



City of Colleyville City Council Agenda

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

Tuesday, May 16, 2017

**WORKSESSION
4:30 PM
EXECUTIVE CONFERENCE ROOM
THIRD FLOOR**

CALL TO ORDER

- WS-1** Update on the Senior Center facility usage
- WS-2** Discussion of the STAR (Status, Transparency, Accountability, & Results) Report
- WS-3** Duck Crossing Signs on Riverwalk Drive
- WS-4** Cherry Lane fencing and related Land Development Code policy direction
- WS-5** Discussion of the May 16, 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 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 551.072 - Real Estate - Deliberate the purchase, exchange, lease, or value of real property for City facilities

Section 551.074 – Personnel – Deliberate the appointment, employment, evaluations, and the duties of the city manager

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

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

INVOCATION: Dave Jung, Crown of Life

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-17-4128

3. OATH OF OFFICE

Kathy Wheat, Place 3
George Dodson, Place 4

4. RECEPTION FOR INCOMING CITY COUNCIL MEMBERS

5. ANNOUNCEMENTS, PROCLAMATIONS, AND PRESENTATIONS

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

In recognition of the Featured Business of the Month - Vitality Bowls, 5615 Colleyville Boulevard, Suite 420, Anita Etta, owner - Mayor Richard Newton and Interim Assistant City Manager/Executive Director of Economic Development and Communications Mark Wood

6. ELECTION OF A MAYOR PRO TEM

7. CONSENT: READING AND PUBLIC HEARING - Resolution R-17-4129

7a Approval of the minutes of the regular City Council meeting of May 2, 2017

7b Approval of an Interlocal Agreement for Mutual Access to cloudLibrary Digital Resources, designation of the Library and Recreation Director as the designated liaison for the City of Colleyville; and authorize the city manager to execute the Agreement

7c Approval of an Interlocal Agreement with Tarrant County for the rehabilitation of John McCain Road from Westcoat Drive to Pleasant Run Road, and authorize the city manager to execute the Agreement

8. ORDINANCE(S): FIRST READING AND PUBLIC HEARING**8a Ordinance O-17-2011**

Approving a negotiated settlement between the Atmos Cities Steering Committee and Atmos Energy Corp., Mid-Tex Division, regarding the Company's 2017 Rate Review Mechanism Filing and adopting tariffs that reflect rate adjustments consistent with the negotiated settlement

9. RESOLUTION(S): READING AND PUBLIC HEARING**9a Resolution R-17-4130**

Consideration of a request for the abandonment of a utility easement for the property located at 409 Timberline Drive South, Lot 1R1, Block 3, of the Highland Acres Addition

9b Resolution R-17-4131

Appointment of a Contracting Party Representative and Alternate Contracting Party Representative to represent the City of Colleyville at the Trinity River Authority's Tarrant County Water Supply Project Customer City meetings

9c Resolution R-17-4132

Appointment of a Contracting Party Representative and Alternate Contracting Party Representative to the Advisory Committee of the Trinity River Authority's Central Regional Wastewater System

9d Resolution R-17-4133

A resolution establishing a Colleyville Sidewalks Ad Hoc Committee

10. DISCUSSION OF ITEMS NOT FOR ACTION AND PUBLIC HEARING

10a Monthly Financial Report - April 2017

10b Quarterly Performance Management Report

11. CITIZEN COMMENTS/PRESENTATIONS REGARDING ITEMS NOT ON THE AGENDA**12. REPORTS**

Planning and Zoning Commission Minutes - April 10, 2017

Zoning Board of Adjustment Minutes - April 11, 2017

13. ACTION/RESOLUTION: DISCUSSION AND CONSIDERATION OF A RESOLUTION RATIFYING COUNCIL AGENDA ACTION FOR May 16, 2017 - READING AND PUBLIC HEARING - RESOLUTION R-17-4134

14. ADJOURNMENT

I hereby certify this agenda was posted on City Hall bulletin boards Friday, May 12, 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 05/16/2017

Type Worksession

Department Library

Title

Update on the Senior Center facility usage

Strategic Plan

5.3 - Provide attractive, facilities for leisure and recreation

Explanation

At the request of Mayor Richard Newton, this agenda item provides City Council with an overview of the utilization of the Colleyville Senior Center.

During the April 4, 2017, City Council Worksession, staff provided a presentation regarding information on the recreation programs held at the Senior Center including the days, times, and room utilization. At the conclusion of the presentation, City Council directed staff to draft a policy which allows Colleyville based non-profit groups to utilize the Senior Center for meetings.

Staff seeks City Council direction on any policy change for the utilization of the Senior Center and an implementation date to begin the scheduling of meetings.

Attachments

1. Colleyville Senior Center Facility Usage Presentation
2. Colleyville Senior Center Meeting Room Space Policy
3. Colleyville Senior Center Meeting Room Space Appendices

Senior Center Facility Usage

City Council Worksession

May 16, 2017

City Facility Rental - Presentation



- Overview of Senior Center meeting space amenities and usage
- Overview of Senior Center meeting space policy
- Estimated date of implementation
- Questions and Discussion

City Facility Rental



- Upon the opening of the Colleyville Center in 1998, policy and practice has been to direct all parties interested in renting space for meetings or events to the Colleyville Center.



Blue Bonnet Room



491 square feet

Occupancy: 16



Blue Bonnet Room



Meeting Room:	Long and linear room (491 sq. ft.)
Purpose:	Designed to support Recreation programming
Hours of Operation:	Monday-Friday 8:00 AM - 5:00 PM
Capacity:	16
Audio-Visual Capabilities:	N/A
Tables and Chairs:	Card Tables & Chairs (cushioned)
Restrooms:	Main area – 1 Women's – 1 Men's – 1 Handicapped Unisex
Kitchen Facilities:	N/A
Time Available for Usage:	Monday – 9:00 AM – 4:00 PM; Tuesday - 3:00 PM – 5:00 PM; Wednesday - 1:00 PM – 4:00 PM ; Friday - 2:00 PM – 4:00 PM
Staffing Needs:	N/A

Computer Room



428 square feet

Occupancy: 11



Computer Room



Meeting Room:	Long and linear room (428 sq. ft.)
Purpose:	Designed to support Recreation programming
Hours of Operation:	Monday-Friday 8:00 AM - 5:00 PM
Capacity:	11
Audio-Visual Capabilities:	N/A
Tables and Chairs:	Computer Tables & Chairs (cushioned)
Restrooms:	Main area – 1 Women's – 1 Men's – 1 Handicapped Unisex
Kitchen Facilities:	N/A
Available for Usage:	Monday – 9:00 AM – 4:00 PM; Wednesday - 8:00 AM – 5:00 PM ; Friday - 8:30 AM – 5:00 PM
Staffing Needs:	N/A

Texas Room

Occupancy: 16



532 square feet



Texas Room



Meeting Room:	Largest meeting room space (532 sq. ft.)
Purpose:	Designed to support Recreation programming
Hours of Operation:	Monday-Friday 8:00 AM - 5:00 PM
Capacity:	16
Audio-Visual Capabilities:	N/A
Tables and Chairs:	Card Tables and Chairs (cushioned)
Restrooms:	Main area – 1 Women's – 1 Men's – 1 Handicapped Unisex Annex – 1 Handicapped Unisex
Kitchen Facilities:	N/A
Available for Usage:	Tuesday – 2:00 PM – 5:00 PM; Wednesday - 2:00 PM – 4:00 PM ; Thursday – 9:00 AM – 11:00 AM & 2:00 PM – 4:00 PM; Friday - 2:00 PM – 4:00 PM
Staffing Needs:	N/A

Cowboy Room



410 square feet

Occupancy: 16



Cowboy Room



Meeting Room:	Long and linear room (410 sq. ft.)
Purpose:	Designed to support Recreation programming
Hours of Operation:	Monday-Friday 8:00 AM - 5:00 PM
Capacity:	16
Audio-Visual Capabilities:	N/A
Tables and Chairs:	Card tables & Chairs (cushioned)
Restrooms:	Main area – 1 Women's – 1 Men's – 1 Handicapped Unisex Annex – 1 Handicapped Unisex
Kitchen Facilities:	N/A
Available for Usage:	Monday – 9:00 AM – 3:30 PM; Tuesday – 1:00 AM – 5:00 PM; Wednesday - 1:00 PM – 5:00 PM ; Thursday – 8:30 AM – 4:30 AM; Friday - 2:00 PM – 4:00 PM
Staffing Needs:	N/A

Senior Center Meeting Space Policy



- Permissible Meetings
- Reservations
- Hours
- Set-up and Clean-up
- Food and Other Refreshments
- Decorations
- Violations



Senior Center Facility Usage



Staff is seeking direction on the following:

- Senior Center Meeting Room Space Policy
- Estimated date of implementation

Questions & Discussion



COLLEYVILLE RECREATION Senior Center

MEETING ROOM SPACE POLICY

☐ GENERAL STATEMENT

The Colleyville Senior Center is aware of the need for meeting space for local groups. Making available such accommodations to the public is an additional service, which the Senior Center may render under conditions set by the City of Colleyville.

Space, staff limitations and recreation schedules necessarily require regulatory measures, which affect the use of the meeting room spaces. These rules may be modified for official recreation and City functions when deemed appropriate. The City of Colleyville through its authorized Recreation representatives reserves the right to deny permission to use the meeting room spaces.

☐ STATEMENT OF PURPOSE

The purpose of this policy is to provide consistent guidance for the Colleyville Recreation Staff in Senior Center meeting room space.

☐ PERMISSIBLE MEETINGS

Meeting room space in the Senior Center is available to meet the operational needs of Recreation, Recreation-related organizations, and the City of Colleyville. The use of the meeting rooms will be assigned by the Recreation Manager in priority order to render use of the facility for the benefit of the greatest number of city residents. Priority for the use of the meeting room will be given in the following order:

1. Recreation sponsored meetings or programs.
2. City of Colleyville sponsored meetings or programs.
3. Colleyville based non-profit organizations engaged in educational, cultural, intellectual, civic, or charitable activities.

The use of the Senior Center meeting room space for meetings by organizations in Category #3 above, requires that the organization be based in the City of Colleyville. Any such requested use must not be disruptive to senior center patrons. Standing reservations for Senior Center meeting room space will be not

be accepted. Senior Center meeting facilities may not be used as the primary meeting place for any organization.

❑ EXCLUSIONS

- Commercial groups
- Social or private functions

A meeting is defined as commercial if the group sponsoring or conducting the meeting has as the purpose of the meeting to advertise, promote, or sell a product or service; or to train and motivate its employees; or for any and all other business-related functions such as market research, interviewing applicants, etc. Social gatherings such as, but not limited to, parties, receptions, graduations, showers, etc., are classified as social or private functions.

❑ FACILITIES

The Senior Center has four (4) meeting rooms designed to meet general educational, cultural, intellectual, civic, or charitable purposes. When not in use by Recreation or City, this space may be used by Colleyville non-profit organizations according to the guidelines detailed in this policy.

The meeting rooms have tables and chairs available for use.

Please note that the meeting rooms do not have A/V capabilities, use of the kitchen will not be available, and storage of materials will not be allowed.

Restrooms are located in the main building and the annex building.

❑ PARKING

The Senior Center has an eighty-seven (87) space parking lot that includes eight (8) handicapped spaces.

❑ EQUIPMENT

- Tables/Chairs

The Senior Center meeting rooms have tables and chairs available for use.

❑ RESERVATIONS

Groups will be booked in order by date application is received.

Reservations may be made for no more than three months in advance or less than 72 hours in advance by a City of Colleyville resident.

Recreation and City of Colleyville meetings and programs are exempt from the advance reservation rule.

❑ HOURS

Meetings may only be scheduled during times the Senior Center is open.

The present schedule for use of the Senior Center meeting room space is:

Room	Day	Time
Blue Bonnet Room	Monday Tuesday Wednesday Friday	9 a.m.-4 p.m. 3-5 p.m. 1-4 p.m. 2-4 p.m.
Computer Room	Monday Wednesday Friday	9 a.m.-4 p.m. 8:30 a.m.-5 p.m. 9 a.m.-4 p.m.
Texas Room	Tuesday Wednesday Thursday Friday	2-5 p.m. 2-4 p.m. 9-11 a.m. & 2-4 p.m. 2-4 p.m.
Cowboy Room	Monday Tuesday Wednesday Thursday Friday	9 a.m.-3:30 p.m. 1-5 p.m. 1-5 p.m. 8:30 a.m.-4:30 p.m. 2-4 p.m.

*This schedule is subject to change due to recreation programming.

Recreation, Recreation-related organizations and City of Colleyville meetings may be scheduled when the Senior Center is closed. City staff will make arrangements in advance for securing the building at the conclusion of the meeting.

□ MEETING ROOM SPACE REGULATIONS

▪ **Set-up and Clean-up**

Organizations must provide their own support for set-up of the meeting room space they use. Recreation staff will not be made available to provide support services such as carrying equipment or materials into or around the Senior Center, and/or making photocopies.

Organizations must leave the premises in as good condition in which it was found. Groups will be assessed for clean up of any areas which may have been overlooked. All decorations and organization belongings must be removed.

▪ **Food and Other Refreshments**

Light refreshments (equivalent to coffee and cookies) may be served in the Senior Center meeting room space. The Recreation Manager must approve service of all refreshments in advance as part of the formal meeting room space reservation process. Groups must supply their own coffee, cream, sugar, and paper goods. The Senior Center will not store food, beverages or supplies for groups.

The Senior Center and the City of Colleyville are exempt and may serve food and refreshments as deemed appropriate for meetings, programs and special events.

▪ **Tobacco Materials**

Use of tobacco materials is not permitted anywhere in the Senior Center, including meeting rooms, lobbies, restrooms, etc.

▪ **Drugs**

No drugs or contraband may be used and/or in possession of on Senior Center premises.

▪ **Alcohol**

No alcoholic beverages may be used and/or in possession of on Senior Center premises.

- **Decorations**

The Senior Center must approve all decorations in advance. Decorations must be limited to those items which can stand on the floor or a table, and which conform to fire regulations. All open flames are prohibited. Decorations cannot be nailed, stapled, taped or otherwise attached to walls, ceilings, woodwork or furniture. Use of confetti and metallic glitter is prohibited.

- **Solicitations, Sales, and Promotions**

No admission, donations or fees to defray expenses are to be charged by any group using the meeting room space, with the exception of Recreation-sponsored programs for which fees may be charged to defray expenses. No fees may be charged for products or product services.

☐ VIOLATIONS

If a group violates one or more of the above meeting room regulations, the group will receive a written **City of Colleyville Senior Center Meeting Room Violation Notification**, and may be denied use of the Senior Center facility in the future.

☐ LOSS OR DAMAGE

In the case of vandalism, theft, fire, flood or other natural disaster, the Senior Center is not responsible for loss or damage to the organization's property within the building. However, each organization will promptly pay for any and all damage or injury to or loss of Senior Center property, which may occur as a result of the use of the premises.

☐ AMERICANS WITH DISABILITIES ACT (ADA)

Activities held in the Senior Center are subject to the requirements of the Americans with Disabilities Act (ADA).

☐ INDEMNIFICATION

The organization shall agree to indemnify, save harmless and defend the City of Colleyville from and against any and all claims, demands, cause of action, and liabilities including all costs and reasonable attorney's fees in any manner caused by, arising from or incident to the organization's use of the Colleyville Senior Center's meeting room and other facilities.



COLLEYVILLE RECREATION SENIOR CENTER

MEETING ROOM SPACE

Application and Agreement

TO: City of Colleyville Date: _____

ATTENTION: Recreation Manager

As _____ of the _____
(Officer or Authorized Representative) (Organization)

I respectfully request permission to use the Senior Center meeting room space on the following date, or dates, at the time indicated: (specify starting and ending times)

DATE	TIME	DATE	TIME
_____	_____	_____	_____
_____	_____	_____	_____

Number expected to attend meeting/meetings: _____

Permission is requested to serve refreshments: Yes _____ No _____

Area Selection

Blue Bonnet Room: ☐
Texas Room: ☐

Computer Room: ☐
Cowboy Room: ☐

We hereby acknowledge that prior to our use of Senior Center Meeting Room space, we will have, or we already have, reviewed the Colleyville Senior Center policies, rules and regulations governing the use of the room. We, individually and on behalf of the Organization, agree to abide by all such policies, rules and regulations regarding our use of the space. Further, the Organization will undertake its best efforts to cause all others in the room during our use thereof to abide by the policies, rules and regulations.

We do hereby further agree to indemnify and hold harmless the Colleyville Senior Center and the City of Colleyville, from any and all claims, demands, causes of action and any and all other expense, including attorney's fees, should any be incurred arising from or during the course of our use of the room pursuant to this Application.

We shall also be responsible for any and all damage caused to the senior center building, the premises, and the senior center equipment and other personal property, whether said damage is negligently or willfully caused as a result of our use of the meeting room.

ORGANIZATION _____

REPRESENTATIVE'S SIGNATURE _____

PRINTED NAME AND TITLE _____

ADDRESS _____

TELEPHONE NUMBERS: Home _____ Work _____

DO NOT WRITE BELOW THIS LINE

USE OF MEETING ROOM

Approved: _____

Modifications or restrictions, if any: _____

Disapproved: _____

Reason for disapproval, modifications or restrictions: _____

Recreation Manager Date

Date Application Received _____



COLLEYVILLE RECREATION SENIOR CENTER

MEETING ROOM

Violation Notification

Date: _____

To: _____
(Applicant's name)

Address: _____

Meeting room space of the Colleyville Senior Center was scheduled by you for use on
_____ by your group _____.
(Date) (Name of Organization)

Checking the facility afterwards, we found:

_____ Room not used, no cancellation notice received by the Senior Center

_____ Evidence of smoking in a "No Smoking Building"

_____ Trash not properly disposed of

_____ Other: _____

We assume that the item(s) checked above were unintentional oversights. However, if clarification of the regulations governing the use of the meeting room is needed, please let me know.

Sincerely Yours,

Recreation Manager



City of Colleyville City Council Agenda Briefing

City Hall
100 Main Street
Colleyville, Texas 76034
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Agenda Number WS-2

Agenda Date 05/16/2017

Type Presentation and Discussion

Department City Manager

Title

Discussion of the STAR (Status, Transparency, Accountability, & Results) Report

Strategic Plan

1.4 Communicate thoroughly and strategically

Explanation

Beginning in June 2015, the quarterly performance management report was expanded to include a current STAR (Status, Transparency, Accountability, & Results) report. This tool serves as a component of the City's Strategic Management System, to assist with prioritization and allocation of staff resources. This quarter, the STAR report is being presented as a separate worksession item, to provide for additional discussion of projects and priorities. Staff welcomes direction from the City Council on the prioritization of projects and initiatives.

Attachments

1. Presentation- STAR report background
2. STAR report- Upcoming City Council Worksession topics
3. STAR report- City Council objectives
4. STAR report- Department projects & initiatives

STAR Report

Status ~ Transparency ~ Accountability ~ Results

City Council Worksession
May 16, 2017

Background & Purpose



- Introduced in June 2015
- Component of the City's Strategic Management System
- Tool to assist with prioritization and allocation of staff resources



STAR Report Components



1. Upcoming City Council Worksession topics
2. City Council objectives from the January 2017 Visioning Workshop
3. Projects & initiatives by department
 - 2016-2017 City Council consensus priorities are shown in red
 - 2017 Visioning Workshop objectives are shown in blue
 - Other department's projects & initiatives are shown in black
 - Those projects & initiatives considered to be the current top priority for allocation of staff resources are highlighted in yellow



STAR Report Upcoming Council Worksession Topics

Council Date	Target	Responsible Dept/Program	Worksession Agenda Item
6/8/2017	CMO		Budget Worksession: Budget Process Overview
6/15/2017	CMO		Budget Worksession: Line Item Review of Budget
6/20/2017	HR		Worksession (before CC): Classification and Compensation Study - final report
6/20/2017	HR		Worksession (before CC): Discussion of Health Insurance Renewal for FY2018 & Single Non-Profit Trust
7/11/2017	CSO		Worksession (before CC): Discussion of City Council Rules of Procedure
7/11/2017	HR		Worksession (before CC): Discussion of Health Insurance Renewal for FY2018 - follow up
7/11/2017	HR		Worksession (before CC): Classification and Compensation Study - follow up on final numbers if needed
7/11/2017	CMO		Worksession (before CC): Discussion of fees and charges
7/13/2017	CMO/Public Works		Budget Worksession: CIP Discussion
7/18/2017	Public Safety		Worksession (before CC): Discussion of Fire Staffing Study
7/18/2017	Library & Recreation		Worksession (before CC): Recommendations from Special Events Committee
8/1/2017	Community Development		Worksession (before CC): Discussion of Land Development Code Amendment Priorities
8/8/2017	CMO		Budget Worksession: Presentation of the Proposed Budget
8/24/2017	CMO		Budget Worksession: Discussion and Follow Up Regarding Proposed Budget
9/5/2017	Communications		Worksession (before CC): Update on implementation of Communications Strategy

STAR Report

City Council Objectives

Note: 2016-2017 Consensus Priorities shown in red

Goal	Strategy	Objective	Responsible Department(s)	Resources
Operate Transparently				
	1.1 – Actively involve and engage stakeholders	Revise the City Charter	ACM, City Secretary's Office	COMPLETE
	1.1 – Actively involve and engage stakeholders	Provide opportunities for citizen engagement and service on boards and committees	City Council , City Secretary's Office	Ongoing
	1.2 – Develop future community leaders	Create a Colleyville Citizens Academy	City Manager's Office	TBD
	1.2 – Develop future community leaders	Work to develop a pipeline of community leaders while preserving institutional knowledge	City Council	Ongoing
	1.3 – Assure convenient access to public information	Provide open, mobile, 24x7 access to financial data including the implementation of OpenGov software	City Manager's Office	COMPLETE
	1.3 – Assure convenient access to public information	Fully implement and use the reporting capabilities of the financial software	Finance	In progress
	1.3 – Assure convenient access to public information	Revise the purchasing policy to strengthen conflict of interest and disclosure provisions	City Manager's Office	COMPLETE
	1.4 – Communicate thoroughly and strategically	Develop a formal communications strategy	Communications	COMPLETE
	1.4 – Communicate thoroughly and strategically	Establish the City as a trusted clearinghouse for factual information	Communications , City Council	Ongoing
	1.4 – Communicate thoroughly and strategically	Implement an updated and enhanced City of Colleyville website	Communications	In Progress
Deliver High Quality Core Services				
	2.1 – Provide responsive, efficient city services	Align the City’s performance management process and tools to address the Council’s strategic priorities	City Manager's Office	TBD
	2.2 – Recruit and retain a highly qualified workforce	Assure adequate staffing level in strategic departments	City Manager's Office , City Council, Human Resources	Ongoing
	2.2 – Recruit and retain a highly qualified workforce	Provide opportunities for the professional development and growth of City staff	Human Resources , All Departments	Ongoing
	2.2 – Recruit and retain a highly qualified workforce	Implement the recommendations of the Classification and Compensation Committee	Human Resources, City Council	TBD
	2.3 – Effectively leverage information technology	Implement an electronic City Council voting system	City Secretary's Office, ISM	COMPLETE
	2.3 – Effectively leverage information technology	Complete the development of a city-owned fiber network	ISM	In Progress
	2.4 – Demonstrate stewardship of public resources	Reduce reliance on regional utility partners (e.g. water reuse)	Public Works, City Council	Ongoing
	2.4 – Demonstrate stewardship of public resources	Restructure water rates	City Council, Finance	COMPLETE
	2.4 – Demonstrate stewardship of public resources	Provide property tax relief	City Council, City Manager's Office	COMPLETE

STAR Report

City Council Objectives

Note: 2016-2017 Consensus Priorities shown in red

Goal	Strategy	Objective	Responsible Department(s)	Resources
Assure Adequate Infrastructure				
	3.1 – Upgrade the condition of major roads and neighborhood streets	Update the City’s pavement condition assessment	Public Works	In Progress
	3.1 – Upgrade the condition of major roads and neighborhood streets	Articulate a methodology for prioritization of street projects	Public Works , City Council	Ongoing
	3.1 – Upgrade the condition of major roads and neighborhood streets	Accelerate the street capital program	Public Works , City Council	Ongoing
	3.1 – Upgrade the condition of major roads and neighborhood streets	Manage SH26 project impacts	Public Works, City Manager's Office , Police, Communications	Ongoing
	3.1 – Upgrade the condition of major roads and neighborhood streets	Improve the Glade Road design	Public Works, City Council	Ongoing
	3.2 – Ensure regular replacement of water and wastewater facilities	Initiate a process to clearly define long-term infrastructure funding options	Finance, City Council, City Manager's Office , Public Works	Planned- Fall 2017
	3.2 – Ensure regular replacement of water and wastewater facilities	Fund needed water and wastewater system updates and maintenance	City Council, City Manager's Office	Ongoing
	3.3 – Mitigate stormwater runoff and flooding risks	Update the stormwater drainage master plan	Public Works	TBD
	3.3 – Mitigate stormwater runoff and flooding risks	Prioritize needed stormwater projects	Public Works , City Council	Ongoing
	3.3 – Mitigate stormwater runoff and flooding risks	Identify funding source(s) for stormwater drainage capital projects	Public Works, Finance, City Manager's Office	Ongoing
	3.4 – Thoroughly plan for future capital investments and associated costs	Annually review and update the five year Capital Improvement Program	Public Works, City Manager's Office , City Council	Ongoing
	3.4 – Thoroughly plan for future capital investments and associated costs	Identify and plan for the long-term improvements to maintenance and support facilities (e.g. public works and parks service centers, public safety, etc.)	City Manager's Office	TBD
Enable Responsible Development				
	4.1 – Protect Colleyville’s semi-rural residential character	Improve the Comprehensive Plan	Community Development, City Manager's Office	COMPLETE
	4.1 – Protect Colleyville’s semi-rural residential character	Complete a review and update of the City’s Land Development Code	Community Development , Public Works	In Progress
	4.2 – Encourage compatible commercial growth	Prepare an economic development strategy	Economic Development	COMPLETE
	4.2 – Encourage compatible commercial growth	Attract small corporate headquarters, office campus and supporting retail and restaurant development	Economic Development	Ongoing
	4.2 – Encourage compatible commercial growth	Encourage the development of unique and inviting public spaces	Economic Development , City Manager's Office	Ongoing
	4.2 – Encourage compatible commercial growth	Create public/private partnerships for economic development	Economic Development , City Council	Ongoing
	4.3 – Adopt best-practice planning and development processes that maintain Colleyville standards	Review and update the 2014 development process review report recommendations	Community Development	TBD

STAR Report

City Council Objectives

Note: 2016-2017 Consensus Priorities shown in red

Goal	Strategy	Objective	Responsible Department(s)	Resources
Safeguard Colleyville's Identity				
5.1 – Create and sustain an identifiable Colleyville brand	Undertake an evaluation of the city’s existing branding standards		Communications , City Council	TBD
5.1 – Create and sustain an identifiable Colleyville brand	Develop any additional brand standards the Council may direct		Communications , City Council	TBD
5.2 – Support a variety of events, concerts and celebrations	Plan for new park development		Parks	Ongoing
5.2 – Support a variety of events, concerts and celebrations	Evaluate all existing community events and update and augment them as appropriate		Library & Recreation	In Progress
5.3 – Provide attractive, facilities for leisure and recreation	Evaluate the feasibility of building a new multi-purpose community center		Parks, Recreation , City Council	TBD
5.3 – Provide attractive, facilities for leisure and recreation	Finalize and implement the master parks and trails plan		Parks	In Progress
5.4 – Actively seek public-private partnerships	Explore future opportunities to use hotel occupancy taxes to fund initiatives		City Council, City Manager's Office, Finance, Economic Development	In Progress
Govern Effectively				
6.1 – Articulate a compelling vision and direction for the community	Periodically review and update the Colleyville vision, mission, goals, strategies and objectives		City Manager's Office, City Council	Ongoing
6.1 – Articulate a compelling vision and direction for the community	Establish annual operating and budget priorities consistent with the overall vision		City Manager's Office, City Council	Ongoing
6.2 – Establish and enforce a culture of mutual trust and respect	Define and document ground rules for Council / staff relations		City Manager's Office, City Council	TBD
6.2 – Establish and enforce a culture of mutual trust and respect	Establish and document ground rules for staff support and assistance to appointed committees		City Manager's Office, City Council	TBD
6.3 – Ensure the clarity of City Council and staff roles and responsibilities	Provide periodic governance orientation and training for Council, staff, boards and committees		City Manager's Office , City Secretary's Office	Ongoing
6.3 – Ensure the clarity of City Council and staff roles and responsibilities	Expect staff to provide professional, non-political advice and opinions to policy makers		City Manager's Office	Ongoing
6.3 – Ensure the clarity of City Council and staff roles and responsibilities	Provide periodic City Council “policy 101” workshops and orientations to the City’s practices, processes and programs		City Manager's Office	Ongoing
6.4 – Foster our shared values	Implement the updated values throughout the organization		City Manager's Office , Human Resources, Communications	Ongoing



STAR Report

Upcoming Council Worksession Topics

Council Date	Target	Responsible Dept/Program	Worksession Agenda Item
6/8/2017	CMO		Budget Worksession: Budget Process Overview
6/15/2017	CMO		Budget Worksession: Line Item Review of Budget
6/20/2017	HR		Worksession (before CC): Classification and Compensation Study - final report
6/20/2017	HR		Worksession (before CC): Discussion of Health Insurance Renewal for FY2018 & Single Non-Profit Trust
7/11/2017	CSO		Worksession (before CC): Discussion of City Council Rules of Procedure
7/11/2017	HR		Worksession (before CC): Discussion of Health Insurance Renewal for FY2018 - follow up
7/11/2017	HR		Worksession (before CC): Classification and Compensation Study - follow up on final numbers if needed
7/11/2017	CMO		Worksession (before CC): Discussion of fees and charges
7/13/2017	CMO/Public Works		Budget Worksession: CIP Discussion
7/18/2017	Public Safety		Worksession (before CC): Discussion of Fire Staffing Study
7/18/2017	Library & Recreation		Worksession (before CC): Recommendations from Special Events Committee
8/1/2017	Community Development		Worksession (before CC): Discussion of Land Development Code Amendment Priorities
8/8/2017	CMO		Budget Worksession: Presentation of the Proposed Budget
8/24/2017	CMO		Budget Worksession: Discussion and Follow Up Regarding Proposed Budget
9/5/2017	Communications		Worksession (before CC): Update on implementation of Communications Strategy

STAR Report

City Council Objectives

Note: 2016-2017 Consensus Priorities shown in **red**

Goal	Strategy	Objective	Responsible Department(s)	Resources
Operate Transparently				
1.1 – Actively involve and engage stakeholders	Revise the City Charter		ACM, City Secretary's Office	COMPLETE
1.1 – Actively involve and engage stakeholders	Provide opportunities for citizen engagement and service on boards and committees	City Council , City Secretary's Office		Ongoing
1.2 – Develop future community leaders	Create a Colleyville Citizens Academy	City Manager's Office		TBD
1.2 – Develop future community leaders	Work to develop a pipeline of community leaders while preserving institutional knowledge	City Council		Ongoing
1.3 – Assure convenient access to public information	Provide open, mobile, 24x7 access to financial data including the implementation of OpenGov software	City Manager's Office		COMPLETE
1.3 – Assure convenient access to public information	Fully implement and use the reporting capabilities of the financial software	Finance		In progress
1.3 – Assure convenient access to public information	Revise the purchasing policy to strengthen conflict of interest and disclosure provisions	City Manager's Office		COMPLETE
1.4 – Communicate thoroughly and strategically	Develop a formal communications strategy	Communications		COMPLETE
1.4 – Communicate thoroughly and strategically	Establish the City as a trusted clearinghouse for factual information	Communications , City Council		Ongoing
1.4 – Communicate thoroughly and strategically	Implement an updated and enhanced City of Colleyville website	Communications		In Progress
Deliver High Quality Core Services				
2.1 – Provide responsive, efficient city services	Align the City's performance management process and tools to address the Council's strategic priorities	City Manager's Office		TBD
2.2 – Recruit and retain a highly qualified workforce	Assure adequate staffing level in strategic departments	City Manager's Office , City Council, Human Resources		Ongoing
2.2 – Recruit and retain a highly qualified workforce	Provide opportunities for the professional development and growth of City staff	Human Resources , All Departments		Ongoing
2.2 – Recruit and retain a highly qualified workforce	Implement the recommendations of the Classification and Compensation Committee	Human Resources, City Council		TBD
2.3 – Effectively leverage information technology	Implement an electronic City Council voting system	City Secretary's Office, ISM		COMPLETE
2.3 – Effectively leverage information technology	Complete the development of a city-owned fiber network	ISM		In Progress
2.4 – Demonstrate stewardship of public resources	Reduce reliance on regional utility partners (e.g. water reuse)	Public Works, City Council		Ongoing
2.4 – Demonstrate stewardship of public resources	Restructure water rates	City Council, Finance		COMPLETE
2.4 – Demonstrate stewardship of public resources	Provide property tax relief	City Council, City Manager's Office		COMPLETE
Assure Adequate Infrastructure				
3.1 – Upgrade the condition of major roads and neighborhood streets	Update the City's pavement condition assessment	Public Works		In Progress
3.1 – Upgrade the condition of major roads and neighborhood streets	Articulate a methodology for prioritization of street projects	Public Works , City Council		Ongoing
3.1 – Upgrade the condition of major roads and neighborhood streets	Accelerate the street capital program	Public Works , City Council		Ongoing
3.1 – Upgrade the condition of major roads and neighborhood streets	Manage SH26 project impacts	Public Works, City Manager's Office , Police, Communications		Ongoing
3.1 – Upgrade the condition of major roads and neighborhood streets	Improve the Glade Road design	Public Works, City Council		Ongoing
3.2 – Ensure regular replacement of water and wastewater facilities	Initiate a process to clearly define long-term infrastructure funding options	Finance, City Council, City Manager's Office , Public Works		Planned- Fall 2017
3.2 – Ensure regular replacement of water and wastewater facilities	Fund needed water and wastewater system updates and maintenance	City Council, City Manager's Office		Ongoing
3.3 – Mitigate stormwater runoff and flooding risks	Update the stormwater drainage master plan	Public Works		TBD
3.3 – Mitigate stormwater runoff and flooding risks	Prioritize needed stormwater projects	Public Works , City Council		Ongoing
3.3 – Mitigate stormwater runoff and flooding risks	Identify funding source(s) for stormwater drainage capital projects	Public Works, Finance, City Manager's Office		Ongoing
3.4 – Thoroughly plan for future capital investments and associated costs	Annually review and update the five year Capital Improvement Program	Public Works, City Manager's Office , City Council		Ongoing
3.4 – Thoroughly plan for future capital investments and associated costs	Identify and plan for the long-term improvements to maintenance and support facilities (e.g. public works and parks service centers, public safety, etc.)	City Manager's Office		TBD

Enable Responsible Development

4.1 – Protect Colleyville's semi-rural residential character	Improve the Comprehensive Plan	Community Development, City Manager's Office	COMPLETE
4.1 – Protect Colleyville's semi-rural residential character	Complete a review and update of the City's Land Development Code	Community Development , Public Works	In Progress
4.2 – Encourage compatible commercial growth	Prepare an economic development strategy	Economic Development	COMPLETE
4.2 – Encourage compatible commercial growth	Attract small corporate headquarters, office campus and supporting retail and restaurant development	Economic Development	Ongoing
4.2 – Encourage compatible commercial growth	Encourage the development of unique and inviting public spaces	Economic Development , City Manager's Office	Ongoing
4.2 – Encourage compatible commercial growth	Create public/private partnerships for economic development	Economic Development , City Council	Ongoing
4.3 – Adopt best-practice planning and development processes that maintain Colleyville standards	Review and update the 2014 development process review report recommendations	Community Development	TBD

Safeguard Colleyville's Identity

5.1 – Create and sustain an identifiable Colleyville brand	Undertake an evaluation of the city's existing branding standards	Communications , City Council	TBD
5.1 – Create and sustain an identifiable Colleyville brand	Develop any additional brand standards the Council may direct	Communications , City Council	TBD
5.2 – Support a variety of events, concerts and celebrations	Plan for new park development	Parks	Ongoing
5.2 – Support a variety of events, concerts and celebrations	Evaluate all existing community events and update and augment them as appropriate	Library & Recreation	In Progress
5.3 – Provide attractive, facilities for leisure and recreation	Evaluate the feasibility of building a new multi-purpose community center	Parks, Recreation , City Council	TBD
5.3 – Provide attractive, facilities for leisure and recreation	Finalize and implement the master parks and trails plan	Parks	In Progress
5.4 – Actively seek public-private partnerships	Explore future opportunities to use hotel occupancy taxes to fund initiatives	City Council, City Manager's Office, Finance, Economic Development	In Progress

Govern Effectively

6.1 – Articulate a compelling vision and direction for the community	Periodically review and update the Colleyville vision, mission, goals, strategies and objectives	City Manager's Office, City Council	Ongoing
6.1 – Articulate a compelling vision and direction for the community	Establish annual operating and budget priorities consistent with the overall vision	City Manager's Office, City Council	Ongoing
6.2 – Establish and enforce a culture of mutual trust and respect	Define and document ground rules for Council / staff relations	City Manager's Office, City Council	TBD
6.2 – Establish and enforce a culture of mutual trust and respect	Establish and document ground rules for staff support and assistance to appointed committees	City Manager's Office, City Council	TBD
6.3 – Ensure the clarity of City Council and staff roles and responsibilities	Provide periodic governance orientation and training for Council, staff, boards and committees	City Manager's Office , City Secretary's Office	Ongoing
6.3 – Ensure the clarity of City Council and staff roles and responsibilities	Expect staff to provide professional, non-political advice and opinions to policy makers	City Manager's Office	Ongoing
6.3 – Ensure the clarity of City Council and staff roles and responsibilities	Provide periodic City Council "policy 101" workshops and orientations to the City's practices, processes and programs	City Manager's Office	Ongoing
6.4 – Foster our shared values	Implement the updated values throughout the organization	City Manager's Office , Human Resources, Communications	Ongoing

STAR Report

Projects: City Manager's Office

Note: 2016-2017 Consensus Priorities shown in red

Note: 2017 Visioning Workshop objectives shown in blue

Status	Responsible Dept/Program	Action Item	Notes	Strategic Plan Connection
In Progress	CMO	Implementation/operationalization of updated City Council strategic vision	Ongoing; additional action items to be discussed with new City Manager	6.1, 6.4
In Progress	SH26 Coordinator	Construct SH26 Phase II and III	Under construction	3.1
In Progress	CMO	Preparation of FY 2018 Budget, tax rate, and CIP (includes expenditure and revenue projections, department business plans, recommended fee changes, etc.)	Spring - Fall	2.4
In Progress	CMO	Texas Comptroller's Financial Transparency Stars Program	Application for first "star" (Traditional Finances) has been submitted; reformatting check register per Comptroller comments	2.4
In Progress	CMO	Bid & negotiate new garbage and recycling services contract	In contract negotiations with CWD; transition planning to follow contract adoption	2.1
In Progress	CMO	Time Warner franchise fee audit	Received data from TW; negotiating settlement	2.4
In Progress	CMO/Finance	Set up a Utility CIP Fund to track utility capital projects and update Rate Model accordingly	Fund established; in the process of updating Rate Model with this methodology change	1.3
In Progress	CMO	Oncor rate case	Council approved resolution to suspend increase on 4/4/17; OCSC working on settlement	2.1
In Progress	CMO	Atmos RRM (rate increase request)	Ordinance approving OCSC settlement in May/June	2.1
In Progress	City Council, CMO, Finance, Economic Development	Explore future opportunities to use hotel occupancy taxes to fund initiatives		5.4
In Progress	CMO	Legislative advocacy	Follow legislation impacting cities; draft letters expressing support/objection as needed	2.1
In Progress	CMO	Tri-County franchise agreement update- currently expired	Working with Tri-County and City Attorney to renew/update	2.1
Planned- Summer 2017	CMO/Finance	Update Rate Model with FY 2018 expenditure projections to determine needed rate adjustments	To begin after Utility CIP Fund set up is complete and Rate Model is adjusted to reflect this	2.4
Planned- Fall 2017	Finance, City Council, CMO , Public Works	Initiate a process to clearly define long-term infrastructure funding options	Staff support of the Water and Wastewater Rates Citizen Committee to evaluate funding mechanisms for utility CIP projects	3.2
Ongoing	City Council, City Manager's Office	Fund needed water and wastewater system updates and maintenance	Currently using available cash	3.2
Ongoing	Public Works, CMO , City Council	Annually review and update the five year Capital Improvement Program		3.4
Ongoing	Public Works, Finance, CMO	Identify funding source(s) for stormwater drainage capital projects		3.3

Ongoing	CMO , Human Resources, Communications	Implement the updated values throughout the organization	Update The Colleyville Way (document, video, etc.)	6.4
Ongoing	CMO	Provide periodic City Council "policy 101" workshops and orientations to the City's practices, processes and programs		6.3
Ongoing	CMO , City Council, Human Resources	Assure adequate staffing level in strategic departments		2.2
Ongoing	Public Works, CMO , Police, Communications	Manage SH26 project impacts		3.1
Ongoing	Economic Development , City Manager's Office	Encourage the development of unique and inviting public spaces		4.2
Ongoing	CMO, City Council	Periodically review and update the Colleyville vision, mission, goals, strategies and objectives		6.1
Ongoing	CMO, City Council	Establish annual operating and budget priorities consistent with the overall vision		6.1
Ongoing	CMO , City Secretary's Office	Provide periodic governance orientation and training for Council, staff, boards and committees		6.3
Ongoing	CMO	Expect staff to provide professional, non-political advice and opinions to policy makers		6.3
TBD	CMO, City Council	Define and document ground rules for Council / staff relations		6.2
TBD	CMO, City Council	Establish and document ground rules for staff support and assistance to appointed committees		6.2
TBD	CMO	Identify and plan for the long-term improvements to maintenance and support facilities (e.g. public works and parks service centers, public safety, etc.)		3.4
TBD	CMO	2018 Employee Engagement Survey	Discuss timing and scope with new City Manager	6.2, 6.4, 2.2
TBD	CMO	Research and implement budget transfers in Munis	To be scheduled as time allows	2.3
TBD	CMO	Align the City's performance management process and tools to address the Council's strategic priorities	Update to align with new Strategic Plan	2.1
TBD- On Hold	CMO	Oncor franchise agreement update- currently expired	Handled by City Attorney; may be impacted by litigation from other cities	2.1
TBD	CMO	Evaluate creation of a Citizens Academy	To be evaluated as time allows	1.1, 1.2
TBD	CMO , Public Works	Evaluate private development streetlighting	Per Mayor Newton's request	
COMPLETE	CMO, City Council	Provide property tax relief		2.4
COMPLETE	CMO	Revise the purchasing policy to strengthen conflict of interest and disclosure provisions		1.3
COMPLETE	CMO	Staff support to prepare for Council Visioning Workshop		6.1
COMPLETE	CMO	Clean Sweep 2017		2.1
COMPLETE	CMO	Citizen Survey 2017		1.1

COMPLETE	CMO	Provide open, mobile, 24x7 access to financial data including the implementation of OpenGov software	1.3
COMPLETE	CMO	Mayor for a Day Contest 2016/2017	C2
COMPLETE	CMO/Finance	Utility Rate changes 2016	2.4
COMPLETE	CMO	Energy Contract (TCAP) evaluation/renewal	B3, F3
COMPLETE	CMO	Mayor for a Day Contest 2015/2016	C2
COMPLETE	CMO	Water Usage PC item	B4
COMPLETE	CMO	2015 Employee Engagement Survey & Follow Up	L2
COMPLETE	CMO	FY 2016 business plans	B5, L3
COMPLETE	CMO	Update Employee Intranet	B1, B4, L2
COMPLETE	Community Development, CMO	Improve the Comprehensive Plan	4.1

STAR Report

Projects: Finance

Note: 2016-2017 Consensus Priorities shown in red

Note: 2017 Visioning Workshop objectives shown in blue

Status	Responsible Dept/Program	Action Item	Notes	Strategic Plan Connection
In progress	Finance	Review/update Financial Policies	Review rescheduled for May 16, 2017 Audit Committee meeting	1.4, 2.4
In progress	Municipal Court/ISM	Incode software implementation to bring in-house		2.3
In progress	Finance	Fully implement and use the reporting capabilities of the financial software: Set up, test & implement Project Ledger Module in Munis	Scheduled for mid-August	1.3, 2.1, 2.3
In Progress	City Council, CMO, Finance, Economic Development	Explore future opportunities to use hotel occupancy taxes to fund initiatives		5.4
Planned- Fall 2017	Finance, City Council, CMO , Public Works	Initiate a process to clearly define long-term infrastructure funding options	Staff support of the Water and Wastewater Rates Citizen Committee to evaluate funding mechanisms for utility CIP projects	3.2
Ongoing	Public Works, Finance, CMO	Identify funding source(s) for stormwater drainage capital projects		3.3
TBD	Finance	Replacement of credit card terminals with chip readers		2.3
TBD	Finance	Fully implement and use the reporting capabilities of the financial software: Set up, test & implement ESS for time entry	No set schedule yet	1.3, 2.1, 2.3
TBD	Finance	Fully implement and use the reporting capabilities of the financial software: Set up, test & implement Expense Report Module in Munis	No set schedule yet	1.3, 2.1, 2.3
TBD	Finance	Work with Building Inspection to automate cash receipts	August/September 2017	2.3
TBD	Finance	Fully implement and use the reporting capabilities of the financial software: Set up, test & implement General Billing Module in Munis	No set schedule yet	1.3, 2.1, 2.3
TBD	Municipal Court	Incode Court Notify system and utilization for Keller	No set schedule yet	2.3
TBD	Municipal Court	Research new juvenile intervention programs to utilize	No set schedule yet	5.4
TBD	Municipal Court	Implement new bond forfeiture hearing procedures and policies	No set schedule yet	2.1
TBD	Utility Billing	Send out RFP for new print vendor	Summer/Fall 2017	2.4
TBD	Utility Billing	Update Utility Bill to include Base/Vol Charge for Sewer (requires programming change)	May/June 2017	1.4
TBD	Utility Billing	Review vendors for electronic check processing	No set schedule yet	2.3
COMPLETE	Finance	Conversion of UB software to Munis		C2, B1
COMPLETE	Finance	Audit complete		F4, F1

COMPLETE	Utility Billing	Online bill pay (Paymentus) live on City website	2.3
COMPLETE	Finance	Bank Depository Bid	F4
COMPLETE	Utility Billing	Design Build of online utility billing website	C2, B1
COMPLETE	Utility Billing	Receipt printer for new software	B1
COMPLETE	Finance/HR	Review Employee Self Service for rollout to employees	B1
COMPLETE	Municipal Court	Laptop and Monitor for Court Room (2nd clerk for payments)	B1
COMPLETE	Municipal Court	Scanner for Court Room (2nd clerk for payments)	B1
COMPLETE	Utility Billing	Replacement of Hand Held Meter Devices	B1
COMPLETE	City Council, Finance	Restructure water rates	2.4

