



City of Colleyville City Council Agenda

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

Tuesday, October 10, 2017

WORKSESSION - 5:00 PM EXECUTIVE CONFERENCE ROOM - THIRD FLOOR

CALL TO ORDER

- WS-1** Discussion of the future use of Bidault House and Webb House
- WS-2** Glade Road Project update
- WS-3** Discussion of nominations to the Tarrant Appraisal District Board of Directors
- WS-4** Discussion of meeting dates for a discussion and overview of Land Development Code priorities
- WS-5** Discussion of the October 10, 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 551.072 - Real Estate - Deliberate the purchase, exchange, lease, or value of real property for City facilities - Glade Road Project Phase 1B and 2A

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

Section 551.074 - Personnel – Update regarding City personnel administration from 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.
COUNCIL CHAMBERS**

INVOCATION: Pastor Ricky Texada, Covenant Church

PLEDGE OF ALLEGIANCE: City Attorney Whitt Wyatt

2. EXECUTIVE SESSION READING AND PUBLIC HEARING: CONSIDER AND TAKE ANY ACTION(S) NECESSARY RELATIVE TO ITEMS DISCUSSED IN EXECUTIVE SESSION - RESOLUTION R-17-4181

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 Michael Kinsey obtaining the rank of Eagle Scout

Recognition of Employees' Years of the Service

4. CONSENT: READING AND PUBLIC HEARING - Resolution R-17-4182

4a Approval of the minutes of the regular City Council meeting of September 19, 2017

4b Approval to purchase five Chevrolet Tahoe patrol vehicles, from Caldwell Country Chevrolet, in an amount not to exceed \$159,268, bid through the State of Texas Cooperative Purchasing Program, and authorize the city manager to execute all purchasing documents

4c Approval of the sale of found property, seized items, obsolete and non-serviceable equipment, and vehicles

4d Approval to use the Voluntary Library Fund in Fiscal Year 2018 (FY 2018), for the purchase of library materials, collection processing supplies, and library programs, in an amount not to exceed \$160,000

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

5a Ordinance O-17-2032

Consideration of a zoning change from the R-20 Single Family Residential zoning district to the CPO Professional Office zoning district on Lot 24, Block 2, of the Fair Way Addition, located at 8308 Precinct Line Road, Case ZC17-015

5b Ordinance O-17-2033

Consideration of a zoning change from the CC-1 Village Retail zoning district to the CC-2 Shopping Center zoning district on Tract 2C03, Abstract 206, in the BBB & C RY Survey, located at 4917 Colleyville Boulevard, Case ZC17-016

6. TABLED: RESOLUTION(S): READING AND PUBLIC HEARING**6a Resolution R-17-4171**

Consideration of a minor plat for the Stowe Addition, on property legally described as Tract 2A, Abstract 1692, in the Joseph White Survey, located at 816 Shelton Drive, Case PC17-005

7. RESOLUTION(S): READING AND PUBLIC HEARING**7a Resolution R-17-4183**

Consideration of a replat on property legally described as Lot 1R, Block 1, of the Oak Knoll West Subdivision, located at 5112 Oak Timbers Court, Case PC17-013

7b Resolution R-17-4184

Consideration of appointments to the Colleyville Economic Development Corporation

7c Resolution R-17-4185

Consideration of appointments to the Historical Preservation Committee

7d Resolution R-17-4186

Consideration of appointments to the Library Board

7e Resolution R-17-4187

Consideration of appointments to the Metroport Teen Court Advisory Board

7f Resolution R-17-4188

Consideration of appointments to the Planning and Zoning Commission

7g Resolution R-17-4189

Consideration of appointments to the Zoning Board of Adjustment

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

9. REPORTS

Special Events Ad Hoc Committee Minutes - August 2, 2017

Water and Wastewater Rate Advisory Committee Minutes - August 22, 2017

Special Events Ad Hoc Committee Minutes - September 6, 2017

Annual activity report of the Colleyville Economic Development Corporation

10. ACTION/RESOLUTION: DISCUSSION AND CONSIDERATION OF A RESOLUTION RATIFYING COUNCIL AGENDA ACTION FOR OCTOBER 10, 2017 - READING AND PUBLIC HEARING - RESOLUTION R-17-4190**11. ADJOURNMENT**

I hereby certify this agenda was posted on City Hall bulletin boards Friday, October 6, 2017 by 5:00 p.m.

Christine Loven, TRMC
Assistant City Secretary

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

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

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



City of Colleyville City Council Agenda Briefing

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

Agenda Number WS-1
Type Worksession
Department City Manager

Agenda Date 10/10/2017

Title

Discussion of the future use of Bidault House and Webb House

Strategic Plan

5.1 Create and sustain an identifiable Colleyville brand

Explanation

In August 2017, Hidell and Associates Architects was engaged to conduct an assessment of the Bidault House and the Webb House. The assessment includes structural integrity, building systems, finishes, and layout. The report (attached) recommends the repairs and modifications necessary to enable the structures to be used for public purposes, as well as estimates of the associated costs. Staff will provide a presentation that summarizes the findings and recommendations in the report, and seeks direction from the City Council on the desired future use of these properties and feedback on the repair recommendations.

Attachments

1. Bidault House and Webb House Presentation
2. Final Report

Bidault House & Webb House Property Assessment

October 10, 2017
City Council Worksession

Objective



- Perform a thorough investigation of the Bidault House and Webb House to assess the modifications required for public use

Bidault House

1416 Glade Road



Webb House

400 Shelton Drive



Assessment



- Contracted with Hidell and Associates Architects, Inc.
- Provide an assessment of the properties' current conditions
 - Structural integrity
 - Building systems
 - Finishes
 - Layout
- Provide recommendations for repairs and associated costs to enable the structures to be used for public purposes

Bidault House Assessment

Bidault House: 360 degrees



South



East



North



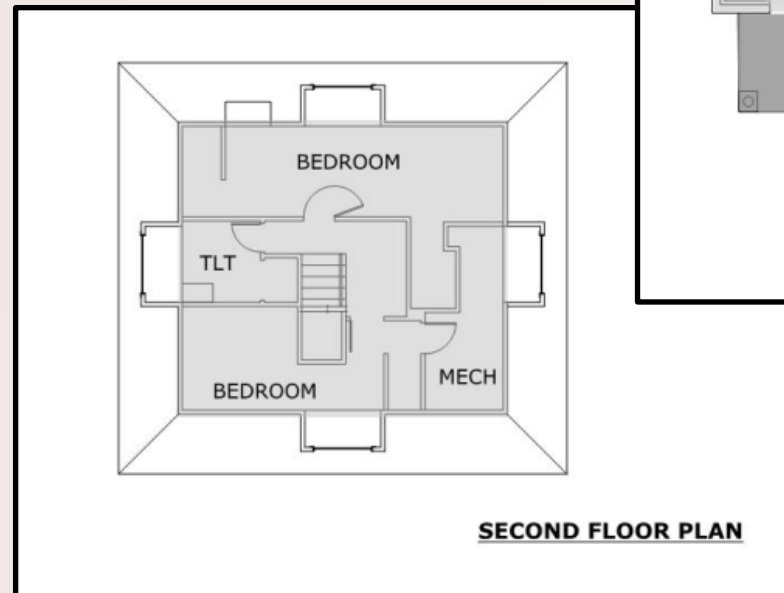
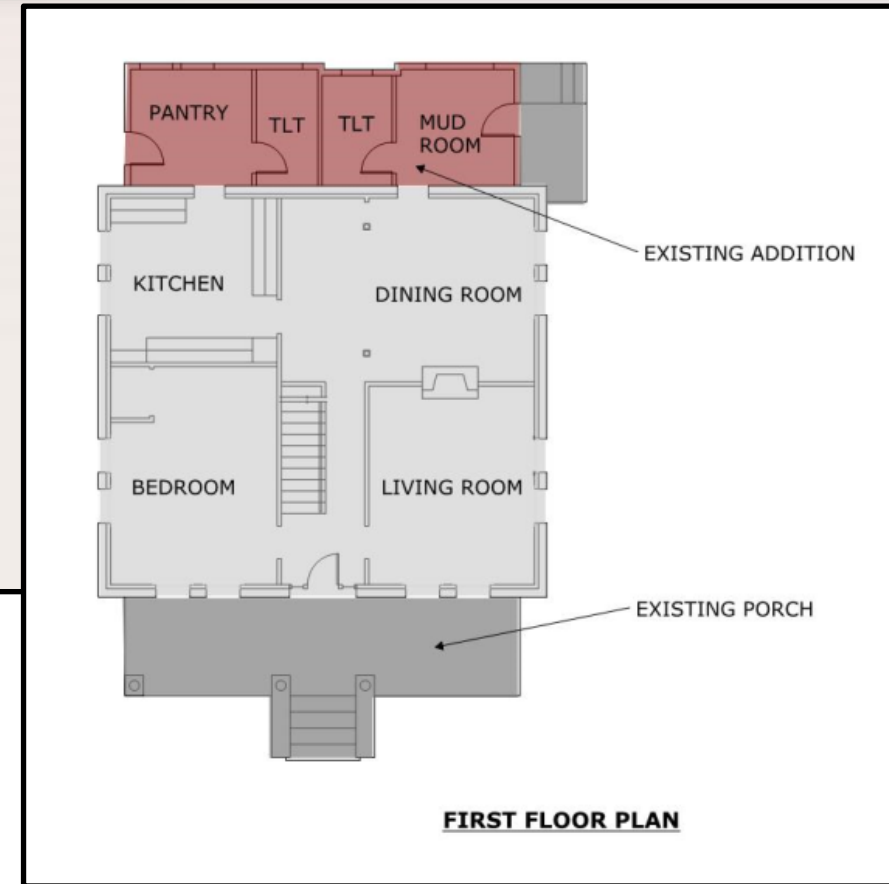
West

Bidault House: Background

- Approximately 0.846 acres
- Originally constructed in 1911
- Two-story residential property
- Single story detached garage
- Addition (318 s.f.) added to the north of the structure (date unknown)
- Given a Texas Historical Commission designation in 1980



Bidault House: Configuration



Bidault House: Current Condition



- No paved parking
- Exterior recently painted and generally in good condition
- Asphalt shingle roof generally in good condition
- Windows are original and generally in good condition
- HVAC is split system:
 - Gas furnace in 2nd floor attic area (less than 15 years old and appears to be in good working order)
 - Condensing unit at grade on east side of house (over 15 years old and recommended to be replaced)

Bidault House: Current Condition



- Water & sewer service present – plumbing will need to be revised to meet accessibility standards and improve flexibility of interior layout
- Electrical service has modern circuit panel with copper wiring distribution to outlets and light fixtures, but does not meet code requirements
- Detached garage generally in good shape
- Site includes an existing well with pump-house



Bidault House: Requirements



Requirements are based on use of the facility for public occupancy, to meet code and accessibility standards.

ZONING REQUIREMENTS

- Using the property for commercial or governmental purposes will require an SUP.

BUFFER REQUIREMENTS

- 25' set back on east and north property lines
- 20' greenbelt of "live" planting
- 6' height fence at property line

LANDSCAPE REQUIREMENTS

- 20% of the total land area in any proposed development shall be landscaped.
- At least 50% of the total landscaped area shall be in the street yard.

ADA REQUIREMENTS

- Accessible route from handicap parking to facility. This will require a new ramp system.
- The entry door shall be a minimum of 32" wide with a threshold less than 1/4"
- If the second floor is used for public purposes it shall be accessible per ADA standards, which would require an elevator. This report assumes the second floor will not be used.
- The interior configuration shall include a minimum of (1) ADA accessible restroom.
- If used for assembly purposes with an interior space with over 49 occupants, a second exit will be required to be ADA accessible.

Bidault House: Requirements



Requirements are based on use of the facility for public occupancy, to meet code and accessibility standards.

PLUMBING FIXTURE REQUIREMENTS

- The ultimate use of the facility will dictate the allowable occupancy and restroom fixtures required. For the purposes of this review, the most stringent occupancy has been used (A-3) assembly. Due to the size of the first floor (1211 s.f.) it is reasonable to assume the occupancy load would range between 38-48.

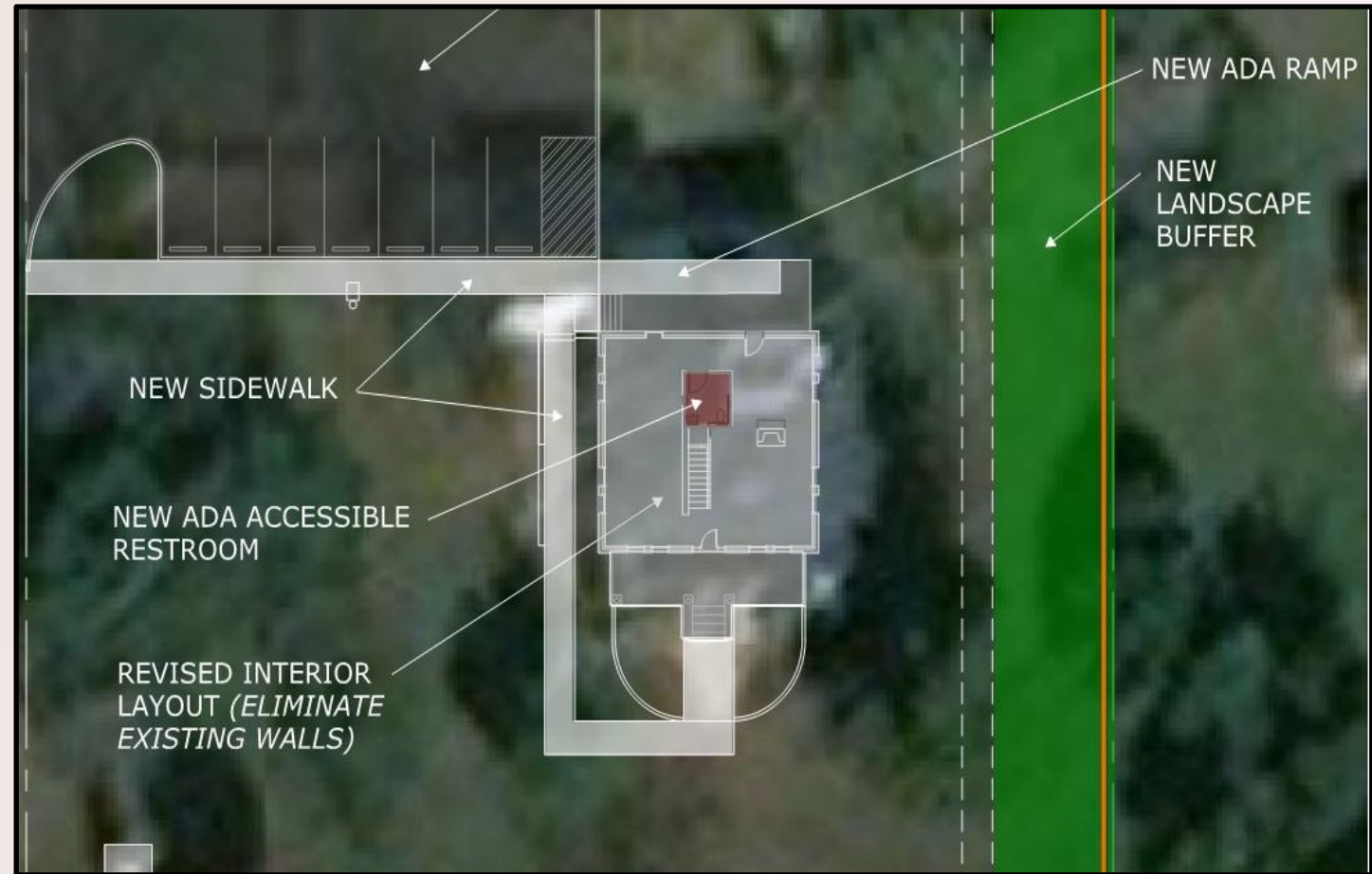
PARKING REQUIREMENTS

- Classified as a Museum, office or government building will require one space for every 300 sf (7 spaces)
- One handicap space per Texas Accessibility Standards

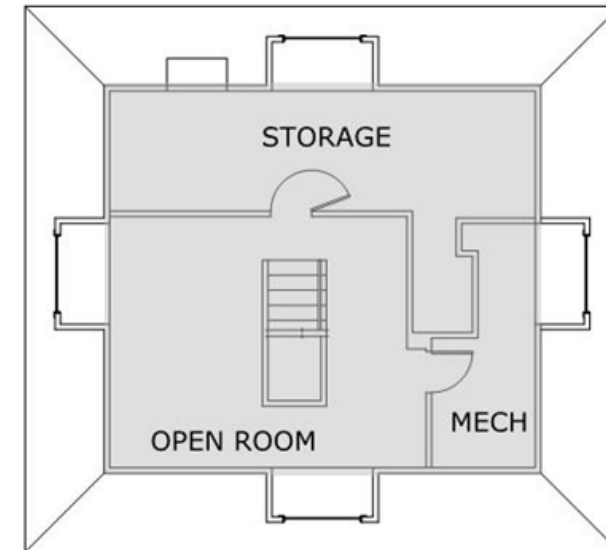
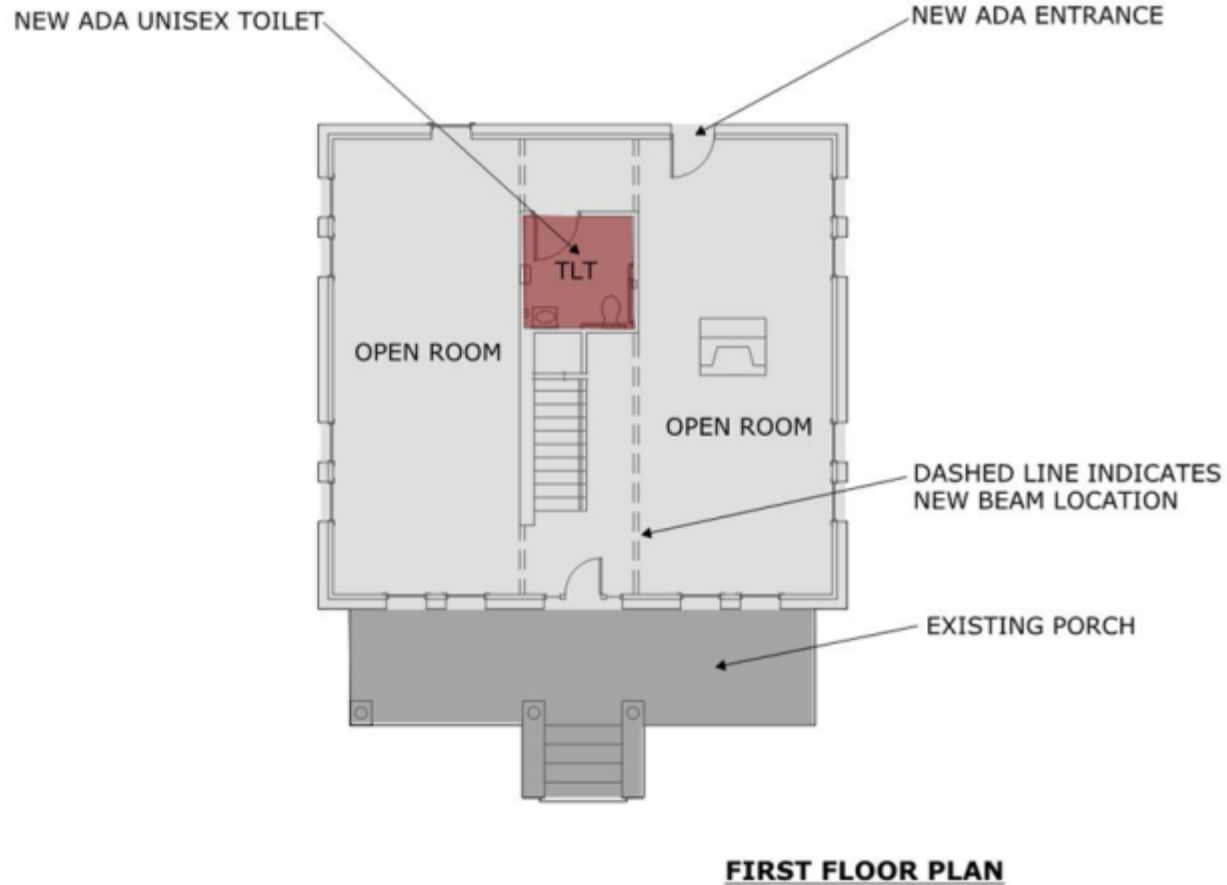
HISTORICAL DESIGNATION REQUIREMENTS

- The Historic Designation from the Texas Historical Commission relates to the exterior architectural character of the structure, specifically the pressed concrete block exterior.
- The addition on the north end of the structure is not constructed of the cast concrete block and has foundation issues. The addition can be removed pending approval by the Texas Historical Commission and could be replaced with the new ramp required for ADA compliance.

Bidault House: Repairs



Bidault House: Repairs



This report assumes the second floor will remain, but will not be used by the public.



Bidault House: Cost Estimates

SITE COST

New parking lot and street access	\$64,000
New sidewalk from structure to public way	4,750
New ADA accessible ramp	15,000
New privacy fence	6,200
New parking lot lighting	9,000
<u>Landscaping</u>	<u>By Owner</u>
Sub total	\$98,950

TOTAL COST

Sub total Site Cost	\$98,950
Sub total Structure Cost	121,660
<u>Engineering Fees</u>	<u>20,000</u>
Total Project Cost	\$240,610

STRUCTURE COST

Demo existing addition	\$15,900
Restore existing north wall	25,920
Interior wall configuration	9,200
New ADA restroom	21,000
New HVAC system	16,000
New flooring (hardwood)	10,800
Interior painting	3,600
<u>New electrical service, distribution, lighting</u>	<u>19,240</u>
Sub total	\$121,660

Bidault House: Potential Uses



- Museum for public education open a few days each month
 - Rent for commercial use (individual has expressed interest)
-

For the individual interested in operating the Bidault House as a tea room-type facility, the following stipulations have been expressed:

- The City bears the cost of the initial investment, to bring the building up to a "blank canvas" point; individual would bear additional costs to provide for use as a tea room and pay rent
- A minimum of 20 parking spaces
- Individual would also be willing to negotiate purchase of the building for an amount similar to the City's purchase and investment

Webb House Assessment

Webb House: 360 degrees



South



East



North



West

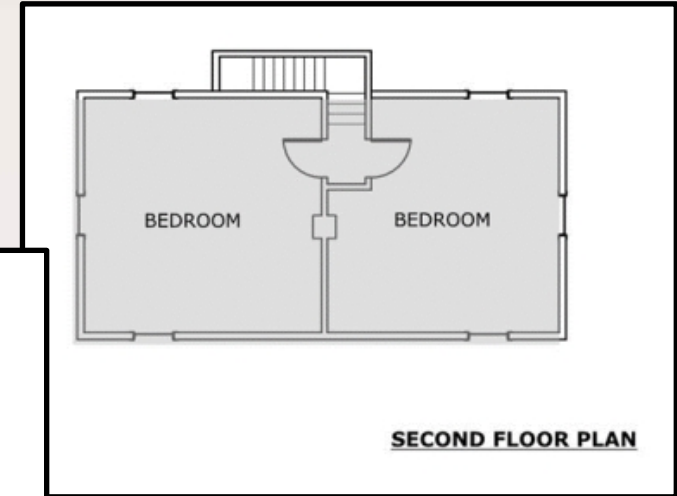
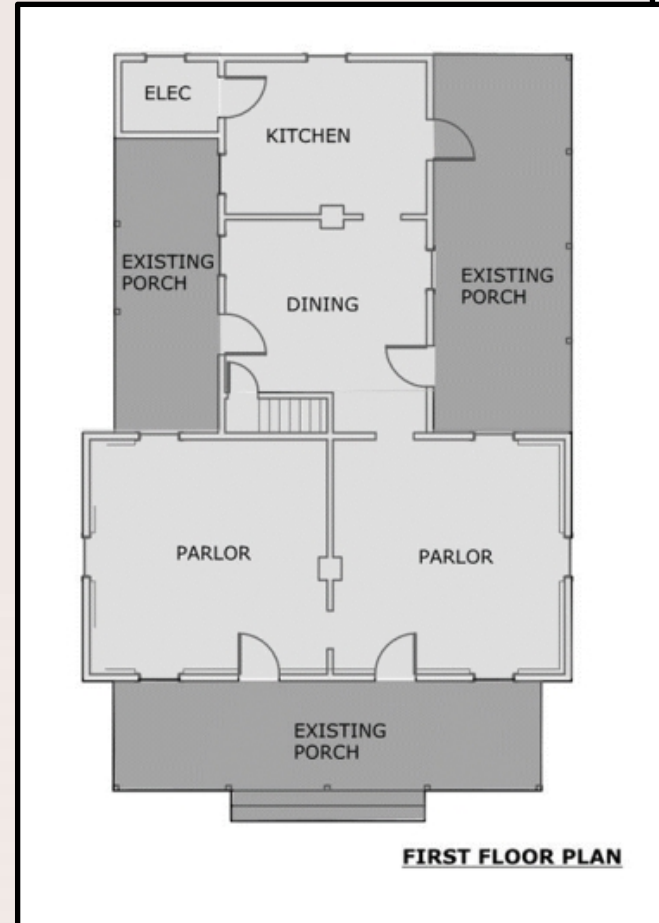
Webb House: Background



- Two-story residential property
- Original construction date unknown
- Modified in 2002
- Site of approximately 3.03 acres
- Connection to the Cotton Belt Trail via paved path



Webb House: Configuration



Webb House: Current Condition



- 12 off-street parking spaces (1 handicap)
- Interior finishes generally in good condition
- HVAC is close to its lifespan
- New electrical service in 2002 renovation
- Exterior consists of wood siding and a wood shingle roof- both require repair/replacement
- Site includes single-story detached accessible restroom (2002)
 - The restroom is located at grade, below the finished floor of the existing home structure. To use the restroom, the public is required to exit the structure, and walk, without benefit of a cover (canopy, roof) to the restroom. For many public occupancy uses, this path of travel to a restroom violates code requirements.



Webb House: Current Condition



- Windows are original and generally in good condition
- Structure was inspected in 2015 and tested positive for lead based paint on the exterior and interior of the structure.
 - Any repairs or renovations which disturb the existing lead based paint are subject to best standard practices for removal and remediation.
 - Two options concerning the paint- removal (abatement) or encapsulation. Encapsulation will require the existing surfaces with paint to be coated or new walls installed over them.
- Water & sewer service present – plumbing will need to be revised to meet accessibility standards and improve flexibility of interior layout

Webb House: Requirements



Requirements are based on use of the facility for public occupancy, to meet code and accessibility standards.

ZONING REQUIREMENTS

- Met

PARKING REQUIREMENTS

- Met

LANDSCAPE REQUIREMENTS

- Met

PLUMBING FIXTURE REQUIREMENTS

- The ultimate use of the facility will dictate the allowable occupancy and restroom fixtures required. For the purposes of this review, the most stringent occupancy has been used (A-3) assembly. Due to the size of the first floor (914 s.f.) it is reasonable to assume occupancy load would range between 30-40.

ADA REQUIREMENTS

- Accessible route from handicap parking to facility. This will require a new ramp system.
- The entry door shall be a minimum of 32" wide with a threshold less than 1/4"
- If the second floor is used for public purposes it shall be accessible per ADA standards, which would require an elevator. This report assumes the second floor will not be used.
- If restrooms are located inside the structure, they must be ADA compliant.
- If used for assembly purposes with an interior space with over 49 occupants, a second exit will be required to be ADA accessible.

Webb House: Requirements



Requirements are based on use of the facility for public occupancy, to meet code and accessibility standards.

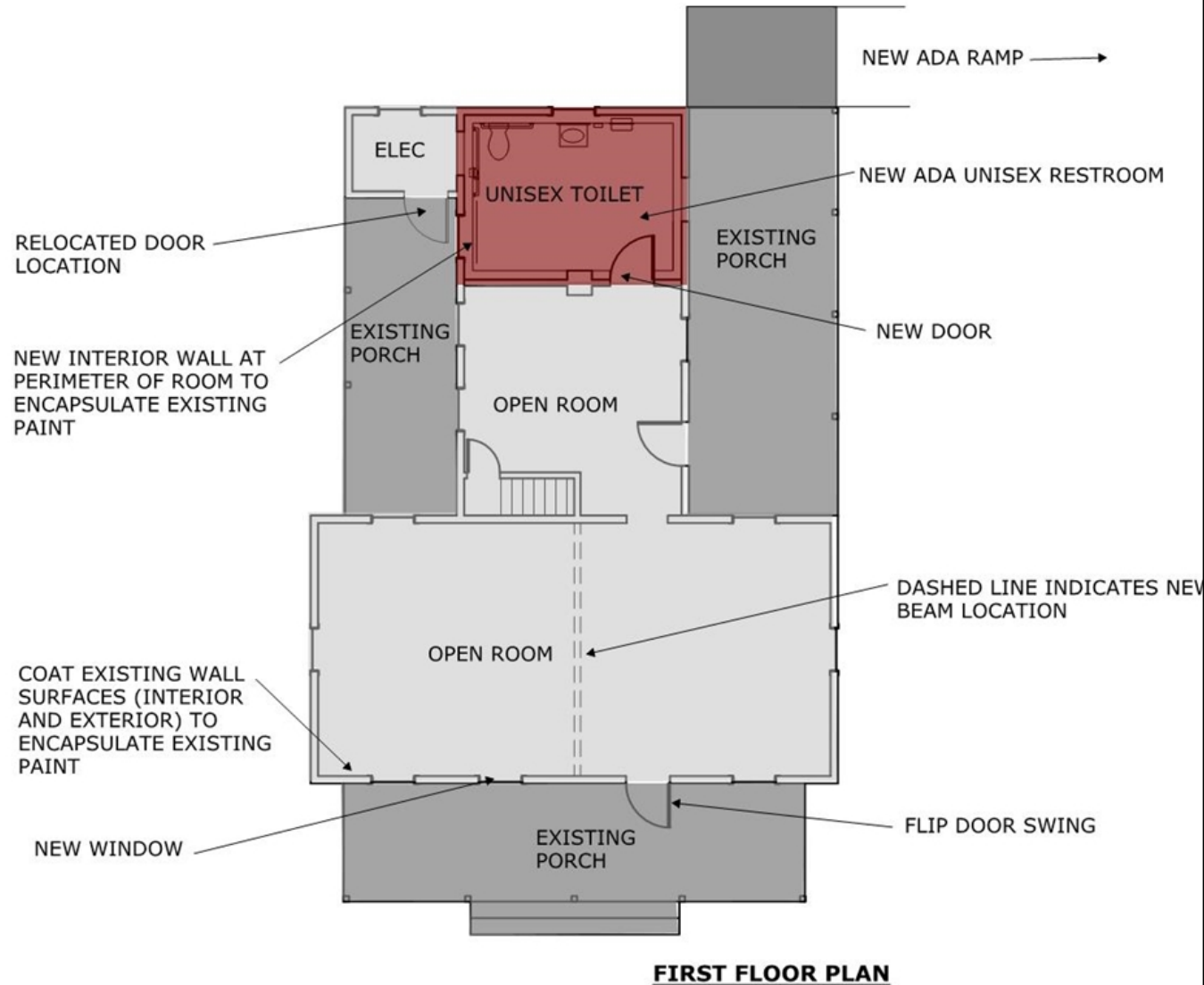
LEAD BASED PAINT HANDLING

- If these coatings are disturbed during renovations the workers are subject to the requirements in OSHA Construction Standard for Lead (CFR 1926.62).
- In addition to OSHA worker protection requirements any waste generated by the operations that would disturb these materials should be considered potentially hazardous and waste characterization should be performed prior to offsite waste shipment, to determine the proper disposal requirements.
- The report includes cost for two options: Total removal of all Lead Based Paint and encapsulation of the Lead Based Paint. It should be noted that all renovations should be done by an EPA Lead-Safe Certified Renovator who will know how to safely work around lead paint and keep it from spreading during renovations. It is assumed encapsulation is the preferred method.

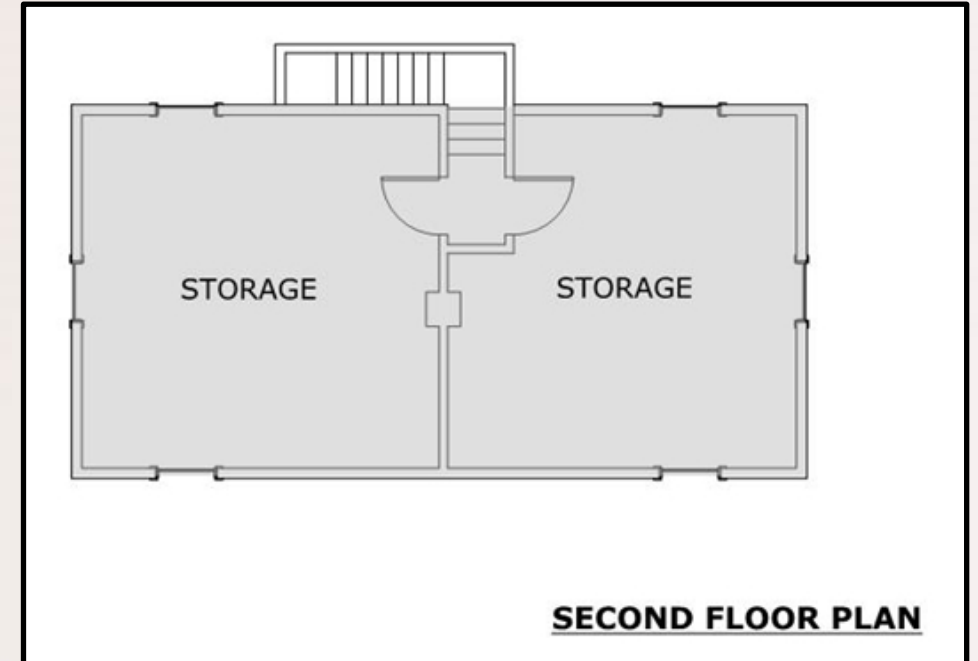
Webb House: Repairs



Webb House: Repairs

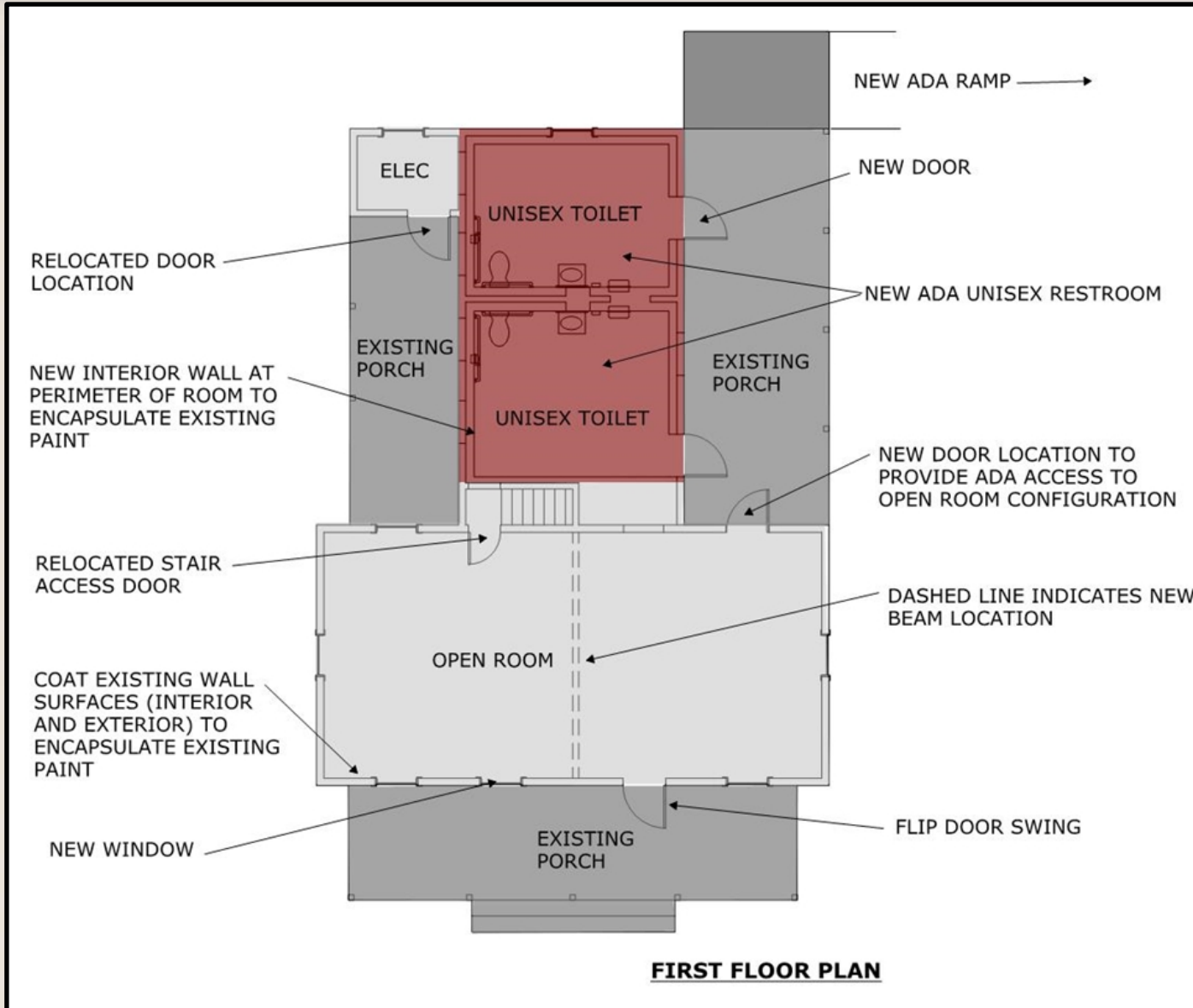


Trail Restroom Option

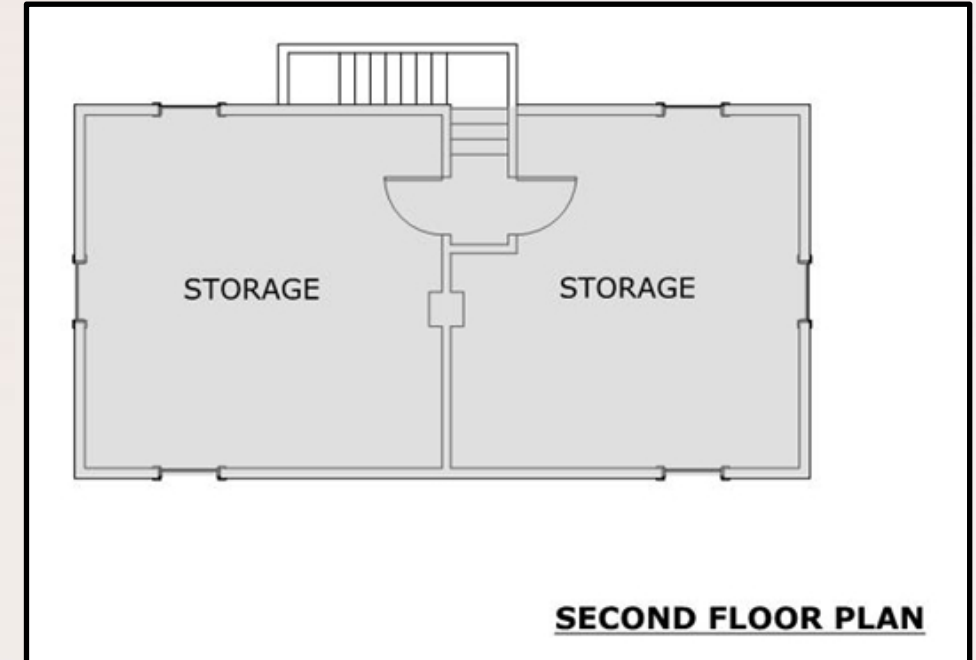


This report assumes the second floor will remain, but will not be used by the public.

Webb House: Repairs



Public Meeting Use Option



This report assumes the second floor will remain, but will not be used by the public.

Webb House: Cost Estimates



SITE COST

Demo existing detached restroom	\$12,600
New ADA ramp	18,000
New concrete sidewalk (structure to path)	2,400
<u>Landscaping</u>	<u>By Owner</u>
Sub total	\$33,000

STRUCTURE COST (TRAIL RESTROOM OPTION)

New ADA unisex restroom (2)	\$42,000
New roof	26,226
Interior room reconfiguration	11,200
Exterior siding, trim, column repair	12,400
New HVAC system	16,000
Revised electrical (power & lighting)	4,800
Lead Paint Encapsulation & limited abatement	36,000
<u>Interior and exterior painting</u>	<u>3,800</u>
Sub total	\$152,426

<u>Engineering Fees</u>	<u>\$20,000</u>
<u>TOTAL PROJECT COST</u>	\$205,426

SITE COST

Demo existing detached restroom	\$12,600
New ADA ramp	18,000
New concrete sidewalk (structure to path)	2,400
<u>Landscaping</u>	<u>By Owner</u>
Sub total	\$33,000

STRUCTURE COST (PUBLIC MEETING ROOM OPT)

New ADA unisex restroom (1)	\$21,000
New roof	26,226
Interior room reconfiguration	6,200
Exterior siding, trim, column repair	12,400
Revised HVAC system	2,400
Revised electrical (power & lighting)	2,400
Lead Paint Encapsulation & limited abatement	36,000
<u>Interior and exterior painting</u>	<u>3,800</u>
Sub total	\$110,426

<u>Engineering Fees</u>	<u>\$15,600</u>
<u>TOTAL PROJECT COST</u>	\$159,026

Questions and Discussion

ASSESSMENT OVERVIEW

INTRODUCTION

Hidell and Associates Architects, Inc. was retained in August 2017 to perform a thorough investigation of two existing city properties to assess the modifications required to update the structures for public use. The assessment includes recommendations regarding repairs and requirements to meet current code and accessibility standards. The two properties are the Bidault House and Webb House. Both properties are existing residential structures.

This report includes an assessment of the properties current conditions, evaluating the structural integrity, building systems, finishes, and layout. The recommendations include repairs and associates cost to enable the existing structures to be used for public purposes.

The Bidault House is a two-story residential property, originally constructed in 1911 and was given a Texas Historical Commission designation in 1980. The property has not been reviewed for a specific use, however, the report includes recommendations to improve the overall flexibility of the interior layout.

The Webb House is a two-story residential property that was modified in 2002, updating the interior layout and providing site improvements. The site is in good repair, providing accessible off-street parking and connection to the cotton belt trail, via a paved path. This report includes recommendations to modify the existing site and structure to accommodate restrooms for users of the Cotton Belt Trail. The report also includes general repairs and interior modifications for general use.

THE BIDAULT HOUSE

Built in 1911 the Bidault house has been recognized by the Texas Historical Commission and is registered as a historical landmark.



Front Façade of Bidault House



Texas Historical Commission Designation

GENERAL INFORMATION

- The property is located at the northeast corner of Bluebonnet Dr and West Glade Rd (1416 Glade Rd., Colleyville, TX)

SITE

- The site is approx. 0.846 acres with a residential structure and a single story detached garage structure. The site does not include paving for vehicular access or parking. The site vegetation includes mature trees, native grass, and limited shrub landscaping at the perimeter of the structures. The site is generally flat in elevation with a gentle slope from west to east.

RESIDENTIAL STRUCTURE

- The two-story residential structure is 2,160 s.f. The following is an assessment of the current conditions:
 - o The home's exterior has recently been painted and is generally in good condition.
 - o The first floor incudes 1,211 s.f. of original structure built from 1905 to 1911. A 318 s.f. addition was added to the north of the existing structure (date of completion unknown).
 - o The first-floor interior layout appears to have received minor modifications over the years, but remains generally residential in layout with eight rooms of varying size.

COLLEYVILLE PROPERTY ASSESSEMENT

- o The second floor is 631 s.f. The layout appears to be original with two bedrooms, one restroom, and access to a mechanical attic area.
- o The roof is asphalt shingle and is in generally in good condition. The date of the roof is unknown.
- o The windows are original and generally in good condition. Due to the age of the windows, their operation was not tested during inspection. It is assumed that any public use of the facility will not require the windows to be operable.
- o The HVAC is a split system with a gas furnace in the 2nd floor attic area and a condensing unit at grade on the east side of the house. The furnace appears to be in good working order, less than 15 years old. The fan was engaged during the review process. The condensing unit was operational during the review, but given the age (over 15 years old) and visual inspection of the coils, pump and motor, it is recommended to be replaced.
- o The home includes water and sewer service. The plumbing layout will need to be revised to meet accessibility standards and improve the flexibility of the overall layout.
- o The electrical service has a modern circuit panel with copper wiring distribution to outlets and light fixtures.



Existing living room configuration



Existing dining room configuration

COLLEYVILLE PROPERTY ASSESSEMNT

OUTBUIDLING

- The outbuilding is a single story (357 s.f.) detached garage.
 - o The outbuilding is generally in good shape.
 - o The exterior appears to be recently painted and new doors have been fabricated and installed. No modifications or repair are need for this structure, assuming it will remain as a storage facility.
 - o The site includes an existing well with pumphouse. The age of the well and pumphouse are unknown. The well is in the southwest quadrant of the property adjacent to the Bluebonnet Drive.



Existing well and pump house

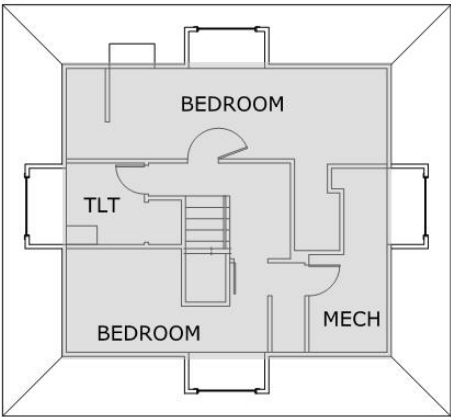


Existing outbuilding (Garage)

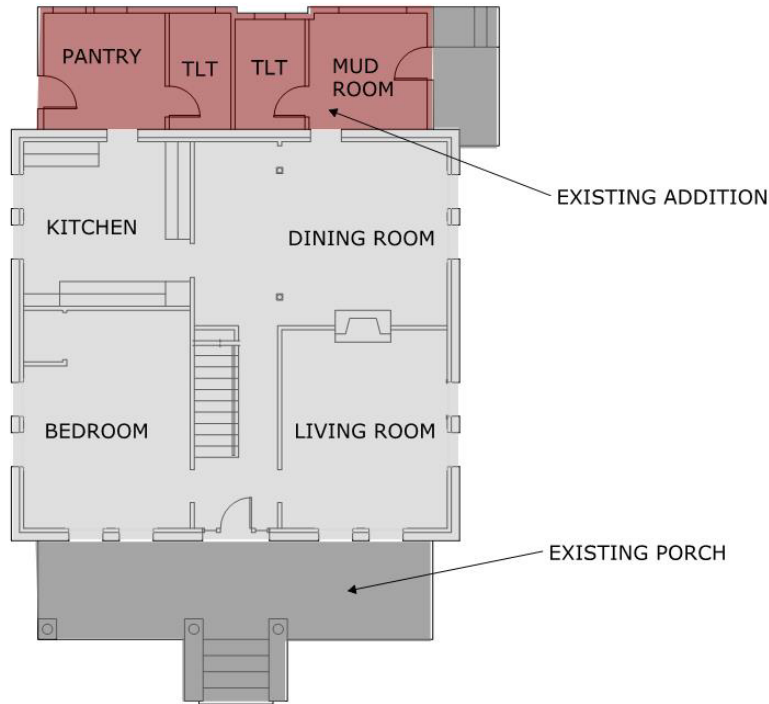
EXISTING SITE CONFIGURATION



EXISTING STRUCTURE CONFIGURATION



SECOND FLOOR PLAN



FIRST FLOOR PLAN

REQUIREMENTS

The property requirements are based on use of the facility (site and structure) for public occupancy. The following area list of requirements to meet code and accessibility standards. These requirements are mandatory for use of the facility for public functions.

ZONING REQUIREMENTS

- The property is currently zoned R40? (Single Family Residential District) Using the property for commercial or governmental purposes will require an SUP.

BUFFER REQUIREMENTS

- 25'-0" set back on east and north property lines
- 20'-0" greenbelt of "live" planting
- 6'-0" height fence at property line

LANDSCAPE REQUIREMENTS

- Twenty percent (20% of the total land area in any proposed, development shall be, landscaped. At least fifty percent (50%) of the total landscaped area shall be in the street yard. This report assumes all landscaping requirements will be performed by City of Colleyville crews.

PARKING REQUIREMENTS

- Classified as a Museum, office or government building will require one space for every 300 sf (7 spaces)
- One handicap space per Texas Accessibility Standards



Existing living room configuration



Existing dining room configuration

ADA REQUIREMENTS

- Accessible route from handicap parking to facility. This will require a new ramp system. Based on the adjacent grades, the homes finish floor is approximately 28" above the proposed parking grade.
- The entry door shall be a minimum of 32" wide with a threshold less than ¼"
- If the second floor is used for public purposes it shall be accessible per ADA standards, which would require an elevator. This report assumes the second floor will not be used.
- The interior configuration shall include a minimum of (1) ADA accessible restroom.
- If the facility is used for assembly purposes with an interior space with over 49 occupants a second exit will be required to be ADA accessible.

PLUMBING FIXTURE REQUIREMENTS

- The ultimate use of the facility will dictate the allowable occupancy and restroom fixtures required. For the purposes of this property review, the most stringent occupancy has been used (A-3) assembly. Due to the size of the first floor (1211 s.f.) it is reasonable to assume with storage and restrooms; the occupancy load would range between 38-48.

HISTORICAL DESIGNATION REQUIREMENTS

- The Bidault House is Registered with the Texas Historical Commission, receiving a Historic Designation in 1980. This designation relates to the exterior architectural character of the structure, specifically the pressed concrete block exterior. The addition can be removed pending approval by the Texas Historical Commission. The ramp providing an accessible route from handicap parking to facility could be added in its place. This will require a new ramp system based on the finish floor of the house at 3'-0" above parking grade.

- The RTHL designation of Bidault House does legislatively require 60 days prior-notice of any work on the exterior of the building to allow time for the Texas Historical Commission Division of Architecture to review and consult on the preservation best-practices as guided by the Secretary of Interior's Standards. After the consultation process is complete the owner may choose to do what they desire work wise, but the law ensures the owners has been educated on what is most acceptable for their historic property in terms of preservation.
- **How to Submit an RTHL Review**
 - Submit a cover letter fully describing the project scope along with supporting documentation (i.e. photographs, and if available any drawings, site plans, specifications, etc.) for the exterior of each building to the mailing below. Faxes and email are not accepted.



The existing first floor is raised above the existing grade



The existing structure includes a single-story addition on the north. The addition is not constructed of the cast concrete block.

REPAIRS

The repairs are based on visual inspection of the facility in September 2017. No plans or property maintenance were reported at the time of the inspection. The following repairs are based on achieving a code and accessible site and structure.

SITE

- A concrete parking lot shall be constructed with access from Bluebonnet Drive. The parking lot shall include 7 regular spaces (9'-0" wide x 18'-0" deep) and 1 handicap accessible space.
- Concrete sidewalks shall be installed that provide an accessible route from Bluebonnet Drive and the new parking area to the existing structure. This will include a concrete ramp system approx. 30'-0" in total length.
- The current landscape is minimal. It is recommended to remove the existing shrubs and plant appropriate vegetation at the perimeter of the existing structure. This would include a new irrigation system.
- New vegetation and irrigation is recommended at the perimeter of the existing outbuilding.

STRUCTURE

- The existing house's exterior is in good shape and has been recently painted. The exterior shall be power washed with any peeling paint removed and those areas repainted.
- The existing house includes an addition of unknown age. The addition has foundation issues and the north side of the addition is sinking. If the addition remains, the foundation will need to be repaired with concrete piers.
- The addition can be removed pending approval by the Texas Historic Commission. The Texas Historic Commission was contacted regarding this option and was generally favorable of returning the home to its original configuration (circa 1911). Should the City choose to remove the addition, repair will be required to the existing north façade to restore it back to its original condition. This will include masonry repair and installation of period appropriate windows and doors.

INTERIOR LAYOUT

- The existing house's interior layout is generally original with the first floor divided into smaller rooms typical of a residential structure. It is recommended several of the interior walls be removed to provide a larger more flexible space.
- Elimination of existing walls will require new beam installation to support the second-floor area.

- The structural integrity of the home is dependent upon the second-floor framing. This report assumes the second floor will remain, but will not be used by the public.
- The second-floor layout shall be simplified, eliminating non-structural walls.
- A new unisex toilet is code required and the interior layout should accommodate accessible access.
- It is recommended the new interior layout include a small storage room adjacent to the unisex toilet to accommodate a variety of functions that might need various types of furniture or equipment.
- All existing walls shall be repaired and repainted.
- The existing flooring surfaces (wood, carpet and vinyl) shall be removed complete. Depending upon use of the facility a new floor finish (hardwood) is recommended based on the character and age of the home.

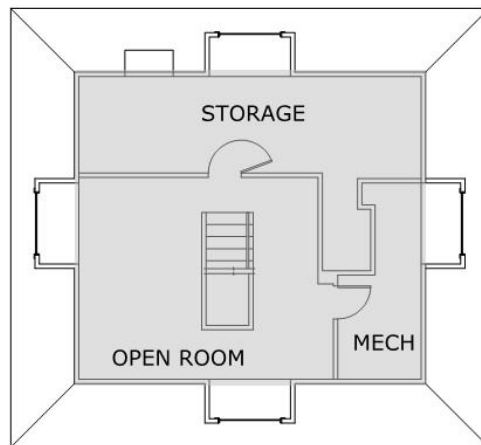
SYSTEMS (Mechanical, Electrical and Plumbing)

- The existing condensing unit shall be replaced complete. The existing air handling unit in the second-floor attic shall be serviced.
- A new interior layout and ADA accessible restroom will require the new plumbing routed to the existing service locations. A new water meter will be required.
- It is recommended the existing electrical system be upgraded. The system is original and in working order, however it does not meet all new code requirements. The new electrical system shall include a new main panel and distribution wiring to revised outlet and light fixture locations.
- The exterior lighting on site shall be re-used. New lighting will be required at the accessible exit.
- New site lighting will be required for the parking lot and accessible route.

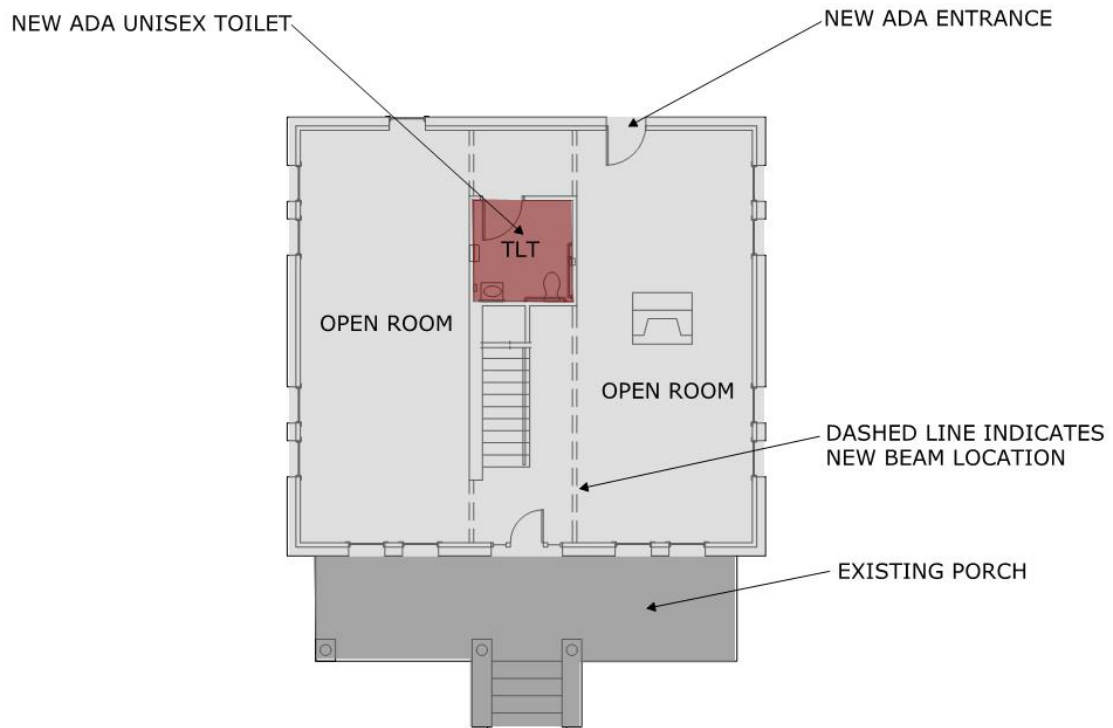
REQUIREMENTS AND REPAIR DIAGRAM (SITE)



REQUIREMENTS AND REPAIR DIAGRAM (STRUCTURE)



SECOND FLOOR PLAN



FIRST FLOOR PLAN

ESTIMATE OF CONSTRUCTION COST

SITE COST

New parking lot and street access	\$64,000
New sidewalk from structure to public way	\$4,750
New ada accessible ramp	\$15,000
New privacy fence	\$6,200
New parking lot lighting	\$9,000
Landscaping	By Owner
Sub total	\$98,950

STRUCTURE COST

Demo existing addition	\$15,900
Restore existing north wall	\$25,920
Interior wall configuration	\$9,200
New ADA restroom	\$21,000
New HVAC system	\$16,000
New electrical service, distribution and lighting (200 amp)	\$19,240
New flooring (hardwood)	\$10,800
Interior painting	\$3,600
Sub total	\$121,660

TOTAL COST

Subtotal Site Cost	\$98,950
Subtotal Structure Cost	\$121,660
Engineering Fees	\$20,000
Total Project Cost	\$240,610

Pricing Notes:

- All cost include contractor overhead and profit
- Engineering fees are estimate of drawings and testing required

THE WEBB HOUSE

Located adjacent to the Cotton Belt Trail, the site and structures have been improved over the years



Webb House interior



Webb House exterior entry

GENERAL INFORMATION

- The property is located at the northwest corner of Bransford Rd. and Shelton Dr. (400 Shelton Drive, Colleyville, TX)

SITE

- The site is approx. 3.03 acres with a residential structure and a single story detached restroom structure. The site has been improved over the years and includes 12 off-street parking spaces, including one ADA accessible space. A concrete path connects the property and structures to the Cotton Belt Trail. The site includes a picket fence at the perimeter of the Webb House structure. The existing vegetation includes mature trees, native grass and limited shrub landscaping. The site is generally flat with minimal slope.
- Due to the condition and amenities of the site, the report assumes minimal changes will be necessary for public use of the Webb House structure.

RESIDENTIAL STRUCTURE

- The two-story residential structure is 1,828 s.f. The following is an assessment of the current conditions:
 - o The structure was renovated in 2002 with updates to the interior layout, an exterior ramp, and a detached restroom.

- o The exterior consists of wood siding and a wood shingle roof. Both the siding and roof are showing signs of weathering and will require repair/replacement.



Existing kitchen configuration



Existing ramp and restroom

- o The interior finishes are in good shape.
- o The 2002 renovation included a new electrical service (200 amp), and a new HVAC system.
- o The existing HVAC system is close to its lifespan and in need of service if the existing interior configuration remains.
- o The electrical system is working and has ample capacity.
- o The structure was inspected in 2015 for the existence of Lead Based paint. The results indicate positive tests for paint found on the exterior and interior of the structure. Any repairs or renovations which disturb the existing Lead Based Paint are subject to best standard practices for removal and remediation. The City has two options concerning the paint, removal (abatement) or encapsulation. Encapsulation will require the existing surfaces with paint to be coated or new walls installed over them.
- o The first-floor includes 914 s.f. of original structure (originally construction date unknown). The structure was renovated in 2002.
- o The first-floor interior layout was modified in 2002, opening up rooms and eliminating the existing restrooms.
- o The second floor is 513 s.f. The layout appears to be original with two bedrooms.
- o The roof is wood shingle and needs replacement.
- o The windows are original and generally in good condition. Due to the age of the windows, their operation was not tested during inspection. It is assumed that any public use of the facility will not require the windows to be operable.

- o The HVAC is a modified roof top unit, located at grade adjacent to the north façade of the home. The system is nearing its lifespan. Modification to the interior of the structure will necessitate replacement. Should this unit remain, having is services and screening it is recommended, as it is visible from the Cotton Belt Trail access path.
- o The home includes water and sewer service. The plumbing layout will need to be revised to meet accessibility standards and improve the flexibility of the overall layout.
- o The electrical service was modified in 2002 with a 200-amp panel and copper wiring distribution to all outlets and light fixtures. The existing light fixtures are period appropriate, however, are not efficient. The original light switches (push button) have been utilized. Should the type of occupancy change, new light fixtures and switching will be required.

