



City of Colleyville Parks and Recreation Advisory Board Agenda

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

Monday, January 8, 2018
6:00 p.m.

Colleyville Public Library
110 Main Street - 2nd Floor

- 1. CALL TO ORDER**
- 2. APPROVAL OF MINUTES**
 - 2a** Approval of October 2, 2017 meeting minutes
 - 2b** Approval of the Joint City Council and Parks and Recreation Advisory Board Workession Minutes of December 6, 2017
- 3. REGULAR AGENDA ITEMS**
 - 3a** Discussion of the future use of Bidault House and Webb House
 - 3b** Discussion of future meeting dates
- 4. REPORTS**

Recreation Update
Parks Update
- 5. CITIZEN COMMENTS/PRESENTATIONS REGARDING ITEMS NOT ON THE AGENDA**
- 6. ADJOURNMENT**

I hereby certify this agenda was posted on City Hall bulletin boards Friday, January 5, 2018 by 5:00 p.m.

Christine Loven, TRMC
City Secretary

A quorum of the Colleyville City Council and/or any other Colleyville Board, Commission, or Committee may be in attendance 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 Administrative Assistant at least 48 hours in advance at 817.503.1180, and reasonable accommodations will be made to assist you.



City of Colleyville

Parks and Recreation Advisory Board DRAFT MINUTES

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

Monday, October 2, 2017
6:00 p.m.

Colleyville Public Library
110 Main Street - 2nd Floor Meeting Room

1. CALL TO ORDER

Chair Hillary Schwanbeck called the meeting of the Parks and Recreation Advisory board to order on October 2, 2017, at 6:03 p.m.

Present: Chair Hillary Schwanbeck, Vice Chair Mitali Mandlekar, Board Members Rich Hendler, Cliff LeBlanc, Natalie Genco, Ajit Purandare, and Jim Hasenpflug. Youth Sport Associations Liaisons: Colleyville Soccer Association representative Nathan White. City staff: Parks Manager Heather Dowell, Senior Center and Recreation Manager Lisa Escobedo and Administrative Secretary Julie Prewitt.

Absent: Board member John Hillebrand. Youth Sport Associations Liaisons: Colleyville Baseball Association Brenton Johnson, Colleyville Lacrosse Association representative Erika Davis-Noble and Colleyville Girls Softball Association representative Matt Koch.

2. APPROVAL OF MINUTES

July 10, 2017

September 13, 2017

Administrative Secretary, Julie Prewitt, received an email request from Board member Mitali Mandlekar to make a wording change to the July 10, 2017 minutes prior to the meeting tonight. The requested rewording was handed out to all board members present. Below is July 10, 2017 requested change from board member Mitali Mandlekar:

Board member Rich Hendler asked previous Parks and Recreation Advisory board members if the quarterly meetings worked out. Board member Mitali Mandlekar, answered the quarterly meetings worked out fine, Manager Dowell can reach out to the board to attend meetings with the consultant. Board member Mandlekar stated that before we change our meeting frequency this year, we need to see how this would work with our requirement to visit with the consultant for the master planning process. If we have a (board) meeting scheduled on one day but the consultant is coming in (out of town) on another day to visit with us, we want to make sure that these meetings are scheduled such that we have a quorum and

board members are also available to attend as many master plan process meetings as possible.

Chair Hillary Schwanbeck asked the board if there were any further changes to consider. Board member Jim Hasenpflug requested defiantly to be changed to definitely at the bottom of page 5, to the July 10, 2017, minutes attached to the agenda packet.

Board member Jim Hasenpflug moved to approve the July 10, 2017 meeting minutes with the afore mentioned changes and to approve the September 13, 2017 minutes as written. Board Member Rich Hendler seconded the motion. The motion carried unanimously.

3. REGULAR AGENDA ITEMS

3a Update on Parks, Recreation and Open Space Master Plan

Parks Manger, Heather Dowell, gave the board an update on the Parks, Recreation and Open Space Master Plan as to date.

Board Member Natalie Genco asked if the online/paper surveys were all from Colleyville residents. Manager Dowell stated no, the survey is open to all residents and participants of activities. Board member Genco asked if Manager Dowell knew the number of Colleyville residents that completed the survey. Manager Dowell stated the consultant has the breakdown of residents that completed the survey. The mail survey was all Colleyville residents.

Board member Mitali Mandlekar asked if any feedback has been received from the public meeting. Manager Dowell stated the consultant will provide an update.

Manager Dowell informed the board that Brandstetter Carroll will take the mail survey and the online survey and provide a side by side synopsis, and finalize the public workshop, then provide a summary. The consultant is completing the gaps analysis mapping and will meet with the Colleyville elementary students October 24th or 25th.

Board member Natalie Genco asked why we are going to the elementary school. Manager Dowell stated to get feedback from the children, versus what the parents would like.

Manager Dowell continued to update; the consultant will work on preparing a presentation to the steering committee to summarize all of the engagement and analyses to verify all the information requested in the RFP has been addressed. Then Brandstetter Carroll will work on a presentation for the Parks and Recreation

Advisory Board and City Council to make a plan for the draft. We should be moving from draft to final around the first of the year.

3b Overview of the Colleyville Youth Soccer Association

Nathan White, spoke on behalf of the Colleyville Soccer Association. Mr. White wanted to inform the board that the Pleasant Run Practice fields, as far as he knows, are the most used fields/park land in Colleyville and the only set of park land that has no restrooms. We are moving in the right direction, the land is now irrigated and lit. Tonight there are probably 1,500 kids using the fields.

Manager Dowell, stated the Pleasant Run Complex is in the Master Plan and they have added an additional Port-a-let to the practice side. Manager Dowell realizes there is limited space at the practice fields and has recently seen a small rest room building that would work perfectly, and that would be able to tie into the new water line.

Board member Ajit Purandare asked what type of time frame is being considered. Manager Dowell stated once the Master Plan is approved and City Council identifies funding, then Parks and Recreation Advisory Board identifies priorities, we will be able to see where this item is ranked.

Board Member Rich Hendler asked if the small restroom is movable. Manager Dowell stated it would be brought in on a crane, it's pre-constructed.

Board Member Rich Hendler informed Mr. White he had requested the Colleyville Soccer Association come to give a presentation. Board member Hendler asked Mr. White, 300 kids practice a night? Mr. White stated on a Monday night, Tuesday and Thursday are our busiest and there is maybe 600 kids practicing a night. Mr. White stated there are 1,500 kids total. Board member Hendler asked, so practice is an hour or hour and a half, how do you divide that up? Mr. White answered practice is an hour to two hours depending on age of child.

Board member Hendler asked if all the teams are happy with their slots. Mr. White stated there is not much choice, they all get a chance to sign up for a time to practice.

Board member Hendler asked why we did not play games this past Saturday. Manager Dowell stated that the soccer fields are closed right now for over seeding and will be reopened October 6, 2017.

Board member Rich Hendler asked about the ages of the teams, and which age group has the most. Mr. White stated most teams are between U6 and U9 (about 900 of the kids), once the children get to middle school a lot of kids choose to play football. We have U3 and U4 teams, there are not that many.

Board member Hendler asked if there were other things desired for the park, besides practice fields and restrooms. Mr. White answered it would be great if there were shade structures, but restrooms are paramount.

Board member Rich Hendler asked about the driving in and out of the park. Board member Ajit Purandare answered it hasn't been that bad, it is a one-way loop right now.

Board member Hendler asked if we are still good neighbors with the Lutheran Church there. Manager Dowell stated we share back and forth and they allow us to park at the school. Board member Ajit Purandare stated he has not heard of any issues. Mr. White stated they have rented out space at the church to take soccer pictures.

Board member Hendler asked if the teams are co-ed or boys/girls. Mr. White stated the U3 and U4 are co-ed, once the children reach the age of 5, boys play boys and girls play girls.

Board member Natalie Genco asked over the past five years has the number of kids playing increased or decreased. Mr. White stated the total number of participants have increased every year. Board member Genco asked by what percentage. Mr. White stated it goes up by small increments.

Board member Cliff LeBlanc asked if there is a capacity issue. Mr. White stated no, we can schedule the games earlier and later. Practice fields would be a different story, we would have to use other parks.

Board member Rich Hendler thanked Mr. White for coming.

4. REPORTS

4a Recreation, Athletics, and Senior Center Report

Recreation and City Events Manager, Lisa Escobedo, started her update with recreation. Since the last meeting in July we have finished summer programming, with over 1,000 participants and all the summer camps making. In the past we have had to cancel a couple of camps, all the camps making this summer was a big accomplishment. All of the youth athletic associations have started their fall seasons. This summer's volleyball league has been the largest to date. Fall volleyball started recently, it also is the largest fall league to date. We were told the Field House in Grapevine did not have enough teams to have a fall league this year.

