



City of Colleyville City Council Agenda

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

Tuesday, September 18, 2018

WORKSESSION 5:30 PM EXECUTIVE CONFERENCE ROOM THIRD FLOOR

CALL TO ORDER

- WS-1** City communication strategies and tools
- WS-2** Discussion of City Plaza and City Hall as an early voting location
- WS-3** Discussion of the September 18, 2018, 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 items on the agenda

Section 551.071 - Legal - Consultation with attorney regarding contemplated and/or pending litigation, including:

- Glade Road eminent domain cases for Parcels 150 and 159

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

- Glade Road Project Phases 1B and 2
- Acquisition of real property along SH2

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

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

INVOCATION: Pastor 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-18-4304**
- 3. ANNOUNCEMENTS, PROCLAMATIONS, AND PRESENTATIONS**
Announcements of civic and charitable events
Presentation of calendar events and updates
Announcements of awards and recognition

In recognition of the Featured Business of the Month - Macho Self Storage of Colleyville, 6511 Colleyville Boulevard, Owner/Manager Donna Ducey - Mayor Richard Newton and Assistant City Manager Mark Wood
- 4. CONSENT: READING AND PUBLIC HEARING- RESOLUTION R-18-4305**
 - 4a** Approval of the minutes of the regular City Council meeting of September 4, 2018
 - 4b** Approval of the minutes of the City Council Worksession of September 6, 2018
 - 4c** Approval of the minutes of the City Council Worksession of August 28, 2018
 - 4d** Approval of authorized broker/dealers for investment purchases
 - 4e** Approval of an Interlocal Agreement and funding for the Metroport Teen Court Program
 - 4f** Approval to use the Voluntary Library Fund in Fiscal Year 2019, for the purchase of library materials, collection processing supplies, and library programs, in an amount not to exceed \$167,000
 - 4g** Adoption of the Fiscal Year 2019 to 2023 Capital Improvement Program (CIP)
 - 4h** Approval of the Grounds Maintenance Mowing Contract with Whitmore and Sons, Inc., in an amount not to exceed \$214,784.73, and authorize the city manager to execute same, and any associated change orders, in an amount not to exceed 25 percent of the contract price
 - 4i** Approval of a Local Project Advance Funding Agreement for the Highway Safety Improvement Program (HSIP) for the reconstruction of Cheek-Sparger Road (San Bar Lane to Oak Briar Lane), and authorizing the city manager to execute the agreement
- 5. ITEMS NOT FOR CITY COUNCIL ACTION**
 - 5a** Monthly Financial Report - August 31, 2018

5b Quarterly Investment Report for the quarter ended June 30, 2018

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

6a Ordinance O-18-2058

Amending Ordinance O-17-2028 relating to the Fiscal Year 2018 budget

6b Ordinance O-18-2059

Adoption of the proposed Fiscal Year 2019 budget

6c Ordinance O-18-2060

Adoption of the Ad Valorem Tax Rate for Fiscal Year 2019

6d Ordinance O-18-2061

An ordinance amending Section 3 - Service Charges of the Water and Sewer Policy and Procedure Manual as contained in the Code of Ordinances, to implement updated base rates

7. RESOLUTION(S): READING AND PUBLIC HEARING

7a Resolution R-18-4306

Approving a negotiated settlement between the Atmos Cities Steering Committee and Atmos Energy Corp. Mid-Tex Division regarding the Company's 2018 Rate Review Mechanism Filings and adopting tariffs reflecting rate adjustments consistent with the negotiated settlement

7b Resolution R-18-4307

Consideration of appointments to the Historical Preservation Committee

7c Resolution R-18-4308

Consideration of appointments to the Library Board

7d Resolution R-18-4309

Consideration of appointments to the Metroport Teen Court Advisory Board

7e Resolution R-18-4310

Consideration of appointments to the Planning and Zoning Commission

7f Resolution R-18-4311

Consideration of appointments to the Zoning Board of Adjustment

7g Resolution R-18-4312

Consideration of appointments to the Colleyville Economic Development Corporation

8. TABLED: RESOLUTION(S) READING AND PUBLIC HEARING**8a Resolution R-18-4294**

Consideration of a final plat for Lots 1, 2, and 3X, Block 1, Old Grove Addition, Phase II, located at 105 and 103 John McCain Road and 7189 Cast Iron Forest Trail, Case PC17-004

9. CITIZEN COMMENTS/PRESENTATIONS REGARDING ITEMS NOT ON THE AGENDA**10. ACTION/RESOLUTION: DISCUSSION AND CONSIDERATION OF A RESOLUTION RATIFYING COUNCIL AGENDA ACTION FOR SEPTEMBER 18, 2018 - READING AND PUBLIC HEARING - RESOLUTION R-18-4313****11. ADJOURNMENT**

I hereby certify this agenda was posted on City Hall bulletin boards Friday, September 14, 2018 by 5:00 p.m.

Christine Loven, TRMC
City Secretary

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

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

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



City of Colleyville City Council Agenda Briefing

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

Agenda Number WS-1

Agenda Date 09/18/2018

Type Worksession

Department City Manager

Title

City communication strategies and tools

Strategic Plan

Explanation

City staff will discuss communication strategies and tools and receive direction from City Council.

Attachments

1. Communication Strategies and Tools presentation



Communication Strategies and Tools

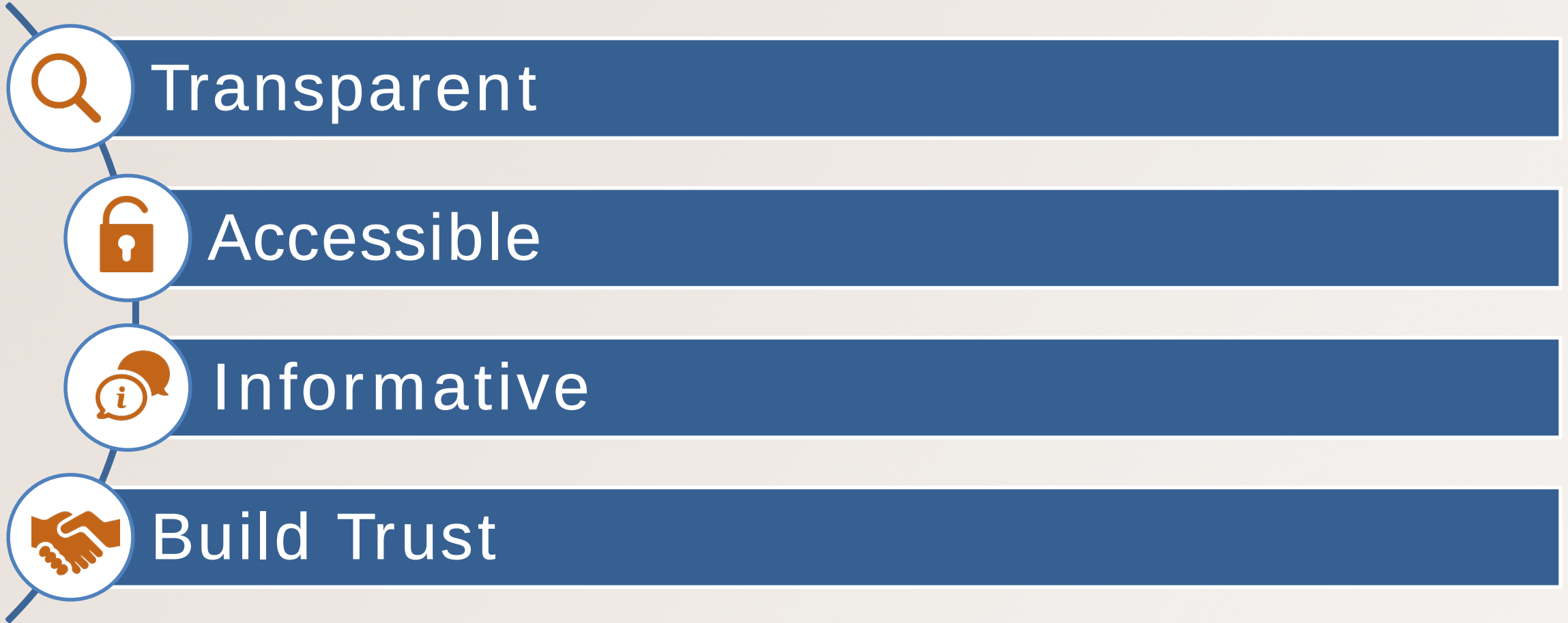
Community Relations & Engagement
City of Colleyville
2018

Effective

Communication

Effective communication happens when the intended message of the sender is correctly interpreted, understood, and acted upon by the recipient.

Principles



Strategies



What Do We Want To

Achieve?

Involve and engage
stakeholders

Develop community leaders

Assure convenient access to
information

Communicate thoroughly and
strategically

Objectives



How will we get

There?

- Establish Marketing & Communications Committee
- Enhance access to public information, meetings, and documents
- Improve the quality and effectiveness of communication
- Continue to improve and update website

Objectives



Marketing & Communications

Committee

- Identify specific set of objectives
- Accomplish specific tasks
- Set deadlines
- Determine end date

Evaluate



What We

Measure

1. Did my audience receive my communication(s)?
2. When did they access my information?
3. How much of my information did they “digest”?
4. Did my target audience understand what I was trying to say?
5. How can I tell?
6. Does my audience see the City as a trustworthy source of information?
7. How can I make my next interaction more compelling?

Channels



Ways We

Communicate



City's social media



Mobile road signs



City's website



Direct mail



Cable television & webcasts



E-news



Posters, flyer, displays



Emergency texts

Your
Thoughts?

Next

Steps



City of Colleyville City Council Agenda Briefing

City Hall
100 Main Street
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www.colleyville.com

Agenda Number WS-2

Agenda Date 09/18/2018

Type Worksession

Department City Secretary

Title

Discussion of City Plaza and City Hall as an early voting location

Strategic Plan

1.4 Communicate thoroughly and strategically

Explanation

This item is provided as an opportunity to discuss the City Plaza and its effect on the City's electioneering resolution, political signs regulations, and accessibility regulations for City Hall being used as an early voting location.

Staff has contacted Tarrant County Elections Administration to advise there will be changes to the City Hall property. Tarrant County has advised they would like to review the impact and after the November elections, perform a site visit, and perhaps, make recommendations concerning any modifications which may be required to be implemented to meet state accessibility regulations.

Staff is seeking City Council direction regarding the following:

- Eliminating the use of City Plaza as an electioneering location
- Consideration of the south property being used as an electioneering location
- Consideration of the City Council's preference regarding political signs on the City's south property

Per City Council direction, staff will work with the City Attorney to prepare any necessary resolutions or ordinances to be adopted prior to calling the City's May General Election and preparing Candidate Packets in December, 2018.

Attachments

1. City Plaza and City Hall presentation
2. Resolution R-18-4219
3. Political Sign Regulations

Discussion of City Plaza and City Hall as an early voting location

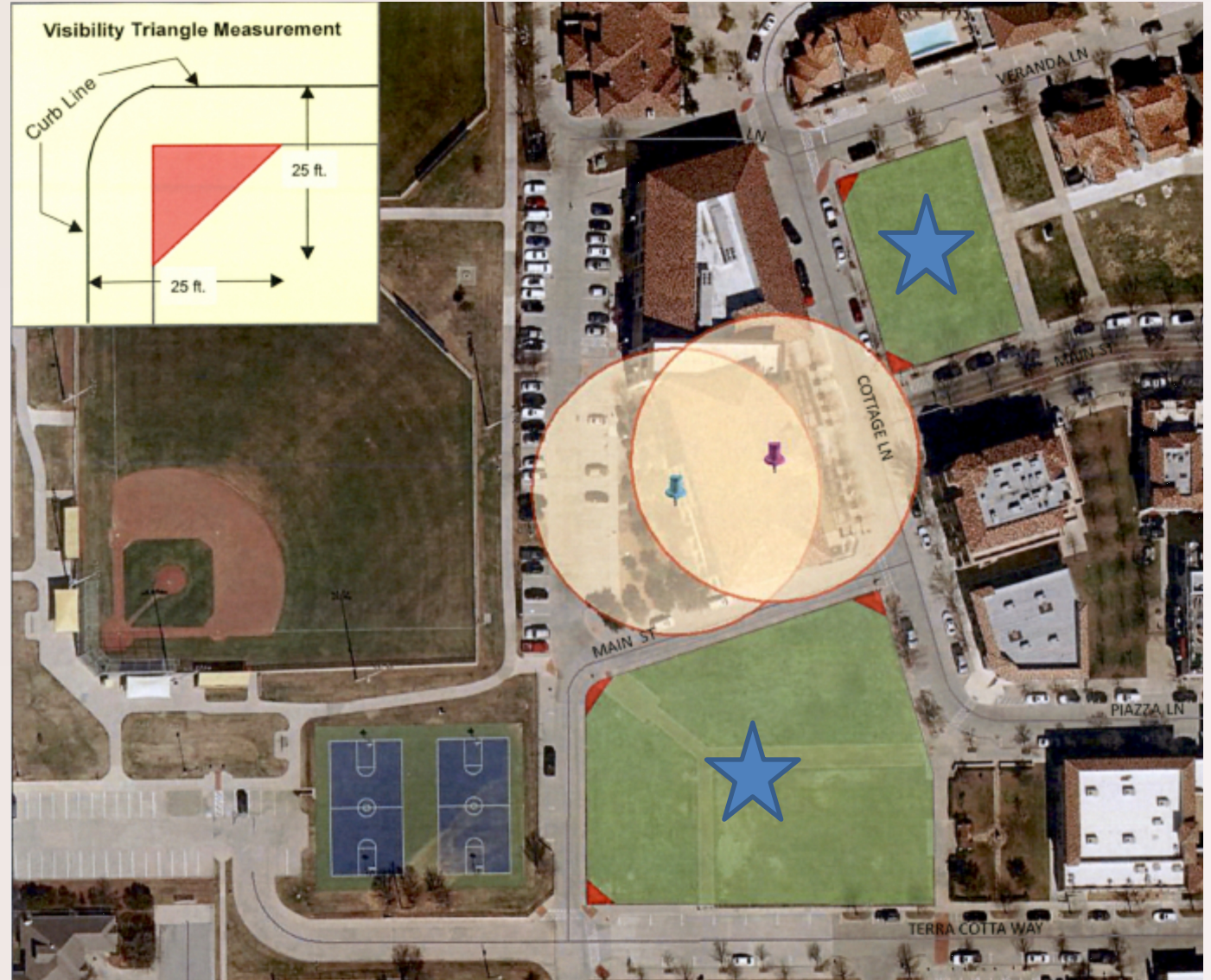
**Worksession
September 18, 2018**

Resolution R-18-4219 - Electioneering at City Hall



Electioneering Times and Locations

Electioneering shall be permitted to occur at the City Hall polling place and the adjacent public property only during a voting period and only within the electioneering locations

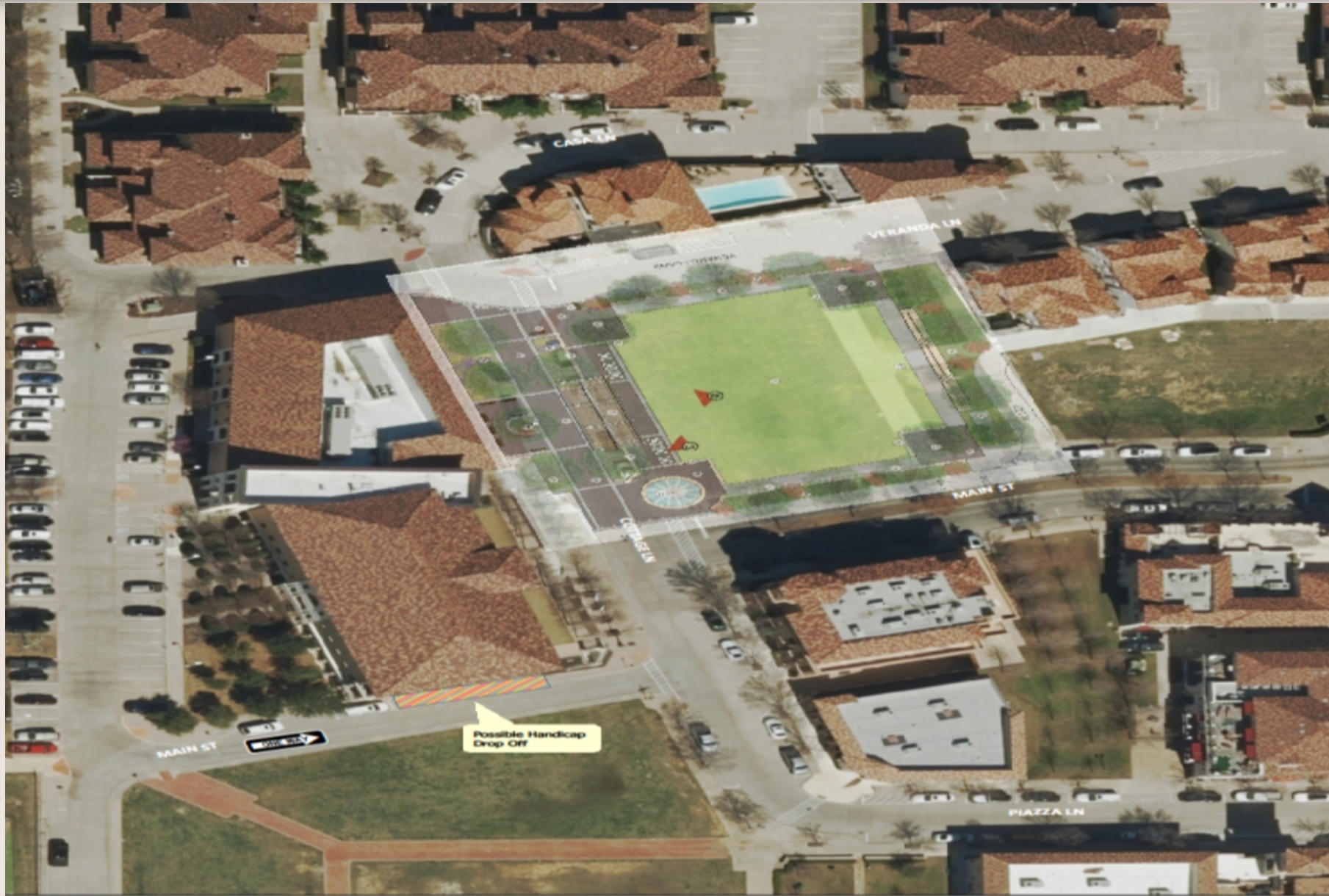


LDC – Political Signs

1. *Political Signs on Publicly Owned Property* – A political sign shall not be placed upon any publicly owned property including but not limited to City parks, City facilities, school district property, or state or federally owned property, except for the following:
 - a. *Said political sign(s) shall be placed in the perimeter landscaped area on the subject property being used as a polling location in accordance with Texas Election Code Section 61.003 or 85.036;*
 - b. *Said political sign(s) shall not exceed four (4) square feet in area;*
 - c. *Said political(s) shall be attached to a metal stake, not to exceed a 9 gauge diameter, driven into the ground;*
 - d. *Said political sign(s) shall not encroach upon any tree roots, irrigation lines, and any other underground vegetation, or structure;*
 - e. *Said political sign(s) shall not extend over any sidewalk, street, or driveway;*
 - f. *Said political sign(s) shall not be placed within 30 feet of an identical sign(s);*
 - g. *Said political sign(s) may be placed beginning 48 hours prior to the first day of the early voting period, and must be removed within three (3) days after early voting of said election, unless the polling location for Election Day is held in the same location at early voting, then the signs shall be removed by 10:00 a.m. on the day following the election;*
 - h. *For a location used for Election Day only, said political sign(s) shall be placed beginning at 6:00 p.m. the day before Election Day, and shall be removed by 10:00 a.m. on the day following the election*



Plaza overlay to current map



Questions and Discussion

RESOLUTION R-18-4219

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COLLEYVILLE, TEXAS DESIGNATING ELECTIONEERING LOCATIONS AT AND ADJACENT TO THE COLLEYVILLE CITY HALL POLLING PLACE; PROVIDING FOR A MAP OF ELECTIONEERING LOCATIONS; AND PROVIDING AN EFFECTIVE DATE

- WHEREAS,** Texas Election Code, including Sections 61.003 and 85.036 therein, have been amended to require a public entity that controls or owns a building used as a polling place, to allow electioneering on the premises while polls are open subject to reasonable regulation; and
- WHEREAS,** the term electioneering includes the posting, use, and/or distribution of political signs or literature on public property in connection with an election; and
- WHEREAS,** Chapter 7 of the Colleyville Land Development Code presently regulates political signs on City-owned or controlled property, including City-owned polling locations for national, state, and local elections; and
- WHEREAS,** the Colleyville City Hall is regularly used as a polling location for such elections; and
- WHEREAS,** the City recently acquired additional real property adjacent to City Hall, thereby creating new public property immediately adjacent to the City Hall polling place; and
- WHEREAS,** the City Council therefore desires to provide reasonable time, place, and manner regulations for electioneering on City-owned public property at or near City Hall; particularly given the fact that the property is simultaneously used for various other public purposes for which adequate and safe parking and access thereto must be maintained to ensure those facilities to continue to operate in a safe and effective manner for all members of the public; and
- WHEREAS,** in order to further the general health, safety and welfare of the community, electioneering and/or political signs and literature should not be present outside at the time for voting except for a limited period to erect and remove the signs, and not be attached to City improvements and landscaping; and
- WHEREAS,** the City Council further finds that the size of electioneering signs shall be limited and they should be set back from the public

roadway in order to further traffic safety and remove visual clutter; and

WHEREAS, the City Council has determined it in the best interest of the public to adopt a map identifying the electioneering locations established by this Resolution; and

WHEREAS, the City Council finds that the adoption of these regulations is necessary to further the public health, safety, and welfare of the community.

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

Sec. 1. **Title**
THAT this Resolution shall be informally titled and referred to as the "*Resolution Regulating Electioneering at City Hall*".

Sec. 2. **Electioneering Map**
THAT this Resolution shall be applicable solely to the City Hall polling place and the real property located adjacent thereto, as further depicted in the Electioneering Map attached hereto and incorporated herein as Exhibit A.

Sec. 3. **Purpose and Scope**
THAT the purpose of this Resolution is to provide reasonable time, place, and manner regulations for electioneering on City-owned or controlled public property when such property is used as an election polling place. The regulations contained herein are to mitigate against any safety concerns, prevent damage to public property, and ensure that the property is sufficiently available for its patrons who use the facilities other than for election purposes. This Resolution provides solely for the regulation of Electioneering and Political Signs (as these terms are defined herein) during an election in which the Colleyville City Hall is used as a polling place. This Resolution does not amend or replace any of the City's existing regulations governing the subject matter of this Resolution not in conflict herewith, and all such regulations shall remain in full force and effect.

Sec. 4. **Definitions**
THAT the following words and phrases as used in this Resolution shall have the meanings as set forth in this section:

City Hall Polling Place means the Colleyville City Hall building located at 100 Main Street, inclusive of the tract of land on which said building is located, in conformance with the definition of a designated polling place provided in Chapter 43 of the Texas Election Code.

Electioneering shall mean the posting, use, or distribution of political signs or literature.

Electioneering Locations(s) means the locations on the premises of a City Hall Polling Place and adjacent tracts of land owned by the City that are designated by this Resolution as locations where electioneering may occur as further depicted in the map attached hereto as Exhibit A.

Political Sign means a sign promoting the election of a candidate or political party, or approval or rejection of a measure.

Voting Period shall mean:

- (1) with respect to early voting by personal appearance, the hour the polls are open for voting on the first day of the early voting period and ending when the polls close or the last voter has voted, whichever is later, on the last day of the early voting period; and
- (2) with respect to election day, the hour the polls are open for voting and ending when the polls close or the last voter has voted, whichever is later.

Sec. 5.

Electioneering Times and Locations

THAT electioneering shall be permitted to occur at the City Hall polling place and the adjacent public property only during a voting period and only within the electioneering locations designated by this Resolution, as further depicted in Exhibit A.

Sec. 6.

Rules for Political Signs

THAT no person shall place or affix a political sign on the premises of the City Hall polling place or adjacent City-owned public property except as follows:

- (1) Political signs may be placed or affixed only in an electioneering location established herein and only:

- (i) during the early voting period, the political sign was placed within an electioneering sign location during a period not earlier than one hour prior to the commencement of the voting period and not later than one hour after the end of the voting period; or
 - (ii) on election day, the political sign was placed within an electioneering sign location during a period beginning at 12:01 a.m. prior to the commencement of the voting period and not later than Noon on the day after the end of the voting period.
- (2) Political signs for each candidate, political party, or measure shall have a sign face no larger than thirty-two (32) square feet on each side of the sign and be no taller than eight (8) feet in height from ground level.
- (3) Political signs placed in an electioneering sign location shall have no more than two (2) sign faces per sign.
- (4) Except as otherwise provided in this Resolution, all political signs must be placed or affixed in a manner that does not violate any other applicable state or local regulation, including the City's sign regulations contained in Chapter 7 of the City's Land Development Code.

Sec. 7. Nothing in this Resolution shall be construed as authorizing electioneering within any area of the City-owned polling place that would violate any provision of the Texas Election Code.

Sec. 8. THAT a copy of this Resolution and the electioneering location map attached hereto shall include the name of the election judge, once appointed, and be made available to the public in the office of the City Secretary. In addition, a copy of the electioneering map shall be posted at each public entrance of the City Hall polling location during the voting period.

Sec. 9. THAT this Resolution shall take effect immediately upon passage.

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF 7 AYES, 0 NAYS AND 0 ABSTENTIONS ON THIS THE
10TH DAY OF JANUARY 2018.

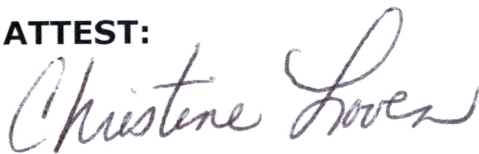
Mayor Richard Newton
Place 1, Tammy Nakamura
Place 4, George Dodson
Place 6, Mike Taylor

aye
aye
aye
aye

Mayor Pro Tem Bobby Lindamood
Place 3, Kathy Wheat
Place 5, Nancy Coplen

aye
aye
aye

ATTEST:



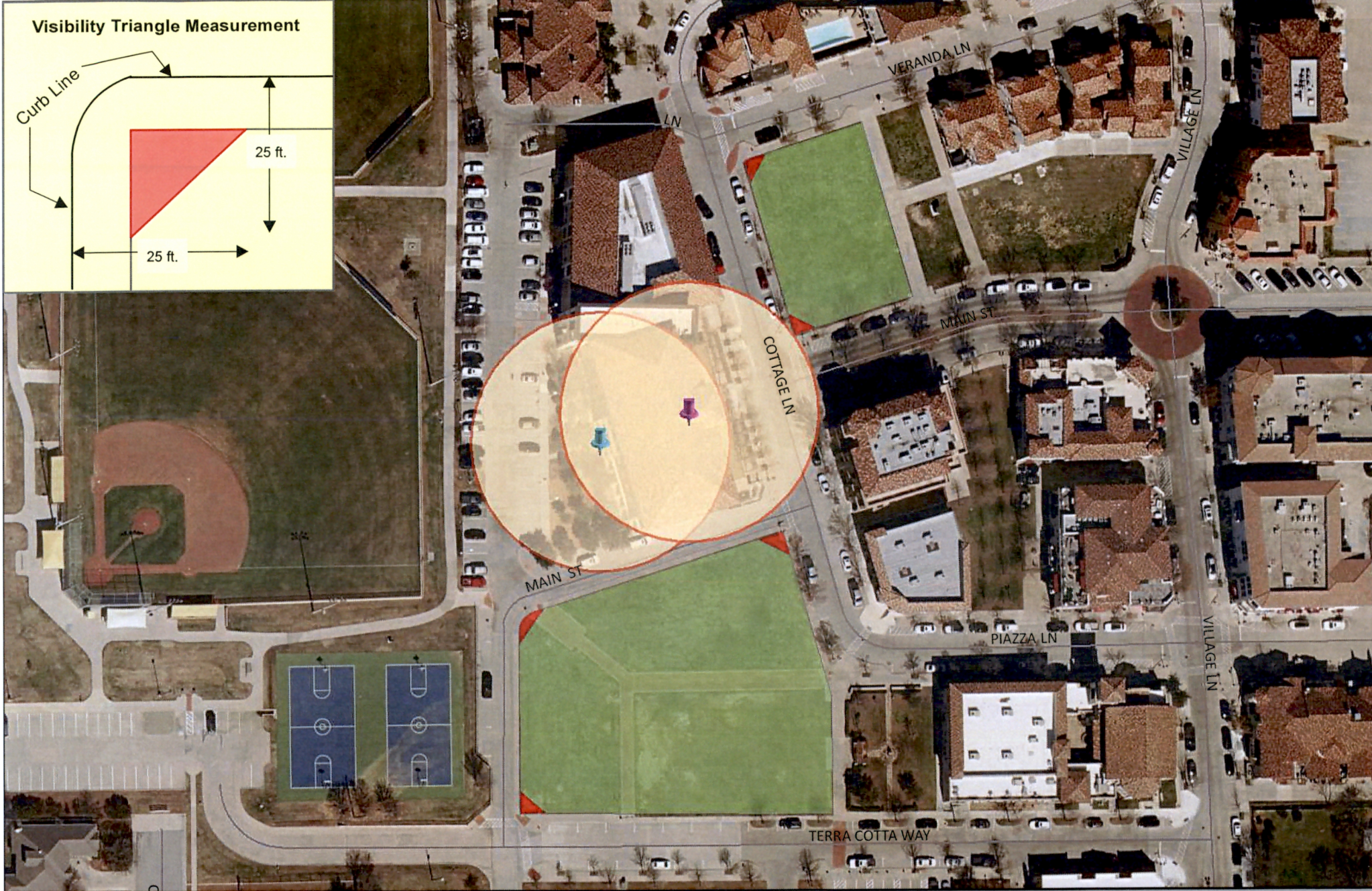
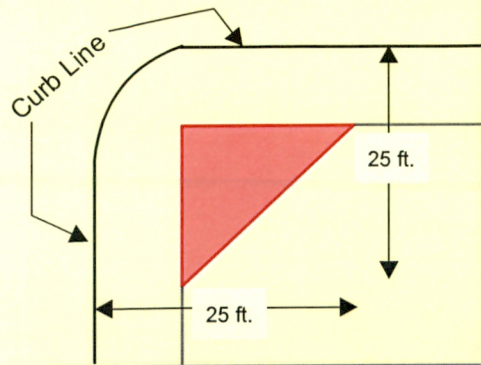
Christine Loven, TRMC
City Secretary

CITY OF COLLEYVILLE



Richard Newton
Mayor

Visibility Triangle Measurement



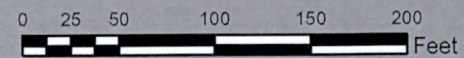
Electioneering Designations

Electioneering Area

- Electioneering Allowed
- Visibility Triangle (not allowed)
- 100 ft. from Entrance

Entrance

- Back Door
- Front Door



Created: 1/22/2018

Path: K:\Project\Project by Department\CMO\Electioneering.mxd

Election Judge

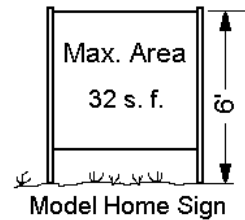
Phone

Date

1. *Number of Signs:* There shall be no more than four (4) signs allowed per pet owner.
2. *Location of Signs:* Signs may be placed on the private property where the pet owner resides and within the following street rights-of-way: Rights-of-way at street intersections that are located within a 1,000 foot radius of the pet owner's residence. No signs may be placed upon any telephone poles.
3. *Duration:* missing pet sign(s) may be posted for a period of not more than ten days.
4. *Illumination:* A missing pet sign shall not be illuminated.
5. *Permit:* No permit or fee shall be required for any missing pet sign.
6. *Sign Dimensions and colors:* Signs shall be placed on the ground and shall not exceed four (4) feet in height and shall not exceed eight (8) square feet in area. The background and/or primary color of the sign shall be white.

F. Home Occupation Signs – (refer to Chapter 3 of the Land Development Code regarding Home Occupations).

G. Model Home Signs – The purpose of a model home sign is to provide advertising of a typical completed residential dwelling. A model home sign shall be allowed in any residential zoning district in accordance with Table 7-4, provided the sign and the model home are located in the subdivision being developed. Model home signs are limited to one per premises. A model home sign permit may not exceed a period of 24 months, provided if the model home is sold prior to the expiration of the 24 month period, the sign shall be removed when the sale is completed. The maximum area, height, spacing and setbacks of a Model Home sign shall conform to the specifications contained in Table 7-5.



H. Political Signs – A political sign shall be allowed in any zoning district. No political sign shall be attached to any utility, light, or traffic signal pole. A political sign shall not be illuminated. Political signs shall be subject to the following additional regulations.

1. *Political Signs on Publicly Owned Property* – A political sign shall not be placed upon any publicly owned property including but not limited to City parks, City facilities, school district property, or state or federally owned property, except for the following:
 - a. Said political sign(s) shall be placed in the perimeter landscaped area on the subject property being used as a polling location in accordance with Texas Election Code Section 61.003 or 85.036;
 - b. Said political sign(s) shall not exceed four (4) square feet in area;
 - c. Said political(s) shall be attached to a metal stake, not to exceed a 9 gauge diameter, driven into the ground;
 - d. Said political sign(s) shall not encroach upon any tree roots, irrigation lines, and any other underground vegetation, or structure;
 - e. Said political sign(s) shall not extend over any sidewalk, street, or driveway;
 - f. Said political sign(s) shall not be placed within 30 feet of an identical sign(s);
 - g. Said political sign(s) may be placed beginning 48 hours prior to the first day of the early voting period, and must be removed within three (3) days after early voting of said election, unless the polling location for Election Day is held in the same location at early voting, then the signs shall be removed by 10:00 a.m. on the day following the election;
 - h. For a location used for Election Day only, said political sign(s) shall be placed beginning at 6:00 p.m. the day before Election Day, and shall be removed by 10:00 a.m. on the day following the election.



City of Colleyville City Council Agenda Briefing

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

Agenda Number WS-3

Agenda Date 09/18/2018

Type Worksession

Department City Secretary

Title

Discussion of the September 18, 2018, City Council regular agenda items



City of Colleyville City Council Agenda Briefing

City Hall
100 Main Street
Colleyville, Texas 76034
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Agenda Number 1

Agenda Date 09/18/2018

Type Executive Session

Department City Secretary

Title

Section 551.071 - Legal - Consultation with attorney on legal issues raised by items on the agenda

Section 551.071 - Legal - Consultation with attorney regarding contemplated and/or pending litigation, including:

- Glade Road eminent domain cases for Parcels 150 and 159

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

- Glade Road Project Phases 1B and 2
- Acquisition of real property along SH2

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-18-4304

**A RESOLUTION APPROVING COUNCIL ACTION
REGARDING EXECUTIVE SESSION ITEMS AT THE REGULAR
CITY COUNCIL MEETING OF SEPTEMBER 18, 2018**

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 18TH DAY OF SEPTEMBER 2018.

Mayor Richard Newton	_____	Mayor Pro Tem Bobby Lindamood	_____
Place 1, Tammy Nakamura	_____	Place 3, Kathy Wheat	_____
Place 4, George Dodson	_____	Place 5, Chuck Kelley	_____
Place 6, Callie Rigney	_____		

ATTEST:

CITY OF COLLEYVILLE

Christine Loven, TRMC
City Secretary

Richard Newton
Mayor



City of Colleyville City Council Agenda Briefing

City Hall
100 Main Street
Colleyville, Texas 76034
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Agenda Number 3

Agenda Date 09/18/2018

Number

Type Announcements, Proclamations, and Presentations

Department City Manager

Title

In recognition of the Featured Business of the Month - Macho Self Storage of Colleyville, 6511 Colleyville Boulevard, Owner/Manager Donna Ducey - Mayor Richard Newton and Assistant City Manager Mark Wood

RESOLUTION R-18-4305
A RESOLUTION APPROVING CITY COUNCIL ACTION UNDER CONSENT
ITEMS AT THE REGULAR CITY COUNCIL MEETING OF
SEPTEMBER 18, 2018

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 4, 2018
 - b. Approval of the minutes of the City Council Worksession of September 6, 2018
 - c. Approval of the minutes of the City Council Worksession of August 28, 2018
 - d. Approval of authorized broker/dealers for investment purchases
 - e. Approval of an Interlocal Agreement and funding for the Metroport Teen Court Program
 - f. Approval to use the Voluntary Library Fund in Fiscal Year 2019, for the purchase of library materials, collection processing supplies, and library programs, in an amount not to exceed \$167,000
 - g. Adoption of the Fiscal Year 2019 to 2023 Capital Improvement Program (CIP)
 - h. Approval of the Grounds Maintenance Mowing Contract with Whitmore and Sons, Inc., in an amount not to exceed \$214,784.73, and authorize the city manager to execute same, and any associated change orders, in an amount not to exceed 25 percent of the contract price

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF _ AYES, _ NAYS AND _ABSTENTIONS ON THIS
THE 18TH DAY OF SEPTEMBER 2018.

Mayor Richard Newton	_____	Mayor Pro Tem Bobby Lindamood	_____
Place 1, Tammy Nakamura	_____	Place 3, Kathy Wheat	_____
Place 4, George Dodson	_____	Place 5, Chuck Kelley	_____
Place 6, Callie Rigney	_____		

ATTEST:

CITY OF COLLEYVILLE

Christine Loven, TRMC
City Secretary

Richard Newton
Mayor



City of Colleyville City Council Minutes - Draft

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

Tuesday, September 4, 2018

CITY COUNCIL CHAMBERS

Mayor Richard Newton called the Colleyville City Council Worksession to order on Tuesday, September 4, 2018, at 5:00 p.m.

ROLL CALL: Mayor Richard Newton, Mayor Pro Tem Bobby Lindamood, and Councilmembers Tammy Nakamura, Kathy Wheat, George Dodson, Chuck Kelley and Callie Rigney.

ALSO PRESENT: City Manager Jerry Ducay, Assistant City Manager Mark Wood, Assistant City Manager Adrienne Lothery, Police Chief Michael Miller, Fire Chief Brian Riley, Community Development Director Ben Bryner, Public Works Director Ray Silva-Reyes, Parks and Recreation Director Lisa Escobedo, Library and Special Events Director Mary Rodne, Colleyville Center Manager Leslie Hill, Community Relations Specialist Erin Spicer, City Attorney Whitt Wyatt, and City Secretary Christine Loven.

WS-1 Parks Master Plan and Summary Document

Parks and Recreation Director Lisa Escobedo presented this item, giving a history and highlights of the Parks Master Plan process and design of the summary documents.

Councilmember Wheat suggested adding hyperlinks to the brochure which will take the reader directly to the details within the Master Plan.

The City Council thanked staff for creating the document.

WS-2 Presentation of the 50% Design - Colleyville Plaza

Assistant City Manager Adrienne Lothery provided a synopsis of the project and stated there are several decision points which City Council will make this evening which will give further guidance to Freese and Nichols and allow the project to move forward. She then introduced Shane Friese, Freese and Nichols.

Mr. Friese introduced the Freese and Nichols project team: Wendy Shabay, Gaylen Laing, and Michael Webb. Mr. Friese, Mr. Laing, and Mr. Webb reviewed the design plans and answered questions of the City Council.

The Council agreed the stage roof should be the tinted polycarbonate, the upgrade of trees to 6" caliber trees, and metals strips, with a rounded edge, not points, on the edge of limestone benches to keep skateboarders off, is warranted. The Council took under advisement the two colors of pavers and will need time to

consider their color choice. The Council also agreed the option of extending the pavers to allow a more coordinated look with city hall made sense. The Council agreed chairs without arms would be easier to use and move around and the park benches should be from the same manufacturer as the other benches in The Village. The Council also agreed to metal screening between the two outer posts on each side of the stage with a tree/leaves design and that a removable screen behind the stage should be included.

WS-3 Presentation of the 2019 Local Street Maintenance Program

Public Works Director Ray Silva-Reyes reviewed the 2019 Local Street Maintenance Program and answered questions of the City Council.

Councilmember Dodson stated residents have complained about micro resurfacing because the base is loose and rough. Director Silva-Reyes stated each technique has a benefit, however, being aware of complaints, he will be watchful. Mayor Newton said that the previous Public Works Director was supposed to have evaluated the different technologies for “micro services” and report back to the Council on the analysis and recommended technology. This had not been done and was still expected.

Director Silva-Reyes also noted it is anticipated the County will provide support for seven of the road projects, which allows the City to save funds and complete more projects.

WS-4 Discussion of the September 4, 2018, City Council regular agenda items

Mayor Newton stated the applicants for Old Grove Addition have requested the item remain tabled.

Mayor Newton announced all votes will be taken verbally this evening as the vendor servers which host the software are down.

Mayor Newton adjourned the worksession at 6:17 p.m.

Mayor Newton called the Executive Session to order at 6:18 p.m. and called the roll.

ROLL CALL: Mayor Richard Newton, Mayor Pro Tem Bobby Lindamood, and Councilmembers Tammy Nakamura, Kathy Wheat, George Dodson, Chuck Kelley and Callie Rigney.

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 items on the agenda

Section 551.071 - Legal - Consultation with attorney regarding contemplated and/or pending litigation, including:

- Glade Road eminent domain cases for Parcels 150 and 159

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

- Glade Road Project Phases 1B and 2
- Acquisition of real property along SH2

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 6:46 p.m.

The regular meeting of the Colleyville City Council was called to order by Mayor Newton at 7:30 p.m.

ROLL CALL: Mayor Richard Newton, Mayor Pro Tem Bobby Lindamood, and Councilmembers Tammy Nakamura, Kathy Wheat, George Dodson, Chuck Kelley and Callie Rigney.

**INVOCATION: Counselor in Bishopric Bruce Crandall
Church of Christ of Latter-day Saints**

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-18-4300

Mayor Newton read Resolution R-18-4300 in its entirety.

Mayor Newton explained this resolution was for right-of-way for the Glade Road project. Mayor Newton stated the City is making steady progress on acquiring the temporary right of way and construction easements needed to initiate the project. Mayor Newton opened the public hearing at 7:35 p.m.

There was no one present wishing to speak and Mayor Newton closed the public hearing at 7:35 p.m.

Mayor Newton noted the voting software will not be used tonight due to our vendor's server going down.

Mayor Pro Tem Lindamood made a motion to approve Resolution R-18-4300 and Councilmember Dodson seconded the motion.

The motion to approve carried with the following vote:

Aye: 7 – Mayor Richard Newton, Mayor Pro Tem Bobby Lindamood and Councilmembers Tammy Nakamura, Kathy Wheat, George Dodson, Chuck Kelley and Callie Rigney.

3. ANNOUNCEMENTS, PROCLAMATIONS, AND PRESENTATIONS

Announcements of civic and charitable events

Presentation of calendar events and updates

Announcements of awards and recognition

Mayor Newton stated he has been commenting on the sales tax rate every month and the promotions the City has in place to assist Colleyville businesses. He then announced a second mailing of the QP3 program which is the \$10 gift card off a \$20 purchase at a Colleyville business has been mailed and this card is red. Mayor Newton said the red card works the same as the blue card and the City has mailed a letter to all businesses informing them of the second mailing. Mayor Newton noted the success of the program is being tracked and he is aware there are some businesses collecting the cards, but have not yet sought reimbursement. He stated another program, QP4, is in the planning process.

Mayor Pro Tem Lindamood announced there will be an open house/public meeting to discuss the McDonwell School Road/Westcoat Drive Roundabout at Colleyville Center on September 13, 2018, 5-7 p.m.

Councilmember Nakamura stated signage is being placed in the roundabouts where improvements are being made so residents are aware of the upcoming projects, and she thanked Parks and Recreation Director Lisa Escobedo and her staff for all their efforts and doing a great job.

Councilmember Wheat stated the Library reconfiguration project is going well, both levels are being reconfigured with shelving, lighting, and technology enhancements. She noted the Library will close September 17-25 and will reopen on September 26, but the drive through will be open during this time.

Councilmember Dodson stated the City is aware of the increased train noise. TexRail has advised new trains are being tested and the horns are a testing requirement and they expect this to continue until January.

Councilmember Rigney announced the Chamber of Commerce Golf Tournament, Monday, September 17 at Timarron Country Club, 1400 Byron Nelson Parkway, in Southlake.

Councilmember Kelley stated Heritage Lane which is controlled by the City of Euless will be closed September 21 while a right turn lane is installed.

He also stated residents have reported receiving phone calls soliciting donations for the police and fire department and advised these are scams and should be reported to the police department.

4. CONSENT: READING AND PUBLIC HEARING- RESOLUTION R-18-4301

- 4a** Approval of the minutes of the regular City Council meeting of August 21, 2018
- 4b** Adopting the Economic Development Capital Improvement Program (EDCIP) for the Fiscal Years 2019-2023 of the Colleyville Economic Development Corporation
- 4c** Adoption of the Colleyville Economic Development Corporation Fiscal Year 2019 Budget
- 4d** Approval of a lease and maintenance agreement for multi-function photocopiers with Toshiba, and authorizing the City Manager to execute the agreement
- 4e** Approval of Change Order Number 1 to the contract with Old Castle Materials Texas, Inc., dba Texas Bit for the 2018 Asphalt Pavement Improvement Project, in an amount not to exceed \$216,147.02, for a total contract amount of \$1,081,037.44, and authorizing the City Manager to execute the change order

Mayor Newton read Resolution R-18-4301 in its entirety.

Assistant City Manager Adrienne Lothery provided highlights of items 4b, 4c, and 4d.

Mayor Newton stated the effective tax rate will be discussed later on the agenda, but noted the tax rate will go down only because we have a great staff who work to save money and demand competitive pricing as illustrated in item 4d.

Councilmember Dodson thanked staff for going out to bid on the copiers.

Public Works Director Ray Silva-Reyes presented item 4e.

Mayor Newton noted the timing of the projects are designed to be performed with less disruption and detours because 26 is still under construction.

Councilmember Nakamura thanked Director Silva-Reyes for stepping right in and getting our road projects underway.

Mayor Newton opened the public hearing at 8:01 p.m.

There was no one present wishing to speak and Mayor Newton closed the public hearing at 8:02 p.m.

Councilmember Nakamura made a motion to approve Resolution R-18-4301 and Councilmember Rigney seconded the motion.

The motion to approve carried with the following vote:

Aye: 7 – Mayor Richard Newton, Mayor Pro Tem Bobby Lindamood and Councilmembers Tammy Nakamura, Kathy Wheat, George Dodson, Chuck Kelley and Callie Rigney.

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

5a Ordinance O-18-2057

Consideration of amendments to the Land Development Code, specifically Chapter 6 – Commercial Design Standards, Chapter 8 - Plat Review Procedures, and Chapter 9 - Subdivision Design & Public Facilities

Mayor Newton read the caption of Ordinance O-18-2057.

Community Development Director Ben Bryner stated there are no updates, but he can review the highlights at Council's request.

Mayor Newton stated it was not necessary as City Council had met in worksession and reviewed these chapters line by line and the video is available online.

Councilmember Dodson asked Director Bryner if other cities have already adopted the new structure for commercial design standards. Director Bryner advised he is aware Southlake has used similar standards since 2001.

Councilmember Kelley thanked Director Bryner for taking the lead in the revisions to the Land Development Code. Mayor Newton agreed and noted all chapters will have been reviewed by the end of the year.

City Manager Ducay stated Director Bryner has saved the City thousands of dollars in doing this work himself as cities usually hire consultants for this type of work.

Councilmember Dodson stated the City of Austin has spent over six years and thousands of dollars attempting to complete their updates and it still hasn't happened.

Mayor Newton opened the public hearing at 8:13 p.m.

There was no one present wishing to speak and Mayor Newton closed the public hearing at 8:13 p.m.

Councilmember Wheat made a motion to approve Ordinance O-18-2057 and Councilmember Kelley seconded the motion.

The motion to approve carried with the following vote:

Aye: 7 – Mayor Richard Newton, Mayor Pro Tem Bobby Lindamood and Councilmembers Tammy Nakamura, Kathy Wheat, George Dodson, Chuck Kelley and Callie Rigney.

Mayor Newton asked if there was anyone present who was expecting to comment on the Old Grove Addition which is a tabled resolution. There was no one present and Mayor Newton stated Resolution R-18-4294 will remain tabled.

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

6a Ordinance O-18-2058

Amending Ordinance O-17-2028 relating to the Fiscal Year 2018 budget

Mayor Newton read the caption of Ordinance O-18-2058.

Assistant City Manager Adrienne Lothery presented this item.

Councilmember Dodson stated when the Water and Wastewater Advisory Committee was appointed we didn't know how much funding was in reserves, by adding the line items into the budget, the picture is clear and there is a dramatic improvement.

Mayor Newton opened the public hearing at 8:20 p.m.

There was no one present wishing to speak and Mayor Newton closed the public hearing at 8:20 p.m.

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

6b Ordinance O-18-2059

Adoption of the proposed Fiscal Year 2019 budget

Mayor Newton read the caption of Ordinance O-18-2059.

Assistant City Manager Adrienne Lothery presented this item outlining it is a balanced budget and the General Fund revenues projected for FY 2019 were exactly the same as for FY 2018, allowing the City Council to approve an effective tax rate, which is very hard to do.

Mayor Newton stated it is a great budget and he cannot remember the number of worksessions they conducted leading up to this budget, but it began a year ago when the Council developed a strategy to prepare for an effective tax rate. Mayor Newton noted over \$1 million dollars had to be saved to get to this point and staff has done a great job streamlining processes to save money and he appreciates City Manager Jerry Ducay and his staff for accomplishing this goal. Mayor Newton also pointed out that Colleyville did not go into austerity mode to accomplish this. On the contrary, Colleyville has actually increased its service level.

Councilmember Nakamura stated the City Council set the goal of setting an effective tax rate and Jerry came through and did it without letting employees go.

Mayor Newton stated though there has been a reduction in work force, the City is not in austerity mode, we are moving forward and a lot of good things are happening.

City Manager Ducay noted this is not the end goal, it is a philosophy, and we are using all our tools to get there and keep going.

Mayor Newton opened the public hearing at 8:31 p.m.

There was no one present wishing to speak and Mayor Newton closed the public hearing at 8:31 p.m.

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

6c Ordinance O-18-2060

Adoption of the Ad Valorem Tax Rate for Fiscal Year 2019

Mayor Newton read the caption of Ordinance O-18-2060.

Assistant City Manager Adrienne Lothery presented this item, noting she is aware of only one other city which has achieved an effective tax rate. She stated Colleyville's focus is on the tax needed to reach its service goals, rather than tax rate.

Mayor Newton stated we have been able to reach the effective tax rate without issuing new debt and our current debt will be paid off in ten years. To set the effective tax rate in perspective Mayor Newton pointed out the tax rate was lowered to offset the 8-percent increase in Colleyville property values so the amount the "average Colleyville resident" pays in Colleyville property taxes in FY 2019 is the same amount of money as in FY 2018. He said Colleyville is in extraordinary good financial shape.

Councilmember Dodson noted while the City will receive the same amount of tax revenue as last year, some individual's tax bill will vary some, based on their property values, and will not be exactly what they paid last year.

Mayor Newton agreed and noted TAD is responsible for the property appraisals. He stated he is happy the property values increase because it means we are economically healthy, and he hopes the values never go down. He also said it is the elected official's responsibility, and they should be held accountable to set tax rates that mitigate the impact of increasing property values on the amount of taxes residents pay to taxing authorities. Unfortunately most elected officials do not do this.

Mayor Newton stated he has given presentations on the tax rate and broke down the average home owners City tax bill which equals approximately \$139 per month. Mayor Newton noted that is less than the average monthly telephone, cable, or internet bill and for \$139 per month residents receive the value of parks, police, fire, public works, etc.

Councilmember Kelley noted he and Councilmember Rigney were elected at the later part of the budget process but noted the bar has been set high and we are being fiscally responsible and he is proud to be a part of that.

Mayor Pro Tem Lindamood agreed and noted we are transparent and he is proud of that.

Mayor Newton stated it is Council's strategy and policy to set an effective tax rate whenever possible, and that may not always be possible. However, if not, the Council should always be able to explain to citizens the amount of additional revenue they are raising with the new tax rate over the previous year and what it will be spent for and why it is a priority.

Mayor Newton opened the public hearing at 8:46 p.m.

There was no one present wishing to speak and Mayor Newton closed the public hearing at 8:46 p.m.

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

6d Ordinance O-18-2061

An ordinance amending Section 3 - Service Charges of the Water and Sewer Policy and Procedure Manual as contained in the Code of Ordinances, to implement updated base rates

Mayor Newton read the caption of Ordinance O-18-2061.

Assistant City Manager Mark Wood presented this item noting that the base rate for water and waste water, which funds Colleyville's operation of those systems was actually being decreased because Colleyville's costs have gone down. The difference in the new rate and the old rate is being applied to the Utility Capital Improvement Fund, resulting in the same rate for 99% of Colleyville residents as last year. He also pointed out the City funds all capital improvements with cash and has a fully funded five year capital improvement plan.

Mayor Newton noted the City spends about \$2 million per year in utility capital projects and the CIP fee in the utility bill goes to replenish the Utility Capital Improvement Fund. He further noted 99% of residents have a one-inch meter or smaller and their overall base rate is remaining the same for FY 2019.

City Manager Ducay noted the five-year CIP is being funded without debt and the current funding is for years six and seven.

Mayor Newton opened the public hearing at 8:55 p.m.

There was no one present wishing to speak and Mayor Newton closed the public hearing at 8:55 p.m.

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

7. RESOLUTION(S): READING AND PUBLIC HEARING

7a Resolution R-18-4302

Approval of the 2018 Parks, Recreation, and Open Space Master Plan

Mayor Newton read Resolution R-18-4302 in its entirety.

Parks and Recreation Director Lisa Escobedo presented this item and provided the highlights of the Parks Master Plan process. Director Escobedo noted the Summary Brochure presented in the worksession will accompany the Master Plan for ease in reviewing plan specifics.

Mayor Newton stated trails are also provided for in this Parks Master Plan and stated trails are different than sidewalks and the sidewalks plan will be updated in the future.

Mayor Newton opened the public hearing at 9:05 p.m.

There was no one present wishing to speak and Mayor Newton closed the public hearing at 9:05 p.m.

Councilmember Dodson made a motion to approve Resolution R-18-4302 and Councilmember Rigney seconded the motion.

The motion to approve carried with the following vote:

Aye: 7 – Mayor Richard Newton, Mayor Pro Tem Bobby Lindamood and Councilmembers Tammy Nakamura, Kathy Wheat, George Dodson, Chuck Kelley and Callie Rigney.

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

8a Resolution R-18-4294

Consideration of a final plat for Lots 1, 2, and 3X, Block 1, Old Grove Addition, Phase II, located at 105 and 103 John McCain Road and 7189 Cast Iron Forest Trail, Case PC17-004

This item remained tabled.

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

Dee Kelley, 705 Hillside, stated she was grateful for everyone here and what's happening within the City and the entire City Council has her support.

Kathy Hadley, 204 North Timberline, encouraged everyone to view the "Settlers Tree" in the Colleyville Nature Center and thanked Director Lisa Escobedo for being awesome. Mrs. Hadley expressed her appreciation to the City Council for all they do.

10. REPORTS

Quarterly Performance Management Report

Assistant City Manager Adrienne Lothery presented this item and provided the highlights of the reports.

Mayor Newton noted the Hotel Occupancy Tax fund is going well.

11. ACTION/RESOLUTION: DISCUSSION AND CONSIDERATION OF A RESOLUTION RATIFYING COUNCIL AGENDA ACTION FOR SEPTEMBER 4, 2018 - READING AND PUBLIC HEARING - RESOLUTION R-18-4303

This resolution was not needed.

12. ADJOURNMENT

There being no further business before the City Council, Mayor Newton adjourned the City Council meeting at 9:20 p.m.

APPROVED BY A VOTE OF _ AYES, _ NAYS, AND _ ABSTENTIONS ON THIS THE 18TH DAY OF SEPTEMBER 2018.

Minutes taken and prepared by:

*Christine Loven, TRMC
City Secretary*



City of Colleyville City Council Worksession Minutes

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

Thursday, September 6, 2018
5:30 p.m.

Executive Conference Room
Third Floor – City Hall

Mayor Richard Newton called the Colleyville City Council Worksession to order on September 6, 2018, at 5:30 p.m.

ROLL CALL: Mayor Richard Newton, Mayor Pro Tem Bobby Lindamood, and Councilmembers Tammy Nakamura, George Dodson, Chuck Kelley, and Callie Rigney.

ABSENT: Councilmember Kathy Wheat

ALSO PRESENT: City Manager Jerry Ducay, Assistant City Manager Adrienne Lothery, Assistant City Manager Mark Wood, Community Development Director Ben Bryner, Principal Planner Jackie Reyleff, Urban Forester Caleb Tandy, Parks and Recreation Director Lisa Escobedo, and City Secretary Christine Loven.

2. PRESENTATION AND DISCUSSION

2a Discussion and review of Chapter 5 of the Land Development Code

Mayor Newton stated the purpose of this worksession was to review Chapter 5 of the Land Development Code item by item.

Community Development Director Ben Bryner presented the staff, City Council, and City Attorney recommendations and each item was discussed and reviewed by City Council.

Director Bryner will incorporate all recommendations into the draft document which will be presented to the Planning and Zoning Commission for review and comment, before being brought before the City Council for final adoption.

City Council and City Manager Jerry Ducay thanked Director Bryner and his staff for the tremendous job they have done and continue to do in updating the entire Land Development Code. As noted before, an update of this significance is usually performed by a consultant and takes many hours and thousands of dollars to complete.

3. ADJOURNMENT

There being no further business before the City Council, Mayor Newton adjourned the worksession at 7:52 p.m.

APPROVED BY A VOTE OF _ AYES, _ NAYS, AND _ ABSTENTIONS ON THIS THE 18TH DAY OF SEPTEMBER 2018.

Minutes taken and prepared by:

*Christine Loven, TRMC
City Secretary*



City of Colleyville City Council Worksession Minutes

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

Tuesday, August 28, 2018
6:30 p.m.

Executive Conference Room
Third Floor – City Hall

Mayor Richard Newton called the Colleyville City Council Worksession to order on August 28, 2018, at 7:00 p.m.

ROLL CALL: Mayor Richard Newton, Mayor Pro Tem Bobby Lindamood, and Councilmembers Tammy Nakamura, Kathy Wheat, George Dodson, Chuck Kelley, and Callie Rigney.

ALSO PRESENT: City Manager Jerry Ducay, Assistant City Manager Adrienne Lothery, Assistant City Manager Mark Wood, and City Secretary Christine Loven.

2. PRESENTATION AND DISCUSSION

2a Follow-up discussion on the 2018-2019 City Council Priorities and objectives

Mayor Newton stated the purpose of this worksession was to review the goals and objectives which were discussed at the June 20, 2018, Priorities Setting Worksession.

City Council focused on the High-Priority Objectives, established an order, and strategies for achievement.

City Council directed staff to work with David Eisenlohr, Azimuth Group to finalize the goals and objectives results report which will provide direction to staff and City Council in the coming year.

3. ADJOURNMENT

There being no further business before the City Council, Mayor Newton adjourned the worksession at 8:03 p.m.

APPROVED BY A VOTE OF _ AYES, _ NAYS, AND _ ABSTENTIONS ON THIS THE 18TH DAY OF SEPTEMBER 2018.

Minutes taken and prepared by:

*Christine Loven, TRMC
City Secretary*



City of Colleyville City Council Agenda Briefing

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

Agenda Number 4d

Agenda Date 09/18/2018

Number Resolution R-18-4305

Type Resolution

Department Finance

Title

Approval of authorized broker/dealers for investment purchases

Strategic Plan

F1- Protect and preserve the City's top financial ratings

F2- Invest to provide and maintain high quality public assets

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

Explanation

Reading and Public Hearing

The City's Investment Policy (attached) provides that the City Council shall annually approve broker/dealer firms to receive quotes for investment purchases.

By definition, an investment broker brings buyers and sellers of investments together and an investment dealer, as opposed to an investment broker, sells from their inventory of investment purchases they own.

Staff recommends Council's approval to update the approved broker/dealer list to receive investment quotes from the following firms:

- Cantor Fitzgerald L.P.
- Duncan-Williams, Inc.
- Raymond James
- Multi-Bank Securities, Inc (MBS)

Cantor Fitzgerald L.P. and Duncan Williams, Inc. are firms Council has approved in the past and the City is currently using.

Raymond James and Multi-Bank Securities, Inc (MBS) requested to be added to the City's approved broker/dealer listing. Attached are the Texas municipalities served by those firms. Staff reached out to the references and they were highly pleased with the quality of services received from both firms.

Financial Impact

Receive competitive investment quotes and maximize returns on investments

Recommendation

Approve

Attachments

1. Authorized Brokers and Dealers
2. Investment Policy approved by Council on 7.17.18
3. Duncan Williams - Certification
4. Cantor F. - Certification
5. Raymond James - Texas Municipal Clients
6. Raymond James - Certification
7. MBS - Texas Municipal Clients
8. MBS - Certification

Annual Approval of Authorized Brokers & Dealers

City Council
September 18, 2018

Investment Policy



The City's Investment Policy provides that the City Council shall annually review and approve the authorized brokers and dealers listing.

- An investment **broker** brings buyers and sellers of investments together.
- An investment **dealer** sells from their inventory of investment purchases that they own.

Authorized Brokers and Dealers



Staff recommends council's approval to update the authorized brokers/dealers listing as follows:

Cantor Fitzgerald L.P. and **Duncan Williams, Inc.** are firms Council has approved in the past.

Raymond James and **Multi-Bank Securities, Inc (MBS)** would like to do business with the city. Both firms received great positive reviews from current municipal clients.

Brokers/Dealers

Duncan-Williams, Inc.

Cantor Fitzgerald L.P.

Raymond James

Multi-Bank Securities,
Inc (MBS)

New Firms: Sample Municipal Clients



Raymond James	Multi-Bank Securities, Inc (MBS)
City of Plano	City of Arlington
D.A.R.T.	City of Carrollton
City of Irving	City of Dallas
City of Carrollton	City of Plano
City of Flower Mound	City of San Antonio
City of Richardson	County of Denton
University of North Texas	State of Texas Treasury Safekeeping Trust Company
Dallas ISD	Town of Flower Mound
Fort Worth ISD	San Antonio Water System
Tarrant Regional Water District	City of Grapevine

CITY OF COLLEYVILLE INVESTMENT POLICY

Policy

It is the policy of the City of Colleyville (the City) to invest public funds in a manner consistent with the Public Funds Investment Act, Chapter 2256, Texas Government Code (the "Act") which places priority in the following order: preservation and safety of principal; liquidity; and yield.

Governing Body

All investment and cash management activities shall be conducted in full compliance with applicable City ordinances as well as state and federal rules and regulations.

Specific statutory regulations for the investment of public funds in Texas are found in the Act. All investments will be made in accordance with this statute. Collateral requirements are established in Texas by the Public Funds Collateral Act, Chapter 2257, Texas Government Code, for all public Texas funds deposits.

Scope

This investment policy applies to all financial assets of the City. These funds are accounted for in the City's Comprehensive Annual Financial Report and include:

- General Fund
- Special Revenue Funds
- Capital Projects Funds
- Enterprise Funds
- Debt Service Funds, including reserves and sinking funds
- Trust and Agency Funds, to the extent not required by law or existing contract to be kept segregated and managed separately

and any new fund created by the City Council, unless specifically exempted by the City Council or by law. All funds may be combined as pooled funds unless specifically prohibited by State law or statute or City ordinance.

Objectives

Resolution: R-18-4285 July 17, 2018

The primary objectives, in priority order, of the City's investment activities shall be:

Safety: Consistent with the requirement of the Act, safety of principal is the foremost objective of the City in managing its portfolio. Investments of the City shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. To attain this objective the City will diversify its investments by investing funds among a variety of securities offering independent returns and financial institutions. The City will also take into account the marketability of the investment if the need arises to liquidate the investment before maturity.

Liquidity: The City will also maintain sufficient liquidity to provide adequate and timely working funds.

Diversification: The portfolio shall be diversified by market sector, institution, and maturity in order to manage market risk.

Return on Investments: The investment portfolio shall be designed with the objective of obtaining a rate of return throughout budgetary and economic cycles, commensurate with the investment risk constraints and cash flow needs. The City investment strategy is passive and the portfolio shall be designed with the objective of regularly exceeding the weighted average return on thirteen-week Treasury bills. This is considered a benchmark for riskless investment transactions, and therefore, is a minimum standard for the portfolio's rate of return. For bond funds that fall under the arbitrage provisions of the Tax Reform Act of 1986, the City will attempt to earn allowable bond yield with market conditions permitting.

Delegation of Authority

The City designates the Investment Officers to be the City Manager, Chief Financial Officer, and Accounting Manager working jointly to ensure that investment objectives and day-to-day management activities are accomplished

Ethics and Conflict of Interest

In accordance with section 2256.005 of the Act, all investment Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or that could impair their ability to make impartial investment
Resolution: R-18-4285 July 17, 2018

decisions. Employees shall disclose to the City of Colleyville and Texas Ethics Commission a statement under the following conditions:

- A. If they have a personal business relationship with a business organization offering to engage in an investment transaction with the entity. Under the Act, a personal business relationship is defined as:
 - 1. The investment officer owns 10 percent or more of the voting stock or shares of the business organization or owns \$5,000 or more of the fair market value of the business organization;
 - 2. Funds received by the investment officer from the business organization exceed 10 percent of the investment officer's gross income for the previous year; or
 - 3. The investment officer has acquired from the business organization during the previous year, investments with a book value of \$2,500 or more for the personal account of the investment officer.
- B. If they are related within the second degree by affinity or consanguinity, as determined by Government code Chapter 573, degrees of relationship; nepotism prohibition, to an individual seeking to sell an investment to the City of Colleyville.

Prudence

Investments shall be made with judgement and care – under circumstances then prevailing – which persons of prudence, discretion, and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

The standard of prudence to be used by investment officials shall be the "prudent person", which means the officer may not be an expert but is obligated to act responsibly and shall be applied in the context of managing an overall portfolio. Investment officers acting in accordance with written procedures and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

Resolution: R-18-4285 July 17, 2018

Investment officers shall notify the City Council in writing of any conflicts of interest, as defined by the Act, no later than the next regularly scheduled Council meeting.

It is the policy of the City that the Investment Officers perform their duties in accordance with the policies and procedures set forth in this policy. The Investment Officers of the City shall be personally indemnified in the event of investment loss provided the Investment Policy is followed.

Internal Controls

The Investment officers shall establish a system of written internal controls which shall be reviewed annually by the independent auditor. The controls shall be designed to prevent the loss of public funds due to fraud, error, misrepresentation, unanticipated market changes or imprudent actions.

Permissible Instruments

The Act lists all possible authorized investments available to Texas public entities. The City shall invest only in those investments authorized below as such investments are further defined by the Act. If this policy provides for a lower stated maximum maturity or other more restrictive condition on an authorized investment that more restrictive requirement controls. If changes are made to the Act to allow for additional possible authorized investments, such investments will not be authorized by the City until this policy is modified and adopted by the City Council.

1. Obligations of the United States or its agencies or instrumentalities;
2. Direct obligations of the State of Texas or its agencies;
3. Other obligations, the principal of and interest on which are unconditionally guaranteed or insured by the State of Texas or the United States or its agencies or instrumentalities;
4. Obligations of states, agencies, counties, cities, and other political subdivisions of any state having been rated as to investment quality by nationally recognized investment rating firm and having received a rating of not less than "A" or its equivalent;
5. Certificates of deposit issued by state and national depository

Resolution: R-18-4285 July 17, 2018

institutions that have its main office or branch office in this state that are:

- a. Guaranteed or insured by the Federal Deposit Insurance Corporation, FSLIC or its successors; or
 - b. Secured by obligations that are described by subdivisions (1) through (4) of this subsection, which are intended to include all direct federal agency or instrumentality issued mortgage backed securities, and which have a market value of not less than the principal amount of the certificates or in any other manner and amount provided by law for deposits of the investing entities;
6. Invest in a local government investment pool as authorized by the Interlocal Cooperation Act, as amended, and the Act, as amended. The investment pool must comply with the requirements of the Public Funds Investment Act, as amended, as follows:
- a. The investment pool maintains a stable asset value of one dollar as defined in the Act;
 - b. The investment pool maintains a AAA, or AAAm rating by one of the nationally recognized rating agencies;
 - c. The investment pool's maximum average dollar weighted maturity does not exceed 90 days; and
 - d. The investment pool's continued compliance with the remaining provisions of the Act.
 - e. The eligible investments of the pool are as follows: obligations of the United States or its agencies and instrumentalities, other obligations, the principal of and interest on which are unconditionally guaranteed or insured by the United States, fully collateralized repurchase agreements with a defined termination date secured by obligations of the United States or its agencies and instrumentalities, other obligations, the principal of and interest on which are unconditionally guaranteed or insured by the United States, and SEC registered money market funds authorized by the Act and rated in the highest category by at least one nationally recognized rating agency, reverse repurchase agreements with a term of no longer than 90 days.
 - f. Include in its investment policy and/or operating procedures the following information: a description of eligible investment securities and unacceptable investments, a written statement on investment policy and objectives, a description of interest calculations, distribution, and treatment of gains and losses,

Resolution: R-18-4285 July 17, 2018

security safeguarding, valuation collateralization and auditing, and a fee schedule.

- g. The City may invest in more than one pool, however no more than 5% of the City's total portfolio may be invested in pools containing commercial paper.
7. Direct repurchase agreements with primary security dealers or financial institutions doing business in the State of Texas having a defined termination date, and secured by U.S. Government or federal agency securities, provided that the ownership of collateral for the repurchase agreement is transferred to the City, and deposited with a safekeeping agent for the duration of the contract and a signed master repurchase agreement has been executed with the counterparty.
8. SEC-registered no-load money market mutual funds with a dollar weighted average portfolio of 90 days or less whose assets consist exclusively of United States Government Securities whose investment objectives include seeking to maintain a stable net asset value of \$1.00 per share. Investment in mutual funds shall be limited to a maximum of ten percent (10%) of the City's available funds.
9. Certificate of Deposit Account Registry Service (CDARS) deposited with a certificate of deposit issued by a depository institution that has its main office or branch office in this state that is selected by the investing entity pursuant to the requirements of Section 2256.010 of the Government Code.

The City is not required to liquidate an investment that was authorized at the time of its purchase.

Unacceptable Investment Instruments

The following securities, although authorized by the Public Funds Investment Act, are not eligible investments for the City:

1. Collateralized mortgage obligations and/or obligations of the following structure
 - a) obligations whose payment represents the coupon payments on the outstanding principal balance of the underlying mortgage-backed security collateral and pays no principal;
 - b) obligations whose payment represents the principal stream of

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cash flow from the underlying mortgage-backed security collateral and bears no interest;

c) collateralized mortgage obligations that have a stated final maturity date of greater than 10 years; and

d) collateralized mortgage obligations the interest rate of which is determined by an index that adjusts opposite to the changes in a market index.

2. Commercial Paper (Exception: Local Government Investment Pools which the City participates may contain commercial paper in compliance with Title 10, sec. 2256.013 of the Texas government code)
3. Banker's acceptances
4. Reverse repurchase agreements (Local Government Investment Pools which the City participates in may engage in reverse repurchase agreements if the term is 90 days or less)
5. No-load mutual funds other than SEC-registered no-load money market mutual funds with a dollar weighted average portfolio of 90 days or less whose assets consist exclusively of United States Government Securities whose investment objectives include seeking to maintain a stable net asset value of \$1.00 per share.
6. Guaranteed investment contracts
7. Share certificates of qualifying credit unions

Effect of Loss of Required Rating

An investment that requires a minimum rating does not qualify as an authorized investment during the period the investment does not have a minimum rating. The Investment Officer shall take all prudent measures that are consistent with the City's investment policy to liquidate the investment(s) that does not have the minimum rating (2256.021). In accordance with Section (2256.005(b)), the Investment Officer shall monitor rating changes in current investments by keeping a monthly record of ratings issued by three nationally recognized rating agencies.

Investment Strategy

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The investment strategy by type of fund is as follows:

(1) Operating Funds

The investment strategy for operating fund(s) is to assure that anticipated cash flows are matched with adequate investment liquidity. A secondary objective is to create a portfolio, which will experience minimum volatility during economic cycles. These funds shall not have an investment with a stated maturity greater than two years and the weighted average maturity shall not exceed eighteen months.

(2) Debt Service Funds

The investment strategy for debt service fund(s) is the assurance of investment liquidity to cover the debt service obligations on the required payment date. Investments purchased shall not have a stated final maturity date which exceeds the corresponding debt service payment date. The weighted average maturity shall not exceed one year.

(3) Reserve Funds

The investment strategy for reserve fund(s) is the assurance of investment liquidity adequate to cover the debt service obligations not funded by debt service funds on the required payment date. Investment of reserve funds are controlled by their ordinance, resolution or indenture, and Federal and State law. Bond documents must be examined for each issue, for potential differences with this policy concerning investment instruments, maximum maturity or average life restrictions, call dates or sinking fund redemptions, and applicable arbitrage yields and rebate liability. Provisions contained in the bond documents will supersede provisions of this policy. Weighted average maturity shall be in compliance with bond requirements, as stated.

Reserve funds will be invested using a more conservative approach than the current standard investment strategy when arbitrage rebate rules require refunding excess earnings. All excess earnings received will be segregated to allow a proper determination of interest income to be used in the arbitrage calculation.

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(4) Special Project or Special Purpose Funds

The investment strategy for special projects or special purpose fund portfolio(s) will have as their primary objective to assure that anticipated cash flows are matched with adequate investment liquidity. The city's final maturity dates of securities held shall not exceed the estimated project completion date. Funds in excess of defined construction payment schedules shall be limited to a maximum final maturity date of three years.

Maturity limitations for single issue reserve funds shall not exceed the sooner of five (5) years, the call provisions of the bond ordinance, or the final maturity of the bond issue.

A. Diversification

The City will attempt to limit the risk of loss through diversification of its portfolio and to achieve the aforementioned investment strategies by diversification of instruments.

<u>Diversification by Instrument of Portfolio</u>	<u>Maximum Percent</u>
U.S. Treasury Obligations (Bills, Notes and Bonds),	100%
U.S. Government Agency Securities, and Instrumentalities of Government Sponsored Corporations	75%
Certificates of Deposit (CD's) Commercial Bank's	75%
Local Government Investment Pool	75%
Local Government Investment Pool investing in commercial paper (compliant with Title 10, sec. 2256.013 of the Texas Local Government code)	5%
Certificate of Deposit Account Registry Service (CDARS)	75%
Tri-Party Repurchase Agreement	75%
SEC registered, no-load mutual fund	10%

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Investment Procedures

The City shall enter the following agreements (if applicable): safekeeping, PSA repurchase agreements, wire transfer agreements, banking services contracts, and collateral/depository agreements. These contracts shall include the explicit delegation of authority to persons responsible for the transactions involving these agreements. No person except those designated in the contract may engage in any investment transactions.

On all funds invested in instruments as listed in "Permissible Investments" numbers one through five, oral bids shall be requested from at least two broker/dealers or national banks. The City will accept the bid that provides the highest rate of return within the maturity required and within the parameters of this policy. Records will be kept of the bids offered, bids accepted, and a brief explanation of the decision that was made regarding the investment.

Qualified Institutions

A list of financial institutions, broker/dealers, and depositories authorized to provide investment services will be maintained by the Investment Officer(s).

Certification: Section 2256.005(k) and (l) of the Act requires that any business organization offering to engage in an investment transaction with the City must be provided with a copy of this Investment Policy and Strategy and must provide the City with a written instrument (in a form acceptable to both parties) executed by a representative of the person or entity that substantially acknowledges that the person or entity has:

1. received and reviewed the City's Investment Policy and Strategy; and
2. implemented reasonable procedures and controls in an effort to preclude investment transactions with the City that are not authorized by the City's Investment Policy and Strategy.

Any material changes to the Investment Policy and Strategy will require re-certification by all authorized firms.

Security brokers/dealers: Annually, the City Council shall review and adopt a list of brokers/dealers for investment purposes as recommended by the Investment Officers.

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All personnel working for the firms who will be trading or quoting securities to the City Council must maintain a current NASD license and be registered to deal securities in the State of Texas. Each broker/dealer shall provide the following documentation to the City Council for evaluation:

1. Annual audited financial reports
2. Financial Industry Regulatory Authority (FINRA) registration
3. Central Registration Depository Number (CRD)
4. The City broker/dealer questionnaire (Appendix A) and
5. Investment policy and strategy review certification (Appendix B) on the firm's letterhead signed by a principal of the firm

If the City contracts with a Registered Investment Advisor to manage its portfolio, the approved broker/dealer of that firm will be used, subject to approval by the City council.

Safekeeping

All marketable securities purchased by the City shall be held in third party safekeeping by an institution designated as primary agent. All securities will be delivered to the third party institution by seller. Personnel in the third party institution will verify the correct security was delivered by the seller ("delivery vs payment"). The third party institution shall issue a safekeeping receipt to the City listing the specific instrument, rate/yield, maturity, CUSIP, and other pertinent information. Collateral on deposit type securities which exceed the FDIC coverage shall be held in a third party safekeeping institution. In the event a third party safekeeping institution is used, a collateral agreement shall be executed between the City Council, depository which pledged the collateral, and the third party custodian of the collateral. The City will retain possession of all original safekeeping receipts and the receipts will state the security is pledged to the City. Either the City Manager, Chief Financial Officer or Accounting Manager must approve release of collateral in writing prior to its removal from the safekeeping account.

Selection of Financial Institutions

Depositories shall be selected through the City's banking services procurement process, which shall include a formal request for application. In selecting depositories, the services available, service costs, and credit-worthiness of institutions shall be considered, and the Investment Officers, shall conduct a comprehensive review of prospective depositories' credit characteristics and

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financial history.

The City shall select financial institutions from which the City may purchase certificates of deposit in accordance with the Act and this Policy. The City will have a written depository agreement with any financial institution with whom the City has time or demand deposits. The Investment Officer shall monitor the financial condition of financial institutions where certificates of deposit are held. A qualified representative of the financial institution must sign the investment certification form (Appendix B) on the financial institutions letterhead and it must be kept on file with the City.

Collateral Securities for Certificates of Deposit and Demand Accounts

The City will accept as collateral for its Certificates of Deposit and demand accounts the following securities:

- A. FDIC coverage
- B. U.S. Treasury bills, notes and bonds
- C. United States Agency and instrumentalities bills or notes
- D. GNMA mortgage backed fully modified pass through securities
- E. Texas state, city, county or school bonds with a remaining maturity of seven years or less and a rating of "A" or better by Moody's, Fitch Ratings, and Standard and Poor's.
- F. Surety Bond
- G. Federal Home Loan Bank Letter of Credit issued to the City

Collateral shall be "marked to market" monthly by the Investment Officers. The following percentages constitute the minimum market value for collateral instruments that are pledged for the City's Certificates of Deposit and demand deposits for amounts exceeding the FDIC coverage.

<u>Pledged Collateral</u>	<u>Ratio</u>
1. U.S. Treasury bills, notes, and bonds	
a. maturing within 1 year	102%
b. maturing in 1-5 years	105%
c. maturing in more than 5 years	110%
2. Actively traded U.S. Government Agency securities	
a. maturing in less than 1 year	103%
b. maturing in 1-5 years	107%
c. maturing in more than 5 years	115%
3. GNMA mortgage pass through securities	115%
4. Entities in the State of Texas bonds	
General Obligation Bonds	
a. maturing in less than 1 year	102%
b. maturing in 1-5 years	105%
c. maturing in more than 5 years	107%
Revenue Bonds	
a. maturing in less than 1 year	105%
b. maturing in 1-5 years	110%
c. maturing in more than 5 years	115%

Collateral shall be audited annually by the City's independent auditor and may be audited by the City at anytime during normal business hours of the safekeeping bank.

Arbitrage

The Tax Reform Act of 1986 places limitations on the City's yield from investing certain tax-exempt bond proceeds, debt service funds and reserve funds. The rebate provisions require that the City compute earnings on investments from certain issues of bonds on a periodic basis to determine if rebate is required.

To determine the City's arbitrage position, the City is required to calculate the actual yield earned on the investment of the funds and compare it to the yield that would have been earned if the funds had been invested at a rate equal

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to the yield on the applicable bonds sold by the City. The rebate provisions state that periodically (not less than once every five years and not later than sixty days after maturity of the bonds), the City is required to pay the United States Treasury a rebate of any excess earnings. These restrictions require extreme precision in the monitoring and record keeping of investments, particularly in computing yields to ensure compliance. Failure to comply can dictate that the bonds become taxable, retroactively from the date of issuance.

The investment strategy for bond funds which fall under the arbitrage provisions of the Tax Reform Act of 1986, is that the City will attempt to earn maximum allowable bond yield with market conditions permitting.

Reporting Requirements

The Investment officers shall issue a written report quarterly to the Audit Committee and City Council concerning the City's investment transactions for the preceding quarter and describing in detail the investment position of the City as of the end of the quarter indicating the market values of all investments held during the quarter. The report shall list for each investment held during the quarter: the purchase price of the investment, the par value of the investment, the market value of the investment at the beginning of the quarter, market value of the investment at the end of the quarter, and fully accrued interest for the period. The portfolio shall be marked to market monthly and market pricing information is to be obtained through the use of appropriate external third party software, third party safekeeping service, or a third party independent pricing service. This report shall be in compliance with provisions of the Act, as amended. The report shall be signed by the investment officers and state its compliance with the Act and adopted investment policy strategy. The quarterly investment reports must be reviewed annually by the City's external audit firm as a part of the City's annual audit and reported to the City Council.

Training Requirements

In accordance with the Act (2256.005 and 2256.008), the Investment officers shall attend 10 hours of investment training within 12 months of assuming duties and 8 hours not less than once in a two-year period that begins on the first day of the City's fiscal year and consists of the two consecutive fiscal years after that date. The investment officers shall complete ten hours of training every two years as required by the Act. This training may be obtained from the a source approved by the Texas State Board of Public Accountancy

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including North Central Texas Council of Governments, Government Treasurer's Organization of Texas, Government Finance Officers of Texas, Texas Municipal League and the University of North Texas Center for Professional Development. The training must include education in investment controls, security risks, strategy risks, market risks, and any other topics as required by the Act.

Review of Investment Policy

Annually, the City Council shall formally review the Investment Policy and investment strategy contained with the Policy and record in writing that it has reviewed the Policy and record any changes to either the policy or strategy. Updated council approved investment policies should be provided to the city's authorized firms including the city's depository, investment pools, investment advisors, brokers and dealers the same week council approves the policy. Any changes to the Investment Policy will require re-certification by all authorized firms.

Restated and Revised Policy Adopted:

- July 17, 2018 – Resolution R-18 - 4285

Previous Policy Approval Council Meeting Dates:

- September 19, 2017 - Resolution R-17-4175
- September 6, 2016 - Resolution R-16-4029
- September 1, 2015 - Resolution R-15-3902

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GLOSSARY

AGENCIES - Federal agency securities and/or Government-sponsored entities.

BENCHMARK – A comparative base for measuring the performance or risk tolerance of the investment portfolio. A benchmark should represent a close correlation to the level of risk and the average duration of the portfolio's investments.

BROKER – A broker brings buyers and sellers together for a commission.

CERTIFICATE OF DEPOSIT – A time deposit with a specific maturity evidenced by a certificate. Large- denomination CD's are typically negotiable.

COLLATERAL – Securities, evidence of deposit, or other property which a borrower pledges to secure repayment of a loan. Also refers to securities pledged by a bank to secure deposits of public monies.

DEALER – A dealer, as opposed to a broker, acts as a principal in all transactions, buying and selling for his own account.

DELIVERY VERSUS PAYMENT – Delivery versus payment is the delivery of a security and there is an exchange of money after the delivery of the security.

DISCOUNT SECURITIES – Non-interest bearing money market instruments that are being issued at a discount and redeemed at maturity for full face value, e.g. Treasury Bills.

DIVERSIFICATION – Dividing instruments among securities offering independent returns.

FEDERAL CREDIT AGENCIES – Agencies of the Federal government set up to supply credit to various classes of institutions and individuals e.g. savings and loans, small business firms, students, farmers, farm cooperatives, and exporters.

FEDERAL DEPOSIT INSURANCE CORPORATION (FDIC) – A federal agency that insures bank deposits, currently up to \$100,000 per deposit.

FEDERAL HOME LOAN BANKS (FHLB) – Government sponsored regional wholesale banks which lend funds and provide correspondent banking services to member commercial banks, thrift institutions, credit unions and insurance companies. The mission of the FHLB is to liquefy the housing related assets of its members who must purchase stock in their district bank.