OUTBUIDLING

- The outbuilding is a single story (120 s.f.) detached restroom.
 - o The outbuilding is generally in good shape.
 - o The restroom is located at grade, which is below the finish floor of the existing home structure. To access the restroom the public is required to exist the structure and navigate on the site uncovered. For many public occupancies uses, this path of travel to a restroom would violate code requirements.



South façade and Handicap parking

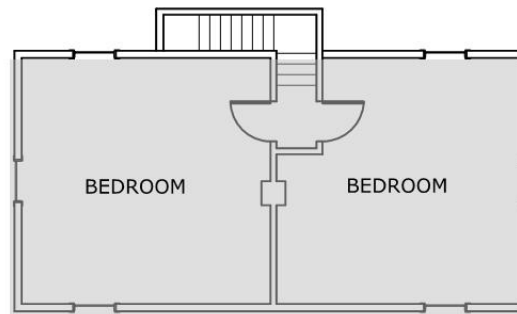


North and west facades

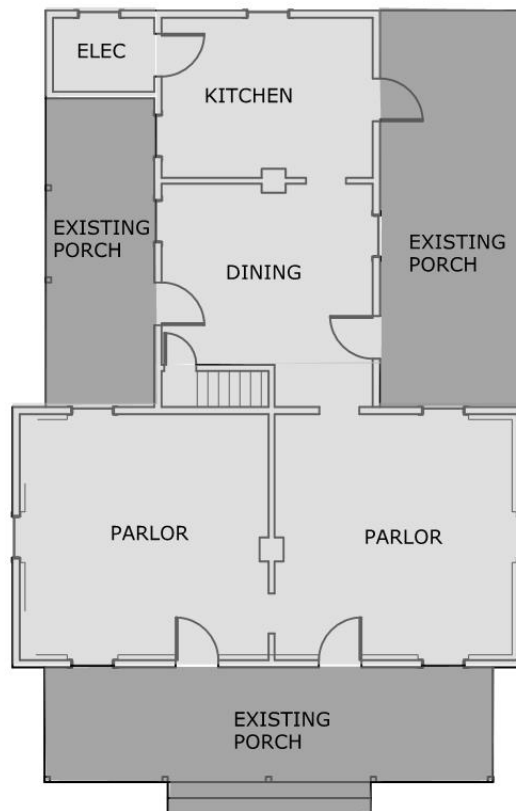
EXISTING SITE CONFIGURATION



EXISTING STRUCTURE CONFIGURATION



SECOND FLOOR PLAN



FIRST FLOOR PLAN

REQUIREMENTS

The property requirements are based on use of the facility (site and structure) for public occupancy. Due to recent improvement of the site the parking, zoning, and landscaping all meet current code standards. The following are a list of requirements to meet code and accessibility standards. These requirements are mandatory for use of the facility for public functions.

ADA REQUIREMENTS

- o Accessible route from handicap parking to facility. This will require a new ramp system. The existing ramp does not meet ADA standards for slope, landings, and railings. Based on the adjacent grades, the homes finish floor is approximately 18" above the proposed parking grade.
- o The entry door shall be a minimum of 32" wide with a threshold less than ¼"
- o If the second floor is used for public purposes it shall be accessible per ADA standards, which would require an elevator. This report assumes the second floor will not be used for public access.
- o The structure shall include a minimum of (1) ADA accessible restroom. The existing restroom structure on site meets current building code accessibility standards.
- o If the facility is used for assembly purposes with an interior space with over 49 occupants a second exit will be required to be ADA accessible.
- o If restrooms are located inside the existing structure, they will be required to be ADA compliant.

PLUMBING FIXTURE REQUIREMENTS

- o The ultimate use of the facility will dictate the allowable occupancy and restroom fixtures required. For the purposes of this property review, the most stringent occupancy has been used (A-3) assembly. Due to the size of the first floor (914 s.f.) it is reasonable to assume with storage and restrooms; the occupancy load would range between 30-40.

LEAD BASED PAINT HANDLING

- o The Webb House Structure is reported to be a historical home and not designed for continuous residency and does not meet the definition of target housing regarding HUD, Texas, or the RRP regulations, however, if these coatings are disturbed during renovations the workers are subject to the requirements in OSHA Construction Standard for Lead (CFR 1926.62). The OSHA Lead Regulations include provisions for training; written compliance programs; exposure

- assessments; notifications; engineering controls; and specified work practices depending on the work activity selected by the contractor.
- o In addition to OSHA worker protection requirements any waste generated by the operations that would disturb these materials should be considered potentially hazardous and waste characterization (including TCLP testing) should be performed prior to offsite waste shipment, to determine the proper disposal requirements.
 - o The report includes cost for two options: Total removal of all Lead Based Paint and encapsulation of the Lead Based Paint. It should be noted that all renovations should be done by an EPA Lead-Safe Certified Renovator who will know how to safely work around lead paint and keep it from spreading during renovations. It is assumed encapsulation is the preferred method.



Existing porch and steps (repair required)



Existing siding and trim (repair required)



Existing ramp (violates current ADA standards for slope, railing, and landing size)



Existing HVAC unit adjacent to north façade.

REPAIRS

The repairs are based on visual inspection of the facility in September 2017, and review of plans from the 2002 renovations and the Lead Based Paint inspection report dated 2015. The following repairs are based on achieving a code and accessible site and structure. A second option has been explored to create ADA accessible restrooms for use by Cotton Belt Trail users inside a portion of the existing structure.

SITE

- A concrete ADA accessible ramp shall be constructed. The ramp shall include new railing and landing areas which meet accessibility standards.
- The existing mature trees adjacent to the two-story structure shall be trimmed/eliminated. The existing vegetation impedes the visibility of the structure from the street, parking and adjacent trail.
- The existing mechanical unit, adjacent to the north façade is visible from the trail and should be screened with vegetation.
- New vegetation and irrigation is recommended at the perimeter of the existing building.
- Should the existing structure be modified for use as restrooms for Cotton Belt Trail users, the existing unisex toilet (detached) should be removed complete.

STRUCTURE

- The exterior of the two-story structure needs repair. The existing wood columns along the porch are showing signs of rot and should be replaced. The existing wood siding has paint peeling, exposing the raw wood to excessive weathering. All rotted wood siding and trim shall be replaced and painted.
- The existing porch flooring and steps are buckling and should be replaced.
- Additional site lighting should be installed. The configuration will be dependent upon the use of the building, however, for this report it is assumed a variety of light fixtures, ground mounted and pole lighting will be added to illuminate the path of travel and existing structure at night.
- The existing roof shall be replaced. The existing roof consists of architectural wood shingles, which are not required for replacement. The house is not subject to historic review; therefore, any complimentary roof system will be acceptable.

- The existing structure has five exterior doors. This is not required and a reconfiguration of the interior spaces will necessitate elimination of some of these doors.

INTERIOR LAYOUT

- The existing house's interior layout was modified in 2002. The interior condition is good, therefore repair modifications will be based on creating restrooms for Cotton Belt Trail users or enlarging rooms to provide additional flexibility in use.
 - o New ADA compliant restrooms (unisex) shall be located as to not disturb the existing wall surfaces, minimizing the Lead Based Paint abatement process. This report assumes two unisex restrooms located inside the existing structure with access from the west porch area.
 - o The interior layout flexibility can be improved by removing interior walls to create a large room on the first floor. This change will require a new beam and selective abatement of the Lead Based Paint.

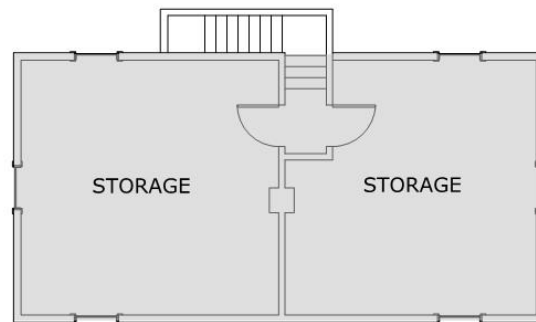
SYSTEMS (Mechanical, Electrical and Plumbing)

- Should the interior layout of the existing structure be modified the existing HVAC system will need to be modified to accommodate the revised layout and functions.
- Should the interior layout of the existing structure remain, the existing HVAC system should be serviced to ensure proper function.
- The electrical system is in good condition. Based on the preferred interior layout, the existing distribution (outlets and lighting) will need to be modified accordingly.
- The existing plumbing will need to be modified based on the preferred interior layout.

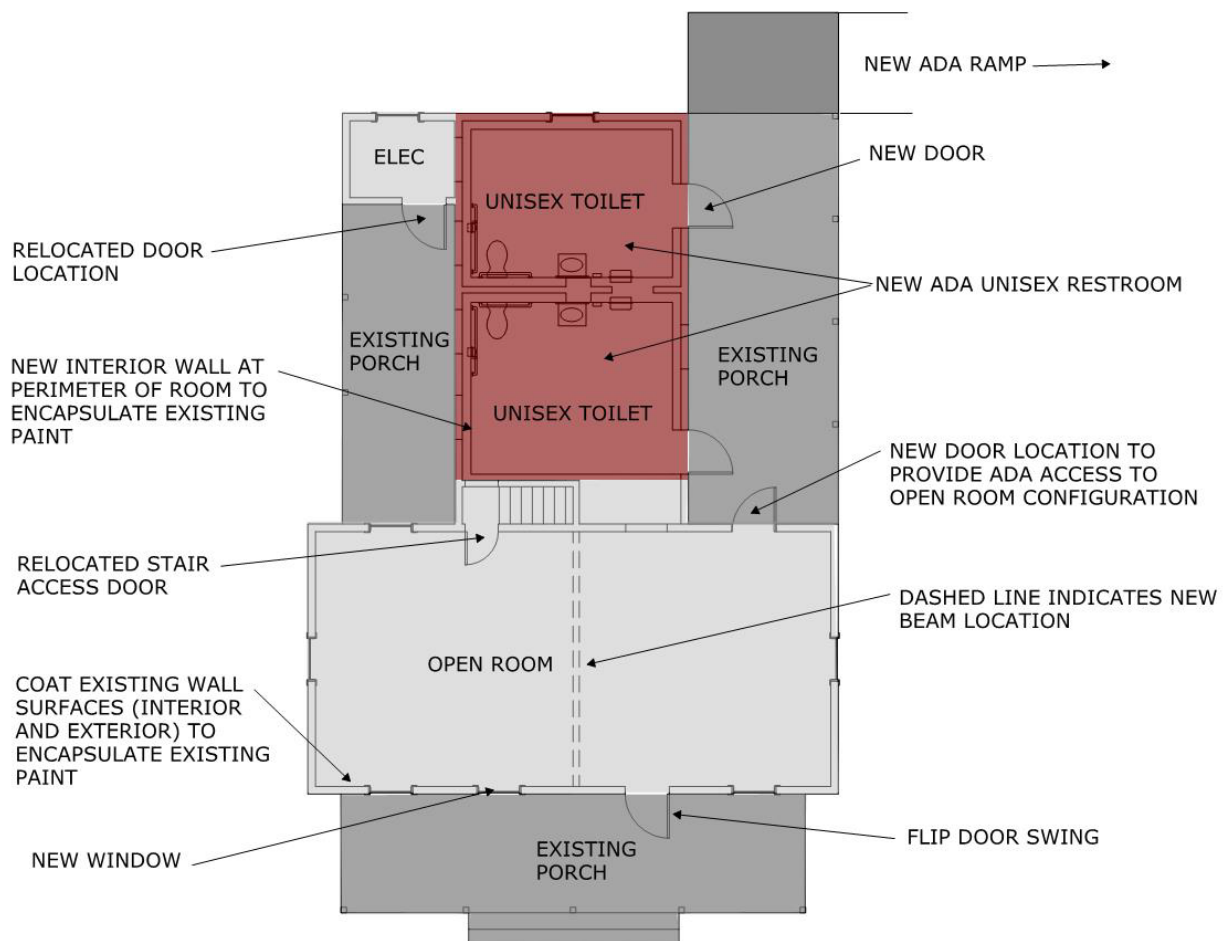
REQUIREMENTS AND REPAIR DIAGRAM (SITE)



REQUIREMENTS AND REPAIR DIAGRAM (TRAIL RESTROOM OPTION)

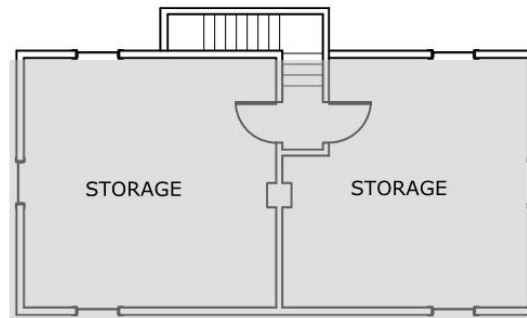


SECOND FLOOR PLAN

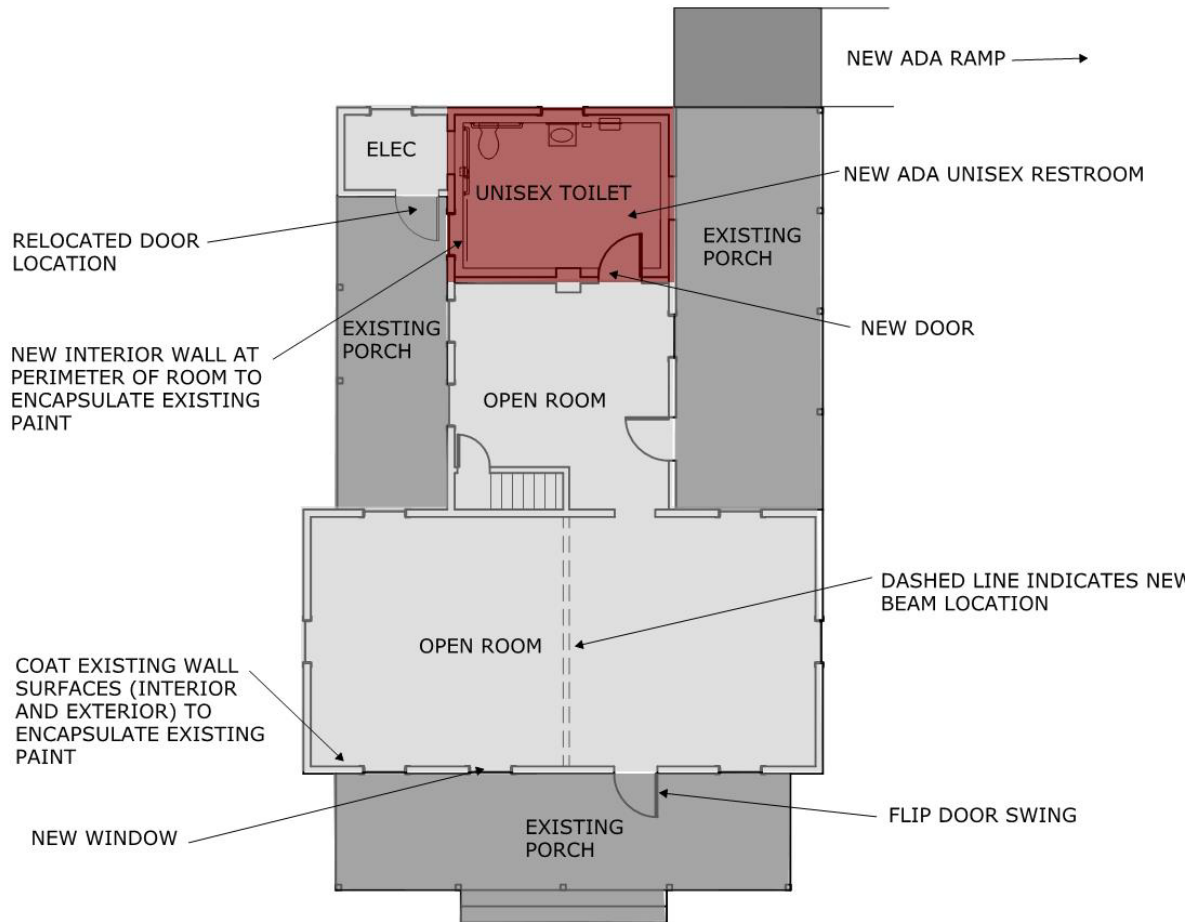


FIRST FLOOR PLAN

REQUIREMENTS AND REPAIR DIAGRAM (PUBLIC MEETING USE OPTION)



SECOND FLOOR PLAN



FIRST FLOOR PLAN

ESTIMATE OF CONSTRUCTION COST

SITE COST

Demo existing detached restroom	\$12,600
New ADA ramp	\$18,000
New concrete sidewalk from structure to existing path	\$2,400
Landscaping	By Owner
Sub total	\$33,000

STRUCTURE COST (TRAIL RESTROOM OPTION)

New ADA unisex restrooms (Quantity 2)	\$42,000
New roof	\$26,226
Interior room reconfiguration	\$11,200
Exterior siding, trim and column repair	\$12,400
New HVAC system	\$16,000
Revised electrical (power and lighting)	\$4,800
Lead Paint Encapsulation and limited abatement	\$36,000
Interior and exterior painting	\$3,800
Sub total	\$152,426
Engineering Fees	\$20,000
Subtotal of Site Cost	\$33,000
Total cost for trail restroom option	\$205,426

STRUCTURE COST (PUBLIC MEETING ROOM OPTION)

New ADA unisex restroom (Quantity 1)	\$21,000
New roof	\$26,226
Interior room reconfiguration	\$6,200
Exterior siding, trim and column repair	\$12,400
Revised HVAC system	\$2,400
Revised electrical (power and lighting)	\$2,400
Lead Paint Encapsulation and limited abatement	\$36,000
Interior and exterior painting	\$3,800
Sub total	\$110,426
Engineering Fees	\$15,600
Subtotal of Site Cost	\$33,000
Total cost for trail restroom option	\$159,026

STRUCTURE COST (EXISTING CONFIGURATION TO REMAIN)*Option assumes encapsulation of existing Lead Based Paint*

New roof	\$26,226
Exterior siding, trim and column repair and paint	\$12,400
HVAC system repair	\$2,400
Lead Paint Encapsulation and limited abatement	\$36,000
Interior and exterior painting	\$3,800
Sub total	\$80,826
Engineering Fees	\$12,000
Subtotal of Site Cost	\$33,000
Total cost for trail restroom option	\$125,826

STRUCTURE COST (EXISTING CONFIGURATION TO REMAIN)*Option assumes complete abatement of existing Lead Based Paint*

New roof	\$26,226
Exterior siding, trim and column repair and paint	\$12,400
HVAC system repair	\$2,400
Lead Paint abatement	\$118,000
Interior and exterior painting	\$3,800
Sub total	\$162,826
Engineering Fees	\$19,240
Subtotal of Site Cost	\$19,240
Total cost for trail restroom option	\$201,306

Pricing Notes:

- All cost include contractor overhead and profit
- Engineering fees are estimate of drawings and testing required



City of Colleyville City Council Agenda Briefing

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

Agenda Number WS-2
Type Worksession
Department Public Works

Agenda Date 10/10/2017

Title

Glade Road Project update

Strategic Plan

3.1 Upgrade the condition of major roads and neighborhood streets

Explanation

Staff will present an update and lead a discussion on the Glade Road Project and at the conclusion of the discussion staff will be seeking guidance from the City Council on the specifics of the preferred limits of the next phase of construction.

The design consultant has recommended we consider the following phasing for the remaining sections of Glade Road Phase 1 and Phase 2.

Build Phase 1B along with the entirety of Phase 2 (Phase 2A and Phase 2B) as a single project. Some of the benefits of this approach include improved bidding, reduced overall construction time, reduced overall cost, and improved constructability.

Improved Bidding

- Phase 2B would only be approximately 0.6 mile long. By itself it may not be as attractive to contractors, similar to Phase 1A. Approximately \$2.6M construction cost.
- If bid as a single project it would be nearly two miles long with a roundabout. Approximately \$7.8M construction cost.

Reduced Overall Construction Time

- If bid separately there is the potential of having to wait until Phase 1B/2A is complete to start Phase 2B, or have two contractors work simultaneously
- Shorter construction time since certain phases from each project could be completed simultaneously
- Reduce the total duration the public is impacted by construction on Glade

Reduced Overall Cost

- A larger project would likely attract more quality contractors and a more competitive bid
- Creates savings in mobilization costs and cost savings in materials with larger quantities purchased
- Creates cost savings by eliminating temporary tie-in at east end of Phase 2A

Improved constructability

- Eliminate extra coordination between contractors where the projects adjoin, coordinating phasing and detours

Attachments

1. Glade Road Project Update Presentation

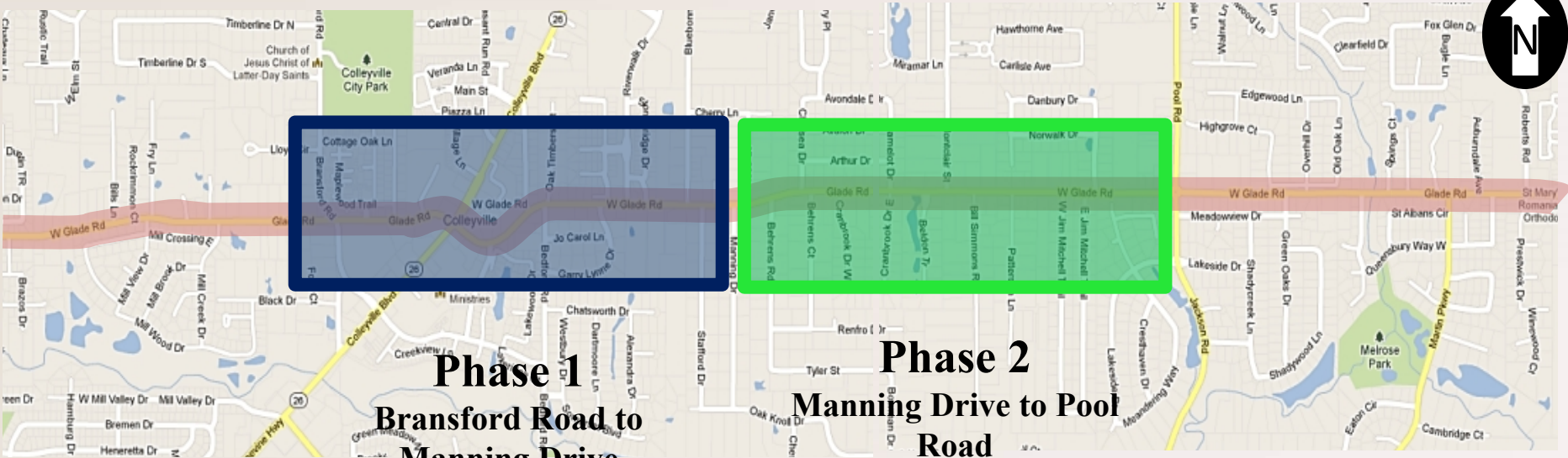
Glade Road Project Update

City Council Meeting
October 17, 2017

Purpose



To provide the City Council with a general update on the Glade Road Project and seek direction on the limits of the upcoming phases of the project.



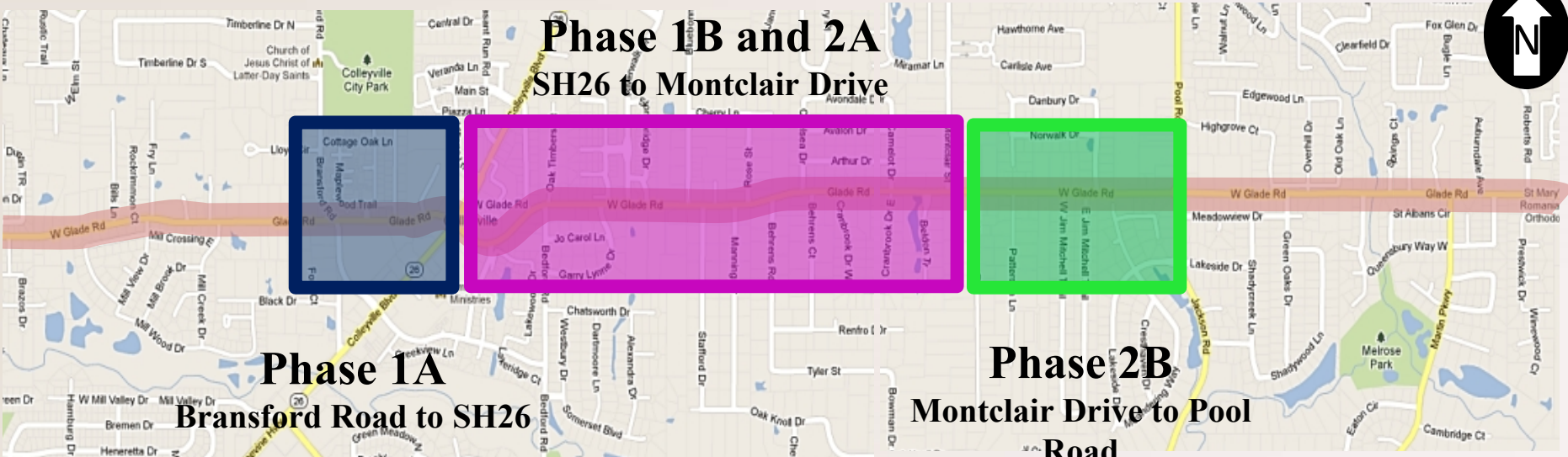
Current Phasing Concept



Phase 1B and 2A
SH26 to Montclair Drive

Phase 1A
Bransford Road to SH26

Phase 2B
Montclair Drive to Pool
Road



Recommended Phasing Concept



The design consultant has recommended that we consider the following phasing for the remaining sections of Glade Road Phase 1 and Phase 2.

Build Phase IB along with the entirety of Phase II (Phase IIA and Phase IIB) as a single project. Some of the benefits of this approach include:

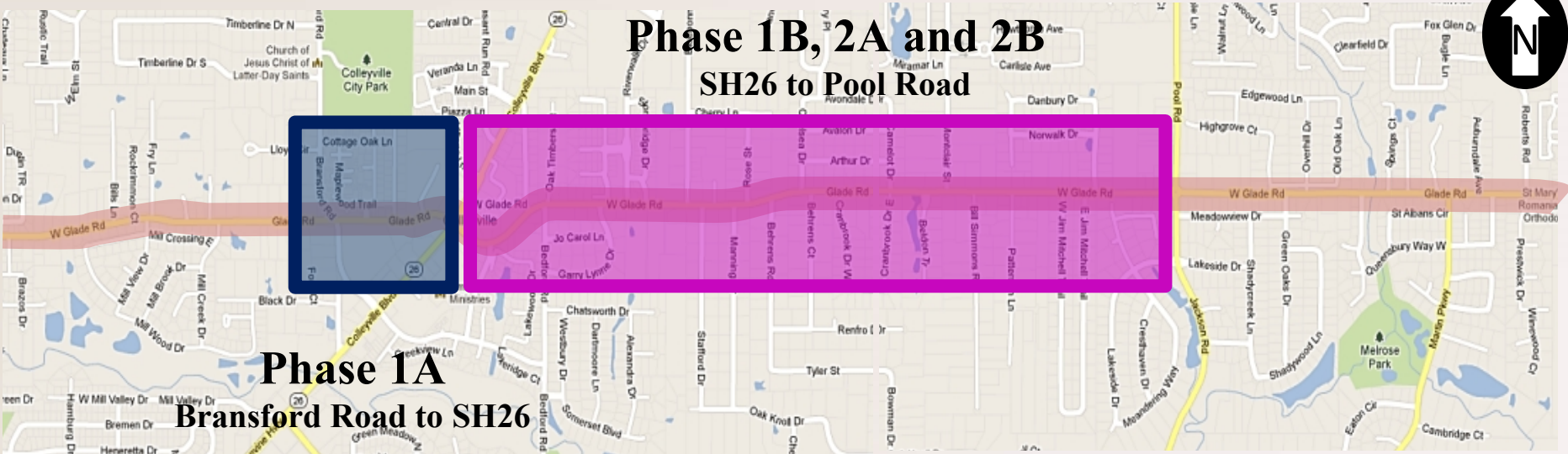
- Improved bidding
- Reduced overall construction time
- Reduced Overall Cost
- Improved constructability

Recommended Phasing Concept



Phase 1B, 2A and 2B
SH26 to Pool Road

Phase 1A
Bransford Road to SH26



Questions and Discussion



City of Colleyville City Council Agenda Briefing

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

Agenda Number WS-3

Agenda Date 10/10/2017

Type Presentation and Discussion

Department City Secretary

Title

Discussion of nominations to the Tarrant Appraisal District Board of Directors

Strategic Plan

1.1 Actively involve and engage stakeholders

Explanation

The Tarrant Appraisal District (TAD) is seeking nominations for candidates to serve on the Board of Directors. The terms of service for the five members of the current Board of Directors will expire on December 31, 2017. Each voting unit may nominate one candidate for each of the five positions to be filled, but are not required to make any nomination or may nominate any number up to five. Nominations must be submitted to the Chief Appraiser as a resolution or official action adopted by the City Council, by October 15, 2017.

The current TAD Board of Directors are:

Joe Potthoff, Chairman

Johnny Bennett

John Molyneaux, Secretary

Michael O'Donnell

Mark Wood

Ron Wright, (Tarrant County Tax Assessor-Collector)

In order to be eligible to serve as directors, the 2017 nominees must have resided in Tarrant County for at least two years prior to January 1, 2018. They may serve on the governing body of a taxing unit in the County and still be eligible to serve as a Director. However, an employee of a taxing unit is prohibited from serving as a Director unless that employee is also an elected official of the governing body. A Director may not be related to a person who is in the business of appraising property for property tax purposes or represents property owners for compensation in proceedings in the appraisal district or appraises property for use in a proceeding in the appraisal district or who is employed by the appraisal district. A person is ineligible to serve as a director if the individual, or a business in which the individual has a substantial interest, enters into a contract with the appraisal district or enters into a contract with a taxing unit in the district, if that contract relates to the performance of an activity governed by Title I of the Texas Property Tax Code (for example, appraising

property for tax purposes or determining eligibility for exemptions). A substantial interest exists where the individual and spouse have a combined ownership of at least 10% of the voting stock or shares of a business, or either of them is a partner, limited partner or an officer.

Based on the 2016 adjusted tax levy, Colleyville will have 21 votes to cast for the election, which will take place by December 15, 2017, according to the attached letter from TAD.

At the direction of City Council, a resolution can be prepared for presentation at the October 17, 2017 City Council meeting and per TAD the resolution will be accepted by TAD until October 19, 2017.

Attachments

1. TAD Correspondence dated September 5, 2017



Jeff Law
Executive Director
Chief Appraiser

September 5, 2017

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

Dear Mrs. Fadden:

The terms of service for our five members of the Board of Directors will expire on December 31, 2017 and it is time to begin the process of conducting an election.

Based on the amount of the 2016 adjusted tax levy imposed by each eligible taxing unit, we have calculated the number of votes for your entity. The enclosed list will provide you with that information.

The first step in the procedure is the nomination of candidates. Each voting unit may nominate one candidate for each of the five positions to be filled. You are not required to make any nomination or you may nominate any number up to five. The County Tax Assessor/Collector is automatically a non-voting member of the Board of Directors by law.

In order to be eligible to serve as directors, the 2017 nominees must have resided in Tarrant County for at least two years prior to January 1, 2018. They may serve on the governing body of a taxing unit in the County and still be eligible to serve as a Director. However, an employee of a taxing unit is prohibited from serving as a Director unless that employee is also an elected official of the governing body. A Director may not be related to a person who is in the business of appraising property for property tax purposes or represents property owners for compensation in proceedings in the appraisal district or appraises property for use in a proceeding in the appraisal district or who is employed by the appraisal district. A person is ineligible to serve as a director if the individual, or a business in which the individual has a substantial interest, enters into a contract with the appraisal district or enters into a contract with a taxing unit in the district, if that contract relates to the performance of an activity governed by Title I of the Texas Property Tax Code (for example, appraising property for tax purposes or determining eligibility for exemptions). A substantial interest exists where the individual and spouse have a combined ownership of at least 10% of the voting stock or shares of a business, or either of them is a partner, limited partner or an officer. If you have questions concerning the qualifications of nominees for a Board position, please call.

Letter to Taxing Units
Election of Board of Directors
September 5, 2017
Page 2

The nominations for Directors, which must be made in an open meeting of your taxing unit, should be submitted by the presiding officer to the Chief Appraiser in the form of a resolution or other official process adopted by the governing body by October 15, 2017, giving the names and addresses of the nominees. A current resume or vita is also helpful.

The appointment calendar is as follows:

By October 15, 2017	Nominations by resolution or official action
By October 30, 2017	Ballots listing nominees delivered to Presiding Officer
By December 15, 2017	Entity submits votes by resolution to Chief Appraiser
By December 31, 2017	Five (5) nominees receiving largest cumulative vote totals are elected
January 1, 2018	Board takes office for two year term

The duties of the Board are outlined in Chapter 6, Texas Property Tax Code. Again, if you have any questions, do not hesitate to call.

Sincerely,



Jeff Law
Executive Director
Chief Appraiser

JL:mm
Encl.



City of Colleyville City Council Agenda Briefing

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

Agenda Number WS-4

Agenda Date 10/10/2017

Type Worksession

Department City Secretary

Title

Discussion of meeting dates for a discussion and overview of Land Development Code priorities

Strategic Plan

4.3 Adopt best-practice planning and development processes

Explanation

The City Council has recently participated in a visioning workshop. As a result of the workshop, it was determined a discussion is needed to identify dates for a separate worksession to discuss the prioritization of amendments to the Land Development Code (LDC) and the best method for completing the entirety of the task.

Staff presented the attached list of amendments to the LDC at the August 1, City Council Worksession. At the worksession, the City Council confirmed the list was complete and the priority ranking satisfactory.

The attached list identifies the subject, chapter, estimated staff preparation time and estimated overall completion time, and indicates the need for outside assistance. Staff has attempted to identify and prioritize these amendments based on input and direction from the City Council over the past several months.

The list has primarily been arranged in ranking from high priority to lesser priority with a few less complicated amendments incorporated strategically in order to accomplish the list in a timely manner. Many of the top priorities were taken from the recently amended comprehensive plan, *Destination Colleyville*. The other amendments were either provided by the City Council or identified by staff for review.

The proposed timeline is very aggressive and will be a best case scenario. Staff will endeavor to follow this schedule as best as possible with the understanding that priorities can change and projects may shift depending on preferences, available resources, and outside influences.

Attachments

1. Proposed LDC Priority Amendments List

Proposed LDC Priority Amendments

Proposed LDC Amendment	Staff Prep*	Total Time (Final action)	Outside Participation	Source
Revise the LDC to require an accompanying conceptual plan and ability to condition approval of straight zoning requests (non-PUD) to ensure new developments are built in substantial compliance to the approved conceptual plan. (Chapter 3)	1 – 2 months Oct – WS (worksession)	3 – 4 months Nov – P&Z Dec – CC	Yes – need help verifying legality and proper procedure	City Council/ Comp Plan
Evaluate annexation process for areas in the City's ETJ, if any.	2 – 3 months Nov – WS	4 – 5 months Dec – P&Z Jan – CC	None	City Council
Revise setback regulations for fencing on corner lots. (Chapter 3) – Possible reduction in the setback required on the 'street' side yard.	1 – 2 months Nov - WS	3 – 4 months Dec – P&Z Jan – CC	None	Staff
Revise PUD-R development standards to establish rural frontage (character) standards along key roadways. (Chapter 3)	2 – 3 months Dec – WS	4 – 5 months Jan – P&Z Feb – CC	Yes	Comp Plan
Revise PUD-R standards to require appropriate transitions and quality open space. (Chapter 3) – More specifically, establish design and performance criteria for open space to maximize value creation, tree preservation, preservation of rural frontage along key roadways, etc.	4 – 6 months Dec - WS	6 – 8 months Jan – P&Z Feb – CC	Yes	Comp Plan
Replace Chapter 5: Tree Preservation chapter of the LDC.	3 – 4 months Jan - WS	5 – 6 months Feb – P&Z Mar – CC	None	Staff
Revise regulations for accessory buildings regarding definition, size, setbacks, and more. (Chapter 3)	2 – 3 months Feb - WS	4 – 5 months Mar – P&Z Apr – CC	None	Staff
Revise regulations for Servants Quarters regarding maximum size allowed. (Chapter 3) – Allow for larger size through SUP approval process	1 – 2 months Feb – WS	3 – 4 months Mar – P&Z Apr – CC	None	Staff
Clean up and revisions to Chapter 7: Signage	4 – 6 months Mar – WS	6 – 8 months Apr – P&Z May – CC	Very little, if any	Staff
Review Chapter 4: Landscaping and Buffering as it relates to buffers between residential and non-residential uses, and amend as appropriate.	1 – 2 months Apr – WS	3 – 4 months May – P&Z June – CC	None	Staff
Create an integrated regulatory tool (through a Corridor Zoning/Overlay District or similar tool) to achieve a mix of commercial uses, appropriate transitions and buffers, and desired character that is tailored to the 4 different sections of the Boulevard as described in the vision.	4 – 6 months May – WS	6 – 8 months June – P&Z July – CC	Yes – would be 1 st overlay district for Colleyville	Comp Plan
Create public realm and streetscape standards to complement private realm standards.	2 – 3 months June – WS	4 – 5 months July – P&Z Aug – CC	None	Comp Plan
Streamline all commercial design standards into one section of the LDC. (Chapter 6) – Building and site design	3 – 4 months July – WS	5 – 6 months Aug – P&Z Sep – CC	None	Comp Plan
Ensure environmental concerns are included in the LDC to limit development that may significantly harm the environment.	???	???	Yes	Comp Plan

*Lead time to prepare for initial presentation to City Council worksession



City of Colleyville City Council Agenda Briefing

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

Agenda Number WS-5

Agenda Date 10/10/2017

Type Worksession

Department City Secretary

Title

Discussion of the October 10, 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 10/10/2017

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 551.072 - Real Estate - Deliberate the purchase, exchange, lease, or value of real property for City facilities - Glade Road Project Phase 1B and 2A

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

Section 551.074 - Personnel – Update regarding City personnel administration from 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-17-4181

**A RESOLUTION APPROVING COUNCIL ACTION
REGARDING EXECUTIVE SESSION ITEMS AT THE REGULAR
CITY COUNCIL MEETING OF
OCTOBER 10, 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 10TH DAY OF OCTOBER 2017.

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

ATTEST:

CITY OF COLLEYVILLE

Christine Loven, TRMC
Assistant City Secretary

Richard Newton
Mayor



City of Colleyville City Council Agenda Briefing

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

Agenda Number 3

Agenda Date 10/10/2017

Type Announcements, Proclamations, and Presentations

Department City Secretary

Title

Proclamation in recognition of Michael Kinsey obtaining the rank of Eagle Scout

Recognition of Employees' Years of the Service

Attachments

1. Proclamation in recognition of Michael Kinsey - Eagle Scout
2. Fourth Quarter Employee Years of Service Recognition

Proclamation

CITY OF Colleyville, Texas

WHEREAS: Michael Kinsey has earned the rank of Eagle Scout, the highest honor in Scouting and a truly significant milestone; and

WHEREAS, the requirements for the Eagle Scout rank are to earn 21 merit badges must be achieved; rank advancements require Scouts to serve in various leadership roles, demonstrate specific skills, perform community service hours, teach one on one skills, and meet with both the Scoutmaster and an adult Board of Review for each rank advancement; and

WHEREAS, Michael became a Cub Scout in first grade and continued on in Cub Scouts through fifth grade when he received the Arrow of Light, and then bridged to Boy Scouts, joining Troop 28 in Colleyville. Michael became sick with Lyme disease at the end of fifth grade but continued to participate in Boy Scouts, completing his rank advancements from 2011 to 2017 to achieve Eagle Scout; and

WHEREAS, Michael's illness has prevented him from attending school for the last four years, however, to earn the Eagle Scout rank, a Scout must select a community service project to lead. Michael's illness inspired his project - documenting tick and disease existence in Texas. His project benefitted the Texas A & M College of Veterinary Medicine and citizens by helping identify areas where ticks are located and if they carry diseases. Tick kits were prepared that included supplies to perform a tick drag, directions and pre-paid shipping. Over \$5,000 was raised for pathogen testing. Texas Parks and Wildlife approved the project across the state park system. Texans were also educated on ticks through the website - www.tickdrag.com. Michael's project contributed more than 268 volunteer hours.

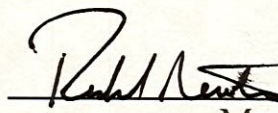
NOW, THEREFORE, I, RICHARD NEWTON, MAYOR OF THE CITY OF COLLEYVILLE, TEXAS, on behalf of the Colleyville City Council and citizens of Colleyville, do hereby congratulate and commend

MICHAEL KINSEY

for this lifetime achievement and encourage him to use the leadership skills he has learned and demonstrated to the betterment of mankind.

IN WITNESS WHEREOF, I do hereby set my hand and seal of the City of Colleyville, Texas, affixed this 10th day of October 2017.





Mayor



Employee Recognition – Years of Service Fiscal Year 2017 – Fourth Quarter

1 YEAR

Tiffany Camelin
Police

Ben Bryner
Community Development

Jason Fisch
Fire Department

Joshua Newman
Police Department

Chase Owens
Police Department

April Zablosky
Police Department

Zachary Watson
Police Department

5 YEARS

Cody Ashton
Recreation

Sandra Scott
Police Department

Brett Acosta
Public Works

10 YEARS

Karen Hines
Finance

RESOLUTION R-17-4182

A RESOLUTION APPROVING CITY COUNCIL ACTION UNDER CONSENT ITEMS AT THE REGULAR CITY COUNCIL MEETING OF OCTOBER 10, 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 September 19, 2017
 - b. Approval to purchase five Chevrolet Tahoe patrol vehicles, from Caldwell Country Chevrolet, in an amount not to exceed \$159,268, bid through the State of Texas Cooperative Purchasing Program, and authorize the city manager to execute all purchasing documents
 - c. Approval of the sale of found property, seized items, obsolete and nonserviceable equipment, and vehicles
 - d. Approval to use of the Voluntary Library Fund in Fiscal Year 2018 (FY 2018), for the purchase of library materials, collection processing supplies, and library programs, in an amount not to exceed \$160,000

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF _ AYES, _ NAYS AND _ ABSTENTIONS ON THIS THE 10TH DAY OF OCTOBER 2017.

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

ATTEST:

CITY OF COLLEYVILLE

Christine Loven, TRMC
Assistant 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, September 19, 2017

CITY COUNCIL CHAMBERS

Mayor Richard Newton called the Colleyville City Council Worksession to order on Tuesday, September 19, 2017, at 5:32 p.m.

ROLL CALL: Mayor Richard Newton, Mayor Pro Tem Bobby Lindamood, and Councilmembers Nancy Coplen and Mike Taylor were present. Councilmembers Kathy Wheat and Tammy Nakamura, arrived at 5:35 p.m. and 5:38 p.m. respectively.

ABSENT: Councilmember George Dodson

City Manager Jerry Ducay, 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, Chief Financial Officer Shereen Gendy, Human Resources Director Rachel Huitt, Public Works Director Jeremy Hutt, City Engineer Cheryl Taylor, Community Development Director Ben Bryner, Recreation and Library Director Mary Rodne, Colleyville Center Manager Leslie Hill, Accounting Manager Karen Hines, SH26 Coordinator James Hubbard, Strategic Services Manager Adrienne Lothery, Information Systems Manager Chris Pena, City Attorney Whitt Wyatt, and Assistant City Secretary Christine Loven.

WS-1 All funds distribution report and discussion

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

Mayor Newton commended Chief Financial Officer Shereen Gendy and all staff members for their work on this report. Mayor Newton stated the report was a very good document and stated he appreciates it is very clear where our money is and he looks forward to the additional report enhancements. Mayor Newton noted the 2018 budget reflects the \$13.9 million which was in the Utility Fund has been split between the Utility Fund and Capital Projects Fund. He further noted we will be maintaining a 100 day reserve for the Utility Fund, which was computed using the total City Utility Fund expenses. If this was computed on the actual operational cost of operating the utilities, the cash set aside would be a reserve of over 450 days. Therefore we are maintaining an ultra-conservative cash reserve in the Utility Fund.

City Manager Jerry Ducay said the report will be placed on the City's website and noted the five year plan may be adjusted to provide for implementation of funding years six to eight, and further adjust the reserves.

Mayor Newton noted the CDRS are liquid investments of our cash in the hope of drawing some interest on available cash. Manager Ducay responded interest rates are low and asked CFO Gendy what the overnight LOGIC rate is currently. CFO Gendy responded it is currently 1.09 percent.

Councilmember Coplen asked where and how the Hotel Occupancy Tax (HOT) will be invested. Manager Ducay replied he and CFO Gendy have been discussing this and over the next several months they will be looking at moving it out of a cash fund into an interest bearing fund.

Mayor Pro Tem Lindamood asked if the plan will be to use HOT for promotions of the Farmer's Market and festivals. Mayor Newton stated it can be used for such and they will continue to look at it.

Councilmember Taylor suggested because of Legislative risk, the HOT should be the first pool used for promotions, then the CEDC.

WS-2 Discussion and update on the condition of the City Street Infrastructure, including the 2017 Pavement Condition Assessment

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

Councilmember Taylor asked staff what the maximum mill depth is before hitting rebar. Director Hutt replied concrete cannot be milled, however, asphalt can be wedge milled two to four inches.

Mayor Pro Tem Lindamood commented contractors need to raise the manholes before milling.

Director Hutt replied it is more cost effective to bury manholes during milling and then go back and cut them out, but valves are never covered.

Councilmember Wheat asked why this assessment is better than a visual assessment. Director Hutt replied there is much more data collected through the assessment which is compiled and analyzed as compared to being subjective in the eye of the visual assessor.

Mayor Newton asked staff which technique (visual vs. data assessment) is more effective and how is the data being used to plan for construction/maintenance projects. Director Hutt noted the assessment is more quantitative and between the two assessments, the 2012-2014 and 2017, there were nine projects

established in 2012-2014 and there are 17 large scale projects being planned based on the 2017 assessment.

There was general discussion on how to utilize the information in the assessment to create a process to determine and prioritize the streets that should be in the street maintenance/construction program. The City Council asked staff to bring a plan forward by mid-December.

WS-3 Discussion of the September 19, 2017, City Council regular agenda items

Mayor Newton noted there were three items on the agenda which would require a unanimous vote for approval in Councilmember Dodson's absence, two are planning and zoning approvals and the other is the tax rate which requires state mandated language.

Mayor Newton adjourned the worksession at 6:35 p.m.

Mayor Newton called the Executive Session to order at 6:36 p.m. and called the roll.

ROLL CALL: Mayor Richard Newton, Mayor Pro Tem Bobby Lindamood, and Councilmembers Tammy Nakamura, Kathy Wheat, Nancy Coplen and Mike Taylor were present.

ABSENT: Councilmember George Dodson

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 551.072 - Real Estate - Deliberate the purchase, exchange, lease, or value of real property for City facilities - Glade Road Project Phase 1B and 2A

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

Mayor Newton explained the Executive Session had been called in accordance with the Texas Government Code, Chapter 551, Subchapter D, Section 551.071, Legal, Section 551.072, Real Estate, and Section 551.087, Economic Development. He

further explained there would be no decisions made or action taken during this time. Executive Session was adjourned at 7:25 p.m.

The regular meeting of the Colleyville City Council was called to order by Mayor Newton at 7:34 p.m.

ROLL CALL: Mayor Richard Newton, Mayor Pro Tem Bobby Lindamood, and Councilmembers Tammy Nakamura, Kathy Wheat, Nancy Coplen and Mike Taylor were present.

ABSENT: Councilmember George Dodson

City Manager Jerry Ducay, 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, Chief Financial Officer Shereen Gendy, Human Resources Director Rachel Huitt, Public Works Director Jeremy Hutt, City Engineer Cheryl Taylor, Community Development Director Ben Bryner, Recreation and Library Director Mary Rodne, Colleyville Center Manager Leslie Hill, Accounting Manager Karen Hines, SH26 Coordinator James Hubbard, Strategic Services Manager Adrienne Lothery, Information Systems Manager Chris Pena, City Attorney Whitt Wyatt, and Assistant City Secretary Christine Loven.

INVOCATION: Pastor Jeff Strickland, Colleyville Assembly of God

PLEDGE OF ALLEGIANCE: City Attorney Whitt Wyatt

2. EXECUTIVE SESSION READING AND PUBLIC HEARING: CONSIDER AND TAKE ANY ACTION(S) NECESSARY RELATIVE TO ITEMS DISCUSSED IN EXECUTIVE SESSION - RESOLUTION R-17-4174

This resolution was not needed.

3. ANNOUNCEMENTS, PROCLAMATIONS, AND PRESENTATIONS

Announcements of civic and charitable events

Presentation of calendar events and updates

Announcements of awards and recognition

Mayor Pro Tem Bobby Lindamood discussed the Go Gold campaign through the American Childhood Cancer Organization. Go Gold is a campaign to transform public awareness of the gold ribbon as the symbol of childhood cancer and recognizing September as Childhood Cancer Awareness Month.

Councilmember Nakamura invited everyone to attend the Grapevine High School theatre production of Something Wicked This Way Comes on September 22-24.

Councilmember Taylor shared he had been admiring a Harley Davidson motorcycle in a parking lot and when the owner came out he asked if it was his bike. They talked for a few minutes when the owner asked if Councilmember Taylor would like to take it for a ride. Councilmember Taylor noted humanity and compassion is still alive and well.

In recognition of Colleyville's Featured Business of the Month - Jersey Mike's Subs, 4712 Colleyville Boulevard, Marketing Manager Gene Champagne - Mayor Richard Newton and Interim Assistant City Manager/Executive Director of Economic Development and Communications Mark Wood

Mayor Richard Newton and Interim Assistant City Manager/Executive Director of Economic Development and Communications Mark Wood recognized Jersey Mike's as the featured business of the month. Marketing Manager Gene Champagne thanked the Mayor, Council and City staff for the recognition and highlighted Jersey Mike's fund raiser opportunities and invited everyone to enjoy a sandwich at Jersey Mike's.

Mayor Newton thanked St. Mary's Coptic Orthodox Church for inviting the Mayor, City Council, and staff to a luncheon earlier in the week in which they gave a history and tour of the church, provided delicious food, and presented the City with a plaque which will be displayed in the cabinet in the lobby of City Hall. Mayor Newton noted the church is a member of the Ministerial Alliance which he created and is comprised of area clergy whose mission statement is: Our mission is to provide support and prayer through love, mutual respect, and unity, as we work to build a stronger community.

4. CONSENT: READING AND PUBLIC HEARING RESOLUTION R-17-4175

- 4a** Approval of the minutes of the regular City Council meeting of September 5, 2017
- 4b** Adoption of the Fiscal Year 2018 to 2022 Capital Improvement Program (CIP)
- 4c** Approval of authorized broker / dealers for investment purchases
- 4d** Approval of the annual review and updates to the City of Colleyville Investment Policy
- 4e** Approval of an extension to the Interlocal Agreement with Tarrant County for the rehabilitation of Bedford Road from Cheek-Sparger Road to the Little Bear Creek Bridge, and authorize the city manager to execute the agreement

Mayor Newton read Resolution R-17-4175 in its entirety.

Mayor Newton stated the City Council had received an amended page two of the City Council minutes and asked the Council to include the corrected minutes as amended in the motion to approve. Mayor Newton asked if there were any questions and read the corrections.

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

Mayor Newton stated he is concerned the last four years of the Five Year Capital Improvement Plan do not show any road construction projects and we do not yet have a process for identifying and prioritizing road maintenance projects based on the analytical road assessment data. However, he recognizes they are not done working on the CIP and it can be amended when these processes are defined by mid-December.

Councilmember Taylor stated the Council just received the road assessment report this evening which contained a lot of data and he knows the City will continue to grow, and he is confident future Councils will continue the CIP and stay on top of road projects.

Councilmember Nakamura stated Public Works Director Jeremy Hutt has received direction from Council and she is confident progress will continue as well.

Mayor Pro Tem Lindamood stated we will continue to move forward but will be cautious and mindful of the projects.

Mayor Newton asked staff what the ramifications of not passing the CIP until the road maintenance prioritization process is put into place. Manager Adrienne Lothery said it was not necessary to approve the CIP and it can be amended. City Manager Ducay stated it would be appropriate to pass the CIP now and amend it as appropriate when new information is available.

Mayor Newton explained item 4e which approves contracting with Tarrant County is the most cost efficient and he supports the item.

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

There no one present wishing to speak and Mayor Newton closed the public hearing at 8:03 p.m.

Councilmember Nakamura made a motion to approve Resolution R-17-4175 with the amendments to the September 5, 2017 City Council meeting minutes. Councilmember Taylor seconded the motion.

The motion to approve carried with the following vote:

Aye: 6 – Mayor Richard Newton, Mayor Pro Tem Bobby Lindamood and Councilmembers Tammy Nakamura, Kathy Wheat, George Dodson, Nancy Coplen and Mike Taylor

Absent: 1 – Councilmember George Dodson

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

5a Ordinance O-17-2024

Consideration of a zoning change from the AG-Agricultural zoning district to the RE-Single Family Estate Residential zoning district on Tract 2, Abstract 1487, in the O. C. Strum Survey, located at 6204 L.D. Lockett Road, Case ZC17-014

Mayor Newton read the caption of Ordinance O-17-2024.

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

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

Kathy Handley, 204 Timberline North, spoke in favor of the request as she is glad to see the Estate zoning.

There were no others present wishing to speak and Mayor Newton closed the public hearing at 8:18 p.m.

Councilmember Coplen made a motion to approve Ordinance O-17-2024. Councilmember Wheat seconded the motion.

The motion to approve carried with the following vote:

Aye: 6 – Mayor Richard Newton, Mayor Pro Tem Bobby Lindamood and Councilmembers Tammy Nakamura, Kathy Wheat, George Dodson, Nancy Coplen and Mike Taylor

Absent: 1 – Councilmember George Dodson

5b Ordinance O-17-2025

Consideration of an appeal of the Planning and Zoning Commission's decision for a zoning change from the PUD-C Planned Unit Development Commercial zoning district to the PUD-C Planned Unit Development Commercial zoning district on Lot 1A, Block 1, of the Twin Lakes Plaza Addition, located at 4007 Colleyville Boulevard, Case ZC17-013

Mayor Newton read the caption of Ordinance O-17-2025.

Interim Assistant City Manager and Executive Director of Economic Development and Communications Mark Wood presented this item and briefed the City Council.

Shawn Graham, engineer, 6509 Windcrest, Plano was available to answer engineering questions. Gray Reed, Lidl, 1819 Euclid, Dallas was also available to answer questions.

Mayor Newton stated he was pleased with the changes made from last time and this was a very good process where the developer and staff worked together to improve the overall design and remove four out of five variance requests. He was pleased that the building will now sit on the lot with the front facing Highway 26.

Councilmember Coplen said she was very pleased with the turning of the building and complimented Director Mark Wood for his work.

Mayor Pro Tem Bobby Lindamood also thanked Lidl for working with the City.

Councilmember Taylor thanked Lidl for working with staff and the City.

Mayor Newton asked staff if TxDOT has agreed to allow the landscaping buffer in the right-of-way. Mr. Graham stated Lidl is working with the State, and they are confident they will secure an agreement, and have done so in other locations. Mayor Newton stated this is critical to the success of the zoning.

Mayor Newton asked staff to clarify the common area depth along the adjacent street right-of-way. Community Development Director Ben Bryner stated the intent was to identify the minimum standard to allow for landscaping. Part of the Highway ROW will be used to complete the landscape buffer.

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

Kathy Hadley, 204 Timberline North, spoke in favor of the item, but noted she wants to continue to assist and support the current groceries.

Jeff Byerly, 1709 Pebble Hill Drive, spoke in opposition to the item with concern for other improvements which could be made, expressing there are too many waivers for parking, trees, open space, landscape buffers, and grocery stores are generally low sales tax generating businesses. Mr. Byerly requested if City Council moves forward with allowing the project, he would like there to be a cross access easement on the east side to allow for further development. Mr. Byerly also wanted to be on record there are drainage issues on the property.

Mimi Byerly, 1709 Pebble Hill Drive, spoke in opposition to the item and regarding the give and take of negotiating, redevelopment, and the need for development.

There were no others wishing to speak and Mayor Newton closed the public hearing at 8:33.

Mayor Newton stated most of the variances originally requested had been mitigated. Mayor Newton asked Mr. Graham if a cross access easement could be provided. Mr. Graham noted cross access is being provided to the east.

Mayor Newton asked Mr. Graham if a condition of the zoning can be to include the requirements for additional parking, if it is needed.

Mr. Reed stated Lidle will do what is in the best interest for the business, now and in the future. If the City Council wishes to settle the parking issue now, they will have to agree to the parking or landscaping, one or the other.

City Manager Jerry Ducay asked if there is a utility easement on the north side of the property. Mr. Graham replied there is. City Manager Ducay suggested using the easement area to provide the cross access.

Mr. Reed said he believes they can come to an agreement in an effort to approve the development.

Mayor Newton asked Mr. Reed if there is a restaurant in the store. Mr. Reed responded there are no restaurants inside Lidl, however, they have been the anchor for that type of development in other locations.

Councilmember Taylor agreed with Mayor Newton that cross access is important to ensure in this zoning so the development will not become landlocked.

At the request of Mayor Newton, Jeff Byerly spoke regarding the cross access easement.

Councilmember Taylor stated he does not want to see anyone's property become landlocked and he wants there to be a flow to the commercial property. Mr. Byerly agreed.

Councilmember Taylor asked Mr. Reed what the timeline is for being operational. Mr. Reed responded he believed summer of 2019, but noted they must build a distribution center first.

Mayor Newton asked Mr. Reed if they would be willing to agree to a timeline for the issuance of a certificate of occupancy as part of the zoning. Mr. Reed agreed with the request for three years on the zoning, with the ability to request a continuance if they are not built by then.

Mayor Pro Tem Lindamood thanked Lidl for all their work and cooperation.

Mayor Newton made a motion to approve Ordinance O-17-2025 with the following amendments:

A 10 foot cross access public utility drainage easement shall be located on the north, northeast line of the property.

If a certificate of occupancy is not issued by October 1, 2020, applicant shall request, in writing, an extension from City Council on or before November 1, 2020, or this Ordinance will expire and all future rezoning requests will be required to be refiled.

Mayor Pro Tem Lindamood seconded the motion.

The motion to approve carried with the following vote:

Aye: 6 – Mayor Richard Newton, Mayor Pro Tem Bobby Lindamood and Councilmembers Tammy Nakamura, Kathy Wheat, George Dodson, Nancy Coplen and Mike Taylor

Absent: 1 – Councilmember George Dodson

5c Ordinance O-17-2026

Consideration of an appeal of the Planning and Zoning Commission's decision of an amendment to the PUD-C Planned Unit Development Commercial requirements on Lots 6R and 7R, Block 1, of the Winding Creek Addition, located at 6504 and 6502 Colleyville Boulevard, Case ZC17-012

Mayor Newton read the caption of Ordinance O-17-2026.

Interim Assistant City Manager and Executive Director of Economic Development and Communications Mark Wood presented this item and briefed the City Council.

Mark Alfonso and Drew VanBrunt, applicants, were present to answer questions of the City Council.

Councilmember Nakamura asked staff if the hours of operation were 7:00 a.m. to 8:00 p.m. Director Wood stated those are the hours in the current PUD-C, however, the applicant is seeking to change the hours.

Mayor Newton asked if a cross parking agreement had been secured. Mr. Alfonso responded they received the agreement today. Mayor Newton asked the applicants if the requirement for the parking agreement may be added to the ordinance. Mr. Alfonso and Mr. VanBrunt agreed to the amendment.

Mayor Newton asked Mr. Alphonso and Mr. VanBrunt when the project will be complete. Mr. Alfonso responded they are anticipating June, 2018. Mayor Newton asked if a zoning amendment could be made to the ordinance requiring that the certificate of occupancy be obtained within a specific time frame similar to the amendment presented in the previous ordinance. Both Mr. Alphonso and Mr. VanBrunt agreed.

Mayor Newton opened the public hearing at 9:16 p.m. There were no speakers and Mayor Newton closed the public hearing at 9:16 p.m.

Councilmember Taylor made a motion to approve Ordinance O-17-2026 with the following amendments:

A recorded parking agreement for shared parking with adjoining lots (8R, 9R, 10R, 2R, 3R, and 4R) shall be provided to the City prior to issuance of a certificate of occupancy.

If a certificate of occupancy is not issued by October 1, 2019, applicant shall request, in writing, an extension from City Council on or before November 1, 2019, or this Ordinance will expire and all future rezoning requests will be required to be refiled.

Councilmember Coplen seconded the motion.

The motion to approve carried with the following vote:

Aye: 6 – Mayor Richard Newton, Mayor Pro Tem Bobby Lindamood and Councilmembers Tammy Nakamura, Kathy Wheat, George Dodson, Nancy Coplen and Mike Taylor

Absent: 1 – Councilmember George Dodson

Mayor Newton recessed the City Council meeting at 9:20 p.m.