Board member Ajit Purandare asked which Field House. Manager Escobedo stated the Grapevine Mills location.

Board member Jim Hasenpflug asked if the Field House was a third party business. Manager Escobedo stated yes, they have teamed up with the City of Grapevine for youth volleyball and basketball.

Board member Ajit Purandare asked if that was a relatively new partnership between the Field House and City of Grapevine. Manager Escobedo stated it started last December.

Board member Natalie Genco asked where we play volleyball games. Manager Escobedo stated we use GCISD middle school gyms; Heritage Middle School, Colleyville Middle School, and sometimes Crosstimbers Middle School. We really work with the school district and schedule around their programs. Currently we utilize four gyms.

Board member Rich Hendler asked if the volleyball league is still recreational. Manager Escobedo stated our volleyball league is very much recreational, it is a great place to come and try volleyball and learn the fundamentals.

Board member Hillary Schwanbeck asked what age do children start playing in the volleyball league. Manager Escobedo stated they can start as young as 6, we have a 10 and under league.

Manager Escobedo informed the board that Colleyville's recreation has recently formed a partnership with a select team, Tejas Volleyball Club; allowing our volleyball league participant to attend their volleyball clinics. Colleyville volleyball league members can sign up for \$5 and attend a Tejas's clinic, it gives the children the opportunity to get better practice and coaching.

Board member Rich Hendler asked if the connection with GCISD is a good relationship, is it working well. Manager Escobedo stated yes, she works well with GCISD, she works with them very closely using the GCISD software system to schedule the use of GCISD facilities for volleyball, and Lacrosse as well.

Board Member Rich Hendler asked if Lacrosse has multiple seasons as well. Manager Escobedo stated yes, they go year round.

Manager Escobedo stated GCISD works with us, they will call and let me know if the city's use of space is going to be cancelled and will suggest a different location for our use.

Board member Rich Hendler stated a community center with potential for court areas sounds a lot better than a fitness center.

Manager Escobedo moved on to tell the board about Tennis; the fall Tennis leagues continue to be very popular with 13 teams playing at City Park.

Board member Rich Hendler asked to give a description of the leagues. Manager Escobedo stated the leagues are all adults, the teams are made up of men and women's teams with 2 or 4 players. Board member Hendler asked if the skill level was intro or medium. Manager Escobedo stated there are all different levels and rankings. Board member Hendler asked if it was all adults. Manager Escobedo stated yes, all adults.

Manager Dowell informed the board they teach a lot of children out at the tennis courts. There is a tennis pro that comes in and teaches. Manager Escobedo stated those are lessons.

Board member Rich Hendler asked how many courts are at City Park. Manager Dowell stated we have 6 courts at City Park, and they are heavily used.

Board member Rich Hendler asked about scheduling, do the leagues have their own time and then there is open play as well. Manager Dowell stated they are busy.

Manager Escobedo continued her update, letting the board know the Senior Center held their Annual Senior Health Fair on September 8, 2017. There was over 40 vendors and 80 plus participants.

Board Member Rich Hendler asked if there was a better time to come see the Senior Center, I am very interested in that site. Manager Escobedo stated Tuesday and Thursday's have a number of activities and the 1st and 3rd Friday's have Meals on Wheels luncheons.

Upcoming activities at the Senior Center will be the Halloween Dance Party on October 19, 2017. On December 13, 2017 the Annual Senior Holiday Party will be held.

Board member Rich Hendler asked how many seniors we have using the facilities. Manager Escobedo stated our active membership is up to 650.

Board member Cliff LeBlanc asked when the dinner with Santa was being held. Manager Escobedo stated the Lions Club holds the Breakfast with Santa and is usually the first Saturday of December. The City's Christmas Tree Lighting will be the first Friday of December.

Board member Mitali Mandlekar asked if a Halloween Dance party was mentioned, is that just for the seniors. Manager Escobedo stated yes, it is for the seniors.

Board member Natalie Genco asked about the Christmas tree decoration contest, is that Park and Recreation or a City event. Manager Dowell stated a City event.

Board member Rich Hendler asked about his email request to have Colleyville Soccer Association and Colleyville Softball Association invited to present at tonight's meeting. Board member Hendler further inquired if it was correct that by the time tonight's agenda was prepared, Colleyville Softball had not answered? Manager Dowell stated Colleyville Softball responded this past Friday, they could not make it. Manager Dowell stated we will ask them again to come to the next meeting.

4b Parks Report

Manager Dowell informed the board the Parks Department has been busy keeping everything alive and mowed during the summer heat and getting the fields ready for the fall Soccer and Baseball/Softball season. Manager Dowell stated we are working with an outside Tournament Team to use our fields throughout October on Sundays. This is a test season and it has been working really well, this is another way to create some extra revenue.

Board member Jim Hasenpflug asked if the tournaments are creating an overuse of the fields. Manager Dowell stated not at this time. This year we are allowing the baseball and softball leagues to practice on the fields. They are not hard on our fields, it's the mounds that get torn up.

Manager Dowell informed the board since the purchase of the property South of City Hall we have reworked the area, including installing an irrigation system, planting 13 Lace Bark Elms around it to go with The Village's theme and seeded the property. The City has also purchased the land east (in front of City Hall) as well. The Parks Department's irrigator is installing an irrigation system at this time. This will complete our green space, festival area, to hold events.

Board member Natalie Genco asked how long ago the City purchased the east land. Manager Dowell stated she believes in the past month.

Board member Ajit Purandare asked if the land, Manager Dowell was referring to is the land south of City Hall. Manager Dowell stated yes, we own that entire lot and it is all irrigated.

Chair Hillary Schwanbeck stated she is thankful the City has purchased that area.

Board member Natalie Genco stated it is a great area.

Manager Dowell stated as time progresses we will add landscaping improvements and benches.

Board member Cliff LeBlanc asked about a reference to the road out front being removed. Manager Dowell stated there has been discussion of the road being closed, removed or just being closed off.

Board member Mitali Mandlekar asked if there is a concept being developed for the land. Manager Dowell stated not yet. Board member Mandlekar stated it would be nice instead of things just falling in place over time. Manager Dowell stated there is a discussion to have someone come in and create a plan, there is a lot of items being discussed and now we have a place to hold them.

Board member Rich Hendler stated there is a group that has stepped forward to do the Farmer's Market.

Board member Natalie Genco asked where is the Farmer's Market going to be held. Board member Hendler motioned to the lot out front.

Board member Rich Hendler invited the board to attend the Events Ad Hoc Committee meetings, they are on Wednesday nights at 6pm.

Board member Mitali Mandlekar stated now that we know we have this piece of land, there will be several people approaching us about what we potentially could be doing there. We need to have a plan. Manager Dowell stated the big thing is, it is not being programmed as a park, and the land is a green space.

Manager Dowell continued with her update, letting the board know the parks department has re-landscaped City Hall with drought tolerant plants to tie in with the recently planted landscape around the Library.

The board members stated it looks fabulous.

Manager Dowell moved on to the ball fields update; the Colleyville Soccer Association worked with them this summer to shut down Pleasant Run Practice's lower portion of the fields to rework them with compost and reseed. The road project has been rough on the fields, and has removed a light. The road project is also going to be adding a new trail through the front, and a new wrought iron fence on the front of the practice facility. Currently the fields are closed for Rye grass to grow.

Manager Dowell informed the board L D Lockett park is now open and being heavily used.

Board member Mitali Mandlekar asked who the contractor for L D Lockett Park was. Manager Dowell stated C. Green Scaping.

Manager Dowell informed the board the new fiscal year has begun and they are in the process of renewing contracts. We did not re-new the contract with The Lawn Firm, instead we are hiring 2 new employees to maintain the landscape.

Board member Jim Hasenpflug asked if the new hires are experienced or is Manager Dowell going to train them. Manager Dowell stated she has just started the process, her plan is to train them and then send them through the Master Gardner Program and Master Naturalist Program.

Board member Natalie Genco asked if Manager Dowell is a Master Gardner. Manager Dowell stated no, she has a degree in Horticulture.

Manager Dowell let the board know the Parks Department will be working on other projects as well; some medians and pots in front of City Hall and in The Village.

Manager Dowell informed the board they will be working with Keep Colleyville Beautiful, hosting a first Annual Arbor Day event along with Keep Colleyville Beautiful's Pumpkin Mash Dash Run. Currently we are prepping the Nature Center for the October 21st Haunted Trails Event.

Board member Natalie Genco asked who scares the people. Manager Dowell stated they are high school students. Board member Genco asked are they volunteers. Manager Dowell stated yes.

Board member Cliff LeBlanc asked what time is the event. Manager Escobedo stated 6:30 p.m. to 9:00 p.m.

Chair Hillary Schwanbeck asked if the costume contest will be held again this year. Manager Escobedo stated yes.