STAR Report

Projects: Human Resources

Note: 2016-2017 Consensus Priorities shown in red

Note: 2017 Visioning Workshop objectives shown in blue

Status	Responsible Dept/Program	Action Item	Notes	Strategic Plan Connection
In Progress	HR	Classification and Compensation Study	City Council worksession June 20; implement recommendations in FY18 budget.	1.1, 1.4, 2.2, 2.3, 2.4
In Progress	HR	Evaluate health insurance options and renewal for FY2018	City Council worksession scheduled for June 20	1.1, 1.4, 2.1, 2.2, 2.4
In Progress	HR	Evaluate non-profit trust for health insurance	City Council worksession scheduled for June 20	1.1, 1.4, 2.1, 2.2, 2.4
In Progress	HR	Implement online applications and applicant tracking to replace paper intensive process	New system went live March 20; training with hiring managers is still underway. Next step is to build/test workflow.	1.4, 2.1, 2.2, 2.3
In Progress	HR	Mapping project for digitizing personnel records to LaserFiche.	Scheduled for summer 2017.	2.1, 2.3, 2.4
In Progress	HR	Online training program for all employees to include training courses and tracking completions	Software implemented, to be rolled out to employees summer 2017.	1.1, 1.4, 2.1, 2.2, 2.3
In Progress	HR	Colleyville College / Leadership Development: determine the future of this program	Will follow after implementation of new training system.	1.1, 1.4, 2.1, 2.2, 2.3
In Progress	HR	Expand on the training software to include position and department specific curriculum and leadership training	Will follow after implementation of new training system.	1.1, 1.4, 2.1, 2.2, 2.3
In Progress	HR	Evaluate regionalization of medical insurance	Five cities agreed to move forward with feasibility study; preliminary report to cities scheduled for May 11.	2.4
In Progress	HR	Implement online benefits open enrollment to replace paper intensive process	Scheduled for summer 2017 open enrollment.	2.1, 2.2, 2.3, 2.4
In Progress	HR	Implement and manage City-wide risk management/safety program.	Safety Committee reconvened in early 2017; safety policies drafted and reviewed by Leadership Team. Final version scheduled for May 2017. Training on new policies will follow.	1.1, 1.4, 2.1, 2.2, 2.4
In Progress	HR	Converting new hire paperwork into digital format	Scheduled completion in May 2017.	2.1, 2.2, 2.3, 2.4
In Progress	HR	Revise current Administrative Policies into the same format as the Personnel Manual and Safety Policies to incorporate into one centralized C-PASS (Colleyville Personnel, Administrative and Safety Standards) Manual.	Several policies were written and approved in April 2017; others are being drafted and reviewed.	1.4, 2.1, 2.2, 2.3, 2.4
In Progress	HR	Fire staffing study	Working with Fire Department and Asst. City Manager; study is underway; final report expected summer 2017.	2.1, 2.2, 2.4

In Progress	HR	Planning for annual Employee Picnic May 10	Coordinating schedule, food and wellness activities and resources.	2.2
In Progress	HR	Planning for annual Employee In-Service Day November 11	Coordinating schedule, food, team building activity and speakers.	2.2
Ongoing	CMO , City Council, Human Resources	Assure adequate staffing level in strategic departments		2.2
Ongoing	Human Resources , All Departments	Provide opportunities for the professional development and growth of City staff		2.2
TBD	HR, City Council	Implement the recommendations of the Classification and Compensation Committee		2.2
TBD	HR	Create a city-wide Return to Work policy	Will work with the Safety Committee to draft a policy. Currently one does not exist.	1.1, 1.4, 2.1, 2.2, 2.4
TBD	HR	Planning for Employee Health and Safety Fair in October	Coordinating schedule, wellness activities, table setup and resources.	2.2
TBD	HR	Revamp Performance Evaluation Forms to include new City values	Planned for summer 2017.	1.1, 1.4, 2.1, 2.2
TBD	HR	Revamp Team of Excellence Awards to include new City values	Planned for summer 2017.	1.1, 1.4, 2.1, 2.2
TBD	Finance/HR	Implement employee self service timekeeping and leave requests to replace paper intensive process	No set schedule yet; researching timekeeping systems for fire and police schedules.	1.1, 1.4, 2.3
COMPLETE	HR	Revamp On-the-Spot Awards Program	Completed summer 2016.	B4, L1, L2
COMPLETE	HR	Establish procedures for new Affordable Care Act reporting	Completed Nov 2015.	B2
COMPLETE	HR	Revamp Wellness Program	Completed Nov 2015.	B1, B2, B3
COMPLETE	HR	Supervisor Training on Performance Evaluations	Completed Nov 2015 and January 2017.	L3, L4
COMPLETE	HR	Employee ethics/harassment training	During In-Service Day 2016.	L1
COMPLETE	HR	Employee In-Service Day	11/11/2016	L2, L3
COMPLETE	HR	Employee Health Fair	10/26/2016	L2
COMPLETE	HR	Insurance Renewal for FY17	Completed in July 2016.	B2, B3, F3, L5
COMPLETE	HR	Personnel Manual revision and training	Personnel Manual complete and effective Feb 1	B4, L3, L1
COMPLETE	HR	FY16 Health Insurance Renewal	Completed in July 2015.	F4, L1

COMPLETE	HR	Annual Market Study	Completed in July 2015.	F4, L1
COMPLETE	HR	Open Enrollment for FY2016	Completed in August 2015.	L1
COMPLETE	HR	Update employees on insurance for FY17	Completed in August 2016.	F4, L5
COMPLETE	Finance/HR	Review Employee Self Service for rollout to employees	Rolled out ESS summer 2016.	B1

STAR Report

Projects: Colleyville Center

Note: 2016-2017 Consensus Priorities shown in red

Note: 2017 Visioning Workshop objectives shown in blue

Status	Responsible Dept / Program	Action Item	Notes	Strategic Plan Connection
Ongoing	Colleyville Center	Evaluation of Facility Asset Needs & Replacement	Annually; currently evaluating needs for FY 2018 budget requests	2.4, 3.4
Ongoing	Colleyville Center	Review of Center Segment Marketing Strategy	Evaluate effectiveness of current efforts and determine any changes needed	2.3, 2.4
Ongoing	Colleyville Center	Annual Review of Venue Rental Trends	Maintain knowledge of trends and best practices to remain competitive	2.4
Ongoing	Colleyville Center	Annual Review of Center Rates	Conducted as a part of the annual budget process; review and recommendation by the Colleyville Center Advisory Committee	2.4
Ongoing	Colleyville Center	Increased Fastbook Functionality Use	Explore underutilized features	2.3
TBD	Colleyville Center	Evaluation of Munis for Invoicing	To be scheduled as new CFO is available	2.3
On Hold	Colleyville Center	Site Master Plan		2.4, 3.4, 5.3
COMPLETE	Colleyville Center	Update non-profit rental fee schedule		F3
COMPLETE	Colleyville Center	Increased Internet Bandwidth		C2, B1
COMPLETE	Colleyville Center	Replacement Dishwasher		F2
COMPLETE	Colleyville Center	Fridge Merchandiser		C2
COMPLETE	Colleyville Center	Update Rental Agreement		C1, B2
COMPLETE	Colleyville Center	Dyson Hand Dryers		F2
COMPLETE	Colleyville Center	AV Upgrade		C1, B1
COMPLETE	Colleyville Center	Replacement of Catering Oven		C2, F2
COMPLETE	Colleyville Center	Repairs to original sloped metal roof		F2

STAR Report

Projects: Communications & Economic Development

Note: 2016-2017 Consensus Priorities shown in **red**

Note: 2017 Visioning Workshop objectives shown in **blue**

Status	Responsible Dept / Program	Action Item	Notes	Strategic Plan Connection
In Progress	Communications	Implement an updated and enhanced City of Colleyville website	New scope of work with vendor finalized	1.4
In Progress	Economic Development	Revize incentive policy		4.2
In Progress	Economic Development	Consider feasibility of creating an entrepreneur center	To include a tour of Innovate Flower Mound	4.2
In Progress	Economic Development	Revamp Colleyville Closebuy program	Staff working with current vendor to redo the Closebuy website	4.2
In Progress	City Council, CMO, Finance, Economic Development	Explore future opportunities to use hotel occupancy taxes to fund initiatives		5.4
Ongoing	Communications , City Council	Establish the City as a trusted clearinghouse for factual information		1.4
Ongoing	Public Works, City Manager's Office .	Manage SH26 project impacts		3.1
Ongoing	Economic Development	Attract small corporate headquarters, office campus and supporting retail and restaurant development		4.2
Ongoing	Economic Development , City Manager's Office	Encourage the development of unique and inviting public spaces		4.2
Ongoing	Economic Development , City Council	Create public/private partnerships for economic development		4.2
TBD	Communications , City Council	Undertake an evaluation of the city's existing branding standards		5.1
TBD	Communications , City Council	Develop any additional brand standards the Council may direct		5.1
TBD	Economic Development	Host business roundtable	Considering semi-annual or quarterly meetings	4.2
TBD	Economic Development	Repeal "big box" ordinance		4.2, 4.3
COMPLETE	Communications	Additional Contractual Support for Communications Activities		
COMPLETE	Communications	Develop a formal communications strategy		1.4
COMPLETE	Economic Development	Prepare an economic development strategy		4.2

STAR Report

Projects: Community Development

Note: 2016-2017 Consensus Priorities shown in **red**

Note: 2017 Visioning Workshop objectives shown in **blue**

Status	Responsible Dept. / Program	Action Item	Notes	Strategic Plan Connection
In Progress	Community Development	Finalize review of amended Comprehensive Plan		4.1, 4.2, 4.3, 6.1
In Progress	Community Development	Develop Comprehensive Plan Implementation Matrix	i.e., City initiated rezoning, etc.	4.1, 4.2, 4.3, 6.1
In Progress	Community Development , Public Works	Complete a review and update of the City's Land Development Code	i.e., PUD criteria and residential zoning standards, etc.	4.1
In Progress	Community Development	Amendment to the Land Development Code to require new utilities to be installed underground		4.3
In Progress	Community Development	Update the Tree Preservation Ordinance	Administrative and substantive changes	4.1, 4.3
TBD	Community Development	Review and update the 2014 development process review report recommendations		4.3
TBD	Community Development	Evaluate the City's ability to condition straight zoning	Per Councilmember Taylor's request	4.3
TBD	Community Development	Evaluate annexation process for areas in the City's ETJ, if any	Per Mayor Newton's request	4.1
TBD	Community Development	Coordinate and revise TRAKiT functionality and implementation	iTRAKiT (for inspector iPads), eTRAKiT (for public searching and scheduling), and TRAKiT (for internal data)	1.3
TBD	Community Development	Evaluate contractors registration ordinance	Provide the ability to revoke, suspend, reinstate contractors who are not performing to city standards	4.3
TBD	Community Development	Review Corner Lot Sideyard Setback Requirements	Several ZBA cases necessitate the review	4.3
COMPLETE	Community Development	Create hotel licensing process/agreement		C5
COMPLETE	Community Development, CMO	Improve the Comprehensive Plan		4.1
COMPLETE	Community Development	Hire Urban Forester		C2
COMPLETE	Community Development	Adoption of 2012 IBC and IFC- This will be an update of all building and fire codes to the 2012 (or higher) versions.		C5
COMPLETE	Community Development	Hire Plans Examiner		C2
COMPLETE	Community Development	GC14-015 Amendments to Chapter 5-Tree Preservation- Bring forward amendments to Chapter 5, particularly with regard to punitive actions		C1

STAR Report

Projects: City Secretary's Office

Note: 2016-2017 Consensus Priorities shown in red

Note: 2017 Visioning Workshop objectives shown in blue

Status	Responsible Dept/Program	Action Item	Notes	Strategic Plan Connection
In Progress	CSO	Discussion of City Council Rules of Procedure	Scheduled for July 11, 2017 Worksession	6.3
In Progress	CSO	September Board, Commission, and Committee appointments	Scheduled for September 19, 2017 Worksession	1.1
In Progress	CSO	Recognition of Board, Commission, and Committee member service	Recognize outgoing from September	1.1
In Progress	CSO	December Board, Commission, and Committee appointments	Scheduled for December 19, 2017 Worksession	1.1
In Progress	CSO	Recognition of Board, Commission, and Committee member service	Recognize outgoing from December	1.1
In Progress	CSO	Digitizing Documents to Laserfiche (continuation of work)	Complete large format items & misc. depts	1.3
Ongoing	CMO , City Secretary's Office	Provide periodic governance orientation and training for Council, staff, boards and committees		6.3
Ongoing	CSO	Provide opportunities for citizen engagement and service on boards and committees	City Council , City Secretary's Office	1.1
TBD	CSO	Update bylaws for SBA & Parks and Recreation Advisory Board	No set schedule yet	1.1
COMPLETE	CSO	Boards, Commissions, and Committees		1.1
COMPLETE	CSO	Conversion of minutes to SuiteOne platform		1.3
COMPLETE	CSO, Asst. City Mgr	Revise the City Charter		1.1
COMPLETE	CSO, ISM	Implement an electronic City Council voting system		2.3

STAR Report

Projects: Information Services Management (ISM)

Note: 2016-2017 Consensus Priorities shown in red

Note: 2017 Visioning Workshop objectives shown in blue

Status	Responsible Dept/Program	Action Item	Notes	Strategic Plan Connection
In Progress	ISM	Complete the development of a city-owned fiber network	ILA with GCISD approved; ILA with Grapevine in progress	2.3
Planning/ RFP Going out in June	ISM	Courts AV Upgrade Phase 2	Discussion has started with vendor	2.3
Planning/ RFP Going out in June	ISM	UPS Battery Backup for Justice Center	Scheduled for this FY. Funded in FY 2017 CCCPD	2.3
COMPLETE	ISM	Internet Redundancy		B2
COMPLETE	ISM	Phone System Software Upgrade		B2
COMPLETE	ISM	Replacement of Data Center Blade Chassis/Blades		B1, B2
COMPLETE	ISM	Phase 2 PD/EOC technology upgrade		B1, B2
COMPLETE	ISM	Additional Digital Signage - City Hall & Senior Center		B2
COMPLETE	ISM	Off-site back-up Moved to Barracuda		B1, B3, B4
COMPLETE	ISM	Digitizing Documents to Laserfiche (continuation of work)		B1, B2,C2
COMPLETE	ISM	Upgrade Desktop Support Technician to Management Analyst		L1
COMPLETE	ISM	Phase 1 Courts technology replacement and upgrade		B2,
COMPLETE	ISM	Laserfiche License upgrade (from 28 to 50 concurrent users)		B2,
COMPLETE	ISM	Increase Leased Fiber (4 months of increase for lines we will still lease)		B2,B3
COMPLETE	ISM	Venue Mapper for Colleyville Center		C2
COMPLETE	ISM	Additional Security Cameras at the Senior Center and City Hall		C5
COMPLETE	ISM	Laserfiche Integration Project: CRW		B1, B2,C2
COMPLETE	ISM	Laserfiche Integration Project: Crimes Software		B1, B2,C2
COMPLETE	ISM	Phase 2 City Hall AV Upgrades		B1, B2,C2
COMPLETE	ISM	Replacement GIS Licensing with Enterprise Licensing		B1,C2, L5
COMPLETE	ISM	Replacement of laptop computers		B2
COMPLETE	ISM	Replacement of ToughBook computers		B2
COMPLETE	ISM	Replacement of wireless system		B1, C2
COMPLETE	CSO, ISM	Implement an electronic City Council voting system		2.3

STAR Report

Projects: Library & Recreation

Note: 2016-2017 Consensus Priorities shown in **red**

Note: 2017 Visioning Workshop objectives shown in **blue**

Status	Responsible Dept/Program	Action Item	Notes	Strategic Plan Connection
In Progress	Library	Implement Library Long-Range Plan 2016-2021 recommendations including: 1. Reallocate collection development to meet patron use patterns; 2. Revise access to children's programs; 3. Improve access to popular materials; 4. Engage the aging population; 5. Revise public access to technology; 6. Update and increase the number of reader seats; 7. Transition to a single service point on the first floor	Overview of the Library Long-Range Plan 2016-2021 was presented at the March 17, 2017, City Council Worksession. Input was gathered from the Colleyville Public Library Board at the Library Board meeting on April 10, 2017. Meetings to receive Library staff input on the Long-Range Plan implementation are currently being scheduled.	2.1, 5.3
In Progress	Library	Implement cloudLink library consortium to share individual library Cloud Digital Resources among eleven area libraries	Seek City Council approval of an Interlocal Agreement for Mutual Access to Cloudlibrary Digital Resources, at the May 16, 2017, City Council meeting. Connect our library to the cloudLink consortium by May 31, 2017, or early June 2017.	2.1, 2.3
In Progress	Library/Recreation	Evaluate all existing community events and update and augment them as appropriate	Resolution R-17-4117 - A Resolution Establishing a Colleyville Special Events Ad Hoc Committee and Appointing Members was approved by City Council, at the April 18, 2017, City Council meeting. Committee will start to meet and will meet as needed to complete the project by July 3, 2017.	5.2
In Progress	Recreation	Evaluation of Senior Center utilization by non-profit groups for small meetings during regular hours	Scheduled for follow up Council worksession on May 16	
TBD	Parks, Recreation , City Council	Evaluate the feasibility of building a new multi-purpose community center		5.3
COMPLETE	Library	Library Long-Range Plan 2016 - 2021		C1, C2, B2,F3
COMPLETE	Recreation	Senior Center Repairs		C1, C5
COMPLETE	Library	Upgrade 0.5 FTE Administrative Secretary to 1.0 FTE		C2
COMPLETE	Library & Recreation	Special Events Discussion		C1, C2
COMPLETE	Library	PT Technical Services Librarian Position (from 6 hr/wk position)		B2

STAR Report

Projects: Police Department

Note: 2016-2017 Consensus Priorities shown in red

Note: 2017 Visioning Workshop objectives shown in blue

Status	Responsible Dept/Program	Action Item	Notes	Strategic Plan Connection
In Progress	Police	City plan/policy on community run requests	Coordinating with multiple departments	5.2
Planning	Police	Replace In car Video Camera System	Estimate \$175,000. Not currently funded.	2.3
SUMMER 2017	Police	Facility Needs Assessment of Justice Center	Funded in current FY 2017 CCCPD Budget	3.4
SUMMER 2017	Police	Stand up Special Investigations Unit	2 Person Unit within CID, no new staffing required	2.1
In Progress	Police	Crime Scene Regionalization	In CCCPD Budget	2.1
Ongoing	Public Works, City Manager's Office, Police, Communications	Manage SH26 project impacts		3.1
TBD	Police	CALEA Accreditation	Not currently funded	2.1
TBD	Police	3 New Sworn positions	Future need, not currently funded	2.1
TBD	Public Safety	Evaluate new RMS/CAD System	Future need, not currently funded	2.3
COMPLETE	Police	Hire new officer 2015 (CCCPD funded)		L1, C5
COMPLETE	Police	Self Aid Trauma Kits		C5
COMPLETE	Police	Hire new officer (CCCPD funded) mid-year		C5, L1
COMPLETE	Police	AV equipment upgrade in the Interview Room		B1
COMPLETE	Police	Vehicle Replacement per schedule (CCCPD funded)		F2
COMPLETE	Police	Purchase pistols (CCCPD)		C5
COMPLETE	Police	Replacement of Radar Trailer (CCCPD)		F2
COMPLETE	Police	Hire Police Property Room Clerk		C5, L1
COMPLETE	Police	Four handheld radar units		B1
COMPLETE	Police	Increase PT Records Clerk to FT		C5
COMPLETE	Police	Texas Workforce Commission Annual Subscription for CID Investigations		C5

STAR Report

Projects: Fire Department

Note: 2016-2017 Consensus Priorities shown in red

Note: 2017 Visioning Workshop objectives shown in blue

Status	Responsible Dept/Program	Action Item	Notes	Strategic Plan Connection
In Progress	Fire	Folding Doors for Fire Station 1 & 3	Included in the FY 2016 CIP; additional funding needed; project pending appropriation of additional funds. Estimated cost is approximately \$200,000	3.4
In Progress	Fire	Fire Staffing Study	Study underway; final report expected Summer 2017	2.2
On Hold	Fire	Emergency Management Table Top Exercise	Waiting on City Senior Staff hires	2.1
TBD	Public Safety	Evaluate new RMS/CAD System	Future need, not currently funded	2.3
COMPLETE	Fire	Intermedix Contract Renegotiation		C2, B1, B3
COMPLETE	Fire	Fire Apparatus Replacement Plan update		C5, C2, B2
COMPLETE	Fire	Adobe Web Events Software		B1
COMPLETE	Fire	Articulate Software		B1
COMPLETE	Fire	Update the Fire Code		C5
COMPLETE	Fire Operations	Hire 3 new firefighters		C5, L1
COMPLETE	Fire Operations	Collaborative Adaptive Sensing of the Atmosphere (CASA WX) Project		B3
COMPLETE	Fire	Hire 3 New Firefighter/paramedics		C5, L1

STAR Report

Projects: Public Works

Note: 2016-2017 Consensus Priorities shown in **red**

Note: 2017 Visioning Workshop objectives shown in **blue**

Status	Responsible Dept./Program	Action Item	Notes	Strategic Plan Connection
In Progress	Facility Services	City Hall - Backup Power	Submitted grant in July 2016 for generator- awaiting on decision; 1st grant pending FEMA approval. 2nd and 3rd grant submitted.	3.4
In Progress	Public Works	Bedford Road Retaining Wall	Construction in progress	3.1
Ongoing	Public Works, City Council	Improve the Glade Road design	Consultant is working on the design for phase 2	3.1
In Progress	Public Works	Glade Road Phase I: Bransford Road to Manning Drive	ROW Acquisition	3.1
In Progress	Public Works	Update the City's pavement condition assessment	Work is scheduled to take place beginning May 15th. Report expected end of June.	3.1
In Progress	Public Works	Bedford Road (County project) - Rehabilitation	Northern section complete from Glade Road to the bridge; remainder (bridge to Cheek Sparger Road) to be completed after the wall is replaced	3.1
In Progress	Public Works	Westcoat - Rehabilitation	McDonwell School Road to L.D. Lockett complete	3.1
In Progress	Public Works	WW Project 2: Rehabilitate Sewer Manholes Identified to be in Poor Condition	This project was awarded to the contractor during the February 7, 2017 Council meeting. Construction began in March.	3.2
In Progress	Public Works	ILA with FWTa re: quiet zones (expires Oct. 2017)	FWTA indicated they are evaluating maintenance contracts for crossings and would potentially include the 3 Colleyville crossings with new contract	3.4
In Progress	Public Works	Water Project 11: Upsize waterlines along John McCain from Pleasant Run to Holly Lane	Contract awarded to A&M Construction & Utilities Inc on February 7, 2017 R-17-4087. Contractor began construction on April 3, 2017	3.2
In Progress	Community Development, Public Works	Complete a review and update of the City's Land Development Code		4.1
On Hold	Public Works	Drainage Fee Structure and Use (impervious area)	On hold pending Stormwater Master Plan Update	3.3
Planned	Public Works	Install Backup Generator for Emergency Power at L.D. Lockett Pump Station	Submitted grant in July 2016 and November 2017 waiting decision	3.4
Planned	Public Works	John McCain (Pleasant Run Rd to Shepherds Glen) - Rehabilitation	Anticipated to start work June 2017	3.1
Planned	Public Works	Pleasant Run Design (Shelton to John McCain)	Final design has been completed; project is out for bid	3.1
Planned	Public Works	Water Project 7: Demolish Overland Trail Pump Station and Storage Tank	Soliciting quotes	3.2
Planned	Public Works	Water Project 9: Miscellaneous Repairs to Elevated Storage Tanks	Working to perform some in-house and contract out the tank repair work	3.2
Planned	Public Works	SCADA System Upgrade	Basic upgrade complete; evaluating future upgrades/improvements needed	3.2

Planned	Public Works	Conduct required impact fee update	Last update April 2012	3.1, 3.2
Planned- Fall 2017	Finance, City Council, CMO , Public Works	Initiate a process to clearly define long-term infrastructure funding options	Staff support of the Water and Wastewater Rates Citizen Committee to evaluate funding mechanisms for utility CIP projects	3.2
Ongoing	Public Works, City Council	Reduce reliance on regional utility partners (e.g. water reuse)		2.4
Ongoing	Public Works , City Council	Articulate a methodology for prioritization of street projects		3.1
Ongoing	Public Works , City Council	Accelerate the street capital program		3.1
Ongoing	Public Works, City Manager's Office , Police, Communications	Manage SH26 project impacts		3.1
Ongoing	Public Works , City Council	Prioritize needed stormwater projects		3.3
Ongoing	Public Works, Finance, CMO	Identify funding source(s) for stormwater drainage capital projects		3.3
Ongoing	Public Works, CMO , City Council	Annually review and update the five year Capital Improvement Program		3.4
TBD	Public Works	Update of City's right-of-way maintenance ordinance	Staff currently evaluating processes; any necessary updates will be developed at a future date	3.1
TBD	Public Works	Construct Roundabout at Bedford and Cheek-Sparger	Contingent upon the developer of Heritage Farms	3.1
TBD	Public Works	Public Works Service Center Design	TBD	F2, F3, L1 3.4
TBD	Public Works	Review and update Land Development Code related to Public Works standards	TBD	B2, B4 4.1
TBD	Public Works	Update the stormwater drainage master plan	Included in 2017 Capital Improvement Program; staff in process of consultant selection. Scope to include funding options for needed drainage improvements (private v. public property)	3.3
TBD	Public Works	Evaluate the conversion of Village Lane/Main Street intersection to roundabout	Per Councilmember Nakamura request	
TBD	Public Works	L.D. Lockett Park drainage tributary improvements	Evaluate options and identify future funding (consider future park funding)	
TBD	CMO , Public Works	Evaluate private development streetlighting	Per Mayor Newton's request	
COMPLETE	Public Works	Research creek/tributary maintenance options/requirements on private property (HOAs, etc.)	Worksession held in Dec 2016, follow up discussion on February 21, 2017	C2, F3 3.3
COMPLETE	Public Works	Cheek-Sparger Road (Brown Trail to Bedford Road) - Rehabilitation	Completed January 2017	C4, C5, F2
COMPLETE	Facility Services	City Hall Façade Lighting	Installation of lighting completed on February 11, 2017	C5, F2
COMPLETE	Facility Services	Justice Center - Roof Repair		F2
COMPLETE	Facility Services	Repairs and Improvements to the Bidault House		F2
COMPLETE	Building Maintenance	Construct Trophy Case in City Hall (Priority 2)		F2

COMPLETE	Building Maintenance	Replace Water Heaters at Justice Center (Priority 1)	F2
COMPLETE	Building Maintenance	Council Chamber Lighting for Council/staff name signage (Priority 1)	F2
COMPLETE	Building Maintenance	Replace City Hall Water Valve Actuators (Priority 1)	F2
COMPLETE	Building Maintenance	Fan Powered Box to heat CH Executive Conference Room (Priority 1)	F2
COMPLETE	Building Maintenance	City Hall/library fire alarm system	C5
COMPLETE	Building Maintenance	Justice Center fire alarm system	C5
COMPLETE	Building Maintenance	Implement contract for disposal of fluorescent light bulbs	B2
COMPLETE	Building Maintenance	Implement contract for maintenance of parking lot gates at Justice Center	B2
COMPLETE	Building Maintenance	City Hall/library emergency lighting	C5
COMPLETE	Building Maintenance	Justice Center VAV boxes	F2
COMPLETE	Building Maintenance	Redundant HVAC unit for the City Hall Data Center	F2
COMPLETE	Building Maintenance	Colleyville Center back doors	F2
COMPLETE	Building Maintenance	Colleyville Center equipment doors to electrical and irrigation rooms	F2
COMPLETE	Building Maintenance	Colleyville Center 6-ton HVAC rooftop unit	F2
COMPLETE	Building Maintenance	Redundant HVAC unit for the Justice Center Data Center	F2
COMPLETE	Building Maintenance	City Hall/library boiler pumps and motors	F2
COMPLETE	Building Maintenance	Seal exterior building openings at the Justice Center	F2
COMPLETE	Building Maintenance	Colleyville Center parking lot and fire lane striping	F2
COMPLETE	Fleet	Vermeer Hydro Excavator Replacement	B1, F2
COMPLETE	Fleet	Implement Vehicle and Equipment Replacement Schedule	F3
COMPLETE	Fleet	Vehicles and Equipment sent to auction	F4
COMPLETE	Public Works	Emergency Asphalt (FY 2016)	F2
COMPLETE	Public Works	Water Facility Renewal (Area 1 - Western Trails)	F2
COMPLETE	Public Works	Water Facility Renewal (Area 2 - Reagan Estates)	
COMPLETE	Public Works	Bandit Trail (County project) - Rehabilitation	C4, C5, F2

COMPLETE	Public Works	Lowrie Road and Reagan Road (County project) - Rehabilitation	C4, C5, F2
COMPLETE	Public Works	Water Project 4: Upsize and Replace Water Lines in Sunrise Terrace Subdivision	F2
COMPLETE	Public Works	Construct Cotton Belt Trail Phase 3	C4, C5, F2
COMPLETE	Public Works	Light Tower/Generator for Backup Power for Lift Stations	F2
COMPLETE	Public Works	Reconstruction of Pleasant Run from Veranda to Bogart	C4, C5, F2
COMPLETE	Public Works	FEMA Grant Study (Creek Modeling)	F3, B3
COMPLETE	Public Works	Real Time Water System Pressure Monitors	C2
COMPLETE	Public Works	Backflow inspections (restructuring and process changes)	B2
COMPLETE	Public Works	American Public Works Association Accreditation	B2
COMPLETE	Public Works	PC: Update on the SH26 Project	C4
COMPLETE	Public Works	Reconstruction of Kingston Estates	C4, C5, F2
COMPLETE	Public Works	Master Thoroughfare Plan Update Address the Heritage Avenue boundary change	C4
COMPLETE	Public Works	Construction SH26 Phase I Enhancements	C4, C5, F2
COMPLETE	Public Works	2015 Miscellaneous Concrete Repairs	C2, F2
COMPLETE	Public Works	Miscellaneous Major Asphalt Maintenance 2015	C4, C5, F2
COMPLETE	Public Works	Field Connectivity for Meter Services Worker	B1, C2
COMPLETE	Public Works	First reading of Ordinance to adopt new utility rate structure	F2, F3
COMPLETE	Public Works	Plan Review and Inspection Fee Update (to address testing costs)	B2
COMPLETE	Public Works	Utility Relocations along SH26	C4
COMPLETE	Public Works	Construction of the Jackson Cheek-Sparger Roundabout	C4, C5, F2
COMPLETE	Public Works	Update City Council on Access Midstream Pipeline alignment and right-of-way use fee	C5
COMPLETE	Public Works	Water/Wastewater Master Plan Continuation of Rate Discussion	F3
COMPLETE	Public Works	Clean and Seal Exterior Stone City Hall/Library	F2
COMPLETE	Public Works	Mosquito Program Presentation	C2, C5
COMPLETE	Public Works	Adopt Water/Wastewater Master Plan (Resolution)	C2, C5, F2, F3

COMPLETE	Public Works	Approve Engineering Services Agreement for redesign of SH26	C4, F2, F3
COMPLETE	Public Works	Temporary Repair of Whites Chapel Road Bridge	F2
COMPLETE	Public Works	Rehabilitate Lavaca Trail - 2014 County Project	C4, F2
COMPLETE	Public Works	Rehabilitate Jackson Road (2015 County Project)	C4, F2
COMPLETE	Public Works	Pavement Markings 2015	F2
COMPLETE	Public Works	Street Maintenance (one-time)	C4, F2
COMPLETE	Public Works	Purchase and implement Networkfleet GPS Monitoring	B1
COMPLETE	Public Works	Hire Construction Inspector (project-funded)	F2
COMPLETE	Public Works	Implement Flood System Maintenance Contract	C5
COMPLETE	Public Works	Implement Traffic Signal Maintenance Contract	B2
COMPLETE	Public Works	Guardrail Repair Program (use some of one-time street maintenance \$)	F2
COMPLETE	Public Works	Field Connectivity- purchase 3 tablets & aircards	B1
COMPLETE	Public Works- CIP	Pavement Markings	F2
COMPLETE	Public Works- CIP	Rehabilitate Streets in Jewel Estates Subdivision	F2, C4

STAR Report

Projects: Parks

Note: 2016-2017 Consensus Priorities shown in **red**

Note: 2017 Visioning Workshop objectives shown in **blue**

Status	Responsible Dept / Program	Action Item	Notes	Strategic Plan Connection
In Progress	Parks	Finalize and implement the master parks and trails plan	Consultant is working on citizen engagement and data collection portions of the project	5.3
In Progress	Parks	L.D. Lockett Park / Cotton Belt Trailhead Enhancement Project	Construction on-going	5.3
In Progress	Parks	Pleasant Run Improvements- Painting, new trash & recycling units, replace & add shade structures, install landscape beds	Several shade structures will be installed in May, after the soccer season is complete to avoid damaging fields in season	5.3
TBD	Parks	Dredge the Kimzey Park Pond	Working on bids	2.4, 3.3
TBD	Parks	Redefine/dig out drainage channel at L.D. Lockett Park	Working on bids	2.4, 3.3
TBD	Parks	Playground and adult fitness equipment at L.D. Lockett Park	Have the Plans, need to identify funding source	5.3
TBD	Parks, Recreation , City Council	Evaluate the feasibility of building a new multi-purpose community center		5.3
Ongoing	Parks	Plan for new park development		5.2
On Hold	Parks	Park Signage update- All Parks	Will be working on signage standards during the Master Plan	5.1
COMPLETE	Parks	Sign Lighting for Entry Markers (convert from solar to hard-wired lighting) -Only some were applicable	Some require the installation of additional power poles and over head wiring; they were left as solar	5.3
COMPLETE	Parks	Sparger Park & City Park restroom repainting		
COMPLETE	Parks	POW Memorial Beds	Redesign and install new beds around the POW Memorial. Funging through the Garden Club	
COMPLETE	Parks	Community Garden Analysis		C1, F3, B3
COMPLETE	Parks	Pleasant Run Practice Fields - renovation		C1, F2, F3
COMPLETE	Parks	Splash pad recirculation system		C1, B2, F2
COMPLETE	Parks	Flashing trail crossing signage along the Cotton Belt Trail		C4, F2
COMPLETE	Parks	Playground at Pleasant Run Park		C1, F2
COMPLETE	Parks	Cotton Belt Trail - Phase III		C1, C4, F2
COMPLETE	Parks	Pleasant Run Trail Construction (Bogart to Mission)		C4
COMPLETE	Parks	City Park - Landscape and Amenities		C1

COMPLETE	Parks	Shade Structure Replacement at City Park- Fields 1-3	C1
COMPLETE	Parks	Construct Cotton Belt II Spur @ Webb House	C4
COMPLETE	Athletic Field Maint.	Baseball/Softball field laser grading maintenance rotation	C1, F2
COMPLETE	Parks	Pleasant Run Trail ROW (Bogart to Mission)	C4, C1
COMPLETE	Parks Maintenance	Railroad rights-of-way maintenance	C1
COMPLETE	Parks Maintenance	Tree falling and removal at Nature Center	C1



City of Colleyville City Council Agenda Briefing

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

Agenda Number WS-3

Agenda Date 05/16/2017

Type Worksession

Department Public Works

Title

Duck Crossing Signs on Riverwalk Drive

Strategic Plan

4.1 Protect Colleyville's semi-rural residential character

Explanation

This item is placed on the agenda at the request of Councilmember Lindamood. Staff will facilitate a discussion on the existing signage along Riverwalk Drive as it relates to the ducks and geese that frequent the nearby ponds. A citizen request for additional signage that includes flashing lights has been suggested for the area and staff will discuss the options and signage that could be used. Staff will be seeking City Council direction if additional signage is to be implemented.

Attachments

1. Riverwalk Drive Signage Presentation

Riverwalk Drive Signage

**City Council Worksession
May 16, 2017**

Background



- The City has received concerns from citizens about the ducks and geese in the area of the Justice Center Ponds
- The concerns revolve around the safety of the fowl as they cross the road, traveling to and from the area ponds
- Additional signage with flashing lights has been requested for the area



Existing Signage



Requested Signage



Questions and Discussion



City of Colleyville City Council Agenda Briefing

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

Agenda Number WS-4

Agenda Date 05/16/2017

Type Worksession

Department Community Development

Title

Cherry Lane fencing and related Land Development Code policy direction

Strategic Plan

Explanation

A six-foot wrought iron fence with stone columns was constructed without a permit within the front yard and along the front property line of the lot located at 1505 Cherry Lane. According to the Land Development Code (LDC), a fence is only allowed in the front yard for properties 40,000 square feet in size or greater.

Existing Conditions/Background: The subject property is generally located on the south side of Cherry Lane and east of Bluebonnet Drive. It is zoned R-30 Single Family Residential district and is currently platted as Lot 2, Block 2, of the Turner Addition.

The subject property was previously undeveloped and a new single-family residence was recently constructed on the lot. The property owner and applicant, Larry Stewart Homes, allowed construction of the wrought iron fence with stone columns along the front property line prior to submitting a fence permit. Upon submittal of a fence permit application, the applicant was informed that the desired location for the fence was not permitted. At various points during the construction of the home, the applicant was notified of the need for a fence permit. A chronology of the non-compliant fence is provided as attachment "A".

Requested Variance: The applicant requested a variance to allow the six-foot wrought iron fence with stone columns along the front (north) property line to remain. The current placement encroaches 35 feet into the required front yard setback (see the ZBA packet attached as attachment "B"). The applicant contends that the fence along the front property line would be consistent with other properties in the neighborhood, including the adjacent corner lot, which they own, and upon which they are currently constructing a home.

Ordinance – Chapter 3 (Land Use) of the Land Development Code (LDC) prohibits all fences greater than 30 inches in height from being located within the required front yard setback (Section 3.26.E) except for lots greater than 40,000 square feet. The subject property is 33,782 square feet in size.

"Exceptions to front yard requirement: Lots containing a minimum of 40,000 square

feet, and subdivisions, shall be allowed to construct a perimeter fence within the front yard setback. Said fencing shall be no greater than eight (8) feet in height and shall have no greater than twenty-five (25) percent solid construction within the front yard..."

Board Action – The Zoning Board of Adjustment (ZBA) heard this item at their September 13, 2016 regular meeting. Although the fence is aesthetically appealing, the board did not find that a hardship as defined and required by the LDC existed. The Board motioned to approve the variance request but the motion failed by a vote of 2-3. For a motion to be approved it must have a minimum of 4 favorable votes. A motion that fails is considered a denial.

Follow-Up – Following the action of the ZBA, staff notified Larry Stewart Homes requesting removal of the non-compliant structure before October 31, 2016. Staff then received direction to stay any enforcement action pending a review by the City Council to determine the desired course of action.

Enforcement vs. Ordinance Amendment: Given the history to this point, staff has identified two alternatives for the City Council to consider. The first is to continue with enforcement and require the non-compliant fence to be removed. The second is to amend the LDC, specifically the exemption to allow for fences in the front yard setback on properties smaller than 40,000 square feet in size.

Enforcement – The enforcement option would authorize staff to re-instate the previous request to bring the lot into compliance by removing the non-compliant fence along the front property line. Staff would again notify Larry Stewart Homes requesting removal of the non-compliant structure.

Ordinance Amendment – The current exception allows for a perimeter fence within the front yard setback for lots 40,000 square feet in size or larger. This correlates with properties zoned R-40 Single Family Residential. Amending the LDC for this property would require a significant reduction to the minimum lot size in order to be eligible for the exception. The subject property is only 33,782 square feet in size. Thus a reduction down to 30,000 square feet, or the minimum lot size required for the R-30 Single Family Residential district, would be needed. A reduction down to 30,000 square feet would allow for fencing along the front property line for many additional properties throughout the City. An analysis of all residential zoned properties 40,000 square feet and larger as well as properties between 30,000 square feet and 40,000 square feet is provided as attachment "C".

Attachments

1. Cherry Lane Fence Presentation
2. Attachment "A": 1505 Cherry Ln - Fence Chronology
3. Attachment "B": 1505 Cherry Ln - ZBA Agenda Packet
4. Attachment "C": Lot Size Exhibit

1505 Cherry Lane Fence Along Front Property Line

City Council Worksession
May 16, 2017

Purpose



1. History / Background
2. Variance Request – Zoning Board of Adjustment
3. Enforcement vs LDC Amendment



History / Background

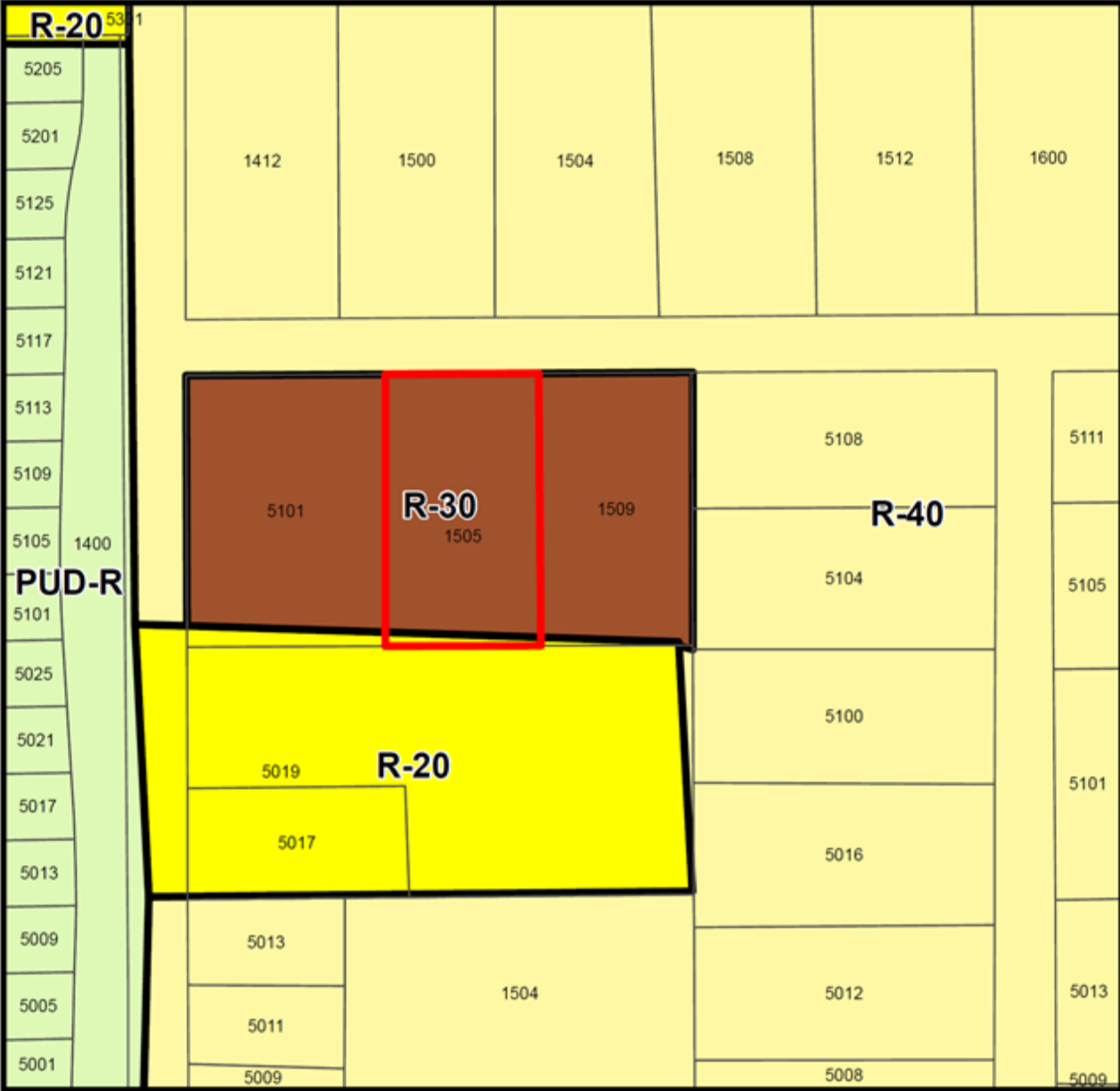


- A 6-foot wrought iron fence with stone columns was constructed without a permit within the front yard and along the front property line
- Per the LDC, an exemption is authorized for a fence in the front yard only for properties 40,000 square feet in size or greater
- The subject property is 33,782 square feet in size
- ZBA heard this item at their September 13, 2016 regular meeting
 - ZBA motioned to approve the request; motion failed by a vote of 2-3
 - A motion that fails is considered a denial
- Staff requested removal of the fence; Fence still there
- Two (2) possible options
 - Continue enforcement
 - LDC amendment to reduce the minimum lot size to qualify for exemption

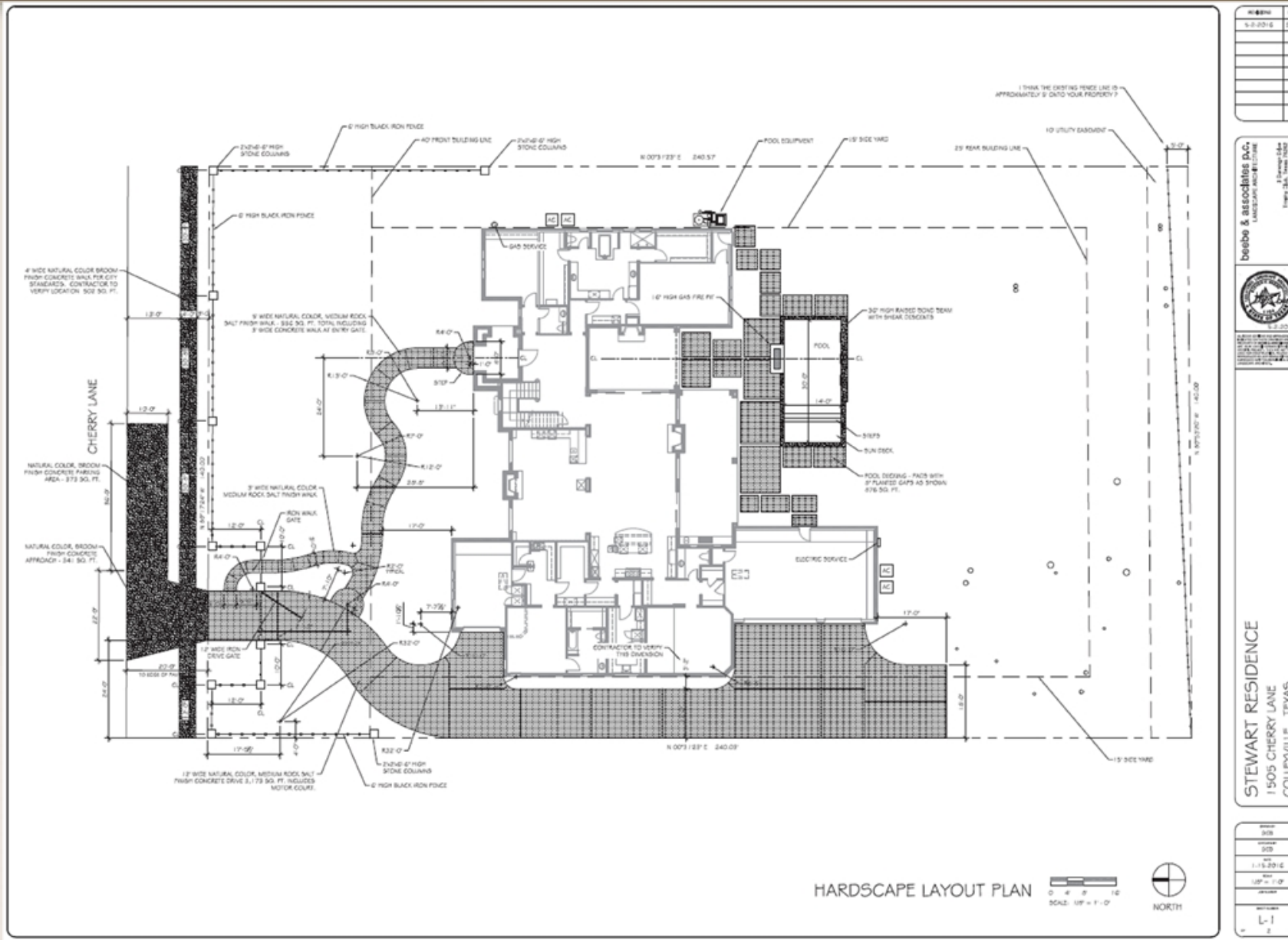
Aerial Map



Zoning Map



Site Exhibit



Photos





Photos



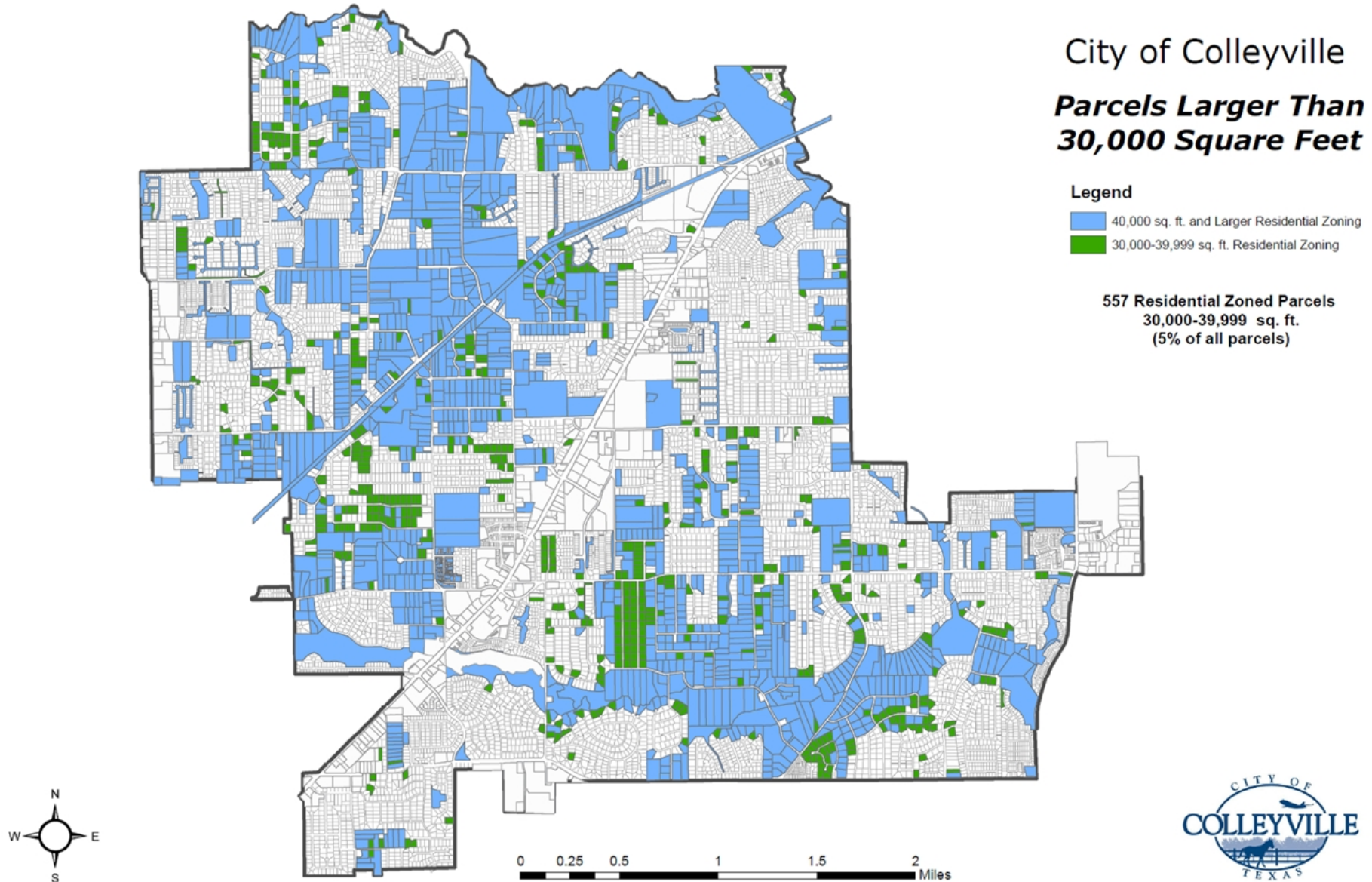
View looking east



View looking west



Parcel Exhibit: 30,000 sq ft and larger



Summary

- Staff is seeking City Council direction on course of action
 - Continue enforcement (removal of fence)
 - LDC amendment to reduce the minimum lot size to qualify for exemption

Questions and Discussion



1505 CHERRY LANE – CHRONOLOGY OF NON-COMPLIANT FENCING

5/17/16 – Paving Inspection request received via E-Trakit. Byron Osgood, Public Works Construction Inspector posted FAIL inspection result due to *“reinforcing steel must be domestic”*. **NOTE:** Paving inspections automatically default to a Public Works inspector and based on the failure result, it appears an approach/driveway inspection was performed and there is not any mention of footings or columns for the fence.

