



City of Colleyville City Council Agenda

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

Tuesday, February 7, 2017

**WORKSESSION
4:45 PM
EXECUTIVE SESSION
6:00 P.M.
EXECUTIVE CONFERENCE ROOM
THIRD FLOOR**

CALL TO ORDER

- WS-1** Discussion of non-profit sponsorship requests
- WS-2** Discussion of a resignation on the Colleyville Economic Development Corporation Board of Directors and an appointment to the Parks and Recreation Advisory Board
- WS-3** Discussion of future worksession dates
- WS-4** Discussion of the Citywide fiber project
- WS-5** Discussion of the February 7, 2017, 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 the City Attorney regarding contemplated litigation concerning enforcement of Planned Unit Development Ordinance O-13-1867

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

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

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

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

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

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-17-4086**
- 3. ANNOUNCEMENTS, PROCLAMATIONS, AND PRESENTATIONS**
 - Announcements of civic and charitable events**
 - Presentation of calendar events and updates**
 - Announcements of awards and recognition**
- 4. CONSENT: READING AND PUBLIC HEARING - Resolution R-17-4087**
 - 4a** Approval of the minutes of the regular City Council meeting of January 17, 2017
 - 4b** Approval of the minutes of the City Council worksession of January 24, 2017
 - 4c** Approval of a Professional Services Agreement between the City of Colleyville and Management Advisory Group International, Inc. for a Classification and Compensation Study and authorize the city manager to execute the agreement

- 4d** Approval of a construction contract with DFW Infrastructure, Inc. for the 2016 Manhole Rehabilitation Project, in an amount not to exceed \$178,530 and authorize the city manager to execute the contract
- 4e** Approval of a construction contract with A & M Construction and Utilities, Inc., for Water Project 11-John McCain Water Line Upsizing, in an amount not to exceed \$372,720 and authorize the city manager to execute the contract
- 4f** Approval of a three year Municipal and County Government Enterprise License Agreement (ELA), between the City of Colleyville and the Environmental Systems Research Institute, Inc.(ESRI), in an amount not to exceed \$75,000, and authorize the city manager to execute the agreement

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

5a Ordinance O-17-2005

Consideration of amendments to the City of Colleyville comprehensive plan, Case GC16-024

5b Ordinance O-17-2006

Consideration of amendments to the Land Development Code regarding granting of authority to the City Council to approve waivers related to the construction of mutual access easements/drives adjacent to major arterials, and to establish a permit process for the construction of such drives; specifically Chapter 1 - General Provisions, Section 1.12 Waivers and Appeals – Generally, Section 1.13 Waivers and Appeals – City Council, and Chapter 3 - Land Use, Section 3.29 Parking Requirements, Case GC16-023

6. RESOLUTION(S): READING AND PUBLIC HEARING

6a Resolution R-17-4088

Request for a variance to the provisions of Section 7.175.D, Permanent Attached Signs – Classification and Regulations of the Land Development Code, specifically the permitted location of signage, on Lot 3A, Block 1, of the Kaybird Addition, located at 4718 Colleyville Boulevard, Case SC16-004

6b Resolution R-17-4089

Approval of a resolution calling a General Election for the purpose of electing City Councilmembers to Place 3 and Place 4

6c Resolution R-17-4090

Approval of a resolution accepting the annual audit for Fiscal Year ended September 30, 2016

6d Resolution R-17-4091

Consideration of a Combination Preliminary/Final plat of Lots 1RA-1, and Lot 4, Block 1, Kay's Circle B Bar K Ranch Addition, located at 5700 Winnie Drive and 5618 Bransford Road, Case PC16-003

7. CITIZEN COMMENTS/PRESENTATIONS REGARDING ITEMS NOT ON THE AGENDA**8. ACTION/RESOLUTION: DISCUSSION AND CONSIDERATION OF A RESOLUTION RATIFYING COUNCIL AGENDA ACTION FOR FEBRUARY 7, 2017 - READING AND PUBLIC HEARING - RESOLUTION R-17-4092****9. ADJOURNMENT**

I hereby certify this agenda was posted on City Hall bulletin boards Friday, February 3, 2017 by 5:00 p.m.

Amy Shelley, TRMC
City Secretary

A quorum of any Colleyville board, commission, or committee may be present at this meeting.

Any matter on this agenda may, at the discretion of the governing body, be opened for public comment and discussion.

If you plan to attend this public meeting and have a disability that requires special accommodations, please advise the City Secretary at least 48 hours in advance at 817.503.1133, and reasonable accommodations will be made to assist you.



City of Colleyville City Council Agenda Briefing

City Hall
100 Main Street
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Agenda Number WS-1

Agenda Date 02/07/2017

Type Worksession

Department Communications and Marketing

Title

Discussion of non-profit sponsorship requests

Strategy Map Connection

B2 - Proactively seek process improvements and sustainable solutions

Explanation

The City of Colleyville periodically receives requests from non-profit groups asking for sponsorship and/or promotion of their events. The City has a non-profit sponsorship request form that can be filled out and submitted to the Communications Department for consideration and approval or denial by the city manager. The form asks for a description of the event and non-profit organization, details of the request, as well as a copy of the non-profit status and list of the board of directors.

Although the City has a sponsorship request form, it does not have a formal policy to guide the staff's decision on which non-profit groups will or will not receive sponsorship and to what level of sponsorship the group will receive. Historically, sponsorship requests have consisted of in-kind contributions such as promotional assistance via the City's communication channels. For many years, the Colleyville Lions Club has requested and received a discounted rate for the kitchen at the Colleyville Center during their Breakfast with Santa event. The Chamber of Commerce has also received the discounted kitchen rate in the past. Other groups such as the Colleyville Woman's Club, Colleyville Lions Club, Colleyville Executive Organization, and Colleyville Garden Club receive the use of a locker at the Colleyville Center free of charge to store regularly used items for their meetings.

The non-profit sponsorship request is separate from the City's agency funding agreements, which are determined by the City Council during the budget process. Through these agency agreements, the following non-profits receive funding from the City in the current fiscal year: Colleyville Chamber of Commerce, GRACE, Alliance for Children, Metroport Meals on Wheels, Safe Haven, and Special Needs Assistance Partners.

Types of Sponsorship Provided by the City

Staff recommends that City sponsorship be limited to event/program promotion via official City communication tools. Staff does not recommend waiving special event permit fees, sign fees, or any other City fee related to the event, as non-profit organizations are already provided a discounted fee at the Colleyville Center.

Which Groups Are Eligible to Receive Sponsorship?

Staff recommends that to receive any type of sponsorship, the non-profit group must be a 501(c)(3) or 501(c)(6) organization and is either (1) based in Colleyville, (2) demonstrates it directly serves Colleyville residents, or (3) receives funding from the City through above referenced agency sponsorship agreements.

Other Factors to Consider

The promotion of an event would be based upon staff's judgement of available space within a publication; timing of the event date, and when staff received the request. Priority of event sponsorship would come after City news.

As an alternate, staff could create a "community calendar" to place on colleyville.com, listing events received (as long as it meets the non-profit group criteria) and promote the calendar periodically, rather than each particular event. This would save space within publications and become a one-stop-shop for residents looking for event info for community groups.

Staff is seeking City Council's direction regarding the creation of a non-profit sponsorship policy to guide future decisions.

Attachments

1. Non-profit sponsorship presentation
2. Non-profit Sponsorship request form

Non-profit Sponsorship Request City Council Worksession

February 7, 2017

Non-profit Sponsorship Request



- City periodically receives requests from non-profit groups asking for sponsorship of their events
- City has a non-profit sponsorship request form that can be filled out and submitted to the Communications Department for consideration and approval or denial by the city manager
- City does not have a formal policy to guide the staff's decision on which non-profit groups will or will not receive sponsorship and to what level of sponsorship the group will receive

Non-profit Sponsorship Request



- Historically, sponsorship requests have consisted of in-kind contributions such as promotional assistance via the City's communication channels
- Lions Club has requested and received a discounted rate for the kitchen at the Colleyville Center during their Breakfast with Santa event
- Chamber of Commerce has also received the discounted kitchen rate
- Other Colleyville groups such as the Woman's Club, Lions Club, Executive Organization, and Garden Club receive the use of a locker at Colleyville Center free of charge to store regularly used items for their meetings

Non-profit Sponsorship Request



- The non-profit sponsorship request is separate from the City's agency funding agreements, which are determined by the City Council during the budget process
- The following non-profits receive funding from the City via agency agreements in the current fiscal year:
 - Colleyville Chamber of Commerce
 - GRACE
 - Alliance for Children
 - Metroport Meals on Wheels
 - Safe Haven
 - Special Needs Assistance Partners

Non-profit Sponsorship Request



- **Recommendations:**

- **Types of Sponsorship Provided by the City**

- Staff recommends City sponsorship be limited to event/program promotion via official City communication tools. Staff does not recommend waiving special event permit fees, sign fees, or any other City fee related to the event .

- **Which Groups Are Eligible to Receive Sponsorship?**

- Staff recommends that to receive sponsorship, the non-profit group must be a 501(c)(3) or 501(c)(6) organization and is either (1) based in Colleyville, (2) demonstrates it directly serves Colleyville residents, or (3) receives funding from the City through agency sponsorship agreements.

Non-profit Sponsorship Request



- **Other Factors to Consider**

- The promotion of an event would be based upon staff's judgement of available space within a publication; timing of the event date and when staff received the request; and priority would come after City news

- **Alternate Recommendation**

- Staff could create a "community calendar" to place on colleyville.com and list events received (as long as it meets the non-profit group criteria) and promote the calendar periodically, rather than each particular event. This would save space within publications and become a one-stop-shop for residents looking for event info for community groups

Questions and Discussion



NON-PROFIT SPONSORSHIP REQUEST

Date: _____

Name of organization: _____

Tax ID Number: _____ **Tax Exempt:** ☐ Yes ☐ No

Executive Director/President Name: _____

Email: _____

Address: _____ **City:** _____ **Zip:** _____

Telephone: _____ **Fax:** _____

Website Address: _____

Contact Name: _____ **Title:** _____

Email: _____ **Telephone:** _____

Event/Program Title: _____

Event/Program date(s): _____

Sponsorship Request: ☐ In-Kind **Details of sponsorship request:** _____

Has the City previously sponsored this event or another event for your organization? ☐ Yes ☐ No

Name of program or event, applicable dates: _____

PROGRAM DESCRIPTION: Please provide a brief description of the event or program.

ORGANIZATION DESCRIPTION: Please provide a brief description of your organization and the objectives of this program or event.

Requestor's Name and Organization Title (please print)

Date

Signature

In addition to a completed application, submit the following documents with this application:

1. A copy of your organization's nonprofit 501(c)(3) or 501(c)(6) status, if applicable.
2. A list of the members of your board of directors, including names and titles.

Send completed applications to:

Director of Communications/Marketing

City of Colleyville

100 Main Street

Colleyville, Texas 76034

817.503.1120 (o) 817.503.1129 (f) mwood@colleyville.com or ddangli@colleyville.com

Internal Use Only

Permits Necessary: ☐ Yes ☐ No

Permit Fees Waived: ☐ Yes ☐ No

Colleyville Center to be used: ☐ Yes ☐ No

Rental Fees Waived: ☐ Yes ☐ No

Reviewed by: Community Development ☐ Yes ☐ No

Signature: _____

Accepted: _____ **Date** _____
City Manager



City of Colleyville City Council Agenda Briefing

City Hall
100 Main Street
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Agenda Number WS-2

Agenda Date 02/07/2017

Type Worksession

Department City Secretary

Title

Discussion of a resignation on the Colleyville Economic Development Corporation Board of Directors and an appointment to the Parks and Recreation Advisory Board

Strategy Map Connection

B4- Cultivate a culture of transparency and consistent communication

Explanation

This item is on the worksession agenda at the request of Mayor Richard Newton, who will lead the discussion.

Attachments



City of Colleyville City Council Agenda Briefing

City Hall
100 Main Street
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Agenda Number WS-3

Agenda Date 02/07/2017

Type Worksession

Department Economic Development

Title

Discussion of future worksession dates

Strategy Map Connection

B4- Cultivate a culture of transparency and consistent communication

Explanation

The purpose of this item is to discuss future worksession dates for the next Glade Road discussion, and for City Council to review the economic development and communications strategies.

Staff has identified the following dates for the economic development and communications worksession for City Council to consider:

March 8 or 9

Staff has identified the following dates for the next Glade Road worksession for City Council to consider:

March 20, 22, 23, 27, 28, and 29

Upon City Council direction, staff will schedule the worksession dates.

Attachments



City of Colleyville City Council Agenda Briefing

City Hall
100 Main Street
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Agenda Number WS-4

Agenda Date 02/07/2017

Type Worksession

Department Information Services

Title

Discussion of the Citywide fiber project

Strategy Map Connection

B1- Seek innovative technology solutions where appropriate

B3- Utilize partnerships to implement cost-effective service solutions

Explanation

This item is to provide background information on the on-going fiber installation project including the historic timeline, cost analysis, project scope, and the anticipated next steps.

In 2011, the Information Systems Department developed a five year strategic plan to address technology needs Citywide. Staff determined that the continued implementation of new technologies were driving consumption of internal network bandwidth and internet bandwidth to levels never before experienced. Staff further expected that Citywide consumption would increase by approximately 10 percent per year on average. In addition, the contract with Time Warner Telecom, who is the City's current vendor for leased fiber, was scheduled to increase in 2015. These converging factors led to the realization that the City needed to develop a long term strategy regarding fiber costs and capabilities.

In 2013, Information Systems management staff produced a Return on Investment (ROI) schedule which included a retail cost analysis of installing City owned conduit and fiber, versus continuing to lease fiber, as well as a prioritized list of possible future fiber projects. The retail analysis estimated cost of City owned conduit and fiber at \$1,256,112. This included eight links which would connect all City buildings as referenced in the attached "FIBER EST" chart. The ROI for owning versus leasing was projected to be eight to 12 years at that time. The estimated cost considered service consumption increases and variable vendor cost increases. The Colleyville City Council directed staff to move forward with a priority list for the first three links. The list included the Justice Center, Public Works facility located at 1601 Hall-Johnson Road, and the Central Fire Station. The proposed limited project would be privately contracted and funded out of the Colleyville Tomorrow Fund at an estimated cost of \$394,700. Planning for this project focused on placing future fiber conduit in conjunction with road reconstruction projects. This proposed project was ultimately placed on the 2015 Capital Improvement Plan Schedule.

In August 2015, City staff became aware that the City of Grapevine and the Grapevine - Colleyville Independent School District (GCISD) had signed an Interlocal Agreement to partner in replacing all of their leased fiber lines with individually owned conduit and fiber. Through this agreement, the City of Grapevine would serve as the contractor for GCISD and would install the fiber and the conduit for the entire project. The City of Colleyville met with representatives from both entities and discussed the possibility of becoming a partner in the project. It was determined that it would be beneficial for the City of Colleyville to become a part of the project, as there were several reasons Colleyville would benefit from the partnership. The most compelling reason was the significant financial savings to the City. The cost savings is possible due to the ability to share common fiber locations with GCISD within the City of Colleyville, and utilizing the City of Grapevine, as the contractor greatly lowered the labor cost, and the volume purchasing of the actual fiber lowered the per foot cost dramatically.

The scope of the project within the City of Colleyville would include moving from current leased fiber to individually owned fiber for all City owned and GCISD owned facilities within the Colleyville city limits utilizing the City of Grapevine as the Contractor. Where there are shared conduit locations, the City of Colleyville and GCISD would share the costs for installation, but each maintain ownership of their own fiber. To accomplish the installation, the City of Grapevine purchased two fiber conduit underground boring machines and hired additional staff for the entirety of the project. The City of Grapevine has been boring and placing underground fiber within Grapevine since February of 2016. As the contractor, the City of Grapevine will be responsible for bringing the conduit and fiber to the door step of all City buildings. The City of Colleyville will then hire a private contractor to pull the fiber into the City owned data closets and interconnect our systems at an additional cost of \$34,359.00 as referenced in the attached, "LAST MILE_LF".

The original retail private contractor cost projection was approximately \$37 per linear foot of conduit and fiber. The City of Grapevine has projected linear foot cost at \$13.50 as referenced in the attached, "EXHIBIT D - CONDUIT & FIBER SYSTEM ESTIMATE". The cost of the joint project including all three entities lowers the City of Colleyville's estimated total fiber project cost from \$1,256,112 to \$462,009.32, a 63 percent cost savings by partnering with GCISD and the City of Grapevine. The original \$394,700 allocated from the Colleyville Tomorrow Fund will need to increase by \$67,309.32 to complete all eight links. At the conclusion of the project, the City will be able to discontinue the use of all leased fiber creating a cost savings of \$79,800 annually at the current service level. This will bring the ROI schedule in at just under six years.

The City of Colleyville and GCISD have developed a final draft of an Interlocal Agreement, and it has been reviewed and approved by the City Attorney. It is anticipated the agreement will be presented on a future City Council agenda for approval. Staff is currently working with the City Attorney to draft the additional Interlocal Agreement with the City of Grapevine to serve as the contractor.

If approved, a final priority list of construction phases will be produced that works in conjunction with upcoming road projects, where feasible. The total project is anticipated to be completed within five years, at the latest.

Attachments

1. Citywide Fiber Project Presentation
2. FIBER_EST Chart
3. Exhibit D - Conduit & Fiber System Estimate
4. LASTMILE_LF



Citywide Fiber Project

City Council Worksession

February 7, 2017

ISM Strategic Plan - 2011



2011 NETWORK OPPORTUNITIES

- Build a City owned fiber network for interconnection to all existing buildings. This would alleviate a considerable amount of monthly data costs.
- A more visible network monitoring solution in order to identify trouble areas proactively.
- Web Filtering device for the internet gateway
- Create a Biennium security audit by an outside vendor

Conservative Projected ROI Schedule



City Building	2011	2013	2014	2015/16/17	2020 Projected
Public Works	\$220.00	\$550.00	\$550.00	\$550.00	\$770.00
Senior Center	\$220.00	\$550.00	\$550.00	\$550.00	\$770.00
FS1	\$220.00	\$550.00	\$550.00	\$550.00	\$770.00
FS2	\$220.00	\$550.00	\$550.00	\$550.00	\$770.00
FS3	\$220.00	\$550.00	\$550.00	\$550.00	\$770.00
Justice Center	\$575.00	\$1,200.00	\$1,200.00	\$1,950.00	\$2,730.00
City Hall	\$575.00	\$1,200.00	\$1,200.00	\$1,950.00	\$2,730.00
Monthly	\$2,250.00	\$5,150.00	\$5,150.00	\$6,650.00	\$9,310.00
Annual	\$27,000.00	\$61,800.00	\$61,800.00	\$79,800.00	\$111,720.00

Projected amt. based on a conservative 40% vendor increase only (no consumption added)

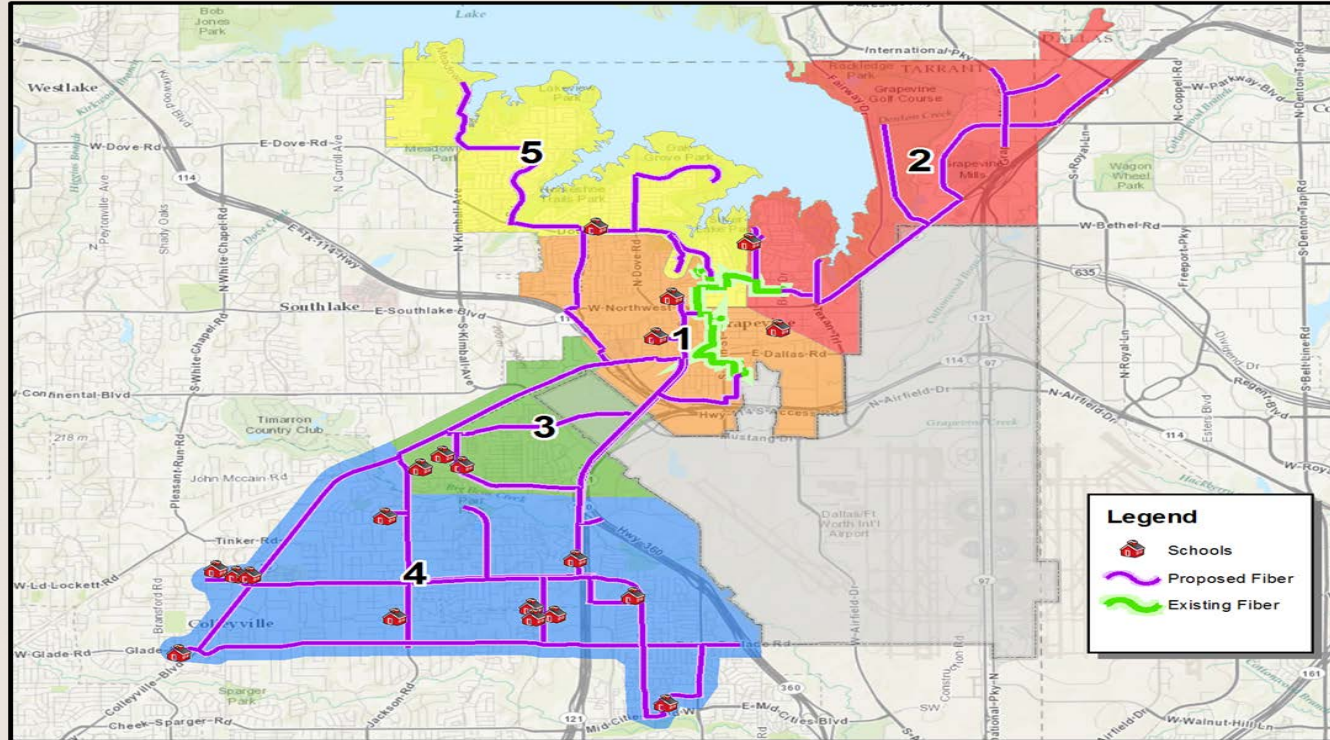
Estimated Retail Citywide Fiber Project



Estimated Cost Based on Project Priority

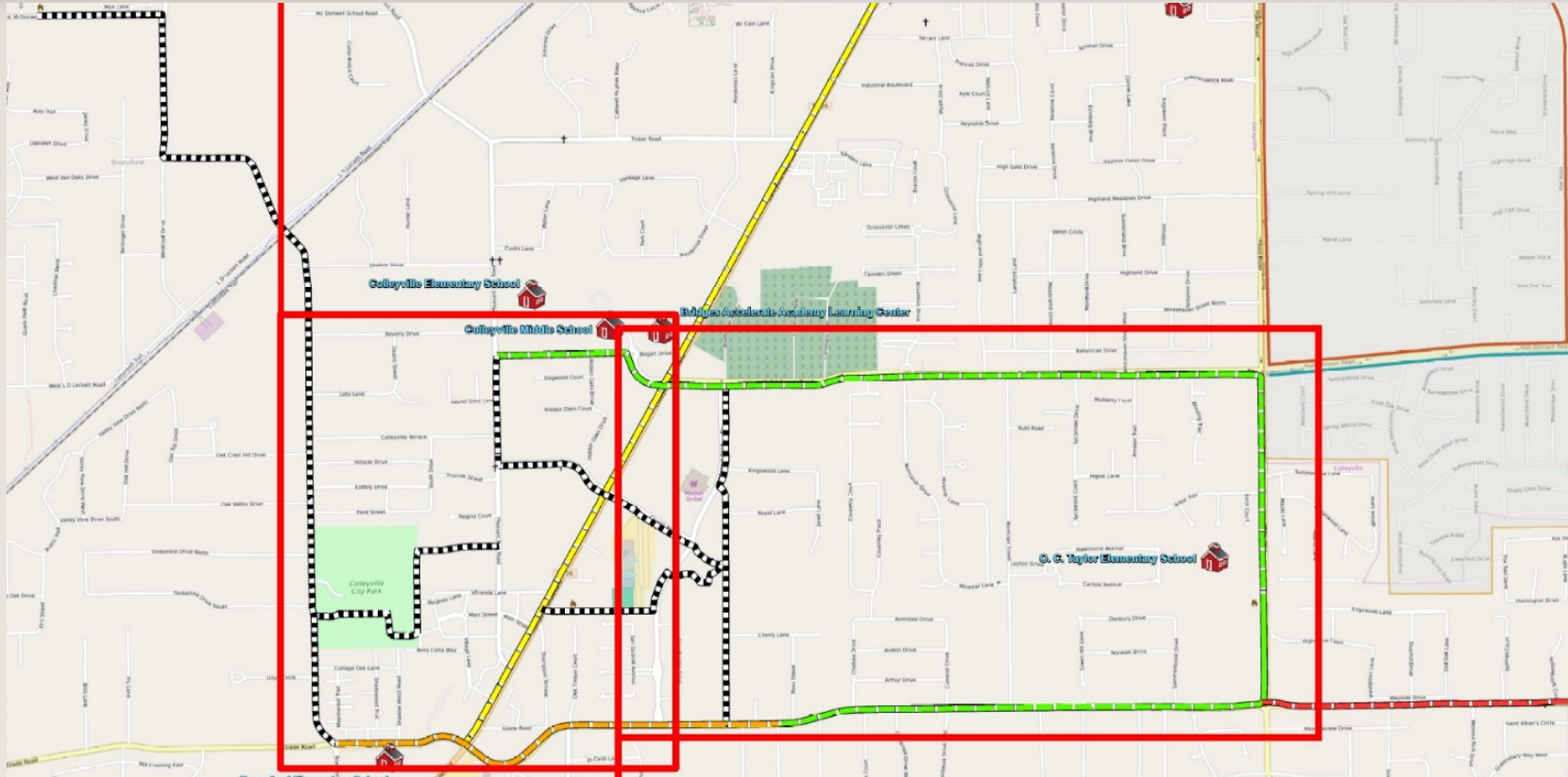
Project Item	Pt-2-Pt	Distance	Estimated Cost					
Project 1	CH-PD	6275	\$237,000.00	37.7689	Linear foot			
Project 2	PD-PW	2295	\$86,679.63					
Project 3	PD-FS1	1267	\$71,000.00					
Project 4	PD -SC	7104	\$268,310.27					
Project 5	SC-FS3	965	\$36,446.99					
Project 6	CH-FS3	8135	\$307,250.00					
Project 7	BlueBonn	6604	\$249,425.82					
		Entire City	\$1,256,112.70					

Original 5 Year City of Grapevine / GCISD Fiber Project Schedule



City of Colleyville
Blue - 4th year

City of Colleyville / GCISD Planned Fiber Map



Colleyville Conduit & Fiber System Estimate



EXHIBIT D - CONDUIT & FIBER SYSTEM ESTIMATE

Colleyville Footage	Linear Footage	Cost per LF	Cost per LF Fiber Only	Total
Total	51930			
Colleyville Conduit + Pulling Fiber	25723	\$13.50		\$347,260.50
Conduit + Pulling Fiber Shared with GCISD	20754	\$6.75		\$140,089.50
Fiber Pulling Shared with GCISD in 3rd Party Conduit for Glade Road Only	5453		\$1.25	\$6,816.25
Colleyville Fiber - 48 strands	64557	\$0.51		\$32,924.07
		Total Estimated Project Cost		\$527,090.32
Credit for Conduit Installed by 3rd Party @ Glade & Hwy 26	18080	\$5.50		\$99,440.00
		Net Estimated Project Cost		\$427,650.32

Colleyville Last Mile Cost



	Cost of Last mile	Linear foot
City Hall	\$1,950.00	164
Justice Center	\$4,407.00	113
Service Center	\$2,886.00	71
Central Fire Station	\$6,396.00	161
Fire Station 2	\$3,978.00	102
Fire Station 3	\$3,042.00	78
Senior Center	\$8,229.00	211
Parks Maintenance	\$3,471.00	89
Added Linear footage	\$34,359.00	989

Questions & Discussion

FIBER_EST Chart

Estimated Cost Based on Project Priority

Project Item	Pt-2-Pt	Distance	Estimated Cost	
Project 1	Ch-PD	6275	\$237,000.00	37.7689 Linear foot
Project 2	PD-PW	2295	\$86,679.63	
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Entire City			\$1,256,112.70	

EXHIBIT D - CONDUIT & FIBER SYSTEM ESTIMATE				
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Colleyville Fiber - 48 strands	64557	\$0.51		\$32,924.07
		Total Estimated Project Cost		\$527,090.32
Credit for Conduit Installed by 3rd Party @ Glade & Hwy 26	18080	\$5.50		\$99,440.00
		Net Estimated Project Cost		\$427,650.32

Based on the above calculations, the City shall make an initial payment of \$175,000 and two payments of \$126,325.16. However, as outlined in the Interlocal Agreement, the Committee may adjust the amount of each payment.

LASTMILE_LF

	Cost of Last mile	Linear foot
City Hall	\$1,950.00	
Justice Center	\$4,407.00	113
Service Center	\$2,886.00	71
Central Firestation	\$6,396.00	161
Fire Station 2	\$3,978.00	102
Fire Station 3	\$3,042.00	78
Senior Center	\$8,229.00	211
Parks Maintenance	\$3,471.00	89
Added Linear footage	\$34,359.00	825



City of Colleyville City Council Agenda Briefing

City Hall
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Agenda Number WS-5

Agenda Date 02/07/2017

Type Worksession

Department City Secretary

Title

Discussion of the February 7, 2017, City Council regular agenda items



City of Colleyville City Council Agenda Briefing

City Hall
100 Main Street
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Agenda Number 1

Agenda Date 02/07/2017

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 the City Attorney regarding contemplated litigation concerning enforcement of Planned Unit Development Ordinance O-13-1867

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

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

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

Section 551.074 - Personnel - Deliberate the appointment, employment, evaluation, and the duties of the Deputy 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-17-4086

**A RESOLUTION APPROVING COUNCIL ACTION
REGARDING EXECUTIVE SESSION ITEMS AT THE REGULAR
CITY COUNCIL MEETING OF
FEBRUARY 7, 2017**

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 7TH DAY OF FEBRUARY 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

RESOLUTION R-17-4087

A RESOLUTION APPROVING CITY COUNCIL ACTION UNDER CONSENT ITEMS AT THE REGULAR CITY COUNCIL MEETING OF FEBRUARY 7, 2017

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 January 17, 2017
 - b. Approval of the minutes of the City Council worksession of January 24, 2017
 - c. Approval of a Professional Services Agreement between the City of Colleyville and Management Advisory Group International, Inc., for a Classification and Compensation Study and authorize the city manager to execute the agreement
 - d. Approval of a construction contract with DFW Infrastructure, Inc., for the 2016 Manhole Rehabilitation Project, in an amount not to exceed \$178,530, and authorize the city manager to execute the contract
 - e. Approval of a construction contract with A & M Construction and Utilities, Inc., for Water Project 11-John McCain Water Line Upsizing, in an amount not to exceed \$372,720, and authorize the city manager to execute the contract
 - f. Approval of a three year Municipal and County Government Enterprise License Agreement (ELA), between the City of Colleyville and the Environmental Systems Research Institute, Inc. (ESRI), in an amount not to exceed \$75,000, and authorize the city manager to execute the agreement

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF ____ AYES, ____ NAYS, AND ____ ABSTENTIONS
ON THIS THE 7TH DAY OF FEBRUARY 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



City of Colleyville City Council Minutes - Draft

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

Tuesday, January 17, 2017

Mayor Richard Newton called the Colleyville City Council Worksession to order on Tuesday, January 17, 2017, at 5:30 p.m.

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

Absent: Mayor Pro Tem Chris Putnam

City Manager Jennifer Fadden, Deputy City Manager Chris Fuller, Assistant City Manager/Director of Public Safety Mike Holder, Fire Chief Brian Riley, Assistant Police Chief Robert Hinton, Police Services Lieutenant Hillary Wreay and Police Operations Lieutenant Scotty Graves, 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, 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 Presentation of the Annual Crime Report

Assistant City Manager/Director of Public Safety Mike Holder presented this item and briefed the City Council.

Mayor Newton asked staff about the difference in simple and aggravated assault. Assistant City Manager/Director of Public Safety Mike Holder replied with simple assault there is no bodily injury, and with aggravated assault there is significant bodily injury.

Councilmember Coplen asked staff if the credit card theft was committed online or in stores. Assistant City Manager/Director of Public Safety Mike Holder replied both, but most were fraudulent tax returns in which persons were filing as Colleyville residents.

Councilmember Coplen asked staff if those were reported when someone called the police. Assistant City Manager/Director of Public Safety Mike Holder replied yes, Part 1 crimes are based on crimes reported to the police.

Councilmember Taylor asked staff how driving under the influence and speeding are different. Assistant City Manager/Director of Public Safety Mike Holder replied ultimately it is how it is classified, but under a Part 2 traffic offense, which speeding is a traffic offense, those are not reported as Part 2 offenses; they are strictly traffic offenses. He added a traffic accident could rise to the level of intoxication manslaughter or an aggravated assault with another vehicle.

Councilmember Taylor asked staff if under the influence could be alcohol or drugs. Assistant City Manager/Director of Public Safety Mike Holder replied yes.

Councilmember Lindamood asked staff how much of the drug paraphernalia percentages are Class C misdemeanors. Assistant City Manager/Director of Public Safety Mike Holder replied all, classified as a City arrest.

Councilmember Short asked staff what is the difference between a drug offense possession and drug paraphernalia. Assistant City Manager/Director of Public Safety Mike Holder replied paraphernalia is typically like a crack pipe, or an unused quantity, which is not enough to constitute possession. He stated possession is a usable quantity of drugs.

Councilmember Short asked staff if the crime reduction trend reflects national trends. Assistant City Manager/Director of Public Safety Mike Holder replied yes, and in most large urban areas.

Mayor Newton asked staff if there is any way law enforcement agencies look at the data based on population. Assistant City Manager/Director of Public Safety Mike Holder replied yes, and the one used nationally is the actual crime rate. He stated the population would be divided by the overall crime, and this is usually done by populations of 100,000, so it really does not work for Colleyville.

Mayor Newton asked staff how we compare to our neighboring cities. Assistant City Manager/Director of Public Safety Mike Holder replied Colleyville is far below our neighboring cities. Part 1 Crimes in Colleyville are less than ½ of our neighboring cities. He added Colleyville's numbers are as small or smaller than cities of less than 10,000.

Mayor Newton asked staff if the drug related crimes were with the younger persons. Assistant City Manager/Director of Public Safety Mike Holder Mike replied 17 is considered an adult, and most crimes were with the young adults; however, Colleyville has very little juvenile crime.

Councilmember Coplen asked staff if a lot of the seniors use the lock box program. Assistant City Manager/Director of Public Safety Mike Holder replied yes, about one a month for installation, with several having been installed at the beginning of the program.

WS-2 Discussion of a prohibition of overhead utility lines

SH26 Coordinator James Hubbard presented this item and briefed the City Council. Community Development Director Ben Bryner was available for questions as well.

Councilmember Short asked staff about what is being put underground along SH26. Coordinator Hubbard replied the only utilities to his knowledge are the AT&T lines.

Councilmember Short asked staff if there would be costs to the businesses to reconnect to power once the lines are underground. Coordinator Hubbard replied not to his knowledge, and he would have to check.

Councilmember Short asked staff if the City encourages underground utilities for new residential development, even though the City does not require it. Coordinator Hubbard replied there are no provisions disallowing it in the Land Development Code, it is the standard for developers. Director Bryner concurred.

Councilmember Lindamood asked staff if the utility companies would be able to reuse the overhead wires. Coordinator Hubbard replied he did not know.

Councilmember Lindamood asked staff if franchise fees are charged for the utilities. Strategic Services Manager Adrienne Lothery replied Oncor pays a franchise fee. Councilmember Lindamood suggested asking Oncor about a trade-off relative to burying the utilities and the franchise fees.

Councilmember Taylor stated he thinks the utility companies do not like to pay the franchise fees because the lines are located in public right-of-way. Manager Lothery stated the telecommunications utilities seem to have the biggest issue with paying those fees, not Oncor or Atmos.

Mayor Newton asked staff if there is any legislative action along these lines. Manager Lothery replied she did not believe so, but will keep her eye on it.

Councilmember Coplen asked staff if there are other cities with codes in place relative to redevelopment. Coordinator Hubbard replied there are some, but staff will broaden the search to check for variances. Mayor Newton stated his tendency is to head that way.

Councilmember Taylor stated he believes there is value in relocating the lines to the rear of the property, particularly along SH26. Coordinator Hubbard stated staff did ask Oncor for the cost difference, but they were not able to crunch the numbers.

Councilmember Lindamood asked staff if there would need to be easements purchased for the rear location; and if most tenants already have underground which run to the transformer. Coordinator Hubbard replied he would have to ask that question to Oncor.

WS-3 Discussion of the January 17, 2017, City Council regular agenda items

There was no discussion of this item.

Mayor Newton adjourned the worksession at 6:29 p.m.

Mayor Newton called the Executive Session to order at 6:30 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 attorney on legal issues raised by public hearing or action items on the agenda

Section 551.071 - Legal - Consultation with the City Attorney regarding contemplated or threatened litigation concerning the TexRail right-of-way work within the incorporated limits of the City

Section 551.071 - Legal - Consultation with 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 the duties of the Chief Financial Officer

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, Section 551.074 Personnel, and Section 551.087, Economic Development. He further explained there would be no decisions made or action taken during this time. Executive Session was recessed at 7:30 p.m.

The regular meeting of the Colleyville City Council was called to order by Mayor Newton at 7:35 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, Public Works Director Jeremy Hutt, City Engineer Cheryl Taylor, Executive Director of Economic Development and Communications Mark Wood, Community Development Director Ben Bryner, 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

INVOCATION: Pastor Lanre Sobo, Glory House

PLEDGE OF ALLEGIANCE: City Manager Jennifer Fadden

2. EXECUTIVE SESSION READING AND PUBLIC HEARING: CONSIDER AND TAKE ANY ACTION(S) NECESSARY RELATIVE TO ITEMS DISCUSSED IN EXECUTIVE SESSION - RESOLUTION R-17-4083

Mayor Newton read Resolution R-17-4083 in its entirety.

Mayor Newton opened the public hearing at 7:39 p.m.

Mayor Newton expressed his appreciate to Chief Financial Officer Brian Hogan for his service to the City, and let the audience know that this was Brian's last City Council meeting.

Michael Carr, 7002 Shepherds Glen, expressed his appreciation to Chief Financial Officer Brian Hogan for his service to the City of Colleyville and the AAA Bond Rating. Mr. Carr did not fill out a speaker card.

There was no one present wishing to speak and Mayor Newton closed the public hearing at 7:40 p.m.

Councilmember Taylor made a motion to approve Resolution R-17-4083. 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 Nakamura encouraged everyone to attend a meeting on Wednesday, February 1, 2017 at Colleyville Center to address any concerns or issues relative to Race Trac.

Mayor Newton expressed his appreciation to staff and the City Council relative to the Visioning Workshop held on Friday, January 13, 2017. Councilmember Taylor expressed his appreciation to Mayor Newton for organizing the workshop.

In recognition of service on a City of Colleyville Board, Commission, or Committee

Mayor Newton recognized the following Planning and Zoning Commission Commissioners for their service: Jeff Byerly – Chairman – 2002-2016; Jim Gotcher – 2012-2016; David Phelps – 2006-2016; David Wheelwright – 2010-2016. Mayor Newton extended the appreciation of the City Council to all who have served on a City board, commission, or committee, but were not able to be in attendance.

In recognition of Colleyville's Featured Business of the Month - Take 5 Birkenstock, 5509 Colleyville Boulevard, Suite 260, Store Owner Rick LeRoy - Mayor Richard Newton and Executive Director of Economic Development and Communications Mark Wood

Mayor Richard Newton and Executive Director of Economic Development and Communications Mark Wood recognized Take 5 Birkenstock, Store Owner Rick LeRoy, as the featured business of the month.

4. CONSENT: READING AND PUBLIC HEARING - Resolution R-17-4084

4a Approval of the minutes of the regular City Council meeting of January 3, 2017

Mayor Newton read Resolution R-17-4084 in its entirety.

Mayor Newton opened the public hearing at 7:56 p.m.

There was no one present wishing to speak and Mayor Newton closed the public hearing at 7:56 p.m.

Councilmember Taylor made a motion to approve Resolution R-17-4084. Councilmember Short 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): SECOND READING AND PUBLIC HEARING

5a Ordinance O-17-2003

Ordinance O-17-2003 - Consideration for approval of amendments to Chapter 7 – Sign Regulations in the Land Development Code regarding directory signage, specifically Section 7-150 Permanent Freestanding Signs – Sign Classifications & Regulations, Section 7-160 Permanent Freestanding Signs – Allowable Districts, and Section 7-165 Permanent Freestanding Signs – Area, Height and Setback Requirements, Case GC16-019

Mayor Newton read the caption of Ordinance O-17-2003.

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

Mayor Newton opened the public hearing at 8:02 p.m.

Kathy Hadley, 204 Timberline Drive North, stated having a concern about the smaller shops that are not 250,000 square feet and their signage. She stated businesses need to have signs big enough to be seen and we should be helping our businesses.

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

Councilmember Lindamood made a motion to approve Ordinance O-17-2003 accepting the Planning and Zoning Commission's recommendation of reducing the minimum square footage to 200,000. 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

5b Ordinance O-17-2004

Ordinance O-17-2004 - Consideration for approval of amendments to Chapter 8 – Plat Review Procedures in the Land Development Code regarding plat approval to be made by the City Council, specifically Section 8 – 130 Approval Authority Over Subdivision Plats, Case GC16-020

Mayor Newton read the caption of Ordinance O-17-2004.

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

Councilmember Short asked staff if the timeline for plat approval is affected by having to come through another public hearing. Director Bryner provided an example of timing for the public hearings. (If a plat is approved by the Planning and Zoning Commission in January, it would then be seen by the City Council at the first meeting in February.)

Mayor Newton stated an alternative may be for the Planning and Zoning Commission to meet twice a month. Director Bryner replied that is an alternative, but he stated not being sure there is enough caseload to justify holding meetings twice a month.

Councilmember Taylor asked staff if the Planning and Zoning Commission could hold special meetings, when necessary. Director Bryner replied yes, but getting it on the City Council agenda is really the issue with timing. Mayor Newton concurred.

Mayor Newton opened the public hearing at 8:15 p.m.

There was no one present wishing to speak and Mayor Newton closed the public hearing at 8:15 p.m.

Councilmember Taylor made a motion to approve Ordinance O-17-2004. Councilmember Coplen seconded the motion.

The motion to approve carried with the following vote:

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

Nay: 1 – Councilmember Jody Short

6. TABLED RESOLUTION(S): READING AND PUBLIC HEARING

6a Resolution R-17-4082

Resolution R-17-4082 - Approval of the first renewal term of the Interlocal Lease Agreement with Tarrant County 9-1-1 for facility space at the Colleyville Justice Center, and authorize the city manager to execute the agreement

Mayor Newton presented this item and briefed the City Council. He stated because the facility evaluation has not been completed, he does not believe this item needs to be acted upon, especially since the agreement has been going month to month.

Councilmember Taylor agreed with Mayor Newton and asked staff if the City can continue to move forward with a month to month agreement. Assistant City Manager/Director of Public Safety Mike Holder replied Tarrant County 9-1-1 has a concern about the agreement, especially if City Council chooses not to approve the agreement. He stated they are good with keeping the month to month agreement, but stated they would need time/notification if the City does not approve the agreement. Mayor Newton stated the City would provide plenty of notification.

Councilmember Coplen asked staff if the facility assessment has started. Assistant City Manager/Director of Public Safety Mike Holder replied no, the plan will be to begin early summer.

Councilmember Taylor asked Mayor Newton if he would be in favor of approving the first five year renewal with an option to consider the second five year renewal. Mayor Newton replied that is still a long time, and does not believe there is a sense of urgency.

Councilmember Taylor asked Mayor Newton if this will remain on the table. Mayor Newton replied yes.

Mayor Pro Tem Putnam asked staff if termination language exists in the agreement. Assistant City Manager/Director of Public Safety Mike Holder replied yes.

Mayor Pro Tem Putnam asked staff if the termination language is specific to a notification period exclusive, like 90 days. Assistant City Manager/Director of Public Safety Mike Holder replied the original agreement required some notification, mirrored the language in the contract with the dispatch and jail.

Mayor Pro Tem Putnam stated he has no personal issue with the first five year renewal, if it makes Tarrant County 9-1-1 feel better.

Councilmember Lindamood asked Mayor Newton if the agreement renewal could be changed to three years. Mayor Newton replied he believes it could be negotiated, but does not believe it is necessary at this time.

Mayor Newton asked staff to reassure Tarrant County 9-1-1 that they should have no concerns about this.

There was no action taken on this item; therefore, it remains on the table.

7. DISCUSSION OF ITEMS NOT FOR ACTION

7a Staff presentation on current Capital Improvement Projects

Public Works Director Jeremy Hutt presented this item and answered questions or the City Council.

Mayor Newton asked staff about the fire station doors, stating he thought there was some money to make up enough to install the type of doors wanted. Fire Chief Brian Riley replied the money that was allocated over a year and half ago (\$66,000) is not enough now based on a cost increase.

Mayor Newton asked staff if money was allocated last year and money added this year for the doors. Chief Riley replied the \$66,000 remains until additional funding can be reached.

Mayor Pro Tem Putnam asked staff how much additional is needed. Chief Riley replied the cost has risen to \$115,000 (doors = \$90,445; electrical = \$6,667; plus a 15 percent contingency).

Councilmember Lindamood asked staff how much was allocated for Station 3. Chief Riley replied the doors are not needed at Station 3 like they are at Station 1. Councilmember Taylor stated he believed funds were available to cover both stations. Chief Riley added it would have been \$200,000 to complete both stations at the same time. Assistant City Manager/Director of Public Safety Mike Holder added the discussion was had during the budget process, and it was decided if additional monies were left over after current projects were funded, then staff would look to reallocate some of the money, but we have not gotten to that point yet.

Councilmember Taylor asked staff how old was the bid on Station 1. Chief Riley replied the initial bid for Station 1 was \$66,000. Mayor Newton added he believed the quote was done further back than last year. Chief Riley agreed.

Mayor Newton asked staff if the original bid was for a different type door. Chief Riley replied it costs more money but over the years, the doors will pay for themselves.

Councilmember Taylor asked staff if a full bid was done or just an estimation. Chief Riley replied it was an estimate for best value.

Councilmember Taylor asked staff if the electrical work was included. Chief Riley replied when the electrical system was reviewed, it was found that additional work would need to be done there as well.

Mayor Newton agreed it needs to be done, but to do this later in the year. Councilmember Taylor stated it needs to be done now rather than later.

Mayor Newton asked staff if the \$115,000 would cover the doors. Chief Riley replied yes. Councilmember Lindamood asked if the cost is for both stations. Chief Riley concurred. Mayor Newton stated this can be discussed and staff can bring back the information for action.

Mayor Newton asked staff if we will have our own fiber we can use (bandwidth) that we will own, with the school district. City Manager Jennifer Fadden replied yes, we will have shared conduit but each entity will have their own actual fiber. She reminded the City Council of the joint worksession with GCISD scheduled for February 13.

Mayor Newton stated he noticed more truck traffic, 18 wheelers specifically, along John McCain Road. Mayor Pro Tem Putnam asked staff if Colleyville can have a definitive truck route to limit that commercial traffic. Councilmember Taylor stated he noticed the same along Glade Road, but he believes if the trucks are going to an address, they have to be allowed to get through. Assistant City Manager/Director of Public Safety Mike Holder replied he does not believe John McCain is designated as a truck route. He added the City can designate specific truck routes; however, trucks are allowed to get to any location in the City, specifically to a residential address. He stated staff has had good luck in contacting and working with companies to stay on the major thoroughfares. He stated City Council does have the authority to designate truck routes. Mayor Newton suggested this be discussed further.

7b Monthly Financial Report - December 2016

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

Councilmember Coplen asked staff where the hotel tax is placed. Chief Financial Officer Brian Hogan replied those taxes will go in a separate governmental fund, much like the Crime District.

Councilmember Coplen asked staff if there is a delayed monthly report for this. Chief Financial Officer Brian Hogan replied the hotel recently opened with those taxes being collected quarterly.

Councilmember Taylor asked staff why those taxes will be placed in a separate fund. Chief Financial Officer Brian Hogan replied those funds may only be spent on special functions much like the Crime District. These funds will not be comingled with other funds.

Councilmember Taylor asked staff if this is the first time to have this type of fund in Colleyville. Chief Financial Officer Brian Hogan replied yes.

Mayor Newton asked staff why we are only at 9.6 percent expended on the infrastructure fund. Chief Financial Officer Brian Hogan replied it has to do with projects that are ongoing right now, and the winter is not the most favorable time to move forward with projects.

Mayor Newton asked staff if the infrastructure is an aggregate of all infrastructure. Chief Financial Officer Brian Hogan replied the ones indicated in the monthly report are only the capital projects in the General Fund.

Mayor Newton asked staff when the OpenGov application will be ready to launch. City Manager Jennifer Fadden replied next week at State of the City.

Councilmember Taylor asked staff why the contingencies for projects continues to be captured in the fund. Chief Financial Officer Brian Hogan replied the funds remain in the General Fund; however, those funds are typically transferred to the capital projects fund, and money can be allocated out of that balance. Councilmember Taylor stated the leftover contingencies should be returned to be used on the next project. Chief Financial Officer Brian Hogan stated that could certainly be done, if it is in the same budget year. City Manager Jennifer Fadden stated, as a general rule, capital projects are funded through the capital projects fund, funds which are transferred from the General Fund. She stated should all of the designated or allocated funds not be expended, the funds remain in the capital projects fund. She stated an example of this is the Bedford Road retaining wall project.

Councilmember Lindamood asked staff if the doors at Station 1 and 3 should be rebid. Fire Chief Brian Riley replied the current bids are the most recent quotes received, but he could obtain additional quotes. Councilmember Lindamood agreed.

7c Update on the status and activities of the Regional Transportation Council (RTC) - Councilmember Mike Taylor

Councilmember Mike Taylor provided an update on the activities of the RTC and answered questions of the City Council.

Mayor Newton asked Councilmember Taylor about the funding shortage and the RTC providing a loan of money up to \$3 million dollars. Councilmember Taylor replied it was passed unanimously. Mayor Newton stated he would prefer for the 121 and 183 corridor to be completed first. Councilmember Taylor stated those funds cannot be spent on the corridor.

Mayor Newton stated this will periodically be placed on the agenda, and it would be very helpful if Councilmember Taylor would provide education on issues such as this. Councilmember Taylor stated the NCTCOG.org website has lots of information such as demographics and maps, and the meetings are now broadcast and on their webserver.

Councilmember Lindamood asked Councilmember Taylor if the rail tracks are going to run from Grapevine to Hurst. Councilmember Taylor replied no, the 121 additional lane improvements will turn south to connect to the North Tarrant Express and the George Bush Toll.

The following persons filled out a speaker card relative to this item; however, it was not a public hearing agenda item: Mike Sexton, 3612 Greenbriar Court; and, Steve Waltens, 716 Duns Tew Path.

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

Kathy Hadley, 204 Timberline Drive North, spoke about the following: a street light at Glade Road and Bedford Road; on Glade Road going east, before Bransford Road, neighborhood on the south side, poor design; really nice to do some lighting for downtown Colleyville to encourage shopping and dining for night entertainment; due to safety allocate the money for fire station doors; stated having concerns for rail lines destroying homes.

Kathleen Hennessey, 5103 Stonebridge Drive, stated having silt water flow from the Preservation development, and provided photos on the overhead screen.

David Medlin, 608 Montreaux Avenue, spoke about representative governance and how frustrating it is that citizens cannot have a say relative to the Regional Transportation Council.

Tony Seris, 5000 Montclair, spoke about his concerns of heavy trucks being on Colleyville roads, and that there should be designated routes for them so that roads such as Glade Road will not fail.

9. REPORTS

Sign Board of Appeals Minutes - February 9, 2016

Planning and Zoning Commission Minutes - December 12, 2016

There was no discussion of this item.

10. ACTION/RESOLUTION: DISCUSSION AND CONSIDERATION OF A RESOLUTION RATIFYING COUNCIL AGENDA ACTION FOR JANUARY 17, 2017 - READING AND PUBLIC HEARING - RESOLUTION R-17-4085

This resolution was not needed.

11. ADJOURNMENT

There being no further business before the City Council, Mayor Newton adjourned the City Council meeting at 10:00 p.m.

Mayor Newton reconvened the executive session at 10:00 p.m.

Mayor Newton adjourned the executive session at 10:40 p.m.

APPROVED BY A VOTE OF _ AYES, _ NAYS, AND _ ABSTENTIONS ON THIS THE 7TH DAY OF FEBRUARY 2017.

Minutes taken and prepared by:

Amy Shelley, TRMC
City Secretary



City of Colleyville City Council Worksession Minutes - DRAFT

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

Tuesday, January 24, 2017
6:00 p.m.

Executive Conference Room
Third Floor – City Hall

Mayor Richard Newton called the Colleyville City Council Worksession to order on January 24, 2017 at 6:02 p.m.

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

Absent: Mayor Pro Tem Chris Putnam

City Manager Jennifer Fadden, Deputy City Manager Chris Fuller, Public Works Director Jeremy Hutt, City Engineer Cheryl Taylor, Fire Chief Brian Riley, and City Secretary Amy Shelley

2. PRESENTATION AND DISCUSSION

2a Presentation and discussion of the Glade Road Project

Public Works Director Jeremy Hutt presented this item and briefed the City Council. Chad Gartner, TranSystems was available for answering City Council questions.

The phases of the Glade Road corridor include the following:

- Phase 1 = Bransford Road to Manning Drive
- Phase 2 = Manning Drive to Pool Road
- Phase 3 = Pool Road to Heritage Avenue
- Phase 4 = Western City limits to Bransford Road

Mayor Newton asked Mr. Gartner if the design work currently being done is for Phase 2. Mr. Gartner replied correct.

Councilmember Coplen asked staff about rutting. Director Hutt explained that rutting is used with a blade to skim coat or provide a scab repair, much like what was completed around the soccer field area along Pleasant Run Road.

Councilmember Taylor asked staff why Stafford Drive will have an overlay. Director Hutt replied there is a transition piece along Stafford Drive from the Phase 1 project to Phase 2 section, and this area is very minimal.

During the August 24, 2016 City Council worksession, staff presented an update on the Glade Road Project and during the discussion at the worksession, City Council identified questions and had requests for additional information about various options for Phase 2 of Glade Road which required further analysis including:

- **Base Option** - Curb and gutters with turn lanes, trail on the north side and sidewalk on the south
- **Option 1** - Ribbon curb with roadside ditches, sidewalk/trail on the south side, sidewalk on the north side from Montclair Drive to Pool Road, and no turn lanes
- **Option 2** - Ribbon curbs with roadside ditches and inlets, sidewalk/trail on the south side, sidewalk on the north from Montclair to Pool Road, and no turn lanes
- **Option 3** - Ribbon curbs with roadside ditches and inlets, sidewalk/trail on the south side, sidewalk on the north from Montclair to Pool Road, and turn lanes

It was noted the Base Option includes an asphalt street section with concrete curbs and would be considered a complete reconstruction of the roadway. Options 1, 2, and 3, include the reconstruction of the existing roadway similar to a full depth reclamation project but with the addition of a concrete ribbon curb as well as various other features depending on the option selected. Options 1, 2 or 3 would result in a new asphalt roadway (including surface and subgrade) with concrete ribbon curbs.

Councilmember Lindamood asked staff about an option without including drainage. Director Hutt replied that would be Option 1.

Councilmember Lindamood asked Mr. Gartner if the trunk line will run all along Glade Road. Mr. Gartner replied yes, with the base option.

Mayor Newton asked Mr. Gartner which options have no turn lanes. Mr. Gartner replied Options 1 and 2.

Councilmember Coplen asked Mr. Gartner about the right-of-way needed for these options. She added it appears Options 2 and 3 have the lowest amount needed. Mr. Gartner replied in terms of right-of-way parcels, not easements, the Base Option = 5 parcels; Option 1 = 19; Option 2 = 13; and, Option 3 = 14. He added on top of the right-of-way parcels needed, there are temporary construction and sidewalk easements needed: Base Option = 2; Option 1 = 7 Option 2 = 3; and, Option 3 = 3.

Councilmember Short asked Mr. Gartner if there are sections in the options where sidewalks are not needed. Mr. Gartner replied in Options 1, 2, and 3 there are sections along the north side with no sidewalks.

Councilmember Lindamood asked Mr. Gartner why Option 1 does not have the asphalt reclaim. Mr. Gartner explained that the Base Option does not include reclamation, it is a full reconstruction option; Options 1, 2, and 3 include a reclamation style pavement in which we are matching the roadway profile and staying within the same alignment.

Councilmember Lindamood asked Mr. Gartner about the higher costs. Mr. Gartner replied when they estimate roadways, there will be a line item for the cement and lime stabilization (materials) and a line item for the installation itself. He added the pricing is modeled by projects in the area.

Councilmember Short asked Mr. Gartner if his estimates of projects tend to be high, low, or pretty close to right on. Mr. Gartner replied he tends to be pretty close to the low bid.

Councilmember Nakamura asked Mr. Gartner about the base price of Phase 2. Mr. Gartner replied \$4.6 million. Councilmember Nakamura asked why this was \$900,000 dollars less than the base estimate given to the City Council in the last Glade Road worksession.

Mayor Newton asked Mr. Gartner about what drove the \$900,000. Mr. Gartner replied he tightened the estimate to make it more accurate to match with the additional three options.

Councilmember Coplen asked Mr. Gartner if sometimes having to go four feet underground to get the pipe under the roadway is driving the cost. Mr. Gartner replied the topography of the road follows the flow of the ditches, and typically we are not going the opposite way of that flow, but to keep the roadway footprint smaller, we are having to go underground.

Councilmember Coplen asked Mr. Gartner if this is only with Option 1. Mr. Gartner replied yes.

Councilmember Taylor asked staff if there is a safe depth of the ditches. Director Hutt replied anytime there is an open ditch, it becomes a maintenance issue, such as siltation. Mr. Gartner added the minimum grade with an open ditch (grass lined) is 3/10 of a percent to 1/2 percent over 100 feet.

Councilmember Lindamood asked Mr. Gartner how he knows if the ditches will not work better than the trunk line on Option 2, if the hydraulics have not been completed. Mr. Gartner replied they have not done detailed hydraulics on Options

1, 2, or 3; however, detailed hydraulics have been completed on Phase 1 (plans are 90 percent complete).

Councilmember Nakamura asked Mr. Gartner what it would be for only full depth. Mr. Gartner replied he does not have that number. Councilmember Nakamura stated she would like to get that number.

Councilmember Coplen asked Mr. Gartner how it was determined where to have the turn lanes. Mr. Gartner explained the turn lanes using the roadway exhibits.

Councilmember Nakamura asked Mr. Gartner where the turn lanes will be. Mr. Gartner replied Camelot and Cranbrook; Beldon Trail; Montclair Drive; and East and West Jim Mitchell Trail, Summerbrook; and, the Senior Center.

Councilmember Lindamood asked Mr. Gartner why there is a double turn lane at Jim Mitchell Trail. Mr. Gartner replied because of the spacing of the streets, it does not make sense to discontinue the turn lane and then add it again for Summerbrook.

Councilmember Lindamood asked Mr. Gartner about the tree demolition for each phase. Mr. Gartner explained this includes every tree: Base Option = 49; Option 1 = 132; Option 2 = 62; and Option 3 = 106.

Councilmember Coplen asked Mr. Gartner if the Base Option has the least amount of trees taken. Mr. Gartner concurred.

Mayor Newton asked Mr. Gartner how only 49 trees are included in the Base Option. Mr. Gartner explained how each option affects the trees.

Mayor Newton asked Mr. Gartner if the ditches are being made very wide. Mr. Gartner replied the ditches have been designed to meet the standards.

Mayor Newton asked Mr. Gartner if they have to do the ditches with the wide slope. Mr. Gartner replied this provides a safe roadside, and this is a typical standard design for a roadway like this.

Councilmember Short asked Mr. Gartner if there are any other roadside safety things being done to improve the roadside. Mr. Gartner explained the measures used for roadside safety.

Councilmember Lindamood asked Mr. Gartner if a flood study has been done. Mr. Gartner replied those details have not been completed for Phase 2, but will when we go to design.

Councilmember Lindamood asked Mr. Gartner if the trunk line is necessary from Phase 2 to feed into Phase 1. Mr. Gartner replied yes, they are tying in together,

but it has nothing to do with drainage from Phase 2, only the drainage from Phase 1.

Councilmember Lindamood asked Mr. Gartner why the trunk line is needed in Phase 2. Mr. Gartner replied the ditches are inadequate. Councilmember Lindamood stated he does not believe there to be a drainage issue now; therefore, the ditch seems to be adequate.

Councilmember Coplen asked Mr. Gartner if the standards for ditches has changed since they were put in. Mr. Gartner replied yes, criteria changes regularly. Director Hutt added he does not believe the ditches were actually designed/engineered, they have existed since the roadway was a county road. He stated the ditches currently work with the existing roadway; however, the ditches may not have the 100 year flood capacity as required by the Land Development Code.

Councilmember Lindamood stated he believes there will be flooding issues if the ditches are laid back.

Councilmember Short asked Mr. Gartner how the Base Option would prevent flooding. Mr. Gartner replied with the Base Option, the curb and gutter will drain the water into the roadway, no running water will drain off the right-of-way into private property.

Councilmember Taylor asked Mr. Gartner if there is any possible way that the road bed would be lowered, in Phase 2, particularly through the Chelsea Park area. Mr. Gartner replied with the Base Option, it could be lowered some to make the water drain into the curb. He added with the other options, we are matching the existing roadway, no changes to the profile.

Councilmember Lindamood asked Mr. Gartner if the trunk line only runs under the driveways. Mr. Gartner replied with Option 1, there is a trunk line that runs under the street from the west end of Phase 2 to the ponds just to the east of Camelot Drive.

It was noted that Mr. Gartner did not make clear to the City Council at the beginning of the presentation that there was a drainage trunk line under the road for Option 1. It was not shown on the drawings and not clearly explained.

Councilmember Short asked Mr. Gartner if the line runs from Bluebonnet Drive to the creek. Mr. Gartner replied yes, it shows up on all of the options.

Mayor Newton asked Mr. Gartner how many trees are from where the trunk line stops to the west end. Mr. Gartner replied he does not have the breakdown on the trees by stretch only by the phases.

Councilmember Short asked Mr. Gartner if having a smaller pipe with Option 2 could save some money. Mr. Gartner replied it could save some money, but not a big dollar amount.

Councilmember Taylor asked Mr. Gartner if the barrier curb option provides the tightest footprint. Mr. Gartner replied correct.

Councilmember Lindamood asked Mr. Gartner if the roadway is being shifted to the south between Chelsea Drive and Camelot Drive. Mr. Gartner replied yes, this was done after the previous Glade Road worksession.

Councilmember Nakamura stated being concerned about the \$19 million dollar cost for one roadway in Colleyville.

Mayor Newton stated he would like to see a table or matrix that includes all of the phases, options, costs, tree count, the mix and match recommendations, and full depth reclamation.

Director Hutt asked Councilmember Lindamood about the options he would like to see. Councilmember Lindamood replied a full depth reclamation with no drainage; within the right-of-way, without having to get into the ditches. Director Hutt acknowledged and added a pavement rehab, with a ribbon curb component, and no drainage work. Councilmember Lindamood agreed.

Councilmember Short asked Mr. Gartner if the ditches will get steeper if the roadway gets any wider at all. Mr. Gartner replied yes, or the ditch will become shallow.

Councilmember Coplen stated she would like the concrete on the side of the asphalt to help make the street last longer. Director Hutt replied the number may be higher than expected with the ribbon curb because areas where the slope gets too steep will need to be addressed.

Mayor Newton suggested looking at the full depth reclamation only with and without the ribbon curb option itself.

Councilmember Taylor asked staff if there have been any complaints relative to drainage since the roadway improvements were made on Pleasant Run Road, south of Bogart. Director Hutt replied he has not had to deal with any complaints personally.

Councilmember Lindamood suggested a cost be provided with a six inch curb option as opposed to just the ribbon curb.

Councilmember Coplen asked Mr. Gartner if we are also looking to keep the turn lanes. Mr. Gartner replied the Base Option and Option 3 have turn lanes.

Mayor Newton asked Mr. Gartner what he would recommend. Mr. Gartner stated he recommends the Base Option, all the way past Camelot Drive, with a barrier curb section and no ditches; from that point on, Option 3, east of Camelot Drive, with a swale type ditch to carry the storm drain to the end.

Councilmember Short asked Mr. Gartner if the sidewalk at Montclair Drive could be extended to tie in. Mr. Gartner explained using the exhibits how the sidewalk could be tied in at Montclair Drive.

Director Hutt summarized the discussion: look at the cost of just a reclamation project; that component with the addition of a ribbon curb scenario; a hybrid of the Base Option and a component of Option 3 with the split point being at the Beldon Hollow area; and a matrix table that includes costs, trees, and right-of-ways.

Mayor Newton agreed, but replied that does not guarantee this will be the end of the options.

Councilmember Nakamura stated she wants to be sure the costs are confirmed for the other phases as well.

Mayor Newton asked staff what is driving Phases 3 and 4, what is the benefit. Director Hutt replied the project had been split with good milestones; however, it is up to the City Council if they want to move forward or look at different scenarios. He added Roberts Road had been discussed with Phase 3; however, it is now being discussed with the Roberts Road design project, so one of the components of Glade Road will be addressed with that project.

Councilmember Nakamura asked Mayor Newton about the total TIF funds. Mayor Newton replied about \$20 million, but he does not want to spend more than approximately \$10 million dollars of TIF funds on Glade Road.

Councilmember Short asked Mr. Gartner if costs have been included with the identification of the right-of-way parcels. Mr. Gartner replied yes, it is included in the estimates.

Councilmember Lindamood asked Mr. Gartner if this is included in the original scope, or will this cost extra. Director Hutt replied conversations have been had with Mr. Gartner about opportunities to amend the current scope to allow for the additional services being requested. He stated there will be a time in which the scope will need to be amended.

Councilmember Coplen asked Mr. Gartner when he will be coming back. Mr. Gartner replied he will need to visit with his team to see when they can turn this around. He stated the last change included extensive scenarios.

3. ADJOURNMENT

There being no further business before the City Council, Mayor Newton adjourned the worksession at 7:47 p.m.

APPROVED BY A VOTE OF ___ AYES, ___ NAYS, AND ___ ABSTENTIONS ON THIS THE 7TH DAY OF FEBRUARY 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 4c

Agenda Date 02/07/2017

Number Resolution R-17-4087

Type Resolution

Department Human Resources

Title

Approval of a Professional Services Agreement between the City of Colleyville and Management Advisory Group International, Inc. for a Classification and Compensation Study and authorize the city manager to execute the agreement

Strategy Map Connection

B4- Cultivate a culture of transparency and consistent communication

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. On December 22, 2016, the City Council appointed citizens and City Council representatives to a committee to assist with the study. The purpose of the 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. The committee members include:

- Mayor Richard Newton
- Councilmember Nancy Coplen
- Councilmember Tammy Nakamura
- Citizen Representative Bo Bottger
- Citizen Representative Lenonna Nichols
- Citizen Representative Scott Redfearn
- Director of Public Works Jeremy Hutt
- Director of Human Resources Rachel Huitt
- Assistant Police Chief Robert Hinton
- Fire Battalion Chief Tim Folden
- Strategic Services Manager Adrienne Lothery
- Parks Manager Heather Dowell

The committee interviewed two consulting firms on January 23, 2017 and, based on the results of those interviews, the committee is recommending Management Advisory Group International, Inc. (MAG) conduct the study. MAG has extensive classification and compensation design experience working with a variety of public sector clients, including cities, counties, school districts, universities and transit systems. Cities they

have performed this type of study for in Texas include the cities of Brownsville, Lubbock, Grand Prairie, and Irving.

Staff is recommending approval of the Professional Services Agreement with Management Advisory Group International, Inc.

Financial Impact

The City budgeted \$50,000 for this study and the proposed contract is under budget at \$46,500.

Recommendation

Approve

Attachments

1. Professional Services Agreement
2. Exhibit A - City's Request for Proposal
3. Exhibit B - Professional's Response to City's Request for Proposal

STATE OF TEXAS §
 §
COUNTY OF TARRANT §

PROFESSIONAL SERVICES AGREEMENT

This Professional Services Agreement (the “Agreement”) is made by and between the City of Colleyville, Texas (“City”) and Management Advisory Group International, Inc. (“Professional”), (each a “Party” and collectively the “Parties”), acting by and through their authorized representatives.

Recitals:

WHEREAS, the City desires to engage the services of Professional as an independent contractor and not as an employee in accordance with the terms and conditions set forth in this Agreement; and

WHEREAS, Professional desires to render consulting services to conduct and prepare a comprehensive classification compensation study in accordance with the terms of this Agreement (the “Services”);

NOW THEREFORE, in exchange for the mutual covenants set forth herein and other valuable consideration, the sufficiency and receipt of which is hereby acknowledged, the Parties agree as follows:

Article I
Term

This term of this Agreement shall begin on the last date of execution hereof (the “Effective Date”) and continue until completion of the services provided herein.

Article II
Contract Documents

2.1 This Agreement consists of the following contract documents:

- A. This Agreement;
- B. The City’s Request for Proposals (Exhibit “A”); and
- C. Professional’s Response to City’s Request for Proposal (Exhibit “B”).

2.2 The documents listed in Section 2.1 above shall be referred to collectively as “Contract Documents”. In the event there exists a conflict between any term, provision and/or interpretation of the Contract Documents, the documents shall take precedent and control in the order listed in Section 2.1 above.

Article III Scope of Services

3.1 The Parties agree that Professional shall perform the Services under this Agreement in accordance with the terms and conditions of Exhibits “A” and “B” which are attached hereto and incorporated herein (the “Scope of Services”).

3.2 The Parties acknowledge and agree that any and all opinions provided by the Professional in connection with the Scope of Services represent the professional judgment of the Professional, in accordance with the standard of care applicable by law to the services performed hereunder.

3.3 Upon execution of this Agreement, the City has the right to use the Professional’s instruments of service, including but not limited to reports, maps, cost estimates, recommendations or other deliverables for the Project, provided that the City substantially performs its obligations, including prompt payment of all sums when due, under this Agreement. The City’s employees, agents, contractors and subcontractors may reproduce applicable portions of the instruments of service for use in performing services or construction for the Project. Upon payment of all amounts due Professional hereunder, all deliverables, materials and reports prepared by the Professional in connection with this Agreement shall become the property of the City. The City shall have the right to publish, disclose, distribute and otherwise use such deliverables, materials and reports only for those purposes for which they were intended and in accordance with the provisions contained in Paragraph 3.4 below. Subject to the foregoing, Professional shall, upon completion of the services, or earlier termination, provide the City with the deliverables, drawings, reports, maps, and materials prepared by Professional as set forth in the Scope of Services.

3.4 The City acknowledges that certain report formats to be provided by the Consultant are copyrighted. However, in accordance with applicable “Public Records” laws, each file and all papers pertaining to any activities performed for or on behalf of the Client are public records available for inspection by any person even if the file or paper resides in the Consultant’s office or facility. The City shall agree, to the extent permitted by law, to protect any information deemed a trade secret as that term is used within applicable statutes. Consultant asserts that its **Classification Manager®**, **Performance Manager®** and **Market Manager®** software, Job Analysis Questionnaire (JAQ), methodology section of the proposal, and software development manuals and related documentation for the software are trade secrets and as such are not subject to disclosure.

Article IV Schedule of Work

Professional agrees to commence services immediately upon written direction from the City and to complete the required services in accordance with a project timeline established by mutual agreement of both the City and Professional (“Project Timeline”).

Article V

Compensation and Method of Payment

5.1 City shall compensate Professional \$46,500 for the Services performed under this Agreement.

5.2 City reserves the right to delay, without penalty, any partial payment when, in the opinion of City, Professional has not made satisfactory progress on the Services in accordance with the Project Timeline.

5.3 Except as provided in Section 5.2 above, City shall pay Professional within thirty (30) days of the receipt of a proper invoice provided there are no errors or discrepancies and that all work noted on the invoice has been completed. Any errors, discrepancies or the invoicing of work not completed may result in a delay in payment.

Article VI

Devotion of Time; Personnel; and Equipment

6.1 Professional shall devote such time as reasonably necessary for the satisfactory performance of the work under this Agreement. Should the City require additional services not included under this Agreement, Professional shall make reasonable efforts to provide such additional services at mutually agreed charges or rates in writing, and within the time schedule prescribed by the City, and without decreasing the effectiveness of the performance of services required under this Agreement.

6.2 To the extent reasonably necessary for Professional to perform the services under this Agreement, Professional shall be authorized to engage the services of any agents, assistants, persons, or corporations that Professional may deem proper to aid or assist in the performance of the services under this Agreement. The cost of such personnel and assistance shall be borne exclusively by Professional.

6.3 Professional shall furnish the facilities, equipment, telephones, facsimile machines, email facilities, and personnel necessary to perform the services required under this Agreement unless otherwise provided herein.

6.4 Professional shall be responsible for the professional quality, technical accuracy, and the coordination of all designs, drawings, specifications, plans and other services furnished by Professional under this Agreement. Professional shall, without additional compensation, correct or revise any errors or deficiencies in the design, drawings, specifications, plans and other services.

Article VII

Relationship of Parties

It is understood and agreed by and between the Parties that in satisfying the conditions of this Agreement, Professional is acting independently, and that the City assumes no responsibility or liabilities to any third party in connection with these actions. All services to be performed by

Professional pursuant to this Agreement shall be in the capacity of an independent contractor, and not as an agent or employee of the City. Professional shall supervise the performance of its services and shall be entitled to control the manner and means by which its services are to be performed, subject to the terms of this Agreement. As such, the City shall not: train Professional, require Professional to complete regular oral or written reports, require Professional devote its full-time services to the City, or dictate Professional's sequence of work or location at which Professional performs its work.

Article VIII Insurance

Professional shall provide and maintain for the duration of this Agreement and, for the benefit of the City (naming the City and its officers, agents and employees as additional insureds), insurance coverage as set forth in Exhibit "A". Professional shall provide two (2) copies of the Certificate of Insurance verifying that Professional has obtained the required insurance coverage for the City prior to the Effective Date of this Agreement.

Article IX Indemnification

CITY SHALL NOT BE LIABLE FOR ANY LOSS, DAMAGE, OR INJURY OF ANY KIND OR CHARACTER TO ANY PERSON OR PROPERTY ARISING FROM THE SERVICES OF PROFESSIONAL PURSUANT TO THIS AGREEMENT. PROFESSIONAL HEREBY WAIVES ALL CLAIMS AGAINST CITY, ITS OFFICERS, AGENTS AND EMPLOYEES (COLLECTIVELY REFERRED TO IN THIS SECTION AS "CITY") FOR DAMAGE TO ANY PROPERTY OR INJURY TO, OR DEATH OF, ANY PERSON ARISING AT ANY TIME AND FROM ANY CAUSE OTHER THAN THE NEGLIGENCE OR WILLFUL MISCONDUCT OF CITY OR BREACH OF CITY'S OBLIGATIONS HEREUNDER. PROFESSIONAL AGREES TO INDEMNIFY AND SAVE HARMLESS CITY FROM AND AGAINST ANY AND ALL LIABILITIES, DAMAGES, CLAIMS, SUITS, COSTS (INCLUDING COURT COSTS, ATTORNEYS' FEES AND COSTS OF INVESTIGATION) AND ACTIONS OF ANY KIND BY REASON OF INJURY TO OR DEATH OF ANY PERSON OR DAMAGE TO OR LOSS OF PROPERTY TO THE EXTENT CAUSED BY PROFESSIONAL'S NEGLIGENT PERFORMANCE OF SERVICES UNDER THIS AGREEMENT OR BY REASON OF ANY NEGLIGENT ACT OR OMISSION ON THE PART OF PROFESSIONAL, ITS OFFICERS, DIRECTORS, SERVANTS, EMPLOYEES, REPRESENTATIVES, CONSULTANTS, LICENSEES, SUCCESSORS OR PERMITTED ASSIGNS (EXCEPT WHEN SUCH LIABILITY, CLAIMS, SUITS, COSTS, INJURIES, DEATHS OR DAMAGES ARISE FROM OR ARE ATTRIBUTED TO NEGLIGENCE OF THE CITY, IN WHOLE OR IN PART, IN WHICH CASE PROFESSIONAL SHALL INDEMNIFY CITY ONLY TO THE EXTENT OR PROPORTION OF NEGLIGENCE ATTRIBUTED TO PROFESSIONAL AS DETERMINED BY A COURT OR OTHER FORUM OF COMPETENT JURISDICTION). PROFESSIONAL'S OBLIGATIONS UNDER THIS SECTION SHALL NOT BE LIMITED TO THE LIMITS OF COVERAGE OF INSURANCE MAINTAINED OR REQUIRED TO

BE MAINTAINED BY PROFESSIONAL UNDER THIS AGREEMENT. THIS PROVISION SHALL SURVIVE THE TERMINATION OF THIS AGREEMENT.

PROFESSIONAL'S INDEMNITY OBLIGATIONS UNDER THE FOREGOING PROVISION SHALL BE LIMITED TO AN AGGREGATE TOTAL AMOUNT NOT TO EXCEED THE GREATER OF ONE MILLION DOLLARS (\$1,000,000.00) OR THE MAXIMUM AGGREGATE LIMIT OF PROFESSIONAL'S INSURANCE POLICY APPLICABLE TO THE SERVICES TO BE PERFORMED UNDER THIS AGREEMENT.

Article X Availability of Funds

If monies are not appropriated or otherwise made available to support continuation of performance in a subsequent fiscal period, this Agreement shall be canceled and Professional may only be reimbursed for the reasonable value of any non-recurring costs incurred but not amortized in the price of services delivered under this Agreement or which are otherwise not recoverable. The cost of cancellation may be paid from any appropriations for such purposes.

Article XI Termination

Either Party may terminate this Agreement by giving thirty (30) days prior written notice to the other Party. In the event of such termination, the Professional shall deliver to City all finished and unfinished documents, data, studies, surveys, drawings, maps, models, reports, photographs or other items prepared by the Professional in connection with this Agreement. Professional shall be entitled to compensation for any services completed to the reasonable satisfaction of the City in accordance with this Agreement prior to such termination.

Article XII Miscellaneous

12.1 Entire Agreement. This Agreement constitutes the sole and only agreement between the Parties and supersedes any prior understandings, written or oral agreements between the Parties with respect to this subject matter.

12.2 Authorization. Each Party represents that it has full capacity and authority to grant all rights and assume all obligations granted and assumed under this Agreement.

12.3 Assignment. Professional may not assign this Agreement in whole or in part without the prior written consent of the City. In the event of an assignment by Professional to which City has consented, the assignee shall agree in writing with the City to personally assume, perform, and be bound by all the covenants, and obligations contained in this Agreement.

12.4 Successors and Assigns. Subject to the provisions regarding assignment, this Agreement shall be binding on and inure to the benefit of the Parties to it and their respective heirs, executors, administrators, legal representatives, successors and assigns.

12.5 Governing Law. The laws of the State of Texas shall govern this Agreement; and venue for any action concerning this Agreement shall be in the State District Court of Tarrant County, Texas. The Parties agree to submit to the personal and subject matter jurisdiction of said court.

12.6 Amendments. This Agreement may be amended by the mutual written agreement of the Parties.

12.7 Severability. In the event any one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provisions, and the Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained in it.

12.8 Survival of Covenants. Any of the representations, warranties, covenants, and obligations of the Parties, as well as any rights and benefits of the Parties, pertaining to a period of time following the termination of this Agreement shall survive termination.

12.9 Recitals. The recitals to this Agreement are incorporated herein.

12.10 Notice. Any notice required or permitted to be delivered hereunder may be sent by first class mail, overnight courier or by confirmed telefax or facsimile to the address specified below, or to such other Party or address as either Party may designate in writing, and shall be deemed received three (3) days after delivery set forth herein:

If intended for the City:

Jennifer Fadden
City Manager
City of Colleyville
100 Main Street
Colleyville, Texas 76034

With Copy to:

Whitt L. Wyatt
City Attorney
Nichols, Jackson, Dillard,
Hager & Smith, L.L.P.
1800 Ross Tower
500 N. Akard
Dallas, Texas 75201

If intended for Professional:

Mr. Donald C. Long, Ph.D.
President
Management Advisory Group International, Inc.
13580 Groupe Drive, Suite 200
Woodbridge, Virginia 22192

12.11 Counterparts. This Agreement may be executed by the Parties hereto in separate counterparts, each of which when so executed and delivered shall be an original, but all such counterparts shall together constitute one and the same instrument. Each counterpart may consist of any number of copies hereof each signed by less than all, but together signed by all of the Parties hereto.

12.12 Exhibits. The exhibits attached hereto are incorporated herein and made a part hereof for all purposes.

12.13 Audits and Records. Professional agrees that during the term hereof the City and its representatives may, during normal business hours and as often as deemed necessary, inspect, audit, examine and reproduce any and all of Professional's records relating to the services provided pursuant to this Agreement for a period of one year following the date of completion of services as determined by the City or date of termination if sooner.

12.14 Conflicts of Interests. Professional represents that no official or employee of the City has any direct or indirect pecuniary interest in this Agreement. Professional further agrees to complete and submit all conflicts of interest forms required by the City and/or Contract Documents.

12.15 Compliance with Federal, State & Local Laws. Professional shall comply in performance of services under the terms of this Agreement with all applicable laws, ordinances and regulations, judicial decrees or administrative orders, ordinances, and codes of federal, state and local governments, including all applicable federal clauses.

12.16 Force Majeure. No Party will be liable for any default or delay in the performance of its obligations under this Agreement if and to the extent such default or delay is caused, directly or indirectly, by fire, flood, earthquake, elements of nature or acts of God, riots, civil disorders, acts of terrorism or any similar cause beyond the reasonable control of such Party, provided that the non-performing Party is without fault in causing such default or delay. The non-performing Party agrees to use commercially reasonable efforts to recommence performance as soon as possible.

12.17 No Waiver of Rights. Neither City's review, approval or acceptance of, nor payment for any of the Services required under this Agreement, shall be construed to operate as a waiver of any rights under this Agreement or of any cause of action arising out of the performance of this Agreement, and Professional shall be and remain liable to City in accordance with applicable law for all damages to City caused by Professional's negligent performance of any of the services furnished under this Agreement.

[Signature page to follow]

EXECUTED this _____ day of _____, 2017.

CITY OF COLLEYVILLE, TEXAS

By: _____
Jennifer Fadden, City Manager

Approved as to form:

By: _____
Whitt L. Wyatt, City Attorney
(WLW:1/24/17:81313v3)

EXECUTED this _____ day of _____, 2017.

PROFESSIONAL

By: _____

Name: _____

Title: _____

EXHIBIT A

Request for Proposal HR-2016-02

EXHIBIT B

Professional's Response to RFP HR-2016-02



CITY OF COLLEYVILLE

REQUEST FOR PROPOSALS

Proposal Reference Number: #HR-2016-02

Project Title: Classification & Compensation Study

Closing Date: Monday, December 5, 2016
3:00 P.M. (CST)

REQUEST FOR PROPOSAL

The City of Colleyville (City) is requesting proposals from highly qualified consultants to conduct a comprehensive classification and compensation study for regular full-time and part-time positions, to include an evaluation of City benefits. The successful Consultant will provide the City a recommendation with implementation options regarding its compensation structures and possible improvements of its classification system processes and structures.

Submission of Proposals

One (1) original and eleven (11) flash drives of all proposal documents shall be submitted in sealed packages. Proposer's name and address shall be clearly marked on the outside of the package. Facsimile transmittals or offers communicated by telephone will not be accepted or considered. Proposal information that is not submitted in sealed packages will not be considered.

All proposals shall be sealed and clearly labeled on the front of the envelope with:

REQUEST FOR PROPOSAL:

Classification and Compensation Study #HR-2016-02

DUE: 3:00 P.M. (CST), Monday, December 5, 2016

Mail or deliver responses to the following address:

City of Colleyville
Human Resources Department
100 Main Street
Colleyville, TX 76034

Sealed proposals will be received until 3:00 P.M. (CST), Monday, December 5, 2016 by the City of Colleyville, Texas Human Resources Department at which time they will be opened. Responses received after the closing date and time will not be considered.

The City reserves the right to reject any and/or all proposals and to waive all formalities. For further information contact Rachel Huitt at 817-503-1072.

All costs incurred by the vendor in responding to this RFP shall be the full responsibility of the vendor. Nothing herein shall create an obligation on the part of the City of Colleyville to do business with the vendor in this RFP process.

Background

The City of Colleyville is located in the heart of the Dallas/Fort Worth metroplex area, within minutes of DFW International Airport. Colleyville is a premiere destination in which to live, work and play. The population of Colleyville is currently estimated to be 24,230.

The City functions under the Council-Manager form of local government and is not civil service. Colleyville is a full service community providing a high level of services to its residents. The Mayor and six-member Council are elected at-large for staggered three year terms. The City Manager is appointed by the Council and serves as the chief executive officer for the City, ensuring that the policies of the Council are implemented and that the entire community is being served. The City Manager prepares the budget for Council's consideration; recruits, hires and supervises the local government staff; and serves as the Council's chief advisor. Approximately 237 full and part-time employees service the City's population.

Purpose

The City of Colleyville desires to maintain an internally and externally equitable, yet competitive, classification and compensation plan. The compensation plan will be used internally to reward employee performance and externally to attract and/or retain qualified employees while ensuring compliance with state and federal statutes. The City also desires to ensure its benefit offerings are competitive with the market.

Information

Below is information about the City of Colleyville that may assist you with the proposal response:

1. The City of Colleyville administers three separate pay plans – General, Police and Fire. There are approximately 30 broad-banded position titles when looking at the three pay plans combined.
2. A committee, which includes members of City staff and the City Council, as well as citizens selected by the City Council (the "Committee"), has been assigned to work with the Consultant on this project.
3. There is a current pay for performance (merit) system in place.
4. The last formal salary survey was conducted in 2013. Adjustments to the pay plans (minimum, midpoint, maximum) have been made as budgeted.
5. It is the desire of the City to include an annual review as part of the classification and compensation philosophy.

6. The City has both recruitment and retention challenges, such as:
 - a) Police and fire agencies within the Dallas/Fort Worth region are becoming increasingly competitive. Many agencies are using step pay plans which essentially guarantee a pay increase to employees each year. In addition, there are agencies that are moving their public safety pay plans at a higher percentage than general government pay plans. Currently, Colleyville moves all ranges at the same percentage.
 - b) The City of Colleyville is a full service City with a variety of industries represented within our pay structures. Some of these industries have different markets which are highly competitive with a limited labor supply. As such, the City needs a salary structure(s) that can be adaptable to the dynamic markets.
 - c) The City has been limited with traditional compensation practices. Some positions, such as engineers and construction inspectors, are competing with organizations that have other cash incentives/bonuses that increase their total compensation. To be truly competitive for the long-term, we need to explore innovative ways to better compete with these organizations.
 - d) The gas/oil and construction industries create recruitment and retention challenges with field technician and maintenance positions.
7. The Consultant will need to work with the Committee and the City Council on recommendations for benchmark cities (comparison/ index).
8. The Consultant or Firm will need to collect information on base pay and benefits such as health insurance and retirement.

Scope of Services

The City is seeking a Consultant or Firm who will provide the following compensation and classification services to include, but not limited to:

1. Meet with the Committee and the City Council to assess concerns and finalize the methodology and instruments to be used.
2. Present a project plan to the Committee and City Council which includes project timelines with "milestone" dates.
3. Work with the Committee and the City Council to establish and evaluate benchmark (comparison/index) positions and benchmark (comparison/index) cities to be used in determining the City's "competitive market." The Consultant may use criteria such as:

- a. population;
 - b. growth rate;
 - c. proximity to major metropolitan areas;
 - d. similarity of services provided;
 - e. similarity of tax base;
 - f. land size;
 - g. City demographics; and,
 - h. government structure.
4. Conduct job analysis to establish pay grades/classification groups for City positions.
5. Review and update the job descriptions to ensure that:
 - a. titles and content are current;
 - b. essential duties are specified;
 - c. they are ADA/EEO compliant;
 - d. physical requirements are clearly stated and relevant to the job; and,
 - e. FLSA status is correct.
6. Review current compensation philosophy.
7. Determine City's compensation philosophy with Committee and the City Council to obtain direction and consensus.
8. Conduct a customized market salary data analysis for all full time and part time positions.
9. Recommend and identify a competitive position within the market (i.e. percentile).
10. Based on results of survey, recommend pay structures (grades/classification groups and pay ranges).
11. Develop and propose a sustainable compensation system.
12. After the appropriate pay structures are created, coordinate with the City to illustrate initial (single) and/or multi-year implementation cost scenarios.
13. Assist the City in developing a sustainable compensation plan that allows employees to advance within the range based on performance/merit.
14. Discuss implementation strategies to present to the Committee and the City Council.
15. Meet with the Committee and City Council as required.
16. Provide administrative guidelines to the City, including comprehensive training for key City staff members for implementation and ongoing maintenance of the approved classification and compensation plan. This

includes training to the City Human Resources staff in the job analysis system utilized by the firm.

17. All deliverables must be in hard copy and electronic format suitable for ongoing customization and implementation by the Human Resources Department.
18. Provide telephone or email support for twelve (12) months following the City's acceptance of the final deliverables for questions relating to the classification and compensation study.

Proposal Requirements

The City has limited funding allocated for the completion of this project. Consultants are encouraged to be creative and resourceful in proposing the most cost-effective and efficient solutions for the outlined needs.

The proposal, in a format decided by the firm, must contain the following information:

1. Experience of the firm in conducting similar studies for governmental entities.
2. Minimum of five (5) references, including names, addresses, and telephone numbers of parties for whom comparable work has been performed in the past five (5) years. At least two (2) of the references must be a municipality. Include current and past clients. See attached reference sheet.
3. List of all personnel to be involved in this study with a clear indication of their responsibilities in this study, previous team experience with similar studies, and professional resume. It is understood by the City that the individuals specified in the consultant's proposal are the individuals who will do the work associated with the classification and compensation study, as described in the proposal. Any staff changes must be approved in writing by the Human Resource Director.
4. Details of any instances in which the Consultant or Firm has ever had to legally defend themselves for services provided in either a formal lawsuit or informal legal proceeding, including alternative dispute resolution processes such as settlement discussions, mediation and/or arbitration.
5. Management approach and philosophy.
6. A detailed description of the job analysis and compensation methodology to be used.
7. Proposed time line to include start and completion dates for each phase of the study and to identify specific milestones.

8. Include a detailed description and methodology for each phase of the plan to achieve the Scope of Services.
9. Any additional information which the Consultant deems appropriate.
10. Total cost to provide all services relating to the classification and compensation study as described in the Scope of Services.
11. Detailed description of how the proposed cost/expense structure and/or fee structure were developed.
12. Define the general conditions and associated range of fees, costs, contingencies and expenses, expected staffing necessary to complete the project within the timelines described in the scope of services and whether you offer discounts for prompt payment.

Proposal Evaluation Process and Contract Award

An award of a contract to provide the services specified herein will be made using Competitive Sealed Proposals, in accordance with Chapter 252 of the Texas Local Government Code and with the City's Purchasing Policy. The City will evaluate all proposals to determine which Proposers are reasonably qualified for the award of the contract, applying the evaluation factors and emphasis to be placed on each factor as identified within the RFP.

The City may, at its sole discretion, conduct discussions with or accept proposal revisions from any reasonably qualified Proposer.

The City reserves the right to determine which proposal will be most advantageous to the City.

An evaluation committee will consist of members of the City staff and City Council, as well as citizens selected by the City Council. The Committee will evaluate the responses, interview one or more firms, and recommend one or more firms to the City Council. Selection of a firm may be made without discussion with proposers after proposals are received. Therefore, proposals should be submitted on the most favorable terms.

The Committee will select a Consultant or Firm that will be recommended to the City Council for award of a contract.

The sole objective of the Committee will be to select the proposal that is most responsive to the needs of the City. The selection of which Proposer(s) to be interviewed will be based on the evaluators' scores achieved on the proposal evaluation ratings. The highest ranked Proposer(s) will be invited to interview with the Committee.

Upon completion of the interview process, the highest ranked Proposer(s) from those interviews will be invited to enter into final negotiations with the City. If an agreement cannot be reached, negotiations will be ended, and the second highest ranked Proposer may be contacted for negotiations. This process may continue until successful negotiations are achieved. However, the City of Colleyville reserves the right to terminate negotiations with any Proposer should it be in the best interest of the City.

The City of Colleyville reserves the right to modify the activities, time line, or any other aspect of the process at any time, as deemed necessary. By requesting proposals, the City is in no way obligated to award a contract or pay the expenses of proposing institutions in connection with the preparation or submission of a proposal. The awarding of any contract shall be contingent on the availability of funds and the requisite staff and City Council approvals.

A copy of the City of Colleyville's Professional Services Agreement is attached.

Proposal Evaluation Factors

Points Available	Factor
30	Ability to provide all requested services
45	Experience and demonstrated success in providing compensation and classification solutions
25	Overall cost for requested services

Interview Evaluation Factors

Points Available	Factor
35	Ability to explain difficult concepts to multiple audiences
30	Ability to respond to difficult questions in a clear and concise manner
35	Overall presentation skills

Tentative Schedule of Events

Proposal Release Date:	November 19, 2016
Deadline for Submittal of Written Questions:	November 28, 2016 @ 5:00 P.M (CST)
Sealed Proposals Due & Opened:	December 5, 2016 @ 3:00 P.M. (CST)
Anticipated Council Award:	December 20, 2016

Delivery of Proposals

It shall be the responsibility of each submitting Proposer to ensure proposal is turned in to the City of Colleyville before the due date and time. The official time shall be determined by the clock located in 2nd Floor Training Room of City Hall.

Proposals are due no later than 3:00 P.M., Monday, December 5, 2016. Late proposals will not be accepted under any circumstances.

Proposals must be completed and delivered in sufficient time to avoid disqualification for lateness due to delivery difficulties.

All required documents are to be complete and accurate with all appropriate signatures. Packages are to be sealed and clearly identified.

Proprietary Information

All material submitted to the City of Colleyville becomes public property and is subject to the Texas Open Records Act upon receipt. If a vendor does not desire proprietary information in the proposal to be disclosed, each page must be identified and marked proprietary at time of submittal. The City will, to the extent allowed by law, endeavor to protect such information from disclosure. The final decision as to what information must be disclosed, however, lies with the Texas Attorney General. Failure to identify proprietary information will result in all unmarked sections being deemed non-proprietary and available upon public request.

Proposal Response

Information provided in the proposals will be used to evaluate the professional qualifications of the Consultant or Firm and to determine which will be selected to provide professional services for the City.

Responses must be complete in accordance with the requirements of this RFP. Statements made by a Proposer shall be without ambiguity, and with adequate elaboration, where necessary, for clear understanding.

There is no expressed or implied obligation for the City of Colleyville to reimburse responding firms for any expenses incurred in preparing proposals in response to this request. All costs associated with preparing a proposal in response to a solicitation shall be the full responsibility of the Proposer.

The City of Colleyville reserves the right to reject any or all proposals, in whole or part, to waive any informality in any proposal, request additional information, and to accept the proposal which, in its discretion, is in the best interest of the City of Colleyville.

Questions, Clarifications and Issuance of Addenda

In order to ensure fair and objective evaluation, all questions related to this RFP are to be addressed to the Human Resources Department. Contact with any other City employee is expressly prohibited without prior consent of the Human Resources Department. Consultants or Firms directly contacting other City employees will risk elimination of their proposal from further consideration.

Any explanation, clarification or interpretation desired by a Proposer regarding any part of the RFP must be requested from Rachel Huitt, Human Resources Director no later than 5:00 p.m. on Monday, November 28, 2016. Requests for explanations or clarifications may be emailed to rhuitt@colleyville.com. Emails must clearly identify the RFP number and title.

If the City, in its sole discretion, determines that a clarification is required, such clarification shall be issued in writing in the form of an Addenda. Sole issuing of addenda shall be vested in the Human Resources Department. Addenda shall be sent to all who are known to have received a copy of the RFP. Proposers shall acknowledge receipt of all addenda within the RFP responses.

Interpretations, corrections, or changes to the RFP made in any other manner are not binding upon the City of Colleyville, and Proposers shall not rely upon such interpretations, corrections, or changes. Oral explanations or instructions given before the award of the contract are not binding. It is the sole responsibility of the Proposer to check with the City of Colleyville's website to ensure that all available information has been received prior to submission. The City will not be held liable for any addenda information not received by Proposer.

Withdrawal / Modification of Proposals

A Proposer may withdraw a proposal at any time prior to the final submission deadline upon presentation of acceptable identification. The proposer may thereafter submit a new or modified proposal prior to the final submission date.

Any submitted proposal may be withdrawn or revised proposal substituted if a written notice is submitted to Human Resources prior to the submittal deadline.

Any interlineations, alteration, erasure or other amendment made before the submittal deadline, must be signed or initialed by the Proposer or authorized agent, guaranteeing authenticity. Proposals cannot be altered, amended or withdrawn by the Proposer after the submittal deadline. Modifications offered in any other manner, oral or written, will not be considered. A final proposal cannot be changed or withdrawn after the designated time for receipt, except for modifications/clarifications requested by the City of Colleyville after the date of receipt and following any oral presentations.

Award of Contract

It is understood that the City reserves the right to accept or reject any and all proposals and to re-solicit for proposals, as it shall deem to be in the best interest of the City of Colleyville. Receipt and consideration of any proposals shall under no circumstances obligate the City to accept any proposals. If an award of contract is made, it shall be to the responsible Consultant or Firm whose proposal is determined to be the best evaluated offer taking into consideration the relative importance of the evaluation factors set forth in this RFP.

Tax Exemption

The City of Colleyville is exempt from Federal Excise and State Sales Tax; therefore, tax must not be included in any contract that may be awarded from this RFP.

Negotiations

The City reserves the right to negotiate all elements that comprise the successful Consultant or Firm's response to ensure that the best possible consideration can be afforded to all concerned.

Contract Documents

The contract documents shall include the RFP, the Response to the RFP, the Professional Services Agreement, and such other terms and conditions as the parties may agree. A copy of the City of Colleyville's Professional Services Agreement is attached to this RFP.

Unauthorized Communications

In order to ensure fair and objective evaluation, after the release of this solicitation, Proposers' contact with unauthorized City personnel or official regarding this RFP, evaluation, and award process is strictly prohibited.

Contact with personnel of the City of Colleyville other than Rachel Huitt, Human Resources Director, regarding this RFP may be grounds for elimination from the selection process.

General Provisions

The Consultant or Firm may not assign its rights or duties under an award without the prior written consent of the City. Such consent shall not relieve the assignor of liability in the event of default by its assignee.

Error or Omissions

The proposer will not be allowed to take advantage of any errors or omissions in this RFP. Proposers shall promptly notify the City of any omission, ambiguity, inconsistency or error that they may discover upon examination of the documents. The City assumes no responsibility for any errors or misrepresentations that result from incomplete proposals. No plea of ignorance of conditions that exist, or difficulties or conditions concerning the work to be performed, or execution of the work shall be accepted as an excuse for any failure or omission on the part of specifications documents governing the work. The Consultant or Firm awarded the contract shall not be allowed any extra compensation by reason of any matter or aspect prior to the proposal.

Ambiguity

Any ambiguity in the proposal as a result of omission, error, lack of clarity or noncompliance by the Proposer with specifications, instructions and all conditions shall be construed in the favor of the City.

Validity Period

Once the submittal deadline has passed, any proposal shall constitute an irrevocable proposal to provide the commodities and/or services set forth in this RFP at the price(s) shown in the proposal on the terms set forth in the proposal, such proposal to be irrevocable until the earlier of the expiration of ninety (90) days from the submittal deadline, or until a contract has been awarded by the City.

Termination

If this award results in a contract, it shall remain in effect until the contract expires, the performance of services are completed, or termination by the City. In the event of termination, the City reserves the right to award to next best Consultant or Firm as it deems to be in the best interest of the City.

Further, the City may cancel this contract without expense to the City in the event funds have not been appropriated for expenditures under this contract.

Terminate for Cause

The occurrence of any one or more of the following events will justify termination of the contract by the City of Colleyville for cause:

- a. successful Proposer fails to perform in accordance with the provisions of these specifications; or
- b. successful Proposer violates any of the provisions of the specifications; or

- c. successful Proposer violates any of the provisions of the final contract documents; provided that more specific termination provisions may control in the case of an executed professional service agreement;
- d. successful Proposer violates or disregards any statute, rule or regulation applicable to Proposer in performing under the contract documents; or
- e. successful Proposer transfers, assigns, or conveys any or all of its obligations or duties under the contract to another without written consent of the City.

If one or more of the events identified above occurs, the City may terminate the contract by giving the successful Proposer seven (7) days written notice. In such case, the successful Proposer shall only be entitled to receive payment for services provided before the effective date of termination. The successful Proposer shall not receive any payment on account of loss of anticipated profits or revenue or other economic loss resulting from such termination.

When the contract has been so terminated by the City, such termination shall not affect any rights or remedies of the City then existing or which may thereafter accrue.

Termination for Convenience

This contract may be cancelled or terminated at any time by providing Consultant or Firm thirty (30) days written notice. Consultant or Firm may be entitled to payment for services actually performed; to the extent said services are satisfactory.

Termination, Remedies, and Cancellation

When the City has reason to question the Consultant or Firm's intent to perform, the City may demand that written assurances of intent to perform be provided. In the event such a demand is made, and no assurance is given within ten (10) calendar days, the City may treat this failure as an anticipatory repudiation of the contract.

Change Orders

No oral statement of any person shall modify or otherwise change, or effect the terms, conditions, or specifications stated in the resulting contract. All change orders to the contract will be made by the City of Colleyville in writing. Human Resources shall be informed at all times of any change orders.

Venue

The contract will be governed and construed according to the laws of the State of Texas. The contract is performable in Tarrant County, Texas. Venue shall lie exclusively in Tarrant County, Texas. All services shall be provided in accordance

with applicable requirements and ordinances

Conflict of Interest

No public official shall have interest in this contract, in accordance with Vernon's Texas Codes Annotated, Local Government Code Title 5, Subtitle C, Chapter 171. Proposers will be required to submit a Conflict of Interest Questionnaire, stating that no officer or employee of the City has, or will have; during the said term of this contract, any prohibited interest as defined. The Proposer understands that any existence of a prohibited interest at any time during the term of contract will render the contract voidable.

Pursuant to Chapter 176 of the Local Government Code, any person or agent of a person who contracts or seeks to contract for the sale or purchase of property, goods, or services with a local government entity must disclose in the Questionnaire Form CIQ (Questionnaire) the person's affiliation or business relationship that might cause a conflict of interest with the local government entity. By law, the Questionnaire must be filed with the City no later than seven (7) days after the date the person begins contract discussions or negotiations with the City, or submits an application or response to a request for proposals or bids, correspondence, or other writing related to a potential agreement with the City. Updated Questionnaires must be filed in conformance with Chapter 176.

A copy of the Questionnaire Form CIQ is enclosed with the submittal documents. The form is also available at <http://www.ethics.state.tx.us/forms/CIQ.pdf>.

Per the City's Purchasing Policy, Proposers are required to submit the completed Questionnaire with the proposal.

If you have any questions about compliance, please consult your own legal counsel. Compliance is the individual responsibility of each person or agent of a person who is subject to the filing requirement. An offense under Chapter 176 is a Class C misdemeanor.

Ethics

CERTIFICATE OF INTERESTED PARTIES: In 2015, the Texas Legislature adopted House Bill 1295, which added section 2252.908 of the Government Code and applies to all contracts entered into on or after January 1, 2016. The law states that a governmental entity may not enter into certain contracts with a business entity unless the business entity submits a disclosure of interested parties to the governmental entity at the time the business entity submits the signed contract to the governmental entity. The law applies to all contracts/purchases of a governmental entity that require action or vote by the governing body of the entity.

With regards to the City of Colleyville, a vendor that is awarded this contract will be required to electronically create a Form 1295 through the Texas Ethics Commission website (<https://www.ethics.state.tx.us>) and submit a signed and notarized copy of the form to the City. A contract, including City-issued purchase order, will not be enforceable or legally binding until the City receives and acknowledges receipt of the properly completed Form 1295 from the vendor.

Indemnification

Proposer agrees to defend, indemnify and hold harmless the City, all of its officers, Council members, agents, and employees from and against all claims, actions, suits, demands, proceedings, costs, damages and liabilities, including reasonable attorneys' fees, court costs and related expenses, arising out of, connected with, or resulting from any acts or omissions of Proposer or any agent, employee, subcontractor, or supplier of Proposer in the execution or performance of this contract without regard to whether such persons are under the direction of City agents or employees.

Insurance

The City of Colleyville requires awarded Consultant or Firm to carry the minimum insurance as required by state law. Certificates of insurance must be provided to the City.

The Proposer, consistent with its status as an independent contractor, shall carry, and shall require any of its subcontractors to carry, at least the following insurance in such form, with such companies, and in such amounts (unless otherwise specified) as City may require:

- a. Workers' Compensation and Employer's Liability Insurance: to the extent required by federal law and complying with the laws of the State of Texas.
- b. Commercial General Liability Insurance including Blanket Contractual Liability:
\$1,000,000 each occurrence
\$1,000,000 annual aggregate
- c. Comprehensive Automobile Liability Insurance:
\$500,000 bodily injury
\$250,000 property damage

Or

\$1,000,000 combined single limit each accident

Certificates of insurance of each policy shall be delivered to the Human Resources Department along with a statement of endorsement from each insurance company that such policy shall not be canceled, non-renewed, or materially changed without thirty (30) days written notice being given to the City. Prior to the effective date of cancellation of such insurance, non-renewal, or material change, vendor shall deliver

to the City a replacement certificate in compliance with this contract.

The Consultant or Firm will assume complete responsibility for any claim of property damages, loss, theft, or bodily injury, which may directly or indirectly arise from the operation's performance under the terms of the contract. The Consultant or Firm will hold harmless, release, and defend the City from all claims of liability that directly or indirectly arise under the terms of the contract. The Consultant or Firm will be required to furnish the City a certificate and copies of public liability insurance in the minimum of \$1,000,000 for combined single limits.

Please Complete and Return This Form with the Proposal

REFERENCE #1:

Client/Company Name:	
Contact Name:	Contact Title:
Phone:	Email:
Date and Scope of Work Provided:	

Client/Company Name:	
Contact Name:	Contact Title:
Phone:	Email:
Date and Scope of Work Provided:	

REFERENCE #3:

Client/Company Name:	
Contact Name:	Contact Title:
Phone:	Email:
Date and Scope of Work Provided:	

REFERENCE #4:

Client/Company Name:	
Contact Name:	Contact Title:
Phone:	Email:
Date and Scope of Work Provided:	

REFERENCE #5:

Client/Company Name:	
Contact Name:	Contact Title:
Phone:	Email:
Date and Scope of Work Provided:	

All proposals submitted to the City of Colleyville shall include this page with the submitted proposal.

Proposal Reference	#HR-2016-02
Project Title	Classification and Compensation Study
Submittal Deadline	3:00 P.M., Monday, December 5, 2016
Submit Hard Copies to	City of Colleyville Human Resources Department 100 Main Street Colleyville, Texas 76034

PROPOSER INFORMATION:

Legal Name			
Address			
City, State, Zip			
Federal ID Number			
Phone Number		Fax Number	
Email Address			
Central Masters Bidders List			
Prime Contractor HUB/MWBE registration			

PROPOSER AUTHORIZATION:

I, the undersigned, have the authority to execute this proposal in its entirety as submitted and enter into a contract on behalf of the proposer.	
Printed Name of Authorized Representative	
Position of Authorized Representative	
Signature of Authorized Representative	
Signed this Date	

CONFLICT OF INTEREST QUESTIONNAIRE
For vendor doing business with local governmental entity

FORM CIQ

This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.

This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor meets requirements under Section 176.006(a).

By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the vendor becomes aware of facts that require the statement to be filed. See Section 176.006(a-1), Local Government Code.

A vendor commits an offense if the vendor knowingly violates Section 176.006, Local Government Code. An offense under this section is a misdemeanor.

OFFICE USE ONLY

Date Received

1 Name of vendor who has a business relationship with local governmental entity.

2 ☐ Check this box if you are filing an update to a previously filed questionnaire.

(The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date on which you became aware that the originally filed questionnaire was incomplete or inaccurate.)

3 Name of local government officer about whom the information in this section is being disclosed.

Name of Officer

This section (item 3 including subparts A, B, C, & D) must be completed for each officer with whom the vendor has an employment or other business relationship as defined by Section 176.001(1-a), Local Government Code. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer named in this section receiving or likely to receive taxable income, other than investment income, from the vendor?

☐ Yes ☐ No

B. Is the vendor receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer named in this section AND the taxable income is not received from the local governmental entity?

☐ Yes ☐ No

C. Is the filer of this questionnaire employed by a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership interest of one percent or more?

☐ Yes ☐ No

D. Describe each employment or business and family relationship with the local government officer named in this section.

4

Signature of vendor doing business with the governmental entity

Date

Adopted 8/7/2015



**CITY OF COLLEYVILLE
CLASSIFICATION AND COMPENSATION STUDY
2016-02
ADDENDUM # 1 NOVEMBER 29, 2016**

This addendum is hereby made part of said documents and shall be acknowledged in the space provided by all persons submitting proposals for #2016-02 Classification and Compensation Study. The following are questions that have been submitted and the answers to each:

1) How many positions or job titles are included in the study? I am needing a more detailed list of those titles in each band.

Currently, there are 32 broad-banded classifications including police and fire positions (see Attachment A to this Addendum). "DBM" in the Attachment refers to Decision Band Method which was the method used to classify the positions in 2013. The consultant will work with the committee and City Council as to whether this needs to be amended.

2) How many citizen representatives serve on the committee?

The resolution to appoint the citizen committee members is on the December 6, 2016 City Council agenda for consideration. At this point in time, we anticipate up to two citizen representatives; however, this is subject to change, as the decision will not be finalized until the December 6 meeting.

3) Who conducted the City's prior compensation project in 2013?

Fox Lawson & Associates

4) The City alludes to total compensation. Please confirm that you would like to include all benefits and not just insurance and retirement, which are the only ones mentioned in the RFP.

The City is requesting a review of only insurance (medical, dental, vision, life, etc.) and retirement in this RFP.

- 5) **Since a review of the City's compensation philosophy is part of the scope of services, can you please provide a copy to prospective vendors?**

The City of Colleyville Compensation Philosophy and Strategy is provided as Attachment B to this Addendum. The consultant will work with the committee and City Council as to whether this needs to be amended.

- 6) **The City expects performance to facilitate employee progression through their assigned pay range. Is it correct to assume that the City already has a performance evaluation system and that the consultant is only expected to design administrative guidelines to meet this goal?**

There is a performance evaluation system in place; however, the consultant is expected to take into consideration how the performance evaluation system facilitates progress through the pay ranges and whether the current process is in need of modification.

- 7) **For the 12-months of telephone support, what sort of assistance does the City anticipate? Is it primarily responding to questions and providing ad hoc assistance or more formalized assistance such as conducting reclassification of positions, responding to employee appeals, etc.?**

The 12 months of support will be primarily responding to questions and providing ad hoc assistance.

- 8) **What is the City's approved budget for this project?**

\$50,000 has been budgeted for this project. Consultants are encouraged to be creative and resourceful in proposing the most cost-effective and efficient solutions for the outlined needs.

- 9) **What is the City's desired schedule for completion?**

The City is prepared to move forward with this project as soon as possible. Key dates provided to the City Council are listed below:

November 19	RFP advertised
December 5	Proposal deadline
December 12-16	Committee interview consultants
December 20	Contract for professional services - Council meeting
January 20	Draft evaluation of current pay plan to committee
February 7	Presentation to City Council on current pay plan
	o Seek policy direction
	o Seek direction to identify competitive market
March 10	Preliminary findings to committee
March 21	Presentation to City Council on preliminary findings

April 7
April 18

Draft final report to committee
Final presentation to City Council

This is a proposed timeline at this point, and may be changed as the project gets underway or at the discretion of the City Council.

10. The City conducted a study in 2013. Is the scope of the 2013 study the same as the current one? Can you indicate how the study went? Was the study implemented?

Yes, the scope of this study is similar to the 2013 study. In the 2013 study, over 100 positions were broad-banded into approximately 30 positions. The 2013 study results were implemented and the compensation philosophy and strategy are still in place today.

11. Are you able to indicate if there was something attractive or special about the methodology used by the 2013 provider? Did something in the technical approach stand out in terms of the selection of the vendor?

A classification and compensation committee, consisting of various staff members, was formed in 2013 to review the proposals based on evaluation criteria which included relevant qualifications and experience of the firm, relevant qualifications and experience of the project manager, technical approach and understanding, overall design and methodology, similar successful projects, professional reputation of firm, and overall value of cost and fees. The vendor was selected based upon these criteria.

12. What is the main reason the City is seeking an outside review at this time?

The City's current compensation philosophy is to conduct a comprehensive compensation study every 3 to 4 years. The last study was conducted in 2013.

13. Do you anticipate the completion of job questionnaires by employees during the process?

We anticipate that job questionnaires will be included in this project. The decision on whether they are to be completed by employees or their supervisors will be determined during discussions with the committee and the City Council.

14. Have you defined your market or are you seeking consultant feedback and input to establish the market? Are you anticipating the collection of private sector data as well as public sector competitors?

See Scope of Services #3. The consultant will be responsible for working with the committee and the City Council to establish and evaluate benchmark (comparison/index) positions and benchmark (comparison/index) cities to be used in determining the City's competitive market. At this time, it has not been determined whether this includes private sector data. We anticipate this decision will be finalized during discussions with the committee and the City Council.

15. Has the City established or adopted a compensation philosophy?

The current City of Colleyville Compensation Philosophy and Strategy is provided as Attachment B to this Addendum. The consultant will work with the committee and City Council as to whether this needs to be amended.

16. Has the City been using a pay for performance system the last few years? Have dollars (increases) been provided following evaluations? Have any adjustments been variable, or are adjustments all the same as in a pass/fail approach?

The current pay for performance system was implemented following the 2013 study. Each year subsequent, pay increases have immediately followed the completion of the performance evaluations. Increases are only awarded to employees who score Exceptional or Successful. Each rating is given a fixed percentage increase, with Exceptional ratings given a higher percentage than Successful ratings. The percentages vary each year based upon budgetary considerations. Last year, employees who scored Exceptional received a 4% increase. Employees who scored Successful receive a 3% increase. Employees who score Needs Improvement are not given a raise and are placed on a Performance Improvement Plan (PIP).

17. What shape are the job/class descriptions in: excellent; good; moderate; needs substantial attention? Were descriptions provided during the 2013 study?

Job descriptions were completed and placed into broad bands during the 2013 study and duties have not changed substantially during that time. If the City decides to keep the broad-band system in place, the job descriptions would mostly need updating. If we eliminate the broad-band system or change to a different methodology, new job descriptions may need to be created.

18. Are there particular benefits you seek to evaluate or compare, or do you seek to generally compare overall cost of benefits?

At this time, the City is requesting a review of only insurance (medical, dental, vision, life, etc.) and retirement in this RFP.

19. How many members of the Committee referred to in the RFP are anticipated? Has the Committee role been fully defined yet, or could you provide clarification on the expected role?

At this point, there are six (6) staff members who have been selected to participate on the committee. We also anticipate the Mayor and one other City Council member may be appointed. The resolution to appoint the Mayor and a City Council member, as well as the citizen committee members, is on the December 6, 2016 City Council agenda for consideration. At this point in time, we anticipate up to two citizen representatives; however, this is subject to change, as the decision will not be finalized until the December 6 meeting. If there are six staff members, two Council members, and two citizen representatives, the total would be ten (10) total committee members.

The expected role of this committee would be 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.

20. Do you have an expected or anticipated timeline for study completion?

See Question #9 above.

21. Has the City budgeted for the project or can you provide a general idea of the expected project cost?

\$50,000 has been budgeted for this project. Consultants are encouraged to be creative and resourceful in proposing the most cost-effective and efficient solutions for the outlined needs.

22. The RFP says "One (1) original and eleven (11) flash drives of all proposal documents." If you could clarify how many paper copies of the original documents are required, how many paper copies of copies of the original documents are required, and how many electronic copies on flash drive(s) are required.

The City needs one (1) original paper copy for the file. The eleven (11) flash drives should have one electronic version of the proposal documents on each drive.

If you have any questions please feel free to contact me at rhuit@colleyville.com or 817-503-1072.

Thank you,

Rachel Huitt

Human Resources Director



**ADDENDUM # 1
CLASSIFICATION AND COMPENSATION STUDY
2016-02**

ACKNOWLEDGED RECEIPT OF ADDENDUM # 1 DATED NOVEMBER 29, 2016

COMPANY: _____

ADDRESS: _____

CITY, STATE, ZIP: _____

TELEPHONE: _____

FAX: _____

REPRESENTATIVE NAME: _____

SIGNATURE: _____

Attachment A

Occupational Group	Classification	DBM	FLSA	Pay Range		
				Minimum	Midpoint	Maximum
Library Services	Library Clerk	A12	Non-Exempt	\$26,595	\$31,914	\$37,230
Maintenance & Operations	M&O Technician	A12	Non-Exempt	\$26,595	\$31,914	\$37,230
		A13	Non-Exempt	\$29,786	\$35,743	\$41,701
Administrative Support	Administrative Support Assistant	A13	Non-Exempt	\$29,786	\$35,743	\$41,701
Maintenance & Operations	Code Enforcement Officer	B21	Non-Exempt	\$31,454	\$39,318	\$47,181
Administrative Support	Administrative Support Technician	B22	Non-Exempt	\$33,656	\$42,070	\$50,484
Library Services	Library Assistant	B22	Non-Exempt	\$33,656	\$42,070	\$50,484
Maintenance & Operations	M&O Specialist	B22	Non-Exempt	\$33,656	\$42,070	\$50,484
		B23	Non-Exempt	\$36,253	\$45,316	\$54,378
Administrative Support	Administrative Support Specialist	B23	Non-Exempt	\$36,253	\$45,316	\$54,378
		B24	Non-Exempt	\$39,743	\$49,679	\$59,615
Management & Program Support	Management Specialist	B23	Non-Exempt	\$36,253	\$45,316	\$54,378
		B24	Non-Exempt	\$39,743	\$49,679	\$59,615
Maintenance & Operations	M&O Project Specialist	B24	Non-Exempt	\$39,743	\$49,679	\$59,615
		B25	Non-Exempt	\$44,819	\$54,737	\$67,451
Administrative Support	Administrative Support Coordinator	C41	Exempt	\$50,196	\$62,745	\$75,294
Management & Program Support	Management Analyst	C41	Exempt	\$50,196	\$62,745	\$75,294
Library Services	Librarian	C41	Exempt	\$50,196	\$62,745	\$75,294
		C42	Exempt	\$53,678	\$67,097	\$80,515
Maintenance & Operations	M&O Supervisor	C41	Exempt	\$50,196	\$62,745	\$75,294
		C42	Exempt	\$53,678	\$67,097	\$80,515
		C45	Exempt	\$64,129	\$80,163	\$96,194
Management & Program Support	Management Analyst, Senior	C42	Exempt	\$53,678	\$67,097	\$80,515
Maintenance & Operations	M&O Project Manager	C45	Exempt	\$64,129	\$80,163	\$96,194
Management	Manager	D61	Exempt	\$68,368	\$88,877	\$109,387
		D62	Exempt	\$71,714	\$93,228	\$114,742
		D63	Exempt	\$75,061	\$97,578	\$120,097
Management	Director	E82	Exempt	\$92,891	\$120,759	\$148,625
		E83	Exempt	\$97,535	\$126,796	\$156,057

Attachment A

Occupational Group	Classification	DBM	FLSA	Pay Range		
				Minimum	Midpoint	Maximum
Management	Assistant City Manager/Dir. Public Safety	E91	Exempt	\$102,412	\$133,137	\$163,860
Management	Deputy City Manager	E92	Exempt	\$119,644	\$148,058	\$191,471
Management	City Manager	F101	Exempt	\$129,594	\$156,735	\$206,875
Fire	Firefighter/EMT	B21S	Non-Exempt	\$49,348	\$55,762	\$62,178
Fire	Firefighter/Paramedic	B22S	Non-Exempt	\$52,272	\$59,066	\$65,861
Fire	Fire Engineer	B24S	Non-Exempt	\$61,547	\$67,393	\$73,241
Fire	Fire Captain	C41S	Non-Exempt	\$73,307	\$78,805	\$84,303
Fire	Fire Battalion Chief/Fire Marshal	C45S	Non-Exempt	\$79,241	\$89,145	\$99,050
Fire	Fire Battalion Chief	C52S	Non-Exempt	\$79,241	\$89,145	\$99,050
Police	Police Recruit	B22S	Non-Exempt	\$49,048		
Police	Police Officer	B23S	Non-Exempt	\$52,931	\$61,399	\$69,868
Police	Police Sergeant	B32S	Non-Exempt	\$69,082	\$74,609	\$80,135
Police	Police Lieutenant	C42S	Non-Exempt	\$84,537	\$90,032	\$95,527
Police	Assistant Police Chief	D62S	Exempt	\$92,094	\$103,605	\$115,117



CITY OF COLLEYVILLE
COMPENSATION PHILOSOPHY & STRATEGY
Effective Fiscal Year 2014

PURPOSE	
▪ The City of Colleyville (City) values its employees as the key to providing efficient, effective, responsive and creative public services. ▪ The purpose of a compensation system is to support the recruitment, motivation and retention of well-qualified employees. In order to obtain and maintain taxpayer support, the compensation system should be fiscally sound and cost effective while supporting the employees of the City by encouraging them to be responsive to customers/taxpayers. ▪ The compensation system shall be administered in an efficient, cost effective, responsive, fair and equitable manner to meet the needs of all stakeholders including elected officials, managers, employees and citizens of the City.	
GOAL 1 – ORGANIZE THE WORK	
To provide for a simplified flexible classification system that defines the general scope and complexity of the work required. The classification system will also facilitate internal equity across all jobs within all departments of the City.	
	Objective 1 – Broad Class Structure
	To establish a classification structure that reflects meaningful and measurable differences in the level of work within each occupational group but maintains the flexibility necessary for employee growth and efficient management.
	Strategies – Broadly Defined Classes
	▪ The classification system will consist of <u>broadly defined</u> classes that reflect the essential duties and responsibilities performed by incumbents in each class. This approach will facilitate flexibility in the assignment of duties to individual employees within the job classification. ▪ Where practical and feasible within each occupational group, there will be an opportunity for career advancement opportunities. The differences in job levels will be clearly defined and defensible.
	Objective 2 – Classification Structure
	The classification plan will meet the current needs of the departments while providing maximum flexibility to manage and organize the work in a changing environment.



CITY OF COLLEYVILLE
COMPENSATION PHILOSOPHY & STRATEGY
Effective Fiscal Year 2014

	Strategies – Classification System Maintenance
	▪ The existing classification system will <u>be reviewed to identify current requirements</u> that may inhibit management flexibility. Recommendations will be made to make the system consistent with the City's goals and objectives and will position the City to be responsive to change. ▪ The <u>class specifications</u>, including the statements of essential duties, minimum qualifications, and physical requirements, will be written to reflect the current needs of the City. The goal is to ensure that new hires are qualified and capable of performing the work required. Incumbents who currently do not meet the minimum qualifications will be grandfathered into their current classes. However, any incumbent not meeting the new minimum requirements will be required to acquire the applicable knowledge and/or skills within a reasonable time period so that they will be qualified for their job. Otherwise, the employee may apply for vacant positions elsewhere in the City, or other positions external to the City, for which they qualify.
	Objective 3 – Reclassification of Jobs
	The reclassification process will be administered by the Human Resources Department in an efficient, cost effective, responsive, fair, and equitable manner to meet the needs of both the City and its employees. Because the City has adopted the concept of broad job classifications, the number of reclassifications should be minimal since the differences between classifications will be clearly defined.
	Strategies – Reclassification Process
	▪ Timetables will be established which will set the time the reclassifications will be reviewed and acted upon. ▪ Responsibilities for each step of the reclassification process will be established to include the employee, department head, and the Human Resources Department. ▪ Employees will be notified in writing of the results of the reclassification process and the reasons for approval or denial. ▪ Employees who are reclassified will not receive any adjustment in their base compensation unless the salary range for the class into which they are reclassified has a minimum salary that exceeds the employee's current salary. Reclassification should not be used to circumvent promotions into a higher job classification.
	Objective 4 – Creation of New Jobs
	The classification system will be responsive to organizational and environmental change through the creation of new classes and redefinition of job responsibilities as defined by the City and its departments.



CITY OF COLLEYVILLE
COMPENSATION PHILOSOPHY & STRATEGY
Effective Fiscal Year 2014

Strategies – New Job Development Process	
	▪ The <u>class specifications will be reviewed</u> by the departments on an <u>annual basis</u> to ensure they meet current needs. The Human Resources Department will facilitate the review process. ▪ The Human Resources Department will <u>respond to department requests for individual reclassification</u>, and will assist with the revision of class specifications and development of new class specifications within the broad class concept, as necessary to meet the on-going operational requirements of the City.
GOAL 2 – DISTRIBUTE PAY	
The compensation system should reflect economic conditions of the various occupational labor markets in which the City competes. The system should also reward employees who perform at above-standard levels within their respective job class.	
Objective 1 – Compensation Levels	
Compensation levels should reflect the multiple labor markets (both public sector and private sector) in which the City competes. The value of compensation offered to City employees shall be consistent with the value of compensation offered by employers with whom the City must compete within both the public and the private sectors.	
Strategies – Executive Level Classes	
	▪ For FLSA exempt classes and jobs that are most commonly found in the public sector, the labor market should include the various government entities within Texas. The jurisdictions and organizations should be similar in size and character and perform a similar range of services as the City. Salary comparisons shall reflect the cost of labor differences for each geographic location.
Strategies – All Other Classes	
	▪ For FLSA non-exempt classes, the labor market should include public and private sector employers in the Dallas/Fort Worth metropolitan area that are of a similar size and complexity to the City and/or with whom the City competes for such employees.
Objective 2 – Market Parity	
Pay grade midpoints should approximate the actual average salaries paid to positions in the relevant labor market(s) as reported in salary survey and market pricing results. Pay range minimums and maximums should be established from survey/market pricing results to provide for market parity within the pay structures.	



CITY OF COLLEYVILLE
COMPENSATION PHILOSOPHY & STRATEGY
Effective Fiscal Year 2014

	Strategies – Range Spans
	The salary structure should provide sufficient breadth with range spans based on the level of the job classification and market information. Typically, salary ranges for lower level jobs are narrower than for upper level jobs. For example, defined jobs within an organization might have a maximum salary that is only 20% to 25% greater than the salary range minimum for the job class. For executive level jobs, the salary range maximum may be as much as 75% to 90% greater than the minimum of the salary range for the class. This range spread at higher levels in the organization reflects a variety of factors including a longer learning curve, greater consequence of error, the cost of recruitment and training, and increasing value to the organization over time. As class structures become broader to accommodate simplification and flexibility, broader salary ranges will have higher maximum rates of pay than with a narrow structure.
	Strategies – Depth of Range Progression
	The salary structure should provide sufficient depth to achieve midpoint progression between salary ranges of five to ten percent. (This is the percentage difference in salary range midpoints from one level or salary grade to the next.) The salary structure is based on a multiple regression model using salary survey results. (Most regression models exclude outliers that exceed two standard deviations from the norm.)
	Strategies – Process for Salary Progression
	The length of time for progression within the salary range should increase as jobs move up the salary grade structure. Progression within the salary range should be based on proficient or competent performance up to the 50th percentile or job rate of the established salary range. Progression above the job rate of the salary range shall be based on performance that is above proficient and should be tied to the performance management process. Compensation above the job rate will be performance based and may be added to base compensation or may be granted as a one-time bonus.
	Strategies – Job Rate Percentile
	Each classification should have a job rate (the midpoint for non-sworn positions and the maximum for sworn positions) set at a percentage of the actual average salary paid incumbents occupying like positions in the relevant labor market. The job rate shall approximate the 50th percentile or the median of pay for like positions in the labor market.
	Strategies – Hiring Range
	The hiring range is from the range minimum for minimally acceptable qualified candidates to the job rate for exceptionally well qualified candidates.



CITY OF COLLEYVILLE
COMPENSATION PHILOSOPHY & STRATEGY
Effective Fiscal Year 2014

	Appointment above the mid-point will require the approval of the City Manager.
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Proposal for a Compensation and Classification Study



RFP # HR-2016-02



13580 Groupe Drive, Suite 200
Woodbridge, Virginia 22192
703-590-7250 – phone
don@maginc.org



MANAGEMENT ADVISORY GROUP INTL., INC.

MANAGEMENT CONSULTING SERVICES

December 5, 2016

Ms. Rachel Huitt
City of Colleyville
Human Resources Department
100 Main Street
Colleyville, TX 76034
817.503.1072

Dear Ms. Huitt:

In reference to RFP No. HR-2016-02, Management Advisory Group International, Inc. (MAG) is pleased to present this *Proposal for a Classification and Compensation Study*. We have reviewed the RFP and Addendum #1 carefully, fully understand the nature of services requested, and are committed to providing the services within the time period noted in the RFP.

MAG will work together with management and staff as a true partner in this endeavor, to find the best possible solutions to existing compensation issues.

MAG is a national, full-service human resources consulting firm with extensive experience in classification and compensation projects, staffing analysis and evaluation, personnel policies development, position descriptions, and human resources software. Principals of the firm have conducted over 500 similar studies in over 25 years of municipal consulting in 24 states. Nearly all of these projects have been in the public sector, and many in the state of Texas.

MAG has recently completed projects for the City of Brownsville, the City of Lubbock, Brownsville Public Utilities Board, and the Navigation District of Brownsville. Previous projects have included the University of North Texas, Dallas Independent School District, Texas Woman's University, the City of Lufkin, the City of Garland, and the City of El Paso, among others.

Ms. Rachel Huitt
City of Colleyville
December 5, 2016
Page Two

MAG is a private corporation (incorporated in the state of Florida) with administrative functions in Woodbridge, Virginia. We complete projects in all areas of the country.

Our software is the most progressive in the business for the purpose of conducting classification and compensation studies. We produce personalized implementation plans so that the City, management, and staff are able to evaluate various strategies according to financial limitations. *One of our strengths is our ability to produce customized plans that ultimately result in implementation.* We make it easy for you.

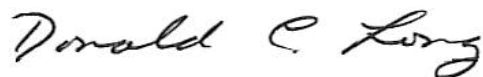
Our consultant services are supported by a full complement of personnel, office space, and technological equipment required to meet our clients' needs. MAG is also a certified M/WBE (States of Florida and Virginia). Our FEID# is 88-0495510.

You will find that we have excellent experience and qualifications, a highly defensible methodology that is creative and effective, a solid management plan, an ability to meet the timeline to provide budgetary estimates of impact, a high quality level of service, and a reasonable budget for the project.

MAG is prepared to modify the scope of services as needed, and we will be glad to discuss your needs in further detail as necessary. MAG's offer is effective for 120 days. Please feel free to contact me if you have any questions, or require clarification on any aspect of our proposal. I am authorized to bind MAG to the enclosed proposal.

Management Advisory Group International, Inc. appreciates the opportunity to be of service to you and look forward to working with you on this important project.

Sincerely,



Donald C. Long, Ph.D.
President
Management Advisory Group International, Inc.
13580 Groupe Drive, Suite 200
Woodbridge, VA 22192
Phone: (703) 590-7250
Email: don@maginc.org

CITY OF COLLEYVILLE, TEXAS

CLASSIFICATION & COMPENSATION PLAN STUDY

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Executive Summary

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Sample MAG Agreement

Appendices

Required Forms



Executive Summary

Summary of Services Offered to the City of Colleyville...

MAG will provide a classification and compensation study and plan, and related HR training. You will receive a comprehensive and balanced report that includes substantial compensation tables detailing recommendations.

Customer Service...Enable the Client

MAG is committed to providing the highest level of professional human resources consulting services to our clients. As part of that commitment, we license our software to you, and train HR staff in its use, thus allowing you to maintain your classification system and database of employees without continuing or excessive consultant costs. Our staff responds to emails within minutes 90% of the time, and will respond to any questions or clarifications at no cost for up to a year.

Expertise of Staff Members...

MAG principals and staff have successfully completed over 500 similar studies over a 25-year period in 24 states. You can be assured of depth of experience in municipal matters, thus ensuring your success. Our primary partners include an expert witness in HR who has managed national HR practices for many years, a Ph.D. in Public Administration, and a partner who has conducted consulting studies for 30 years.

Experience in Providing Similar Services...

MAG has the resources, staff and financial capacity to successfully complete your study. MAG has completed recent studies with as many as 11,000 employees. We have completed hundreds of compensation and classification studies, and have considerable success in the field. Our clients are all public sector agencies, including many successful projects in Texas.

Tools to Complete Your Study...

The software system we have developed is specific to your interests, and includes a highly defined and progressive system of job evaluation. *The software is licensed to you at no cost and sets us apart from our competitors.* It has been proven to add value to your project. It can work with any method of evaluation, including DBM, among others.

Your Consideration is Appreciated...

Donald C. Long, President, MAG International, Inc.

SECTION 1.0

OVERVIEW OF FIRM: QUALIFICATIONS AND CAPABILITIES



Section 1.0 – Company Profile

Time in Business and Business Specialties

The Principals of MAG International, Inc. have a proven track record in providing in-depth management and human resource consulting services for 30 years in more than 24 states. Our services for municipalities include a focus on management operations reviews and classification/compensation studies. Our work also includes performance management evaluation, compensation and pay equity and analysis, benefits, personnel policies, training, and procedures manuals.

Our clients range from various state and local government agencies, to many school districts, as well as, numerous EMS, Police, and Fire organizations nationally and internationally.

MAG International, Inc. Selected Areas of Expertise

➤ Compensation and Classification

- Pay Equity and Comparable Worth
- Evaluation systems
- Salary Studies
- Benefits
- Management/Executive Compensation

➤ Management Systems

- Facilities Reviews
- Productivity and Staffing Analysis
- Privatization Reviews
- Organizational Restructuring
- Efficiency Studies

➤ Policies, Procedures and Training

- Personnel Ordinances and Policy Manuals
- Recruiting and Hiring Guidelines

Management Advisory Group International, Inc. is a privately held corporation located in Woodbridge, Virginia. MAG International, Inc. is a woman-owned firm incorporated in the state of Florida in 2001 and continues to maintain corporation status in the states of Florida, Louisiana and Virginia, while helping our clients find success nationwide.

MAG is one of three sister companies. MAG International, Inc. focuses on state, county and local government; MAG LLC, focuses on federal contracts; and, MAG- DS primarily handles international projects. MAG's home offices are located in Northern Virginia, with satellite offices in North Carolina and Tennessee. There are over seventy staff in the domestic offices and over 600 worldwide.



MAG International, Inc. Philosophy

MAG is committed to providing the highest level of professional management and human resource consulting services to our clients. Our team of business and management professionals possesses extensive experience, education, and skill sets in a variety of study areas -- allowing us to assist our clients in meeting their organizational mission, vision, and goals on a variety of fronts.

MAG believes that organizational efficiency and effectiveness is, in large part, dependent on recruitment, hiring, and retention of quality, skilled personnel and staff – comprehensive human resources management systems are an absolute essential in today's world to accomplish organization mission, vision, goals, and objectives.

Unlike our competition, in support of this philosophy, packaged along with our special client tailored services, is our comprehensive classification and compensation study software. We will license this progressive and special software to HR for ongoing use, at no additional cost to the City. This sets us apart from our competitors and enables the City to maintain its system without additional outside assistance. It is a standalone program that allows HR to create new positions, adjust positions, do budget estimates, and much more.

Project Initiation and Timetables

While MAG has other current clients, the company has established a priority for the initiation, scope, and timetable of this project. We are prepared to initiate this project immediately and complete a high quality study within the desired time period.

Current Clients

Some of our current/recent clients, with projects at various stages of completion:

- ✓ City of Pearland, Texas;
- ✓ City of Brownsville, Texas;
- ✓ Brownsville Utilities Board, Texas;
- ✓ Brownsville Port, Texas;
- ✓ City of Lubbock, Texas;
- ✓ City of Jacksonville, Florida;
- ✓ City of Atlanta, Georgia;
- ✓ Fayette County, Kentucky;
- ✓ City of Petersburg, Virginia;
- ✓ City of Hampton, Virginia;
- ✓ City of Lexington, Kentucky;
- ✓ University City, Missouri;
- ✓ Jefferson County Schools, KY;
- ✓ City of Frederick, Maryland.
- ✓ City of Charleston, West Virginia;
- ✓ Broward County, Florida;
- ✓ Charlotte County Sheriff, Florida.



Excellent Outcomes

Successful outcomes in our projects have been diverse. They include:

- ✓ revised compensation structures;
- ✓ creation of management or executive pay structures and benefits packages;
- ✓ comprehensive job/class descriptions where none have existed;
- ✓ revisions to operational and personnel policies;
- ✓ adjustment to pay structures to recognize market changes for selected employment groups;
- ✓ assignment of geographic differential to a pay structure where appropriate;
- ✓ integration of multiple pay structures into a unified schedule;
- ✓ identifying compression across the organization.
- ✓ staffing level determinations;
- ✓ reorganizations;
- ✓ analysis of agency versus contracted provision of services;
- ✓ Identification of proper use of facilities.

MAG's Special Human Resource Management Software

MAG has developed and uses the following software applications: ***Market Manager®***, ***Classification Manager®***, and ***Performance Manager®***.

The flagship of our software package, ***Classification Manager®***, is like having a human resources department on your PC. ***Classification Manager®*** designs custom pay structures, assigns employees to job classes, and provides extensive reports and forecasting scenarios to assist in developing management or labor compensation strategies. ***Classification Manager®*** is an invaluable tool for forecasting, as well as, proving internal pay equity. ***Classification Manager®*** can be used with our proprietary system or easily adapted to use your existing system of job classifications.

Market Manager® is MAG's custom survey software that is designed to electronically collect job class, pay practice and related data from organizations that may compete with our clients for like classes of employees. **Each survey instrument is customized to reflect and collect the specific data requested by our client, ensuring that the unique needs of the client organization are addressed as an integral part of each of MAG's studies.**



To ensure that all data analysis activity compares “apples to apples,” **Market Manager®** has internal controls that normalize survey data for employee groups that work non-standard work hours, such as instructional/educational personnel, **allowing the client to directly compare compensation packages for either work hours or work days of employees within the agency and across the competitive marketplace. This is especially critical when evaluating work within the City.**

In addition to implementing targeted surveys, **Market Manager®** maintains an extensive data mine of current market information that can be accessed to support any market survey study undertaken on behalf of our clients. This powerful tool provides the information necessary to design compensation packages that reflect reality in the marketplace, and **putting the client's organization in a competitive posture to recruit, retain and motivate employees.**

While not part of this project, the third prong to our unique approach to human resources management targets employee performance.

MAG understands that managing performance is one of the toughest challenges faced by public sector employers and, in response, has designed and developed **Performance Manager®** to effortlessly link people, pay and performance.

MAG has committed to maintaining state of the art tools to assist our clients in the conduct of human resources projects.

Data is able to be easily used in Excel formats to ensure ease of use by our clients. The software is very easy to use. Data can be imported and exported in Excel to ensure ease of data handling. We make it easy for you.



SECTION 2.0

STAFF QUALIFICATIONS: MAG PROFESSIONAL PERSONNEL



Section 2.0 – Staff Qualifications of Professional Personnel

Our Professional Consulting Staff

MAG will provide total project management and administrative oversight and will be the primary consulting team. Principals bring 30 years of directly related public service consulting experience to your project.

MAG's team of professional consultants have worked extensively together for the past 15 years to design, develop, and implement highly competitive, innovative, state-of-the-art compensation management and rewards, pay and classification systems.

Donald C. Long, Ph.D., President, Authorized Representative, MAG.



Dr. Long has over 25 years of experience providing management assistance to elected and appointed officials in the areas of human resources, staffing and organizational reviews, program evaluations, public policy/productivity, strategic planning, public safety services, and other related management areas. He has provided public sector management and financial consulting assistance to over 300 governmental and nonprofit agencies in a variety of service areas, including management research studies for cities, counties, and public agencies in the area of organization and management, human resource systems, staffing and cost-benefit analysis, and strategic planning. He has substantial

consulting experience with all local government functions. Dr. Long possesses a Ph.D. in Public Administration and Finance from Florida Atlantic University.

David Lookingbill, Senior Vice-President, MAG.



Mr. Lookingbill has 40 years of experience providing human resource management expertise in a variety of public sector organizations, including state, city and tribal jurisdictions. He has provided public sector human resource management consulting services to over 175 governmental organizations in the areas of classification/compensation, selection device development/validation, organizational structure, ADA compliance, policy/procedure development, employee performance planning/appraisal and staffing needs identification. Mr. Lookingbill has been a certified public sector instructor in compensation for WorldatWork.

James Brittain, Vice President, MAG

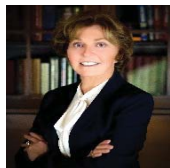


Mr. Brittain has over twenty years of extensive organizational expertise in support of MAG's client work. He has provided consulting assistance to many of MAG's clients including school districts, municipalities, counties and state agencies. His work has included job analysis, market review and analysis, and the development of



compensation programs. He has served as both a Director of Faculty Development and as a Director of Distance Learning in which he gained extensive experience in management, human resource issues and concerns, strategic planning and compensation structure development. James has a Master's degree and has completed course work for his doctoral degree.

Carolyn Long, CPC, Executive Vice President, Authorized Representative, MAG.



Ms. Long has extensive experience in public management consulting and has served as project director for more than 400 human resources management studies; successfully directing over 50 studies in the last three years. Prior to joining MAG, Ms. Long was a Partner with MGT of America, Inc. as well as the Partner-in-Charge of the firm's Human Resources Management Consulting Division. In this role, she developed the company's human resources practice area, its forms, software, and processes, and directly managed all large human resources management projects. She was also vice president of David M. Griffith (DMG, now Maximus), a national management consulting firm, and served as the Vice-President of the Human Resources Management Consulting Division and directed scores of major compensation and classification and general management studies across the nation.

Ms. Long is recognized by the courts as an expert witness in the area of pay equity and comparable worth, and is a Certified Professional Consultant. Ms. Long served on

the senior staff of the International City Management Association (ICMA) in Washington, D.C., and as national director of conferences and membership for ASPA, also in Washington, D.C. Ms. Long was an assistant professor in charge of Government Career Development Programs for Florida Atlantic University. Ms. Long holds a bachelor's degree from Florida Atlantic University, where she has also completed graduate studies in public administration.

Russell Campbell, Senior Consultant, MAG



Mr. Campbell has more than 20 years of public sector experience in human resource management, organizational development, and strategic planning. Consequently, he has planned, organized, and directed studies in the areas of management auditing/operational reviews and analysis, service cost evaluations, survey analysis, quality of work life analysis, privatization, and cost allocation. Each of these studies dealt with summarizing major alternatives for decision makers as well as providing viable recommendations. Mr. Campbell's consulting experience encompasses state and local government evaluation, program management, efficiency analysis, survey analysis, and revenue enhancement. Mr. Campbell has an undergraduate degree from the University of South Carolina and a Master's degree in Public Administration from Troy State University.



Ken McConnell, Director of Internet Services and Databank Administration for MAG.



Mr. McConnell brings over twenty years of experience in both the public and private sector. His broad IT background provides a wide range of support for MAG clients, including the ability to assist them in interfacing from their HRIS system to MAG's software. He also designed MAG's proprietary online performance system, Performance Manager®. His experience includes application software, SQL Server, Access, COGNOS, Delphi, FEA Apps, CAD/CAM Apps, Crystal Reports, Fast Report, various ERP and accounting applications as well as the development of custom programs and reports for MAG's clients. Mr. McConnell has an undergraduate degree in engineering and is completing his MBA.

Wendy Stephens, Director Administrative Services MAG.



Ms. Stephens holds two AA Degrees (Business Administration and Legal Studies) and a BA in Political Science with a minor in Psychology. She has over 20 years experience owning and running her own successful business (TX/NC), as well as, provides a wide range of experience in business management analysis for MAG's clients. Ms. Stephens coordinates market reviews and compensation analysis. Ms. Stephens ensures that consultants at MAG International, Inc. stay abreast of client needs and requirements as changes evolve.

Steve Foster, Senior Consultant, MAG



Mr. Foster is a retired military veteran who brings years of detailed project management skills to public sector projects. Extensive experience in market and benefits analysis as well as with on-site support. Mr. Foster has participated in on-site interviews and meeting with employees in focus group as well as orientation sessions. He has worked with scores of public sector clients in the area of overall project management as well as handling logistical support for client management.

Carly Phillips, Consultant, MAG

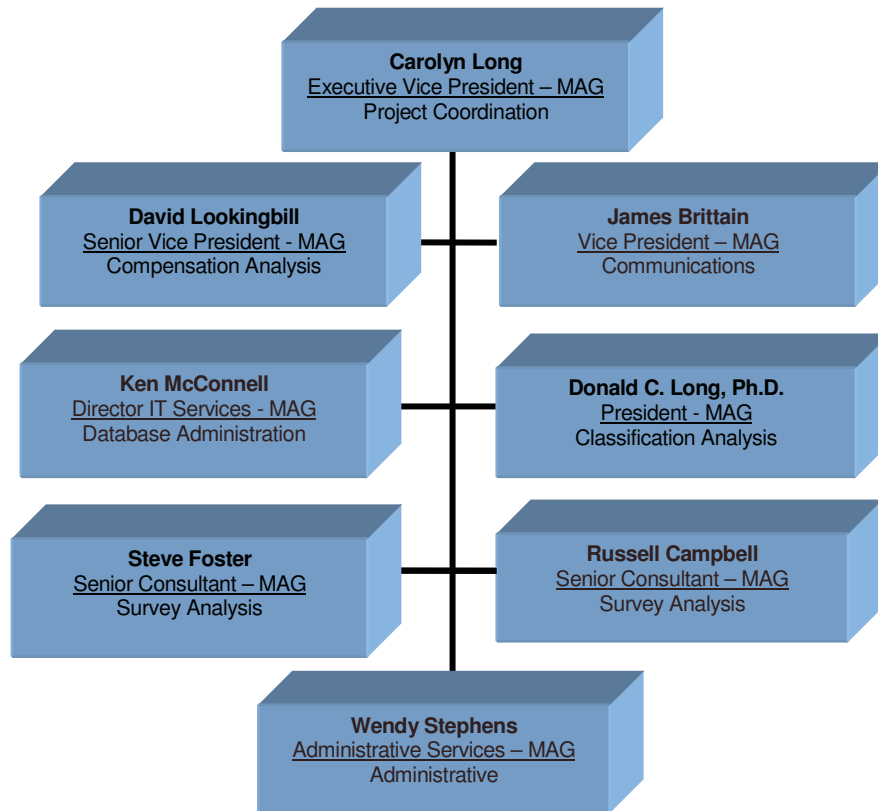


Ms. Phillips provides over a decade of HR experience. She has a thorough understanding of MAG's compensation and classification study process having developed and revised hundreds of job descriptions. Ms. Phillips studied Human Resource Management at University of South Carolina

Jennifer Huber, Esq., General Counsel, MAG.

Ms. Huber has provided direct services to numerous municipalities in a variety of functional areas. Ms. Huber serves as MAG's General Counsel providing expertise in legal compliance and contract management both, domestic and internationally.





Client Staff Responsibilities

MAG, in all of its studies, expects to produce all products in a turnkey fashion, performing all necessary technical and professional work. Staff will be expected to assist MAG's team only in scheduling meetings, transferring data collected for the study, survey instruments, survey target lists, and reports, and providing input into philosophical issues pertaining to the development of a human resource classification and compensation system to meet the needs and preferences of the client.

MAG will request that the client provide at the outset of the study a database of current payroll information for positions to be included in the study. *It is easy to do but important that these data are*

supplied in an Excel format. This data will be necessary to determine costs to implement the newly developed pay plan(s). All records and databases are kept strictly confidential, and are returned to you or maintained upon project completion. We make it easy for you.

MAG Customer Focus

MAG's focus is on delivering quality studies quickly and efficiently to our clients.

We want to continue to be name that you think of when you need Human Resources consulting.



SECTION 3.0

SIMILAR PROJECTS AND REFERENCES



SECTION 3.0 – SIMILAR PROJECTS AND REFERENCES

MAG's partners have successfully managed more than 500 client engagements in 24 states, including agencies with as many as 11,000 employees. MAG principals have completed many classification and compensation projects within Texas.

- **Brownsville, Texas.** MAG recently completed a Comprehensive Classification and Compensation Study for the City of Brownsville. MAG has conducted orientation sessions, a comprehensive market survey, and 1,000 employees completed MAG's online Job Analysis Questionnaire. A report was issued and was presented to City Council in February 2015 for implementation by City staff. Class specifications were finalized in addition to training in MAG's Classification Manager software.
- **Brownsville Public Utilities Board, Texas.** MAG just completed a Comprehensive Classification and Compensation Study for the Brownsville Utilities Board. MAG conducted orientation sessions, a comprehensive market survey, and several hundred employees completed MAG's online Job Analysis Questionnaire. A report was issued and was presented in August 2015 for implementation by staff. Class specifications are being completed at this time in a separate work effort.
- **Brownsville Navigation District, Texas.** MAG just completed a Comprehensive Classification and Compensation Study for the Brownsville Port. MAG conducted orientation sessions, a comprehensive market survey, and employees completed MAG's online Job Analysis Questionnaire. A report was issued and presented in December 2015 for implementation by staff.
- **Texas Woman's University, Texas.** MAG completed a Comprehensive Classification and Compensation Study for this university. MAG conducted employee and supervisory orientation sessions, a comprehensive market survey, and approximately one thousand employees completed MAG's online Job Analysis Questionnaire. Class specifications were finalized in addition to training in MAG's Classification Manager software.
- **University of North Texas, Texas.** MAG completed a Comprehensive Classification and Compensation Study for this university. MAG conducted employee and supervisory orientation sessions, a comprehensive market survey, and all employees completed MAG's online Job Analysis



Questionnaire. Class specifications were finalized in addition to training in MAG's Classification Manager software.

- **Dallas Area Rapid Transit, Texas.** MAG completed a Comprehensive Classification and Compensation Study for this organization. MAG conducted employee and supervisory orientation sessions, a comprehensive market survey, and all employees completed MAG's online Job Analysis Questionnaire. Class specifications were finalized in addition to training in MAG's Classification Manager software.
- **City of Corpus Christi, Texas.** MAG completed a Comprehensive Classification and Compensation Study for the airport organization. MAG conducted employee and supervisory orientation sessions, a comprehensive market survey, and all employees completed MAG's online Job Analysis Questionnaire.
- **Bastrop County, Texas.** MAG completed a Comprehensive Classification and Compensation Study for this organization. MAG conducted employee and supervisory orientation sessions, a comprehensive market survey, and all employees completed

MAG's online Job Analysis Questionnaire.

- **Ysleta Independent School District, Texas.** A comprehensive classification and compensation study was completed for the School District. MAG conducted orientation sessions, a market survey, and all employees completed MAG's online Job Analysis Questionnaire.
- **Charlotte County Sheriff's Office, Florida.** MAG recently (2016) conducted a Comprehensive Classification and Compensation Study for the Sheriff's Office. MAG conducted orientation sessions, a market survey, and all employees completed MAG's online Questionnaire. MAG provides ongoing assistance as requested.
- **Lubbock, Texas.** MAG completed a Comprehensive Classification and Compensation Study for the City of Lubbock. MAG conducted orientation sessions, a comprehensive market survey, and 1,800 employees completed MAG's online Job Analysis Questionnaire. A report was issued and presented to City Council for current implementation by City staff. Class specifications were finalized in addition to training in MAG's Classification Manager software.



- **Lexington Fayette Urban Consolidated Government, Kentucky.** MAG completed a Comprehensive Classification and Compensation Study for the consolidated government of Lexington. A report was issued and presented to City Council for current implementation by staff. The study was approved and is being implemented. Follow up training in description writing was done in 2015.
- **Jacksonville, Florida.** MAG concluded a comprehensive classification and pay plan study of appointed officials and employees for the (consolidated) City of Jacksonville. These are the top positions in this major city. The study included a salary survey, job analysis, recommendations for a pay and classification plan that is both internally and externally equitable, the development of several implementation cost scenarios, and training for City human resources personnel in MAG's HR software. A current study of all 3,000 City positions is in progress at this time.
- **City of Deltona, Florida.** MAG recently finalized a Comprehensive Classification and Compensation Study for the City of Deltona. MAG conducted orientation sessions, a market survey, and all employees are completing MAG's online Job Analysis Questionnaire.
- **Washington Council of Governments.** MAG has conducted several Compensation and Classification projects for the Washington (D.C.) Council of Governments. The objectives of the 2006 study included developing a compensation plan to help maintain externally equitable and competitive salaries for all classifications. The labor market included local governments in the greater Washington area. Studies were also performed in 2009 and 2011. A current update was completed in May 2012, 2013, 2014, and 2016.
- **Broward County, Florida.** MAG is completing a Comprehensive Classification and Compensation Study for the County's 5,000 plus employees. MAG conducted orientation sessions, a comprehensive market survey, and several thousand employees completed MAG's online Job Analysis Questionnaire. The report is being implemented at this time. A four-hour meeting with the County Administrator to confirm results was done to discuss findings. Descriptions have been finalized.



- **City of Oviedo, Florida.** MAG recently completed a Comprehensive Classification and Compensation Study for the City of Oviedo. MAG conducted orientation sessions, a market survey, and all employees are completing MAG's online Job Analysis Questionnaire. A draft report was sent this month.
- **Manatee County Sheriff, Florida.** MAG consultants conducted a Comprehensive Personnel Study for employees of this large Sheriff's Office. The objectives of the 2009 study included developing a plan to help maintain externally equitable and competitive salaries for all classifications. An update of the structure was completed in August 2011. MAG just completed (2012) a follow-up and updating of the software in 2014. The Sheriff has requested a current larger project for 2016.
- **City of Rock Hill, South Carolina.** MAG is currently conducting a Comprehensive Classification and Compensation Study for the City of Rock Hill. MAG conducted orientation sessions, a market survey, and all employees are completing MAG's online Job Analysis Questionnaire.
- **Lexington Fayette Urban Consolidated Government, Kentucky.** MAG recently completed a Comprehensive Classification and Compensation Study for the consolidated government of Lexington. MAG conducted orientation sessions, a comprehensive market survey, and several thousand employees completed MAG's online Job Analysis Questionnaire. A report was issued and presented to City Council for current implementation by City staff. The study was approved and is being implemented. Additional classification determinations were completed in March 2015.
- **Philadelphia.** The City completed a lengthy review process and checking of references. The focus in this project was on executive positions, ensuring their accurate and appropriate classification and placement within the pay structure. Recommendations were also developed to establish appropriate staffing levels for the Human Resources Department.
- **Virginia Beach, Virginia.** MAG conducted a Comprehensive Personnel Study for Virginia Beach. The study included analyzing individual jobs to develop an internal ranking and classification of over 10,000 employees, surveying the labor market to develop competitive



salary ranges for each position, as well as doing a labor market review to assist in designing a competitive structure. A recent project was completed on staffing and organization.

- **Jefferson Parish, Louisiana.** This is a 2011 MAG project, in which all departments were reviewed for overall efficiency and effectiveness. A new proposed organizational structure was developed and used as a model by the incoming manager, hired from the University of New Orleans during the project. This agency was experiencing budgetary challenges due to changing demographics. Reductions in staffing levels were recommended. This organization has over 8,000 employees.
- **Fayette County, Kentucky.** MAG recently conducted a Comprehensive Classification and Compensation Study for Fayette County, in the Lexington area. MAG conducted orientation sessions, a market survey, and several thousand employees recently completed MAG's online Job Analysis Questionnaire.
- **Atlanta, Georgia.** MAG conducted a Comprehensive Classification and Compensation Study for the Atlanta Public Schools. The study included analyzing individual jobs to

develop an internal ranking and classification of several thousand employees, surveying the labor market to develop competitive salary ranges for each position, as well as doing a labor market review to assist in designing a market competitive structure for the Schools' instructional staff. A \$10 million implementation plan was implemented.

- **Memphis, Tennessee.** MAG assisted in a review of the organizational structure and opportunities for cost savings/reduction for this 11,000 employee organization. The City worked with MAG on a series of follow-up projects that spanned four additional years. MAG provided HR and organizational consulting assistance from 2006 to 2011.
- **DeKalb County, Georgia.** This is a 2012 MAG project, sponsored by the Superintendent, Cheryl Atkinson, in which all departments were reviewed for overall efficiency and effectiveness. A new proposed organizational structure was developed for implementation by the Superintendent. Particularly, the Human Resources function received special consulting review and was reorganized for increased efficiency and effectiveness in support of human resources objectives. There are



- over 10,000 employees. This school district was experiencing budgetary challenges. Reductions in staffing levels in central office functions were recommended and presented.
- **Petersburg, Virginia.** MAG completed a Comprehensive Classification and Compensation Study for this municipal government, following a MAG 2014 City-wide staffing study. MAG conducted employee and supervisory orientation sessions, a comprehensive market survey, and approximately one thousand employees completed MAG's online Job Analysis Questionnaire. Class specifications were finalized in addition to training in MAG's Classification Manager software.
 - **Greenwood County, South Carolina.** A comprehensive classification and compensation study was completed for the County government. In addition, MAG is currently finalizing the development of an online performance evaluation system for County employees at the request of the County Manager.
 - **Queen Anne's County, Maryland.** MAG recently completed a Comprehensive Classification and Compensation Study for this government. A complete draft report was provided in December 2015.
 - **City of Hampton, Virginia.** MAG just completed a Comprehensive Classification and Compensation Study for the City of Hampton. MAG conducted orientation sessions, a comprehensive market survey, and 1,300 employees completed MAG's online Job Analysis Questionnaire. A report was issued and presented to City Council for current implementation by City staff. Class specifications were finalized in addition to training in MAG's Classification Manager software.
 - **Jefferson County Schools, Kentucky.** MAG conducted a Classification and Compensation Study for this major district in the Louisville area. The study included analyzing individual jobs to develop an internal ranking and classification of over 5,000 employees, surveying the labor market to develop competitive salary ranges for each position, as well as doing a labor market review to assist in designing a market competitive structure for the Schools' instructional staff.
 - **Richmond Public Schools, Virginia.** MAG conducted a Comprehensive Classification and Compensation Study for this major district. The study included several thousand employees, surveying the labor market to develop competitive salary ranges



for each position, as well as doing a labor market review to assist in designing a market competitive structure for the Schools' instructional staff.

- **Fairfax, Virginia.** MAG is currently completing a Comprehensive Classification and Compensation Study for this municipal government. MAG conducted employee and supervisory orientation sessions, a comprehensive market survey, and several hundred employees completed MAG's online Job Analysis Questionnaire.
- **City of Charleston, West Virginia.** MAG is currently conducting a Comprehensive Classification and Compensation Study for the City of Charleston, West Virginia. MAG conducted orientation sessions, a market survey, and all employees completed MAG's online Job Analysis Questionnaire.
- **City of Murfreesboro, Tennessee.** MAG completed a Comprehensive Classification and Compensation Study for the City of Murfreesboro. MAG conducted orientation sessions, a comprehensive market survey, and nearly 1,300 employees completed MAG's online Job Analysis Questionnaire. A report was issued was presented in 2015 for implementation by staff. HR staff were trained in MAG's Classification Manager software and are maintaining the system at the employee level.
- **Queen Anne's County, Maryland.** A comprehensive salary survey was conducted. A complete final report was provided in 2016, and implementation is being completed at this time.