Manager Dowell informed the board National Night Out will be held tomorrow night on field 9 and the new south lot.

Board member Rich Hendler asked where is the game. Manager Dowell stated at City Park, behind the library.

Manager Dowell let the board know Manager Escobedo and herself have been working on recruiting more events and tournaments in the parks. They have gained a lot of tournaments and this past weekend there was an event at McPherson Park, The Starry Night walk/run. This weekend The Special Olympics is holding their Bocce Ball tournament at McPherson Park.

Manager Dowell informed the board the Master Plan update progress continues.

Board Member Natalie Genco asked when is the anticipated date for the Master Plan to be ready for a vote. Manager Dowell asked officially? Board member Genco asked what the process is, will they bring it to this board first. Manager Dowell stated yes, it will go to the steering committee then the Park Board, and onto Council. Then the draft process will begin. The draft Master Plan will come back to the Parks Board and Council, and then it will come back for final approval. The timing plan is to be in draft mode around the first of the year.

Board member Cliff LeBlanc suggested the board have a special meeting instead of waiting three months. Manager Dowell stated when the consultant comes back to begin the draft, she will set up a meeting, just like last time.

Board member Mitali Mandlekar asked if the consultant will develop a long term plan and a year by year. Manager Dowell stated the consultant will do a year by year, for a 10 year period. The plan will have a heavy 5 year plan, and continue out to 10 years. Board member Mandlekar asked if the consultant will give a presentation of the plan. Manager Dowell stated yes.

Board member Natalie Genco asked if the last Master Plan was approved, but not implemented. Manager Dowell stated it was approved, it didn't have a full implementation plan that lined everything out line by line. Board member Genco asked if Manager Dowell knew what percentage of the prior plan was implemented. Manager Dowell stated no, she does refer to the plan to help answer questions about trails.

Board Member Natalie Genco asked to clarify reference to trails, does it include sidewalks. Manager Dowell stated this includes just trails, the Sidewalk Committee is working on sidewalks. Before we finish we will come together before finishing the Master Plan.

Board member Rich Hendler stated one of the benefits of the consultant chosen was the heavy citizenry input on the Master Plan.

Board member Natalie Genco stated she was thrilled to hear there is a Sidewalk Committee again. The last vote on a Master Plan there was one, but it never came together with any findings.

Board member Rich Hendler asked if the land between the Alpacas on L D Lockett and Bransford Road was available for a possible dog park. Manager Dowell stated the land belongs to the city.

Board member Jim Hasenpflug asked to re-identify what property was being referred to. Manager Dowel stated from the corner of Bransford Road and L D Lockett Road down past Westcoat Drive just before L D Lockett Park.

Board member Jim Hasenpflug asked if the area where McDonwell School Road dead ends into Westcoat Drive, just to the east of that intersection, is that area private property. Manager Dowell stated yes, one owner.

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

Chair Hillary Schwanbeck stated there are no citizen comments.

6. ADJOURNMENT

Board member Cliff LeBlanc moved to adjourn the meeting, and board member Natalie Genco seconded. Motion carried unanimously. Chair Hillary Schwanbeck adjourned the meeting at 7:23 p.m.

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

Minutes taken and prepared by:

*Julie Prewitt
Administrative Secretary*



City of Colleyville City Council and Parks and Recreation Advisory Board Joint Worksession Minutes

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

Wednesday, December 6, 2017
5:00 p.m.

Executive Conference Room
Third Floor – City Hall

Mayor Richard Newton called the joint City Council and Parks and Recreation Advisory Board to order at 5:00 p.m.

Round table self-introductions and roll call:

Present: Mayor Nancy Coplen, Richard Newton, Mayor Pro Tem Bobby Lindamood, Councilmembers Tammy Nakamura, Kathy Wheat, George Dodson, and Mike Taylor. Parks and Recreation Advisory Board Vice Chair Mitali Mandlekar, board members Natalie Genco, Rich Hendler, Cliff LeBlanc, John Hillebrand, Ajit Purandare, and Jim Hasenpflug.

Also Present: City Manager Jerry Ducay, Assistant City Managers Adrienne Lothery and Mark Wood, Parks Manager Heather Dowell, Recreation Manager Lisa Esobedo, Community Development Director Ben Bryner, Principal Planner Felix Landry, and City Secretary Christine Loven.

2. PRESENTATION AND DISCUSSION

2a Presentation and discussion of the Park, Recreation and Open Space Master Plan

Parks Manager Heather Dowell introduced representatives of Brandstetter Carroll, Inc., the City's Parks, Recreation, and Open Space Master Plan consultant: Larry Brandstetter, Principal; Patrick Hoagland, Principal in Charge; and Elizabeth Holser, project manager. Mr. Hoagland provided a presentation which highlighted the work and results to date.

Mr. Hoagland provided a summary of the public engagement, open house, and stakeholder group meetings, and the mailed and web available survey results. The presentation also covered a park and facility service areas and benchmarking summary.

Councilmember Taylor asked how many citizens responded to the survey and how we tracked if those completed on line were duplicates. Mr. Hoagland responded 1,500 surveys were mailed and they were hoping to receive 300 – there were 534 responders to the mailed survey; and 1,410 responded to the web survey.

There was general discussion regarding dog parks, trails and sidewalks, tree surveys, the City's thoroughfare plan and master plan, and the availability of grants.

Mr. Hoagland then led the group in a Vision-Mission-Core Beliefs exercise, whereby everyone could participate regarding their vision for the City's parks. This information will be incorporated into a report which will be included in the final recommendations.

Mr. Hoagland outlined the remaining steps in completing the Parks, Recreation and Open Space Master Plan:

- Establish a Vision, Mission, Core Values, Goals and Objectives Statement
- Finalize Individual Park Recommendations
- Identify Capital Costs
- Complete Action Plan
- Complete Draft Report
- Public Presentation
- Council Presentation

Mayor Newton thanked everyone with Brandstetter Carroll for their work and said he was pleased with the process this far.

3. ADJOURNMENT

There being no further business before the City Council and Parks and Recreation Advisory Board, Mayor Newton adjourned the Worksession at 6:46 p.m.

APPROVED BY A CITY COUNCIL VOTE OF 6 AYES, 0 NAYS, AND 0 ABSTENTIONS ON THIS THE 19TH DAY OF DECEMBER 2017.

Minutes taken and prepared by:



Christine Loven, TRMC
City Secretary



City of Colleyville Historical Preservation Committee Agenda Briefing

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

Agenda Number 3a	Agenda Date 01/08/2018	Number
Type Worksession		
Department City Manager		
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.

This presentation was made at the October 10, 2017 City Council Worksession. The City Council requested that it be shared with the Historical Preservation Committee and the Parks and Recreation Advisory Board as well, to gather additional input and feedback on the repair recommendations and future use of the properties.

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



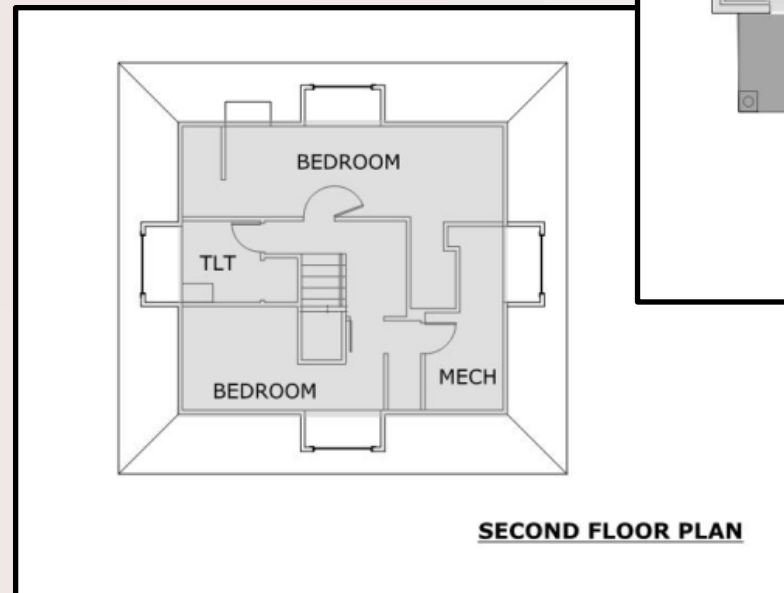
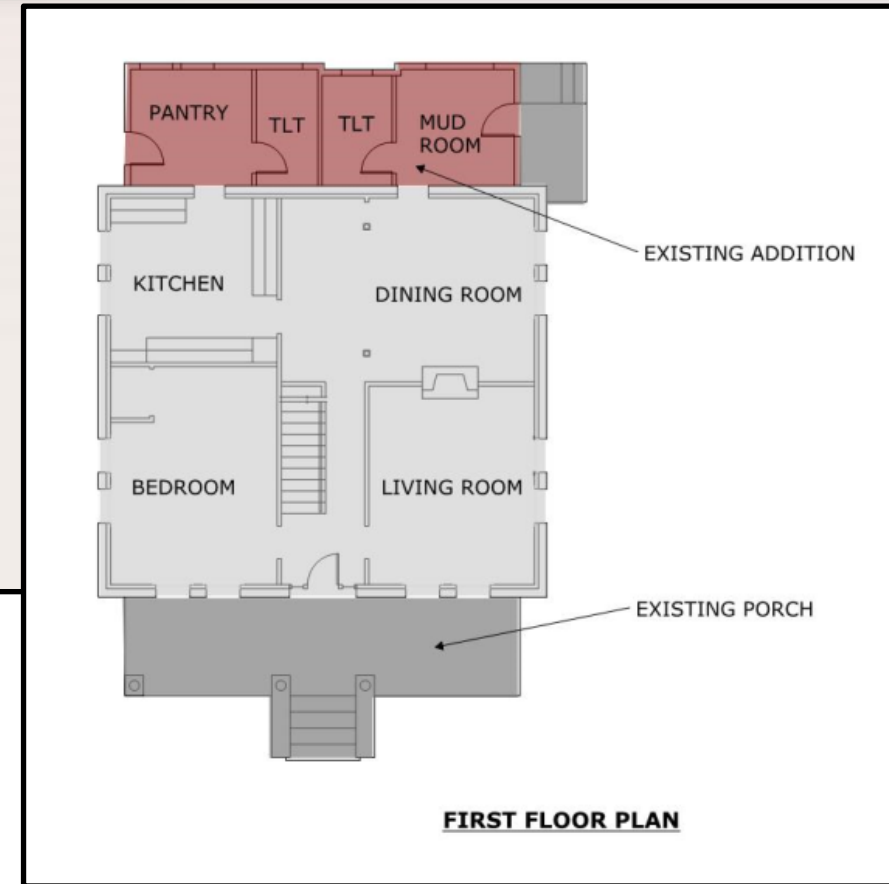
West