5/19/16 – Paving Inspection requested with a note attached *“column footing inspection”*. Mike Shea, Public Works Construction Inspector resulted the inspection as CANCEL due to *“footings are on private property. No inspection required.”*

NOTE: Inspection request is invalid due to: 1) paving inspection is only for driveways/sidewalks; 2) fence columns cannot be inspected using the new home permit, and: 3) there was not any fence permit issued to allow for footing inspection

5/23/16 – Paving Inspection requested with a note *“column footing inspection - Kelly and Les were emailed the plan.”* Mike Shea posted CANCEL inspection result without any narrative. Kelly Minor posted a note in Trakit stating *“Public Works does not inspect column footings. Will contact builder”*. She emailed Chase Dearing at Larry Stewart Homes on 5/23/16 as follows: *“Chase, someone keeps calling in a paving inspection for column footers. It’s not a PW inspection. Is it for a fence? What columns?”*
No response from Chase Dearing.

Les Folse stated he had a phone conversation the same day with a rep from Larry Stewart Homes (could not recall who) and he advised them that an inspection could not be performed because there was not a fence permit on file.

6/28/16 – Application received from Lambert’s Ornamental Iron for fence permit to install masonry columns and wrought-iron fence panels along front of lot.

7/9/16 - Plan review performed on 7/9/16 and DENIED due to fence encroachment into front yard building setback. Email sent to applicant, Chris Gruesfelder of Lambert’s advising that plan does not conform.

7/14/16 – On-site investigation performed and photos taken of illegal fence already constructed along front of property.

9/9/16 – On-site investigation performed and photos taken of a new illegal wood fence already constructed along the sides of property. Investigation revealed that Esterday Fence was the violator.

9/13/16 – ZBA denies variance request to allow fence encroachment into front yard setback.

9/29/16 – Email sent by Eddie Wilson to Connie Stewart requesting removal of the illegal structure before October 31st, 2016.



**City of Colleyville
Zoning Board of
Adjustment
Agenda Briefing**

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

Agenda Number 2a	Agenda Date 09/13/2016	Number
Type Public Hearing Agenda Items		
Department Community Development		

Title

Request for a variance to certain provisions of Section 3.26 Fences, Free Standing Walls, and Screening Materials of the Land Development Code on Lot 2, Block 2, Turner Addition, located at 1505 Cherry Lane, Case VC16-008

Explanation

Larry Stewart, the applicant, is requesting approval of a variance to allow a six-foot wrought iron fence with stone columns constructed on the subject property to encroach approximately 35 feet into the required front yard setback.

Existing Conditions/Background: The subject property is generally located on the south side of Cherry Lane and east of Bluebonnet Drive. It is zoned R-30 Single Family Residential district and is currently platted as Lot 2, Block 2, of the Turner Addition.

The subject property was previously undeveloped and the applicant is in the process of constructing a new single family residence on the subject property. The applicant constructed a wrought iron fence with stone columns along the front property line prior to submitting a fence permit. Upon submittal of a fence permit application, the applicant was informed that the desired location for the fence was not permitted.

Requested Variance: The applicant is requesting a variance to allow the six-foot wrought iron fence with stone columns along the front (north) property line to remain. The current placement encroaches 35 feet into the required front yard setback (see attached Site Plan exhibit).

Ordinance – Chapter 3 (Land Use) of the Land Development Code (LDC) prohibits all fences greater than 30 inches in height from being located within the required front yard setback (Section 3.26.E.1.). Section 3.26.E. also contains a provision allowing for fences to be located within the front yard setback on lots greater than 40,000 square feet, but the subject property is 33,782 square feet:

"Exceptions to front yard requirement: Lots containing a minimum of 40,000 square feet, and subdivisions, shall be allowed to construct a perimeter fence within the front yard setback. Said fencing shall be no greater than eight (8) feet in height and shall have no greater than twenty-five (25) percent solid construction within the front yard. Allowed construction materials shall be the same as paragraph "1.a" above. This exception shall not apply to properties zoned as a PUD district."

Chapter 1 (General Provisions) of the LDC authorizes the Zoning Board of Adjustment to grant variances to the fence requirements set forth in Chapter 3 (Land Use):

“where the literal enforcement of the provisions of the ordinance would result in an unnecessary hardship, and where such variance is necessary to permit a specific parcel of land which differs from other parcels of land in the same district by being of such restricted area, shape or slope that it cannot be developed in a manner commensurate with the development permitted upon other parcels of land in the same district. A modification of the standards established by this ordinance shall not be granted to relieve a self-created or personal hardship, nor for financial reason only, nor shall such modification be granted to permit any person a privilege in developing a parcel of land not permitted by this ordinance to other parcels of land in the district.”

Analysis – The proposed fence type and location contributes to the rural character of the city, and is aesthetically appealing. However, the applicant has not presented a hardship as defined by the LDC on the subject property. There are no unique topographical features requiring the fence to be placed at the front property line therefore making the current location a self-imposed hardship. Further, the fence was constructed prior to submitting a building permit in a location not permitted by the LDC. In the attached Statement of Planning Objectives the applicant indicated that the fence was very expensive as a basis for the request to allow the fence to remain. Staff recognizes the financial implications of the request; however, the LDC and Texas Local Government Code both explicitly state that financial reasons alone are not grounds for a granting variance.

Surrounding Development: The properties to the north are zoned R-40 Single Family district and developed with single family homes. The properties to the east and west are zoned R-30 Single Family district and are currently undeveloped. The properties to the south are zoned R-20 Single Family district and developed with single family homes.

Public Notification: Staff mailed notices to all property owners within 200 feet 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 LDC. To date, staff has received no correspondence for the request.

Staff Recommendation: The applicant has not presented a hardship as defined by the LDC on the subject property. There are alternative locations for the proposed fence which meet the requirements of the LDC. There is also the option to make the fence less than 30 inches tall which would meet the requirements of the LDC and would allow the proposed placement. Staff recommends denial of the proposed variance.

9/13/16 - ZBA Agenda Packet

Recommendation

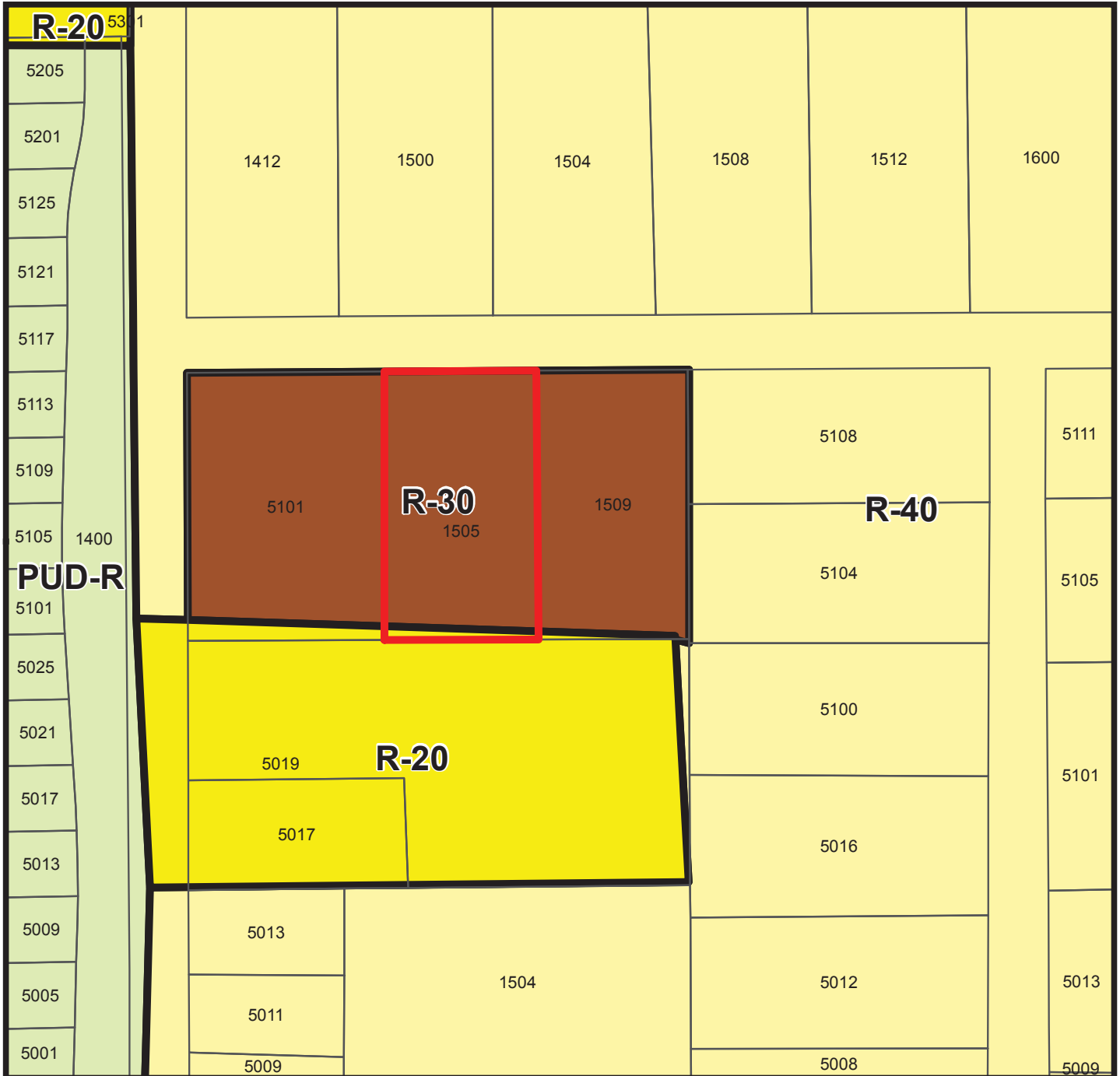
Denial

Attachments

1. Zoning Map
2. Aerial Map
3. Site Plan
4. Statement of Planning Objectives
5. Existing Plat
6. Additional Information Submitted by Applicant
7. Notification Map
8. Notification List

9/13/16 - ZBA Agenda Packet

ZONING MAP



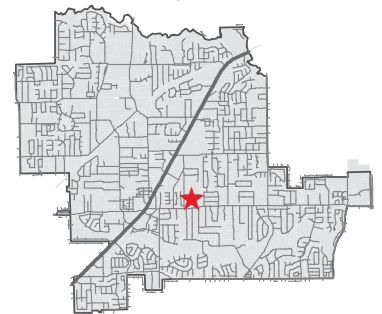
VC16-008

1505 CHERRY LANE

Legend

 Subject Property

Vicinity Map



1 inch = 125 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.

9/13/16 - ZBA Agenda Packet

AERIAL MAP



VC16-008

1505 CHERRY LANE

Legend

 Subject Property

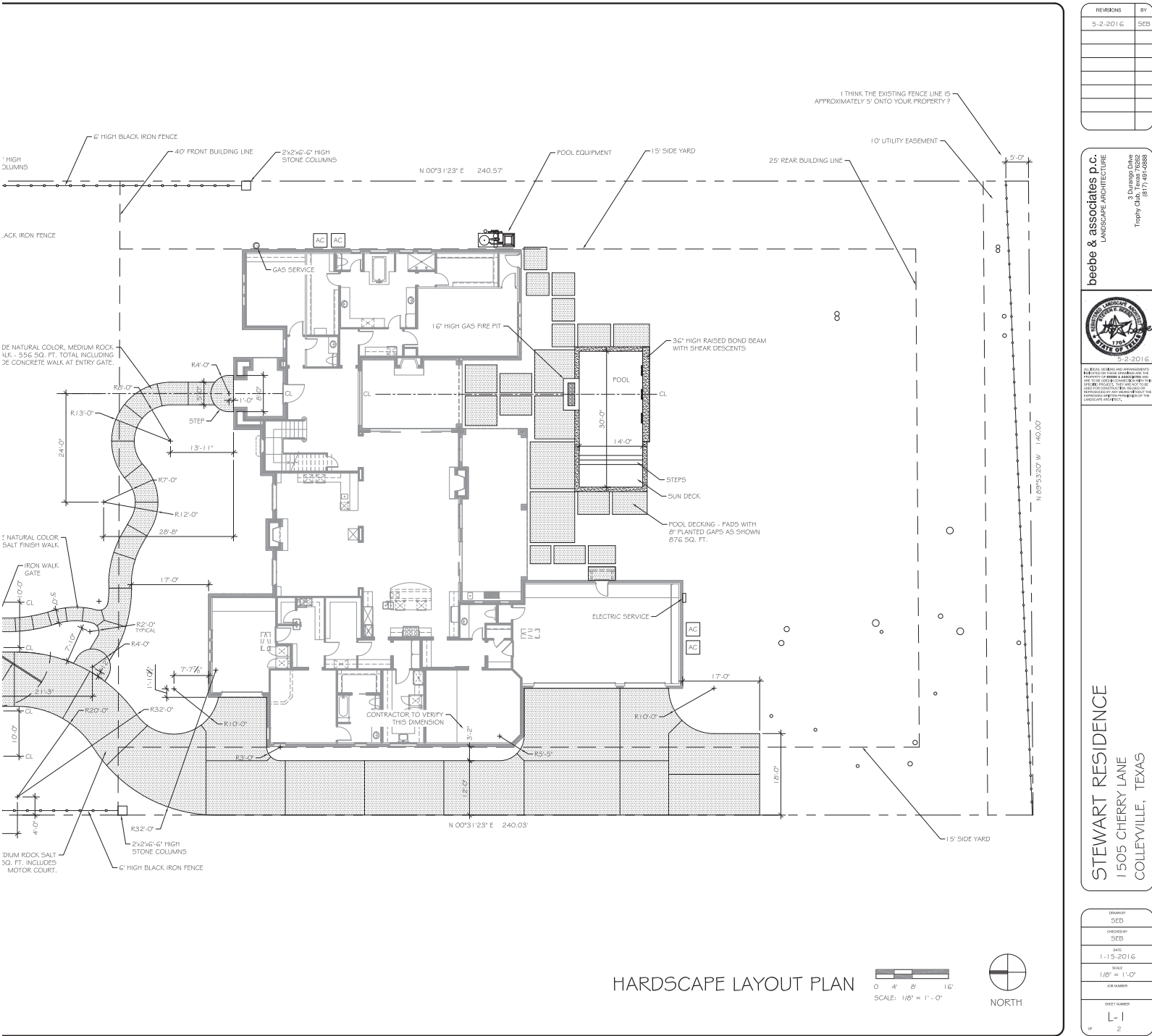
Vicinity Map



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Site Plan



9/13/16 - ZBA Agenda Packet

Statement of Planning Objectives

City of Colleyville,

Re: 1505 Cherry

Dear Zoning Department,

As I am sure you know we have built custom homes in Colleyville for over 30 years.

When it came time for us to move we didn't hesitate to find our new home lot here. We subdivided 3 lots. The corner an acre and the other two lots are almost 80% of an acre.

We got our building permit and began our new home. We have the home next door sold that is one acre. They are fencing the front and building a beautiful home. If we treat all the entrances alike it will make for a visual continuity that brings Colleyville a very nice plan and visual exterior. We have set our home far back from the street as to make the esthetics pleasing.

We have our current home on the market and have an interested buyer. We have my 85 year old mother living with us and we don't have anywhere to move if we cannot get into the home.

If there is any way to not tear down the fence as it was very expensive please let us know. Happy to do additional landscape or other things. As the home next door will have the same fence and hook onto ours it will make for a much better look in the end.

Thank you so much for your consideration,

Larry and Connie Stewart

Existing Plat



9/13/16 - ZBA Agenda Packet

Additional Information Submitted by Applicant

VARIANCE REQUEST 1505 CHERRY AVENUE:

BUILD FENCE AND STONE COLUMNS BEYOND THE 35' BUILD LINE AS ALLOWED WITH A 40,000 SQUARE FOOT LOT

LOT 2 SIZE 33,679 SQUARE FEET (EXHIBIT A-1)

BUILDER/DEVELOPER:

LARRY STEWART TO BUILD HOUSES ON EITHER SIDE OF 1505 CHERRY AVENUE (EXHIBIT B-1, B-2)

LOT 1 SIZE 41848 SQUARE FEET; LOT 3 SIZE 33577 (EXHIBIT B-3, B-4)

ALL THREE LOTS TO LOOK SIMILAR WITH COLUMNS AND FENCE ON THE SOUTH SIDE OF CHERRY AVENUE

AESTHETICS:

ENHANCES NEIGHBORHOOD (EXHIBIT C-1, C-2, C-3)

DOES NOT OBSCURE NEIGHBOR'S SIGHT LINE

NOT VISIBLE FROM EITHER END OF THE STREET (EXHIBIT C-4, C-5)

SIMILAR FENCE AND COLUMN LAYOUT ON LARGER LOTS IN THE NEIGHBORHOOD ON ROSE STREET (EXHIBIT C-6)

RECEIVED

AUG 22 2016

Per

Additional Information Submitted by Applicant

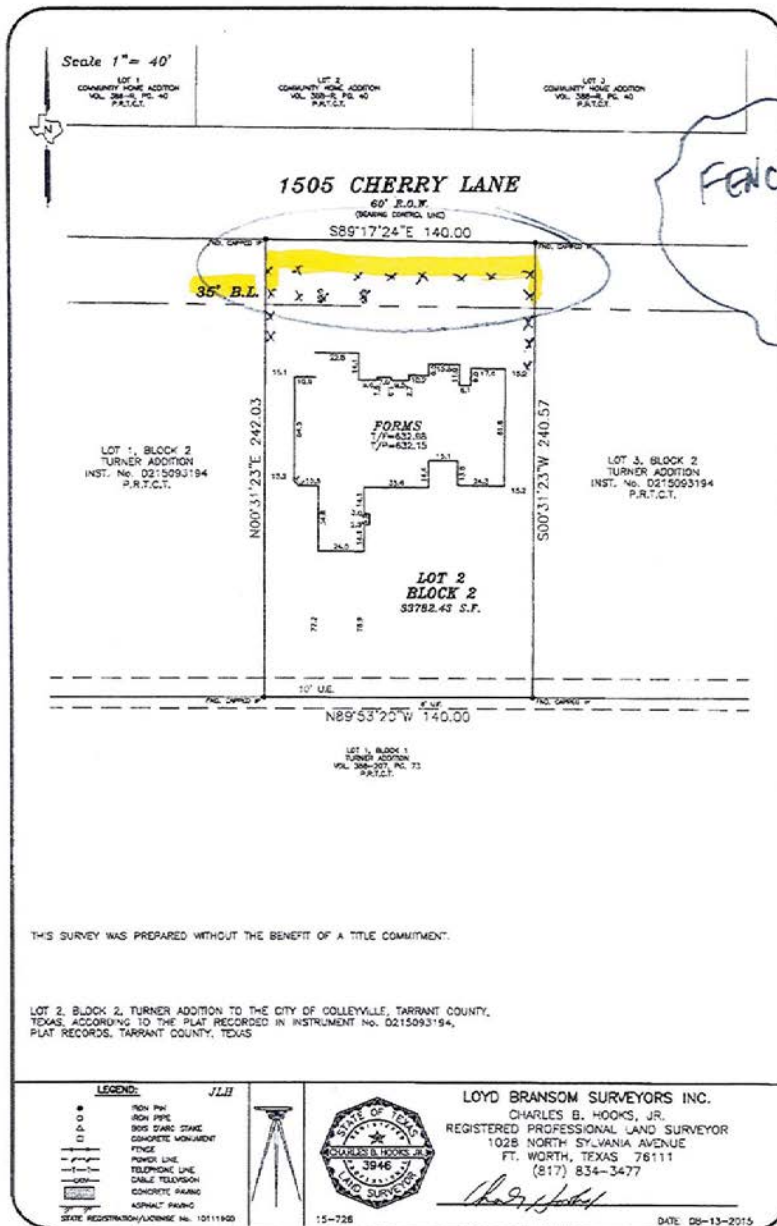
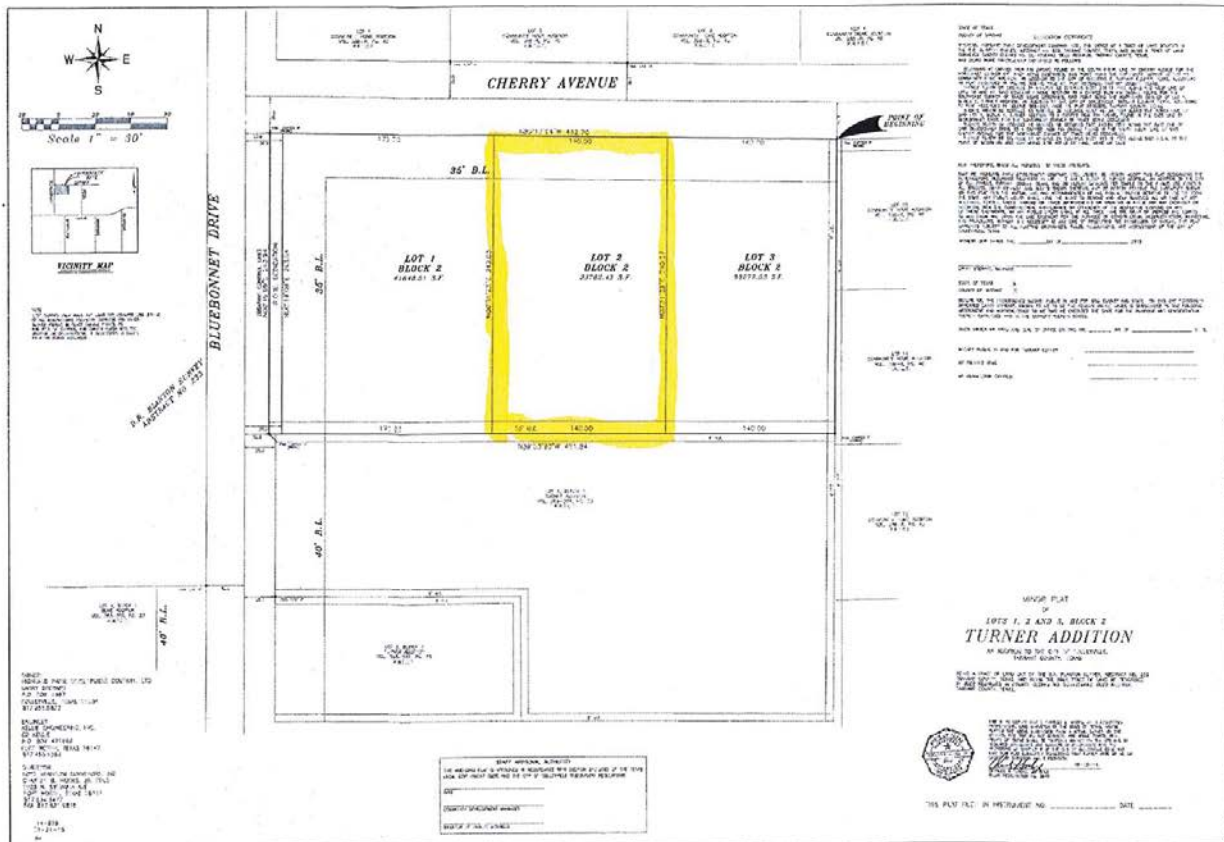


EXHIBIT A-1

9/13/16 - ZBA Agenda Packet

Additional Information Submitted by Applicant

EXHIBIT B-1



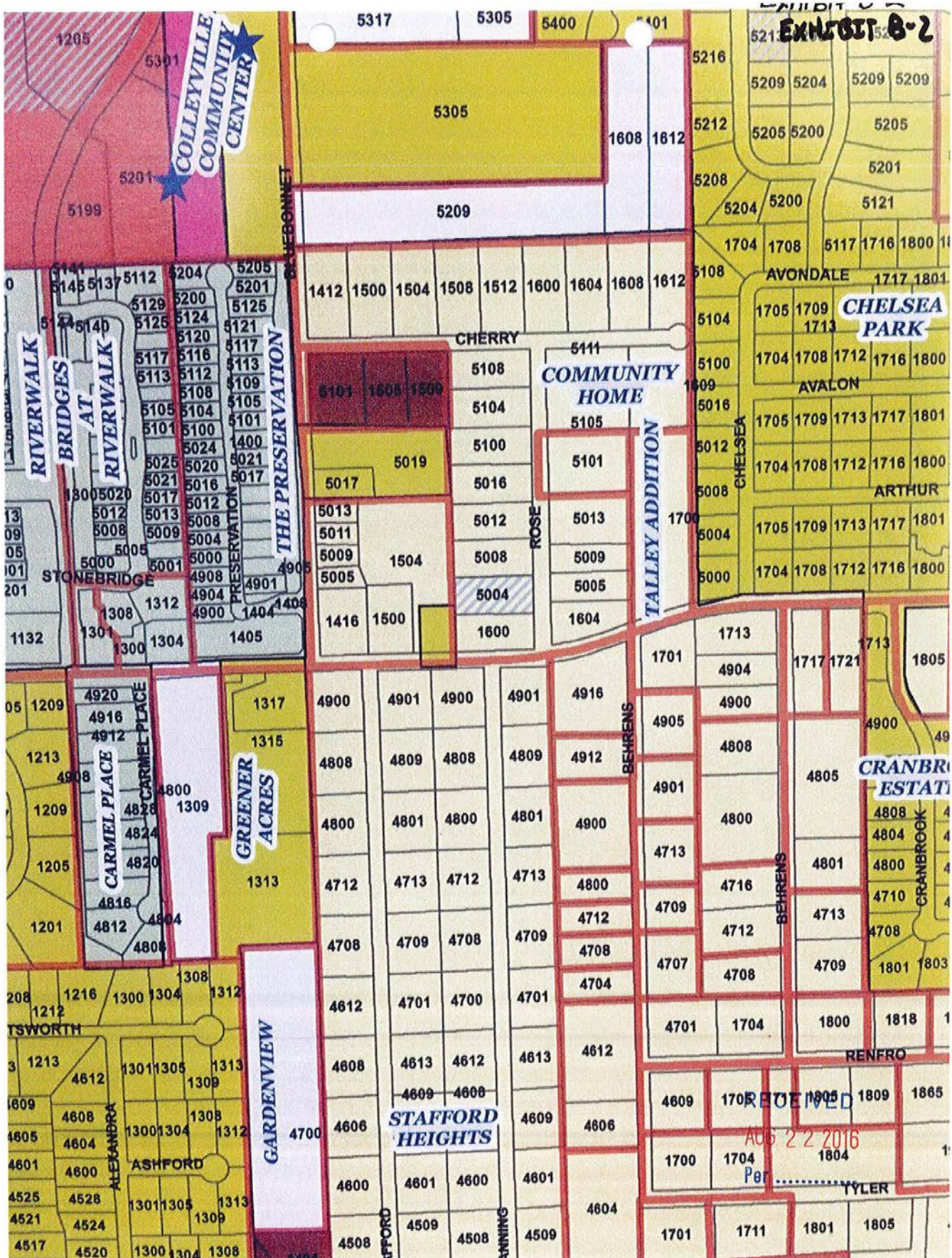
RECEIVED

AUG 22 2016

Per

9/13/16 - ZBA Agenda Packet

Additional Information Submitted by Applicant



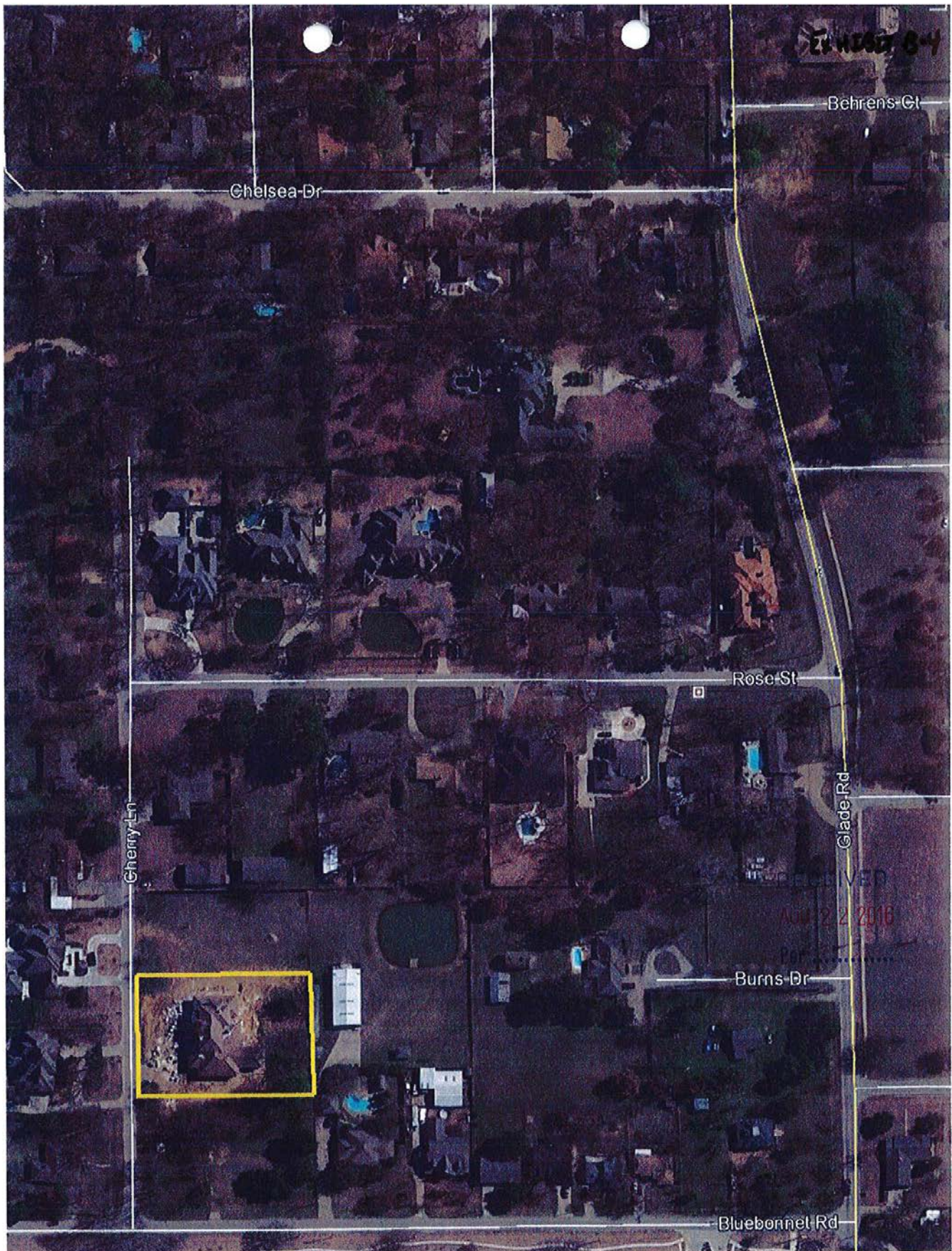
9/13/16 - ZBA Agenda Packet

Additional Information Submitted by Applicant



9/13/16 - ZBA Agenda Packet

Additional Information Submitted by Applicant



Additional Information Submitted by Applicant



Additional Information Submitted by Applicant



Additional Information Submitted by Applicant



Additional Information Submitted by Applicant



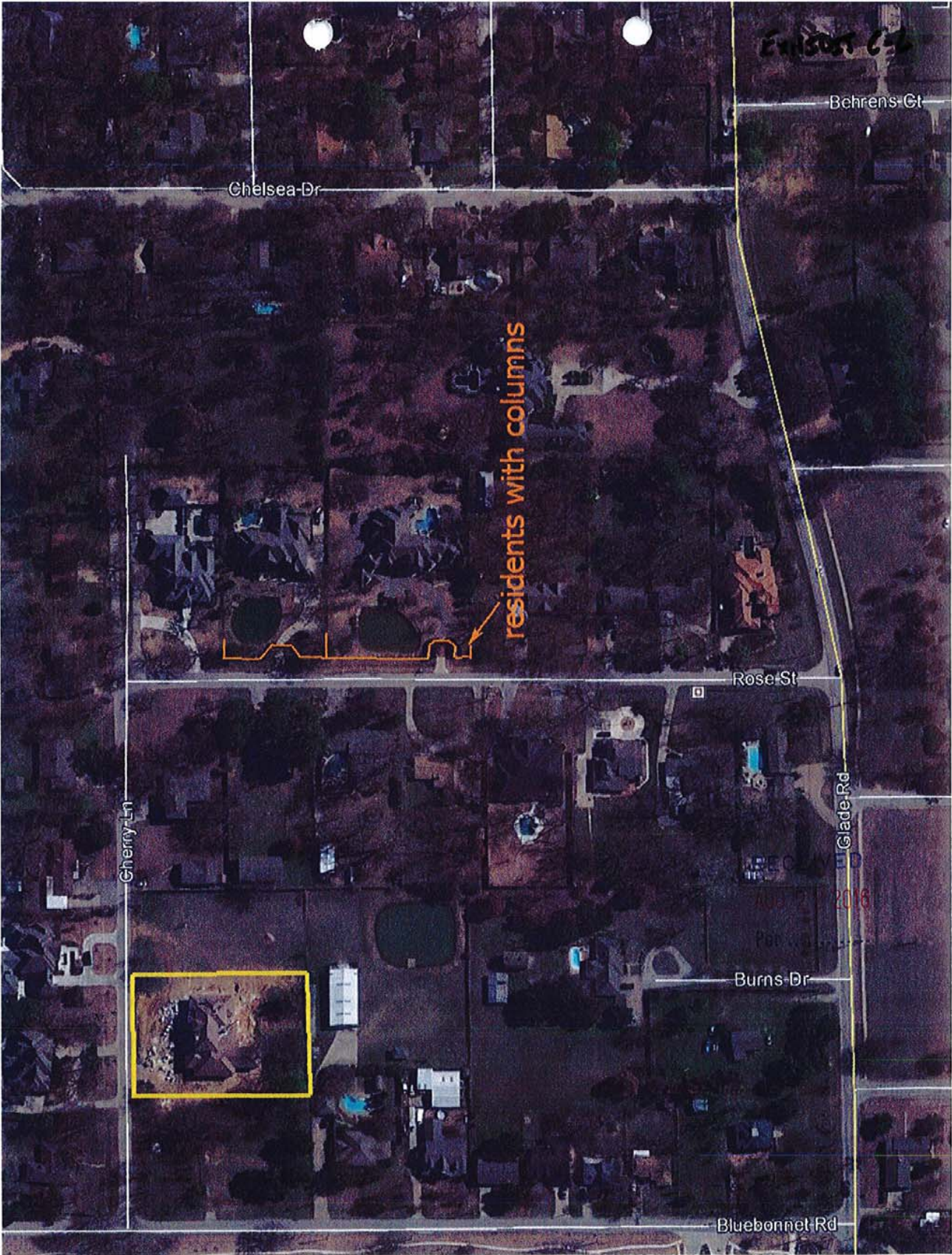
9/13/16 - ZBA Agenda Packet

Additional Information Submitted by Applicant



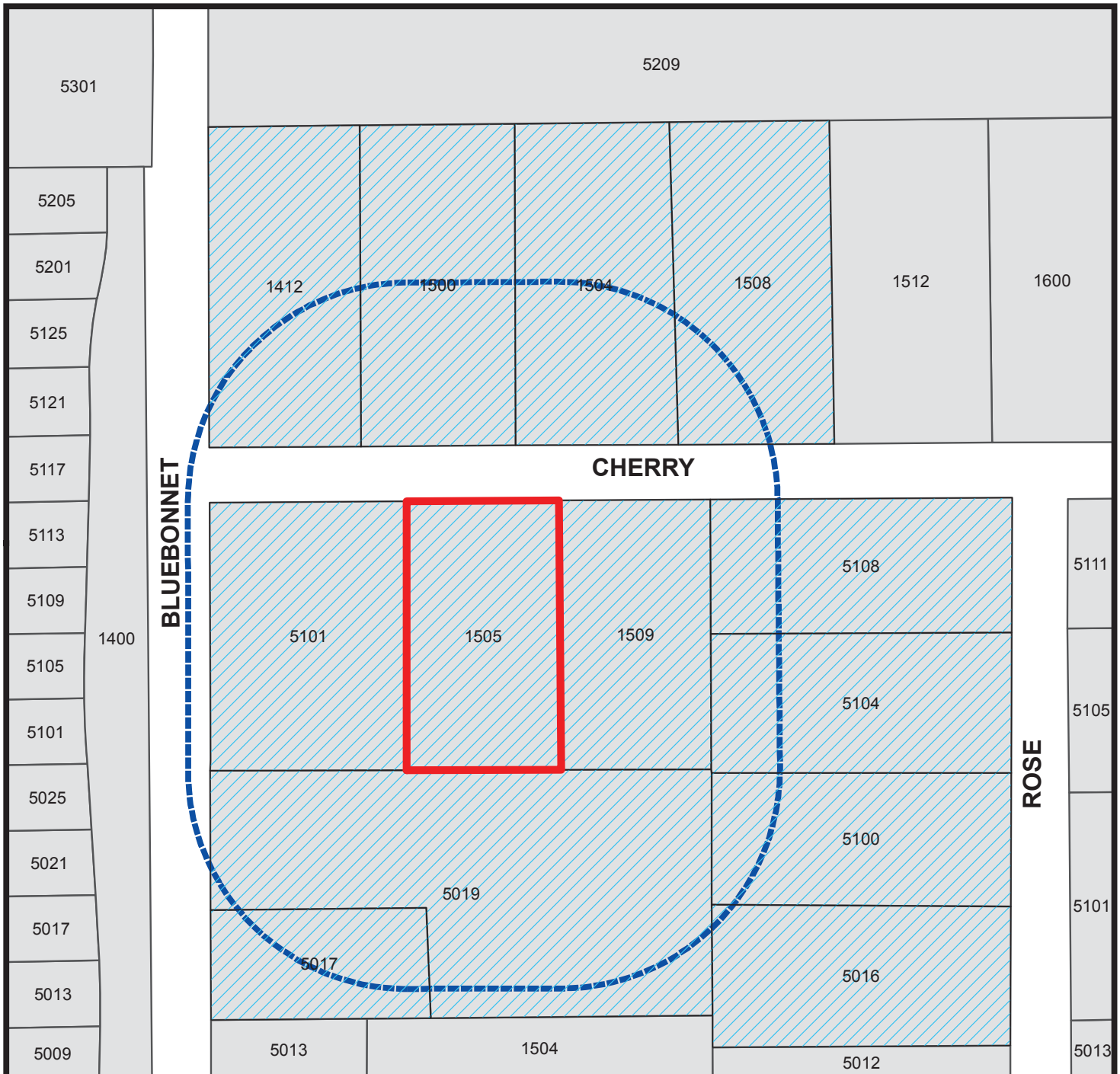
9/13/16 - ZBA Agenda Packet

Additional Information Submitted by Applicant



9/13/16 - ZBA Agenda Packet

NOTIFICATION MAP



VC16-008

1505 CHERRY LANE

-  Subject Property
-  Properties within 200ft
-  200ft Buffer

Vicinity Map



1 inch = 125 feet

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9/13/16 - ZBA Agenda Packet

Notification List

Owner Name	Owner Address	Owner City	Owner Zip	Situs Address
SPEIGHT, MATT	1504 CHERRY LN	COLLEYVILLE, TX	76034	1504 CHERRY LN
COBB, JESSE G	1508 CHERRY LN	COLLEYVILLE, TX	76034	1508 CHERRY LN
PALANZA, DOMINICK	1500 CHERRY LN	COLLEYVILLE, TX	76034	1500 CHERRY LN
DOUGLASS, GEORGE W	1412 CHERRY LN	COLLEYVILLE, TX	76034	1412 CHERRY LN
WILLIAMS, JAMES R	5108 ROSE ST	COLLEYVILLE, TX	76034	5108 ROSE ST
CLARK, HARRY P	5104 ROSE ST	COLLEYVILLE, TX	76034	5104 ROSE ST
CALLAHAN, JAMES M	5019 BLUEBONNET RD	COLLEYVILLE, TX	76034	5019 BLUEBONNET DR
HALLEY, WILLIAM LEE	5100 ROSE ST	COLLEYVILLE, TX	76034	5100 ROSE ST
PHAGAN, QUELL I	5016 ROSE ST	COLLEYVILLE, TX	76034	5016 ROSE ST
GARDNER, DAVID	5017 BLUEBONNET DR	COLLEYVILLE, TX	76034	5017 BLUEBONNET DR
DONEPUDI, SREECHANDRA	113 MILL CROSSING E	COLLEYVILLE, TX	76034	1501 CHERRY LANE
HIGHLAND PARK DEVELOPMENT COMP	PO BOX 1497	COLLEYVILLE, TX	76034	1509 CHERRY LANE
STEWART, LARRY	2601 HIGHLAND PARK CT	COLLEYVILLE, TX	76034	1505 CHERRY LANE
STEWART, LARRY	2601 HIGHLAND PARK CT	COLLEYVILLE, TX	76034	APPLICANT
GRAPEVINE-COLLEYVILLE ISD	3051 IRA WOODS AVE E	GRAPEVINE, TX	76051	STATE LAW REQUIRED

Public hearing notices were mailed
Friday, August 26, 2016 by Araceli
Botello

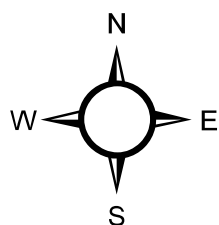
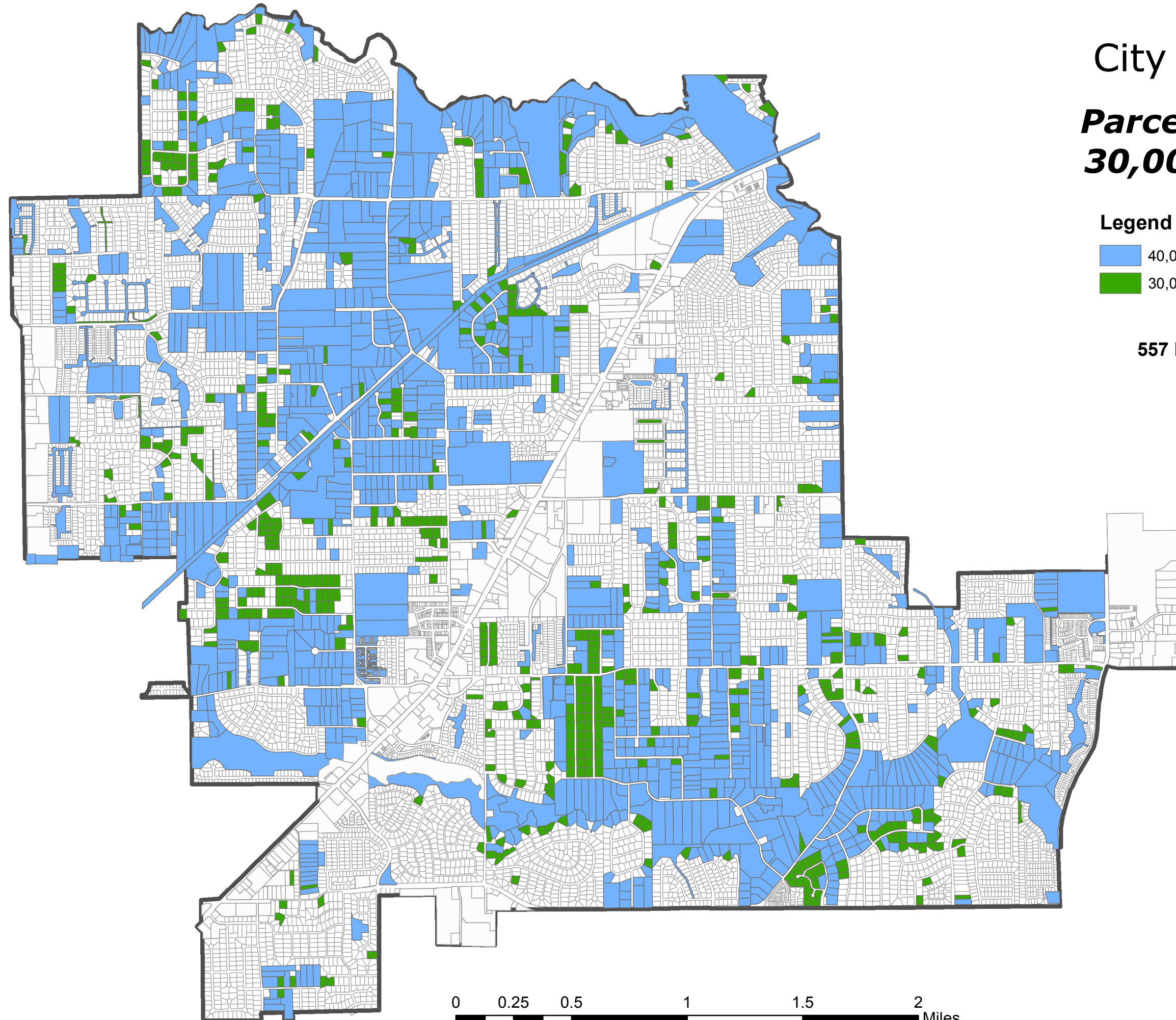
City of Colleyville

Parcels Larger Than 30,000 Square Feet

Legend

-  40,000 sq. ft. and Larger Residential Zoning
-  30,000-39,999 sq. ft. Residential Zoning

**557 Residential Zoned Parcels
30,000-39,999 sq. ft.
(5% of all parcels)**



0 0.25 0.5 1 1.5 2 Miles





City of Colleyville City Council Agenda Briefing

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

Agenda Number WS-5

Agenda Date 05/16/2017

Type Worksession

Department City Secretary

Title

Discussion of the May 16, 2017, City Council regular agenda items



City of Colleyville City Council Agenda Briefing

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

Agenda Number 1

Agenda Date 05/16/2017

Type Executive Session

Department City Secretary

Title

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

Section 551.071 - Legal - Consultation with the City Attorney regarding contemplated litigation concerning enforcement of Planned Unit Development Ordinance O-13-1867

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, evaluations, and the duties of the city manager

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

Attachments

RESOLUTION R-17-4128

**A RESOLUTION APPROVING COUNCIL ACTION
REGARDING EXECUTIVE SESSION ITEMS AT THE REGULAR
CITY COUNCIL MEETING OF
MAY 16, 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 16TH DAY OF MAY 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



City of Colleyville City Council Agenda Briefing

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

Agenda Number 5

Agenda Date 05/16/2017

Type Announcements, Proclamations, and Presentations

Department Economic Development

Title

In recognition of the Featured Business of the Month - Vitality Bowls, 5615 Colleyville Boulevard, Suite 420, Anita Etta, owner - Mayor Richard Newton and Interim Assistant City Manager/Executive Director of Economic Development and Communications Mark Wood

Attachments

RESOLUTION R-17-4129

**A RESOLUTION APPROVING CITY COUNCIL ACTION UNDER
CONSENT ITEMS AT THE REGULAR CITY COUNCIL MEETING OF
MAY 16, 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 May 2, 2017
 - b. Approval of an Interlocal Agreement for Mutual Access to cloudLibrary Digital Resources, designation of the Library and Recreation Director as the designated liaison for the City of Colleyville; and authorize the city manager to execute the Agreement
 - c. Approval of an Interlocal Agreement with Tarrant County for the rehabilitation of John McCain Road from Westcoat Drive to Pleasant Run Road, 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 16TH DAY OF MAY 2017.