Listing of MAG HR Projects Below



Accomack County Public Schools, Virginia	Highlands Community Services, Virginia
Acton, Massachusetts	Holly Hill, Florida
Ak-Chin Indian Community, Arizona	Hollywood, Florida
Alachua County, Florida	Hopi Tribal Government, Arizona
Alexandria, Louisiana	Huntsville City Schools, Alabama
Alexandria Fire Department, Virginia	Iberia Parish, Louisiana
Allentown, Pennsylvania	Iberville Parish School Board, Louisiana
Altamonte Springs, Florida	Indian River County Fire & EMS, Florida
Arizona Department of Public Safety, Arizona	Indian River Shores, Florida
Arizona Division of Human Resources, Arizona	Isle of Wight County Schools, Virginia
Arlington Public Schools, Virginia	Jacksonville, Florida
Artesia, New Mexico	Jacksonville Beach, Florida
Asheville, North Carolina	Jacksonville Port Authority, Florida
Atlanta, Georgia	Jacksonville Transportation Authority, Florida
Atlanta Public Schools, Georgia	Jefferson County, Texas
Auburn University, Alabama	Jefferson County Public Schools, Kentucky
Avondale, Arizona	Jefferson Parish, Louisiana
Bal Harbour, Florida	Johns Creek Fire, Georgia
Balcones Heights, Texas	Johnson City, Tennessee
Baltimore City Community College, Maryland	Joplin, Missouri
Baltimore County Public Schools, Maryland	Juno Beach, Florida
Bastrop County, Texas	Kalispell, Montana
Baton Rouge, Louisiana	Kearney, Nebraska
Bay Harbor Islands, Florida	Kenosha, Wisconsin
Baytown, Texas	Kirkland Fire, Washington
Beaufort County Schools, South Carolina	La Porte, Texas
Belle Glade, Florida	Lake County, Florida
Bellevue, Florida	Lake County, Illinois
Bibb County Schools, Georgia	Lake County Sheriff's Office, Florida
Black Hawk College, Illinois	Lake Park, Florida
Blue Ridge Behavioral Healthcare, Virginia	Lake Worth, Florida
Bogalusa, Louisiana	Lake Worth Utilities, Florida
Bowling Green, Kentucky	LaPorte, Texas
Boynton Beach, Florida	Lauderdale by the Sea, Florida
Bradford County Property Appraisers, Florida	Lee County, Florida
Bradford County Tax Collector, Florida	Lee County Tax Collector, Florida
Brevard County, Florida	Leesburg, Florida
Brevard County Sheriff's Office, Florida	Levy County Property Appraiser, Florida
Brooksville, Florida	Lexington, Kentucky
Broward County, Florida	Logan, Utah
Broward County Sheriff's Office, Florida	Los Angeles Housing Authority, California



Brownsville, Texas
Brownsville Port Authority, Texas
Brownsville Utilities Board, Texas
Brunswick County, Virginia
Bullhead City, Arizona
Cape Coral, Florida
Carlsbad, New Mexico
Carson Products, North Carolina
Casselberry, Florida
Cayce, South Carolina
Cecil County, Maryland
Central Yavapai Fire District, Arizona
Chandler, Arizona
Charleston, West Virginia
Charleston County, South Carolina
Charleston Housing Authority, South Carolina
Charlotte County, Florida
Charlotte County Public Schools, Florida
Charlotte County Sheriff's Office, Florida
Chatham County, North Carolina
Cherokee County, Georgia
Cherokee County, North Carolina
Cherokee Nation, Oklahoma
Chesapeake, Virginia
Chester County, Pennsylvania
Child Care Group, Texas
Citrus County, Florida
Citrus County Property Appraisers, Florida
Citrus County Sheriff's Office, Florida
Citrus Hills Investment Corporation, Florida
Clay County, Florida
Clay County Supervisor of Elections, Florida
Cocoa Beach, Florida
College Park, Maryland
Collier County, Florida
Collier County Sheriff's Office, Florida
Colonie, New York
Columbia, Missouri
Columbia Public Schools, Missouri
Connecticut Courts, Connecticut
Cooper City, Florida

Loudoun County Schools, Virginia
Louisiana Community and Technical College System
Lubbock, Texas
Manassas Park City Schools, Virginia
Manatee County Sheriff's Office, Florida
Marion County Sheriff's Office, Florida
Marion County Tax Collector, Florida
Maryland Department of Health & Mental Hygiene
Maryland Health Care Commission, Maryland
Maryland Medical Assistance Program, Maryland
Massachusetts Community Colleges, Massachusetts
Mesa, Arizona
Metropolitan WashCOG, Washington, DC
Miami Area School District, Arizona
Mount Dora, Florida
Mount Pleasant, South Carolina
Murfreesboro, Tennessee
Naples, Florida
New Hanover County, North Carolina
New Orleans Sewerage & Water Board, Louisiana
New River Valley Community Services, Virginia
Newport News, Virginia
Newport News Public Schools, Virginia
North Carolina Department of Juvenile Justice
North Miami, Florida
North Miami Beach, Florida
Northampton County, Virginia
Oak Ridge, Tennessee
Ocala, Florida
Ocean City, Maryland
Okaloosa County, Florida
Oklahoma City, Oklahoma
Orange County Public Schools, Florida
Ormond Beach, Florida
Ouachita Parish, Louisiana
Oviedo, Florida
Palm Bay, Florida
Palm Beach County Florida Clerk of the Circuit Court
Palm Beach County Public Schools, Florida
Palm Beach County Sheriff's Office, Florida
Palmetto, Florida



Coral Springs, Florida	Pantego, Texas
Corpus Christi Airport, Texas	Pascagoula, Mississippi
Dallas Area Rapid Transit, Texas	Pearland, Texas
Dallas Independent School District, Texas	Pembroke Pines, Florida
Dania, Florida	Petersburg, Virginia
Davidson County, North Carolina	Pointe Coupee, Louisiana
Davie, Florida	Ponce Inlet, Florida
Daytona Beach, Florida	Poquoson City Public Schools, Virginia
Daytona Beach Community College, Florida	Port Orange, Florida
Daytona State College, Florida	Portsmouth, Virginia
DeKalb County Schools, Georgia	Prince George's County Public Schools, Maryland
Deltona, Florida	Prince William County, Virginia
Destin, Florida	Pueblo West, Colorado
Dougherty County, Georgia	Queen Anne's County, Maryland
Douglas, Arizona	Richland County Schools, South Carolina
Dover, Delaware	Richmond, Virginia
Dunedin, Florida	Richmond Public Schools, Virginia
Eddy County, New Mexico	Riviera Beach, Florida
El Mirage, Arizona	Rock Hill, South Carolina
El Paso, Texas	Rock Hill Schools, South Carolina
Escambia County Property Appraiser, Florida	Rockford, Illinois
Escambia County Utilities, Florida	Safety Harbor, Florida
Eustis, Florida	San Francisco, California
Fairborn, Ohio	Sanford, Florida
Fairfax, Virginia	Sanibel, Florida
Fairfax County Public Schools, Virginia	Sarasota, Florida
Falls Church, Virginia	Satellite Beach, Florida
Fayette County Public Schools, Kentucky	Sevierville, Tennessee
Fayetteville, Arkansas	South Daytona, Florida
Florida Community College at Jacksonville, Florida	St Johns County Property Appraiser, Florida
Florida Department of Citrus, Florida	St Mary's County Metropolitan Commission, Maryland
Florida State Courts, Florida	St Pete Beach, Florida
Fountain, Colorado	State of Iowa Human Resources Department, Iowa
Franklin Fire Department, Tennessee	Stuart, Florida
Frederick, Maryland	Tallahassee, Florida
G.E.O. Services, Inc,	Tallahassee Community College, Florida
Genesee County, New York	Tamarac, Florida
Georgetown County, South Carolina	Tampa Housing Authority, Florida
Gila River Indian Community, Arizona	Texas Woman's University, Texas
Gilbert, Arizona	Tidewater Youth Services Commission, Virginia
Gladstone, Missouri	Tift County, Georgia



Goose Creek, South Carolina	University City Fire, Missouri
Grand Prairie, Texas	University of Maine, Maine
Greenacres, Florida	University of North Texas, Texas
Greenwood County, South Carolina	Vienna, Virginia
Gulfport, Florida	Virginia Beach Schools, Virginia
Hammond, Louisiana	Wake Technical Community College, North Carolina
Hampton, Virginia	Warren County Schools, Kentucky
Harford County Sheriff's Office, Maryland	Washington County, Pennsylvania
Haywood County, North Carolina	Wayne County Airport Authority, Michigan
Health Services Cost Review Commission, Maryland	Wellington, Florida
Hendry County Property Appraisers, Florida	Williston, Florida
Henry County Schools, Georgia	Wilton Manors, Florida
Hernando County, Florida	Winter Park, Florida
Highland Beach, Florida	Ysleta Independent School District, Texas



SECTION 5.0

BUDGET/PRICING



Section 5.0 – Budget

MAG has developed a project budget for the City of Colleyville based on the scope of services, the number of employees to be included within the scope.

The estimated budget for the Classification and Compensation project is \$46,500. This proposed budget includes anticipated travel and related operational expenses during the course of the project.

Hourly rates for services beyond the scope would be \$200 for professional staff, and \$55 for support positions.

Payment

An initiation invoice of twenty percent (20%) will be requested. Monthly amounts will be invoiced as the work proceeds. Ten percent (10%) of the total contract amount shall be held back - payable upon successful completion of the project. Additional payments shall be due and payable in accordance with monthly invoices based upon work performed toward delivery of final reports and products as described herein.

The fees to be provided do not include services provided by MAG following submission of its final report and recommendations. In the event MAG is required to provide documents or testimony in response to claims, demands or actions by third parties, MAG shall bill for services rendered based on then-current professional fees and expenses incurred, including reasonable attorney's fees. No tasks shall be undertaken without prior notification to you. This provision is intended to apply only to third-party actions based on implementation of MAG's report and findings.

Indemnification Language Suggested:

Consultant agrees, to the fullest extent permitted by law, to indemnify and hold harmless the Client from any amounts (including reasonable attorney's fees) for which the City shall become legally obligated to pay as damages for negligent acts, errors, and/or omissions of the Consultant arising out of the Consultant's performance under this Agreement; however, the amount Consultant will pay for damages is limited to \$1,000,000, which number is intended to reflect the limits set forth in Consultant's liability insurance.



Proprietary Rights Suggested:

The City acknowledges that certain report formats to be provided by the Consultant are copyrighted. However, in accordance with applicable “Public Records” laws, each file and all papers pertaining to any activities performed for or on behalf of the Client are public records available for inspection by any person even if the file or paper resides in the Consultant’s office or facility. The City shall agree, to the extent permitted by law, to protect any information deemed a trade secret as that term is used within applicable statutes. Consultant asserts that its ***Classification Manager®***, ***Performance Manager®*** and ***Market Manager®*** software, Job Analysis Questionnaire (JAQ), methodology section of the proposal, and software development manuals and related documentation for the software are trade secrets and as such are not subject to disclosure.

FLSA Recommendations:

With reference to any FLSA recommendations that may be ultimately requested, MAG’s review can only include recommendations in effect at the time of the agreement and cannot be anticipatory of changes that may or may not occur at some future point. While there are anticipated changes; it is unclear at this time when these might go into effect and how they might be interpreted by FLSA compliance officers. Any MAG recommendations on FLSA determinations that may be made are advisory, and should be reviewed by your own legal counsel.



AGREEMENT TO PROVIDE PROFESSIONAL MANAGEMENT CONSULTING SERVICES

THIS AGREEMENT, entered into this ____ day of _____ 2016 ("effective date") by and between **Management Advisory Group International, Inc.** (hereinafter called the "Consultant") and _____, ____ (hereinafter called the "Client") (together referred to as the "parties").

WITNESSETH:

WHEREAS, the Client is interested in obtaining professional human resource and management consulting services to assist in developing plans and programs that conform to Federal, State, and local requirements and that will be approved by their representatives; and

WHEREAS, the Consultant is staffed with personnel knowledgeable and experienced in the development of human resource and management systems.

NOW, THEREFORE, for and in consideration of the services hereinafter contained, the parties hereby agree as follows:

1. **Employment of Consultant.** The Client agrees to engage the Consultant and the Consultant hereby agrees to perform the services described in the "Scope of Services" listed below.
2. **Scope of Services.** The Consultant shall do, perform and carry out in a good and professional manner human resource and management consulting services as may be requested by the Client, and included by reference herein is the Consultant's Proposal to the Client dated _____ which details the proposed study timeline, work plan, and deliverables. (Exhibit "A")
3. **Time of Performance.** The services to be performed hereunder by the Consultant shall be undertaken and completed in such sequence so as to ensure their expeditious completion and best carry out the purposes of the agreement. The project will commence within ten (10) days of notification to proceed and will be completed within a ____-day time period or as agreed to by the Consultant and the Client. It is expected that the time period will be approximately ____ () months.
4. **Method of Payment.** Total cost of the proposed scope of services is \$_____. Ten percent (10%) of the total agreement amount shall be held back by Client - payable to Consultant upon successful completion of the services. Twenty percent (20%) of the total agreement amount will be paid to Consultant within (7) days from the effective date of this agreement and upon Consultant providing Client an invoice for said amount. Additional

payments shall be due and payable in accordance with monthly invoices based upon work performed toward delivery of final reports and products as described herein.

5. **Changes and Additional Services.** The Client may, from time to time, require changes in the "Scope of Services" of the Consultant to be performed hereunder. Such changes, which are mutually agreed upon by and between the Client and the Consultant, shall be incorporated in written amendment to this agreement. The written amendment shall identify whether said change(s) alter the total agreement amount. For services not included in the "Scope of Services", a rate of \$200 per professional hour expended and \$55 per clerical hour expended, plus expenses will be charged. Any expenses for work done beyond the scope of services anticipated under this agreement will be approved prior to undertaking.

6. **Services and Materials to be Furnished by the Client.** The Client shall furnish the Consultant with all available necessary information pertinent to the execution of this agreement. The Client shall cooperate with the Consultant in scheduling and carrying out the work herein.

7. **Rights to Terminate Agreement.** The terms of this agreement shall be in effect through and including _____. Either party shall have the right to terminate this agreement with or without cause, by giving written notice to the other party of such termination at least thirty (30) days before the effective date of such termination. Consultant shall be entitled to compensation for services rendered and expenses incurred through the effective date of termination.

8. **Indemnification.** Subject to Section 10, Limitation of Liability, set forth herein, Consultant agrees, to the fullest extent permitted by law, to indemnify and hold harmless Client for any amounts (including reasonable attorney's fees) for which the Client shall become legally obligated to pay as damages for negligent acts, errors and/or omissions of the Consultant arising out of the Consultant's performance under this agreement.

9. **Limitation of Liability.** The Client agrees that the Consultant's total aggregate of liability hereunder (whether contractual, statutory, tortious or otherwise) for damages on any one or more or all claims (regardless of the number of different or other claims, claimants or occurrences) shall not exceed the total of professional fees actually paid under this agreement. The Client further agrees that the Consultant shall not be liable to the Client for any indirect, incidental, special or consequential damages, any lost profits or any claim or demand against the Client by any other party, arising out of or in connection with the performance of services hereunder.

10. **Information and Reports.** The Consultant shall, at such time and in such form as the Client may require, furnish such periodic reports concerning the status of the project as may be requested by the Client. The Consultant shall furnish the Client, upon request, with copies of all documents and other materials prepared or developed in relation with or as a part of the services herein.

11. **Matters to be Disregarded.** The titles of the several sections, subsections, and paragraphs set forth in this agreement are inserted for convenience of reference only and shall be disregarded in construing or interpreting any of the provisions of this agreement.

12. **Completeness of Agreement.** This agreement and any additional or supplementary document or documents incorporated herein by specific reference contain all of the terms and conditions agreed upon by the parties hereto, and no other agreements, oral or otherwise, regarding the subject matter of this agreement or any part thereof shall have any validity or bind any of the parties hereto.

13. **Personnel.** The Consultant represents that it has, or will secure at its own expense, all personnel required in performing the services under this agreement. Such personnel shall not be employees of or have any contractual relationship with the Client. All of the personnel engaged in the services herein shall be fully qualified to perform such services.

14. **Signatures.** The Parties, may execute this agreement in counterparts. Each executed counterpart shall be deemed an original and all of them, together, shall constitute one and the same agreement.

15. **Notices.** Any notices, bills, invoices, or reports required by this agreement shall be sufficient if sent by the parties hereto in the United States mail, postage paid, to the address noted below.

As to Client:	As to Consultant: Management Advisory Group International, Inc. 13580 Group Drive, Suite 200 Woodbridge, Virginia 22192 (703) 590-7250
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[Signature page and exhibits to follow]

IN WITNESS WHEREOF, All of the above occurred as of the date first written below; this agreement shall be binding on Consultant beginning on the date it is accepted and executed by Client.

Consultant:

Client:

Donald C. Long
President
Management Advisory Group International, Inc.
13580 Group Drive, Suite 200
Woodbridge, Virginia 22192

LETTERS OF REFERENCE
“QUOTES”





MANAGEMENT ADVISORY GROUP, INC.

Virginia

The City of Hammond, Loretta Severan, Human Resources Director....

"Thank you for a fantastic job."

The City of Kirkland, Jeff Blake, Director of Fire & Building....

"Thanks so much for your great work... I really did appreciate the way in which you handled our process; it was a short timeframe to complete the project and you did a great job."

Virginia Department of Fire Programs, Brook M. Pittinger, MPA & CPM Director of Administration....

"Thus far the work products developed by MAG have been very useful and have required very little modification. The modular study format has also proven to provide the committee with a better approach."

The City of Daytona Beach, Linda Pellicer, Employee Relations Administrator....

"Thank you so much for your prompt attention and excellent customer service."

Columbia Daily Tribune, Thursday, Aug. 18, 2007 By Janese Heavin Publisher

"Some board members said they needed more time to digest the data but indicated they liked the idea of the proposed pay plan."

"I think teachers and staff are going to be excited about this," said Michelle Gadbois, a former Hickman High School teacher.

Okaloosa-Walton College, Nancy Murphy, Director of Human Resources....

"MAG was in our local newspaper today! I see where you are working with the City of Fort Walton Beach... Gives OWC more creditability that we selected the right company to conduct our compensation study!

Thanks again for all you did..."

City of Oviedo, Barbara Faulk, Employment Coordinator....

"...It's really nice to know that we can pick up the phone and get answers to our questions. Please make sure Alan knows how grateful I am for his cooperation and assistance."

Newton County Board of Commissioners, John Middleton, Administrative Officer....

"We appreciate the work MAG has done for us and look forward to working with you all in the near future once again."

City of Roswell, Diane Taylor, HR Programs Manager....

"Your system is so easy to use."

Virginia Beach Public Schools, David Staley,

"I have nothing but great things to say about MAG. Despite a challenging timetable, they provided a high quality product which exceeded my expectations."

City of Opelika, Honorable Mayor Gary Fuller....

"I'm writing to express how pleased we are with the services your company recently provided to the City of Opelika."

"This task could not have been accomplished without the diligent efforts of... Mr. Calvin Grissett. I was pleased with the professionalism that these individuals demonstrated throughout the process."

"I appreciate the extra effort your company gave in ensuring the Opelika City Council was briefed and made comfortable with the new system."

"The City of Opelika looks forward to future projects with your company."

City of Moultrie, Dale V. Williams, CHRM, Director of HR/Risk Management....

"I found the MAG employees responsible for the City of Moultrie project, to be very professional and knowledgeable."

"They were adapt at keeping us on task and meeting deadlines."

"Because of their proactive approach, I would recommend the MAG Agency without question."

Louisiana Community & Technical College System, Laura A. Kamiya, SPHR, Director or Human Resources....

"The review committee felt that Management Advisory Group, Inc. (MAG) proposal contained all the required elements, experience in conducting similar studies, an understanding of the scope of the project, sound design and methodology, and a responsible cost for effort to be expended."

"MAG is the highest scorer out of the eleven proposers."

Daytona Beach Community College, Laurance R. Sandstorm, Associate Vice President of Human Resources....

"...the study remained within appropriate scope and was completed on a timely basis."

"The entire team was receptive and responsive to ideas and feedback from Human Resources staff, college employees, and senior administrators."

"Our experiencehas proven that the original project was not only well designed but is also very cost effective."

Baltimore County Public Schools, Michael J. Goodhues....

"Ms. Long and her project team worked with Baltimore County Public Schools to complete a demanding project in a short time. The recommendations of the project team were adopted by Baltimore County Public Schools. Software provided by the project team is still in use by the BCPS."

"I would recommend Ms. Long and her staff be considered by any public school system interested in conducting an employee compensation and classification study."

***Dover Post, Wednesday, Aug. 21, 2002
By Jim Flood Sr.
Publisher***

"Dover's City Council did the right thing last March in hiring Management Advisory Group, Inc., to review the organization of Dover's government. It showed foresight and a certain amount of courage. Who could tell what the recommendations of this outside body might be?"

"With that said, how well did the expert examiners do their job? Quite well, in this corner's opinion. While it is a given that the report has no chance of being adopted in to, there is sound logic to many of the recommendations and city council should carefully examine all of them before making decisions. There is logic and reason in the approach of the Management Advisory Group staff."

The City of Oklahoma City, Dianna L. Berry, Personnel Director....

"Thank you for the professional services you provided to us in conducting the comprehensive compensation, classification, and benefits study for the City of Oklahoma City."

"Your interest in our organization was evident from the outset of the project to the end, and we wish to express our sincere appreciation."

"... we were impressed with your enthusiasm, flexibility, and creativity in responding to our expectations and providing viable recommendations to us."

"We believe that the study recommendations will result in better recruitment and retention of employees."

Columbia County Property Appraiser, J. Doyle Crews, CFA....

"The Salary Survey has proved to be an excellent tool in requesting salary increases for my staff. I have been impressed with the whole process involved in the survey, from the initial meeting ... "

"I want to also tell you I was especially pleased with Calvin Grissett and the professionalism he has shown throughout the business relationship we have had with your company."

"I am looking forward to future business with your company."

Cherokee County Commission Board, Barbara P. Vicknair, Chairman....

“We are finalizing our review of the draft documents at this time and have found both reports to be quality products that are responsive to the County’s needs.”

“We appreciate the timeliness of the work and your willingness to incorporate suggestions and recommendations from the Board into the report.”

“We look forward to completing this study and the opportunity to work together in the future.”

Citrus County Board of County Commissioners, Dwight L. Small, Human Resources Director....

“Mr. Grissett was unfailingly responsive and cooperative by going well beyond normal expectations in his willingness to help us. He was always pleasant and concerned and never displayed the slightest impatience with our demands.”

“Please convey our sincere appreciation to Calvin for his invaluable contributions.”

Citrus County Florida Tax Collector, Norine S. Gilstrap, CFC....

“The study itself was very thorough and extensive, the few times that changes were requested they were resolved quickly.”

“Based on my association with Carolyn Long over the past few years I have found her to be most professional, knowledgeable and competent in her approach to her work.”

Dougherty County Georgia Board of Commissioners, Alice Goseer-Jenkins....

“We have received the draft report of the Compensation and Classification for Dougherty County. Following our internal review, we find this to be a very comprehensive document, and on that specifically addresses to our local concerns and issues.”

“It is apparent the work done for us has not been just an “off the shelf” piece of work already done for someone else.”

“You have continued to be flexible, offering us several options on most issues instead of only one recommended outcome.”

Salary Survey Results for SAMPLE CLIENT

Job Class Title	Averages For Each Job Class					SAMPLE CLIENT						
	Min	Mid	Max	Start	Avg	Actual	Range Width	Min	Mid	Max	Range Width	
SCHOOL NUTRITION ASSISTANT I	\$11,861	\$15,239	\$18,617				57.0%	\$8,098	-46.5%	\$12,782	-19.2%	\$17,465 -6.6% 115.7%
TRANSPORTATION - BUS DRIVER	\$15,607	\$19,422	\$23,238				48.9%	\$9,689	-61.1%	\$15,605	-24.5%	\$21,522 -8.0% 122.1%
PARAPROFESSIONAL I	\$16,108	\$21,857	\$27,605				71.4%	\$11,189	-44.0%	\$17,308	-26.3%	\$23,427 -17.8% 109.4%
NURSE - LICENSED PRACTICAL NURSE	\$21,564	\$25,938	\$30,311				40.6%	\$14,279	-51.0%	\$19,659	-31.9%	\$25,038 -21.1% 75.4%
SECRETARY - ELEMENTARY SCHOOL	\$20,612	\$26,498	\$32,383				57.1%	\$15,093	-36.6%	\$27,997	5.4%	\$40,900 20.8% 171.0%
SECRETARY - HIGH SCHOOL	\$21,377	\$27,492	\$33,608				57.2%	\$14,338	-49.1%	\$27,619	0.5%	\$40,900 17.8% 185.3%
BOOKKEEPER - HIGH SCHOOL	\$24,056	\$29,960	\$38,302				59.2%	\$18,413	-30.7%	\$29,657	-1.0%	\$40,900 6.4% 122.1%
DISPATCHER	\$23,457	\$31,577	\$39,696				69.2%					
ADMINISTRATIVE ASSISTANT I	\$26,293	\$34,078	\$41,864				59.2%	\$18,413	-42.8%	\$29,657	-14.9%	\$40,900 -2.4% 122.1%
NURSE - REGISTERED NURSE	\$27,483	\$34,184	\$40,884				48.8%	\$22,520	-22.0%	\$31,005	-10.3%	\$39,489 -3.5% 75.4%
MAINTENANCE - CARPENTER I	\$30,326	\$37,779	\$45,232				49.2%	\$25,234	-20.2%	\$40,642	7.0%	\$56,051 19.3% 122.1%
INTERPRETER II	\$31,215	\$41,327	\$52,017				66.6%	\$24,809	-25.8%	\$39,959	-3.4%	\$55,109 5.6% 122.1%
SPECIALIST HUMAN RESOURCES II	\$32,744	\$41,645	\$50,545				54.4%	\$20,941	-56.4%	\$33,728	-23.5%	\$46,516 -8.7% 122.1%
MECHANIC I	\$33,546	\$43,600	\$53,654				59.9%	\$25,234	-32.9%	\$40,642	-7.3%	\$56,051 4.3% 122.1%
MAINTENANCE - HVAC III	\$35,497	\$44,830	\$54,164				52.6%	\$22,719	-56.2%	\$36,583	-22.5%	\$50,446 -7.4% 122.0%
COMPUTER TECHNICIAN	\$37,108	\$44,974	\$58,710				58.2%	\$31,759	-16.8%	\$51,152	12.1%	\$70,545 16.8% 122.1%
SPECIALIST - PAYROLL II	\$35,816	\$45,655	\$55,493				54.9%	\$23,473	-52.6%	\$37,806	-20.8%	\$52,140 -6.4% 122.1%
MAINTENANCE - FOREMAN GROUNDS	\$38,642	\$50,225	\$61,808				60.0%	\$25,234	-53.1%	\$44,392	-13.1%	\$63,551 2.7% 151.9%
PHYSICAL THERAPIST (PT)	\$43,607	\$55,962	\$68,317				56.7%	\$48,452	10.0%	\$69,293	19.2%	\$90,134 24.2% 86.0%
MAINTENANCE - SUPERVISOR	\$54,041	\$67,623	\$81,205				50.3%	\$79,612	32.1%	\$85,112	20.5%	\$90,612 10.4% 13.8%
MANAGER - PURCHASING	\$54,102	\$68,013	\$81,924				51.4%	\$71,105	23.9%	\$76,605	11.2%	\$82,105 0.2% 15.5%
ADMINISTRATOR - NETWORK	\$53,821	\$68,462	\$83,102				54.4%	\$31,759	-69.5%	\$51,152	-33.8%	\$70,545 -17.8% 122.1%
DATA MANAGER	\$57,858	\$70,473	\$90,802				56.9%	\$71,105	18.6%	\$76,605	8.0%	\$82,105 -10.6% 15.5%
COORDINATOR - SPECIAL EDUCATION	\$62,634	\$79,831	\$97,028				54.9%	\$92,374	32.2%	\$97,874	18.4%	\$103,374 6.1% 11.9%
FEDERAL (TITLE) PROGRAMS COORDINATOR	\$70,446	\$86,145	\$101,845				44.6%	\$92,374	23.7%	\$97,874	12.0%	\$103,374 1.5% 11.9%
TRANSPORTATION DIRECTOR/MANAGER	\$74,312	\$86,878	\$108,332				45.8%	\$99,180	25.1%	\$104,680	17.0%	\$110,180 1.7% 11.1%
DIRECTOR - FINANCE	\$78,326	\$92,095	\$114,754				46.5%	\$99,180	21.0%	\$104,680	12.0%	\$110,180 -4.2% 11.1%
DIRECTOR - TECHNOLOGY SERVICES	\$78,600	\$97,425	\$116,251				47.9%	\$99,180	20.8%	\$104,680	6.9%	\$110,180 -5.5% 11.1%
DIRECTOR - HUMAN RESOURCES	\$79,728	\$98,404	\$117,079				46.8%	\$99,180	19.6%	\$104,680	6.0%	\$110,180 -6.3% 11.1%
ASSISTANT SUPERINTENDENT	\$106,712	\$125,031	\$143,350				34.3%	\$119,598	10.8%	\$125,098	0.1%	\$130,598 -9.8% 9.2%
Survey Averages	\$43,250	\$53,754	\$65,404				53.83%	\$46,018	6.02%	\$56,363	4.63%	\$66,707 1.95% 44.96%

City of Frederick Implementation Report

Proposed Pay Plan Unified

Dep't Name: Administrative/Human Resources/General Government A Dep't Code: 1241

Unit Name: Unit Code:

Original	Class		Grade				Step	FTE	Experience		Salary	Adjustments				Compa Ratio	Position #
									Hire Date	Promotion		Flat %	Mkt	Step	% Chg		
Proposed	Title	Code	Min	Mkt	Max	#		Duty	Exper.Date	Days All'd		Min	Max	OrgExp	Asgn	Employee Name	
DIRECTOR OF HUMAN RESOURCES	3399		81,197	105,595	129,993	16			03/24/2014	03/24/2014	89,317	0	0			84.58%	
DIRECTOR OF HUMAN RESOURCES	3399		103,277	134,260	165,140	133		260	03/24/2014	464	106,423	13,960	3,146				
MANAGER OF HUMAN RESOURCES	11210		69,597	90,525	111,453	14			01/02/2009	01/02/2009	79,620	0	0			87.95%	
MANAGER OF HUMAN RESOURCES	11210		77,067	100,187	123,230	127		260	01/02/2009	2371	89,062	0	9,442				
HUMAN RESOURCES ANALYST	11191		51,171	66,542	81,912	10			03/27/1989	03/11/2001	81,912	0	0			123.10%	
HUMAN RESOURCES ANALYST	11191		57,509	74,761	91,956	121		260	03/11/2001	5225	81,912	0	0				
HR ADMINISTRATOR III- BENEFITS	11352		43,862	57,041	70,220	08			04/26/1999	06/21/2001	53,198	0	0			93.26%	
BENEFITS ADMINISTRATOR	11352		52,162	67,811	83,407	119		260	06/21/2001	5123	69,704	0	16,506				
HR ADMINISTRATOR I	11353		37,613	48,913	60,212	06			03/20/2006	06/24/2007	42,308	0	0			86.50%	
HUMAN RESOURCES SPECIALIST	11353		42,914	55,788	68,619	115		260	06/24/2007	2929	51,165	606	8,251				
HR ADMINISTRATOR I	11353		37,613	48,913	60,212	06			03/19/2007	03/15/2009	42,844	0	0			87.59%	
HUMAN RESOURCES SPECIALIST	11353		42,914	55,788	68,619	115		260	03/15/2009	2299	49,390	70	6,476				
SECURITY	11357		27,653	35,954	44,254	02			07/23/2012	07/23/2012	14,378	0	0			79.98%	
SECURITY GUARD	102		29,046	37,759	46,444	107		260	07/23/2012	1073	15,546	145	1,023				
SECURITY	11357		27,653	35,954	44,254	02			09/29/2014	09/29/2014	14,953	0	0			83.18%	
SECURITY GUARD	102		29,046	37,759	46,444	107		260	09/29/2014	0	14,953	0	0				
SECURITY	11357		27,653	35,954	44,254	02			06/11/2012	09/09/2013	14,378	0	0			79.98%	
SECURITY GUARD	102		29,046	37,759	46,444	107		260	09/09/2013	660	15,152	145	629				

Summary for

Current Payroll	\$432,908	# Positions	9
Flat 0% Adjustment	\$0	# Positions Adjusted (any type)	7 # Not Adj 2
Adjustment To Minimum	\$14,925	# Adjusted To Minimum	5
Adjustment To Market	\$0	# Adjusted To Market	0
Adjustment Toward Maximum	\$45,473	# Adjusted Toward Maximum	7
Adjustment To Step	\$0	# Adjusted To Step	0
OrgExp Adjustment	\$0	# OrgExp Adjustments	0
Stipends / Supplements	\$0	# Assignment	0
 Total Applied Adjustments	 \$60,398		
Proposed Payroll	\$493,306	% Change	13.95%

City of Frederick Implementation Report

Summary for City of Frederick

Current Payroll	\$21,220,059	# Positions	441
Flat 0% Adjustment	\$0	# Positions Adjusted (any type)	317 # Not Adj 124
Adjustment To Minimum	\$301,673	# Adjusted To Minimum	156
Adjustment Toward Mkt	\$0	# Adjusted Toward Market	0
Adjustment Toward Maximum	\$1,006,417	# Adjusted Toward Maximum	268
Adjustment To Step	\$0	# Adjusted To Step	0
OrgExp Adjustment	\$0	# OrgExp Adjustments	0
Stipends / Supplements	\$0	# Assignment	0
 Total Applied Adjustments	 \$1,308,090		
Proposed Payroll	\$22,528,149	% Change in Total Payroll	6.16%
FICA Rate: 0			
Proposed Payroll plus FICA	\$22,528,149		

Implementation Cost By Proposed Classification

City of Frederick

Proposed Pay Plan Unified

Proposed	Class		Orig Avg	Adjustment Amounts and # of Employees Receiving Adjustments														Prop Avg	Avg \$ Inc	%
	Title	Code		# EES	Flat %	#	Min	#	Mkt	#	Max	#	Step	#	Merit	#	Total Adjust			
Proposed Pay Plan	Unified																			
ACCOUNTANT		10179	64,984	2	0	0	0	0	0	0	0	0	0	0	0	0	0	64,984	0	0.0%
ACCOUNTING CLERK		602	39,337	3	0	0	0	0	0	0	7,860	3	0	0	0	0	7,860	41,957	2,620	6.7%
ACCOUNTING CLERK COORDINATOR		601	59,079	1	0	0	0	0	0	0	0	0	0	0	0	0	0	59,079	0	0.0%
ACCOUNTING MANAGER		1200	90,690	1	0	0	0	0	0	0	3,424	1	0	0	0	0	3,424	94,114	3,424	3.8%
ADMINISTRATIVE ASSISTANT I		512	33,949	4	0	0	857	1	0	0	8,697	3	0	0	0	0	9,554	36,337	2,388	7.0%
ADMINISTRATIVE ASSISTANT II		905	44,505	12	0	0	5,768	6	0	0	36,567	8	0	0	0	0	42,334	48,033	3,528	7.9%
AIRPORT MANAGER		1602	72,250	1	0	0	1,147	1	0	0	2,308	1	0	0	0	0	3,455	75,705	3,455	4.8%
ARBORIST		704	60,798	1	0	0	0	0	0	0	0	0	0	0	0	0	0	60,798	0	0.0%
ASSISTANT AIRPORT MANAGER		10107	53,730	2	0	0	3,599	1	0	0	0	0	0	0	0	0	3,599	55,530	1,800	3.3%
ASSISTANT CITY ATTORNEY		11233	90,346	2	0	0	0	0	0	0	16,700	1	0	0	0	0	16,700	98,696	8,350	9.2%
ASSISTANT DIRECTOR OF THE COMMUN		11343	78,240	1	0	0	0	0	0	0	0	0	0	0	0	0	0	78,240	0	0.0%
ASSISTANT GOLF COURSE SUPERINTEN		11321	42,914	1	0	0	0	0	0	0	0	0	0	0	0	0	0	42,914	0	0.0%
ASSISTANT MANAGER - CODE ENFORCE		113071	51,172	1	0	0	3,598	1	0	0	0	0	0	0	0	0	3,598	54,770	3,598	7.0%
ASSISTANT SUPERINTENDENT		11254	54,130	2	0	0	1,552	1	0	0	8,786	2	0	0	0	0	10,338	59,298	5,169	9.5%
ASST COMMUNICATIONS DIVISION SUPE		9909	45,616	1	0	0	0	0	0	0	899	1	0	0	0	0	899	46,515	899	2.0%
ASST DEPUTY DIR OF OPERATIONS		11220	69,715	1	0	0	187	1	0	0	11,701	1	0	0	0	0	11,888	81,603	11,888	17.1%
AUTO MECHANIC		10116	30,016	3	0	0	1,534	1	0	0	6,290	2	0	0	0	0	7,824	32,624	2,608	8.7%
AUTOMATED ENFORCEMENT COORDINA		11369	20,305	1	0	0	130	1	0	0	876	1	0	0	0	0	1,006	21,311	1,006	5.0%
BACKGROUND INVESTIGATOR		11374	23,684	1	0	0	1,155	1	0	0	0	0	0	0	0	0	1,155	24,839	1,155	4.9%
BENEFITS ADMINISTRATOR		11352	53,198	1	0	0	0	0	0	0	16,506	1	0	0	0	0	16,506	69,704	16,506	31.0%
BOX OFFICE MANAGER - WEINBERG CE		404	40,737	1	0	0	4,322	1	0	0	9,631	1	0	0	0	0	13,953	54,690	13,953	34.3%
BUILDING DIVISION MANAGER		11356	88,828	1	0	0	0	0	0	0	0	0	0	0	0	0	0	88,828	0	0.0%
BUILDING INSPECTOR		11371	47,441	1	0	0	0	0	0	0	0	0	0	0	0	0	0	47,441	0	0.0%
BUSINESS DEVELOPMENT SPECIALIST		10109	59,681	1	0	0	3,722	1	0	0	1,786	1	0	0	0	0	5,508	65,189	5,508	9.2%
CASE MANAGER		714	43,515	5	0	0	8,254	3	0	0	22,915	5	0	0	0	0	31,169	49,749	6,234	14.3%
CDBG ADMINISTRATOR		11354	58,463	1	0	0	0	0	0	0	11,477	1	0	0	0	0	11,477	69,940	11,477	19.6%
CHIEF OF POLICE		11209	136,324	1	0	0	0	0	0	0	0	0	0	0	0	0	0	136,324	0	0.0%
CITY ATTORNEY		11227	122,978	1	0	0	0	0	0	0	1,892	1	0	0	0	0	1,892	124,870	1,892	1.5%
CLERICAL ASSISTANT		11380	27,653	2	0	0	0	0	0	0	0	0	0	0	0	0	0	27,653	0	0.0%
CODE ENFORCEMENT INSPECTOR		1312	47,214	5	0	0	8,899	2	0	0	9,397	3	0	0	0	0	18,296	50,873	3,659	7.8%
COMMUNICATIONS CLERK		305	23,438	9	0	0	1,199	5	0	0	17,595	7	0	0	0	0	18,794	25,526	2,088	8.9%
COMMUNITY OUTREACH COORDINATOR		11318	44,557	1	0	0	502	1	0	0	5,401	1	0	0	0	0	5,904	50,461	5,904	13.2%
CREW LEADER		11176	54,389	3	0	0	0	0	0	0	1,616	2	0	0	0	0	1,616	54,928	539	1.0%
CRIME ANALYST		1212	48,315	2	0	0	2,727	2	0	0	3,323	2	0	0	0	0	6,050	51,340	3,025	6.3%
CRIME SCENE SUPERVISOR		1013	43,862	1	0	0	5,816	1	0	0	0	0	0	0	0	0	5,816	49,678	5,816	13.3%
CRIME SCENE TECHNICIAN		707	42,469	2	0	0	5,301	1	0	0	10,207	1	0	0	0	0	15,508	50,223	7,754	18.3%
CUSTODIAN		106	18,488	8	0	0	13	1	0	0	7,183	5	0	0	0	0	7,195	19,387	899	4.9%
DEPUTY DIRECTOR FOR ENGINEERING		11229	84,000	1	0	0	966	1	0	0	2,432	1	0	0	0	0	3,398	87,398	3,398	4.0%
DEPUTY DIRECTOR FOR OPERATIONS		11236	101,764	1	0	0	0	0	0	0	0	0	0	0	0	0	0	101,764	0	0.0%

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Implementation Cost By Proposed Classification

City of Frederick

Proposed Pay Plan Unified

Class			Orig Avg	Adjustment Amounts and # of Employees Receiving Adjustments														Prop Avg	Avg \$ Inc	%
Proposed	Title	Code		# EES	Flat %	#	Min	#	Mkt	#	Max	#	Step	#	Merit	#	Total Adjust			
Proposed Pay Plan Unified																				
DEPUTY DIRECTOR FOR PARKS AND RE	11230	116,870	1	0	0	0	0	0	0	0	0	0	0	0	0	0	116,870	0	0.0%	
DEPUTY DIRECTOR FOR PLANNING	11232	123,889	1	0	0	0	0	0	0	0	0	0	0	0	0	0	123,889	0	0.0%	
DEVELOPMENT SUPERVISOR	11300	49,262	1	0	0	5,508	1	0	0	8,524	1	0	0	0	0	14,033	63,295	14,033	28.5%	
DIGITAL IMAGING TECHNICIAN	11364	37,613	1	0	0	3,257	1	0	0	1,170	1	0	0	0	0	4,427	42,040	4,427	11.8%	
DIGITAL MEDIA PRODUCER	11310	47,441	1	0	0	0	0	0	0	3,595	1	0	0	0	0	3,595	51,036	3,595	7.6%	
DIRECTOR OF BUDGET & PURCHASNG	2104	93,194	1	0	0	10,083	1	0	0	15,864	1	0	0	0	0	25,947	119,141	25,947	27.8%	
DIRECTOR OF ECONOMIC DEVELOPMEN	4900	107,750	1	0	0	0	0	0	0	9,271	1	0	0	0	0	9,271	117,021	9,271	8.6%	
DIRECTOR OF FINANCE	11199	140,651	1	0	0	0	0	0	0	24,489	1	0	0	0	0	24,489	165,140	24,489	17.4%	
DIRECTOR OF HUMAN RESOURCES	3399	89,317	1	0	0	13,960	1	0	0	3,146	1	0	0	0	0	17,106	106,423	17,106	19.2%	
DIRECTOR OF PUBLIC WORKS	2901	119,149	1	0	0	0	0	0	0	0	0	0	0	0	0	0	119,149	0	0.0%	
DIRECTOR OF THE COMMUNITY ACTION	11231	120,354	1	0	0	0	0	0	0	20,262	1	0	0	0	0	20,262	140,616	20,262	16.8%	
DISPATCHER	805	39,539	16	0	0	8,053	7	0	0	32,887	13	0	0	0	0	40,940	42,098	2,559	6.5%	
DIVISION MANAGER CODE ENFORCEME	1403	64,551	1	0	0	0	0	0	0	5,736	1	0	0	0	0	5,736	70,287	5,736	8.9%	
DIVISION MANAGER COMPREHENSIVE P	10000	64,455	1	0	0	5,447	1	0	0	6,433	1	0	0	0	0	11,880	76,335	11,880	18.4%	
DIVISION MANAGER CURRENT PLANNIN	1901	69,715	1	0	0	187	1	0	0	11,637	1	0	0	0	0	11,824	81,539	11,824	17.0%	
ECONOMIC DEVELOPMENT MANAGER	11373	69,070	1	0	0	832	1	0	0	2,359	1	0	0	0	0	3,191	72,261	3,191	4.6%	
ELECTRICAL INSPECTOR	1302	43,862	1	0	0	1,197	1	0	0	0	0	0	0	0	0	1,197	45,059	1,197	2.7%	
ELECTRICIAN	310	38,234	3	0	0	483	1	0	0	994	1	0	0	0	0	1,478	38,727	493	1.3%	
EQUIPMENT OPERATOR CREW LEADER	11315	62,665	2	0	0	0	0	0	0	0	0	0	0	0	0	0	62,665	0	0.0%	
EQUIPMENT OPERATOR I	11288	35,329	3	0	0	0	0	0	0	1,029	1	0	0	0	0	1,029	35,672	343	1.0%	
EQUIPMENT OPERATOR II	10126	45,210	25	0	0	967	2	0	0	18,861	9	0	0	0	0	19,828	46,003	793	1.8%	
EQUIPMENT OPERATOR III	10185	53,744	5	0	0	0	0	0	0	0	0	0	0	0	0	0	53,744	0	0.0%	
EVENTS COORDINATOR	11195	55,118	1	0	0	0	0	0	0	5,762	1	0	0	0	0	5,762	60,880	5,762	10.5%	
EVIDENCE AND PROPERTY CUSTODIAN	407	36,243	2	0	0	5,363	2	0	0	2,688	1	0	0	0	0	8,051	40,268	4,026	11.1%	
EXECUTIVE ASSISTANT OF ADMINISTRA	907	73,317	1	0	0	80	1	0	0	0	0	0	0	0	0	80	73,397	80	0.1%	
EXECUTIVE ASSISTANT TO THE MAYOR	906	64,455	1	0	0	0	0	0	0	1,083	1	0	0	0	0	1,083	65,538	1,083	1.7%	
FACILITIES ADMINISTRATOR	11200	70,833	1	0	0	0	0	0	0	0	0	0	0	0	0	0	70,833	0	0.0%	
FALSE ALARM REDUCTION MONITOR	11279	43,923	1	0	0	0	0	0	0	1,610	1	0	0	0	0	1,610	45,533	1,610	3.7%	
FCAA PROGRAM COORDINATOR	11334	51,286	5	0	0	7,225	2	0	0	33,572	5	0	0	0	0	40,797	59,446	8,159	15.9%	
FIRE PROTECTION ENGINEER	888	94,295	1	0	0	0	0	0	0	0	0	0	0	0	0	0	94,295	0	0.0%	
FIRE SYSTEMS INSPECTOR	889	75,904	1	0	0	0	0	0	0	0	0	0	0	0	0	0	75,904	0	0.0%	
FISCAL AFFAIRS COORDINATOR	1803	55,254	1	0	0	2,255	1	0	0	6,055	1	0	0	0	0	8,310	63,564	8,310	15.0%	
FITNESS CENTER SUPERVISOR	11275	51,503	1	0	0	0	0	0	0	10,006	1	0	0	0	0	10,006	61,509	10,006	19.4%	
FLEET MAINTENANCE COORDINATOR	11370	18,806	1	0	0	2,651	1	0	0	0	0	0	0	0	0	2,651	21,457	2,651	14.1%	
FUNDRAISING COORDINATOR - WEINBE	11360	21,751	1	0	0	0	0	0	0	0	0	0	0	0	0	0	21,751	0	0.0%	
GIS TECHNICIAN	11205	51,760	2	0	0	0	0	0	0	4,927	1	0	0	0	0	4,927	54,223	2,464	4.8%	
GOLF COURSE MECHANIC	10115	39,166	1	0	0	0	0	0	0	1,305	1	0	0	0	0	1,305	40,471	1,305	3.3%	
GOLF COURSE SUPERINTENDENT	11287	80,641	1	0	0	0	0	0	0	0	0	0	0	0	0	0	80,641	0	0.0%	
GOLF PRO ASSISTANT	551	49,338	1	0	0	0	0	0	0	7,970	1	0	0	0	0	7,970	57,308	7,970	16.2%	

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Implementation Cost By Proposed Classification

City of Frederick

Proposed Pay Plan Unified

Proposed	Class		Orig Avg	Adjustment Amounts and # of Employees Receiving Adjustments														Prop Avg	Avg \$ Inc	%
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Proposed Pay Plan	Unified																			
GROUNDKEEPER		406	37,715	1	0	0	0	0	0	0	3,762	1	0	0	0	0	3,762	41,477	3,762	10.0%
HEAD GOLF PRO GENERAL MANAGER		11157	86,230	1	0	0	0	0	0	0	1,123	1	0	0	0	0	1,123	87,353	1,123	1.3%
HELPPDESK TECHNICIAN		11351	43,862	1	0	0	1,197	1	0	0	0	0	0	0	0	0	1,197	45,059	1,197	2.7%
HORTICULTURALIST		11286	29,906	1	0	0	3,718	1	0	0	5,611	1	0	0	0	0	9,329	39,235	9,329	31.2%
HOUSING COUNSELOR		11338	43,924	1	0	0	0	0	0	0	6,055	1	0	0	0	0	6,055	49,979	6,055	13.8%
HUMAN RESOURCES ANALYST		11191	81,912	1	0	0	0	0	0	0	0	0	0	0	0	0	0	81,912	0	0.0%
HUMAN RESOURCES SPECIALIST		11353	42,576	2	0	0	676	2	0	0	14,727	2	0	0	0	0	15,403	50,277	7,701	18.1%
INFLOW & INFILTRATE TECHNICIAN		10125	42,406	3	0	0	0	0	0	0	6,132	3	0	0	0	0	6,132	44,450	2,044	4.8%
INTAKE WORKER		INWKR	27,653	1	0	0	0	0	0	0	0	0	0	0	0	0	0	27,653	0	0.0%
INTAKE WORKER		11378	27,650	3	0	0	4,187	3	0	0	2,494	3	0	0	0	0	6,681	29,877	2,227	8.1%
JOURNEYMAN ELECTRICIAN		1102	56,186	5	0	0	0	0	0	0	4,162	2	0	0	0	0	4,162	57,018	832	1.5%
LEAD INTAKE WORKER		11379	29,864	1	0	0	2,159	1	0	0	917	1	0	0	0	0	3,075	32,939	3,075	10.3%
LEAD INTAKE WORKER		LINWK	29,864	1	0	0	0	0	0	0	0	0	0	0	0	0	0	29,864	0	0.0%
LEAD SURVEY TECH		11291	71,963	1	0	0	0	0	0	0	0	0	0	0	0	0	0	71,963	0	0.0%
LEGAL ASSISTANT		11203	55,118	1	0	0	0	0	0	0	0	0	0	0	0	0	0	55,118	0	0.0%
LEGISLATIVE ASSISTANT		11198	42,235	1	0	0	679	1	0	0	1,952	1	0	0	0	0	2,631	44,866	2,631	6.2%
LEGISLATIVE CLERK		802	42,235	1	0	0	679	1	0	0	2,806	1	0	0	0	0	3,485	45,720	3,485	8.3%
MAINTENANCE TECHNICIAN		11217	32,239	1	0	0	1,385	1	0	0	1,055	1	0	0	0	0	2,440	34,679	2,440	7.6%
MANAGER OF HUMAN RESOURCES		11210	79,620	1	0	0	0	0	0	0	9,442	1	0	0	0	0	9,442	89,062	9,442	11.9%
MANAGER OF MARKETING		11271	50,178	1	0	0	0	0	0	0	2,086	1	0	0	0	0	2,086	52,264	2,086	4.2%
MANAGER OF SURVEYING & MAPPING		11248	103,972	1	0	0	0	0	0	0	10,673	1	0	0	0	0	10,673	114,645	10,673	10.3%
MANAGER OF TRAFFIC ENGINEERING		11249	93,206	1	0	0	0	0	0	0	0	0	0	0	0	0	0	93,206	0	0.0%
MANAGER OF WEINBERG CENTER		10176	95,933	1	0	0	0	0	0	0	0	0	0	0	0	0	0	95,933	0	0.0%
MEDICAL ASSISTANT		11313	30,481	1	0	0	17	1	0	0	1,433	1	0	0	0	0	1,450	31,931	1,450	4.8%
NETWORK SYSTEMS ADMINISTRATOR		8802	68,369	3	0	0	1,250	1	0	0	23,622	3	0	0	0	0	24,872	76,659	8,291	12.1%
NURSE PRACT/PHYSICIAN ASST		11355	92,689	1	0	0	0	0	0	0	0	0	0	0	0	0	0	92,689	0	0.0%
OFFICE MANAGER I		9900	44,934	5	0	0	2,843	3	0	0	26,007	5	0	0	0	0	28,850	50,704	5,770	12.8%
OFFICE MANAGER II		11290	63,864	2	0	0	0	0	0	0	0	0	0	0	0	0	0	63,864	0	0.0%
OPERATIONS SUPPORT SUPERVISOR		11358	78,880	1	0	0	0	0	0	0	0	0	0	0	0	0	0	78,880	0	0.0%
OUTREACH WORKER		303	28,361	7	0	0	4,795	7	0	0	7,507	5	0	0	0	0	12,302	30,118	1,757	6.2%
PARKING ASSOCIATE		511	27,709	6	0	0	0	0	0	0	3,104	3	0	0	0	0	3,104	28,227	517	1.9%
PARKING ENFORCEMENT MONITOR		11322	14,201	6	0	0	24	4	0	0	961	2	0	0	0	0	985	14,365	164	1.2%
PARKING METER TECHNICIAN		10178	44,441	2	0	0	0	0	0	0	0	0	0	0	0	0	0	44,441	0	0.0%
PARKING SUPERINTENDENT		11202	88,461	1	0	0	0	0	0	0	8,093	1	0	0	0	0	8,093	96,554	8,093	9.1%
PARKS MAINTENANCE WORKER		11285	30,665	5	0	0	13	1	0	0	6,204	5	0	0	0	0	6,216	31,908	1,243	4.1%
PARKS SUPERINTENDENT		11243	60,778	1	0	0	0	0	0	0	0	0	0	0	0	0	0	60,778	0	0.0%
PAYROLL ADMINISTRATOR		10158	53,003	1	0	0	0	0	0	0	1,117	1	0	0	0	0	1,117	54,120	1,117	2.1%
PERMITS COORDINATOR		11366	48,315	2	0	0	0	0	0	0	6,681	2	0	0	0	0	6,681	51,655	3,341	6.9%
PERMITS TECHNICIAN		11237	42,341	2	0	0	189	1	0	0	10,458	2	0	0	0	0	10,647	47,665	5,324	12.6%

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Implementation Cost By Proposed Classification

City of Frederick

Proposed Pay Plan Unified

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Proposed Pay Plan	Unified																			
PLANNER II		1304	59,873	7	0	0	89	2	0	0	27,620	6	0	0	0	0	27,709	63,831	3,958	6.6%
PLANS REVIEWER		11359	51,171	1	0	0	0	0	0	0	0	0	0	0	0	0	0	51,171	0	0.0%
PLANT AND PUMP STATION MECHANIC		11215	34,870	1	0	0	435	1	0	0	3,252	1	0	0	0	0	3,687	38,557	3,687	10.6%
PLUMBING INSPECTOR		1306	48,248	1	0	0	0	0	0	0	0	0	0	0	0	0	0	48,248	0	0.0%
PROCUREMENT SPECIALIST		11262	42,032	2	0	0	1,261	1	0	0	3,326	1	0	0	0	0	4,587	44,326	2,294	5.5%
PROJECT ENGINEER-LAND DEVELOPME		11284	64,551	1	0	0	2,022	1	0	0	11,817	1	0	0	0	0	13,839	78,390	13,839	21.4%
PROJECT INSPECTOR		1433	55,135	3	0	0	0	0	0	0	1,836	2	0	0	0	0	1,836	55,747	612	1.1%
PROJECT MANAGER-HYDRO/HYDRAULI		11289	69,715	1	0	0	0	0	0	0	8,483	1	0	0	0	0	8,483	78,198	8,483	12.2%
PROJECT MANAGER-UTILITIES		11272	73,624	1	0	0	0	0	0	0	6,755	1	0	0	0	0	6,755	80,379	6,755	9.2%
PUBLIC INFORMATION COORDINATOR		11348	74,421	1	0	0	0	0	0	0	0	0	0	0	0	0	0	74,421	0	0.0%
PUBLIC WORKS FOREMAN		1207	55,079	7	0	0	1,135	1	0	0	8,746	2	0	0	0	0	9,881	56,491	1,412	2.6%
PURCHASING MANAGER		11264	78,832	1	0	0	0	0	0	0	17,482	1	0	0	0	0	17,482	96,314	17,482	22.2%
PURCHASING SUPERVISOR		11365	73,043	1	0	0	0	0	0	0	0	0	0	0	0	0	0	73,043	0	0.0%
RECORDS SPECIALIST		402	43,229	4	0	0	0	0	0	0	6,649	4	0	0	0	0	6,649	44,891	1,662	3.8%
RECREATION SUPERVISOR		708	66,783	3	0	0	5,508	1	0	0	14,939	3	0	0	0	0	20,447	73,599	6,816	10.2%
REFUSE COLLECTOR		403	36,416	10	0	0	12,114	5	0	0	36,522	9	0	0	0	0	48,636	41,280	4,864	13.4%
SAFE STREETS COORDINATOR		11361	49,262	1	0	0	416	1	0	0	2,928	1	0	0	0	0	3,344	52,606	3,344	6.8%
SAFETY & LOSS CONTROL MANAGER		1609	59,681	1	0	0	6,892	1	0	0	0	0	0	0	0	0	6,892	66,573	6,892	11.5%
SAFETY ASSISTANT		11221	44,001	1	0	0	0	0	0	0	5,589	1	0	0	0	0	5,589	49,590	5,589	12.7%
SECURITY GUARD		102	17,438	16	0	0	7,264	10	0	0	12,326	12	0	0	0	0	19,591	18,662	1,224	7.0%
SENIOR ACCOUNTING CLERK		4577	45,681	1	0	0	0	0	0	0	201	1	0	0	0	0	201	45,882	201	0.4%
SENIOR AUTO MECHANIC		1008	42,360	3	0	0	0	0	0	0	2,883	1	0	0	0	0	2,883	43,321	961	2.3%
SENIOR BUILDING INSPECTOR		1305	70,838	1	0	0	0	0	0	0	0	0	0	0	0	0	0	70,838	0	0.0%
SENIOR ELECTRICAL INSPECTOR		1604	75,838	1	0	0	0	0	0	0	0	0	0	0	0	0	0	75,838	0	0.0%
SENIOR ELECTRICIAN		1001	40,562	4	0	0	2,623	2	0	0	5,472	2	0	0	0	0	8,095	42,585	2,024	5.0%
SENIOR ENGINEERING TECHNICIAN		11281	43,862	1	0	0	1,197	1	0	0	0	0	0	0	0	0	1,197	45,059	1,197	2.7%
SENIOR HORTICULTURALIST		1021	45,242	1	0	0	0	0	0	0	1,056	1	0	0	0	0	1,056	46,298	1,056	2.3%
SENIOR MAPPING TECHNICIAN		11280	57,321	1	0	0	0	0	0	0	0	0	0	0	0	0	0	57,321	0	0.0%
SENIOR PLANS REVIEWER		1900	59,775	1	0	0	0	0	0	0	0	0	0	0	0	0	0	59,775	0	0.0%
SENIOR PLUMBING INSPECTOR		1610	54,822	1	0	0	0	0	0	0	0	0	0	0	0	0	0	54,822	0	0.0%
SENIOR PROJECT INSPECTOR		11223	78,133	1	0	0	0	0	0	0	0	0	0	0	0	0	0	78,133	0	0.0%
SENIOR RECORDS SPECIALIST		11328	40,610	1	0	0	260	1	0	0	0	0	0	0	0	0	260	40,870	260	0.6%
SENIOR SIGN TECHNICIAN		11367	59,526	1	0	0	0	0	0	0	0	0	0	0	0	0	0	59,526	0	0.0%
SENIOR SITE INSPECTOR		11213	73,029	1	0	0	0	0	0	0	0	0	0	0	0	0	0	73,029	0	0.0%
SENIOR SURVEY TECHNICIAN		1313	53,127	2	0	0	0	0	0	0	3,443	2	0	0	0	0	3,443	54,849	1,722	3.2%
SENIOR TRAFFIC ENGINEERING TECH		11208	65,586	1	0	0	0	0	0	0	0	0	0	0	0	0	0	65,586	0	0.0%
SHELTER ASSISTANT		11341	30,507	1	0	0	0	0	0	0	2,752	1	0	0	0	0	2,752	33,259	2,752	9.0%
SKILLED TRADES WORKER		10111	45,750	10	0	0	1,312	1	0	0	15,618	7	0	0	0	0	16,930	47,443	1,693	3.7%
SMALL ENGINE MECHANIC		11197	40,860	1	0	0	0	0	0	0	2,167	1	0	0	0	0	2,167	43,027	2,167	5.3%

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Proposed Pay Plan Unified																				
	SPECIAL VEHICLE COORDINATOR	11228	18,806	1	0	0	656	1	0	0	0	0	0	0	0	0	656	19,462	656	3.5%
	SPORTS TURF CREWLEADER	11244	60,212	1	0	0	0	0	0	0	0	0	0	0	0	0	0	60,212	0	0.0%
	STORM WATER MGMT COORDINATOR	5522	69,100	1	0	0	0	0	0	0	0	0	0	0	0	0	0	69,100	0	0.0%
	SUPERINTENDENT OF LIGHT/SIGNAL	2005	78,308	1	0	0	0	0	0	0	0	0	0	0	0	0	0	78,308	0	0.0%
	SUPERINTENDENT OF SANITATION	1503	59,762	1	0	0	6,811	1	0	0	4,908	1	0	0	0	0	11,719	71,481	11,719	19.6%
	SUPERINTENDENT OF SEWER MAINTEN	2022	81,328	1	0	0	0	0	0	0	978	1	0	0	0	0	978	82,306	978	1.2%
	SUPERINTENDENT OF STREET MAINTEN	11257	77,432	1	0	0	0	0	0	0	1,941	1	0	0	0	0	1,941	79,373	1,941	2.5%
	SUPERINTENDENT OF W/S FAC MTNC	11258	89,679	1	0	0	0	0	0	0	0	0	0	0	0	0	0	89,679	0	0.0%
	SUPERINTENDENT OF WASTEWATER	2003	87,954	1	0	0	0	0	0	0	0	0	0	0	0	0	0	87,954	0	0.0%
	SUPERINTENDENT OF WATER SERVICE	2002	68,597	1	0	0	0	0	0	0	1,324	1	0	0	0	0	1,324	69,921	1,324	1.9%
	SUPERINTENDENT OF WATER TREATME	2006	78,196	1	0	0	0	0	0	0	7,785	1	0	0	0	0	7,785	85,981	7,785	10.0%
	SUPERVISOR- COMMUNICATIONS DIV	11329	71,067	1	0	0	0	0	0	0	0	0	0	0	0	0	0	71,067	0	0.0%
	SUPERVISOR OF BUILDING MAINTENAN	1555	77,392	1	0	0	0	0	0	0	39	1	0	0	0	0	39	77,431	39	0.1%
	SUPERVISOR OF LIGHTS & TRAFFIC CO	11226	65,665	1	0	0	0	0	0	0	0	0	0	0	0	0	0	65,665	0	0.0%
	SUPERVISOR OF RECORDS	11327	65,499	1	0	0	0	0	0	0	0	0	0	0	0	0	0	65,499	0	0.0%
	SUPERVISOR OF WATER QUALITY	1601	88,462	1	0	0	0	0	0	0	8,092	1	0	0	0	0	8,092	96,554	8,092	9.1%
	SUSTAINABILITY MANAGER	11372	64,455	1	0	0	0	0	0	0	879	1	0	0	0	0	879	65,334	879	1.4%
	TECHNICAL MANAGER WEINBERG	1012	60,644	1	0	0	0	0	0	0	12,595	1	0	0	0	0	12,595	73,239	12,595	20.8%
	TECHNOLOGY MANAGER	11350	84,963	1	0	0	0	0	0	0	5,657	1	0	0	0	0	5,657	90,620	5,657	6.7%
	TRAFFIC MAINTENANCE WORKER	10131	29,331	2	0	0	0	0	0	0	46	1	0	0	0	0	46	29,354	23	0.1%
	TRAFFIC SIGN TECHNICIAN	11277	41,557	2	0	0	0	0	0	0	2,960	1	0	0	0	0	2,960	43,037	1,480	3.6%
	TREE TRIMMER	10129	34,904	1	0	0	401	1	0	0	12,951	1	0	0	0	0	13,352	48,256	13,352	38.3%
	TREE TRIMMER - SENIOR	10130	54,271	1	0	0	0	0	0	0	0	0	0	0	0	0	0	54,271	0	0.0%
	UTILITIES ENGINEERING ASSOCIATE	11292	74,900	1	0	0	0	0	0	0	0	0	0	0	0	0	0	74,900	0	0.0%
	UTILITY MAINTENANCE TECHNICIAN I	299	32,884	2	0	0	8,373	2	0	0	1,708	1	0	0	0	0	10,081	37,925	5,041	15.3%
	UTILITY MAINTENANCE TECHNICIAN II	10119	36,939	2	0	0	3,971	2	0	0	8,473	2	0	0	0	0	12,444	43,160	6,222	16.8%
	UTILITY MAINTENANCE TECHNICIAN III	10121	44,548	13	0	0	23,947	9	0	0	41,060	11	0	0	0	0	65,007	49,549	5,001	11.2%
	UTILITY MAINTENANCE TECHNICIAN IV	555	57,713	2	0	0	0	0	0	0	5,607	2	0	0	0	0	5,607	60,517	2,804	4.9%
	VEHICLE & MAINTENANCE SUPERVISOR	1507	73,043	1	0	0	0	0	0	0	0	0	0	0	0	0	0	73,043	0	0.0%
	VICTIM SERVICES ADVOCATE	10104	37,613	1	0	0	5,301	1	0	0	0	0	0	0	0	0	5,301	42,914	5,301	14.1%
	VICTIM SERVICES SUPERVISOR	11308	51,279	1	0	0	883	1	0	0	13,501	1	0	0	0	0	14,384	65,663	14,384	28.1%
	WAREHOUSE COORDINATOR	717	34,822	2	0	0	4,497	2	0	0	959	1	0	0	0	0	5,456	37,550	2,728	7.8%
	WASTEWATER PRETREATMENT COORD	11304	57,561	1	0	0	0	0	0	0	3,144	1	0	0	0	0	3,144	60,705	3,144	5.5%
	WASTEWATER TREATMENT OPERATOR	1203	37,488	11	0	0	40,379	9	0	0	4,333	4	0	0	0	0	44,712	41,552	4,065	10.8%
	WATER BILLING COORDINATOR	811	55,774	1	0	0	0	0	0	0	0	0	0	0	0	0	0	55,774	0	0.0%
	WATER METER TECHNICIAN	11201	49,341	2	0	0	0	0	0	0	4,741	1	0	0	0	0	4,741	51,711	2,370	4.8%
	WATER QUALITY ANALYST	909	42,710	1	0	0	0	0	0	0	1,516	1	0	0	0	0	1,516	44,226	1,516	3.5%
	WATER QUALITY LAB COORDINATOR	11326	59,080	1	0	0	0	0	0	0	0	0	0	0	0	0	0	59,080	0	0.0%
	WATER TREATMENT OPERATOR I	110	28,020	3	0	0	3,078	3	0	0	1,247	1	0	0	0	0	4,325	29,461	1,442	5.1%

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Implementation Cost By Proposed Classification

City of Frederick

Proposed Pay Plan Unified

Proposed	Class		Orig Avg	Adjustment Amounts and # of Employees Receiving Adjustments														Prop Avg	Avg \$ Inc	%
	Title	Code		# EES	Flat %	#	Min	#	Mkt	#	Max	#	Step	#	Merit	#	Total Adjust			
Proposed Pay Plan Unified																				
	WATER TREATMENT OPERATOR II	333	36,758	2	0	0	857	1	0	0	2,731	2	0	0	0	0	3,588	38,551	1,794	4.9%
	WATER TREATMENT OPERATOR IV	1202	47,665	12	0	0	1,041	4	0	0	11,069	5	0	0	0	0	12,110	48,674	1,009	2.1%
	WEATHERIZATION AUDITOR	11323	34,822	1	0	0	6,048	1	0	0	5,277	1	0	0	0	0	11,325	46,147	11,325	32.5%
	WEATHERIZATION MANAGER	11368	43,936	1	0	0	0	0	0	0	995	1	0	0	0	0	995	44,931	995	2.3%
	WEATHERIZATION TECHNICIAN	307	28,756	1	0	0	290	1	0	0	3,154	1	0	0	0	0	3,443	32,199	3,443	12.0%

Implementation Cost By Proposed Classification City of Frederick

Summary for City of Frederick

Current Payroll	\$21,332,882	# Employees	445
Flat 0% Adjustment	\$0		
Adjustment To Minimum	\$301,673	# Adjusted To Minimum	156
Adjustment To Market	\$0	# Adjusted To Market	0
Adjustment To Maximum	\$1,006,417	# Adjusted To Maximum	268
Adjustment To Step	\$0	# Adjusted To Step	0
Merit Adjustment	\$0	# Merit Adjustments	0
Stipends / Supplements	\$0	# Stipends / Supplements	0
 Total Applied Adjustments	 \$1,308,090		
Proposed Payroll	\$22,640,972		

Proposed Class List By Title

City of Frederick

Proposed Class Title	Code	Pay Plan	Grade	Min		Max	#
A							
ACCOUNTANT	10179	Unified	119	\$52,162	\$67,811	\$83,407	<u>2</u>
ACCOUNTING CLERK	602	Unified	111	\$35,305	\$45,897	\$56,453	<u>3</u>
ACCOUNTING CLERK COORDINATOR	601	Unified	115	\$42,914	\$55,788	\$68,619	<u>1</u>
ACCOUNTING MANAGER	1200	Unified	124	\$66,573	\$86,545	\$106,451	<u>1</u>
ADMINISTRATIVE ASSISTANT I	512	Unified	112	\$37,071	\$48,192	\$59,276	<u>4</u>
ADMINISTRATIVE ASSISTANT II	905	Unified	114	\$40,870	\$53,131	\$65,352	<u>12</u>
AIRPORT MANAGER	1602	Unified	126	\$73,397	\$95,416	\$117,362	<u>1</u>
ARBORIST	704	Unified	116	\$45,059	\$58,577	\$72,050	<u>1</u>
ASSISTANT AIRPORT MANAGER	10107	Unified	120	\$54,770	\$71,201	\$87,577	<u>2</u>
ASSISTANT CITY ATTORNEY	11233	Unified	127	\$77,067	\$100,187	\$123,230	<u>2</u>
ASSISTANT DIRECTOR OF THE COMMUNITY ACTION AGENCY	11343	Unified	120	\$54,770	\$71,201	\$87,577	<u>1</u>
ASSISTANT GOLF COURSE SUPERINTENDENT	11321	Unified	115	\$42,914	\$55,788	\$68,619	<u>1</u>
ASSISTANT MANAGER - CODE ENFORCEMENT	113071	Unified	120	\$54,770	\$71,201	\$87,577	<u>1</u>
ASSISTANT SUPERINTENDENT	11254	Unified	120	\$54,770	\$71,201	\$87,577	<u>2</u>
ASST COMMUNICATIONS DIVISION SUPERVISOR	9909	Unified	116	\$45,059	\$58,577	\$72,050	<u>1</u>
ASST DEPUTY DIR OF OPERATIONS	11220	Unified	125	\$69,902	\$90,873	\$111,773	<u>1</u>
AUTO MECHANIC	10116	Unified	111	\$35,305	\$45,897	\$56,453	<u>3</u>
AUTOMATED ENFORCEMENT COORDINATOR	11369	Unified	114	\$40,870	\$53,131	\$65,352	<u>1</u>
B							
BACKGROUND INVESTIGATOR	11374	Unified	118	\$49,678	\$64,581	\$79,435	<u>1</u>
BENEFITS ADMINISTRATOR	11352	Unified	119	\$52,162	\$67,811	\$83,407	<u>1</u>
BOX OFFICE MANAGER - WEINBERG CENTER	404	Unified	116	\$45,059	\$58,577	\$72,050	<u>1</u>
BUILDING DIVISION MANAGER	11356	Unified	125	\$69,902	\$90,873	\$111,773	<u>1</u>
BUILDING INSPECTOR	11371	Unified	116	\$45,059	\$58,577	\$72,050	<u>1</u>
BUSINESS DEVELOPMENT SPECIALIST	10109	Unified	123	\$63,403	\$82,424	\$101,382	<u>1</u>
C							
CASE MANAGER	714	Unified	115	\$42,914	\$55,788	\$68,619	<u>5</u>
CDBG ADMINISTRATOR	11354	Unified	121	\$57,509	\$74,761	\$91,956	<u>1</u>
CHIEF OF POLICE	11209	Unified	133	\$103,277	\$134,260	\$165,140	<u>1</u>
CITY ATTORNEY	11227	Unified	133	\$103,277	\$134,260	\$165,140	<u>1</u>
CLERICAL ASSISTANT	11380-	Unified	107	\$29,046	\$37,759	\$46,444	<u>0</u>
CODE ENFORCEMENT INSPECTOR	1312	Unified	116	\$45,059	\$58,577	\$72,050	<u>5</u>
COMMUNICATIONS CLERK	305	Unified	111	\$35,305	\$45,897	\$56,453	<u>9</u>
COMMUNITY OUTREACH COORDINATOR	11318	Unified	116	\$45,059	\$58,577	\$72,050	<u>1</u>
CREW LEADER	11176	Unified	114	\$40,870	\$53,131	\$65,352	<u>3</u>
CRIME ANALYST	1212	Unified	118	\$49,678	\$64,581	\$79,435	<u>2</u>
CRIME SCENE SUPERVISOR	1013	Unified	118	\$49,678	\$64,581	\$79,435	<u>1</u>
CRIME SCENE TECHNICIAN	707	Unified	115	\$42,914	\$55,788	\$68,619	<u>2</u>
CUSTODIAN	106	Unified	106	\$27,663	\$35,961	\$44,232	<u>8</u>
D							
DEPUTY DIRECTOR FOR ENGINEERING	11229	Unified	129	\$84,966	\$110,456	\$135,861	<u>1</u>
DEPUTY DIRECTOR FOR OPERATIONS	11236	Unified	129	\$84,966	\$110,456	\$135,861	<u>1</u>
DEPUTY DIRECTOR FOR PARKS AND RECREATION	11230	Unified	129	\$84,966	\$110,456	\$135,861	<u>1</u>
DEPUTY DIRECTOR FOR PLANNING	11232	Unified	129	\$84,966	\$110,456	\$135,861	<u>1</u>
DEVELOPMENT SUPERVISOR	11300	Unified	120	\$54,770	\$71,201	\$87,577	<u>1</u>
DIGITAL IMAGING TECHNICIAN	11364	Unified	114	\$40,870	\$53,131	\$65,352	<u>1</u>
DIGITAL MEDIA PRODUCER	11310	Unified	117	\$47,312	\$61,506	\$75,653	<u>1</u>
DIRECTOR OF BUDGET & PURCHASNG	2104	Unified	133	\$103,277	\$134,260	\$165,140	<u>1</u>

Proposed Class List By Title

City of Frederick

Proposed Class Title	Code	Pay Plan	Grade	Min		Max	#
DIRECTOR OF ECONOMIC DEVELOPMENT	4900	Unified	130	\$89,215	\$115,979	\$142,654	<u>1</u>
DIRECTOR OF FINANCE	11199	Unified	133	\$103,277	\$134,260	\$165,140	<u>1</u>
DIRECTOR OF HUMAN RESOURCES	3399	Unified	133	\$103,277	\$134,260	\$165,140	<u>1</u>
DIRECTOR OF PUBLIC WORKS	2901	Unified	133	\$103,277	\$134,260	\$165,140	<u>1</u>
DIRECTOR OF THE COMMUNITY ACTION AGENCY	11231	Unified	130	\$89,215	\$115,979	\$142,654	<u>1</u>
DISPATCHER	805	Unified	113	\$38,924	\$50,601	\$62,240	<u>16</u>
DIVISION MANAGER CODE ENFORCEMENT	1403	Unified	123	\$63,403	\$82,424	\$101,382	<u>1</u>
DIVISION MANAGER COMPREHENSIVE PLANNING	10000	Unified	125	\$69,902	\$90,873	\$111,773	<u>1</u>
DIVISION MANAGER CURRENT PLANNING	1901	Unified	125	\$69,902	\$90,873	\$111,773	<u>1</u>

E

ECONOMIC DEVELOPMENT MANAGER	11373	Unified	125	\$69,902	\$90,873	\$111,773	<u>1</u>
ELECTRICAL INSPECTOR	1302	Unified	116	\$45,059	\$58,577	\$72,050	<u>1</u>
ELECTRICIAN	310	Unified	111	\$35,305	\$45,897	\$56,453	<u>3</u>
EQUIPMENT OPERATOR CREW LEADER	11315	Unified	115	\$42,914	\$55,788	\$68,619	<u>2</u>
EQUIPMENT OPERATOR I	11288	Unified	108	\$30,498	\$39,647	\$48,766	<u>3</u>
EQUIPMENT OPERATOR II	10126	Unified	111	\$35,305	\$45,897	\$56,453	<u>25</u>
EQUIPMENT OPERATOR III	10185	Unified	113	\$38,924	\$50,601	\$62,240	<u>5</u>
EVENTS COORDINATOR	11195	Unified	118	\$49,678	\$64,581	\$79,435	<u>1</u>
EVIDENCE AND PROPERTY CUSTODIAN	407	Unified	113	\$38,924	\$50,601	\$62,240	<u>2</u>
EXECUTIVE ASSISTANT OF ADMINISTRATION	907	Unified	126	\$73,397	\$95,416	\$117,362	<u>1</u>
EXECUTIVE ASSISTANT TO THE MAYOR	906	Unified	123	\$63,403	\$82,424	\$101,382	<u>1</u>

F

FACILITIES ADMINISTRATOR	11200	Unified	119	\$52,162	\$67,811	\$83,407	<u>1</u>
FALSE ALARM REDUCTION MONITOR	11279	Unified	114	\$40,870	\$53,131	\$65,352	<u>1</u>
FCAA PROGRAM COORDINATOR	11334	Unified	118	\$49,678	\$64,581	\$79,435	<u>5</u>
FIRE PROTECTION ENGINEER	888	Unified	119	\$52,162	\$67,811	\$83,407	<u>1</u>
FIRE SYSTEMS INSPECTOR	889	Unified	116	\$45,059	\$58,577	\$72,050	<u>1</u>
FISCAL AFFAIRS COORDINATOR	1803	Unified	121	\$57,509	\$74,761	\$91,956	<u>1</u>
FITNESS CENTER SUPERVISOR	11275	Unified	118	\$49,678	\$64,581	\$79,435	<u>1</u>
FLEET MAINTENANCE COORDINATOR	11370	Unified	115	\$42,914	\$55,788	\$68,619	<u>1</u>
FUNDRAISING COORDINATOR - WEINBERG CENTER	11360	Unified	115	\$42,914	\$55,788	\$68,619	<u>1</u>

G

GIS TECHNICIAN	11205	Unified	116	\$45,059	\$58,577	\$72,050	<u>2</u>
GOLF COURSE MECHANIC	10115	Unified	111	\$35,305	\$45,897	\$56,453	<u>1</u>
GOLF COURSE SUPERINTENDENT	11287	Unified	122	\$60,384	\$78,499	\$96,554	<u>1</u>
GOLF PRO ASSISTANT	551	Unified	116	\$45,059	\$58,577	\$72,050	<u>1</u>
GROUNDSKEEPER	406	Unified	110	\$33,624	\$43,711	\$53,765	<u>1</u>

H

HEAD GOLF PRO GENERAL MANAGER	11157	Unified	125	\$69,902	\$90,873	\$111,773	<u>1</u>
HELPDESK TECHNICIAN	11351	Unified	116	\$45,059	\$58,577	\$72,050	<u>1</u>
HORTICULTURALIST	11286	Unified	110	\$33,624	\$43,711	\$53,765	<u>1</u>
HOUSING COUNSELOR	11338	Unified	115	\$42,914	\$55,788	\$68,619	<u>1</u>
HUMAN RESOURCES ANALYST	11191	Unified	121	\$57,509	\$74,761	\$91,956	<u>1</u>
HUMAN RESOURCES SPECIALIST	11353	Unified	115	\$42,914	\$55,788	\$68,619	<u>2</u>

I

INFLOW & INFILTRATE TECHNICIAN	10125	Unified	113	\$38,924	\$50,601	\$62,240	<u>3</u>
INTAKE WORKER	11378	Unified	107	\$29,046	\$37,759	\$46,444	<u>3</u>

J

Proposed Class List By Title

City of Frederick

Proposed Class Title	Code	Pay Plan	Grade	Min		Max	#
JOURNEYMAN ELECTRICIAN	1102	Unified	115	\$42,914	\$55,788	\$68,619	<u>5</u>
L							
LEAD INTAKE WORKER	11379	Unified	109	\$32,023	\$41,630	\$51,205	<u>1</u>
LEAD SURVEY TECH	11291	Unified	118	\$49,678	\$64,581	\$79,435	<u>1</u>
LEGAL ASSISTANT	11203	Unified	115	\$42,914	\$55,788	\$68,619	<u>1</u>
LEGISLATIVE ASSISTANT	11198	Unified	115	\$42,914	\$55,788	\$68,619	<u>1</u>
LEGISLATIVE CLERK	802	Unified	115	\$42,914	\$55,788	\$68,619	<u>1</u>
M							
MAINTENANCE TECHNICIAN	11217	Unified	110	\$33,624	\$43,711	\$53,765	<u>1</u>
MANAGER OF HUMAN RESOURCES	11210	Unified	127	\$77,067	\$100,187	\$123,230	<u>1</u>
MANAGER OF MARKETING	11271	Unified	118	\$49,678	\$64,581	\$79,435	<u>1</u>
MANAGER OF SURVEYING & MAPPING	11248	Unified	126	\$73,397	\$95,416	\$117,362	<u>1</u>
MANAGER OF TRAFFIC ENGINEERING	11249	Unified	126	\$73,397	\$95,416	\$117,362	<u>1</u>
MANAGER OF WEINBERG CENTER	10176	Unified	124	\$66,573	\$86,545	\$106,451	<u>1</u>
MEDICAL ASSISTANT	11313	Unified	108	\$30,498	\$39,647	\$48,766	<u>1</u>
N							
NETWORK SYSTEMS ADMINISTRATOR	8802	Unified	123	\$63,403	\$82,424	\$101,382	<u>3</u>
NURSE PRACT/PHYSICIAN ASST	11355	Unified	125	\$69,902	\$90,873	\$111,773	<u>1</u>
O							
OFFICE MANAGER I	9900	Unified	116	\$45,059	\$58,577	\$72,050	<u>5</u>
OFFICE MANAGER II	11290	Unified	118	\$49,678	\$64,581	\$79,435	<u>2</u>
OPERATIONS SUPPORT SUPERVISOR	11358	Unified	120	\$54,770	\$71,201	\$87,577	<u>1</u>
OUTREACH WORKER	303	Unified	107	\$29,046	\$37,759	\$46,444	<u>7</u>
P							
PARKING ASSOCIATE	511	Unified	110	\$33,624	\$43,711	\$53,765	<u>6</u>
PARKING ENFORCEMENT MONITOR	11322	Unified	106	\$27,663	\$35,961	\$44,232	<u>6</u>
PARKING METER TECHNICIAN	10178	Unified	113	\$38,924	\$50,601	\$62,240	<u>2</u>
PARKING SUPERINTENDENT	11202	Unified	122	\$60,384	\$78,499	\$96,554	<u>1</u>
PARKS MAINTENANCE WORKER	11285	Unified	106	\$27,663	\$35,961	\$44,232	<u>5</u>
PARKS SUPERINTENDENT	11243	Unified	122	\$60,384	\$78,499	\$96,554	<u>1</u>
PAYROLL ADMINISTRATOR	10158	Unified	115	\$42,914	\$55,788	\$68,619	<u>1</u>
PERMITS COORDINATOR	11366	Unified	117	\$47,312	\$61,506	\$75,653	<u>2</u>
PERMITS TECHNICIAN	11237	Unified	114	\$40,870	\$53,131	\$65,352	<u>2</u>
PLANNER II	1304	Unified	121	\$57,509	\$74,761	\$91,956	<u>7</u>
PLANS REVIEWER	11359	Unified	118	\$49,678	\$64,581	\$79,435	<u>1</u>
PLANT AND PUMP STATION MECHANIC	11215	Unified	111	\$35,305	\$45,897	\$56,453	<u>1</u>
PLUMBING INSPECTOR	1306	Unified	116	\$45,059	\$58,577	\$72,050	<u>1</u>
PROCUREMENT SPECIALIST	11262	Unified	113	\$38,924	\$50,601	\$62,240	<u>2</u>
PROJECT ENGINEER-LAND DEVELOPMENT	11284	Unified	124	\$66,573	\$86,545	\$106,451	<u>1</u>
PROJECT INSPECTOR	1433	Unified	116	\$45,059	\$58,577	\$72,050	<u>3</u>
PROJECT MANAGER-HYDRO/HYDRAULIC	11289	Unified	124	\$66,573	\$86,545	\$106,451	<u>1</u>
PROJECT MANAGER-UTILITIES	11272	Unified	124	\$66,573	\$86,545	\$106,451	<u>1</u>
PUBLIC INFORMATION COORDINATOR	11348	Unified	121	\$57,509	\$74,761	\$91,956	<u>1</u>
PUBLIC WORKS FOREMAN	1207	Unified	116	\$45,059	\$58,577	\$72,050	<u>7</u>
PURCHASING MANAGER	11264	Unified	125	\$69,902	\$90,873	\$111,773	<u>1</u>
PURCHASING SUPERVISOR	11365	Unified	121	\$57,509	\$74,761	\$91,956	<u>1</u>
R							
RECORDS SPECIALIST	402	Unified	111	\$35,305	\$45,897	\$56,453	<u>4</u>

Proposed Class List By Title

City of Frederick

Proposed Class Title	Code	Pay Plan	Grade	Min		Max	#
RECREATION SUPERVISOR	708	Unified	120	\$54,770	\$71,201	\$87,577	<u>3</u>
REFUSE COLLECTOR	403	Unified	110	\$33,624	\$43,711	\$53,765	<u>10</u>
S							
SAFE STREETS COORDINATOR	11361	Unified	118	\$49,678	\$64,581	\$79,435	<u>1</u>
SAFETY & LOSS CONTROL MANAGER	1609	Unified	124	\$66,573	\$86,545	\$106,451	<u>1</u>
SAFETY ASSISTANT	11221	Unified	114	\$40,870	\$53,131	\$65,352	<u>1</u>
SECURITY GUARD	102	Unified	107	\$29,046	\$37,759	\$46,444	<u>16</u>
SENIOR ACCOUNTING CLERK	4577	Unified	113	\$38,924	\$50,601	\$62,240	<u>1</u>
SENIOR AUTO MECHANIC	1008	Unified	113	\$38,924	\$50,601	\$62,240	<u>3</u>
SENIOR BUILDING INSPECTOR	1305	Unified	120	\$54,770	\$71,201	\$87,577	<u>1</u>
SENIOR ELECTRICAL INSPECTOR	1604	Unified	119	\$52,162	\$67,811	\$83,407	<u>1</u>
SENIOR ELECTRICIAN	1001	Unified	113	\$38,924	\$50,601	\$62,240	<u>4</u>
SENIOR ENGINEERING TECHNICIAN	11281	Unified	116	\$45,059	\$58,577	\$72,050	<u>1</u>
SENIOR HORTICULTURALIST	1021	Unified	113	\$38,924	\$50,601	\$62,240	<u>1</u>
SENIOR MAPPING TECHNICIAN	11280	Unified	116	\$45,059	\$58,577	\$72,050	<u>1</u>
SENIOR PLANS REVIEWER	1900	Unified	120	\$54,770	\$71,201	\$87,577	<u>1</u>
SENIOR PLUMBING INSPECTOR	1610	Unified	119	\$52,162	\$67,811	\$83,407	<u>1</u>
SENIOR PROJECT INSPECTOR	11223	Unified	119	\$52,162	\$67,811	\$83,407	<u>1</u>
SENIOR RECORDS SPECIALIST	11328	Unified	114	\$40,870	\$53,131	\$65,352	<u>1</u>
SENIOR SIGN TECHNICIAN	11367	Unified	116	\$45,059	\$58,577	\$72,050	<u>1</u>
SENIOR SITE INSPECTOR	11213	Unified	119	\$52,162	\$67,811	\$83,407	<u>1</u>
SENIOR SURVEY TECHNICIAN	1313	Unified	116	\$45,059	\$58,577	\$72,050	<u>2</u>
SENIOR TRAFFIC ENGINEERING TECH	11208	Unified	116	\$45,059	\$58,577	\$72,050	<u>1</u>
SHELTER ASSISTANT	11341	Unified	106	\$27,663	\$35,961	\$44,232	<u>1</u>
SKILLED TRADES WORKER	10111	Unified	113	\$38,924	\$50,601	\$62,240	<u>10</u>
SMALL ENGINE MECHANIC	11197	Unified	111	\$35,305	\$45,897	\$56,453	<u>1</u>
SPECIAL VEHICLE COORDINATOR	11228	Unified	113	\$38,924	\$50,601	\$62,240	<u>1</u>
SPORTS TURF CREWLEADER	11244	Unified	113	\$38,924	\$50,601	\$62,240	<u>1</u>
STORM WATER MGMT COORDINATOR	5522	Unified	117	\$47,312	\$61,506	\$75,653	<u>1</u>
SUPERINTENDENT OF LIGHT/SIGNAL	2005	Unified	124	\$66,573	\$86,545	\$106,451	<u>1</u>
SUPERINTENDENT OF SANITATION	1503	Unified	124	\$66,573	\$86,545	\$106,451	<u>1</u>
SUPERINTENDENT OF SEWER MAINTENANCE	2022	Unified	124	\$66,573	\$86,545	\$106,451	<u>1</u>
SUPERINTENDENT OF STREET MAINTENANCE	11257	Unified	124	\$66,573	\$86,545	\$106,451	<u>1</u>
SUPERINTENDENT OF W/S FAC MTNC	11258	Unified	124	\$66,573	\$86,545	\$106,451	<u>1</u>
SUPERINTENDENT OF WASTEWATER	2003	Unified	124	\$66,573	\$86,545	\$106,451	<u>1</u>
SUPERINTENDENT OF WATER SERVICES	2002	Unified	124	\$66,573	\$86,545	\$106,451	<u>1</u>
SUPERINTENDENT OF WATER TREATMENT	2006	Unified	124	\$66,573	\$86,545	\$106,451	<u>1</u>
SUPERVISOR- COMMUNICATIONS DIV	11329	Unified	119	\$52,162	\$67,811	\$83,407	<u>1</u>
SUPERVISOR OF BUILDING MAINTENANCE	1555	Unified	120	\$54,770	\$71,201	\$87,577	<u>1</u>
SUPERVISOR OF LIGHTS & TRAFFIC CONTROL	11226	Unified	120	\$54,770	\$71,201	\$87,577	<u>1</u>
SUPERVISOR OF RECORDS	11327	Unified	120	\$54,770	\$71,201	\$87,577	<u>1</u>
SUPERVISOR OF WATER QUALITY	1601	Unified	122	\$60,384	\$78,499	\$96,554	<u>1</u>
SUSTAINABILITY MANAGER	11372	Unified	123	\$63,403	\$82,424	\$101,382	<u>1</u>
T							
TECHNICAL MANAGER WEINBERG	1012	Unified	121	\$57,509	\$74,761	\$91,956	<u>1</u>
TECHNOLOGY MANAGER	11350	Unified	128	\$80,920	\$105,196	\$129,392	<u>1</u>
TRAFFIC MAINTENANCE WORKER	10131	Unified	106	\$27,663	\$35,961	\$44,232	<u>2</u>
TRAFFIC SIGN TECHNICIAN	11277	Unified	113	\$38,924	\$50,601	\$62,240	<u>2</u>
TREE TRIMMER	10129	Unified	111	\$35,305	\$45,897	\$56,453	<u>1</u>
TREE TRIMMER - SENIOR	10130	Unified	113	\$38,924	\$50,601	\$62,240	<u>1</u>

Proposed Class List By Title

City of Frederick

Proposed Class Title	Code	Pay Plan	Grade	Min		Max	#
U							
UTILITIES ENGINEERING ASSOCIATE	11292	Unified	117	\$47,312	\$61,506	\$75,653	<u>1</u>
UTILITY MAINTENANCE TECHNICIAN I	299	Unified	112	\$37,071	\$48,192	\$59,276	<u>2</u>
UTILITY MAINTENANCE TECHNICIAN II	10119	Unified	113	\$38,924	\$50,601	\$62,240	<u>2</u>
UTILITY MAINTENANCE TECHNICIAN III	10121	Unified	115	\$42,914	\$55,788	\$68,619	<u>13</u>
UTILITY MAINTENANCE TECHNICIAN IV	555	Unified	117	\$47,312	\$61,506	\$75,653	<u>2</u>
V							
VEHICLE & MAINTENANCE SUPERVISOR	1507	Unified	121	\$57,509	\$74,761	\$91,956	<u>1</u>
VICTIM SERVICES ADVOCATE	10104	Unified	115	\$42,914	\$55,788	\$68,619	<u>1</u>
VICTIM SERVICES SUPERVISOR	11308	Unified	119	\$52,162	\$67,811	\$83,407	<u>1</u>
W							
WAREHOUSE COORDINATOR	717	Unified	112	\$37,071	\$48,192	\$59,276	<u>2</u>
WASTEWATER PRETREATMENT COORD	11304	Unified	119	\$52,162	\$67,811	\$83,407	<u>1</u>
WASTEWATER TREATMENT OPERATOR IV	1203	Unified	114	\$40,870	\$53,131	\$65,352	<u>11</u>
WATER BILLING COORDINATOR	811	Unified	115	\$42,914	\$55,788	\$68,619	<u>1</u>
WATER METER TECHNICIAN	11201	Unified	113	\$38,924	\$50,601	\$62,240	<u>2</u>
WATER QUALITY ANALYST	909	Unified	113	\$38,924	\$50,601	\$62,240	<u>1</u>
WATER QUALITY LAB COORDINATOR	11326	Unified	118	\$49,678	\$64,581	\$79,435	<u>1</u>
WATER TREATMENT OPERATOR I	110	Unified	107	\$29,046	\$37,759	\$46,444	<u>3</u>
WATER TREATMENT OPERATOR II	333	Unified	112	\$37,071	\$48,192	\$59,276	<u>2</u>
WATER TREATMENT OPERATOR IV	1202	Unified	114	\$40,870	\$53,131	\$65,352	<u>12</u>
WEATHERIZATION AUDITOR	11323	Unified	114	\$40,870	\$53,131	\$65,352	<u>1</u>
WEATHERIZATION MANAGER	11368	Unified	115	\$42,914	\$55,788	\$68,619	<u>1</u>
WEATHERIZATION TECHNICIAN	307	Unified	107	\$29,046	\$37,759	\$46,444	<u>1</u>

198 Job Classes

Pay Plans City of Frederick

	Code	Class Title	Ann Min	Ann Max	Hrly Min	Hrly Max		
Unified								
106			\$27,663	\$35,961	\$44,232	\$13.30	\$17.29	\$21.27
	106	CUSTODIAN						
	11322	PARKING ENFORCEMENT MONITOR						
	11285	PARKS MAINTENANCE WORKER						
	11341	SHELTER ASSISTANT						
	10131	TRAFFIC MAINTENANCE WORKER						
107			\$29,046	\$37,759	\$46,444	\$13.96	\$18.15	\$22.33
	11380-1	CLERICAL ASSISTANT						
	11378	INTAKE WORKER						
	303	OUTREACH WORKER						
	102	SECURITY GUARD						
	110	WATER TREATMENT OPERATOR I						
	307	WEATHERIZATION TECHNICIAN						
108			\$30,498	\$39,647	\$48,766	\$14.66	\$19.06	\$23.45
	11288	EQUIPMENT OPERATOR I						
	11313	MEDICAL ASSISTANT						
109			\$32,023	\$41,630	\$51,205	\$15.40	\$20.01	\$24.62
	11379	LEAD INTAKE WORKER						
110			\$33,624	\$43,711	\$53,765	\$16.17	\$21.02	\$25.85
	406	GROUNDSKEEPER						
	11286	HORTICULTURALIST						
	11217	MAINTENANCE TECHNICIAN						
	511	PARKING ASSOCIATE						
	403	REFUSE COLLECTOR						
111			\$35,305	\$45,897	\$56,453	\$16.97	\$22.07	\$27.14
	602	ACCOUNTING CLERK						
	10116	AUTO MECHANIC						
	305	COMMUNICATIONS CLERK						
	310	ELECTRICIAN						
	10126	EQUIPMENT OPERATOR II						
	10115	GOLF COURSE MECHANIC						
	11215	PLANT AND PUMP STATION MECHANIC						
	402	RECORDS SPECIALIST						
	11197	SMALL ENGINE MECHANIC						
	10129	TREE TRIMMER						
112			\$37,071	\$48,192	\$59,276	\$17.82	\$23.17	\$28.50
	512	ADMINISTRATIVE ASSISTANT I						
	299	UTILITY MAINTENANCE TECHNICIAN I						
	717	WAREHOUSE COORDINATOR						
	333	WATER TREATMENT OPERATOR II						
113			\$38,924	\$50,601	\$62,240	\$18.71	\$24.33	\$29.92
	805	DISPATCHER						
	10185	EQUIPMENT OPERATOR III						
	407	EVIDENCE AND PROPERTY CUSTODIAN						
	10125	INFLOW & INFILTRATE TECHNICIAN						
	10178	PARKING METER TECHNICIAN						
	11262	PROCUREMENT SPECIALIST						
	4577	SENIOR ACCOUNTING CLERK						
	1008	SENIOR AUTO MECHANIC						
	1001	SENIOR ELECTRICIAN						
	1021	SENIOR HORTICULTURALIST						

Pay Plans
City of Frederick

<i>Code</i>	<i>Class Title</i>	<i>Ann Min</i>	<i>Ann Max</i>	<i>Hrly Min</i>	<i>Hrly Max</i>
Unified					
113		\$38,924	\$50,601	\$62,240	\$18.71 \$24.33 \$29.92
10111	SKILLED TRADES WORKER				
11228	SPECIAL VEHICLE COORDINATOR				
11244	SPORTS TURF CREWLEADER				
11277	TRAFFIC SIGN TECHNICIAN				
10130	TREE TRIMMER - SENIOR				
10119	UTILITY MAINTENANCE TECHNICIAN II				
11201	WATER METER TECHNICIAN				
909	WATER QUALITY ANALYST				
114		\$40,870	\$53,131	\$65,352	\$19.65 \$25.54 \$31.42
905	ADMINISTRATIVE ASSISTANT II				
11369	AUTOMATED ENFORCEMENT COORDINATOR				
11176	CREW LEADER				
11364	DIGITAL IMAGING TECHNICIAN				
11279	FALSE ALARM REDUCTION MONITOR				
11237	PERMITS TECHNICIAN				
11221	SAFETY ASSISTANT				
11328	SENIOR RECORDS SPECIALIST				
1203	WASTEWATER TREATMENT OPERATOR IV				
1202	WATER TREATMENT OPERATOR IV				
11323	WEATHERIZATION AUDITOR				
115		\$42,914	\$55,788	\$68,619	\$20.63 \$26.82 \$32.99
601	ACCOUNTING CLERK COORDINATOR				
11321	ASSISTANT GOLF COURSE SUPERINTENDENT				
714	CASE MANAGER				
707	CRIME SCENE TECHNICIAN				
11315	EQUIPMENT OPERATOR CREW LEADER				
11370	FLEET MAINTENANCE COORDINATOR				
11360	FUNDRAISING COORDINATOR - WEINBERG CENTER				
11338	HOUSING COUNSELOR				
11353	HUMAN RESOURCES SPECIALIST				
1102	JOURNEYMAN ELECTRICIAN				
11203	LEGAL ASSISTANT				
11198	LEGISLATIVE ASSISTANT				
802	LEGISLATIVE CLERK				
10158	PAYROLL ADMINISTRATOR				
10121	UTILITY MAINTENANCE TECHNICIAN III				
10104	VICTIM SERVICES ADVOCATE				
811	WATER BILLING COORDINATOR				
11368	WEATHERIZATION MANAGER				
116		\$45,059	\$58,577	\$72,050	\$21.66 \$28.16 \$34.64
704	ARBORIST				
9909	ASST COMMUNICATIONS DIVISION SUPERVISOR				
404	BOX OFFICE MANAGER - WEINBERG CENTER				
11371	BUILDING INSPECTOR				
1312	CODE ENFORCEMENT INSPECTOR				
11318	COMMUNITY OUTREACH COORDINATOR				
1302	ELECTRICAL INSPECTOR				
889	FIRE SYSTEMS INSPECTOR				
11205	GIS TECHNICIAN				
551	GOLF PRO ASSISTANT				

Pay Plans City of Frederick

<i>Code</i>	<i>Class Title</i>	<i>Ann Min</i>	<i>Ann Max</i>	<i>Hrly Min</i>	<i>Hrly Max</i>
Unified					
116		\$45,059	\$58,577	\$72,050	\$21.66 \$28.16 \$34.64
11351	HELPDESK TECHNICIAN				
9900	OFFICE MANAGER I				
1306	PLUMBING INSPECTOR				
1433	PROJECT INSPECTOR				
1207	PUBLIC WORKS FOREMAN				
11281	SENIOR ENGINEERING TECHNICIAN				
11280	SENIOR MAPPING TECHNICIAN				
11367	SENIOR SIGN TECHNICIAN				
1313	SENIOR SURVEY TECHNICIAN				
11208	SENIOR TRAFFIC ENGINEERING TECH				
117		\$47,312	\$61,506	\$75,653	\$22.75 \$29.57 \$36.37
11310	DIGITAL MEDIA PRODUCER				
11366	PERMITS COORDINATOR				
5522	STORM WATER MGMT COORDINATOR				
11292	UTILITIES ENGINEERING ASSOCIATE				
555	UTILITY MAINTENANCE TECHNICIAN IV				
118		\$49,678	\$64,581	\$79,435	\$23.88 \$31.05 \$38.19
11374	BACKGROUND INVESTIGATOR				
1212	CRIME ANALYST				
1013	CRIME SCENE SUPERVISOR				
11195	EVENTS COORDINATOR				
11334	FCAA PROGRAM COORDINATOR				
11275	FITNESS CENTER SUPERVISOR				
11291	LEAD SURVEY TECH				
11271	MANAGER OF MARKETING				
11290	OFFICE MANAGER II				
11359	PLANS REVIEWER				
11361	SAFE STREETS COORDINATOR				
11326	WATER QUALITY LAB COORDINATOR				
119		\$52,162	\$67,811	\$83,407	\$25.08 \$32.60 \$40.10
10179	ACCOUNTANT				
11352	BENEFITS ADMINISTRATOR				
11200	FACILITIES ADMINISTRATOR				
888	FIRE PROTECTION ENGINEER				
1604	SENIOR ELECTRICAL INSPECTOR				
1610	SENIOR PLUMBING INSPECTOR				
11223	SENIOR PROJECT INSPECTOR				
11213	SENIOR SITE INSPECTOR				
11329	SUPERVISOR- COMMUNICATIONS DIV				
11308	VICTIM SERVICES SUPERVISOR				
11304	WASTEWATER PRETREATMENT COORD				
120		\$54,770	\$71,201	\$87,577	\$26.33 \$34.23 \$42.10
10107	ASSISTANT AIRPORT MANAGER				
11343	ASSISTANT DIRECTOR OF THE COMMUNITY ACTION AGENCY				
113071	ASSISTANT MANAGER - CODE ENFORCEMENT				
11254	ASSISTANT SUPERINTENDENT				
11300	DEVELOPMENT SUPERVISOR				
11358	OPERATIONS SUPPORT SUPERVISOR				
708	RECREATION SUPERVISOR				
1305	SENIOR BUILDING INSPECTOR				

Pay Plans City of Frederick

	Code	Class Title	Ann Min	Ann Max	Hrly Min	Hrly Max		
Unified								
120			\$54,770	\$71,201	\$87,577	\$26.33	\$34.23	\$42.10
	1900	SENIOR PLANS REVIEWER						
	1555	SUPERVISOR OF BUILDING MAINTENANCE						
	11226	SUPERVISOR OF LIGHTS & TRAFFIC CONTROL						
	11327	SUPERVISOR OF RECORDS						
121			\$57,509	\$74,761	\$91,956	\$27.65	\$35.94	\$44.21
	11354	CDBG ADMINISTRATOR						
	1803	FISCAL AFFAIRS COORDINATOR						
	11191	HUMAN RESOURCES ANALYST						
	1304	PLANNER II						
	11348	PUBLIC INFORMATION COORDINATOR						
	11365	PURCHASING SUPERVISOR						
	1012	TECHNICAL MANAGER WEINBERG						
	1507	VEHICLE & MAINTENANCE SUPERVISOR						
122			\$60,384	\$78,499	\$96,554	\$29.03	\$37.74	\$46.42
	11287	GOLF COURSE SUPERINTENDENT						
	11202	PARKING SUPERINTENDENT						
	11243	PARKS SUPERINTENDENT						
	1601	SUPERVISOR OF WATER QUALITY						
123			\$63,403	\$82,424	\$101,382	\$30.48	\$39.63	\$48.74
	10109	BUSINESS DEVELOPMENT SPECIALIST						
	1403	DIVISION MANAGER CODE ENFORCEMENT						
	906	EXECUTIVE ASSISTANT TO THE MAYOR						
	8802	NETWORK SYSTEMS ADMINISTRATOR						
	11372	SUSTAINABILITY MANAGER						
124			\$66,573	\$86,545	\$106,451	\$32.01	\$41.61	\$51.18
	1200	ACCOUNTING MANAGER						
	10176	MANAGER OF WEINBERG CENTER						
	11284	PROJECT ENGINEER-LAND DEVELOPMENT						
	11289	PROJECT MANAGER-HYDRO/HYDRAULIC						
	11272	PROJECT MANAGER-UTILITIES						
	1609	SAFETY & LOSS CONTROL MANAGER						
	2005	SUPERINTENDENT OF LIGHT/SIGNAL						
	1503	SUPERINTENDENT OF SANITATION						
	2022	SUPERINTENDENT OF SEWER MAINTENANCE						
	11257	SUPERINTENDENT OF STREET MAINTENANCE						
	11258	SUPERINTENDENT OF W/S FAC MTNC						
	2003	SUPERINTENDENT OF WASTEWATER						
	2002	SUPERINTENDENT OF WATER SERVICES						
	2006	SUPERINTENDENT OF WATER TREATMENT						
125			\$69,902	\$90,873	\$111,773	\$33.61	\$43.69	\$53.74
	11220	ASST DEPUTY DIR OF OPERATIONS						
	11356	BUILDING DIVISION MANAGER						
	10000	DIVISION MANAGER COMPREHENSIVE PLANNING						
	1901	DIVISION MANAGER CURRENT PLANNING						
	11373	ECONOMIC DEVELOPMENT MANAGER						
	11157	HEAD GOLF PRO GENERAL MANAGER						
	11355	NURSE PRACT/PHYSICIAN ASST						
	11264	PURCHASING MANAGER						
126			\$73,397	\$95,416	\$117,362	\$35.29	\$45.87	\$56.42
	1602	AIRPORT MANAGER						

Pay Plans
City of Frederick

<i>Code</i>	<i>Class Title</i>	<i>Ann Min</i>	<i>Ann Max</i>	<i>Hrly Min</i>	<i>Hrly Max</i>
Unified					
126		\$73,397	\$95,416	\$117,362	\$35.29 \$45.87 \$56.42
907	EXECUTIVE ASSISTANT OF ADMINISTRATION				
11248	MANAGER OF SURVEYING & MAPPING				
11249	MANAGER OF TRAFFIC ENGINEERING				
127		\$77,067	\$100,187	\$123,230	\$37.05 \$48.17 \$59.25
11233	ASSISTANT CITY ATTORNEY				
11210	MANAGER OF HUMAN RESOURCES				
128		\$80,920	\$105,196	\$129,392	\$38.90 \$50.58 \$62.21
11350	TECHNOLOGY MANAGER				
129		\$84,966	\$110,456	\$135,861	\$40.85 \$53.10 \$65.32
11229	DEPUTY DIRECTOR FOR ENGINEERING				
11236	DEPUTY DIRECTOR FOR OPERATIONS				
11230	DEPUTY DIRECTOR FOR PARKS AND RECREATION				
11232	DEPUTY DIRECTOR FOR PLANNING				
130		\$89,215	\$115,979	\$142,654	\$42.89 \$55.76 \$68.58
4900	DIRECTOR OF ECONOMIC DEVELOPMENT				
11231	DIRECTOR OF THE COMMUNITY ACTION AGENCY				
133		\$103,277	\$134,260	\$165,140	\$49.65 \$64.55 \$79.39
11209	CHIEF OF POLICE				
11227	CITY ATTORNEY				
2104	DIRECTOR OF BUDGET & PURCHASNG				
11199	DIRECTOR OF FINANCE				
3399	DIRECTOR OF HUMAN RESOURCES				
2901	DIRECTOR OF PUBLIC WORKS				

198 Active Proposed Classes in the Unified Pay Plan

Class Title: Administrative Assistant I
Class Code: A01

Revised: 7/27/2015

General Description

The purpose of this class within the organization is to perform a variety of administrative and clerical support tasks that include word processing, public contact, and related activities in support of the specific department assignment.

This class works under close supervision according to set procedures.

Duties and Responsibilities

The functions listed below are those that represent the majority of the time spent working in this class. Management may assign additional functions related to the type of work of the class as necessary.

Essential Functions:

Serves as initial contact for employees and the public that visit the Administrative Services office; assists with recruitment, pre-employment and risk management questions.

Administers the Workers Compensation Program by providing follow-up paperwork for claims to carrier, obtaining authorization, verifying workers compensation appointments for Specialist referrals when needed, and maintaining the panel of physicians.

Composes correspondence and memoranda, reports, forms, and other general and technical materials; processes a variety of documents and reports associated with departmental operations, distributes documents and maintains records as appropriate.

Administers the employee benefit programs; responds to inquiries from employees and the public.

Maintains office and personnel records, files, and data according to applicable rules and regulations, and prepares reports on same; updates personnel policy manual and processes; maintains retirement records, applications, and proclamations.



Additional Duties:

Assists employees with health insurance payment and coverage issues; facilitates verification of employment; assists employees with drafting various memoranda, filling out forms and applications.

Provides telephone coverage.

Assists candidates and current employees in the use of the online application, onboarding and performance evaluation systems.

Performs related work as assigned.

Responsibilities, Requirements and Impacts

Data Responsibility:

Data Responsibility refers to information, knowledge, and conceptions obtained by observation, investigation, interpretation, visualization, and mental creation. Data are intangible and include numbers, words, symbols, ideas, concepts, and oral verbalizations.

Collects, classifies or formats data or information in accordance with a prescribed schema or plan to facilitate the identification and extraction of useful information.

People Responsibility:

People include co-workers, workers in other areas or agencies and the general public.

Provides information, guidance or assistance to people that directly facilitate task accomplishment; gives instructions or assignments to helpers or assistants.

Asset Responsibility:

Assets responsibility refers to the responsibility for achieving economies or preventing loss within the organization.

Requires responsibility and opportunity for achieving moderate economies and/or preventing moderate losses through the management of a small division; handles supplies of high value or moderate amounts of money consistent with the operation of a small division.

Mathematical Requirements:

Mathematics requires the use of symbols, numbers and formulas to solve mathematical problems.

Uses basic algebra involving variables and formulas and/or basic geometry involving plane and solid figures, circumferences, areas and volumes and/or compute discounts and interest rates.



Client Name
Administrative Assistant I
Communications Requirements:

CLIENT LOGO

Communications involves the ability to read, write, and speak.

Reads journals, manuals and professional publications; speaks informally to groups of co-workers, staff in other organizational agencies, general public, people in other organizations and presents training; composes original reports, training and other written materials, using proper language, punctuation, grammar and style.

Judgment Requirements:

Judgment requirements refer to the frequency and complexity of judgments and decisions given the stability of the work environments, the nature and type of guidance, and the breadth of impact of the judgments and decisions.

Responsible for the actions of others, requiring development of procedures and constant decisions affecting subordinate workers, crime victims, patients, customers, clients or others in the general public; works in a very fluid environment with guidelines, but significant variation.

Complexity of Work:

Complexity addresses the analysis, initiative, ingenuity, concentration and creativity, required by the job and the presence of any unusual pressures present in the job.

Performs coordinating work involving guidelines and rules, with constant problem solving; requires continuous, close attention for accurate results or frequent exposure to unusual pressures.

Impact of Errors:

Impact of errors refers to consequences such as damage to equipment and property, loss of data, exposure of the organization to legal liability, and injury or death for individuals.

The impact of errors is moderately serious – affects work unit and may affect other units or citizens.

Physical Demands:

Physical demands refer to the requirements for physical exertion and coordination of limb and body movement.

Performs sedentary work that involves walking or standing some of the time, involves exerting up to 10 pounds of force on a regular and recurring basis, or sustained keyboard operations.



Equipment Usage:

Equipment usage involves responsibility for materials, machines, tools, equipment, work aids, and products.

Handles or uses machines, tools, equipment or work aids involving moderate latitude for judgment regarding attainment of a standard or in selecting appropriate items.

Unavoidable Hazards:

Unavoidable hazards refer to the job conditions that may lead to injury or health hazards even though precautions have been taken.

Involves routine and frequent exposure to bright/dim light; dusts and pollen.

Safety of Others:

*Safety of others refers to the level of responsibility for the safety of others, either inherent in the job or to ensure the safety of the general public. **(Does not include safety of subordinates).***

Requires some responsibility for safety and health of others.

Minimum Education and Experience Requirements:

Requires High School graduation or GED equivalent supplemented by specialized courses/training equivalent to completion of one year of college in Business, Office Support, or closely related area.

Requires one year full time secretarial, office support or closely related experience.

Special Certifications and Licenses:

None.

Americans with Disabilities Act Compliance

The CLIENT NAME is an Equal Opportunity Employer. ADA requires the CLIENT NAME to provide reasonable accommodations to qualified persons with disabilities. Prospective and current employees are encouraged to discuss ADA accommodations with management.



Reference Sheet

Please Complete and Return This Form with the Proposal

The Consultant shall furnish, with the RFP, the following information, for at least five (5) recent references to whom products and/or services have been provided that are similar to those required by this RFP. At least two (2) of the references must be a municipality.

REFERENCE #1:

Client/Company Name: Brownsville, Texas	
Contact Name: Josh Perez	Contact Title: Assistant HR Director
Phone: 956-548-6035	Email: josh.perez@cob.us
Date and Scope of Work Provided: Completed 2015 Comprehensive Classification and Compensation Study. Conducted orientation sessions, a comprehensive market survey, and 1,000 employees completed MAG's online Job Analysis Questionnaire. A report was issued and presented to City Council for implementation by staff. Class specifications were finalized and HR personnel were trained to utilize MAG's Classification Manager software.	

REFERENCE #2:

Client/Company Name: Lexington Fayette Urban Consolidated Government, Kentucky	
Contact Name: John Maxwell	Contact Title: Director of Human Resources
Phone: 859-258-3129	Email: jmaxwell@lexingtonky.gov
Date and Scope of Work Provided: Completed 2015 Comprehensive Classification and Compensation Study. Report was issued and presented to City Council. Study was approved and implemented by City staff. Provided follow up training to HR personnel in description writing.	

REFERENCE #3:

Client/Company Name: City of Deltona, Florida	
Contact Name: Cara Burgess	Contact Title: Human Resources Manager
Phone: 386-878-8753	Email: cburgess@deltonafl.gov
Date and Scope of Work Provided: Recently finalized 2016 Comprehensive Classification and Compensation Study. Conducted orientation sessions, a market survey, and employees completed MAG's online Job Analysis Questionnaire.	

REFERENCE #4:

Client/Company Name: North Miami Beach, Florida	
Contact Name: Yolanda Menegazzo	Contact Title: Human Resources Manager
Phone: 305-947-7581 ext 2062	Email: yolanda.menegazzo@citynmb.com
Date and Scope of Work Provided: Completed 2016 Comprehensive Salary Survey with 113 benchmark positions/classifications. Report was issued and presented to City Council. Study was approved then implemented by City staff.	

REFERENCE #5:

Client/Company Name: City of Frederick, Maryland	
Contact Name: Kathryn Nicolato	Contact Title: Human Resources Manager
Phone: 301-600-1892	Email: knicolato@cityoffrederick.com
Date and Scope of Work Provided: Completed a Comprehensive Classification and Compensation Study. Conducted orientation sessions, a market survey, and employees completed MAG's online Job Analysis Questionnaire. Recommendations from study were implemented in 2015.	

All proposals submitted to the City of Colleyville shall include this page with the submitted proposal.

Proposal Reference	#HR-2016-02
Project Title	Classification and Compensation Study
Submittal Deadline	3:00 P.M., Monday, December 5, 2016
Submit Hard Copies to	City of Colleyville Human Resources Department 100 Main Street Colleyville, Texas 76034

PROPOSER INFORMATION:

Legal Name	Management Advisory Group International, Inc.		
Address	13580 Groupe Dr, Suite 200		
City, State, Zip	Woodbridge, VA 22192		
Federal ID Number	88-0495510		
Phone Number	703-590-7250	Fax Number	703-590-0366
Email Address	don@maginc.org		
Central Masters Bidders List			
Prime Contractor HUB/MWBE registration			

PROPOSER AUTHORIZATION:

I, the undersigned, have the authority to execute this proposal in its entirety as submitted and enter into a contract on behalf of the proposer.	
Printed Name of Authorized Representative	Donald C. Long
Position of Authorized Representative	President
Signature of Authorized Representative	
Signed this Date	12/2/2016

CONFLICT OF INTEREST QUESTIONNAIRE
For vendor doing business with local governmental entity

FORM CIQ

This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.

This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor meets requirements under Section 176.006(a).

By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the vendor becomes aware of facts that require the statement to be filed. See Section 176.006(a-1), Local Government Code.

A vendor commits an offense if the vendor knowingly violates Section 176.006, Local Government Code. An offense under this section is a misdemeanor.

OFFICE USE ONLY

Date Received

1 Name of vendor who has a business relationship with local governmental entity.

n/a

2 ☐ Check this box if you are filing an update to a previously filed questionnaire.

(The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date on which you became aware that the originally filed questionnaire was incomplete or inaccurate.)

3 Name of local government officer about whom the information in this section is being disclosed.

n/a

Name of Officer

This section (item 3 including subparts A, B, C, & D) must be completed for each officer with whom the vendor has an employment or other business relationship as defined by Section 176.001(1-a), Local Government Code. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer named in this section receiving or likely to receive taxable income, other than investment income, from the vendor?

☐

Yes

☒

No

B. Is the vendor receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer named in this section AND the taxable income is not received from the local governmental entity?

☐

Yes

☒

No

C. Is the filer of this questionnaire employed by a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership interest of one percent or more?

☐

Yes

☒

No

D. Describe each employment or business and family relationship with the local government officer named in this section.

n/a

4

Donald C. Long
Signature of vendor doing business with the governmental entity

12-2-16

Date

Adopted 8/7/2015



**ADDENDUM # 1
CLASSIFICATION AND COMPENSATION STUDY
2016-02**

ACKNOWLEDGED RECEIPT OF ADDENDUM # 1 DATED NOVEMBER 29, 2016

COMPANY: Management Advisory Group International, Inc.

ADDRESS: 13580 Groupe Dr, Suite 200

CITY, STATE, ZIP: Woodbridge, VA 22192

TELEPHONE: 703-590-7250

FAX: 703-590-0366

REPRESENTATIVE NAME: Donald C. Long

SIGNATURE: Donald C. Long



City of Colleyville City Council Agenda Briefing

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

Agenda Number 4d

Agenda Date 02/07/2017

Number Resolution R-17-4087

Type Resolution

Department Public Works

Title

Approval of a construction contract with DFW Infrastructure, Inc. for the 2016 Manhole Rehabilitation Project, in an amount not to exceed \$178,530 and authorize the city manager to execute the contract

Strategy Map Connection

F2- Invest to provide and maintain high quality public assets

Explanation

Reading and Public Hearing

The Comprehensive Five Year Capital Improvement Program (CIP) was adopted by City Council on September 15, 2015 by attached Resolution R-15-3907 included Wastewater Project 2 – Rehabilitate Sewer Manholes project as identified in the 2014 Water and Wastewater Master Plan, approved by City Council on March 17, 2015 by attached Resolution R-15-3859.

Wastewater Project 2 of the Water and Wastewater Master Plan called out approximately 30 Priority 1 manholes which need rehabilitation based on structural defects and infiltration of groundwater into the wastewater collection system. In a future CIP beyond FY 2021, Wastewater Project 10 lists an additional 50+ Priority 2 manholes that also need rehabilitation due to structural defects and infiltration. Infiltration not only contributes to the accelerated deterioration of the structure, but costs the City additional funds to treat water entering the wastewater system. Attached as Exhibit 1 is a map of the Priority 1 and 2 manhole locations. Exhibit 2 is a listing of the manhole locations and type of rehabilitation planned for each location.

The project was advertised in the *Fort Worth Star-Telegram* on January 8, 2017 and January 15, 2017. Three (3) bids for this project were received on January 24, 2017. Based on the attached bid tabulation, the low bid amount for the Priority 1 manholes was \$95,738.06 submitted by DFW Infrastructure Inc. Their bid for the Priority 2 manholes was \$116,078.30. The total bid includes a \$20,000 contingency to be controlled by the City to cover any cost overages that may occur during construction. The Recommendation of Award letter from the design engineer is attached, along with a summary of the bids. Staff recommends approval of a construction contract with DFW Infrastructure Inc. in an amount not to exceed \$178,530 to rehabilitate all of the Priority 1 manholes, and any additional Priority 2 manholes that can be completed within the not to exceed contract amount.

Financial Impact

This project is included in the current Capital Improvement Program and funding is available in the Utility Fund.

The original budget for this project was \$186,000 for the rehabilitation of Priority 1 manholes, which included design and construction. After the completion of the design services a total of \$178,530 remains for construction. Staff recommends the approval of the construction contract in an amount not to exceed \$178,530, which will include all of the Priority 1 manholes (\$95,738.06), a \$20,000 owners contingency, and approximately 50% of the priority 2 manholes (\$62,791.94).

Form 1295 - Acknowledged by City

Recommendation

Approve

Attachments

1. R-15-3907
2. R-15-3859
3. Exhibit 1 - 2016 Manhole Rehabilitation Location Map
4. Exhibit 2 - Manhole Summary
5. Bid Tabulation
6. Recommendation Letter
7. Form CIQ
8. Form 1295
9. Proposed Contract

RESOLUTION R-15-3907

**A RESOLUTION ADOPTING A COMPREHENSIVE FIVE-YEAR
CAPITAL IMPROVEMENT PROGRAM FOR
FISCAL YEARS 2016- 2020 FOR THE
CITY OF COLLEYVILLE, TEXAS**

WHEREAS, planning for capital expenditures is an essential function of local government; and

WHEREAS, a multi-year capital improvement program is an important communication tool for residents and businesses; and

WHEREAS, a multi-year capital improvement program is a valuable tool in addressing infrastructure renewal and replacement needs and an essential part of the City's financial planning.

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

- Sec. 1. THAT the Fiscal Year 2016-2020 Capital Improvement Program attached as Exhibit "A", is hereby adopted.
- Sec. 2. THAT the Capital Improvement Program will be reviewed and updated on an annual basis, or as otherwise necessary.
- Sec. 3. THAT changes to the Capital Improvement Program will require approval of the City Council.
- Sec 4. THAT this resolution replaces Resolution R-14-3781

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF 5 AYES, 0 NAYS, AND 0 ABSTENTIONS ON THIS
THE 15TH DAY OF SEPTEMBER 2015.

ATTEST:


Amy Shelley, TRMC
City Secretary

COLLEYVILLE CITY COUNCIL


David Kelly
Mayor

Exhibit "A"

Project Year	Title	Total Project Cost	CEDC (Parks, Trails & Libraries)		COG/TxDOT County	FWHA/TxDOT	General Fund	Other, City Funds	Perimeter	Roadway Impact	Roadway Impact	TIF	Tomorrow Fund	Utility Fund	Wastewater Impact Fees	Water Impact Fees	Total Funding	
			Street Fees	Service Area 1 (East of SH 26)					Service Area 2 (West of SH 26)									
2016	Folding Doors- Fire Station #1	\$66,000.00	\$0.00		\$0.00	\$0.00	\$66,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$66,000.00	
	Down-payment on Fire Engine replacement	\$125,000.00	\$0.00		\$0.00	\$0.00	\$0.00	\$125,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$125,000.00	
	City Hall - Backup Power	\$181,000.00	\$0.00		\$0.00	\$0.00	\$56,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$125,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$181,000.00	
	Justice Center - Roof Repair	\$100,171.00	\$0.00		\$0.00	\$0.00	\$0.00	\$100,171.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100,171.00	
	Colleyville Center AV Replacement	\$170,000.00	\$170,000.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$170,000.00	
	Senior Center Repairs	\$100,000.00	\$100,000.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100,000.00	
	Construct New Trail 2016	\$150,000.00	\$150,000.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$150,000.00	
	Cheek-Sparger Road (Brown Trail to Bedford Road) - Rehabilitation	\$750,000.00	\$0.00		\$0.00	\$0.00	\$750,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$750,000.00	
	Glade Road Design (Phase 2 - Manning to Pool)	\$460,000.00	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$460,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$460,000.00	
	Glade Road Design (Phase 3 - Pool to Heritage)	\$309,500.00	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$309,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$309,500.00	
	Glade Road Design (Phase 4 - West City Limits to Bransford Road)	\$360,000.00	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$360,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$360,000.00	
	John McCain (Pleasant Run Rd to Shepherds Glen) - Rehabilitation	\$662,222.00	\$0.00		\$0.00	\$0.00	\$662,222.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$662,222.00	
	Pleasant Run Design (Shelton to John McCain)	\$140,000.00	\$0.00		\$0.00	\$0.00	\$140,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$140,000.00	
	Westcoat - Rehabilitation	\$613,849.00	\$0.00		\$0.00	\$0.00	\$613,849.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$613,849.00	
	Glade Road Reconstruction (Phase 1 - Bransford to Manning)	\$3,755,000.00	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	\$23,514.00	\$604,471.00	\$49,784.00	\$3,077,230.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,755,000.00	
	Construct SH26 - Phase II and III	\$31,848,898.00	\$0.00	\$15,918,251.00	\$14,930,647.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$31,848,898.00
	Bandit Trail (County project) - Rehabilitation	\$300,000.00	\$0.00	\$100,000.00	\$0.00	\$200,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$300,000.00
	Emergency Asphalt Maintenance	\$300,000.00	\$0.00	\$0.00	\$0.00	\$300,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$300,000.00
	Fiber Build Phase 1-3	\$394,700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$394,700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$394,700.00
	Install Backup Generator for Emergency Power at L.D. Lockett Pump Station	\$140,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$140,000.00	\$0.00	\$0.00	\$0.00	\$140,000.00
	Water Project 4: Upsize and Replace Water Lines in Sunrise Terrace Subdivision	\$380,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$380,000.00	\$0.00	\$0.00	\$0.00	\$380,000.00
	Water Project 7: Demolish Overland Trail Pump Station and Storage Tank	\$130,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$130,000.00	\$0.00	\$0.00	\$0.00	\$130,000.00
	Water Project 9: Misc Repairs to Elevated Storage Tanks	\$226,600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$226,600.00	\$0.00	\$0.00	\$0.00	\$226,600.00
	WW Project 2: Rehabilitate Sewer Manholes Identified to be in Poor Condition	\$186,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$186,000.00	\$0.00	\$0.00	\$0.00	\$186,000.00
	Vermeer Hydro Excavator-2008 (886)	\$87,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$87,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$87,000.00
		\$41,935,940.00	\$420,000.00	\$16,018,251.00	\$14,930,647.00	\$2,788,071.00	\$312,171.00	\$23,514.00	\$604,471.00	\$49,784.00	\$5,331,730.00	\$394,700.00	\$1,062,600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$41,935,940.00
	2017	UPS Battery Backup Replacement at Justice Center	\$85,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$85,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$85,000.00
		Construct New Trail 2017	\$150,000.00	\$150,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$150,000.00
		Construct Pleasant Run Trail (Cottonbelt RR to John McCain)	\$300,000.00	\$300,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$300,000.00
		Bedford Road (County project) - Rehabilitation	\$500,000.00	\$0.00	\$175,000.00	\$0.00	\$325,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500,000.00
Glade Road ROW (Phase 2 - Manning to Pool)		\$430,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$430,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$430,000.00	
Glade Road ROW (Phase 3 - Pool to Heritage)		\$190,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$190,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$190,000.00	
McDonwell School Road - Rehabilitation		\$713,316.00	\$0.00	\$0.00	\$0.00	\$713,316.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$713,316.00	
Pleasant Run Rehabilitation (Shelton to John McCain)		\$760,000.00	\$0.00	\$0.00	\$0.00	\$760,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$760,000.00	
Tinker Rehabilitation (Pleasant Run to Highway 26)		\$453,334.00	\$0.00	\$0.00	\$0.00	\$453,334.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$453,334.00	
Emergency Asphalt Maintenance		\$300,000.00	\$0.00	\$0.00	\$0.00	\$300,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$300,000.00	
Water Project 10: Water Group E Capital Improvements - Design		\$53,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$53,000.00	\$0.00	\$0.00	\$0.00	\$53,000.00	
Water Project 5: Upsize and Replace Water Lines in Brighton Oaks Subdivision		\$1,515,100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,515,100.00	\$0.00	\$0.00	\$0.00	\$1,515,100.00	
Water Project 8: Design for the Installation of Pressure Relief and Flow Control Valves and Associated Piping		\$42,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$42,500.00	\$0.00	\$0.00	\$0.00	\$42,500.00	
WW Project 3: Design Replacement of Pipelines on Manning Drive and near Pleasant Run Rd and McDonwell School Rd		\$75,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$75,000.00	\$0.00	\$0.00	\$0.00	\$75,000.00	
WW Project 4: Design for the Replacement of 10" Sewer Lines in Remington Park and Clairemont Subdivisions		\$33,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$33,000.00	\$0.00	\$0.00	\$0.00	\$33,000.00	
Elgin Street Sweeper-2009 (601)		\$197,527.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$197,527.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$197,527.00	
Ford F550 Bucket-2001 (695)		\$84,379.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$84,379.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$84,379.00	
		\$5,882,156.00	\$450,000.00	\$175,000.00	\$0.00	\$2,551,650.00	\$366,906.00	\$0.00	\$0.00	\$0.00	\$620,000.00	\$0.00	\$1,718,600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,882,156.00
2018	Construct New Trail 2018	\$150,000.00	\$150,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$									

Exhibit "A"

Project Year	Title	Total Project Cost	CEDC (Parks, Trails & Libraries)			FWHA/TxDOT	General Fund	Other, City Funds	Perimeter Street Fees	Roadway Impact	Roadway Impact	TIF	Tomorrow Fund	Utility Fund	Wastewater	Water	Total Funding
			COG/TxDOT County							Service Area 1 (East of SH 26)	Service Area 2 (West of SH 26)				Impact Fees	Impact Fees	
	Renfro Rd - Rehabilitation	\$169,476.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Ross Downs Estates - Rehabilitation	\$4,000,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Saddlebrook Addition - Rehabilitation	\$667,333.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Sand Oak Acres Addition - Rehabilitation	\$864,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Shelton - Rehabilitation	\$288,293.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Stafford Heights Subdivision - Rehabilitation	\$542,222.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Stone Creek Estates - Rehabilitation	\$63,556.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Suellen Circle - Rehabilitation	\$44,373.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Tara Plantation Addition - Rehabilitation	\$495,444.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Thompson Terrace - Rehabilitation	\$167,378.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Van Oaks Drive - Rehabilitation	\$126,720.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Waller Lane - Rehabilitation	\$81,600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Wayne Drive - Rehabilitation	\$160,276.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Western Trails Subdivision - Rehabilitation	\$1,200,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Woodland Hills Subdivision - Rehabilitation	\$1,295,667.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Woodbriar, Quail Creek Estates - Rehabilitate	\$1,984,400.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Sunrise Terrace/Brighton Oaks - Rehabilitate	\$1,730,200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Water Project 12: Water Group F Capital Improvements - CONSTRUCT	\$2,417,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Water Project 12: Water Group F Capital Improvements - DESIGN	\$363,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Water Project 13: Water Group L Capital Improvements - CONSTRUCT	\$1,426,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Water Project 13: Water Group L Capital Improvements - DESIGN	\$214,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Water Project 14: Water Group I Capital Improvements - CONSTRCT	\$1,470,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Water Project 14: Water Group I Capital Improvements - DESIGN	\$220,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Water Project 15: Water Group G Capital Improvements	\$5,389,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Water Project 16: Water Group H Capital Improvements	\$2,264,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Water Project 17: Water Group J Capital Improvements	\$1,404,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Water Project 18: Water Group K Capital Improvements	\$8,158,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Water Project 19: Water Group M Capital Improvements	\$4,094,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Water Project 20: Water Group W Capital Improvements	\$1,477,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Water Project 21: Water Group X Capital Improvements	\$646,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Water Project 22: Water Group C Capital Improvements	\$1,225,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Water Project 23: Water Group Q Capital Improvements	\$1,827,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Water Project 24: Water Group N Capital Improvements	\$2,567,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Water Project 25: Water Group R Capital Improvements	\$1,211,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Water Project 26: Water Group S Capital Improvements	\$176,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Water Project 27: Water Group T Capital Improvements	\$4,570,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	WW Project 10: Sewer Group P Improvements	\$710,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	WW Project 11: Sewer Group Q Improvements	\$277,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	WW Project 12: Sewer Group R Improvements	\$415,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	WW Project 13: Sewer Group E Line Improvements	\$1,407,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	WW Project 14: Sewer Group V Improvements	\$3,304,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	WW Project 15: Sewer Group D Line Improvements	\$758,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	WW Project 16: Sewer Group S Improvements	\$1,416,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	WW Project 17: Sewer Group W Improvements	\$3,946,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	WW Project 6: Sewer Group A Line Improvements	\$800,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	WW Project 7: Sewer Group T Line Improvements	\$790,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	WW Project 8: Sewer Group G Line Improvements	\$412,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	WW Project 9: Sewer Group U Improvements	\$2,936,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	F750 Single Axle Dump-2007 (896)	\$84,761.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		\$116,096,059.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		\$191,832,669.00	\$1,320,000.00	\$16,648,251.00	\$14,930,647.00	\$10,053,551.00	\$1,339,536.00	\$611,634.00	\$604,471.00	\$49,784.00	\$13,826,860.00	\$394,700.00	\$10,989,200.00	\$134,000.00	\$4,833,975.00	\$75,736,610.00	

RESOLUTION R-15-3859

**A RESOLUTION ADOPTING THE CITY OF COLLEYVILLE 2014
WATER AND WASTEWATER MASTER PLAN**

WHEREAS, the health and safety of our citizens is an essential function of local government; and

WHEREAS, the delivery of clean water to our residents and businesses and the safe and efficient disposal of wastewater is critical to their health and well-being; and

WHEREAS, adequate and proper maintenance of the water distribution and wastewater collection systems are necessary to ensure uninterrupted delivery of service, and

WHEREAS, the City of Colleyville 2014 Water and Wastewater Master Plan includes a thorough evaluation of the condition of the existing water distribution and wastewater collection systems in the City of Colleyville; and

WHEREAS, the City of Colleyville 2014 Water and Wastewater Master Plan identifies forty-four (44) capital improvement projects which are needed over the next twenty (20) years to ensure reliability of the water distribution and wastewater collection systems.

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

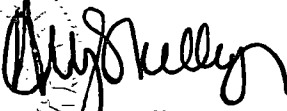
Sec. 1. THAT the City of Colleyville 2014 Water and Wastewater Master Plan, a copy of which is located in the Office of the City Engineer, is hereby adopted.

Sec. 2. THAT the Capital Improvement Projects identified in the 2014 City of Colleyville Water and Wastewater Master Plan will be reviewed annually and considered for inclusion in a rolling Five Year Capital Improvement Plan (CIP) for the City of Colleyville.

AND IT SO RESOLVED.

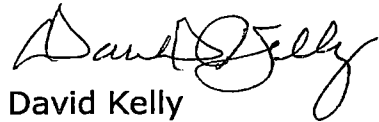
APPROVED BY A VOTE OF 7 AYES, 0 NAYS, AND 0 ABSTENTIONS
ON THIS 17TH DAY OF MARCH 2015.

ATTEST:



Amy Shelley, TRMC
City Secretary

CITY OF COLLEYVILLE



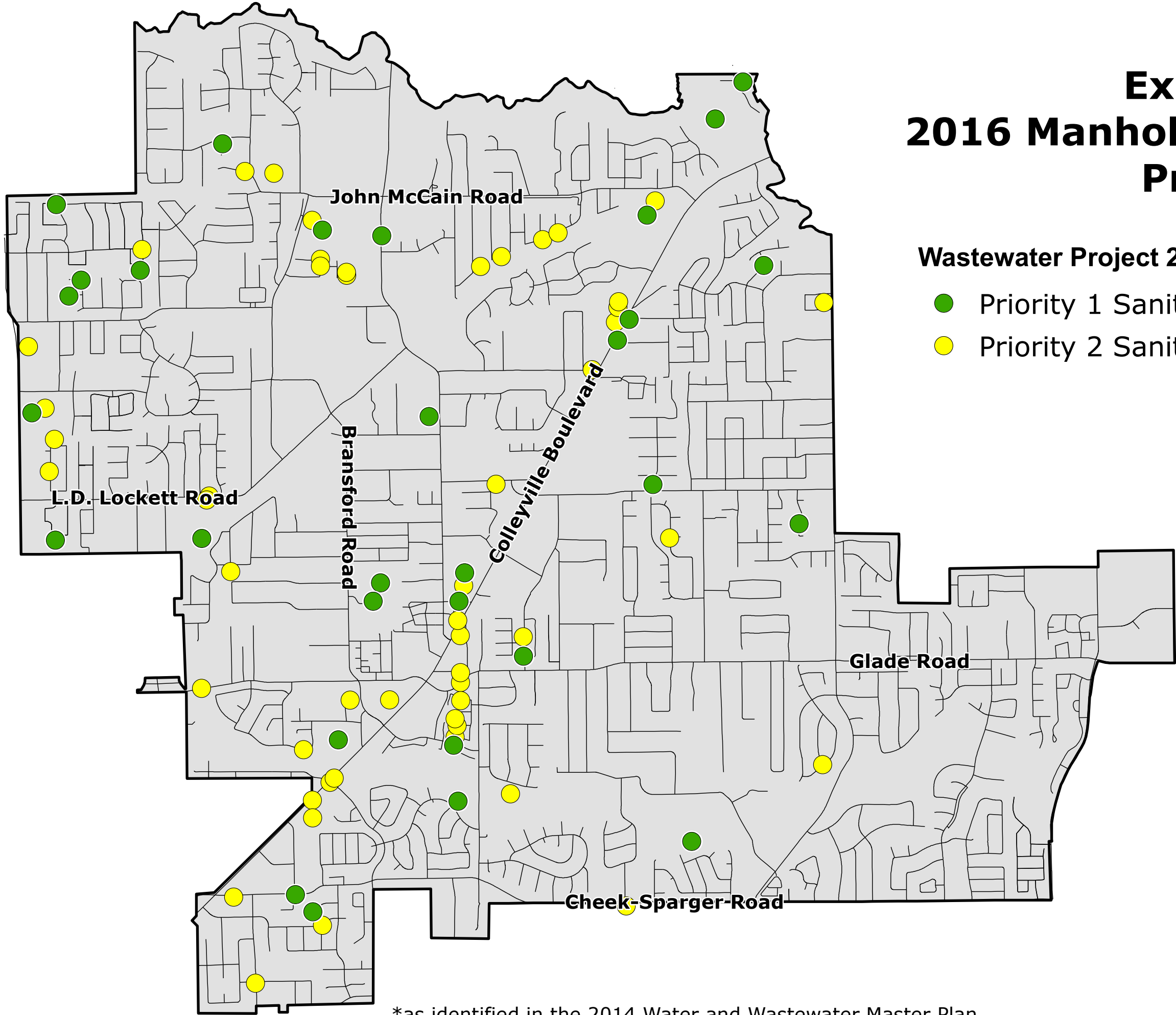
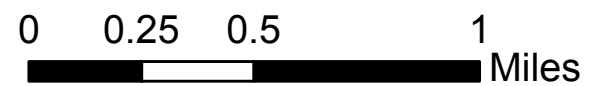
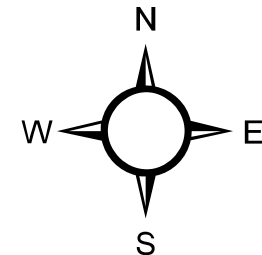
David Kelly
Mayor

Exhibit 1

2016 Manhole Rehabilitation Project

Wastewater Project 2

- Priority 1 Sanitary Sewer Manholes*
- Priority 2 Sanitary Sewer Manholes*



*as identified in the 2014 Water and Wastewater Master Plan



Exhibit 2 - Manhole Inspections Rehabilitation Summary

Manhole Number	Address	A Realign and Seal Manhole Ring & Cover	B Raise Manhole or Mainline Cleanout to Grade	C Repair Chimney/ Cone and Coat	D Clean Manhole, Repair as Needed and Coat with Epoxy or CIPM Liner	E Repair/ Construct Manhole Bench & Invert	F Stop I/I, Clean, Repair Pipe Seal and/or Seam and Seal Coat Area
	Begin all Priority 1 MH Rehab						
23	6801 ATLANTA DR			X	x		
134	6409 COLLEYVILLE BLVD				x		
254	4000 WINDEMERE CT	X			X		
679	207 BRIARCLIFF CT				x		X
982	1700 BLK TARRANT LN				x		X
1345	4306 CHIMNEY ROCK CT				X		
1544	NO NUMBER COLLEYVILLE BLVD			X	x		
1673	NO NUMBER W LD LOCKETT RD				x	X	
1784	5508 DUSTY CT				X		
2058	NONE BRANSFORD RD				x	X	
2060	NONE BRANSFORD RD				x	X	
2084	7300 BLK CHALET CT				x		
2161	6817 PLEASANT RUN RD				X		
2163	6917 WESTCOAT DR				x		
2197	5300 COLLEYVILLE BLVD				x		X
2214	4600 BRANSFORD RD				X		
2237	200 BLK CHEEK SPARGER RD				x		
2335	NONE RIVERWALK DR				x	X	
2464	5232 COLLEYVILLE BLVD				x		X
2526	912 CHATEAU CT				x		
2527	6725 ALPINE LN			X	x		
2587	1425 BYRON NELSON PKWY				x		
2689	1307 CHADWICK CROSSING E				x		
2709	NONE BROUGHTON DR			X	x		
2777	6100 PLEASANT RUN RD				x		
2869	1117 LD LOCKETT RD				X		
2977	7012 MONET			X	x		
2998	NO NUMBER MURPHY RD				x		
1084A	1000 BLK CENTERPARK				x		X
2937A	8070 PRECINCT LINE RD				x		X
3006B	5325 WILLIAM D. TATE AVE.				x		
	End of all Priority 1 MH Rehab						

Exhibit 2 - Manhole Inspections Rehabilitation Summary

Manhole Number	Address	A Realign and Seal Manhole Ring & Cover	B Raise Manhole or Mainline Cleanout to Grade	C Repair Chimney/ Cone and Coat	D Clean Manhole, Repair as Needed and Coat with Epoxy or CIPM Liner	E Repair/ Construct Manhole Bench & Invert	F Stop I/I, Clean, Repair Pipe Seal and/or Seam and Seal Coat Area
	Begin Priority 2 MH Rehab						
49	208 MILL WOOD DR						X
101	4501 MEANDERING WAY				x		
123	NONE RIVERWALK DR				X		
187	1209 SOMERSET BLVD		X		X		
491	5232 COLLEYVILLE BLVD	X					X
672	4403 COLLEYVILLE BLVD				X		
673	4405 COLLEVILLE BLVD				X		
674	NONE COLLEYVILLE BLVD						X
676	4309 COLLEYVILLE BLVD				X		
690	3721 BRIARHAVEN LN				X		
707	99 CHEEK SPARGER RD				x		
723	3508 SAN BAR LN	X					X
790	6613 GLENHOPE CIR N				X		
825	3913 BUCKNER CT.				X		
1079	800 GLADE RD			X			X
1084	1000 BLK CENTERPARK						X
1088	4700 LAKEWOOD DR				X		
1090	1001 CLEAR LAKE CT				X		
1094	4918 LAKEWOOD DR				X		
1097	1000 CLEAR LAKE CT	X			X		
1151	5500 MIRIMAR LN			X			
1177	1309 CALDWELL CREEK DR				X		
1179	1405 CALDWELL CREEK DR				X		
1255	NONE GLADE RD				X		
1348	6900 SHEPERDS GLEN	X			X		
1359	312 OLDENWOOD CT				X		
1360	6808 MYSTIC WOODS LN						X
1461	300 BLK W LD LOCKETT RD				X		
1478	1101 LAVACA TRL				X		
1531	6508 STE 100 COLLEYVILLE BLVD				X		
1532	6516 COLLEYVILLE BLVD				X		
1533	NONE TINKER RD				x		
1534	6600 COLLEYVILLE BLVD				X		
1547	1815 JOHN McCAIN RD				X		
1583	108 TIMBERLINE DR	X					
1621	7209 JOHN McCAIN RD	X			X		
2011	5000 THOMPSON TRL				X		
2018	5105 COLLEYVILLE BLVD				X		
2076	5801 HIDDEN OAKS DR				X		
2157	6802 FALLBROOK CT				X		
2158	6802 FALLBROOK CT	X			X		
2166	7001 WESTCOAT DR	X			X		
2186	7204 JOHN McCAIN RD				X		
2212	4800 BRANSFORD RD						X
2291	300 BLK W LD LOCKETT RD	X			X		
2379	310 W GLADE RD				X		
2419	1101 LAVACA TRL				X		
2451	NONE MAIN ST				x		
2497	5844 STERLING DR					X	
2669	6805 PETER'S PATH	X			X		
2813	8200 PRECINCT LINE RD						X
2991A	NO NUMBER MURPHY RD	X					
	End of all Priority 2 MH Rehab						

City of Colleyville
FY2016 Manhole Rehabilitation Project

Bid Tabulation

Bidder			A&W Maintenance Inc.		Infrastructure Rehabilitation USA, Inc.		DFW Infrastructure Inc.	
Bid Tab #	Item No.	Quantity & Unit	Unit Price	Total	Unit Price	Total	Unit Price	Total
#1	Mobilization, Demob and Bonds in accordance with Specification A 4.19 for the sum of	1 LS	\$ 30,000.00	\$ 30,000.00	\$ 12,750.00	\$ 12,750.00	\$ 10,000.00	\$ 10,000.00
#2	Priority 1- Rehab Method 1020 - Realign and Grot Casting, complete in place for the sum of:	1 Each	\$ 250.00	\$ 250.00	\$ 600.00	\$ 600.00	\$ 250.00	\$ 250.00
#3	Priority 1- Rehab Method 1205- Repair Chimney Cone; complete in place for the sum of:	5 Each	\$ 250.00	\$ 1,250.00	\$ 750.00	\$ 3,750.00	\$ 729.00	\$ 3,645.00
#4	Priority 1- Rehab Method 1041- Clean Manhole, Remove any roots, Repair as needed and Epoxy Coat or Cured In Place Manhole Liner, complete in place for a sum of	331 Vertical feet	\$ 350.00	\$ 115,850.00	\$ 598.00	\$ 197,983.00	\$ 247.26	\$ 81,843.06
#5	Priority 2- Rehab Method- 1043 Repair Manhole Wall Lift holes and coat repaired area; complete in place	4 Each	\$ 1,500.00	\$ 6,000.00	\$ 8,164.86	\$ 32,659.44	\$ 275.00	\$ 1,100.00
#6	Priority 2- Rehab Method 1047- Clean Manhole Repair Ppe seal and Coat area repaired; complete in place	9 Each	\$ 1,600.00	\$ 14,400.00	\$ 7,511.22	\$ 67,600.98	\$ 275.00	\$ 2,475.00
#7	Priority 2- Rehab Method 1041- Clean Manhole, Remove any roots, Repair as needed and Epoxy Coat or Cured In Place Manhole Liner, complete in place for a sum of	455 Vertical feet	\$ 350.00	\$ 159,250.00	\$ 598.00	\$ 272,090.00	\$ 247.26	\$ 112,503.30
	Contingency	LS		\$ 20,000.00		\$ 20,000.00		\$ 20,000.00
Sub Total for Priority 1 Manhole Rehab (bid Items 1 thru 4)				\$ 147,350.00		\$ 215,083.00		\$ 95,738.06
Sub Total for Priority 2 Manhole Rehab (bid Items 5 thru 7)				\$ 179,650.00		\$ 372,350.42		\$ 116,078.30
Grand Total (Total Bid Items 1 thru 8)				\$ 347,000.00		\$ 607,433.42		\$ 231,816.36



engineers | architects | surveyors

Solutions Today with a
Vision for Tomorrow

Cheryl Taylor, P.E.
City Engineer
City of Colleyville
100 Main Street
Colleyville, TX 76034

Subject: Recommendation of Award of Bid
FY 2016 Manhole Rehabilitation Project

Dear Ms. Taylor,

The plans and specification for the FY 2016 Manhole Rehabilitation Project was advertised for bids with three bids received in the Engineering Department on Tuesday, January 24, 2016 by 2:00PM. The bids were opened at 2:00 PM and read aloud with the following results:

Bidder	Priority 1 Manholes	Priority 2 Manholes	Contingency	Total Bid
1. A&W Maintenance Inc.	\$147,350.00	\$179,650.00	\$20,000.00	\$347,000.00
2. Infrastructure Rehab. USA, Inc.	\$215,037.00	\$372,350.42	\$20,000.00	\$607,387.42
3. DFW infrastructure Inc.	\$95,738.06	\$116,078.30	\$20,000.00	\$231,816.36

My Opinion of Probable Cost (OPCC) for this project was \$322,495, not including the \$20,000 contingency. Each bid was checked for mathematical correctness and all bids were found to be correct. Also each bidder provided bonding certificate as required and acknowledged the receipt of Addendum #1. Based upon the bids received, it is my recommendation that this contract be awarded to DFW Infrastructure Inc. as the best and lowest bid.

The City received very favorable bids for this project, much lower than anticipated. All of Priority 1 Manholes will be able to be rehabilitated and approximately 75% of the Priority 2 Manholes can be rehabilitated, based on an assumed budgeted for this project of \$185,000.

Please let me know if you have any questions or comments regarding this recommendation.

Sincerely,

Wm. Bart Hines, PE
Associate Vice President

TBPE Firm No. F-366

CONFLICT OF INTEREST QUESTIONNAIRE
For vendor doing business with local governmental entity

FORM CIQ

This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.

This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor meets requirements under Section 176.006(a).

By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the vendor becomes aware of facts that require the statement to be filed. See Section 176.006(a-1), Local Government Code.

A vendor commits an offense if the vendor knowingly violates Section 176.006, Local Government Code. An offense under this section is a misdemeanor.

OFFICE USE ONLY

Date Received

1/24/2017

1 Name of vendor who has a business relationship with local governmental entity.

DFW Infrastructure, Inc.

2 ☐ **Check this box if you are filing an update to a previously filed questionnaire.** (The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date on which you became aware that the originally filed questionnaire was incomplete or inaccurate.)

3 Name of local government officer about whom the information is being disclosed.

N/A

Name of Officer

4 Describe each employment or other business relationship with the local government officer, or a family member of the officer, as described by Section 176.003(a)(2)(A). Also describe any family relationship with the local government officer. Complete subparts A and B for each employment or business relationship described. Attach additional pages to this Form CIQ as necessary.

N/A

A. Is the local government officer or a family member of the officer receiving or likely to receive taxable income, other than investment income, from the vendor?

☐ Yes

☐ No

B. Is the vendor receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer or a family member of the officer AND the taxable income is not received from the local governmental entity?

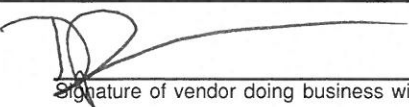
☐ Yes

☐ No

5 Describe each employment or business relationship that the vendor named in Section 1 maintains with a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership interest of one percent or more.

N/A

6 ☐ **Check this box if the vendor has given the local government officer or a family member of the officer one or more gifts as described in Section 176.003(a)(2)(B), excluding gifts described in Section 176.003(a-1).**

7 

Signature of vendor doing business with the governmental entity

01/13/2017

Date

CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties.
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

**OFFICE USE ONLY
CERTIFICATION OF FILING****1 Name of business entity filing form, and the city, state and country of the business entity's place of business.**

DFW Infrastructure, Inc.
Burleson, TX United States

Certificate Number:
2017-157890

Date Filed:
01/24/2017

Date Acknowledged:
01/30/2017

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.

City of Colleyville

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.

FY 2016 Manhole Rehab Project
Manhole Rehabilitation

4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary

5 Check only if there is NO Interested Party.**6 AFFIDAVIT**

I swear, or affirm, under penalty of perjury, that the above disclosure is true and correct.

Signature of authorized agent of contracting business entity

AFFIX NOTARY STAMP / SEAL ABOVE

Sworn to and subscribed before me, by the said _____, this the _____ day of _____,
20_____, to certify which, witness my hand and seal of office.

Signature of officer administering oath

Printed name of officer administering oath

Title of officer administering oath

CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties.
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

OFFICE USE ONLY CERTIFICATION OF FILING

Certificate Number:
2017-157890

Date Filed:
01/24/2017

Date Acknowledged:

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.

DFW Infrastructure, Inc.
Burleson, TX United States

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City of Colleyville

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.

FY 2016 Manhole Rehab Project
Manhole Rehabilitation

R-17-4087

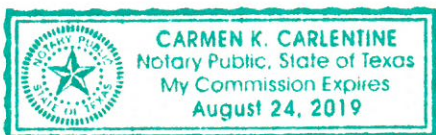
4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary

5 Check only if there is NO Interested Party.



6 AFFIDAVIT

I swear, or affirm, under penalty of perjury, that the above disclosure is true and correct.



Donna M. Brown
Signature of authorized agent of contracting business entity

AFFIX NOTARY STAMP / SEAL ABOVE

Sworn to and subscribed before me, by the said Donnam. Brown this the 24th day of January, 2017, to certify which, witness my hand and seal of office.

Donna M. Brown Donna M. Brown President
Signature of officer administering oath Printed name of officer administering oath Title of officer administering oath

CITY OF COLLEYVILLE

CONTRACT AGREEMENT

STATE OF TEXAS §
 § KNOWN ALL MEN BY THESE PRESENTS:
COUNTY OF TARRANT §

THIS AGREEMENT, made and entered into this ____day of _____, 2017, by and between CITY OF COLLEYVILLE, (hereinafter referred to as "CITY" and _____ (hereinafter referred to as "CONTRACTOR"). In consideration of the mutual covenants hereinafter set forth, the City and Contractor agree as follows:

WITNESSETH, that for and in consideration of the payments and agreements hereinafter mentioned, to be made and performed by the CITY, and under the conditions expressed in the bond bearing even date herewith, the said CONTRACTOR, hereby agrees with the CITY to commence and complete the construction of certain improvements described as follows:

**FY2016 MANHOLE REHABILITATION PROJECT
IN CITY OF COLLEYVILLE, TEXAS**

and all extra work in connection therewith, under the terms as stated in the General Conditions of the Agreement and at his (or their) own proper cost and expense to furnish all the materials, supplies, machinery, equipment, tools, superintendence, labor, insurance, and other accessories and services necessary to complete the said construction, in accordance with the conditions and prices stated the Proposal attached hereto, and in accordance with the Notice to Bidders and General Conditions of Agreement, Plans and other drawings (including or written explanatory matter thereof), and the Specifications and addenda thereof, as prepared by The City of Colleyville Public Works Department herein entitled the ENGINEER, together with the CONTRACTOR'S written proposal, the General Conditions of the Agreement, and the Performance and payment Bonds hereto attached; all of which are made a part hereof and collectively evidence and constitute the entire contract.

The Contractor hereby represents and covenants that neither it nor any of its employees or representatives, has or shall have, directly or indirectly, any agreement or arrangement with any party that would constitute a conflict of interest in regard to the work being performed by the City during the terms of this agreement. Contractor will inform the City of other assignments undertaken on behalf of neighboring communities or governmental agencies that may constitute a conflict of interest.

The Contractor agrees City of Colleyville will not be held liable for any personal or real property damages occurring from acts of agents during the tenure of said agreement.

The City agrees, to the extent provided by the laws and constitution of the State of Texas without establishment of a sinking fund, to indemnify and save Contractor harmless from any and against all losses, claims, demands, damages, and causes of action directly resulting from the negligent acts or omissions of the City, its officers, agents, employees, or subcontractors.

Contractor agrees to indemnify and save City harmless from and against all losses, claims, demands, damages, and causes of action resulting from the negligent acts or omissions of the obligee, or otherwise reduce any other rights or obligations of indemnity which would otherwise reduce any other rights or obligations of indemnity which would otherwise exist as to any part or persons described in this paragraph.

Notwithstanding any of the above, the City shall not be liable for any indirect, remote, or consequential damages.

City of Colleyville may terminate this contract at any time by giving written notice to the other of such termination and specifying the effective date thereof, at least seven (7) days before the effective date of such termination. In that event, all finished or unfinished documents, and other materials, should be at the option of the City to become its property. If the contract is terminated as provided herein, the Contractor fee would be paid in an amount which bears the same ratio to the total compensation as the services actually performed bears to the total services of the Contractor covered by this contract.

The Contractor represents that it has or will secure at its own expense all personnel required to perform the services covered by this contract.

It is agreed that City of Colleyville will provide all necessary project information, to include Standard Construction Details.

All materials prepared by the Contractor shall become the property of the City. The City shall have unrestricted authority to publish, disclose, distribute, and otherwise use, in whole or in part, any reports, data, or other materials prepared under this contract.

The contractor will be responsible for signing and electronically returning each executed work order. The contractor will have to be able to respond within three calendar days to any work order that is issued.

Contractor certifies that the firm is an independent contractor, and none of its contractors, employees, agents, or independent workmen shall be deemed an employee of City of Colleyville for any purpose whatsoever.

The CITY agrees to pay the CONTRACTOR in current funds the price or prices shown in the proposal, which forms a part of this contract, such payments to be subject to the General and Special Conditions of the Contract.

This agreement consists of this document, upon which the parties have affixed their signatures, and those documents specifically incorporated herein by reference. This agreement as so constituted is the entire agreement between the parties with respect to the subject matter hereof, and supersedes all other previous statement, communications, or agreements, whether oral or written. No modification, alteration, or waiver of any provision hereof shall be binding upon the parties unless evidenced in writing and signed by both parties.

IN WITNESS WHEREOF, the parties to these presents have executed this Agreement in the year and date above written.

CITY OF COLLEYVILLE

Party of the First Part
(City)

By: _____

ATTEST:

By Authority of City Council

Party of the Second Part
(Contractor)

By: _____
Print or Type Name

Title: _____
(President/Vice President)

ATTEST:

Corporation Secretary

Print or Type Name



City of Colleyville City Council Agenda Briefing

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

Agenda Number 4e

Agenda Date 02/07/2017

Number Resolution R-17-4087

Type Resolution

Department Public Works

Title

Approval of a construction contract with A & M Construction and Utilities, Inc., for Water Project 11-John McCain Water Line Upsizing, in an amount not to exceed \$372,720 and authorize the city manager to execute the contract

Strategy Map Connection

F2- Invest to provide and maintain high quality public assets

Explanation

Reading and Public Hearing

The Comprehensive Five Year Capital Improvement Program (CIP) which was adopted by City Council on September 20, 2016 by attached Resolution R-16-4037 includes the John McCain Road 12-inch Water Line Project. On August 26, 2016 the City executed a Professional Service Agreement with Elder Engineering, Inc., to design the water line improvement along the north side of John McCain between Pleasant Run Road and Holly Lane. The water line improvement was necessary due to the size of the existing water line and was included in the City's 2014 Water and Wastewater Master Plan as Water Project 11. Water Project 11-John McCain Waterline Upsizing was originally slated under the Capital Improvement Program for FY 2019. After review and consideration of an upcoming roadway improvement project on John McCain slated for FY 2017, the decision was made to move the Water Project 11-John McCain Waterline Upsizing project to FY 2017 to minimize the disruption and inconvenience to residents, business owners, and the public, along John McCain Road.

The water line improvement will include the replacement of an existing 6-inch water line with approximately 1,200 linear feet of 12-inch PVC water line on the north side of John McCain Road to connect to the existing waterline on the south side of John McCain Road. Water improvement for Water Project 11-John McCain Waterline Upsizing is shown on Exhibit 1, the new water line is shown in yellow. Construction for the Water Line improvement project is anticipated to begin early March 2017 and be completed in 120 calendar days.

Staff advertised this project in the *Fort Worth Star-Telegram* on January 15 and January 22, 2017. Five (5) bids for this project were received and opened by staff on January 31, 2017. To receive the most advantageous contract for this project, it was advertised as a "best value" contract. This allowed the City to consider several factors in selecting a contractor, including cost, similar project experience, and past

performance on Colleyville projects. Upon consideration of all criteria, A & M Construction and Utilities, Inc. was determined to be the contractor that would provide the best value to the City. The bid amount was \$ 372,720 which was the best value/lowest bid. This amount includes an \$18,000 miscellaneous allowance, which will be used to address field changes and will be controlled by the City.

The bid tabulation and the recommendation of award letter from the design engineer are attached. Staff recommends the award of the project to A & M Construction & Utilities, Inc. in the amount of \$372,720.