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.

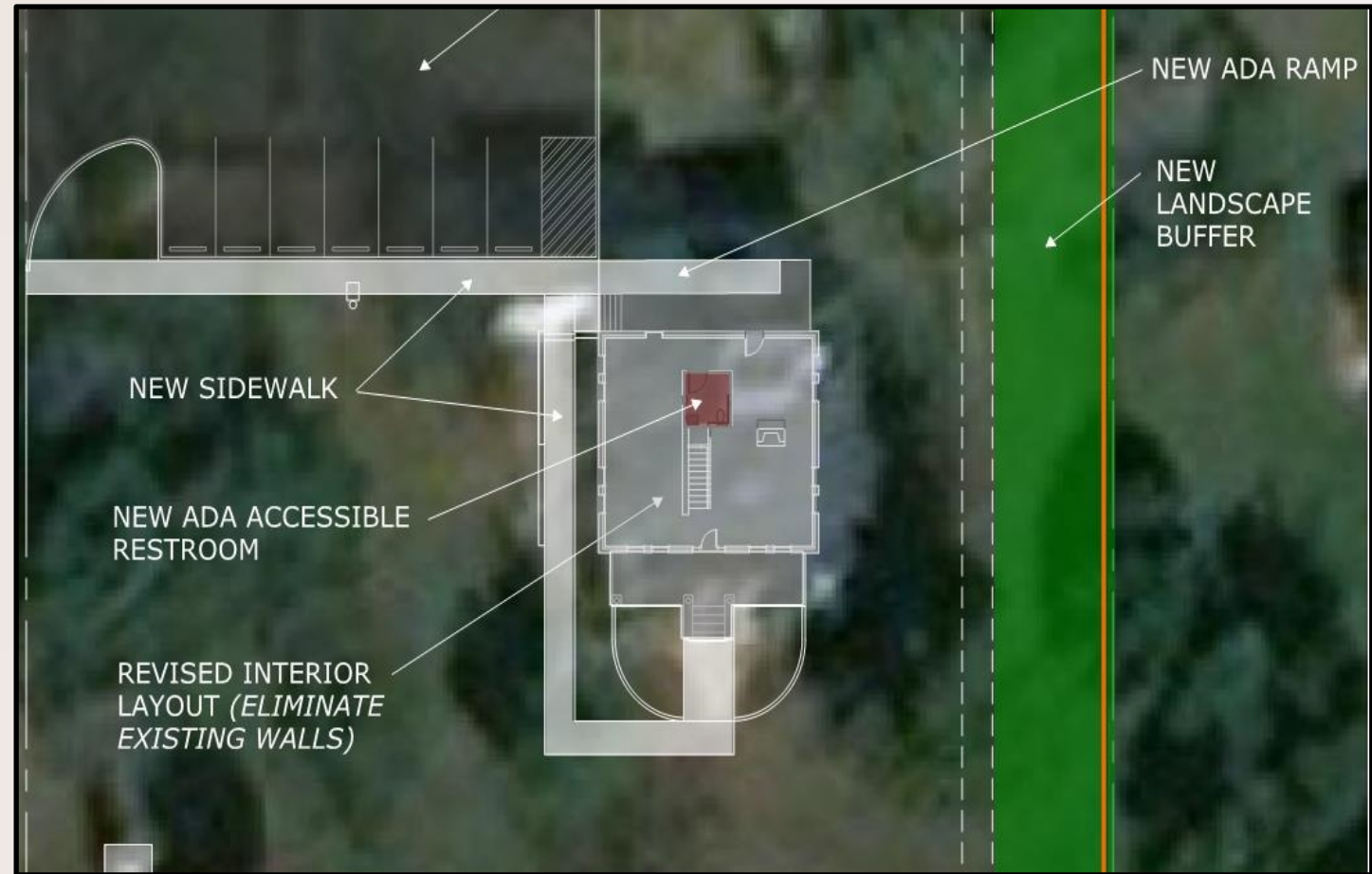
PARKING REQUIREMENTS

- 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

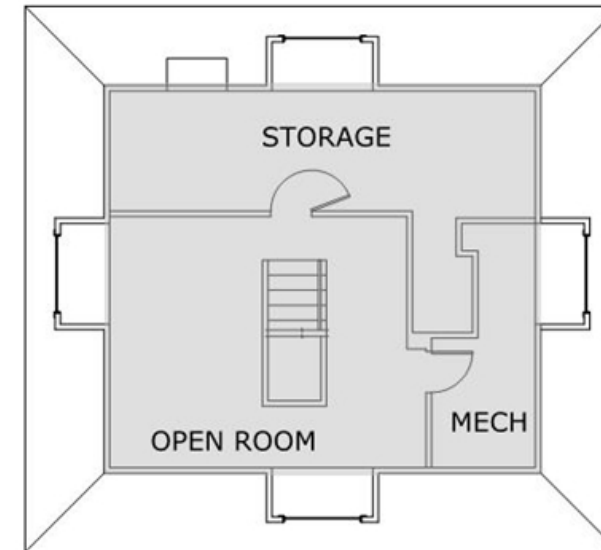
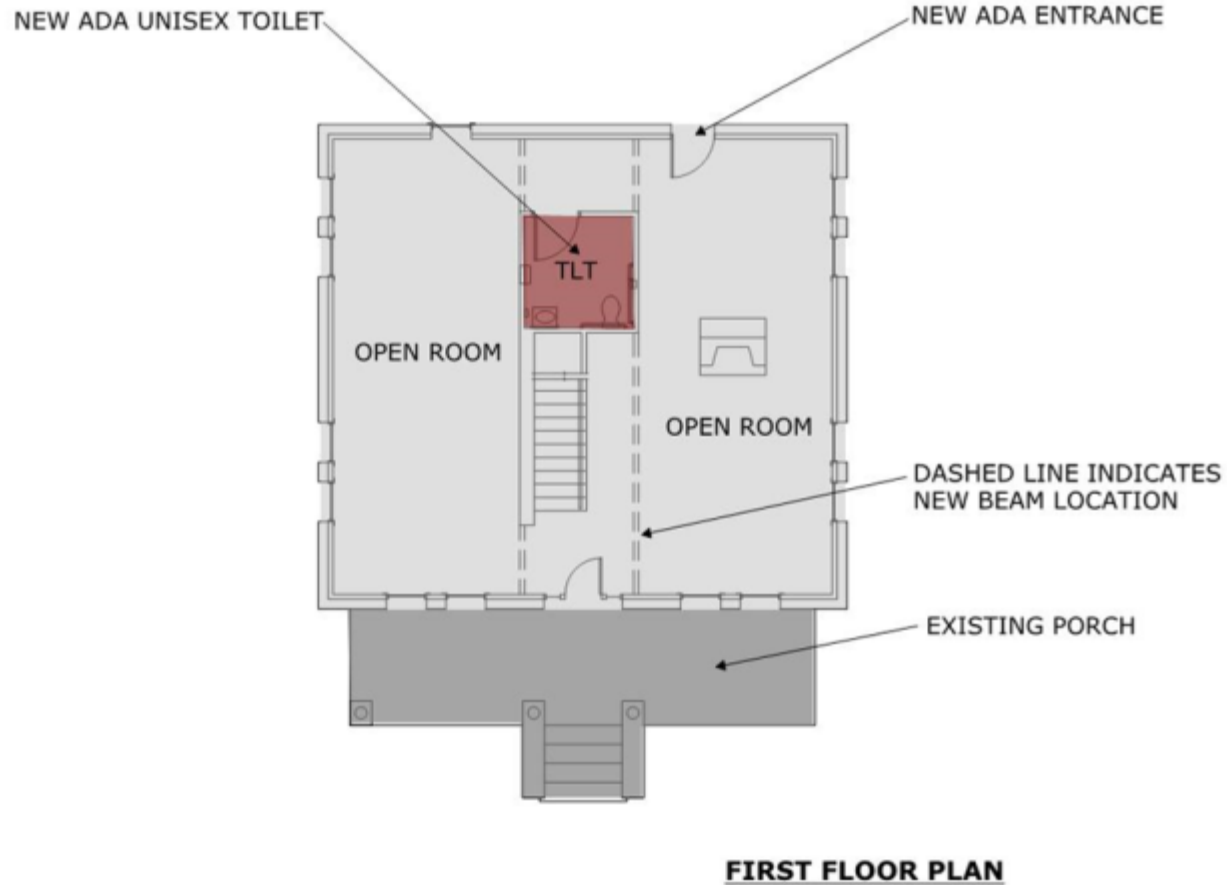
HISTORICAL DESIGNATION REQUIREMENTS