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FEDERAL NATIONAL MORTGAGE ASSOCIATION (FNMA) – FNMA, like GNMA was chartered under the Federal National Mortgage Association Act in 1938. It is a federal corporation and the largest single provider of residential mortgage funds in the United States. FNMA's securities are highly liquid and widely accepted. FNMA assumes and guarantees that all security holders will receive timely payment of principal and interest.

GOVERNMENT NATIONAL MORTGAGE ASSOCIATION (GNMA) – Securities influencing the volume of bank credit guaranteed by GNMA and issued by mortgage bankers, commercial banks, savings and loan associations. Security holder is backed by the full faith and credit of the US Government.

LIQUIDITY – An asset that can be converted quickly and easily to cash.

LOCAL GOVERNMENT INVESTMENT POOL – An investment by local governments in which their money is pooled as a method for managing local funds.

MARKET VALUE – The price at which a security is trading and could presumably be purchased or sold.

MASTER REPURCHASE AGREEMENT – A written contract that establishes each party's rights in the transactions. A master agreement will specify, among other things, the right of the buyer-lender to liquidate the underlying securities in the event of default by the seller-borrower.

MATURITY – The date upon which the principal or stated value of an investment becomes due and payable.

MUTUAL FUND – An investment company that pools money and can invest in a variety of securities, including fixed-income securities and money market instruments. Mutual funds are regulated by the Investment Company Act of 1940 and must abide by Securities and Exchange disclosure guidelines.

PORTFOLIO – Collection of securities held by an investor.

PRIMARY DEALER – A group of government securities dealers who submit daily reports of market activity and positions and monthly financial statements to the Federal Reserve Bank of New York and are subject to informal oversight.

PRUDENT PERSON RULE – An investment standard outlining fiduciary responsibilities of public funds investors relating to investment practices.

RATE OF RETURN – The yield obtainable on a security based on its purchase price or its current market price.

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REPURCHASE AGREEMENT – An agreement of one party to sell securities at a specified price to a second party and a simultaneous agreement of the first party to repurchase the securities at a specified price or at a specified later date.

REVERSE REPURCHASE AGREEMENT – An agreement of one party to sell securities at a specified price to a second party and a simultaneous agreement by the first party to resell the securities at a specified price to the second party on demand or at a specified date.

SAFEKEEPING – Holding of assets (e.g. securities) by a financial institution.

TREASURY BILLS – A non-interest bearing discount security issued by the US Treasury to finance the national debt. Most bills are issued to mature in three months, six months, or one year. The yields on these bills are monitored closely for interest rate trends.

TREASURY BONDS – Long term US government debt securities with maturities of ten to thirty years.

TREASURY NOTES – Intermediate term US government debt securities with maturities of one to ten years.

YIELD – The current rate of return on an investment security generally expressed as a percentage of the securities current price.

CITY OF COLLEYVILLE BROKER/DEALER CERTIFICATION QUESTIONNAIRE

1. Name of Firm

2. Address

3. Telephone

National Number -

Local Number -

4. Primary Representative / Branch Manager

5. Is your firm a primary dealer in U.S. Government securities? If so, how long?

6. Identify all personnel who will be trading or quoting securities to our City's employees.

7. Identify which personnel have read the City of Colleyville's investment policy.

8. Please indicate the current licenses of your representative(s) and attach a copy of their registration.

Representative Name(s)

License(s)

9. Have any of your public sector clients ever reported to your firm, its officers or employees, orally or in writing, that they sustained a loss (in a single year) exceeding 10 percent of original purchase price on any individual security purchased through the firm?

10. Has your firm consistently complied with Federal Reserve Bank's capital adequacy guidelines?

As of this date, does your firm comply with the guidelines?

11. By what factor does your firm presently exceed the capital adequacy guidelines?

12. Please attach a sample of any confirmations or transactions reports that the City will receive after a transaction has occurred.

13. Does your firm participate in the S.I.P.C. insurance program? If not, what is the comparable alternative?

14. What percentage of your transactions failed last month? Last year?

15. Describe the precautions taken by your firm to protect the interests of the public when dealing with governmental agencies as investors.

16. Please attach a copy of your firm's most recent audited financial statements. (Condensed statements are acceptable)

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Appendix B

(To be completed on your firm's letterhead)

Texas Public Funds Investment Act Certification by Business Organization

This certification is executed on behalf of the City of Colleyville, Texas ("the Investor"), and (name of firm) ("the Business Organization") pursuant to the Public Funds Investment Act, Chapter 2256, Texas Government Code, (the Act) in connection with investment transactions conducted between the Investor and the Business Organization.

The undersigned Qualified Representative of the Business Organization hereby certifies on behalf of the Business Organization that:

1. The undersigned is a Qualified Representative of the Business Organization offering to enter an investment transaction with the Investor (Note: as such terms are used in the Public Funds Investment Act, chapter 2256, Texas Government Code) and
2. The Qualified Representative of the Business Organization has received and reviewed the Investment Policy furnished by the Investor and
3. The Qualified Representative of the Business Organization has implemented reasonable procedures and controls in an effort to preclude investment transactions conducted between the Business Organization and the Investor that are not authorized by the Investor's investment policy, except to the extent that this authorization is dependent on an analysis of the makeup of the Investor's entire portfolio or requires an interpretation of subjective investment standards.

Qualified Representative of the Business Organization

Signature

Name

Title

Date

Resolution: R-18-4285 July 17, 2018



DUNCAN-WILLIAMS • EST. 1969
DEBT CAPITAL MARKETS

**Texas Public Funds Investment Act
Certification by Business Organization**

This certification is executed on behalf of the City of Colleyville, Texas ("the Investor"), and (name of firm) ("the Business Organization") pursuant to the Public Funds Investment Act, Chapter 2256, Texas Government Code, (the Act) in connection with investment transactions conducted between the Investor and the Business Organization.

The undersigned Qualified Representative of the Business Organization hereby certifies on behalf of the Business Organization that:

1. The undersigned is a Qualified Representative of the Business Organization offering to enter an investment transaction with the Investor (Note: as such terms are used in the Public Funds Investment Act, chapter 2256, Texas Government Code) and
2. The Qualified Representative of the Business Organization has received and reviewed the Investment Policy furnished by the Investor and
3. The Qualified Representative of the Business Organization has implemented reasonable procedures and controls in an effort to preclude investment transactions conducted between the Business Organization and the Investor that are not authorized by the Investor's investment policy, except to the extent that this authorization is dependent on an analysis of the makeup of the Investor's entire portfolio or requires an interpretation of subjective investment standards.

Qualified Representative of the Business Organization

Signature

Name

Title

Date

Resolution: R-18-4285 July 17, 2018



DUNCAN-WILLIAMS • EST. 1969
DEBT CAPITAL MARKETS

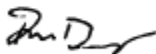
**Texas Public Funds Investment Act
Certification by Business Organization**

This certification is executed on behalf of the City of Colleyville, Texas ("the Investor"), and (name of firm) ("the Business Organization") pursuant to the Public Funds Investment Act, Chapter 2256, Texas Government Code, (the Act) in connection with investment transactions conducted between the Investor and the Business Organization.

The undersigned Qualified Representative of the Business Organization hereby certifies on behalf of the Business Organization that:

1. The undersigned is a Qualified Representative of the Business Organization offering to enter an investment transaction with the Investor (Note: as such terms are used in the Public Funds Investment Act, chapter 2256, Texas Government Code) and
2. The Qualified Representative of the Business Organization has received and reviewed the Investment Policy furnished by the Investor and
3. The Qualified Representative of the Business Organization has implemented reasonable procedures and controls in an effort to preclude investment transactions conducted between the Business Organization and the Investor that are not authorized by the Investor's investment policy, except to the extent that this authorization is dependent on an analysis of the makeup of the Investor's entire portfolio or requires an interpretation of subjective investment standards.

Qualified Representative of the Business Organization


Signature

Name Patricia Bayar

Title Fixed Income Sales

Date 6/26/17

Resolution: R-18-4285 July 17, 2018

**Texas Public Funds Investment Act
Certification by Business Organization**

This certification is executed on behalf of the City of Colleyville, Texas ("the Investor"), and Cantor Fitzgerald & Co. (name of firm) ("the Business Organization") pursuant to the Public Funds Investment Act, Chapter 2256, Texas Government Code, (the Act) in connection with investment transactions conducted between the Investor and the Business Organization.

The undersigned Qualified Representative of the Business Organization hereby certifies on behalf of the Business Organization that:

1. The undersigned is a Qualified Representative of the Business Organization offering to enter an investment transaction with the Investor (Note: as such terms are used in the Public Funds Investment Act, chapter 2256, Texas Government Code) and
2. The Qualified Representative of the Business Organization has received and reviewed the Investment Policy furnished by the Investor and
3. The Qualified Representative of the Business Organization has implemented reasonable procedures and controls in an effort to preclude investment transactions conducted between the Business Organization and the Investor that are not authorized by the Investor's investment policy, except to the extent that this authorization is dependent on an analysis of the makeup of the Investor's entire portfolio or requires an interpretation of subjective investment standards.
4. Notwithstanding the foregoing, nothing in this Certification relieves the Investor of the responsibility for monitoring the investments made by the Investor to determine that the Investor is in compliance with the Investor's Investment Policy.

Qualified Representative of the Business Organization

Signature: _____



Name: _____

John Baldo

Title: _____

Senior Managing Director

Date: _____

8/22/18

Raymond James
Texas Municipal Clients

Account Name	Client Since
City of Plano	2007
D.A.R.T.	2014
Brazosport Water Authority	2015
Methodist Hospital System	2015
City of Irving	2016
Harlandale ISD	2016
City of Carrollton	2017
City of Flower Mound	2017
City of Richardson	2017
University of North Texas	2017
Amarillo ISD	2018
Dallas ISD	2018
Fort Worth ISD	2018
Killeen ISD	2018
Tarrant Regional Water District	2018
Texas Health Resources	2018
Alief ISD	2019*

**Scheduled to be approved with Alief ISD in January 2019*

Texas Public Funds Investment Act
Certification by Business Organization

This certification is executed on behalf of the City of Colleyville, Texas ("the Investor"), and Raymond James & Associates, Inc. ("the Business Organization") pursuant to the Public Funds Investment Act, Chapter 2256, Texas Government Code, (the Act) in connection with investment transactions conducted between the Investor and the Business Organization.

The undersigned Qualified Representative of the Business Organization hereby certifies on behalf of the Business Organization that:

1. The undersigned is a Qualified Representative of the Business Organization offering to enter an investment transaction with the Investor (Note: as such terms are used in the Public Funds Investment Act, chapter 2256, Texas Government Code) and
2. The Qualified Representative of the Business Organization has received and reviewed the Investment Policy furnished by the Investor and
3. The Qualified Representative of the Business Organization has implemented reasonable procedures and controls in an effort to preclude investment transactions conducted between the Business Organization and the Investor that are not authorized by the Investor's investment policy, except to the extent that this authorization is dependent on an analysis of the makeup of the Investor's entire portfolio or requires an interpretation of subjective investment standards.

Qualified Representative of the Business Organization

Signature 

Name William L. Specht

Title Managing Director
Fixed Income Capital Markets

Date August 28, 2018

Resolution: R-18-4285 July 17, 2018



MULTI-BANK SECURITIES, INC.®

Sample of Texas Municipalities That Have an Account With MBS

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Aransas County Independent School District

Castleberry Independent School District

City of Alvarado

City of Arlington

City of Bastrop

City of Baytown

City of Carrollton

City of Dalhart

City of Dallas

City of Del Rio

City of Grapevine

City of Humble

City of Huntsville

City of McKinney

City of Mission

City of Mont Belvieu

City of Nassau Bay

City of Plano

City of San Antonio

City of Santa Fe

City of Stephenville

City of Sugar Land

City of Victoria

City of Weatherford

City of West University

Comal Independent School District

County of Bosque

County of Burnet

County of Collin

County of Denton

County of Gillespie

County of Guadalupe

County of Hamilton

County of Hidalgo

County of Johnson

County of Lampasas

County of Randall

County of Tarrant

County of Travis

County of Victoria

County of Wharton

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Fort Stockton Independent School District

Godley Independent School District

Hidalgo County Drainage District 1

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Johnson County Special Utility District

Lone Star College

Marshall Independent School District

Matagorda County Navigation District No. 1

Mission Redevelopment Authority

Nacogdoches Independent School District

Odem-Edroy Independent School District

Pine Tree Independent School District

Port of Palacios

Port of Port Arthur

San Antonio Water System

State of Texas Treasury Safekeeping

Trust Company

Town of Flower Mound

Town of Prosper

Municipalities in **bold** represent accounts currently registered with eConnectDirect®.
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(954) 351-6930
FAX: (954) 351-9197

Texas Public Funds Investment Act Certification by Business Organization

This certification is executed on behalf of the City of Colleyville, Texas ("the Investor"), and (name of firm) ("the Business Organization") pursuant to the Public Funds Investment Act, Chapter 2256, Texas Government Code, (the Act) in connection with investment transactions conducted between the Investor and the Business Organization.

The undersigned Qualified Representative of the Business Organization hereby certifies on behalf of the Business Organization that:

1. The undersigned is a Qualified Representative of the Business Organization offering to enter an investment transaction with the Investor (Note: as such terms are used in the Public Funds Investment Act, chapter 2256, Texas Government Code) and
2. The Qualified Representative of the Business Organization has received and reviewed the Investment Policy furnished by the Investor and
3. The Qualified Representative of the Business Organization has implemented reasonable procedures and controls in an effort to preclude investment transactions conducted between the Business Organization and the Investor that are not authorized by the Investor's investment policy, except to the extent that this authorization is dependent on an analysis of the makeup of the Investor's entire portfolio or requires an interpretation of subjective investment standards.

Multi-Bank Securities, Inc. (MBS)

(Qualified Representative of the Business Organization)

Emily R. Jones

(Signature)

Emily R. Jones

(Printed Name)

Account Executive

(Title)

9/7/2018

Date

Information gathered from sources believed to be reliable, though not guaranteed. Please confirm all information before investing. This is neither an offer to purchase nor a solicitation to sell any securities and is used for informational purposes only.

Note: Rates and terms are subject to change at any time – please call your MBS representative for further detail and to lock in the latest rates.

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City of Colleyville City Council Agenda Briefing

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

Agenda Number 4e

Agenda Date 09/18/2018

Number Resolution R-18-4305

Type Resolution

Department Finance

Title

Approval of an Interlocal Agreement and funding for the Metroport Teen Court Program

Strategic Plan

- 1.4 Communicate thoroughly and strategically
- 2.1 Provide responsive, efficient city services
- 5.4 Actively seek public/private partnerships

Explanation

Reading and Public Hearing

Since 1994, the City of Colleyville has participated in the Metroport Teen Court program with the cities of Grapevine and Southlake. Fiscal Year 2011 was the first year that the City of Keller participated in the program.

Attached is the proposed Interlocal Agreement for the Metroport Teen Court for Fiscal Year 2019, for an annual cost of \$36,000, a decrease of \$750 from the prior year. The cost of the program is split equally between the four participating cities.

Per the attached memo, in Fiscal Year 2018, the Metroport Teen Court program was used by 73 participants for violations occurring in Colleyville, which reflects 13% of the 568 Metroport Teen Court participants.

Financial Impact

Funding in the amount of \$33,750 was approved in the Fiscal Year 2018 Colleyville Crime Control and Prevention District budget, approved by City Council on August 1, 2017. The remaining \$3,000 is funded out of the Court Building Security Fund for bailiff security services provided during teen court sessions.

Recommendation

Approve

Attachments

1. Teen Court Presentation
2. Interlocal Agreement Memo
3. 2018-19 Interlocal Agreement

Approval of an Interlocal Agreement and funding for the Metroport Teen Court Program

City Council
September 18, 2018

Metroport Teen Court



- Teen Court is a volunteer program which allows juvenile misdemeanor offenders an alternative to the criminal justice system while allowing them also to assume responsibility for their own actions through their involvement in the judicial process and community services in order that their offenses will not be recorded.
- Bringing juvenile offenders to a jury of their peers and to the community for constructive punishment will provide the juveniles with an understanding of the judicial system and a realization of their roles and responsibilities in the community.

Metroport Teen Court



- Since 1994, the City of Colleyville has participated in the Metroport Teen Court program with the cities of Grapevine and Southlake.
- Fiscal Year 2011 was the first year that the City of Keller participated in the program.
- The City of Southlake is responsible for:
 - ❑ Providing office space for staff, and
 - ❑ Collecting an equal share in cost from participating Cities for program maintenance.

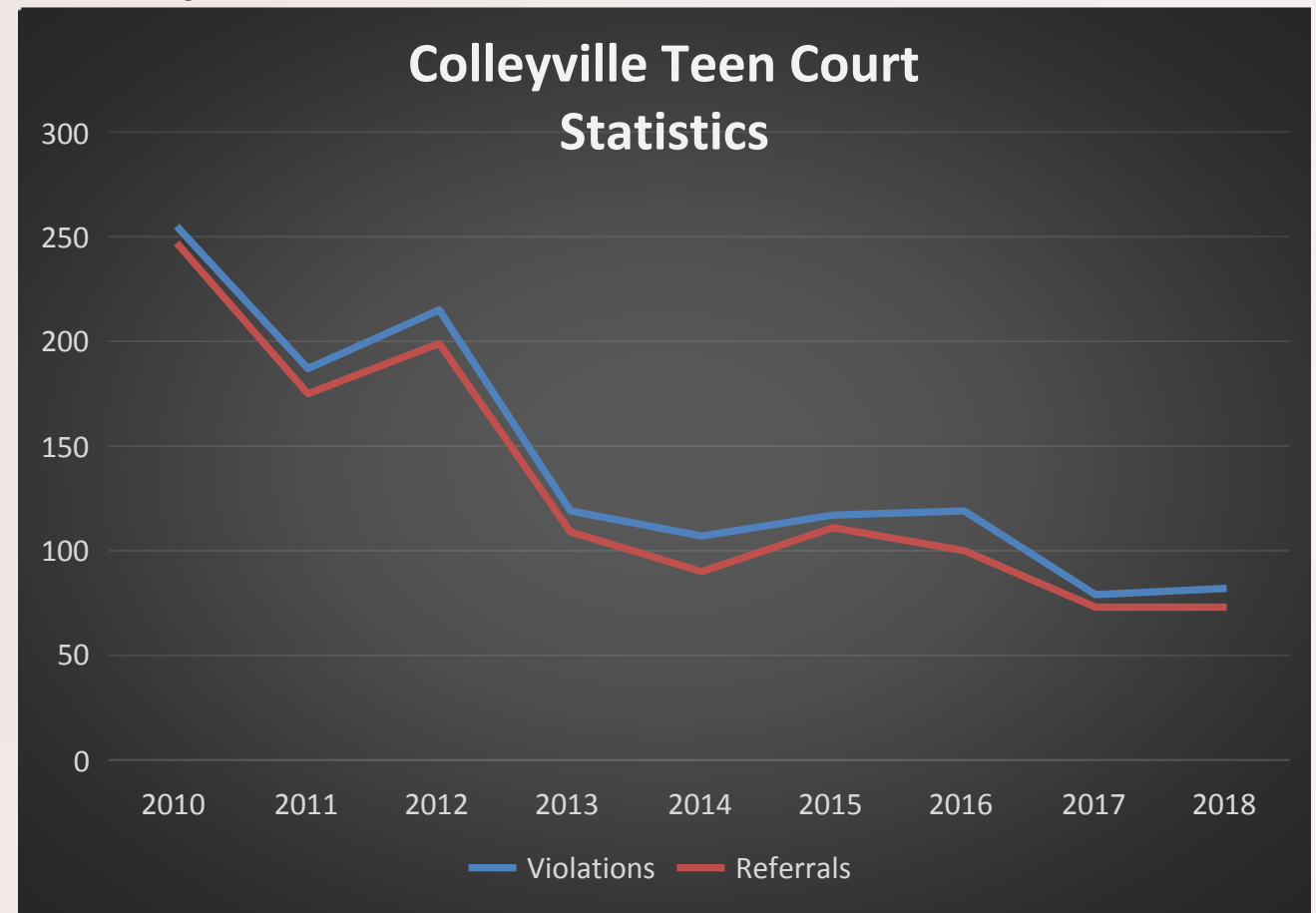
Metroport Teen Court – Colleyville Statistics



- The City of Colleyville's share in FY2019 is \$36,000 – a decrease of \$750 from the prior year.

Fiscal Year	Violations	Referrals
2018*	82	73
2017	79	73
2016	119	100
2015	117	111
2014	107	90
2013	119	109
2012	215	199
2011	187	175
2010	255	247

*FY 2018: 568 Total Referrals for the cities of Colleyville, Grapevine, Keller, and Southlake as of August 27, 2018



MEMORANDUM

August 27, 2018

TO: Karen Hines, Colleyville Finance Manager

FROM: Kristin White, Court Manager/Teen Court Coordinator

SUBJECT: Interlocal Agreement for funding of the Teen Court Program

The attached FY 2019 Interlocal Agreement outlines the METROPORT Teen Court Program, as well as the appointment process for the METROPORT Teen Court Advisory Board. The agreement defines the duties of Board members and authorizes the City of Southlake to employ Teen Court staff. Also discussed in the contract is the City of Southlake's responsibility to provide office space for staff and collect an equal share in cost from the other participating Cities for program maintenance.

Metroport Teen Court has a success rate of 89%. North Texas Teen Courts average a success rate of 71%, putting Metroport 19% above average.

Listed below is the requested data of Teen Court referrals for the City of Colleyville:

- FY 2018: 73 case referrals with 82 violations from the City of Colleyville
- FY 2018: 568 Total Referrals for the cities of Colleyville, Grapevine, Keller, and Southlake as of August 27, 2018

Historical Data of Colleyville Referrals:

- FY 2017: 73 case referrals with 79 violations
- FY 2016: 100 case referrals with 119 violations
- FY 2015: 111 case referrals with 117 violations
- FY 2014: 90 case referrals with 107 violations
- FY 2013: 109 case referrals with 119 violations
- FY 2012: 199 case referrals with 215 violations
- FY 2011: 175 case referrals with 187 violations
- FY 2010: 247 case referrals with 255 violations

Metroport Teen Court would like to thank the City of Colleyville for its long-standing and continued support and look forward to a lasting relationship. Should you need any further information and/or data, please feel free to contact Kristin White at (817) 748-8056.

INTERLOCAL AGREEMENT

AMONG

CITY OF COLLEYVILLE, CITY OF GRAPEVINE, CITY OF KELLER, AND CITY OF SOUTHLAKE

This Interlocal Agreement (“Agreement”), entered into effective on the 1st day of October, 2018, by and among the City of Colleyville, the City of Grapevine, City of Keller, and the City of Southlake, all municipal corporations of the State of Texas (herein called “Cities” or “each participating City”), the parties acting herein under the authority and pursuant to the terms of Chapter 791, INTERLOCAL COOPERATION CONTRACTS, Texas Government Code, **WITNESSETH THAT:**

WHEREAS, the City Councils of the Cities of Colleyville, Grapevine, Keller, and Southlake jointly find that it will be in the publics’ best interest to enter into this Agreement for the purposes set forth herein below.

NOW, THEREFORE, it is mutually agreed between each participating City that:

1. Teen Court is a volunteer program which allows juvenile misdemeanor offenders an alternative to the criminal justice system while allowing them also to assume responsibility for their own actions through their involvement in the judicial process and community services in order that their offenses will not be recorded. Bringing juvenile offenders to a jury of their peers and to the community for constructive punishment will provide the juveniles with an understanding of the judicial system and a realization of their roles and responsibilities in the community.

2. The community will benefit from this interaction in that, through Teen Court, the community is afforded a unique opportunity to become involved in the education of juvenile offenders and will benefit from the community services provided to the community by the juvenile offenders.

3. A Teen Court Advisory Board shall be appointed by the respective governing bodies comprised of two (2) members at large from each participating City and one (1) city council member from each participating City as each so chooses all of whom are voting members. The role and duties of the Teen Court Advisory Board shall be established by the

Municipal Court Judges in the participating Cities.

4. The name of the program established by this Agreement shall be the "METROPORT Teen Court Program." The City of Southlake shall employ teen court staff to administer and coordinate the activities of the METROPORT Teen Court Program, under the direction of the Southlake Municipal Court Manager.

5. This Agreement shall be executed in separate counterparts for each participating city, which counterparts shall be valid and binding as if the original. Each participating city, as its contribution for participating in the METROPORT Teen Court Program, shall pay to the City of Southlake \$36,000.00 ("Service Fee") upon such participating City's execution of this Agreement. It is expressly agreed that such payment fairly compensates the City of Southlake for the performance of services contemplated under this Agreement. Each participating City shall make this payment from current revenues available to that City.

6. The scope of responsibilities of the Teen Court Staff shall be established by the City of Southlake.

7. The term of this Agreement shall be for a period of (12) twelve months beginning October 1, 2018, and ending September 30, 2019. If the parties have failed to adopt a new Agreement by the expiration date of this Agreement, this Agreement shall be deemed to continue on the same terms and conditions until such time as the new Agreement is adopted for the ensuing year, unless any party terminates its participation in this Agreement as provided below. In such event, this Agreement shall continue in effect until either the City of Southlake or all other participating Cities have terminated this Agreement. Upon renewal or continuation of this Agreement, each participating City shall pay the Service Fee to the City of Southlake for the ensuing year.

8. Any party hereto may terminate its participation in this Agreement without recourse or liability upon thirty (30) days written notice to the other party.

9. By execution of this Agreement, each party represents to the other that:

- a. In performing its duties and obligations hereunder, it will be carrying out one or more governmental functions or services which it is

authorized to perform; and

- b. The undersigned officer or agent of the party has been properly authorized by that party's governing body to execute this Agreement and that any necessary resolutions extending such authority have been duly passed and are now in effect.

- 11. This Agreement is made pursuant to Chapter 791 and Subchapter E, Chapter 418, Texas Government Code. It is agreed that in the execution of this Agreement, no party waives any immunity or defense that would otherwise be available to it, against claims arising from the exercise of governmental powers and functions.

ATTEST:

_____ City Secretary, City of Colleyville	_____ Date	_____ Mayor, City of Colleyville	_____ Date
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_____ City Secretary, City of Grapevine	_____ Date	_____ Mayor, City of Grapevine	_____ Date
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_____ City Secretary, City of Keller	_____ Date	_____ Mayor, City of Keller	_____ Date
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_____ City Secretary, City of Southlake	_____ Date	_____ Mayor, City of Southlake	_____ Date
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Approved as to form and legality:

City Attorney, City of Colleyville

City Attorney, City of Grapevine

City Attorney, City of Keller

City Attorney, City of Southlake



City of Colleyville City Council Agenda Briefing

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

Agenda Number 4f

Agenda Date 09/18/2018

Number Resolution R-18-4305

Type Resolution

Department Library

Title

Approval to use the Voluntary Library Fund in Fiscal Year 2019, for the purchase of library materials, collection processing supplies, and library programs, in an amount not to exceed \$167,000

Strategic Plan

- 2.1 Provide responsive, efficient city services
- 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

In 1992, the Colleyville Friends of the Library and the Parks and Recreation Advisory Board made a joint recommendation to the City Council 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 and unanimously approved the Board to 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 FY 2007 Colleyville Public Library budget, there were discussions with the Library Board 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 – FY2019 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 expenditure amount was increased from \$155,000 to \$160,000 in the Voluntary Library Fund.

In FY 2019, 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 August 13, 2018, the Colleyville Public Library Board reviewed the proposed FY 2019 Colleyville Public Library budget and recommended increasing the expenditure amount from \$160,000 to \$167,000 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 \$167,000.

Financial Impact

Funds are available in the Voluntary Library Fund, in the amount of \$356,500 as of July 31, 2018, per the attached Financial Status of Voluntary Library Fund at July 31, 2018.

Recommendation

Approve

Attachments

1. Financial Status of Voluntary Library Fund at July 31, 2018
2. Resolution R-92-779
3. Resolution R-03-2237
4. Resolution R-06-2768
5. Voluntary Library Fund Report FY 2004 - FY 2019

FINANCIAL STATUS OF VOLUNTARY LIBRARY FUND AT 7-31-2018

FUND BALANCE AT 9-30-2017:

\$429,028

FY 2018 REVENUE

Donations:	PROJECTED	ACTUAL
October	\$14,945	\$14,945
November	\$13,554	\$13,554
December	\$14,128	\$14,128
January	\$14,229	\$14,229
February	\$13,646	\$13,646
March	\$13,306	\$13,306
April	\$13,203	\$13,203
May	\$13,981	\$13,981
June	\$13,736	\$13,736
July	\$13,342	\$13,342
August	\$13,352	\$0
September	\$13,362	\$0
 Total Donations	 \$164,784	 \$138,070
 Interest income Received	 \$2,457	 \$2,457
 TOTAL	 \$167,241	 \$140,527

FY 2018 EXPENDITURES

	RECOMMENDED (BOARD)	APPROVED (COUNCIL)	EXPENDED YEAR-TO-DATE
BOOKS AND PROCESSING MATERIALS			
FY 2017 BALANCE OF AUTHORIZATION	\$53,055	\$53,055	\$53,055
FY 2018 AUTHORIZATION (R-17-4182, 10/10/17)	\$160,000	\$160,000	\$89,723
 TOTAL	 \$213,055	 \$213,055	 \$142,778

AVAILABLE FUND BALANCE AT 7-31-2018 (COUNCIL APPROVED)

\$356,500

PROJECTED AVAILABLE FUND BALANCE AT 9-30-2018 (COUNCIL APPROVED)

\$383,214

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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:

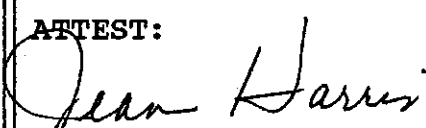
Sec. 1. THAT the agenda decisions approved by the Council action under Business this date and not otherwise adopted by Ordinance and/or separate Resolution, as follows are hereby adopted:

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.

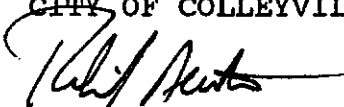
AND IT IS SO RESOLVED.

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:

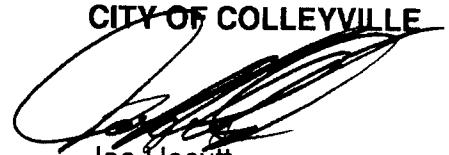
- Sec. 1. THAT a voluntary library fund has been established for the purpose of the development and improvement of library programs and services; and said fund can be used for approved library programs and capital items, including collection development (books and materials) and other items as desired 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 2019

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	\$160,000
FY 2019	\$167,000	

*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 4g

Agenda Date 09/18/2018

Number Resolution R-18-4305

Type Resolution

Department City Manager

Title

Adoption of the Fiscal Year 2019 to 2023 Capital Improvement Program (CIP)

Strategic Plan

1.4 Communicate thoroughly and strategically

3.4 Thoroughly plan for future capital investments and associated costs

Explanation

Reading and Public Hearing

In order to plan for Colleyville's long-term needs, the City's comprehensive Capital Improvement Plan (CIP) is updated each year as a part of the annual budget process. The CIP provides an opportunity to consider all of the City's capital needs in the coming years and determine the priority of each, as well as whether available funding resources are sufficient to support those expenditures. The CIP operates on a multi-year basis and utilizes a variety of funding sources, both from the City and other entities. A draft FY 2019-2023 CIP was discussed with the City Council at the July 19, 2018 Worksession and was included in the proposed FY 2019 budget that was presented to the City Council.

The FY 2019-2023 CIP document has been expanded to include projected beginning and ending available balances for each year, for each funding source. In addition to estimated expenditures for each fiscal year, estimates for anticipated revenues that add to available funding have also been included. All five years of the plan are fully funded based on these projections.

Approval of this resolution adopting the Capital Improvement Program for Fiscal Years 2019-2023 replaces any previously approved Capital Improvement Programs for those years reflected in each. Approval directs staff to begin working on Year 1 (FY 2019) projects. Individual contracts for projects will be brought forward for City Council approval in accordance with the City's purchasing policy.

Financial Impact

The 5-Year CIP is fully funded based on projections of available resources. Funding for identified projects is either already available from existing cash, is planned in annual operating budgets, or is anticipated to be available based on revenue forecasts for future fiscal years.

Recommendation

Approve

Attachments

1. CIP Projects Presentation
2. Proposed FY 2019 - 2023 Capital Improvement Program

Capital Improvement Program (CIP) Presentation and Discussion

City Council
September 18, 2018

What is a CIP?



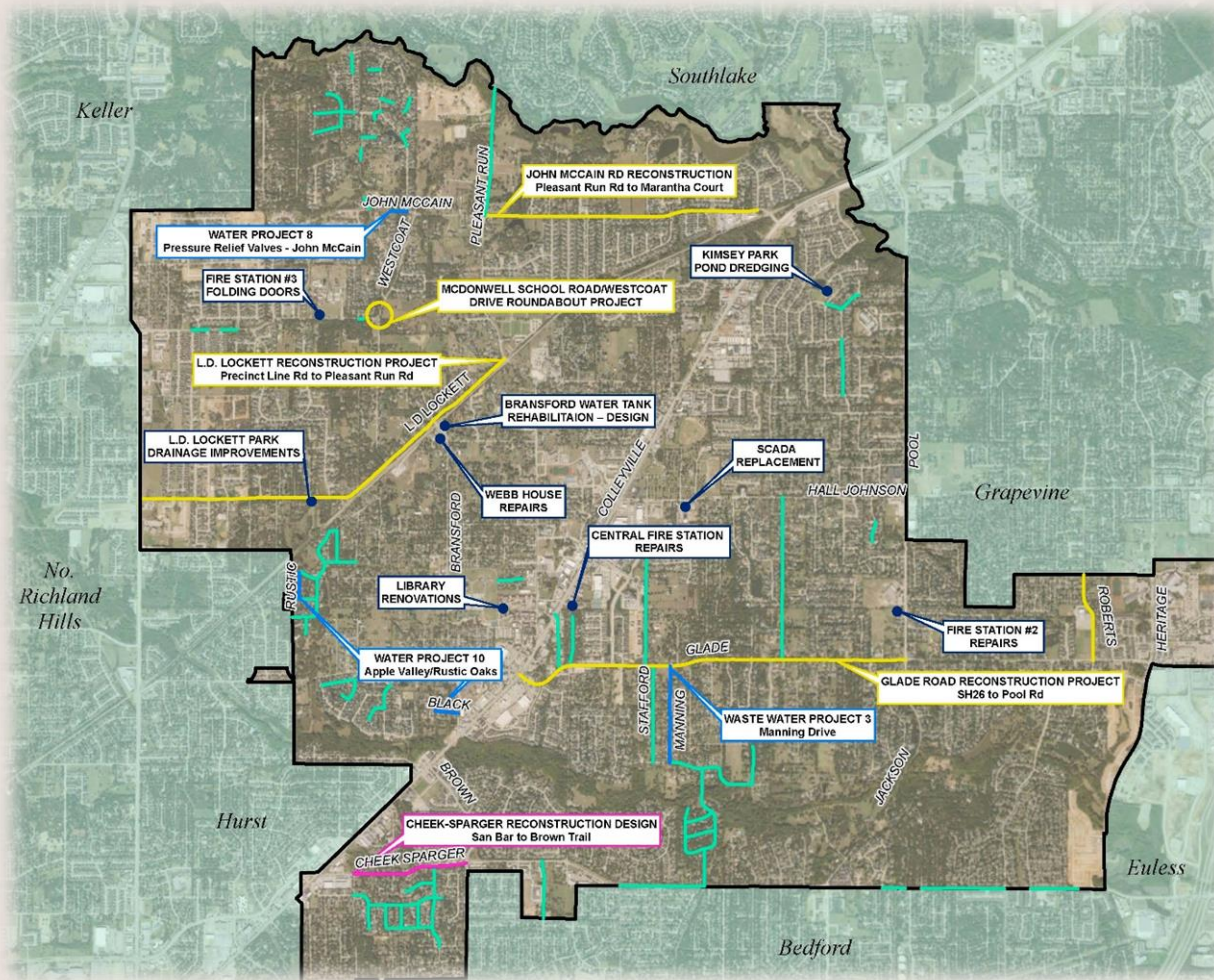
Capital Improvement Program (CIP)

- A short-range, rolling plan, usually three to five years out, which identifies capital projects and provides a planning schedule, including funding options

The benefits of a CIP include:

- Provides the link between the strategic plans and the City's annual budget
- Allows for a systematic evaluation of all potential projects at the same time
- Has the ability to consolidate projects to reduce costs
- Serves as a public relations and economic development tool
- Supports the City's long term goals and vision
- Focuses on preserving the City's infrastructure while ensuring the efficient use of public funds

2018 CIP Projects



Roadway Rehabilitation (Local Street Maintenance Program)

- Tarrant County (*Pleasant Run Road, Bluebonnet Drive, Montclair Drive, and Wayne Drive*)
- LSMP Miscellaneous Asphalt Rehabilitation Including:
 - John McCain Road (*Pleasant Run Road to Maranatha Court*)
 - L.D. Lockett Road (*Precinct Line Road to Pleasant Run Road*)
 - Oak Timbers Court
 - Thompson Terrace

Design and ROW Acquisition

- Frontier Court (*Drainage and Street Rehabilitation*)
- Glade Road (*Phase 2 - Manning to Pool*)
- McDonnell School Road/Westcoat Drive Roundabout
- Cheek-Sparger Road (*San Bar to Brown Trail*)
- Roberts Road (*Glade Road to City Limit*)

Utility Projects

- Stormwater Master Plan
- WW Project 3: Replacement of 6" and 8" pipelines on Manning Drive (*Includes street rehabilitation of Manning Drive, Stafford Drive, Oak Knoll Drive, and Bowman Drive*)
- Water Project 8: Install Pressure Relief and Control Valves

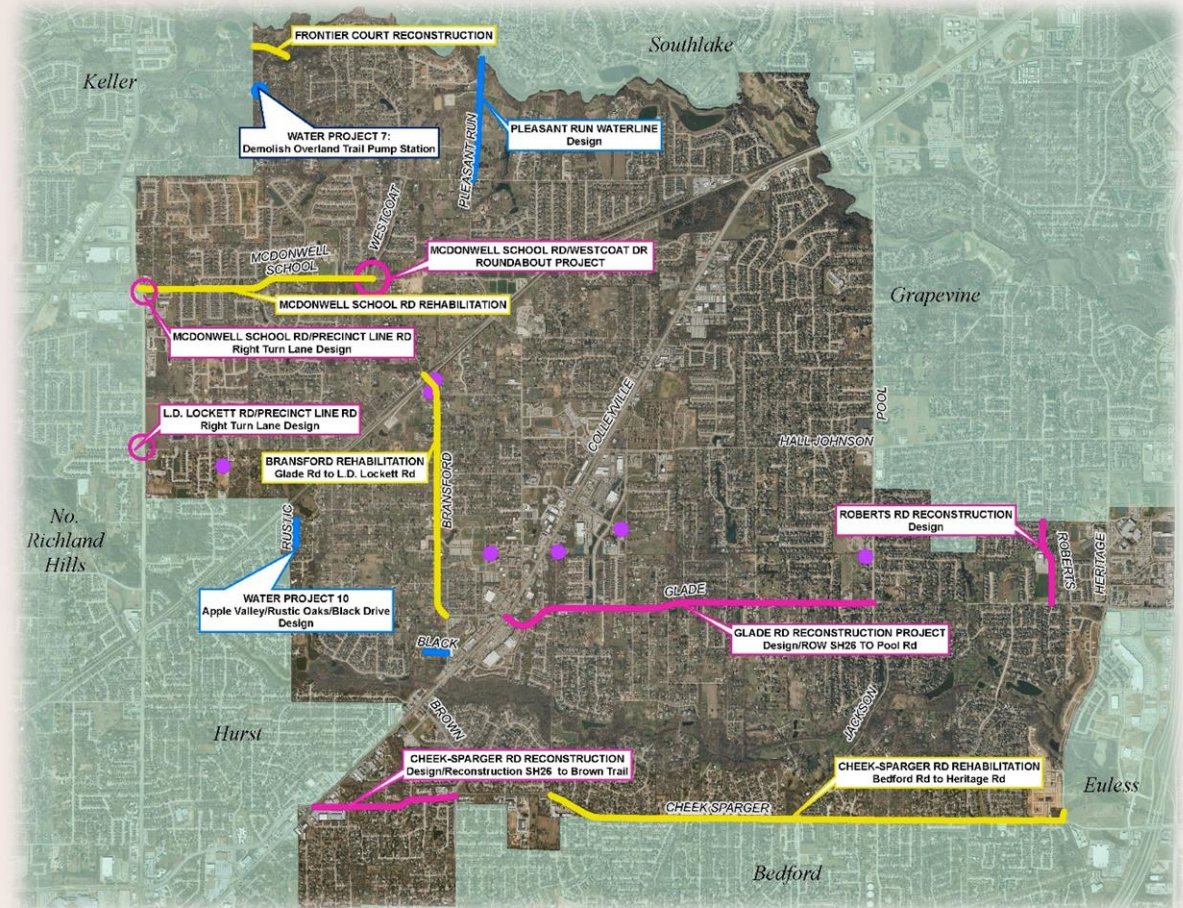
Miscellaneous Projects

- Folding Doors Fire Station #3
- L.D. Lockett Park Drainage Improvements
- Kimzey Park Pond Dredging

Staff Recommended Projects 2019



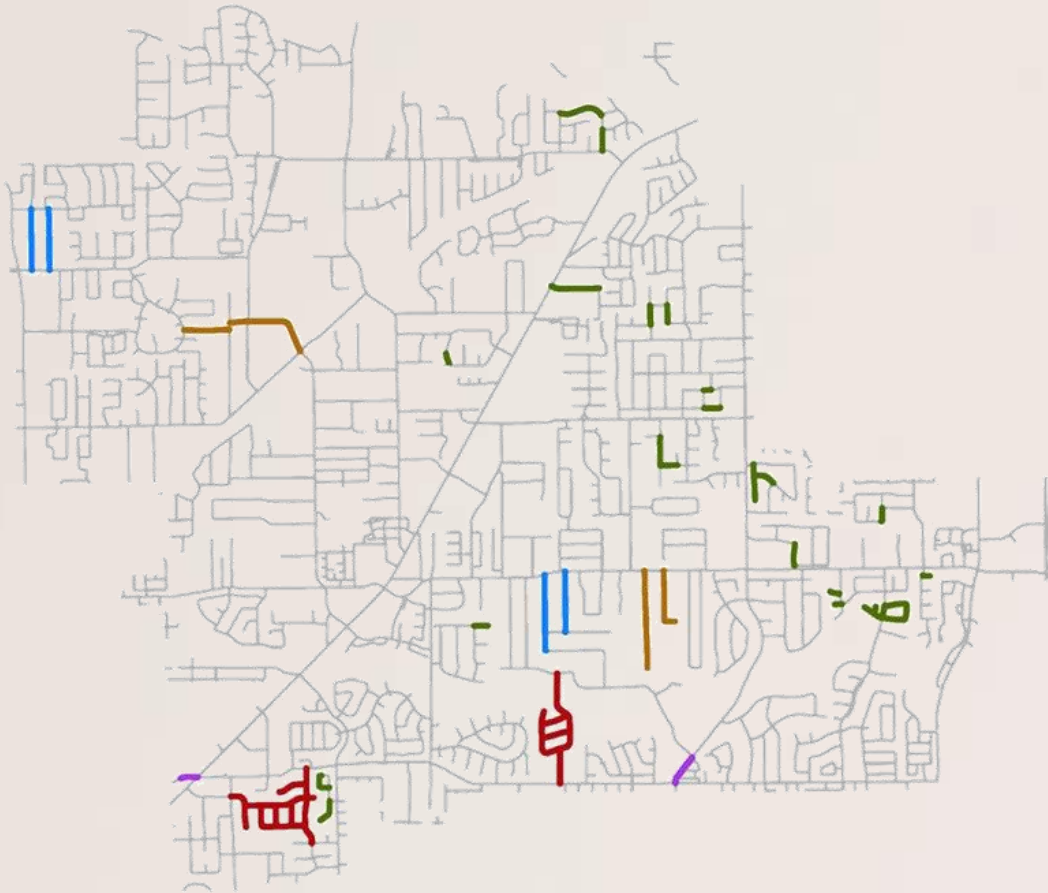
STREET PROJECTS 2019	
Bransford Road Rehabilitation (Glade to L.D. Lockett) County	\$416,000
Cheek-Sparger Road Design and Reconstruction (SH26 to Brown Trail)	\$2,405,395
Cheek-Sparger Road Rehabilitation (Bedford to Heritage)	\$324,000
Frontier Court Rehabilitation	\$600,000
Glade Road (PH2 Manning to Pool) Design and ROW Acquisition	\$320,000
L.D. Lockett Road Right Turn Lane - Design	\$25,000
McDonwell School Road Rehabilitation	\$247,500
McDonwell School Road Right Turn Lane - Design	\$25,000
McDonwell School Road and Westcoat Drive Roundabout (Design and ROW Acquisition)	\$310,000
Roberts Road (Glade to Grapevine City Limits) Design and ROW Acquisition	\$854,000
SH26 Lighting	\$3,000,000
SH26 Medians and ROW	\$4,000,000
Street Maintenance Program	\$685,614
TOTAL STREET PROJECTS	\$13,212,509



Staff Recommended 2019 LSMP



2019 Identified Projects



Project List

	Priority	Project Name	PCI 2017		Priority	Project Name	PCI 2017
MILL AND OVERLAY	4	BRANSFORD RD	69	CRACK SEAL	9	INDUSTRIAL BLVD	56
	4	WHITE DR	36-60		10	SUMMERTREE	56-70
	4	VAN OAKS DR	34-74		11	THE WOODS	56-58
	11	BILL SIMMONS RD	68		12	WOODLAND HILLS	56-85
	12	PATTERSON LN	67-72		13	BUGLE LN	57
OVERLAY	9	CURTIS RD	51		14	CHATSWORTH COURT E	59
	9	HERBERT RD	59		15	PECAN PARK II	59
	10	BEHRENS CT	56		16	WESTGROVE LN	60
	10	BEHRENS RD	57-68		17	ARBOR ESTATES II	61-70
MICRO RESURFACE	1	PLYMOUTH HILLS	34-83		18	HIGHLAND MEADOWS	61-68
	2	WOODBRIAR ESTATES N	24-97		19	THAMES TRL	61-69
BASE REPAIRS	5	JACKSON RD	67		20	AMBERLY CRT	69-70
	6	MID-CITIES BLVD	69				

Total Cost Estimate \$685,614

*Projects identified to be completed by the County which have the potential of saving approximately \$68,400

Staff Recommended Projects 2019



UTILITY PROJECTS 2019

Bransford Water Tank Rehabilitation - Design	\$80,000
LD Lockett Pump Station Backup Generator	\$140,000
Pleasant Run Waterline (John McCain North to Bear Creek) Design	\$105,000
Storm Drainage Master Plan	\$500,000
Water Project 7: Demolish Overland Trail Pump Station	\$130,000
Water Project 8: Install Pressure Relief and Control Valves	\$348,000
Water Project 10: Apple Valley Subdivision , Rustic Oaks Subdivisions, and Bills Lane Water Lines Design	\$70,000
TOTAL UTILITY PROJECTS	\$1,373,000

OTHER PROJECTS 2019

Central Fire Station Repairs	\$147,322
City Hall Backup Generator	\$181,000
City Hall/Library HVAC Replacement	\$327,600
Fire Station 2 Repairs	\$67,300
Library Renovations	\$315,516
Plaza at City Hall	\$1,750,000
Colleyville Center Replacement of Palladium Windows/Patio	\$280,000
Webb House Repairs	\$265,000
TOTAL OTHER PROJECTS	\$3,333,738

TOTAL STREET PROJECTS	\$13,212,509
TOTAL UTILITY PROJECTS	\$1,373,000
TOTAL OTHER PROJECTS	\$3,333,738
TOTAL COMBINED 2019 PROJECTED COSTS	\$17,919,247

Questions and Discussion

Project Year	Title	Total Project Cost	Capital Projects Fund	CEDC Fund	County Funding	Crime Control District	Drainage Fund	FHA/TxDOT	Area II Impact Fees (West of 26)	TIF	Utility Capital Fund	Wastewater Impact Fees	Water Impact Fees
2018	Library Renovations	\$300,000.00	\$0.00	\$300,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Kimzey Park Pond Dredging	\$388,520.00	\$0.00	\$388,520.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Webb House Repairs	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	WW Project 3 (Manning)	\$412,242.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$412,242.00	\$0.00	\$0.00
	Street Maintenance Program - Stafford, Manning, etc.	\$335,000.00	\$335,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Glade Rd (Phase 2 Manning to Pool) ROW Acquisition	\$110,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$110,000.00	\$0.00	\$0.00	\$0.00
	Glade Rd (Phase 2-SH26 to Pool) Design	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$0.00
	L. D. Lockett Rehabilitation (Precinct Line Road to Pleasant Run) - resurfacing	\$430,000.00	\$430,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	John McCain Rehabilitation (Pleasant Run to Maranatha Court) - resurfacing	\$508,147.02	\$508,147.02	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	McDonwell School Road and Westcoat Drive Roundabout - DESIGN	\$40,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40,000.00	\$0.00	\$0.00	\$0.00	\$0.00
	Sum Of Total Project Cost:	\$2,543,909.02	\$1,273,147.02	\$698,520.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40,000.00	\$120,000.00	\$412,242.00	\$0.00	\$0.00
	Estimated 9/30/18 Available Balances		\$7,957,458.98	\$0.00		\$0.00	\$0.00		\$2,011,832.00	\$21,460,372.00	\$5,083,588.00	\$928,492.00	\$3,114,746.00
2019	(+) Year-end surplus contributions		\$500,000.00	\$0.00		\$0.00	\$0.00		\$0.00	\$0.00	\$500,000.00	\$0.00	\$0.00
	(+) FY19 Budgeted Contribution		\$1,500,000.00	\$860,516.00		\$0.00	\$500,000.00		\$0.00	\$5,400,000.00	\$200,000.00	\$60,000.00	\$192,000.00
	Estimated 10/1/18 Available Balances		\$9,957,458.98	\$860,516.00	N/A	\$0.00	\$500,000.00	N/A	\$2,011,832.00	\$26,860,372.00	\$5,783,588.00	\$988,492.00	\$3,306,746.00
	Bransford Rehabilitation (Glade to Westcoat)	\$416,000.00	\$249,600.00	\$0.00	\$166,400.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Bransford Water Tank Rehabilitation - Design	\$80,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$80,000.00	\$0.00	\$0.00
	Central Fire Station Repairs	\$147,322.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$147,322.00	\$0.00	\$0.00	\$0.00
	Cheek-Sparger Road (San Bar to Brown Trail) - Design	\$320,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$320,000.00	\$0.00	\$0.00	\$0.00
	Cheek-Sparger Road (San Bar to Brown Trail) - Construction	\$2,085,395.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,660,395.00	\$0.00	\$425,000.00	\$0.00	\$0.00	\$0.00
	Cheek-Sparger Road Rehabilitation (Bedford to Heritage)	\$324,000.00	\$194,400.00	\$0.00	\$129,600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	City Hall - Backup Generator	\$181,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$181,000.00	\$0.00	\$0.00	\$0.00
	City Hall/Library - HVAC Replacement	\$327,600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$327,600.00	\$0.00	\$0.00	\$0.00
	Fire Station 2 Repairs	\$67,300.00	\$67,300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Frontier Court Rehabilitation	\$600,000.00	\$600,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Glade Rd (Phase 2-SH26 to Pool) Design (Multi-year project)	\$150,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$150,000.00	\$0.00	\$0.00	\$0.00
	Glade Rd (Phase 2 Manning to Pool) ROW Acquisition (Multi-year project)	\$170,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$170,000.00	\$0.00	\$0.00	\$0.00
	Install Backup Generator for Emergency Power at L.D. Lockett Pump Station	\$140,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$140,000.00	\$0.00	\$0.00
	L.D. Lockett Road Right Turn Ln - Design	\$25,000.00	\$25,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Library Renovations	\$315,516.00	\$0.00	\$315,516.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	McDonwell School Road Rehabilitation	\$247,500.00	\$148,500.00	\$0.00	\$99,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	McDonwell School Road Right Turn Ln - Design	\$25,000.00	\$25,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	McDonwell School Road and Westcoat Drive Roundabout - DESIGN (Multi-year project)	\$60,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$60,000.00	\$0.00	\$0.00	\$0.00	\$0.00
	McDonwell School Road Westcoat Drive Roundabout - ROW Acquisition	\$250,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$250,000.00	\$0.00	\$0.00	\$0.00
	Plaza at City Hall	\$1,750,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,750,000.00	\$0.00	\$0.00	\$0.00
	Pleasant Run Waterline (John McCain North to Bear Creek) - Design	\$105,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$105,000.00	\$0.00	\$0.00
	Replacement of Palladium Windows & Patio	\$280,000.00	\$0.00	\$280,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Roberts Road (Glade to Grapevine City Limits) - DESIGN	\$354,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$354,000.00	\$0.00	\$0.00	\$0.00
	Roberts Road (Glade to Grapevine City Limits) - ROW Acquisition	\$500,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500,000.00	\$0.00	\$0.00	\$0.00
	SH-26 Lighting	\$3,000,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,000,000.00	\$0.00	\$0.00	\$0.00
	SH26 Medians & ROW	\$4,000,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,000,000.00	\$0.00	\$0.00	\$0.00
	Stormwater Master Plan	\$500,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Street Maintenance Program	\$685,614.00	\$617,214.00	\$0.00	\$68,400.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Water Project 7: Demolish Overland Trail Pump Station	\$130,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$130,000.00	\$0.00	\$0.00
	Water Project 8: Install Pressure Relief and Flow Control Valves	\$348,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$348,000.00	\$0.00	\$0.00
	Water Project 10: Apple Valley Subdivision/Rustic Oaks Subdivisions/ Bills Lane Water Lines - DESI	\$70,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$70,000.00	\$0.00	\$0.00
	Webb House Repairs	\$265,000.00	\$0.00	\$265,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Sum Of Total Project Cost:	\$17,919,247.00	\$1,927,014.00	\$860,516.00	\$463,400.00	\$0.00	\$500,000.00	\$1,660,395.00	\$60,000.00	\$11,574,922.00	\$873,000.00	\$0.00	\$0.00
	Estimated 9/30/19 Available Balances		\$8,030,444.98	\$0.00		\$0.00	\$0.00		\$1,951,832.00	\$15,285,450.00	\$4,910,588.00	\$988,492.00	\$3,306,746.00
	(+) Year-end surplus contributions		\$500,000.00	\$0.00		\$0.00	\$0.00		\$0.00	\$0.00	\$500,000.00	\$0.00	\$0.00
	(+) FY20 Budgeted Contribution		\$1,500,000.00	\$0.00		\$167,200.00	\$425,000.00		\$0.00	\$5,400,000.00	\$250,000.00	\$60,000.00	\$192,000.00
	Estimated 10/1/19 Available Balances		\$10,030,444.98	\$0.00	N/A	\$167,200.00	\$425,000.00	N/A	\$1,951,832.00	\$20,685,450.00	\$5,660,588.00	\$1,048,492.00	\$3,498,746.00

Project Year	Title	Total Project Cost	Capital Projects Fund	CEDC Fund	County Funding	Crime Control District	Drainage Fund	FHA/TxDOT	Area II Impact Fees (West of 26)	TIF	Utility Capital Fund	Wastewater Impact Fees	Water Impact Fees
2020	Bransford Water Tank Rehabilitation - Construction	\$500,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500,000.00	\$0.00	\$0.00
	County Project (TBD) - Construction	\$800,000.00	\$400,000.00	\$0.00	\$400,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Flood Gates Upgrade	\$425,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$425,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Glade Road (Phase 1 - SH26 to Manning) - Construction	\$2,000,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,000,000.00	\$0.00	\$0.00	\$0.00
	Glade Road (Phase 2 - Manning to Pool) - Construction	\$2,000,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,000,000.00	\$0.00	\$0.00	\$0.00
	John McCain Road and Westcoat Drive Roundabout - Design	\$175,000.00	\$175,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Justice Center - Metal Roof Coating	\$167,200.00	\$0.00	\$0.00	\$0.00	\$167,200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	L.D. Lockett Road Right Turn Ln - Construction	\$150,000.00	\$150,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	McDonwell School Road Right Turn Ln - Construction	\$150,000.00	\$150,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	McDonwell School Road and Westcoat Drive Roundabout - Construction	\$1,400,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,400,000.00	\$0.00	\$0.00	\$0.00	\$0.00
	Pleasant Run Waterline (John McCain North to Bear Creek) - Construction	\$900,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$900,000.00	\$0.00	\$0.00
	Roberts Road - Construction	\$2,100,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,100,000.00	\$0.00	\$0.00	\$0.00
	Street Maintenance Program	\$500,000.00	\$500,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Supervisory Control and Data Acquisition (SCADA) Replacement	\$350,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$350,000.00	\$0.00	\$0.00
	Water Project 10: Apple Valley/Rustic Oaks/Bills Lane Water Lines and Road Rehabilitation on Blauvelt Road	\$935,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$935,000.00	\$0.00	\$0.00
	Water Project 5: Upsize and Replace Water Lines in Brighton Oaks Subdivision and Rehabilitate Streets	\$145,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$145,000.00	\$0.00	\$0.00
	Water Project 11: Tinker Road Water Lines - Design	\$123,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$123,000.00	\$0.00	\$0.00
	Sum Of Total Project Cost:	\$12,820,200.00	\$1,375,000.00	\$0.00	\$400,000.00	\$167,200.00	\$425,000.00	\$0.00	\$1,400,000.00	\$6,100,000.00	\$2,953,000.00	\$0.00	\$0.00
	Estimated 9/30/20 Available Balances		\$8,655,444.98	\$0.00		\$0.00	\$0.00		\$551,832.00	\$14,585,450.00	\$2,707,588.00	\$1,048,492.00	\$3,498,746.00
	(+) Year-end surplus contributions		\$500,000.00	\$0.00		\$0.00	\$0.00		\$0.00	\$0.00	\$500,000.00	\$0.00	\$0.00
	(+) FY21 Budgeted Contribution		\$1,500,000.00	\$0.00		\$325,052.00	\$1,200,000.00		\$0.00	\$5,400,000.00	\$400,000.00	\$60,000.00	\$192,000.00
	Estimated 10/1/20 Available Balances		\$10,655,444.98	\$0.00	N/A	\$325,052.00	\$1,200,000.00	N/A	\$551,832.00	\$19,985,450.00	\$3,607,588.00	\$1,108,492.00	\$3,690,746.00
2021	City Hall - Flooring Rehab	\$87,808.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$87,808.00	\$0.00	\$0.00	\$0.00
	County Project (TBD) - Construction	\$800,000.00	\$400,000.00	\$0.00	\$400,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Glade Road (Phase 2 - Manning to Pool) - Construction	\$2,000,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,000,000.00	\$0.00	\$0.00	\$0.00
	John McCain Road and Westcoat Drive Roundabout - Construction	\$1,400,000.00	\$1,400,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Justice Center - Carpet and VCT Tile	\$88,052.00	\$0.00	\$0.00	\$0.00	\$88,052.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Justice Center - HVAC Replacement	\$237,000.00	\$0.00	\$0.00	\$0.00	\$237,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Pleasant Run Road Bridge at Big Bear (White Chapel Bridge) - Construction	\$1,200,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,200,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Street Maintenance Program	\$500,000.00	\$500,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Streetlighting for Pedestrian Crosswalks - Construction	\$50,000.00	\$50,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Water Project 11: (Partial) Tinker Road Water Lines - Construction	\$1,110,000.00	\$450,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$660,000.00	\$0.00	\$0.00
	Water Project 12: (Partial) Woodbriar Estate Water Lines Replacement - Design	\$70,020.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$70,020.00	\$0.00	\$0.00
	Water Project 5: Upsize and Replace Water Lines in Brighton Oaks Subdivision and Rehabilitate Streets	\$2,550,000.00	\$650,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,900,000.00
	Water Project 6: Upsize and Replace Water Lines in Woodbriar Estates and Quail Crest Subdivision	\$145,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$145,000.00	\$0.00	\$0.00
	WW Project 1: Replace Sewer Lines in Woodbriar Estates and Quail Crest Subdivisions - Design	\$361,700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$361,700.00	\$0.00	\$0.00
	Sum Of Total Project Cost:	\$10,599,580.00	\$3,450,000.00	\$0.00	\$400,000.00	\$325,052.00	\$1,200,000.00	\$0.00	\$0.00	\$2,087,808.00	\$1,236,720.00	\$0.00	\$1,900,000.00
	Estimated 9/30/21 Available Balances		\$7,205,444.98	\$0.00		\$0.00	\$0.00		\$551,832.00	\$17,897,642.00	\$2,370,868.00	\$1,108,492.00	\$1,790,746.00
	(+) Year-end surplus contributions		\$500,000.00	\$0.00		\$0.00	\$0.00		\$0.00	\$0.00	\$500,000.00	\$0.00	\$0.00
	(+) FY22 Budgeted Contribution		\$1,500,000.00	\$0.00		\$0.00	\$0.00		\$0.00	\$5,400,000.00	\$500,000.00	\$60,000.00	\$192,000.00
	Estimated 10/1/21 Available Balances		\$9,205,444.98	\$0.00	N/A	\$0.00	\$0.00	N/A	\$551,832.00	\$23,297,642.00	\$3,370,868.00	\$1,168,492.00	\$1,982,746.00
2022	County Project (TBD) - Construction	\$800,000.00	\$400,000.00	\$0.00	\$400,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Library - Flooring Rehab	\$95,210.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$95,210.00	\$0.00	\$0.00	\$0.00
	Street Maintenance Program	\$500,000.00	\$500,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Water Projec 12: Partial Woodbriar Estate Water Lines Replacement - Construction	\$433,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$433,000.00	\$0.00	\$0.00
	Water Project 3: New Elevated Water Storage Tank and Associated Distribution Lines - Design	\$545,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$545,000.00
	Water Project 6: Upsize and Replace Water Lines in Woodbriar Estates and Quail Crest Subdivision	\$745,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$745,000.00	\$0.00	\$0.00
	WW Project 1: Replace Sewer Lines in Woodbriar Estates and Quail Crest Subdivisions - Constructi	\$1,900,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,900,000.00	\$0.00	\$0.00
	WW Project 5: Quails Path and Chestnut Bend Sewer Line Replacement - Design	\$91,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$91,000.00	\$0.00	\$0.00
	Sum Of Total Project Cost:	\$5,109,210.00	\$900,000.00	\$0.00	\$400,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$95,210.00	\$3,169,000.00	\$0.00	\$545,000.00
	Estimated 9/30/22 Available Balances		\$8,305,444.98	\$0.00		\$0.00	\$0.00		\$551,832.00	\$23,202,432.00	\$201,868.00	\$1,168,492.00	\$1,437,746.00
	(+) Year-end surplus contributions		\$500,000.00	\$0.00		\$0.00	\$0.00		\$0.00	\$0.00	\$500,000.00	\$0.00	\$0.00
	(+) FY23 Budgeted Contribution		\$1,500,000.00	\$0.00		\$0.00	\$0.00		\$0.00	\$5,400,000.00	\$600,000.00	\$60,000.00	\$192,000.00
	Estimated 10/1/22 Available Balances		\$10,305,444.98	\$0.00	N/A	\$0.00	\$0.00	N/A	\$551,832.00	\$28,602,432.00	\$1,301,868.00	\$1,228,492.00	\$1,629,746.00

Project Year	Title	Total Project Cost	Capital Projects Fund	CEDC Fund	County Funding	Crime Control District	Drainage Fund	FHA/TxDOT	Area II Impact Fees (West of 26)	TIF	Utility Capital Fund	Wastewater Impact Fees	Water Impact Fees
2023	City Hall - Boiler Replacement	\$99,600.00	\$99,600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	County Project (TBD) - Construction	\$800,000.00	\$400,000.00	\$0.00	\$400,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Street Maintenance Program	\$500,000.00	\$500,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Water Project 3: New Elevated Water Storage Tank and Associated Distribution Lines - Constructic	\$4,500,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,500,000.00	\$0.00	\$0.00	\$0.00
	Woodbriar, Quail Crest Estates Rehabilitation (Companion Project to Water Projects #6 and 12/Po	\$2,768,000.00	\$2,768,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	WW Project 5: Quails Path and Chestnut Bend Sewer Line Replacement and Road Rehabilitation -	\$829,000.00	\$110,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$719,000.00	\$0.00	\$0.00
	Sum Of Total Project Cost:	\$9,496,600.00	\$3,877,600.00	\$0.00	\$400,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,500,000.00	\$719,000.00	\$0.00	\$0.00
	Estimated 9/30/23 Available Balances		\$6,427,844.98	\$0.00		\$0.00	\$0.00		\$551,832.00	\$24,102,432.00	\$582,868.00	\$1,228,492.00	\$1,629,746.00
	(+) Year-end surplus contributions		\$500,000.00	\$0.00		\$0.00	\$0.00		\$0.00	\$0.00	\$500,000.00	\$0.00	\$0.00
	(+) FY24 Budgeted Contribution		\$1,500,000.00	\$0.00		\$0.00	\$0.00		\$0.00	\$5,400,000.00	\$700,000.00	\$60,000.00	\$192,000.00
	Estimated 10/1/23 Available Balances		\$8,427,844.98	\$0.00	N/A	\$0.00	\$0.00	N/A	\$551,832.00	\$29,502,432.00	\$1,782,868.00	\$1,288,492.00	\$1,821,746.00



City of Colleyville City Council Agenda Briefing

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

Agenda Number 4h

Agenda Date 09/18/2018

Number Resolution R-18-4305

Type Resolution

Department Parks and Recreation

Title

Approval of the Grounds Maintenance Mowing Contract with Whitmore and Sons, Inc., in an amount not to exceed \$214,784.73, and authorize the city manager to execute same, and any associated change orders, in an amount not to exceed 25 percent of the contract price

Strategic Plan

- 2.1 Provide responsive, efficient city services
- 5.1 Create and sustain an identifiable Colleyville brand
- 5.3 Provide attractive facilities for leisure and recreation

Explanation

Reading and Public Hearing

This item seeks approval of the second of five (5) renewals for the Ground Maintenance Mowing Contract with Whitmore and Sons Inc., which City Council approved by attached Resolution R-17-.4178. Whitmore and Sons Inc., did not increase the price for FY 2018, but the overall contract price increased to \$175,265.38, due to adding eight additional properties for maintenance. In addition there was a change order in FY 2018 to include the maintenance of SH26 right-of-ways. This change order increased the FY 2018 contract price to \$197,945.38.

The FY 2019 contract will increase over the FY 2018 budget by \$16,839.35, which is a CPI increase for 3.5%, and adding maintenance in The Village.

The FY 2019 contract consists of 80 properties which includes parks, City facilities, roundabouts, hardscapes, medians, and right-of-ways, The scope of work for the Grounds Maintenance Mowing Contract includes mowing, edging, trimming, litter removal, and some herbicide applications in specific locations.

Staff recommends approval of the FY 2019 Grounds Maintenance Mowing Contract for the second (2) renewal, with three (3) additional one (1) year renewal options.

Attachments to the agenda briefing include the Grounds Maintenance Mowing Contract, property list, contract history, FY 2018 Change Order, Form 1295, and the CIQ Form.

Financial Impact

Financial Impact

Funds for this contract have been provided for in the FY 2019 Parks Maintenance budget.

Park/City Property Mowing	\$ 188,016.68
Hardscape Maintenance	\$ 7,040.00
Public Works Property Maintenance	\$ 12,464.80

Total Contract Cost	\$ 207,521.48
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3.5% CPI Increase	\$ 7,263.25
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Total Contract Cost	\$ 214,784.73
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Recommendation

Approve

Attachments

1. Grounds Maintenance Highlights
2. Grounds Maintenance Mowing Contract Copy
3. Form 1295 - Whitmore and Sons, Inc.
4. CIQ
5. Contract History
6. Property Maintenance List
7. Resolution R-17-4178
8. FY18 Mowing Change Order

4h. Whitmore – Grounds Maintenance Mowing Contract

- Contract in the amount of \$214,784.73 for FY 2019
- Contract maintains over 175 acres of parks, facilities, trails, channels, hardscapes, medians, right of ways and all other City owned property
- Scope of work includes: mowing, edging, trimming and litter removal
- Whitmore & Sons Inc., has successfully managed our mowing contract for years.
- Parks and Public Works combined mowing contracts to improve billing and inspection efficiencies
- Price increase for FY 2019 is due to the addition of 1 property and a 3.5% CPI increase (first time in years that contractor has asked for this increase)

Contract History Overview	
Initial Contract (FY 17) contract price	\$167,372.50
Renewal 1 (FY 18) contract price	\$175,265.38
Change Order (FY 18) contract price	\$197,945.38
Renewal 2 (FY 19) contract price	\$207,521.48
Renewal 2 (FY 19) with 3.5% CPI increase contract price	\$214,784.73

SPECIFICATIONS AND CONTRACT DOCUMENTS

for

Grounds Maintenance Contract - Mowing

August 2016



THE CITY OF COLLEYVILLE, TEXAS

Bid # 16-01

TABLE OF CONTENTS

This set of Contract Documents and Specifications should contain, and should be checked for:

<u>Section</u>	<u># of Pages</u>
1) Table of Contents	
2) Notice to Bidders.....	3
3) Instructions to Bidders.....	10 to 15
4) Mowing Specification.....	16 to 25
5) Mowing Worksheets/Properties.....	26 to 33
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7) Performance and Payment Bonds	39 to 40
8) Attachment 1 Insurance	41 to 47
9) Certificate of Insurance	48 to 49
8) Property Maps	Attachment
9) Proposed Mowing Schedules.....	Attachment

NOTICE TO BIDDERS

SEALED PROPOSALS responses will be received at the office of the Public Works Department/Engineering Division located on the second floor of City Hall, 100 Main Street, Colleyville, TX 76034 until 10:00 A.M. on Thursday, September 1, 2016 for the purpose of furnishing all labor, materials and equipment and the performing of all work required in the Grounds Maintenance Contract - Mowing, at which time and place the proposals will be publicly opened and read aloud and retained by the City for tabulation, checking and evaluation. Proposals received by the City of Colleyville after the submission deadline will be considered void and unacceptable. The City of Colleyville is not responsible for lateness or non-delivery of mail, courier, etc.

The sealed envelop must be marked:

Bid # 16-01
Grounds Maintenance Contract - Mowing
OPENS, 10:00 a.m. Thursday, September 1, 2016
Colleyville Engineering Conference Room, Second Floor
100 Main Street, Colleyville, TX 76034

Copies of the contract documents (electronic) are available at no cost from Heather Dowell, Parks Manager, email request to hdowell@colleyville.com or request via phone, 817-503-1182.

Proposals will be publicly opened at 10:00 A.M. on Thursday, September 1, 2016 at City Hall in the Engineering Conference Room on the second floor, 100 Main Street, Colleyville, TX 76034.

A cashier's check or acceptable bidder's bond payable to the City of Colleyville, Texas in the amount of not less than 5% of the largest possible total for the bid submitted, must accompany the bid.

In case of ambiguity or lack of clearness in stating proposal price, the Owner reserves the right to adopt the most advantageous service thereof, or to reject any or all bids. No bid may be withdrawn within ninety (90) days after date on which bids are opened.

ADVERTISEMENT DATES:

August 17, 2010

August 24, 2010

INSTRUCTIONS TO BIDDERS

1. **OPENING PLACE, TIME AND DATE** - The City will conduct a public bid opening at the location, time and date as specified on the first page of the request. Bidders are encouraged to attend. A tabulation of the bid responses received at the time and date of the opening will be made available to all bidders at a later date.
 2. **LATE PROPOSALS** - Proposals received by the City of Colleyville after the submission deadline will be considered void and unacceptable. The City of Colleyville is not responsible for lateness or non-delivery of mail, carrier, etc.
 3. **WITHDRAWAL** - A proposal may not be withdrawn or cancelled by the bidder without permission of the City for a period of ninety (90) days following the date designated for receipt of bids, and bidder so agrees upon submittal of their bid.
 4. **CONTRACT** - This bid, accompanying documents, and any negotiated terms, when properly accepted by the City of Colleyville, shall constitute a contract equally binding between the successful bidder(s) and the City of Colleyville. No different or additional terms will become a part of this contract with the exception of Change Orders.
 5. **DEFAULT** - The City of Colleyville reserves the right to enforce the performance of this contract in any manner prescribed by law or deemed to be in the best interest of the City in the event of breach or default of this contract. The City of Colleyville reserves the right to terminate the contract immediately in the event the successful bidder fails to:
 1. Substantially meet delivery or completion schedules
 2. Otherwise, substantially perform in accordance with the accepted bid
- Breach of contractor or default authorizes the City to award to another bidder, purchase elsewhere and charge the full increase in cost and handling to the defaulting party.
6. **PRICES HELD FIRM** - The City reserves the right to require that submitted bids remain in force for a ninety (90) day period after opening or until award is made; whichever occurs first.
 7. **RESOURCE CONTACT** - All information and/or questions pertaining to this bid shall be directed to the City of Colleyville Parks Department 817.503.1182, attention Heather Dowell, Parks Manager. It is the bidder's responsibility to seek clarification of any uncertain terms.
 8. **NEGOTIATION** - Any attempt to negotiate or give information on the contents of this bid with the City or its representatives prior to award shall be grounds for disqualification.
 9. **TAX EXEMPT** - The City of Colleyville is exempt from all sales and excise taxes. Tax exempt forms are available upon request.
 10. **FORMS PROVIDED** - All bids must be submitted on the forms provided to insure uniformity and comparability of responses. Bids may be rejected if they show any omissions, alterations in wording, conditional clauses, or irregularities of any kind.

11. **PRICE FIXING** - In submitting a bid response to this request, the bidder thereby certifies that the bidder has not participated in nor been party to any collusion, price fixing, or any other agreements with any company, firm, or person concerning the pricing on the enclosed bid.
12. **GRATUITIES** - The City may, by written notice to the successful bidder, cancel this contract without liability to successful bidder if it is determined by City that gratuities in the form of entertainments, gifts or otherwise, were offered or given by the successful bidder, or any agent or representative of the successful bidder, to any officer or employee of the City with a view towards securing or amending, or the making of any determinations with respect to the performance of such a contract.
13. **CONFLICT OF INTEREST** - No public official shall have an interest in this contract, in accordance with Vernon's Texas Code Annotated, Local Government Code Title 5, Subtitle C, Chapter 171.
14. **WARRANTY PRICE** - The price to be paid by the City shall be that contained in successful bidder's bid which successful bidder warrants to be not higher than the successful bidder's current prices on orders by others for products of the kind and specification covered by this agreement for similar quantities under similar or like conditions and methods of purchase. In the event successful bidder breaches this warranty, the prices of the items shall be reduced to the successful bidder's current prices on orders by others, or in the alternative, City may cancel this contract without liability to successful bidder for breach of successful bidder's actual expense.
15. **FORCE MAJEURE** - Neither party shall be required to perform any term, condition or covenant in this contract so long as such performances are delayed or prevented by force majeure, which shall mean acts of God, strikes, lockouts, material or labor performance restrictions by any governmental authority, civil riots, floods, and any other cause not reasonably within the control of the party required to perform and which by the exercise of due diligence said party is unable, wholly or in part, to prevent or overcome.
16. **APPLICABLE LAW** - This agreement shall be governed by the Uniform Commercial Code. Wherever the term "Uniform Commercial Code" is used, it shall be construed as meaning the Uniform Commercial Code as adopted in the State of Texas as effective and enforce on the date of this agreement.
17. **TAXES, UNEMPLOYMENT BENEFITS, ETC.** - The successful bidder hereby accepts exclusive liability for, and agrees to indemnify the City against liability for the payment of any and all contributions or taxes for unemployment insurance, old age pensions or annuities or other purposes now or hereafter imposed by the Government of the United States and/or by the Government of any State of the United States, which are in whole or in part measured by and/or based upon the wages, salaries, or other remuneration paid to persons employed by the successful bidder on work in connection with this order.
18. **ANTI-DISCRIMINATION** - The successful bidder, in performing the work required hereunder, shall comply with the provisions of Executive Order Number 11246, and shall not discriminate against any employee or applicant for employment because of religion, race, sex, age or national origin.
19. **INVOICING AND PAYMENTS** - Invoicing is to be provided in duplicate to the City of Colleyville, Parks and Recreation Dept., 5109 Bransford Road, Colleyville, Texas 76034. The payment terms are net 30 days, unless otherwise stated on the first page of Bid Proposal section. Net 30 days means payment must be postmarked by the City no later than 30 days after receipt of correct invoicing or receipt of ordered supplies, whichever occurs later.

20. **FAIR LABOR STANDARDS ACT** - The successful bidder warrants that the materials covered by this order have been produced in compliance with the requirements of the Fair Labor Standards Act of 1938, as amended.
22. **LIENS** - The successful bidder agrees to and shall indemnify and hold harmless the City against any and all liens and encumbrances for all labor, goods, and services which may be provided under the request, by seller or seller's vendor(s) and if the City requests, a proper release of all liens or satisfactory evidence of freedom from liens shall be delivered to the City.
23. **MODIFICATIONS AND AMENDMENTS** - Purchaser shall have the right to modify this order subject to an adjustment in the price in accordance with the applicable provisions of the Purchase Order, if any, or pursuant to mutual agreement. No agreement or understanding to modify this order shall be binding on the Purchaser unless in writing and signed by the Purchaser or Purchaser's authorized agent.
24. **PATENT INDEMNITY** - The successful bidder hereby warrants that the use or sale of the products and materials delivered hereunder will not infringe claims of any patent covering such materials, and the successful bidder agrees to indemnify and hold harmless the City for any and all costs, expenses, judgments, and damages which the City may have to pay or incur.
25. **FACSIMILE** - The City will not accept bid responses or alterations to a bid via a facsimile machine. The facsimile machine is available for information inquiries only. The existing facsimile machine does not have the capability of "FAX Mail". No bid responses received via the facsimile machine will be considered.
26. **ALTERING BIDS** - Bids cannot be altered or amended after submission deadline. Any interlineation, alteration, or erasure made before opening time and date, must be initialed by the signer of the bid, guaranteeing authenticity.
27. **CHANGE ORDERS** - No oral statement of any person shall modify or otherwise change, or affect the terms, conditions or specifications stated in the resulting contract. All change orders to the contract will be made in writing by the City Parks Department.
28. **ACCEPT/REJECT BIDS** - The City reserves the right to accept/reject any or all bids or parts of bids and to waive informalities in the bidding process.
29. **RETURN FORMS** - Bidders are required to return all pages and forms of this bid package. It is recommended that bidders retain a copy of the bid response for reference purposes.
30. **ASSIGNMENT** - The successful bidder shall not sell, assign, transfer or convey any contract resulting from this bid, in whole or in part, without the prior written consent of the City of Colleyville.
31. **VENUE** - This agreement will be governed and construed according to the laws of the State of Texas. This agreement is performable in the City of Colleyville, Tarrant County, Texas, and venue shall lie in Tarrant County, Texas.
32. **PERFORMANCE** - Bids must comply with all federal, state, county and local laws. Any vehicles or equipment shall contain all standard safety, emission, and noise controls required for these

types and sizes of equipment at the time of their manufacture. The contractor agrees, during the performance of work or services, to comply with all applicable codes and ordinances of the City, County or State of Texas as they may apply, as these laws now read or as they may hereinafter be changed or amended.

33. SILENCE OF SPECIFICATIONS - The apparent silence of these specifications as to any detailed description concerning any point, shall be regarded as meaning that only the best commercial practices are to prevail. All interpretations of these specifications shall be made on the basis of this statement.

In case any one or more provisions contained in the contract shall for any reason be held invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not effect any other provision thereof and this contract shall be considered as if such invalid, illegal, or unenforceable provision had never been contained herein.

34. BID SECURITY - Each bid shall be accompanied by a Cashiers Check or Certified Check made payable to the City of Colleyville, Texas, or by bid bond, dually executed by the bidder as principal and having as surety thereon a surety company approved by the City of Colleyville in the amount not less than five percent (5%) of the total amount of the bid. The bid security must be enclosed in the same envelope with the bid. **Bids without check or bid bond will not be considered.**

All bid securities will be returned to the respective bidders within sixty (60) days after the bid opening, except those which the City of Colleyville elects to hold until the successful bidder has executed a contract. No bid will be considered unless it is accompanied by the above mentioned bid security.

35. PERFORMANCE AND PAYMENT BONDS - Unless otherwise specified, it is agreed by the parties to the contract resulting from this bid that the contractor will execute separate performance and payment bonds, each in the sum of one hundred percent (100%) of the total contract price, in standard forms for this purpose, guaranteeing faithful performance of the work and the fulfillment of any guarantees required, and further guaranteeing payment to all persons supplying labor and materials or furnishing any equipment in the execution of the contract, and it is agreed that this contract shall not be in effect until such performance and payment bonds are furnished and approved by the City of Colleyville. Unless otherwise approved in writing by the City of Colleyville, the surety company underwriting the bids shall be acceptable according to the latest list of companies holding certificates of authority from the Secretary of the Treasury of the United States.

Unless otherwise specified, the cost of the premium for the performance and payment bonds shall be included in the contractor's bid proposal.

36. The notice of award of contract shall be given by the OWNER within sixty (60) days following the opening of bids.
37. Each Bidder must provide the information as detailed in the Bid Proposal. This bid, accompanying documents, and any negotiated terms, when properly accepted by the City of Colleyville, shall constitute a contract equally binding between the successful bidder(s) and the City of Colleyville. No different or additional terms will become a part of this contract with the exception of Change Orders.

38. Bidders should carefully examine the specifications and other documents, visit the site of the work, and fully inform themselves as to all conditions and matters which can in any way affect the work or the costs thereof.
39. Bidders desiring further information, or specifications must make a request for such information in writing to the Parks Superintendent prior to forty-eight (48) hours before the bid opening. Should a bidder find discrepancies in, or omissions from, the specifications, or other contract documents, or should he be in doubt as to their meaning, he should at once notify the Parks Superintendent in order that a written Addendum may be sent to all bidders. Any Addenda issued prior to forty-eight (48) hours of the opening of bids will be mailed or delivered to each BIDDER contemplating the submission of a proposal of this work. The proposal as submitted by the BIDDER will be so constructed as to include any Addenda if such are issued by the Parks Superintendent prior to forty-eight (48) hours of the opening of bids.
40. Within ten (10) days of receipt of notice of award of contract, the Contractor must provide, along with executed contract documents and appropriate bonds, proof of insurance for Worker's Compensation and Comprehensive General Liability Insurance in the amounts required in the General and Supplementary Conditions. An insurance form is provided in this set of bid documents. If this form is not used and another form substituted, all information requested and cross-outs shown on our form shall be required. The City reserves the right to request any other insurance coverage as may be required by each individual project.
41. Contractor covenants and agrees to, and does hereby, indemnify, hold harmless and defend Owner, its officers, agents, servants and employees, from and against any and all claims or suits for property damage or loss and/or personal injury, including death, to any and all persons, of whatsoever kind or character, whether real or asserted, arising out of, or in connection with, directly or indirectly, the work and services to be performed hereunder by Contractor, its officers, agents, employees, contractors, subcontractors, licensees or invitees, whether or not caused, in whole or in part, by alleged negligence on the part of officers, agents, servants, employees, contractors, subcontractors, licensees and invitees of the Owner; and said Contractor does hereby covenant and agree to assume all liability and responsibility of owner, its officers, agents, servants and employees for property damage or loss, and /or personal injuries, including death, to any and all persons of whatsoever kind of character, whether real or asserted, arising out of or in connection with, directly or in directly, the work and services to be performed hereunder by the Contractor, its officers, agents, employees, contractors, subcontractors, licensees and invitees, whether or not caused, in whole or in part, by alleged negligence of officers, agents, servants, employees, contractors, subcontractors, licensees or invitees of the Owner. Contractor likewise covenants and agrees to, and does hereby, indemnify and hold harmless Owner from and against all injuries, loss or damages to property of the Owner during the performance of any of the terms and conditions of this Contract, whether arising out of or in connection with or resulting from, in whole or in part, any and all alleged acts or omissions of officers, agents, servants, employees, contractors, subcontractors, licensees, or invitees of the Owner.

In the event a written claim for damages against the Contractor or its subcontractors remains unsettled at the time all work on the project has been completed to the satisfaction of the Parks Superintendent, as evidenced by a final inspection, final payment to the Contractor shall not be recommended by the Parks Superintendent for a period of 30 days after the date of such final inspection, unless the Contractor shall submit written evidence satisfactory to the Parks Superintendent that the claim has been settled and a release has been obtained from the claimant involved.

Although the claim concerned remains unsettled as the expiration of the above 30 day period, the Contractor may be deemed to be entitled to a semi-final payment for work completed, such semi-final payment to be in an amount equal to the total dollar amount then due less the dollar value of any written claims pending against the Contractor arising out of the performance of such work, and such semi-final payment may then be recommended by the Parks Manager.