Financial Impact

John McCain Water Line Upsizing Project was included in the Comprehensive Five Year Capital Improvement Program (CIP) adopted by City Council on September 20, 2016 by Resolution R-16-4037. The project will be performed under a single contract for a total amount of \$ 372,720. Staff has determined there is sufficient funding available in the Utility Improvement Cash Account.

Form 1295 - Acknowledged by City

Recommendation

Approve

Attachments

1. Recommendation of Award Letter
2. Bid Tabs
3. Resolution R-16-4037
4. Exhibit 1 John McCain Water Line
5. CIQ Form
6. Form 1295
7. Proposed Contract

ELDER ENGINEERING, INC

February 2, 2017

Jeremy Hutt, P.E.
Director of Public Works
Colleyville Public Works Department
100 Main Street
Colleyville, Texas 76034

RE: John McCain Road 12" Water Line Improvements
(Pleasant Run Road to East of Holly Lane)
Letter of Recommendation
A&M Construction & Utilities, Inc.

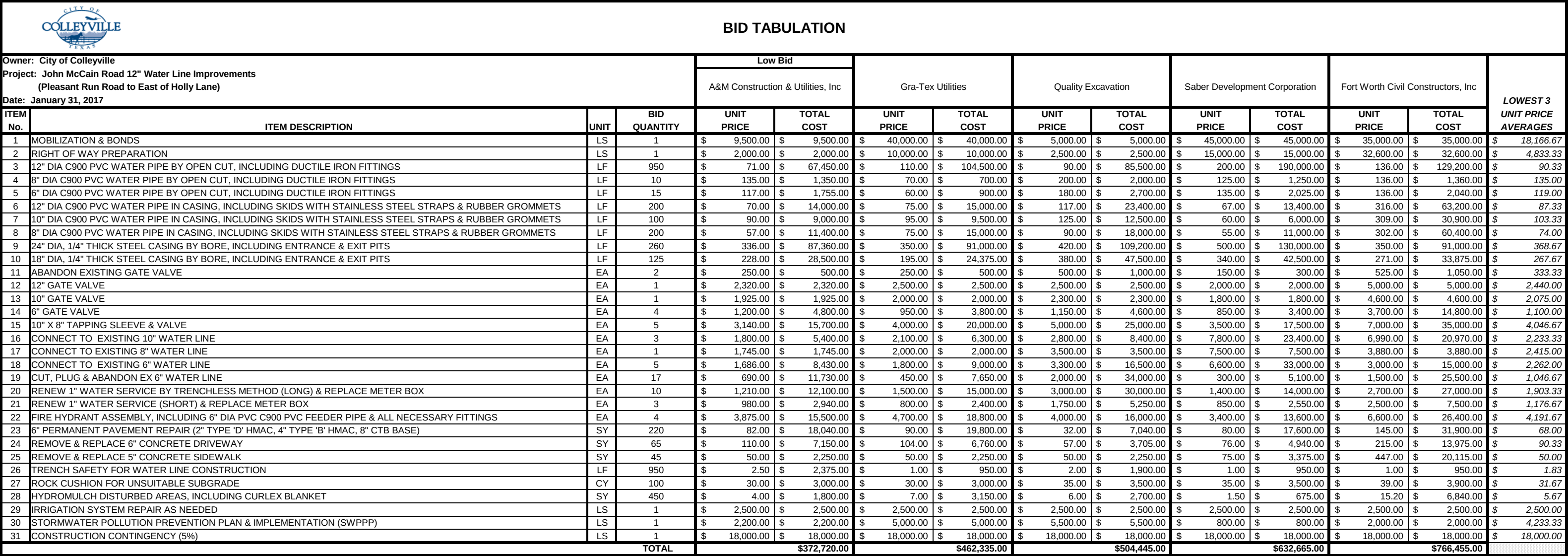
On January 31, 2017, the City of Colleyville opened bids for the construction of the *John McCain Road 12" Water Line Improvements* project. Attached are the bid tabulation results indicating **A&M Construction & Utilities, Inc.** as the low bidder.

Based on the amount bid for construction, similar project experience, and favorable history with City of Colleyville staff, I would support awarding the construction contract to **A&M Construction & Utilities, Inc.**

Sincerely,



Pat Elder, P.E.



Engineer's estimate \$377,892

RESOLUTION R-16-4037

A RESOLUTION ADOPTING A COMPREHENSIVE FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM FOR FISCAL YEARS 2017- 2021 FOR THE CITY OF COLLEYVILLE, TEXAS

WHEREAS, planning for capital expenditures is an essential function of local government; and

WHEREAS, a multi-year capital improvement program is an important communication tool for residents and businesses; and

WHEREAS, a multi-year capital improvement program is a valuable tool in addressing infrastructure renewal and replacement needs, and an essential part of the City's financial planning.

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

- Sec. 1. THAT the Fiscal Year 2017-2021 Capital Improvement Program attached as Exhibit "A", is hereby adopted.
- Sec. 2. THAT the Capital Improvement Program will be reviewed and updated on an annual basis, or as otherwise necessary.
- Sec. 3. THAT changes to the Capital Improvement Program will require approval of the City Council.
- Sec 4. THAT this Capital Improvement Program for Fiscal Years 2017-2021 replaces any previously approved Capital Improvement Programs for those years reflected in each.

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF 6 AYES, 0 NAYS, AND 0 ABSTENTIONS ON THIS 20TH DAY OF SEPTEMBER 2016.

Mayor Richard Newton
Place 1, Tammy Nakamura
Place 2, Bobby Lindamood
Place 4, Jody Short

Aye
Aye
Aye
Absent

Mayor Pro Tem Chris Putnam
Place 5, Nancy Coplen
Place 6, Mike Taylor

Aye
Aye
Aye

ATTEST:

A handwritten signature in black ink, appearing to read 'Amy Shelley', written over the printed name.

Amy Shelley, TRMC
Secretary

CITY OF COLLEYVILLE

A handwritten signature in black ink, appearing to read 'Richard Newton', written over the printed name.

Richard Newton
Mayor

Exhibit "A"

2017

Civil Improvements at Public Works Service Center Site - CONSTRUCTION	\$500,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$500,000	\$500,000	\$0
Glade Road (Phase 2 - Manning to Pool) - ROW	\$430,000	\$0	\$0	\$0	\$0	\$0	\$0	\$430,000	\$0	\$0	\$0	\$0	\$430,000	\$0
Glade Road (Phase 3 - Pool to Heritage) - ROW	\$190,000	\$0	\$0	\$0	\$0	\$0	\$0	\$190,000	\$0	\$0	\$0	\$0	\$190,000	\$0
Glade Road Maintenance Partial (Phase II) (Stafford to Jim Mitchell)	\$198,000	\$198,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$198,000	\$0
Glade Road Maintenance Partial (Phase IV) Asphalt Rehab (Western City Limits to Bransford Rd)	\$142,000	\$142,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$142,000	\$0
Hunter Lane - Rehabilitation	\$160,000	\$160,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$160,000	\$0
John McCain Rehabilitation (Westcoat to Pleasant Run and Shepherds Glen to Maranatha Court) - County Project	\$1,647,222	\$591,000	\$0	\$394,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$662,222 *	\$1,647,222	\$0
L. D. Lockett (Precinct Line Road to Westcoat Drive) - Rehabilitation	\$725,000	\$725,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$725,000	\$0
McDonwell School Road and Westcoat Drive Roundabout - DESIGN	\$100,000	\$0	\$0	\$0	\$0	\$0	\$100,000	\$0	\$0	\$0	\$0	\$0	\$100,000	\$0
Pleasant Run (Shelton to John McCain) - Rehabilitation (Companion to Water Project 11/Partial and WW Project 3/Partial)	\$4,300,000	\$2,743,300	\$300,000	\$0	\$0	\$0	\$0	\$0	\$186,000	\$0	\$1,070,700	\$0	\$4,300,000	\$0
Roberts Road (Glade to Grapevine City Limits) - DESIGN	\$162,000	\$162,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$162,000	\$0
UPS Battery Backup Replacement at Justice Center	\$85,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$85,000	\$85,000	\$0
Water Project 10: Apple Valley Subd./Rustic Oaks Subd./ Bills Lane Water Lines - DESIGN	\$70,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$70,000	\$0	\$0	\$0	\$70,000	\$0
Water Project 11: Partial (John McCain Water Line Upsizing)	\$446,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$446,000	\$0	\$0	\$0	\$446,000	\$0
Water Project 8: Pressure Relief and Flow Control Valves and Piping (John McCain/Bandit Trail Vicinity) - DESIGN	\$42,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$42,500	\$0	\$0	\$0	\$42,500	\$0
WW Project 3 (Partial): Replace 6" and 8" Pipelines (Manning Dr/Vicinity of Pleasant Run Rd and McDonwell School Rd) - DESIGN	\$27,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$27,000	\$0	\$0	\$0	\$27,000	\$0
WW Project 4: Remington Park and Clairemont Subdivisions Sewer Line Replacements to Improve Flow - DESIGN	\$33,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$33,000	\$0	\$0	\$0	\$33,000	\$0
	\$9,257,722	\$4,721,300	\$300,000	\$394,000	\$0	\$0	\$100,000	\$620,000	\$804,500	\$0	\$1,070,700	\$1,247,222	\$9,257,722	\$0

2018

														*Prior approved funding
Black Drive - Rehabilitation (Companion Project to Water Project #10)	\$174,987	\$174,987	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$174,987	\$0
Cheek-Sparger Road (San Bar to Brown Trail) - DESIGN and ROW Acquisition	\$313,000	\$313,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$313,000	\$0
Glade Road (Phase 2 - Manning to Pool) - RECONSTRUCTION	\$5,484,000	\$0	\$0	\$0	\$0	\$342,897	\$0	\$4,724,103	\$0	\$417,000	\$0	\$5,484,000	\$0	\$0
L. D. Lockett (Westcoat Drive to Pleasant Run) - Rehabilitation	\$195,000	\$195,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$195,000	\$0
Manning Drive Rehabilitation (County Project) - Rehabilitation (Companion Project to Wastewater Project 3)	\$300,000	\$150,000	\$0	\$150,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$300,000	\$0
McDonwell School Road and Westcoat Drive Roundabout - Construction	\$1,200,000	\$1,200,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,200,000	\$0
Pleasant Run (John McCain to North City Limits) - Rehabilitation	\$450,000	\$450,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$450,000	\$0
Remington Parkway - Rehabilitation (Companion Project to Wastewater Project #4)	\$65,000	\$65,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$65,000	\$0
Replacement of Palladium Windows	\$150,000	\$0	\$150,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$150,000	\$0
Roberts Road - RECONSTRUCTION	\$1,200,950	\$1,200,950	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,200,950	\$0
Rustic Trail - Rehabilitation (Companion Project to Water Project #10)	\$55,000	\$55,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$55,000	\$0
Water Project 10: Apple Valley Subdivision/Rustic Oaks Subdivisions/ Bills Lane Water Lines - CONSTRUCTION	\$550,000	\$0	\$0	\$0	\$0	\$0	\$0	\$550,000	\$0	\$0	\$0	\$550,000	\$0	\$0
Water Project 8: Install Pressure Relief and Flow Control Valves and Associated Piping - CONSTRUCTION	\$348,000	\$75,000	\$0	\$0	\$0	\$0	\$0	\$273,000	\$0	\$0	\$0	\$0	\$348,000	\$0
WW Project 3 (Partial): Replace 6" and 8" Pipelines on Manning Drive/Vicinity of Pleasant Run and McDonwell - CONSTRUCTION	\$141,000	\$0	\$0	\$0	\$0	\$0	\$0	\$141,000	\$0	\$0	\$0	\$0	\$141,000	\$0
WW Project 4: Remington Park and Clairemont Subdivisions Sewer Line Replacements to Improve Flow - CONSTRUCTION	\$185,000	\$0	\$0	\$0	\$0	\$0	\$0	\$185,000	\$0	\$0	\$0	\$0	\$185,000	\$0
	\$10,811,937	\$3,878,937	\$150,000	\$150,000	\$0	\$342,897	\$0	\$4,724,103	\$1,149,000	\$0	\$417,000	\$0	\$10,811,937	\$0

2019

Bransford (Glade to LD Lockett) (County Project) - Rehabilitation	\$706,000	\$423,600	\$0	\$282,400	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$706,000	\$0
Brighton Oaks - Rehabilitation (Companion Project to Water Project #5)	\$460,000	\$460,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$460,000	\$0
Cheek-Sparger Road (San Bar to Brown Trail) - CONSTRUCTION	\$2,085,395	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,085,395	\$2,085,395	\$0	\$0
Glade Road (Phase 3 - Pool to Heritage) - ReCONSTRUCTION	\$3,530,250	\$0	\$0	\$0	\$0	\$245,223	\$0	\$3,151,027	\$0	\$134,000	\$0	\$0	\$3,530,250	\$0
Montclair (County Project) - Rehabilitation	\$560,000	\$280,000	\$0	\$280,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$560,000	\$0
Update Stormwater Master Plan	\$500,000	\$0	\$0	\$0	\$500,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$500,000	\$0
Water Project 11: Tinker Road Water Lines - DESIGN	\$123,000	\$0	\$0	\$0	\$0	\$0	\$0	\$123,000	\$0	\$0	\$0	\$0	\$123,000	\$0
Water Project 5: Upsize and Replace Water Lines in Brighton Oaks Subdivision - CONSTRUCTION	\$1,515,100	\$0	\$0	\$0	\$0	\$0	\$0	\$1,515,100	\$0	\$0	\$0	\$0	\$1,515,100	\$0
WW Project 5: Quails Path and Chestnut Bend Sewer Line Replacement - DESIGN	\$91,000	\$0	\$0	\$0	\$0	\$0	\$0	\$91,000	\$0	\$0	\$0	\$0	\$91,000	\$0
	\$9,570,745	\$1,163,600	\$0	\$562,400	\$500,000	\$245,223	\$0	\$3,151,027	\$1,729,100	\$134,000	\$0	\$2,085,395	\$9,570,745	\$0

2020

County Project (TBD) - Rehabilitation	\$800,000	\$400,000	\$0	\$400,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$800,000	\$0
Justice Center - Metal Roof Coating	\$167,200	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$167,200	\$167,200	\$0
Quails Path - Rehabilitation (Companion Project to Wastewater Project #5)	\$35,000	\$35,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$35,000	\$0
Tinker (Pleasant Run to Highway 26) - Rehabilitation (Companion Project to Water Project 11)	\$450,000	\$450,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$450,000	\$0
Water Project 11 (Partial): Tinker Road Water Lines - CONSTRUCTION	\$630,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$630,000	\$0	\$0	\$0	\$630,000	\$0
Water Project 12/Partial Woodbriar Estate Water Lines Replacement - DESIGN	\$70,020	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$70,020	\$0	\$0	\$0	\$70,020	\$0
Water Project 3: New Elevated Water Storage Tank and Associated Distribution Lines - DESIGN	\$545,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$545,000	\$0	\$545,000	\$545,000	\$0
Water Project 6: Upsize and Replace Water Lines in Woodbriar Estates and Quail Crest Subdivisions - DESIGN	\$145,000	\$0	\$0	\$0	\$0	\$0	\$0	\$145,000	\$0	\$0	\$0	\$0	\$145,000	\$0
WW Project 1: Replace Sewer Lines in Woodbriar Estates and Quail Crest Subdivisions - DESIGN	\$361,700	\$0	\$0	\$0	\$0	\$0	\$0	\$361,700	\$0	\$0	\$0	\$0	\$361,700	\$0
WW Project 5: Quails Path and Chestnut Bend Sewer Line Replacement - CONSTRUCTION	\$719,000	\$0	\$0	\$0	\$0	\$0	\$0	\$719,000	\$0	\$0	\$0	\$0	\$719,000	\$0
	\$3,922,920	\$885,000	\$0	\$400,000	\$0	\$0	\$0	\$1,925,720	\$0	\$545,000	\$167,200	\$3,922,920	\$0	\$0

Exhibit "A"

2021

Justice Center - HVAC Replacement	\$237,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$237,000	\$237,000	\$0
Justice Center- Carpet & VCT Tile Replacement	\$88,052	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$88,052	\$88,052	\$0
County Project (TBD) - Rehabilitation	\$800,000	\$400,000	\$0	\$400,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$800,000	\$0
Water Project 12/Partial Woodbriar Estate Water Lines Replacement - CONSTRUCTION	\$433,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$433,000	\$0	\$0	\$0	\$433,000	\$0
Water Project 3: New Elevated Water Storage Tank and Associated Distribution Lines - CONSTRUCTION	\$4,500,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,500,000	\$0	\$4,500,000	\$0
Water Project 6: Upsize and Replace Water Lines in Woodbriar Estates and Quail Crest Subdivisions - CONSTRUCTION	\$745,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$745,000	\$0	\$0	\$0	\$745,000	\$0
Woodbriar, Quail Crest Estates - Rehabilitation (Companion Project to Water Projects #6 and 12/Portion and WW Project #1)	\$2,768,000	\$2,768,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,768,000	\$0
WW Project 1: Replace Sewer Lines in Woodbriar Estates and Quail Crest Subdivisions - CONSTRUCTION	\$1,900,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,900,000	\$0	\$0	\$0	\$1,900,000	\$0
	\$11,471,052	\$3,168,000	\$0	\$400,000	\$0	\$0	\$0	\$0	\$3,078,000	\$0	\$4,500,000	\$325,052	\$11,471,052	\$0
	\$45,034,376	\$13,816,837	\$450,000	\$1,906,400	\$500,000	\$588,120	\$100,000	\$8,495,130	\$8,686,320	\$134,000	\$6,532,700	\$3,824,869	\$45,034,376	\$0

UNFUNDED

Acuff Lane - Rehabilitation	\$115,360	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$115,360
Automated Meter Reading (AMR) Advanced Metering Infrastructure (AMI) System Implementation	\$5,000,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,000,000
Bedford Court - Rehabilitation	\$149,209	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$149,209
Bedford Road Bridge - Rehabilitation	\$60,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$60,000
Bedford Road Bridge at Little Bear	\$2,100,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,100,000
Behrens - Rehabilitation	\$392,196	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$392,196
Bettinger Drive- Rehabilitation	\$378,080	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$378,080
Beverly Drive- Rehabilitation	\$222,098	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$222,098
Bill Simmons Rd - Rehabilitation	\$269,867	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$269,867
Bluebonnet Drive - Rehabilitation	\$323,440	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$323,440
Bransford Creek Drainage	\$2,080,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,080,000
Brook Meadows Addition - Rehabilitation	\$404,444	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$404,444
Caldwell Hughes Road - Rehabilitation	\$115,360	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$115,360
Cedar Court - Rehabilitation	\$209,964	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$209,964
Cheek-Sparger Road (SH26 to Heritage - Less Brown to Bedford) - Rehabilitation	\$1,698,222	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,698,222
City Hall - Boiler Replacement	\$107,900	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$107,900
City Hall - Carpet and VCT Tile	\$102,443	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$102,443
City Hall Dumpster Enclosure	\$60,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$60,000
City Hall/Library - HVAC Replacement	\$300,300	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$300,300
Community Home Addition - Rehabilitation	\$262,222	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$262,222
Cooks Lane- Rehabilitation	\$61,653	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$61,653
Cutter Ridge Court - Rehabilitation	\$48,695	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$48,695
Fairway Addition - Rehabilitation	\$351,111	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$351,111
Fire Station 1 Repairs	\$102,954	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$102,954
Fire Station 2 Repairs	\$66,898	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$66,898
Flood Gates Upgrade	\$365,020	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$365,020
Folding Doors- Fire Station #3	\$44,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$44,000
Ford Drive - Rehabilitation	\$22,276	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$22,276
Four-Fold Door Installation at Fire Station #1	\$124,545	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$124,545
Glade Road (Phase 4 - West City Limits to Bransford Road) - ReCONSTRUCTION	\$4,737,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,737,000
Glade Road (Phase 4 - West City Limits to Bransford Road) - ROW Acquisition	\$300,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$300,000
Glade Road Bridge at Trib LB2	\$500,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$500,000
Glade Road Culverts at Bluebonnet Creek	\$536,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$536,000
Hall-Johnson Fire Facility Renovation - Phase 1	\$392,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$392,000
Hall-Johnson Fire Facility Renovation - Phase 2	\$650,720	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$650,720
Heritage Avenue at Little Bear - Drainage	\$2,800,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,800,000
Hidden Acres Subdivision - Rehabilitation	\$280,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$280,000
Highland Acres Subdivision - Rehabilitation	\$806,222	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$806,222
Jackson Creek Drainage Improvements	\$2,500,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,500,000
Jackson Road Bridge	\$3,400,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,400,000
Jackson Road Bridge - Rehabilitation	\$60,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$60,000
Jo Will Street- Rehabilitation	\$186,453	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$186,453
John McCain (Monticello Pkwy to Pleasant Run Rd) - Rehabilitation	\$151,111	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$151,111
John McCain (Williamsburg Court. to Monticello Pkwy) - Rehabilitation	\$302,222	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$302,222
John McCain Box Culvert at White Chapel Creek West	\$250,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$250,000
Leta Lane - Rehabilitation	\$179,840	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$179,840
Library - Carpet and VCT Tile	\$98,055	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$98,055
Library Fountain Repair	\$70,447	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$70,447
Lloyd Circle - Rehabilitation	\$105,964	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$105,964
Maranatha Court - Rehabilitation	\$4,191	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,191
McDonwell School Road - Rehabilitation	\$713,316	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$713,316
Oak Knoll Bridge	\$2,700,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,700,000
Oak Knoll Court - Rehabilitation	\$105,618	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$105,618

Exhibit "A"

Oak Knoll Drive - Rehabilitation	\$871,236	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$871,236
Oak Timbers Court - Rehabilitation	\$148,836	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$148,836
Old Glade Road - Rehabilitation	\$70,667	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$70,667
Patterson Lane - Rehabilitation	\$203,218	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$203,218
Pecan Park Estates Subdivision - Rehabilitation	\$724,444	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$724,444
Pleasant Run Road Bridge at Big Bear	\$3,800,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,800,000
Plymouth Hills Addition - Rehabilitation	\$762,222	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$762,222
Queensbury Way Bridge - Rehabilitation	\$100,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$100,000
Ross Downs Estates - Rehabilitation	\$4,000,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,000,000
Saddlebrook Addition - Rehabilitation	\$667,333	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$667,333
Sand Oak Acres Addition - Rehabilitation	\$864,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$864,000
Service Center - Construction	\$4,500,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,500,000
Shelton - Rehabilitation	\$288,293	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$288,293
Stafford Road - Rehabilitation	\$250,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$250,000
Suellen Circle - Rehabilitation	\$44,373	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$44,373
Tara Plantation Addition - Rehabilitation	\$495,444	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$495,444
Thompson Terrace - Rehabilitation	\$167,378	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$167,378
Van Oaks Drive - Rehabilitation	\$126,720	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$126,720
Waller Lane - Rehabilitation	\$81,600	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$81,600
Water Project 12: Woodbriar Estates Water Lines - DESIGN	\$300,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$300,000
Water Project 12: Woodbriar Estates Water Lines - CONSTRUCTION	\$2,000,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,000,000
Water Project 13: Glade (Oak to Martin) and Gateway/121 Water Lines/Fire Flow Improvements - CONSTRUCTION	\$1,426,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,426,000
Water Project 13: Glade (Oak to Martin) and Gateway/121 Water Lines/Fire Flow Improvements - DESIGN	\$214,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$214,000
Water Project 14: Northwest Area Flow Improvements in High Pressure Plane - CONSTRUCTION	\$1,470,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,470,000
Water Project 14: Northwest Area Flow Improvements in High Pressure Plane - DESIGN	\$220,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$220,000
Water Project 15: Rustic Oaks and Oak Crest Hills Subdivision Fire Flow Improvements - DESIGN/CONSTRUCTION	\$5,389,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,389,000
Water Project 16: Highland Acres Water Line and Fire Flow Improvements - DESIGN/CONSTRUCTION	\$2,264,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,264,000
Water Project 17: Northwest Low Plain Flow Improvements - DESIGN/CONSTRUCTION	\$1,404,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,404,000
Water Project 18: Northern Low Plain Flow Improvements - DESIGN/CONSTRUCTION	\$8,158,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$8,158,000
Water Project 19: Southern Low Plain Flow Improvements - DESIGN/CONSTRUCTION	\$4,094,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,094,000
Water Project 20: Cheek-Sparger (Buckingham to Martin) Water Line Replacement - DESIGN/CONSTRUCTION	\$1,477,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,477,000
Water Project 21: Pool Rd Water Line Velocity Adjust. (and Summertree and Hall-Johnson/Meadowhill Area) - DESIGN/CONSTRUCTION	\$646,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$646,000
Water Project 22: Cotton Belt Trail to Pleasant Run Road Water Line Implementation - DESIGN/CONSTRUCTION	\$1,225,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,225,000
Water Project 23: Low Plain Lines to Provide Looping - DESIGN/CONSTRUCTION	\$1,827,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,827,000
Water Project 24: Southwest Low Plain Flow Improvements - DESIGN/CONSTRUCTION	\$2,567,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,567,000
Water Project 25: Cheshire/Dorset Joint Replacements - DESIGN/CONSTRUCTION	\$1,211,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,211,000
Water Project 26: Bandit/John McCain Decommissioning of 6" and Connect 12" - DESIGN/CONSTRUCTION	\$176,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$176,000
Water Project 27: Colleyville Boulevard Water Line Upsizing - DESIGN/CONSTRUCTION	\$4,570,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,570,000
Wayne Drive - Rehabilitation	\$160,276	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$160,276
Woodland Hills Subdivision - Rehabilitation	\$1,295,667	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,295,667
WW Project 10: Rehab Category 2 Manholes (Phase 1) - DESIGN/CONSTRUCTION	\$710,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$710,000
WW Project 11: Remaining Manhole Assessment Program - DESIGN/CONSTRUCTION	\$277,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$277,000
WW Project 12: Rehab Priority 1 Manholes Identified in Assessment Program - DESIGN/CONSTRUCTION	\$415,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$415,000
WW Project 13: Highland/Pool/Summertree Sewer Line Replacement - DESIGN/CONSTRUCTION	\$1,407,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,407,000
WW Project 14: Sewer Line Renewal Program, Phase 3 - DESIGN/CONSTRUCTION	\$3,304,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,304,000
WW Project 15: Brook Meadows Sewer Line Improvements - DESIGN/CONSTRUCTION	\$758,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$758,000
WW Project 16: Rehab Priority 2 Manholes Identified in Assessment Program - DESIGN/CONSTRUCTION	\$1,416,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,416,000
WW Project 17: Sewer Line Renewal Program, Phase 4 - DESIGN/CONSTRUCTION	\$3,946,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,946,000
WW Project 6: Emerald Park Sewer Line Replacement - DESIGN/CONSTRUCTION	\$800,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$800,000
WW Project 7: Saddlebrook Addition Sewer Line Replacement - DESIGN/CONSTRUCTION	\$790,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$790,000
WW Project 8: Glade/Camelot Sewer Line and Manhole Replacement - DESIGN/CONSTRUCTION	\$412,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$412,000
WW Project 9: Sewer Line Renewal Program, Phase 2 - DESIGN/CONSTRUCTION	\$2,936,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,936,000
	\$114,798,123	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$114,798,123

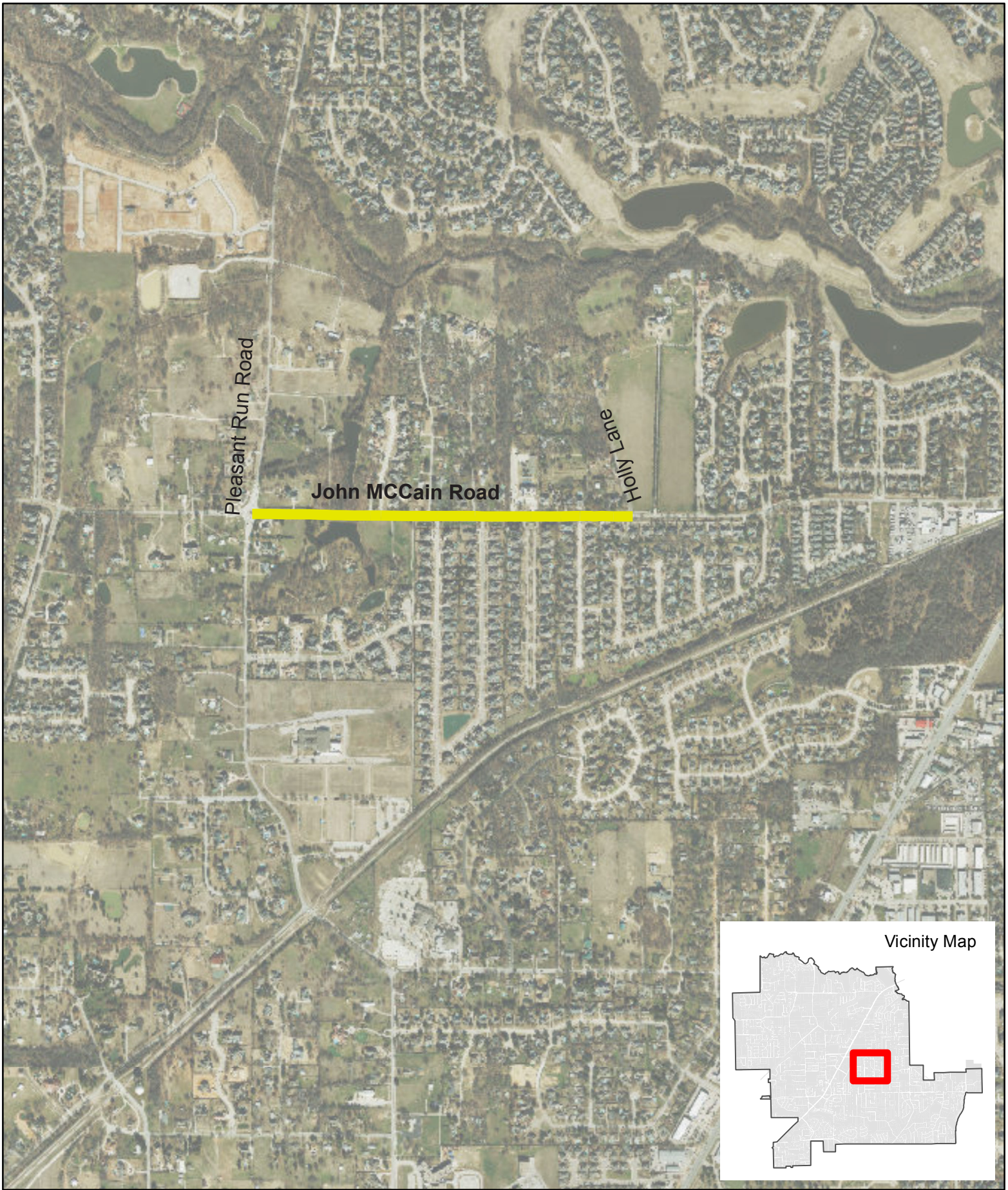


Exhibit 1
John McCain Waterline Upsizing



CONFLICT OF INTEREST QUESTIONNAIRE**FORM CIQ****For vendor doing business with local governmental entity****This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.**

This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor meets requirements under Section 176.006(a).

By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the vendor becomes aware of facts that require the statement to be filed. See Section 176.006(a-1), Local Government Code.

A vendor commits an offense if the vendor knowingly violates Section 176.006, Local Government Code. An offense under this section is a misdemeanor.

OFFICE USE ONLY

Date Received

1/31/2017

1 Name of vendor who has a business relationship with local governmental entity.*A&M Construction & Utilities Inc.*

2 ☐ **Check this box if you are filing an update to a previously filed questionnaire.** (The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date on which you became aware that the originally filed questionnaire was incomplete or inaccurate.)

3 Name of local government officer about whom the information is being disclosed.

N/A None
Name of Officer

4 Describe each employment or other business relationship with the local government officer, or a family member of the officer, as described by Section 176.003(a)(2)(A). Also describe any family relationship with the local government officer. Complete subparts A and B for each employment or business relationship described. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer or a family member of the officer receiving or likely to receive taxable income, other than investment income, from the vendor?

☐ Yes ☒ No

B. Is the vendor receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer or a family member of the officer AND the taxable income is not received from the local governmental entity?

☐ Yes ☒ No

5 Describe each employment or business relationship that the vendor named in Section 1 maintains with a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership interest of one percent or more.

N/A

6 ☐ Check this box if the vendor has given the local government officer or a family member of the officer one or more gifts as described in Section 176.003(a)(2)(B), excluding gifts described in Section 176.003(a-1).

7 *[Signature]*
Signature of vendor doing business with the governmental entity

1/31/17
Date

CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties.
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

OFFICE USE ONLY CERTIFICATION OF FILING

Certificate Number:
2017-160921

Date Filed:
02/01/2017

Date Acknowledged:

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.

A & M Construction and Utilities, Inc.
Rowlett, TX United States

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.

City of Colleyville

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.

R-17-4087

The project consist of replacing an existing 6" water line with approximately 1200 LF of new 12" PVC waterline on the north side of John McCain Road.

4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary
	Banda, Marisela	Rowlett, TX United States	X	
	Banda, Antonio	Rowlett, TX United States	X	

5 Check only if there is NO Interested Party. ☐

6 AFFIDAVIT

I swear, or affirm, under penalty of perjury, that the above disclosure is true and correct.



Antonio Banda
Signature of authorized agent of contracting business entity

AFFIX NOTARY STAMP / SEAL ABOVE

Sworn to and subscribed before me, by the said Antonio Banda, this the 2nd day of Feb., 2017, to certify which, witness my hand and seal of office.

Debra St. John Debra St. John Notary Public
Signature of officer administering oath Printed name of officer administering oath Title of officer administering oath

CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties.
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

**OFFICE USE ONLY
CERTIFICATION OF FILING****1 Name of business entity filing form, and the city, state and country of the business entity's place of business.**

A & M Construction and Utilities, Inc.
Rowlett, TX United States

Certificate Number:
2017-160921

Date Filed:
02/01/2017

Date Acknowledged:
02/02/2017

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.

City of Colleyville

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.

R-17-4087

The project consist of replacing an existing 6" water line with approximately 1200 LF of new 12" PVC waterline on the north side of John McCain Road.

4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary
	Banda, Marisela	Rowlett, TX United States	X	
	Banda, Antonio	Rowlett, TX United States	X	

5 Check only if there is NO Interested Party.☐**6 AFFIDAVIT**

I swear, or affirm, under penalty of perjury, that the above disclosure is true and correct.

Signature of authorized agent of contracting business entity

AFFIX NOTARY STAMP / SEAL ABOVE

Sworn to and subscribed before me, by the said _____, this the _____ day of _____, 20_____, to certify which, witness my hand and seal of office.

Signature of officer administering oath

Printed name of officer administering oath

Title of officer administering oath

STATE OF TEXAS §

Contract

COUNTY OF TARRANT §

JOHN McCAIN ROAD
12" Water Line Improvements

This Contract, made and entered into this _____ day of _____, 20____, by and between the City of Colleyville of Tarrant County, Texas, a municipal corporation, hereinafter called "Owner," and _____, hereinafter called "Contractor."

W I T N E S S E T H:

For and in consideration of the payment, agreements and conditions hereinafter mentioned, and under the conditions expressed in the bonds herein, Contractor hereby agrees to complete the construction of improvements described as follows:

**JOHN McCAIN ROAD
12" Water Line Improvements
(Pleasant Run Road to East of Holly Lane)**

in the City of Colleyville, Texas, and all extra work in connection therewith, under the terms as stated in the Standard Specifications for Public Works and Transportation Construction as it may be amended from time to time (hereinafter called "Standard Specifications"), and under the terms of the Special Provisions of this Contract; and at his, her or their own proper cost and expense to furnish all superintendence, labor, insurance, equipment, tools and other accessories and services necessary to complete the said construction in accordance with all the Contract documents, incorporated herein as if written word for word, and in accordance with the plans, which include all maps, plats, blueprints, and other drawings and printed or written explanatory manner therefore, and the specifications as prepared by **City of Colleyville** hereinafter called Engineer, who has been identified by the endorsement of the Contractor's written proposal, these General Provisions of the Standard Specifications, the Special Provisions of this Contract, the payment, performance, and maintenance bonds hereto attached; all of which are made a part hereof and collectively evidence and constitute the entire Contract.

The Contractor hereby agrees to commence work within ten (10) days from the beginning date of the project as provided in the written Notice to Proceed and to complete the work within **120** calendar days from the beginning date of the project.

The Owner agrees to pay the Contractor in current funds for the performance of the Contract in accordance with the proposal submitted therefore, subject to additions and deductions, as provided therein.

This Contract is entered into subject to the Charter and ordinances of Owner, as they may be amended from time to time, and is subject to and is to be construed, governed, and enforced under all applicable State of Texas and federal laws. Situs of this Contract is agreed to be Tarrant County, Texas, for all purposes including performance and execution.

If any of the terms, sections, subsections, sentences, clauses, phrases, provisions, covenants, or conditions of this Contract is held for any reason to be invalid, void or unenforceable, the remainder of the terms, sections, subsections, sentences, clauses, phrases, provisions, covenants, or conditions of this Contract shall remain in full force and effect and shall in no way be affected, impaired, or invalidated.

Owner reserves the right to terminate this agreement immediately upon breach of any term or provision of this Contract by Contractor; or, if any time during the term of this Contract, Contractor shall fail to commence the work in accordance with the provisions of this Contract or fail to diligently provide Services in an efficient, timely, and careful manner and in strict accordance with the provisions of this Contract or fail to use an adequate number or quality of personnel and equipment to complete the work or fail to perform any of its obligations under this Contract, then Owner shall have the right, if Contractor shall not cure any such default after thirty (30) days written notice thereof, to terminate this Contract and complete the work in any manner it deems desirable, including engaging the Services of other parties therefore. Any such act by Owner shall not be deemed a waiver of any other right or remedy of Owner. If after exercising any such remedy the cost to Owner of the performance of the balance of the work is in excess of that part of the Contract sum which has not theretofore been paid to Contractor hereunder, Contractor shall be liable for and shall reimburse Owner for such excess.

No right or remedy granted herein or reserved to the parties is exclusive of any other right or remedy herein by law or equity provided or permitted; but, each shall be cumulative of every other right or remedy given hereunder. No covenant or condition of this Contract may be waived without consent of the parties. Forbearance or indulgence by either party shall not constitute a waiver of any covenant or condition to be performed pursuant to this Contract.

Contractor's status shall be that of an independent Contractor and not an agent, servant, employee or representative of Owner in the performance of this Contract. No term or provision of, or act of Contractor or Owner under this Contract shall be construed as changing that status.

This Contract embodies the complete agreement of the parties hereto, superseding all oral or written previous and contemporary agreements between the parties relating to

matters herein; and except as otherwise provided herein, cannot be modified without the written agreement of the parties.

Owner and Contractor each bind themselves, their successors, executors, administrators and assigns to the other party to this Contract. Neither Owner nor Contractor will assign, sublet, subContract or transfer any interest in this Contract without the written consent of the other party. No assignment, delegation of duties or subcontract under this Contract will be effective without the written consent of Owner.

It is further agreed that one or more instances of forbearance by the City in the exercise of its rights herein shall in no way constitute a waiver thereof.

{Signature Pages Follow}

IN WITNESS WHEREOF, the parties of these presents have executed this agreement in the year and date first written above.

CONTRACTOR

Company Name

Tax Identification Number:

By _____
Signature

Printed or Typed Name

Printed or Typed Title

CITY OF COLLEYVILLE, TEXAS

ATTEST:

Jennifer Fadden
City Manager

Amy Shelley
City Secretary

APPROVED AS TO FORM:

City Attorney



City of Colleyville City Council Agenda Briefing

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

Agenda Number 4f

Agenda Date 02/07/2017

Number Resolution R-17-4087

Type Resolution

Department Information Services

Title

Approval of a three year Municipal and County Government Enterprise License Agreement (ELA), between the City of Colleyville and the Environmental Systems Research Institute, Inc.(ESRI), in an amount not to exceed \$75,000, and authorize the city manager to execute the agreement

Strategy Map Connection

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

Explanation

Reading and Public Hearing

This item is a three year license agreement between Environmental Systems Research Institute, Inc. (ESRI) and the City of Colleyville in the amount of \$75,000 to be paid annually over a three year period in the amount of \$25,000 as referenced in the attached proposed contract. This contract fee is a fixed price for all small municipalities with 25,000 citizens or less. It is the lowest level Enterprise License Agreement (ELA) available in the local government pricing model used by (ESRI).

The (ESRI) Software platform offers a unique set of capabilities for the City by allowing the user to apply location-based analysis. The City gains tools to analyze and visualize data that can be shared with others via applications, maps, and reports. The City of Colleyville uses (ESRI) software to collect, organize, manage, analyze, communicate, and distribute geographical information and has been a licensee of (ESRI) software since 1996.

The platform is commonly known as our GIS system. Currently, we have an enterprise agreement that enables 50 concurrent employees covering seven different departments. City of Colleyville employees utilize GIS data on a daily basis to enhance work products and create efficiencies. The GIS data is critical to the function of several other City software platforms including, CRW Trakit, VUEworks, and Crimes. These software applications service Community Development, Public Works, Police, Code Enforcement, and Fire. The City also services two web portals, one internal for City employees (<http://maps.colleyville.com>) and one external (<http://colleyville.dfwmaps.com>) hosted by NCTCOG, for distribution of economic development and demographic information to commercial and residential real estate customers. Maps which have been produced by staff through the ESRI platform are

posted online, and are utilized in office spaces and conference rooms throughout the City. City staff currently maintains 85 different layers of data containing items like fire hydrants, street signs, water and sewer lines, addresses, and City parcels as referenced in the attached "GIS layer list". Staff also creates box map books which are delivered to water, sewer, and drainage crews, public safety employees, and meter readers. These box maps provide detailed information that allows employees to locate and provide services to Colleyville households and businesses.

If the City were to leave the current Enterprise License Agreement (ELA) model and move to the single use model of licensing and desired to keep the current level of services, the annual cost would increase to \$55,000 as displayed in the table below. However, the City's current ELA allows the City to streamline service to the employees by building in a robust enterprise service architecture which grants up to 50 users to utilize the application concurrently without any disruption. The current ELA cost has remained at \$25,000 since December 2013.

ESRI	Single Use Model	Qty	Cost	Ent. Model	Current Level
Arc-GIS Server ENT. Stand.	\$ 20,000	1	\$ 20,000	Included Ent.	4
Arc-GIS Standard user (per user concurrent)	\$ 7,000	3	\$ 21,000	Included Ent.	24
Arc-GIS Advanced (1st user)	\$ 14,000	1	\$ 14,000	Included Ent.	1
Annual Cost			\$ 55,000		\$25,000

ESRI is the sole source provider of all small Municipal and County Enterprise License Agreements, as referenced in the attached sole source letter. The city attorney has reviewed the attached sole source letter and the proposed contract. Based on the letter and the provisions of Chapter 252 of the Local Government Code, this purchase is exempt from the competitive bidding requirements of state law as a sole source acquisition.

Staff recommends approval of the contract and authorizing the city manager to execute.

Financial Impact

Funding is available in the miscellaneous contractual services line item of the Information Systems Management GIS Program budget in the amount of \$25,000 annually for a total three year cost of \$75,000.

Recommendation

Approve

Attachments

1. Colleyville ESRI Contract
2. Form 1295
3. CIQ
4. GIS Layer List



December 5, 2016

Chris Pena
City of Colleyville
100 Main St
Colleyville, TX 76034

Dear Chris,

The Esri Small Municipal and County Government Enterprise License Agreement (ELA) is a three-year agreement that will grant your organization access to Esri® term license software on an unlimited basis including maintenance on all software offered through the ELA for the term of the agreement. The ELA will be effective on the date executed and will require a firm, three-year commitment.

Based on Esri's work with several organizations similar to yours, we know there is significant potential to apply geographic information system (GIS) technology in many operational and technical areas within your organization. For this reason, we believe that your organization will greatly benefit from an enterprise license agreement.

An ELA will provide your organization with numerous benefits including:

- A lower cost per unit for licensed software
- Substantially reduced administrative and procurement expenses
- Maintenance on all Esri software deployed under this agreement
- Complete flexibility to deploy software products when and where needed

The following business terms and conditions will apply:

- All current departments, employees, and in-house contractors of the organization will be eligible to use the software and services included in the ELA.
- If your organization wishes to acquire and/or maintain any Esri software during the term of the agreement that is not included in the ELA, it may do so separately at the Esri pricing that is generally available for your organization for software and maintenance.
- The organization will establish a single point of contact for orders and deliveries and will be responsible for redistribution to eligible users.
- The organization will establish a Tier 1 support center to field calls from internal users of Esri software. The organization may designate individuals as specified in the ELA who may directly contact Esri for Tier 2 technical support.
- The organization will provide an annual report of installed Esri software to Esri.

- Esri software and updates that the organization is licensed to use will be automatically available for downloading.
- The organization will act as an Esri reference site and will permit Esri to publicize its use of Esri software and services.
- The fee and benefits offered in this ELA proposal are contingent upon your acceptance of Esri's Small Municipal and County Government ELA terms and conditions.
- Licenses are valid for the term of the ELA.

This program offer is valid for 90 days. To complete the agreement within this time frame, please contact me within the next seven days to work through any questions or concerns you may have. To expedite your acceptance of this ELA offer:

1. Sign and return the whole agreement per the instructions in the terms and conditions.
2. On the first page of the ELA, identify the central point of contact/agreement administrator. The agreement administrator is the party that will be the contact for management of the software, administration issues, and general operations. Information should include name, title (if applicable), address, phone number, and e-mail address.
3. In the purchase order, identify the "Ship to" and "Bill to" information for your organization.
4. Send the purchase order and agreement to the address, email or fax noted below:

Esri
Attn: Customer Service SG-ELA
380 New York Street
Redlands, CA 92373-8100

e-mail: service@esri.com
fax documents to: 909-307-3083

I appreciate the opportunity to present you with this proposal, and I believe it will bring great benefits to your organization.

Thank you very much for your consideration.

Best Regards,

Robyn Garrett
rgarrett@esri.com
704-541-9810 *1-8640



ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE, INC.
3325 Springbank Ln, Ste 200
Charlotte, NC 28226-3343
Phone: (704) 541-9810 Fax: (704) 541-7620
DUNS Number: 06-313-4175 CAGE Code: 0AMS3

*To expedite your order, please attach a copy of
this quotation to your purchase order.
Quote is valid from: 12/05/2016 To: 03/05/2017*

Quotation # 20498528

Date: December 5, 2016

Customer # 212891 Contract #

City of Colleyville
Engineering Dept
100 Main St
Colleyville, TX 76034

ATTENTION: Chris Pena
PHONE: (817) 503-1081
FAX: (817) 577-7564

Material	Qty	Description	Unit Price	Total
110035	1	Populations of 0 to 25,000 Small Government Term Enterprise License Agreement -2017 payment	25,000.00	25,000.00
110035	1	Populations of 0 to 25,000 Small Government Term Enterprise License Agreement -2018 payment	25,000.00	25,000.00
110035	1	Populations of 0 to 25,000 Small Government Term Enterprise License Agreement -2019 payment	25,000.00	25,000.00
			Item Total:	75,000.00
			Subtotal:	75,000.00
			Sales Tax:	0.00
			Estimated Shipping & Handling(2 Day Delivery) :	0.00
			Contract Pricing Adjust:	0.00
			Total:	\$75,000.00

This new three year agreement is to continue the SGEA the City of Colleyville has with Esri. The term date will start on 01/09/2017.

Esri may charge a fee to cover expenses related to any customer requirement to use a proprietary vendor management, procurement, or invoice program.

For questions contact: Robyn Garrett

Email: rgarrett@esri.com

Phone: (704) 541-9810 x8640

The items on this quotation are subject to the terms set forth herein and the terms of your signed agreement with Esri, if any, or, where applicable, Esri's standard terms and conditions at www.esri.com/legal, which are incorporated by reference. Federal government entities and government prime contractors authorized under FAR 51.1 may purchase under the terms of Esri's GSA Federal Supply Schedule. Acceptance is limited to the terms of this quotation. Esri objects to and expressly rejects any different or additional terms contained in any purchase order, offer, or confirmation sent to or to be sent by buyer. All terms of this quotation will be incorporated into and become part of any additional agreement regarding Esri's products and services.

If sending remittance, please address to: Esri, File No. 54630, Los Angeles, Ca 90074-4630

**Esri Use Only:**

Cust. Name _____

Cust. # _____

PO # _____

Esri Agreement # _____

Esri, 380 New York St., Redlands, CA 92373-8100 USA • TEL 909-793-2853 • FAX 909-793-5953

**SMALL ENTERPRISE AGREEMENT
COUNTY AND MUNICIPALITY GOVERNMENT
(E214-1)**

This Agreement is by and between the organization identified in the Quotation ("Licensee") and **Environmental Systems Research Institute, Inc. ("Esri")**.

This Agreement sets forth the terms for Licensee's use of Products and incorporates by reference (i) the Quotation and (ii) the License Agreement. Should there be any conflict between the terms and conditions of the documents that comprise this Agreement, the order of precedence for the documents shall be as follows: (i) the Quotation, (ii) this Agreement, and (iii) the License Agreement. This Agreement shall be governed by and construed in accordance with the laws of the state in which Licensee is located without reference to conflict of laws principles, and the United States of America federal law shall govern in matters of intellectual property. The modifications and additional rights granted in this Agreement apply only to the Products listed in Table A.

Table A
List of Products

Uncapped Quantities**Desktop Software and Extensions**

ArcGIS for Desktop Advanced
ArcGIS for Desktop Standard
ArcGIS for Desktop Basic
ArcGIS for Desktop Extensions: ArcGIS 3D Analyst,
ArcGIS Spatial Analyst, ArcGIS Geostatistical Analyst,
ArcGIS Publisher, ArcGIS Network Analyst, ArcGIS
Schematics, ArcGIS Workflow Manager for Desktop,
ArcGIS Data Reviewer

Server Software and Extensions

ArcGIS for Server Workgroup and Enterprise
(Advanced, Standard, and Basic)
ArcGIS for Server Extensions: ArcGIS 3D Analyst,
ArcGIS Spatial Analyst, ArcGIS Geostatistical Analyst,
ArcGIS Network Analyst, ArcGIS Schematics, ArcGIS
Workflow Manager for Server, ArcGIS Image Extension
for Server

Developer Tools

ArcGIS Engine
ArcGIS Engine Extensions: ArcGIS 3D Analyst, ArcGIS
Spatial Analyst, ArcGIS Engine Geodatabase Update,
ArcGIS Network Analyst, ArcGIS Schematics
ArcGIS Runtime Standard
ArcGIS Runtime Standard Extensions: ArcGIS 3D Analyst,
ArcGIS Spatial Analyst, ArcGIS Network Analyst

Limited Quantities

One (1) Annual Subscription to Esri Developer Network
(EDN) Standard*
One (1) Esri CityEngine Advanced Single Use License
One (1) Esri CityEngine Advanced Concurrent Use License
One (1) Level 2 ArcGIS Online Subscription*
One (1) Level 2 Portal for ArcGIS Subscription*

OTHER BENEFITS

Number of Esri User Conference registrations provided annually	2
Number of Tier 1 Help Desk individuals authorized to call Esri	2
Maximum number of sets of backup media, if requested**	2
Self-Paced e-Learning	Uncapped
Five percent (5%) discount on all individual commercially available instructor-led training classes at Esri facilities purchased outside this Agreement (Discount does not apply to Small Enterprise Training Package.)	

* Maintenance is not provided for these items.

** Additional sets of backup media may be purchased for a fee.

*The quantity of named users and credits are specified in the corresponding program description.

Licensee may accept this Agreement by signing and returning the whole Agreement with a signed sales quotation, purchase order, or other document that matches the Quotation and references this Agreement ("Ordering Document"). **ADDITIONAL OR CONFLICTING TERMS IN LICENSEE'S ORDERING DOCUMENT WILL NOT APPLY, AND THE TERMS OF THIS AGREEMENT WILL GOVERN.** This Agreement is effective as of the date of Esri's receipt of Licensee's Ordering Document incorporating this Agreement by reference, unless otherwise agreed to by the parties ("Effective Date").

Term of Agreement: Three (3) years

This Agreement supersedes any previous agreements, proposals, presentations, understandings, and arrangements between the parties relating to the licensing of the Products. Except as provided in Article 4—Product Updates, no modifications can be made to this Agreement.

Accepted and Agreed:

(Licensee)

By: _____
Authorized Signature

Printed Name: _____

Title: _____

Date: _____

LICENSEE CONTACT INFORMATION

Contact: _____

Telephone: _____

Address: _____

Fax: _____

City, State, Postal Code: _____

E-mail: _____

Country: _____

Quotation Number (if applicable): _____

1.0—ADDITIONAL DEFINITIONS

In addition to the definitions provided in the License Agreement, the following definitions apply to this Agreement:

"Deploy", "Deployed" and "Deployment" mean to redistribute and install the Products and related Authorization Codes within Licensee's organization(s).

"Fee" means the fee set forth in the Quotation.

"Incident" means a failure of the Software or Online Services to operate according to the Documentation where such failure substantially impacts operational or functional performance.

"License Agreement" means (i) the applicable license agreement incorporated by this reference that is found at <http://www.esri.com/legal/software-license>; composed of the General License Terms and Conditions (E204) and Exhibit 1, Scope of Use (E300); and available in the installation process requiring acceptance by electronic acknowledgment or (ii) a signed license agreement between the parties that supersedes such electronically acknowledged license agreement.

"Maintenance" means Tier 2 Support, Product updates, and Product patches provided to Licensee during the Term of Agreement.

"Product(s)" means the products identified in Table A—List of Products and any updates to the list Esri provides in writing.

"Quotation" means the offer letter and quotation provided separately to Licensee.

"Technical Support" means the technical assistance for attempting resolution of a reported Incident through error correction, patches, hot fixes, workarounds, replacement deliveries, or any other type of Product corrections or modifications.

"Tier 1 Help Desk" means Licensee's point of contact(s) to provide all Tier 1 Support within Licensee's organization(s).

"Tier 1 Support" means the Technical Support provided by the Tier 1 Help Desk.

"Tier 2 Support" means the Technical Support provided to the Tier 1 Help Desk when an Incident cannot be resolved through Tier 1 Support. Licensee will receive Tier 2 Support from Esri.

2.0—ADDITIONAL GRANT OF LICENSE

2.1 Grant of License. Subject to the terms and conditions of this Agreement, Esri grants to Licensee a personal, nonexclusive, nontransferable license solely to use, copy, and Deploy quantities of the Products listed in Table A—List of Products for the term provided on the first page (i) for the applicable Fee and (ii) in accordance with the License Agreement.

2.2 Consultant Access. Esri grants Licensee the right to permit Licensee's consultants or contractors to use the Products exclusively for Licensee's benefit. Licensee will be solely responsible for compliance by consultants and contractors with this Agreement and will ensure that the consultant or contractor discontinues use of Products upon completion of work for Licensee. Access to or use of Products by consultants or contractors not exclusively for Licensee's benefit is prohibited. Licensee may not permit its consultants or contractors to install Software or Data on consultant, contractor, or third-party computers or remove Software or Data from Licensee locations, except for the purpose of hosting the Software or Data on Contractor Servers for the benefit of Licensee.

3.0—TERM, TERMINATION, AND EXPIRATION

3.1 Term. This Agreement and all licenses hereunder will commence on the Effective Date and continue for the duration identified in the Term of Agreement, unless this Agreement is terminated earlier as provided herein. Licensee is only authorized to use Products during the Term of Agreement. For an Agreement with a limited term, Esri does not grant Licensee an indefinite or a perpetual license to Products.

3.2 No Use upon Agreement Expiration or Termination. All Product licenses and all Maintenance, Esri Virtual Campus access, and Esri User Conference registrations terminate on expiration or termination of this Agreement.

3.3 Termination for a Material Breach. Either party may terminate this Agreement for a material breach by the other party. The breaching party will have thirty (30) days from the date of written notice to cure any material breach.

3.4 Termination for Lack of Funds. For an Agreement with government or government-owned entities, either party may terminate this Agreement before any subsequent year if Licensee is unable to secure

funding through the legislative or governing body's approval process.

3.5 Follow-on Term. If the parties enter into another agreement substantially similar to this Agreement for an additional term, the effective date of the follow-on agreement will be the day after the expiration date of this Agreement.

4.0—PRODUCT UPDATES

4.1 Future Updates. Esri reserves the right to update the list of Products in Table A—List of Products by providing written notice to Licensee. Licensee may continue to use all Products that have been Deployed, but support and upgrades for deleted items may not be available. As new Products are incorporated into the standard program, they will be offered to Licensee via written notice for incorporation into the Products schedule at no additional charge. Licensee's use of new or updated Products requires Licensee to adhere to applicable additional or revised terms and conditions of the License Agreement.

4.2 Product Life Cycle. During the Term of Agreement, some Products may be retired or may no longer be available to Deploy in the identified quantities. Maintenance will be subject to the individual Product Life Cycle Support Status and Product Life Cycle Support Policy, which can be found at <http://support.esri.com/en/content/productlifecycles>. Updates for Products in the mature and retired phases may not be available. Licensee may continue to use Products already Deployed during the Term of Agreement, but Licensee will not be able to Deploy retired Products.

5.0—MAINTENANCE

The Fee includes standard maintenance benefits during the Term of Agreement as specified in the most current applicable Esri Maintenance and Support Program document (found at <http://www.esri.com/legal>). At Esri's sole discretion, Esri may make patches, hot fixes, or updates available for download. No Software other than the defined Products will receive Maintenance. Licensee may acquire maintenance for other Software outside this Agreement.

a. Tier 1 Support

1. Licensee will provide Tier 1 Support through the Tier 1 Help Desk to all Licensee's authorized users.

2. The Tier 1 Help Desk will be fully trained in the Products.
3. At a minimum, Tier 1 Support will include those activities that assist the user in resolving how-to and operational questions as well as questions on installation and troubleshooting procedures.
4. The Tier 1 Help Desk will be the initial points of contact for all questions and reporting of an Incident. The Tier 1 Help Desk will obtain a full description of each reported Incident and the system configuration from the user. This may include obtaining any customizations, code samples, or data involved in the Incident. The Tier 1 Help Desk may also use any other information and databases that may be developed to satisfactorily resolve the Incident.
5. If the Tier 1 Help Desk cannot resolve the Incident, an authorized Tier 1 Help Desk individual may contact Tier 2 Support. The Tier 1 Help Desk will provide support in such a way as to minimize repeat calls and make solutions to problems available to Licensee.
6. Tier 1 Help Desk individuals are the only individuals authorized to contact Tier 2 Support. Licensee may change the Tier 1 Help Desk individuals by written notice to Esri.

b. Tier 2 Support

1. Tier 2 Support will log the calls received from Tier 1 Help Desk.
2. Tier 2 Support will review all information collected by and received from the Tier 1 Help Desk including preliminary documented troubleshooting provided by the Tier 1 Help Desk when Tier 2 Support is required.
3. Tier 2 Support may request that Tier 1 Help Desk individuals provide verification of information, additional information, or answers to additional questions to supplement any preliminary information gathering or troubleshooting performed by Tier 1 Help Desk.
4. Tier 2 Support will attempt to resolve the Incident submitted by Tier 1 Help Desk.
5. When the Incident is resolved, Tier 2 Support will communicate the information to Tier 1 Help Desk, and Tier 1 Help Desk will disseminate the resolution to the user(s).

6.0—ENDORSEMENT AND PUBLICITY

This Agreement will not be construed or interpreted as an exclusive dealings agreement or Licensee's endorsement of Products. Either party may publicize the existence of this Agreement.

7.0—ADMINISTRATIVE REQUIREMENTS

7.1 OEM Licenses. Under Esri's OEM or Solution OEM programs, OEM partners are authorized to embed or bundle portions of Esri products and services with their application or service. OEM partners' business model, licensing terms and conditions, and pricing are independent of this Agreement. Licensee will not seek any discount from the OEM partner or Esri based on the availability of Products under this Agreement. Licensee will not decouple Esri products or services from the OEM partners' application or service.

7.2 Annual Report of Deployments. At each anniversary date and ninety (90) calendar days prior to the expiration date of this Agreement, Licensee will provide Esri with a written report detailing all Deployments. Upon request, Licensee will provide records sufficient to verify the accuracy of the annual report.

8.0—ORDERING, ADMINISTRATIVE PROCEDURES, DELIVERY, AND DEPLOYMENT

8.1 Orders, Delivery, and Deployment

- a. Upon the Effective Date, Esri will invoice Licensee and provide Authorization Codes to activate the nondestructive copy protection program that enables Licensee to download, operate, or allow access to the Products. If this is a multi-year Agreement, Esri may invoice the Fee thirty (30) calendar days before the annual anniversary date for each additional year.
- b. Undisputed invoices will be due and payable within thirty (30) calendar days from the date of invoice. Esri's federal ID number is 95-2775-732.
- c. If requested, Esri will ship backup media to the ship-to address identified on the Ordering Document, FOB Destination, with shipping charges prepaid. Licensee acknowledges that should sales or use taxes become due as a result of any shipments of tangible media, Esri has a right to invoice and Licensee will pay any such sales or use tax associated with the receipt of tangible media.

8.2 Order Requirements. Esri does not require Licensee to issue a purchase order. Licensee may submit a purchase order in accordance with its own process requirements, provided that if Licensee issues a purchase order, Licensee will submit its initial purchase order on the Effective Date. If this is a multi-year Agreement, Licensee will submit subsequent purchase orders to Esri at least thirty (30) calendar days before the annual anniversary date for each additional year.

- a. All orders pertaining to this Agreement will be processed through Licensee's centralized point of contact.
- b. The following information will be included in each Ordering Document:
 - (1) Licensee name; Esri customer number, if known; and bill-to and ship-to addresses
 - (2) Order number
 - (3) Applicable annual payment due

9.0—MERGERS, ACQUISITIONS, OR DIVESTITURES

If Licensee is a commercial entity, Licensee will notify Esri in writing in the event of (i) a consolidation, merger, or reorganization of Licensee with or into another corporation or entity; (ii) Licensee's acquisition of another entity; or (iii) a transfer or sale of all or part of Licensee's organization (subsections i, ii, and iii, collectively referred to as "Ownership Change"). There will be no decrease in Fee as a result of any Ownership Change.

- 9.1 If an Ownership Change increases the cumulative program count beyond the maximum level for this Agreement, Esri reserves the right to increase the Fee or terminate this Agreement and the parties will negotiate a new agreement.
- 9.2 If an Ownership Change results in transfer or sale of a portion of Licensee's organization, that portion of Licensee's organization will transfer the Products to Licensee or uninstall, remove, and destroy all copies of the Products.
- 9.3 This Agreement may not be assigned to a successor entity as a result of an Ownership Change unless approved by Esri in writing in advance. If the assignment to the new entity is not approved, Licensee will require any successor entity to uninstall, remove, and destroy the Products. This Agreement will terminate upon such Ownership Change.

CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties.
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

**OFFICE USE ONLY
CERTIFICATION OF FILING****1 Name of business entity filing form, and the city, state and country of the business entity's place of business.**

Environmental Systems Research Institute, Inc.
Redlands, CA United States

Certificate Number:
2016-145949

Date Filed:
12/13/2016

Date Acknowledged:
01/06/2017

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.

City of Colleyville Engineering Dept.

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.

Esri Quote 20498528 -12/5/2016
Small Government Term Enterprise License Agreement

4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary
	Jack and Laura Dangermond Trust	Redlands, CA United States	X	

5 Check only if there is NO Interested Party.☐**6 AFFIDAVIT**

I swear, or affirm, under penalty of perjury, that the above disclosure is true and correct.

Signature of authorized agent of contracting business entity

AFFIX NOTARY STAMP / SEAL ABOVE

Sworn to and subscribed before me, by the said _____, this the _____ day of _____,
20_____, to certify which, witness my hand and seal of office.

Signature of officer administering oath

Printed name of officer administering oath

Title of officer administering oath

CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 1

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Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

OFFICE USE ONLY CERTIFICATION OF FILING

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Redlands, CA United States

Certificate Number:
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Esri Quote 20498528 -12/5/2016
Small Government Term Enterprise License Agreement

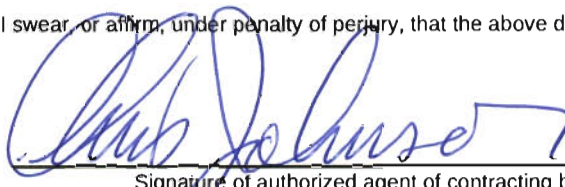
4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary
	Jack and Laura Dangermond Trust	Redlands, CA United States	X	

5 Check only if there is NO Interested Party.

☐

6 AFFIDAVIT

I swear, or affirm, under penalty of perjury, that the above disclosure is true and correct.


Signature of authorized agent of contracting business entity
Chris Johnson - Manager, Commercial & Government Contracts

AFFIX NOTARY STAMP / SEAL ABOVE

Please see attached

Sworn to and subscribed before me, by the said _____, this the _____ day of _____, 20_____, to certify which, witness my hand and seal of office.

Signature of officer administering oath

Printed name of officer administering oath

Title of officer administering oath

CALIFORNIA JURAT WITH AFFIANT STATEMENT

GOVERNMENT CODE § 8202

- ☒ See Attached Document (Notary to cross out lines 1–6 below)
☐ See Statement Below (Lines 1–6 to be completed only by document signer[s], *not* Notary)

Signature of Document Signer No. 1

Signature of Document Signer No. 2 (if any)

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California

County of San Bernardino

Subscribed and sworn to (or affirmed) before me

on this 15 day of December, 2016,
by Date Month Year

(1) _____ Chris Johnson _____

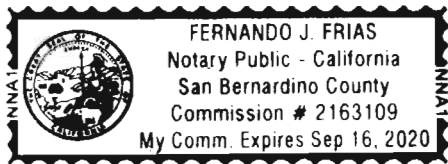
(and (2) _____),

Name(s) of Signer(s)

proved to me on the basis of satisfactory evidence
to be the person(s) who appeared before me.

Signature Jack G. Smith

Signature of Notary Public



Seal
Place Notary Seal Above

OPTIONAL

Though this section is optional, completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

Description of Attached Document

Title or Type of Document: _____ Document Date: _____

Number of Pages: _____ Signer(s) Other Than Named Above: _____

CONFLICT OF INTEREST QUESTIONNAIRE
For vendor doing business with local governmental entity

FORM CIQ

This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.

This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor meets requirements under Section 176.006(a).

By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the vendor becomes aware of facts that require the statement to be filed. See Section 176.006(a-1), Local Government Code.

A vendor commits an offense if the vendor knowingly violates Section 176.006, Local Government Code. An offense under this section is a misdemeanor.

OFFICE USE ONLY

Date Received

1/6/2017

1 Name of vendor who has a business relationship with local governmental entity.

Environmental Systems Research Institute, Inc. (Esri)

- 2** ☐ Check this box if you are filing an update to a previously filed questionnaire. (The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date on which you became aware that the originally filed questionnaire was incomplete or inaccurate.)

3 Name of local government officer about whom the information is being disclosed.

N/A

Name of Officer

4 Describe each employment or other business relationship with the local government officer, or a family member of the officer, as described by Section 176.003(a)(2)(A). Also describe any family relationship with the local government officer. Complete subparts A and B for each employment or business relationship described. Attach additional pages to this Form CIQ as necessary.

Esri does not have any business relationships with any local government officer or family member of an officer.

A. Is the local government officer or a family member of the officer receiving or likely to receive taxable income, other than investment income, from the vendor?

☐ Yes

☐ No

B. Is the vendor receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer or a family member of the officer AND the taxable income is not received from the local governmental entity?

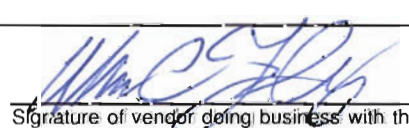
☐ Yes

☐ No

5 Describe each employment or business relationship that the vendor named in Section 1 maintains with a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership interest of one percent or more.

Esri does not have any business relationships with any local government officer or family member of an officer

- 6** ☐ Check this box if the vendor has given the local government officer or a family member of the officer one or more gifts as described in Section 176.003(a)(2)(B), excluding gifts described in Section 176.003(a-1).

7 

Signature of vendor doing business with the governmental entity

DEC 16 2016

Date

GIS Layer List

Community Development	Emergency Management	Public Works
Zoning	Siren Buffer Map	Adopt A Street
Zoning SUP	Evacuation Routes	CIP Projects
Future Land Use	DFW Airport (5 Mile Buffer)	Clean Sweep Routes
Parcel	Grapevine Sirens	Commercial Impervious Areas
Addresses	Hazmat Transportation Routes	Concrete Street Subs
Extraterritorial Jurisdiction	Gas & Oil Pipeline	Emerg Interconnects
Colleyville Blvd. Corridor	Vulnerable Facilities	Fittings
Possible Development Areas	Emergency Gates	High Pressure Iso Valves
Sales Tax Preferred Intersection	Fire ND junctions	High Pressure Plane
TIFF	Fire Station Grid	Hydrants
Master Thoroughfare	Public Safety Mapsco Grid	Low Water Crossing
	Narrow Streets Map	Meters
Parks	NEFDA Stations	Mosquito Testing location
City Parks	Station Coverage	Outfalls
Private Parks	Storm Shelters	Pavement Edges
City Park Trees		Line Repair locations
City Park Assets	Police	Residential Impervious Areas
City Parks Parking	Code ENF	Sewer Lines
Historical Sites	DDAC	Sewer Points
Sidewalks	Districts	Street Signs
Trails	SO Layer	Storm Lines
Trail Gateways	Lock Box	Storm Points
NCTCOG grant Trails		Street Sweep Zones
Adopt A Park	City General	Tanks and Towers
Contract Mowing Tracts	Current Fiber map	Traffic Count Segments
Mowing Park Land	Future Fiber Map	Utility Grid
	Trash Recycle	Valves Maintenance program
Library	Building Footprint	Water Valves
Various Event Maps	Street Center Lines Charter	Water Conservation Signs
Annual Card Usage	Financial Disclosure	Water Lines
Out of City Usage		Water Meter Routes
		Water Cycle



City of Colleyville City Council Agenda Briefing

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

Agenda Number 5a

Agenda Date 02/07/2017

Number Ordinance O-17-2005

Type Ordinance

Department Community Development

Title

Consideration of amendments to the City of Colleyville comprehensive plan, Case GC16-024

Strategy Map Connection

B2- Proactively seek process improvements and sustainable solutions

Explanation

First Reading and Public Hearing

The update to Colleyville's comprehensive plan, *Destination Colleyville*, was completed over the course of approximately two years. The project was launched in February of 2014, and final adoption was completed on December 15, 2015. The process was built upon community feedback, first and foremost, with guidance and direction provided throughout the process by the City Council, the Planning and Zoning Commission, and the Comprehensive Plan Advisory Committee. The updated comprehensive plan serves as an update/amendment to the City's previous *Colleyville Plan*, which was adopted in 2004. Although the vision and many of the policies of the *Colleyville Plan* were carried over to *Destination Colleyville*, the updated plan provides a fresh look at the City and provides innovative approaches to the City's development and function that adapt to community preferences and needs.

Destination Colleyville provides a vision for the future of Colleyville through 2035. Although the plan will be updated before 2035, it is important to maintain a long range perspective with a comprehensive plan in order to anticipate the future needs of the community and guide development and City operations accordingly.

2016 Amendments: In May 2016, City Council directed staff to begin the process of amending the Comprehensive Plan, *Destination Colleyville*. Following this direction, the firm of Freese and Nichols Inc. was selected as the consultant to assist staff with the amendment process. On July 27, 2016, the City Council held a worksession to discuss the necessary amendments and provided staff and the consultant team with direction for moving the item forward. At the July meeting, the consultant requested comments from Councilmembers in an effort to identify the necessary changes, revisions, and key themes to be addressed as part of the amendment process. Following the worksession, comments and revisions were received from both Mayor Newton and Mayor Pro Tem Putnam. Staff provided the comments and revision markups to the consultant team who began revising the *Destination Colleyville* document based on all comments that

were received and the Council's feedback from the July worksession. On December 14, 2016 a second worksession was held with the City Council to review the first draft of revisions to the plan, and to collect additional comments and feedback.

At this time the consultant team has completed a total of 80 revisions on 38 pages within the *Destination Colleyville* document. These revisions include direction from City Council at the July 27, 2016 worksession, review comments from Mayor Newton and Mayor Pro Tem Putnam, comments and feedback from the December 14, 2016 City Council worksession, and recommendations from the Planning and Zoning Commission meeting held on January 9, 2017. A summary of these changes has been created and is included as an attachment to this briefing. The affected pages have also been amended with the proposed changes highlighted and marked (red-lined) for ease of review. These pages have been isolated from the entire document and are also included as an attachment for review.

Proposed Changes: The proposed amendments were classified into six themes which include:

- Density – changing from 'gross' to 'net' density
- Transitional Areas – eliminating any reference pertaining to transitional areas
- Existing Neighborhoods – adding language identifying a priority to protect the integrity and character of existing neighborhoods
- Re-zonings – setting a policy for City initiated re-zonings based on developed conditions
- Private Parks – acknowledging that private parks do not count toward public park needs
- Clarifications – other amendments to provide added clarification

Public Notification: Staff published notifications in the *Fort Worth Star-Telegram* as required by State law and the Land Development Code. Additionally, staff published information on City social media sites, placed notifications in the January mailing of the City water bill, and on the City's website. Staff has received no correspondence to date. There were no citizens present wishing to speak at the January 9, 2017 Planning and Zoning Commission meeting.

Planning and Zoning Commission Recommendation: The Planning and Zoning Commission recommended approval of this item at the January 9, 2017 meeting by a vote of 6-0, with the following recommendations:

1. Revise numbers in the fourth paragraph to reflect updated net density calculations. Strike 492.7 and replace with "418.8". Strike 0.77 square miles and replace with "0.65" square miles. (Page 14)
2. Revise the last sentence of Note: 1 to read as follows: "This reduction is made by removing right-of-ways from the acreage calculation." (Page 15)

3. Revise number 4 in the "City Services & Facilities Chapter 7" column to read as follows: "Proactively support efforts to implement economical, efficient, and effective initiatives to improve City services." (Page 28)
4. Revise the sixth bullet point in the call-out box to read as follows: "Mixed-use developments – 16 percent (16%) of respondents felt that mixed-use areas were definitely needed, 31 percent (31%) felt they were somewhat needed, 36 percent (36%) felt they were not needed, and 17 percent (17%) had no opinion." (Page 38)
5. Revise the last sentence in the second paragraph by replacing "into" with "in". (Page 68)
6. Revise the entire document by replacing all references to the term "right-of-way" with "right-of-ways" where a plural context exists.
7. Revise the second sentence in the first bullet point by replacing "Southwest" with "Southeast." (Page 71)
8. Revise number 4 to read as follows: "Heritage Avenue and Cheek-Sparger Road intersection – work with the City of Euless and/or the City of Bedford as needed to make improvements as appropriate when necessary." (Page 71)
9. Revise number 4 to read as follows: "...and to the west along Big Bear Creek to potentially connect to the Cottonbelt Trail along Colleyville Boulevard." (Page 80)
10. Revise Action 6-2A by striking the words "Consider PUD-R or overlay zoning" and revising the sentence to read as follows: "Implement consistent standards for new neighborhoods." (Page 86)
11. Revise Action 6-6 by revising the end of the second sentence to read as follows: "...and leads to higher levels of community interaction." (Page 87)
12. Revise Action 6-10 by replacing "should" with "are required to" (Page 89)
13. Revise the sixth bullet point to read as follows: "Reflect and support the City's objectives to be a good steward of the environment, considering the costs and benefits of environmental decisions." (Page 95)
14. Revise the second sentence in Action 7-15 to read as follows: "This could include an assessment of the City's Land Development Code related to green building practices." (Page 110)
15. Revise the first sentence of the first paragraph to read as follows: "Destination Colleyville proposes to maintain the residential density policies of the 2004 Colleyville Plan of 1.8 dwelling units per acre. Therefore..." (Page 115)

16. Strike the fifth paragraph in its entirety and create a new paragraph with the following sentence: "Since 1998, all subsequent Colleyville Master Plans have reinforced this density standard." (Page 115)
17. Add an additional bullet to the "Commercial" section to read as follows: "Ensure environmental concerns are included in the Land Development Code, to limit development that may significantly harm the environment." (Page 154)
18. Revise the seventh bullet in the "Residential" section to read as follows: "Implement consistent standards for new neighborhoods." To reflect the recommended changes on page 86. (Page 154)
19. Revise Action 6.2A to read as follows: "Implement consistent standards for new neighborhoods." (Page 170)
20. Add an additional action item: Action 6.11 to read as follows: "Ensure environmental concerns are included in the Land Development Code, to limit development that may significantly harm the environment." (Page 170)
21. Staff shall review and confirm all zoning standards listed in "Table 12.1 Current Zoning Regulations" of Appendix B are accurate reflections of the current regulations. Staff is to brief the Commission should any changes be required. (Page 195)
22. The Planning and Zoning Commission supports the recommendation to remove Appendix A and B from the Comprehensive Plan and to serve as stand-alone documents. The Planning and Zoning Commission requested an action plan from staff related to the management of the documents and subsequent updates.

Recommendation: Staff recommends approval of the proposed amendments.

Financial Impact

There is no financial impact to the City.

Recommendation

Approve

Attachments

1. Comprehensive Plan Table of Changes
2. Comprehensive Plan Revisions/Redlines
3. Mayor Newton's Comments
4. Mayor Pro-Tem Putnam's Comments
5. December 14, 2016 Worksession Presentation
6. Comprehensive Plan - Hyperlink
7. Ordinance O-17-2005

Table of Comprehensive Plan Changes

2/7/2017

Page	Change (Blue Text = P&Z Edit from 1/9/2017)	Source
vii	1. Added comments into Executive Summary regarding protecting neighborhoods.	Mayor's markups and the July Council workshop discussion
14	2. Deleted reference to the old plan, because it created confusion and is unnecessary, since the calculation is spelled out. 3. <u>Revised numbers in the fourth paragraph to reflect updated net density calculations. Deleted 492.7 and replace with "418.8". Also, deleted 0.77 square miles and replace with "0.65" square miles.</u>	Mayor's markups and the July Council workshop discussion & comments from the January 9, 2017 P&Z Meeting
15	4. Updated the population forecast. Removed 15% of the developable acreage to accommodate for right-of-way. 5. Removed mathematical calculation for density. 6. Added text to clarify the projection does not include the redevelopment of existing large lots. 7. <u>Revised the last sentence of Note: 1 to read as follows: "This reduction is made by removing right-of-ways from the acreage calculation."</u>	Mayor's markups and the July Council workshop discussion & the December Council Meeting & comments from the January 9, 2017 P&Z Meeting
28	8. Added items #4 and #5 under Chapter 6. 9. Added text to clarifying landscaping for public land and common areas. 10. <u>Revised number 4 in the "City Services & Facilities Chapter 7" column to read as follows: "Proactively support efforts to implement economical, efficient, and effective initiatives to improve City services."</u>	Staff/Consultant Follow-Up Change & the December Council Meeting & comments from the January 9, 2017 P&Z Meeting
29	11. Added "net density" text to Chapter 9 goal.	Mayor's markups and the July Council workshop discussion
38	12. Added Precinct Line Road and S.H. 121 to Action 4-3. 13. Deleted "and other appropriate locations." 14. <u>Revised the sixth bullet point in the call-out box to read as follows: "Mixed-use developments – 16.0 percent of respondents felt that mixed-use areas were definitely needed; 31 percent felt somewhat needed; 36 percent felt not needed; and 17 percent had no opinion."</u>	Mayor's markups and the July Council workshop discussion & the December Council Meeting & comments from the January 9, 2017 P&Z Meeting
47	15. Added Glade Road to list of roadways containing signature elements.	Staff/Consultant Follow-Up Change
61	16. Statement about Land Development Code has been amended.	Mayor's markups and the July Council workshop discussion
68	17. Added a statement about character and integrity. 18. Added statement about existing character. 19. <u>Revised the last sentence in the second paragraph by replacing "into" with "in".</u>	Mayor's markups and the July Council workshop discussion & comments from the January 9, 2017 P&Z Meeting
70	20. Updated acreages for net density. 21. Updated text to clarify 1.8 acres for net density.	Mayor's markups and the July Council workshop discussion
71	22. Changed non-residential to intensity of commercial development. 23. Added statement to #4 about character of existing road design 24. Added item #5. 25. <u>Revised the second sentence in the first bullet point by replacing "Southwest" with "Southeast."</u> 26. <u>Revised number 4 to read as follows: "Heritage Avenue and Cheek-Sparger Road intersection – work with the City of Euless and/or the City of Bedford as needed to make improvements as appropriate when necessary."</u>	Mayor's markups and the July Council workshop discussion & the December Council Meeting & comments from the January 9, 2017 P&Z Meeting
73	27. Added the total net acres for Neighborhood Area 2.	Staff/Consultant Follow-Up Change

Table of Comprehensive Plan Changes

2/7/2017

74	28. Added item #7.	Mayor's markups and the July Council workshop discussion
76	29. Added the total net acres and total lots for Neighborhood Area 3.	Staff/Consultant Follow-Up Change
77	30. Added item #3.	Mayor's markups and the July Council workshop discussion
79	31. Added the total net acres and total lots for Neighborhood Area 4.	Staff/Consultant Follow-Up Change
80	32. Add additional language to the end of #4 and correct south to west. 33. Added item #5. 34. Added the total net acres and total lots for Neighborhood Area 5. 35. Revised number 4 to read as follows: "...and to the west along Big Bear Creek to potentially connect to the Cotton Belt Trail along Colleyville Boulevard."	Staff/Consultant Follow-Up Change & the December Council Meeting & comments from the January 9, 2017 P&Z Meeting
82	36. Added item #4.	Mayor's markups and the July Council workshop discussion
84	37. Updated the net density. 38. Added the total net acres and total lots for Neighborhood Area 6. 39. Delete McDonnell School Road to be extended to Cutter Ridge Court. 40. Deleted "and MTP connectivity recommendations."	Staff/Consultant Follow-Up Change & the December Council Meeting
85	41. Added item #2. 42. Add sentence emphasizing policy doesn't allow for higher density residential development as existing neighborhoods redevelop.	Mayor's markups and the July Council workshop discussion
86	43. Added Action 6-2A. 44. Revised Action 6-2A by striking the words "Consider PUD-R or overlay zoning" and revising the sentence to read as follows: "Implement consistent standards for new neighborhoods."	Mayor's markups and the July Council workshop discussion & comments from the January 9, 2017 P&Z Meeting
87	45. Added verbiage about withstanding test of time. 46. Added placeholder image. 47. Revised Action 6-6 by revising the end of the second sentence to read as follows: "...and leads to higher levels of community interaction."	Mayor's markups and the July Council workshop discussion & comments from the January 9, 2017 P&Z Meeting
88	48. Underlined sentence about reducing cul-de-sacs. 49. Made a callout box for reducing cul-de-sacs. 50. Added language to 6-7 about trees.	Mayor's markups and the July Council workshop discussion
89	51. Added policy related to tree canopies and quality landscaping. 52. Revised Action 6-10 by replacing "should" with "are required to" 53. Added an additional action item: Action 6.11 to read as follows: "Ensure environmental concerns are included in the Land Development Code, to limit development that may significantly harm the environment."	Mayor's markups and the July Council workshop discussion & comments from the January 9, 2017 P&Z Meeting
95	54. Updated text related to private parks and the level of service (LOS). 55. Revised the sixth bullet point to read as follows: "Reflect and support the city's objectives to be a good steward of the environment, considering the costs and benefits of environmental decisions."	Mayor's markups & comments from the January 9, 2017 P&Z Meeting
96	56. Updated Table 7.1 based on new population projection. 57. Updated Table 7.1 to remove grand totals, since they are no longer applicable.	Staff/Consultant Follow-Up Change & the December Council Meeting
109	58. Updated Action 7-14 to clarify low impact development (LID).	Mayor's markups and the July Council workshop discussion
110	59. Updated Action 7-14 to clarify low impact development (LID). 60. Revised the second sentence in Action 7-15 to read as follows: "This could include an assessment of the City's Land Development Code related to green building practices."	Mayor's markups and the July Council workshop discussion & comments from the January 9, 2017 P&Z Meeting

Table of Comprehensive Plan Changes

2/7/2017

115	61. Updated residential density discussion to clarify net versus gross. 62. Removed text regarding Transitional Areas. 63. Revised the first sentence of the first paragraph to read as follows: "Destination Colleyville proposes to maintain the residential density policies of the 2004 Colleyville Plan of 1.8 dwelling units per acre. Therefore..." 64. Deleted the fifth paragraph in its entirety and created a new paragraph with the following sentence: "Since 1998, all subsequent Colleyville Master Plans have reinforced this density standard."	Mayor's markups and the July Council workshop discussion & the December Council Meeting & comments from the January 9, 2017 P&Z Meeting
116	65. Removed text regarding Transitional Areas.	July Council workshop discussion
119	66. Added bullet point about open space adjacent to roads.	Mayor's markups and the July Council workshop discussion
123	67. Added Mixed-use to the land use types. 68. Added bullet point addressing relocation of utilities 69. Deleted the word "single" to clarify the beautification project was the "most important."	Mayor's markups and the July Council workshop discussion & the December Council Meeting
124	70. Deleted Transitional Areas text box.	Staff/Consultant Follow-Up Change
130	71. Added text to clarify the plan contains action, rather than Appendix A.	Staff/Consultant Follow-Up Change
136	72. Removed text regarding Transitional Areas. 73. Softened language from shall to recommend.	December Council Meeting & the December Council Meeting
137	74. Added Figure 9.4a.	Staff/Consultant Follow-Up Change
154	75. Updated Table 10.1: Added proactive rezonings, added text to recommend revising the LDC, and added text for floodplain regulations. 76. Added an additional bullet to the "Commercial" section to read as follows: "Ensure environmental concerns are included in the Land Development Code, to limit development that may significantly harm the environment." 77. Revised the seventh bullet in the "Residential" section to read as follows: "Implement consistent standards for new neighborhoods." To reflect the recommended changes on page 86.	Staff/Consultant Follow-Up Change & comments from the January 9, 2017 P&Z Meeting
170	78. Updated Table 10.3: Added recommended actions to match revisions. 79. Revised Action 6.2A to read as follows: "Implement consistent standards for new neighborhoods." 80. Added an additional action item: Action 6.11 to read as follows: "Ensure environmental concerns are included in the Land Development Code, to limit development that may significantly harm the environment."	Staff/Consultant Follow-Up Change & comments from the January 9, 2017 P&Z Meeting

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DESTINATION COLLEYVILLE - EXECUTIVE SUMMARY

Colleyville is one of the premier places to live in the greater Dallas-Fort Worth (DFW) Metroplex. The city is well known for its great neighborhoods, excellent schools, and well-maintained parks and amenities, all located with convenient access to regional employment destinations such as DFW International Airport, Downtown Fort Worth, Las Colinas, and Downtown Dallas.

This comprehensive plan reflects the vision for the Colleyville of tomorrow. It has been crafted from community input over the course of more than a year. It builds on the strengths of the city today and identifies the framework for key decisions and actions that will guide Colleyville over the next two decades to make that vision become a reality.

The Colleyville community recognizes and cherishes the strengths of the city and wants to preserve and enhance those qualities. The community wants to make Colleyville the destination of choice for those seeking a vibrant place to live, work, or play with a high quality of life. A key strength of Colleyville is the high quality, low density neighborhoods. A goal of the plan is to define strategies to protect and maintain the quality and character of those neighborhoods. It is recognized that there will be tremendous pressure to redevelop them into higher density housing that will not distinguish Colleyville from its neighbors. This plan reinforces and builds on the principles and values that have historically guided decisions in the city, but it also updates policies on new topics since the previous plan's adoption.

Destination Colleyville contains the following framework that encompasses the goals and policies of the Plan:

- Preservation of neighborhoods.
- Enhancing Colleyville's economic resilience.
- Creating a connected Colleyville.
- Enhancing Colleyville's character and brand.
- Securing the economic spine of the city.
- Enhancing amenities and services.

The Plan then translates these framework principles into key goals for economic stability, transportation, housing and neighborhoods, City services and facilities, future land use, and character and placemaking. Each of these elements includes goals, policies, actions and benchmarks which are based on Colleyville's unique context and community input.

More specifically, this Plan details the future vision for Colleyville Boulevard. Colleyville Boulevard is not only the city's main economic engine, but is also the key to defining the character of Colleyville. It provides access to entertainment and boutique retail destinations, as well as meeting the day-to-day needs of the residents who live in the city. One of the major goals of this comprehensive plan update is to address the redevelopment and enhancement of properties along Colleyville Boulevard to create a cohesive development character, while recognizing key nodes or areas as special places with greater concentration of commercial/retail uses in a more pedestrian-friendly context.

This Plan emphasizes implementation as a key for its success. Implementation in the Plan's context is aligning the policies in this plan with the city's regulatory, infrastructure, operational, and fiscal tools. In moving forward, this Plan and associated principles and goals help the community prioritize the city's actions in addressing its many competing needs and requests. *Destination Colleyville* guides the city into its bright future, setting the stage for continued success.

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Further, the plan projected that the city's annual growth rate would slow to 1.25 percent during the years 2011 through 2015, decrease even further to 0.75 percent for the years 2016 through 2020, and decrease further to 0.50 after 2020. During the past five years (2010 to 2014), the city's actual annual growth rate was 0.81 percent.

With fixed boundaries and an increasingly limited amount of land remaining available for development, Colleyville is getting closer to its maximum population.

Population Estimate

While it would be easy to simply utilize the estimate that was contained in The Colleyville Plan (2004-2025), there have been many changes in the city that have occurred since then. First is that the city, like the rest of the country, has been impacted by a significant recession. While this may not have had as great of an impact on Texas cities as elsewhere, it has resulted in changes in consumer preferences (regarding housing, debt, driving and commuting preferences, among others). The city has also had 10 additional years of development which means there is less land available for development. Therefore, it was determined that

an analysis, using a similar methodology as was used in *The Colleyville Plan* (2004-2025), would further quantify the city's maximum population.

First, areas within the city that had sufficient acreage (approximately 3 acres or larger) and characteristics for potential redevelopment were identified. These areas equaled about 418.8 acres or 0.65 square miles out of 13.10 square miles. Second, an analysis of both the city's current Future Land Use Map (adopted 2004) and the draft Future Land Use Map contained within this plan were undertaken. Both maps identified that a majority of these potential areas are classified as single-family detached residential.

~~In The Colleyville Plan (2004-2025), the low and high estimates were calculated using an average residential density factor of 1.8 (base estimate) and 3.5 dwelling units per acre (high estimate). The estimate below was (see Table 2.1, Population Forecast) prepared using the following calculation:~~

$$[(\text{acres}) \times (\text{net density}) \times (\text{occupancy rate}) \times (\text{household size})] + [(\text{vacant platted lots}) \times (\text{household size})] + (\text{current population estimate}) = \text{population forecast}$$



Population growth stabilizes as the city has fewer and fewer parcels remaining for development.

COLLEYVILLE 2035 COMPREHENSIVE PLAN

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Blue text and red strikethrough indicate proposed amendments.

Yellow highlight indicates revisions based on December 14, 2016 City Council worksession.

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The result indicates that the city could reach a population of ~~27,943~~ 27,518 people depending on the development that occurs over the next 20 years and beyond. The city can feasibly accommodate this population growth by utilizing sound land use planning and associated implementation tools. The differences in population should not have a significant impact on the city's ability to provide services or meet infrastructure needs.

Table 2.1, Population Forecast

Net Acreage ¹	Net Density ²	Vacant Platted Lots ³	Household Size ⁴	Occupancy Rate ⁵	Projected Maximum Population ⁶
492.7 418.8 +/-	1.8	600	2.88	96.9%	27,943 27,518 people

Notes:

¹ The identified acreage is based on an analysis of property that is of sufficient size, shape, and characteristics to be potentially redeveloped during this planning horizon. A 1.5 percent reduction to the gross acreage has been applied to calculate net acreage. This reduction is made by removing rights-of-ways from the acreage calculation. ~~for rights-of-ways.~~

~~² A net density of 1.8 dwelling units per acre produces 24,200 square foot lots.~~

³ Is an approximate estimate of residentially zoned and platted lots that are currently vacant or under construction.

⁴ Household size is from the U.S. Census Bureau 2010 Decennial Census: *Profile of General Population and Housing Characteristics: 2010*.

⁵ Occupancy Rate is from the U.S. Census Bureau 2010 Decennial Census: *Profile of General Population and Housing Characteristics: 2010*.

⁶ The projected maximum population is derived by adding the estimated increase in population to the current population of 23,740 people. The population projection does not consider the redevelopment of existing large lots.

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Housing & Neighborhoods Chapter 6



Goals:

Preserve high quality, established neighborhoods with an emphasis on large lots and natural settings with a “country feel.”

Connect neighborhoods and provide high quality amenities.

Policies

1. Preserve neighborhood character and quality.
2. Enhance neighborhood-level amenities and connectivity such as pocket parks, sidewalks, and trails.
3. Require new neighborhood developments to demonstrate and contribute to Colleyville’s character.
4. Ensure tree canopies and quality landscaping are created and maintained on public land and common areas.
5. Maintain “current built” density or less in existing neighborhoods as redevelopment occurs.

Benchmarks

- Improved access to neighborhood-level park improvements.
- Increased number and quality of neighborhood-level amenities and connections (ex. trails).

City Services & Facilities Chapter 7



Goal:

Maintain an exceptional system of City services and facilities that is technologically current, efficient, and responsive to the needs of the Colleyville community.

Policies

1. Continue to maintain and improve the City’s facilities as appropriate.
2. Continue proactive and effective public services to ensure the public health, safety, and welfare of the Colleyville community.
3. Provide and maintain a well-planned and fiscally sustainable public infrastructure.
4. Proactively support efforts to implement economical, efficient, and effective initiatives to improve City services, promote green initiatives for fiscal resilience.

Benchmarks

- Additional facility improvements completed.
- Maintained a minimum 90 percent level of satisfaction among the community with City services.
- Maintained or improved current response times for Police and Fire services.
- Additional infrastructure improvements completed.

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Future Land Use Chapter 8



Goal:

Maintain the integrity of the existing land uses by ensuring the Future Land Use Plan map and categories reflect the land use mix and character of desired development.

Policies

Establish appropriate future land use categories in the City's Future Land Use Map (FLUM):

- Residential
- Commercial
- Institutional
- Parks and Open Space
- Colleyville Boulevard Corridor (CBC)

Character & Placemaking Chapter 9



Goal:

Ensure high quality neighborhood design at a net density of 1.8 dwelling units per acre or less that positively contributes to surrounding neighborhoods and the country character of Colleyville.

Enhance the city's commercial corridors to make them unique destinations – specifically Colleyville Boulevard and Precinct Line Road – by creating a unique design aesthetic that sets these corridors apart from adjoining communities and continues to attract destination commercial uses.

Policies

1. Preserve the “country-feel” of roadways.
2. Ensure compatibility of new neighborhoods with existing neighborhoods and connectivity with adjoining developments where appropriate.
3. Create a plan to coordinate the public realm and private development standards for the Colleyville Boulevard Corridor with a strong and unique sense of place that transforms the Corridor into a true destination.
4. Create a unique commercial corridor for Precinct Line Road.

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Figure 4.4. Businesses Needed in Colleyville

As part of the city-wide survey administered during this comprehensive planning process, participants identified the following types of businesses that were needed in the city. These expressed “needs” by community residents can contribute to additional sales tax dollars and revenues for the city.

- **Small retail stores / boutiques** – 48.3 percent of respondents felt that more small retail / boutique stores were definitely needed (15%) or somewhat needed (33.3%).
- **Medium-sized retail stores** – 77.7 percent of respondents felt that medium-sized retail stores were definitely needed (34.0%) or somewhat needed (43.7%).
- **Large retail stores** – 56.1 percent of respondents felt that large retail stores were definitely needed (30.6%) or somewhat needed (25.5%).
- **Professional services** – 42.5 percent of respondents felt that additional professional services (e.g., medical, legal, health, beauty, etc.) were definitely needed (10.2%) or somewhat needed (32.3%). Conversely, almost 40 percent felt that more of these services were not needed.
- **Sit-down restaurants** – 85.2 percent of respondents felt that additional sit-down restaurants were definitely needed (45.2%) or somewhat needed (40.0%). Conversely, 50.4 percent felt that more fast food services were not needed.
- **Mixed-use developments** – 16.0 percent of respondents felt that mixed-use areas were definitely needed; 31 percent felt somewhat needed; 36 percent felt not needed; and 17 percent had no opinion. (16.2%) or somewhat needed (30.8%).

Source: Community responses from the 2014 city-wide opinion survey

Policy: Recruit – Continue to promote Colleyville as an excellent and convenient place to locate a business.

Businesses are attracted to locations that are vibrant and offer a high standard of living for their management and staff. Businesses with specialized professional staff, in particular, favor walkable and vibrant locations that help them attract top talent. Colleyville can readily be promoted as a place where it is easy to live, work, play, and stay. The City’s neighborhoods and schools are already top-notch and can help recruit businesses to the City in conjunction with the City’s incentive policy and Economic Development Strategic Plan.

There are limited locations within the City for new, quality, commercial development. It will be imperative to ensure that the City can maximize this new commercial development potential to the extent possible. Details on the design and quality considerations are included in Chapter 9.

- **Action 4-3: Continue to pursue new commercial development in the Colleyville Boulevard Corridor, Precinct Line Road, and S.H. 121, and other appropriate locations.**

Pursuing new, quality, commercial development in the Colleyville Boulevard Corridor, specifically at the Northern Gateway, and the Precinct Line Road Corridor, is a priority to increase commercial tax base, and to reduce retail sales leakage to other cities within the region. Catalyst’s assessment identified the capacity for an additional 303,000 square feet of retail goods and services by 2024 (see Figure 4.4. *Businesses Needed in Colleyville* on the left).

Historically, the City has absorbed an average of 6,000 square feet of professional office space and current absorption is close to 15,000 square feet with vacancy near 7%. Additional opportunities in Colleyville would be for boutique corporate headquarters. Overall, forecasts show that demand for quality office will continue to increase. The addition of quality professional office uses will not only capitalize on the areas available highly educated workforce but also provide additional daytime visitors that can increase sales at Colleyville’s stores and restaurants.

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Character of Streets

The community identified the country character associated with driving along roads within and throughout Colleyville as one of the community's key strengths. The old county roadway system that previously existed in most of the neighboring communities eventually gave way to multi-lane improvement projects. However, in Colleyville, significant sections of the old county roadway system have been retained and generally function today as

the collector streets. Many of the existing roadways in the city contain signature elements (e.g., mature trees, rural fencing, open swales, etc.) that create a unique character which sets Colleyville apart from many of the surrounding communities. See Figure 5.1, *Existing Streets With Character*. Some of these streets include sections of Pleasant Run Road, Cheek-Sparger Road, Jackson Road, Oak Knoll Drive, Westcoat Drive, Bransford Road, [Glade Road](#), John McCain Road, and McDonnell School Road.

Figure 5.1. Examples of Existing Streets With Character



Fencing and open space as signature elements



Mature trees and no curbing as signature elements



Open swales and no curbing as signature elements



Fencing and woodlands as signature elements

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During the planning process, the Colleyville community frequently noted their appreciation for the roundabouts that have been installed in recent years, and asked that those improvements continue. The photo depicts the roundabout installed at the intersection of Glade and Pool Roads.

Policy: Explore opportunities to improve connectivity within and between neighborhoods and developments (especially along the Colleyville Boulevard Corridor and adjoining neighborhoods).

As Colleyville developed, many neighborhoods were built with only one or two vehicular access points and frequently lacked vehicular connections to nearby neighborhoods. In recent years, many newer developments have been built in the same manner, forcing all traffic out to the nearby collectors or arterials. In places where higher capacity collectors and arterials are available, this may be acceptable. However, with the desire to maintain a rural character in Colleyville, this design arrangement simply increases the burden on the city's collectors and arterials. Similarly, many commercial developments were designed without internal connectivity to adjacent parcels. [The Land Development Code has been amended to ensure internal connectivity and cross access for all new development.](#)

In addition, there is increasing desire on the part of Colleyville residents to be able to walk or ride a bicycle to nearby destinations. Access to sidewalks and trails for both recreation and mobility is becoming an important element of quality of life for many communities, especially for Colleyville. The Colleyville community has expressed this desire repeatedly, going back to the 1998 Plan, The Colleyville Plan (2004– 2025), and most recently as part of the 2011 Parks, Recreation & Open Space Master Plan.

Given the narrow pavement sections and the desire to maintain the rural character of drainage swales along many streets, the preferred solution to improve connectivity for both bicyclists and pedestrians is to expand the city's system of trails that parallel many streets. These trails are typically 10-feet wide and can carry low to medium volumes of both bicyclists and pedestrians concurrently (as long as high-speed bicycle travel is not anticipated). Since there is a growing interest in walking and bicycling, every neighborhood in Colleyville should have comfortable and appealing options for users to walk or ride to nearby destinations.

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DESTINATION COLLEYVILLE

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Housing and Neighborhoods

Colleyville is widely known for the high quality of its neighborhoods. Colleyville residents enjoy quiet internal neighborhood streets with little traffic, mature trees, extensive green areas, nearby parks and other amenities, and access to some of the best schools in the entire DFW Metroplex region. The city's crime rate is extraordinarily low, and residents can also rest assured that their investment in their property will retain its value over the years. As a result, Colleyville continues to be one of the most desired places to live.

The character of the existing neighborhoods can be defined by the width of its streets, the size and number of trees, size of the front yards, sidewalks, and neighborhood amenities such as parks and trails, which all culminate into the creation of a true sense of place. Retaining the value and quality of neighborhoods is one of the single most important priorities of the Colleyville community.

Since much of the city consists of existing residential neighborhoods, Colleyville's long-term future is inextricably tied to its housing quality and conditions. In the 1970's areas of high density zoning were approved. However, these areas have developed at a much lower density. In order to preserve these neighborhoods, the City must have a policy to rezone the higher density zoning designations to a lower density which is consistent with the built conditions. If a policy is not implemented, these areas may redevelop at a higher density, thereby destroying the character and quality of the neighborhood. While one challenge is to protect and preserve existing neighborhoods, another is to ensure future housing further strengthens the city's status in the DFW Metroplex region. In the city's mature existing neighborhoods, housing exhibits a rural character accessed by rural roadways. In these areas, increased access to quality-of-life amenities (e.g., improved walkability, recreation, etc.) is important. In new neighborhoods, tree preservation, high quality layout and design should be a minimum requirement to ensure that these important amenities are considered while creating neighborhoods that have a sense of character. Each of these

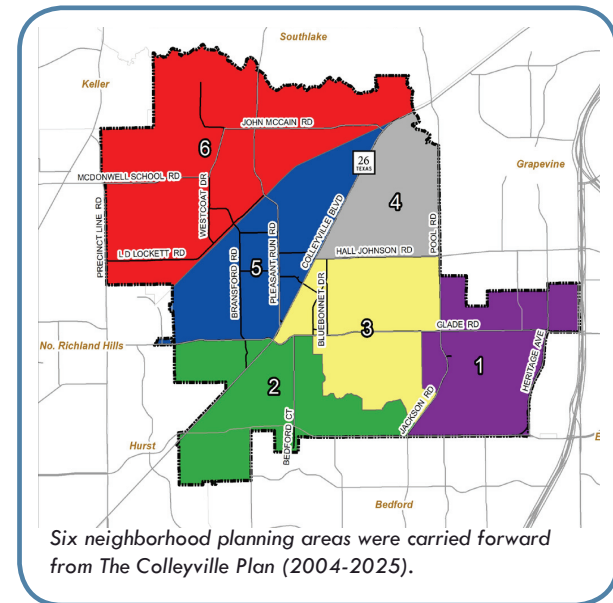
considerations, if done well, strengthens the character of the city which is so important to the Colleyville community.

Neighborhood Planning Areas

During the planning process for The Colleyville Plan (2004-2025), the city was divided into six neighborhood planning areas to help facilitate participation and planning. The boundaries of the six planning areas were chosen based on the service areas of the existing homeowner associations, as well as physical features such as major streets, railroads, and creeks.

Destination Colleyville uses the same six neighborhood planning areas to facilitate discussions and develop strategies to enhance neighborhoods in all parts of the city.

Figure 6.1. Six Neighborhood Planning Areas



PRESERVING NEIGHBORHOOD INTEGRITY

Preservation of the existing neighborhood character is a top priority should redevelopment occur.

Protection of the character and integrity of existing neighborhoods should be ensured by the promotion of future development that is compatible with existing neighborhoods.

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Southeast Colleyville - Neighborhood Area 1

Placement in the Community

Southeast Colleyville occupies the southeast quadrant of the city. Bounded by Cheek-Sparger Road to the south, Jackson and Pool Roads to the west, State Highway (SH) 121 and Heritage Avenue to the east, and the city limits with Grapevine to the north and east, Southeast Colleyville totals approximately 1,213 acres (1.9 square miles) or 14.3 percent of the overall land area of Colleyville. With the development of the Heritage Avenue tract into single family homes, most of Southeast Colleyville is developed.

During the planning process for the comprehensive plan, feedback from focus groups comprised of residents of this area noted the convenience of living here, with easy access to SH 121 and also to commercial areas along Colleyville Boulevard. The major issue for the area is traffic congestion along Glade Road and Cheek-Sparger Road, and occasional periodic traffic delays generated by other users in the area (e.g., churches).

Character and Form

The following descriptions provide a summary of the character, development pattern, transportation and connectivity, and parks, recreation and open space in Southeast Colleyville.

- **General character.** Small portions of this area can be characterized as fairly typical suburban style developments. However, these developments transition to portions of Southeast Colleyville that are among the most beautiful in all of Colleyville. Home styles vary from older 1970's ranch style homes to large mansions with extensive open space and attractive front yards. Several gated communities exist in the area along Martin Parkway

and Jackson Road. Much of the area drains to tributaries of Little Bear Creek, and as a result the area is heavily wooded with stands of large mature trees. This wooded character is extremely appealing and is one of the distinguishing aspects of much of Southeast Colleyville. Private ponds which are visible from the area's public streets also contribute to the lush, luxurious feel of the area.

- **Development Pattern.** Approximately 90 percent¹ of this area is comprised of existing single family residences, with the remaining 10 percent consisting of commercial and institutional uses. Residential lot sizes vary from estate-sized lots along drainage tributaries of Little Bear Creek, to garden home-sized lots north of Glade Road and west of Heritage Avenue. Development patterns transition from freeway commercial uses at Glade Road and SH 121, to garden residential lots near Heritage Avenue and Glade Roads, finally to larger lots further to the west and throughout the remainder of Southeast Colleyville. Residential uses in the area total ~~1,112~~ **945 net** acres and 1,707 lots, yielding a residential **net** density² of **1.8** ~~approximately 1.54~~ dwelling units per acre³.
- **Transportation and Linkages.** Glade Road and Cheek-Sparger Road are the primary east-west minor arterials in the area. Heritage Avenue, Martin Parkway, and Jackson Road are the primary north-south roadways for this area. Apart from the four-lane sections of Glade Road and Heritage

¹ Existing residential percentage for each neighborhood area includes all areas within residential and agricultural zoning districts and includes rights-of-way and parks.

² **Net density is calculated by removing 1.5 percent of the gross area for right-of-way.**

³ Residential density is calculated by dividing the total number of residential lots (occupied and vacant) in the neighborhood by the total land area in the neighborhood in residential or Agricultural zoning district categories.

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Avenue at the commercial areas near SH 121, most streets in the area, including arterial, are two-lane roadways.

- **Parks, Recreation, and Open Space.** Southeast Colleyville has several private parks but no public parkland. The open parkland behind the Senior Center in South ~~east~~west Colleyville provides the main park space for this area. A total of 46 acres of private parkland are contained in the area, however, much of this private parkland is fenced and restricted to specific neighborhoods or homes. Some residents of the area have access to Melrose Park, which is a large private neighborhood park located on Martin Parkway. With the exception of wide sidewalks along a portion of Glade Road and Heritage Avenue, leading to the middle school and high school, the area has no existing public trails. Private recreational trails can be found in Melrose Park, as well as in privately shared open space east of Martin Parkway.

Key Current and Future Considerations for Southeast Colleyville

- The commercial areas between SH 121 and Heritage Avenue are vital to the overall fiscal health of the city. They are the only freeway-oriented properties in the city, and have no direct residential adjacencies. As such, the intensity of development directly adjacent to SH 121 should be maintained and even increased where appropriate. ~~Non-residential~~ Intensity of commercial development densities can decrease closer to Heritage Avenue, but should still remain among the highest in the city.
1. Roadway improvements are discussed in the Transportation section of this plan. However,

Southeast Colleyville residents have expressed their desire that Glade Road remain two lanes, with the exception of upgrades at intersections to improve traffic flow. Any improvements to Cheek-Sparger Road should carefully consider the character of the roadway. For both roads, shoulder improvements for roadway safety and traffic flow improvements at key intersections should be considered, where and when feasible.

2. No public park improvements are currently slated for this area. However, future park improvements in the city's park land adjacent to the Senior Center will be needed to provide public facilities for residents of Southeast Colleyville.
3. Sections of ~~eight- to 10-foot wide~~ trails exist along the north parkway of Glade Road between Pool Road and Heritage Avenue. Filling trail gaps along this section of Glade Road should be planned in order to enhance connections to area schools, retail and dining closer to SH 121. However, these enhancements should be done in a manner that maintains the character of the existing road design.
4. Heritage Avenue and Cheek-Sparger Road intersection – work with the City of Euless and/ or the City of Bedford as needed to make improvements as appropriate when necessary.
5. Protect the integrity of existing neighborhoods by promoting future development that is compatible with the surrounding development patterns and development character.

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Southwest Colleyville - Neighborhood Area 2

Placement in the Community

Southwest Colleyville occupies the southwest corner of Colleyville, and is generally bounded by Glade Road and Little Bear Creek to the north, Cheek-Sparger Road to the south, Jackson Road to the east, and Colleyville Boulevard to the west. A portion of Southwest Colleyville neighborhood area is west of Colleyville Boulevard and extends to Precinct Line Road which is the city limits with Hurst. Southwest Colleyville totals approximately 1,292 acres (2.02 sq. miles) or 15.3 percent of the overall land area of Colleyville.

Feedback from focus groups comprised of residents of this neighborhood area noted the high quality of their neighborhoods and, with this area's proximity to Colleyville Boulevard, the relative convenience and accessibility to other areas of the city.

Character and Form

- **General character.** While more than three-quarters residential, this area also has some non-residential uses extending along Colleyville Boulevard. The area is traversed by Little Bear Creek and consequently includes significant green spaces. Bedford Road, which crosses Little Bear Creek, is representative of the characteristic beautiful Colleyville thoroughfare, with large trees and a classic rural feel along much of the roadway in this area.
- **Development Pattern.** Southwest Colleyville is essentially completely developed, with only a few lots remaining open for development. The area is approximately 83 percent existing residential uses (911.5 net acres) with 1,718 lots. This neighborhood has a net density of approximately ~~1.60~~ 1.9

dwelling units per acre. Lots in the area are still generally below average in size, ranging from 10,000 to 15,000 square feet in size.

- **Transportation and Linkages.** Glade Road and Cheek-Sparger Road are the only east-west minor arterials in the area. Colleyville Boulevard, Precinct Line Road, Bedford Road, and Brown Trail are the only major north-south roadways in the area. With an eventual six lanes, Colleyville Boulevard has significant capacity to handle the traffic needs of the area. However, getting to Colleyville Boulevard is through a two lane section of Cheek-Sparger Road between Oakbriar Lane and Colleyville Boulevard.
- **Parks, Recreation, and Open Space.** This area has a higher percentage of public parkland than any other in the city. The Colleyville Nature Center and Sparger Park take advantage of their pristine locations adjacent to Little Bear Creek and are major amenities for the area. Woodbriar Neighborhood Park provides amenities south of Cheek-Sparger Road, and all neighborhoods in this area have close access to parks. Trails can be found in both parks, and older private trails along Cheek-Sparger Road point to future trail possibilities that mimic the public trail across Cheek-Sparger Road in Bedford.

Key Current and Future Considerations for Southwest Colleyville

1. Redevelopment of the existing commercial lands between Colleyville Boulevard and Felps Drive will most likely occur in the future, and should be encouraged to bring additional destination value to Colleyville Boulevard. The buffering of residential

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areas east of Felps Drive should be incorporated into any redevelopment plans for the area. More compact and walkable non-residential development should be encouraged for other tracts along Colleyville Boulevard, and should take advantage of the desire to be close to Colleyville Downs Shopping Center.

patterns and development character.

2. Neighborhood-scale retail and office uses should be encouraged at the southern corners of Cheek-Sparger Road and Bedford Road, with adequate buffering provided where residential adjacencies occur.
3. Proposals for development of floodplain lands on the north side of Little Bear Creek between Colleyville Boulevard and Bedford Road should be carefully evaluated for their potential impact on area flooding and the beautiful creek environment. The loss of creek environment could impact the value of nearby residential areas.
4. Evaluate options to improve traffic flow along Cheek-Sparger Road between Bedford Road and Colleyville Boulevard, including improving the intersection of Bedford Road and Cheek-Sparger Road. Consider improvements as appropriate along Cheek-Sparger Road between Colleyville Boulevard and Brown Trail (San Bar Lane to Oakbriar Lane).
5. Trail linkages between the Nature Center and Sparger Park would create a unique amenity for this neighborhood area and should be a high-priority focus. These trail linkages could use natural paving materials in keeping with the character of the area.
6. Explore ways to widen and enhance the existing trails on the south side of Cheek-Sparger Road in partnership with the City of Bedford.
7. Protect the character and integrity of existing neighborhoods by promoting future development that is compatible with the surrounding development.

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South Central Colleyville - Neighborhood Area 3

Placement in the Community

Neighborhood Area 3 (South Central Colleyville) focuses on a central area of the city, east of Colleyville Boulevard. It extends from Pool Road on the east, the centerline of Little Bear Creek and Jackson Road on the south, Colleyville Boulevard on the west, and Hall-Johnson Road to the north. This area is key to the future of Colleyville, since it contains commercial areas along the Colleyville Boulevard Corridor. South Central Colleyville totals approximately 1,248 acres (1.95 sq. miles) or 14.7 percent of the overall land area of Colleyville.

Feedback from focus groups comprised of residents of this neighborhood area noted the quality and love for their neighborhoods. They expressed the desire to ensure that the character of major streets in the area, such as Glade Road, is not lost due to roadway improvements to increase traffic flow.

Character and Form

- **General character.** Much of this neighborhood area has a large estate lot feeling to it. The area also includes significant commercial development along Colleyville Boulevard. Residential areas along Little Bear Creek, with forest-like stands of mature trees, are among the most scenic and beautiful areas in the entire city. Preservation of the existing neighborhood character should be a top priority should redevelopment occur.
- **Development Pattern.** As is the case in other areas, South Central Colleyville is essentially completely developed, with only a few lots remaining to be developed. The area is approximately 90 percent existing residential uses, which is the third highest ratio of residential to non-residential in the city. This neighborhood has ~~an approximate a net~~ density of ~~1.00~~ 1.2 dwelling units per acre, ~~with 954.7 net~~

residential acres and 1,124 lots. A significant number of large estate-sized lots can be found along Oak Knoll Drive, other streets south of Glade Road, and along Montclair Drive and Bluebonnet Drive north of Glade Road.

- **Transportation and Linkages.** Glade Road and Hall-Johnson Road are the only major east-west arterials in the area, and they link this neighborhood area to commercial developments along Colleyville Boulevard. Colleyville Boulevard and Pool Road provide major north-south access north of Glade Road, and are supplemented by Riverwalk Drive and Montclair Drive in the area. South of Glade Road, Jackson Road, Martin Parkway, and Heritage Avenue all provide adequate north-south connectivity given the low density of the area.
- **Parks, Recreation, and Open Space.** South Central Colleyville has only one public open space, at the Senior Center along Glade Road, and no significant private parks. Although it is located in Southwest Colleyville, nearby Sparger Park also serves this area. Open spaces at the Colleyville Center also have potential to address quasi-parkland needs for this area. Trails can be found in Sparger Park, at the Senior Center, and along Church Street and Riverwalk Drive. Trails along Glade Road stop at Pool Road and do not extend westward into this area.

Key Current and Future Considerations for South Central Colleyville

1. Though not yet realized, pedestrian and bicycling connections between this area and the major retail, dining, and entertainment uses along Colleyville Boulevard are vital and highly desired. Efforts to

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provide these connections, while preserving the area's existing character and large trees, should be a priority.

2. Intersection, and ingress/egress, and other improvements along Glade Road as planned should continue to improve traffic flow. Preservation of mature trees should be prioritized and may require unique design solutions.
3. Protect the character and integrity of existing neighborhoods by promoting future development that is compatible with the surrounding development patterns and development character.



The Colleyville Senior Center is one of the amenities serving the Colleyville community in South Central Colleyville (Neighborhood Area 3).

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Northeast Colleyville - Neighborhood Area 4

Placement in the Community

Occupying the northeastern portion of the city, Neighborhood Area 4 (Northeast Colleyville) encompasses the area north of Hall-Johnson Road, east of Colleyville Boulevard, west of Pool Road and south of Big Bear Creek. Northeast Colleyville totals approximately 793 acres (1.24 sq. miles) or 9.4 percent of the overall land area of Colleyville.

Feedback from focus groups comprised of residents of this neighborhood area were concentrated on issues dealing with the future development of large rural tracts along Colleyville Boulevard, and the interest in trail connections to Big Bear Creek.

Character and Form

- **General character.** This area is characterized by more traditional suburban residential neighborhoods. Lot sizes in this area might be considered large in other communities but are on the smaller side for Colleyville. Neighborhoods range in age from more mature developments that have been in place for more than 30 years, to newer areas around Kimzey Park that were developed within the last 10 to 15 years. With the exception of the visual open space provided by Bluebonnet Hills at the corner of Hall-Johnson Road and Colleyville Boulevard and a portion of Big Bear Creek north of Kimzey Park, this area has no significant open space features. Neighborhoods have attractive mature trees that add character and value to properties in the area.
- **Development Pattern.** While still largely developed, Northeast Colleyville does have some large remaining undeveloped areas along Colleyville Boulevard. Northeast Colleyville is approximately 81 percent existing residential uses, which is the lowest ratio of residential to

non-residential in the city. This neighborhood has a net density of 1.9 dwelling units per acre, with 545.9 net residential acres and 1,022 lots. ~~At approximately 1.59 dwelling units per acre, this area has the highest overall density of single family residential in the city.~~

This area incorporates extensive commercial properties along Colleyville Boulevard. Many of these commercial and industrial type uses can be redeveloped in the future.

- **Transportation and Linkages.** Hall-Johnson Road is the only major east-west minor arterial in the area, and provides the only direct link to commercial areas along Colleyville Boulevard. Colleyville Boulevard and Pool Road provide major north-south access, with no other continuous north-south roads in the area. Apart from Tarrant Lane, Industrial Boulevard and Oak Pointe Drive provide limited road connections between area neighborhoods and the commercial destinations along Colleyville Boulevard. However, the bulk of the residents to go south to Hall-Johnson Road or north along Pool Road to access signalized intersections at Colleyville Boulevard.
- **Parks, Recreation, and Open Space.** Kimzey Park in the northern tip of this area and the playground facilities at Glenhope Elementary School provide the only public park and playground services for residents of this area. A small private park with a pond and walking trail located south of Independence Street provides park access to nearby residents. Natural areas along small portions of Big Bear Creek which are within Colleyville are found in this area. Apart from walking trails located in Kimzey Park, the area has no significant publicly accessible trails.

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Key Current and Future Considerations for Northeast Colleyville

1. Promote the development of a unique walkable commercial site at the Northern Gateway, an undeveloped 23 acre tract across from John McCain Road and Colleyville Boulevard. Ensure that adequate buffering/transitions between the development and adjacent residential areas is incorporated.
2. To provide a stronger and more sustainable economic foundation for the city, encourage the redevelopment of older commercial and industrial uses along Colleyville Boulevard into high quality commercial and service destinations. Where feasible, make these walkable.
3. Create additional pedestrian and bicycling connections between neighborhoods in this area and the major retail, dining, and entertainment uses along Colleyville Boulevard.
4. Create walking and bicycling connections between Kimzey Park and regional trails to the north along Big Bear Creek and to the south west along Big Bear Creek and to potentially connect the Cotton Belt Trail along Colleyville Boulevard under the bridge at Colleyville Boulevard.
5. Protect the character and integrity of existing neighborhoods by promoting future development that is compatible with the surrounding development patterns and development character.

Western Central Colleyville - Neighborhood Area 5

Placement in the Community

Occupying the center-west portion of the city, Neighborhood Area 5 generally occupies the area between Colleyville Boulevard to the east and the Cotton Belt Trail corridor to the west. Glade Road forms the southern boundary of this area. The area contains a portion of the northern gateway, three connected undeveloped tracts that total to 36 acres. Western Central Colleyville totals approximately 1,324 acres (2.07 sq. miles) or 15.6 percent of the overall land area of Colleyville.

Feedback from focus groups comprised of residents of this neighborhood area focused on issues relating to appropriate transitions to the future development on the large Northern Gateway tracts along Colleyville Boulevard, and the interest in connections to the regional Cotton Belt Trail.

Character and Form

- **General character.** This area is characterized by a mix of residential lot sizes, ranging from high quality, zero-lot-line homes in the Village area to large estate-sized lots closer to the Cotton Belt Trail. Tinker and Bransford Roads in the area are all two-lane rural roads that characterize the city's country past. Extensive mature trees and open swale drainage preserve a country feeling throughout the residential portions of this area.
- **Development Pattern.** Western Central Colleyville is approximately 86 percent existing residential uses and its net density is ~~approximately 1.16~~ 1.4 dwelling units per acre, with 967.8 net residential acres and 1.322 residential lots. Non-residential development along Colleyville Boulevard ranges

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from the walkable, mixed-use character of The Village, to churches, medical facilities, and schools between Church Street and Bogart Drive, to older commercial developments north of Tinker Road. The northernmost tip of Western Central Colleyville includes the 59-acre undeveloped lands that are referred to as the city's Northern Gateway. Thirty-six (36) of those acres are on the west side of Colleyville Boulevard and 23 on the east.

- **Transportation and Linkages.** Glade Road serves as the only continuous east-west road in the area. Other east-west connections are provided by Tinker Road and Bogart Drive, but neither extend completely across the area. Conversely, excellent north-south movement is provided by Colleyville Boulevard, Pleasant Run Road, and Bransford Road.
- **Parks, Recreation, and Open Space.** City Park is centrally located in this area and serves as the major passive and active park for the area. Bransford Park has also been recently improved with many amenities and is home to the historic Webb House. In addition, private parklands in the northern tip of this area provide trails and park facilities for residents in the Tension Parkway area. The Cotton Belt Trail is one of the major regional amenities in the area, and is accessed via Bransford or Pleasant Run Roads. The availability of trails is among the best in the city in this area.

Key Current and Future Considerations for Western Central Colleyville

1. Promote high quality non-residential development of the Northern Gateway properties, so as to contribute to a sustainable economic foundation for the city. Ensure that adequate buffering from

and transitions to adjacent residential areas are provided.

2. Promote the maintenance of larger lot (1/2 to one acre) requirements.
3. Encourage the development of a "creekwalk" environment along the existing drainage corridor between Church and Main Streets (see Chapter 9 for additional information). Added value and a unique sense of place can create a one-of-a-kind destination in the area.
4. Protect the character and integrity of existing neighborhoods by promoting future development that is compatible with the surrounding development patterns and development character.



Maintaining areas in larger lot configurations is important for areas on the western edge of Western Central Colleyville.

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Northwest Colleyville - Neighborhood Area 6

Placement in the Community

Neighborhood Area 6 (Northwest Colleyville) encompasses the western third of Colleyville. It is bounded by the Cotton Belt Trail corridor to the east, Big Bear Creek to the north, Precinct Line Road to the west, and L. D. Lockett Road to the south. Northwest Colleyville totals approximately 2,601 acres (4.06 sq. miles) or 30.7 percent of the overall land area of Colleyville.

Character and Form

- **General character.** This neighborhood encompasses the entire western sector of the city. A significant number of the large estate lots on the far western edge of the city near Precinct Line Road have been redeveloped into smaller-lot neighborhoods transitioning to lower density neighborhoods to the east. The Northwest Neighborhood has beautiful established areas with the country character that represents what the Colleyville community wants to preserve.
- **Development Pattern.** This neighborhood area is the largest in the city, encompassing more than 30 percent of the gross land area of the city. Northwest Colleyville has experienced significant change since the previous comprehensive plan in 2004. The neighborhood's residential net density of ~~1.06~~ 1.3 dwelling units per acre is one of the lowest in the city, with 2,122.4 net residential acres and 2,656 residential lots. Overall, 96 percent of the area is existing single family residential uses, the highest percentage in the city. The area has significant open space and parklands, but a very small amount of retail development.
- **Transportation and Linkages.** Major roadways

in the area include L. D. Lockett Road, Westcoat Drive, McDonwell School Road, Precinct Line Road, Pleasant Run Road, and John McCain Road. ~~In addition, the MTP proposes McDonwell School Road be extended east from Westcoat Drive to connect just west of Cutter Ridge Court to improve east-west connectivity in the area.~~ Most roadways in Northwest Colleyville are generally two-lane rural cross-sections, and intersection improvements and MTP connectivity recommendations can serve to improve traffic flow in the area.

- **Parks, Recreation, and Open Space.** This area has four City parks and multiple smaller private parks. L. D. Lockett, McPherson, Reagan, and Pleasant Run Parks are the major public park facilities in the area. Trail connections along McDonwell School Road and Westcoat Drive, as well as the Cotton Belt Trail, are the major trail corridors in this area. Trails along McDonwell School Road are excellent examples of trail integration adjacent to a two-lane roadway.

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Key Current and Future Consideration for Northwest Colleyville

that is compatible with the surrounding development patterns and development character.

1. Encourage a mix of retail and professional office uses along the remaining undeveloped areas of Precinct Line Road, with the goal of expanding the city's sales tax base.
2. Protect the character and integrity of existing neighborhoods by promoting future development

Housing and Neighborhood Framework

GOALS

Preserve high quality, established neighborhoods with an emphasis on large lots and natural settings with a "country feel."

Connect neighborhoods and provide high quality amenities.



Policy: Preserve neighborhood character and quality.

Neighborhoods are one of Colleyville's greatest assets, as they form the foundation for the city's reputation and quality of life. As neighborhoods age and mature, some develop a unique and enduring character while others are unable to maintain the quality of development they once had. For this reason, the City should support neighborhood protection and preservation efforts. Safe, well-maintained neighborhoods that have enduring character allow reinvestment and help maintain property values and residential tax base.

The City can support and establish programs to protect and enhance the integrity of its neighborhoods. Potential strategies include improving or updating public facilities and services such as streets, street lighting, drainage systems, traffic control or management, neighborhood policing, and code enforcement. It is critical to emphasize a policy of not allowing higher density residential development as existing neighborhoods redevelop.

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■ Action 6-1: Consider overlays for established neighborhoods.

In many neighborhoods, residents may want to protect the existing character of development. In these cases, the City could work with neighborhood residents and representatives to develop specific recommendations for protection or enhancement. This may include the creation of a special area plan that frames appropriate changes needed in the underlying regulations, such as garage placement, setbacks, building materials, etc. This may also include other actions that help existing neighborhoods maintain or add landscaping, sidewalks, trails, and park amenities.

■ Action 6-2: Provide mechanisms for context-sensitive residential redevelopment.

Given the high demand for homes in the Colleyville area and as the city approaches build-out, it will be important to thoughtfully design new residential projects with appropriate considerations of lot sizes, transitions and connections to adjacent neighborhoods, trails, open space and tree preservation, and design of open fencing, landscape treatment, and setbacks along rural character roadways.

■ Action 6-2A: ~~Consider PUD-R or overlay zoning to~~ implement consistency standards for new neighborhoods.

In order to ensure the integrity of existing neighborhoods is protected, new subdivisions should be designed to reflect the character of surrounding neighborhoods. The lot sizes and building setbacks within new subdivisions should be determined based on the existing lot sizes and building setbacks of the existing neighborhoods.

Policy: Enhance neighborhood-level amenities and connectivity such as pocket parks, sidewalks, and trails.

While the city is known for its superb neighborhoods, there are still opportunities for improvement so they continue to be one of the key assets in the community. Access to sidewalks, trails, and parks is becoming an important element of quality of life for many communities, especially for Colleyville. Neighborhoods designed with such amenities typically maintain their property values over time. It is about providing safer and inviting ways to move in and around one's neighborhood without having to get in an automobile in addition to creating a reinvestment dynamic in the neighborhood as it matures.

■ Action 6-3: Continue to focus on neighborhood park and recreation improvements to positively contribute to neighborhood vitality.

Clean, well-maintained, and vibrant neighborhood parks are an anchor for strong, established neighborhoods. The City can work with neighborhoods to determine ideas to increase access to, and amenities at, neighborhood parks.

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This could include the installation of upgraded or additional amenities at existing parks.

■ Action 6-4: Improve neighborhood connectivity to the Colleyville Boulevard Corridor and key destinations.

Colleyville Boulevard is the economic spine for the city. It also contains most of the commercial services that the Colleyville community is interested in visiting. Currently, the Village at Colleyville is probably the most walkable and pedestrian-friendly commercial area in the city. As additional areas of Colleyville Boulevard are redeveloped and revitalized (e.g., in the Northern Gateway), more opportunities for creating walkable and pedestrian-friendly environments can be created. As a result, there will also be increased demand for accessing these areas without having to get in an automobile. Consequently, the City can proactively increase neighborhood connectivity to the Colleyville Boulevard Corridor. This could include the development of key greenway trails (e.g., along Little Bear Creek) which provide needed east-west connectivity from established neighborhoods to Colleyville Boulevard. This could also include the installation of new sidewalk and trail segments in areas where sidewalk connectivity is limited or nonexistent, and the installation of crosswalks. In addition, connections to the Cotton Belt trail from the Northern Gateway should be prioritized.

Policy: Require new neighborhood developments to demonstrate and contribute to Colleyville's character.

As evident by the online survey that was administered during the planning process, the Colleyville community has expressed an interest in quality development as one of the key attributes that makes Colleyville unique. As such, it is also a high priority to ensure that all new neighborhoods add to the existing quality of development. This can be done by requiring the development of neighborhoods which provide a high quality of design, an easily perceived sense of identity, and bicycle and pedestrian connectivity.

■ Action 6-5: Encourage new neighborhood design that creates defined centers, edges, common spaces, and entries.

Creating neighborhoods with defined centers, edges, and entries where feasible with large setbacks, trees, and greenspaces that withstands the test of time and gives neighborhoods a sense of place. A defined center provides for a focal point to gather (e.g., park, trail, school, etc.), defined edges allows neighborhood residents to take pride in their geographic area, and bold and unique entries (e.g., entrance monuments) provide notice to residents and visitors that one has entered into a new defined place.

■ Action 6-6: Require new neighborhoods to be connected where appropriate.

Connectivity is an important quality of great neighborhoods. A well-connected neighborhood reduces congestion along major streets, is friendlier to pedestrians and bicyclists, facilitates active transportation, and leads to higher levels of community interaction physical activity. One way to ensure that new neighborhoods are connected is to require conformance with additional connectivity standards which could be incorporated into the City's subdivision regulations. Concerns about



Placeholder Image - to be updated

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CONNECTING NEIGHBORHOODS

One way to connect neighborhoods can be to reduce using cul-de-sacs and increase the street connections.



cut-through traffic can be alleviated through appropriate design of new residential streets for low speed traffic and traffic calming measures on existing residential streets.

For vehicles, it is important to create multiple entries between a neighborhood and the City's thoroughfare system. This reduces congestion at intersections and along the entire thoroughfare system by dispersing vehicles among multiple access points. This could also include reducing the use of cul-de-sac streets and increasing the number of internal connected streets. Although given Colleyville's development context, there may be few remaining opportunities to create new strategic connections to help overall traffic circulation.

At a minimum, it will be important to create a strong internal sidewalk system to connect to all internal (e.g., neighborhood pools and schools) and external (e.g., off-site trails, commercial areas, etc.) destinations. This may include the creation of internal greenway trails and pedestrian access easements through connecting cul-de-sacs and the middle of long blocks.

■ Action 6-7: Encourage the construction of local gateways and signs that promote unique neighborhood identity that is tied to Colleyville's heritage and/or a "country feel."

Gateways help define entrances and provide a sense of place to a neighborhood. Many existing neighborhoods include attractive gateway entrance features. The City can review its sign regulations to ensure that there is enough flexibility to allow for creative design of gateway entrance monuments that add to the character of the city's neighborhoods. In addition, the City can encourage the construction of unique gateway entrances for all new neighborhoods. Such gateways and signs should be coordinated with landscaping, fencing, and other streetscape elements within the neighborhood.



The entrance to Pebble Hill Plantation Estates is an example of a well-designed neighborhood entrance.

Large and mature trees add to the quality of Colleyville's neighborhoods. Trees generally improve the appearance of a neighborhood and tree-lined streets are often highly valued by residents once the trees have matured. Trees and the tree canopies provide residents a break from the hot Texas sun and provide walkers and joggers a pleasant environment to enjoy. Landscaping should also be promoted as a means to improve the appearance of neighborhoods. Opportunities to landscape can occur along roadways and at entrances into neighborhoods.

COLLEYVILLE 2035 COMPREHENSIVE PLAN

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Policy: Ensure tree canopies and quality landscaping are created and maintained.

- **Action 6-8: Consider amending the existing tree preservation ordinance to ensure the existing tree canopy is preserved.**

Colleyville's country charm is exemplified by its large open spaces, mature trees, and rustic ranch fences. If the existing tree canopy is removed and lots are clear-cut for development, then the look and feel that many residents value is destroyed. The existing tree preservation ordinance should be reviewed and revised, if necessary, to ensure the community's tree preservation desires.

- **Action 6-9: Consider expanding the free tree planting program to encourage residents to plant trees.**

In order to encourage tree planting, Colleyville could expand the existing Arbor Day program where residents obtain free trees. The expanded annual event could have hundreds of new trees planted on residential lots every year and the combined effect over a decade could have a substantial impact on creating a greater tree canopy for Colleyville.

- **Action 6-10: Consider standards for ensuring that quality landscaping is created and maintained.**

New developments ~~should~~ are required to provide landscaping along major roadways and at the entrances into neighborhoods.

- **Action 6-11: Ensure environmental concerns are included in the Land Development Code, to limit development that may significantly harm the environment.**

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A Vision for Parks

As part of the development of the 2011 Parks, Recreation, and Open Space Master Plan, a mission was identified to provide one of the highest quality parks, recreation, and open space systems in the DFW Metroplex by creating opportunities where people can “escape and enjoy an enriching environment.” Through the public engagement process, a new vision was created for the future of the parks and recreation system (see at right).

To help implement this vision, a series of goals were developed and adopted by the Parks and Recreation Advisory Board and City Council. These include:

- Provide parks and trails within easy and convenient access to households in Colleyville.
- Provide leisure opportunities for all ages, specifically targeting young adults to baby boomers (who are historically underserved in terms of recreation facilities and programming).
- Support the development of a healthy community by providing facilities and programs that lead to choices for healthy living.
- Aim to be comprehensive and financially sustainable while encouraging collaboration.
- Market Colleyville as a destination known, in part, for its unique parks and leisure programs, while also marketing to current users and residents.
- Reflect and support the city’s objective to be a good steward of the environment, considering the costs and benefits of environmental decisions ~~become the environmental leader in Tarrant County.~~

Needs Assessment

While the existing parks, recreation, and open space system was rated as excellent, a plan of action for the future is necessary to ensure the system continues to excel long into the future. This is particularly important as the city nears its population estimate of ~~27,943~~ 27,518 persons by 2035 (see Chapter 2, Colleyville Context, regarding the historical and projected population of the city).

Colleyville is unique in that the majority of park acreage in the city is made up of private parks and open spaces (over 301 acres as compared to approximately 225 public park acres). In most cities in the DFW Metroplex, park and recreation areas are predominantly comprised of public parks. ~~Therefore, the acreage for private parks and open spaces is included in the level of service (LOS) analysis of this plan because of its significant contribution to the overall public-private park system in the city.~~

Colleyville’s current LOS and future LOS were calculated using the historical population counts from the 2010 U.S. Census, combined with recommended National Recreation and Park Association (NRPA) standards that have been tailored to the city’s unique situation (see Table 7.1, Current and Projected Parkland LOS, on the next page). These numbers differ slightly than what was indicated in the 2011 Parks, Recreation, and Open Space Master Plan because of a larger projected maximum population (see Chapter 2, Colleyville Context, regarding the historical and projected population of the city) and more accurate 2010 Census Data. Additionally, private parks are an amenity to the City, however only parks available

“Colleyville has a renowned system of parks, recreation, open space, and trails that creates a true sense of ‘home’ within the city of Colleyville.”

Source: Vision from the 2011 Parks, Recreation, and Open Space Master Plan

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to the general community should be considered in the overall computation of LOS.

Today, the city's LOS for overall public parks is 9.88 acres per 1,000 people. This is less than the per capita acreage recommended by the National Recreation and Parks Administration (NRPA), which the city compares itself against for national benchmarking. In order to meet the NRPA LOS standard for public parks for the current population, the city would need to add approximately 32 additional acres of public parkland. In order to meet the NRPA LOS standard for public parks for the projected population, the city would have to add approximately 90 to 98 acres of new public parkland. ~~When factoring in the city's private parks~~

Table 7.1. Current and Projected Parkland LOS

Park Category	Existing Acreage (2015)	NRPA Standard	Level of Service (LOS) (22,807 population) ¹	Projected 2035 LOS (27,943 <u>27,518</u> population) ²
Public Parks	225.24	11.25 - 20.50 acres / 1,000	9.88 acres / 1,000	8.06 <u>8.19</u> acres / 1,000
Neighborhood Parks	41.66	1 - 2 acres / 1,000	1.83 acres / 1,000	1.49 <u>1.51</u> acres / 1,000
Community Parks	101.10	5 - 8 acres / 1,000	4.43 acres / 1,000	3.62 <u>3.67</u> acres / 1,000
Other Parks	82.48	Variable	3.62 acres / 1,000	2.95 <u>3.00</u> acres / 1,000
Private Parks and Open Space ³	301.70	None	13.23 acres / 1,000	10.80 <u>10.96</u> acres / 1,000
Grand Total	526.94	11.25 - 20.5 acres / 1,000	23.10 acres / 1,000	18.86 acres / 1,000

Table Notes:

¹ The current population of 22,807 people is derived from the 2010 Census Bureau.

² The projected population of ~~27,943~~ 27,518 people is derived using the population estimates set out in Chapter 2, Colleyville Context.

³ When factoring in the City's private parks and open space lands, the city has more than enough acreage to meet the minimum LOS standard for the current population and would still be near the top of the range for the projected population.

~~and open space lands, the city has more than enough acreage to meet the minimum LOS standard for the current population and would still be near the top of the range for the projected population.~~

Park Service Area Deficits

In addition to determining current and future park acreage needs based on the city's population, it is also important to ensure that the park and recreation system is well distributed and accessible for most users. Typically, neighborhood parks serve an area of about one-quarter mile to one-half mile (which equates to about a five to 10 minute walk), while community parks serve an area of about one mile (which equates to about a five minute drive).

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■ Action 7-12: Update the Master Drainage Plan to continue to ensure the city is adequately protected.

The City's Master Drainage Plan should be updated to develop a higher level of detail than what was provided in the 1992 plan. This Master Drainage Plan would provide the City with the tools necessary to identify the most critical flood-prone locations, potential solutions, and the costs for necessary drainage projects.

Depending on the recommendations identified in the Master Drainage Plan, the City should identify available funding sources to implement to make the improvements to the city's drainage system in addition to evaluating the City's current utility fee structure.

Policy: Proactively support efforts to promote green initiatives for fiscal resilience.

Colleyville should explore opportunities to promote more environmentally friendly and green initiatives that are also fiscally beneficial to both the City and residents.

■ Action 7-13: Work with regional water supply entities to ensure that Colleyville's drought contingency planning is proactive and innovative.

Ensure that the City continues to monitor and maintain a strong water supply, and that efficient and effective water conservation techniques are used where appropriate.

■ Action 7-14: Explore Low Impact Development (LID) solutions for commercial, residential, and public infrastructure projects.

~~The City should explore LID solutions as an opportunity to implement storm water management and water quality management strategies over that can have a significant impact on this sub watershed and also provide quality of life and aesthetic benefits while saving costs. The City should evaluate the benefits of adopting and participating in North Central Texas Council of Governments' (NCTCOG's) integrated Stormwater Management (ISWM) program which is intended to help area cities achieve their goals of water quality protection, streambank protection, and flood mitigation, while also helping communities meet their construction and post-construction obligations under state stormwater permits. Low Impact Development (LID), as defined by the Low Impact Development Center, "is a comprehensive land planning and engineering design approach with a goal of maintaining and enhancing the pre-development hydrologic regime of urban and developing watersheds."~~

The EPA states LID is an "approach to land development (or re-development) that works with nature to manage stormwater as close to its source as possible."

LID employs principles such as:

- Conserve natural areas wherever possible.

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- Minimize the development impact on hydrology.
- Maintain runoff rate and duration from the site.
- Implement pollution prevention, proper maintenance and public education programs.
- Emphasize the use of on-site natural drainage features.
- Maintain or enhance the site's hydrologic characteristics after development, and
- Reduce overall imperviousness.

■ Action 7-15: Promote green building and energy efficiency as part of public and private development.

As part of a growing trend to reduce the environmental impact of development, the City should support efforts in both public and private sector development that incorporate green building practices and/or energy efficiency. This could include an assessment of the City's Land Development Code ~~to remove impediments and/or add incentives for related to~~ green building practices. Examples of green building practices that should be considered include low impact development (which utilizes the site's natural resources as part of the overall stormwater management program), rainwater capture, xeriscaping, and pervious pavement, among others.

■ Action 7.16: Consider establishing an Urban Forestry Program to preserve and enhance the urban tree canopy in the city.

Tree canopy within Colleyville is an important component of the city's overall character and is one attribute that sets the city apart from other areas within the DFW Metroplex. As the city continues toward developing the limited number of remaining lots and revitalizing and redeveloping existing lots, it is important to have a strategy in place to protect what makes the city what it is today. An urban forest provides a number of economic, environmental, and social benefits to a city. Economic benefits include attracting tourists and businesses, increasing property value, and reducing the amount of energy needed for development. Environmental benefits include providing food and habitat for wildlife, absorbing carbon dioxide, reducing the heat island effect, and reducing sedimentation in streams. Social benefits include adding character and promoting a sense of pride in a community as well as increased privacy. Due to the significant amount of benefits provided, the City should consider establishing an Urban Forestry Program to protect this significant asset to the community. This could include an initial assessment of city parks, followed by an assessment of all City-owned property. A subsequent phase could include the eventual preparation of an Urban Forestry Master Plan, which is a roadmap to effectively and proactively manage and grow the city's urban tree canopy.

Comprehensive Plan Revisions/Redlines

Residential Density

~~The maximum density of each residential project should be a net density of 1.8 dwelling units per gross acre.~~ Destination Colleyville proposes to maintain the residential density policies of the 2004 Colleyville Plan ~~of 1.8 dwelling units per net acre.~~ ~~Therefore each residential project shall have a minimum lot size of 20,000 square feet and no more than 2 dwelling units per gross acre.~~

The 2004 Colleyville Plan states:

"One of the fundamental principles associated with the City's zoning authority, as granted by the State, is the ability to regulate population density through the adoption of zoning regulations. By establishing a variety of zoning districts, and each district with a different minimum lot size, municipalities are able to control the number of dwelling units that can be built in a particular area. Controlling the overall density has far-reaching public interests and ultimately has an effect on transportation, parks, schools and other public facilities.

Colleyville is noted for its large-lot subdivisions and for its large homes with generous front and side yards. Additionally, many older single family homes located along the major collector street network have been demolished and the properties rebuilt into estate type settings. The redevelopment of these estate properties has helped to keep the overall residential density quite low and promotes the rural atmosphere that Colleyville citizens enjoy.

In Colleyville, the 1998 Comprehensive Plan established a city-wide residential density benchmark of 1.8 dwelling units per net acre. This standard approximates the density achieved by the R20, Single Family Residential District, which calls for a minimum lot size of 20,000 square feet. The intent of this lower residential density standard is to maintain the rural character and ensure a higher quality of residential development that makes Colleyville unique."

Since 1998, all subsequent Colleyville Master Plans have reinforced this density standard.

~~The 2004 Colleyville Plan further states that "Developments with densities higher than 1.8 dwelling units per acre would be acceptable, according to the 1998 Master Plan guideline, but only in those areas deemed to be consistent with sound land use planning principles, such as for those transitional areas situated between commercial uses and less dense residential developments, or near major street intersections. Higher density development may also be appropriate for smaller parcels that make less dense development economically difficult or on sites with unique topographical features. Since the future land use plan of Colleyville, prepared in 1998, utilized the 1.8 dwelling unit per acre guideline and the community has embraced this as a suitable development density, there is no need to deviate from this standard."~~

~~Each residential project should have be a maximum net density of 1.8 dwelling units per acre, but "variances" could be allowed in certain and specific situations. Variances to the net density of 1.8 dwelling units per gross acre maximum could be allowed for the following:~~

~~The project is located within a transitional area. (Note: These transitional areas are contained within the Colleyville Blvd. Corridor.)~~

~~» Between commercial and residential uses (existing or Future Land Use Map-designated);~~

~~OR~~

~~■ The project is located on a property with unique topography:~~

- ~~» Restricted access options;~~
- ~~» Significant floodplain or drainage considerations;~~
- ~~» Property shape that necessitates deviations from standard development; or~~
- ~~» Native tree stand(s);~~

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DESTINATION COLLEYVILLE

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Comprehensive Plan Revisions/Redlines

COMPATIBILITY CONSIDERATIONS



1. Landscape buffers:

- Preserve existing trees that separate the proposed use from the existing use when possible.
- Preference for landscape screening and open fencing to contribute to residential character.
- New trees planted where proposed use is adjacent to existing use for beautification and screening.

2. Form:

- As residential square footage to lot area ratio increases, open space(s) and buffering provided should also increase.

3. Traffic Impacts:

- Connections to existing neighborhoods should be provided with sensitivity to the existing homes.
- Impact to roadways and intersections in the vicinity should be mitigated where possible.

TRANSITIONAL AREAS

A key topic during the comprehensive plan drafting process was the need for guidance related to proposals for transitional developments, especially as it concerns developments proposed with lots smaller than 20,000 square feet. Although residential developments with large lots are very common in Colleyville and are still being proposed for new construction, as the city approaches build-out, many new residential neighborhoods have come under the Planned Unit Development - Residential (PUD-R) zoning district. PUD-Rs provide some level of variation with respect to lot sizes and development standards while giving the City more control over the development character, treatment of transitions, and overall quality of the development.

A transitional area is a piece of land that may be appropriate for residential development with lots smaller than 20,000 square feet. These areas serve as gradual changes in intensity from commercial or institutional uses to lower density residential uses (lots 20,000 square feet or larger). Proposals requesting variances to the net 1.8 dwelling units per gross acre requirement should address each compatibility consideration listed here. These developments are restricted to areas within the Colleyville Blvd. Corridor.

There are instances when an existing land use will be different from the land use designated on the Future Land Use Map or instances when the existing land use will be different than the zoning on a property. For example, there could be a residential home on a property zoned for commercial uses and also designated on the Future Land Use Map for commercial uses. In these instances, a proposal can provide a phased approach whereby screening and/or landscaping provided could be adjusted along the common boundary once the residential property was redeveloped with commercial uses (ex. wooden screening fence with shrubs then gets removed to provide cross access between commercial parcels).

Comprehensive Plan Revisions/Redlines

Residential

This land use category is predominantly comprised of single-family detached residential dwellings. The preference for new residential areas is that they preserve rural character along John McCain Road, Westcoat Drive, Pleasant Run Road, Bransford Road, and similar roadways, and that they incorporate landscaping and tree preservation features to retain the natural quality of new residential areas in the city. Residential areas typically include:

LAND USE TYPES

- Detached residential
- Parks, trails, and open space

DESIRED DEVELOPMENT CHARACTERISTICS

- Predominantly single family residences on lots over 20,000 square feet with natural landscaping, a rural appeal, and significant private open space.
- Overall aesthetic is country charm, exemplified by large open spaces, mature trees, and rustic ranch fences in some areas of the city – especially along rural roadway corridors such as Westcoat Drive, Pleasant Run Road, and Bransford Road.
- High-quality development with attractive entrance areas and amenities (e.g., internal walking trails).
- Appropriate transitions (e.g., one-story offices) between residential and non-residential areas.
- Open space adjacent to roads to create feeling of openness.

Figure 8.3. Illustrative Residential Uses



Comprehensive Plan Revisions/Redlines

Colleyville Boulevard Corridor

This land use category is to promote the transformation of Colleyville Boulevard into a vibrant and economically strong “town center” for the City. While still readily accessible via the automobile, more compact and walkable development types will create a distinct sense of place. The Colleyville Boulevard Corridor includes:

LAND USE TYPES

- Retail, service, and entertainment
- Office
- Public and institutional uses
- Flexible innovation uses (e.g., research, office-warehouse, etc.)
- **Residential Mixed-use**

DESIRED DEVELOPMENT CHARACTERISTICS

- Architecture and site characteristics that are distinct, attractive, and have a pedestrian-friendly urban form.
- Able to accommodate a high degree of automobile activity, but parking is not the predominant visual feature from adjacent streets.
- Significant connectivity through cross/mutual access easements and multi-modal options (biking and walking).
- Design encourages a high degree of pedestrian activity, oftentimes during both the day and night.
- Institutional functions may require multiple buildings, arranged in a campus-like setting.
- Building facades are articulated, have significant window areas, and often include porticos or awnings to provide shade for pedestrians.
- Multistory buildings are encouraged to add a greater variety of destinations and uses in close, walkable proximity. This in turn leads to an increased vibrancy for the area and more available commercial development square footage.
- As a goal, the **single** most important beautification project will be the relocation of overhead utility lines.

Figure 8.7. Illustrative Colleyville Boulevard Corridor Development Types



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COLLEYVILLE BOULEVARD CORRIDOR LAND USE AREAS

The Colleyville Boulevard corridor has unique land use areas with distinct character and land use characteristics. The areas serve as the basis for specific policies and actions related to each area. The four areas are described below:

- Northern Gateway: Offers a unique opportunity for new development on relatively undeveloped property as a new mixed commercial node, highlighting this northern entry point into the city along the Corridor.
- Upper Sector: Offers a unique opportunity to create an eclectic Corridor node with a mixture of newer buildings with older buildings that can take advantage of the City's façade improvement grant program and evolve over time into a more attractive and cohesive section of the Corridor with a mixture of retail, office, and service uses.
- Central Sector: Has the most potential to become a true center of activity within the city by tying the major commercial and entertainment centers along the Corridor with a focus on creating a more walkable street context.
- Southern Gateway: An opportunity to create a more memorable entry point to the city and elevate the quality of the existing development with a focused, long-term redevelopment strategy.

Actions related to each Colleyville Boulevard Corridor area are contained in Chapter 9, and a detailed discussion of each area is contained in the Appendices.

TRANSITIONAL AREAS

~~The transitional areas are intended to provide a buffer within the Colleyville Blvd. Corridor between the non-residential uses and the residential uses located outside of the corridor. It is intended that these transitional areas can be either residential uses, which may include residential uses on lots smaller than 20,000 square feet, or nonresidential uses. The nonresidential uses should be designed to buffer the neighboring residential uses from the effects of nonresidential uses, such as light and noise.~~

Comprehensive Plan Revisions/Redlines

- **Northern Gateway** (Bear Creek to Tension Parkway)
- **Upper Sector** (Tension Parkway to Hall-Johnson Road)
- **Central Sector** (Hall-Johnson Road to Brown Trail)
- **Southern Gateway** (Brown Trail to Cheek-Sparger Road/Mid-Cities Boulevard)

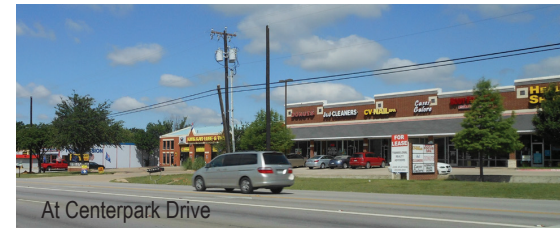
The development context along the Corridor is a mix of older auto service, industrial development mixed in with newer office, professional services, and retail buildings towards the northern sectors of the corridor. The Central Sector has the highest concentration of newer retail developments, many of which have been built or significantly redeveloped over the past 15 years. The lower or southernmost portion of the Corridor also has smaller and aging auto-service and strip retail buildings. Generally, there are very few vacant or undeveloped properties, but a large agglomeration of vacant properties is located in the northern section of the Corridor (see Map 9.2, *Colleyville Boulevard Corridor and Sectors*).

The Corridor is mostly auto-oriented, with buildings set back from the roadway and parking located in front of the buildings between the roadway and the buildings. Most of the corridor also lacks sidewalks and safe places to walk. Shoulders, if any, are very narrow with swales immediately adjacent to them. Most of the Corridor also has overhead utility lines and poles that add to the visual clutter. (see Figure 9.1. *Character of Existing Development along the Colleyville Boulevard Corridor*.)

Although it is clear when traveling down Colleyville Boulevard that it is a center for activity and commerce, there are no clear signs that the Corridor is Colleyville's

main destination or that it is specifically in Colleyville either. There is a patchwork of architectural styles and materials, some properties lacking landscaping while others provide abundant and tasteful landscaping. There are no distinguishing features that indicate when one has entered or left the city other than two Colleyville monument signs. ~~Appendix A provides more detailed discussion about the existing land use context and development character in the different sectors of the Corridor. The proposed actions on the following pages are designed to improve the Corridor.~~

Figure 9.1. Character of existing development along the Colleyville Boulevard Corridor



Comprehensive Plan Revisions/Redlines

Transitional Areas:

The transitional areas are intended to provide a buffer within the Colleyville Blvd. Corridor between the nonresidential uses and the residential uses located outside of the corridor. It is intended that these transitional areas can be either residential uses, which may include residential uses on lots smaller than 20,000 square feet, or nonresidential uses. The nonresidential uses should be designed to buffer the neighboring residential uses from the effects of nonresidential uses, such as light and noise.

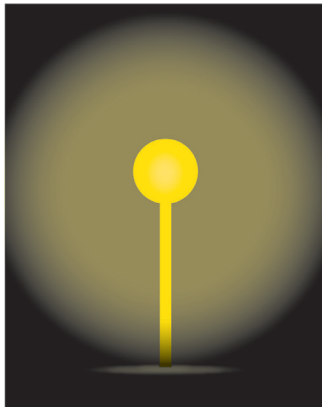
- Ensure Colleyville Blvd. Corridor uses respect and are compatible with single-family uses outside of the corridor.
 - » Residential uses on lots smaller than 20,000 square feet are a suitable buffer within the corridor.
 - * Residential use should be single family detached uses.
 - * Residential uses should reflect the character and design of Colleyville's existing single family detached neighborhoods.
 - » Nonresidential uses **should be required are recommended** to have building and site design elements to lessen their impacts on residential use outside the corridor.
 - * Building Design Elements:
 - Loading docks and overhead doors: A screening wall **should be required is recommended** for these areas.
 - Lighting: Fully shielded lights **should be required are recommended** to limit glare.
 - Roof mounted equipment: **Must be screened by a p**Parapet walls or **some** other devices **or designs are recommended** to screen equipment.
 - Building materials: Building **shall be finished with are recommended to be** the same type of materials and in the same percentage used on the front façade.
 - Building height: **Limit** low building heights **are recommended** to protect residential uses.
 - * Site Design Elements:
 - Buffer yard: **Require a** A 30-foot buffer yard with two rows of shade trees **is recommended**.
 - Lighting: Fully cutoff lights **should be required are recommended** and light poles **should are recommended** to be lower in height **towards the back of the property be limited to 10 feet in height.**
 - Parking: Headlight screening, such as a row of shrubs, **shall be installed are recommended** to prevent vehicle headlights from projecting onto adjacent residential properties.
 - Dumpsters: **Shall be placed adjacent to the building and in no case shall be placed within 20 feet of a residential property line. It is recommended that dumpsters be placed adjacent to buildings and not close to residential properties.**

Comprehensive Plan Revisions/Redlines

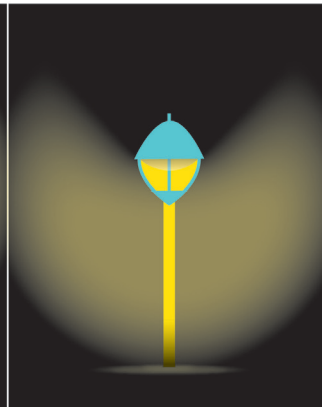
Figure 9.4a. Neighborhood Compatibility Design Elements



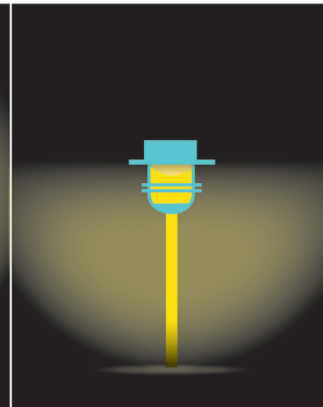
Building and site design elements should lessen the impacts on the surrounding residential properties.



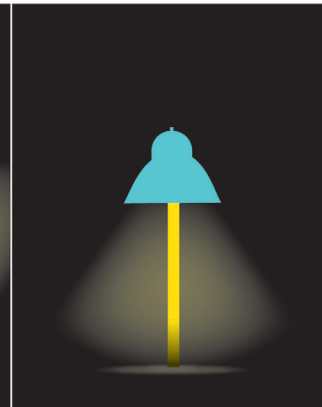
NONCUTOFF



SEMICUTOFF



CUTOFF



FULL CUTOFF

Comprehensive Plan Revisions/Redlines

desired standards and framework for converting each of the Colleyville Boulevard Corridor Sectors into more walkable and memorable zones.