- 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

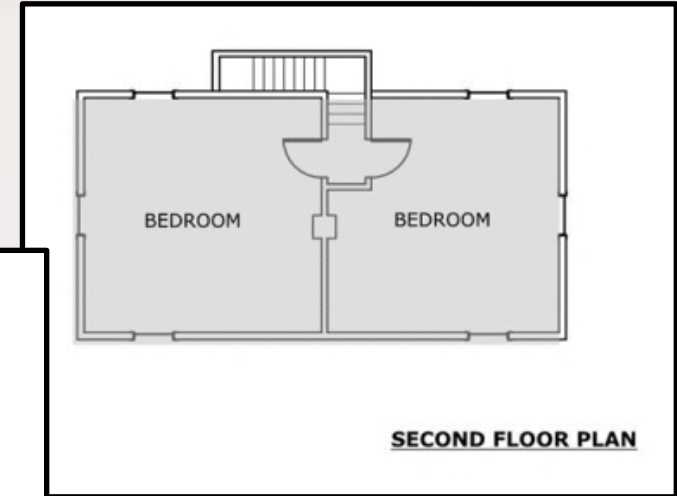
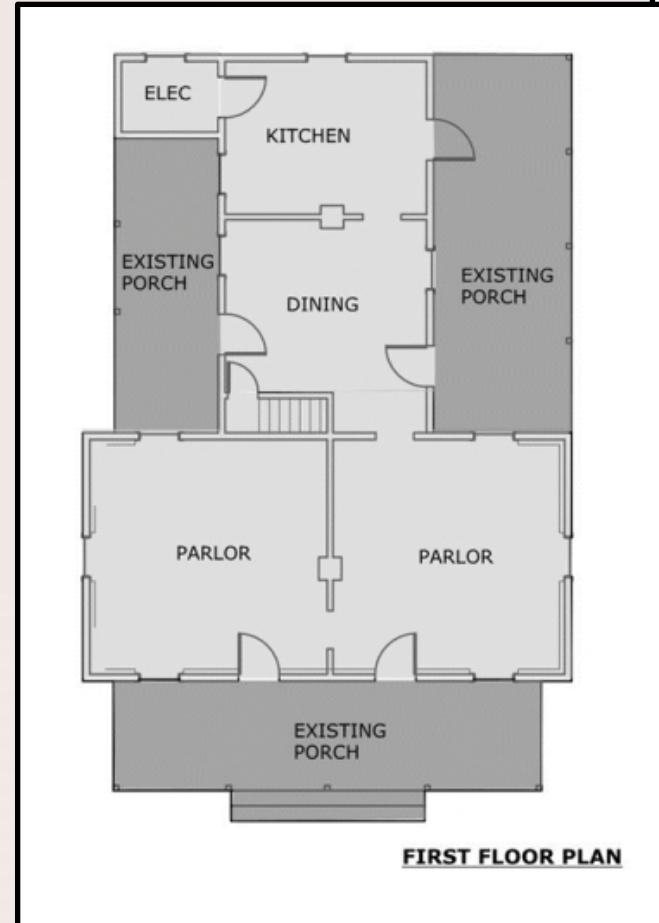
Webb House: Background



- 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.

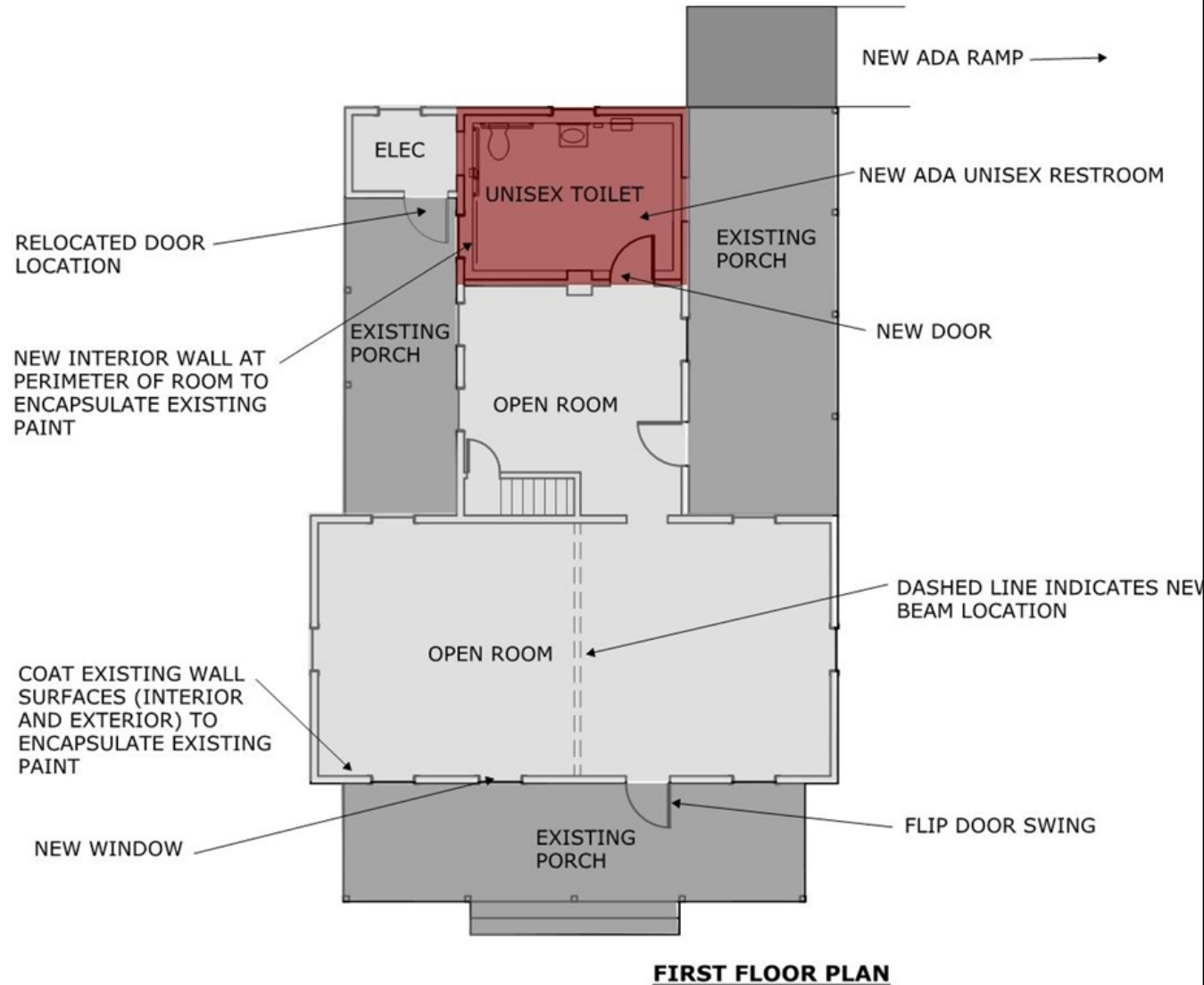
LEAD BASED PAINT HANDLING

- 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.