The Parks Manager shall not recommend final payment to a Contractor against whom such a claim for damage is outstanding for a period of six months following the date of the acceptance of the work performed unless the Contractor submits evidence in writing satisfactory to the Parks Manager that:

- (1) The claim has been settled and a release has been obtained from the claimant involved, or
- (2) Good faith efforts have been made to settle such outstanding claims, and such good faith efforts have failed.

If condition (1) above is met at any time within the six-month period, the Parks Manager shall recommend that the final payment to the Contractor be made. If condition (2) above is met at any time within the six-month period, the Parks Manager may recommend that the final payment to the Contractor be made. At the expiration of the six-month period the Parks Manager may recommend that final payment be made if all other work has been performed and all other obligations of the Contractor have been met to the satisfaction of the Parks Manager.

The Parks Manager may, if deemed appropriate, refuse to accept bids on other City of Colleyville Contract work from a Contractor against whom a claim for damages is outstanding as a result of work performed under a City Contract.

44. Contractor will be responsible for supplying and placing all necessary barricades to conform to the latest edition of the Texas Department of Transportation's Uniform Traffic Control Devices booklet procedures if necessary.
45. The Contractor shall provide one person, with authority to make decisions, to be in charge from the beginning to the end of this contract. This person shall supervise the work site at all times to coordinate all phases of the work performed each day.

GROUNDS MAINTENANCE CONTRACT - MOWING INSTRUCTIONS TO BIDDERS

INSTRUCTIONS TO BIDDERS

1. The Bid award shall be based on, but not necessarily limited to, the following factors:
 - a. Total Price
 - b. Operational Plan
 - c. Results of reference checks
 - d. Experience
 - e. Bidder's past performance record with the City
 - f. City's evaluation of the Bidder's ability to perform
2. The City of Colleyville may make such investigations as it deems necessary to determine the ability of the Bidder to provide satisfactory performance in accordance with specifications, and the Bidder shall furnish to the City all such information and data for this purpose as the City may request.
3. **Bidders are to bid on all items as specified. Bids will be awarded to one bidder based on the total bid.**
4. The contract period will begin October 1, 2016 and continue through September 30, 2017. All pricing will remain firm throughout the contract period. The contract may be extended by mutual agreement of both parties for up to five (5) additional one (1) year periods. The Contractor shall submit the renewal proposal with price changes, and justification for price increase to the Parks and Recreation Department no later than August 15th of each year. Increases in contract pricing shall not exceed the consumer price index of the Dallas/Fort Worth standard metropolitan area for the previous twelve-month period.
5. The contract may be cancelled by either party upon forty-five (45) days written notification. The City reserves the right to cancel the contract immediately if the City determines in its sole discretion, that the successful bidder is not fulfilling the assigned responsibilities under this agreement.
6. Contractor shall provide a minimum of three (3) current references with the bid. References shall be from clients the contractor has served in a similar capacity within the last 24 months, preferably municipalities in the Dallas/Fort Worth metroplex area.
7. Contractors bidding on these items shall have a minimum of five (5) years consecutive experience in landscape maintenance, which includes manicured turf maintenance.

8. Contractor shall have successfully completed a landscape maintenance contract of similar size and scope of these specifications.
9. Contractor must submit, with bid, a completed list of equipment to be used for this contract, on Maintenance and Support Equipment Form. Make additional copies of this form if required.
10. ALTERATION OF WORK – The City of Colleyville reserves the right to limit work scheduled within a cycle in any area at any time or reduce number of mowing's for specific property or when the area in question is under construction or development. Charges for partial areas maintained shall meet the percentage of property with the percentage of cost per cycle.
11. PRE-BID CONFERENCE – A pre-bid Conference will be held at 9:30 a.m. on Thursday, August 25, 2016 to discuss this bid and answer any questions potential bidders may have regarding the terms, conditions and specification requirements contained in the bid document. The conference will be held at the Park Office located at 5109 Bransford Rd., Colleyville, TX. 76034. ALL BIDDERS ARE ENCOURAGED TO ATTEND. It is the contractor's responsibility to acquaint themselves with the various facilities and grounds and ask any questions during this meeting.

REFERENCES

Name of Company/City City of Arlington
Address of Company/City 717 N Main St
Arlington Tx 76004
Contact Person Randy Villarreal
Telephone Number including area code (817) 721-9347

Name of Company/City City of Irving
Address of Company/City 5964 N O'Connor
Irving Tx 75039
Contact Person Chuck Majors
Telephone Number including area code (972) 721-7873

Name of Company/City City of Burleson
Address of Company/City 141 W Renko
Burleson Tx 76028
Contact Person Johnny West
Telephone Number including area code (817) 917-8239

12. **PREFERENTIAL REQUIREMENT** - The City of Colleyville, as a governmental agency of the State of Texas, may not award a contract for general construction, improvements, services, or public works projects or purchases of supplies, materials or equipment, to a nonresident bidder unless the nonresident's bid is lower than the lowest bid submitted by a responsible Texas bidder by the same amount that a Texas resident bidder would be required to underbid a nonresident bidder to obtain a comparable contract in the state in which the nonresident's principal place of business is located (2252.002 Texas Government Code). Bidder shall answer the following questions by encircling the appropriate response or completing the blank provided:

- 1) Is your principal place of business in the State of Texas? Yes No
- 2) If the answer to question 1 is 'yes', no further information is necessary; if 'no', please indicate the following:
- a. In which state is your principal place of business located: _____
- b. Does that state favor resident bidders (bidders in your state) by some dollar increment or percentage? Yes No
- c. If 'yes', what is that dollar increment or percentage? _____

COMPANY INFORMATION

How long has your company been in business?	35 years +
Is your company local, regional or national?	regional
In what cities/states does your firm operate?	Dallas / FW / Houston
Where is your company headquarters located?	1501 Baccarat Ct Euless TX 76033
Has your company performed work for any other city government?	yes
How many years of experience in the landscape industry does the company's upper management personnel have?	15
What is the experience of the Manager who would be working on this contract if awarded to your company? You may submit a resume if desired.	15

13. PERSONNEL REQUIREMENTS - All maintenance and management personnel assigned to this contract shall meet the following standards:

- (a) Contractor shall provide a licensed applicator licensed through either the Texas Department of Agriculture or the Structural Pest Control Board.
- (b) Personnel making pesticide/herbicide applications or performing landscaping shall have on their person, a license and/or certification.
- (c) All personnel will utilize appropriate safety equipment at all times.
- (d) Contractor shall have emergency personnel available 24 hours per day, seven days per week. Contractor shall provide the City with "after hour" contacts.
- (e) While on-site, all personnel shall be uniformed and generally neat in appearance and professional in behavior.
- (f) All lunch and break periods taken shall be within areas approved by the City.

PERSONNEL INFORMATION

Please indicate the number of full time personnel in the following categories. All responses to this section apply to Colleyville operations only.

Management 2 Administration 2 Maintenance Staff 8

Other staff defined as _____

Describe your hiring and screening process. What qualifications do you look for in an employee?

We conduct a verbal & an equipment use interview, and check references with former employers. We only hire experienced & dependable workers.

Describe the types of training programs you provide your employees? Where is the training conducted? How often is it conducted?

We perform an insurance-sponsored "kick-off" meeting at the beginning of the season here at our office. We also conduct tailgate safety meetings weekly in our office to cover various pertinent topics.

Does your company enlist the services of any contract labor force?

We use H2B labor, a government-regulated foreign worker program.

What is your company policy regarding drug testing/abuse?

We do random testing. Offenders are terminated

15. **CONTRACT ADMINISTRATION:**

Under this contract, the City of Colleyville will appoint the Parks Manager or his/her designee as contract administrator with the designated responsibility to ensure compliance with performance of contract requirements. Such responsibilities will include, but will not be limited to, the inspection and acceptance of all services performed under this contract. If an area is found to be unsuitable or incomplete in the service required by this contract, the CONTRACTOR will be called back without additional charge to the City. The contract administrator will serve as liaison between the City and the Contractor.

GROUNDS MAINTENANCE CONTRACT - MOWING SPECIFICATIONS

SCOPE AND INTENT - The intent is to describe the minimum specifications for grounds maintenance contract for the City of Colleyville Parks.

It is also the intent under these specifications that the contractor shall provide a complete and professional job for each grounds maintenance task assigned by the Parks Department. The omission, within a bid submittal of specific reference to any equipment, materials, or labor necessary for performance of contract per specifications, shall not relieve contractor of responsibility for furnishing such equipment, materials, or labor.

Grounds maintenance contract mowing at City Park located at 5205 Bransford Road and the Pleasant Run Soccer Complex located at 6501 Pleasant Run Road shall not include the mowing of league athletic game fields. The athletic fields shall be maintained by City staff. All other property in general areas on these sites shall be included in the bid.

REQUIREMENTS:

1. The successful bidder shall be responsible for mowing all designated turf areas; edging all turf along walks, curbs, plant beds, signs and other obstacles; removing all litter, fallen limbs from the entire property and hauling such debris away. Turf areas, which cannot be maintained with mowing equipment, shall be cut to specified turf height using a string-line trimmer. The property is to be free of windrows and chopped paper. Litter must be removed from turf before mowing. The successful bidder shall leave the area with a finished appearance with walks and curb areas appearing to have been swept. The successful bidder shall not simply blow litter, leaves, clippings, etc. into the streets or other property. All expansion joints, bridge abutments, light poles, signs, irrigation control boxes and equipment, irrigation valve box covers, trees and other maintenance barriers that fall within these designated grounds maintenance areas will also require trimming of grass and weeds on the specified maintenance schedule unless otherwise specified by the Parks Department. Grass and weeds growing over irrigation valve box covers shall be trimmed back to edge where valve box meets soil. Grass and weeds in expansion joints shall be cut flush with the pavement or treated with an approved herbicide.
2. The successful bidder shall pick up and remove all broken glass from paved areas and turf. Any hazardous condition or any damage to City property is to be reported to the designated City department representative.
3. The successful bidder shall maintain all properties with water features up to the waters edge.

4. Unless otherwise instructed, the successful bidder shall accomplish all tasks and, mowing cycles per schedules as agreed to by the designated City department representative.
5. The successful bidder and designated City department representative will agree on a regular day and time for maintenance at each location. The schedule may be agreed on each week or each month. Any variance from the prescribed schedule will require a minimum of twenty-four (24) hour advance notification to the designated City department. A weekly approved property list will be provided by the Parks Department. Maintenance cycles shall be completed as specified by the Parks Department and awarded for each area. If wet weather renders grounds too soft to carry weight of maintenance equipment without rutting, contractor shall not perform maintenance when wet grounds conditions will cause serious damage to grounds, turf, and irrigation equipment or other City infrastructure. Contractor shall notify the City of any significant delays (greater than 24 hours) in the maintenance schedule resultant from wet conditions.
6. Wildflowers of significant stands are not to be mowed from March through June. Contractor will consult with City and receive approval before mowing any areas containing wildflowers in bloom.
7. The successful bidder will be required to e-mail a designated City department representative to report work accomplished daily as maintenance is accomplished under this agreement. EXCEPTION: Work specified for weekends only will be reported to the designated City representative on the following Monday.
8. The successful bidder shall set mowing equipment to cut Bermuda grass areas to a height of one and one-half inches (1-1/2") unless otherwise instructed by the designated City representative. St. Augustine grass shall be cut at a two and one-half inch height (2-1/2") or as instructed by the designated City representative. Pleasant Run Practice Fields and Reagan Park Practice Fields shall be mowed at a height of one inch (1"). All changes in mowing height to be approved by the City department representative. All mowing must conclude by the end of the Parks Department workday. EXCEPTION: Work specified for weekends only must be completed by Sunday.
9. Edging along curbs and sidewalks must be cut with steel blade equipment to give a vertically cut edge.
10. The successful bidder will not be permitted to mow within 18" of each tree in order to avoid damage to the trees.

11. The successful bidder shall be responsible for any damage done to plant material or other property during the maintenance operation. The successful bidder shall be responsible for replacement of all trees, shrubs, and groundcover destroyed by the successful bidder, employees or agents of the successful bidder during the maintenance operation. Trees and shrubs must not be bumped or marked by mowing, trimming or edging equipment. The successful bidder must report damage immediately to the designated City department representative. Damage to trees, tree collars and tree water bags will be assessed at \$50.00 for each instance. If extensive damage results from contractor actions, the Park Manager will assess the damages and charge the contractor based on the ISA appraisal formula. Contractor shall give instruction and insure that all maintenance personnel refrain from string trimming around tree trunks in a manner which disturbs or damages tree bark. Contractor shall also give instruction to their maintenance personnel and insure that no trees are damaged during mowing operations. Tree wells damaged during contract performance shall be restored to their original condition, by the contractor, at no additional charge to the City. Such restoration shall be completed within two (2) working days after damage occurred.
12. The successful bidder shall furnish all supplies, tools, and equipment to be used on the job. No chemicals, herbicides (weed-killers), insecticides, fungicides, or fertilizers are to be used without the written approval of the City department representative. Expansion joints and paver areas, are the only locations to be sprayed to eradicate weeds without City department approval.
13. The successful bidder shall not transfer or assign these grounds maintenance responsibilities to others without prior written consent of the City department representative.
14. The successful bidder shall comply with all applicable governmental laws and regulations.
15. The City shall not be liable for any loss or damage sustained by the successful bidder. The successful bidder/contractor shall hold the City harmless from any and all claims for liability or damage of whatsoever nature and kind, including cost of court and attorney's fees, suffered or asserted to have been suffered by any person or to any property of any person whomsoever, growing out of or resulting from or in any way connected with their performance of work under this agreement. The successful bidder shall exercise every necessary precaution for the safety of the work site and the protection of any kind and all persons and/or property located adjacent to or making passage through the work site. All mowing equipment is to have functional debris deflectors in place at all time. Deflectors are to be standard, manufacturer approved equipment.
16. All maintenance equipment, operating on public Colleyville streets or rights of ways, shall display approved slow moving equipment symbols, flags and other safety equipment as required.

17. All grounds maintenance personnel shall wear approved orange safety vests while operating equipment on City medians or rights of ways. Contractor shall be responsible for placing signs and/or traffic cones as necessary while performing maintenance on City medians, parkways, and rights of ways. No passengers shall be allowed on tractors or other mowing equipment.
18. The Contractor shall be responsible for providing traffic control, where necessary, during median and right of way operations consistent with the provisions set forth in the "1980 Texas Manual on Uniform Traffic Control Devices for Streets and Highways" issued under the authority of the "State of Texas Uniform Act Regulating Traffic on Highways", codified as Article 6701d Vernon's Civil Statutes, pertinent sections being Section Nos. 27, 29, 30 and 31.
19. The successful bidder must provide a valid telephone number and address at all times to the designated City department representative. The telephone number must be answered during normal working days, at least to take a message.
20. The successful bidder shall submit an invoice for the month that maintenance was completed within ten (10) days after completion of that month for a monthly payment.
21. The successful bidder shall operate as an independent contractor and not as an agent, representative, partner or employee of the City, and shall control the operations at the work site, and be solely responsible for the acts of omissions of the successful bidder's employees or agents.
22. Unit prices are to reflect the charges for mowing and associated tasks at each location.
23. A bid response constitutes understanding and acceptance of all terms, conditions, instructions and specifications contained in this Request for Bid.
24. The successful bidder(s) will be responsible for any damages to the irrigation system(s) due to negligence on the part of the bidder or the bidder's representative. Any damage to an irrigation system is to be reported immediately to the City department representative.
25. All mowing is to be accomplished Monday through Friday, weather permitting. Maintenance at City Hall complex will be performed before/after hours of operation or on weekend.
26. It shall be mandatory that a review of the contracted areas be conducted prior to beginning the first mowing cycle. Such a review shall be attended by the successful bidder and the assigned inspector.
27. The City representative reserves the right to cancel scheduled mowing cycle on a week-to-week basis, based upon need, prevailing weather conditions and available funding. Contract is pay as perform for all maintenance tasks.

28. **QUALITY ASSURANCE** - The grounds will be inspected by the appropriate City representative to insure compliance with the specifications after each mowing.
29. After fertilization and/or abundant rainfall, it may be necessary to mow some areas twice per week in lieu of once per week. The Parks Department representative will specify to the contractor which areas will need additional mowing.
30. Under the provisions of the City of Colleyville hike and bike trail agreement with the Dallas Area Rapid Transit (DART), the successful bidder will be required to obtain certification from the Fort Worth and Western Railroad in order to work in railroad tracks right of ways. Federal regulations under Roadway Worker Protection 49 CFR Part 214 specifies anyone working within 25 feet of a railroad track must be trained and tested regarding their knowledge of these regulations.
31. **Contractor shall ONLY cross railroad tracks at roadway intersections.**

EXAMINATION OF SITE AND CONDITIONS: Before submitting bid, bidders should:

1. Carefully examine the specifications and the contract documents, including the proposal form.
2. Be fully informed of existing conditions and limitations.
3. Visit the site of work. Determine routes of ingress and egress for completing entire project.
4. Include in the proposal, sufficient compensation to cover all work and guarantee items required by the agreement.
5. Include contractor's site examinations, measurements and prior professional experience in submitting bid.

METHOD OF AWARD – BEST VALUE RANKING APPROACH

The City of Colleyville intends to award a contract to the vendor who provides goods and services at the best value for the City of Colleyville. The City may choose to award the contract based on the lowest responsible bid or the best value ranking, whichever is deemed to be in the best interest of the City. In determining the best value for the City of Colleyville, the City will consider price and relevant experience/references to the extent to which the goods and services conform to the specifications herein.

Measurable criteria are used to determine the best value ranking. The measurable criteria are added together to determine the vendor's total score. The vendor with the highest score has the highest ranking. The award shall be made to the vendor with the highest ranking. If there is only one response to the solicitation, the evaluation process may be waived and award may be made to the only responsive, responsible vendor.

An agency evaluation committee, or a designated individual, will evaluate the information provided by the vendor(s) in response to the established measurable criteria contained in the

solicitation. If more than one evaluator is used then the combined score of all evaluators for each vendor is the score to be used to determine the ranking for the vendor. Award will be made to the vendor with the highest ranking.

MEASURABLE CRITERIA

Price	50 points (percent)
Operational Plan	35 points (percent)
Experience/References	15 points (percent)

Each vendor is responsible for submitting all relevant, factual, and correct information with their bid. The evaluation committee will assign a ranking score to each vendor based on the available data. If additional sheets are attached to the bid specification package, the bidder shall clearly cross-reference the appropriate location in the solicitation (i.e. page number, paragraph, subject, etc.)

Price (50 points) the bidder with the lowest price receives the maximum score. The bidder with the next lowest price receives points based on dividing his price into the next lowest price and multiplying that percentage by the available points, for example, assume \$50,000 is the low offer, then that bidder would receive 50 points ($\$50,000/\$50,000=1.00 \times 50=50$). Assume \$55,000 is the next low offer, then that bidder would receive 45.5 points ($\$50,000/\$55,000=0.91 \times 50=45.5$), etc.

Operational Plan (35 points) 35 points will be the maximum point value given to the bidder. The bidders point value will be based on their measured score. Evaluation of the operational plan shall be based on submittals regarding the following information:

1. Company Information
2. Equipment to perform contract requirements
3. Number of employees to perform contract requirements / Personnel Information
4. References
5. Experience with contracts similar in size and scope

Failure to meet any of the above requirements may result in bidder receiving zero points in this area.

References (15 points) 15 points will be the maximum point value given to the bidder with the highest rated customer satisfaction and past performance with the City and/or relevant information provided by the client references who have done similar scope and size of work as specified herein. The bidders point value will be based on their measured score.

Failure to include references shall cause the bid to be considered non-responsive.

BID EVALUATION

The City reserves the right to accept or reject in part or in whole any bid submitted, and to waive any technicalities for the best interest of the City. The City reserves the right to determine "or equal" status.

CONTRACTOR SELECTION

If awarded, the contract shall be based on the City's evaluation criteria of price, experience/references and compliance with bid requirements. A responsive bidder shall have submitted a complete sealed bid packet within the stated timeline and in accordance with the bid specifications. A responsible bidder shall demonstrate the ability to successfully deliver the supplies, equipment and/or services being procured.

A **responsive** bidder is defined to be one who submits a completed sealed bid packet within the stated time deadline and in accordance with the bid specifications.

A **responsible** bidder is defined to be one who demonstrates via their responses to the selection criteria his or her ability to successfully deliver the supplies, equipment, or services being procured.

BIDDERS QUALIFICATION REQUIREMENTS

Each bidder is responsible for submitting all relevant, factual and correct information with their bid. The below listed criteria will be assessed by the vendors submitted data. If additional sheets are attached to the bid specification, the bidder shall clearly cross-reference the appropriate location in the solicitation (i.e. page number, paragraph, subject, etc.)

1. Landscape Maintenance Service Contractor shall have a minimum of five (5) consecutive years experience in landscape maintenance, which includes manicured grass maintenance.
2. Contractor shall have successfully completed a landscape maintenance contract of similar size and scope of these contract specifications.
3. Contractor must submit with their bid, a list of equipment to be used for this contract. The list of equipment should include type of equipment, quantity, manufacturer, hours of usage, and equipment age (year). Equipment can be subject to inspection by the City representative. Contractor may use attached "Maintenance and Support Equipment" form.
4. Contractor shall have in his or her employment at the time of bid the minimum number of employees to successfully execute the bid as specified.
5. Contractor shall provide a minimum of three (3) current references with the bid. References shall be from clients the contractor has served in a similar capacity within the last 24 months, preferably municipalities in the Dallas/Fort Worth metroplex area.

CONTRACTOR'S RESPONSIBILITY FOR WORK

1. The Contractor shall be responsible for the complete performance of all of the work under the Contract.
2. Contractor shall be responsible for furnishing all tools, equipment, labor, supplies and incidentals required to complete the work.

CANCELLATION

The Contractor shall strictly comply with the provisions of the contract with an adequate number of quality personnel and equipment to perform the work described in these specifications. Non-performance or non-compliance with the requirements of this specification by the awarded vendor shall be basis for the termination of the contract by the City immediately.

The Contractor shall be given forty-eight hours following receipt of notification of default in which to remedy the deficiencies. If the deficiencies are not remedied as a result of the notification, the contract shall be terminated.

At the discretion of the City, subsequent notification(s) may be issued upon the occurrence of each default(s) and the contractor shall have forty-eight hours following receipt of the second notification to remedy the deficiencies. If deficiencies are not remedied following the subsequent notification(s) period, the Contractor shall be deemed in default of the contract and the contract shall be terminated.

The City shall not pay for services that are deemed by the City to be unsatisfactory. Vendors will be given reasonable opportunity, before termination, to correct any deficiencies; however, this in no way may be construed as negating the basis for cancellation.



OPERATIONAL PLAN

City of Colleyville, Texas

Annual Contract for Grounds Maintenance

Bid# 16-01



1. INTRODUCTION

This plan will serve as a guideline detailing the protocol and implementation of all aspects involving the completion of mowing services for the City of Colleyville, as detailed in the RFP. Whitmore Commercial Landscape will ensure all labor and equipment are provided for successful completion of these services.

2. OPERATION DETAILS

In general, work will commence at 7 a.m. or at dawn, should there not be sufficient daylight at 7 a.m. to safely operate equipment on City streets. Whitmore crews operate from 7 a.m. to 6 p.m., Monday through Thursday. Operation after 6 p.m. and on Friday, Saturday and Sunday are optional, should inclement weather or other factors delay completion of contracted services during normal operating hours.

Specifically, Whitmore will provide up to two crews of four men each to complete the contracted services. Service days will be Monday through Thursday, with a mixture of properties with different frequencies, to allow for the most economical and efficient schedule to complete the contracted services.

A detail of Whitmore's normal service schedule, pertaining to day of the week and order in the day of service, will be provided upon request. This normal service schedule excludes delays inclement weather or other impeding factors.

Vehicle staging areas will be primarily along service roads where traffic is lightest, utilizing City of Colleyville property and defined pull-off areas where available. Open private parking areas will not be used, unless permission is granted to Whitmore in writing by the property owner. At no time will Whitmore vehicles be staged in an area that presents a hazard or impediment to pedestrian or vehicle traffic. Proper vehicle signage and safety cones will be used at all times, to alert traffic to our crews and vehicles in the area.



3. ENVIRONMENTAL EFFECTS

Whitmore will ensure that we maintain stewardship with the environment, and will do our part to assist the City of Colleyville in protecting the environment. We accomplish this by constant instruction to our crews to refrain from excessive and unnecessary idling of equipment and vehicles, to store all fuel and chemicals in approved containers, and to use care when filling equipment and tanks to prevent spillage. All trash and debris is removed, placed in proper containers, and disposed of according to agency guidelines. Care is taken to leave all refuse and grass clippings on landscape surfaces to degrade into the soil, and never to direct or leave it on hard surfaces, where it can be swept into storm drains.

4. ENSURING THE SAFETY OF PEOPLE

Whitmore crews are safety-oriented. All crews are dressed in company uniforms with the employee's name on the right chest for easy identification. In addition, each wears a reflective safety vest with company logo on the back, safety glasses, hearing protection, and work-specific footwear.

All equipment retains factory-installed guards, deflectors, throttle governors, etc., and weekly "tailgate" meetings are held at our shop to discuss various pertinent safety topics. Crew members are trained to be mindful of terrain, vehicle traffic, and pedestrians at all times. Equipment is handled and operated to specifications, and maintained by crew foremen and our mechanics to function at full capacity.

In addition, our crew foremen and field supervisors are equipped with cellular phones to facilitate timely communication should any issue arise. All employees are instructed in the use of emergency phone numbers, and know the location of several emergency clinics in their area.

5. OPERATIONAL TEAM

The team that Whitmore employs to complete this contract consists of the crew members, their crew foreman, a field supervisor, account manager, and office support staff. Each has a defined role that they are experienced in, and know how to function as a team to provide the best service and results possible – from weed-eating to paperwork.

Name	Role	Responsibilities
Brandon Long	Account Manager	Main point of contact for all aspects of contract implementation– 817.829.1018; b.long@whitmorelandscape.com
Deborah Salcido	Office Manager	Completes all contract documents, completion sheets, and billing requirements; main office contact – 817.498.0800; whitmoreandsons@outlook.com
Bernardo Lara	Field Supervisor	Responsible for direct communication to crew foreman while performing services; responsible for quality control, safety, and overall completion of weekly contracted commitments – 817.877.7094
Francisco Anaya	Crew Foreman	Responsible for carrying out contract commitments and oversight of crew members
Raudel Martinez	Crew Foreman	Responsible for carrying out contract commitments and oversight of crew members

MAINTENANCE AND SUPPORT EQUIPMENT - The following information will assist the City in evaluating the comparative capabilities of competing bidders. It is understood and acknowledged that the information is requested by the City solely as an indication of the equipment resources available to the bidder to perform required work. Include transport, crew and supervisory vehicles. Please only identify equipment, vehicles, support equipment, etc. that will be utilized by Contractor in performance of the City of Colleyville Grounds Maintenance Contract – Mowing.

Please See attached

Type of Equipment	Quantity	Manufacturer	Hours of Usage	Equipment Age



EQUIPMENT LIST COLLEYVILLE 16-01

Quantity Owned	Description	Make	Model	Year	Approx. Number of hours	Cutting Deck
1	Crew Cab Truck	Chevy	2500	2015	35,000	N/A
1	Crew Cab Truck	Chevy	2500 HD	2014	70,000	N/A
2	Landscape Trailer	16' Double Axle		2012	N/A	N/A
2	Zero Turn Mower	Toro	Z Master	2014	2000 HOURS	72"
2	Wide Area Mower	John Deere	1600 Turbo Series II	2015	500 HOURS	11'
2	Midsize	Lesco	Commercial	2009	500 hours	48"
1	Midsize	Lesco	Commercial	2009	300 hours	36"
1	Push Mower	Toro	Commercial	2009	0	21"
5	Line Trimmer	Echo	Commercial	2011-2015	300-500 hours	Line Trimmer
4	Stick Edger	Echo	Commercial	2011-2016	300-500 hours	Edger
6	Backpack Blower	Red Max	Commercial	2011-2016	300-500 hours	Blower
4	Hedge Trimmer	Echo	Commercial	2011-2016	200-300 hours	Hedge Trimmer

Assorted Hand Tools As Required To Perform Contract
 All Employees Have Company Issued Phones For Quick Response
 Spare Equipment and Trucks Are Always Available If Needed

MAINTENANCE AND SUPPORT EQUIPMENT REQUIREMENTS:

1. Only the appropriate equipment, in proper working order, shall be utilized for maintenance operations.
2. Repair, servicing or fueling of equipment is not permitted within landscape areas or on turf areas.
3. Equipment shall be operated in a safe and efficient manner at all times.
4. The City of Colleyville reserves the right to inspect all equipment to be utilized in performance of this contract, and to inspect the equipment at any interval the City deems necessary to insure compliance with Federal (OSHA), State, and City safety standards. If contractor's equipment is judged, by the City, as not meeting minimum safety standards, it shall not be used pursuant to this contract. This constraint from use shall be in effect until said equipment is brought into contract compliance, and approved by the City of Colleyville.
5. The City may request that bidders show evidence that equipment to be used in performance of this contract is in good working order, and adequate for performance of required mowing, trimming, and edging operations.
6. Bidders must demonstrate, within bid submittal, the ability to provide the necessary equipment required for grounds maintenance operations per specifications. Such equipment must be dedicated to performance of this contract for the City of Colleyville.

**GROUNDS MAINTENANCE
CONTRACT - MOWING
WORKSHEETS AND PROPERTIES**



Properties to be maintained

Annual Contract Extension with any proposed price change increase shall not exceed the consumer price index of the Dallas / Fort Worth standard metropolitan area for the previous twelve-month period.

Area One - Common Areas / Medians

Manicured / Irrigated turf areas

PROPERTY	NUMBER OF CYCLES	COST PER CYCLE	INITIAL CONTRACT TOTAL COST
Bogart ROW	28	\$ 72.60	\$ 2,032.80
Bransford Park	28	\$ 59.50	\$ 1,666.00
Bransford / Center Park Medians	28	\$ 66.50	\$ 1,862.00
City Park	28	\$ 358.75	\$ 10,045.00
Colleyville Center	36	\$ 143.50	\$ 5,166.00
Central Fire Station	28	\$ 47.95	\$ 1,342.60
Cottonbelt Phase III, Pocket Park	28	\$ 22.50	\$ 630.00
Fire Station #2	28	\$ 23.80	\$ 666.40
Fire Station #3	28	\$ 31.50	\$ 882.00
Hall Johnson / Bluebonnet	28	\$ 39.60	\$ 1,108.80
Heritage Medians	28	\$ 13.20	\$ 369.60
Justice Center	36	\$ 81.90	\$ 2,948.40
Kimzey Park	28	\$ 227.50	\$ 6,370.00
McDonwell School Rd. Trail	28	\$ 66.00	\$ 1,848.00
McPherson Park (10.35 acres)	28	\$ 693.35	\$ 19,413.80
Pleasant Run Practice Facility (Mow at 1")	28	\$ 506.00	\$ 14,168.00
Pleasant Run Soccer Complex	28	\$ 209.30	\$ 5,860.40
Reagan Park (Mow at 1")	28	\$ 175.00	\$ 4,900.00
Senior Center (1.2 acres)	28	\$ 42.00	\$ 1,176.00
Sparger Park	28	\$ 297.50	\$ 8,330.00
Westmont Trail	28	\$ 57.20	\$ 1,601.60
Woodbriar Park	28	\$ 66.50	\$ 1,862.00

If additional mowing cycles are requested for Area One properties, will the cost per cycle for Area One properties need to be increased? Yes / No (please circle)

If yes, what percentage increase will be required for additional mowing cycles for Area One properties? _____%

Properties to be maintained

Area Two - Common Areas / Medians

Manicured / Non-irrigated turf areas

PROPERTY	NUMBER OF CYCLES	COST PER CYCLE	INITIAL CONTRACT TOTAL COST
Castleton Trail	18	\$52.80	\$950.40
Cottonbelt Phase I Trail	18	\$356.40	\$6,415.20
Cottonbelt Phase II Trail	18	\$48.40	\$871.20
Cottonbelt Railroad R-O-W	9	\$1,760.00	\$15,840.00
Fire Station #1	18	\$35.00	\$630.00
Glade Road	18	\$35.00	\$630.00
LD Lockett Park	18	\$161.00	\$2,898.00
*Longwood / Broadoak	18	\$118.80	\$2,138.40
McCain Park	18	\$35.00	\$630.00
McPherson Park (9.46 acres)	18	\$416.25	\$7,492.50
Nature Center	18	\$458.50	\$8,253.00
Pleasant Run & Hwy 26 (Lot)	18	\$35.00	\$630.00
Riley Cemetery	18	\$48.40	\$871.20
Senior Center (8 acres)	18	\$352.00	\$6,336.00
Shalimar	18	\$48.40	\$871.20

*To include bridge and embankment area

If additional mowing cycles are requested for Area Two properties, will the cost per cycle for Area Two properties need to be increased? Yes / No (please circle)

If yes, what percentage increase will be required for additional mowing cycles for Area Two properties? _____%

Bf

Properties to be maintained

Area Three – Public Works Common Areas / Channels – Mow, Trim & Spray

PROPERTY	NUMBER OF CYCLES	COST PER CYCLE	INITIAL CONTRACT TOTAL COST
Elm Street Channel	8	\$65.00	\$520.00
Cheek Sparger/Green Briar Channel	8	\$99.00	\$792.00
5500 Block Winding Trail Channel	8	\$78.50	\$628.00
*1800 Block Gatehouse Court Channel	8	\$35.00	\$280.00

*Spray Only

If additional mowing cycles are requested for Area Two properties, will the cost per cycle for Area Two properties need to be increased? Yes / No (please circle)

If yes, what percentage increase will be required for additional mowing cycles for Area Two properties? _____%

Area Four – Public Works Common Areas – Mow & Trim Only

PROPERTY	NUMBER OF CYCLES	COST PER CYCLE	INITIAL CONTRACT TOTAL COST
L.D. Lockett ROW	18	\$60.50	\$1,089.00
1601 Hall Johnson (Public Works)	36	\$101.00	\$3,636.00
240 McDonwell School Rd. (Water Tower)	18	\$32.00	\$576.00
729 L.D. Lockett (Pump Station)	18	\$52.50	\$945.00
6015 Bransford (Water Tower)	18	\$30.00	\$540.00
Open Lot @ Glade & River Walk	18	\$30.00	\$540.00
Corner @ Glade & Bransford	18	\$30.00	\$540.00
7500 Overland Trail	18	\$30.00	\$540.00

If additional mowing cycles are requested for Area Two properties, will the cost per cycle for Area Two properties need to be increased? Yes / No (please circle)

If yes, what percentage increase will be required for additional mowing cycles for Area Two properties? _____%

Area Five – Roundabouts/Medians- Hardscapes - Trim & Spray

PROPERTY	NUMBER OF CYCLES	COST PER CYCLE	INITIAL CONTRACT TOTAL COST
Round-A-Bout at John McCain and Pleasant Run Road	8	\$30.00	\$240.00
Round-A-Bout at Glade and Pool Road	8	\$30.00	\$240.00
Round-A-Bout at Jackson and Cheek-Sparger	8	\$30.00	\$240.00
Round-A-Bout at Hall-Johnson and Bogart	8	\$30.00	\$240.00
Hardscape at the intersection of Glade, Pool and Jackson	8	\$40.00	\$320.00
Hardscape from Glade and Strathmoore to Glade and Copperglen	8	\$65.00	\$520.00
Hardscape Glade and HWY 121 access Road	8	\$40.00	\$320.00
Hardscape Glade and Heritage to the Colleyville City Limit Sign	8	\$65.00	\$520.00
Hardscape Pool and Hall-Johnson to Hall-Johnson and Sycamore, including crosswalks and circle in intersection	8	\$65.00	\$520.00
Hardscape Hall-Johnson and Broughton to Hall-Johnson and HWY 26, including crosswalks and circle in intersection	8	\$65.00	\$520.00
Hardscape Hall-Johnson and Bogart, including crosswalk and circle in intersection	8	\$40.00	\$320.00
Hardscape Cheek-Sparger and Jackson intersection	8	\$30.00	\$240.00
Hardscape HWY 26 and Center Park to Glade	8	\$45.00	\$360.00
Hardscape Glade and Bransford triangle	8	\$30.00	\$240.00
Hardscape John McCain and Pleasant Run Road, intersection	8	\$40.00	\$320.00
Hardscape John McCain from Cotton Belt 2 entrance across Rail Road tracks to Cotton Belt 3 entrance	8	\$40.00	\$320.00

RJ

Hardscape Entrance to Cotton Belt 1 from L.D. Lockett	8	\$40.00	\$320.00
Area Five – Roundabouts/Medians- Hardscapes - Trim & Spray (Cont.)			
PROPERTY	NUMBER OF CYCLES	COST PER CYCLE	INITIAL CONTRACT TOTAL COST
Hardscape Riverwalk and Bluebonnet to Riverwalk and Hall-Johnson	8	\$65.00	\$520.00
Hardscape Church Street and Riverwalk	8	\$30.00	\$240.00
Hardscape Bogart and Pleasant Run Road	8	\$30.00	\$240.00
Hardscape Bogart and Hidden Oaks	8	\$30.00	\$240.00

If additional mowing cycles are requested for Area Two properties, will the cost per cycle for Area Two properties need to be increased? Yes / No (please circle)

If yes, what percentage increase will be required for additional mowing cycles for Area Two properties? _____%

The following is an estimate for turf square footage. These are estimates, it is the bidder's responsibility to inspect areas and ensure areas being bid on. These estimates do not include the league game fields at City Park or Pleasant Run Soccer Complex.

Estimated Square Feet for Turf Areas

PROPERTY	ADDRESS / LOCATION	ESTIMATED TURF AREA
Non-Park Building Grounds Maint.		
Colleyville Center	5300 Bluebonnet Drive	177,389 sf / 4.1 acres
Central Fire Station	5209 Colleyville Blvd.	60,000 sf / 1.37 acres
Fire Station #1	1900 Hall Johnson	7,730 sf / .20 acres
Fire Station #2	5212 Pool Road	30,000 sf / .68 acres
Fire Station #3	312 McDonwell School Road	38,816 sf / .90 acres
Justice Center	5201 River Walk Drive	102,012 sf / 2.34 acres
Park Properties Grounds Maint.		
Bransford Park	405 Shelton	74,052 sf / 1.7 acres
City Park	5205 Bransford Road	446,490 sf / 10.25 acres
Kimzey Park	2200 Melanie Drive	283,140 sf / 6.5 acres
LD Lockett Park	315 LD Lockett Road	200,376 sf / 4.6 acres
McCain Park	John McCain/ S. side of tracks	.1 acres
McPherson Park	240 McDonwell School Road	862,917 sf / 19.81 acres
Nature Center	100 Millwood Drive	572,458 sf / 13.1 acres
Pleasant Run Soccer Complex	6501 Pleasant Run Road	260,309 sf / 5.98 acres
Pleasant Run Practice Facility	6600 Pleasant Run Road	500,940 sf / 11.5 acres
Reagan Park	709 L.D. Lockett Rd.	217,800 sf / 5 acres
Senior Center	2512 Glade Road	400,752 / 9.2 acres
Sparger Park	4301 Bedford Road	370,260 sf / 8.5 acres
Woodbriar Park	310 W. Green briar Lane	82,764 sf / 1.9 acres
Trails, Medians, Rights-of-Ways Grounds Maint.		
Bluebonnet Median / R-O-W	Hall Johnson Road to Riverwalk Drive	40,034 sf / .90 acres
Bogart / R-O-W	Hall Johnson Road to Pleasant Run Road	71,787 sf / 1.65 acres

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Bransford, Center Park Median / R-O-W	Glade Rd. to Colleyville Blvd.	30,039 sf / .70 acres
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Estimated Square Feet For Turf Areas (Cont.)

Trails, Medians, Rights-of-Ways Grounds Maint.: (Cont.)		
Castleton Trail	Entry at Pleasant Run Soccer Complex from Cottonbelt Trail to end point at John McCain	52,800 sf / 1.2 acres
Cottonbelt Railroad R-O-W	Hurst City Limit to Grapevine City Limit	1,742,400 sf / 40 acres 3.3 miles
Cottonbelt Phase I Trail	From Bettinger Rd. to John McCain	242,880 sf / 8.1 acres 2.3 miles
Cottonbelt Phase II Trail	From Bettinger Rd. to Hurst City Limit	47,520 sf / 1.1 acres .45 miles
Cottonbelt Phase III Park	Corner of SH 26 and John McCain	
Glade Road / ROW	Corner of Heritage and Glade	1,932 sf / .05 acres
Hall Johnson Median / R-O-W	Highway 26 to Pool Road	86,504 sf / 2.0 acres
Heritage Medians	5300 Block of Heritage Avenue	13,524 sf / .3 acres
Longwood / Broadoak R-O-W / Greenbelt	North side of Longwood / East side of Broadoak	119,310 sf / 2.7 acres
McDonwell School Road Trail	Precinct Line Rd. to start of Westmont Trail	63,360 sf / 1.5 acres .6 miles
Old Grove Trail	Exit at McPherson Park to Old Grove Rd to Stillwater Rd, ending at Westmont Trail	46,800 sf / 1.1 acres 2,340 lf
Pleasant Run & Hwy 26	Building lot to include front and rear of building.	21,780 sf / .5 acres
Riley Cemetery	3600 Block of Brown Trail	47,700 sf / 1.1 acres
Shalimar	Off Cottonbelt Trail Phase I between Pleasant Run and John McCain	39,520 sf / 1.1 acres
Westmont Trail	McDonwell School Rd. / Westcoat / John McCain	55,758 sf / 1.3 acres

NOTE: City Park and Pleasant Run Soccer Complex measurements are for general areas only. League athletic game fields are not figured in to these totals

Rsf

BID PROPOSAL

TO: City of Colleyville
Parks Department
100 Main Street
Colleyville, Texas 76034

FOR: GROUNDS MAINTENANCE CONTRACT - MOWING

The undersigned, as bidder, declares that the only person or parties interested in this proposal as principals are those named herein, that this proposal is made without collusion with any other person, firm or corporation; that he has carefully examined the form of contract, Notice to Bidders, specifications, and the attachment(s) therein referred to, and has carefully examined the location and conditions of proposed work; and agrees that he will provide all the necessary labor, machinery, tools, apparatus, and other items incidental to maintenance tasks, and will do all the work and furnish all the materials called for in the contract and specifications in the manner prescribed therein and according to the requirements of the CITY as therein set fourth.

Accompanying this proposal is a certified Bidder's Bond or Cashier's check payable to the City of Colleyville in

the amount of Seventy thousand six hundred eighty six Dollars and Sixteen

7618.16 Cents (\$ 7618.16). The bid security accompanying this proposal shall be returned to the bidder, unless in case of the acceptance of the proposal the bidder shall fail to execute a contract and file a performance bond and a payment bond within ten (10) days after its acceptance, in which case the bid security shall become the property of the City of Colleyville, and shall be considered as payment for damages due to delay and other inconveniences suffered by the City of Colleyville on account of such failure of the bidder. It is understood that the City of Colleyville reserves the right to reject any and/or all bids.

In the event of the award of a contract to the undersigned, the undersigned will furnish a performance bond and a payment bond for the full amount of the contract (performance and payment bonds will not be required on contracts less than \$25,000.00). These bonds are required to secure proper compliance with the terms and provisions of the contract, to insure and guarantee the work until final completion and acceptance, and to guarantee payment of all lawful claims for labor performed and materials furnished in fulfillment of the contract.

The work proposed to be done shall be accepted when fully completed each month and finished in accordance with the specifications to the satisfaction of the Parks Manager.

The undersigned certifies that the bid price contained in this proposal have been carefully checked and are submitted as correct and final.

The 1985 Session of the Texas Legislature passed House Bill 620 which provides that, in order to be awarded a contract as low bidder, non-resident bidders (out-of-state contractors whose corporate offices and/or principal place of business are outside of the state of Texas) bid projects for construction,

improvements, supplies or services in Texas at an amount lower than the lowest Texas resident bidder by the same amount that a Texas resident bidder would be required to underbid a non-resident bidder in order to obtain a comparable contract in the state in which the non-resident's principal place of business is located. **The appropriate blanks in Section A below must be filled out by all non-resident bidders in order for their bid to meet specifications. The failure of non-resident contractors to do so will automatically disqualify that bidder. Resident bidders must so indicate in the space provided in Section B.**

- A) 1. Non-resident vendors in _____ (give state), our principal place of business, are required to be _____ percent lower than resident bidders by state law. A copy of the statute is attached.
2. Non-resident vendors in _____ (give state), our principal place of business, are not required to underbid resident bidders.
- B) ☐ Our principal place of business or corporate offices is in the State of Texas.

Receipt is hereby acknowledged of the following addenda to the contract documents:

Addendum No. 1 dated _____ Received _____

Addendum No. 2 dated _____ Received _____

Addendum No. 3 dated _____ Received _____

It is understood that a lump sum price must be shown in words and figures for the item listed in this proposal, and in the event of discrepancy, the words shall control.

Did you visit the sites? Yes ☒ No ☐

BS

WORKSHEET PAGE NUMBER	TOTAL COST (BOTTOM LINE TOTAL OF WORKSHEET)
Area One - Irrigated Turf Areas - Pg. 18	\$94,249.40
Area Two - Non-Irrigated Turf Areas - Pg. 19	\$55,457.10
Area Three - Public Works Common Areas - Pg. 20	\$2,220.00
Area Four - Public Works Common Areas - Pg. 20	\$8,406.00
Area Five - Roundabouts/Medians - Hardscapes - Pg. 21& 22	\$7,040.00
SUB TOTAL:	\$167,372.50
GRAND TOTAL:	\$167,372.50

Bid Proposal
City of Colleyville, Texas
GROUNDS MAINTENANCE CONTRACT - MOWING

Respectfully submitted,

Whitmore & Sons Inc.
Company Name (please print)

By: Brandon Long
(Please print)

Signature: 

1501 Baccarat Ct.
Bidder's Street Address

SEAL if Bidder is
a Corporation

Date: 8/30/16

Ewless, TX 76040
City, County, State and Zip

Phone Number: 817.498.0800

Fax Number: 1-682-292-1869

E-Mail Address: whitmoreandsons@outlook.com

All bid responses are required to be signed by an authorized representative of the bidding entity. Bid responses received unsigned will not be considered.

**BID PROPOSAL
FOR
GROUNDS MAINTENANCE CONTRACT - MOWING**

TOTAL BID AMOUNT:

\$ 167,372.50

**GRAND TOTAL GROUNDS MAINTENANCE CONTRACT - MOWING
FOR BID AMOUNT:**

One Hundred Sixty - Seven Thousand Three Hundred Seventy - Two **DOLLARS**
Fifty **CENTS**

All above items must be filled in by the bidder. All corrections on the Bid Proposal shall be initialed by the bidder.

PERFORMANCE BOND

STATE OF TEXAS §
COUNTY OF _____ §

KNOWN ALL MEN BY THESE PRESENTS: That _____
of the City of _____, County of _____
and State of _____ as principal, and _____
_____ authorized under the laws of the State of Texas to act as
surety on bonds for principals, are held and firmly bound unto _____
(Owner), in the penal sum of _____
Dollars (\$ _____) for the payment whereof, the said Principal and Surety bind themselves, and
there heirs, administrators, executors, successors and assigns, jointly and severally, by these presents:

WHEREAS, the Principal has entered into a certain written contract with the Owner, dated the
_____ day of _____, 2016, **GROUNDS MAINTENANCE CONTRACT - MOWING** to
which contract is hereby referred to and made a part hereof as fully and to the same extent as if copied
at length herein.

NOW, THEREFORE, THE CONDITIONS OF THIS OBLIGATION IS SUCH, that if the said
Principal shall faithfully perform said Contract and shall in all respects duly and faithfully observe and
perform all and singular the covenants, conditions and agreements in and by said contract agreed and
covenanted by the Principal to be observed and conformed, and according to the true intent and
meaning of said Contract and the Specifications hereto annexed, then this obligation shall be void;
otherwise to remain in full force and effect;

"PROVIDED, HOWEVER, that the this bond executed pursuant to the provisions of the Texas
Government Code, Section 2253.001* as amended and all liabilities of this bond shall be determined in
accordance with the provisions of said Code to the same extent as if it were copied at length herein."

Surety, for value received, stipulates and agrees that no charge, extension of time, alteration or
addition to the terms of the contract, or to the work performed thereunder, or the plans, specifications,
or drawings accompanying the same, shall in anyway affect its obligation on this bond, and it does
hereby waive notice of any such change, extension of time, alteration or addition to the terms of the
contract, or to the work to be performed thereunder.

*Not applicable for federal work. See "The Miller Act" 40 U.S.C. S270.

BL

Surety holds a Certificate of Authority from the Department of the United States Treasury and is an acceptable surety on Federal Bonds or is an acceptable reinsurer and is in compliance with Texas Government Code, Section 2253.021, Article 7.19-1, Texas Insurance Code, and any other applicable State or Federal law, rule, or regulation.

IN WITNESS, WHEREOF, the said Principal and Surety have signed and sealed this instrument this _____ day of _____, 2016

Principal	Surety
By: _____	By: _____
Title: _____	Title: _____
Address: _____	Address: _____
_____	_____
_____	_____

The name and address of the Resident Agent of Surety is:



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

02/05/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Jim Kostiha(351531K) 1405 E Main St Ste 160 Eastland TX 76448-3051 INSURED WHITMORE, & SONS, INC 1501 BACCARAC CT EULESS TX 76040		CONTACT NAME: Jim Kostiha PHONE (A/C, No, Ext): 254-629-8989 FAX (A/C, No): 254-629-8979 E-MAIL ADDRESS: jkostiha@farmersagent.com INSURER(S) AFFORDING COVERAGE <table border="1"><thead><tr><th>INSURER</th><th>NAIC #</th></tr></thead><tbody><tr><td>INSURER A: Truck Insurance Exchange</td><td>21709</td></tr><tr><td>INSURER B: Farmers Insurance Exchange</td><td>21652</td></tr><tr><td>INSURER C: Mid Century Insurance Company</td><td>21687</td></tr><tr><td>INSURER D: Farmers Texas County Mutual Insurance Company</td><td>24392</td></tr><tr><td>INSURER E:</td><td></td></tr><tr><td>INSURER F:</td><td></td></tr></tbody></table>	INSURER	NAIC #	INSURER A: Truck Insurance Exchange	21709	INSURER B: Farmers Insurance Exchange	21652	INSURER C: Mid Century Insurance Company	21687	INSURER D: Farmers Texas County Mutual Insurance Company	24392	INSURER E:		INSURER F:	
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INSURER D: Farmers Texas County Mutual Insurance Company	24392															
INSURER E:																
INSURER F:																

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	GENERAL LIABILITY ☒ COMMERCIAL GENERAL LIABILITY CLAIMS-MADE ☒ OCCUR		606256382	02/05/2016	02/05/2017	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PROJECT ☐ LOC					
	AUTOMOBILE LIABILITY ANY AUTO ALL OWNED AUTOS ☒ HIRED AUTOS ☒ SCHEDULED AUTOS ☒ NON-OWNED AUTOS		606256394	02/05/2016	02/05/2017	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	☒ UMBRELLA LIAB ☒ OCCUR EXCESS LIAB CLAIMS-MADE DED RETENTION S		604422223	02/05/2016	02/05/2017	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N ☐ N/A	A07499841	02/05/2016	02/05/2017	WC STATUTORY LIMITS OTHER E L EACH ACCIDENT \$ 1,000,000 E L DISEASE - EA EMPLOYEE \$ 1,000,000 E L DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

RE: BID NO: 16-01 THE CITY OF COLLEYVILLE AND ITS OFFICERS, EMPLOYEES AND ELECTED REPRESENTATIVES ARE NAMED AS ADDITIONAL INSURED. WAIVER OF SUBROGATION IN FAVOR OF CERTIFICATE HOLDER.

CERTIFICATE HOLDER**CANCELLATION**

City of Colleyville
5109 Bransford Road

Colleyville

TX 76034

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Jim Kostiha

ATTACHMENT 1

INSURANCE

SECTION A. Prior to the approval of this contract by the City, the successful Contractor shall furnish a completed Insurance Certificate to the City, which shall be completed by an agent authorized to bind the named underwriter(s) to the coverages, limits, and termination provisions shown thereon, and which shall furnish and contain all required information referenced or indicated thereon. THE CITY SHALL HAVE NO DUTY TO PAY OR PERFORM UNDER THIS CONTRACT UNTIL SUCH CERTIFICATE SHALL HAVE BEEN DELIVERED TO THE CITY.

INSURANCE COVERAGE REQUIRED

SECTION B. The City reserves the right to review the insurance requirements of this section during the effective period of the contract and to require adjustment of insurance coverages and their limits when deemed necessary and prudent by the City based upon changes in statutory law, court decisions, or the claims history of the industry as well as the Contractor.

SECTION C. Subject to the Contractor's right to maintain reasonable deductibles in such amounts as are approved by the City, the Contractor shall obtain and maintain in full force and effect for the duration of this contract, and any extension hereof, at the successful Contractor's sole expense, insurance coverage written by companies approved by the State of Texas and acceptable to the City, in the following type(s) and amount(s):

<u>TYPE</u>	<u>AMOUNT</u>
1. Worker's Compensation and Employers Liability	Statutory \$100,000/500,000/100,000
NOTE: For building or construction projects, the successful Contractor shall meet the minimum requirements defined in the Texas Workers' Compensation Commission Rule 28 TAC §110.110 which follows this insurance attachment.	
2. Commercial General (public) Liability insurance including coverage for the following:	
a. Premises operations	Combined single limit for bodily injury and property damage of \$500,000 per occurrence or its equivalent.
b. Independent contractors	
c. Products/completed operations	
d. Personal injury	
e. Advertising injury	
f. Contractual liability	
g. Medical payments	
h. Underground hazard	
i. Explosion and collapse hazard	

- j. Liquor liability (*Delete if not required*)
- k. Fire legal liability (*Delete if not renting to others*)
- l. City's property in Contractor's (*Delete if contractor won't take City property off City premises*) care, custody, or control

3. Comprehensive Automobile Liability insurance, including coverage for loading and unloading hazards, for:
- Combined single limit for bodily injury and property damage of \$500,000 per occurrence or its equivalent.
- a. Owned/leased vehicles
 - b. Non-owned vehicles
 - c. Hired vehicles

The Contractor shall obtain, pay for and maintain an "Umbrella" excess liability insurance policy during the contract term, insuring Contractor for an amount not less than \$1,000,000 combined single limit, bodily injury and property damage liability insurance, including death, in excess of the preliminary coverage required herein above, Owner and Engineer to be named as additional insured.

ADDITIONAL POLICY ENDORSEMENTS

The City shall be entitled, upon request, and without expense, to receive copies of the policies and all endorsements thereto and may make any reasonable request for deletion, revision, or modification of particular policy terms, conditions, limitations, or exclusions (except where policy provisions are established by law or regulation binding upon either of the parties hereto or the underwriter of any of such policies). Upon such request by the City, the Contractor shall exercise reasonable efforts to accomplish such changes in policy coverages, and shall pay the cost thereof.

REQUIRED PROVISIONS

The successful Contractor agrees that with respect to the above required insurance, all insurance contracts and certificate(s) of insurance will contain and state, in writing, on the certificate or its attachment, the following required provisions:

- a. Name the City of Colleyville and its officers, employees, and elected representatives as additional insureds, (as the interest of each insured may appear) as to all applicable coverage;

- b. Provide for 30 days notice to the City for cancellation, nonrenewal, or material change; 10 days for Workmans' Compensation change in coverage

Remove all language on the certificate of insurance indicating that the insurance company or agent/broker will endeavor to notify the City but failure to do so shall impose no obligation or liability of any kind upon the company, its agents, or representatives.

- c. All copies of the certificates of insurance shall reference the project name or bid number for which the insurance is being supplied.
- d. Provide for an endorsement that the "other insurance" clause shall not apply to the City of Colleyville;
- e. The Contractor agrees to waive subrogation against the City of Colleyville, its officers, employees, and elected representatives for injuries, including death, property damage, or any other loss to the extent same may be covered by the proceeds of insurance;
- f. Provide that all provisions of this agreement concerning liability, duty, and standard of care together with the indemnification provision, shall be underwritten by contractual liability coverage sufficient to include such obligations within applicable policies.
- g. Provide for notice to the City at the address shown below by registered mail;
- h. For coverages that are only available with claims made policies, the required period of coverage will be determined by the following formula: Continuous coverage for the life of the contract, plus one year (to provide coverage for the warranty period) and an extended discovery period for a minimum of 5 years which shall begin at the end of the warranty period.

NOTICES

The Contractor shall notify the City in the event of any change in coverage and shall give such notices not less than 30 days prior to the change, which notice must be accompanied by a replacement CERTIFICATE OF INSURANCE.

All notices shall be given to the City at the following address:

Heather Dowell, Parks Manager
City of Colleyville
Parks and Recreation Department
5109 Bransford Road
Colleyville, TX 76034

With a copy to Matthew C. G. Boyle
Boyle & Lowry L.L.P.
4201 Wingren, Suite 108
Irving, Texas 75062

SECTION D. Approval, disapproval, or failure to act by the City regarding any insurance supplied by the Contractor shall not relieve the Contractor of full responsibility or liability for damages and accidents as set forth in the contract documents. Neither shall the bankruptcy, insolvency, or denial of liability by the insurance company exonerate the Contractor from liability.

**WORKERS COMPENSATION INSURANCE
FOR
BUILDING OR CONSTRUCTION PROJECTS**

TEXAS WORKERS COMPENSATION COMMISSION RULE 28, §110.110

As required by the Texas Workers' Compensation Commission Rule 28, §110.110, the Contractor shall accept the following definitions and comply with the following provisions:

Workers' Compensation Insurance Coverage

A. Definitions:

Certificate of coverage ("certificate") - A copy of a certificate of insurance, a certificate of authority to self-insure issued by the commission, or a coverage agreement (TWCC-81, TWCC-82, TWCC-83, or TWCC-84), showing statutory workers compensation insurance coverage for the person's or entity's employees providing services on a project, for the duration of the project.

Duration of the project - includes the time from the beginning of the work on the project until the contractor's/person's work on the project has been completed and accepted by the City of Colleyville.

Persons providing services on the project ("subcontractor" in §406.096) - includes all persons or entities performing all or part of the services the contractor has undertaken to perform on the project, regardless of whether that person contracted directly with contractor and regardless of whether that person has employees. This includes, without limitation, independent contractors, subcontractors, leasing companies, motor carriers, owner-operators, employees of any such entity, or employees of any entity which furnishes persons to provide services on the project. "Services" include, without limitation, providing, hauling, or delivering equipment or materials, or providing labor, transportation, or other service related to a project. "Services" does not include activities unrelated to the project, such as food/beverage vendors, office supply deliveries, and delivery of portable toilets.

B. The contractor shall provide coverage, based on proper reporting of classification codes and payroll amounts and filing of any coverage agreements, which meets the statutory requirements of Texas Labor Code, Section 401.011(44) for all employees of the contractor providing services on the project, for the duration of the project.

C. The contractor must provide a certificate of coverage to the City of Colleyville prior to being awarded the contract.

D. If the coverage period shown on the contractor's current certificate of coverage ends during the duration of the project, the contractor must, prior to the end of the coverage period, file a new certificate of coverage with the City of Colleyville showing that coverage has been extended.

BL

E. The Contractor shall obtain from each person providing services on a project, and provide to the City of Colleyville:

(1) a certificate of coverage, prior to that person beginning work on the project, so the City of Colleyville will have on file certificates of coverage showing coverage for all persons providing services on the project; and

(2) no later than seven days after receipt by the contractor, a new certificate of coverage showing extension of coverage, if the coverage period shown on the current certificate of coverage ends during the duration of the project.

F. The contractor shall retain all required certificates of coverage for the duration of the project and for one year thereafter.

G. The contractor shall notify the City of Colleyville in writing by certified mail or personal delivery, within 10 days after the contractor knew or should have known, of any change that materially affects the provision of coverage of any person providing services on the project.

H. The contractor shall post on each project site a notice, in the text, form, and manner prescribed by the Texas Workers' Compensation Commission, informing all persons providing services on the project that they are required to be covered, and stating how a person may verify coverage and report lack of coverage.

I. The contractor shall contractually require each person with whom it contracts to provide services on a project, to:

(1) provide coverage, based on proper reporting of classification codes and payroll amounts and filing of any coverage agreements, which meets the statutory requirements of Texas Labor Code, Section 401.011(44) for all of its employees providing services on the project, for the duration of the project;

(2) provide to the contractor, prior to that person beginning work on the project, a certificate of coverage showing that coverage is being provided for all employees of the person providing services on the project, for the duration of the project.

(3) provide the contractor, prior to the end of the coverage period, a new certificate of coverage showing extension of coverage, if the coverage period shown on the current certificate of coverage ends during the duration of the project;

(4) obtain from each other person with whom it contracts, and provide to the contractor:

(a) a certificate of coverage, prior to the other person beginning work on the project; and

(b) a new certificate of coverage showing extension of coverage, prior to the end of the coverage period, if the coverage period shown on the current

certificate of coverage ends during the duration of the project;

(5) retain all required certificates of coverage on file for the duration of the project, and for one year thereafter;

(6) notify the City of Colleyville in writing by certified mail or personal delivery, within 10 days after the person knew or should have known, of any change that materially affects the provision of coverage of any person providing services on the project; and

(7) contractually require each person with whom it contracts, to perform as required by paragraphs (1) - (7), with the certificates of coverage to be provided to the person for whom they are providing services.

J. By signing this contract or providing or causing to be provided a certificate of coverage, the contractor is representing the City of Colleyville that all employees of the contractor who will provide services on the project will be covered by workers' compensation coverage for the duration of the project, that the coverage will be based on proper reporting of classification codes and payroll amounts, and that all coverage agreements will be filed with the appropriate insurance carrier or, in the case of a self-insured, with the commission's Division of Self-Insurance Regulation. Providing false or misleading information may subject the contractor to administrative penalties, criminal penalties, civil penalties, or other civil actions.

K. The contractor's failure to comply with any of these provisions is a breach of contract by the contractor which entitles the City of Colleyville to declare the contract void if the contractor does not remedy the breach within ten days after receipt of notice of breach from the City of Colleyville.

As defined by the Texas Labor Code, Chapter 269, Section 406.096(e), building or construction is defined as:

1. Erecting or preparing to erect a structure, including a building, bridge, roadway, public utility facility, or related appurtenance;
2. Remodeling, extending, repairing, or demolishing a structure; or
3. Otherwise improving real property or an appurtenance to real property through similar activities.

The employment of a maintenance employee who is not engaging in building or construction as the employer's primary business does not constitute engaging in building or construction.

CERTIFICATE OF INSURANCE

The Company indicated below certifies that the insurance afforded by the policies numbered and described below is in force as of the effective date on this certificate. This Certificate of Insurance does not amend or otherwise alter the Terms and Conditions of Insurance coverage contained in any policy or policies numbered and described below. (this certificate shall apply to all work by subcontractors)

Certificate Holder's Name and Address:

City of Colleyville
5109 Bransford Road
Colleyville, Texas 76034

Insured Name and Address:

and
City of Colleyville, Texas

DESCRIPTION SCHEDULE

TYPE OF INSURANCE	*POLICY NUMBER AND ISSUING COMPANY	POLICY EFFECT DATE	POLICY EXPIRE DATE	LIMITS OF LIABILITY (Stated in Thousands)
GENERAL LIABILITY G Premises-Operations G Products-Completed Operations G Personal and Advertising Injury G Medical Expense G Fire Damage Legal G Other Liability				General- aggregate- Pr. Comp. Op. Agg.- Each Occurrence-
				Any One Person or Organization- Any One Person- Any One Fire-
AUTOMOBILE LIABILITY G Comprehensive Form G Owned G Hired G Non-Owned				OCCURRENCE Bodily Injury (Each Person)- Bodily Injury (Each Accident)- Property Damage Bodily Injury and Property Damage Combined-
EXCESS LIABILITY G Umbrella Form				Bodily Injury and Property Damage Combined: Occurrence- Aggregate-
G Worker's Compensation and G Employer's Liability				STATUTORY LIMITS

Insurance in force for hazards indicated by X.
Person/Phone Number

*NOTE: Name/Address/Contact

Description of Operations/Locations
Vehicles/Restrictions/Special Items

Producer: Name/Address/Phone Number/Fax No

Should any of the described policies be canceled before the expiration date, the insurance company will mail thirty(30) days written notice to the above named certificate holder.

Date Certificate Issued: _____

Authorized Representative _____

ACORD™

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD)
08/25/2010

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER MIDCITIES INSURANCE PO BOX 2465 COPELL, TX 75019	AGENT KEITH EDWARDS 817-329-3049 Not 817-4104616 MIPSA@MSN.COM ODUCE --
INSURED WHITMORE & SONS, NC BLMD LLC PO BOX 210203 BEDFORD, TX 76095	INSURER A - AMERICA FIRST INSURER C - AMERICA FIRST INSURER C - AMERICA FIRST INSURER C - AMERICA FIRST INSURER E - INSURER F -

COVERAGES	CERTIFICATE NUMBER	REVISION NUMBER																									
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.																											
<table border="1"> <tr> <th>INSURANCE TYPE</th> <th>POLICY NUMBER</th> <th>DATE</th> <th>POLICY</th> <th>LIMITS</th> </tr> <tr> <td> A GENERAL LIABILITY COMMERCIAL GENERAL LIABILITY CLAIMS MADE: OCCUR GENERAL AGGREGATE LIMITS PER LOCATION </td> <td>CBP e81436B</td> <td>02/05/10</td> <td>02106111</td> <td> EACH OCCURRENCE 11,000,000 PER EVENT \$100,000 MED. PR. AA OR N. RSNJ \$6,000 PERSONAL & ADV INJURY 100,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS COMP. OP. AD. \$2,000,000 </td> </tr> <tr> <td> B AUTOMOBILE LIABILITY ANY AUTO ALL OTHER AUTOS SCHEDULED AUTOS OTHER AUTOS NON-OWNED AUTOS </td> <td>BA 802&457</td> <td>12/05/10</td> <td>02105111</td> <td> COMBINED SINGLE LIMIT (Each Accident) \$1,000,000 BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) </td> </tr> <tr> <td> C UMBRELLA LIABILITY EXCESS DEDUCTIBLE WORKERS COMPENSATION </td> <td>CU 9814566</td> <td>2/05/10</td> <td>02/05111</td> <td> EACH OCCURRENCE \$1,000,000 AGGREGATE 1,000,000 VIOLATION - 12 </td> </tr> <tr> <td> D EMPLOYERS' LIABILITY PROPRIETORIAL EXECUTIVE OFFICER/EMPLOYEE EXCLUDED? (Mandatory in NH) RATIONS below </td> <td>WC 9812866</td> <td>02/05/10</td> <td>02106111</td> <td> EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT 1,000,000 </td> </tr> </table>	INSURANCE TYPE	POLICY NUMBER	DATE	POLICY	LIMITS	A GENERAL LIABILITY COMMERCIAL GENERAL LIABILITY CLAIMS MADE: OCCUR GENERAL AGGREGATE LIMITS PER LOCATION	CBP e81436B	02/05/10	02106111	EACH OCCURRENCE 11,000,000 PER EVENT \$100,000 MED. PR. AA OR N. RSNJ \$6,000 PERSONAL & ADV INJURY 100,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS COMP. OP. AD. \$2,000,000	B AUTOMOBILE LIABILITY ANY AUTO ALL OTHER AUTOS SCHEDULED AUTOS OTHER AUTOS NON-OWNED AUTOS	BA 802&457	12/05/10	02105111	COMBINED SINGLE LIMIT (Each Accident) \$1,000,000 BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	C UMBRELLA LIABILITY EXCESS DEDUCTIBLE WORKERS COMPENSATION	CU 9814566	2/05/10	02/05111	EACH OCCURRENCE \$1,000,000 AGGREGATE 1,000,000 VIOLATION - 12	D EMPLOYERS' LIABILITY PROPRIETORIAL EXECUTIVE OFFICER/EMPLOYEE EXCLUDED? (Mandatory in NH) RATIONS below	WC 9812866	02/05/10	02106111	EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT 1,000,000		
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DESCRIPTION OF OPERATION/LOCATION(S)/VEHICLES (Attach ACORD 101, 1-A, 1-B, 1-C, 1-D, 1-E, 1-F, 1-G, 1-H, 1-I, 1-J, 1-K, 1-L, 1-M, 1-N, 1-O, 1-P, 1-Q, 1-R, 1-S, 1-T, 1-U, 1-V, 1-W, 1-X, 1-Y, 1-Z, 1-AA, 1-AB, 1-AC, 1-AD, 1-AE, 1-AF, 1-AG, 1-AH, 1-AI, 1-AJ, 1-AL, 1-AM, 1-AN, 1-AO, 1-AP, 1-AQ, 1-AR, 1-AS, 1-AT, 1-AU, 1-AV, 1-AW, 1-AX, 1-AY, 1-AZ, 1-BA, 1-BB, 1-BC, 1-BD, 1-BE, 1-BF, 1-BG, 1-BH, 1-BI, 1-BJ, 1-BL, 1-BM, 1-BN, 1-BO, 1-BP, 1-BQ, 1-BR, 1-BS, 1-BT, 1-BU, 1-BV, 1-BW, 1-BX, 1-BY, 1-BZ, 1-CA, 1-CB, 1-CC, 1-CD, 1-CE, 1-CF, 1-CG, 1-CH, 1-CI, 1-CJ, 1-CL, 1-CM, 1-CN, 1-CO, 1-CP, 1-CQ, 1-CR, 1-CS, 1-CT, 1-CU, 1-CV, 1-CW, 1-CX, 1-CY, 1-CZ, 1-DA, 1-DB, 1-DC, 1-DD, 1-DE, 1-DF, 1-DG, 1-DH, 1-DI, 1-DJ, 1-DM, 1-DN, 1-DO, 1-DP, 1-DQ, 1-DR, 1-DS, 1-DT, 1-DU, 1-DV, 1-DW, 1-DX, 1-DY, 1-DZ, 1-EA, 1-EB, 1-EC, 1-ED, 1-EE, 1-EF, 1-EG, 1-EH, 1-EI, 1-EJ, 1-EL, 1-EM, 1-EN, 1-EO, 1-EP, 1-EQ, 1-ER, 1-ES, 1-ET, 1-EU, 1-EV, 1-EW, 1-EX, 1-EY, 1-EZ, 1-FA, 1-FB, 1-FC, 1-FD, 1-FE, 1-FG, 1-FH, 1-FI, 1-FJ, 1-FL, 1-FM, 1-FN, 1-FO, 1-FP, 1-FQ, 1-FR, 1-FS, 1-FT, 1-FU, 1-FV, 1-FW, 1-FX, 1-FY, 1-FZ, 1-GA, 1-GB, 1-GC, 1-GD, 1-GE, 1-GF, 1-GG, 1-GH, 1-GI, 1-GJ, 1-GL, 1-GM, 1-GN, 1-GO, 1-GP, 1-GQ, 1-GR, 1-GS, 1-GT, 1-GU, 1-GV, 1-GW, 1-GX, 1-GY, 1-GZ, 1-HA, 1-HB, 1-HC, 1-HD, 1-HE, 1-HF, 1-HG, 1-HH, 1-HI, 1-HJ, 1-HL, 1-HM, 1-HN, 1-HO, 1-HP, 1-HQ, 1-HR, 1-HS, 1-HT, 1-HU, 1-HV, 1-HW, 1-HX, 1-HY, 1-HZ, 1-IA, 1-IB, 1-IC, 1-ID, 1-IE, 1-IF, 1-IG, 1-IH, 1-II, 1-IJ, 1-IL, 1-IM, 1-IN, 1-IO, 1-IP, 1-IQ, 1-IR, 1-IS, 1-IT, 1-IU, 1-IV, 1-IW, 1-IX, 1-IY, 1-IZ, 1-JA, 1-JB, 1-JC, 1-JD, 1-JE, 1-JF, 1-JG, 1-JH, 1-JI, 1-JJ, 1-JL, 1-JM, 1-JN, 1-JO, 1-JP, 1-JQ, 1-JR, 1-JS, 1-JT, 1-JU, 1-JV, 1-JW, 1-JX, 1-JY, 1-JZ, 1-KA, 1-KB, 1-KC, 1-KD, 1-KE, 1-KF, 1-KG, 1-KH, 1-KI, 1-KJ, 1-KL, 1-KM, 1-KN, 1-KO, 1-KP, 1-KQ, 1-KR, 1-KS, 1-KT, 1-KU, 1-KV, 1-KW, 1-KX, 1-KY, 1-KZ, 1-LA, 1-LB, 1-LC, 1-LD, 1-LE, 1-LF, 1-LG, 1-LH, 1-LI, 1-LJ, 1-LM, 1-LN, 1-LO, 1-LP, 1-LQ, 1-LR, 1-LS, 1-LT, 1-LU, 1-LV, 1-LW, 1-LX, 1-LY, 1-LZ, 1-MA, 1-MB, 1-MC, 1-MD, 1-ME, 1-MF, 1-MG, 1-MH, 1-MI, 1-MJ, 1-ML, 1-MN, 1-MO, 1-MP, 1-MQ, 1-MR, 1-MS, 1-MT, 1-MU, 1-MV, 1-MW, 1-MX, 1-MY, 1-MZ, 1-NA, 1-NB, 1-NC, 1-ND, 1-NE, 1-NF, 1-NG, 1-NH, 1-NI, 1-NJ, 1-NL, 1-NM, 1-NO, 1-NP, 1-NQ, 1-NR, 1-NS, 1-NT, 1-NU, 1-NV, 1-NW, 1-NX, 1-NY, 1-NZ, 1-OA, 1-OB, 1-OC, 1-OD, 1-OE, 1-OF, 1-OG, 1-OH, 1-OI, 1-OJ, 1-OL, 1-OM, 1-ON, 1-OO, 1-OP, 1-OQ, 1-OR, 1-OS, 1-OT, 1-OU, 1-OV, 1-OW, 1-OX, 1-OY, 1-OZ, 1-PA, 1-PB, 1-PC, 1-PD, 1-PE, 1-PF, 1-PG, 1-PH, 1-PI, 1-PJ, 1-PL, 1-PM, 1-PN, 1-PO, 1-PP, 1-PQ, 1-PR, 1-PS, 1-PT, 1-PU, 1-PV, 1-PW, 1-PX, 1-PY, 1-PZ, 1-QA, 1-QB, 1-QC, 1-QD, 1-QE, 1-QF, 1-QG, 1-QH, 1-QI, 1-QJ, 1-QL, 1-QM, 1-QN, 1-QO, 1-QP, 1-QQ, 1-QR, 1-QS, 1-QT, 1-QU, 1-QV, 1-QW, 1-QX, 1-QY, 1-QZ, 1-RA, 1-RB, 1-RC, 1-RD, 1-RE, 1-RF, 1-RG, 1-RH, 1-RI, 1-RJ, 1-RL, 1-RM, 1-RN, 1-RO, 1-RP, 1-RQ, 1-RR, 1-RS, 1-RT, 1-RU, 1-RV, 1-RW, 1-RX, 1-RY, 1-RZ, 1-SA, 1-SB, 1-SC, 1-SD, 1-SE, 1-SF, 1-SG, 1-SH, 1-SI, 1-SJ, 1-SL, 1-SM, 1-SN, 1-SO, 1-SP, 1-SQ, 1-SR, 1-SS, 1-ST, 1-SU, 1-SV, 1-SW, 1-SX, 1-SY, 1-SZ, 1-TA, 1-TB, 1-TC, 1-TD, 1-TE, 1-TF, 1-TG, 1-TH, 1-TI, 1-TJ, 1-TL, 1-TM, 1-TN, 1-TO, 1-TP, 1-TQ, 1-TR, 1-TS, 1-TT, 1-TU, 1-TV, 1-TW, 1-TX, 1-TY, 1-TZ, 1-UA, 1-UB, 1-UC, 1-UD, 1-UE, 1-UF, 1-UG, 1-UH, 1-UI, 1-UJ, 1-UL, 1-UM, 1-UN, 1-UO, 1-UP, 1-UQ, 1-UR, 1-US, 1-UT, 1-UY, 1-UZ, 1-VA, 1-VB, 1-VC, 1-VD, 1-VE, 1-VF, 1-VG, 1-VH, 1-VI, 1-VJ, 1-VL, 1-VM, 1-VN, 1-VO, 1-VP, 1-VQ, 1-VR, 1-VS, 1-VT, 1-VU, 1-VV, 1-VW, 1-VX, 1-VY, 1-VZ, 1-WA, 1-WB, 1-WC, 1-WD, 1-WE, 1-WF, 1-WG, 1-WH, 1-WI, 1-WJ, 1-WL, 1-WM, 1-WN, 1-WO, 1-WP, 1-WQ, 1-WR, 1-WS, 1-WT, 1-WU, 1-WV, 1-WX, 1-WY, 1-WZ, 1-XA, 1-XB, 1-XC, 1-XD, 1-XE, 1-XF, 1-XG, 1-XH, 1-XI, 1-XJ, 1-XL, 1-XM, 1-XN, 1-XO, 1-XP, 1-XQ, 1-XR, 1-XS, 1-XT, 1-XU, 1-XV, 1-XW, 1-XX, 1-XY, 1-XZ, 1-YA, 1-YB, 1-YC, 1-YD, 1-YE, 1-YF, 1-YG, 1-YH, 1-YI, 1-YJ, 1-YL, 1-YM, 1-YN, 1-YO, 1-YP, 1-YQ, 1-YR, 1-YS, 1-YT, 1-YU, 1-YV, 1-YW, 1-YX, 1-YZ, 1-ZA, 1-ZB, 1-ZC, 1-ZD, 1-ZE, 1-ZF, 1-ZG, 1-ZH, 1-ZI, 1-ZJ, 1-ZL, 1-ZM, 1-ZN, 1-ZO, 1-ZP, 1-ZQ, 1-ZR, 1-ZS, 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1-GM, 1-GN, 1-GO, 1-GP, 1-GQ, 1-GR, 1-GS, 1-GT, 1-GU, 1-GV, 1-GW, 1-GX, 1-GY, 1-GZ, 1-HA, 1-HB, 1-HC, 1-HD, 1-HE, 1-HF, 1-HG, 1-HH, 1-HI, 1-HJ, 1-HL, 1-HM, 1-HN, 1-HO, 1-HP, 1-HQ, 1-HR, 1-HS, 1-HT, 1-HU, 1-HV, 1-HW, 1-HX, 1-HY, 1-HZ, 1-IA, 1-IB, 1-IC, 1-ID, 1-IE, 1-IF, 1-IG, 1-IH, 1-II, 1-IJ, 1-IL, 1-IM, 1-IN, 1-IO, 1-IP, 1-IQ, 1-IR, 1-IS, 1-IT, 1-IU, 1-IV, 1-IW, 1-IX, 1-IY, 1-IZ, 1-JA, 1-JB, 1-JC, 1-JD, 1-JE, 1-JF, 1-JG, 1-JH, 1-JI, 1-JJ, 1-JL, 1-JM, 1-JN, 1-JO, 1-JP, 1-JQ, 1-JR, 1-JS, 1-JT, 1-JU, 1-JV, 1-JW, 1-JX, 1-JY, 1-JZ, 1-KA, 1-KB, 1-KC, 1-KD, 1-KE, 1-KF, 1-KG, 1-KH, 1-KI, 1-KJ, 1-KL, 1-KM, 1-KN, 1-KO, 1-KP, 1-KQ, 1-KR, 1-KS, 1-KT, 1-KU, 1-KV, 1-KW, 1-KX, 1-KY, 1-KZ, 1-LA, 1-LB, 1-LC, 1-LD, 1-LE, 1-LF, 1-LG, 1-LH, 1-LI, 1-LJ, 1-LM, 1-LN, 1-LO, 1-LP, 1-LQ, 1-LR, 1-LS, 1-LT, 1-LU, 1-LV, 1-LW, 1-LX, 1-LY, 1-LZ, 1-MA, 1-MB, 1-MC, 1-MD, 1-ME, 1-MF, 1-MG, 1-MH, 1-MI, 1-MJ, 1-ML, 1-MN, 1-MO, 1-MP, 1-MQ, 1-MR, 1-MS, 1-MT, 1-MU, 1-MV, 1-MW, 1-MX, 1-MY, 1-MZ, 1-NA, 1-NB, 1-NC, 1-ND, 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1-AT, 1-AU, 1-AV, 1-AW, 1-AX, 1-AY, 1-AZ, 1-BA, 1-BB, 1-BC, 1-BD, 1-BE, 1-BF, 1-BG, 1-BH, 1-BI, 1-BJ, 1-BL, 1-BM, 1-BN, 1-BO, 1-BP, 1-BQ, 1-BR, 1-BS, 1-BT, 1-BU, 1-BV, 1-BW, 1-BX, 1-BY, 1-BZ, 1-CA, 1-CB, 1-CC, 1-CD, 1-CE, 1-CF, 1-CG, 1-CH, 1-CI, 1-CJ, 1-CL, 1-CM, 1-CN, 1-CO, 1-CP, 1-CQ, 1-CR, 1-CS, 1-CT, 1-CU, 1-CV, 1-CW, 1-CX, 1-CY, 1-CZ, 1-DA, 1-DB, 1-DC, 1-DD, 1-DE, 1-DF, 1-DG, 1-DH, 1-DI, 1-DJ, 1-DM, 1-DN, 1-DO, 1-DP, 1-DQ, 1-DR, 1-DS, 1-DT, 1-DU, 1-DV, 1-DW, 1-DX, 1-DY, 1-DZ, 1-EA, 1-EB, 1-EC, 1-ED, 1-EE, 1-EF, 1-EG, 1-EH, 1-EI, 1-EJ, 1-EL, 1-EM, 1-EN, 1-EO, 1-EP, 1-EQ, 1-ER, 1-ES, 1-ET, 1-EU, 1-EV, 1-EW, 1-EX, 1-EY, 1-EZ, 1-FA, 1-FB, 1-FC, 1-FD, 1-FE, 1-FG, 1-FH, 1-FI, 1-FJ, 1-FL, 1-FM, 1-FN, 1-FO, 1-FP, 1-FQ, 1-FR, 1-FS, 1-FT, 1-FU, 1-FV, 1-FW, 1-FX, 1-FY, 1-FZ, 1-GA, 1-GB, 1-GC, 1-GD, 1-GE, 1-GF, 1-GG, 1-GH, 1-GI, 1-GJ, 1-GL, 1-GM, 1-GN, 1-GO, 1-GP, 1-GQ, 1-GR, 1-GS, 1-GT, 1-GU, 1-GV, 1-GW, 1-GX, 1-GY, 1-GZ, 1-HA, 1-HB, 1-HC, 1-HD, 1-HE, 1-HF, 1-HG, 1-HH, 1-HI, 1-HJ, 1-HL, 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1-OF, 1-OG, 1-OH, 1-OI, 1-OJ, 1-OL, 1-OM, 1-ON, 1-OO, 1-OP, 1-OQ, 1-OR, 1-OS, 1-OT, 1-OU, 1-OV, 1-OW, 1-OX, 1-OY, 1-OZ, 1-PA, 1-PB, 1-PC, 1-PD, 1-PE, 1-PF, 1-PG, 1-PH, 1-PI, 1-PJ, 1-PL, 1-PM, 1-PN, 1-PO, 1-PP, 1-PQ, 1-PR, 1-PS, 1-PT, 1-PU, 1-PV, 1-PW, 1-PX, 1-PY, 1-PZ, 1-QA, 1-QB, 1-QC, 1-QD, 1-QE, 1-QF, 1-QG, 1-QH, 1-QI, 1-QJ, 1-QL, 1-QM, 1-QN, 1-QO, 1-QP, 1-QQ, 1-QR, 1-QS, 1-QT, 1-QU, 1-QV, 1-QW, 1-QX, 1-QY, 1-QZ, 1-RA, 1-RB, 1-RC, 1-RD, 1-RE, 1-RF, 1-RG, 1-RH, 1-RI, 1-RJ, 1-RL, 1-RM, 1-RN, 1-RO, 1-RP, 1-RQ, 1-RR, 1-RS, 1-RT, 1-RU, 1-RV, 1-RW, 1-RX, 1-RY, 1-RZ, 1-SA, 1-SB, 1-SC, 1-SD, 1-SE, 1-SF, 1-SG, 1-SH, 1-SI, 1-SJ, 1-SL, 1-SM, 1-SN, 1-SO, 1-SP, 1-SQ, 1-SR, 1-SS, 1-ST, 1-SU, 1-SV, 1-SW, 1-SX, 1-SY, 1-SZ, 1-TA, 1-TB, 1-TC, 1-TD, 1-TE, 1-TF, 1-TG, 1-TH, 1-TI, 1-TJ, 1-TL, 1-TM, 1-TN, 1-TO, 1-TP, 1-TQ, 1-TR, 1-TS, 1-TT, 1-TU, 1-TV, 1-TW, 1-TX, 1-TY, 1-TZ, 1-UA, 1-UB, 1-UC, 1-UD, 1-UE, 1-UF, 1-UG, 1-UH, 1-UI, 1-UJ, 1-UL, 1-UM, 1-UN, 1-UO, 1-UP, 1-UQ, 1-UR, 1-US, 1-UT, 1-UY, 1-UZ, 1-VA, 1-VB, 1-VC, 1-VD, 1-VE, 1-VF, 1-VG, 1-VH, 1-VI, 1-VJ, 1-VL, 1-VM, 1-VN, 1-VO, 1-VP, 1-VQ, 1-VR, 1-VS, 1-VT, 1-VU, 1-VV, 1-VW, 1-VX, 1-VY, 1-VZ, 1-WA, 1-WB, 1-WC, 1-WD, 1-WE, 1-WF, 1-WG, 1-WH, 1-WI, 1-WJ, 1-WL, 1-WM, 1-WN, 1-WO, 1-WP, 1-WQ, 1-WR, 1-WS, 1-WT, 1-WU, 1-WV, 1-WX, 1-WY, 1-WZ, 1-XA, 1-XB, 1-XC, 1-XD, 1-XE, 1-XF, 1-XG, 1-XH, 1-XI, 1-XJ, 1-XL, 1-XM, 1-XN, 1-XO, 1-XP, 1-XQ, 1-XR, 1-XS, 1-XT, 1-XU, 1-XV, 1-XW, 1-XX, 1-XY, 1-XZ, 1-YA, 1-YB, 1-YC, 1-YD, 1-YE, 1-YF, 1-YG, 1-YH, 1-YI, 1-YJ, 1-YL, 1-YM, 1-YN, 1-YO, 1-YP, 1-YQ, 1-YR, 1-YS, 1-YT, 1-YU, 1-YV, 1-YW, 1-YX, 1-YZ, 1-ZA, 1-ZB, 1-ZC, 1-ZD, 1-ZE, 1-ZF, 1-ZG, 1-ZH, 1-ZI, 1-ZJ, 1-ZL, 1-ZM, 1-ZN, 1-ZO, 1-ZP, 1-ZQ, 1-ZR, 1-ZS, 1-ZT, 1-ZU, 1-ZV, 1-ZW, 1-ZX, 1-ZY, 1-ZZ, 1-AA, 1-AB, 1-AC, 1-AD, 1-AE, 1-AF, 1-AG, 1-AH, 1-AI, 1-AJ, 1-AL, 1-AM, 1-AN, 1-AO, 1-AP, 1-AQ, 1-AR, 1-AS, 1-AT, 1-AU, 1-AV, 1-AW, 1-AX, 1-AY, 1-AZ, 1-BA, 1-BB, 1-BC, 1-BD, 1-BE, 1-BF, 1-BG, 1-BH, 1-BI, 1-BJ, 1-BL, 1-BM, 1-BN, 1-BO, 1-BP, 1-BQ, 1-BR, 1-BS, 1-BT, 1-BU, 1-BV, 1-BW, 1-BX, 1-BY, 1-BZ, 1-CA, 1-CB, 1-CC, 1-CD, 1-CE, 1-CF, 1-CG, 1-CH, 1-CI, 1-CJ, 1-CL, 1-CM, 1-CN, 1-CO, 1-CP, 1-CQ, 1-CR, 1-CS, 1-CT, 1-CU, 1-CV, 1-CW, 1-CX, 1-CY, 1-CZ, 1-DA, 1-DB, 1-DC, 1-DD, 1-DE, 1-DF, 1-DG, 1-DH, 1-DI, 1-DJ, 1-DM, 1-DN, 1-DO, 1-DP, 1-DQ, 1-DR, 1-DS, 1-DT, 1-DU, 1-DV, 1-DW, 1-DX, 1-DY, 1-DZ, 1-EA, 1-EB, 1-EC, 1-ED, 1-EE, 1-EF, 1-EG, 1-EH, 1-EI, 1-EJ, 1-EL, 1-EM, 1-EN, 1-EO, 1-EP, 1-EQ, 1-ER, 1-ES, 1-ET, 1-EU, 1-EV, 1-EW, 1-EX, 1-EY, 1-EZ, 1-FA, 1-FB, 1-FC, 1-FD, 1-FE, 1-FG, 1-FH, 1-FI, 1-FJ, 1-FL, 1-FM, 1-FN, 1-FO, 1-FP, 1-FQ, 1-FR, 1-FS, 1-FT, 1-FU, 1-FV, 1-FW, 1-FX, 1-FY, 1-FZ, 1-GA, 1-GB, 1-GC, 1-GD, 1-GE, 1-GF, 1-GG, 1-GH, 1-GI, 1-GJ, 1-GL, 1-GM, 1-GN, 1-GO, 1-GP, 1-GQ, 1-GR, 1-GS, 1-GT, 1-GU, 1-GV, 1-GW, 1-GX, 1-GY, 1-GZ, 1-HA, 1-HB, 1-HC, 1-HD, 1-HE, 1-HF, 1-HG, 1-HH, 1-HI, 1-HJ, 1-HL, 1-HM, 1-HN, 1-HO, 1-HP, 1-HQ, 1-HR, 1-HS, 1-HT, 1-HU, 1-HV, 1-HW



551532110001160202

TEXAS DEPARTMENT OF AGRICULTURE

COMMISSIONER SID MILLER

P. O. BOX 12847 AUSTIN, TX 78711-2847

(877) LIC-AGRI (877-542-2474)

For the hearing impaired: (800) 735-2989 TDD (800) 735-2988 VOICE

www.tda.state.tx.us



NURSERY/FLORAL CERTIFICATE OF REGISTRATION

This is to certify that the person listed below is licensed to sell nursery/floral products at the indicated location in accordance with Texas Agriculture Code Chapter 71.