Mayor Newton reconvened the City Council meeting at 9:29 p.m.

5d Ordinance O-17-2027

Amending Ordinance O-16-1989 relating to the Fiscal Year 2017 budget

Mayor Newton read the caption of Ordinance O-17-2027.

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

Mayor Newton stated we have 100 days in reserve for the General Fund and the Utility Fund, although only 90 days are required by the bonding company. Mayor Newton stated there is \$4.2 million in the Utility Fund for the 100 day reserve, which would cover all operating expenses and cost of water, although the City would only be required to operate the system. This means the \$4.2 million would actually fund 461 days of operations only for both the water and wastewater system.

Mayor Newton opened the public hearing at 9:36 p.m. There were no speakers and Mayor Newton closed the public hearing at 9:36 p.m.

Councilmember Wheat made a motion to approve Ordinance O-17-2027. Councilmember Taylor seconded the motion.

The motion to approve carried with the following vote:

Aye: 6 – Mayor Richard Newton, Mayor Pro Tem Bobby Lindamood and Councilmembers Tammy Nakamura, Kathy Wheat, George Dodson, Nancy Coplen and Mike Taylor

Absent: 1 – Councilmember George Dodson

5e Ordinance O-17-2028

Adoption of the proposed Fiscal Year 2018 budget

Mayor Newton read the caption of Ordinance O-17-2028.

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

Mayor Newton stated this budget fully funds years one through five of the General Fund and Utility Fund five year Capital Improvement Plans and raises an additional \$660,000 in revenue over FY 2017. This additional revenue is allotted to fully fund the compensation study to bring the pay levels of City employees up to the market and eliminate salary compression at a cost of \$657,000. Mayor Newton stated he and the City Council are committed to raising only the revenue needed to effectively run the City. Mayor Newton stated this was done while lowering the tax rate by a small amount.

Mayor Newton stated we have made strategic changes in the budget philosophy to make use of the most highly restricted funds first and the least restricted funds last. The staff has also developed a report showing the balances in all City funds for the current year and the previous year in an easy to understand one page summary. This report is easy to understand, very transparent, and will be placed on the City's website. Mayor Newton stated the budget is very conservative, he is pleased with it, and thanked Council and staff for their work and diligence.

Councilmember Taylor stated it was a very good budget session, and recognized the Mayor, Councilmembers, and City Manager Ducay.

Mayor Newton opened the public hearing at 9:43 p.m. There were no speakers and Mayor Newton closed the public hearing at 9:43 p.m.

Councilmember Coplen made a motion to approve Ordinance O-17-2028. Councilmember Wheat seconded the motion.

The motion to approve carried with the following vote:

Aye: 6 – Mayor Richard Newton, Mayor Pro Tem Bobby Lindamood and Councilmembers Tammy Nakamura, Kathy Wheat, George Dodson, Nancy Coplen and Mike Taylor

Absent: 1 – Councilmember George Dodson

5f Ordinance O-17-2029

Adoption of the Ad Valorem Tax Rate for Fiscal Year 2018

Mayor Newton read the caption of Ordinance O-17-2029.

Mayor Newton explained this is the final public hearing of three public hearings which were conducted regarding the tax rate.

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

Councilmember Nancy Coplen stated it was important to note the City does not conduct the appraisals or set the home values, Tarrant Appraisal District does. Mayor Newton concurred.

Mayor Newton said it is a good thing our property values are going up since that indicates the City is successfully accomplishing its development and quality strategies. He also said it is the City Council's obligation to manage the total tax revenue appropriately by setting the tax rate to offset the increasing property values as necessary, and to insure Colleyville has enough revenue to effectively fund the City services at the level citizens expect, but to avoid taking extra revenue simply because property values have gone up.

Mayor Newton opened the public hearing at 9:54 p.m. There were no speakers and Mayor Newton closed the public hearing at 9:54 p.m.

Mayor Newton made a motion to approve Ordinance O-17-2029, establishing the ad valorem tax rate of \$0.333834 per one hundred dollars valuation; which is effectively a 4.6 percent increase in the tax revenue from last year. Mayor Pro Tem Lindamood seconded the motion.

The motion to approve carried with the following vote:

Aye: 6 – Mayor Richard Newton, Mayor Pro Tem Bobby Lindamood and Councilmembers Tammy Nakamura, Kathy Wheat, George Dodson, Nancy Coplen and Mike Taylor

Absent: 1 – Councilmember George Dodson

5g Ordinance O-17-2030

Amending the City's fee schedule by amending and restating Section 2-26 of the Colleyville, Texas, Code of Ordinances, establishing fees and charges for City services

Mayor Newton read the caption of Ordinance O-17-2030.

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

Mayor Newton asked staff if the outside Garden Plaza at Colleyville Center can be rented separately from the inside. Manager Lothery replied yes.

Mayor Newton thanked staff for re-evaluating and restructuring the fee schedule as discussed at the last meeting.

Mayor Newton opened the public hearing at 10:03 p.m. There were no speakers and Mayor Newton closed the public hearing at 10:03 p.m.

Councilmember Nakamura made a motion to approve Ordinance O-17-2030. Mayor Pro Tem Lindamood seconded the motion.

The motion to approve carried with the following vote:

Aye: 6 – Mayor Richard Newton, Mayor Pro Tem Bobby Lindamood and Councilmembers Tammy Nakamura, Kathy Wheat, George Dodson, Nancy Coplen and Mike Taylor

Absent: 1 – Councilmember George Dodson

5h Ordinance O-17-2031

An ordinance amending Section 3- Service Charges of the Water and Sewer Policy and Procedure Manual as contained in the Code of

Ordinances of the City of Colleyville, Texas, to implement updated base rates and wastewater gallons charged for new customers

Mayor Newton read the caption of Ordinance O-17-2031.

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

Mayor Newton stated the fixed component of the fee is the cost to run the water and wastewater system and that number is decreasing. This means the City is running the system more efficiently. However, we are keeping the total fixed charge the same as last year. The difference between the cost of operations and the current charge will be allocated to the utility capital project fund to begin to replace the available cash used for capital projects. He further noted the Water and Wastewater Rate Advisory Committee has begun meeting to consider options for ongoing funding of long term Capital Improvement Projects.

Mayor Newton opened the public hearing at 10:07 p.m. There were no speakers and Mayor Newton closed the public hearing at 10:07 p.m.

Councilmember Wheat made a motion to approve Ordinance O-17-2031. Councilmember Nakamura seconded the motion.

The motion to approve carried with the following vote:

Aye: 6 – Mayor Richard Newton, Mayor Pro Tem Bobby Lindamood and Councilmembers Tammy Nakamura, Kathy Wheat, George Dodson, Nancy Coplen and Mike Taylor

Absent: 1 – Councilmember George Dodson

6. RESOLUTION(S): READING AND PUBLIC HEARING

6a Resolution R-17-4176

Approval of a resolution to ratify the property tax increase as reflected in the Fiscal Year 2018 Budget

Mayor Newton read Resolution R-17-4176 in its entirety.

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

Councilmember Coplen stated there is a decrease in the tax rate, but the resolution caption states a property tax increase. She asked if the language is such because there is an increase in revenue. Manager Lothery and Mayor Newton concurred and Mayor Newton noted the language was a state regulation.

Mayor Newton opened the public hearing at 10:12 p.m. There were no speakers however, Nancy Rogers, 1612 Cherry Lane, completed a speaker card in opposition to this item. Mayor Newton closed the public hearing at 10:13 p.m.

Councilmember Taylor made a motion to approve Resolution R-17-4176. Mayor Pro Tem Lindamood seconded the motion.

The motion to approve carried with the following vote:

Aye: 6 – Mayor Richard Newton, Mayor Pro Tem Bobby Lindamood and Councilmembers Tammy Nakamura, Kathy Wheat, George Dodson, Nancy Coplen and Mike Taylor

Absent: 1 – Councilmember George Dodson

6b Resolution R-17-4177

Approval of a renewal to the existing janitorial services contract with Oriental Building Services, Inc., in an amount not to exceed \$137,561.71, and authorize the city manager to execute the contract

Mayor Newton read Resolution R-17-4177 in its entirety.

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

Mayor Newton commented the City's cost with the vendor is below the cost of area cities and he supports this resolution.

Councilmember Nakamura asked if it will be a year before we can go out to bid on these services. Director Hutt replied the City is not obligated to renew this contract, however, if we do not renew, another vendor would have to be hired on a month to month basis. The staff recommendation is to renew with this vendor due to cost effectiveness and service.

Councilmember Nakamura asked staff if the contract can be bid next year. Director Hutt replied yes.

Mayor Pro Tem Lindamood expressed his desire to have the service bid next year.

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

Kathy Handley, 204 Timberline North, spoke in opposition to this item because the vendor is not a Colleyville vendor.

There were no others wishing to speak and Mayor Newton closed the public hearing at 10:21 p.m.

Councilmember Coplen made a motion to approve Resolution R-17-4177. Mayor Pro Tem Lindamood seconded the motion.

The motion to approve carried with the following vote:

Aye: 6 – Mayor Richard Newton, Mayor Pro Tem Bobby Lindamood and Councilmembers Tammy Nakamura, Kathy Wheat, George Dodson, Nancy Coplen and Mike Taylor

Absent: 1 – Councilmember George Dodson

6c Resolution R-17-4178

Approval of the Grounds Maintenance Mowing Contract with Whitmore and Sons, Inc., in an amount not to exceed \$175,265.38, and authorize the city manager to execute same, and any associated change orders, in an amount not to exceed 25 percent of the original contract price

Mayor Newton read Resolution R-17-4178 in its entirety.

Mayor Pro Tem Lindamood thanked staff for noting three bids were received.

Parks Manager Heather Dowell presented this item and briefed the City Council.

Mayor Newton asked if there was an error in the not to exceed amount in the caption of the resolution. Manager Dowell replied yes, the correct not to exceed amount is \$175,265.38.

Councilmember Coplen asked staff if this vendor also maintained the athletic fields. Manager Dowell replied the City maintains the baseball and soccer fields and all general grounds are contracted out.

Mayor Newton opened the public hearing at 10:25 p.m.

Kathy Handley, 204 Timberline North, spoke in opposition to this item because the vendor is not a Colleyville vendor.

Kathleen Hennessey, 5013 Stonebridge Drive, spoke in opposition to this item with concerns for vendor work ethic and fees charged.

There were no others wishing to speak and Mayor Newton closed the public hearing at 10:27 p.m.

Manager Dowell stated the City pays the vendor by the project, not hourly and noted a Colleyville business was included in the bid process, however, the Colleyville vendor's bid was higher.

Councilmember Taylor stated we do reach out to Colleyville businesses and that the bids are not restricted. However, we have to look at the tax payer first, and if an outside Colleyville vendor is the lowest bid, and they are acceptable in service and service history to our City, we are obligated to take that unless there is a health or safety reason. The fact a Colleyville business doesn't bid or bids too high is not an issue we have control over. We have to protect the tax payers.

Councilmember Wheat made a motion to approve Resolution R-17-4178 with a correction to the caption correcting the contract amount to \$175,265.38. Councilmember Taylor seconded the motion.

The motion to approve carried with the following vote:

Aye: 6 – Mayor Richard Newton, Mayor Pro Tem Bobby Lindamood and Councilmembers Tammy Nakamura, Kathy Wheat, George Dodson, Nancy Coplen and Mike Taylor

Absent: 1 – Councilmember George Dodson

6d Resolution R-17-4179

Approval of Supplemental Agreement #1 for the professional services agreement with Teague Nall and Perkins, Inc., in an amount not to exceed \$132,500 for the negotiation and closing services for the property acquisition associated with the Glade Road Phase 2 Project, and authorize the city manager to execute the agreement

Mayor Newton read Resolution R-17-4179 in its entirety.

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

Councilmember Nakamura asked staff if the "not to exceed" amount is usually taken up or is it so much per parcel. Director Hutt replied it is billed on a monthly cycle and the work performed, which is why we do not pay a lump sum, as the full \$132,000 will probably not be reached. Councilmember Nakamura asked Director Hutt if this means there would be a reduction in fee if acquisition occurred on the first try. Director Hutt replied yes, as the process would not be as long and the hourly fee would not be charged.

Mayor Newton opened the public hearing at 10:34 p.m. There were no speakers and Mayor Newton closed the public hearing at 10:34 p.m.

Councilmember Taylor made a motion to approve Resolution R-17-4179. Councilmember Coplen seconded the motion.

The motion to approve carried with the following vote:

Aye: 6 – Mayor Richard Newton, Mayor Pro Tem Bobby Lindamood and Councilmembers Tammy Nakamura, Kathy Wheat, George Dodson, Nancy Coplen and Mike Taylor

Absent: 1 – Councilmember George Dodson

7. DISCUSSION OF ITEMS NOT FOR ACTION

7a Update on the SH26 Project

SH26 Coordinator James Hubbard provided City Council with an update on the SH26 Project.

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

Kathleen Hennessey, 5013 Stonebridge Drive, spoke regarding lead in the drinking water, concern for the number of realtors who serve on the Tarrant Appraisal District Board of Directors, and stated she is very impressed with the contractors working on the SH26 project.

Kathleen Handley, 204 Timberline North, spoke regarding lead in the drinking water, congratulated Mayor Newton on the faith based plaque, stated she is impressed with City staff's knowledge and their kind and professional manners, stated the five foot sidewalk on Glade Road by Bransford Elementary is too big, the hotel needs a sign so it can be seen, asked City Council to continue to support the grocery stores which are already in place in Colleyville, advised Glade Road has the alligator look which was discussed in the road assessment, the train horn is very important as it alerts motorists, pedestrians, and motorists and needs to be used.

9. REPORTS

Monthly Financial Report - August 2017

Quarterly Investment Report for the quarter ended June 30, 2017

Planning and Zoning Commission Minutes - August 14, 2017

Zoning Board of Adjustment Minutes - August 9, 2017

Chief Financial Officer Shereen Gendy presented the Monthly Financial Report for August 2017 and the Quarterly Investment Report for the quarter ended June 30, 2017.

There was no discussion of the Planning and Commission Minutes of August 14, 2017 or the Zoning Board of Adjustment Minutes of August 9, 2017.

10. ACTION/RESOLUTION: DISCUSSION AND CONSIDERATION OF A RESOLUTION RATIFYING COUNCIL AGENDA ACTION FOR SEPTEMBER 19, 2017 - READING AND PUBLIC HEARING - RESOLUTION R-17-4180

This resolution was not need.

11. ADJOURNMENT

There being no further business before the City Council, Mayor Newton adjourned the City Council meeting at 11:20 p.m.

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

Minutes taken and prepared by:

*Christine Loven, TRMC
Assistant City Secretary*



City of Colleyville City Council Agenda Briefing

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

Agenda Number 4b

Agenda Date 10/10/2017

Number Resolution R-17-4182

Type Resolution

Department Police

Title

Approval to purchase five Chevrolet Tahoe patrol vehicles, from Caldwell Country Chevrolet, in an amount not to exceed \$159,268, bid through the State of Texas Cooperative Purchasing Program, and authorize the city manager to execute all purchasing documents

Strategic Plan

C2- Deliver high quality and unique customer service

C5- Achieve the highest standards of safety & security

Explanation

Reading and Public Hearing

In Fiscal Year 2018 (FY 2018), the Police Department will be replacing the following marked police vehicles: (4) 2013 Chevrolet Tahoe's, Units 1129, 1135, 1136, and 1137, (1) 2015 Chevrolet Tahoe, Unit 1144. Under the fleet management plan enacted in 2013, police patrol vehicles will normally be replaced every third year, due to the extensive use and high mileage they accrue.

In Fiscal Year 2018 (FY 2018), four of the Police Chevrolet Tahoe's will cost \$31,770 each plus a single \$400 Buy Board fee, (\$100 per vehicle) ; the cost to outfit each patrol vehicle, including labor and equipment, will be \$15,380, for a total cost of \$47,250 per vehicle. The cost of the one unmarked Chevrolet Tahoe is \$31,788; the cost to outfit this vehicle will be approximately \$2,000. The equipment for the marked vehicles will include police radio and computer installation, new prisoner restraint cages, emergency warning equipment, graphics, and other law enforcement and safety related items. Staff recommends the purchase of these Chevrolet Tahoe patrol vehicles from Caldwell Country Chevrolet, an approved vendor, through the Cooperative Purchasing Program with the State of Texas that meets the specifications for the 2018 Chevrolet Tahoe patrol vehicle. It should be noted that the department also reached out to other vendors to ensure the best price. The price quoted in this request is less than the amount paid last year for the base vehicle.

Financial Impact

Funds in the amount of \$189,000, for the four police patrol vehicles and associated equipment, and funds in the amount of \$33,788, for an administrative vehicle, are

allocated in the Fiscal Year 2018 Colleyville Crime Control and Prevention District budget.

Recommendation

Approve

Attachments

1. Caldwell Country Chevrolet Pricing Worksheet
2. Caldwell Country Chevrolet Price Sheet #2

QUOTE# 00A

CONTRACT PRICING WORKSHEET

End User: CITY OF COLLEYVILLE			Contractor: CALDWELL COUNTRY		
Contact Name: CHUCK TINSMAN			CALDWELL COUNTRY		
Email: CTINSMAN@CI.COLLEYVILLE.TX.US			Prepared By: Averyt Knapp		
Phone #: 817-503-1223 / 498-3755			Email: aknapp@caldwellcountry.com		
Fax #:			Phone #: 800-299-7283 or 979-567-6116		
Location City: COLLEYVILLE, TX			Fax #: 979-567-0853		
Date Prepared: SEPTEMBER 4, 2017			Address: P. O. Box 27, Caldwell, TX 77836		
Contract Number: BUY BOARD #521-16			Tax ID # 14-1856872		
Product Description: 2018 CHEVROLET TAHOE PPV CC15706					
A Base Price & Options:					\$31,770
B Published Options					
Code	Description	Cost	Code	Description	Cost
	LH SPOTLIGHT, PPV, 5.3LV8, 6-SPD AUTOMATIC, AMFM-MYLINK W/BLEETOOTH, AIR CONDITION FRONT/REAR, TILT, CRUISE, POWER SEAT, POWER WINDOWS, POWER LOCKS, POWER MIRRORS, CLOTH BUCKET SEATS/VINYL REAR BENCH, FULL RUBBER FLOOR, DEEP TINT GLASS, RUNNING BOARDS, KEYLESS ENTRY, FULL SIZE SPARE TIRE, REAR VISION CAMERA, OEM TRAILER TOW PACKAGE, SINGLE KEYS FLEET 6E2 SYSTEM, FOUR KEYS TOTAL, CONTENT THEFT ALARM DISABLE	INCL			
	GM WARRANTY 5YR/100,000 POWERTRAIN @ N/C	INCL		CALDWELL COUNTRY	
				PO BOX 27	
				CALDWELL, TEXAS 77836	
Subtotal B					INCL
C Unpublished Options					
Code	Description	Cost	Code	Description	Cost

Subtotal C					
D Other Price Adjustments (Installation, Delivery, Etc...)					
Subtotal D					INCL
E Unit Cost Before Fee & Non-Equipment Charges (A+B+C+D)					\$31,770
Quantity Ordered					4
X					
Subtotal E					\$127,080
F Non-Equipment Charges (Trade-In, Warranty, Etc...)					
BUY BOARD					\$400
G. Color of Vehicle: BLACK					
H. Total Purchase Price (E+F)					\$127,480
				Estimated Delivery Date:	Q4-2017

QUOTE# 00C

CONTRACT PRICING WORKSHEET

End User: CITY OF COLLEYVILLE			Contractor: CALDWELL COUNTRY		
Contact Name: CHUCK TINSMAN			CALDWELL COUNTRY		
Email: CTINSMAN@CI.COLLEYVILLE.TX.US			Prepared By: Averyt Knapp		
Phone #: 817-503-1223 / 498-3755			Email: aknapp@caldwellcountry.com		
Fax #:			Phone #: 800-299-7283 or 979-567-6116		
Location City: COLLEYVILLE, TX			Fax #: 979-567-0853		
Date Prepared: AUGUST 23, 2017			Address: P. O. Box 27, Caldwell, TX 77836		
Contract Number: BUY BOARD #521-16			Tax ID # 14-1856872		
Product Description: 2018 CHEVROLET TAHOE PPV CC15706					
A Base Price & Options:					\$31,788
B Published Options					
Code	Description	Cost	Code	Description	Cost
	(NO LH SPOTLIGHT), PPV, 5.3LV8, 6-SPD AUTOMATIC, AMFM- MYLINK W/BLEETOOTH, AIR CONDITION FRONT/REAR, TILT, CRUISE, POWER SEAT, POWER WINDOWS, POWER LOCKS, POWER MIRRORS, CLOTH BUCKET SEATS/VINYL REAR BENCH, CARPET FLOOR W/MATS, DEEP TINT GLASS, RUNNING BOARDS, KEYLESS ENTRY, FULL SIZE SPARE TIRE, REAR VISION CAMERA, OEM TRAILER TOW PACKAGE, SINGLE KEYS FLEET 6E2 SYSTEM, FOUR KEYS TOTAL, CONTENT THEFT ALARM DISABLE	INCL			
	GM WARRANTY 5YR/100,000 POWERTRAIN @ N/C	INCL		CALDWELL COUNTRY	
				PO BOX 27	
				CALDWELL, TEXAS 77836	
Subtotal B					INCL
C Unpublished Options					
Code	Description	Cost	Code	Description	Cost

Subtotal C					
D Other Price Adjustments (Installation, Delivery, Etc...)					
Subtotal D					INCL
E Unit Cost Before Fee & Non-Equipment Charges (A+B+C+D)					\$31,788
Quantity Ordered					1
X					
Subtotal E					\$31,788
F Non-Equipment Charges (Trade-In, Warranty, Etc...)					
BUY BOARD (INCL W/PATROL 4X)					INCL
G. Color of Vehicle: BLACK					
H. Total Purchase Price (E+F)					\$31,788
				Estimated Delivery Date:	Q4-2017



City of Colleyville City Council Agenda Briefing

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

Agenda Number 4c

Agenda Date 10/10/2017

Number Resolution R-17-4182

Type Resolution

Department Public Works

Title

Approval of the sale of found property, seized items, obsolete and non-serviceable equipment, and vehicles

Strategic Plan

F4- Adhere to the City's financial and budgetary policies.

Explanation

Reading and Public Hearing

The City's purchasing manual requires the City Council to authorize the disposal of salvage items and obsolete, non-serviceable vehicles and equipment before property can be removed from inventory and disposed of by public auction or other approved means.

The attached Sale/Disposal List provides an itemized equipment and vehicles list of items which should not be reassigned or re-purposed, and have been replaced due to age, and/or mileage, and are no longer serviceable; abandoned/found property, for which owners were not located, or property seized by the Colleyville Police Department. Items with an asterisk have been previously authorized for disposal by attached Resolution R-17-4099.

The six Chevrolet Tahoes' on the attached Police Department Obsolete Vehicle List are marked police vehicles which will be sold through Texas Municipal League (TML) in late spring or early summer, after the new police vehicles which are being purchased in October, 2017 arrive and are operational. Selling police vehicles through TML allows other smaller cities to purchase the vehicles which are built specifically for police use, and the sale price is generally higher than what is bid at auction. It is anticipated the combined sale price of the six vehicles will be over \$45,000.

In May 2010, City Council approved attached Resolution R-10-3230, which authorized a professional services agreement with Rene Bates Auctioneers of McKinney, Texas, to conduct City auctions in an online format. Rene Bates has performed multiple auctions in the past six years for the City of Colleyville, with little to no issues. Rene Bates charges a fee of 7.5 percent of the gross auction sales for their services.

The four year history of proceeds from the auctions are as follows:

Year	Proceeds
2013	\$112,290.83
2014	\$ 18,512.51
2015	\$ 39,228.52
2016	\$106,109.05

Financial Impact

The financial impact of the auction will be determined by the gross proceeds of the auction less a 7.5 percent fee charged by the auctioneer.

Form 1295 - Acknowledged by City

Recommendation

Approve

Attachments

1. Sale/Disposal list
2. Police Department Obsolete Vehicle List
3. Resolution R-10-3230
4. Resolution R-17-4099
5. 1295 Forms

City of Colleyville
October 2017 Sale/Disposal List

Community Development				
Item #	Qty.	Item Description	Model	Serial/VIN
CD-1	1	Heavy-Duty Carousel File Cabinet System (file storage available front and back on rotating axis system) 82" high X 31" wide X 130" long		
CD-2	1	Horizontal Sliding File Storage System (files slide on a track for instant access) 81" high X 26" wide X 144" long		
CD-3	1	OCE TDS100 Large Format Printer Wide large printing for plans / architects / surveyors 51"X 55" X 35" 401 lbs.		
Finance Office				
FO-1	1	Epson DFX9000 printer and stand		
FO-2	1	File cabinets with 4 shelves		
FO-3	1	Ithaca Series 90 Plus Cash Receipt		
FO-4	1	Coin Counter		
Library Department				
LB-1	1	Cannon Copier Cartridge E20 Black		
LB-2	15	Green hanging files, letter size		
LB-3	10	Assorted files, file folders, hanging files		
LB-4	1	Library Book Scanner with Base		
LB-5	3	Punchless Binders		
LB-6	2	Purple Plastic File Folder		
LB-7	2	Wood Framed Telesonic Atomic Clocks		
LB-8	1	Aiwa Digital Audio System with CD/Cassette Player & 2 Speakers		
LB-9	25	Green Magazine Bins, Assorted Sizes		
LB-10	1	Clear Plastic File Folder Holder		
LB-11	1	Blue Plastic Pencil Holder		
LB-12	4	Black Plastic File Folders, Magnetic		
LB-13	1	Black Plastic Desk Office Supply Holder		
LB-14	2	Black Plastic Calendar Holder, Small		
LB-15	1	Large Black Plastic Calendar Holder New In Box		
LB-16	35	Star-Shaped Window Clings - 3 Large, 13 Medium, 19 Small		
LB-17	1	Large Black Plastic Calendar Holder		
LB-18	1	CD Album		
LB-19	1	Electronic Signature Pad		
LB-20	29	Green hanging files, legal size		

LB-21	1	Ceramic Cowboy Boots		
Senior Center				
SC-1	1	bag full of various colored yarns		
SC-2	4	bag full of various sized and patterned fabric		
SC-3	1	2 framed paintings		
SC-4	1	large variety of scrapbooking supplies		
SC-5	11	various craft supplies		
SC-6	1	athletic equipment		
SC-7	8	various hardware and 2 traveling toolboxes		
SC-8	8	bin of plastic hangers		
SC-9	1	pre-lit snowing Christmas tree		
SC-10	1	Christmas decorations		
SC-11	1	holiday decorations		
SC-12	1	costumes		
SC-13	1	Floral design supplies and home decor		
SC-14	1	continental welded chafer		
SC-15	1	4 rolling office chairs		
SC-16	1	variety of micellaneous baskets, bowls, and utinsels		
SC-17	1	3 styles of vases (hurricane globes, cylinders, and mini conical vases)		
SC-18	1	desk		
SC-19	1	coat rack		
SC-20	1	2 magazine racks		
SC-21	1	bookshelf		
SC-22	1	medium sized dolly		
SC-23	1	weight equipment machine (40 pound weight missing)		
Public Works - Fleet Services				
*FS-547	1	2000 Ford Super Cab	F150	1FTRX17W4YKB10858
*FS-675	1	2005 Ford Pro Patch	F750	3FRXF75R55V154170
*FS-693	1	1998 Chevrolet Regular Cab	2500	1GCGC24R4WZ197138
*FS-889	1	2001 Ford Crew Cab & Chassis DRW	Ford F550	1FDAW56S51EC60614
FS-891	1	2007 Toyota Hybrid	Prius	JTDKB20U773259093
Public Works - Engineering				
ENG-1	1	Office Supplies (Hole Punch, 5 Large Clip Boards, 2 Desk Organizers, 2 (11x14) plan holders, 2 Stacking Trays, Wire Organizer)		
Fire				
CFD-1	1	Warn 9000 lb winch xd9000i		
CFD-2	1	4 light ceiling fan light kit		
CFD-3	1	Toshiba 19" TV/DVD combo		
CFD-4	1	RCA 19" TV		

CFD-5	1	Twin bed frame		
CFD-6	1	office chairs x3		
Police				
CPD-1	57	8 L-3 Flashback 2 DVR's, 2 L-3 Flashback 1 DVR's, 5 monitors, 5 radar interfaces, 8 Rear seat cameras, 5 Front Cameras, 1 motorcycle camera and 20+ first generation Body mic's with various holsters and charging cradles.		
CPD-2	7	7 AT&T Prepaid phones		
CPD-3	17	Stalker Dual Radars: 4 Counting Units, 8 antennas, 3 Remotes, 2 power cables - no antenna cables.		
CPD-4	34	Motorola/ Symbol Windows mobile devices. 7 MC70, 11 MC75, 3 cradles with ethernet connection (1 cradle has 2 bad ports) 10 spare batteries, 3 battery chargers, 15 Mag stripe readers. Devices were working when taken out of service, Includes		
CPD-5	5	5 various sized fire extinguishers - 4 full, 1 is partially discharged		
CPD-6	1	Progard cage for 2013 Chevy Tahoe, all parts including rear cargo partician		
CPD-7	2	19" Color Security Monitor VCR	Ultrak Smart Choice	M2030037 2020852
CPD-8	1	Intoxilyzer	5000EN	68-013086
CPD-9	1	Tub of misc copper wire (for scrap)		
CPD-10	16	Misc Tomar and Whelen Lights: 3 Tir3 (red), 2Lin6 R/B split,2 500 Series R/B Split,1 6LED Vertex Red, 1 Unity Spot Light (new). 3 Tomar Traffic emmitters (2 have bad bulbs, 1 unk condition), 2 Tomar Rect 14LS(red/red), 1 Tomar Rect14L(R/B Split) 1 Tomar Siren speaker in Unk condition.		
CPD-11	1	Progard Dual gun rack w/ electronic release - Working when removed		
CPD-1112	1	2008 Dodge	Charger	2B3KA43G58H216389
CPD-1126	1	2012 Chevrolet	Malibu	1G1ZA5EU1CF271835
CPD-1132	1	2013 Chevrolet	Tahoe	1GNLC2E0XDR330973
CPD-1133	1	2013 Ford	Fusion	3FA6P0G76DR380482
CPD-1159	1	2003 Infinity	G35	JNKC54E83M207202
Municipal Court				
MC-1	1	Staples Horizontal 2 drawer filing cabinet		
MC-2	1	Hon Vertical 4 drawer filing cabinet		
MC-3	1	Martin Yale Letter Auto Folder		

**Items have been approved for sale at an earlier council meeting.*

Resolution R-17-4099

Police Department Obsolete Vehicle List

PD-1129	1	Chevrolet Tahoe	2013
PD-1132	1	Chevrolet Tahoe	2013
PD-1135	1	Chevrolet Tahoe	2013
PD-1136	1	Chevrolet Tahoe	2013
PD-1137	1	Chevrolet Tahoe	2013
PD-1144	1	Chevrolet Tahoe	2015

RESOLUTION R-10-3230

**A RESOLUTION APPROVING COUNCIL ACTION
UNDER CONSENT ITEMS AT THE REGULAR CITY
COUNCIL MEETING OF MAY 18, 2010**

WHEREAS, 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 Council action under Consent Items as follows are hereby adopted:

- a. Approval of the minutes of the regular City Council meeting of May 4, 2010
- b. Approval of a professional services agreement with Rene Bates Auctioneers for auction services, and authorize the City Manager to sign the agreement
- c. Acceptance of a grant award, in the amount of \$53,550, from the Department of Homeland Security Assistance to Firefighters Grant Program, for the purchase of exhaust removal equipment for all fire apparatus
- d. Approval of a donation of \$14,000 from the Colleyville Soccer Association for Pleasant Run Park signage

AND IT IS SO RESOLVED.

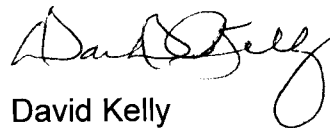
APPROVED BY A VOTE OF 7 AYES, 0 NAYS AND 0 ABSTENTIONS
ON THIS THE 18th DAY OF May 2010.

ATTEST:



Cynthia Singleton, TRMC, CMC
City Secretary

CITY OF COLLEYVILLE



David Kelly
Mayor

RESOLUTION R-17-4099

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

WHEREAS, City Council has taken action on certain items on the agenda under Consent Items.

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

- Sec. 1. THAT the agenda decisions approved by City Council action under Consent Items as follows are hereby adopted:
- a. Approval of the minutes from the January 13, 2017 City Council Visioning Workshop
 - b. Approval of the Joint City Council and GCISD Board of Trustees Joint Workshop Minutes of February 13, 2017
 - c. Approval of the minutes of the regular City Council meeting of February 21, 2017
 - d. Approval to purchase two (2) Ford F150 pickups and one (1) Ford F550 crew cab truck in the amount of \$88,784, from Defender Supply in conjunction with Holiday Group, an approved vendor, through the State of Texas Cooperative Purchasing Program Texas Smart Buy; approving the disposal of the units being replaced, and authorizing the city manager to execute the purchase and disposal agreements upon receipt and acceptance of the vehicles
 - e. Approval to purchase a replacement pot hole patch truck in the amount of \$152,823, from Southwest International Trucks Inc., an approved vendor, through the BuyBoard Cooperative Purchasing Program; approving the disposal of the unit being replaced, and authorizing the city manager to execute the purchase and disposal agreements upon receipt and acceptance of the vehicle

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF 6 AYES, 0 NAYS, AND 0 ABSTENTIONS
ON THIS THE 7TH DAY OF MARCH 2017.

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

Aye
Aye
Aye
Aye

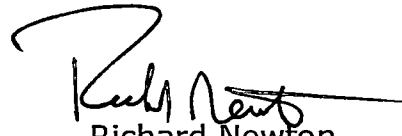
Mayor Pro Tem Chris Putnam
Place 5, Nancy Coplen
Place 6, Mike Taylor

Absent
Aye
Aye

ATTEST:


Amy Shelley, TRMC
City Secretary

CITY OF COLLEYVILLE


Richard Newton
Mayor

CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties.
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

**OFFICE USE ONLY
CERTIFICATION OF FILING****1 Name of business entity filing form, and the city, state and country of the business entity's place of business.**

Rene' Bates Auctioneers, Inc.
McKinney, TX United States

Certificate Number:
2017-261118

Date Filed:
09/15/2017

Date Acknowledged:
09/18/2017

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.

City of Colleyville, Texas

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.

101617
Auctioneer Services

4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary

5 Check only if there is NO Interested Party.**6 AFFIDAVIT**

I swear, or affirm, under penalty of perjury, that the above disclosure is true and correct.

Signature of authorized agent of contracting business entity

AFFIX NOTARY STAMP / SEAL ABOVE

Sworn to and subscribed before me, by the said _____, this the _____ day of _____,
20_____, to certify which, witness my hand and seal of office.

Signature of officer administering oath

Printed name of officer administering oath

Title of officer administering oath

CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties.
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

OFFICE USE ONLY CERTIFICATION OF FILING

Certificate Number:
2017-261118

Date Filed:
09/15/2017

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1 Name of business entity filing form, and the city, state and country of the business entity's place of business.

Rene' Bates Auctioneers, Inc.
McKinney, TX United States

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City of Colleyville, Texas

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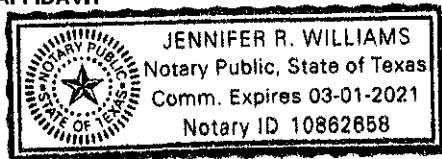
101617
Auctioneer Services

4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary

5 Check only if there is NO Interested Party.



6 AFFIDAVIT



I swear, or affirm, under penalty of perjury, that the above disclosure is true and correct.

Sheryl Bates
Signature of authorized agent of contracting business entity

AFFIX NOTARY STAMP / SEAL ABOVE

Sworn to and subscribed before me, by the said Sheryl Bates, this the 15 day of September, 2017, to certify which, witness my hand and seal of office.

Jennifer R. Williams
Signature of officer administering oath

Jennifer R. Williams
Printed name of officer administering oath

Notary
Title of officer administering oath



City of Colleyville City Council Agenda Briefing

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

Agenda Number 4d

Agenda Date 10/10/2017

Number Resolution R-17-4182

Type Resolution

Department Library

Title

Approval to use the Voluntary Library Fund in Fiscal Year 2018 (FY 2018), for the purchase of library materials, collection processing supplies, and library programs, in an amount not to exceed \$160,000

Strategic Plan

- 2.1 Provide responsive, efficient city services
- 2.3 Effectively leverage information technology
- 2.4 Demonstrate stewardship of public resources
- 5.2 Support a variety of community events, concerts and celebrations
- 5.3 Provide attractive facilities for leisure and recreation

Explanation

Reading and Public Hearing

The Voluntary Park Fund was established in 1976 per attached Resolution R-76-126. In 1992, the Colleyville Friends of the Library and the Parks and Recreation Advisory Board made a joint recommendation to the City Council to increase the Voluntary Park Fund from \$1.00 to \$2.00 per month and to establish a Voluntary Library Fund with a donation level of \$1.00 per month per attached Resolution R-92-779.

In consideration of the opening of the Colleyville Public Library in November 2003, the Colleyville Public Library Board reviewed the established fee and use of the Voluntary Library Fund on July 24, 2003. Upon completion of this review, the Board proposed no change to the current donation level of \$1.00 per month; however, the Board desired to clarify the uses of the Voluntary Library Fund. On September 10, 2003, the Colleyville Public Library Board reviewed and unanimously recommended approval to City Council of a draft resolution establishing the allowed uses of the Voluntary Library Fund. City Council approved attached Resolution R-03-2237 on October 7, 2003.

On October 10, 2005, the Colleyville Public Library Board reviewed the status of the Voluntary Library Fund, which included expenditures (approved, expended, and projected), and revenues (actual and projected). Upon completion of this review, the Library Board unanimously approved the Board proceed with a study to evaluate the need for increasing the Voluntary Library Fund donation from \$1.00 to \$2.00 per month.

In preparing the Fiscal Year 2007 (FY 2007) Colleyville Public Library budget, there

were discussions with the Library Board, on April 10, 2006, and June 12, 2006, supporting the use of the Voluntary Library Fund for the purchase of collection materials, materials processing supplies, and programs. During the discussions, it was reflected the balance of the bond funding, designated for the Library's opening day collection development, was projected to be expended during FY 2006. Additionally, it was discussed in the FY 2007 Library budget, the Voluntary Library Fund would be the primary source of funding for all library materials, (books, DVDs, CDs, digital, and other materials), library materials processing supplies, and programs. On June 12, 2006, the Library Board unanimously approved a recommendation to the City Council for consideration to increase the Voluntary Library Fund donation from \$1.00 to \$2.00 per month, to provide financial resources for continued growth and development of Library material collections and programs. In October 2006, City Council approved attached Resolution R-06-2768, which increased the monthly Voluntary Library Fund contribution amount from \$1.00 to \$2.00 per month.

Since FY 2004, the Colleyville Public Library budget has included use of the Voluntary Library Fund for the purchase of collection materials, collection processing supplies, and library programs. The attached Voluntary Library Fund Report FY2004 – FY2018 provides an overview of Library Board recommended and City Council approved expenditures. For six consecutive years, the Colleyville Public Library Board unanimously approved the use of the Voluntary Library Fund for the purchase of library collection materials, collection processing supplies, and library programs, in an amount not to exceed \$145,000.

The FY 2017 Colleyville budget included moving \$33,000 for library books and programs from the General Fund to the Voluntary Library Fund. On August 29, 2016, the Colleyville Public Library Board reviewed the proposed changes in the FY 2017 Library budget and recommended increasing the expenditure amount from \$145,000 to \$155,000 in the Voluntary Library Fund, as this fund would be the primary source of funding for all library materials, collection processing supplies, and library programs.

In FY 2018, the Library budget continued to include the Voluntary Library Fund as the primary source of funding for all library materials, library materials processing supplies, and programs. On September 11, 2017, the Colleyville Public Library Board reviewed the proposed FY 2018 Colleyville Public Library budget and recommended increasing the expenditure amount from \$155,000 to \$160,000 in the Voluntary Library Fund. Whereupon, the Library Board unanimously approved the use of the Voluntary Library Fund for the purchase of library collection materials, collection processing supplies, and library programs, in an amount not to exceed \$160,000

Financial Impact

Funds are available in the Voluntary Library Fund, in the amount of \$361,481, as of August 31, 2017, per the attached Financial Status of Voluntary Library Fund

at August 31, 2017.

Recommendation

Approve

Attachments

1. Financial Status of Voluntary Library Fund at 8-31-2017
2. Resolution R-76-126
3. Resolution R-92-779
4. Resolution R-03-2237
5. Resolution R-06-2768
6. Voluntary Library Fund Report FY 2004 - FY 2018

FINANCIAL STATUS OF VOLUNTARY LIBRARY FUND AT 8-31-2017

FUND BALANCE AT 9-30-2016:

\$413,453

FY 2017 REVENUE

Donations:	PROJECTED	ACTUAL
October	\$13,136	\$13,136
November	\$13,302	\$13,302
December	\$14,119	\$14,119
January	\$13,620	\$13,620
February	\$13,236	\$13,236
March	\$14,334	\$14,334
April	\$12,566	\$12,566
May	\$14,082	\$14,082
June	\$14,281	\$14,281
July	\$14,244	\$14,244
August	\$13,288	\$13,288
September	\$13,298	\$0
Total Donations	\$163,505	\$150,207
Interest income Received	\$1,764	\$1,764
TOTAL	\$165,269	\$151,971

FY 2017 EXPENDITURES

	RECOMMENDED (BOARD)	APPROVED (COUNCIL)	EXPENDED YEAR-TO-DATE
BOOKS AND PROCESSING MATERIALS			
FY 2016 BALANCE OF AUTHORIZATION	\$48,943	\$48,943	\$48,943
FY 2017 AUTHORIZATION (R-16-4044, 10/18/15)	\$155,000	\$155,000	\$92,060
TOTAL	\$203,943	\$203,943	\$141,003

AVAILABLE FUND BALANCE AT 8-31-2017 (COUNCIL APPROVED)

\$361,481

PROJECTED AVAILABLE FUND BALANCE AT 9-30-2017 (COUNCIL APPROVED)

\$374,779

STATE OF TEXAS

COUNTY OF TARRANT

RESOLUTION No. R-76-126

CITY OF COLLEYVILLE

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF COLLEYVILLE, TEXAS ESTABLISHING A VOLUNTARY PARK FUND AND ITS USE.

WHEREAS, the park space presently available is not sufficient to adequately support the present population of the City; and

WHEREAS, the City of Colleyville can anticipate a continued growth and development of at least the present rate; and

WHEREAS, the City of Colleyville does not have sufficient financial resources to provide its citizens with needed park land and facilities; and

WHEREAS, it is the opinion of the City Council that the best interest of the citizens of the City of Colleyville will be served by providing for a park fund;

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

1. A park fund will be established for the purpose of acquisition, development, and improvement of the Park land and facilities; and said fund is not to be used for Park maintenance,
2. The Park fund will be funded through a voluntary donation of one (\$1) dollar per month from the citizens of Colleyville.
3. This fee will be listed as a separate entry on Colleyville residents water bills and is in all ways strictly voluntary.

PASSED AND ADOPTED this 15th day of June, 1976, by the City Council of the City of Colleyville, Texas.

APPROVED:


JOHN A. ANDREWS, Mayor

ATTEST:


Julie R. Kearley, City Secretary

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RESOLUTION R-92-779

A RESOLUTION APPROVING COUNCIL ACTION
UNDER BUSINESS AT THE REGULAR
COUNCIL MEETING OF
MAY 5, 1992

WHEREAS, 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:

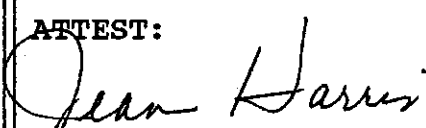
Sec. 1. THAT the agenda decisions approved by the Council action under Business this date and not otherwise adopted by Ordinance and/or separate Resolution, as follows are hereby adopted:

1. THAT the appointment of Councilperson Ahlers as Mayor Pro Tem of the City is hereby approved.
2. THAT the appointment of Alan Linford to Place 4 of the Parks and Recreation Advisory Board is hereby approved.
3. THAT the \$1.00 increase to the Voluntary Parks Donation and the implementation of \$1.00 Voluntary Library Donation, being a \$3.00 total, be shown on one line of the Utility Billing, reading "Voluntary Parks/Library Fund" and that all donations be divided 2/3's to the Park Fund and 1/3 to the Library Fund to begin in the June, 1992 Utility Billing Cycle is hereby approved.
4. THAT the improvement plan for the Oaks and Briarwood Subdivisions as suggested by Staff and instructions to staff to proceed with preparations of preliminary construction plans is hereby approved.

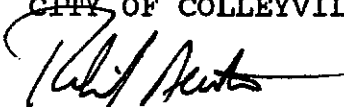
AND IT IS SO RESOLVED.

Passed by a vote of 5 to 0 on the 5th day of May, 1992.

ATTEST:


Jean Harris, CMC
City Secretary

CITY OF COLLEYVILLE


Richard Newton
Mayor

RESOLUTION R-03-2237

**A RESOLUTION ESTABLISHING THE ALLOWED USES OF THE
VOLUNTARY LIBRARY FUND**

WHEREAS, the mission of the Colleyville Public Library is to provide cultural, educational, intellectual and recreational resources in an inviting environment to enhance the quality of life for all ages; and

WHEREAS, the City of Colleyville can anticipate continued growth in the demand for library programs and services; and

WHEREAS, it is the opinion of the City Council that the best interest of the citizens of Colleyville will be served by providing for a voluntary library fund; and

WHEREAS, the City Council has established the Colleyville Public Library Board and this Board shall serve as a recommending body to the City Council for the use of the Voluntary Library Fund.

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

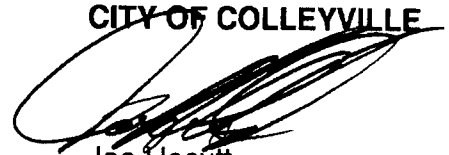
- Sec. 1. THAT a voluntary library fund has been established for the purpose of the development and improvement of library programs and services; and said fund can be used for approved library programs and capital items, including collection development (books and materials) and other items as desired by the City Council; however, said fund will not be used to provide for ongoing library maintenance and operations.
- Sec. 2. THAT the voluntary library fund is funded through a voluntary donation of one (\$1) per month from the citizens of Colleyville.
- Sec. 3. THAT this fee is listed with the Library Donation Fund as a separate entry on the Colleyville residents' water bills and is in all ways strictly voluntary.

AND SO IT IS RESOLVED.

PASSED BY A VOTE OF 5 AYES, 0 NAYS AND 0 ABSTENTIONS ON THIS
THE 7th DAY OF October 2003.

ATTEST:


Cynthia Singleton, TRMC
City Secretary

CITY OF COLLEYVILLE

Joe Hocutt
Mayor

RESOLUTION R-06-2768

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COLLEYVILLE,
TEXAS, INCREASING THE VOLUNTARY LIBRARY FUND CONTRIBUTION
AMOUNT**

WHEREAS, the City Council previously created the Voluntary Library Fund; and

WHEREAS, in order to enhance the services at the Colleyville Public Library,
the Colleyville Library Board has asked to increase the monthly
Voluntary Library Fund contribution amount.

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

Sec. 1. THAT the voluntary donation amount to the Voluntary Library Fund
is increased to two (\$2) per month from the citizens of Colleyville.

Sec. 2. THAT this Resolution shall take effect November 1, 2006.

AND IT IS SO RESOLVED.

PASSED BY A VOTE OF 7 AYES, 0 NAYS AND 0 ABSTENTIONS ON
THIS THE 17th DAY OF October 2006.

ATTEST:



Cynthia Singleton, TRMC
City Secretary

CITY OF COLLEYVILLE



David Kelly
Mayor



Public Library

Voluntary Library Fund Report *

FY 2004 - FY 2018

Fiscal Year (FY)	Board Recommended	Council Approved
FY 2004	\$36,436	\$36,436
FY 2005	\$46,750	\$46,750
FY 2006	\$102,370	\$102,370
FY 2007	\$220,825	\$220,825
FY 2008	\$126,000	\$126,000
FY 2009	\$130,000	\$130,000
FY 2010	\$135,000	\$135,000
FY 2011	\$145,000	\$145,000
FY 2012	\$145,000	\$145,000
FY 2013	\$145,000	\$145,000
FY 2014	\$145,000	\$145,000
FY 2015	\$145,000	\$145,000
FY 2016	\$145,000	\$145,000
FY 2017	\$155,000	\$155,000
FY 2018	\$160,000	

*Use of the Voluntary Library Fund for the purchase of collection materials, collection processing supplies and library programs

Voluntary Library Fund Report

Special Project Expenditures

Fiscal Year (FY)	Board Recommended	Council Approved
FY 2003 - Library Building Construction	\$400,000	\$400,000
FY 2011 - Library Second Floor Audio-Visual Equipment	\$50,000	\$50,000
FY 2015 - Library Long-Range Plan 2016-2021	\$25,000	\$25,000



City of Colleyville City Council Agenda Briefing

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

Agenda Number 5a

Agenda Date 10/10/2017

Number Ordinance O-17-2032

Type Ordinance

Department Community Development

Title

Consideration of a zoning change from the R-20 Single Family Residential zoning district to the CPO Professional Office zoning district on Lot 24, Block 2, of the Fair Way Addition, located at 8308 Precinct Line Road, Case ZC17-015

Strategic Plan

4.2 Encourage compatible commercial growth

Explanation

First Reading and Public Hearing

Juan and Lillianne Garcia, the applicants, have submitted a request to rezone approximately 0.4614 acres (20,100 square feet), located at 8303 Precinct Line Road, from the Single Family Residential (R-20) district to the Professional Office (CPO) district. The applicant is seeking a zoning change so they can convert the existing residential structure into a professional office.

Existing Conditions/Background: The subject property is currently platted as Lot 24, Block 2, of the Fair Way Addition. The applicant proposes to renovate the existing residential structure into an office and add any site improvements required in the Land Development Code appropriate for office use. The current zoning would not allow an office use.

Proposed Zoning Change:

Request – Single Family Residential (R-20) to Professional Office (CPO).

Ordinance – Section 3.17.D in the Schedule of District Regulations in the Land Development Code establishes the following regulations for the Professional Office Commercial (CPO) district:

Purpose: This district is designed to be compatible adjacent to or near residential areas and to provide office services needed by homeowners on a usual basis. The lot size maximum is small to encourage small-scale developments and hours of operation do not permit businesses to be open at night.

Minimum Lot Area: 7,200 square feet

Maximum Lot Area: 1 acre (43,560 sq/ft)

Minimum Lot Width:	100 feet
Minimum Lot Depth:	120 feet
Minimum Front Yard Setback:	40 feet
Minimum Side Yard Setbacks:	25 feet
Minimum Rear Yard Setback:	25 feet
Maximum Lot Coverage:	40 percent

Analysis – The subject property meets all of the minimum requirements described for the requested CPO designation. This request continues recent development patterns along this portion of Precinct Line Road.

Surrounding Development: Seven of the eleven parcels with frontage along this block of Precinct Line Road have R-20 zoning. Four of the seven parcels with R-20 zoning currently maintain residential structures. The remaining properties along this block of Precinct Line Road have commercial zoning (CC-1, CC-2, & PUD-C). Properties across Precinct Line Road, in North Richland Hills, have developed commercially with a Wells Fargo Bank, Wal-Mart, Target, and small commercial strip center comprising the closest developed properties.

Comprehensive Plan: The City's comprehensive plan, *Destination Colleyville*, designates the subject property and all the surrounding property on the same block for future commercial use. The proposed rezoning brings the property into conformance with the comprehensive plan. The proposed rezoning request complies with the density policy stated in the Comprehensive Plan.

Fees: Park Land Dedication fees are not required for the subject property.

Tree Preservation: Any future development of the subject property must comply with Chapter 5 (Tree Preservation) of the Land Development Code. Where any tree is slated for removal, no site grading, dirt disturbance or new construction may occur on the property until a Tree Removal Permit has been issued that is associated with an approved Tree Preservation Plan.

In addition to the requirements for submittal of a Tree Removal Permit and Tree Preservation Plan, future development on the site must maintain the minimum existing protected tree canopy coverage as required in Chapter 5.

Public Notification: Staff mailed notices to all property owners within 200 feet as well as any Homeowners Associations within 500 feet of the subject property on Friday, August 25, 2017 regarding this request. Staff notified Keller ISD per state law, which serves the subject property. Notice was published in the *Fort Worth Star-Telegram* on Saturday, August 26, 2017 as required by State law and the Land Development Code. To date, staff has not received any correspondence for this item.

Staff Recommendation: Staff recommends approval of the zoning change request

based on the following findings:

- The requested zoning change conforms to the Future Land Use Plan and stated goals described in the *Destination Colleyville* Plan.
- The requested zoning change poses no adverse collateral effects on the surrounding properties.
- The requested zoning change complements recent development trends in the surrounding properties and along Precinct Line Road.
- The subject property does not contain any characteristics requiring variances from the regulations described in the Land Development Code for the Professional Commercial Office (CPO) zoning district.

Planning and Zoning Commission Recommendation: The Planning and Zoning Commission recommends approval of the request by a vote of 6-0.

Financial Impact

There is no financial impact to the City.