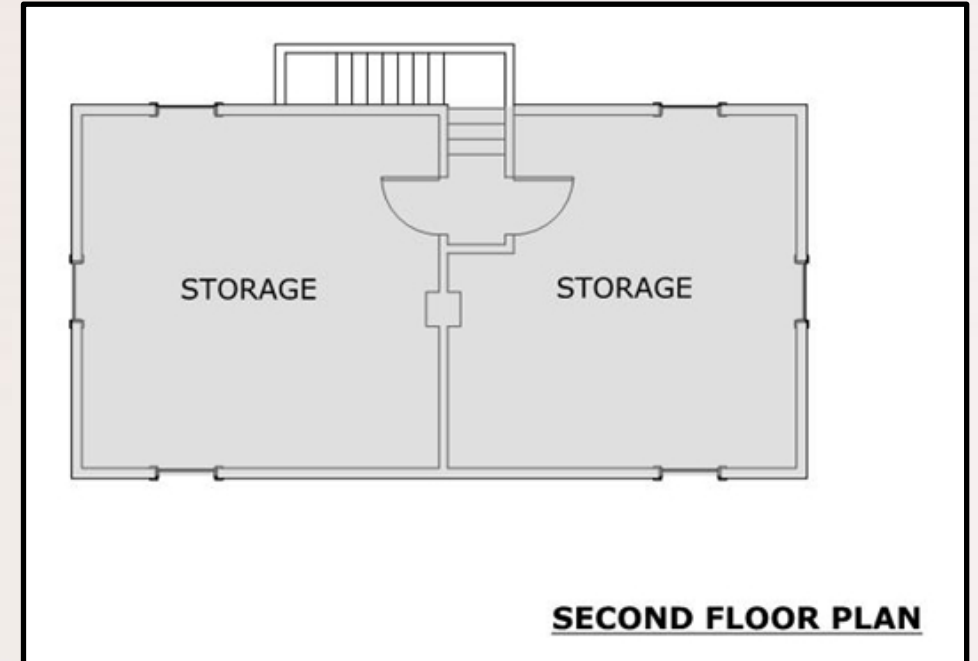
Webb House: Repairs



Webb House: Repairs

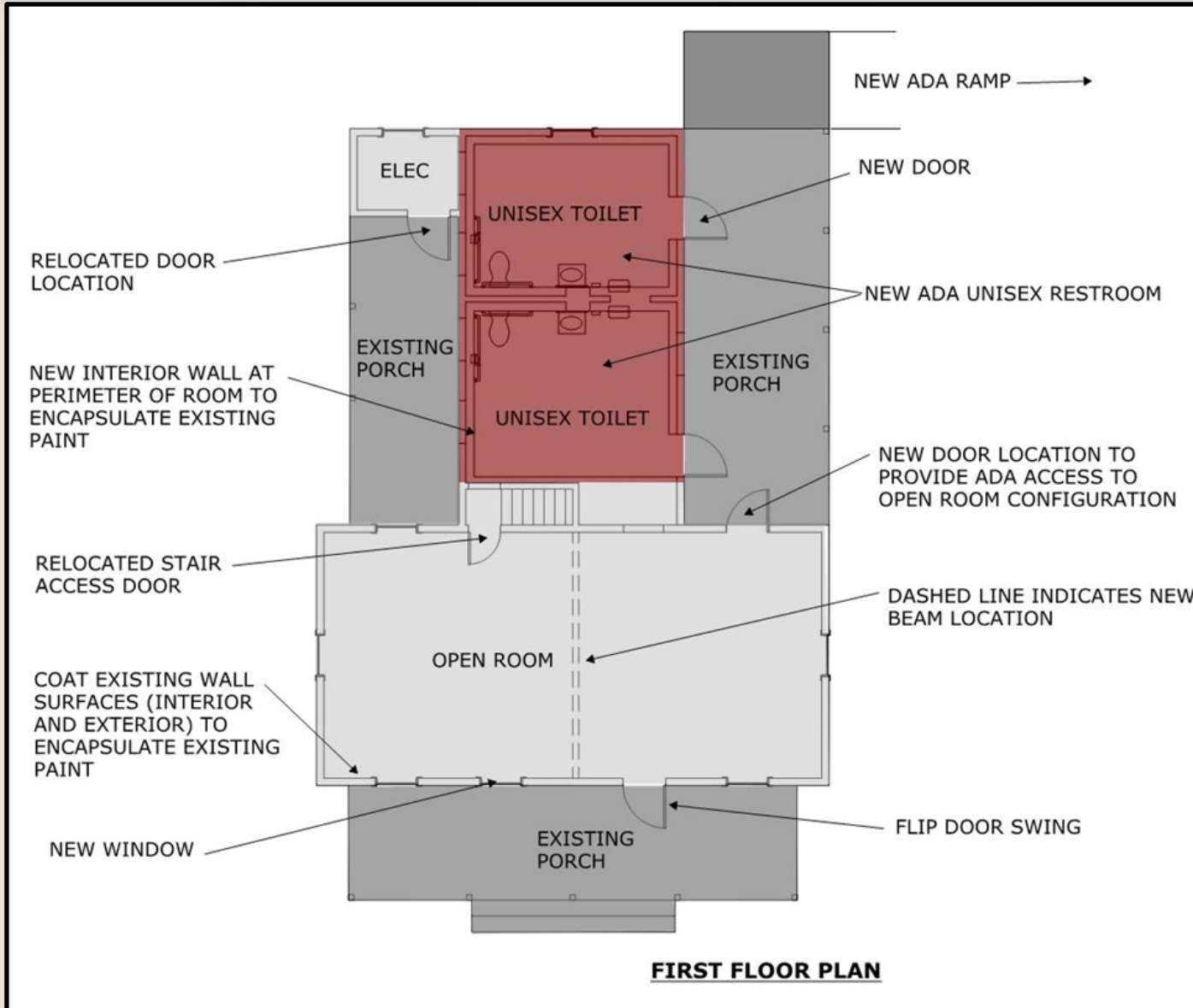


Trail Restroom Option

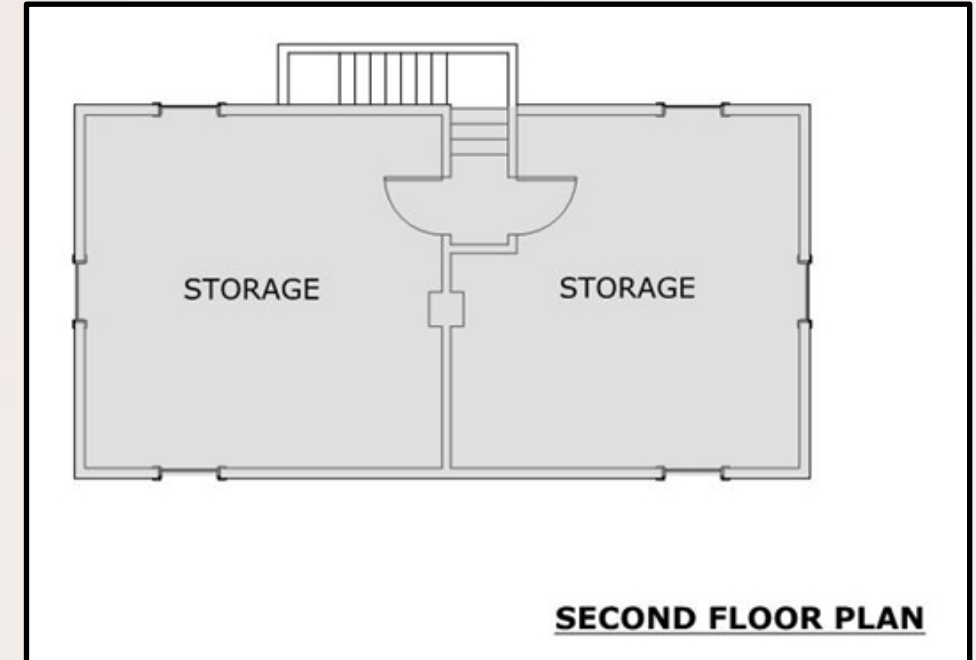


This report assumes the second floor will remain, but will not be used by the public.