WHITMORE & SONS, INC.
1501 BACCARAC CT
EULESS TX 76040

Client Name: WHITMORE AND SONS INC
TDA Client No: 00452032

CERTIFICATE NO: 0014835

CERTIFICATE TYPE: NURSERY FLORAL CLASS 1

Effective Date: October 31, 2015

Expiration Date: October 31, 2016

MUST BE POSTED IN A CONSPICUOUS LOCATION

THIS CERTIFICATE IS NON-TRANSFERABLE

TEXAS COMMISSION ON ENVIRONMENTAL QUALITY

BRANDON LONG

Is hereby licensed as a

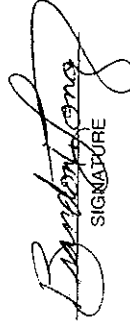
LICENSED IRRIGATOR

License Number

LI0009538

Expires

06/30/2019


SIGNATURE


EXECUTIVE DIRECTOR

TEXAS DEPARTMENT OF AGRICULTURE
COMMISSIONER SID MILLER
P. O. BOX 12847 AUSTIN, TEXAS 78711-2847
(877) LIC-AGRI (877-542-2474)



For the hearing impaired: (800) 735-2989 TDD (800) 735-2988 VOICE
www.TexasAgriculture.gov

COMMERCIAL PESTICIDE APPLICATOR LICENSE

This is to certify that the person whose name appears below has met the requirements of Texas Agriculture Code Chapter 76, relating to application of restricted-use or state-limited-use pesticides or regulated herbicides. This license is issued for purchase and application of restricted-use or state-limited-use pesticides or regulated herbicides to be used according to label directions consistent with the use categories listed below.

DEBORAH SALCIDO
1100 VALLEY VIEW DR
HURST TX 76053

TDA Client No:	00513234
License No:	0669123
Effective Date:	April 30, 2016
Expires:	April 30, 2017
Categories:	



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.

Whitmore and Sons, Inc.
Euless, TX United States

Certificate Number:
2017-260927

Date Filed:
09/14/2017

Date Acknowledged:

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

City of Colleyville

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

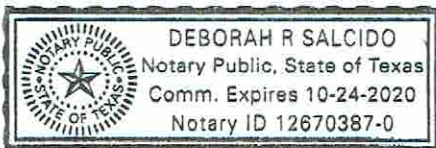
2016-108781
Landscape Maintenance

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

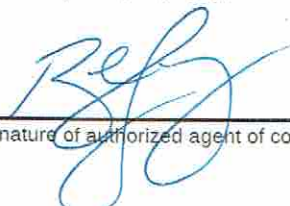
5 Check only if there is NO Interested Party.



6 AFFIDAVIT

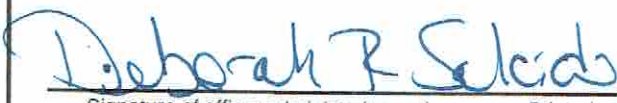


I swear, or affirm, under penalty of perjury, that the above disclosure is true and correct.


Signature of authorized agent of contracting business entity

AFFIX NOTARY STAMP / SEAL ABOVE

Sworn to and subscribed before me, by the said Brandon Long, this the 14th day of September, 2017, to certify which, witness my hand and seal of office.


Signature of officer administering oath

Deborah R Salcido
Printed name of officer administering oath

Deborah R Salcido Notary
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.

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Whitmore and Sons, Inc.
Euless, TX United States

Certificate Number:
2017-260927

Date Filed:
09/14/2017

Date Acknowledged:

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City of Colleyville

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2016-108781

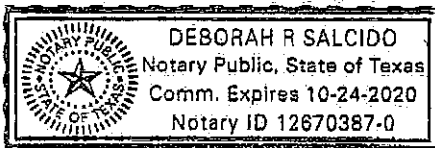
Landscape Maintenance

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 Brandon Long, this the 14th day of September, 2017, to certify which, witness my hand and seal of office.

Deborah R Salcido Deborah R Salcido Notary
Signature of officer administering oath Printed name of officer administering oath Title of officer administering oath

CONFLICT OF INTEREST QUESTIONNAIRE

FORM CIQ**For vendor doing business with local governmental entity**

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

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

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

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

OFFICE USE ONLY

Date Received

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

Whitmore and Sons, Inc.

2 ☐ **Check this box if you are filing an update to a previously filed questionnaire.** (The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date on which you became aware that the originally filed questionnaire was incomplete or inaccurate.)

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

N/A

Name of Officer

4 Describe each employment or other business relationship with the local government officer, or a family member of the officer, as described by Section 176.003(a)(2)(A). Also describe any family relationship with the local government officer. Complete subparts A and B for each employment or business relationship described. Attach additional pages to this Form CIQ as necessary.

N/A

A. Is the local government officer or a family member of the officer receiving or likely to receive taxable income, other than investment income, from the vendor?

☐ Yes☐ No

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

☐ Yes☐ No

5 Describe each employment or business relationship that the vendor named in Section 1 maintains with a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership interest of one percent or more.

N/A

6 ☐ **Check this box if the vendor has given the local government officer or a family member of the officer one or more gifts as described in Section 176.003(a)(2)(B), excluding gifts described in Section 176.003(a-1).**

7 **Brandon Long**
Digitally signed by Brandon Long
DN: cn=Brandon Long, o=Whitmore and Sons, Inc., ou,
email=b.long@whitmorelandscape.com, c=US
Date: 2017.09.14 13:40:52 -0500
Signature of vendor doing business with the governmental entity

9/14/2017

Date

CONFLICT OF INTEREST QUESTIONNAIRE

For vendor doing business with local governmental entity

A complete copy of Chapter 176 of the Local Government Code may be found at <http://www.statutes.legis.state.tx.us/Docs/LG/htm/LG.176.htm>. For easy reference, below are some of the sections cited on this form.

Local Government Code § 176.001(1-a): "Business relationship" means a connection between two or more parties based on commercial activity of one of the parties. The term does not include a connection based on:

- (A) a transaction that is subject to rate or fee regulation by a federal, state, or local governmental entity or an agency of a federal, state, or local governmental entity;
- (B) a transaction conducted at a price and subject to terms available to the public; or
- (C) a purchase or lease of goods or services from a person that is chartered by a state or federal agency and that is subject to regular examination by, and reporting to, that agency.

Local Government Code § 176.003(a)(2)(A) and (B):

- (a) A local government officer shall file a conflicts disclosure statement with respect to a vendor if:

- (2) the vendor:

(A) has an employment or other business relationship with the local government officer or a family member of the officer that results in the officer or family member receiving taxable income, other than investment income, that exceeds \$2,500 during the 12-month period preceding the date that the officer becomes aware that

- (i) a contract between the local governmental entity and vendor has been executed; or
- (ii) the local governmental entity is considering entering into a contract with the vendor;

(B) has given to the local government officer or a family member of the officer one or more gifts that have an aggregate value of more than \$100 in the 12-month period preceding the date the officer becomes aware that:

- (i) a contract between the local governmental entity and vendor has been executed; or
- (ii) the local governmental entity is considering entering into a contract with the vendor.

Local Government Code § 176.006(a) and (a-1)

- (a) A vendor shall file a completed conflict of interest questionnaire if the vendor has a business relationship with a local governmental entity and:

- (1) has an employment or other business relationship with a local government officer of that local governmental entity, or a family member of the officer, described by Section 176.003(a)(2)(A);
- (2) has given a local government officer of that local governmental entity, or a family member of the officer, one or more gifts with the aggregate value specified by Section 176.003(a)(2)(B), excluding any gift described by Section 176.003(a-1); or
- (3) has a family relationship with a local government officer of that local governmental entity.

- (a-1) The completed conflict of interest questionnaire must be filed with the appropriate records administrator not later than the seventh business day after the later of:

- (1) the date that the vendor:

- (A) begins discussions or negotiations to enter into a contract with the local governmental entity; or
- (B) submits to the local governmental entity an application, response to a request for proposals or bids, correspondence, or another writing related to a potential contract with the local governmental entity; or

- (2) the date the vendor becomes aware:

- (A) of an employment or other business relationship with a local government officer, or a family member of the officer, described by Subsection (a);
- (B) that the vendor has given one or more gifts described by Subsection (a); or
- (C) of a family relationship with a local government officer.

Contract History Overview	
Initial Contract (FY 17) contract price	\$167,372.50
Renewal 1 (FY 18) contract price	\$175,265.38
Change Order (FY 18) contract price	\$197,945.38
Renewal 2 (FY19) contract price	\$207,521.48
Renewal 2 (FY19) with 3.5% CPI increase Contract price	\$214,784.73

Properties to be maintained

Annual Contract Extension with any proposed price change increase shall not exceed the consumer price index of the Dallas / Fort Worth standard metropolitan area for the previous twelve-month period.

Area One - Common Areas / Medians

Manicured / Irrigated turf areas

PROPERTY	NUMBER OF CYCLES	COST PER CYCLE	INITIAL CONTRACT TOTAL COST
Bidault House	28	\$105.00	\$2,940.00
Bogart ROW	28	\$72.60	\$2,032.80
Bransford Park	26	\$59.50	\$1,666.00
Bransford / Center Park Medians	28	\$66.50	\$1,862.00
City Park	28	\$358.75	\$10,045.00
91 Cottage Lane Green Space	36	\$46.50	\$1,674.00
Colleyville Center	36	\$143.50	\$5,166.00
Central Fire Station	28	\$47.95	\$1,342.60
Cottonbelt Phase III, Pocket Park	28	\$22.50	\$630.08
Fire Station #2	28	\$23.80	\$666.40
Fire Station #3	28	\$31.50	\$882.00
Hall Johnson / Bluebonnet	28	\$39.60	\$1,108.80
Heritage Medians	28	\$13.20	\$369.60
Justice Center	36	\$81.90	\$2,948.40
Kimzey Park	28	\$227.50	\$6,370.00
94 Main Street	36	\$22.50	\$810.00
McDonwell School Rd. Trail	28	\$66.00	\$1,848.00
McPherson Park (10.35 acres)	28	\$693.35	\$19,413.80
Pleasant Run Practice Facility (Mow at 1")	28	\$506.00	\$14,168.00
Pleasant Run Soccer Complex	28	\$209.30	\$5,860.40
Reagan Park (Mow at 1")	28	\$175.00	\$4,900.00
Senior Center (1.2 acres)	28	\$42.00	\$1,176.00
Sparger Park	28	\$297.50	\$8,330.00
*Village	34	\$281.65	\$9,576.10
Westmont Trail	28	\$57.20	\$1,601.60
Woodbriar Park	28	\$66.50	\$1,862.00
		TOTAL COST	\$109,249.58

*Village properties added to FY19

Properties to be maintained

Area Two - Common Areas / Medians

Manicured / Non-irrigated turf areas

PROPERTY	NUMBER OF CYCLES	COST PER CYCLE	INITIAL CONTRACT TOTAL COST
Castleton Trail	18	\$52.80	\$950.40
Cottonbelt Phase I Trail	18	\$356.40	\$6,415.20
Cottonbelt Phase II Trail	18	\$48.40	\$871.20
Cottonbelt Railroad ROW	9	\$1,760.00	\$15,840.00
Fire Station #1	18	\$35.00	\$630.00
Glade Road	18	\$35.00	\$630.00
LD Lockett Park	18	\$161.00	\$2,898.00
LD Lockett Rd to Westcoat ROW	18	\$35.00	\$630.00
*Longwood / Broadoak	18	\$118.80	\$2,138.40
McCain Park	18	\$35.00	\$630.00
McPherson Park (9.46 acres)	18	\$416.25	\$7,492.50
Nature Center	18	\$458.50	\$8,253.00
Pleasant Run & Hwy 26 (Lot)	18	\$35.00	\$630.00
Riley Cemetery	18	\$48.40	\$871.20
Senior Center (8 acres)	18	\$352.00	\$6,336.00
Shalimar	18	\$48.40	\$871.20
**SH 26 ROW	18	\$1,260.00	\$22,680.00
		TOTAL COST	\$78,767.10

*To include bridge and embankment area

**Added to FY18 as a change order

Properties to be maintained

Area Three – Public Works Common Areas / Channels – Mow, Trim & Spray

PROPERTY	NUMBER OF CYCLES	COST PER CYCLE	INITIAL CONTRACT TOTAL COST
Elm Street Channel	8	\$65.00	\$520.00
Cheek Sparger/Green Briar Channel	8	\$99.00	\$792.00
5500 Block Winding Trail Channel - West	8	\$78.50	\$628.00
5500 Block Winding Trail Channel - East	8	\$82.35	\$658.80
*1800 Block Gatehouse Court Channel	8	\$35.00	\$280.00
Old Glade Road Channel	8	\$35.00	\$280.00
		TOTAL COST	\$3,158.80

*Spray Only

Area Four – Public Works Common Areas – Mow & Trim Only

PROPERTY	NUMBER OF CYCLES	COST PER CYCLE	INITIAL CONTRACT TOTAL COST
L.D. Lockett ROW	18	\$60.50	\$1,089.00
Lloyd Circle	8	\$22.50	\$180.00
Fire Station – 5209 SH 26	18	\$40.00	\$720.00
1601 Hall Johnson (Public Works)	36	\$101.00	\$3,636.00
240 McDonwell School Rd. (Water Tower)	18	\$32.00	\$576.00
729 L.D. Lockett (Pump Station)	18	\$52.50	\$945.00
6015 Bransford (Water Tower)	18	\$30.00	\$540.00
Open Lot @ Glade & River Walk	18	\$30.00	\$540.00
Corner @ Glade & Bransford	18	\$30.00	\$540.00
7500 Overland Trail	18	\$30.00	\$540.00
		TOTAL COST	\$9,306.00

Area Five – Roundabouts/Medians- Hardscapes - Trim & Spray

PROPERTY	NUMBER OF CYCLES	COST PER CYCLE	INITIAL CONTRACT TOTAL COST
Round-A-Bout at John McCain and Pleasant Run Road	8	\$30.00	\$240.00
Round-A-Bout at Glade and Pool Road	8	\$30.00	\$240.00
Round-A-Bout at Jackson and Cheek-Sparger	8	\$30.00	\$240.00
Round-A-Bout at Hall-Johnson and Bogart	8	\$30.00	\$240.00
Hardscape at the intersection of Glade, Pool and Jackson	8	\$40.00	\$320.00
Hardscape from Glade and Strathmoore to Glade and Copperglen	8	\$65.00	\$520.00
Hardscape Glade and HWY 121 access Road	8	\$40.00	\$320.00
Hardscape Glade and Heritage to the Colleyville City Limit Sign	8	\$65.00	\$520.00
Hardscape Pool and Hall-Johnson to Hall-Johnson and Sycamore, including crosswalks and circle in intersection	8	\$65.00	\$520.00
Hardscape Hall-Johnson and Broughton to Hall-Johnson and HWY 26, including crosswalks and circle in intersection	8	\$65.00	\$520.00
Hardscape Hall-Johnson and Bogart, including crosswalk and circle in intersection	8	\$40.00	\$320.00
Hardscape Cheek-Sparger and Jackson intersection	8	\$30.00	\$240.00
Hardscape HWY 26 and Center Park to Glade	8	\$45.00	\$360.00
Hardscape Glade and Bransford triangle	8	\$30.00	\$240.00
Hardscape John McCain and Pleasant Run Road, intersection	8	\$30.00	\$320.00
Hardscape John McCain from	8	\$40.00	\$320.00

Cotton Belt 2 entrance across Rail Road tracks to Cotton Belt 3 entrance			
Hardscape Entrance to Cotton Belt 1 from L.D. Lockett	8	\$40.00	\$320.00
Area Five – Roundabouts/Medians- Hardscapes - Trim & Spray (Cont.)			
Hardscape Riverwalk and Bluebonnet to Riverwalk and Hall-Johnson	8	\$65.00	\$520.00
Hardscape Church Street and Riverwalk	8	\$30.00	\$240.00
Hardscape Bogart and Pleasant Run Road	8	\$30.00	\$240.00
Hardscape Bogart and Hidden Oaks	8	\$30.00	\$240.00
		TOTAL COST	\$7,040.00

WORKSHEET PAGE NUMBER	TOTAL COST (BOTTOM LINE TOTAL OF WORKSHEET)
Area One - Irrigated Turf Areas – Pg. 18	\$109,249.58
Area Two - Non-Irrigated Turf Areas – Pg. 19	\$78,767.10
Area Three – Public Works Common Areas – Pg. 20	\$3,158.80
Area Four – Public Works Common Areas – Pg. 20	\$9,306.00
Area Five – Roundabouts/Medians – Hardscapes - Pg. 21& 22	\$7,040.00
SUB TOTAL:	\$207,521.48
GRAND TOTAL:	\$207,521.48

RESOLUTION R-17-4178

A RESOLUTION APPROVING THE GROUNDS MAINTENANCE MOWING CONTRACT WITH WHITMORE AND SONS, INC., IN AN AMOUNT NOT TO EXCEED \$175,265.38, AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE SAME, AND ANY ASSOCIATED CHANGE ORDERS, IN AN AMOUNT NOT TO EXCEED 25 PERCENT OF THE ORIGINAL CONTRACT PRICE

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

WHEREAS, Whitmore and Sons, Inc., has provided grounds maintenance and mowing services since September 30, 2011, with contract renewals for five years, and one additional year periods, with pricing not to exceed the consumer price index of the Dallas/Fort Worth standard metropolitan area, for the previous 12 month period; and

WHEREAS, all five of the contract renewals were approved and Whitmore and Sons, Inc., successfully managed the City's mowing needs for the past six years; and

WHEREAS, the contract was advertised for bid on August 17, 2017 and August 24, 2017; three contractors submitted a bid, and Whitmore and Sons, Inc, provided the lowest bid; and

WHEREAS, all legal prerequisites for the approval of this Resolution have been met, including but not limited to the Open Meetings Act.

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

- Sec. 1. THAT all of the above findings are found to be true and correct and are incorporated herein by reference as if copied in their entirety.
- Sec. 2. THAT the Colleyville City Council hereby authorizes the city manager to execute the Grounds Maintenance Mowing Contract with Whitmore and Sons, Inc., attached as Exhibit A, in an amount not to exceed \$175,265.38.
- Sec. 3. THAT this resolution shall become effective immediately from and after its passage.

AND IT IS SO RESOLVED.

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

Mayor Richard Newton	<u>AYE</u>	Mayor Pro Tem Bobby Lindamood	<u>AYE</u>
Place 1, Tammy Nakamura	<u>AYE</u>	Place 3, Kathy Wheat	<u>AYE</u>
Place 4, George Dodson	<u>ABSENT</u>	Place 5, Nancy Coplen	<u>AYE</u>
Place 6, Mike Taylor	<u>AYE</u>		

ATTEST:



Christine Loven, TRMC
Assistant City Secretary

CITY OF COLLEYVILLE



Richard Newton
Mayor

Change Order

City of Colleyville
100 Main Street
Colleyville, Texas 76034
(817) 503-1090

Date: April 3, 2018
Owner: City of Colleyville
Contractor: Whitmore & Sons, Inc.
Project name: Grounds Maintenance Contract
Change order number: 2

You are directed to make the following changes in this contract:

Cost adjustment for addition of 18 mowing cycles, annually for SH 26 ROW property maintenance.
\$1,260.00 each cycle

The original contract sum was: \$175,265.38
Net amount of previous change orders: _____
Total original contract amount plus or minus net change orders: _____
Total amount of this change order: \$22,680
The new contract amount including this change order will be: \$197,945.38
The contract time will be changed by the following number of days: (0) Days
The date of completion as of the date of this change order is: No Change

Contractor:

Whitmore & Sons, Inc.

Company name
PO Box 210203

Address
Bedford, TX 76095

City, State, Zip

Date

Signature

Owner:

City of Colleyville -

Name

100 Main Street
Address

Colleyville, TX 76034

City, State, Zip

Date

Signature



City of Colleyville City Council Agenda Briefing

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

Agenda Number 4i
Type Resolution
Department Engineering

Agenda Date 09/18/2018

Number Resolution R-18-4305

Title

Approval of a Local Project Advance Funding Agreement for the Highway Safety Improvement Program (HSIP) for the reconstruction of Cheek-Sparger Road (San Bar Lane to Oak Briar Lane), and authorizing the city manager to execute the agreement

Strategic Plan

3.4 Thoroughly plan for future capital investments and associated costs

Explanation

Reading and Public Hearing

In May 2015, staff submitted a funding application to TxDOT FW District for the 2015 Highway Safety Improvement Program (HSIP) for the reconstruction of Cheek-Sparger Road from San Bar Lane to Oakbriar Lane including the addition of shoulders, curb and gutter, and storm drain. The grant was approved for an estimated cost of \$3,145,061. Costs will be allocated based on 90% federal funding and 10% local funding. Local participation will also include engineering services. Total local participation is estimated at \$563,294.

The attached Local Project Advance Funding Agreement stipulates that TxDOT will award and manage the project. Upon receipt of the City Council resolution approving this Local Project Funding Agreement, TxDOT will complete the agreement and return it to the City for execution.

Financial Impact

The City is responsible for all design costs and 10% of the reconstruction project, estimated to be \$563,294. Funding is available in the Tax Increment Financing (TIF) fund.

Form 1295 - not applicable

Recommendation

Approve

Attachments

1. LPAFA Agreement

STATE OF TEXAS §

COUNTY OF TRAVIS §

**LOCAL TRANSPORTATION PROJECT
ADVANCE FUNDING AGREEMENT
For A
HIGHWAY SAFETY IMPROVEMENT PROGRAM
OFF-SYSTEM**

THIS Local Project Advance Funding Agreement (LPAFA) is made by and between the State of Texas, acting by and through the Texas Department of Transportation, called the "State", and the City of Colleyville, acting by and through its duly authorized officials, called the "Local Government."

WITNESSETH

WHEREAS, a Master Agreement between the Local Government and the State has been adopted and states the general terms and conditions for transportation projects developed through this LPAFA; and,

WHEREAS, the Texas Transportation Commission passed Minute Order Number 115005 that provides for the development of, and funding for, the Project described herein; and,

WHEREAS, the Governing Body of the Local Government has approved entering into this LPAFA by resolution or ordinance dated _____, 20__, which is attached to and made a part of this agreement as Attachment A for the development of the Project. A map showing the Project location appears in Attachment B, which is attached to and made a part of this agreement.

NOW, THEREFORE, in consideration of the premises and of the mutual covenants and agreements of the parties, to be by them respectively kept and performed as hereinafter set forth, it is agreed as follows:

AGREEMENT

1. Period of the Agreement

The period of this LPAFA is as stated in the Master Agreement, without exception.

2. Termination of this LPAFA

Termination of this LPAFA shall be under the conditions as stated in the Master Agreement. This LPAFA may be terminated by the State if the Project is inactive for thirty-six (36) months or longer and no expenditures have been charged against federal funds.

3. Amendments

Amendments to this LPAFA shall be made as described in the Master Agreement, without exception.

4. Scope of Work

The scope of work for this LPAFA is described as reconstruction of Cheek-Sparger Road from San Bar Lane to Oakbriar Lane including the addition of shoulders, curb and gutter, and storm drain. The project includes driveway approaches, guardrail, culvert extension, replacement of

water/sewer lines where necessary, and signing and striping. It will also include mill/overlay, curb and gutter, and signing and striping of Cheek-Sparger Road from SH 26 to San Bar Lane and from Oakbriar Lane to Brown Trail.

5. Right of Way and Real Property

Right of way and real property shall be the responsibility of the Local Government as stated in the Master Agreement, without exception.

6. Utilities

Adjustment of utilities will be provided by the Local Government as required and as stated in the Master Agreement, without exception.

7. Environmental Assessment and Mitigation

Environmental assessment and mitigation will be carried out as stated in the Master Agreement. Additionally, before the advertisement for bids, the Local Government shall provide to the State written documentation from the appropriate regulatory agency or agencies that all environmental clearances have been obtained.

8. Compliance with Accessibility Standards

All parties to this Agreement shall ensure that the plans for and the construction of all projects subject to this Agreement are in compliance with standards issued or approved by the Texas Department of Licensing and Regulation (TDLR) as meeting or consistent with minimum accessibility requirements of the Americans with Disabilities Act (P.L. 101-336) (ADA).

9. Architectural and Engineering Services

Architectural and engineering services will be provided by the Local Government as stated in the Master Agreement. The Local Government is responsible for performance of any required architectural or preliminary engineering work. For projects on the state highway system, the design shall, at a minimum conform to applicable State manuals. For projects not on the state highway system, the design shall, at a minimum, conform to applicable *American Association of State Highway and Transportation Officials* design standards. The State may review and comment on the work as required to accomplish the public purposes of the State. The Local Government will cooperate fully with the State in accomplishing these local public purposes to the degree permitted by State and Federal law.

10. Construction Responsibilities

Construction responsibilities will be carried out by the State as stated in the Master Agreement.

11. Project Maintenance

Project maintenance will be undertaken as provided for in the Master Agreement, without exception.

12. Local Project Sources and Uses of Funds

A. A Project Budget Estimate is provided in Attachment C. The State and the Federal Government will not reimburse the Local Government for any work performed before the federal spending authority is formally obligated to the Project by the Federal Highway Administration. After federal funds have been obligated, the State will send to the Local

Government a copy of the formal documentation showing the obligation of funds including federal award information. The Local Government is responsible for one hundred percent (100%) of the cost of any work performed under its direction or control before the Federal spending authority is formally obligated.

- B.** If the Local Government will perform any work under this contract for which reimbursement will be provided by or through the State, the Local Government must complete training before federal spending authority is obligated. Training is complete when at least one individual who is working actively and directly on the Project successfully completes and receives a certificate for the course entitled *Local Government Project Procedures and Qualification for the Texas Department of Transportation*. The Local Government shall provide the certificate of qualification to the State. The individual who receives the training certificate may be an employee of the Local Government or an employee of a firm that has been contracted by the Local Government to perform oversight of the Project. The State in its discretion may deny reimbursement if the Local Government has not designated a qualified individual to oversee the Project.
- C.** A Source of Funds estimate based on the Transportation Improvement Program (TIP) is also provided in Attachment C. Attachment C shows the percentage and estimated dollar amount to be contributed to the project by federal, state, and local sources. The parties agree that the LPAFA may be amended from time to time as required to meet the funding commitments based on revisions to the TIP, Federal Project Authorization and Agreement (FPAA), or other federal document.
- D.** The Local Government is responsible for all non-federal and non-state funding, unless otherwise provided for in this agreement or through amendment of this agreement. Where Special Approval has been granted by the State, the Local Government shall only in that instance be responsible for overruns in excess of the amount to be paid by the Local Government.
- E.** Prior to the performance of any engineering review work by the State, the Local Government will pay to the State the amount specified in Attachment C. At a minimum, this amount shall equal the Local Government's funding share for the estimated cost of preliminary engineering for the project. At least sixty (60) days prior to the date set for receipt of the construction bids, the Local Government shall remit its remaining financial share for the State's estimated construction oversight and construction costs.
- F.** Whenever funds are paid by the Local Government to the State under this Agreement, the Local Government shall remit a check or warrant made payable to the "Texas Department of Transportation." The check or warrant shall be deposited by the State and managed by the State. Funds may only be applied by the State to the Project. If after final Project accounting any excess funds remain, those funds may be applied by the State to the Local Government's contractual obligations to the State under another advance funding agreement with approval by appropriate personnel of the Local Government.
- G.** If any existing or future local ordinances, commissioners court orders, rules, policies, or other directives, including but not limited to outdoor advertising billboards and storm water drainage facility requirements, are more restrictive than State or Federal Regulations, or if any other locally proposed changes, including but not limited to plats or replats, result in increased costs, then any increased costs associated with the ordinances or changes will be paid by the Local Government. The cost of providing right of way acquired by the State shall mean the total expenses in acquiring the property interests either through negotiations or eminent domain

proceedings, including but not limited to expenses related to relocation, removal, and adjustment of eligible utilities.

- H. When Special Approval has been granted by the State so that the Local Government bears the responsibility for paying cost overruns, the Local Government shall make payment to the State within thirty (30) days from receipt of the State's written notification of those amounts.
- I. The state auditor may conduct an audit or investigation of any entity receiving funds from the State directly under this contract or indirectly through a subcontract under this contract. Acceptance of funds directly under this contract or indirectly through a subcontract under this contract acts as acceptance of the authority of the state auditor, under the direction of the legislative audit committee, to conduct an audit or investigation in connection with those funds. Any entity that is the subject of an audit or investigation must provide the state auditor with access to any information the state auditor considers relevant to the investigation or audit.
- J. Payment under this contract beyond the end of the current fiscal biennium is subject to availability of appropriated funds. If funds are not appropriated, this contract shall be terminated immediately with no liability to either party.
- K. The Local Government is authorized to submit requests for reimbursement by submitting the original of an itemized invoice in a form and containing all items required by the State no more frequently than monthly and no later than ninety (90) days after costs are incurred. If the Local Government submits invoices more than ninety (90) days after the costs are incurred, and if federal funding is reduced as a result, the State shall have no responsibility to reimburse the Local Government for those costs.

13. Document and Information Exchange

The Local Government agrees to electronically deliver to the State all general notes, specifications, contract provision requirements, and related documentation in a Microsoft® Word or similar document. If requested by the State, the Local Government will use the State's document template. The Local Government shall also provide a detailed construction time estimate including types of activities and month in the format required by the State. This requirement applies whether the Local Government creates the documents with its own forces or by hiring a consultant or professional provider. At the request of the State, the Local Government shall submit any information required by the State in the format directed by the State.

14. Incorporation of Master Agreement Provisions

This LPAFA incorporates all of the governing provisions of the Master Agreement in effect on the date of final execution of this LPAFA, unless an exception has been made in this agreement.

15. Insurance

If this Agreement authorizes the Local Government or its contractor to perform any work on State right of way, before beginning work the entity performing the work shall provide the State with a fully executed copy of the State's Form 1560 Certificate of Insurance verifying the existence of coverage in the amounts and types specified on the Certificate of Insurance for all persons and entities working on State right of way. This coverage shall be maintained until all work on the State right of way is complete. If coverage is not maintained, all work on State right of way shall cease immediately, and the State may recover damages and all costs of completing the work.

16. Debarment Certification

The parties are prohibited from making any award at any tier to any party that is debarred or suspended or otherwise excluded from or ineligible for participation in Federal Assistance Programs under Executive Order 12549, "Debarment and Suspension." By executing this Agreement, the Local Government certifies that it and its principals are not currently debarred, suspended, or otherwise excluded from or ineligible for participation in Federal Assistance Programs under Executive Order 12549 and further certifies that it will not do business with any party, to include principals, that is currently debarred, suspended, or otherwise excluded from or ineligible for participation in Federal Assistance Programs under Executive Order 12549. The parties to this contract shall require any party to a subcontract or purchase order awarded under this contract to certify its eligibility to receive federal funds and, when requested by the State, to furnish a copy of the certification.

17. Cost Principles and Office of Management and Budget (OMB) Audit Requirements

In order to be reimbursed with federal funds, the parties shall comply with the Cost Principles established in 2 CFR 200 that specify that all reimbursed costs are allowable, reasonable, and allocable to the Project.

18. Notices

All notices to either party shall be delivered personally or sent by certified or U.S. mail, postage prepaid, addressed to that party at the following address:

Local Government:	State:
City Engineer City of Colleyville 100 Main Street Colleyville, Texas 76034	Director of Contract Services Texas Department of Transportation 125 E. 11 th Street Austin, Texas 78701

All notices shall be deemed given on the date delivered in person or deposited in the mail, unless otherwise provided by this agreement. Either party may change the above address by sending written notice of the change to the other party. Either party may request in writing that notices shall be delivered personally or by certified U.S. mail, and that request shall be carried out by the other party.

19. Civil Rights Compliance

- A. Compliance with Regulations:** The Local Government will comply with the Acts and the Regulations relative to Nondiscrimination in Federally-assisted programs of the U.S. Department of Transportation (USDOT), the Federal Highway Administration (FHWA), as they may be amended from time to time, which are herein incorporated by reference and made part of this agreement.
- B. Nondiscrimination:** The Local Government, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurement of materials and leases of equipment.

The Local Government will not participate directly or indirectly in the discrimination prohibited by the Acts and the Regulations, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR Part 21.

- C. Solicitations for Subcontracts, Including Procurement of Materials and Equipment: In all solicitations either by competitive bidding or negotiation made by the Local Government for work to be performed under a subcontract, including procurement of materials or leases of equipment, each potential subcontractor or supplier will be notified by the Local Government of the Local Government's obligations under this contract and the Acts and Regulations relative to Nondiscrimination on the grounds of race, color, or national origin.
- D. Information and Reports: The Local Government will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto, and will permit access to its books, records, accounts, other sources of information, and facilities as may be determined by the State or the FHWA to be pertinent to ascertain compliance with such Acts, Regulations or directives. Where any information required of the Local Government is in the exclusive possession of another who fails or refuses to furnish this information, the Local Government will so certify to the State or the Federal Highway Administration, as appropriate, and will set forth what efforts it has made to obtain the information.
- E. Sanctions for Noncompliance: In the event of the Local Government's noncompliance with the Nondiscrimination provisions of this contract, the State will impose such contract sanctions as it or the FHWA may determine to be appropriate, including, but not limited to:
 - a. withholding of payments to the Local Government under the contract until the Local Government complies and/or
 - b. cancelling, terminating, or suspending of the contract, in whole or in part.
- F. Incorporation of Provisions: The Local Government will include the provisions of paragraphs (A) through (F) in every subcontract, including procurement of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The Local Government will take such action with respect to any subcontract or procurement as the State or the FHWA may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the Local Government becomes involved in, or is threatened with, litigation with a subcontractor or supplier because of such direction, the Local Government may request the State to enter into such litigation to protect the interests of the State. In addition, the Local Government may request the United States to enter into such litigation to protect the interests of the United States.

20. Disadvantaged Business Enterprise (DBE) Program Requirements

- A. The parties shall comply with the Disadvantaged Business Enterprise Program requirements established in 49 CFR Part 26.
- B. The Local Government shall adopt, in its totality, the State's federally approved DBE program.
- C. The Local Government shall set an appropriate DBE goal consistent with the State's DBE guidelines and in consideration of the local market, project size, and nature of the goods or services to be acquired. The Local Government shall have final decision-making authority regarding the DBE goal and shall be responsible for documenting its actions.
- D. The Local Government shall follow all other parts of the State's DBE program referenced in TxDOT Form 2395, Memorandum of Understanding Regarding the Adoption of the Texas Department of Transportation's Federally-Approved Disadvantaged Business Enterprise by Entity, and attachments found at web address

http://ftp.dot.state.tx.us/pub/txdot-info/bop/dbe/mou/mou_attachments.pdf.

- E. The Local Government shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of any U.S. Department of Transportation (DOT)-assisted contract or in the administration of its DBE program or the requirements of 49 CFR Part 26. The Local Government shall take all necessary and reasonable steps under 49 CFR Part 26 to ensure non-discrimination in award and administration of DOT-assisted contracts. The State's DBE program, as required by 49 CFR Part 26 and as approved by DOT, is incorporated by reference in this agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as a violation of this agreement. Upon notification to the Local Government of its failure to carry out its approved program, the State may impose sanctions as provided for under 49 CFR Part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and the Program Fraud Civil Remedies Act of 1986 (31 U.S.C. 3801 et seq.).
- F. Each contract the Local Government signs with a contractor (and each subcontract the prime contractor signs with a sub-contractor) must include the following assurance: *The contractor, sub-recipient, or sub-contractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of DOT-assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this agreement, which may result in the termination of this agreement or such other remedy as the recipient deems appropriate.*

21. Federal Funding Accountability and Transparency Act Requirements

- A. Any recipient of funds under this Agreement agrees to comply with the Federal Funding Accountability and Transparency Act (FFATA) and implementing regulations at 2 CFR Part 170, including Appendix A. This agreement is subject to the following award terms: <http://www.gpo.gov/fdsys/pkg/FR-2010-09-14/pdf/2010-22705.pdf> and <http://www.gpo.gov/fdsys/pkg/FR-2010-09-14/pdf/2010-22706.pdf>
- B. The Local Government agrees that it shall:
1. Obtain and provide to the State a System for Award Management (SAM) number (Federal Acquisition Regulation, Part 4, Sub-part 4.11) if this award provides more than \$25,000 in Federal funding. The SAM number may be obtained by visiting the SAM website whose address is: <https://www.sam.gov/portal/public/SAM/>
 2. Obtain and provide to the State a Data Universal Numbering System (DUNS) number, a unique nine-character number that allows the Federal government to track the distribution of federal money. The DUNS number may be requested free of charge for all businesses and entities required to do so by visiting the Dun & Bradstreet (D&B) on-line registration website <http://fedgov.dnb.com/webform>; and
 3. Report the total compensation and names of its top five (5) executives to the State if:
 - i. More than 80% of annual gross revenues are from the Federal government, and those revenues are greater than \$25,000,000; and
 - ii. The compensation information is not already available through reporting to the U.S. Securities and Exchange Commission.

22. Single Audit Report

- A.** The parties shall comply with the requirements of the Single Audit Act of 1984, P.L. 98-502, ensuring that the single audit report includes the coverage stipulated in 2 CFR 200.
- B.** If threshold expenditures of \$750,000 or more are met during the fiscal year, the Local Government must submit a Single Audit Report and Management Letter (if applicable) to TxDOT's Compliance Division, 125 East 11th Street, Austin, TX 78701 or contact TxDOT's Compliance Division at singleaudits@txdot.gov.
- C.** If expenditures are less than the threshold during the Local Government's fiscal year, the Local Government must submit a statement to TxDOT's Compliance Division as follows: "We did not meet the \$_____ expenditure threshold and therefore, are not required to have a single audit performed for FY _____."
- D.** For each year the project remains open for federal funding expenditures, the Local Government will be responsible for filing a report or statement as described above. The required annual filing shall extend throughout the life of the agreement, unless otherwise amended or the project has been formally closed out and no charges have been incurred within the current fiscal year.

23. Pertinent Non-Discrimination Authorities

During the performance of this contract, the Local Government, for itself, its assignees, and successors in interest agree to comply with the following nondiscrimination statutes and authorities; including but not limited to:

- A.** Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21.
- B.** The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects).
- C.** Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 et seq.), as amended, (prohibits discrimination on the basis of sex).
- D.** Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.) as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27.
- E.** The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age).
- F.** Airport and Airway Improvement Act of 1982, (49 U.S.C. Chapter 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex).
- G.** The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, subrecipients and contractors, whether such programs or activities are Federally funded or not).
- H.** Titles II and III of the Americans with Disabilities Act, which prohibits discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131-12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38.
- I.** The Federal Aviation Administration's Nondiscrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex).

- J.** Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures nondiscrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations.
- K.** Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, the parties must take reasonable steps to ensure that LEP persons have meaningful access to the programs (70 Fed. Reg. at 74087 to 74100).
- L.** Title IX of the Education Amendments of 1972, as amended, which prohibits the parties from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq.).

DRAFT

24. Signatory Warranty

Each signatory warrants that the signatory has necessary authority to execute this agreement on behalf of the entity represented.

THIS AGREEMENT IS EXECUTED by the State and the Local Government in duplicate.

THE LOCAL GOVERNMENT

Signature

Typed or Printed Name

Title

Date

THE STATE OF TEXAS

Kenneth Stewart
Director of Contract Services
Texas Department of Transportation

Date

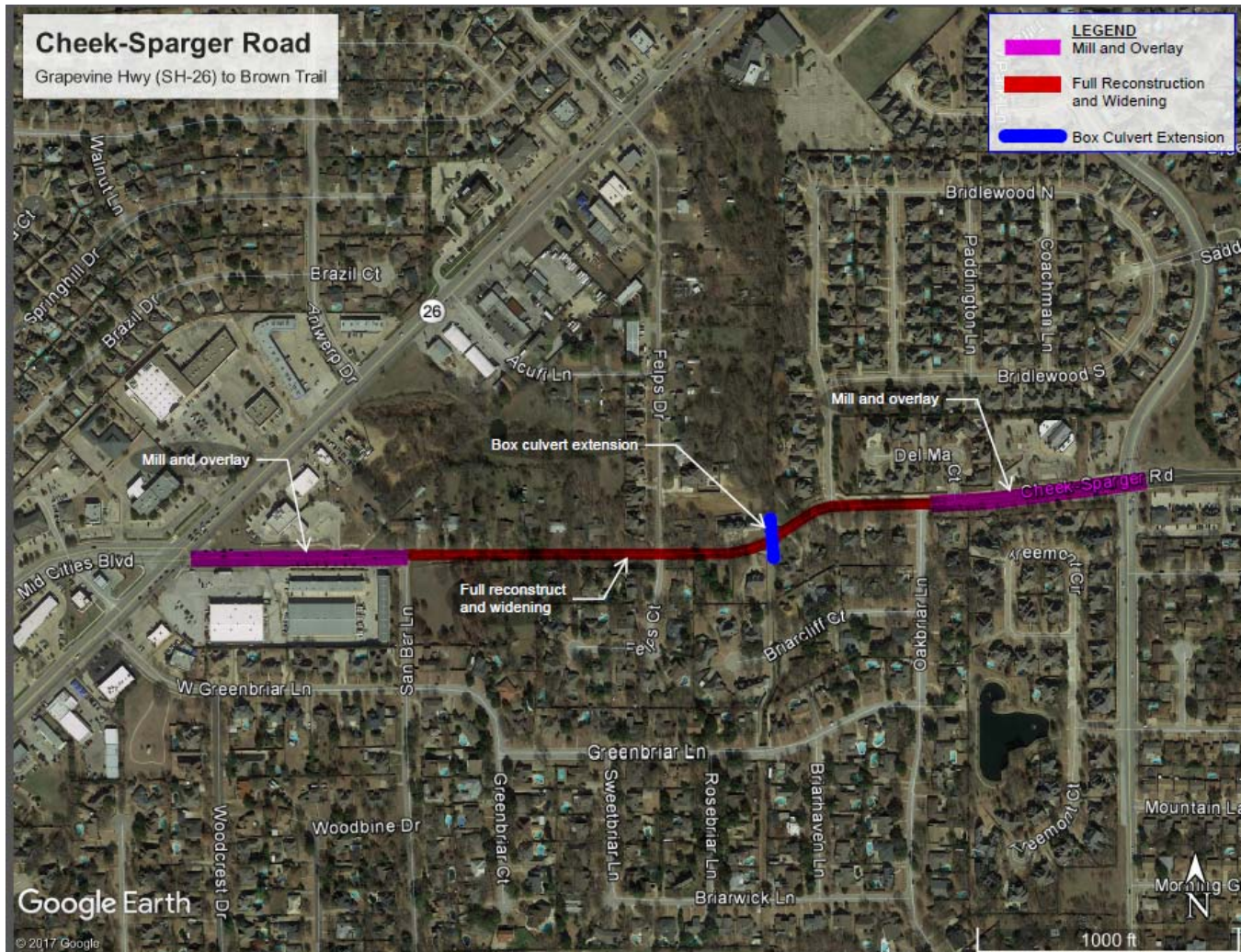
CSJ # 0902-90-036
District # 02-Fort Worth
Code Chart 64 # 9100
Project: Reconstruction of Cheek-Sparger Road
Federal Highway Administration
CFDA Title: Highway Planning & Construction
CFDA No.: 20.205
Not Research and Development

**ATTACHMENT A
RESOLUTION OR ORDINANCE**

DRAFT

CSJ # 0902-90-036
District # 02-Fort Worth
Code Chart 64 # 9100
Project: Reconstruction of Cheek-Sparger Road
Federal Highway Administration
CFDA Title: Highway Planning & Construction
CFDA No.: 20.205
Not Research and Development

ATTACHMENT B PROJECT LOCATION MAP



ATTACHMENT C

PROJECT BUDGET ESTIMATE AND SOURCE OF FUNDS

Costs will be allocated based on 90% Federal funding and 10% Local Government funding until the federal funding reaches the maximum obligated amount. The State will then be responsible for 100% of the costs.

Description	Total Estimated Cost	Federal Participation		State Participation		Local Participation	
		%	Cost	%	Cost	%	Cost
Engineering (by Local Government)	\$415,000	0%	\$0	0%	\$0	100%	\$415,000
Environmental (by Local Government)	\$35,000	0%	\$0	0%	\$0	100%	\$35,000
Right of Way (by Local Government)	\$275,000	0%	\$0	0%	\$0	100%	\$275,000
Construction (by State)	\$2,085,395	90%	\$1,876,855	0%	\$0	10%	\$208,540
Subtotal	\$2,810,395		\$1,876,855		\$0		\$933,540
Environmental Direct State Costs	\$1,050	0%	\$0	100%	\$1,050	0%	\$0
Right of Way Direct State Costs	\$8,250	0%	\$0	100%	\$8,250	0%	\$0
Engineering Direct State Costs	\$12,450	0%	\$0	100%	\$12,450	0%	\$0
Utility Direct State Costs	\$1	0%	\$0	100%	\$1	0%	\$0
Construction Direct State Costs	\$145,978	0%	\$0	100%	\$145,978	0%	\$0
Indirect State Costs	\$166,937	0%	\$0	100%	\$166,937	0%	\$0
TOTAL	\$3,145,061		\$1,876,855		\$334,666		\$933,540

Initial payment by the Local Government to the State: \$0.00

Payment by the Local Government to the State before construction: \$208,540.00

Estimated total payment by the Local Government to the State \$208,540.00

This is an estimate. The final amount of Local Government participation will be based on actual costs.



City of Colleyville City Council Agenda Briefing

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

Agenda Number 5a

Agenda Date 09/18/2018

Number

Type Report

Department Finance

Title

Monthly Financial Report - August 31, 2018

Strategic Plan

- 1.3 Assure convenient access to public information
- 1.4 Communicate thoroughly and strategically
- 2.4 Demonstrate stewardship of public resources

Explanation

General Fund

As of August 31, 2018, the General fund earned \$23,562,520 in revenues and incurred \$19,992,689 in expenditures.

Ad Valorem taxes, franchise fees and sales taxes account for more than 84% of the General fund's budgeted revenues.

- **Ad Valorem Taxes:**

The city collected \$14,640,136 out of the \$14,322,575 budgeted for ad valorem taxes, including penalty and interest. The reported revenue is 6.75% above the revenue reported for the same period last year.

- **Franchise Fees Revenue:**

The city collected \$2,141,117 out of the \$2,070,000 budgeted for franchise fees. The reported revenue is 2.15% above the revenue reported for the same period last year.

- **Sales Tax Revenue:**

The city collected \$3,049,901 out of the \$3,800,000 budgeted sales tax revenue. The reported revenue is 4.19% above the revenue reported for the same period last year. The reported amount represents the Mixed Beverage Taxes and the sales taxes received to date.

Utility Fund

As of August 31, 2018, the utility fund earned \$14,766,016 in revenues and

incurred \$11,444,488 in expenditures.

Water and wastewater sales account for more than 98% of the utility fund's budgeted revenues.

- **Water Sales:**

The city earned \$10,437,566 out of the \$11,195,957 budgeted for water sales. The reported revenue is 7.78% above the revenue reported for the same period last year.

- **Wastewater Sales:**

The city earned \$3,953,153 out of the \$4,024,060 budgeted for wastewater sales. The reported revenue is 11.25% above the revenue reported for the same period last year.

Debt Service Fund

As of August 31, 2018, the Debt service fund collected \$1,984,914 out of the budgeted revenues and transfers from other funds of \$1,854,412 and expended \$1,981,400 out of the budgeted expenditures of \$1,979,412.

Drainage Fees Fund

As of August 31, 2018, the Drainage fees fund spent \$896,284 out of its \$1,481,362 expense budget and earned \$947,161 in revenues which is 98.47% of the budgeted revenue of \$961,880.

Attachments

1. August 2018 Monthly Financial Report
2. 5a - August 2018 Monthly Financial Report Presentation

City of Colleyville
General Fund Monthly Financial Report
As of 08/31/2018 - End of 91.67%% of the Fiscal Year

GENERAL FUND		ACTIVITY	
	FY 2018	FY 2018 YTD	PERCENT
SUMMARY	BUDGET	AS OF	OF BUDGET
		8/31/2018	USED
Revenues	23,934,566	23,562,520	98.45%
Expenditures	23,694,811	19,992,689	84.38%
Revenues over expenditures	\$239,755	\$3,569,831	

GENERAL FUND		RECEIVED		AVERAGE ACTUAL	RECEIVED	
REVENUE SOURCE	FY 2018	FY 2018 YTD	PERCENT	YTD BALANCE	FY 2017 YTD	PERCENT
	BUDGET	AS OF	OF BUDGET	AS A PERCENT OF	AS OF	CHANGE OVER
		8/31/2018	RECEIVED	YEAR END BAL	8/31/2017	PRIOR YEAR
Current Taxes	14,242,575	14,501,458	101.82%	99.81%	\$13,628,593	6.40%
Delinquent Taxes	25,000	68,976	275.90%	88.53%	21,331	223.36%
Penalty & Interest	55,000	69,702	126.73%	91.14%	64,601	7.90%
TOTAL AD VALOREM TAXES	14,322,575	14,640,136	102.22%	99.73%	13,714,525	6.75%
Oncor Electric	885,000	890,388	100.61%	100.00%	889,222	0.13%
Tri-County Electric	100,000	105,858	105.86%	100.00%	101,311	4.49%
Atmos Gas	325,000	401,952	123.68%	100.00%	334,570	20.14%
AT&T	60,000	55,509	92.52%	100.00%	61,776	-10.14%
Verizon/Others	65,000	73,110	112.48%	100.00%	75,934	-3.72%
Refuse/Recycling	160,000	158,620	99.14%	91.49%	157,057	1.00%
Cable TV	475,000	455,680	95.93%	100.00%	476,126	-4.29%
TOTAL FRANCHISE TAXES	2,070,000	2,141,117	103.44%	99.37%	2,095,996	2.15%
Sales Tax	3,700,000	2,935,735	79.34%	73.89%	2,809,972	4.48%
Mixed Beverage Tax	100,000	114,165	114.17%	100.00%	117,315	-2.68%
TOTAL SALES TAXES	3,800,000	3,049,901	80.26%	74.65%	2,927,287	4.19%
Building	625,000	750,831	120.13%	91.37%	626,656	19.82%
Plumbing	72,000	59,941	83.25%	90.27%	53,729	11.56%
Mechanical	48,000	47,049	98.02%	92.10%	46,016	2.24%
Electrical	51,000	64,464	126.40%	91.55%	54,073	19.22%
City License	26,000	46,900	180.38%	93.58%	55,900	-16.10%
Building Plan Review Fee	88,000	97,062	110.30%	88.90%	96,055	1.05%
New Business	7,400	6,200	83.78%	91.60%	6,710	-7.60%
Sign Permit	8,000	7,360	92.00%	94.23%	8,660	-15.01%
Fence Permit	15,000	14,826	98.84%	91.96%	16,476	-10.01%
Fire Permits	8,000	8,640	108.00%	91.31%	10,240	-15.63%
Irrigation Permit	20,000	13,587	67.94%	91.52%	21,663	-37.28%
TOTAL LICENSES & PERMITS	968,400	1,116,860	115.33%	91.07%	996,178	12.11%

GENERAL FUND - CONTINUED		RECEIVED		AVERAGE ACTUAL	RECEIVED	
	FY 2018	FY 2018 YTD	PERCENT	YTD BALANCE	FY 2017 YTD	PERCENT
REVENUE SOURCE	BUDGET	AS OF	OF BUDGET	AS A PERCENT OF	AS OF	CHANGE OVER
		8/31/2018	RECEIVED	YEAR END BAL	8/31/2017	PRIOR YEAR
Court Fines	850,000	606,248	71.32%	89.61%	\$701,335	-13.56%
Alarm Fees	53,000	51,761	97.66%	84.54%	47,075	9.95%
Library Fines	17,460	18,460	105.73%	91.49%	19,574	-5.69%
TOTAL FINES	920,460	676,469	73.49%	89.34%	767,984	-11.92%
Plat Fee/Site Plan/Landscaping Plan Fee	8,200	11,580	141.22%	89.68%	9,988	15.94%
Re-zoning	9,000	13,375	148.62%	92.66%	9,974	34.10%
Board of Adjustment	2,000	1,900	95.00%	97.08%	3,200	-40.63%
Sale of Material	100	380	380.30%	99.47%	56	579.11%
Weed Mowing	7,000	2,920	41.71%	100.00%	14,848	-80.33%
Ambulance	320,000	327,823	102.44%	93.24%	286,632	14.37%
Recreation Program	193,500	283,633	146.58%	90.71%	215,515	31.61%
Credit Card Fee Revenue	-	13,995	0.00%			0.00%
Transfers from Other Funds		8,133	0.00%			0.00%
Engineering & Inspection	20,000	4,826	24.13%	99.65%	59,800	-91.93%
Material Testing	10,000	3,292	32.92%	100.00%	16,774	-80.38%
Lot Drainage Insp Fee	15,000	19,375	129.17%	91.53%	17,000	13.97%
Field Use Charge	21,500	21,930	102.00%	101.32%	22,585	-2.90%
Colleyville Center Rental	240,000	161,569	67.32%	92.45%	212,809	-24.08%
Non-Resident Fee Parks	40,000	43,355	108.39%	101.98%	44,240	-2.00%
Transfer from Utility Fund	196,920	196,920	100.00%		-	0.00%
Transfer from TIF	210,377	210,377	100.00%		-	0.00%
TOTAL CHARGES FOR SERVICE	1,293,597	1,325,383	102.46%	92.21%	913,421	45.10%
Keller Court	260,538	195,404	75.00%	75.00%	179,601	8.80%
SRO Officer Reimb	98,996	98,996	100.00%	100.00%	\$98,996	0.00%
TOTAL INTERGOVERNMENTAL	359,534	294,400	81.88%	82.16%	278,597	5.67%
Sale of Surplus Property	5,000	34,396	687.93%	81.36%	-	0.00%
Interest Income	45,000	91,960	204.35%	60.00%	56,693	62.21%
Miscellaneous	60,000	62,937	104.89%	96.91%	79,947	-21.28%
Antenna Lease	90,000	94,392	104.88%	92.80%	93,839	0.59%
Grant Proceeds	-	34,570	0.00%		-	0.00%
TOTAL MISCELLANEOUS	200,000	318,255	159.13%	81.28%	230,479	38.08%
TOTAL GENERAL FUND REVENUES	23,934,566	23,562,520	98.45%	89.97%	21,924,467	7.47%

	FY 2018	THROUGH	THROUGH	TOTAL	PERCENT
	BUDGET	8/31/2018	8/31/2017	INCREASE	INCREASE
				(DECREASE)	(DECREASE)
RESIDENTIAL BLDG PERMITS	115	159	132	27	20.45%
COMMERCIAL BLDG PERMITS	7	1	2	(1)	-50.00%
CITATIONS ISSUED	10,500	6,356	6,925	(569)	-8.22%

GENERAL FUND EXPENDITURES		EXPENDED	PERCENT	PERCENT OF	BUDGET	EXPENDED
	FY 2018	THROUGH	OF BUDGET	FISCAL YEAR	REMAINING	FY 2017 YTD
	BUDGET	8/31/2018	EXPENDED	COMPLETE		AS OF
						8/31/2017
Personnel services	15,048,648	13,043,203	86.67%	91.67%	2,005,445	12,725,566
Contractual Services	5,341,951	4,339,995	81.24%	91.67%	1,001,956	4,121,509
Supplies	1,275,506	587,269	46.04%	91.67%	688,237	780,712
Capital Outlay	14,000	7,516	53.69%	91.67%	6,484	41,947
Transfer to other fund	2,014,706	2,014,706	100.00%	91.67%	-	2,853,706
TOTAL EXPENDITURES	23,694,811	19,992,689	84.38%	91.67%	3,702,122	20,523,439

City of Colleyville
Utility Fund Monthly Financial Report
As of 08/31/2018 - End of 91.67%% of the Fiscal Year

UTILITY FUND		ACTIVITY	
	FY 2018	FY 2017 YTD	PERCENT
SUMMARY	BUDGET	AS OF	OF BUDGET
		8/31/2018	USED
Revenues	15,540,017	14,766,016	95.02%
Expenditures	15,526,542	11,444,488	73.71%
Revenues over expenditures	\$13,475	3,321,528	

UTILITY FUND		RECEIVED	PERCENT	AVERAGE ACTUAL	RECEIVED	EXPENDED
REVENUE SOURCE	FY 2018	AS OF	OF BUDGET	YTD BALANCE	AS OF	CHANGE OVER
	BUDGET	8/31/2018	RECEIVED	AS A PERCENT OF	8/31/2017	PRIOR YEAR
				YEAR END BAL		
Water Sales	11,195,957	10,437,566	93.23%	85.24%	9,683,742	7.78%
Sewer Sales	4,024,060	3,953,153	98.24%	91.61%	3,553,259	11.25%
Sewer Installation	15,000	15,200	101.33%	91.21%	13,600	11.76%
Water Installation	42,000	40,930	97.45%	94.16%	36,800	11.22%
Engineering Charges	5,000	13,882	277.64%	95.69%	24,071	-42.33%
Penalties	200,000	195,897	97.95%	88.31%	202,848	-3.43%
Sale of Material	-	7,008	0.00%	99.09%	3,697	89.55%
Miscellaneous	13,000	18,815	144.73%	83.63%	36,291	-48.15%
TOTAL OPERATING INCOME	15,495,017	14,682,451	94.76%	86.94%	13,554,308	8.32%
Sale of Surplus Property	-	8,418	0.00%	100.00%	-	0.00%
Interest Income	45,000	75,146	166.99%	65.96%	62,685	19.88%
TOTAL NON-OPERATING INCOME	45,000	83,564	185.70%	76.52%	62,685	33.31%
TOTAL INCOME	15,540,017	14,766,016	95.02%	87.01%	13,616,993	8.44%

	THROUGH	THROUGH	TOTAL	PERCENT
	8/31/2018	8/31/2017	INCREASE	INCREASE
			(DECREASE)	(DECREASE)
GALLONS OF WATER SOLD	2,247,215,100	2,009,570,500	237,644,600	11.83%
NUMBER OF WATER CUSTOMERS	10,374	9,983	391	3.92%

UTILITY FUND EXPENSES		EXPENDED	PERCENT	PERCENT OF	BUDGET	EXPENDED
	FY 2018	THROUGH	OF BUDGET	FISCAL YEAR	REMAINING	FY 2017 YTD
	BUDGET	8/31/2018	EXPENDED	COMPLETE		AS OF
						8/31/2017
Personnel Services	1,983,307	1,658,283	83.61%	91.67%	325,024	1,485,484
Contractual services*	12,717,635	9,152,991	71.97%	91.67%	3,564,644	9,220,583
Supplies	245,969	142,848	58.08%	91.67%	103,121	150,510
Debt Service	157,325	156,913	99.74%	91.67%	413	357,638
Capital Outlay	100,000	11,148	11.15%	91.67%	88,852	32,962
Transfers to other funds**	322,306	322,306	100.00%	91.67%	0	10,199,262
TOTAL EXPENSES	15,526,542	11,444,488	73.71%	91.67%	4,082,054	21,446,437

Notes: Budgeted transfers of \$322,306 as follows: \$44,286 for an internal loan for vector truck; \$81,100 for Vehicle and Equipment Replacement Fund; \$196,920 for 12.4% payment to General Fund for internal service personnel.

* Includes \$1,713,953 in settle up refunds from TRA (\$1,688,008 for water and \$25,945 for sewer)

City of Colleyville
Debt Service Fund Monthly Financial Report
As of 08/31/2018 - End of 91.67%% of the Fiscal Year

DEBT SERVICE FUND		ACTIVITY	
	FY 2018	FY 2017 YTD	PERCENT
SUMMARY	BUDGET	AS OF	OF BUDGET
		8/31/2018	USED
Revenues	1,854,412	1,984,914	107.04%
Expenditures	1,979,412	1,981,400	100.10%
Revenues over expenditures	(125,000)	3,513	
Budgeted use of fund balance	125,000		
Revenues & use of fund balance over expenditures	-	3,513	

DEBT SERVICE FUND		RECEIVED		AVERAGE ACTUAL	RECEIVED	
	FY 2018	FY 2017 YTD	PERCENT	YTD BALANCE	FY 2017 YTD	PERCENT
REVENUE SOURCE	BUDGET	AS OF	OF BUDGET	AS A PERCENT OF	AS OF	CHANGE OVER
		8/31/2018	RECEIVED	YEAR END BAL	8/31/2017	PRIOR YEAR
Current taxes	683,367	818,415	119.76%	99.83%	729,126	12.25%
Delinquent taxes	5,000	5,239	104.78%	84.95%	1,434	265.25%
Penalty & interest	5,000	4,760	95.20%	91.07%	3,690	29.01%
Interest Income	5,000	455	9.09%	88.66%	6,778	-93.29%
TOTAL AD VALOREM TAX & INTEREST	698,367	828,869	118.69%	99.67%	741,029	11.85%
Transfer from CCPD	501,845	501,845	100.00%	100.00%	503,862	-0.40%
Transfer from TIF*	654,200	654,200	100.00%	100.00%	655,781	-0.24%
TOTAL TRANSFERS	1,156,045	1,156,045	100.00%	100.00%	1,159,643	-0.31%
Use of Fund Balance	125,000	-	0.00%	0.00%	-	0.00%
Bond proceeds & Premium	-	-	0.00%	0.00%	-	0.00%
TOTAL REVENUE & USE OF FUND BAL	1,979,412	1,984,914	100.28%	99.79%	1,900,672	4.43%

DEBT SERVICE FUND		EXPENDED		PERCENT OF		EXPENDED
	FY 2018	THROUGH	PERCENT	FISCAL YEAR	BUDGET	FY 2017 YTD
	BUDGET	8/31/2018	OF BUDGET	COMPLETE	REMAINING	AS OF
			EXPENDED			8/31/2017
Bond & Interest Payments	1,639,088	1,638,588	99.97%	91.67%	500	1,634,143
Leases (Fire Engine & Ambulance)	340,324	342,812	100.73%	91.67%	(2,488)	335,654
TOTAL EXPENSES	1,979,412	1,981,400	100.10%	91.67%	(1,988)	1,969,798

*Transfer takes place at the balance sheet level for the principal portion of the debt without affecting the income statement accounts.

City of Colleyville
Drainage Fee Fund Monthly Financial Report
As of 08/31/2018 - End of 91.67%% of the Fiscal Year

DRAINAGE FEE FUND		ACTIVITY	
	FY 2018	FY 2018 YTD	PERCENT
SUMMARY	BUDGET	AS OF	OF BUDGET
		8/31/2018	USED
Revenues	961,880	947,161	98.47%
Expenditures	1,481,362	896,284	60.50%
Revenues over expenditures	(519,482)	50,877	
Budgeted use of fund balance	519,482		
Revenues & use of fund balance over expenditures	-	50,877	

DRAINAGE FEE FUND		RECEIVED		AVERAGE ACTUAL	RECEIVED	
	FY 2018	FY 2018 YTD	PERCENT	YTD BALANCE	FY 2017 YTD	PERCENT
REVENUE SOURCE	BUDGET	AS OF	OF BUDGET	AS A PERCENT OF	AS OF	CHANGE OVER
		8/31/2018	RECEIVED	YEAR END BAL	8/31/2017	PRIOR YEAR
Drainage Revenues	950,880	905,872	95.27%	91.55%	889,910	1.79%
Other revenues (Interest, penalty,...)	11,000	41,289	375.35%	81.13%	9,725	324.57%
TOTAL REVENUES	961,880	947,161	98.47%	91.40%	899,635	5.28%

DRAINAGE FEE FUND		EXPENDED		PERCENT OF		EXPENDED
	FY 2018	THROUGH	OF BUDGET	FISCAL YEAR	BUDGET	FY 2017 YTD
	BUDGET	8/31/2018	EXPENDED	COMPLETE	REMAINING	AS OF
						8/31/2017
Personnel Services	424,005	377,177	88.96%	91.67%	46,828	328,028
Contractual Services	134,826	75,779	56.21%	91.67%	59,047	67,699
Supplies	47,957	45,552	94.99%	91.67%	2,405	17,264
Debt Service	124,574	122,820	98.59%	91.67%	1,754	126,307
Capital Outlay	-	255,925		91.67%	(255,925)	-
Transfers to other funds	750,000	19,032	2.54%	91.67%	730,969	19,032
TOTAL EXPENSES	1,481,362	896,284	60.50%	91.67%	585,078	558,329



Agenda Item - Reports

Monthly Financial Report August 2018

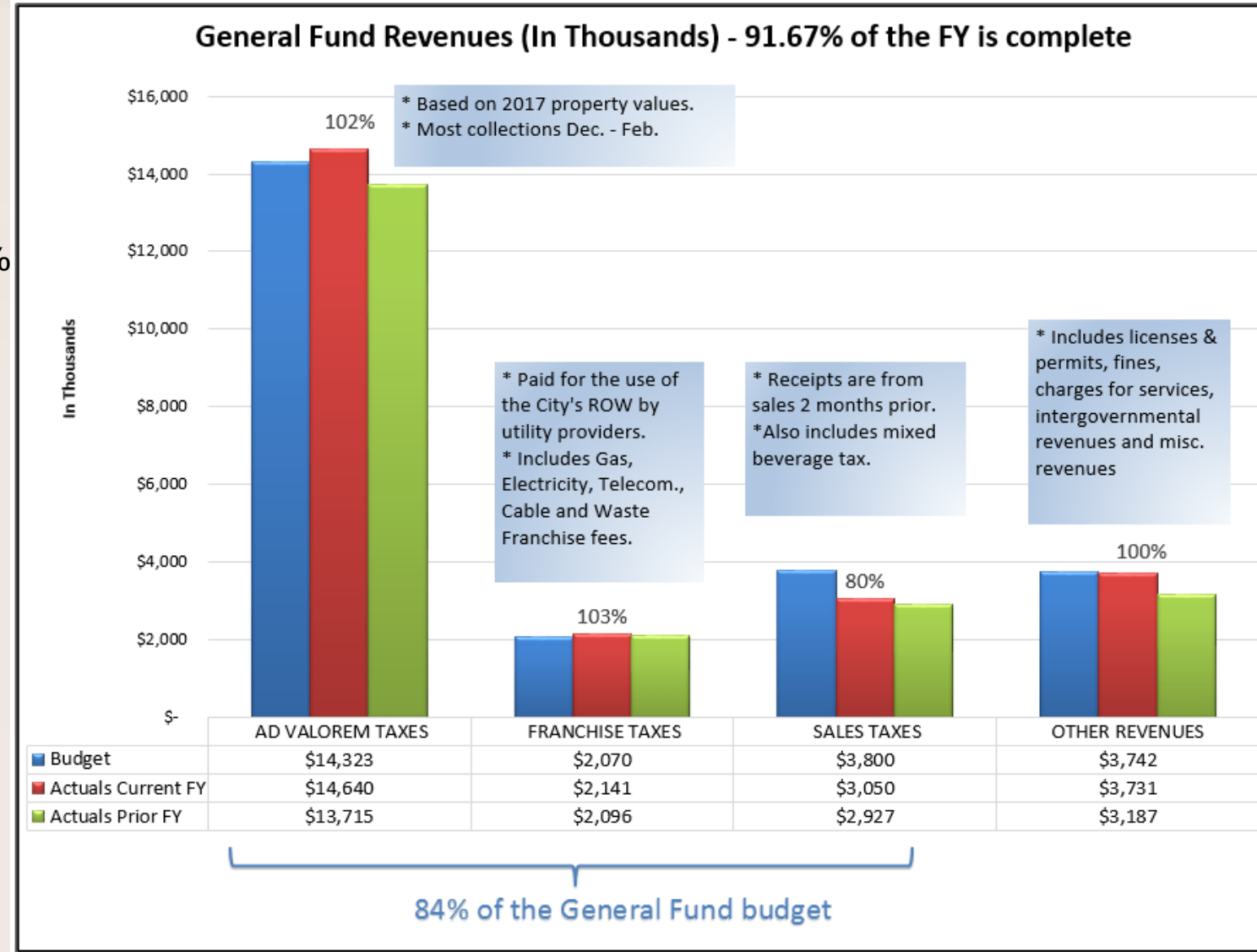
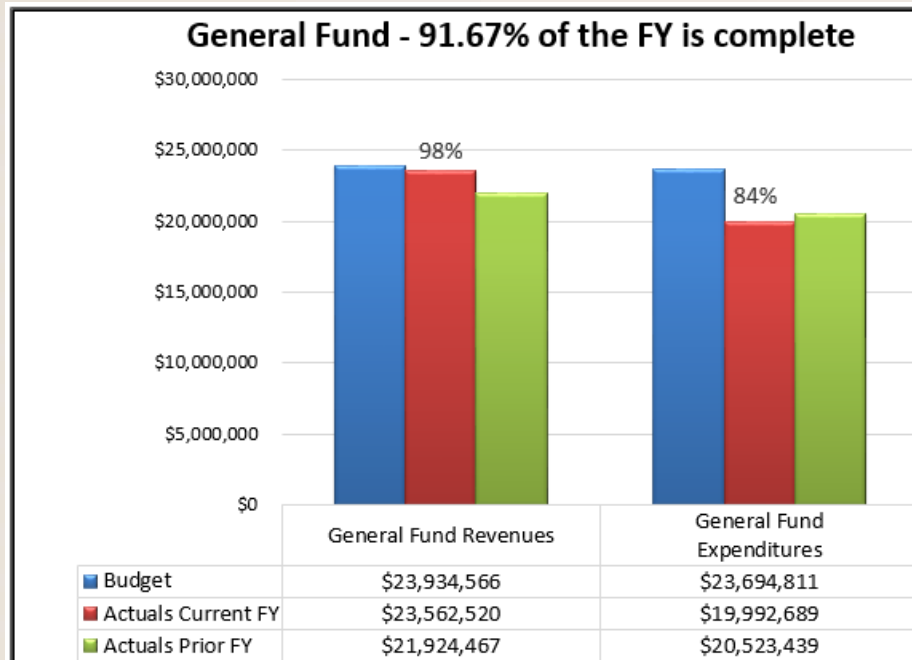
City Council Meeting
September 18, 2018

General Fund



Highlights:

- Total revenues: Up 7.47%
 - 1 cent sales tax: Up 4.48%
 - Ambulance revenues: Up 14.37%
 - Recreation program revenues: Up 31.61%
 - Licenses & permits revenues: Up 12.11%
- Expenditures on track with budget

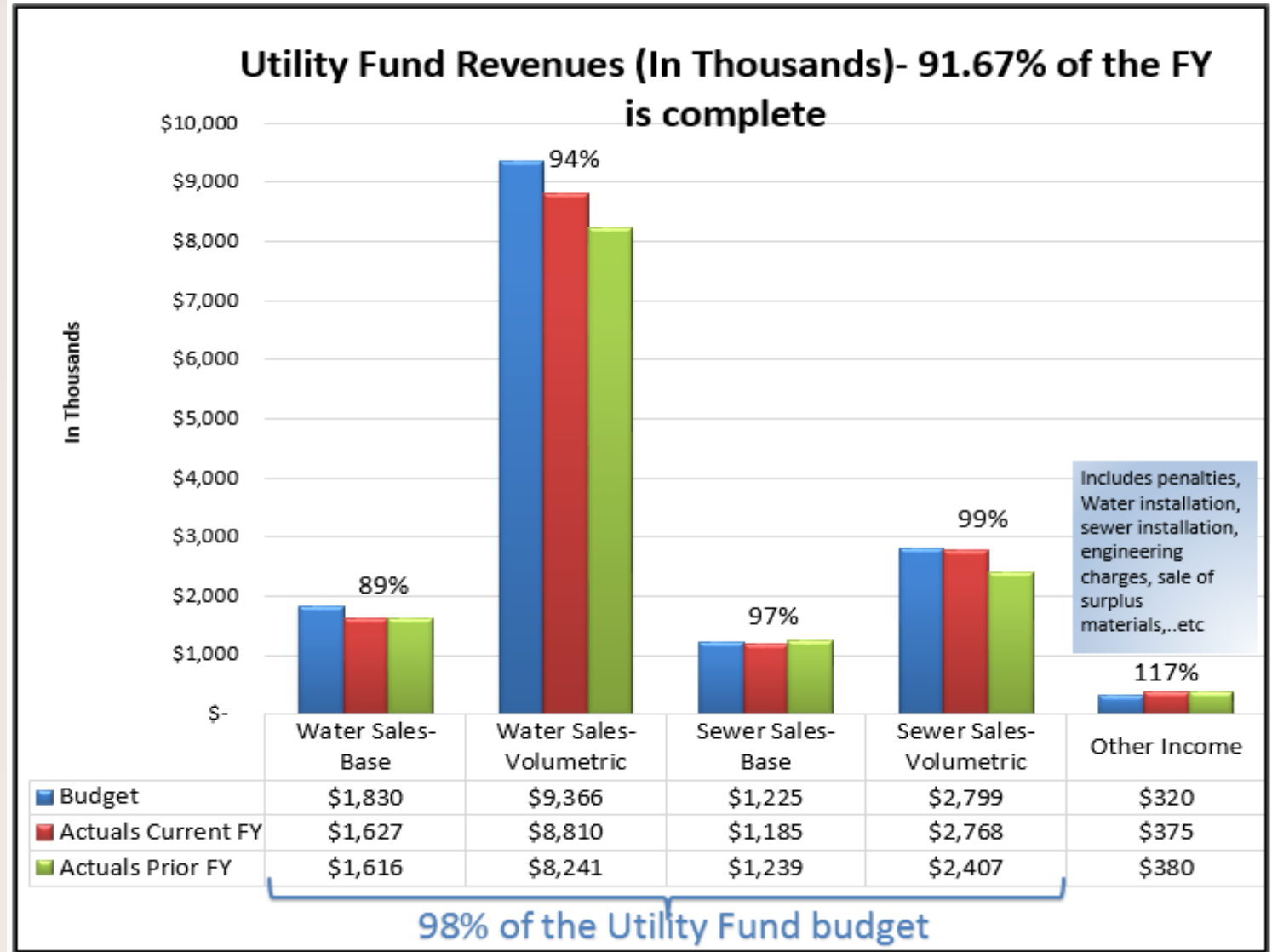
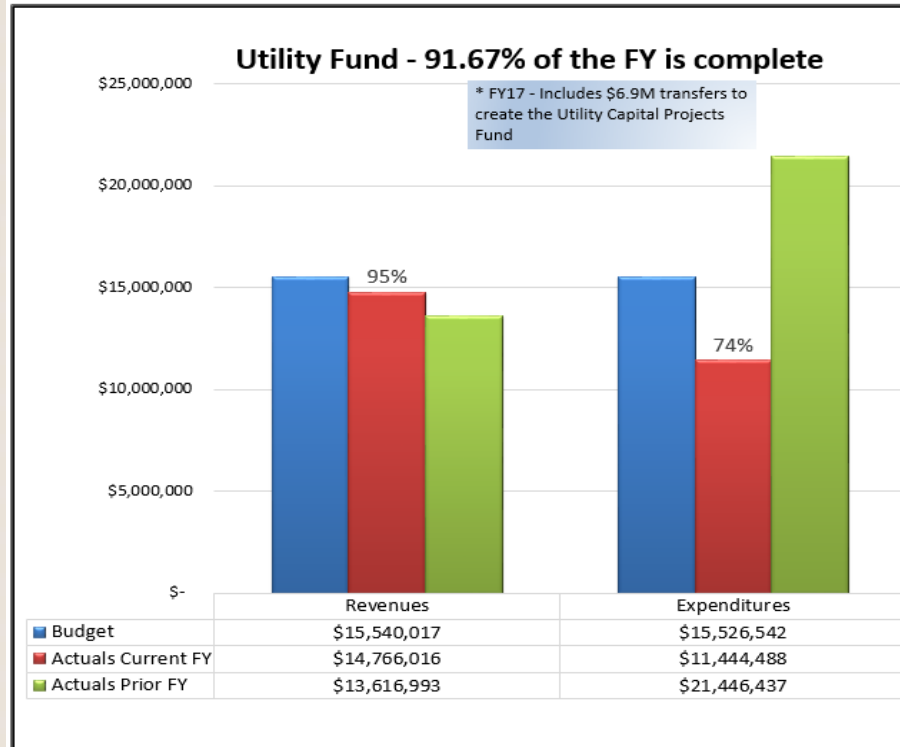


Utility Fund



Highlights:

- Total revenues: Up 8.44%
- Number of customers: Up 3.92%
- 2017 TRA true up received: \$1.7M
- Revenues are tracking as expected → summer irrigation drives more costs and revenue than non-peak months

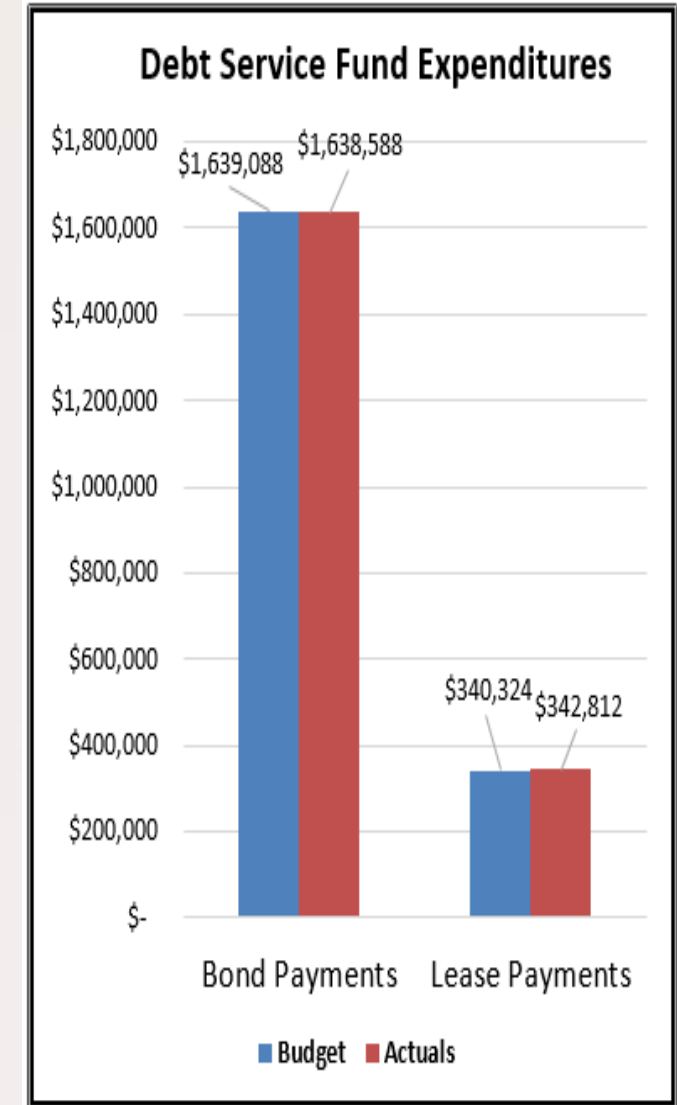
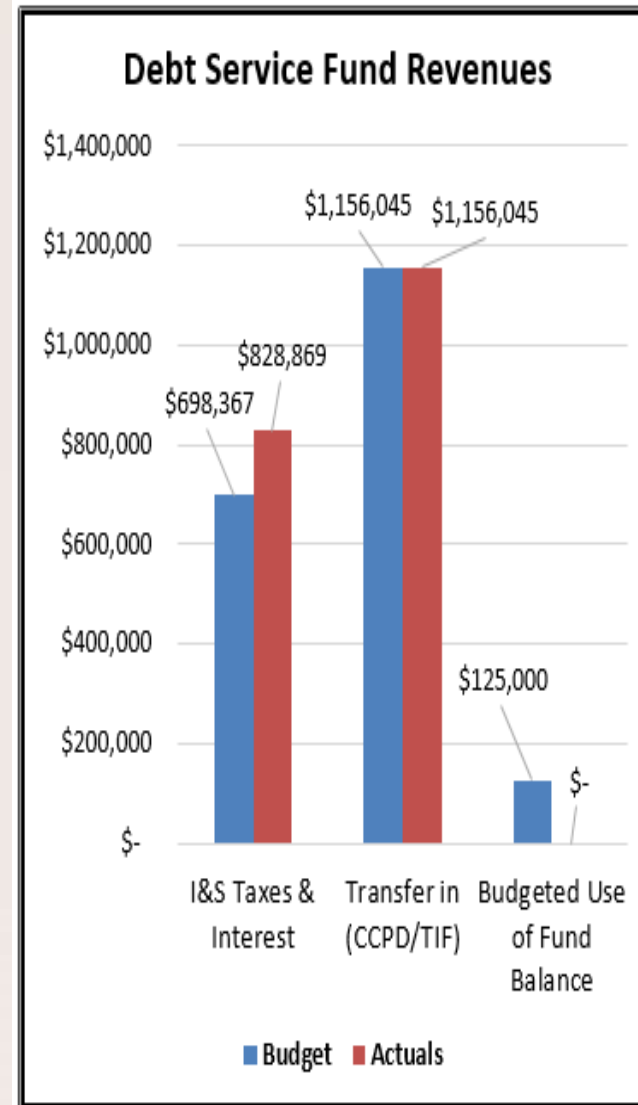
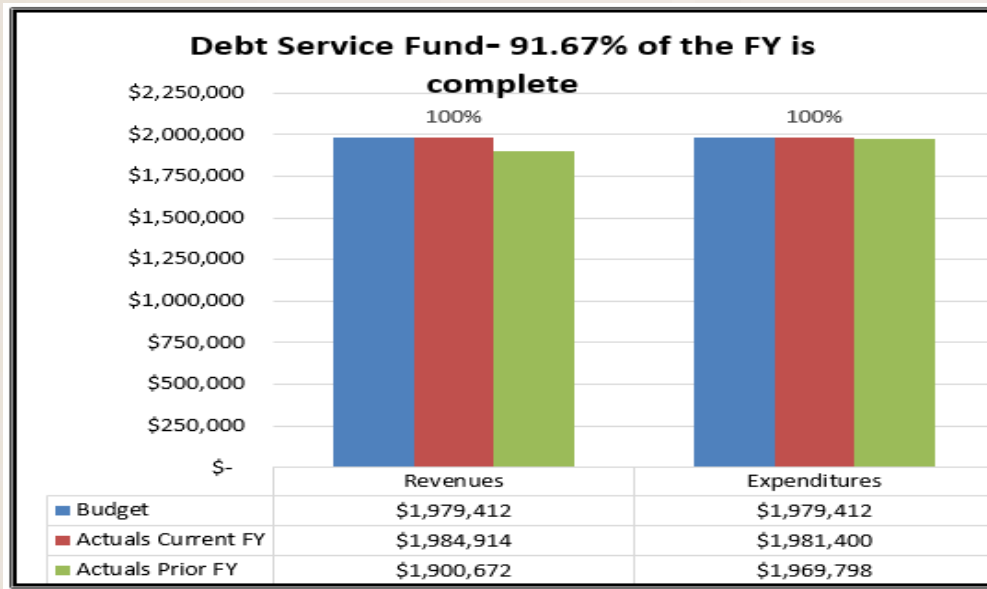


Debt Service Fund



Highlights:

- YTD revenues are \$3,513 over expenditures
- Budgeted use of Fund Balance are not necessary
- Bond payments:
 - February principal & interest payment made
 - August interest payment made
- Lease-purchase payments:
 - Fire engine payment made
 - Ambulance payment made

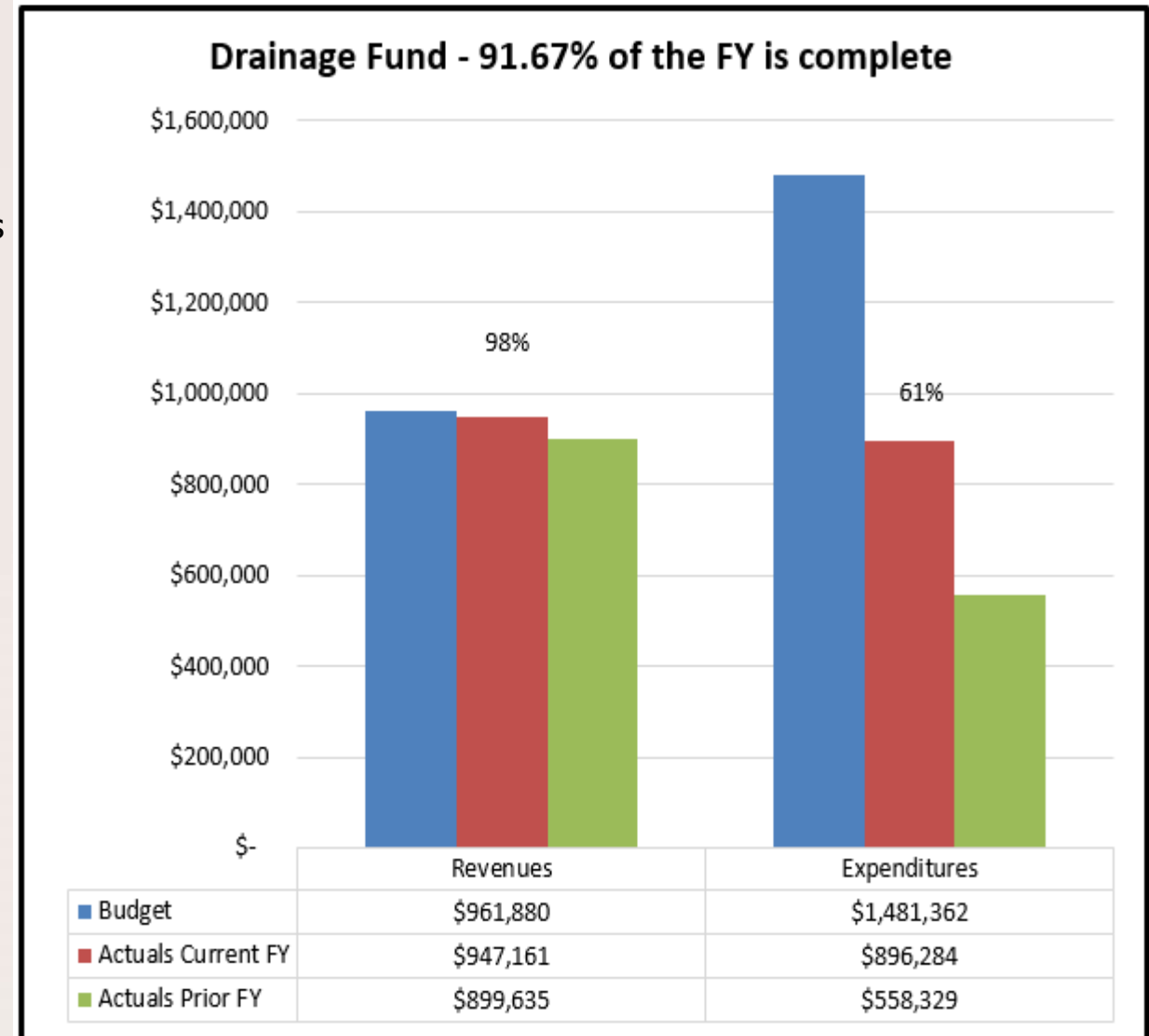
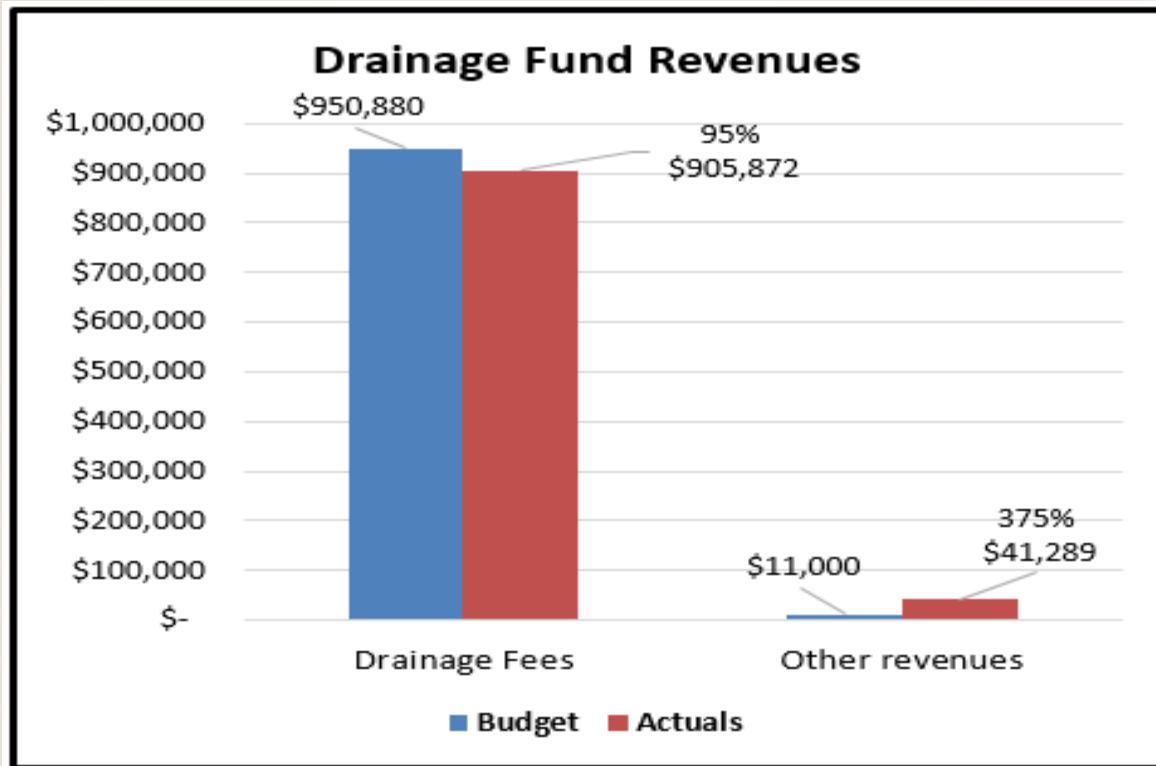


Drainage Fund



Highlights:

- YTD revenues are \$50,877 over expenditures
- Drainage fee revenues: Up 1.79%
- Expenditures YTD are low due to remaining major expenses related to the \$500,000 Drainage Master Plan





City of Colleyville City Council Agenda Briefing

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

Agenda Number 5b
Type Presentation
Department City Manager

Agenda Date 09/18/2018

Number

Title

Quarterly Investment Report for the quarter ended June 30, 2018

Strategic Plan

- 1.4 Communicate thoroughly and strategically
- 1.3 Assure convenient access to public information
- 2.4 Demonstrate stewardship of public resources

Explanation

Investment Summary for period ending March 31, 2018:

Cash & Cash Equivalents (Local Government Investment Pools) were \$67,748,552. The total funds held by the City equaled \$85,354,654 and were allocated as follows:

Logic	\$26,412,554	30%
Government Issues	16,582,311	19%
CDARS	3,065,355	3%
CD'S	744,000	1%
Cash	41,335,998	47%

Investment Benchmark 1.84%

Logic	2.02%
Government Issues	1.48%
CDARS	0.47%
CD'S	2.53%
Bank Earned Income Credit	1.79%
Portfolio	1.68%

Interest earnings for the quarter were \$207,864 with an average yield of 1.68% versus \$188,306 and 1.48% for the prior quarter. These percentages are within the guidelines of the City investment policy.