Mayor Richard Newton	_____	Place 4, George Dodson	_____
Place 1, Tammy Nakamura	_____	Place 5, Nancy Coplen	_____
Place 2, Bobby Lindamood	_____	Place 6, Mike Taylor	_____
Place 3, Kathy Wheat	_____		

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, May 2, 2017

Mayor Richard Newton called the Colleyville City Council Worksession to order on Tuesday, May 2, 2017, at 4:38 p.m.

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

Absent: Councilmember Nancy Coplen

City Manager Jennifer Fadden, Assistant City Manager/Director of Public Safety Mike Holder, Interim Assistant City Manager and Executive Director of Economic Development and Communications Mark Wood, Fire Chief Brian Riley, Assistant Police Chief Robert Hinton, Services Lieutenant Hillary Wreay, Interim Chief Financial Officer Winston Duke, Public Works Director Jeremy Hutt, City Engineer Cheryl Taylor, Community Development Director Ben Bryner, Accounting Manager Karen Hines, Marketing Coordinator Dustin Dangli, SH26 Coordinator James Hubbard, Strategic Services Manager Adrienne Lothery, Information Systems Manager Chris Pena, City Attorney Whitt Wyatt, and City Secretary Amy Shelley

WS-1 Discussion of current designated truck routes

Assistant Police Chief Robert Hinton presented this item and briefed the City Council.

Councilmember Nakamura asked staff if they have ever received calls about trucks. Chief Hinton replied yes, he has received four since 2002.

Councilmember Lindamood stated Hall-Johnson seems to be a better truck route versus Cheek-Sparger Road. He added he has received complaints about trucks on Tinker Road, and it may be because of the SH26 construction.

Mayor Newton stated he has received complaints, and a lot of truck traffic seems to be on John McCain Road. He asked staff about signage. Chief Hinton stated the judge recommends adding signage for the existing truck routes, and stated it would be more cumbersome to add signs which state "not a designated truck route." Mayor Newton suggested adding signage on John McCain Road.

Mayor Newton asked staff what is the violation fee. Chief Hinton replied up to \$500.

Councilmember Nakamura asked City Council how the truckers know about the truck route if no signage exists. Councilmember Short stated the professionals should know where the routes exist. Councilmember Lindamood provided details about his company and how they know about truck routes. He suggested moving the posted signage closer to Heritage Avenue on Glade Road because it seems to be too far down and there is nowhere for the trucks to turn around.

Mayor Newton suggested placing the no truck route signs on streets in which we know the violations are occurring, especially on John McCain Road.

Councilmember Taylor suggested utilizing the Citizens on Patrol or having residents take pictures of trucks using a non-truck route. Chief Hinton stated this has been used, and often times the trucking companies will comply once they are notified about the issue.

Councilmember Lindamood stated most trucking companies will develop their own truck route to avoid using the internal streets.

Mayor Newton asked staff who the pictures would need to be sent to. Chief Hinton replied the pictures could be sent to him and he will forward them to traffic operations.

Councilmember Taylor suggested putting this information on the website. Assistant City Manager/Director of Public Safety Mike Holder agreed.

WS-2 Discussion of residential property maintenance standards

Community Development Director Ben Bryner presented this item and briefed the City Council. Services Lieutenant Hillary Wreay also provided a briefing.

Mayor Newton asked staff if this code has not been adopted because of possible unintended consequences. Director Bryner replied he believed so.

Mayor Newton asked Councilmember Nakamura if the HOA can do something about the one property, in particular. Councilmember Nakamura replied the HOA states there is nothing they can do, other than enforce the high grass/weeds.

Councilmember Taylor asked staff if the replacement of windows and doors requires a permit. Director Bryner replied yes.

Councilmember Lindamood asked staff about putting a lien on the property with the pool. Lieutenant Wreay replied the City does have liens on the property and there are federal liens on the house, which is the reason why the mortgage company has not foreclosed. Mayor Newton added the City can take actions, if there are safety issues/violations. Assistant City Manager/Director of Public Safety Mike Holder added the questionable properties are most likely being addressed.

Citations may be issued and fines are set, but this may or may not fix the situation. We get much better luck with voluntary compliance. Councilmember Taylor stated he does not want an overreach in government.

Councilmember Short asked staff if any neighboring cities have adopted the IPMC. Director Bryner replied no.

Councilmember Taylor asked staff about the significance of 180 days for a permit to expire. Director Bryner replied not knowing. Councilmember Short stated it may take six months to get a project completed. Mayor Newton stated his master bath took five months to complete.

Councilmember Taylor asked staff if the IPMC covers items such as peeling paint, cracked windows, etc. Director Bryner replied yes, the code is very inclusive, such as any paint peeling. Mayor Newton stated if this is approved, there may be times in which neighbors are complaining against each other because one gets a complaint, and then everyone starts nit-picking against each other.

City Council generally agreed not to adopt the IMPC, due to the risk of unintended consequences.

WS-3 Discussion of State Highway 26 (SH26) traffic signals and pedestrian crosswalks

SH26 Project Coordinator James Hubbard presented this item and briefed the City Council.

Mayor Newton asked staff what the driving factor is for this request. Coordinator Hubbard replied a complaint was received in early March, and there have been some concerns from bikers. Mayor Newton stated the bikers are not precluded from crossing SH26 during construction. Coordinator Hubbard agreed. Mayor Newton stated the cons outweigh the pros with putting in temporary crosswalks during the construction phases. Councilmember Nakamura stated it is going to be a little inconvenient during construction.

Councilmember Short asked staff if we have an officer at Hall-Johnson and SH26 during the school hours for crossing. Coordinator Hubbard replied TxDOT reached out and coordinated with the police department, but there are no plans to resume this next year, it only covers the lunch times, but it is not the school's primary concern.

Councilmember Short stated, as we get closer to the end of the school year, we may need to consider extra help. City Manager Jennifer Fadden replied we already do this, especially during early dismissal, the School Resource Officer works the intersection.

Councilmembers stated being in favor of the traffic signal power supply underground option, as it provides a much cleaner look.

Councilmember Short asked staff if the one at John McCain could be changed to the underground option. Coordinator Hubbard replied he would ask the current contractor, but it is likely not something they can do within their current scope.

There was general agreement among City Council for underground power to traffic signal control boxes.

WS-4 Discussion of the May 2, 2017, City Council regular agenda items

There was no discussion of this item.

Mayor Newton adjourned the worksession at 5:49 p.m.

Mayor Newton called the Executive Session to order at 5:58 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 settlement and/or contemplated litigation concerning the Interlocal Agreement between the City of Colleyville and the Fort Worth Transportation Authority regarding Quiet Zone Implementation

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 adjourned at 7:06 p.m.

The regular meeting of the Colleyville City Council was called to order by Mayor Newton at 7:32 p.m.

INVOCATION: Rabbi Charlie Cytron-Walker, Congregation Beth Israel

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-17-4121

Mayor Newton read Resolution R-17-4121 in its entirety.

Mayor Newton opened the public hearing at 7:40 p.m.

Jon Bullock, 5808 Bettinger Drive, spoke in opposition to this request, and asked why there is a need to purchase the property.

There were no others present wishing to speak and Mayor Newton closed the public hearing at 7:42 p.m.

Mayor Newton made a motion to approve Resolution R-17-4121. Councilmember Nakamura seconded the motion.

Councilmember Taylor stated not being in support of this purchase, and stated being concerned about the value of the land, and that the plans and use of the land have not been defined.

Councilmember Coplen stated being uncomfortable with the purchase of this property, when the closing of the property directly in front of City Hall has not closed yet. She stated she would like to see schematics and potential uses for the property.

Councilmember Short agreed, and said he would like to see a defined vision before the purchase.

Mayor Newton stated he does not believe the value of the land will have an effect on the comps for residential properties because of the purchase price. He stated the original purpose of the Village properties was to minimize residential to maximize the commercial. He furthered explained the status of the property being

purchased by the City, located directly in front of the Library. Mayor Newton stated the purchase of the property to the south of City Hall is a good business decision and a strategic move. If the purchase does not take place, the property owner has the right, by zoning, to build 36 condominium units which will eliminate the open space.

Mayor Pro Tem Putnam stated the Village never materialized as it was expected. This purchase will allow more of an economic development strategy to facilitate activity on this property. By getting control, we can facilitate the types of businesses we want in this area. The funds are in the budget, and are not currently allocated.

Mayor Newton reopened the public hearing at 8:03 p.m.

Kathy Hadley, 204 Timberline Drive North, spoke in support of this resolution.

Mark Harrison, 1421 Douglas Avenue, spoke in opposition to this resolution with questions of the real reason to purchase the property.

Michael Muhm, 6607 Connie Lane, spoke in opposition to this resolution, and stated he has not heard any compelling reason as to why there is a need to purchase this property.

Steve Waltens, 716 Duns Tew Path, spoke in support of this resolution, and stated he trusts and supports the Mayor's judgement and opinion about this purchase.

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

Mayor Newton asked staff about the cash balance in the TIF Fund. City Manager Jennifer Fadden replied the cash balance in the TIF Fund is \$18.3 million.

Mayor Newton asked staff about the projects which were not expended. City Manager Jennifer Fadden replied many years ago a cash flow projection was completed for the Glade Road project, and as part of that projection, staff projected a \$3 million Economic Development Grant to be expended out of the TIF in 2016 and another \$1.1 million Economic Development Grant to be expended out of the TIF in 2017, neither of which have come to fruition. She explained there were no particular uses/ideas in mind, but the money would have been there for grants as needed. She noted these funds are available to use for this purchase, if the City Council so chooses.

Mayor Pro Tem Putnam asked staff about the zoning. City Manager Jennifer Fadden replied it is zoned PUD-C-Planned Unit Development Commercial.

Mayor Newton asked Councilmember Taylor if he would be in favor of 36 condominium units. Councilmember Taylor replied no, but we was in favor of the seven residential units.

The motion to approve carried with the following vote:

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

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

2. EXECUTIVE SESSION READING AND PUBLIC HEARING: CONSIDER AND TAKE ANY ACTION(S) NECESSARY RELATIVE TO ITEMS DISCUSSED IN EXECUTIVE SESSION - RESOLUTION R-17-4121-2

Mayor Newton read Resolution R-17-4121-2 in its entirety.

Mayor Newton opened the public hearing at 8:22 p.m.

There was no one present wishing to speak and Mayor Newton closed the public hearing at 8:22 p.m.

Councilmember Nakamura made a motion to approve Resolution R-17-4121-1. Councilmember Taylor 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

2. EXECUTIVE SESSION READING AND PUBLIC HEARING: CONSIDER AND TAKE ANY ACTION(S) NECESSARY RELATIVE TO ITEMS DISCUSSED IN EXECUTIVE SESSION - RESOLUTION R-17-4121-1

Mayor Newton read Resolution R-17-4121-1 in its entirety.

City Manager Jennifer Fadden presented this item.

Mayor Newton opened the public hearing at 8:26 p.m.

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

Councilmember Taylor made a motion to approve Resolution R-17-4121-1. Councilmember Lindamood seconded the motion.

The motion to approve carried with the following vote:

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

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

Proclamation in recognition of National Public Works Week May 21-27, 2017
- Mayor Richard Newton and Public Works Director Jeremy Hutt

Mayor Newton recognized the Public Works Department for National Public Works Week and presented a proclamation to Public Works Director Jeremy Hutt, Fleet Manager Tim Mathis, and Water/Wastewater Manager David Smyth

Recognition of service to the City by outgoing Councilmembers - Mayor Richard Newton

Mayor Newton recognized the service on Mayor Pro Tem Chris Putnam and Councilmember Jody Short and presented each with an engraved crystal vase.

Mayor Newton recessed the City Council meeting at 9:06 p.m. for a reception honoring the outgoing City Councilmembers.

4. RECEPTION FOR OUTGOING CITY COUNCILMEMBERS

Mayor Newton reconvened the City Council meeting at 9:27 p.m.

5. CONSENT: READING AND PUBLIC HEARING - Resolution R-17-4122

5a Approval of the minutes of the City Council worksession of April 17, 2017

5b Approval of the minutes of the regular City Council meeting of April 18, 2017

Mayor Newton read Resolution R-17-4122 in its entirety.

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

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

Mayor Pro Tem Putnam made a motion to approve Resolution R-17-4122. 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

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

6a Ordinance O-17-2010

Consideration of a Special Use Permit for Automotive and Motor Vehicle Sales on Lot 2R, Block 1, of the Nystel Addition, located at 1821 John McCain Road, Case ZC17-004

Mayor Newton read the caption of Ordinance O-17-2010.

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

Andy Gardner, 4203 Mockingbird Lane, applicant, presented this item and briefed the City Council.

Mayor Newton opened the public hearing at 9:42 p.m.

Mary Huffman, 7309 Trianon Court, stated not being opposed to the use, but stated it is important to enforce the landscaping requirements earlier rather than 18 months into the lease. Ms. Huffman's speaker card indicates she is in opposition to this request.

Kathy Hadley, 204 Timberline Drive North, spoke in support of this request.

Mayor Newton stated the following four residents had provided written correspondence in support of this request: Steve and Lynne Nash, 905 Rodeo Drive; Cathy Nguyen, 2500 Independence Road; Michael Glenn, 4901 Preservation Avenue; and Scott and Barbara Frechette, 6748 St. Moritz Parkway.

The following persons did not wish to speak, but did wish to register their support: David Medlin, 605 Montreux Avenue; Kathy Wheat, 206 Colden Court; and Steve Waltens, 716 Duns Tew Path.

The following person did not wish to speak, but did wish to register her opposition: Josie Allen, 7305 Trianon Court.

There were no others present wishing to speak and Mayor Newton closed the public hearing at 9:46 p.m.

Councilmember Lindamood made a motion to approve Ordinance O-17-2010. Councilmember Coplen seconded the motion.

Councilmember Short asked City Council if they are satisfied with the approach to the landscaping. Councilmember Lindamood stated he has 18 months. Mayor Newton asked Mr. Gardner about the short term lease. Mr. Gardner replied he has an 18 month lease that could be extended, and the landscaping will be no problem.

Mr. Gardner stated he understood the SUP would be good and in place for when he purchases the property. Mayor Newton replied it would be considered a change in ownership and therefore this SUP would no longer be valid. City Manager Jennifer Fadden added Ordinance Section 4(h) states: *"This Special Use Permit shall automatically expire upon the abandonment of the business, change in the use, a change in ownership, or upon the expiration or termination of the Certificate of Occupancy."* If this is not the intent of the City Council, we can change the language.

Councilmember Nakamura asked Councilmember Taylor if the SUP will remain in place if he is to purchase the property. Councilmember Taylor replied no, and stated it does not make sense for the same applicant to have to come back for another SUP approval for when he purchases the property because the ordinance language states "change in ownership." Mayor Newton stated being okay with that logic, but the language would have to be amended, and the motion would have to be agreed upon for the change.

Director Bryner stated the ordinance specifics could read: "This Special Use Permit shall automatically expire upon the abandonment of the business, change in the use, a change in ownership other than A&L Imports, or upon the expiration or termination of the Certificate of Occupancy. Mayor Newton agreed. Councilmembers Lindamood and Coplen accepted the amendment.

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, Jody Short, and Nancy Coplen

Nay: 1 – Councilmember Mike Taylor

7. RESOLUTION(S): READING AND PUBLIC HEARING**7a Resolution R-17-4123**

Consideration of a minor plat for the Glory House-Colleyville Addition, on property legally described as Tract 3A, Abstract 206, of the BBB & C RY Survey, located at 5300 Pleasant Run Road, Case PC17-003

Mayor Newton read Resolution R-17-4123 in its entirety.

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

Mayor Newton asked staff if the access easement instrument is filed with the County. Director Bryner replied yes, and we have the digital receipt from the property owner.

Mayor Newton opened the public hearing at 10:05 p.m.

Kathy Hadley, 204 Timberline Drive North, stated Colleyville should preserve the old buildings, such as this one, because it was the first post office in Colleyville. Her speaker card did not indicate whether she was in support or opposition of this request.

There were no others present wishing to speak and Mayor Newton closed the public hearing at 10:07 p.m.

Councilmember Lindamood made a motion to approve Resolution R-17-4123. Councilmember Taylor 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

7b Resolution R-17-4124

Consideration of a resolution to proceed with the design of the Glade Road Project, Phase 2

Mayor Newton read Resolution R-17-4124 in its entirety.

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

Councilmember Coplen asked Mayor Newton if the numbers in the resolution are correct. Mayor Newton replied yes, except that "Exhibit 4" needs to be labeled as "Exhibit A."

Mayor Newton asked staff about tree preservation. Director Hutt replied efforts to preserve trees will be taken.

Councilmember Taylor made a motion to approve Resolution R-17-4124 with the addition of Exhibit B, which is the presentation provided this evening. Councilmember Lindamood seconded the motion.

Mayor Newton opened the public hearing at 10:20 p.m.

There was no one present wishing to speak and Mayor Newton closed the public hearing at 10:21 p.m.

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

7c Resolution R-17-4125

Consideration of an appointment to the Colleyville Special Events Ad Hoc Committee

Mayor Newton read Resolution R-17-4125 in its entirety.

Councilmember Jody Short provided Laurie Crisci as his person to appoint to the Colleyville Special Events Ad Hoc Committee.

Mayor Newton opened the public hearing at 10:24 p.m.

There was no one present wishing to speak and Mayor Newton closed the public hearing at 10:24 p.m.

Councilmember Short made a motion to approve Resolution R-17-4125. Mayor Newton 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

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

Kathy Hadley, 204 Timberline Drive North, spoke about the building on Bransford Road and stated being pleased with the remodel efforts; stated residential property maintenance standards destroy what makes Colleyville special, like Bluebonnets and Indian Paint Brush flowers.

9. ACTION/RESOLUTION: DISCUSSION AND CONSIDERATION OF A RESOLUTION RATIFYING COUNCIL AGENDA ACTION FOR MAY 2, 2017 - READING AND PUBLIC HEARING - RESOLUTION R-17-4126

This resolution was not needed.

10. ADJOURNMENT

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

APPROVED BY A VOTE OF _ AYES, _ NAYS, AND _ ABSTENTIONS ON THIS THE 16TH DAY OF MAY 2017.

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 7b

Agenda Date 05/16/2017

Number Resolution R-17-4129

Type Resolution

Department Library

Title

Approval of an Interlocal Agreement for Mutual Access to cloudLibrary Digital Resources, designation of the Library and Recreation Director as the designated liaison for the City of Colleyville; and authorize the city manager to execute the Agreement

Strategic Plan

- 2.1 Provide responsive, efficient city services
- 2.3 Effectively leverage information technology
- 2.4 Demonstrate stewardship of public resources
- 5.4 Actively seek public/private partnerships

Explanation

Reading and Public Hearing

The proposed agreement will allow the member libraries of the cities of Lewisville, Burleson, Carrollton, Colleyville, Coppell, Euless, McKinney, Sachse, Southlake, and the towns of Flower Mound and Little Elm, to share digital eBooks and eAudiobooks that are provided through the Bibliotheca cloudLibrary. The Colleyville Public Library currently owns 2,566 digital items (1,957 eBooks and 609 eAudiobooks) in the cloudLibrary. Since the beginning of Fiscal Year 2017 (FY 2017), there have been 6,524 checkouts in the cloudLibrary. Entering this agreement will give Colleyville residents access to 32,000 titles and more, as libraries build their collections, or as more libraries are added. This agreement will enhance library services and allow access to a much broader collection of materials.

Colleyville and other area cities began exploring the possibility of sharing eBooks and eAudiobooks within the cloudLibrary platform about one year ago. The proposed Interlocal agreement was developed to formalize expectations for participating libraries who are interested in sharing their digital resources by cloudLinking. Libraries who link their collections will still primarily serve their citizens. Each library's site will feature local content and only its citizens can place holds on locally owned or licensed items. The benefit of cloudLinking comes when library patrons search or browse for specific titles, authors, and genres. At that point, they will have access to the available collections of all linked libraries, greatly improving the selection and number of copies available. If, at any time, the City of Colleyville finds digital content shared between local governments is not beneficial, participation in the cloudLink service may be terminated with 60 days written notice to partner cities.

Financial Impact

There is an associated annual fee of \$1,000 to turn on the cloudLink functionality. Funding for the annual fee is provided through the Voluntary Library Fund.

Additionally, the agreement requires each Library to spend a minimum of \$10,000 or 10% of its overall materials budget, whichever is less, on Cloud Resources during each fiscal year as set by that Party. Currently, the Library has \$23,000 budgeted for digital items, which meets this requirement. Funding for all digital materials is provided through the Voluntary Library Fund.

Recommendation

Approve

Attachments

1. Interlocal Agreement For Mutual Access To cloudLibrary Digital Resources

INTERLOCAL AGREEMENT FOR MUTUAL ACCESS TO CLOUDLIBRARY DIGITAL RESOURCES

This Interlocal Agreement (“Agreement”) is made and entered into by and among the local governments which have executed it (“Parties”). The Parties, acting by and through their authorized officers execute this Agreement pursuant to Texas Government Code, Chapter 791, known as the Interlocal Cooperation Act (the “Act”).

WHEREAS, the Parties are local governments engaged in promotion of public health and welfare by providing easy access to the broad range of public library services to their citizens, including Bibliotheca cloudLibrary digital resources; and

WHEREAS, the Parties desire to further expand public access to digital content by sharing their respective Cloud Resources, as hereinafter defined, among their respective libraries; and

WHEREAS, the Bibliotheca cloudLink service allows libraries using the service to share their Cloud Resources with each other; and

WHEREAS, the Act provides authorization for local governments to contract with one another to provide governmental functions and services; and

WHEREAS, provision of public library services are governmental functions and services under the terms of the Act;

WHEREAS, the governing body of each local government believes that the Agreement is necessary for the benefit of the public and that each party has the legal authority to provide governmental functions and services that are the subject of the Agreement; and

NOW, THEREFORE, upon and for the mutual consideration stated herein and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties hereto agree as follows:

ARTICLE I Definitions

Unless the context clearly indicates otherwise, the following words and phrases used in this Agreement shall have the following meaning:

“Cloud Resources” shall mean all library content provided by the Parties for upload into the Bibliotheca cloudLibrary for the mutual benefit, access and/or use of the Parties and their Libraries.

“Coordinating Committee” shall mean the representatives selected to represent each Party from the participating Parties in this Agreement.

“**Library or Libraries**” shall mean the library/ies and resources thereof of the Parties.

“**Local Government**” shall have the meaning given in Section 791.003 of the Act, as amended.

ARTICLE II

Term

2.1 The initial term of this Agreement shall be for a period of ten (10) years beginning on May 31, 2017, unless sooner terminated as provided herein (“Initial Term”). The Initial Term may be extended by written agreement of the Parties for one or more five (5) year renewal terms (each a “Renewal Term”); provided that any such renewal occurs not less than 30 days prior to the end of the then current term.

ARTICLE III

Responsibilities of the Parties

3.1 Access. Each Library shall allow cardholders of the other Libraries to access and check out its Cloud Resources through the Bibliotheca cloudLink service under the terms and conditions of the cardholder’s Library, unless otherwise specified in the Agreement.

3.2 Policies and Procedures. The current policies and procedures of each Library shall remain in effect, with no coordination or standardization required, except that the following procedures shall be followed for shared Cloud Resources:

- a. Cloud Resources may only be placed on hold by cardholders of the Library which owns the Cloud Resource in question.
- b. Available Cloud Resources may be checked out by any cardholder of a participating Library.
- c. The circulation period of the Cloud Resources are determined by the circulation policies of the cardholder’s Library and may vary among Libraries.
- d. Each Library shall track the number of items checked out from their respective Libraries and create an annual report by fiscal year of such data for review by the Coordinating Committee. These reports shall be provided to the Coordinating Committee annually by not later than January 1st.
- e. Each Library shall submit an annual report of expenditures on Cloud Resources in the preceding fiscal year as set by that Party to the Coordinating Committee annually by not later than January 1st.

- f. Each Library shall submit an annual report of their overall materials budget if their expenditure on Cloud Resources is less than \$10,000 per fiscal year. This report shall be provided to the Coordinating Committee annually by not later than January 1st.

3.3 Liaison Designated. By this Agreement, each Party designates its director of library services or equivalent, as listed on each Party's signature page hereto attached, to act on behalf of the Party to ensure the performance of all duties and obligations of the designee's Party as herein stated, to serve as a liaison for the Party with and among the Parties, and, if necessary, to serve on the Coordinating Committee.

3.4 Participation Requirements. Each Library shall spend a minimum of \$10,000 or 10% of its overall materials budget, whichever is less, on Cloud Resources during each fiscal year as set by that Party. Compliance with this section will not be required for any fiscal year during which a Party did not participate in this Agreement for the entire fiscal year. Compliance with this and other requirements will be determined by the Coordinating Committee on an annual basis, based on reports required by Article III.

3.5 Addition of Members. Any local government in the state of Texas which has contracted for the use of the Bibliotheca cloudLibrary cloudLink service and agrees to abide by the terms of this Agreement may join this Agreement as a Party upon approval by a majority of all of the members of the Coordinating Committee. If approval is given, the new participating entity shall join the Parties by adopting and executing this Agreement through an action of the Party's governing body.

3.6 Cost. Each Party will bear its own cost of performance under this Agreement.

ARTICLE IV

The Coordinating Committee

4.1 Coordinating Committee.

- a. The Coordinating Committee membership shall be the designated liaisons from the following local governments:
 - i. City of Lewisville
 - ii. City of Burleson
 - iii. City of Carrollton
 - iv. City of Colleyville
 - v. City of Coppell
 - vi. City of Euless
 - vii. Town of Flower Mound
 - viii. City of McKinney
 - ix. City of Sachse
 - x. City of Southlake

xi. Town of Little Elm

- b. The Coordinating Committee shall have only the duties specifically outlined in this Agreement. The Coordinating Committee shall have the authority to adopt its own rules of procedure that are consistent with Article III, Section 3.2 and in compliance with terms of this Agreement.
- c. A simple majority of all members of the Coordinating Committee shall constitute a quorum to perform. A quorum of the Coordinating Committee must participate in any decision made by the Coordinating Committee under this Agreement.
- d. The Coordinating Committee shall meet at least once every six (6) months. Meetings shall be held in person, by conference call, or by another live remote meeting access service.
- e. A simple majority vote of all members of the Coordinating Committee shall select a member to receive any reports and send any notices required under this Agreement. This individual's name and contact information shall be provided to all Parties within thirty (30) days of the individual's selection.
- f. A simple majority vote of the Coordinating Committee members present shall select a member to draft minutes outlining the items discussed and decisions made by the Coordinating Committee at any given meeting. The minutes shall be sent to the Coordinating Committee for approval within thirty (30) days of the meeting, and must be approved by a majority of all members of the Coordinating Committee within thirty (30) days of its distribution. The minutes may be distributed and approval of the minutes provided to the drafter via e-mail. These minutes shall be distributed to all Parties within ten (10) days of their approval.
- g. The Parties understand and agree that the Coordinating Committee shall not be construed as a board or committee appointed by a governing body and shall not be required to comply with the provisions of the Texas Open Meetings Act, Chapter 551 of the Texas Government Code.

ARTICLE V
Termination

5.1 This Agreement may be terminated as follows:

- a. Any Party may choose to terminate its participation in the Agreement with sixty (60) days' written notice to each of the members of the Coordinating Committee at the notice address provided in this Agreement. The termination of a Party's participation in this Agreement shall not affect the

continuation of this Agreement in full force and effect with respect to the remaining Parties.

- b. A Party's participation in the Agreement may be terminated for any reason, including failure to comply with the terms of this Agreement, by an affirmative vote of two-thirds (2/3) of all of the members of the Coordinating Committee to remove the Party. Upon termination under this section, the Coordinating Committee shall provide thirty (30) days' written notice to the Party which has been removed following the Committee's decision. The Coordinating Committee will contact Bibliotheca and notify them of the Party's removal.
- c. In the event that the Bibliotheca cloudLibrary cloudLink program is no longer available, this Agreement shall automatically terminate.

5.2 Upon termination, each Party will retain its rights, title and interest to all Cloud Resources purchased by the Party during its time as a Party to this Agreement.

ARTICLE VI

Liability and Immunity

6.1 Liability and Immunity.

- a. *Handling of Claims.* The Parties agree, to the extent authorized under the constitution and laws of the State of Texas and without waiving any immunity, right, protection, or defense therein, that each shall be individually responsible for any and all claims for damages, cost, and expenses to person or persons and property that may arise out of or be occasioned by the intentional or negligent act or omission of its respective officials, agents, representatives, and employees in the performance of this Agreement, including but not limited to their acts of negligence or omission in the provision of public library services, including the cloud based services that are the subject to this Agreement. The Parties agree that each shall be liable only for damages, including attorneys' fees and costs, related to or arising out of the intentional or negligent act or omission of their respective officials, agents, representatives, and employees in the performance of this Agreement.
- b. *Joint Liability.* In the event of joint or concurrent negligence of the Parties, responsibility, if any, shall be apportioned comparatively in accordance with the laws of the State of Texas without, however, waiving any governmental immunity, right, protection, or defense available to any party individually under Texas law. The provisions of this section are solely for

the benefit of the Parties hereto and are not intended to create or grant any rights, contractual or otherwise, to any other person or entity.

- c. *No Waiver of Immunity.* It is expressly understood and agreed that in execution of this Agreement, no Party waives, nor shall be deemed to have waived, immunity or defense that would otherwise be available to it against claims arising in the exercise of governmental powers and functions. By entering into this Agreement, the Parties do not create any obligations, express or implied, other than those set forth herein, and this Agreement shall not create any rights in parties not signatories hereto.

ARTICLE VII

Miscellaneous

7.1 Assignment. This Agreement may not be assigned by any Party hereto without the prior written unanimous consent of the other parties. No assignment, delegation of duties or subcontract under this Agreement shall be effective without the prior written unanimous consent of all Parties hereto.

7.2 Governing Law. The validity of this Agreement and any of its terms and provisions, as well as the rights and duties of the parties, shall be governed by the laws of the State of Texas; and venue for any action arising as a result of this Agreement shall be in the state court of Denton County, Texas.

7.3 Legal Construction. In the event that 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 the other provisions, and the Agreement shall be construed as if such invalid, illegal or unenforceable provisions had never been contained in this Agreement.

7.4 Amendment. This Agreement may be amended by a simple majority vote of all members of the Coordinating Committee.

7.5 Entire Agreement. This Agreement represents the entire Agreement among the Parties with respect to the subject matter covered by this Agreement.

7.6 No Relationship Created. The Parties agree and acknowledge that no Party is an agent of any other Party under this Agreement and that each Party is responsible for its own acts, forbearance, negligence, and deeds, and for those of its agents or employees. The purposes for which each Party has entered into this Agreement are separate and distinct. It is not the intent of any of the Parties that a joint enterprise relationship is being entered into and the Parties hereto specifically disclaim such relationship.

7.7 Rights of Third Parties. Nothing contained in this Agreement shall be construed to create, and the Parties do not intend to create, any rights in or for the benefit of third parties.

7.8 Force Majeure. In the event that any party shall be prevented from performing any of its obligations under this Agreement by any act of God, war, right, civil commotion, strikes, fires, flood or by the occurrence of any other event beyond the control of such party, then such party shall be excused from the performance of the obligations in this Agreement but only during such periods of Force Majeure.

7.9 Current Revenues. All costs or expenses incurred by any Party as result of this Agreement shall be paid from the current revenues available to the Party.

7.10 Recitals. The recitals of this Agreement are incorporated herein.

7.11 Severability. The provisions of this Agreement are severable. If any paragraph, section, subdivision, sentence, clause, or phrase of this Agreement is for any reason held by a court of competent jurisdiction to be contrary to law or contrary to any rule or regulation having the force and effect of the law, the remaining portions of the Agreement shall be enforced as if the invalid provision had never been included.

7.12 Notice. All notices pertaining to this Agreement shall be in writing and shall be deemed delivered (i) when received at a Party's address if hand delivered or sent via overnight delivery service by way of USPS, UPS, FedEx, or similar carrier, or (ii) on the third (3rd) business day after being deposited in the United States mail, postage prepaid, certified mail, return receipt requested, addressed to the Parties at the respective notice addresses set forth below or at other addresses as may have been previously specified by written notice delivered in accordance with this Agreement.

/SIGNATURE PAGES ATTACHED/

**APPROVED BY THE GOVERNING BODY OF PARTICIPATING ENTITY, CITY OF
LEWISVILLE, DENTON COUNTY, TEXAS, this ____ day of**
_____, 2017.

EXECUTED BY:

_____, MAYOR / CITY MANAGER

ATTEST:

CITY SECRETARY

Liaison:

Carolyn Booker
Director of Library Services

Notice to:

Lewisville Public Library
P.O. Box 299002
Lewisville, Texas 75029-9002
Attention: Carolyn Booker
972.219.3571

APPROVED AS TO FORM:

CITY ATTORNEY

APPROVED BY THE GOVERNING BODY OF PARTICIPATING ENTITY, CITY OF COPPELL, DALLAS COUNTY, TEXAS, this ____ day of _____, 2017.

EXECUTED BY:

_____, MAYOR / CITY MANAGER

ATTEST:

CITY SECRETARY

Liaison:

Victoria A. Chiavetta,
Director of Library Services

Notice to:

Cozby Library and Community Commons
177 N. Hartz Rd.
Coppell, TX 75019
Attn: Victoria Chiavetta
972.304.7030

APPROVED AS TO FORM:

CITY ATTORNEY

APPROVED BY THE GOVERNING BODY OF PARTICIPATING ENTITY, CITY OF COLLEYVILLE, TARRANT COUNTY, TEXAS, this ____ day of _____, 2017.

EXECUTED BY:

_____, MAYOR / CITY MANAGER

ATTEST:

CITY SECRETARY

Liaison:

Mary Rodne
Library and Recreation Director

Notice to:

Colleyville Public Library
110 Main Street
Colleyville, TX 76182-2916
Attention: Mary Rodne
817.673.0159

APPROVED AS TO FORM:

CITY ATTORNEY

APPROVED BY THE GOVERNING BODY OF PARTICIPATING ENTITY, CITY OF SACHSE,
_____**COUNTY, TEXAS,** this ____ day of _____, 2017.

EXECUTED BY:

_____, MAYOR / CITY MANAGER

ATTEST:

CITY SECRETARY

Liaison:

Mignon Morse,
Library Manager

Notice to:

Sachse Public Library
3815 Sachse Road Building C
Sachse, TX 75048
Attn: Mignon Morse
972.530.8966

APPROVED AS TO FORM:

CITY ATTORNEY

**APPROVED BY THE GOVERNING BODY OF PARTICIPATING ENTITY, TOWN OF
FLOWER MOUND, _____ COUNTY, TEXAS, this ____ day of _____, 2017.**

EXECUTED BY:

_____, MAYOR / CITY MANAGER

ATTEST:

CITY SECRETARY

Liaison:

Sue Ridnour
Director of Library Services

Notice to:

Flower Mound Public Library
3030 Broadmoor Lane
Flower Mound, TX 75022
Attn: Sue Ridnour
972.874.6151

APPROVED AS TO FORM:

CITY ATTORNEY

APPROVED BY THE GOVERNING BODY OF PARTICIPATING ENTITY, TOWN OF LITTLE ELM, _____ COUNTY, TEXAS, this ____ day of _____, 2017.

EXECUTED BY:

David Hillock, MAYOR

ATTEST:

TOWN SECRETARY

Liaison:

Lynette Roberson
Library Manager

Notice to:

Town of Little Elm Public Library
100 West Eldorado Parkway
Little Elm, TX 75068
Attn: Lynette Roberson
214.975.0435

APPROVED AS TO FORM:

TOWN ATTORNEY



City of Colleyville City Council Agenda Briefing

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

Agenda Number 7c

Agenda Date 05/16/2017

Number Resolution R-17-4129

Type Resolution

Department Public Works

Title

Approval of an Interlocal Agreement with Tarrant County for the rehabilitation of John McCain Road from Westcoat Drive to Pleasant Run Road, and authorize the city manager to execute the Agreement

Strategic Plan

1.4 Communicate thoroughly and strategically

Explanation

Reading and Public Hearing

Staff is seeking approval to enter into an Interlocal Agreement with Tarrant County for the rehabilitation of John McCain Road from Westcoat Drive to Pleasant Run Road. The City of Colleyville regularly partners with Tarrant County to perform street maintenance work. Tarrant County has recently completed similar roadway rehabilitation projects at a considerable cost savings to the City.

With the approval of the Interlocal Agreement, Tarrant County will provide the labor and equipment necessary to rehabilitate the roadways and the City will be responsible for the costs associated with the following items: removal of excess materials, new materials, construction materials testing, traffic control to redirect traffic flow to alternate lanes during the construction, and disposal fees at an off-site landfill facility for waste materials generated during the project.

The street improvements will include various techniques depending on the condition of the existing roadway. One method will involve the reclamation of the existing roadbed materials, stabilization of the road base with slurry cement, regrade and then placement of a new asphalt surface. All of the work will result in the road being addressed in the current configuration and no road widening will occur as a result of this project.

The City will be responsible for providing traffic control during the construction to allow continuous access to residences. All road sections will remain open to traffic for the duration of the construction.

This agreement will result in the rehabilitation of John McCain Road (Exhibit 1) which is approximately 1,300 linear feet of roadway. The total duration of construction is estimated at 4-6 weeks, weather permitting. The County will begin work on John

McCain Road this summer after they receive approval of the Interlocal Agreement by the Tarrant County Commissioner's Court.

This agreement is consistent with the City's street rehabilitation and maintenance program. Rehabilitation of John McCain Road from Westcoat Drive to Pleasant Run Road was included in the original Capital Improvement Program (CIP) for FY 2017, adopted by Resolution R-17-4106 (attached). The remainder of John McCain Road from Pleasant Run Road to Maranatha Court that is included in the CIP will be paved after the completion of the waterline project.

The proposed Interlocal Agreement with Tarrant County allows for the rehabilitation of John McCain Road without incurring the full cost of the project. The overall value of the proposed street improvements included in this agreement is approximately \$292,000, with the City's share of the cost for materials, milling, testing, and traffic control estimated to be \$175,000 (approximately \$145,000 from Tarrant County estimates and \$30,000 for additional ancillary costs). By utilizing the Tarrant County Interlocal Agreement to perform this work, the City is saving approximately 40 percent, in comparison to the same work being performed by a contractor hired directly by the City. If approved by City Council, the Agreement will be forwarded to the Tarrant County Commissioners Court for approval at a future meeting.

Financial Impact

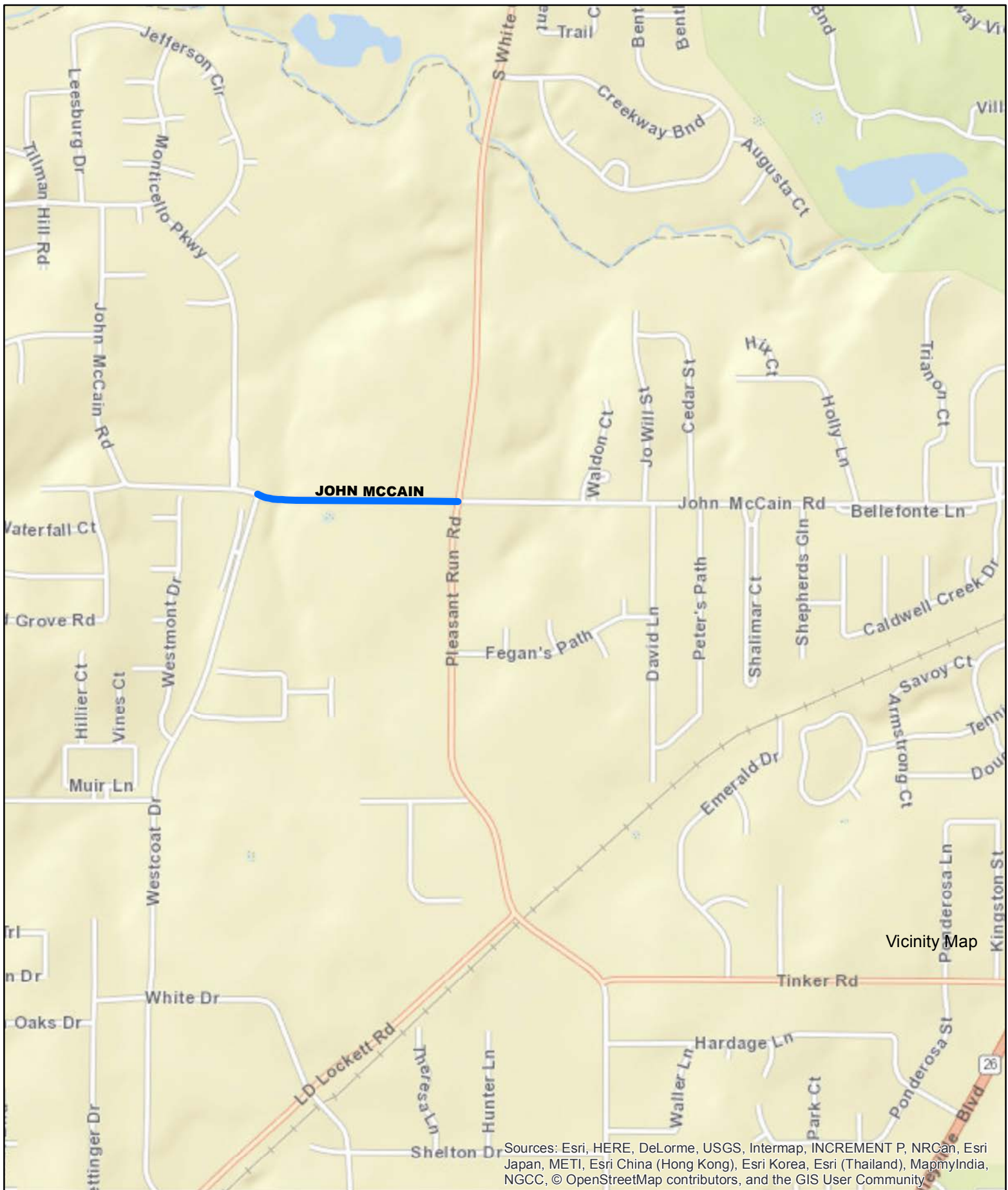
This project is included in the FY 2017 Capital Improvement Program. Funding for this project is available in the John McCain Rehabilitation account in the Capital Projects Fund.

Recommendation

Approve

Attachments

1. Location Map
2. Interlocal Agreement
3. Tarrant County Estimate
4. Resolution R-17-4106



John McCain Location Map Westcoat Drive to Pleasant Run Road



THE STATE OF TEXAS

INTERLOCAL AGREEMENT

COUNTY OF TARRANT

This Interlocal Agreement is between Tarrant County, Texas ("COUNTY"), and the City of Colleyville ("CITY").

WHEREAS, the CITY is requesting the COUNTY's assistance to:

- Rehabilitate and resurface John McCain Road located within the City of Colleyville from Westcoat Drive to Pleasant Run Road (Approximately 1,300 linear feet).

Hereinafter referred to as the "**Project**".

WHEREAS, the Interlocal Cooperation Act contained in Chapter 791 of the Texas Government Code provides legal authority for the parties to enter into this Agreement; and

WHEREAS, during the performance of the governmental functions and the payment for the performance of those governmental functions under this Agreement, the parties will make the performance and payment from current revenues legally available to that party; and

WHEREAS, the Commissioners Court of the COUNTY and the City Council of the CITY each make the following findings:

- a. This Agreement serves the common interests of both parties;
- b. This Agreement will benefit the public;
- c. The division of costs fairly compensates both parties to this Agreement; and
- d. The CITY and the COUNTY have authorized their representative to sign this Agreement.
- e. Both parties acknowledge that they are each a "governmental entity" and not a "business entity" as those terms are defined in Tex. Gov't Code § 2252.908, and therefore, no disclosure of interested parties pursuant to Tex. Gov't Code Section 2252.908 is required.