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 includes 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 ASSESSMENT

- 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 ASSESSMENT

OUTBUILDING

- 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

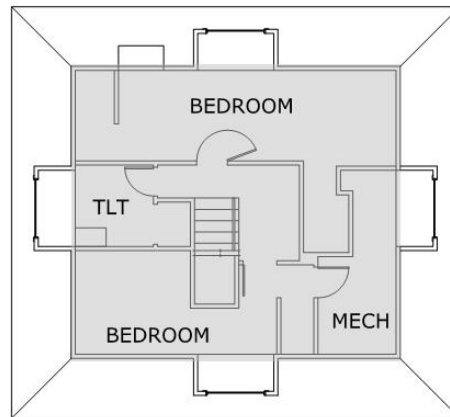


Existing outbuilding (Garage)

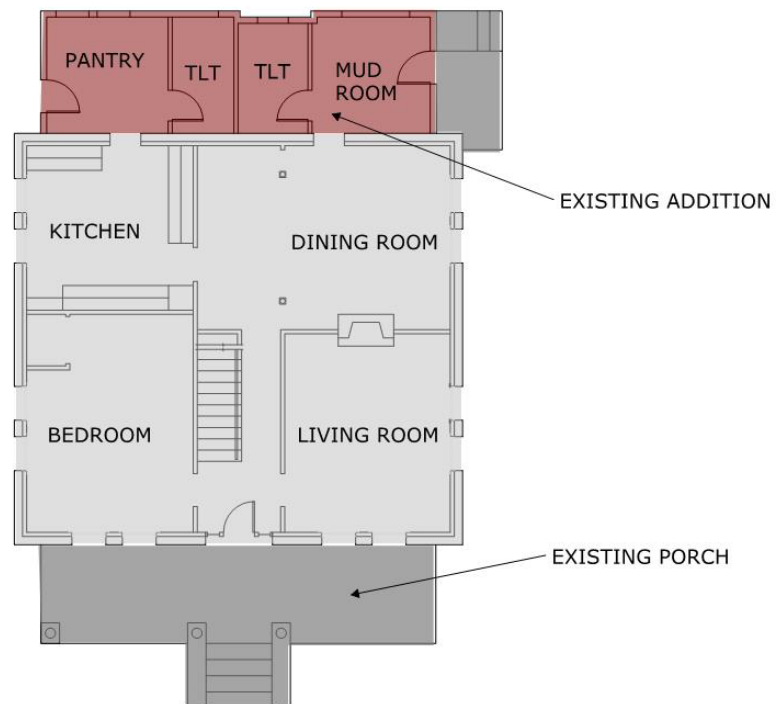
EXISTING SITE CONFIGURATION



EXISTING STRUCTURE CONFIGURATION



SECOND FLOOR PLAN



FIRST FLOOR PLAN

COLLEYVILLE PROPERTY ASSESSMENT

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.

COLLEYVILLE PROPERTY ASSESSMENT

- 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.

COLLEYVILLE PROPERTY ASSESSMENT

- 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.

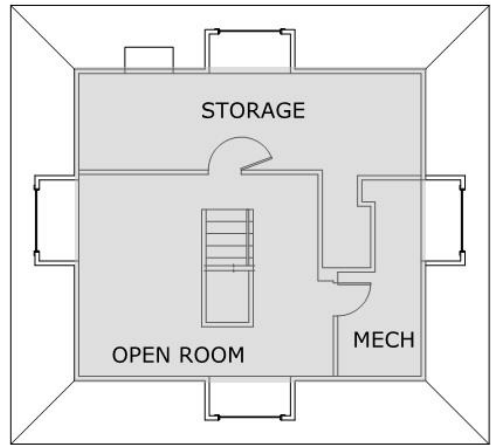
SYSTEMS (Mechanical, Electrical and Plumbing)

- 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.

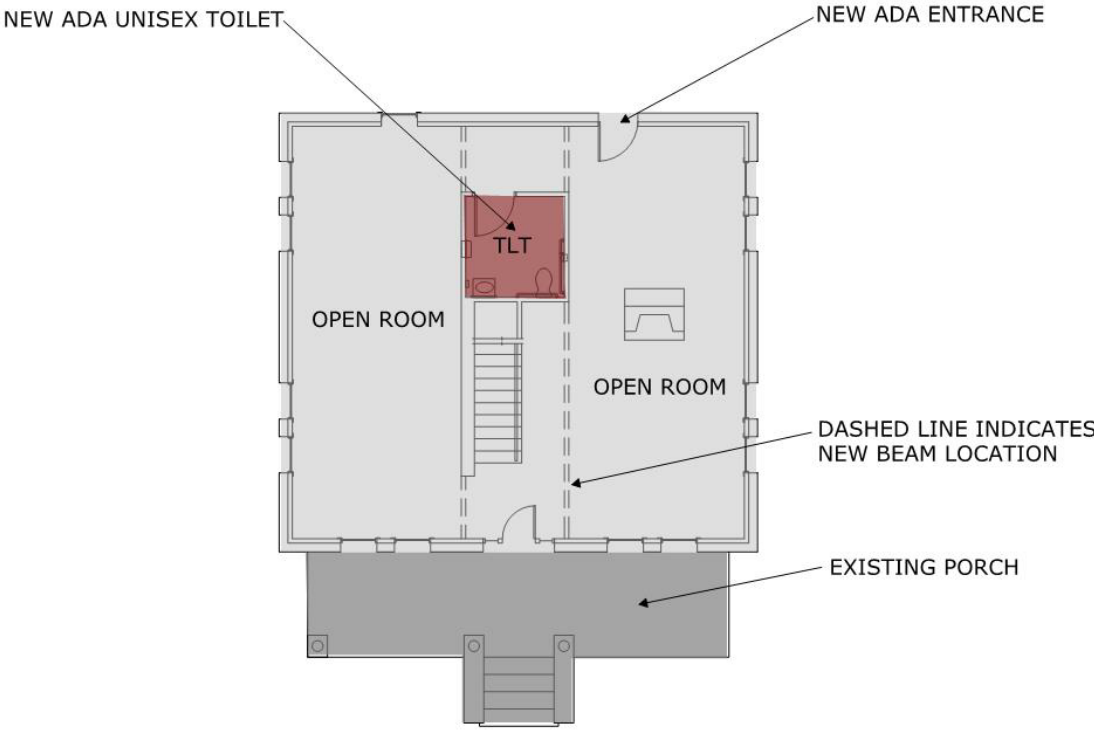
REQUIREMENTS AND REPAIR DIAGRAM (SITE)



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

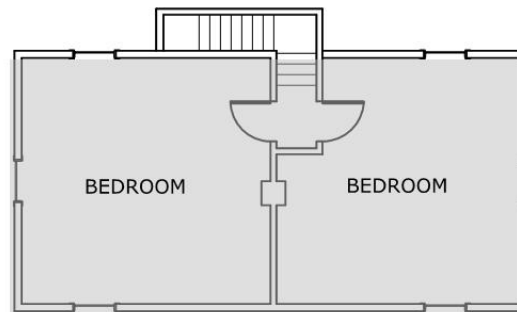


North and west facades

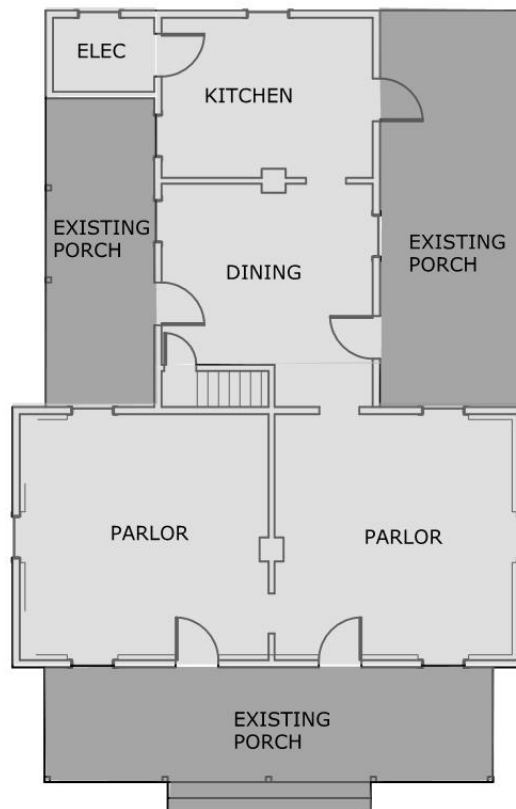
EXISTING SITE CONFIGURATION



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.

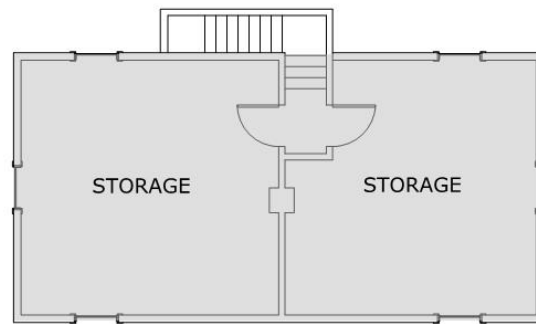
SYSTEMS (Mechanical, Electrical and Plumbing)

- 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.