Attachments

1. Quarterly Investment Report As of June 30, 2018-signed
2. 5b - Quarterly Investment Report - June 30

QUARTERLY INVESTMENT REPORT

FOR QUARTER ENDING JUNE 30, 2018

THIS REPORT IS IN COMPLIANCE WITH THE PUBLIC FUNDS INVESTMENT ACT
AND ADOPTED INVESTMENT POLICY STRATEGY

Sherreen Gendy
Karen Hines



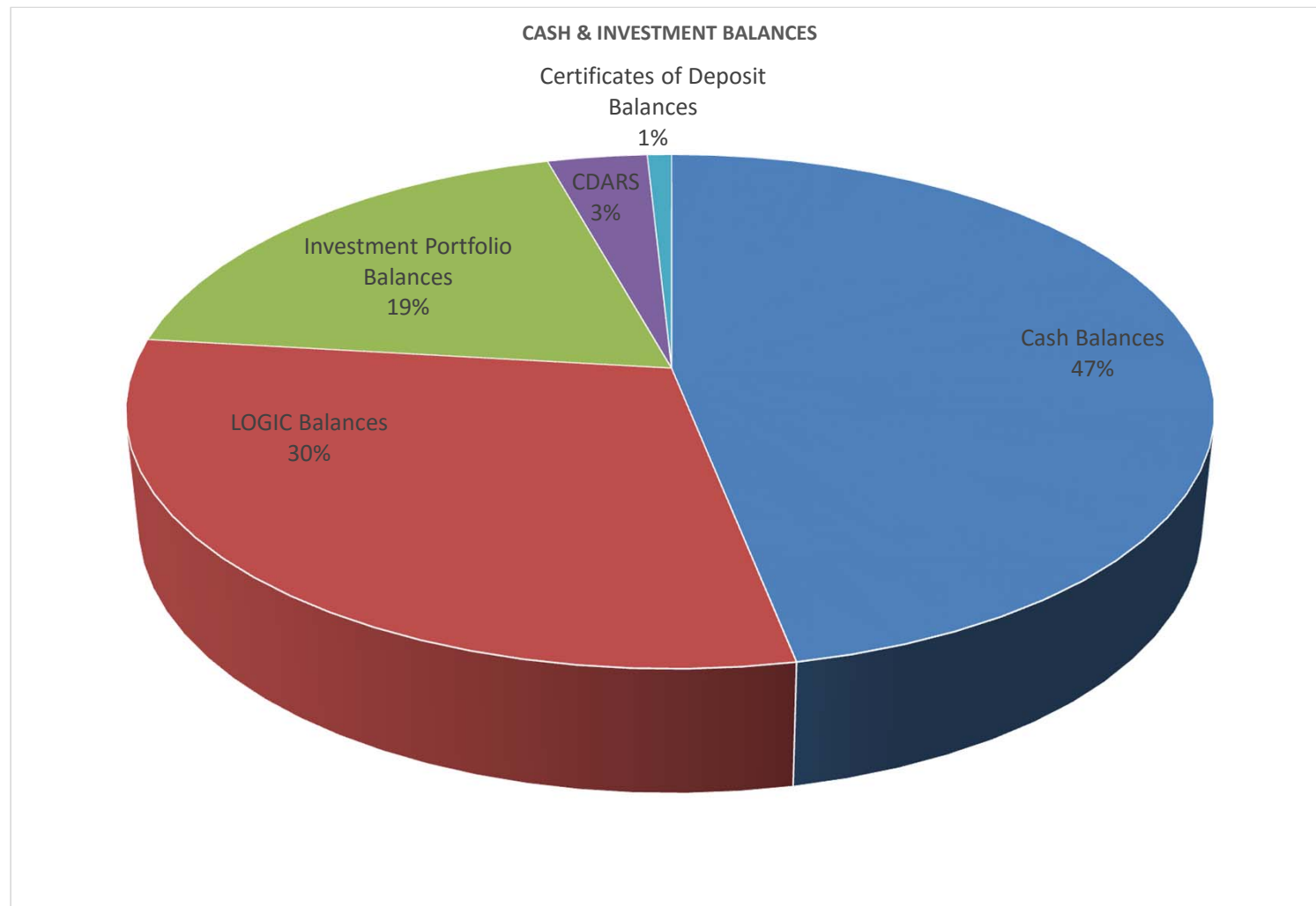
**Portfolio Investment Report
for the Quarter Ending June 30, 2018
CONSOLIDATED INVESTMENT REPORT**

	Current As of 6/30/2018	Last Quarter As of 3/31/2018
Cash and Investment Balances		
Cash Balances	\$ 41,335,998	\$ 34,220,412
LOGIC Balances	\$ 26,412,554	\$ 26,279,887
Investment Portfolio Balances	\$ 16,582,311	\$ 20,782,071
CDARS	\$ 3,065,355	\$ 3,576,284
Certificates of Deposit Balances	\$ 744,000	\$ 496,000
Total Cash, Logic, & Other Investments	<u>\$ 88,140,217</u>	<u>\$ 85,354,654</u>

Investment Yields, Maturities, and Interest		
	Current As of 6/30/2018	Last Quarter As of 3/31/2018
Bank Earned Income Credit	1.79%	1.45%
13 Week Treasury Benchmark	1.84%	1.56%
Logic Average Quarterly Yield	2.02%	1.61%
Logic Quarter's Average Weighted Maturity	29	29
Average Weighted Yield: Agency	1.48%	1.34%
Average Weighted Maturity in Days: Agency	406	373
Average Weighted Yield: CDARS	0.47%	0.52%
Average Weighted Maturity in Days: CDARS	166	256
Average Weighted Yield: CD'S	2.53%	2.53%
Average Weighted Maturity in Days: CD'S	644	730
Interest Earnings - Quarter	\$ 207,864	\$ 188,306
Bank Earnings Allowance	\$ 26,062	\$ 20,917
Interest Rate/Yield for the Quarter	1.68%	1.48%



**Portfolio Investment Report
for the Quarter Ending June 30, 2018
CONSOLIDATED INVESTMENT REPORT**

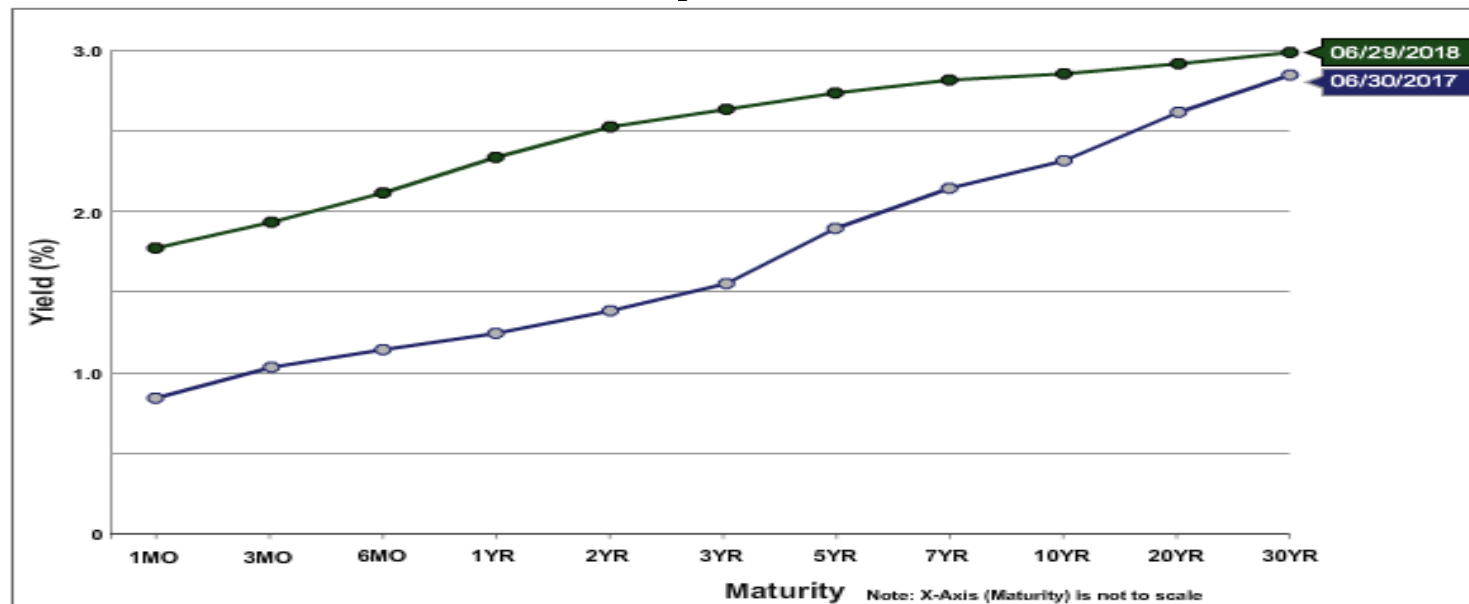




**Portfolio Investment Report
for the Quarter Ending June 30, 2018
CONSOLIDATED INVESTMENT REPORT**

Outstanding Security Portfolio		Purchase Price	Percent (Value)	Market Value
Distribution by Maturity	Number			
1 to 90 days	1	\$ 999,300	6.03%	\$ 999,503.00
91 to 180 days	1	\$ 1,000,580	6.03%	\$ 997,102.00
181 to 365 days	3	\$ 2,999,812	18.09%	\$ 2,981,000.00
Over 365 days	11	\$ 11,582,619	69.85%	\$ 11,497,313.20
Total	16	\$ 16,582,311	100%	\$ 16,474,918

Treasury Yield Curve



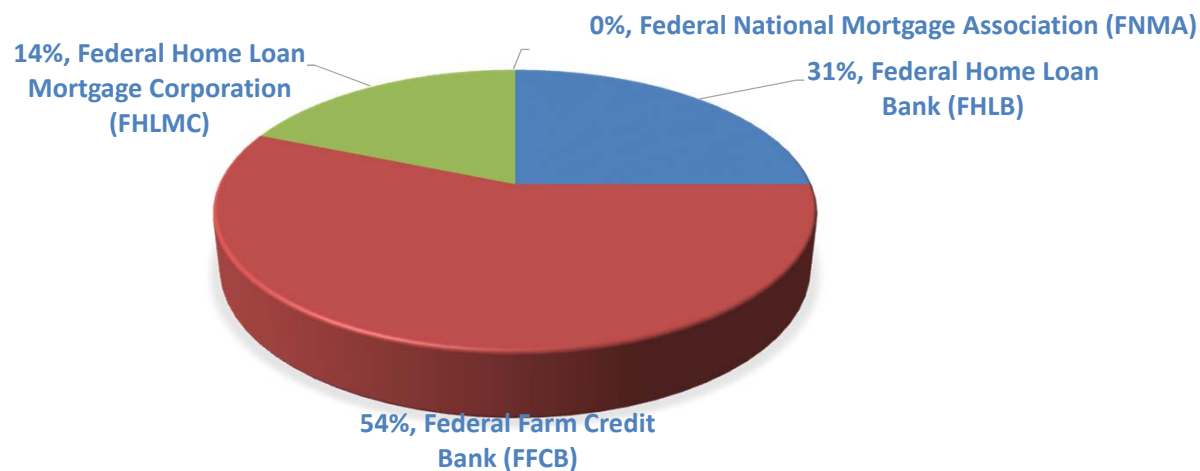
Source: <https://www.treasury.gov/resource-center/data-chart-center/interest-rates/Pages/Historic-Yield-Data-Visualization.aspx>



**Portfolio Investment Report
for the Quarter Ending June 30, 2018
CONSOLIDATED INVESTMENT REPORT**

Outstanding Security Portfolio		Purchase Price	Percent (Value)	Market Value
Distribution by Type of Investment	Number			
Federal Home Loan Bank (FHLB)	4	\$5,197,645	31%	\$5,151,299
Federal Farm Credit Bank (FFCB)	9	\$8,989,796	54%	\$8,958,343
Federal Home Loan Mortgage Corporation (FHLMC)	3	\$2,394,870	14%	\$2,365,276
Federal National Mortgage Association (FNMA)	0	\$0	0%	\$0
Total	16	\$ 16,582,311	100%	\$ 16,474,918

INVESTMENT SECURITY DISTRIBUTION BY TYPE



Federal Home Loan Bank
Federal Farm Credit Bank
Federal Home Loan Mortgage Corporation
Federal National Mortgage Association

S&P	Moody's
AA+	Aaa
AA+	Aaa
AA+	Aaa
AA+	Aaa

AA+ = high quality, very low credit risk
Aaa = highest quality, lowest level of credit risk

ALL FUNDS CASH & INVESTMENT REPORTS

CITY OF COLLEYVILLE
ALL FUNDS CASH & INVESTMENT REPORT - TOTAL BY FUND

	CASH	LOGIC	TEXPOOL	CASH & INVESTMENT INVESTMENTS	CDARS	CD'S	AS OF June 30, 2018 Ran 8.16.18
GOVERNMENTAL FUNDS							
001 GENERAL FUND	\$ 7,866,972	\$ 538,407	\$ -	\$ 3,794,835	\$ 2,044,165	\$ 744,000	\$ 14,988,380
036 STRATEGIC INITIATIVE	38,582	497,998	-	-	-	-	536,580
004 DEBT SERVICE FUND	734,772	34,828	-	-	-	-	769,600
003 CAPITAL PROJECTS	13,232,879	261,509	-	2,289,216	508,787	-	16,292,391
012 PARK LAND DEDICATION	113,520	-	-	1,325,973	-	-	1,439,493
032 VEHICLE AND CAPITAL REPLACEMENT	842,400	84,196	-	514,300	-	-	1,440,896
034 COLLEYVILLE TOMORROW	606,948	1,715,461	-	125,092	-	-	2,447,500
035 PARKS TOMORROW	2,331	1,044,127	-	-	-	-	1,046,458
005 VOLUNTARY PARK FUND	303,348	-	-	750,000	-	-	1,053,348
007 DONATIONS FUND	60,789	-	-	-	-	-	60,789
011 VOLUNTARY LIBRARY FUND	84,711	-	-	359,643	-	-	444,353
015 POLICE ASSET FORFEITURE	13,378	-	-	-	-	-	13,378
016 GRANTS (ADVANCE PAYMENTS)	(20,262)	-	-	-	-	-	(20,262)
018 TREE PRESERVATION	316,668	-	-	-	-	-	316,668
019 LIBRARY DONATION	141,644	-	-	-	-	-	141,644
020 RECREATIONAL EVENT	19,341	-	-	-	-	-	19,341
023 LEOSE	2,164	-	-	-	-	-	2,164
027 CRIME DISTRICT	177,590	781,919	-	-	-	-	959,509
028 KIDSVILLE MAINTENANCE	5,813	-	-	-	-	-	5,813
029 COURT TECHNOLOGY	7,196	-	-	-	-	-	7,196
030 COURT SECURITY	63,256	-	-	-	-	-	63,256
033 PUBLIC ART	7,904	-	-	-	-	-	7,904
037 JUVENILE CASE MANAGER	14,908	-	-	-	-	-	14,908
038 HOTEL / MOTEL FUND	257,143	-	-	-	-	-	257,143
ENTERPRISE FUNDS							
002 UTILITY FUND	\$ 1,895,783	\$ 2,716,357	\$ -	\$ 2,698,792	\$ 512,403	\$ -	\$ 7,823,335
039 UTILITY CAPITAL PROJECTS FUND	7,297,586	2,976,954	-	62,117	-	-	10,336,657
017 DRAINAGE FEE	599,495	1,511,412	-	400,000	-	-	2,510,907
FIDUCIARY FUNDS							
006 SESQUICENTINIAL FUND	\$ 20,868	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,868
008 EMPLOYEE ACTIVITY	5,012	-	-	-	-	-	5,012
040 INSURANCE TRUST FUND (ADV PMNT)	(42,105)	-	-	-	-	-	(42,105)
COMPONENT UNIT							
026 TIF FUND	\$ 4,836,434	\$ 13,222,517	\$ -	\$ 2,762,344	\$ -	\$ -	\$ 20,821,295
	\$ 39,507,068	\$ 25,385,685	\$ -	\$ 15,082,311	\$ 3,065,355	\$ 744,000	\$ 83,784,418
COLLEYVILLE ECON DEV CORP							
024 CEDC	\$ 1,828,930	\$ 1,026,869	\$ -	\$ 1,500,000	\$ -	\$ -	\$ 4,355,799
GRAND TOTAL							
	\$ 41,335,998	\$ 26,412,554	\$ -	\$ 16,582,311	\$ 3,065,355	\$ 744,000	\$ 88,140,218

COLOR CODE
DEBT SERVICE FUNDS
CAPITAL PROJECT FUNDS
SPECIAL REVENUE FUNDS
ENTERPRISE FUNDS
FIDUCIARY FUNDS

Cash and cash equivalents are just one aspect of the City's overall financial status, and it is necessary to look at the complete financial statements/CAPR for a comprehensive assessment.
This is a management report prepared not in accordance with GASB

CITY OF COLLEYVILLE
ALL FUNDS CASH & INVESTMENT REPORT - RESTRICTIONS BY FUND

		CASH & INVESTMENTS				AS OF June 30, 2018 Ran 8.16.18
		Available Unrestricted	Available for Restricted Purpose	Approved Projects	Restricted Unavailable	
GOVERNMENTAL FUNDS						
001	GENERAL FUND	14,870,918	32,548	-	84,913	14,988,380
036	STRATEGIC INITIATIVE	536,580	-	-	-	536,580
004	DEBT SERVICE FUND	-	769,600	-	-	769,600
003	CAPITAL PROJECTS	6,430,312	6,815,625	2,895,832	150,623	16,292,391
012	PARK LAND DEDICATION	-	1,439,493	-	-	1,439,493
032	VEHICLE AND CAPITAL REPLACEMENT	-	1,440,896	-	-	1,440,896
034	COLLEYVILLE TOMORROW	2,447,500	-	-	-	2,447,500
035	PARKS TOMORROW	1,046,458	-	-	-	1,046,458
005	VOLUNTARY PARK FUND	-	1,053,348	-	-	1,053,348
007	DONATIONS FUND	-	60,789	-	-	60,789
011	VOLUNTARY LIBRARY FUND	-	444,353	-	-	444,353
015	POLICE ASSET FORFEITURE	-	13,378	-	-	13,378
016	GRANTS	-	(20,262)	-	-	(20,262)
018	TREE PRESERVATION	-	316,668	-	-	316,668
019	LIBRARY DONATION	-	141,644	-	-	141,644
020	RECREATIONAL EVENT	-	19,341	-	-	19,341
023	LEOSE	-	2,164	-	-	2,164
027	CRIME DISTRICT	-	959,509	-	-	959,509
028	KIDSVILLE MAINTENANCE	-	5,813	-	-	5,813
029	COURT TECHNOLOGY	-	7,196	-	-	7,196
030	COURT SECURITY	-	63,256	-	-	63,256
033	PUBLIC ART	-	7,904	-	-	7,904
037	JUVENILE CASE MANAGER	-	14,908	-	-	14,908
038	HOTEL / MOTEL FUND	-	257,143	-	-	257,143
ENTERPRISE FUNDS						
002	UTILITY FUND	7,350,652	-	-	472,683	7,823,335
039	UTILITY CAPITAL PROJECTS FUND	4,404,426	4,079,736	1,790,378	62,117	10,336,657
017	DRAINAGE FEE	2,387,911	-	-	122,996	2,510,907
FIDUCIARY FUNDS						
006	SEQUICENTINIAL FUND	-	20,868	-	-	20,868
008	EMPLOYEE ACTIVITY	-	-	-	5,012	5,012
040	INSURANCE TRUST FUND	-	-	-	(42,105)	(42,105)
COMPONENT UNIT						
026	TIF FUND	18,933,417	-	1,887,878	-	20,821,295
		58,408,174	17,945,918	6,574,088	856,239	83,784,418
COLLEYVILLE ECON DEV CORP						
024	CEDC	\$ 4,355,799	\$ -	\$ -	\$ -	\$ 4,355,799
GRAND TOTAL		62,763,973	17,945,918	6,574,088	856,239	88,140,218

COLOR CODE
DEBT SERVICE FUNDS
CAPITAL PROJECT FUNDS
SPECIAL REVENUE FUNDS
ENTERPRISE FUNDS
FIDUCIARY FUNDS

Cash and cash equivalents are just one aspect of the City's overall financial status, and it is necessary to look at the complete financial statements/CAFR for a comprehensive assessment.
This is a management report prepared not in accordance with GASB

CITY FUNDS - BACKGROUND

GOVERNMENTAL FUNDS	REVENUE SOURCE	PURPOSE/RESTRICTION
001 GENERAL FUND	M&O portion of tax rate, sales tax, charges for service, etc.	General government purposes
036 STRATEGIC INITIATIVES	Transfers from the General Fund	Programs/projects linked to the strategic plan; primarily used on eco. dev. incentives
004 DEBT SERVICE	Debt (I&S) portion of the tax rate	Payments on debt issued
003 CAPITAL PROJECTS	Transfers from the General Fund, street impact fees, escrows	Capital projects; some funding sources have restricted uses
012 PARK LAND DEDICATION	Fees on new residential & commercial development	Acquisition of land for new park sites or improvements/expansions of existing parks (no M&O)
032 VEHICLE AND CAPITAL REPLACEMENT	Transfers from the General Fund	Committed to server, equipment, and vehicle replacements
034 COLLEYVILLE TOMORROW	Gas leases on City property	Capital purchases/at Council discretion
035 PARKS TOMORROW	Gas leases on City park property	Parks capital projects
005 VOLUNTARY PARK FUND	Donations through utility bills	New or existing park capital costs (no M&O)
007 DONATIONS FUND	Donations	Only restricted if specified by donor
011 VOLUNTARY LIBRARY FUND	Donations through utility bills	Library activities- primarily purchase of books and materials (no M&O)
015 POLICE ASSET FORFEITURE	Seizures	Police operations as restricted by law
016 TDPA GRANT (EECBG GRANT)	U.S. Dept. of Energy	Energy efficiency projects
018 TREE PRESERVATION	Tree mitigation fees	Tree replanting on city-owned property
019 LIBRARY DONATION	Donations	Library needs or as specified by donor
020 RECREATIONAL EVENT	Event revenue (like sale of tables)	Special events expenses
023 LEOSE	State of Texas	Police training
027 CRIME DISTRICT (CCCPD)	0.5 cent sales tax	Public safety and crime control activities
028 KIDSVILLE MAINTENANCE	Remaining donations	Kidsville maintenance
029 COURT TECHNOLOGY	Municipal court technology fee	Court technology repairs, replacements, and upgrades
030 COURT SECURITY	Municipal court building security fee	Security-related expenses for the court (Bailiff)
033 PUBLIC ART	2008-9 Transfers from General, Utility, Drainage, CEDC Funds	Public Art
037 JUVENILE CASE MANAGER	Juvenile case manager fee	Staff who handle juvenile defendants and their training
038 HOTEL/MOTEL FUND	Hotel/Motel tax	Attract "heads in beds"; specific uses outlined in state law
ENTERPRISE FUNDS		
002 UTILITY OPERATING FUND	Water and wastewater base rates and volumetric rates	Utility operations and payments to TRA
039 UTILITY CAPITAL PROJECTS FUND	Transfers from Utility Operating Fund, impact fees, CIP base rate	Utility capital projects; water and wastewater impact fees have restricted uses
017 DRAINAGE FEE FUND	Monthly drainage fee	Operations and capital projects related to drainage maintenance and improvement
FIDUCIARY FUNDS		
006 SESQUICENTINIAL FUND	Currently, sale of the Colleyville History book	Created for fund raising for festivities related to 150th anniversary of Texas' independence from Mexico (1986)
008 EMPLOYEE ACTIVITY	Employee contributions	Employee luncheons and other employee activities; governed by by-laws
040 INSURANCE TRUST FUND	Payroll deductions and city's contributions	Pass through trust fund used to account for employee insurance costs. Created cost savings for the city.
COMPONENT UNIT		
026 TIF FUND	Incremental A/V revenue in the TIF District	Projects in the Project Plan approved by all TIF partners
COLLEYVILLE ECON DEV CORP		
024 CEDC	0.5 cent sales tax	For Library, Parks, and Colleyville Center; max. 10% on promotional expenses and special events
025 CEDC - CAPITAL	Bond proceeds	Bond projects: Library, City Park, McPherson Park, Colleyville Center capital projects
COLOR CODE		
DEBT SERVICE FUNDS		
CAPITAL PROJECT FUNDS		
SPECIAL REVENUE FUNDS		
ENTERPRISE FUNDS		
FIDUCIARY FUNDS		

LISTING OF INVESTMENTS

BY TYPE

CDARS CERTIFICATES OF DEPOSIT

FUND ALLOCATION	AMOUNT	PURCHASE DATE	MATURITY DATE	INTEREST RATE	INTEREST EARNED DURING QUARTER
UTILITY FUND	\$512,403	7/27/2017	7/25/2019	0.40%	\$511
GENERAL FUND	\$1,534,117	9/21/2017	9/20/2018	0.60%	\$2,288
GENERAL FUND	\$510,048	9/22/2016	9/20/2018	0.50%	\$636
CAPITAL PROJECTS	\$508,787	9/21/2017	9/19/2019	0.58%	\$736
PURCHASED DURING THIS QUARTER					
NA					\$0
OUTSTANDING CDARS AT THE END OF THE QUARTER		\$3,065,355			\$4,171
MATURED DURING THIS QUARTER					
GENERAL FUND	\$510,929	6/23/2016	6/21/2018	0.40%	\$459
CDARS MATURED DURING THE QUARTER		\$510,929			\$459
GRAND TOTAL		3,576,284			4,630

CD'S - CERTIFICATES OF DEPOSIT

FUND ALLOCATION	AMOUNT	PURCHASE DATE	MATURITY DATE	INTEREST RATE	INTEREST EARNED DURING QUARTER
GENERAL FUND - CITIBANK	\$248,000	3/29/2018	3/30/2020	2.50%	\$1,546
GENERAL FUND - MORGAN STANLEY BANK	\$248,000	3/29/2018	3/30/2020	2.55%	\$1,577
GENERAL FUND - GOLDMAN SACHS BANK	\$248,000	4/11/2018	4/13/2020	2.55%	\$1,577
PURCHASED DURING THIS QUARTER					
NA					\$0
OUTSTANDING CD'S AT THE END OF THE QUARTER	\$744,000				\$4,699
MATURED DURING THIS QUARTER					
NA					\$0
CD'S MATURED DURING THE QUARTER	-				-
GRAND TOTAL	744,000				4,699

CITY OF COLLEYVILLE INVESTMENT SECURITIES HELD MARCH 31 - JUNE 30, 2018

CUSIP	SECURITY	PURCHASE DATE	MATURITY DATE	PURCHASE PRICE	PAR VALUE	MARKET VALUE 3/31/2018	LESS MATURITY PROCEEDS	PLUS PERIOD PURCHASES	MARKET VALUE 6/30/2018	YIELD ON INVESTMENT	INTEREST	INTEREST TO MATURITY
3133EGML6	FFCB NOTE	7/18/2016	7/18/2018	\$999,300	\$1,000,000	\$996,722			\$999,503	0.785%	\$1,957	\$15,700
3133EFX69	FFCB NOTE	10/17/2016	10/5/2018	\$1,000,580	\$1,000,000	\$995,209			\$997,102	0.930%	\$2,319	\$18,294
3133EG5Q4	FFCB NOTE	2/1/2017	2/1/2019	\$1,000,000	\$1,000,000	\$993,463			\$994,737	1.300%	\$3,241	\$26,000
3133EHHN6	FFCB NOTE	5/3/2017	5/2/2019	\$1,000,000	\$1,000,000	\$991,392			\$992,031	1.350%	\$3,366	\$26,963
3130AAS41	FHLB NOTE	3/24/2017	2/8/2019	\$999,812	\$1,000,000	\$992,693			\$994,232	1.280%	\$3,191	\$24,057
3133EHP98	FFCB NOTE	11/6/2017	11/6/2019	\$1,000,000	\$1,000,000	\$989,790			\$988,254	1.600%	\$3,989	\$32,000
3137EAEH8	FHLMC NOTE	7/31/2017	8/15/2019	\$500,000	\$500,000	\$494,179			\$494,145	1.475%	\$1,839	\$15,053
313380FB8	FHLB NOTE	8/29/2017	9/13/2019	\$1,000,000	\$1,000,000	\$987,714			\$988,026	1.375%	\$3,428	\$28,065
3137EADM8	FHLMC NOTE	9/14/2017	10/2/2019	\$998,788	\$1,000,000	\$907,619			\$907,435	1.250%	\$3,116	\$25,616
3137EADM8	FHLMC NOTE	10/13/2017	10/2/2019	\$896,082	\$900,000	\$963,892			\$963,696	1.475%	\$3,310	\$26,150
3130ACLS1	FHLB NOTE	10/26/2017	10/11/2019	\$2,200,000	\$2,200,000	\$2,176,574			\$2,175,149	1.550%	\$8,501	\$66,794
3133EHV75	FFCB NOTE	12/8/2017	11/21/2019	\$749,711	\$750,000	\$743,510			\$742,176	1.730%	\$3,235	\$25,346
3133EGJ30	FFCB NOTE	12/29/2017	11/18/2019	\$1,238,775	\$1,255,000	\$1,232,312			\$1,255,000	1.100%	\$3,442	\$26,059
3133EJCN7	FFCB NOTE	2/14/2018	2/14/2020	\$1,000,000	\$1,000,000	\$995,119			\$992,624	2.070%	\$5,161	\$41,400
3130ADN32	FHLB NOTE	3/7/2018	2/11/2020	\$997,834	\$1,000,000	\$995,858			\$993,892	2.240%	\$5,585	\$43,327
PURCHASED DURING THIS QUARTER												
3133EJHL6	FFCB NOTE	4/9/2018	3/27/2020	\$1,001,430	\$1,000,000				\$996,916	2.300%	\$5,167	\$45,244
OUTSTANDING SECURITIES AT THE END OF THE QUARTER				16,582,311	16,605,000	15,456,047	-	-	16,474,918		60,846	486,068
MATURED DURING THIS QUARTER												
3137EAEA3	FHLMC NOTE	4/12/2016	4/9/2018	\$999,850	\$1,000,000	\$999,806	\$1,000,000			0.785%	\$194	\$15,635
3136G0V57	FNMA NOTE	5/9/2016	4/30/2018	\$1,003,700	\$1,000,000	\$999,464	\$1,000,000			0.300%	\$247	\$5,926
3133EGAF2	FFCB NOTE	5/20/2016	5/16/2018	\$997,400	\$1,000,000	\$998,898	\$1,000,000			0.630%	\$794	\$12,531
3130A8EJ8	FHLB NOTE	6/10/2016	6/5/2018	\$1,200,000	\$1,200,000	\$1,198,003	\$1,200,000			0.811%	\$1,760	\$19,331
313379DT3	FHLB NOTE	7/5/2017	6/8/2018	\$1,000,240	\$1,000,000	\$999,014	\$1,000,000			1.072%	\$2,027	\$9,927
SECURITIES MATURED DURING THE QUARTER				5,201,190	5,200,000	5,195,185	5,200,000				5,020	63,350
GRAND TOTAL				21,783,501	21,805,000	20,651,232	5,200,000	-	16,474,918		65,866	549,418

CITY OF COLLEYVILLE
GENERAL LEDGER SECURITIES ALLOCATION

ACCOUNT	ALLOCATION OF INVESTMENT	INVESTMENT- G/L TOTAL
001-1172	GENERAL FUND OPERATING	\$3,794,835.42
002-1166	UTILITY DEBT SERVICE RESERVE	\$0.00
002-1172	UTILITY FUND OPERATING	\$2,226,108.70
002-1178	CUSTOMER DEPOSITS	\$472,683.04
039-1186	UTILITY LINE RENEWAL	\$0.00
039-1557	THE RESERVE LIFT STATION	\$62,116.76
003-1121	INV-PERIMETER FEES	\$1,965,370.14
003-1307	INV-ROAD RECONSTRUCTION	\$323,845.40
003-1340	CASTLETON MANOR	\$0.00
005-1172	VOLUNTARY PARK FUND	\$750,000.00
011-1172	LIBRARY DONATIONS FUND	\$359,642.52
012-1172	PARK LAND DEDICATION FUND	\$1,325,973.26
017-1172	DRAINAGE FUND OPERATING	\$400,000.00
024-1172	CEDC OPERATING	\$1,500,000.00
026-1172	TIF OPERATING	\$2,762,344.19
032-1519	CAPITAL EQUIPMENT RESERVE	\$514,300.00
034-1172	COLLEYVILLE TOMORROW	\$125,091.76
PER GENERAL LEDGER		\$16,582,311.19

INVESTMENT		FFCB NOTE	FFCB NOTE	FFCB NOTE	FHLB NOTE	FFCB NOTE	TREASURY NOTE	FHLB NOTE	FHLMC NOTE
DATE ACQUIRED		18-Jul-16	17-Oct-16	01-Feb-17	24-Mar-17	03-May-17	31-Jul-17	29-Aug-17	14-Sep-17
MATURITY DATE		18-Jul-18	05-Oct-18	01-Feb-19	08-Feb-19	02-May-19	15-Aug-19	13-Sep-19	02-Oct-19
26 WEEK T-BILL AUCTION DISCOUNT/WEEK OF PURCHASE		0.430%	0.480%	0.640%	0.870%	0.980%	1.110%	1.130%	1.170%
YIELD TO MATURITY		0.785%	0.930%	1.300%	1.280%	1.350%	1.475%	1.375%	1.250%
CUSIP#		3133EGML6	3133EFX69	3133EG5Q4	3130AAS41	3133EHHN6	3137EAEH8	313380FB8	3137EADM8
ACCOUNT	ALLOCATION OF INVESTMENT								
001-1172	GENERAL FUND OPERATING		0.00	1,000,000.00	500,000.00				
002-1166	UTILITY DEBT SERVICE RESERVE								
002-1172	UTILITY FUND OPERATING							2,465.01	
002-1178	CUSTOMER DEPOSITS								
039-1186	UTILITY LINE RENEWAL								
039-1557	THE RESERVE LIFT STATION							62,116.76	
003-1121	INV-PERIMETER FEES							712,932.38	998,788.00
003-1307	INV-ROAD RECONSTRUCTION							222,485.85	
003-1340	CASTLETON MANOR								
005-1172	VOLUNTARY PARK FUND								
011-1172	LIBRARY DONATIONS FUND		359,642.52						
012-1172	PARK LAND DEDICATION FUND		115,973.26						
017-1172	DRAINAGE FUND OPERATING	200,000.00							
024-1172	CEDC OPERATING					1,000,000.00	500,000.00		
026-1172	TIF OPERATING	549,300.00	499,872.46		499,811.73				
032-1519	CAPITAL EQUIPMENT RESERVE	150,000.00							
034-1172	COLLEYVILLE TOMORROW	100,000.00	25,091.76						
PER GENERAL LEDGER		999,300.00	1,000,580.00	1,000,000.00	999,811.73	1,000,000.00	500,000.00	1,000,000.00	998,788.00

INVESTMENT		FHLMC NOTE	FHLB	FFCB NOTE	FFCB NOTE	FFCB NOTE	FFCB NOTE	FHLB NOTE	FFCB NOTE
DATE ACQUIRED		13-Oct-17	26-Oct-17	06-Nov-17	08-Dec-17	29-Dec-17	14-Feb-18	07-Mar-18	09-Apr-18
MATURITY DATE		02-Oct-19	11-Oct-19	06-Nov-19	21-Nov-19	18-Nov-19	14-Feb-20	11-Feb-20	27-Mar-20
26 WEEK T-BILL AUCTION DISCOUNT/WEEK OF PURCHASE		1.250%	1.260%	1.280%	1.420%	1.500%	1.770%	1.830%	0.520%
YIELD TO MATURITY		1.475%	1.550%	1.600%	1.730%	1.100%	2.070%	2.240%	2.300%
CUSIP#		3137EADM8	3130ACLS1	3133EHP98	3133EHV75	3133EGJ30	3133EJCN7	3130ADN32	3133EJHL6
ACCOUNT	ALLOCATION OF INVESTMENT								
001-1172	GENERAL FUND OPERATING				0.00	255,571.93	1,000,000.00	37,833.62	1,001,429.87
002-1166	UTILITY DEBT SERVICE RESERVE					0.00			
002-1172	UTILITY FUND OPERATING	18,422.28	500,000.00	250,985.36	503,143.19	951,092.86			
002-1178	CUSTOMER DEPOSITS			194,005.33	246,567.66	32,110.05			
039-1186	UTILITY LINE RENEWAL								
039-1557	THE RESERVE LIFT STATION								
003-1121	INV-PERIMETER FEES			253,649.76					
003-1307	INV-ROAD RECONSTRUCTION			101,359.55					
003-1340	CASTLETON MANOR			0.00					
005-1172	VOLUNTARY PARK FUND		500,000.00					250,000.00	
011-1172	LIBRARY DONATIONS FUND								
012-1172	PARK LAND DEDICATION FUND		300,000.00	200,000.00				710,000.00	
017-1172	DRAINAGE FUND OPERATING		200,000.00						
024-1172	CEDC OPERATING								
026-1172	TIF OPERATING	513,360.00	700,000.00						
032-1519	CAPITAL EQUIPMENT RESERVE	364,300.00							
034-1172	COLLEYVILLE TOMORROW								
PER GENERAL LEDGER		896,082.28	2,200,000.00	1,000,000.00	749,710.85	1,238,774.84	1,000,000.00	997,833.62	1,001,429.87

LOCAL GOVERNMENT INVESTMENT COOPERATIVE / "LOGIC"
ACCOUNT ALLOCATION AT JUNE 2018

DESCRIPTION	BALANCE
<u>GENERAL FUND</u>	
LOGIC POOL- OPERATING CASH	\$538,407
<u>UTILITY FUND</u>	
LOGIC POOL- OPERATING CASH	\$2,716,357
<u>UTILITY FUND - CAPITAL PROJECTS</u>	
LOGIC POOL- WATER IMPACT FEES	\$2,295,650
LOGIC-RES CASH-UTILITY LINE RE	\$1,180
LOGIC - WW IMPACT FEES	\$680,124
<u>CAPITAL PROJECTS FUND</u>	
LOGIC POOL-ROADS SA I CASH	\$21,798
LOGIC-CAPITAL PROJ/STREET RESU	\$239,711
<u>DEBT SERVICE FUND</u>	
LOGIC POOL- OPERATING CASH	\$34,828
<u>DRAINAGE FUND</u>	
LOGIC POOL- OPERATING CASH	\$1,388,416
LOGIC- I&S FUND/DRAINAGE	\$122,996
LOGIC-2001 DRAINAGE BONDS	\$0
<u>TIF FUND</u>	
LOGIC POOL- OPERATING CASH	\$13,222,517
LOGIC-2001 TIF BONDS/CITY HALL	\$0
<u>CCCPD FUND</u>	
LOGIC POOL- OPERATING CASH	\$781,919
LOGIC - 99 CO BONDS	\$0

LOCAL GOVERNMENT INVESTMENT COOPERATIVE / "LOGIC"
ACCOUNT ALLOCATION AT JUNE 2018

CAPITAL EQUIPMENT REPLACEMENT FUND

LOGIC POOL- OPERATING CASH \$84,196

COLLEYVILLE TOMORROW FUND

LOGIC POOL- OPERATING CASH \$1,715,461

PARKS TOMORROW FUND

LOGIC POOL- OPERATING CASH \$1,044,127

STRATEGIC INITIATIVES FUND

LOGIC POOL- OPERATING CASH \$497,998

Subtotal - LOGIC balances excluding CEDC **\$25,385,685**

CEDC Logic Balance

LOGIC POOL- OPERATING CASH \$1,026,869

LOGIC - 97 BONDS \$0

Total LOGIC Balance **\$26,412,554**

INTEREST EARNED	\$132,669
------------------------	------------------



LOGIC Newsletter

June 2018

Performance

As of June 30, 2018

Current Invested Balance	\$6,880,746,236.77
Weighted Average Maturity (1)*	30 Days
Weighted Average Maturity (2)*	63 Days
Net Asset Value	1.000058
Total Number of Participants	571
Management Fee on Invested Balance	0.0975%
Interest Distributed	\$12,663,149.74
Management Fee Collected	\$560,439.82
% of Portfolio Invested Beyond 1 Year	0.00%
Standard & Poor's Current Rating	AAAm

June Averages:

Average Invested Balance	\$6,986,546,746.13
Average Monthly Yield, on a simple basis	2.1078%
Average Weighted Average Maturity (1)*	28 Days
Average Weighted Average Maturity (2)*	64 Days

*Definition of Weighted Average Maturity (1) & (2)

- (1) This weighted average maturity calculation uses the SEC Rule 2a-7 definition for stated maturity for any floating rate instrument held in the portfolio to determine the weighted average maturity for the pool. This Rule specifies that a variable rate instrument to be paid in 397 calendar days or less shall be deemed to have a maturity equal to the period remaining until the next readjustment of the interest rate.
- (2) This weighted average maturity calculation uses the final maturity of any floating rate instruments held in the portfolio to calculate the weighted average maturity for the pool.

Rates reflect historical information and are not an indication of future performance.

News

New Participants

We would like to welcome the following entities who joined the LOGIC program in June:

- ★ Sabine County
- ★ Trinity County
- ★ Wheeler County

Audit Confirmations

Please provide our address to your auditors for any audit confirmations they may send to LOGIC regarding your account.

LOGIC Participant Services
1201 Elm Street, Suite 3500
Dallas, Texas 75270

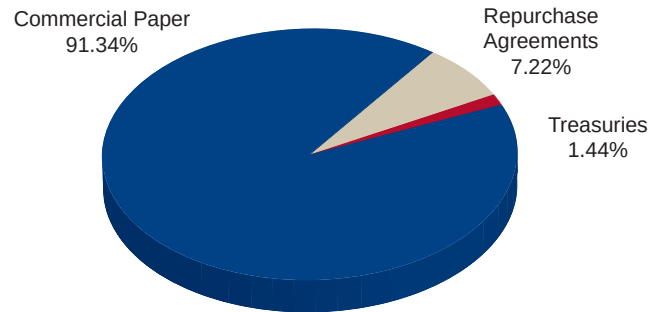
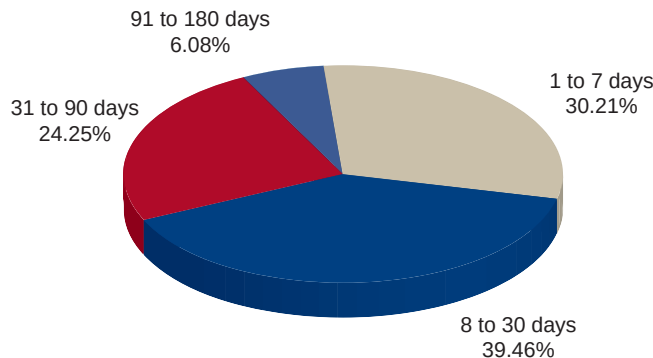
Economic Commentary

After a typical seasonally slower first quarter, U.S. growth rebounded in the second quarter as Europe and Japan struggled to regain momentum. Markets reacted nervously to further escalation in the China-U.S. trade dispute, a recommitment by China to retaliate in kind to U.S. tariffs, a widening of the scope of tariffs by the U.S., and China's comments that it will target U.S. firms' operations in China. Negotiations between Washington and Beijing were largely unsuccessful, culminating in the Trump administration threatening to impose tariffs on up to \$450 billion of Chinese goods. However, so far, 25% tariffs on \$34 billion of Chinese imports are set to go into effect in early July. Additionally, the steel/aluminum tariff exemptions granted in March to the European Union, Canada and Mexico were allowed to expire, prompting retaliation against a variety of U.S. goods. The Federal Reserve (Fed) raised rates by 25bps to 1.75%-2.00% at its June Federal Open Market Committee (FOMC) meeting, a move that was widely anticipated. However, the median interest rate forecast "dot plot" increased from a total of three to four hikes in 2018, a decision that was more hawkish than expected. In addition, starting in January 2019 there will be a press conference after every meeting. The description of the economy was upbeat and there was no longer a reference to inflation expectations being low in the statement. Unemployment rate projections were lowered further while growth and inflation for 2018 were revised up slightly.

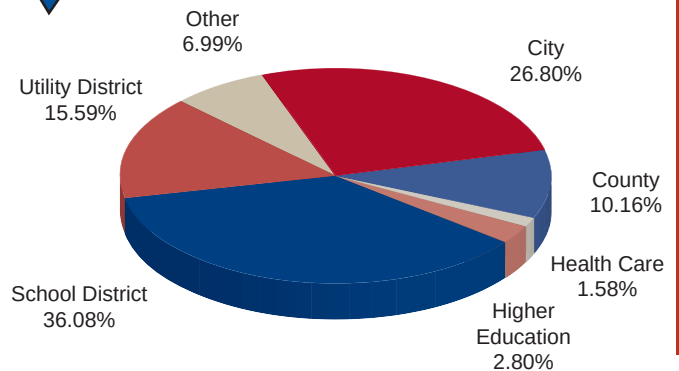
A deep dive into the data tells us the global economy is just fine. The U.S. should likely post about 4% GDP growth in the second quarter and 3.5% over the balance of 2018, with the labor market likely to be especially tight. Our base case scenario remains above trend growth. Although the Fed has been raising rates for 2 ½ years, and will likely end the hiking cycle in 12 to 18 months with the fed funds rate at about 3%, the impact of U.S. tax reform and fiscal stimulus has yet to be fully felt. While we expect 3.5% 10-year Treasury yields at the end of 2018, our quantitative models are still flashing 4%. Low global real rates, U.S. stimulus and a stable global banking system don't seem to be the ingredients of recession. Although the trade and tariff front and geopolitical risks remain in flux, perhaps the biggest risk to the market will occur in the fourth quarter, when the Fed finishes transforming quantitative easing (QE) to quantitative tightening (QT) and the aggregate central bank balance sheet shifts from net expansion to contraction. Then we will see if QE was more about asset price inflation than price inflation.

This information is an excerpt from an economic report dated June 2018 provided to LOGIC by JPMorgan Asset Management, Inc., the investment manager of the LOGIC pool.

Portfolio by Type of Investment As of June 30, 2018



Portfolio by Maturity As of June 30, 2018



Distribution of Participants by Type As of June 30, 2018

Historical Program Information

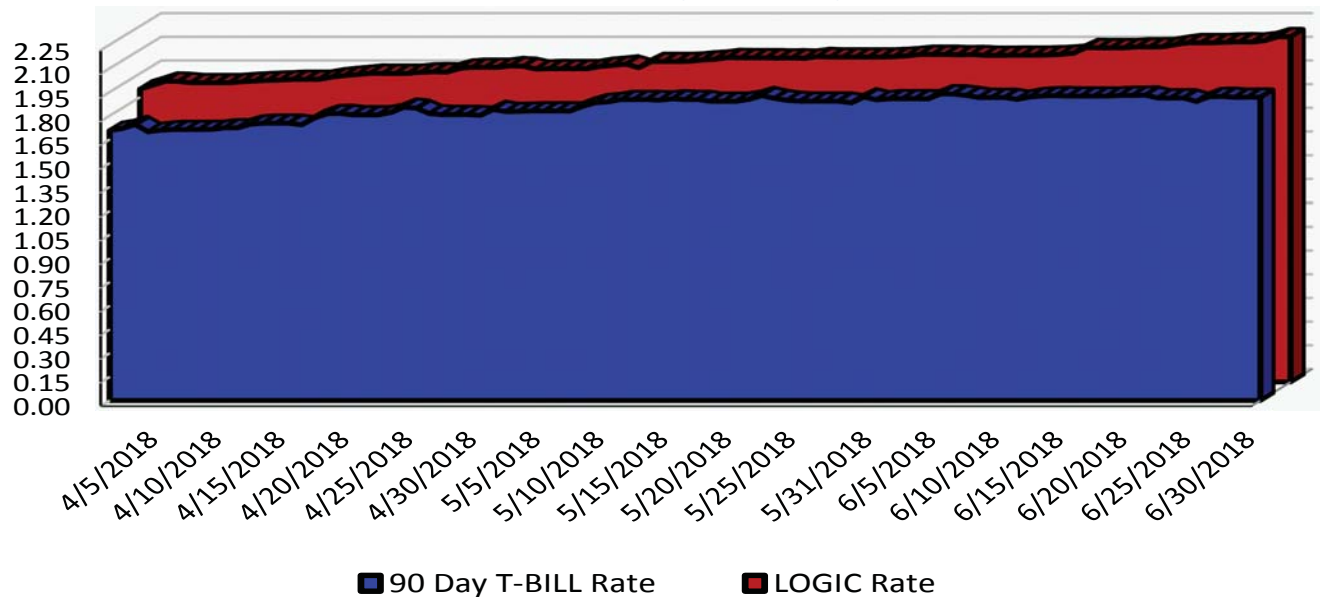
Month	Average Rate	Book Value	Market Value	Net Asset Value	WAM (1)*	WAM (2)*	Number of Participants
Jun 18	2.1078%	\$6,880,746,236.77	\$6,881,359,093.55	1.000058	28	64	571
May 18	2.0273%	6,972,924,126.20	6,973,895,573.35	1.000139	30	66	568
Apr 18	1.9293%	6,434,872,331.82	6,434,646,379.96	0.999964	28	66	565
Mar 18	1.7228%	6,902,175,938.22	6,900,336,026.44	0.999705	28	71	563
Feb 18	1.5898%	7,170,298,263.14	7,170,001,932.73	0.999958	29	78	563
Jan 18	1.5224%	7,365,857,458.60	7,365,850,519.17	0.999999	29	80	561
Dec 17	1.3784%	6,465,455,192.00	6,464,452,719.35	0.999820	29	76	559
Nov 17	1.2913%	6,037,285,391.70	6,037,616,463.25	1.000054	35	75	557
Oct 17	1.2845%	6,047,571,709.48	6,047,976,206.51	1.000066	42	75	556
Sep 17	1.2827%	5,995,123,374.79	5,995,667,106.47	1.000070	40	77	551
Aug 17	1.2660%	5,912,248,825.24	5,912,933,387.09	1.000115	32	70	548
Jul 17	1.2408%	6,097,733,914.84	6,098,596,876.56	1.000141	29	71	543

Portfolio Asset Summary as of June 30, 2018

	Book Value	Market Value
Uninvested Balance	\$ 208,178.95	\$ 208,178.95
Accrual of Interest Income	2,530,203.32	2,530,203.32
Interest and Management Fees Payable	(12,772,985.06)	(12,772,985.06)
Payable for Investment Purchased	(49,706,791.67)	(49,706,791.67)
Receivable for Investment Sold	0.00	0.00
Repurchase Agreements	501,407,999.90	501,407,999.90
Commercial Paper	6,339,474,297.99	6,340,073,710.11
Government Securities	99,605,333.34	99,618,778.00
Total	\$ 6,880,746,236.77	\$ 6,881,359,093.55

Market value of collateral supporting the Repurchase Agreements is at least 102% of the Book Value. The portfolio is managed by J.P. Morgan Chase & Co. and the assets are safekept in a separate custodial account at the Federal Reserve Bank in the name of LOGIC. The only source of payment to the Participants are the assets of LOGIC. There is no secondary source of payment for the pool such as insurance or guarantee. Should you require a copy of the portfolio, please contact LOGIC Participant Services.

LOGIC versus 90-Day Treasury Bill



This material is for information purposes only. This information does not represent an offer to buy or sell a security. The above rate information is obtained from sources that are believed to be reliable; however, its accuracy or completeness may be subject to change. The LOGIC management fee may be waived in full or in part at the discretion of the LOGIC co-administrators and the LOGIC rate for the period shown reflects waiver of fees. This table represents historical investment performance/return to the customer, net of fees, and is not an indication of future performance. An investment in the security is not insured or guaranteed by the Federal Deposit Insurance Corporation or any other government agency. Although the issuer seeks to preserve the value of an investment at \$1.00 per share, it is possible to lose money by investing in the security. Information about these and other program details are in the fund's Information Statement which should be read carefully before investing. The yield on the 90-Day Treasury Bill ("T-Bill Yield") is shown for comparative purposes only. When comparing the investment returns of the LOGIC pool to the T-Bill Yield, you should know that the LOGIC pool consist of allocations of specific diversified securities as detailed in the respective Information Statements. The T-Bill Yield is taken from Bloomberg Finance L.P. and represents the daily closing yield on the then current 90-day T-Bill. The LOGIC yield is calculated in accordance with regulations governing the registration of open-end management investment companies under the Investment Company Act of 1940 as promulgated from time to time by the federal Securities and Exchange Commission.

Daily Summary for June 2018

Date	Mny Mkt Fund Equiv. [SEC Std.]	Daily Allocation Factor	LOGIC Invested Balance	Market Value Per Share	WAM Days (1)*	WAM Days (2)*
6/1/2018	2.0705%	0.000056727	\$7,003,079,286.19	1.000075	30	65
6/2/2018	2.0705%	0.000056727	\$7,003,079,286.19	1.000075	30	65
6/3/2018	2.0705%	0.000056727	\$7,003,079,286.19	1.000075	30	65
6/4/2018	2.0679%	0.000056655	\$7,039,486,276.81	1.000148	29	65
6/5/2018	2.0697%	0.000056704	\$7,038,207,138.69	1.000150	28	64
6/6/2018	2.0652%	0.000056581	\$7,008,464,635.64	1.000156	28	65
6/7/2018	2.0642%	0.000056553	\$6,982,421,467.41	1.000154	28	65
6/8/2018	2.0654%	0.000056585	\$7,024,765,504.98	1.000078	27	64
6/9/2018	2.0654%	0.000056585	\$7,024,765,504.98	1.000078	27	64
6/10/2018	2.0654%	0.000056585	\$7,024,765,504.98	1.000078	27	64
6/11/2018	2.0675%	0.000056645	\$6,999,517,375.69	1.000131	28	64
6/12/2018	2.0708%	0.000056733	\$7,005,448,024.01	1.000130	28	64
6/13/2018	2.0777%	0.000056924	\$6,967,888,115.45	1.000128	27	64
6/14/2018	2.1142%	0.000057922	\$7,011,042,811.55	1.000137	27	64
6/15/2018	2.1124%	0.000057874	\$6,972,942,559.31	1.000056	26	63
6/16/2018	2.1124%	0.000057874	\$6,972,942,559.31	1.000056	26	63
6/17/2018	2.1124%	0.000057874	\$6,972,942,559.31	1.000056	26	63
6/18/2018	2.1179%	0.000058024	\$6,979,419,062.16	1.000125	25	63
6/19/2018	2.1177%	0.000058019	\$7,006,285,312.08	1.000115	26	63
6/20/2018	2.1191%	0.000058057	\$7,031,374,089.98	1.000111	26	63
6/21/2018	2.1332%	0.000058444	\$6,999,885,502.75	1.000117	29	66
6/22/2018	2.1443%	0.000058749	\$6,973,223,162.33	1.000061	29	66
6/23/2018	2.1443%	0.000058749	\$6,973,223,162.33	1.000061	29	66
6/24/2018	2.1443%	0.000058749	\$6,973,223,162.33	1.000061	29	66
6/25/2018	2.1479%	0.000058846	\$7,015,362,180.46	1.000135	29	64
6/26/2018	2.1501%	0.000058906	\$6,987,835,554.87	1.000136	29	64
6/27/2018	2.1484%	0.000058861	\$6,952,136,721.31	1.000131	28	63
6/28/2018	2.1582%	0.000059129	\$6,888,104,103.16	1.000123	31	65
6/29/2018	2.1829%	0.000059806	\$6,880,746,236.77	1.000058	30	63
6/30/2018	2.1829%	0.000059806	\$6,880,746,236.77	1.000058	30	63
Average	2.1078%	0.000057747	\$6,986,546,746.13		28	64



LOGIC Board

LOGIC Board Members

Philip G. Roberson	Arlington ISD	Board President
Fred L. Werner	Municipal Finance Director	Board Vice President
Vacant	North Texas Municipal Water District	Board Member
Sandra Newby	Tarrant Regional Water District	Board Member
Greg Jordan	City of Grapevine	Board Member

Contacts

For more information contact LOGIC Participant Services ★ 1-800-895-6442 ★ www.logic.org



J.P.Morgan
Asset Management

EYE ON THE ECONOMY

Dallas–Fort Worth Economic Indicators

Federal Reserve
Bank of Dallas

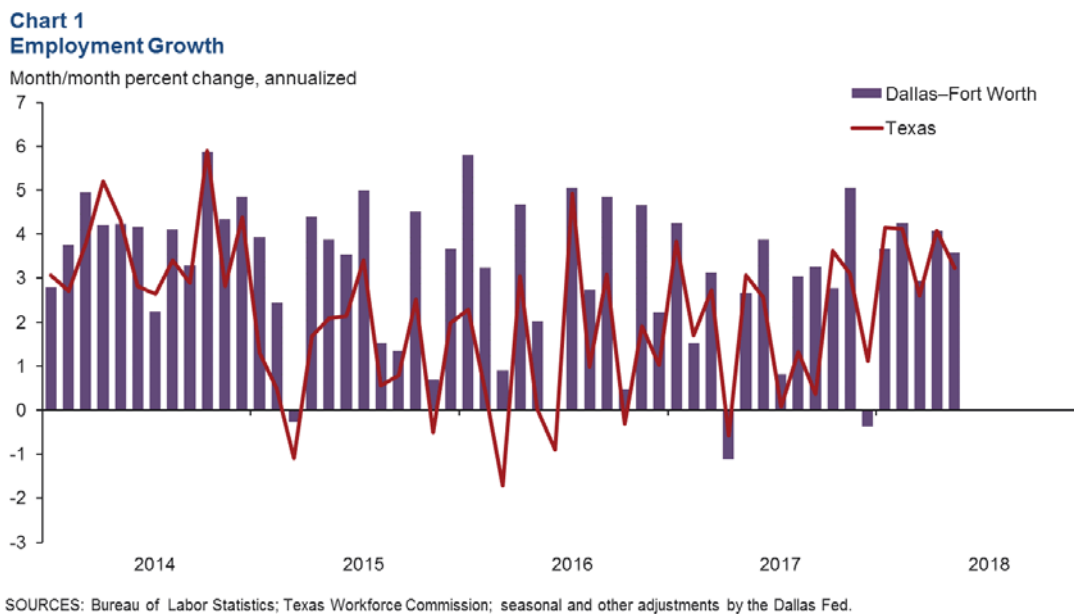
June 19, 2018

The Dallas–Fort Worth economy continued to expand at a torrid pace. The May jobs report showed the metro area growing at a 3.7 percent annualized rate in the first five months of the year, adding a total of 55,500 net new jobs. The unemployment rate remained near record lows, and the Dallas and Fort Worth business-cycle indexes posted above-trend growth. Home-price appreciation moderated in Dallas in the first quarter but stayed strong in Fort Worth. Housing affordability improved slightly in the first quarter but was lower in Dallas relative to other major Texas metros as well as the U.S.

Labor Market

Solid Payroll Expansion Ongoing

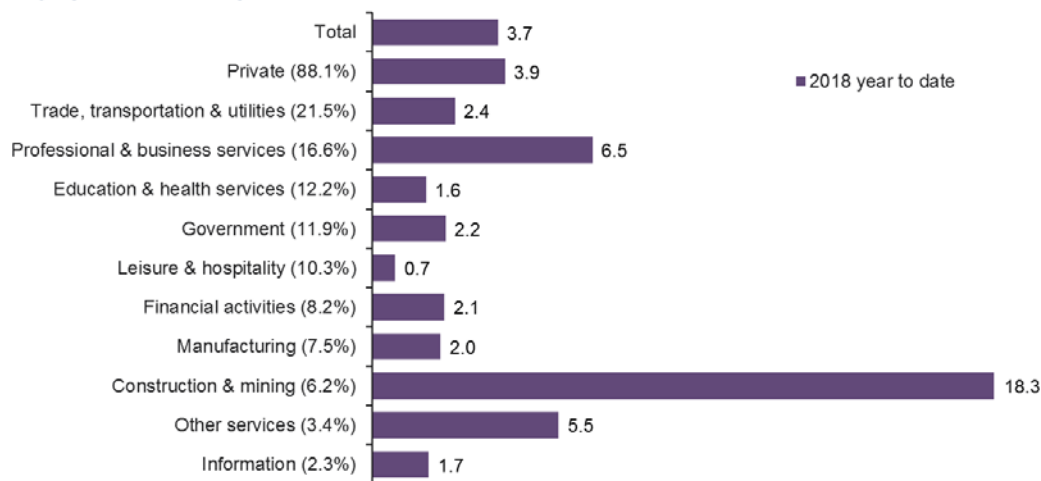
DFW payrolls grew by 10,800 jobs in May or a 3.6 percent annualized increase following gains of over 12,000 in April (*Chart 1*). Employment in Dallas rose an annualized 3.5 percent (7,600 jobs), and Fort Worth saw 3.7 percent growth (3,200 jobs) last month. DFW year-to-date employment growth of 3.7 percent (annual rate) is ahead of last year's 2.4 percent pace and second only to Houston among the major Texas metros.



Employment Growth Broad Based

Employment gains have been widespread across sectors, with payrolls in construction and mining leading growth (*Chart 2*). Dallas serves as the business and financial services hub of the state, and the metroplex has posted rapid growth in professional and business services (15,800 jobs) thus far in 2018. Trade, transportation and utilities, financial activities, manufacturing and government have all added jobs at a healthy clip. Employment growth in education and health services and leisure and hospitality has slowed from last year's pace.

Chart 2
Employment Growth by Sector

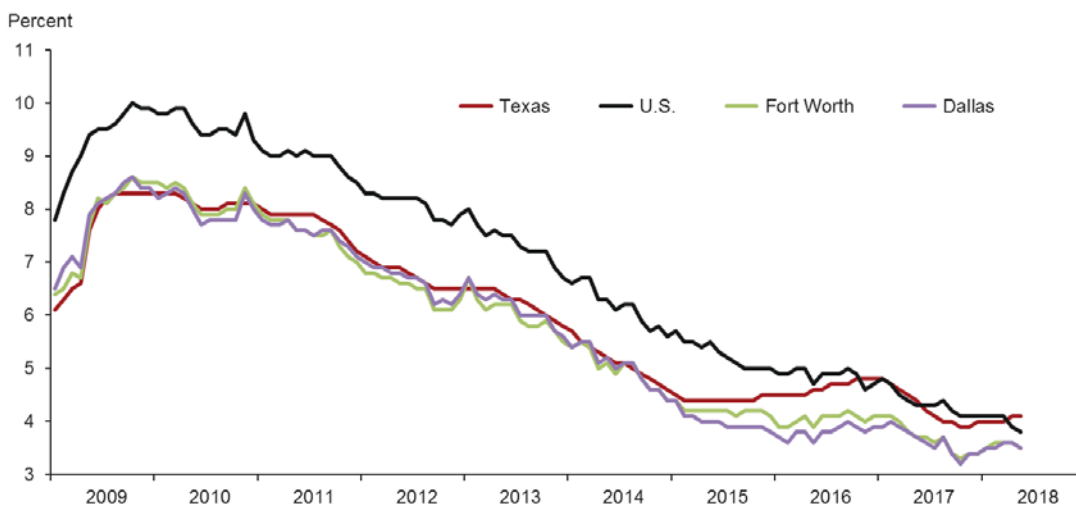


NOTES: Data show seasonally adjusted annualized percentage growth by sector December 2017–May 2018. Numbers in parentheses are shares of total Dallas–Fort Worth nonfarm employment in May 2018 and may not sum to 100 due to rounding.
SOURCES: Bureau of Labor Statistics; Texas Workforce Commission; seasonal and other adjustments by the Dallas Fed.

Unemployment Dips

The labor market remained tight. The jobless rate in Dallas and Fort Worth dipped to 3.5 percent in May, a low level not seen consistently since the high-tech boom (*Chart 3*). Unemployment in both metros remains lower than the state and U.S. rates. Unemployment held steady at 4.1 percent in Texas but edged down to 3.8 percent in the U.S.

Chart 3
Unemployment Rate



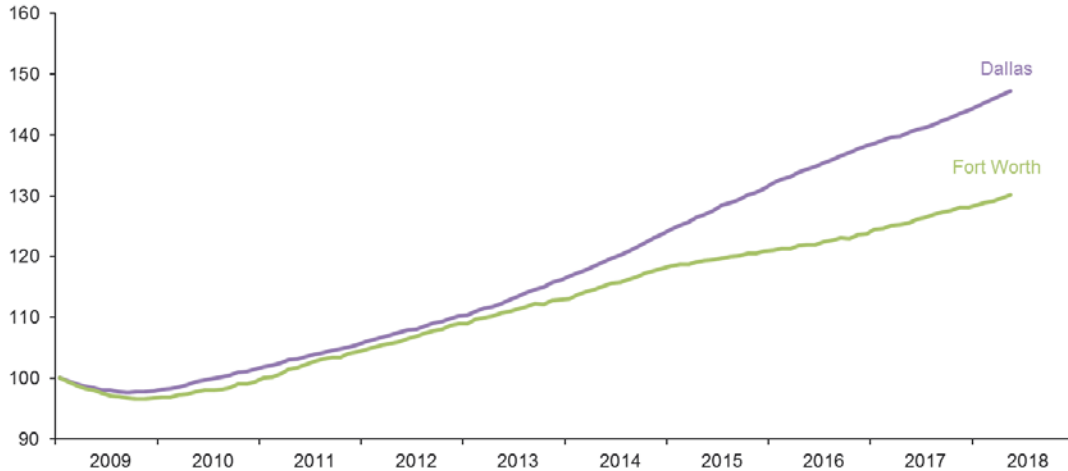
SOURCES: Bureau of Labor Statistics; Texas Workforce Commission; seasonal adjustments by the Dallas Fed.

Business-Cycle Indexes

Growth in the Dallas and Fort Worth business-cycle indexes remained strong in May, supported by solid job growth and low unemployment in the metroplex (*Chart 4*). The Dallas index expanded an annualized 5.5 percent in May, following April's 6.0 percent increase. Growth in the Fort Worth index came in at 4.8 percent, faster than April's 4.1 percent rate. Expansion in both indexes was above their long-term averages. Year over year in May, the Dallas index was up 4.9 percent, and the Fort Worth index rose 3.6 percent.

Chart 4
Business-Cycle Indexes

Index, January 2009 = 100*



*Monthly, seasonally adjusted.
SOURCE: Dallas Fed.

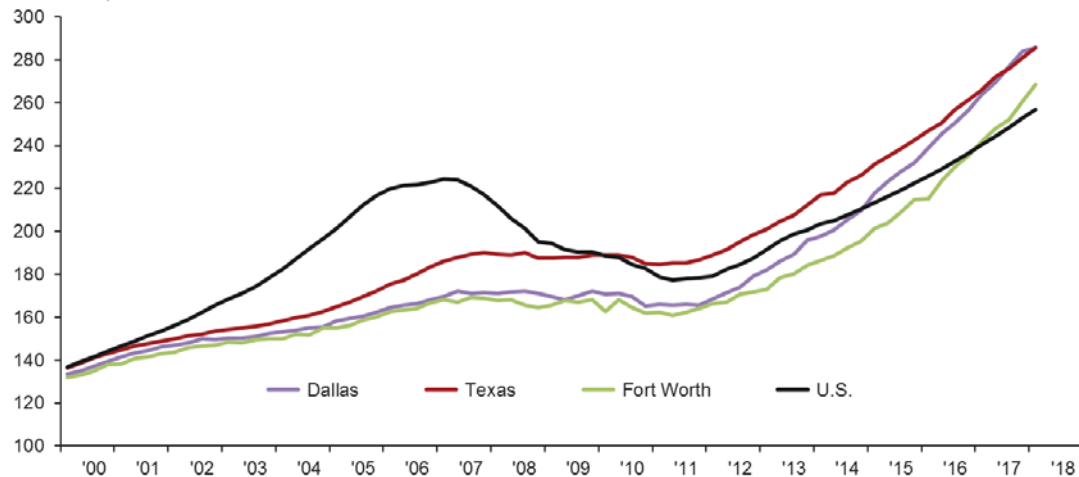
Housing Market

Home Prices Climb Further

DFW home prices continued to rise in first quarter 2018, but gains in Dallas lagged the nation's increase for the first time in four years (*Chart 5*). Prices rose 0.6 percent in Dallas in the first quarter, slower than the state's and nation's 1.7 percent gain each, according to the Federal Housing Finance Agency purchase-only house price index. Conversely, prices in Fort Worth rose 3.0 percent, eclipsing growth at the state and national level. On a year-over-year basis, prices were up 8.3 percent in Dallas and 11.0 percent in Fort Worth—both faster than the Texas rate of 7.4 percent and the nation's 6.9 percent figure. Continued healthy job creation and tight home inventories have propelled price increases in the area.

Chart 5
House Price Indexes

Index, first quarter 1991 = 100*

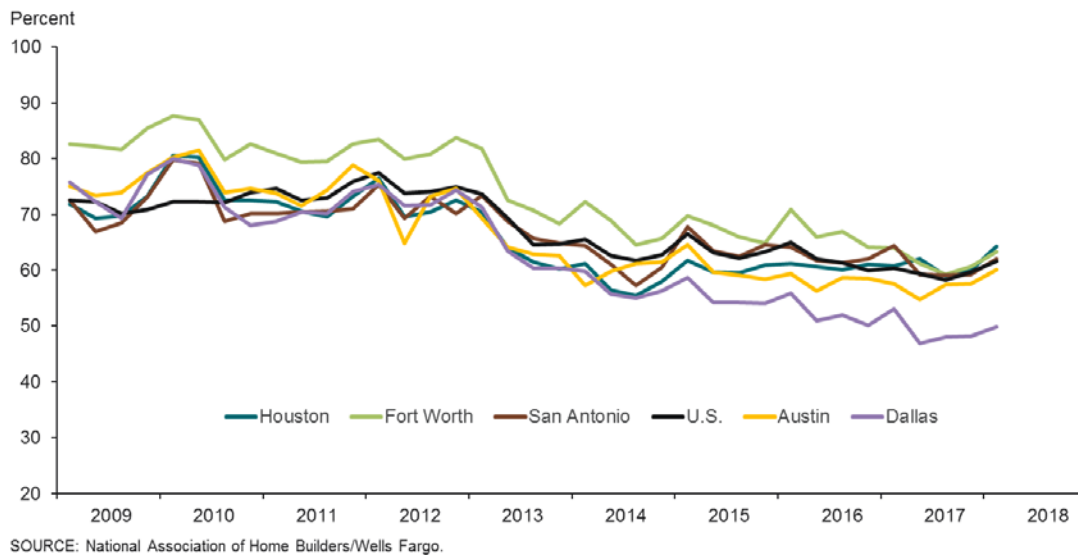


*Quarterly, seasonally adjusted.
SOURCE: Federal Housing Finance Agency.

Affordability in Dallas Remains Low

Housing affordability remains low due to record home-price appreciation in the metroplex, particularly in Dallas, following the Great Recession. According to the National Association of Home Builders/Wells Fargo Housing Opportunity indexes, half of the homes (new and existing) sold in Dallas in first quarter 2018 were affordable for a median-income family (*Chart 6*). This is well below the national figure of 61.6 percent. Affordability has been declining in Dallas since 2010. Despite having a lower median home sales price than Austin, Dallas has the lowest affordability among major Texas metros. Affordability in Fort Worth improved in the first quarter, with the percentage of homes sold that the median-income family could afford rising to 63.3 percent from 60.7 percent in fourth quarter 2017.

Chart 6
Housing Opportunity Indexes



NOTE: Data may not match previously published numbers due to revisions.

About Dallas–Fort Worth Economic Indicators

Questions can be addressed to Laila Assanie at laila.assanie@dal.frb.org. *Dallas–Fort Worth Economic Indicators* is published every month on the Tuesday after state and metro employment data are released.

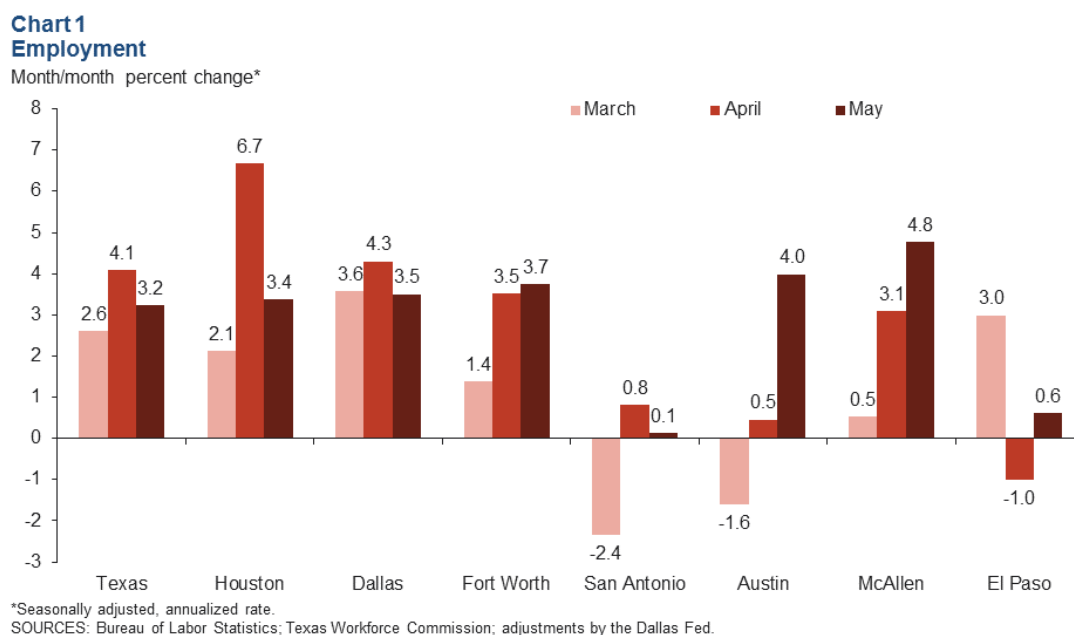
June 18, 2018

The Texas economy continued to expand at a solid pace in May. The state posted strong job gains, and unemployment remained low. The headline indexes of the Dallas Fed's Texas Business Outlook Surveys indicated accelerating growth. The state's oil production continued to rise in March, and exports and existing-home sales rose in April.