Table 10.1. Overarching Zoning Recommendations

Land Use Designation	Recommended Zoning Tool	Recommended Implementation Priority
Residential	■ Maintain maximum <u>net</u> density target of 1.8 dwelling units per <u>gross</u> acre. ■ Revise the PUD-R development standards to establish rural frontage standards along certain key roadways such as John McCain Road, Pleasant Run Road, Bransford Road, and Westcoat Drive. ■ Revise PUD-R standards to require appropriate transitions and quality open space. More specifically, establish design and performance criteria for open space to maximize value creation, tree preservation, preservation of rural frontage along key roadways, etc. ■ <u>Proactively rezone to bring the existing zoning districts R-10, R-15, R-MF, and RD into agreement with the existing development pattern, which is R-20 or greater.</u> ■ <u>Revise the LDC to require an accompanying conceptual plan with straight zoning requests (non-PUD) to ensure new developments are built in substantial compliance to the approved conceptual plan.</u> ■ <u>Add additional regulations for floodplains.</u> ■ <u>Implement neighborhood consistency standards for new neighborhoods through PUD-R or existing zoning.</u>	City Initiated
Commercial	■ Streamline all commercial design standards into one section of the LDC. ■ Include all elements of building and site design in the same section. ■ Create corresponding public realm and streetscape standards to complement the private realm standards. ■ Revise PUD standards to address appropriate design context for mixing of residential and commercial uses in the same PUD. ■ <u>Add additional regulations for floodplains.</u> ■ <u>Ensure environmental concerns are included in the Land Development Code, to limit development that may significantly harm the environment.</u>	City Initiated
Colleyville Boulevard Corridor	■ Create an integrated regulatory tool (through a Corridor Zoning District or similar tool) to achieve a mix of commercial uses, appropriate transitions and buffers, and desired character that is tailored to the four different sections of the Boulevard as described in the vision -- the Northern Gateway, Upper Sector, Central Sector, and Southern Gateway (see Table 10.2, <i>Proposed Colleyville Boulevard Corridor Regulatory Framework</i> for more detail). ■ Establish appropriate urban design standards associated with each sector including building design, site design and orientation, mix of use, signage, and civic/open space standards with pedestrian-oriented design elements, specifically in the Central Sector. ■ Establish public and private street design standards that are consistent with the different sectors and vision for the Corridor. ■ <u>Add additional regulations for floodplains.</u>	City Initiated

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Comprehensive Plan Revisions/Redlines

Table 10.3. Implementation Priorities, Responsibilities, and Time Frames (cont'd)

Action No.	Recommended Action	Potential Time frame
Housing & Neighborhoods		
Action 6.1	Consider overlays for established neighborhoods.	Short-term
Action 6.2	Provide mechanisms for context-sensitive residential redevelopment.	Short-term to Mid-term
Action 6.2A	Consider PUD-R or overlay zoning to implement consistency standards for new neighborhoods.	Short-term
Action 6.3	Continue to focus on neighborhood park and recreation improvements to positively contribute to neighborhood vitality.	Short-term to Mid-term
Action 6.4	Improve neighborhood connectivity to the Colleyville Boulevard Corridor and key destinations.	Short-term to Mid-term, where feasible
Action 6.5	Encourage new neighborhood design that creates defined centers, edges, common spaces, and entries.	Short-term
Action 6.6	Require new neighborhoods to be connected where appropriate.	Short-term to Long-term
Action 6.7	Encourage the construction of local gateways and signs that promote unique neighborhood identity that is tied to Colleyville's heritage and/or a "country feel."	Short-term to Mid-term
Action 6.8	Consider amending the existing tree preservation ordinance to ensure the existing tree canopy is preserved.	Short-term
Action 6.9	Consider expanding the free tree planting program to encourage residents to plant trees.	Short-term
Action 6.10	Consider standards for ensuring that quality landscaping is created and maintained.	Short-term
Action 6.11	Ensure environmental concerns are included in the Land Development Code, to limit development that may significantly harm the environment.	Short-term to Mid-term
City Services & Facilities		
Action 7.1	Update the long-range plan for the Colleyville Public Library.	Short-term to Mid-term
Action 7.2	Update the Parks, Recreation, and Open Space Master Plan as needed.	Short-term to Mid-term
Action 7.3	Evaluate options to upgrade the Colleyville Senior Center to continue to serve senior residents of the City.	Short-term to Mid-term
Action 7.4	Evaluate options to improve the Colleyville Center so that it can continue to meet citizen needs as well as attract additional usage and visitation.	Short-term to Mid-term
Action 7.5	Continue to ensure Police, EMS, and Fire Department equipment and facilities continue to meet the current and future public safety needs of the Colleyville community.	Ongoing
Action 7.6	Continue to ensure that firefighter, EMS personnel, and police officer training is adequate to respond to emergency situations.	Ongoing
Action 7.7	Continue to ensure that Fire, Police, and EMS Departments staffing needs are maintained adequately to address changes in growth and current levels of service.	Ongoing
Action 7.8	Maintain a proactive approach to the use of technology to improve public safety in Colleyville.	Ongoing

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Mayor Newton's Comments

DESTINATION COLLEYVILLE - EXECUTIVE SUMMARY

Colleyville is one of the premier places to live in the greater Dallas-Fort Worth (DFW) Metroplex. The city is well known for its great neighborhoods, excellent schools, and well-maintained parks and amenities, all located with convenient access to regional employment destinations such as DFW International Airport, Downtown Fort Worth, Las Colinas, and Downtown Dallas.

This comprehensive plan reflects the vision for the Colleyville of tomorrow. It has been crafted from community input over the course of more than a year. It builds on the strengths of the city today and identifies the framework for key decisions and actions that will guide Colleyville over the next two decades to make that vision become a reality.

The Colleyville community recognizes and cherishes the strengths of the city and wants to preserve and enhance those qualities. The community wants to make Colleyville the destination of choice for those seeking a vibrant place to live, work, or play with a high quality of life. This plan reinforces and builds on the principles and values that have historically guided decisions in the city, but it also updates policies on new topics since the previous plan's adoption.

Destination Colleyville contains the following framework that encompasses the goals and policies of the Plan:

- Preservation of neighborhoods.
- Enhancing Colleyville's economic resilience.
- Creating a connected Colleyville.
- Enhancing Colleyville's character and brand.
- Securing the economic spine of the city.
- Enhancing amenities and services.

The Plan then translates these framework principles into key goals for economic stability, transportation, housing and neighborhoods, City services and facilities, future land use, and character and placemaking. Each of these elements includes goals, policies, actions and benchmarks which are based on Colleyville's unique context and community input.

More specifically, this Plan details the future vision for Colleyville Boulevard. Colleyville Boulevard is not only the city's main economic engine, but is also the key to defining the character of Colleyville. It provides access to entertainment and boutique retail destinations, as well as meeting the day-to-day needs of the residents who live in the city. One of the major goals of this comprehensive plan update is to address the redevelopment and enhancement of properties along Colleyville Boulevard to create a cohesive development character, while recognizing key nodes or areas as special places with greater concentration of commercial/retail uses in a more pedestrian-friendly context. ??

This Plan emphasizes implementation as a key for its success. Implementation in the Plan's context is aligning the policies in this plan with the city's regulatory, infrastructure, operational, and fiscal tools. In moving forward, this Plan and associated principles and goals help the community prioritize the city's actions in addressing its many competing needs and requests. Destination Colleyville guides the city into its bright future, setting the stage for continued success.

Another key strength of Colleyville
are the high quality low density neighborhoods.
A goal of this plan should also be to define
strategies to protect and maintain the quality
and character of these neighborhoods. There will
be a transition measure to redevelop these into higher
density that will not distinguish Colleyville
from its neighbors.

Mayor Newton's Comments

CHAPTER 1 – INTRODUCTION

From its quiet rural beginnings, Colleyville has become one of the premier places to live in the greater Dallas-Fort Worth (DFW) Metroplex. The city is well known and admired for its great neighborhoods, excellent schools, and pleasing parks and amenities, all located within a few miles of DFW International Airport, Fort Worth and the many employment opportunities of the region.

The Colleyville community recognizes and cherishes the strengths of the city and wants to preserve and enhance those qualities. The community wants to make Colleyville the destination of choice for those seeking a vibrant place to live, work, or play with a high quality of life.

This comprehensive plan is the collective vision of the community for the Colleyville of tomorrow. It has been crafted with extensive input from the Colleyville community over the course of more than a year and represents the dreams and aspirations for the city. It builds on the strengths of the city today and identifies the framework for key decisions and actions that will guide Colleyville over the next two decades to make that vision become a reality.

This plan reinforces and builds on the principles and values that have always guided decisions in the city, but also establishes a fresh perspective that responds to changing dynamics.

DESTINATION (des-tuh-ney-shuh n)



The word "destination" is defined as:

- the purpose for which something is "destined;"
- a place to which one is journeying; and
- a place worthy of travel or for an extended visit.

What is "Destination Colleyville?"

The title "Destination Colleyville" represents a vision for what the city will become in the future, as well as how the city is perceived by those who live outside of it. The idea builds on the strengths of what Colleyville already is – a unique place that can be called home and that has everything that is needed, including great places to live and all the nearby amenities that make up a great way of life. It also recognizes that the Colleyville community has reconfirmed its commitment to maintaining the city's unique rural character which makes it like no other place in the DFW Metroplex.

Very Important

This plan recognizes that for the long-term vision to become a reality, Colleyville should not only be a choice community for residents and destination retail, but it should continue to draw from the regional market for new visitors and excellent companies.



Superb neighborhoods are an example of what makes Colleyville a "destination" in the greater DFW Metroplex region.

Mayor Newton's Comments

- **There is an opportunity to provide for a range of options for the Colleyville Community.** While Colleyville's predominant attraction is the city's beautiful neighborhoods, a growing segment of the population is increasingly interested in connecting residential properties to amenities such as trails, parks, shopping, and dining areas that promote social experiences.

- **Colleyville's demographics continue to change.** As noted in The Colleyville Plan (2004–2025), the median age of the city's residents continues to become older, increasing from around 40 years in 2000 to 45.5 in 2010 and 45.6 in 2013. This gradually aging population may begin to impact the types of retailer, entertainment, and dining prospects for the commercial areas of Colleyville.

Building on the City's Strengths and Unique Opportunities

This plan fully recognizes the unique strengths of Colleyville and builds on them. These are discussed in detail in subsequent sections of the plan, but include:

- **The city has a great location.** In addition to being only five miles from DFW International Airport, Colleyville benefits from a back-door, direct connection that provides easy access to the airport for residents and local businesses. Additionally, the city benefits from newly improved freeways that provide quick access to the entire region.
- **Colleyville Boulevard provides an opportunity for economic growth.** When proposed improvements by the Texas Department of Transportation (TxDOT) including the turnback to city for maintenance are completed, Colleyville Boulevard will have improved traffic capacity. Better defined access points from

Colleyville Boulevard to adjacent commercial areas will provide opportunities to improve connectivity between developments. Planned walkways will also make walking and bicycling along Colleyville Boulevard more feasible, and additional aesthetic improvements will help create a true sense of place along much of the Corridor.

- **The city has character and exceptional natural areas.** Colleyville is known for the beauty of its neighborhoods. Its tree-lined roadways are complemented by stunning homes and pastures that contribute to Colleyville's "country feel." Natural and semi-natural areas such as Big Bear Creek and Little Bear Creek create spectacular amenities right within the core of Colleyville. Similarly, the Cotton Belt Trail corridor provides access to semi-natural areas and a corridor near the core of the city.

- **Non-residential redevelopment provides opportunities to further shape the city.** While much of Colleyville has been developed, a new round of redevelopment or enhancement of existing development, especially along Colleyville Boulevard, is already beginning to take place. Each project offers the opportunity to promote and reinforce the environmental character and connectivity goals established by this plan.

— what about Ancient 2nd Rd — we have available commercial streets there as well

Mayor Newton's Comments

Further, the plan projected that the city's annual growth rate would slow to 1.25 percent during the years 2011 through 2015, decrease even further to 0.75 percent for the years 2016 through 2020, and decrease further to 0.50 after 2020. During the past five years (2010 to 2014), the city's actual annual growth rate was 0.81 percent.

With fixed boundaries and an increasingly limited amount of land remaining available for development, Colleyville is getting closer to its maximum population.

Population Estimate

While it would be easy to simply utilize the estimate that was contained in The Colleyville Plan (2004-2025), there have been many changes in the city that have occurred since then. First is that the city, like the rest of the country, has been impacted by a significant recession. While this may not have had as great of an impact on Texas cities as elsewhere, it has resulted in changes in consumer preferences (regarding housing, debt, driving and commuting preferences, among others). The city has also had 10 additional years of development which means there is less land available for development. Therefore, it was determined that

an analysis, using a similar methodology as was used in The Colleyville Plan (2004-2025), would further quantify the city's maximum population.

First, areas within the city that had sufficient acreage (approximately 3 acres or larger) and characteristics for potential redevelopment were identified. These areas equaled about 492.7 acres or 0.77 square miles out of 13.10 square miles. Second, an analysis of both the city's current Future Land Use Map (adopted 2004) and the draft Future Land Use Map contained within this plan were undertaken. Both maps identified that a majority of these potential areas are classified as single-family detached residential.

In The Colleyville Plan (2004-2025), the low and high estimates were calculated using an average residential density factor of 1.8 (base estimate) and 3.5 dwelling units per acre (high estimate). The estimate below was (see Table 2.1, Population Forecast) prepared using the following calculation:

$$[(\text{acres}) \times (\text{density}) \times (\text{occupancy rate}) \times (\text{household size})] + [(\text{vacant platted lots}) \times (\text{household size})] + (\text{current population estimate}) = \text{population forecast}$$



Population growth stabilizes as the city has fewer and fewer parcels remaining for development.

This number is not used; why should it be included?

how determined?

how determined?

Mayor Newton's Comments

Plan Principles

Although the vision has remained the same, the path to achieve it has to keep up with a changing environment. Continued outward expansion from the DFW Metroplex increases the scale and intensity of growth pressures being felt in Colleyville, not to mention a host of fundamental changes in the world around us.

Based on long-standing community input from previous planning efforts, as well as this one, a new set of plan principles were developed to ensure Colleyville continues progression toward its envisioned future. These plan principles provide the fundamental framework for the analysis and recommendations discussed throughout the rest of this plan. They include:

- **Preservation of neighborhoods.** Colleyville is a superb place to live. Its neighborhoods are beautiful and housing is attractive and very well maintained. All neighborhoods have attractive natural settings or an emphasis on significant landscaping. Amenities are plentiful, both within neighborhoods and nearby. First and foremost, Colleyville's neighborhoods, both existing and yet to come, should remain among the very best in the entire region.
- **Enhancing Colleyville's economic resilience.** The diversification of Colleyville's tax base is key to enhancing the city's economic status. Proactive strategies are necessary to improve on what is already an excellent financial position. It may be necessary to fund the type of management, maintenance, and investments in the future that the Colleyville community has asked for. Encouraging non-residential development that provides that strong resource underpinning is vital to the future of the city. This may include increasing the value of development in key areas, such as the areas along Colleyville Boulevard, at the northern gateway to Colleyville, and along the city's edges at Precinct Line Road and State Highway 121.
- **Creating a connected Colleyville.** The Colleyville community expressed their interest in a completely connected city, where major destinations such as parks, schools, retail, dining and civic facilities are all easy to get to in a variety of modes and not only by driving. This goal was echoed repeatedly throughout the planning process. Whether walking or riding a bicycle, a comfortable and safe network (which is well underway) should be completed. Colleyville has the opportunity to make additions and improvements to the network that can have significantly positive effects on quality of life.
- **Enhancing Colleyville's character and brand.** The Colleyville community wants to preserve its unique character and country feel while reinforcing this aesthetic into creating a special brand that sets the city apart.
- **Securing the economic spine of the city.** Through high-quality infill development, more walkable and urban-scaled buildings, and the strategic placement of parking in less visible locations, the Colleyville Boulevard Corridor can gradually evolve into a more identifiable special place. The Colleyville community expressed significant interest in moving forward with this throughout the planning process.
- **Enhancing amenities and services.** In city-wide surveys over the years, the Colleyville community has expressed their appreciation for the effective infrastructure that they have. They are interested in quality over quantity, ensuring that amenities, such as parks and the library, and services, such as public safety and utility infrastructure, are all high quality and provide great value to the community.

Mayor Newton's Comments

Housing & Neighborhoods Chapter 6



Goals

Preserve high quality, established neighborhoods with an emphasis on large lots and natural settings with a "country feel."

Connect neighborhoods and provide high quality amenities.

Policies

1. Preserve neighborhood character and quality.
2. Enhance neighborhood-level amenities and connectivity such as pocket parks, sidewalks, and trails.
3. Require new neighborhood developments to demonstrate and contribute to Colleyville's character.

Benchmarks

- Improved access to neighborhood-level park improvements.
- Increased number and quality of neighborhood-level amenities and connections (e.g. trails).

- maintain "current built" density in established neighborhoods
allowing for additional redevelopment
options

City Services & Facilities Chapter 7



Goals

Maintain an exceptional system of City services and facilities that is technologically current, efficient, and responsive to the needs of the Colleyville community.

Policies

1. Continue to maintain and improve the City's facilities as appropriate.
2. Continue proactive and effective public services to ensure the public health, safety, and welfare of the Colleyville community.
3. Provide and maintain a well-planned and fiscally sustainable public infrastructure.
4. Proactively support efforts to promote green initiatives for fiscal resilience.

Benchmarks

- Additional facility improvements completed.
- Maintained a minimum 90 percent level of satisfaction among the community with City services.
- Maintained or improved current response times for Police and Fire services.
- Additional infrastructure improvements completed.

- Ensure the corporate and quality landscaping are created and maintained
new

Mayor Newton's Comments

Future Land Use Chapter 8



Goal

Maintain the integrity of the existing land uses by ensuring the Future Land Use Plan map and categories reflect the land use mix and character of desired development.

Policies

Establish appropriate future land use categories in the City's Future Land Use Map (FLUM):

- Residential
- Commercial
- Institutional
- Parks and Open Space
- Colleyville Boulevard Corridor (CBC)

Character & Placemaking Chapter 9



Goal

Ensure high quality neighborhood design that positively contributes to surrounding neighborhoods and the country character of Colleyville. *at Colleyville leading north for work*
~~create a unique~~

Enhance the city's commercial corridors to make them unique destinations – specifically Colleyville Boulevard and Precinct Line Road – by creating a unique design aesthetic that sets these corridors apart from adjoining communities and continues to attract destination commercial uses.

Policies

1. Preserve the "country-feel" of roadways.
2. Ensure compatibility of new neighborhoods with existing neighborhoods and connectivity with adjoining developments where appropriate.
3. Create a plan to coordinate the public realm and private development standards for the Colleyville Boulevard Corridor with a strong and unique sense of place that transforms the Corridor into a true destination.
4. Create a unique commercial corridor for Precinct Line Road.

Mayor Newton's Comments

Moreover, the workforce is employed in those industries poised for the highest growth in the region. Nearly 40 percent of the city's workforce is employed in administrative support, professional scientific and technology services, and health care and social assistance.¹ As employment opportunities increase in the area, Colleyville will benefit by maintaining a stable residential base and capturing more retail and office uses within the city. A market analysis performed by Catalyst Commercial identified specific retail and office opportunities in Colleyville, which are summarized below:

RETAIL OPPORTUNITIES

There is a high demand for retail in Colleyville due to retail leakage caused by residents shopping elsewhere in the region. Current and projected retail demand among residents in Colleyville and surrounding communities is high. Additionally, the workforce that commutes into and through Colleyville creates additional demand for retail. Based on Colleyville household data, there is enough current and projected demand to support an additional 303,000 square feet of retail goods and services in Colleyville by 2024.

This retail analysis took into account proximity of adjacent community retail centers, limited amount of greenfield land and lack of highway frontage in Colleyville, and the changing face of retailing due to competition from web-based retailers.

According to Catalyst's market analysis, workforce spending patterns account for an additional \$195 per person per week, totaling \$99 million in annual sales in the city's retail stores and restaurants. It is estimated that the addition of more high quality development with national and regional brands, convenient parking, and a variety of retail and restaurant options could bring in an additional 10 percent of potential retail expenditures from the local

¹ Catalyst Commercial, Market Analysis for Colleyville, Texas.



POTENTIAL RETAIL DEMAND

114,000 SF	retail demand based on current retail expenditure leakage
160,000 SF	projected retail demand based on population and income growth
29,000 SF	estimated retail demand based on workforce spending
303,000 SF	total possible retail demand within Colleyville by 2024.

Source: Catalyst Commercial, Market Analysis for Colleyville, Texas.

how was this determined?

workforce which are currently spent outside the city limits (see Figure 4.2 Potential Retail Demand on Page 34).

OFFICE SPACE OPPORTUNITIES

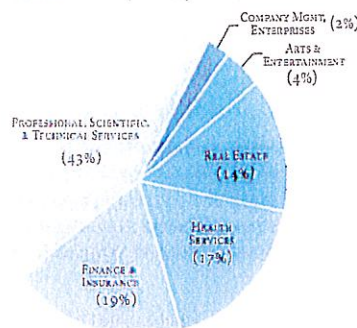
As industries expand and diversify in the area, demand for professional office space will also grow. Office space users will include not only those businesses that provide services to residents, such as lawyers, real estate agents, and financial businesses, but also businesses that provide support services to other companies.

Rental rates in the Westlake/Grapevine/Colleyville submarket are some of the strongest in the region, and vacancy rates of class A and B office space in Colleyville are below the average of the overall market.

According to the office market analysis performed by Catalyst Commercial, there is 817,000 square feet of office space in the city, 83 percent (719,000 square feet) of which is for small office firms. Most of these small firms (43%) provide professional, scientific, and technical services. Only 17 percent is occupied by firms that offer health services (see Figure 4.3 Employment Trends on the right).

Overall, the city's 12 largest employers account for over 60 percent of the city's overall employment. In total, approximately 2,700 businesses employ over 9,800 workers within the city. A significant portion of these workers are employed in the retail and food service sector which accounts for approximately 18 percent of all workers.

Based on current trends, nearly 5,300 square feet of net absorption will be for small office space (firms with five employees or less). Small business relocation from existing space may create additional demand. Based on historical office space turnover trends and average vacancy rates, Colleyville could capture an additional 9,500 square feet of annual office demand for a total of 14,800 square feet of annual absorption.



Source: Catalyst Commercial, Market Analysis for Colleyville, Texas.

The City of Colleyville and surrounding area is home to numerous employers. Below are the top employers (based on total employment) in the area:

DFW International Airport (on-airport employees only)	60,000
Sabre Corporate HQ	2,532
Grapevine Colleyville ISD*	1,681
Texas Health Harris Methodist Hospital	1,546
Gaylord Texan Resort Hotel & Convention Center	1,500
HealthMarkets	1,450
Baylor Regional Medical Center at Grapevine	1,230
Atlantic Southeast Airline, Inc.	1,000
Triad Financial Group	1,000
Market Street*	369

*In City of Colleyville

OFFICE CLASS DEFINITIONS



Office classes represent a subjective quality rating of buildings which indicates the competitive ability of each building to attract similar types of tenants. A combination of factors including rent, building finishes, system standards and efficiency, building amenities, location/accessibility and market perception are used as relative measures.

Class A: Most prestigious office buildings competing for premier office users with rents above average for the area. Buildings have high quality standard finishes, state of the art systems, exceptional accessibility and a definite market presence.

Class B: Office buildings competing for a wide range of users with rents in the average range for the area. Building finishes are fair to good for the area. Building finishes are fair to good for the area and systems are adequate, but the building does not compete with Class A at the same price.

Source: Building Owners and Managers Association International (<http://www.boma.org/research/Pages/building-class-definitions.aspx>)

Mayor Newton's Comments

responsibilities placed on residential landowners. However, many of these new businesses will want to be located along the Colleyville Boulevard Corridor. With limited opportunities, this needs to be through a carefully crafted redevelopment strategy for existing underutilized and under-performing properties based on market opportunities.

- Action 4-1: Continue to utilize creative funding mechanisms (e.g., grants, public improvement or municipal development districts, etc.) to encourage desirable economic growth in targeted areas of commercial redevelopment.

The City already has been successful in using a range of funding mechanisms, such as matching grants, infrastructure participation, and non-cash incentives as tools for attracting new businesses and improving existing ones along Colleyville Boulevard. Incentives, when quantified, can be effective in mitigating excessive development costs and gaps in public infrastructure needed to facilitate high quality development, especially in a redevelopment context. Incentives should be evaluated based upon need, overall public/private ratio, payback period, impact on adjacent developments, net new benefits and other policy goals. In addition, where possible, performance-based incentives should be used. This also includes a continual evaluation of existing programs (e.g., the city's existing Tax Increment Reinvestment Zone (TIRZ)) to ensure they are functioning as needed, and whether or not additional restructuring is recommended.

Incentives, if carefully targeted, frequently provide a net positive return on public investment. This then increases the City's capacity to bring additional private investment that can contribute to the continued economic vitality of the city.

- Action 4-2: Facilitate infrastructure improvements and amenities that support placemaking.

Today, cities are competing to be great places to live and work. In that regard, facilitating development and redevelopment that has a "sense of place" is becoming an essential component of many economic development efforts. This plan establishes a strong vision to transform Colleyville Boulevard into a true destination with a set of coordinated public and private improvements.

Redevelopment is often more expensive due to demolition, property agglomeration, upgrading infrastructure, amending easements, utility relocations, and coordinating with existing adjoining businesses and neighborhoods. To this end, the city should identify and prioritize public infrastructure investments that can encourage private redevelopment that creates higher quality environments, better merchandising, and enhances elements that improve quality of life.

PLACEMAKING

"Placemaking is a multi-faceted approach to the planning, design, and management of public spaces...the art of creating places that uplift and help us connect with others."



Source: Project for Public Spaces.

Mayor Newton's Comments

As part of the city-wide survey administered during this comprehensive planning process, participants identified the following types of businesses that were needed in the city. These expressed "needs" by community residents can contribute to additional sales tax dollars and revenues for the city.

- **Small retail stores / boutiques** – 48.3 percent of respondents felt that more small retail / boutique stores were definitely needed (15%) or somewhat needed (33.3%).
- **Medium-sized retail stores** – 77.7 percent of respondents felt that medium-sized retail stores were definitely needed (34.0%) or somewhat needed (43.7%).
- **Large retail stores** – 56.1 percent of respondents felt that large retail stores were definitely needed (30.6%) or somewhat needed (25.5%).
- **Professional services** – 42.5 percent of respondents felt that additional professional services (e.g., medical, legal, health, beauty, etc.) were definitely needed (10.2%) or somewhat needed (32.3%). Conversely, almost 40 percent felt that more of these services were not needed.
- **Sit-down restaurants** – 85.2 percent of respondents felt that additional sit-down restaurants were definitely needed (45.2%) or somewhat needed (40.0%). Conversely, 50.4 percent felt that more fast food services were not needed.
- **Mixed-use developments** – 47.0 percent of respondents felt that mixed-use areas were definitely needed (16.2%) or somewhat needed (30.8%).

Source: Community responses from the 2014 city-wide opinion survey

Policy: Recruit – Continue to promote Colleyville as an excellent and convenient place to locate a business.

Businesses are attracted to locations that are vibrant and offer a high standard of living for their management and staff. Businesses with specialized professional staff, in particular, favor walkable and vibrant locations that help them attract top talent. Colleyville can readily be promoted as a place where it is easy to live, work, play, and stay. The City's neighborhoods and schools are already top-notch and can help recruit businesses to the City in conjunction with the City's incentive policy and Economic Development Strategic Plan.

There are limited locations within the City for new, quality, commercial development. It will be imperative to ensure that the City can maximize this new commercial development potential to the extent possible. Details on the design and quality considerations are included in Chapter 9.

■ Action 4-3: Continue to pursue new commercial development in the Colleyville Boulevard Corridor and other appropriate locations

Pursuing new, quality, commercial development in the Colleyville Boulevard Corridor, specifically at the Northern Gateway, and the Precinct Line Road Corridor, is a priority to increase commercial tax base, and to reduce retail sales leakage to other cities within the region. Catalyst's assessment identified the capacity for an additional 303,000 square feet of retail goods and services by 2024 (see Figure 4.4. *Businesses Needed in Colleyville* on the left).

Historically, the City has absorbed an average of 6,000 square feet of professional office space and current absorption is close to 15,000 square feet with vacancy near 7%. Additional opportunities in Colleyville would be for boutique corporate headquarters. Overall, forecasts show that demand for quality office will continue to increase. The addition of quality professional office uses will not only capitalize on the areas available highly educated workforce but also provide additional daytime visitors that can increase sales at Colleyville's stores and restaurants.

Shouldn't we
consider Precinct Line
and 121 also?

Mayor Newton's Comments

- **Action 4-1:** Continue to identify the types of prospective businesses (retailers, restaurants, and office uses) that will complement Colleyville's market context.

The City has already recruited several quality retailers and restaurants. Continuing to use this strategic approach by communicating the strength of the city's economic development opportunities and incentives to prospective new retailers and restaurants, will be the key to maintain the current momentum. This could include continuing coordinating meetings at local and regional conferences, organizing annual Retailers Roundup events, etc.

- **Action 4-3:** Continue to pursue and strategically develop high quality lodging-related uses within the city.

As part of a larger effort to increase long-term tax revenue, the City should target hospitality-related uses to attract tourists and visitors. This will support leisure and corporate recruitment and retain visitor spending. In addition, the City should explore integrating conference/meeting space to attract out-of-town guests and increase spending on hotels, restaurants, and local shopping for additional tax revenue. In addition to providing direct jobs within the community, hotels and other lodging-related uses provide the city with hotel occupancy tax revenue and other complementary benefits that can be utilized to fund additional marketing and promotional materials or events.

- **Action 4-6:** Establish partnerships to create a business incubator or accelerator to support start-ups and local businesses within the city.

In addition to national credit retailers and established chain restaurants, it will also be important for the City to support a program to incubate new local businesses in an effort to diversify the city's commercial base.

A small business incubator or accelerator is a facility that provides small, start-up businesses with temporary space and shared business support services. An overarching goal of an incubator or accelerator is to enhance the entrepreneurial climate within the city and to create jobs that can lead to growth and expansion. The focus is on helping new businesses overcome the common problems that cause a business to fail within its first four years of existence. These include poor management, lack of funding, and inadequate marketing.

Although it is normal that small business start-ups have a high failure rate, the City can support the Chamber of Commerce and others in efforts to increase their chances of success. Led by the Chamber, this can include, but is not limited to, temporary office space, office services (e.g., copying, printing, faxing, computers, and high-speed Internet access), etc.

WHAT IS A BUSINESS INCUBATOR or ACCELERATOR?

A business incubator or accelerator is a business support process that accelerates the successful development of start-up and fledgling companies by providing entrepreneurs with an array of targeted resources and services.



Source: National Business Incubation Association, www.nbia.org

Mayor Newton's Comments

Character of Streets

The community identified the country character associated with driving along roads within and throughout Colleyville as one of the community's key strengths. The old county roadway system that previously existed in most of the neighboring communities eventually gave way to multi-lane improvement projects. However, in Colleyville, significant sections of the old county roadway system have been retained and generally function today as

the collector streets. Many of the existing roadways in the city contain signature elements (e.g., mature trees, rural fencing, open swales, etc.) that create a unique character which sets Colleyville apart from many of the surrounding communities. See Figure 5.1, *Existing Streets With Character*. Some of these streets include sections of Pleasant Run Road, Cheek-Sparger Road, Jackson Road, Oak Knoll Drive, Westcoat Drive, Bransford Road, John McCain Road, and McDonnell School Road.

Figure 5.1 Examples of Existing Streets With Character



Fencing and open space as signature elements



Mature trees and no curbing as signature elements



Open swales and no curbing as signature elements



Fencing and woodlands as signature elements

Mayor Newton's Comments

regional roadway that extends along the western edge of Colleyville and serves as the western boundary between Colleyville and North Richland Hills.

Traffic Generators

Typically, the major sources of traffic in a community are internal (e.g., travel to and from a school or a shopping center). In Colleyville, however, a significant amount of vehicular traffic is generated by adjacent community residents traveling through Colleyville to reach destinations in other nearby communities. Colleyville Boulevard carries a significant amount of external commuter traffic. However, its route does not extend through Colleyville's residential neighborhoods, contrary to the east-west roadways of McDonwell School Road, John McCain Road, Glade Road, Hall-Johnson Road, and Cheek-Sparger Road.

In the past, Colleyville has received relatively little economic benefit from increased traffic through the community. With the growth of retail areas such as Colleyville Downs, the Village at Colleyville, and the Colleyville Town Center/Market Street development, connectivity can serve to generate significant activity that benefits the city.

North Tarrant Parkway was recently extended to Interstate Highway 35W, between Fort Worth and Keller. This route provides a multi-lane connection from the north side of Fort Worth to Precinct Line Road. Due to its completion, east-bound traffic will likely increase in the future along McDonwell School Road and John McCain Road. Mid-Cities Boulevard already provides a multi-lane east-west roadway from Saginaw to DFW International Airport through Colleyville along Cheek-Sparger Road.

During early morning and evening commute times, additional traffic (which comes in large part from the external pass-through traffic) increases congestion along Colleyville's roadways making it more difficult to gain access to adjacent residential neighborhoods. This is not to be too unexpected, as most of the major intersections on the city's predominantly two-lane arterial system are not designed to accommodate high volumes of turning movements.

Traffic Volumes

On an annual basis, City collects traffic volume information for most of the major roadways in the community, generally taken near major intersections. Future traffic volume projections are derived from the North Central Texas Council of Governments (NCTCOG) 2035 Traffic Volume Projections. However, several roadways are already seeing traffic counts at the 2035 level. Information on both current and projected traffic volumes is useful for economic development purposes as well as for establishing a sound roadway maintenance or improvement program.

TRAFFIC GENERATORS

Within the city limits, the major traffic generators include, but are not limited to, the following:

- Glade Pains shopping center
- Colleyville Downs shopping center (formerly Village Park)
- Colleyville Town Center
- Village at Colleyville
- Area schools



which roads?

Mayor Newton's Comments

From a design standpoint, the right of way of a collector street should not be narrower than any of the local streets entering it. Additionally, the design of a collector street should include consideration for the right-of-way width and number of lanes which provide for continuity of the overall system. Right-of-way widths will be a maximum of 75 feet with pavement widths of 28 to 42 feet, depending on whether the street is serving an urban or rural area and the need for a specific lane configuration (e.g., six-foot paved shoulders, center turn lane, etc.).

ARTERIAL STREETS

Arterials move large volumes of traffic between major destinations. With some degree of access control they prioritize mobility over accessibility in order to provide the highest level of service at the greatest speed for the longest uninterrupted distance. Major arterial thoroughfares are often multi-lane facilities and are often constructed and maintained by the Texas Department of Transportation (TxDOT). The two major arterial streets in Colleyville are Colleyville Boulevard and Precinct Line Road. Minor arterial streets provide for traffic movement from the various neighborhoods to commercial areas and other major traffic generators (e.g., schools and municipal buildings), and also serve as routes for thru-traffic from adjacent cities. Right-of-way widths will be a maximum of 95 feet with pavement widths of 36 feet to 44 feet. Examples of minor arterial streets include Hall-Johnson Road, Cheek-Sparger Road, and Glade Road.

EXPRESSWAYS/FREEWAYS

Expressways/freeways provide for expeditious movement of traffic between areas and across cities,

with an intent of moving large volumes of traffic at relatively high speeds, with as few delays and interruptions as possible. One of the ways this occurs is through the limitation of direct access to adjacent properties. With the exception of adjacency to a segment of State Highway 121 on the eastern border of Colleyville, no expressways will occur in the city.

Mayor Newton's Comments



During the planning process, the Colleyville community frequently noted their appreciation for the roundabouts that have been installed in recent years, and asked that those improvements continue. The photo depicts the roundabout installed at the intersection of Glade and Pool Roads.

Policy: Explore opportunities to improve connectivity within and between neighborhoods and developments (especially along the Colleyville Boulevard Corridor and adjoining neighborhoods).

As Colleyville developed, many neighborhoods were built with only one or two vehicular access points and frequently lacked vehicular connections to nearby neighborhoods. In recent years, many newer developments have been built in the same manner, forcing all traffic out to the nearby collectors or arterials. In places where higher capacity collectors and arterials are available, this may be acceptable. However, with the desire to maintain a rural character in Colleyville, this design arrangement simply increases the burden on the city's collectors and arterials. Similarly, many commercial developments were designed without internal connectivity to adjacent parcels.

In addition, there is increasing desire on the part of Colleyville residents to be able to walk or ride a bicycle to nearby destinations. Access to sidewalks and trails for both recreation and mobility is becoming an important element of quality of life for many communities, especially for Colleyville. The Colleyville community has expressed this desire repeatedly, going back to the 1998 Plan, The Colleyville Plan (2004–2025), and most recently as part of the 2011 Parks, Recreation & Open Space Master Plan.

Given the narrow pavement sections and the desire to maintain the rural character of drainage swales along many streets, the preferred solution to improve connectivity for both bicyclists and pedestrians is to expand the city's system of trails that parallel many streets. These trails are typically 10-feet wide and can carry low to medium volumes of both bicyclists and pedestrians concurrently (as long as high-speed bicycle travel is not anticipated). Since there is a growing interest in walking and bicycling, every neighborhood in Colleyville should have comfortable and appealing options for users to walk or ride to nearby destinations.

Why?
This needs to
change - proactively

Mayor Newton's Comments

- Action 5-9: Integrate trail and sidewalk improvements as part of the City's Capital Improvements Program (CIP) with a direct tie to the City's trail plan.

In addition, the City should consider creating a sidewalk or trail infill program as part of the CIP which can prioritize short segments (1/4 mile or less) that can be implemented if street improvements are not imminent in order to provide short term (between 5 and 10 years) connectivity or critical links.

Policy: Balance traffic volume, capacity, and mobility needs with the preservation and/or creation of character along city streets.

The rural character exhibited by many of the streets in Colleyville is one of the city's strongest assets. Colleyville, as a community, strongly supports the preservation of that rural character, rather than developing standard streets that can be found in any community in the area. Given the relatively low number of collectors and arterials in Colleyville, attention should be paid to the character and context of each non-local street. Further, both the Colleyville community and the Comprehensive Plan Advisory Committee (CPAC) recommended that the character of key roadways in the city be considered when planning for land use and roadway improvements.

- Action 5-10: Develop site-specific or context-sensitive solutions (CSS) that preserve the character of streets as they are improved.

As streets are redeveloped or improved, signature elements (e.g., the drainage swales which help to create a rural character along many of the city's roadways) should be identified for possible protection prior to finalizing design and construction plans. Landscape architects, planners, or urban designers should be included as early in the process as possible when a street is considered for improvement. Preliminary engineering reports should be used to identify solutions that combine appropriate best practices and design standards, while also exploring specific strategies to preserve the character-building signature elements of that street (see the Character of Streets section earlier in this Chapter). Standard cross-sections should be used for guidance, but should maintain flexibility and be adjusted as necessary using CSS.

BAR DITCHES / SWALES

In the 2014 Citizens' Survey, 57 percent of respondents expressed that eliminating bar ditches on city streets is not important for Colleyville to address in the near future (27% not very important; 14% not at all important; 17% no opinion). Bar ditches (also known as borrow pits or swales) are roadside channels dug for drainage purposes.

Source: 2014 Citizens' Survey.



WHAT IS CSS?

Context sensitive solutions (CSS) is a collaborative, interdisciplinary approach that involves all stakeholders in providing a transportation facility that fits its setting. It is an approach that leads to preserving and enhancing scenic, aesthetic, historic, community, and environmental resources, while improving or maintaining safety, mobility, and infrastructure conditions.

— Results of Joint AASHTO / FHWA Context Sensitive Solutions Strategic Planning Process, Summary Report, March 2007



Mayor Newton's Comments

The rural character while traveling through many parts of the city, especially west of Colleyville Boulevard, is unique to the area and helps Colleyville stand out as a community.

■ Action 5.11 Encourage preservation of signature street elements as part of improvement projects

Since the character of many existing streets is such an asset for the community, implementation of unique, one-of-a-kind solutions, where appropriate, should be supported. Utilize preliminary engineering reports to identify the funding levels needed for improvements to each street corridor. Support efforts for companion tree preservation and streetscape elements as part of improvements to streets, where possible.

■ Action 5.12 Consider context-sensitive solutions to constructing trails within the city

Many of the streets in Colleyville are conversions from the city's rural past and are still lined with trees. Consequently, even trail or sidewalk design and construction should consider the context of each individual corridor to determine appropriate solutions for building that segment of trail or sidewalk. Since many of the streets within the city have relatively narrow rights-of-way, drainage swales could be utilized to improve city-wide connectivity. While the City should have general standards for trail width that it applies consistently, the implementation of trails should use context-sensitive solutions to protect mature trees and other signature elements that define Colleyville's rural character.



Mayor Newton's Comments

Housing and Neighborhoods

Colleyville is widely known for the high quality of its neighborhoods. Colleyville residents enjoy quiet internal neighborhood streets with little traffic, mature trees, extensive green areas, nearby parks and other amenities, and access to some of the best schools in the entire DFW Metroplex region. The city's crime rate is extraordinarily low, and residents can also rest assured that their investment in their property will retain its value over the years. As a result, Colleyville continues to be one of the most desired places to live.

Retaining the value and quality of neighborhoods is one of the single most important priorities of the Colleyville community.

Since much of the city consists of existing residential neighborhoods, Colleyville's long-term future is inextricably tied to its housing quality and conditions. While one challenge is to protect and preserve existing neighborhoods, another is to ensure future housing further strengthens the city's status in the DFW Metroplex region. In the city's mature existing neighborhoods, housing exhibits a rural character accessed by rural roadways. In these areas, increased access to quality-of-life amenities (e.g., improved walkability, recreation, etc.) is important. In new neighborhoods, tree preservation, high quality layout and design should be a minimum requirement to ensure that these important amenities are considered while creating neighborhoods that have a sense of character. Each of these considerations, if done well, strengthens the character of the city which is so important to the Colleyville community.

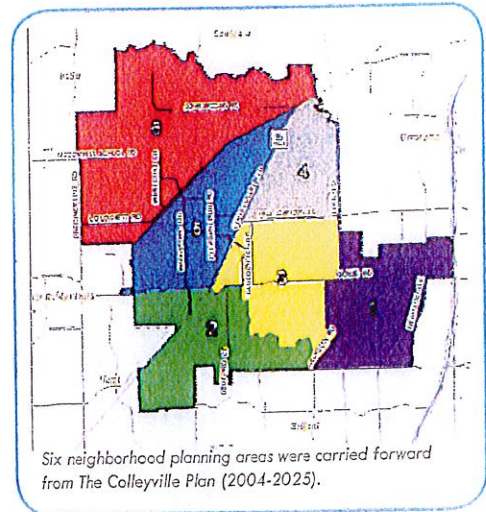
low density

Neighborhood Planning Areas

During the planning process for The Colleyville Plan (2004-2025), the city was divided into six neighborhood planning areas to help facilitate participation and planning. The boundaries of the six planning areas were chosen based on the service areas of the existing homeowner associations, as well as physical features such as major streets, railroads, and creeks.

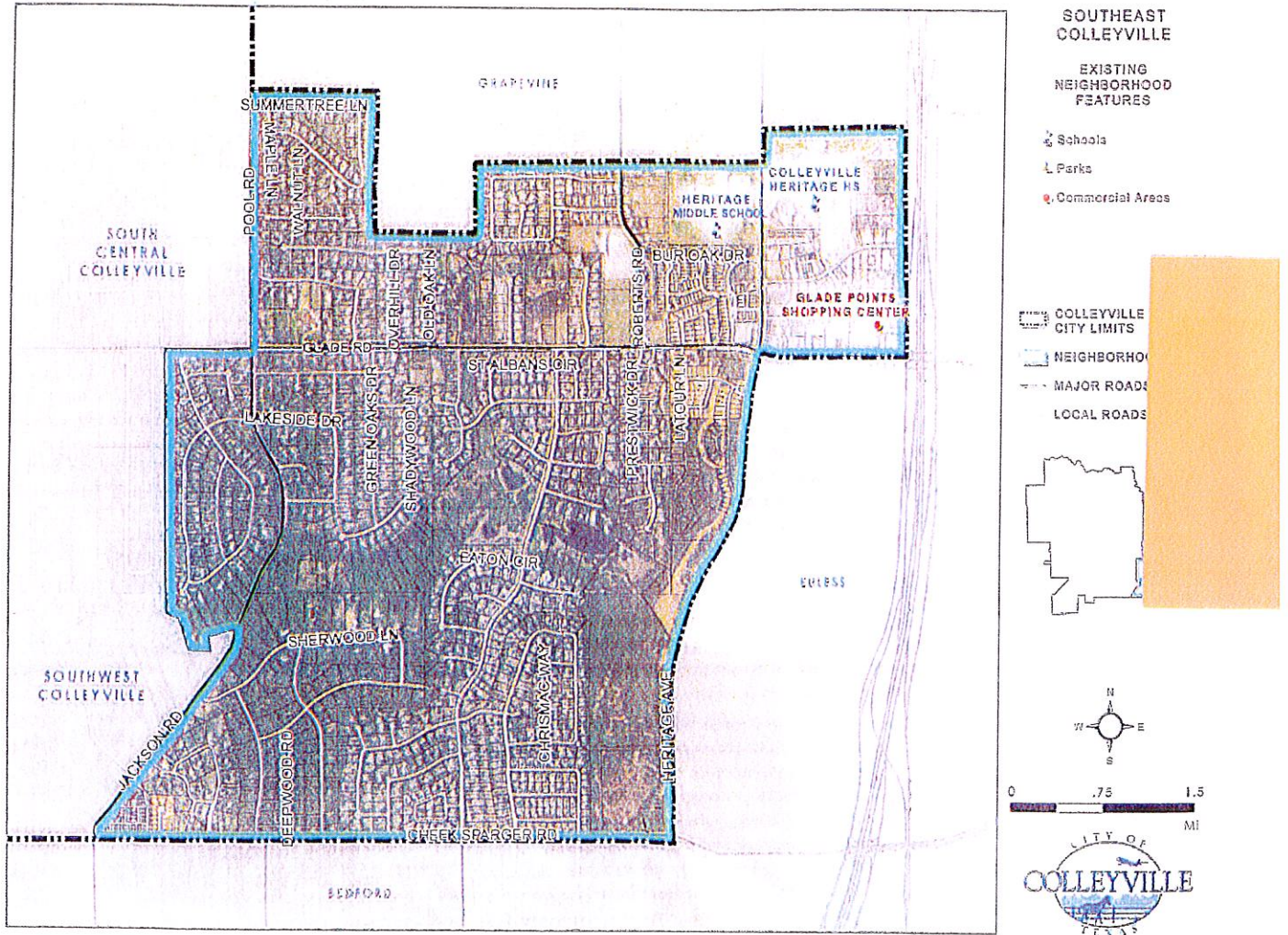
Destination Colleyville uses the same six neighborhood planning areas to facilitate discussions and develop strategies to enhance neighborhoods in all parts of the city.

Figure 6.1 Six Neighborhood Planning Areas



Add these concepts
 need to discuss the areas of zoning that was approved in the 1970's but that is built at a much lower density. we need to preserve these neighborhoods etc. city must have a policy that re-zones the higher density zoning to a lower density that matches what was actually built. estimate the areas could

Mayor Newton's Comments



→ redevelop to a higher density form by destroying the character and quality of the neighborhood

- Re development is a threat to neighborhood character if that redevelopment allows higher density (ex net 6000)

— need to improve quality requirements and standards at our development platform

Mayor Newton's Comments

Southeast Colleyville • Neighborhood Area 1

Placement in the Community

Southeast Colleyville occupies the southeast quadrant of the city. Bounded by Cheek-Sparger Road to the south, Jackson and Pool Roads to the west, State Highway (SH) 121 and Heritage Avenue to the east, and the city limits with Grapevine to the north and east, Southeast Colleyville totals approximately 1,213 acres (1.9 square miles) or 14.3 percent of the overall land area of Colleyville. With the development of the Heritage Avenue tract into single family homes, most of Southeast Colleyville is developed.

During the planning process for the comprehensive plan, feedback from focus groups comprised of residents of this area noted the convenience of living here, with easy access to SH 121 and also to commercial areas along Colleyville Boulevard. The major issue for the area is traffic congestion along Glade Road and Cheek-Sparger Road, and occasional periodic traffic delays generated by other users in the area (e.g., churches).

Character and Form

The following descriptions provide a summary of the character, development pattern, transportation and connectivity, and parks, recreation and open space in Southeast Colleyville.

- **General character.** Small portions of this area can be characterized as fairly typical suburban style developments. However, these developments transition to portions of Southeast Colleyville that are among the most beautiful in all of Colleyville. Home styles vary from older 1970's ranch style homes to large mansions with extensive open space and attractive front yards. Several gated communities exist in the area along Martin Parkway

and Jackson Road. Much of the area drains to tributaries of Little Bear Creek, and as a result the area is heavily wooded with stands of large mature trees. This wooded character is extremely appealing and is one of the distinguishing aspects of much of Southeast Colleyville. Private ponds which are visible from the area's public streets also contribute to the lush, luxurious feel of the area.

- **Development Pattern.** Approximately 90 percent of this area is comprised of existing single family residences, with the remaining 10 percent consisting of commercial and institutional uses. Residential lot sizes vary from estate-sized lots along drainage tributaries of Little Bear Creek, to garden home-sized lots north of Glade Road and west of Heritage Avenue. Development patterns transition from freeway commercial uses at Glade Road and SH 121, to garden residential lots near Heritage Avenue and Glade Roads, finally to larger lots further to the west and throughout the remainder of Southeast Colleyville. Residential uses in the area total 1,112 acres and 1,707 lots, yielding a residential density of approximately 1.54 dwelling units per acre¹.

- **Transportation and Linkages.** Glade Road and Cheek-Sparger Road are the primary east-west minor arterials in the area. Heritage Avenue, Martin Parkway, and Jackson Road are the primary north-south roadways for this area. Apart from the four-lane sections of Glade Road and Heritage

¹ Existing residential percentage for each neighborhood area includes all areas within residential and agricultural zoning districts and includes right-of-way and parks.

Residential density is calculated by dividing the total number of residential lots (occupied and vacant) in the neighborhood by the total land area in the neighborhood in residential or agricultural zoning district categories.

Area not density => Should be computed by total lots in residential developments by the acreage in the residential development minus ROW

Mayor Newton's Comments

Avenue at the commercial areas near SH 121, most streets in the area, including arterial, are two-lane roadways.

- **Parks, Recreation, and Open Space.** Southeast Colleyville has several private parks but no public parkland. The open parkland behind the Senior Center in Southwest Colleyville provides the main park space for this area. A total of 46 acres of private parkland are contained in the area, however, much of this private parkland is fenced and restricted to specific neighborhoods or homes. Some residents of the area have access to Melrose Park, which is a large private neighborhood park located on Martin Parkway. With the exception of wide sidewalks along a portion of Glade Road and Heritage Avenue, leading to the middle school and high school, the area has no existing public trails. Private recreational trails can be found in Melrose Park, as well as in privately shared open space east of Martin Parkway.

Key Current and Future Considerations for Southeast Colleyville

1. The commercial areas between SH 121 and Heritage Avenue are vital to the overall fiscal health of the city. They are the only freeway-oriented properties in the city, and have no direct residential adjacencies. As such, the intensity of development directly adjacent to SH 121 should be maintained and even increased where appropriate. Non-residential densities can decrease closer to Heritage Avenue, but should still remain among the highest in the city.
2. Roadway improvements are discussed in the Transportation section of this plan. However,

Southeast Colleyville residents have expressed their desire that Glade Road remain two lanes, with the exception of upgrades at intersections to improve traffic flow. Any improvements to Cheek-Sparger Road should carefully consider the character of the roadway. For both roads, shoulder improvements for roadway safety and traffic flow improvements at key intersections should be considered, where and when feasible.

3. No public park improvements are currently slated for this area. However, future park improvements in the city's park land adjacent to the Senior Center will be needed to provide public facilities for residents of Southeast Colleyville.
4. Sections of eight- to 10-foot wide trails exist along the north parkway of Glade Road between Pool Road and Heritage Avenue. Filling trail gaps along this section of Glade Road should be planned in order to enhance connections to area schools, retail and dining closer to SH 121.
5. Heritage Avenue and Cheek-Sparger Road Intersection – work with the City of Euless to make improvements as appropriate when necessary.

Enhancement should be done in a way that maintains the character of the road.

not true
why is this statement here?

Mayor Newton's Comments

See comment as how to
compute density - not residential
density

Southwest Colleyville - Neighborhood Area 2

Physical and Cultural Context

Southwest Colleyville occupies the southwest corner of Colleyville, and is generally bounded by Glade Road and Little Bear Creek to the north, Cheek-Sparger Road to the south, Jackson Road to the east, and Colleyville Boulevard to the west. A portion of Southwest Colleyville neighborhood area is west of Colleyville Boulevard and extends to Precinct Line Road which is the city limits with Hurst. Southwest Colleyville totals approximately 1,292 acres (2.02 sq. miles) or 15.3 percent of the overall land area of Colleyville.

Feedback from focus groups comprised of residents of this neighborhood area noted the high quality of their neighborhoods and, with this area's proximity to Colleyville Boulevard, the relative convenience and accessibility to other areas of the city.

Character and Form

- **General character.** While more than three-quarters residential, this area also has some non-residential uses extending along Colleyville Boulevard. The area is traversed by Little Bear Creek and consequently includes significant green spaces. Bedford Road, which crosses Little Bear Creek, is representative of the characteristic beautiful Colleyville thoroughfare, with large trees and a classic rural feel along much of the roadway in this area.
- **Development Pattern.** Southwest Colleyville is essentially completely developed, with only a few lots remaining open for development. The area is approximately 83 percent existing residential uses with 1,718 lots. This neighborhood has a density of

approximately 1.60 dwelling units per acre. Lots in the area are still generally below average in size, ranging from 10,000 to 15,000 square feet in size.

- **Transportation and Linkages.** Glade Road and Cheek-Sparger Road are the only east-west minor arterials in the area. Colleyville Boulevard, Precinct Line Road, Bedford Road, and Brown Trail are the only major north-south roadways in the area. With an eventual six lanes, Colleyville Boulevard has significant capacity to handle the traffic needs of the area. However, getting to Colleyville Boulevard is through a two lane section of Cheek-Sparger Road between Oakbriar Lane and Colleyville Boulevard.
- **Parks, Recreation, and Open Space.** This area has a higher percentage of public parkland than any other in the city. The Colleyville Nature Center and Sparger Park take advantage of their pristine locations adjacent to Little Bear Creek and are major amenities for the area. Woodbriar Neighborhood Park provides amenities south of Cheek-Sparger Road, and all neighborhoods in this area have close access to parks. Trails can be found in both parks, and older private trails along Cheek-Sparger Road point to future trail possibilities that mimic the public trail across Cheek-Sparger Road in Bedford.

Key Current and Future Considerations for Southwest Colleyville

1. Redevelopment of the existing commercial lands between Colleyville Boulevard and Felps Drive will most likely occur in the future, and should be encouraged to bring additional destination value to Colleyville Boulevard. The buffering of residential

Mayor Newton's Comments

areas east of Felps Drive should be incorporated into any redevelopment plans for the area. More compact and walkable non-residential development should be encouraged for other tracts along Colleyville Boulevard, and should take advantage of the desire to be close to Colleyville Downs Shopping Center.

2. Neighborhood-scale retail and office uses should be encouraged at the southern corners of Cheek-Sparger Road and Bedford Road, with adequate buffering provided where residential adjacencies occur.
3. Proposals for development of floodplain lands on the north side of Little Bear Creek between Colleyville Boulevard and Bedford Road should be carefully evaluated for their potential impact on area flooding and the beautiful creek environment. The loss of creek environment could impact the value of nearby residential areas.
4. Evaluate options to improve traffic flow along Cheek-Sparger Road between Bedford Road and Colleyville Boulevard, including improving the intersection of Bedford Road and Cheek-Sparger Road. Consider improvements as appropriate along Cheek-Sparger Road between Colleyville Boulevard and Brown Trail (San Bar Lane to Oakbriar Lane).
5. Trail linkages between the Nature Center and Sparger Park would create a unique amenity for this neighborhood area and should be a high-priority focus. These trail linkages could use natural paving materials in keeping with the character of the area.
6. Explore ways to widen and enhance the existing trails on the south side of Cheek-Sparger Road in partnership with the City of Bedford.

a connecting trail system could be put in this creek area

Mayor Newton's Comments

South Central Colleyville - Neighborhood Area 3

Placement in the Community

Neighborhood Area 3 (South Central Colleyville) focuses on a central area of the city, east of Colleyville Boulevard. It extends from Pool Road on the east, the centerline of Little Bear Creek and Jackson Road on the south, Colleyville Boulevard on the west, and Hall-Johnson Road to the north. This area is key to the future of Colleyville, since it contains commercial areas along the Colleyville Boulevard Corridor. South Central Colleyville totals approximately 1,248 acres (1.95 sq. miles) or 14.7 percent of the overall land area of Colleyville.

Feedback from focus groups comprised of residents of this neighborhood area noted the quality and love for their neighborhoods. They expressed the desire to ensure that the character of major streets in the area, such as Glade Road, is not lost due to roadway improvements to increase traffic flow.

Character and Form

- **General character.** Much of this neighborhood area has a large estate lot feeling to it. The area also includes significant commercial development along Colleyville Boulevard. Residential areas along Little Bear Creek, with forest-like stands of mature trees, are among the most scenic and beautiful areas in the entire city.
- **Development Pattern.** As is the case in other areas, South Central Colleyville is essentially completely developed, with only a few lots remaining to be developed. The area is approximately 90 percent existing residential uses, which is the third highest ratio of residential to non-residential in the city. This neighborhood has an approximate density of 1.00 dwelling units per acre. A significant number

of large estate-sized lots can be found along Oak Knoll Drive, other streets south of Glade Road, and along Montclair Drive and Bluebonnet Drive north of Glade Road.

- **Transportation and Linkages.** Glade Road and Hall-Johnson Road are the only major east-west arterials in the area, and they link this neighborhood area to commercial developments along Colleyville Boulevard. Colleyville Boulevard and Pool Road provide major north-south access north of Glade Road, and are supplemented by Riverwalk Drive and Montclair Drive in the area. South of Glade Road, Jackson Road, Martin Parkway, and Heritage Avenue all provide adequate north-south connectivity given the low density of the area.
- **Parks, Recreation, and Open Space.** South Central Colleyville has only one public open space, at the Senior Center along Glade Road, and no significant private parks. Although it is located in Southwest Colleyville, nearby Sparger Park also serves this area. Open spaces at the Colleyville Center also have potential to address quasi-parkland needs for this area. Trails can be found in Sparger Park, at the Senior Center, and along Church Street and Riverwalk Drive. Trails along Glade Road stop at Pool Road and do not extend westward into this area.

Key Current and Future Considerations for South Central Colleyville

1. Though not yet realized, pedestrian and bicycling connections between this area and the major retail, dining, and entertainment uses along Colleyville Boulevard are vital and highly desired. Efforts to

- Some comment - use not density
- a strategy to preserve the character
of this area is very important to it
does not change with
redevelopment. We maintain low density
standing - do not allow zoning changes
high density zoning changes
- do ~~not~~ classify upon redevelopment

Mayor Newton's Comments

Northeast Colleyville - Neighborhood Area 4

Location in City Comments

Occupying the northeastern portion of the city, Neighborhood Area 4 (Northeast Colleyville) encompasses the area north of Hall-Johnson Road, east of Colleyville Boulevard, west of Pool Road and south of Big Bear Creek. Northeast Colleyville totals approximately 793 acres (1.24 sq. miles) or 9.4 percent of the overall land area of Colleyville.

Feedback from focus groups comprised of residents of this neighborhood area were concentrated on issues dealing with the future development of large rural tracts along Colleyville Boulevard, and the interest in trail connections to Big Bear Creek.

Character and Form

- **General character.** This area is characterized by more traditional suburban residential neighborhoods. Lot sizes in this area might be considered large in other communities but are on the smaller side for Colleyville. Neighborhoods range in age from more mature developments that have been in place for more than 30 years, to newer areas around Kimzey Park that were developed within the last 10 to 15 years. With the exception of the visual open space provided by Bluebonnet Hills at the corner of Hall-Johnson Road and Colleyville Boulevard and a portion of Big Bear Creek north of Kimzey Park, this area has no significant open space features. Neighborhoods have attractive mature trees that add character and value to properties in the area.
- **Development Pattern.** While still largely developed, Northeast Colleyville does have some large remaining undeveloped areas along Colleyville Boulevard. Northeast Colleyville is

approximately 81 percent existing residential uses, which is the lowest ratio of residential to non-residential in the city. At approximately 1.59 dwelling units per acre, this area has the highest overall density of single family residential in the city.

This area incorporates extensive commercial properties along Colleyville Boulevard. Many of these commercial and industrial type uses can be redeveloped in the future.

- **Transportation and Linkages.** Hall-Johnson Road is the only major east-west minor arterial in the area, and provides the only direct link to commercial areas along Colleyville Boulevard. Colleyville Boulevard and Pool Road provide major north-south access, with no other continuous north-south roads in the area. Apart from Tarrant Lane, Industrial Boulevard and Oak Pointe Drive provide limited road connections between area neighborhoods and the commercial destinations along Colleyville Boulevard. However, the bulk of the residents to go south to Hall-Johnson Road or north along Pool Road to access signalized intersections at Colleyville Boulevard.
- **Parks, Recreation, and Open Space.** Kimzey Park in the northern tip of this area and the playground facilities at Glenhope Elementary School provide the only public park and playground services for residents of this area. A small private park with a pond and walking trail located south of Independence Street provides park access to nearby residents. Natural areas along small portions of Big Bear Creek which are within Colleyville are found in this area. Apart from walking trails located in Kimzey Park, the area has no significant publicly accessible trails.

Save comment
do have to
compute this
- most residential
density

*
there can be
developed with
trail connections
along the creek
to Park Park

Mayor Newton's Comments

Key Current and Future Considerations for Northeast Colleyville

1. Promote the development of a unique walkable commercial site at the Northern Gateway, an undeveloped 23 acre tract across from John McCain Road and Colleyville Boulevard. Ensure that adequate buffering/transitions between the development and adjacent residential areas is incorporated.
2. To provide a stronger and more sustainable economic foundation for the city, encourage the redevelopment of older commercial and industrial uses along Colleyville Boulevard into high quality commercial and service destinations. Where feasible, make these walkable.
3. Create additional pedestrian and bicycling connections between neighborhoods in this area and the major retail, dining, and entertainment uses along Colleyville Boulevard.
4. Create walking and bicycling connections between Kimzey Park and regional trails to the north along Big Bear Creek.

- Convert Cotton Belt trail along from McCain & 26 along creek to Kimzey park and on to Park Park
in Grapevine
- new trail under bridge a Hwy 26 to connect

Western Central Colleyville - Neighborhood Area 5

Placement in the Community

Occupying the center-west portion of the city, Neighborhood Area 5 generally occupies the area between Colleyville Boulevard to the east and the Cotton Belt Trail corridor to the west. Glade Road forms the southern boundary of this area. The area contains a portion of the northern gateway, three connected undeveloped tracts that total to 36 acres. Western Central Colleyville totals approximately 1,324 acres (2.07 sq. miles) or 15.6 percent of the overall land area of Colleyville.

Feedback from focus groups comprised of residents of this neighborhood area focused on issues relating to appropriate transitions to the future development on the large Northern Gateway tracts along Colleyville Boulevard, and the interest in connections to the regional Cotton Belt Trail.

Character and Form

■ **General character.** This area is characterized by a mix of residential lot sizes, ranging from high quality, zero-lot-line homes in the Village area to large estate-sized lots closer to the Cotton Belt Trail. Tinker and Bransford Roads in the area are all two-lane rural roads that characterize the city's country past. Extensive mature trees and open swale drainage preserve a country feeling throughout the residential portions of this area.

■ **Development Pattern.** Western Central Colleyville is approximately 86 percent existing residential uses, and its density is approximately 1.16 dwelling units per acre. Non-residential development along Colleyville Boulevard ranges

Some comment to compute density - net residential density. This needs to include the residences in the Village. The 1.16 number does not include that.

Mayor Newton's Comments

Northwest Colleyville - Neighborhood Area 6

Placement in the Community

Neighborhood Area 6 (Northwest Colleyville) encompasses the western third of Colleyville. It is bounded by the Cotton Belt Trail corridor to the east, Big Bear Creek to the north, Precinct Line Road to the west, and L. D. Lockett Road to the south. Northwest Colleyville totals approximately 2,601 acres (4.06 sq. miles) or 30.7 percent of the overall land area of Colleyville.

Character and Form

- **General character.** This neighborhood encompasses the entire western sector of the city. A significant number of the large estate lots on the far western edge of the city near Precinct Line Road have been redeveloped into smaller-lot neighborhoods transitioning to lower density neighborhoods to the east. The Northwest Neighborhood has beautiful established areas with the country character that represents what the Colleyville community wants to preserve.
- **Development Pattern.** This neighborhood area is the largest in the city, encompassing more than 30 percent of the gross land area of the city. Northwest Colleyville has experienced significant change since the previous comprehensive plan in 2004. The neighborhood's residential density of 1.06 dwelling units per acre is one of the lowest in the city. Overall, 96 percent of the area is existing single family residential uses, the highest percentage in the city. The area has significant open space and parklands, but a very small amount of retail development.
- **Transportation and Linkages.** Major roadways in the area include L. D. Lockett Road, Westcoat

Drive, McDonwell School Road, Precinct Line Road, Pleasant Run Road, and John McCain Road. In addition, the MTP proposes McDonwell School Road be extended east from Westcoat Drive to connect just west of Cutter Ridge Court to improve east-west connectivity in the area. Most roadways in Northwest Colleyville all are generally two-lane rural cross-sections, and intersection improvements and MTP connectivity recommendations can serve to improve traffic flow in the area.

- **Parks, Recreation, and Open Space.** This area has four City parks and multiple smaller private parks. L. D. Lockett, McPherson, Reagan, and Pleasant Run Parks are the major public park facilities in the area. Trail connections along McDonwell School Road and Westcoat Drive, as well as the Cotton Belt Trail, are the major trail corridors in this area. Trails along McDonwell School Road are excellent examples of trail integration adjacent to a two-lane roadway.

I think this may relate to a road extension that we removed

This was a travesty

Comments were not density

Mayor Newton's Comments

Recommendation for Future Consideration for Northwest Colleyville

1. Encourage a mix of retail and professional office uses along the remaining undeveloped areas of Precinct Line Road, with the goal of expanding the city's sales tax base.

why office?

why not stress retail along Precinct Line Road. Is there Colleyville has not put adequate effort into developing this commercial area

Housing and Neighborhood Framework

GOALS

Preserve high quality, established neighborhoods with an emphasis on large lots and natural settings with a "country feel."

Connect neighborhoods and provide high quality amenities.



Policy: Preserve neighborhood character and quality.

Neighborhoods are one of Colleyville's greatest assets, as they form the foundation for the city's reputation and quality of life. As neighborhoods age and mature, some develop a unique and enduring character while others are unable to maintain the quality of development they once had. For this reason, the City should support neighborhood protection and preservation efforts. Safe, well-maintained neighborhoods that have enduring character allow reinvestment and help maintain property values and residential tax base.

The City can support and establish programs to protect and enhance the integrity of its neighborhoods. Potential strategies include improving or updating public facilities and services such as streets, street lighting, drainage systems, traffic control or management, neighborhood policing, and code enforcement.

→ also we should emphasize a policy of not allowing high density pop redevelopment - I think this is critical

Mayor Newton's Comments

Action 6-1: Consider overlays for established neighborhoods

In many neighborhoods, residents may want to protect the existing character of development. In these cases, the City could work with neighborhood residents and representatives to develop specific recommendations for protection or enhancement. This may include the creation of a special area plan that frames appropriate changes needed in the underlying regulations, such as garage placement, setbacks, building materials, etc. This may also include other actions that help existing neighborhoods maintain or add landscaping, sidewalks, trails, and park amenities.

Action 6-2: Provide mechanisms for context-sensitive residential redevelopment

Given the high demand for homes in the Colleyville area and as the city approaches build-out, it will be important to thoughtfully design new residential projects with appropriate considerations of lot sizes, transitions and connections to adjacent neighborhoods, trails, open space and tree preservation, and design of open fencing, landscape treatment, and setbacks along rural character roadways.

Policy: Enhance neighborhood-level amenities and connectivity such as pocket parks, sidewalks, and trails.

While the city is known for its superb neighborhoods, there are still opportunities for improvement so they continue to be one of the key assets in the community. Access to sidewalks, trails, and parks is becoming an important element of quality of life for many communities, especially for Colleyville. Neighborhoods designed with such amenities typically maintain their property values over time. It is about providing safer and inviting ways to move in and around one's neighborhood without having to get in an automobile in addition to creating a reinvestment dynamic in the neighborhood as it matures.

Action 6-3: Continue to focus on neighborhood park and recreation improvements to positively contribute to neighborhood vitality

Clean, well-maintained, and vibrant neighborhood parks are an anchor for strong, established neighborhoods. The City can work with neighborhoods to determine ideas to increase access to, and amenities at, neighborhood parks. This could include the installation of upgraded or additional amenities at existing parks.

*Protect neighborhoods!
Character and density
upon redevelopment!*

*—add policy for protecting neighborhood character
and density upon redevelopment*

Mayor Newton's Comments

Action 6-4: Improve neighborhood connectivity to the Colleyville Boulevard Corridor and key destinations.

Colleyville Boulevard is the economic spine for the city. It also contains most of the commercial services that the Colleyville community is interested in visiting. Currently, the Village at Colleyville is probably the most walkable and pedestrian-friendly commercial area in the city. As additional areas of Colleyville Boulevard are redeveloped and revitalized (e.g., in the Northern Gateway), more opportunities for creating walkable and pedestrian-friendly environments can be created. As a result, there will also be increased demand for accessing these areas without having to get in an automobile. Consequently, the City can proactively increase neighborhood connectivity to the Colleyville Boulevard Corridor. This could include the development of key greenway trails (e.g., along Little Bear Creek) which provide needed east-west connectivity from established neighborhoods to Colleyville Boulevard. This could also include the installation of new sidewalk and trail segments in areas where sidewalk connectivity is limited or nonexistent, and the installation of crosswalks. In addition, connections to the Cotton Belt trail from the Northern Gateway should be prioritized.

Policy: Require new neighborhood developments to demonstrate and contribute to Colleyville's character.

As evident by the online survey that was administered during the planning process, the Colleyville community has expressed an interest in quality development as one of the key attributes that makes Colleyville unique. As such, it is also a high priority to ensure that all new neighborhoods add to the existing quality of development. This can be done by requiring the development of neighborhoods which provide a high quality of design, an easily perceived sense of identity, and bicycle and pedestrian connectivity.

Action 6-5: Encourage new neighborhood design that creates defined centers, edges, common spaces, and entries.

Creating neighborhoods with defined centers, edges, and entries where feasible gives neighborhoods a sense of place. A defined center provides for a focal point to gather (e.g., park, trail, school, etc.), defined edges allows neighborhood residents to take pride in their geographic area, and bold and unique entries (e.g., entrance monuments) provide notice to residents and visitors that one has entered into a new defined place.

Action 6-6: Require new neighborhoods to be connected where appropriate.

Connectivity is an important quality of great neighborhoods. A well-connected neighborhood reduces congestion along major streets, is friendlier to pedestrians and bicyclists, facilitates active transportation, and leads to higher levels of physical activity. One way to ensure that new neighborhoods are connected is to require conformance

maintaining low density policy is one of the growth key success factors

but one of the most successful conservatively!

agreed

neighborhood growth is also enhanced by wider streets, especially if there are main entry or thoroughfare street in a neighborhood. This should be built into the development code

Mayor Newton's Comments

This should be addressed

with additional connectivity standards which could be incorporated into the City's subdivision regulations. Concerns about cut-through traffic can be alleviated through appropriate design of new residential streets for low speed traffic and traffic calming measures on existing residential streets.

For vehicles, it is important to create multiple entries between a neighborhood and the City's thoroughfare system. This reduces congestion at intersections and along the entire thoroughfare system by dispersing vehicles among multiple access points. This could also include reducing the use of cul-de-sac streets and increasing the number of internal connected streets. Although given Colleyville's development context, there may be few remaining opportunities to create new strategic connections to help overall traffic circulation.

At a minimum, it will be important to create a strong internal sidewalk system to connect to all internal (e.g., neighborhood pools and schools) and external (e.g., off-site trails, commercial areas, etc.) destinations. This may include the creation of internal greenway trails and pedestrian access easements through connecting cul-de-sacs and the middle of long blocks.

- Action 6-7: Encourage the construction of local gateways and signs that promote unique neighborhood identity that is tied to Colleyville's heritage and/or a "country feel"



The entrance to Pebble Hill Plantation Estates is an example of a well-designed neighborhood entrance.

Gateways help define entrances and provide a sense of place to a neighborhood. Many existing neighborhoods include attractive gateway entrance features. The City can review its sign regulations to ensure that there is enough flexibility to allow for creative design of gateway entrance monuments that add to the character of the city's neighborhoods. In addition, the City can encourage the construction of unique gateway entrances for all new neighborhoods. Such gateways and signs should be coordinated with landscaping, fencing, and other streetscape elements within the neighborhood.

Mayor Newton's Comments

A Vision for Parks

As part of the development of the 2011 Parks, Recreation, and Open Space Master Plan, a mission was identified to provide one of the highest quality parks, recreation, and open space systems in the DFW Metroplex by creating opportunities where people can "escape and enjoy an enriching environment." Through the public engagement process, a new vision was created for the future of the parks and recreation system (see at right).

To help implement this vision, a series of goals were developed and adopted by the Parks and Recreation Advisory Board and City Council. These include:

- Provide parks and trails within easy and convenient access to households in Colleyville.
- Provide leisure opportunities for all ages, specifically targeting young adults to baby boomers (who are historically underserved in terms of recreation facilities and programming).
- Support the development of a healthy community by providing facilities and programs that lead to choices for healthy living.
- Aim to be comprehensive and financially sustainable while encouraging collaboration.
- Market Colleyville as a destination known, in part, for its unique parks and leisure programs, while also marketing to current users and residents.
- Reflect and support the city's objective to become the environmental leader in Tarrant County.

Needs Assessment

While the existing parks, recreation, and open space system was rated as excellent, a plan of action for the future is necessary to ensure the system continues to excel long into the future. This is particularly important as the city nears its population estimate of 27,943 persons by 2035 (see Chapter 2, *Colleyville Context*, regarding the historical and projected population of the city).

Colleyville is unique in that the majority of park acreage in the city is made up of private parks and open spaces (over 301 acres as compared to approximately 225 public park acres). In most cities in the DFW Metroplex, park and recreation areas are predominantly comprised of public parks. Therefore, the acreage for private parks and open spaces is included in the level of service (LOS) analysis of this plan because of its significant contribution to the overall public-private park system in the city.

Colleyville's current LOS and future LOS were calculated using the historical population counts from the 2010 U.S. Census, combined with recommended National Recreation and Park Association (NRPA) standards that have been tailored to the city's unique situation (see Table 7.1, *Current and Projected Parkland LOS*, on the next page). These numbers differ slightly than what was indicated in the 2011 Parks, Recreation, and Open Space Master Plan because of a larger projected maximum population (see Chapter 2, *Colleyville Context*, regarding the historical and projected population of the city) and more accurate 2010 Census Data.

Today, the city's LOS for overall public parks is 9.88 acres per 1,000 people. This is less than the per capita

"Colleyville has a renowned system of parks, recreation, open space, and trails that creates a true sense of 'home' within the city of Colleyville."

Source: Vision from the 2011 Parks, Recreation and Open Space Master Plan

no, we should only include private parks in the computation if that person meets the standard on its own merit

Mayor Newton's Comments

So is our policy to be at standard or not?
and if so, what is the strategy to accomplish that
- we deficit at our park systems
it but we have little parkland
that is available for general
use. Most of it is
consumed by sports
association activities
but include a lot of resources

acreage recommended by the National Recreation and Parks Administration (NRPA), which the city compares itself against for national benchmarking. In order to meet the NRPA LOS standard for public parks for the current population, the city would need to add approximately 32 additional acres of public parkland. In order to meet the NRPA LOS standard for public parks for the projected population, the city would have to add approximately 90 to 98 acres of new public parkland. When factoring in the city's private parks and open space lands, the city has more than enough acreage to meet the minimum LOS standard for the

current population and would still be near the top of the range for the projected population.

Park Service Area Deficits

In addition to determining current and future park acreage needs based on the city's population, it is also important to ensure that the park and recreation system is well distributed and accessible for most users. Typically, neighborhood parks serve an area of about one-quarter mile to one-half mile (which equates to about a five to 10 minute walk), while community parks serve an area of about one mile (which equates to about a five minute drive).

Table 7.1 Current and Projected Parkland LOS

Park Category	Existing Acreage (2015)	NRPA Standard	Level of Service (LOS) (22,807 population) ¹	Projected 2035 LOS (27,943 population) ²
Public Parks	225.24	11.25 - 20.50 acres / 1,000	9.88 acres / 1,000	8.06 acres / 1,000
Neighborhood Parks	41.66	1 - 2 acres / 1,000	1.83 acres / 1,000	1.49 acres / 1,000
Community Parks	101.10	5 - 8 acres / 1,000	4.43 acres / 1,000	3.62 acres / 1,000
Other Parks	82.48	Variable	3.62 acres / 1,000	2.95 acres / 1,000
Private Parks and Open Space	301.70	None	13.23 acres / 1,000	10.80 acres / 1,000
Grand Total	526.94	11.25 - 20.5 acres / 1,000	23.10 acres / 1,000	18.86 acres / 1,000

Table Notes:

¹ The current population of 22,807 people is derived from the 2010 Census Bureau.

² The projected population of 27,943 people is derived using the population estimates set out in Chapter 2, Colleyville Context.

Mayor Newton's Comments

Drainage

Colleyville has two main creeks known as Big Bear Creek and Little Bear Creek. These creeks generally flow west to east through the city. There are four tributaries in Colleyville that flow into Big Bear Creek and 12 tributaries that flow into Little Bear Creek.

Big Bear Creek, Little Bear Creek, and their tributary creeks are shown on Flood Insurance Rate Maps (FIRM), dated September 25, 2009, that were prepared by the Federal Emergency Management Administration (FEMA). The FEMA FIRMs show areas subject to flooding, limits for the one percent annual chance flood (100-year flood), limits for the 0.2 percent annual chance flood (500-year flood), and other flood prone areas. The intent of the FIRM is to administer the National Flood Insurance Program, not necessarily to identify all areas subject to flooding, particularly from local drainage sources of small size. Current floodplain areas in Colleyville with a one percent annual chance of a flood occurring are shown on Map 7.2, *Drainage Areas*, on the next page.

Halff Associates, Inc., performed a Drainage Master Plan for Colleyville and published this plan in January 1992. Several other drainage studies in specific areas of the city have been prepared since 1992, but a comprehensive Drainage Master Plan has not been performed since 1992. Over the past few decades, significant development has taken place in Colleyville. This has greatly increased the impervious surface coverage throughout the city and has the potential of significantly changing the localized flooding conditions in Colleyville. An update to the Drainage Master Plan is a priority in the City's Capital Improvements Program (CIP).

The cities of Colleyville and Southlake are working together to study Big Bear Creek using funding from FEMA's Cooperating Technical Partners (CTP) Program. The CTP Program is an innovative approach to creating partnerships between FEMA and participating National Flood Insurance Program (NFIP) communities, regional agencies, and states agencies that have the interest and capabilities to become more active participants in the FEMA flood hazard mapping program. The North Central Texas Council of Government (NCTCOG) is administering the funding for the program for FEMA.

To protect the public health and safety from the loss of life and property caused by surface water overflows, stagnation, and pollution, the City enacted a public drainage utility in 1993 which assesses charges for all property within the delineated area. These assessments are used for the future construction, repair, and maintenance of the drainage system (see Chapter 98, Article IV, *Drainage Utility System*, of the Colleyville Code of Ordinances).



Drainage areas in Colleyville are also one of the city's greatest natural assets. Many of these areas retain significant amounts of trees and vegetation, and create some of the most beautiful locations in the city.

* need to update drainage master plan

Mayor Newton's Comments

■ Action 7-12: Update the Master Drainage Plan to continue to ensure the city is adequately protected

The City's Master Drainage Plan should be updated to develop a higher level of detail than what was provided in the 1992 plan. This Master Drainage Plan would provide the City with the tools necessary to identify the most critical flood-prone locations, potential solutions, and the costs for necessary drainage projects.

Depending on the recommendations identified in the Master Drainage Plan, the City should identify available funding sources to implement to make the improvements to the city's drainage system in addition to evaluating the City's current utility fee structure.

Policy: Proactively support efforts to promote green initiatives for fiscal resilience.

Colleyville should explore opportunities to promote more environmentally friendly and green initiatives that are also fiscally beneficial to both the City and residents.

■ Action 7-13: Work with regional water supply entities to ensure that Colleyville's drought contingency planning is proactive and innovative.

Ensure that the City continues to monitor and maintain a strong water supply, and that efficient and effective water conservation techniques are used where appropriate.

■ Action 7-14: Explore low impact development (LID) solutions for commercial, residential, and public infrastructure projects.

The City should explore LID solutions as an opportunity to implement storm water management and water quality management strategies over that can have a significant impact on this sub watershed and also provide quality of life and aesthetic benefits while saving costs. The City should evaluate the benefits of adopting and participating in North Central Texas Council of Governments' (NCTCOG's) integrated Stormwater Management (ISWM) program which is intended to help area cities achieve their goals of water quality protection, streambank protection, and flood mitigation, while also helping communities meet their construction and post-construction obligations under state stormwater permits.

What is this?

■ Action 7-15: Promote green building and energy efficiency as part of public and private development.

As part of a growing trend to reduce the environmental impact of development, the City should support efforts in both public and private sector development that incorporate green building practices and/or energy efficiency. This could include an assessment of the City's Land Development Code to remove impediments and/or add

Mayor Newton's Comments

- This action needs to be rewritten. Should contain:*
- historical and consistent ^{new} density designations for Colleyville 1.8 net
 - 1982 plan defines ≤ 0.5 du/acre as low density, ≤ 22 du/acre as medium and ≤ 8 du/acre as high (Colleyville standards)
 - a description of the ~~the~~ higher density zoned areas in Colleyville (4 at time) and a rezoning strategy to bring them up to Future Land Use standards

Residential Density ^{net}

The maximum density of each residential project should be 1.8 dwelling units per gross acre. Destination Colleyville proposes to maintain the residential density policies of the 2004 Colleyville Plan. The 2004 Colleyville Plan states:

"One of the fundamental principles associated with the City's zoning authority, as granted by the State, is the ability to regulate population density through the adoption of zoning regulations. By establishing a variety of zoning districts, and each district with a different minimum lot size, municipalities are able to control the number of dwelling units that can be built in a particular area. Controlling the overall density has far-reaching public interests and ultimately has an effect on transportation, parks, schools and other public facilities.

Colleyville is noted for its large-lot subdivisions and for its large homes with generous front and side yards. Additionally, many older single family homes located along the major collector street network have been demolished and the properties rebuilt into estate type settings. The redevelopment of these estate properties has helped to keep the overall residential density quite low and promotes the rural atmosphere that Colleyville citizens enjoy.

In Colleyville, the 1998 Comprehensive Plan established a city-wide residential density benchmark of 1.8 dwelling units per net acre. This standard approximates the density achieved by the R20, Single Family Residential District, which calls for a minimum lot size of 20,000 square feet. The intent of this lower residential density standard is to maintain the rural character and ensure a higher quality of residential development that makes Colleyville unique."

The 2004 Colleyville Plan further states that "Developments with densities higher than 1.8 dwelling units per acre would be acceptable, according to the 1998 Master Plan guideline, but only in those areas deemed to be consistent with sound land use planning principles, such as for those transitional areas situated between commercial uses and less dense residential developments, or near major street intersections. Higher density development may also be appropriate for smaller parcels that make less dense development economically difficult or on sites with unique topographical features. Since the future land use plan of Colleyville, prepared in 1998, utilized the 1.8 dwelling unit per acre guideline and the community has embraced this as a suitable development density, there is no need to deviate from this standard."

Each residential project should be a maximum of 1.8 dwelling units per acre, but "variances" could be allowed in certain and specific situations. Variances to the 1.8 dwelling units per gross acre maximum could be the following:

- The project is located within a transitional area.
 - » Between commercial and residential uses (existing or Future Land Use Map-designated).
- OR
- The project is located on a property with unique topography.
 - » Restricted access options,
 - » Significant floodplain or drainage considerations,
 - » Property shape that necessitates deviations from standard development, or
 - » Native tree stand(s).

- analysis of how much high density (> 1.8 du/acre) already exists in Colleyville and stated policy on whether we will allow anymore or not
- analysis of transition areas - I think transition areas are already filled up. If so, there is no more

Mayor Newton's Comments

* we need to fix from
area that is zoned
high density, but with
low density

COMPATIBILITY CONSIDERATIONS



1. Landscape buffers:

- Preserve existing trees that separate the proposed use from the existing use when possible.
- Preference for landscape screening and open fencing to contribute to residential character.
- New trees planted where proposed use is adjacent to existing use for beautification and screening.

2. Form:

- As residential square footage to lot area ratio increases, open space(s) and buffering provided should also increase.

3. Traffic Impacts:

- Connections to existing neighborhoods should be provided with sensitivity to the existing homes.
- Impact to roadways and intersections in the vicinity should be mitigated where possible.

A transitional area is a piece of land that may be appropriate for residential development with lots smaller than 20,000 square feet. These areas serve as gradual changes in intensity from commercial or institutional uses to lower density residential uses (lots 20,000 square feet or larger). Proposals requesting variance to the 1.8 dwelling units per gross acre requirement should address each compatibility consideration listed here.

There are instances when an existing land use will be different from the land use designated on the Future Land Use Map or instances when the existing land use will be different than the zoning on a property. For example, there could be a residential home on a property zoned for commercial uses and also designated on the Future Land Use Map for commercial uses. In these instances, a proposal can provide a phased approach whereby screening and/or landscaping provided could be adjusted along the common boundary once the residential property was redeveloped with commercial uses (ex. wooden screening fence with shrubs then gets removed to provide cross access between commercial parcels).

TRANSITIONAL AREAS

A key topic during the comprehensive plan drafting process was the need for guidance related to proposals for transitional developments, especially as it concerns developments proposed with lots smaller than 20,000 square feet. Although residential developments with large lots are very common in Colleyville and are still being proposed for new construction, as the city approaches build out, many new residential neighborhoods have come under the Planned Unit Development - Residential (PUD-R) zoning district. PUD-Rs provide some level of variation with respect to lot sizes and development standards while giving the City more control over the development character, treatment of transitions, and overall quality of the development.

) theoretically true, but
previous councils have
not used it that way

Mayor Newton's Comments

Future Land Use Map Framework

GOAL

Maintain the integrity of the existing land uses by ensuring the Future Land Use Plan map and categories reflect the land use mix and character of desired development.



Policy: Establish appropriate future land use categories in the City's Future Land Use Map (FLUM).

The Future Land Use Map (FLUM) provides a roadmap indicating future areas within the city that are comprised of similar or compatible land uses. This "preferred future" provides guidance to City staff, appointed and elected officials, land and business owners, the public, and private developers as to what types of development are desirable in different parts of the city (see Map 8.1, *Future Land Use Map*, on the next page).

As its core, the FLUM helps to implement the preferred future by providing decision-making guidance. The FLUM strikes a balance between ensuring predictable outcomes for the community at large while responding to community needs.

Therefore, it becomes important to have and implement a FLUM that is supported by the community, and that truly reflects the envisioned future of the Colleyville community. If this support is comprehensive, the vision of the FLUM can be implemented.

The following section provides descriptions of the intended uses and character of development within these future land use categories. This is intended to guide the development community with respect to the community's consensus vision for development within each land use category.

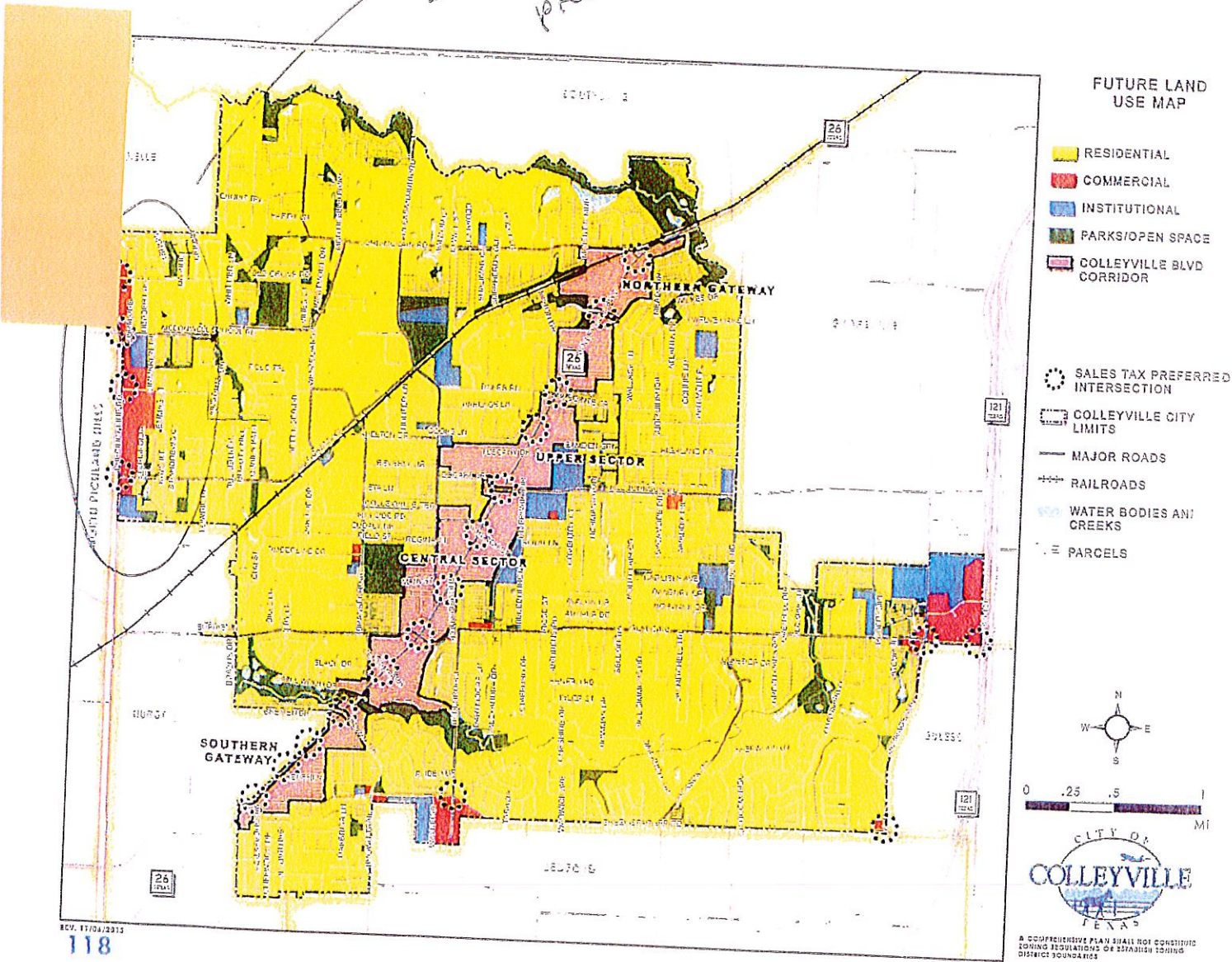
The recommended FLUM includes the following land use categories:

- Residential
- Commercial
- Institutional
- Parks and Open Space
- Colleyville Boulevard Corridor (CBC)

— why is Preempt Line commercial area not considered?

Mayor Newton's Comments

*use why is there
so little focus on
percent commercial*



Mayor Newton's Comments

Residential

This land use category is predominantly comprised of single-family detached residential dwellings. The preference for new residential areas is that they preserve rural character along John McCain Road, Westcoat Drive, Pleasant Run Road, Bransford Road, and similar roadways, and that they incorporate landscaping and tree preservation features to retain the natural quality of new residential areas in the city. Residential areas typically include:

LAND USE TYPES

- Detached residential
- Parks, trails, and open space

DESIRED DEVELOPMENT CHARACTERISTICS

- Predominantly single family residences on lots over 20,000 square feet with natural landscaping, a rural appeal, and significant private open space.
- Overall aesthetic is country charm, exemplified by large open spaces, mature trees, and rustic ranch fences in some areas of the city – especially along rural roadway corridors such as Westcoat Drive, Pleasant Run Road, and Bransford Road.
- High-quality development with attractive entrance areas and amenities (e.g., internal walking trails).
- Appropriate transitions (e.g., one-story offices) between residential and non-residential areas.

• Open space adjacent to roads to create feeling of openness

Photo courtesy of Colleyville residents



Mayor Newton's Comments

High Quality Buildings and Streetscapes

This land use category is to promote the transformation of Colleyville Boulevard into a vibrant and economically strong "town center" for the City. While still readily accessible via the automobile, more compact and walkable development types will create a distinct sense of place. The Colleyville Boulevard Corridor includes:

LAND USE TYPES

- Retail, service, and entertainment
- Office
- Public and institutional uses
- Flexible innovation uses (e.g., research, office-warehouse, etc.)

DESIRED DEVELOPMENT CHARACTERISTICS

- Architecture and site characteristics that are distinct, attractive, and have a pedestrian-friendly urban form.
- Able to accommodate a high degree of automobile activity, but parking is not the predominant visual feature from adjacent streets.
- Significant connectivity through cross/mutual access easements and multi-modal options (biking and walking).
- Design encourages a high degree of pedestrian activity, oftentimes during both the day and night.
- Institutional functions may require multiple buildings, arranged in a campus-like setting.
- Building facades are articulated, have significant window areas, and often include porticos or awnings to provide shade for pedestrians.
- Multistory buildings are encouraged to add a greater variety of destinations and uses in close, walkable proximity. This in turn leads to an increased vibrancy for the area and more available commercial development square footage.



but we need ~~just~~ plenty of parking so as not to inhibit customers

COLLEYVILLE 2035 COMPREHENSIVE PLAN

DESTINATION COLLEYVILLE

123

how to?

the single most important beautification project would be
be lowering the skyline (which is now purely electoral)
Shouldn't this be a strategy even if it's done a little at a time?

Mayor Newton's Comments

so what are we going to do about it?

- **Northern Gateway** (Bear Creek to Tenneson Parkway)
- **Upper Sector** (Tenneson Parkway to Hall-Johnson Road)
- **Central Sector** (Hall-Johnson Road to Brown Trail)
- **Southern Gateway** (Brown Trail to Cheek-Sparger Road/Mid-Cities Boulevard)

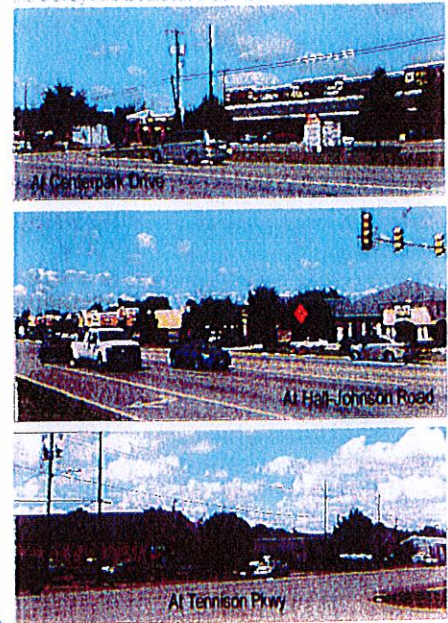
The development context along the Corridor is a mix of older auto service, industrial development mixed in with newer office, professional services, and retail buildings towards the northern sectors of the corridor. The Central Sector has the highest concentration of newer retail developments, many of which have been built or significantly redeveloped over the past 15 years. The lower or southernmost portion of the Corridor also has smaller and aging auto-service and strip retail buildings. Generally, there are very few vacant or undeveloped properties, but a large agglomeration of vacant properties is located in the northern section of the Corridor (see Map 9.2, Colleyville Boulevard Corridor and Sectors).

The Corridor is mostly auto-oriented, with buildings set back from the roadway and parking located in front of the buildings between the roadway and the buildings. Most of the corridor also lacks sidewalks and safe places to walk. Shoulders, if any, are very narrow with swales immediately adjacent to them. Most of the Corridor also has overhead utility lines and poles that add to the visual clutter. (see Figure 9.1. Character of Existing Development along the Colleyville Boulevard Corridor.)

Although it is clear when traveling down Colleyville Boulevard that it is a center for activity and commerce, there are no clear signs that the Corridor is Colleyville's

main destination or that it is specifically in Colleyville either. There is a patchwork of architectural styles and materials, some properties lacking landscaping while others provide abundant and tasteful landscaping. There are no distinguishing features that indicate when one has entered or left the city other than two Colleyville monument signs. Appendix A provides more detailed discussion about the existing land use context and development character in the different sectors of the Corridor.

Figure 9.1. Character of existing development along the Colleyville Boulevard Corridor



Mayor Newton's Comments

Figure 9-2 Examples of public realm improvements along the corridor



- » Screening of parking lots with shrubs or low walls
- » Street lighting standards (pedestrian and vehicular lighting)
- » Drought tolerant landscape palette for parkways and medians that includes ornamental and shade trees in addition to shrubs and ground cover
- » Sidewalk and pedestrian amenities
- » Special treatment of intersections and pedestrian crosswalks with stamped concrete or asphalt
- Develop a strategy to address the visual appeal and character of all public realm elements of the Corridor.
 - » Based on existing development, future development, and the ultimate vision for redevelopment along the Corridor, specific locations (such as the Central Sector) should be considered a priority for public realm improvements.
 - » To minimize the visual impact of overhead utilities on the Corridor in the short-run, canopy or ornamental trees should be planted in between the utility lines and the travel lanes to shield them. Long-term, the City should possibly evaluate a range of funding options and partnerships including zoning entitlements such as mix and intensity of uses, developer's agreements, Chapter 380 agreements, tax increment financing (TIF) reimbursements, and other incentives.
- Encourage the creation of unified sign plans for large development projects to enhance the character of development along the Corridor.

*need stated position & strategy
for eliminating overhead utilities*

What about
Love B??
Dancing

Mayor Pro Tem Putnam's Comments

- deluxe CP*
- There is an opportunity to provide for a range of options for the Colleyville Community. While Colleyville's predominant attraction is the city's beautiful neighborhoods, a growing segment of the population is increasingly interested in connecting residential properties to amenities such as trails, parks, shopping, and dining areas that promote social experiences.

- Colleyville's demographics continue to change. As noted in The Colleyville Plan (2004–2025), the median age of the city's residents continues to become older, increasing from around 40 years in 2000 to 45.5 in 2010 and 45.6 in 2013. This gradually aging population may begin to impact the types of retailer, entertainment, and dining prospects for the commercial areas of Colleyville.

Building on the City's Strengths and Unique Opportunities

This plan fully recognizes the unique strengths of Colleyville and builds on them. These are discussed in detail in subsequent sections of the plan, but include:

- The city has a great location. In addition to being only five miles from DFW International Airport, Colleyville benefits from a back-door, direct connection that provides easy access to the airport for residents and local businesses. Additionally, the city benefits from newly improved freeways that provide quick access to the entire region.
- Colleyville Boulevard provides an opportunity for economic growth. When proposed improvements by the Texas Department of Transportation (TxDOT) including the turnback to city for maintenance are completed, Colleyville Boulevard will have improved traffic capacity. Better defined access points from

Colleyville Boulevard to adjacent commercial areas will provide opportunities to improve connectivity between developments. Planned walkways will also make walking and bicycling along Colleyville Boulevard more feasible, and additional aesthetic improvements will help create a true sense of place along much of the Corridor.

- The city has character and exceptional natural areas. Colleyville is known for the beauty of its neighborhoods. Its tree-lined roadways are complemented by stunning homes and pastures that contribute to Colleyville's "country feel." Natural and semi-natural areas such as Big Bear Creek and Little Bear Creek create spectacular amenities right within the core of Colleyville. Similarly, the Cotton Belt Trail corridor provides access to semi-natural areas and a corridor near the core of the city.
- Non-residential redevelopment provides opportunities to further shape the city. While much of Colleyville has been developed, a new round of redevelopment or enhancement of existing development, especially along Colleyville Boulevard, is already beginning to take place. Each project offers the opportunity to promote and reinforce the environmental character and connectivity goals established by this plan.

not necessary

- what about Ancient 2nd Rd - we have available commercial streets there as well

Not a material & justification for higher density

Mayor Pro Tem Putnam's Comments

Plan Principles

Although the vision has remained the same, the path to achieve it has to keep up with a changing environment. Continued outward expansion from the DFW Metroplex increases the scale and intensity of growth pressures being felt in Colleyville, not to mention a host of fundamental changes in the world around us.

Based on long-standing community input from previous planning efforts, as well as this one, a new set of plan principles were developed to ensure Colleyville continues progression toward its envisioned future. These plan principles provide the fundamental framework for the analysis and recommendations discussed throughout the rest of this plan. They include:

- **Preservation of neighborhoods.** Colleyville is a superb place to live. Its neighborhoods are beautiful and housing is attractive and very well maintained. All neighborhoods have attractive natural settings or an emphasis on significant landscaping. Amenities are plentiful, both within neighborhoods and nearby. First and foremost, Colleyville's neighborhoods, both existing and yet to come, should remain among the very best in the entire region.
- **Enhancing Colleyville's economic resilience.** The diversification of Colleyville's tax base is key to enhancing the city's economic status. Proactive strategies are necessary to improve on what is already an excellent financial position. It may be necessary to fund the type of management, maintenance, and investments in the future that the Colleyville community has asked for. Encouraging non-residential development that provides that strong resource underpinning is vital to the future of the city. This may include increasing the value of development in key areas, such as the areas along Colleyville Boulevard, at the northern gateway to Colleyville, and along the city's edges at Precinct Line Road and State Highway 121.
- **Creating a connected Colleyville.** The Colleyville community expressed their interest in a completely connected city, where major destinations such as parks, schools, retail, dining and civic facilities are all easy to get to in a variety of modes and not only by driving. This goal was echoed repeatedly throughout the planning process. Whether walking or riding a bicycle, a comfortable and safe network (which is well underway) should be completed. Colleyville has the opportunity to make additions and improvements to the network that can have significantly positive effects on quality of life.
- **Enhancing Colleyville's character and brand.** The Colleyville community wants to preserve its unique character and country feel while reinforcing this aesthetic into creating a special brand that sets the city apart.
- **Securing the economic spine of the city.** Through high-quality infill development, more walkable and urban-scaled buildings, and the strategic placement of parking in less visible locations, the Colleyville Boulevard Corridor can gradually evolve into a more identifiable special place. The Colleyville community expressed significant interest in moving forward with this throughout the planning process.
- **Enhancing amenities and services.** In city-wide surveys over the years, the Colleyville community has expressed their appreciation for the effective infrastructure that they have. They are interested in quality over quantity, ensuring that amenities, such as parks and the library, and services, such as public safety and utility infrastructure, are all high quality and provide great value to the community.

*Urbanism
nonsense*

Mayor Pro Tem Putnam's Comments

Summary of Plan Element Goals & Policies

The goals, policies, actions, and benchmarks identified below are explored in further detail in the following chapters in this plan:

Economic Sustainability Chapter 4



Goal:

Expand the retail base and diversify the local economy to strengthen Colleyville's position in the region and increase its attractiveness as a high quality place to live, work, and play.

Policies

1. Redevelop – Encourage commercial redevelopment opportunities consistent with Land Use and Placemaking policies.
2. Recruit – Continue to promote Colleyville as an excellent and convenient place to locate a business.
3. Retain – Continue to support existing business development opportunities and initiatives.

Benchmarks

- Increased traffic to the City's Economic Development webpage.
- Increased and encouraged engagement in business networking activities.
- Increased sources for sales tax revenue.

Transportation Chapter 5



Goals:

Maintain the existing street network that encourages efficient and pleasant movement of all modes in the city with a focus on improving strategic vehicular, pedestrian, and bicycle connectivity at key locations.

Balance the need for efficient movement with promoting and protecting the unique character of the city's established roadways.

Policies

1. Implement the Master Thoroughfare Plan.
2. Explore opportunities to improve connectivity within and between neighborhoods and developments (especially along the Colleyville Boulevard Corridor and adjoining neighborhoods).
3. Balance traffic volume, capacity, and mobility needs with the preservation and/or creation of character along city streets.

Benchmarks

- Additional facilities constructed to connect key destinations by walking and bicycling.
- Additional intersection improvements completed.
- Increased number of cross access points between existing and future developments where appropriate.

Mayor Pro Tem Putnam's Comments

- **Action 4-4: Continue to identify the types of prospective businesses (retailers, restaurants, and office uses) that will complement Colleyville's market context.**

The City has already recruited several quality retailers and restaurants. Continuing to use this strategic approach by communicating the strength of the city's economic development opportunities and incentives to prospective new retailers and restaurants, will be the key to maintain the current momentum. This could include continuing coordinating meetings at local and regional conferences, organizing annual Retailers Roundup events, etc.

- **Action 4-5: Continue to pursue and strategically develop high quality lodging-related uses within the city.**

As part of a larger effort to increase long-term tax revenue, the City should target hospitality-related uses to attract tourists and visitors. This will support leisure and corporate recruitment and retain visitor spending. In addition, the City should explore integrating conference/meeting space to attract out-of-town guests and increase spending on hotels, restaurants, and local shopping for additional tax revenue. In addition to providing direct jobs within the community, hotels and other lodging-related uses provide the city with hotel occupancy tax revenue and other complementary benefits that can be utilized to fund additional marketing and promotional materials or events.

- **Action 4-6: Establish partnerships to create a business incubator or accelerator to support start-ups and local businesses within the city.**

In addition to national credit retailers and established chain restaurants, it will also be important for the City to support a program to incubate new local businesses in an effort to diversify the city's commercial base.

A small business incubator or accelerator is a facility that provides small, start-up businesses with temporary space and shared business support services. An overarching goal of an incubator or accelerator is to enhance the entrepreneurial climate within the city and to create jobs that can lead to growth and expansion. The focus is on helping new businesses overcome the common problems that cause a business to fail within its first four years of existence. These include poor management, lack of funding, and inadequate marketing.

Although it is normal that small business start-ups have a high failure rate, the City can support the Chamber of Commerce and others in efforts to increase their chances of success. Led by the Chamber, this can include, but is not limited to, temporary office space, office services (e.g., copying, printing, faxing, computers, and high-speed Internet access), etc.

WHAT IS A BUSINESS INCUBATOR or ACCELERATOR?

A business incubator or accelerator is a business support process that accelerates the successful development of start-up and fledgling companies by providing entrepreneurs with an array of targeted resources and services.



Source: National Business Incubation Association, www.nbia.org

Not our
role
CF

Mayor Pro Tem Putnam's Comments

Complete Streets

A "Complete Street" provides access for all users, including motor vehicles, bicycles, and pedestrians. Users of all ages and abilities are able to move safely along and across a Complete Street.¹ Benefits of Complete Streets include:

- Creation of more efficient streets that do not depend on one single mode of mobility; ?
- Ensuring that current and future street improvements, by any entity (private or public), consider providing balanced access to non-vehicular modes, as well as vehicles;
- Greater attention being paid to streetscape elements such as crosswalks, street lighting and

¹ National Complete Streets Coalition, <http://www.smartgrowthamerica.org/complete-streets/complete-streets-fundamentals/complete-streets-faq>

furniture, pedestrian crossings, wide sidewalks, street trees, promenades, and accessibility ramps;

- Helping create a healthier and more vibrant community by encouraging walking and bicycling by residents and visitors of all ages; and
- Providing access for younger residents of the city to walk or ride a bike to school, leading to more active youth in Colleyville. safety

In Colleyville, the rural cross-section found on many well-loved streets creates challenges to providing facilities for pedestrians and bicyclists. However, considerations to provide for such facilities where appropriate and feasible are recommended for every street on the Master Thoroughfare Plan.



An example of a proposed Complete Street in Sugar Land, Texas.

Discussion of Comprehensive Plan Updates

**Worksession
December 14, 2016**

Agenda

- Overview of the Update Process
- Review updates by page (38 pages updated)
- Discussion of any additional updates or changes
- Discussion of next steps

Objectives

- City Council to provide direction on all amendments to the Comprehensive Plan
- Determine how the amendment process will move forward

Update Themes

- Change from **"gross" to "net" density** (dwelling units per acre)
 - Effect: Lower density overall by removing 15% of developable land
- Remove references to **"transitional areas"**
- Protect the integrity of **existing neighborhoods**
 - Establish a goal for protecting existing neighborhoods
- Add language that the City initiate **rezonings** based on the Comprehensive Plan to eliminate areas that are zoned for small lots, but have developed with large lots
- Only **private parks** available to the entire community may be considered in the overall computation of Level of Service (LOS)

Update Themes

- Clarifications
 - Roads where added to discussion (pg. 38 and 47)
 - Low Impact Development – LID (pg. 109)
 - Floodplains – recommended adding additional regulations (pg. 154)
 - Revise PUD-R standards to help implement the Comprehensive Plan's vision – for example consistency standards for new neighborhoods (pg. 86 and 170)
 - Revise LDC standards for conceptual plans with straight zoning requests (pg. 154)
- Appendix A and B would be moved out of the Comprehensive Plan and be kept as standalone documents

Comp Plan Chapter Outline

1. Introduction
2. Colleyville Context
3. Plan Framework
4. Economic Sustainability
5. Transportation
6. Housing and Neighborhoods
7. City Services
8. Future Land Use
9. Character and Placemaking
10. Implementation and Next Steps
11. Appendix A
12. Appendix B

*Yellow Highlight
Indicates a Change*

Comprehensive Plan Amendments

Comprehensive Plan Revisions/Redlines DESTINATION COLLEYVILLE - EXECUTIVE SUMMARY

Colleyville is one of the premier places to live in the greater Dallas-Fort Worth (DFW) Metroplex. The city is well known for its great neighborhoods, excellent schools, and well-maintained parks and amenities, all located with convenient access to regional employment destinations such as DFW International Airport, Downtown Fort Worth, Las Colinas, and Downtown Dallas.

This comprehensive plan reflects the vision for the Colleyville of tomorrow. It has been crafted from community input over the course of more than a year. It builds on the strengths of the city today and identifies the framework for key decisions and actions that will guide Colleyville over the next two decades to make that vision become a reality.

The Colleyville community recognizes and cherishes the strengths of the city and wants to preserve and enhance those qualities. The community wants to make Colleyville the destination of choice for those seeking a vibrant place to live, work, or play with a high quality of life. A key strength of Colleyville is the high quality, low density neighborhoods. A goal of the plan is to define strategies to protect and maintain the quality and character of those neighborhoods. It is recognized that there will be tremendous pressure to redevelop them into higher density housing that will not distinguish Colleyville from its neighbors. This plan reinforces and builds on the principles and values that have historically guided decisions in the city, but it also updates policies on new topics since the previous plan's adoption.

Destination Colleyville contains the following framework that encompasses the goals and policies of the Plan:

- Preservation of neighborhoods.
- Enhancing Colleyville's economic resilience.
- Creating a connected Colleyville.
- Enhancing Colleyville's character and brand.
- Securing the economic spine of the city.
- Enhancing amenities and services.

The Plan then translates these framework principles into key goals for economic stability, transportation, housing and neighborhoods, City services and facilities, future land use, and character and placemaking. Each of these elements includes goals, policies, actions and benchmarks which are based on Colleyville's unique context and community input.

More specifically, this Plan details the future vision for Colleyville Boulevard. Colleyville Boulevard is not only the city's main economic engine, but is also the key to defining the character of Colleyville. It provides access to entertainment and boutique retail destinations, as well as meeting the day-to-day needs of the residents who live in the city. One of the major goals of this comprehensive plan update is to address the redevelopment and enhancement of properties along Colleyville Boulevard to create a cohesive development character, while recognizing key nodes or areas as special places with greater concentration of commercial/retail uses in a more pedestrian-friendly context.

This Plan emphasizes implementation as a key for its success. Implementation in the Plan's context is aligning the policies in this plan with the city's regulatory, infrastructure, operational, and fiscal tools. In moving forward, this Plan and associated principles and goals help the community prioritize the city's actions in addressing its many competing needs and requests. *Destination Colleyville* guides the city into its bright future, setting the stage for continued success.

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The Colleyville community recognizes and cherishes the strengths of the city and wants to preserve and enhance those qualities. The community wants to make Colleyville the destination of choice for those seeking a vibrant place to live, work, or play with a high quality of life. A key strength of Colleyville is the high quality, low density neighborhoods. A goal of the plan is to define strategies to protect and maintain the quality and character of those neighborhoods. It is recognized that there will be tremendous pressure to redevelop them into higher density housing that will not distinguish Colleyville from its neighbors. This plan reinforces and builds on the principles and values that have historically guided decisions in the city, but it also updates policies on new topics since the previous plan's adoption.

Themes:

- 1) Density
- 2) Transitional Areas
- 3) Existing Neighborhoods
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- 6) Clarifications



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Further, the plan projected that the city's annual growth rate would slow to 1.25 percent during the years 2011 through 2015, decrease even further to 0.75 percent for the years 2016 through 2020, and decrease further to 0.50 after 2020. During the past five years (2010 to 2014), the city's actual annual growth rate was 0.81 percent.

With fixed boundaries and an increasingly limited amount of land remaining available for development, Colleyville is getting closer to its maximum population.

Population Estimate

While it would be easy to simply utilize the estimate that was contained in The Colleyville Plan (2004-2025), there have been many changes in the city that have occurred since then. First is that the city, like the rest of the country, has been impacted by a significant recession. While this may not have had as great of an impact on Texas cities as elsewhere, it has resulted in changes in consumer preferences (regarding housing, debt, driving and commuting preferences, among others). The city has also had 10 additional years of development which means there is less land available for development. Therefore, it was determined that

an analysis, using a similar methodology as was used in The Colleyville Plan (2004-2025), would further quantify the city's maximum population.

First, areas within the city that had sufficient acreage (approximately 3 acres or larger) and characteristics for potential redevelopment were identified. These areas equaled about 492.7 acres or 0.77 square miles out of 13.10 square miles. Second, an analysis of both the city's current Future Land Use Map (adopted 2004) and the draft Future Land Use Map contained within this plan were undertaken. Both maps identified that a majority of these potential areas are classified as single-family detached residential.

~~In The Colleyville Plan (2004-2025), the low and high estimates were calculated using an average residential density factor of 1.8 (base estimate) and 3.5 dwelling units per acre (high estimate). The estimate below was (see Table 2.1, Population Forecast) prepared using the following calculation:~~

$$\begin{aligned} &[(\text{acres}) \times (\text{net density}) \times (\text{occupancy rate}) \times (\text{household size})] \\ &+ [(\text{vacant platted lots}) \times (\text{household size})] \\ &+ (\text{current population estimate}) = \text{population forecast} \end{aligned}$$



Population growth stabilizes as the city has fewer and fewer parcels remaining for development.

~~In The Colleyville Plan (2004-2025), the low and high estimates were calculated using an average residential density factor of 1.8 (base estimate) and 3.5 dwelling units per acre (high estimate). The estimate below was (see Table 2.1, Population Forecast) prepared using the following calculation:~~

$$\begin{aligned} &[(\text{acres}) \times (\text{net density}) \times (\text{occupancy rate}) \times (\text{household size})] \\ &+ [(\text{vacant platted lots}) \times (\text{household size})] \\ &+ (\text{current population estimate}) = \text{population forecast} \end{aligned}$$

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The result indicates that the city could reach a population of ~~27,943~~ 27,518 people depending on the development that occurs over the next 20 years and beyond. The city can feasibly accommodate this population growth by utilizing sound land use planning and associated implementation tools. The differences in population should not have a significant impact on the city's ability to provide services or meet infrastructure needs.

Table 2.1, Population Forecast

Acreage ¹	Density	Vacant Platted Lots ²	Household Size ³	Occupancy Rate ⁴	Projected Maximum Population ⁵
49,227 418.8 +/-	1.8	600	2.88	96.9%	27,943 27,518 people

Notes:

¹ The identified acreage is based on an analysis of property that is of sufficient size, shape, and characteristics to be potentially redeveloped during this planning horizon. A 1.5 percent reduction to the gross acreage has been applied to calculate net acreage. This reduction is for right-of-way.

A net density of 1.8 dwelling units per acre produces 24,200 square foot lots.

² Is an approximate estimate of residentially zoned and platted lots that are currently vacant or under construction.

³ Household size is from the U.S. Census Bureau 2010 Decennial Census: *Profile of General Population and Housing Characteristics: 2010*.

⁴ Occupancy Rate is from the U.S. Census Bureau 2010 Decennial Census: *Profile of General Population and Housing Characteristics: 2010*.

⁵ The projected maximum population is derived by adding the estimated increase in population to the current population of 23,740 people.

The result indicates that the city could reach a population of ~~27,943~~ 27,518 people depending on the development that occurs over the next 20 years

Net Acreage ¹	Net Density	Vacant Platted Lots ²	Household Size ³	Occupancy Rate ⁴	Projected Maximum Population ⁵
49,227 418.8 +/-	1.8	600	2.88	96.9%	27,943 27,518 people

Notes:

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Housing & Neighborhoods Chapter 6



Goals:

Preserve high quality, established neighborhoods with an emphasis on large lots and natural settings with a "country feel."

Connect neighborhoods and provide high quality amenities.

Policies

1. Preserve neighborhood character and quality.
2. Enhance neighborhood-level amenities and connectivity such as pocket parks, sidewalks, and trails.
3. Require new neighborhood developments to demonstrate and contribute to Colleyville's character.
4. Ensure tree canopies and quality landscaping are created and maintained.
5. Maintain "current built" density or less in existing neighborhoods as redevelopment occurs.

Benchmarks

- Improved access to neighborhood-level park improvements.
- Increased number and quality of neighborhood-level amenities and connections (ex. trails).

City Services & Facilities Chapter 7



Goal:

Maintain an exceptional system of City services and facilities that is technologically current, efficient, and responsive to the needs of the Colleyville community.

Policies

1. Continue to maintain and improve the City's facilities as appropriate.
2. Continue proactive and effective public services to ensure the public health, safety, and welfare of the Colleyville community.
3. Provide and maintain a well-planned and fiscally sustainable public infrastructure.
4. Proactively support efforts to promote green initiatives for fiscal resilience.

Benchmarks

- Additional facility improvements completed.
- Maintained a minimum 90 percent level of satisfaction among the community with City services.
- Maintained or improved current response times for Police and Fire services.
- Additional infrastructure improvements completed.

4. Ensure tree canopies and quality landscaping are created and maintained.
5. Maintain "current built" density or less in existing neighborhoods as redevelopment occurs.

Themes:

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Future Land Use Chapter 8



Goal:

Maintain the integrity of the existing land uses by ensuring the Future Land Use Plan map and categories reflect the land use mix and character of desired development.

Policies

Establish appropriate future land use categories in the City's Future Land Use Map (FLUM):

- Residential
- Commercial
- Institutional
- Parks and Open Space
- Colleyville Boulevard Corridor (CBC)

Character & Placemaking Chapter 9



Goal:

Ensure high quality neighborhood design at a net density of 1.8 dwelling units per acre or less that positively contributes to surrounding neighborhoods and the country character of Colleyville.

Enhance the city's commercial corridors to make them unique destinations – specifically Colleyville Boulevard and Precinct Line Road – by creating a unique design aesthetic that sets these corridors apart from adjoining communities and continues to attract destination commercial uses.

Policies

1. Preserve the "country-feel" of roadways.
2. Ensure compatibility of new neighborhoods with existing neighborhoods and connectivity with adjoining developments where appropriate.
3. Create a plan to coordinate the public realm and private development standards for the Colleyville Boulevard Corridor with a strong and unique sense of place that transforms the Corridor into a true destination.
4. Create a unique commercial corridor for Precinct Line Road.

Character & Placemaking Chapter 9



Goal:

Ensure high quality neighborhood design at a net density of 1.8 dwelling units per acre or less that positively contributes to surrounding neighborhoods and the country character of Colleyville.

Themes:

- 1) Density
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Figure 4.4. Businesses Needed in Colleyville

As part of the city-wide survey administered during this comprehensive planning process, participants identified the following types of businesses that were needed in the city. These expressed "needs" by community residents can contribute to additional sales tax dollars and revenues for the city.

- **Small retail stores / boutiques** – 48.3 percent of respondents felt that more small retail / boutique stores were definitely needed (15%) or somewhat needed (33.3%).
- **Medium-sized retail stores** – 77.7 percent of respondents felt that medium-sized retail stores were definitely needed (34.0%) or somewhat needed (43.7%).
- **Large retail stores** – 56.1 percent of respondents felt that large retail stores were definitely needed (30.6%) or somewhat needed (25.5%).
- **Professional services** – 42.5 percent of respondents felt that additional professional services (e.g., medical, legal, health, beauty, etc.) were definitely needed (10.2%) or somewhat needed (32.3%). Conversely, almost 40 percent felt that more of these services were not needed.
- **Sit-down restaurants** – 85.2 percent of respondents felt that additional sit-down restaurants were definitely needed (45.2%) or somewhat needed (40.0%). Conversely, 50.4 percent felt that more fast food services were not needed.
- **Mixed-use developments** – 47.0 percent of respondents felt that mixed-use areas were definitely needed (16.2%) or somewhat needed (30.8%).

Source: Community responses from the 2014 city-wide opinion survey

Policy: Recruit – Continue to promote Colleyville as an excellent and convenient place to locate a business.

Businesses are attracted to locations that are vibrant and offer a high standard of living for their management and staff. Businesses with specialized professional staff, in particular, favor walkable and vibrant locations that help them attract top talent. Colleyville can readily be promoted as a place where it is easy to live, work, play, and stay. The City's neighborhoods and schools are already top-notch and can help recruit businesses to the City in conjunction with the City's incentive policy and Economic Development Strategic Plan.

There are limited locations within the City for new, quality, commercial development. It will be imperative to ensure that the City can maximize this new commercial development potential to the extent possible. Details on the design and quality considerations are included in Chapter 9.

- **Action 4-3: Continue to pursue new commercial development in the Colleyville Boulevard Corridor, Precinct Line Road, S.H. 121, and other appropriate locations.**

Pursuing new, quality, commercial development in the Colleyville Boulevard Corridor, specifically at the Northern Gateway, and the Precinct Line Road Corridor, is a priority to increase commercial tax base, and to reduce retail sales leakage to other cities within the region. Catalyst's assessment identified the capacity for an additional 303,000 square feet of retail goods and services by 2024 (see Figure 4.4. *Businesses Needed in Colleyville* on the left).

Historically, the City has absorbed an average of 6,000 square feet of professional office space and current absorption is close to 15,000 square feet with vacancy near 7%. Additional opportunities in Colleyville would be for boutique corporate headquarters. Overall, forecasts show that demand for quality office will continue to increase. The addition of quality professional office uses will not only capitalize on the areas available highly educated workforce but also provide additional daytime visitors that can increase sales at Colleyville's stores and restaurants.

- **Action 4-3: Continue to pursue new commercial development in the Colleyville Boulevard Corridor, Precinct Line Road, S.H. 121, and other appropriate locations.**

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Character of Streets

The community identified the country character associated with driving along roads within and throughout Colleyville as one of the community's key strengths. The old county roadway system that previously existed in most of the neighboring communities eventually gave way to multi-lane improvement projects. However, in Colleyville, significant sections of the old county roadway system have been retained and generally function today as

the collector streets. Many of the existing roadways in the city contain signature elements (e.g., mature trees, rural fencing, open swales, etc.) that create a unique character which sets Colleyville apart from many of the surrounding communities. See Figure 5.1, *Existing Streets With Character*. Some of these streets include sections of Pleasant Run Road, Cheek-Sparger Road, Jackson Road, Oak Knoll Drive, Westcoat Drive, Bransford Road, [Glade Road](#), John McCain Road, and McDonnell School Road.

Figure 5.1. Examples of Existing Streets With Character



Fencing and open space as signature elements



Mature trees and no curbing as signature elements



Open swales and no curbing as signature elements



Fencing and woodlands as signature elements

With Character. Some of these streets include sections of Pleasant Run Road, Cheek-Sparger Road, Jackson Road, Oak Knoll Drive, Westcoat Drive, Bransford Road, [Glade Road](#), John McCain Road, and McDonnell School Road.

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During the planning process, the Colleyville community frequently noted their appreciation for the roundabouts that have been installed in recent years, and asked that those improvements continue. The photo depicts the roundabout installed at the intersection of Glade and Pool Roads.

Policy: Explore opportunities to improve connectivity within and between neighborhoods and developments (especially along the Colleyville Boulevard Corridor and adjoining neighborhoods).

As Colleyville developed, many neighborhoods were built with only one or two vehicular access points and frequently lacked vehicular connections to nearby neighborhoods. In recent years, many newer developments have been built in the same manner, forcing all traffic out to the nearby collectors or arterials. In places where higher capacity collectors and arterials are available, this may be acceptable. However, with the desire to maintain a rural character in Colleyville, this design arrangement simply increases the burden on the city's collectors and arterials. Similarly, many commercial developments were designed without internal connectivity to adjacent parcels. [The Land Development Code has been amended to ensure internal connectivity and cross access for all new development.](#)

In addition, there is increasing desire on the part of Colleyville residents to be able to walk or ride a bicycle to nearby destinations. Access to sidewalks and trails for both recreation and mobility is becoming an important element of quality of life for many communities, especially for Colleyville. The Colleyville community has expressed this desire repeatedly, going back to the 1998 Plan, The Colleyville Plan (2004–2025), and most recently as part of the 2011 Parks, Recreation & Open Space Master Plan.

Given the narrow pavement sections and the desire to maintain the rural character of drainage swales along many streets, the preferred solution to improve connectivity for both bicyclists and pedestrians is to expand the city's system of trails that parallel many streets. These trails are typically 10-feet wide and can carry low to medium volumes of both bicyclists and pedestrians concurrently (as long as high-speed bicycle travel is not antipated). Since there is a growing interest in walking and bicycling, every neighborhood in Colleyville should have comfortable and appealing options for users to walk or ride to nearby destinations.

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Chapter 5 | TRANSPORTATION

As Colleyville developed, many neighborhoods were built with only one or two vehicular access points and frequently lacked vehicular connections to nearby neighborhoods. In recent years, many newer developments have been built in the same manner, forcing all traffic out to the nearby collectors or arterials. In places where higher capacity collectors and arterials are available, this may be acceptable. However, with the desire to maintain a rural character in Colleyville, this design arrangement simply increases the burden on the city's collectors and arterials. Similarly, many commercial developments were designed without internal connectivity to adjacent parcels. [The Land Development Code has been amended to ensure internal connectivity and cross access for all new development.](#)

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Comprehensive Plan Revisions/Redlines Housing and Neighborhoods

Colleyville is widely known for the high quality of its neighborhoods. Colleyville residents enjoy quiet internal neighborhood streets with little traffic, mature trees, extensive green areas, nearby parks and other amenities, and access to some of the best schools in the entire DFW Metroplex region. The city's crime rate is extraordinarily low, and residents can also rest assured that their investment in their property will retain its value over the years. As a result, Colleyville continues to be one of the most desired places to live.

The character of existing neighborhoods can be defined by the of the width of its streets, the size and number of trees, size of the front yards, sidewalks, and neighborhood amenities such as parks and trails, which all culminate into the creation of a true sense of place. Retaining the value and quality of neighborhoods is one of the single most important priorities of the Colleyville community.

Since much of the city consists of existing residential neighborhoods, Colleyville's long-term future is inextricably tied to its housing quality and conditions. In the 1970's areas of high density zoning were approved. However, these areas have developed at a much lower density. In order to preserve these neighborhoods, the City must have a policy to rezone the higher density zoning designations to a lower density which is consistent with the built conditions. If a policy is not implemented, these areas may redevelop at a higher density, thereby destroying the character and quality of the neighborhood. While one challenge is to protect and preserve existing neighborhoods, another is to ensure future housing further strengthens the city's status in the DFW Metroplex region. In the city's mature existing neighborhoods, housing exhibits a rural character accessed by rural roadways. In these areas, increased access to quality-of-life amenities (e.g., improved walkability, recreation, etc.) is important. In new neighborhoods, tree preservation, high quality layout and design should be a minimum requirement to ensure that these important amenities are considered while creating neighborhoods that have a sense of character. Each of these

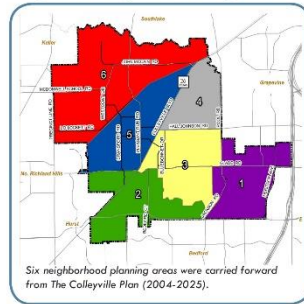
considerations, if done well, strengthens the character of the city which is so important to the Colleyville community.

Neighborhood Planning Areas

During the planning process for The Colleyville Plan (2004-2025), the city was divided into six neighborhood planning areas to help facilitate participation and planning. The boundaries of the six planning areas were chosen based on the service areas of the existing homeowner associations, as well as physical features such as major streets, railroads, and creeks.

Destination Colleyville uses the same six neighborhood planning areas to facilitate discussions and develop strategies to enhance neighborhoods in all parts of the city.

Figure 6.1. Six Neighborhood Planning Areas



The character of existing neighborhoods can be defined by the of the width of its streets, the size and number of trees, size of the front yards, sidewalks, and neighborhood amenities such as parks and trails, which all culminate into the creation of a true sense of place. Retaining the value and quality of neighborhoods is one of the single most important priorities of the Colleyville community.

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PRESERVING NEIGHBORHOOD INTEGRITY

Preservation of the existing neighborhood character is a top priority should redevelopment occur.

Protection of the character and integrity of existing neighborhoods should be ensured by the promotion of future development that is compatible with existing neighborhoods.

Southeast Colleyville - Neighborhood Area 1

Placement in the Community

Southeast Colleyville occupies the southeast quadrant of the city. Bounded by Cheek-Sparger Road to the south, Jackson and Pool Roads to the west, State Highway (SH) 121 and Heritage Avenue to the east, and the city limits with Grapevine to the north and east, Southeast Colleyville totals approximately 1,213 acres (1.9 square miles) or 14.3 percent of the overall land area of Colleyville. With the development of the Heritage Avenue tract into single family homes, most of Southeast Colleyville is developed.

During the planning process for the comprehensive plan, feedback from focus groups comprised of residents of this area noted the convenience of living here, with easy access to SH 121 and also to commercial areas along Colleyville Boulevard. The major issue for the area is traffic congestion along Glade Road and Cheek-Sparger Road, and occasional periodic traffic delays generated by other users in the area (e.g., churches).

Character and Form

The following descriptions provide a summary of the character, development pattern, transportation and connectivity, and parks, recreation and open space in Southeast Colleyville.

- **General character.** Small portions of this area can be characterized as fairly typical suburban style developments. However, these developments transition to portions of Southeast Colleyville that are among the most beautiful in all of Colleyville. Home styles vary from older 1970's ranch style homes to large mansions with extensive open space and attractive front yards. Several gated communities exist in the area along Martin Parkway

and Jackson Road. Much of the area drains to tributaries of Little Bear Creek, and as a result the area is heavily wooded with stands of large mature trees. This wooded character is extremely appealing and is one of the distinguishing aspects of much of Southeast Colleyville. Private ponds which are visible from the area's public streets also contribute to the lush, luxurious feel of the area.

- **Development Pattern.** Approximately 90 percent¹ of this area is comprised of existing single family residences, with the remaining 10 percent consisting of commercial and institutional uses. Residential lot sizes vary from estate-sized lots along drainage tributaries of Little Bear Creek, to garden home-sized lots north of Glade Road and west of Heritage Avenue. Development patterns transition from freeway commercial uses at Glade Road and SH 121, to garden residential lots near Heritage Avenue and Glade Roads, finally to larger lots further to the west and throughout the remainder of Southeast Colleyville. Residential uses in the area total ~~1,112~~ **945 net** acres and 1,707 lots, yielding a residential **net** density² of **1.8 approximately** ~~1.54~~ dwelling units per acre^{2,1}.

- **Transportation and Linkages.** Glade Road and Cheek-Sparger Road are the primary east-west minor arterials in the area. Heritage Avenue, Martin Parkway, and Jackson Road are the primary north-south roadways for this area. Apart from the four-lane sections of Glade Road and Heritage

¹ Existing residential percentage for each neighborhood area includes all areas within residential and agricultural zoning districts and includes rights-of-way and parks.
² **Net density is calculated by removing 15 percent of the gross area for right-of-ways.**
³ Residential density is calculated by dividing the total number of residential lots (occupied and vacant) in the neighborhood by the total land area in the neighborhood in residential or Agricultural zoning district categories.

Southeast Colleyville. Residential uses in the area total ~~1,112~~ **945 net** acres and 1,707 lots, yielding a residential **net** density² of **1.8 approximately** ~~1.54~~ dwelling units per acre^{2,1}.

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- 3 Residential density is calculated by dividing the total number of residential lots (occupied and vacant) in the neighborhood by the total land area in the neighborhood in residential or Agricultural zoning district categories.

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Avenue at the commercial areas near SH 121, most streets in the area, including arterial, are two-lane roadways.

- **Parks, Recreation, and Open Space.** Southeast Colleyville has several private parks but no public parkland. The open parkland behind the Senior Center in Southwest Colleyville provides the main park space for this area. A total of 46 acres of private parkland are contained in the area, however, much of this private parkland is fenced and restricted to specific neighborhoods or homes. Some residents of the area have access to Melrose Park, which is a large private neighborhood park located on Martin Parkway. With the exception of wide sidewalks along a portion of Glade Road and Heritage Avenue, leading to the middle school and high school, the area has no existing public trails. Private recreational trails can be found in Melrose Park, as well as in privately shared open space east of Martin Parkway.

Key Current and Future Considerations for Southeast Colleyville

- The commercial areas between SH 121 and Heritage Avenue are vital to the overall fiscal health of the city. They are the only freeway-oriented properties in the city, and have no direct residential adjacencies. As such, the intensity of development directly adjacent to SH 121 should be maintained and even increased where appropriate. Non-residential intensity of commercial development densities can decrease closer to Heritage Avenue, but should still remain among the highest in the city.
- 1. Roadway improvements are discussed in the Transportation section of this plan. However,

Southeast Colleyville residents have expressed their desire that Glade Road remain two lanes, with the exception of upgrades at intersections to improve traffic flow. Any improvements to Cheek-Sparger Road should carefully consider the character of the roadway. For both roads, shoulder improvements for roadway safety and traffic flow improvements at key intersections should be considered, where and when feasible.

2. No public park improvements are currently slated for this area. However, future park improvements in the city's park land adjacent to the Senior Center will be needed to provide public facilities for residents of Southeast Colleyville.
3. Sections of eight- to 10-foot wide trails exist along the north parkway of Glade Road between Pool Road and Heritage Avenue. Filling trail gaps along this section of Glade Road should be planned in order to enhance connections to area schools, retail and dining closer to SH 121. However, these enhancements should be done in a manner that maintains the character of the existing road design.
4. Heritage Avenue and Cheek-Sparger Road intersection – work with the City of Euless to make improvements as appropriate when necessary.
5. Protect the character and integrity of existing neighborhoods by promoting future development that is compatible with the surrounding development patterns and development character.

and even increased where appropriate. Non-residential intensity of commercial development densities can decrease closer to Heritage Avenue, but should still remain among the highest in the city.

3. Sections of eight- to 10-foot wide trails exist along the north parkway of Glade Road between Pool Road and Heritage Avenue. Filling trail gaps along this section of Glade Road should be planned in order to enhance connections to area schools, retail and dining closer to SH 121. However, these enhancements should be done in a manner that maintains the character of the existing road design.

5. Protect the character and integrity of existing neighborhoods by promoting future development that is compatible with the surrounding development patterns and development character.

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Southwest Colleyville - Neighborhood Area 2

Placement in the Community

Southwest Colleyville occupies the southwest corner of Colleyville, and is generally bounded by Glade Road and Little Bear Creek to the north, Cheek-Sparger Road to the south, Jackson Road to the east, and Colleyville Boulevard to the west. A portion of Southwest Colleyville neighborhood area is west of Colleyville Boulevard and extends to Precinct Line Road which is the city limits with Hurst. Southwest Colleyville totals approximately 1,292 acres (2.02 sq. miles) or 15.3 percent of the overall land area of Colleyville.

Feedback from focus groups comprised of residents of this neighborhood area noted the high quality of their neighborhoods and, with this area's proximity to Colleyville Boulevard, the relative convenience and accessibility to other areas of the city.

Character and Form

- **General character.** While more than three-quarters residential, this area also has some non-residential uses extending along Colleyville Boulevard. The area is traversed by Little Bear Creek and consequently includes significant green spaces. Bedford Road, which crosses Little Bear Creek, is representative of the characteristic beautiful Colleyville thoroughfare, with large trees and a classic rural feel along much of the roadway in this area.
- **Development Pattern.** Southwest Colleyville is essentially completely developed, with only a few lots remaining open for development. The area is approximately 83 percent existing residential uses (911.5 net acres) with 1,718 lots. This neighborhood has a net density of approximately 1:60 1.9

dwelling units per acre. Lots in the area are still generally below average in size, ranging from 10,000 to 15,000 square feet in size.

- **Transportation and Linkages.** Glade Road and Cheek-Sparger Road are the only east-west minor arterials in the area. Colleyville Boulevard, Precinct Line Road, Bedford Road, and Brown Trail are the only major north-south roadways in the area. With an eventual six lanes, Colleyville Boulevard has significant capacity to handle the traffic needs of the area. However, getting to Colleyville Boulevard is through a two lane section of Cheek-Sparger Road between Oakbriar Lane and Colleyville Boulevard.
- **Parks, Recreation, and Open Space.** This area has a higher percentage of public parkland than any other in the city. The Colleyville Nature Center and Sparger Park take advantage of their pristine locations adjacent to Little Bear Creek and are major amenities for the area. Woodbriar Neighborhood Park provides amenities south of Cheek-Sparger Road, and all neighborhoods in this area have close access to parks. Trails can be found in both parks, and older private trails along Cheek-Sparger Road point to future trail possibilities that mimic the public trail across Cheek-Sparger Road in Bedford.

Key Current and Future Considerations for Southwest Colleyville

1. Redevelopment of the existing commercial lands between Colleyville Boulevard and Felps Drive will most likely occur in the future, and should be encouraged to bring additional destination value to Colleyville Boulevard. The buffering of residential

- **Development Pattern.** Southwest Colleyville is essentially completely developed, with only a few lots remaining open for development. The area is approximately 83 percent existing residential uses (911.5 net acres) with 1,718 lots. This neighborhood has a net density of approximately 1:60 1.9

Themes:

- 1) Density
- 2) Transitional Areas
- 3) Existing Neighborhoods
- 4) Rezoning
- 5) Private Parks
- 6) Clarifications

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areas east of Felps Drive should be incorporated into any redevelopment plans for the area. More compact and walkable non-residential development should be encouraged for other tracts along Colleyville Boulevard, and should take advantage of the desire to be close to Colleyville Downs Shopping Center.

2. Neighborhood-scale retail and office uses should be encouraged at the southern corners of Cheek-Sparger Road and Bedford Road, with adequate buffering provided where residential adjacencies occur.
3. Proposals for development of floodplain lands on the north side of Little Bear Creek between Colleyville Boulevard and Bedford Road should be carefully evaluated for their potential impact on area flooding and the beautiful creek environment. The loss of creek environment could impact the value of nearby residential areas.
4. Evaluate options to improve traffic flow along Cheek-Sparger Road between Bedford Road and Colleyville Boulevard, including improving the intersection of Bedford Road and Cheek-Sparger Road. Consider improvements as appropriate along Cheek-Sparger Road between Colleyville Boulevard and Brown Trail (San Bar Lane to Oakbriar Lane).
5. Trail linkages between the Nature Center and Sparger Park would create a unique amenity for this neighborhood area and should be a high-priority focus. These trail linkages could use natural paving materials in keeping with the character of the area.
6. Explore ways to widen and enhance the existing trails on the south side of Cheek-Sparger Road in partnership with the City of Bedford.
7. Protect the character and integrity of existing neighborhoods by promoting future development

that is compatible with the surrounding development patterns and development character.

7. Protect the character and integrity of existing neighborhoods by promoting future development that is compatible with the surrounding development patterns and development character.

Themes:

- 1) Density
- 2) Transitional Areas
- 3) Existing Neighborhoods
- 4) Rezonings
- 5) Private Parks
- 6) Clarifications

Comprehensive Plan Amendments

Comprehensive Plan Revisions/Redlines South Central Colleyville - Neighborhood Area 3

Placement in the Community

Neighborhood Area 3 (South Central Colleyville) focuses on a central area of the city, east of Colleyville Boulevard. It extends from Pool Road on the east, the centerline of Little Bear Creek and Jackson Road on the south, Colleyville Boulevard on the west, and Hall-Johnson Road to the north. This area is key to the future of Colleyville, since it contains commercial areas along the Colleyville Boulevard Corridor. South Central Colleyville totals approximately 1,248 acres (1.95 sq. miles) or 14.7 percent of the overall land area of Colleyville.

Feedback from focus groups comprised of residents of this neighborhood area noted the quality and love for their neighborhoods. They expressed the desire to ensure that the character of major streets in the area, such as Glade Road, is not lost due to roadway improvements to increase traffic flow.

Character and Form

- **General character.** Much of this neighborhood area has a large estate lot feeling to it. The area also includes significant commercial development along Colleyville Boulevard. Residential areas along Little Bear Creek, with forest-like stands of mature trees, are among the most scenic and beautiful areas in the entire city. Preservation of the existing neighborhood character should be a top priority should redevelopment occur.
- **Development Pattern.** As is the case in other areas, South Central Colleyville is essentially completely developed, with only a few lots remaining to be developed. The area is approximately 90 percent existing residential uses, which is the third highest ratio of residential to non-residential in the city. This neighborhood has an approximate a net density of 1.00 1.2 dwelling units per acre, with 954.7

net residential acres and 1,124 lots. A significant number of large estate-sized lots can be found along Oak Knoll Drive, other streets south of Glade Road, and along Montclair Drive and Bluebonnet Drive north of Glade Road.

- **Transportation and Linkages.** Glade Road and Hall-Johnson Road are the only major east-west arterials in the area, and they link this neighborhood area to commercial developments along Colleyville Boulevard, Colleyville Boulevard and Pool Road provide major north-south access north of Glade Road, and are supplemented by Riverwalk Drive and Montclair Drive in the area. South of Glade Road, Jackson Road, Martin Parkway, and Heritage Avenue all provide adequate north-south connectivity given the low density of the area.
- **Parks, Recreation, and Open Space.** South Central Colleyville has only one public open space, at the Senior Center along Glade Road, and no significant private parks. Although it is located in Southwest Colleyville, nearby Sparger Park also serves this area. Open spaces at the Colleyville Center also have potential to address quasi-parkland needs for this area. Trails can be found in Sparger Park, at the Senior Center, and along Church Street and Riverwalk Drive. Trails along Glade Road stop at Pool Road and do not extend westward into this area.

Key Current and Future Considerations for South Central Colleyville

1. Though not yet realized, pedestrian and bicycling connections between this area and the major retail, dining, and entertainment uses along Colleyville Boulevard are vital and highly desired. Efforts to

the entire city. Preservation of the existing neighborhood character should be a top priority should redevelopment occur.

- **Development Pattern.** As is the case in other areas, South Central Colleyville is essentially completely developed, with only a few lots remaining to be developed. The area is approximately 90 percent existing residential uses, which is the third highest ratio of residential to non-residential in the city. This neighborhood has an approximate a net density of 1.00 1.2 dwelling units per acre, with 954.7 net residential acres and 1,124 lots. A significant number of large estate-sized lots can be found along Oak Knoll Drive, other streets south of Glade Road, and along Montclair Drive and Bluebonnet Drive north of Glade Road.

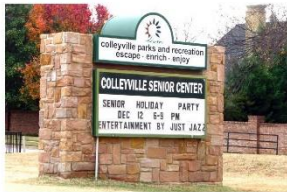
Themes:

- 1) Density
- 2) Transitional Areas
- 3) Existing Neighborhoods
- 4) Rezonings
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- 6) Clarifications

Comprehensive Plan Amendments

Comprehensive Plan Revisions/Redlines

- provide these connections, while preserving the area's existing character and large trees, should be a priority.
2. Intersection, and Ingress/Egress, and other improvements along Glade Road as planned should continue to improve traffic flow. Preservation of mature trees should be prioritized and may require unique design solutions.
 3. Protect the character and integrity of existing neighborhoods by promoting future development that is compatible with the surrounding development patterns and development character.



The Colleyville Senior Center is one of the amenities serving the Colleyville community in South Central Colleyville (Neighborhood Area 3).

3. Protect the character and integrity of existing neighborhoods by promoting future development that is compatible with the surrounding development patterns and development character.

Themes:

- 1) Density
- 2) Transitional Areas
- 3) Existing Neighborhoods
- 4) Rezonings
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Comprehensive Plan Amendments

Northeast Colleyville - Neighborhood Area 4

Placement in the Community

Occupying the northeastern portion of the city, Neighborhood Area 4 (Northeast Colleyville) encompasses the area north of Hall-Johnson Road, east of Colleyville Boulevard, west of Pool Road and south of Big Bear Creek. Northeast Colleyville totals approximately 793 acres (1.24 sq. miles) or 9.4 percent of the overall land area of Colleyville.

Feedback from focus groups comprised of residents of this neighborhood area were concentrated on issues dealing with the future development of large rural tracts along Colleyville Boulevard, and the interest in trail connections to Big Bear Creek.

Character and Form

- **General character.** This area is characterized by more traditional suburban residential neighborhoods. Lot sizes in this area might be considered large in other communities but are on the smaller side for Colleyville. Neighborhoods range in age from more mature developments that have been in place for more than 30 years, to newer areas around Kimzey Park that were developed within the last 10 to 15 years. With the exception of the visual open space provided by Bluebonnet Hills at the corner of Hall-Johnson Road and Colleyville Boulevard and a portion of Big Bear Creek north of Kimzey Park, this area has no significant open space features. Neighborhoods have attractive mature trees that add character and value to properties in the area.
- **Development Pattern.** While still largely developed, Northeast Colleyville does have some large remaining undeveloped areas along Colleyville Boulevard. Northeast Colleyville is approximately 81 percent existing residential uses, which is the lowest ratio of residential to

non-residential in the city. This neighborhood has a net density of 1.9 dwelling units per acre, with 545.9 net residential acres and 1,022 lots. At approximately 1.59 dwelling units per acre, this area has the highest overall density of single family residential in the city.

This area incorporates extensive commercial properties along Colleyville Boulevard. Many of these commercial and industrial type uses can be redeveloped in the future.

- **Transportation and Linkages.** Hall-Johnson Road is the only major east-west minor arterial in the area, and provides the only direct link to commercial areas along Colleyville Boulevard. Colleyville Boulevard and Pool Road provide major north-south access, with no other continuous north-south roads in the area. Apart from Tarrant Lane, Industrial Boulevard and Oak Pointe Drive provide limited road connections between area neighborhoods and the commercial destinations along Colleyville Boulevard. However, the bulk of the residents to go south to Hall-Johnson Road or north along Pool Road to access signalized intersections at Colleyville Boulevard.
- **Parks, Recreation, and Open Space.** Kimzey Park in the northern tip of this area and the playground facilities at Glenhope Elementary School provide the only public park and playground services for residents of this area. A small private park with a pond and walking trail located south of Independence Street provides park access to nearby residents. Natural areas along small portions of Big Bear Creek which are within Colleyville are found in this area. Apart from walking trails located in Kimzey Park, the area has no significant publicly accessible trails.

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non-residential in the city. This neighborhood has a net density of 1.9 dwelling units per acre, with 545.9 net residential acres and 1,022 lots. At approximately 1.59 dwelling units per acre, this area has the highest overall density of single family residential in the city.

Themes:

- 1) Density
- 2) Transitional Areas
- 3) Existing Neighborhoods
- 4) Rezoning
- 5) Private Parks
- 6) Clarifications

Comprehensive Plan Amendments

Comprehensive Plan Revisions/Redlines

Western Central Colleyville - Neighborhood Area 5

Key Current and Future Considerations for Northeast Colleyville

1. Promote the development of a unique walkable commercial site at the Northern Gateway, an undeveloped 23 acre tract across from John McCain Road and Colleyville Boulevard. Ensure that adequate buffering/transitions between the development and adjacent residential areas is incorporated.
2. To provide a stronger and more sustainable economic foundation for the city, encourage the redevelopment of older commercial and industrial uses along Colleyville Boulevard into high quality commercial and service destinations. Where feasible, make these walkable.
3. Create additional pedestrian and bicycling connections between neighborhoods in this area and the major retail, dining, and entertainment uses along Colleyville Boulevard.
4. Create walking and bicycling connections between Kimzey Park and regional trails to the north along Big Bear Creek and to the south along Big Bear Creek and under the bridge at Colleyville Boulevard.
5. Protect the character and integrity of existing neighborhoods by promoting future development that is compatible with the surrounding development patterns and development character.

Placement in the Community

Occupying the center-west portion of the city, Neighborhood Area 5 generally occupies the area between Colleyville Boulevard to the east and the Cotton Belt Trail corridor to the west. Glade Road forms the southern boundary of this area. The area contains a portion of the northern gateway, three connected undeveloped tracts that total to 36 acres. Western Central Colleyville totals approximately 1,324 acres (2.07 sq. miles) or 15.6 percent of the overall land area of Colleyville.

Feedback from focus groups comprised of residents of this neighborhood area focused on issues relating to appropriate transitions to the future development on the large Northern Gateway tracts along Colleyville Boulevard, and the interest in connections to the regional Cotton Belt Trail.

Character and Form

- **General character.** This area is characterized by a mix of residential lot sizes, ranging from high quality, zero-lot-line homes in the Village area to large estate-sized lots closer to the Cotton Belt Trail. Tinker and Bransford Roads in the area are all two-lane rural roads that characterize the city's country past. Extensive mature trees and open swale drainage preserve a country feeling throughout the residential portions of this area.
- **Development Pattern.** Western Central Colleyville is approximately 86 percent existing residential uses and its net density is approximately 1.16 1.4 dwelling units per acre, with 967.8 net residential acres and 1.322 residential lots. Non-residential development along Colleyville Boulevard ranges

4. Create walking and bicycling connections between Kimzey Park and regional trails to the north along Big Bear Creek and to the south along Big Bear Creek and under the bridge at Colleyville Boulevard.
 5. Protect the character and integrity of existing neighborhoods by promoting future development that is compatible with the surrounding development patterns and development character.
- **Development Pattern.** Western Central Colleyville is approximately 86 percent existing residential uses and its net density is approximately 1.16 1.4 dwelling units per acre, with 967.8 net residential acres and 1.322 residential lots. Non-residential development along Colleyville Boulevard ranges

Themes:

- 1) Density
- 2) Transitional Areas
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from the walkable, mixed-use character of The Village, to churches, medical facilities, and schools between Church Street and Bogart Drive, to older commercial developments north of Tinker Road. The northernmost tip of Western Central Colleyville includes the 59-acre undeveloped lands that are referred to as the city's Northern Gateway. Thirty-six (36) of those acres are on the west side of Colleyville Boulevard and 23 on the east.

- **Transportation and Linkages.** Glade Road serves as the only continuous east-west road in the area. Other east-west connections are provided by Tinker Road and Bogart Drive, but neither extend completely across the area. Conversely, excellent north-south movement is provided by Colleyville Boulevard, Pleasant Run Road, and Bransford Road.

- **Parks, Recreation, and Open Space.** City Park is centrally located in this area and serves as the major passive and active park for the area. Bransford Park has also been recently improved with many amenities and is home to the historic Webb House. In addition, private parklands in the northern tip of this area provide trails and park facilities for residents in the Tension Parkway area. The Cotton Belt Trail is one of the major regional amenities in the area, and is accessed via Bransford or Pleasant Run Roads. The availability of trails is among the best in the city in this area.

Key Current and Future Considerations for Western Central Colleyville

1. Promote high quality non-residential development of the Northern Gateway properties, so as to contribute to a sustainable economic foundation for the city. Ensure that adequate buffering from

and transitions to adjacent residential areas are provided.

2. Promote the maintenance of larger lot (1/2 to one acre) requirements.
3. Encourage the development of a "creekwalk" environment along the existing drainage corridor between Church and Main Streets (see Chapter 9 for additional information). Added value and a unique sense of place can create a one-of-a-kind destination in the area.
4. *Protect the character and integrity of existing neighborhoods by promoting future development that is compatible with the surrounding development patterns and development character.*



Maintaining areas in larger lot configurations is important for areas on the western edge of Western Central Colleyville.

4. *Protect the character and integrity of existing neighborhoods by promoting future development that is compatible with the surrounding development patterns and development character.*

Themes:

- 1) Density
- 2) Transitional Areas
- 3) Existing Neighborhoods
- 4) Rezoning
- 5) Private Parks
- 6) Clarifications

Comprehensive Plan Amendments

Comprehensive Plan Revisions/Redlines

Northwest Colleyville - Neighborhood Area 6

Placement in the Community

Neighborhood Area 6 (Northwest Colleyville) encompasses the western third of Colleyville. It is bounded by the Cotton Belt Trail corridor to the east, Big Bear Creek to the north, Precinct Line Road to the west, and L. D. Lockett Road to the south. Northwest Colleyville totals approximately 2,601 acres (4.06 sq. miles) or 30.7 percent of the overall land area of Colleyville.

Character and Form

- **General character.** This neighborhood encompasses the entire western sector of the city. A significant number of the large estate lots on the far western edge of the city near Precinct Line Road have been redeveloped into smaller-lot neighborhoods transitioning to lower density neighborhoods to the east. The Northwest Neighborhood has beautiful established areas with the country character that represents what the Colleyville community wants to preserve.
- **Development Pattern.** This neighborhood area is the largest in the city, encompassing more than 30 percent of the gross land area of the city. Northwest Colleyville has experienced significant change since the previous comprehensive plan in 2004. The neighborhood's residential ~~net~~ density of ~~1.06~~ **1.3** dwelling units per acre is one of the lowest in the city, ~~with 2,122.4 net residential acres and 2,656 residential lots.~~ Overall, 96 percent of the area is existing single family residential uses, the highest percentage in the city. The area has significant open space and parklands, but a very small amount of retail development.
- **Transportation and Linkages.** Major roadways

in the area include L. D. Lockett Road, Westcoat Drive, McDonnell School Road, Precinct Line Road, Pleasant Run Road, and John McCain Road. ~~In addition, the MTP proposes McDonnell School Road be extended east from Westcoat Drive to connect just west of Cutter Ridge Court to improve east-west connectivity in the area.~~ Most roadways in Northwest Colleyville all are generally two-lane rural cross-sections; and intersection improvements a and MTP connectivity recommendations can serve to improve traffic flow in the area.

- **Parks, Recreation, and Open Space.** This area has four City parks and multiple smaller private parks. L. D. Lockett, McPherson, Reagan, and Pleasant Run Parks are the major public park facilities in the area. Trail connections along McDonnell School Road and Westcoat Drive, as well as the Cotton Belt Trail, are the major trail corridors in this area. Trails along McDonnell School Road are excellent examples of trail integration adjacent to a two-lane roadway.

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- **Transportation and Linkages.** Major roadways in the area include L. D. Lockett Road, Westcoat Drive, McDonnell School Road, Precinct Line Road, Pleasant Run Road, and John McCain Road. ~~In addition, the MTP proposes McDonnell School Road be extended east from Westcoat Drive to connect just west of Cutter Ridge Court to improve east-west connectivity in the area.~~ Most roadways in Northwest Colleyville all are generally two-lane rural cross-sections; and intersection improvements a and MTP connectivity recommendations can serve to improve traffic flow in the area.

Themes:

- 1) Density
- 2) Transitional Areas
- 3) Existing Neighborhoods
- 4) Rezoning
- 5) Private Parks
- 6) Clarifications

Comprehensive Plan Amendments

Comprehensive Plan Revisions/Redlines

Key Current and Future Consideration for Northwest Colleyville

1. Encourage a mix of retail and professional office uses along the remaining undeveloped areas of Precinct Line Road, with the goal of expanding the city's sales tax base.
2. Protect the character and integrity of existing neighborhoods by promoting future development that is compatible with the surrounding development patterns and development character.

Housing and Neighborhood Framework

GOALS

Preserve high quality, established neighborhoods with an emphasis on large lots and natural settings with a "country feel."

Connect neighborhoods and provide high quality amenities.



Policy: Preserve neighborhood character and quality.

Neighborhoods are one of Colleyville's greatest assets, as they form the foundation for the city's reputation and quality of life. As neighborhoods age and mature, some develop a unique and enduring character while others are unable to maintain the quality of development they once had. For this reason, the City should support neighborhood protection and preservation efforts. Safe, well-maintained neighborhoods that have enduring character allow reinvestment and help maintain property values and residential tax base.

The City can support and establish programs to protect and enhance the integrity of its neighborhoods. Potential strategies include improving or updating public facilities and services such as streets, street lighting, drainage systems, traffic control or management, neighborhood policing, and code enforcement. [It is critical to emphasize a policy of not allowing higher density residential development as existing neighborhoods redevelop.](#)

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2. Protect the character and integrity of existing neighborhoods by promoting future development that is compatible with the surrounding development patterns and development character.

The City can support and establish programs to protect and enhance the integrity of its neighborhoods. Potential strategies include improving or updating public facilities and services such as streets, street lighting, drainage systems, traffic control or management, neighborhood policing, and code enforcement. [It is critical to emphasize a policy of not allowing higher density residential development as existing neighborhoods redevelop.](#)

Themes:

- 1) Density
- 2) Transitional Areas
- 3) Existing Neighborhoods
- 4) Rezoning
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Comprehensive Plan Amendments

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■ Action 6-1: Consider overlays for established neighborhoods.

In many neighborhoods, residents may want to protect the existing character of development. In these cases, the City could work with neighborhood residents and representatives to develop specific recommendations for protection or enhancement. This may include the creation of a special area plan that frames appropriate changes needed in the underlying regulations, such as garage placement, setbacks, building materials, etc. This may also include other actions that help existing neighborhoods maintain or add landscaping, sidewalks, trails, and park amenities.

■ Action 6-2: Provide mechanisms for context-sensitive residential redevelopment.

Given the high demand for homes in the Colleyville area and as the city approaches build-out, it will be important to thoughtfully design new residential projects with appropriate considerations of lot sizes, transitions and connections to adjacent neighborhoods, trails, open space and tree preservation, and design of open fencing, landscape treatment, and setbacks along rural character roadways.

■ Action 6-2A: Consider PUD-R or overlay zoning to implement consistency standards for new neighborhoods.

In order to ensure the integrity of existing neighborhoods is protected, new subdivisions should be designed to reflect the character of surrounding neighborhoods. The lot sizes and building setbacks within new subdivisions should be determined based on the existing lot sizes and building setbacks of the existing neighborhoods.

Policy: Enhance neighborhood-level amenities and connectivity such as pocket parks, sidewalks, and trails.

While the city is known for its superb neighborhoods, there are still opportunities for improvement so they continue to be one of the key assets in the community. Access to sidewalks, trails, and parks is becoming an important element of quality of life for many communities, especially for Colleyville. Neighborhoods designed with such amenities typically maintain their property values over time. It is about providing safer and inviting ways to move in and around one's neighborhood without having to get in an automobile in addition to creating a reinvestment dynamic in the neighborhood as it matures.

■ Action 6-3: Continue to focus on neighborhood park and recreation improvements to positively contribute to neighborhood vitality.

Clean, well-maintained, and vibrant neighborhood parks are an anchor for strong, established neighborhoods. The City can work with neighborhoods to determine ideas to increase access to, and amenities at, neighborhood parks.

■ Action 6-2A: Consider PUD-R or overlay zoning to implement consistency standards for new neighborhoods.

In order to ensure the integrity of existing neighborhoods is protected, new subdivisions should be designed to reflect the character of surrounding neighborhoods. The lot sizes and building setbacks within new subdivisions should be determined based on the existing lot sizes and building setbacks of the existing neighborhoods.

Themes:

- 1) Density
- 2) Transitional Areas
- 3) Existing Neighborhoods
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- 6) Clarifications

Comprehensive Plan Amendments

Comprehensive Plan Revisions/Redlines

This could include the installation of upgraded or additional amenities at existing parks.

- Action 6-4: Improve neighborhood connectivity to the Colleyville Boulevard Corridor and key destinations.

Colleyville Boulevard is the economic spine for the city. It also contains most of the commercial services that the Colleyville community is interested in visiting. Currently, the Village at Colleyville is probably the most walkable and pedestrian-friendly commercial area in the city. As additional areas of Colleyville Boulevard are redeveloped and revitalized (e.g., in the Northern Gateway), more opportunities for creating walkable and pedestrian-friendly environments can be created. As a result, there will also be increased demand for accessing these areas without having to get in an automobile. Consequently, the City can proactively increase neighborhood connectivity to the Colleyville Boulevard Corridor. This could include the development of key greenway trails (e.g., along Little Bear Creek) which provide needed east-west connectivity from established neighborhoods to Colleyville Boulevard. This could also include the installation of new sidewalk and trail segments in areas where sidewalk connectivity is limited or nonexistent, and the installation of crosswalks. In addition, connections to the Cotton Belt trail from the Northern Gateway should be prioritized.

Policy: Require new neighborhood developments to demonstrate and contribute to Colleyville's character.

As evident by the online survey that was administered during the planning process, the Colleyville community has expressed an interest in quality development as one of the key attributes that makes Colleyville unique. As such, it is also a high priority to ensure that all new neighborhoods add to the existing quality of development. This can be done by requiring the development of neighborhoods which provide a high quality of design, an easily perceived sense of identity, and bicycle and pedestrian connectivity.

- Action 6-5: Encourage new neighborhood design that creates defined centers, edges, common spaces, and entries.

Creating neighborhoods with defined centers, edges, and entries where feasible with large setbacks, trees, and greenspaces that withstands the test of time and gives neighborhoods a sense of place. A defined center provides for a focal point to gather (e.g., park, trail, school, etc.), defined edges allows neighborhood residents to take pride in their geographic area, and bold and unique entries (e.g., entrance monuments) provide notice to residents and visitors that one has entered into a new defined place.

- Action 6-6: Require new neighborhoods to be connected where appropriate.

Connectivity is an important quality of great neighborhoods. A well-connected neighborhood reduces congestion along major streets, is friendlier to pedestrians and bicyclists, facilitates active transportation, and leads to higher levels of physical activity. One way to ensure that new neighborhoods are connected is to require conformance with additional

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Placeholder image- to be updated

- Action 6-5: Encourage new neighborhood design that creates defined centers, edges, common spaces, and entries.

Creating neighborhoods with defined centers, edges, and entries where feasible with large setbacks, trees, and greenspaces that withstands the test of time and gives neighborhoods a sense of place. A defined center provides for a focal point to gather (e.g., park, trail, school, etc.), defined edges allows neighborhood residents to take pride in their geographic area, and bold and unique entries (e.g., entrance monuments) provide notice to residents and visitors that one has entered into a new defined place.