Recommendation

Approve

Attachments

1. Aerial Map
2. Zoning Map
3. Future Land Use Map
4. Statement of Planning Objectives
5. Zoning Exhibit
6. Notification Map
7. Notification List
8. Property Owner Notification
9. Legal Notice
10. Ordinance O-17-2032

Aerial Map



ZC17-015

8308 Precinct Line Road

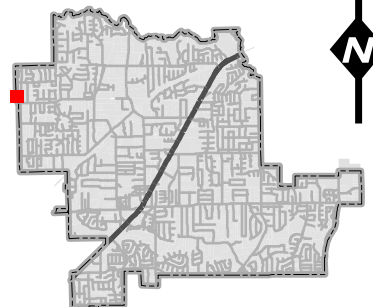
DISCLAIMER:

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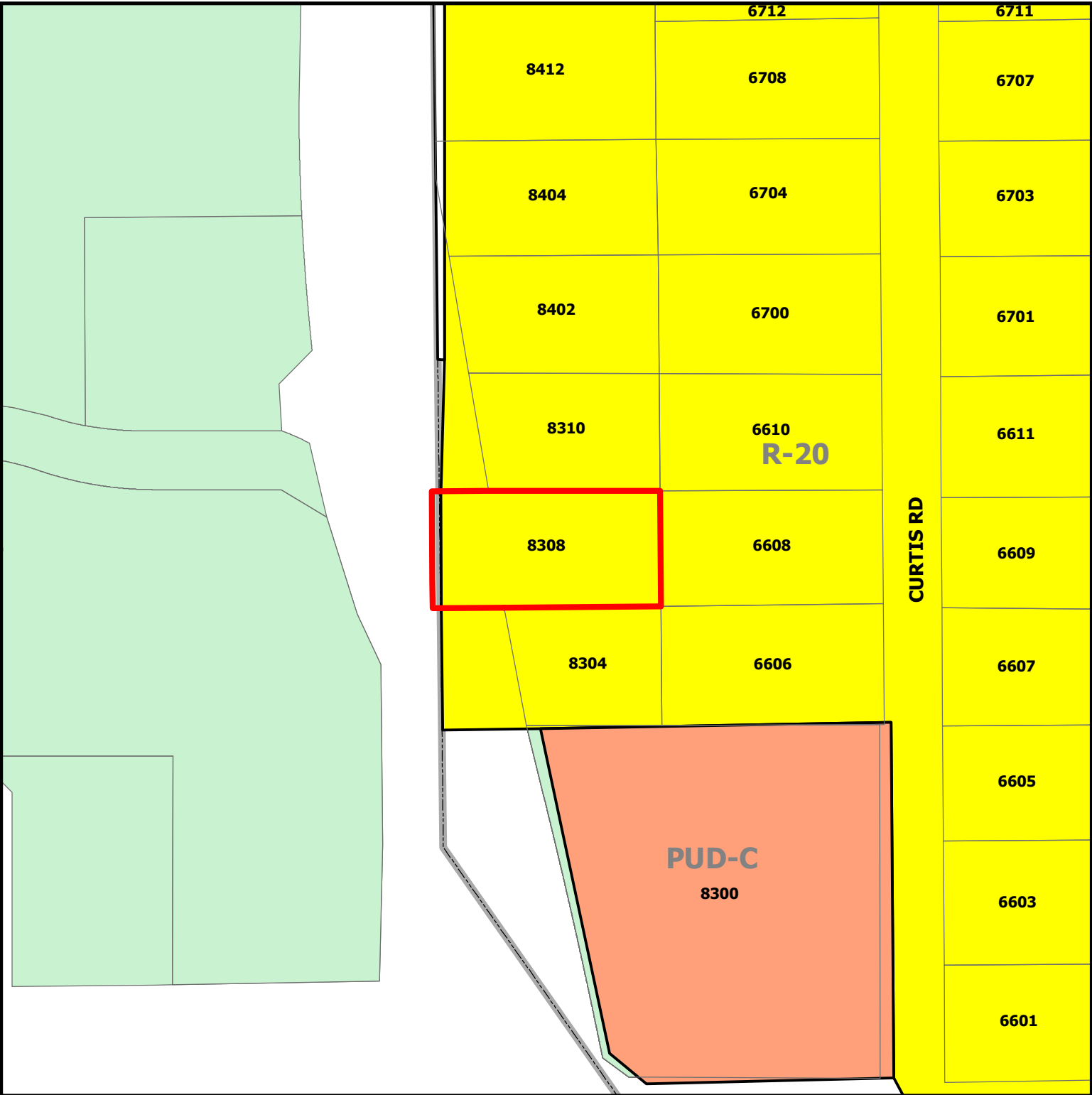


Subject Property

City Limit



Zoning Map



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ZC17-015

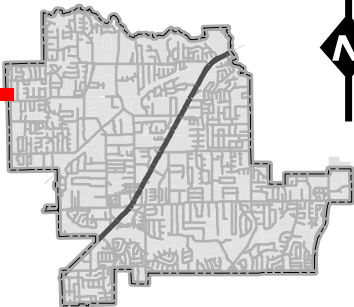
8308 Precinct Line Road



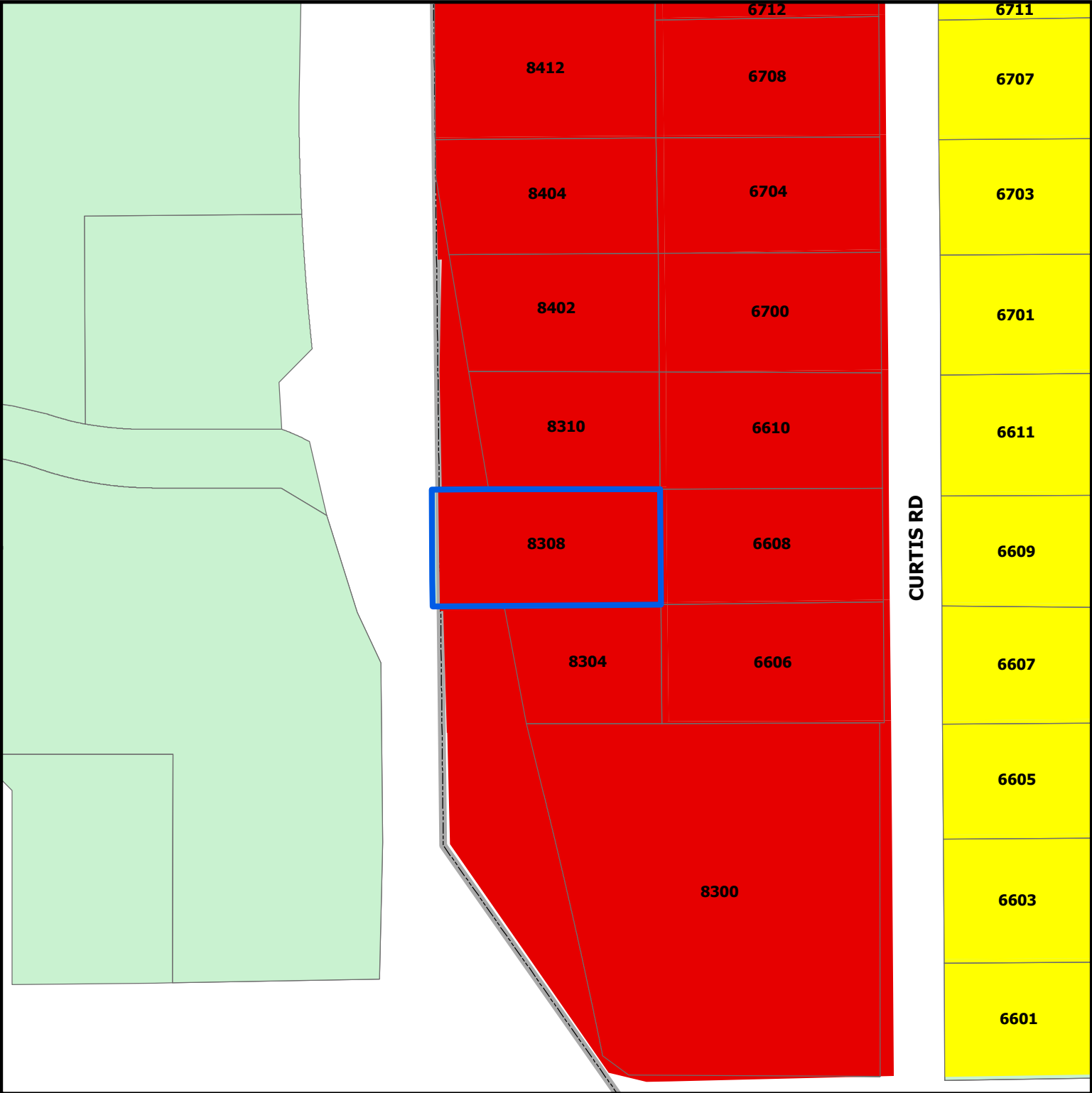
Subject Property



City Limit



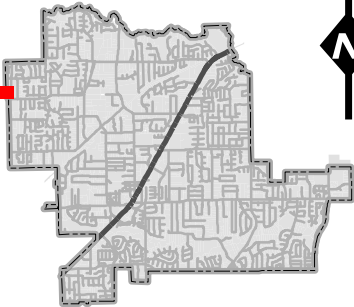
Future Land Use Map



ZC17-015

8308 Precinct Line Road

-  Subject Property
-  Residential
-  Commercial
-  City Limit



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Statement of Planning Objectives

June 20, 2017

Shane Pace
City Of Colleyville
1000 Main Street
Colleyville, TX. 76034

Juan and Lillianne Garca, 8308 Precint Line Zoning Change
Statement of Planning Objective

On LOT 25 BLOCK 2 the work planned or required is as follows:

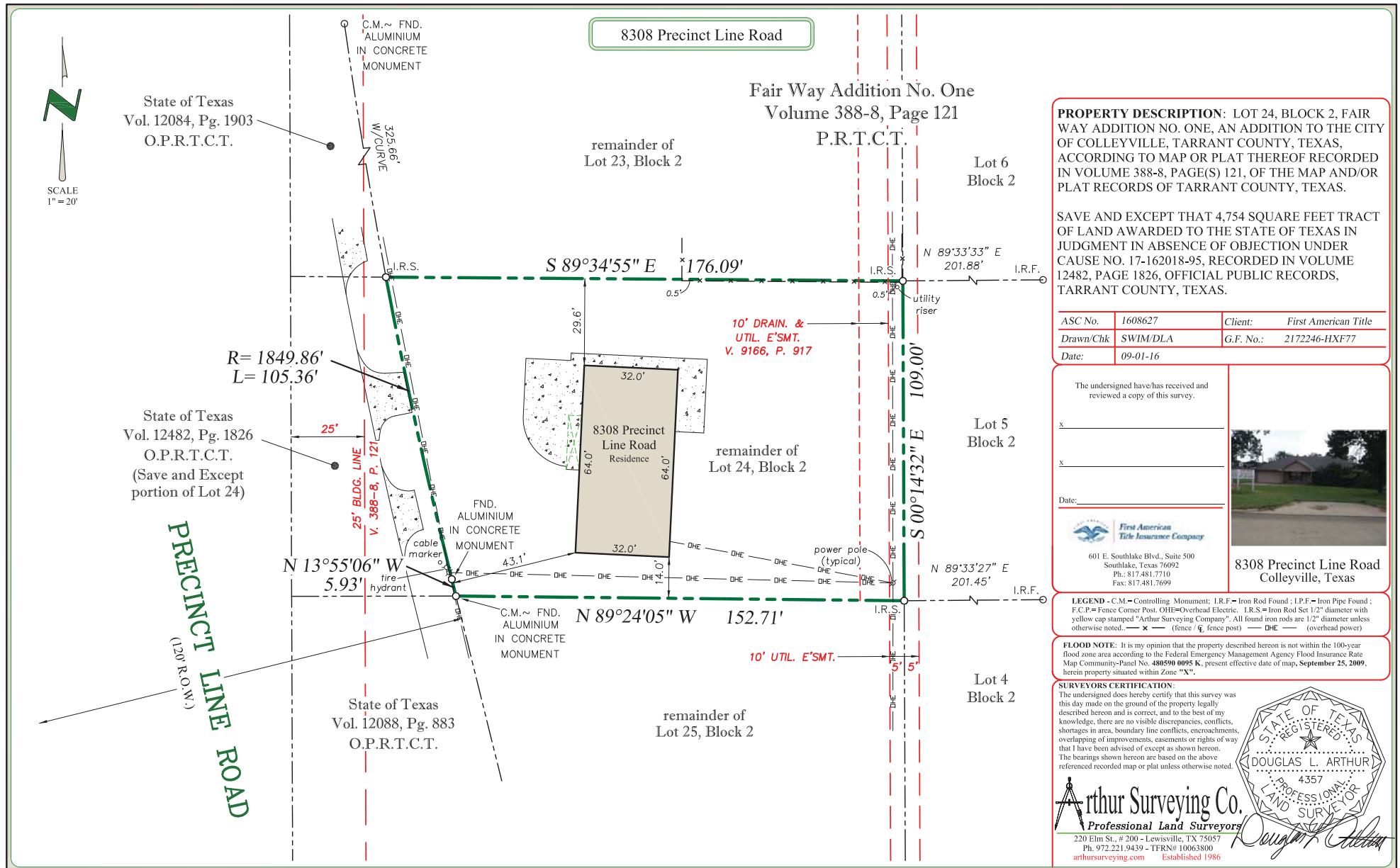
- a) Convert existing building to an ADA compliant facility,
- b) Construct parking lot and fire lane per fire department requirements

Juan P Garcia

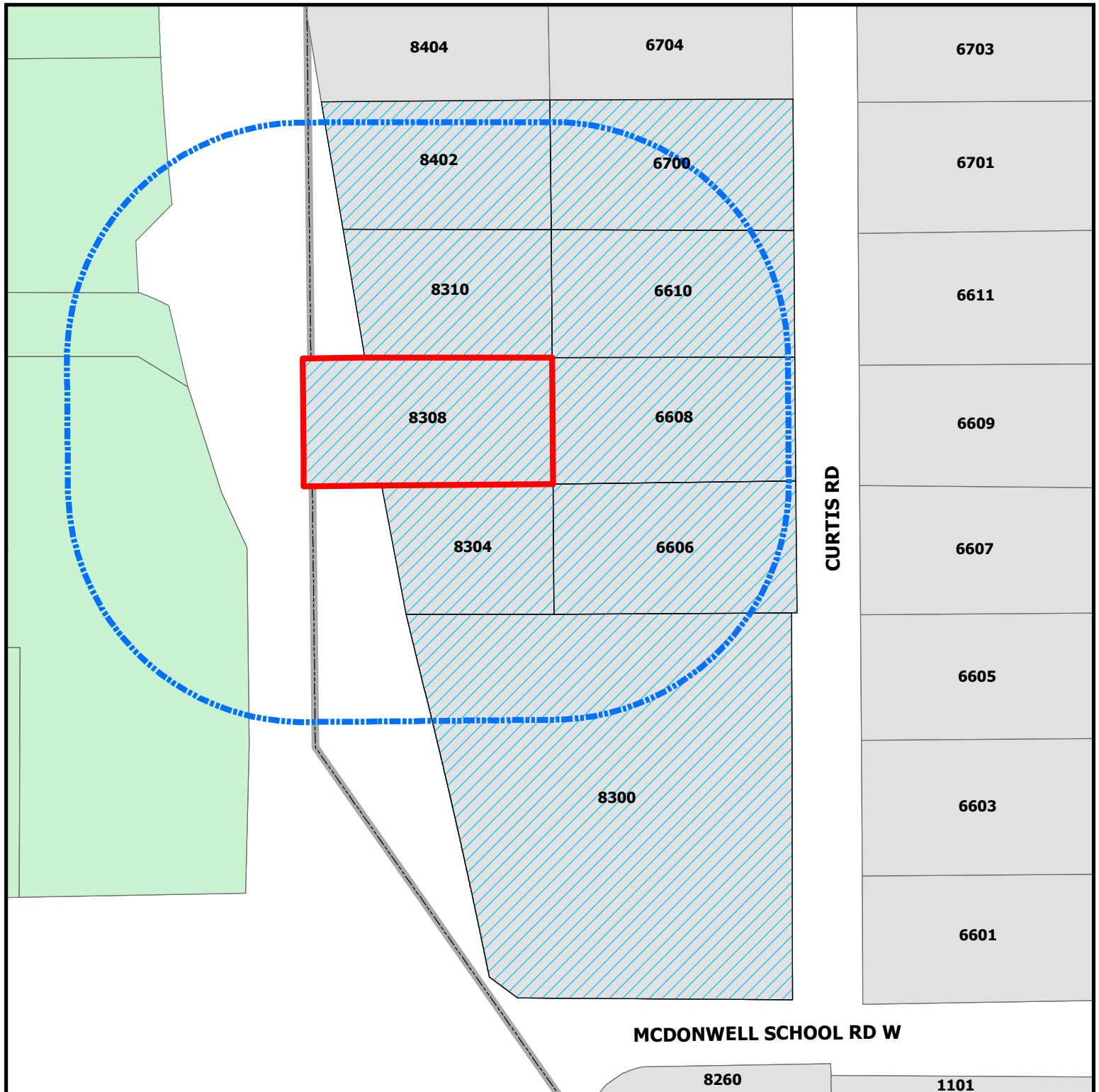
Lillianne Garcia
8308 Precint Line Rd
Colleyville TX 75034

ZONING EXHIBIT FOR ZONING CHANGE
REQUEST FROM R-20 TO COMMERCIAL

Zoning Exhibit



Notification Map



ZC17-015

8308 Precinct Line Road



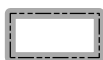
Subject Property



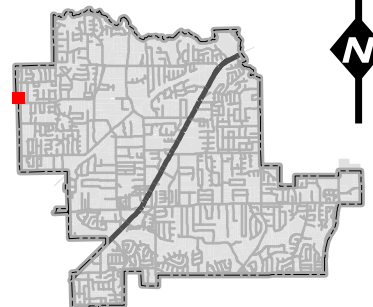
200ft Buffer



Properties within 200ft



City Limit



DISCLAIMER:
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Notification List

Owner Name	Owner Address	Owner City	Owner Zip	Situs Address
COX, FRANKLIN L	6608 CURTIS RD	COLLEYVILLE, TX	76034	6608 CURTIS RD
ECHEVARRIA SOLO 401K TRUST	1527 WINDSOR FOREST TR	ROANOKE, TX	76262	8308 PRECINCT LINE RD
ALECU, MARIUS	6308 REMINGTON PKWY	COLLEYVILLE, TX	76034	8304 PRECINCT LINE RD
DIZON, MARIO S	5280 AREZZO DR	SAN JOSE, CA	95138	8300 PRECINCT LINE RD
ALECU, MARIUS NMI	6308 REMINGTON PKWY	COLLEYVILLE, TX	76034	6700 CURTIS RD
GALE, THOMAS J	8402 PRECINCT LINE RD	COLLEYVILLE, TX	76034	8402 PRECINCT LINE RD
DENISON, ANITA MARIE	12824 MIDWAY RD APT 1140	DALLAS, TX	75244	6610 CURTIS RD
ALECU FAMILY TR	6308 REMINGTON PKWY	COLLEYVILLE, TX	76034	6606 CURTIS RD
HARRELL, EDWARD L	8310 PRECINCT LINE RD	COLLEYVILLE, TX	76034	8310 PRECINCT LINE RD
GARCIA, JUAN AND LILLIANNE	1527 WINDSOR FOREST TRAIL	ROANOKE, TX	76262	APPLICANT
KELLER ISD	350 KELLER PARKWAY	KELLER, TX	76248	STATE LAW REQUIRED

Public hearing notices were mailed Friday,
August 25, 2017 by Araceli Botello

Property Owner Notification



NOTICE OF PUBLIC HEARING

Zoning Case Number: ZC17-015
Applicant: Juan and Lillianne Garcia
Owner: Juan and Lillianne Garcia
Location: 8308 Precinct Line Road
Property Description: Lot 24, Block 2, of the Fair Way Addition
Present Zoning: R-20 Single Family Residential District
Request: Consideration of a zoning change from the R-20 Single Family Residential zoning district to the CPO Professional Office zoning district. The purpose of the zoning change request is to renovate the house and convert it for future office development.

The City of Colleyville has scheduled public hearings concerning the above referenced request on the following dates and location:

Planning and Zoning Commission Meeting: Monday, September 11, 2017 at 7:00 p.m.
City Council Meeting: Tuesday, October 10, 2017 & Tuesday, October 17, 2017 at 7:30 p.m.
3rd floor of City Hall, 100 Main Street, Colleyville, Texas

This notice has been sent to all owners of real property within 200 feet of the request as such ownership appears on the last approved tax roll and all homeowners associations within 200 feet. Approval by the Planning and Zoning Commission serves as a recommendation to the City Council and is not a final action on the request. Denial of the proposal by the Commission is final, unless the applicant submits a written notice of appeal within 10 days from the date of action by the Commission. If appealed, the request will be placed on the next available City Council agenda as listed above. Rezoning requests, zoning amendments and conditions recommended by the Commission for approval by the City Council may be more restrictive than those described in this notice.

All interested persons are encouraged to attend the public hearing and express their opinions on the zoning change request. If you are unable to attend, but wish to have your opinions made a part of the public record, please submit written comments prior to the public hearing, to the address below:

**Community Development Department
City of Colleyville
100 Main Street
Colleyville, TX 76034**

If the property owners of 20% or more of the land within the 200 foot notification area file a written protest prior to the public hearing, State law provides that the approval of the zoning change request shall require the approval of a super majority vote by City Council.

The application is on file for public examination in the Community Development Department at 100 Main Street, Colleyville, Texas. For additional information, please contact the Community Development Department at 817.503.1052. Please reference the zoning case number when requesting information.

Ben Bryner
Community Development Director
bbryner@colleyville.com

Legal Notice

August 25, 2017

SENT VIA EMAIL on Friday, August 25, 2017

Christine Lopez
Legal Notices
Fort Worth Star-Telegram
400 W. Seventh Street
Fort Worth, TX 76102

Dear Christine:

Please publish and furnish an affidavit (N.E. Section):

Saturday, August 26, 2017

The City of Colleyville Planning and Zoning Commission gives notice of a Public Hearing on Monday, 9/11/17 at 7:00 p.m. at City Hall, 100 Main Street, Colleyville, Texas:

Case ZC17-015 - Consideration of a zoning change from the R-20 Single Family Residential zoning district to the CPO Professional Office zoning district on Lot 24, Block 2, of the Fair Way Addition, located at 8308 Precinct Line Road

Case ZC17-016 - Consideration of a zoning change from the CC-1 Village Retail zoning district to the CC-2 Shopping Center zoning district on Tract 2C03, Abstract 206, in the BBB & C RY Survey, located at 4917 Colleyville Boulevard

Case ZC17-017 - Consideration of a zoning change from the AG Agricultural zoning district to the R-20 Single Family Residential zoning district on Tract 2D & 2D3, Abstract 233, in the D R Blanton Survey, located at 5209 Bluebonnet Drive

The City Council will hold a Public Hearing on the above items on 10/10/17 and 10/17/17 at 7:30 p.m. at City Hall, 100 Main Street, Colleyville, Texas.

All interested citizens will be given the opportunity to speak and be heard.

CITY OF COLLEYVILLE



Araceli Botello
Planning Technician

ORDINANCE O-17-2032

AMENDING THE ZONING ORDINANCE AND THE OFFICIAL ZONING MAP OF THE CITY OF COLLEYVILLE, TEXAS, BY CHANGING THE ZONING ON 0.46 ACRES, BEING LOT 24, BLOCK 2, OF THE FAIR WAY ADDITION, LOCATED AT 8303 PRECINCT LINE ROAD, FROM THE R-20 SINGLE FAMILY RESIDENTIAL DISTRICT TO THE CPO PROFESSIONAL OFFICE DISTRICT; PROVIDING A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS (\$2,000.00); AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City of Colleyville has received an application for rezoning under Case ZC17-015; and

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

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

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

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

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

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

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

- Sec. 1. THAT all the foregoing premises and findings are found to be true and correct and are incorporated into the body of this ordinance as if copied in their entirety.
- Sec. 2. THAT the Comprehensive Zoning Ordinance of the City of Colleyville, Texas, be, and the same is hereby amended by changing the zoning on 0.46 acres, being Lot 24, Block 2, of the Fair Way Addition, located at 8303 Precinct Line Road, from the R-20 Single Family Residential District to the CPO Professional Office District, as depicted in the attached Exhibit "A" and Exhibit "B".
- Sec. 3. THAT the above described tract of land shall be used only in the manner and for the purposes provided by the Comprehensive Zoning Ordinance of the City of Colleyville as heretofore amended, and as amended herein.
- Sec. 4. THAT any person, firm or corporation violating any of the provisions or terms of this ordinance shall be subject to the same penalty as provided for in the Comprehensive Zoning Ordinance of the City of Colleyville, and upon conviction shall be punishable by a fine not to exceed the sum of Two Thousand Dollars (\$2,000.00) for each offense.
- Sec. 5. THAT if any section, paragraph, subdivision, clause, phrase or provision of this ordinance shall be judged invalid or unconstitutional, the same shall not affect the validity of this ordinance as a whole or any portion thereof other than that portion so decided to be invalid or unconstitutional.
- Sec. 6. THAT in addition to and accumulative of all other penalties, the City shall have the right to seek injunctive relief for any and all violations of this ordinance.

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

AND IT IS SO ORDERED.

The first reading and public hearing being conducted on the 10th day of October 2017.

The second reading and public hearing being conducted on the 17th day of October 2017.

PASSED AND APPROVED BY A VOTE OF ____ AYES, ____ NAYS, AND ____ ABSTENTIONS ON THIS THE 17TH DAY OF OCTOBER 2017.

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

ATTEST:

CITY OF COLLEYVILLE

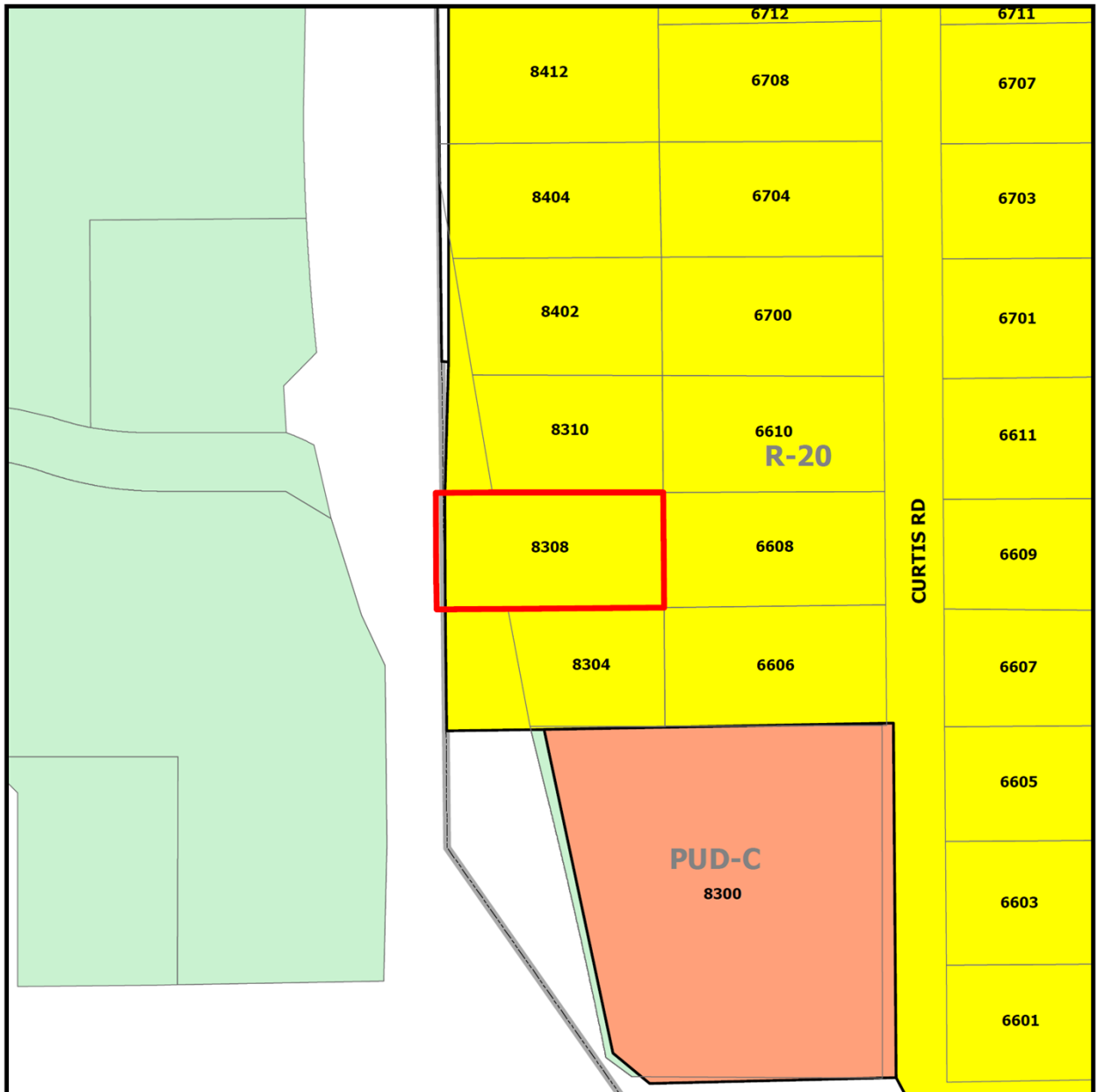
Christine Loven, TRMC
Assistant City Secretary

Richard Newton
Mayor

APPROVED AS TO FORM AND LEGALITY:

Whitt L. Wyatt
City Attorney

Exhibit "A"- Zoning Map



ZC17-015

8308 Precinct Line Road

DISCLAIMER:
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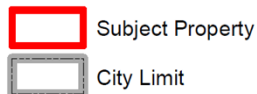
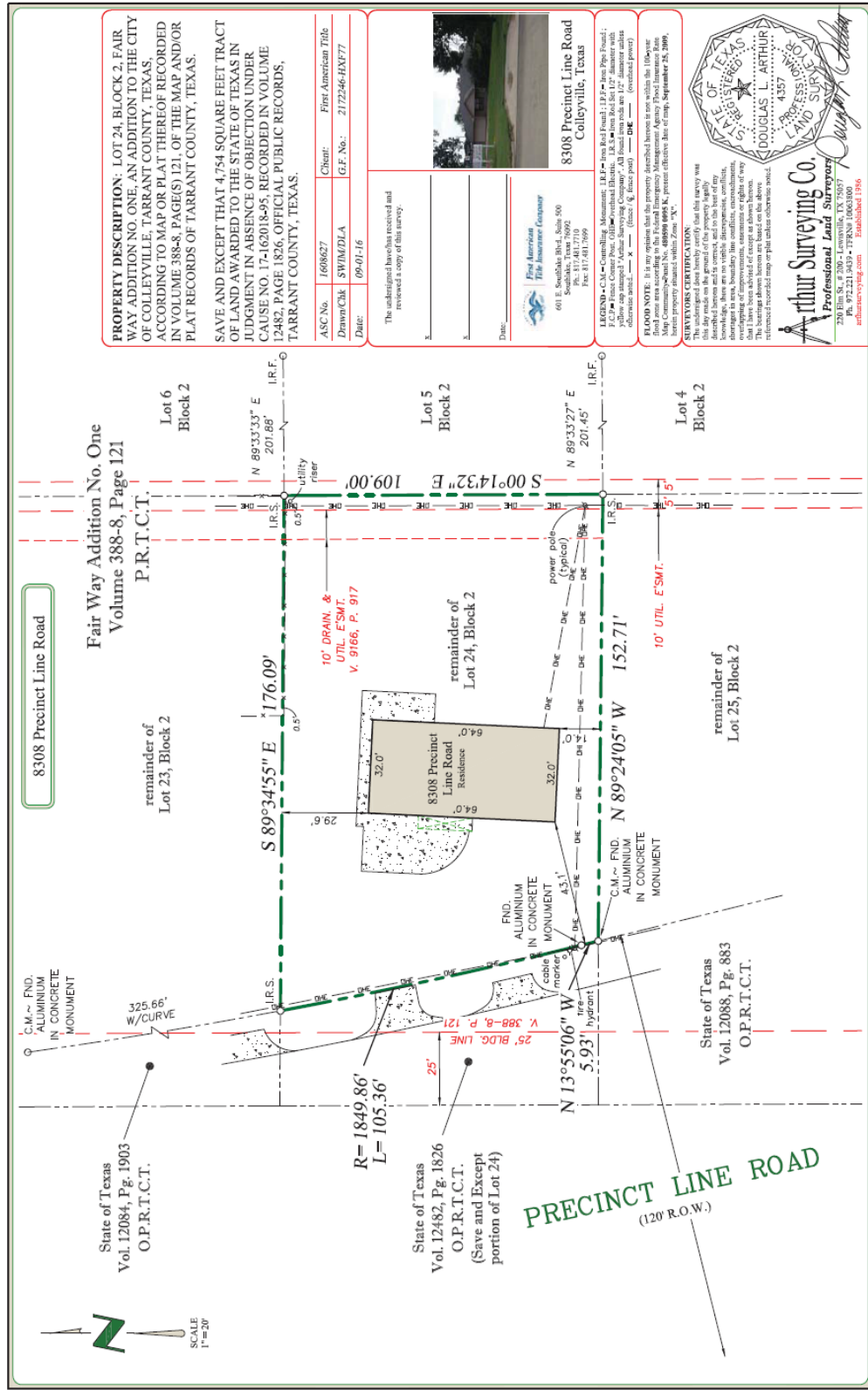


Exhibit "B"- Site Exhibit





City of Colleyville City Council Agenda Briefing

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

Agenda Number 5b

Agenda Date 10/10/2017

Number Ordinance O-17-2033

Type Ordinance

Department Community Development

Title

Consideration of a zoning change from the CC-1 Village Retail zoning district to the CC-2 Shopping Center zoning district on Tract 2C03, Abstract 206, in the BBB & C RY Survey, located at 4917 Colleyville Boulevard, Case ZC17-016

Strategic Plan

4.2 Encourage compatible commercial growth

Explanation

First Reading and Public Hearing

Stephen McGuirk, the applicant, has submitted a request to rezone approximately 0.45 acres (19,603 square feet), located at 4917 Colleyville Boulevard, from the Village Retail (CC-1) district to the Shopping Center (CC-2) district. The applicant desires the requested zoning change to improve the future development prospects of the subject property.

Existing Conditions/Background: The County records the subject property as Tract 2C03, Abstract 206, in the BBB & C RY Survey. The applicant desires the broader range of available uses in the CC-2 district to better facilitate redevelopment of the site. Uses allowed in CC-2 not currently allowed under the existing CC-1 zoning include:

- Emergency clinics (by right)
- Food catering
- Hardware, electrical & plumbing with outside storage (by SUP)
- Hotels and motels
- Locksmiths
- Nurseries and greenhouses with outside display (by SUP)
- Restaurants with drive-thru or drive-in services
- Veterinarian Clinics with indoor kennels (by right), with outdoor kennels (by SUP)
- Roller or ice skating rinks (by SUP)
- Automotive alarm, stereo, window tinting stores
- Automotive uses by SUP: lube shops, motor vehicle sales, repair shop, boat and water craft sales and services, railroad or motor freight terminals, tire and battery stores

Proposed Zoning Change:

Request – Village Retail (CC-1) to Shopping Center (CC-2).

Ordinance – Section 3.20 in the Schedule of District Regulations in the Land Development Code establishes the following regulations for the Shopping Center (CC-2) district:

Purpose: This district is oriented to general commercial goods and services as well as office, entertainment, and community facility uses. By nature, shopping center tracts are large-scale usually accommodating a large anchor store and several smaller stores. These tracts are generally located at major street intersections.

Minimum Lot Area:	20,000 square feet
Maximum Lot Area:	none
Minimum Lot Width:	150 feet
Minimum Lot Depth:	120 feet
Minimum Front Yard Setback:	40 feet
Minimum Side Yard Setbacks:	15 feet
Minimum Rear Yard Setback:	10 feet
Maximum Lot Coverage:	60 percent
Maximum Height:	2 stories, 35 feet

Analysis – The subject property does not meet the minimum lot width requirement for CC-2 or the existing CC-1 zoning designation. It meets all other requirements described for the requested CC-2 designation.

Surrounding Development: Colleyville Boulevard provides most of the commercial real estate in Colleyville and maintains CC-1 and CC-2 as the primary zoning designations for property adjacent to or near the Colleyville Boulevard right-of-way. Specifically this property has CC-2 zoning to the south along Glade Road and across Colleyville Boulevard to the northwest. The CC-1 designated properties adjoin the property immediately to the south and east and across Old Glade Road to the north. The closest residentially zoned properties reside over 350 feet away on the south side of Glade Road.

Comprehensive Plan: The City's comprehensive plan, *Destination Colleyville*, designates the subject property and all the surrounding property on the same block as part of the Colleyville Boulevard Corridor. The proposed rezoning does not alter its conformance with the comprehensive plan.

Fees: Park Land Dedication fees are required for the subject property at the time of platting.

Tree Preservation: Any future development of the subject property must comply

with Chapter 5 (Tree Preservation) of the Land Development Code. Where any tree is slated for removal, no site grading, dirt disturbance or new construction may occur on the property until a Tree Removal Permit has been issued that is associated with an approved Tree Preservation Plan.

In addition to the requirements for submittal of a Tree Removal Permit and Tree Preservation Plan, future development on the site must maintain the minimum existing protected tree canopy coverage as required in Chapter 5.

Public Notification: Staff mailed notices to all property owners within 200 feet as well as any Homeowners Associations within 500 feet of the subject property on Friday, August 25, 2017 regarding this request. Staff notified Grapevine-Colleyville ISD per state law, which serves the subject property. Notice was published in the *Fort Worth Star-Telegram* on Saturday, August 26, 2017 as required by State law and the Land Development Code. To date, staff has not received any correspondence for this item.

Staff Recommendation: Staff recommends approval of the zoning change request based on the following findings:

- The requested zoning change conforms to the Future Land Use Plan and stated goals described in the *Destination Colleyville* Plan.
- The requested zoning change poses no adverse collateral effects on the surrounding properties.
- The requested zoning change complements recent development trends in the surrounding properties and along Precinct Line Road.
- The subject property does not meet the minimum required lot width of the current zoning designation or the requested designation which both require 150 feet. The subject property does not contain any further characteristics requiring variances from the regulations described in the Land Development Code for the Shopping Center (CC-2) zoning district.

Planning and Zoning Commission Recommendation: The Planning and Zoning Commission recommends approval of the request by a vote of 6-0.

Financial Impact

There is no financial impact to the City.

Recommendation

Approve

Attachments

1. Aerial Map
2. Zoning Map

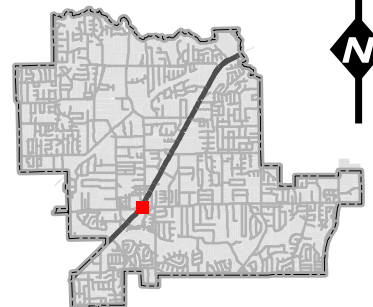
3. Future Land Use Map
4. Statement of Planning Objectives
5. Site Photos
6. Zoning Exhibit
7. Notification Map
8. Notification List
9. Property Owner Notification
10. Legal Notice
11. Ordinance O-17-2033

Aerial Map



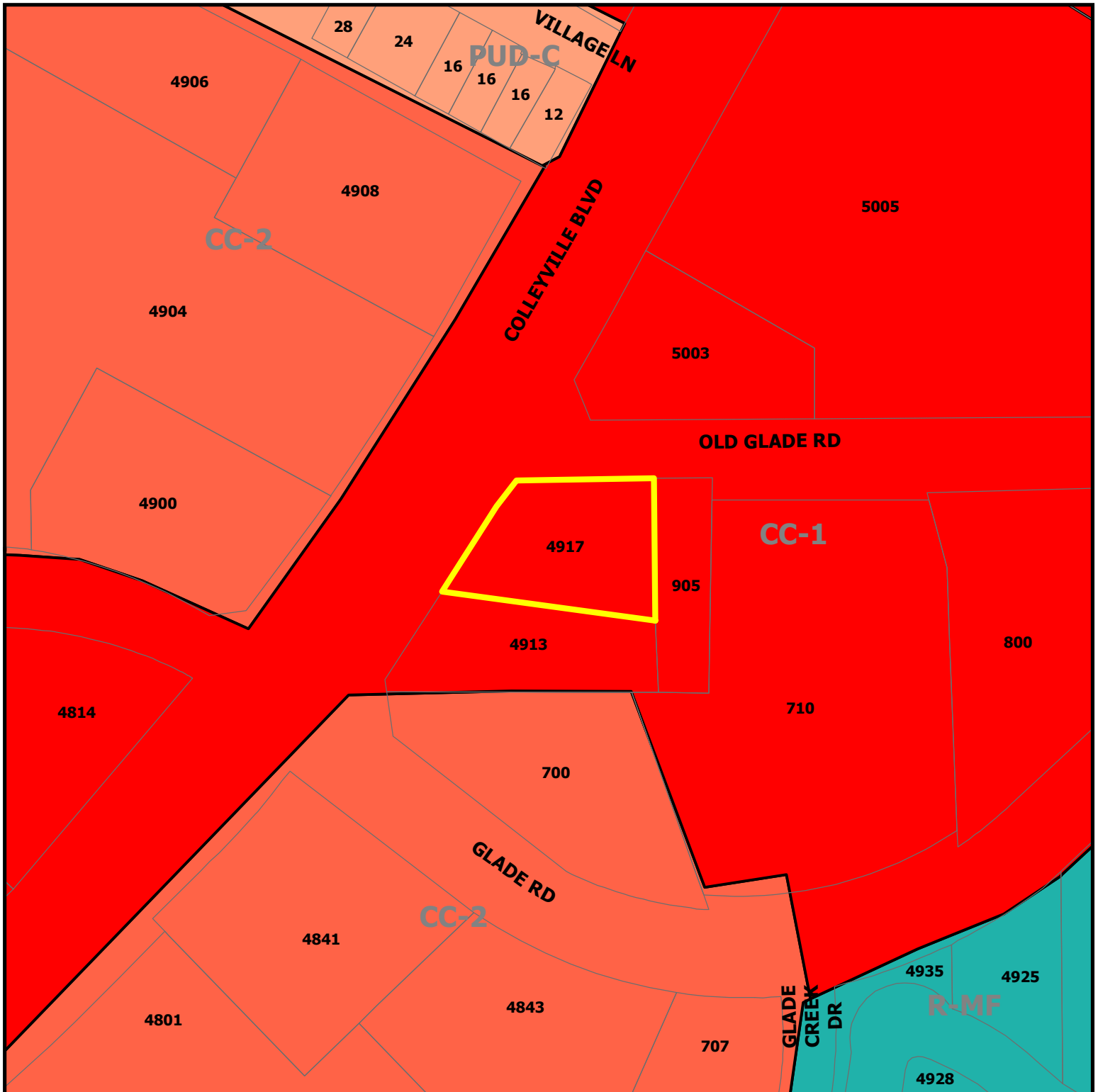
ZC17-016
4917 Colleyville Blvd

 Subject Property



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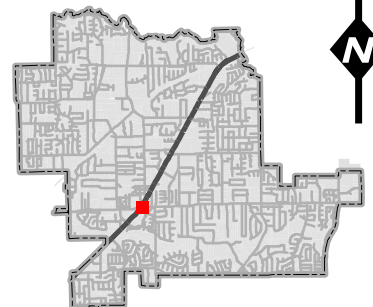
Zoning Map



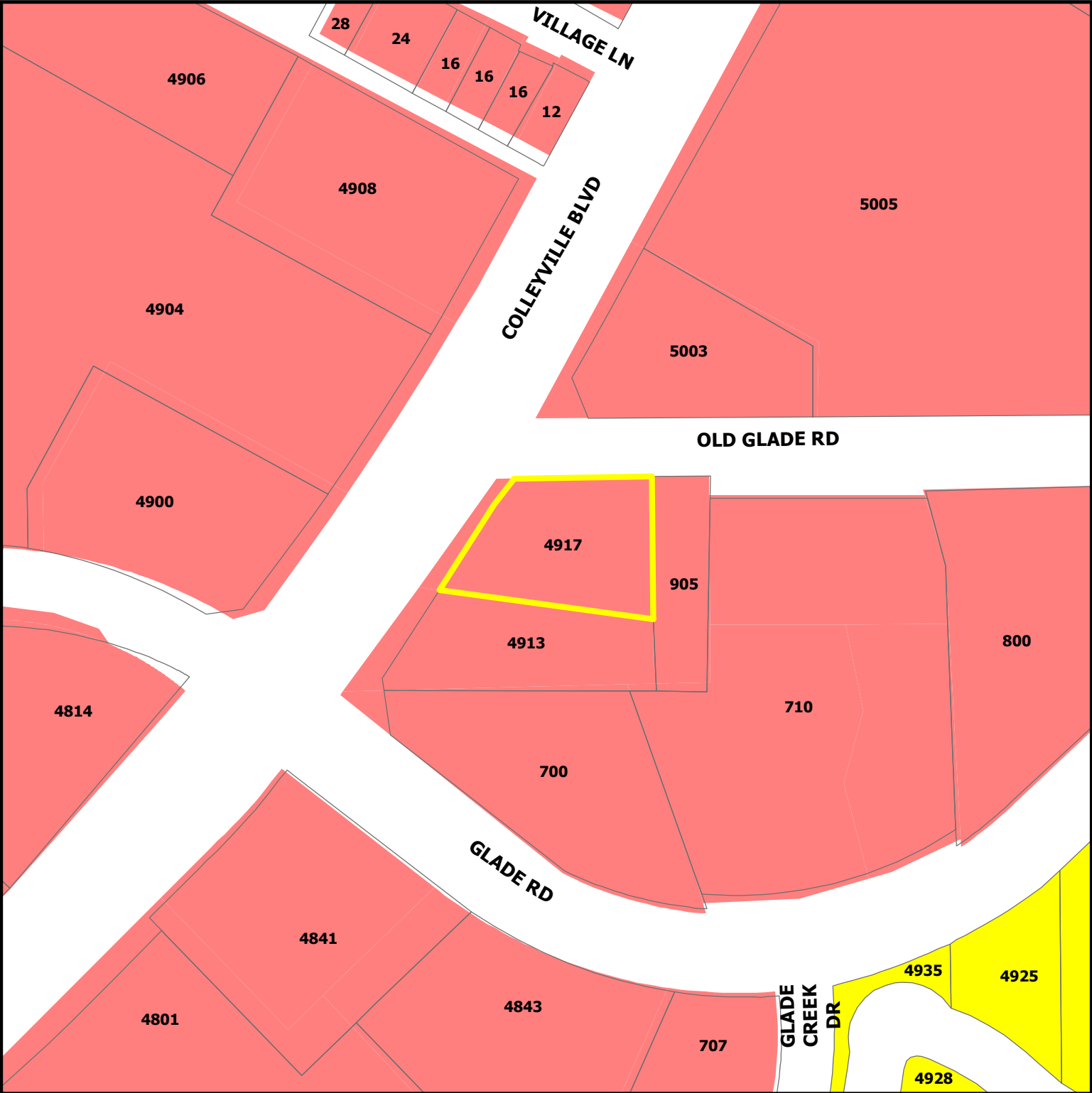
ZC17-016
4917 Colleyville Blvd

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 Subject Property



Future Land Use Map



ZC17-016

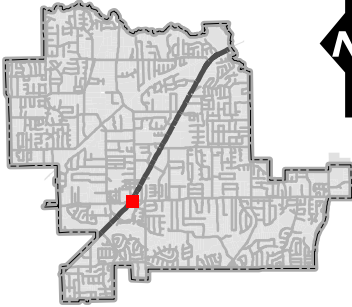
4917 Colleyville Blvd



Subject Property



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Statement of Planning Objectives



Statement of Planning Objectives

**4917 Colleyville Boulevard
Colleyville, TX 76034**

This zoning change request is in reference to a 0.46-acre parcel located at the southeast corner of Old Glade Road & Colleyville Boulevard. The subject property consists of existing parking lot pavement and small building foundation remains from the former Sonic Drive-In, which occupied the site until the early-2000's. Due to a multitude of factors described below, the applicant is requesting a zoning change from **CC-1** to **CC-2**.

Despite having frontage along the area's primary traffic route (Colleyville Blvd), the subject property has remained vacant for the last 15+ years. This extended vacancy period can be attributed to multiple site-specific challenges including:

- 1) **Visibility Concerns:** Although the subject property is 0.46 acres in size, the lot is more than twice as deep as it is wide with only 90 feet of frontage along Colleyville Blvd. There is also a moderate downward slope that runs from the front to the rear property line. Coupled with the unique lot dimensions, the downward slope can create some notable visibility challenges for northbound traffic on Colleyville Blvd.
- 2) **Access Concerns:** There is an existing curb cut along both Colleyville Blvd. and Old Glade Rd., each of which provides access to the property. However, southbound traffic on Colleyville Blvd. cannot directly access either of the curb cuts due to the presence of an existing median.
- 3) **Permitted Use Limitations:** While there are a wide variety of permitted uses allowed in the CC-1 district per code (LDC Table 3.24.B), many of these uses aren't feasible options due to the physical uniqueness of the subject property. This is evidenced by the fact that the site has continued to be unoccupied since the early-2000's. At different times over the past six months, the owners of the subject property have been approached by four separate businesses expressing interest in the site, however, each began looking elsewhere as soon as they discover their use would require a zoning change.

It is the applicant's professional opinion that this proposed zoning change would dramatically improve the future development prospects of the subject property. While the permitted uses on CC-1 and CC-2 properties are not drastically different, there are a handful of land use classifications only allowed in CC-2 districts that can feasibly be

Statement of Planning Objectives



developed on the subject property. More specifically, a change to CC-2 zoning would create the opportunity for any of the following to become a permitted use on the subject property (uses in **bold** have expressed interest in site within the past 6 months):

- **Auto Repair Shop**
- **Drive-In/Drive-Thru Restaurant**
- **Veterinarian Clinic**
- **Tire & Battery Store**
- Food Catering
- Hardware Store
- Nurseries/Greenhouses

In conjunction with this Statement of Planning Objectives, the following supporting documents have been provided as separate attachments:

- Completed Zoning Application Packet
- Existing Survey with Legal Description
- Vicinity Map
- Adjacent Property Zoning & Use Map
- \$500.00 Zoning Change Application Fee

Site Photos



Site Photos



Zoning Exhibit

4917 Colleyville Blvd.

Being a 0.46 acre tract of land situated in the BBB & CRR Co. Survey Abstract No. 206, being a portion of a tract of land conveyed to John R. Looney, by deed recorded in Volume 6431, Page 874, Deed Records, Tarrant County, Texas, and being more particularly described by metes and bounds as follows:

BEGINNING at an "X" found for corner, said corner being a point in the South line of Glade Road (variable width right-of-way), and being the Northwest corner of a tract of land conveyed to John E. Thompson and wife, Nelda E. Thompson, by deed recorded in Volume 7274, Page 980, Deed Records, Tarrant County, Texas;

THENCE South 00 degrees 11 minutes 15 seconds West, along the West line of said Thompson tract, a distance of 140.10 feet to a 1/2 inch iron rod found for corner, said corner being the Northeast corner of Lot 3, Block 3, of Village Park Addition, an addition to the City of Colleyville, Tarrant County, Texas, according to the Map or Plat thereof recorded in Volume a, Page 1264, Map Records, Tarrant County, Texas;

THENCE North 82 degrees 08 minutes 00 seconds West, along the Northeast line of said Lot 3, a distance of 193.44 feet to a concrete monument found for corner, said corner being a point in the Southeast line of Colleyville Blvd. (variable width right-of-way);

THENCE North 32 degrees 16 minutes 24 seconds East, along the Southeast line of said Colleyville Blvd., a distance of 90.68 feet to an "X" found for corner, said corner being a point in a curve to the left, having a radius of 2,928.79 feet, a delta of 00 degrees 51 minutes 16 seconds, and a chord bearing and distance that bears North 32 degrees 27 minutes 11 seconds East, 43.68 feet;

THENCE along said curve to the left, and along the Southeast line of said Colleyville Blvd. an arc length of 43.68 feet to a concrete monument found for corner, said corner being a point in the intersection of the Southeast line of said Colleyville Blvd. and the South line of said Glade Road;

THENCE North 89 degrees 57 minutes 17 seconds East, along the South line of said Glade Road, a distance of 120.22 feet to the POINT OF BEGINNING containing 20,254 square feet or 0.46 acres of land.

SURVEYOR'S CERTIFICATE

This survey is made relying on information provided by Allegiance Title in connection with the transaction described in GF# 1332162-10GH. The undersigned Registered Professional Land Surveyor (Bryan Connally) hereby certifies to LG Acquisitions, LLC and Allegiance Title that, (a) this plat of survey and the property description set forth hereon were prepared from an actual on-the-ground survey of the real property 4917 Colleyville Blvd. described in Volume 6770, Page 2283, and shown hereon; (b) such survey was conducted by the Surveyor, or under his direction; (c) all monuments shown hereon actually existed on the date of the survey, and the location, size and type of material thereof are correctly shown; (d) except as shown hereon there are no observable protrusions on to the Property or observable protrusions there from, there are no observable discrepancies, conflicts, shortages in area or boundary line conflicts; (e) the size, location and type of improvements, are shown hereon, and all are located within the boundaries of the Property and setback from the Property lines the distances indicated; (f) the distance from the nearest intersection street or road is as shown; (g) the Property has apparent access to and from a public roadway; (h) recorded easements listed hereon have been labeled and platted hereon; (i) the boundaries, dimensions and other details shown hereon are shown to the appropriate accuracy standards of the State of Texas; (j) the Property is not located in a 100 Year Flood Plain or in an identified "Flood Prone Area" as defined by the U. S. Department of Housing and Urban Development (Flood Insurance Rate Map No. 48439C0095 K) pursuant to the Flood Disaster Protection Act of 1973.

The surveyor expressly understands and agrees that LG Acquisitions, LLC and Allegiance Title are entitled to rely on this survey as having been performed to the appropriate standards of the current (1999 Edition) Texas Society of Professional Surveyors Standards and Specifications for a Texas Land Title Survey as set forth by the Texas Board of Professional Land Surveying.

Use of this survey by any other parties and/or for other purposes shall be at user's own risk and any loss resulting from other use shall not be the responsibility of the undersigned.

Executed this 29th day of July, 2013

Bryan Connally
Registered Professional Land Surveyor No. 5513

ACCEPTED BY: _____ SIGNATURE _____ DATE _____ SIGNATURE _____ DATE _____

C.B.G. Surveying, Inc.
12025 Shiloh Rd. Suite 230
Dallas, Texas 75228
P 214-349-9485 F 214-349-2216
www.cbgsd.com



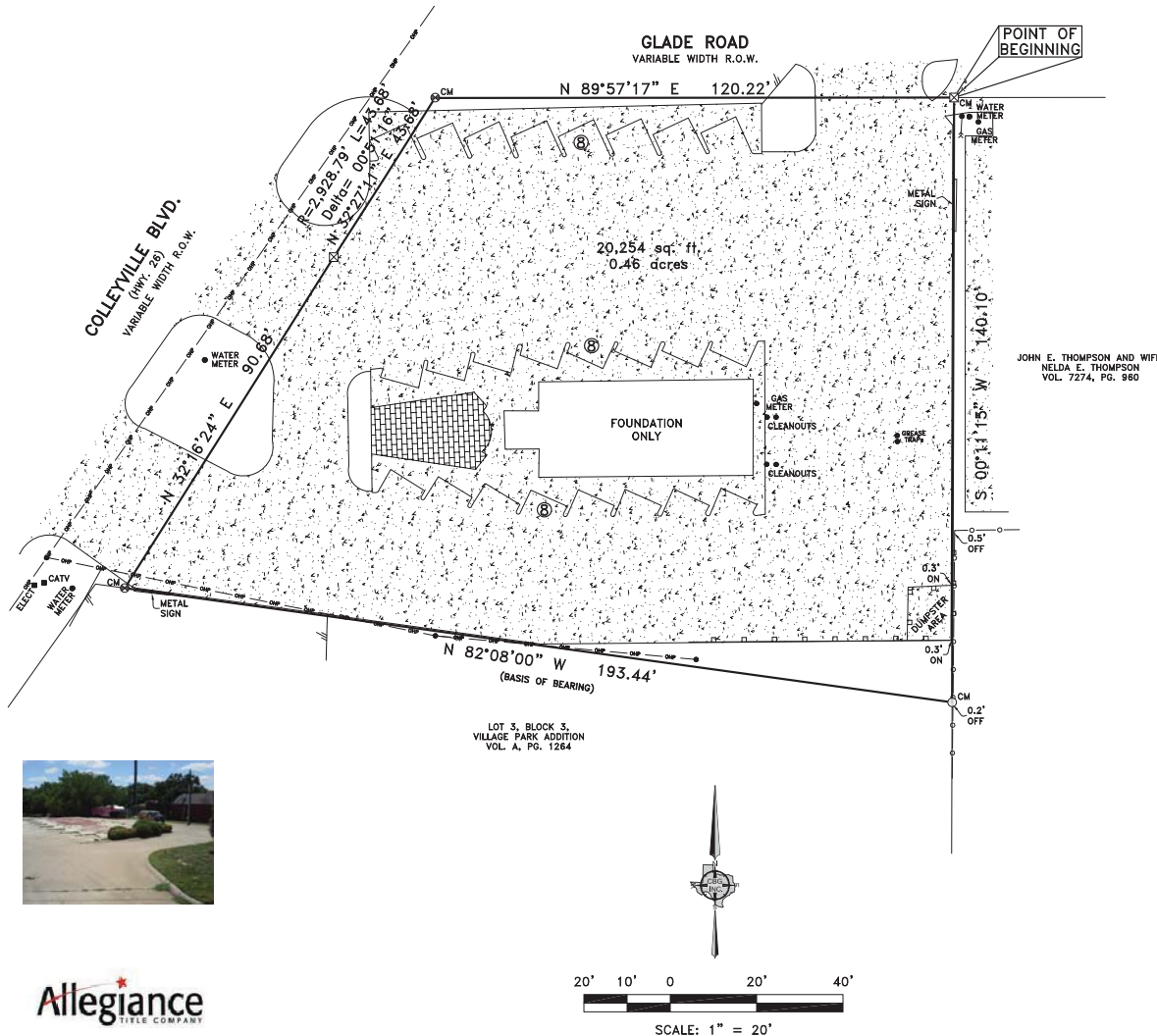
SCALE	DATE	JOB NO.	G.F. NO.	DRAWN
1" = 20'	7/29/2013	1304579-1	1332162-10GH	JW

TEXAS LAND TITLE SURVEY

BBB & CRR Co. SURVEY ABST. No. 206

COLLEYVILLE, TARRANT COUNTY, TEXAS

4917 COLLEYVILLE BLVD.



Allegiance
TITLE COMPANY

EASEMENTS RECORDED IN THE FOLLOWING
VOLUMES AND PAGES DO NOT AFFECT THE
ABOVE DESCRIBED PROPERTY
VOL. 1349, PG. 57

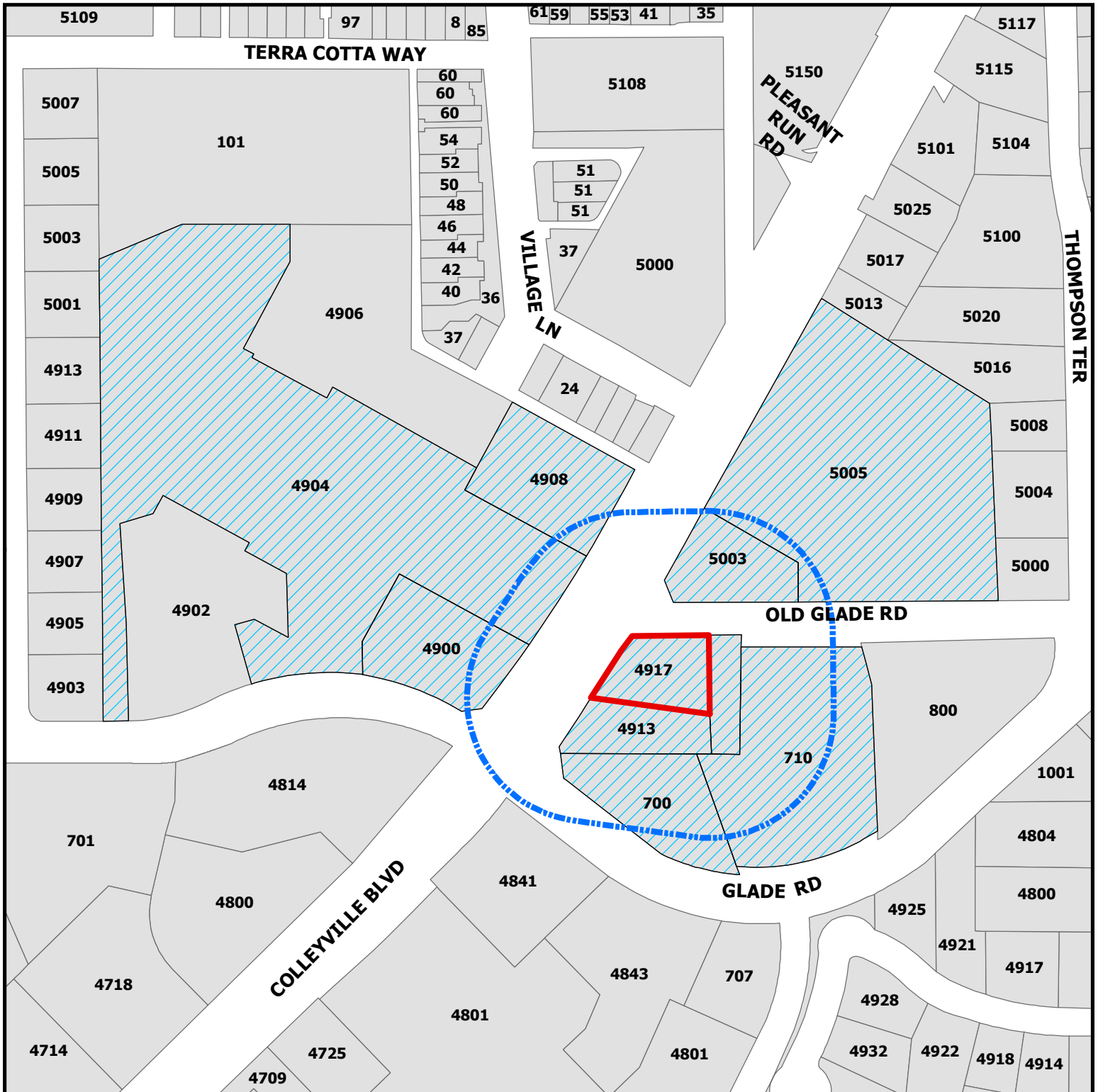
PROPERTY IS SUBJECT TO:
THE STATE OF TEXAS
VOL. 2953, PG. 185

NOTES:
BASIS OF BEARINGS BASED OFF THE NORTHEAST LINE OF
LOT 3, BLOCK 3, VILLAGE PARK ADDITION, AN ADDITION
TO THE CITY OF COLLEYVILLE, TARRANT COUNTY, TEXAS.

REVISIONS		
DATE	BY	NOTES

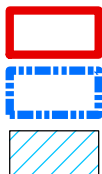
LEGEND	
CM	CONTROLLING MONUMENT
1/2" IRON ROD FOUND	T - TRANSFORMER
CONCRETE MONUMENT	PE - POOL EQUIPMENT
1" IRON PIPE FOUND	C - COLUMN
FENCE POST CORNER	AC - AIR CONDITIONING
X FOUND / SET	FIRE HYDRANT
UNDERGROUND ELECTRIC	COVERED PORCH/DECK OR CARPORT
OVERHEAD ELECTRIC	OVERHEAD ELECTRIC SERVICE
POWER POLE	OVERHEAD POWER LINE
ASPHALT PAVING	CONCRETE PAVING
GRAVEL/ROCK ROAD OR DRIVE	

Notification Map



ZC17-016

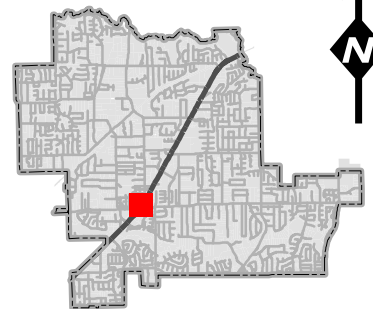
4917 Colleyville Blvd



Subject Property

200ft Buffer

Properties within 200ft



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Notification List

Owner Name	Owner Address	Owner City	Owner Zip	Situs Address
COLLEYVILLE PLAZA LP	580 DECKER DR STE 203	IRVING, TX	75062	4900 COLLEYVILLE BLVD
COLLEYVILLE PLAZA LP	580 DECKER DR STE 203	IRVING, TX	75062	4908 COLLEYVILLE BLVD
Y2KITCHEN PROPERTIES LLC	4500 DARTMOORE LN	COLLEYVILLE, TX	76034	5003 COLLEYVILLE BLVD
COCANOUGH ASSET NO 3 LTD	6851 NE LOOP 820 STE 200	NORTH RICHLAND HILLS, TX	76180	5005 COLLEYVILLE BLVD
Y2KITCHEN PROPERTIES LLC	5003 COLLEYVILLE BLVD	COLLEYVILLE, TX	76034	710 GLADE RD
THOMPSON, JOHN E	5017 MONTCLAIR DR	COLLEYVILLE, TX	76034	905 OLD GLADE RD
NOBLIT, DON	PO BOX 820895	FORT WORTH, TX	76182	4913 COLLEYVILLE BLVD
WAL-MART REAL ESTATE BUS TRUST	PO BOX 8050	BENTONVILLE, AR	72716	4904 COLLEYVILLE BLVD
LG COLLEYVILLE LLC	3500 MAPLE DR STE 1600	DALLAS, TX	75219	4917 COLLEYVILLE BLVD
ZELL THREE INC	1190 EXPLORER ST	DUNCANVILLE, TX	75137	700 GLADE RD
LAKWOOD ESTATES	213 MILL CROSSING WEST	COLLEYVILLE, TX	76034	COURTESY NOTICE
MCGUIRK, STEPHEN	3500 MAPLE AVENUE, SUITE 1600	DALLAS, TX	75219	APPLICANT
GRAPEVINE-COLLEYVILLE ISD	3051 IRA WOODS AVE E	GRAPEVINE, TX	76051	STATE LAW REQUIRED

Public hearing notices were mailed Friday,
August 25, 2017 by Araceli Botello

Property Owner Notification



NOTICE OF PUBLIC HEARING

Zoning Case Number: ZC17-016
Applicant: Stephen McGuirk
Owner: Will Tolliver
Location: 4917 Colleyville Boulevard
Property Description: Tract 2C03, Abstract 206, in the BBB & C RY Survey
Present Zoning: CC-1 Village Retail District
Request: Consideration of a zoning change from the CC-1 Village Retail zoning district to the CC-2 Shopping Center zoning district. The purpose is to allow for additional permitted uses under the CC-2 zoning district such as Auto Repair Shop, Drive-in/through Restaurant, Veterinary Clinic, and Tire & Battery Store

The City of Colleyville has scheduled public hearings concerning the above referenced request on the following dates and location:

Planning and Zoning Commission Meeting: Monday, September 11, 2017 at 7:00 p.m.
City Council Meeting: Tuesday, October 10, 2017 & Tuesday, October 17, 2017 at 7:30 p.m.
3rd floor of City Hall, 100 Main Street, Colleyville, Texas

This notice has been sent to all owners of real property within 200 feet of the request as such ownership appears on the last approved tax roll and all homeowners associations within 200 feet. Approval by the Planning and Zoning Commission serves as a recommendation to the City Council and is not a final action on the request. Denial of the proposal by the Commission is final, unless the applicant submits a written notice of appeal within 10 days from the date of action by the Commission. If appealed, the request will be placed on the next available City Council agenda as listed above. Rezoning requests, zoning amendments and conditions recommended by the Commission for approval by the City Council may be more restrictive than those described in this notice.

All interested persons are encouraged to attend the public hearing and express their opinions on the zoning change request. If you are unable to attend, but wish to have your opinions made a part of the public record, please submit written comments prior to the public hearing, to the address below:

**Community Development Department
City of Colleyville
100 Main Street
Colleyville, TX 76034**

If the property owners of 20% or more of the land within the 200 foot notification area file a written protest prior to the public hearing, State law provides that the approval of the zoning change request shall require the approval of a super majority vote by City Council.