Labor Market

Employment Growth Robust

Texas employment grew at a brisk 3.2 percent annualized rate in May, after April's steep 4.1 percent growth (*Chart 1*). Year to date, Texas jobs have expanded 3.6 percent. The Dallas Fed's Texas Employment Forecast suggests 3.3 percent job growth in 2018 (December/December).



Payrolls expanded in all major metros in May. Jobs in McAllen surged 4.8 percent in the month, the strongest increase among the major metros, while San Antonio posted the slowest growth. Employment in all major metros has expanded this year through May, led by Houston's 4.4 percent growth.

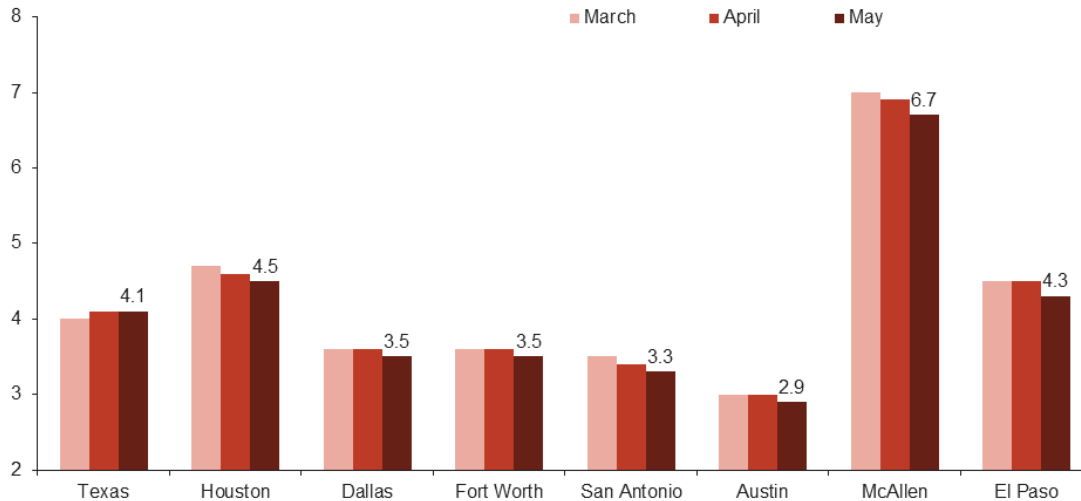
All large sectors except information added jobs in May. Payrolls in the energy sector soared 11.9 percent following 27.8 percent growth in April. Year to date, the energy sector has grown the fastest at 20.5 percent, followed by construction at 7.3 percent. The information sector shed 1.4 percent of its jobs this year through May, while employment expanded in all other sectors.

Unemployment Remains Near Historic Low

The Texas unemployment rate held steady at 4.1 percent in May, near the four-decade low of 3.9 it reached in late 2017 (*Chart 2*). Unemployment ticked down in all of the major metros in May and was well below its postrecession average as well.

Chart 2
Unemployment

Percent*



*Seasonally adjusted.

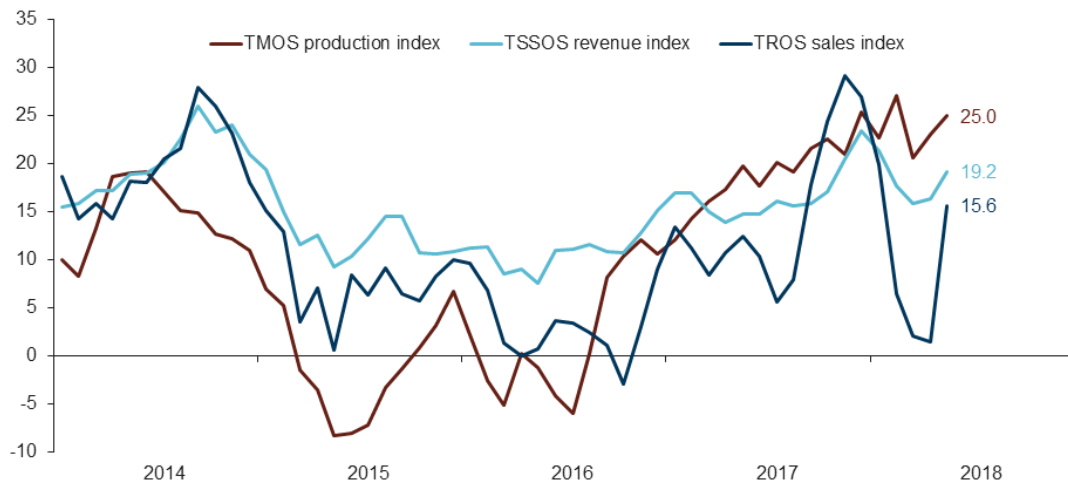
SOURCES: Bureau of Labor Statistics; Texas Workforce Commission; adjustments by the Dallas Fed.

Texas Business Outlook Surveys

The headline indexes of the Dallas Fed's Texas Business Outlook Surveys indicated strengthening expansion in the manufacturing and service sectors in May (*Chart 3*). The Texas Manufacturing Outlook Survey (TMOS) production index surged to a 12-year high of 35.2 in the month, and its three-month moving average advanced to 25.0. The Texas Service Sector Outlook Survey (TSSOS) revenue index and the Texas Retail Outlook Survey (TROS) sales index also rose sharply. All three indexes were above their 2017 averages.

Chart 3
Texas Business Outlook Survey Indexes

Index*



*Seasonally adjusted, three-month moving average.

NOTE: TMOS is the Texas Manufacturing Outlook Survey; TSSOS is the Texas Service Sector Outlook Survey; TROS is the Texas Retail Outlook Survey.

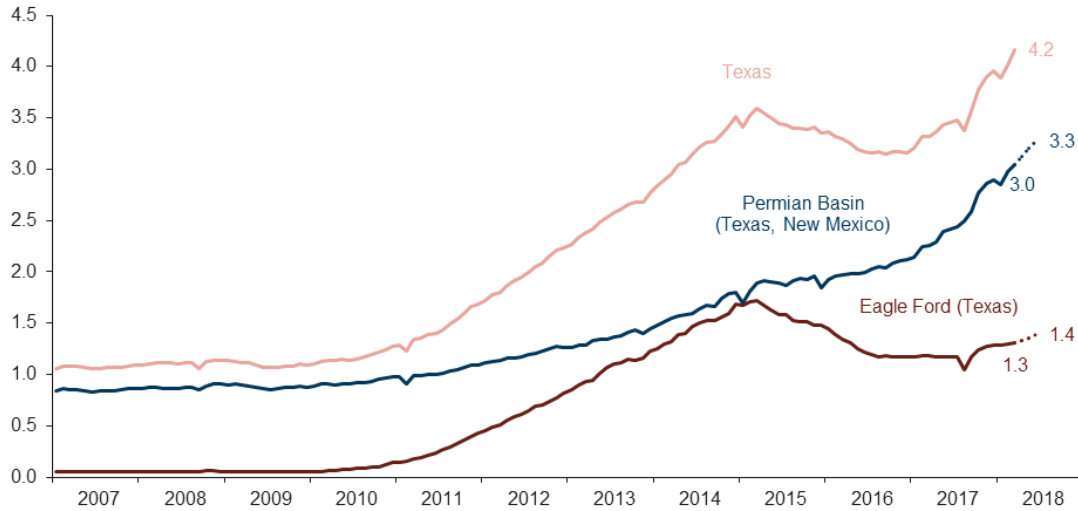
SOURCE: Dallas Fed.

Energy Sector Activity

Texas daily crude oil production, representing 39.8 percent of all U.S. production, increased 4.0 percent in March to 4.2 million barrels per day (*Chart 4*). Texas' average daily production this year through March was 22.7 percent above its average production during the same period last year. In March, the state's daily oil production posted its highest level in the history of the series, which dates back to January 1981.

Chart 4
Oil Production

Millions of barrels per day



NOTE: Actual data are through March 2018; estimated data are through June 2018.
SOURCE: Energy Information Administration.

Daily oil production in the Permian Basin, representing 29.1 percent of U.S. production, was 3.0 million barrels per day in March, and the Energy Information Administration (EIA) estimates that production will reach 3.3 million barrels per day in June. The Permian Basin's average daily production this year through March was 33.5 percent higher than average production during the same period last year.

Daily production in the Eagle Ford, representing 12.5 percent of U.S. oil production, was 1.3 million barrels per day in March, and the EIA estimates that production will reach 1.4 million barrels per day in June. The Eagle Ford's average daily production this year through March was 9.9 percent above average production during the same period last year.

Exports

Texas exports climbed 2.2 percent in April, while U.S. exports dropped 1.6 percent (*Chart 5*). This year through April, exports are up 13.2 percent for Texas and 5.0 percent for the U.S. compared with the same period in 2017.

Chart 5
Exports

Billions of dollars*



*Seasonally adjusted, real 2016 dollars.

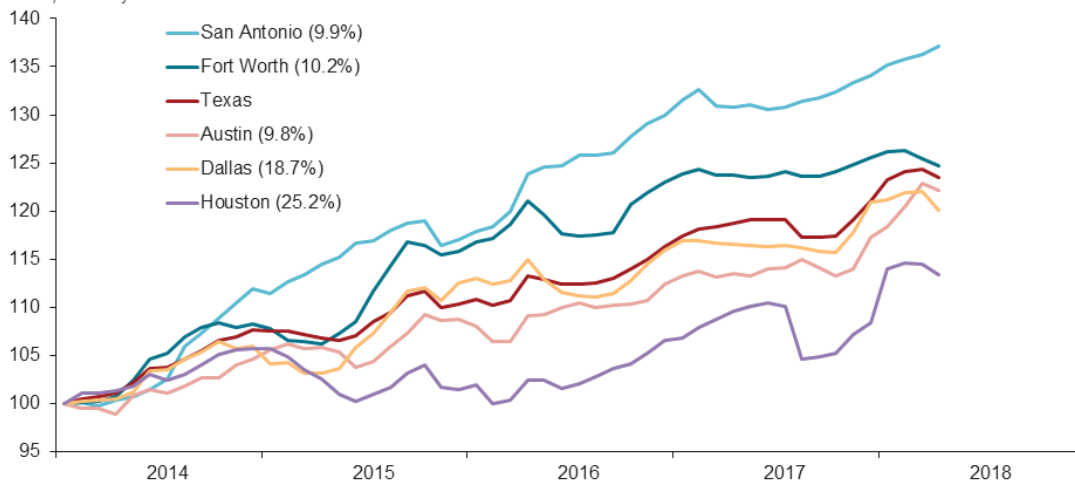
SOURCES: Census Bureau; WISERTrade; Bureau of Labor Statistics; adjustments by the Dallas Fed.

Housing Market

Texas' existing-home sales grew 1.1 percent in April, but the five-month moving average inched down 0.7 percent in the month (*Chart 6*). The five-month moving averages of existing-home sales edged down in Austin, Dallas, Fort Worth and Houston as well but ticked up in San Antonio. This year through April, existing-home sales climbed 2.8 percent in Texas; they expanded in Austin, San Antonio, Houston and Dallas but dipped in Fort Worth compared with the same period in 2017.

Chart 6
Existing-Home Sales

Index, January 2014 = 100*



*Seasonally adjusted, five-month moving average.

NOTE: Numbers in parentheses represent share of April 2018 home sales in Texas.

SOURCES: The Real Estate Center at Texas A&M University; Multiple Listing Service.

The inflation-adjusted median home sales price in Texas slipped 1.5 percent in April but remains up 1.0 percent year over year. Home inventories in the state were stable at 3.4 months, remaining well below the six months of supply considered balanced. Building permits for single-family housing inched up 0.8 percent in the month, and housing starts, which include multifamily construction, soared 21.9 percent.

NOTE: Data may not match previously published numbers due to revisions.

About Texas Economic Indicators

Questions can be addressed to Stephanie Gullo at stephanie.gullo@dal.frb.org. *Texas Economic Indicators* is published every month on the Monday after Texas employment data are released.

U.S. Economic Picture Unchanged in Second Quarter 2018

June 20, 2018

Economic data released since May point to continued growth in economic activity due to robust consumer spending, strong employment growth and diminishing labor market slack. Forecasted gross domestic product (GDP) growth for the rest of the year is strong. Inflation has picked up slightly, while inflation expectations have been little changed in the past three months.

Moderate Real GDP Growth in First Quarter

The second release of real (inflation-adjusted) GDP growth in first quarter 2018 stood at 2.2 percent, down from the initial release of 2.3 percent. Chart 1 shows contributions to real GDP growth across multiple years; 2018 growth so far has come mainly from fixed investment as opposed to consumption. However, real consumption spending has been strong thus far in the second quarter compared with the first, with real personal consumption expenditures (PCE) growth reaching an annualized 4.3 percent in April.

The latest Survey of Professional Forecasters (SPF) released on May 11 shows a modest upward revision to growth expectations for the remainder of the year (Chart 2). According to the report, forecasters expect real GDP growth to hit 3 percent for both second and third quarter 2018. This projection improves on the February forecast of 2.9 and 2.8 percent, respectively, for the second and third quarters. On an annual basis, 2018 growth is expected to continue at 2.8 percent, then gradually slow down to 2.7 percent in 2019 and 1.9 percent in 2020.

Survey-based indicators for investment and consumption have overall either stayed the same or improved. The Institute for Supply Management's nonmanufacturing composite index rose from 56.8 in April to 58.6 in May, and the manufacturing composite index rose from 57.3 to 58.7. A reading above 50 indicates expansion. These new readings remain near postrecession highs. Regional Fed manufacturing surveys, such as the Dallas Fed's Texas Manufacturing Outlook Survey and the New York Fed's Empire State Manufacturing Survey, also point to robust growth in May.

Consumer confidence remains high, as the Conference Board's Consumer Confidence Index increased from 125.6 in April to 128 in May. Similarly, the University of Michigan's Consumer Sentiment Index increased from 98.0 in May to 99.3 in June. Overall, these elevated indicators suggest sustained optimism about future growth.

Labor Market Slack Declines Further, Wage Growth Struggles to Catch Up

Nonfarm payrolls rose by 223,000 in May, making average payroll gains 207,000 per month so far this

Chart 1
Consumption and Investment Drive Gross Domestic Product Growth

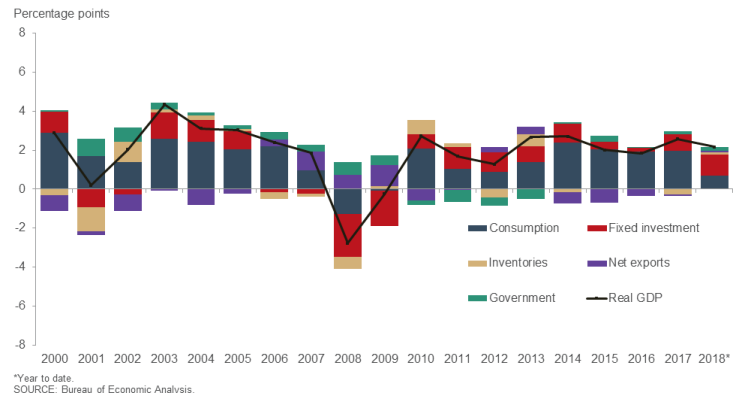


Chart 2
Gross Domestic Product Growth Forecast Rises

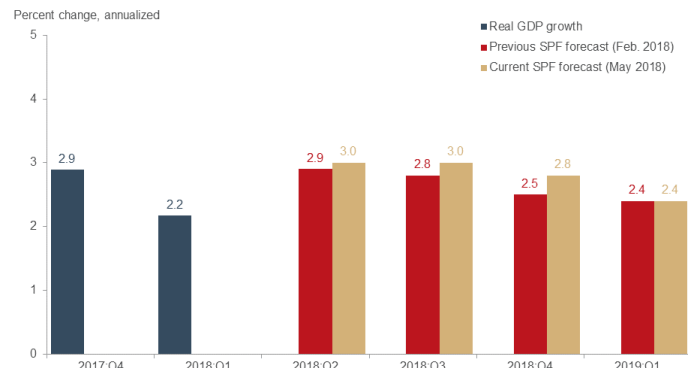
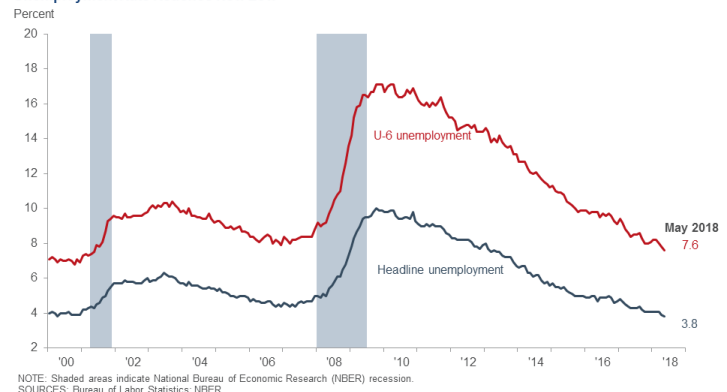


Chart 3
Unemployment Rate Reaches New Low



year. In comparison, average payroll gains in 2017 stood at 182,000 per month. The unemployment rate dropped further to 3.8 percent in May, the lowest point since April 2000 (Chart 3). The last time the unemployment rate was below

4 percent for a sustained period of time was 1966–69. However, long-run demographic trends—in particular changes in the age composition of the labor force—make a direct comparison to this time period inadvisable.

The broader U-6 rate, which includes discouraged workers, other marginally attached workers and those working part time for economic reasons, dropped to 7.6 percent, the lowest point since May 2001. The latest SPF release forecasts headline unemployment (U-3) to decline even further to 3.7 percent in second quarter 2019.

Different measures of wage growth have either moved sideways or gradually improved (*Chart 4*). On a year-over-year basis, growth in average hourly earnings ticked up to 2.7 percent in May from 2.6 percent in April, and the private wages and salaries component of the Employment Cost Index rose 0.1 percentage points to 2.9 percent in first quarter 2018. In contrast, wage growth measured by the Atlanta Fed Wage Growth Tracker ticked down to 3.2 percent in May, compared with 3.3 percent in April.

Inflation Measures Continue Upward Trend

Most inflation measures still remain below levels consistent with the Federal Reserve’s 2 percent long-run goal, but recent releases suggest that inflation is on an upward trajectory. Core Consumer Price Index (CPI) inflation, which excludes food and energy, increased to 2.2 percent on a year-over-year basis in May (*Chart 5*). Likewise, the Cleveland Fed Median CPI measure increased to 2.7 percent in May, up from 2.6 percent in April. Year over year, core PCE inflation and the Dallas Fed’s Trimmed Mean PCE held steady in April at 1.8 percent and 1.7 percent, respectively.

Long-run inflation expectations remain largely unchanged since the last Federal Open Market Committee meeting in May. The SPF forecasts core PCE inflation to hit 2 percent by second quarter 2018 and rise to 2.1 percent in the third, compared with the previous estimate of 1.9 percent for both quarters. The SPF implied five-year/five-year-forward (expected average inflation over the five-year period that begins five years from now) CPI inflation rate stands at 2.4 percent, up from the previous forecast of 2.3 percent in February. In contrast, the market-based five-year/five-year-forward Treasury Inflation-Protected Securities breakeven inflation rate hovered around 2.2 percent as of June 11, little changed from May.

—Daniel Chapman

About the Author

Chapman was previously a research assistant in the Research Department at the Federal Reserve Bank of Dallas.

Chart 4
Wage Growth Steady or Slightly Up

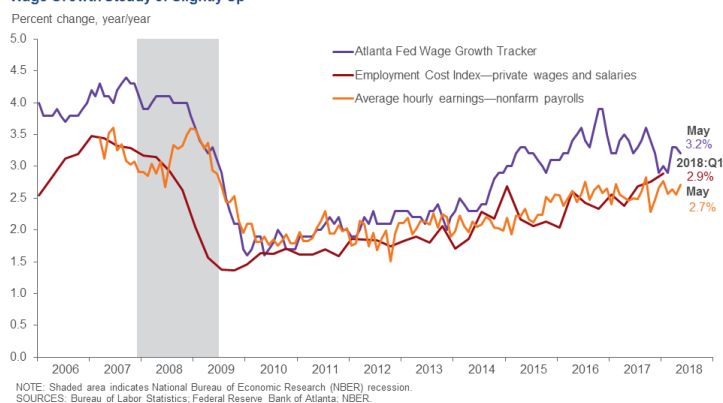
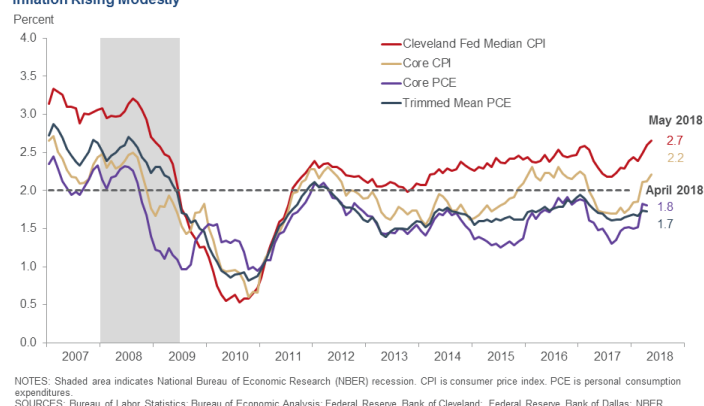


Chart 5
Inflation Rising Modestly



Quarterly Investment Report

Quarter Ending June 30, 2018

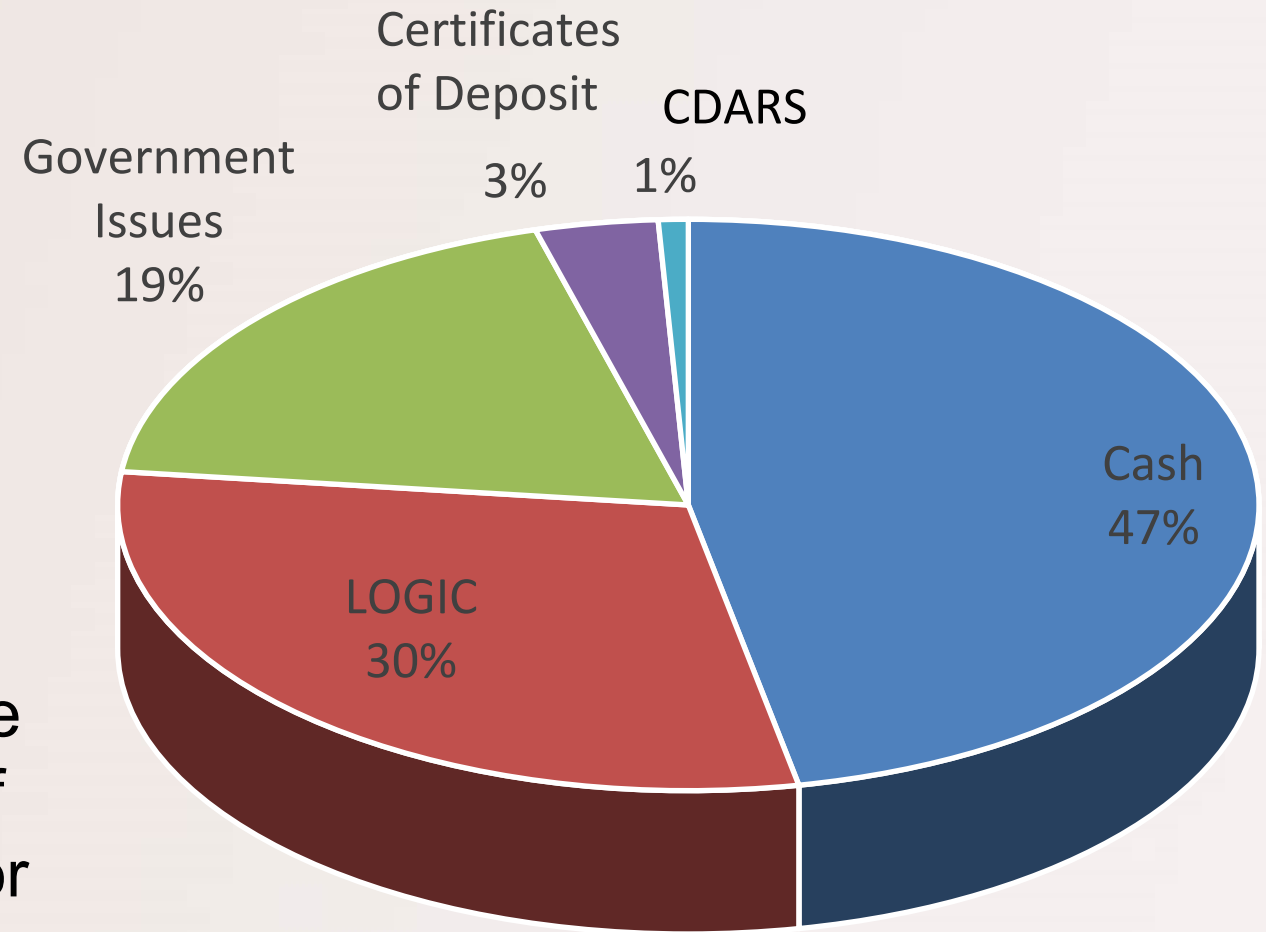
Council Meeting
September 18, 2018

Portfolio as of June 30, 2018



Portfolio	6/30/2018
Cash	\$41,335,998
LOGIC	26,412,554
Government Issues	16,582,311
CDARS	3,065,355
Certificates of Deposit	744,000
TOTAL	\$88,140,217

Interest earnings for the quarter were \$207,864 with an average yield of 1.68% **versus** \$188,306 and 1.48% for the previous quarter.



Updated Investment Policy Highlights



➤ The original investment policy:

- ❑ Investment in commercial paper was not permitted.
- ❑ Investment in local government investment pools was permitted up to 75% of the portfolio.
 - ✓ LOGIC was the only investment pool used by the City (30% of the City's portfolio)
 - ✓ LOGIC invests mainly in Commercial Paper (95%+ of the pool's portfolio)

➤ The updated investment policy:

- ❑ Direct investments in commercial paper is not permitted.
- ❑ Investment in Commercial Paper local government investment pools was permitted up to 5% of the portfolio.
- ❑ Investment in Government Only local government investment pools was permitted up to 75% of the portfolio.

Updated Investment Policy Highlights



Investment Instrument	Original Policy	Updated Policy
Investment in Commercial Paper	Not permitted	Not permitted
Local Government Investment Pool	75% of the portfolio	
Commercial Paper Pools		5% of the portfolio
Government Only Pools		75% of the portfolio

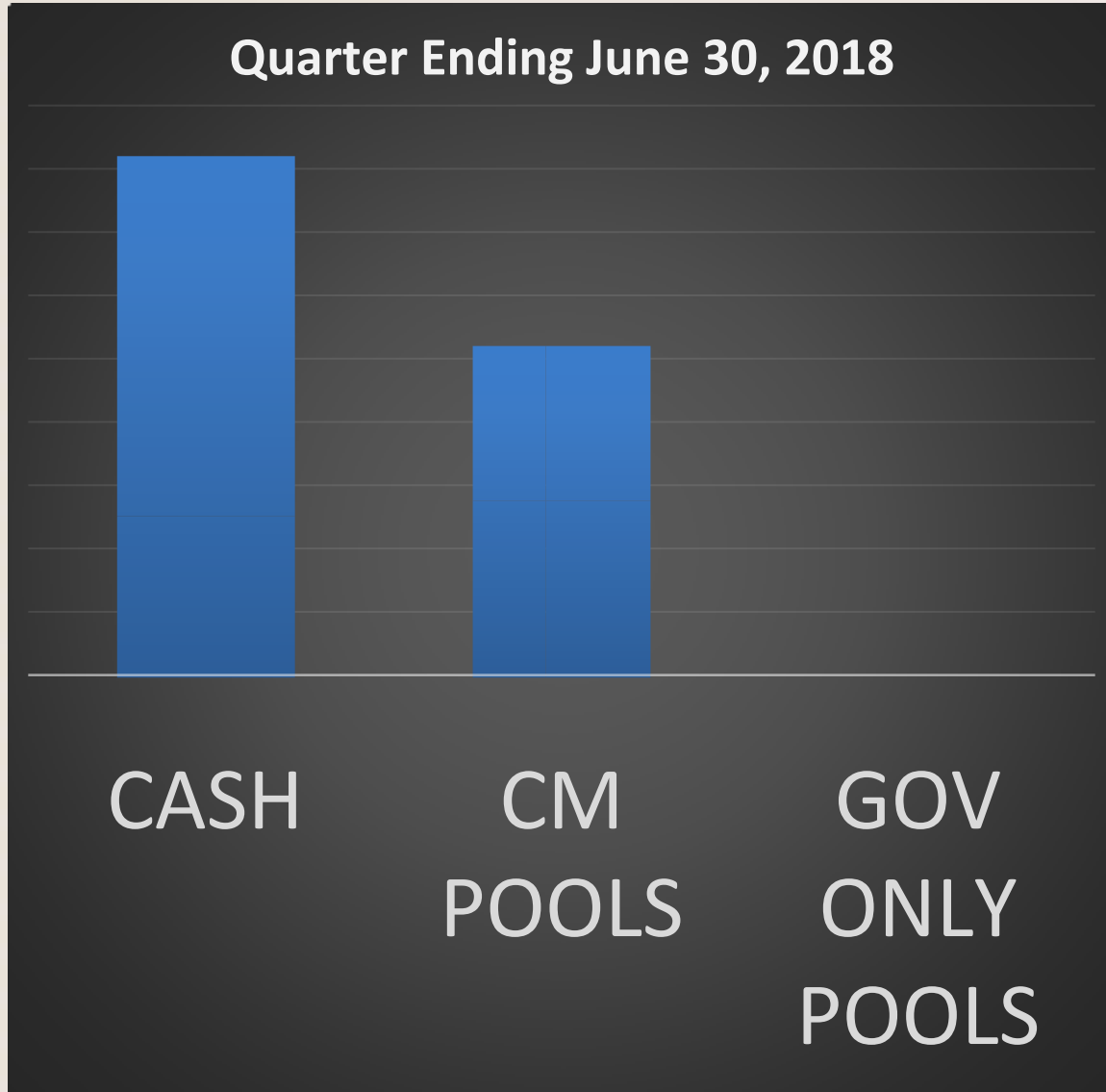
On July 17, 2018 Council approved investing in three new local government investment pools.

- ✓ TexPOOL – Government Only
- ✓ Texas CLASS – 2 Pools (Government Only & Commercial Paper)
- ✓ TexSTAR – Government Only

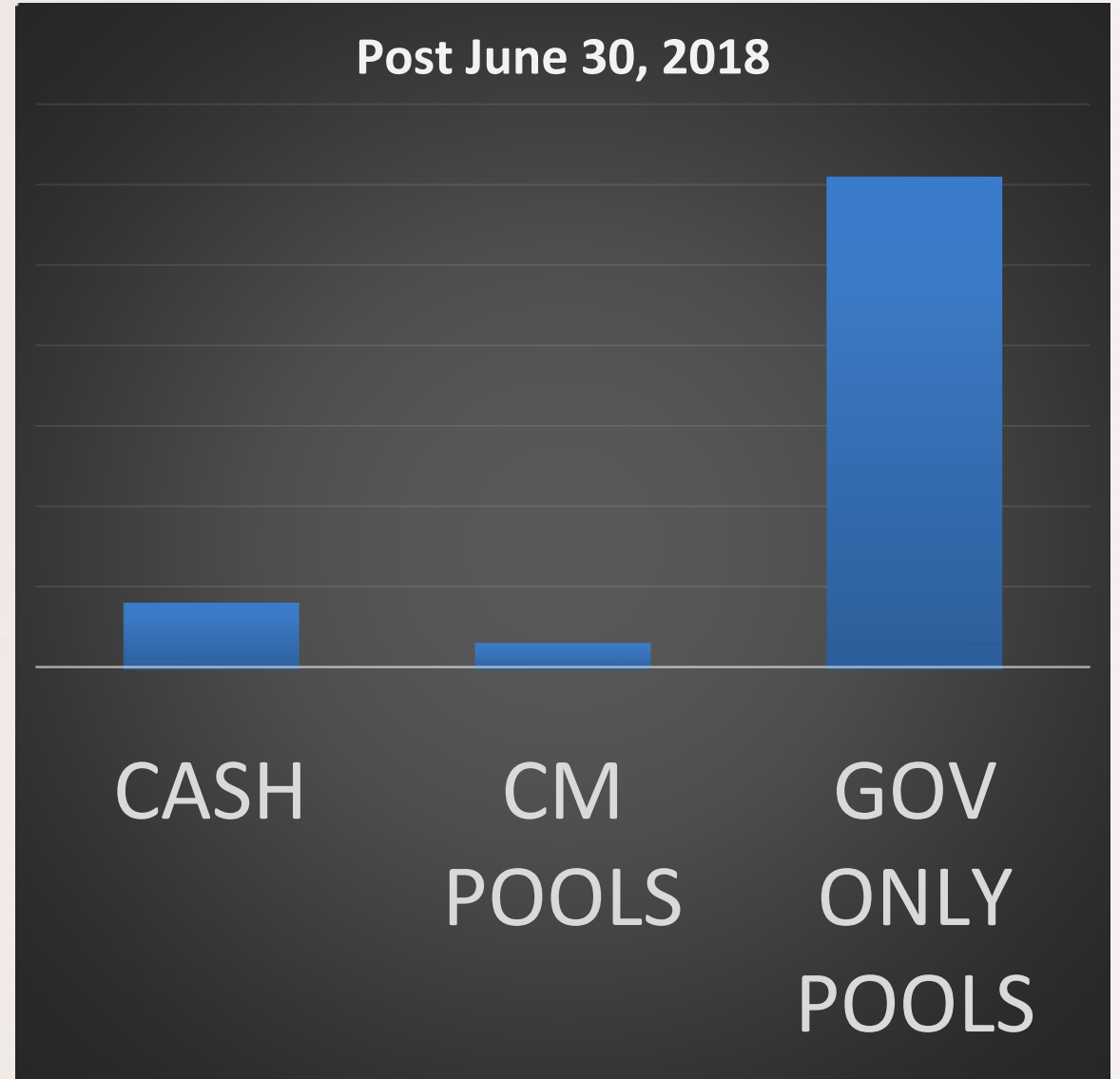
Effect on Portfolio



Quarter Ending June 30, 2018



Post June 30, 2018



Questions and Discussion



City of Colleyville City Council Agenda Briefing

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

Agenda Number 6a

Agenda Date 09/18/2018

Number Ordinance O-18-2058

Type Ordinance

Department City Manager

Title

Amending Ordinance O-17-2028 relating to the Fiscal Year 2018 budget

Strategic Plan

2.4 Demonstrate stewardship of public resources

Explanation

Second Reading and Public Hearing

There were no speakers regarding this item at the September 4, 2018 City Council Meeting.

First Reading and Public Hearing

The proposed ordinance will amend attached Ordinance O-17-2028, approving and adopting the Fiscal Year 2018 budget, for several purposes:

1. To transfer the FY 2018 General Fund year-end operating surplus to the Capital Projects Fund for future capital projects;
2. To transfer the FY 2018 Utility Fund year-end operating surplus to the Utility Capital Projects Fund for future utility capital projects;
3. To create a Drainage Capital Projects Fund by transferring Drainage Fund year-end operating surplus and excess operating reserves to a new Drainage Capital Projects Fund for future drainage capital projects; and

In accordance with Section 9.04 (D) of the Charter of the City of Colleyville, authorize the City Manager to transfer part or all of any unencumbered appropriation balance from one department to another, if expenditures in a department exceeded the adopted budget.

Financial Impact

This budget amendment sweeps both General Fund and Utility Fund operating surpluses to the Capital Projects Fund and Utility Capital Projects Fund, respectively, providing a significant funding source for capital projects while ensuring compliance with the City's financial policy of maintaining 90 days of operating reserves. The ordinance also creates a Drainage Capital Projects Fund, providing for better tracking and reporting of drainage operating costs vs. drainage capital costs and available balances.

Recommendation

Approve

Attachments

1. Ordinance O-17-2028
2. Ordinance O-18-2058

ORDINANCE O-17-2028

AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF COLLEYVILLE, TEXAS, APPROVING AND ADOPTING THE ANNUAL BUDGET FOR THE CITY OF COLLEYVILLE, TEXAS, FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2017 THROUGH SEPTEMBER 30, 2018

WHEREAS, a notice of public hearing on the annual budget for the City of Colleyville, Texas, for the fiscal year beginning October 1, 2017 through September 30, 2018, was heretofore published in a newspaper of general circulation; and

WHEREAS, said public hearing on said budget was duly held and all interested persons were given the opportunity to be heard for or against any item therein; and

WHEREAS, the City Council determines that the passage of this ordinance is in the best interests of the health, safety and welfare of the public.

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

Sec. 1. THAT all matters stated hereinabove are found to be true and correct and are incorporated herein by reference as if copied in their entirety.

Sec. 2. THAT the budget of the proposed expenditures for the fiscal year beginning October 1, 2017, and ending September 30, 2018, a copy of which is on file in the Office of the City Secretary, is hereby made a part of this ordinance by reference and is hereby approved and adopted by the City Council of the City of Colleyville, Texas, as the official budget for the fiscal year beginning October 1, 2017, and ending September 30, 2018.

Sec. 3. THAT appropriation amounts for the Fiscal Year 2018 budget for the different funds of the City of Colleyville are hereby fixed as follows:

General Fund	\$23,694,811
Utility Fund (Water & Wastewater)	\$15,526,542
Debt Service Fund	\$ 1,979,412
Drainage Utility Fund	\$ 1,481,362

Sec. 4. THAT the City Manager is hereby authorized to execute all contracts and documents for which funding is appropriated in the aforementioned budgets.

AND IT IS SO ORDERED.

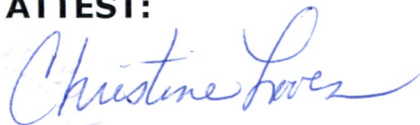
The first reading and public hearing being conducted on the 5th day of September 2017.

The second reading and public hearing being conducted on the 19th day of September 2017.

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

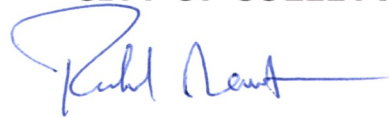
Mayor Richard Newton	<u>Aye</u>	Mayor Pro Tem Bobby Lindamood	<u>Aye</u>
Place 1, Tammy Nakamura	<u>Aye</u>	Place 5, Nancy Coplen	<u>Aye</u>
Place 3, Kathy Wheat	<u>Aye</u>	Place 6, Mike Taylor	<u>Aye</u>
Place 4, George Dodson	<u>Absent</u>		

ATTEST:



Christine Loven, TRMC
Assistant City Secretary

CITY OF COLLEYVILLE



Richard Newton
Mayor

APPROVED AS TO FORM AND LEGALITY:



Whitt L. Wyatt
City Attorney

ORDINANCE O-18-2058

AN ORDINANCE AMENDING SECTION 3 OF ORDINANCE O-17-2028 OF THE FISCAL YEAR 2018 BUDGET AMOUNTS FOR THE TRANSFER OF GENERAL FUND AND UTILITY FUND OPERATING SURPLUSES TO THE CAPITAL PROJECTS FUND AND UTILITY CAPITAL PROJECTS FUND; FOR THE CREATION OF A DRAINAGE CAPITAL PROJECTS FUND; AND AUTHORIZING THE CITY MANAGER TO TRANSFER UNSPENT FY 2018 BUDGET APPROPRIATIONS FROM ONE DEPARTMENT TO ANOTHER IF EXPENDITURES IN A DEPARTMENT EXCEEDED THE ADOPTED BUDGET ON SEPTEMBER 30, 2018

WHEREAS, FY 2018 General Fund and Utility Fund projected year end revenues are anticipated to exceed expenditures; and

WHEREAS, the City Council desires to provide funding for future general and utility capital projects; and

WHEREAS, the City Council desires to create a Drainage Capital Projects Fund to provide clarity between drainage operating costs and drainage capital costs, as well as available fund balances; and

WHEREAS, necessary expenditures over the course of a fiscal year may cause certain departments to either exceed the FY 2018 original budget or conclude the year under-budget, and it is required that original budget appropriation amounts be amended accordingly.

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

- Sec. 1. THAT the city manager is authorized to transfer the FY 2018 General Fund operating surplus to the Capital Projects Fund for future capital projects on September 30, 2018.
- Sec. 2. THAT the city manager is authorized to transfer the FY 2018 Utility Fund operating surplus to the Utility Capital Projects Fund for future utility capital projects on September 30, 2018.
- Sec. 3. THAT the city manager is authorized to create a Drainage Capital Projects Fund by transferring the FY 2018 Drainage Fund operating surplus and excess operating reserves to a new Drainage Capital Projects Fund for future drainage capital projects on September 30, 2018.

Sec. 4. THAT, in the event that expenditures in a department exceed the adopted budget for that department, the city manager is authorized to transfer all or part of the unencumbered appropriation balance from one department to another per the Charter of the City of Colleyville, Section 9.04 (D):

Sec. 5. THAT the effective date of this ordinance shall be September 30, 2018.

AND IT IS SO ORDERED.

The first reading and public hearing being conducted on the 4th day of September 2018.

The second reading and public hearing being conducted on the 18th day of September 2018.

APPROVED BY A VOTE OF ____ AYES, ____ NAYS, AND ____ ABSTENTIONS ON THIS THE 18TH DAY OF SEPTEMBER 2018.

Mayor Richard Newton	_____	Mayor Pro Tem Bobby Lindamood	_____
Place 1, Tammy Nakamura	_____	Place 5, Chuck Kelley	_____
Place 3, Kathy Wheat	_____	Place 6, Callie Rigney	_____
Place 4, George Dodson	_____		

ATTEST:

CITY OF COLLEYVILLE

Christine Loven, TRMC
City Secretary

Richard Newton
Mayor

APPROVED AS TO FORM AND LEGALITY:

Whitt L. Wyatt
City Attorney



City of Colleyville City Council Agenda Briefing

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

Agenda Number 6b

Agenda Date 09/18/2018

Number Ordinance O-18-2059

Type Ordinance

Department City Manager

Title

Adoption of the proposed Fiscal Year 2019 budget

Strategic Plan

2.4 Demonstrate stewardship of public resources

Explanation

Second Reading and Public Hearing

There were no speakers regarding this item at the September 4, 2018 City Council Meeting.

First Reading and Public Hearing

The annual budget is the culmination of a months-long effort that began with budget kickoff in March, department submissions and internal reviews this spring, followed by several budget worksessions this summer. Two budget discussions were held in June, to provide an overview of the City's budget process, as well as preliminary FY 2019 budget numbers. In July, a separate worksession item covered the draft 5-Year Capital Improvement Plan (CIP). On August 7, 2018, the City Council received a presentation on the proposed Fiscal Year 2019 budget (attached) and no changes were requested. The proposed budget has also been posted on the City's website. This agenda item provides for a public hearing on the budget and formal approval upon second reading of the ordinance.

Financial Impact

The adoption of the budget will provide expense appropriation for the General Fund, Utility Fund, Debt Service Fund, and Drainage Utility Fund for Fiscal Year 2019.

Recommendation

Approve

Attachments

1. FY 2019 Proposed Budget
2. Ordinance O-18-2059

City of Colleyville

Fiscal Year 2018-2019

Budget Cover Page

This budget will raise less revenue from property taxes than last year's budget by an amount of \$1,252, which is a 0.01 percent decrease from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$181,466.

The members of the governing body voted on the budget as follows:

FOR:

AGAINST:

PRESENT and not voting:

ABSENT:

Property Tax Rate Comparison

	2018-2019	2017-2018
Property Tax Rate:	\$0.320800/100	\$0.333834/100
Effective Tax Rate:	\$0.320800/100	\$0.319110/100
Effective Maintenance & Operations Tax Rate:	\$0.303663/100	\$0.302906/100
Rollback Tax Rate:	\$0.344992/100	\$0.344972/100
Debt Rate:	\$0.017036/100	\$0.017834/100

Total debt obligation for City of Colleyville secured by property taxes: \$682,115

COLLEYVILLE

FY 2019 Budget Message

We are pleased to present the proposed FY 2019 Combined Annual Operating Budget for the City of Colleyville.

The City provides a full range of municipal services utilizing operating funds, special revenue funds, and capital project funds to provide those services. Whenever possible, the most restrictive funding source is used first, ultimately limiting the costs borne by the primarily property tax-supported general fund.

The combined expenditures of the City's major operating funds are as follows:

FY 2019 Proposed	General Fund	Utility Fund	Drainage Fund	Debt Service Fund
Operating Revenues	\$24,110,961	\$16,405,605	\$972,448	\$1,859,940
Operating Expenditures	\$24,044,488	\$16,405,604	\$771,136	\$1,859,940

The proposed budget accomplishes a number of priorities, including the following highlights:

➤ **Proposes the effective tax rate**

2018 certified values increased 7.7% in total, compared to 2017 certified values. The fiscal year 2019 proposed budget includes a proposed tax rate of \$0.3208/\$100 of valuation, a \$0.013034 reduction from the current \$0.333834 tax rate. The tax rate of \$0.3208 is the "effective rate", which means that even though property values went up, the property tax is lowered in order to collect the same amount of City taxes from property owners as last year.

➤ **Provides a balanced budget**

The fiscal year 2019 proposed budget is a balanced budget, consistent with both the City's Charter and state law requirements. Operating expenditures are funded with operating revenues. Operating funds maintain a fund balance above the 90-day reserve at all times, as required by the City's financial policies.



➤ **Demonstrates responsible fiscal management with corporate-like efficiency**

Over the last year, City staff has focused on efficiency and sustainability, saving nearly \$1,000,000 in General Fund operating costs. This effort to reduce expenditures was about more than just limiting labor costs and saving dollars. It was an effort to bring corporate-like efficiency to the organization. Our strategy is to only take in the revenue necessary to provide programs and services, rather than accept the maximum possible revenue and then decide how to spend it.

One of the largest expenses of any City is personnel needed to carry out the community's desired programs and services. The proposed budget provides a staffing level of 200.5 full-time equivalents (FTEs), 5.5 FTEs less than in fiscal year 2018. This was largely possible by eliminating layers of management within the organization and developing a flatter organizational chart. These staffing efficiencies were all accomplished without any layoffs, but rather through organic opportunities through vacancies. More importantly, this restructuring is not a reflection of being in "austerity" mode—quite the opposite is true. It has provided growth opportunities for staff and has allowed for a more dynamic environment that is the antithesis of traditional bureaucracy. Ultimately, this has produced a greater level of responsiveness to citizens and a "can-do" organizational mentality that is focused on results.

We also absorb costs whenever possible, reallocating dollars to where the need exists rather than assuming that "the way we've always done it" is the best way to prioritize resources. This year-long efficiency effort bore fruit this summer when health insurance costs went up seven percent. The City was able to absorb those cost increases within the existing budget, along with all other typical cost increases, without needing any additional property tax revenue from citizens. Health insurance costs make up the largest portion of the City's personnel budget after salaries.

➤ **Expands public safety services**

Public safety continues to be one of the community's highest priorities and this budget maintains funding for the high level of services Colleyville citizens expect. Funding for 43 sworn police officers is maintained in the fiscal year 2019 budget, with 10 of those officers paid for by the Colleyville Crime Control and Prevention District (CCCPD) budget (funded by a ½ cent sales tax). This year in the CCCPD budget funding has been added for two new part-time public safety officers. These public safety officers are non-sworn employees of the police department (often retired officers), who will provide non-emergency duties now being performed by police officers such as assisting with traffic direction, assisting school crossing guards, and taking minor reports. The addition of the public safety officers will free up our police officers to spend more time patrolling our neighborhoods, building relationships and solving community issues. Funding for 41 certified firefighters is also continued in the FY 2019 budget. This will also be



the first fiscal year in which the department will operate two advanced life support (ALS) ambulances, enhancing service levels and response times.

- **Maintains current overall utility base rates for 1-inch residential meters, while providing additional funding for utility Capital Improvement Plan (CIP) projects**

Water and wastewater base rates are directly related to the City's budget for the Utility Fund, and rates are set to only recover the City's cost of operating the utility system. In fiscal year 2018, the budget funding needed was less than the prior year due to declining debt payments, and it was possible to lower water and wastewater base rates. The citizen's Water and Wastewater Rate Advisory Committee met to discuss long-term strategies for rates and how to fund future utility capital projects with cash, as opposed to debt. The committee recommended creating a new, separate capital funding component in the rate structure (CIP base rate) with the difference above what was needed for operations. The City Council implemented this recommendation, creating a CIP base rate in October 2018, while still maintaining the same base rates for customers in total.

Based on the fiscal year 2019 proposed utility operational costs, it is again possible to lower water and wastewater base rates. Continuing the direction received from the citizen committee, the proposed budget takes the amount that the water and wastewater rates could be decreased by and adds that amount to the CIP base rate. Original projections anticipated the need to increase the CIP base rate for fiscal year 2019 by \$2.85, but the proposed budget only recommends an increase of \$0.72 that is entirely funded from decreases in the water and wastewater base rates—meaning that the total for all base rates stays the same for 1-inch residential meters.

- **Includes investment in and replacement of the City's infrastructure**

Year 1 (fiscal year 2019) of the City's 5-Year CIP includes over \$15 Million in projects to replace aging infrastructure, both above and below ground. These projects include street rehabilitation, water line replacements, park improvements, and reinvestment in City facilities such as the library. Ensuring that these community assets are well maintained is and will continue to be a high priority. These projects are all fully-funded with cash that is currently available or with revenues projected to be received during this time period. No new debt is planned and the City is actively working to pay off all outstanding debt, which should be accomplished in less than 10 years.

- **Furtherers beautification efforts throughout the community**

The fiscal year 2019 proposed budget provides funding to further beautification efforts throughout the community. This includes improvements to medians and roundabouts, as well as a new public art program to incorporate bronze sculptures into the City's roundabouts. Funding is also included for design and installation



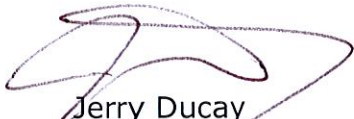
of median and right-of-way improvements along the SH26 corridor. The City recognizes that this corridor is truly Colleyville's main street, and the look and feel should be reflective of the exceptional quality found throughout Colleyville. This desired quality is above and beyond the standard landscape, hardscape, and streetlights provided by TxDOT, which is why the City has allocated additional funds to ensure the final product is something citizens can be proud of.

Additional documents included with this cover letter provide specific budget details and changes:

- Proposed Budget presentation
- Line item totals – FY 2018 (current year) vs. FY 2019 (proposed)
- Line item details for all proposed FY 2019 expenditures
- Proposed FY 2019 – FY 2023 Capital Improvement Plan

The proposed budget has been placed on the City's website. A public hearing on the proposed budget is scheduled for September 4, 2018, to allow citizens an opportunity to provide input.

The fiscal year 2019 budget is presented with the commitment and confidence that it effectively funds those priorities identified by the City Council. We look forward to receiving the City Council's input on the proposed budget and working with you to achieve all the goals set forth therein.



Jerry Duca
City Manager



Adrienne Lothery
Assistant City Manager

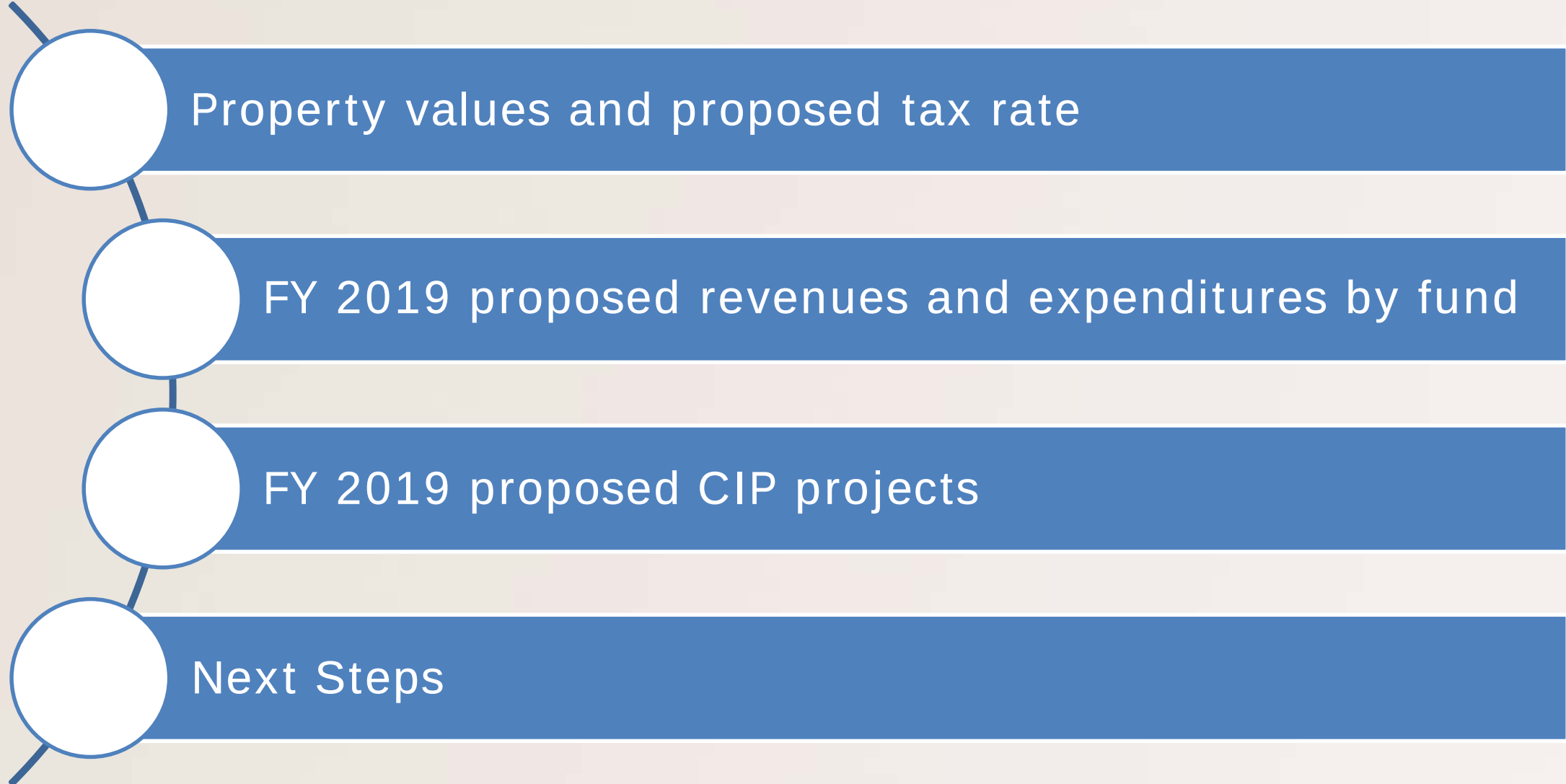


Mark Wood
Assistant City Manager

Fiscal Year 2019 Proposed Budget

City Council Worksession
August 7, 2018

Presentation Overview



Property Values



July 25, 2017 Certified

Est. Net Taxable Value: \$5,065,743,299
 (+10.4% --
 21% new construction;
 79% existing property)

TIF Value: \$372,873,919
 (+24.9%)

Not in TIF: \$4,692,869,380
 (+9.4%)

July 25, 2018 Certified

Est. Net Taxable Value: \$5,456,363,643
 (+7.7% --
 14.5% new construction;
 85.5% existing property)

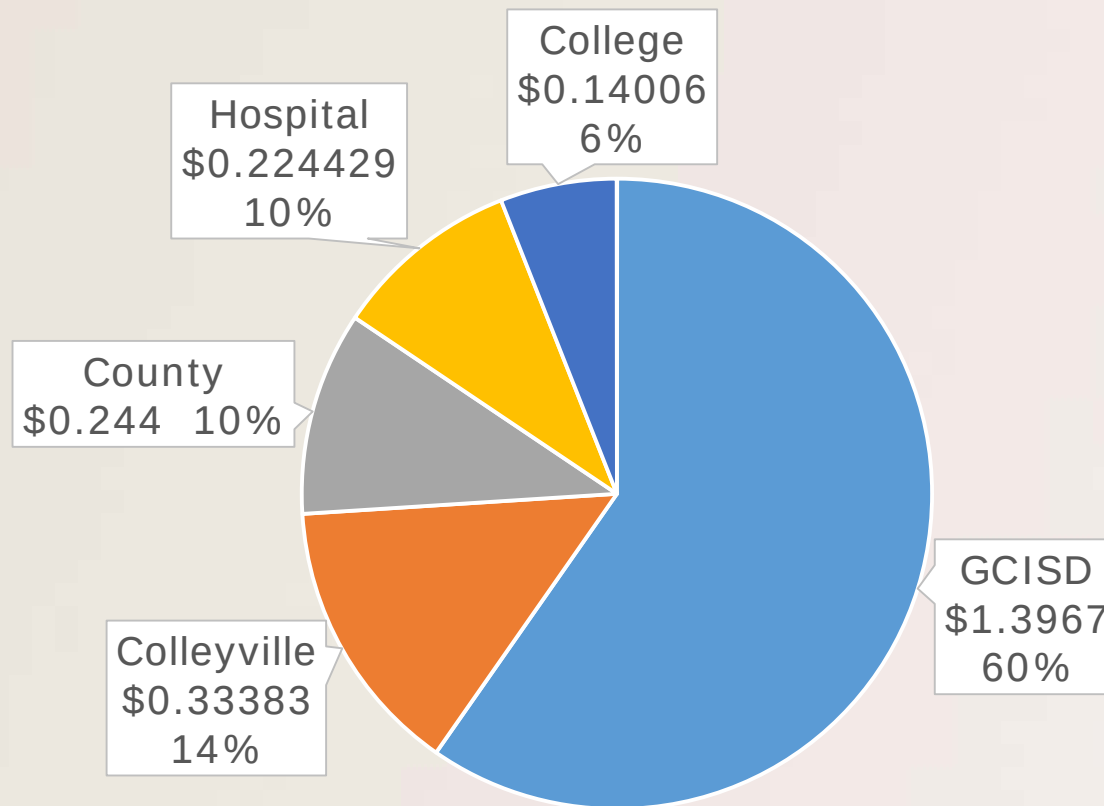
TIF Value: \$404,429,378
 (+8.5%)

Not in TIF: \$5,051,934,265
 (+7.7%)

FY 2018 Total Tax Rate



Total FY 2018 Tax Rate: \$2.34



$$\begin{aligned} &\$500,748 \text{ FY 2018 Avg. Value} \\ &\times \$2.34 \text{ total FY 2018 tax rate} \\ &= \$11,717 \text{ total payment} \end{aligned}$$

Proposed FY 2019 Property Tax Rate



2017 (FY18) Tax Rate: \$0.333834

I&S Tax Rate: \$0.017834

M&O Tax Rate: \$0.316000

2018 (FY19) Proposed Rate: \$0.320800*

I&S Tax Rate: \$0.017036

M&O Tax Rate: \$0.303764

Tax Rate Reduction: \$0.013034

****This is the effective tax rate***

Budget Year	Average Residential Property Value	Property Tax Rate	Average Property Tax Payment - City
2010	\$398,957	\$0.3559	\$1,419.89
2011	\$397,472	\$0.3559	\$1,414.60
2012	\$396,817	\$0.3559	\$1,412.28
2013	\$397,889	\$0.3559	\$1,416.09
2014	\$406,040	\$0.3559	\$1,445.10
2015	\$421,497	\$0.3559	\$1,500.11
2016	\$423,650	\$0.3559	\$1,507.77
2017	\$460,461	\$0.33913	\$1,561.56
2018	\$500,748	\$0.333834	\$1,671.67
2019	\$521,831	\$0.320800	\$1,674.03

History of Efforts



FY 2017

- Eliminated \$1.2 transfer from Utility Fund to General Fund– absorbed via operational efficiencies and minimal staffing reductions

FY 2018

- Continued operational efficiencies to absorb cost increases
- Only significant expenditure increase was fully funding the market increases to implement the Compensation & Classification study
- Hiring “chill”, ultimately eliminating vacant positions – essentially one in every department

FY 2019

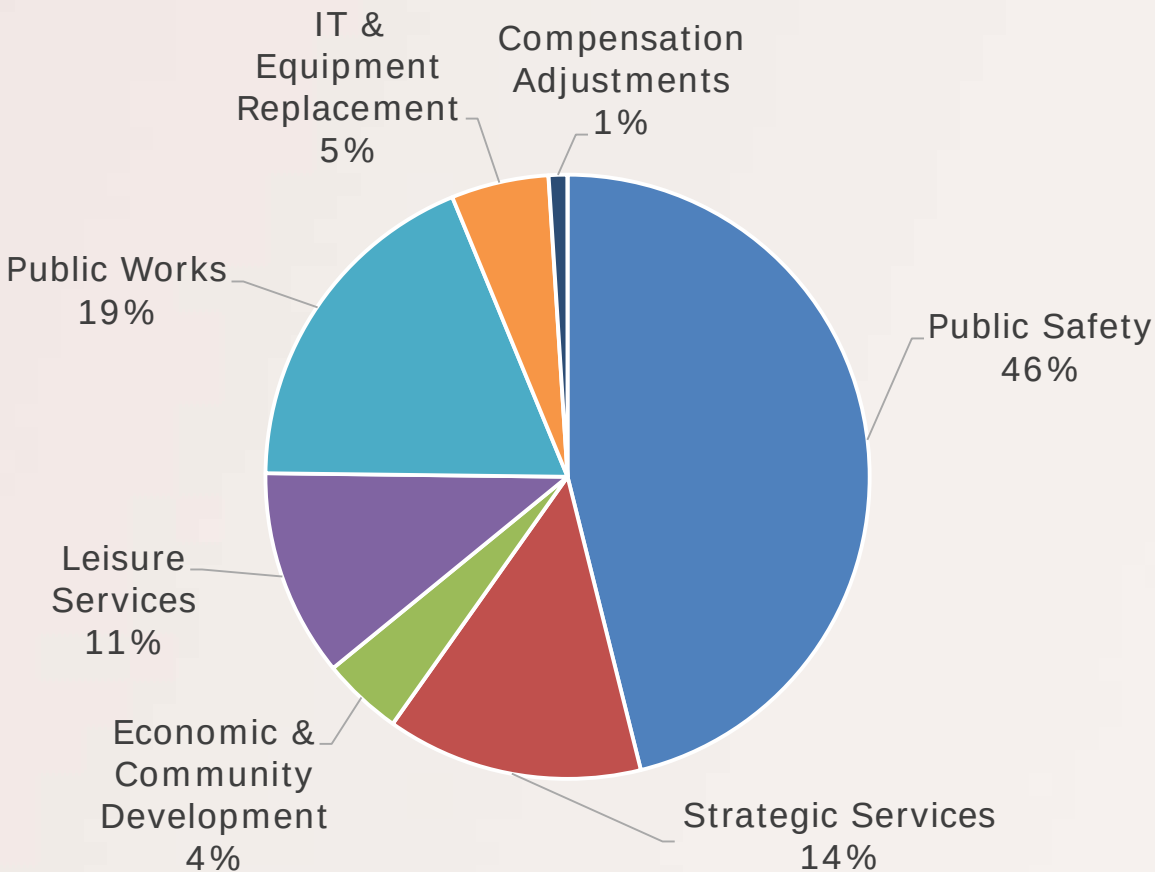
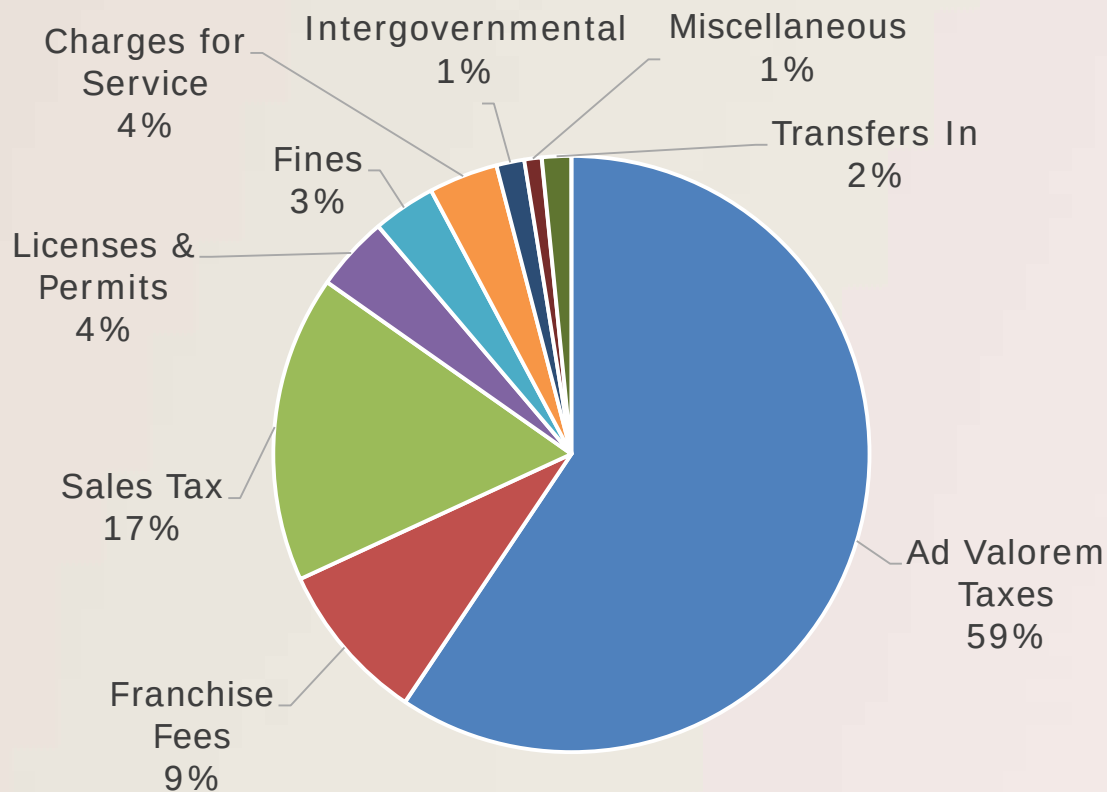
- Adapt processes to sustain leaner staffing model –able to absorb health insurance cost increases with savings from eliminated positions
- Continued operational efficiencies to absorb operating cost increases

General Fund Summary



	ADOPTED FY 2018	PROPOSED FY 2019	PROJECTED FY 2020	PROJECTED FY 2021	PROJECTED FY 2022
BEGINNING FUND BALANCE	\$8,866,760	\$9,106,515	\$9,172,988	\$9,235,023	\$9,294,814
REVENUE:					
Ad Valorem Taxes	\$14,322,575	\$14,322,575	\$14,895,478	\$15,491,297	\$16,110,949
Sales Tax	\$3,800,000	\$4,008,292	\$4,088,458	\$4,170,227	\$4,253,632
Franchise Fees	\$2,070,000	\$2,105,000	\$2,126,050	\$2,147,311	\$2,168,784
Licenses & Permits	\$968,400	\$975,400	\$985,154	\$995,006	\$1,004,956
Fines	\$920,460	\$822,604	\$830,830	\$839,138	\$847,530
Charges for Service	\$886,300	\$901,100	\$910,111	\$919,212	\$928,404
Intergovernmental	\$359,534	\$364,483	\$368,128	\$371,809	\$375,527
Miscellaneous Income	\$200,000	\$226,000	\$230,520	\$235,130	\$239,833
Transfers In	\$407,297	\$385,507	\$393,217	\$401,081	\$409,103
TOTAL REVENUES	\$23,934,566	\$24,110,961	\$24,827,946	\$25,570,212	\$26,338,717
Expenditures	\$22,194,811	\$22,544,488	\$23,265,912	\$24,010,421	\$24,778,754
Contribution- CIP projects	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000
TOTAL EXPENDITURES	\$23,694,811	\$24,044,488	\$24,765,912	\$25,510,421	\$26,278,754
NET REVENUE	\$239,755	\$66,473	\$62,034	\$59,791	\$59,963
ENDING FUND BALANCE	\$9,106,515	\$9,172,988	\$9,235,023	\$9,294,814	\$9,354,777
DAYS OF FUND BALANCE	140	139	136	133	130

General Fund Rev. & Exp. by Category



General Fund Expenditures by Department



	FY 2018 BUDGET	FY 2019 PROPOSED	\$ Change
COUNCIL	\$ 206,441	\$ 209,951	\$ 3,510
ADMINISTRATION	\$ 737,831	\$ 614,527	\$ (123,304)
BUILDING INSPECTION	\$ 425,886	\$ 436,861	\$ 10,975
COMM DEV P&Z	\$ 431,484	\$ 402,177	\$ (29,307)
ECONOMIC DEVELOPMENT	\$ 214,053	\$ 198,150	\$ (15,903)
CITY SECRETARY	\$ 234,153	\$ 168,211	\$ (65,942)
FINANCE	\$ 545,094	\$ 603,509	\$ 58,415
COURT	\$ 438,865	\$ 443,419	\$ 4,554
LEGAL	\$ 210,000	\$ 220,000	\$ 10,000
LIBRARY	\$ 553,848	\$ 550,962	\$ (2,886)
FIRE DEPARTMENT	\$ 4,942,360	\$ 5,578,793	\$ 636,433
POLICE DEPARTMENT	\$ 4,823,712	\$ 5,063,010	\$ 239,298
PARKS & RECREATION	\$ 1,718,402	\$ 1,723,974	\$ 5,572
COMMUNICATIONS	\$ 60,490	\$ 61,868	\$ 1,378
COLLEVILLE CENTER	\$ 368,041	\$ 387,174	\$ 19,133
HUMAN RESOURCES	\$ 356,224	\$ 285,282	\$ (70,942)
ENG PROF SVCS	\$ 469,799	\$ 469,452	\$ (347)
STREETS MAINTENANCE	\$ 3,182,621	\$ 3,243,307	\$ 60,686
FLEET SERVICES	\$ 242,309	\$ 259,492	\$ 17,183
FACILITY SERVICES	\$ 486,915	\$ 496,359	\$ 9,444
INFORMATION SERVICES & GIS	\$ 918,444	\$ 885,572	\$ (32,872)
COMPENSATION ADJUSTMENTS	\$ 673,722	\$ 241,687	\$ (432,035)
CAPITAL EQUIPMENT RESERVE	\$ 371,000	\$ 371,000	\$ -
NON-DEPARTMENTAL	\$ 1,083,117	\$ 1,129,751	\$ 46,634
TOTAL	\$ 23,694,811	\$ 24,044,488	\$ 349,677

Utility Fund Summary



	BUDGET FY 2018	PROPOSED FY 2019	PROJECTION FY 2020	PROJECTION FY 2021	PROJECTION FY 2022	PROJECTION FY 2023
TOTAL BEG. WORKING CAPITAL	4,253,847	4,267,322	4,267,323	4,267,323	4,267,323	4,267,323
FUND REVENUES						
Water Sales	11,195,957	0	0	0	0	0
Water - Base Rate	0	1,692,467	1,691,510	1,730,153	1,769,649	1,810,016
Water - Volumetric Rate	0	9,794,756	10,578,071	10,929,340	11,327,057	11,740,196
Wastewater Sales	4,024,060	0	0	0	0	0
Wastewater - Base Rate	0	1,281,579	1,272,404	1,302,665	1,333,611	1,365,257
Wastewater - Volumetric Rate	0	3,299,803	3,629,783	3,992,762	4,392,038	4,831,242
Water Installation	42,000	42,000	42,000	42,000	42,000	42,000
Wastewater Installation	15,000	15,000	15,000	15,000	15,000	15,000
Engineering Charges	5,000	5,000	5,000	5,000	5,000	5,000
Penalties	200,000	200,000	200,000	200,000	200,000	200,000
Miscellaneous	13,000	15,000	15,000	15,000	15,000	15,000
Interest Income	45,000	60,000	60,000	60,000	60,000	60,000
TOTAL REVENUES	15,540,017	16,405,605	17,508,768	18,291,920	19,159,354	20,083,710
FUND EXPENSES						
City Manager's Office	47,412	0	0	0	0	0
Utility Billing	433,425	457,638	466,791	476,127	485,649	495,362
IS GIS	63,316	66,549	66,549	68,878	71,289	73,784
Utility Support	1,124,497	1,178,946	1,202,525	1,226,575	1,251,107	1,276,129
Utility Operations - Water	677,952	701,346	715,373	729,681	744,274	759,160
TRA Water (volumetric)	6,313,042	6,627,588	7,252,545	7,437,538	7,660,664	7,890,484
TRA Water (debt)	3,052,783	3,167,168	3,325,526	3,491,802	3,666,392	3,849,712
Utility Operations - Wastewater	283,930	290,458	296,267	302,193	308,236	314,401
TRA Wastewater	2,798,735	3,299,803	3,629,783	3,992,762	4,392,038	4,831,242
Non-Departmental	222,108	233,605	238,277	243,043	247,903	252,862
Transfer to General Fund	196,920	226,117	234,031	242,222	250,700	259,474
Transfer to Colleyville Tomorrow Fund (Repayment)	44,286	44,286	0	0	0	0
Transfer to Utility CIP Fund for future vehicle replacement	81,100	81,100	81,100	81,100	81,100	81,100
Compensation Adjustment (merit pool)	29,711	31,000	0	0	0	0
Debt Service	157,325	0	0	0	0	0
TOTAL EXPENDITURES	15,526,542	16,405,604	17,508,768	18,291,920	19,159,354	20,083,710
NET INCOME	13,475	1	0	0	0	0
ENDING WORKING CAPITAL - 9/30	4,267,322	4,267,323	4,267,323	4,267,323	4,267,323	4,267,324

Utility Fund Summary (Expenditures)



PROPOSED
FY 2019

FUND EXPENSES

City Manager's Office

0

Utility Billing

457,638

IS GIS

66,549

Utility Support

1,178,946

Utility Operations - Water

701,346

TRA Water (volumetric)

6,627,588

TRA Water (debt)

3,167,168

Utility Operations - Wastewater

290,458

TRA Wastewater

3,299,803

Non-Departmental

233,605

Transfer to General Fund

226,117

Transfer to Colleyville Tomorrow Fund (Repayment)

44,286

Transfer to Utility CIP Fund for future vehicle replacement

81,100

Compensation Adjustment (merit pool)

31,000

Debt Service

0

TOTAL EXPENDITURES

16,405,604



City expenditures that
determine base rates



Amounts paid to TRA that
determine volumetric rates

Water & Wastewater Base Rates



Water Meter Size	FY 2018 Water	FY 2018 Wastewater	FY 2018 CIP (NEW)	FY 2018 Total
1" Meter	\$13.76	\$11.22	\$1.57	\$26.55
1.5" Meter	\$27.52	\$11.22	\$1.81	\$40.55
2" Meter	\$44.04	\$11.22	\$2.10	\$57.36
3" Meter	\$82.57	\$11.22	\$2.79	\$96.58
4" Meter	\$137.61	\$11.22	\$3.77	\$152.60

\$176,593 CIP base rate revenue

FY 2019 Consideration:

- Use savings/difference from lower water and wastewater base rates to increase the CIP funding component of the rate structure
- Align CIP base rate with AWWA meter equivalency ratios

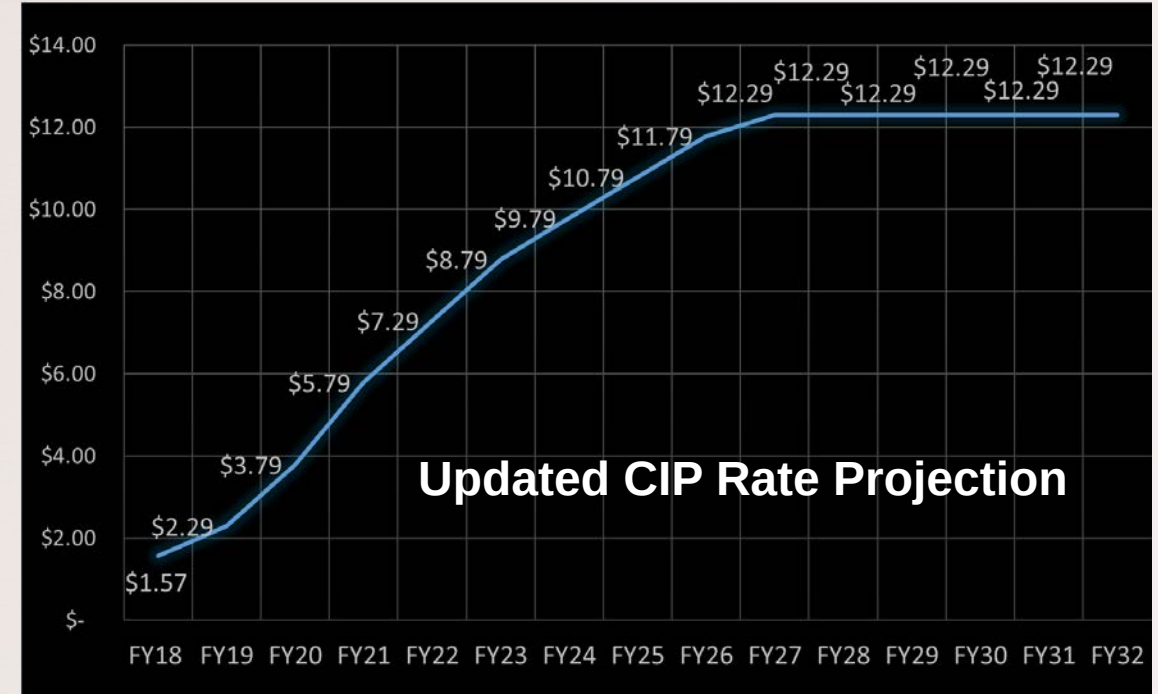
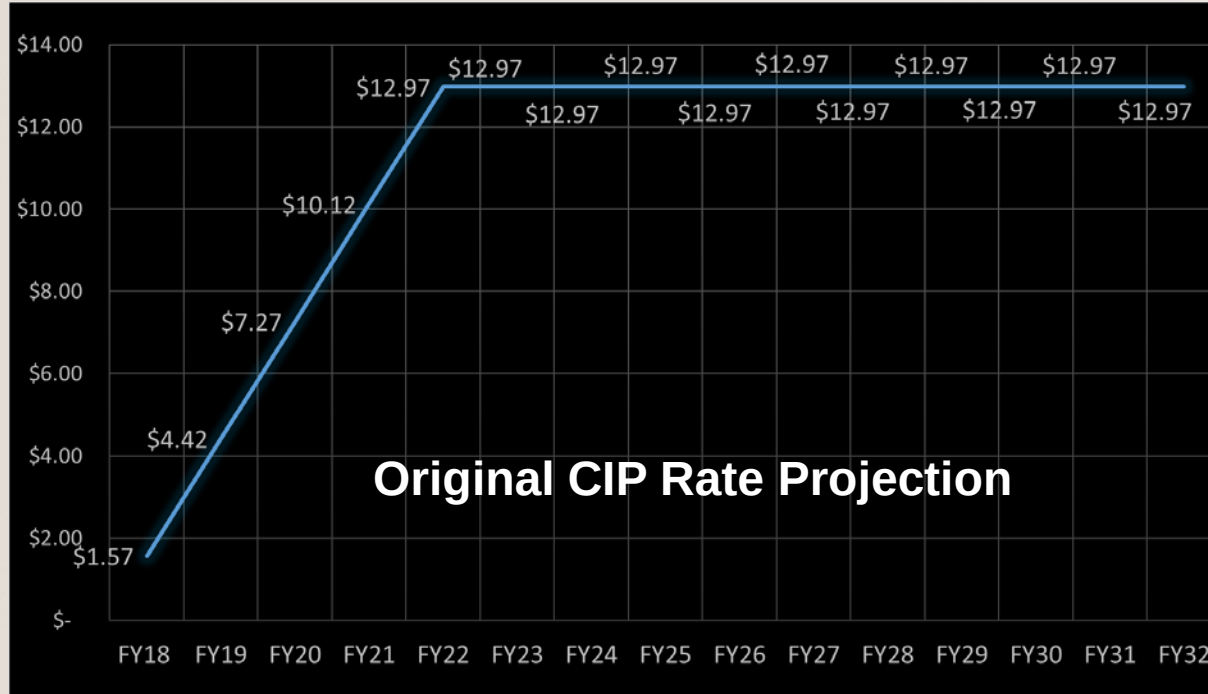
Water Meter Size	FY 2019 Water	FY 2019 Wastewater	FY 2019 CIP	FY 2019 Total
1" Meter	\$13.48	\$10.78	\$2.29	\$26.55
1.5" Meter	\$26.96	\$10.78	\$4.58	\$42.32
2" Meter	\$43.14	\$10.78	\$7.33	\$61.25
3" Meter	\$80.89	\$10.78	\$13.74	\$105.41
4" Meter	\$134.82	\$10.78	\$22.90	\$168.50

\$297,586 CIP base rate revenue
(would be \$282,501 w/o meter equivalency ratios implemented)

Customers by Meter Size
9,746
132
226
11
3

Note: rates shown are for in-city customers; wastewater rate is for residential customers

Utility CIP Base Rates



- Current 5-Year CIP is already fully funded with cash
- Goal is to ensure that the Utility Capital Projects Fund replenishes cash gradually to avoid needing debt in the future, beyond the current 5-Year plan
- Original projection anticipated increases of \$2.85 every year thru FY22 to the CIP base rate
- Updated projection anticipates increases of \$0.50 - \$2.00 thru FY27
- **Updated project costs and better than projected revenues to the Utility Capital Projects Fund has allowed for lower and slower rate increases to achieve the same goal**

Volumetric Rates



- Volumetric rates are pass through charges for the water and wastewater treatment services provided by TRA (i.e. the City calculates rates to only bring in what is anticipated to be paid out to TRA)
- The volumetric rate is driven by:
 1. TRA's operating budget (including purchase of raw water from TRWD)
 2. TRA's debt service requirements
 3. Usage - the number of Colleyville's water and wastewater gallons treated by TRA

Preliminary Volumetric Rates



Volumetric water rate per thousand gallons for in-city customers:

Current Rate	Preliminary New Rate	Difference
\$3.86	\$4.14	\$0.28

Volumetric wastewater rate per thousand gallons for in-city customers:

Current Rate	Preliminary New Rate	Difference
\$2.81	\$3.11	\$0.30

Note: Residential properties are charged based on the winter average for wastewater

Drainage Fund Summary



	BUDGETED FY 2018	PROJECTED FY 2019	PROJECTED FY 2020	PROJECTED FY 2021	PROJECTED FY 2022
TOTAL BEG. WORKING CAPITAL	2,032,304	1,512,822	1,714,134	1,474,819	448,087
FUND REVENUES					
Drainage Fees	950,880	956,760	962,640	968,520	974,400
Penalties/Misc	5,000	9,568	9,626	9,685	9,744
Interest Income	6,000	6,120	6,242	6,367	6,495
TOTAL OPERATING REVENUES	961,880	972,448	978,509	984,572	990,639
FUND EXPENSES					
Drainage Operations	460,591	492,690	509,934	527,782	546,254
Stormwater Management	113,383	118,550	122,699	126,994	131,439
IS GIS	20,456	21,501	21,931	22,370	22,817
Non-Departmental	6,511	6,525	6,753	6,990	7,234
Compensation Adjustment	5,847	6,200	0	0	0
Debt Service	124,574	125,670	131,506	127,169	0
Interfund loan repayment	0	0	0	0	0
TOTAL OPERATING EXPENSES	731,362	771,136	792,824	811,304	707,744
NET REVENUE	230,518	201,312	185,685	173,268	282,894
CAPITAL EXPENDITURES					
Vehicle/Equipment Replacement	250,000	0	0	0	0
Drainage CIP Projects	0	0	425,000	1,200,000	0
Update Drainage Master Plan	500,000	0	0	0	0
TOTAL EXPENDITURES	1,481,362	771,136	1,217,824	2,011,304	707,744
Addition to Working Capital / (Use of Working Capital)	(519,482)	201,312	(239,315)	(1,026,732)	282,894
ENDING WORKING CAPITAL	1,512,822	1,714,134	1,474,819	448,087	730,982
Required Coverage Ratio (25% of debt service)	31,144	31,418	32,877	31,792	0
ENDING AVAILABLE WORKING CAPITAL	1,481,679	1,682,716	1,441,942	416,295	730,982
Days of Working Capital	755	811	679	202	377

FY 2019 Focus:
completing the
Drainage Master Plan

Debt Service Fund Summary



	PROJECTED FY 2018	PROPOSED FY 2019	PROJECTED FY 2020	PROJECTED FY 2021	PROJECTED FY 2022	PROJECTED FY 2023
BEGINNING FUND BALANCE - 10/1	693,195	692,695	692,695	692,695	692,695	692,695
FUND REVENUES						
Current Property Taxes	810,367	682,115	566,723	563,723	566,198	563,298
Delinquent Property Taxes	5,000	5,000	5,000	5,000	5,000	5,000
Penalty & Interest	5,000	5,000	5,000	5,000	5,000	5,000
Transfer-in CCCPD Fund* *	501,845	509,100	0	0	0	0
Transfer-in TIF Fund* *	654,200	653,725	654,675	0	0	0
Interest Income/Other	5,000	5,000	5,000	5,000	5,000	5,000
Use of Available Cash	0	0	0	0	0	0
TOTAL REVENUES	1,981,412	1,859,940	1,236,398	578,723	581,198	578,298
FUND EXPENDITURES						
2006 G.O. Refunding Bonds	538,938	549,828	0	0	0	0
2011 G.O. Refunding Bonds	165,450	170,000	173,400	0	0	0
2016 G.O. Refunding Bonds	933,450	923,300	963,025	478,750	481,225	478,325
2016 Engine Lease	48,485	48,485	48,485	48,485	48,485	48,485
Ambulance Lease	50,000	49,988	49,988	49,988	49,988	49,988
2017 Ambulance Lease down pymt	127,500	0	0	0	0	0
2010 Fire Truck Lease	116,839	116,839	0	0	0	0
Paying Agent	1,250	1,500	1,500	1,500	1,500	1,500
TOTAL EXPENDITURES	1,981,912	1,859,940	1,236,398	578,723	581,198	578,298
LESS USE OF AVAILABLE CASH	0	0	0	0	0	0
ENDING FUND BALANCE - 9/30	692,695	692,695	692,695	692,695	692,695	692,695

FY 2019 I&S
Tax Rate:
\$0.017036

- General obligation debt paid off in FY 2028
- Now setting aside General Fund cash each year for future fire engine/truck replacements to avoid future debt issuance

Summary by Fund



FY 2019 Proposed	General Fund	Utility Fund	Drainage Fund	Debt Service Fund
Operating Revenues	\$24,110,961	\$16,405,605	\$972,448	\$1,859,940
Operating Expenditures	\$24,044,488	\$16,405,604	\$771,136	\$1,859,940

Highlights: Other Funding Sources



Other Operating Budgets:

- Colleyville Crime Control & Prevention District (CCCPD) Fund
- Colleyville Economic Development Corporation (CEDC) Fund

Special Revenue Funds & Capital Projects Funds:

- Funds appropriated by Council as Boards, Committees, or staff recommend expenditures
- Use on capital projects is reflected in the 5-Year CIP

Year-end Budget Amendment



Year-end Budget Amendment: 1st reading on September 4th

- Transfer balance of additional General Fund revenues over expenditures to the Capital Projects Fund for future CIP projects
- Transfer balance of additional Utility Fund revenues over expenditures to the Utility Capital Projects Fund for future CIP projects
- Establish a Drainage Capital Projects Fund by transferring over excess fund balance in the Drainage Operating Fund

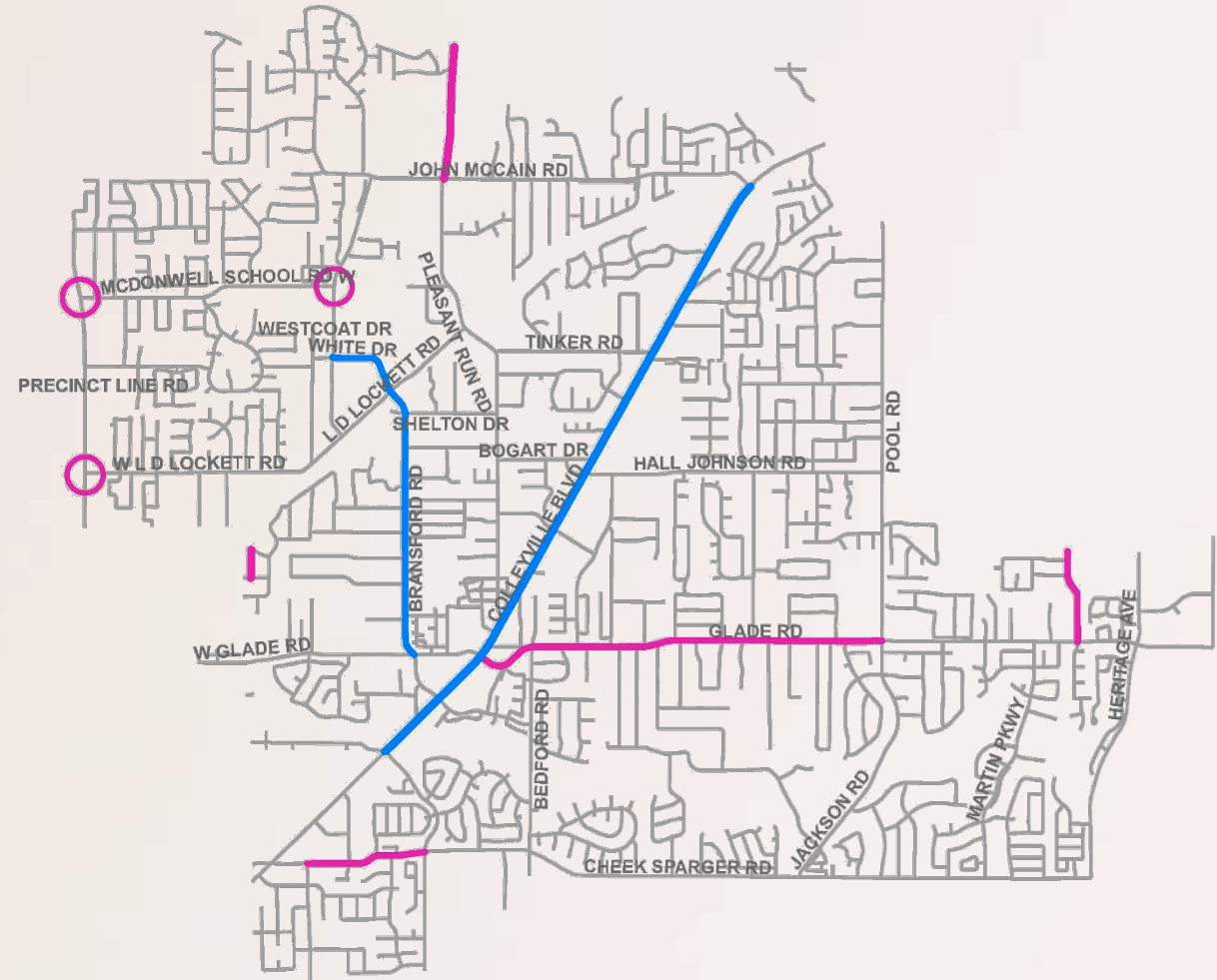
Capital Improvement Plan



Proposed Projects 2019



STREET PROJECTS 2019	
Bransford Road Rehabilitation (Glade to LD Lockett) County	\$706,000
Cheek-Sparger (San Bar to Brown Trail)	\$2,085,395
Glade Road (PH2 Manning to Pool) ROW Acquisition	\$200,000
L.D. Lockett Road Right Turn Lane - Design	\$25,000
McDonwell School Road Right Turn Lane - Design	\$25,000
McDonwell School Road and Westcoat Drive Roundabout (ROW Acquisition)	\$250,000
Roberts Road (Glade to Grapevine City Limits) Design	\$354,000
Roberts Road (Glade to Grapevine City Limits) ROW Acquisition	\$500,000
SH26 Lighting	\$3,000,000
SH26 Medians and ROW	\$4,000,000
Street Maintenance Program	\$500,000
TOTAL STREET PROJECTS	\$11,645,395



Proposed Projects 2019



UTILITY PROJECTS 2019	
Bransford Water Tank Rehabilitation - Design	\$80,000
LD Lockett Pump Station Backup Generator	\$140,000
Pleasant Run Waterline (John McCain North to Bear Creek) Design	\$105,000
Water Project 7: Demolish Overland Trail Pump Station	\$130,000
Water Project 10: Apple Valley Subdivision , Rustic Oaks Subdivisions, and Bills Lane Water Lines Design	\$70,000
Storm Drainage Master Plan	\$500,000
TOTAL UTILITY PROJECTS	\$1,025,000

OTHER PROJECTS 2019	
City Hall Backup Generator	\$181,000
City Hall/Library HVAC Replacement	\$327,600
Library Renovations	\$315,516
Plaza at City Hall	\$1,750,000
Colleyville Center Replacement of Palladium Windows/Patio	\$280,000
Webb House Repairs	\$265,000
TOTAL OTHER PROJECTS	\$3,119,116

TOTAL STREET PROJECTS	\$11,645,395
TOTAL UTILITY PROJECTS	\$1,025,000
TOTAL OTHER PROJECTS	\$3,119,116
TOTAL COMBINED 2019 PROJECTED COSTS	\$15,789,511

Key Accomplishments



- Proposed the effective tax rate
- Provides a balanced budget
- Demonstrates responsible fiscal management with corporate-like efficiency
- Expands public safety services
- Maintains current overall utility base rates for 1-inch residential meters, while providing additional funding for utility CIP projects
- Includes investment in and replacement of the City's infrastructure
- Furthers beautification efforts throughout the community

Next Steps: Meeting Dates



August 2018							August		
Su	M	Tu	W	Th	F	Sa			
			1	2	3	4	3-Aug	City Manager's proposed budget distributed to City Council	City Manager's Office
5	6	7	8	9	10	11	7-Aug	Worksession- Presentation of the Proposed Budget	City Council
12	13	14	15	16	17	18		Submission of certified appraisal roll & collection rate	
19	20	21	22	23	24	25		Submission of effective and rollback tax calculations	
26	27	28	29	30	31			2nd Reading of CCCPD budget - approval by the governing body	
								Approval of a proposed tax rate (for public hearings & notices)	
							14-Aug	Colleyville Eco. Dev. Corporation (CEDC) Budget Worksession	CEDC Board
							16-Aug	Publish Combined Notice of Effective and Rollback Tax Rate	City Manager's Office
								Publish Notice of Budget Public Hearing	
							28-Aug	Colleyville Economic Development Corporation meeting	CEDC Board
								- Adoption of Budget, EDCIP, and Annual Activity Report	

Next Steps: Meeting Dates



September 2018							September		
Su	M	Tu	W	Th	F	Sa			
						1	4-Sep	Presentation of the CEDC annual activity report	City Council
2	3	4	5	6	7	8		1st reading of budget ordinance and budget public hearing	
9	10	11	12	13	14	15		1st reading of tax rate ordinance (2nd public hearing, if needed)	
16	17	18	19	20	21	22		1st reading of CEDC budget ordinance	
23	24	25	26	27	28	29		1st reading of current FY year-end budget amendment	
30								1st reading of ordinance for any fee changes (if needed)	
								1st reading of ordinance for utility base rate changes (if needed)	
								Resolution adopting the EDCIP	
							18-Sep	2nd reading of budget ordinance (official adoption)	City Council
								2nd reading of tax rate ordinance (official adoption)	
								2nd reading of CEDC budget ordinance	
								2nd reading of current FY year-end budget amendment	
								2nd reading of ordinance for any fee changes (if needed)	
								2nd reading of ordinance for utility base rate changes (if needed)	
								Resolution adopting the 5-Year CIP	

Questions and Discussion

Citizens can view the Proposed FY 2019 Proposed Budget
at www.colleyville.com.