Themes:

- 1) Density
- 2) Transitional Areas
- 3) Existing Neighborhoods
- 4) Rezonings
- 5) Private Parks
- 6) Clarifications



Placeholder image- to be updated

Comprehensive Plan Amendments

Comprehensive Plan Revisions/Redlines

CONNECTING NEIGHBORHOODS

One way to connect neighborhoods can be to reduce using cul-de-sacs and increase the street connections.



connectivity standards which could be incorporated into the City's subdivision regulations. Concerns about cut-through traffic can be alleviated through appropriate design of new residential streets for low speed traffic and traffic calming measures on existing residential streets.

For vehicles, it is important to create multiple entries between a neighborhood and the City's thoroughfare system. This reduces congestion at intersections and along the entire thoroughfare system by dispersing vehicles among multiple access points. This could also include reducing the use of cul-de-sac streets and increasing the number of internal connected streets. Although given Colleyville's development context, there may be few remaining opportunities to create new strategic connections to help overall traffic circulation.

At a minimum, it will be important to create a strong internal sidewalk system to connect to all internal (e.g., neighborhood pools and schools) and external (e.g., off-site trails, commercial areas, etc.) destinations. This may include the creation of internal greenway trails and pedestrian access easements through connecting cul-de-sacs and the middle of long blocks.

- Action 6-7: Encourage the construction of local gateways and signs that promote unique neighborhood identity that is tied to Colleyville's heritage and/or a "country feel."

Gateways help define entrances and provide a sense of place to a neighborhood. Many existing neighborhoods include attractive gateway entrance features. The City can review its sign regulations to ensure that there is enough flexibility to allow for creative design of gateway entrance monuments that add to the character of the city's neighborhoods. In addition, the City can encourage the construction of unique gateway entrances for all new neighborhoods. Such gateways and signs should be coordinated with landscaping, fencing, and other streetscape elements within the neighborhood.



The entrance to Pebble Hill Plantation Estates is an example of a well-designed neighborhood entrance.

Large and mature trees add to the quality of Colleyville's neighborhoods. Trees generally improve the appearance of a neighborhood and tree-lined streets are often highly valued by residents once the trees have matured. Trees and the tree canopies provide residents a break from the hot Texas sun and provide walkers and joggers a pleasant environment to enjoy. Landscaping should also be promoted as a means to improve the appearance of neighborhoods. Opportunities to landscape can occur along roadways and at entrances into neighborhoods.

For vehicles, it is important to create multiple entries between a neighborhood and the City's thoroughfare system. This reduces congestion at intersections and along the entire thoroughfare system by dispersing vehicles among multiple access points. This could also include reducing the use of cul-de-sac streets and increasing the number of internal connected streets. Although given Colleyville's development context, there may be few remaining opportunities to create new strategic connections to help overall traffic circulation.

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Themes:

- 1) Density
- 2) Transitional Areas
- 3) Existing Neighborhoods
- 4) Rezoning
- 5) Private Parks
- 6) Clarifications

Comprehensive Plan Amendments

Comprehensive Plan Revisions/Redlines

Policy: Ensure tree canopies and quality landscaping are created and maintained.

- Action 6-8: Consider amending the existing tree preservation ordinance to ensure the existing tree canopy is preserved.

Colleyville's country charm is exemplified by its large open spaces, mature trees, and rustic ranch fences. If the existing tree canopy is removed and lots are clear-cut for development, then the look and feel that many residents value is destroyed. The existing tree preservation ordinance should be reviewed and revised, if necessary, to ensure the community's tree preservation desires.

- Action 6-9: Consider expanding the free tree planting program to encourage residents to plant trees.

In order to encourage tree planting, Colleyville could expand the existing Arbor Day program where residents obtain free trees. The expanded annual event could have hundreds of new trees planted on residential lots every year and the combined effect over a decade could have a substantial impact on creating a greater tree canopy for Colleyville.

- Action 6-10: Consider standards for ensuring that quality landscaping is created and maintained.

New developments should provide landscaping along major roadways and at the entrances into neighborhoods.

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A Vision for Parks

As part of the development of the 2011 Parks, Recreation, and Open Space Master Plan, a mission was identified to provide one of the highest quality parks, recreation, and open space systems in the DFW Metroplex by creating opportunities where people can "escape and enjoy an enriching environment." Through the public engagement process, a new vision was created for the future of the parks and recreation system (see at right).

To help implement this vision, a series of goals were developed and adopted by the Parks and Recreation Advisory Board and City Council. These include:

- Provide parks and trails within easy and convenient access to households in Colleyville.
- Provide leisure opportunities for all ages, specifically targeting young adults to baby boomers (who are historically underserved in terms of recreation facilities and programming).
- Support the development of a healthy community by providing facilities and programs that lead to choices for healthy living.
- Aim to be comprehensive and financially sustainable while encouraging collaboration.
- Market Colleyville as a destination known, in part, for its unique parks and leisure programs, while also marketing to current users and residents.
- Reflect and support the city's objective to become the environmental leader in Tarrant County.

Needs Assessment

While the existing parks, recreation, and open space system was rated as excellent, a plan of action for the future is necessary to ensure the system continues to excel long into the future. This is particularly important as the city nears its population estimate of ~~27,943~~ **27,518** persons by 2035 (see Chapter 2, Colleyville Context, regarding the historical and projected population of the city).

Colleyville is unique in that the majority of park acreage in the city is made up of private parks and open spaces (over 301 acres as compared to approximately 225 public park acres). In most cities in the DFW Metroplex, park and recreation areas are predominantly comprised of public parks. ~~Therefore, the acreage for private parks and open spaces is included in the level of service (LOS) analysis of this plan because of its significant contribution to the overall public-private park system in the city.~~

Colleyville's current LOS and future LOS were calculated using the historical population counts from the 2010 U.S. Census, combined with recommended National Recreation and Park Association (NRPA) standards that have been tailored to the city's unique situation (see Table 7.1, *Current and Projected Parkland LOS*, on the next page). These numbers differ slightly than what was indicated in the 2011 Parks, Recreation, and Open Space Master Plan because of a larger projected maximum population (see Chapter 2, *Colleyville Context*, regarding the historical and projected population of the city) and more accurate 2010 Census Data. **Additionally, private parks are an amenity to the City, however only parks available to the general community should be considered in the overall computation of LOS.**

"Colleyville has a renowned system of parks, recreation, open space, and trails that creates a true sense of 'home' within the city of Colleyville."

Source: Vision from the 2011 Parks, Recreation, and Open Space Master Plan

excel long into the future. This is particularly important as the city nears its population estimate of ~~27,943~~ **27,518** persons by 2035 (see Chapter 2, *Colleyville Context*, regarding the historical and projected population of the city).

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acreage recommended by the National Recreation and Parks Administration (NRPA), which the city compares itself against for national benchmarking. In order to meet the NRPA LOS standard for public parks for the current population, the city would need to add approximately 32 additional acres of public parkland. In order to meet the NRPA LOS standard for public parks for the projected population, the city would have to add approximately 90 to 98 acres of new public parkland. ~~When factoring in the city's private parks and open space lands, the city has more than enough acreage to meet the minimum LOS standard for the~~

current population and would still be near the top of the range for the projected population.

Park Service Area Deficits

In addition to determining current and future park acreage needs based on the city's population, it is also important to ensure that the park and recreation system is well distributed and accessible for most users. Typically, neighborhood parks serve an area of about one-quarter mile to one-half mile (which equates to about a five to 10 minute walk), while community parks serve an area of about one mile (which equates to about a five minute drive).

Table 7.1. Current and Projected Parkland LOS

Park Category	Existing Acreage (2015)	NRPA Standard	Level of Service (LOS) (22,807 population) ¹	Projected 2035 LOS (27,943 27,943 27,518 population) ²
Public Parks	225.24	11.25 - 20.50 acres / 1,000	9.88 acres / 1,000	8.06 8.19 8.19 acres / 1,000
Neighborhood Parks	41.66	1 - 2 acres / 1,000	1.83 acres / 1,000	1.49 1.51 1.51 acres / 1,000
Community Parks	101.10	5 - 8 acres / 1,000	4.43 acres / 1,000	3.62 3.67 3.67 acres / 1,000
Other Parks	82.48	Variable	3.62 acres / 1,000	2.95 3.00 3.00 acres / 1,000
Private Parks and Open Space	301.70	None	13.23 acres / 1,000	10.80 acres / 1,000
Grand Total	526.94	11.25 - 20.5 acres / 1,000	23.10 acres / 1,000	18.86 acres / 1,000

Table Notes:

¹ The current population of 22,807 people is derived from the 2010 Census Bureau.

² The projected population of ~~27,943~~ 27,518 people is derived using the population estimates set out in Chapter 2, Colleyville Context.

~~parkland. When factoring in the city's private parks and open space lands, the city has more than enough acreage to meet the minimum LOS standard for the~~

~~current population and would still be near the top of the range for the projected population.~~

Private Parks and Open Space	301.70	None	13.23 acres / 1,000	10.80 acres / 1,000
Grand Total	526.94	11.25 - 20.5 acres / 1,000	23.10 acres / 1,000	18.86 acres / 1,000

Themes:

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■ Action 7-12: Update the Master Drainage Plan to continue to ensure the city is adequately protected.

The City's Master Drainage Plan should be updated to develop a higher level of detail than what was provided in the 1992 plan. This Master Drainage Plan would provide the City with the tools necessary to identify the most critical flood-prone locations, potential solutions, and the costs for necessary drainage projects.

Depending on the recommendations identified in the Master Drainage Plan, the City should identify available funding sources to implement to make the improvements to the city's drainage system in addition to evaluating the City's current utility fee structure.

Policy: Proactively support efforts to promote green initiatives for fiscal resilience.

Colleyville should explore opportunities to promote more environmentally friendly and green initiatives that are also fiscally beneficial to both the City and residents.

■ Action 7-13: Work with regional water supply entities to ensure that Colleyville's drought contingency planning is proactive and innovative.

Ensure that the City continues to monitor and maintain a strong water supply, and that efficient and effective water conservation techniques are used where appropriate.

■ Action 7-14: Explore Low Impact Development (LID) solutions for commercial, residential, and public infrastructure projects.

The City should explore LID solutions as an opportunity to implement storm water management and water quality management strategies over that can have a significant impact on this sub-watershed and also provide quality of life and aesthetic benefits while saving costs. The City should evaluate the benefits of adopting and participating in North Central Texas Council of Governments' (NCTCOG's) integrated Stormwater Management (ISWM) program which is intended to help area cities achieve their goals of water quality protection, streambank protection, and flood mitigation, while also helping communities meet their construction and post-construction obligations under state stormwater permits. Low Impact Development, as defined by the Low Impact Development Center, "is a comprehensive land planning and engineering design approach with a goal of maintaining and enhancing the pre-development hydrologic regime of urban and developing watersheds."

The EPA states LID is an "approach to land development (or re-development) that works with nature to manage stormwater as close to its source as possible."

LID employs principles such as:

- Conserve natural areas wherever possible,

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Themes:

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Comprehensive Plan Amendments

- [Minimize the development impact on hydrology,](#)
- [Maintain runoff rate and duration from the site,](#)
- [Implement pollution prevention, proper maintenance and public education programs,](#)
- [Emphasize the use of on-site natural drainage features,](#)
- [Maintain or enhance the site's hydrologic characteristics after development, and](#)
- [Reduce overall imperviousness.](#)

- Action 7-15: Promote green building and energy efficiency as part of public and private development.

As part of a growing trend to reduce the environmental impact of development, the City should support efforts in both public and private sector development that incorporate green building practices and/or energy efficiency. This could include an assessment of the City's Land Development Code to remove impediments and/or add incentives for green building practices. Examples of green building practices that should be considered include low impact development (which utilizes the site's natural resources as part of the overall stormwater management program), rainwater capture, xeriscaping, and pervious pavement, among others.

- Action 7.16: Consider establishing an Urban Forestry Program to preserve and enhance the urban tree canopy in the city.

Tree canopy within Colleyville is an important component of the city's overall character and is one attribute that sets the city apart from other areas within the DFW Metroplex. As the city continues toward developing the limited number of remaining lots and revitalizing and redeveloping existing lots, it is important to have a strategy in place to protect what makes the city what it is today. An urban forest provides a number of economic, environmental, and social benefits to a city. Economic benefits include attracting tourists and businesses, increasing property value, and reducing the amount of energy needed for development. Environmental benefits include providing food and habitat for wildlife, absorbing carbon dioxide, reducing the heat island effect, and reducing sedimentation in streams. Social benefits include adding character and promoting a sense of pride in a community as well as increased privacy. Due to the significant amount of benefits provided, the City should consider establishing an Urban Forestry Program to protect this significant asset to the community. This could include an initial assessment of city parks, followed by an assessment of all City-owned property. A subsequent phase could include the eventual preparation of an Urban Forestry Master Plan, which is a roadmap to effectively and proactively manage and grow the city's urban tree canopy.

- [Minimize the development impact on hydrology,](#)
- [Maintain runoff rate and duration from the site,](#)
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Themes:

- 1) Density
- 2) Transitional Areas
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Comprehensive Plan Amendments

Comprehensive Plan Revisions/Redlines

Residential Density

~~The maximum density of each residential project should be a net density of 1.8 dwelling units per gross acre.~~ Destination Colleyville proposes to maintain the residential density policies of the 2004 Colleyville Plan with a goal of 1.8 dwelling units per acre, therefore each residential project shall have a minimum lot size of 20,000 square feet and no more than 2 dwelling units per acre. The 2004 Colleyville Plan states:

"One of the fundamental principles associated with the City's zoning authority, as granted by the State, is the ability to regulate population density through the adoption of zoning regulations. By establishing a variety of zoning districts, and each district with a different minimum lot size, municipalities are able to control the number of dwelling units that can be built in a particular area. Controlling the overall density has far-reaching public interests and ultimately has an effect on transportation, parks, schools and other public facilities.

Colleyville is noted for its large-lot subdivisions and for its large homes with generous front and side yards. Additionally, many older single family homes located along the major collector street network have been demolished and the properties rebuilt into estate type settings. The redevelopment of these estate properties has helped to keep the overall residential density quite low and promotes the rural atmosphere that Colleyville citizens enjoy.

In Colleyville, the 1998 Comprehensive Plan established a city-wide residential density benchmark of 1.8 dwelling units per net acre. This standard approximates the density achieved by the R20, Single Family Residential District, which calls for a minimum lot size of 20,000 square feet. The intent of this lower residential density standard is to maintain the rural character and ensure a higher quality of residential development that makes Colleyville unique."

The 2004 Colleyville Plan further states that "Developments with densities higher than 1.8 dwelling units per acre would be

acceptable, according to the 1998 Master Plan guideline, but only in those areas deemed to be consistent with sound land use planning principles, such as for those transitional areas situated between commercial uses and less dense residential developments, or near major street intersections. Higher density development may also be appropriate for smaller parcels that make less dense development economically difficult or on sites with unique topographical features. Since the future land use plan of Colleyville, prepared in 1998, utilized the 1.8 dwelling unit per acre guideline and the community has embraced this as a suitable development density, there is no need to deviate from this standard."

~~Each residential project should have a maximum net density of 1.8 dwelling units per acre, but "variances" could be allowed in certain and specific situations. Variances to the net density of 1.8 dwelling units per gross acre maximum could be allowed for the following:~~

~~The project is located within a transitional area. (Note: These transitional areas are contained within the Colleyville Blvd Corridor.)~~

- ~~» Between commercial and residential uses (existing or future land use Map designated);~~

~~OR~~

- ~~■ The project is located on a property with unique topography:~~
 - ~~» Restricted access options;~~
 - ~~» Significant floodplain or drainage considerations;~~
 - ~~» Property shape that necessitates deviations from standard development; or~~
 - ~~» Native tree stand(s);~~

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Themes:

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Comprehensive Plan Revisions/Redlines

COMPATIBILITY CONSIDERATIONS



1. Landscape buffers:

- Preserve existing trees that separate the proposed use from the existing use when possible.
- Preference for landscape screening and open fencing to contribute to residential character.
- New trees planted where proposed use is adjacent to existing use for beautification and screening.

2. Form:

- As residential square footage to lot area ratio increases, open space(s) and buffering provided should also increase.

3. Traffic Impacts:

- Connections to existing neighborhoods should be provided with sensitivity to the existing homes.
- Impact to roadways and intersections in the vicinity should be mitigated where possible.

TRANSITIONAL AREAS

A key topic during the comprehensive plan drafting process was the need for guidance related to proposals for transitional developments, especially as it concerns developments proposed with lots smaller than 20,000 square feet. Although residential developments with large lots are very common in Colleyville and are still being proposed for new construction, as the city approaches build-out, many new residential neighborhoods have come under the Planned Unit Development - Residential (PUD-R) zoning district. PUD-Rs provide some level of variation with respect to lot sizes and development standards while giving the City more control over the development character, treatment of transitions, and overall quality of the development.

A transitional area is a piece of land that may be appropriate for residential development with lots smaller than 20,000 square feet. These areas serve as gradual changes in intensity from commercial or institutional uses to lower density residential uses (lots 20,000 square feet or larger). Proposals requesting variances to the 1:1.0 dwelling units per gross acre requirement should address each compatibility consideration listed here. These developments are restricted to uses permitted in the Colleyville Plud District

There are instances when an existing land use will be different from the land use designated on the future land use map or instances when the existing land use will be different than the zoning on a property. For example, there could be a residential home on a property zoned for commercial uses and also designated on the future land use map for commercial uses. In these instances, a proponent provide a phased approach whereby screening and/or landscaping provided could be adjusted along the common boundary once the residential property was redeveloped with commercial uses for a wooden screening fence with shrubs that gets removed for provide cross access between commercial parcels.

Themes:

- 1) Density
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Residential

This land use category is predominantly comprised of single-family detached residential dwellings. The preference for new residential areas is that they preserve rural character along John McCain Road, Westcoat Drive, Pleasant Run Road, Bransford Road, and similar roadways, and that they incorporate landscaping and tree preservation features to retain the natural quality of new residential areas in the city. Residential areas typically include:

LAND USE TYPES

- Detached residential
- Parks, trails, and open space

DESIRED DEVELOPMENT CHARACTERISTICS

- Predominantly single family residences on lots over 20,000 square feet with natural landscaping, a rural appeal, and significant private open space.
- Overall aesthetic is country charm, exemplified by large open spaces, mature trees, and rustic ranch fences in some areas of the city – especially along rural roadway corridors such as Westcoat Drive, Pleasant Run Road, and Bransford Road.
- High-quality development with attractive entrance areas and amenities (e.g., internal walking trails).
- Appropriate transitions (e.g., one-story offices) between residential and non-residential areas.
- [Open space adjacent to roads to create feeling of openness.](#)

Figure 8.3. Illustrative Residential Uses



- [Open space adjacent to roads to create feeling of openness.](#)

Themes:

- 1) Density
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Colleyville Boulevard Corridor

This land use category is to promote the transformation of Colleyville Boulevard into a vibrant and economically strong "town center" for the City. While still readily accessible via the automobile, more compact and walkable development types will create a distinct sense of place. The Colleyville Boulevard Corridor includes:

LAND USE TYPES

- Retail, service, and entertainment
- Office
- Public and institutional uses
- Flexible innovation uses (e.g., research, office-warehouse, etc.)
- [Residential](#)

DESIRED DEVELOPMENT CHARACTERISTICS

- Architecture and site characteristics that are distinct, attractive, and have a pedestrian-friendly urban form.
- Able to accommodate a high degree of automobile activity, but parking is not the predominant visual feature from adjacent streets.
- Significant connectivity through cross/mutual access easements and multi-modal options (biking and walking).
- Design encourages a high degree of pedestrian activity, oftentimes during both the day and night.
- Institutional functions may require multiple buildings, arranged in a campus-like setting.
- Building facades are articulated, have significant window areas, and often include porticos or awnings to provide shade for pedestrians.
- Multistory buildings are encouraged to add a greater variety of destinations and uses in close, walkable proximity. This in turn leads to an increased vibrancy for the area and more available commercial development square footage.
- [As a goal, the single most important beautification project will be the relocation of overhead utility lines.](#)

Figure 8.7. Illustrative Colleyville Boulevard Corridor Development Types



COLLEYVILLE 2035 COMPREHENSIVE PLAN
DESTINATION COLLEYVILLE

Chapter 8 | FUTURE LAND USE

LAND USE TYPES

- Retail, service, and entertainment
 - Office
 - Public and institutional uses
 - Flexible innovation uses (e.g., research, office-warehouse, etc.)
 - [Residential](#)
-
- [As a goal, the single most important beautification project will be the relocation of overhead utility lines.](#)

Themes:

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COLLEYVILLE BOULEVARD CORRIDOR LAND USE AREAS

The Colleyville Boulevard corridor has unique land use areas with distinct character and land use characteristics. The areas serve as the basis for specific policies and actions related to each area. The four areas are described below:

- Northern Gateway: Offers a unique opportunity for new development on relatively undeveloped property as a new mixed commercial node, highlighting this northern entry point into the city along the Corridor.
- Upper Sector: Offers a unique opportunity to create an eclectic Corridor node with a mixture of newer buildings with older buildings that can take advantage of the City's facade improvement grant program and evolve over time into a more attractive and cohesive section of the Corridor with a mixture of retail, office, and service uses.
- Central Sector: Has the most potential to become a true center of activity within the city by tying the major commercial and entertainment centers along the Corridor with a focus on creating a more walkable street context.
- Southern Gateway: An opportunity to create a more memorable entry point to the city and elevate the quality of the existing development with a focused, long-term redevelopment strategy.

Actions related to each Colleyville Boulevard Corridor area are contained in Chapter 9, and a detailed discussion of each area is contained in the Appendices.

TRANSITIONAL AREAS

The transitional areas are intended to provide a buffer within the Colleyville Blvd. Corridor between the non-residential uses and the residential uses located outside of the corridor. It is intended that these transitional areas can be either residential uses, which may include residential uses on lots smaller than 20,000 square feet, or nonresidential uses. The nonresidential uses should be designed to buffer the neighboring residential uses from the effects of nonresidential uses, such as light and noise.

TRANSITIONAL AREAS

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- **Northern Gateway** (Bear Creek to Tension Parkway)
- **Upper Sector** (Tension Parkway to Hall-Johnson Road)
- **Central Sector** (Hall-Johnson Road to Brown Trail)
- **Southern Gateway** (Brown Trail to Cheek-Sparger Road/Mid-Cities Boulevard)

The development context along the Corridor is a mix of older auto service, industrial development mixed in with newer office, professional services, and retail buildings towards the northern sectors of the corridor. The Central Sector has the highest concentration of newer retail developments, many of which have been built or significantly redeveloped over the past 15 years. The lower or southernmost portion of the Corridor also has smaller and aging auto-service and strip retail buildings. Generally, there are very few vacant or undeveloped properties, but a large agglomeration of vacant properties is located in the northern section of the Corridor (see Map 9.2, *Colleyville Boulevard Corridor and Sectors*).

The Corridor is mostly auto-oriented, with buildings set back from the roadway and parking located in front of the buildings between the roadway and the buildings. Most of the corridor also lacks sidewalks and safe places to walk. Shoulders, if any, are very narrow with swales immediately adjacent to them. Most of the Corridor also has overhead utility lines and poles that add to the visual clutter. (see Figure 9.1. *Character of Existing Development along the Colleyville Boulevard Corridor*.)

Although it is clear when traveling down Colleyville Boulevard that it is a center for activity and commerce, there are no clear signs that the Corridor is Colleyville's

main destination or that it is specifically in Colleyville either. There is a patchwork of architectural styles and materials, some properties lacking landscaping while others provide abundant and tasteful landscaping. There are no distinguishing features that indicate when one has entered or left the city other than two Colleyville monument signs. ~~Appendix A provides more detailed discussion about the existing land use context and development character in the different sectors of the Corridor. The proposed actions on the following pages are designed to improve the Corridor.~~

Figure 9.1. Character of existing development along the Colleyville Boulevard Corridor



~~Colleyville monument signs. Appendix A provides more detailed discussion about the existing land use context and development character in the different sectors of the Corridor. The proposed actions on the following pages are designed to improve the Corridor.~~

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Transitional Areas

The transitional areas are intended to provide a buffer within the Colleyville Blvd. Corridor between the nonresidential uses and the residential uses located outside of the corridor. It is intended that these transitional areas can be either residential uses, which may include residential uses on lots smaller than 20,000 square feet, or nonresidential uses. The nonresidential uses should be designed to buffer the neighboring residential uses from the effects of nonresidential uses, such as light and noise.

- Ensure Colleyville Blvd. Corridor uses respect and are compatible with single-family uses outside of the corridor.
 - Residential uses on lots smaller than 20,000 square feet are a suitable buffer within the corridor.
 - Residential use should be single-family detached uses.
 - Residential uses should reflect the character and design of Colleyville's existing single-family detached neighborhoods.
 - Nonresidential uses should be required to have building and site design elements to lessen their impacts on residential use outside the corridor.
 - Building Design Elements:
 - Loading docks and overhead doors: A screening wall should be required.
 - Lighting: Fully shielded lights should be required to limit glare.
 - Roof mounted equipment: Must be screened by a parapet wall or some other device or design.
 - Building materials: Building shall be finished with the same type of materials and in the same percentage used on the front facade.
 - Building height: Limit building heights to protect residential uses.
 - Site Design Elements:
 - Buffer yard: Require a 30-foot buffer yard with two rows of shade trees.
 - Lighting: Fully cutoff lights should be required and light poles should be limited to 10 feet in height.
 - Parking: Headlight screening, such as a row of shrubs, shall be installed to prevent vehicle headlights from projecting onto adjacent residential properties.
 - Dumpsters: Shall be placed adjacent to the building and in no case shall be placed within 20 feet of a residential property line.

Themes:

- 1) Density
- 2) Transitional Areas
- 3) Existing Neighborhoods
- 4) Rezoning
- 5) Private Parks
- 6) Clarifications

Comprehensive Plan Amendments

Figure 9.4a_Neighborhood Compatibility Design Elements



COLLEYVILLE 2035 COMPREHENSIVE PLAN
DESTINATION COLLEYVILLE

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Chapter 9 | CHARACTER & PLACEMAKING

Themes:

- 1) Density
- 2) Transitional Areas
- 3) Existing Neighborhoods
- 4) Rezoning
- 5) Private Parks
- 6) Clarifications

Comprehensive Plan Amendments

Comprehensive Plan Revisions/Redlines

desired standards and framework for converting each of the Colleyville Boulevard Corridor Sectors into more walkable and memorable zones.

Table 10.1. Overarching Zoning Recommendations

Land Use Designation	Recommended Zoning Tool	Recommended Implementation Priority
Residential	- Maintain maximum net density target of 1.8 dwelling units per gross acre. - Revise the PUD-R development standards to establish rural frontage standards along certain key roadways such as John McCain Road, Pleasant Run Road, Bransford Road, and Westcoat Drive. - Revise PUD-R standards to require appropriate-transitions-and quality open space. More specifically, establish design and performance criteria for open space to maximize value creation, tree preservation, preservation of rural frontage along key roadways, etc. Proactively rezone to bring the existing zoning districts R-10, R-15, R-MF, and RD into agreement with the existing development pattern, which is R-20 or greater. - Revise the LDC to require an accompanying conceptual plan with straight zoning requests (non-PUD) to ensure new developments are built in substantial compliance to the approved conceptual plan. - Add additional regulations for floodplains. - Implement neighborhood consistency standards through PUD-R or overlay zoning.	City Initiated
Commercial	- Streamline all commercial design standards into one section of the LDC. - Include all elements of building and site design in the same section. - Create corresponding public realm and streetscape standards to complement the private realm standards. - Revise PUD standards to address appropriate design context for mixing of residential and commercial uses in the same PUD. Add additional regulations for floodplains.	City Initiated
Colleyville Boulevard Corridor	- Create an integrated regulatory tool (through a Corridor Zoning District or similar tool) to achieve a mix of commercial uses, appropriate transitions and buffers, and desired character that is tailored to the four different sections of the Boulevard as described in the vision -- the Northern Gateway, Upper Sector, Central Sector, and Southern Gateway (see Table 10.2, Proposed Colleyville Boulevard Corridor Regulatory Framework for more detail). - Establish appropriate urban design standards associated with each sector including building design, site design and orientation, mix of use, signage, and civic/open space standards with pedestrian-oriented design elements, specifically in the Central Sector. - Establish public and private street design standards that are consistent with the different sectors and vision for the Corridor. Add additional regulations for floodplains.	City Initiated

COLLEYVILLE 2035 COMPREHENSIVE PLAN

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- [Proactively rezone to bring the existing zoning districts R-10, R-15, R-MF, and RD into agreement with the existing development pattern, which is R-20 or greater.](#)
- Revise the LDC to require an accompanying conceptual plan with straight zoning requests (non-PUD) to ensure new developments are built in substantial compliance to the approved conceptual plan.
- Add additional regulations for floodplains.
- Implement neighborhood consistency standards through PUD-R or overlay zoning.

[Add additional regulations for floodplains.](#)

[Add additional regulations for floodplains.](#)

Themes:

- 1) Density
- 2) Transitional Areas
- 3) Existing Neighborhoods
- 4) Rezoning
- 5) Private Parks
- 6) Clarifications

Comprehensive Plan Amendments

Table 10.3. Implementation Priorities, Responsibilities, and Time Frames (cont'd)

Action No.	Recommended Action	Potential Time frame
Housing & Neighborhoods		
Action 6.1	Consider overlays for established neighborhoods.	Short-term
Action 6.2	Provide mechanisms for context-sensitive residential redevelopment.	Short-term to Mid-term
Action 6.2A	Consider PUD-R or overlay zoning to implement consistency standards for new neighborhoods.	Short-term
Action 6.3	Continue to focus on neighborhood park and recreation improvements to positively contribute to neighborhood vitality.	Short-term to Mid-term
Action 6.4	Improve neighborhood connectivity to the Colleyville Boulevard Corridor and key destinations.	Short-term to Mid-term, where feasible
Action 6.5	Encourage new neighborhood design that creates defined centers, edges, common spaces, and entries.	Short-term
Action 6.6	Require new neighborhoods to be connected where appropriate.	Short-term to Long-term
Action 6.7	Encourage the construction of local gateways and signs that promote unique neighborhood identity that is tied to Colleyville's heritage and/or a "country feel."	Short-term to Mid-term
Action 6.8	Consider amending the existing tree preservation ordinance to ensure the existing tree canopy is preserved.	Short-term
Action 6.9	Consider expanding the free tree planting program to encourage residents to plant trees.	Short-term
Action 6.10	Consider standards for ensuring that quality landscaping is created and maintained.	Short-term
City Services & Facilities		
Action 7.1	Update the long-range plan for the Colleyville Public Library.	Short-term to Mid-term
Action 7.2	Update the Parks, Recreation, and Open Space Master Plan as needed.	Short-term to Mid-term
Action 7.3	Evaluate options to upgrade the Colleyville Senior Center to continue to serve senior residents of the City.	Short-term to Mid-term
Action 7.4	Evaluate options to improve the Colleyville Center so that it can continue to meet citizen needs as well as attract additional usage and visitation.	Short-term to Mid-term
Action 7.5	Continue to ensure Police, EMS, and Fire Department equipment and facilities continue to meet the current and future public safety needs of the Colleyville community.	Ongoing
Action 7.6	Continue to ensure that firefighter, EMS personnel, and police officer training is adequate to respond to emergency situations.	Ongoing
Action 7.7	Continue to ensure that Fire, Police, and EMS Departments staffing needs are maintained adequately to address changes in growth and current levels of service.	Ongoing
Action 7.8	Maintain a proactive approach to the use of technology to improve public safety in Colleyville.	Ongoing

[Consider PUD-R or overlay zoning to implement consistency standards for new neighborhoods.](#)

[Consider amending the existing tree preservation ordinance to ensure the existing tree canopy is preserved.](#)

[Consider expanding the free tree planting program to encourage residents to plant trees.](#)

[Consider standards for ensuring that quality landscaping is created and maintained.](#)

Themes:

- 1) Density
- 2) Transitional Areas
- 3) Existing Neighborhoods
- 4) Rezoning
- 5) Private Parks
- 6) Clarifications

Next Steps

- **Determine how the amendment process will move forward.**

Adjournment

Comprehensive Plan "*Destination Colleyville*"

In an effort to reduce the number of pages and size of the agenda packet we are providing a hyperlink to the Comprehensive Plan "Destination Colleyville". The link below will direct you to the plan for your review.

<http://www.colleyville.com/images/Destination-Colleyville-2015.pdf>

ORDINANCE O-17-2005

AN ORDINANCE AMENDING THE 2035 COLLEYVILLE COMPREHENSIVE PLAN, *DESTINATION COLLEYVILLE*, BY AMENDING ORDINANCE O-15-1972; AUTHORIZING PUBLICATION; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City Council approved Ordinance O-15-1972 on December 15, 2015, adopting the Colleyville comprehensive plan, *Destination Colleyville*; and

WHEREAS, the City Council deems it in the best interests of the public to adopt this ordinance amending of the Colleyville comprehensive plan, *Destination Colleyville*; and

WHEREAS, the City of Colleyville has complied with the requirements contained in Section 11.03 the Colleyville Charter regarding the Master Plan adoption procedure; and

WHEREAS, the City of Colleyville has complied with the provisions of Chapter 213.003 of the Texas Local Government Code regarding comprehensive planning public hearing requirements; and

WHEREAS, the Planning and Zoning Commission has forwarded their recommendation to the City Council of the amendments to the Colleyville comprehensive plan, *Destination Colleyville*; 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 the document entitled "*Destination Colleyville*" is hereby amended as shown in Exhibit "A" and shall serve as the guide for future development of the community.

Sec. 2. THAT the City Secretary is hereby authorized and directed to cause publication of the descriptive caption hereof as an alternative method of publication provided by law.

Sec. 3. THAT this ordinance shall become effective immediately upon passage.

AND IT IS SO ORDERED.

The first reading and public hearing being conducted on the 7th day of February 2017.

The second reading and public hearing being conducted on the 21st day of February 2017.

PASSED AND APPROVED BY A VOTE OF ____ AYES, ____ NAYS, AND ____ ABSTENTIONS ON THIS THE 21ST DAY OF FEBRUARY 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"

DESTINATION COLLEYVILLE - EXECUTIVE SUMMARY

Colleyville is one of the premier places to live in the greater Dallas-Fort Worth (DFW) Metroplex. The city is well known for its great neighborhoods, excellent schools, and well-maintained parks and amenities, all located with convenient access to regional employment destinations such as DFW International Airport, Downtown Fort Worth, Las Colinas, and Downtown Dallas.

This comprehensive plan reflects the vision for the Colleyville of tomorrow. It has been crafted from community input over the course of more than a year. It builds on the strengths of the city today and identifies the framework for key decisions and actions that will guide Colleyville over the next two decades to make that vision become a reality.

The Colleyville community recognizes and cherishes the strengths of the city and wants to preserve and enhance those qualities. The community wants to make Colleyville the destination of choice for those seeking a vibrant place to live, work, or play with a high quality of life. A key strength of Colleyville is the high quality, low density neighborhoods. A goal of the plan is to define strategies to protect and maintain the quality and character of those neighborhoods. It is recognized that there will be tremendous pressure to redevelop them into higher density housing that will not distinguish Colleyville from its neighbors. This plan reinforces and builds on the principles and values that have historically guided decisions in the city, but it also updates policies on new topics since the previous plan's adoption.

Destination Colleyville contains the following framework that encompasses the goals and policies of the Plan:

- Preservation of neighborhoods.
- Enhancing Colleyville's economic resilience.
- Creating a connected Colleyville.
- Enhancing Colleyville's character and brand.
- Securing the economic spine of the city.
- Enhancing amenities and services.

The Plan then translates these framework principles into key goals for economic stability, transportation, housing and neighborhoods, City services and facilities, future land use, and character and placemaking. Each of these elements includes goals, policies, actions and benchmarks which are based on Colleyville's unique context and community input.

More specifically, this Plan details the future vision for Colleyville Boulevard. Colleyville Boulevard is not only the city's main economic engine, but is also the key to defining the character of Colleyville. It provides access to entertainment and boutique retail destinations, as well as meeting the day-to-day needs of the residents who live in the city. One of the major goals of this comprehensive plan update is to address the redevelopment and enhancement of properties along Colleyville Boulevard to create a cohesive development character, while recognizing key nodes or areas as special places with greater concentration of commercial/retail uses in a more pedestrian-friendly context.

This Plan emphasizes implementation as a key for its success. Implementation in the Plan's context is aligning the policies in this plan with the city's regulatory, infrastructure, operational, and fiscal tools. In moving forward, this Plan and associated principles and goals help the community prioritize the city's actions in addressing its many competing needs and requests. *Destination Colleyville* guides the city into its bright future, setting the stage for continued success.

Exhibit "A"

Further, the plan projected that the city's annual growth rate would slow to 1.25 percent during the years 2011 through 2015, decrease even further to 0.75 percent for the years 2016 through 2020, and decrease further to 0.50 after 2020. During the past five years (2010 to 2014), the city's actual annual growth rate was 0.81 percent.

With fixed boundaries and an increasingly limited amount of land remaining available for development, Colleyville is getting closer to its maximum population.

Population Estimate

While it would be easy to simply utilize the estimate that was contained in The Colleyville Plan (2004-2025), there have been many changes in the city that have occurred since then. First is that the city, like the rest of the country, has been impacted by a significant recession. While this may not have had as great of an impact on Texas cities as elsewhere, it has resulted in changes in consumer preferences (regarding housing, debt, driving and commuting preferences, among others). The city has also had 10 additional years of development which means there is less land available for development. Therefore, it was determined that

an analysis, using a similar methodology as was used in *The Colleyville Plan* (2004-2025), would further quantify the city's maximum population.

First, areas within the city that had sufficient acreage (approximately 3 acres or larger) and characteristics for potential redevelopment were identified. These areas equaled about 418.8 acres or 0.65 square miles out of 13.10 square miles. Second, an analysis of both the city's current Future Land Use Map (adopted 2004) and the draft Future Land Use Map contained within this plan were undertaken. Both maps identified that a majority of these potential areas are classified as single-family detached residential.

~~In *The Colleyville Plan* (2004-2025), the low and high estimates were calculated using an average residential density factor of 1.8 (base estimate) and 3.5 dwelling units per acre (high estimate). The estimate below was (see Table 2.1, *Population Forecast*) prepared using the following calculation:~~

$$[(\text{acres}) \times (\text{net density}) \times (\text{occupancy rate}) \times (\text{household size})] + [(\text{vacant platted lots}) \times (\text{household size})] + (\text{current population estimate}) = \text{population forecast}$$



Population growth stabilizes as the city has fewer and fewer parcels remaining for development.

Exhibit "A"

The result indicates that the city could reach a population of ~~27,943~~ 27,518 people depending on the development that occurs over the next 20 years and beyond. The city can feasibly accommodate this population growth by utilizing sound land use planning and associated implementation tools. The differences in population should not have a significant impact on the city's ability to provide services or meet infrastructure needs.

Table 2.1, Population Forecast

Net Acreage ¹	Net Density ²	Vacant Platted Lots ³	Household Size ⁴	Occupancy Rate ⁵	Projected Maximum Population ⁶
492.7 418.8 +/-	1.8	600	2.88	96.9%	27,943 27,518 people

Notes:

¹ The identified acreage is based on an analysis of property that is of sufficient size, shape, and characteristics to be potentially redeveloped during this planning horizon. A 15 percent reduction to the gross acreage has been applied to calculate net acreage. This reduction is made by removing rights-of-ways from the acreage calculation, for rights-of-ways.

~~² A net density of 1.8 dwelling units per acre produces 24,200 square foot lots.~~

³ Is an approximate estimate of residentially zoned and platted lots that are currently vacant or under construction.

⁴ Household size is from the U.S. Census Bureau 2010 Decennial Census: *Profile of General Population and Housing Characteristics: 2010*.

⁵ Occupancy Rate is from the U.S. Census Bureau 2010 Decennial Census: *Profile of General Population and Housing Characteristics: 2010*.

⁶ The projected maximum population is derived by adding the estimated increase in population to the current population of 23,740 people. The population projection does not consider the redevelopment of existing large lots.

Exhibit "A"

Housing & Neighborhoods Chapter 6



Goals:

Preserve high quality, established neighborhoods with an emphasis on large lots and natural settings with a “country feel.”

Connect neighborhoods and provide high quality amenities.

Policies

1. Preserve neighborhood character and quality.
2. Enhance neighborhood-level amenities and connectivity such as pocket parks, sidewalks, and trails.
3. Require new neighborhood developments to demonstrate and contribute to Colleyville’s character.
4. Ensure tree canopies and quality landscaping are created and maintained on public land and common areas.
5. Maintain “current built” density or less in existing neighborhoods as redevelopment occurs.

Benchmarks

- Improved access to neighborhood-level park improvements.
- Increased number and quality of neighborhood-level amenities and connections (ex. trails).

City Services & Facilities Chapter 7



Goal:

Maintain an exceptional system of City services and facilities that is technologically current, efficient, and responsive to the needs of the Colleyville community.

Policies

1. Continue to maintain and improve the City’s facilities as appropriate.
2. Continue proactive and effective public services to ensure the public health, safety, and welfare of the Colleyville community.
3. Provide and maintain a well-planned and fiscally sustainable public infrastructure.
4. Proactively support efforts to implement economical, efficient, and effective initiatives to improve City services, promote green initiatives for fiscal resilience.

Benchmarks

- Additional facility improvements completed.
- Maintained a minimum 90 percent level of satisfaction among the community with City services.
- Maintained or improved current response times for Police and Fire services.
- Additional infrastructure improvements completed.

Exhibit "A"

Future Land Use Chapter 8



Goal:

Maintain the integrity of the existing land uses by ensuring the Future Land Use Plan map and categories reflect the land use mix and character of desired development.

Policies

Establish appropriate future land use categories in the City's Future Land Use Map (FLUM):

- Residential
- Commercial
- Institutional
- Parks and Open Space
- Colleyville Boulevard Corridor (CBC)

Character & Placemaking Chapter 9



Goal:

Ensure high quality neighborhood design [at a net density of 1.8 dwelling units per acre or less](#) that positively contributes to surrounding neighborhoods and the country character of Colleyville.

Enhance the city's commercial corridors to make them unique destinations – specifically Colleyville Boulevard and Precinct Line Road – by creating a unique design aesthetic that sets these corridors apart from adjoining communities and continues to attract destination commercial uses.

Policies

1. Preserve the “country-feel” of roadways.
2. Ensure compatibility of new neighborhoods with existing neighborhoods and connectivity with adjoining developments where appropriate.
3. Create a plan to coordinate the public realm and private development standards for the Colleyville Boulevard Corridor with a strong and unique sense of place that transforms the Corridor into a true destination.
4. Create a unique commercial corridor for Precinct Line Road.

Exhibit "A"

Figure 4.4. Businesses Needed in Colleyville

As part of the city-wide survey administered during this comprehensive planning process, participants identified the following types of businesses that were needed in the city. These expressed "needs" by community residents can contribute to additional sales tax dollars and revenues for the city.

- **Small retail stores / boutiques** – 48.3 percent of respondents felt that more small retail / boutique stores were definitely needed (15%) or somewhat needed (33.3%).
- **Medium-sized retail stores** – 77.7 percent of respondents felt that medium-sized retail stores were definitely needed (34.0%) or somewhat needed (43.7%).
- **Large retail stores** – 56.1 percent of respondents felt that large retail stores were definitely needed (30.6%) or somewhat needed (25.5%).
- **Professional services** – 42.5 percent of respondents felt that additional professional services (e.g., medical, legal, health, beauty, etc.) were definitely needed (10.2%) or somewhat needed (32.3%). Conversely, almost 40 percent felt that more of these services were not needed.
- **Sit-down restaurants** – 85.2 percent of respondents felt that additional sit-down restaurants were definitely needed (45.2%) or somewhat needed (40.0%). Conversely, 50.4 percent felt that more fast food services were not needed.
- **Mixed-use developments** – 16.0 percent of respondents felt that mixed-use areas were definitely needed; 31 percent felt somewhat needed; 36 percent felt not needed; and 17 percent had no opinion. (16.2%) or somewhat needed (30.8%).

Source: Community responses from the 2014 city-wide opinion survey

Policy: Recruit – Continue to promote Colleyville as an excellent and convenient place to locate a business.

Businesses are attracted to locations that are vibrant and offer a high standard of living for their management and staff. Businesses with specialized professional staff, in particular, favor walkable and vibrant locations that help them attract top talent. Colleyville can readily be promoted as a place where it is easy to live, work, play, and stay. The City's neighborhoods and schools are already top-notch and can help recruit businesses to the City in conjunction with the City's incentive policy and Economic Development Strategic Plan.

There are limited locations within the City for new, quality, commercial development. It will be imperative to ensure that the City can maximize this new commercial development potential to the extent possible. Details on the design and quality considerations are included in Chapter 9.

- **Action 4-3: Continue to pursue new commercial development in the Colleyville Boulevard Corridor, Precinct Line Road, and S.H. 121, and other appropriate locations.**

Pursuing new, quality, commercial development in the Colleyville Boulevard Corridor, specifically at the Northern Gateway, and the Precinct Line Road Corridor, is a priority to increase commercial tax base, and to reduce retail sales leakage to other cities within the region. Catalyst's assessment identified the capacity for an additional 303,000 square feet of retail goods and services by 2024 (see Figure 4.4. *Businesses Needed in Colleyville* on the left).

Historically, the City has absorbed an average of 6,000 square feet of professional office space and current absorption is close to 15,000 square feet with vacancy near 7%. Additional opportunities in Colleyville would be for boutique corporate headquarters. Overall, forecasts show that demand for quality office will continue to increase. The addition of quality professional office uses will not only capitalize on the areas available highly educated workforce but also provide additional daytime visitors that can increase sales at Colleyville's stores and restaurants.

Exhibit "A"

Character of Streets

The community identified the country character associated with driving along roads within and throughout Colleyville as one of the community's key strengths. The old county roadway system that previously existed in most of the neighboring communities eventually gave way to multi-lane improvement projects. However, in Colleyville, significant sections of the old county roadway system have been retained and generally function today as

the collector streets. Many of the existing roadways in the city contain signature elements (e.g., mature trees, rural fencing, open swales, etc.) that create a unique character which sets Colleyville apart from many of the surrounding communities. See Figure 5.1, *Existing Streets With Character*. Some of these streets include sections of Pleasant Run Road, Cheek-Sparger Road, Jackson Road, Oak Knoll Drive, Westcoat Drive, Bransford Road, [Glade Road](#), John McCain Road, and McDonnell School Road.

Figure 5.1. Examples of Existing Streets With Character



Fencing and open space as signature elements



Mature trees and no curbing as signature elements



Open swales and no curbing as signature elements



Fencing and woodlands as signature elements

Exhibit "A"



During the planning process, the Colleyville community frequently noted their appreciation for the roundabouts that have been installed in recent years, and asked that those improvements continue. The photo depicts the roundabout installed at the intersection of Glade and Pool Roads.

Policy: Explore opportunities to improve connectivity within and between neighborhoods and developments (especially along the Colleyville Boulevard Corridor and adjoining neighborhoods).

As Colleyville developed, many neighborhoods were built with only one or two vehicular access points and frequently lacked vehicular connections to nearby neighborhoods. In recent years, many newer developments have been built in the same manner, forcing all traffic out to the nearby collectors or arterials. In places where higher capacity collectors and arterials are available, this may be acceptable. However, with the desire to maintain a rural character in Colleyville, this design arrangement simply increases the burden on the city's collectors and arterials. Similarly, many commercial developments were designed without internal connectivity to adjacent parcels. [The Land Development Code has been amended to ensure internal connectivity and cross access for all new development.](#)

In addition, there is increasing desire on the part of Colleyville residents to be able to walk or ride a bicycle to nearby destinations. Access to sidewalks and trails for both recreation and mobility is becoming an important element of quality of life for many communities, especially for Colleyville. The Colleyville community has expressed this desire repeatedly, going back to the 1998 Plan, The Colleyville Plan (2004– 2025), and most recently as part of the 2011 Parks, Recreation & Open Space Master Plan.

Given the narrow pavement sections and the desire to maintain the rural character of drainage swales along many streets, the preferred solution to improve connectivity for both bicyclists and pedestrians is to expand the city's system of trails that parallel many streets. These trails are typically 10-feet wide and can carry low to medium volumes of both bicyclists and pedestrians concurrently (as long as high-speed bicycle travel is not anticipated). Since there is a growing interest in walking and bicycling, every neighborhood in Colleyville should have comfortable and appealing options for users to walk or ride to nearby destinations.

Housing and Neighborhoods

Colleyville is widely known for the high quality of its neighborhoods. Colleyville residents enjoy quiet internal neighborhood streets with little traffic, mature trees, extensive green areas, nearby parks and other amenities, and access to some of the best schools in the entire DFW Metroplex region. The city's crime rate is extraordinarily low, and residents can also rest assured that their investment in their property will retain its value over the years. As a result, Colleyville continues to be one of the most desired places to live.

The character of the existing neighborhoods can be defined by the width of its streets, the size and number of trees, size of the front yards, sidewalks, and neighborhood amenities such as parks and trails, which all culminate into the creation of a true sense of place. Retaining the value and quality of neighborhoods is one of the single most important priorities of the Colleyville community.

Since much of the city consists of existing residential neighborhoods, Colleyville's long-term future is inextricably tied to its housing quality and conditions. In the 1970's, areas of high density zoning were approved. However, these areas have developed at a much lower density. In order to preserve these neighborhoods, the City must have a policy to rezone the higher density zoning designations to a lower density which is consistent with the built conditions. If a policy is not implemented, these areas may redevelop at a higher density, thereby destroying the character and quality of the neighborhood. While one challenge is to protect and preserve existing neighborhoods, another is to ensure future housing further strengthens the city's status in the DFW Metroplex region. In the city's mature existing neighborhoods, housing exhibits a rural character accessed by rural roadways. In these areas, increased access to quality-of-life amenities (e.g., improved walkability, recreation, etc.) is important. In new neighborhoods, tree preservation, high quality layout and design should be a minimum requirement to ensure that these important amenities are considered while creating neighborhoods that have a sense of character. Each of these

considerations, if done well, strengthens the character of the city which is so important to the Colleyville community.

Neighborhood Planning Areas

During the planning process for The Colleyville Plan (2004-2025), the city was divided into six neighborhood planning areas to help facilitate participation and planning. The boundaries of the six planning areas were chosen based on the service areas of the existing homeowner associations, as well as physical features such as major streets, railroads, and creeks.

Destination Colleyville uses the same six neighborhood planning areas to facilitate discussions and develop strategies to enhance neighborhoods in all parts of the city.

Figure 6.1. Six Neighborhood Planning Areas

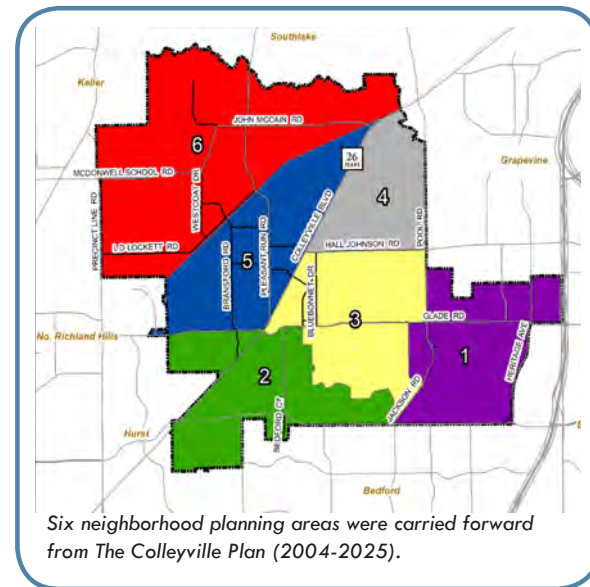


Exhibit "A"

PRESERVING NEIGHBORHOOD INTEGRITY

Preservation of the existing neighborhood character is a top priority should redevelopment occur.

Protection of the character and integrity of existing neighborhoods should be ensured by the promotion of future development that is compatible with existing neighborhoods.

Southeast Colleyville - Neighborhood Area 1

Placement in the Community

Southeast Colleyville occupies the southeast quadrant of the city. Bounded by Cheek-Sparger Road to the south, Jackson and Pool Roads to the west, State Highway (SH) 121 and Heritage Avenue to the east, and the city limits with Grapevine to the north and east, Southeast Colleyville totals approximately 1,213 acres (1.9 square miles) or 14.3 percent of the overall land area of Colleyville. With the development of the Heritage Avenue tract into single family homes, most of Southeast Colleyville is developed.

During the planning process for the comprehensive plan, feedback from focus groups comprised of residents of this area noted the convenience of living here, with easy access to SH 121 and also to commercial areas along Colleyville Boulevard. The major issue for the area is traffic congestion along Glade Road and Cheek-Sparger Road, and occasional periodic traffic delays generated by other users in the area (e.g., churches).

Character and Form

The following descriptions provide a summary of the character, development pattern, transportation and connectivity, and parks, recreation and open space in Southeast Colleyville.

- **General character.** Small portions of this area can be characterized as fairly typical suburban style developments. However, these developments transition to portions of Southeast Colleyville that are among the most beautiful in all of Colleyville. Home styles vary from older 1970's ranch style homes to large mansions with extensive open space and attractive front yards. Several gated communities exist in the area along Martin Parkway

and Jackson Road. Much of the area drains to tributaries of Little Bear Creek, and as a result the area is heavily wooded with stands of large mature trees. This wooded character is extremely appealing and is one of the distinguishing aspects of much of Southeast Colleyville. Private ponds which are visible from the area's public streets also contribute to the lush, luxurious feel of the area.

- **Development Pattern.** Approximately 90 percent¹ of this area is comprised of existing single family residences, with the remaining 10 percent consisting of commercial and institutional uses. Residential lot sizes vary from estate-sized lots along drainage tributaries of Little Bear Creek, to garden home-sized lots north of Glade Road and west of Heritage Avenue. Development patterns transition from freeway commercial uses at Glade Road and SH 121, to garden residential lots near Heritage Avenue and Glade Roads, finally to larger lots further to the west and throughout the remainder of Southeast Colleyville. Residential uses in the area total ~~1,112~~ **945 net** acres and 1,707 lots, yielding a residential **net** density² of **1.8 approximately** ~~1.54~~ dwelling units per acre³.

- **Transportation and Linkages.** Glade Road and Cheek-Sparger Road are the primary east-west minor arterials in the area. Heritage Avenue, Martin Parkway, and Jackson Road are the primary north-south roadways for this area. Apart from the four-lane sections of Glade Road and Heritage

¹ Existing residential percentage for each neighborhood area includes all areas within residential and agricultural zoning districts and includes rights-of-way and parks.

² **Net density is calculated by removing 1.5 percent of the gross area for right-of-way.**

³ Residential density is calculated by dividing the total number of residential lots (occupied and vacant) in the neighborhood by the total land area in the neighborhood in residential or Agricultural zoning district categories.

Exhibit "A"

Avenue at the commercial areas near SH 121, most streets in the area, including arterial, are two-lane roadways.

- **Parks, Recreation, and Open Space.** Southeast Colleyville has several private parks but no public parkland. The open parkland behind the Senior Center in South ~~east~~west Colleyville provides the main park space for this area. A total of 46 acres of private parkland are contained in the area, however, much of this private parkland is fenced and restricted to specific neighborhoods or homes. Some residents of the area have access to Melrose Park, which is a large private neighborhood park located on Martin Parkway. With the exception of wide sidewalks along a portion of Glade Road and Heritage Avenue, leading to the middle school and high school, the area has no existing public trails. Private recreational trails can be found in Melrose Park, as well as in privately shared open space east of Martin Parkway.

Key Current and Future Considerations for Southeast Colleyville

- The commercial areas between SH 121 and Heritage Avenue are vital to the overall fiscal health of the city. They are the only freeway-oriented properties in the city, and have no direct residential adjacencies. As such, the intensity of development directly adjacent to SH 121 should be maintained and even increased where appropriate. ~~Non-residential~~ Intensity of commercial development densities can decrease closer to Heritage Avenue, but should still remain among the highest in the city.
1. Roadway improvements are discussed in the Transportation section of this plan. However,

Southeast Colleyville residents have expressed their desire that Glade Road remain two lanes, with the exception of upgrades at intersections to improve traffic flow. Any improvements to Cheek-Sparger Road should carefully consider the character of the roadway. For both roads, shoulder improvements for roadway safety and traffic flow improvements at key intersections should be considered, where and when feasible.

2. No public park improvements are currently slated for this area. However, future park improvements in the city's park land adjacent to the Senior Center will be needed to provide public facilities for residents of Southeast Colleyville.
3. Sections of eight- to 10-foot wide trails exist along the north parkway of Glade Road between Pool Road and Heritage Avenue. Filling trail gaps along this section of Glade Road should be planned in order to enhance connections to area schools, retail and dining closer to SH 121. However, these enhancements should be done in a manner that maintains the character of the existing road design.
4. Heritage Avenue and Cheek-Sparger Road intersection – work with the City of Euless and/ or the City of Bedford as needed to make improvements as appropriate when necessary.
5. Protect the integrity of existing neighborhoods by promoting future development that is compatible with the surrounding development patterns and development character.

Exhibit "A"

Southwest Colleyville - Neighborhood Area 2

Placement in the Community

Southwest Colleyville occupies the southwest corner of Colleyville, and is generally bounded by Glade Road and Little Bear Creek to the north, Cheek-Sparger Road to the south, Jackson Road to the east, and Colleyville Boulevard to the west. A portion of Southwest Colleyville neighborhood area is west of Colleyville Boulevard and extends to Precinct Line Road which is the city limits with Hurst. Southwest Colleyville totals approximately 1,292 acres (2.02 sq. miles) or 15.3 percent of the overall land area of Colleyville.

Feedback from focus groups comprised of residents of this neighborhood area noted the high quality of their neighborhoods and, with this area's proximity to Colleyville Boulevard, the relative convenience and accessibility to other areas of the city.

Character and Form

- **General character.** While more than three-quarters residential, this area also has some non-residential uses extending along Colleyville Boulevard. The area is traversed by Little Bear Creek and consequently includes significant green spaces. Bedford Road, which crosses Little Bear Creek, is representative of the characteristic beautiful Colleyville thoroughfare, with large trees and a classic rural feel along much of the roadway in this area.
- **Development Pattern.** Southwest Colleyville is essentially completely developed, with only a few lots remaining open for development. The area is approximately 83 percent existing residential uses (911.5 net acres) with 1,718 lots. This neighborhood has a net density of approximately ~~1.60~~ 1.9

dwelling units per acre. Lots in the area are still generally below average in size, ranging from 10,000 to 15,000 square feet in size.

- **Transportation and Linkages.** Glade Road and Cheek-Sparger Road are the only east-west minor arterials in the area. Colleyville Boulevard, Precinct Line Road, Bedford Road, and Brown Trail are the only major north-south roadways in the area. With an eventual six lanes, Colleyville Boulevard has significant capacity to handle the traffic needs of the area. However, getting to Colleyville Boulevard is through a two lane section of Cheek-Sparger Road between Oakbriar Lane and Colleyville Boulevard.
- **Parks, Recreation, and Open Space.** This area has a higher percentage of public parkland than any other in the city. The Colleyville Nature Center and Sparger Park take advantage of their pristine locations adjacent to Little Bear Creek and are major amenities for the area. Woodbriar Neighborhood Park provides amenities south of Cheek-Sparger Road, and all neighborhoods in this area have close access to parks. Trails can be found in both parks, and older private trails along Cheek-Sparger Road point to future trail possibilities that mimic the public trail across Cheek-Sparger Road in Bedford.

Key Current and Future Considerations for Southwest Colleyville

1. Redevelopment of the existing commercial lands between Colleyville Boulevard and Felps Drive will most likely occur in the future, and should be encouraged to bring additional destination value to Colleyville Boulevard. The buffering of residential

Exhibit "A"

areas east of Felps Drive should be incorporated into any redevelopment plans for the area. More compact and walkable non-residential development should be encouraged for other tracts along Colleyville Boulevard, and should take advantage of the desire to be close to Colleyville Downs Shopping Center.

2. Neighborhood-scale retail and office uses should be encouraged at the southern corners of Cheek-Sparger Road and Bedford Road, with adequate buffering provided where residential adjacencies occur.
3. Proposals for development of floodplain lands on the north side of Little Bear Creek between Colleyville Boulevard and Bedford Road should be carefully evaluated for their potential impact on area flooding and the beautiful creek environment. The loss of creek environment could impact the value of nearby residential areas.
4. Evaluate options to improve traffic flow along Cheek-Sparger Road between Bedford Road and Colleyville Boulevard, including improving the intersection of Bedford Road and Cheek-Sparger Road. Consider improvements as appropriate along Cheek-Sparger Road between Colleyville Boulevard and Brown Trail (San Bar Lane to Oakbriar Lane).
5. Trail linkages between the Nature Center and Sparger Park would create a unique amenity for this neighborhood area and should be a high-priority focus. These trail linkages could use natural paving materials in keeping with the character of the area.
6. Explore ways to widen and enhance the existing trails on the south side of Cheek-Sparger Road in partnership with the City of Bedford.
7. [Protect the character and integrity of existing neighborhoods by promoting future development that is compatible with the surrounding development](#).

[patterns and development character.](#)

Exhibit "A"

South Central Colleyville - Neighborhood Area 3

Placement in the Community

Neighborhood Area 3 (South Central Colleyville) focuses on a central area of the city, east of Colleyville Boulevard. It extends from Pool Road on the east, the centerline of Little Bear Creek and Jackson Road on the south, Colleyville Boulevard on the west, and Hall-Johnson Road to the north. This area is key to the future of Colleyville, since it contains commercial areas along the Colleyville Boulevard Corridor. South Central Colleyville totals approximately 1,248 acres (1.95 sq. miles) or 14.7 percent of the overall land area of Colleyville.

Feedback from focus groups comprised of residents of this neighborhood area noted the quality and love for their neighborhoods. They expressed the desire to ensure that the character of major streets in the area, such as Glade Road, is not lost due to roadway improvements to increase traffic flow.

Character and Form

- **General character.** Much of this neighborhood area has a large estate lot feeling to it. The area also includes significant commercial development along Colleyville Boulevard. Residential areas along Little Bear Creek, with forest-like stands of mature trees, are among the most scenic and beautiful areas in the entire city. Preservation of the existing neighborhood character should be a top priority should redevelopment occur.
- **Development Pattern.** As is the case in other areas, South Central Colleyville is essentially completely developed, with only a few lots remaining to be developed. The area is approximately 90 percent existing residential uses, which is the third highest ratio of residential to non-residential in the city. This neighborhood has ~~an approximate a net~~ density of ~~1.00~~ 1.2 dwelling units per acre, with 954.7 net

residential acres and 1,124 lots. A significant number of large estate-sized lots can be found along Oak Knoll Drive, other streets south of Glade Road, and along Montclair Drive and Bluebonnet Drive north of Glade Road.

- **Transportation and Linkages.** Glade Road and Hall-Johnson Road are the only major east-west arterials in the area, and they link this neighborhood area to commercial developments along Colleyville Boulevard. Colleyville Boulevard and Pool Road provide major north-south access north of Glade Road, and are supplemented by Riverwalk Drive and Montclair Drive in the area. South of Glade Road, Jackson Road, Martin Parkway, and Heritage Avenue all provide adequate north-south connectivity given the low density of the area.
- **Parks, Recreation, and Open Space.** South Central Colleyville has only one public open space, at the Senior Center along Glade Road, and no significant private parks. Although it is located in Southwest Colleyville, nearby Sparger Park also serves this area. Open spaces at the Colleyville Center also have potential to address quasi-parkland needs for this area. Trails can be found in Sparger Park, at the Senior Center, and along Church Street and Riverwalk Drive. Trails along Glade Road stop at Pool Road and do not extend westward into this area.

Key Current and Future Considerations for South Central Colleyville

1. Though not yet realized, pedestrian and bicycling connections between this area and the major retail, dining, and entertainment uses along Colleyville Boulevard are vital and highly desired. Efforts to

Exhibit "A"

provide these connections, while preserving the area's existing character and large trees, should be a priority.

2. Intersection, and ingress/egress, and other improvements along Glade Road as planned should continue to improve traffic flow. Preservation of mature trees should be prioritized and may require unique design solutions.
3. [Protect the character and integrity of existing neighborhoods by promoting future development that is compatible with the surrounding development patterns and development character.](#)



The Colleyville Senior Center is one of the amenities serving the Colleyville community in South Central Colleyville (Neighborhood Area 3).

Exhibit "A"

Northeast Colleyville - Neighborhood Area 4

Placement in the Community

Occupying the northeastern portion of the city, Neighborhood Area 4 (Northeast Colleyville) encompasses the area north of Hall-Johnson Road, east of Colleyville Boulevard, west of Pool Road and south of Big Bear Creek. Northeast Colleyville totals approximately 793 acres (1.24 sq. miles) or 9.4 percent of the overall land area of Colleyville.

Feedback from focus groups comprised of residents of this neighborhood area were concentrated on issues dealing with the future development of large rural tracts along Colleyville Boulevard, and the interest in trail connections to Big Bear Creek.

Character and Form

- **General character.** This area is characterized by more traditional suburban residential neighborhoods. Lot sizes in this area might be considered large in other communities but are on the smaller side for Colleyville. Neighborhoods range in age from more mature developments that have been in place for more than 30 years, to newer areas around Kimzey Park that were developed within the last 10 to 15 years. With the exception of the visual open space provided by Bluebonnet Hills at the corner of Hall-Johnson Road and Colleyville Boulevard and a portion of Big Bear Creek north of Kimzey Park, this area has no significant open space features. Neighborhoods have attractive mature trees that add character and value to properties in the area.
- **Development Pattern.** While still largely developed, Northeast Colleyville does have some large remaining undeveloped areas along Colleyville Boulevard. Northeast Colleyville is approximately 81 percent existing residential uses, which is the lowest ratio of residential to

non-residential in the city. This neighborhood has a net density of 1.9 dwelling units per acre, with 545.9 net residential acres and 1,022 lots. ~~At approximately 1.59 dwelling units per acre, this area has the highest overall density of single family residential in the city.~~

This area incorporates extensive commercial properties along Colleyville Boulevard. Many of these commercial and industrial type uses can be redeveloped in the future.

- **Transportation and Linkages.** Hall-Johnson Road is the only major east-west minor arterial in the area, and provides the only direct link to commercial areas along Colleyville Boulevard. Colleyville Boulevard and Pool Road provide major north-south access, with no other continuous north-south roads in the area. Apart from Tarrant Lane, Industrial Boulevard and Oak Pointe Drive provide limited road connections between area neighborhoods and the commercial destinations along Colleyville Boulevard. However, the bulk of the residents to go south to Hall-Johnson Road or north along Pool Road to access signalized intersections at Colleyville Boulevard.
- **Parks, Recreation, and Open Space.** Kimzey Park in the northern tip of this area and the playground facilities at Glenhope Elementary School provide the only public park and playground services for residents of this area. A small private park with a pond and walking trail located south of Independence Street provides park access to nearby residents. Natural areas along small portions of Big Bear Creek which are within Colleyville are found in this area. Apart from walking trails located in Kimzey Park, the area has no significant publicly accessible trails.

Exhibit "A"

Key Current and Future Considerations for Northeast Colleyville

1. Promote the development of a unique walkable commercial site at the Northern Gateway, an undeveloped 23 acre tract across from John McCain Road and Colleyville Boulevard. Ensure that adequate buffering/transitions between the development and adjacent residential areas is incorporated.
2. To provide a stronger and more sustainable economic foundation for the city, encourage the redevelopment of older commercial and industrial uses along Colleyville Boulevard into high quality commercial and service destinations. Where feasible, make these walkable.
3. Create additional pedestrian and bicycling connections between neighborhoods in this area and the major retail, dining, and entertainment uses along Colleyville Boulevard.
4. Create walking and bicycling connections between Kimzey Park and regional trails to the north along Big Bear Creek and to the south west along Big Bear Creek and to potentially connect the Cotton Belt Trail along Colleyville Boulevard under the bridge at Colleyville Boulevard.
5. Protect the character and integrity of existing neighborhoods by promoting future development that is compatible with the surrounding development patterns and development character.

Western Central Colleyville - Neighborhood Area 5

Placement in the Community

Occupying the center-west portion of the city, Neighborhood Area 5 generally occupies the area between Colleyville Boulevard to the east and the Cotton Belt Trail corridor to the west. Glade Road forms the southern boundary of this area. The area contains a portion of the northern gateway, three connected undeveloped tracts that total to 36 acres. Western Central Colleyville totals approximately 1,324 acres (2.07 sq. miles) or 15.6 percent of the overall land area of Colleyville.

Feedback from focus groups comprised of residents of this neighborhood area focused on issues relating to appropriate transitions to the future development on the large Northern Gateway tracts along Colleyville Boulevard, and the interest in connections to the regional Cotton Belt Trail.

Character and Form

- **General character.** This area is characterized by a mix of residential lot sizes, ranging from high quality, zero-lot-line homes in the Village area to large estate-sized lots closer to the Cotton Belt Trail. Tinker and Bransford Roads in the area are all two-lane rural roads that characterize the city's country past. Extensive mature trees and open swale drainage preserve a country feeling throughout the residential portions of this area.
- **Development Pattern.** Western Central Colleyville is approximately 86 percent existing residential uses and its net density is ~~approximately 1.16~~ 1.4 dwelling units per acre, with 967.8 net residential acres and 1.322 residential lots. Non-residential development along Colleyville Boulevard ranges

Exhibit "A"

from the walkable, mixed-use character of The Village, to churches, medical facilities, and schools between Church Street and Bogart Drive, to older commercial developments north of Tinker Road. The northernmost tip of Western Central Colleyville includes the 59-acre undeveloped lands that are referred to as the city's Northern Gateway. Thirty-six (36) of those acres are on the west side of Colleyville Boulevard and 23 on the east.

- **Transportation and Linkages.** Glade Road serves as the only continuous east-west road in the area. Other east-west connections are provided by Tinker Road and Bogart Drive, but neither extend completely across the area. Conversely, excellent north-south movement is provided by Colleyville Boulevard, Pleasant Run Road, and Bransford Road.
- **Parks, Recreation, and Open Space.** City Park is centrally located in this area and serves as the major passive and active park for the area. Bransford Park has also been recently improved with many amenities and is home to the historic Webb House. In addition, private parklands in the northern tip of this area provide trails and park facilities for residents in the Tonnison Parkway area. The Cotton Belt Trail is one of the major regional amenities in the area, and is accessed via Bransford or Pleasant Run Roads. The availability of trails is among the best in the city in this area.

Key Current and Future Considerations for Western Central Colleyville

1. Promote high quality non-residential development of the Northern Gateway properties, so as to contribute to a sustainable economic foundation for the city. Ensure that adequate buffering from

and transitions to adjacent residential areas are provided.

2. Promote the maintenance of larger lot (1/2 to one acre) requirements.
3. Encourage the development of a "creekwalk" environment along the existing drainage corridor between Church and Main Streets (see Chapter 9 for additional information). Added value and a unique sense of place can create a one-of-a-kind destination in the area.
4. [Protect the character and integrity of existing neighborhoods by promoting future development that is compatible with the surrounding development patterns and development character.](#)



Maintaining areas in larger lot configurations is important for areas on the western edge of Western Central Colleyville.

Exhibit "A"

Northwest Colleyville - Neighborhood Area 6

Placement in the Community

Neighborhood Area 6 (Northwest Colleyville) encompasses the western third of Colleyville. It is bounded by the Cotton Belt Trail corridor to the east, Big Bear Creek to the north, Precinct Line Road to the west, and L. D. Lockett Road to the south. Northwest Colleyville totals approximately 2,601 acres (4.06 sq. miles) or 30.7 percent of the overall land area of Colleyville.

Character and Form

- **General character.** This neighborhood encompasses the entire western sector of the city. A significant number of the large estate lots on the far western edge of the city near Precinct Line Road have been redeveloped into smaller-lot neighborhoods transitioning to lower density neighborhoods to the east. The Northwest Neighborhood has beautiful established areas with the country character that represents what the Colleyville community wants to preserve.
- **Development Pattern.** This neighborhood area is the largest in the city, encompassing more than 30 percent of the gross land area of the city. Northwest Colleyville has experienced significant change since the previous comprehensive plan in 2004. The neighborhood's residential net density of 1.06 1.3 dwelling units per acre is one of the lowest in the city, with 2,122.4 net residential acres and 2,656 residential lots. Overall, 96 percent of the area is existing single family residential uses, the highest percentage in the city. The area has significant open space and parklands, but a very small amount of retail development.
- **Transportation and Linkages.** Major roadways

in the area include L. D. Lockett Road, Westcoat Drive, McDonwell School Road, Precinct Line Road, Pleasant Run Road, and John McCain Road. ~~In addition, the MTP proposes McDonwell School Road be extended east from Westcoat Drive to connect just west of Cutter Ridge Court to improve east-west connectivity in the area.~~ Most roadways in Northwest Colleyville all are generally two-lane rural cross-sections; and intersection improvements and MTP connectivity recommendations can serve to improve traffic flow in the area.

- **Parks, Recreation, and Open Space.** This area has four City parks and multiple smaller private parks. L. D. Lockett, McPherson, Reagan, and Pleasant Run Parks are the major public park facilities in the area. Trail connections along McDonwell School Road and Westcoat Drive, as well as the Cotton Belt Trail, are the major trail corridors in this area. Trails along McDonwell School Road are excellent examples of trail integration adjacent to a two-lane roadway.

Exhibit "A"

Key Current and Future Consideration for Northwest Colleyville

[that is compatible with the surrounding development patterns and development character.](#)

1. Encourage a mix of retail and professional office uses along the remaining undeveloped areas of Precinct Line Road, with the goal of expanding the city's sales tax base.
2. [Protect the character and integrity of existing neighborhoods by promoting future development](#)

Housing and Neighborhood Framework

GOALS

Preserve high quality, established neighborhoods with an emphasis on large lots and natural settings with a "country feel."

Connect neighborhoods and provide high quality amenities.



Policy: Preserve neighborhood character and quality.

Neighborhoods are one of Colleyville's greatest assets, as they form the foundation for the city's reputation and quality of life. As neighborhoods age and mature, some develop a unique and enduring character while others are unable to maintain the quality of development they once had. For this reason, the City should support neighborhood protection and preservation efforts. Safe, well-maintained neighborhoods that have enduring character allow reinvestment and help maintain property values and residential tax base.

The City can support and establish programs to protect and enhance the integrity of its neighborhoods. Potential strategies include improving or updating public facilities and services such as streets, street lighting, drainage systems, traffic control or management, neighborhood policing, and code enforcement. [It is critical to emphasize a policy of not allowing higher density residential development as existing neighborhoods redevelop.](#)

Exhibit "A"

■ Action 6-1: Consider overlays for established neighborhoods.

In many neighborhoods, residents may want to protect the existing character of development. In these cases, the City could work with neighborhood residents and representatives to develop specific recommendations for protection or enhancement. This may include the creation of a special area plan that frames appropriate changes needed in the underlying regulations, such as garage placement, setbacks, building materials, etc. This may also include other actions that help existing neighborhoods maintain or add landscaping, sidewalks, trails, and park amenities.

■ Action 6-2: Provide mechanisms for context-sensitive residential redevelopment.

Given the high demand for homes in the Colleyville area and as the city approaches build-out, it will be important to thoughtfully design new residential projects with appropriate considerations of lot sizes, transitions and connections to adjacent neighborhoods, trails, open space and tree preservation, and design of open fencing, landscape treatment, and setbacks along rural character roadways.

■ Action 6-2A: Consider PUD-R or overlay zoning to implement consistency standards for new neighborhoods.

In order to ensure the integrity of existing neighborhoods is protected, new subdivisions should be designed to reflect the character of surrounding neighborhoods. The lot sizes and building setbacks within new subdivisions should be determined based on the existing lot sizes and building setbacks of the existing neighborhoods.

Policy: Enhance neighborhood-level amenities and connectivity such as pocket parks, sidewalks, and trails.

While the city is known for its superb neighborhoods, there are still opportunities for improvement so they continue to be one of the key assets in the community. Access to sidewalks, trails, and parks is becoming an important element of quality of life for many communities, especially for Colleyville. Neighborhoods designed with such amenities typically maintain their property values over time. It is about providing safer and inviting ways to move in and around one's neighborhood without having to get in an automobile in addition to creating a reinvestment dynamic in the neighborhood as it matures.

■ Action 6-3: Continue to focus on neighborhood park and recreation improvements to positively contribute to neighborhood vitality.

Clean, well-maintained, and vibrant neighborhood parks are an anchor for strong, established neighborhoods. The City can work with neighborhoods to determine ideas to increase access to, and amenities at, neighborhood parks.

Exhibit "A"

This could include the installation of upgraded or additional amenities at existing parks.

■ Action 6-4: Improve neighborhood connectivity to the Colleyville Boulevard Corridor and key destinations.

Colleyville Boulevard is the economic spine for the city. It also contains most of the commercial services that the Colleyville community is interested in visiting. Currently, the Village at Colleyville is probably the most walkable and pedestrian-friendly commercial area in the city. As additional areas of Colleyville Boulevard are redeveloped and revitalized (e.g., in the Northern Gateway), more opportunities for creating walkable and pedestrian-friendly environments can be created. As a result, there will also be increased demand for accessing these areas without having to get in an automobile. Consequently, the City can proactively increase neighborhood connectivity to the Colleyville Boulevard Corridor. This could include the development of key greenway trails (e.g., along Little Bear Creek) which provide needed east-west connectivity from established neighborhoods to Colleyville Boulevard. This could also include the installation of new sidewalk and trail segments in areas where sidewalk connectivity is limited or nonexistent, and the installation of crosswalks. In addition, connections to the Cotton Belt trail from the Northern Gateway should be prioritized.

Policy: Require new neighborhood developments to demonstrate and contribute to Colleyville's character.

As evident by the online survey that was administered during the planning process, the Colleyville community has expressed an interest in quality development as one of the key attributes that makes Colleyville unique. As such, it is also a high priority to ensure that all new neighborhoods add to the existing quality of development. This can be done by requiring the development of neighborhoods which provide a high quality of design, an easily perceived sense of identity, and bicycle and pedestrian connectivity.

■ Action 6-5: Encourage new neighborhood design that creates defined centers, edges, common spaces, and entries.

Creating neighborhoods with defined centers, edges, and entries where feasible with large setbacks, trees, and greenspaces that withstands the test of time and gives neighborhoods a sense of place. A defined center provides for a focal point to gather (e.g., park, trail, school, etc.), defined edges allows neighborhood residents to take pride in their geographic area, and bold and unique entries (e.g., entrance monuments) provide notice to residents and visitors that one has entered into a new defined place.

■ Action 6-6: Require new neighborhoods to be connected where appropriate.

Connectivity is an important quality of great neighborhoods. A well-connected neighborhood reduces congestion along major streets, is friendlier to pedestrians and bicyclists, facilitates active transportation, and leads to higher levels of community interaction physical activity. One way to ensure that new neighborhoods are connected is to require conformance with additional connectivity standards which could be incorporated into the City's subdivision regulations. Concerns about



Placeholder image- to be updated

Exhibit "A"

CONNECTING NEIGHBORHOODS

One way to connect neighborhoods can be to reduce using cul-de-sacs and increase the street connections.



cut-through traffic can be alleviated through appropriate design of new residential streets for low speed traffic and traffic calming measures on existing residential streets.

For vehicles, it is important to create multiple entries between a neighborhood and the City's thoroughfare system. This reduces congestion at intersections and along the entire thoroughfare system by dispersing vehicles among multiple access points. This could also include reducing the use of cul-de-sac streets and increasing the number of internal connected streets. Although given Colleyville's development context, there may be few remaining opportunities to create new strategic connections to help overall traffic circulation.

At a minimum, it will be important to create a strong internal sidewalk system to connect to all internal (e.g., neighborhood pools and schools) and external (e.g., off-site trails, commercial areas, etc.) destinations. This may include the creation of internal greenway trails and pedestrian access easements through connecting cul-de-sacs and the middle of long blocks.

■ Action 6-7: Encourage the construction of local gateways and signs that promote unique neighborhood identity that is tied to Colleyville's heritage and/or a "country feel."

Gateways help define entrances and provide a sense of place to a neighborhood. Many existing neighborhoods include attractive gateway entrance features. The City can review its sign regulations to ensure that there is enough flexibility to allow for creative design of gateway entrance monuments that add to the character of the city's neighborhoods. In addition, the City can encourage the construction of unique gateway entrances for all new neighborhoods. Such gateways and signs should be coordinated with landscaping, fencing, and other streetscape elements within the neighborhood.



The entrance to Pebble Hill Plantation Estates is an example of a well-designed neighborhood entrance.

Large and mature trees add to the quality of Colleyville's neighborhoods. Trees generally improve the appearance of a neighborhood and tree-lined streets are often highly valued by residents once the trees have matured. Trees and the tree canopies provide residents a break from the hot Texas sun and provide walkers and joggers a pleasant environment to enjoy. Landscaping should also be promoted as a means to improve the appearance of neighborhoods. Opportunities to landscape can occur along roadways and at entrances into neighborhoods.

Exhibit "A"

Policy: Ensure tree canopies and quality landscaping are created and maintained.

- **Action 6-8: Consider amending the existing tree preservation ordinance to ensure the existing tree canopy is preserved.**

Colleyville's country charm is exemplified by its large open spaces, mature trees, and rustic ranch fences. If the existing tree canopy is removed and lots are clear-cut for development, then the look and feel that many residents value is destroyed. The existing tree preservation ordinance should be reviewed and revised, if necessary, to ensure the community's tree preservation desires.

- **Action 6-9: Consider expanding the free tree planting program to encourage residents to plant trees.**

In order to encourage tree planting, Colleyville could expand the existing Arbor Day program where residents obtain free trees. The expanded annual event could have hundreds of new trees planted on residential lots every year and the combined effect over a decade could have a substantial impact on creating a greater tree canopy for Colleyville.

- **Action 6-10: Consider standards for ensuring that quality landscaping is created and maintained.**

New developments ~~should~~ are required to provide landscaping along major roadways and at the entrances into neighborhoods.

- **Action 6-11: Ensure environmental concerns are included in the Land Development Code, to limit development that may significantly harm the environment.**

Exhibit "A"

A Vision for Parks

As part of the development of the 2011 Parks, Recreation, and Open Space Master Plan, a mission was identified to provide one of the highest quality parks, recreation, and open space systems in the DFW Metroplex by creating opportunities where people can “escape and enjoy an enriching environment.” Through the public engagement process, a new vision was created for the future of the parks and recreation system (see *at right*).

To help implement this vision, a series of goals were developed and adopted by the Parks and Recreation Advisory Board and City Council. These include:

- Provide parks and trails within easy and convenient access to households in Colleyville.
- Provide leisure opportunities for all ages, specifically targeting young adults to baby boomers (who are historically underserved in terms of recreation facilities and programming).
- Support the development of a healthy community by providing facilities and programs that lead to choices for healthy living.
- Aim to be comprehensive and financially sustainable while encouraging collaboration.
- Market Colleyville as a destination known, in part, for its unique parks and leisure programs, while also marketing to current users and residents.
- Reflect and support the city’s objective to be a good steward of the environment, considering the costs and benefits of environmental decisions ~~become the environmental leader in Tarrant County.~~

Needs Assessment

While the existing parks, recreation, and open space system was rated as excellent, a plan of action for the future is necessary to ensure the system continues to excel long into the future. This is particularly important as the city nears its population estimate of ~~27,943~~ 27,518 persons by 2035 (see Chapter 2, *Colleyville Context*, regarding the historical and projected population of the city).

Colleyville is unique in that the majority of park acreage in the city is made up of private parks and open spaces (over 301 acres as compared to approximately 225 public park acres). In most cities in the DFW Metroplex, park and recreation areas are predominantly comprised of public parks. ~~Therefore, the acreage for private parks and open spaces is included in the level of service (LOS) analysis of this plan because of its significant contribution to the overall public-private park system in the city.~~

Colleyville’s current LOS and future LOS were calculated using the historical population counts from the 2010 U.S. Census, combined with recommended National Recreation and Park Association (NRPA) standards that have been tailored to the city’s unique situation (see Table 7.1, *Current and Projected Parkland LOS*, on the next page). These numbers differ slightly than what was indicated in the 2011 Parks, Recreation, and Open Space Master Plan because of a larger projected maximum population (see Chapter 2, *Colleyville Context*, regarding the historical and projected population of the city) and more accurate 2010 Census Data. Additionally, private parks are an amenity to the City, however only parks available

“Colleyville has a renowned system of parks, recreation, open space, and trails that creates a true sense of ‘home’ within the city of Colleyville.”

Source: Vision from the 2011 Parks, Recreation, and Open Space Master Plan

Exhibit "A"

to the general community should be considered in the overall computation of LOS.

Today, the city's LOS for overall public parks is 9.88 acres per 1,000 people. This is less than the per capita acreage recommended by the National Recreation and Parks Administration (NRPA), which the city compares itself against for national benchmarking. In order to meet the NRPA LOS standard for public parks for the current population, the city would need to add approximately 32 additional acres of public parkland. In order to meet the NRPA LOS standard for public parks for the projected population, the city would have to add approximately 90 to 98 acres of new public parkland. ~~When factoring in the city's private parks~~

Table 7.1. Current and Projected Parkland LOS

Park Category	Existing Acreage (2015)	NRPA Standard	Level of Service (LOS) (22,807 population) ¹	Projected 2035 LOS (27,943 27,518 population) ²
Public Parks	225.24	11.25 - 20.50 acres / 1,000	9.88 acres / 1,000	8.06 8.19 acres / 1,000
Neighborhood Parks	41.66	1 - 2 acres / 1,000	1.83 acres / 1,000	1.49 1.51 acres / 1,000
Community Parks	101.10	5 - 8 acres / 1,000	4.43 acres / 1,000	3.62 3.67 acres / 1,000
Other Parks	82.48	Variable	3.62 acres / 1,000	2.95 3.00 acres / 1,000
Private Parks and Open Space ³	301.70	None	13.23 acres / 1,000	10.80 10.96 acres / 1,000
Grand Total	526.94	11.25 - 20.5 acres / 1,000	23.10 acres / 1,000	18.86 acres / 1,000

Table Notes:

¹ The current population of 22,807 people is derived from the 2010 Census Bureau.

² The projected population of ~~27,943~~ 27,518 people is derived using the population estimates set out in Chapter 2, Colleyville Context.

³ When factoring in the City's private parks and open space lands, the city has more than enough acreage to meet the minimum LOS standard for the current population and would still be near the top of the range for the projected population.

~~and open space lands, the city has more than enough acreage to meet the minimum LOS standard for the current population and would still be near the top of the range for the projected population.~~

Park Service Area Deficits

In addition to determining current and future park acreage needs based on the city's population, it is also important to ensure that the park and recreation system is well distributed and accessible for most users. Typically, neighborhood parks serve an area of about one-quarter mile to one-half mile (which equates to about a five to 10 minute walk), while community parks serve an area of about one mile (which equates to about a five minute drive).

Exhibit "A"

■ Action 7-12: Update the Master Drainage Plan to continue to ensure the city is adequately protected.

The City's Master Drainage Plan should be updated to develop a higher level of detail than what was provided in the 1992 plan. This Master Drainage Plan would provide the City with the tools necessary to identify the most critical flood-prone locations, potential solutions, and the costs for necessary drainage projects.

Depending on the recommendations identified in the Master Drainage Plan, the City should identify available funding sources to implement to make the improvements to the city's drainage system in addition to evaluating the City's current utility fee structure.

Policy: Proactively support efforts to promote green initiatives for fiscal resilience.

Colleyville should explore opportunities to promote more environmentally friendly and green initiatives that are also fiscally beneficial to both the City and residents.

■ Action 7-13: Work with regional water supply entities to ensure that Colleyville's drought contingency planning is proactive and innovative.

Ensure that the City continues to monitor and maintain a strong water supply, and that efficient and effective water conservation techniques are used where appropriate.

■ Action 7-14: Explore Low Impact Development (LID) solutions for commercial, residential, and public infrastructure projects.

~~The City should explore LID solutions as an opportunity to implement storm water management and water quality management strategies over that can have a significant impact on this sub watershed and also provide quality of life and aesthetic benefits while saving costs. The City should evaluate the benefits of adopting and participating in North Central Texas Council of Governments' (NCTCOG's) integrated Stormwater Management (ISWM) program which is intended to help area cities achieve their goals of water quality protection, streambank protection, and flood mitigation, while also helping communities meet their construction and post-construction obligations under state stormwater permits.~~ [Low Impact Development \(LID\), as defined by the Low Impact Development Center, "is a comprehensive land planning and engineering design approach with a goal of maintaining and enhancing the pre-development hydrologic regime of urban and developing watersheds."](#)

[The EPA states LID is an "approach to land development \(or re-development\) that works with nature to manage stormwater as close to its source as possible."](#)

[LID employs principles such as:](#)

- [Conserve natural areas wherever possible.](#)

Exhibit "A"

- [Minimize the development impact on hydrology.](#)
- [Maintain runoff rate and duration from the site.](#)
- [Implement pollution prevention, proper maintenance and public education programs.](#)
- [Emphasize the use of on-site natural drainage features.](#)
- [Maintain or enhance the site's hydrologic characteristics after development, and](#)
- [Reduce overall imperviousness.](#)

■ **Action 7-15: Promote green building and energy efficiency as part of public and private development.**

As part of a growing trend to reduce the environmental impact of development, the City should support efforts in both public and private sector development that incorporate green building practices and/or energy efficiency. This could include an assessment of the City's Land Development Code **to remove impediments and/or add incentives for related to** green building practices. Examples of green building practices that should be considered include low impact development (which utilizes the site's natural resources as part of the overall stormwater management program), rainwater capture, xeriscaping, and pervious pavement, among others.

■ **Action 7.16: Consider establishing an Urban Forestry Program to preserve and enhance the urban tree canopy in the city.**

Tree canopy within Colleyville is an important component of the city's overall character and is one attribute that sets the city apart from other areas within the DFW Metroplex. As the city continues toward developing the limited number of remaining lots and revitalizing and redeveloping existing lots, it is important to have a strategy in place to protect what makes the city what it is today. An urban forest provides a number of economic, environmental, and social benefits to a city. Economic benefits include attracting tourists and businesses, increasing property value, and reducing the amount of energy needed for development. Environmental benefits include providing food and habitat for wildlife, absorbing carbon dioxide, reducing the heat island effect, and reducing sedimentation in streams. Social benefits include adding character and promoting a sense of pride in a community as well as increased privacy. Due to the significant amount of benefits provided, the City should consider establishing an Urban Forestry Program to protect this significant asset to the community. This could include an initial assessment of city parks, followed by an assessment of all City-owned property. A subsequent phase could include the eventual preparation of an Urban Forestry Master Plan, which is a roadmap to effectively and proactively manage and grow the city's urban tree canopy.

Exhibit "A"

Residential Density

~~The maximum density of each residential project should be a net density of 1.8 dwelling units per gross acre.~~ Destination Colleyville proposes to maintain the residential density policies of the 2004 Colleyville Plan of 1.8 dwelling units per net acre. Therefore each residential project shall have a minimum lot size of 20,000 square feet and no more than 2 dwelling units per gross acre.

The 2004 Colleyville Plan states:

"One of the fundamental principles associated with the City's zoning authority, as granted by the State, is the ability to regulate population density through the adoption of zoning regulations. By establishing a variety of zoning districts, and each district with a different minimum lot size, municipalities are able to control the number of dwelling units that can be built in a particular area. Controlling the overall density has far-reaching public interests and ultimately has an effect on transportation, parks, schools and other public facilities.

Colleyville is noted for its large-lot subdivisions and for its large homes with generous front and side yards. Additionally, many older single family homes located along the major collector street network have been demolished and the properties rebuilt into estate type settings. The redevelopment of these estate properties has helped to keep the overall residential density quite low and promotes the rural atmosphere that Colleyville citizens enjoy.

In Colleyville, the 1998 Comprehensive Plan established a city-wide residential density benchmark of 1.8 dwelling units per net acre. This standard approximates the density achieved by the R20, Single Family Residential District, which calls for a minimum lot size of 20,000 square feet. The intent of this lower residential density standard is to maintain the rural character and ensure a higher quality of residential development that makes Colleyville unique."

Since 1998, all subsequent Colleyville Master Plans have reinforced this density standard.

The 2004 Colleyville Plan further states that "Developments with densities higher than 1.8 dwelling units per acre would be acceptable, according to the 1998 Master Plan guideline, but only in those areas deemed to be consistent with sound land use planning principles, such as for those transitional areas situated between commercial uses and less dense residential developments, or near major street intersections. Higher density development may also be appropriate for smaller parcels that make less dense development economically difficult or on sites with unique topographical features. Since the future land use plan of Colleyville, prepared in 1998, utilized the 1.8 dwelling unit per acre guideline and the community has embraced this as a suitable development density, there is no need to deviate from this standard."

~~Each residential project should have be a maximum net density of 1.8 dwelling units per acre, but "variances" could be allowed in certain and specific situations. Variances to the net density of 1.8 dwelling units per gross acre maximum could be allowed for the following:~~

~~The project is located within a transitional area. (Note: These transitional areas are contained within the Colleyville Blvd. Corridor.)~~

~~» Between commercial and residential uses (existing or Future Land Use Map-designated);~~

OR

■ ~~The project is located on a property with unique topography;~~

~~» Restricted access options;~~

~~» Significant floodplain or drainage considerations;~~

~~» Property shape that necessitates deviations from standard development; or~~

~~» Native tree stand(s);~~

Exhibit "A"

COMPATIBILITY CONSIDERATIONS



1. Landscape buffers:

- Preserve existing trees that separate the proposed use from the existing use when possible.
- Preference for landscape screening and open fencing to contribute to residential character.
- New trees planted where proposed use is adjacent to existing use for beautification and screening.

2. Form:

- As residential square footage to lot area ratio increases, open space(s) and buffering provided should also increase.

3. Traffic Impacts:

- Connections to existing neighborhoods should be provided with sensitivity to the existing homes.
- Impact to roadways and intersections in the vicinity should be mitigated where possible.

TRANSITIONAL AREAS

A key topic during the comprehensive plan drafting process was the need for guidance related to proposals for transitional developments, especially as it concerns developments proposed with lots smaller than 20,000 square feet. Although residential developments with large lots are very common in Colleyville and are still being proposed for new construction, as the city approaches build-out, many new residential neighborhoods have come under the Planned Unit Development - Residential (PUD-R) zoning district. PUD-Rs provide some level of variation with respect to lot sizes and development standards while giving the City more control over the development character, treatment of transitions, and overall quality of the development.

A transitional area is a piece of land that may be appropriate for residential development with lots smaller than 20,000 square feet. These areas serve as gradual changes in intensity from commercial or institutional uses to lower density residential uses (lots 20,000 square feet or larger). Proposals requesting variances to the net 1.8 dwelling units per gross-acre requirement should address each compatibility consideration listed here. These developments are restricted to areas within the Colleyville Blvd. Corridor.

There are instances when an existing land use will be different from the land use designated on the Future Land Use Map or instances when the existing land use will be different than the zoning on a property. For example, there could be a residential home on a property zoned for commercial uses and also designated on the Future Land Use Map for commercial uses. In these instances, a proposal can provide a phased approach whereby screening and/or landscaping provided could be adjusted along the common boundary once the residential property was redeveloped with commercial uses (ex. wooden screening fence with shrubs then gets removed to provide cross access between commercial parcels).

Exhibit "A"

Residential

This land use category is predominantly comprised of single-family detached residential dwellings. The preference for new residential areas is that they preserve rural character along John McCain Road, Westcoat Drive, Pleasant Run Road, Bransford Road, and similar roadways, and that they incorporate landscaping and tree preservation features to retain the natural quality of new residential areas in the city. Residential areas typically include:

LAND USE TYPES

- Detached residential
- Parks, trails, and open space

DESIRED DEVELOPMENT CHARACTERISTICS

- Predominantly single family residences on lots over 20,000 square feet with natural landscaping, a rural appeal, and significant private open space.
- Overall aesthetic is country charm, exemplified by large open spaces, mature trees, and rustic ranch fences in some areas of the city – especially along rural roadway corridors such as Westcoat Drive, Pleasant Run Road, and Bransford Road.
- High-quality development with attractive entrance areas and amenities (e.g., internal walking trails).
- Appropriate transitions (e.g., one-story offices) between residential and non-residential areas.
- [Open space adjacent to roads to create feeling of openness.](#)

Figure 8.3. Illustrative Residential Uses



Exhibit "A"

Colleyville Boulevard Corridor

This land use category is to promote the transformation of Colleyville Boulevard into a vibrant and economically strong “town center” for the City. While still readily accessible via the automobile, more compact and walkable development types will create a distinct sense of place. The Colleyville Boulevard Corridor includes:

LAND USE TYPES

- Retail, service, and entertainment
- Office
- Public and institutional uses
- Flexible innovation uses (e.g., research, office-warehouse, etc.)
- Residential Mixed-use

DESIRED DEVELOPMENT CHARACTERISTICS

- Architecture and site characteristics that are distinct, attractive, and have a pedestrian-friendly urban form.
- Able to accommodate a high degree of automobile activity, but parking is not the predominant visual feature from adjacent streets.
- Significant connectivity through cross/mutual access easements and multi-modal options (biking and walking).
- Design encourages a high degree of pedestrian activity, oftentimes during both the day and night.
- Institutional functions may require multiple buildings, arranged in a campus-like setting.
- Building facades are articulated, have significant window areas, and often include porticos or awnings to provide shade for pedestrians.
- Multistory buildings are encouraged to add a greater variety of destinations and uses in close, walkable proximity. This in turn leads to an increased vibrancy for the area and more available commercial development square footage.
- [As a goal, the single most important beautification project will be the relocation of overhead utility lines.](#)

Figure 8.7. Illustrative Colleyville Boulevard Corridor Development Types



Exhibit "A"

COLLEYVILLE BOULEVARD CORRIDOR LAND USE AREAS

The Colleyville Boulevard corridor has unique land use areas with distinct character and land use characteristics. The areas serve as the basis for specific policies and actions related to each area. The four areas are described below:

- Northern Gateway: Offers a unique opportunity for new development on relatively undeveloped property as a new mixed commercial node, highlighting this northern entry point into the city along the Corridor.
- Upper Sector: Offers a unique opportunity to create an eclectic Corridor node with a mixture of newer buildings with older buildings that can take advantage of the City's façade improvement grant program and evolve over time into a more attractive and cohesive section of the Corridor with a mixture of retail, office, and service uses.
- Central Sector: Has the most potential to become a true center of activity within the city by tying the major commercial and entertainment centers along the Corridor with a focus on creating a more walkable street context.
- Southern Gateway: An opportunity to create a more memorable entry point to the city and elevate the quality of the existing development with a focused, long-term redevelopment strategy.

Actions related to each Colleyville Boulevard Corridor area are contained in Chapter 9, and a detailed discussion of each area is contained in the Appendices.

TRANSITIONAL AREAS

The transitional areas are intended to provide a buffer within the Colleyville Blvd. Corridor between the non-residential uses and the residential uses located outside of the corridor. It is intended that these transitional areas can be either residential uses, which may include residential uses on lots smaller than 20,000 square feet, or nonresidential uses. The nonresidential uses should be designed to buffer the neighboring residential uses from the effects of nonresidential uses, such as light and noise.

Exhibit "A"

- **Northern Gateway** (Bear Creek to Tension Parkway)
- **Upper Sector** (Tension Parkway to Hall-Johnson Road)
- **Central Sector** (Hall-Johnson Road to Brown Trail)
- **Southern Gateway** (Brown Trail to Cheek-Sparger Road/Mid-Cities Boulevard)

The development context along the Corridor is a mix of older auto service, industrial development mixed in with newer office, professional services, and retail buildings towards the northern sectors of the corridor. The Central Sector has the highest concentration of newer retail developments, many of which have been built or significantly redeveloped over the past 15 years. The lower or southernmost portion of the Corridor also has smaller and aging auto-service and strip retail buildings. Generally, there are very few vacant or undeveloped properties, but a large agglomeration of vacant properties is located in the northern section of the Corridor (see Map 9.2, *Colleyville Boulevard Corridor and Sectors*).

The Corridor is mostly auto-oriented, with buildings set back from the roadway and parking located in front of the buildings between the roadway and the buildings. Most of the corridor also lacks sidewalks and safe places to walk. Shoulders, if any, are very narrow with swales immediately adjacent to them. Most of the Corridor also has overhead utility lines and poles that add to the visual clutter. (see Figure 9.1. *Character of Existing Development along the Colleyville Boulevard Corridor*.)

Although it is clear when traveling down Colleyville Boulevard that it is a center for activity and commerce, there are no clear signs that the Corridor is Colleyville's

main destination or that it is specifically in Colleyville either. There is a patchwork of architectural styles and materials, some properties lacking landscaping while others provide abundant and tasteful landscaping. There are no distinguishing features that indicate when one has entered or left the city other than two Colleyville monument signs. ~~Appendix A provides more detailed discussion about the existing land use context and development character in the different sectors of the Corridor. The proposed actions on the following pages are designed to improve the Corridor.~~

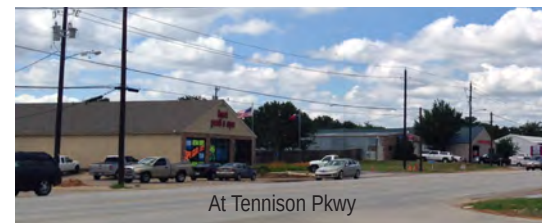
Figure 9.1. Character of existing development along the Colleyville Boulevard Corridor



At Centerpark Drive



At Hall-Johnson Road



At Tension Pkwy

Exhibit "A"

Transitional Areas:

~~The transitional areas are intended to provide a buffer within the Colleyville Blvd. Corridor between the nonresidential uses and the residential uses located outside of the corridor. It is intended that these transitional areas can be either residential uses, which may include residential uses on lots smaller than 20,000 square feet, or nonresidential uses. The nonresidential uses should be designed to buffer the neighboring residential uses from the effects of nonresidential uses, such as light and noise.~~

■ ~~Ensure Colleyville Blvd. Corridor uses respect and are compatible with single-family uses outside of the corridor.~~

» ~~Residential uses on lots smaller than 20,000 square feet are a suitable buffer within the corridor.~~

- * ~~Residential use should be single family detached uses.~~
- * ~~Residential uses should reflect the character and design of Colleyville's existing single family detached neighborhoods.~~

» ~~Nonresidential uses~~ **should be required are recommended** ~~to have building and site design elements to lessen their impacts on residential use outside the corridor.~~

* Building Design Elements:

- Loading docks and overhead doors: A screening wall **should be required is recommended for these areas.**
- Lighting: Fully shielded lights **should be required are recommended to limit glare.**
- Roof mounted equipment: **Must be screened by a p**Parapet walls or **some other device**s or design**s are recommended to screen equipment.**
- Building materials: Building **shall be finished with** are recommended to be the same type of materials and in the same percentage used on the front façade.
- Building height: **Limit** Low building heights **are recommended** to protect residential uses.

* Site Design Elements:

- Buffer yard: **Require a A** 30-foot buffer yard with two rows of shade trees **is recommended.**
- Lighting: Fully cutoff lights **should be required are recommended** and light poles **should are recommended to be lower in height towards the back of the property be limited to 10 feet in height.**
- Parking: Headlight screening, such as a row of shrubs, **shall be installed are recommended** to prevent vehicle headlights from projecting onto adjacent residential properties.
- Dumpsters: **Shall be placed adjacent to the building and in no case shall be placed within 20 feet of a residential property line. It is recommended that dumpsters be placed adjacent to buildings and not close to residential properties.**

Exhibit "A"

Figure 9.4a. Neighborhood Compatibility Design Elements



Building and site design elements should lessen the impacts on the surrounding residential properties.

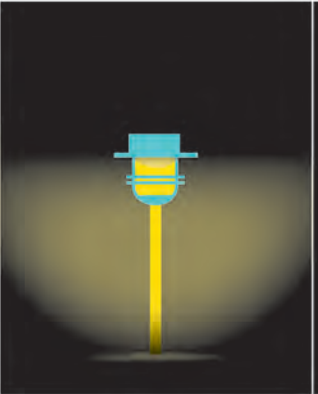




NONCUTOFF



SEMICUTOFF



CUTOFF



FULL CUTOFF

Exhibit "A"

desired standards and framework for converting each of the Colleyville Boulevard Corridor Sectors into more walkable and memorable zones.

Table 10.1. Overarching Zoning Recommendations

Land Use Designation	Recommended Zoning Tool	Recommended Implementation Priority
Residential	■ Maintain maximum <u>net</u> density target of 1.8 dwelling units per <u>gross</u> acre. ■ Revise the PUD-R development standards to establish rural frontage standards along certain key roadways such as John McCain Road, Pleasant Run Road, Bransford Road, and Westcoat Drive. ■ Revise PUD-R standards to require appropriate transitions and quality open space. More specifically, establish design and performance criteria for open space to maximize value creation, tree preservation, preservation of rural frontage along key roadways, etc. ■ <u>Proactively rezone to bring the existing zoning districts R-10, R-15, R-MF, and RD into agreement with the existing development pattern, which is R-20 or greater.</u> ■ <u>Revise the LDC to require an accompanying conceptual plan with straight zoning requests (non-PUD) to ensure new developments are built in substantial compliance to the approved conceptual plan.</u> ■ <u>Add additional regulations for floodplains.</u> ■ <u>Implement neighborhood consistency standards for new neighborhoods through PUD-R or existing zoning.</u>	City Initiated
Commercial	■ Streamline all commercial design standards into one section of the LDC. ■ Include all elements of building and site design in the same section. ■ Create corresponding public realm and streetscape standards to complement the private realm standards. ■ Revise PUD standards to address appropriate design context for mixing of residential and commercial uses in the same PUD. ■ <u>Add additional regulations for floodplains.</u> ■ <u>Ensure environmental concerns are included in the Land Development Code, to limit development that may significantly harm the environment.</u>	City Initiated
Colleyville Boulevard Corridor	■ Create an integrated regulatory tool (through a Corridor Zoning District or similar tool) to achieve a mix of commercial uses, appropriate transitions and buffers, and desired character that is tailored to the four different sections of the Boulevard as described in the vision -- the Northern Gateway, Upper Sector, Central Sector, and Southern Gateway (see Table 10.2, <i>Proposed Colleyville Boulevard Corridor Regulatory Framework</i> for more detail). ■ Establish appropriate urban design standards associated with each sector including building design, site design and orientation, mix of use, signage, and civic/open space standards with pedestrian-oriented design elements, specifically in the Central Sector. ■ Establish public and private street design standards that are consistent with the different sectors and vision for the Corridor. ■ <u>Add additional regulations for floodplains.</u>	City Initiated

Exhibit "A"

Table 10.3. Implementation Priorities, Responsibilities, and Time Frames (cont'd)

Action No.	Recommended Action	Potential Time frame
Housing & Neighborhoods		
Action 6.1	Consider overlays for established neighborhoods.	Short-term
Action 6.2	Provide mechanisms for context-sensitive residential redevelopment.	Short-term to Mid-term
Action 6.2A	Consider PUD-R or overlay zoning to implement consistency standards for new neighborhoods.	Short-term
Action 6.3	Continue to focus on neighborhood park and recreation improvements to positively contribute to neighborhood vitality.	Short-term to Mid-term
Action 6.4	Improve neighborhood connectivity to the Colleyville Boulevard Corridor and key destinations.	Short-term to Mid-term, where feasible
Action 6.5	Encourage new neighborhood design that creates defined centers, edges, common spaces, and entries.	Short-term
Action 6.6	Require new neighborhoods to be connected where appropriate.	Short-term to Long-term
Action 6.7	Encourage the construction of local gateways and signs that promote unique neighborhood identity that is tied to Colleyville's heritage and/or a "country feel."	Short-term to Mid-term
Action 6.8	Consider amending the existing tree preservation ordinance to ensure the existing tree canopy is preserved.	Short-term
Action 6.9	Consider expanding the free tree planting program to encourage residents to plant trees.	Short-term
Action 6.10	Consider standards for ensuring that quality landscaping is created and maintained.	Short-term
Action 6.11	Ensure environmental concerns are included in the Land Development Code, to limit development that may significantly harm the environment.	Short-term to Mid-term
City Services & Facilities		
Action 7.1	Update the long-range plan for the Colleyville Public Library.	Short-term to Mid-term
Action 7.2	Update the Parks, Recreation, and Open Space Master Plan as needed.	Short-term to Mid-term
Action 7.3	Evaluate options to upgrade the Colleyville Senior Center to continue to serve senior residents of the City.	Short-term to Mid-term
Action 7.4	Evaluate options to improve the Colleyville Center so that it can continue to meet citizen needs as well as attract additional usage and visitation.	Short-term to Mid-term
Action 7.5	Continue to ensure Police, EMS, and Fire Department equipment and facilities continue to meet the current and future public safety needs of the Colleyville community.	Ongoing
Action 7.6	Continue to ensure that firefighter, EMS personnel, and police officer training is adequate to respond to emergency situations.	Ongoing
Action 7.7	Continue to ensure that Fire, Police, and EMS Departments staffing needs are maintained adequately to address changes in growth and current levels of service.	Ongoing
Action 7.8	Maintain a proactive approach to the use of technology to improve public safety in Colleyville.	Ongoing



City of Colleyville City Council Agenda Briefing

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

Agenda Number 5b

Agenda Date 02/07/2017

Number Ordinance O-17-2006

Type Ordinance

Department City Manager

Title

Consideration of amendments to the Land Development Code regarding granting of authority to the City Council to approve waivers related to the construction of mutual access easements/drives adjacent to major arterials, and to establish a permit process for the construction of such drives; specifically Chapter 1 - General Provisions, Section 1.12 Waivers and Appeals – Generally, Section 1.13 Waivers and Appeals – City Council, and Chapter 3 - Land Use, Section 3.29 Parking Requirements, Case GC16-023

Strategy Map Connection

F2- Invest to provide and maintain high quality public assets

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

Explanation

First Reading and Public Hearing

Staff proposes amendments to Chapter 1 – *General Provisions* and Chapter 3 – *Land Use* in the Land Development Code. The proposed amendments to Section 1.12 and 1.13 would provide the City Council the ability to consider waivers to provisions in the Land Development Code that are directly related to the construction of a mutual access easement/drive adjacent to a major arterial. The proposed amendment to Section 3.29 would create a permit for the construction of mutual access connections requiring waivers along such roadways. These permits would require City Council review.

Background: *Mutual Access Easements* as defined in the Land Development Code are required for new development that abuts and that may derive access from a collector street or arterial street as shown on the Master Thoroughfare Plan. The purpose of these easements is to provide public access to adjacent properties by reducing the number of driveway cuts and potential traffic accidents on adjacent streets. For the purposes of this briefing the term *mutual access easement* is synonymous with *joint access easement*.

At the March 3, 2015 City Council meeting, the Guidelines and Criteria for Economic Development Incentives were revised to include a new matching grant category for joint access easements along State Highway 26, per attached Resolution R-15-3854. The addition of this category provides up to \$30,000 for joint access easements constructed between adjacent properties along State Highway 26, and was added to support businesses that might be impacted by the State Highway 26 reconstruction

project, which includes the addition of curbed center medians.

Update: At the November 1, 2016 Worksession, City Council directed staff to amend the Land Development Code to provide the City Council with authority to consider waivers for the purposes of joint access easements along State Highway 26.

At the Worksession, the City Council reviewed the potential impact that the construction of joint access drives could have on existing parking. As seen in the attached November 1, 2016 Worksession presentation the construction of such connections would likely result in a reduction of parking spaces on one, or both, properties to be connected.

Proposed Amendments: Based on the City Council's direction, staff proposes amendments to the following chapters of the Land Development Code: Chapter 1- *General Provisions* and Chapter 3 – *Land Use*.

Changes to Chapter 1 - General Provisions: Staff proposes that the City Council be given direct authority to accept and hear waiver requests related to the construction of a mutual access easement/drive adjacent to a major arterial.

As seen in Attachment A and below, the proposed amendments to the table in section 1.12 and the addition of section 1.13(b), would modify the authority of the City Council:

Approval Authority for Waiver, Variance and Appeal Requests					
Chapter Title	City Council	P & Z Commission	ZBA	Sign Board	Staff
Chapter 2 – Definitions	N/A	N/A	See Section 1.16	N/A	N/A
Chapter 3 – Land Use	N/A See Section 1.13	N/A	See Section 1.16	N/A	N/A
Chapter 4 – Landscaping & Buffering	N/A See Section 1.13	N/A	N/A	N/A	See Section 4.6
Chapter 5 – Tree Preservation	N/A See Section 1.13	See Section 1.14	N/A	N/A	N/A
Chapter 6 – Building Design	N/A See Section 1.13	See Section 1.14	N/A	N/A	N/A
Chapter 7 – Sign Regulations	N/A See Section 1.13	N/A	N/A	See Section 1.15	N/A
Chapter 8 – Platting Procedures (except perimeter streets)	See Section 1.13	See Section 1.14 & 7.2	N/A	N/A	N/A
Perimeter streets	See Section 1.13	N/A	N/A	N/A	N/A
Chapter 9 – Subdivision Design & Required Facilities	See Section 1.13	N/A	N/A	N/A	N/A
Chapter 10 – Private Streets & Entrance Gates	See Section 1.13	N/A	N/A	N/A	N/A
Chapter 11 – Park Land Dedication	See Section 1.13	N/A	N/A	N/A	N/A
Chapter 12 – Erosion Control	See Section 1.13	N/A	N/A	N/A	N/A
Chapter 13 – Impact Fees	See Section 1.13	N/A	N/A	N/A	N/A
Chapter 14 – Engineering Design	See Section 1.13	N/A	N/A	N/A	N/A
Chapter 15 – Public Works Construction Details	See Section 1.13	N/A	N/A	N/A	N/A

Note to table above: N/A – Not Authorized

Section 1.13 Waivers and Appeals – City Council

A. Where specifically provided for in this Land Development Code, the City Council shall have the authority to consider requests for a waiver or to hear and decide an appeal from an administrative decision on a regulation. The City Council may approve, disapprove or modify such a request provided that such approval or modification will not be detrimental to the public safety, health, or welfare or injurious to other property. The applicant shall provide information to support a claim that there are extraordinary hardships or practical difficulties which may result from strict compliance with the regulation or that the public interest may be better served by an alternative proposal.

B. Notwithstanding any provision of this Land Development Code relating to waiver procedures contained herein, and to the extent not otherwise prohibited by State law, the City Council shall have the authority to directly consider requests for a waiver to any regulation contained herein in connection with the construction of a mutual access easement/drive adjacent to a Major Arterial as defined in the thoroughfare plan. The City Council may approve, disapprove or modify such a request provided that such approval or modification will not be detrimental to the public safety, health, or welfare or injurious to other property. The applicant shall provide information to support a claim that there are extraordinary hardships or practical difficulties which may result from strict compliance with the regulation or that the public interest may be better served by an alternative proposal.

The proposed amendment will allow for direct review and oversight by the City Council to ensure that applications for the matching grant category associated with mutual access easements are handled efficiently. As these connections are yet to be designed, the proposed amendment provides the City Council with the authority to approve a waiver for unknown, but anticipated situations that may arise.

Changes to Chapter 3 - Land Use: Staff proposes that Section 3.29 of the Land Development Code be amended to include a permit for the construction of mutual access connections along major arterials (i.e. State Highway 26). The permit process in conjunction with the amendment to sections 1.12 and 1.13 would allow the City Council to directly consider the construction of mutual access drives that require waivers.

As seen in Attachment B and below, the proposed amendment to section 3.29 would create a new permit:

K. Mutual Access Easement/Drive along a Major Arterial

1. Permit: The City Council shall provide consent to approve a permit for the construction of a mutual access connection that requires a waiver to any provision in this Land Development Code. See Section 1.13.
2. Conditions of Approval - The City Council may impose such safeguards, requirements and conditions as it deems are necessary to properly protect any surrounding property, surrounding use, or neighborhood character, including, without limitation, imposing development standards, requiring public facility improvements and means of ingress and egress of public streets, establishing conditions of operation, establishing time limits, establishing location, arrangement and construction of any uses or structures, adopting regulations to protect the general welfare and adjacent property from excessive noise, vibration, dust, dirt, smoke, fumes, gas, odor, explosion, glare, offensive view of other undesirable or hazardous conditions. All conditions imposed by the City Council shall be complied with prior to the issuance of a permit.
3. Required submittals
 - a. Application – These forms are furnished by the Administrative Official
 - b. Detailed site plan
 - c. Parking analysis
 - d. A shared parking agreement between the properties to be connected must be executed if the conditions of Section 3.29(q) are met

Planning and Zoning Commission Recommendation: At the January 9, 2017 meeting, the Planning and Zoning Commission recommended approval of this request by a vote of 6-0.

Staff Recommendation: Staff recommends approval of these amendments as they will provide the City Council the ability to work more efficiently with the community to ensure that impacts of the State Highway 26 project are mitigated appropriately.

Financial Impact

There is no financial impact to the City.

Recommendation

Approve

Attachments

1. Resolution R-15-3854
2. City Council Worksession Presentation - November 1, 2016
3. Attachment A
4. Attachment B
5. Ordinance O-17-2006

RESOLUTION R-15-3854

**A RESOLUTION REVISING RESOLUTION R-12-3565 ADOPTING
GUIDELINES AND CRITERIA FOR ECONOMIC DEVELOPMENT
INCENTIVES**

WHEREAS, Texas State law provides for a home rule municipality to offer various economic development incentives; and

WHEREAS, the City of Colleyville has made a long term commitment to economic development, and the City seeks to foster a more diversified tax base so that it may deliver sustainable government; and

WHEREAS, the economic viability of the City of Colleyville depends upon the City's ability to retain and foster the expansion of existing businesses, as well as attract new investment through the location of new businesses; and

WHEREAS, the City of Colleyville recognizes it must also enhance its competitiveness with other communities and especially neighboring municipalities; and

WHEREAS, the City of Colleyville recognizes the value in adding an additional Matching Grant category to assist in the construction of joint access easements between several existing property owners and businesses, especially before the start of Phase II, State Highway 26 reconstruction; and

WHEREAS, Chapter 312 of the Texas Tax Code requires that each taxing entity who wishes to consider granting economic development incentives must first adopt a set of guidelines and criteria, and the City of Colleyville desires to update Resolution R-12-3550.

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

Sec. 1. THAT the Economic Development Incentive Guidelines and Criteria contained in the attached Exhibit "A" are hereby adopted.

Sec. 2. THAT the City of Colleyville will utilize said Guidelines and Criteria to negotiate and consider economic development incentive programs.

Sec. 3. THAT prospective joint access easements along State Highway 26 are hereby eligible for Matching Grant fund application and consideration.

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF 6 AYES, 0 NAYS AND 0 ABSTENTIONS ON THIS THE 3rd DAY OF MARCH 2015.

ATTEST:



Amy Shelley, TRMC
City Secretary

CITY OF COLLEYVILLE



David Kelly
Mayor

Exhibit "A"
CITY OF COLLEYVILLE, TEXAS
ECONOMIC DEVELOPMENT INCENTIVES
GUIDELINES AND CRITERIA

Section 1. General Purpose and Objectives

General Purpose

The policy herein is intended as a guide for use in developing economic development incentive packages under the provisions of state law. Notwithstanding the policy herein established, the City Council of the City of Colleyville retains the right to act within the provisions of such act without the necessity of amending the general policy and/or purpose adopted within this set of *Guidelines and Criteria*.

Objectives

The City of Colleyville, Texas, has made a long-term commitment to economic development. The City seeks to foster a more diversified tax base so that it may deliver sustainable government. Insofar as these objectives are generally served by the enhancement and expansion of the local economy, the City of Colleyville will, on a case-by-case basis, give consideration to providing tax abatements and other forms of economic development incentives as stimulation for economic growth in Colleyville. It is the policy of the City of Colleyville that said consideration will be provided in accordance with the criteria outlined in this document. Nothing herein shall imply or suggest that the City of Colleyville is under any obligation to provide any type of incentive to any applicant.

The City of Colleyville's Economic Development Department is charged with retaining existing businesses, attracting new businesses and marketing Colleyville—with the goal of expanding the City's commercial tax base. In keeping with this overall mission, the City has implemented a three point strategy in order to accomplish these important tasks:

- To identify and assist retail developers, corporate offices, and medical/physician specialist/laboratory-related facilities to invest and

build new, high quality, sales and property tax-generating projects in Colleyville;

- To assist landowners in the sale, development, and redevelopment of potential retail, office, and hotel sites to their highest and best use; and
- To recruit new, and retain existing, Colleyville retailers, restaurants, corporate offices, and medical/physician specialist/laboratory-related facilities and other sales tax and property tax generating businesses compatible with Colleyville's available land, land use plan, and demographics.

To achieve this goal, the City wishes to enhance its economic development efforts by developing an incentive policy to promote retention and expansion of existing retailers, restaurants, corporate offices, and medical/physician specialist/laboratory-related facilities, and to attract similar new businesses to Colleyville.

Within the context of these goals, the City of Colleyville will give consideration to providing reasonable incentives as a stimulus for new development and redevelopment on a case-by-case basis. Nothing herein implies or suggests that the City of Colleyville is under any obligation to provide any incentive to an applicant. The City recognizes that only certain businesses are worthy of incentives.

Section 2. Criteria

Any request for a tax abatement or any other type of economic development incentive shall be reviewed by the City Council. Their decision shall be based upon an evaluation of the following criteria, which each applicant will address in narrative form within or on pages attached to the City's Application for Economic Development Incentives:

Employment Impact

- Total number of full time equivalent jobs brought to Colleyville;
- Types of jobs created;
- Total annual payroll.

Fiscal Impact

- Total real and personal property value to be added to the tax roll;
- Anticipated direct sales tax to be generated at one (1) percent of taxable sales;
- Other revenues generated for the City: franchise payments, occupancy taxes, utility revenues, etc.;

- Amount of City infrastructure construction or participation required;
- Projected total annual operating budget of the facility.

Community Impact

- The expected effect the project will have on the local housing market;
- The expected environmental impact, if any, created by the project;
- The compatibility of the project with the City's Comprehensive Plan;
- The impact on neighboring businesses and/or property owners;
- The project's location (i.e. is it proposed to be located in a targeted area or an area designated for redevelopment?);
- The project's impact on the cost or provision of Colleyville municipal services;
- The project's type of business enterprise (i.e. is it among the types of businesses targeted for retention within or attraction to Colleyville?).

Competitive Impact

- The effect the project would have on existing businesses in Colleyville;
- A list of the types of products or services to be sold by the applicant which are currently sold by existing Colleyville merchants;
- A list of specific businesses seen as direct competitors to the applicant.

Please note that the City of Colleyville seeks first to retain existing businesses and therefore will consider whether an applicant will compete or potentially displace existing Colleyville businesses.

Section 3. Types of Incentives

It is the policy of the City of Colleyville to customize the provisions of economic development incentives on a case-by-case basis. This individualized design of a total incentive package is intended to allow maximum flexibility in addressing the unique concerns of each applicant while enabling the City of Colleyville to better respond to the changing needs of the community. Colleyville's goal is to adequately package incentives, with clear parameters, that are tailored to match business needs—as well as to the types of businesses Colleyville prefers. Likewise, Colleyville recognizes how incentives that encourage business growth and development are often unique to the needs of each individual business. The City is therefore open to discuss any particular incentive(s) that may be necessary for a business to ensure its success in Colleyville.

Consideration will be given to providing any type of economic development incentives not prohibited by state or federal law including, but not limited to:

tax abatements, in-lieu-of Freeport exemptions, state tax grants, and other grants in general, as well as participation in infrastructure and waiver of fees.

These economic development incentives are in addition to an ongoing tax increment financing program offered by the various taxing entities, which is not a part of this incentive program. The provision of incentives will be subject to the procedural and other requirements outlined in this document as well as those mandated by state or federal law, and by other actions of the City of Colleyville. All incentive agreements will be performance-based.

Nothing within these guidelines shall imply or suggest that the City of Colleyville is under any obligation to provide any incentive to any applicant.

Section 4. Value of Incentives

Following an assessment of the response provided to the criteria contained in Section 2, the City Council shall determine whether it is in the best interests of the City of Colleyville that economic development incentives be granted to the applicant. The review process will examine the "value added" terms of the project. Additional consideration, beyond the criteria, will include such items as the degree to which the project/applicant furthers the goals and objectives of the community or meets or complements a special need identified by the City Council. Moreover, the City will consider whether the proposed business type is included on the targeted list identified within the three point strategy included in Section 1. Preference is given to medical/physician specialist/laboratory-related facilities and corporate office uses.

Tax Abatements:

A Tax Abatement may be offered in two categories:

1. Real Property (not located in the TIF District); and/or
2. Business and Personal Property

Real property abatements may be offered to applicants which will pursue the construction of new or expanded facilities in which to house the applicable project. The abatement may apply only to the value of improvements made.

Business Personal property abatements may be offered to applicants which will pursue the purchase or long-term lease of existing facilities. The abatement will apply to the value of new personal property brought into the taxing jurisdiction.

State law permits municipalities to grant a maximum property tax abatement of 100 percent each year for up to ten (10) years. Once a determination has been made that a tax abatement may be offered, the City will determine the value and term of the abatement according to the following schedule:

Minimum Property	Abatement Duration	Percentage of Abatement Investment Considered by Council
\$2 million*	1 st year	Up to 100%
	2 nd year	Up to 90%
	3 rd year	Up to 80%
\$5 million	1 st year	Up to 80%
	2 nd year	Up to 70%
	3 rd year	Up to 60%
\$10 million+	1 st year	Up to 60%
	2 nd year	Up to 50%
	3 rd year	Up to 40%

*Only medical/physician specialist/laboratory-related facilities are eligible for consideration.

Each application for consideration of a tax abatement, whether for Real Property or Business and Personal Property, shall include a \$1,000 tax abatement application fee. The fee shall cover the cost of staff time spent analyzing and evaluating the application's merits.

Grants

The City of Colleyville may agree to extend a grant based on the amount of revenues to be generated by the economic development project to the City of Colleyville for such categories as sales tax, occupancy taxes, utility fees, or similarly related revenues. Chapter 380 of the Texas Local Government Code also permits loans and grants of City funds and use of City staff and City facilities at minimal or no charge. Any such use must be construed as serving a "public purpose". Likewise, any type of loan, grant or waiver requires a contract between the City and the applicant.

Retail Sales Tax Grants

By contract, the City may provide an incentive consisting of an annual grant through a tax rebate, based on a percentage of the sales and use tax received by the City from the sale of taxable items by the applicant. The City is authorized by Section 380.001, Texas Local Government Code, to make such grants.

Sales and use tax means the City's one (1) percent sales and use tax on the sale of taxable items by the applicant at the applicant's business location in the City. The applicant by contract will be required to provide a sales tax certificate setting forth the applicant's collection of sales and use tax for the sale of taxable items consummated at the applicant's business location in the City for the previous ending twelve (12) calendar month period, with such supporting documentation as may be required by the City.

The grant would be conditioned on the applicant's continued ownership / occupancy of the project site.

The sales tax grants would be paid in annual installments within ninety (90) days of the end of each twelve (12) calendar month period following the issuance of the certificate of occupancy for the facility, or other commencement date if no certificate of occupancy is required. The grant would not include any of the City sales and use tax receipt from the imposition and collection of sales and use tax for taxable items consummated at any location, business establishment or by any other entity in the City, other than from the applicant's sale of taxable items at the applicant's business location in the city.

Any sales tax grant payable would be limited to the extent that the City has received sales tax from taxable sales by the applicant. The City would not be required to provide any grant for any twelve (12) calendar month period during the term of the agreement for which the City has not received sales tax revenue from taxable sales by the applicant for such twelve (12) calendar month period.

The City's obligation to pay the sales tax grants in the agreement would additionally be conditioned upon the applicant requesting and providing sales tax documentation from the Office of the Comptroller of the State of Texas.

The City may also condition the incentive upon the creation of employment, construction of improvements, certain development, continued operations for a stated period, or other public consideration. Any incentive agreement shall be written in a legally enforceable contract. The contract shall require the

applicant to construct certain improvements or expansions and contain at a minimum the following terms:

1. Generation of a certain level of sales tax;
2. An annual written certification that applicant is in compliance with the agreement;
3. Authority to terminate or modify the agreement if applicant fails to comply with agreement;
4. Minimum term of occupancy or continued operations within the City;
5. Authority/permission for the City to schedule an annual inspection of the business or facility;
6. Annual review of the business entity's financials;
7. Agreement that the applicant will not contest any Tarrant Appraisal District appraisal increases throughout the term of the contract;
8. Claw-back or recapture of any and all rebated grants should the applicant default on any portion of the contract (see Section 5. Recapture).

In the event the applicant files an amended sales and use tax return or report with the State of Texas, or if additional sales and use tax is due and owing, as determined by the State of Texas, affecting sales tax receipts for a previous twelve (12) calendar month period, the sales tax grant payment for the next twelve (12) month calendar period immediately following such State of Texas approved amendment could be adjusted accordingly; provided that the City has received sales tax receipts attributed to such adjustment. As a condition precedent to payment of such adjustment, the applicant should provide the City with a copy of any such amended sales and use tax report or return, and the approval thereof by the State of Texas.

In the event the State of Texas determines that the City erroneously received sales tax receipts, or that the amount of sales and use tax paid to the City exceeds the correct amount of sales and use tax for a previous twelve (12) calendar month period for which the applicant has received a sales tax grant, the applicant will be required within thirty (30) days after receipt of notification thereof, from the City, specifying the amount by which such sales tax grant exceeds the amount to which the applicant was entitled pursuant to such State of Texas determination, repay such amount to the City.

TIF Grants

By contract (as authorized by Chapter 312 of the Texas Local Government Code), the City may provide an incentive consisting of a Tax Increment Financing (TIF) Grant. The Economic Development TIF Grant Program has the purpose of benefiting the City, its residents, and property owners.

The objectives of the Economic Development TIF Grant Program are to promote within the TIF:

- 1) development and diversification of the economy;
- 2) elimination of unemployment and underemployment; and
- 3) development and expansion of commerce.

These objectives will be achieved by making grants and loans from the Tax Increment Fund of the TIF in an aggregate amount not to exceed the amount of tax increment produced by the City and paid into the TIF fund for activities that benefit the TIF and stimulate business and commercial activity within the TIF.

The City is authorized by Texas Local Government Code §380.001 to provide economic development grants to promote local economic development and to stimulate business and commercial activity in the City. The City Council shall make the final determination of all grant award amounts and awardées. The City Council shall also authorize by resolution, any development agreement entered into by the TIF board.

Nothing contained herein shall obligate the TIF Board or the City Council to provide grant awards, as this Economic Development TIF Grant Program does not constitute an entitlement.

Infrastructure Participation and Waiver of Fees

The City of Colleyville may agree to partial or complete cost participation for the extension, construction, or reconstruction of infrastructure necessary for the development of an economic development applicant's project. In addition, the City Council may approve the waiver of fees for, but not limited to, building permit applicants, utility taps, and similar fees.

Matching Grants

In accordance with the City Council's strategic initiatives plan, the City of Colleyville will also consider providing matching grants of up to \$30,000 for any and only one of the following types of investments through a public/private, cost-sharing program:

1. Façade improvements—Existing building façade improvements that meet the following criteria:
 - Proposed improvements must exceed City's minimum rating criteria for commercial building designs;

- Proposed improvements must be reviewed and approved by an Architectural Review Commission.
2. Signage removal and replacement—Assistance with pole sign removal and/or replacement as landscaped monument signs or landmark signs (if applicant meets the City's square footage requirement); signage plan must meet the following criteria:
 - Proposed signage removal and replacement must meet all the current requirements of the City's Land Development Code and be reviewed and approved by an Architectural Review Commission.
 3. Joint access easements between adjoining businesses of any type located along Colleyville Boulevard (i.e. toward paving costs associated with construction of new access easements).
 4. Tenant improvements for destination restaurants and retailers—Restaurants or retailers interested in applying for a matching grant for tenant improvements must not be presently located in Colleyville or any immediately adjacent city, if new, and not replicated in any adjacent city if existing; moreover, applicants must show that they will attract residents of other, neighboring communities (in addition to Colleyville residents).

Matching grants for this purpose are designed to help stimulate redevelopment and development (i.e. tenant finish out) of spaces to accommodate these types of restaurants and retailers, providing a way to attract diners, shoppers, and expenditures from other parts of our region, from even outside the region and to reduce existing leakage within the region. Those associated expenditures become additional revenues to Colleyville's businesses, wages to the employees, and tax receipts to the City.

By definition, a destination restaurant or retailer is a dining or shopping establishment that is unique to the City's primary trade area, as delineated by the Colleyville Merchandising Plan.

As it relates to the idea of "destination" restaurants and retailers, Wikipedia defines a destination restaurant as "one that has a strong enough appeal to draw customers from beyond its community."

Prentice-Hall's On-line Glossary notes that a destination retailer is "A retailer to whom consumers will make a special shopping trip." And BusinessDirectory.com adds that it is a "Popular retailer (catalog, store,

or website) from whom customers, attracted by its ambience, price, and/or variety, will make a special effort to buy.”

To qualify for matching grant consideration under Matching Grant Program category 4, applicants must illustrate their proposed restaurant or retail establishment:

- 1) Will be unique to Colleyville’s primary retail market;
- 2) Is investing a minimum of twice the amount of sought for interior tenant improvements (qualifying as real property improvements that will remain with the building in a worst case scenario), and exclusive of any equipment or fixtures (i.e. personal property which could be removed and sold on the secondary market, again in a worst case scenario).

All applications for Matching Grants associated with a new or relocating business venture occupying an existing building must also submit a written business plan for review and comment by the City’s SCORE business counseling office.

When considering applications for Matching Grants, highest priority will be given to:

1. Applicants whose property is located on or adjacent to Colleyville Boulevard (SH26). Not all projects submitted for City Council consideration have the same merit; therefore there is no guarantee that a grant will be awarded to each applicant.
2. Applicants that generate or which has signed, contingent leases with a tenant or tenants that generate sales tax revenues.

Please note, City Council will not consider applications for the same address of a previous grant recipient unless the time period of the first grant has expired, all of the original criteria have been met, and the property ownership has changed.

As identified by the Architectural Review Commission, projects having the greatest aesthetic impact in the City should likewise be given priority. In evaluating applications, they have recommended that Colleyville focus on and seek the following:

1. Projects that will encourage other restoration or redevelopment in the local proximity.
2. Projects where an immediate renovation will stop serious deterioration of the building’s facade.

3. Projects that improve the architectural integrity of the building façade.
4. Projects that demonstrate collaboration with adjacent properties and will help to attract people to Colleyville.
5. Projects that will result in new or increased property values or the generation of either sales or occupancy tax revenues for the City.
6. Projects which are strategically located.
7. Projects that may have a positive impact on existing, adjacent properties.

In addition, proposed projects will be reviewed and based on the merits of individual applications. Individuals contemplating an application to the City's Matching Grant Program should note that general building maintenance is not eligible under this program. All applicants will be considered on a case-by-case basis.

Matching Grant incentives approved for the first three categories will consist of cash payments payable upon successful completion and inspection of all facility improvements or redevelopment, as outlined in an incentive agreement to be entered into between the City and the owner of the facility or facilities to receive the grant. If the City chooses to utilize the Matching Grant program for one of the first three categories of improvements, the City may elect to make a grant in an amount up to 50% of the cost of improvement, not to exceed \$30,000 per improvement, with a minimum business investment of \$15,000.

Matching Grant incentives approved for the fourth category will be paid out, likewise as outlined in an incentive agreement to be entered into between the City and the owner of the facility or facilities to receive the grant, in two equal payments within the first two years of operation (i.e. one half after improvements have been inspected and the business opens its doors and the other one half after completion of one year of operation).

Forgivable Loans

The City of Colleyville will consider providing destination restaurants or retailers (again, ones that have "a strong enough appeal to draw customers from beyond" our community or "to whom consumers will make a special shopping trip") with forgivable loans of up to an amount negotiated by the City Council, in which the restaurant or retailer is forgiven a portion of its loan for each year it is open and operates. Any loan approved under this program shall be forgiven 20% each year for up to 5 years. Thus for example, if City Council approves a forgivable loan amount of \$100,000, it is to be forgiven in annual increments of 20% or \$20,000, beginning one year after the issuance of a certificate of occupancy. The entire loan amount may be recaptured by

the City, should the restaurant or retailer suspend operations at any time within 5 years following the issuance of a certificate of occupancy.

Non-Cash Incentives

The City of Colleyville will also consider providing non-cash incentives (primarily procedural in nature) for stimulation of development and redevelopment. Such incentives include:

1. Signage and intersection improvements already funded within the CIP;
2. Fast-track planning, plans review, and permitting; as staff work level allows;
3. Dedicated inspections;
4. Corporate relocation assistance for employees and their families;
5. Employee recruitment and training, as funded through State of Texas grant programs and Tarrant County College;
6. Possible access to community bank lending through the City's CDARS program;
7. Recreational opportunities;
8. Business promotion and assistance;
9. Assistance with demolition of existing structures for redevelopment and new investment.

Public Improvement Districts

The City of Colleyville is also willing to consider the creation of Public Improvement Districts (PIDs). Public Improvement Districts may be created by a municipality at the request or with the consent of property owners. PIDs allow for the levy of voluntary assessments and the issuance of tax exempt bonds. Funds collected through PIDs and any associated bonds may be used for capital improvement projects and maintenance within the geographic area.

Section 5. Recapture

All incentive agreements shall include a provision allowing City staff access to the applicant's business and/or facilities for an annual inspection, so the City may monitor and enforce accountability. In the event a business receiving incentives from the City of Colleyville fails to perform under the agreement executed between the City and the business, the incentive obligation on the part of the City will be void. Any incentive paid to the business up to the point of failure shall be returned to the City of Colleyville in full. All incentive agreements will be negotiated and executed to include claw-back provisions.

Section 6. Procedural Guidelines

Any person, organization or corporation desiring that the City of Colleyville consider providing economic development incentives to encourage location or expansion of operations within the City limits of Colleyville shall be required to comply with the following procedural guidelines. Nothing within these guidelines shall imply or suggest that Colleyville is under any obligation to provide incentives of any amount or value to any applicant.

Preliminary Application Steps

1. Applicant shall complete an "Application for Economic Development Incentive" as provided by the City.
2. Applicant shall address all criteria questions outlined in Section 2. above directly on the application form and in letter format, if additional explanation and information are necessary.
3. Applicant shall prepare a plat showing the precise location of the property, all roadways within 200 feet of the site, and all existing land uses and zoning within 200 feet of the site. If the property is described by metes and bounds, then the applicant shall also provide a complete legal description.
4. Applicant shall present the application to the Director of Economic Development and obtain his/her signature that the package is complete before formal submission to the City.

Applicant shall complete all forms and information detailed in items 1 through 3 above and submit them to the Director of Economic Development, City of Colleyville, 100 Main Street, Colleyville, Texas 76034.

Application Review Steps

1. All information in the application package detailed above will be reviewed for completeness and accuracy. Additional information may be requested as needed.
2. The application will be distributed to the appropriate City departments for internal review and comments. Additional information may be requested as needed.
3. Copies of the complete application package and staff comments will be provided to the City Council.
4. In light of the proprietary nature of this data, all information included within the application shall remain confidential unless and until formal action is taken to establish an incentive agreement.

Consideration of the Application

The City Council will consider the application at a regular or called meeting(s). State law stipulates that incentives need to be endorsed by a local governing body. Therefore, additional information may be requested as needed.

The City Council of Colleyville may consider a resolution calling a public hearing to consider establishment of a tax reinvestment or redevelopment zone or other zone designation as deemed appropriate.

The Colleyville City Council shall hold a public hearing and determine whether the project is "feasible and practical" and whether it "would be of benefit to the land to be included in the zone and to the municipality."

The City Council of Colleyville may consider adoption of an ordinance or resolution, as deemed appropriate, designating the area described in the legal description of the proposed project.

The City Council may consider adoption of a resolution approving the terms and conditions of a contract between the City and the applicant governing the provision of the economic development incentives.

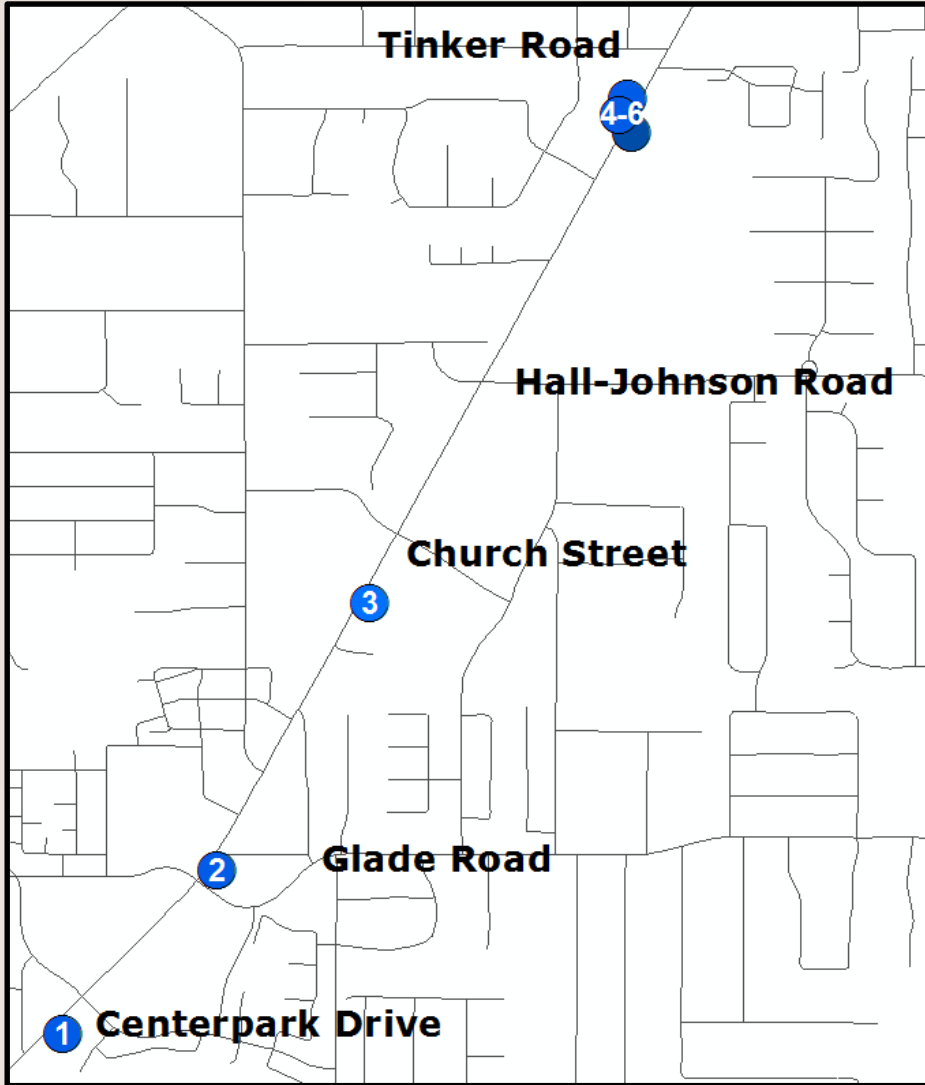
If the City Council chooses to grant a tax abatement, the City must designate an area as a reinvestment zone. Any City designating a reinvestment zone must make two findings:

1. Proposed improvements are feasible and practical and would benefit the zone; and
2. The zone meets one of the eligible criteria for reinvestment zones. The City's criterion include:
 - 1) whether the proposed project within the zone is likely to contribute to the retention or expansion of primary employment, or
 - 2) to attract investment within the zone.

Discussion of Joint Access Easements along SH26

City Council Worksession
November 1, 2016

Overview



Location Map

- Matching grant for joint access easements along SH26 added to the *guidelines and criteria for economic development incentives* in 2015, per Resolution R-15-3854
- 6 potential locations have been identified by staff
- Construction of such connections would reduce current parking spaces

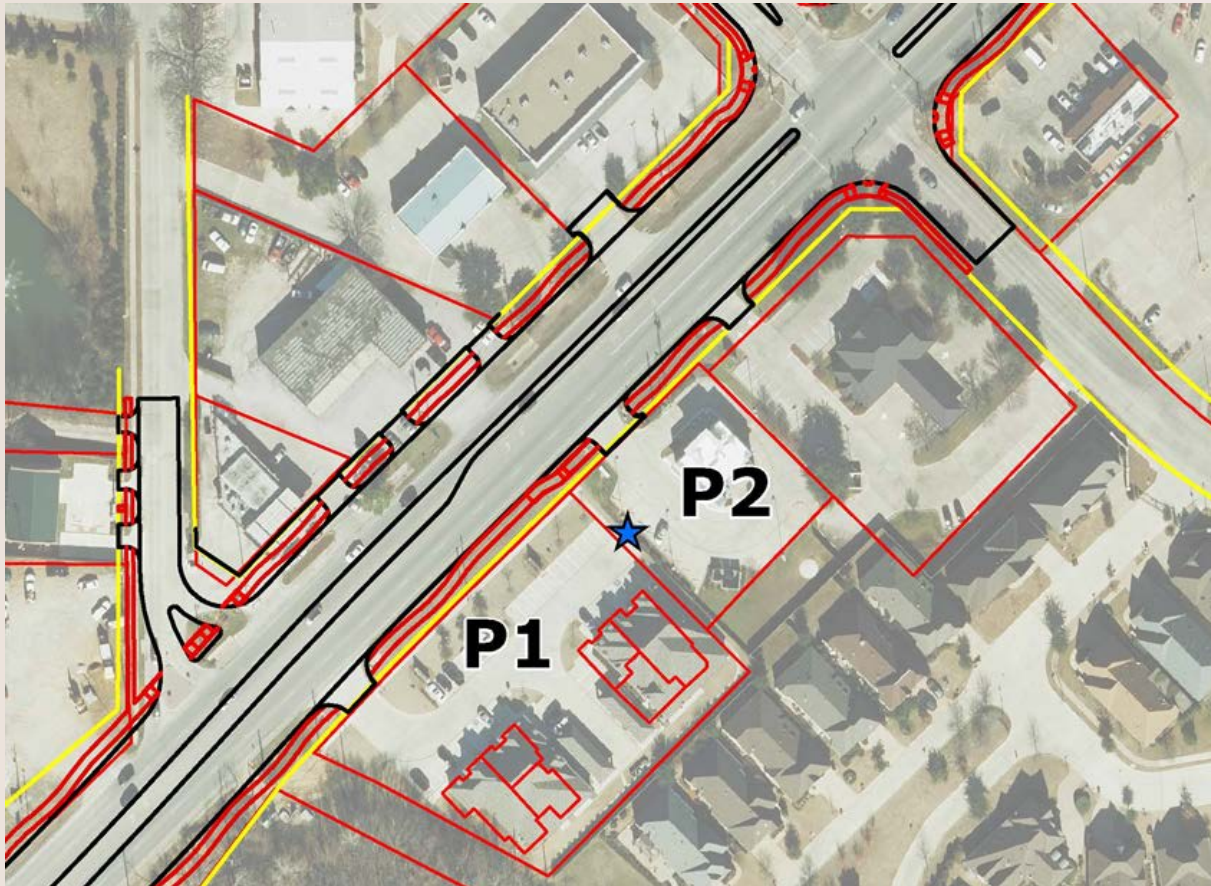
Purpose



- To obtain City Council direction regarding an ordinance that would address the loss of parking, on the identified properties, in the following scenarios:
 - (1) Current occupancy/use
 - (2) Future occupancy/use
 - (3) Building expansion
 - (4) Redevelopment (tear down/rebuild)

(1) Current Occupancy/Use

Will existing businesses that seek to construct a joint access drive that results in a reduction of parking spaces to a number below the required parking ratio be permitted to stay in operation?



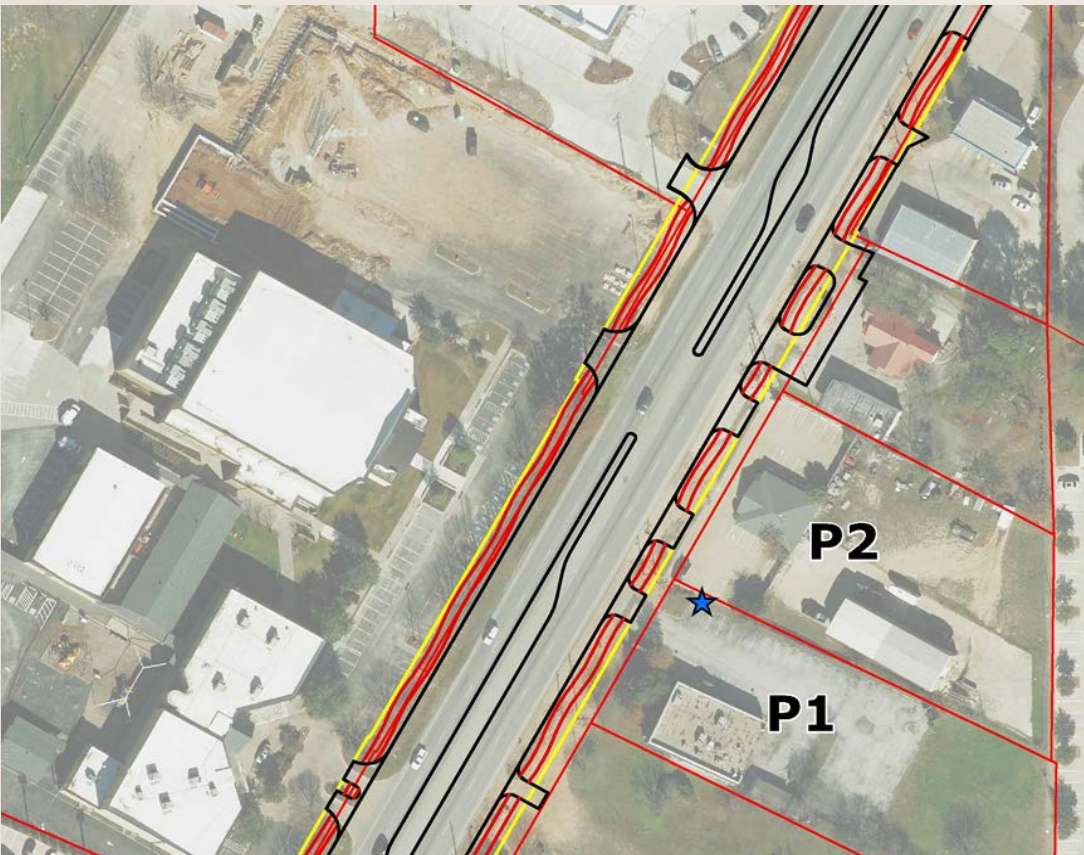
(2) Future Occupancy/Use

Should land use change to require additional parking, will the parking spaces removed to construct the joint access drive be credited toward the new use?



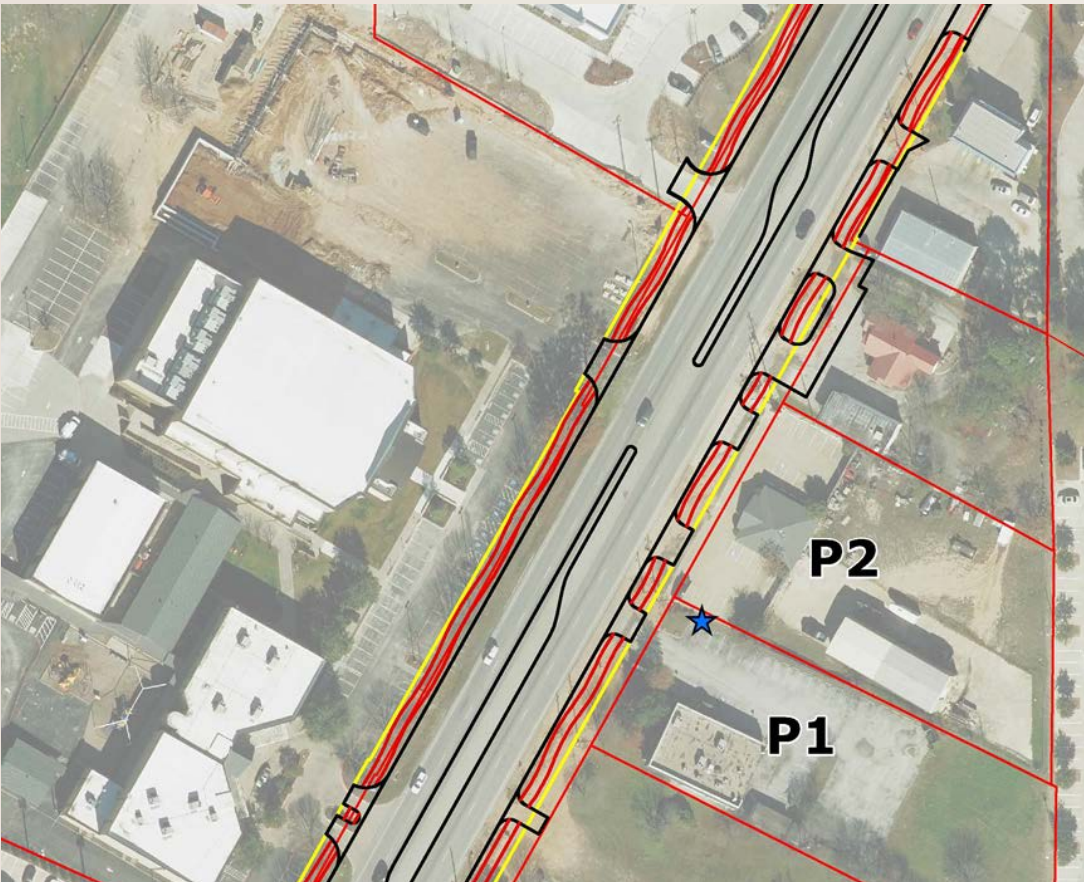
(3) Building Expansion

Should a business expand on a property, which had spaces removed due to the construction of a joint access drive, will they only be required to add parking spaces proportional to the addition?



(4) Redevelopment

If a site is redeveloped, or properties assembled, will the spaces removed due to the construction of a joint access drive be credited in the redevelopment process?



Summary

City Council direction regarding the following scenarios is needed:

1. Current occupancy / use

- Will existing businesses that seek to construct a joint access drive that results in a reduction of parking spaces to a number below the required parking ratio be permitted to stay in operation?

2. Future occupancy / use

- Should land use change to require additional parking, will the parking spaces removed to construct the joint access drive be credited toward the new use?

3. Building expansion

- Should a business expand on a property, which had spaces removed due to the construction of a joint access drive, will they only be required to add parking spaces proportional to the addition?

4. Redevelopment (tear down / rebuild)

- If a site is redeveloped, or properties assembled, will the spaces removed due to the construction of a joint access drive be credited in the redevelopment process?

Based on City Council direction staff is prepared to seek a recommendation from the Planning and Zoning Commission and to bring forward an ordinance for consideration by the City Council that addresses the above scenarios

Questions and Discussion

1.9.C RECORDS

The Building Inspection Office shall maintain a record of all buildings or parcels of land for which a Certificate of Occupancy has been issued.

1.9.D CERTIFICATE OF OCCUPANCY APPLICATION

Application for a certificate of occupancy shall be made to the Building Inspection Office. No application for a certificate of occupancy shall be approved which does not, at a minimum, contain the following information: business name, business address, business phone number, type of proposed use, business owner, business owner's address, business owner's phone number and emergency phone number, applicant's driver's license number, applicant's date of birth, and applicant's signature.

1.9.E DISPLAY AND STATUS OF CERTIFICATE OF OCCUPANCY

1. All non-residential occupancies shall display a certificate of occupancy on the site and in a conspicuous place.
2. The holder of a certificate of occupancy for a non-residential occupancy is required to notify the Building Inspection Office of any change of address, name changes, or other pertinent information listed on the certificate of occupancy application.

Section 1.10 Project Under Construction at Time of Code Adoption

Nothing herein contained shall require any change in the plans, construction or designated use of a building actually under construction within the city on the effective date of this document and which entire building shall be completed within one (1) year from the effective date of the document or which building shall be maintained under continuous construction even though not completed within one (1) year. Nothing herein contained shall require any change in plan, construction or designated use of a building for which a building permit has been heretofore issued while such permit is valid and provided the building shall have been started within 180 days of the date of issuance of the permit and which entire building shall be maintained under continuous construction even though not completed within one (1) year.

Section 1.11 Compliance Required for Building Permits & Utility Services

No building or structure may be erected, constructed or installed on any lot, tract or parcel of land and public utilities shall not be extended or connected to a building or structure unless the lot, tract or parcel of land is in compliance with the provisions and requirements of this Land Development Code and all applicable Building Permits and authorizations to proceed are first obtained.

Section 1.12 Waivers and Appeals - Generally

Any person seeking approval of a development as required by this Land Development Code may request a waiver of or a variance from a requirement contained in this Code, or appeal a decision of an Administrative Official by submitting a request using the procedures described in this Chapter. Due to the unique arrangement and statutory organization of this Land Development Code, provisions for waivers, variances and appeals of administrative decisions vary from chapter to chapter. The following table shows the approval authority for waiver, variance and appeal requests for the specific chapters of this Land Development Code.

Approval Authority for Waiver, Variance and Appeal Requests					
Chapter Title	City Council	P & Z Commission	ZBA	Sign Board	Staff
Chapter 2 – Definitions	N/A	N/A	See Section 1.16	N/A	N/A
Chapter 3 – Land Use	N/A See Section 1.13	N/A	See Section 1.16	N/A	N/A
Chapter 4 – Landscaping & Buffering	N/A See Section 1.13	N/A	N/A	N/A	See Section 4.6
Chapter 5 – Tree Preservation	N/A See Section 1.13	See Section 1.14	N/A	N/A	N/A
Chapter 6 – Building Design	N/A See Section 1.13	See Section 1.14	N/A	N/A	N/A
Chapter 7 – Sign Regulations	N/A See Section 1.13	N/A	N/A	See Section 1.15	N/A
Chapter 8 – Platting Procedures (except perimeter streets)	See Section 1.13	See Section 1.14 & 7.2	N/A	N/A	N/A
Perimeter streets	See Section 1.13	N/A	N/A	N/A	N/A
Chapter 9 – Subdivision Design & Required Facilities	See Section 1.13	N/A	N/A	N/A	N/A
Chapter 10 – Private Streets & Entrance Gates	See Section 1.13	N/A	N/A	N/A	N/A
Chapter 11 – Park Land Dedication	See Section 1.13	N/A	N/A	N/A	N/A
Chapter 12 – Erosion Control	See Section 1.13	N/A	N/A	N/A	N/A
Chapter 13 – Impact Fees	See Section 1.13	N/A	N/A	N/A	N/A
Chapter 14 – Engineering Design	See Section 1.13	N/A	N/A	N/A	N/A
Chapter 15 – Public Works Construction Details	See Section 1.13	N/A	N/A	N/A	N/A

Note to table above: N/A – Not Authorized

Section 1.13 Waivers and Appeals – City Council

- A. Where specifically provided for in this Land Development Code, the City Council shall have the authority to consider requests for a waiver or to hear and decide an appeal from an administrative decision on a regulation. The City Council may approve, disapprove or modify such a request provided that such approval or modification will not be detrimental to the public safety, health, or welfare or injurious to other property. The applicant shall provide information to support a claim that there are extraordinary hardships or practical difficulties which may result from strict compliance with the regulation or that the public interest may be better served by an alternative proposal.
- B. Notwithstanding any provision of this Land Development Code relating to waiver procedures contained herein, and to the extent not otherwise prohibited by State law, the City Council shall have the authority to directly consider requests for a waiver to any regulation contained herein in connection with the construction of a mutual access easement/drive adjacent to a Major Arterial as defined in the thoroughfare plan. The City Council may approve, disapprove or modify such a request provided that such approval or modification will not be detrimental to the public safety, health, or welfare or injurious to other property. The applicant shall provide information to support a claim that there are extraordinary hardships or practical difficulties which may result from strict compliance with the regulation or that the public interest may be better served by an alternative proposal.

not less than five (5) feet in width unless every dwelling unit therein opens directly upon a front yard, rear yard or court yard-.

2. Whenever a lot of record at the time of the effective date of this Chapter has a width of less than fifty (50) feet, the side yard on each side of a building may be reduced to a width not less than ten (10) percent of the width of the lot, but in no instance shall such width be less than four (4) feet.
3. On corner lots of record the yard adjacent to the side street shall not be less than fifteen (15) feet.
4. For commercial or industrial lots abutting a lot zoned CC1, CC2, CC3, CN, CPO or ML, subject to the approval of the city building official, a zero lot line is permitted on one side, provided a four hour fire wall is constructed at said zero lot line.