NOW, THEREFORE, the COUNTY and the CITY agree as follows:

TERMS AND CONDITIONS

1. COUNTY RESPONSIBILITY

The COUNTY will furnish the labor and equipment to assist the CITY in completing the Project:

- John McCain Road: Following milling and removal of the excess materials by the CITY, the COUNTY will stabilize the exposed subgrade; regrade, shape and prime the roadbed; place six inches of asphalt base; place two inches of asphalt surface; backfill the pavement edges and clean the jobsite.

2. CITY RESPONSIBILITY

- 2.1 The CITY will furnish and pay for the actual cost of the materials, including any delivery or freight cost. The CITY will provide a purchase order and will be billed directly by the material supplier. The COUNTY may accumulate and bill the CITY for incidental material cost.
- 2.2 The CITY will pay for one-half of the COUNTY's fuel used to construct this Project. The COUNTY will invoice the CITY for the fuel consumed at the conclusion of the Project.
- 2.3 The CITY will be responsible for all traffic control necessary to safely construct this project. This responsibility includes all advance notices, signage, barricades, pilot vehicles, and flagmen necessary to control traffic in and around the construction site. The CITY will be responsible for and provide portable message boards to supplement traffic control as needed.
- 2.4 The CITY will remove the excess roadbed materials prior to the COUNTY stabilizing the exposed subgrade.
- 2.5 The CITY will adjust all utilities, manholes and valve boxes for this Project.
- 2.6 The CITY will provide the COUNTY with a hydrant meter and all the water necessary for construction of the Project at no cost to the COUNTY.
- 2.7 The CITY will provide or pay for any engineering, survey, and laboratory testing required for this Project.
- 2.8 The CITY will furnish a site for dumping all spoils and waste materials generated during construction of this Project.
- 2.9 The CITY will reimburse the COUNTY for actual cost of any overtime hours the CITY requires the COUNTY to provide watering the roadway for dust control after regular work hours.

- 2.10 If required, the CITY will be responsible for the design and development of a Storm Water Pollution Prevention Plan (SWPPP). The CITY further agrees to pay for all cost (including sub-contractor materials, labor and equipment) associated with the implementation of the plan. The COUNTY will be responsible for maintenance of the plan during the duration of the Project. Documentation and record keeping of the SWPPP will be the responsibility of the CITY.

3. PROCEDURES DURING PROJECT

COUNTY retains the right to inspect and reject all materials provided for this Project.

If the CITY has a complaint regarding the construction of the project, the CITY must complain in writing to the COUNTY no later than 30 days of the date of project completion.

4. NO WAIVER OF IMMUNITY

This Agreement does not waive COUNTY rights under a legal theory of sovereign immunity. This Agreement does not waive CITY rights under a legal theory of sovereign immunity.

5. OPTIONAL SERVICES

- 5.1 If requested by the CITY, the COUNTY will apply permanent striping coordinated through the Transportation Department. Application of striping by the COUNTY is limited to Project roadways. If the CITY desires permanent striping applied to any roadways or portions of roadways not covered by this Agreement, the CITY will need to enter into a separate agreement with the COUNTY for the provision of those services.

6. TIME PERIOD FOR COMPLETION

The CITY will give the COUNTY notice to proceed at the appropriate time. However, the COUNTY is under no duty to commence construction at any particular time.

7. THIRD PARTY

This contract shall not be interpreted to inure to the benefit of a third party not a party to this contract. This contract may not be interpreted to waive any statutory or common law defense, immunity, including governmental and sovereign immunity, or any limitation of liability, responsibility, or damage of any party to this contract, party's agent, or party's employee, otherwise provided by law.

8. JOINT VENTURE & AGENCY

The relationship between the parties to this Agreement does not create a partnership or joint venture between the parties. This Agreement does not appoint any party as agent for the other party.

9. EFFECTIVE DATE

This Agreement becomes effective when signed by the last party whose signing makes the Agreement fully executed.

10. TERMINATION

This Agreement will automatically terminate on either September 30, 2017 or on the date the project is completed, whichever occurs first. Notwithstanding the foregoing, or any other language to the contrary, either party may terminate this Agreement without cause upon thirty (30) days' written notice to the other party prior to the intended date of termination. In the event of termination by either party, neither party shall have any further obligations to the other party under this Agreement, except that the CITY remains liable to the COUNTY for any outstanding invoice for materials that the COUNTY provides for the project, if any.

TARRANT COUNTY, TEXAS

CITY OF COLLEYVILLE

B. Glen Whitley
County Judge

Jennifer Fadden
City Manager

Date: _____

Date: _____

Gary Fickes
Commissioner, Precinct 3

Jeremy Hutt, P.E.
Director of Public Works

Date: _____

Date: _____

Attest:

APPROVED AS TO FORM*

APPROVED AS TO FORM AND LEGALITY

Criminal District Attorney's Office*

City Attorney

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

Limits: Westcoat to Pleasant Run

Existing Condition: Moderate longitudinal cracking and base failures throughout. Asphalt oxidized. Fair condition

Scope Of Work: City remove approx 7 inches of existing material, County will stabilize the roadbed (eight inches), regrade, place 6 inch HMAC binder and 2 inch HMAC surface. Backfill shoulders and clean jobsite. Stripe.

Project Size:	Roadway Length (lf):	1,300 lf			
	Stabilization Width (ft) :	25 ft	Stab Area :	3,611 sy	
	Binder Width (ft):	24 ft	Binder Area:	3,467 sy	
	Surface Width (ft):	23 ft	Surface Area:	3,322 sy	
	Additional Areas (sy):	sy			

Estimate:												
Roadway Materials:												
	Sq Yds	Rate/SY		Cost		Estimate		Final		\$ Estimate	\$ Final	
Spoils 7" + (33% Swell)	3,611	0.26 cy/sy				939 cy				\$ -		
Cemlime (8")	3,611	32 lb/sy		\$ 165.00	\$/tn	57.78 tn		tn		\$ 9,533.33		
Prime (60/40 AEP)	3,611	0.20 gal/sy		\$ 1.86	\$/gal	722 gal		gal		\$ 1,343.33		
Tack Coat (Binder)	3,467	0.20 gal/sy		\$ 2.90	\$/gal	693 gal		gal		\$ 2,010.67		
HMAC Binder (6")	3,467	0.33 tn/sy		\$ 52.95	\$/tn	1144 tn		tn		\$ 60,574.80		
Tack Coat (Surface)	3,322	0.10 gal/sy		\$ 2.90	\$/gal	332 gal		gal		\$ 963.44		
HMAC (2")	3,322	0.11 tn/sy		\$ 58.95	\$/tn	365 tn		tn		\$ 21,542.95		
Backfill Edges (Topsoil)	1,300	0.01725 cy/lf		\$ 25.00		22 cy		cy		\$ 560.63		
						Subtotal				\$ 96,529.15		
Misc Cost												
Remove Spoils										City		
Fuel Cost Estimate				50% Actual		\$ 2,500				\$ 1,250.00		
Tabs				0.5	\$/ea	\$ 130				\$ 65.00		
Stripe				0.033	\$/lf	\$ 5,200				\$ 171.60		
			Materials + Misc Cost							\$ 98,015.75		
			10% Contingency							\$ 9,801.58		
			Total:							\$107,817.33	\$ -	

Material cost based on Sept 2016 pricing.

Construction Time Estimate: 12 days

Comments:

- City will responsible for all traffic control required to construct this project.
- City will adjust all utilities and manholes/valves for this project.
- City will provide a nearby disposal area for spoils .
- City will provide a hydrant meter and all water for this project.
- City will provide material for backfilling edges.
- Estimated stabilization rate of 32# , 8 inches deep based on past projects.

Estimated Cost to Mill out Spoils \$ 13,742

RESOLUTION R-17-4106

**A RESOLUTION AMENDING THE CITY OF COLLEYVILLE
COMPREHENSIVE FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM
FOR FISCAL YEARS 2017- 2021**

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; and

WHEREAS, additional projects have been identified for inclusion in the Fiscal Year 2017-2021 Capital Improvement Program following adoption of the original program on September 20, 2016.

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

Sec. 1. THAT the amended Fiscal Year 2017-2021 Capital Improvement Program attached as Exhibit "a", is hereby adopted.

Sec. 2. THAT this amended Capital Improvement Program for Fiscal Years 2017-2021 replaces the previously approved Capital Improvement Program approved by Resolution R-16-4037.

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF 5 AYES, 0 NAYS, AND 0 ABSTENTIONS ON THIS
21ST DAY OF MARCH 2017.

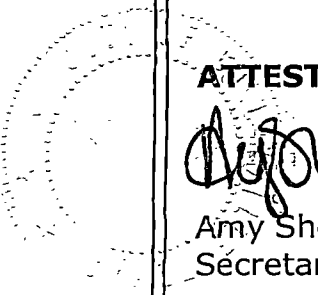
Mayor Richard Newton
Place 1, Tammy Nakamura
Place 2, Bobby Lindamood
Place 4, Jody Short

Absent
Absent
Aye
Aye

Mayor Pro Tem Chris Putnam
Place 5, Nancy Coplen
Place 6, Mike Taylor

Aye
Aye
Aye

ATTEST:



Amy Shelley

Amy Shelley, TRMC
Secretary

CITY OF COLLEYVILLE

Richard Newton

Richard Newton
Mayor

Exhibit "A" - Amended FY 2017-2021 CIP

	Total Project Cost	Capital Projects Fund	CEDC (Parks, Trails & Libraries)	County Funding	Drainage Fund	Perimeter Street Fees	Impact Fees - Area II (West of 26)	TIF	Utility Fund	Wastewater Impact Fees	Water Impact Fees	Other: City Funding	Total Funding	Non Funded
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 Road)	\$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 (Predinct 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 Wastewater Project 3/Partial)	\$4,300,000	\$2,743,300	\$300,000	\$0	\$0	\$0	\$0	\$186,000	\$0	\$1,070,700	\$0	\$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 Subdivision/Rustic Oaks Subdivisions/ Bills Lane Water Lines - DESIGN	\$70,000	\$0	\$0	\$0	\$0	\$0	\$0	\$70,000	\$0	\$0	\$0	\$0	\$70,000	\$0
Water Project 11: Partial (John McCain 12" Water Line Replacement)	\$446,000	\$0	\$0	\$0	\$0	\$0	\$0	\$446,000	\$0	\$0	\$0	\$0	\$446,000	\$0
Water Project 8: Pressure Relief and Flow Control Valves and Associated Piping to Regulate Flow Between High and Low Pressure Planes (John McCain/Bandit	\$42,500	\$0	\$0	\$0	\$0	\$0	\$0	\$42,500	\$0	\$0	\$0	\$0	\$42,500	\$0
WW Project 3 (Partial): Replacement of 6" and 8" Pipelines on Manning Drive and in the Vicinity of Pleasant Run Road and McDonwell School Road - DESIGN	\$27,000	\$0	\$0	\$0	\$0	\$0	\$0	\$27,000	\$0	\$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	\$33,000	\$0	\$0	\$0	\$0	\$33,000	\$0
Update Stormwater Master Plan	\$500,000	\$0	\$0	\$0	\$500,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$500,000	\$0
Brown Trail Resurfacing	\$200,000	\$120,000	\$0	\$80,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$200,000	\$0
	\$9,957,722	\$4,841,300	\$300,000	\$474,000	\$500,000	\$0	\$100,000	\$620,000	\$804,500	\$0	\$1,070,700	\$1,247,222	\$9,957,722	\$0
2018														
Black Drive - Rehabilitation (Companion Project to Water Project #10)	\$174,987	\$174,987	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$174,987	\$0
Cheek-Sparger Road (San Bar to Brown Trail) - DESIGN and ROW Acquisition	\$313,000	\$313,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$313,000	\$0
Glade Road (Phase 2 - Manning to Pool) - Reconstruction	\$5,484,000	\$0	\$0	\$0	\$0	\$342,897	\$0	\$4,724,103	\$0	\$0	\$417,000	\$0	\$5,484,000	\$0
L. D. Lockett (Westcoat Drive to Pleasant Run) - Rehabilitation	\$195,000	\$195,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$195,000	\$0
Manning Drive Rehabilitation (County Project) - Rehabilitation (Companion Project to Wastewater Project 3)	\$300,000	\$150,000	\$0	\$150,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$300,000	\$0
McDonwell School Road and Westcoat Drive Roundabout - Construction	\$1,200,000	\$1,200,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,200,000	\$0
Pleasant Run (John McCain to North City Limits) - Rehabilitation	\$450,000	\$450,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$450,000	\$0
Remington Parkway - Rehabilitation (Companion Project to Wastewater Project #4)	\$65,000	\$65,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$65,000	\$0
Replacement of Palladium Windows	\$150,000	\$0	\$150,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$150,000	\$0
Roberts Road - RECONSTRUCTION	\$1,200,950	\$1,200,950	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,200,950	\$0
Rustic Trail - Rehabilitation (Companion Project to Water Project #10)	\$55,000	\$55,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$55,000	\$0
Water Project 10: Apple Valley Subdivision/Rustic Oaks Subdivisions/ Bills Lane Water Lines - CONSTRUCTION	\$550,000	\$0	\$0	\$0	\$0	\$0	\$0	\$550,000	\$0	\$0	\$0	\$0	\$550,000	\$0
Water Project 8: Install Pressure Relief and Flow Control Valves and Associated Piping to Regulate Flow Between High and Low Pressure Planes - CONSTRUCTION	\$348,000	\$75,000	\$0	\$0	\$0	\$0	\$0	\$273,000	\$0	\$0	\$0	\$0	\$348,000	\$0
WW Project 3 (Partial): Replacement of 6" and 8" Pipelines on Manning Drive and in the Vicinity of Pleasant Run Road and McDonwell School Road - 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	\$1,148,000	\$0	\$417,000	\$0	\$10,811,937	\$0
2019														
Bransford (Glade to LD Lockett) (County Project) - Rehabilitation	\$706,000	\$423,600	\$0	\$282,400	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$706,000	\$0
Brighton Oaks - Rehabilitation (Companion Project to Water Project #5)	\$460,000	\$460,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$460,000	\$0
Cheek-Sparger Road (San Bar to Brown Trail) - CONSTRUCTION	\$2,085,395	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,085,395	\$2,085,395	\$0
Glade Road (Phase 3 - Pool to Heritage) - Reconstruction	\$3,530,250	\$0	\$0	\$0	\$0	\$245,223	\$0	\$3,151,027	\$0	\$134,000	\$0	\$0	\$3,530,250	\$0
Montclair (County Project) - Rehabilitation	\$560,000	\$280,000	\$0	\$280,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$560,000	\$0
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
	\$9,070,745	\$1,163,600	\$0	\$562,400	\$0	\$245,223	\$0	\$3,151,027	\$1,729,100	\$134,000	\$0	\$2,085,395	\$9,070,745	\$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	\$630,000	\$0	\$0	\$0	\$0	\$630,000	\$0
Water Project 12/Partial Woodbriar Estate Water Lines Replacement - DESIGN	\$70,020	\$0	\$0	\$0	\$0	\$0	\$0	\$70,020	\$0	\$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	\$0	\$545,000	\$0
Water Project 6: Upsize and Replace Water Lines in Woodbriar Estates and Quail Crest Subdivisions - DESIGN	\$145,000	\$0	\$0	\$0	\$0	\$0	\$0	\$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	\$0	\$3,922,920	\$0
2021														
County Project (TBD) - Rehabilitation	\$800,000	\$400,000	\$0	\$400,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$800,000	\$0
Justice Center - Carpet and VCT Tile	\$88,052	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$88,052
Justice Center - HVAC Replacement	\$237,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$237,000	\$237,000	\$0

Exhibit "A" - Amended FY 2017-2021 CIP

Water Project 12/Partial Woodbriar Estate Water Lines Replacement - CONSTRUCTION	\$433,000	\$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	\$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	\$745,000	\$0	\$0	\$0	\$745,000	\$0
Woodbriar, Quail Crest Estates - Rehabilitation (Companion Project to Water Projects #6 and 12/Portion and Wastewater Project #1)	\$2,768,000	\$2,768,000	\$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	\$1,900,000	\$0	\$0	\$0	\$1,900,000	\$0
	\$11,471,052	\$3,168,000	\$0	\$400,000	\$0	\$0	\$0	\$3,078,000	\$0	\$4,500,000	\$237,000	\$11,383,000	\$88,052
Acuff Lane - Rehabilitation	\$115,360	\$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	\$5,000,000
Bedford Court - Rehabilitation	\$149,209	\$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	\$60,000
Bedford Road Bridge at Little Bear	\$2,100,000	\$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	\$392,196
Bettinger Drive- Rehabilitation	\$378,080	\$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	\$222,098
Bill Simmons Rd - Rehabilitation	\$269,867	\$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	\$323,440
Bransford Creek Drainage	\$2,080,000	\$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	\$404,444
Caldwell Hughes Road - Rehabilitation	\$115,360	\$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	\$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	\$1,698,222
City Hall - Boiler Replacement	\$107,900	\$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	\$102,443
City Hall Dumpster Enclosure	\$60,000	\$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	\$300,300
Community Home Addition - Rehabilitation	\$262,222	\$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	\$61,653
Cutter Ridge Court - Rehabilitation	\$48,695	\$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	\$351,111
Fire Station 1 Repairs	\$102,954	\$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	\$66,898
Flood Gates Upgrade	\$365,020	\$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	\$44,000
Ford Drive - Rehabilitation	\$22,276	\$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	\$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	\$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	\$300,000
Glade Road Bridge at Trib LB2	\$500,000	\$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	\$536,000
Half-Johnson Fire Facility Renovation - Phase 1	\$392,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$392,000
Half-Johnson Fire Facility Renovation - Phase 2	\$650,720	\$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	\$2,800,000
Hidden Acres Subdivision - Rehabilitation	\$280,000	\$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	\$806,222
Jackson Creek Drainage Improvements	\$2,500,000	\$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	\$3,400,000
Jackson Road Bridge - Rehabilitation	\$60,000	\$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	\$186,453
John McCain (Monticello Pkwy to Pleasant Run Rd) - Rehabilitation	\$151,111	\$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	\$302,222
John McCain Box Culvert at White Chapel Creek West	\$250,000	\$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	\$179,840
Library - Carpet and VCT Tile	\$98,055	\$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	\$70,447
Lloyd Circle - Rehabilitation	\$105,964	\$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	\$4,191
McDonwell School Road - Rehabilitation	\$713,316	\$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	\$2,700,000
Oak Knoll Court - Rehabilitation	\$105,618	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$105,618
Oak Knoll Drive - Rehabilitation	\$871,236	\$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	\$148,836
Old Glade Road - Rehabilitation	\$70,667	\$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	\$203,218
Pecan Park Estates Subdivision - Rehabilitation	\$724,444	\$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	\$3,800,000

Exhibit "A" - Amended FY 2017-2021 CIP

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 Drive 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 Road Water Line Velocity Adjustment (and Summertree and Hall-Johnson/Meadowhill Areas) - 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
	\$160,032,499	\$13,936,837	\$450,000	\$1,986,400	\$500,000	\$588,120	\$100,000	\$8,495,130	\$8,686,320	\$134,000	\$6,532,700	\$3,736,817	\$45,146,324	\$114,886,175



City of Colleyville City Council Agenda Briefing

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

Agenda Number 8a

Agenda Date 05/16/2017

Number Ordinance O-17-2011

Type Ordinance

Department City Manager

Title

Approving a negotiated settlement between the Atmos Cities Steering Committee and Atmos Energy Corp., Mid-Tex Division, regarding the Company's 2017 Rate Review Mechanism Filing and adopting tariffs that reflect rate adjustments consistent with the negotiated settlement

Strategic Plan

2.1 Provide responsive, efficient city services

Explanation

First Reading and Public Hearing

The City of Colleyville, along with other similarly situated cities served by Atmos Energy Corp., Mid-Tex Division, is a member of the Atmos Cities Steering Committee (ACSC). The Rate Review Mechanism (RRM) Tariff was originally adopted by ACSC member cities in 2007 as an alternative to the Gas Reliability Infrastructure Program (GRIP), the statutory provision that allows Atmos to bypass the City's rate regulatory authority to increase its rates annually to recover capital investments. The RRM Tariff has been modified several times, most recently in 2013.

The 2017 RRM filing is the fifth RRM filing under the renewed RRM Tariff. On March 1, 2017, Atmos made a filing requesting \$57.4 million in additional revenues on a system-wide basis. Because the City of Dallas has a separate rate review process, exclusion of Dallas results in the Company requesting \$46.4 million from other municipalities.

Environs customers (ratepayers outside municipal limits) remain under the Railroad Commission's exclusive original jurisdiction and have their rates set through the GRIP process. If Atmos had used the GRIP process rather than the RRM process for this requested rate increase, it would have received a \$52.4 million increase, or about \$4.4 million more than in the proposed Ordinance (attached). ACSC and Atmos have concluded negotiations and reached an agreement, reflected in the Ordinance, to reduce the request by \$9.4 million system-wide (\$7.6 million exclusive of the City of Dallas), such that the Ordinance approving new rates reflects an increase of \$48 million on a system-wide basis, or \$38.8 million for Atmos Mid-Tex Cities, exclusive of the City of Dallas.

The tariffs attached to the Ordinance will be effective for bills rendered on or after June 1, 2017. The monthly residential customer charge will go from \$19.10 to \$19.60. The

consumption charge will increase to \$0.14 per Ccf. The monthly bill impact for the typical residential customer consuming 46.8 Ccf will be an increase of \$2.04, or about 3.87%. The typical commercial customer will see an increase of \$6.27, or 2.37 percent.

The ACSC Executive Committee and its designated legal counsel and consultants recommend that all cities adopt the Ordinance with its attachments approving the negotiated rate settlement resolving the 2017 RRM filing, and implementing the rate change. Failure to accept the negotiated rate settlement would ultimately result in higher rates, potentially even higher than the original RRM increase request.

Financial Impact

Approval of the proposed ordinance will increase revenues for Atmos Mid-Tex by \$48 million on a system-wide basis, as opposed to the \$52.4 million that would have been received through the GRIP process. The typical residential customer will see an increase of \$2.04 per month.

Recommendation

Approve

Attachments

1. Atmos 2017 RRM Filing
2. Ordinance O-17-2011



Chris Felan
Vice President
Rates & Regulatory Affairs

March 1, 2017

To the Honorable Mayor and City Manager

Re: Atmos Energy Corporation's 2017 Rate Review Mechanism Filing

Dear Mayor and City Manager,

Through this correspondence, Atmos Energy Corporation, Mid-Tex Division's ("Atmos Energy" or "the Company") wishes to notify you that the Company has submitted its fifth filing under the Rider RRM - Rate Review Mechanism Tariff. Consistent with our agreement, this filing has been served on the attorney for your coalition. If you desire a CD or a printed copy of the filing, you can contact your local Manager of Public Affairs to obtain a copy. We have also attached an Executive Summary to the cover letter, which highlights the details of the 2017 RRM Filing.

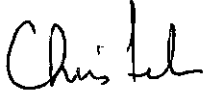
This RRM filing represents a requested increase in annual revenue of approximately \$46.5 million. This represents a monthly increase of \$2.45 for the average residential customer.

The RRM filing documents and schedules have been provided to your representative. As part of the filing, we have included updated tariffs for Rates R, C, I and T and Rider WNA. In addition, per the RRM Agreement, we have included Minimum Filing Requirements (MFR) as part of this filing. The MFRs consists of information that is typically requested by the interveners during the discovery process. We stand ready to respond to your requests for information during the review process and hope that we will be able to continue the cooperative nature established in the previous RRM filings. The goal is to reach a mutual agreement that fairly balances the needs of the Company and the needs of the customer.

The Company proposes to make the new rates effective on June 1, 2017 and is committed to working with your representative to answer any questions regarding the filing during the interim. Should you have any specific questions, please forward them to your local Manager of Public Affairs or to my attention.

In closing, I want to say again how much Atmos Energy appreciates your City's willingness to work with the Company. We look forward to continuing this cooperative spirit as you review the Company's filing.

Sincerely,

A handwritten signature in black ink, appearing to read "Chris Felan". The signature is fluid and cursive, with the first name "Chris" and last name "Felan" clearly distinguishable.

Chris Felan

Attachment:

Executive Summary

Atmos Energy Corporation - Mid-Tex Division
Executive Summary
2017 RRM Filing
March 2017

- Atmos Energy Corporation, Mid-Tex Division (the “Company”) reached an agreement with 441 of the 442 cities by July 2013 to establish a new Rate Review Mechanism (RRM). The RRM is a systematic process collaboratively developed by the Company and the City Coalitions (“Cities”), specifying how rates will be set over a specified period of time.
- Benefits of the RRM
 - Suspends GRIP filings
 - Avoids cost of litigation that would be borne by customers
 - Provides transparent process for annual review of all Company expenses and investment
 - Provides \$3 million discount to the annual system-wide cost of service
 - Provides additional \$12.2 million discount due to cap on equity
 - Limits future growth of the residential customer charge (The proposed GRIP customer charge is \$25.94)
- The Company submitted its fifth filing under the new RRM to each of its Cities or their representative on March 1, 2017. The filing package supports an increase in rates of:
 - Average Residential customer using 46.3 Ccf a month will have an increase of \$2.45/month, 4.65% overall
 - Average Commercial customer using 371.0 Ccf a month will have an increase of \$7.53/month, 2.84% overall
 - Average Industrial/Transportation customer using 4,364 MMBtu a month will have an increase of \$207.28, 3.85% overall for Industrial and 5.14% for Transportation customers overall.

The Company has calculated the change in rates based on the requirements set forth in its Rider RRM, which includes agreed-upon rate design, exclusions, and cost of service adjustments.

- What is next?
 - Collaborative effort between the Company and the Cities' consultants in reviewing the filing.
 - Company and City Representatives/Consultants will review and agree on final rates to be implemented on June 1, 2017.

ORDINANCE O-17-2011

APPROVING A NEGOTIATED SETTLEMENT BETWEEN THE ATMOS CITIES STEERING COMMITTEE ("ACSC") AND ATMOS ENERGY CORP., MID-TEX DIVISION REGARDING THE COMPANY'S 2017 RATE REVIEW MECHANISM FILINGS; ADOPTING TARIFFS; REQUIRING RECONCILIATION AND RATE ADJUSTMENTS IF FEDERAL INCOME TAX RATES CHANGE; TERMINATING THE RRM PROCESS FOR 2018 PENDING RENEGOTIATION OF RRM TERMS AND CONDITIONS; AND DECLARING AN EFFECTIVE DATE

WHEREAS, the City of Colleyville, Texas ("City") is a gas utility customer of Atmos Energy Corp., Mid-Tex Division ("Atmos Mid-Tex" or "Company"), and a regulatory authority with an interest in the rates and charges of Atmos Mid-Tex; and

WHEREAS, the City is a member of the Atmos Cities Steering Committee ("ACSC"), a coalition of similarly-situated cities served by Atmos Mid-Tex ("ACSC Cities") that have joined together to facilitate the review of, and response to, natural gas issues affecting rates charged in the Atmos Mid-Tex service area; and

WHEREAS, ACSC and the Company worked collaboratively to develop a new Rate Review Mechanism ("RRM") tariff that allows for an expedited rate review process by ACSC Cities as a substitute to the Gas Reliability Infrastructure Program ("GRIP") process instituted by the Legislature, and that will establish rates for the ACSC Cities based on the system-wide cost of serving the Atmos Mid-Tex Division; and

WHEREAS, on March 1, 2017, Atmos Mid-Tex filed its 2017 RRM rate request with ACSC Cities; and

WHEREAS, ACSC coordinated its review of the Atmos Mid-Tex 2016 RRM filing through its Executive Committee, assisted by ACSC's attorneys and consultants, to resolve issues identified in the Company's RRM filing; and

WHEREAS, the Executive Committee, and ACSC's counsel and consultants, recommend that ACSC Cities approve an increase in base rates for Atmos Mid-Tex of \$48 million on a system-wide basis; and

WHEREAS, the attached tariffs implementing new rates are consistent with the recommendation of the ACSC Executive Committee, are

agreed to by the Company, and are just, reasonable, and in the public interest; and

WHEREAS, the RRM Tariff contemplates reimbursement of ACSC's reasonable expenses associated with RRM applications; and

WHEREAS, the Company and ACSC have agreed that rates should be adjusted if any change in federal income tax rates is implemented during the period that rates approved herein remain in place; and

WHEREAS, because ACSC believes that certain provisions of the current terms and conditions of the RRM tariff are inconsistent with market conditions, the City expects renegotiation of the current RRM tariff in the summer of 2017.

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

- Sec. 1. THAT the findings set forth in this Ordinance are hereby in all things approved.
- Sec. 2. THAT the City Council finds the settled amount of an increase in revenues of \$48 million on a system-wide basis represents a comprehensive settlement of gas utility rate issues affecting the rates, operations, and services offered by Atmos Mid-Tex within the municipal limits arising from Atmos Mid-Tex's 2017 RRM filing, is in the public interest, and is consistent with the City's authority under Section 103.001 of the Texas Utilities Code.
- Sec. 3. THAT the existing rates for natural gas service provided by Atmos Mid-Tex are unreasonable. The new tariffs attached as Attachment A, are hereby adopted and are designed to allow Atmos Mid-Tex to recover annually an additional \$48 million in revenue over the amount allowed under currently approved rates, as shown in the Proof of Revenues attached hereto and incorporated herein as Attachment B.
- Sec. 4. THAT the ratemaking treatment for pensions and other post-employment benefits in Atmos Mid-Tex's next RRM filing shall be as set forth on Attachment C, attached hereto and incorporated herein.

- Sec. 5. THAT consistent with Texas Utilities Code Section 104.055(c), Atmos Energy's recovery of federal income tax expense through the Rider RRM has been computed using the statutory income tax rate. In the event that a change in the statutory income tax rate is implemented during the Rider RRM Rate Effective Date, Atmos Energy shall reconcile the difference between the amount of federal income tax expense included in the Rider RRM calculation for the Rate Effective Date with the amount of federal income tax expense authorized under the new statutory income tax rate. The reconciliation period shall be from the date on which any new statutory income tax rate is implemented through the Rate Effective Date. An interest component calculated at the customer deposit interest rate then in effect as approved by the Railroad Commission of Texas shall be applied to the federal income tax expense reconciliation. Further, any required reconciliation of federal income tax expense shall be included as part of Atmos Mid-Tex's next annual RRM filing and shall be returned to or recovered from customers as a one-time credit or surcharge to the customer's bill.
- Sec. 6 THAT the City requires renegotiation of RRM tariff terms and conditions during the Summer of 2017. If an agreed renegotiated RRM tariff cannot be achieved, the City will terminate the RRM process and consider initiation of a traditional rate case to reduce the Company's authorized return on equity.
- Sec. 7 THAT Atmos Mid-Tex shall reimburse the reasonable ratemaking expenses of the ACSC in processing the Company's 2017 RRM filing.
- Sec. 8. THAT to the extent any resolution or ordinance previously adopted by the City Council is inconsistent with this Ordinance, it is hereby repealed.
- Sec. 9. THAT if any one or more sections or clauses of this Ordinance is adjudged to be unconstitutional or invalid, such judgment shall not affect, impair, or invalidate the remaining provisions of this Ordinance, and the remaining provisions of the Ordinance shall be interpreted as if the offending section or clause never existed.
- Sec. 10. THAT consistent with the City Ordinance that established the RRM process, this Ordinance shall become effective from and

after its passage with rates authorized by attached tariffs to be effective for bills rendered on or after June 1, 2017.

Sec. 11. THAT a copy of this Ordinance shall be sent to Atmos Mid-Tex, care of Chris Felan, Vice President of Rates and Regulatory Affairs Mid-Tex Division, Atmos Energy Corporation, 5420 LBJ Freeway, Suite 1862, Dallas, Texas 75240, and to Geoffrey Gay, General Counsel to ACSC, at Lloyd Gosselink Rochelle & Townsend, P.C., 816 Congress Avenue, Suite 1900, Austin, Texas 78701.

AND IT IS SO ORDERED.

The first reading and public hearing being conducted on the 16th day of May 2017.

The second reading and public hearing being conducted on the 6th day of June 2017.

APPROVED BY A VOTE OF ___ AYES, ___ NAYS, AND ___ ABSTENTIONS ON THIS THE 6TH DAY OF JUNE 2017.

Mayor Richard Newton	_____	Place 4, George Dodson	_____
Place 1, Tammy Nakamura	_____	Place 5, Nancy Coplen	_____
Place 2, Bobby Lindamood	_____	Place 6, Mike Taylor	_____
Place 3, Kathy Wheat	_____		

ATTEST:

CITY OF COLLEYVILLE

Amy Shelley, TRMC
City Secretary

Richard Newton
Mayor

APPROVED AS TO FORM AND LEGALITY:

Whitt Wyatt
City Attorney

RATE SCHEDULE:	R – RESIDENTIAL SALES	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION EXCEPT THE CITY OF DALLAS AND UNINCORPORATED AREAS	
EFFECTIVE DATE:	Bills Rendered on or after 06/01/2017	PAGE:

Application

Applicable to Residential Customers for all natural gas provided at one Point of Delivery and measured through one meter.

Type of Service

Where service of the type desired by Customer is not already available at the Point of Delivery, additional charges and special contract arrangements between Company and Customer may be required prior to service being furnished.

Monthly Rate

Customer's monthly bill will be calculated by adding the following Customer and Ccf charges to the amounts due under the riders listed below:

Charge	Amount
Customer Charge per Bill	\$ 19.60 per month
Rider CEE Surcharge	\$ 0.02 per month ¹
Total Customer Charge	\$ 19.62 per month
Commodity Charge – All <u>Ccf</u>	\$0.14427 per Ccf

Gas Cost Recovery: Plus an amount for gas costs and upstream transportation costs calculated in accordance with Part (a) and Part (b), respectively, of Rider GCR.

Weather Normalization Adjustment: Plus or Minus an amount for weather normalization calculated in accordance with Rider WNA.

Franchise Fee Adjustment: Plus an amount for franchise fees calculated in accordance with Rider FF. Rider FF is only applicable to customers inside the corporate limits of any incorporated municipality.

Tax Adjustment: Plus an amount for tax calculated in accordance with Rider TAX.

Surcharges: Plus an amount for surcharges calculated in accordance with the applicable rider(s).

Agreement

An Agreement for Gas Service may be required.

Notice

Service hereunder and the rates for services provided are subject to the orders of regulatory bodies having jurisdiction and to the Company's Tariff for Gas Service.

¹Reference Rider CEE - Conservation and Energy Efficiency as approved in GUD 10170. Surcharge billing effective July 1, 2016.

RATE SCHEDULE:	C – COMMERCIAL SALES	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION EXCEPT THE CITY OF DALLAS AND UNINCORPORATED AREAS	
EFFECTIVE DATE:	Bills Rendered on or after 06/01/2017	PAGE:

Application

Applicable to Commercial Customers for all natural gas provided at one Point of Delivery and measured through one meter and to Industrial Customers with an average annual usage of less than 30,000 Ccf.

Type of Service

Where service of the type desired by Customer is not already available at the Point of Delivery, additional charges and special contract arrangements between Company and Customer may be required prior to service being furnished.

Monthly Rate

Customer's monthly bill will be calculated by adding the following Customer and Ccf charges to the amounts due under the riders listed below:

Charge	Amount
Customer Charge per Bill	\$ 44.70 per month
Rider CEE Surcharge	\$ 0.08 per month ¹
Total Customer Charge	\$ 44.78 per month
Commodity Charge – All Ccf	\$ 0.09279 per Ccf

Gas Cost Recovery: Plus an amount for gas costs and upstream transportation costs calculated in accordance with Part (a) and Part (b), respectively, of Rider GCR.

Weather Normalization Adjustment: Plus or Minus an amount for weather normalization calculated in accordance with Rider WNA.

Franchise Fee Adjustment: Plus an amount for franchise fees calculated in accordance with Rider FF. Rider FF is only applicable to customers inside the corporate limits of any incorporated municipality.

Tax Adjustment: Plus an amount for tax calculated in accordance with Rider TAX.

Surcharges: Plus an amount for surcharges calculated in accordance with the applicable rider(s).

Agreement

An Agreement for Gas Service may be required.

Notice

Service hereunder and the rates for services provided are subject to the orders of regulatory bodies having jurisdiction and to the Company's Tariff for Gas Service.

¹ Reference Rider CEE - Conservation and Energy Efficiency as approved in GUD 10170. Surcharge billing effective July 1, 2016.

RATE SCHEDULE:	I – INDUSTRIAL SALES	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION EXCEPT THE CITY OF DALLAS AND UNINCORPORATED AREAS	
EFFECTIVE DATE:	Bills Rendered on or after 06/01/2017	PAGE:

Application

Applicable to Industrial Customers with a maximum daily usage (MDU) of less than 3,500 MMBtu per day for all natural gas provided at one Point of Delivery and measured through one meter. Service for Industrial Customers with an MDU equal to or greater than 3,500 MMBtu per day will be provided at Company's sole option and will require special contract arrangements between Company and Customer.

Type of Service

Where service of the type desired by Customer is not already available at the Point of Delivery, additional charges and special contract arrangements between Company and Customer may be required prior to service being furnished.

Monthly Rate

Customer's monthly bill will be calculated by adding the following Customer and MMBtu charges to the amounts due under the riders listed below:

Charge	Amount
Customer Charge per Meter	\$ 799.75 per month
First 0 MMBtu to 1,500 MMBtu	\$ 0.3374 per MMBtu
Next 3,500 MMBtu	\$ 0.2470 per MMBtu
All MMBtu over 5,000 MMBtu	\$ 0.0530 per MMBtu

Gas Cost Recovery: Plus an amount for gas costs and upstream transportation costs calculated in accordance with Part (a) and Part (b), respectively, of Rider GCR.

Franchise Fee Adjustment: Plus an amount for franchise fees calculated in accordance with Rider FF. Rider FF is only applicable to customers inside the corporate limits of any incorporated municipality.

Tax Adjustment: Plus an amount for tax calculated in accordance with Rider TAX.

Surcharges: Plus an amount for surcharges calculated in accordance with the applicable rider(s).

Curtailment Overpull Fee

Upon notification by Company of an event of curtailment or interruption of Customer's deliveries, Customer will, for each MMBtu delivered in excess of the stated level of curtailment or interruption, pay Company 200% of the midpoint price for the Katy point listed in *Platts Gas Daily* published for the applicable Gas Day in the table entitled "Daily Price Survey."

Replacement Index

In the event the "midpoint" or "common" price for the Katy point listed in *Platts Gas Daily* in the table entitled "Daily Price Survey" is no longer published, Company will calculate the applicable imbalance fees utilizing a daily price index recognized as authoritative by the natural gas industry and most closely approximating the applicable index.

RATE SCHEDULE:	I – INDUSTRIAL SALES	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION EXCEPT THE CITY OF DALLAS AND UNINCORPORATED AREAS	
EFFECTIVE DATE:	Bills Rendered on or after 06/01/2017	PAGE:

Agreement

An Agreement for Gas Service may be required.

Notice

Service hereunder and the rates for services provided are subject to the orders of regulatory bodies having jurisdiction and to the Company's Tariff for Gas Service.

Special Conditions

In order to receive service under Rate I, Customer must have the type of meter required by Company. Customer must pay Company all costs associated with the acquisition and installation of the meter.

RATE SCHEDULE:	T – TRANSPORTATION	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION EXCEPT THE CITY OF DALLAS AND UNINCORPORATED AREAS	
EFFECTIVE DATE:	Bills Rendered on or after 06/01/2017	PAGE:

Application

Applicable, in the event that Company has entered into a Transportation Agreement, to a customer directly connected to the Atmos Energy Corp., Mid-Tex Division Distribution System (Customer) for the transportation of all natural gas supplied by Customer or Customer's agent at one Point of Delivery for use in Customer's facility.

Type of Service

Where service of the type desired by Customer is not already available at the Point of Delivery, additional charges and special contract arrangements between Company and Customer may be required prior to service being furnished.

Monthly Rate

Customer's bill will be calculated by adding the following Customer and MMBtu charges to the amounts and quantities due under the riders listed below:

Charge	Amount
Customer Charge per Meter	\$ 799.75 per month
First 0 MMBtu to 1,500 MMBtu	\$ 0.3374 per MMBtu
Next 3,500 MMBtu	\$ 0.2470 per MMBtu
All MMBtu over 5,000 MMBtu	\$ 0.0530 per MMBtu

Upstream Transportation Cost Recovery: Plus an amount for upstream transportation costs in accordance with Part (b) of Rider GCR.

Retention Adjustment: Plus a quantity of gas as calculated in accordance with Rider RA.

Franchise Fee Adjustment: Plus an amount for franchise fees calculated in accordance with Rider FF. Rider FF is only applicable to customers inside the corporate limits of any incorporated municipality.

Tax Adjustment: Plus an amount for tax calculated in accordance with Rider TAX.

Surcharges: Plus an amount for surcharges calculated in accordance with the applicable rider(s).

Imbalance Fees

All fees charged to Customer under this Rate Schedule will be charged based on the quantities determined under the applicable Transportation Agreement and quantities will not be aggregated for any Customer with multiple Transportation Agreements for the purposes of such fees.

Monthly Imbalance Fees

Customer shall pay Company the greater of (i) \$0.10 per MMBtu, or (ii) 150% of the difference per MMBtu between the highest and lowest "midpoint" price for the Katy point listed in *Platts Gas Daily* in the table entitled "Daily Price Survey" during such month, for the MMBtu of Customer's monthly Cumulative Imbalance, as defined in the applicable Transportation Agreement, at the end of each month that exceeds 10% of Customer's receipt quantities for the month.

RATE SCHEDULE:	T – TRANSPORTATION	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION EXCEPT THE CITY OF DALLAS AND UNINCORPORATED AREAS	
EFFECTIVE DATE:	Bills Rendered on or after 06/01/2017	PAGE:

Curtailment Overpull Fee

Upon notification by Company of an event of curtailment or interruption of Customer's deliveries, Customer will, for each MMBtu delivered in excess of the stated level of curtailment or interruption, pay Company 200% of the midpoint price for the Katy point listed in *Platts Gas Daily* published for the applicable Gas Day in the table entitled "Daily Price Survey."

Replacement Index

In the event the "midpoint" or "common" price for the Katy point listed in *Platts Gas Daily* in the table entitled "Daily Price Survey" is no longer published, Company will calculate the applicable imbalance fees utilizing a daily price index recognized as authoritative by the natural gas industry and most closely approximating the applicable index.

Agreement

A transportation agreement is required.

Notice

Service hereunder and the rates for services provided are subject to the orders of regulatory bodies having jurisdiction and to the Company's Tariff for Gas Service.

Special Conditions

In order to receive service under Rate T, customer must have the type of meter required by Company. Customer must pay Company all costs associated with the acquisition and installation of the meter.

**MID-TEX DIVISION
ATMOS ENERGY CORPORATION**

RIDER:	WNA – WEATHER NORMALIZATION ADJUSTMENT	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION EXCEPT THE CITY OF DALLAS AND UNINCORPORATED AREAS	
EFFECTIVE DATE:	Bills Rendered on or after 11/01/2017	PAGE:

Provisions for Adjustment

The Commodity Charge per Ccf (100 cubic feet) for gas service set forth in any Rate Schedules utilized by the cities of the Mid-Tex Division service area for determining normalized winter period revenues shall be adjusted by an amount hereinafter described, which amount is referred to as the "Weather Normalization Adjustment." The Weather Normalization Adjustment shall apply to all temperature sensitive residential and commercial bills based on meters read during the revenue months of November through April. The five regional weather stations are Abilene, Austin, Dallas, Waco, and Wichita Falls.

Computation of Weather Normalization Adjustment

The Weather Normalization Adjustment Factor shall be computed to the nearest one-hundredth cent per Ccf by the following formula:

$$WNAF_i = R_i \frac{(HSF_i \times (NDD-ADD))}{(BL_i + (HSF_i \times ADD))}$$

Where

- i = any particular Rate Schedule or billing classification within any such particular Rate Schedule that contains more than one billing classification
- $WNAF_i$ = Weather Normalization Adjustment Factor for the i^{th} rate schedule or classification expressed in cents per Ccf
- R_i = Commodity Charge rate of temperature sensitive sales for the i^{th} schedule or classification.
- HSF_i = heat sensitive factor for the i^{th} schedule or classification divided by the average bill count in that class
- NDD = billing cycle normal heating degree days calculated as the simple ten-year average of actual heating degree days.
- ADD = billing cycle actual heating degree days.
- BL_i = base load sales for the i^{th} schedule or classification divided by the average bill count in that class

The Weather Normalization Adjustment for the j th customer in i th rate schedule is computed as:

$$WNA_j = WNAF_i \times q_{ij}$$

Where q_{ij} is the relevant sales quantity for the j th customer in i th rate schedule.

**MID-TEX DIVISION
ATMOS ENERGY CORPORATION**

RIDER:	WNA – WEATHER NORMALIZATION ADJUSTMENT	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION EXCEPT THE CITY OF DALLAS AND UNINCORPORATED AREAS	
EFFECTIVE DATE:	Bills Rendered on or after 11/01/2017	PAGE:

Base Use/Heat Use Factors

Weather Station	<u>Residential</u>		<u>Commercial</u>	
	Base use <u>Ccf</u>	Heat use <u>Ccf/HDD</u>	Base use <u>Ccf</u>	Heat use <u>Ccf/HDD</u>
Abilene	9.79	0.1347	93.16	0.6060
Austin	10.37	0.1483	190.68	0.9069
Dallas	13.36	0.2089	180.35	1.0191
Waco	9.64	0.1348	124.37	0.5791
Wichita Falls	11.20	0.1412	107.96	0.5571

Weather Normalization Adjustment (WNA) Report

On or before June 1 of each year, the Company posts on its website at atmosenergy.com/mtx-wna, in Excel format, a *Weather Normalization Adjustment (WNA) Report* to show how the Company calculated its WNAs factor during the preceding winter season. Additionally, on or before June 1 of each year, the Company files one hard copy and an Excel version of the *WNA Report* with the Railroad Commission of Texas' Gas Services Division, addressed to the Director of that Division.