GENERAL FUND			FY 2018 BUDGET	FY 2019 PROPOSED
REVENUE				
10000	5101	CURRENT TAXES	\$ 14,242,575.00	\$ 14,242,575.00
10000	5102	DELINQUENT TAXES	\$ 25,000.00	\$ 25,000.00
10000	5103	PENALTY & INTEREST	\$ 55,000.00	\$ 55,000.00
10000	5201	ONCOR ELECTRIC DELIVERY	\$ 885,000.00	\$ 890,000.00
10000	5202	TRI-COUNTY ELECTRIC	\$ 100,000.00	\$ 105,000.00
10000	5203	ATMOS ENERGY	\$ 325,000.00	\$ 350,000.00
10000	5204	AT&T SERVICES	\$ 60,000.00	\$ 60,000.00
10000	5205	VERIZON/OTHERS	\$ 65,000.00	\$ 65,000.00
10000	5206	GARBAGE/RECYCLING	\$ 160,000.00	\$ 160,000.00
10000	5207	CABLE TV	\$ 475,000.00	\$ 475,000.00
10000	5301	SALES TAX	\$ 3,700,000.00	\$ 3,903,292.00
10000	5302	MIXED BEVERAGE TAX	\$ 100,000.00	\$ 105,000.00
10000	5411	BUILDING	\$ 625,000.00	\$ 625,000.00
10000	5412	PLUMBING	\$ 72,000.00	\$ 57,600.00
10000	5413	MECHANICAL PERMIT	\$ 48,000.00	\$ 48,000.00
10000	5414	ELECTRICAL	\$ 51,000.00	\$ 57,600.00
10000	5416	CITY LICENSE	\$ 26,000.00	\$ 46,000.00
10000	5417	BUILDING PLAN REVIEW FEE	\$ 88,000.00	\$ 88,000.00
10000	5418	NEW BUSINESS	\$ 7,400.00	\$ 7,200.00
10000	5420	SIGN PERMITS	\$ 8,000.00	\$ 8,000.00
10000	5421	FENCE PERMITS	\$ 15,000.00	\$ 15,000.00
10000	5423	FIRE PERMIT FEES	\$ 8,000.00	\$ 8,000.00
10000	5424	IRRIGATION PERMITS	\$ 20,000.00	\$ 15,000.00
10000	5425	GAS & OIL WELL PERMIT FEE	\$ -	\$ -
10000	5511	RE-ZONING	\$ 9,000.00	\$ 11,000.00
10000	5512	PLAT FEE	\$ 7,200.00	\$ 7,500.00
10000	5514	BOARD OF ADJUSTMENT	\$ 2,000.00	\$ 2,000.00
10000	5611	FINES-BUDGETED	\$ 850,000.00	\$ 750,000.00
10000	5612	ALARM FEES	\$ 53,000.00	\$ 55,000.00
10000	5630	LIBRARY FINES	\$ 17,460.00	\$ 17,604.00
10000	5711	SALE OF MATERIAL	\$ 100.00	\$ 100.00
10000	5712	WEED MOWING	\$ 7,000.00	\$ 6,000.00
10000	5714	SALE OF SURPLUS PROPERTY	\$ 5,000.00	\$ 5,000.00
10000	5715	SITE PLAN REVIEW FEE	\$ 1,000.00	\$ 2,000.00
10000	5716	EARNED INTEREST	\$ 45,000.00	\$ 55,000.00
10000	5719	MISCELLANEOUS	\$ 60,000.00	\$ 60,000.00
10000	5721	AMBULANCE	\$ 320,000.00	\$ 345,000.00
10000	5722	RECREATION PROGRAM	\$ 193,500.00	\$ 195,000.00
10000	5730	LANDSCAPING PLAN FEE	\$ -	\$ 1,000.00
10000	5759	CREDIT CARD FEE REVENUE	\$ -	\$ 16,000.00
10000	5811	ENGINEERING-INSPECTION	\$ 20,000.00	\$ 15,000.00
10000	5813	MATERIALS TESTING FEE	\$ 10,000.00	\$ 8,000.00
10000	5826	KELLER COURT	\$ 260,538.00	\$ 260,538.00
10000	5828	SRO REIMBURSEMENT	\$ 98,996.00	\$ 103,945.00

10000	5832	ANTENNA LEASES	\$	90,000.00	\$	90,000.00
10000	5845	LOT DRAINAGE INSPECTION	\$	15,000.00	\$	17,000.00
10000	5855	FIELD USE FEE	\$	21,500.00	\$	21,500.00
10000	5872	TRANSFER FROM UTILITY FUND	\$	196,920.00	\$	226,117.00
10000	5873	COLLEYVILLE CENTER REVENUES	\$	240,000.00	\$	230,000.00
10000	5874	NON RESIDENT FEE - PARKS	\$	40,000.00	\$	40,000.00
10000	5892	TRANSFER IN - FM TIF	\$	210,377.00	\$	159,390.00

TOTAL	GENERAL FUND REVENUE			\$ 23,934,566.00	\$ 24,110,961.00
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EXPENDITURES

11010 COUNCIL

11010	6204	TRAVEL	\$	19,775.00	\$	19,775.00
11010	6209	DUES & SUBSCRIPTIONS	\$	9,611.00	\$	9,551.00
11010	6226	MISC. CONTRACTUAL SERVICES	\$	26,240.00	\$	29,750.00
11010	6293	COMMITTEE EXPENSE	\$	-	\$	-
11010	6294	COUNCIL EXPENSES	\$	10,870.00	\$	10,980.00
11010	6298	COUNCIL CONTINGENCY	\$	120,000.00	\$	120,000.00
11010	6301	OFFICE SUPPLIES	\$	-	\$	-
11010	6308	PRINTING	\$	10,200.00	\$	10,150.00
11010	6323	COUNCIL SUPPLIES	\$	9,745.00	\$	9,745.00

TOTAL	COUNCIL			\$ 206,441.00	\$ 209,951.00
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11110 ADMINISTRATION

11110	6101	SALARIES	\$	533,808.00	\$	431,107.00
11110	6102	TEMPORARY HELP	\$	-	\$	24,960.00
11110	6105	SALARY SAVINGS	\$	(11,092.00)	\$	(13,098.00)
11110	6141	FICA EXPENSE	\$	35,232.00	\$	34,145.00
11110	6142	GROUP HEALTH INSURANCE	\$	48,371.00	\$	36,291.00
11110	6143	WORKERS' COMPENSATION	\$	1,158.00	\$	1,855.00
11110	6145	UNEMPLOYMENT COMPENSATION	\$	1,035.00	\$	1,242.00
11110	6146	RETIREMENT	\$	49,940.00	\$	38,871.00
11110	6148	LONGEVITY PAY	\$	1,915.00	\$	559.00
11110	6152	ACCRUED LEAVE PAY	\$	18,869.00	\$	-
11110	6204	TRAVEL	\$	7,500.00	\$	7,500.00
11110	6206	TRAINING	\$	9,650.00	\$	9,395.00
11110	6207	PRE-EMPLOYMENT	\$	-	\$	100.00
11110	6209	DUES & SUBSCRIPTIONS	\$	5,220.00	\$	6,650.00
11110	6226	MISC. CONTRACTUAL SERVICES	\$	34,050.00	\$	32,050.00
11110	6298	COUNCIL CONTINGENCY	\$	-	\$	-
11110	6301	OFFICE SUPPLIES	\$	875.00	\$	1,000.00
11110	6302	POSTAGE	\$	-	\$	-
11110	6303	OPERATING SUPPLIES	\$	1,000.00	\$	1,100.00
11110	6305	UNIFORMS	\$	-	\$	400.00
11110	6308	PRINTING	\$	300.00	\$	400.00

TOTAL	ADMINISTRATION			\$ 737,831.00	\$ 614,527.00
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11210 BUILDING INSPECTION

11210	6101	SALARIES	\$	304,335.00	\$	301,925.00
11210	6105	SALARY SAVINGS	\$	(6,131.00)	\$	(6,097.00)
11210	6139	OVERTIME	\$	1,442.00	\$	1,442.00
11210	6141	FICA EXPENSE	\$	23,453.00	\$	23,319.00
11210	6142	GROUP HEALTH INSURANCE	\$	47,771.00	\$	59,485.00
11210	6143	WORKERS' COMPENSATION	\$	959.00	\$	2,217.00
11210	6145	UNEMPLOYMENT COMPENSATION	\$	1,035.00	\$	1,035.00
11210	6146	RETIREMENT	\$	27,607.00	\$	27,450.00
11210	6148	LONGEVITY PAY	\$	795.00	\$	1,465.00
11210	6204	TRAVEL	\$	1,500.00	\$	1,500.00
11210	6206	TRAINING	\$	5,425.00	\$	5,425.00
11210	6207	PRE-EMPLOYMENT	\$	-	\$	-
11210	6209	DUES & SUBSCRIPTIONS	\$	1,724.00	\$	1,724.00
11210	6225	COMPUTER SERVICES	\$	-	\$	-
11210	6226	MISC. CONTRACTUAL SERVICES	\$	5,000.00	\$	5,000.00
11210	6240	CELL PHONES	\$	888.00	\$	888.00
11210	6261	VEHICLE MAINTENANCE	\$	3,000.00	\$	3,000.00
11210	6262	GAS AND OIL	\$	3,000.00	\$	3,000.00
11210	6301	OFFICE SUPPLIES	\$	678.00	\$	678.00
11210	6302	POSTAGE	\$	-	\$	-
11210	6303	OPERATING SUPPLIES	\$	265.00	\$	265.00
11210	6305	UNIFORMS	\$	1,220.00	\$	1,220.00
11210	6308	PRINTING	\$	920.00	\$	920.00
11210	6312	COMPUTER SUPPLIES	\$	-	\$	-
11210	6313	SMALL TOOLS	\$	250.00	\$	250.00
11210	6326	SAFETY EQUIPMENT/SUPPLIES	\$	750.00	\$	750.00
11210	6360	MINOR OPERATING OUTLAY	\$	-	\$	-
11210	6650	MOTOR VEHICLES	\$	-	\$	-

TOTAL	BUILDING INSPECTION	\$	425,886.00	\$	436,861.00
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11310 ECONOMIC DEVELOPMENT

11310	6101	SALARIES	\$	141,604.00	\$	124,240.00
11310	6105	SALARY SAVINGS	\$	(2,832.00)	\$	(2,487.00)
11310	6141	FICA EXPENSE	\$	8,698.00	\$	8,698.00
11310	6142	GROUP HEALTH INSURANCE	\$	9,554.00	\$	11,897.00
11310	6143	WORKERS' COMPENSATION	\$	296.00	\$	519.00
11310	6145	UNEMPLOYMENT COMPENSATION	\$	207.00	\$	207.00
11310	6146	RETIREMENT	\$	12,751.00	\$	11,197.00
11310	6148	LONGEVITY PAY	\$	-	\$	104.00
11310	6204	TRAVEL	\$	15,300.00	\$	12,900.00
11310	6206	TRAINING	\$	2,700.00	\$	2,700.00
11310	6207	PRE-EMPLOYMENT	\$	-	\$	-
11310	6209	DUES & SUBSCRIPTIONS	\$	3,210.00	\$	3,210.00
11310	6226	MISC. CONTRACTUAL SERVICES	\$	15,780.00	\$	18,180.00
11310	6236	ADVERTISING	\$	5,350.00	\$	4,350.00
11310	6246	OFFICE EQUIP & MAINTENANCE	\$	-	\$	-

11310	6301	OFFICE SUPPLIES	\$	650.00	\$	650.00
11310	6302	POSTAGE	\$	-	\$	-
11310	6303	OPERATING SUPPLIES	\$	550.00	\$	550.00
11310	6305	UNIFORMS	\$	-	\$	-
11310	6308	PRINTING	\$	235.00	\$	1,235.00
11310	6312	COMPUTER SUPPLIES	\$	-	\$	-
11310	6360	MINOR OPERATING OUTLAY	\$	-	\$	-
TOTAL ECONOMIC DEVELOPMENT			\$	214,053.00	\$	198,150.00
11410 CITY SECRETARY						
11410	6101	SALARIES	\$	151,665.00	\$	100,583.00
11410	6105	SALARY SAVINGS	\$	(3,150.00)	\$	(2,125.00)
11410	6141	FICA EXPENSE	\$	12,050.00	\$	8,129.00
11410	6142	GROUP HEALTH INSURANCE	\$	19,108.00	\$	11,897.00
11410	6143	WORKERS' COMPENSATION	\$	329.00	\$	444.00
11410	6145	UNEMPLOYMENT COMPENSATION	\$	414.00	\$	414.00
11410	6146	RETIREMENT	\$	14,185.00	\$	9,569.00
11410	6148	LONGEVITY PAY	\$	3,000.00	\$	1,898.00
11410	6152	ACCRUED LEAVE PAY	\$	2,849.00	\$	3,778.00
11410	6204	TRAVEL	\$	1,040.00	\$	1,200.00
11410	6206	TRAINING	\$	2,650.00	\$	3,430.00
11410	6207	PRE-EMPLOYMENT	\$	-	\$	-
11410	6208	ORGANIZATIONAL DEVELOPMENT	\$	-	\$	-
11410	6209	DUES & SUBSCRIPTIONS	\$	285.00	\$	177.00
11410	6215	ELECTION EXPENSES	\$	7,095.00	\$	7,945.00
11410	6226	MISC. CONTRACTUAL SERVICES	\$	6,700.00	\$	6,400.00
11410	6231	LEGAL ADVERTISING	\$	3,500.00	\$	3,000.00
11410	6237	CODIFICATION	\$	4,235.00	\$	3,750.00
11410	6245	EQUIPMENT RENTAL	\$	3,000.00	\$	2,920.00
11410	6293	COMMITTEE EXPENSE	\$	1,546.00	\$	1,150.00
11410	6295	SPECIAL PROJ/CONTRIBUTION	\$	800.00	\$	800.00
11410	6301	OFFICE SUPPLIES	\$	300.00	\$	300.00
11410	6302	POSTAGE	\$	700.00	\$	700.00
11410	6303	OPERATING SUPPLIES	\$	1,805.00	\$	1,805.00
11410	6308	PRINTING	\$	47.00	\$	47.00
TOTAL CITY SECRETARY			\$	234,153.00	\$	168,211.00
11510 FINANCE						
11510	6101	SALARIES	\$	295,356.00	\$	308,402.00
11510	6102	TEMPORARY HELP	\$	-	\$	-
11510	6105	SALARY SAVINGS	\$	(6,065.00)	\$	(6,826.00)
11510	6139	OVERTIME	\$	487.00	\$	487.00
11510	6141	FICA EXPENSE	\$	23,196.00	\$	26,109.00
11510	6142	GROUP HEALTH INSURANCE	\$	38,216.00	\$	47,588.00
11510	6143	WORKERS' COMPENSATION	\$	633.00	\$	1,426.00
11510	6145	UNEMPLOYMENT COMPENSATION	\$	828.00	\$	828.00
11510	6146	RETIREMENT	\$	27,305.00	\$	30,734.00

11510	6148	LONGEVITY PAY	\$	2,715.00	\$	3,020.00
11510	6152	ACCRUED LEAVE PAY	\$	4,668.00	\$	29,393.00
11510	6204	TRAVEL	\$	4,400.00	\$	4,300.00
11510	6206	TRAINING	\$	10,750.00	\$	9,250.00
11510	6207	PRE-EMPLOYMENT	\$	-	\$	-
11510	6209	DUES & SUBSCRIPTIONS	\$	1,184.00	\$	2,034.00
11510	6221	AUDIT	\$	14,523.00	\$	19,666.00
11510	6222	TAX COLLECTION/ASSESSING	\$	118,447.00	\$	118,447.00
11510	6225	COMPUTER SERVICES	\$	-	\$	-
11510	6231	LEGAL ADVERTISING	\$	179.00	\$	179.00
11510	6233	BANK SERVICE CHARGES	\$	3,000.00	\$	3,000.00
11510	6301	OFFICE SUPPLIES	\$	1,469.00	\$	1,469.00
11510	6302	POSTAGE	\$	-	\$	100.00
11510	6303	OPERATING SUPPLIES	\$	2,303.00	\$	2,028.00
11510	6308	PRINTING	\$	1,500.00	\$	1,875.00
11510	6360	MINOR OPERATING OUTLAY	\$	-	\$	-
TOTAL	FINANCE		\$	545,094.00	\$	603,509.00
11610	LEGAL					
11610	6216	LEGAL COUNCIL & SERVICES	\$	210,000.00	\$	220,000.00
TOTAL	LEGAL		\$	210,000.00	\$	220,000.00
11710	LIBRARY					
11710	6101	SALARIES	\$	387,441.00	\$	344,417.00
11710	6102	TEMPORARY HELP	\$	1,500.00	\$	1,500.00
11710	6105	SALARY SAVINGS	\$	(7,950.00)	\$	(7,054.00)
11710	6139	OVERTIME	\$	-	\$	-
11710	6141	FICA EXPENSE	\$	28,788.00	\$	25,062.00
11710	6142	GROUP HEALTH INSURANCE	\$	47,771.00	\$	47,588.00
11710	6143	WORKERS' COMPENSATION	\$	899.00	\$	810.00
11710	6145	UNEMPLOYMENT COMPENSATION	\$	1,656.00	\$	1,242.00
11710	6146	RETIREMENT	\$	35,661.00	\$	31,760.00
11710	6148	LONGEVITY PAY	\$	2,749.00	\$	2,209.00
11710	6152	ACCRUED LEAVE PAY	\$	5,827.00	\$	6,060.00
11710	6204	TRAVEL	\$	2,750.00	\$	2,750.00
11710	6206	TRAINING	\$	4,100.00	\$	4,100.00
11710	6207	PRE-EMPLOYMENT	\$	245.00	\$	245.00
11710	6209	DUES & SUBSCRIPTIONS	\$	1,467.00	\$	1,498.00
11710	6226	MISC. CONTRACTUAL SERVICES	\$	30,682.00	\$	32,065.00
11710	6246	OFFICE EQUIP & MAINTENANCE	\$	591.00	\$	615.00
11710	6265	LIBRARY PROGRAMS	\$	-	\$	46,300.00
11710	6301	OFFICE SUPPLIES	\$	2,500.00	\$	2,500.00
11710	6302	POSTAGE	\$	120.00	\$	120.00
11710	6303	OPERATING SUPPLIES	\$	6,551.00	\$	6,675.00
11710	6308	PRINTING	\$	500.00	\$	500.00
11710	6312	COMPUTER SUPPLIES	\$	-	\$	-
11710	6332	BOOKS-FICTION-ADULT	\$	-	\$	-

11710	6334	BOOKS-NONFICTION-ADULT	\$	-	\$	-
11710	6337	BOOKS-FICTION-YOUTH	\$	-	\$	-
11710	6339	BOOKS-NONFICTION-YOUTH	\$	-	\$	-
11710	6353	BOOKS-FICTION-YOUNG ADULT	\$	-	\$	-
TOTAL	LIBRARY		\$	553,848.00	\$	550,962.00
11810 ENG PROF SVCS						
11810	6101	SALARIES	\$	244,090.00	\$	244,634.00
11810	6105	SALARY SAVINGS	\$	(5,133.00)	\$	(5,158.00)
11810	6139	OVERTIME	\$	7,134.00	\$	7,134.00
11810	6141	FICA EXPENSE	\$	19,571.00	\$	19,248.00
11810	6142	GROUP HEALTH INSURANCE	\$	26,274.00	\$	32,717.00
11810	6143	WORKERS' COMPENSATION	\$	753.00	\$	734.00
11810	6145	UNEMPLOYMENT COMPENSATION	\$	569.00	\$	569.00
11810	6146	RETIREMENT	\$	23,114.00	\$	22,675.00
11810	6148	LONGEVITY PAY	\$	1,052.00	\$	50.00
11810	6152	ACCRUED LEAVE PAY	\$	4,393.00	\$	-
11810	6204	TRAVEL	\$	2,500.00	\$	2,500.00
11810	6206	TRAINING	\$	8,490.00	\$	8,490.00
11810	6207	PRE-EMPLOYMENT	\$	-	\$	-
11810	6209	DUES & SUBSCRIPTIONS	\$	4,189.00	\$	4,189.00
11810	6223	ENGINEERING SERVICES	\$	28,938.00	\$	27,805.00
11810	6225	COMPUTER SERVICES	\$	3,200.00	\$	3,200.00
11810	6226	MISC. CONTRACTUAL SERVICES	\$	61,635.00	\$	61,635.00
11810	6231	LEGAL ADVERTISING	\$	250.00	\$	250.00
11810	6235	FILING FEE	\$	500.00	\$	500.00
11810	6261	VEHICLE MAINTENANCE	\$	2,250.00	\$	2,250.00
11810	6262	GAS AND OIL	\$	6,300.00	\$	6,300.00
11810	6301	OFFICE SUPPLIES	\$	1,250.00	\$	1,250.00
11810	6302	POSTAGE	\$	-	\$	-
11810	6303	OPERATING SUPPLIES	\$	750.00	\$	750.00
11810	6305	UNIFORMS	\$	750.00	\$	750.00
11810	6308	PRINTING	\$	380.00	\$	380.00
11810	6313	SMALL TOOLS	\$	1,150.00	\$	1,150.00
11810	6326	SAFETY EQUIPMENT/SUPPLIES	\$	450.00	\$	450.00
11810	6327	MOSQUITO CONTROL	\$	25,000.00	\$	25,000.00
11810	6360	MINOR OPERATING OUTLAY	\$	-	\$	-
11810	6620	BUILDINGS	\$	-	\$	-
TOTAL	ENG PROF SVCS		\$	469,799.00	\$	469,452.00
11910 COMM DEV P&Z						
11910	6101	SALARIES	\$	285,759.00	\$	293,885.00
11910	6102	TEMPORARY HELP	\$	-	\$	-
11910	6105	SALARY SAVINGS	\$	(5,718.00)	\$	(5,992.00)
11910	6139	OVERTIME	\$	-	\$	-
11910	6141	FICA EXPENSE	\$	21,870.00	\$	22,921.00
11910	6142	GROUP HEALTH INSURANCE	\$	38,216.00	\$	47,588.00

11910	6143	WORKERS' COMPENSATION	\$	757.00	\$	1,582.00
11910	6145	UNEMPLOYMENT COMPENSATION	\$	828.00	\$	828.00
11910	6146	RETIREMENT	\$	25,743.00	\$	26,981.00
11910	6148	LONGEVITY PAY	\$	125.00	\$	480.00
11910	6204	TRAVEL	\$	2,000.00	\$	2,000.00
11910	6206	TRAINING	\$	4,000.00	\$	4,000.00
11910	6207	PRE-EMPLOYMENT	\$	-	\$	-
11910	6209	DUES & SUBSCRIPTIONS	\$	1,400.00	\$	1,400.00
11910	6226	MISC. CONTRACTUAL SERVICES	\$	50,000.00	\$	-
11910	6231	LEGAL ADVERTISING	\$	1,200.00	\$	1,200.00
11910	6235	FILING FEE	\$	690.00	\$	690.00
11910	6246	OFFICE EQUIP & MAINTENANCE	\$	-	\$	-
11910	6261	VEHICLE MAINTENANCE & REPAIRS	\$	-	\$	-
11910	6282	COMMISSION EXPENSES	\$	1,500.00	\$	1,500.00
11910	6301	OFFICE SUPPLIES	\$	425.00	\$	425.00
11910	6302	POSTAGE	\$	-	\$	-
11910	6303	OPERATING SUPPLIES	\$	514.00	\$	1,014.00
11910	6305	UNIFORMS	\$	300.00	\$	300.00
11910	6308	PRINTING	\$	1,875.00	\$	1,375.00
11910	6805	TRANSFER TO CAPITAL PROJECTS	\$	-	\$	-
TOTAL COMM DEV P&Z			\$	431,484.00	\$	402,177.00

12210 FIRE ADMINISTRATION

12210	6101	SALARIES	\$	179,739.00	\$	157,754.00
12210	6102	TEMPORARY HELP	\$	-	\$	-
12210	6105	SALARY SAVINGS	\$	(3,831.00)	\$	(3,982.00)
12210	6139	OVERTIME	\$	564.00	\$	564.00
12210	6141	FICA EXPENSE	\$	12,750.00	\$	10,196.00
12210	6142	GROUP HEALTH INSURANCE	\$	19,108.00	\$	11,897.00
12210	6143	WORKERS' COMPENSATION	\$	2,393.00	\$	5,997.00
12210	6145	UNEMPLOYMENT COMPENSATION	\$	414.00	\$	311.00
12210	6146	RETIREMENT	\$	17,249.00	\$	17,931.00
12210	6147	INCENTIVE PAY	\$	1,500.00	\$	900.00
12210	6148	LONGEVITY PAY	\$	1,798.00	\$	480.00
12210	6152	ACCRUED LEAVE PAY	\$	7,950.00	\$	39,422.00
12210	6204	TRAVEL	\$	3,000.00	\$	3,000.00
12210	6206	TRAINING	\$	260.00	\$	260.00
12210	6207	PRE-EMPLOYMENT	\$	-	\$	-
12210	6209	DUES & SUBSCRIPTIONS	\$	5,125.00	\$	5,125.00
12210	6226	MISC. CONTRACTUAL SERVICES	\$	5,000.00	\$	5,000.00
12210	6229	COMMUNITY RELATIONS	\$	-	\$	-
12210	6231	LEGAL ADVERTISING	\$	-	\$	-
12210	6236	ADVERTISING	\$	-	\$	-
12210	6240	CELL PHONES	\$	-	\$	-
12210	6245	EQUIPMENT RENTAL	\$	-	\$	-
12210	6261	VEHICLE MAINTENANCE	\$	-	\$	-
12210	6285	BUILDING MAINT & SUPPLIES	\$	-	\$	-
12210	6287	PROPERTY MAINTENANCE	\$	300.00	\$	300.00

12210	6297	VACCINATIONS	\$	445.00	\$	445.00
12210	6301	OFFICE SUPPLIES	\$	700.00	\$	700.00
12210	6302	POSTAGE	\$	414.00	\$	414.00
12210	6303	OPERATING SUPPLIES	\$	2,380.00	\$	2,380.00
12210	6305	UNIFORMS	\$	975.00	\$	975.00
12210	6308	PRINTING	\$	350.00	\$	350.00
12210	6310	EMERGENCY MANAGEMENT SUPPLIES	\$	5,208.00	\$	5,208.00
12210	6312	COMPUTER SUPPLIES	\$	-	\$	-
12210	6314	BUILDING SUPPLIES	\$	7,540.00	\$	7,540.00
12210	6360	MINOR OPERATING OUTLAY	\$	-	\$	-
12210	6805	TRANSFER TO CAPITAL PROJECTS	\$	-	\$	-
TOTAL FIRE ADMINISTRATION			\$	271,331.00	\$	273,167.00
12220 FIRE EMS OPERATIONS						
12220	6101	SALARIES	\$	337,665.00	\$	372,849.00
12220	6105	SALARY SAVINGS	\$	(7,649.00)	\$	(8,446.00)
12220	6139	OVERTIME	\$	21,150.00	\$	21,150.00
12220	6141	FICA EXPENSE	\$	29,257.00	\$	32,309.00
12220	6142	GROUP HEALTH INSURANCE	\$	57,325.00	\$	71,382.00
12220	6143	WORKERS' COMPENSATION	\$	6,183.00	\$	14,145.00
12220	6145	UNEMPLOYMENT COMPENSATION	\$	1,242.00	\$	1,242.00
12220	6146	RETIREMENT	\$	34,439.00	\$	38,031.00
12220	6147	INCENTIVE PAY	\$	2,100.00	\$	2,100.00
12220	6148	LONGEVITY PAY	\$	2,960.00	\$	3,320.00
12220	6149	HOLIDAY PAY	\$	17,580.00	\$	17,580.00
12220	6152	ACCRUED LEAVE PAY	\$	983.00	\$	5,323.00
12220	6204	TRAVEL	\$	-	\$	-
12220	6206	TRAINING	\$	1,960.00	\$	1,960.00
12220	6207	PRE-EMPLOYMENT	\$	-	\$	-
12220	6209	DUES & SUBSCRIPTIONS	\$	2,263.00	\$	2,263.00
12220	6226	MISC. CONTRACTUAL SERVICES	\$	43,165.00	\$	43,165.00
12220	6240	CELL PHONES	\$	504.00	\$	504.00
12220	6261	VEHICLE MAINTENANCE	\$	7,600.00	\$	12,600.00
12220	6262	GAS AND OIL	\$	8,000.00	\$	8,000.00
12220	6284	EQUIPMENT MAINTENANCE	\$	3,500.00	\$	3,500.00
12220	6297	VACCINATIONS	\$	1,605.00	\$	1,605.00
12220	6303	OPERATING SUPPLIES	\$	760.00	\$	760.00
12220	6305	UNIFORMS	\$	2,700.00	\$	2,700.00
12220	6311	EMERGENCY MEDICAL SUPPLIES	\$	38,400.00	\$	42,240.00
12220	6314	BUILDING SUPPLIES	\$	-	\$	-
12220	6326	SAFETY EQUIPMENT/SUPPLIES	\$	400.00	\$	400.00
12220	6360	MINOR OPERATING OUTLAY	\$	9,000.00	\$	9,000.00
TOTAL FIRE EMS OPERATIONS			\$	623,092.00	\$	699,682.00
12230 FIRE OPERATIONS						
12230	6101	SALARIES	\$	2,347,385.00	\$	2,630,874.00
12230	6105	SALARY SAVINGS	\$	(54,828.00)	\$	(56,497.00)

12230	6139	OVERTIME	\$	141,473.00	\$	200,000.00
12230	6141	FICA EXPENSE	\$	207,590.00	\$	232,216.00
12230	6142	GROUP HEALTH INSURANCE	\$	315,286.00	\$	392,602.00
12230	6143	WORKERS' COMPENSATION	\$	44,379.00	\$	51,422.00
12230	6145	UNEMPLOYMENT COMPENSATION	\$	6,831.00	\$	6,831.00
12230	6146	RETIREMENT	\$	246,862.00	\$	281,118.00
12230	6147	INCENTIVE PAY	\$	21,000.00	\$	21,300.00
12230	6148	LONGEVITY PAY	\$	32,505.00	\$	32,958.00
12230	6149	HOLIDAY PAY	\$	96,970.00	\$	96,970.00
12230	6152	ACCRUED LEAVE PAY	\$	102,048.00	\$	139,697.00
12230	6206	TRAINING	\$	23,320.00	\$	23,320.00
12230	6207	PRE-EMPLOYMENT	\$	-	\$	-
12230	6209	DUES & SUBSCRIPTIONS	\$	23,874.00	\$	23,874.00
12230	6213	TUITION REIMBURSEMENT	\$	-	\$	-
12230	6225	COMPUTER SERVICES	\$	-	\$	-
12230	6226	MISC. CONTRACTUAL SERVICES	\$	12,751.00	\$	12,151.00
12230	6232	FIRE EQUIPMENT TESTING	\$	7,510.00	\$	7,510.00
12230	6261	VEHICLE MAINTENANCE	\$	94,700.00	\$	104,500.00
12230	6262	GAS AND OIL	\$	30,000.00	\$	30,000.00
12230	6284	EQUIPMENT MAINTENANCE	\$	20,000.00	\$	20,000.00
12230	6285	BUILDING MAINT & SUPPLIES	\$	-	\$	-
12230	6297	VACCINATIONS	\$	10,165.00	\$	10,165.00
12230	6303	OPERATING SUPPLIES	\$	8,330.00	\$	8,330.00
12230	6304	CHEMICALS	\$	2,700.00	\$	2,700.00
12230	6305	UNIFORMS	\$	14,850.00	\$	14,850.00
12230	6312	COMPUTER SUPPLIES	\$	-	\$	-
12230	6313	SMALL TOOLS	\$	1,350.00	\$	1,350.00
12230	6314	BUILDING SUPPLIES	\$	-	\$	-
12230	6326	SAFETY EQUIPMENT/SUPPLIES	\$	450.00	\$	450.00
12230	6331	GEAR (PROTECTIVE)	\$	44,716.00	\$	44,716.00
12230	6360	MINOR OPERATING OUTLAY	\$	12,821.00	\$	12,821.00
12230	6650	MOTOR VEHICLES	\$	-	\$	-
12230	6809	TRANSFER TO CABLE/CAP EQUIP	\$	26,706.00	\$	26,706.00
TOTAL FIRE OPERATIONS			\$	3,841,744.00	\$	4,372,934.00
12240 FIRE PREV/INVESTIGATIONS						
12240	6101	SALARIES	\$	98,215.00	\$	108,294.00
12240	6105	SALARY SAVINGS	\$	(3,094.00)	\$	(3,514.00)
12240	6139	OVERTIME	\$	1,500.00	\$	1,500.00
12240	6141	FICA EXPENSE	\$	11,833.00	\$	13,443.00
12240	6142	GROUP HEALTH INSURANCE	\$	9,554.00	\$	11,897.00
12240	6143	WORKERS' COMPENSATION	\$	2,540.00	\$	2,894.00
12240	6145	UNEMPLOYMENT COMPENSATION	\$	207.00	\$	207.00
12240	6146	RETIREMENT	\$	13,929.00	\$	15,824.00
12240	6147	INCENTIVE PAY	\$	2,400.00	\$	2,400.00
12240	6148	LONGEVITY PAY	\$	2,000.00	\$	2,000.00
12240	6152	ACCRUED LEAVE PAY	\$	50,571.00	\$	61,527.00
12240	6204	TRAVEL	\$	-	\$	-

12240	6206	TRAINING	\$	3,560.00	\$	3,560.00
12240	6207	PRE-EMPLOYMENT	\$	-	\$	-
12240	6209	DUES & SUBSCRIPTIONS	\$	1,415.00	\$	1,415.00
12240	6261	VEHICLE MAINTENANCE	\$	3,000.00	\$	3,000.00
12240	6262	GAS AND OIL	\$	1,650.00	\$	1,650.00
12240	6297	VACCINATIONS	\$	-	\$	-
12240	6303	OPERATING SUPPLIES	\$	2,138.00	\$	2,138.00
12240	6305	UNIFORMS	\$	975.00	\$	975.00
12240	6306	FIRE PREVENTION	\$	3,800.00	\$	3,800.00
TOTAL FIRE PREV/INVESTIGATION			\$	206,193.00	\$	233,010.00
12310 POLICE ADMINISTRATION						
12310	6101	SALARIES	\$	575,761.00	\$	581,473.00
12310	6102	TEMPORARY HELP	\$	52,103.00	\$	52,103.00
12310	6105	SALARY SAVINGS	\$	(13,460.00)	\$	(13,575.00)
12310	6139	OVERTIME	\$	980.00	\$	980.00
12310	6141	FICA EXPENSE	\$	46,920.00	\$	46,226.00
12310	6142	GROUP HEALTH INSURANCE	\$	76,433.00	\$	83,279.00
12310	6143	WORKERS' COMPENSATION	\$	9,586.00	\$	10,943.00
12310	6145	UNEMPLOYMENT COMPENSATION	\$	1,604.00	\$	1,449.00
12310	6146	RETIREMENT	\$	55,913.00	\$	56,431.00
12310	6147	INCENTIVE PAY	\$	5,400.00	\$	5,400.00
12310	6148	LONGEVITY PAY	\$	5,626.00	\$	4,955.00
12310	6152	ACCRUED LEAVE PAY	\$	33,137.00	\$	33,797.00
12310	6204	TRAVEL	\$	6,650.00	\$	4,000.00
12310	6206	TRAINING	\$	2,750.00	\$	5,900.00
12310	6207	PRE-EMPLOYMENT	\$	3,222.00	\$	3,222.00
12310	6209	DUES & SUBSCRIPTIONS	\$	2,999.00	\$	3,150.00
12310	6213	TUITION REIMBURSEMENT	\$	-	\$	-
12310	6225	COMPUTER SERVICES	\$	-	\$	-
12310	6231	LEGAL ADVERTISING	\$	-	\$	-
12310	6240	CELL PHONES	\$	-	\$	-
12310	6261	VEHICLE MAINTENANCE	\$	2,200.00	\$	700.00
12310	6262	GAS AND OIL	\$	5,456.00	\$	5,456.00
12310	6281	COMMUNICATIONS MAINTENANCE	\$	-	\$	-
12310	6285	BUILDING MAINT & SUPPLIES	\$	-	\$	-
12310	6299	MISCELLANEOUS	\$	-	\$	-
12310	6301	OFFICE SUPPLIES	\$	4,795.00	\$	4,795.00
12310	6302	POSTAGE	\$	-	\$	-
12310	6303	OPERATING SUPPLIES	\$	670.00	\$	670.00
12310	6305	UNIFORMS	\$	-	\$	-
12310	6308	PRINTING	\$	715.00	\$	715.00
12310	6321	FIRE ARMS SUPPLIES	\$	12,554.00	\$	12,554.00
TOTAL POLICE ADMINISTRATION			\$	892,014.00	\$	904,623.00
12320 POLICE ANIMAL CONTROL						
12320	6226	MISC. CONTRACTUAL SERVICES	\$	100,828.00	\$	100,642.00

TOTAL	POLICE ANIMAL CONTROL		\$	100,828.00	\$	100,642.00
12330 POLICE CODE ENFORCEMENT						
12330	6101	SALARIES	\$	43,715.00	\$	48,214.00
12330	6105	SALARY SAVINGS	\$	(931.00)	\$	(1,066.00)
12330	6139	OVERTIME	\$	1,765.00	\$	1,765.00
12330	6141	FICA EXPENSE	\$	3,560.00	\$	4,076.00
12330	6142	GROUP HEALTH INSURANCE	\$	9,554.00	\$	11,897.00
12330	6143	WORKERS' COMPENSATION	\$	217.00	\$	252.00
12330	6145	UNEMPLOYMENT COMPENSATION	\$	207.00	\$	207.00
12330	6146	RETIREMENT	\$	4,190.00	\$	4,798.00
12330	6148	LONGEVITY PAY	\$	1,005.00	\$	1,095.00
12330	6152	ACCRUED LEAVE PAY	\$	51.00	\$	2,211.00
12330	6206	TRAINING	\$	629.00	\$	629.00
12330	6209	DUES & SUBSCRIPTIONS	\$	261.00	\$	261.00
12330	6231	LEGAL ADVERTISING	\$	150.00	\$	150.00
12330	6235	FILING FEE	\$	912.00	\$	912.00
12330	6261	VEHICLE MAINTENANCE	\$	250.00	\$	250.00
12330	6262	GAS AND OIL	\$	2,000.00	\$	2,000.00
12330	6286	MOWING EXPENSE	\$	6,450.00	\$	6,450.00
12330	6302	POSTAGE	\$	-	\$	-
12330	6305	UNIFORMS	\$	310.00	\$	310.00
12330	6308	PRINTING	\$	130.00	\$	130.00
12330	6313	SMALL TOOLS	\$	61.00	\$	61.00
12330	6326	SAFETY EQUIPMENT/SUPPLIES	\$	150.00	\$	150.00
TOTAL	POLICE CODE ENFORCEMENT		\$	74,636.00	\$	84,752.00
12340 POLICE COMMUNICATIONS						
12340	6226	MISC. CONTRACTUAL SERVICES	\$	777,466.00	\$	798,369.00
TOTAL	POLICE COMMUNICATIONS		\$	777,466.00	\$	798,369.00
12350 POLICE COMMUNITY SVCS						
12350	6229	COMMUNITY RELATIONS	\$	4,000.00	\$	4,000.00
12350	6243	SCHOOL CROSSING GUARD	\$	-	\$	-
12350	6261	VEHICLE MAINTENANCE	\$	-	\$	-
12350	6303	OPERATING SUPPLIES	\$	-	\$	-
12350	6308	PRINTING	\$	100.00	\$	100.00
TOTAL	POLICE COMMUNITY SVCS		\$	4,100.00	\$	4,100.00
12360 POLICE CID						
12360	6101	SALARIES	\$	436,390.00	\$	471,164.00
12360	6105	SALARY SAVINGS	\$	(9,292.00)	\$	(9,962.00)
12360	6139	OVERTIME	\$	9,447.00	\$	9,447.00
12360	6141	FICA EXPENSE	\$	35,541.00	\$	38,104.00
12360	6142	GROUP HEALTH INSURANCE	\$	66,879.00	\$	83,279.00

12360	6143	WORKERS' COMPENSATION	\$	8,591.00	\$	9,276.00
12360	6145	UNEMPLOYMENT COMPENSATION	\$	1,449.00	\$	1,449.00
12360	6146	RETIREMENT	\$	41,837.00	\$	44,852.00
12360	6147	INCENTIVE PAY	\$	5,400.00	\$	9,000.00
12360	6148	LONGEVITY PAY	\$	6,408.00	\$	5,803.00
12360	6152	ACCRUED LEAVE PAY	\$	6,952.00	\$	2,668.00
12360	6204	TRAVEL	\$	-	\$	-
12360	6206	TRAINING	\$	2,400.00	\$	3,395.00
12360	6209	DUES & SUBSCRIPTIONS	\$	80.00	\$	150.00
12360	6210	TECHNICAL & SCIENTIFIC	\$	2,500.00	\$	3,100.00
12360	6226	MISC. CONTRACTUAL SERVICES	\$	2,732.00	\$	2,052.00
12360	6261	VEHICLE MAINTENANCE	\$	2,995.00	\$	2,000.00
12360	6262	GAS AND OIL	\$	9,394.00	\$	9,394.00
12360	6299	MISCELLANEOUS	\$	170.00	\$	170.00
12360	6302	POSTAGE	\$	-	\$	-
12360	6303	OPERATING SUPPLIES	\$	-	\$	-
12360	6305	UNIFORMS	\$	-	\$	-
12360	6308	PRINTING	\$	365.00	\$	365.00
12360	6322	CID SUPPLIES	\$	1,710.00	\$	1,710.00
TOTAL	POLICE CID		\$	631,948.00	\$	687,416.00

12370 POLICE PATROL

12370	6101	SALARIES	\$	1,277,799.00	\$	1,305,787.00
12370	6105	SALARY SAVINGS	\$	(27,270.00)	\$	(28,591.00)
12370	6139	OVERTIME	\$	42,492.00	\$	42,492.00
12370	6141	FICA EXPENSE	\$	104,307.00	\$	109,364.00
12370	6142	GROUP HEALTH INSURANCE	\$	191,082.00	\$	226,044.00
12370	6143	WORKERS' COMPENSATION	\$	29,192.00	\$	30,973.00
12370	6145	UNEMPLOYMENT COMPENSATION	\$	4,140.00	\$	3,933.00
12370	6146	RETIREMENT	\$	122,782.00	\$	128,731.00
12370	6147	INCENTIVE PAY	\$	18,000.00	\$	18,000.00
12370	6148	LONGEVITY PAY	\$	12,715.00	\$	11,328.00
12370	6152	ACCRUED LEAVE PAY	\$	12,499.00	\$	51,960.00
12370	6206	TRAINING	\$	15,215.00	\$	16,215.00
12370	6207	PRE-EMPLOYMENT	\$	-	\$	-
12370	6209	DUES & SUBSCRIPTIONS	\$	285.00	\$	285.00
12370	6213	TUITION REIMBURSEMENT	\$	5,000.00	\$	5,000.00
12370	6240	CELL PHONES	\$	-	\$	-
12370	6261	VEHICLE MAINTENANCE	\$	50,000.00	\$	50,000.00
12370	6262	GAS AND OIL	\$	70,236.00	\$	70,236.00
12370	6284	EQUIPMENT MAINTENANCE	\$	1,500.00	\$	1,500.00
12370	6297	VACCINATIONS	\$	450.00	\$	450.00
12370	6299	MISCELLANEOUS	\$	-	\$	-
12370	6303	OPERATING SUPPLIES	\$	1,200.00	\$	1,200.00
12370	6305	UNIFORMS	\$	34,085.00	\$	34,085.00
12370	6308	PRINTING	\$	130.00	\$	130.00
12370	6326	SAFETY EQUIPMENT/SUPPLIES	\$	700.00	\$	-
12370	6360	MINOR OPERATING OUTLAY	\$	-	\$	-

TOTAL	POLICE PATROL		\$ 1,966,539.00	\$ 2,079,122.00
12380 POLICE SRO				
12380	6101	SALARIES	\$ 192,354.00	\$ 204,964.00
12380	6105	SALARY SAVINGS	\$ (4,160.00)	\$ (4,437.00)
12380	6139	OVERTIME	\$ 2,748.00	\$ 2,748.00
12380	6141	FICA EXPENSE	\$ 15,910.00	\$ 16,972.00
12380	6142	GROUP HEALTH INSURANCE	\$ 28,662.00	\$ 35,691.00
12380	6143	WORKERS' COMPENSATION	\$ 4,189.00	\$ 4,488.00
12380	6145	UNEMPLOYMENT COMPENSATION	\$ 621.00	\$ 621.00
12380	6146	RETIREMENT	\$ 18,728.00	\$ 19,978.00
12380	6147	INCENTIVE PAY	\$ 6,000.00	\$ 6,900.00
12380	6148	LONGEVITY PAY	\$ 3,650.00	\$ 3,413.00
12380	6152	ACCRUED LEAVE PAY	\$ 3,225.00	\$ 3,413.00
12380	6206	TRAINING	\$ 3,000.00	\$ 3,000.00
12380	6209	DUES & SUBSCRIPTIONS	\$ 300.00	\$ 300.00
12380	6299	MISCELLANEOUS	\$ -	\$ -
TOTAL	POLICE SRO		\$ 275,227.00	\$ 298,051.00
12390 POLICE WARRANT OFFICER				
12390	6101	SALARIES	\$ 69,503.00	\$ 71,847.00
12390	6105	SALARY SAVINGS	\$ (1,548.00)	\$ (1,598.00)
12390	6139	OVERTIME	\$ 1,780.00	\$ 1,780.00
12390	6141	FICA EXPENSE	\$ 5,920.00	\$ 6,093.00
12390	6142	GROUP HEALTH INSURANCE	\$ 9,554.00	\$ 11,897.00
12390	6143	WORKERS' COMPENSATION	\$ 1,554.00	\$ 1,611.00
12390	6145	UNEMPLOYMENT COMPENSATION	\$ 207.00	\$ 207.00
12390	6146	RETIREMENT	\$ 6,969.00	\$ 7,172.00
12390	6147	INCENTIVE PAY	\$ 1,200.00	\$ 1,200.00
12390	6148	LONGEVITY PAY	\$ 1,695.00	\$ 1,785.00
12390	6152	ACCRUED LEAVE PAY	\$ 3,208.00	\$ 3,029.00
12390	6240	CELL PHONES	\$ 912.00	\$ 912.00
TOTAL	POLICE WARRANT OFFICER		\$ 100,954.00	\$ 105,935.00
13210 PARKS MAINTENANCE				
13210	6101	SALARIES	\$ 331,508.00	\$ 260,353.00
13210	6102	TEMPORARY HELP	\$ -	\$ 12,480.00
13210	6105	SALARY SAVINGS	\$ (7,205.00)	\$ (5,709.00)
13210	6139	OVERTIME	\$ 4,000.00	\$ 4,000.00
13210	6141	FICA EXPENSE	\$ 27,560.00	\$ 23,078.00
13210	6142	GROUP HEALTH INSURANCE	\$ 71,656.00	\$ 77,331.00
13210	6143	WORKERS' COMPENSATION	\$ 7,012.00	\$ 5,893.00
13210	6145	UNEMPLOYMENT COMPENSATION	\$ 1,760.00	\$ 1,553.00
13210	6146	RETIREMENT	\$ 32,442.00	\$ 26,040.00
13210	6148	LONGEVITY PAY	\$ 3,665.00	\$ 3,815.00
13210	6152	ACCRUED LEAVE PAY	\$ 21,092.00	\$ 21,023.00

13210	6204	TRAVEL	\$	2,450.00	\$	2,450.00
13210	6206	TRAINING	\$	2,500.00	\$	2,500.00
13210	6207	PRE-EMPLOYMENT	\$	-	\$	-
13210	6209	DUES & SUBSCRIPTIONS	\$	2,060.00	\$	2,060.00
13210	6213	TUITION REIMBURSEMENT	\$	-	\$	-
13210	6223	ENGINEERING SERVICES	\$	-	\$	-
13210	6225	COMPUTER SERVICES	\$	-	\$	-
13210	6226	MISC. CONTRACTUAL SERVICES	\$	234,392.00	\$	234,392.00
13210	6231	LEGAL ADVERTISING	\$	-	\$	-
13210	6240	CELL PHONES	\$	-	\$	-
13210	6245	EQUIPMENT RENTAL	\$	2,500.00	\$	2,500.00
13210	6261	VEHICLE MAINTENANCE	\$	3,857.00	\$	3,857.00
13210	6262	GAS AND OIL	\$	15,900.00	\$	15,900.00
13210	6284	EQUIPMENT MAINTENANCE	\$	3,500.00	\$	3,500.00
13210	6285	BUILDING MAINT & SUPPLIES	\$	15,151.00	\$	15,151.00
13210	6287	PROPERTY MAINTENANCE	\$	36,704.00	\$	36,704.00
13210	6301	OFFICE SUPPLIES	\$	500.00	\$	500.00
13210	6302	POSTAGE	\$	-	\$	-
13210	6303	OPERATING SUPPLIES	\$	27,250.00	\$	27,250.00
13210	6304	CHEMICALS	\$	9,000.00	\$	9,000.00
13210	6305	UNIFORMS	\$	2,840.00	\$	2,840.00
13210	6308	PRINTING	\$	-	\$	-
13210	6309	LANDSCAPE	\$	44,823.00	\$	44,823.00
13210	6313	SMALL TOOLS	\$	4,500.00	\$	4,500.00
13210	6314	BUILDING SUPPLIES	\$	8,000.00	\$	8,000.00
13210	6326	SAFETY EQUIPMENT/SUPPLIES	\$	2,550.00	\$	2,550.00
13210	6360	MINOR OPERATING OUTLAY	\$	-	\$	-
13210	6645	OPERATING EQUIPMENT	\$	14,000.00	\$	14,000.00
TOTAL PARKS MAINTENANCE			\$	925,967.00	\$	862,334.00
13220 PARKS ATHLETIC FLD MAINT						
13220	6101	SALARIES	\$	192,149.00	\$	207,573.00
13220	6105	SALARY SAVINGS	\$	(3,934.00)	\$	(4,202.00)
13220	6139	OVERTIME	\$	2,500.00	\$	2,500.00
13220	6141	FICA EXPENSE	\$	15,045.00	\$	16,234.00
13220	6142	GROUP HEALTH INSURANCE	\$	42,994.00	\$	53,537.00
13220	6143	WORKERS' COMPENSATION	\$	3,826.00	\$	4,145.00
13220	6145	UNEMPLOYMENT COMPENSATION	\$	1,139.00	\$	1,139.00
13220	6146	RETIREMENT	\$	17,710.00	\$	19,108.00
13220	6148	LONGEVITY PAY	\$	1,650.00	\$	2,123.00
13220	6152	ACCRUED LEAVE PAY	\$	376.00	\$	-
13220	6204	TRAVEL	\$	1,290.00	\$	1,290.00
13220	6206	TRAINING	\$	800.00	\$	800.00
13220	6207	PRE-EMPLOYMENT	\$	-	\$	-
13220	6209	DUES & SUBSCRIPTIONS	\$	350.00	\$	350.00
13220	6226	MISC. CONTRACTUAL SERVICES	\$	-	\$	-
13220	6245	EQUIPMENT RENTAL	\$	5,785.00	\$	5,785.00
13220	6261	VEHICLE MAINTENANCE	\$	1,350.00	\$	1,350.00

13220	6262	GAS AND OIL	\$	2,500.00	\$	2,500.00
13220	6284	EQUIPMENT MAINTENANCE	\$	4,500.00	\$	4,500.00
13220	6285	BUILDING MAINT & SUPPLIES	\$	-	\$	-
13220	6287	PROPERTY MAINTENANCE	\$	37,000.00	\$	37,000.00
13220	6303	OPERATING SUPPLIES	\$	7,000.00	\$	7,000.00
13220	6304	CHEMICALS	\$	23,000.00	\$	23,000.00
13220	6305	UNIFORMS	\$	2,130.00	\$	2,130.00
13220	6309	LANDSCAPE	\$	7,430.00	\$	7,430.00
13220	6313	SMALL TOOLS	\$	2,000.00	\$	2,000.00
13220	6326	SAFETY EQUIPMENT/SUPPLIES	\$	1,506.00	\$	1,506.00
13220	6360	MINOR OPERATING OUTLAY	\$	-	\$	-
13220	6645	OPERATING EQUIPMENT	\$	-	\$	-
TOTAL PARKS ATHLETIC FLD MAINTENANCE			\$	370,096.00	\$	398,798.00
13310 STREETS MAINTENANCE						
13310	6101	SALARIES	\$	383,705.00	\$	399,739.00
13310	6105	SALARY SAVINGS	\$	(8,373.00)	\$	(8,708.00)
13310	6135	STANDBY PAY	\$	3,810.00	\$	3,810.00
13310	6139	OVERTIME	\$	14,864.00	\$	14,864.00
13310	6141	FICA EXPENSE	\$	32,026.00	\$	33,306.00
13310	6142	GROUP HEALTH INSURANCE	\$	79,777.00	\$	99,340.00
13310	6143	WORKERS' COMPENSATION	\$	18,636.00	\$	19,586.00
13310	6145	UNEMPLOYMENT COMPENSATION	\$	1,728.00	\$	1,728.00
13310	6146	RETIREMENT	\$	37,700.00	\$	39,207.00
13310	6147	INCENTIVE PAY	\$	1,200.00	\$	1,200.00
13310	6148	LONGEVITY PAY	\$	6,580.00	\$	7,220.00
13310	6152	ACCRUED LEAVE PAY	\$	8,496.00	\$	8,543.00
13310	6204	TRAVEL	\$	-	\$	-
13310	6206	TRAINING	\$	5,893.00	\$	5,893.00
13310	6207	PRE-EMPLOYMENT	\$	554.00	\$	554.00
13310	6209	DUES & SUBSCRIPTIONS	\$	586.00	\$	586.00
13310	6226	MISC. CONTRACTUAL SERVICES	\$	118,180.00	\$	67,180.00
13310	6242	STREET LIGHTING	\$	227,015.00	\$	292,015.00
13310	6245	EQUIPMENT RENTAL	\$	15,000.00	\$	15,000.00
13310	6261	VEHICLE MAINTENANCE	\$	7,050.00	\$	7,050.00
13310	6262	GAS AND OIL	\$	18,160.00	\$	18,160.00
13310	6284	EQUIPMENT MAINTENANCE	\$	13,890.00	\$	13,890.00
13310	6285	BUILDING MAINT & SUPPLIES	\$	6,327.00	\$	6,327.00
13310	6287	PROPERTY MAINTENANCE	\$	-	\$	-
13310	6301	OFFICE SUPPLIES	\$	500.00	\$	500.00
13310	6303	OPERATING SUPPLIES	\$	-	\$	-
13310	6305	UNIFORMS	\$	5,229.00	\$	5,229.00
13310	6308	PRINTING	\$	58.00	\$	58.00
13310	6313	SMALL TOOLS	\$	1,700.00	\$	1,700.00
13310	6314	BUILDING SUPPLIES	\$	555.00	\$	555.00
13310	6316	STREET MAINTENANCE SUPPLIES	\$	-	\$	-
13310	6317	TRAFFIC CONTROL SIGNS/SIGNALS	\$	23,500.00	\$	30,500.00
13310	6319	STREET RESURFACING	\$	600,000.00	\$	600,000.00

13310	6324	INFRASTRUCTURE REPAIR & MAINT	\$	55,450.00	\$	55,450.00
13310	6326	SAFETY EQUIPMENT/SUPPLIES	\$	2,825.00	\$	2,825.00
13310	6360	MINOR OPERATING OUTLAY	\$	-	\$	-
13310	6805	TRANSFER TO CAPITAL PROJECTS	\$	1,500,000.00	\$	1,500,000.00

TOTAL	STREETS MAINTENANCE		\$	3,182,621.00	\$	3,243,307.00
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13410 RECREATION

13410	6101	SALARIES	\$	176,963.00	\$	209,528.00
13410	6102	TEMPORARY HELP	\$	25,500.00	\$	25,500.00
13410	6105	SALARY SAVINGS	\$	(3,552.00)	\$	(4,208.00)
13410	6141	FICA EXPENSE	\$	15,538.00	\$	18,045.00
13410	6142	GROUP HEALTH INSURANCE	\$	19,108.00	\$	23,794.00
13410	6143	WORKERS' COMPENSATION	\$	424.00	\$	493.00
13410	6145	UNEMPLOYMENT COMPENSATION	\$	1,035.00	\$	828.00
13410	6146	RETIREMENT	\$	15,993.00	\$	17,315.00
13410	6148	LONGEVITY PAY	\$	643.00	\$	860.00
13410	6204	TRAVEL	\$	3,655.00	\$	3,675.00
13410	6206	TRAINING	\$	-	\$	-
13410	6207	PRE-EMPLOYMENT	\$	1,500.00	\$	1,500.00
13410	6209	DUES & SUBSCRIPTIONS	\$	769.00	\$	804.00
13410	6226	MISC. CONTRACTUAL SERVICES	\$	3,500.00	\$	3,500.00
13410	6236	ADVERTISING	\$	1,600.00	\$	1,000.00
13410	6246	OFFICE EQUIP & MAINTENANCE	\$	300.00	\$	300.00
13410	6257	RECREATION PROGRAM INSTRUCTORS	\$	121,000.00	\$	98,545.00
13410	6301	OFFICE SUPPLIES	\$	400.00	\$	400.00
13410	6302	POSTAGE	\$	-	\$	4,000.00
13410	6303	OPERATING SUPPLIES	\$	990.00	\$	990.00
13410	6305	UNIFORMS	\$	1,500.00	\$	1,500.00
13410	6307	RECREATION PROGRAM SUPPLIES	\$	15,200.00	\$	15,200.00
13410	6308	PRINTING	\$	400.00	\$	20,200.00
13410	6328	RECREATION EQUIPMENT	\$	2,500.00	\$	1,700.00

TOTAL	RECREATION		\$	404,966.00	\$	445,469.00
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13420 REC SENIOR CENTER

13420	6101	SALARIES	\$	-	\$	-
13420	6141	FICA EXPENSE	\$	-	\$	-
13420	6142	GROUP HEALTH INSURANCE	\$	-	\$	-
13420	6143	WORKERS' COMPENSATION	\$	-	\$	-
13420	6204	TRAVEL	\$	340.00	\$	350.00
13420	6207	PRE-EMPLOYMENT	\$	100.00	\$	100.00
13420	6209	DUES & SUBSCRIPTIONS	\$	320.00	\$	320.00
13420	6245	EQUIPMENT RENTAL	\$	400.00	\$	400.00
13420	6257	RECREATION PROGRAM INSTRUCTORS	\$	7,051.00	\$	8,091.00
13420	6261	VEHICLE MAINTENANCE	\$	100.00	\$	100.00
13420	6262	GAS AND OIL	\$	450.00	\$	450.00
13420	6284	EQUIPMENT MAINTENANCE	\$	300.00	\$	300.00
13420	6285	BUILDING MAINT & SUPPLIES	\$	-	\$	-

13420	6301	OFFICE SUPPLIES	\$	100.00	\$	100.00
13420	6302	POSTAGE	\$	600.00	\$	400.00
13420	6303	OPERATING SUPPLIES	\$	900.00	\$	1,450.00
13420	6305	UNIFORMS	\$	60.00	\$	60.00
13420	6307	RECREATION PROGRAM SUPPLIES	\$	3,552.00	\$	4,152.00
13420	6308	PRINTING	\$	2,500.00	\$	500.00
13420	6314	BUILDING SUPPLIES	\$	300.00	\$	300.00
13420	6328	RECREATION EQUIPMENT	\$	300.00	\$	300.00
TOTAL REC SENIOR CENTER			\$	17,373.00	\$	17,373.00
13610 COMMUNICATIONS						
13610	6101	SALARIES	\$	23,896.00	\$	24,265.00
13610	6105	SALARY SAVINGS	\$	(479.00)	\$	(487.00)
13610	6141	FICA EXPENSE	\$	1,832.00	\$	1,862.00
13610	6142	GROUP HEALTH INSURANCE	\$	3,583.00	\$	4,461.00
13610	6143	WORKERS' COMPENSATION	\$	50.00	\$	102.00
13610	6145	UNEMPLOYMENT COMPENSATION	\$	-	\$	-
13610	6146	RETIREMENT	\$	2,156.00	\$	2,191.00
13610	6148	LONGEVITY PAY	\$	47.00	\$	69.00
13610	6204	TRAVEL	\$	3,600.00	\$	3,600.00
13610	6207	PRE-EMPLOYMENT	\$	-	\$	-
13610	6209	DUES & SUBSCRIPTIONS	\$	1,140.00	\$	1,140.00
13610	6226	MISC. CONTRACTUAL SERVICES	\$	24,500.00	\$	24,500.00
13610	6236	ADVERTISING	\$	-	\$	-
13610	6301	OFFICE SUPPLIES	\$	165.00	\$	165.00
TOTAL COMMUNICATIONS			\$	60,490.00	\$	61,868.00
13710 COLLEVILLE CENTER						
13710	6101	SALARIES	\$	193,701.00	\$	197,632.00
13710	6102	TEMPORARY HELP	\$	28,000.00	\$	28,000.00
13710	6105	SALARY SAVINGS	\$	(4,512.00)	\$	(4,587.00)
13710	6139	OVERTIME	\$	3,043.00	\$	3,043.00
13710	6141	FICA EXPENSE	\$	17,260.00	\$	17,545.00
13710	6142	GROUP HEALTH INSURANCE	\$	38,216.00	\$	47,588.00
13710	6143	WORKERS' COMPENSATION	\$	2,832.00	\$	5,008.00
13710	6145	UNEMPLOYMENT COMPENSATION	\$	828.00	\$	828.00
13710	6146	RETIREMENT	\$	17,795.00	\$	18,131.00
13710	6148	LONGEVITY PAY	\$	870.00	\$	675.00
13710	6152	ACCRUED LEAVE PAY	\$	-	\$	-
13710	6204	TRAVEL	\$	1,060.00	\$	200.00
13710	6206	TRAINING	\$	-	\$	-
13710	6207	PRE-EMPLOYMENT	\$	-	\$	-
13710	6209	DUES & SUBSCRIPTIONS	\$	585.00	\$	875.00
13710	6225	COMPUTER SERVICES	\$	-	\$	-
13710	6226	MISC. CONTRACTUAL SERVICES	\$	150.00	\$	480.00
13710	6236	ADVERTISING	\$	15,043.00	\$	13,775.00
13710	6245	EQUIPMENT RENTAL	\$	1,200.00	\$	500.00

13710	6284	EQUIPMENT MAINTENANCE	\$	-	\$	-
13710	6285	BUILDING MAINT & SUPPLIES	\$	19,830.00	\$	22,311.00
13710	6287	PROPERTY MAINTENANCE	\$	2,500.00	\$	2,500.00
13710	6301	OFFICE SUPPLIES	\$	680.00	\$	680.00
13710	6302	POSTAGE	\$	-	\$	100.00
13710	6303	OPERATING SUPPLIES	\$	12,970.00	\$	13,300.00
13710	6305	UNIFORMS	\$	300.00	\$	900.00
13710	6308	PRINTING	\$	750.00	\$	750.00
13710	6309	LANDSCAPE	\$	1,000.00	\$	3,000.00
13710	6312	COMPUTER SUPPLIES	\$	-	\$	-
13710	6314	BUILDING SUPPLIES	\$	13,940.00	\$	13,940.00
13710	6326	SAFETY EQUIPMENT/SUPPLIES	\$	-	\$	-
13710	6360	MINOR OPERATING OUTLAY	\$	-	\$	-
TOTAL	COLLEVILLE CENTER		\$	368,041.00	\$	387,174.00
13910 HUMAN RESOURCES						
13910	6101	SALARIES	\$	223,082.00	\$	159,437.00
13910	6102	TEMPORARY HELP	\$	-	\$	12,480.00
13910	6105	SALARY SAVINGS	\$	(4,485.00)	\$	(3,208.00)
13910	6139	OVERTIME	\$	-	\$	-
13910	6141	FICA EXPENSE	\$	17,156.00	\$	13,226.00
13910	6142	GROUP HEALTH INSURANCE	\$	28,662.00	\$	23,794.00
13910	6143	WORKERS' COMPENSATION	\$	468.00	\$	361.00
13910	6145	UNEMPLOYMENT COMPENSATION	\$	621.00	\$	414.00
13910	6146	RETIREMENT	\$	20,195.00	\$	14,444.00
13910	6148	LONGEVITY PAY	\$	1,183.00	\$	968.00
13910	6206	TRAINING	\$	10,225.00	\$	9,425.00
13910	6207	PRE-EMPLOYMENT	\$	-	\$	75.00
13910	6208	ORGANIZATIONAL DEVELOPMENT	\$	36,177.00	\$	31,595.00
13910	6209	DUES & SUBSCRIPTIONS	\$	1,450.00	\$	875.00
13910	6213	TUITION REIMBURSEMENT	\$	-	\$	-
13910	6226	MISC. CONTRACTUAL SERVICES	\$	20,710.00	\$	20,710.00
13910	6301	OFFICE SUPPLIES	\$	300.00	\$	300.00
13910	6302	POSTAGE	\$	120.00	\$	120.00
13910	6303	OPERATING SUPPLIES	\$	360.00	\$	111.00
13910	6305	UNIFORMS	\$	-	\$	85.00
13910	6308	PRINTING	\$	-	\$	70.00
13910	6360	MINOR OPERATING OUTLAY	\$	-	\$	-
TOTAL	HUMAN RESOURCES		\$	356,224.00	\$	285,282.00
14110 COURT						
14110	6101	SALARIES	\$	185,846.00	\$	206,259.00
14110	6102	TEMPORARY HELP	\$	2,000.00	\$	2,000.00
14110	6105	SALARY SAVINGS	\$	(3,818.00)	\$	(4,220.00)
14110	6126	MUNICIPAL JUDGE	\$	-	\$	-
14110	6141	FICA EXPENSE	\$	14,451.00	\$	15,987.00
14110	6142	GROUP HEALTH INSURANCE	\$	38,216.00	\$	47,588.00

14110	6143	WORKERS' COMPENSATION	\$	394.00	\$	873.00
14110	6145	UNEMPLOYMENT COMPENSATION	\$	828.00	\$	828.00
14110	6146	RETIREMENT	\$	17,011.00	\$	18,819.00
14110	6148	LONGEVITY PAY	\$	3,058.00	\$	2,720.00
14110	6152	ACCRUED LEAVE PAY	\$	26,964.00	\$	-
14110	6204	TRAVEL	\$	2,000.00	\$	2,000.00
14110	6206	TRAINING	\$	1,940.00	\$	1,940.00
14110	6207	PRE-EMPLOYMENT	\$	-	\$	-
14110	6209	DUES & SUBSCRIPTIONS	\$	330.00	\$	330.00
14110	6218	MUNICIPAL JUDGE	\$	135,000.00	\$	135,000.00
14110	6226	MISC. CONTRACTUAL SERVICES	\$	4,127.00	\$	3,377.00
14110	6301	OFFICE SUPPLIES	\$	1,150.00	\$	900.00
14110	6302	POSTAGE	\$	-	\$	-
14110	6303	OPERATING SUPPLIES	\$	7,768.00	\$	7,668.00
14110	6308	PRINTING	\$	1,600.00	\$	1,350.00
14110	6312	COMPUTER SUPPLIES	\$	-	\$	-
14110	6360	MINOR OPERATING OUTLAY	\$	-	\$	-
TOTAL	COURT		\$	438,865.00	\$	443,419.00
15110 FLEET SERVICES						
15110	6101	SALARIES	\$	150,043.00	\$	160,163.00
15110	6105	SALARY SAVINGS	\$	(3,180.00)	\$	(3,390.00)
15110	6139	OVERTIME	\$	1,575.00	\$	1,575.00
15110	6141	FICA EXPENSE	\$	12,163.00	\$	12,966.00
15110	6142	GROUP HEALTH INSURANCE	\$	28,662.00	\$	35,691.00
15110	6143	WORKERS' COMPENSATION	\$	3,074.00	\$	3,287.00
15110	6145	UNEMPLOYMENT COMPENSATION	\$	621.00	\$	621.00
15110	6146	RETIREMENT	\$	14,319.00	\$	15,263.00
15110	6148	LONGEVITY PAY	\$	3,155.00	\$	3,305.00
15110	6150	TOOL ALLOWANCE	\$	960.00	\$	960.00
15110	6152	ACCRUED LEAVE PAY	\$	3,282.00	\$	3,493.00
15110	6206	TRAINING	\$	1,350.00	\$	1,350.00
15110	6207	PRE-EMPLOYMENT	\$	100.00	\$	100.00
15110	6209	DUES & SUBSCRIPTIONS	\$	2,013.00	\$	2,241.00
15110	6226	MISC. CONTRACTUAL SERVICES	\$	1,868.00	\$	2,568.00
15110	6228	PROFESSIONAL MAINTENANCE	\$	675.00	\$	675.00
15110	6261	VEHICLE MAINTENANCE	\$	2,050.00	\$	2,050.00
15110	6262	GAS AND OIL	\$	8,700.00	\$	8,700.00
15110	6283	SAFETY EQUIPMENT/SERVICES	\$	75.00	\$	75.00
15110	6284	EQUIPMENT MAINTENANCE	\$	1,695.00	\$	1,900.00
15110	6301	OFFICE SUPPLIES	\$	-	\$	-
15110	6303	OPERATING SUPPLIES	\$	-	\$	-
15110	6305	UNIFORMS	\$	2,064.00	\$	2,064.00
15110	6313	SMALL TOOLS	\$	1,150.00	\$	1,150.00
15110	6318	SHOP SUPPLIES	\$	1,935.00	\$	1,935.00
15110	6326	SAFETY EQUIPMENT/SUPPLIES	\$	750.00	\$	750.00
15110	6360	MINOR OPERATING OUTLAY	\$	3,210.00	\$	-

TOTAL	FLEET SERVICES		\$	242,309.00	\$	259,492.00
15710	FACILITY SERVICES					
15710	6101	SALARIES	\$	109,233.00	\$	113,083.00
15710	6105	SALARY SAVINGS	\$	(2,293.00)	\$	(2,374.00)
15710	6135	STANDBY PAY	\$	-	\$	-
15710	6139	OVERTIME	\$	4,400.00	\$	4,400.00
15710	6141	FICA EXPENSE	\$	8,771.00	\$	9,078.00
15710	6142	GROUP HEALTH INSURANCE	\$	19,108.00	\$	23,794.00
15710	6143	WORKERS' COMPENSATION	\$	2,899.00	\$	3,040.00
15710	6145	UNEMPLOYMENT COMPENSATION	\$	414.00	\$	414.00
15710	6146	RETIREMENT	\$	10,325.00	\$	10,686.00
15710	6148	LONGEVITY PAY	\$	1,013.00	\$	1,193.00
15710	6204	TRAVEL	\$	2,000.00	\$	2,000.00
15710	6206	TRAINING	\$	300.00	\$	300.00
15710	6207	PRE-EMPLOYMENT	\$	-	\$	-
15710	6209	DUES & SUBSCRIPTIONS	\$	100.00	\$	100.00
15710	6226	MISC. CONTRACTUAL SERVICES	\$	312.00	\$	312.00
15710	6261	VEHICLE MAINTENANCE	\$	2,000.00	\$	2,000.00
15710	6262	GAS AND OIL	\$	1,200.00	\$	1,200.00
15710	6285	BUILDING MAINT & SUPPLIES	\$	316,733.00	\$	319,283.00
15710	6303	OPERATING SUPPLIES	\$	500.00	\$	250.00
15710	6305	UNIFORMS	\$	600.00	\$	300.00
15710	6308	PRINTING	\$	-	\$	-
15710	6313	SMALL TOOLS	\$	850.00	\$	850.00
15710	6314	BUILDING SUPPLIES	\$	8,000.00	\$	6,000.00
15710	6326	SAFETY EQUIPMENT/SUPPLIES	\$	450.00	\$	450.00
15710	6360	MINOR OPERATING OUTLAY	\$	-	\$	-
15710	6625	IMPROVEMENTS OTHER THAN BLDG	\$	-	\$	-
15710	6805	TRANSFER TO CAPITAL PROJECTS	\$	-	\$	-
TOTAL	FACILITY SERVICES		\$	486,915.00	\$	496,359.00
15910	INFORMATION SERVICES					
15910	6101	SALARIES	\$	233,472.00	\$	241,658.00
15910	6102	TEMPORARY HELP	\$	30,000.00	\$	35,000.00
15910	6105	SALARY SAVINGS	\$	(5,377.00)	\$	(5,647.00)
15910	6139	OVERTIME	\$	721.00	\$	721.00
15910	6141	FICA EXPENSE	\$	20,566.00	\$	21,601.00
15910	6142	GROUP HEALTH INSURANCE	\$	28,662.00	\$	35,691.00
15910	6143	WORKERS' COMPENSATION	\$	561.00	\$	590.00
15910	6145	UNEMPLOYMENT COMPENSATION	\$	828.00	\$	828.00
15910	6146	RETIREMENT	\$	24,209.00	\$	22,274.00
15910	6148	LONGEVITY PAY	\$	1,128.00	\$	1,338.00
15910	6152	ACCRUED LEAVE PAY	\$	3,511.00	\$	3,634.00
15910	6204	TRAVEL	\$	1,430.00	\$	1,430.00
15910	6206	TRAINING	\$	27,420.00	\$	27,420.00
15910	6207	PRE-EMPLOYMENT	\$	-	\$	-
15910	6209	DUES & SUBSCRIPTIONS	\$	430.00	\$	880.00