L. Rear Yard Adjustments – Rear yard requirements as established in *Section 3.24 - Schedule of District Regulations* may be adjusted in the following case:

1. Where a lot abuts an alley, one-half the alley width may be considered as part of the required rear yard.

M. Lot Area Per Family Adjustments – Lot area per family (dwelling unit) requirements as established in *Section 3.24. - Schedule of District Regulations* shall be adjusted in the following cases:

1. Where a lot of record or a lot in a subdivision which the Planning and Zoning Commission and City Council have officially approved and agreed to accept at the time of the effective date of this Chapter has less area or width than herein required, in the district in which it is located, said lot may nonetheless be used for a residential or nonresidential use, whichever is applicable, in the district in which it is located.

Section 3.29 – Parking Requirements

- A. Purpose – The purpose of this section is to require off-street parking and loading facilities proportional to the need created by each use. Where the minimum number of required parking spaces can not be calculated in accordance with the parking group schedule, the Building Official shall be authorized to determine the minimum number of required parking spaces using acceptable industry comparables.
- B. General Provision – In all zoning districts, there shall be provided in connection with the appropriate permitted use, off-street parking spaces in accordance with the provision of this section, unless a different parking standard has been set forth as a condition of a Special Use Permit or Planned Unit Development for a specific site. Existing facilities being used for off-street parking shall not be reduced in capacity to less than the minimum number of spaces prescribed, or altered in design or function to less than the minimum standards prescribed herein.
- C. Location of Parking – All required parking spaces shall be provided on the same lot or tract occupied by the use being served, except that where an increase in the number of spaces is required by a change or enlargement of a non-residential use, the additional required parking spaces may be located off-premises in accordance with the shared parking requirements contained in this section, unless a different parking standard has been set forth as a condition of a Special Use Permit or Planned Unit Development for a specific site. Required parking spaces for a residential use shall be provided on the lot or tract occupied by the use being served.
- D. Parking Space Locations Prohibited – No off-street parking space shall be located, either in whole or in part, within any fire lane, driveway, driving lane, or maneuvering area. Furthermore, no required off-street parking space shall be located, either in whole or in part, in a public street, sidewalk, parkway, alley or other public right of way.
- E. Parking Space Dimensions – No required off-street parking space shall be less than nine (9) feet in width by eighteen (18) feet in length.

- F. Mixed Use Parking – The parking requirements for a lot or building containing a mixture of uses shall be the sum of the requirements for each type of use. No parking space provided for one type of use or building shall be included in the calculation of the parking requirements for any other use or building. For multi-tenant developments containing greater than 30,000 square feet of floor area, the sum of the total number of required parking spaces may be reduced by ten percent (10%).
- G. Shared Parking – Where an increase in the number of off-street parking spaces is required by a change or enlargement of use, the additional required spaces may be located on another property that is located on the site of a use not normally open and used or operated during the same hours, provided, that the following conditions are satisfied:
1. The parking spaces are located within three-hundred feet from an entrance to the building or use being served, measured along the shortest available pedestrian route with public access.
 2. A copy of the written agreement, executed by the parties concerned, is furnished to the Building Official, assuring their retention for such purposes.
- H. Building Renovations – When an existing building or use is enlarged, structurally altered, or remodeled to the extent of increasing or changing the use by more than ten percent (10%), but less than fifty percent (50%), of the existing square footage, additional off-street parking shall be provided for the incremental increase in accordance with the off-street parking regulations set forth herein. When an existing building or use is enlarged, structurally altered, or remodeled to the extent of increasing or changing the use by fifty percent (50%) or more of the existing square footage, the off-street parking requirements for the entire building shall be comply with the parking regulations set forth herein.
- I. Supplemental Parking Space Requirements
1. Parking regulations are based on the gross floor area (GFA) of the building.
 2. In determining the required number of parking spaces, fractional spaces shall be rounded to the nearest whole space. Parking spaces located in buildings used for repair garages or car washes, and spaces in drive-through lanes shall not be counted as meeting the required minimum number of parking spaces.
 3. Wooden poles shall not be used for parking lot or site lighting for a non-residential use.
 4. Except for single-family dwelling units, parking spaces shall be arranged so that vehicles shall not be required to back out of the parking spaces directly into a street.
- J. Parking Group Schedule – The minimum number of off-street parking spaces to be provided in connection with the permitted use listed in Table 3-310, *Schedule of Permitted Principal Uses*, shall be in accordance with the following Table 3.29 – *Parking Group Schedule*.

K. Mutual Access Easement/Drive along a Major Arterial

1. Permit: The City Council shall provide consent to approve a permit for the construction of a mutual access connection that requires a waiver to any provision in this Land Development Code. See Section 1.13.
2. Conditions of Approval - The City Council may impose such safeguards, requirements and conditions as it deems are necessary to properly protect any surrounding property, surrounding use, or neighborhood character, including, without limitation, imposing development standards, requiring public facility improvements and means of ingress and egress of public streets, establishing conditions of operation, establishing time limits, establishing location, arrangement and construction of any uses or structures, adopting regulations to protect the general welfare and adjacent property from excessive noise, vibration, dust, dirt, smoke, fumes, gas, odor, explosion, glare, offensive view of other undesirable or hazardous conditions. All conditions imposed by the City Council shall be complied with prior to the issuance of a permit.

3. Required submittals

- a. Application – These forms are furnished by the Administrative Official
- b. Detailed site plan
- c. Parking analysis
- d. A shared parking agreement between the properties to be connected must be executed if the conditions of Section 3.29(g) are met

Table 3.29
Parking Group Schedule

Parking Group	Minimum Number of Off-Street Parking Spaces
1	1 per unit
2	2 per unit
3	2 per unit, exclusive of "in-garage" parking
4	1 per unit plus 1 guest space per every 5 units
5	1 per 100 sq. ft. of gross floor area
6	1 per 150 sq. ft. of gross floor area
7	1 per 200 sq. ft. of gross floor area
8	1 per 300 sq. ft. of gross floor area
9	1 per 400 sq. ft. of gross floor area
10	1 per 500 sq. ft. of gross floor area
11	1 per 5 pupils plus drop-off and pick-up areas
12	1 per classroom plus 1 per each 2 students
13	1 per classroom plus 1 per 400 sq. ft. of office space
14	1 per 1.5 students and staff, based on capacity
15	1 per 3 students
16	1 per 200 sq. ft. of gross floor area plus 1 per 5,000 sq. ft. of exterior nursery area
17	1 per living unit
18	1 per 3 seats in primary seating area
19	1 per guest room plus 1 per 300 sq. ft. of office area – parking for restaurant additional
20	2 per hole
21	1 space
22	5 per hole (one per tee area for driving ranges)
23	5 per alley or table
24	As set by the SUP or PUD approved ordinance
25	Determined by the Building Official using acceptable industry comparables

ORDINANCE O-17-2006

AMENDING THE LAND DEVELOPMENT CODE, CHAPTER 1- GENERAL PROVISIONS, SECTIONS 1.12 AND 1.13, AND CHAPTER 3 - LAND USE, SECTION 3.29 TO PROVIDE ADDITIONAL AUTHORITY TO THE CITY COUNCIL FOR WAIVERS RELATED TO THE CONSTRUCTION OF MUTUAL ACCESS EASEMENTS/DRIVES AND TO CREATE A PERMIT FOR THE CONSTRUCTION OF SUCH DRIVES; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR INJUNCTIVE RELIEF; PROVIDING FOR A PENALTY OF FINE NOT TO EXCEED TWO THOUSAND DOLLARS (\$2,000.00) FOR EACH OFFENSE; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City Council of the City of Colleyville approved Ordinance O-00-1214 on April 18, 2000, adopting the Land Development Code; and

WHEREAS, the City of Colleyville desires to amend Chapter 1 - General Provisions, Sections 1.12 and 1.13, and Chapter 3 - Land Use, Section 3.29 of the Land Development Code to provide additional authority to the City Council for waivers related to the construction of mutual access easements/drives adjacent to major arterials and to establish a permit for the construction of such drives; and

WHEREAS, notice of a public hearing before the City Council was published in a newspaper of general circulation in Colleyville at least 15 days before such hearing.

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

- Sec. 1 THAT Chapter 1 - General Provisions, Sections 1.12 and 1.13 of the Land Development Code, are hereby amended to read as depicted in the attached Exhibit "A".
- Sec. 2. THAT Chapter 3 - Land Use, Section 3.29 of the Land Development Code is hereby amended to read as depicted in the attached Exhibit "B".
- Sec. 3. 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 Land Development Code 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. 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 this ordinance shall take effect immediately from and after its passage.
- Sec. 7. THAT all other provisions of the Land Development Code shall remain in full force and effect, except as amended herein.

AND IT IS SO ORDERED.

The first reading and public hearing being conducted on the 7th day of February 2017.

The second reading and public hearing being conducted on the 21st day of February 2017.

PASSED AND APPROVED BY A VOTE OF ____ AYES, ____ NAYS, AND ____ ABSTENTIONS ON THIS THE 21ST DAY OF FEBRUARY 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

1.9.C RECORDS

The Building Inspection Office shall maintain a record of all buildings or parcels of land for which a Certificate of Occupancy has been issued.

1.9.D CERTIFICATE OF OCCUPANCY APPLICATION

Application for a certificate of occupancy shall be made to the Building Inspection Office. No application for a certificate of occupancy shall be approved which does not, at a minimum, contain the following information: business name, business address, business phone number, type of proposed use, business owner, business owner's address, business owner's phone number and emergency phone number, applicant's driver's license number, applicant's date of birth, and applicant's signature.

1.9.E DISPLAY AND STATUS OF CERTIFICATE OF OCCUPANCY

1. All non-residential occupancies shall display a certificate of occupancy on the site and in a conspicuous place.
2. The holder of a certificate of occupancy for a non-residential occupancy is required to notify the Building Inspection Office of any change of address, name changes, or other pertinent information listed on the certificate of occupancy application.

Section 1.10 Project Under Construction at Time of Code Adoption

Nothing herein contained shall require any change in the plans, construction or designated use of a building actually under construction within the city on the effective date of this document and which entire building shall be completed within one (1) year from the effective date of the document or which building shall be maintained under continuous construction even though not completed within one (1) year. Nothing herein contained shall require any change in plan, construction or designated use of a building for which a building permit has been heretofore issued while such permit is valid and provided the building shall have been started within 180 days of the date of issuance of the permit and which entire building shall be maintained under continuous construction even though not completed within one (1) year.

Section 1.11 Compliance Required for Building Permits & Utility Services

No building or structure may be erected, constructed or installed on any lot, tract or parcel of land and public utilities shall not be extended or connected to a building or structure unless the lot, tract or parcel of land is in compliance with the provisions and requirements of this Land Development Code and all applicable Building Permits and authorizations to proceed are first obtained.

Section 1.12 Waivers and Appeals - Generally

Any person seeking approval of a development as required by this Land Development Code may request a waiver of or a variance from a requirement contained in this Code, or appeal a decision of an Administrative Official by submitting a request using the procedures described in this Chapter. Due to the unique arrangement and statutory organization of this Land Development Code, provisions for waivers, variances and appeals of administrative decisions vary from chapter to chapter. The following table shows the approval authority for waiver, variance and appeal requests for the specific chapters of this Land Development Code.

Exhibit "A"

Approval Authority for Waiver, Variance and Appeal Requests					
Chapter Title	City Council	P & Z Commission	ZBA	Sign Board	Staff
Chapter 2 – Definitions	N/A	N/A	See Section 1.16	N/A	N/A
Chapter 3 – Land Use	See Section 1.13	N/A	See Section 1.16	N/A	N/A
Chapter 4 – Landscaping & Buffering	See Section 1.13	N/A	N/A	N/A	See Section 4.6
Chapter 5 – Tree Preservation	See Section 1.13	See Section 1.14	N/A	N/A	N/A
Chapter 6 – Building Design	See Section 1.13	See Section 1.14	N/A	N/A	N/A
Chapter 7 – Sign Regulations	See Section 1.13	N/A	N/A	See Section 1.15	N/A
Chapter 8 – Platting Procedures (except perimeter streets)	See Section 1.13	See Section 1.14 & 7.2	N/A	N/A	N/A
Perimeter streets	See Section 1.13	N/A	N/A	N/A	N/A
Chapter 9 – Subdivision Design & Required Facilities	See Section 1.13	N/A	N/A	N/A	N/A
Chapter 10 – Private Streets & Entrance Gates	See Section 1.13	N/A	N/A	N/A	N/A
Chapter 11 – Park Land Dedication	See Section 1.13	N/A	N/A	N/A	N/A
Chapter 12 – Erosion Control	See Section 1.13	N/A	N/A	N/A	N/A
Chapter 13 – Impact Fees	See Section 1.13	N/A	N/A	N/A	N/A
Chapter 14 – Engineering Design	See Section 1.13	N/A	N/A	N/A	N/A
Chapter 15 – Public Works Construction Details	See Section 1.13	N/A	N/A	N/A	N/A

Note to table above: N/A – Not Authorized

Section 1.13 Waivers and Appeals – City Council

- A. Where specifically provided for in this Land Development Code, the City Council shall have the authority to consider requests for a waiver or to hear and decide an appeal from an administrative decision on a regulation. The City Council may approve, disapprove or modify such a request provided that such approval or modification will not be detrimental to the public safety, health, or welfare or injurious to other property. The applicant shall provide information to support a claim that there are extraordinary hardships or practical difficulties which may result from strict compliance with the regulation or that the public interest may be better served by an alternative proposal.
- B. Notwithstanding any provision of this Land Development Code relating to waiver procedures contained herein, and to the extent not otherwise prohibited by State law, the City Council shall have the authority to directly consider requests for a waiver to any regulation contained herein in connection with the construction of a mutual access easement/drive adjacent to a Major Arterial as defined in the thoroughfare plan. The City Council may approve, disapprove or modify such a request provided that such approval or modification will not be detrimental to the public safety, health, or welfare or injurious to other property. The applicant shall provide information to support a claim that there are extraordinary hardships or practical difficulties which may result from strict compliance with the regulation or that the public interest may be better served by an alternative proposal.

not less than five (5) feet in width unless every dwelling unit therein opens directly upon a front yard, rear yard or court yard-

2. Whenever a lot of record at the time of the effective date of this Chapter has a width of less than fifty (50) feet, the side yard on each side of a building may be reduced to a width not less than ten (10) percent of the width of the lot, but in no instance shall such width be less than four (4) feet.
3. On corner lots of record the yard adjacent to the side street shall not be less than fifteen (15) feet.
4. For commercial or industrial lots abutting a lot zoned CC1, CC2, CC3, CN, CPO or ML, subject to the approval of the city building official, a zero lot line is permitted on one side, provided a four hour fire wall is constructed at said zero lot line.

L. Rear Yard Adjustments – Rear yard requirements as established in *Section 3.24 - Schedule of District Regulations* may be adjusted in the following case:

1. Where a lot abuts an alley, one-half the alley width may be considered as part of the required rear yard.

M. Lot Area Per Family Adjustments – Lot area per family (dwelling unit) requirements as established in *Section 3.24. - Schedule of District Regulations* shall be adjusted in the following cases:

1. Where a lot of record or a lot in a subdivision which the Planning and Zoning Commission and City Council have officially approved and agreed to accept at the time of the effective date of this Chapter has less area or width than herein required, in the district in which it is located, said lot may nonetheless be used for a residential or nonresidential use, whichever is applicable, in the district in which it is located.

Section 3.29 – Parking Requirements

- A. Purpose – The purpose of this section is to require off-street parking and loading facilities proportional to the need created by each use. Where the minimum number of required parking spaces can not be calculated in accordance with the parking group schedule, the Building Official shall be authorized to determine the minimum number of required parking spaces using acceptable industry comparables.
- B. General Provision – In all zoning districts, there shall be provided in connection with the appropriate permitted use, off-street parking spaces in accordance with the provision of this section, unless a different parking standard has been set forth as a condition of a Special Use Permit or Planned Unit Development for a specific site. Existing facilities being used for off-street parking shall not be reduced in capacity to less than the minimum number of spaces prescribed, or altered in design or function to less than the minimum standards prescribed herein.
- C. Location of Parking – All required parking spaces shall be provided on the same lot or tract occupied by the use being served, except that where an increase in the number of spaces is required by a change or enlargement of a non-residential use, the additional required parking spaces may be located off-premises in accordance with the shared parking requirements contained in this section, unless a different parking standard has been set forth as a condition of a Special Use Permit or Planned Unit Development for a specific site. Required parking spaces for a residential use shall be provided on the lot or tract occupied by the use being served.
- D. Parking Space Locations Prohibited – No off-street parking space shall be located, either in whole or in part, within any fire lane, driveway, driving lane, or maneuvering area. Furthermore, no required off-street parking space shall be located, either in whole or in part, in a public street, sidewalk, parkway, alley or other public right of way.
- E. Parking Space Dimensions – No required off-street parking space shall be less than nine (9) feet in width by eighteen (18) feet in length.

- F. Mixed Use Parking – The parking requirements for a lot or building containing a mixture of uses shall be the sum of the requirements for each type of use. No parking space provided for one type of use or building shall be included in the calculation of the parking requirements for any other use or building. For multi-tenant developments containing greater than 30,000 square feet of floor area, the sum of the total number of required parking spaces may be reduced by ten percent (10%).
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1. The parking spaces are located within three-hundred feet from an entrance to the building or use being served, measured along the shortest available pedestrian route with public access.
 2. A copy of the written agreement, executed by the parties concerned, is furnished to the Building Official, assuring their retention for such purposes.
- H. Building Renovations – When an existing building or use is enlarged, structurally altered, or remodeled to the extent of increasing or changing the use by more than ten percent (10%), but less than fifty percent (50%), of the existing square footage, additional off-street parking shall be provided for the incremental increase in accordance with the off-street parking regulations set forth herein. When an existing building or use is enlarged, structurally altered, or remodeled to the extent of increasing or changing the use by fifty percent (50%) or more of the existing square footage, the off-street parking requirements for the entire building shall be comply with the parking regulations set forth herein.
- I. Supplemental Parking Space Requirements
1. Parking regulations are based on the gross floor area (GFA) of the building.
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 3. Wooden poles shall not be used for parking lot or site lighting for a non-residential use.
 4. Except for single-family dwelling units, parking spaces shall be arranged so that vehicles shall not be required to back out of the parking spaces directly into a street.
- J. Parking Group Schedule – The minimum number of off-street parking spaces to be provided in connection with the permitted use listed in Table 3-310, *Schedule of Permitted Principal Uses*, shall be in accordance with the following Table 3.29 – *Parking Group Schedule*.
- K. Mutual Access Easement/Drive along a Major Arterial
1. Permit: The City Council shall provide consent to approve a permit for the construction of a mutual access connection that requires a waiver to any provision in this Land Development Code. See Section 1.13.
 2. Conditions of Approval - The City Council may impose such safeguards, requirements and conditions as it deems are necessary to properly protect any surrounding property, surrounding use, or neighborhood character, including, without limitation, imposing development standards, requiring public facility improvements and means of ingress and egress of public streets, establishing conditions of operation, establishing time limits, establishing location, arrangement and construction of any uses or structures, adopting regulations to protect the general welfare and adjacent property from excessive noise, vibration, dust, dirt, smoke, fumes, gas, odor, explosion, glare, offensive view of other undesirable or hazardous conditions. All conditions imposed by the City Council shall be complied with prior to the issuance of a permit.

3. Required submittals

- a. Application – These forms are furnished by the Administrative Official
- b. Detailed site plan
- c. Parking analysis
- d. A shared parking agreement between the properties to be connected must be executed if the conditions of Section 3.29(g) are met

Table 3.29 Parking Group Schedule	
Parking Group	Minimum Number of Off-Street Parking Spaces
1	1 per unit
2	2 per unit
3	2 per unit, exclusive of "in-garage" parking
4	1 per unit plus 1 guest space per every 5 units
5	1 per 100 sq. ft. of gross floor area
6	1 per 150 sq. ft. of gross floor area
7	1 per 200 sq. ft. of gross floor area
8	1 per 300 sq. ft. of gross floor area
9	1 per 400 sq. ft. of gross floor area
10	1 per 500 sq. ft. of gross floor area
11	1 per 5 pupils plus drop-off and pick-up areas
12	1 per classroom plus 1 per each 2 students
13	1 per classroom plus 1 per 400 sq. ft. of office space
14	1 per 1.5 students and staff, based on capacity
15	1 per 3 students
16	1 per 200 sq. ft. of gross floor area plus 1 per 5,000 sq. ft. of exterior nursery area
17	1 per living unit
18	1 per 3 seats in primary seating area
19	1 per guest room plus 1 per 300 sq. ft. of office area – parking for restaurant additional
20	2 per hole
21	1 space
22	5 per hole (one per tee area for driving ranges)
23	5 per alley or table
24	As set by the SUP or PUD approved ordinance
25	Determined by the Building Official using acceptable industry comparables

Section 3.29.1 –Parking Space Construction Standards

- A. Dimensions – No parking space shall be less than nine (9) feet in width by eighteen (18) feet in length. The design and dimensions of off-street parking areas shall be in accordance with the following Table 3.29.1 – *Table of Parking Space Dimensions*.

Table 3.29.1 Table of Parking Space Dimensions					
Angles (Degrees)	0	30	45	60	90
Stall, Parallel to Aisle	23.0	18.0	12.7	11.4	9.0



City of Colleyville City Council Agenda Briefing

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

Agenda Number 6a

Agenda Date 02/07/2017

Number Resolution R-17-4088

Type Resolution

Department Community Development

Title

Request for a variance to the provisions of Section 7.175.D, Permanent Attached Signs – Classification and Regulations of the Land Development Code, specifically the permitted location of signage, on Lot 3A, Block 1, of the Kaybird Addition, located at 4718 Colleyville Boulevard, Case SC16-004

Strategy Map Connection

There is no strategy map connection for this item.

Explanation

Reading and Public Hearing

At the January 10, 2017 Sign Board of Appeals meeting the applicant's variance request failed to gain the required four affirmative votes necessary for approval. The Board voted 3-2 on a motion to approve the request, which subsequently resulted in denial. Per Section 1.15.H. of the Land Development Code, the applicant submitted a written notice of appeal within 10 days of the decision. The applicant now requests City Council consideration of the variance. The agenda briefing below details the variance request and includes additional information received from the applicant following the Sign Board of Appeals meeting.

The applicant, Daniel Rodriguez, of NW Sign Industries is requesting a variance to the requirements of Section 7.175.D - Permanent Attached Signs – Classification and Regulations of the Land Development Code. The applicant is requesting a variance to allow for the placement of a wall sign on a portico structure on the front of the multi-tenant shopping center. This structure spans more than one lease space and the proposed location is not permitted by the Land Development Code.

Existing Conditions/Background: The subject property is generally located on the northwest side of Colleyville Boulevard, south of Glade Road, and northwest of the Colleyville Downs shopping center. It is zoned CC-2 Shopping Center district and is currently a platted lot.

The subject property is currently undergoing a renovation which includes improvements to the building façade, additional parking, and interior renovations. Upon completion, Frost Bank will occupy the southwest corner of the shopping center.

Requested Variance: The applicant is requesting a variance to allow for the

placement of a wall sign on an exterior portico which spans two lease/tenant spaces.

Ordinance – Section 7.175.D - Permanent Attached Signs – Classification and Regulations of the Land Development Code establishes regulations for the location of Wall Signs:

"Wall Signs - A wall sign shall only be allowed over the premises on which it advertises and may be illuminated; provided, illuminated wall signs on rear building facades are prohibited."

Section 1.15 Waivers and Appeals – Sign Board of Appeals, states that the Sign Board of Appeals shall have the authority to hear and decide on requests for a variance from the requirements contained in Chapter 7 – Sign Regulations of the Land Development Code.

In considering such requests the Sign Board of Appeals shall:

"consider, among other things, the degree of variance, the reason for the variance requested, the location of the variance request, the duration of the requested variance, the effect on public safety, the protection of neighborhood property, the degree of hardship or injustice involved, and the effects of the variance on the general plan of regulation of signs within the City."

Analysis – The variance request up for consideration proposes to place a wall sign for Frost Bank (future tenant) on an exterior portico, which is the most prominent physical feature on the existing building. This location provides a high level of visibility for tenants, and allows the wall signage to be clearly seen by motorists traveling both north and south on Colleyville Boulevard. However, the proposed location does not comply with the requirements of the Land Development Code. As previously stated, *"A wall sign shall only be allowed over the premises on which it advertises"*. Based on the current configuration of lease spaces within the shopping center, the existing portico spans two lease spaces. Therefore, based on the current regulations neither tenant may locate a wall sign on the structure by right.

The configuration of the building and lease space which Frost Bank will occupy allows for adequate wall signage meeting the regulations without utilizing the portico. Specifically, the lease space to be occupied by Frost Bank has 31 feet of unobstructed wall space. This span of wall will permit an approximately 23 feet wide wall sign. The proposed wall sign up for consideration is 14 feet 7 ½ inches wide, thus complying with the regulations, and would be permitted by right in this location. The applicant contends that the permitted location will inhibit the visibility of the sign for motorists traveling south along Colleyville Boulevard. It should be noted that a monument sign is present on the site, and the future tenant of this lease space will be displayed on the monument sign adjacent to Colleyville Boulevard.

Public Notification: Staff mailed notices to property owners within 200 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. Staff followed the above mentioned notification procedures for the appeal to City Council. Re-notifications were sent on Friday, January 20, 2017. To date, staff has received no correspondence for the request.

Staff Recommendation: Due to the adequate alternatives for the placement of wall signage, and the available monument sign on the premises, staff recommends denial of the proposed variance.

Financial Impact

There is no financial impact to the City.

Recommendation

Denial

Attachments

1. Aerial Map
2. Zoning Map
3. Appeal Request
4. Proposed Sign and Location
5. Site Plan
6. Statement of Planning Objectives
7. Notification List
8. Notification Map
9. Resolution R-17-4088

AERIAL MAP



SC16-004

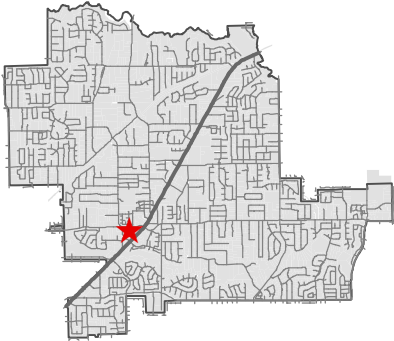
4718 COLLEYVILLE BOULEVARD

 Subject Property



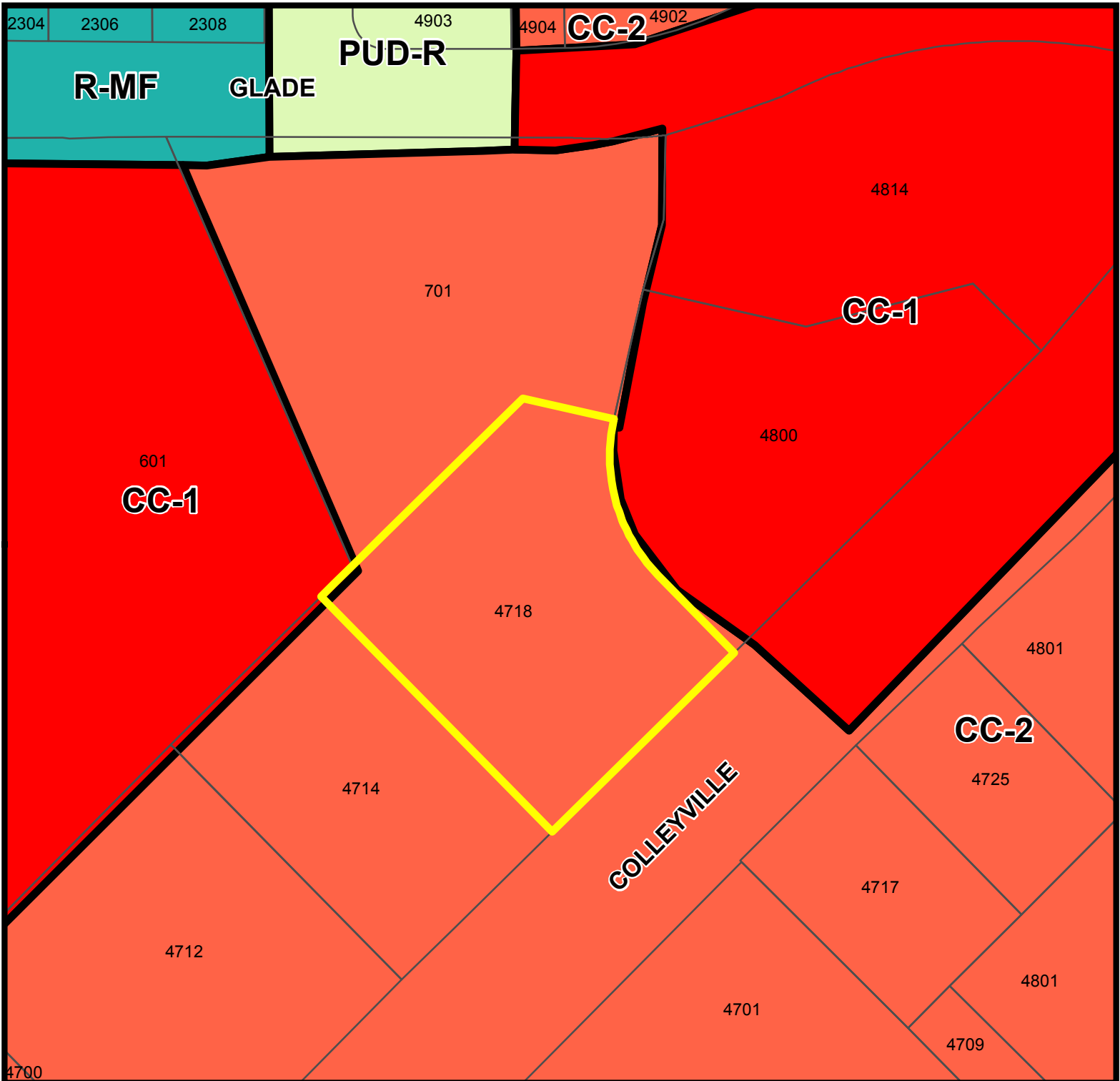
1 inch = 104 feet

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



1 inch = 104 feet

SC16-004

4718 COLLEYVILLE BOULEVARD

- Subject Property
- CC-1 Village Retail
- CC-2 Shopping Center
- PUD-R Planned Unit Development, Residential
- R-MF Multi-Family Residential

Vicinity Map



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Appeal Request

Shane Pace

From: Daniel Rodriguez
Sent: Monday, January 16, 2017 8:59 AM
To: Shane Pace
Cc: Araceli Botello; Goudge, Bobby; Mitchell Fonberg; Craig Waldrum
Subject: RE: January 10, 2017 - Sign Board of Appeals Meeting / Appeal Request
Attachments: Pages from Colleyville_16-63362-03_Frost_Colleyville_blvd_Colleyville_TX....pdf

Hello Shane,

Thanks for your input at the January 10, 2017 Sign Board Appeals Meets.

Based on your suggestion, Frost Bank would like to file an appeal for ruling on 01/10/2017 that was denied for sign location placement at:

4718 Colleyville Blvd
Colleyville, TX 76034

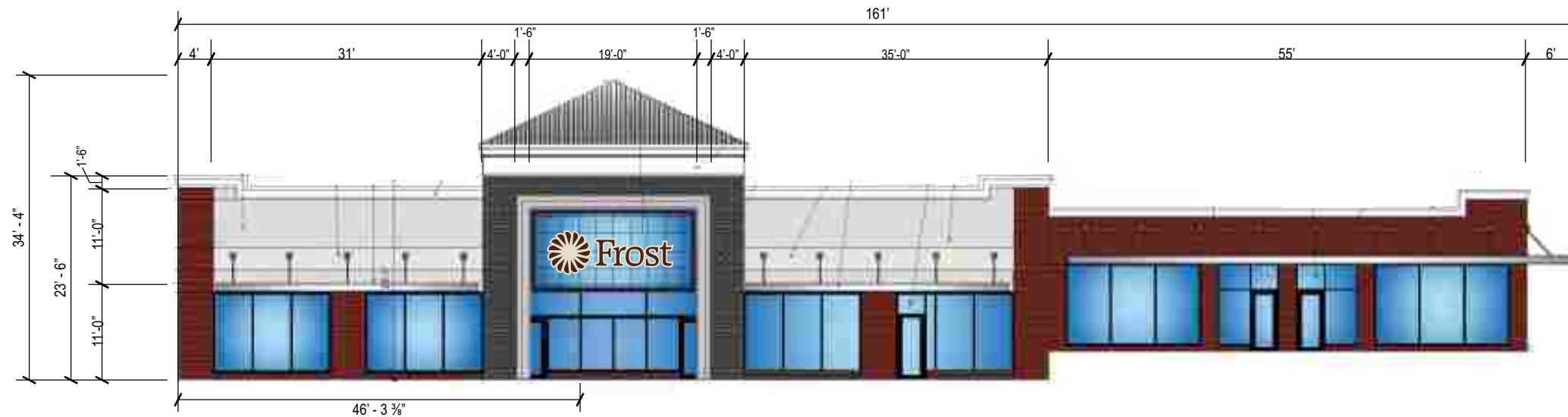
I have boxed each item "Logo" and "Frost" copy signage like was agreed and now signage is less than 55 square feet. See attached sheet for details.

For the next review I would like to include architect rendering showing full elevation of shopping center to help panel get a full view.

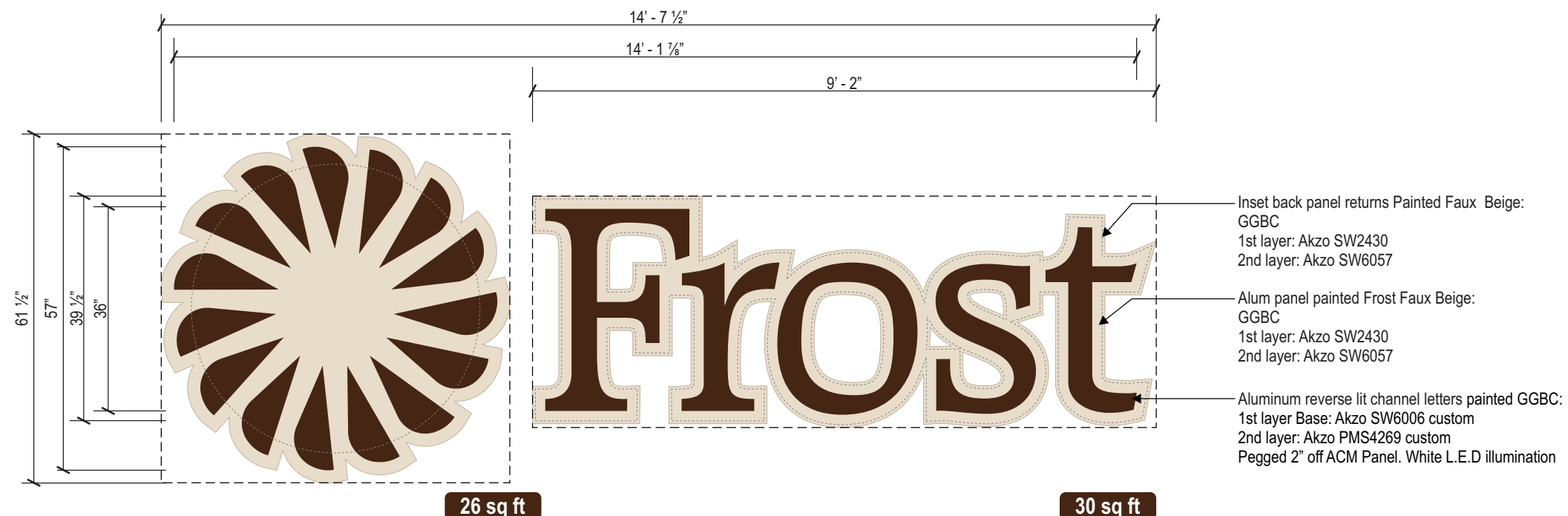
Is it acceptable to provide updated drawing?

Let us know when next meeting is scheduled.

Proposed Sign and Location



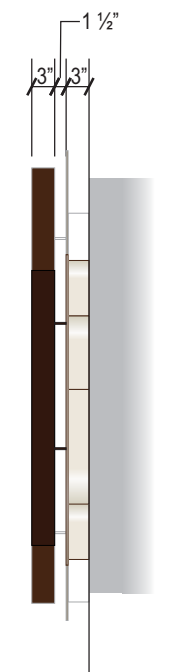
Front Elevation
scale: 3/32" = 1'-0"



2 **Halo Letters on Cloud - HL-36-LN-CLD**
scale: 1/2" = 1'-0"

2.2 **Mounting Structure - FRAME**
Frame system need for hanging over glass

56 sq ft



Side View
scale: 1/2" = 1'-0"

CLIENT NAME

Frost

ADDRESS

4718 Colleyville blvd Colleyville, TX 76034

SITE

Colleyville

PAGE NUMBER

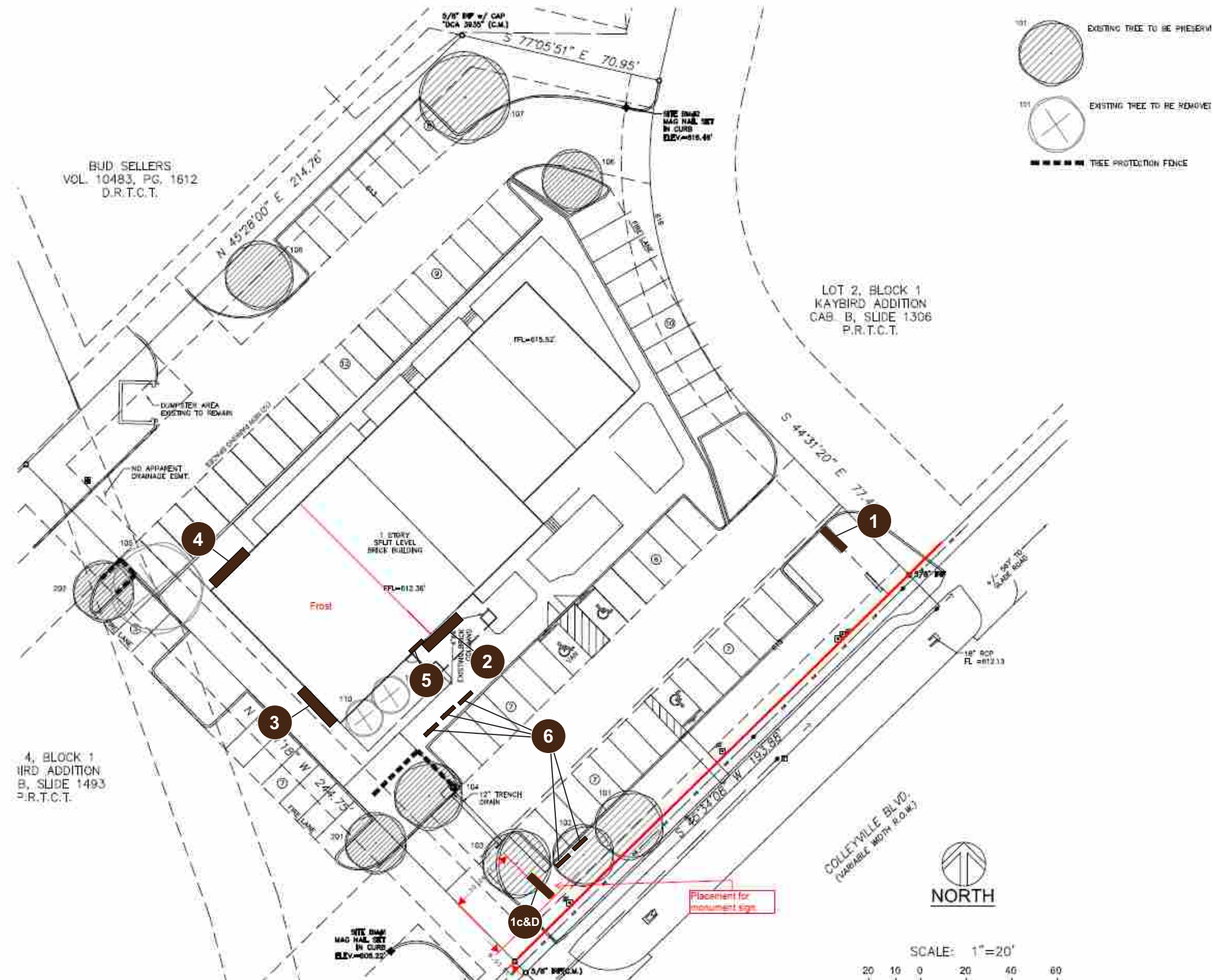
7

DRAWING NUMBER

16-63362-04

CORPORATE OFFICE: 360 CRIDER AVE MOORESTOWN, NJ 08057 P-856.802.1677 F-856.802.0412 **FLORIDA:** 9180 Boggy rd Units 7&8 Orlando, FL 32824 - **TEXAS:** 1170 109th st Grand Prairie, TX 75050

THIS IS AN ORIGINAL UNPUBLISHED DRAWING CREATED BY NW SIGN INDUSTRIES, INC. IT IS PROVIDED FOR THE EXCLUSIVE USE BY THE CUSTOMER AND FOR THE PROJECT NAMED IN THIS TITLE BLOCK. IT SHALL NOT BE PROVIDED TO ANY OTHER SIGN MANUFACTURER OR USED FOR ANY OTHER PROJECT WITHOUT THE WRITTEN PERMISSION OF NW SIGN INDUSTRIES, INC. THIS DRAWING IS AN INSTRUMENT OF SERVICE AND SHALL REMAIN THE EXCLUSIVE PROPERTY OF NW SIGN INDUSTRIES, INC. © NW SIGN INDUSTRIES, INC. 2017



SIGN SCHEDULE			
No.	Qty	Item Code	Item Description
1	2	HL-19-LN	Halo Letters
1.2	2	RF-41	Monument Faces
1.3	1	Stone	Stone Veneer
2	1	HL-36-LN-CLD	Halo Letters on Cloud
2.2	1	FRAME	Mounting Frame
3	1	HL-24-LN-CLD	Halo Letters on Cloud
4	1	HL-24-LN-CLD	Halo Letters on Cloud
5	1	DV-18	Door Vinyl Hours
6	5	I-18-BRW-P	Parking Sign

[illegible]

Statement of Planning Objectives



November 30, 2016

City of Colleyville
Community Development Department
100 Main Street
Colleyville, Texas 76034
(817) 503-1050

RE: Statement of Planning Objectives for Frost Bank Sign Variance

Site Address:
4718 Colleyville Blvd
Colleyville, TX 76034

This is a sign variance request for permission to fully utilize building architectural structure to prominently display anchor tenant front elevation wall sign. The newly remodeled building elevation now includes a portico structure that is designed to accommodate business signage; however portico structure is built as partial frontage for two tenants.

Current sign code allows sign placement over premises it advertises only. With your approval new proposed Frost Bank sign will encroach on front elevation of the second tenant.

Thank you,

Daniel Rodriguez
Director of Project Management
NW Sign Industries, Inc.

360 Crider Avenue
Moorestown, NJ 08057
(856) 802-1677
(856) 802-0412
www.nwsignindustries.com

1170 109th Street
Grand Prairie, TX 75050
(972) 602-9434
(972) 602-9461
www.nwsignindustries.com

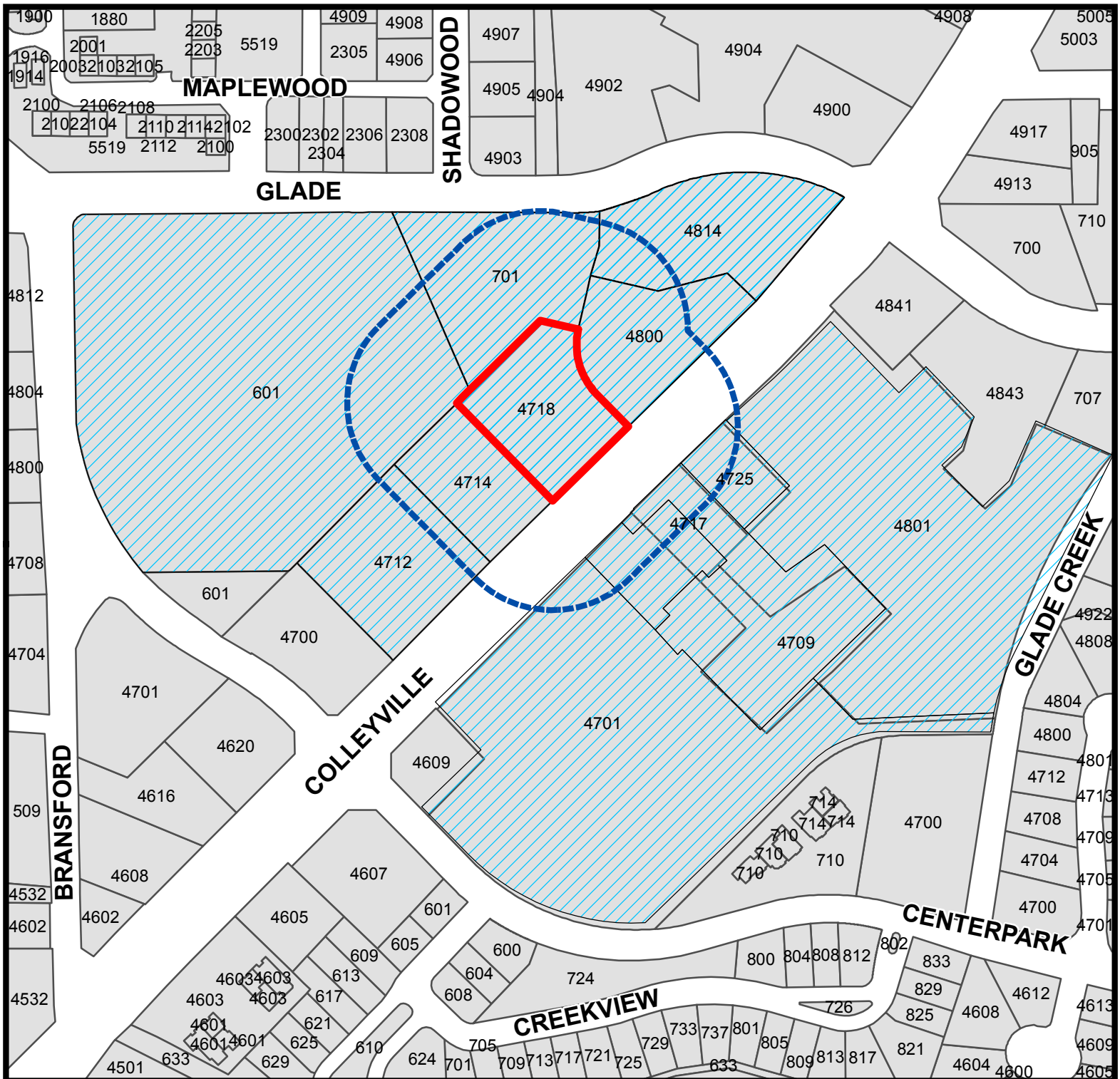
Notification List

Owner Name	Owner Address	Owner City	Owner Zip	Situs Address
KRG COLLEYVILLE LLC	30 S MERIDIAN ST STE 1100	INDIANAPOLIS, IN	46204	4801 COLLEYVILLE BLVD
KRG COLLEYVILLE LLC	30 S MERIDIAN ST STE 1100	INDIANAPOLIS, IN	46204	4709 COLLEYVILLE BLVD
CS RETAIL LLC	17000 DALLAS PKWY 123	DALLAS, TX	75248	4712 COLLEYVILLE BLVD
JAMESON, MARK	4814 COLLEYVILLE BLVD STE 1	COLLEYVILLE, TX	76034	4814 COLLEYVILLE BLVD ST
EDWARD D JONES & CO LP	PO BOX 66528	SAINT LOUIS, MO	63166	4814 COLLEYVILLE BLVD #
WORTHINGTON NATIONAL BANK	500 MAIN ST	FORT WORTH, TX	76102	4814 COLLEYVILLE BLVD
WORTHINGTON NATIONAL BANK	500W MAIN ST	FORT WORTH, TX	76102	4814 COLLEYVILLE BLVD
PRITCHETT, LISA	4800 COLLEYVILLE BLVD	COLLEYVILLE, TX	76034	4800 COLLEYVILLE BLVD
KRG COLLEYVILLE LLC	30 S MERIDIAN ST STE 1100	INDIANAPOLIS, IN	46204	4701 CENTERPARK DR
KRG COLLEYVILLE LLC	30 S MERIDIAN ST STE 1100	INDIANAPOLIS, IN	46204	4717 COLLEYVILLE BLVD
R&L CAPITAL PROPERTIES LLC	6903 SHEPHERDS GLN	COLLEYVILLE, TX	76034	4800 COLLEYVILLE BLVD
COLLEYVILLE ANIMAL CLINIC PA	701 GLADE RD	COLLEYVILLE, TX	76034	701 GLADE RD
FONBERG, PETER D	5452 GLEN LAKES DR STE 203	DALLAS, TX	75231	4718 COLLEYVILLE BLVD
STAR PAPA LP	PO BOX 99900	LOUISVILLE, KY	40269	4718 COLLEYVILLE BLVD #
KRG COLLEYVILLE LLC	30 S MERIDIAN ST STE 1100	INDIANAPOLIS, IN	46204	4725 COLLEYVILLE BLVD
CAC VETERINARY PROPERTIES LLC	701 GLADE RD	COLLEYVILLE, TX	76034	701 GLADE RD
KRG COLLEYVILLE LLC	30 S MERIDIAN ST STE 1100	INDIANAPOLIS, IN	46204	4714 COLLEYVILLE BLVD
GRAPEVINE COLLEYVILLE, ISD	3051 IRA WOODS AVE E	GRAPEVINE, TX	76051	601 GLADE RD

CAMBRIDGE PLACE HOA	821 CREEKVIEW LN.	COLLEYVILLE, TX	76034	COURTESY NOTICE
LAKEWOOD ESTATES HOA	P.O. BOX 1018	COLLEYVILLE, TX	76034	COURTESY NOTICE
SHADOWOOD TRAIL HOA	4113 GATEWAY DR., #100	COLLEYVILLE, TX	76034	COURTESY NOTICE
DANIEL RODRIGUEZ	1170 109th AVE.	GRAND PRAIRIE, TX	75050	APPLICANT
GRAPEVINE-COLLEYVILLE ISD	3051 IRA WOODS AVE E	GRAPEVINE, TX	76051	STATE LAW REQUIRED

Public hearing notices were mailed
Friday, January 20, 2017 by
Araceli Botello

NOTIFICATION MAP



SC16-004

4718 COLLEYVILLE BOULEVARD



1 inch = 250 feet

-  Subject Property
 200 ft. Buffer
 Properties within 200 ft.

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.

RESOLUTION R-17-4088

A RESOLUTION APPROVING AN APPEAL OF THE SIGN BOARD OF APPEALS DECISION REGARDING A VARIANCE REQUEST FROM THE SIGN REGULATIONS FOR LOT 3A, BLOCK 1, OF THE KAYBIRD ADDITION, LOCATED AT 4718 COLLEYVILLE BOULEVARD

WHEREAS, an appeal request has been received from Daniel Rodriguez regarding the decision of the Sign Board of Appeals; and

WHEREAS, Section 1.15 H., Waivers and Appeals – Sign Board of Appeals of the Land Development Code, authorizes the City Council to grant a waiver to the Sign Board of Appeals decision.

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

Sec. 1. THAT the request of Daniel Rodriguez, for a variance from Section 7-175.D – Sign Regulations of the Land Development Code regarding the permitted location of wall signage, to allow for the erection of a sign consistent with Exhibit "A" is hereby approved.

Sec. 2. THAT all provisions of the Land Development Code shall be met, except as amended herein.

AND IT IS SO RESOLVED.

PASSED AND APPROVED BY A VOTE OF ____ AYES, ____ NAYS, AND ____ ABSTENTIONS ON THIS THE 7TH DAY OF FEBRUARY 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	_____		

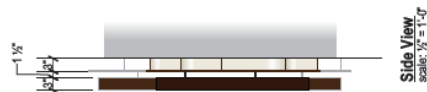
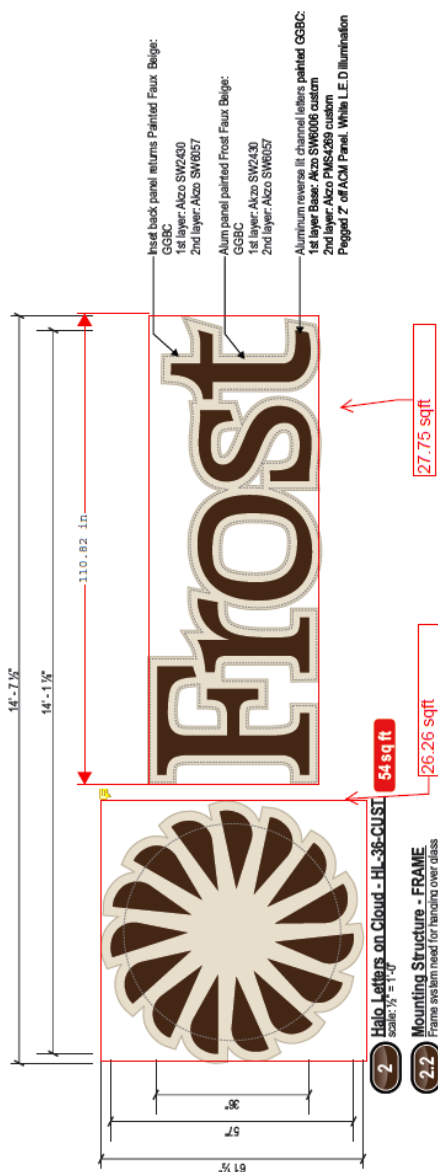
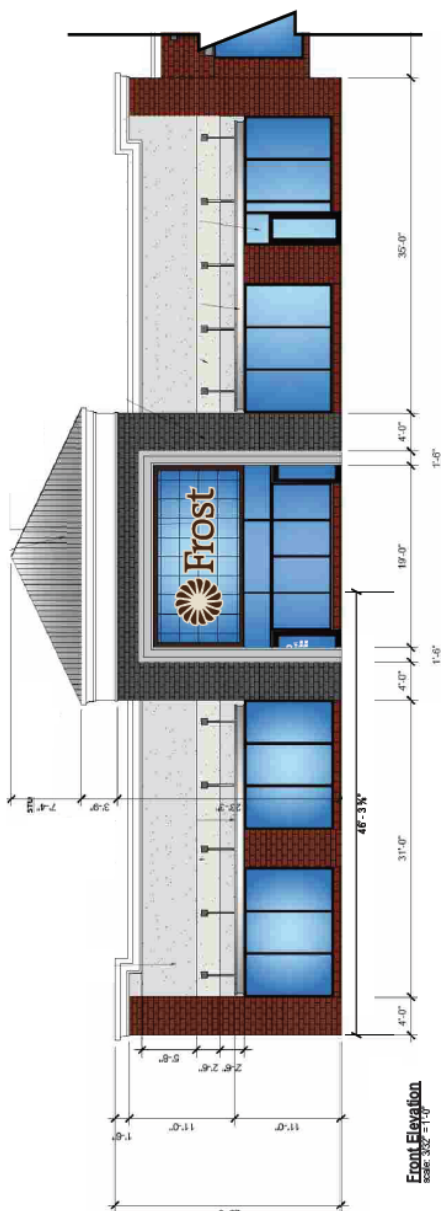
ATTEST:

CITY OF COLLEYVILLE

Amy Shelley, TRMC
City Secretary

Richard Newton
Mayor

Exhibit "A"





City of Colleyville City Council Agenda Briefing

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

Agenda Number 6b

Agenda Date 02/07/2017

Number Resolution R-17-4089

Type Resolution

Department City Secretary

Title

Approval of a resolution calling a General Election for the purpose of electing City Councilmembers to Place 3 and Place 4

Strategy Map Connection

B3- Utilize partnerships to implement cost-effective service solutions

B4- Cultivate a culture of transparency and consistent communication

Explanation

Reading and Public Hearing

This item provides for the election order calling a General Election for May 6, 2017, for the purpose of electing City Councilmembers to Place 3 and Place 4.

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

The attached proposed Resolution R-17-4089 provides the dates, times, and locations for voting on election day and during early voting, and information for City Council candidates regarding filing dates and times.

Financial Impact

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

Recommendation

Approve

Attachments

1. Resolution R-17-4089

RESOLUTION R-17-4089

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COLLEYVILLE, TEXAS, CALLING A GENERAL ELECTION FOR MAY 6, 2017, FOR THE PURPOSE OF ELECTING CITY COUNCILMEMBERS TO PLACE 3 AND PLACE 4 AND AUTHORIZING A JOINT ELECTION AGREEMENT AND CONTRACT FOR ELECTION SERVICES WITH TARRANT COUNTY ELECTIONS ADMINISTRATION

WHEREAS, the City of Colleyville, Texas, desires to conduct a General Election as set forth by the City of Colleyville Charter and Texas Election Code, Section 41.001, to be held on Saturday, May 6, 2017, at which time the voters will elect City Councilmembers to Place 3 and Place 4, including the conduct of early voting; and

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

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

- Sec. 1. THAT all matters stated hereinabove are found to be true and correct and are incorporated herein by reference as if copied in their entirety.
- Sec. 2. THAT a General Election is hereby called to elect City Councilmembers to Place 3 and Place 4, to serve until their successors are duly elected and qualified. Such election shall be held at Bransford Elementary School, 601 Glade Road, Colleyville, Texas, on Saturday, May 6, 2017, from 7:00 a.m. to 7:00 p.m.
- Sec. 3. THAT if a Run-Off Election is necessary, it shall be held in compliance with the Texas Election Code and requirements of the City of Colleyville Charter.
- Sec. 4. THAT qualified persons for City Council may file as candidates by filing applications in the Office of the City Secretary, 100 Main Street, Colleyville, Texas, Wednesday, January 18, 2017 through Friday, February 17, 2017, Monday through Friday, from 8:00 a.m. to 5:00 p.m.

- Sec. 5. THAT Stephen Vickers, Chief Deputy Elections Administrator, or his successor, 2700 Premier Street, Fort Worth, Texas 76111, is hereby appointed as Early Voting Clerk and may appoint additional deputy early voting clerks, as necessary, to properly conduct the election. Applications for ballot by mail must be received by mail no later than the close of business on Tuesday, April 25, 2017 (Mailing address: Tarrant County Elections, Attention: Stephen Vickers, Early Voting Clerk, or his successor, P.O. Box 961011, Fort Worth, Texas, 76161-0011).
- Sec. 6. THAT Early Voting shall be conducted at Tarrant County's Main Early Voting location: Tarrant County Elections Center, 2700 Premier Street, Fort Worth, Texas 76111; Colleyville City Hall, 100 Main Street, Training Room, second floor, and branch offices for early voting by personal appearance shall also be established as outlined in the Election Agreement with Tarrant County Elections Administration.
- Sec. 7. THAT early voting shall begin on Monday, April 24, 2017, and shall end Tuesday, May 2, 2017, and the dates and times shall be as set forth below:
- | | | |
|---------------|------------------|------------------------|
| April 24 – 28 | Monday – Friday | 8:00 a.m. - 5:00 p.m. |
| April 29 | Saturday | 7:00 a.m. - 7:00 p.m. |
| April 30 | Sunday | 11:00 a.m. - 4:00 p.m. |
| May 1 – 2 | Monday – Tuesday | 7:00 a.m. - 7:00 p.m. |
- Sec. 8. THAT Tarrant County's voting equipment shall be employed for the regular municipal election, including early voting, herein ordered in compliance with the provisions of Chapter 121 of the Texas Election Code, as amended.
- Sec. 9. THAT Tarrant County Elections Administration will assume the responsibility for the Election Officers and the Early Voting Ballot Board in accordance with the provisions of an Election Agreement for the conduct of the election on the aforesaid election date and the Mayor shall execute such Election Agreement on behalf of the City.

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

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF _____ AYES, _____ NAYS, AND _____ ABSTENTIONS, THIS THE 7TH DAY OF FEBRUARY 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



City of Colleyville City Council Agenda Briefing

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

Agenda Number 6c

Agenda Date 02/07/2017

Number Resolution R-17-4090

Type Resolution

Department Finance

Title

Approval of a resolution accepting the annual audit for Fiscal Year ended September 30, 2016

Strategy Map Connection

B4- Cultivate a culture of transparency and consistent communication

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

Explanation

Reading and Public Hearing

On Tuesday, January 17, 2017, the Audit Committee met with John Manning, the audit engagement partner with the City's audit firm, Pattillo, Brown and Hill, L.L.P., to review the results of the annual audit for Fiscal Year ended September 30, 2016, and the Statement on Auditing Standards 114 audit management letter. The City received an unmodified audit opinion (Independent Auditor's Report), which is the most favorable audit opinion an entity can receive. John Manning will be present to give a brief presentation regarding the annual audit.

The Comprehensive Annual Financial Report (CAFR) for Fiscal Year ended September 30, 2016 is attached. A public copy of the CAFR is also available for review in the Finance Department, Office of the City Secretary, and Colleyville Public Library. The CAFR will also be available for review on the City's web site in the Public Documents section after acceptance by the City Council.

Financial Impact

There is no financial impact to the City.

Recommendation

Approve

Attachments

1. Comprehensive Annual Financial Report Year Ended September 30, 2016
2. Resolution R-17-4090

**CITY OF
COLLEYVILLE, TEXAS**

COMPREHENSIVE ANNUAL FINANCIAL REPORT

YEAR ENDED SEPTEMBER 30, 2016

Prepared by
Finance Department

Brian Hogan
Chief Financial Officer

Karen Hines
Accounting Manager

CITY OF COLLEYVILLE, TEXAS

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CITY OF COLLEYVILLE, TEXAS

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CITY OF COLLEYVILLE, TEXAS

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CITY OF COLLEYVILLE, TEXAS

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INTRODUCTORY SECTION

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Integrity ★ Service ★ Innovation

February 7, 2017

To the Citizens of the City of Colleyville:

The Comprehensive Annual Financial Report of the City of Colleyville (the "City") for the fiscal year ended September 30, 2016, is hereby submitted. Responsibility for both the accuracy of the data, and completeness and fairness of the presentation, including all disclosures, rests with the City. To the best of our knowledge and belief, the enclosed data are accurate in all material respects and are reported in a manner designed to present fairly the financial position, results of operations and cash flows of the various funds of the City. All disclosures necessary to enable the reader to gain an understanding of the City's financial activities have been included.

In developing and evaluating the City's accounting system, consideration is given to the adequacy of internal accounting controls. These controls are designed to provide reasonable, but not absolute, assurance regarding the safeguarding of assets against loss from unauthorized use or disposition, and the reliability of financial records for preparing financial statements and maintaining accountability for assets. The concept of reasonable assurance recognizes that the cost of a control should not exceed the benefits likely to be derived, and the evaluation of costs and benefits requires estimates and judgments by management. We believe that the City's current system of internal controls adequately safeguards assets and provides reasonable assurance of proper recording of financial transactions.

As required by the City's charter, the financial statements have been audited by Pattillo, Brown & Hill, L.L.P., a firm of certified public accountants. The goal of the independent audit was to provide reasonable assurances that the financial statements of the City of Colleyville for the fiscal year ended September 30, 2016, are free of material misstatement. The independent audit involved examining on a test basis, evidence supporting the amounts and disclosures in the financial statements; assessing the accounting principles used and significant estimates made by management; and evaluating the overall financial statement presentation. The independent auditor concluded, based upon the audit, that there was a reasonable basis for rendering an unqualified opinion that the City of Colleyville's financial statements for fiscal year ended September 30, 2016, are presented in conformity with generally accepted accounting principles (GAAP).

As required by GAAP, management provides a narrative introduction, overview and analysis to accompany the basic financial statements in the form of Management's Discussion and Analysis (MD&A). This letter of transmittal is designed to complement the MD&A and should be read in conjunction with it. The City's MD&A can be found immediately following the independent auditors report.

PROFILE OF THE GOVERNMENT

On January 10, 1956, the City of Colleyville was incorporated and adopted a home-rule charter on January 15, 1977. It has a Council-Manager form of government with policy making and legislative authority vested in a governing body consisting of a Mayor and six Council members. The Mayor and Council are responsible for passing ordinances, adopting the budget, appointing board and committee members, and hiring the City Manager. The City Manager is responsible for carrying out the policies and ordinances of the Mayor and Council, overseeing the day-to-day operations of the City, and appointing department directors upon confirmation by the City Council. The Mayor and six Council members are elected on an at large, non-partisan basis for three year terms. The three year terms are staggered so that the Mayor and City Council persons from Place 1 and 2 are elected in year one, City Council persons from Places 3 and 4 are elected in year two, and City Council persons from Places 5 and 6 are elected in year three. Per the City Charter, no one person can serve as a council member or mayor for more than two consecutive three year terms.

The City provides a full range of municipal services. These services include police and fire protection, municipal court, streets, drainage utility, leisure services (parks and recreation, Colleyville Center and library), water and sewer, engineering/community development, and general administrative services. Based upon the criterion set forth in generally accepted accounting principles, the following organizations are includable within the City's reporting entity:

<u>Entity</u>	<u>Method of Inclusion</u>
Colleyville Economic Development Corporation (CEDC)	Blended
Colleyville Crime Control and Prevention District	Blended
Colleyville Tax Investment Financing Reinvestment Zone Zone Number One (TIF)	Discretely Presented

The City Charter of the City of Colleyville establishes the fiscal year as October 1 through September 30. The Charter requires the City Manager to submit a proposed budget and accompanying budget message to the City Council each year and the proposed budget is presented to the City Council at a budget work session. After public hearings at two consecutive regular City Council meetings, the Council may adopt the proposed budget, with or without amendment. The budget ordinance is to be adopted no later than the 30th day of September and requires an affirmative vote of a majority of the Council. The City maintains budgetary control by adopting an annual operating budget for the General Fund, Debt Service Fund, Drainage Utility Fund, and Water and Sewer Enterprise Fund. Detail control is maintained at the line item level by encumbering available funds at the time a purchase order is written. Encumbrances lapse at fiscal year-end, but can be re-appropriated through a budget amendment during the following fiscal year. The City Manager is authorized to transfer budgeted amounts between departments within any fund. However, any revisions that alter the total expenditures of any fund must be approved by the City Council.

LOCAL ECONOMY

The City of Colleyville is a residential-oriented community located 11 miles northeast of the City of Fort Worth, 22 miles northwest of Dallas and 5 miles west of Dallas/Fort Worth International Airport in Northeast Tarrant County. Relocations of residents to the City continued in fiscal year 2016, as did commercial development. During the fiscal year, the City issued 182 residential building permits and the average appraised value of a residential property was \$460,461. The City also issued 106 certificates of occupancy for new, remodeled, and expanding businesses. The City's strong economy supports a 94% occupancy rate of existing retail and office spaces.

In fiscal year 2016, commercial developments continued to bring new tenants and sales tax dollars to Colleyville. The City's growing daytime population from businesses that employ professionals has helped support many restaurant "firsts" that include

- First Black Walnut Café in Tarrant County
- First Teriyaki Madness in Tarrant County
- First Tio Carlos Mexican-Latin Grill in Tarrant County
- First Crepes Bistro in Texas
- First Buttermilk Sky Pie Shop in Texas (based in Tennessee)
- First Teddy's Bigger Burgers in Texas (based in Hawaii)
- Craft and Crab Seafood House (destination style concept)

Other commercial developments include

- Green Office Park – a two building, 16,960 square foot development that will be anchored by Lighthouse Family Medicine
- Village Creek - a 30,000 square foot, three-story project by Compass Realty that will house Colleyville's first Class A office space
- Renovations and improvements of a 10,000 square foot strip center across from Colleyville Downs. The building is configured to house five tenants including an existing Pappa John's. The property ownership group is reviewing multiple Letters of Interest to select the best fits to complete the site

Transportation projects completed in fiscal year 2016 include State Highway/Colleyville Boulevard (final construction of Phase 1 and final design of Phases II and III), Pleasant Run Road street reconstruction and trail improvements, and the final design of Phase I for Glade Road. Local road rehabilitation and resurfacing projects completed in 2016 include:

- Renfro Road
- Chisolm Court, Tumbleweed Court, and Wagonwheel Court
- Bandit Trail, Overland Trail, Windswept Trail, and Sagebrush Street
- Gary Lynne Drive, Jo Carol Drive, and Bedford Road
- Reagan Road, Lowrie Road, and Westcoat Drive (L. D. Lockett to McDonwell School Road).

Transportation projects in progress at the end of fiscal year 2016 are State Highway/Colleyville Boulevard (construction of Phases II and III) and Cheek-Sparger Road rehabilitation.

For the Future. In fiscal year 2017, major transportation projects include ongoing construction for Phases II and III of State Highway 26/Colleyville Boulevard and Glade Road (right of way acquisition, maintenance, and continuing design work for Phases II, III, and IV). Street rehabilitation projects scheduled include Hunter Lane, John McCain Road, Westcoat Road (McDonwell School Road to John McCain), L. D. Lockett, and Pleasant Run (Shelton to John McCain) roads.

FINANCIAL INFORMATION

Financial Policies

The City of Colleyville operates under financial policies that include multiple components to provide consistency, clarity, and appropriate statutory compliance in the City's financial processes. The City's Charter provides a strong foundation, outlining requirements for the annual budget, monthly financial reports, and annual audit. Additional policies such as the Investment Policy, reviewed annually by the City Council, and the Fund Balance Policy, reviewed every three years by the Audit Committee, provide further detail and guidance. Decisions are also made in accordance with any existing bond covenants or state law.

Long Term Financial Planning

In Fiscal Year 2005, the City Council adopted a Fund Balance Policy requiring a 90 day reserve for fund balance in both the General Fund and the Utility Fund. In Fiscal Year 2011, the policy was updated to reflect the designations of non-spendable, restricted, committed, assigned and unassigned as required by GASB 54. It was reviewed by the Audit Committee in May 2014 and there were no changes. At the end of Fiscal Year 2016, both the General Fund and the Utility Fund have a fund balance in excess of the required 90 day reserve. Amounts in excess of the reserve may be used to fund one-time capital expenditures.

In Fiscal Year 2014, the City Council adopted the City's Strategy Map, which incorporated focus areas that had been present in prior strategic plans dating back to 2010. The four focus areas are:

- Protect and Preserve Colleyville Neighborhoods
- Provide Sustainable Government
- Encourage Economic Development
- Provide Core Services

There are four perspectives from which to view, and address, the focus areas:

- Learning and Growth
- Financial Stewardship
- Business Management
- Customer Service

Each perspective is represented by a tier on the Strategy Map and contains objectives that must be achieved to ensure we are ultimately delivering on our focus areas. Input from the biennial citizen survey, biennial employee survey, and the City Council was used to select objectives included on the Strategy Map.

In fiscal year 2016, departments updated Business Plans, which identify their core services, as well as strengths and opportunities for each. Each core service is also linked to one or more objectives on the City's Strategy Map, providing linkages and responsibility for furthering the City's goals. Department business plans are updated in advance of, and ultimately drive, all budget requests. The future outlook section of the Business Plans ensures that staff is constantly monitoring needs and trends on the horizon.

As a part of the annual budget process, an updated five-year forecast for the general fund is presented to the City Council. The budget process also includes an annual update of the five-year capital improvements program (CIP). Improving the process each year, the CIP now includes specific street projects to be completed as opposed to a single project budget for all street maintenance that does not specifically identify streets to be improved. In Fiscal Year 2015, the City's Water and Wastewater Master Plan was updated and identifies future utility projects that are needed, which will be prioritized and scheduled in future CIPs. In Fiscal Year 2016, an ad hoc Water and Wastewater citizen committee evaluated the rate structure, ultimately recommending changes that were adopted by the City Council. Risk to the City is minimized under the new rate structure, which recovers all of the City's distribution and collection costs in the base rate component and costs related to the purchase of treated water or wastewater treatment are recovered in the volumetric component of the rate. Capital projects will be funded using available cash in the Utility Fund. In the next twelve months, the City Council intends to evaluate adding a third component to the rate structure to fund capital projects, which will replenish available cash once current balances have been spent down.

AWARDS AND ACKNOWLEDGEMENTS

Awards. The Government Finance Officers Association of the United States and Canada (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to the City of Colleyville for its comprehensive annual financial report for the fiscal year ended September 30, 2015. This was the 27th consecutive year that the City has received this prestigious award. In order to be awarded a Certificate of Achievement, a government must publish an easily readable and efficiently organized comprehensive annual financial report. This report must satisfy both generally accepted accounting principles and applicable legal requirements.

A Certificate of Achievement is valid for a period of one year only. We believe that our current comprehensive annual financial report continues to meet the Certificate of Achievement Program's requirements and we are submitting it to GFOA to determine its eligibility for another certificate.

In addition, the City also received the GFOA's Distinguished Budget Presentation award for its annual budget dated October 1, 2015. In order to qualify for this award, the City's budget document was judged to be proficient in several categories, including as a policy document, a financial plan, an operations guide, and a communications device.

Acknowledgements. The preparation of this report could not be accomplished on a timely basis without the dedicated endeavors of the entire staff of the Finance Department. We would like to express our sincere appreciation to all employees who contributed to the preparation. Additionally, we would also like to thank the Mayor, City Council, and City Manager for their support in planning and conducting the financial operations of the City in a responsible and progressive manner.

Respectfully submitted,

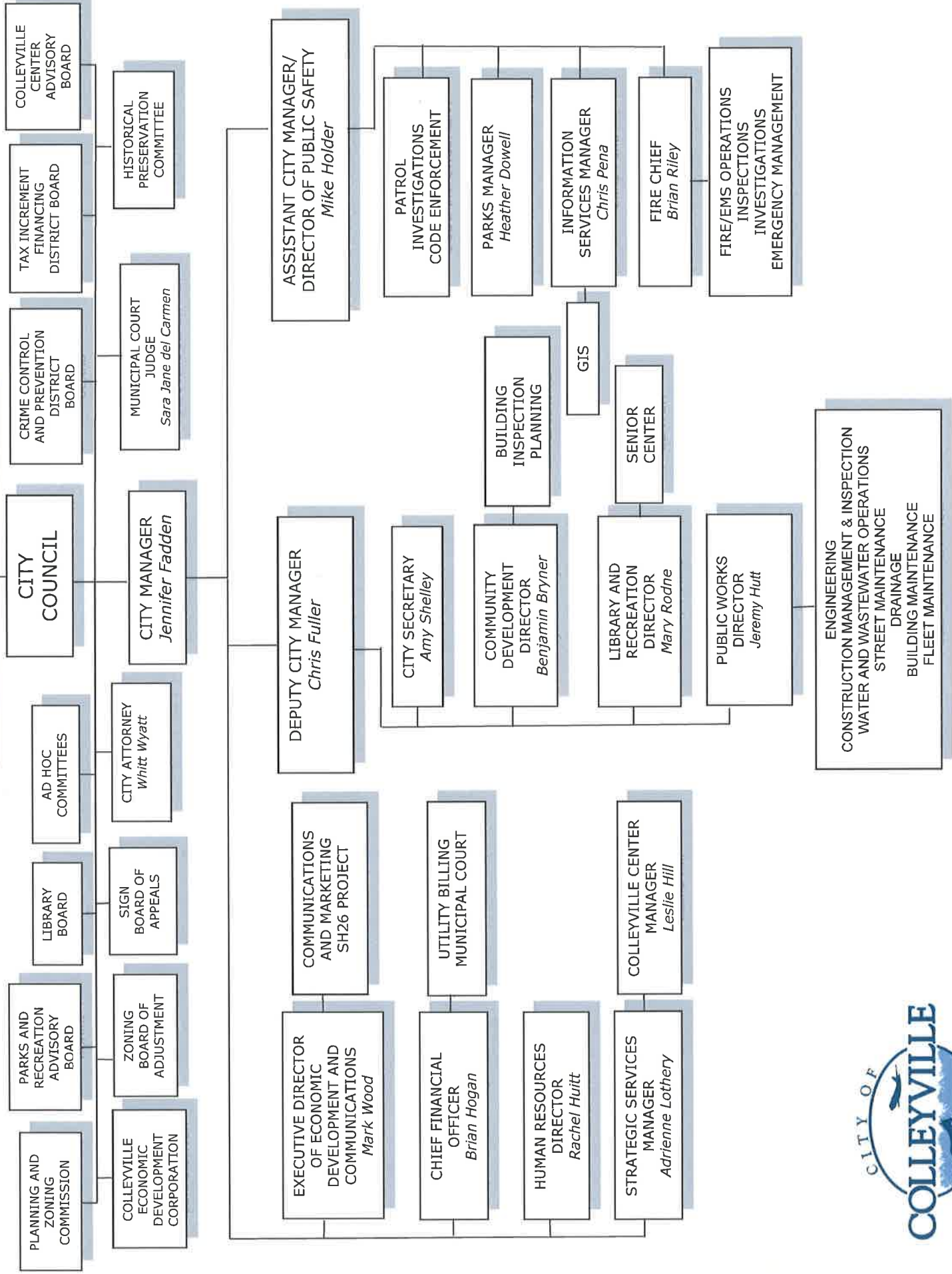


Brian Hogan, CPA, CGFO
Chief Financial Officer



Karen Hines
Accounting Manager

CITIZENS OF COLLEYVILLE





Government Finance Officers Association

**Certificate of
Achievement
for Excellence
in Financial
Reporting**

Presented to

**City of Colleyville
Texas**

For its Comprehensive Annual
Financial Report
for the Fiscal Year Ended

September 30, 2015

Executive Director/CEO

CITY OF COLLEYVILLE, TEXAS

**HOME RULE, COUNCIL – MANAGER
FORM OF GOVERNMENT**

CITY OFFICIALS

YEAR ENDED SEPTEMBER 30, 2016

Richard Newton
Mayor

Tammy Nakamura
Councilmember, Place 1

Bobby Lindamood
Councilmember, Place 2

Chris Putnam
Mayor Pro Tem and
Councilmember, Place 3

Jody Short
Councilmember, Place 4

Nancy Coplen
Councilmember, Place 5

Mike Taylor
Councilmember, Place 6

Jennifer Fadden
City Manager

Brian Hogan
Chief Financial Officer

Karen Hines
Accounting Manager

FINANCIAL SECTION

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P A T T I L L O , B R O W N & H I L L , L . L . P .
CERTIFIED PUBLIC ACCOUNTANTS ■ BUSINESS CONSULTANTS

INDEPENDENT AUDITORS' REPORT

To the Honorable Mayor and
Members of the City Council
City of Colleyville, Texas

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of City of Colleyville, Texas, as of and for the year ended September 30, 2016, and the related notes to the financial statements, which collectively comprise the City of Colleyville, Texas' basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the City of Colleyville, Texas, as of September 30, 2016, and the respective changes in financial position, and, where applicable, cash flows thereof and the respective budgetary comparison for the General Fund, for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, schedule of changes in net pension liability and related ratios and schedule of contributions, on pages 19-29 and 81-82 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City of Colleyville, Texas' basic financial statements. The introductory section, combining and individual nonmajor fund financial statements and schedules, and statistical section, are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining and individual nonmajor fund financial statements and schedules are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual nonmajor fund financial statements and schedules are fairly stated in all material respects in relation to the basic financial statements as a whole.

The introductory and statistical sections have not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on them.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated February 3, 2017, on our consideration of the City of Colleyville, Texas' internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering City of Colleyville, Texas' internal control over financial reporting and compliance.

Pattillo, Brown + Hill, L.L.P.

Waco, Texas
February 3, 2017

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MANAGEMENT'S DISCUSSION AND ANALYSIS

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Management's Discussion and Analysis

As management of the City of Colleyville, we offer readers of the City's financial statement this narrative overview and analysis of the financial activities of the City for the fiscal year ended September 30, 2016. We encourage readers to consider the information presented here in conjunction with additional information that we have furnished in our letter of transmittal, which can be found on pages 3 – 7 of this report.

FINANCIAL HIGHLIGHTS

- The assets of the City of Colleyville exceeded its liabilities as of September 30, 2016, by \$202,117,814 (net position). Of this amount, \$38,061,029 (unrestricted net position) may be used to meet the City's ongoing obligations to citizens and creditors in accordance with the City's fund designation and fiscal policies.
- The City's total net position increased by \$2,950,977 from FY 2016 operations.
- As of the close of the current fiscal year, the City of Colleyville's governmental funds reported combined ending fund balances of \$39,057,347. Of this amount, \$8,719,620 is unassigned fund balance available for use within the City's fund designation and fiscal policies.
- As of September 30, 2016, unreserved, unassigned fund balance for the General Fund was \$8,719,620 or 44.8% of the total General Fund expenditures.

OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as an introduction to the City's basic financial statements. The City's basic financial statements are comprised of three components: (1) government-wide financial statements, (2) fund financial statements and (3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

Government-wide financial statements – The government-wide financial statements, which begin on page 33 of this report, are designed to provide readers with a broad overview of the City's finances, in a manner similar to a private-sector business.

The Statement of Net Position presents information on all of the City's assets, liabilities, and deferred inflows/outflows of resources, with the difference between the two reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the City is improving or deteriorating.

The Statement of Activities presents information showing how the City's net position changed during the fiscal year. All changes in net position are reported when the underlying event giving rise to the change occurs, regardless of the timing of related cash flows.

Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in the future fiscal periods (e.g., uncollected taxes and earned but unused compensated absences). Both of the government-wide financial statements distinguish functions of the City that are principally supported by taxes and intergovernmental revenues (governmental activities) from functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities). The governmental activities of the City include General Government, Community Development and Engineering, Fire and Rescue, Leisure Services, Maintenance, Municipal Court, Police, and Streets and Drainage. The business-type activities of the City include Water and Wastewater, and Drainage Utility.

Fund financial statements – A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The City, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All funds of the City can be divided into two categories – governmental funds and proprietary funds.

Governmental Funds – Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on current sources and uses of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental funds balance sheet and the governmental fund statements of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

Beginning on page 37 of this report, information is presented separately in the Governmental Fund Balance Sheet and in the Governmental Fund Statement of Revenues, Expenditures, and Changes in Fund Balances for the General Fund, Capital Projects and Debt Service Fund, all of which are considered to be major funds. Data from the other governmental funds are combined into a single, aggregated presentation. Individual fund data for each of these non-major governmental funds is provided in the form of combining statements elsewhere in this report.

Proprietary Funds – The City maintains one type of proprietary fund. Enterprise Funds are used to report the same functions presented as business-type activities in the government-wide financial statements. The City uses Enterprise Funds to account for the Water and Wastewater and Drainage Utility Funds.

Proprietary funds provide the same type of information as the government-wide financial statements, only in more detail. The basic proprietary fund financial statements which begin on page 45 of this report provide separate information for the Water and Wastewater and Drainage Utility Enterprise Funds since these are considered to be major funds of the City.

Notes to the Financial Statements – The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages 50 – 78 of this report.

Other Information – In addition to the basic financial statements and accompanying notes, this report also presents combining fund statements and schedules that further support the information in the financial statements. The combining fund statements and schedules for nonmajor funds are presented immediately following the notes to the financial statements beginning on page 85 of this report.

GOVERNMENTAL-WIDE FINANCIAL ANALYSIS

As noted earlier, net position may serve over time as a useful indicator of government's financial position. In the case of the City of Colleyville, assets exceeded liabilities by \$202,117,814 as of September 30, 2016.

The largest portion of the City's net position (\$141,992,778) reflects its investments in capital assets (e.g., land, building, equipment, improvements, construction in progress and infrastructure), less any outstanding debt used to acquire those assets. The City uses these capital assets to provide service to citizens; consequently, these assets are not available for future spending. Although the City's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

CITY OF COLLEYVILLE'S NET POSITION

	Governmental Activities		Business-type Activities		Totals	
	2016	2015	2016	2015	2016	2015
Current and other assets	\$ 44,128,921	\$ 42,899,632	\$ 17,675,366	\$ 17,075,594	\$ 61,804,287	\$ 59,975,226
Capital assets	111,178,574	113,463,038	45,067,040	46,323,327	156,245,614	159,786,365
Total assets	155,307,495	156,362,670	62,742,406	63,398,921	218,049,901	219,761,591
Deferred outflow of resources	4,730,558	325,573	723,084	142,715	5,453,642	468,288
Total deferred outflow of resources	4,730,558	325,573	723,084	142,715	5,453,642	468,288
Other liabilities	3,997,794	3,937,454	1,862,421	2,247,804	5,860,215	6,185,258
Long-term liabilities	15,158,243	13,668,452	780,000	1,209,332	15,938,243	14,877,784
Total liabilities	19,156,037	17,605,906	2,642,421	3,457,136	21,798,458	21,063,042
Deferred inflow of resources	38,650	-	5,171	-	43,821	-
Total deferred inflow of resources	38,650	-	5,171	-	43,821	-
Net position:						
Net investment in capital assets	97,982,160	98,958,693	44,010,618	44,823,618	141,992,778	143,782,311
Restricted	22,064,007	19,442,231	-	-	22,064,007	19,442,231
Unrestricted	20,797,199	20,681,413	17,263,830	15,260,882	38,061,029	35,942,295
Total net position	\$ 140,843,366	\$ 139,082,337	\$ 61,274,448	\$ 60,084,500	\$ 202,117,814	\$ 199,166,837

A portion of the City's net position (\$22,064,007) represents resources that are subject to external restriction on how they may be used. The remaining balance (\$38,061,029) of unrestricted net position may be used to meet the City's ongoing obligation to citizens and creditors in accordance with the City's fund designation and fiscal policies.

As of September 30, 2016, the City has positive balances in all three categories of net position, both for the City as a whole, as well as for its governmental and business-type activities separately. The increase of \$1,761,029 in net position relating to governmental activities is primarily due to the deferred outflow of resources related to the City's defined benefit pension plan administered by the Texas Municipal Retirement System (TMRS). Deferred outflows arise with differences between expected and actual plan expenditures and earnings, or changes in plan and actuarial assumptions. These deferred outflows represent future pension expenditures. The plan, including the related notes and disclosures, is discussed in detail starting on page 71 of the report. The increase in net position of business type activities \$1,189,948 is related to an increase in the deferred outflows of resources related to the TMRS defined benefit pension plan and a decrease in liabilities in the fund. In addition to the repayment of debt, the City did not have any open, on-going capital projects funded by the business-type activities at year end. Tiered water rates, which had been in place since December 2012, were replaced with a flat rate structure in July to give residents temporary relief from high water bills during the summer months.

Analysis of the City's Operations – The following table provides a summary of the City's operations for the year ended September 30, 2016. Governmental activities increased the City of Colleyville's net position by \$1,761,029. Business-type activities contributed an increase to the City's net position of \$1,189,948.

CITY OF COLLEYVILLE'S CHANGES IN NET POSITION

	Governmental Activities		Business-type Activities		Totals	
	2016	2015	2016	2015	2016	2015
Revenues:						
Program revenues:						
Charges for services	\$ 4,459,223	\$ 4,787,351	\$ 16,453,801	\$ 16,748,728	\$ 20,913,024	\$ 21,536,079
Operating grants and contributions	514,845	450,559	-	-	514,845	450,559
Capital grants and contributions	319,541	7,712,266	43,104	2,362,261	362,645	10,074,527
General revenues:						
Ad valorem taxes	13,790,347	13,493,621	-	-	13,790,347	13,493,621
Sales taxes	7,252,963	6,705,914	-	-	7,252,963	6,705,914
Franchise taxes	2,206,890	2,319,723	-	-	2,206,890	2,319,723
Other taxes	106,607	107,977	-	-	106,607	107,977
Investment earnings	142,343	100,842	76,014	52,480	218,357	153,322
Miscellaneous	150,630	82,873	-	-	150,630	82,873
Gain on sale of capital assets	51,849	-	71,003	5,062	122,852	5,062
Total revenues	<u>28,995,238</u>	<u>35,761,126</u>	<u>16,643,922</u>	<u>19,168,531</u>	<u>45,639,160</u>	<u>54,929,657</u>
Expenses:						
General government	4,449,317	4,676,185	-	-	4,449,317	4,676,185
Community development and engineering	1,558,750	1,582,461	-	-	1,558,750	1,582,461
Fire and rescue	4,783,421	5,264,026	-	-	4,783,421	5,264,026
Leisure services	4,701,443	4,042,252	-	-	4,701,443	4,042,252
Maintenance	689,861	684,301	-	-	689,861	684,301
Municipal court	448,420	522,422	-	-	448,420	522,422
Police	5,734,116	5,681,698	-	-	5,734,116	5,681,698
Streets and drainage	5,150,390	4,404,701	-	-	5,150,390	4,404,701
Water and wastewater	-	-	13,995,038	14,055,232	13,995,038	14,055,232
Drainage	-	-	563,268	833,599	563,268	833,599
Interest on long-term debt	614,159	536,161	-	-	614,159	536,161
Total expenses	<u>28,129,877</u>	<u>27,394,207</u>	<u>14,558,306</u>	<u>14,888,831</u>	<u>42,688,183</u>	<u>42,283,038</u>
Increases in net position before transfers	865,361	8,366,919	2,085,616	4,279,700	2,950,977	12,646,619
Transfers	<u>895,668</u>	<u>1,178,590</u>	<u>(895,668)</u>	<u>(1,178,590)</u>	<u>-</u>	<u>-</u>
Change in net position	1,761,029	9,545,509	1,189,948	3,101,110	2,950,977	12,646,619
Net position, beginning	<u>139,082,337</u>	<u>125,185,416</u>	<u>60,084,500</u>	<u>56,394,755</u>	<u>199,166,837</u>	<u>181,580,171</u>
Prior period adjustments	<u>-</u>	<u>4,351,412</u>	<u>-</u>	<u>588,635</u>	<u>-</u>	<u>4,940,047</u>
Net position, ending	<u>\$ 140,843,366</u>	<u>\$ 139,082,337</u>	<u>\$ 61,274,448</u>	<u>\$ 60,084,500</u>	<u>\$ 202,117,814</u>	<u>\$ 199,166,837</u>

FINANCIAL ANALYSIS OF THE GOVERNMENT'S FUNDS

Governmental funds – The focus of the City of Colleyville's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the City's financing requirements. In particular, unassigned fund balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

At the end of the current fiscal year, the City of Colleyville's governmental funds reported combined ending fund balances of \$39,057,347. Approximately 22% of this total amount (\$8,719,620) constitutes unassigned fund balance. The remainder of the fund balance (\$30,337,727) is reserved to indicate that it is not available for new spending because it has already been committed to pay for encumbrances, debt service or to provide for other items. Refer to page 37 and 38 of this report for a more detailed presentation of governmental fund balances.

The increase of approximately \$17,000 in unrestricted fund balance in the governmental funds for fiscal year 2016 is due to a number of the following factors. In the General Fund, the City's original budgeted expenditures exceeded budgeted revenues by (\$1,085,851). A one-time dedicated funding of \$500,000 for concrete repairs and a \$200,000 transfer to the Capital Projects Fund for future capital projects was included in the budget. In addition, the adopted budget provides a base level of \$2,000,000 for street maintenance and rehabilitation and an additional \$1,000,000 through a strategic draw-down of the General Fund balance. This planned utilization of fund balance in the General Fund was included in the five year financial forecast, and the fiscal year 2016 ending fund balance is greater than the three month policy requirement. The fund balance for the General Fund actually decreased (\$26,955) for fiscal year 2016. Actual revenues from sales taxes, franchise taxes, ambulance revenues, building permits, and property taxes were greater than anticipated and there were reductions in overall departmental expenditures. Also included was City Council authorized transfer of the difference in total revenues and expenditures of the General Fund to the Capital Projects Fund (\$850,618) for use in future CIP street rehabilitation projects that includes (\$120,000) for Colleyville Boulevard (SH26) enhancements. The aforementioned year end transfers to the Capital Projects Fund resulted in a net increase of \$2,131,973 to that fund balance, and will be used for future street capital projects. As the aforementioned transfers from the General Fund to the Capital Projects Fund were contained within funds that are in the governmental fund classification, there was not a major increase or decrease reflected in the unrestricted total for governmental funds. Additionally, there was a planned utilization of \$49,723 of surplus fund balance in the adopted fiscal year 2017 Debt Service budget for the first annual payment of a ten-year lease-purchase agreement for a new fire engine. The actual fiscal year 2016 decrease to fund balance was (\$69,009) due primarily to greater than anticipated property tax collections and additional costs incurred for a City Council authorized issuance of \$6,225,000 general obligation refunding bonds. The refunding had an all-in cost of 1.85% and will achieve future debt service savings of \$673,534.

Proprietary funds – The City's proprietary fund statements beginning on page 45 of this report provide the same type of information found in the government-wide financial statements, but in more detail.

Unrestricted net position of the respective major proprietary funds are Water and Wastewater (\$15,308,003), and Drainage Utility (\$1,955,827). The Water and Wastewater Fund experienced an increase in total net position of \$810,100 during Fiscal Year 2016 due to a reduction of expenditures. Water revenues were lower in than fiscal year 2016 (\$573,581) due to Council adopting a flat rate structure for water consumption. This change was made in July to provide relief from high water bills during the summer months. The rates did include the continued pass through of the Trinity River Authority water and wastewater rate increases. To offset this decrease in revenue, the transfer of administrative expenditures and franchise fees to the General Fund was also eliminated at that time. The Drainage Utility fund's net position increased by \$379,848, due to reductions in expenditures.

Governmental Activities – There was an increase in revenue from the sales tax due to continued improving economic conditions and the addition and expansion of Colleyville retail businesses. There was an increase in license and permit revenues due to 182 residential permits issued and additional commercial construction. The property tax base increased approximately \$113 million (2.8%), due to the new residential and commercial construction, and the current year tax collection rate was over 99.57% of the levy.

In fiscal year 2013, there was a compensation and classification study performed. This resulted in a new compensation structure that was implemented in fiscal year 2014. Employees earning below the new minimum salary of their position's pay range received a market adjustment, not to exceed 10 percent, of this new structure. Employees earning more than 10 percent below the new minimum salary will receive the remainder of the adjustment over the next one to two fiscal years so that an individual's pay increase does not exceed 10 percent in any given year. Fiscal year 2016 funded year 3 of this 3 year program. Also in fiscal year 2016, the City added 2.5 more full time equivalent positions. The new or upgraded positions include the addition of one urban forester in the community development department, one police officer, increasing one part-time building inspector to full time, and increasing one part-time marketing coordinator position to a full time. One vacant, part-time building attendant position was eliminated and the funding was repurposed for the previously mentioned changes. Major capital equipment purchases included seven vehicles for the police department including four marked vehicles, one unmarked vehicle (crime control district), and two motorcycles. A replacement and upgrade of the audio-visual technology infrastructure was also completed for the Colleyville Center.

Business-type Activities – The City has two enterprise operations, the Water and Wastewater Fund and the Drainage Utility Fund. Total operating revenues of the Water and Sewer fund were \$15,499,159 for the fiscal year. Water revenues decreased slightly due to lower consumption and the Council's adoption of a flat rate structure in July to provide customers some relief during the high consumption summer months. Wastewater revenues increased due to a rate increase in December 2015, which passed through a rate increase from the Trinity River Authority, the City's provider of treated water. The coverage ratio for debt for this fund was 9.86 for the fiscal year, exclusive of transfers. The slight increase in the Drainage Utility Fund's revenues was due to new residential and commercial construction.

There was a slight decrease in operating expenditures for the Water and Wastewater Fund compared to fiscal year 2015 (\$50,132). Decreased spending in maintenance and contractual services were used to offset increases in the cost of purchased water and treatment of wastewater from Trinity River Authority. The Authority's rate increase relates to higher cost for electricity, debt issuance for plant expansion and rehabilitation of aging infrastructure, replacement of system-wide aging infrastructure and compliance with federal water and wastewater mandates.

General Fund Budgetary Highlights – The City made revisions to the original appropriations approved by the City Council which resulted in an increase to the General Fund budget. The first was to transfer \$120,000 from the General Fund to the Capital Projects Fund for management support of the Colleyville Boulevard/SH26 reconstruction project. Also included with this revision was a City Council adopted authorization to transfer unspent street resurfacing appropriations to the Capital Projects fund and the difference between total revenues and expenses for future street capital projects (\$850,618). This transfer was funded primarily by the receipt of higher than anticipated sales tax, permit revenues, property tax collections, and lower than anticipated expenditures due to vacancies. This accounted for the variance in transfers out from the adopted budget.

Major increases in General Fund property taxes are due to the declining allocation of the interest and sinking fund rate (Debt Service portion) to repayment of debt and an increase to the operations and maintenance portion of the rate (General Fund portion), as the total tax rate was unchanged from the prior year. There was a budgetary and actual increase in sales tax revenue due to continued improving economic conditions and the resulting addition and expansion of retail businesses in the City. Also included is the \$1,000,000 drawdown of General Fund balance, which funded the increase in the street overlay budget. In July, to offset the revenue reduction from moving from a tiered rate structure to a flat rate structure, Council also reduced the transfer to the General Fund from the Utility Fund for the administrative and franchise fees that are based upon prior year's operating revenues.

Refer to the General Fund Statement of Revenue, Expenditures and Changes in Fund Balances – Budget and Actual on page 44 of this report for a detailed presentation of the actual General Fund operations compared to both the original and final budget for fiscal year 2016.

CAPITAL ASSETS

The City of Colleyville's investment in capital assets for its governmental and business-type activities as of September 30, 2016, amounts to \$156,245,614 (net of accumulated depreciation). This investment in capital assets includes land, building, equipment, improvements other than buildings, infrastructure, and construction work in progress. Declines in overall asset valuations were due to accumulated depreciation on aging assets. Major capital asset events occurring during the current fiscal year included the following:

- Capitalized \$2.2 million in street improvements including the Kingston Street project (\$1.8 million) and Phase 1 of the Colleyville Boulevard/SH26 reconstruction (\$400,000).
- Capitalized \$2.9 million in infrastructure improvements including trail from Pleasant Run to Bogart (\$1.8 million) and Phase III of the Cottonbelt Trail (\$670,000).
- Capitalized \$979,000 from the final payment of the radio tower lease (\$833,000 police department/\$146,000 fire department).
- Capitalized \$4.3 million in water (\$3.8 million) and wastewater (\$500,000).

CITY OF COLLEYVILLE'S CAPITAL ASSETS AT YEAR-END

	Governmental Activities		Business-type Activities		Totals	
	2016	2015	2016	2015	2016	2015
Land	\$ 9,178,641	\$ 9,178,641	\$ 304,839	\$ 304,839	\$ 9,483,480	\$ 9,483,480
Buildings and improvements	49,775,646	46,882,488	53,922	53,922	49,829,568	46,936,410
Equipment	12,404,954	11,007,458	1,966,904	2,008,921	14,371,858	13,016,379
Infrastructure/water						
distribution sewer collection	95,872,787	93,599,298	79,044,264	74,597,681	174,917,051	168,196,979
Construction in progress	661,576	5,122,642	-	3,773,157	661,576	8,895,799
Less: accumulated depreciation	(56,715,030)	(52,327,489)	(36,302,889)	(34,415,193)	(93,017,919)	(86,742,682)
Total capital assets	\$ 111,178,574	\$ 113,463,038	\$ 45,067,040	\$ 46,323,327	\$ 156,245,614	\$ 159,786,365

Additional information on the City's capital assets can be found in Note 4, pages 64 – 65 of this report.

DEBT ADMINISTRATION

At the end of the current fiscal year, the City of Colleyville had total bonded debt, notes payable and capital lease obligations of \$16,527,251. Of this amount, \$8,550,000 represents bonded debt backed by the full faith and credit of the government, \$6,525,000 represents bonds secured by sales tax revenues, \$505,000 represents bonds secured solely by water and sewer revenues, and \$585,000 represents bonds secured solely by drainage utility system revenues. The City's capitalized lease obligations of \$362,251 pertain to the prior year lease purchase of a fire pumper truck and mid-mount aerial platform fire apparatus, and P25 radio tower and equipment conversion.

OUTSTANDING DEBT AT YEAR-END BONDS, NOTES AND CAPITALIZED LEASE OBLIGATIONS PAYABLE

	Governmental Activities		Business-type Activities		Totals	
	2016	2015	2016	2015	2016	2015
General obligation bonds and certificates of obligation	\$ 8,550,000	\$ 6,920,000	\$ -	\$ -	\$ 8,550,000	\$ 6,920,000
Sales tax revenue bonds	6,525,000	6,935,000	-	-	6,525,000	6,935,000
Revenue bonds payable	-	-	1,090,000	1,540,000	1,090,000	1,540,000
Capitalized lease obligations	362,251	649,345	-	-	362,251	649,345
	<u>\$ 15,437,251</u>	<u>\$ 14,504,345</u>	<u>\$ 1,090,000</u>	<u>\$ 1,540,000</u>	<u>\$ 16,527,251</u>	<u>\$ 16,044,345</u>

The City's General Obligation, Tax and Water Works and Sewer System Certificates of Obligation, and Water Works and Sewer System Revenue Bond ratings are listed below.

	Fitch Ratings	Standard & Poor's
General Obligation Bonds	AAA	AAA
Water Revenue Bonds	AAA	AAA

In July 2016, the AAA rating on the City's General Obligation Bonds was reaffirmed by both Standard and Poor's and Fitch Ratings. These are the highest bond ratings assigned to municipal debt by these agencies. During the year the City Council also authorized issuance of \$6,225,000 of General Obligation Refunding Bonds, Series 2016, at an all in interest cost of 1.85%. This refunded \$3,825,000 of General Obligation Bonds, Series 2007 and \$2,520,000 of Combination Tax & Tax Increment Revenue Refunding Bonds, Series 2011 for debt service savings. Additional information on the City of Colleyville's long term debt can be found in footnote 4 on pages 66-71 of this report.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES

The Fiscal Year 2017 General Fund budget is based on a projected revenue decrease of 2.7% as compared to the Fiscal Year 2016 adopted budget. Colleyville benefits from a strong residential base, which helps mitigate the negative effects of economic fluctuations. Property values have rebounded from the declines experienced in fiscal years 2011 and 2012, and have experienced tremendous growth in the last year. 2016 certified values increased 9.14% in total, compared to 2015 certified values. The fiscal year 2017 budget includes a tax rate of \$0.33913/\$100 of valuation, a \$0.01677 reduction from the \$0.3559 tax rate in place since 2008. This rate reduction serves to provide some relief to property owners receiving higher appraisal values, while also providing the revenue necessary to continue funding programs and services at a sustainable level. The fiscal year 2017 rate represents a 3.2% increase in general fund ad valorem revenue compared to the prior year. It is slightly less than one cent above the effective rate of \$0.329138 and represents a \$53.79 increase in the average annual property tax payment (\$4.48 per month).

While appraisal values have soared, increases in property values does not necessarily result in equally greater property tax revenue. In 2003, the City Council increased the over-65 property tax exemption to \$65,000 and approved the senior property tax freeze in 2004, which serves as a significant benefit to residents. Demographic trends indicate that this benefit will continue to increase; the number of senior frozen accounts went from 1,908 in 2015 to 2,039 in 2016. Currently, over 21 percent of all residential property tax accounts are frozen, representing a significant benefit for Colleyville seniors.

Sales tax is the second largest revenue source, however, the City's primary commercial corridor along Colleyville Boulevard (SH26) will be under construction for the next several years. Fiscal year 2017 sales tax is projected to have zero growth from fiscal year 2016 year-end projections, with zero growth projected for the next several years as well due to the potential for construction to impact traffic to nearby businesses.

At the budget work session presentation on August 10, staff reviewed a five-year General Fund budget forecast to fiscal year 2021. That forecast includes estimates for expenditures and the revenues necessary to continue balancing the budget. Ad valorem revenue was projected with growth of 5%, and sales tax was projected with no increase for the reasons mentioned above. The forecast for expenditures includes general cost increases of 3.5% for materials and contractual services required each year, as well as personnel costs to continue funding appropriate market and merit adjustments and increasing healthcare costs. The forecast also includes the planned draw down of \$1,000,000 of fund balance for street maintenance through fiscal year 2018. This forecast helps staff and the City Council focus on the long-term budgetary implications of current funding decisions. It also helps to put long-term goals into perspective relative to the overall resources available in the general fund.

As a local government, we exist to provide certain services that citizens expect, at the level they expect, for a good value. The adopted Fiscal Year 2017 budget provides a staffing level net decrease of 1.5 fewer full time equivalent employees to fully fund the programs and services expected by the citizens. Careful consideration was given to all position requests to ensure that decisions are both appropriate and sustainable in the long-term. Positions added include a staff accountant in the Finance department and the conversion of temporary staff funding in the Utility Billing department into a utility billing analyst position. Positions eliminated were selected based on those that would have the least impact to citizen services, while maintaining the Council's priority of fiscal stewardship. One part-time and three full-time positions were eliminated, including a part-time police records clerk, the communications and marketing director, economic development coordinator, and a secondary construction manager position recently vacated as a result of a retirement.

A slight revenue decrease is projected for the Water and Wastewater Fund. One of the top priorities of the City Council was to restructure water rates. In July 2016, the City Council directed staff to eliminate the two transfers from the utility fund to the general fund (franchise fee and general and administrative transfers) in order to eliminate tiered water rates and implement a flat rate model. Elimination of these transfers reduces utility fund revenues and expenditures by approximately \$1.2 million annually. There was also the incorporation of the pass through of projected Trinity River Authority (TRA) rate increases to maintain the financial stability of the Water and Wastewater Fund in future years.

REQUEST FOR INFORMATION

The financial report is designed to provide our citizens, customers, investors and creditors with a general overview of the City's finances. If you have questions about this report or need any additional information, contact Brian Hogan, Chief Financial Officer, at 100 Main Street, Colleyville, Texas 76034, or call (817) 503-1014.

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BASIC FINANCIAL STATEMENTS

CITY OF COLLEYVILLE, TEXAS
STATEMENT OF NET POSITION
SEPTEMBER 30, 2016

	Governmental Activities	Business-type Activities
ASSETS		
Cash and equivalents	\$ 23,726,230	\$ 6,737,498
Investments	16,001,828	8,022,586
Receivables (net of allowances for uncollectibles of \$472,547)		
Accounts	104,305	2,279,947
Property taxes	173,477	-
Loans	2,622,500	-
Due from other governments	1,336,615	-
Prepaid expenses	132,800	-
Inventories	1,588	135,225
Accrued interest	29,578	22,385
Restricted assets:		
Cash and equivalents	-	477,725
Investments	-	456,550
Capital assets:		
Land	9,178,641	304,839
Buildings and improvements	49,775,646	53,922
Equipment	12,404,954	1,966,904
Infrastructure/water distribution/sewer collection	95,872,787	79,044,264
Construction in progress	661,576	-
Less: accumulated depreciation	(56,715,030)	(36,302,889)
Total capital assets	<u>111,178,574</u>	<u>45,067,040</u>
Total assets	<u>155,307,495</u>	<u>63,198,956</u>
DEFERRED OUTFLOWS OF RESOURCES		
Deferred charge on refunding	-	83,456
Deferred outflows related to pensions	4,730,558	639,628
	<u>4,730,558</u>	<u>723,084</u>
LIABILITIES		
Accounts payable	928,230	798,992
Accrued liabilities	199,385	25,820
Unearned revenues	1,710	-
Accrued interest payable	92,556	7,171
Advances from developers	1,175,898	69,000
Escrow funds	-	26,613
Customer deposits	42,367	456,550
Noncurrent liabilities:		
Due within one year	1,557,648	478,275
Due in more than one year	15,158,243	780,000
Total liabilities	<u>19,156,037</u>	<u>2,642,421</u>
DEFERRED INFLOWS OF RESOURCES		
Deferred inflows related to pensions	38,650	5,171
Total deferred outflows of resources	<u>38,650</u>	<u>5,171</u>
NET POSITION		
Net investment in capital assets	97,982,160	44,010,618
Restricted:		
Debt service	692,093	-
Court security and technology	215,142	-
Grant programs	10,751	-
Leisure services	233,290	-
Economic development	3,456,897	-
Streets and drainage	15,970,063	-
Police	1,485,771	-
Unrestricted	<u>20,797,199</u>	<u>17,263,830</u>
Total net position	<u>\$ 140,843,366</u>	<u>\$ 61,274,448</u>

The accompanying notes are an integral part of these financial statements.

Total	Component Units
\$ 30,463,728	\$ 11,093,838
24,024,414	6,420,409
2,384,252	-
173,477	-
2,622,500	-
1,336,615	-
132,800	-
136,813	-
51,963	14,065
477,725	-
456,550	-
9,483,480	6,879,118
49,829,568	-
14,371,858	-
174,917,051	9,418,864
661,576	-
(93,017,919)	(404,390)
156,245,614	15,893,592
218,506,451	33,421,904
83,456	-
5,370,186	-
5,453,642	-
1,727,222	89,898
225,205	-
1,710	-
99,727	-
1,244,898	-
26,613	-
498,917	-
2,035,923	600,000
15,938,243	1,976,161
21,798,458	2,666,059
43,821	-
43,821	-
141,992,778	13,317,431
692,093	-
215,142	-
10,751	-
233,290	-
3,456,897	-
15,970,063	-
1,485,771	-
38,061,029	17,438,414
\$ 202,117,814	\$ 30,755,845

CITY OF COLLEYVILLE, TEXAS
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED SEPTEMBER 30, 2016

Functions/Programs	Expenses	Program Revenue		
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions
Primary government				
Governmental activities:				
General government	\$ 4,449,317	\$ 15,075	\$ 46,017	\$ -
Community development	1,558,750	1,356,581	-	-
Fire and rescue	4,783,421	387,705	11,175	-
Leisure services	4,701,443	505,203	358,246	7,208
Maintenance	689,861	-	-	-
Municipal court	448,420	1,306,924	-	-
Police	5,734,116	93,566	99,407	-
Streets and drainage	5,150,390	794,169	-	312,333
Interest on long-term debt	614,159	-	-	-
Total governmental activities	<u>28,129,877</u>	<u>4,459,223</u>	<u>514,845</u>	<u>319,541</u>
Business-type activities:				
Water and wastewater	13,995,038	15,499,159	-	43,104
Drainage	563,268	954,642	-	-
Total business-type activities	<u>14,558,306</u>	<u>16,453,801</u>	<u>-</u>	<u>43,104</u>
Total primary government	<u>\$ 42,688,183</u>	<u>\$ 20,913,024</u>	<u>\$ 514,845</u>	<u>\$ 362,645</u>
Component unit				
Tax increment financing	\$ 220,123	\$ -	\$ -	\$ 271,173
Total component unit	<u>\$ 220,123</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 271,173</u>

General revenues:

Taxes:

Property taxes, levied for general purposes

Property taxes, levied for debt service

TIF taxes

Sales taxes

Franchise taxes

Other taxes

Investment earnings

Miscellaneous

Gain on sale of capital assets

Transfers

Total general revenues and transfers

Change in net position

Net position - beginning

Net position - ending

The accompanying notes are an integral part of these financial statements.

Net (Expense) Revenue and Changes in Net Position

Primary Government			
Governmental Activities	Business-type Activities	Total	Component Units
\$(4,388,225)	\$ -	\$(4,388,225)	\$ -
(202,169)	-	(202,169)	-
(4,384,541)	-	(4,384,541)	-
(3,830,786)	-	(3,830,786)	-
(689,861)	-	(689,861)	-
858,504	-	858,504	-
(5,541,143)	-	(5,541,143)	-
(4,043,888)	-	(4,043,888)	-
(614,159)	-	(614,159)	-
(22,836,268)	-	(22,836,268)	-
-	1,547,225	1,547,225	-
-	391,374	391,374	-
-	1,938,599	1,938,599	-
(22,836,268)	1,938,599	(20,897,669)	-
-	-	-	51,050
-	-	-	51,050
13,028,378	-	13,028,378	-
761,969	-	761,969	-
-	-	-	4,134,433
7,252,963	-	7,252,963	-
2,206,890	-	2,206,890	-
106,607	-	106,607	-
142,343	76,014	218,357	77,779
150,630	-	150,630	-
51,849	71,003	122,852	-
895,668	(895,668)	-	-
24,597,297	(748,651)	23,848,646	4,212,212
1,761,029	1,189,948	2,950,977	4,263,262
139,082,337	60,084,500	199,166,837	26,492,583
\$ 140,843,366	\$ 61,274,448	\$ 202,117,814	\$ 30,755,845

CITY OF COLLEYVILLE, TEXAS
BALANCE SHEET
GOVERNMENTAL FUNDS
SEPTEMBER 30, 2016

	General	Capital Projects	Debt Service
ASSETS			
Cash and cash equivalents	\$ 4,659,586	\$ 10,530,551	\$ 635,240
Investments	5,013,069	6,612,722	-
Receivables (net of allowances for uncollectibles)			
Accounts	104,305	-	-
Taxes	149,329	-	24,148
Loans	142,500	-	2,480,000
Due from other governments	681,882	-	261
Inventories	1,588	-	-
Accrued interest	14,313	4,868	-
Prepaid items	7,800	-	125,000
Total assets	<u>10,774,372</u>	<u>17,148,141</u>	<u>3,264,649</u>
LIABILITIES			
Accounts payable	749,757	63,452	-
Accrued liabilities	187,708	-	-
Unearned revenue	1,710	-	-
Advances from developers	47,548	1,114,626	-
Customer deposits	42,367	-	-
Total liabilities	<u>1,029,090</u>	<u>1,178,078</u>	<u>-</u>
DEFERRED INFLOWS OF RESOURCES			
Unavailable revenue - property taxes	149,329	-	24,148
Unavailable revenue - municipal fines	12,000	-	-
Unavailable revenue - ambulance fees	58,507	-	-
Unavailable revenue - receivable from component unit	-	-	2,480,000
Total deferred inflows of resources	<u>219,836</u>	<u>-</u>	<u>2,504,148</u>
FUND BALANCES			
Non-spendable:			
Inventories	1,588	-	-
Prepaid items	7,800	-	-
Restricted:			
Streets and drainage	-	15,970,063	-
Debt service	-	-	760,501
Court security and technology	-	-	-
Grant programs	-	-	-
Leisure services	-	-	-
Economic development	-	-	-
Police	-	-	-
Committed:			
Strategic incentives	358,974	-	-
Sales tax incentives	437,464	-	-
Leisure services	-	-	-
Capital projects	-	-	-
Assigned:			
Capital projects	-	-	-
Recycling	-	-	-
Leisure services	-	-	-
Unassigned	8,719,620	-	-
Total fund balances	<u>9,525,446</u>	<u>15,970,063</u>	<u>760,501</u>
Total liabilities, deferred inflows of resources, and fund balances	<u>\$ 10,774,372</u>	<u>\$ 17,148,141</u>	<u>\$ 3,264,649</u>

Amounts reported for governmental activities in the statement of net position are different because:

Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds.

Long term assets are not available for net pension obligation.

Other long-term assets are not available to pay for current-period expenditures and, therefore are deferred in the funds.

Long-term liabilities are not due and payable in the current period and, therefore, are not reported in the funds.

Net position of governmental activities

The accompanying notes are an integral part of these financial statements.

Other Governmental	Total Governmental Funds
\$ 7,900,853	\$ 23,726,230
4,376,037	16,001,828
-	104,305
-	173,477
-	2,622,500
654,472	1,336,615
-	1,588
10,397	29,578
-	132,800
12,941,759	44,128,921
115,021	928,230
11,677	199,385
-	1,710
13,724	1,175,898
-	42,367
140,422	2,347,590
-	173,477
-	12,000
-	58,507
-	2,480,000
-	2,723,984
-	1,588
-	7,800
-	15,970,063
-	760,501
215,142	215,142
10,751	10,751
233,290	233,290
3,456,897	3,456,897
1,485,771	1,485,771
-	358,974
-	437,464
1,249,024	1,249,024
5,153,533	5,153,533
976,792	976,792
1,627	1,627
18,510	18,510
-	8,719,620
12,801,337	39,057,347
\$ 12,941,759	
	111,178,574
	4,691,908
	2,723,984
	(16,808,447)
	\$ 140,843,366

CITY OF COLLEYVILLE, TEXAS
STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
FOR THE YEAR ENDED SEPTEMBER 30, 2016

	General	Capital Projects	Debt Service
REVENUES			
Taxes	\$ 19,078,821	\$ -	\$ 763,439
Fees and fines	912,532	-	-
Licenses and permits	1,337,928	-	-
Intergovernmental	-	214,166	-
Charges for services	1,336,915	-	-
Capital improvement fees	-	766,398	-
Donations	-	-	-
Investment earnings	62,882	17,507	3,853
Miscellaneous	100,433	39,682	-
Total revenues	<u>22,829,511</u>	<u>1,037,753</u>	<u>767,292</u>
EXPENDITURES			
Current:			
General government	3,897,398	28,978	-
Community development and engineering	1,477,483	146,489	-
Fire and rescue	4,547,455	2,243	-
Leisure services	2,601,493	-	-
Maintenance	651,976	38,031	-
Municipal court	349,300	-	-
Police	4,446,774	13,972	-
Streets and drainage	1,476,301	1,672,547	-
Debt service:			
Principal	-	-	1,057,094
Interest and other charges	-	-	369,836
Capital outlay	34,010	1,011,103	-
Total expenditures	<u>19,482,190</u>	<u>2,913,363</u>	<u>1,426,930</u>
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	<u>3,347,321</u>	<u>(1,875,610)</u>	<u>(659,638)</u>
OTHER FINANCING SOURCES (USES)			
Refunding bonds issued	-	-	6,225,000
Payment to bond escrow agent	-	-	(6,373,776)
Premium on bond issue	-	-	239,163
Sale of capital assets	52,957	-	-
Transfers in	832,350	4,007,583	500,242
Transfers out	(4,259,583)	-	-
Total other financing sources and uses	<u>(3,374,276)</u>	<u>4,007,583</u>	<u>590,629</u>
NET CHANGE IN FUND BALANCES	<u>(26,955)</u>	<u>2,131,973</u>	<u>(69,009)</u>
FUND BALANCES, BEGINNING	<u>9,552,401</u>	<u>13,838,090</u>	<u>829,510</u>
FUND BALANCES, ENDING	<u>\$ 9,525,446</u>	<u>\$ 15,970,063</u>	<u>\$ 760,501</u>

The accompanying notes are an integral
part of these financial statements.

Other Governmental	Total Governmental Funds
\$ 3,525,455	\$ 23,367,715
99,839	1,012,371
-	1,337,928
10,201	224,367
72,495	1,409,410
-	766,398
421,497	421,497
58,088	142,330
25,527	165,642
<u>4,213,102</u>	<u>28,847,658</u>
110,019	4,036,395
-	1,623,972
18,941	4,568,639
987,118	3,588,611
-	690,007
112,093	461,393
932,685	5,393,431
-	3,148,848
410,000	1,467,094
193,824	563,660
<u>1,327,912</u>	<u>2,373,025</u>
<u>4,092,592</u>	<u>27,915,075</u>
<u>120,510</u>	<u>932,583</u>
-	6,225,000
-	(6,373,776)
-	239,163
42,839	95,796
325,318	5,665,493
(510,242)	(4,769,825)
(142,085)	<u>1,081,851</u>
(21,575)	2,014,434
<u>12,822,912</u>	<u>37,042,913</u>
\$ <u>12,801,337</u>	\$ <u>39,057,347</u>

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CITY OF COLLEYVILLE, TEXAS

RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES

FOR THE YEAR ENDED SEPTEMBER 30, 2016

Amounts reported for governmental activities in the Statement of Activities are different because:

Net change in fund balances - total governmental funds:	\$ 2,014,434
Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.	(2,240,517)
The net effect of transactions involving capital assets is to decrease net position.	(43,947)
Revenues, in the statement of activities, that do not provide current financial resources, are not reported as revenues in the funds.	(2,436)
The issuance of long-term debt (e.g., bonds, leases) provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the current financial resources of governmental funds.	1,307,931
Certain pension expenditures are not expended in the government-wide financial statements and recorded as deferred resource outflows or inflow. This item relates to contributions made after the measurement date. Additionally, a portion of the City's unrecognized deferred resource outflows related to the pension liability were amortized.	757,920
Some expenses reported in the statement of activities do not require the use of current financial resources and therefore are not reported as expenditures in governmental funds.	(32,356)
Change in net position of governmental activities	\$ <u>1,761,029</u>

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CITY OF COLLEYVILLE, TEXAS

GENERAL FUND

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL

FOR THE YEAR ENDED SEPTEMBER 30, 2016

	Budgeted Amounts		Actual	Variance with
	Original	Final	Amounts	Final Budget - Positive (Negative)
REVENUES				
Taxes	\$ 18,469,456	\$ 18,469,456	\$ 19,078,821	\$ 609,365
License and permits	882,800	882,800	1,337,928	455,128
Fees and fines	876,000	876,000	912,532	36,532
Charges for services	1,471,719	1,471,719	1,336,915	(134,804)
Investment earnings	25,000	25,000	62,882	37,882
Other	55,100	55,100	100,433	45,333
Total revenues	<u>21,780,075</u>	<u>21,780,075</u>	<u>22,829,511</u>	<u>1,049,436</u>
EXPENDITURES				
Current:				
General government	4,183,823	4,183,823	3,897,398	286,425
Community development and engineering	1,678,152	1,678,152	1,477,483	200,669
Fire and rescue	4,429,822	4,429,822	4,547,455	(117,633)
Leisure services	2,836,717	2,836,717	2,601,493	235,224
Maintenance	766,599	766,599	651,976	114,623
Municipal court	394,860	394,860	349,300	45,560
Police	4,635,010	4,635,010	4,446,774	188,236
Streets and drainage	1,649,720	1,649,720	1,476,301	173,419
Capital outlay	27,640	27,640	34,010	(6,370)
Total expenditures	<u>20,602,343</u>	<u>20,602,343</u>	<u>19,482,190</u>	<u>1,120,153</u>
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	<u>1,177,732</u>	<u>1,177,732</u>	<u>3,347,321</u>	<u>2,169,589</u>
OTHER FINANCING SOURCES (USES)				
Transfers in	1,233,417	1,233,417	832,350	(401,067)
Transfers out	(3,502,000)	(3,502,000)	(4,259,583)	(757,583)
Sale of capital assets	5,000	5,000	52,957	47,957
Total other financing sources and uses	<u>(2,263,583)</u>	<u>(2,263,583)</u>	<u>(3,374,276)</u>	<u>(1,110,693)</u>
NET CHANGE IN FUND BALANCE	<u>(1,085,851)</u>	<u>(1,085,851)</u>	<u>(26,955)</u>	<u>1,058,896</u>
FUND BALANCE, BEGINNING	<u>9,552,401</u>	<u>9,552,401</u>	<u>9,552,401</u>	<u>-</u>
FUND BALANCE, ENDING	<u>\$ 8,466,550</u>	<u>\$ 8,466,550</u>	<u>\$ 9,525,446</u>	<u>\$ 1,058,896</u>

The accompanying notes are an integral
part of these financial statements.

CITY OF COLLEYVILLE, TEXAS

STATEMENT OF NET POSITION

PROPRIETARY FUNDS

SEPTEMBER 30, 2016

	Enterprise Funds		
	Water and Wastewater	Drainage Utility	Total
ASSETS			
Current assets:			
Cash and cash equivalents	\$ 5,499,690	\$ 1,237,808	\$ 6,737,498
Investments	7,603,337	419,249	8,022,586
Accounts receivable, net of allowances	2,169,783	110,164	2,279,947
Inventories	135,225	-	135,225
Restricted assets:			
Cash and cash equivalents	357,575	120,150	477,725
Investments	456,550	-	456,550
Total current assets	16,222,160	1,887,371	18,109,531
Non-current assets:			
Accrued interest receivable	20,967	1,418	22,385
Capital assets:			
Land and improvements	304,839	-	304,839
Buildings	53,922	-	53,922
Utility system	74,741,252	4,303,012	79,044,264
Equipment and furniture	1,515,864	451,040	1,966,904
Construction in progress	-	-	-
Less accumulated depreciation	(34,757,170)	(1,545,719)	(36,302,889)
Total non-current assets	41,879,674	3,209,751	45,089,425
Total assets	58,101,834	5,097,122	63,198,956
DEFERRED OUTFLOWS OF RESOURCES			
Deferred charge on refunding	79,869	3,587	83,456
Deferred outflows related to pensions	539,797	99,831	639,628
Total deferred outflows of resources	619,666	103,418	723,084
LIABILITIES			
Current liabilities:			
Accounts payable	796,680	2,312	798,992
Accrued liabilities	21,911	3,909	25,820
Accrued interest payable	3,788	3,383	7,171
Advances from developers	69,000	-	69,000
Escrow funds	26,613	-	26,613
Customer deposits	456,550	-	456,550
Compensated absences	14,630	3,645	18,275
Revenue bonds payable	350,000	110,000	460,000
Total current liabilities	1,739,172	123,249	1,862,421
Non-current liabilities:			
Compensated absences	58,520	14,579	73,099
Net pension obligation	22,803	4,220	27,023
Revenue bonds payable	204,878	475,000	679,878
Total non-current liabilities	286,201	493,799	780,000
Total liabilities	2,025,373	617,048	2,642,421
DEFERRED INFLOWS OF RESOURCES			
Deferred inflows related to pensions	4,426	745	5,171
Total deferred inflows of resources	4,426	745	5,171
NET POSITION			
Net investment in capital assets	41,383,698	2,626,920	44,010,618
Unrestricted	15,308,003	1,955,827	17,263,830
Total net position	\$ 56,691,701	\$ 4,582,747	\$ 61,274,448

The accompanying notes are an integral part of these financial statements.

CITY OF COLLEYVILLE, TEXAS

STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET POSITION

PROPRIETARY FUNDS

FOR THE YEAR ENDED SEPTEMBER 30, 2016

	Enterprise Funds		
	Water and Wastewater	Drainage Utility	Total
OPERATING REVENUES			
Metered water sales	\$ 10,243,727	\$ -	\$ 10,243,727
Wastewater service charges	3,693,142	-	3,693,142
Drainage service charges	-	954,642	954,642
Other charges and services	1,529,072	-	1,529,072
Miscellaneous	33,218	-	33,218
Total operating revenues	<u>15,499,159</u>	<u>954,642</u>	<u>16,453,801</u>
OPERATING EXPENSES			
Personnel services	1,569,364	300,736	1,870,100
Maintenance and contractual services	10,132,987	86,410	10,219,397
Materials and supplies	263,174	27,473	290,647
Depreciation and amortization	2,011,025	131,704	2,142,729
Total operating expenses	<u>13,976,550</u>	<u>546,323</u>	<u>14,522,873</u>
OPERATING INCOME	<u>1,522,609</u>	<u>408,319</u>	<u>1,930,928</u>
NON-OPERATING REVENUES (EXPENSES)			
Interest and investment revenues	68,508	7,506	76,014
Interest expense and fiscal charges	(18,488)	(21,484)	(39,972)
Gain (loss) on disposal of property	71,003	4,539	75,542
Total non-operating revenues (expenses)	<u>121,023</u>	<u>(9,439)</u>	<u>111,584</u>
INCOME BEFORE CONTRIBUTIONS AND TRANSFERS	<u>1,643,632</u>	<u>398,880</u>	<u>2,042,512</u>
Capital contributions	43,104	-	43,104
Transfers out	<u>(876,636)</u>	<u>(19,032)</u>	<u>(895,668)</u>
CHANGE IN NET POSITION	<u>810,100</u>	<u>379,848</u>	<u>1,189,948</u>
TOTAL NET POSITION, BEGINNING	<u>55,881,601</u>	<u>4,202,899</u>	<u>60,084,500</u>
TOTAL NET POSITION, ENDING	<u>\$ 56,691,701</u>	<u>\$ 4,582,747</u>	<u>\$ 61,274,448</u>

The accompanying notes are an integral part of these financial statements.

CITY OF COLLEYVILLE, TEXAS

STATEMENT OF CASH FLOWS

PROPRIETARY FUNDS

FOR THE YEAR ENDED SEPTEMBER 30, 2016

	Enterprise Funds		
	Water and Wastewater	Drainage Utility	Totals
CASH FLOWS FROM OPERATING ACTIVITIES			
Cash received from customers	\$ 16,383,532	\$ 958,640	\$ 17,342,172
Cash paid to suppliers for goods and services	(10,784,739)	(132,995)	(10,917,734)
Cash paid to employees for services	(1,545,089)	(316,658)	(1,861,747)
Net cash provided by operating activities	<u>4,053,704</u>	<u>508,987</u>	<u>4,562,691</u>
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES			
Transfers out	(876,636)	(19,032)	(895,668)
Net cash used for noncapital financing activities	<u>(876,636)</u>	<u>(19,032)</u>	<u>(895,668)</u>
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES			
Acquisition of capital assets	(780,731)	(45,917)	(826,648)
Proceeds from sale of capital assets	71,003	4,539	75,542
Principal paid on debt	(354,976)	(105,000)	(459,976)
Interest paid on debt	(18,488)	(21,484)	(39,972)
Net cash used for capital and related financing activities	<u>(1,083,192)</u>	<u>(167,862)</u>	<u>(1,251,054)</u>
CASH FLOWS FROM INVESTING ACTIVITIES			
(Purchase) sale of investments	(508,669)	(199,876)	(708,545)
Earnings on investments	<u>68,508</u>	<u>7,506</u>	<u>76,014</u>
Net cash provided (used) by investing activities	<u>(440,161)</u>	<u>(192,370)</u>	<u>(632,531)</u>
NET INCREASE IN CASH AND CASH EQUIVALENTS	1,653,715	129,723	1,783,438
CASH AND CASH EQUIVALENTS, BEGINNING	<u>4,203,550</u>	<u>1,228,235</u>	<u>5,431,785</u>
CASH AND CASH EQUIVALENTS, ENDING	<u>\$ 5,857,265</u>	<u>\$ 1,357,958</u>	<u>\$ 7,215,223</u>

The accompanying notes are an integral part of these financial statements.

CITY OF COLLEYVILLE, TEXAS

STATEMENT OF CASH FLOWS

PROPRIETARY FUNDS

(Continued)

FOR THE YEAR ENDED SEPTEMBER 30, 2016

	Enterprise Funds		
	Water and Wastewater	Drainage Utility	Totals
Reconciliation of operating income (loss) to net cash provided (used) by operating activities:			
Operating income	\$ 1,522,609	\$ 408,319	\$ 1,930,928
Adjustments to reconcile operating income (loss) to net cash provided by (used for) operating activities:			
Depreciation and amortization expense	2,011,025	131,704	2,142,729
Changes in assets and liabilities:			
Decrease (increase) in assets:			
Accounts receivable	884,373	3,998	888,371
Inventory	88,965	-	88,965
Accrued interest receivable	(4,504)	(1,076)	(5,580)
Increase (decrease) in liabilities:			
Accounts payable	(343,953)	(13,355)	(357,308)
Accrued liabilities	(32,227)	(6,848)	(39,075)
Compensated absences payable	7,952	9,074	17,026
Customer deposits	790	-	790
Net pension liability	(78,739)	(26,440)	(105,179)
Accrued interest payable	(2,587)	3,611	1,024
Net cash provided by operations	\$ 4,053,704	\$ 508,987	\$ 4,562,691
Noncash investing, capital, and financing activities:			
Contributions of capital assets	\$ 43,104	\$ -	\$ 43,104

The accompanying notes are an integral
part of these financial statements.

CITY OF COLLEYVILLE, TEXAS
STATEMENT OF FIDUCIARY NET POSITION
FIDUCIARY FUNDS
SEPTEMBER 30, 2016

	<u>Agency Fund</u>
ASSETS	
Cash and investments	\$ <u>25,489</u>
Total assets	\$ <u><u>25,489</u></u>
LIABILITIES	
Due to other agencies and individuals	\$ <u>25,489</u>
Total liabilities	\$ <u><u>25,489</u></u>

CITY OF COLLEYVILLE, TEXAS

NOTES TO THE FINANCIAL STATEMENTS

SEPTEMBER 30, 2016

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The City of Colleyville Home Rule Charter was adopted by the voters at an election held on January 15, 1977. The City operates under a Council-Manager form of government.

The accounting policies of the City of Colleyville, Texas (the "City") conform to generally accepted accounting principles as applicable to governmental units. The following is a summary of the more significant of such policies:

A. Reporting Entity

As required by generally accepted accounting principles, these financial statements present the government and its component units, entities for which the government is considered to be financially accountable. Blended component units, although legally separate entities are, in substance, part of the government's operations and so data from these units are combined with data of the primary government. Each directly presented component unit, on the other hand, is reported in a separate column in the combined financial statements to emphasize it is legally separate from the government. Each blended component unit has a September 30 year-end.

Blended Component Unit – The Colleyville Economic Development Corporation (CEDC) was incorporated on September 3, 1996, as a nonprofit industrial development corporation under the Development Corporation Act of 1979 ("Act"). The CEDC operates under a seven (7) member Board of Directors appointed by the City Council. Each of the directors shall be a resident of the City. The Corporation is organized exclusively for the purposes of benefiting and accomplishing public purposes of and to act on behalf of, the City, and the specific purposes for which the Corporation is organized. This includes municipal park improvements, the purchase of land and improvements for additional neighborhood parks, the construction of a community center and library. Although it is legally separate from the City, the CEDC is reported as if it were part of the primary government, because CEDC is financing public improvements and the City is the primary beneficiary of the services provided.

Blended Component Unit – Colleyville Crime Control and Prevention District (the District) was formed under Chapter 363 of the Texas Local Government Code, the Crime Control and Prevention District Act. The District is organized to act on behalf of the City for financing, development of crime control throughout the City. The District is governed by a seven-member board consisting of all members of the City Council. The District is reported as a part of the primary government because it provides services entirely for the City.

Discretely Presented Component Unit – Colleyville Tax Increment Financing Reinvestment Zone Number One (the TIF) was formed to make public improvements, under the authority of the Tax Increment Financing Act. The TIF is governed by a nine-member board consisting of five members appointed by the City Council and one member each appointed by the four other participating taxing entities. The primary government appoints a voting majority of the unit's governing body and the City has a potential economic benefit from this unit. Therefore, the TIF is presented in the accompanying financial statements as a discretely presented component unit. Complete financial statements for the TIF may be obtained from the City of Colleyville Finance Department, 100 Main Street, Colleyville, Texas 76034.

B. Government-wide Fund Financial Statements

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the nonfiduciary activities of the primary government and its component units. For the most part, the effect of interfund activity has been removed from these statements. *Governmental activities*, which normally are supported by taxes and intergovernmental revenue, are reported separately from *business-type activities*, which rely to a significant extent on fees and charges for support. Likewise, the *primary government* is reported separately from certain legally separate *component units* for which the primary government is financially accountable.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenue. *Direct expenses* are those that are clearly identifiable with a specific function or segment. *Program revenue* includes 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment, and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenue are reported instead as *general revenue*.

Separate financial statements are provided for governmental funds, proprietary funds, and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds and major individual Enterprise Funds are reported as separate columns in the fund financial statements.

C. Measurement Focus, Basis of Accounting and Financial Statement Presentation

The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*, as are the proprietary fund and fiduciary fund financial statements, except for Agency Funds, which have no measurement focus. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenue in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be *available* when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenue to be available if collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

Property taxes, franchise taxes, sales taxes, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenue of the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received by the City.

GOVERNMENTAL FUNDS

Governmental Funds are those through which most governmental functions of the City are financed. The acquisition, use, and balances of the City's expendable financial resources and the related liabilities (except those accounted for in the proprietary fund type) are accounted for through governmental funds. The measurement focus is upon determination of changes in financial position, rather than upon net income determination. The following are the City's governmental fund types:

The City reports the following major governmental funds:

The **General Fund** – is the general operating fund of the City. It is used to account for all financial resources except those required to be accounted for in another fund.

The **Capital Projects Fund** – is used to account for financial resources to be used for the acquisition or construction of general major capital facilities. Financing is provided primarily by the sale of general obligation bonds and developer contributions.

The **Debt Service Fund** – is used to account for the acquisition of resources for, and the payment of, general long-term debt principal and interest, and related costs.

Additionally, the City also reports the following fund type:

The **Special Revenue Fund** – accounts for the revenues and expenditures associated with a special project or purpose.

PROPRIETARY FUNDS

Proprietary Funds are used to account for activities that are similar to those often found in the private sector. The measurement focus is upon determination of net income and capital maintenance.

The City reports the following major proprietary funds:

The **Water and Wastewater Fund** – is used to account for operations (a) that are financed and operated in a manner similar to private business enterprises – where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or (b) where the governing body has decided that periodic determination of revenue earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes. This fund is used to account for water and wastewater operations.

The **Drainage Utility Fund** – is used to account for the establishment and maintenance of drainage facilities within the municipal boundaries of the City. All activities necessary to provide such facilities are accounted for in this fund, included but not limited to, administration, operations, maintenance, billing and collections.

FIDUCIARY FUNDS

Agency Fund – *Fiduciary Funds* are used to account for assets held by the City in a trustee capacity or as an agent on behalf of others. Agency funds are custodial in nature and do not present results of operations or have a measurement focus. The City has two agency funds: Employee Activity and the Sesquicentennial Fund. These funds are held for the benefit of City employees and to benefit the City's historical purposes.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements. Exceptions to this general rule are charges between the City's water and wastewater function and various other functions of the government. Elimination of these charges would distort the direct costs and program revenue reported for the various functions concerned.

Amounts reported as *program revenues* include: 1) charges to customers or applicants for goods, services, or privileges provided, 2) operating grants and contributions, and 3) capital grants and contributions, including special assessments. Internally dedicated resources are reported as *general revenues* rather than as program revenue. Likewise, general revenue includes all taxes.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the City's Enterprise Funds are charges to customers for sales and services. Operating expenses for Enterprise Funds include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenue and expenses not meeting this definition are reported as nonoperating revenue and expenses.

D. Cash and Cash Equivalents and Investments

For purposes of the statement of cash flows, the Enterprise Fund considers all highly liquid investments (investments with original maturities less than 90 days, including restricted assets) to be cash equivalents.

The City's cash and cash equivalents are considered to be cash on hand, demand deposits and short-term investments with original maturities of three months or less from the date of acquisition. Investments for the City are reported at fair value, except for the position in investment pools. The City's investment in pools are 2a7-like pools and are reported at the net asset value per share (with approximate fair value) even though it is calculated using the amortized cost method. A 2a7-like pool is one which is not registered with the Securities and Exchange Commission ("SEC") as an investment company, but nevertheless has a policy that will, and does, operating in a manner consistent with the SEC's Rule 2a7 of the Investment Company Act of 1940.

E. Receivables and Payables

Activity between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as either "due to/from other funds" (i.e., the current portion of interfund loans) or "advances to/from other funds" (i.e., the noncurrent portion of interfund loans). All other outstanding balances between funds are reported as "due to/from other funds." Any residual balances outstanding between the governmental activities and business-type activities are reported in the government-wide financial statements as "internal balances."

Advances between funds, as reported in the fund financial statements, are offset by a fund balance reserve account in applicable governmental funds to indicate that they are not available for appropriation and are not expendable available financial resources.

The allowance for utility receivables is the total of final bills that have been sent out by the City. Final bills are bills that have been sent out to customers that have notified the City of a discontinuation of service. Ambulance receivables in excess of 180 days comprise the ambulance allowance for uncollectables. The allowance for uncollectable accounts for capias warrants is set at 90% of outstanding receivables.

Property taxes are levied on October 1 and attach as an enforceable lien on property as of January 1. Statements are mailed on October 1, or as soon thereafter as possible, and are due upon receipt. All unpaid taxes become delinquent if not paid before February 1 of the following year.

F. Inventories

Inventories in the Enterprise Fund are valued at cost (first-in, first-out method).

G. Capital Assets

Capital assets, which include property, plant, equipment and infrastructure assets (e.g. roads, bridges, sidewalks and similar items) are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. The City defines capital assets as assets with an initial, individual cost of more than \$5,000 (amount not rounded) and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at acquisition value, which is the price that would be paid to acquire an asset with equivalent service potential at the acquisition date.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets' lives are not capitalized.

Major outlays for capital assets and improvements are capitalized as projects are constructed.

Property, plant and equipment is depreciated using the straight-line method over the following estimated useful lives:

<u>Assets</u>	<u>Years</u>
Buildings	15 - 50
Improvements	20 - 50
Equipment	5 - 10
Infrastructure (streets and drainage)	50
Water distribution/sewer collection	5 - 40

H. Compensated Absences

City employees are granted vacation and sick pay in varying amounts. In the event of termination, an employee is paid for all accumulated, unused vacation. Vacation pay is accrued as it vests to the employee. Sick pay is recorded when paid or upon retirement when a maximum of 90 days is paid. The accrued sick pay is not recorded, as the City's policy is not to compensate employees upon separation of services with the City, except for retirement, and such amounts are not considered material. All vacation pay is accrued when incurred in the government-wide and proprietary fund financial statements.

I. Long-term Obligations

In the government-wide financial statements and proprietary fund types in the fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund type statement of net position.

In the fund financial statements, the face amount of debt issued is reported as other financing sources for the governmental fund types.

For governmental fund types, bond premiums and discounts, as well as issuance costs, are recognized during the current period. Bond proceeds are reported as another financing source. Issuance costs, even if withheld from the actual net proceeds received, are reported as expenditures. For proprietary fund types, bond premiums and discounts, as well as issuance costs, are charged to current operations rather than being deferred and amortized due to the relatively immaterial effect on the basic financial statements taken as a whole.

J. Fund Balance Classification

The governmental fund financial statements present fund balances based on classifications that comprise a hierarchy that is based primarily on the extent to which the City is bound to honor constraints on the specific purposes for which amounts in the respective governmental funds can be spent. The classifications used in the governmental fund financial statements are as follows:

- **Nonspendable:** This classification includes amounts that cannot be spent because they are either (a) not in spendable form or (b) are legally or contractually required to be maintained intact. Nonspendable items are not expected to be converted to cash or are not expected to be converted to cash within the next year.
- **Restricted:** This classification includes amounts for which constraints have been placed on the use of the resources either (a) externally imposed by creditors, grantors, contributors, or laws or regulations of other governments, or (b) imposed by law through constitutional provisions or enabling legislation.
- **Committed:** This classification includes amounts that can be used only for specific purposes pursuant to constraints imposed by resolution of the City Council, the City's highest level of decision making authority. These amounts cannot be used for any other purpose unless the Council removes or changes the specified use by taking the same type of action that was employed when the funds were initially committed. This classification also includes contractual obligations to the extent that existing resources have been specifically committed for use in satisfying those contractual requirements.
- **Assigned:** This classification includes amounts that are constrained by the City's intent to be used for a specific purpose but are neither restricted nor committed. This is done through resolution of the City Council. This intent can be expressed by the Chief Financial Officer.
- **Unassigned:** This classification includes the residual fund balance for the General Fund. The unassigned classification also includes negative residual fund balance of any other governmental fund that cannot be eliminated by offsetting of assigned fund balance amounts.

When an expenditure is incurred for purposes for which both restricted and unrestricted fund balance is available, the City considers restricted funds to have been spent first. When an expenditure is incurred for which committed, assigned, or unassigned fund balances are available, the City considers amounts to have been spent first out of committed funds, then assigned funds, and finally unassigned funds.

K. Minimum Unassigned Fund Balance

It is the goal of the City to achieve and maintain an unassigned fund balance in the General Fund equal to three months of that year's budgeted expenditures for both the General and Utility Funds. The City Council may declare a fiscal emergency and withdraw any amount of the unassigned General and Utility Funds' balances for purposes of addressing the fiscal emergency. Any such action must also provide for necessary appropriations to restore the designated fund balance to the balance within a three-year period.

L. Net Position Flow Assumption

Sometimes the City will fund outlays for a particular purpose from both restricted (e.g., restricted bond or grant proceeds) and unrestricted resources. In order to calculate the amounts to report as restricted – net position and unrestricted – net position in the government-wide and proprietary fund financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the City's policy to consider restricted – net position to have been depleted before unrestricted – net position is applied.

M. Deferred Outflows/Inflows of Resources

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then. The City has the following items that qualify for reporting in this category.

- Deferred charges on refundings - A deferred charge on refunding results from the difference in the carrying value of refunded debt and its reacquisition price. This amount is deferred and amortized over the shorter of the life of the refunded or refunding debt.
- Pension contributions after measurement date – These contributions are deferred and recognized in the following fiscal year.
- Difference in projected and actual earnings on pension assets – This difference is deferred and amortized over a closed five year period.
- Difference in expected actual pension experience – This difference is deferred and recognized over the estimated average remaining lives of all members determined as of the measurement date.

In addition to liabilities, the balance sheet will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of fund that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The government has one type of item, which arises only under a modified accrual basis of accounting, that qualifies for reporting in this category. Accordingly, the item, *unavailable revenue*, is reported only in the governmental funds balance sheet. The governmental funds report unavailable revenues from four sources: property taxes, municipal fines and ambulance fees, and a note payable from the component unit. These amounts are deferred and recognized as an inflow of resources in that period that the amounts become available. The City also had a deferred inflow of resources for the following:

- Difference in projected and actual earnings on pension assets. The difference will be amortized over a closed five year period.

N. Estimates

The preparation of financial statements, in conformity with generally accepted accounting principles, requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosures of contingent liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reporting period. Actual amounts could differ from those estimates.

O. Risk Management

Insurance coverage for property, liability and workers' compensation is provided by the Texas Municipal League Intergovernmental Risk Pool, a state insurance pool. Contributions to the Risk Pool for workers' compensation are based on the City's past claims history. The Risk Pool is self-sustaining through members' contributions and maintains insurance to limit risk of loss with an external insurance company. Settlement claims have not exceeded aggregate limits in the past three fiscal years.

P. Pensions

For purposes of measuring the net pension liability, pension related deferred outflows and inflows of resources, and pension expense, City specific information about its Fiduciary Net Position in the Texas Municipal Retirement System (TMRS) and additions to/deductions from the City's Fiduciary Net Position have been determined on the same basis as they are reported by TMRS. For this purpose, plan contributions are recognized in the period that compensation is reported for the employee, which is when contributions are legally due. Benefit payments and refunds are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value. Information regarding the City's Total Pension Liability is obtained from TMRS through a report prepared for the City by TMRS consulting actuary, Gabriel Roeder Smith & Company, in compliance with Governmental Accounting Standards Board (GASB) Statement No. 68, Accounting and Financial Reporting for Pensions.

2. RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS

Explanation of Certain Differences Between the Governmental Fund Balance Sheet and the Government-wide Statement of Net Position

The governmental fund balance sheet includes a reconciliation between *fund balance – total governmental funds* and *net position – governmental activities* as reported in the government-wide statement of net position. One element of that reconciliation explains, “Long-term liabilities are not due and payable in the current period and therefore are not reported in the funds.” The details of this \$(16,808,447) difference are as follows:

Bonds payable	\$(15,075,000)
Bond premiums	(239,163)
Capital leases payable	(362,251)
Accrued interest payable	(92,556)
Compensated absences	(839,634)
Net pension	(199,843)
Net adjustment to reduce <i>fund balance - total governmental funds</i> to arrive at <i>net position - governmental activities</i>	\$(16,808,447)

Explanation of Certain Differences Between the Governmental Fund Statement of Revenue, Expenditures and Changes in Fund Balances and the Government-wide Statement of Activities

The governmental fund statement of revenue, expenditures and changes in fund balances includes a reconciliation between *net changes in fund balances – total governmental fund* and *changes in net position of governmental activities* as reported in the government-wide statement of activities. One element of that reconciliation explains, “Governmental funds report capital outlays as expenditures. However, in the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.” The details of this \$(2,240,517) difference are as follows:

Capital outlay	\$ 2,471,192
Depreciation expense	(4,711,709)
Net adjustment to increase <i>net changes in fund balances - total governmental funds</i> to arrive at <i>changes in net position of governmental activities</i>	\$(2,240,517)

Another element of that reconciliation states, “Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the funds.” The details of this \$(2,436) difference are as follows:

Property taxes	\$(10,908)
Ambulance revenue	9,122
Adjudicated fines	(650)
Net adjustment to increase <i>net changes in fund balances - total governmental funds</i> to arrive at <i>changes in net position of governmental activities</i>	\$(2,436)

Another element of that reconciliation states, "The issuance of long-term debt (e.g., bonds, leases) provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the current financial resources of governmental funds." Neither transaction, however, has any effect on net position. The details of this \$1,307,931 difference are as follows:

Principal payments and refundings	\$ 1,398,318
Debt refunding - proceeds	(6,225,000)
Bond premium	(239,163)
Payment to escrow agent	<u>6,373,776</u>
Net adjustment to reduce <i>fund balance -total governmental funds</i> to arrive at <i>net position - governmental activities</i>	<u>\$ 1,307,931</u>

Another element of that reconciliation states, "Some expenses reported in the statement of activities do not require the use of current financial resources, and therefore are not reported as expenditures in governmental funds." The details of this \$(32,356) difference are as follows:

Compensated absences	\$(50,633)
Accrued interest	<u>18,277</u>
Net adjustment to decrease <i>net changes in fund balances - total governmental funds</i> to arrive at <i>changes in net position of governmental activities</i>	<u>\$(32,356)</u>

3. STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

A. Budgetary Information

The City Council follows these procedures in establishing budgetary data reflected in the basic financial statements:

- (1) Prior to September 1, the City Manager submits to the City Council a proposed operating budget for the fiscal year commencing the following October 1. The operating budget includes proposed expenditures and the means of financing them.
- (2) Public hearings are conducted to obtain taxpayer comments.
- (3) Prior to September 30, the budget is legally enacted through passage of an ordinance.
- (4) The City Manager is authorized to transfer budgeted amounts between departments within any fund; however, any revisions that alter the total expenditures of any fund must be approved by the City Council.

- (5) Formal budgetary integration is employed as a management control device during the year for the General, Debt Service, and Enterprise Funds. Budgetary control is maintained at the fund level.

Internal budgets are prepared and reviewed by the City Council for expenditures of Special Revenue Funds. These budgeted expenditures are not formally adopted by the City Council. No budgets were prepared for revenue of these funds for the year ended September 30, 2016.

- (6) Budgets for the General and the Debt Service Funds are adopted on a basis consistent with generally accepted accounting principles (GAAP). Formal budgeted amounts are as amended by the City Council for the General, Debt Service and Enterprise Funds.
- (7) Budgetary data for the Capital Projects Fund has not been presented in the accompanying basic financial statements, as such funds are budgeted over the life of the respective project and not on an annual basis. Accordingly, formal budgetary integration of the Capital Projects Fund is not employed and comparison of actual results of operations to budgetary data for such fund is not presented.
- (8) Budgetary data for the Enterprise and Drainage Utility Funds has not been presented since the reporting on such budgets is not legally required.

Expenditures Over Appropriations

Fire and rescue, and capital outlay expenditures in the general fund exceeded appropriations by \$117,663, and \$6,370. This overage was funded by under spending in other functions.

4. DETAILED NOTES ON ALL FUNDS

Deposits and Investments

As of September 30, 2016, the City had the following investments:

<u>Investment Type</u>	<u>Fair Value</u>	<u>Weighted Average Maturity (Days)</u>
LOGIC	\$ 24,915,955	45
U. S. Treasuries and Agencies	<u>26,329,029</u>	353
Total fair value	<u>\$ 51,244,984</u>	

The City categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs.

The City has the following recurring fair value measurements as of September 30, 2016:

- U.S. Treasury and Agency securities of \$8,199,795 are valued using quoted prices in an active market for identical assets (Level 1 inputs).
- U.S. Treasury and Agency securities of \$18,129,234 are valued using a matrix pricing model (Level 2 inputs).

The Public Funds Investment Act (Government Code Chapter 2256) contains specific provisions in the areas of investment practices, management reports and establishment of appropriate policies. Among other things, it requires the City to adopt, implement, and publicize an investment policy. That policy must address the following areas: (1) safety of principal and liquidity, (2) portfolio diversification, (3) allowable investments, (4) acceptable risk levels, (5) expected rates of return, (6) maximum allowable stated maturity of portfolio investments, (7) maximum average dollar-weighted maturity allowed based on the stated maturity date for the portfolio, (8) investment staff quality and capabilities, and (9) bid solicitation preferences for certificates of deposit. Statutes authorize the City to invest in (1) obligations of the U. S. Treasury, certain U. S. agencies, and the State of Texas; (2) certificates of deposit, (3) certain municipal securities, (4) money market savings accounts, (5) repurchase agreements, (6) bankers acceptances, (7) Mutual Funds, (8) investment pools, (9) guaranteed investment contracts, and (10) common trust funds. The Act also requires the City to have independent auditors perform test procedures related to investment practices as provided by the Act. The City is in substantial compliance with the requirements of the Act and with local policies.

The City's investment pools are 2a7-like pools. A 2a7-like pool is one which is not registered with the Securities and Exchange Commission ("SEC") as an investment company, but nevertheless has a policy that it will, and does, operate in a manner consistent with the SEC's Rule 2a7 of the Investment Company Act of 1940.

Interest Rate Risk. In accordance with its investment policy, the government manages its exposure to declines in fair market values by limiting the average dollar weighted maturity of its investment portfolios to a maximum of 540 days.

Custodial Credit Risk. The City maintains a cash and investment pool that combines cash of the various funds in order to maximize investment opportunities. The City's policy and state statutes require that all deposits in financial institutions be insured by the Federal Depository Insurance Corporation (FDIC) or fully collateralized as per the Public Funds Collateral Act. The City's deposits were fully insured or collateralized as required by state statutes as of September 30, 2016.

Credit Risk. It is the City's policy to limit its investments to investment types with an investment quality rating not less than A or its equivalent by a nationally recognized statistical rating organization. The City's investment pools are rated as follows by Standard & Poor's Investors Service.

LOGIC
U. S. Treasuries and Agencies

AAA
AA+

Receivables

Receivables as of year-end for the government's individual major funds, nonmajor funds and enterprise funds in the aggregate, including the applicable allowances for uncollectible accounts, are as follows:

	Governmental Funds				Enterprise Funds		
	General	Capital Projects	Debt Service	Nonmajor Funds	Water and Wastewater	Drainage Utility	Total
Receivables:							
Accounts	\$ 531,298	\$ -	\$ -	\$ -	\$ 2,215,337	\$ 110,164	\$ 2,856,799
Taxes	149,329	-	24,148	-	-	-	173,477
Due from other governments	681,882	-	261	654,472	-	-	1,336,615
Loans	142,500	-	2,480,000	-	-	-	2,622,500
Accrued interest	14,313	4,868	-	10,397	20,967	1,418	51,963
Gross receivables	1,519,322	4,868	2,504,409	664,869	2,236,304	111,582	7,041,354
Less: allowance for uncollectibles	(426,993)	-	-	-	(45,554)	-	(472,547)
Net total receivables	\$ 1,092,329	\$ 4,868	\$ 2,504,409	\$ 664,869	\$ 2,190,750	\$ 111,582	\$ 6,568,807

The City's property tax is levied each October 1 on the assessed value listed as of the prior January 1 for all real property and certain personal property located in the City. Tax liens attach as of January 1. The assessed value, net of exemptions, upon which the fiscal 2016 levy was based, was \$4,136,913,117.

Property taxes are limited by the Texas constitution to \$2.50 per \$100 of assessed valuation and by City Charter to \$1.50 per \$100 valuation. Also, the tax rate set per budget year shall not result in property tax revenue increase greater than seven percent of the total property tax revenue collected in the preceding budget year, adjusted for new construction, unless authorized by the voters of the City at a special election. The combined tax rate to finance general governmental service and debt service for the year ended September 30, 2016, was \$.3559 per \$100 of assessed valuation.

Taxes are due by January 31 following the levy date. Tax collections, including related penalties and interest, was \$13,800,935 for the year ended September 30, 2016. Property taxes receivable at September 30, 2016, were \$173,477.

The appraisal of property within the City is the responsibility of a countywide appraisal district as required by legislation passed by the Texas Legislature. The appraisal district is required under such legislation to assess all property within the appraisal district on the basis of 100% of its appraised value and is prohibited from applying any assessment ratios. The value of property within the appraisal district must be reviewed every three years; however, the City may, at its own expense, require annual reviews of appraised values. The City may challenge appraised values established by the appraisal district through various appeals and, if necessary, legal action.

Capital Assets

Capital asset activity for the year ended September 30, 2016, was as follows:

Primary Government

	Beginning Balance	Increases	Decreases	Ending Balance
Governmental activities:				
Capital assets, not being depreciated:				
Land	\$ 9,178,641	\$ -	\$ -	\$ 9,178,641
Construction in progress	5,122,642	1,031,140	(5,492,206)	661,576
Total assets not being depreciated	14,301,283	1,031,140	(5,492,206)	9,840,217
Capital assets, being depreciated:				
Buildings and improvements	46,882,488	2,893,158	-	49,775,646
Machinery and equipment	11,007,458	1,744,367	(346,871)	12,404,954
Infrastructure	93,599,298	2,273,489	-	95,872,787
Total capital assets being depreciated	151,489,244	6,911,014	(346,871)	158,053,387
Less accumulated depreciation:				
Buildings and improvements	(17,360,237)	(1,621,117)	-	(18,981,354)
Machinery and equipment	(8,650,817)	(1,172,538)	324,168	(9,499,187)
Improvements other than buildings	(26,316,435)	(1,918,054)	-	(28,234,489)
Total accumulated depreciation	(52,327,489)	(4,711,709)	324,168	(56,715,030)
Total capital assets being depreciated, net	99,161,755	2,199,305	(22,703)	101,338,357
Governmental activities capital assets, net	\$ 113,463,038	\$ 3,230,445	\$ (5,514,909)	\$ 111,178,574

	Beginning Balance	Increases	Decreases	Ending Balance
Business-type activities:				
Capital assets, not being depreciated:				
Land	\$ 304,839	\$ -	\$ -	\$ 304,839
Construction in progress	3,773,157	-	(3,773,157)	-
Total assets not being depreciated	4,077,996	-	(3,773,157)	304,839
Capital assets, being depreciated:				
Buildings and improvements	53,922	-	-	53,922
Machinery and equipment	2,008,921	206,303	(248,320)	1,966,904
Improvements other than buildings	74,597,681	4,446,583	-	79,044,264
Total capital assets being depreciated	76,660,524	4,652,886	(248,320)	81,065,090
Less accumulated depreciation:				
Buildings and improvements	(50,195)	(622)	-	(50,817)
Machinery and equipment	(1,420,984)	(230,404)	248,320	(1,403,068)
Improvements other than buildings	(32,944,014)	(1,904,990)	-	(34,849,004)
Total accumulated depreciation	(34,415,193)	(2,136,016)	248,320	(36,302,889)
Total capital assets being depreciated, net	42,245,331	2,516,870	-	44,762,201
Business-type activities capital assets, net	\$ 46,323,327	\$ 2,516,870	\$ (3,773,157)	\$ 45,067,040

	Beginning Balance	Increases	Decreases	Ending Balance
Component unit:				
Capital assets, not being depreciated:				
Construction in progress	\$ 12,217,863	\$ -	\$ (2,798,999)	\$ 9,418,864
Total assets not being depreciated	12,217,863	-	(2,798,999)	9,418,864
Capital assets, being depreciated:				
Improvements other than buildings	1,853,241	5,025,877	-	6,879,118
Total capital assets being depreciated	1,853,241	5,025,877	-	6,879,118
Less accumulated depreciation:				
Improvements other than buildings	(262,623)	(141,767)	-	(404,390)
Total accumulated depreciation	(262,623)	(141,767)	-	(404,390)
Total capital assets being depreciated, net	1,590,618	4,884,110	-	6,474,728
Component unit capital assets, net	\$ 13,808,481	\$ 4,884,110	\$ (2,798,999)	\$ 15,893,592

Depreciation expense was charged to functions/programs of the primary government as follows:

Governmental activities:	
General government	\$ 526,770
Fire and rescue	426,675
Leisure services	1,173,705
Maintenance	9,203
Police	548,606
Streets and drainage	2,026,750
Total depreciation expense - governmental activities	\$ 4,711,709
Business-type activities:	
Water and wastewater	\$ 2,005,027
Drainage utility	130,989
Total depreciation expense - business-type activities	\$ 2,136,016

Construction Commitments

The government has active construction projects as of September 30, 2016. The major projects are listed as follows:

Project	Spent-to-date	Remaining Commitment
Bedford Road Retaining Wall	\$ 52,265	\$ 300,035
Glade Road Design Phase 1	622,894	41,471
Glade Road Design Phases 2-4	195,013	1,245,926
Glade Road ROW Phase 1	459,985	465,015
Westcoat	356,092	257,757
Total	\$ 1,686,249	\$ 2,310,204

Interfund Transactions

The composition of interfund transfers as of September 30, 2016, is as follows:

Interfund Transfers

	Transfer In				Total
	General	Capital Projects	Debt Service	Nonmajor Government Funds	
Transfer Out:					
General	\$ -	\$ 4,007,583	\$ -	\$ 252,000	\$ 4,259,583
Nonmajor governmental	-	-	500,242	10,000	510,242
Water and wastewater	832,350	-	-	44,286	876,636
Drainage fee	-	-	-	19,032	19,032
Total Transfers Out	\$ <u>832,350</u>	\$ <u>4,007,583</u>	\$ <u>500,242</u>	\$ <u>325,318</u>	\$ <u>5,665,493</u>

The transfer of \$832,350 from the Water and Wastewater Fund to the General Fund represents the 2016 Administrative transfer and the franchise fee based on gross water and wastewater revenue of the prior year's audited financial statements. The transfer of \$3,542,178 from the General Fund to the Capital Projects and nonmajor governmental funds represents transfers for capital replacement. The transfer of \$500,242 from the Crime District to the Debt Service Fund is for the repayment of debt. All principal and interest is paid from the Debt Service Fund's bank account.