The application is on file for public examination in the Community Development Department at 100 Main Street, Colleyville, Texas. For additional information, please contact the Community Development Department at 817.503.1052. Please reference the zoning case number when requesting information.

Ben Bryner
Community Development Director
bbryner@colleyville.com

Legal Notice

August 25, 2017

SENT VIA EMAIL on Friday, August 25, 2017

Christine Lopez
Legal Notices
Fort Worth Star-Telegram
400 W. Seventh Street
Fort Worth, TX 76102

Dear Christine:

Please publish and furnish an affidavit (N.E. Section):

Saturday, August 26, 2017

The City of Colleyville Planning and Zoning Commission gives notice of a Public Hearing on Monday, 9/11/17 at 7:00 p.m. at City Hall, 100 Main Street, Colleyville, Texas:

Case ZC17-015 - Consideration of a zoning change from the R-20 Single Family Residential zoning district to the CPO Professional Office zoning district on Lot 24, Block 2, of the Fair Way Addition, located at 8308 Precinct Line Road

Case ZC17-016 - Consideration of a zoning change from the CC-1 Village Retail zoning district to the CC-2 Shopping Center zoning district on Tract 2C03, Abstract 206, in the BBB & C RY Survey, located at 4917 Colleyville Boulevard

Case ZC17-017 - Consideration of a zoning change from the AG Agricultural zoning district to the R-20 Single Family Residential zoning district on Tract 2D & 2D3, Abstract 233, in the D R Blanton Survey, located at 5209 Bluebonnet Drive

The City Council will hold a Public Hearing on the above items on 10/10/17 and 10/17/17 at 7:30 p.m. at City Hall, 100 Main Street, Colleyville, Texas.

All interested citizens will be given the opportunity to speak and be heard.

CITY OF COLLEYVILLE



Araceli Botello
Planning Technician

ORDINANCE O-17-2033

AMENDING THE ZONING ORDINANCE AND THE OFFICIAL ZONING MAP OF THE CITY OF COLLEYVILLE, TEXAS, BY CHANGING THE ZONING ON 0.45 ACRES, BEING TRACT 2C03, ABSTRACT 206, IN THE BBB & C RY SURVEY, LOCATED AT 4917 COLLEYVILLE BOULEVARD, FROM THE CC-1 VILLAGE RETAIL DISTRICT TO THE CC-2 SHOPPING CENTER DISTRICT; PROVIDING A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS (\$2,000.00); AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City of Colleyville has received an application for rezoning under Case ZC17-016; and

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

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

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

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

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

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

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

- Sec. 1. THAT all the foregoing premises and findings are found to be true and correct and are incorporated into the body of this ordinance as if copied in their entirety.
- Sec. 2. THAT the Comprehensive Zoning Ordinance of the City of Colleyville, Texas, be, and the same is hereby amended by changing the zoning on 0.45 acres, being Tract 2C03, Abstract 206, In The BBB & C RY Survey, located at 4917 Colleyville Boulevard, from the CC-1 Village Retail District to the CC-2 Shopping Center District, as depicted in the attached Exhibit "A" and Exhibit "B".
- Sec. 3. THAT the above described tract of land shall be used only in the manner and for the purposes provided by the Comprehensive Zoning Ordinance of the City of Colleyville as heretofore amended, and as amended herein.
- Sec. 4. THAT any person, firm or corporation violating any of the provisions or terms of this ordinance shall be subject to the same penalty as provided for in the Comprehensive Zoning Ordinance of the City of Colleyville, and upon conviction shall be punishable by a fine not to exceed the sum of Two Thousand Dollars (\$2,000.00) for each offense.
- Sec. 5. THAT if any section, paragraph, subdivision, clause, phrase or provision of this ordinance shall be judged invalid or unconstitutional, the same shall not affect the validity of this ordinance as a whole or any portion thereof other than that portion so decided to be invalid or unconstitutional.
- Sec. 6. THAT in addition to and accumulative of all other penalties, the City shall have the right to seek injunctive relief for any and all violations of this ordinance.

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

AND IT IS SO ORDERED.

The first reading and public hearing being conducted on the 10th day of October 2017.

The second reading and public hearing being conducted on the 17th day of October 2017.

PASSED AND APPROVED BY A VOTE OF ____ AYES, ____ NAYS, AND ____ ABSTENTIONS ON THIS THE 17TH DAY OF OCTOBER 2017.

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

ATTEST:

CITY OF COLLEYVILLE

Christine Loven, TRMC
Assistant City Secretary

Richard Newton
Mayor

APPROVED AS TO FORM AND LEGALITY:

Whitt L. Wyatt
City Attorney

Exhibit "A"- Zoning Map

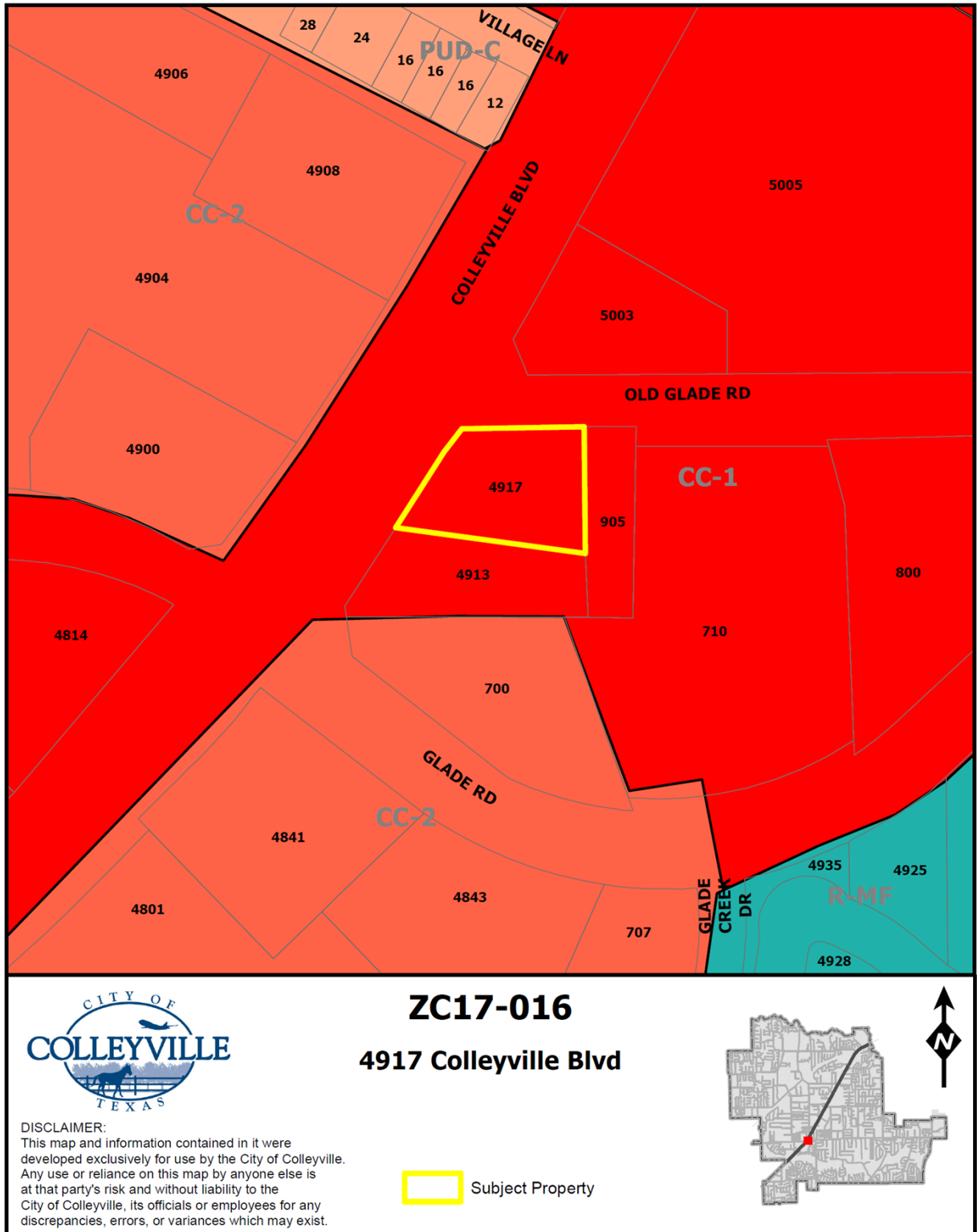


Exhibit "B"- Site Exhibit

4917 Colleyville Blvd.

Being a 0.46 acre tract of land situated in the BBB & CRR Co. Survey Abstract No. 206, being a portion of a tract of land conveyed to John R. Looney, by deed recorded in Volume 6431, Page 874, Deed Records, Tarrant County, Texas, and being more particularly described by metes and bounds as follows:

BEGINNING at an "X" found for corner, said corner being a point in the South line of Glade Road (variable width right-of-way), and being the Northwest corner of a tract of land conveyed to John E. Thompson and wife, Nelda E. Thompson, by deed recorded in Volume 7274, Page 980, Deed Records, Tarrant County, Texas;

THENCE South 00 degrees 11 minutes 15 seconds West, along the West line of said Thompson tract, a distance of 140.10 feet to a 1/2 inch iron rod found for corner, said corner being the Northeast corner of Lot 3, Block 3, of Village Park Addition, an addition to the City of Colleyville, Tarrant County, Texas, according to the Map or Plat thereof recorded in Volume a, Page 1264, Map Records, Tarrant County, Texas;

THENCE North 82 degrees 08 minutes 00 seconds West, along the Northeast line of said Lot 3, a distance of 193.44 feet to a concrete monument found for corner, said corner being a point in the Southeast line of Colleyville Blvd. (variable width right-of-way);

THENCE North 32 degrees 16 minutes 24 seconds East, along the Southeast line of said Colleyville Blvd., a distance of 90.68 feet to an "X" found for corner, said corner being a point in a curve to the left, having a radius of 2,928.79 feet, a delta of 00 degrees 51 minutes 16 seconds, and a chord bearing and distance that bears North 32 degrees 27 minutes 11 seconds East, 43.68 feet;

THENCE along said curve to the left, and along the Southeast line of said Colleyville Blvd. an arc length of 43.68 feet to a concrete monument found for corner, said corner being a point in the intersection of the Southeast line of said Colleyville Blvd. and the South line of said Glade Road;

THENCE North 89 degrees 57 minutes 17 seconds East, along the South line of said Glade Road, a distance of 120.22 feet to the POINT OF BEGINNING containing 20,254 square feet or 0.46 acres of land.



City of Colleyville City Council Agenda Briefing

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

Agenda Number 6a

Agenda Date 10/10/2017

Number Resolution R-17-4171

Type Resolution

Department Community Development

Title

Consideration of a minor plat for the Stowe Addition, on property legally described as Tract 2A, Abstract 1692, in the Joseph White Survey, located at 816 Shelton Drive, Case PC17-005

Strategic Plan

4.1 Protect Colleyville's semi-rural residential character

Explanation

Update: This resolution was tabled at the September 5, 2017 City Council meeting.

The City Council required a mailed notice to be sent to the surrounding property owners within 200 feet of the subject property. Notices were sent on Friday, September 22, 2017. No formal responses have been received at this time.

Reading and Public Hearing

Jeff Avery, of Avery Homes, requests approval of a minor plat for the Stowe Addition on approximately 0.48 acres, located at 816 Shelton Drive. The applicant proposes to create one lot with the intent to construct a new single-family residence. The applicant is requesting waivers to lot size, lot dimensions, and the required yard requirements of the AG-Agricultural zoning district.

Existing Conditions/Background: The subject property is currently unplatted and undeveloped. Approval of a rezoning request from the AG- Agricultural district to the R-20 Single Family Residential district was denied by the City Council on June 20, 2017. The minimum yard requirements for the AG zoning district limit the buildable area.

Lot Dimensions and Setbacks: Per Section 3.24 G, Schedule of District Regulations in the Land Development Code, the AG-Agricultural district regulations require the following standards:

Minimum Lot Area: 130,680 square feet
Minimum Lot Width: 200 feet
Minimum Lot Depth: 300 feet
Minimum Front Yard Setback: 40 feet

Minimum Side Yard Setbacks: 25 feet
Minimum Rear Yard Setback: 40 feet
Maximum Lot Coverage: 20 percent

As submitted, the proposed plat does not meet the lot area or lot dimension requirements of the Land Development Code. The applicant is requesting plat waivers to match the requirements of the R-20 Single Family Residential district per the following standards:

Minimum Lot Area: 20,000 square feet
Minimum Lot Width: 100 feet
Minimum Lot Depth: 125 feet
Minimum Front Yard Setback: 30 feet
Minimum Side Yard Setbacks: 10 feet
Minimum Rear Yard Setback: 25 feet

Waiver Requests: The applicant is requesting a waiver to the minimum lot area, lot dimensions (width and depth), and required yard requirements of the AG-Agricultural district. The subject property is 105 feet wide and 198 feet long for a total area of 0.48 acres, or 20,792 square feet. The applicant is also requesting the minimum yards to match the R-20 zoning requirements. The request is for a 30 foot front yard (along both street frontages), a 25 foot rear yard, and a 10 foot side yard (along the north property line).

Minor plats are typically approved administratively by City staff. When circumstances arise requiring a waiver to a specific provision, the Land Development Code explicitly prescribes the authority to grant such waivers to the City Council. Therefore the request up for consideration must receive approval from City Council for the plat to be approved and filed.

Analysis: The lot area and lot dimensions (width and depth) do not meet the requirements of the AG Agricultural district. Additionally, the minimum yard requirements would limit the buildable area on the property.

Section 9.7 of the Land Development Code states that the "*City may approve a plat which contains a lot that does not meet the minimum requirements when special conditions exist.*" In this case staff believes there are special conditions. The subject property is constrained in lot size due to existing developed conditions on adjacent sides. The lots to the north and west currently have existing residences and limited setbacks from the property lines. Therefore, acquiring additional land appears to be unfeasible.

In the same section of the Land Development Code, it also states that the "*City may approve a building line which differs from the zoning requirements when special conditions exist.*" The minimum yard requirements compared to the size of the

property will not allow for an adequate buildable area.

Surrounding Development: The properties to the north and west are zoned AG-Agricultural and developed with single-family homes. The properties to the south are zoned R-40 Single Family Residential and also developed with single family homes. The properties to the east are zoned AG Agricultural and developed with a church and a school.

Fees: Park Land Dedication fees are required in the amount of \$1,802 per residential lot. Park Land Dedication fees are due prior to filing the plat for record. Impact Fees are also required per Chapter 13 (Impact Fees) of the Land Development Code and are due prior to the issuance of a Building Permit.

Tree Preservation: Any future subdivision of the subject property must comply with Chapter 5 (Tree Preservation) of the Land Development Code. Where any tree is slated for removal, no site grading, dirt disturbance or new construction may occur on the property until a Tree Removal Permit has been issued that is associated with an approved Tree Preservation Plan.

In addition to the requirements for submittal of a Tree Removal Permit and Tree Preservation Plan, future development on the site must maintain the minimum existing protected tree canopy coverage as required in Chapter 5.

Sidewalks: Sidewalks are required along both Pleasant Run Road and Shelton Drive with the construction of any new single-family home.

Planning and Zoning Commission Recommendation: The Planning and Zoning Commission recommended approval of the plat and all requested plat waivers except for the front yard setback waiver at their August 14th meeting by a vote of 5-0.

Staff Recommendation: The proposed minor plat does not meet the requirements of the Land Development Code. As outlined in this briefing, staff believes special conditions exist on the subject property which warrant the approval of the waiver requests. Staff recommends approval.

Financial Impact

There is no financial impact to the City.

Recommendation

Approve

Attachments

1. Aerial Map
2. Zoning Map
3. Future Land Use Map

4. Statement of Planning Objectives
5. Plat Exhibit
6. Buildable Area Exhibits
7. Resolution R-17-4171

Aerial Map

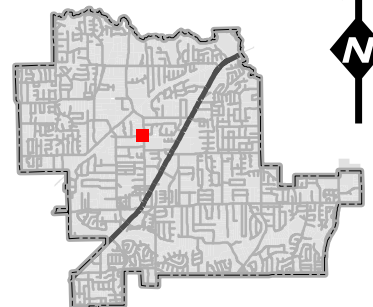


PC17-005

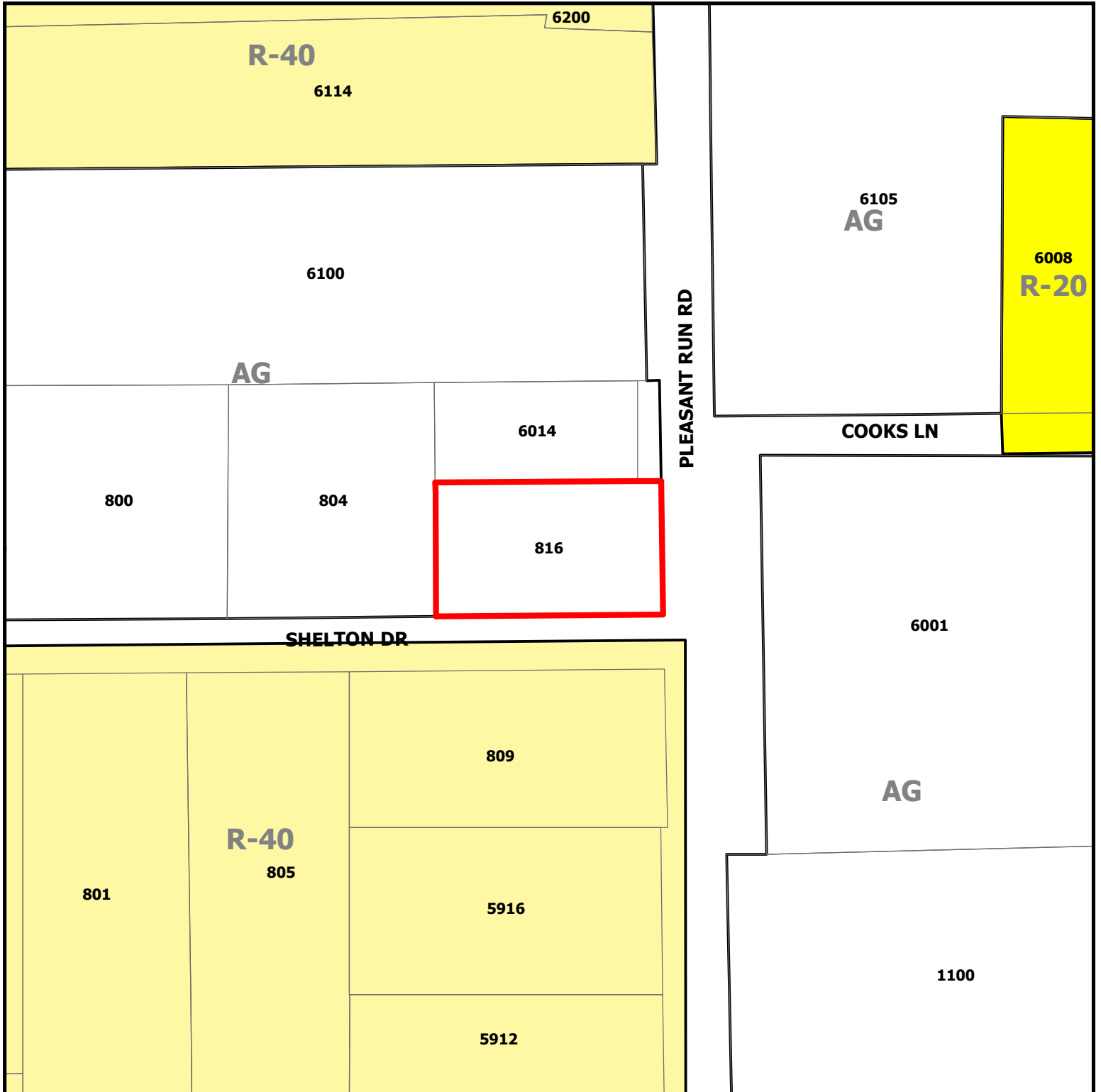
816 Shelton Drive

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.

 Subject Property



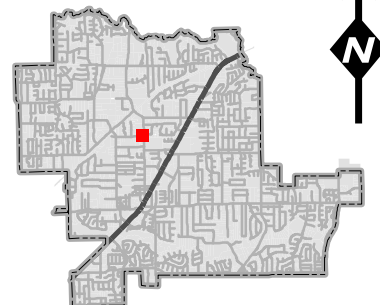
Zoning Map



PC17-005
816 Shelton Drive

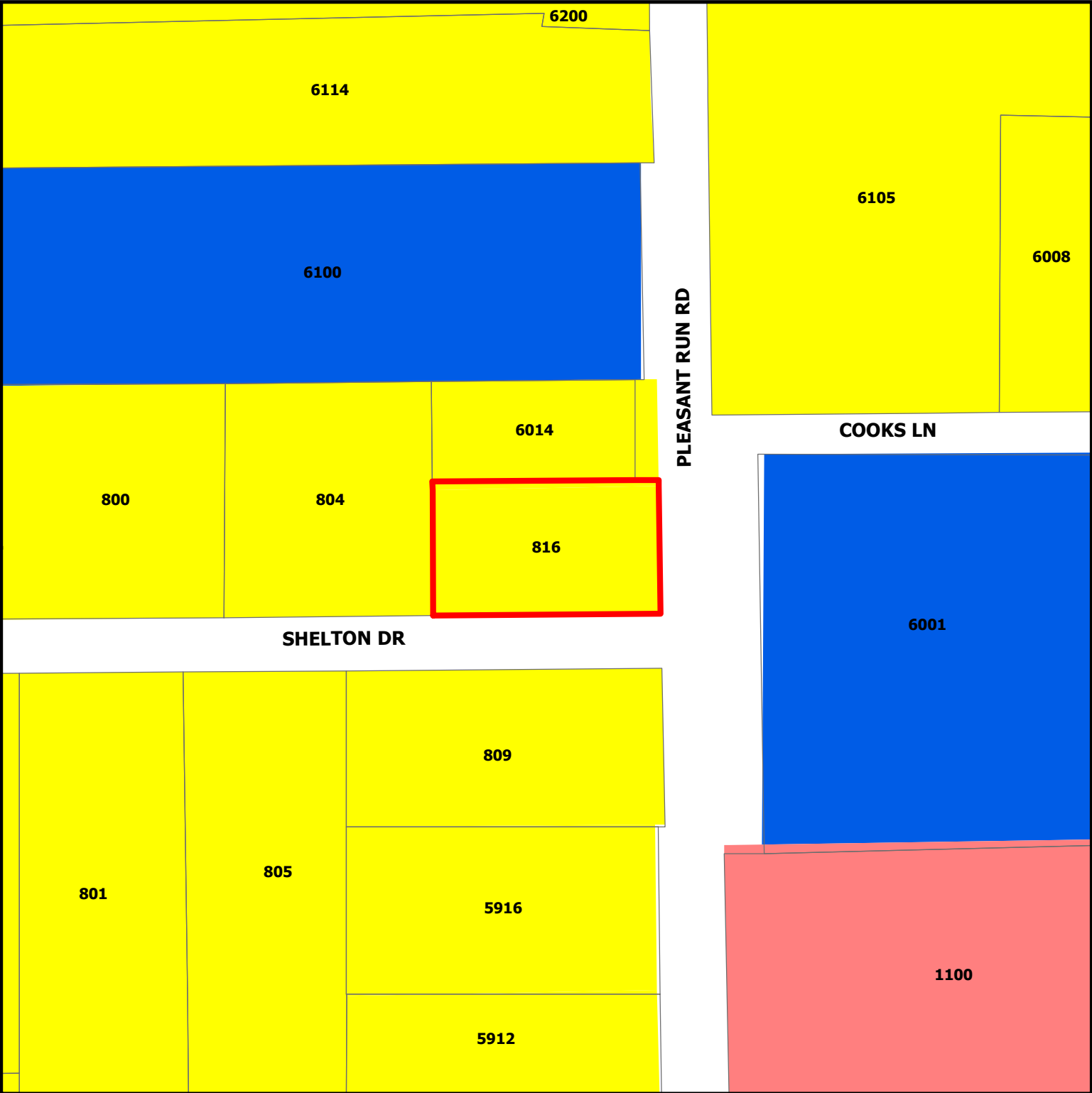


Subject Property



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Future Land Use Map

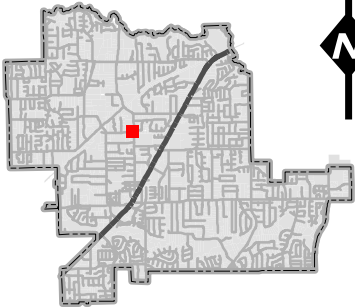


PC17-005

816 Shelton Drive



Subject Property



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Statement of Planning Objectives

STATEMENT OF PLANNING OBJECTIVES

Legal: Tract 2A, Abstract 1692 in the Joseph White Survey Address:
816 Shelton Road, Colleyville, Texas 76034

The objective of this plat request is to transfer this currently un-platted Tract of land into a single family residential home-site in accordance with the master plan objectives for this area of Colleyville.

Subject property is a 0.48 acre parcel (20,792 SF). The least dense zoning category that this property size would legally comply with is R-20. Therefore, our “overall” objective is to plat this property into a buildable lot fully in compliance with that R-20 zoning code requirements. This Plat does meet or exceed all the particular **Section 3.24.G Schedule of District Regulations** for R-20 zoning including minimum lot size, width and depth. In addition we intend to fully comply with regulations for maximum building height and lot coverage.

Relative to “**Minimum Yard Requirements**”, we are requesting those outlined below.

Front (Pleasant Run Rd.)	30' (meets R-20 requirements)
Left Side (Shelton Rd.)	30' (meets R-20 requirements)
Rear (West Facing)	25' (meets R-20 requirements)
Right (North Facing)	10' (meets R-20 requirements)

Plat Exhibit

No. 454482

Dedication Certificate

WHEREAS, *Ellie P. Stowe*, is the owner of a tract of land situated in the *Joseph White Survey*, Abstract Number 1692, in *Tarrant County, Texas*, and being that tract of land described and added to the *Record of Deeds*, Volume 388-166, Page 9, PRCT, and being more particularly described as follows:

Beginning at an iron pin found for the southwest corner of Lot 1, Block 1, Grossman Addition, according to the plat recorded in Instrument No. D214183221, Real Property Records, Tarrant County, Texas;

Thence EAST a distance of 210.09 feet to an iron pin found in the west line of Pleasant Run Road; Thence S 0°00'00" E a distance of 117.39 feet to an iron pin found at the intersection of the west line of Pleasant Run Road with the north line of Shelton Drive;

Thence N 89°57'23" W a distance of 210.10 feet along the north line of Shelton Drive to an iron pin found;

Thence N 0°00'00" E a distance of 117.23 feet to the Point of Beginning, said described tract containing 0.6 of an acre of land.

NOW THEREFORE, KNOW ALL PERSONS BY THESE PRESENTS:

That I, *Ellie P. Stowe*, Owner, do hereby adopt this plat designating the hereinbefore described property as *Stowe Addition*, an addition to the City of *Colleyville*, Tarrant County, Texas, and do hereby reserve the easements shown on this plat for the mutual use and accommodation of all public utilities desiring to use or using the same. Any public utility shall have the right to remove and keep removed all or part of any buildings, fences, trees, shrubs or other improvements or growths in which any way endanger or interfere with the construction, maintenance or efficiency of its respective system on any of the easements shown on this plat, and shall not be liable for damages or compensation for the removal of such improvements or growths, and shall be entitled to the use of the easements for the purpose of constructing, reconstructing, inspecting, and patrolling, without the necessity at any time of procuring the permission of anyone. This plat approved subject to all planning ordinances, rules, regulations, and resolutions of the City of *Colleyville*, Texas.

Witness my hand this _____ day of _____, 20____.

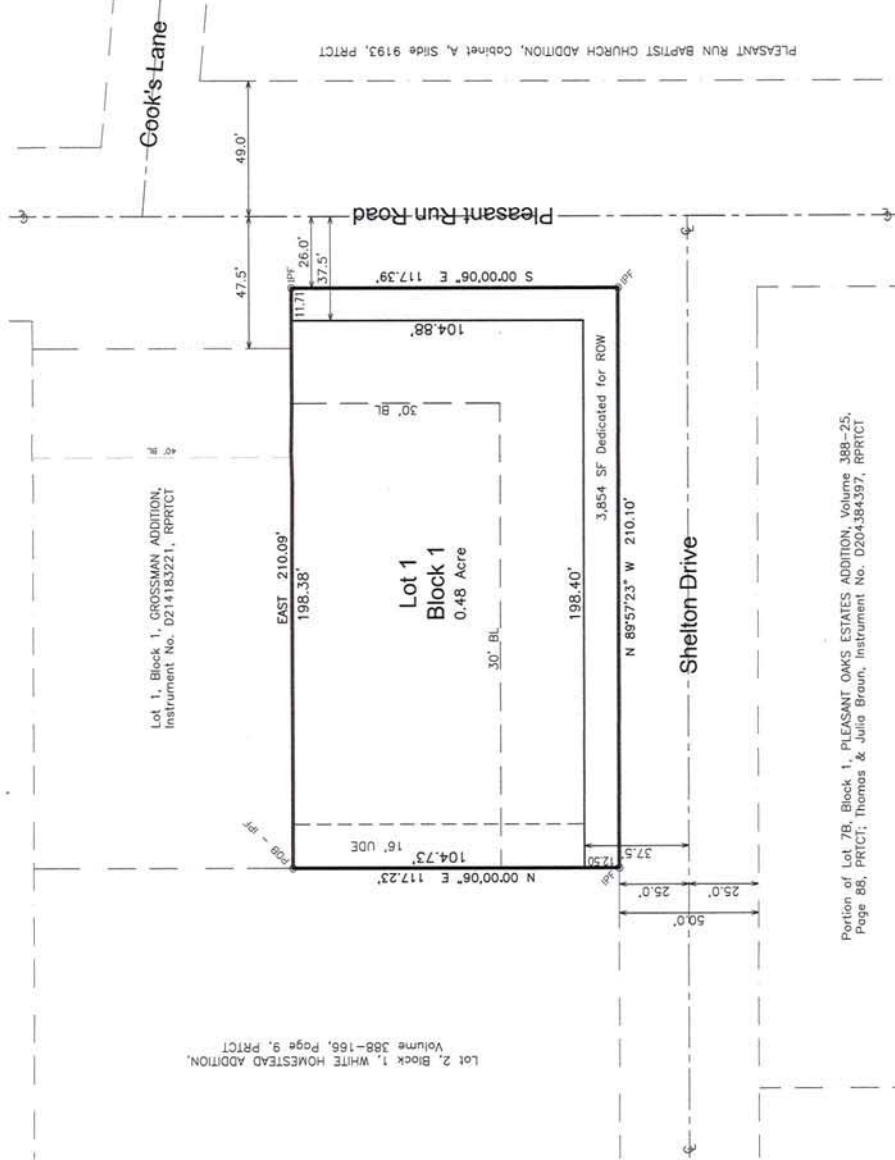
Ellie P. Stowe

STATE OF TEXAS
COUNTY OF TARRANT

Before me, the undersigned Notary Public in and for said county and State on this day personally appeared _____, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purpose and considerations therein expressed, and in the capacity therein stated.

Given under my hand and seal of office this _____ day of _____, 20____.

Notary Public in and for Tarrant County



Location Map



Subdivider
Jeff Avery
Avery Custom Homes
1314 Worthington Drive
Grapevine, TX 76051

Owner
Ellie P. Stowe
13548 West Mauna Loa Lane
Surprise, AZ 85379

Land Surveyor
Roger W. Hart, RPLS
6980 S. Highway 57
Fort Worth, TX 76132

- NOTES:
1. Bearings based on Record of Deeds, Book 388-166, Page 9, PRCT, and being that tract of land described and added to the Record of Deeds, Volume 388-166, Page 9, PRCT, and being more particularly described as follows:
 2. The survey was made by the undersigned, a Registered Professional Land Surveyor licensed in the State of Texas, do hereby certify that this Plat is true and correct and was prepared from an actual survey made under my supervision on the ground. Further, this survey conforms to the general rules of procedure and practices of the most current Professional Land Surveying Practices Act.
 3. Preliminary, this document shall not be recorded for any purpose and shall not be used or viewed or relied upon as a final survey document.
 4. One and one-half (1 1/2) copies of this Plat shall be filed in the public records of the County of Tarrant, Texas, and one copy shall be filed in the public records of the County of Tarrant, Texas.
 5. UCC - Utility and/or Drainage Easement
 6. UCC - Utility and/or Drainage Easement
 7. UCC - Utility and/or Drainage Easement
 8. UCC - Utility and/or Drainage Easement
 9. UCC - Utility and/or Drainage Easement
 10. UCC - Utility and/or Drainage Easement

Staff Approval Authority
This amending or minor plat is approved in accordance with the provisions of the Texas Subdivision Map Act and the City of Colleyville Subdivision Regulations

Date

Community Development Director

Surveyor's Certification

KNOW ALL MEN BY THESE PRESENTS:
That I, *Roger W. Hart*, a Registered Professional Land Surveyor licensed in the State of Texas, do hereby certify that this Plat is true and correct and was prepared from an actual survey made under my supervision on the ground. Further, this survey conforms to the general rules of procedure and practices of the most current Professional Land Surveying Practices Act.

Preliminary, this document shall not be recorded for any purpose and shall not be used or viewed or relied upon as a final survey document

Signature

Date

Easement Notes:

Utility Easement
The City of Colleyville, shall have the right to move and keep removed all or part of any buildings, fences, shrubs, other improvements or growths in which any way endanger or interfere with the construction, maintenance, or efficiency of its respective system on any of the easements shown on this plat for the purpose of constructing, reconstructing, inspecting, and patrolling, without the necessity at any time of procuring the permission of anyone. This plat approved subject to all planning ordinances, rules, regulations, and resolutions of the City of Colleyville, Texas.

Drainage Easement
The City of Colleyville, shall have the right to move and keep removed all or part of any buildings, fences, shrubs, other improvements or growths in which any way endanger or interfere with the construction, maintenance, or efficiency of its respective system on any of the easements shown on this plat for the purpose of constructing, reconstructing, inspecting, and patrolling, without the necessity at any time of procuring the permission of anyone. This plat approved subject to all planning ordinances, rules, regulations, and resolutions of the City of Colleyville, Texas.

Stowe Addition

Minor Plat
Lot 1, Block 1

Being a tract of land in the
Joseph White Survey, Abstract Number 1692,
City of *Colleyville*, Tarrant County, Texas;

Gross Area: 0.57 Acre (24,846 SF) - Net Area: 0.48 Acre (20,792 SF)

Prepared February, 2017

Revised 03/14/17

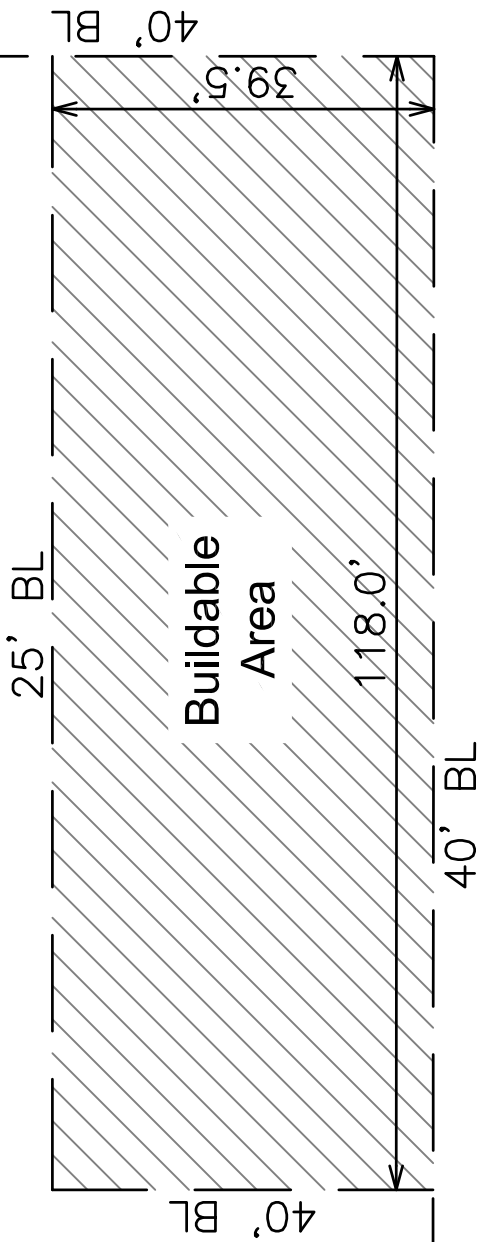
Area Surveying, Inc.
Roger W. Hart, RPLS

Surveying and Mapping Services
1000 West 10th Street, Suite 100
Fort Worth, Texas 76102



Map Showing

Current Buildable Area of AG Zoning
Proposed Lot 1, Block 1, Stowe Addition
City of Colleyville, Tarrant County, Texas,



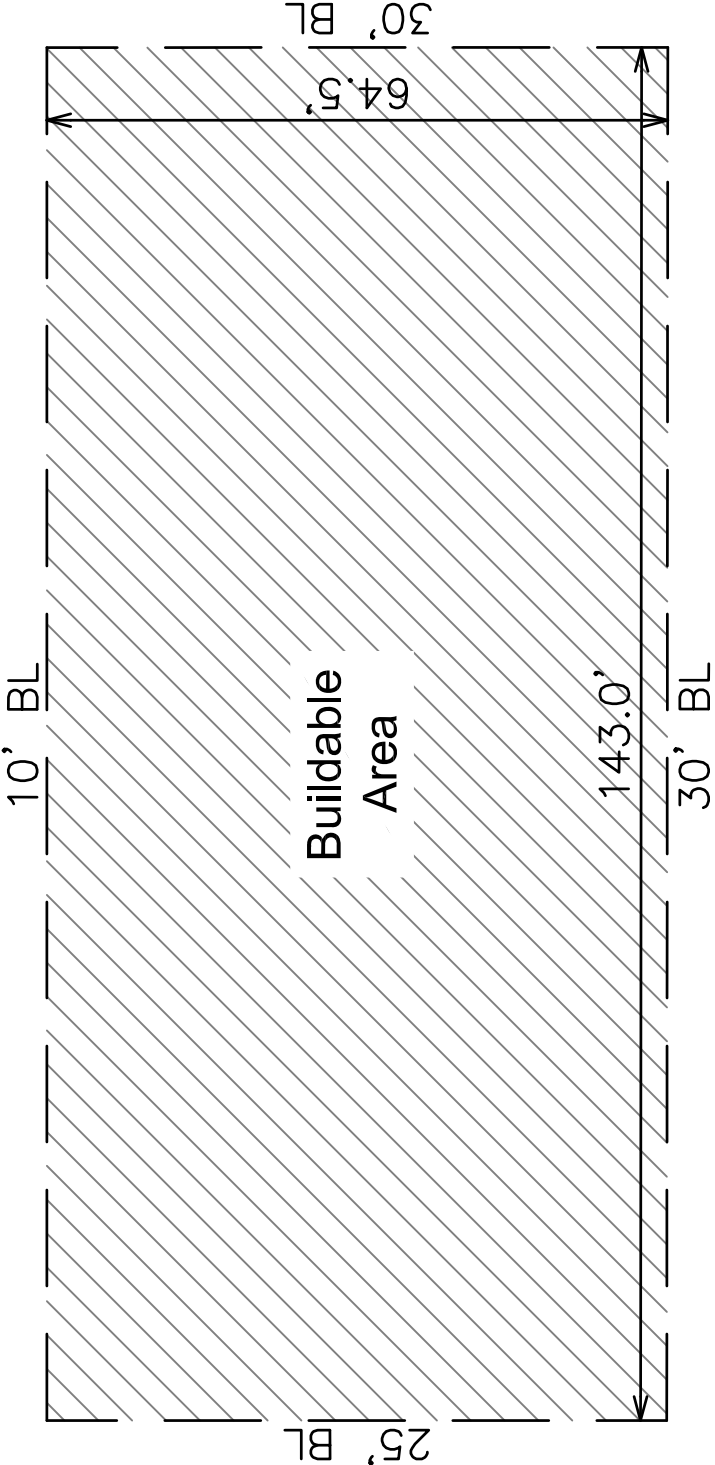
ROW Dedication



Map Showing

Buildable Area of Submitted Minor Plat
Proposed Lot 1, Block 1, Stowe Addition
City of Colleyville, Tarrant County, Texas,

ROW Dedication



RESOLUTION R-17-4171

**APPROVING A MINOR PLAT FOR LOT 1, BLOCK 1,
OF THE STOWE ADDITION**

WHEREAS, the Planning and Zoning Commission recommended approval of the minor plat for Lot 1, Block 1, of the Stowe Addition on September 5, 2017.

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

- Sec. 1. THAT the minor plat for Lot 1, Block 1, of the Stowe Addition on approximately 0.48 acres, attached as Exhibit "A" - Plat Exhibit, is hereby approved, with the following conditions:
- a. The requested plat waivers for the lot size and lot dimensions are approved.
 - b. The requested plat waivers for the minimum yard requirements are approved as follows:
 1. Front = 30 feet
 2. Side = 10 feet
 3. Rear = 25 feet

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF ____ AYES, ____ NAYS, AND ____ ABSTENTIONS ON
THIS THE 10TH DAY OF OCTOBER 2017.

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

ATTEST:

CITY OF COLLEYVILLE

Christine Loven, TRMC
Assistant City Secretary

Richard Newton
Mayor

[illegible]



City of Colleyville City Council Agenda Briefing

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

Agenda Number 7a

Agenda Date 10/10/2017

Number Resolution R-17-4183

Type Resolution

Department Community Development

Title

Consideration of a replat on property legally described as Lot 1R, Block 1, of the Oak Knoll West Subdivision, located at 5112 Oak Timbers Court, Case PC17-013

Strategic Plan

There is no Strategic Plan connection for this item.

Explanation

Reading and Public Hearing

Matt Hibbit, the applicant, requests approval of a replat of Lot 1R, Block 1, of the Oak Knoll West Addition on approximately 0.921 acres, located at 5112 Oak Timber Court. The applicant proposes to subdivide one lot into two lots with the intention of constructing a new single family home on the additional eastern lot.

Existing Conditions/Background: The subject property is currently zoned R-20 Single Family Residential district and is a platted lot of the Oak Knoll West Addition. The property is generally located east of Thompson Terrace and north of Glade Road. A house currently exists on the western portion of the lot and will remain. The replat up for consideration proposes to split the lot in two for future residential development on the additional eastern lot.

Lot Dimensions and Setbacks:

Per Section 3.24 G, Schedule of District Regulations in the Land Development Code, the R-20 zoning regulations require the following standards:

- Minimum Lot Area: 20,000 square feet
- Minimum Lot Width: 100 feet
- Minimum Lot Depth: 120 feet
- Minimum Front Yard Setback: 30 feet
- Minimum Side Yard Setbacks: 10 feet
- Minimum Rear Yard Setback: 25 feet
- Maximum Lot Coverage: 30 percent

As submitted, the proposed plat meets all of the requirements of the Land Development Code.

Surrounding Development: The properties to the south are zoned R-20 Single

Family Residential district and developed with single family homes. The properties to the east are zoned PUD-R Planned Unit Development – Residential district and also developed with single family homes. The properties to the north and west are zoned CC-1 Village Retail district. The main fire station #1 is adjacent to the north.

Analysis: The lot is located at the end of a dead-end street. Generally, streets that are not connected to other streets provide a cul-de-sac turn-around with 100 feet diameter of right-of-way and 80 feet diameter of pavement. The lot was platted on May 25, 1978 and no cul-de-sac was required at that time.

The Land Development Code allows up to 12 single-family residential lots to be served by a cul-de-sac with R-20 zoning. The additional lot will be the twelfth lot that takes sole access from Oak Timber Court. Initially, right-of-way was requested to be dedicated for the cul-de-sac and construction required. The Public Works department determined that one-lot and two-lot subdivisions are exempt from the dedication and construction requirements. However, any future subdivision of the property will require full compliance with the unimproved street requirements applicable at the time of any subsequent re-platting.

Fees: Park Land Dedication fees are required in the amount of \$1,802 per residential lot. Park Land Dedication fees are due prior to filing the plat for record. Impact Fees are also required per Chapter 13 (Impact Fees) of the Land Development Code and are due prior to the issuance of a Building Permit.

Tree Preservation: Any future subdivision of the subject property must comply with Chapter 5 (Tree Preservation) of the Land Development Code. Where any tree is slated for removal, no site grading, dirt disturbance or new construction may occur on the property until a Tree Removal Permit has been issued that is associated with an approved Tree Preservation Plan.

In addition to the requirements for submittal of a Tree Removal Permit and Tree Preservation Plan, future development on the site must maintain the minimum existing protected tree canopy coverage as required in Chapter 5.

Public Notification: Staff mailed notices to all property owners within 200 feet of the subject property on Friday, August 25, 2017. Notice was published in the *Fort Worth Star-Telegram* as required by State law and the Land Development Code on Saturday, August 26, 2017. To date, no correspondence has been received for this item.

Staff Recommendation: The proposed replat meets the requirements of the Land Development Code, staff recommends approval.

Planning and Zoning Commission Recommendation: The Planning and Zoning Commission recommends approval of the plat by a vote of 6-0.

Financial Impact

There is no financial impact to the City.

Recommendation

Approve

Attachments

1. Aerial Map
2. Zoning Map
3. Future Land Use Map
4. Plat Exhibit
5. Notification Map
6. Notification List
7. Property Owner Notification
8. Legal Notice
9. Resolution R-17-4183

Aerial Map

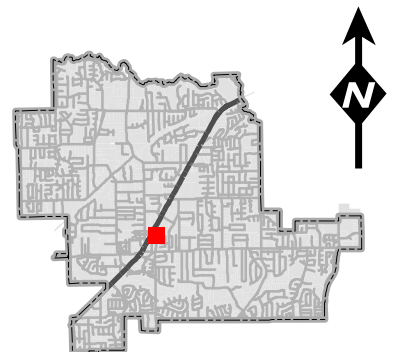


PC17-013

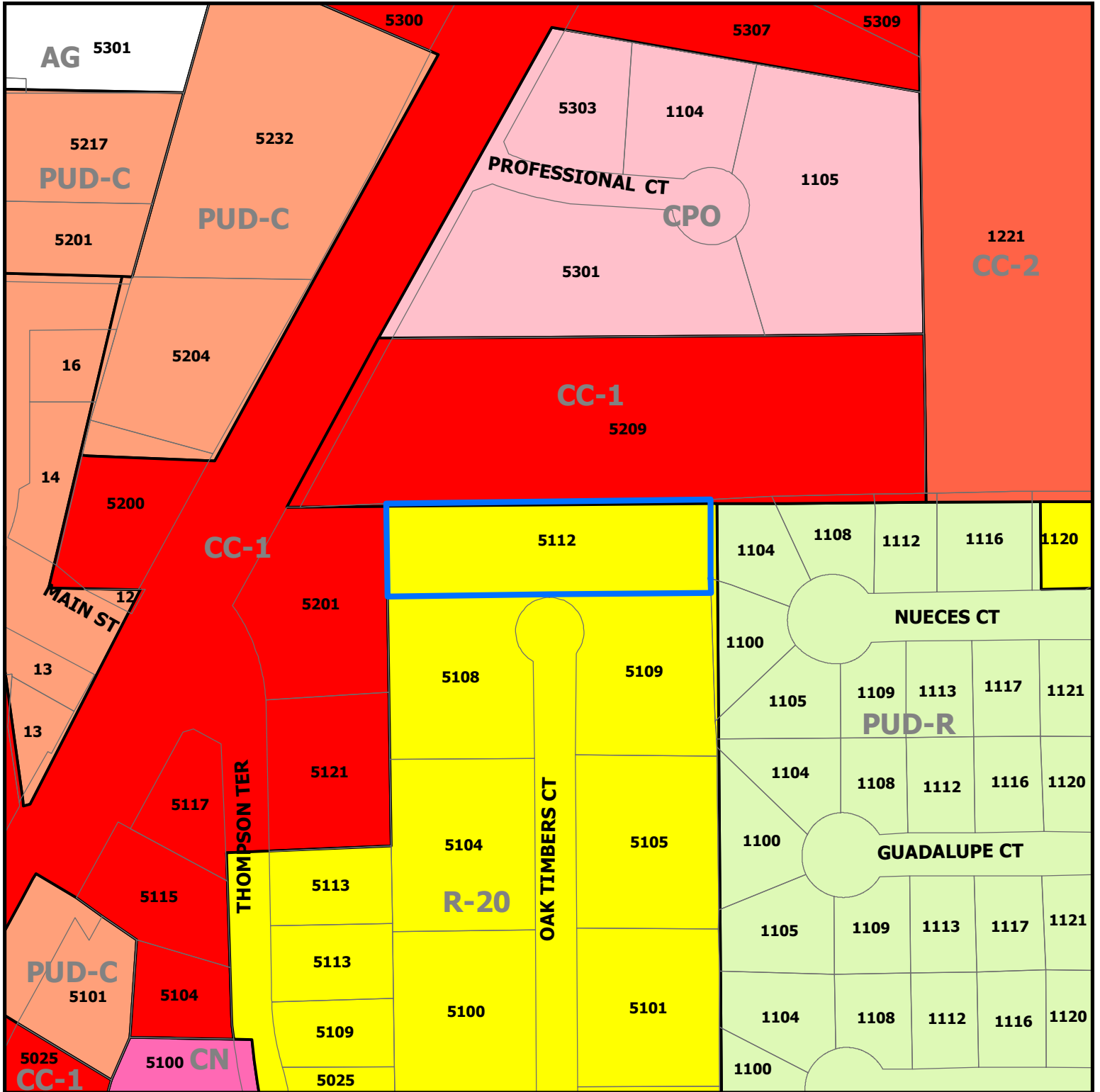
5112 Oak Timbers Court

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.

 Subject Property



Zoning Map

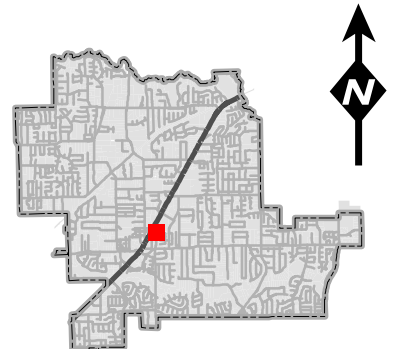


PC17-013

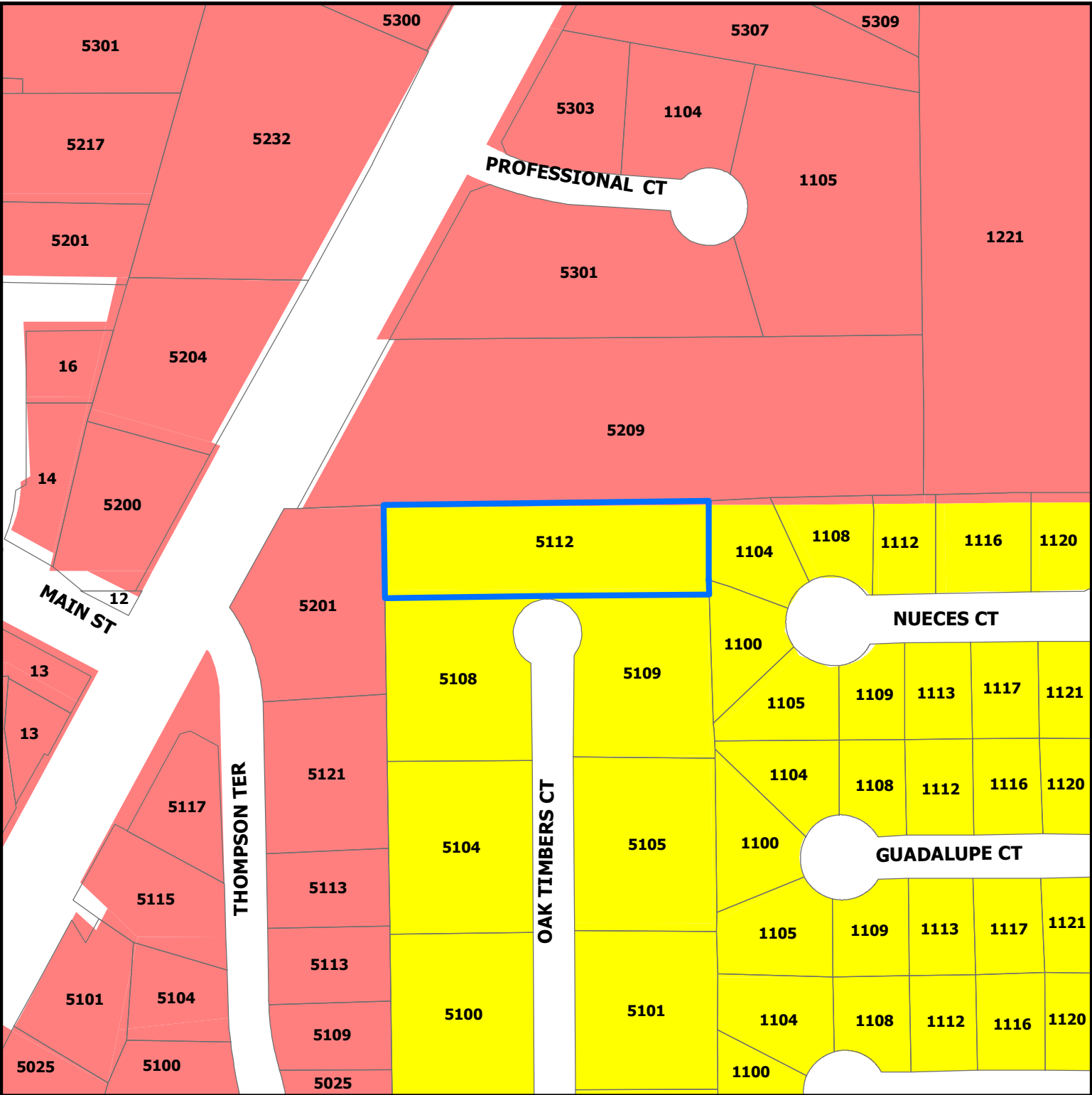
5112 Oak Timbers Court

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 Subject Property



Future Land Use Map



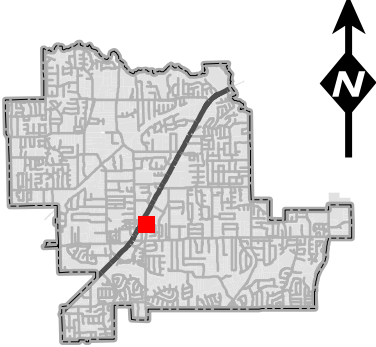
PC17-013

5112 Oak Timbers Court

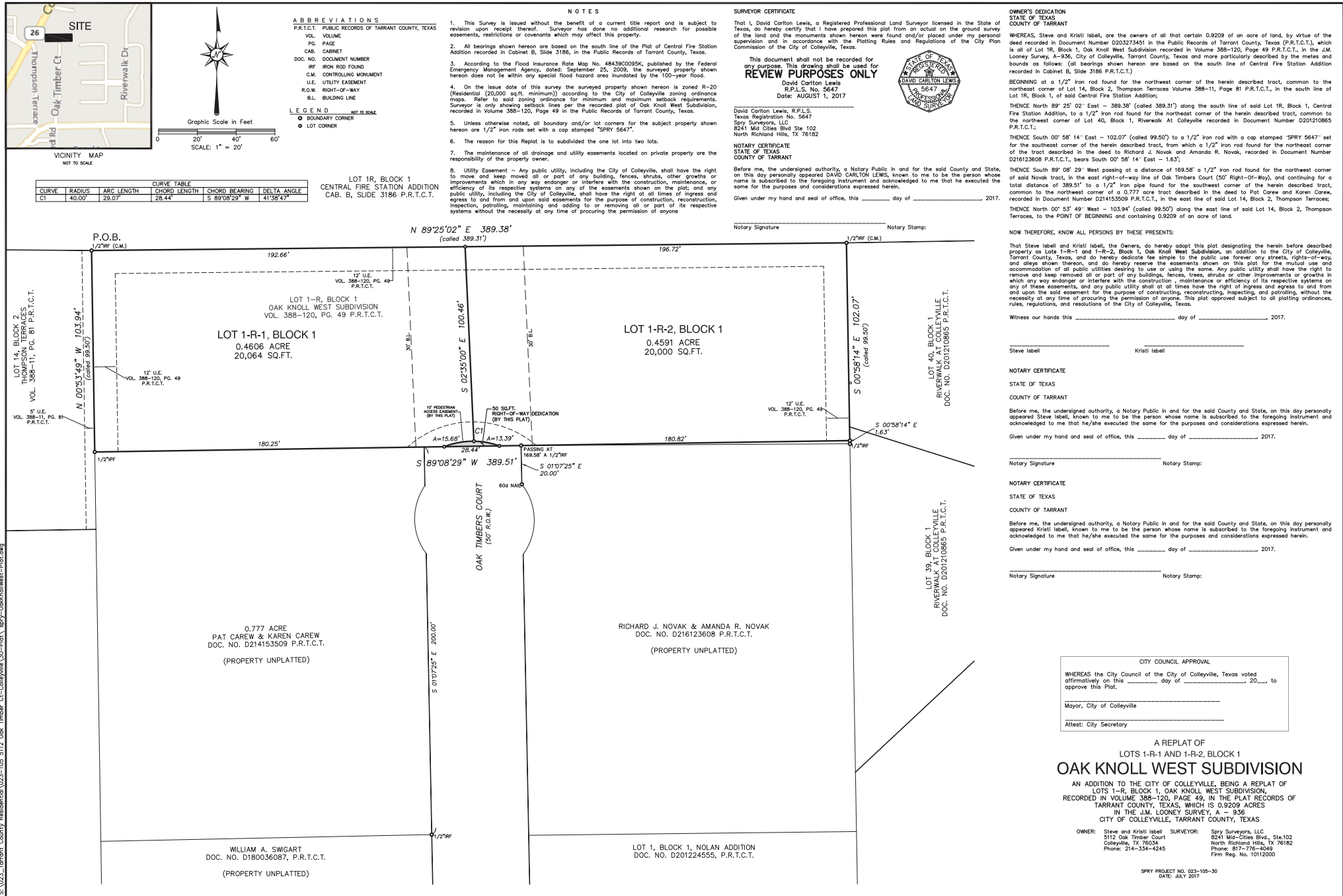
 Subject Property



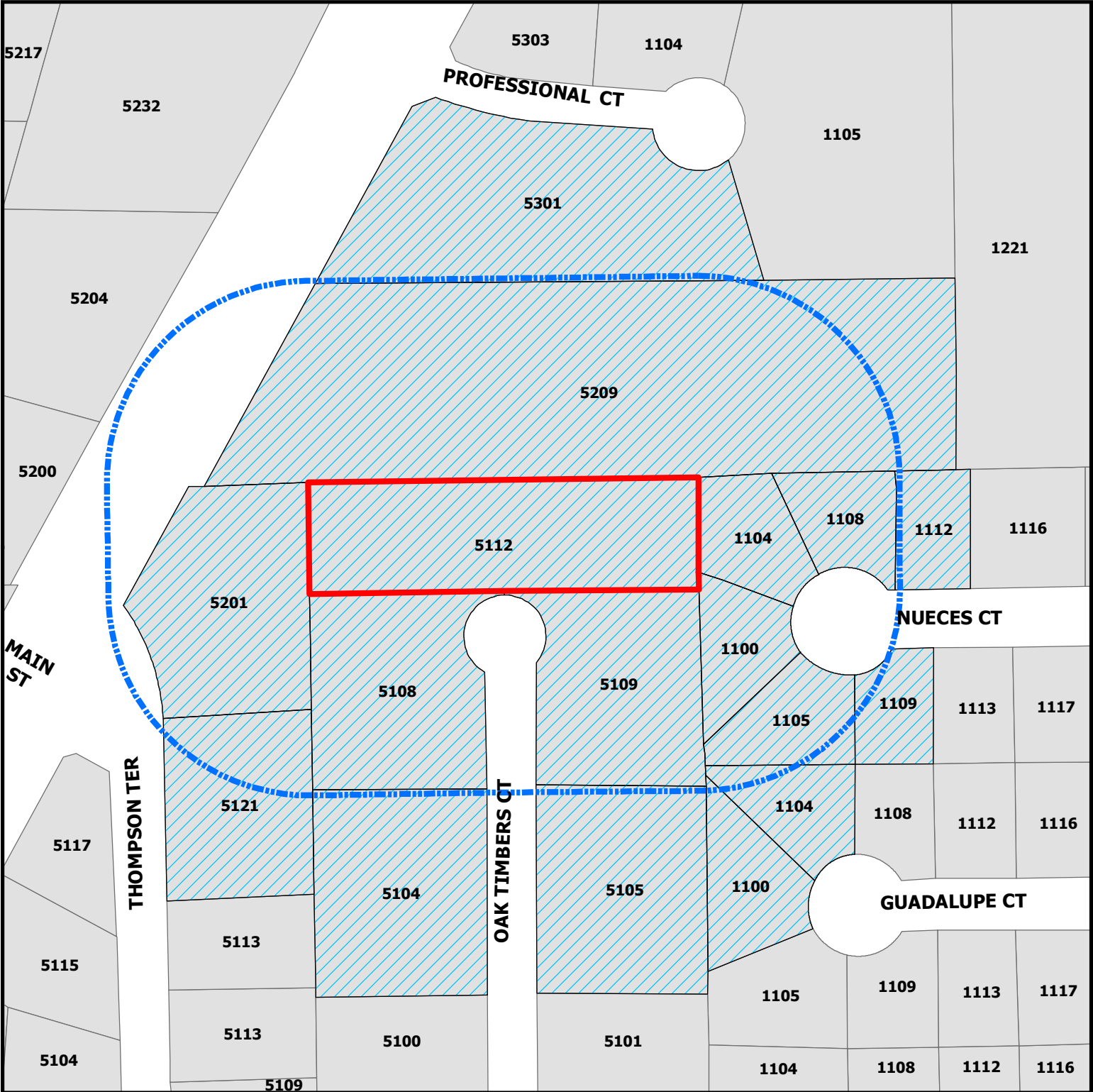
DISCLAIMER:
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Plat Exhibit



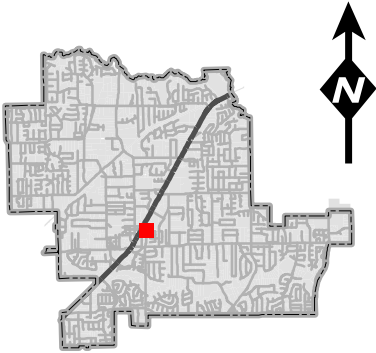
Notification Map



PC17-013

5112 Oak Timbers Court

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



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Notification List

Owner Name	Owner Address	Owner City	Owner Zip	Situs Address
COLLEYVILLE, CITY OF	100 MAIN ST	COLLEYVILLE, TX	76034	5209 COLLEYVILLE BLVD
MURCHISON, PAIGE	5105 OAK TIMBERS CT	COLLEYVILLE, TX	76034	5105 OAK TIMBERS CT
SUNDER HOLDINGS LLC	11464 HARRY HINES BLVD	DALLAS, TX	75229	5201 COLLEYVILLE BLVD
RICHMOND, LESTER	1112 NUECES CT	COLLEYVILLE, TX	76034	1112 NUECES CT
NOVAK, RICHARD	5109 OAK TIMBERS CT	COLLEYVILLE, TX	76034	5109 OAK TIMBERS CT
SWIGART, WILLIAM A	5104 OAK TIMBERS CT	COLLEYVILLE, TX	76034	5104 OAK TIMBERS CT
MEADOR, JOHN M	1105 NUECES CT	COLLEYVILLE, TX	76034	1105 NUECES CT
BENNETT, JANET	1104 NUECES CT	COLLEYVILLE, TX	76034	1104 NUECES CT
MITCHAM, CARL	PO BOX 983	COLLEYVILLE, TX	76034	5121 THOMPSON TERR
CROWDER, FRANKIN	1100 GUADALUPE CT	COLLEYVILLE, TX	76034	1100 GUADALUPE CT
BARNARD PARTNERS XIII LTD	PO BOX 127	COLLEYVILLE, TX	76034	5301 COLLEYVILLE BLVD
ISBELL, STEVE E	5112 OAK TIMBERS CT	COLLEYVILLE, TX	76034	5112 OAK TIMBERS CT
NOORALI, AZIZUDDIN	1109 NUECES CT	COLLEYVILLE, TX	76034	1109 NUECES CT
FLETCHER, JAMES R	1108 NUECES CT	COLLEYVILLE, TX	76034	1108 NUECES CT
CAREW, PAT	2106 STONEHAVEN DR	COLLEYVILLE, TX	76034	5108 OAK TIMBERS CT
RONIN, YURY	1104 GUADALUPE CT	COLLEYVILLE, TX	76034	1104 GUADALUPE CT
SAEED, MOHAMMAD	1100 NUECES CT	COLLEYVILLE, TX	76034	1100 NUECES CT

RIVERWALK AT COLLEYVILLE	P.O. BOX 1031	COLLEYVILLE, TX	76034	COURTESY NOTICE
HIBBITT, MATT	8241 MID-CITIES BLVD	NORTH RICHLAND HILLS, TX	76182	APPLICANT
GRAPEVINE-COLLEYVILLE ISD	3051 IRA WOODS AVE E	GRAPEVINE, TX	76051	STATE LAW REQUIRED

Public hearing notices were mailed Friday,
August 25, 2017 by Araceli Botello

Property Owner Notification



NOTICE OF PUBLIC HEARING

Zoning Case Number: PC17-013

Owner: Steve Isbell

Applicant: Matt Hibbitt

Location: 5112 Oak Timber Court

Property Description: Lot 1R, Block 1, of the Oak Knoll West Subdivision

Present Zoning: R-20 Single Family Residential District

Request: Consideration of a Replat on property legally described as Lot 1R, Block 1, of the Oak Knoll West Subdivision, located at 5112 Oak Timber Court. The purpose of the plat is to subdivide the lot into 2 lots, each lot being approximately 20,000 sq. ft. (.4591 acres).