File Date: March 1, 2017

ATMOS ENERGY CORP., MID-TEX DIVISION
PROPOSED TARIFF STRUCTURE (BEFORE RATE CASE EXPENSE RECOVERY)
TEST YEAR ENDING DECEMBER 31, 2016

	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)
1	Proposed Change In Rates:		\$ 48,000,000		Schedule A						
2	Proposed Change In Rates without Revenue Related Taxes:		\$ 44,800,457		Ln 1 divided by factor on WP_F-5.1						
3											
4											
5											
6		Revenue Requirements		Allocations							
7	Residential	\$ 338,431,486		77.95%	Per GUD 10170 Final Order						
8	Commercial	84,223,622		19.40%	Per GUD 10170 Final Order						
9	Industrial and Transportation	11,490,316		2.65%	Per GUD 10170 Final Order						
10	Net Revenue Requirements GUD No. 10170	<u>\$ 434,145,424</u>									
11											
12											
13											
14											
15											
16	With Proportional Increase all classes but Residential and a 40% residential base charge increase:										
17											
18		Current	Prospective		Revenues			Proposed	Proposed		
19							Change	Change In	Rates	Proposed	
20	Residential Base Charge	\$ 19.08	\$ 0.77		\$ 13,969,407	Residential Base Charge	\$ 0.52	\$ 9,385,859	\$ 19.60	\$ 353,851,897	
21	Residential Consumption Charge	\$ 0.11378	\$ 0.02502		20,954,111	Residential Consumption Charge	\$ 0.03049	25,534,444	\$ 0.14427	120,821,718	
22	Commercial Base Charge	\$ 41.70	\$ 2.96		4,345,614	Commercial Base Charge	\$ 3.00	4,409,676	\$ 44.70	65,707,365	
23	Commercial Consumption Charge	\$ 0.08494	\$ 0.00797		4,345,614	Commercial Consumption Charge	\$ 0.00785	4,280,326	\$ 0.09279	50,595,093	
24	I&T Base Charge	\$ 737.00	\$ 62.70		592,856	I&T Base Charge	\$ 62.75	593,364	\$ 799.75	7,562,427	
25	I&T Consumption Charge Tier 1 MMBTU	\$ 0.3096	\$ 0.0278		279,522	I&T Consumption Charge Tier 1 MMBTU	\$ 0.0278	279,726	\$ 0.3374	3,394,949	
26	I&T Consumption Charge Tier 2 MMBTU	\$ 0.2267	\$ 0.0203		225,635	I&T Consumption Charge Tier 2 MMBTU	\$ 0.0203	225,178	\$ 0.2470	2,739,848	
27	I&T Consumption Charge Tier 3 MMBTU	\$ 0.0486	\$ 0.0044		87,699	I&T Consumption Charge Tier 3 MMBTU	\$ 0.0044	88,488	\$ 0.0530	1,065,879	
28					\$ 44,800,457			\$ 44,797,060		\$ 605,739,177	
29											

ATMOS ENERGY CORP., MID-TEX DIVISION
PENSIONS AND RETIREE MEDICAL BENEFITS FOR CITIES APPROVAL
TEST YEAR ENDING DECEMBER 31, 2016

Line No.	Description	Shared Services		Mid-Tex Direct			Adjustment Total
		Pension Account Plan ("PAP")	Post-Retirement Medical Plan ("FAS 106")	Pension Account Plan ("PAP")	Supplemental Executive Benefit Plan ("SERP")	Post-Retirement Medical Plan ("FAS 106")	
	(a)	(b)	(c)	(d)	(e)	(f)	(g)
1	Fiscal Year 2017 Willis Towers Watson Report as adjusted (1), (3)	\$ 5,004,862	\$ 2,864,121	\$ 8,234,627	\$ 194,941	\$ 4,375,142	
2	Allocation to Mid-Tex	45.03%	45.03%	71.23%	100.00%	71.23%	
	Fiscal Year 2017 Actuarially Determined O&M Benefits (Ln 1 x Ln 2)						
3		\$ 2,253,477	\$ 1,289,592	\$ 5,865,537	\$ 194,941	\$ 3,116,420	
4	O&M and Capital Allocation Factor	100.00%	100.00%	100.00%	100.00%	100.00%	
	Fiscal Year 17 Willis Towers Watson Benefit Costs To Approve (excluding Removed Cost Centers) (Ln 3 x Ln 4)						
5		\$ 2,253,477	\$ 1,289,592	\$ 5,865,537	\$ 194,941	\$ 3,116,420	\$ 12,719,968
6							
7							
8	Summary of Costs to Approve:						
9							
10	Total Pension Account Plan ("PAP")	\$ 2,253,477		\$ 5,865,537			\$ 8,119,015
11	Total Post-Retirement Medical Plan ("FAS 106")		\$ 1,289,592			\$ 3,116,420	4,406,012
12	Total Supplemental Executive Retirement Plan ("SERP")				\$ 194,941		194,941
13	Total (Ln 10 + Ln 11 + Ln 12)	\$ 2,253,477	\$ 1,289,592	\$ 5,865,537	\$ 194,941	\$ 3,116,420	\$ 12,719,968
14							
15							
16	O&M Expense Factor	74.05%	74.05%	37.75%	20.00%	37.75%	
17							
18	Expense Portion (Ln 13 x Ln 16)	\$ 1,668,700	\$ 954,943	\$ 2,214,432	\$ 38,988	\$ 1,176,551	\$ 6,053,614
19							
20	Capital Factor	25.95%	25.95%	62.25%	80.00%	62.25%	
21							
22	Capital Portion (Ln 13 x Ln 20)	\$ 584,777	\$ 334,649	\$ 3,651,105	\$ 155,953	\$ 1,939,870	\$ 6,666,354
23							
24	Total (Ln 18 + Ln 22)	\$ 2,253,477	\$ 1,289,592	\$ 5,865,537	\$ 194,941	\$ 3,116,420	\$ 12,719,968



City of Colleyville City Council Agenda Briefing

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

Agenda Number 9a

Agenda Date 05/16/2017

Number Resolution R-17-4130

Type Resolution

Department Public Works

Title

Consideration of a request for the abandonment of a utility easement for the property located at 409 Timberline Drive South, Lot 1R1, Block 3, of the Highland Acres Addition

Strategic Plan

There is no Strategic Plan connection for this item.

Explanation

Reading and Public Hearing

The property owner of 409 Timberline Drive South, Lot 1R1, Block 3, of the Highland Acres Addition (shown on the attached location map) is requesting the abandonment of an existing utility easement as outlined in the attached application for abandonment. City Council approval is required for the abandonment of any easement.

Description. The existing easement proposed to be abandoned is approximately 6 feet in width and is in the shape of a "T", as shown in yellow in Exhibit A. The subject property was replatted under case PC16-004 in May, 2016, which shifted the perimeter lot lines and at that time, a new utility easement was dedicated along the new lot lines shown in green on the attached Exhibit A. These new easements replace the utility easement requested for abandonment. The dedication of the revised utility easements, with the replat replaces the need for the existing easements without affecting any public infrastructure. The replat of the lot is attached as Exhibit B.

Summary. All of the franchise utility companies have provided their approval of the easement abandonment. Staff has reviewed the site and has determined the existing utility easement is currently not in use and will not be necessary in the future. Therefore, staff recommends approval of the easement abandonment.

Financial Impact

There is no financial impact to the City.

Recommendation

Approve

Attachments

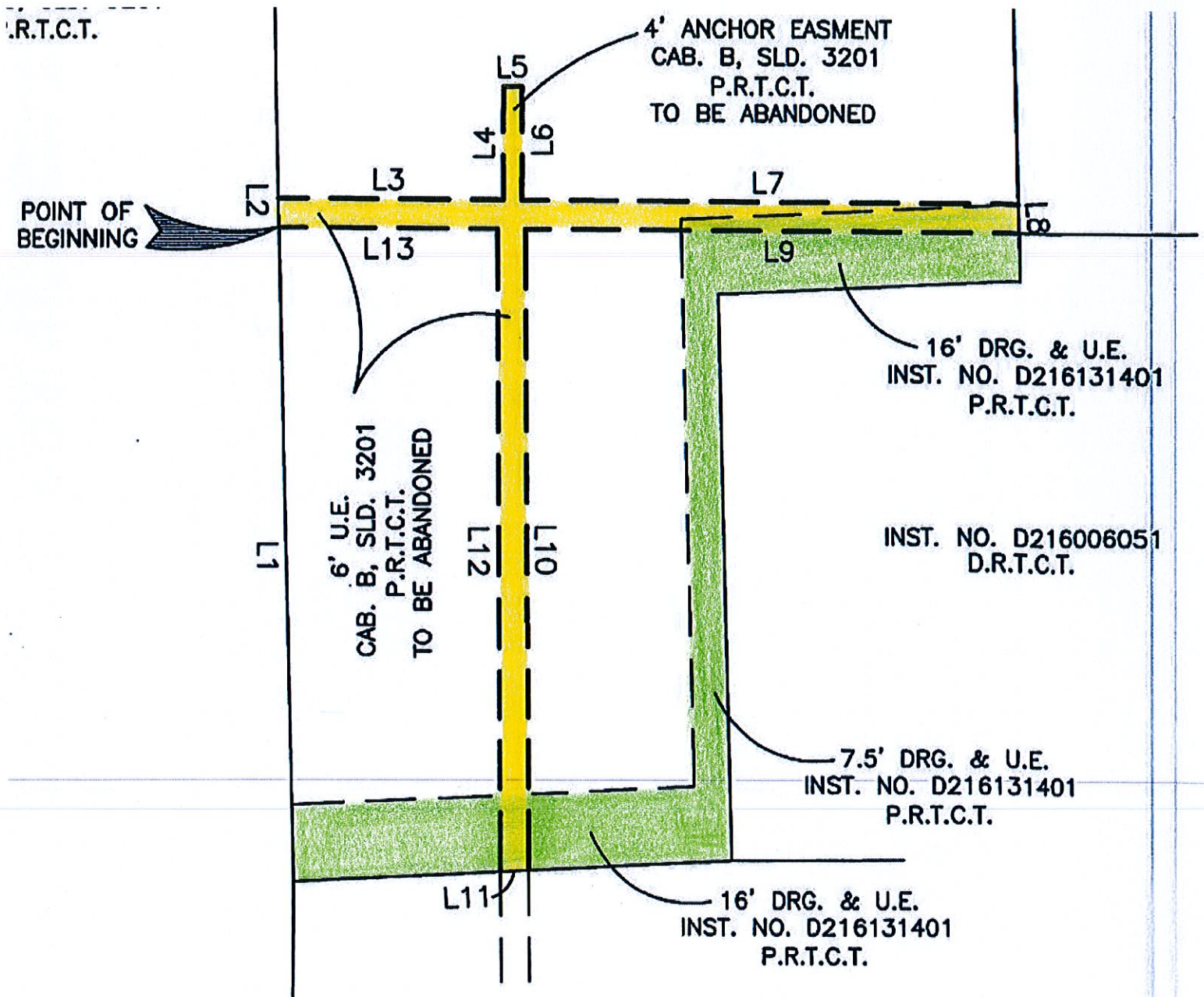
1. Location Map

2. Exhibit A - Easement Exhibit
3. Exhibit B - Replat
4. Application for Abandonment
5. Resolution R-17-4130

Location Map



Exhibit A



APPLICATION FOR THE VACATION OR ABANDONMENT OF A
DRAINAGE AND UTILITY EASEMENT

11/29/16
Date of Submittal

To the City of Colleyville:

The undersigned hereby makes application to vacate and abandon a portion of the public drainage and / or utility easement or right-of-way situated on or abutting property at the following location and described by metes and bounds in Exhibit B of the attached agreement.

Street Address 409 TIMBERLINE DR. S.
Legal Description HIGHLAND ACRES ADDN - BLOCK 3 LOT 1R1

The reason for the vacation and abandonment of the drainage and utility easement is as follows:

Future potential flat work area to be constructed.

PROPERTY OWNER INFORMATION

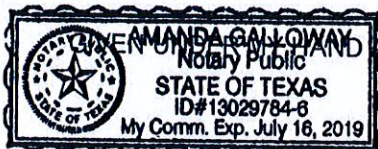
Name ZORBA CAPITAL GROUP - MICHELLE BAHAT
Address 1101 TUSCANY TERR
City, State, ZIP Code ROANOKE TX 76262
Phone 817.917.5482 Fax 817.490.9579 Email (optional) MicBahat@gmail.com

THE STATE OF TEXAS
COUNTY OF TARRANT

X
§
§

Michelle Bahat
Individual Acknowledgment

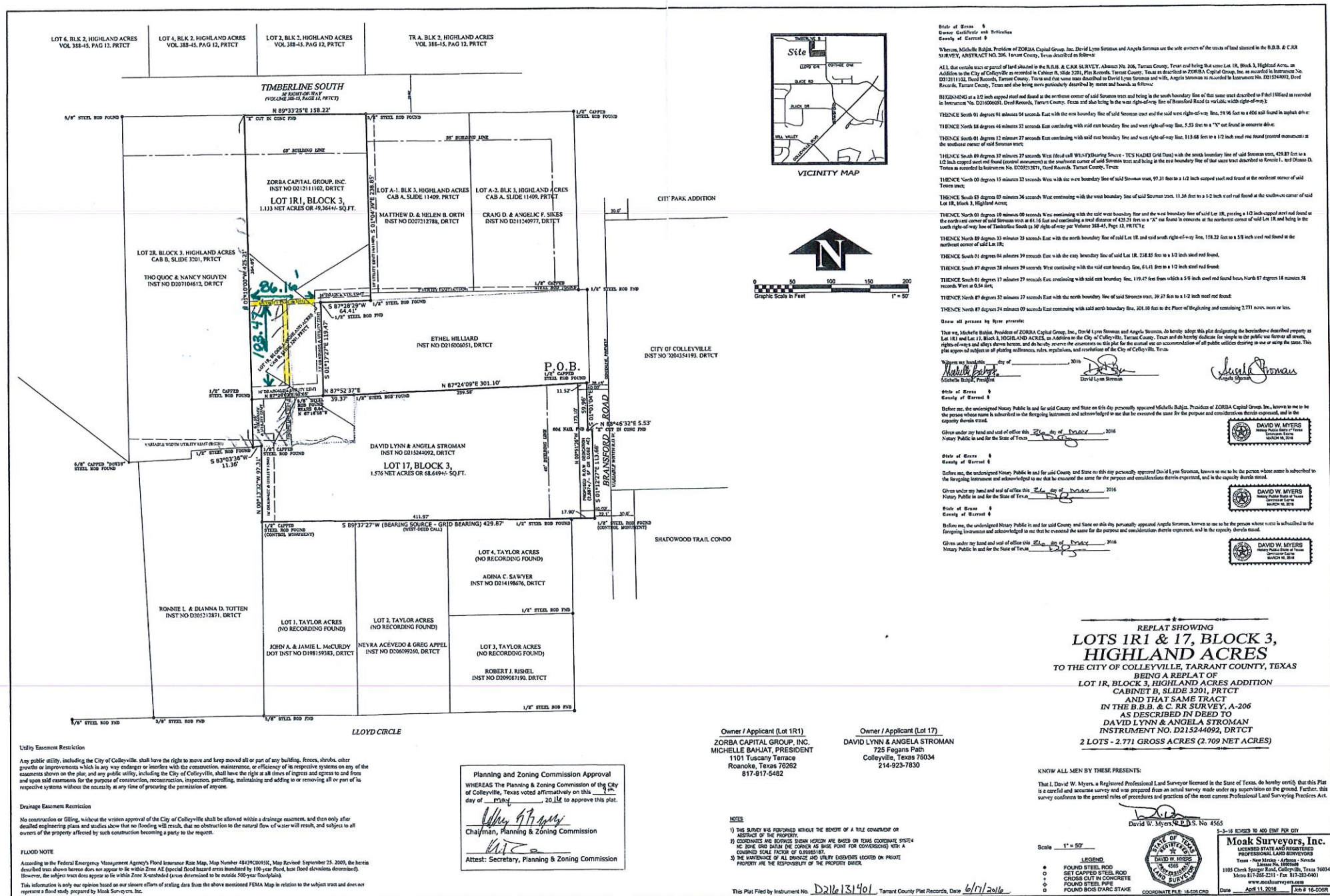
BEFORE ME, the undersigned authority, a Notary Public in and for the State of Texas, on this day personally appeared MICHELLE BAHAT, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed same for the purposes and consideration therein expressed.



My Commission Expires: 7.16.19

AND SEAL OF OFFICE this the 29th day of NOV, 20 16.

Amanda Galloway
Notary Public in and for the State of Texas



TIMBERLINE SOUTH

50' RIGHT-OF-WAY
(VOLUME 388-45, PAGE 12, PRCT)

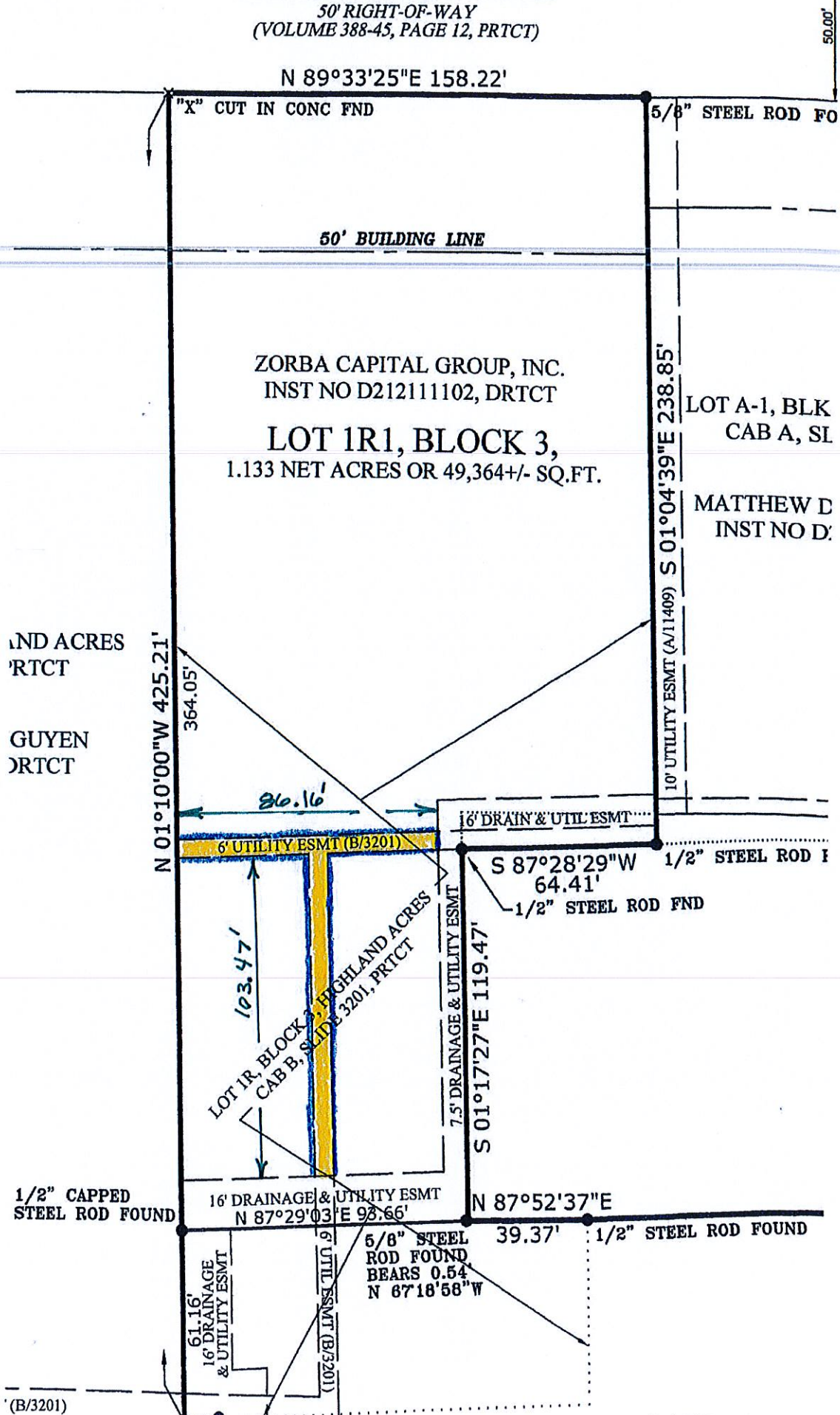


EXHIBIT A

The following is a drawing depicting the area or portion of the easement and property described that is proposed for vacation or abandonment. This drawing shall include a north arrow, legal description of the subject property and adjoining properties, if appropriate.

Being that portion of that certain public utility easement / drainage easement / right of way situated in ~~Block 3 Lot 121 - Holland Ave~~ Addition/Survey to the City of Colleyville, Tarrant County, Texas, and being more particularly described by metes and bounds as follows:

EXHIBIT A

FIELD NOTES FOR AN EASEMENT TO BE ABANDONED:

BEING A PORTION OF LOT 1R1, BLOCK 3, HIGHLAND ACRES, AN ADDITION TO THE CITY OF COLLEYVILLE, TARRANT COUNTY, TEXAS, ACCORDING TO THE PLAT RECORDED IN INSTRUMENT NO. D216131401, PLAT RECORDS, TARRANT COUNTY, TEXAS, AND BEING DESCRIBED AS FOLLOWS:

BEGINNING IN THE WEST LINE OF SAID LOT 1R1, BLOCK 3, HIGHLAND ACRES FOR THE MOST WESTERLY SOUTHWEST CORNER OF TRACT BEING DESCRIBED, SAID POINT BEING LOCATED 137.20 FEET NORTH 01 DEGREES 13 MINUTES 10 SECONDS WEST FROM THE SOUTHWEST CORNER OF SAID LOT 1R1, BLOCK 3, HIGHLAND ACRES;

THENCE THE FOLLOWING CALLS AND DISTANCES:

NORTH 01 DEGREES 13 MINUTES 10 SECONDS WEST 6.00 FEET ALONG THE WEST LINE OF SAID LOT 1R1, BLOCK 3, HIGHLAND ACRES TO THE MOST WESTERLY NORTHWEST CORNER OF TRACT BEING DESCRIBED;

SOUTH 89 DEGREES 47 MINUTES 18 SECONDS EAST 47.71 FEET;

NORTH 01 DEGREES 09 MINUTES 07 SECONDS EAST 23.88 FEET;

NORTH 88 DEGREES 34 MINUTES 09 SECONDS EAST 4.00 FEET;

SOUTH 00 DEGREES 10 MINUTES 54 SECONDS WEST 24.00 FEET;

SOUTH 89 DEGREES 46 MINUTES 18 SECONDS EAST 105.28 FEET TO THE EAST LINE OF SAID LOT 1R1, BLOCK 3, HIGHLAND ACRES FOR THE MOST EASTERLY NORTHEAST CORNER OF TRACT BEING DESCRIBED;

SOUTH 05 DEGREES 18 MINUTES 20 SECONDS EAST 5.98 FEET ALONG THE EAST LINE OF SAID TRACT TO THE MOST EASTERLY SOUTHEAST CORNER OF TRACT BEING DESCRIBED;

NORTH 89 DEGREES 47 MINUTES 18 SECONDS WEST 105.10 FEET;

SOUTH 00 DEGREES 00 MINUTES 50 SECONDS EAST 134.66 FEET TO THE SOUTH LINE OF SAID LOT 1R1, BLOCK 3, HIGHLAND ACRES FOR THE SOUTHEAST CORNER OF TRACT BEING DESCRIBED;

SOUTH 87 DEGREES 20 MINUTES 37 SECONDS WEST 6.01 FEET ALONG THE SOUTH LINE OF SAID LOT 1R1, BLOCK 3, HIGHLAND ACRES TO THE SOUTHWEST CORNER OF TRACT BEING DESCRIBED;

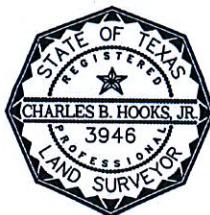
NORTH 00 DEGREES 00 MINUTES 50 SECONDS WEST 134.96 FEET;

NORTH 89 DEGREES 47 MINUTES 18 SECONDS WEST 46.85 TO THE POINT OF BEGINNING

LEGEND:

- IRON PIN
- IRON PIPE
- △ BOIS D'ARC STAKE
- CONCRETE MONUMENT
- X-X- FENCE
- //-- POWER LINE
- T-T- TELEPHONE LINE
- CATV- CABLE TELEVISION
- ▨ CONCRETE PAVING
- ▨ ASPHALT PAVING

BH



LOYD BRANSOM SURVEYORS INC.

CHARLES B. HOOKS, JR.
REGISTERED PROFESSIONAL LAND SURVEYOR
1028 NORTH SYLVANIA AVENUE
FT. WORTH, TEXAS 76111
(817) 834-3477

Charles B. Hooks Jr.

EXHIBIT B

Being that portion of that certain drainage and utility easement shown in Exhibit A, being more particularly described by metes and bounds as follows.

Scale 1" = 40'

EXHIBIT B

EASEMENT TO BE ABANDONED:

409 TIMBERLINE SOUTH

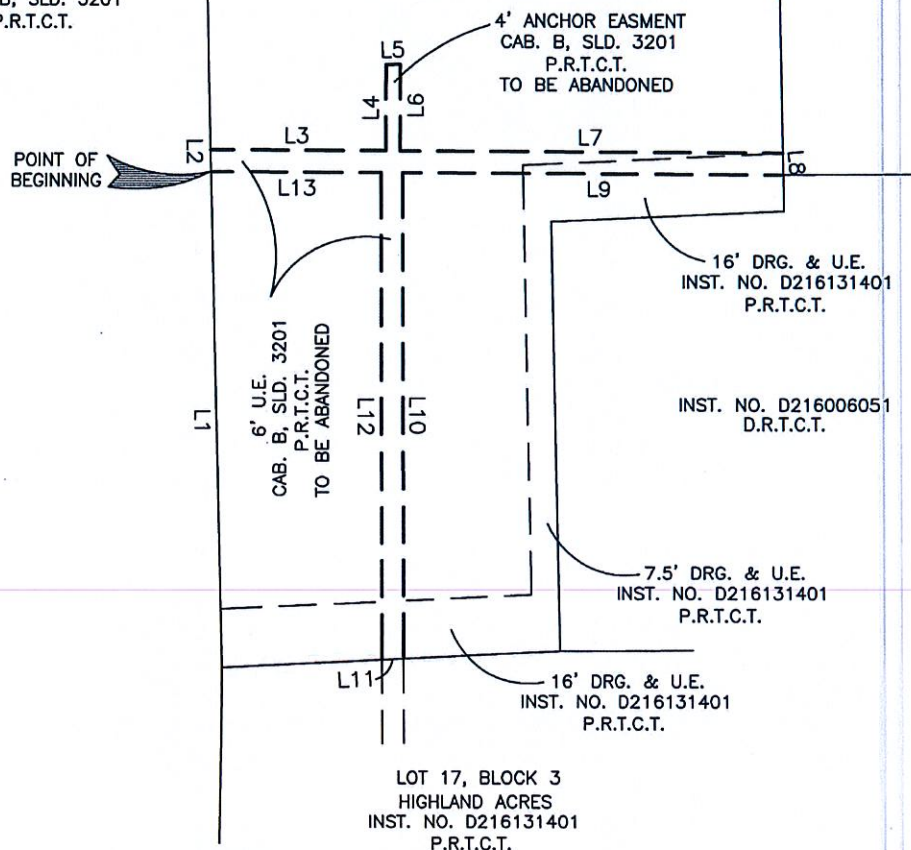
LOT 1R1 BLOCK 3

HIGHLAND ACRES
INST. NO. D216131401
P.R.T.C.T.

NUMBER	DIRECTION	DISTANCE
L1	N01°13'10"W	137.20
L2	N01°13'10"W	6.00
L3	S89°47'18"E	47.71
L4	N01°09'07"E	23.88
L5	N88°34'09"E	4.00
L6	S00°10'54"W	24.00
L7	S89°46'18"E	105.28
L8	S05°18'20"E	5.98
L9	N89°47'18"W	105.10
L10	S00°00'50"E	134.66
L11	S87°20'37"W	6.01
L12	N00°00'50"W	134.96
L13	N89°47'18"W	46.85

LOT A-1, BLOCK 3
HIGHLAND ACRES
CAB. A, SLD. 11409
P.R.T.C.T.

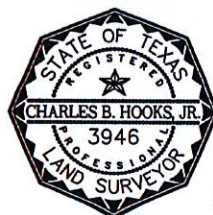
LOT 2R, BLOCK 3
HIGHLAND ACRES
CAB. B, SLD. 3201
P.R.T.C.T.



LEGEND:

- IRON PIN
- IRON PIPE
- △ BOIS D'ARC STAKE
- CONCRETE MONUMENT
- x-x- FENCE
- - - POWER LINE
- T-T- TELEPHONE LINE
- C-V- CABLE TELEVISION
- CONCRETE PAVING
- ASPHALT PAVING

BH



LOYD BRANSOM SURVEYORS INC.

CHARLES B. HOOKS, JR.
REGISTERED PROFESSIONAL LAND SURVEYOR
1028 NORTH SYLVANIA AVENUE
FT. WORTH, TEXAS 76111
(817) 834-3477

Charles B. Hooks, Jr.

EXHIBIT C

The undersigned public utility companies, using or entitled to use, under the terms and provisions of our respective franchise with the City of Colleyville, do hereby consent to the vacation and abandonment of the described portion of such drainage and utility easement requested in this Application Lot(s) 1R1, Block(s) 3 of the 160,000 ACRES Addition to the City of Colleyville, Tarrant County, Texas.

Street Address: 409 TIMBERLINE DR S.

TXU Electric Delivery

By: Jonathan Hutchinson
(Please Print)

Title: PMDS Utility Design Assoc.
(Please Print)

Signature: [Signature]

Southwestern Bell Telephone Company (AT&T)

By: Frank Huneycutt
(Please Print)

Title: Manager - Engineering (P.O.W.)
(Please Print)

Signature: [Signature]

Frontier Communication

Vonage Telephone Company

By: Sam Winkles
(Please Print)

Title: Supervisor Net. Eng.
(Please Print)

Signature: [Signature]

Tri-County Electric Cooperative, Inc.

Tri-County Electric Cooperative

By: Scott D. BaumBach
(Please Print)

Title: Manager
(Please Print)

Signature: [Signature]

Date: July 11, 2016

Comcast Cable, Inc.

By: Lisa N. Law
(Please Print)

Title: Sr. Design
(Please Print)

Signature: [Signature]

City of Colleyville

By: _____
(Please Print)

Title: _____
(Please Print)

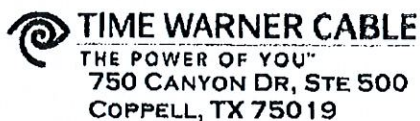
Signature: _____

Atmos Energy (Gas)

By: Tommy A. Clark
(Please Print)

Title: Operations Supervisor
(Please Print)

Signature: [Signature]



November 7, 2016

Greg Reid
Waterford Classic Homes Inc.
1408 Jacob Ave,
Keller, TX 76248

SUBJECT: Easement Abandonment - Highland Acres

We have reviewed your request for the above referenced Utility Easement, and Time Warner Cable (TWC) hereby grants the vacation of the specified area near 409 Timberline Dr in ~~Bandera, TX~~ ^{Coppell, TX} 

If applicable, please contact the Texas Excavation Safety System (Texas811) to have facilities marked & located within affected easements before any excavations are started.

For future reference, please send all utility coordination, abandonments, encroachments, plat signatures, or serviceability requests, or notices of relocation to west-engineering-relo@twcable.com. Please share this information with whoever needs these services.

Sincerely,

Lisa Law
Manager of Data Operations
Time Warner Cable
750 Canyon Drive
Coppell, TX 75019
1-972-537-5323

RESOLUTION R-17-4130

**A RESOLUTION AUTHORIZING THE ABANDONMENT OF A UTILITY
EASEMENT FOR THE PROPERTY LOCATED AT
409 TIMBERLINE DRIVE SOUTH, LOT 1R1, BLOCK 3, OF THE
HIGHLAND ACRES ADDITION**

WHEREAS, the property owner of 409 Timberline Drive South, Lot 1R1, Block 3, of the Highland Acres Addition is requesting the abandonment of an existing utility easement.

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

- Sec. 1. THAT the abandonment of the utility easement, being approximately six feet (6') in width, in the shape of a "T" as shown in yellow on the attached Exhibit "A", is hereby approved.
- Sec. 2. THAT the utility easement dedicated in May, 2016, as shown in green on the attached Exhibit "A" is hereby accepted.

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF _ AYES, _ NAYS AND _ ABSTENTIONS ON THIS THE 16TH DAY OF MAY 2017.

Mayor Richard Newton
Place 1, Tammy Nakamura
Place 2, Bobby Lindamood
Place 3, Kathy Wheat

_____	Place 4, George Dodson	_____
_____	Place 5, Nancy Coplen	_____
_____	Place 6, Mike Taylor	_____

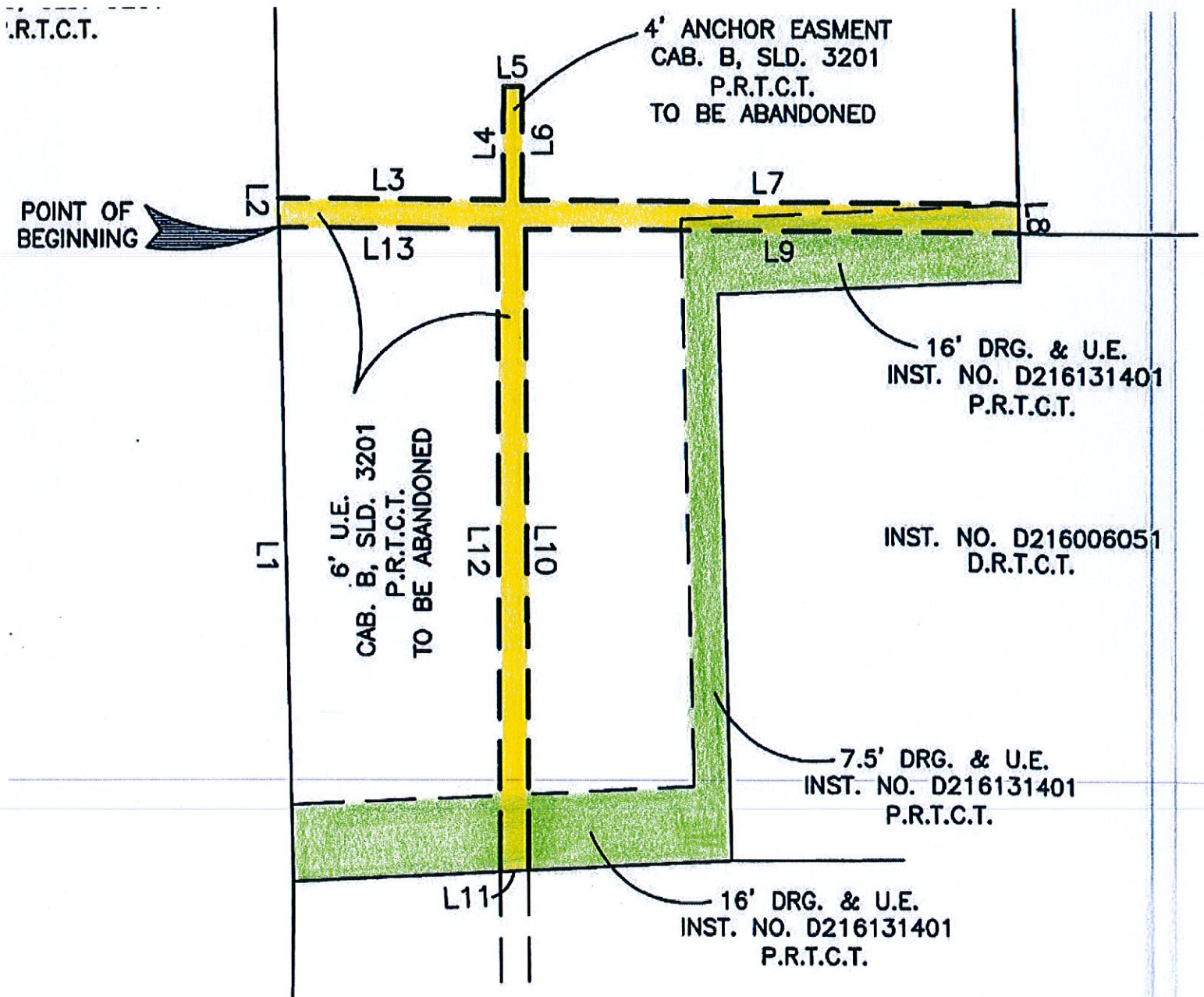
ATTEST:

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 9b

Agenda Date 05/16/2017

Number Resolution R-17-4131

Type Resolution

Department Public Works

Title

Appointment of a Contracting Party Representative and Alternate Contracting Party Representative to represent the City of Colleyville at the Trinity River Authority's Tarrant County Water Supply Project Customer City meetings

Strategic Plan

1.1 Actively involve and engage stakeholders

Explanation

Reading and Public Hearing

The City of Colleyville is a member of the Trinity River Authority's (TRA) Tarrant County Water Supply Project, which provides all of the City's treated water. Each city that contracts with the Tarrant County Water Project is invited to attend customer city meetings where the annual budget, bond refunding opportunities, and capital improvement projects are reviewed. At these meetings, the customer cities (Bedford, Colleyville, Euless, Grapevine, and North Richland Hills) are often asked to vote on the matters presented.

The Tarrant County Water Supply Project does not have bylaws. TRA's Central Regional Wastewater System Advisory Committee Bylaws contain a provision requiring that the member "City's governing body shall annually appoint one of the members of its governing body or one of its officers as a voting member of the Advisory Committee for the Authority's Central Regional Wastewater System" and that representative may serve until further notice by the Contracting Party. Additionally, it is stated that "the term of membership on the Advisory Committee shall be for twelve (12) months". There is also a provision in the bylaws specifying that an Alternate Representative be appointed to serve as the voting member of the contracting party, in the event its appointed representative is unable to attend an Advisory Committee meeting. If neither appointed representative is present at the Advisory Committee meeting, the City will not be able to vote on any of the meeting's business matters.

Per the attached letter dated April 14, 2017, from Fiona Allen, TRA Northern Region Manager, TRA is requesting that a Contracting Party Representative and Voting Member and an Alternate Contracting Party Representative be appointed by contracting cities of Tarrant County Water Supply Project on an annual basis. It is recommended that Shereen Gendy, Chief Financial Officer, be appointed as the City of

Colleyville's Contracting Party Representative and Voting Member and Jeremy Hutt, Public Works Director, be appointed as the Alternate Contracting Party Representative to the Tarrant County Water Supply Project for a 12 month period.

Financial Impact

There is no financial impact to the City.

Recommendation

Approve

Attachments

1. Letter dated April 14, 2017 from Fiona Allen - Trinity River Authority
2. Tarrant County Water Supply Project voting member form
3. Resolution R-17-4131

Trinity River Authority of Texas

Northern Region Office



DATE: April 14, 2017

FILE: 7002.102

TO: MEMBERS, Customer Cities
Tarrant County Water Supply Project

RE: Authorized Contracting Party Representative and
Authorized Alternate Representative

To create consistencies between the TRA's operating projects, we request that each Tarrant County Water Supply Project contracting party designate a representative and an alternate representative to attend and take any necessary action at customer city meetings.

Please complete the attached authorized representative and alternate representative form and have it executed by your authorized official.

Please return this form no later than May 31, 2017. You may send an electronic copy to Cheryl Abbott at abbottc@trinityra.org.

If you have any questions, please contact me at 817-493-5100 or allenf@trinityra.org.



FIONA M. ALLEN, P.E.
Regional Manager
Northern Region

/cea

Enclosure



TARRANT COUNTY WATER SUPPLY PROJECT
Designated Representative and Alternate Representative

CONTRACTING PARTY: _____

Please appoint below an authorized representative and alternate representative to represent your city in the Tarrant County Water Supply Project Customer City meetings. This appointment will be effective for a one year period.

CONTRACTING PARTY REPRESENTATIVE

ALTERNATE REPRESENTATIVE

Name

Name

Title

Title

Address

Address

Email

Email

Phone

Phone

Cell Phone

Cell Phone

MAYOR/CITY MANAGER

DATE

FORM MUST BE RECEIVED BY MAY 31, 2017. Please complete form and return to:

Cheryl Abbott
Trinity River Authority of Texas
Northern Region
P. O. Box 240
Arlington, TX 76004-0240

FORM MAY ALSO BE SENT ELECTRONICALLY TO abbottc@trinityra.org.

If you have questions, please contact Cheryl Abbott at 817-493-5100

RESOLUTION R-17-4131

**A RESOLUTION APPOINTING A CONTRACTING PARTY
REPRESENTATIVE AND AN ALTERNATE CONTRACTING PARTY
REPRESENTATIVE TO REPRESENT THE CITY OF COLLEYVILLE AT
THE TRINITY RIVER AUTHORITY'S (TRA) TARRANT COUNTY
WATER SUPPLY PROJECT CUSTOMER CITY MEETINGS**

WHEREAS, TRA's Central Regional Wastewater System Advisory Committee Bylaws contain a provision requiring that the member "City's governing body shall annually appoint one of the members of its governing body or one of its officers as a voting member of the Advisory Committee for the Authority's Central Regional Wastewater System" and that representative may serve until further notice by the Contracting Party.

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

Sec. 1. THAT the City Council hereby appoints Shereen Gendy, Chief Financial Officer, as the City of Colleyville's Contracting Party Representative and Voting Member and Jeremy Hutt, Public Works Director, as the Alternate Contracting Party Representative to the Tarrant County Water Supply Project for a 12 month period.

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF ____ AYES, ____ NAYS, AND ____ ABSTENTIONS
ON THIS THE 16TH DAY OF MAY 2017.

Mayor Richard Newton	_____	Place 4, George Dodson	_____
Place 1, Tammy Nakamura	_____	Place 5, Nancy Coplen	_____
Place 2, Bobby Lindamood	_____	Place 6, Mike Taylor	_____
Place 3, Kathy Wheat	_____		

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 9c

Agenda Date 05/16/2017

Number Resolution R-17-4132

Type Resolution

Department Public Works

Title

Appointment of a Contracting Party Representative and Alternate Contracting Party Representative to the Advisory Committee of the Trinity River Authority's Central Regional Wastewater System

Strategic Plan

1.1 Actively involve and engage stakeholders

Explanation

Reading and Public Hearing

The City of Colleyville is a member of the Trinity River Authority's (TRA) Central Regional Wastewater System, which treats all of the City's wastewater. Each city that contracts with the Central Regional Wastewater System is a member of the Advisory Committee, which reviews the annual budget, bond refunding opportunities, and capital improvement projects.

Per the attached letter dated April 14, 2017, from Fiona Allen, TRA Northern Region Manager, TRA; the Central Regional Wastewater System Advisory Committee Bylaws and the contract between TRA and its member cities requires the member "City's governing body shall annually appoint one of the members of its governing body or one of its officers as a voting member of the Advisory Committee for the Authority's Central Regional Wastewater System" and that representative may serve until further notice by the Contracting Party. Additionally, it is stated that "the term of membership on the Advisory Committee shall be for twelve (12) months". There is also a provision in the bylaws specifying that an Alternate Representative be appointed to serve as the voting member of the contracting party, in the event its appointed representative is unable to attend an Advisory Committee meeting. If neither appointed representative is present at the Advisory Committee meeting, the City will not be able to vote on any of the meeting's business matters.

It is recommended that Shereen Gendy, Chief Financial Officer, serve as the primary City of Colleyville Contracting Party Representative and Jeremy Hutt, Public Works Director, as the Alternate Contracting Party Representative.

Financial Impact

There is no financial impact to the City.

Recommendation

Approve

Attachments

1. Letter dated April 14, 2017 from Fiona Allen - Trinity River Authority
2. Central Regional Wastewater System voting member form
3. Resolution R-17-4132

Trinity River Authority of Texas

Northern Region Office



DATE: April 14, 2017

FILE: 3110.102

TO: MEMBERS, Advisory Committee
Central Regional Wastewater System

RE: Authorized Contracting Party Representative and
Authorized Alternate Representative

The Contract between the Trinity River Authority and each Contracting Party states that "the City's governing body shall annually appoint one of the members of its governing body or one of its officers as a voting member of the Advisory Committee for the Authority's Central Wastewater Treatment System." The contract further states "the term of membership on the Advisory Committee shall be for twelve (12) months" and also "A member may serve more than one (1) term if so appointed by the governing body represented."

The Central Regional Wastewater System Bylaws specify that an alternate representative be appointed to serve as the voting member of the contracting party in the event its appointed representative is unable to attend an Advisory Committee.

To be in compliance with the contracting parties' contracts and Central Regional Wastewater System Bylaws, please complete the attached form and have it executed by your authorized official. A letter from your city will also be acceptable.

It is requested that this form be returned to us by May 31, 2017. You may also send an electronic copy to Cheryl Abbott at abbottc@trinityra.org.

If you have any questions about this, please contact me at 817-493-5100 or allenf@trinityra.org.

Fiona M Allen

FIONA M. ALLEN, P.E.
Regional Manager
Northern Region

/cea



**CENTRAL REGIONAL WASTEWATER SYSTEM
ADVISORY COMMITTEE**

CONTRACTING PARTY: _____

In accordance with Section 6.11 ADVISORY COMMITTEE of the Contracting Party Contracts and the Bylaws of the Central Regional Wastewater System, the following individual has been appointed as the Contracting Party Representative and Voting Member for a twelve month period. In addition, an Alternate Contracting Party Representative is also named.

CONTRACTING PARTY REPRESENTATIVE

ALTERNATE REPRESENTATIVE

Name

Name

Title

Title

Address

Address

Email

Email

Phone

Phone

Cell Phone

Cell Phone

MAYOR/CITY MANAGER

DATE

FORM MUST BE RECEIVED BY MAY 31, 2017. Please complete form and return to:

Cheryl Abbott
Trinity River Authority of Texas
Northern Region
P. O. Box 240
Arlington, TX 76004-0240

FORM MAY ALSO BE SENT ELECTRONICALLY TO abbottc@trinityra.org.
If you have questions, please contact Cheryl Abbott at 817-493-5100

RESOLUTION R-17-4132

**A RESOLUTION APPOINTING A CONTRACTING PARTY
REPRESENTATIVE AND AN ALTERNATE CONTRACTING PARTY
REPRESENTATIVE TO THE ADVISORY COMMITTEE OF THE TRINITY
RIVER AUTHORITY'S CENTRAL REGIONAL WASTEWATER SYSTEM**

WHEREAS, the Central Regional Wastewater System Advisory Committee Bylaws and the contract between TRA and its member cities requires the member "City's governing body shall annually appoint one of the members of its governing body or one of its officers as a voting member of the Advisory Committee for the Authority's Central Regional Wastewater System" and that representative may serve until further notice by the Contracting Party.

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

Sec. 1. THAT the City Council hereby appoints Shereen Gendy, Chief Financial Officer, to serve as the primary City of Colleyville Contracting Party Representative and Jeremy Hutt, Public Works Director, as the Alternate Contracting Party Representative.

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF ____ AYES, ____ NAYS, AND ____ ABSTENTIONS
ON THIS THE 16TH DAY OF MAY 2017.

Mayor Richard Newton	_____	Place 4, George Dodson	_____
Place 1, Tammy Nakamura	_____	Place 5, Nancy Coplen	_____
Place 2, Bobby Lindamood	_____	Place 6, Mike Taylor	_____
Place 3, Kathy Wheat	_____		

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 9d

Agenda Date 05/16/2017

Number Resolution R-17-4133

Type Resolution

Department City Manager

Title

A resolution establishing a Colleyville Sidewalks Ad Hoc Committee

Strategic Plan

1.1 Actively involve and engage stakeholders

3.4 Thoroughly plan for future capital investments and associated costs

Explanation

Reading and Public Hearing

At the April 18, 2017 City Council Worksession, staff provided an overview of the City's current sidewalk policy. The City Council expressed a desire to include citizens in the process of revising the policy to make it more equitable and effective at increasing walkability.

Approval of the attached proposed Resolution R-17-4133 would establish a Colleyville Sidewalks Ad Hoc Committee comprised of twelve (12) members. If approved, applications for appointment will be accepted May 17 through June 30, 2017.

Responsibilities of the Committee may include the following:

1. Review of current Colleyville sidewalk policy and a benchmark of comparator cities.
2. Development and recommendation of a sidewalk policy.
3. Identification of locations for connection and/or sidewalks to be constructed, while ensuring compatibility with the "Trails Plan."
4. Development of a prioritization method and application to identified sidewalk connections.
5. Review of available funding and potential options for funding future sidewalks.

Financial Impact

There is no financial impact to the City.