Long-term Liabilities

General Obligation Bonds

The government issues general obligation bonds to provide funds for the acquisition and construction of major capital facilities. General obligation bonds have been issued for governmental activities. The original amount of general obligation bonds issued in prior years was \$35,540,000.

General obligation bonds are direct obligations and pledge the full faith and credit of the government. These bonds generally are issued as 20-year serial bonds with equal amounts of principal maturing each year. General obligation bonds currently outstanding are as follows:

Purpose	Interest Rates	Amount
Governmental activities	2% - 5%	\$ <u>15,075,000</u>
		\$ <u>15,075,000</u>

Long-term liability activity for the year ended September 30, 2016, was as follows:

	Balance September 30, 2015	Additions	Retirements	Balance September 30, 2016	Amounts Due Within One Year
<u>Governmental activities</u>					
General obligation bonds and certificates of obligation	\$ 6,920,000	\$ 6,225,000	\$ 4,595,000	\$ 8,550,000	\$ 825,000
Premium on bonds	-	239,163	-	239,163	-
Sales tax revenue bonds	6,935,000	-	410,000	6,525,000	420,000
Capital lease obligations	649,345	-	287,094	362,251	144,721
Net pension obligation	-	199,843	-	199,843	-
Compensated absences	789,001	513,460	462,826	839,635	167,927
Total governmental activities	<u>15,293,346</u>	<u>7,177,466</u>	<u>5,754,920</u>	<u>16,715,892</u>	<u>1,557,648</u>
<u>Business-type activities</u>					
Revenue bonds and certificates of obligation	1,540,000	-	450,000	1,090,000	460,000
Premium on bonds	59,854	-	9,976	49,878	-
Net pension obligation	-	27,023	-	27,023	-
Compensated absences	74,348	61,597	44,571	91,374	18,275
Total business-type activities	<u>1,674,202</u>	<u>88,620</u>	<u>504,547</u>	<u>1,258,275</u>	<u>478,275</u>
Total primary government	<u>\$ 16,967,548</u>	<u>\$ 7,266,086</u>	<u>\$ 6,259,467</u>	<u>\$ 17,974,167</u>	<u>\$ 2,035,923</u>
<u>Component unit</u>					
Tax increment financing fund					
Note payable to primary government	\$ 3,105,000	\$ 2,480,000	\$ 3,105,000	\$ 2,480,000	\$ 600,000
Bond premium	83,900	96,161	83,900	96,161	-
Total component unit	<u>\$ 3,188,900</u>	<u>\$ 2,576,161</u>	<u>\$ 3,188,900</u>	<u>\$ 2,576,161</u>	<u>\$ 600,000</u>

For the governmental activities, compensated absences are generally liquidated by the General Fund.

Governmental activities long-term liabilities at September 30, 2016, consisted of the following:

General obligation bonds and certificates of obligation serviced by property tax revenue:

\$2,915,000 Series 2006 General Obligation Refunding bonds due in annual installments of \$25,000 to \$540,000 through February 15, 2019; interest at 3.64%.	\$ 1,545,000
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\$4,325,000 Series 2007 General Obligation Bonds due in annual installments of \$50,000 to \$555,000 through February 15, 2027; interest at 4.00% to 5.00%. Partially refunded in 2016.	150,000
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\$1,435,000 Series 2011 General Obligation Refunding Bonds due in annual installments of \$135,000 to \$800,000 through February 15, 2020; interest at 2.00% to 4.00%.	630,000
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\$6,225,000 Series 2016 General Obligation Refunding Bonds due in annual installments of \$475,000 to \$875,000 through February 15, 2027; interest at 2.00% to 3.00%.	<u>6,225,000</u>
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Total General Obligation Bonds and Certificates of Obligation	<u>\$ 8,550,000</u>
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\$9,570,000 Series 2013 Colleyville Economic Development Corporation Refunding and Improvement Sales Tax Revenue Bonds due in annual installments of \$340,000 to \$635,000 through February 15, 2029; interest at 2.88%	<u>\$ 6,525,000</u>
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Total Revenue Bonds	<u>\$ 6,525,000</u>
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The City's defeased debt as of September 30, 2016, was \$3,825,000.

Business-type activities long-term liabilities at September 30, 2016, consisted of the following:

Water and Wastewater Fund:

\$1,890,000 Series 2010 Waterworks and Wastewater System Refunding Bonds due in annual installments of \$155,000 to \$580,000 through January 1, 2018; interest at 2.00% - 3.00%.	<u>\$ 505,000</u>
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Total Water and Wastewater Fund	<u>\$ 505,000</u>
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Drainage Utility Fund:

\$1,135,000 Series 2011 Waterworks and Wastewater System Refunding Bonds due in annual installments of \$105,000 to \$225,000 through February 15, 2021; interest at 3.47%.	<u>\$ 585,000</u>
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Total Drainage Utility Fund	<u>\$ 585,000</u>
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Total Business-type activities	<u>\$ 1,090,000</u>
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The ordinances authorizing the issuance of Waterworks and Wastewater System Revenue Bonds created the Interest and Sinking Fund and Reserve Fund. The gross revenue of the waterworks and wastewater system, after deduction of reasonable expenses of operations and maintenance, are pledged to such funds in amounts equal to the total annual principal and interest requirements of the bonds and amounts required to maintain the Reserve Fund. At September 30, 2016, the City was in compliance with these requirements.

The City's component unit, the Tax Increment Financing District, long-term liabilities at September 30, 2016, consisted of the following:

Tax Increment Financing District

\$2,480,000 Note Payable to Primary Government due in annual installments of \$600,000 to \$645,000 through February 15, 2020; interest at 2.00% to 4.00%.	\$ <u>2,480,000</u>
Total Tax Increment Financing District	\$ <u><u>2,480,000</u></u>

Governmental Activities

September 30,	General Obligation Bonds and Certificates of Obligation		Revenue Bonds	
	Principal	Interest	Principal	Interest
2017	\$ 1,425,000	\$ 216,645	\$ 420,000	\$ 181,872
2018	1,460,000	177,838	425,000	169,704
2019	1,510,000	133,128	445,000	157,176
2020	1,045,000	91,425	460,000	144,144
2021	410,000	68,750	470,000	130,752
2022-2026	2,225,000	169,400	2,570,000	438,624
2027-2031	<u>475,000</u>	<u>4,750</u>	<u>1,735,000</u>	<u>75,816</u>
	\$ <u>8,550,000</u>	\$ <u>861,936</u>	\$ <u>6,525,000</u>	\$ <u>1,298,088</u>

Business-type Activities

September 30,	Revenue Bonds	
	Principal	Interest
2017	\$ 460,000	\$ 28,291
2018	265,000	16,899
2019	115,000	10,670
2020	125,000	6,506
2021	<u>125,000</u>	<u>2,169</u>
	\$ <u>1,090,000</u>	\$ <u>64,535</u>

**Discretely Presented Component Unit -
Tax Increment Financing Fund**

<u>September 30,</u>	<u>Revenue Bonds</u>	
	<u>Principal</u>	<u>Interest</u>
2017	\$ 600,000	\$ 55,781
2018	610,000	44,200
2019	625,000	28,725
2020	<u>645,000</u>	<u>9,675</u>
	<u>\$ 2,480,000</u>	<u>\$ 138,381</u>

Bond Refunding

On July 15, 2016, the City issued \$6,225,000 of General Obligation Refunding Bonds, Series 2016. The net proceeds from the issuance of the bonds were used to purchase U.S. Government Securities and those securities were deposited in an irrevocable trust with an escrow agent to provide future debt service payments. The refunded bonds are considered legally defeased and the liability for these bonds have been removed. The new bonds defeased the GO Bonds, Series 2007 and the Combination Tax and Tax Increment Revenue Refunding Bonds, Series 2011 bonds. The reacquisition price exceeded the net carrying amount of the old debt by \$7,743. The City refunded to reduce its total debt service payments by \$673,534 and to obtain an economic gain of \$602,797 (present value).

Capital Leases

The City has entered into lease agreements as lessee for financing and acquisition of equipment for the Fire Department. These lease agreements qualify as capital leases for accounting purposes and, therefore, have been recorded at the present value of its future minimum lease payments as of the inception date.

The assets acquired through capital leases are as follows:

	<u>Governmental Activities</u>
Asset:	
Machinery and equipment	\$ 1,552,161
Less: accumulated depreciation	<u>(732,455)</u>
Total	<u>\$ 819,706</u>

The future minimum lease obligations and the net present value of these minimum lease payments as of September 30, 2016, were as follows:

	Governmental Activities
2017	\$ 161,419
2018	116,839
2019	<u>116,839</u>
Total minimum lease payments	395,097
Less: amount representing interest	(32,846)
Present value of minimum lease payments	<u>\$ 362,251</u>

Defined Benefit Pension Policies

Plan Descriptions

The City participates as one of 866 plans in the nontraditional, joint contributory, hybrid defined benefit pension plan administered by the Texas Municipal Retirement System (TMRS). TMRS is an agency created by the State of Texas and administered in accordance with the TMRS Act, Subtitle G, Title 8, Texas Government Code (the TMRS Act) as an agency multiple-employer retirement system for municipal employees in the State of Texas. The TMRS Act places the general administration and management of the System with a six-member Board of Trustees. Although the Governor, with the advice and consent of the Senate, appoints the Board, TMRS is not fiscally dependent on the State of Texas. TMRS's defined benefit pension plan is a tax-qualified plan under Sections 401(a) of the Internal Revenue Code. TMRS issues a publicly available comprehensive annual financial report (CAFR) that can be obtained at www.tmrs.org.

All eligible employees of the City are required to participate in TMRS.

Benefits Provided

TMRS provides retirement, disability, and death benefits. Benefit provisions are adopted by the governing body of the City, within the options available in the state statutes governing TMRS.

At retirement, the benefit is calculated as if the sum of the employee's contributions, with interest, and the City-financed monetary credits with interest were used to purchase an annuity. Members may choose to receive their retirement benefit in one of seven payments options. Members may also choose to receive a portion of their benefit as a Partial Lump Sum Distribution in an amount equal to 12, 24, or 36 monthly payments, which cannot exceed 75% of the member's deposits and interest.

A summary of plan provisions for the City are as follows:

Employee deposit rate	7%
Matching ratio (City to employee)	2 to 1
Years required for vesting	5
Service retirement eligibility	20 years to any age, 5 years at age 60 and above
Updated service credit	100% repeating, transfers
Annuity increase to retirees	0% of CPI

Employees covered by benefit terms

At the December 31, 2015 valuation and measurement date, the following employees were covered by the benefit terms:

Inactive employees or beneficiaries currently receiving benefits	106
Inactive employees entitled to but not yet receiving benefits	117
Active employees	<u>181</u>
	<u>404</u>

Contributions

The contribution rates for employees in TMRS are either 5%, 6%, or 7% of employee gross earnings, and the City matching percentages are with 100%, 150%, or 200%, both as adopted by the governing body of the City. Under the state law governing TMRS, the contributions rate for each city is determined as the estimated amount necessary to finance the cost of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability.

Employees for the City were required to contribute 7% of their annual gross earnings during the fiscal year. The contribution rates for the City were 7.69% and 7.58% in calendar years 2015 and 2016, respectively. The city's contributions to TMRS for the year ended September 30, 2016, were \$941,907, and were equal to the required contributions.

Net Pension Liability

The city's Net Pension Liability (NPL) was measured as of December 31, 2015, and the Total Pension Liability (TPL) used to calculate the Net Pension Liability was determined by an actuarial valuation as of that date.

Actuarial assumptions:

The Total Pension Liability in the December 31, 2015 actuarial valuation was determined using the following actuarial assumptions:

Inflation	2.5% per year
Overall payroll growth	3.0% per year
Investment Rate of Return	6.75%, net of pension plan investment expense, including inflation

Salary increases were based on a service-related table. Mortality rates for active members, retirees, and beneficiaries were based on the gender-distinct RP2000 Combined Healthy Mortality Tables with Blue Collar Adjustment, with male rates multiplied by 109% and female rates multiplied by 103%. Based on the size of the city, rates are multiplied by a factor of 100%. The rates are projected on a fully generational basis by scale BB to account for future mortality improvements. For disabled annuitants, the gender-distinct RP2000 Combined Healthy Mortality Tables with Blue Collar Adjustments are used with males rates multiplied by 109% and female rates multiplied by 103% with a 3-year-set-forward for both males and females. In addition, a 3% minimum mortality rate is applied to reflect the impairment for younger members who become disabled. The rates are projected on a fully generational basis by scale BB to account for future mortality improvements subject to the 3% floor.

Actuarial assumptions used in the December 31, 2015, valuation were based on the results of actuarial experience studies. The experience study in TMRS was for the period of December 31, 2010 through December 31, 2014. Healthy post-retirement mortality rates and annuity purchase rates were updated based on a Mortality Experience Investigation Study covering the 2009 through 2011, and the dated December 31, 2013. These assumptions were first used in the December 31, 2013 valuation, along with a change to the Entry Age Normal (EAN) actuarial cost method. Assumptions are reviewed annually. No additional changes were made for the 2014 valuation. After the Asset Allocation Study analysis and experience investigation study, the Board amended the long-term expected rate of return on pension plan investments from 7% to 6.75%. Plan assets are managed on a total return basis with an emphasis on both capital appreciation as well as the production of income, in order to satisfy the short-term and long-term funding needs of TMRS.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expenses and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. In determining their best estimate of a recommended investment return assumption under the various alternative asset allocation portfolios, GRS focused on the area between (1) arithmetic mean (aggressive) without an adjustment for time (conservative) and (2) the geometric mean (conservative) with an adjustment for time (aggressive). At its meeting on July 30, 2015, the TMRS Board approved a new portfolio target allocation. The pension plan's policy in regard to the allocation of invested assets is established and may be amended by the TMRS Board of Trustees. Plan assets are managed on a total return basis with an emphasis on both capital appreciation as well as the production of income, in order to satisfy the short-term and long-term funding needs of TMRS. The target allocation and best estimates of arithmetic real rates of return for each major assets class are summarized in the following table:

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-Term Expected Real Rate of Return (Arithmetic)</u>
Domestic Equity	17.5%	4.55%
International Equity	17.5%	6.10%
Core Fixed Income	10.0%	1.00%
Non-Core Fixed Income	20.0%	3.65%
Real Return	10.0%	4.03%
Real Estate	10.0%	5.00%
Absolute Return	10.0%	4.00%
Private Equity	5.0%	8.50%
Total	100.0%	

Discount Rate

The discount rate used to measure the Total Pension Liability was 6.75%. The projection of cash flows used to determine the discount rate assumed that employee and employer contributions will be made at the rates specified in statute. Based on that assumption, the pension plan's Fiduciary Net Position was projected to be available to make all projected future benefit payments of current active and inactive employees. Therefore, the long-term expected rate of return on pension plan investments was applied to all period of projected benefit payments to determine the Total Pension Liability.

Changes in the Net Pension Liability

	Increase (Decrease)		
	Total Pension Liability (a)	Plan Fiduciary Net Position (b)	Net Pension Liability (a) - (b)
Balance at 12/31/2014	\$ 44,992,613	\$ 48,865,090	\$ (3,872,477)
Changes for the year:			
Service cost	1,820,192	-	1,820,192
Interest	3,149,676	-	3,149,676
Difference between expected and actual experience	(55,444)	-	(55,444)
Changes of assumptions	937,119	-	937,119
Contributions - employer	-	903,631	(903,631)
Contributions - employee	(1,814,665)	822,553	(2,637,218)
Net investment income	-	72,103	(72,103)
Benefit payments, including refunds of employee contributions	-	(1,814,665)	1,814,665
Administrative expense	-	(43,918)	43,918
Other changes	-	(2,170)	2,170
Net changes	<u>4,036,878</u>	<u>(62,466)</u>	<u>4,099,344</u>
Balance at 12/31/2015	<u>\$ 49,029,491</u>	<u>\$ 48,802,624</u>	<u>\$ 226,867</u>

The following presents the net pension liability of the City, calculated using the discount rate of 6.75%, as well as what the City's net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (5.75%) of 1-percentage-higher (7.75%) than the current rate:

	1% Decrease in Discount Rate (5.75%)	Discount Rate (6.75%)	1% Increase in Discount Rate (7.75%)
City's net pension liability	\$ 7,152,669	\$ 226,867	\$ (5,472,292)

Pension Plan Fiduciary Net Position

Detailed information about the pension plan's Fiduciary Net Position is available in a separately-issued TMRS financial report. The report may be obtained on the Internet at www.tmrs.org.

Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions. For the year ended September 30, 2016, the City recognized pension expense of \$1,774,402.

At September 30, 2016, the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual economic experience	\$ 79,978	\$ 43,821
Changes in actuarial assumptions	740,658	-
Difference between projected and actual investment earnings	3,035,484	-
Contributions subsequent to the measurement date	1,514,067	-
Total	\$ 5,370,187	\$ 43,821

\$1,514,067 reported as deferred outflows of resources related to pensions resulting from contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability for the year ending September 30, 2017. Other amounts reported as deferred outflows and inflows of resources related to pensions will be recognized in pension expenses as follows:

Year ended Dec 31	
2016	\$ 1,001,556
2017	1,001,556
2018	997,175
2019	812,012
	\$ 3,812,299

Water and Wastewater Contracts

The City has two contracts with the Trinity River Authority of Texas (TRA) for the purchase of treated water and for the transportation, treatment and disposal of sanitary sewage and other waste. The initial term of the contracts are 35 years (water – April 2014) and 50 years (wastewater – November 2023), however both contain language that they will continue in effect until all related bonds and refunding bonds in lieu of debt have been paid. While the provisions of each of the contracts vary, each contract basically requires the City to pay varying amounts based on the costs associated with water purchased and sewage transported and/or treated and disposed. The cost includes the City's proportionate share of TRA's operating and maintenance expenses, related debt service costs, and certain other miscellaneous charges. Purchases of treated water and charges for the transportation, treatment and disposal of sewage and other wastes during fiscal year 2016 amounted to approximately \$7,275,679 and \$2,375,369, respectively.

Advances from Developers

Developers are required by ordinance to construct perimeter streets and related storm drainage facilities. The developer may request a waiver from the Council for the construction requirements and instead deposit escrow funds with the City equal to one-half of the estimated cost of construction, which are utilized by the City to complete the project at some later date. At September 30, 2016, developers had escrowed \$3,052,842 with the City in connection with developer agreements.

Contingent Liabilities

The City has been named as a defendant or co-defendant in a number of legal actions. While the outcome of these cases is not known at this time, City management believes that any awards to insured parties which must be paid in excess of amounts covered by insurance will not be material to the financial position of the City.

Risk Financing and Insurance

The City is exposed to various risks of loss related to torts, theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. During the fiscal year 1974, the City joined the Texas Municipal League Workers Compensation Joint Insurance Fund for risks related to employees. During the fiscal year 1992, the City joined the Texas Municipal League Joint Insurance Fund for risks related to general liability, property and errors and omissions. Premiums are paid to the Pool, which retains a limit of loss. Reinsurance companies insure the risks beyond those limits. The City retains, as a risk, only the deductible amount of each policy. There have been no significant reductions in insurance coverage and no settlements exceeded insurance coverage in the past three fiscal years.

Other Postemployment Benefits

Supplemental Death Benefits Fund

The City also participates in the cost sharing multiple-employer defined benefit group term life insurance plan operated by the Texas Municipal Retirement System (TMRS) known as the Supplemental Death Benefits Fund (SDBF). The City elected, by ordinance to provide group term life insurance coverage to both current and retired employees. The City may terminate coverage under and discontinue participation in the SDBF by adopting an ordinance before November 1 of any year to be effective the following January 1.

The death benefit for active employees provides a lump sum payment approximately equal to the employee's annual salary (calculated based on the employee's actual earnings, for the 12-month period preceding the month of death); retired employees are insured for \$7,500; this coverage is an "other postemployment benefit," or OPEB.

The City contributes to SDBF at a contractually required rate as determined by an annual actuarial valuation. The rate is equal to the cost of providing one-year term life insurance. The funding policy for the SDBF program is to assure that adequate resources are available to meet all death benefit payments for the upcoming year; the intent is not to pre-fund retiree life insurance during employees' entire careers.

The City's contributions to the TMRS SDBF for the years ended 2016, 2015, and 2014 were \$18,639, \$17,776, and \$16,837, respectively, which equaled the required contributions each year.

Schedule of Contribution Rates			
Accounting Year Ending	Annual Required Contribution (Rate)	Actual Contribution Made (Rate)	Percentage of ARC Contributed
09/30/14	.016%	.016%	100%
09/30/15	.015%	.015%	100%
09/30/16	.015%	.015%	100%

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REQUIRED SUPPLEMENTARY INFORMATION

CITY OF COLLEYVILLE, TEXAS

SCHEDULE OF CHANGES IN NET PENSION LIABILITY AND RELATED RATIOS

FOR THE YEAR ENDED SEPTEMBER 30, 2016

Plan Year	2014	2015
A. Total pension liability		
Service Cost	\$ 1,598,908	\$ 1,820,192
Interest (on the Total Pension Liability)	2,938,763	3,149,676
Difference between expected and actual experience	136,216	(55,444)
Changes in assumptions	-	937,119
Benefit payments, including refunds of employee contributions	(1,728,299)	(1,814,665)
Net change in total pension liability	2,945,588	4,036,878
Total pension liability - beginning	42,047,025	44,992,613
Total pension liability - ending (a)	\$ 44,992,613	\$ 49,029,491
B. Plan fiduciary net position		
Contributions - Employer	\$ 745,874	\$ 903,631
Contributions - Employee	763,324	822,553
Net Investment Income	2,657,437	72,103
Benefit payments, including refunds of employee contributions	(1,728,299)	(1,814,665)
Administrative Expenses	(27,747)	(43,918)
Other	(2,281)	(2,170)
Net change in plan fiduciary net position	2,408,308	(62,466)
Plan fiduciary net position - beginning	46,456,782	48,865,090
Plan fiduciary net position - ending (b)	\$ 48,865,090	\$ 48,802,624
C. Net pension liability - ending (a) - (b)	\$(3,872,477)	\$ 226,867
D. Plan fiduciary net position as a percentage of total pension liability	108.61%	99.54%
E. Covered employee payroll	\$ 10,904,635	\$ 11,750,753
F. Net position liability as a percentage of covered employee payroll	-35.51%	1.93%

Note: This schedule is required to have 10 years of information, but the information prior to 2014 is not available.

CITY OF COLLEYVILLE, TEXAS

SCHEDULE OF CONTRIBUTIONS

FOR THE YEAR ENDED SEPTEMBER 30, 2016

Fiscal Year	2014	2015	2016
Actuarial determined contribution	\$ 738,034	\$ 868,363	\$ 941,907
Contributions in relation to the actuarially determined contribution	<u>738,034</u>	<u>868,363</u>	<u>941,907</u>
Contribution deficiency (excess)	-	-	-
Covered employee payroll	10,707,890	11,640,489	12,281,471
Contributions as a percentage of covered employee payroll	6.89%	7.46%	7.67%

NOTES TO SCHEDULE OF CONTRIBUTIONS

Valuation Date: Actuarially determined contribution rates are calculated as of December 31 and become effective in January 13 months later.

Methods and Assumptions Used to Determine Contribution Rates:

Actuarial Cost Method	Entry Age Normal
Amortization Method	Level Percentage of Payroll, Closed
Remaining Amortization Period	25 years
Asset Valuation Method	10 Year smoothed market; 15% soft corridor
Inflation	2.50%
Salary Increases	3.50% to 10.5% including inflation
Investment Rate of Return	6.75%
Retirement Age	Experience-based table of rates that are specific to the City's plan of benefits. Last updated for the 2015 valuation pursuant to an experience study of the period 2010-2014.
Mortality	RP2000 Combined Mortality Table with Blue Collar Adjustment with male rates multiplied by 109% and female rates multiplied by 103% and projected on a fully generational basis of with BB.

Other Information:

Notes: There were no benefit changes durin

Note: This schedule is required to have 10 years of information, but the information prior to 2014 is not available.

NONMAJOR GOVERNMENTAL FUNDS

SPECIAL REVENUE FUNDS

Special Revenue Funds are used to account for specific revenues that are legally restricted to expenditure for particular purposes.

Voluntary Park – This fund is used to account for the operations for which voluntary contributions by citizens are used. Contributions are used primarily to support park activities.

Voluntary Library – This fund is used to account for the operations for which voluntary contributions by citizens are used. Contributions are used primarily to support library activities.

Police Asset Forfeiture – This fund is used to account for activity related to seizure of assets in criminal-related activities.

Tree Preservation – This fund is used to account for operations related to replacement of trees, which are eliminated due to commercial development. Contributions are received from entities that are developing the property.

Library Donation – This fund is used to account for private and corporate donations for capital purchases related to the library building for the City.

Recreational Event – This fund is used to account for activities related to special events for the City.

Colleyville Center Development – This fund is used to account for contributions received to construct a community center.

Recycling – This fund is used to account for the promotion of recycling activities in the City of Colleyville. Contributions are received from the holder of the City's recycling franchise.

LEOSE (Law Enforcement Officer Standards and Education) – This fund is used to account for activities related to the continuing education of qualified law enforcement officers as funded by the State of Texas LEOSE Account.

Colleyville Economic Development – This fund is used to account for the use of bond proceeds and sales tax revenues for municipal park improvements, the purchase of land and equipment for additional neighborhood parks and for the construction of a community center and library.

Crime District – This fund is used to account for the Colleyville Crime Control and Prevention District formed to act on behalf of the City for financing the development of crime control throughout the City.

Kidsville Maintenance – This fund is used to account for contributions received for the maintenance of Kidsville Playground.

Special Donations – This fund is used to account for various donations made to the City for specific projects.

Court Technology – This fund is used to account for the collection and use of fines collected to be specifically used on technology for the court.

Court Security – This fund is used to account for the collection and use of fines collected to be specifically used for security purposes.

TDPA Grant – This fund is used to account for grant proceeds received for the acquisition of equipment and expenditures relating to fire and rescue.

Public Art – This fund is used to account for the acquisition of art to be placed in City owned facilities with high public visibility.

Juvenile Case Manager – This fund is used to account for staff, whose primary role is handling juvenile defendants in terms of teen court dockets, all school violations including truancy, failure to attend school and parental noncompliance violations, and mandatory classes for drug, tobacco and alcohol defendants, as permitted by state statute.

CAPITAL PROJECTS FUNDS

Capital Projects Funds are used to account for the acquisition and construction of major capital facilities other than those financed by proprietary funds and trust funds.

Colleyville Tomorrow Fund – is used to account for proceeds received on gas leases on City-owned property to be used for capital purchases.

Parks Tomorrow Fund – This fund is used to account for proceeds received on gas leases on City-owned parks property for parks capital projects.

Park Land Dedication Fund – This fund is used to account for the acquisition of land for new park sites and to make improvements to or expand existing parks to better serve new development. Fees collected from the developers of residential and commercial development finance the improvements.

Colleyville Economic Development Corporation (CEDC) – This fund is used to account for financial resources to be used for the acquisition or construction or CEDC capital facilities. Financing is provided primarily by the revenue from certificate of obligation bonds.

Capital and Cable Equipment Replacement – This fund is used to account for the replacement of cable equipment and other capital equipment.

Kimzey Park – This fund is used to account for the construction of Kimzey Park. The source of funding was a Texas Parks and Wildlife state grant.

CITY OF COLLEYVILLE, TEXAS

COMBINING BALANCE SHEET

NONMAJOR GOVERNMENTAL FUNDS

SEPTEMBER 30, 2016

	Special Revenue Funds		
	Voluntary Park	Voluntary Library	Police Asset Forfeiture
ASSETS			
Cash and cash equivalents	\$ 1,924	\$ 53,163	\$ 2,112
Investments	817,413	359,478	-
Due from other governments	-	-	-
Accrued interest	<u>2,192</u>	<u>812</u>	<u>-</u>
Total assets	<u>821,529</u>	<u>413,453</u>	<u>2,112</u>
LIABILITIES			
Accounts payable	-	-	-
Accrued liabilities	-	-	-
Advances from developers	<u>-</u>	<u>-</u>	<u>-</u>
Total liabilities	<u>-</u>	<u>-</u>	<u>-</u>
FUND BALANCES			
Restricted	-	-	2,112
Committed	821,529	413,453	-
Assigned	<u>-</u>	<u>-</u>	<u>-</u>
Total fund balances	<u>821,529</u>	<u>413,453</u>	<u>2,112</u>
Total liabilities and fund balances	<u>\$ 821,529</u>	<u>\$ 413,453</u>	<u>\$ 2,112</u>

Special Revenue Funds

<u>Tree Preservation</u>	<u>Library Donation</u>	<u>Recreational Event</u>	<u>Colleyville Center Development</u>	<u>Recycling</u>	<u>LEOSE</u>
\$ 27,766	\$ 139,223	\$ 10,606	\$ 5,857	\$ 1,627	\$ 2,618
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
<u>27,766</u>	<u>139,223</u>	<u>10,606</u>	<u>5,857</u>	<u>1,627</u>	<u>2,618</u>
-	-	-	-	-	-
-	-	-	-	-	-
13,724	-	-	-	-	-
<u>13,724</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
-	139,223	-	5,857	-	2,618
14,042	-	-	-	-	-
-	-	10,606	-	1,627	-
<u>14,042</u>	<u>139,223</u>	<u>10,606</u>	<u>5,857</u>	<u>1,627</u>	<u>2,618</u>
<u>\$ 27,766</u>	<u>\$ 139,223</u>	<u>\$ 10,606</u>	<u>\$ 5,857</u>	<u>\$ 1,627</u>	<u>\$ 2,618</u>

CITY OF COLLEYVILLE, TEXAS

COMBINING BALANCE SHEET

NONMAJOR GOVERNMENTAL FUNDS

(Continued)

SEPTEMBER 30, 2016

	Special Revenue Funds		
	Colleyville Economic Development	Crime District	Kidsville Maintenance
ASSETS			
Cash and cash equivalents	\$ 2,602,046	\$ 1,295,306	\$ 20,237
Investments	510,349	-	-
Due from other governments	343,988	299,653	-
Accrued interest	514	-	-
Total assets	3,456,897	1,594,959	20,237
LIABILITIES			
Accounts payable	-	100,474	-
Accrued liabilities	-	10,826	-
Advances from developers	-	-	-
Total liabilities	-	111,300	-
FUND BALANCES			
Restricted	3,456,897	1,483,659	20,237
Committed	-	-	-
Assigned	-	-	-
Total fund balances	3,456,897	1,483,659	20,237
Total liabilities and fund balances	\$ 3,456,897	\$ 1,594,959	\$ 20,237

Special Revenue Funds

Special Donations	Court Technology	Court Security	TDPA Grant	Public Art	Juvenile Case Manager
\$ 67,973	\$ 121,820	\$ 57,495	\$ 8,133	\$ 7,904	\$ 25,881
-	-	-	-	-	-
-	-	10,831	-	-	-
-	-	-	-	-	-
<u>67,973</u>	<u>121,820</u>	<u>68,326</u>	<u>8,133</u>	<u>7,904</u>	<u>25,881</u>
-	-	-	-	-	34
-	-	98	-	-	753
-	-	-	-	-	-
-	-	98	-	-	787
67,973	121,820	68,228	8,133	-	25,094
-	-	-	-	-	-
-	-	-	-	7,904	-
<u>67,973</u>	<u>121,820</u>	<u>68,228</u>	<u>8,133</u>	<u>7,904</u>	<u>25,094</u>
<u>\$ 67,973</u>	<u>\$ 121,820</u>	<u>\$ 68,326</u>	<u>\$ 8,133</u>	<u>\$ 7,904</u>	<u>\$ 25,881</u>

CITY OF COLLEYVILLE, TEXAS

COMBINING BALANCE SHEET

NONMAJOR GOVERNMENTAL FUNDS

(Continued)

SEPTEMBER 30, 2016

	Capital Project Funds		
	Colleyville Tomorrow	Parks Tomorrow	Park Land Dedication
ASSETS			
Cash and cash equivalents	\$ 1,799,950	\$ 1,050,062	\$ 158,186
Investments	475,224	-	1,613,848
Due from other governments	-	-	-
Accrued interest	<u>1,123</u>	<u>-</u>	<u>3,859</u>
Total assets	<u>2,276,297</u>	<u>1,050,062</u>	<u>1,775,893</u>
LIABILITIES			
Accounts payable	500	14,013	-
Accrued liabilities	-	-	-
Advances from developers	<u>-</u>	<u>-</u>	<u>-</u>
Total liabilities	<u>500</u>	<u>14,013</u>	<u>-</u>
FUND BALANCES			
Restricted	-	-	-
Committed	2,275,797	1,036,049	1,775,893
Assigned	<u>-</u>	<u>-</u>	<u>-</u>
Total fund balances	<u>2,275,797</u>	<u>1,036,049</u>	<u>1,775,893</u>
Total liabilities and fund balances	\$ <u>2,276,297</u>	\$ <u>1,050,062</u>	\$ <u>1,775,893</u>

Capital Project Funds			
CEDC Capital Project	Capital and Cable Equipment Replacement	Kimzey Park	Total Governmental Funds
\$ 65,794	\$ 375,170	\$ -	\$ 7,900,853
-	599,725	-	4,376,037
-	-	-	654,472
-	1,897	-	10,397
65,794	976,792	-	12,941,759
-	-	-	115,021
-	-	-	11,677
-	-	-	13,724
-	-	-	140,422
-	-	-	5,401,851
65,794	-	-	6,402,557
-	976,792	-	996,929
65,794	976,792	-	12,801,337
\$ 65,794	\$ 976,792	\$ -	\$ 12,941,759

CITY OF COLLEYVILLE, TEXAS

COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES

NONMAJOR GOVERNMENTAL FUNDS

FOR THE YEAR ENDED SEPTEMBER 30, 2016

	Special Revenue Funds		
	Voluntary Park	Voluntary Library	Police Asset Forfeiture
REVENUES			
Taxes	\$ -	\$ -	\$ -
Fees and fines	-	-	-
Intergovernmental	-	-	-
Charges for services	-	-	-
Donations	159,873	159,873	-
Investment earnings	7,501	1,736	-
Miscellaneous	-	-	183
Total revenues	<u>167,374</u>	<u>161,609</u>	<u>183</u>
EXPENDITURES			
Current:			
General government	-	-	-
Fire and rescue	-	-	-
Leisure services	103,118	152,917	-
Municipal court	-	-	-
Police	-	-	2,163
Debt service:			
Principal	-	-	-
Interest and other charges	-	-	-
Capital outlay	94,953	-	-
Total expenditures	<u>198,071</u>	<u>152,917</u>	<u>2,163</u>
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	<u>(30,697)</u>	<u>8,692</u>	<u>(1,980)</u>
OTHER FINANCING SOURCES (USES)			
Sale of capital assets	-	-	-
Transfers in	-	-	-
Transfers out	-	-	-
Total other financing sources and uses	<u>-</u>	<u>-</u>	<u>-</u>
NET CHANGE IN FUND BALANCES	<u>(30,697)</u>	<u>8,692</u>	<u>(1,980)</u>
FUND BALANCES, BEGINNING	<u>852,226</u>	<u>404,761</u>	<u>4,092</u>
FUND BALANCES, ENDING	<u>\$ 821,529</u>	<u>\$ 413,453</u>	<u>\$ 2,112</u>

Special Revenue Funds

Tree Preservation	Library Donation	Recreational Event	Colleyville Center Development	Recycling	LEOSE
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
-	-	-	-	-	-
-	2,175	-	-	-	4,026
-	-	-	-	-	-
-	19,040	13,772	-	-	-
-	-	-	-	-	-
-	-	-	-	15,000	-
-	21,215	13,772	-	15,000	4,026
10,693	-	-	-	15,000	-
-	-	-	-	-	-
-	17,053	8,615	-	-	-
-	-	-	-	-	-
-	-	-	-	-	3,119
-	-	-	-	-	-
-	-	-	-	-	-
10,693	17,053	8,615	-	15,000	3,119
(10,693)	4,162	5,157	-	-	907
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
(10,693)	4,162	5,157	-	-	907
24,735	135,061	5,449	5,857	1,627	1,711
\$ 14,042	\$ 139,223	\$ 10,606	\$ 5,857	\$ 1,627	\$ 2,618

CITY OF COLLEYVILLE, TEXAS

COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES

NONMAJOR GOVERNMENTAL FUNDS

(Continued)

FOR THE YEAR ENDED SEPTEMBER 30, 2016

	Special Revenue Funds		
	Colleyville Economic Development	Crime District	Kidsville Maintenance
REVENUES			
Taxes	\$ 1,864,083	\$ 1,661,372	\$ -
Fees and fines	-	-	-
Intergovernmental	-	-	-
Charges for services	-	-	-
Donations	-	-	-
Investment earnings	8,347	3,931	-
Miscellaneous	-	-	-
Total revenues	<u>1,872,430</u>	<u>1,665,303</u>	<u>-</u>
EXPENDITURES			
Current:			
General government	65,746	-	-
Fire and rescue	-	-	-
Leisure services	413,915	-	14
Municipal court	-	-	-
Police	-	912,379	-
Debt service:			
Principal	410,000	-	-
Interest and other charges	193,824	-	-
Capital outlay	<u>307,942</u>	<u>283,505</u>	<u>-</u>
Total expenditures	<u>1,391,427</u>	<u>1,195,884</u>	<u>14</u>
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	<u>481,003</u>	<u>469,419</u>	<u>(14)</u>
OTHER FINANCING SOURCES (USES)			
Sale of capital assets	-	42,839	-
Transfers in	-	-	-
Transfers out	-	(510,242)	-
Total other financing sources and uses	<u>-</u>	<u>(467,403)</u>	<u>-</u>
NET CHANGE IN FUND BALANCES	481,003	2,016	(14)
FUND BALANCES, BEGINNING	<u>2,975,894</u>	<u>1,481,643</u>	<u>20,251</u>
FUND BALANCES, ENDING	<u>\$ 3,456,897</u>	<u>\$ 1,483,659</u>	<u>\$ 20,237</u>

Special Revenue Funds

Special Donations	Court Technology	Court Security	TDPA Grant	Public Art	Juvenile Case Manager
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
-	23,834	17,845	-	-	58,160
4,000	-	-	-	-	-
-	61,664	10,831	-	-	-
61,731	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
<u>65,731</u>	<u>85,498</u>	<u>28,676</u>	<u>-</u>	<u>-</u>	<u>58,160</u>
-	-	-	-	-	-
18,941	-	-	-	-	-
20,313	-	-	-	-	-
-	25,385	33,408	-	-	53,300
807	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
<u>30,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<u>70,061</u>	<u>25,385</u>	<u>33,408</u>	<u>-</u>	<u>-</u>	<u>53,300</u>
(4,330)	60,113	(4,732)	-	-	4,860
-	-	-	-	-	-
-	-	-	-	-	-
<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
-	-	-	-	-	-
(4,330)	60,113	(4,732)	-	-	4,860
<u>72,303</u>	<u>61,707</u>	<u>72,960</u>	<u>8,133</u>	<u>7,904</u>	<u>20,234</u>
<u>\$ 67,973</u>	<u>\$ 121,820</u>	<u>\$ 68,228</u>	<u>\$ 8,133</u>	<u>\$ 7,904</u>	<u>\$ 25,094</u>

CITY OF COLLEYVILLE, TEXAS

COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES

NONMAJOR GOVERNMENTAL FUNDS

(Continued)

FOR THE YEAR ENDED SEPTEMBER 30, 2016

	Capital Project Funds		
	Colleyville Tomorrow	Parks Tomorrow	Park Land Dedication
REVENUES			
Taxes	\$ -	\$ -	\$ -
Fees and fines	-	-	-
Intergovernmental	-	-	-
Charges for services	-	-	-
Donations	-	-	7,208
Investment earnings	10,155	5,306	16,910
Miscellaneous	-	-	-
Total revenues	<u>10,155</u>	<u>5,306</u>	<u>24,118</u>
EXPENDITURES			
Current:			
General government	-	18,580	-
Fire and rescue	-	-	-
Leisure services	-	20,586	250,587
Municipal court	-	-	-
Police	-	-	-
Debt service:			
Principal	-	-	-
Interest and other charges	-	-	-
Capital outlay	<u>81,213</u>	<u>127,747</u>	<u>315,480</u>
Total expenditures	<u>81,213</u>	<u>166,913</u>	<u>566,067</u>
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	<u>(71,058)</u>	<u>(161,607)</u>	<u>(541,949)</u>
OTHER FINANCING SOURCES (USES)			
Sale of capital assets	-	-	-
Transfers in	63,318	-	-
Transfers out	-	-	-
Total other financing sources and uses	<u>63,318</u>	<u>-</u>	<u>-</u>
NET CHANGE IN FUND BALANCES	<u>(7,740)</u>	<u>(161,607)</u>	<u>(541,949)</u>
FUND BALANCES, BEGINNING	<u>2,283,537</u>	<u>1,197,656</u>	<u>2,317,842</u>
FUND BALANCES, ENDING	<u>\$ 2,275,797</u>	<u>\$ 1,036,049</u>	<u>\$ 1,775,893</u>

Capital Project Funds			
CEDC Capital Project	Capital and Cable Equipment Replacement	Kimzey Park	Total Governmental Funds
\$ -	\$ -	\$ -	\$ 3,525,455
-	-	-	99,839
-	-	-	10,201
-	-	-	72,495
-	-	-	421,497
-	4,202	-	58,088
-	10,344	-	25,527
-	14,546	-	4,213,102
-	-	-	110,019
-	-	-	18,941
-	-	-	987,118
-	-	-	112,093
-	14,217	-	932,685
-	-	-	410,000
-	-	-	193,824
-	83,496	3,576	1,327,912
-	97,713	3,576	4,092,592
-	(83,167)	(3,576)	120,510
-	-	-	42,839
-	262,000	-	325,318
-	-	-	(510,242)
-	262,000	-	(142,085)
-	178,833	(3,576)	(21,575)
65,794	797,959	3,576	12,822,912
\$ 65,794	\$ 976,792	\$ -	\$ 12,801,337

CITY OF COLLEYVILLE, TEXAS

DEBT SERVICE FUND

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL

FOR THE YEAR ENDED SEPTEMBER 30, 2016

	Budget	Actual	Variance with Budget - Positive (Negative)
REVENUES			
Taxes	\$ 681,434	\$ 763,439	\$ 82,005
Investment earnings	2,251	3,853	1,602
Total revenues	<u>683,685</u>	<u>767,292</u>	<u>83,607</u>
EXPENDITURES			
Debt service:			
Principal retirement	1,182,094	1,057,094	125,000
Interest and fiscal charges	369,886	369,836	50
Total expenditures	<u>1,551,980</u>	<u>1,426,930</u>	<u>125,050</u>
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	<u>(868,295)</u>	<u>(659,638)</u>	<u>208,657</u>
OTHER FINANCING SOURCES			
Refunding bonds issued	6,225,000	6,225,000	-
Payment to bond escrow agent	(6,373,776)	(6,373,776)	-
Premium on bond issuance	239,163	239,163	-
Transfers in	500,242	500,242	-
Total other financing sources	<u>590,629</u>	<u>590,629</u>	<u>-</u>
NET CHANGE IN FUND BALANCE	<u>(277,666)</u>	<u>(69,009)</u>	<u>208,657</u>
FUND BALANCE, BEGINNING	<u>829,510</u>	<u>829,510</u>	<u>-</u>
FUND BALANCE, ENDING	<u>\$ 551,844</u>	<u>\$ 760,501</u>	<u>\$ 208,657</u>

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AGENCY FUNDS

Employee Activity Fund – This fund is used to account for funds held by the City for the benefit of employees of the City.

Sesquicentennial Fund – This fund is used to account for funds held by the City for the benefit of the City of Colleyville's historical purposes.

CITY OF COLLEYVILLE, TEXAS

COMBINING STATEMENT OF FIDUCIARY NET POSITION

AGENCY FUNDS

SEPTEMBER 30, 2016

	Employee Activity Fund	Sesquicentennial Fund	Total
ASSETS			
Cash and cash equivalents	\$ 5,773	\$ 19,716	\$ 25,489
Total assets	\$ 5,773	\$ 19,716	\$ 25,489
LIABILITIES			
Due to other agencies and individuals	\$ 5,773	\$ 19,716	\$ 25,489
Total liabilities	\$ 5,773	\$ 19,716	\$ 25,489

CITY OF COLLEYVILLE, TEXAS

**COMBINING STATEMENT OF CHANGES IN
ASSETS AND LIABILITIES**

AGENCY FUNDS

FOR THE YEAR ENDED SEPTEMBER 30, 2016

Employee Activity Fund				
	Balance 10/01/15	Additions	Deletions	Balance 09/30/16
Cash and cash equivalents	\$ 6,330	\$ 3,651	\$ 4,208	\$ 5,773
Total assets	\$ 6,330	\$ 3,651	\$ 4,208	\$ 5,773
Due to other agencies and individuals	\$ 6,330	\$ 3,651	\$ 4,208	\$ 5,773
Total liabilities	\$ 6,330	\$ 3,651	\$ 4,208	\$ 5,773

Sesquicentennial Fund				
	Balance 10/01/15	Additions	Deletions	Balance 09/30/16
Cash and cash equivalents	\$ 18,988	\$ 728	\$ -	\$ 19,716
Total assets	\$ 18,988	\$ 728	\$ -	\$ 19,716
Due to other agencies and individuals	\$ 18,988	\$ 728	\$ -	\$ 19,716
Total liabilities	\$ 18,988	\$ 728	\$ -	\$ 19,716

Total Agency Funds				
	Balance 10/01/15	Additions	Deletions	Balance 09/30/16
Cash and cash equivalents	\$ 25,318	\$ 4,379	\$ 4,208	\$ 25,489
Total assets	\$ 25,318	\$ 4,379	\$ 4,208	\$ 25,489
Due to other agencies and individuals	\$ 25,318	\$ 4,379	\$ 4,208	\$ 25,489
Total liabilities	\$ 25,318	\$ 4,379	\$ 4,208	\$ 25,489

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STATISTICAL SECTION

This part of the City of Colleyville, Texas' comprehensive annual financial report presents detailed information as a context for understanding what the information in the financial statements, note disclosures, and required supplementary information says about the government's overall financial health.

Contents	Page
Financial Trends These schedules contain trend information to help the reader understand how the government's financial performance and well-being have changed over time.	105
Revenue Capacity These schedules contain information to help the reader assess the government's most significant local revenue source, the property tax.	115
Debt Capacity These schedules present information to help the reader assess the affordability of the government's current levels of outstanding debt and the government's ability to issue additional debt in the future.	120
Demographic and Economic Information These schedules offer demographic and economic indicators to help the reader understand the environment within which the government's financial activities take place.	127
Operating Information These schedules contain service and infrastructure data to help the reader understand how the information in the government's financial report relates to the services the government provides and the activities it performs.	129

Sources: Unless otherwise noted, the information in these schedules is derived from the comprehensive annual financial reports for the relevant year.

CITY OF COLLEYVILLE, TEXAS

NET POSITION BY COMPONENT

(Accrual Basis of Accounting)

	Fiscal Year		
	2007	2008	2009
Governmental activities:			
Net investment in capital assets	\$ 71,824,719	\$ 77,484,725	\$ 79,243,497
Restricted for:			
Debt service	1,032,586	889,689	1,040,896
Court security and technology	-	-	-
Grant programs	-	-	-
Leisure services	-	-	-
Economic development	-	-	-
Streets and drainage	-	-	-
Police	-	-	-
Unrestricted	<u>21,987,778</u>	<u>21,862,136</u>	<u>27,498,864</u>
Total governmental activities net position	<u>\$ 94,845,083</u>	<u>\$ 100,236,550</u>	<u>\$ 107,783,257</u>
Business-type activities:			
Net investment in capital assets	\$ 32,804,703	\$ 39,442,148	\$ 39,174,562
Restricted for:			
Debt service	1,080,751	1,024,349	987,181
Unrestricted	<u>13,626,274</u>	<u>7,837,790</u>	<u>8,127,736</u>
Total business-type activities net position	<u>\$ 47,511,728</u>	<u>\$ 48,304,287</u>	<u>\$ 48,289,479</u>
Primary government:			
Net investment in capital assets	\$ 104,629,422	\$ 116,926,873	\$ 118,418,059
Restricted for:			
Debt service	2,113,337	1,914,038	2,028,077
Court security and technology	-	-	-
Grant programs	-	-	-
Leisure services	-	-	-
Economic development	-	-	-
Streets and drainage	-	-	-
Police	-	-	-
Unrestricted	<u>35,614,052</u>	<u>29,699,926</u>	<u>35,626,600</u>
Total primary government net position	<u>\$ 142,356,811</u>	<u>\$ 148,540,837</u>	<u>\$ 156,072,736</u>

Note: The City implemented GASB 54 in fiscal year 2011 to provide clearer fund balance classifications. Prior years were not restated.

TABLE 1

Fiscal Year						
2010	2011	2012	2013	2014	2015	2016
\$ 81,970,674	\$ 83,166,142	\$ 83,211,988	\$ 84,414,252	\$ 89,754,051	\$ 98,958,693	\$ 97,982,160
1,057,699	1,106,893	1,159,092	857,143	831,073	744,295	692,093
-	153,420	91,637	101,411	109,766	154,901	215,142
-	23,208	21,116	16,489	9,190	9,844	10,751
-	201,184	207,736	207,770	224,064	233,472	233,290
-	1,863,900	1,998,845	2,277,373	2,733,995	2,975,894	3,456,897
-	6,428,106	8,192,568	8,432,946	12,188,836	13,838,090	15,970,063
-	994,913	1,143,454	1,223,271	1,403,502	1,485,735	1,485,771
<u>25,936,703</u>	<u>17,837,593</u>	<u>19,559,719</u>	<u>18,680,620</u>	<u>17,930,939</u>	<u>20,681,413</u>	<u>20,797,199</u>
<u>\$ 108,965,076</u>	<u>\$ 111,775,359</u>	<u>\$ 115,586,155</u>	<u>\$ 116,211,275</u>	<u>\$ 125,185,416</u>	<u>\$ 139,082,337</u>	<u>\$ 140,843,366</u>
\$ 39,080,043	\$ 38,892,098	\$ 38,395,708	\$ 39,269,943	\$ 41,567,161	\$ 44,823,618	\$ 44,010,618
983,225	662,050	-	-	-	-	-
<u>7,747,336</u>	<u>10,111,776</u>	<u>12,332,238</u>	<u>13,702,724</u>	<u>14,827,594</u>	<u>15,260,882</u>	<u>17,263,830</u>
<u>\$ 47,810,604</u>	<u>\$ 49,665,924</u>	<u>\$ 50,727,946</u>	<u>\$ 52,972,667</u>	<u>\$ 56,394,755</u>	<u>\$ 60,084,500</u>	<u>\$ 61,274,448</u>
\$ 121,050,717	\$ 122,058,240	\$ 121,607,696	\$ 123,684,195	\$ 131,321,212	\$ 143,782,311	\$ 141,992,778
2,040,924	1,768,943	1,159,092	857,143	831,073	744,295	692,093
-	153,420	91,637	101,411	109,766	154,901	215,142
-	23,208	21,116	16,489	9,190	9,844	10,751
-	201,184	207,736	207,770	224,064	233,472	233,290
-	1,863,900	1,998,845	2,277,373	2,733,995	2,975,894	3,456,897
-	6,428,106	8,192,568	8,432,946	12,188,836	13,838,090	15,970,063
-	994,913	1,143,454	1,223,271	1,403,502	1,485,735	1,485,771
<u>33,684,039</u>	<u>27,949,369</u>	<u>31,891,957</u>	<u>32,383,344</u>	<u>32,758,533</u>	<u>35,942,295</u>	<u>38,061,029</u>
<u>\$ 156,775,680</u>	<u>\$ 161,441,283</u>	<u>\$ 166,314,101</u>	<u>\$ 169,183,942</u>	<u>\$ 181,580,171</u>	<u>\$ 199,166,837</u>	<u>\$ 202,117,814</u>

CITY OF COLLEYVILLE, TEXAS

CHANGES IN NET POSITION

(Accrual Basis of Accounting)

	Fiscal Year		
	2007	2008	2009
EXPENSES			
Governmental activities:			
General government	\$ 2,438,051	\$ 2,814,874	\$ 2,945,481
Community Development and Engineering	1,523,768	1,481,124	1,530,901
Fire and rescue	3,790,831	3,958,111	4,113,793
Leisure services	3,525,094	4,033,105	3,941,259
Maintenance	434,984	417,265	455,752
Municipal court	262,198	324,020	291,724
Police	4,232,185	4,657,438	4,841,217
Streets and drainage	2,890,995	3,129,730	3,503,519
Interest on long-term debt	1,032,374	1,101,714	1,051,180
Total governmental activities expenses	<u>20,130,480</u>	<u>21,917,381</u>	<u>22,674,826</u>
Business-type activities:			
Water and wastewater	9,337,282	11,179,548	10,612,372
Drainage	671,773	593,600	658,016
Interest on long-term debt	400,752	362,642	331,361
Total business-type activities expenses	<u>10,409,807</u>	<u>12,135,790</u>	<u>11,601,749</u>
Total primary government program expenses	<u>\$ 30,540,287</u>	<u>\$ 34,053,171</u>	<u>\$ 34,276,575</u>
PROGRAM REVENUES			
Governmental activities:			
Charges for services:			
General government	\$ 6,000	\$ 16,000	\$ 15,000
Community Development and Engineering	1,454,744	1,332,453	666,914
Fire and rescue	303,868	250,814	271,216
Leisure services	424,024	563,738	6,595,487
Municipal court	932,452	1,171,919	1,002,008
Police	81,054	79,699	51,631
Streets and drainage	355,157	358,688	215,619
Operating grants and contributions	431,683	1,856,567	713,189
Capital grants and contributions	5,372,281	3,973,954	360,023
Total governmental activities program revenues	<u>9,361,263</u>	<u>9,603,832</u>	<u>9,891,087</u>

TABLE 2

Fiscal Year						
2010	2011	2012	2013	2014	2015	2016
\$ 2,691,905	\$ 2,715,154	\$ 3,125,214	\$ 4,075,001	\$ 4,103,928	\$ 4,676,185	\$ 4,449,317
1,645,221	1,402,669	1,397,839	1,429,755	1,613,311	1,582,461	1,558,750
4,419,945	4,421,496	4,321,929	4,529,225	4,625,036	5,264,026	4,783,421
4,118,769	4,191,960	4,124,619	4,106,822	3,776,068	4,042,252	4,701,443
423,783	412,513	400,306	494,545	575,696	684,301	689,861
302,756	303,839	319,445	586,709	501,604	522,422	448,420
4,836,274	4,878,055	4,579,570	4,961,444	5,019,343	5,681,698	5,734,116
3,885,182	3,657,591	3,073,530	5,322,510	4,128,365	4,404,701	5,150,390
1,000,061	849,390	780,029	724,458	717,045	536,161	614,159
<u>23,323,896</u>	<u>22,832,667</u>	<u>22,122,481</u>	<u>26,230,469</u>	<u>25,060,396</u>	<u>27,394,207</u>	<u>28,129,877</u>
11,242,553	12,009,187	12,258,587	12,544,530	13,238,893	14,055,232	13,995,038
572,234	742,160	723,994	707,647	571,886	833,599	563,268
296,288	-	-	-	-	-	-
<u>12,111,075</u>	<u>12,751,347</u>	<u>12,982,581</u>	<u>13,252,177</u>	<u>13,810,779</u>	<u>14,888,831</u>	<u>14,558,306</u>
\$ <u>35,434,971</u>	\$ <u>35,584,014</u>	\$ <u>35,105,062</u>	\$ <u>39,482,646</u>	\$ <u>38,871,175</u>	\$ <u>42,283,038</u>	\$ <u>42,688,183</u>
\$ 15,000	\$ 97,234	\$ 28,408	\$ 15,000	\$ 15,000	\$ 17,500	\$ 15,075
647,298	868,363	1,146,518	927,690	1,387,329	1,587,038	1,356,581
235,225	305,882	335,308	308,339	377,021	327,264	387,705
468,426	1,213,167	520,433	501,260	510,991	503,098	505,203
1,213,178	970,143	1,015,804	1,271,095	1,268,447	1,474,485	1,306,924
94,059	70,709	81,056	70,513	71,022	75,415	93,566
345,780	296,350	338,845	316,338	347,565	802,551	794,169
543,516	822,056	490,069	468,361	486,869	450,559	514,845
423,873	405,347	381,308	1,158,050	5,943,465	7,712,266	319,541
<u>3,986,355</u>	<u>5,049,251</u>	<u>4,337,749</u>	<u>5,036,646</u>	<u>10,407,709</u>	<u>12,950,176</u>	<u>5,293,609</u>

CITY OF COLLEYVILLE, TEXAS

CHANGES IN NET POSITION

(Accrual Basis of Accounting)

	Fiscal Year		
	2007	2008	2009
PROGRAM REVENUES			
Business-type activities:			
Charges for services:			
Water and wastewater	\$ 9,127,470	\$ 11,114,892	\$ 11,303,868
Drainage	841,972	859,013	874,637
Capital grants and contributions	1,561,255	1,415,785	63,293
Total business-type activities program revenues	<u>11,530,697</u>	<u>13,389,690</u>	<u>12,241,798</u>
Total primary government program revenues	<u>\$ 20,891,960</u>	<u>\$ 22,993,522</u>	<u>\$ 22,132,885</u>
NET (EXPENSE) REVENUES			
Governmental activities	\$(10,769,217)	\$(12,313,549)	\$(12,783,739)
Business-type activities	1,120,890	1,253,900	640,049
Total primary government net expense	<u>(9,648,327)</u>	<u>(11,059,649)</u>	<u>(12,143,690)</u>
GENERAL REVENUES AND OTHER CHANGES IN NET POSITION			
Governmental activities:			
Taxes			
Property	10,153,775	11,367,967	12,121,420
Franchise	1,779,376	1,818,060	2,017,440
Sales	4,674,068	4,740,964	4,718,976
Other	89,132	82,532	74,198
Investment earnings	1,224,361	804,864	471,524
Miscellaneous	97,963	96,348	77,854
Gain on sale of capital assets	-	116,112	25,237
Transfers	664,085	841,936	823,797
Total governmental activities	<u>18,682,760</u>	<u>19,868,783</u>	<u>20,330,446</u>
Business-type activities:			
Investment earnings	998,710	380,595	168,940
Gain on sale of capital assets	-	-	-
Transfers	(664,085)	(841,936)	(823,797)
Total business-type activities	<u>334,625</u>	<u>(461,341)</u>	<u>(654,857)</u>
Total primary government	<u>19,017,385</u>	<u>19,407,442</u>	<u>19,675,589</u>
CHANGE IN NET POSITION			
Governmental activities	7,913,543	7,555,234	7,546,707
Business-type activities	1,455,515	792,559	(14,808)
Total primary government	<u>\$ 9,369,058</u>	<u>\$ 8,347,793</u>	<u>\$ 7,531,899</u>

Note: See Table 9 for information about Water and Wastewater Charges for services

TABLE 2
(continued)

Fiscal Year						
2010	2011	2012	2013	2014	2015	2016
\$ 11,414,425	\$ 14,355,418	\$ 14,034,600	\$ 14,661,491	\$ 14,789,614	\$ 15,800,163	\$ 15,499,159
897,361	903,089	918,323	928,863	939,868	948,565	954,642
147,014	168,365	169,464	876,660	2,707,835	2,362,261	43,104
12,458,800	15,426,872	15,122,387	16,467,014	18,437,317	19,110,989	16,496,905
\$ 16,445,155	\$ 20,476,123	\$ 19,460,136	\$ 21,503,660	\$ 28,845,026	\$ 32,061,165	\$ 21,790,514
\$(19,337,541)	\$(17,783,416)	\$(17,784,732)	\$(21,193,823)	\$(14,652,687)	\$(14,444,031)	\$(22,836,268)
347,725	2,675,525	2,139,806	3,214,837	4,626,538	4,222,158	1,938,599
(18,989,816)	(15,107,891)	(15,644,926)	(17,978,986)	(10,026,149)	(10,221,873)	(20,897,669)
12,557,716	12,414,948	12,414,457	12,497,692	12,950,832	13,493,621	13,790,347
1,867,065	2,031,268	2,207,463	2,074,731	2,172,801	2,319,723	2,206,890
4,936,484	5,056,597	5,495,730	5,902,557	6,472,195	6,705,914	7,252,963
75,365	80,731	65,808	68,592	98,160	107,977	106,607
76,968	95,822	108,192	77,269	39,697	100,843	142,343
82,833	55,454	74,041	85,562	61,643	82,873	150,630
65,306	-	147,969	-	810,020	-	51,849
857,622	858,879	1,081,868	1,112,540	1,180,292	1,178,590	895,668
20,519,359	20,593,699	21,595,528	21,818,943	23,785,640	23,989,541	24,597,297
15,158	38,674	4,084	38,987	23,655	52,480	76,014
15,864	-	-	103,437	40,814	5,062	71,003
(857,622)	(858,879)	(1,081,868)	(1,112,540)	(1,180,292)	(1,178,590)	(895,668)
(826,600)	(820,205)	(1,077,784)	(970,116)	(1,115,823)	(1,121,048)	(748,651)
19,692,759	19,773,494	20,517,744	20,848,827	22,669,817	22,868,493	23,848,646
1,181,818	2,810,283	3,810,796	625,120	9,132,953	9,545,510	1,761,029
(478,875)	1,855,320	1,062,022	2,244,721	3,510,715	3,101,110	1,189,948
\$ 702,943	\$ 4,665,603	\$ 4,872,818	\$ 2,869,841	\$ 12,643,668	\$ 12,646,620	\$ 2,950,977

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TABLE 3

CITY OF COLLEYVILLE, TEXAS

FUND BALANCES
GOVERNMENTAL FUNDSLAST TEN FISCAL YEARS
(Modified Accrual Basis of Accounting)

	Fiscal Year									
	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016
General fund										
Non-spendable	\$ -	\$ -	\$ -	\$ -	\$ 2,147	\$ 132,664	\$ 1,759	\$ 1,269	\$ 2,119	\$ 9,388
Restricted	-	-	-	-	-	-	-	-	-	-
Committed	-	-	-	-	706,942	813,536	813,536	813,536	813,536	796,438
Assigned	-	-	-	-	-	-	-	-	-	-
Unassigned	8,495,329	8,717,398	8,207,420	8,813,597	10,223,232	11,762,625	11,006,716	10,080,617	8,736,746	8,719,620
Total general fund	\$ 8,495,329	\$ 8,717,398	\$ 8,207,420	\$ 8,813,597	\$ 10,932,321	\$ 12,708,825	\$ 11,822,011	\$ 10,895,422	\$ 9,552,401	\$ 9,525,446
All other governmental funds										
Non-spendable	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Restricted	1,254,686	987,681	1,121,567	1,154,570	10,853,638	12,894,768	13,190,883	17,571,843	19,527,446	22,132,415
Committed	-	-	-	-	5,967,620	6,193,060	6,262,082	6,793,236	7,150,127	6,402,557
Assigned	-	-	-	-	1,148,548	954,818	910,611	765,908	812,939	996,929
Unassigned	-	-	-	-	-	(4,975)	-	-	-	-
Unassigned, reported in:										
Special revenue funds	4,814,412	5,696,905	7,267,350	5,664,493	-	-	-	-	-	-
Capital projects funds	9,055,431	7,811,492	12,369,631	11,524,206	-	-	-	-	-	-
Total all other governmental funds	\$ 15,124,529	\$ 14,496,078	\$ 20,758,548	\$ 18,343,269	\$ 17,969,806	\$ 20,042,646	\$ 20,358,601	\$ 25,130,987	\$ 27,490,512	\$ 29,531,901

Note: This schedule does not restate prior years for Special Revenue and Capital Projects Funds.

The City implemented GASB 54 in fiscal year 2011 to provide clearer fund balance classifications. Prior years were not restated.

TABLE 4

CITY OF COLLEYVILLE, TEXAS

CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDSLAST TEN FISCAL YEARS
(Modified Accrual Basis of Accounting)

	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016
REVENUES										
Taxes	\$ 16,701,290	\$ 17,975,445	\$ 18,889,480	\$ 19,353,358	\$ 19,627,734	\$ 20,235,012	\$ 20,541,466	\$ 21,747,244	\$ 22,620,506	\$ 23,367,715
Developer contributions	683,425	226,488	-	-	-	-	-	-	-	-
Licenses, fees and permits	1,244,218	1,113,595	646,302	607,132	923,590	1,130,426	857,135	1,090,012	1,303,710	1,337,928
Capital improvement fees	389,657	358,688	208,622	334,075	281,260	322,498	300,900	333,496	785,992	766,398
Fines and penalties	965,416	1,203,260	1,028,425	1,244,146	998,221	1,051,899	1,000,954	1,043,821	1,217,654	1,023,202
Charges for services	1,190,327	1,322,732	7,129,322	917,884	1,694,993	1,030,439	1,321,927	1,577,564	1,571,510	1,398,579
Interest	1,224,361	804,864	471,524	76,968	95,823	110,550	77,269	39,697	100,842	142,330
Intergovernmental	4,361	1,437,935	350,468	100,807	541,709	124,056	76,506	556,954	1,377,763	224,367
Donations	735,756	548,093	401,432	379,853	602,401	406,789	487,066	918,613	981,282	421,497
Miscellaneous	107,700	116,280	155,100	97,833	70,453	89,041	100,562	76,643	97,873	165,642
Total revenues	23,246,511	25,107,380	29,280,675	23,112,056	24,836,184	24,500,710	24,763,785	27,384,044	30,057,132	28,847,658
EXPENDITURES										
General government	2,247,359	2,537,699	2,639,218	2,423,869	2,383,276	2,753,457	3,171,582	3,746,619	4,126,132	4,036,395
Comm Development/Eng	1,467,216	1,462,566	1,531,785	1,642,047	1,397,256	1,396,259	1,429,574	1,606,589	1,524,342	1,623,972
Fire	3,517,817	3,755,575	3,840,118	3,955,407	3,972,053	3,888,225	4,062,535	4,174,745	4,618,103	4,568,639
Police	3,961,975	4,395,056	4,588,576	4,552,947	4,596,862	4,304,710	4,670,639	4,707,315	5,143,662	5,393,431
Leisure services	2,913,798	3,171,514	3,058,332	3,173,352	3,177,878	3,049,908	3,035,583	2,702,313	2,996,371	3,588,611
Streets and drainage	1,485,756	1,649,037	1,917,536	2,297,719	2,052,298	1,388,970	3,597,965	2,055,631	2,407,780	3,148,848
Municipal court	252,961	323,059	291,893	302,172	302,666	319,084	586,911	501,027	508,566	461,393
Maintenance	415,708	410,636	449,806	417,946	405,911	394,830	489,685	570,011	662,480	690,007
Capital outlay	6,337,656	5,150,286	2,759,774	4,935,053	2,510,027	2,515,115	2,668,074	3,250,508	6,268,273	2,373,025
Debt service:										
Interest	1,094,001	2,584,790	1,033,148	944,751	838,320	757,594	697,140	716,228	524,414	563,660
Principal	2,005,204	1,189,798	2,275,553	2,180,061	2,259,004	2,007,585	2,246,921	1,342,586	1,459,693	1,467,094
Total expenditures	25,699,451	26,630,016	24,385,739	26,825,324	23,895,551	22,775,737	26,656,609	25,373,572	30,239,816	27,915,075

TABLE 4

CITY OF COLLEYVILLE, TEXAS

CHANGES IN FUND BALANCES GOVERNMENTAL FUNDS

LAST TEN FISCAL YEARS (Modified Accrual Basis of Accounting)

	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	\$ (2,452,940)	\$ (1,522,636)	\$ 4,894,936	\$ (3,713,268)	\$ 940,633	\$ 1,724,973	\$ (1,892,824)	\$ 2,010,472	\$ (182,684)	\$ 932,583
OTHER FINANCING SOURCES (USES)										
Bonds issued	9,890,000	-	-	-	2,945,000	-	-	-	-	-
Refunding bonds	-	-	-	-	-	-	-	7,330,000	-	6,225,000
Notes payable	-	-	-	-	-	-	-	-	-	-
Capital lease	-	176,150	-	981,238	-	894,534	209,425	-	20,598	-
Sale of capital assets	8,800	98,168	33,759	65,306	7,098	147,969	-	925,033	-	-
Premium on bond issue	-	-	-	-	6,561	-	-	-	-	-
Payments to escrow	(4,921,334)	-	-	-	(3,012,910)	-	-	(7,600,000)	-	95,796
Transfers in	1,637,154	2,082,101	2,338,776	1,884,896	2,458,396	3,893,584	4,189,380	7,355,334	6,497,252	239,163
Transfers out	(973,069)	(1,240,165)	(1,514,979)	(1,027,274)	(1,599,517)	(2,811,716)	(3,076,840)	(6,175,042)	(5,318,662)	(4,769,825)
Total other financing sources (uses)	5,641,551	1,116,254	857,556	1,904,166	804,628	2,124,371	1,321,965	1,835,325	1,199,188	1,081,851
NET CHANGE IN FUND BALANCES	\$ 3,188,611	\$ (406,382)	\$ 5,752,492	\$ (1,809,102)	\$ 1,745,261	\$ 3,849,344	\$ (570,859)	\$ 3,845,797	\$ 1,016,504	\$ 2,014,434
DEBT SERVICE AS A PERCENTAGE OF NONCAPITAL EXPENDITURES	16.0%	17.6%	15.3%	14.3%	14.5%	13.6%	12.3%	9.3%	8.3%	8.0%

Note: Capital Outlay does not include contributed capital assets received from developers.

TABLE 5

CITY OF COLLEYVILLE, TEXAS

ASSESSED VALUE AND ESTIMATED ACTUAL VALUE OF TAXABLE PROPERTY

LAST TEN FISCAL YEARS

Fiscal Year	Residential Property	Personal Property	Less: Tax-exempt Property	Total Taxable Assessed Value	Total Direct Tax Rate	Estimated Actual Taxable Value
2007	\$ 3,229,353,459	\$ 86,080,918	\$ 228,115,791	\$ 3,087,318,586	0.3474	\$ 3,087,318,586
2008	3,531,988,996	97,998,283	228,915,486	3,401,071,793	0.3559	3,401,071,793
2009	3,748,968,313	99,556,111	230,676,995	3,617,847,429	0.3559	3,617,847,429
2010	3,907,288,105	95,261,420	237,293,931	3,765,255,594	0.3559	3,765,255,594
2011	3,917,415,346	92,176,541	253,414,335	3,756,177,552	0.3559	3,756,177,552
2012	3,941,020,477	89,758,416	277,077,387	3,753,701,506	0.3559	3,753,701,506
2013	3,997,250,723	91,264,033	296,807,896	3,791,706,860	0.3559	3,791,706,860
2014	4,129,613,419	93,604,217	307,729,550	3,915,488,086	0.3559	3,915,488,086
2015	4,314,297,434	102,095,151	313,245,782	4,103,146,803	0.3559	4,103,146,803
2016	4,332,288,268	106,282,459	301,657,610	4,136,913,117	0.3559	4,136,913,117

Source: Tarrant Appraisal District

Note: Property in Tarrant County is reassessed once every two years. The Appraisal District assesses property at 100 percent of actual value for residential and personal. Tax rates are per \$100 of assessed value.

CITY OF COLLEYVILLE, TEXAS

DIRECT AND OVERLAPPING PROPERTY TAX RATES

LAST TEN FISCAL YEARS

Fiscal Year	City Direct Rates			Overlapping Rates									
	Operations and Maintenance Rate	General		Total Direct Rate	Birdville Independent School District	Carroll Independent School District	Grapevine-Colleyville Independent School District	Hurst-Euless		Keller Independent School District	Tarrant County	Tarrant County College District	Tarrant County Hospital District
		Obligation Debt Service						Bedford Independent School District					
2007	0.27873	0.06867		0.34740	1.5650	1.7950	1.57430	1.5976	1.6080	0.27150	0.139380	0.235397	
2008	0.28299	0.07291		0.35590	1.4050	1.4650	1.29000	1.3037	1.3574	0.26650	0.139380	0.230397	
2009	0.28860	0.06731		0.35590	1.4100	1.4150	1.29000	1.2955	1.4169	0.26400	0.137960	0.227897	
2010	0.29864	0.05726		0.35590	1.4050	1.4150	1.29000	1.2955	1.4863	0.26400	0.137670	0.227897	
2011	0.29758	0.05832		0.35590	1.4250	1.4150	1.29000	1.2882	1.5306	0.26400	0.137600	0.227900	
2012	0.30881	0.04709		0.35590	1.4350	1.4150	1.32010	1.4140	1.5400	0.26400	0.148970	0.227897	
2013	0.31385	0.04205		0.35590	1.4350	1.4000	1.32010	1.4075	1.5400	0.26400	0.148970	0.227897	
2014	0.32442	0.03148		0.35590	1.4350	1.4000	1.32010	1.3875	1.5400	0.26400	0.149500	0.227897	
2015	0.33461	0.02129		0.35590	1.4350	1.4000	1.32010	1.3750	1.5400	0.26400	0.149500	0.227897	
2016	0.33624	0.01966		0.35590	1.4539	1.3950	1.32010	1.3500	1.5400	0.26400	0.149500	0.227897	

Source: Tarrant Appraisal District

Notes: Overlapping rates are those of local and county governments that apply to property owners within the City of Colleyville, Texas. Not all school district overlapping rates apply to all Colleyville property owners because the City is served by five different independent school districts; for example, although the county property tax rates apply to all City property owners, the Grapevine-Colleyville Independent School District rates apply only to the approximately two-thirds of City property owners whose property is located within that school district's geographic boundaries.

TABLE 7

CITY OF COLLEYVILLE, TEXAS
PRINCIPAL PROPERTY TAXPAYERS
CURRENT YEAR AND NINE YEARS AGO

Taxpayer	2016		2007	
	Taxable Assessed Value	Percentage of Total City Taxable Assessed Value	Taxable Assessed Value	Percentage of Total City Taxable Assessed Value
Velocis Colleyville LP	\$ 28,834,127	0.70%	\$ -	- %
Toll Dallas TX LLC	25,472,505	0.62%	-	- %
Oncor Electric Delivery	15,253,623	0.37%	-	- %
Lifetime Fitness Real Estate	14,150,256	0.34%	13,914,232	0.45%
Colleyville Lofts Venture LLC	9,502,079	0.23%	-	- %
USMC Colleyville LLC	8,510,000	0.21%	-	- %
Wal-Mart Real Estate Business Trust	7,388,287	0.18%	-	- %
Standard Pacific of Texas Inc	6,045,302	0.15%	-	- %
G Points SC LTD	5,750,000	0.14%	5,609,430	0.18%
Duke Realty BEMC Colleyville	5,229,575	0.13%	-	- %
TXU Electric Delivery	-	- %	17,816,746	0.58%
Albertsons Inc	-	- %	14,416,298	0.47%
Melvin & Martindale Ltd	-	- %	11,785,732	0.38%
Colleyville Plaza LP	-	- %	6,424,393	0.21%
Uhlmann-Colleyville LLC	-	- %	5,771,840	0.19%
Market Street	-	- %	5,418,279	0.18%
Village Management	-	- %	5,390,100	0.17%
Realty Capital Colleyville Square	-	- %	4,794,059	0.16%
Total	\$ 126,135,754	3.05%	\$ 91,341,109	2.96%

Source: Tarrant Appraisal District

TABLE 8

CITY OF COLLEYVILLE, TEXAS
PROPERTY TAX LEVIES AND COLLECTIONS
LAST TEN FISCAL YEARS

Fiscal Year Ended	Taxes Levied for the Fiscal Year	Collected With the Fiscal Year of the Levy		Collections in Subsequent Years	Total Collections to Date	
		Amount	Percentage of Levy		Amount	Percentage of Levy
2007	\$ 10,725,345	\$ 10,592,222	98.8%	\$ 124,651	\$ 10,716,873	99.92%
2008	12,024,882	11,903,333	99.0%	109,102	12,012,435	99.90%
2009	12,875,919	12,734,871	98.9%	125,669	12,860,540	99.88%
2010	13,351,922	13,166,515	98.6%	164,082	13,330,597	99.84%
2011	13,183,932	13,063,575	99.1%	95,672	13,159,247	99.81%
2012	13,163,735	13,082,029	99.4%	43,962	13,125,991	99.71%
2013	13,291,462	13,207,902	99.4%	64,244	13,272,146	99.85%
2014	13,722,602	13,681,269	99.7%	34,475	13,715,743	99.95%
2015	14,305,704	14,242,584	99.6%	41,847	14,284,431	99.85%
2016	14,675,127	14,612,632	99.6%		14,612,632	99.57%

Sources: Tarrant County Appraisal District and City of Colleyville Finance Department.

TABLE 9

CITY OF COLLEYVILLE, TEXAS

PRINCIPAL WATER CUSTOMERS

CURRENT YEAR AND NINE YEARS AGO

Taxpayer	2016		2007	
	Water Usage	Percentage of Total City Water Usage	Water Usage	Percentage of Total City Water Usage
Grapevine-Colleyville ISD	31,294,000	1.42%	31,758,500	1.70%
Lifetime Fitness	15,804,800	0.72%	7,057,900	0.38%
Town Center (Velocis Colleyville)	14,982,700	0.68%	-	- %
US Memory Care	5,839,700	0.27%	-	- %
Bluebonnet Hills	4,989,400	0.23%	9,097,700	0.49%
KRG Colleyville LLC	4,629,900	0.21%	-	- %
Shadowood Trail	4,488,800	0.20%	3,062,100	0.16%
Market Street	3,946,700	0.18%	8,127,100	0.43%
Woodland Hills	3,752,100	0.17%	-	- %
Whittier Heights	3,663,000	0.17%	-	- %
Mady Development	3,632,900	0.17%	-	- %
Wash Depot	3,609,100	0.16%	3,222,400	0.17%
Westmont	3,840,200	0.17%	-	- %
Timarron Owners Assoc	3,286,700	0.15%	-	- %
Highland Meadows HOA	3,205,600	0.15%	-	- %
Keller ISD	3,051,400	0.14%	-	- %
La Hacienda Ranch	3,000,200	0.14%	4,021,000	0.21%
Rio Mambo Tex Mex	2,915,300	0.13%	-	- %
Villas at Oak Point	2,638,500	0.12%	-	- %
Total	122,571,000	5.58%	66,346,700	3.54%

Source: City utility billing records

TABLE 10

CITY OF COLLEYVILLE, TEXAS

RATIOS OF OUTSTANDING DEBT BY TYPE

LAST TEN FISCAL YEARS

Fiscal Year	Governmental Activities				Business-type Activities					Total Primary Government	Percentage of Personal Income	Per Capita
	General Obligation Bonds	Sales Tax Revenue Bonds	Capital Leases	Premium	Water and Sewer Revenue Bonds	Drainage Revenue Bonds	Capital Leases	Premium				
2007	\$ 17,770,000	\$ 10,340,000	\$ 349,189	\$ -	\$ 6,540,000	\$ 2,205,000	\$ 13,793	\$ -	\$ 37,217,982	2.89%	\$ 1,680	
2008	16,275,000	9,765,000	430,549	-	5,840,000	2,040,000	-	-	34,350,549	2.64%	1,527	
2009	14,665,000	9,170,000	359,996	-	5,200,000	1,870,000	-	-	31,264,996	2.51%	1,386	
2010	13,300,000	8,545,000	1,151,173	-	4,520,000	1,695,000	-	-	29,211,173	2.31%	1,281	
2011	11,510,000	8,245,000	972,170	5,905	3,600,000	1,550,000	-	99,756	25,982,831	1.73%	1,137	
2012	9,975,000	7,930,000	1,709,120	5,249	2,850,000	1,345,000	-	89,780	23,904,149	1.57%	1,042	
2013	8,675,000	7,600,000	1,301,624	4,593	2,085,000	1,135,000	-	79,805	20,881,022	1.38%	904	
2014	7,660,000	7,330,000	974,038	-	1,310,000	915,000	-	69,830	18,258,868	1.16%	769	
2015	6,920,000	6,935,000	649,345	-	850,000	690,000	-	59,854	16,104,199	1.02%	676	
2016	8,550,000	6,525,000	778,323	-	505,000	585,000	-	49,878	16,993,201	1.06%	701	

Notes Details regarding the City's outstanding debt can be found in the notes to the financial statements.

See Table 14 for personal income and population data.

TABLE 11

CITY OF COLLEYVILLE, TEXAS

RATIOS OF GENERAL BONDED DEBT OUTSTANDING

LAST TEN FISCAL YEARS

Fiscal Year	General Bonded Debt Outstanding			Percentage of Actual Taxable Value of Property	Per Capita
	General Obligation Bonds	Less Amounts Restricted to Repaying Principal	Total		
2007	\$ 17,770,000	\$ 1,032,586	\$ 16,737,414	0.54%	\$ 756
2008	16,275,000	889,689	15,385,311	0.45%	684
2009	14,665,000	1,040,896	13,624,104	0.38%	604
2010	13,300,000	1,057,699	12,242,301	0.33%	537
2011	11,510,000	1,106,893	10,403,107	0.28%	455
2012	9,933,921	1,159,092	8,774,829	0.23%	382
2013	8,639,056	857,143	7,781,913	0.21%	337
2014	7,660,000	831,073	6,828,927	0.17%	288
2015	6,920,000	744,295	6,175,705	0.15%	259
2016	8,550,000	692,093	7,857,907	0.19%	324

Notes:

Details regarding the City's outstanding debt can be found in the notes to the financial statements.

See Table 5 for property value data.

Population data can be found in Table 14.

TABLE 12

CITY OF COLLEYVILLE, TEXAS

DIRECT AND OVERLAPPING GOVERNMENTAL ACTIVITIES DEBT

AS OF SEPTEMBER 30, 2016

Government Unit	Debt Outstanding	Estimated Percentage Applicable	Estimated Share of Direct and Overlapping Debt
Debt repaid with property taxes			
Birdville Independent School District	\$ 279,353,750	0.080%	\$ 223,483
Carroll Independent School District	203,421,047	0.480%	976,421
Grapevine-Colleyville Independent School District	470,887,687	21.320%	100,393,255
Hurst-Euless-Bedford Independent School District	261,627,579	1.630%	4,264,530
Keller Independent School District	728,705,387	3.330%	24,265,889
Tarrant County	344,185,000	2.960%	10,187,876
Tarrant County Hospital District	22,335,000	2.960%	661,116
Subtotal overlapping debt			140,972,570
City direct debt	15,676,414	100.000%	15,676,414
Total direct and overlapping debt			\$ 156,648,984

Sources: Assessed value data used to estimate applicable percentages provided by the Tarrant County Appraisal District and debt outstanding data provided by each governmental unit.

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CITY OF COLLEYVILLE, TEXAS

LEGAL DEBT MARGIN INFORMATION

LAST TEN FISCAL YEARS

Legal Debt Margin Calculation for Fiscal Year 2016									
	2007	2008	2009	2010	2011	2012	2013	2014	2015
Assessed value									
Debt limit (2.5% of assessed value)									
Debt applicable to limit:									
General obligation bonds									
Less: Amount set aside for repayment of general obligation debt									
Total net debt applicable to limit									
Legal debt margin									

	Fiscal Year									
	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016
Debt limit	\$ 77,182,965	\$ 85,026,795	\$ 87,755,997	\$ 94,131,390	\$ 93,904,439	\$ 93,842,538	\$ 94,792,672	\$ 97,887,202	\$ 102,578,670	\$ 103,422,828
Total net debt applicable to limit	15,967,232	15,385,131	13,624,104	12,242,301	10,403,107	8,815,908	7,817,857	6,828,927	6,175,705	7,857,907
Legal debt margin	\$ 61,215,733	\$ 69,641,664	\$ 74,131,893	\$ 81,889,089	\$ 83,501,332	\$ 85,026,630	\$ 86,974,815	\$ 91,129,692	\$ 96,402,965	\$ 95,564,921
Total net debt applicable to the limit as a percentage of debt limit.	20.69%	18.09%	15.52%	13.01%	11.08%	9.39%	8.25%	6.98%	6.02%	7.60%

Note:

Under state finance law, the City's outstanding general obligation debt should not exceed 2.50 percent of total assessed property value.

CITY OF COLLEYVILLE, TEXAS

PLEDGED REVENUE COVERAGE

LAST TEN FISCAL YEARS

Fiscal Year	Water Revenue Bonds					
	Utility Service Charges	Less: Operating Expenses	Net Available Revenue	Debt Service		Coverage
				Principal	Interest	
2007	\$ 10,046,030	\$ 8,040,621	\$ 2,005,409	\$ 825,000	\$ 296,546	\$ 883,863
2008	11,452,268	9,670,881	1,781,387	700,000	265,658	815,729
2009	11,458,282	8,943,803	2,514,479	640,000	241,223	1,633,256
2010	11,427,074	9,458,355	1,968,719	680,000	213,358	1,075,361
2011	14,391,910	10,120,678	4,271,232	920,000	57,819	3,293,413
2012	13,986,067	10,395,517	3,590,550	750,000	77,947	2,762,603
2013	14,802,351	10,707,017	4,095,334	765,000	58,430	3,271,904
2014	14,852,535	11,331,749	3,520,786	775,000	44,137	2,701,649
2015	15,856,242	12,043,267	3,746,365	460,000	30,100	3,256,265
2016	15,638,670	11,965,525	3,533,634	345,000	20,325	3,168,309

TABLE 14

Drainage Revenue Bonds				Sales Tax Bonds			
Drainage Service Charges	Drainage Operations Expenses	Net Available Revenue	Coverage	Sales Tax Increment	Debt Service		Coverage
					Principal	Interest	
\$ 922,123	\$ 462,387	\$ 459,736	\$ 195,530	\$ 1,208,379	\$ 255,000	\$ 391,366	\$ 562,013
902,232	510,259	391,973	129,989	1,300,260	270,000	380,013	650,247
889,163	500,677	388,486	128,348	1,264,385	275,000	368,195	621,190
915,734	484,712	431,022	173,092	1,317,161	290,000	356,290	670,871
905,271	551,049	354,222	143,080	1,319,517	300,000	344,195	675,322
908,387	531,705	376,682	120,438	1,426,909	315,000	331,588	780,321
930,427	541,598	388,829	137,096	1,534,635	330,000	318,365	886,270
941,416	416,957	524,459	269,061	1,673,351	-	138,390	1,534,961
959,833	700,939	258,894	6,047	1,725,809	395,000	205,416	1,125,393
966,687	414,619	552,068	424,947	1,864,084	410,000	193,824	1,260,260

TABLE 15

CITY OF COLLEYVILLE, TEXAS
DEMOGRAPHIC AND ECONOMIC STATISTICS
LAST TEN FISCAL YEARS

<u>Calendar Year</u>	<u>Population</u>	<u>Personal Income</u>	<u>Per Capita Personal Income</u>	<u>Tarrant County Unemployment Rate</u>
2007	22,150	\$ 175,008	\$ 58,142	4.3%
2008	22,500	173,853	57,758	5.1%
2009	22,550	166,063	55,170	8.2%
2010	22,807	166,063	55,354	7.9%
2011	22,860	199,168	65,516	8.3%
2012	22,950	199,168	65,516	6.2%
2013	23,090	199,168	65,516	6.0%
2014	23,740	200,822	66,060	5.0%
2015	23,830	200,822	66,060	4.0%
2016	24,230	200,822	66,060	4.1%

Sources: Population - North Central Texas Council of Governments, personal income - City of Colleyville Economic Development Department, Unemployment Rate - Texas Workforce Commission (unemployment rate is not available solely for the City of Colleyville)

TABLE 16

CITY OF COLLEYVILLE, TEXAS

PRINCIPAL EMPLOYERS

CURRENT YEAR AND NINE YEARS AGO

Employer	2016		2007	
	Employees	Percentage of Total City Employment	Employees	Percentage of Total City Employment
Grapevine Colleyville ISD	611	5.9%	475	8.2%
Market Street	345	3.3%	415	7.2%
Lifetime Fitness	250	2.4%	100	1.7%
City of Colleyville	205	2.0%	186	3.2%
Covenant Christian Academy	130	1.3%	-	- %
Whole Foods Market	125	1.2%	-	- %
Albertsons	118	1.1%	100	1.7%
LaHacienda Ranch	100	1.0%	100	1.7%
Walmart Neighborhood Market	72	0.7%	-	- %
US Memory Care	60	0.6%	-	- %
Mac's Steak and Seafood	-	- %	60	1.0%
RWA, Inc.	-	- %	60	1.0%
Crème de la Crème	-	- %	60	1.0%
Emler Swim School	-	- %	50	0.9%
Ebby Halliday Realtors	-	- %	50	0.9%
TGW Insurance	-	- %	50	0.9%
Total	2,016	19.5%	1,706	29.5%

Source: City Economic Development Division

CITY OF COLLEYVILLE TEXAS
FULLTIME EQUIVALENT CITY GOVERNMENT EMPLOYEES
BY FUNCTION/PROGRAM
LAST TEN FISCAL YEARS

Function/Program	Fulltime Equivalent Employees as of September 30,									
	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016
General government										
Management services	5	5	4	4	4	4	4	4	4	3.75
Finance/court	6	6	6	6	6	6	8	8	8	8
Planning	3	3	3	2	2	2	2	4	3	4
Building	5	6	6	5	4	3	3	3.5	5	5
Other	6	6.5	7.5	9.5	11	11	13	11.625	13.52	14.14
Police										
Officers	35	37	38	38	38	39	40	41	42.5	43
Civilians	13	14	14	13	6	6	6	6.5	7	6.5
Fire										
Firefighters and officers	33	33	33	33	33	35	36	38	41	41
Civilians	1	1	1	2	1	1	1	1	1	1
Other public works										
Engineering	5	5	5	4	4.5	3	3	4.05	3.95	4.75
Other	3	3	3	3	3	3	3	3	3	3
Streets	10	10	10	10	10	10	7	8.35	8.35	8.35
Parks and recreation	13.5	13.5	13.5	16.5	16	16	16	15.75	15	15
Library	7.5	8	8	9.5	11.5	11.5	12	13	13.625	13
Colleyville center	4.5	4.5	4.5	4.5	4.5	4.5	3.5	4	4.5	4.5
Water/wastewater	29	29	29	28	24	24.5	23	24.675	25.025	24.225
Drainage	6	6	6	6	6	6	7	6	6	6.41
Total	185.5	190.5	191.5	194.0	184.5	185.5	187.5	196.5	204.5	205.6

Source: City Human Resources Office

Notes: A fulltime employee is scheduled to work 2080 hours per year (including vacation and sick leave). Fulltime equivalent employment is calculated by dividing total labor hours by 2080.

CITY OF COLLEYVILLE, TEXAS
OPERATING INDICATORS BY FUNCTION/PROGRAM
LAST TEN FISCAL YEARS

Function/Program	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016
General government										
Building permits issued	140	131	90	77	104	155	103	108	181	182
Building inspections conducted	8,941	8,108	5,641	6,149	6,737	8,310	8,292	7,807	7,307	8,940
Police										
Physical arrests	666	514	809	764	666	653	632	863	800	918
Calls for service	17,629	15,292	23,480	12,242	27,254	48,076	61,270	58,522	51,537	43,492
Traffic violations	12,438	15,621	12,550	13,822	11,354	11,980	11,766	19,955	21,450	20,790
Fire										
Emergency responses	715	681	737	762	830	724	557	627	694	1,783
Ambulance calls	630	667	693	751	765	803	829	950	959	1,037
Inspections	503	666	796	784	397	342	306	317	363	400
Other public works										
Street resurfacing (miles)	4.5	8.5	13.9	8.0	6.2	1.0	4.0	1.7	3.7	10.9
Parks and recreation										
Athletic field participants	4,960	5,159	4,617	4,296	4,378	3,946	4,287	4,315	4,434	4,302
Community center rentals	592	627	507	373	410	404	398	412	452	376
Library										
Volumes in collection	46,311	50,348	54,659	58,147	62,997	65,740	69,736	74,525	77,664	80,452
Total volumes borrowed	197,712	211,674	238,459	244,458	235,238	244,613	250,737	234,667	228,160	222,128
Water										
Customers	8,700	8,893	8,960	9,014	9,103	9,285	9,396	9,507	9,631	9,858
Average daily consumption (thousands of gallons)	5,123	6,619	6,578	5,990	7,928	7,217	6,785	6,539	6,451	5,889
Peak daily consumption (thousands of gallons)	13,068	16,764	16,674	18,207	18,935	18,707	17,052	15,204	19,866	15,724
Wastewater										
Customers	7,966	8,138	8,315	8,389	8,457	8,603	8,731	8,817	8,905	9,071

Source: Various City departments

CITY OF COLLEYVILLE, TEXAS
CAPITAL ASSET STATISTICS BY FUNCTION/PROGRAM
LAST TEN FISCAL YEARS

Function/Program	Fiscal Year									
	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016
Police										
Stations	1	1	1	1	1	1	1	1	1	1
Patrol units	10	13	13	13	13	12	12	12	13	13
Fire										
Stations	2	3	3	3	3	3	3	3	3	3
Public works										
Streets (miles)	311	312	312	318	282	282	282	283	283	283
Streetlights	1,011	1,010	1,168	1,188	1,169	1,169	1,175	1,175	1,227	1,269
Traffic signals	2	2	2	2	2	2	2	2	2	2
Parks and recreation										
Acreage	224	224	224	224	224	224	224	224	224	225
Playgrounds	6	6	6	6	6	6	6	6	6	7
Baseball/softball diamonds	9	9	9	9	9	9	9	9	9	9
Soccer fields	14	14	14	14	14	14	14	14	14	14
Community centers	1	1	1	1	1	1	1	1	1	1
Water										
Water mains (miles)	191	192	199	200	195	201	202	204	205	206
Fire hydrants	1,254	1,271	1,340	1,345	1,362	1,389	1,389	1,403	1,422	1,507
Storage capacity (thousands of gallons)	4,900	4,900	9,900	9,900	9,400	9,400	9,400	9,400	9,400	9,400
Wastewater										
Sanitary sewers (miles)	163	164	166	170	162	169	170	172	172	179
Storm sewers (miles)	59	59	63	63	58	64	58	60	67	69

Source: Various City departments

Note: No capital asset indicators are available for the general government or library function.

CITY OF COLLEYVILLE, TEXAS
SCHEDULE OF PENSION BENEFITS FUNDING PROGRESS
LAST TEN FISCAL YEARS
(Unaudited)

Actuarial valuation date	Fiscal Year	(a) Actuarial value of assets	(b) Actuarial accrued liability (AAL)	(c) Funded ratio (%) (a)/(b)	(d) Unfunded ALL (UAAL) (b)-(a)	(e) Annual covered payroll (1)	UAAL as a percentage of covered payroll (%) (d)/(c) (2)
12/31/06	2007	\$ 20,045,209	\$ 22,297,535	89.90	\$ 2,252,326	\$ 8,175,810	27.55
12/31/07	2008	21,257,894	28,297,826	75.12	7,039,932	9,383,755	75.02
12/31/08	2009	23,644,963	31,826,557	74.29	8,181,594	10,348,960	79.06
12/31/09	2010	24,573,182	27,697,975	88.72	3,124,793	10,073,870	31.02
12/31/10	2011	35,451,160	34,974,234	101.36	(476,926)	10,125,274	(4.71)
12/31/11	2012	38,477,205	36,643,865	105.00	(1,833,340)	9,661,349	(18.98)
12/31/12	2013	41,091,987	38,639,275	106.35	(2,452,712)	9,940,381	(24.67)
12/31/13	2014	43,722,138	42,047,025	103.98	(1,675,113)	10,452,089	(16.03)
12/31/14	2015	46,766,941	44,992,613	103.94	(1,774,328)	10,904,635	(16.27)
12/31/15	2016	49,852,738	49,029,491	101.68	(823,247)	11,750,753	(7.01)

- (1) This schedule shows the pension benefit on a funding basis, as reported by TMRS each year. The funding basis, which is used to determine the City's annual contribution rate, uses an actuarial value for plan assets rather than a market value. This data is used to show ongoing funding progress of the plan with the normal cyclical swings of the stock market smoothed out.
- (2) Covered annual payroll and UAAL as a percentage of covered payroll are based on the fiscal year. The rest of the information is provided by TMRS on a calendar year basis.
- (3) In 2007, the TMRS board made several changes to the actuarial methods and plan assumptions. The actuarial method changed from unit credit to projected unit credit. Benefits changed from a pay-as-you-go basis to a pre-funded basis and to mitigate that change the TMRS Board approved an eight year transition period. In addition, the amortization period changed from a 25-year open period to a 30-year closed period. These changes were incorporated into the TMRS 2007 actuarial valuation.
- (4) The Texas State Legislature met in 2011 and passed Senate Bill 350, which restructured TMRS' internal account structure. This change was incorporated into the TMRS 2010 actuarial valuation and had the net effect of increasing the City's funded ratio.
- (5) In 2013, the TMRS Board, in preparation for implementation of GASB Statement No. 68, Accounting and Financial Reporting for Pensions - an amendment of GASB Statement No. 27, changed the actuarial cost method to entry age normal and updated post-retirement mortality assumptions. These changes were incorporated into the TMRS 2013 actuarial valuation which had the net effect of reducing the City's funded ratio and increasing these changes were incorporated into the TMRS 2013 actuarial valuation which had the net effect of reducing the City's funded ratio and increasing the remaining amortization period from 26.8 to 27.7 years for the City's fiscal year 2014.
- (6) The data presented in this table comes directly from the TMRS rate letter for the City of Colleyville. This information can be obtained from the website at http://www.tmrs.com/city_rate_letters.

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COMPLIANCE

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P A T T I L L O , B R O W N & H I L L , L L P .
CERTIFIED PUBLIC ACCOUNTANTS ■ BUSINESS CONSULTANTS

**INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT
OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH
GOVERNMENT AUDITING STANDARDS**

To the Honorable Mayor and
Members of the City Council
City of Colleyville, Texas

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the City of Colleyville, Texas, as of and for the year ended September 30, 2016, and the related notes to the financial statements, which collectively comprise the City of Colleyville Texas' basic financial statements, and have issued our report thereon dated February, 3, 2017.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City of Colleyville Texas' internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City of Colleyville Texas' internal control. Accordingly, we do not express an opinion on the effectiveness of the City of Colleyville Texas' internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control over financial report that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City of Colleyville Texas' financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Pattillo, Brown + Hill, L.L.P.

Waco, Texas
February 3, 2017

RESOLUTION R-17-4090

**A RESOLUTION ACCEPTING THE ANNUAL AUDIT FOR FISCAL YEAR
ENDED SEPTEMBER 30, 2016**

WHEREAS, Section 9.06 C of the Charter of the City of Colleyville, Texas requires an independent audit at the close of each fiscal year by a certified public accountant; and

WHEREAS, the firm of Pattillo, Brown, and Hill, L.L.P., Certified Public Accountants has completed their audit of all City accounts and presented the audit to the City Council.

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

Sec. 1. THAT the annual audit for Fiscal Year ended September 30, 2016, is accepted.

AND IT IS SO RESOLVED.

PASSED BY A VOTE OF _____ AYES, _____ NAYS, AND _____ ABSTENTIONS
ON THIS THE 7TH DAY OF FEBRUARY 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



City of Colleyville City Council Agenda Briefing

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

Agenda Number 6d

Agenda Date 02/07/2017

Number Resolution R-17-4091

Type Resolution

Department Community Development

Title

Consideration of a Combination Preliminary/Final plat of Lots 1RA-1, and Lot 4, Block 1, Kay's Circle B Bar K Ranch Addition, located at 5700 Winnie Drive and 5618 Bransford Road, Case PC16-003

Strategy Map Connection

There is no strategy map connection for this item.

Explanation

Reading and Public Hearing

WPC Acquisitions, Inc., the applicant, requests approval of a Combination Preliminary/Final plat for the Oakleigh Addition on approximately 17.04 acres. The applicant proposes to subdivide the property into 23 residential lots and seven common area lots with the intent of developing a new residential subdivision with private streets. Per Chapter 10 of the Land Development Code and the governing PUD-R (attached Ordinance O-16-1798) approval of a plat with private streets must be granted by City Council.

Existing Conditions/Background: The subject property is zoned PUD-R Planned Unit Development Residential (Ordinance O-16-1798) and R-20 Single Family Residential. The property is generally located on the west side of Bransford Road and north of Winnie Drive.

The subject property is currently undeveloped. The process of demolishing one single family residence and accessory structures began in October 2016. The applicant has indicated the intent to construct 23 single family homes on the subject property.

Ordinance O-16-1798 was approved by City Council on April 19, 2016, and established the layout of each lot, street, and open space within the subdivision. The PUD-R also established the minimum development standards for the subdivision as outlined below.

Lot Dimensions and Setbacks: The subject property is zoned both PUD-R (Ordinance O-16-1798) and R-20 Single Family Residential District. In cases such as this where a property contains two zoning designations, the property generally follows whichever zoning district is under that particular portion of the property for the particular regulation (if front yard setback is in question, it is the front yard setback of whichever zoning district covers the front yard). If there is a conflict for a certain

regulation between the districts, the more restrictive district regulation prevails.

Per the governing zoning ordinance, the PUD-R zoning regulations require the following standards:

Minimum Lot Size:	20,000 square feet
Minimum Lot Depth:	125 feet
Minimum Lot Width:	100 feet
>>Minimum Lot Width on Proposed Lot 4, Block A shall be 81 feet.	
Minimum Front Yard Setback:	30 feet
Minimum Side Yard Setback:	10 feet
Minimum Rear Yard Setback:	25 feet
Maximum Lot Coverage:	40 percent

Per Section 3.24 G, Schedule of District Regulations in the Land Development Code, the R-20 zoning regulations require the following standards:

Minimum Lot Size:	20,000 square feet
Minimum Lot Depth:	125 feet
Minimum Lot Width:	100 feet
Minimum Front Yard Setback:	30 feet
Minimum Side Yard Setbacks:	10 feet
Minimum Rear Yard Setback:	25 feet
Maximum Lot Coverage:	30 percent

As submitted, the proposed plat meets all of the requirements of the governing ordinance and the Land Development Code for both zoning districts.

Private Streets: The governing PUD-R ordinance approved by City Council specifically allows for private streets as part of the development. The ordinance goes on to state that the City Council shall be required to approve the private streets with the subdivision plat. Chapter 10 – Private Streets and Entrance Gates, establishes the general regulations for gated subdivisions with privately owned and maintained streets. Furthermore, Section 10-125 states that no subdivision plat may include private streets unless approval is granted by the City Council and only after receiving recommendation from the Planning and Zoning Commission.

Chapter 10 also requires the establishment of a Homeowners Association (HOA) which is responsible for ownership and maintenance of the private streets. As part of the approval process, the applicant is required to submit all HOA documentation to the City for review by the City Attorney's office prior to approval. The applicant has submitted all HOA documents which have been approved by the City Attorney's office.

Surrounding Development: The properties to the north, south, east, and west are zoned R-20 Single Family Residential district and generally developed with single family homes. As an exception, the property to the north is primarily undeveloped.

Fees: Park Land Dedication Fees are required prior to filing the plat for record in the amount of \$1,802 per residential lot. Impact Fees are also required per Chapter 13 (Impact Fees) of the Land Development Code and are due prior to the issuance of a Building Permit if more than one residence is constructed in the future after the demolition of the structures currently on the subject property.

Tree Preservation: The proposed subdivision must comply with Chapter 5 (Tree Preservation) of the Land Development Code. A Tree Removal Permit and associated Tree Preservation Plan must be approved prior to the removal of any tree, prior to site grading or dirt disturbance, or prior to new construction on the subject property.

In addition to the requirements for approval of a Tree Removal Permit and Tree Preservation Plan, future development on the site must maintain the required percentage of existing protected tree canopy coverage as specified in Chapter 5 unless or until the Planning and Zoning Commission formally grants a waiver to the required preservation.

Staff has reviewed a preliminary tree survey and it appears the project will maintain compliance with the Land Development Code. In the event the plans fail to maintain the required percentage of tree canopy coverage, a waiver request will be required from the Planning and Zoning Commission per the Land Development Code.

Sidewalks: A minimum four-foot wide sidewalk is required along all internal streets and the applicant is proposing to install six-foot sidewalks for all internal streets.

Drainage and Stormwater Runoff: As required by the Land Development Code, construction drawings consistent with the requirements of the Land Development Code, including drainage, water, and sewer plans have been submitted with the proposed plat.

Public Notification: Notification of property owners is not required for the approval of a Combination Preliminary/Final Plat. However, due to portions of the property being replatted, staff mailed notices to all property owners within 200 feet of the subject property. Notice was also published in the Fort Worth Star-Telegram as required by State law and the Land Development Code. Staff has received no written correspondence on this item to date. At the January 9, 2017 Planning and Zoning Commission meeting three citizens spoke in opposition of this item.

Planning and Zoning Commission Recommendation: The Planning and Zoning Commission recommended approval of this item at the January 9, 2017 meeting by a vote of 6-0.

Staff Recommendation: The proposed Combination Preliminary/Final Plat meets the requirements of the governing ordinance and the Land Development Code. Staff recommends approval.

Financial Impact

There is no financial impact to the City.

Recommendation

Approve

Attachments

1. Aerial Map
2. Zoning Map
3. Plat Exhibit
4. Ordinance O-16-1798
5. Draft - HOA Documentation
6. Notification Map
7. Notification List
8. P&Z - January 9, 2017 - Speaker Cards - Opposition
9. Resolution R-17-4091

AERIAL MAP



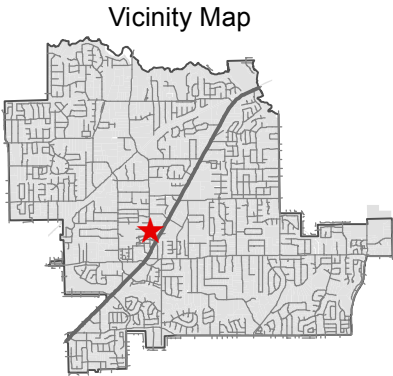
PC16-003

5700 WINNIE DRIVE AND 5618 BRANSFORD ROAD

 Subject Property

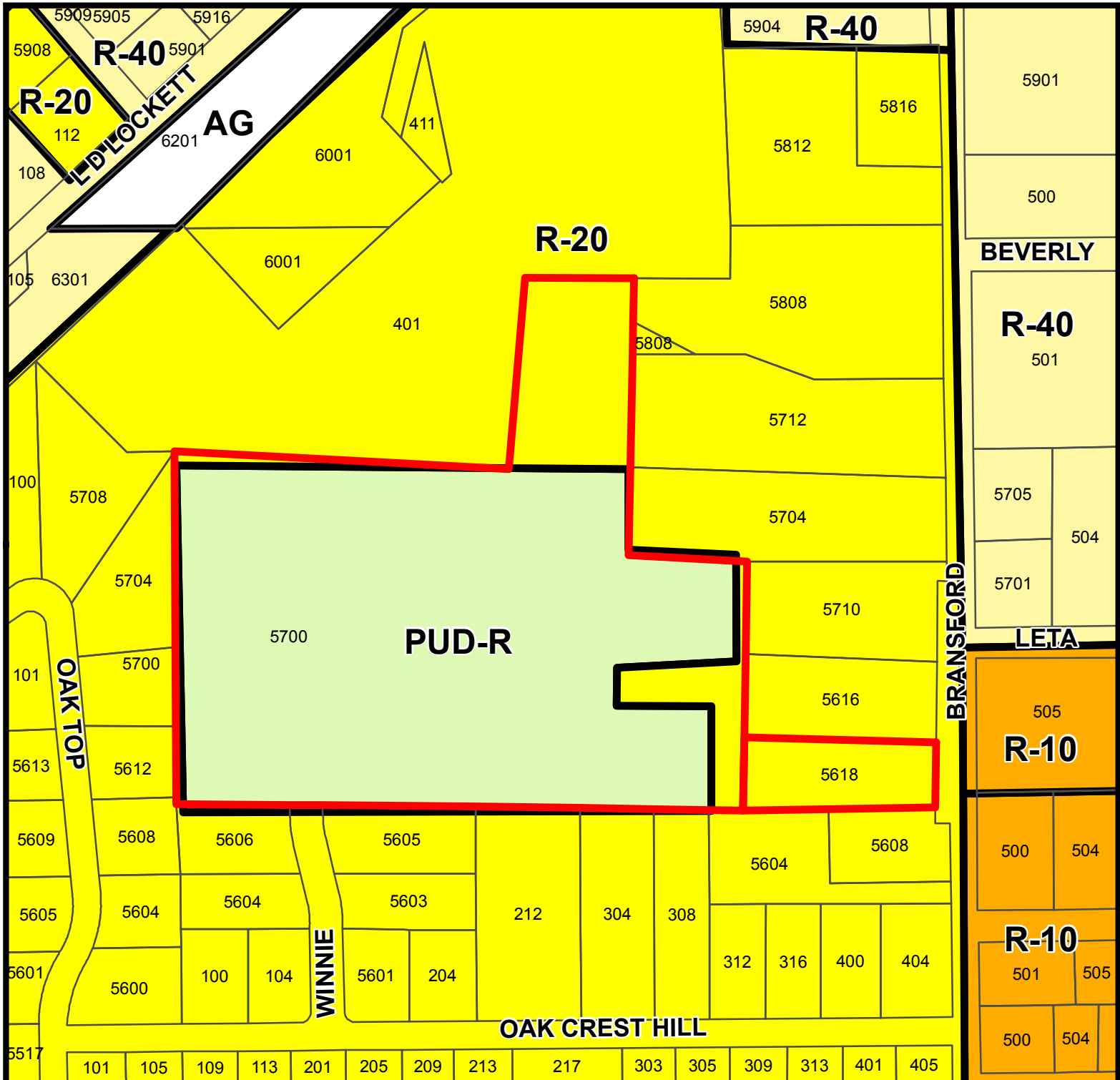


1 inch = 250 feet



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



PC16-003

5700 WINNIE DRIVE AND 5618 BRANSFORD ROAD

- Subject Property
- AG Agricultural
- PUD-R Planned Unit Development, Residential
- R-10 Single Family Residential (10,000 sq. ft. min)
- R-20 Single Family Residential (20,000 sq. ft. min)
- R-40 Single Family Residential (40,000 sq. ft. min)

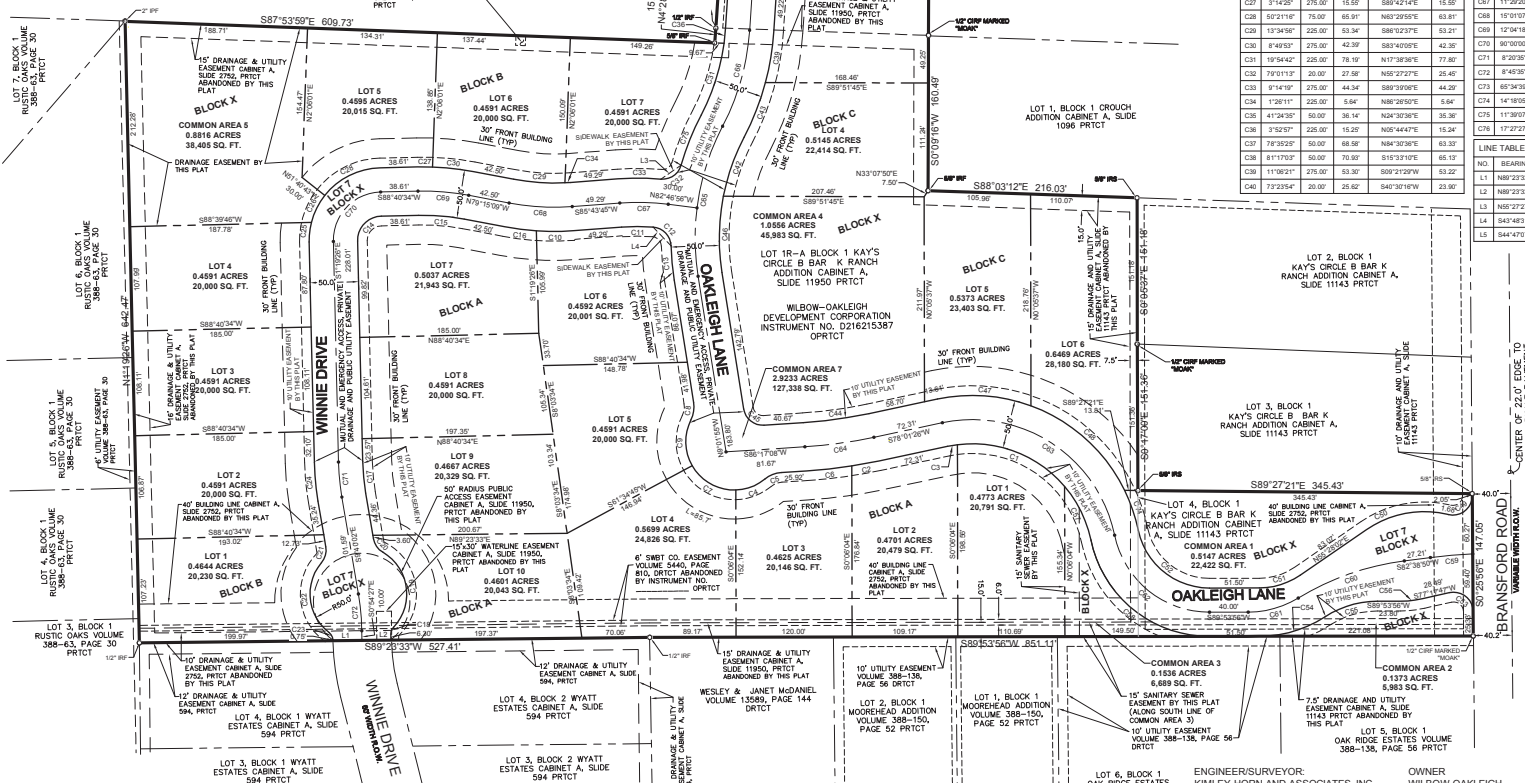
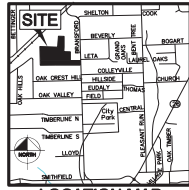


1 inch = 250 feet

Vicinity Map



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[illegible]

NO	DELT ₂	RADIUS	LENGTH	NO	DELT ₂	RADIUS
50	56 54 25	125,0	123,8	60	49 46 22	118,2
51	56 56 38	125,0	28,5	61	57 34 44	28,49
52	4 30 28	125,0	10,5	62	58 12 20	10,52
53	37 35 58	125,0	32,74	63	58 22 59	32,76
54	57 56 38	125,0	28,5	64	58 22 59	28,5
55	57 56 38	125,0	47,23	65	58 22 59	47,23
62	62 12 38	125,0	14,28	66	58 47 15	14,28
63	35 39 33	125,0	38,6	68	58 47 15	38,6
64	58 09 28	125,0	49,11	70	58 30 73	49,11
65	58 09 28	125,0	38,6	71	58 30 73	38,6
67	61 16 28	125,0	32,41	73	58 30 73	32,41
68	84 22 28	125,0	29,45	84	58 30 73	29,45
69	84 22 28	125,0	29,45	85	58 30 73	29,45
70	84 22 28	125,0	29,45	86	58 30 73	29,45
71	84 22 28	125,0	29,45	87	58 30 73	29,45
72	84 22 28	125,0	29,45	88	58 30 73	29,45
73	84 22 28	125,0	29,45	89	58 30 73	29,45
74	84 22 28	125,0	29,45	90	58 30 73	29,45
75	84 22 28	125,0	29,45	91	58 30 73	29,45
76	84 22 28	125,0	29,45	92	58 30 73	29,45
77	84 22 28	125,0	29,45	93	58 30 73	29,45
78	84 22 28	125,0	29,45	94	58 30 73	29,45
79	84 22 28	125,0	29,45	95	58 30 73	29,45
80	84 22 28	125,0	29,45	96	58 30 73	29,45
81	84 22 28	125,0	29,45	97	58 30 73	29,45
82	84 22 28	125,0	29,45	98	58 30 73	29,45
83	84 22 28	125,0	29,45	99	58 30 73	29,45
84	84 22 28	125,0	29,45	100	58 30 73	29,45
85	84 22 28	125,0	29,45	101	58 30 73	29,45
86	84 22 28	125,0	29,45	102	58 30 73	29,45
87	84 22 28	125,0	29,45	103	58 30 73	29,45
88	84 22 28	125,0	29,45	104	58 30 73	29,45
89	84 22 28	125,0	29,45	105	58 30 73	29,45
90	84 22 28	125,0	29,45	106	58 30 73	29,45
91	84 22 28	125,0	29,45	107	58 30 73	29,45
92	84 22 28	125,0	29,45	108	58 30 73	29,45
93	84 22 28	125,0	29,45	109	58 30 73	29,45
94	84 22 28	125,0	29,45	110	58 30 73	29,45
95	84 22 28	125,0	29,45	111	58 30 73	29,45
96	84 22 28	125,0	29,45	112	58 30 73	29,45
97	84 22 28	125,0	29,45	113	58 30 73	29,45
98	84 22 28	125,0	29,45	114	58 30 73	29,45
99	84 22 28	125,0	29,45	115	58 30 73	29,45
100	84 22 28	125,0	29,45	116	58 30 73	29,45
101	84 22 28	125,0	29,45	117	58 30 73	29,45
102	84 22 28	125,0	29,45	118	58 30 73	29,45
103	84 22 28	125,0	29,45	119	58 30 73	29,45
104	84 22 28	125,0	29,45	120	58 30 73	29,45
105	84 22 28	125,0	29,45	121	58 30 73	29,45
106	84 22 28	125,0	29,45	122	58 30 73	29,45
107	84 22 28	125,0	29,45	123	58 30 73	29,45
108	84 22 28	125,0	29,45	124	58 30 73	29,45
109	84 22 28	125,0	29,45	125	58 30 73	29,45
110	84 22 28	125,0	29,45	126	58 30 73	29,45
111	84 22 28	125,0	29,45	127	58 30 73	29,45
112	84 22 28	125,0	29,45	128	58 30 73	29,45
113	84 22 28	125,0	29,45	129	58 30 73	29,45
114	84 22 28	125,0	29,45	130	58 30 73	29,45
115	84 22 28	125,0	29,45	131	58 30 73	29,45
116	84 22 28	125,0	29,45	132	58 30 73	29,45
117	84 22 28	125,0	29,45	133	58 30 73	29,45
118	84 22 28	125,0	29,45	134	58 30 73	29,45
119	84 22 28	125,0	29,45	135	58 30 73	29,45
120	84 22 28	125,0	29,45	136	58 30 73	29,45
121	84 22 28	125,0	29,45	137	58 30 73	29,45
122	84 22 28	125,0	29,45	138	58 30 73	29,45
123	84 22 28	125,0	29,45	139	58 30 73	29,45
124	84 22 28	125,0	29,45	140	58 30 73	29,45
125	84 22 28	125,0	29,45	141	58 30 73	29,45
126	84 22 28	125,0	29,45	142	58 30 73	29,45
127	84 22 28	125,0	29,45	143	58 30 73	29,45
128	84 22 28	125,0	29,45	144	58 30 73	29,45
129	84 22 28	125,0	29,45	145	58 30 73	29,45
130	84 22 28	125,0	29,45	146	58 30 73	29,45
131	84 22 28	125,0	29,45	147	58 30 73	29,45
132	84 22 28	125,0	29,45	148	58 30 73	29,45
133	84 22 28	125,0	29,45	149	58 30 73	29,45
134	84 22 28	125,0	29,45	150	58 30 73	29,45
135	84 22 28	125,0	29,45	151	58 30 73	29,45
136	84 22 28	125,0	29,45	152	58 30 73	29,45
137	84 22 28	125,0	29,45	153	58 30 73	29,45
138	84 22 28	125,0	29,45	154	58 30 73	29,45
139	84 22 28	125,0	29,45	155	58 30 73	29,45
140	84 22 28	125,0	29,45	156	58 30 73	29,45
141	84 22 28	125,0	29,45	157	58 30 73	29,45
142	84 22 28	125,0	29,45	158	58 30 73	29,45
143	84 22 28	125,0	29,45	159	58 30 73	29,45
144	84 22 28	125,0	29,45	160	58 30 73	29,45
145	84 22 28	125,0	29,45	161	58 30 73	29,45
146	84 22 28	125,0	29,45	162	58 30 73	29,45
147	84 22 28	125,0	29,45	163	58 30 73	29,45
148	84 22 28	125,0	29,45	164	58 30 73	29,45
149	84 22 28	125,0	29,45	165	58 30 73	29,45
150	84 22 28	125,0	29,45	166	58 30 73	29,45
151	84 22 28	125,0	29,45	167	58 30 73	29,45
152	84 22 28	125,0	29,45	168	58 30 73	29,45
153	84 22 28	125,0	29,45	169	58 30 73	29,45
154	84 22 28	125,0	29,45	170	58 30 73	29,45
155	84 22 28	125,0	29,45	171	58 30 73	29,45
156	84 22 28	125,0	29,45	172	58 30 73	29,45
157	84 22 28	125,0	29,45	173	58 30 73	29,45
158	84 22 28	125,0	29,45	174	58 30 73	29,45
159	84 22 28	125,0	29,45	175	58 30 73	29,45
160	84 22 28	125,0	29,45	176	58 30 73	29,45
161	84 22 28	125,0	29,45	177	58 30 73	29,45
162	84 22 28	125,0	29,45	178	58 30 73	29,45
163	84 22 28	125,0	29,45	179	58 30 73	29,45
164	84 22 28	125,0	29,45	180	58 30 73	29,45
165	84 22 28	125,0	29,45	181	58 30 73	29,45
166	84 22 28	125,0	29,45	182	58 30 73	29,45
167	84 22 28	125,0	29,45	183	58 30 73	29,45
168	84 22 28	125,0	29,45	184	58 30 73	29,45
169	84 22 28	125,0	29,45	185	58 30 73	29,45
170	84 22 28	125,0	29,45	186	58 30 73	29,45
171	84 22 28	125,0	29,45	187	58 30 73	29,45
172	84 22 28	125,0	29,45	188	58 30 73	29,45
173	84 22 28	125,0	29,45	189	58 30 73	29,45
174	84 22 28	125,0	29,45	190	58 30 73	29,45
175	84 22 28	125,0	29,45	191	58 30 73	29,45
176	84 22 28	125,0	29,45	192	58 30 73	29,45
177	84 22 28	125,0	29,45	193	58 30 73	29,45
178	84 22 28	125,0	29,45	194	58 30 73	29,45
179	84 22 28	125,0	29,45	195	58 30 73	29,45
180	84 22 28	125,0	29,45	196	58 30 73	29,45
181	84 22 28	125,0	29,45	197	58 30 73	29,45
182	84 22 28	125,0	29,45	198	58 30 73	29,45
183	84 22 28	125,0	29,45	199	58 30 73	29,45
184	84 22 28	125,0	29,45	200	58 30 73	29,45
185	84 22 28	125,0	29,45	201	58 30 73	29,45
186	84 22 28	125,0	29,45	202	58 30 73	29,45
187	84 22 28	125,0	29,45	203	58 30 73	29,45
188	84 22 28	125,0	29,45	204	58 30 73	29,45
189	84 22 28	125,0	29,45	205	58 30 73	29,45
190	84 22 28	125,0	29,45	206	58 30 73	29,45
191	84 22 28	125,0	29,45	207	58 30 73	29,45
192	84 22 28	125,0	29,45	208	58 30 73	29,45
193	84 22 28	125,0	29,45	209	58 30 73	29,45
194	84 22 28	125,0	29,45	210	58 30 73	29,45
195	84 22 28	125,0	29,45	211	58 30 73	29,45
196	84 22 28	125,0	29,45	212	58 30 73	29,45
197	84 22 28	125,0	29,45	213	58 30 73	29,45
198	84 22 28	125,0	29,45	214	58 30 73	29,45
199	84 22 28	125,0	29,45	215	58 30 73	29,45
200	84 22 28	125,0	29,45	216	58 30 73	29,45
201	84 22 28	125,0	29,45	217	58 30 73	29,45
202	84 22 28	125,0	29,45	218	58 30 73	29,45
203	84 22 28	125,0	29,45	219	58 30 73	29,45
204	84 22 28	125,0	29,45	220	58 30 73	29,45
205	84 22 28	125,0	29,45	221	58 30 73	29,45
206	84 22 28	125,0	29,45	222	58 30 73	29,45
207	84 22 28	125,0	29,45	223	58 30 73	29,45
208	84 22 28	125,0	29,45	224	58 30 73	29,45
209	84 22 28	125,0	29,45	225	58 30 73	29,45
210	84 22 28	125,0	29,45	226	58 30 73	29,45
211	84 22 28	125,0	29,45	227	58 30 73	29,45
212	84 22 28	125,0	29,45	228	58 30 73	29,45
213	84 22 28	125,0	29,45	229	58 30 73	29,45
214	84 22 28	125,0	29,45	230	58 30 73	29,45
215	84 22 28	125,0	29,45	231	58 30 73	29,45
216	84 22 28	125,0	29,45	232	58 30 73	29,45
217	84 22 28	125,0	29,45	233	58 30 73	29,45
218	84 22 28	125,0	29,45	234	58 30 73	29,45
219	84 22 28	125,0	29,45	235	58 30 73	29,45
220	8					

NO	DE	DELTA	RADIUS	LENGTH	CHORD	BEARING	CHORD
40	52°55'15"	50.00	45.48	585°00'00"	43.07		
41	52°55'15"	50.00	45.48	591°00'00"	43.07		
42	12°21'47"	225.00	64.86	519°22'00"	64.83		
43	12°21'47"	225.00	63.97	521°22'00"	64.79		
44	12°21'47"	225.00	63.97	527°22'00"	64.79		
45	12°21'47"	225.00	63.97	533°22'00"	64.79		
46	12°21'47"	225.00	63.97	539°22'00"	64.79		
47	32°30'05"	175.00	98.27	088°54'00"	19.49		
48	32°30'05"	175.00	133.68	047°56'00"	130.44		
49	10°12'31"	120.00	36.10	N51°04'E	34.61		
50	37°41'31"	166.00	87.08	N7°14'E	81.07		
51	34°25'54"	75.00	40.67	N72°40'00"	41.49		
52	34°25'54"	75.00	40.67	N72°40'00"	41.49		
53	34°25'54"	75.00	36.70	N65°43'00"	36.70		
54	32°31'05"	125.00	71.47	373°29'00"	70.99		
55	32°31'05"	125.00	73.34	377°29'00"	66.95		
56	32°31'05"	125.00	23.10	083°35'00"	23.05		
57	28°38'21"	120.00	62.48	N20°45'00"	61.83		
58	78°20'48"	120.00	170.93	N50°54'00"	137.92		
59	5°12'02"	500.00	43.83	N89°54'00"	43.82		
60	5°12'02"	500.00	43.83	N89°54'00"	43.82		
61	31°11'07"	120.00	54.43	S76°16'00"	54.43		
62	78°20'48"	120.00	136.74	N50°54'00"	136.33		
63	50°31'31"	120.00	236.20	N65°15'00"	212.54		
64	8°19'42"	500.00	17.20	S82°01'00"	17.13		
65	38°37'53"	250.00	158.63	N69°10'E	157.18		
66	23°47'38"	250.00	120.62	N11°42'E	120.08		
67	11°29'28"	250.00	50.13	N88°33'E	50.09		
68	11°29'28"	250.00	50.13	N88°33'E	50.09		
69	12°04'16"	250.00	50.13	N88°33'E	50.09		
70	12°04'16"	250.00	50.13	N88°33'E	50.09		
71	9°02'05"	250.00	76.54	343°00'00"	70.71		
72	9°02'05"	250.00	34.00	009°24'00"	36.97		
73	6°49'35"	250.00	38.22	500°00'00"	38.18		
74	6°49'35"	52.88	106.10	S79°13'00"	106.60		
75	14°38'05"	175.00	43.68	S184°54'E	43.07		
76	11°30'19"	175.00	55.82	N21°49'E	55.83		
77	17°27'21"	50.00	15.23	S39°20'00"	15.18		

LINE TABLE			
NO	BEARING	LENGTH	CHORD
1	N23°15'E	23.50	23.50
2	N10°00'E	10.00	10.00

LOT TABLE			
LOT #	BLOCK #	ADRES	SQ. FT.
LOT 1	BLOCK A	04731	20,791
LOT 2	BLOCK A	04730	20,799
LOT 3	BLOCK A	04733	20,548
LOT 4	BLOCK A	05669	24,068
LOT 5	BLOCK A	04992	20,051
LOT 6	BLOCK A	04991	20,060
LOT 7	BLOCK A	05307	21,943
LOT 8	BLOCK A	05309	20,000
LOT 9	BLOCK A	04803	20,320
LOT 10	BLOCK A	04801	20,320
LOT 11	BLOCK A	04844	20,320
LOT 12	BLOCK A	04991	20,000
LOT 13	BLOCK A	04991	20,000
LOT 14	BLOCK B	04991	20,000
LOT 15	BLOCK B	04991	20,000
LOT 16	BLOCK B	04991	20,000
LOT 17	BLOCK B	04991	20,000
LOT 18	BLOCK C	04687	24,411
LOT 19	BLOCK C	04643	26,116
LOT 20	BLOCK C	05347	22,442
LOT 21	BLOCK C	05345	22,442
LOT 22	BLOCK C	05343	23,463
LOT 23	BLOCK C	04969	26,100
COMMON AREA 1	BLOCK 1	01738	6,889
COMMON AREA 2	BLOCK 1	01738	6,889
COMMON AREA 3	BLOCK 1	01738	6,889
COMMON AREA 4	BLOCK 1	02056	48,483
COMMON AREA 5	BLOCK 1	02056	48,483
COMMON AREA 6	BLOCK 1	02043	127,138
COMMON AREA 7	BLOCK 1	02349	127,138

NO.	BEARING	LENGTH
L1	N89°23'33"E	30.00'
L2	N89°23'33"E	30.00'
L3	N55°27'27"E	25.45'
L4	S43°48'31"E	26.86'
L5	S44°47'07"E	19.21'

PRELIMINARY

THIS DOCUMENT SHALL NOT BE RECORDED FOR ANY PURPOSE AND SHALL NOT BE USED OR
VIEWED OR RELIED UPON AS A FINAL SURVEY DOCUMENT

**PRELIMINARY FINAL PLAT
BLOCKS A, B, C AND X
OAKLEIGH ADDITION**

an addition to the City of Colleyville, Tarrant County, Texas
bearing a replat of Lot 1R-A, Block 1 of the KAY'S CIRCLE
BAR B BAR K RANCH, an addition to the City of Colleyville,
Tarrant County, Texas according to the plat thereof recorded
in Cabinet A, Slide 11950 of the Plat Records of Tarrant
County, Texas and a replat of Lot 4, Block 1 of the KAY'S
CIRCLE BAR B BAR K RANCH, an addition to the City of
Colleyville, Tarrant County, Texas according to the plat
thereof recorded in Cabinet A, Slide 11143 of the Plat
Records of Tarrant, and being portion of the J.J. NEWTON
SURVEY, Abstract No. 1176

23 Residential Lots, 7 Common Areas
17.0470 acres
December, 2016

ENGINEER/SURVYOR:	OWNER
KIMBLEY-HORN AND ASSOCIATES, INC.	WILBOW-OAKLEIGH
801 Cherry Street, Unit 11, Suite 950	DEVELOPMENT CORPORATION
Fort Worth, Texas 76102	4131 North Central Expressway,
Contact: Paul Ward, RPLS	Suite 990, LB -13
paul.ward@kimbley-horn.com	Dallas, Texas 75204
Tel. No.: (817) 335-6511	Contact: Jennifer Rabon
	(972) 865-1343

OWNER
WILBOW-OAKLEIGH
DEVELOPMENT CORPORATION
4131 North Central Expressway,
Suite 990, LB -13
Dallas, Texas 75204
Contact: Jennifer Rabon
(972) 865-1343

Kimley»Horn

801 Cherry Street, Unit 11, # 950 Fort Worth, Texas 76102		FIRM # 10194040		Tel. No. (817) 335-6511 www.kimley-horn.com	
<u>Scale</u> 1" = 60'	<u>Drawn by</u> JPW	<u>Checked by</u> FCN	<u>Date</u> 10/2/2016	<u>Project No.</u> 067125005	<u>Sheet No.</u> 1 OF 2

ORDINANCE O-16-1978

AMENDING THE ZONING ORDINANCE AND THE OFFICIAL ZONING MAP OF THE CITY OF COLLEYVILLE, TEXAS, BY CHANGING THE ZONING ON 13.3 ACRES, IN ABSTRACT 1176 OF THE J.J. NEWTON SURVEY, AND BEING A PORTION OF LOT 1R-A, BLOCK 1, KAY'S CIRCLE B BAR K RANCH ADDITION, LOCATED AT 5700 WINNIE DRIVE, FROM THE AG - AGRICULTURAL ZONING DISTRICT TO THE PUD-R - PLANNED UNIT DEVELOPMENT RESIDENTIAL ZONING DISTRICT; PROVIDING A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS (\$2,000.00); AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City of Colleyville has received an application for rezoning under Case ZC15-022; and

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

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

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

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

WHEREAS, the Planning and Zoning Commission of the City of Colleyville and the City of Colleyville City Council, in compliance with the

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

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

- Sec. 1. THAT all the foregoing premises and findings are found to be true and correct and are incorporated into the body of this ordinance as if copied in their entirety.
- Sec. 2. THAT the Comprehensive Zoning Ordinance of the City of Colleyville, Texas, be, and the same is hereby amended by changing the zoning on 13.3 acres, in Abstract 1176 of the J.J. Newton Survey, and being a portion of Lot 1R-A, Block 1, Kay's Circle B Bar K Ranch Addition, located at 5700 Winnie Drive, from the Agricultural Zoning District to the Planned Unit Development - Residential District, as depicted in the attached Exhibit "A" and Exhibit "B".
- Sec. 3. THAT the above described tract of land shall be used only in the manner and for the purposes provided by the Comprehensive Zoning Ordinance of the City of Colleyville as heretofore amended, and as amended herein.
- Sec. 4. THAT the above described tract of land shall be subject to the following conditions:
1. The subject property is subject to all the regulations contained in all other City codes and regulations, except as noted herein.
 2. The development shall be generally consistent with Exhibit "C," which shall not be considered the associated plat. Slight modifications from Exhibit "C" to accommodate topographic, drainage, or other conditions may be made as long as they are generally consistent with Exhibit "C." All

final details are subject to the other provisions of this ordinance and all other City codes and regulations.

3. Permitted land uses shall be single family residential detached and common open space.
4. Residential lot requirements shall comply with the following standards:

- a. Minimum Lot Size: 20,000 square feet
- b. Minimum Lot Depth: 125 feet
- c. Minimum Lot Width: 100 feet

>>Minimum Lot Width on Proposed Lot 4, Block A shall be 81 feet.

- d. Front Setback: 30 feet
 - e. Side Setback: 10 feet
 - f. Rear Setback: 25 feet
 - g. Maximum Lot Coverage: 40 percent
5. With the submittal of a Building Permit application, a letter from the Oakleigh Architectural Review Committee shall be provided indicating their approval of the elevations. The approval from the Committee shall require elevations to have a hierarchy of plate dominance featuring custom front doors and entrances; to balance architectural features and interests with natural tones for paint and exterior finishes; and to add interest to the entire streetscape. The approval from the Committee shall also require roofing to be either 40-year Architectural Dimension shingles, slate, tile, or standing seam metal. Any new Re-roof Permits shall be required to provide the originally approved materials in color and material unless a revised letter from the Committee is submitted.
 6. A minimum of a three car garage with wood like, architecturally enhanced doors, or contemporary style doors

to compliment the architecture of the residence.

7. Homes shall be 100 percent brick, stone, or real stucco masonry. No EIFS or artificial stucco material shall be permitted.
8. No aluminum windows shall be permitted. Windows shall be high quality and high energy efficiency, such as vinyl or vinyl clad wood. All windows shall be insulated glass with a "low-e" specification.
9. This development shall provide a minimum of 14.4 percent (114,640 square feet) common open space, as shown on Exhibit "C," which shall be for the aesthetic, leisure, and recreational enjoyment of the residents. All open space areas shall be owned and maintained by the Homeowner's Association (HOA). Preservation of existing trees shall be required per applicable tree preservation plans and requirements of Chapter 5 of the Land Development Code.
10. A minimum of two, three-inch caliper trees from the Approved Plant List in Chapter 4 of the Land Development Code shall be planted on each residential lot prior to each house's final inspection. If existing protected trees are preserved in the front yard, they can be utilized to satisfy this requirement. Front and back yards shall be fully irrigated with approved Irrigation Permits on file with the City Building Inspections Division, prior to final inspection.
11. A landscape buffer adjacent to the common property line of 5616 Bransford Road and the development, as reflected in Exhibit "D," shall be generally consistent with Exhibit "D." Any deviations from this agreement will require City Council approval, in addition to any private agreements that would need to be revised.
12. The development will have as its focal point and feature, a central open space as the main amenity for the neighborhood.
13. The development shall be a private, gated community. This PUD-R does not constitute approval of the required plat and documentation associated with Private Street Developments

in Chapter 10 (Private Streets and Entrance Gates). The plat and required documentation must be provided and approved by City Council in a separate application and submittal.

14. The gate in the southwest corner of the subject property, as reflected in Exhibit "C," shall be for emergency access only and shall not be opened for residential traffic.
15. Home sites shall not be mass graded in order to preserve as many existing trees as possible.
16. There shall be sidewalks along the front of each lot connecting to the internal open space areas. Sidewalks adjacent to open space lots shall be constructed prior to final acceptance of the subdivision. Sidewalks adjacent to residential lots shall be constructed concurrent to the construction of the home and shall be installed prior to each house's final inspection.
17. A monument sign, identifying the subdivision, shall be provided at the project entry, prior to final acceptance of the subdivision.

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

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

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

Sec. 8. THAT it has been found that there has been a change in conditions in the above described property, it is now necessary

that it be given the above zoning classification in order to permit its proper development and in order to protect the public interest, comfort and general welfare, and requires that this ordinance shall take effect immediately from and after its passage.

AND IT IS SO ORDERED.

The first reading and public hearing being conducted on the 5th day of April 2016.

The second reading and public hearing being conducted on the 19th day of April 2016.

PASSED AND APPROVED by the City Council of the City of Colleyville, Texas, on this the 19th day of April 2016.

ATTEST:

CITY OF COLLEYVILLE



Amy Shelley

Amy Shelley, TRMC
City Secretary

David Kelly

David Kelly
Mayor

APPROVED AS TO FORM AND LEGALITY:

MA G. R

Matthew C. G. Boyle
City Attorney

[illegible]

Exhibit "B"- Metes & Bounds Description

BEING a 13.299 acre tract of land in the J.J. Newton Survey, Abstract Number 1176, situated in the City of Colleyville, Tarrant County, Texas, and being a portion of Lot 1R-A, Block 1, Kay's Circle B Bar K Ranch, an addition to the City of Colleyville, Tarrant County, Texas, recorded in Cabinet A, Slide 11950, Plat Records, Tarrant County, Texas. The bearings for this description are based on the bearings as they appear in Cabinet A, Slide 11950, Plat Records, Tarrant County, Texas. Said 13.299 acre tract being described by metes and bounds as follows:

COMMENCING at a 5/8" iron rod found at the southeast corner of said Lot 1R-A, Block 1, Kay's Circle B Bar K Ranch Addition;

THENCE North 89°06'48" West, along the south line of said Lot 1R-A, Kay's Circle B Bar K Ranch Addition, a distance of 60.52 Feet to the PLACE OF BEGINNING;

THENCE North 89°06'48" West, continuing along the south line of said Lot 1R-A, Kay's Circle B Bar K Ranch Addition, a distance of 442.56 Feet to a 1/2" iron rod with plastic cap stamped "RPLS 4818";

THENCE North 89°34'20" West, continuing along the south line of said Lot 1R-A, a distance of 528.82 Feet to a 5/8" iron rod found at the southwest corner of said Lot 1R-A;

THENCE North 00°19'54" West, along the west line of the said Lot 1R-A, a distance of 642.23 Feet to a 5/8" iron rod found at the most westerly north west corner of said Lot 1R-A;

THENCE South 86°55'50" East, along a northerly line of the said Lot 1R-A, Block 1, Kay's Circle B Bar K Ranch Addition, a distance of 830.98 Feet to a point on the westerly line of Lot 1, Block 1, Crouch Addition, an Addition to the City of Colleyville recorded in Cabinet A, Slide 1096, Plat Records, Tarrant County, Texas, and being on the east line of the said Lot 1R-A, Block 1, Kay's Circle B Bar K Ranch Addition;

THENCE South 01°09'36" West, along the common line of the said Lot 1, Block 1, Crouch Addition, and Lot 1R-A, Block 1, Kay's Circle B Bar K Ranch Addition, a distance of 144.83 Feet to a 5/8" iron rod found at the southwest corner of the said Lot 1, Block 1, Crouch Addition, same being an inner ell corner of the said Lot 1R-A, Block 1, Kay's Circle B Bar K Ranch Addition;

THENCE South 87°03'08" East, along the common line of the said Lot 1, Block 1, Crouch Addition, and Lot 1R-A, Block 1, Kay's Circle B Bar K Ranch Addition, a distance of 196.21 Feet to a point for corner;

THENCE South 00°01'20" West, a distance of 194.00 feet to a point for corner;

THENCE South 87°18'10" West, a distance of 218.55 feet to a point for corner;

THENCE South 00°56'10" West, a distance of 69.50 feet to a point for corner;

THENCE South 89°31'00" East, a distance of 172.75 feet to a point for corner;

THENCE South 00°19'10" West, a distance of 178.39 Feet to the POINT OF BEGINNING, and containing a computed area of 13.299 Acres, more or less.

PROPERTY DESCRIPTION

BEING a 13.299 acre tract of land in the J.J. Newton Survey, Abstract Number 1176, situated in the City of Colleyville, Tarrant County, Texas, and being a portion of Lot 1R-A, Block 1, Kay's Circle B Bar K Ranch, an addition to the City of Colleyville, Tarrant County, Texas, recorded in Cabinet A, Slide 11950, Plat Records, Tarrant County, Texas. The bearings for this description are based on the bearings as they appear in Cabinet A, Slide 11950, Plat Records, Tarrant County, Texas. Said 13.299 acre tract being described by metes and bounds as follows:

COMMENCING at a 5/8" iron rod found at the southeast corner of said Lot 1R-A, Block 1, Kay's Circle B Bar K Ranch Addition;

THENCE North 89°06'48" West, along the south line of said Lot 1R-A, Kay's Circle B Bar K Ranch Addition, a distance of 60.52 Feet to the PLACE OF BEGINNING;

THENCE North 89°06'48" West, continuing along the south line of said Lot 1R-A, Kay's Circle B Bar K Ranch Addition, a distance of 442.56 Feet to a ½" iron rod with plastic cap stamped "RPLS 4818";

THENCE North 89°34'20" West, continuing along the south line of said Lot 1R-A, a distance of 528.82 Feet to a 5/8" iron rod found at the southwest corner of said Lot 1R-A;

THENCE North 00°19'54" West, along the west line of the said Lot 1R-A, a distance of 642.23 Feet to a 5/8" iron rod found at the most westerly north west corner of said Lot 1R-A;

THENCE South 86°55'50" East, along a northerly line of the said Lot 1R-A, Block 1, Kay's Circle B Bar K Ranch Addition, a distance of 830.98 Feet to a point on the westerly line of Lot 1, Block 1, Crouch Addition, an Addition to the City of Colleyville recorded in Cabinet A, Slide 1096, Plat Records, Tarrant County, Texas, and being on the east line of the said Lot 1R-A, Block 1, Kay's Circle B Bar K Ranch Addition;

THENCE South 01°09'36" West, along the common line of the said Lot 1, Block 1, Crouch Addition, and Lot 1R-A, Block 1, Kay's Circle B Bar K Ranch Addition, a distance of 144.83 Feet to a 5/8" iron rod found at the southwest corner of the said Lot 1, Block 1, Crouch Addition, same being an inner ell corner of the said Lot 1R-A, Block 1, Kay's Circle B Bar K Ranch Addition;

THENCE South 87°03'08" East, along the common line of the said Lot 1, Block 1, Crouch Addition, and Lot 1R-A, Block 1, Kay's Circle B Bar K Ranch Addition, a distance of 196.21 Feet to a point for corner;

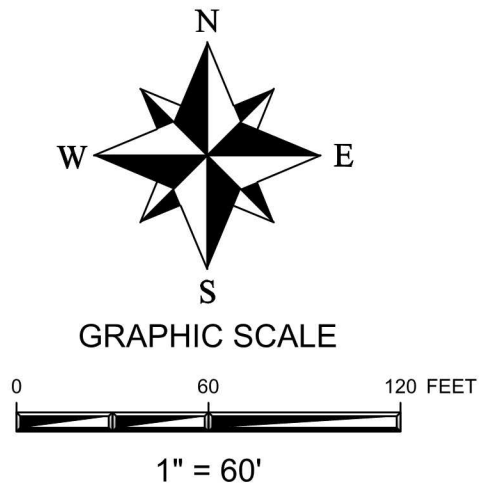
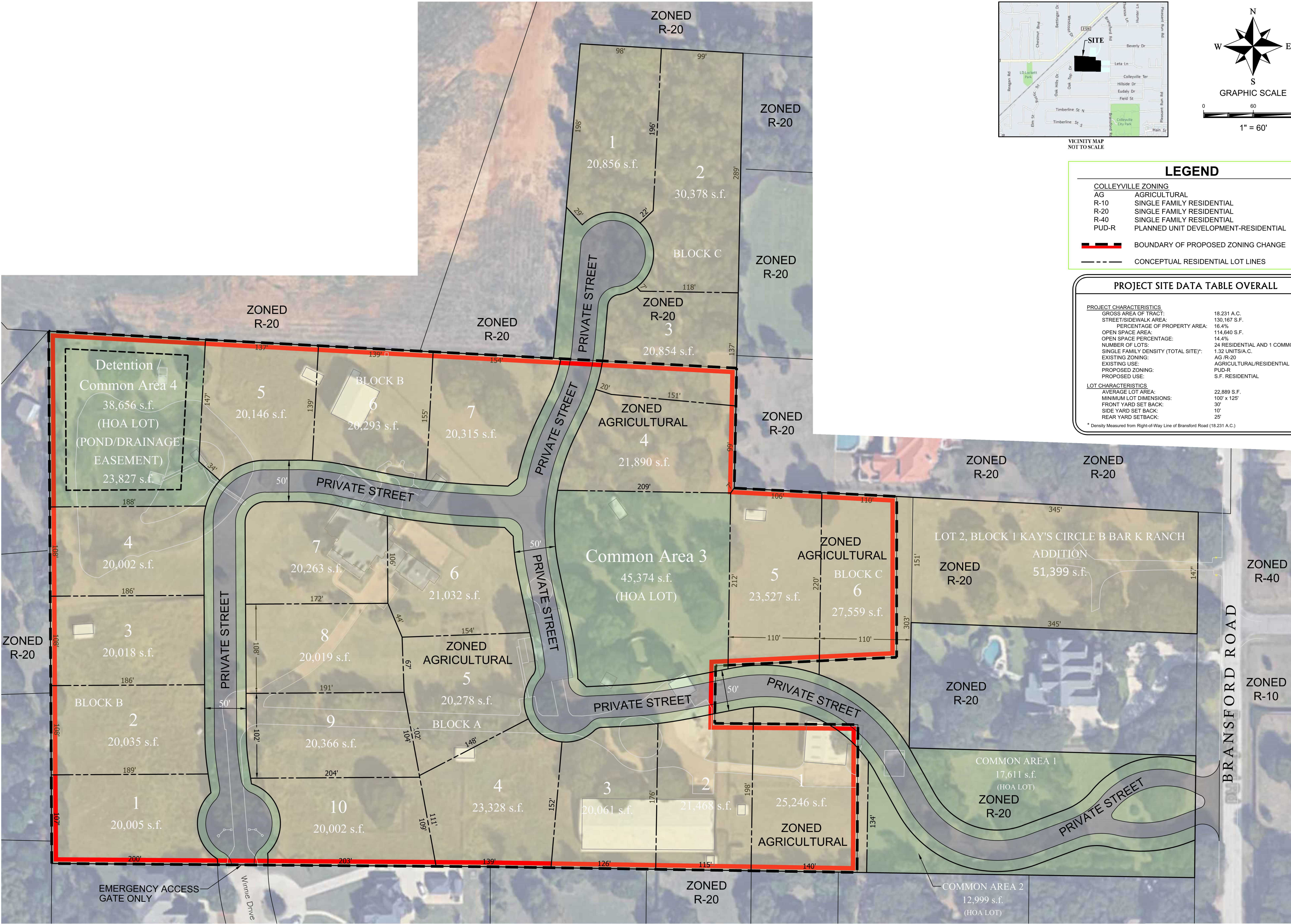
THENCE South 00°01'20" West, a distance of 194.00 feet to a point for corner;

THENCE South 87°18'10" West, a distance of 218.55 feet to a point for corner;

THENCE South 00°56'10" West, a distance of 69.50 feet to a point for corner;

THENCE South 89°31'00" East, a distance of 172.75 feet to a point for corner;

THENCE South 00°19'10" West, a distance of 178.39 Feet to the POINT OF BEGINNING, and containing a computed area of 13.299 Acres, more or less.



LEGEND

COLLEYVILLE ZONING	
AG	AGRICULTURAL
R-10	SINGLE FAMILY RESIDENTIAL
R-20	SINGLE FAMILY RESIDENTIAL
R-40	SINGLE FAMILY RESIDENTIAL
PUD-R	PLANNED UNIT DEVELOPMENT-RESIDENTIAL
	BOUNDARY OF PROPOSED ZONING CHANGE
	CONCEPTUAL RESIDENTIAL LOT LINES

PROJECT SITE DATA TABLE OVERALL

PROJECT CHARACTERISTICS	
GROSS AREA OF TRACT:	18,231 A.C.
STREET/SIDEWALK AREA:	130,167 S.F.
PERCENTAGE OF PROPERTY AREA:	16.4%
OPEN SPACE AREA:	114,840 S.F.
OPEN SPACE PERCENTAGE:	14.4%
NUMBER OF LOTS:	24 RESIDENTIAL AND 1 COMMON AREA
SINGLE FAMILY DENSITY (TOTAL SITE):	1.32 UNITS/A.C.
EXISTING ZONING:	AG (R-20)
EXISTING USE:	AGRICULTURAL/RESIDENTIAL
PROPOSED ZONING:	PUD-R
PROPOSED USE:	S.F. RESIDENTIAL
LOT CHARACTERISTICS	
AVERAGE LOT AREA:	22,889 S.F.
MINIMUM LOT DIMENSIONS:	100' x 125'
FRONT YARD SET BACK:	30'
SIDE YARD SET BACK:	10'
REAR YARD SETBACK:	25'
* Density Measured From Right-of-Way Line of Bransford Road (18,231 A.C.)	

Owner:
XTO Energy Inc.
810 Houston Street
Fort Worth, TX 76102
Contact: Edwin Ryan, Jr.
(817) 885-2336

Developer/Applicant:
WPC Acquisitions, Inc.
4131 N. Central Expressway, Suite 990
Dallas, TX 75204
Contact: Jennifer Rabon, VP of Development
(972) 479-0697

Land Planner:
SAGE Group, Inc.
1130 N. Carroll Ave., Ste. 200
Southlake, TX 76092
(817) 424-2528

Surveyor:
Whitfield - Hall Surveyors
3559 Williams Road, Suite 107
Fort Worth, TX 76116
Contact: Johnny Williams
(817) 560-2916

**ZONING EXHIBIT FOR ZONING CHANGE REQUEST FROM AG (AGRICULTURAL) TO PUD-R (PLANNED UNIT DEVELOPMENT - RESIDENTIAL)

Zoning Exhibit For Zoning Change Request From AG To PUD-R

18.231 Acre Tract - 24 Lots Total

Rezoning Area = 13.299 Acres



8951 Cypress Waters Blvd., Ste. 150 ■ Dallas, Texas 75019 ■ (817) 328-3200

Exhibit "D"- Memorandum of Understanding

March 14, 2016

Bruce and Vicki Tanner
5616 Bransford Road,
Colleyville, TX 76034

Re: proposed Oakleigh community and landscape buffer

Dear Bruce and Vicki,

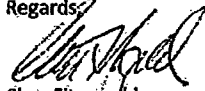
This letter will serve as a Memorandum of Understanding between you and Wilbow that should we secure our approvals for the Oakleigh community, Wilbow will instruct Curtis Young and The Sage Group to design a landscape buffer adjacent to our common property lines, those being your southern lot line and your rear property line to achieve screening from our community. The landscape border along the southern property line will be planted in the common area lot and likely incorporate the existing crape myrtles. It is our understanding that you would like us to install the backyard screening inside your fence and you would own the plantings. We are fine with this arrangement.

We will present you with a meandering layered planting design for your approval and will modify plant selections based upon your feedback. You would be responsible for irrigation and maintenance of the plantings within your yard and our homeowners association would be responsible for the plantings in the common area.

Please know that we have located our meandering entry street from Bransford Road away from our property line in consideration of your privacy. Furthermore, there is a front yard behind you for a deep lot that sides to your rear property line. The actual residence on that lot will for the most part sit behind our 1.2 acre lot to your north so your view will continue to be primarily to treetops of the proposed 1 acre common area park. In addition, the metal sheds will be dismantled and disappear from your view, which should enhance your view.

I trust that we can work together to create a beautiful luxury enclave that will fit with the area and be a good neighbor to those who have already chosen Colleyville as home.

Regards,

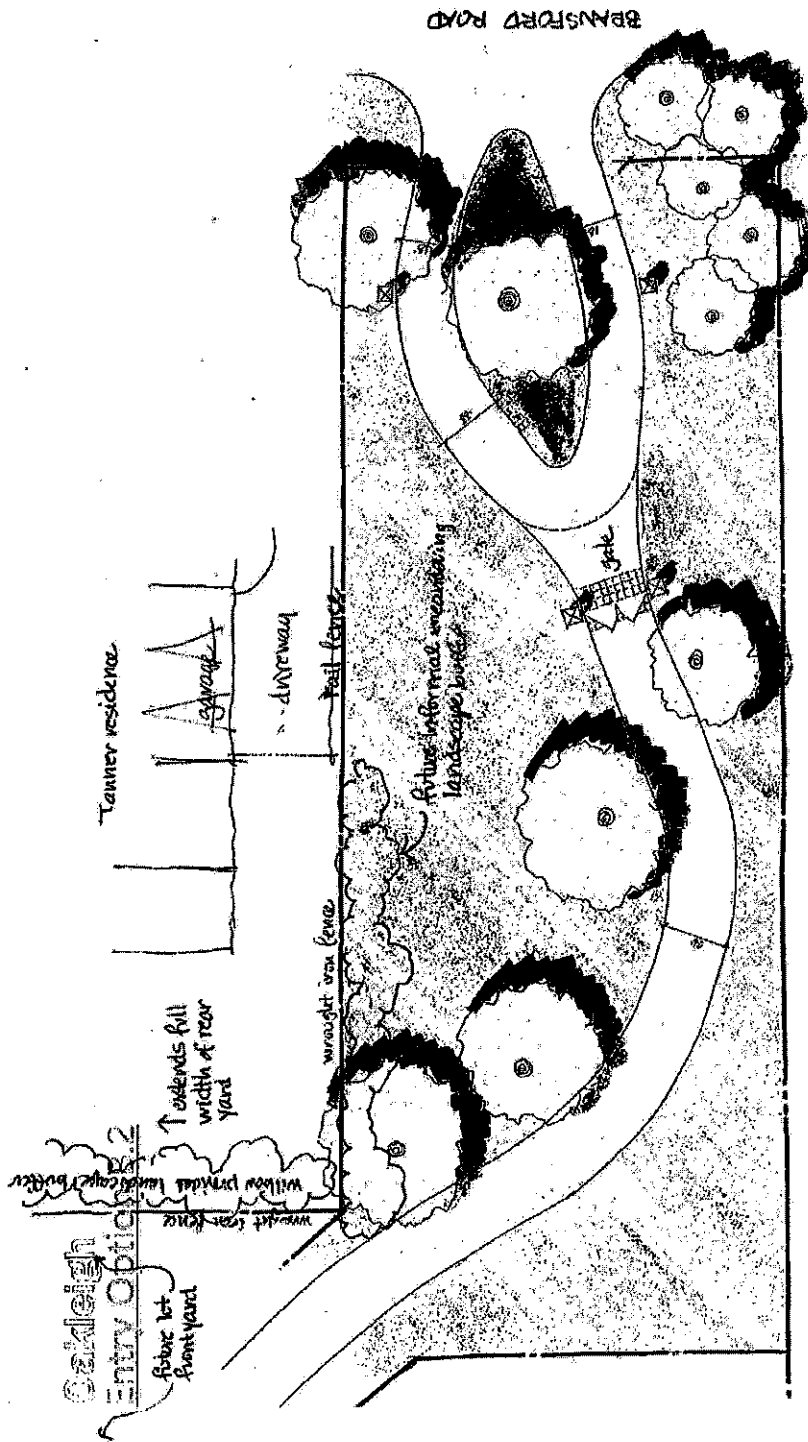


Chas Fitzgerald
Co-President



Wilbow Corporation Inc.
Fitzhugh Central Building
4131 N. Central Expressway
Suite 990, Lockbox 13
Dallas, Texas 75204
Telephone: 972.479.0697
Facsimile: 972.479.0397

Exhibit "D" - Memorandum of Understanding



OAKLEIGH B.2

Alignment subject to city approval.



SAGE GROUP, INC.
 10000 Wilbow Drive
 Suite 100
 Dallas, Texas 75243
 (214) 343-1000
 (214) 343-1001



After Recording Return To:
Robert D. Burton
Winstead PC
401 Congress Ave., Suite 2100
Austin, Texas 78701
email: rburton@winstead.com

**DECLARATION OF COVENANTS, CONDITIONS AND
RESTRICTIONS**

OAKLEIGH
[TARRANT COUNTY, TEXAS]

Declarant: **WILBOW-OAKLEIGH DEVELOPMENT CORPORATION**, a Texas
corporation

This Declaration of Covenants, Conditions and Restrictions may be used only in connection with the residential community known as Oakleigh in Tarrant County, Texas and the operation of the Oakleigh Residential Community, Inc.

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DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS

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DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS OAKLEIGH

This Declaration of Covenants, Conditions and Restrictions (the “**Declaration**”) is made by **WILBOW-OAKLEIGH DEVELOPMENT CORPORATION**, a Texas corporation (the “**Declarant**”), and is as follows:

RECITALS:

A. This Declaration is filed with respect to Lots 1 through 10, Block A; Lots 1 through 7, Block B; and Lots 1 through 6, Block C; Oakleigh Addition, a subdivision in Tarrant County Texas, according to the plat Recorded under Document No. _____, (the “**Property**”). Declarant is the owner of the Property.

B. Declarant desires to create and carry out a uniform plan for the development, improvement, and sale of the Property.

C. By the Recording of this Declaration, Declarant serves notice that the Property is subject to the terms and provisions of this Declaration.

NOW, THEREFORE, it is hereby declared: (i) that the Property (or any portion thereof) will be held sold, conveyed, and occupied subject to the following covenants, conditions and restrictions which will run with such portions of the Property and will be binding upon all parties having right, title, or interest in or to such portions of the Property or any part thereof, their heirs, successors, and assigns and will inure to the benefit of each owner thereof; and (ii) that each contract or deed conveying the Property (or any portion thereof) will conclusively be held to have been executed, delivered, and accepted subject to the following covenants, conditions and restrictions, regardless of whether or not the same are set out in full or by reference in said contract or deed.

This Declaration uses notes (text set apart in boxes) to illustrate concepts and assist the reader. If there is a conflict between any note and the text of the Declaration, the text will control.