The City of Colleyville has scheduled public hearings concerning the above referenced request on the following dates and location:

Planning and Zoning Commission Meeting: Monday, September 11, 2017 at 7:00 p.m.
City Council Meeting: Tuesday, October, 10 2017 at 7:30 p.m.
3rd floor of City Hall, 100 Main Street, Colleyville, Texas

This notice has been sent to all owners of real property within 200 feet of the request as such ownership appears on the last approved tax roll and all homeowners associations within 200 feet. Action by the Planning and Zoning Commission serves as a recommendation to the City Council and is not a final action on the request.

The application is on file for public examination in the Community Development Department at 100 Main Street, Colleyville, Texas. For additional information, please contact the Community Development Department at 817.503.1052. Please reference the zoning case number when requesting information.

Ben Bryner
Community Development Director
bbryner@colleyville.com

Legal Notice

August 25, 2017

SENT VIA EMAIL on Friday, August 25, 2017

Christine Lopez
Legal Notices
Fort Worth Star-Telegram
400 W. Seventh Street
Fort Worth, TX 76102

Dear Christine:

Please publish and furnish an affidavit (N.E. Section):
Saturday, August 26, 2017

The City of Colleyville Planning and Zoning Commission gives notice of a Public Hearing on Monday, 9/11/17 at 7:00 p.m. at City Hall, 100 Main Street, Colleyville, Texas:

Case PC16-014 - Consideration of a Replat on property legally described as Lot 1A, Block 1, of the Fair Haven Estates, located at 6306 Wyatt Drive

Case PC17-013 - Consideration of a Replat on property legally described as Lot 1R, Block 1, of the Oak Knoll West Subdivision, located at 5112 Oak Timber Court

The City Council will hold a Public Hearing on the above items on 10/10/17 at 7:30 p.m. at City Hall, 100 Main Street, Colleyville, Texas.

All interested citizens will be given the opportunity to speak and be heard.

CITY OF COLLEYVILLE



Araceli Botello
Planning Technician

RESOLUTION R-17-4183

A RESOLUTION APPROVING A REPLAT FOR LOTS 1R1 & 1R2, BLOCK 1, OF THE OAK KNOLL WEST ADDITION

WHEREAS, the Planning and Zoning Commission recommended approval of the replat for Lots 1R1 & 1R2, Block 1, of the Oak Knoll West Addition on September 11, 2017.

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

Sec. 1. THAT the replat for Lots 1R1 & 1R2, Block 1, of the Oak Knoll West Addition on approximately 0.92 acres, attached as Exhibit "A" - Plat Exhibit, is hereby approved.

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF ____ AYES, ____ NAYS, AND ____ ABSTENTIONS ON THIS THE 10TH DAY OF OCTOBER 2017.

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

ATTEST:

CITY OF COLLEYVILLE

Christine Loven, TRMC
Assistant City Secretary

Richard Newton
Mayor

[illegible]



City of Colleyville City Council Agenda Briefing

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

Agenda Number 7b

Agenda Date 10/10/2017

Number Resolution R-17-4184

Type Resolution

Department City Secretary

Title

Consideration of appointments to the Colleyville Economic Development Corporation

Strategic Plan

B4- Cultivate a culture of transparency and consistent communication

Explanation

Reading and Public Hearing

There are three (3) positions on the Colleyville Economic Development Corporation Board whose terms expired September 2017. The positions were advertised and applications accepted July 3 through September 29, 2017. The incumbents were notified their term was expiring, and asked to submit an application if they wished to be considered for reappointment.

This resolution provides for City Council to consider appointments to the Colleyville Economic Development Corporation whose terms will expire September 2019.

The following Board member's term expire September 2017.

· Amy Dowell · Mark Slosson · John Terhoeve

The applicants are listed below and the applications are attached.

· Claudia Bevill · David Billinger · Amy Dowell
· Jeff Gilstrap · Ralph Hunkins · Charles Kelley
· Mike Sexton · Mark Slosson · Sayeda Syed
· John Terhoeve

Financial Impact

There is no financial impact to the City.

Recommendation

Approve

Attachments

1. Colleyville Economic Development Corporation roster

2. Colleyville Economic Development Corporation Applications for Appointment
3. Resolution R-17-4184

COLLEYVILLE ECONOMIC DEVELOPMENT CORPORATION

PRESIDENT

George Dodson
7309 Balmoral Drive
Colleyville, TX 76034
H: (817) 937-3198
gdodson@colleyville.com
TERM: June 2017 – May 2019

VICE PRESIDENT

Richard Newton
1208 Holly Lane
Colleyville, TX 76034
H: (817) 247-1642
rnewton@colleyville.com
TERM: June 2016 – May 2018

DIRECTOR

Amy Dowell
1816 Avondale Drive
Colleyville, TX 76034
W: (817) 424-3382
H: (817) 358-0499
amydowell@mac.com
TERM: Sep 2015 – Sep 2017

DIRECTOR

Bobby Lindamood
5508 Janet Lane
Colleyville, TX 76034
H: (214) 232-8147
blindamood@colleyville.com
TERM: June 2015 - May 2018

DIRECTOR

Tammy Nakamura
2204 Collins Path
Colleyville, TX 76034
H: (214) 274-5990
tnakamura@colleyville.com
TERM: Jun 2016 - May 2018

DIRECTOR

Mark Slosson
2407 Poplar Court
W: (817) 455-6900
H: (817) 540-3144
slosson@verizon.net
TERM: Sep 2015 - Sep 2017

DIRECTOR

John Terhoeve
1204 Opal Court
Colleyville, TX 76034
W: (817) 999-5629
jmterhoeve@gmail.com
TERM: April 2017 - Sep 2017

FINANCE MANAGER

Shereen Gendy
100 Main Street
Colleyville, TX 76034
W: (817) 503-1014
sgendy@colleyville.com

GENERAL MANAGER

Jerry Ducay
100 Main Street
Colleyville, TX 76034
W: (817) 503-1116
jducay@colleyville.com

SECRETARY

Vacant



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

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

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

1. Planning and Zoning Commission

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

2. Colleyville Economic Development Corporation

3. Colleyville Center Advisory Committee

Name: ☐ Ms. ☒ Mrs. ☐ Mr. Claudia Bevill

Address: 119 Cheek Sparger Rd

Home phone: 817-849-1360

Work phone:

E-mail Address: ckbevill@hotmail.com

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

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

Municipal employee for seven years, Office of the City Secretary, Mayor's Assistant. Familiar with municipal government codes & procedures. Also formerly employed by venture capital executives following development projects from inception to completion. Locally active in Colleyville, familiar with procedures, codes, and staff, as well as elected officials. Strong communication skills, even temperament, as well as strong technology and research skills. (My email address may be released ONLY in conjunction with a committee assignment and shall not be released for any other purpose.

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

Willing to serve the City in any volunteer position including any and all committees or commissions to which the Council believes I can successfully contribute.

Signature:

Claudia Bevill

Date:

7-10-2017

Once positions are appointed, you must reapply for future openings. All information provided is public pursuant to the Texas Public Information Act. If additional information is required, please call 817.503.1130. Please return completed application to the Office of the City Secretary:

Email: cloven@colleyville.com or ashelley@colleyville.com **Fax:** 817.503.1139

Mail: City Secretary, 100 Main Street, Colleyville, TX 76034



Application for Appointment

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

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

1. COLLEYVILLE ECONOMIC DEVELOPMENT CORPORATION
2. CLICK TO VIEW AND CHOOSE
3. CLICK TO VIEW AND CHOOSE

Name: Ms. Mrs. ☒ Mr. David Billinger

Address: 1616 Devon Dr.

Home Phone: 361-673-2829

Work Phone: 512-375-1118

E-mail Address: davetbill@yahoo.com

Fax: _____

- ☒ I understand attendance and active support is required for each appointee.
☒ I understand I am required to comply with the Texas Open Meetings Act training.
☒ I understand I must bring my own device to meetings to view packet information.
☒ By checking this line, I consent to the City's use and release of all information provided in this application, to include the address, telephone, and email address provided.
____ Additional materials attached.

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

I am a Director of Commercial Business Development for SiEnergy and deal directly with many EDC's throughout the State. I have an MBA, I am a E.I.T.

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

To review opportunities that the EDC wishes to pursue for growth opportunities in the City of Colleyville.

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

The policies and decisions that have led to the feel of Colleyville. I think the Library and Parks are some of the best features of our town.

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

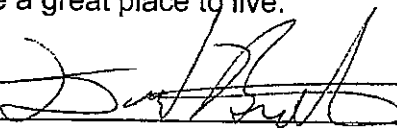
The longevity of small businesses and restaurants.

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

To expand the commercial opportunities in the community, while maintaining the small town feel.

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

To be a great place to live.

Signature: 

Date: 8-21-17

All information provided is public pursuant to the Texas Public Information Act.
Please return completed application to: City Secretary, 100 Main Street, Colleyville, TX 76034
Office: 817.503.1130 Fax: 817.503.1139; cloven@colleyville.com or ashelley@colleyville.com



Application for Appointment

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

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

1. COLLEYVILLE ECONOMIC DEVELOPMENT CORPORATION
2. CLICK TO VIEW AND CHOOSE
3. CLICK TO VIEW AND CHOOSE

Name: Ms. ☒ Mrs. ☐ Mr. Amy Dowell

Address: 6005 Valentino Ct. Colleyville, Texas 76034

Home Phone: 817.358.0499

Work Phone: 817.424.3382

E-mail Address: amydowell@mac.com

Fax: _____

- ☒ I understand attendance and active support is required for each appointee.
☒ I understand I am required to comply with the Texas Open Meetings Act training.
☒ I understand I must bring my own device to meetings to view packet information.
☒ By checking this line, I consent to the City's use and release of all information provided in this application, to include the address, telephone, and email address provided.
____ Additional materials attached.

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

CEDC Director 2015-present, Colleyville Public Library board, Colleyville Woman's Club board.

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

To give input on future planning, projects and budget pertaining to City of Colleyville.

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

I am pleased with the current quality of programs and services offered in the City.

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

I would like to see resources added to increase what we can offer the citizens. I would like to see improvements made with the Senior Center in the future planning.

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

I would like to see additional growth to Colleyville, attracting new business.

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

I would like Colleyville to be a destination for consumers to come shop and eat and be entertained. We have such a great opportunity now with the expansion in our roads to make this happen.

Signature: Amy Dowell

Date: 8/28/17

All information provided is public pursuant to the Texas Public Information Act.
Please return completed application to: City Secretary, 100 Main Street, Colleyville, TX 76034
Office: 817.503.1130 Fax: 817.503.1139; cloven@colleyville.com or ashelley@colleyville.com



Application for Appointment

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

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

1. CLICK TO VIEW AND CHOOSE HISTORICAL PRESERVATION
2. CLICK TO VIEW AND CHOOSE SIDEWALK COMMITTEE
3. CLICK TO VIEW AND CHOOSE ECONOMIC DEVELOPMENT

Name: Ms. Mrs. Mr. JEFF HILSTRAP

Address: 1708 AVALON DR.

Home Phone: (214) 870-2691 Work Phone: (817) 429-6262

E-mail Address: jeffg@harrispackaging.com Fax: _____

36 I understand attendance and active support is required for each appointee.

36 I understand I am required to comply with the Texas Open Meetings Act training.

36 I understand I must bring my own device to meetings to view packet information.

36 By checking this line, I consent to the City's use and release of all information provided in this application, to include the address, telephone, and email address provided.

____ Additional materials attached.

1. City service and experience, civic organizations, knowledge, experience, or education applicable to Board, Commission, or Committee function: TEXAS ADM - Engineering TEXAS Christian University - MBA, WATER Advisory Board member, All Around critical thinker and Greater Good Colleyville Guy.
2. What do you perceive your role will be in serving on a board, commission, or committee? TO BE AN open minded and non-biased contributor that listens to all the data Available AND contributes to the overall good.
3. In your opinion, what policies/programs/assets of Colleyville are working well? MOST ARE, However this is a time of significant retail, political, AND infrastructure change in Colleyville that we want to make sure doesn't change our culture.
4. What are some issues in Colleyville that may require change? I believe PARKS AND REC is an opportunity overall which includes more walkable PARKS AND connectivity. I also feel we need a retail identity.
5. If you could influence the City in just one way, what would that be? Be A voice of the smaller 30-40 YEAR old demographic AND push to look at the 50-year impacts of today's decisions.
6. Please share with us your vision for the City of Colleyville.

Colleyville - The safest little prosperous city in the Big Metroplex.

Signature: _____

Date: 07/07/17

All information provided is public pursuant to the Texas Public Information Act.
Please return completed application to: City Secretary, 100 Main Street, Colleyville, TX 76034
Office: 817.503.1130 Fax: 817.503.1139; cloven@colleyville.com or ashelley@colleyville.com



Application for Appointment

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

1. COLLEYVILLE ECONOMIC DEVELOPMENT CORPORATION
2. PLANNING AND ZONING COMMISSION
3. COLLEYVILLE ECONOMIC DEVELOPMENT CORPORATION

Name: Ms. Mrs. ☒ Mr. Ralph H. Hunkins

Address: 808 Regina Court

Home Phone: 817-756-1430 Work Phone: 972-268-3331

E-mail Address: rhunkins@sprintmail.com Fax: _____

- ☒ I understand attendance and active support is required for each appointee.
- ☒ I understand I am required to comply with the Texas Open Meetings Act training.
- ☒ I understand I must bring my own device to meetings to view packet information.
- ☒ By checking this line, I consent to the City's use and release of all information provided in this application, to include the address, telephone, and email address provided.
- ☒ Additional materials attached.

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

2015 Leadership Colleyville Graduate, MBA, Manufacturing experience, Retired Army Lieutenant Colonel.

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

Act as an independant voice as well as advocate for the citizens of Colleyville.

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

All

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

None, I think Colleyville is an exceptionally well run city due to its leadership, full time staff and citizen involvement in commissions such as these.

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

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

Modern, family oriented city with opportunities for career, leisure, retirement, entertainment and fun!

Signature: Ralph H. Hunkins Digitally signed by Ralph H. Hunkins
Date: 2017.07.08 21:40:22 -05'00' Date: _____

All information provided is public pursuant to the Texas Public Information Act.
Please return completed application to: City Secretary, 100 Main Street, Colleyville, TX 76034
Office: 817.503.1130 Fax: 817.503.1139; cloven@colleyville.com or ashelley@colleyville.com

SUMMARY OF QUALIFICATIONS

Business Executive with a proven background in meeting business objectives in high tech manufacturing and real estate development and investment. MBA with technical degree and 15 years of progressive high level experience and documented success in today's relationship driven global business environment. Former warranted US Gov't contracting officer with operations & policy experience in a warzone environment. My background allows immediate contributions in supply chain, leadership, operational & strategic planning and finance as follows:

- Full business partner with other corporate functions such as manufacturing, operations, human resources and finance to deliver customer oriented performance and support.
 - Development and leadership of a Purchasing Department organization including vision, goals, budgets and roadmaps to support a customer centric mission.
 - Purchasing transformation from a transactional focus to a strategic supply chain management organization driving the enterprise's competitive advantage.
 - Consistent and sustained delivery of total cost savings and reduced supply chain risk for key production resources, materials and services.
-

EXPERIENCE & KEY ACCOMPLISHMENTS

Real Revenue Ventures LLC, Colleyville, Texas.

March 2015 to Present

Executive Director. Of a Dallas, TX based real estate private equity company and family office. Leads the direct acquisition of multifamily properties, land development, construction of speculation homes for sale and participation in real estate investment partnerships. Directed the targeted investments in projects meeting our investment criteria in the Dallas and Houston metropolitan areas. Additionally, Real Revenue Ventures oversees a portfolio of properties located in Berlin, Germany.

- Established corporate governance procedures, metrics and financial controls with internal partners and outsourced managers.
- Used faster business velocity in Berlin to increase revenue by 15% in 2015 while reducing operating expenses by 20%.
- Achieved first time 100% full occupancy at German portfolio of properties.
- Recapitalized portfolio with lower interest rates on debt and enabled redeployment of freed up capital.

Commscope Inc., Richardson, Texas.

Sept. 2007 to March 2015

Global Category Manager – Fabricated Mechanical Parts. Directed worldwide procurement strategies for over \$110M in spend with manufacturers in metal forming, machining and plating used in telecom connectors, housings, filters and similar components. Lead category teams consisting of buyers in the United States, China, India, Europe, and Mexico with a focus on cost reduction, negotiations, supplier rationalization and use of a balanced scorecard to supplier selection.

- Exceeded stretch business plan goals each year in cost reduction by over 50%.
- Directed the transition of \$10M in internal manufacturing to a new external supplier. Served as committee lead charged with conducting the supplier search and making the selection.
- Worked with local teams with sensitivity to local management to increase supply chain performance and develop additional cost reduction projects. Very often sought out by local staff for assistance.
- Led negotiations with 3 top Chinese suppliers resulting in \$1.4M (3.6%) in price reductions

Purchasing Manager – Telecom Enclosures, Cable Management Systems, Fabricated Parts. Managed the contractual and business relationship with contract manufacturers (CMS and EMS) building products to specification and under private label. Charged with driving cost reduction through rationalization, negotiation and competition while maintaining supplier capabilities and readiness to provide products.

- Directly negotiated with top contract manufacturers cost and achieved price reductions of \$18.5M based on \$140M in annual spending.
- Directed a global category management strategy of regional procurement across a supply base of low cost region suppliers by clearly identification of supplier strategic fit, capability and competitiveness.
- Drove automation of basic procurement functions to enable greater team focus on cost reduction and expert level understanding of products and contract manufacturing business models.

CENTCOM Contracting Command, US Department of Defense. Afghanistan Aug 2009 to Jan 2011

Deputy Commander for Operations. (Lieutenant Colonel, US Army Reserve, Ret.)

Mobilized to serve with US Forces in Afghanistan directing operational execution of \$5B in US Government contracts. Partnered with commanders to link contracting with operational "on the ground" war fighting. Developed local policy and acquisition planning for key spend areas. Implemented theater wide screening of contractors against intelligence sources, developed realistic & feasible anti-corruption and counter-insurgency centric measures for use by contracting officers.

Siemens AG, Postal Automation Division, Arlington, Texas.

Apr 2004 to Aug 2007

Commodity Manager – Computer and Server Systems, Printed Circuit Boards, Sensors & Electro-Mechanical Devices. (Oct 2006 to Aug 2007). Supervised 4 direct reporting buyers. Managed strategic sourcing activities for spend of \$83M for custom computers, networking, sensor & switch devices used in high speed mail sorting systems.

- Implemented custom white box computer sourcing strategy from single source to multiple integrators using standard COTS chassis with savings potential of \$4M over 3 years while increasing responsiveness, reducing supply chain risk and realizing falling component cost savings.
- Negotiated consolidated cross project pricing on electronic sensors that yielded over \$600K (-16%) in savings by selecting suppliers with capability and capacity to provide sensor product with broad applications in postal automation projects as well as leverage scale and pool requirements worldwide.
- Planned and executed team transition from tactical procurement focus to a longer term & total cost based strategic sourcing approach.

Commodity Manager – Information Technology & Software. (April 2004 to Oct 2006) Supervised 3 direct reporting buyers in Arlington, TX and Grand Rapids, MI. Managed spend of \$100M for Software, Information Technology Hardware, Services, Consulting and other indirect non production related spending. Administered and negotiated subcontracts with service providers.

- Implemented a customer centric approach by developing singularly responsible buyers for Manufacturing, Field Services, R&D, and Facilities. Resulting in better understanding of stakeholder requirements, higher level of support, spend consolidation and negotiation opportunities.
- Achieved \$3.5M in direct savings through consolidation, pooling and value driven negotiations.
- Increased use of Procurement Cards to \$3.25M (3X) annually resulting in faster customer service.
- Increased payment terms from average Net19 to Net37.

Orbis OnLine, San Antonio, Texas (No longer in business)

Jan 2003 to Sept 2003

Sales Manager. Recruited by VP of Operations to drive exploitation of reverse auction contract with the Texas Building & Procurement Commission. Managed the State of Texas Reverse Auction contract valued at \$5.6M in annual revenue.

- Ramped FY2003 State of Texas Reverse Auction Program from \$7M to \$120M in auction value delivering \$11M in cost savings to the Texas Building & Procurement Commission.
- Increased the sales pipeline for private sector industrial clients by 8X. Implemented a private sector revenue model that reduced Orbis' time to money by 50%.
- Expert with products and marketplaces for foodstuffs, institutional supplies, lumber, metals, and information technology products through Orbis' market making activities and reverse auctions.

EZSource.net™, Austin, Texas (No longer in business)

March 2002 to Jan 2003

Director of Operations & Finance. Invited to launch EZSource.net™; a start-up dedicated to providing low cost, industrial strength, hosted reverse auctions to medium sized businesses. EZSource's business model provided customers the technical capability to conduct self-service reverse auctions without expensive software license agreements, long-term contracts or Information Technology implementations.

- Saved \$200K in capital by negotiating software technology contract enabling EZSource.net™ to go operational without extensive upfront or monthly fees conserving EZSource's cash.

Advanced Micro Devices, Austin, Texas.

May 2000 to March 2002

Global Commodity Manager. Managed the global procurement of chemical materials used in semiconductor manufacturing with annual dollar responsibility exceeding \$60M and a supply base of 13 suppliers located in Asia, Europe and North America. Developed long-term sourcing strategies to ensure inventory availability, drive cost savings, and improve quality and supplier's capability to meet future technical requirements.

- Managed inventory levels through a team of buyer/planners to support of AMD's Athlon™ and Duron™ production ramps as AMD transitioned to 0.13um and silicon-on-insulator technologies.
- Negotiated over \$5M in annualized savings and contracts worth \$87M with roadmap suppliers to ensure supply chain effectiveness and limit AMD's exposure to risk.
- Directed AMD's World Class Supplier program consisting of a team of 32 Manufacturing, Quality, and Finance and Procurement professionals from Austin, TX, Sunnyvale, CA and Dresden, GE. Placed emphasis on upstream engagement with suppliers, early alignment of technology roadmaps and on-time discovery, development and deployment (qualification) of new materials.

Intel Corporation, Chandler, Arizona.

Jan 1998 to May 2000

Commodity Manager. Managed the global availability of **stamped & machined metal components** providing thermal solutions to the Pentium®II/III and Xenon® processor cartridge enabling their successful launch & ramp. Partnered with suppliers in North America & Asia to develop world class manufacturing systems in inventory, quality and cost competitiveness.

- Led a team of 4 buyers located globally (Ireland, Costa Rica, Philippines, Malaysia) to orchestrate \$35M in materials spending annually.
- Negotiated price reductions of \$26M despite unprecedented upsides and a constrained supply chain.
- Reduced vendor lead-time by 50% by specification review, inspection reduction, and e-commerce.
- Led my department's win of the Intel Quality Award by developing and presenting a story that was high level yet indicative of the achievements during the Pentium II/III ramp.

PAI Corporation, Albuquerque, New Mexico

Sept 1992 to Dec 1997

Deputy Program Manager. Profit and Loss responsibility for PAI's technical services account with Sandia National Laboratories (SNL), interfaced with clients to insure customer satisfaction and to anticipate future requirements. Responsible for business development in the NM, AZ and TX region.

- Led the expansion from \$400K in annual revenues to \$3M (17% of sales) with expansion into new technical support areas.
- Project Leader for PAI's \$175M joint proposal with Harris Semiconductor to SNL's RFP for the Management/Operation of the Microelectronics Development Laboratory with potential to double PAI's revenues and number of employees.

United States Army, USA, Europe, Iraq

Oct 1984 to Sept 1992

Army Officer. Decorated for leadership, dedication, knowledge of combined arms tactics, staff operations and perseverance in tough assignments in the United States, Persian Gulf and Europe.

- Brigade Executive Officer: 2nd in command and chief of staff for human resources, operations and logistics overseeing a staff of 43 officers and enlisted soldiers.
- Commanded a field artillery battery in Iraq. Provided leadership to junior officers and NCOs. Responsible for operations and performance standards of unit with 147 soldiers.

EDUCATION

Masters of Business Administration, Robert O. Anderson Schools of Management, University of New Mexico, Albuquerque, New Mexico. Discipline: Management of Technology

Bachelors of Science, Chemistry, Arizona State University, Tempe, Arizona.

Global Leadership Program Certificate, American Graduate Institute of International Management (Thunderbird), Glendale, AZ,

Leadership Colleyville 2015, Participated in the highly acclaimed civic governance and leadership program.



Application for Appointment

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

1. PLANNING AND ZONING COMMISSION
2. COLLEYVILLE ECONOMIC DEVELOPMENT CORPORATION
3. CLICK TO VIEW AND CHOOSE

Name: Ms. Mrs. ☒ Mr. Charles Kelley

Address: 705 Hillside Drive

Home Phone: 817-235-7883 Work Phone: 817-236-7883

E-mail Address: ckelleycolleyville@chuck-kelley.com Fax: _____

- ☒ I understand attendance and active support is required for each appointee.
- ☒ I understand I am required to comply with the Texas Open Meetings Act training.
- ☒ I understand I must bring my own device to meetings to view packet information.
- ☒ By checking this line, I consent to the City's use and release of all information provided in this application, to include the address, telephone, and email address provided.
- ☒ Additional materials attached.

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

2017 Colleyville Planning and Zoning Board - Place 5

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

Be an active participant, research each case thoroughly, review applicable laws, statutes or legal documentation, render appropriate rulings

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

Destination Colleyville, Land Use Manual, Colleyville City Council, City Staff

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

We need to find new and innovative ways to attract business to Colleyville, Bring city services up to be the best in the state, nation while not impacting tax revenue

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

Help to encourage businesses to locate in Colleyville, Continue to develop the city maintaining the rural feel, lot sizes and maintain the vision in Destination Colleyville.

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

Create a mix of corporate, small business and residential areas that maintain the Character of Colleyville as the unique destination it is.

Signature: Charles Kelley

Digitally signed by Charles Kelley
Date: 2017.08.16 11:28:18 -05'00'

Date: 8/16/2017

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

1. COLLEYVILLE ECONOMIC DEVELOPMENT CORPORATION
2. PLANNING AND ZONING COMMISSION
3. COLLEYVILLE LIBRARY BOARD

Name: Ms. Mrs. Mr. Mike Sexton

Address: 3612 Greenbriar Court

Home Phone: 817-721-5577

Work Phone: _____

E-mail Address: mas61475@yahoo.com

Fax: _____

- ☒ I understand attendance and active support is required for each appointee.
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- ☒ Additional materials attached.

1. **City service and experience, civic organizations, knowledge, experience, or education applicable to Board, Commission, or Committee function:**
As a member of the executive committee as well as a head of a committee within my child's school, I have a deep understanding what families and parents need and are looking for in this city.
2. **What do you perceive your role will be in serving on a board, commission, or committee?**
I will listen to ideas and suggestions as well as provide my own. I will be required to research and determine what best fits into the future plans of our city and provide a path for an even better city.
3. **In your opinion, what policies/programs/assets of Colleyville are working well?**
Currently our first responders are continuing to keep our city safe and regarded as one of the safest cities in the country. We have a fantastic parks and recreation department and our city staff/council have done a very good job of managing our finances and maintaining a low debt.
4. **What are some issues in Colleyville that may require change?**
Our city is facing budget shortfalls in the not so distant future. We need to determine new revenue streams and budget adjustments to avoid losing services that make our city the current best place to live, without raising our taxes.
5. **If you could influence the City in just one way, what would that be?**
I would like us to be more vigilant in our acquisition of professional businesses to provide sales tax revenue to our city.
6. **Please share with us your vision for the City of Colleyville.**
I see a city that will be more connected and become even more family friendly. A city that can maintain the rural "feel" but enhance strategic economic development to meet the budgetary needs that designate our wonderful municipality as the safest city in Texas.

Signature: _____

Date: 6-19-2017

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

1. COLLEYVILLE ECONOMIC DEVELOPMENT CORPORATION
2. CLICK TO VIEW AND CHOOSE
3. CLICK TO VIEW AND CHOOSE

Name: Ms. Mrs. ☒ Mr. Mark R. Slosson

Address: 2407 Poplar Ct E Colleyville TX 76034

Home Phone: 8175403144 Work Phone: 8174556900

E-mail Address: Slosson@verizon.net Fax: 8175403144

- ☒ I understand attendance and active support is required for each appointee.
☒ I understand I am required to comply with the Texas Open Meetings Act training.
☒ I understand I must bring my own device to meetings to view packet information.
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☐ Additional materials attached.

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

I currently serve on the Colleyville Economic Development Corporation (CEDC) Board and would like to continue.

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

I see my role as oversight of the CEDC and its financial reporting process for the city with other assigned members.

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

One that is working very well is our Fire and Police dept. the city currently have. Our Parks are another asset with the city this size, always having a safe environment for our citizens usage away from home enjoying the outdoors.

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

At this time I can think of nothing that would require changing.

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

How can we finish the road work on Hiway 26 much sooner then scheduled. It is hurting the local businesses that align the thoroughfare.

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

Continuing to grow our small business

Signature: Mark R. Slosson

Digitally signed by Mark R. Slosson
Date: 2017.08.17 14:25:19 -05'00'

Date: 08-18-2017

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Application for Appointment

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

1. ZONING BOARD OF ADJUSTMENT ☒
2. PLANNING AND ZONING COMMISSION ☒
3. COLLEYVILLE ECONOMIC DEVELOPMENT CORPORATION ☒

Name: Ms. ☒ Mrs. ☐ Mr. Sayed Bilquees Syed

Address: 6705 Sapphire Circle North, Colleyville, T.X. 76034

Home Phone: (817) 400-5709

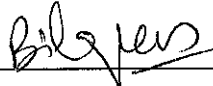
Work Phone: (817)913-0474 (Cell Number)

E-mail Address: sbilquees@gmail.com

Fax: N/A

- ☒ I understand attendance and active support is required for each appointee.
- ☒ I understand I am required to comply with the Texas Open Meetings Act training.
- ☐ I understand I must bring my own device to meetings to view packet information.
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- ☒ Additional materials attached.

1. **City service and experience, civic organizations, knowledge, experience, or education applicable to Board, Commission, or Committee function:**
M.S. in Mechanical Engineering, Member of ACC (Sapphire Enclave, colleyville), Board of Directors (Treasury Director, Sapphire Enclave colleyville). Member of SAE, ASME, PE (Pakistan)
2. **What do you perceive your role will be in serving on a board, commission, or committee?**
i would like to volunteer because i want to use my talent, education and my professional experience to contribute my community.
3. **In your opinion, what policies/programs/assets of Colleyville are working well?**
in my opinion Colleyville is working well in construction of roads although there is always room for improvements, Colleyville Library programs for kids.
4. **What are some issues in Colleyville that may require change?**
There are some issues like lack of diversity, lack of representation of all communities resides in colleyville. lack of businesses to generate more revenue. No aquatic center (Indoor/ outdoor) in colleyville.
5. **If you could influence the City in just one way, what would that be?**
I would like to be active on social media and the other resources that are available nowadays to connect with our community and rest of the world.
6. **Please share with us your vision for the City of Colleyville.**
To make Colleyville a family-oriented and business-minded city. One that has the old-world charm of Main Street USA while looking forwards and beyond the 21st century.

Signature: 

Date: 08-25-2017

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Office: 817.503.1130 Fax: 817.503.1139; cloven@colleyville.com or ashelley@colleyville.com

SAYEDA BILQEES SYED

1

SAYEDA BILQEES SYED

6705 Sapphire Circle North, Colleyville TX 76034

USA: (817)913-0474 (H)

E-mail: sbilqeess@gmail.com

SUMMARY

- Hands on experience in product development, production and project engineering, with masters in manufacturing engineering.
- Hands on experience in chassis engineering that include; planning, production, quality, reliability, cost reduction and continues improvement of the product
- Supported and lead projects globally & a good team player, proven ability to operate across organizational boundaries to drive product reliability and process quality improvements.
- Hands-on experience in all phases of product development, product specifications, launch/on-going product and manufacturing process improvement.
- Well experienced in CAE and CAD tools.
- Strong background in Process planning, Manufacturing, Quality and Reliability , Cost Control/Reduction
- Proven ability to lead, manage and train multi-disciplinary and culturally diverse workforce.
- Excellent interpersonal and team-building skills. Strong oral and written communication skills and ability to deliver presentations to all levels of management.
- Skilled in all common Microsoft application tools, such MS-Word, Excel, Access and PowerPoint.
- Assisted in launch, supported multiple projects in Pakistan, Afghanistan (United Nation) & Japan.
- Have a working experience of Hino Motors Pakistan (with technical collaboration of Hino Motors Japan).

SKILLS MATRIX

Hands on working experience in the following discipline:

- | | |
|----------------------------------|---|
| • Manufacturing engineering | • Product Development |
| • Process planning & development | • Product Launch & readiness |
| • Project engineering management | • Productivity improvement |
| • Quality control/ assurance | • Inspection techniques |
| • Product pricing/ estimation | • Cost Reduction by process improvement |

Good Engineering & management skills in :

- | | | |
|-----------------------|--|----------------------|
| • Kaizen | • Control Plans | • Six Sigma |
| • Vendor's management | • 5"S" | • Quality road map |
| • Chassis assembly | • Cost management | • Warranty issues |
| • Weight reduction | • Time management | • Specialize vehicle |
| • Management | • Problem solving & continuous improvement | • Production |

Computer Skills: Language

- Basic & Visual Basic
- C++

Systems & Packages:

- | | |
|----------------------------------|--------------|
| • Window | • MS office, |
| • Pro E & Solid works (Familiar) | • Auto CAD |
| • MS Project | |

ACHIEVEMENTS & AWARDS

- **2005 "Certificate of Excellence "** from **Hino Motors Co.** for successful launching of **GT1J** (4x4) truck model for **Pakistan Army** and for **United Nation (Afghanistan)**.
- Quality Engineers' Competency Improvement Program for Hino Motors Pakistan
- **2002 "Certificate of Excellence"** from **Hino Motors Co.** for implementation of **Kaizen** in Assembly operation plant.
- **2002 "Certificate of Excellence "** from **Hino Motors Co.** for implementation of **5'S'** in Assembly operation plant.

PROFESSIONAL EXPERIENCE

Hino Motors Limited Pakistan:

April 2002 – August 2007

Progressive Manufacturing Department (Assembly operation Plant)

Executive Engineer

Worked as Automotive engineer , the job has provided an opportunity to develop understanding of vehicle chassis system design, component manufacturing, quality planning and vehicle assembly operations.

- Supported development and production of vehicle components like **Casting, Sheet metal, FRP and Wire Harness.**
- Worked with vendors to address all system ,subsystem and component parts and their integration into the vehicle architecture to meet targets.
- Ensure timely completion of tooling development of parts at vendors end for production.
- Review process plans and process flow charts for each component.
- Costing of Project, Selection of Appropriate vendors, necessary negotiations and final acceptance for development activities.
- Technical information / assistance to vendor in liaison with Japanese advisors to solve manufacturing/ quality/ productivity problems.
- Time scale graphs for parts development program and monitor to ensure on time completion of projects.
- Performed problem solving process by using team approach and appropriate methods.
- Delivered significant measurable improvements to design (local design modification), process, productivity, and defect prevention on under development components.
- Identified quality issues, assembly concerns to improve quality, productivity & reduce cost.
- Predict component and overall Chassis reliability as part of the Financial Accrual process.
- Promote and drive Six Sigma methodology by collaborating with plant leadership.

Army Project for United Nation

Program Engineer

- Worked on a government project for army vehicles called **GT3H & GT1J** for Army and United Nation Special project for Afghanistan.
- Managed the manufacturing team and configuration team to launch the program.
- Promote and drive Six Sigma methodology by collaborating with plant leadership.
- Led major design(local modification) and process improvement efforts within the product development and manufacturing departments to improve processes that touch internal and external customers.
- Met with the vendors to support the program and maintain the quality and reliability of the product
- Checked supplier process to follow the quality engineering philosophy.
- Provided the weekly updates to the top management regarding project.
- Forecasted the work load and manage the resources accordingly.

**N.E.D University of Engineering & Technology:
Visiting Faculty Member
Mechanical Engg. and Manufacturing Engg. Department**

Dec 2005 – July 2007

Worked as external examiner (part time) for under graduate program.

Hino Motors Karachi

June 2000 – Sep 2000

- Worked as Intern in Progressive manufacturing department (Assembly Operation Plant).

EDUCATION

MS, Mechanical Engineering (Specialization in Manufacturing Engineering) ; (2005)

N.E.D. University of Engineering & Technology, Karachi

BS, Mechanical Engineering. (2002)

N.E.D. University of Engineering & Technology, Karachi

PROFESSIONAL ASSOCIATION

- Member of **SAE, ASME, PE Pakistan**



Application for Appointment

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

1. COLLEYVILLE ECONOMIC DEVELOPMENT CORPORATION
2. CLICK TO VIEW AND CHOOSE
3. CLICK TO VIEW AND CHOOSE

Name: Ms. Mrs. ☒ Mr. John Terhoeve

Address: 1204 Opal Court, Colleyville, TX 76034

Home Phone: 817-999-5629 Work Phone: _____

E-mail Address: jinterhoeve@gmail.com Fax: _____

- ☒ I understand attendance and active support is required for each appointee.
☒ I understand I am required to comply with the Texas Open Meetings Act training.
☒ I understand I must bring my own device to meetings to view packet information.
☒ By checking this line, I consent to the City's use and release of all information provided in this application, to include the address, telephone, and email address provided.
____ Additional materials attached.

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

Served on the Colleyville CEDC 2003-2007, guiding the funding of the library and refinancing of its debt at historically low interest rates, and in 2017, filling an interim position.

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

Improve Colleyville through effective spending of its 1/2-cent sales tax on its chartered options. I excel at strategic planning and operational budgets, which can contribute to the CEDC planning.

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

The transparency of government, its strategic planning, and its parks and library are all working well.

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

Bringing high-end restaurants and retail than boutiques to increase the tax review.

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

Finding ways to keep sales tax dollars in our city as opposed to being shopped out to neighboring Southlake and Grapevine. Cleaning up the north end of Colleyville Boulevard with newer buildings.

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

I envision Colleyville maintaining its rural feel although in the middle of the metroplex.

Signature: John M. Terhoeve

Digitally signed by John M. Terhoeve
DN: ou=John M. Terhoeve, o=City of Colleyville, email=jinterhoeve@hotmail.com, c=US
Date: 2017.08.25 13:18:43 -0500

Date: 8/25/2017

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RESOLUTION R-17-4184

**A RESOLUTION APPOINTING MEMBERS TO THE
COLLEYVILLE ECONOMIC DEVELOPMENT CORPORATION
BOARD OF DIRECTORS**

WHEREAS, three (3) positions on the Colleyville Economic Development Corporation Board of Directors have a term which expired September 2017.

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

Sec. 1. THAT the City Council hereby appoints the following persons to the Colleyville Economic Development Corporation with a term expiring September 2019:

-
-
-

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF ____ AYES, ____ NAYS, AND ____ ABSTENTIONS ON THIS THE 10TH DAY OF OCTOBER 2017.

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

ATTEST:

CITY OF COLLEYVILLE

Christine Loven, TRMC
Assistant 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 7c

Agenda Date 10/10/2017

Number Resolution R-17-4185

Type Resolution

Department City Secretary

Title

Consideration of appointments to the Historical Preservation Committee

Strategic Plan

B4- Cultivate a culture of transparency and consistent communication

Explanation

Reading and Public Hearing

The terms of five (5) members of the Historical Preservation Committee expired September 2017. The positions were advertised and applications accepted July 3 through September 29, 2017. The incumbents were notified their term was expiring and asked to submit an application, if they wished to be considered for reappointment.

The following Committee member's term expired September 2017:

- Joe Deupree
- Ryan Moore
- Jeffrey Moschel
- Gigi Walker
- Gerald Ward

The applicants are listed below, and their applications are attached:

- Zach Atkinson
- Jeff Gilstrap
- Gary McPherson
- Jeffrey Moschel
- Sayeda Syed
- Gigi Walker

This resolution provides for City Council to consider the appointments to the Historical Preservation Committee.

Financial Impact

There is no financial impact to the City.

Recommendation

Approve

Attachments

1. Historical Preservation Committee roster
2. Historical Preservation Committee Applications for Appointment
3. Resolution R-17-4185

HISTORICAL PRESERVATION COMMITTEE

George Bond

3104 St. Albans Circle
Colleyville, TX 76034
W: (817) 313-2222
H: (817) 313-2222
bondgeorge81@yahoo.com
TERM: Sep 2016 – Sep 2018

Joe Deupree

5101 Montclair Drive
Colleyville, TX 76034
H: (817) 283-7002
j.deupree@tx.rr.com
TERM: Sep 2015 – Sep 2017

Marilyn Keith

1112 Riverwalk Court
Colleyville, TX 76034
H: (817) 605-9515
mnkeith@outlook.com
TERM: Sep 2016 – Sep 2018

Walt Mills

404 Vintage Court
Colleyville, TX 76034
W: (817) 271-0353
H: (817) 271-0353
walt@PhotosByWalt.com
TERM: Sep 2016 – Sep 2018

Ryan Moore

5705 Bent Tree
Colleyville, TX 76034
W: (214) 507-4896
H: (214) 507-4896
moore.ryan@ymail.com
TERM: Sep 2016 – Sep 2017

Jeffrey Moschel

6209 Westcoat Drive
Colleyville, TX 76034
W: (972) 717-2426
H: (817) 577-0220
jeffemoschel@aol.com
TERM: Sep 2015 – Sep 2017

Cynthia Phillips

4204 York Drive
Colleyville, TX 76034
W: (817) 571-5622
H: (817) 571-5622
Cynthia.p.phillips@gmail.com
TERM: Sep 2016 – Sep 2018

Nelson Thibodeaux

5612 Coventry Court
Colleyville, TX 76034
W: (817) 416-6934 x 103
H: (817) 657-3207
TERM: Sep 2016 – Sep 2018

Gigi Walker

2620 Meandering Court
Colleyville, TX 76034
W: (214) 761-2449
H: (903) 821-3418
gigi_gerig@neimanmarcus.com
TERM: Sep 2015 – Sept 2017

Gerald Ward

4301 Briar Ridge Drive
Colleyville, TX 76034
W: (817) 281-5600
H: (817) 522-8725
gerald@wardarchitecture.com
TERM: Dec 2015 – Sep 2017



Application for Appointment

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

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

1. HISTORICAL PRESERVATION COMMITTEE
2. CLICK TO VIEW AND CHOOSE
3. CLICK TO VIEW AND CHOOSE

Name: Ms. Mrs. ☒ Mr. ZACH ATKINSON

Address: 405 LIVE OAK DRIVE

Home Phone: 469-628-3732

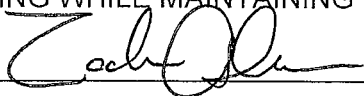
Work Phone: 214-824-6369

E-mail Address: ZATKINSON@ANGIELECC.COM

Fax: 214-821-9185

- ☒ I understand attendance and active support is required for each appointee.
☒ I understand I am required to comply with the Texas Open Meetings Act training.
☒ I understand I must bring my own device to meetings to view packet information.
☒ By checking this line, I consent to the City's use and release of all information provided in this application, to include the address, telephone, and email address provided.
☒ Additional materials attached.

1. **City service and experience, civic organizations, knowledge, experience, or education applicable to Board, Commission, or Committee function:**
COLLEYVILLE BASEBALL ASSOCIATION COACH - ELECTRICAL CONSTRUCTION & FINANCE BACKGROUND. MBA FROM DALLAS BAPTIST UNIVERSITY.
2. **What do you perceive your role will be in serving on a board, commission, or committee?**
PROVIDE INSIGHT AND IDEAS TO IMPROVE THE PRESERVATION OF COLLEYVILLE'S HISTORICAL PAST.
3. **In your opinion, what policies/programs/assets of Colleyville are working well?**
PARKS AND REC - PUBLIC SAFETY - PUBLIC WORKS - CHILDREN'S PROGRAMS/LIBRARY
4. **What are some issues in Colleyville that may require change?**
PROMOTING A MORE "BIKE FRIENDLY", "WALKING FRIENDLY" CITY. BETTER ACCESS TO THE MAIN TRAIL. I THINK COLLEYVILLE WOULD BENEFIT FROM A RECREATIONAL FACILITY.
5. **If you could influence the City in just one way, what would that be?**
TURN COLLEYVILLE TOWN SQUARE INTO MORE OF A MULTI-USE ATTRACTION
6. **Please share with us your vision for the City of Colleyville.**
I WANT TO SEE COLLEYVILLE BECOME AN ATTRACTION FOR BUSINESSES AND CONSUMER SPENDING WHILE MAINTAINING THE SMALL TOWN, RURAL FEEL THAT RESIDENTS LOVE.

Signature: 

Date: 7-21-17

All information provided is public pursuant to the Texas Public Information Act.
Please return completed application to: City Secretary, 100 Main Street, Colleyville, TX 76034
Office: 817.503.1130 Fax: 817.503.1139; cloven@colleyville.com or ashelley@colleyville.com



Application for Appointment

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

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

1. CLICK TO VIEW AND CHOOSE HISTORICAL PRESERVATION
2. CLICK TO VIEW AND CHOOSE SIDEWALK COMMITTEE
3. CLICK TO VIEW AND CHOOSE ECONOMIC DEVELOPMENT

Name: Ms. Mrs. Mr. JEFF HILSTRAP

Address: 1708 AVALON DR.

Home Phone: (214) 870-2691 Work Phone: (817) 429-6262

E-mail Address: jeffg@harrispackaging.com Fax: _____

36 I understand attendance and active support is required for each appointee.

36 I understand I am required to comply with the Texas Open Meetings Act training.

36 I understand I must bring my own device to meetings to view packet information.

36 By checking this line, I consent to the City's use and release of all information provided in this application, to include the address, telephone, and email address provided.

____ Additional materials attached.

1. City service and experience, civic organizations, knowledge, experience, or education applicable to Board, Commission, or Committee function: TEXAS ADM - Engineering
TEXAS Christian University - MBA, WATER ADVISORY BOARD member, All
Around critical thinker and Greater Good Colleyville Guy.
2. What do you perceive your role will be in serving on a board, commission, or committee? TO BE
An open minded and non-biased contributor that listens to all the data
Available AND contributes to the overall good.
3. In your opinion, what policies/programs/assets of Colleyville are working well? MOST ARE,
However this is a time of significant retail, political, AND infrastructure
change in Colleyville that we want to make sure doesn't change our culture.
4. What are some issues in Colleyville that may require change? I believe PARKS AND REC
is an opportunity overall which includes more walkable PARKS AND
connectivity. I also feel we need a retail identity.
5. If you could influence the City in just one way, what would that be?
Be A voice of the smaller 30-40 YEAR old demographic AND push to
look at the 50-year impacts of today's decisions.
6. Please share with us your vision for the City of Colleyville.
Colleyville - The safest little prosperous city in the Big Metroplex.

Signature: _____

Date: 07/07/17

All information provided is public pursuant to the Texas Public Information Act.
Please return completed application to: City Secretary, 100 Main Street, Colleyville, TX 76034
Office: 817.503.1130 Fax: 817.503.1139; cloven@colleyville.com or ashelley@colleyville.com



Application for Appointment

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

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

1. CLICK TO VIEW AND CHOOSE Colleyville Library Board
2. CLICK TO VIEW AND CHOOSE Planning + Zoning Commission
3. CLICK TO VIEW AND CHOOSE Colleyville Historical Preservation Committee

Name: Ms. Mrs. Mr. GARY McPHERSON

Address: 316 POLO TRL. COLLEYVILLE 76034

Home Phone: 972-742-5778 Work Phone: 972-742-5778

E-mail Address: MOPHERSON7@VERIZON.NET Fax: 817-281-9653

- ☒ I understand attendance and active support is required for each appointee.
☒ I understand I am required to comply with the Texas Open Meetings Act training.
☒ I understand I must bring my own device to meetings to view packet information.
☒ By checking this line, I consent to the City's use and release of all information provided in this application, to include the address, telephone, and email address provided.
☐ Additional materials attached.

1. City service and experience, civic organizations, knowledge, experience, or education applicable to Board, Commission, or Committee function: (see attached bio)
CURRENTLY SERVE ON THE BOARD OF DIRECTORS FOR THE 6 STONES MISSION NETWORK (EURESS). HAVE SERVED ON COMMITTEES FOR PUBLIC SCHOOLS IN MICHIGAN, TEXAS; SERVED AS A LIBRARY MEDIA SPECIALIST; HREKED LOCKHEED MARTIN; VARIOUS
2. What do you perceive your role will be in serving on a board, commission, or committee? COMMUNITY
Provide feedback to city officials on proposed plans, policy, charity improvements, etc. Represent citizen views; if constructive, organize
Engage in supporting the city in improving the quality of the community
3. In your opinion, what policies/programs/assets of Colleyville are working well?
PARK + Recreation; Public Safety; planning + zoning is already outstanding; Library services are good given their resources;
4. What are some issues in Colleyville that may require change?
Better CODE ENFORCEMENT; solve traffic flow issues; maintain infrastructure, beautify visible areas, increase citizen participation in city programs
5. If you could influence the City in just one way, what would that be?
Help develop + support initiatives that preserve the city's heritage + brand while adapting to needs and challenges of the future.
6. Please share with us your vision for the City of Colleyville. Profile Attached
Leverage the unique blend of location, urban/rural mix, and citizen demographics to make Colleyville the DFW AREAS premier community to live, work, or play.

Signature Jay L McPherson

Date: 8-14-2017

Executive Profile
Gary L. McPherson

Gary McPherson serves as an **Executive Professor and Consultant**. His previous position was **vice president, Human Resources for Lockheed Martin Missiles and Fire Control**. Gary joined Lockheed Martin in 1980 and has held a number of positions in a variety of human resources disciplines including management roles for Labor Relations and Conflict Resolution, Greenfield HR site lead, Training and Organization Development, Change Management, Business Partner, and Program Management.



While Gary is based the Dallas/Fort Worth mid-cities, he has previously worked in MFC's Orlando, Camden, AR and El Paso, TX operations. Prior to his current role, he was MFC's director and deputy of Human Resources. In that capacity, he had executive responsibility for the Dallas site, as well as enterprise-wide responsibility for talent acquisition initiatives and oversight of the daily rhythm of Human Resources processes and practices for over 16,500 employees across MFC's locations in the U.S. and United Kingdom.

In addition to being a **Lockheed Martin certified executive coach he has served on talent management councils at both the Corporate and Electronic Systems business area level**. Gary has also led or contributed to a wide range of Electronic Systems and Corporate HR teams including the creation of the Talent Acquisition Centers in the US as well as the **United Kingdom, HR entry level development program Steering Committee, Labor Relations, and the Training, Workforce Strategy and OD teams**.

He has been actively involved with the Dallas and Central Florida **INROADS** programs since 1980. Under his leadership, MFC has received numerous awards from INROADS for support and placement of its graduates.

Gary is a **Texas and Florida certified mediator through post graduate work in mediation/conflict resolution at Southern Methodist University**. He holds a master's degree in instructional technology from Southern Illinois University and a bachelor's degree in education/psychology from Taylor University (Indiana).

He is currently an **Executive Professor in the MSHRM program at Texas A&M University and the University of Texas - Arlington**. He is also board member for the Texas A&M University Center for Human Resource Management, Mays College of Business, and the University of Texas-Arlington Human Resources Industry Advisory Council as well as a Board Advisor to the Euless Texas based **6 Stones Mission Network**. Gary and his wife of 44 years Heather, have two sons, a daughter-in-law, and two grandsons. Interests include; travel, culture and history, reading, volunteerism, and sports (A loyal University of Michigan Wolverine, Texas Rangers, and Detroit Red Wing fan)



Application for Appointment

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

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

1. CLICK TO VIEW AND CHOOSE HISTORICAL PRESERVATION COMMITTEE
2. CLICK TO VIEW AND CHOOSE COLLEYVILLE LIBRARY BOARD
3. CLICK TO VIEW AND CHOOSE _____

Name: Ms. Mrs. MR. JEFFREY S. MOSCHEL

Address: 6209 WESTCOAST DRIVE

Home Phone: 972-814-5859 Work Phone: _____

E-mail Address: jeffmoschel@aol.com Fax: _____

- ☒ I understand attendance and active support is required for each appointee.
☒ I understand I am required to comply with the Texas Open Meetings Act training.
☒ I understand I must bring my own device to meetings to view packet information.
By checking this line, I consent to the City's use and release of all information provided in this application, to include the address, telephone, and email address provided.
____ Additional materials attached.

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

2 TERMS ON COLLEYVILLE HISTORICAL PRESERVATION COMMITTEE
BOY SCOUTS OF AMERICA LAKEVIEW, LONGHORN COUNCIL, TROOP 905
COMMITTEE MEMBER

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

TO LISTEN AND EVALUATE INFORMATION PRESENTED TO ME AND
MAKING CHOICES TO BEST SERVE THE CITY OF COLLEYVILLE AND
IT'S CITIZENS.

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

I BELIEVE THAT PUBLIC SAFETY IS AN ASSET TO THE
CITIZENS OF COLLEYVILLE. I ALSO BELIEVE LOCAL GOVERNMENT IS
MOVING IN THE RIGHT DIRECTION. ECONOMIC DEVELOPMENT IS IMPROVING
AS WELL.

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

I BELIEVE THAT THE ROADS NEED IMPROVEMENT AND THE
"GREATNESS" OF COLLEYVILLE SHOULD BE MORE IN THE FOREFRONT
IN DFW AREA PEOPLE'S MINDS.

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

BE POSITIVE AND HELP TO THE BEST OF MY ABILITY TO
IMPROVE COLLEYVILLE FOR MYSELF AND MY NEIGHBORS

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

TO IMPROVE THE GREATNESS OF COLLEYVILLE THRU INVOLVEMENT
A MAKE MORE PEOPLE AWARE OF WHAT ALL THE GREAT THINGS COLLEYVILLE
HAS TO OFFER.

Signature: _____ Date: AUGUST 24, 2017



Application for Appointment

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

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

1. COLLEYVILLE LIBRARY BOARD ☐
2. HISTORICAL PRESERVATION COMMITTEE ☐
3. METROPORT TEEN COURT ADVISORY BOARD ☐

Name: Ms. ☒ Mrs. ☐ Mr. Sayed Bilqees Syed

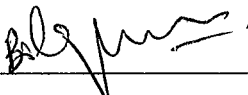
Address: 6705 Sapphire Circle North, Colleyville, T.X. 76034

Home Phone: (817) 400-5709 Work Phone: (817)913-0474 (Cell Number)

E-mail Address: sbilqees@gmail.com Fax: N/A

- ☒ I understand attendance and active support is required for each appointee.
- ☒ I understand I am required to comply with the Texas Open Meetings Act training.
- ☐ I understand I must bring my own device to meetings to view packet information.
- ☒ By checking this line, I consent to the City's use and release of all information provided in this application, to include the address, telephone, and email address provided.
- ☒ Additional materials attached.

1. **City service and experience, civic organizations, knowledge, experience, or education applicable to Board, Commission, or Committee function:**
M.S. in Mechanical Engineering, Member of ACC (Sapphire Enclave, colleyville), Board of Directors (Treasury Director, Sapphire Enclave colleyville). Member of SAE, ASME, PE (Pakistan)
2. **What do you perceive your role will be in serving on a board, commission, or committee?**
i would like to volunteer because i want to use my talent, education and my professional experience to contribute my community.
3. **In your opinion, what policies/programs/assets of Colleyville are working well?**
in my opinion Colleyville is working well in construction of roads although there is always room for improvements, Colleyville Library programs for kids.
4. **What are some issues in Colleyville that may require change?**
There are some issues like lack of diversity, lack of representation of all communities resides in colleyville. lack of businesses to generate more revenue. No aquatic center (Indoor/ outdoor) in colleyville.
5. **If you could influence the City in just one way, what would that be?**
I would like to be active on social media and the other resources that are available nowadays to connect with our community and rest of the world.
6. **Please share with us your vision for the City of Colleyville.**
To make Colleyville a family-oriented and business-minded city. One that has the old-world charm of Main Street USA while looking forwards and beyond the 21st century.