Recommendation

Approve

Attachments

1. Resolution R-17-4133

RESOLUTION R-17-4133

A RESOLUTION ESTABLISHING A COLLEYVILLE SIDEWALKS AD HOC COMMITTEE

WHEREAS, the City Council recognizes the importance of sidewalks in creating a more walkable and mobile community; and

WHEREAS, the City Council is committed to the best interests of the health, safety, and welfare of the citizens of Colleyville; and

WHEREAS, the City Council desires to involve the citizens of Colleyville in establishing equitable policies and priorities for the development of a system of sidewalks in the community; and

WHEREAS, the City Council desires to establish the Colleyville Sidewalk Ad Hoc Committee.

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

Sec. 1. THAT a 12 member Colleyville Sidewalks Ad Hoc Committee is hereby established and the city secretary is directed to advertise and accept Applications for Appointment May 17 through June 30, 2017.

Sec. 2. THAT the Colleyville Sidewalks Ad Hoc Committee responsibilities may include:

- a. Review of current Colleyville sidewalk policy and a benchmark of comparator cities.
- b. Development and recommendation of a sidewalk policy.
- c. Identification of locations for connection and/or sidewalks to be constructed, while ensuring compatibility with the "Trails Plan."
- d. Development of a prioritization method and application to identified sidewalk connections.
- e. Review of available funding and potential options for funding future sidewalks.

Sec. 3. THAT upon issuance of final recommendations to the City Council, the work of the Committee will be completed, and the terms of the Committee members will be concluded.

Sec. 4. THAT this resolution shall take effect immediately upon passage.

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF ____ AYES, ____ NAYS, AND ____ ABSTENTIONS ON THIS THE 16TH DAY OF MAY 2017.

Mayor Richard Newton	_____	Place 4, George Dodson	_____
Place 1, Tammy Nakamura	_____	Place 5, Nancy Coplen	_____
Place 2, Bobby Lindamood	_____	Place 6, Mike Taylor	_____
Place 3, Kathy Wheat	_____		

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 10a

Agenda Date 05/16/2017

Number 10

Type Report

Department Finance

Title

Monthly Financial Report - April 2017

Explanation

General Fund

Ad Valorem Taxes

Taxes of \$13,266,518 were collected, including penalty and interest, versus \$12,757,022 in April, 2016 (4% increase).

Collection rate: 98%;

Percent Budget Collected: 99.4%

Franchise Revenue

Franchise fee revenue is currently behind last year collections by 4.2% overall. With all revenue collected from electric utility sources, their contribution is below budget by \$14,467, although 98.6% of this year's budget has been collected.

Annual collections from Atmos Gas were 95.6% of budget.

Verizon/Others continues to outpace last year by almost 43% (\$11,687).

Cable TV continues to lag, down 9% compared to the prior year.

Refuse/Recycling is down 1.3% from the prior year.

Sales & Beverage Taxes

Total Sales Taxes, including Mixed Beverage Tax, increased 6.2% (\$91,645) compared to Oct - April of the prior year.

Year to Date sales tax revenues through April increased 6.0% (\$84,890) over the same period last year.

YTD the quarterly mixed beverage tax allocations exceed the amount received for the same period last fiscal year by 8.5% (\$6,755).

Licenses & Permits

Overall revenue is 25.7% lower or \$202,958. Revenue from permits this year is lower

due to abnormally high building activity last year. Permits are trending similarly to years prior, except fire. Collections are on target this year even with a budget increase compared to the year before of \$20,000.

63.1% of the Revenue for the year has been collected after 6 months with an increase in the annual budget from the prior year.

Residential permits were 20 less than through last April, and commercial permits were 4 less.

Fines

Court and library fines, and alarm fee revenue was (\$507,840) and is about the same revenue level as last year. Revenue collected (58%) matches the percentage of year completed (58%).

Charges for Services

Overall category is now increased over last year by 10.4% or \$54,674 after trailing each month until April. Category collections are 64.1% versus 58.3% of the year completed.

- Ambulance revenues continue lower by 21.2% (\$46,363).
- Recreation programs are higher by 22.9% (\$20,383).
- Non-resident fee and field use, higher by 2.3% (\$1,515).
- Engineering, Inspection, Testing, higher by \$61,719.
- Colleyville Center Rental, higher by 9.9% or \$11,792.

Expenditures

The average amount expended by the General Fund departments at the end of April is 59.8% of the total appropriations, including transfer of funds to the CIP. Excluding transfer of funds to CIP, the expenditures would be 55.1%.

UTILITY FUND

YTD Water Revenue:	\$80,880 more than in 2016 (1.6%)
YTD Water Usage:	15.5 million gallons more than in 2016
April Water Usage:	18.4 million gallons more than in 2016
YTD Sewer Revenue:	\$88,982 more than in 2016 (4.2%)
Overall Utility Revenue:	\$157,280 more than in 2016 (2.1%)
Overall Revenue Collected:	48.6% of budget collected
Rainfall:	16.99 inches (Oct -Apr 2017)
	34.02 inches (Oct -Apr 2016)

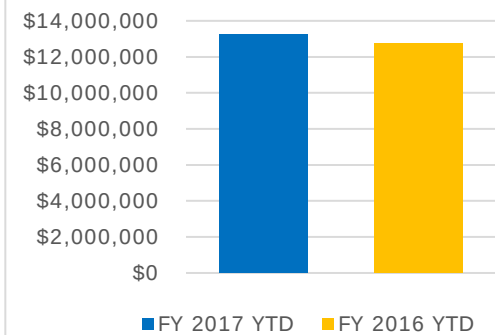
The average amount expended by the Utility Fund departments' operating budget at the end of April was 44.3% of the total appropriations with 58.3% of the year completed. This excluded the transfer amount to establish the Utility CIP Fund 039.

Monthly Financial Report: April 2017

General Fund Revenues

Ad Valorem Taxes

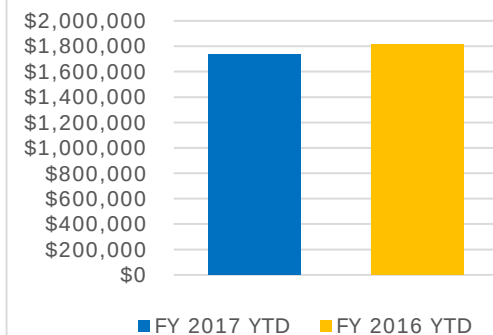
FY 2017 Budget: \$13,343,370



% Change FY/FY: 3.99%
 - Based on 2016 property values
 - Most collections in Dec., Jan., & Feb.

Franchise Fees

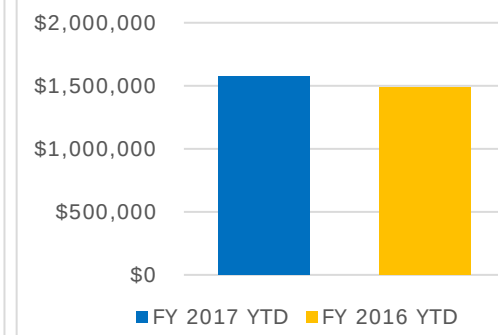
FY 2017 Budget: \$2,115,000



% Change FY/FY: -4.19%
 - Use of City ROW by utilities
 - Gas, Electricity, Telecom., Cable, Waste

Sales Taxes

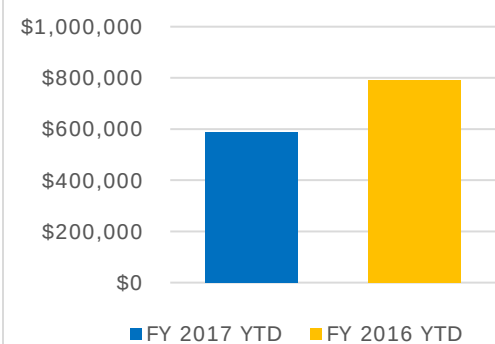
FY 2017 Budget: \$3,665,000



% Change FY/FY: 6.16%
 - Receipts are from sales 2 months prior
 - Also includes mixed beverage tax

Licenses & Permits

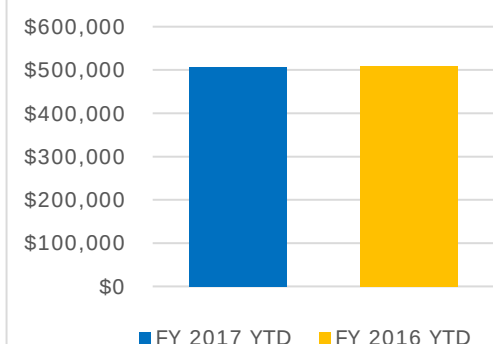
FY 2017 Budget: \$931,500



% Change FY/FY: -25.67%
 - Building, plumbing, mechanical, fence, electrical, sign, etc. permit fees

Fines

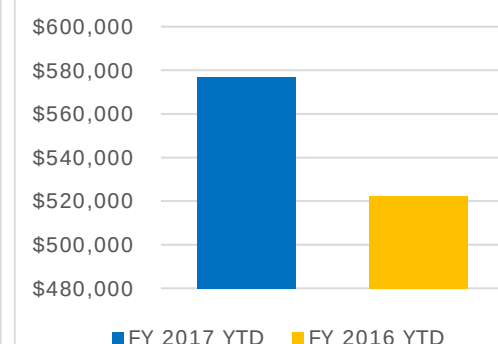
FY 2017 Budget: \$874,420



% Change FY/FY: -0.33%
 - Includes fines from citations, alarm fees, and library fines

Charges for Service

FY 2017 Budget: \$900,300

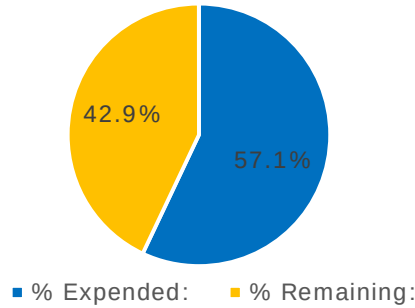


% Change FY/FY: 10.47%
 - Includes zoning, ambulance, parks/rec., engineering, & Colleyville Center charges

Monthly Financial Report: April 2017
General Fund Expenditures

Public Safety

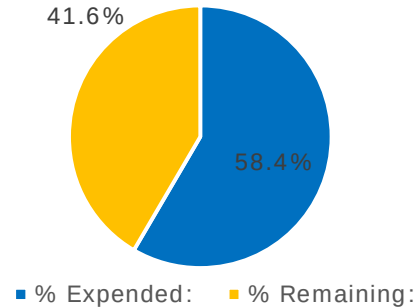
FY 2017 Budget: \$9,669,103
% Expended: 57.1 %
 % Remaining: 42.9%



Police, Fire, Courts

Public Works

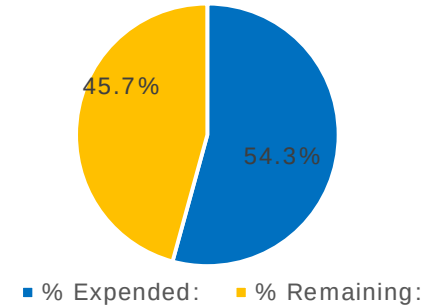
FY 2017 Budget: \$3,225,948
% Expended: 58.4 %
 % Remaining: 41.6%



**Engineering, Streets, Facilities
Fleet, Capital Equipment**

Development

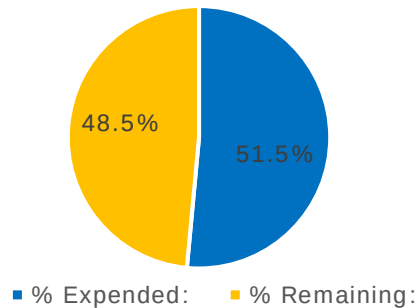
FY 2017 Budget: \$1,026,458
% Expended: 54.3 %
 % Remaining: 45.7%



**Building Inspection
Economic Development**

Operational Support

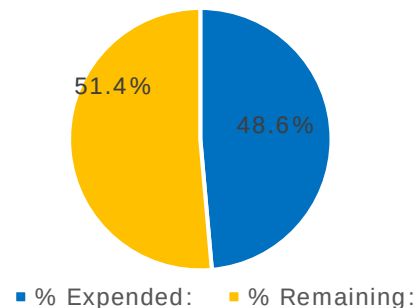
FY 2017 Budget: \$3,290,676
% Expended: 51.5 %
 % Remaining: 48.5%



**Communications, HR, Council
Finance, Legal, City Secretary
NonDept- Insurance, Gas, Elect, Tower**

Community Assets & Programs

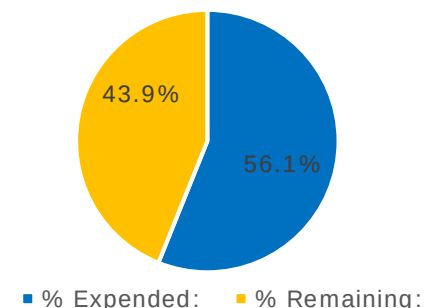
FY 2017 Budget: \$2,783,978
% Expended: 48.6 %
 % Remaining: 51.4%



**Parks, Recreation, Library
Colleyville Center**

Technology

FY 2017 Budget: \$908,598
% Expended: 56.1 %
 % Remaining: 43.9%

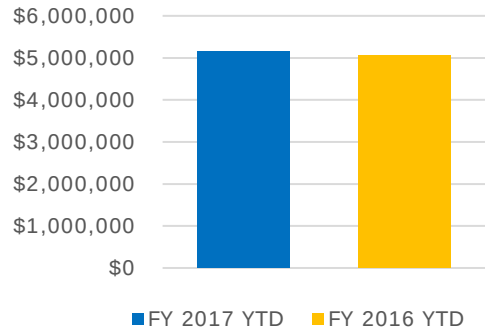


Information Technology

Monthly Financial Report: April 2017

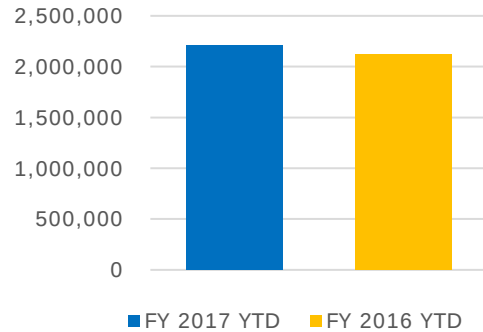
Utility Fund

Water Sales



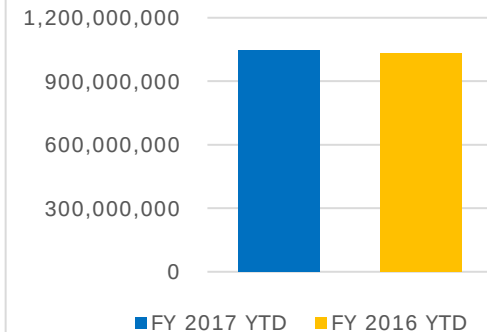
% Change FY/FY: 1.60%

Wastewater Sales



% Change FY/FY: 4.19%

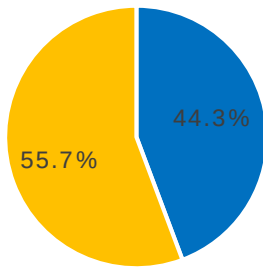
Gallons of Water Sold



% Change FY/FY: 1.51%

Utility Fund Expenditures

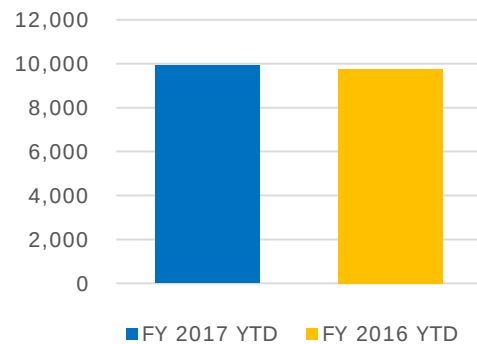
FY 2017 Budget: \$15,511,920
 % Expended: 44.3%
 % Remaining: 55.7%



■ % Expended: ■ % Remaining:

Number of Water Customers

FY 2017 YTD: 9,923
 FY 2016 YTD: 9,770



% Change FY/FY: 1.57%

Notes

Rainfall totals (in inches):
 Oct 16-Apr 17 16.99
 Oct 15-Apr 16 34.02

MONTHLY FINANCIAL REPORT - APRIL 2017

GENERAL FUND		RECEIVED			RECEIVED	
	FY 2017	FY 2017 YTD	PERCENT	PERCENT OF	FY 2016 YTD	PERCENT
REVENUE SOURCE	BUDGET	AS OF	OF BUDGET	FISCAL YEAR	AS OF	CHANGE OVER
		4/30/2017	RECEIVED	COMPLETE	4/30/2016	PRIOR YEAR
Current Taxes	\$13,258,370	\$13,230,107	99.79%	58.33%	\$12,706,168	4.12%
Delinquent Taxes	30,000	4,734	15.78%	58.33%	20,010	-76.34%
Penalty & Interest	55,000	31,677	57.59%	58.33%	30,844	2.70%
TOTAL AD VALOREM TAXES	\$13,343,370	\$13,266,518	99.42%	58.33%	\$12,757,022	3.99%
Oncor Electric	\$900,000	\$889,222	98.80%	58.33%	\$903,933	-1.63%
Tri-County Electric	105,000	101,311	96.49%	58.33%	112,116	-9.64%
Atmos Gas	350,000	334,570	95.59%	58.33%	368,202	-9.13%
AT&T	70,000	31,454	44.93%	58.33%	34,020	-7.54%
Verizon/Others	60,000	38,630	64.38%	58.33%	26,943	43.38%
Refuse/Recycling	155,000	96,875	62.50%	58.33%	98,162	-1.31%
Cable TV	475,000	243,291	51.22%	58.33%	267,882	-9.18%
TOTAL FRANCHISE TAXES	\$2,115,000	\$1,735,352	82.05%	58.33%	\$1,811,258	-4.19%
Sales Tax	\$3,575,000	\$1,492,624	41.75%	58.33%	\$1,407,734	6.03%
Mixed Beverage Tax	90,000	85,887	95.43%	58.33%	79,132	8.54%
TOTAL SALES TAXES	\$3,665,000	\$1,578,511	43.07%	58.33%	\$1,486,866	6.16%
Building	\$600,000	\$363,923	60.65%	58.33%	\$483,927	-24.80%
Plumbing	55,000	34,070	61.95%	58.33%	48,153	-29.25%
Mechanical	35,000	24,654	70.44%	58.33%	37,038	-33.44%
Electrical	45,000	32,624	72.50%	58.33%	46,102	-29.24%
City License	35,000	34,000	97.14%	58.33%	38,450	-11.57%
Building Plan Review Fee	110,000	54,775	49.80%	58.33%	85,708	-36.09%
New Business	3,500	4,510	128.86%	58.33%	4,011	12.44%
Sign Permit	7,000	5,610	80.14%	58.33%	6,915	-18.87%
Fence Permit	10,000	11,300	113.00%	58.33%	11,525	-1.95%
Fire Permits	16,000	6,850	42.81%	58.33%	14,060	-51.28%
Irrigation Permit	15,000	15,314	102.09%	58.33%	14,699	4.18%
TOTAL LICENSES & PERMITS	\$931,500	\$587,629	63.08%	58.33%	\$790,587	-25.67%
Fines	\$800,000	\$468,039	58.50%	58.33%	\$468,433	-0.08%
Alarm Fees	53,000	29,247	55.18%	58.33%	28,620	2.19%
Library Fines	21,420	10,554	49.27%	58.33%	12,456	-15.27%
TOTAL FINES	\$874,420	\$507,840	58.08%	58.33%	\$509,510	-0.33%

MONTHLY FINANCIAL REPORT - APRIL 2017

REVENUE SOURCE	FY 2017 BUDGET	RECEIVED AS OF 4/30/2017	PERCENT OF BUDGET RECEIVED	PERCENT OF FISCAL YEAR COMPLETE	RECEIVED AS OF 4/30/2016	PERCENT CHANGE OVER PRIOR YEAR
Re-zoning	\$10,000	\$4,695	46.95%	58.33%	\$4,200	11.77%
Plat Fee/Site Plan	8,200	5,265	64.21%	58.33%	5,368	-1.91%
Board of Adjustment	2,000	1,825	91.25%	58.33%	1,475	23.73%
Sale of Material	100	21	21.00%	58.33%	409	-94.86%
Weed Mowing	6,500	13,538	208.28%	58.33%	5,264	157.17%
Ambulance	320,000	172,218	53.82%	58.33%	218,581	-21.21%
Recreation Program	165,000	109,355	66.28%	58.33%	88,972	22.91%
Non-Resident Fee Parks	39,000	44,240	113.44%	58.33%	43,800	1.00%
Field Use Charge	21,500	22,585	105.05%	58.33%	21,510	5.00%
Engineering & Inspection	62,500	48,802	78.08%	58.33%	0	100.00%
Material Testing	12,500	12,917	103.34%	58.33%	0	100.00%
Colleyville Center Rental	240,000	130,808	54.50%	58.33%	119,016	9.91%
Lot Drainage Insp Fee	13,000	10,625	81.73%	58.33%	13,625	-22.02%
TOTAL CHARGES FOR SERVICE	\$900,300	\$576,894	64.08%	58.33%	\$522,220	10.47%
SRO Officer Reimb	\$98,996	\$0	0.00%	58.33%	\$0	0.00%
Keller Court	227,697	59,867	26.29%	58.33%	123,845	-51.66%
TOTAL INTERGOVERNMENTAL	\$326,693	\$59,867	18.33%	58.33%	\$123,845	-51.66%
Sale of Surplus Property	\$5,000	\$0	0.00%	58.33%	\$23,339	-100.00%
Interest Income	25,000	32,029	128.12%	58.33%	15,147	100.00%
Miscellaneous	55,000	70,107	127.47%	58.33%	60,409	16.05%
Use of Available Cash	1,000,000	0	0.00%	58.33%	0	0.00%
Antenna Lease	90,000	54,450	60.50%	58.33%	49,396	10.23%
TOTAL MISCELLANEOUS	\$1,175,000	\$156,585	13.33%	58.33%	\$148,290	5.59%
TOTAL GENERAL FUND REVENUES	\$23,331,283	\$18,469,197	79.16%	58.33%	\$18,149,597	1.76%

MONTHLY FINANCIAL REPORT - APRIL 2017

	FY 2017 BUDGET	THROUGH 4/30/2017	THROUGH 4/30/2016	TOTAL INCREASE (DECREASE)	PERCENT INCREASE (DECREASE)
% OF CURRENT TAX ROLL COLLECTED	99.0%	97.52%	97.96%	-0.44%	-0.45%
RESIDENTIAL BLDG PERMITS	160	84	104	(20)	-19.23%
COMMERCIAL BLDG PERMITS	8	1	5	(4)	-80.00%
CITATIONS ISSUED	11,000	4,506	4,679	(173)	-3.70%

GENERAL FUND EXPENSES

	FY 2017 BUDGET	EXPENDED THROUGH 4/30/2017	PERCENT OF BUDGET EXPENDED	PERCENT OF FISCAL YEAR COMPLETE	BUDGET REMAINING
City Council	\$174,289	\$135,875	77.96%	58.33%	\$38,414
City Manager	624,048	322,948	51.75%	58.33%	301,101
City Secretary	224,481	126,491	56.35%	58.33%	97,990
Finance	529,806	282,594	53.34%	58.33%	247,212
Legal	200,000	78,730	39.36%	58.33%	121,270
Engineering	458,973	201,002	43.79%	58.33%	257,971
Economic Development	199,828	103,950	52.02%	58.33%	95,878
Building Inspection	407,041	238,560	58.61%	58.33%	168,481
Community Development	419,589	214,557	51.14%	58.33%	205,032
Fire	4,546,827	2,651,428	58.31%	58.33%	1,895,399
Police	4,702,861	2,652,648	56.40%	58.33%	2,050,213
Parks	1,286,061	588,205	45.74%	58.33%	697,856
Recreation	387,316	180,516	46.61%	58.33%	206,800
Street Maintenance	4,025,593	3,280,816	81.50%	58.33%	744,777
Library	724,703	366,861	50.62%	58.33%	357,842
Communications	59,281	22,388	37.77%	58.33%	36,893
Colleyville Center	385,898	217,253	56.30%	58.33%	168,645
Human Resources	320,339	169,971	53.06%	58.33%	150,368
Municipal Court	419,415	212,214	50.60%	58.33%	207,201
Fleet Services	237,505	126,972	53.46%	58.33%	110,533
Facility Services	526,877	299,028	56.75%	58.33%	227,849
Information Services	908,598	509,605	56.09%	58.33%	398,993
Non Departmental	953,559	555,018	58.20%	58.33%	398,541
Capital Equipment Reserve	402,000	402,000	100.00%	58.33%	0
Compensation Adjustment	204,873	0	0.00%	58.33%	204,873
TOTAL EXPENSES	\$23,329,761	\$13,939,632	59.75%	58.33%	\$9,390,129

MONTHLY FINANCIAL REPORT - APRIL 2017

UTILITY FUND

REVENUE SOURCE	FY 2017 BUDGET	RECEIVED AS OF 4/30/2017	PERCENT OF BUDGET RECEIVED	PERCENT OF FISCAL YEAR COMPLETE	RECEIVED AS OF 4/30/2016	PERCENT CHANGE OVER PRIOR YEAR
Water Sales	\$10,869,131	\$5,142,903	47.32%	58.33%	\$5,062,023	1.60%
Sewer Sales	3,650,000	2,211,911	60.60%	58.33%	2,122,929	4.19%
Sewer Installation	15,000	8,400	56.00%	58.33%	10,500	-20.00%
Water Installation	42,000	21,960	52.29%	58.33%	31,450	-30.17%
Engineering Charges	5,000	15,785	315.70%	58.33%	0	0.00%
Penalties	237,000	128,663	54.29%	58.33%	165,657	-22.33%
Sale of Material	0	3,137	100.00%	58.33%	1,265	148.02%
Miscellaneous	13,000	18,409	141.61%	58.33%	15,504	18.74%
TOTAL OPERATING INCOME	\$14,831,131	\$7,551,167	50.91%	58.33%	\$7,409,328	1.91%
Interest Income	\$25,000	\$26,291	105.16%	58.33%	\$10,850	100.00%
Use of Available Cash	750,000	0	0.00%	58.33%	0	0.00%
TOTAL NON-OPERATING INCOME	\$775,000	\$26,291	3.39%	58.33%	\$10,850	100.00%
TOTAL INCOME	\$15,606,131	\$7,577,458	48.55%	58.33%	\$7,420,178	2.12%

	THROUGH 4/30/2017	THROUGH 4/30/2016	TOTAL INCREASE (DECREASE)	PERCENT INCREASE (DECREASE)
GALLONS OF WATER SOLD	1,046,507,600	1,030,986,900	15,520,700	1.51%
NUMBER OF WATER CUSTOMERS	9,923	9,770	153	1.57%

UTILITY FUND EXPENSES

	FY 2017 BUDGET	EXPENDED THROUGH 4/30/2017	PERCENT OF BUDGET EXPENDED	PERCENT OF FISCAL YEAR COMPLETE	BUDGET REMAINING
Billing	\$426,102	\$216,794	50.88%	58.33%	\$209,308
Operations	13,095,348	5,537,222	42.28%	58.33%	7,558,126
Utility Support	1,237,273	573,186	46.33%	58.33%	664,087
Non-Departmental	320,803	6,843,302	2133.18%	58.33%	(6,522,499)
Debt Service	359,900	356,088	98.94%	58.33%	3,813
Compensation Adjustment	28,208	0	0.00%	58.33%	28,208
Transfers	44,286	125,386	283.13%	58.33%	(81,100)
TOTAL EXPENSES	\$15,511,920	\$13,651,977	88.01%	58.33%	\$1,859,943

Note: Non-Departmental includes transfers of \$6,781,469.93 for Fund 039 (Utility Capital).

Operating expenditures were \$6,870,507.01 excluding transfers, with 44.29% expended to date.

Budgeted transfers of \$44,286 for an internal loan for vector truck, and \$81,100 for capital projects.

Monthly Financial Report

City Council Meeting
May 16, 2017

Purpose & Background



- Charter requirement, per Section 9.06 (B)

“The City Manager shall submit to the City Council at its second formal meeting each month the financial condition of the City by budget items, budget estimates versus accruals for the preceding month and for the fiscal year to date. Such records are to be made public by the City Council during open meeting.”
- The purpose of this presentation is to:
 - Review the Monthly Financial Report included in the agenda packet,
 - Provide comments and explanation on the different components, and
 - Highlight items of significance.

Measurement Basis



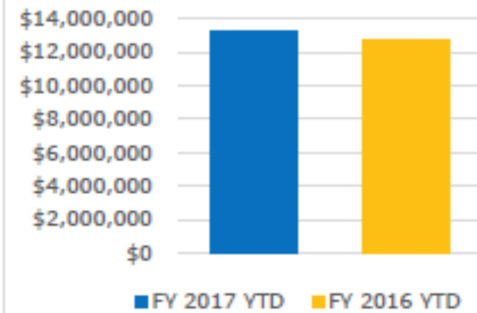
- Budget (expenditure) amounts are what is authorized by the City Council
- The Monthly Financial Report compares actual activity vs. budget
 - Reflective of cash transactions
 - Are revenues coming in as expected, to be able to fund the amount of expenditures in the adopted budget?
 - Are expenditures trending as expected?
- The Monthly Financial Report provides the most helpful information to understand the City's financial position, similar to an income statement in the private sector.
- In governmental accounting, there is less focus on the balance sheet, which is prepared annually to record changes in position based on the activity that year and also reflects increases/decreases due to things like developer contributions or depreciation (that are not cash transactions like those revenues and expenditures shown from a budgetary basis).

General Fund Revenues for April



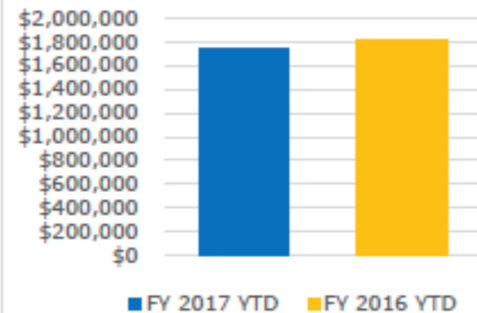
Monthly Financial Report: April 2017 General Fund Revenues

Ad Valorem Taxes
FY 2017 Budget: \$13,343,370



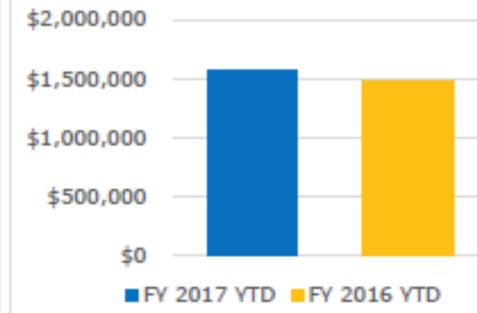
% Change FY/FY: 3.99%
- Based on 2016 property values
- Most collections in Dec., Jan., & Feb.

Franchise Fees
FY 2017 Budget: \$2,115,000



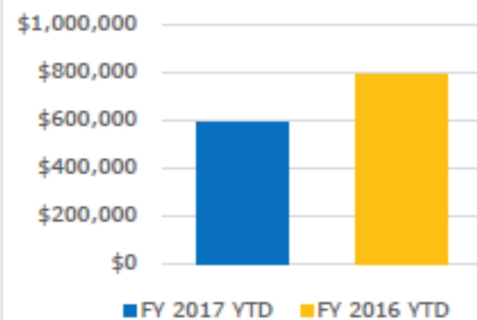
% Change FY/FY: -4.19%
- Use of City ROW by utilities
- Gas, Electricity, Telecom., Cable, Waste

Sales Taxes
FY 2017 Budget: \$3,665,000



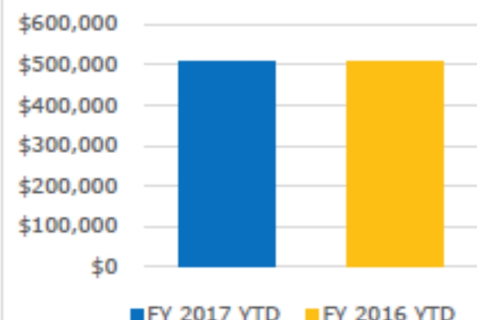
% Change FY/FY: 6.16%
- Receipts are from sales 2 months prior
- Also includes mixed beverage tax

Licenses & Permits
FY 2017 Budget: \$931,500



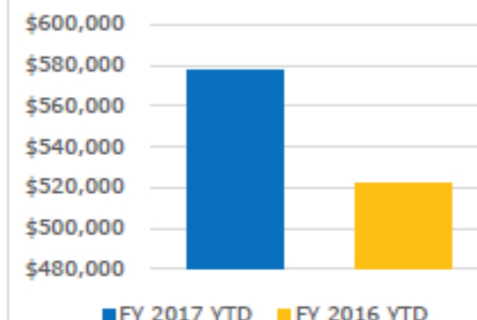
% Change FY/FY: -25.67%
- Building, plumbing, mechanical, fence, electrical, sign, etc. permit fees

Fines
FY 2017 Budget: \$874,420



% Change FY/FY: -0.33%
- Includes fines from citations, alarm fees, and library fines

Charges for Service
FY 2017 Budget: \$900,300



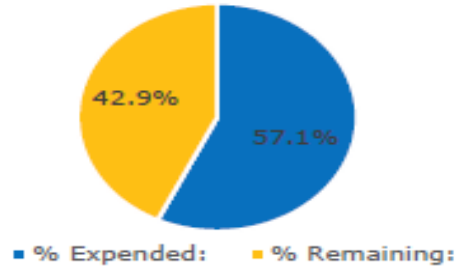
% Change FY/FY: 10.47%
- Includes zoning, ambulance, parks/rec., engineering, & Colleyville Center charges

General Fund Expenditures for April



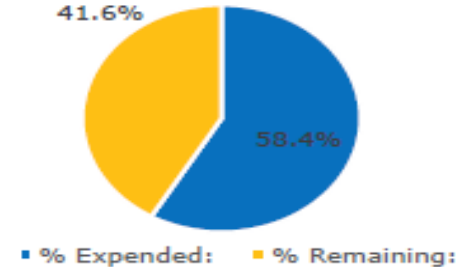
Monthly Financial Report: April 2017 General Fund Expenditures

Public Safety
FY 2017 Budget: \$9,669,103
% Expended: 57.1%
% Remaining: 42.9%



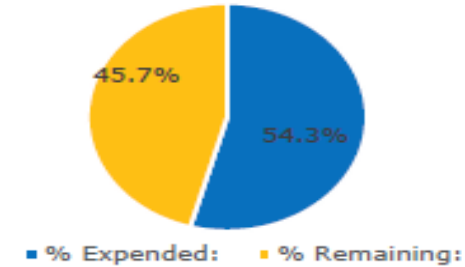
Police, Fire, Courts

Public Works
FY 2017 Budget: \$3,225,948
% Expended: 58.4%
% Remaining: 41.6%



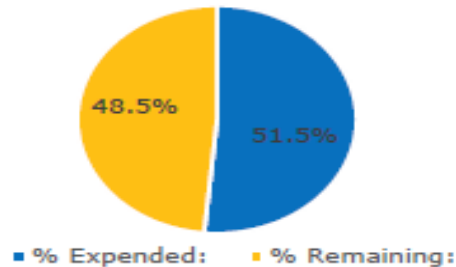
Engineering, Streets, Facilities
Fleet, Capital Equipment

Development
FY 2017 Budget: \$1,026,458
% Expended: 54.3%
% Remaining: 45.7%



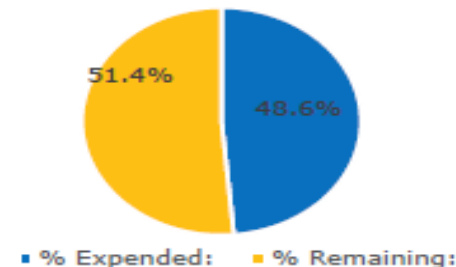
Building Inspection
Economic Development

Operational Support
FY 2017 Budget: \$3,290,676
% Expended: 51.5%
% Remaining: 48.5%



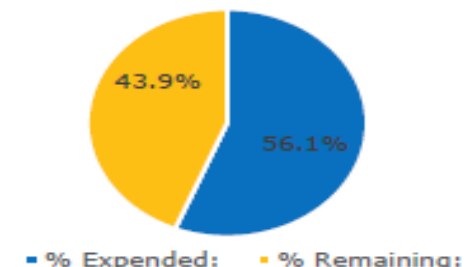
Communications, HR, Council
Finance, Legal, City Secretary
NonDept-Insurance, Gas, Elect, Tower

Community Assets & Programs
FY 2017 Budget: \$2,783,978
% Expended: 48.6%
% Remaining: 51.4%



Parks, Recreation, Library
Colleyville Center

Technology
FY 2017 Budget: \$908,598
% Expended: 56.1%
% Remaining: 43.9%



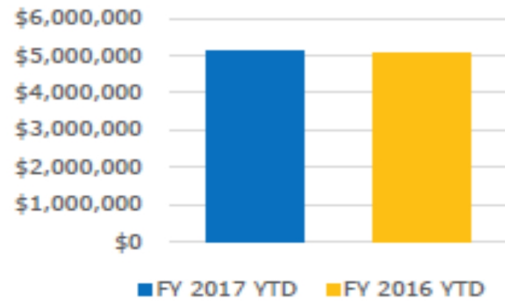
Information Technology

Utility Fund Review



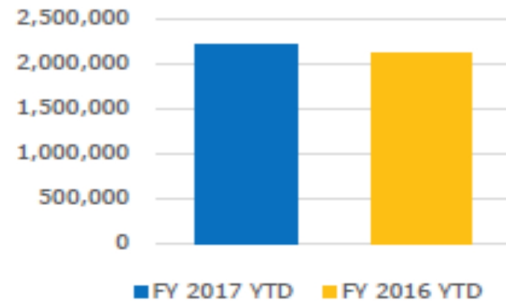
Monthly Financial Report: April 2017 Utility Fund

Water Sales



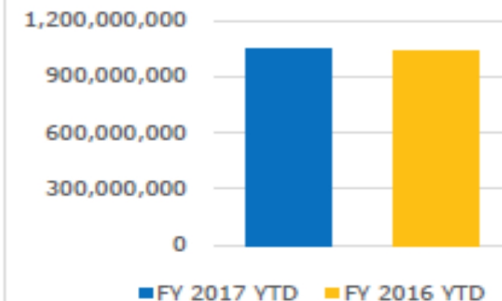
% Change FY/FY: 1.60%

Wastewater Sales



% Change FY/FY: 4.19%

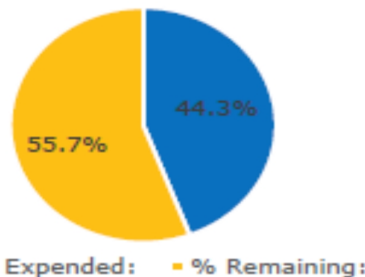
Gallons of Water Sold



% Change FY/FY: 1.51%

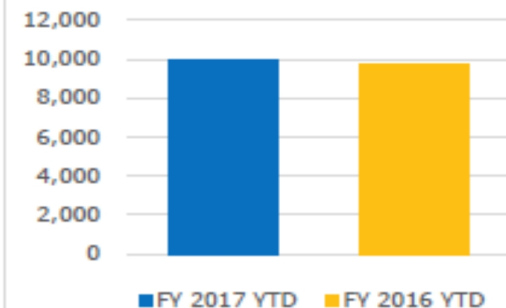
Utility Fund Expenditures

FY 2017 Budget: \$15,511,920
% Expended: 44.3%
% Remaining: 55.7%



Number of Water Customers

FY 2017 YTD: 9,923
FY 2016 YTD: 9,770



% Change FY/FY: 1.57%

Notes

Rainfall totals (in inches):
Oct 16-Apr 17 16.99
Oct 15-Apr 16 34.02



City of Colleyville City Council Agenda Briefing

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

Agenda Number 10b

Agenda Date 05/16/2017

Number 10

Type Report

Department City Manager

Title

Quarterly Performance Management Report

Strategic Plan

1.3 Assure convenient access to public information

1.4 Communicate thoroughly and strategically

Explanation

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

The attached spreadsheet includes the second quarter of actual data from FY 2017. For performance measures, the FY 2017 actual numbers are compared to the FY 2017 target that was established by the responsible department and are color coded as listed below. Vital statistics do not have a FY 2017 target and are therefore not color coded, as those metrics represent information that is important to track, but are not necessarily appropriate to set targets for.

Gray - Data not available at this time

Green - Performance is expected to meet or exceeded the target

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

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

Dashboard reports are also included and offer a more visual presentation of highlighted performance measures and vital statistics.

Attachments

1. FY 2017 Q2 Performance Management Report

PUBLIC SAFETY

		Program	Goal	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 Target	FY 2017 YTD
Performance Measures	Percentage of code violations located proactively	Code Enforcement	Safeguard Colleyville's identity	62%	69%	80%	69%	70%	≥ 50%	75%
	Number of UCR Part 1 Crimes	Police Administration	Deliver high quality core services	199	175	160	141	158	≤ 180	81
	Percentage of UCR Part 1 Offenses cleared	Criminal Investigations	Deliver high quality core services	28%	20%	30%	31%	28%	≥ 20%	17%
	Percentage of crime victims contacted by investigators within 3 days	Criminal Investigations	Deliver high quality core services	95%	92%	98%	100%	100%	≥ 95%	100%
	Average Priority 1 response time (call dispatch to arrival)	Police Patrol	Deliver high quality core services	4:12	4:11	4:03	3:12	3:25	≤ 5:00	3:12
	Fire/Ambulance average response time	Fire and EMS Operations	Deliver high quality core services	(Previously reported percentage of response times under 6 minutes)				4:43	≤ 6:00	4:35
	Percentage of plans reviewed within 48 hours	Fire Prevention / Investigations	Deliver high quality core services	97%	100%	100%	99%	99%	≥ 98%	99%
	Percentage of fire investigations cleared within 30 days	Fire Prevention / Investigations	Deliver high quality core services	100%	100%	100%	100%	100%	≥ 95%	100%
	Percentage of inspections performed within 48 hours of request	Fire Prevention / Investigations	Deliver high quality core services	97%	100%	100%	100%	100%	≥ 95%	100%

		Program	Goal	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD
Vital Statistics	Injury accidents per 1,000 population	Police Patrol	Deliver high quality core services	2.2	0.75	0.7	0.7	0.72	0.76
	Number of self-initiated calls for service (proactive, community policing)	Police Patrol	Operate Transparently	40,324	54,231	50,897	43,781	35,652	18,692
	Total number of outstanding warrants in system since 1/1/03	Warrant Officer	Deliver high quality core services	4,170	3,971	4,056	3,657	3,006	2,587
	Number of warrants served	Warrant Officer	Deliver high quality core services	7,190	1,452	2,767	2,610	2,350	1,365
	Fire Related Responses	Fire Operations	Deliver high quality core services	N/A	381	500	542	566	302
	Service Related Responses	Fire Operations	Deliver high quality core services	N/A	357	127	152	180	82
	EMS Related Responses	EMS Operations	Deliver high quality core services	N/A	829	950	959	1037	495
	Ambulance billing revenue	EMS Operations	Deliver high quality core services	\$322,000	\$323,672	\$399,312	\$354,239	\$388,803	\$183,579
	Percentage of billed services recovered	EMS Operations	Deliver high quality core services	30%	30%	32%	29%	31%	53%
	Total number of volunteer hours from CFAAA and Rehab Team	Fire Administration	Operate Transparently	N/A	900	418.5	672.5	491.75	186.5
	Community Fire Prevention Events	Fire Prevention / Operations	Operate Transparently	N/A	N/A	116	125	122	30
	Average hours of training per employee	Fire Operations	Deliver high quality core services	205	160.9	160.99	134.77	166	45

DEVELOPMENT

		Program	Goal	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 Target	FY 2017 YTD
Performance Measures	Percentage of residential plan reviews completed in seven days or less (was 5 through FY16)	Building Inspection	Enable Responsible Development	New Measure	21%	41%	77%	75%	≥ 75%	87%
	Percentage of commercial plan reviews completed in seven days or less (was 10 through FY16)	Building Inspection	Enable Responsible Development	New Measure	44%	55%	77%	80%	≥ 75%	87%
	Percentage of inspections performed within 24 hours	Building Inspection	Enable Responsible Development	93%	97%	98%	99%	98%	≥ 95%	97%
	Percent of online department survey respondents satisfied with overall service	Planning and Zoning/Building Inspection	Deliver high quality core services	New Measure	89%	98%	100%	70%	= 100%	100%
	Retail occupancy rate	Economic Development	Enable Responsible Development	87%	88%	90%	90%	96%	≥ 90%	95%
	Office occupancy rate	Economic Development	Enable Responsible Development	87%	89%	89%	90%	92%	≥ 90%	93%
	Percentage growth in sales tax revenue (General Fund)	Economic Development	Enable Responsible Development	8.1%	7.6%	9.0%	3.1%	8.0%	≥ 1.05%	6.42%
Vital Statistics		Program	Goal	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD	
	Number of Inspections Performed	Building Inspection	Enable Responsible Development	8,780	6,832	4,621	7,194	9,977	4,862	

LEISURE

		Program	Goal	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 Target	FY 2017 YTD
Performance Measures	Percentage of competitive athletic fields meeting departmental maintenance standards	Athletic Field Maintenance	Safeguard Colleyville's identity	New Measure	New Measure	80%	80%	85%	≥ 85%	95%
	Percentage of park inspections meeting standards	Park Maintenance	Safeguard Colleyville's identity	85%	87%	80%	95%	96%	≥ 85%	96%
	Percentage of library materials requests filled within 30 days	Library Services	Deliver high quality core services	83%	86%	96%	93%	94%	≥ 80%	Annual
	Percentage of library patrons who come to the library looking for items and find them	Library Services	Deliver high quality core services	82%	79%	80%	81%	83%	≥ 80%	83%
	Children's program attendance	Library Services	Safeguard Colleyville's identity	17,145	21,955	18,363	17,173	18,888	≥ 18,000	7,127
	Adult and teen program attendance	Library Services	Safeguard Colleyville's identity	809	910	795	651	800	≥ 650	404
	Children's summer reading program participation	Library Services	Safeguard Colleyville's identity	1,054	1,182	1,188	987	1,278	≥ 1,000	Annual
	Adult and teen summer reading program participation	Library Services	Safeguard Colleyville's identity	106	118	114	84	148	≥ 100	Annual
	Library patron visits	Library Services	Safeguard Colleyville's identity	104,268	123,211	134,314	133,076	120,202	≥ 115,000	41,803
	Reference questions answered	Library Services	Deliver high quality core services	39,799	35,048	34,073	25,025	28,717	≥ 25,000	16,081
	Circulation of the library materials collection	Library Services	Deliver high quality core services	244,613	250,737	234,667	228,160	222,123	≥ 220,000	96,140
	Percentage of offered classes/programs held	Recreation	Safeguard Colleyville's identity	60%	65%	71%	73%	77%	≥ 60%	79%
	Number of participants	Senior Center	Safeguard Colleyville's identity	1,500	1,751	3,734	3,767	4,574	≥ 1,500	2,176
	Percentage of resident membership visits	Senior Center	Safeguard Colleyville's identity	55%	58%	60%	59%	51%	≥ 60%	51%
	Percentage of cost recovery	Colleyville Center	Deliver high quality core services	70%	66%	81%	75%	62%	≥ 70%	69%
	Percentage of customer satisfaction ratings of "excellent"	Colleyville Center	Deliver high quality core services	98%	96.3%	96.4%	97.3%	98%	≥ 97.5%	98%
	Number of events held	Colleyville Center	Safeguard Colleyville's identity	420	386	412	452	376	≥ 400	204