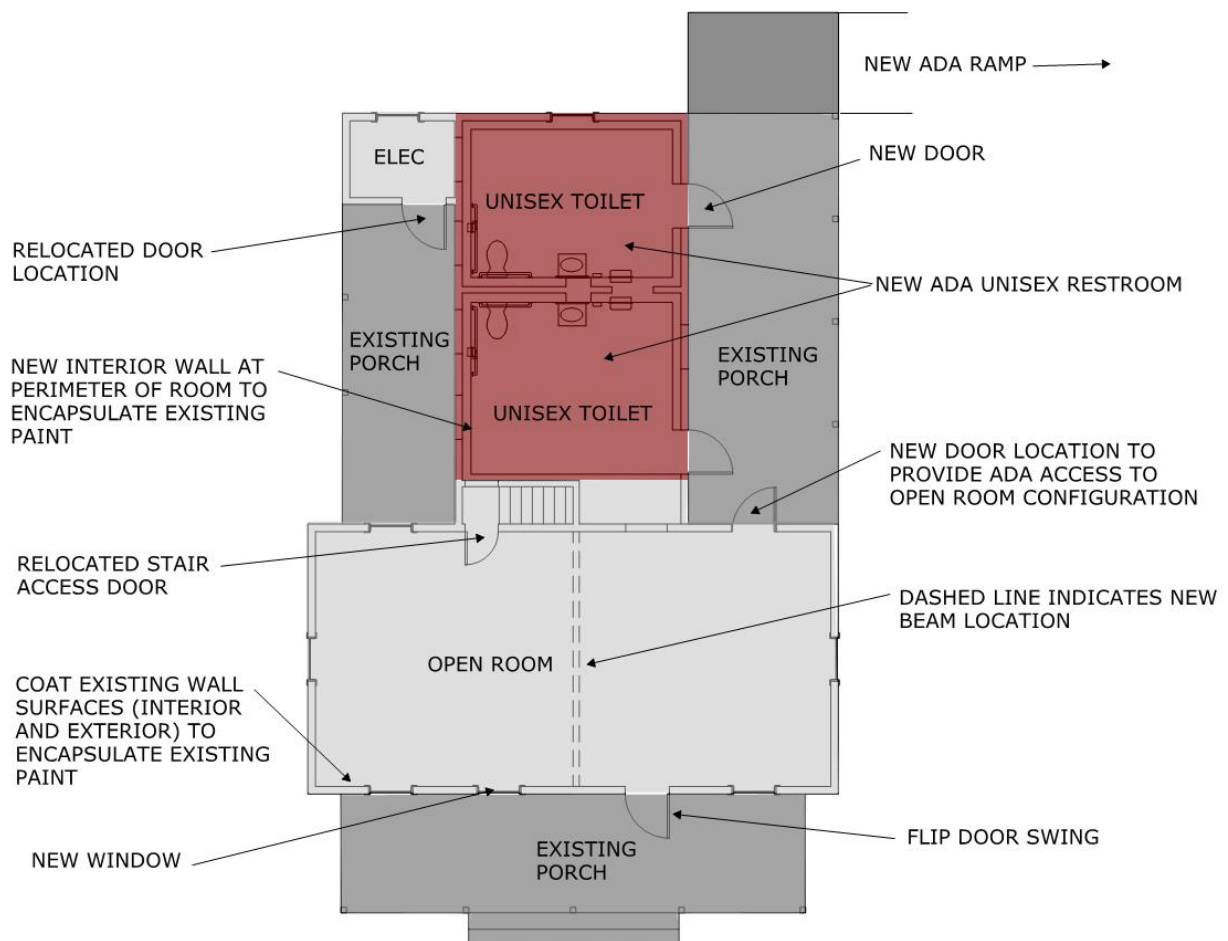
REQUIREMENTS AND REPAIR DIAGRAM (SITE)



REQUIREMENTS AND REPAIR DIAGRAM (TRAIL RESTROOM OPTION)

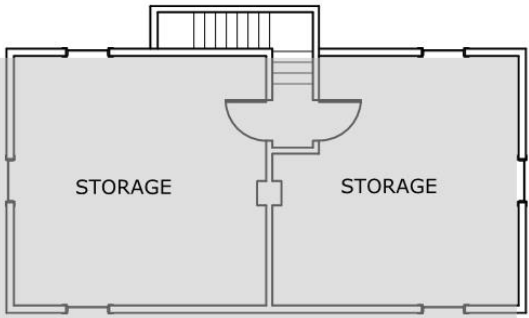


SECOND FLOOR PLAN

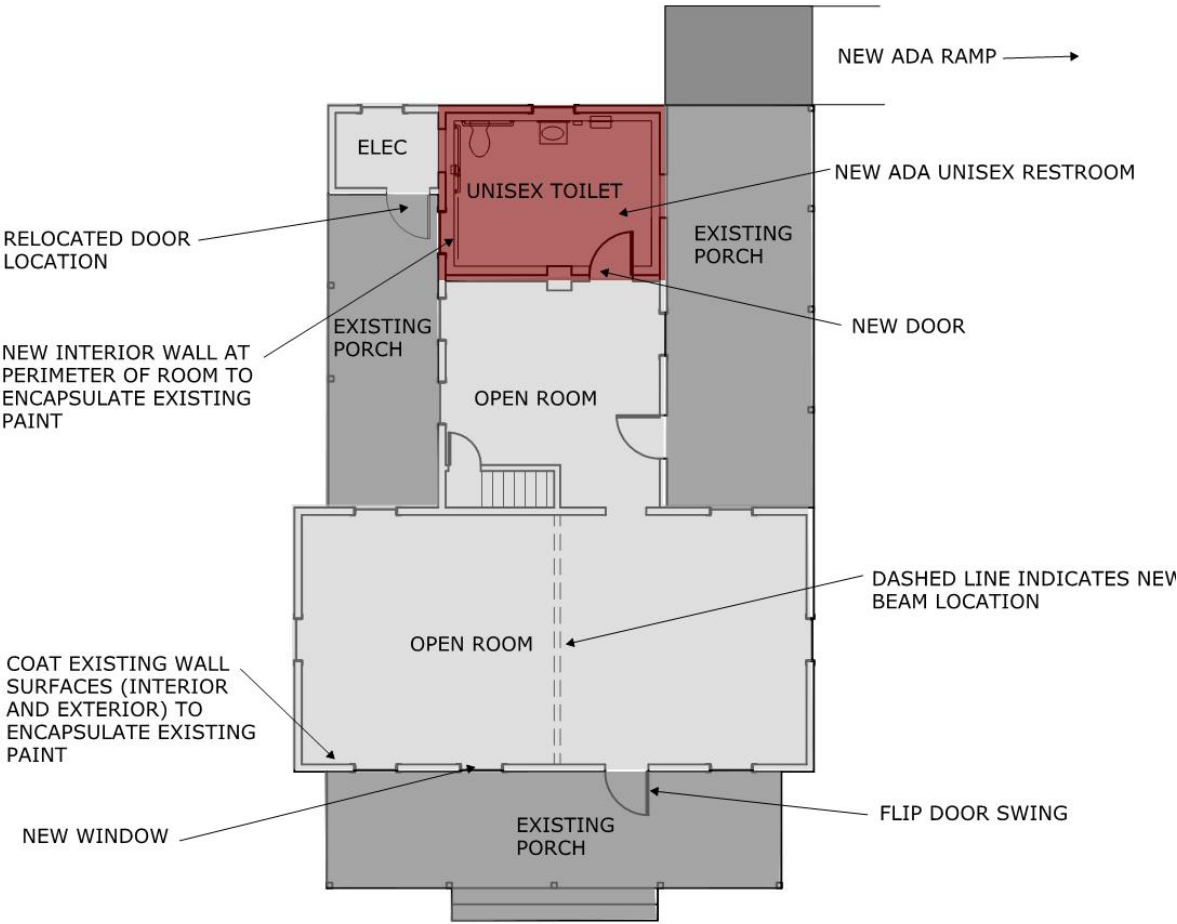


FIRST FLOOR PLAN

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 Parks and Recreation Advisory Board Agenda Briefing

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

Agenda Number 3b	Agenda Date 01/08/2018	Number
Type Regular Agenda Items		
Department Parks and Recreation		

Title

Discussion of future meeting dates

Explanation

Board discussion of future meeting frequencies and dates.

Attachments



City of Colleyville Parks and Recreation Advisory Board Agenda Briefing

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

Agenda Number	Agenda Date 01/08/2018	Number
Type Report		
Department Parks and Recreation		
Title		
Recreation Update		

Explanation

Update about Recreation activities provided by the Recreation Manager, Lisa Escobedo.

Attachments



City of Colleyville Parks and Recreation Advisory Board Agenda Briefing

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

Agenda Number	Agenda Date 01/08/2018	Number
Type Report		
Department Parks and Recreation		
Title		
Parks Update		

Explanation

Parks activities update provided by Parks Manager, Heather Dowell.

Attachments