Signature:  Date: 08-25-2017



Application for Appointment

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

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

1. HISTORICAL PRESERVATION COMMITTEE
2. CLICK TO VIEW AND CHOOSE
3. CLICK TO VIEW AND CHOOSE

Name: Ms. ☒ Mrs. ☐ Mr. Gisela G. Walker

Address: 2620 Meandering Ct., Colleyville, Texas, 76034

Home Phone: 903-821-3418 Work Phone: 214-761-2449

E-mail Address: gigi_gerig@neimanmarcus.com Fax: n/a

- ☒ I understand attendance and active support is required for each appointee.
☒ I understand I am required to comply with the Texas Open Meetings Act training.
☒ I understand I must bring my own device to meetings to view packet information.
☒ By checking this line, I consent to the City's use and release of all information provided in this application, to include the address, telephone, and email address provided.
☐ Additional materials attached.

1. **City service and experience, civic organizations, knowledge, experience, or education applicable to Board, Commission, or Committee function:**
Currently serving on the committee and have for 8+ years.
2. **What do you perceive your role will be in serving on a board, commission, or committee?**
Contributing member.
3. **In your opinion, what policies/programs/assets of Colleyville are working well?**
Parks and recreation, Library (the summer reading program is phenomenal!), school system.
4. **What are some issues in Colleyville that may require change?**
Constant road construction! I would love to see more business development - restaurants, retail, etc.
5. **If you could influence the City in just one way, what would that be?**
I would love to see more programs/festivals/activities geared towards children and families.
6. **Please share with us your vision for the City of Colleyville.**
To continue to be a "destination" city in which families chose to move to and live in! We have great schools, wonderful neighborhoods and involved residents.

Signature: Gisela Walker

Digitally signed by Gisela Walker
DN: cn=Gisela Walker, o=City of Colleyville, email=gigi_gerig@neimanmarcus.com, c=US
Date: 2017.08.24 13:25:01 -05'00'

Date: 8/24/2017

All information provided is public pursuant to the Texas Public Information Act.
Please return completed application to: City Secretary, 100 Main Street, Colleyville, TX 76034
Office: 817.503.1130 Fax: 817.503.1139; cloven@colleyville.com or ashelley@colleyville.com

RESOLUTION R-17-4185

**A RESOLUTION APPOINTING MEMBERS TO
THE HISTORICAL PRESERVATION COMMITTEE**

WHEREAS, the Historical Preservation Committee has five (5) positions whose terms expired September 2017.

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

Sec. 1. THAT the City Council hereby appoints the following persons to the Historical Preservation Committee with a term expiring September 2019:

-
-
-
-
-

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF ____ AYES, ____ NAYS, AND ____ ABSTENTIONS ON THIS THE 10TH DAY OF OCTOBER 2017.

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

ATTEST:

CITY OF COLLEYVILLE

Christine Loven, TRMC
Assistant 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 7d

Agenda Date 10/10/2017

Number Resolution R-17-4186

Type Resolution

Department City Secretary

Title

Consideration of appointments to the Library Board

Strategic Plan

B4- Cultivate a culture of transparency and consistent communication

Explanation

Reading and Public Hearing

There are five (5) positions on the Library Board, whose terms expired September 2017. Additionally, Place 2 Linda Barton, whose term expires September 2018, has resigned. The positions were advertised and applications accepted July 3 through September 29, 2017. The incumbents were notified their term was expiring and asked to submit an application, if they wished to be considered for reappointment.

The following Board member's terms expired September 2017:

- Place 1-Kay Newton
- Place 3-Nancy Andrews
- Place 5-Billie Tuttle
- Alternate 1-Joan Roberts
- Alternate 2-Shanthi Kannan

The following Board member term expires September 2018:

- Place 2-Linda Barton

The applicants are listed below, and their applications are attached.

- Pat Jones
- Gary McPherson
- Jeffrey Moschel
- Kay Newton
- Mike Sexton
- Cecilia Sublette
- Sayeda Syed
- Billie Tuttle

The Library Board bylaws state the following: *"The Colleyville Library Board shall consist of seven (7) members, who shall be appointed by the City Council for a two (2) year term; provided three (3) members shall be appointed each odd-numbered year and four (4) members must be appointed each even-numbered year. Places on the Board shall be numbered one (1) through seven (7). The Board shall also consist of two (2) alternates serving two-year terms. Alternates shall be numbered Alternate 1 and Alternate 2."*

This resolution provides for City Council to consider appointments to the Library Board.

Financial Impact

There is no financial impact to the City.

Recommendation

Approve

Attachments

1. Library Board roster
2. Library Board Applications for Appointment
3. Excerpt of Library Board bylaws
4. Resolution R-17-4186

LIBRARY BOARD

PLACE 1

Kay Newton

6002 Meadowhill Drive

Colleyville, TX 76034

H: (817) 421-0139

gksafig@aol.com

TERM: Sep 2015 - Sep 2017

PLACE 2

Linda Barton

6500 Talbot Trail

Colleyville, TX 76034

H: (925) 548-1435

linda.barton@me.com

TERM: Sep 2016 - Sep 2018

PLACE 3

Nancy Andrews

508 Colleyville Terrace

Colleyville, TX 76034

W: (817) 917-1940

H: (817) 281-5559

nancya@sbcglobal.net

TERM: Sep 2015 - Sep 2017

PLACE 4

Molly Skinner

309 Chestnut Bend

Colleyville, TX 76034

W: (214) 536-7219

H: (817) 485-7354

mollyskinn@aol.com

TERM: Sep 2016 - Sep 2018

PLACE 5

Billie Tuttle

202 Madison Square

Colleyville, TX 76034

W: (817) 991-1170

H: (817) 581-4188

tuttlebob@sbcglobal.net

TERM: Sep 2015 - Sep 2017

PLACE 6

Merry Graves

6007 Montford Drive

Colleyville, TX 76034

H: (817) 637-3077

jmgravess3@verizon.net

TERM: Sep 2016 - Sep 2018

PLACE 7

Seanna Billinger

1616 Devon Drive

Colleyville, TX 76034

H: (361) 728-6309

seannabillinger@yahoo.com

TERM: Sep 2016 - Sep 2018

ALTERNATE 1

Joan Roberts

5105 Overhill Drive

Colleyville, TX 76034

H: (817) 571-5721

Joan-r@att.net

TERM: Sep 2015 - Sep 2017

ALTERNATE 2

Shanthi Kannan

4401 Eaton Circle

Colleyville, TX 76034

W: (817) 919-8167

H: (817) 868-6810

Shanthi4401@gmail.com

TERM: Sep 2015 - Sep 2017

EX-OFFICIO

Pat Jones

102 Van Buren Court

Colleyville, TX 76034

H: (817) 281-6807

patjones102@gmail.com

TERM: Jan 2017 – Sep 2018

EX-OFFICIO

Joan Roberts

5105 Overhill Drive

Colleyville, TX 76034

H: (817) 571-5721

Joan-r@att.net

TERM: Sep 2017 – Sep 2018



Application for Appointment

Planning and Zoning Commission and Zoning Board of Adjustment applicants are required to file financial disclosure and business conflict of interest forms two (2) business days after the application deadline. These forms are available by contacting the City Secretary at 817.503.1130. Download the financial disclosure form [here](#).

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

1. COLLEYVILLE LIBRARY BOARD



2. CLICK TO VIEW AND CHOOSE

3. CLICK TO VIEW AND CHOOSE

Name: ☒ Ms. ☐ Mrs. ☐ Mr. Pat Jones

Address: 102 Van Buren Ct., Colleyville, TX 76034-6817

Home Phone: 817-281-6807

Work Phone: 817-994-4880 (cell)

E-mail Address: patjones102@gmail.com

Fax: _____

- ☒ I understand attendance and active support is required for each appointee.
- ☒ I understand I am required to comply with the Texas Open Meetings Act training.
- ☒ I understand I must bring my own device to meetings to view packet information.
- ☒ By checking this line, I consent to the City's use and release of all information provided in this application, to include the address, telephone, and email address provided.
- ☒ Additional materials attached.

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

See Attached.

2. What do you perceive your role will be in serving on a board, commission, or committee?
Fulfilling the attendance requirement and giving active support to matters concerning the library, its functions, and goals.

3. In your opinion, what policies/programs/assets of Colleyville are working well?
I believe that the library is the cultural, educational and community asset to the city as was our goal from the beginning. Always a treat, watching the families enjoy the parks. Wonderful!

4. What are some issues in Colleyville that may require change?
We will need to look at everchanging issues yearly. If our population continues to trend to an aging population, we will need to enhance our quality of life for this issue. Our firemen and police are doing an outstanding job but they may require additional EMT training in more areas to deal with the aging.

5. If you could influence the City in just one way, what would that be?
Colleyville is a great city with a high quality of life. In our everchanging world, we all need to SMILE more!

5. Please share with us your vision for the City of Colleyville.
To continue being a city devoted to its residents needs and keeping all safe to enjoy living.

Signature: _____

Pat Jones

Date: _____

8-25-2017

All information provided is public pursuant to the Texas Public Information Act.
Please return completed application to: City Secretary, 100 Main Street, Colleyville, TX 76034
Office: 817.503.1130 Fax: 817.503.1139; cloven@colleyville.com or ashelley@colleyville.com

Christine Loven

From: Pat Jones
Sent: Friday, August 25, 2017 3:08 PM
To: Christine Loven
Subject: 1. Service and experience, civic organizations, knowledge, experience, or education applicable to Board, Commission, or Committee function:

1998 Library Task Force
2000 Reactivated Friends of the CPL
2000-2002 President, Friends
2000-2017 Friends of the CPL
2001 Colleyville Volunteer of the Year
2001-2011 Library Board (1st Person Appointed)
2001-2003 President, Library Board
2002-2017 CPL Foundation
2017 President, CPL Foundation
2003-2008 Colleyville Center Advisory Committee
2009 Colleyville Area Chamber of Commerce Citizen of the Year
2010 Arts League Shining Star
50th Anniversary Book Committee
1990-2017 Member Collyville Woman's Club
Served on many committees including Home Tours, Fashion Shows, Youth Recognition, Allocations and Grants
1995-2017 Member Colleyville Garden Club
Served on many committees including Chair of Scholarships, Garden Tours, Arbor Day, Community Concerns
Graduate of the University of Tennessee at Knoxville, BS
Retired Teacher (HEB and Keller ISD)
Retired Real Estate Broker (Merrill Lynch Company-Wide DFW Top Lister & Seller)



Application for Appointment

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

1. CLICK TO VIEW AND CHOOSE Colleyville Library Board
2. CLICK TO VIEW AND CHOOSE Planning + Zoning Commission
3. CLICK TO VIEW AND CHOOSE Colleyville Historical Preservation Committee

Name: Ms. Mrs. Mr. GARY McPHERSON

Address: 316 Polo Trl. COLLEYVILLE 76034

Home Phone: 972-742-5778 Work Phone: 972-742-5778

E-mail Address: mcperson7@verizon.net Fax: 817-281-9653

- ☒ I understand attendance and active support is required for each appointee.
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☐ Additional materials attached.

1. City service and experience, civic organizations, knowledge, experience, or education applicable to Board, Commission, or Committee function: (see attached bio)
Currently serve on the Board of Directors for the 6 Stone's Mission Network (Eucless). have served on committees for public schools in Michigan, Texas; served as a Library Media Specialist; HREEC Lockheed Martin; Various
2. What do you perceive your role will be in serving on a board, commission, or committee? Community
Provide feedback to city officials on proposed plans, policy, improvements, etc. Represent citizen views, if constructive, Engage in supporting the city in improving the quality of the community.
3. In your opinion, what policies/programs/assets of Colleyville are working well?
Park + Recreation, Public Safety, planning + zoning is already outstanding; Library services are good given their resources;
4. What are some issues in Colleyville that may require change?
Better code enforcement, solve traffic flow issues, maintain infrastructure, beautify visible areas, increase citizen participation in city programs
5. If you could influence the City in just one way, what would that be?
Help develop + support initiatives that preserve the city's heritage + brand while adapting to needs and challenges of the future.
6. Please share with us your vision for the City of Colleyville. Profile Attached
Leverage the unique blend of location, urban/rural mix, and citizen demographics to make Colleyville the DFW area's premier community to live, work, or play.
continue

Signature Jay L McPherson

Date: 8-14-2017

Executive Profile
Gary L. McPherson

Gary McPherson serves as an **Executive Professor and Consultant**. His previous position was **vice president, Human Resources for Lockheed Martin Missiles and Fire Control**. Gary joined Lockheed Martin in 1980 and has held a number of positions in a variety of human resources disciplines including management roles for Labor Relations and Conflict Resolution, Greenfield HR site lead, Training and Organization Development, Change Management, Business Partner, and Program Management.



While Gary is based the Dallas/Fort Worth mid-cities, he has previously worked in MFC's Orlando, Camden, AR and El Paso, TX operations. Prior to his current role, he was MFC's director and deputy of Human Resources. In that capacity, he had executive responsibility for the Dallas site, as well as enterprise-wide responsibility for talent acquisition initiatives and oversight of the daily rhythm of Human Resources processes and practices for over 16,500 employees across MFC's locations in the U.S. and United Kingdom.

In addition to being a **Lockheed Martin certified executive coach he has served on talent management councils at both the Corporate and Electronic Systems business area level**. Gary has also led or contributed to a wide range of Electronic Systems and Corporate HR teams including the creation of the Talent Acquisition Centers in the US as well as the **United Kingdom, HR entry level development program Steering Committee, Labor Relations, and the Training, Workforce Strategy and OD teams**.

He has been actively involved with the Dallas and Central Florida **INROADS** programs since 1980. Under his leadership, MFC has received numerous awards from INROADS for support and placement of its graduates.

Gary is a **Texas and Florida certified mediator through post graduate work in mediation/conflict resolution at Southern Methodist University**. He holds a master's degree in instructional technology from Southern Illinois University and a bachelor's degree in education/psychology from Taylor University (Indiana).

He is currently an **Executive Professor in the MSHRM program at Texas A&M University and the University of Texas - Arlington**. He is also board member for the Texas A&M University Center for Human Resource Management, Mays College of Business, and the University of Texas-Arlington Human Resources Industry Advisory Council as well as a Board Advisor to the Euless Texas based **6 Stones Mission Network**. Gary and his wife of 44 years Heather, have two sons, a daughter-in-law, and two grandsons. Interests include; travel, culture and history, reading, volunteerism, and sports (A loyal University of Michigan Wolverine, Texas Rangers, and Detroit Red Wing fan)



Application for Appointment

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

1. CLICK TO VIEW AND CHOOSE HISTORICAL PRESERVATION COMMITTEE
2. CLICK TO VIEW AND CHOOSE COLLEYVILLE LIBRARY BOARD
3. CLICK TO VIEW AND CHOOSE _____

Name: Ms. Mrs. MR JEFFREY S. MOSCHEL

Address: 6209 WESTCOAST DRIVE

Home Phone: 972-814-5859 Work Phone: _____

E-mail Address: jeffmoschel@aol.com Fax: _____

- ☒ I understand attendance and active support is required for each appointee.
☒ I understand I am required to comply with the Texas Open Meetings Act training.
☒ I understand I must bring my own device to meetings to view packet information.
By checking this line, I consent to the City's use and release of all information provided in this application, to include the address, telephone, and email address provided.
☐ Additional materials attached.

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

2 TERMS ON COLLEYVILLE HISTORICAL PRESERVATION COMMITTEE
BOY SCOUTS OF AMERICA LAKEVIEW, LONGHORN COUNCIL, TROOP 905
COMMITTEE MEMBER

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

TO LISTEN AND EVALUATE INFORMATION PRESENTED TO ME AND
MAKING CHOICES TO BEST SERVE THE CITY OF COLLEYVILLE AND
IT'S CITIZENS.

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

I BELIEVE THAT PUBLIC SAFETY IS AN ASSET TO THE
CITIZENS OF COLLEYVILLE. I ALSO BELIEVE LOCAL GOVERNMENT IS
MOVING IN THE RIGHT DIRECTION. ECONOMIC DEVELOPMENT IS IMPROVING
AS WELL.

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

I BELIEVE THAT THE ROADS NEED IMPROVEMENT AND THE
"WEATNESS" OF COLLEYVILLE SHOULD BE MORE IN THE FOREFRONT
IN OPW AREA PEOPLE'S MINDS.

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

BE POSITIVE AND HELP TO THE BEST OF MY ABILITY TO
IMPROVE COLLEYVILLE FOR MYSELF AND MY NEIGHBORS

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

TO IMPROVE THE WEATNESS OF COLLEYVILLE THRU INVOLVEMENT
A MAKE MORE PEOPLE AWARE OF WHAT ALL THE GREAT THINGS COLLEYVILLE
HAS TO OFFER.

Signature: [Signature] Date: AUGUST 24, 2017



Application for Appointment

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

1. COLLEYVILLE LIBRARY BOARD
2. COLLEYVILLE LIBRARY BOARD
3. COLLEYVILLE LIBRARY BOARD

Name: Ms. ☒ Mrs. ☐ Mr. Lynda Kay Newton

Address: 6002 Meadowhill Dr, Colleyville, TX 76034

Home Phone: 817-421-0139

Work Phone: Cell: 817-308-6400

E-mail Address: gksafig@aol.com

Fax: _____

- ☒ I understand attendance and active support is required for each appointee.
☒ I understand I am required to comply with the Texas Open Meetings Act training.
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☒ By checking this line, I consent to the City's use and release of all information provided in this application, to include the address, telephone, and email address provided.
☐ Additional materials attached.

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

Currently Board PRES. & Past and present Library Board member, current Treasurer of Friends of the Colleyville Public Library, Past President/Secretary/Vice-President of the Friends of the Library, Z Club of Texas

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

Guide the committee to maintain the high standards of the Library while continuing to meet patrons requests and needs. Recommend to City Council measures to move the Library into the future with minimal impact on over all City budget.

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

The Voluntary Fund has been the saving grace for the Library, since the City Council has cut the budget so drastically. Right now most of the Library's expenses are coming from this fund.

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

The library has no funds to purchase additional materials for the collections. This must change! We cannot have a functioning Library with a stagnant set of books and electronic media.

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

Make our library a place our citizens want to come to for activities, programs and general knowledge.

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

Continue to attract businesses for a solid tax basis while updating declining infrastructures.

Signature: *Lynda Kay Newton* Date: 8/8/2017

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Please return completed application to: City Secretary, 100 Main Street, Colleyville, TX 76034
Office: 817.503.1130 Fax: 817.503.1139; cloven@colleyville.com or ashelley@colleyville.com



Application for Appointment

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

1. COLLEYVILLE ECONOMIC DEVELOPMENT CORPORATION
2. PLANNING AND ZONING COMMISSION
3. COLLEYVILLE LIBRARY BOARD

Name: Ms. Mrs. Mr. Mike Sexton

Address: 3612 Greenbriar Court

Home Phone: 817-721-5577

Work Phone: _____

E-mail Address: mas61475@yahoo.com

Fax: _____

- ☒ I understand attendance and active support is required for each appointee.
- ☒ I understand I am required to comply with the Texas Open Meetings Act training.
- ☒ I understand I must bring my own device to meetings to view packet information.
- ☒ By checking this line, I consent to the City's use and release of all information provided in this application, to include the address, telephone, and email address provided.
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1. **City service and experience, civic organizations, knowledge, experience, or education applicable to Board, Commission, or Committee function:**
As a member of the executive committee as well as a head of a committee within my child's school, I have a deep understanding what families and parents need and are looking for in this city.
2. **What do you perceive your role will be in serving on a board, commission, or committee?**
I will listen to ideas and suggestions as well as provide my own. I will be required to research and determine what best fits into the future plans of our city and provide a path for an even better city.
3. **In your opinion, what policies/programs/assets of Colleyville are working well?**
Currently our first responders are continuing to keep our city safe and regarded as one of the safest cities in the country. We have a fantastic parks and recreation department and our city staff/council have done a very good job of managing our finances and maintaining a low debt.
4. **What are some issues in Colleyville that may require change?**
Our city is facing budget shortfalls in the not so distant future. We need to determine new revenue streams and budget adjustments to avoid losing services that make our city the current best place to live, without raising our taxes.
5. **If you could influence the City in just one way, what would that be?**
I would like us to be more vigilant in our acquisition of professional businesses to provide sales tax revenue to our city.
6. **Please share with us your vision for the City of Colleyville.**
I see a city that will be more connected and become even more family friendly. A city that can maintain the rural "feel" but enhance strategic economic development to meet the budgetary needs that designate our wonderful municipality as the safest city in Texas.

Signature: _____

Date: 6-19-2017

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Please return completed application to: City Secretary, 100 Main Street, Colleyville, TX 76034
Office: 817.503.1130 Fax: 817.503.1139; cloven@colleyville.com or ashelley@colleyville.com

1. COLLEYVILLE LIBRARY BOARD ☐
2. CLICK TO VIEW AND CHOOSE
3. CLICK TO VIEW AND CHOOSE

Name: Ms. Mrs. Mr. Cecilia J. Solis-Sublette

Address: 5601 Ponderosa St.

Home Phone: 817.995.6582 Work Phone: 817.515.7715

E-mail Address: ceciliajs@aggienetwork.com Fax: _____

- ☒ I understand attendance and active support is required for each appointee.
- ☒ I understand I am required to comply with the Texas Open Meetings Act training.
- ☒ I understand I must bring my own device to meetings to view packet information.
- ☒ By checking this line, I consent to the City's use and release of all information provided in this application, to include the address, telephone, and email address provided.
- ____ Additional materials attached.

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

As a Professor of English at Tarrant County College and a resident of Colleyville, I am very familiar with local public and college libraries, their governance, their goals/missions, and their service to the

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

I perceive myself to be an active member of the board, working with existing members and listening to the needs of the community and to the library.

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

The city seems to be running well, from what I have seen. There is good communication to the community and a real interest in transparency, from where I sit.

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

I would like to see the encouragement of more community involvement outside of traditional circles of involvement.

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

I would like to assure citizens of Colleyville that they are valued in the community and that their desires for the community are listened to.

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

I would like to see Colleyville continue to maintain its small town charm while adjusting to the demands of an every-growing community.

Signature: Cecilia Sublette Date: 10 July 2017

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Please return completed application to: City Secretary, 100 Main Street, Colleyville, TX 76034
Office: 817.503.1130 Fax: 817.503.1139; clevon@colleyville.com or ashelley@colleyville.com



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

1. COLLEYVILLE LIBRARY BOARD ☐
2. HISTORICAL PRESERVATION COMMITTEE ☐
3. METROPORT TEEN COURT ADVISORY BOARD ☐

Name: Ms. ☒ Mrs. ☐ Mr. Sayeda Bilquees Syed

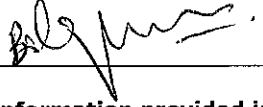
Address: 6705 Sapphire Circle North, Colleyville, T.X. 76034

Home Phone: (817) 400-5709 Work Phone: (817)913-0474 (Cell Number)

E-mail Address: sbilquees@gmail.com Fax: N/A

- ☒ I understand attendance and active support is required for each appointee.
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☒ Additional materials attached.

1. **City service and experience, civic organizations, knowledge, experience, or education applicable to Board, Commission, or Committee function:**
M.S. in Mechanical Engineering, Member of ACC (Sapphire Enclave, colleyville), Board of Directors (Treasury Director, Sapphire Enclave colleyville). Member of SAE, ASME, PE (Pakistan)
2. **What do you perceive your role will be in serving on a board, commission, or committee?**
i would like to volunteer because i want to use my talent, education and my professional experience to contribute my community.
3. **In your opinion, what policies/programs/assets of Colleyville are working well?**
in my opinion Colleyville is working well in construction of roads although there is always room for improvements, Colleyville Library programs for kids.
4. **What are some issues in Colleyville that may require change?**
There are some issues like lack of diversity, lack of representation of all communities resides in colleyville. lack of businesses to generate more revenue. No aquatic center (Indoor/ outdoor) in colleyville.
5. **If you could influence the City in just one way, what would that be?**
I would like to be active on social media and the other resources that are available nowadays to connect with our community and rest of the world.
6. **Please share with us your vision for the City of Colleyville.**
To make Colleyville a family-oriented and business-minded city. One that has the old-world charm of Main Street USA while looking forwards and beyond the 21st century.

Signature:  Date: 08-25-2017

SAYEDA BILQEES SYED

1

SAYEDA BILQEES SYED

6705 Sapphire Circle North, Colleyville TX 76034

USA: (817)913-0474 (H)

E-mail: sbilqeess@gmail.com

SUMMARY

- Hands on experience in product development, production and project engineering, with masters in manufacturing engineering.
- Hands on experience in chassis engineering that include; planning, production, quality, reliability, cost reduction and continues improvement of the product
- Supported and lead projects globally & a good team player, proven ability to operate across organizational boundaries to drive product reliability and process quality improvements.
- Hands-on experience in all phases of product development, product specifications, launch/on-going product and manufacturing process improvement.
- Well experienced in CAE and CAD tools.
- Strong background in Process planning, Manufacturing, Quality and Reliability , Cost Control/Reduction
- Proven ability to lead, manage and train multi-disciplinary and culturally diverse workforce.
- Excellent interpersonal and team-building skills. Strong oral and written communication skills and ability to deliver presentations to all levels of management.
- Skilled in all common Microsoft application tools, such MS-Word, Excel, Access and PowerPoint.
- Assisted in launch, supported multiple projects in Pakistan, Afghanistan (United Nation) & Japan.
- Have a working experience of Hino Motors Pakistan (with technical collaboration of Hino Motors Japan).

SKILLS MATRIX

Hands on working experience in the following discipline:

- | | |
|----------------------------------|---|
| • Manufacturing engineering | • Product Development |
| • Process planning & development | • Product Launch & readiness |
| • Project engineering management | • Productivity improvement |
| • Quality control/ assurance | • Inspection techniques |
| • Product pricing/ estimation | • Cost Reduction by process improvement |

Good Engineering & management skills in :

- | | | |
|-----------------------|--|----------------------|
| • Kaizen | • Control Plans | • Six Sigma |
| • Vendor's management | • 5"S" | • Quality road map |
| • Chassis assembly | • Cost management | • Warranty issues |
| • Weight reduction | • Time management | • Specialize vehicle |
| • Management | • Problem solving & continuous improvement | • Production |

Computer Skills: Language

- Basic & Visual Basic
- C++

Systems & Packages:

- | | |
|----------------------------------|--------------|
| • Window | • MS office, |
| • Pro E & Solid works (Familiar) | • Auto CAD |
| • MS Project | |

ACHIEVEMENTS & AWARDS

- **2005 "Certificate of Excellence "** from **Hino Motors Co.** for successful launching of **GT1J** (4x4) truck model for **Pakistan Army** and for **United Nation (Afghanistan)**.
- Quality Engineers' Competency Improvement Program for Hino Motors Pakistan
- **2002 "Certificate of Excellence"** from **Hino Motors Co.** for implementation of **Kaizen** in Assembly operation plant.
- **2002 "Certificate of Excellence "** from **Hino Motors Co.** for implementation of **5'S'** in Assembly operation plant.

PROFESSIONAL EXPERIENCE

Hino Motors Limited Pakistan:

April 2002 – August 2007

Progressive Manufacturing Department (Assembly operation Plant)

Executive Engineer

Worked as Automotive engineer , the job has provided an opportunity to develop understanding of vehicle chassis system design, component manufacturing, quality planning and vehicle assembly operations.

- Supported development and production of vehicle components like **Casting, Sheet metal, FRP and Wire Harness.**
- Worked with vendors to address all system ,subsystem and component parts and their integration into the vehicle architecture to meet targets.
- Ensure timely completion of tooling development of parts at vendors end for production.
- Review process plans and process flow charts for each component.
- Costing of Project, Selection of Appropriate vendors, necessary negotiations and final acceptance for development activities.
- Technical information / assistance to vendor in liaison with Japanese advisors to solve manufacturing/ quality/ productivity problems.
- Time scale graphs for parts development program and monitor to ensure on time completion of projects.
- Performed problem solving process by using team approach and appropriate methods.
- Delivered significant measurable improvements to design (local design modification), process, productivity, and defect prevention on under development components.
- Identified quality issues, assembly concerns to improve quality, productivity & reduce cost.
- Predict component and overall Chassis reliability as part of the Financial Accrual process.
- Promote and drive Six Sigma methodology by collaborating with plant leadership.

Army Project for United Nation

Program Engineer

- Worked on a government project for army vehicles called **GT3H & GT1J** for Army and United Nation Special project for Afghanistan.
- Managed the manufacturing team and configuration team to launch the program.
- Promote and drive Six Sigma methodology by collaborating with plant leadership.
- Led major design(local modification) and process improvement efforts within the product development and manufacturing departments to improve processes that touch internal and external customers.
- Met with the vendors to support the program and maintain the quality and reliability of the product
- Checked supplier process to follow the quality engineering philosophy.
- Provided the weekly updates to the top management regarding project.
- Forecasted the work load and manage the resources accordingly.

**N.E.D University of Engineering & Technology:
Visiting Faculty Member
Mechanical Engg. and Manufacturing Engg. Department**

Dec 2005 – July 2007

Worked as external examiner (part time) for under graduate program.

Hino Motors Karachi

June 2000 – Sep 2000

- Worked as Intern in Progressive manufacturing department (Assembly Operation Plant).

EDUCATION

MS, Mechanical Engineering (Specialization in Manufacturing Engineering) ; (2005)

N.E.D. University of Engineering & Technology, Karachi

BS, Mechanical Engineering. (2002)

N.E.D. University of Engineering & Technology, Karachi

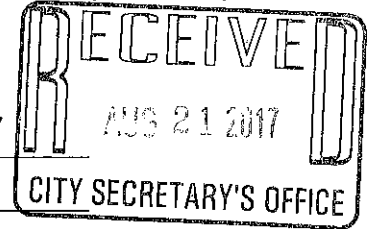
PROFESSIONAL ASSOCIATION

- Member of **SAE, ASME, PE Pakistan**



Application for Appointment Boards, Commissions, and Committees

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

1. Library Board MLIS from OU
2. _____
3. _____

Name: Ms. ☒ Mrs. ☐ Mr. Billie Tuttle

Address: 202 Madison Square

Home Phone: 817-581-4188 Work Phone: 817-991-1170

E-mail Address: tuttlebob@sbcglobal.net Fax: _____

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

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

50 yrs as a librarian a friend of Colleyville Library

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

attendance, working for library

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

Library is Wonderful: open to change Park & Rec - Very Good

What are some issues in Colleyville that may require change?

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

Recruit More Volunteers

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

30 yrs. in Colleyville. Like Small Town

Signature: Billie J. Tuttle Date: 8/21/17

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

Please return completed application to:

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

Excerpt of Library Board Bylaws

COLLEYVILLE LIBRARY BOARD BYLAWS

ARTICLE I – Identification and Purpose

The Colleyville Library Board was established by the City Council of Colleyville, Texas, by Ordinance O-04-1466 on June 15, 2004. The purpose of the Colleyville Library Board is to act as an advisory board to the City Council relating to all nature of library facility planning and programming.

ARTICLE II – Membership

- 2.1 The Colleyville Library Board shall consist of seven (7) members, who shall be appointed by the City Council for a two (2) year term; provided three (3) members shall be appointed each odd-numbered year and four (4) members must be appointed each even-numbered year. Places on the Board shall be numbered one (1) through seven (7). The Board shall also consist of two (2) alternates serving two-year terms. Alternates shall be numbered Alternate 1 and Alternate 2.
- 2.2 Members shall serve without compensation and until their successors are appointed.
- 2.3 Members must be residents of Colleyville, Texas unless City Council waives the residency requirement.
- 2.4 In the event of a vacancy on the Colleyville Library Board, Alternate 1 shall fill the unexpired term and Alternate 2 shall be appointed to serve as Alternate 1. In the event of more than one vacancy on the Board, Alternate 1 and Alternate 2 shall fill the unexpired terms. Applications shall be accepted through the City Secretary's office for the Alternate position(s) and filled by City Council appointment for the length of the unexpired term.
- 2.5 The City Council, if it deems it desirable, may appoint ex-officio members to the Board. Such ex-officio members shall be appointed on an annual basis and the term of office of such ex-officio members shall be one year from the date of appointment. Such ex-officio members shall have no voting authority. In consideration of appointment of ex-officio members to the Board, the President of the Friends of the Colleyville Public Library and the President of the Colleyville Public Library Foundation shall be appointed to serve as ex-officio members with concurrent terms of the Presidents of the Friends of the Colleyville Public Library and the Colleyville Public Library Foundation.

RESOLUTION R-17-4186

**A RESOLUTION APPOINTING BOARD MEMBERS
TO THE LIBRARY BOARD**

WHEREAS, five (5) positions on the Library Board have terms which expired September 2017; and

WHEREAS, one (1) position with a term expiring September 2018 is vacant.

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

Sec. 1. THAT the following persons are hereby appointed to the Library Board, for a two-year term expiring September 2019:

- Place 1
- Place 3
- Place 5
- Alternate 1
- Alternate 2

Sec. 2. THAT the following person is appointed to the Library Board, to fill an unexpired term to September 2018:

- Place 2

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF ___ AYES, ___ NAYS, AND ___ ABSTENTIONS ON
THIS THE 10TH DAY OF OCTOBER 2017.

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

ATTEST:

CITY OF COLLEYVILLE

Christine Loven, TRMC
Assistant 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 7e

Agenda Date 10/10/2017

Number Resolution R-17-4187

Type Resolution

Department City Secretary

Title

Consideration of appointments to the Metroport Teen Court Advisory Board

Strategic Plan

B4- Cultivate a culture of transparency and consistent communication

Explanation

Reading and Public Hearing

There are two (2) positions on the Metroport Teen Court Advisory Board whose terms expired September 2017. The positions were advertised and applications accepted July 3 through September 29, 2017. The incumbents were notified their term was expiring and asked to submit an application, if they wished to be considered for reappointment.

The following Board member's terms expired September 2017:

- Kelly Tookey
- Sean Tanner

The applicants are listed below, and their applications are attached:

- Sayeda Syed
- Kelly Tookey

The Metroport Teen Court Advisory Board bylaws state, *"The Teen Court Advisory Board shall be appointed by the respective governing bodies comprised of three (3) members from each participating city-comprised of one council member and two at large members as each so chooses all of whom are voting members. The term shall be determined by each participating entity in such a manner, if feasible, as to not have an entirely new Teen Court Advisory Board at one time."* An excerpt of the Metroport Teen Court Advisory Board bylaws is attached to this agenda briefing.

Currently, Councilmember Mike Taylor serves as the City of Colleyville City Council representative.

This resolution provides for City Council to consider appointments to the Metroport Teen Court Advisory Board.

Financial Impact

There is no financial impact to the City.

Recommendation

Approve

Attachments

1. Metroport Teen Court Advisory Board roster
2. Metroport Teen Court Advisory Board Applications for Appointment
3. Excerpt of Metroport Teen Court Advisory Board bylaws
4. Resolution R-17-4187

METROPORT TEEN COURT ADVISORY BOARD

Kelly Tookey

5601 Poplar Court West

Colleyville, TX 76034

H: (817) 308-9790

W: (817) 308-9790

ktookey@tx.rr.com

TERM: Sep 2016 - Sep 2017

Sean Tanner

7000 Rosebrook

Colleyville, TX 76034

H: (817) 360-5046

W: (682) 605-5577

sean.t.tanner@gmail.com

TERM: Sep 2016 - Sep 2017

Metroport Teen Court Coordinator

Kristen White

600 State Street, Suite 1000

Southlake, TX 76092

W: (817) 748-8346

kwhite@ci.southlake.tx.us

Colleyville City Council Liaison

Mike Taylor

Councilmember

5209 Coventry Place

Colleyville, TX 76034

H: (817) 267-5407

mtaylor@colleyville.com



Application for Appointment

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

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

1. COLLEYVILLE LIBRARY BOARD ☐
2. HISTORICAL PRESERVATION COMMITTEE ☐
3. METROPORT TEEN COURT ADVISORY BOARD ☐

Name: Ms. ☒ Mrs. ☐ Mr. Sayeda Bilquees Syed

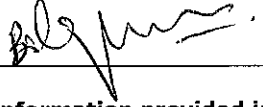
Address: 6705 Sapphire Circle North, Colleyville, T.X. 76034

Home Phone: (817) 400-5709 Work Phone: (817)913-0474 (Cell Number)

E-mail Address: sbilquees@gmail.com Fax: N/A

- ☒ I understand attendance and active support is required for each appointee.
☒ I understand I am required to comply with the Texas Open Meetings Act training.
☐ I understand I must bring my own device to meetings to view packet information.
☒ By checking this line, I consent to the City's use and release of all information provided in this application, to include the address, telephone, and email address provided.
☒ Additional materials attached.

1. **City service and experience, civic organizations, knowledge, experience, or education applicable to Board, Commission, or Committee function:**
M.S. in Mechanical Engineering, Member of ACC (Sapphire Enclave, colleyville), Board of Directors (Treasury Director, Sapphire Enclave colleyville). Member of SAE, ASME, PE (Pakistan)
2. **What do you perceive your role will be in serving on a board, commission, or committee?**
i would like to volunteer because i want to use my talent, education and my professional experience to contribute my community.
3. **In your opinion, what policies/programs/assets of Colleyville are working well?**
in my opinion Colleyville is working well in construction of roads although there is always room for improvements, Colleyville Library programs for kids.
4. **What are some issues in Colleyville that may require change?**
There are some issues like lack of diversity, lack of representation of all communities resides in colleyville. lack of businesses to generate more revenue. No aquatic center (Indoor/ outdoor) in colleyville.
5. **If you could influence the City in just one way, what would that be?**
I would like to be active on social media and the other resources that are available nowadays to connect with our community and rest of the world.
6. **Please share with us your vision for the City of Colleyville.**
To make Colleyville a family-oriented and business-minded city. One that has the old-world charm of Main Street USA while looking forwards and beyond the 21st century.

Signature:  Date: 08-25-2017

SAYEDA BILQEES SYED

1

SAYEDA BILQEES SYED

6705 Sapphire Circle North, Colleyville TX 76034

USA: (817)913-0474 (H)

E-mail: sbilqeess@gmail.com

SUMMARY

- Hands on experience in product development, production and project engineering, with masters in manufacturing engineering.
- Hands on experience in chassis engineering that include; planning, production, quality, reliability, cost reduction and continues improvement of the product
- Supported and lead projects globally & a good team player, proven ability to operate across organizational boundaries to drive product reliability and process quality improvements.
- Hands-on experience in all phases of product development, product specifications, launch/on-going product and manufacturing process improvement.
- Well experienced in CAE and CAD tools.
- Strong background in Process planning, Manufacturing, Quality and Reliability , Cost Control/Reduction
- Proven ability to lead, manage and train multi-disciplinary and culturally diverse workforce.
- Excellent interpersonal and team-building skills. Strong oral and written communication skills and ability to deliver presentations to all levels of management.
- Skilled in all common Microsoft application tools, such MS-Word, Excel, Access and PowerPoint.
- Assisted in launch, supported multiple projects in Pakistan, Afghanistan (United Nation) & Japan.
- Have a working experience of Hino Motors Pakistan (with technical collaboration of Hino Motors Japan).

SKILLS MATRIX

Hands on working experience in the following discipline:

- | | |
|----------------------------------|---|
| • Manufacturing engineering | • Product Development |
| • Process planning & development | • Product Launch & readiness |
| • Project engineering management | • Productivity improvement |
| • Quality control/ assurance | • Inspection techniques |
| • Product pricing/ estimation | • Cost Reduction by process improvement |

Good Engineering & management skills in :

- | | | |
|-----------------------|--|----------------------|
| • Kaizen | • Control Plans | • Six Sigma |
| • Vendor's management | • 5"S" | • Quality road map |
| • Chassis assembly | • Cost management | • Warranty issues |
| • Weight reduction | • Time management | • Specialize vehicle |
| • Management | • Problem solving & continuous improvement | • Production |

Computer Skills: Language

- Basic & Visual Basic
- C++

Systems & Packages:

- | | |
|----------------------------------|--------------|
| • Window | • MS office, |
| • Pro E & Solid works (Familiar) | • Auto CAD |
| • MS Project | |

ACHIEVEMENTS & AWARDS

- **2005 "Certificate of Excellence "** from **Hino Motors Co.** for successful launching of **GT1J** (4x4) truck model for **Pakistan Army** and for **United Nation (Afghanistan)**.
- Quality Engineers' Competency Improvement Program for Hino Motors Pakistan
- **2002 "Certificate of Excellence"** from **Hino Motors Co.** for implementation of **Kaizen** in Assembly operation plant.
- **2002 "Certificate of Excellence "** from **Hino Motors Co.** for implementation of **5'S'** in Assembly operation plant.

PROFESSIONAL EXPERIENCE

Hino Motors Limited Pakistan:

April 2002 – August 2007

Progressive Manufacturing Department (Assembly operation Plant)

Executive Engineer

Worked as Automotive engineer , the job has provided an opportunity to develop understanding of vehicle chassis system design, component manufacturing, quality planning and vehicle assembly operations.

- Supported development and production of vehicle components like **Casting, Sheet metal, FRP and Wire Harness.**
- Worked with vendors to address all system ,subsystem and component parts and their integration into the vehicle architecture to meet targets.
- Ensure timely completion of tooling development of parts at vendors end for production.
- Review process plans and process flow charts for each component.
- Costing of Project, Selection of Appropriate vendors, necessary negotiations and final acceptance for development activities.
- Technical information / assistance to vendor in liaison with Japanese advisors to solve manufacturing/ quality/ productivity problems.
- Time scale graphs for parts development program and monitor to ensure on time completion of projects.
- Performed problem solving process by using team approach and appropriate methods.
- Delivered significant measurable improvements to design (local design modification), process, productivity, and defect prevention on under development components.
- Identified quality issues, assembly concerns to improve quality, productivity & reduce cost.
- Predict component and overall Chassis reliability as part of the Financial Accrual process.
- Promote and drive Six Sigma methodology by collaborating with plant leadership.

Army Project for United Nation

Program Engineer

- Worked on a government project for army vehicles called **GT3H & GT1J** for Army and United Nation Special project for Afghanistan.
- Managed the manufacturing team and configuration team to launch the program.
- Promote and drive Six Sigma methodology by collaborating with plant leadership.
- Led major design(local modification) and process improvement efforts within the product development and manufacturing departments to improve processes that touch internal and external customers.
- Met with the vendors to support the program and maintain the quality and reliability of the product
- Checked supplier process to follow the quality engineering philosophy.
- Provided the weekly updates to the top management regarding project.
- Forecasted the work load and manage the resources accordingly.

**N.E.D University of Engineering & Technology:
Visiting Faculty Member
Mechanical Engg. and Manufacturing Engg. Department**

Dec 2005 – July 2007

Worked as external examiner (part time) for under graduate program.

Hino Motors Karachi

June 2000 – Sep 2000

- Worked as Intern in Progressive manufacturing department (Assembly Operation Plant).

EDUCATION

MS, Mechanical Engineering (Specialization in Manufacturing Engineering) ; (2005)

N.E.D. University of Engineering & Technology, Karachi

BS, Mechanical Engineering. (2002)

N.E.D. University of Engineering & Technology, Karachi

PROFESSIONAL ASSOCIATION

- Member of **SAE, ASME, PE Pakistan**



Application for Appointment

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

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

1. METROPORT TEEN COURT ADVISORY BOARD ☒
2. CLICK TO VIEW AND CHOOSE
3. CLICK TO VIEW AND CHOOSE

Name: Ms. ☒ Mrs. ☐ Mr. Kelly Tookey

Address: 5601 Poplar Ct. W.

Home Phone: 817-308-9790

Work Phone: 817-308-9790

E-mail Address: ktookey@tx.r.com

Fax: 817-283-4715

- ☒ I understand attendance and active support is required for each appointee.
☒ I understand I am required to comply with the Texas Open Meetings Act training.
☒ I understand I must bring my own device to meetings to view packet information.
☐ By checking this line, I consent to the City's use and release of all information provided in this application, to include the address, telephone, and email address provided.
☐ Additional materials attached.

1. City service and experience, civic organizations, knowledge, experience, or education applicable to Board, Commission, or Committee function:
I served as one of Colleyville's citizen Teen Court board advisors from Nov. 2016 - August 2017. Additionally, as a member of NCL-Colleyville, I served as their liason to Teen court for 4 years.
2. What do you perceive your role will be in serving on a board, commission, or committee?
As a civic-minded citizen, I perceive my role as one to engage in current activities of the committee or board I would be serving, and input ideas for improvement, which not only shape the committee or board, but also improve the future of Colleyville.
3. In your opinion, what policies/programs/assets of Colleyville are working well?
Colleyville continues to rank as one of the top communities to live in North Texas. In light of this, the overall standard of living and policies and programs that support this standard, are working well.
4. What are some issues in Colleyville that may require change?
An issue I see facing Colleyville is it's infrastructure in order to maintain the excellent living, hometown feel, and at the same time make accommodations for businesses in order to increase revenues, which are imperative to the continued improvement of our community.
5. If you could influence the City in just one way, what would that be?
To continue to make Colleyville an excellent and safe place for families to raise their children and to remain a great place for them to live after their children are raised.
6. Please share with us your vision for the City of Colleyville.
My response is the same as to how I would influence Colleyville-Continue to make it and excellent and safe place for families to raise their children and the years beyond raising children.

Signature: Kelly Tookey

Date: 8/25/17

All information provided is public pursuant to the Texas Public Information Act.
Please return completed application to City Secretary, 100 Main Street, Colleyville, TX 76034
Office: 817.503.1130 Fax: 817.503.1130; ciavend@colleyville.com or ashalley@colleyville.com

Excerpt of Metroport Teen Court Advisory Board bylaws

ARTICLE I

Name

Metroport Teen Court Advisory Board

ARTICLE II

Purpose

Advisory Board shall establish policy and procedures for the operation of Metroport Teen Court, including but not limited to court operations, adult and teen volunteer participation and eligibility and community service placements. These policies and procedures will be subject to approval by the Municipal Court Judges. This group directs, oversees and evaluates Teen Court on an ongoing basis.

ARTICLE III

Advisory Board

A. General Powers

Section 1. Duties.

The role and duties of the Teen Court Advisory Board shall be established by the Municipal Court Judges in the participating cities.

Section 2. Purpose.

The purpose of the Teen Court Advisory Board is to advise the City Councils and staff on the operation of the Teen Court Program and to assist in the development of community resources for the purposes of advancing the Teen Court Program.

Section 3. Reports.

The Metroport Teen Court Coordinator shall submit all recommendations being forwarded to City Council (including but not limited to mid-year budgets, fiscal year budgets, and quarterly reports) to the Metroport Teen Court Advisory Board for approval requiring a majority of the board present including one voting member from each participating entity pursuant to Article III Section E.

B. Number, Tenure and Qualifications

Section 1. Size.

The Teen Court Advisory Board shall be appointed by the respective governing bodies comprised of three (3) members from each participating city-comprised of one council member and two at large members as each so chooses all of whom are voting members.

Section 2. Term.

The term shall be determined by each participating entity in such a manner, if feasible, as to not have an entirely new Teen Court Advisory Board at one time.

Approved and Adopted by a Unanimous Vote on the 18th Day of March 2013

RESOLUTION R-17-4187

**A RESOLUTION APPOINTING MEMBERS TO THE
METROPORT TEEN COURT ADVISORY BOARD**

WHEREAS, two (2) positions on the Metroport Teen Court Advisory Board have terms which expired September 2017.

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

Sec. 1. THAT the Colleyville City Council hereby appoints the following persons to the Metroport Teen Court Advisory Board to serve a one-year term expiring September 2018:

-
-

Sec. 2. THAT the Colleyville City Council hereby appoints Councilmember _____ to the Metroport Teen Court Advisory Board to serve a one-year term expiring September 2018.

AND IT IS SO RESOLVED.

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF ____ AYES, ____ NAYS, AND ____ ABSTENTIONS ON THIS THE 10TH DAY OF OCTOBER 2017.

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

ATTEST:

CITY OF COLLEYVILLE

Christine Loven, TRMC
Assistant 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 7f
Type Resolution
Department City Secretary

Agenda Date 10/10/2017

Number Resolution R-17-4188

Title

Consideration of appointments to the Planning and Zoning Commission

Strategic Plan

B4- Cultivate a culture of transparency and consistent communication

Explanation

Reading and Public Hearing

There are three (3) positions on the Planning and Zoning Commission whose terms expired September 2017. The positions were advertised and applications accepted July 3 through September 29, 2017. The incumbents were notified their term was expiring and asked to submit an application, if they wished to be considered for reappointment.

The following Commission member's terms expired September 2017:

- Place 5 - Charles Kelley
- Place 6 - John Frazier
- Place 7 - Jason Elms

The applicants are listed below and their applications are attached.

- | | | |
|-----------------|------------------|------------------|
| • Raymond Allee | • Claudia Bevill | • Jason Elms |
| • Ralph Hunkins | • Charles Kelley | • Gary McPherson |
| • Mike Sexton | • Sayeda Syed | |

The Planning and Zoning Commission bylaws state, *"The Planning and Zoning Commission shall consist of seven (7) members, who shall be appointed by the City Council for a two (2) year term; three (3) members shall be appointed each odd-numbered year and four (4) members shall be appointed each even-numbered year. Places on the Planning and Zoning Commission shall be numbered one (1) through seven (7)."* An excerpt of the Planning and Zoning Commission bylaws is attached to this agenda briefing.

This resolution provides for City Council to consider appointments to the Planning and Zoning Commission.

Financial Impact

There is no financial impact to the City.

Recommendation

Approve

Attachments

1. Planning and Zoning Commission roster
2. Planning and Zoning Commission Applications for Appointment
3. Excerpt of Planning and Zoning Commission bylaws
4. Resolution R-17-4188

PLANNING AND ZONING COMMISSION

PLACE 1

Susan Mathisen

317 Chestnut Bend
Colleyville, TX 76034

W: (817) 983-1620

smathisencpa@gmail.com

TERM: Sep 2016 - Sep 2018

PLACE 2

Chris Putnam

204 White Drive
Colleyville, TX 76034

H: (817) 427-1925

madtexan@verizon.net

TERM: Sep 2016 - Sep 2018

PLACE 3 -VICE CHAIR

Sam van Bever

4105 Crest Court
Colleyville, TX 76034

W: (214) 403-1445

H: (817) 427-4105

Slv4105@gmail.com

TERM: Sep 2016 - Sep 2018

PLACE 4

Veronica Baughman

6505 Connie Lane
Colleyville, TX 76034

H: (817) 707-6844

veronica@sellsdfw.com

TERM: Sep 2016 - Sep 2018

PLACE 5

Charles Kelley

705 Hillside Drive
Colleyville, TX 76034

H: (817) 235-7883

ckelleycolleyville@chuck-kelley.com

TERM: Sep 2016 - Sep 2017

PLACE 6

John Frazier

3303 Queensbury Way W
Colleyville, TX 76034

H: (210) 336-5949

jfrazierInc@gmail.com

TERM: April 2017 - Sep 2017

PLACE 7

Jason Elms

801 Shelton Drive
Colleyville, TX 76034

W: (214) 420-8494

H: (817) 808-7275

JElms@pape-dawson.com

TERM: Sep 2015 - Sep 2017

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

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

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

Please write-in your preference of (up to three) board(s), commission(s), or committee(s), for which you would like to be considered.

1. Planning and Zoning Commission

2. _____

3. _____

Name: ☐ Ms. ☐ Mrs. ☒ Mr. Raymond M Allee

Address: 5907 Highland Hills Lane

Home Phone: 817-329-0186 Work Phone: N/A

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

E-mail Address: rayallee@aol.com Fax: _____

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

BS Automotive Technology, MBA, Program Manager, Naval Officer, Past President Highland Meadows HOA, Zoning Board of Adjustment

City service and experience, civic organizations, interest: ☐ Additional materials attached.

Signature: R M Allee Date: 7-25-2017

**Once positions have been filled, you must reapply for future openings.
All information provided is public pursuant to the Texas Public Information Act.**

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



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

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

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

1. Planning and Zoning Commission

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

2. Colleyville Economic Development Corporation

3. Colleyville Center Advisory Committee

Name: ☐ Ms. ☒ Mrs. ☐ Mr. Claudia Bevill

Address: 119 Cheek Sparger Rd

Home phone: 817-849-1360

Work phone:

E-mail Address: ckbevill@hotmail.com

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

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

Municipal employee for seven years, Office of the City Secretary, Mayor's Assistant. Familiar with municipal government codes & procedures. Also formerly employed by venture capital executives following development projects from inception to completion. Locally active in Colleyville, familiar with procedures, codes, and staff, as well as elected officials. Strong communication skills, even temperament, as well as strong technology and research skills. (My email address may be released ONLY in conjunction with a committee assignment and shall not be released for any other purpose.

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

Willing to serve the City in any volunteer position including any and all committees or commissions to which the Council believes I can successfully contribute.

Signature:

Claudia Bevill

Date:

7-10-2017

Once positions are appointed, you must reapply for future openings. All information provided is public pursuant to the Texas Public Information Act. If additional information is required, please call 817.503.1130. Please return completed application to the Office of the City Secretary:

Email: cloven@colleyville.com or ashelley@colleyville.com **Fax:** 817.503.1139

Mail: City Secretary, 100 Main Street, Colleyville, TX 76034



Application for Appointment

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

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

1. PLANNING AND ZONING COMMISSION
2. CLICK TO VIEW AND CHOOSE
3. CLICK TO VIEW AND CHOOSE

Name: Ms. Mrs. ☒ Mr. Jason Elms

Address: 801 Shelton Drive

Home Phone: 817-808-7275 Work Phone: 214-420-8494

E-mail Address: jelms@pape-dawson.com Fax: _____

- ☒ I understand attendance and active support is required for each appointee.
☒ I understand I am required to comply with the Texas Open Meetings Act training.
☒ I understand I must bring my own device to meetings to view packet information.
☒ By checking this line, I consent to the City's use and release of all information provided in this application, to include the address, telephone, and email address provided.
☐ Additional materials attached.

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

City: P&Z (09 / 2015 - Current); ZBA / SBA (09 / 2012 - 08 / 2016). Civic: Board Member of Colleyville Baseball Association (01 / 2010 - 08 / 2015). Professional Engineer (Civil)

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

I believe my role is to implement the vision set forth by the City Council and the Comprehensive Plan with respect to density and land use.

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

From my involvement with Colleyville Baseball Association, I think City Parks are a great asset. I also think that the Planning and Engineering staff are top-notch.

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

One of the biggest issues in Colleyville that I see is high turnover in City Staff. On ZBA/SBA/P&Z, I have worked with 3 different planning directors and 4 different planners in a span of 5 years.

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

Utilizing my engineering background, I want to serve the Council and the Citizens of Colleyville on the P&Z to ensure that development is first class and is consistent with the rural feel that we all desire.

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

To me, Colleyville is a vibrant community that treasures the rural feel of our estate lots, as well as the bustling commerce of the 26 corridor.

Signature: Jason Elms

Digitally signed by Jason Elms
DN: cn=Jason Elms, o=City of Colleyville, email=jason@colleyville.com, c=TX
Date: 2017.08.23 14:48:59 -0500

Date: _____

All information provided is public pursuant to the Texas Public Information Act.
Please return completed application to: City Secretary, 100 Main Street, Colleyville, TX 76034
Office: 817.503.1130 Fax: 817.503.1139; cloven@colleyville.com or ashelley@colleyville.com



Application for Appointment

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

1. COLLEYVILLE ECONOMIC DEVELOPMENT CORPORATION
2. PLANNING AND ZONING COMMISSION
3. COLLEYVILLE ECONOMIC DEVELOPMENT CORPORATION

Name: Ms. Mrs. ☒ Mr. Ralph H. Hunkins

Address: 808 Regina Court

Home Phone: 817-756-1430 Work Phone: 972-268-3331

E-mail Address: rhunkins@sprintmail.com Fax: _____

- ☒ I understand attendance and active support is required for each appointee.
- ☒ I understand I am required to comply with the Texas Open Meetings Act training.
- ☒ I understand I must bring my own device to meetings to view packet information.
- ☒ By checking this line, I consent to the City's use and release of all information provided in this application, to include the address, telephone, and email address provided.
- ☒ Additional materials attached.

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

2015 Leadership Colleyville Graduate, MBA, Manufacturing experience, Retired Army Lieutenant Colonel.

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

Act as an independant voice as well as advocate for the citizens of Colleyville.

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

All

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

None, I think Colleyville is an exceptionally well run city due to its leadership, full time staff and citizen involvement in commissions such as these.

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

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

Modern, family oriented city with opportunities for career, leisure, retirement, entertainment and fun!

Signature: Ralph H. Hunkins Digitally signed by Ralph H. Hunkins
Date: 2017.07.08 21:40:22 -05'00' Date: _____

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Please return completed application to: City Secretary, 100 Main Street, Colleyville, TX 76034
Office: 817.503.1130 Fax: 817.503.1139; cloven@colleyville.com or ashelley@colleyville.com

SUMMARY OF QUALIFICATIONS

Business Executive with a proven background in meeting business objectives in high tech manufacturing and real estate development and investment. MBA with technical degree and 15 years of progressive high level experience and documented success in today's relationship driven global business environment. Former warranted US Gov't contracting officer with operations & policy experience in a warzone environment. My background allows immediate contributions in supply chain, leadership, operational & strategic planning and finance as follows:

- Full business partner with other corporate functions such as manufacturing, operations, human resources and finance to deliver customer oriented performance and support.
 - Development and leadership of a Purchasing Department organization including vision, goals, budgets and roadmaps to support a customer centric mission.
 - Purchasing transformation from a transactional focus to a strategic supply chain management organization driving the enterprise's competitive advantage.
 - Consistent and sustained delivery of total cost savings and reduced supply chain risk for key production resources, materials and services.
-

EXPERIENCE & KEY ACCOMPLISHMENTS

Real Revenue Ventures LLC, Colleyville, Texas.

March 2015 to Present

Executive Director. Of a Dallas, TX based real estate private equity company and family office. Leads the direct acquisition of multifamily properties, land development, construction of speculation homes for sale and participation in real estate investment partnerships. Directed the targeted investments in projects meeting our investment criteria in the Dallas and Houston metropolitan areas. Additionally, Real Revenue Ventures oversees a portfolio of properties located in Berlin, Germany.

- Established corporate governance procedures, metrics and financial controls with internal partners and outsourced managers.
- Used faster business velocity in Berlin to increase revenue by 15% in 2015 while reducing operating expenses by 20%.
- Achieved first time 100% full occupancy at German portfolio of properties.
- Recapitalized portfolio with lower interest rates on debt and enabled redeployment of freed up capital.

Commscope Inc., Richardson, Texas.

Sept. 2007 to March 2015

Global Category Manager – Fabricated Mechanical Parts. Directed worldwide procurement strategies for over \$110M in spend with manufacturers in metal forming, machining and plating used in telecom connectors, housings, filters and similar components. Lead category teams consisting of buyers in the United States, China, India, Europe, and Mexico with a focus on cost reduction, negotiations, supplier rationalization and use of a balanced scorecard to supplier selection.

- Exceeded stretch business plan goals each year in cost reduction by over 50%.
- Directed the transition of \$10M in internal manufacturing to a new external supplier. Served as committee lead charged with conducting the supplier search and making the selection.
- Worked with local teams with sensitivity to local management to increase supply chain performance and develop additional cost reduction projects. Very often sought out by local staff for assistance.
- Led negotiations with 3 top Chinese suppliers resulting in \$1.4M (3.6%) in price reductions

Purchasing Manager – Telecom Enclosures, Cable Management Systems, Fabricated Parts. Managed the contractual and business relationship with contract manufacturers (CMS and EMS) building products to specification and under private label. Charged with driving cost reduction through rationalization, negotiation and competition while maintaining supplier capabilities and readiness to provide products.

- Directly negotiated with top contract manufacturers cost and achieved price reductions of \$18.5M based on \$140M in annual spending.
- Directed a global category management strategy of regional procurement across a supply base of low cost region suppliers by clearly identification of supplier strategic fit, capability and competitiveness.
- Drove automation of basic procurement functions to enable greater team focus on cost reduction and expert level understanding of products and contract manufacturing business models.

CENTCOM Contracting Command, US Department of Defense. Afghanistan Aug 2009 to Jan 2011

Deputy Commander for Operations. (Lieutenant Colonel, US Army Reserve, Ret.)

Mobilized to serve with US Forces in Afghanistan directing operational execution of \$5B in US Government contracts. Partnered with commanders to link contracting with operational "on the ground" war fighting. Developed local policy and acquisition planning for key spend areas. Implemented theater wide screening of contractors against intelligence sources, developed realistic & feasible anti-corruption and counter-insurgency centric measures for use by contracting officers.