LEISURE

		Program	Goal	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD
Vital Statistics	Percentage of Colleyville households with at least one active library card holder	Library Services	Safeguard Colleyville's identity	55%	50%	50%	50%	50%	50%
	Library materials collection size	Library Services	Safeguard Colleyville's identity	65,740	69,736	74,525	77,664	80,452	81,100
	Number of staff hours dedicated to athletic field maintenance and game preparation	Athletic Field Maintenance	Safeguard Colleyville's identity	4,725	4,884	3,697	4,032	4,007	1,855
	Number of youth sports participants	Athletic Field Maintenance	Safeguard Colleyville's identity	4,750	4,063	4,315	4,434	4,302	4,517
	Percentage of non-resident youth sports participants	Athletic Field Maintenance	Safeguard Colleyville's identity	51%	49%	52%	52%	59%	49%
	Percentage of revenue recovery	Athletic Field Maintenance	Deliver high quality core services	N/A	12%	12%	20%	18%	18%
	Number of classes/programs offered	Senior Center	Safeguard Colleyville's identity	120	151	212	191	172	88
	Average membership visits per month	Senior Center	Safeguard Colleyville's identity	500	534	544	827	1,019	945
	Number of Metroport Meals on Wheels participants	Senior Center	Safeguard Colleyville's identity	1,800	1,727	1,607	1,695	1,553	665
	Percentage of Meals on Wheels participants who are residents	Senior Center	Safeguard Colleyville's identity	50%	52%	49%	47%	43%	47%
	Percentage of resident class participants	Recreation	Safeguard Colleyville's identity	60%	49%	42%	44%	43%	42%
	Revenue generated from bookings	Colleyville Center	Deliver high quality core services	\$240,000	\$246,797	\$230,793	\$226,901	\$209,919	\$114,694
	Percentage of events generating economic impact for local business	Colleyville Center	Safeguard Colleyville's identity	55%	57%	59%	59%	60%	70%
	Percent of total events held: Colleyville residents	Colleyville Center	Safeguard Colleyville's identity	N/A	9%	10%	11%	23%	16%
	Percent of total events held: Non-residents	Colleyville Center	Safeguard Colleyville's identity	N/A	41%	36%	30%	25%	25%
	Percent of total events held: Non-profits	Colleyville Center	Safeguard Colleyville's identity	N/A	44%	47%	50%	45%	53%
	Percent of total events held: City departments	Colleyville Center	Safeguard Colleyville's identity	N/A	6%	7%	9%	7%	6%
	Percent of revenue: Colleyville residents	Colleyville Center	Deliver high quality core services	N/A	N/A	N/A	N/A	18%	20%
	Percent of revenue: Non-residents	Colleyville Center	Deliver high quality core services	N/A	N/A	N/A	N/A	61%	57%
	Percent of revenue: Non-profits	Colleyville Center	Deliver high quality core services	N/A	N/A	N/A	N/A	20%	22%
	Percent of revenue: City departments	Colleyville Center	Deliver high quality core services	N/A	N/A	N/A	N/A	1%	1%

PUBLIC WORKS

		Program	Goal	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 Target	FY 2017 YTD
Performance Measures	Percent of internal customers satisfied with facility environment	Building Services	Deliver high quality core services	98%	89%	84%	86%	96%	≥ 90%	Annual Measure
	Percentage of work orders responded to within one business day	Building Services	Deliver high quality core services	99%	78%	51%	83%	89%	≥ 90%	91%
	Percent of scheduled lane miles of public streets swept	Stormwater Management	Assure adequate infrastructure	94%	98%	99%	99%	94%	≥ 98%	100%
	Percent of storm drain inlets inspected	Drainage Maintenance	Assure adequate infrastructure	New Measure	New Measure	20%	51%	55%	≥ 50%	42%
	Percentage of storm sewer lines inspected	Drainage Maintenance	Assure adequate infrastructure	New Measure	New Measure	<1%	<1%	<1%	≥ 10%	<1%
	Meter reading accuracy	Utility Support	Deliver high quality core	98%	99%	99%	98%	99%	≥ 98%	98%
	Percentage of total waste water lines cleaned annually	Waste Water Collection	Assure adequate infrastructure	88%	93%	78%	91%	94%	≥ 95%	Annual Measure
	Percentage of water valves exercised	Water Distribution	Assure adequate infrastructure	New Measure	New Measure	12%	0.05%	15%	≥ 20%	23%
	Percentage of monthly water samples testing negative for coliform bacteria	Water Distribution	Deliver high quality core services	100%	99.36%	99%	98%	100%	= 100%	100%
	Percent of street and traffic signs replaced	Street Maintenance	Deliver high quality core services	8%	12%	15%	15%	7%	≥ 10%	<1%
	Percentage of pavement markings renewed	Street Maintenance	Deliver high quality core services	New Measure	New Measure	20%	4%	15%	≥ 20%	2.5%

		Program	Goal	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD
Vital Statistics	Percentage of fleet time available	Fleet Maintenance	Deliver high quality core services	98%	98%	98%	98%	99%	99%
	Ratio of scheduled maintenance to unscheduled repairs	Building Services	Deliver high quality core services	77%	68%	41%	68%	50%	51%
	Number of infrastructure repairs needed within two- year maintenance bond period	Engineering Services	Assure adequate infrastructure	0	0	0	0	0	2
	Value of newly-constructed public infrastructure in place	Engineering Services	Assure adequate infrastructure	New Measure	New Measure	\$5.82M	\$17.3M	\$11.7 M	\$4.9M
	Percentage of construction time with City staff present	Engineering Services	Assure adequate infrastructure	New Measure	New Measure	18%	23%	30%	29%
	Percentage of time preventative maintenance is completed on schedule	Fleet Maintenance	Assure adequate infrastructure	New Measure	New Measure	95%	96%	96%	99%
	Water loss ratio	Water Distribution	Assure adequate infrastructure	4.50%	4.33%	4.34%	3.08%	2.50%	Annual Measure

ADMINISTRATION

		Program	Goal	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 Target	FY 2017 YTD
Performance Measures	City-initiated news leads	Communications	Operate transparently	40	31	23	29	31	≥ 30	26
	Number of public information campaigns	Communications	Operate transparently	8	6	4	6	6	≥ 8	5
	Coverage in print, broadcast, online/associated media value	Communications	Operate transparently	\$130,000	\$82,650	\$94,976	\$114,000	\$66,101	≥ \$100,000	\$53,430
	Achieve GFOA's Distinguished Budget Award	City Manager's Office	Deliver high quality core services	Yes	Yes	Yes	Yes	Yes	Yes	N/A
	Percentage of board, commission, and committee members that have completed Texas Open Meeting Act training	City Secretary	Operate transparently	< 50%	< 50%	89%	91%	86%	≥ 95%	94%

		Program	Goal	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD
Vital Statistics	Tax rate per hundred dollars of valuation	City Council	Deliver high quality core services	\$0.3559	\$0.3559	\$0.3559	\$0.3559	\$0.3559	\$0.33913
	Average pounds recycling per home/per collection	Solid Waste and Recycling	Deliver high quality core services	12.2	11.5	11.9	10.73	12.55	12.62
	Number of household hazardous waste collections (at Fort Worth ECC and Clean Sweep event)	Solid Waste and Recycling	Deliver high quality core services	524	572	553	658	752	253
	Visits to Colleyville.com	Communications	Operate transparently	260,000	300,605	318,759	317,793	321,567	163,706
	E-newsletter subscribers	Communications	Operate transparently	1,300	1,679	2,621	2,839	3,225	3,608
	Colleyville Businesses Participating on Marketing Support Program(s)	Communications	Safeguard Colleyville's identity	New Measure	New Measure	New Measure	New Measure	N/A	N/A
	Social Media Followers on City of Colleyville Government	Communications	Operate transparently	New Measure	New Measure	New Measure	1,000	1,836	2,021
	Advertising Campaigns	Communications	Operate transparently	New Measure	New Measure	2	1	1	0
	Number of public information requests	City Secretary	Operate transparently	196	217	260	283	296	153
	Number of citizen survey responses	City Manager's Office	Operate transparently	1,665	N/A	1,323	N/A	N/A	907

FINANCE

		Program	Goal	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 Target	FY 2017 YTD
Performance Measures	Number of audit adjustments in period 13 closing	Finance	Deliver high quality core services	14	12	10	24	7	≤ 12	N/A
	Achieve GFOA's Certificate of Achievement for Excellence in Financial Reporting	Finance	Deliver high quality core services	Yes	Yes	Yes	Yes	N/A	Yes	N/A
	Percentage warrants issued within 10 day (formerly 8 day) period after due date or court date	Municipal Court	Deliver high quality core services	New Measure	New Measure	97%	99%	99%	≥ 97%	99.0%
	Billing accuracy rate	Utility Billing	Deliver high quality core services	98.3%	99.0%	98.6%	99.8%	99.9%	≥ 99.5%	99.8%

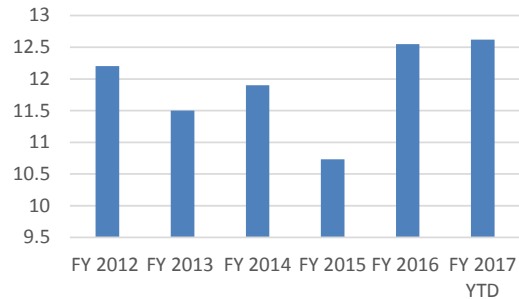
		Program	Goal	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD
Vital Statistics	Percent of ACH payments to total accounts payable	Finance	Deliver high quality core services	New Measure	New Measure	16%	26%	26%	25%
	Number of citations filed per FTE	Municipal Court	Deliver high quality core services	4,000	4,268	4,610	4,609	4,220	2,341
	Number of bench trials vs. jury trials set	Municipal Court	Deliver high quality core services	New Measure	New Measure	67 / 44	51 / 16	34 / 20	11 / 13
	Percentage of automatic draft customers/total customers	Utility Billing	Deliver high quality core services	15%	15%	19%	16%	17%	18%
	Percentage of customers paying before cutoff	Utility Billing	Deliver high quality core services	97%	97%	97%	97%	97%	96%
	Uncollectible accounts written off at year end (water & sewer)	Utility Billing	Deliver high quality core services	\$34,628	\$30,500	\$26,080	\$27,178	\$19,150	N/A

INTERNAL SERVICES

		Program	Goal	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 Target	FY 2017 YTD
Performance Measures	Percentage turnover (per fiscal year)	Human Resources	Deliver high quality core services	12%	22%	15%	17%	14%	≤ 15%	6%
	Percentage of annual performance evaluations completed on time	Human Resources	Deliver high quality core services	36%	25%	98%	73%	99%	≥ 90%	95%
	Percentage of employees who participate in wellness program	Human Resources	Deliver high quality core services	80%	78%	86%	85%	92%	≥ 80%	N/A
	Workers' compensation experience modification factor (actual losses compared to expected losses)	Human Resources	Deliver high quality core services	New Measure	0.48	0.45	0.83	0.84	≤ 0.85	0.84
	Medical and pharmacy loss ratio (paid claims divided by premiums)	Human Resources	Deliver high quality core services	New Measure	66%	75.8%	87.4%	75.5%	≤ 85%	79.0%
	Percentage of product requests completed on time	Graphical Information Services (GIS)	Deliver high quality core services	90%	82%	88%	93%	93.4%	≥ 85%	93.25%
	Percentage of address responded to within 30 days	Graphical Information Services (GIS)	Deliver high quality core services	96%	64%	89%	100%	100%	≥ 90%	100.00%
	Percentage of broadcast uptime	Network/Desktop Services	Deliver high quality core services	99.99%	99.82%	99.86%	99.88%	99.99%	≥ 99%	99.99%
	Percentage of work orders completed on time	Network/Desktop Services	Deliver high quality core services	80%	87%	78%	87%	92.9%	≥ 95%	94.88%
	Percentage of network data and telecommunications uptime	Network/Desktop Services	Deliver high quality core services	99.99%	99.83%	99.73%	99.80%	99.99%	≥ 99%	99.996%
	Percentage of IT work plan projects completed on time	Network/Desktop Services	Deliver high quality core services	80%	100%	97%	94%	95%	= 100%	100.00%
	Percentage of data backup success	Network/Desktop Services	Deliver high quality core services	95%	91%	91%	92%	94.2%	= 100%	95.75%
Vital Statistics		Program	Goal	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD	
	Total number of equipment pieces maintained by department	Network/Desktop Services	Deliver high quality core services	430	419	569	589	609	609	

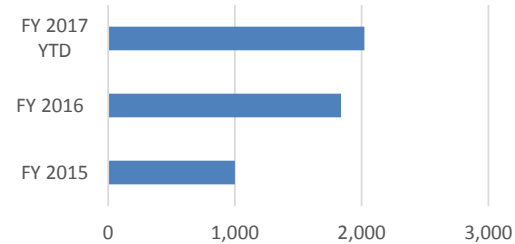
Solid Waste & Recycling

Average pounds recycling per home/per collection



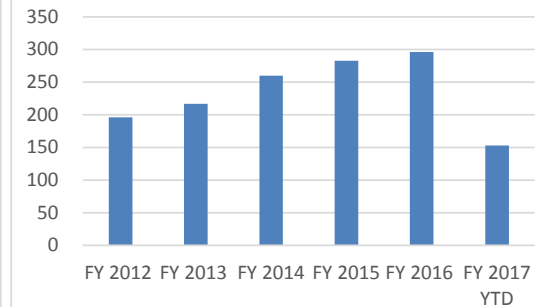
Communications

Social Media Followers on City of Colleyville Government



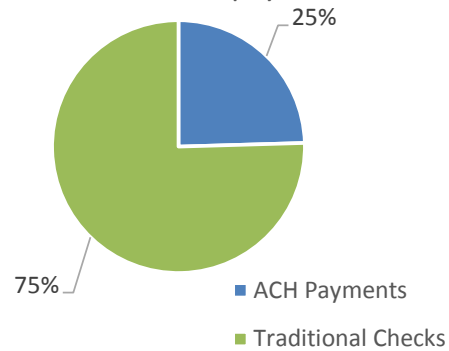
City Secretary

Number of public information requests



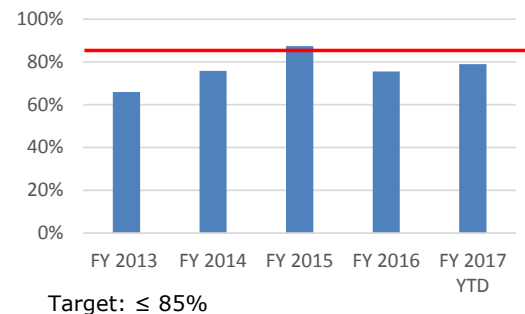
Finance

Percent of ACH payments to total accounts payable



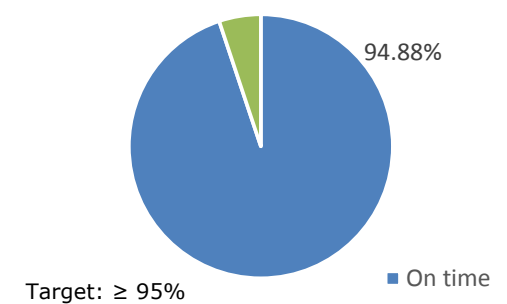
Human Resources

Medical and pharmacy loss ratio (paid claims divided by premiums)



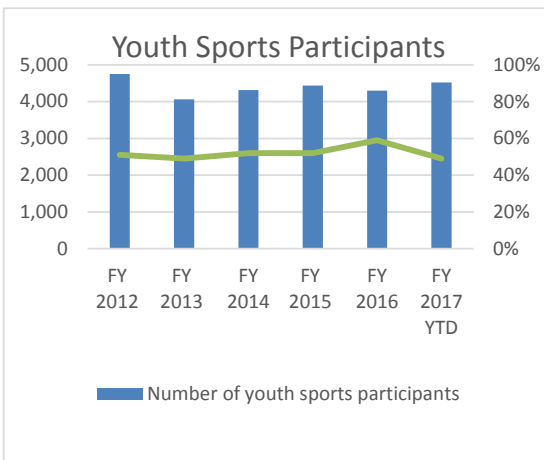
Technology

Percentage of work orders completed on time

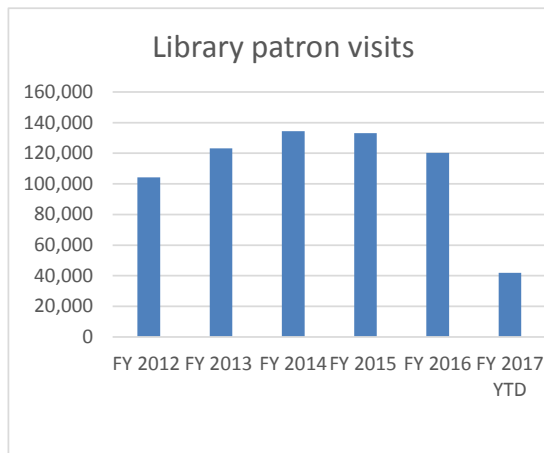


Dashboard: Leisure Services FY 2017 Q2

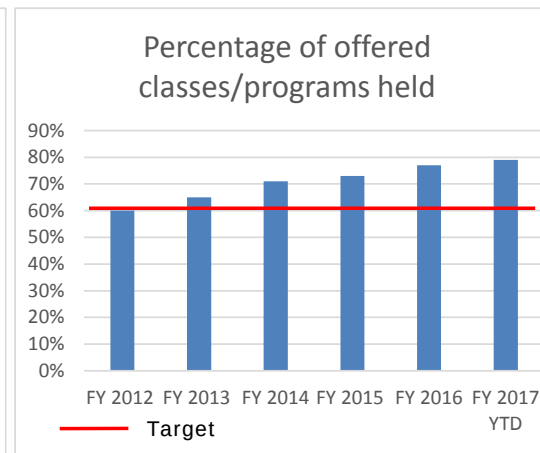
Parks



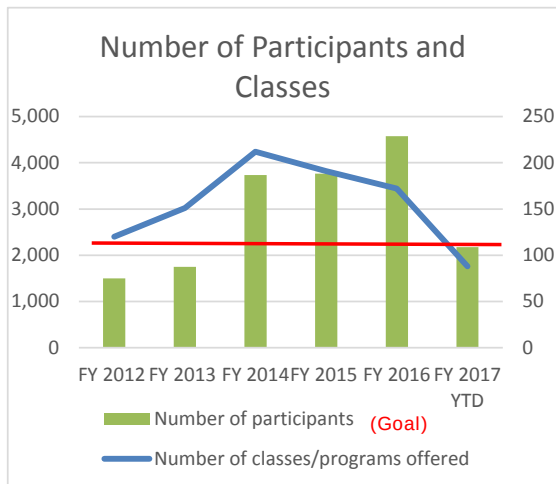
Library



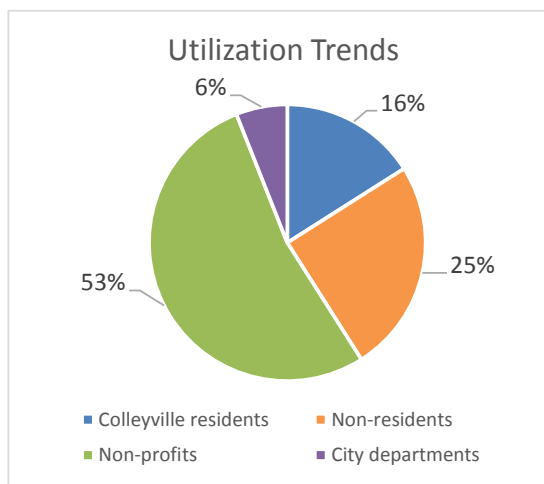
Recreation



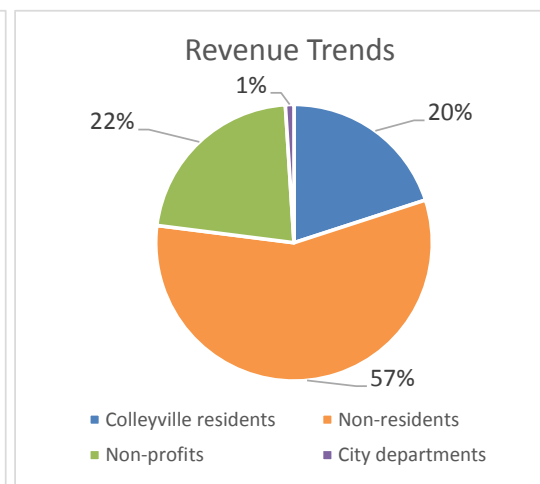
Senior Center



Colleyville Center

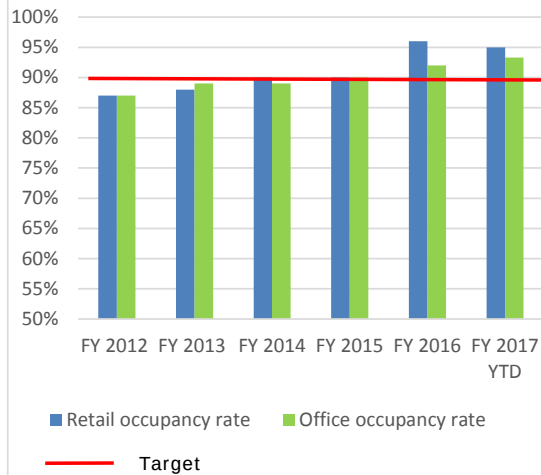


Colleyville Center

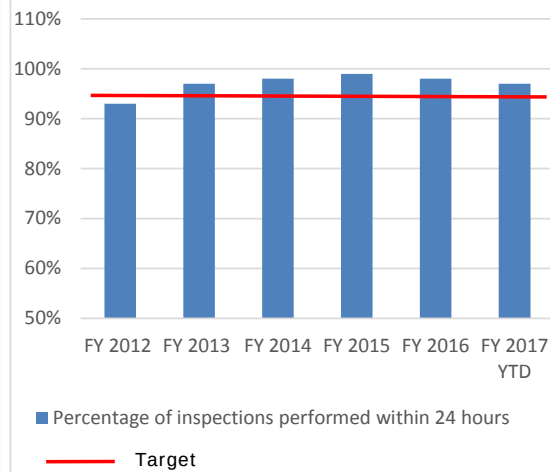


Dashboard: Development & Infrastructure FY 2017 Q2

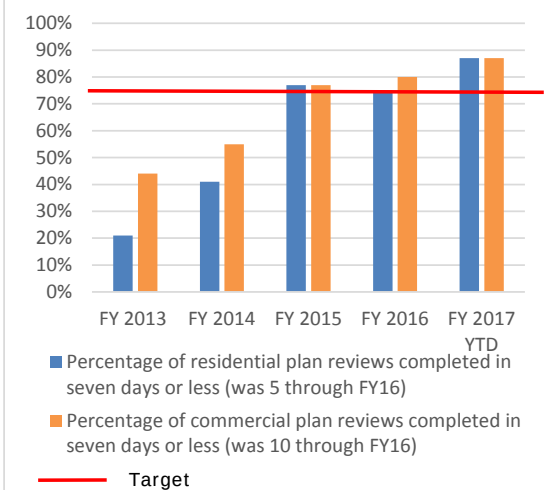
Retail & Office Occupancy Rate



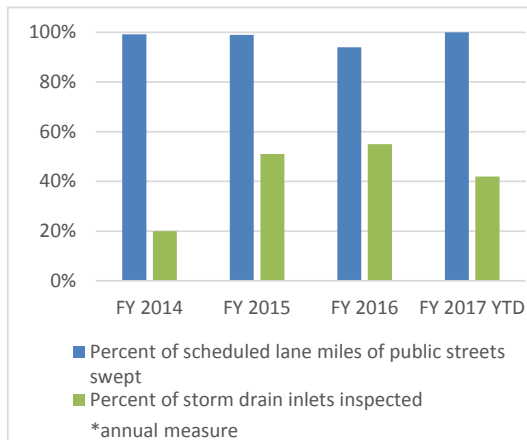
Inspections Performed within 24 hours



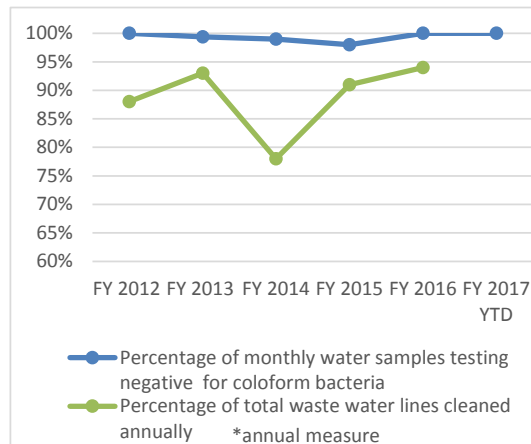
Plan Review & Inspections Timeliness



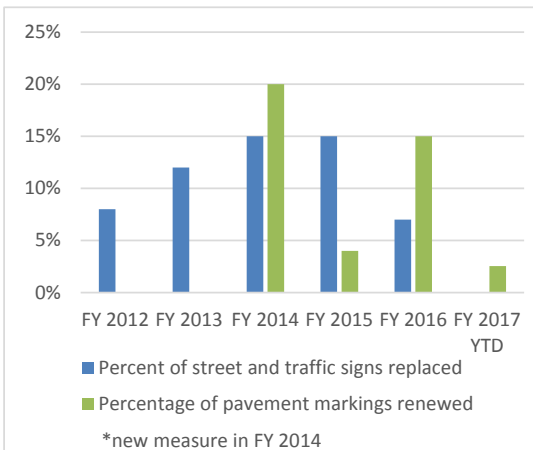
Stormwater & Drainage



Water & Wastewater

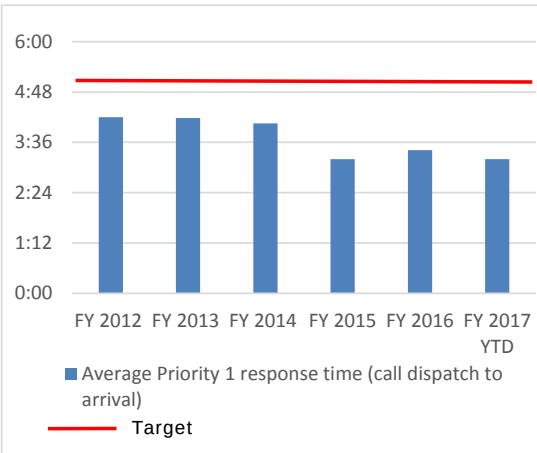


Street Maintenance

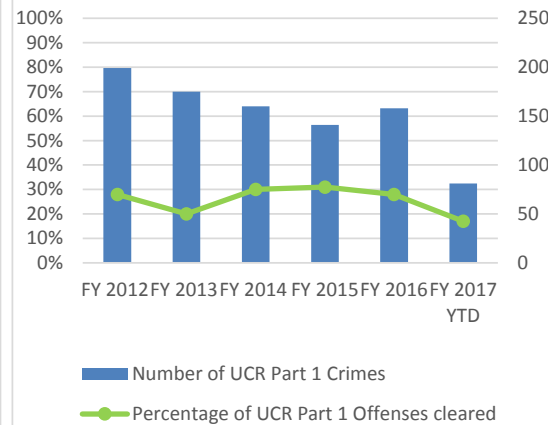


Dashboard: Public Safety FY 2017 Q2

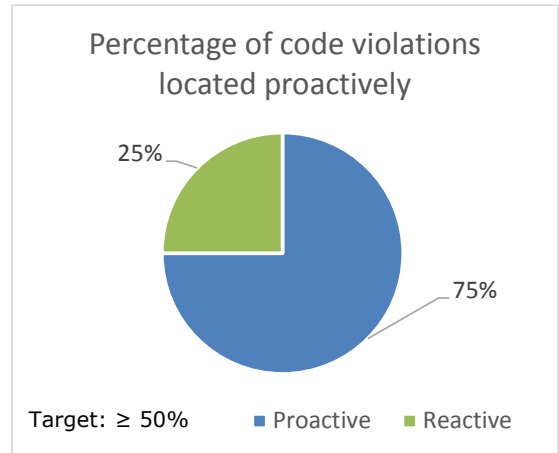
Police Response Time



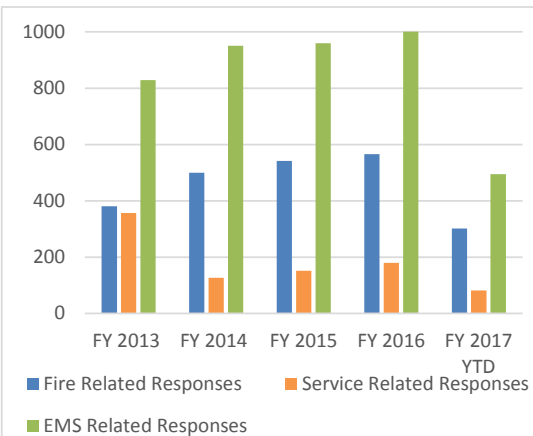
UCR Part 1 Crimes



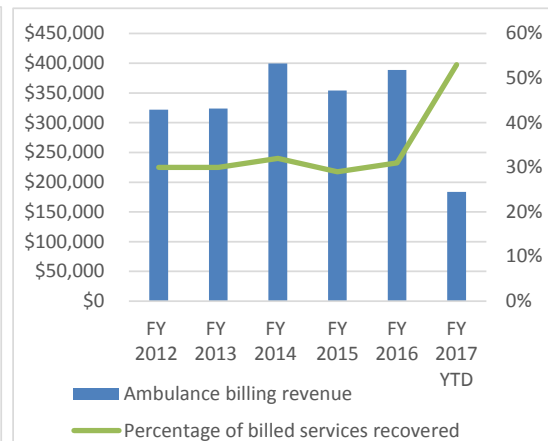
Code Enforcement



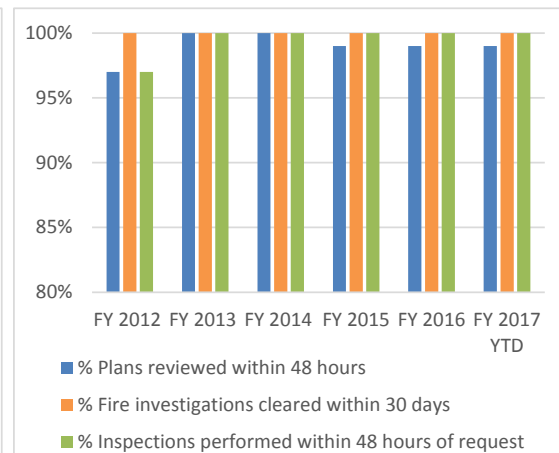
Fire & EMS Responses



Ambulance Billing



Fire Prevention / Investigation





City of Colleyville City Council Agenda Briefing

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

Agenda Number 12

Agenda Date 05/16/2017

Type Report

Department Community Development

Title

Planning and Zoning Commission Minutes - April 10, 2017

Zoning Board of Adjustment Minutes - April 11, 2017

Attachments

1. Planning and Zoning Commission Minutes - April 10, 2017
2. Zoning Board of Adjustment Minutes - April 11, 2017



City of Colleyville Planning and Zoning Commission Minutes

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

Monday, April 10, 2017

City Council Chambers

CALL MEETING TO ORDER

The Planning and Zoning Commission meeting of the City of Colleyville was called to order by Chairman Dodson on April 10, 2017, at 7:08 p.m.

Roll Call

Present: Commissioners Susan Mathisen, Sam van Bever, George Dodson, John Frazier, and Jason Elms

Absent: Commissioner Veronica Baughman and Charles Kelley

Staff Present: Ben Bryner, Shane Pace, Fire Chief Brian Riley, Oscar Chavez, Taylor Schauwecker, Robert McKeown, Araceli Botello, and Assistant City Attorney Victoria Thomas

1. SWEARING IN OF NEWLY APPOINTED MEMBERS

Araceli Botello swore in newly appointed member John Frazier, Place 6

2. APPROVAL OF MINUTES

Commissioner van Bever made a motion to approve the March 13, 2017 minutes. Commissioner Mathisen seconded.

The motion to approve the March 13, 2017 minutes carried by the following vote:

Aye: 5 – Mathisen, van Bever, Dodson, Frazier, and Elms

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

There were no citizen comments/presentations regarding items not on the agenda.

4. REGULAR AGENDA ITEMS

- 4a** Consideration of a minor plat for the Glory House-Colleyville Addition on property legally described as Tract 3A, Abstract 206, of the BBB & CRY Survey, located at 5300 Pleasant Run Road, Case PC17-003

Shane Pace presented the case and briefed the Commission.

Commissioner Elms questioned staff regarding the easement for the fire lane access to the north of the subject property. Staff responded that they could not confirm if the easement had been signed off and filed with the county, but the applicant could respond to the question.

The applicant, Olanrewaju Sobo, 605 Cherry Tree Drive, Keller, came forward and briefed the commission.

Commissioner Elms questioned applicant regarding the status of the easement for the fire lane access. Applicant responded that he believed the easement document was signed and filed three weeks ago.

Chairman Dodson questioned applicant regarding the building being two story. Applicant confirmed.

The public hearing was opened at 7:21 p.m.

There being no one present wishing to speak, the public hearing was closed at 7:21 p.m.

Commissioner Elms made a motion to approve Case PC17-003 with the condition that the applicant submit the recorded fire lane easement prior to the filling of the plat. Commissioner Mathisen seconded.

The motion to approve Case PC17-003 with the condition that the applicant submit the recorded fire lane easement prior to the filing of the plat carried by the following vote:

Aye: 5 – Mathisen, van Bever, Dodson, Frazier, and Elms

5. PUBLIC AGENDA ITEMS

- 5a** Consideration of a Special Use Permit for Automotive and Motor Vehicle Sales on Lot 2R, Block 1, of the Nystel Addition, located 1821 John McCain Road, Case ZC17-004

Shane Pace presented the case and briefed the Commission.

Commissioner Elms question staff regarding the surface of the adjacent property, on 1815 John McCain Road. Staff responded the adjacent property is paved in concrete.

Commissioner Frazier questioned staff regarding the requirements of the current Special Use Permit for a paved surface on the adjacent property, at 1815 John McCain. Staff responded pavement was required based on the land use, and not a condition of the Special Use Permit. Commissioner Frazier questioned staff regarding the ordinance not permitting gravel or car sales on the subject property. Staff responded there are two ordinances, the existing ordinance for 1815 John McCain, and the proposed draft ordinance in the agenda packet. Commissioner Mathisen made a notation that the existing ordinance for 1815 John McCain Road (2012) does not speak to pavement being a requirement.

Discussion continued regarding the type of surface required on the property.

Chairman Dodson questioned staff regarding the requirement for screening. Staff confirmed, screening is a requirement.

Commissioner Frazier questioned staff regarding whether the request for the Special Use Permit was for vehicle sales or vehicle storage. Staff responded that it was determined vehicle sales was the appropriate designation based on the definition for vehicle sales area. Staff added that there is no specific Special Use Permit for vehicle storage. Chairman Dodson made a notation that it would be up to City Council to make a determination on the appropriate type of use. Staff confirmed.

Discussion continued on the property's use.

The applicant, Andy Gardner, 4203 Mockingbird Lane, came forward and briefed the commission.

Commissioner Elms questioned the applicant regarding the term of the lease. The applicant responded he has 5 months left on the lease and the opportunity to renew for a year.

Commissioner Elms questioned applicant regarding the access to the property. Applicant responded there are two gates, one connects to his property's office and the main gate on the opposite side of the property by the large building.

Commissioner Mathisen questioned applicant regarding the current use for the property. Applicant responded that he is using the property for storage of vehicles.

Commissioner Elms questioned applicant regarding the number of times cars are moved on the property. Applicant responded that they move one, two, or three vehicles about two or three times a day. Commissioner Elms questioned applicant regarding dust on the property. Applicant responded that there is dust, but it does not create a nuisance.

Chairman Dodson questioned applicant regarding gravel on the adjacent properties to the subject property. Applicant confirmed that the properties adjacent to the subject property have gravel on their lots.

Commissioner Mathisen questioned the applicant regarding the requirements for the Special Use Permit. The applicant responded that he would have to meet with the landlord to discuss the requirement, especially with money to invest on a short term lease. Commissioner Mathisen questioned the applicant regarding landscaping the front of the property. The applicant responded he had previously been required for 1815 John McCain Road, but the area is in the driveway easement that belongs to the City and would require him to install an irrigation system.

Discussion continued regarding landscaping requirements of the Special Use Permit.

Commissioner Elms questioned staff regarding the term of a Special Use Permit. Staff responded that a Special Use Permit expires upon the termination of the existing business, and the next use or owner would be required to apply for a Special Use Permit. Staff added the permit can be conditioned for a period of time and then enforce the requirements or return to the Planning and Zoning Commission to revisit the case.

Discussion continued regarding the term of conditions for the Special Use Permit.

The public hearing was opened at 7:57 p.m.

There being no one present wishing to speak, the public hearing was closed at 7:57 p.m.

Commissioner Elms opened discussion regarding establishing a term to meet the requirements of the Special Use Permit. Staff confirmed that a term can be added to the Special Use Permit establishing when requirements need to be completed.

Commissioner Mathisen made a notation to address the type of screening that would be required. Staff responded that the draft ordinance provides a starting point of requirements of a Special Use Permit for discussion.

Commissioner van Bever made a notation that holding the applicant to a standard that is not enforced of other adjacent properties would be inequitable. Commissioner Elms added the distinguishing factor is that this is a new use of the property and needs to meet the landscaping requirements of a new business.

Discussion continued regarding landscaping requirements.

Commissioner Mathisen made a motion to approve the Special Use Permit for Case ZC17-004 with the condition that within 18 months of this ordinance being approved by the City Council, landscaping shall be provided in the right-of-way adjacent to the property; where one 18 inch shrub or 5 gallon plant will be placed for each 5 feet of street frontage. Commissioner Elms seconded.

The motion to approve the Special Use Permit for Case ZC17-004 with the condition that within 18 months of this ordinance being approved by the City Council, landscaping shall be provided in the right-of-way adjacent to the property; where one 18 inch shrub or 5 gallon plant will be placed for each 5 feet of street frontage carried by the following vote:

Aye: 5 – Mathisen, van Bever, Dodson, Frazier, and Elms

5b Consideration of a zoning change from the R-40-Single Family Residential zoning district to the R-20-Single Family Residential zoning district on Lots 26 and 27, of the Community Home Addition, located at 1609 Cherry Lane, Case ZC17-005

Shane Pace presented the case and briefed the Commission.

The applicant, Collin Travis, 4701 Jim Mitchel Trail W, came forward and briefed the commission.

Commissioner Elms questioned applicant regarding the plan for the second lot, Lot 27. Applicant responded that there is no current plan for Lot 27.

Commissioner Mathisen questioned applicant regarding the location of the existing home. The applicant responded that the home is located on Lot 26 and Lot 27 has a large barn. Commissioner Mathisen questioned applicant if the home encroaches on Lot 27. Applicant responded the house is located on Lot 26.

Commissioner Elms questioned staff if the use is legal non-conforming at this time at ten feet from the property line. Staff confirmed and clarified that

staff was under the impression that construction would span over both of lots.

Chairman Dodson questioned staff if the current zoning for both lots are R-40. Staff confirmed. Chairman Dodson questioned staff if the request for is both lots to be zoned R-20. Staff confirmed. Staff added the request is based on the lots being approximately 27,500 square feet each and the applicant is the single property owner.

Commissioner Elms questioned staff about re-zoning only the property that will be constructed on. Staff responded it is possible since both of the lots were noticed under one address.

Commissioner Mathisen questioned staff about both lots being address under one address. Staff confirmed and added it is addressed based on the Tarrant County Appraisal District taxing it as one lot based on the one home on both lots, where parcel information is taken from the Tarrant Appraisal District.

Chairman Dodson questioned staff if the property is listed as 52,000 square feet roughly. Staff confirmed.

The public hearing was opened at 8:37 p.m.

Kathleen Hennessey, 5013 Stonebridge Drive, came forward and spoke in opposition to the case. Ms. Hennessey addressed concerns regarding the cul-de-sac being out of standard and two gates off Chelsea Park built into the cul-de-sac that create vandalism, trespassing, and damages to trees.

Stan Perry, 5111 Rose Street, came forward and spoke in opposition to the case. Mr. Perry addressed concerns regarding the proposed house will be built closer to his property.

Nancy Rogers, 1612 Cherry Lane, came forward and spoke in opposition to the case. Ms. Rogers addressed concerns of keeping the consistency of the homes in the neighborhood, cul-de-sac, and drainage issues.

The following people wished to record their position but did not wish to speak:

Opposition:

Dan Winters, 5012 Rose Street

Nancy Rogers, 1612 Cherry Lane

There being no one present wishing to speak, the public hearing was closed at 8:52 p.m.

Commissioner Elms made a notation regarding the lots being legally platted in order to build a home, and the request presented is for the adjustment of the setbacks and buildable area. Commissioner Elms questioned staff regarding the current zoning's requirement effect on the subject property's square footage for buildable area. Staff responded that the plat is a legal non-conforming lot and the percentage of the buildable area allowed for the current zoning penalizes the lot for being a smaller lot, creating less of a buildable area.

Discussion continued regarding the request of the applicant for adjustment of setbacks and buildable area.

Commissioner Frazier questioned staff regarding the potential of other properties in similar circumstance to request a rezoning from R-40 to an R-20. Staff confirmed.

Chairman Dodson questioned staff whether the request will allow for these properties to be divided. Staff confirmed that it does not allow for the division of the properties.

Commissioner Mathisen questioned staff regarding the applicant's request for a variance. Staff pointed out to the exhibits regarding the applicant's request for variance.

Discussion continued regarding the applicant's initial request for a variance.

Commissioner van Bever questioned staff regarding the possibility of Lot 26 taking 5 feet from Lot 27. Staff responded the property would need to be replatted and this would create more complexities for the applicant.

The public hearing was re-opened at 8:58 p.m.

Mary Alice King, 5016 Chelsea Drive, came forward and spoke in opposition to the case. Ms. King addressed concerns of drainage issues.

There being no one else present wishing to speak, the public hearing was closed at 9:01 p.m.

Chairman Dodson made a motion to deny Case ZC17-005. Commissioner Elms seconded.

The motion to deny Case ZC17-005 carried by the following vote:

Aye: 4 – Mathisen, van Bever, Dodson, and Elms

Nay: 1 – Frazier

6. ADJOURNMENT

The meeting adjourned at 9:08 p.m.

The minutes were written and prepared by:



Araceli Botello
Planning Technician

The meeting minutes were approved on May 8, 2017 by a vote of 5-0.



City of Colleyville Zoning Board of Adjustment Minutes

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

Tuesday, April 11, 2017

City Council Chambers

CALL TO ORDER

The Zoning Board of Adjustment meeting of the City of Colleyville was called to order by Board member McNosky on April 11, 2017 at 7:04 p.m.

Roll Call

Present: Board members Kimberly Holt, Richard Vallario, Dee Kamerman, Dee McNosky, Raymond Allee, Wayne Maynard, and Michael Deakin

Staff Present: Shane Pace, Amy Shelley, Oscar Chavez, Taylor Schauwecker, and Araceli Botello

1. APPROVAL OF MINUTES

Board member Maynard made a motion to approve the February 14, 2017 minutes as corrected. Board member Kamerman seconded.

The motion to approve the February 14, 2017 minutes as corrected carried by the following vote:

Aye: 5 – Kamerman, Allee, Maynard, Vallario, and McNosky

2. PUBLIC HEARING AGENDA ITEMS

- 4a** Request for a variance to certain provisions of the Section 3.24.G, Schedule of District Regulation of the Land Development Code, specifically a variance to the front yard setback, on Lot 1A, Block 1, of the Mac's Bar and Grill Addition, located at 5122 State Highway 121, Case VC17-003

Shane Pace presented the case and briefed the Board.

The applicant, Julia Barth, 4810 Shadywood Lane, came forward and

briefed the board.

The public hearing was opened at 7:16 p.m.

Brent Johnson, 5150 Highway 121, came forward and spoke in opposition to the case.

Jon Ayers, 4808 Meandering Way, came forward and spoke in opposition to the case.

Chad Bradford, 5100 Highway 121, came forward and spoke in opposition to the case.

The following people wished to record their support but did not wish to speak:

Opposition:

Jim Bowyer, 5100 Highway 121

Inga Bowyer, 602 Llano Court, Southlake

Wendy Edington, 5100 Highway 121

The applicant, Julia Barth, 4810 Shadywood Lane, came forward for a rebuttal before the board.

Board member Maynard questioned applicant regarding water being redirected around the building for drainage. The applicant redirected the question to the architect.

The architect, Sabrina Bala, 5307 East Mockingbird Lane, Dallas, came forward and briefed the board. The architect responded that the plans will be engineered and adjust the drainage to work around the building. She added that pushing the building against the property line would create less room and that would create more drainage challenges.

Discussion continued regarding drainage.

Board member Maynard questioned the applicant regarding owning the front lot a year from date. The applicant responded she has no plans to sell the lot, but could potentially sell it at any time.

Discussion continued regarding potentially selling of the property and future tenants.

Board member Holt questioned applicant on the number of employees

working in the building. The applicant responded she has 12 employees and may have more, but no more than 20 employees.

There being no one else wishing to speak, the public hearing was closed at 7:51 p.m.

Board member Maynard made a motion to deny Case VC17-003.

In absence of a second motion, the motion died.

Board member Kamerman opened discussion as to the request of the variance in regards to parking spaces for the proposed building. Staff responded the request is proposing the building to encroach 25 feet into the 40 foot front yard setback. Board member Kamerman questioned staff if parking spaces will be reviewed when the applicant submits the site plans. Staff confirmed. Staff added that the site plans will be reviewed for commercial, civil, building permit requirements and address parking, building height, setbacks, drainage, and international building codes.

Board member Maynard questioned staff regarding the ability to relocate the building to a location on the lot that would not require a variance. Staff confirmed. Staff pointed to the exhibit and added if built within the foot print there would not be a variance requirement.

Board member Holt questioned staff regarding the number of parking spaces if the building is set back. Staff pointed to the exhibit and added that it would eliminate parking spaces additional to the number of spaces replaced by the building.

Board member Maynard questioned staff regarding parking spaces being replace in the front if the building is set back. Staff confirmed.

Board member Kamerman made a motion to approve Case VC17-003. Board member Vallario seconded.

The motion to approve Case VC17-003 carried by the following vote:

Aye: 4 – Kamerman, Allee, Vallario, and McNosky

Nay: 1 – Maynard

- 4b** Request for a variance to certain provision of Section 3.29-Parking Requirements of the Land Development Code, specifically a variance to the minimum number of off-street parking spaces, on Lots 2A & 3A, Block 1, of the Thompson Terraces Subdivision, located at 5017 Colleyville Boulevard, Case VC17-005

Shane Pace presented an update on the status of the case to the Board. He stated that the applicant has formally requested to withdraw and close the case, therefore no action needs to be taken by the board at this time. He went on to state that all property owners within 200 feet of the subject property have been notified of case being withdrawn.

5. ADJOURNMENT

The meeting adjourned at 7:57 p.m.

Minutes were written and prepared by:



Araceli Botello

Planning Technician

The meeting minutes were approved on May 9, 2017, by a vote of 5-0.

RESOLUTION R-17-4134

**A RESOLUTION APPROVING CITY COUNCIL ACTION
UNDER BUSINESS AT THE REGULAR CITY COUNCIL MEETING OF
MAY 16, 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 16TH DAY OF MAY 2017.

Mayor Richard Newton	_____	Place 4, George Dodson	_____
Place 1, Tammy Nakamura	_____	Place 5, Nancy Coplen	_____
Place 2, Bobby Lindamood	_____	Place 6, Mike Taylor	_____
Place 3, Kathy Wheat	_____		

ATTEST:

CITY OF COLLEYVILLE

Amy Shelley, TRMC
City Secretary

Richard Newton
Mayor