ARTICLE 1 DEFINITIONS

Unless the context otherwise specifies or requires, the following words and phrases when used in this Declaration will have the meanings hereinafter specified:

“**Applicable Law**” means all statutes, public laws, ordinances, policies, rules, regulations and orders of all federal, state, county and municipal governments or their agencies having jurisdiction and control over the Property in effect at the time a provision of the Restrictions is applied, and pertaining to the subject matter of the Restriction provision, and all

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other ordinances and any other applicable building codes, zoning restrictions and permits or other applicable regulations. Applicable Law shall specifically include Ordinance 0-16-1978, adopted on April 19, 2016 by the City of Colleyville. Statutes and ordinances specifically referenced in the Restrictions are "Applicable Law" on the date of the Restrictions, and are not intended to apply to the Property if they cease to be applicable by operation of law, or if they are replaced or superseded by one or more other statutes or ordinances.

"Architectural Control Committee" or **"ACC"** means the committee created pursuant to this Declaration to review and approve or deny plans for the construction, placement, modification, alteration or remodeling of any Improvements on a Lot. As provided in *Article 7* below, the Declarant acts as the ACC and the ACC is not a committee of the Association until the Declarant has assigned its right to appoint and remove all ACC members to the Association in a Recorded and written instrument.

"Assessment" or **"Assessments"** means all assessments imposed by the Association under this Declaration.

"Assessment Unit" has the meaning set forth in *Section 6.7.2*.

"Association" means the Oakleigh Residential Community, Inc., a Texas non-profit corporation, which will be created by Declarant to exercise the authority and assume the powers specified in *Article 4* and elsewhere in this Declaration. The failure of the Association to maintain its corporate charter from time to time does not affect the existence or legitimacy of the Association, which derives its authority from this Declaration, the Certificate, the Bylaws, and Applicable Law.

"Board" means the Board of Directors of the Association.

"Bulk Rate Contract" or **"Bulk Rate Contracts"** means one or more contracts which are entered into by the Association for the provision of utility services or other services of any kind or nature to the Lots. The services provided under Bulk Rate Contracts may include, without limitation, cable television services, telecommunications services, internet access services, "broadband" services, security services, trash pickup services, propane service, natural gas service, lawn maintenance services, wastewater services, and any other services of any kind or nature which are considered by the Board to be beneficial to all or a portion of the Property. Each Bulk Rate Contract must be approved in advance and in writing by the Declarant until expiration or termination of the Development Period.

"Bylaws" means the bylaws of the Association, which may be initially adopted and Recorded by Declarant or the Board of the Association and Recorded as part of the initial project documentation for the benefit of the Association. The Bylaws may be amended, from time to time, by the Declarant until expiration or termination of the Development Period. Any amendment to the Bylaws proposed by the Board must be approved in advance and in writing

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by the Declarant until expiration or termination of the Development Period. Upon expiration of the Development Period, the Bylaws may be amended by a Majority of the Board.

"Certificate" means the Certificate of Formation of the Association, filed in the Office of the Secretary of State of Texas, as the same may be amended from time to time.

"City" means the City of Colleyville, Texas.

"Common Area" means any property and facilities that the Association owns or in which it otherwise holds rights or obligations, including any property or facilities held by the Declarant for the benefit of the Association or its Members. Common Area includes any property that the Association holds under a lease, license, or any easement in favor of the Association. Some Common Area will be solely for the common use and enjoyment of the Owners, while other portions of the Common Area may be for the use and enjoyment of the Owners and members of the public.

"Community Manual" means the community manual of the Association, which may be initially adopted and Recorded by the Declarant or the Board of the Association and Recorded as part of the initial project documentation for the benefit of the Association and the Property. The Community Manual may include the Bylaws, Rules and Regulations and other policies governing the Association. The Bylaws, Rules and Regulations and other policies set forth in the Community Manual may be amended, from time to time, by the Declarant until expiration or termination of the Development Period. Any amendment to the Bylaws, Rules and Regulations and other policies governing the Association prosecuted by the Board must be approved in advance and in writing by the Declarant until expiration or termination of the Development Period. Upon expiration or termination of the Development Period, the Community Manual may be amended by a Majority of the Board.

"Community Systems" means any and all cable television, telecommunications, alarm/monitoring, internet, telephone or other lines, conduits, wires, amplifiers, towers, antennae, satellite dishes, equipment, materials and installations and fixtures (including those based on, containing and serving future technological advances not now known), if installed by Declarant pursuant to any grant of easement or authority by Declarant within the Property.

"Declarant" means **WILBOW-OAKLEIGH DEVELOPMENT CORPORATION**, a Texas corporation, its successors or assigns; provided that any assignment(s) of the rights of **WILBOW-OAKLEIGH DEVELOPMENT CORPORATION**, a Texas corporation, as Declarant, must be expressly set forth in writing and Recorded.

Declarant enjoys special rights and privileges to help protect its investment in the Property which are described in this Declaration. Many of these rights do not terminate until either Declarant: (i) has conveyed all Lots which may be created out of the Property; or (ii) voluntarily terminates these rights by a Recorded written instrument.

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"Design Guidelines" means the standards for design, construction, landscaping, and exterior items proposed to be placed on any Lot adopted pursuant to *Section 7.2.3*, as the same may be amended from time to time. The Design Guidelines may consist of multiple written design guidelines applying to specific portions of the Property. At Declarant's option, Declarant may adopt or amend from time to time the Design Guidelines for the Property or any portion thereof. Notwithstanding anything in this Declaration to the contrary, Declarant will have no obligation to establish Design Guidelines for the Property or any portion thereof.

"Development Period" means the period of time beginning on the date when this Declaration has been Recorded, and ending twenty-four (24) months after the date that Declarant no longer owns any portion of the Property, unless earlier terminated by a Recorded written instrument executed by the Declarant. The Development Period is the period in which Declarant reserves the right to facilitate the development, construction, and marketing of the Property, and the right to direct the size, shape and composition of the Property

"Homebuilder" means an Owner (other than the Declarant) who acquires a Lot for the construction of a single family residence for resale to a third party.

"Improvement" means all physical enhancements and alterations to the Property, including but not limited to grading, clearing, removal of trees, alteration of drainage flow, and site work, and every structure and all appurtenances of every type and kind, whether temporary or permanent in nature, including, but not limited to, buildings, outbuildings, storage sheds, patios, tennis courts, sport courts, recreational facilities, swimming pools, putting greens, garages, driveways, parking areas and/or facilities, storage buildings, sidewalks, fences, gates, screening walls, retaining walls, stairs, patios, decks, walkways, landscaping, mailboxes, poles, signs, antennas, exterior air conditioning equipment or fixtures, exterior lighting fixtures, water softener fixtures or equipment, and poles, pumps, wells, tanks, reservoirs, pipes, lines, meters, antennas, towers and other facilities used in connection with water, sewer, gas, electric, telephone, regular or cable television, or other utilities.

"Lot" means any portion of the Property designated by Declarant or as shown as a subdivided Lot on a Plat other than Common Area.

"Majority" means more than half.

"Manager" has the meaning set forth in *Section 4.5.8*.

"Members" means every person or entity that holds membership privileges in the Association.

"Mortgage" or **"Mortgages"** means any mortgage(s) or deed(s) of trust securing indebtedness and covering any Lot.

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"Mortgagee" or **"Mortgagees"** means the holder(s) of any Mortgage(s).

"Owner" means the person(s), entity or entities, including Declarant, holding all or a portion of the fee simple interest in any Lot, but does not include the Mortgagee under a Mortgage prior to its acquisition of fee simple interest in such Lot pursuant to foreclosure of the lien of its Mortgage.

"Plat" means a Recorded subdivision plat of any portion of the Property and any amendments thereto.

"Private Streets" means Lot 7, Block X, Oakleigh Addition, a subdivision in Tarrant County Texas, according to the plat Recorded under Document No. _____, consisting of private roadways known as Oakleigh Lane and Charlton Drive. The Private Streets shall be used for vehicular and pedestrian ingress and egress to and from the Lots and are designated hereby as Common Area.

"Property" means Lots 1 through 10, Block A; Lots 1 through 7, Block B; and Lots 1 through 6, Block C; Oakleigh Addition, a subdivision in Tarrant County Texas, according to the plat Recorded under Document No. _____, subject to such additions thereto and deletions therefrom as may be made pursuant to *Section 11.3* and *Section 11.4* of this Declaration.

"Record, Recording, Recordation and Recorded" means recorded or to be recorded in the Official Public Records of Tarrant County, Texas.

"Resident" means an occupant or tenant of a Lot, regardless of whether the person owns the Lot.

"Restrictions" means the restrictions, covenants, and conditions contained in this Declaration, the Design Guidelines, Bylaws, Community Manual, Rules or policies promulgated by the Board and amended from time to time. *See Table 1* for a summary of the Restrictions.

"Rules and Regulations" means any instrument, however denominated, which is adopted by the Board for the regulation and management of the Property, including any amendments to those instruments.

"Solar Energy Device" means a system or series of mechanisms designed primarily to provide heating or cooling or to produce electrical or mechanical power by collecting and transferring solar-generated energy. The term includes a mechanical or chemical device that has the ability to store solar-generated energy for use in heating or cooling or in the production of power.

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TABLE 1: RESTRICTIONS	
Declaration (Recorded)	Creates obligations that are binding upon the Association and all present and future owners of Property.
Certificate of Formation (Recorded)	Establishes the Association as a Texas nonprofit corporation.
Bylaws (Recorded)	Governs the Association's internal affairs, such as elections, meetings, etc.
Community Manual (Recorded)	Establishes rules and policies governing the Association.
Design Guidelines (if adopted, Recorded)	Governs the design and architectural standards for the construction of Improvements and modifications thereto. The Declarant shall have no obligation to adopt the Design Guidelines.
Rules and Regulations (if adopted, Recorded)	Regulates the use of property, activities, and conduct within the Property.
Board Resolutions (adopted by the Board of the Association)	Establishes rules, policies, and procedures for the Property, Owners and the Association.

ARTICLE 2 USE RESTRICTIONS

All of the Property shall be owned, held, encumbered, leased, used, occupied, and enjoyed subject to the following limitations and restrictions:

2.1 General.

2.1.1 Conditions and Restrictions. All Lots within the Property will be owned, held, encumbered, leased, used, occupied and enjoyed subject to the Restrictions.

NOTICE

The Restrictions are subject to change from time to time. By owning or occupying a Lot, you agree to remain in compliance with the Restrictions, as they may change from time to time.

2.1.2 Ordinances. Ordinances and requirements imposed by local governmental authorities are applicable to all Lots within the Property. Compliance with the Restrictions is not a substitute for compliance with such ordinances and regulations. Please be advised that the Restrictions do not purport to list or describe each ordinance or regulation which may be applicable to a Lot located within the Property. Each Owner is advised to review all ordinances, requirements, regulations and encumbrances affecting the use and improvement of their Lot prior to submitting plans to the ACC for approval. Furthermore, approval by the ACC should not be construed by the Owner that any Improvement complies with the terms and provisions of any ordinances, requirements, regulations or encumbrances which may affect the

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Owner's Lot. Certain encumbrances may benefit parties whose interests are not addressed by the ACC.

2.2 Ordinance 0-16-1978. The Property is subject to Ordinance 0-16-1978 (the "**Ordinance**") adopted on April 19, 2016 by the City. The Ordinance includes certain development requirements, as set forth below. This list is not intended to be an exhaustive list of all of the development requirements of the Ordinance. All Owners are encouraged to review the Ordinance prior to any construction of Improvements on the Property. The Property must be developed, used and otherwise improved in accordance with the following development requirements:

- (i) Each residence must include a garage capable of holding not less than three (3) vehicles. Each garage must be constructed with wood like, architecturally enhanced doors, or contemporary style doors to compliment the architecture of the residence.
- (ii) Residences shall be one hundred percent (100%) brick, stone, or real stucco masonry. No EIFS or artificial stucco material shall be permitted.
- (iii) No aluminum windows shall be permitted. Windows shall be high quality and high energy efficiency, such as vinyl or vinyl clad wood. All windows shall be insulated glass with "low-e" specification.
- (iv) Approved masonry materials shall adhere to the masonry materials allowed in Chapter 6 of the City Land Development Code on Building Design.
- (v) Except for emergency access in accordance with *Section 4.14* hereof, direct access from the Lots to Winnie Drive is prohibited.

All Lots shall be equipped with an irrigation system per the requirements of Chapter 4 - Landscaping and Buffering in the City Land Development Code. Neither the Association, Declarant, nor the ACC have the right or obligation to enforce the terms and provisions of the Ordinance or any other ordinance promulgated, from time to time, by the City.

2.3 Conceptual Plans. All master plans, site plans, brochures, illustrations, information and marketing materials relating to the Property (collectively, the "**Conceptual Plans**") are conceptual in nature and are intended to be used for illustrative purposes only. The land uses and Improvements reflected on the Conceptual Plans are subject to change at any time and from time to time, and it is expressly agreed and understood that land uses within the Property may include uses which are not shown on the Conceptual Plans. Neither Declarant nor any Homebuilder or other developer of any portion of the Property makes any representation or warranty concerning such land uses and Improvements shown on the Conceptual Plans or otherwise planned for the Property and it is expressly agreed and

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understood that no Owner will be entitled to rely upon the Conceptual Plans in making the decision to purchase any land or Improvements within the Property. Each Owner who acquires a Lot within the Property acknowledges that development of the Property will likely extend over many years, and agrees that the Association will not engage in, or use Association funds to support, protest, challenge, or make any other form of objection to development of the Property or changes in the Conceptual Plans as they may be amended or modified from time to time.

2.4 Single-Family Residential Use. The Lots shall be used solely for single-family residential purposes. The Lots may not be used for any other purposes without the prior written consent of the Declarant, which consent may be withheld by the Declarant in its sole and absolute discretion. No professional, business, or commercial activity to which the general public is invited shall be conducted on any portion of a Lot, except an Owner or Resident may conduct business activities within a residence so long as: (i) such activity complies with all the applicable zoning ordinances (if any); (ii) participation in the business activity is limited to the Owner(s) or Resident(s) of a residence; (iii) the existence or operation of the business activity is not apparent or detectable by sight, i.e., no sign may be erected advertising the business within the Property, sound, or smell from outside the residence; (iv) the business activity does not involve door-to-door solicitation of residents within the Property; (v) the business does not, in the Board's judgment, generate a level of vehicular or pedestrian traffic or a number of vehicles parked within the Property which is noticeably greater than that which is typical of residences in which no business activity is being conducted; (vi) the business activity is consistent with the residential character of the Property and does not constitute a nuisance, or a hazardous or offensive use, or threaten the security or safety of other Residents within the Property as may be determined in the sole discretion of the Board; and (vii) the business does not require the installation of any machinery other than that customary to normal household operations. In addition, for the purpose of obtaining any business or commercial license, neither the residence nor Lot will be considered open to the public. The terms "business" and "trade", as used in this provision, shall be construed to have their ordinary, generally accepted meanings and shall include, without limitation, any occupation, work, or activity undertaken on an ongoing basis which involves the provision of goods or services to persons other than the provider's family and for which the provider receives a fee, compensation, or other form of consideration, regardless of whether: (x) such activity is engaged in full or part-time; (y) such activity is intended to or does generate a profit; or (z) a license is required.

Leasing of a residence shall not be considered a business or trade within the meaning of this subsection. This subsection shall not apply to any activity conducted by the Declarant or a Homebuilder.

Notwithstanding any provision in this Declaration to the contrary, until the earlier to occur of expiration or termination of the Development Period, or forty (40) years from the date this Declaration is Recorded:

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- (i) Declarant and/or its designees may construct and maintain upon portions of the Common Area and any Lot owned by the Declarant such facilities and may conduct such activities which, in Declarant's sole opinion, may be reasonably required, convenient, or incidental to the construction or sale of single family residences constructed upon the Lots, including, but not limited to, business offices, signs, model homes, and sales offices. Declarant and/or its designees shall have an easement over and across the Common Area for access and use of such facilities at no charge; and
- (ii) Declarant and/or its designees will have an access easement over and across the Common Area for the purpose of making, constructing and installing Improvements upon the Common Area.

2.5 Rentals. Nothing in this Declaration will prevent the rental of any Lot and the Improvements thereon by the Owner thereof for residential purposes; provided that: (i) all rentals must be for terms of at least six (6) months; and (ii) no portion of a Lot (other than the entire Lot) may be rented. All leases shall be in writing, and the Board will have the authority to approve all leases in advance. Each lease must provide, or be deemed to provide, that the Board shall have the right to terminate the lease upon default by the tenant in observing any provisions of the Restrictions. The Board may deny permission to lease any Lot on any reasonable grounds the Board may find. The Board shall have the right to require the Owner to deposit in escrow with the Association (in addition to any other deposits which may be required by the Owner so long as such additional deposit is not prohibited by law) an amount not to exceed one month's rental fee paid. Said deposit may be used by the Association to repair any damage to the Property resulting from acts or omission by the tenants (as determined in the sole discretion of the Board). Regardless of whether or not expressed in the applicable lease, all Owners shall be jointly and severally liable with the tenants of such Lot to the Association for any amount which is required by the Association to effect such repairs or to pay any claim for any injury or damage to property caused by the negligence of the tenant of such Lot or for the acts or omissions of the tenant(s) of such Lot which constitute a violation of, or non-compliance with, the provisions of the Documents. All leases shall comply with and be subject to the provisions of the Restrictions and the provisions of same shall be deemed expressly incorporated into any lease of a Lot. This Section shall also apply to assignments and renewals of leases. No lease approved by the Board shall be amended or modified without the Board's approval. In making its determination as to whether to approve a lease of a Lot, the Board shall not discriminate on the grounds of race, gender, religion, national origin, familial status or physical or mental handicap; *provided, however*, nothing herein shall be construed to require the Association to furnish an alternate tenant to the Owner in the event the Board disapproves a lease or tenant. Upon entering into an agreement for the lease of a Lot, an Owner, other than Declarant, shall provide written notice to the Board, or its designee, of the lease agreement and furnish the names of the prospective tenant. The Board may require that the Owner deliver to the tenant, a copy of the Restrictions and obtain a written instrument executed by the tenant acknowledging receipt of the Restrictions which receipt will be provided

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to the Board. The Board shall have the right to charge an Owner a reasonable fee (not to exceed \$500.00) as determined by the Board for the processing of leases of Lots.

2.6 Subdividing. No Lot shall be further divided or subdivided, nor may any easements or other interests therein less than the whole be conveyed by the Owner thereof without the prior written approval of the ACC; provided, however, that when Declarant is the Owner thereof, Declarant may further divide and subdivide any Lot and convey any easements or other interests less than the whole, all without the approval of the ACC.

2.7 Hazardous Activities. No activities may be conducted on or within the Property and no Improvements constructed on any portion of the Property which, in the opinion of the Board, are or might be unsafe or hazardous to any person or property. Without limiting the generality of the foregoing, no firearms or fireworks may be discharged upon any portion of the Property unless discharged in conjunction with an event approved in advance by the Board and no open fires may be lighted or permitted except within safe and well-designed fireplaces or in contained barbecue units while attended and in use for cooking purposes. No portion of the Property may be used for the takeoff, storage, or landing of aircraft (including, without limitation, helicopters) except for medical emergencies.

2.8 Insurance Rates. Nothing shall be done or kept on the Property which would increase the rate of casualty or liability insurance or cause the cancellation of any such insurance on the Common Area, or the Improvements located thereon, without the prior written approval of the Board.

2.9 Mining and Drilling. No portion of the Property may be used for the purpose of mining, quarrying, drilling, boring, or exploring for or removing oil, gas, or other hydrocarbons, minerals of any kind, rocks, stones, sand, gravel, aggregate, or earth. This provision will not be construed to prevent the excavation of rocks, stones, sand, gravel, aggregate, or earth or the storage of such material for use as fill provided that such activities are conducted in conjunction with the construction of Improvements and/or the development of the Property by the Declarant. Furthermore, this provision will not be interpreted to prevent the drilling of water wells approved in advance by the ACC which are required to provide water to all or any portion of the Property. All water wells must also be approved in advance by the ACC and any applicable regulatory authority.

2.10 Water Bodies. By acceptance of a deed to a home or a lot, each owner acknowledges that the water levels of all water bodies, if any, may vary. There is no guarantee by the Declarant or the Association that water levels will be constant or aesthetically pleasing at any particular time. In fact, water levels may be non-existent from time to time.

2.11 Noise. No exterior speakers, horns, whistles, bells, or other sound devices (other than security devices used exclusively for security purposes) shall be located, used, or placed on any of the Property. No noise or other nuisance shall be permitted to exist or operate upon any portion of the Property so as to be offensive or detrimental to any other portion of the Property

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or to its Residents. Without limiting the generality of the foregoing, if any noise or nuisance emanates from any Improvement on any Lot, the Association may (but shall not be obligated to) enter any such Improvement and take such reasonable actions necessary to terminate such noise (including silencing any burglar or break-in alarm).

2.12 Animals - Household Pets. No animals, including pigs, hogs, swine, poultry, fowl, wild animals, horses, cattle, sheep, goats, or any other type of animal not considered to be a domestic household pet within the ordinary meaning and interpretation of such words may be kept, maintained, or cared for on or within the Property (as used in this paragraph, the term "domestic household pet" shall not mean or include non-traditional pets such as pot-bellied pigs, miniature horses, goats, exotic snakes or lizards, ferrets, monkeys, chickens or other exotic animals). The Board may conclusively determine, in its sole discretion, whether a particular pet is a domestic household pet within the ordinary meaning and interpretation of such words. No Owner may keep more than four (4) cats and dogs, in the aggregate, of which no more than two (2) may be dogs, unless otherwise approved by the Board. No animal may be allowed to make an unreasonable amount of noise, or to become a nuisance, and no domestic pets will be allowed on the Property other than within the Owner's residence, or the fenced yard space associated therewith, unless confined to a leash. The Association may restrict pets to certain areas on the Property. No animal may be stabled, maintained, kept, cared for, or boarded for hire or remuneration on the Property, and no kennels or breeding operation will be allowed. No animal may be allowed to run at large, and all animals must be kept within enclosed areas which must be clean, sanitary, and reasonably free of refuse, insects, and waste at all times. No pet may be left unattended in yards, porches or other outside area. All pet waste will be removed and appropriately disposed of by the owner of the pet. All pets must be registered, licensed and inoculated as required by Applicable Law. If, in the opinion of the Board, any pet becomes a source of unreasonable annoyance to others, or the owner of the pet fails or refuses to comply with these restrictions, the Owner, upon written notice, may be required to remove the pet from the Property.

2.13 Rubbish and Debris. As determined by the Board, no rubbish or debris of any kind may be placed or permitted to accumulate on or within the Property, and no odors will be permitted to arise therefrom so as to render all or any portion of the Property unsanitary, unsightly, offensive, or detrimental to any other property or Residents. Refuse, garbage, and trash must be kept at all times in covered containers, and such containers must be kept within enclosed structures or appropriately screened from view. Each Owner will contract with an independent disposal service to collect all garbage or other wastes, if such service is not provided by a governmental entity or the Association.

2.14 Trash Containers. Trash containers and recycling bins must be stored in one of the following locations:

- (i) inside the garage of the single-family residence constructed on the Lot; or

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- (ii) behind the single-family residence or fence constructed on the Lot in such a manner that the trash container and recycling bin is not visible from any street, alley, or adjacent Lot.

The Board shall have the right to specify additional locations on each Owner's Lot in which trash containers or recycling bins must be stored.

2.15 Maintenance. The Owners of each Lot shall jointly and severally have the duty and responsibility, at their sole cost and expense, to keep their Lot and all Improvements thereon in good condition and repair and in a well-maintained, safe, clean and attractive condition at all times. The Board, in its sole discretion, shall determine whether a violation of the maintenance obligations set forth in this *Section 2.15* has occurred. Such maintenance includes, but is not limited to the following, which shall be performed in a timely manner, as determined by the Board, in its sole discretion:

- (i) Prompt removal of all litter, trash, refuse, and wastes.
- (ii) Lawn mowing.
- (iii) Tree and shrub pruning.
- (iv) Watering.
- (v) Keeping exterior lighting and mechanical facilities in working order.
- (vi) Keeping lawn and garden areas alive, free of weeds, and attractive.
- (vii) Keeping planting beds free of turf grass.
- (viii) Keeping sidewalks and driveways in good repair.
- (ix) Complying with Applicable Law.
- (x) Repainting of Improvements.
- (xi) Repair of exterior damage, and wear and tear to Improvements.

2.16 Street Landscape Area-Owner's Obligation to Maintain Landscaping. Each Owner will be responsible, at such Owner's sole cost and expense, for maintaining mowing, replacing, pruning, and irrigating the landscaping between the boundary of such Owner's Lot and the curb of any adjacent right-of-way, street or alley (the "**ST Landscape Area**") unless the responsibility for maintaining the ST Landscape Area is performed by the Association.

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2.17 Antennas. Except as expressly provided below, no exterior radio or television antennae or aerial or satellite dish or disc, shall be erected, maintained or placed on a Lot without the prior written approval of the ACC; provided, however, that:

- (i) an antenna designed to receive direct broadcast services, including direct-to-home satellite services, that is one meter or less in diameter; or
- (ii) an antenna designed to receive video programming services via multipoint distribution services, including multi-channel multipoint distribution services, instructional television fixed services, and local multipoint distribution services, that is one meter or less in diameter or diagonal measurement; or
- (iii) an antenna that is designed to receive television or radio broadcast signals;

(collectively, (i) through (iii) are referred to herein as the “**Permitted Antennas**”) will be permitted subject to reasonable requirements as to location and screening as may be set forth in rules adopted by the ACC, consistent with Applicable Law, in order to minimize obtrusiveness as viewed from streets and adjacent property. Declarant and/or the Association will have the right, but not the obligation, to erect an aerial, satellite dish, or other apparatus for a master antenna, cable, or other communication system for the benefit of all or any portion of the Property.

2.18 Location of Permitted Antennas. A Permitted Antenna may be installed solely on the Owner's Lot and shall not encroach upon any street, Common Area, or any other portion of the Property. A Permitted Antenna shall be installed in a location on the Lot from which an acceptable quality signal can be obtained and where least visible from the street and the Property, other than the Lot. In order of preference, the locations of a Permitted Antenna which will be considered least visible by the ACC are as follows:

- (i) Attached to the back of the principal single-family residence constructed on the Lot, with no part of the Permitted Antenna any higher than the lowest point of the roofline and screened from view of adjacent Lots and the street; then
- (ii) Attached to the side of the principal single-family residence constructed on the Lot, with no part of the Permitted Antenna any higher than the lowest point of the roofline and screened from view of adjacent Lots and the street.

The ACC may, from time to time, modify, amend, or supplement the rules regarding installation and placement of Permitted Antennas.

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Satellite dishes one meter or less in diameter, e.g., DirectTV or Dish satellite dishes, are permitted, HOWEVER, you are required to comply with the rules regarding installation and placement. These Rules and Regulations may be modified by the ACC from time to time. Please contact the ACC for the current rules regarding installation and placement.

2.19 Signs. Unless otherwise prohibited by Applicable Law, no sign of any kind may be displayed to the public view on any Lot without the prior written approval of the ACC, except for:

- (i) signs which are expressly permitted pursuant to the Design Guidelines or Rules and Regulations;
- (ii) signs which are part of Declarant's or Homebuilder's overall marketing, sale, or construction plans or activities for the Property;
- (iii) one (1) temporary school "spirit" sign placed on the Lot. The sign must be professionally made and shall be limited to maximum face area of five (5) square feet on each visible side and, if free standing, is mounted on a single or frame post. The overall height of the sign from finished grade at the spot where the sign is located may not exceed four (4) feet. The sign must be removed within five (5) business days following the athletic season for which the sign relates;
- (iv) one (1) temporary "For Sale" sign placed on the Lot. The sign must be professionally made and shall be limited to a maximum face area of five (5) square feet on each visible side and, if free standing, is mounted on a single or frame post. The overall height of the sign from the finished grade of the Lot at the spot where the sign is located may not exceed four (4) feet. The sign must be removed within two (2) business days following the sale or lease of the Lot;
- (v) political signs may be erected provided the sign: (a) is erected no earlier than the 90th day before the date of the election to which the sign relates; (b) is removed no later than the 10th day after the date of the election to which the sign relates; and (c) is ground-mounted. Only one sign may be erected for each candidate or ballot item. In addition, signs which include any of the components or characteristics described in Section 202.009(c) of the Texas Property Code are prohibited;
- (vi) a religious item on the entry door or door frame of a residence (which may not extend beyond the outer edge of the door frame), provided that the size of the item(s), individually or in combination with other religious

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items on the entry door or door frame of the residence, does not exceed twenty-five (25) square inches;

- (vii) permits as may be required by legal proceedings; and
- (viii) permits as may be required by any governmental entity.

An Owner or Resident will be permitted to post a “no soliciting” and “security warning” sign near or on the front door to their residence, provided, that the sign may not exceed twenty-five (25) square inches.

For Lease and For Rent signs are expressly prohibited.

2.20 Flags – Approval Requirements. An Owner is permitted to display the flag of the United States of America, the flag of the State of Texas, or an official or replica flag of any branch of the United States Military (“**Permitted Flag**”) and permitted to install a flagpole no more than five feet (5') in length affixed to the front of a residence near the principal entry or affixed to the rear of a residence (“**Permitted Flagpole**”). Only two (2) permitted Flagpoles are allowed per residence. A Permitted Flag or Permitted Flagpole need not be approved in advance by the ACC. Approval by the ACC is required prior to installing vertical freestanding flagpoles installed in the front or back yard area of any Lot (“**Freestanding Flagpole**”). To obtain ACC approval of any Freestanding Flagpole, the Owner shall provide the ACC with the following information: (a) the location of the Freestanding Flagpole to be installed on the Lot; (b) the type of Freestanding Flagpole to be installed; (c) the dimensions of the Freestanding Flagpole; and (d) the proposed materials of the Freestanding Flagpole (the “**Flagpole Application**”). A Flagpole Application may only be submitted by an Owner. The Flagpole Application shall be submitted in accordance with the provisions of *Article 7* of this Declaration.

2.21 Flags – Installation and Display. Unless otherwise approved in advance and in writing by the ACC, Permitted Flags, Permitted Flagpoles and Freestanding Flagpoles, installed in accordance with the Flagpole Application, must comply with the following:

- (i) No more than one (1) Freestanding Flagpole OR no more than two (2) Permitted Flagpoles are permitted per Lot, on which only Permitted Flags may be displayed;
- (ii) Any Permitted Flagpole must be no longer than five feet (5') in length and any Freestanding Flagpole must be no more than twenty feet (20') in height
- (iii) Any Permitted Flag displayed on any flagpole may not be more than three feet in height by five feet in width (3'x5');

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- (iv) With the exception of flags displayed on Common Area or any Lot which is being used for marketing purposes by the Declarant or a Homebuilder, the flag of the United States of America must be displayed in accordance with 4 U.S.C. Sections 5-10 and the flag of the State of Texas must be displayed in accordance with Chapter 3100 of the Texas Government Code;
- (v) The display of a Permitted Flag, or the location and construction of a Permitted Flagpole or Freestanding Flagpole must comply with all Applicable Law;
- (vi) Each Permitted Flagpole and Freestanding Flagpole must be constructed of permanent, long-lasting materials, with a finish appropriate to the materials used in the construction thereof and harmonious with the residence;
- (vii) Each Permitted Flag, Permitted Flagpole or Freestanding Flagpole must be maintained in good condition and any deteriorated Permitted Flag or deteriorated or structurally unsafe Permitted Flagpole or Freestanding Flagpole must be repaired, replaced or removed;
- (viii) A Permitted Flag may be illuminated by no more than one (1) halogen landscaping light of low beam intensity which shall not be aimed towards or directly affect any neighboring Lot; and
- (ix) Any external halyard of a Permitted Flagpole or Freestanding Flagpole must be secured so as to reduce or eliminate noise from flapping against the metal of the Permitted Flagpole or Freestanding Flagpole.

2.22 Tanks. The ACC must approve any tank used or proposed in connection with a residence, including tanks for storage of fuel, water, oil, or LPG, and including swimming pool filter tanks. No elevated tanks of any kind may be erected, placed or permitted on any Lot without the advance written approval of the ACC. All permitted tanks must be screened from view in accordance with a screening plan approved in advance by the ACC. This provision will not apply to a tank used to operate a standard residential gas grill.

2.23 Temporary Structures. No tent, shack, or other temporary building, Improvement, or structure shall be placed upon the Property without the prior written approval of the ACC; provided, however, that temporary structures necessary for storage of tools and equipment, and for office space for Homebuilders, architects, and foremen during actual construction may be maintained with the prior approval of Declarant, approval to include the nature, size, duration, and location of such structure.

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2.24 Unightly Articles; Vehicles. No article deemed to be unsightly by the Board will be permitted to remain on any Lot so as to be visible from adjoining property or from public or private thoroughfares. Without limiting the generality of the foregoing, trailers, graders, trucks other than pickups, boats, tractors, campers, wagons, buses, motorcycles, motor scooters, all-terrain vehicles and garden and lawn maintenance equipment must be kept at all times except when in actual use, in enclosed structures or screened from view and no repair or maintenance work may be done on any of the foregoing, or on any automobile (other than minor emergency repairs), except in enclosed garages or other structures. Service areas, storage areas, compost piles and facilities for hanging, drying or airing clothing or household fabrics must be appropriately screened from view, and no lumber, grass, plant waste, shrub or tree clippings, metals, bulk materials, scrap, refuse or trash must be kept, stored, or allowed to accumulate on any portion of the Property except within enclosed structures or appropriately screened from view. No: (i) racing vehicles; or (ii) other vehicles (including, without limitation, motorcycles or motor scooters) which are inoperable or do not have a current license tag will be permitted to remain visible on any Lot or to be parked on any roadway within the Property. Motorcycles shall be operated in a quiet manner.

Parking of commercial vehicles or equipment, recreational vehicles, boats and other watercraft, trailers, stored vehicles or inoperable vehicles in places other than: (a) in enclosed garages; and (b) behind a fence so as to not be visible from any other portion of the Property is prohibited; provided, construction, service and delivery vehicles may be exempt from this provision for such period of time as is reasonably necessary to provide service or to make a delivery to a residence, but in no event exceeding twenty-four (24) hours.

Mobile homes are prohibited. Notwithstanding the foregoing, sales trailers or other temporary structures expressly approved by the ACC shall be permitted.

2.25 On Street Parking. Unless otherwise approved by the Declarant or the Board, no vehicle may be parked on any road or street within the Property unless in the event of an emergency. "Emergency" for purposes of the foregoing sentence shall mean an event which jeopardizes life or property. "Parked" as used herein shall be defined as a vehicle left unattended by a licensed operator for more than thirty (30) consecutive minutes.

2.26 Basketball Goals; Permanent and Portable. Permanent basketball goals are permitted between the street right-of-way and the front of the residence on a Lot provided the basketball goal is located approximately twenty-five feet (25') from the street curb. The basketball goal backboard must be perpendicular to the street and mounted on a black metal pole permanently installed in the ground. Portable basketball goals are permitted but must be stored in the rear of the Lot or inside garage from sundown to sunrise. Basketball goals must be properly maintained and painted, with the net in good repair. All basketball goals, whether permanent or portable, must be approved by the ACC prior to being placed on any Lot.

2.27 Compliance with Restrictions. Each Owner, his or her family, Residents of a Lot, tenants, and the guests, invitees, and licensees of the preceding shall comply strictly with

the provisions of the Restrictions as the same may be amended from time to time. Failure to comply with any of the Restrictions shall constitute a violation of the Restrictions and may result in a fine against the Owner in accordance with *Section 6.12* of this Declaration, and shall give rise to a cause of action to recover sums due for damages or injunctive relief, or both, maintainable by the Declarant, the Board on behalf of the Association, the ACC, or by an aggrieved Owner. Without limiting any rights or powers of the Association, the Board may (but shall not be obligated to) remedy or attempt to remedy any violation of any of the provisions of Restrictions, and the Owner whose violation has been so remedied shall be personally liable to the Association for all costs and expenses of effecting (or attempting to effect) such remedy. If such Owner fails to pay such costs and expenses upon demand by the Association, such costs and expenses (plus interest from the date of demand until paid at the maximum lawful rate, or if there is no such maximum lawful rate, at the rate of one and one-half percent (1-1/2%) per month) shall be assessed against and chargeable to the Owner's Lot(s). Any such amounts assessed and chargeable against a Lot shall be secured by the liens reserved in this Declaration for Assessments and may be collected by any means provided in this Declaration for the collection of Assessments, including, but not limited to, foreclosure of such liens against the Owner's Lot(s). **Each such Owner shall indemnify and hold harmless the Association and its officers, directors, employees and agents from any cost, loss, damage, expense, liability, claim or cause of action incurred or that may arise by reason of the Association's acts or activities under this Section 2.27 (including any cost, loss, damage, expense, liability, claim or cause of action arising out of the Association's negligence in connection therewith), except for such cost, loss, damage, expense, liability, claim or cause of action arising by reason of the Association's gross negligence or willful misconduct. "Gross negligence" as used herein does not include simple negligence, contributory negligence or similar negligence short of actual gross negligence.**

2.28 Liability of Owners for Damage to Common Area. No Owner shall in any way alter, modify, add to or otherwise perform any work upon the Common Area without the prior written approval of the Board. Each Owner shall be liable to the Association for any and all damages to: (i) the Common Area and any Improvements constructed thereon; or (ii) any Improvements constructed on any Lot, the maintenance of which has been assumed by the Association, which damages were caused by the neglect, misuse or negligence of such Owner or Owner's family, or by Resident of such Owner's Lot, or any guest or invitee of such Owner or Resident. The full cost of all repairs of such damage shall be an Individual Assessment against such Owner's Lot, secured by a lien against such Owner's Lot and collectable in the same manner as provided in *Section 6.10* of this Declaration.

2.29 No Warranty of Enforceability. Declarant makes no warranty or representation as to the present or future validity or enforceability of the Restrictions. Any Owner acquiring a Lot in reliance on one or more of the Restrictions shall assume all risks of the validity and enforceability thereof and, by acquiring the Lot, agrees to hold Declarant harmless therefrom.

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2.30 Party Wall Fences. A fence or wall located on or near the dividing line between two (2) Lots and intended to benefit both Lots constitutes a "Party Wall" and, to the extent not inconsistent with the provisions of this *Section 2.30*, is subject to the general rules of law regarding party walls and liability for property damage due to negligence, willful acts, or omissions.

2.30.1 Encroachments & Easement. If the Party Wall is on one Lot due to an error in construction, the Party Wall is nevertheless deemed to be on the dividing line for purposes of this *Section 2.30*. Each Lot sharing a Party Wall is subject to an easement for the existence and continuance of any encroachment by the Party Wall as a result of construction, repair, shifting, settlement, or movement in any portion of the Party Wall, so that the encroachment may remain undisturbed as long as the Party Wall stands. Each Lot is subject to a reciprocal easement for the maintenance, repair, replacement, or reconstruction of the Party Wall.

2.30.2 Right to Repair. If the Party Wall is damaged or destroyed from any cause, the Owner of either Lot may repair or rebuild the Party Wall to its previous condition, and the Owners of both Lots, their successors and assigns, have the right to the full use of the repaired or rebuilt Party Wall.

2.30.3 Maintenance Costs. The Owners of the adjoining Lots share equally the costs of repair, reconstruction, or replacement of the Party Wall, subject to the right of one Owner to call for larger contribution from the other under any rule of law regarding liability for negligence or willful acts or omissions. If an Owner is responsible for damage to or destruction of the Party Wall, that Owner will bear the entire cost of repair, reconstruction, or replacement. If an Owner fails or refuses to pay his share of costs of repair or replacement of the Party Wall, the Owner advancing monies has a right to file a claim of lien for the monies advanced in the Official Public Records of Tarrant County, Texas, and has the right to foreclose the lien as if it were a mechanic's lien. The right of an Owner to require contribution from another Owner under this *Section 2.30* is appurtenant to the Lot and passes to the Owner's successors in title.

2.30.4 Alterations. The Owner of a Lot sharing a Party Wall may not cut openings in the Party Wall or alter or change the Party Wall in any manner that affects the use, condition, or appearance of the Party Wall to the adjoining Lot. The Party Wall will always remain in the same location as when erected unless otherwise approved by the Owner of each Lot sharing the Party Wall and the ACC.

2.31 No Tennis or Recreational Courts; Playscapes. No tennis, recreational or sport courts shall be constructed on any Lot unless expressly approved by the ACC. The ACC may prohibit the installation of a tennis, recreational or sport court on any Lot. Playscapes or any similar recreational facilities may not be constructed on any Lot without the advance written approval of the ACC. The ACC may prohibit the installation of playscapes or similar recreational facilities on any Lot.

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2.32 Decorations and Lighting. Unless otherwise permitted by *Section 2.19(vi)*, no decorative appurtenances such as sculptures, birdbaths and birdhouses, fountains, or other decorative embellishments shall be placed on the residence or on the front yard or on any other portion of a Lot which is visible from any street, unless such specific items have been approved in writing by the ACC. Customary seasonal decorations for holidays are permitted without approval by the ACC but shall be removed within thirty (30) days of the applicable holiday. Outside lighting fixtures shall be placed so as to illuminate only the yard of the applicable Lot and so as not to affect or reflect into surrounding residences or yards. No mercury vapor, sodium or halogen light shall be installed on any Lot which is visible from any street unless otherwise approved by the ACC.

2.33 Clotheslines; Window Air Conditioners. No clotheslines and no outdoor clothes drying or hanging shall be permitted within the Property, nor shall anything be hung, painted or displayed on the outside of the windows (or inside, if visible from the outside) or placed on the outside walls or outside surfaces of doors of any of the residence, and no awnings, canopies or shutters (except for those heretofore or hereinafter installed by Declarant or a Homebuilder) shall be affixed or placed upon the exterior walls or roofs of residences, or any part thereof, nor relocated or extended, without the prior written consent of the ACC. Window air conditioners are prohibited.

2.34 Dumping. No portion of the Property shall be used or maintained as a dumping ground for rubbish, trash, new or used lumber or wood, metal scrap, garbage or other waste, except that such material may be kept in areas of the Property designated for this purpose by Declarant (in connection with its construction) or by the Board, provided that these materials are kept in sanitary containers in a clean and sanitary condition. Owners shall place these containers for collection only in the designated areas and only on the day these refuse materials are to be collected. Empty containers shall be removed promptly after collection.

2.35 Restriction on Use of Common Area. The Board may prohibit or restrict the use of the Common Area from time to time, on a non-discriminatory basis, if and to the extent required for safety or other valid reasons.

2.36 Water Quality Facilities, Drainage Facilities and Drainage Ponds. The Property may include, now or in the future, one or more water quality facilities, sedimentation, drainage and detention facilities, or ponds which serve all or a portion of the Property and are inspected, maintained and administered by the Association in accordance with Applicable Law. Access to these facilities and ponds is limited to persons engaged by the Association to periodically maintain such facilities. Each Owner is advised that the water quality facilities, sedimentation, drainage and detention facilities and ponds are an active utility feature integral to the proper operation of the Property and may periodically hold standing water. Each Owner is advised that entry into the water quality facilities, sedimentation, drainage and detention facilities or ponds may result in injury and is a violation of the Rules and Regulations.

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2.37 Homebuilder Exemption. The provisions of this Article are intended to restrict certain uses that may be harmful or affect the ambience or aesthetic appeal of the Property; the restrictions are not intended to prohibit the Declarant or Homebuilders from performing such work as may be necessary in the completion of the Property, or any portion thereof. The restrictions in this Article shall not be binding on Declarant or Homebuilders in the performance of any work required in order to complete construction of the Property, or any portion thereof.

ARTICLE 3 CONSTRUCTION RESTRICTIONS

3.1 Approval for Construction. Unless prosecuted by the Declarant, no Improvements shall be constructed upon any Lot without the prior written approval of the ACC in accordance with Article 7 of this Declaration.

3.2 Masonry Requirements. The masonry requirements for each residence constructed on a Lot are set forth in the Design Guidelines.

3.3 Minimum Square Footage. The minimum square footage requirements for each residence constructed on a Lot are set forth in the Design Guidelines.

3.4 Garages. Each residence constructed upon a Lot shall have a private garage for not less than three (3) automobiles. The location, orientation and opening of each garage to be located on a Lot shall be approved in advance of construction by the ACC. All garages shall be maintained for the parking of automobiles, may not be used for storage or other purposes which preclude its use for the parking of automobiles, and no garage may be permanently enclosed or otherwise used for habitation.

3.5 Fences; Sidewalks. All fences and walls shall comply with all Applicable Law. Unless otherwise approved by the ACC, no fence, wall or hedge will be erected or maintained on any Lot nearer to the street than the front elevation of the residence constructed on the Lot, except for fences erected in conjunction with the model homes or sales offices. The ACC will have the sole discretion to determine the front elevation of the residence for the purpose of this Section 3.5. Fences constructed on corner lots may be installed one (1) foot from the sidewalk and/or curb along the side yard adjacent to the street provided that such fencing complies with Applicable Law. The fencing requirements for each residence constructed on a Lot are set forth in the Design Guidelines. If required by the Plat, the Owner of each Lot shall construct, at such Owner's sole cost and expense and prior to occupying any Improvement, a sidewalk on such Owner's Lot, located and designed in conformance with the Plat.

3.6 Building Restrictions. All building materials must be approved in advance by the ACC, and only new building materials shall be used for constructing any Improvements. All projections from a residence or other structure, including but not limited to chimney flues, vents, gutters, downspouts, utility boxes, porches, railings and exterior stairways must, unless

otherwise approved by the ACC, match the color of the surface from which they project. No highly reflective finishes (other than glass, which may not be mirrored) shall be used on exterior surfaces (other than surfaces of hardware fixtures), including, without limitation, the exterior surfaces of any Improvements.

3.7 Alteration or Removal of Improvements. Any construction, other than normal maintenance, which in any way alters the exterior appearance of any Improvement, or the removal of any Improvement shall be performed only with the prior written approval of the ACC.

3.8 Drainage. There shall be no interference with the established drainage patterns over any of the Property, including the Lots, except by Declarant, unless adequate provision is made for proper drainage and such provision is approved in advance by the ACC. Specifically, and not by way of limitation, no Improvement, including landscaping, may be installed which impedes the proper drainage of water between Lots.

3.9 Construction Activities. The Restrictions will not be construed or applied so as to unreasonably interfere with or prevent normal construction activities during the construction of Improvements by an Owner (including Declarant or a Homebuilder) upon or within the Property. Specifically, no such construction activities will be deemed to constitute a nuisance or a violation of the Restrictions by reason of noise, dust, presence of vehicles or construction machinery, posting of signs or similar activities, provided that such construction is pursued to completion with reasonable diligence and conforms to usual construction practices in the area. In the event that construction upon any Lot does not conform to usual practices in the area as determined by the ACC in its sole and reasonable judgment, the ACC will have the authority to seek an injunction to stop such construction. In addition, if during the course of construction upon any Lot there is excessive accumulation of debris of any kind which would render the Lot or any portion thereof unsanitary, unsightly, offensive, or detrimental to it or any other portion of the Property, then the ACC may contract for or cause such debris to be removed, and the Owner of the Lot will be liable for all reasonable expenses incurred in connection therewith.

3.10 Roofing. The roofing requirements for each residence constructed on a Lot are set forth in the Design Guidelines.

3.11 Swimming Pools. Any swimming pool constructed on a Lot must be enclosed with a fence or other enclosure device completely surrounding the swimming pool which, at a minimum, satisfies all Applicable Law. Nothing in this *Section 3.11* is intended or shall be construed to limit or affect an Owner's obligation to comply with any Applicable Law concerning swimming pool enclosure requirements. Above-ground or temporary swimming pools are prohibited.

3.12 Solar Energy Device. Solar Energy Devices may be installed with the advance written approval of the ACC in accordance with the procedures and requirements set forth below:

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3.12.1 Application. To obtain ACC approval of a Solar Energy Device, the Owner shall provide the ACC with the following information: (i) the proposed installation location of the Solar Energy Device; and (ii) a description of the Solar Energy Device, including the dimensions, manufacturer, and photograph or other accurate depiction (the “**Solar Application**”). A Solar Application may only be submitted by an Owner unless the Owner’s tenant provides written confirmation at the time of submission that the Owner consents to the Solar Application. The Solar Application shall be submitted in accordance with the provisions of *Article 7* of this Declaration.

3.12.2 Approval Process. The ACC will review the Solar Application in accordance with the terms and provisions of *Article 7* of this Declaration. The ACC will approve a Solar Energy Device if the Solar Application complies with *Section 3.12.3* below **UNLESS** the ACC makes a written determination that placement of the Solar Energy Device, despite compliance with *Section 3.12.3*, will create a condition that substantially interferes with the use and enjoyment of property within the Property by causing unreasonable discomfort or annoyance to persons of ordinary sensibilities. The ACC’s right to make a written determination in accordance with the foregoing sentence is negated if all Owners of Lots immediately adjacent to the Owner/applicant provide written approval of the proposed placement. Any proposal to install a Solar Energy Device on property owned or maintained by the Association or property owned in common by Members of the Association must be approved in advance and in writing by the Board, and the Board need not adhere to this *Section 3.12* when considering any such request.

3.12.3 Approval Conditions. Unless otherwise approved in advance and in writing by the ACC, each Solar Application and each Solar Energy Device to be installed in accordance therewith must comply with the following:

- (i) The Solar Energy Device must be located on the roof of the residence located on the Owner’s Lot, entirely within a fenced area of the Owner’s Lot, or entirely within a fenced patio located on the Owner’s Lot. If the Solar Energy Device will be located on the roof of the residence, the ACC may designate the location for placement unless the location proposed by the Owner increases the estimated annual energy production of the Solar Energy Device, as determined by using a publicly available modeling tool provided by the National Renewable Energy Laboratory, by more than ten (10) percent above the energy production of the Solar Energy Device if installed in the location designated by the ACC. If the Owner desires to contest the alternate location proposed by the ACC, the Owner should submit information to the ACC which demonstrates that the Owner’s proposed location meets the foregoing criteria. If the Solar Energy Device will be located in the fenced area of the Owner’s Lot or patio, no portion of the Solar Energy Device may extend above the fence line.

- (ii) If the Solar Energy Device is mounted on the roof of the principal residence located on the Owner's Lot, then: (a) the Solar Energy Device may not extend higher than or beyond the roofline; (b) the Solar Energy Device must conform to the slope of the roof and the top edge of the Solar Device must be parallel to the roofline; (c) the frame, support brackets, or visible piping or wiring associated with the Solar Energy Device must be silver, bronze or black.

3.13 Rainwater Harvesting Systems. Rain barrels or rainwater harvesting systems (a "Rainwater Harvesting System") may be installed with the advance written approval of the ACC.

3.13.1 Application. To obtain ACC approval of a Rainwater Harvesting System, the Owner shall provide the ACC with the following information: (a) the proposed installation location of the Rainwater Harvesting System; and (b) a description of the Rainwater Harvesting System, including the color, dimensions, manufacturer, and photograph or other accurate depiction (the "**Rain System Application**"). A Rain System Application may only be submitted by an Owner unless the Owner's tenant provides written confirmation at the time of submission that the Owner consents to the Rain System Application.

3.13.2 Approval Process. The decision of the ACC will be made in accordance with *Article 7* of this Declaration. Any proposal to install a Rainwater Harvesting System on property owned by the Association or property owned in common by Members of the Association must be approved in advance and in writing by the Board, and the Board need not adhere to this *Section 3.13* when considering any such request.

3.13.3 Approval Conditions. Unless otherwise approved in advance and in writing by the ACC, each Rain System Application and each Rainwater Harvesting System to be installed in accordance therewith must comply with the following:

- (i) The Rainwater Harvesting System must be consistent with the color scheme of the residence constructed on the Owner's Lot, as reasonably determined by the ACC.
- (ii) The Rainwater Harvesting System does not include any language or other content that is not typically displayed on such a device.
- (iii) The Rainwater Harvesting System is in no event located between the front of the residence constructed on the Owner's Lot and any adjoining or adjacent street.
- (iv) There is sufficient area on the Owner's Lot to install the Rainwater Harvesting System, as reasonably determined by the ACC.

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See *Section 3.13.4* for additional guidance.

3.13.4 Guidelines. If the Rainwater Harvesting System will be installed on or within the side yard of a Lot, or would otherwise be visible from a street, the Common Area, or another Owner's Lot, the ACC may regulate the size, type, shielding of, and materials used in the construction of the Rainwater Harvesting System. Accordingly, when submitting a Rain System Application, the application should describe methods proposed by the Owner to shield the Rainwater Harvesting System from the view of any street, Common Area, or another Owner's Lot. When reviewing a Rain System Application for a Rainwater Harvesting System that will be installed on or within the side yard of a Lot, or would otherwise be visible from a street, the Common Area, or another Owner's Lot, any additional requirements imposed by the ACC to regulate the size, type, shielding of, and materials used in the construction of the Rainwater Harvesting System, may not prohibit the economic installation of the Rainwater Harvesting System, as reasonably determined by the ACC.

3.14 Xeriscaping. As part of the installation and maintenance of landscaping on an Owner's Lot, an Owner may submit plans for and install drought tolerant landscaping ("**Xeriscaping**") upon written approval by the ACC. All Owners implementing Xeriscaping shall comply with the following:

3.14.1 Application. Approval by the ACC is required prior to installing Xeriscaping. To obtain the approval of the ACC for Xeriscaping, the Owner shall provide the ACC with the following information: (i) the proposed site location of the Xeriscaping on the Owner's Lot; (ii) a description of the Xeriscaping, including the types of plants, border materials, hardscape materials and photograph or other accurate depiction and (iii) the percentage of yard to be covered with gravel, rocks and cacti (the "**Xeriscaping Application**"). A Xeriscaping Application may only be submitted by an Owner unless the Owner's tenant provides written confirmation at the time of submission that the Owner consents to the Xeriscaping Application. The ACC is not responsible for: (i) errors or omissions in the Xeriscaping Application submitted to the ACC for approval; (ii) supervising installation or construction to confirm compliance with an approved Xeriscaping Application or (iii) the compliance of an approved application with Applicable Law.

3.14.2 Approval Conditions. Unless otherwise approved in advance and in writing by the ACC, each Xeriscaping Application and all Xeriscaping to be installed in accordance therewith must comply with the following:

- (i) The Xeriscaping must be aesthetically compatible with other landscaping in the community as reasonably determined by the ACC. For purposes of this *Section 3.14*, "aesthetically compatible" shall mean overall and long-term aesthetic compatibility within the community. For example, an Owner's Lot plan may be denied if the ACC determines that: a) the proposed Xeriscaping would not be harmonious with already established turf and landscaping in the overall community; and/or b) the use of

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specific turf or plant materials would result in damage to or cause deterioration of the turf or landscaping of an adjacent property owner, resulting in a reduction of aesthetic appeal of the adjacent property Owner's Lot.

- (ii) No Owners shall install gravel, rocks or cacti that in the aggregate encompass over ten percent (10%) of such Owner's front yard or ten percent (10%) of such Owner's back yard.
- (iii) The Xeriscaping must not attract diseases and insects that are harmful to the existing landscaping on neighboring Lots, as reasonably determined by the ACC.

3.14.3 Process. The decision of the ACC will be made within a reasonable time, or within the time period otherwise required by the principal deed restrictions which govern the review and approval of improvements. A Xeriscaping Application submitted to install Xeriscaping on property owned by the Association or property owned in common by members of the Association will not be approved. Any proposal to install Xeriscaping on property owned by the Association or property owned in common by members of the Association must be approved in advance and in writing by the Board, and the Board need not adhere to the requirements set forth in this *Section 3.14* when considering any such request.

3.14.4 Approval. Each Owner is advised that if the Xeriscaping Application is approved by the ACC, installation of the Xeriscaping must: (i) strictly comply with the Xeriscaping Application; (ii) commence within thirty (30) days of approval; and (iii) be diligently prosecuted to completion. If the Owner fails to cause the Xeriscaping to be installed in accordance with the approved Xeriscaping Application, the ACC may require the Owner to: (i) modify the Xeriscaping Application to accurately reflect the Xeriscaping installed on the Property; or (ii) remove the Xeriscaping and reinstall the Xeriscaping in accordance with the approved Xeriscaping Application. Failure to install Xeriscaping in accordance with the approved Xeriscaping Application or an Owner's failure to comply with the post-approval requirements constitutes a violation of this Declaration and may subject the Owner to fines and penalties. Any requirement imposed by the ACC to resubmit a Xeriscaping Application or remove and relocate Xeriscaping in accordance with the approved Xeriscaping Application shall be at the Owner's sole cost and expense

ARTICLE 4

OAKLEIGH RESIDENTIAL COMMUNITY, INC.

4.1 Organization. The Association will be a nonprofit corporation created for the purposes, charged with the duties, and vested with the powers of a Texas non-profit corporation. Neither the Certificate nor Bylaws will for any reason be amended or otherwise changed or interpreted so as to be inconsistent with this Declaration.

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4.2 Membership.

4.2.1 Mandatory Membership. Any person or entity, upon becoming an Owner, will automatically become a Member of the Association. Membership will be appurtenant to and will run with the ownership of the Lot that qualifies the Owner thereof for membership, and membership may not be severed from the ownership of the Lot, or in any way transferred, pledged, mortgaged or alienated, except together with the title to such Lot.

**If you acquire a Lot you automatically become a member of the Association.
Membership is Mandatory!**

4.2.2 Easement of Enjoyment – Common Area. Every Member will have a right and easement of enjoyment in and to all of the Common Area and an access easement by and through any Common Area, which easements will be appurtenant to and will pass with the title to such Member's Lot, subject to the following restrictions and reservations:

- (i) The right of the Declarant, or the Declarant's designee, to cause such Improvements and features to be constructed upon the Common Area, as determined from time to time by the Declarant, in the Declarant's sole and absolute discretion;
- (ii) The right of the Association to suspend the Member's right to use the Common Area for any period during which any Assessment against such Member's Lot remains past due and for any period during which such member is in violation of any provision of this Declaration;
- (iii) The right of the Declarant, during the Development Period, and the Board thereafter, to dedicate or transfer all or any part of the Common Area to any public agency, authority or utility for any purpose;
- (iv) With the advance written approval of the Declarant during the Development Period, the right of the Board to grant easements or licenses over and across the Common Area;
- (v) With the advance written approval of the Declarant during the Development Period, the right of the Board to borrow money for the purpose of improving the Common Area and, in furtherance thereof, mortgage the Common Area;
- (vi) The right of the Declarant, during the Development Period, and the Board, with the advance written approval of the Declarant during the Development Period, to promulgate Rules and Regulations regarding the use of the Common Area and any Improvements thereon; and

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- (vii) The right of the Association to contract for services with any third parties on such terms as the Board may determine, except that during the Development Period, all such contracts must be approved in advance and in writing by the Declarant.

4.3 Governance. As more specifically described in the Bylaws, the Board will consist of at least three (3) persons elected at the annual meeting of the Association, or at a special meeting called for such purpose. **Notwithstanding the foregoing provision or any provision in this Declaration to the contrary, Declarant will have the sole right to appoint and remove all members of the Board until the 10th anniversary of the date this Declaration is Recorded. Not later than the 10th anniversary of the date this Declaration is Recorded, or sooner as determined by Declarant, the Board shall hold a meeting of Members of the Association for the purpose of electing one-third of the Board (the "Initial Member Election Meeting"), which Board member(s) must be elected by Owners other than the Declarant. Declarant shall continue to have the sole right to appoint and remove two-thirds of the Board from and after the Initial Member Election Meeting until expiration or termination of the Development Period.**

4.4 Voting Rights. The right to cast votes and the number of votes which may be cast for election of members to the Board (except as provided by *Section 4.3*) and on all other matters to be voted on by the Members will be calculated as set forth below.

4.4.1 Owner Votes. The Owner of each Lot will have one (1) vote for each Lot so owned.

4.4.2 Declarant Votes. In addition to the votes to which Declarant is entitled by reason of *Section 4.4.9*, for every one (1) vote outstanding in favor of any other person or entity, Declarant will have four (4) additional votes until the expiration or termination of the Development Period.

4.4.3 Co-Owner Votes. When more than one person or entity owns a portion of the fee simple interest in any Lot, all such persons or entities will be Members. The vote or votes (or fraction thereof) for such Lot will be exercised by the person so designated in writing to the Secretary of the Association by the Owner of such Lot, and in no event will the vote for such Lot exceed the total votes to which such Lot is otherwise entitled under this *Section 4.4*.

4.5 Powers. The Association will have the powers of a Texas nonprofit corporation. It will further have the power to do and perform any and all acts that may be necessary or proper, for or incidental to, the exercise of any of the express powers granted to it by Applicable Law or this Declaration. Without in any way limiting the generality of the two preceding sentences, the Board, acting on behalf of the Association, will have the following powers at all times:

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4.5.1 Rules and Regulations, Bylaws and Community Manual. To make, establish and promulgate, and in its discretion to amend from time to time, or repeal and re-enact, such rules, regulations, policies, Bylaws and Community Manual, as applicable, which are not in conflict with this Declaration, as it deems proper, covering any and all aspects of the Property, the Common Area (including the operation, maintenance and preservation thereof) or the Association. Any Rules and Regulations, policies, the Bylaws and the Community Manual and any modifications thereto proposed by the Board must be approved in advance and in writing by the Declarant until expiration or termination of the Development Period.

4.5.2 Insurance. To obtain and maintain in effect, policies of insurance that, in the opinion of the Board, are reasonably necessary or appropriate to carry out the Association's functions.

4.5.3 Records. To keep books and records of the Association's affairs, and to make such books and records, together with current copies of the Restrictions available for inspection by the Owners, Mortgagees, and insurers or guarantors of any Mortgage upon request during normal business hours.

4.5.4 Assessments. To levy and collect assessments, as provided in *Article 6* below.

4.5.5 Right of Entry and Enforcement. To enter at any time without notice in an emergency (or in the case of a non-emergency, after twenty-four (24) hours written notice), without being liable to any Owner or Resident, upon any Lot and into any Improvement thereon for the purpose of enforcing the Restrictions or for the purpose of maintaining or repairing any area, Improvement or other facility to conform to the Restrictions. The expense incurred by the Association in connection with the entry upon any Lot and the maintenance and repair work conducted thereon or therein will be a personal obligation of the Owner of the Lot so entered, will be deemed an Individual Assessment against such Lot, will be secured by a lien upon such Lot, and will be enforced in the same manner and to the same extent as provided in *Article 6* hereof for Assessments. The Association will have the power and authority from time to time, in its own name and on its own behalf, or in the name of and on behalf of any Owner who consents thereto, to commence and maintain actions and suits to enforce, by mandatory injunction or otherwise, or to restrain and enjoin, any breach or threatened breach of the Restrictions. The Association is also authorized to settle claims, enforce liens and take all such action as it may deem necessary or expedient to enforce the Restrictions; provided, however, that the Board will never be authorized to expend any Association funds for the purpose of bringing suit against Declarant, or its successors or assigns. The Association may not alter or demolish any Improvements on any Lot other than Common Area in enforcing these Restrictions before a judicial order authorizing such action has been obtained by the Association, or before the written consent of the Owner(s) of the affected Lot(s) has been obtained. **EACH SUCH OWNER AND RESIDENT WILL INDEMNIFY AND HOLD HARMLESS THE ASSOCIATION, ITS OFFICERS, DIRECTORS, EMPLOYEES AND**

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AGENTS FROM ANY COST, LOSS, DAMAGE, EXPENSE, LIABILITY, CLAIM OR CAUSE OF ACTION INCURRED OR THAT MAY ARISE BY REASON OF THE ASSOCIATION'S ACTS OR ACTIVITIES UNDER THIS SECTION 4.5.5 (INCLUDING ANY COST, EXPENSE, LIABILITY, CLAIM OR CAUSE OF ACTION ARISING OUT OF THE ASSOCIATION'S NEGLIGENCE IN CONNECTION THEREWITH), EXCEPT FOR SUCH COST, LOSS, DAMAGE, EXPENSE, LIABILITY, CLAIM OR CAUSE OF ACTION ARISING BY REASON OF THE ASSOCIATION'S GROSS NEGLIGENCE OR WILLFUL MISCONDUCT. "GROSS NEGLIGENCE" DOES NOT INCLUDE SIMPLE NEGLIGENCE, CONTRIBUTORY NEGLIGENCE OR SIMILAR NEGLIGENCE SHORT OF ACTUAL GROSS NEGLIGENCE.

4.5.6 Legal and Accounting Services. To retain and pay for legal and accounting services necessary or proper in the operation of the Association.

4.5.7 Conveyances. To grant and convey to any person or entity the real property and/or other interest, including fee title, leasehold estates, easements, rights-of-way or mortgages, out of, in, on, over, or under any Common Area for the purpose of constructing, erecting, operating or maintaining the following:

- (i) Parks, parkways or other recreational facilities or structures;
- (ii) Roads, streets, sidewalks, signs, street lights, walks, driveways, trails and paths;
- (iii) Lines, cables, wires, conduits, pipelines or other devices for utility purposes;
- (iv) Sewers, water systems, storm water drainage systems, sprinkler systems and pipelines; and/or
- (v) Any similar Improvements or facilities.

Nothing set forth above, however, will be construed to permit use or occupancy of any Improvement or other facility in a way that would violate applicable use and occupancy restrictions imposed by the Restrictions or by Applicable Law. In addition, until expiration or termination of the Development Period, any grant or conveyance under this Section 4.5.7 must be approved in advance and in writing by the Declarant. In addition, the Association is (with the advance written approval of the Declarant during the Development Period) and the Declarant are expressly authorized and permitted to convey easements over and across Common Area for the benefit of property not otherwise subject to the terms and provisions of this Declaration.

4.5.8 Manager. To retain and pay for the services of a person or firm (the "Manager"), which may include Declarant or any affiliate of Declarant, to manage and operate the Association, including its property, to the extent deemed advisable by the Board. Personnel

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may be employed directly by the Association or may be furnished by the Manager. To the extent permitted by Applicable Law, the Board may delegate any other duties, powers and functions to the Manager. In addition, the Board may adopt transfer fees, resale certificate fees or any other fees associated with the provision of management services to the Association or its Members. **THE MEMBERS HEREBY RELEASE THE ASSOCIATION AND THE MEMBERS OF THE BOARD AND COMMITTEE MEMBERS FROM LIABILITY FOR ANY OMISSION OR IMPROPER EXERCISE BY THE MANAGER OF ANY SUCH DUTY, POWER OR FUNCTION SO DELEGATED.**

4.5.9 Property Services. To pay for water, sewer, garbage removal, street lights, landscaping, gardening and all other utilities, services, repair and maintenance for any portion of the Property, Common Area, private or public recreational facilities, easements, roads, roadways, rights-of-ways, signs, parks, parkways, median strips, sidewalks, paths, trails, ponds, and lakes.

4.5.10 Other Services and Properties. To obtain and pay for any other property and services, and to pay any other taxes or assessments that the Association or the Board is required or permitted to secure or to pay for pursuant to Applicable Law or under the terms of the Restrictions or as determined by the Board.

4.5.11 Construction on Common Area. To construct new Improvements or additions to any property owned, leased, or licensed by the Association, subject to the approval of the Board and the Declarant until expiration or termination of the Development Period.

4.5.12 Contracts. To enter into Bulk Rate Contracts or other contracts or licenses with Declarant or any third party on such terms and provisions as the Board will determine, to operate and maintain any Common Area or other property, or to provide any service, including but not limited to cable, utility, or telecommunication services, or perform any function on behalf of Declarant, the Board, the Association, or the Members. During the Development Period, all Bulk Rate Contracts must be approved in advance and in writing by the Declarant.

4.5.13 Property Ownership. To acquire, own and dispose of all manner of real and personal property, including habitat, whether by grant, lease, easement, gift or otherwise. During the Development Period, all acquisitions and dispositions of the Association hereunder must be approved in advance and in writing by the Declarant.

4.5.14 Allocation of Votes. To determine votes when permitted pursuant to *Section 4.4* above.

4.5.15 Authority with Respect to the Restrictions. To do any act, thing or deed that is necessary or desirable, in the judgment of the Board, to implement, administer or enforce any of the Restrictions. Any decision by the Board to delay or defer the exercise of the

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power and authority granted by this *Section 4.5.15* will not subsequently in any way limit, impair or affect ability of the Board to exercise such power and authority.

4.5.16 Membership Privileges. To establish Rules and Regulations governing and limiting the use of the Common Area and any Improvements thereon.

4.6 Conveyance of Common Area to the Association. The Association may acquire, hold, and dispose of any interest in tangible and intangible personal property and real property. Declarant, and its assignees, reserves the right, from time to time and at any time, to designate, convey, assign or transfer by written and Recorded instrument property being held by the Declarant for the benefit of the Association. Upon the Recording of a designation, the portion of the property identified therein will be considered Common Area for the purpose of this Declaration and the Association shall have an easement over and across the Common Area necessary or required to discharge the Association's obligations under this Declaration, subject to any terms and limitations to such easement set forth in the designation. Declarant and its assignees may also assign, transfer or convey to the Association interests in real or personal property within or for the benefit of the Property, for the Property and the general public, or otherwise, as determined in the sole and absolute discretion of the Declarant. All or any real or personal property assigned, transferred and/or conveyed by the Declarant to the Association shall be deemed accepted by the Association upon Recordation, and without further action by the Association, and shall be considered Common Area without regard to whether such real or personal property is designated by the Declarant as Common Area. If requested by the Declarant, the Association will execute a written instrument, in a form requested by the Declarant, evidencing acceptance of such real or personal property; provided, however, execution of a written consent by the Association shall in no event be a precondition to acceptance by the Association. The assignment, transfer, and/or conveyance of real or personal property to the Association may be by deed without warranty, may reserve easements in favor of the Declarant or a third party designated by Declarant over and across such property, and may include such other provisions, including restrictions on use, determined by the Declarant, in the Declarant's sole and absolute discretion. Property assigned, transferred, and/or conveyed to the Association may be improved or unimproved and may consist of fee simple title, easements, leases, licenses, or other real or personal property interests. Upon Declarant's written request, the Association will re-convey to Declarant any unimproved real property that Declarant originally conveyed to the Association for no payment.

4.7 Indemnification. To the fullest extent permitted by Applicable Law but without duplication (and subject to) any rights or benefits arising under the Certificate or Bylaws of the Association, the Association will indemnify any person who was, or is, a party, or is threatened to be made a party to any threatened pending or completed action, suit or proceeding, whether civil, criminal, administrative or investigative by reason of the fact that he is, or was, a director, officer, committee member, employee, servant or agent of the Association against expenses, including attorneys' fees, reasonably incurred by him in connection with such action, suit or proceeding if it is found and determined by the Board or a court of competent jurisdiction that

he or she: (i) acted in good faith and in a manner he or she reasonably believed to be in, or not opposed to, the best interests of the Association; or (ii) with respect to any criminal action or proceeding, had no reasonable cause to believe his or her conduct was unlawful. The termination of any action, suit or proceeding by settlement, or upon a plea of *nolo contendere* or its equivalent, will not of itself create a presumption that the person did not act in good faith or in a manner which was reasonably believed to be in, or not opposed to, the best interests of the Association or, with respect to any criminal action or proceeding, had reasonable cause to believe that his or her conduct was unlawful.

4.8 Insurance. The Board may purchase and cause to be maintained, at the expense of the Association, insurance on behalf of any person who is acting as a director, officer, committee member, employee, servant or agent of the Association against any liability asserted against or incurred by such person in any such capacity, or arising out of such person's status as such, whether or not the Association would have the power to indemnify such person against such liability or otherwise.

4.9 Bulk Rate Contracts. Without limitation on the generality of the Association powers set out in *Section 4.5* hereinabove (except that during the Development Period, all Bulk Rate Contracts must be approved in advance and in writing by the Declarant), the Association will have the power to enter into Bulk Rate Contracts at any time and from time to time. The Association may enter into Bulk Rate Contracts with any service providers chosen by the Board (including Declarant, and/or any entities in which Declarant, or the owners or partners of Declarant are owners or participants, directly or indirectly). The Bulk Rate Contracts may be entered into on such terms and provisions as the Board may determine in its sole and absolute discretion. The Association may, at its option and election, add the charges payable by such Owner under such Bulk Rate Contract to the Assessments against such Owner's Lot. In this regard, it is agreed and understood that, if any Owner fails to pay any charges due by such Owner under the terms of any Bulk Rate Contract, then the Association will be entitled to collect such charges by exercising the same rights and remedies it would be entitled to exercise under this Declaration with respect to the failure by such Owner to pay Assessments, including without limitation the right to foreclose the lien against such Owner's Lot which is reserved under the terms and provisions of this Declaration. In addition, in the event of nonpayment by any Owner of any charges due under any Bulk Rate Contract and after the lapse of at least twelve (12) days since such charges were due, the Association may, upon five (5) days' prior written notice to such Owner (which may run concurrently with such 12 day period), in addition to all other rights and remedies available pursuant to Applicable Law, terminate, in such manner as the Board deems appropriate, any utility service or other service provided at the cost of the Association and not paid for by such Owner (or the Resident of such Owner's Lot) directly to the applicable service or utility provider. Such notice will consist of a separate mailing or hand delivery at least five (5) days prior to a stated date of termination, with the title "termination notice" or similar language prominently displayed on the notice. The notice will include the office or street address where the Owner (or the Resident of such Owner's Lot) can make arrangements for payment of the bill and for re-connection or re-institution of service. No

utility or cable television service will be disconnected on a day, or immediately preceding a day, when personnel are not available for the purpose of collection and reconnecting such services.

4.10 Community Systems. The Association is specifically authorized to provide, or to enter into contracts to provide Community Systems. Any such contracts may provide for installation, operation, management, maintenance, and upgrades or modifications to the Community Systems as the Board determines appropriate. Each Owner acknowledges that interruptions in Community Systems and services will occur from time to time. Declarant and the Association, or any of their respective successors or assigns shall not be liable for, and no Community System or service user shall be entitled to refund, rebate, discount, or offset in applicable fees for, any interruption in Community Systems and services, regardless of whether or not such interruption is caused by reasons within the service provider's control.

4.11 Declarant's Right to Contribute to Revenues of the Association. Declarant shall have the right, but not the obligation, in its sole discretion and from time to time, to contribute to the revenues of the Association. At the option of Declarant, such contribution may be reflected on the books and records of the Association as a loan, in which event it shall be repaid by the Association to Declarant, at the discretion of Declarant. If treated as a loan, the contribution shall accrue interest, compounded monthly, from the date it is made until the date of its repayment, at the short term Applicable Federal Rate ("AFR"), as published by the Internal Revenue Service, and adjusted each month to reflect the AFR for such month.

4.12 Protection of Declarant's Interests. Despite any assumption of control of the Board by Owners other than Declarant, until the expiration or termination of the Development Period, the Board is prohibited from taking any action which would discriminate against Declarant, or which would be detrimental to the sale of Lots owned by Declarant. Declarant shall be entitled to determine, in its sole and absolute discretion, whether any such action discriminates or is detrimental to Declarant. The Board will be required to continue the same level and quality of maintenance, operations and services as that provided immediately prior to assumption of control of the Board by Owners other than Declarant until the expiration or termination of the Development Period.

4.13 Administration of Common Area. The administration of the Common Area by the Association shall be in accordance with the provisions of Applicable Law and the Restrictions, and of any other agreements, documents, amendments or supplements to the foregoing which may be duly adopted or subsequently required by any institutional or governmental lender, purchaser, insurer or guarantor of mortgage loans (including, for example, the Federal Home Loan Mortgage Corporation) designated by Declarant or by any governmental or quasi-governmental agency having regulatory jurisdiction over the Common Area or by any title insurance company selected by Declarant to insure title to any portion of the Common Area.

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4.14 Private Streets. The following provisions are hereby adopted in order to comply with the requirements of Chapter 10 – Private Streets and Entrance Gates in the City Land Development Code.

4.14.1 General. The Private Streets are private and to be owned and maintained by the Association. The Association shall be obligated to maintain the Private Streets and related appurtenances in a good and functioning condition and in compliance with Applicable Law. The City shall have no obligation to maintain or reconstruct the Private Streets, non-public storm sewers and drainage facilities.

4.14.2 City Inspection. The City shall be allowed to inspect the Private Streets, drainage facilities, and related appurtenances on a period basis to determine the need for repairs. The Association shall repair all drainage facilities and Private Streets when instructed to do so by the City, subject to appeal to the City Council of Colleyville (the “**Council**”).

4.14.3 City’s Right to Maintain Private Streets. The City shall be allowed, but not obligated, to repair and maintain the Private Streets, appurtenances, related private storm sewers and drainage facilities if the Declarant or the Association, as applicable, fails to maintain such facilities in good condition and repair after the City has provided the Association written notice and opportunity to remedy such failure. The costs incurred by the City to repair and/or maintain the Private Streets, appurtenances, related private storm sewers and drainage facilities, plus applicable interest, will be payable by the Association upon demand from the City.

4.14.4 Access. Access to the Private Streets may be restricted by access gates or other security control systems. Notwithstanding the foregoing, the Association shall ensure that the Private Streets provide perpetual access to all Lots for police and other emergency vehicles, public and private utility maintenance and service personnel, solid waste collection services, and government employees in pursuit of their official duties. If the Association fails to comply with the requirements of this *Section 4.14.4*, the City shall have the right to enter the Property remove any gate or device which is a barrier to access at the expense of the Association, subject to approval by the Council.

4.14.5 City Easement. In accordance with *Sections 4.14.3* and *4.14.4* hereof, the City, its agents, representatives and employees, shall have the right of access, ingress and egress to and over the Private Streets, appurtenances, related private storm sewers and drainage facilities for the purposes of repairing, maintaining, improving and preserving the same, including the right to remove any vehicle or obstacle within the Private Streets that impairs emergency access.

4.14.6 Indemnification. The Association agrees to release, indemnify, defend and hold the City, its officers, agents, licensees, servants and employees harmless from any and all claims, lawsuits, judgments, costs or causes of action of any nature whatsoever,

whether real or asserted, brought for or on account of any injuries or damages to persons or property including death, resulting from or in any way connected with (i) the reasonable use of the Private Streets and any emergency access, utility easements, entrance gate or structure by the City, its officers, agents, licensees, servants and employees; (ii) the condition of the Private Streets or appurtenances, including lights, entrance gates or structures, private walls or fences, private pedestrian access, private storm drainage systems and emergency access; and (iii) any use of the Property by the City, its officers, agents, licensees, servants and employees for any purpose related to the exercise of a governmental function or service, whether or not caused, in whole or in part, by alleged negligence of officers, agents, servants, employees, contractors, subcontractors, licensees or invitees of the City. The Association shall carry commercial general liability insurance in sufficient amounts to meet the requirements of this *Section 4.14.6*, which coverage may be provided in the form of a rider and/or endorsement to a previously existing insurance policy.

4.14.7 Revocation of Private Street Permit. The Council may, after delivering sixty (60) day notice to the Association and holding a public hearing, revoke the permit allowing the Private Streets (the “**Private Street Permit**”) if the Council finds that the Association has failed to provide reliable emergency access, in accordance with *Section 4.14.4* hereof. Should the Council revoke the Private Street Permit, the City shall inspect the Private Streets and levy an assessment upon each Lot on a pro-rata basis for the expense of any needed repairs, which assessment will constitute an assessment lien upon each Lot. The Council shall make the final determination of whether repairs are needed. The City shall also have the right to require, at the Association’s expense, the removal of guard houses, access control devices, landscaping or other aesthetic amenities located within the Private Streets. If the Private Street Permit is revoked, the Association will be assessed the cost of appropriate maintenance of the Private Streets.

4.14.8 No Dissolution. Notwithstanding anything contained herein or in the Certificate to the contrary, the Association may not be dissolved without the prior written consent of the City.

NOTWITHSTANDING ANYTHING CONTAINED IN THIS DECLARATION TO THE CONTRARY, THE TERMS AND PROVISIONS OF THIS SECTION 4.14 MAY NOT BE AMENDED UNLESS SUCH AMENDMENT IS EXPRESSLY APPROVED IN WRITING BY THE CITY.

4.15 Notices and Disclaimers as to Security Systems. NEITHER THE DECLARANT, A HOMEBUILDER, NOR THE ASSOCIATION, OR THEIR SUCCESSORS OR ASSIGNS GUARANTEE OR WARRANT, EXPRESSLY OR IMPLIEDLY, THE MERCHANTABILITY OR FITNESS FOR USE OF ANY SUCH SECURITY SYSTEM OR SERVICES, OR THAT ANY SYSTEM OR SERVICES WILL PREVENT INTRUSIONS NOTIFY AUTHORITIES OF FIRES OR OTHER OCCURRENCES, OR THE CONSEQUENCES OF SUCH OCCURRENCES, REGARDLESS OF WHETHER OR NOT THE SYSTEM OR SERVICES ARE DESIGNED TO

MONITOR SAME; AND EVERY OWNER OR OCCUPANT OF PROPERTY RECEIVING SECURITY SERVICES THROUGH THE COMMUNITY SYSTEMS ACKNOWLEDGES THAT NEITHER THE DECLARANT, A HOMEBUILDER, NOR THE ASSOCIATION, OR ANY OR THEIR SUCCESSORS OR ASSIGNS ARE INSURERS OF THE OWNER OR OCCUPANT'S PROPERTY OR OF THE PROPERTY OF OTHERS LOCATED ON THE LOT AND WILL NOT BE RESPONSIBLE OR LIABLE FOR LOSSES, INJURIES OR DEATHS RESULTING FROM SUCH OCCURRENCES. It is extremely difficult and impractical to determine the actual damages, if any, which may proximately result from a failure on the part of a security service provider to perform any of its obligations with respect to security services and, therefore, every Owner or occupant of property receiving security services through the Community Systems agrees that neither the Declarant, a Homebuilder, nor the Association, or their successors or assigns assumes liability for loss or damage to property or for personal injury or death to persons due to any reason, including, without limitation, failure in transmission of an alarm, interruption of security service or failure to respond to an alarm because of: (a) any failure of the Owner's security system; (b) any defective or damaged equipment, device, line or circuit; (c) negligence, active or otherwise, of the security service provider or its officers, agents or employees; or (d) fire, flood, riot, war, act of God or other similar causes which are beyond the control of the security service provider. Every Owner and Resident obtaining security services through the Community Systems further agrees for himself, his grantees, tenants, guests, invitees, licensees and family members that if any loss or damage should result from a failure of performance or operation, or from defective performance or operation, or from improper installation, monitoring or servicing of the system, or from negligence, active or otherwise, of the security service provider or its officers, agents, or employees, the liability, if any, of the Declarant, a Homebuilder, the Association, or their successors or assigns for loss, damage, injury or death shall be limited to a sum not exceeding Two Hundred Fifty U.S. Dollars (\$250.00), which limitation apply irrespective of the cause or origin of the loss or damage and notwithstanding that the loss or damage results directly or indirectly from negligent performance, active or otherwise, or non-performance by an officer, agent or employee of Declarant, a Homebuilder, or the Association, or their successors or assigns. Further, in no event will Declarant, a Homebuilder, the Association, or their successors or assigns be liable for consequential damages, wrongful death, personal injury or commercial loss.

4.16 Merger. Merger or consolidation of the Association with another association must be evidenced by an amendment to this Declaration. The amendment must be approved by at least two-thirds of the votes of Members present in person or by proxy at the meeting at which the action to merge or consolidate with another association is submitted for a vote. On merger or consolidation of the Association with another association, the property, rights, and obligations of another association may, by operation of law, be added to the properties, rights, and obligations of the Association as a surviving corporation pursuant to the merger. The surviving or consolidated association may administer the provisions of the Restrictions within the Property, together with the covenants and restrictions established on any other property under its jurisdiction. No merger or consolidation, however, will effect a revocation, change, or addition to the covenants established by this Declaration within the Property.

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4.17 Right of Action by Association. The Association shall not have the power to institute, defend, intervene in, settle or compromise litigation or administrative proceedings: (i) in the name of or on behalf of any Lot Owner (whether one or more); or (ii) pertaining to a Claim, as defined in *Section 12.1* below, relating to the design or construction of Improvements on a Lot. This *Section 4.17* may not be amended or modified without Declarant's written and acknowledged consent and Members entitled to cast at least one hundred percent (100%) of the total number of votes of the Association, which must be part of the Recorded amendment instrument.

ARTICLE 5 INSURANCE

5.1 Insurance. Each Owner will be required to purchase and maintain commercially standard insurance on the Improvements located upon such Owner's Lot. The Association will not be required to maintain insurance on the Improvements constructed upon any Lot. The Association may, however, obtain such insurance as it may deem necessary, including but not limited to such policies of liability and property damage insurance as the Board, in its discretion, may deem necessary. Insurance premiums for such policies will be a common expense to be included in the Assessments levied by the Association. The acquisition of insurance by the Association will be without prejudice to the right and obligation of any Owner to obtain additional individual insurance. During the Development Period, Declarant reserves the right to satisfy the insurance obligations of the Association with a master insurance program controlled by Declarant.

ARE YOU COVERED?

The Association will not provide insurance which covers an Owner's Lot or any Improvements or personal property located on a Lot.

5.2 Restoration. In the event of any fire or other casualty, unless otherwise approved by the ACC, the Owner (i) promptly repair, restore and replace any damaged or destroyed structures to their same exterior condition existing prior to the damage or destruction thereof, or (ii) in the case of substantial or total damage or destruction of any Improvement, remove all such damaged Improvements and debris from the Property within thirty (30) days after the occurrence of such damage. Such repair, restoration or replacement will be commenced and completed in a good and workmanlike manner and diligently pursued to completion using exterior materials identical to those originally used in the structures damaged or destroyed. To the extent that the Owner fails to commence such repair, restoration or replacement of substantial or total damage or destruction within one hundred and twenty (120) days after the occurrence of such damage or destruction, and thereafter prosecute same to completion, or if the Owner does not clean up any debris resulting from any damage within thirty (30) days after the occurrence of such damage, the Association may commence, complete or effect such repair, restoration, replacement or clean-up, and such Owner will be personally liable to the Association for the cost of such work; provided, however, that if the Owner is

prohibited or delayed by Applicable Law from commencing such repair, restoration, replacement or clean-up, the rights of the Association under this provision will not arise until the expiration of thirty (30) days after such prohibition or delay is removed. If the Owner fails to pay such cost upon demand by the Association, the cost thereof (plus interest from the date of demand until paid at the maximum lawful rate, or if there is no such maximum lawful rate, than at the rate of one and one-half percent (1½%) per month) will be added to the Assessment chargeable to the Owner's Lot. Any such amounts added to the Assessments chargeable against a Lot will be secured by the liens reserved in this Declaration for Assessments and may be collected by any means provided in this Declaration for the collection of Assessments, including, but not limited to, foreclosure of such liens against the Owner's Lot. **EACH SUCH OWNER WILL INDEMNIFY AND HOLD HARMLESS THE ASSOCIATION AND ITS OFFICERS, DIRECTORS, COMMITTEE MEMBERS, EMPLOYEES AND AGENTS FROM ANY COST, LOSS, DAMAGE, EXPENSE, LIABILITY, CLAIM OR CAUSE OF ACTION INCURRED OR THAT MAY ARISE BY REASON OF THE ASSOCIATION'S ACTS OR ACTIVITIES UNDER THIS SECTION 5.2, EXCEPT FOR SUCH COST, LOSS, DAMAGE, EXPENSE, LIABILITY, CLAIM OR COST OF ACTION ARISING BY REASON OF THE ASSOCIATION'S GROSS NEGLIGENCE OR WILLFUL MISCONDUCT. "GROSS NEGLIGENCE" AS USED HEREIN DOES NOT INCLUDE SIMPLE NEGLIGENCE, CONTRIBUTORY NEGLIGENCE OR SIMILAR NEGLIGENCE SHORT OF ACTUAL GROSS NEGLIGENCE.**

5.3 Mechanic's and Materialmen's Lien. Each Owner whose structure is repaired, restored, replaced or cleaned up by the Association pursuant to the rights granted under this *Article 5*, hereby grants to the Association an express mechanic's and materialmen's lien for the reasonable cost of such repair, restoration, or replacement of the damaged or destroyed Improvement to the extent that the cost of such repair, restoration or replacement exceeds any insurance proceeds allocable to such repair, restoration or replacement and delivered to the Association. Upon request by the Board, and before the commencement of any reconstruction, repair, restoration or replacement, such Owner will execute all documents sufficient to effectuate such mechanic's and materialmen's lien in favor of the Association.

ARTICLE 6 COVENANT FOR ASSESSMENTS

6.1 Assessments.

6.1.1 Established by Board. Assessments established by the Board pursuant to the provisions of this *Article 6* will be levied against each Lot in amounts determined pursuant to *Section 6.7* below. The total amount of Assessments will be determined by the Board pursuant to *Section 6.3, 6.4, 6.5 and/or 6.6.*

6.1.2 Personal Obligation; Lien. Each Assessment, together with such interest thereon and costs of collection as hereinafter provided, will be the personal obligation of the Owner of the Lot against which the Assessment is levied and will be secured by a lien

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hereby granted and conveyed by Declarant to the Association against each such Lot and all Improvements thereon (such lien, with respect to any Lot not in existence on the date hereof, will be deemed granted and conveyed at the time that such Lot is created). The Association may enforce payment of such Assessments in accordance with the provisions of this Article.

6.1.3 Declarant Subsidy. Declarant may, but is not obligated to, reduce Assessments which would otherwise be levied against Lots for any fiscal year by the payment of a subsidy to the Association. Any subsidy paid to the Association by Declarant may be treated as a contribution or a loan, in Declarant's sole and absolute discretion. The payment of a subsidy in any given year will not obligate Declarant to continue payment of a subsidy to the Association in future years.

6.2 Maintenance Fund. The Board will establish a maintenance fund into which will be deposited all monies paid to the Association and from which disbursements will be made in performing the functions of the Association under this Declaration. The funds of the Association may be used for any purpose authorized by the Restrictions and the Applicable Law.

6.3 Regular Annual Assessments. Prior to the beginning of each fiscal year, the Board will estimate the expenses to be incurred by the Association during such year in performing its functions and exercising its powers under the Restrictions, including, but not limited to, the cost of all management, repair and maintenance, the cost of providing street and other lighting, the cost of administering and enforcing the Restrictions, and will estimate the amount needed to maintain a reasonable provision for contingencies and an appropriate replacement reserve, and will give due consideration to any expected income and any surplus from the prior year's fund. Assessments sufficient to pay such estimated net expenses will then be levied at the level of Assessments set by the Board in its sole and absolute discretion, and the Board's determination will be final and binding so long as it is made in good faith. If the sums collected prove inadequate for any reason, including nonpayment of any Assessment, the Association may at any time, and from time to time, levy further Assessments in the same manner. All such regular Assessments will be due and payable to the Association annually on or before the first day of the month at the beginning of the fiscal year, or in such other manner as the Board may designate in its sole and absolute discretion.

6.4 Working Capital Assessment. Each Owner (other than Declarant) of a Lot will pay a one-time working capital assessment (the "**Working Capital Assessment**") to the Association in such amount as may be determined by the Declarant or the Board, until expiration or termination of the Development Period, and the Board thereafter. The Working Capital Assessment hereunder will be due and payable to the Association upon the transfer of a Lot (including both transfers from Declarant to the initial Owner, and transfers from one Owner of a Lot to a subsequent Owner of a Lot). Each Working Capital Assessment will be collected from the transferee of a Lot upon the conveyance of the Lot from one Owner (including Declarant) to another (expressly including any reconveyance of the Lot upon resale or transfer

thereof). Such Working Capital Assessment need not be uniform among all Lots, and the Board is expressly authorized to levy Working Capital Assessments of varying amounts depending on the size, use and general character of the Lots then being made subject to such levy. The Association may use the working capital to discharge operating expenses. The levy of any Working Capital Assessment will be effective only upon the Recordation of a written notice, signed by the Declarant or a duly authorized officer of the Association, setting forth the amount of the Working Capital Assessment and the Lots to which it applies.

Notwithstanding the foregoing provision, the following transfers will not be subject to the Working Capital Assessment: (i) foreclosure of a deed of trust lien, tax lien, or the Association's assessment lien; (ii) transfer to, from, or by the Association; (iii) voluntary transfer by an Owner to one or more co-owners, or to the Owner's spouse, child, or parent. Additionally, an Owner who (i) is a Homebuilder; or (ii) acquires a Lot for the purpose of resale to a Homebuilder (a "**Development Owner**") will not be subject to the Working Capital Assessment; however, the Working Capital Assessment will be payable by any Owner who acquires a Lot from a Homebuilder or Development Owner for residential living purposes or by any Owner who: (i) acquires a Lot and is not in the business of constructing single-family residences for resale to a third party; or (ii) who acquires the Lot for any purpose other than constructing a single-family residence thereon for resale to a third party. In the event of any dispute regarding the application of the Working Capital Assessment to a particular Owner, the Declarant's during the Development Period, and thereafter the Board's, determination regarding the application of the exemption will be binding and conclusive without regard to any contrary interpretation of this *Section 6.4*. The Working Capital Assessment will be in addition to, not in lieu of, any other Assessments levied in accordance with this Article 6 and will not be considered an advance payment of such Assessments. The Declarant during the Development Period, and thereafter the Board, will have the power to waive the payment of any Working Capital Assessment attributable to a Lot (or all Lots) by the Recordation of a waiver notice, which waiver may be temporary or permanent.

6.5 Special Assessments. In addition to the regular annual Assessments provided for above, the Board may levy special Assessments whenever in the Board's opinion such special Assessments are necessary to enable the Board to carry out the functions of the Association under the Restrictions. The amount of any special Assessments will be at the reasonable discretion of the Board. In addition to the special Assessments authorized above, the Association may, in any fiscal year, levy a special Assessment applicable to that fiscal year only for the purpose of defraying, in whole or in part, the cost of any construction, reconstruction, repair or replacement of a capital improvement upon the Common Area.

6.6 Individual Assessments. In addition to any other Assessments, the Board may levy an Individual Assessment against an Owner and the Owner's Lot. Individual Assessments may include, but are not limited to: interest, late charges, and collection costs on delinquent Assessments; reimbursement for costs incurred in bringing an Owner or the Owner's Lot into compliance with the Declaration; fines for violations of the Restrictions; transfer-related fees

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and resale certificate fees; fees for estoppel letters and project documents; insurance deductibles; reimbursement for damage or waste caused by willful or negligent acts of the Owner, the Owner's guests, invitees or Residents of the Owner's Lot; common expenses that benefit fewer than all of the Lots, which may be assessed according to benefit received; fees or charges levied against the Association on a per-Lot basis; and "pass through" expenses for services to Lots provided through the Association and which are equitably paid by each Lot according to the benefit received.

6.7 Amount of Assessment.

6.7.1 Assessments to be Levied. The Board shall levy Assessments against each "Assessment Unit" (as defined in *Section 6.7.2* below). Unless otherwise provided in this Declaration, Assessments levied pursuant to *Section 6.3* and *Section 6.6* shall be levied uniformly against each Assessment Unit allocated to a Lot.

6.7.2 Assessment Unit. Each Lot shall constitute one "Assessment Unit" unless otherwise provided in *Section 6.7.3* and *6.7.4*.

6.7.3 Assessment Exemption. Notwithstanding anything in this Declaration to the contrary, no Assessments shall be levied upon Lots owned by Declarant.

6.7.4 Other Exemptions. Declarant may, in its sole discretion, elect to: (i) exempt any un-platted or unimproved portion of the Property or any Lot from any Assessments levied or charged pursuant to this *Article 6*; or (ii) delay the levy of Assessments against any un-platted, unimproved or improved portion of the Property. Declarant or the Board may also exempt any portion of the Property which is dedicated and accepted by public authority from Assessments.

6.8 Late Charges. If any Assessment is not paid by the due date applicable thereto, the Owner responsible for the payment may be required by the Board, at the Board's election at any time and from time to time, to pay a late charge in such amount as the Board may designate, and the late charge (and any reasonable handling costs) will be levied as an Individual Assessment against the Lot owned by such Owner, collectible in the manner as provided for collection of Assessments, including foreclosure of the lien against such Lot; provided, however, such charge will never exceed the maximum charge permitted under Applicable Law.

6.9 Owner's Personal Obligation; Interest. Assessments levied as provided for herein will be the personal and individual debt of the Owner of the Lot against which are levied such Assessments. No Owner may exempt himself from liability for such Assessments. In the event of default in the payment of any such Assessment, the Owner of the Lot will be obligated to pay interest on the amount of the Assessment at the highest rate allowed by applicable usury laws then in effect on the amount of the Assessment from the due date therefor (or if there is no such highest rate, then at the rate of one and one half percent (1 1/2%) per month), together with

all late charges, if any, costs and expenses of collection, including reasonable attorney's fees. Such amounts will be levied as an Individual Assessment against the Lot owned by such Owner.

6.10 Assessment Lien and Foreclosure. The payment of all sums assessed in the manner provided in this Article is, together with late charges as provided in *Section 6.8* and interest as provided in *Section 6.9* hereof and all costs of collection, including attorney's fees as herein provided, secured by the continuing Assessment lien granted to the Association pursuant to *Section 6.1.2* above, and will bind each Lot in the hands of the Owner thereof, and such Owner's heirs, devisees, personal representatives, successors or assigns. The aforesaid lien will be superior to all other liens and charges against such Lot, except only for: (i) tax liens and governmental assessment liens; (ii) all sums secured by a Recorded first mortgage lien or Recorded first deed of trust lien of record, to the extent such lien secures sums borrowed for the acquisition or improvement of the Lot in question; (iii) home equity loans or home equity lines of credit which are secured by a Recorded second mortgage lien or Recorded second deed of trust lien of record; or (iv) as otherwise provided by Applicable Law; provided that, in the case of subparagraphs (ii), (iii) and (iv) above, such Mortgage was Recorded before the delinquent Assessment was due. The Association will have the power to subordinate the aforesaid Assessment lien to any other lien. Such power will be entirely discretionary with the Board, and such subordination may be signed by an authorized officer, agent, or attorney of the Association. The Association may, at its option and without prejudice to the priority or enforceability of the Assessment lien granted hereunder, prepare a written notice of Assessment lien setting forth the amount of the unpaid indebtedness, the name of the Owner of the Lot covered by such lien and a description of the Lot. Such notice may be signed by one of the authorized officers, agents, or attorneys of the Association and will be Recorded. Each Owner, by accepting a deed or ownership interest to a Lot subject to this Declaration, will be deemed conclusively to have granted a power of sale to the Association to secure and enforce the Assessment lien granted hereunder. The Assessment liens and rights to foreclosure thereof will be in addition to and not in substitution of any other rights and remedies the Association may have by law and under this Declaration, including the rights of the Association to institute suit against such Owner personally obligated to pay the Assessment and/or for foreclosure of the aforesaid lien. In any foreclosure proceeding, such Owner will be required to pay the costs, expenses and reasonable attorney's fees incurred. The Association will have the power to bid (in cash or by credit against the amount secured by the lien) on the property at foreclosure or other legal sale and to acquire, hold, lease, mortgage, convey or otherwise deal with the same. Upon the written request of any Mortgagee, the Association will report to said Mortgagee any unpaid Assessments remaining unpaid for longer than sixty (60) days after the same are due. The lien hereunder will not be affected by the sale or transfer of any Lot; except, however, that in the event of foreclosure of any lien superior to the Assessment lien, the lien for any Assessments that were due and payable before the foreclosure sale will be extinguished, provided that past-due Assessments will be paid out of the proceeds of such foreclosure sale only to the extent that funds are available after the satisfaction of the indebtedness secured by the Mortgage. The provisions of the preceding sentence will not, however, relieve any

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subsequent Owner (including any Mortgagee or other purchaser at a foreclosure sale) from paying Assessments becoming due and payable after the foreclosure sale. Upon payment of all sums secured by a lien of the type described in this *Section 6.10*, the Association will upon the request of the Owner, and at such Owner's cost, execute a release of lien relating to any lien for which written notice has been Recorded as provided above, except in circumstances in which the Association has already foreclosed such lien. Such release will be signed by an authorized officer, agent, or attorney of the Association. In addition to the lien hereby retained, in the event of nonpayment by any Owner of any Assessment and after the lapse of at least twelve (12) days since such payment was due, the Association may, upon five (5) days' prior written notice (which may run concurrently with such twelve (12) day period) to such Owner, in addition to all other rights and remedies available pursuant to Applicable Law, equity or otherwise, terminate, in such manner as the Board deems appropriate, any utility or cable service provided through the Association and not paid for directly by an Owner or Resident to the utility or service provider. Such notice will consist of a separate mailing or hand delivery at least five (5) days prior to a stated date of disconnection, with the title "termination notice" or similar language prominently displayed on the notice. The notice will include the office or street address where the Owner or the Resident of the Owner's Lot can make arrangements for payment of the bill and for reconnection of service. Utility or cable service will not be disconnected on a day, or immediately preceding a day, when personnel are not available for the purpose of collection and reconnecting such services. Except as otherwise provided by Applicable Law, the sale or transfer of a Lot will not relieve the Owner of such Lot or such Owner's transferee from liability for any Assessments thereafter becoming due or from the lien associated therewith. If an Owner conveys its Lot and on the date of such conveyance Assessments against the Lot remain unpaid, or said Owner owes other sums or fees under this Declaration to the Association, the Owner will pay such amounts to the Association out of the sales price of the Lot, and such sums will be paid in preference to any other charges against the Lot other than liens superior to the Assessment lien and charges in favor of the State of Texas or a political subdivision thereof for taxes on the Lot which are due and unpaid. The Owner conveying such Lot will remain personally liable for all such sums until the same are fully paid, regardless of whether the transferee of the Lot also assumes the obligation to pay such amounts. The Board may adopt an administrative transfer fee to cover the expenses associated with updating the Association's records upon the transfer of a Lot to a third party; provided, however, that no transfer fee will be due upon the transfer of a Lot from Declarant to a third party.

Yes, the Association *can* foreclose on your Lot!

If you fail to pay assessments to the Association, you may lose title to your Lot if the Association forecloses its assessment lien.

6.11 Exempt Property. The following areas will be exempt from the Assessments provided for in this Article:

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- (i) All area dedicated and accepted by a public authority;
- (ii) The Common Area; and
- (iii) Any portion of the Property owned by Declarant.

6.12 Fines and Damages Assessment.

6.12.1 Board Assessment. The Board may assess fines against an Owner for violations of the Restrictions which have been committed by an Owner, a Resident, or the Owner or Residents guests, agents or invitees pursuant to the Fine and Collection Policy adopted by the Board. Any fine and/or charge levied in accordance with this *Section 6.12* will be considered an Individual Assessment pursuant to this Declaration. Each day of violation may be considered a separate violation if the violation continues after written notice to the Owner. The Board may assess damage charges against an Owner for pecuniary loss to the Association from property damage or destruction of Common Area or any facilities caused by the Owner, Resident, or their guests, agents, or invitees. The Manager will have authority to send notices to alleged violators, informing them of their violations and asking them to comply with the Rules and/or informing them of potential or probable fines or damage assessments. The Board may from time to time adopt a schedule of fines.

6.12.2 Lien Created. The payment of each fine and/or damage charge levied by the Board against the Owner of a Lot is, together with interest as provided in *Section 6.9* hereof and all costs of collection, including attorney's fees as herein provided, secured by the lien granted to the Association pursuant to *Section 6.1.2* of this Declaration. The fine and/or damage charge will be considered an Assessment for the purpose of this Article, and will be enforced in accordance with the terms and provisions governing the enforcement of assessments pursuant to this *Article 6*.

ARTICLE 7 ARCHITECTURAL CONTROL COMMITTEE

ORDINANCES AND REQUIREMENTS IMPOSED BY THE CITY OF COLLEYVILLE ARE APPLICABLE TO ALL LOTS. APPROVAL BY THE ARCHITECTURAL CONTROL COMMITTEE IS NOT A SUBSTITUTE FOR COMPLIANCE WITH SUCH ORDINANCES AND REGULATIONS. THIS DECLARATION DOES NOT PURPORT TO LIST OR DESCRIBE EACH ORDINANCE OR RESTRICTION WHICH MAY BE APPLICABLE TO A LOT.

Until Declarant has delegated its right to appoint and remove all members of the ACC to the Board as provided in *Section 7.2.1* below, the ACC will be acting solely in Declarant's interest and will owe no duty to any other Owner or the Association. Notwithstanding any provision in this Declaration to the contrary, Declarant may appoint a single person to exercise the rights of the ACC.

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7.1 Construction of Improvements. No Improvement may be erected, placed, constructed, painted, altered, modified or remodeled on any Lot, and no Lot may be re-subdivided or consolidated with other Lots or Property, by anyone other than Declarant without the prior written approval of the ACC.

7.2 Architectural Control Committee.

7.2.1 Composition. The ACC will be composed of not more than three (3) persons (who need not be Members or Owners) appointed as provided below, who will review Improvements proposed to be made by any Owner other than Declarant. Declarant will have the right to appoint and remove (with or without cause) all members of the ACC. Declarant may assign its right to appoint all members of the ACC to the Association by Recorded written instrument, and thereafter, the Board will have the right to appoint and remove (with or without cause) all members of the ACC. Any assignment by Declarant of the right to appoint and remove all members of the ACC may be withdrawn until expiration of twelve (12) months after the expiration of the Development Period. If Declarant withdraws its assignment of the right to appoint and remove all members of the ACC, then on the date of such withdrawal, Declarant will have the right to appoint and remove (with or without cause) all members of the ACC. Declarant's right to appoint all members of the ACC will automatically be assigned to the Association upon the expiration of twelve (12) months after the expiration of the Development Period. Declarant, at its option, may create and assign specific duties and responsibilities to one or more sub-committees consisting of members and/or nonmembers of the ACC. In the event responsibilities and duties are assigned to a sub-committee, those responsibilities and duties will no longer be discharged by the ACC unless the sub-committee exercising such duties and responsibilities is dissolved by Declarant. The right to create, dissolve, and appoint members of such sub-committees will reside exclusively with Declarant until such time as Declarant has assigned its right to appoint members of the ACC to the Association. The ACC will have the right to employ consultants and advisors as it deems necessary or appropriate.

7.2.2 Submission and Approval of Plans and Specifications. Construction plans and specifications or, when an Owner desires solely to re-subdivide or consolidate Lots, a proposal for such re-subdivision or consolidation, will be submitted in accordance with the Design Guidelines or any additional rules adopted by the ACC together with any review fee which is imposed by the ACC in accordance with *Section 7.2.3* to the ACC at the offices of Declarant, at such address as may hereafter be designated in writing from time to time. No re-subdivision or consolidation will be made, nor any Improvement placed or allowed on any Lot, until the plans and specifications thereof have been approved in writing by a Majority of the members of the ACC. The ACC may, in reviewing such plans and specifications consider any information that it deems proper; including, without limitation, any permits, environmental impact statements or percolation tests that may be required by the ACC or any other entity; and harmony of external design and location in relation to surrounding structures, topography, vegetation, and finished grade elevation. The ACC may postpone its review of any plans and specifications submitted for approval pending receipt of any information or material which the

ACC, in its sole discretion, may require. Site plans must be approved by the ACC prior to the clearing of any Lot, or the construction of any Improvements. The ACC may refuse to approve plans and specifications for proposed Improvements, or for the re-subdivision or consolidation of any Lot on any grounds that, in the sole and absolute discretion of the ACC, are deemed sufficient, including, but not limited to, purely aesthetic grounds.

Notwithstanding any provision to the contrary in the Declaration, the ACC may issue an approval to Homebuilders for the construction of Improvements based on the review and approval of plan types and adopt a procedure which differs from the procedures for review and approval of Improvements set forth in this Declaration.

7.2.3 Design Guidelines. Declarant may adopt the initial Design Guidelines and, during the Development Period, will have the power from time to time, to adopt (unless previously adopted by Declarant), amend, modify, or supplement the Design Guidelines. Upon expiration or termination of the Development Period, the ACC, or any sub-committee thereof created pursuant to *Section 7.2.1*, will have the power from time to time, to amend, modify, or supplement the Design Guidelines; provided, however, that any amendment to the Design Guidelines made by a sub-committee will only apply to the Improvements under the jurisdiction of such sub-committee, and during the Development Period, any such amendment, modification or supplement must be approved in advance and in writing by the Declarant. In the event of any conflict between the terms and provisions of the Design Guidelines and the terms and provisions of this Declaration, the terms and provisions of this Declaration will control. In addition, the ACC will have the power and authority to impose a fee for the review of plans, specifications and other documents and information submitted to it pursuant to the terms of this Declaration. Such charges will be held by the ACC and used to defray the administrative expenses incurred by the ACC in performing its duties hereunder; provided, however, that any excess funds held by the ACC will be distributed to the Association at the end of each calendar year. The ACC will not be required to review any plans until a complete submittal package, as required by this Declaration and the Design Guidelines, is assembled and submitted to the ACC. The ACC will have the authority to adopt such additional procedural and substantive rules and guidelines (including, without limitation, the imposition of any requirements for certificates of compliance or completion relating to any Improvement and the right to approve in advance any contractor selected for the construction of Improvements), not in conflict with this Declaration, as it may deem necessary or appropriate in connection with the performance of its duties hereunder.

7.2.4 Actions of the ACC. The ACC may, by resolution unanimously adopted in writing, designate one or more of its members, or an agent acting on its behalf, to take any action or perform any duties for and on behalf of the ACC, except the granting of variances. In the absence of such designation, the vote of a Majority of all of the members of the ACC taken at a duly constituted meeting will constitute an act of the ACC.

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7.2.5 Failure to Act. In the event that any plans and specifications are submitted to the ACC as provided herein, and the ACC fails either to approve or reject such plans and specifications for a period of sixty (60) days following such submission, rejection of such plans and specifications by the ACC will be presumed. In furtherance, and not in limitation, of the foregoing, any failure of the ACC to act upon a request for a variance will not be deemed a consent to such variance, and the ACC's written approval of all requests for variances will be expressly required.

7.2.6 Variances. The ACC may grant variances from compliance with any of the provisions of the Design Guidelines or this Declaration, when, in the opinion of the ACC, in its sole and absolute discretion, such variance is justified. All variances must be evidenced in writing and must be signed by at least a Majority of the members of the ACC. Each variance must also be Recorded; provided however, that failure to record a variance will not affect the validity thereof or give rise to any claim or cause of action against the ACC, including the Declarant or its designee, the Association, or the Board. If a variance is granted, no violation of the covenants, conditions, or restrictions contained in this Declaration or the Design Guidelines will be deemed to have occurred with respect to the matter for which the variance was granted. The granting of such variance will not operate to waive or amend any of the terms and provisions of this Declaration or the Design Guidelines for any purpose except as to the particular property and in the particular instance covered by the variance, and such variance will not be considered to establish a precedent for any future waiver, modification, or amendment of the terms and provisions of this Declaration or the Design Guidelines.

7.2.7 Duration of Approval. Unless otherwise directed by the ACC, the approval of the ACC of any plans and specifications, and any variances granted by the ACC, will be valid for a period of one hundred and eighty (180) days only. If construction in accordance with such plans and specifications or variance is not commenced within such one hundred and eighty (180) day period and diligently prosecuted to completion, the Owner will be required to resubmit such plans and specifications or request for a variance to the ACC, and the ACC will have the authority to re-evaluate such plans and specifications in accordance with this Section 7.2.7 and may, in addition, consider any change in circumstances which may have occurred since the time of the original approval.

7.2.8 No Waiver of Future Approvals. The approval of the ACC to any plans or specifications for any work done or proposed in connection with any matter requiring the approval or consent of the ACC will not be deemed to constitute a waiver of any right to withhold approval or consent as to any plans and specifications on any other matter, subsequently or additionally submitted for approval by the same or a different person, nor will such approval or consent be deemed to establish a precedent for future approvals by the ACC.

7.2.9 Non-Liability of Committee Members. NEITHER DECLARANT, THE ACC, NOR ANY PARTNER, EMPLOYEE, DIRECTOR, OFFICER, COMMITTEE MEMBER, OR AGENT WILL BE LIABLE TO ANY OWNER OR TO ANY OTHER PERSON

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FOR ANY LOSS, DAMAGE OR INJURY ARISING OUT OF THE PERFORMANCE OF THE ACC'S DUTIES UNDER THIS DECLARATION.

ARTICLE 8 MORTGAGE PROVISIONS

The following provisions are for the benefit of holders, insurers and guarantors of first Mortgages on Lots within the Property. The provisions of this Article apply to the Declaration and the Bylaws of the Association.

8.1 Notice of Action. An institutional holder, insurer, or guarantor of a first Mortgage which provides a written request to the Association (such request to state the name and address of such holder, insurer, or guarantor and the street address of the Lot to which its Mortgage relates (thereby becoming an "**Eligible Mortgage Holder**")), will be entitled to timely written notice of:

- (i) Any condemnation loss or any casualty loss which affects a material portion of the Property or which affects any Lot on which there is an Eligible Mortgage held, insured, or guaranteed by such Eligible Mortgage Holder; or
- (ii) Any delinquency in the payment of assessments or charges owed for a Lot subject to the Mortgage of such Eligible Mortgage Holder, where such delinquency has continued for a period of sixty (60) days, or any other violation of the Restrictions relating to such Lot or the Owner or Resident which is not cured within sixty (60) days; or
- (iii) Any lapse, cancellation, or material modification of any insurance policy maintained by the Association.

8.2 Examination of Books. The Association will permit Mortgagees to examine the books and records of the Association during normal business hours.

8.3 Taxes, Assessments and Charges. All taxes, assessments and charges that may become liens prior to first lien mortgages under Applicable Law will relate only to the individual Lots and not to any other portion of the Property.

ARTICLE 9 GENERAL PROVISIONS

9.1 Term. The terms, covenants, conditions, restrictions, easements, charges, and liens set out in this Declaration will run with and bind the Property, and will inure to the benefit of and be enforceable by the Association, and every Owner, including Declarant, and their respective legal representatives, heirs, successors, and assigns, for a term beginning on the date

this Declaration is Recorded, and continuing through and including January 1, 2065, after which time this Declaration will be automatically extended for successive periods of ten (10) years unless a change (the word "change" meaning a termination, or change of term or renewal term) is approved in a resolution adopted by Members entitled to cast at least sixty-seven percent (67%) of the total number of votes of the Association, voting in person or by proxy at a meeting duly called for such purpose, written notice of which will be given to all Members at least thirty (30) days in advance and will set forth the purpose of such meeting; provided, however, that such change will be effective only upon the Recording of a certified copy of such resolution. The foregoing sentence shall in no way be interpreted to mean sixty-seven percent (67%) of a quorum as established pursuant to the Bylaws. Notwithstanding any provision in this *Section 9.1* to the contrary, if any provision of this Declaration would be unlawful, void, or voidable by reason of any Applicable Law restricting the period of time that covenants on land may be enforced, such provision will expire twenty-one (21) years after the death of the last survivor of the now living, as of the date that this document is first Recorded, descendants of Elizabeth II, Queen of England.

9.2 Eminent Domain. In the event it becomes necessary for any public authority to acquire all or any part of the Common Area for any public purpose during the period this Declaration is in effect, the Board is hereby authorized to negotiate with such public authority for such acquisition and to execute instruments necessary for that purpose. Should acquisitions by eminent domain become necessary, only the Board need be made a party, and in any event the proceeds received will be held by the Association for the benefit of the Owners. In the event any proceeds attributable to acquisition of Common Area are paid to Owners, such payments will be allocated on the basis of Assessment Units and paid jointly to the Owners and the holders of Mortgages or deeds of trust on the respective Lot.

9.3 Amendment. This Declaration may be amended or terminated by the Recording of an instrument executed and acknowledged by: (i) Declarant acting alone; or (ii) by the president and secretary of the Association setting forth the amendment and certifying that such amendment has been approved by Declarant (until expiration or termination of the Development Period) and Members entitled to cast at least sixty-seven percent (67%) of the number of votes entitled to be cast by members of the Association. No amendment will be effective without the written consent of Declarant, its successors or assigns, during the Development Period. Specifically, and not by way of limitation, Declarant may unilaterally amend this Declaration: (i) to bring any provision into compliance with Applicable Law; (ii) to enable any reputable title insurance company to issue title insurance coverage on any Lot; (iii) to enable any institutional or governmental lender, purchaser, insurer or guarantor of mortgage loans, including, for example, the Federal Home Loan Mortgage Corporation, to make, purchase, insure or guarantee mortgage loans on Lots; or (iv) to comply with any requirements promulgated by a local, state or governmental agency, including, for example, the Department of Housing and Urban Development.

9.4 Roadway and Utility Easements. Declarant reserves the right to create, locate, relocate, construct, erect, and maintain or cause to be created, located, relocated, constructed, erected, and maintained in and on any portion of the Property then owned by Declarant or any streets maintained by the Association, or areas conveyed to the Association, or areas reserved or held as Common Area, roadways, sewer lines, water lines, electrical lines and conduits, and other pipelines, conduits, wires, and any public utility function beneath or above the surface of the ground with the right of access to the same at any time for the purposes of repair and maintenance.

9.5 Enforcement. Except as otherwise provided herein, any Owner of a Lot, at such Owner's own expense, Declarant and the Association will have the right to enforce, by a proceeding at law or in equity, the Restrictions. The Association and/or the Declarant may initiate, defend or intervene in any action brought to enforce any provision of the Restrictions. Such right of enforcement will include both damages for and injunctive relief against the breach of any provision hereof. Every act or omission whereby any provision of the Restrictions is violated, in whole or in part, is hereby declared to be a nuisance and may be enjoined or abated by any Owner of a Lot (at such Owner's own expense), Declarant or the Association. Any violation of any Applicable Law pertaining to the ownership, occupancy, or use of any portion of the Property is hereby declared to be a violation of this Declaration and subject to all of the enforcement procedures set forth herein. Failure to enforce any right, provision, covenant, or condition set forth in the Restrictions will not constitute a waiver of the right to enforce such right, provision, covenants or condition in the future. Failure of the Declarant or the Association to enforce the terms and provisions of the Restrictions shall in no event give rise to any claim or liability against the Declarant, the Association, or any of their partners, directors, officers, or agents. EACH OWNER, BY ACCEPTING TITLE TO ALL OR ANY PORTION OF THE PROPERTY, HEREBY RELEASES AND SHALL HOLD HARMLESS EACH OF THE DECLARANT, THE ASSOCIATION, AND THEIR PARTNERS, DIRECTORS, OFFICERS, OR AGENTS FROM AND AGAINST ANY DAMAGES, CLAIMS, OR LIABILITY ASSOCIATED WITH THE FAILURE OF THE DECLARANT OR THE ASSOCIATION TO ENFORCE THE TERMS AND PROVISIONS OF THE RESTRICTIONS.

9.6 Higher Authority. The terms and provisions of this Declaration are subordinate to Applicable Law. Generally, the terms and provisions of this Declaration are enforceable to the extent they do not violate or conflict with Applicable Law.

9.7 Severability. If any provision of this Declaration is held to be invalid by any court of competent jurisdiction, such invalidity will not affect the validity of any other provision of this Declaration, or, to the extent permitted by Applicable Law, the validity of such provision as applied to any other person or entity.

9.8 Conflicts. If there is any conflict between the provisions of this Declaration, the Certificate, the Bylaws, or any Rules and Regulations adopted pursuant to the terms of such

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documents, the provisions of this Declaration, the Certificate, the Bylaws, and the Rules and Regulations, in such order, will govern.

9.9 Gender. Whenever the context so requires, all words herein in the male gender will be deemed to include the female or neuter gender, all singular words will include the plural, and all plural words will include the singular.

9.10 Acceptance by Grantees. Each grantee of Declarant of a Lot or other real property interest in the Property, by the acceptance of a deed of conveyance, or each subsequent purchaser, accepts the same subject to all terms, restrictions, conditions, covenants, reservations, easements, liens and charges, and the jurisdiction rights and powers created or reserved by this Declaration or to whom this Declaration is subject, and all rights, benefits and privileges of every character hereby granted, created, reserved or declared. Furthermore, each grantee agrees that no assignee or successor to Declarant hereunder will have any liability for any act or omission of Declarant which occurred prior to the effective date of any such succession or assignment. All impositions and obligations hereby imposed will constitute covenants running with the land within the Property, and will bind any person having at any time any interest or estate in the Property, and will inure to the benefit of each Owner in like manner as though the provisions of this Declaration were recited and stipulated at length in each and every deed of conveyance.

9.11 Damage and Destruction. The Association shall undertake the following actions subsequent to damage or destruction of all or any part of the Common Area covered by insurance.

9.11.1 Claims. Promptly after damage or destruction by fire or other casualty to all or any part of the Common Area covered by insurance, the Board, or its duly authorized agent, will proceed with the filing and adjustment of all claims arising under such insurance and obtain reliable and detailed estimates of the cost of repair of the damage. Repair, as used in this *Section 9.11.1*, means repairing or restoring the Common Area to substantially the same condition as existed prior to the fire or other casualty.

9.11.2 Repair Obligations. Any damage to or destruction of the Common Area will be repaired unless a Majority of the Board decides within sixty (60) days after the casualty not to repair. If for any reason either the amount of the insurance proceeds to be paid as a result of such damage or destruction, or reliable and detailed estimates of the cost of repair, or both, are not made available to the Association within said period, then the period will be extended until such information will be made available.

9.11.3 Restoration. In the event that it should be determined by the Board that the damage or destruction of the Common Area will not be repaired and no alternative Improvements are authorized, then the affected portion of the Common Area will be restored to its natural state and maintained as an undeveloped portion of the Common Area by the Association in a neat and attractive condition.

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9.11.4 Special Assessment. If insurance proceeds are paid to restore or repair any damaged or destroyed Common Area, and such proceeds are not sufficient to defray the cost of such repair or restoration, the Board will levy a special Assessment, as provided in *Article 6*, against all Owners. Additional Assessments may be made in like manner at any time during or following the completion of any repair.

9.11.5 Proceeds Payable to Owners. In the event that any proceeds of insurance policies are paid to Owners as a result of any damage or destruction to any Common Area, such payments will be allocated based on Assessment Units and paid jointly to the Owners and the holders of Mortgages or deeds of trust on their Lots.

9.12 No Partition. Except as may be permitted in this Declaration or amendments thereto, no physical partition of the Common Area or any part will be permitted, nor will any person acquiring any interest in the Property or any part seek any such judicial partition unless the Property in question has been removed from the provisions of this Declaration pursuant to *Section 11.4* below. This *Section 9.12* will not be construed to prohibit the Board from acquiring and disposing of tangible personal property or from acquiring title to real property that may or may not be subject to this Declaration, nor will this provision be constructed to prohibit or affect the creation of a condominium regime in accordance with the Texas Uniform Condominium Act.

9.13 Notices. Any notice permitted or required to be given to any person by this Declaration will be in writing and may be delivered either personally or by mail, or as otherwise required by Applicable Law. If delivery is made by mail, it will be deemed to have been delivered on the third (3rd) day (other than a Sunday or legal holiday) after a copy of the same has been deposited in the United States mail, postage prepaid, addressed to the person at the address given by such person to the Association for the purpose of service of notices. Such address may be changed from time to time by notice in writing given by such person to the Association.

9.14 View Impairment. Neither Declarant nor the Association guarantee or represent that any view over and across the Lots, or any open space or Common Area within the Property will be preserved without impairment. Neither the Declarant, the ACC, nor the Association shall have any obligation to relocate, prune, or thin trees or perform other landscaping. The Association (with respect to any Common Area) will have the right to add trees and other landscaping from time to time, subject to Applicable Law. There shall be no express or implied easements for view purposes or for the passage of light and air.

9.15 Safety and Security. Each Owner and Resident of a Lot, and their respective guests and invitees, shall be responsible for their own personal safety and the security of their property within the Property. The Association may, but shall not be obligated to, maintain or support certain activities within the Property designed to promote or enhance the level of safety or security which each person provides for himself or herself and his or her property. However, neither the Association nor Declarant shall in any way be considered insurers or guarantors of

safety or security within the Property, nor shall either be held liable for any loss or damage by reason of failure to provide adequate security or ineffectiveness of security measures undertaken. No representation or warranty is made that any systems or measures, including security monitoring systems or any gate, mechanism or system for limiting access to the Property or the Common Area, cannot be compromised or circumvented; or that any such system or security measures undertaken will in all cases prevent loss or provide the detection or protection for which the system is designed or intended. Each Owner acknowledges, understands, and shall be responsible for informing any Residents of such Owner's Lot that the Association, its Board, its employees, agents, and committees, and the Declarant are not insurers or guarantors of security or safety and that each person within the Property assumes all risks of personal injury and loss or damage to property, including any residences or Improvements constructed upon any Lot and the contents thereof, resulting from acts of third parties.

ARTICLE 10 EASEMENTS

10.1 Right of Ingress and Egress. Declarant, its agents, employees, designees, successors or assigns will have a right of ingress and egress over and the right of access to the Common Area to the extent necessary to use the Common Area and the right to such other temporary uses of the Common Area as may be required or reasonably desirable (as determined by Declarant in its sole discretion) in connection with the construction and development of the Property. The Property shall be subject to a perpetual non-exclusive easement for the installation and maintenance, including the right to read meters, service or repair lines and equipment, and to do everything and anything necessary to properly maintain and furnish the Community Systems and the facilities pertinent and necessary to the same, which easement shall run in favor of Declarant. Declarant shall have the right, but not the obligation, to install and provide the Community Systems and to provide the services available through the Community Systems to any and all Lots within the Property. Neither the Association nor any Owner shall have any interest therein. Any or all of such services may be provided either directly through the Association and paid for as part of the Assessments or paid directly to Declarant, any affiliate of Declarant, or a third party, by the Owner who receives the services. The Community Systems shall be the property of Declarant unless transferred by Declarant, whereupon any proceeds of such transfer shall belong to Declarant. Declarant shall have the right but not the obligation to convey, transfer, sell or assign all or any portion of the Community Systems or all or any portion of the rights, duties or obligations with respect thereto, to the Association or to any person or entity. The rights of Declarant with respect to the Community Systems installed by Declarant and the services provided through such Community Systems are exclusive, and no other person or entity may provide such services through the Community Systems installed by Declarant without the prior written consent of Declarant. In recognition of the fact that interruptions in cable television and other Community Systems services will occur from time to time, no person or entity described above shall in any manner be liable, and no user of any Community System shall be entitled to any refund, rebate,

discount or offset in applicable fees, for any interruption in Community Systems services, regardless of whether or not same is caused by reasons within the control of the then-provider of such services.

10.2 Reserved Easements. All dedications, limitations, restrictions, easements, rights-of-way, licenses, leases, encumbrances and reservations shown on any Plat or otherwise Recorded against the Property and all grants and dedications of easements, rights-of-way, restrictions and related rights made by Declarant or any third party prior to the Property becoming subject to this Declaration are incorporated herein by reference and made a part of this Declaration for all purposes as if fully set forth herein, and will be construed as being adopted in each and every contract, deed or conveyance executed or to be executed by or on behalf of Declarant. Declarant reserves the right to relocate, make changes in, and additions to said dedications, limitations, restrictions, easements, rights-of-way, licenses, leases, encumbrances, reservations and other grants for the purpose of developing the Property.

10.3 Utility Easements. Declarant hereby reserves unto itself and Declarant's successors and assigns a perpetual non-exclusive easement over and across the Property for: (i) the installation, operation and maintenance of utilities and associated infrastructure to serve the Property and any other property owned by Declarant; (ii) the installation, operation and maintenance of cable lines and associated infrastructure for sending and receiving data and/or other electronic signals, security and similar services to serve the Property and any other property owned by Declarant; and (iii) the installation, operation and maintenance of, roadways, gates, walkways, pathways and trails, drainage systems, street lights and signage to serve the Property and any other property owned by Declarant. Declarant will be entitled to unilaterally assign the easements reserved hereunder to any third party who owns, operates or maintains the facilities and Improvements described in (i) through (iii) of this *Section 10.3*. The exercise of the easement reserved herein will not extend to permitting entry into any residence, nor will it unreasonably interfere with the use of any Lot or residence or Improvement constructed thereon.

10.4 Subdivision Entry and Fencing Easement. Declarant reserves for itself and the Association, an easement over and across the Property for the installation, maintenance, repair or replacement of certain subdivision entry facilities and fencing which serves the Property. Declarant will have the right, from time to time, to Record a written notice which identifies the subdivision entry facilities fencing to which the easement reserved hereunder applies. Declarant may designate all or any portion of the subdivision entry facilities and/or fencing as Common Area by Recorded written notice. The exercise of the easements reserved hereunder will not extend to permitting entry into any residence, nor will it unreasonably interfere with the use of any Lot or residence or Improvement constructed thereon.

10.5 Landscape and Monument Sign Easement. Declarant hereby reserves for itself and the Association, an easement over and across the Property for the installation, maintenance, repair or replacement of one or more monument signs which serve the Property. Declarant will

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have the right, from time to time, to Record a written notice, which identifies those portions of the Property to which the easement reserved hereunder applies. Declarant designates the easement areas reserved hereunder as Common Area. The exercise of the easements reserved hereunder will not extend to permitting entry into any residence, nor will it unreasonably interfere with the use of any Lot or residence or Improvement constructed thereon.

ARTICLE 11 DEVELOPMENT RIGHTS

11.1 Development by Declarant. It is contemplated that the Property will be developed pursuant to a plan, which may, from time to time, be amended or modified. Declarant reserves the right, but will not be obligated, to pursue the development, construction and marketing of the Property, the right to direct the size, shape, and composition of the Property, the right to create and/or designate Lots or Common Area, and to subdivide all or any portion of the Property, subject to any limitations imposed on portions of the Property by any applicable Plat. Collectively, the rights reserved to the Declarant as set forth in this Declaration shall be known as the "Development Rights", and Declarant hereby reserves the right and privilege for itself, and/or its assigns, to exercise the Development Rights, and any other rights reserved on behalf of the Declarant as set forth in this Declaration until twenty-four (24) months after the expiration or termination of the Development Period, except the right to appoint and remove Board members and officers of the Association which shall be governed by the provisions set out in *Section 4.3*. These rights may be exercised with respect to any portions of the Property or the Common Area. As each portion of the Property is developed or dedicated, Declarant may designate the use, classification and such additional covenants, conditions and restrictions as Declarant may deem appropriate for such Property.

11.2 Special Declarant Rights. Notwithstanding any provision of this Declaration to the contrary, at all times, Declarant will have the right and privilege: (i) to erect and maintain advertising signs (illuminated or non-illuminated), sales flags, other sales devices and banners for the purpose of aiding the sale of Lots in the Property; (ii) to maintain Improvements upon Lots as sales, model, management, business and construction offices; and (iii) to maintain and locate construction trailers and construction tools and equipment within the Property. The construction, placement or maintenance of Improvements by Declarant will not be considered a nuisance, and Declarant hereby reserves the right and privilege for itself to conduct the activities enumerated in this *Section 11.2* until twenty-four months (24) months after expiration or termination of the Development Period.

11.3 Addition of Land. Declarant may, at any time and from time to time, add additional lands to the Property. Upon the filing of a notice of addition of land, such land will be considered part of the Property for purposes of this Declaration, and such added lands will be considered part of the Property subject to this Declaration and the terms, covenants, conditions, restrictions and obligations set forth in this Declaration, and the rights, privileges, duties and liabilities of the persons subject to this Declaration will be the same with respect to

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such added land as with respect to the lands originally covered by this Declaration. To add lands to the Property, Declarant will be required only to Record a notice of addition of land containing the following provisions:

- (i) A reference to this Declaration, which reference will state the document number or volume and initial page number of the Official Public Records of Tarrant County wherein this Declaration is Recorded;
- (ii) A statement that such land will be considered Property for purposes of this Declaration, and that all of the terms, covenants, conditions, restrictions and obligations of this Declaration will apply to the added land; and
- (iii) A legal description of the added land.

11.4 Withdrawal of Land. Declarant may, at any time and from time to time, reduce or withdraw land from the Property, and remove and exclude from the burden of this Declaration and the jurisdiction of the Association any portion of the Property. Upon any such withdrawal and removal this Declaration and the covenants conditions, restrictions and obligations set forth herein will no longer apply to the portion of the Property withdrawn. To withdraw lands from the Property hereunder, Declarant will be required only to Record a notice of withdrawal of land containing the following provisions:

- (i) A reference to this Declaration, which reference will state the document number or volume and initial page number of the Official Public Records of Tarrant County wherein this Declaration is recorded;
- (ii) A statement that the provisions of this Declaration will no longer apply to the withdrawn land; and
- (iii) A legal description of the withdrawn land.

11.5 Assignment of Declarant's Rights. Notwithstanding any provision in this Declaration to the contrary, Declarant may, by written instrument, assign, in whole or in part, any of its privileges, exemptions, rights and duties under this Declaration to any person or entity and may permit the participation, in whole, in part, exclusively, or non-exclusively, by any other person or entity in any of its privileges, exemptions, rights and duties hereunder.

ARTICLE 12 DISPUTE RESOLUTION

12.1 Introduction and Definitions. The Association, the Owners, Declarant, all persons subject to this Declaration, and any person not otherwise subject to this Declaration who agrees to submit to this Article (collectively, the "**Parties**") agree to encourage the amicable

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resolution of disputes involving the Property and to avoid the emotional and financial costs of litigation and arbitration if at all possible. Accordingly, each Party hereby covenants and agrees that this Article applies to all Claims as hereafter defined. This *Article 12* may only be amended with the prior written approval of the Declarant, the Association (acting through a Majority of the Board), and Owners holding 100% of the votes in the Association. As used in this Article only, the following words, when capitalized, have the following specified meanings:

(i) **"Claim"** means:

- A. Claims relating to the rights and/or duties of Declarant, the Association, or an Owner, under the Restrictions.
- B. Claims relating to the acts or omissions of the Declarant or the Association during control and administration of the Association, any claim asserted against the ACC, and any claims asserted against a Board or a person serving as a Board member or officer of the Association, or the ACC.
- C. Claims relating to the design or construction of Improvements on the Common Areas or Lots located within the Property.

A "Claim", for purposes of this Article 12, shall in no event include any action or proceeding initiated by the City to enforce Section 4.14, or any action deemed necessary or required, in the City's sole discretion, to exercise any rights afforded to the City pursuant to Section 4.14.

(ii) **"Claimant"** means any Party having a Claim against any other Party.

(iii) **"Respondent"** means any Party against which a Claim has been asserted by a Claimant.

12.2 Mandatory Procedures. Claimant may not initiate any proceeding before any administrative tribunal seeking redress of resolution of its Claim until Claimant has complied with the procedures of this Article. As provided in *Section 12.8* below, a Claim will be resolved by binding arbitration.

12.3 Claim Affecting Common Areas. In accordance with *Section 4.17* of this Declaration, the Association does not have the power or right to institute, defend, intervene in, settle, or compromise litigation or administrative proceedings: (i) in the name of or on behalf of any Lot Owner (whether one or more); or (ii) pertaining to a Claim, as defined in *Section 12.1* above, relating to the design or construction of Improvements on a Lot (whether one or more). In the event the Association or a Lot Owner asserts a Claim related to the Common Areas, as a precondition to providing the Notice defined in *Section 12.4*, initiating the mandatory dispute

resolution procedures set forth in this *Article 12*, or taking any other action to prosecute a Claim related to the Common Areas, the Association or a Lot Owner, as applicable, must:

12.3.1 Independent Report on the Condition of the Common Areas. Obtain an independent third-party report (the “**Common Area Report**”) from a licensed professional engineer which: (i) identifies the Common Areas subject to the Claim including the present physical condition of the Common Areas; (ii) describes any modification, maintenance, or repairs to the Common Areas performed by the Lot Owner(s) and/or the Association; and (iii) provides specific and detailed recommendations regarding remediation and/or repair of the Common Areas subject to the Claim. For the purposes of this Section, an independent third-party report is a report obtained directly by the Association or a Lot Owner and paid for by the Association or a Lot Owner, as applicable, and not prepared by a person employed by or otherwise affiliated with the attorney or law firm that represents or will represent the Association or a Lot Owner in the Claim. As a precondition to providing the Notice described in *Section 12.4*, the Association or Lot Owner must provide at least ten (10) days prior written notice of the inspection to each party subject to a Claim which notice shall identify the independent third-party engaged to prepare the Common Area Report, the specific Common Areas to be inspected, and the date and time the inspection will occur. Each party subject to a Claim may attend the inspection, personally or through an agent. Upon completion, the Common Area Report shall be provided to each party subject to a Claim. In addition, before providing the Notice described in *Section 12.4*, the Association or the Lot Owner, as applicable, shall have permitted each party subject to a Claim the right, for a period of ninety (90) days, to inspect and correct, any condition identified in the Common Area Report.

12.3.2 Claim by the Association - Owner Meeting and Approval. If the Claim is prosecuted by the Association, obtain approval from Members holding sixty-seven percent (67%) of the votes in the Association to provide the Notice described in *Section 12.4*, initiate the mandatory dispute resolution procedures set forth in this *Article 12*, or take any other action to prosecute a Claim, which approval from Members must be obtained at a special meeting of Members called in accordance with the Bylaws. The notice of meeting required hereunder will be provided pursuant to the Bylaws but the notice must also include: (i) the nature of the Claim, the relief sought, the anticipated duration of prosecuting the Claim, and the likelihood of success; (ii) a copy of the Common Area Report; (iii) a copy of any proposed engagement letter, with the terms of such engagement between the Association and an attorney to be engaged by the Association to assert or provide assistance with the claim (the “**Engagement Letter**”); (iv) a description of the attorney fees, consultant fees, expert witness fees, and court costs, whether incurred by the Association directly or for which it may be liable if it is not the prevailing party or that the Association will be required, pursuant to the Engagement Letter or otherwise, to pay if the Association elects to not proceed with the Claim; (v) a summary of the steps previously taken, and proposed to be taken, to resolve the Claim; (vi) an estimate of the impact on the value of each Lot if the Claim is prosecuted and an estimate of the impact on the value of each Lot after resolution of the Claim; (vii) an estimate of the impact on the marketability of each Lot if the Claim is prosecuted and during prosecution of the

Claim, and an estimate of the impact on the value of each Lot during and after resolution of the Claim; (viii) the manner in which the Association proposes to fund the cost of prosecuting the Claim; and (ix) the impact on the finances of the Association, including the impact on present and projected reserves, in the event the Association is not the prevailing party. The notice required by this paragraph must be prepared and signed by a person other than, and not employed by or otherwise affiliated with, the attorney or law firm that represents or will represent the Association or Lot Owner, as applicable, in the Claim. In the event Members approve providing the Notice described in *Section 12.4*, or taking any other action to prosecute a Claim, the Members holding a Majority of the votes in the Association, at a special meeting called in accordance with the Bylaws, may elect to discontinue prosecution or pursuit of the Claim.

12.4 Notice. Claimant must notify Respondent in writing of the Claim (the “Notice”), stating plainly and concisely: (i) the nature of the Claim, including date, time, location, persons involved, and Respondent’s role in the Claim; (ii) the basis of the Claim (i.e., the provision of the Restrictions or other authority out of which the Claim arises); (iii) what Claimant wants Respondent to do or not do to resolve the Claim; and (iv) that the Notice is given pursuant to this Section. For Claims governed by Chapter 27 of the Texas Property Code, the time period for negotiation in *Section 12.5* below, is equivalent to the sixty (60) day period under Section 27.004 of the Texas Property Code. If a Claim is subject to Chapter 27 of the Texas Property Code, the Claimant and Respondent are advised, in addition to compliance with *Section 12.5*, to comply with the terms and provisions of Section 27.004 during such sixty (60) day period. *Section 12.5* does not modify or extend the time period set forth in Section 27.004 of the Texas Property Code. Failure to comply with the time periods or actions specified in Section 27.004 could affect a Claim if the Claim is subject to Chapter 27 of the Texas Property Code. The one hundred and twenty (120) day period for mediation set forth in *Section 12.6* below, is intended to provide the Claimant and Respondent with sufficient time to resolve the Claim in the event resolution is not accomplished during negotiation. If the Claim is not resolved during negotiation, mediation pursuant to *Section 12.6* is required without regard to the monetary amount of the Claim.

If the Claimant is the Association, the Notice will also include: (a) a true and correct copy of the Common Area Report; (b) a copy of the Engagement Letter; (c) copies of all reports, studies, analyses, and recommendations obtained by the Association related to the Common Area which forms the basis of the Claim; (d) a true and correct copy of the special meeting notice provided to Members in accordance with *Section 12.4* above; and (e) reasonable and credible evidence confirming that Members holding sixty-seven percent (67%) of the votes in the Association approved providing the Notice. If the Claimant is not the Association and pertains to the Common Areas, the Notice will also include a true and correct copy of the Common Area Report.

12.5 Negotiation. Claimant and Respondent will make every reasonable effort to meet in person to resolve the Claim by good faith negotiation. Within sixty (60) days after

Respondent's receipt of the Notice, Respondent and Claimant will meet at a mutually acceptable place and time to discuss the Claim. If the Claim involves all or any portion of the Property, then at such meeting or at some other mutually-agreeable time, Respondent and Respondent's representatives will have full access to the Property that is subject to the Claim for the purposes of inspecting the Property. If Respondent elects to take corrective action, Claimant will provide Respondent and Respondent's representatives and agents with full access to the Property to take and complete corrective action.

12.6 Mediation. If the parties negotiate, but do not resolve the Claim through negotiation within one-hundred twenty (120) days from the date of the Notice (or within such other period as may be agreed on by the parties), Claimant will have thirty (30) additional days within which to submit the Claim to mediation under the auspices of a mediation center or individual mediator on which the parties mutually agree. The mediator must have at least five (5) years of experience serving as a mediator and must have technical knowledge or expertise appropriate to the subject matter of the Claim. If Claimant does not submit the Claim to mediation within the 30-day period, Respondent will submit the Claim to mediation in accordance with this *Section 12.6*.

12.7 Termination Of Mediation. If the Parties do not settle the Claim within thirty (30) days after submission to mediation, or within a time deemed reasonable by the mediator, the mediator will issue a notice of termination of the mediation proceedings indicating that the Parties are at an impasse and the date that mediation was terminated. Thereafter, Claimant may file suit or initiate arbitration proceedings on the Claim, as appropriate and permitted by this Article.

12.8 Binding Arbitration-Claims. All Claims must be settled by binding arbitration. Claimant or Respondent may, by summary proceedings (e.g., a plea in abatement or motion to stay further proceedings), bring an action in court to compel arbitration of any Claim not referred to arbitration as required by this *Section 12.8*.

12.8.1 Governing Rules. If a Claim has not been resolved after mediation as required by *Section 12.6*, the Claim will be resolved by binding arbitration in accordance with the terms of this *Section 12.8* and the rules and procedures of the American Arbitration Association ("AAA") or, if the AAA is unable or unwilling to act as the arbitrator, then the arbitration shall be conducted by another neutral reputable arbitration service selected by Respondent in Tarrant County, Texas. Regardless of what entity or person is acting as the arbitrator, the arbitration shall be conducted in accordance with the AAA's "Construction Industry Dispute Resolution Procedures" and, if they apply to the disagreement, the rules contained in the Supplementary Procedures for Consumer-Related Disputes. If such Rules have changed or been renamed by the time a disagreement arises, then the successor rules will apply. Also, despite the choice of rules governing the arbitration of any Claim, if the AAA has, by the time of Claim, identified different rules that would specifically apply to the Claim, then those rules will apply instead of the rules identified above. In the event of any inconsistency between

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any such applicable rules and this *Section 12.8*, this *Section 12.8* will control. Judgment upon the award rendered by the arbitrator shall be binding and not subject to appeal, but may be reduced to judgment in any court having jurisdiction. Notwithstanding any provision to the contrary or any applicable rules for arbitration, any arbitration with respect to Claims arising hereunder shall be conducted by a panel of three (3) arbitrators, to be chosen as follows:

- (i) One arbitrator shall be selected by Respondent, in its sole and absolute discretion;
- (ii) One arbitrator shall be selected by the Claimant, in its sole and absolute discretion; and
- (iii) One arbitrator shall be selected by mutual agreement of the arbitrators having been selected by Respondent and the Claimant, in their sole and absolute discretion.

12.8.2 Exceptions to Arbitration; Preservation of Remedies. No provision of, nor the exercise of any rights under, this *Section 12.8* will limit the right of Claimant or Respondent, and Claimant and the Respondent will have the right during any Claim, to seek, use, and employ ancillary or preliminary remedies, judicial or otherwise, for the purposes of realizing upon, preserving, or protecting upon any property, real or personal, that is involved in a Claim, including, without limitation, rights and remedies relating to: (i) exercising self-help remedies (including set-off rights); or (ii) obtaining provisions or ancillary remedies such as injunctive relief, sequestration, attachment, garnishment, or the appointment of a receiver from a court having jurisdiction before, during, or after the pendency of any arbitration. The institution and maintenance of an action for judicial relief or pursuit of provisional or ancillary remedies or exercise of self-help remedies shall not constitute a waiver of the right of any party to submit the Claim to arbitration nor render inapplicable the compulsory arbitration provisions hereof.

12.8.3 Statute of Limitations. All statutes of limitation that would otherwise be applicable shall apply to any arbitration proceeding under this *Section 12.8*.

12.8.4 Scope of Award; Modification or Vacation of Award. The arbitrator shall resolve all Claims in accordance with the applicable substantive law. The arbitrator may grant any remedy or relief that the arbitrator deems just and equitable and within the scope of this *Section 12.8* and subject to *Section 12.9* below (attorney's fees and costs may not be awarded by the arbitrator); provided, however, that for a Claim, or any portion of a Claim governed by Chapter 27 of the Texas Property Code, or any successor statute, in no event shall the arbitrator award damages which exceed the damages a Claimant would be entitled to under Chapter 27 of the Texas Property Code. In all arbitration proceedings the arbitrator shall make specific, written findings of fact and conclusions of law. In all arbitration proceedings the parties shall have the right to seek vacation or modification of any award that is based in whole, or in part, on (i) factual findings that have no legally or factually sufficient evidence, as those terms are

defined in Texas law; (ii) conclusions of law that are erroneous; (iii) an error of federal or state law; or (iv) a cause of action or remedy not expressly provided under existing state or federal law. In no event may an arbitrator award speculative, consequential, or punitive damages for any Claim.

12.8.5 Other Matters. To the maximum extent practicable, an arbitration proceeding hereunder shall be concluded within one hundred and eighty (180) days of the filing of the Claim for arbitration by notice from either party to the other. Arbitration proceedings hereunder shall be conducted in Tarrant County, Texas. The arbitrator shall be empowered to impose sanctions and to take such other actions as the arbitrator deems necessary to the same extent a judge could pursuant to the Federal Rules of Civil Procedure, the Texas Rules of Civil Procedure and Applicable Law. Each party agrees to keep all Claims and arbitration proceedings strictly confidential, except for disclosures of information required in the ordinary course of business of the parties or by Applicable Law or regulation. In no event shall any party discuss with the news media or grant any interviews with the news media regarding a Claim or issue any press release regarding any Claim without the written consent of the other parties to the Claim.

12.9 Allocation Of Costs. Notwithstanding any provision in this Declaration to the contrary, each party bears all of its own costs incurred prior to and during the proceedings described in the Notice, Negotiation, Mediation, and Arbitration sections above, including its attorney's fees. Respondent and Claimant will equally divide all expenses and fees charged by the mediator and arbitrator.

12.10 General Provisions. A release or discharge of Respondent from liability to Claimant on account of the Claim does not release Respondent from liability to persons who are not party to Claimant's Claim.

12.11 Period of Limitation.

12.11.1 For Actions by an Owner. The exclusive period of limitation for any of the Parties to bring any Claim, including, but not limited to, a Claim of construction defect or defective design of Improvements on the Common Areas or Lots, shall be the earliest of: (i) for Claims alleging construction defect or defective design, two (2) years and one (1) day from the date that the Owner discovered or reasonably should have discovered evidence of the Claim; (ii) for Claims other than those alleging construction defect or defective design, four (4) years and one (1) day from the date that the Owner discovered or reasonably should have discovered evidence of the Claim.

12.11.2 For Actions by the Association. The exclusive period of limitation for the Association to bring any Claim, including, but not limited to, a Claim of construction defect or defective design of the Common Areas, shall be the earliest of: (i) for Claims alleging construction defect or defective design, two (2) years and one (1) day from the date that the Association or its agents discovered or reasonably should have discovered evidence of the

Claim; (ii) for Claims other than those alleging construction defect or defective design of the Common Areas, four (4) years and one (1) day from the date that the Association discovered or reasonably should have discovered evidence of the Claim.

12.12 Funding Arbitration and Litigation. The Association must levy a Special Assessment to fund the estimated costs of arbitration, including estimated attorney's fees, conducted pursuant to this *Article 12* or any judicial action initiated by the Association. The Association may not use its annual operating income or reserve funds or savings to fund arbitration or litigation, unless the Association's annual budget or a savings account was established and funded from its inception as an arbitration and litigation reserve fund.

[SIGNATURE PAGE FOLLOWS]

EXECUTED to be effective on the date this instrument is Recorded.

**WILBOW-OAKLEIGH DEVELOPMENT
CORPORATION,**
a Texas corporation

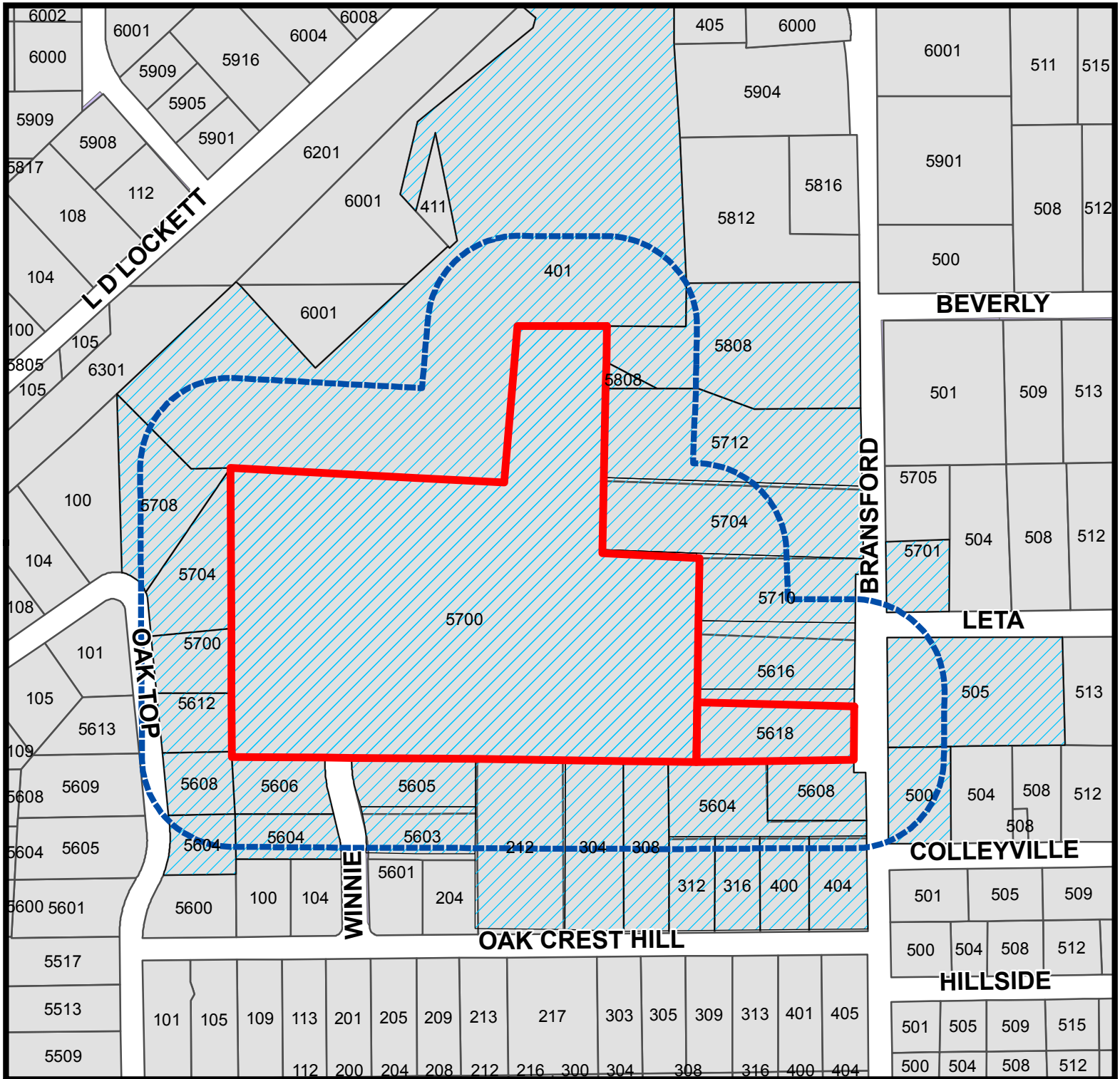
Title: _____

THE STATE OF TEXAS §
COUNTY OF _____ §

This instrument was acknowledged before me on this _____ day of _____, 2016, by _____, _____ of Wilbow-Oakleigh Development Corporation, a Texas corporation, on behalf of said corporation.

Notary Public, State of Texas

NOTIFICATION MAP



PC16-003

5700 WINNIE DRIVE AND 5618 BRANSFORD ROAD



1 inch = 304 feet

- Subject Property
- 200 ft. Buffer
- Properties within 200 ft.

Vicinity Map



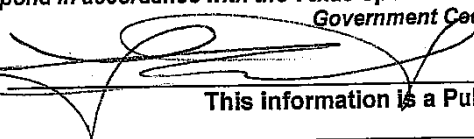
DISCLAIMER: This map and information contained in it were developed exclusively for use by the City of Colleyville. Any use or reliance on this map by anyone else is at that party's risk and without liability to the City of Colleyville, its officials or employees for any discrepancies, errors, or variances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

Notification List

Owner Name	Owner Address	Owner City	Owner Zip	Situs Address
MINOR, ARVIL	5808 BRANSFORD RD	COLLEYVILLE, TX	76034	5808 BRANSFORD RD
BURTIN, VIOLET M	312 OAK CREST HILL DR	COLLEYVILLE, TX	76034	312 OAK CREST HILL DR
WRIGHT, TRENTON	316 OAK CREST HILL DR	COLLEYVILLE, TX	76034	316 OAK CREST HILL DR
TANNER, BRUCE	5616 BRANSFORD RD	COLLEYVILLE, TX	76034	5616 BRANSFORD RD
BARLOW, RONALD M	304 OAK CREST HILL DR	COLLEYVILLE, TX	76034	304 OAK CREST HILL DR
COLEY, LILA J	401 SHELTON DR	COLLEYVILLE, TX	76034	401 SHELTON DR
DEVEREAUX, WALTER J	5608 OAK TOP DR	COLLEYVILLE, TX	76034	5608 OAK TOP DR
HEITMAN, NICHOLAS	400 OAK CREST HILL DR	COLLEYVILLE, TX	76034	400 OAK CREST HILL DR
TATE, FREDERICK C	5605 WINNIE DR	COLLEYVILLE, TX	76034	5605 WINNIE DR
SCHWARTZKOPF, KRISTINA	5612 OAK TOP DR	COLLEYVILLE, TX	76034	5612 OAK TOP DR
FRANCIS, CHERYL ANN	308 OAK CREST HILL DR	COLLEYVILLE, TX	76034	308 OAK CREST HILL DR
GREEN, REVVIE A	5604 WINNIE DR	COLLEYVILLE, TX	76034	5604 WINNIE DR
HACKBARTH, JULIE	6732 ST MORITZ PKWY	COLLEYVILLE, TX	76034	212 OAK CREST HILL DR
BOSTON, DOUGLAS	5606 WINNIE DR	COLLEYVILLE, TX	76034	5606 WINNIE DR
TRAN, THAI V	5603 WINNIE DR	COLLEYVILLE, TX	76034	5603 WINNIE DR
VALLE, SERGIO	404 OAK CREST HILL DR	COLLEYVILLE, TX	76034	404 OAK CREST HILL DR
MILAKOVICH, JOEL	PO BOX 130	COLLEYVILLE, TX	76034	5604 BRANSFORD RD
ALVARADO, PATRICIA L	500 COLLEYVILLE TERR	COLLEYVILLE, TX	76034	500 COLLEYVILLE TERR
XTO ENERGY INC	PO BOX 53	HOUSTON, TX	77001	5700 WINNIE DR
XTO ENERGY INC	PO BOX 53	HOUSTON, TX	77001	5700 WINNIE DR
NEMERGUT, S P	5700 OAK TOP DR	COLLEYVILLE, TX	76034	5700 OAK TOP DR
LANE, TROY T	5604 OAK TOP DR	COLLEYVILLE, TX	76034	5604 OAK TOP DR
BRADSHAW, BOB	5708 OAK TOP DR	COLLEYVILLE, TX	76034	5708 OAK TOP DR
XTO ENERGY INC	PO BOX 53	HOUSTON, TX	77001	5710 BRANSFORD RD
XTO ENERGY INC	PO BOX 53	HOUSTON, TX	77001	5618 BRANSFORD RD
CARNEY, MAX	5712 BRANSFORD RD	COLLEYVILLE, TX	76034	5712 BRANSFORD RD
GARRISON, LISA	5704 BRANSFORD RD	COLLEYVILLE, TX	76034	5704 BRANSFORD RD
GRAY, JAMES M	505 LETA LN	COLLEYVILLE, TX	76034	505 LETA LN
WEST, GARY R	104 OAK VALLEY DR	COLLEYVILLE, TX	76034	5701 BRANSFORD RD
UTLEY, WILLIAM B	5704 OAK TOP DR	COLLEYVILLE, TX	76034	5704 OAK TOP DR
BUCKLEY, RACHEL L	5608 BRANSFORD RD	COLLEYVILLE, TX	76034	5608 BRANSFORD RD
NORTHSTAR BANK OF TEXAS	400 N CARROLL BLVD	DENTON, TX	76201	5808 BRANSFORD RD
WPC ACQUISITIONS, INC.	4131 N. CENTRAL EXPY, STE. 9	DALLAS, TX	75204	APPLICANT
GRAPEVINE-COLLEYVILLE ISD	3051 IRA WOODS AVE E	GRAPEVINE, TX	76051	STATE LAW REQUIRED

Public hearing notices were mailed
Thursday, December 22, 2016 by
Araceli Botello

Speaker Card - Opposition

Date: <u>9 Jan 2017</u>	SPEAKER CARD
☐ I will speak in Support of this item.	
☒ I will speak in Opposition to this item.	
☐ I do not wish to speak, but please record my: ☐ support ☐ opposition	
Agenda Item Number: _____	
Name: <u>Joel Milakovich</u>	
Address: <u>5604 Brownsford</u>	
City: <u>Colleyville</u>	State: <u>Tx</u> Zip Code: <u>76034</u>
Telephone Number: <u>806 477 0222</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: 	
This information is a Public Record.	

Speaker Card - Opposition

Date: 1-9-17

SPEAKER CARD

☐ I will speak In Support of this item.

☐ I will speak In Opposition to this item.

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

Agenda Item Number: _____

Name: Cheryl Ann Francis

Address: 308 Oak Crest Hill Dr

City: Colleyville

State: TX

Zip Code: 76034

Telephone Number: 817 832-1189

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: [Signature]

This information is a Public Record.

Date: _____

SPEAKER CARD

☐ I will speak In Support of this item.

☒ I will speak In Opposition to this item.

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

Agenda Item Number: _____

Name: Marla Valle

Address: 404 Oak Crest Hill Dr

City: Colleyville

State: TX

Zip Code: 76034

Telephone Number: 817 235 2159

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: Marla Valle

This information is a Public Record.

RESOLUTION R-17-4091

**A RESOLUTION APPROVING A COMBINATION
PRELIMINARY/FINAL PLAT FOR THE OAKLEIGH ADDITION**

WHEREAS, the Planning and Zoning Commission recommended approval of the Combination Preliminary/Final plat for the Oakleigh Addition on January 9, 2017.

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

Sec. 1. THAT the Combination Preliminary/Final plat for the Oakleigh Addition, on approximately 17.047 acres, as seen in the attached Exhibit "A" - Plat Exhibit, is hereby approved.

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF ____ AYES, ____ NAYS, AND ____ ABSTENTIONS ON THIS THE 7TH DAY OF FEBRUARY 2017.

Mayor Richard Newton
Place 1, Tammy Nakamura
Place 2, Bobby Lindamood
Place 4, Jody Short

Mayor Pro Tem Chris Putnam
Place 5, Nancy Coplen
Place 6, Mike Taylor

ATTEST:

CITY OF COLLEYVILLE

Amy Shelley, TRMC
City Secretary

Richard Newton
Mayor

RESOLUTION R-17-4092

**A RESOLUTION APPROVING CITY COUNCIL ACTION
UNDER BUSINESS AT THE REGULAR CITY COUNCIL MEETING OF
FEBRUARY 7, 2017**

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 7TH DAY OF FEBRUARY 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