Siemens AG, Postal Automation Division, Arlington, Texas.

Apr 2004 to Aug 2007

Commodity Manager – Computer and Server Systems, Printed Circuit Boards, Sensors & Electro-Mechanical Devices. (Oct 2006 to Aug 2007). Supervised 4 direct reporting buyers. Managed strategic sourcing activities for spend of \$83M for custom computers, networking, sensor & switch devices used in high speed mail sorting systems.

- Implemented custom white box computer sourcing strategy from single source to multiple integrators using standard COTS chassis with savings potential of \$4M over 3 years while increasing responsiveness, reducing supply chain risk and realizing falling component cost savings.
- Negotiated consolidated cross project pricing on electronic sensors that yielded over \$600K (-16%) in savings by selecting suppliers with capability and capacity to provide sensor product with broad applications in postal automation projects as well as leverage scale and pool requirements worldwide.
- Planned and executed team transition from tactical procurement focus to a longer term & total cost based strategic sourcing approach.

Commodity Manager – Information Technology & Software. (April 2004 to Oct 2006) Supervised 3 direct reporting buyers in Arlington, TX and Grand Rapids, MI. Managed spend of \$100M for Software, Information Technology Hardware, Services, Consulting and other indirect non production related spending. Administered and negotiated subcontracts with service providers.

- Implemented a customer centric approach by developing singularly responsible buyers for Manufacturing, Field Services, R&D, and Facilities. Resulting in better understanding of stakeholder requirements, higher level of support, spend consolidation and negotiation opportunities.
- Achieved \$3.5M in direct savings through consolidation, pooling and value driven negotiations.
- Increased use of Procurement Cards to \$3.25M (3X) annually resulting in faster customer service.
- Increased payment terms from average Net19 to Net37.

Orbis OnLine, San Antonio, Texas (No longer in business)

Jan 2003 to Sept 2003

Sales Manager. Recruited by VP of Operations to drive exploitation of reverse auction contract with the Texas Building & Procurement Commission. Managed the State of Texas Reverse Auction contract valued at \$5.6M in annual revenue.

- Ramped FY2003 State of Texas Reverse Auction Program from \$7M to \$120M in auction value delivering \$11M in cost savings to the Texas Building & Procurement Commission.
- Increased the sales pipeline for private sector industrial clients by 8X. Implemented a private sector revenue model that reduced Orbis' time to money by 50%.
- Expert with products and marketplaces for foodstuffs, institutional supplies, lumber, metals, and information technology products through Orbis' market making activities and reverse auctions.

EZSource.net™, Austin, Texas (No longer in business)

March 2002 to Jan 2003

Director of Operations & Finance. Invited to launch EZSource.net™; a start-up dedicated to providing low cost, industrial strength, hosted reverse auctions to medium sized businesses. EZSource's business model provided customers the technical capability to conduct self-service reverse auctions without expensive software license agreements, long-term contracts or Information Technology implementations.

- Saved \$200K in capital by negotiating software technology contract enabling EZSource.net™ to go operational without extensive upfront or monthly fees conserving EZSource's cash.

Advanced Micro Devices, Austin, Texas.

May 2000 to March 2002

Global Commodity Manager. Managed the global procurement of chemical materials used in semiconductor manufacturing with annual dollar responsibility exceeding \$60M and a supply base of 13 suppliers located in Asia, Europe and North America. Developed long-term sourcing strategies to ensure inventory availability, drive cost savings, and improve quality and supplier's capability to meet future technical requirements.

- Managed inventory levels through a team of buyer/planners to support of AMD's Athlon™ and Duron™ production ramps as AMD transitioned to 0.13um and silicon-on-insulator technologies.
- Negotiated over \$5M in annualized savings and contracts worth \$87M with roadmap suppliers to ensure supply chain effectiveness and limit AMD's exposure to risk.
- Directed AMD's World Class Supplier program consisting of a team of 32 Manufacturing, Quality, and Finance and Procurement professionals from Austin, TX, Sunnyvale, CA and Dresden, GE. Placed emphasis on upstream engagement with suppliers, early alignment of technology roadmaps and on-time discovery, development and deployment (qualification) of new materials.

Intel Corporation, Chandler, Arizona.

Jan 1998 to May 2000

Commodity Manager. Managed the global availability of **stamped & machined metal components** providing thermal solutions to the Pentium®II/III and Xenon® processor cartridge enabling their successful launch & ramp. Partnered with suppliers in North America & Asia to develop world class manufacturing systems in inventory, quality and cost competitiveness.

- Led a team of 4 buyers located globally (Ireland, Costa Rica, Philippines, Malaysia) to orchestrate \$35M in materials spending annually.
- Negotiated price reductions of \$26M despite unprecedented upsides and a constrained supply chain.
- Reduced vendor lead-time by 50% by specification review, inspection reduction, and e-commerce.
- Led my department's win of the Intel Quality Award by developing and presenting a story that was high level yet indicative of the achievements during the Pentium II/III ramp.

PAI Corporation, Albuquerque, New Mexico

Sept 1992 to Dec 1997

Deputy Program Manager. Profit and Loss responsibility for PAI's technical services account with Sandia National Laboratories (SNL), interfaced with clients to insure customer satisfaction and to anticipate future requirements. Responsible for business development in the NM, AZ and TX region.

- Led the expansion from \$400K in annual revenues to \$3M (17% of sales) with expansion into new technical support areas.
- Project Leader for PAI's \$175M joint proposal with Harris Semiconductor to SNL's RFP for the Management/Operation of the Microelectronics Development Laboratory with potential to double PAI's revenues and number of employees.

United States Army, USA, Europe, Iraq

Oct 1984 to Sept 1992

Army Officer. Decorated for leadership, dedication, knowledge of combined arms tactics, staff operations and perseverance in tough assignments in the United States, Persian Gulf and Europe.

- Brigade Executive Officer: 2nd in command and chief of staff for human resources, operations and logistics overseeing a staff of 43 officers and enlisted soldiers.
- Commanded a field artillery battery in Iraq. Provided leadership to junior officers and NCOs. Responsible for operations and performance standards of unit with 147 soldiers.

EDUCATION

Masters of Business Administration, Robert O. Anderson Schools of Management, University of New Mexico, Albuquerque, New Mexico. Discipline: Management of Technology

Bachelors of Science, Chemistry, Arizona State University, Tempe, Arizona.

Global Leadership Program Certificate, American Graduate Institute of International Management (Thunderbird), Glendale, AZ,

Leadership Colleyville 2015, Participated in the highly acclaimed civic governance and leadership program.



Application for Appointment

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

1. PLANNING AND ZONING COMMISSION
2. COLLEYVILLE ECONOMIC DEVELOPMENT CORPORATION
3. CLICK TO VIEW AND CHOOSE

Name: Ms. Mrs. ☒ Mr. Charles Kelley

Address: 705 Hillside Drive

Home Phone: 817-235-7883 Work Phone: 817-236-7883

E-mail Address: ckelleycolleyville@chuck-kelley.com Fax: _____

- ☒ I understand attendance and active support is required for each appointee.
- ☒ I understand I am required to comply with the Texas Open Meetings Act training.
- ☒ I understand I must bring my own device to meetings to view packet information.
- ☒ By checking this line, I consent to the City's use and release of all information provided in this application, to include the address, telephone, and email address provided.
- ☒ Additional materials attached.

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

2017 Colleyville Planning and Zoning Board - Place 5

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

Be an active participant, research each case thoroughly, review applicable laws, statutes or legal documentation, render appropriate rulings

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

Destination Colleyville, Land Use Manual, Colleyville City Council, City Staff

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

We need to find new and innovative ways to attract business to Colleyville, Bring city services up to be the best in the state, nation while not impacting tax revenue

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

Help to encourage businesses to locate in Colleyville, Continue to develop the city maintaining the rural feel, lot sizes and maintain the vision in Destination Colleyville.

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

Create a mix of corporate, small business and residential areas that maintain the Character of Colleyville as the unique destination it is.

Signature: Charles Kelley

Digitally signed by Charles Kelley
Date: 2017.08.16 11:28:18 -05'00'

Date: 8/16/2017

All information provided is public pursuant to the Texas Public Information Act.
Please return completed application to: City Secretary, 100 Main Street, Colleyville, TX 76034
Office: 817.503.1130 Fax: 817.503.1139; cloven@colleyville.com or ashelley@colleyville.com



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

1. CLICK TO VIEW AND CHOOSE Colleyville Library Board
2. CLICK TO VIEW AND CHOOSE Planning + Zoning Commission
3. CLICK TO VIEW AND CHOOSE Colleyville Historical Preservation Committee

Name: Ms. Mrs. Mr. GARY McPHERSON

Address: 316 Polo Trl. COLLEYVILLE 76034

Home Phone: 972-742-5778 Work Phone: 972-742-5778

E-mail Address: mcperson7@verizon.net Fax: 817-281-9653

- ☒ I understand attendance and active support is required for each appointee.
☒ I understand I am required to comply with the Texas Open Meetings Act training.
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☐ Additional materials attached.

1. City service and experience, civic organizations, knowledge, experience, or education applicable to Board, Commission, or Committee function: (see attached bio)
Currently serve on the Board of Directors for the 6 Stone's Mission Network (Eucless). have served on committees for public schools in Michigan, Texas; served as a Library Media Specialist; HREEC Lockheed Martin; Various
2. What do you perceive your role will be in serving on a board, commission, or committee? Community
Provide feedback to city officials on proposed plans, policy, improvements, etc. Represent citizen views, if constructive, Engage in supporting the city in improving the quality of the community.
3. In your opinion, what policies/programs/assets of Colleyville are working well?
Park + Recreation, Public Safety, planning + zoning is already outstanding; Library services are good given their resources;
4. What are some issues in Colleyville that may require change?
Better CODE ENFORCEMENT; solve traffic flow issues; maintain infrastructure, beautify visible areas, increase citizen participation in city programs
5. If you could influence the City in just one way, what would that be?
Help develop + support initiatives that preserve the city's heritage + brand while adapting to needs and challenges of the future.
6. Please share with us your vision for the City of Colleyville. * Profile Attached
Leverage the unique blend of location, urban/rural mix, and citizen demographics to make Colleyville the DFW AREAS premier community to live, work, or play.
continue

Signature Gary L McPherson

Date: 8-14-2017

Executive Profile
Gary L. McPherson

Gary McPherson serves as an **Executive Professor and Consultant**. His previous position was **vice president, Human Resources for Lockheed Martin Missiles and Fire Control**. Gary joined Lockheed Martin in 1980 and has held a number of positions in a variety of human resources disciplines including management roles for Labor Relations and Conflict Resolution, Greenfield HR site lead, Training and Organization Development, Change Management, Business Partner, and Program Management.



While Gary is based the Dallas/Fort Worth mid-cities, he has previously worked in MFC's Orlando, Camden, AR and El Paso, TX operations. Prior to his current role, he was MFC's director and deputy of Human Resources. In that capacity, he had executive responsibility for the Dallas site, as well as enterprise-wide responsibility for talent acquisition initiatives and oversight of the daily rhythm of Human Resources processes and practices for over 16,500 employees across MFC's locations in the U.S. and United Kingdom.

In addition to being a **Lockheed Martin certified executive coach he has served on talent management councils at both the Corporate and Electronic Systems business area level**. Gary has also led or contributed to a wide range of Electronic Systems and Corporate HR teams including the creation of the Talent Acquisition Centers in the US as well as the **United Kingdom, HR entry level development program Steering Committee, Labor Relations, and the Training, Workforce Strategy and OD teams**.

He has been actively involved with the Dallas and Central Florida **INROADS** programs since 1980. Under his leadership, MFC has received numerous awards from INROADS for support and placement of its graduates.

Gary is a **Texas and Florida certified mediator through post graduate work in mediation/conflict resolution at Southern Methodist University**. He holds a master's degree in instructional technology from Southern Illinois University and a bachelor's degree in education/psychology from Taylor University (Indiana).

He is currently an **Executive Professor in the MSHRM program at Texas A&M University and the University of Texas - Arlington**. He is also board member for the Texas A&M University Center for Human Resource Management, Mays College of Business, and the University of Texas-Arlington Human Resources Industry Advisory Council as well as a Board Advisor to the Euless Texas based **6 Stones Mission Network**. Gary and his wife of 44 years Heather, have two sons, a daughter-in-law, and two grandsons. Interests include; travel, culture and history, reading, volunteerism, and sports (A loyal University of Michigan Wolverine, Texas Rangers, and Detroit Red Wing fan)



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

1. COLLEYVILLE ECONOMIC DEVELOPMENT CORPORATION
2. PLANNING AND ZONING COMMISSION
3. COLLEYVILLE LIBRARY BOARD

Name: Ms. Mrs. Mr. Mike Sexton

Address: 3612 Greenbriar Court

Home Phone: 817-721-5577

Work Phone: _____

E-mail Address: mas61475@yahoo.com

Fax: _____

- ☒ I understand attendance and active support is required for each appointee.
- ☒ I understand I am required to comply with the Texas Open Meetings Act training.
- ☒ I understand I must bring my own device to meetings to view packet information.
- ☒ By checking this line, I consent to the City's use and release of all information provided in this application, to include the address, telephone, and email address provided.
- ☒ Additional materials attached.

1. **City service and experience, civic organizations, knowledge, experience, or education applicable to Board, Commission, or Committee function:**
As a member of the executive committee as well as a head of a committee within my child's school, I have a deep understanding what families and parents need and are looking for in this city.
2. **What do you perceive your role will be in serving on a board, commission, or committee?**
I will listen to ideas and suggestions as well as provide my own. I will be required to research and determine what best fits into the future plans of our city and provide a path for an even better city.
3. **In your opinion, what policies/programs/assets of Colleyville are working well?**
Currently our first responders are continuing to keep our city safe and regarded as one of the safest cities in the country. We have a fantastic parks and recreation department and our city staff/council have done a very good job of managing our finances and maintaining a low debt.
4. **What are some issues in Colleyville that may require change?**
Our city is facing budget shortfalls in the not so distant future. We need to determine new revenue streams and budget adjustments to avoid losing services that make our city the current best place to live, without raising our taxes.
5. **If you could influence the City in just one way, what would that be?**
I would like us to be more vigilant in our acquisition of professional businesses to provide sales tax revenue to our city.
6. **Please share with us your vision for the City of Colleyville.**
I see a city that will be more connected and become even more family friendly. A city that can maintain the rural "feel" but enhance strategic economic development to meet the budgetary needs that designate our wonderful municipality as the safest city in Texas.

Signature: _____

Date: 6-19-2017

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Please return completed application to: City Secretary, 100 Main Street, Colleyville, TX 76034
Office: 817.503.1130 Fax: 817.503.1139; cloven@colleyville.com or ashelley@colleyville.com



Application for Appointment

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

1. ZONING BOARD OF ADJUSTMENT ☒
2. PLANNING AND ZONING COMMISSION ☒
3. COLLEYVILLE ECONOMIC DEVELOPMENT CORPORATION ☒

Name: Ms. ☒ Mrs. ☐ Mr. Sayed Bilquees Syed

Address: 6705 Sapphire Circle North, Colleyville, T.X. 76034

Home Phone: (817) 400-5709

Work Phone: (817)913-0474 (Cell Number)

E-mail Address: sbilquees@gmail.com

Fax: N/A

- ☒ I understand attendance and active support is required for each appointee.
- ☒ I understand I am required to comply with the Texas Open Meetings Act training.
- ☐ I understand I must bring my own device to meetings to view packet information.
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1. **City service and experience, civic organizations, knowledge, experience, or education applicable to Board, Commission, or Committee function:**

M.S. in Mechanical Engineering, Member of ACC (Sapphire Enclave, colleyville), Board of Directors (Treasury Director, Sapphire Enclave colleyville). Member of SAE, ASME, PE (Pakistan)

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

i would like to volunteer because i want to use my talent, education and my professional experience to contribute my community.

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

in my opinion Colleyville is working well in construction of roads although there is always room for improvements, Colleyville Library programs for kids.

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

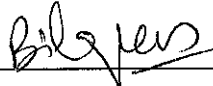
There are some issues like lack of diversity, lack of representation of all communities resides in colleyville. lack of businesses to generate more revenue. No aquatic center (Indoor/ outdoor) in colleyville.

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

I would like to be active on social media and the other resources that are available nowadays to connect with our community and rest of the world.

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

To make Colleyville a family-oriented and business-minded city. One that has the old-world charm of Main Street USA while looking forwards and beyond the 21st century.

Signature: 

Date: 08-25-2017

SAYEDA BILQEES SYED

1

SAYEDA BILQEES SYED

6705 Sapphire Circle North, Colleyville TX 76034

USA: (817)913-0474 (H)

E-mail: sbilqeess@gmail.com

SUMMARY

- Hands on experience in product development, production and project engineering, with masters in manufacturing engineering.
- Hands on experience in chassis engineering that include; planning, production, quality, reliability, cost reduction and continues improvement of the product
- Supported and lead projects globally & a good team player, proven ability to operate across organizational boundaries to drive product reliability and process quality improvements.
- Hands-on experience in all phases of product development, product specifications, launch/on-going product and manufacturing process improvement.
- Well experienced in CAE and CAD tools.
- Strong background in Process planning, Manufacturing, Quality and Reliability , Cost Control/Reduction
- Proven ability to lead, manage and train multi-disciplinary and culturally diverse workforce.
- Excellent interpersonal and team-building skills. Strong oral and written communication skills and ability to deliver presentations to all levels of management.
- Skilled in all common Microsoft application tools, such MS-Word, Excel, Access and PowerPoint.
- Assisted in launch, supported multiple projects in Pakistan, Afghanistan (United Nation) & Japan.
- Have a working experience of Hino Motors Pakistan (with technical collaboration of Hino Motors Japan).

SKILLS MATRIX

Hands on working experience in the following discipline:

- | | |
|----------------------------------|---|
| • Manufacturing engineering | • Product Development |
| • Process planning & development | • Product Launch & readiness |
| • Project engineering management | • Productivity improvement |
| • Quality control/ assurance | • Inspection techniques |
| • Product pricing/ estimation | • Cost Reduction by process improvement |

Good Engineering & management skills in :

- | | | |
|-----------------------|--|----------------------|
| • Kaizen | • Control Plans | • Six Sigma |
| • Vendor's management | • 5"S" | • Quality road map |
| • Chassis assembly | • Cost management | • Warranty issues |
| • Weight reduction | • Time management | • Specialize vehicle |
| • Management | • Problem solving & continuous improvement | • Production |

Computer Skills: Language

- Basic & Visual Basic
- C++

Systems & Packages:

- | | |
|----------------------------------|--------------|
| • Window | • MS office, |
| • Pro E & Solid works (Familiar) | • Auto CAD |
| • MS Project | |

ACHIEVEMENTS & AWARDS

- **2005 "Certificate of Excellence "** from **Hino Motors Co.** for successful launching of **GT1J** (4x4) truck model for **Pakistan Army** and for **United Nation (Afghanistan)**.
- Quality Engineers' Competency Improvement Program for Hino Motors Pakistan
- **2002 "Certificate of Excellence"** from **Hino Motors Co.** for implementation of **Kaizen** in Assembly operation plant.
- **2002 "Certificate of Excellence "** from **Hino Motors Co.** for implementation of **5'S'** in Assembly operation plant.

PROFESSIONAL EXPERIENCE

Hino Motors Limited Pakistan:

April 2002 – August 2007

Progressive Manufacturing Department (Assembly operation Plant)

Executive Engineer

Worked as Automotive engineer , the job has provided an opportunity to develop understanding of vehicle chassis system design, component manufacturing, quality planning and vehicle assembly operations.

- Supported development and production of vehicle components like **Casting, Sheet metal, FRP and Wire Harness.**
- Worked with vendors to address all system ,subsystem and component parts and their integration into the vehicle architecture to meet targets.
- Ensure timely completion of tooling development of parts at vendors end for production.
- Review process plans and process flow charts for each component.
- Costing of Project, Selection of Appropriate vendors, necessary negotiations and final acceptance for development activities.
- Technical information / assistance to vendor in liaison with Japanese advisors to solve manufacturing/ quality/ productivity problems.
- Time scale graphs for parts development program and monitor to ensure on time completion of projects.
- Performed problem solving process by using team approach and appropriate methods.
- Delivered significant measurable improvements to design (local design modification), process, productivity, and defect prevention on under development components.
- Identified quality issues, assembly concerns to improve quality, productivity & reduce cost.
- Predict component and overall Chassis reliability as part of the Financial Accrual process.
- Promote and drive Six Sigma methodology by collaborating with plant leadership.

Army Project for United Nation

Program Engineer

- Worked on a government project for army vehicles called **GT3H & GT1J** for Army and United Nation Special project for Afghanistan.
- Managed the manufacturing team and configuration team to launch the program.
- Promote and drive Six Sigma methodology by collaborating with plant leadership.
- Led major design(local modification) and process improvement efforts within the product development and manufacturing departments to improve processes that touch internal and external customers.
- Met with the vendors to support the program and maintain the quality and reliability of the product
- Checked supplier process to follow the quality engineering philosophy.
- Provided the weekly updates to the top management regarding project.
- Forecasted the work load and manage the resources accordingly.

**N.E.D University of Engineering & Technology:
Visiting Faculty Member
Mechanical Engg. and Manufacturing Engg. Department**

Dec 2005 – July 2007

Worked as external examiner (part time) for under graduate program.

Hino Motors Karachi

June 2000 – Sep 2000

- Worked as Intern in Progressive manufacturing department (Assembly Operation Plant).

EDUCATION

MS, Mechanical Engineering (Specialization in Manufacturing Engineering) ; (2005)

N.E.D. University of Engineering & Technology, Karachi

BS, Mechanical Engineering. (2002)

N.E.D. University of Engineering & Technology, Karachi

PROFESSIONAL ASSOCIATION

- Member of **SAE, ASME, PE Pakistan**

Excerpt of Planning and Zoning Commission bylaws

PLANNING AND ZONING COMMISSION BYLAWS

ARTICLE I – Identification and Purpose

The Planning and Zoning Commission was established by the City Council of Colleyville, Texas, by Ordinance 08 on May 18, 1956; however, several amendments to this ordinance have been approved and codified through the Colleyville City Charter and the Colleyville Code of Ordinances. The purpose of the Planning and Zoning Commission is to act as an advisory board to the City Council relating to all physical development, proposed changes to zoning, the platting and/or the subdividing of land in the City.

ARTICLE II – Membership

- 2.1 The Planning and Zoning Commission shall consist of seven (7) members, who shall be appointed by the City Council for a two (2) year term; three (3) members shall be appointed each odd-numbered year and four (4) members shall be appointed each even-numbered year. Places on the Planning and Zoning Commission shall be numbered one (1) through seven (7).
- 2.2 Members must be residents of Colleyville, Texas, unless City Council waives the residency requirement.
- 2.3 Members shall serve without compensation and until their successors are appointed.
- 2.4 Vacancies created by resignation, removal by vote of a majority of the City Council, or by any other reason, shall be filled by the City Council for the remainder of the term.
- 2.5 If a member of the Planning and Zoning Commission fails to maintain a seventy-five percent (75%) attendance record for all regularly scheduled meetings, the Chairman or staff liaison, will notify the City Secretary. City Council may, at its discretion, declare a vacancy, advertise the open position, or appoint a replacement without advertising.

RESOLUTION R-17-4188

**A RESOLUTION APPOINTING MEMBERS TO THE
PLANNING AND ZONING COMMISSION**

WHEREAS, three (3) positions on the Planning and Zoning Commission have terms which expired September 2017.

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

Sec. 1. THAT the Colleyville City Council hereby appoints the following persons to serve a two-year term, expiring September 2019:

- Place 5
- Place 6
- Place 7

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF ____ AYES, ____ NAYS, AND ____ ABSTENTIONS ON THIS THE 10TH DAY OF OCTOBER 2017.

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

ATTEST:

CITY OF COLLEYVILLE

Christine Loven, TRMC
Assistant 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 7g

Agenda Date 10/10/2017

Number Resolution R-17-4189

Type Resolution

Department City Secretary

Title

Consideration of appointments to the Zoning Board of Adjustment

Strategic Plan

B4- Cultivate a culture of transparency and consistent communication

Explanation

Reading and Public Hearing

There are two (2) positions on the Zoning Board of Adjustment whose terms expired September 2017. The positions were advertised and applications accepted July 3 through September 29, 2017. The incumbents were notified their term was expiring and asked to submit an application, if they wished to be considered for reappointment.

The following Board member's terms expired September 2017:

- Place 4 - Dee McNosky
- Place 5 - Raymond Allee

The applicants are listed below, and their applications are attached:

- Dee McNosky
- Sayeda Syed

The Zoning Board of Adjustment bylaws state, *"The Zoning Board of Adjustment shall consist of five (5) members and two (2) alternates, who shall be appointed by the City Council for a two (2) year term. Places on the Zoning Board of Adjustment shall be numbered one (1) through five (5), and Alternates one (1) and two (2)."* An excerpt of the Zoning Board of Adjustment bylaws is attached to this agenda briefing.

This resolution provides for City Council to consider appointments to the Zoning Board of Adjustment.

Financial Impact

There is no financial impact to the City.

Recommendation

Approve

Attachments

1. Zoning Board of Adjustment roster
2. Zoning Board of Adjustment Applications for Appointment
3. Excerpt of Zoning Board of Adjustment bylaws
4. Resolution R-17-4189

ZONING BOARD OF ADJUSTMENT

PLACE 1

Judson Orlando

3009 Scarborough Lane W.

Colleyville, TX 76034

W: (214) 456-1929

H: (205) 470-6836

judd_orlando@hotmail.com

TERM: Sep 2014 - Sep 2016

PLACE 2

Jason Elms

801 Shelton

Colleyville, TX 76034

W: (214) 661-1802

H: (817) 808-7275

jason@allengroup.com

TERM: Sep 2014 - Sep 2016

PLACE 3 - VICE CHAIR

Mike Leathers

6300 Emerald Drive

Colleyville, TX 76034

W: (817) 291-2852

H: (817) 291-2852

mikeleathers@ymail.com

TERM: Sep 2014 - Sep 2016

PLACE 4 - CHAIR

Dee McNosky

5108 Pleasant Run Road

Colleyville, TX 76034

H: (817) 320-4060

dtmcnosky@aol.com

TERM: Sep 2013 - Sep 2015

PLACE 5

Mark Collier

4727 Meandering Way

Colleyville, TX 76034

H: (972) 333-2058

mcollier@goffcp.com

TERM: Sep 2013 - Sep 2015

ALTERNATE 1

Larry Kainer

4709 Jim Mitchell Trail, East

Colleyville, TX 76034

H: (817) 267-6323

larryfkainer@hotmail.com

TERM: Sep 2014 - Sep 2016

ALTERNATE 2

Dee Kamerman

1521 Tennison Parkway

Colleyville, TX 76034

H: (817) 416-2277

deekamerman@hotmail.com

TERM: Sep 2014 - Sep 2016



Application for Appointment

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

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

1. ZONING BOARD OF ADJUSTMENT ☐
2. CLICK TO VIEW AND CHOOSE
3. CLICK TO VIEW AND CHOOSE

Name: Ms. ☒ Mrs. ☐ Mr. Dee McNosky

Address: 5108 Pleasant Run Road

Home Phone: 817-320-4060

Work Phone: _____

E-mail Address: dtmcnosky@aol.com

Fax: _____

- ☒ I understand attendance and active support is required for each appointee.
- ☒ I understand I am required to comply with the Texas Open Meetings Act training.
- ☒ I understand I must bring my own device to meetings to view packet information.
- ☒ By checking this line, I consent to the City's use and release of all information provided in this application, to include the address, telephone, and email address provided.
- ☒ Additional materials attached.

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

I have attended many training sessions provided by the City, County and State in order to understand the role of a ZBA board member. See resume for other activities.

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

To provide the citizens of Colleyville with consistent, legal, decision making. To provide relief from ordinances when it is warranted, but to maintain the vision of the citizens of Colleyville.

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

The biggest asset that Colleyville has is its citizens, who consistently maintain our community atmosphere, and work as a team to look to the future of our city. And they are supported by wonderful City employees who are the best in the region.

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

The future is always an issue that the City has to be mindful of. Decisions now, will affect the future. Maintaining what we have and still making improvements, is a careful balance. Future traffic patterns created by any new development is something that could be reviewed before there is a issue.

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

To assure that all citizens are being included in decision-making and they all have a voice. To provide more trees and green space for all to enjoy. To solve problems collectively with the best talent available for the task.

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

My vision would be a green one, with trees, places to walk safely, and where children can grow and people can live without the negative influences of crime, drugs, and violence. Priceless.

Signature: Dee McNosky Date: 7/12/17

Dee McNosky
5108 Pleasant Run Road
Colleyville, Texas 76034
Home (817) 656- 3727 Cell (817) 320-4060
dtmcnosky@aol.com

Education

Texas Woman's University, Denton, Texas, 1983-1990 M.Ed. Special Education, Minor in Administration
Widener University, Chester, Pennsylvania, 1970-1974 B.A. Psychology/Education
University of North Texas, Denton, Texas 1991 Microsoft word processing
Tarrant County Junior College Hurst, Texas 1979-1985 Real Estate license, science and history coursework

Educational Honors

Phi Theta Kappa, Phi Kappa Phi, Dean's list

Current Education Certifications

Professional-Mid-Management and Administration (PK-12)
Professional-Special Education Supervisor (PK-12)
Professional-Supervisor (PK-12)
Provisional-Physical Science (6-12)
Provisional-Life-Earth Science (6-12)
Provisional-Social Studies Composite (6-12)
Provisional-English Language Arts (6-12)
Provisional-English (6-12)
Provisional-Biology (6-12)
Provisional-Emotionally Disturbed (PK-12)
Standard-Mathematics (4-8)
Standard-English as a Second Language

Education Employment Experience

1989-present	Bedford Junior High School, Current position-Special Education Department Lead Teacher, content mastery/inclusion special education teacher Previous duties- emotionally disturbed self-contained special education teacher, algebra recovery, Saturday detention and attendance recovery teacher
Summer 1996	Assistant Principal Summer School HEB ISD
1988-1989	Alternative Education Program-Special Education teacher HEB ISD
1985-1988	Hospital program special education teacher, psychiatric and substance abuse HEB ISD
1984-1985	Harwood Junior High School-Special Education emotionally disturbed self-contained HEB ISD
Summer 1984	Teacher, Government, Psychology HEB ISD summer school.
1980-1984	Lena Pope residential placement Fort Worth and Green Oaks Hospital Dallas- special education teacher for emotionally disturbed/behaviorally disordered in residential treatment.
1972-1984	Substitute teaching, Piscataway N.J., Grapevine, Southlake/Carroll, Coppell, and HEB ISD TX.

Professional Activities

District of Innovation Committee
Special Education Curriculum Writing team
Chairperson of the Professional Consultation Committee (PCC)
PCC Executive Committee facilitating communication with the superintendent
District Innovation Committee
District Calendar Committee
District Improvement Committee
Building Improvement Committee
Campus Site Based Decision-Making Team
District Benefits and Insurance Committee
President of Hurst-Euless-Bedford Texas State Teachers' Association (TSTA)
Treasurer of Hurst-Euless-Bedford Texas State Teacher's Association (TSTA)
District Teacher of the Year Selection Committee
Social Skills Curriculum Development Committee
Special Education Advisory Committee
District Strategic Planning Committee
Peer Mediation Co/Coordinator
United Way Campus Coordinator
Key Communicator Planning Committee Member
Member of the Agency Relations Contact Team for the State Board of Education
Resource Materials Committee
Faculty Council

Community Activities

City of Colleyville

Chairperson for the Zoning Board of Adjustments (1998-Present)
Chairperson for the Sign Board of Adjustments (2000-Present)
Member of the Highway 26 Advisory Board (2001-2016)
Member of the Colleyville City Master Plan Committee (2014-2015)
Member of the Highway 26 Commercial Corridor Design Standards Committee
Volunteer Citizen's Police / Citizen's on Patrol

Church

Finance Council (2001-present)
Choir (1981-present)
Treasurer of the Guatemala Mission board of directors (2011-2017)
Mission Council (1999-2016)
Boy Scouts (1983-2006)
International Pilgrimage and tour coordinator
Fort Worth Diocese Synod representative

Relevant Training (all in HEB or District 11)

State testing administration seminars/including for STAAR ALT
RTI
PDAS Continuous Improvement
Aspiring Administrator Seminars
Aspiring Superintendent Seminars
Trained peer mediation
Natural Helpers/Peer Facilitator
NCI/CPI Non Violent Crisis Intervention (current)
C.A.R.E. team-HEB ISD Student Assistance Program
Asperger's Syndrome and Autism Seminars
CPR/ First Aid
Certified Alcohol and Drug Abuse Counselor- 2000 hrs. of inservice, 270 hrs. of drug and alcohol education in addition to passing the Texas State certification exam



Application for Appointment

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

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

1. ZONING BOARD OF ADJUSTMENT ☐
2. PLANNING AND ZONING COMMISSION ☐
3. COLLEYVILLE ECONOMIC DEVELOPMENT CORPORATION ☐

Name: Ms. ☒ Mrs. ☐ Mr. ☐ Sayeda Bilquees Syed

Address: 6705 Sapphire Circle North, Colleyville, T.X. 76034

Home Phone: (817) 400-5709

Work Phone: (817) 913-0474 (Cell Number)

E-mail Address: sbilquees@gmail.com

Fax: N/A

- ☒ I understand attendance and active support is required for each appointee.
- ☒ I understand I am required to comply with the Texas Open Meetings Act training.
- ☐ I understand I must bring my own device to meetings to view packet information.
- ☒ By checking this line, I consent to the City's use and release of all information provided in this application, to include the address, telephone, and email address provided.
- ☒ Additional materials attached.

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

M.S. in Mechanical Engineering, Member of ACC (Sapphire Enclave, colleyville), Board of Directors (Treasury Director, Sapphire Enclave colleyville). Member of SAE, ASME, PE (Pakistan)

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

i would like to volunteer because i want to use my talent, education and my professional experience to contribute my community.

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

in my opinion Colleyville is working well in construction of roads although there is always room for improvements, Colleyville Library programs for kids.

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

There are some issues like lack of diversity, lack of representation of all communities resides in colleyville. lack of businesses to generate more revenue. No aquatic center (Indoor/ outdoor) in colleyville.

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

I would like to be active on social media and the other resources that are available nowadays to connect with our community and rest of the world.

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

To make Colleyville a family-oriented and business-minded city. One that has the old-world charm of Main Street USA while looking forwards and beyond the 21st century.

Signature: Bilquees Date: 08-25-2017

SAYEDA BILQEES SYED

1

SAYEDA BILQEES SYED

6705 Sapphire Circle North, Colleyville TX 76034

USA: (817)913-0474 (H)

E-mail: sbilqeess@gmail.com

SUMMARY

- Hands on experience in product development, production and project engineering, with masters in manufacturing engineering.
- Hands on experience in chassis engineering that include; planning, production, quality, reliability, cost reduction and continues improvement of the product
- Supported and lead projects globally & a good team player, proven ability to operate across organizational boundaries to drive product reliability and process quality improvements.
- Hands-on experience in all phases of product development, product specifications, launch/on-going product and manufacturing process improvement.
- Well experienced in CAE and CAD tools.
- Strong background in Process planning, Manufacturing, Quality and Reliability , Cost Control/Reduction
- Proven ability to lead, manage and train multi-disciplinary and culturally diverse workforce.
- Excellent interpersonal and team-building skills. Strong oral and written communication skills and ability to deliver presentations to all levels of management.
- Skilled in all common Microsoft application tools, such MS-Word, Excel, Access and PowerPoint.
- Assisted in launch, supported multiple projects in Pakistan, Afghanistan (United Nation) & Japan.
- Have a working experience of Hino Motors Pakistan (with technical collaboration of Hino Motors Japan).

SKILLS MATRIX

Hands on working experience in the following discipline:

- | | |
|----------------------------------|---|
| • Manufacturing engineering | • Product Development |
| • Process planning & development | • Product Launch & readiness |
| • Project engineering management | • Productivity improvement |
| • Quality control/ assurance | • Inspection techniques |
| • Product pricing/ estimation | • Cost Reduction by process improvement |

Good Engineering & management skills in :

- | | | |
|-----------------------|--|----------------------|
| • Kaizen | • Control Plans | • Six Sigma |
| • Vendor's management | • 5"S" | • Quality road map |
| • Chassis assembly | • Cost management | • Warranty issues |
| • Weight reduction | • Time management | • Specialize vehicle |
| • Management | • Problem solving & continuous improvement | • Production |

Computer Skills: Language

- Basic & Visual Basic
- C++

Systems & Packages:

- | | |
|----------------------------------|--------------|
| • Window | • MS office, |
| • Pro E & Solid works (Familiar) | • Auto CAD |
| • MS Project | |

ACHIEVEMENTS & AWARDS

- **2005 "Certificate of Excellence "** from **Hino Motors Co.** for successful launching of **GT1J** (4x4) truck model for **Pakistan Army** and for **United Nation (Afghanistan)**.
- Quality Engineers' Competency Improvement Program for Hino Motors Pakistan
- **2002 "Certificate of Excellence"** from **Hino Motors Co.** for implementation of **Kaizen** in Assembly operation plant.
- **2002 "Certificate of Excellence "** from **Hino Motors Co.** for implementation of **5'S'** in Assembly operation plant.

PROFESSIONAL EXPERIENCE

Hino Motors Limited Pakistan:

April 2002 – August 2007

Progressive Manufacturing Department (Assembly operation Plant)

Executive Engineer

Worked as Automotive engineer , the job has provided an opportunity to develop understanding of vehicle chassis system design, component manufacturing, quality planning and vehicle assembly operations.

- Supported development and production of vehicle components like **Casting, Sheet metal, FRP and Wire Harness.**
- Worked with vendors to address all system ,subsystem and component parts and their integration into the vehicle architecture to meet targets.
- Ensure timely completion of tooling development of parts at vendors end for production.
- Review process plans and process flow charts for each component.
- Costing of Project, Selection of Appropriate vendors, necessary negotiations and final acceptance for development activities.
- Technical information / assistance to vendor in liaison with Japanese advisors to solve manufacturing/ quality/ productivity problems.
- Time scale graphs for parts development program and monitor to ensure on time completion of projects.
- Performed problem solving process by using team approach and appropriate methods.
- Delivered significant measurable improvements to design (local design modification), process, productivity, and defect prevention on under development components.
- Identified quality issues, assembly concerns to improve quality, productivity & reduce cost.
- Predict component and overall Chassis reliability as part of the Financial Accrual process.
- Promote and drive Six Sigma methodology by collaborating with plant leadership.

Army Project for United Nation

Program Engineer

- Worked on a government project for army vehicles called **GT3H & GT1J** for Army and United Nation Special project for Afghanistan.
- Managed the manufacturing team and configuration team to launch the program.
- Promote and drive Six Sigma methodology by collaborating with plant leadership.
- Led major design(local modification) and process improvement efforts within the product development and manufacturing departments to improve processes that touch internal and external customers.
- Met with the vendors to support the program and maintain the quality and reliability of the product
- Checked supplier process to follow the quality engineering philosophy.
- Provided the weekly updates to the top management regarding project.
- Forecasted the work load and manage the resources accordingly.

**N.E.D University of Engineering & Technology:
Visiting Faculty Member
Mechanical Engg. and Manufacturing Engg. Department**

Dec 2005 – July 2007

Worked as external examiner (part time) for under graduate program.

Hino Motors Karachi

June 2000 – Sep 2000

- Worked as Intern in Progressive manufacturing department (Assembly Operation Plant).

EDUCATION

MS, Mechanical Engineering (Specialization in Manufacturing Engineering) ; (2005)

N.E.D. University of Engineering & Technology, Karachi

BS, Mechanical Engineering. (2002)

N.E.D. University of Engineering & Technology, Karachi

PROFESSIONAL ASSOCIATION

- Member of **SAE, ASME, PE Pakistan**

Excerpt of Zoning Board of Adjustment bylaws

ZONING BOARD OF ADJUSTMENT BYLAWS

ARTICLE I – Identification and Purpose

The Zoning Board of Adjustment was established by the City Council of Colleyville, Texas, by Ordinance number 500 on March 8, 1966; however, several amendments to this ordinance have been approved and codified through the Colleyville Charter and the Colleyville Code of Ordinances. The purpose of the Zoning Board of Adjustment is to consider requests for a variance of a zoning regulation or to hear an appeal from an administrative decision on a regulation in Chapter 3 – Land Use Regulations; Chapter 4 – Landscaping and Buffering; and Chapter 6 – Building Design (except for requests regarding tree mitigation requests which are considered by the Planning and Zoning Commission). The Zoning Board of Adjustment shall additionally have the authority to consider requests for an interpretation of any regulation or definition contained in the Land Development Code.

ARTICLE II – Membership

- 2.1 The Zoning Board of Adjustment shall consist of five (5) members and two (2) alternates, who shall be appointed by the City Council for a two (2) year term. Places on the Zoning Board of Adjustment shall be numbered one (1) through five (5), and Alternates one (1) and two (2).
- 2.2 Members must be residents of Colleyville, Texas unless City Council waives the residency requirement.
- 2.3 Members shall serve without compensation and until their successors are appointed.
- 2.4 Members and alternates of the Zoning Board of Adjustment may be removed from office by the City Council for just cause upon receipt of written charges and after public hearing.
- 2.5 Vacancies which are created by resignation, or for any other reason, shall be filled by the City Council for the remainder of the term of the member or alternate affected.
- 2.6 If a member of the Zoning Board of Adjustment fails to maintain a seventy-five percent (75%) attendance record for all regularly scheduled meetings, the Chair or staff liaison will notify the City Secretary. City Council may, at its discretion, declare a vacancy,

RESOLUTION R-17-4189

**A RESOLUTION APPOINTING MEMBERS TO THE
ZONING BOARD OF ADJUSTMENT**

WHEREAS, two (2) place positions on the Zoning Board of Adjustment have terms which expired September 2017.

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

Sec. 1. THAT the Colleyville City Council hereby appoints the following persons to serve a two-year term expiring September 2019:

- Place 4
- Place 5

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF ____ AYES, ____ NAYS, AND ____ ABSTENTIONS ON THIS THE 10TH DAY OF OCTOBER 2017.

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

ATTEST:

CITY OF COLLEYVILLE

Christine Loven, TRMC
Assistant City Secretary

Richard Newton
Mayor



City of Colleyville City Council Agenda Briefing

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

Agenda Number 9

Agenda Date 10/10/2017

Type Report

Department City Secretary

Title

Special Events Ad Hoc Committee Minutes - August 2, 2017

Water and Wastewater Rate Advisory Committee Minutes - August 22, 2017

Special Events Ad Hoc Committee Minutes - September 6, 2017

Attachments

1. Special Events Ad Hoc Committee Minutes - August 2, 2017
2. Water and Wastewater Rate Advisory Committee Minutes - August 22, 2017
3. Special Events Ad Hoc Committee Minutes - September 6, 2017



City of Colleyville Colleyville Special Events Ad Hoc Committee Minutes

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

Wednesday, August 2, 2017
6:00 p.m.

Colleyville Library – 2nd Floor
110 Main Street

1. CALL TO ORDER

Chair Rich Hendler called the Colleyville Special Events Ad Hoc Committee to order on Wednesday, August 2, 2017, at 6:06 p.m.

ROLL CALL: Chair Rich Hendler and members Laurie Crisci, James Gulizia, Amy Redfearn, Cheryl Searle, and Elizabeth Zeitlin; City Manager Jerry Ducay, Interim Assistant City Manager and Economic Development Director Mark Wood, Marketing Coordinator Dustin Dangli, Library and Recreation Director Mary Rodne, and Administrative Assistant Kristi Isbell

Absent: Chris Putnam

2. APPROVAL OF MINUTES

June 28, 2017

A motion was made by Cheryl Searle and seconded by James Gulizia to approve the June 28, 2017 minutes as presented. The motion was approved unanimously.

3. REGULAR AGENDA ITEMS

3a Review of Calendar of Events

Mary Rodne presented the proposed Calendar of Events for the remainder of 2017 and 2018.

3b Discussion of proposed Movies in the Village

Rodne explained that the calendars included the proposed dates of the outdoor movie events on a quarterly basis, with the first movie tentatively scheduled for December 2017. Amy Redfearn questioned the desirability of hosting an outdoor movie event in December weather. Discussion ensued regarding the feasibility of hosting the event in the fall or even adding it to an existing event such as National Night Out. Members agreed that the week of Thanksgiving could be the best consideration because the school holidays would allow the use of a weeknight. Rodne agreed to pursue reserving the necessary equipment and licensure for Monday, November 20, 2017 and would inquire about using Tuesday, November 21, 2017 as a backup date.

Rodne questioned members regarding proposed 2018 movie events. Rich Hendler stated that he favored the proposal of four outdoor movie events and members agreed. Jerry Ducay stated current proposed dates provide a place holder on the calendar and the dates could be adjusted based on success and citizen feedback.

Redfearn stated that, in the past, it had been difficult to effectively market special events and that it seemed most people were unaware of all of the events hosted by the City throughout the year. Discussion ensued regarding the current forms of publicity (roadside banner, water bill insert, E-News, and social media). Cheryl Searle suggested that a visually attractive Calendar of Events could be mailed to all citizens. Jerry Ducay encouraged members to think “outside the box” regarding promotional ideas and explained that special events had a direct link to economic development and therefore worthy of funding. Dustin Dangli provided examples of publicity options such as a quarterly events calendar, an annual magnetic trifold, and more. Dangli further explained that the current water bill insert was already being redesigned.

3c Discussion of proposed Fine Arts Fair

Elizabeth Zeitlin suggested that, based on feedback from a local artist familiar with art fairs, Colleyville’s niche could be to showcase local artisans only, including former GCISD students, rather than commercial artisans. Zeitlin described the event as being a “product of our community.” Dangli stated that his research supported Zeitlin’s idea of not competing with larger art festivals with national artisans, but rather creating a fair of “homegrown” artisans. Dangli proposed the first event be held in fall of 2018 and added that it could include: art and artists from local school districts and Arts Council Northeast, a children’s craft tent, award categories similar to a county fair, local musicians, and food trucks. Additionally, Hendler proposed that the event could include a local photography element and Zeitlin suggested that an event t-shirt could feature the winning art from a contest.

3d Discussion of proposed Farmer's Market

Mark Wood provided information on Four Seasons Markets, a farmer’s market vendor that contracts with several local cities. Wood stated that a meeting was scheduled for the near future between City of Colleyville officials and the vendor in order to tour The Village at Colleyville and discuss possibilities. Wood stated that, in general, Four Seasons Markets were scheduled on a weekly basis. Hendler suggested a hybrid type event – a farmer’s market combined with fine arts – on a seasonal basis even if a weekly farmer’s market is not recommended. Wood explained that, typically, farmer’s markets and fine arts fairs are not combined. Discussion ensued regarding the desire to acquire and maintain quality vendors.

3e Discussion of items for future agendas

The next regularly scheduled meeting was set for Wednesday, September 6, 2017.

Ducay requested the inclusion of a possible concert series on a future agenda and some discussion occurred on the possibility of this type of event.

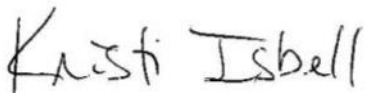
Gulizia questioned the possibility of including a presentation from Four Seasons Markets at a future meeting.

4. ADJOURNMENT

A motion was made by James Gulizia and seconded by Amy Redfearn to adjourn the meeting of the Special Events Ad Hoc Committee at 7:25 p.m. The motion was approved unanimously.

APPROVED BY A VOTE OF 6 AYES, 0 NAYS, AND 0 ABSTENTIONS ON THIS THE 6th DAY OF September, 2017.

Minutes taken and prepared by:

A handwritten signature in black ink that reads "Kristi Isbell". The signature is written in a cursive, slightly slanted style.

*Kristi Isbell
Administrative Assistant*



Water and Wastewater Rate Advisory Committee MINUTES

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

August 22, 2017
6:00 p.m.

Executive Conference Room
Third Floor – City Hall

Chair Susan Mathisen called the Water and Wastewater Rate Advisory Committee meeting to order on August 22, 2017, at 6:00 p.m.

ROLL CALL: Chair Susan Mathisen, Vice Chair Gerald Gibson, and Committee members Raymond Allee, Thomas Bauch, Claudia Beville, James Dove, Jeff Gilstrap, Anthony Seris, Tim Raine, and Samuel van Bever were present.

City Manager Jerry Ducay, Strategic Services Manager Adrienne Lothery, Public Works Director Jeremy Hutt, and Chief Financial Officer Shereen Gendy were also present, as were Mayor Pro Tem Bobby Lindamood and Councilmember George Dodson.

2. REGULAR AGENDA ITEMS

2a Introductions, overview of Committee charge, and discussion of water and wastewater rates

Chair Mathisen welcomed the Committee and all Committee members, staff, and Councilmembers present were introduced.

Manager Lothery presented the presentation included with the agenda packet reviewing Committee accomplishments to-date and providing an overview of the Committee's new charge. The Fiscal Year (FY) 2018 Utility Fund budget and associated water and wastewater base rates were also presented, as well as the anticipated volumetric charges based on preliminary information from the Trinity River Authority (TRA). The FY 2018-2022 Capital Improvement Plan utility projects were also presented.

As a part of this presentation, Manager Lothery explained that based on the FY 2018 proposed Utility Fund expenditures, water and wastewater base rates could be lowered in FY 2018. Staff's recommendation is to take the incremental difference from lowering the base rate and use it to establish a capital projects base rate, which would maintain the current base rate in total. Establishing a capital projects base rate would provide the ability to begin saving cash for future utility capital projects, once current available cash is spent, ultimately avoiding or limiting the future need for debt.

Chair Mathisen explained that the main priority to accomplish at this Committee meeting was to determine whether the Committee supports this recommendation,

in order to advise the City Council as they consider FY 2018 base rates at the September 5 and 19, 2017 City Council meetings.

The Committee discussed the recommendation and asked several questions. Director Hutt provided a recap of the 2014 Water and Wastewater Master Plan and time horizon of projects identified in that plan. Manager Lothery explained that the typical annual operating surplus in the Utility Fund of about \$700,000-\$800,000 is largely due to the way TRA invoices the City for volumetric charges, invoicing 1.2 times the actual published volumetric rate in order to provide for TRA's cash flow needs. At the end of the year, TRA does a "true up" and either sends a refund or an invoice for additional costs, based on Colleyville's contractual obligations for the City's fair share of TRA's costs.

Manager Lothery explained that if a capital projects base rate were established using the incremental difference from lowering the water and wastewater base rates, it would generate an estimated \$170,000 annually for future utility capital projects. The Committee discussed the reasons why building up this funding now would be a good idea, as well as why not. City Manager Ducay explained that building up cash now avoids or limits the amount of debt needed for utility capital projects beyond the current 5-Year Capital Improvement Plan, which is fully funded.

The Committee agreed that lowering the water and wastewater base rates for FY 2018, to only collect the revenue needed for operations, was preferred. There was also consensus on using the incremental reduction amount (\$1.57 for the typical residential customer) to create an initial capital projects base rate, which will maintain current base rates (2017) in total. Further, the Committee supported proposed changes to the utility bill format that clarify what each individual charge is for, and listing the capital projects base rate as a new separate charge. Chair Mathisen commented that reflecting the users' share of utility operating costs in the base rate and distinguishing that from those of utility capital improvements is consistent with committee's desire to maintain equity and transparency in Colleyville's Utility Billing practices.

Vice Chair Gibson made a motion to recommend that the City Council lower the water and wastewater base rates for FY 2018 and add a capital projects base rate in the amount of the reduction. Tom Bauch seconded the motion.

The motion carried by the following vote:

Aye: 10 – Chair Susan Mathisen, Vice Chair Gerald Gibson, and Committee members Raymond Allee, Thomas Bauch, Claudia Bevill, James Dove, Jeff Gilstrap, Anthony Seris, Tim Raine, and Samuel van Bever

2b Discussion of future Committee meeting dates

Chair Mathisen provided information on planned dates for future Committee meetings- October 2, 2017, October 16, 2017, and potentially October 30, 2017. The meetings are planned for 6:00 p.m. in the Executive Conference Room at City Hall.

3. ADJOURNMENT

There being no further business before the Committee, Chair Mathisen adjourned the meeting at 7:26 p.m.

Minutes taken and prepared by:

*Adrienne Lothery
Strategic Services Manager*

Meeting minutes approved at the October 2, 2017 Water and Wastewater Rate Advisory Committee meeting by a vote of 8 Ayes and 0 Nays.



City of Colleyville Colleyville Special Events Ad Hoc Committee Minutes

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

Wednesday, September 6, 2017
6:00 p.m.

Colleyville Library – 2nd Floor
110 Main Street

1. CALL TO ORDER

Chair Rich Hendler called the Colleyville Special Events Ad Hoc Committee to order on Wednesday, September 6, 2017, at 6:06 p.m.

ROLL CALL: Chair Rich Hendler and members Laurie Crisci, Chris Putnam, Amy Redfearn, Cheryl Searle, and Elizabeth Zeitlin; Assistant City Manager and Economic Development Director Mark Wood, Marketing Coordinator Dustin Dangli, Library and Recreation Director Mary Rodne, Administrative Assistant Kristi Isbell; and citizen Julie Schurman

Absent: James Gulizia

2. APPROVAL OF MINUTES

August 2, 2017

A motion was made by Laurie Crisci and seconded by Amy Redfearn to approve the August 2, 2017 minutes as presented. The motion was approved unanimously.

3. REGULAR AGENDA ITEMS

3a Discussion of proposed Movies in the Village

Mary Rodne provided information on the first Movies in the Village event scheduled for November 20, 2017. Rodne stated that the vendor Blue Moon Cinema agreed to honor our request for a back-up date of November 21, 2017 and would also play a PowerPoint presentation, prior to the movie that could include marketing of upcoming events. Rodne added that the movie licensing for *Despicable Me 3* would be provided through Swank Motion Pictures. Rodne provided general details of the two agreements and stated that the estimated total cost of these agreements is \$1,364.00.

Rodne questioned, in consideration of the So Cal Tacos food truck at the event, if we should sell popcorn at a nominal fee or provide it free of charge to attendees. Chris Putnam, Rich Hendler, and Cheryl Searle supported the idea of a "free family movie night" and requested the popcorn and hot chocolate should be free of charge.

Rodne provided information on the anticipated sunset time for that evening and the committee agreed to schedule the movie to begin at 6:30 p.m.

Searle questioned which movie would serve as a back-up to *Despicable Me 3* should it not be released on DVD in time for the event. Rodne provided information on the most popular holiday movie titles, according to Swank Motion Pictures, and the committee agreed to consider the movie *Elf* as the top back-up option.

3b Discussion of proposed Farmer's Market

Mark Wood explained that the first Farmer's Market is tentatively scheduled for March 2018 in order to allow time to finalize agreements, implement a joint marketing plan with Four Seasons Markets, update property landscaping, and have improved visibility due to progression of road construction. Wood stated that Four Seasons Markets, has secured and would be responsible for scheduling approximately 40 vendors. Discussion ensued regarding the desire for local businesses to have the option to participate in the Farmer's Market, yet still maintain standards on types and variety of products sold. Wood explained that the City would market jointly with Four Seasons Markets as well as through the City's water billing, website, and social media. Citizen Julie Schurman attended meeting in support of the Farmer's Market and agreed with desire to include local businesses, if possible, and added that community involvement in this event would increase exposure to the Village at Colleyville.

3c Discussion of proposed Fine Arts Fair

Dustin Dangli stated that Arts Council Northeast indicated interest in partnering with this event. Dangli stated the event is tentatively scheduled for September of 2018 in order to avoid competition with other area fine arts fairs, to avoid conflict with current City and local support organization events, and also to provide a marketing opportunity for Arts Council Northeast's big November event. Discussion ensued regarding the best date to include student involvement and school art programs. Elizabeth Zeitlin reminded of previous discussions regarding an art contest to create the logo that could promote the event on signage and/or t-shirts. Chris Putnam added that City Council had been looking for opportunities to partner with GCISD. Amy Redfearn suggested contacting the GCISD Director of Fine Arts rather than contacting each individual art instructor. The committee agreed to pursue September 29, 2018 as the tentative date for the first Fine Arts Fair.

3d Discussion of items for future agendas

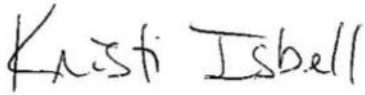
Rodne requested discussion to revisit the proposed concert series. Putnam requested a discussion on the feasibility of adding a parade to the current patriotic event and the inclusion of a wine and cheese tasting at an event. Redfearn requested information on the proposed usage of the new property purchased by the City in front of City Hall.

4. ADJOURNMENT

A motion was made by Cheryl Searle and seconded by Laurie Crisci to adjourn the meeting of the Special Events Ad Hoc Committee at 7:15 p.m. The motion was approved unanimously.

APPROVED BY A VOTE OF 4 AYES, 0 NAYS, AND 0 ABSTENTIONS ON THIS THE 4th DAY OF October, 2017.

Minutes taken and prepared by:

A handwritten signature in black ink that reads "Kristi Isbell". The signature is written in a cursive, slightly stylized font.

Kristi Isbell
Administrative Assistant



City of Colleyville City Council Agenda Briefing

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

Agenda Number 9

Agenda Date 10/10/2017

Type Report

Department City Manager

Title

Annual activity report of the Colleyville Economic Development Corporation

Explanation

The Colleyville Economic Development Corporation Bylaws require that the Board make an annual report by February 1 to the City Council, *"reviewing the accomplishments of the Corporation for the preceding year and the activities of the Corporation for the budget year."* Attached is the annual report that was reviewed by the Colleyville Economic Development Corporation Board at the August 24, 2017 meeting.

Attachments

1. Annual activity report of the Colleyville Economic Development Corporation

FY 2017 ANNUAL REPORT
OF THE COLLEYVILLE ECONOMIC DEVELOPMENT CORPORATION

Accomplishments and activities for FY 2017 are described below.

Revenues:

Sales tax revenue from a half-cent sales tax approved by Colleyville voters in 1996 is the primary source of revenue for the Colleyville Economic Development Corporation (CEDC). The FY 2017 budgeted sales tax revenue was \$1,750,000, with year-end projections expecting to exceed that amount with a total of \$1,850,000 in sales tax collections. Through August 2017, sales tax collections total \$1,402,879, which is up 1.35% from the prior year.

Operating Expenditure/Activities:

In FY 2017, the CEDC provided funding for the following operating expenditures and activities.

- Debt service for FY 2017 of \$601,872
- The special events supported with CEDC funding- Red, White, & Sousa, Colleyville Old Tyme BBQ, Haunted Trail Fest, and the Christmas Tree Lighting Celebration- continue to be successful and staff plans to enhance these events whenever possible.
- Funding for economic development promotional activities has provided for marketing of City events and activities.
- In FY 2017, the CEDC continued funding for four part-time library positions in the youth services area, a recreation specialist for the senior center, and partial funding for the marketing coordinator position.
- Technology costs for the Library, Senior Center, and Colleyville Center including software licenses, computer replacements, and a network switch

Capital Expenditure/Activities:

In FY 2017, the CEDC provided funding for the following capital expenditures and activities.

- Replacement of the icemaker in the Colleyville Center kitchen
- Year 1 funding for annual replacement of a portion of round banquet tables at the Colleyville Center and purchase of additional classroom-style tables to accommodate the more frequent requests and use by clients
- Replacement of service countertops and storage cabinets at the Colleyville Center
- Purchase of six park benches and two decorative garbage cans, to be installed in the outdoor areas of the Colleyville Center, will further beautification efforts underway City-wide.

- Replacement of original office blinds with wood shutters, similar to the replacement funded in the prior year for the small meeting room
- Emergency replacement of a rooftop HVAC unit at the Colleyville Center
- Improvements at the L.D. Lockett Park Cotton Belt Trailhead were completed. The location now includes a pavilion and restrooms, with a ribbon cutting anticipated in September 2017.
- City Park did not have mow strips under the fence lines. Funding from the future projects category provided for the installation of mow strips at three of the large fields at City Park in FY 2016, and the remainder in FY 2017. Mow strips increase the efficiency with which the park is mowed and edged and provide for a much cleaner aesthetic.
- The Parks Master Plan update is well under way in FY 2017, but a portion of the funding will be rolled forward to FY 2018 in anticipation of some expenditures actually occurring next fiscal year. The update is expected to be complete by the end of the 2017 calendar year.

RESOLUTION R-17-4190

**A RESOLUTION APPROVING CITY COUNCIL ACTION
UNDER BUSINESS AT THE REGULAR CITY COUNCIL MEETING OF
OCTOBER 10, 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 10TH DAY OF OCTOBER 2017.

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

ATTEST:

CITY OF COLLEYVILLE

Christine Loven, TRMC
Assistant City Secretary

Richard Newton
Mayor