15910	6225	COMPUTER SERVICES	\$	28,615.00	\$	25,787.00
15910	6226	MISC. CONTRACTUAL SERVICES	\$	270,838.00	\$	227,520.00
15910	6240	CELL PHONES	\$	588.00	\$	588.00
15910	6246	OFFICE EQUIP & MAINTENANCE	\$	27,484.00	\$	27,484.00
15910	6261	VEHICLE MAINTENANCE	\$	878.00	\$	878.00
15910	6262	GAS AND OIL	\$	500.00	\$	500.00
15910	6301	OFFICE SUPPLIES	\$	50.00	\$	50.00
15910	6302	POSTAGE	\$	500.00	\$	500.00
15910	6305	UNIFORMS	\$	540.00	\$	540.00
15910	6312	COMPUTER SUPPLIES	\$	9,105.00	\$	9,105.00
15910	6360	MINOR OPERATING OUTLAY	\$	24,742.00	\$	18,199.00
15910	6635	COMPUTER EQUIPMENT	\$	-	\$	-
15910	6645	OPERATING EQUIPMENT	\$	-	\$	-
15910	6809	TRANSFER TO CABLE/CAP EQUIP	\$	117,000.00	\$	117,000.00
TOTAL INFORMATION SERVICES			\$	848,401.00	\$	815,569.00
15920 IS GIS						
15920	6101	SALARIES	\$	10,499.00	\$	10,814.00
15920	6105	SALARY SAVINGS	\$	(210.00)	\$	(216.00)
15920	6141	FICA EXPENSE	\$	803.00	\$	827.00
15920	6142	GROUP HEALTH INSURANCE	\$	1,338.00	\$	1,666.00
15920	6143	WORKERS' COMPENSATION	\$	22.00	\$	23.00
15920	6145	UNEMPLOYMENT COMPENSATION	\$	29.00	\$	29.00
15920	6146	RETIREMENT	\$	946.00	\$	974.00
15920	6204	TRAVEL	\$	2,280.00	\$	1,550.00
15920	6206	TRAINING	\$	8,995.00	\$	8,995.00
15920	6207	PRE-EMPLOYMENT	\$	-	\$	-
15920	6209	DUES & SUBSCRIPTIONS	\$	140.00	\$	140.00
15920	6226	MISC. CONTRACTUAL SERVICES	\$	39,681.00	\$	39,681.00
15920	6301	OFFICE SUPPLIES	\$	5,430.00	\$	5,430.00
15920	6305	UNIFORMS	\$	90.00	\$	90.00
15920	6312	COMPUTER SUPPLIES	\$	-	\$	-
TOTAL IS GIS			\$	70,043.00	\$	70,003.00
16210 MERIT POOL						
16210	6101	SALARIES	\$	673,722.00	\$	241,687.00
TOTAL MERIT POOL			\$	673,722.00	\$	241,687.00
16310 CAPITAL EQUIPMENT RESERVE						
16310	6810	CAPITAL EQUIPMENT RESERVE	\$	371,000.00	\$	371,000.00
TOTAL CAPITAL EQUIPMENT RESERVE			\$	371,000.00	\$	371,000.00
19999 NON-DEPARTMENTAL						
19999	6203	INSURANCE SHARE	\$	173,549.00	\$	199,581.00
19999	6234	CREDIT CARD CONV FEES	\$	-	\$	20,000.00

19999	6238	ELECTRICITY	\$	355,000.00	\$	355,000.00
19999	6241	TELEPHONE	\$	138,500.00	\$	138,500.00
19999	6246	OFFICE EQUIP & MAINTENANCE	\$	42,264.00	\$	42,264.00
19999	6248	GAS	\$	35,000.00	\$	35,000.00
19999	6251	T.R.A. WATER	\$	196,833.00	\$	196,833.00
19999	6281	COMMUNICATIONS MAINTENANCE	\$	126,091.00	\$	126,693.00
19999	6302	POSTAGE	\$	15,880.00	\$	15,880.00
TOTAL NON-DEPARTMENTAL			\$	1,083,117.00	\$	1,129,751.00
TOTAL GENERAL FUND EXPENDITURES			\$	23,694,811.00	\$	24,044,488.00

UTILITY FUND			FY 2018 BUDGET	FY 2019 PROPOSED
REVENUE				
20000	5711	SALE OF MATERIAL	\$ -	\$ -
20000	5713	GAIN/LOSS ON FIXED ASSET	\$ -	\$ -
20000	5714	SALE OF SURPLUS PROPERTY	\$ -	\$ -
20000	5716	EARNED INTEREST	\$ 45,000.00	\$ 60,000.00
20000	5719	MISCELLANEOUS	\$ 13,000.00	\$ 15,000.00
20000	5727	WATER REVENUE IMPACT FEES	\$ -	\$ -
20000	5740	WASTEWATER REVENUE IMPACT FEE	\$ -	\$ -
20000	5765	INTEREST-WATER IMPACT FEES	\$ -	\$ -
20000	5766	INTEREST-WASTEWATER IMPACT FEE	\$ -	\$ -
20000	5800	DEVELOPER CONTRIBUTION	\$ -	\$ -
20000	5817	WATER REVENUE-BASE RATE	\$ 11,195,957.00	\$ 1,692,467.00
20000	5818	SEWER REVENUE-BASE RATE	\$ 4,024,060.00	\$ 1,281,579.00
20000	5821	SEWER INSTALLATION	\$ 15,000.00	\$ 15,000.00
20000	5822	WATER INSTALLATION	\$ 42,000.00	\$ 42,000.00
20000	5823	WATER REVENUE-VOLUME RATE	\$ -	\$ 9,794,756.00
20000	5824	SEWER REVENUE-VOLUME RATE	\$ -	\$ 3,299,803.00
20000	5827	ENGINEERING & DEVELOP CHARGES	\$ 5,000.00	\$ 5,000.00
20000	5833	PENALTIES	\$ 200,000.00	\$ 200,000.00

TOTAL	UTILITY FUND REVENUE		\$ 15,540,017.00	\$ 16,405,605.00
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EXPENDITURES

21110 ADMINISTRATION				
21110	6101	SALARIES	\$ 37,569.00	\$ -
21110	6141	FICA EXPENSE	\$ 2,872.00	\$ -
21110	6142	GROUP HEALTH INSURANCE	\$ 2,389.00	\$ -
21110	6143	WORKERS' COMPENSATION	\$ 992.00	\$ -
21110	6145	UNEMPLOYMENT COMPENSATION	\$ 207.00	\$ -
21110	6146	RETIREMENT	\$ 3,383.00	\$ -
TOTAL	ADMINISTRATION		\$ 47,412.00	\$ -
22010 UTILITY BILLING				
22010	6101	SALARIES	\$ 178,435.00	\$ 190,896.00
22010	6102	TEMPORARY HELP	\$ -	\$ -
22010	6139	OVERTIME	\$ 1,271.00	\$ 1,271.00
22010	6141	FICA EXPENSE	\$ 14,340.00	\$ 14,917.00
22010	6142	GROUP HEALTH INSURANCE	\$ 38,216.00	\$ 47,588.00
22010	6143	WORKERS' COMPENSATION	\$ 390.00	\$ 407.00
22010	6145	UNEMPLOYMENT COMPENSATION	\$ 828.00	\$ 828.00
22010	6146	RETIREMENT	\$ 16,877.00	\$ 17,559.00
22010	6148	LONGEVITY PAY	\$ 3,133.00	\$ 1,223.00
22010	6152	ACCRUED LEAVE PAY	\$ 4,603.00	\$ 1,610.00

22010	6204	TRAVEL	\$	4,000.00	\$	4,000.00
22010	6206	TRAINING	\$	198.00	\$	198.00
22010	6207	PRE-EMPLOYMENT	\$	-	\$	-
22010	6221	AUDIT	\$	26,778.00	\$	32,031.00
22010	6225	COMPUTER SERVICES	\$	29,303.00	\$	30,363.00
22010	6226	MISC. CONTRACTUAL SERVICES	\$	45,979.00	\$	45,979.00
22010	6233	BANK SERVICE CHARGES	\$	7,492.00	\$	7,492.00
22010	6246	OFFICE EQUIP & MAINTENANCE	\$	895.00	\$	895.00
22010	6285	BUILDING MAINT & SUPPLIES	\$	7,807.00	\$	7,807.00
22010	6301	OFFICE SUPPLIES	\$	670.00	\$	670.00
22010	6302	POSTAGE	\$	47,538.00	\$	48,150.00
22010	6303	OPERATING SUPPLIES	\$	2,055.00	\$	1,675.00
22010	6308	PRINTING	\$	988.00	\$	450.00
22010	6312	COMPUTER SUPPLIES	\$	1,629.00	\$	1,629.00
22010	6360	MINOR OPERATING OUTLAY	\$	-	\$	-
TOTAL UTILITY BILLING			\$	433,425.00	\$	457,638.00
25920 IS GIS						
25920	6101	SALARIES	\$	48,750.00	\$	50,213.00
25920	6141	FICA EXPENSE	\$	3,729.00	\$	3,841.00
25920	6142	GROUP HEALTH INSURANCE	\$	6,210.00	\$	7,733.00
25920	6143	WORKERS' COMPENSATION	\$	102.00	\$	105.00
25920	6145	UNEMPLOYMENT COMPENSATION	\$	135.00	\$	135.00
25920	6146	RETIREMENT	\$	4,390.00	\$	4,522.00
TOTAL IS GIS			\$	63,316.00	\$	66,549.00
26110 UTILITY OPERATIONS WATER						
26110	6101	SALARIES	\$	241,743.00	\$	248,355.00
26110	6102	TEMPORARY HELP	\$	-	\$	-
26110	6135	STANDBY PAY	\$	2,955.00	\$	2,955.00
26110	6139	OVERTIME	\$	17,794.00	\$	17,794.00
26110	6141	FICA EXPENSE	\$	20,796.00	\$	21,315.00
26110	6142	GROUP HEALTH INSURANCE	\$	57,325.00	\$	71,382.00
26110	6143	WORKERS' COMPENSATION	\$	7,020.00	\$	6,617.00
26110	6145	UNEMPLOYMENT COMPENSATION	\$	1,242.00	\$	1,242.00
26110	6146	RETIREMENT	\$	24,476.00	\$	25,090.00
26110	6147	INCENTIVE PAY	\$	1,500.00	\$	600.00
26110	6148	LONGEVITY PAY	\$	2,888.00	\$	3,243.00
26110	6152	ACCRUED LEAVE PAY	\$	4,945.00	\$	5,685.00
26110	6204	TRAVEL	\$	-	\$	-
26110	6206	TRAINING	\$	3,710.00	\$	3,710.00
26110	6207	PRE-EMPLOYMENT	\$	647.00	\$	647.00
26110	6209	DUES & SUBSCRIPTIONS	\$	1,485.00	\$	1,485.00
26110	6213	TUITION REIMBURSEMENT	\$	-	\$	-
26110	6226	MISC. CONTRACTUAL SERVICES	\$	24,390.00	\$	26,190.00
26110	6231	LEGAL ADVERTISING	\$	600.00	\$	100.00
26110	6240	CELL PHONES	\$	990.00	\$	990.00

26110	6245	EQUIPMENT RENTAL	\$	1,000.00	\$	1,500.00
26110	6251	T.R.A. WATER	\$	9,365,825.00	\$	9,794,756.00
26110	6253	WATER SAMPLES	\$	10,000.00	\$	10,000.00
26110	6261	VEHICLE MAINTENANCE	\$	4,000.00	\$	4,000.00
26110	6262	GAS AND OIL	\$	12,950.00	\$	12,950.00
26110	6274	METER MAINT AND TESTING	\$	1,500.00	\$	1,500.00
26110	6284	EQUIPMENT MAINTENANCE	\$	6,544.00	\$	6,544.00
26110	6285	BUILDING MAINT & SUPPLIES	\$	-	\$	-
26110	6296	WATER LICENSING FEE	\$	23,000.00	\$	23,000.00
26110	6301	OFFICE SUPPLIES	\$	-	\$	-
26110	6302	POSTAGE	\$	3,690.00	\$	3,690.00
26110	6303	OPERATING SUPPLIES	\$	-	\$	-
26110	6304	CHEMICALS	\$	4,000.00	\$	4,000.00
26110	6305	UNIFORMS	\$	2,843.00	\$	2,843.00
26110	6308	PRINTING	\$	3,300.00	\$	3,300.00
26110	6313	SMALL TOOLS	\$	3,400.00	\$	3,400.00
26110	6324	REPAIR & MAINTENANCE	\$	87,219.00	\$	87,219.00
26110	6326	SAFETY EQUIPMENT/SUPPLIES	\$	-	\$	-
26110	6360	MINOR OPERATING OUTLAY	\$	-	\$	-
26110	6654	WATER METER & FIRE PLUGS	\$	100,000.00	\$	100,000.00
26110	6670	INFRASTRUCTURE RENEWAL	\$	-	\$	-
TOTAL UTILITY OPERATIONS WATER			\$	10,043,777.00	\$	10,496,102.00

26120 UTILITY OPERATIONS WASTEWATER

26120	6101	SALARIES	\$	104,056.00	\$	103,653.00
26120	6102	TEMPORARY HELP	\$	-	\$	-
26120	6135	STANDBY PAY	\$	2,829.00	\$	2,829.00
26120	6139	OVERTIME	\$	16,846.00	\$	16,846.00
26120	6141	FICA EXPENSE	\$	9,584.00	\$	9,561.00
26120	6142	GROUP HEALTH INSURANCE	\$	28,662.00	\$	35,691.00
26120	6143	WORKERS' COMPENSATION	\$	3,159.00	\$	3,299.00
26120	6145	UNEMPLOYMENT COMPENSATION	\$	621.00	\$	621.00
26120	6146	RETIREMENT	\$	11,282.00	\$	11,254.00
26120	6148	LONGEVITY PAY	\$	1,553.00	\$	1,643.00
26120	6204	TRAVEL	\$	-	\$	-
26120	6206	TRAINING	\$	1,995.00	\$	1,995.00
26120	6207	PRE-EMPLOYMENT	\$	367.00	\$	367.00
26120	6209	DUES & SUBSCRIPTIONS	\$	752.00	\$	752.00
26120	6226	MISC. CONTRACTUAL SERVICES	\$	8,402.00	\$	8,402.00
26120	6252	T.R.A. SEWER	\$	2,798,735.00	\$	3,299,803.00
26120	6261	VEHICLE MAINTENANCE	\$	1,500.00	\$	1,500.00
26120	6262	GAS AND OIL	\$	10,300.00	\$	10,300.00
26120	6284	EQUIPMENT MAINTENANCE	\$	16,000.00	\$	16,000.00
26120	6304	CHEMICALS	\$	5,000.00	\$	5,000.00
26120	6305	UNIFORMS	\$	2,988.00	\$	2,988.00
26120	6313	SMALL TOOLS	\$	2,600.00	\$	2,600.00
26120	6324	REPAIR & MAINTENANCE	\$	55,434.00	\$	55,157.00
26120	6326	SAFETY EQUIPMENT/SUPPLIES	\$	-	\$	-

26120	6360	MINOR OPERATING OUTLAY	\$	-	\$	-
TOTAL	UTILITY OPERATIONS WASTEWATER		\$	3,082,665.00	\$	3,590,261.00
26130 UTILITY SUPPORT						
26130	6101	SALARIES	\$	742,623.00	\$	765,308.00
26130	6135	STANDBY PAY	\$	2,460.00	\$	2,460.00
26130	6139	OVERTIME	\$	19,744.00	\$	19,744.00
26130	6141	FICA EXPENSE	\$	59,240.00	\$	60,919.00
26130	6142	GROUP HEALTH INSURANCE	\$	111,783.00	\$	139,195.00
26130	6143	WORKERS' COMPENSATION	\$	5,986.00	\$	7,123.00
26130	6145	UNEMPLOYMENT COMPENSATION	\$	2,381.00	\$	2,381.00
26130	6146	RETIREMENT	\$	69,733.00	\$	71,712.00
26130	6147	INCENTIVE PAY	\$	3,000.00	\$	1,800.00
26130	6148	LONGEVITY PAY	\$	5,451.00	\$	6,172.00
26130	6152	ACCRUED LEAVE PAY	\$	1,098.00	\$	857.00
26130	6204	TRAVEL	\$	-	\$	-
26130	6206	TRAINING	\$	6,850.00	\$	6,850.00
26130	6207	PRE-EMPLOYMENT	\$	201.00	\$	201.00
26130	6208	ORGANIZATIONAL DEVELOPMENT	\$	5,121.00	\$	5,121.00
26130	6209	DUES & SUBSCRIPTIONS	\$	3,846.00	\$	3,846.00
26130	6213	TUITION REIMBURSEMENT	\$	-	\$	-
26130	6225	COMPUTER SERVICES	\$	3,020.00	\$	3,020.00
26130	6226	MISC. CONTRACTUAL SERVICES	\$	31,869.00	\$	31,869.00
26130	6246	OFFICE EQUIP & MAINTENANCE	\$	1,840.00	\$	1,840.00
26130	6261	VEHICLE MAINTENANCE	\$	2,900.00	\$	2,900.00
26130	6262	GAS AND OIL	\$	16,350.00	\$	16,350.00
26130	6284	EQUIPMENT MAINTENANCE	\$	400.00	\$	400.00
26130	6285	BUILDING MAINT & SUPPLIES	\$	8,037.00	\$	8,314.00
26130	6287	PROPERTY MAINTENANCE	\$	3,000.00	\$	3,000.00
26130	6301	OFFICE SUPPLIES	\$	1,800.00	\$	1,800.00
26130	6302	POSTAGE	\$	-	\$	-
26130	6303	OPERATING SUPPLIES	\$	900.00	\$	900.00
26130	6305	UNIFORMS	\$	4,449.00	\$	4,449.00
26130	6308	PRINTING	\$	485.00	\$	485.00
26130	6312	COMPUTER SUPPLIES	\$	1,000.00	\$	1,000.00
26130	6313	SMALL TOOLS	\$	2,000.00	\$	2,000.00
26130	6314	BUILDING SUPPLIES	\$	705.00	\$	705.00
26130	6326	SAFETY EQUIPMENT/SUPPLIES	\$	6,225.00	\$	6,225.00
26130	6360	MINOR OPERATING OUTLAY	\$	-	\$	-
TOTAL	UTILITY SUPPORT		\$	1,124,497.00	\$	1,178,946.00
26210 MERIT POOL						
26210	6101	SALARIES	\$	29,711.00	\$	31,000.00
26210	6506	BAD DEBT EXPENSE	\$	-	\$	-
TOTAL	MERIT POOL		\$	29,711.00	\$	31,000.00

26410 TRANSFERS				
26410	6805	TRANSFER TO CAPITAL PROJECTS	\$ 81,100.00	\$ 81,100.00
26410	6811	TRANSFER TO GENERAL FUND	\$ 196,920.00	\$ 226,117.00
26410	6820	INTRAFUND LOAN REPYMT-TOMORROW	\$ 44,286.00	\$ 44,286.00
TOTAL TRANSFERS			\$ 322,306.00	\$ 351,503.00
26510 DEBT SERVICE				
26510	6503	DEPRECIATION EXPENSE	\$ -	\$ -
26510	6505	AMORTIZE EXPENSE	\$ -	\$ -
26510	6592	REVENUE BOND PRINCIPAL PAYMENT	\$ 155,000.00	\$ -
26510	6595	BOND PAYMENT INTEREST	\$ 2,325.00	\$ -
26510	6599	PAYING AGENTS FEES	\$ -	\$ -
TOTAL DEBT SERVICE			\$ 157,325.00	\$ -
29999 NON-DEPARTMENTAL				
29999	6203	INSURANCE SHARE	\$ 76,033.00	\$ 87,437.00
29999	6238	ELECTRICITY	\$ 105,454.00	\$ 105,454.00
29999	6241	TELEPHONE	\$ 3,896.00	\$ 3,896.00
29999	6246	OFFICE EQUIP & MAINTENANCE	\$ 3,165.00	\$ 3,165.00
29999	6248	GAS	\$ 9,225.00	\$ 9,225.00
29999	6281	COMMUNICATIONS MAINTENANCE	\$ 19,284.00	\$ 19,377.00
29999	6302	POSTAGE	\$ 5,051.00	\$ 5,051.00
29999	6813	TRANSFER TO OTHER FUNDS	\$ -	\$ -
TOTAL NON-DEPARTMENTAL			\$ 222,108.00	\$ 233,605.00
TOTAL UTILITY FUND EXPENDITURES			\$ 15,526,542.00	\$ 16,405,604.00

DRAINAGE FUND			FY 2018 BUDGET	FY 2019 PROPOSED
REVENUE				
170000 DRAINAGE FEE FUND				
170000	5714	SALE OF SURPLUS PROPERTY	\$ -	\$ -
170000	5716	EARNED INTEREST	\$ 6,000.00	\$ 6,120.00
170000	5719	MISCELLANEOUS	\$ -	\$ -
170000	5738	INTEREST INCOME - 2001 BONDS	\$ -	\$ -
170000	5833	PENALTIES	\$ 5,000.00	\$ 9,568.00
170000	5942	DRAINAGE FEE REVENUES	\$ 950,880.00	\$ 956,760.00
TOTAL DRAINAGE FEE FUND REVENUE			\$ 961,880.00	\$ 972,448.00
175210 DRAINAGE				
175210	6101	SALARIES	\$ 180,363.00	\$ 192,549.00
175210	6102	TEMPORARY HELP	\$ -	\$ -
175210	6135	STANDBY PAY	\$ 3,166.00	\$ 3,166.00
175210	6139	OVERTIME	\$ 18,182.00	\$ 18,182.00
175210	6141	FICA EXPENSE	\$ 16,567.00	\$ 17,849.00
175210	6142	GROUP HEALTH INSURANCE	\$ 48,726.00	\$ 60,675.00
175210	6143	WORKERS' COMPENSATION	\$ 5,754.00	\$ 6,363.00
175210	6145	UNEMPLOYMENT COMPENSATION	\$ 1,056.00	\$ 1,056.00
175210	6146	RETIREMENT	\$ 19,502.00	\$ 21,010.00
175210	6148	LONGEVITY PAY	\$ 2,945.00	\$ 3,428.00
175210	6152	ACCRUED LEAVE PAY	\$ 11,920.00	\$ 16,002.00
175210	6206	TRAINING	\$ 2,782.00	\$ 2,782.00
175210	6207	PRE-EMPLOYMENT	\$ 302.00	\$ 302.00
175210	6208	ORGANIZATIONAL DEVELOPMENT	\$ -	\$ -
175210	6209	DUES & SUBSCRIPTIONS	\$ -	\$ -
175210	6221	AUDIT	\$ 1,500.00	\$ 1,500.00
175210	6223	ENGINEERING SERVICES	\$ 39,355.00	\$ 39,355.00
175210	6225	COMPUTER SERVICES	\$ 7,042.00	\$ 7,042.00
175210	6226	MISC. CONTRACTUAL SERVICES	\$ 12,734.00	\$ 12,734.00
175210	6245	EQUIPMENT RENTAL	\$ 6,000.00	\$ 6,000.00
175210	6254	DRAINAGE DITCH CLEANING	\$ -	\$ -
175210	6261	VEHICLE MAINTENANCE	\$ 2,850.00	\$ 2,850.00
175210	6262	GAS AND OIL	\$ 19,650.00	\$ 19,650.00
175210	6284	EQUIPMENT MAINTENANCE	\$ 10,900.00	\$ 10,900.00
175210	6285	BUILDING MAINT & SUPPLIES	\$ 2,736.00	\$ 2,736.00
175210	6301	OFFICE SUPPLIES	\$ 500.00	\$ 500.00
175210	6302	POSTAGE	\$ -	\$ -
175210	6303	OPERATING SUPPLIES	\$ -	\$ -
175210	6305	UNIFORMS	\$ 3,200.00	\$ 3,200.00
175210	6312	COMPUTER SUPPLIES	\$ 400.00	\$ 400.00
175210	6313	SMALL TOOLS	\$ 1,703.00	\$ 1,703.00
175210	6314	BUILDING SUPPLIES	\$ 240.00	\$ 240.00
175210	6324	REPAIR & MAINTENANCE	\$ 38,431.00	\$ 38,431.00

175210	6325	DRAINAGE SUPPLIES	\$	-	\$	-
175210	6326	SAFETY EQUIPMENT/SUPPLIES	\$	2,085.00	\$	2,085.00
175210	6360	MINOR OPERATING OUTLAY	\$	-	\$	-
175210	6645	OPERATING EQUIPMENT	\$	-	\$	-
175210	6805	TRANSFER TO CAPITAL PROJECTS	\$	750,000.00	\$	-
TOTAL	DRAINAGE		\$	1,210,591.00	\$	492,690.00
175220 STORM WATER						
175220	6101	SALARIES	\$	63,607.00	\$	65,646.00
175220	6139	OVERTIME	\$	-	\$	-
175220	6141	FICA EXPENSE	\$	5,147.00	\$	5,316.00
175220	6142	GROUP HEALTH INSURANCE	\$	10,510.00	\$	13,087.00
175220	6143	WORKERS' COMPENSATION	\$	297.00	\$	307.00
175220	6145	UNEMPLOYMENT COMPENSATION	\$	228.00	\$	228.00
175220	6146	RETIREMENT	\$	6,059.00	\$	6,258.00
175220	6148	LONGEVITY PAY	\$	1,125.00	\$	1,215.00
175220	6152	ACCRUED LEAVE PAY	\$	2,548.00	\$	2,631.00
175220	6206	TRAINING	\$	500.00	\$	500.00
175220	6207	PRE-EMPLOYMENT	\$	-	\$	-
175220	6209	DUES & SUBSCRIPTIONS	\$	215.00	\$	215.00
175220	6221	AUDIT	\$	500.00	\$	500.00
175220	6223	ENGINEERING SERVICES	\$	-	\$	-
175220	6225	COMPUTER SERVICES	\$	600.00	\$	600.00
175220	6226	MISC. CONTRACTUAL SERVICES	\$	15,312.00	\$	15,312.00
175220	6229	COMMUNITY RELATIONS	\$	1,200.00	\$	1,200.00
175220	6261	VEHICLE MAINTENANCE	\$	250.00	\$	250.00
175220	6262	GAS AND OIL	\$	4,000.00	\$	4,000.00
175220	6296	WATER LICENSING FEE	\$	-	\$	-
175220	6303	OPERATING SUPPLIES	\$	500.00	\$	500.00
175220	6305	UNIFORMS	\$	300.00	\$	300.00
175220	6313	SMALL TOOLS	\$	300.00	\$	300.00
175220	6326	SAFETY EQUIPMENT/SUPPLIES	\$	185.00	\$	185.00
175220	6327	MOSQUITO CONTROL	\$	-	\$	-
TOTAL	STORM WATER		\$	113,383.00	\$	118,550.00
175920 IS GIS						
175920	6101	SALARIES	\$	15,751.00	\$	16,224.00
175920	6141	FICA EXPENSE	\$	1,205.00	\$	1,241.00
175920	6142	GROUP HEALTH INSURANCE	\$	2,006.00	\$	2,498.00
175920	6143	WORKERS' COMPENSATION	\$	33.00	\$	34.00
175920	6145	UNEMPLOYMENT COMPENSATION	\$	43.00	\$	43.00
175920	6146	RETIREMENT	\$	1,418.00	\$	1,461.00
TOTAL	IS GIS		\$	20,456.00	\$	21,501.00
176210 MERIT POOL						
176210	6101	SALARIES	\$	5,847.00	\$	6,200.00

TOTAL	MERIT POOL		\$	5,847.00	\$	6,200.00
176410	TRANSFERS					
176410	6820	INTRAFUND LOAN REPYMT-TOMORROW	\$	-	\$	-
TOTAL	TRANSFERS		\$	-	\$	-
176510	DEBT SERVICE					
176510	6595	BOND PAYMENT INTEREST	\$	-	\$	-
176510	6597	DRAINAGE REVENUE BONDS 2011	\$	124,574.00	\$	125,670.00
TOTAL	DEBT SERVICE		\$	124,574.00	\$	125,670.00
179999	NON-DEPARTMENTAL					
179999	6203	INSURANCE SHARE	\$	2,631.00	\$	2,631.00
179999	6238	ELECTRICITY	\$	200.00	\$	200.00
179999	6241	TELEPHONE	\$	-	\$	-
179999	6246	OFFICE EQUIP & MAINTENANCE	\$	-	\$	-
179999	6248	GAS	\$	600.00	\$	600.00
179999	6281	COMMUNICATIONS MAINTENANCE	\$	2,967.00	\$	2,981.00
179999	6302	POSTAGE	\$	113.00	\$	113.00
TOTAL	NON-DEPARTMENTAL		\$	6,511.00	\$	6,525.00
TOTAL	DRAINAGE FEE FUND EXPENDITURES		\$	1,481,362.00	\$	771,136.00

			FY 2018	FY 2019
DEBT SERVICE FUND			BUDGET	PROPOSED
REVENUE				
40000 DEBT SERVICE FUND				
40000	5101	CURRENT TAXES	\$ 683,367.00	\$ 682,115.00
40000	5102	DELINQUENT TAXES	\$ 5,000.00	\$ 5,000.00
40000	5103	PENALTY & INTEREST	\$ 5,000.00	\$ 5,000.00
40000	5716	EARNED INTEREST	\$ 5,000.00	\$ 5,000.00
40000	5790	USE OF FUND BALANCE	\$ 125,000.00	\$ -
40000	5868	PROCEEDS FROM BONDS	\$ -	\$ -
40000	5869	PREMIUM ON BOND ISSUANCE	\$ -	\$ -
40000	5875	TRANSFER-IN CCCPD FUND	\$ 501,845.00	\$ 509,100.00
40000	5877	DEBT PYMT FROM TIF-2011 RFNDG	\$ 654,200.00	\$ 653,725.00

TOTAL	DEBT SERVICE FUND		\$ 1,979,412.00	\$ 1,859,940.00
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EXPENDITURES				
46510 DEBT SERVICE				
46510	6501	G.O. REFUNDING BONDS (2006)	\$ 538,938.00	\$ 549,828.00
46510	6502	G.O. REFUNDING BONDS (2011)	\$ 165,450.00	\$ 170,000.00
46510	6525	G. O. BONDS (2007)	\$ -	\$ -
46510	6526	G.O. REFUNDING BONDS (2016)	\$ 933,450.00	\$ 923,300.00
46510	6582	FIRE TRUCK LEASE	\$ -	\$ -
46510	6583	2016 FIRE ENGINE LEASE	\$ 48,485.00	\$ 48,485.00
46510	6584	FIRE TRUCK LOAN	\$ 116,839.00	\$ 116,839.00
46510	6585	AMBULANCE LEASE	\$ 175,000.00	\$ 49,988.00
46510	6587	RADIO TOWER LEASE	\$ -	\$ -
46510	6588	2013 AMBULANCE LEASE	\$ -	\$ -
46510	6591	PAYMENT TO ESCROW AGENT	\$ -	\$ -
46510	6594	BOND ISSUE EXPENSE	\$ -	\$ -
46510	6595	BOND PAYMENT INTEREST	\$ -	\$ -
46510	6599	PAYING AGENTS FEES	\$ 1,250.00	\$ 1,500.00

TOTAL	DEBT SERVICE		\$ 1,979,412.00	\$ 1,859,940.00
TOTAL	DEBT SERVICE FUND		\$ 1,979,412.00	\$ 1,859,940.00

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CITY OF COLLEYVILLE
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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

VENDOR QUANTITY UNIT COST 2019 Proposed

TOTAL GEN FUND .00

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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT
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PROJECTION: 20191 FY 2019 Operating Budget
ACCOUNTS FOR:
GENERAL FUND
0011010 COUNCIL

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0011010 6204 - TRAVEL					
TML Conference for 7 people: Transportation (\$250), Lodging (\$600), Per Diem (\$250), and Registration (\$345)		7.00	1,445.00		19,775.00 *
					10,115.00
TML Elected Officials Conferences: Transportation (\$350), Lodging (\$630), Registration (\$200), Per Diem (\$200)		7.00	1,380.00		9,660.00
0011010 6209 - DUES & SUBSCRIPTIONS					
NCTCOG city membership		1.00	2,463.00		9,551.00 *
					2,463.00
Metroport Cities Partnership		1.00	1,000.00		1,000.00
North Texas Commission		1.00	1,800.00		1,800.00
Texas Municipal League (TML)		1.00	3,438.00		3,438.00
Northeast Leadership Forum		1.00	100.00		100.00
Mayors' Council		1.00	350.00		350.00
International Council of Shopping Centers Mayor \$100, 6 Councilmembers x \$50 = 300		1.00	400.00		400.00
0011010 6226 - MISC. CONTRACTUAL SERVICES					
Alliance for Children: Programs/services for abused children		1.00	3,500.00		29,750.00 *
					3,500.00
GRACE: Emergency Services		1.00	10,000.00		10,000.00
Metroport Meals on Wheels (Senior Center program and home deliveries)		1.00	10,000.00		10,000.00
Safe Haven, Tarrant County: programs/services for abused women		1.00	1,500.00		1,500.00
SNAP (Special Needs Assistance Partners): transportation and		1.00	500.00		500.00

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PROJECTION: 20191 FY 2019 Operating Budget
ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
other services for individuals with intellectual disabilities		1.00	4,250.00		4,250.00
Colleyville Area Chamber of Commerce agreement (cash component)					
0011010 6294 - COUNCIL EXPENSES					10,980.00 *
Gold Sponsorship for the Northeast Leadership Forum Heart of North Texas Conference		1.00	350.00		350.00
Northeast Tarrant Transportation Summit Sponsorship		1.00	750.00		750.00
Metroport Breakfast (usually host 1 per year)		1.00	300.00		300.00
North Texas Commission Annual Luncheon Tickets		7.00	125.00		875.00
Grapevine/Colleyville Education Foundation Luncheons		14.00	50.00		700.00
NCTCOG General Assembly Tickets		7.00	60.00		420.00
Northeast Leadership Forum Annual Meeting/Luncheon Tickets		7.00	45.00		315.00
Colleyville Chamber of Commerce Board Meetings (monthly) x2		25.00	10.00		250.00
TML Region 8 Quarterly Meetings		14.00	30.00		420.00
Facilitator for annual City Council priority setting session		1.00	6,600.00		6,600.00
0011010 6298 - COUNCIL CONTINGENCY					120,000.00 *
Council Contingency		1.00	120,000.00		120,000.00

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0011010 6308 - PRINTING		1.00	150.00		10,150.00 *
Mayor's Letterhead and Envelopes Business Cards for Councilmembers					150.00
Branding update (business cards, letterhead, etc.) for new City Vision, Mission, and Values		1.00	10,000.00		10,000.00
0011010 6323 - COUNCIL SUPPLIES		24.00	220.00		9,745.00 *
Council Meals at Council Meetings		1.00	100.00		5,280.00
Council Holiday Meal, new Council member celebration		1.00	100.00		100.00
Meals for Worksessions and joint meetings		1.00	1,375.00		1,375.00
Birthday Cakes		1.00	200.00		200.00
Proclamation Frames		1.00	550.00		550.00
Miscellaneous supplies for City Council or City Council functions		1.00	500.00		500.00
Nameplates for Dais		1.00	60.00		60.00
Florist- Funerals/Illness		1.00	200.00		200.00
Vases- Engraved for Outgoing Council		1.00	200.00		200.00
Photographer for portrait of Mayor and Council		1.00	380.00		380.00
Beverage service supplies for Council meetings		1.00	800.00		800.00
Table Cloth Cleaning		1.00	100.00		100.00

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

VENDOR	QUANTITY	UNIT COST	2019	Proposed
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TOTAL COUNCIL				209,951.00
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2019	Proposed
0011110	ADMINISTRATION					
0011110	6101 - SALARIES					431,107.00
0011110	6102 - TEMPORARY HELP					24,960.00
0011110	6105 - SALARY SAVINGS					-13,098.00
0011110	6141 - FICA EXPENSE					34,145.00
0011110	6142 - GROUP HEALTH INSURANCE					36,291.00
0011110	6143 - WORKERS' COMPENSATION					1,855.00
0011110	6145 - UNEMPLOYMENT COMPENSATION					1,242.00
0011110	6146 - RETIREMENT					38,871.00
0011110	6148 - LONGEVITY PAY					559.00
0011110	6204 - TRAVEL					7,500.00 *
	International City Management Assoc (ICMA) Conference		3.00	2,000.00		6,000.00
	General travel and training to include local mileage reimbursement, luncheons, speakers, and annual UNT MPA Alumni Conference and Luncheon		1.00	1,500.00		1,500.00
0011110	6206 - TRAINING					9,395.00 *
	Spring/Fall GFOAT Conference		1.00	1,600.00		1,600.00
	Various training/conferences related to program areas		1.00	7,495.00		7,495.00
	Webinars- TML Legislative Updates or Other		1.00	300.00		300.00
0011110	6207 - PRE-EMPLOYMENT					100.00

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CITY OF COLLEYVILLE
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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0011110 6209 - DUES & SUBSCRIPTIONS					6,650.00 *
City Manager: ICMA \$1600, TCMA \$600, NTCMA \$65, ICSC \$50		1.00	2,315.00		2,315.00
Asst. City Manager: \$1,120 ICMA dues, NTCMA \$65, TCMA \$420, NLF \$100, ICSC \$50		1.00	1,755.00		1,755.00
Assistant City Manager: ICMA \$1,120, TCMA \$420, NTCMA \$65, GFOAT with CGFO and Roundtables \$200, UMANT \$50, Northeast Leadership Forum \$100		1.00	1,955.00		1,955.00
GFOA Budget Award Application Fee		1.00	425.00		425.00
American Express Card membership for city credit card		1.00	55.00		55.00
Sam's Club membership		1.00	45.00		45.00
State of Texas Cooperative Purchasing Program annual membership fee		1.00	100.00		100.00
0011110 6226 - MISC. CONTRACTUAL SERVICES					32,050.00 *
Biennial Citizen/Employee Survey		1.00	15,000.00		15,000.00
Intranet Updates and SharePoint administration		1.00	3,000.00		3,000.00
OpenGov annual fees: \$8,550 for Transparency Module and Intelligence Reporting, \$1,500 data auto update		1.00	10,050.00		10,050.00
Historical Preservation Committee projects		1.00	4,000.00		4,000.00

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0011110 6301 - OFFICE SUPPLIES					1,000.00
0011110 6303 - OPERATING SUPPLIES					1,100.00 *
Paper		1.00	1,100.00		1,100.00
0011110 6305 - UNIFORMS					400.00
0011110 6308 - PRINTING					400.00 *
Letterhead, Envelopes, Business Cards		1.00	400.00		400.00

TOTAL ADMINISTRATION 614,527.00

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PROJECTION: 20191 FY 2019 Operating Budget
ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2019	Proposed
0011210	BUILDING INSPECTION					
0011210	6101 - SALARIES					301,925.00
0011210	6105 - SALARY SAVINGS					-6,097.00
0011210	6139 - OVERTIME					1,442.00
0011210	6141 - FICA EXPENSE					23,319.00
0011210	6142 - GROUP HEALTH INSURANCE					59,485.00
0011210	6143 - WORKERS' COMPENSATION					2,217.00
0011210	6145 - UNEMPLOYMENT COMPENSATION					1,035.00
0011210	6146 - RETIREMENT					27,450.00
0011210	6148 - LONGEVITY PAY					1,465.00
0011210	6204 - TRAVEL					1,500.00 *
	Building Official - Attend ICC Annual Code Conference - 2018 Building Codes - Out of state travel and accredited training.		1.00	1,500.00		1,500.00
0011210	6206 - TRAINING					5,425.00 *
	Building Inspectors & Plans Examiner: State Plumbing Inspectors License (CEU's)		3.00	90.00		270.00
	Building Inspectors & Plans Examiner: ICC Certification Exams, CEU's		4.00	170.00		680.00
	Building Inspectors & Plans Examiner: Building Professional Institute (BPI) to obtain required CEU's.		3.00	160.00		480.00
	Building Official: ICC Certification Exams, CEU's		1.00	340.00		340.00
	Building Inspector: TEEX Code Enforcement Officer Training, CEU's		1.00	500.00		500.00
	Building Official: State Plumbing Inspectors License Required CEU's		1.00	90.00		90.00

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
Building Official: Building Professional Institute (BPI) CEU's		1.00	160.00		160.00
Permit Technician: BPI Training, CEU's		1.00	160.00		160.00
Building Official: Training on the 2018 International Building Code		1.00	250.00		250.00
Building Inspector: Required Training For Medical Gas Inspection License. State Requirement That All Med/Gas Plan Review And Inspection Be Performed By A Licensed Plumbing Inspector. Add funding for exam fee, increased tuition and travel		1.00	750.00		750.00
Building Inspector: Fire Sprinkler Inspector Training. State Requirement that Multi-Purpose Residential Fire Sprinklers Inspections Be Performed By a Licensed Plumbing Inspector with endorsement. Add exam fee, tuition increase, and travel		1.00	850.00		850.00
Building Official - Annual Building Officials Association of Texas Conference (BOAT), travel-training expenses included.		1.00	600.00		600.00
Building Official - New 2018 International Residential Code Training		1.00	295.00		295.00
0011210 6209 - DUES & SUBSCRIPTIONS		1.00	106.00		1,724.00 *
Building Official: Texas Department of Health; Code Enforcement Officer License Renewal.		1.00	106.00		106.00
Building Official: Texas State Board of Plumbing Examiners; State Plumbing Inspector		1.00	75.00		75.00

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
License Renewal		1.00	100.00		100.00
Building Official: International Code Council (ICC) Annual Membership Dues		1.00	100.00		100.00
Building Official: Building Officials Association of Texas (TML-BOAT) Annual Membership Dues		1.00	100.00		100.00
Building Official: North Texas Chapter of The International Code Council (NTCICC) Annual Membership Dues		1.00	50.00		50.00
Building Official: Code Enforcement Association of Texas (CEAT) Annual Membership		1.00	50.00		50.00
Building Official: International Association of Electrical Inspectors (IAEI) Annual Membership		3.00	75.00		225.00
Building Inspectors and Plans Examiner: Texas State Board of Plumbing Examiners (TSBPE), State Plumbing Inspectors License Renewal		1.00	150.00		150.00
Building Inspectors & Plans Examiner: Building Officials Association of Texas (BOAT) Annual Membership Dues		3.00	106.00		318.00
Building Inspectors & Plans Examiner: Texas State Department of Health Services; Code Enforcement Officer License Renewal		3.00	50.00		150.00
Building Inspectors & Plans Examiner: North Texas Chapter of The International Code Council (NTCICC) Annual Membership Dues		2.00	50.00		100.00
Building Inspectors: The International Association of Electrical Inspectors (IAEI) Annual Membership Dues		1.00	200.00		200.00

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2019	Proposed
	Building Official - Construction Research Council (CRC) Annual Membership Dues					
0011210	6226 - MISC. CONTRACTUAL SERVICES					
	Contract Plan Review Services: Third Party plan review for large commercial projects. Additions scheduled on at least two schools and contingency for possible large retail and/or assisted living projects. Necessary to maintain plan reviews within 7 business days on the extremely high volume of residential and small commercial projects.		1.00	5,000.00		5,000.00 *
						5,000.00
0011210	6240 - CELL PHONES					
	2 Field Inspectors: Service for City issued cell phones		2.00	444.00		888.00 *
						888.00
0011210	6261 - VEHICLE MAINTENANCE					
	Vehicle Maintenance for F150s (unit #902, 903, 904)		3.00	1,000.00		3,000.00 *
						3,000.00
0011210	6262 - GAS AND OIL					
	Fuel		1.00	3,000.00		3,000.00 *
						3,000.00
0011210	6301 - OFFICE SUPPLIES					678.00
0011210	6303 - OPERATING SUPPLIES					
	Copier Paper		1.00	245.00		265.00 *
						245.00
	First Aid Supplies		1.00	20.00		20.00

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0011210 6305 - UNIFORMS					1,220.00 *
Gloves		3.00	10.00		30.00
Shirts		4.00	150.00		600.00
Hats		3.00	30.00		90.00
Jeans		4.00	50.00		200.00
Coats		4.00	75.00		300.00
0011210 6308 - PRINTING					920.00 *
Building Permit Application-Residential		1.00	50.00		50.00
Building Permit Applications-Commercial		1.00	15.00		15.00
Business Cards		1.00	80.00		80.00
Building Permit Application-Misc Construction		1.00	50.00		50.00
Field Inspection Forms		1.00	20.00		20.00
Correction Notices		1.00	25.00		25.00
Impact Printer Paper Inspection Results Tickets		1.00	200.00		200.00
Stationary: Letterhead		1.00	40.00		40.00
Stationary; Envelopes		1.00	40.00		40.00
Professionally Printed Inspection Tags Are Still Preferred By Many of Our Building Contractors For Their Records (Opposed To Electronic Notices). Green = pass, Red = fail		2.00	150.00		300.00
Forms & Applications		1.00	100.00		100.00

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0011210 6313 - SMALL TOOLS					250.00 *
		2.00	26.00		52.00
Tape Measure					
		2.00	17.00		34.00
Flashlight Batteries					
		2.00	4.00		8.00
Flash Light Lamps					
		2.00	25.00		50.00
Flash Lights					
		2.00	22.00		44.00
Screw Drivers					
		2.00	31.00		62.00
Small Levels					
0011210 6326 - SAFETY EQUIPMENT/SUPPLIES					750.00 *
		3.00	100.00		300.00
Miscellaneous Safety Items (e.g. Sunblock, Safety Glasses, etc)					
		3.00	150.00		450.00
Boots					
TOTAL BUILDING INSPECTION					436,861.00

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2019	Proposed
0011310	ECONOMIC DEVELOPMENT					
0011310	6101 - SALARIES					124,240.00
0011310	6105 - SALARY SAVINGS					-2,487.00
0011310	6141 - FICA EXPENSE					8,698.00
0011310	6142 - GROUP HEALTH INSURANCE					11,897.00
0011310	6143 - WORKERS' COMPENSATION					519.00
0011310	6145 - UNEMPLOYMENT COMPENSATION					207.00
0011310	6146 - RETIREMENT					11,197.00
0011310	6148 - LONGEVITY PAY					104.00
0011310	6204 - TRAVEL					12,900.00 *
	ICSC Annual Conference (RECon)		2.00	2,500.00		5,000.00
	ICSC Texas Conference & Dealmaking		1.00	500.00		500.00
	ICSC Regional Meetings		1.00	200.00		200.00
	Marketing/business development trips to recruit targeted sectors (trips through Dallas Regional Chamber, DFW Marketing Team, Site Selectors Guild, Corenet, etc.)		3.00	2,400.00		7,200.00
0011310	6206 - TRAINING					2,700.00 *
	International Economic Development Council (IEDC) Annual Conference and/or Texas Economic Development Council (TEDC) Fall or Spring Conference		1.00	2,700.00		2,700.00

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0011310 6209 - DUES & SUBSCRIPTIONS					3,210.00 *
International Economic Development Council (IEDC) Dues		1.00	385.00		385.00
Texas Economic Development Council (TEDC) Dues		1.00	275.00		275.00
International Council of Shopping Centers (ICSC) Dues		1.00	100.00		100.00
NTCAR Dues		1.00	300.00		300.00
Northeast Leadership Forum		1.00	100.00		100.00
Fort Worth Business subscription		1.00	125.00		125.00
Dallas Business Journal subscription		1.00	100.00		100.00
I-Communities - NTCAR (split between ED & Communications) - Needed for City web page interactive maps data		1.00	705.00		705.00
CIB List Subscription for online Real Estate		1.00	120.00		120.00
Dallas Regional Chamber DFW Marketing Team		1.00	1,000.00		1,000.00
0011310 6226 - MISC. CONTRACTUAL SERVICES					18,180.00 *
CoStar subscription (access to commercial real estate information) Expanded to include all of North Texas; important for use in responding to leads found on CIB List and to provide in meeting with prospects or existing businesses considering relocation.		1.00	11,000.00		11,000.00
Fee to maintain the www.colleyvilleclosebuy.com url (web address)		1.00	120.00		120.00
Fee to maintain the www.ColleyvilleED.com url (web address)		1.00	120.00		120.00

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PROJECTION: 20191 FY 2019 Operating Budget
ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
Contract Work (studies, marketing collateral, etc.)		1.00	6,940.00		6,940.00
0011310 6236 - ADVERTISING					
ICSC Texas Conference Booth - Costs for booth, supplies, electric, carpet, attendee registrations, promotional items and printing etc. to set up and operate exhibit space at annual ICSC Texas Conference & Deal Making		1.00	1,500.00		4,350.00 * 1,500.00
Meals with prospects, existing business owners and operators, developers, architects, engineers, and others working to invest or maintain business here in Colleyville.		1.00	1,450.00		1,450.00
Registration, costs to participate in annual North Texas Commercial Association of Realtors (NETCAR) Expo in Dallas. Booth, electric, attendee registration, promotional items and event printing.		1.00	1,000.00		1,000.00
Society of Commercial Realtors Fort Worth Trade Show		1.00	400.00		400.00
0011310 6301 - OFFICE SUPPLIES					650.00
0011310 6303 - OPERATING SUPPLIES					550.00 *
Copier Paper		1.00	150.00		150.00
Meeting supplies for various focus groups, meetings with Chamber and/or SCORE reps, etc. - Cups, plates, beverages, food, etc.		1.00	250.00		250.00
Paper (slick for reports, brochures)		1.00	150.00		150.00

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

0011310 6308 - PRINTING

Letterhead, envelopes, business
 cards, images for trade shows

VENDOR	QUANTITY	UNIT COST	2019	Proposed
	1.00	1,235.00		1,235.00 *

TOTAL ECONOMIC DEVELOPMENT

198,150.00

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

0011410 CITY SECRETARY

		VENDOR	QUANTITY	UNIT COST	2019	Proposed
0011410	6101 - SALARIES					100,583.00
0011410	6105 - SALARY SAVINGS					-2,125.00
0011410	6141 - FICA EXPENSE					8,129.00
0011410	6142 - GROUP HEALTH INSURANCE					11,897.00
0011410	6143 - WORKERS' COMPENSATION					444.00
0011410	6145 - UNEMPLOYMENT COMPENSATION					414.00
0011410	6146 - RETIREMENT					9,569.00
0011410	6148 - LONGEVITY PAY					1,898.00
0011410	6152 - ACCRUED LEAVE PAY					3,778.00
0011410	6204 - TRAVEL					1,200.00 *
	MONTHLY NTMCA MTG/LUNCHEON - City Secretary Allows the CSO to keep a local network of professional resources and an educational speaker/event is conducted at each luncheon.		10.00	20.00		200.00
	MILEAGE This item allows for the City Secretary and part time admin to travel to training events and purchase/deliver supplies necessary during the course or normal work operations.		1.00	500.00		500.00
	Luncheon meetings as required for City Secretary or part time admin assistance. Example: Chamber, Ministerial, NCTCOG Provides for a local network of professional resources.		4.00	25.00		100.00
	Registration for open records/open meetings document retention training offered through a variety of State agencies or NCTCOG		2.00	200.00		400.00

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
	Required education for adherence to Public Information Act and Texas Open Meetings Act				
0011410 6206 - TRAINING					3,430.00 *
	Athenian Dialogues - City Secretary	2.00	75.00		150.00
	Athenian Dialogues are book reports required for Texas Registered Municipal Clerk recertification				
	Seminars and conferences for City Secretary - all provide for Texas Registered Municipal Clerk recertification credit. These courses are held throughout the state. All registration, mileage, hotel, and per diem figured in costs Seminar required for recertification	4.00	820.00		3,280.00
0011410 6209 - DUES & SUBSCRIPTIONS					177.00 *
	TX MUNICIPAL LAW & PROCEDURE MANUAL SUPPLEMENT	1.00	47.00		47.00
	This item ensures the CSO has resources available to reference Texas Municipal Laws and Procedures via a manual provided for by the Texas Municipal Clerks Association.				
	TEXAS MUNICIPAL CLERKS ASSOCIATION - City Secretary	1.00	100.00		100.00
	Professional dues, required for Texas Registered Municipal Clerk certification				
	NORTH TEXAS MUNICIPAL CLERKS ASSN. - City Secretary	1.00	30.00		30.00
	Local Texas Registered				

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
Municipal Clerk network and requirement for Texas Registered Municipal Clerk certification/recertification					
0011410 6215 - ELECTION EXPENSES					7,945.00 *
ALL ELECTIONS - (MAYOR/COUNCIL, RUN-OFF, OR SPECIAL ELECTIONS IN NOVEMBER)		1.00	7,000.00		7,000.00
General Elections = \$7,000 Tarrant County Elections Administration provides for a cost effective, efficient, general election.					
SUPPLEMENT TX ELECTION LAW & PROCEDURE MANUAL This supplement is provided by the Texas Municipal Clerks Association and it provides all laws & procedures relative to Texas elections. The cost of this manual usually increases each year.		1.00	95.00		95.00
Election Law Seminar This seminar is provides for annual updates to election law, provides a local and state-wide network for assistance and education.		1.00	350.00		350.00
State required legal notices for General Elections The State requires legal notices to be published in the newspaper of records for all general and special elections.		1.00	500.00		500.00

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0011410 6226 - MISC. CONTRACTUAL SERVICES		1.00	5,000.00		6,400.00 *
ANNUAL CONTRACT FOR OFF-SITE RECORD STORAGE					5,000.00
The contract for off-site records storage allows for the CSO to provide access to public documents.					
		1.00	1,400.00		1,400.00
RECORD DESTRUCTION FEES					
Per state regulations, many of the documents must be destroyed by shredding once retention has been met.					
0011410 6231 - LEGAL ADVERTISING		1.00	3,000.00		3,000.00 *
LEGAL ADS - ORDINANCES/TAX INFO/ETC.					3,000.00
Normal ads = \$2,500					
CSO supports all departments with publication of all ordinances. This promptly and accurately delivers information of government actions.					
0011410 6237 - CODIFICATION		1.00	3,750.00		3,750.00 *
Code Book updates & Codes on Municode website					3,750.00
Codification required by state law. Cost of update is relative to number of qualifying ordinances.					
0011410 6245 - EQUIPMENT RENTAL		4.00	730.00		2,920.00 *
POSTAGE MACHINE ANNUAL LEASE					2,920.00
Billed quarterly					

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0011410 6293 - COMMITTEE EXPENSE		1.00	100.00		1,150.00 *
REFRESHMENTS FOR MISC. MEETINGS					100.00
Assistance with board,					
commision, and committee					
meeting preparation					
		1.00	500.00		500.00
CITY COUNCIL PICTURE FRAME IN					
LOBBY		1.00	500.00		500.00
EVENING APPRECIATION RECEPTION					
for Board, Commission, and					
Committee members		1.00	50.00		50.00
CHAIRMAN PLAQUE FOR BCC					
APPRECIATION					
0011410 6295 - SPECIAL PROJ/CONTRIBUTION		1.00	800.00		800.00 *
SHREDDER for CLEAN SWEEP					800.00
The Clean Sweep event allows					
this office to utilize an					
additional shredding resource					
to offset our contractual					
destruction services with					
Safesite.					
0011410 6301 - OFFICE SUPPLIES					300.00
0011410 6302 - POSTAGE					700.00 *
		1.00	280.00		280.00
CITY MAIL PERMIT FEE					
		1.00	250.00		250.00
CITY BUSINESS REPLY MAIL PERMIT					
FEE		1.00	170.00		170.00
CERTIFIED MAIL FOR ALCOHOL					
RELATED MAILINGS					
0011410 6303 - OPERATING SUPPLIES					1,805.00 *
		1.00	925.00		925.00
COPIER SUPPLIES (PAPER)					
		3.00	50.00		150.00
MINUTE BOOK PAPER					
Colleyville offers digital					
copies of minutes and secures					
(1) original copy in a minute					
book binder.					

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
MINUTE BOOKS		2.00	180.00		360.00
POSTAGE MACHINE SUPPLIES (LABLES/SOLUTION)		1.00	200.00		200.00
MEETING SUPPLIES (FOAM BOARDS/TAPE/ADHESIVE/ETC.)		1.00	50.00		50.00
STORAGE BOXES Although the scanning of documents has increased, and the storage of documents will continue to decrease, all documents must be stored in specific boxes per the off-site storage facility requirements.		1.00	50.00		50.00
KITCHEN SUPPLIES (FOIL/BAGGIES/SARAN WRAP/BAGS)		1.00	50.00		50.00
Dusting spray, cleaning cloths, etc.		1.00	20.00		20.00
0011410 6308 - PRINTING					47.00 *
LETTERHEAD - 3000 STATIONERY		1.00	22.00		22.00
ENVELOPES - STATIONERY		1.00	25.00		25.00
TOTAL CITY SECRETARY					168,211.00

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
GENERAL FUND
 0011510 FINANCE

		VENDOR	QUANTITY	UNIT COST	2019	Proposed
0011510	6101 - SALARIES					308,402.00
0011510	6105 - SALARY SAVINGS					-6,826.00
0011510	6139 - OVERTIME					487.00
0011510	6141 - FICA EXPENSE					26,109.00
0011510	6142 - GROUP HEALTH INSURANCE					47,588.00
0011510	6143 - WORKERS' COMPENSATION					1,426.00
0011510	6145 - UNEMPLOYMENT COMPENSATION					828.00
0011510	6146 - RETIREMENT					30,734.00
0011510	6148 - LONGEVITY PAY					3,020.00
0011510	6152 - ACCRUED LEAVE PAY					29,393.00
0011510	6204 - TRAVEL					4,300.00 *
	2 finance employees - Tyler Technologies Conference 2017		2.00	2,000.00		4,000.00
	Additional Training - Texas Munis Group / American Payroll Institute		1.00	300.00		300.00
0011510	6206 - TRAINING					9,250.00 *
	AMERICAN PAYROLL INSTITUTE - payroll conference		1.00	750.00		750.00
	COMPLIANCE KEY - 1099 WEBINAR		1.00	500.00		500.00
	GFOAT Spring/Fall Conference and/or GFOA Annual Conference		1.00	1,250.00		1,250.00
	Munis training on modules for improvements and efficiency		1.00	5,500.00		5,500.00
	GTOT Conference		1.00	1,250.00		1,250.00

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ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0011510 6209 - DUES & SUBSCRIPTIONS					2,034.00 *
GFOAT/TML - Dues & NCTCOG roundtable		3.00	128.00		384.00
AMERICAN PAYROLL ASSOC - Accounting Manager		1.00	275.00		275.00
TX BLD & COOP COMMISSION - purchasing - Accounting Manager & AP Clerk		1.00	100.00		100.00
GFOA - CFO		1.00	250.00		250.00
TX STATE BOARD OF PUBLIC ACCOUNTANCY - CFO		1.00	450.00		450.00
GARS (Governmental Accounts Research System)		1.00	500.00		500.00
GTOT Subscription		1.00	75.00		75.00
0011510 6221 - AUDIT					19,666.00 *
Audit Fee split between Utility, Drainage, CCCPD & CEDC		1.00	19,298.00		19,298.00
GFOA - Review Fee for CAFR award (split 50/50 with Utility Fund)		1.00	253.00		253.00
GFOA - Review Fee for PAFR award (split 50/50 with Utility Fund)		1.00	115.00		115.00
0011510 6222 - TAX COLLECTION/ASSESSING					118,447.00 *
TARRANT APPRAISAL DISTRICT - annual fee for property appraisals		1.00	90,947.00		90,947.00
GCISD Tax office - property tax collection services		1.00	27,500.00		27,500.00

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ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0011510 6231 - LEGAL ADVERTISING		1.00	179.00		179.00 *
FT WORTH STAR TELEGRAM - Ads for unclaimed property / bid advertisement					179.00
0011510 6233 - BANK SERVICE CHARGES		1.00	1,500.00		3,000.00 *
WELLS FARGO - 30% split w/Utility Fund - check clearing/deposit posting					1,500.00
Courier service for bank deposits (30% share - balance to Utility Fund)		1.00	1,500.00		1,500.00
0011510 6301 - OFFICE SUPPLIES					1,469.00
0011510 6302 - POSTAGE		1.00	100.00		100.00 *
					100.00
0011510 6303 - OPERATING SUPPLIES		1.00	1,878.00		2,028.00 *
TYLER TECHNOLOGIES- signature key for check processing					1,878.00
CPI ONE POINT (copy paper)		1.00	150.00		150.00
0011510 6308 - PRINTING		1.00	625.00		1,875.00 *
PRINTING SYSTEMS INC - AP check stock					625.00
FORMS ONE (STEVE STRANGE) RECEIPT BOOKS & A/P ENVELOPES		1.00	525.00		525.00
TYLER BUSINESS FORMS - tax forms and envelopes		1.00	300.00		300.00
WELLS FARGO - deposit slips		1.00	50.00		50.00
TYLER BUSINESS FORMS (W-2 forms)		1.00	275.00		275.00
CAFR Covers		1.00	100.00		100.00

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ACCOUNTS FOR:
GENERAL FUND

VENDOR	QUANTITY	UNIT COST	2019	Proposed
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TOTAL FINANCE				603,509.00
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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
GENERAL FUND
 0011610 LEGAL

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0011610 6216 - LEGAL COUNCIL & SERVICES					220,000.00 *
Membership for Oncor Cities Steering Committee		1.00	2,900.00		2,900.00
Membership for Atmos Cities Steering Committee		1.00	800.00		800.00
Texas Coalition of Cities for Utility Issues (TCCFUI) membership		1.00	1,100.00		1,100.00
City Attorney services: attendance at City Council meetings, legal counsel, representation, litigation		12.00	16,800.00		201,600.00
Electric Reliability Council of Texas (ERCOT) membership		1.00	100.00		100.00
Legal Services- Prosecutor		12.00	1,125.00		13,500.00
TOTAL LEGAL					220,000.00

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
GENERAL FUND
 0011710 LIBRARY

		VENDOR	QUANTITY	UNIT COST	2019	Proposed
0011710	6101 - SALARIES					344,417.00
0011710	6102 - TEMPORARY HELP					1,500.00
0011710	6105 - SALARY SAVINGS					-7,054.00
0011710	6141 - FICA EXPENSE					25,062.00
0011710	6142 - GROUP HEALTH INSURANCE					47,588.00
0011710	6143 - WORKERS' COMPENSATION					810.00
0011710	6145 - UNEMPLOYMENT COMPENSATION					1,242.00
0011710	6146 - RETIREMENT					31,760.00
0011710	6148 - LONGEVITY PAY					2,209.00
0011710	6152 - ACCRUED LEAVE PAY					6,060.00
0011710	6204 - TRAVEL					2,750.00 *
	The Library Corporation (TLC)		1.00	1,450.00		1,450.00
	Software Annual User Conference					
	for Librarian - November 4-7,					
	2018 - St Louis, MO					
	Texas Library Association		1.00	1,300.00		1,300.00
	Conference for Youth Librarian					
	- April 15-18, 2019 - Austin,					
	TX					
0011710	6206 - TRAINING					4,100.00 *
	Various Workshops for Library		1.00	100.00		100.00
	Director (State Mandated)					
	Various Workshops for Circ/Tech		1.00	100.00		100.00
	Librarian (Professional					
	Development)					
	Various Workshops for Youth		1.00	100.00		100.00
	Librarian (Professional					
	Development)					
	Various Workshops for Adult		1.00	100.00		100.00
	Librarian (Professional					
	Development)					
	Various Workshops for Other		1.00	100.00		100.00

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PROJECTION: 20191 FY 2019 Operating Budget

**ACCOUNTS FOR:
 GENERAL FUND**

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
Staff (Professional Development)					
Public Library Association Conference for Library Director (Certification Required) and Librarian - (held every 2 years) - February 25-29, 2020 - Nashville, TN or Texas Library Association (TLA) - April 15-18, 2019 - Austin, TX		2.00	1,800.00		3,600.00
0011710 6207 - PRE-EMPLOYMENT					245.00
0011710 6209 - DUES & SUBSCRIPTIONS					1,498.00 *
Texas Library Association Membership for Library Director		1.00	175.00		175.00
PLANT Dues for Library Director		1.00	35.00		35.00
American Library Association Membership for Adult Services Librarian		1.00	213.00		213.00
Texas Library Association Membership for Adult Services Librarian		1.00	149.00		149.00
American Library Association Membership for Circ/Computer Librarian		1.00	140.00		140.00
Texas Library Association Membership for Circ/Computer Librarian		1.00	149.00		149.00
American Library Association Membership for Youth Services Librarian		1.00	140.00		140.00
Texas Library Association Membership for Youth Services Librarian		1.00	149.00		149.00
American Library Association Membership for Library Director		1.00	213.00		213.00
Sams Club/Costco Memberships		1.00	135.00		135.00

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0011710 6226 - MISC. CONTRACTUAL SERVICES					32,065.00 *
3-M 895 RFID Staff Workstation (Upgraded 1/2012) Service Agreement (11/1/2018 - 10/31/2019)		4.00	429.00		1,716.00
3-M 7410F SelfCheck (Upgraded V to R 2/12) Service Agreement (11/1/2018 - 10/31/2019)		4.00	2,204.00		8,816.00
3-M 2820 AMH Induction (Indoor Return) Service Agreement (11/1/2018 - 10/31/2019)		1.00	4,281.00		4,281.00
3-M 2840 SL AMH Sortation (Indoor Return) Service Agreement (11/1/2018 - 10/31/2019)		1.00	1,130.00		1,130.00
3-M 9102DM Detection System (Upgraded 2/12) Service Agreement (11/1/2018 - 10/31/2019)		1.00	1,551.00		1,551.00
Vision Database ID System Service Agreement (1/01/2019 - 12/31/2019)		1.00	2,565.00		2,565.00
Coin Copiers - (2) Readers (\$125 ea) Service Agreement (10/16/2018 - 10/15/2019)		1.00	250.00		250.00
Coin Copiers - (1) Reader for copier Service Agreement (10/16/2018 - 10/15/2019)		1.00	110.00		110.00
Coin Copiers - Dispensor/Encoder Service Agreement (10/16/2018 - 10/15/2019)		1.00	490.00		490.00
DiscChek for DVDs/CDs Service Agreement		1.00	325.00		325.00
Movie Licensing USA For Library Programs to Show Movies (4/4/19 - 4/3/20)		1.00	491.00		491.00
Motion Picture Licensing Corporation (MPLC) For Library Programs to Show Movies		1.00	203.00		203.00

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
(5/1/19 - 4/30/20)		1.00	425.00		425.00
Volunteer Squared Software Licensing For Library Volunteer Scheduling (5/22/19 - 5/21/20) (250 volunteers)		1.00	920.00		920.00
Event Keeper Standard/EK Rooms Software Library Online Event Calendar/Meeting Room Scheduler 9/10/19 - 9/9/20		1.00	250.00		250.00
Reciprocal Borrowing Payments For Lost Materials from Other Libraries		1.00	2,837.00		2,837.00
Trans-Amigos Express Courier service offering low-cost, rapid pickup and delivery of ILL items among participating libraries - 2 days a week - to offset postage for mailing materials (Renew 10/01/19) (This item is pending partial State funding)		1.00	1,130.00		1,130.00
3-M 2840 SL AMH Sortation (Outdoor Return) Service Agreement (11/1/18 - 10/31/19)					
Service Agreement (07/28/2011 - 7/27/2016) (Paid 5 years) expired 7/27/16		1.00	4,575.00		4,575.00
3-M 2822 AMH Induction (Outdoor Return) Service Agreement (11/1/18 - 10/31/19)					
Service Agreement (07/28/2011 - 7/27/2016) (Paid 5 Years) expired 7/27/2016					
0011710 6246 - OFFICE EQUIP & MAINTENANCE		1.00	615.00		615.00 *
Laminator Maintenance Agreement (5/2/19-5/1/20)					615.00

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ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0011710 6265 - LIBRARY PROGRAMS		1.00	46,300.00		46,300.00 *
Special Events / Program Costs: Music License Fees, Movie events, and Concerts in The Village					
0011710 6301 - OFFICE SUPPLIES					2,500.00
0011710 6302 - POSTAGE		2.00	60.00		120.00 *
FedEx/Overnight 2 X \$60.00 each					120.00
0011710 6303 - OPERATING SUPPLIES		1.00	900.00		6,675.00 *
Miscellaneous Supplies		4.00	43.00		900.00
Laminator film 4 rolls X \$43.00 each		1.00	1,000.00		172.00
Program Supplies - Volunteer Appreciation		1.00	526.00		1,000.00
DiscCheck Eco-Junior Cleaning Supplies- Cleaning pads, cleaning solution, etc.		1.00	526.00		526.00
Patron Cards 3,060 Est. \$0.50 each		3,060.00	.50		1,530.00
Coin Copier Cards 300 X \$.60 each		300.00	.60		180.00
Evolis Primacy Library Card Printer- Cleaning Supplies: Regular Cleaning Kits Advanced Cleaning Kits		1.00	90.00		90.00
Evolis Primacy Library Card Printer- YMCKOK 3,060 Cards (17 ribbons @\$58 each)		17.00	58.00		986.00
Epson Receipt Printer - M188B (1) Drive-Up Window		1.00	34.00		34.00
Receipt Paper - 50 rolls/box (1 box @ \$34 each)		4.00	59.00		236.00
Epson Receipt Printers M253A (3) Circ & Lead Desks					

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ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
Thermal Receipt Paper - 50 rolls/case (4 cases @ \$59 each)		1.00	136.00		136.00
3-M Drive Up Automated Check In- 6" Roll \$34 roll/case of 4 - 1 case @ \$136 each		1.00	136.00		136.00
3-M Indoor Automated Check In 6" Roll \$34 roll/case of 4 - 1 case@ \$136 each		2.00	111.00		222.00
3M Self Check-ins - 2 Receipt Printers - Receipt Paper 5"roll/24 rolls per case (2 boxes@ \$111 each)		3.00	111.00		333.00
3-M Self Checkouts - 4 printers - Receipt Paper 5"roll/24 rolls per case (3 cases @ \$111. each)		2.00	60.00		120.00
Brother HL-L2360DW - Cataloging Label Printer- TN-360 (2 @\$60 each) Staples		1.00	74.00		74.00
Brother Intellifax 4100e- TN-430 (1@ \$74 each) Staples					
0011710 6308 - PRINTING		1.00	350.00		500.00 *
Signs/Bookmarks/Name Badges/Business Cards		1.00	50.00		50.00
Library Letterhead		1.00	50.00		50.00
Library Envelopes		1.00	50.00		50.00
Mailing Labels					
TOTAL LIBRARY					550,962.00

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

0011810	ENG PROF SVCS		VENDOR	QUANTITY	UNIT COST	2019	Proposed
0011810	6101 - SALARIES						244,634.00
0011810	6105 - SALARY SAVINGS						-5,158.00
0011810	6139 - OVERTIME						7,134.00
0011810	6141 - FICA EXPENSE						19,248.00
0011810	6142 - GROUP HEALTH INSURANCE						32,717.00
0011810	6143 - WORKERS' COMPENSATION						734.00
0011810	6145 - UNEMPLOYMENT COMPENSATION						569.00
0011810	6146 - RETIREMENT						22,675.00
0011810	6148 - LONGEVITY PAY						50.00
0011810	6204 - TRAVEL						2,500.00 *
				1.00	2,500.00		2,500.00
	Construction Management Misc Training						
0011810	6206 - TRAINING						8,490.00 *
				1.00	2,400.00		2,400.00
	American Public Works Association (APWA) Conference (PW Director)			2.00	500.00		1,000.00
	Certified Floodplain Manager (CFM) Training (City Engineer and Development Engineer)			2.00	1,250.00		2,500.00
	Texas Floodplain Management Association (TFMA) State Conference (Public Works Director and Development Engineer)			1.00	1,500.00		1,500.00
	Texas Society of Professional Engineers (TSPE (City Engineer)			1.00	290.00		290.00
	Texas Water Laws and Regulations (City Engineer)			1.00	400.00		400.00
	Texas Public Works Association (TPWA) Local Training Functions (Engineering Staff)			1.00	400.00		400.00
	Water and Sewer License Renewal						

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2019	Proposed
Courses (Construction Manager)						
0011810	6209 - DUES & SUBSCRIPTIONS					4,189.00 *
	P.E. License Renewal (PW Director, City Engineer, Development Engineer)		3.00	40.00		120.00
	American Public Works Association (APWA) (PW Director, City Engineer, Development Engineer, Construction Manager)		4.00	203.00		812.00
	Texas Floodplain Managers' Association (TFMA) (PW Director, City Engineer, Development Engineer)		3.00	90.00		270.00
	Regional Public Works Program (1/2 Cost)		1.00	2,363.00		2,363.00
	Texas Society of Professional Engineers (TSPE) (Public Works Director and City Engineer)		2.00	312.00		624.00
0011810	6223 - ENGINEERING SERVICES					27,805.00 *
	Miscellaneous Engineering Services Contracts		1.00	27,805.00		27,805.00
0011810	6225 - COMPUTER SERVICES					3,200.00 *
	Autocad		1.00	700.00		700.00
	StreetSaver		1.00	2,500.00		2,500.00
0011810	6226 - MISC. CONTRACTUAL SERVICES					61,635.00 *
	Networkfleet GPS Monitoring		1.00	935.00		935.00
	Construction Materials Testing		1.00	50,000.00		50,000.00
	Tree Trimming and Irrigation Contract to have professionals address tree trimming or irrigation needs related to Public Works projects		1.00	10,700.00		10,700.00

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PROJECTION: 20191 FY 2019 Operating Budget

**ACCOUNTS FOR:
 GENERAL FUND**

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0011810 6231 - LEGAL ADVERTISING					250.00
0011810 6235 - FILING FEE					500.00
0011810 6261 - VEHICLE MAINTENANCE					2,250.00 *
Vehicles 335, 718, 719, 728		1.00	2,250.00		2,250.00
0011810 6262 - GAS AND OIL					6,300.00
0011810 6301 - OFFICE SUPPLIES					1,250.00
0011810 6303 - OPERATING SUPPLIES					750.00
0011810 6305 - UNIFORMS					750.00 *
Shirts (Engineering Staff)		1.00	500.00		500.00
Uniforms (Construction Mgmt)		1.00	250.00		250.00
0011810 6308 - PRINTING					380.00
0011810 6313 - SMALL TOOLS					1,150.00 *
Small tools for engineering and Construction Management Staff		1.00	1,150.00		1,150.00
0011810 6326 - SAFETY EQUIPMENT/SUPPLIES					450.00
0011810 6327 - MOSQUITO CONTROL					25,000.00 *
Mosquito Spraying Contract		1.00	25,000.00		25,000.00
TOTAL ENG PROF SVCS					469,452.00

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

0011910	COMM DEV P&Z	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0011910	6101 - SALARIES					293,885.00
0011910	6105 - SALARY SAVINGS					-5,992.00
0011910	6141 - FICA EXPENSE					22,921.00
0011910	6142 - GROUP HEALTH INSURANCE					47,588.00
0011910	6143 - WORKERS' COMPENSATION					1,582.00
0011910	6145 - UNEMPLOYMENT COMPENSATION					828.00
0011910	6146 - RETIREMENT					26,981.00
0011910	6148 - LONGEVITY PAY					480.00
0011910	6204 - TRAVEL					2,000.00 *
	General training funds for staff and the Planning and Zoning Commission		1.00	2,000.00		2,000.00
0011910	6206 - TRAINING					4,000.00 *
	Texas APA Conference (Director)		1.00	1,000.00		1,000.00
	Training (Urban Forester), Texas APA Conference (Principal Planner)		1.00	3,000.00		3,000.00
0011910	6209 - DUES & SUBSCRIPTIONS					1,400.00 *
	American Institute of Certified Planners - CD Director & Principal Planner		2.00	500.00		1,000.00
	Urban Forester Dues		1.00	400.00		400.00
0011910	6231 - LEGAL ADVERTISING					1,200.00 *
	Zoning Legal Notices - Newspaper ads for zoning changes as required by Texas state law - 12 months X \$167 per month, avg.		1.00	1,200.00		1,200.00

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0011910 6235 - FILING FEE					690.00 *
County Plat Filing Fees - 10 plats @ \$69.00		1.00	690.00		690.00
0011910 6282 - COMMISSION EXPENSES					1,500.00 *
Dias name plates & Badges - For new Commissioners and Board Members (4 X \$50.00)		1.00	200.00		200.00
Meals for Planning and Zoning meetings & workshops		1.00	1,300.00		1,300.00
0011910 6301 - OFFICE SUPPLIES					425.00 *
Folders for case files		5.00	40.00		200.00
General Office Supplies		1.00	225.00		225.00
0011910 6303 - OPERATING SUPPLIES					1,014.00 *
Blue Print Paper - 2 packages @ \$57.00		1.00	114.00		114.00
XEROX supplies - Copy/Fax paper		1.00	400.00		400.00
Verizon Wireless monthly service for wifi card used by Urban Forester Previously paid by IT, now paid by Comm Dev department		1.00	500.00		500.00
0011910 6305 - UNIFORMS					300.00 *
For field employees to wear logo shirts in the field		1.00	300.00		300.00
0011910 6308 - PRINTING					1,375.00 *
Stationery - Letterhead - 4500		1.00	100.00		100.00
Stationery - Envelopes - 4500		1.00	200.00		200.00
Misc. Printing - Business cards (500) for 2 staff		1.00	75.00		75.00
		1.00	1,000.00		1,000.00

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

Signs for Zoning Changes

VENDOR	QUANTITY	UNIT COST	2019	Proposed
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TOTAL COMM DEV P&Z

402,177.00

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PROJECTION: 20191 FY 2019 Operating Budget
ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2019	Proposed
0012210	FIRE ADMINISTRATION					
0012210	6101 - SALARIES					157,754.00
0012210	6105 - SALARY SAVINGS					-3,982.00
0012210	6139 - OVERTIME					564.00
0012210	6141 - FICA EXPENSE					10,196.00
0012210	6142 - GROUP HEALTH INSURANCE					11,897.00
0012210	6143 - WORKERS' COMPENSATION					5,997.00
0012210	6145 - UNEMPLOYMENT COMPENSATION					311.00
0012210	6146 - RETIREMENT					17,931.00
0012210	6147 - INCENTIVE PAY					900.00
0012210	6148 - LONGEVITY PAY					480.00
0012210	6152 - ACCRUED LEAVE PAY					39,422.00
0012210	6204 - TRAVEL					3,000.00 *
	Emergency Management Conference		1.00	900.00		900.00
	INTERNATIONAL FIRE CHIEFS ASSOCIATION CONFERENCE PROFESSIONAL DEVELOPMENT		1.00	1,500.00		1,500.00
	DISCRETIONARY CONFERENCES & SEMINARS PROFESSIONAL DEVELOPMENT		1.00	600.00		600.00
0012210	6206 - TRAINING					260.00 *
	LIVE FIRE TRAINING, Fire Chief, 8 Hours		1.00	60.00		60.00
	IN-HOUSE TRAINING, Props & Supplies		1.00	100.00		100.00
	BOOKS & TRAINING MANUALS/SOFTWARE - Fire Chief		1.00	100.00		100.00

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0012210 6209 - DUES & SUBSCRIPTIONS					5,125.00 *
Texas Fire Chiefs Assoc Dues (Chief)		1.00	150.00		150.00
Tarrant County Fire Chiefs Assoc Dues (Chief)		1.00	130.00		130.00
NCTCOG Regional Emergency Management Planning Program		1.00	3,250.00		3,250.00
Emergency Management Assoc of TX Dues (Emergency Management Coordinator)		1.00	100.00		100.00
INTERNATIONAL ASSOCIATION OF FIRE CHIEFS DUES (Chief)		1.00	295.00		295.00
Best practices annual fee		1.00	1,200.00		1,200.00
0012210 6226 - MISC. CONTRACTUAL SERVICES					5,000.00 *
CODE RED SYSTEM - ANNUAL RENEWAL FEE		1.00	5,000.00		5,000.00
0012210 6287 - PROPERTY MAINTENANCE					300.00 *
LAWN MAINTENANCE SUPPLIES		1.00	300.00		300.00
0012210 6297 - VACCINATIONS					445.00 *
PHYSICAL - ANNUAL for Fire Chief		1.00	400.00		400.00
TB TESTING - Fire Chief		1.00	45.00		45.00
0012210 6301 - OFFICE SUPPLIES					700.00
0012210 6302 - POSTAGE					414.00 *
MAILING & SHIPPING		1.00	414.00		414.00

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0012210 6303 - OPERATING SUPPLIES					2,380.00 *
		1.00	250.00		250.00
COPY PAPER					
ANNUAL FLAG PURCHASE - 4'X6' 31		1.00	2,130.00		2,130.00
U.S. @ \$20.60 31 TX @					
\$27.95 31 CITY @ \$20.18					
0012210 6305 - UNIFORMS					975.00 *
Administrative Uniforms		1.00	975.00		975.00
0012210 6308 - PRINTING					350.00 *
STATIONARY & ENVELOPES		1.00	100.00		100.00
EMS REPORTS		1.00	150.00		150.00
BUSINESS CARDS		1.00	100.00		100.00
0012210 6310 - EMERGENCY MANAGEMENT SUPPLIES					5,208.00 *
OUTDOOR WARNING SYSTEM		1.00	4,128.00		4,128.00
MAINTENANCE PROGRAM					
SEVERE WEATHER NOTIFICATION		1.00	180.00		180.00
PROGRAM					
Replacement batteries for		3.00	300.00		900.00
outdoor warning siren system.					
0012210 6314 - BUILDING SUPPLIES					7,540.00 *
JANITORIAL SUPPLIES - 3		1.00	7,540.00		7,540.00
STATIONS					

TOTAL FIRE ADMINISTRATION

273,167.00

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ACCOUNTS FOR:
GENERAL FUND

0012220	FIRE EMS OPERATIONS	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0012220	6101 - SALARIES					372,849.00
0012220	6105 - SALARY SAVINGS					-8,446.00
0012220	6139 - OVERTIME					21,150.00
0012220	6141 - FICA EXPENSE					32,309.00
0012220	6142 - GROUP HEALTH INSURANCE					71,382.00
0012220	6143 - WORKERS' COMPENSATION					14,145.00
0012220	6145 - UNEMPLOYMENT COMPENSATION					1,242.00
0012220	6146 - RETIREMENT					38,031.00
0012220	6147 - INCENTIVE PAY					2,100.00
0012220	6148 - LONGEVITY PAY					3,320.00
0012220	6149 - HOLIDAY PAY					17,580.00
0012220	6152 - ACCRUED LEAVE PAY					5,323.00
0012220	6206 - TRAINING					1,960.00 *
	Live fire training- Tarrant County College		6.00	60.00		360.00
	EMS training props and supplies		1.00	350.00		350.00
	EMS books, training manuals, and software		1.00	450.00		450.00
	ND- Defensive Driving class		1.00	800.00		800.00
0012220	6209 - DUES & SUBSCRIPTIONS					2,263.00 *
	Texas Department of State Health Services certified paramedic renewal		7.00	96.00		672.00
	Texas Department of State Health Services licensed paramedic renewal		1.00	126.00		126.00
	Texas Department of State Health Services EMS instructor certification renewal		7.00	35.00		245.00
			1.00	150.00		150.00

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**ACCOUNTS FOR:
GENERAL FUND**

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
CLIA certification		1.00	870.00		870.00
TXDSHS Ambulance License (due in alternate years)		1.00	200.00		200.00
North Central Texas Trauma Regional Council					
0012220 6226 - MISC. CONTRACTUAL SERVICES					43,165.00 *
Physio Control contract for all Lifepack maintenance citywide		1.00	18,365.00		18,365.00
MEDICAL CONTROL CONTRACT		1.00	24,000.00		24,000.00
DRUG DESTRUCTION CONTRACT		1.00	500.00		500.00
Modem for Lifepack allowing required use of the Lifenet system.		1.00	300.00		300.00
0012220 6240 - CELL PHONES					504.00 *
Monthly cell phone for the ambulance to call in reports to various emergency rooms		12.00	42.00		504.00
0012220 6261 - VEHICLE MAINTENANCE					12,600.00 *
Annual maintenance for unit # 409 2008 Frazer ambulance (Reserve)		1.00	4,200.00		4,200.00
Annual maintenance for unit # 410 2013 Frazer ambulance		1.00	4,200.00		4,200.00
Annual maintenance for unit # ? 2018 Road Rescue ambulance		1.00	4,200.00		4,200.00
0012220 6262 - GAS AND OIL					8,000.00

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ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0012220 6284 - EQUIPMENT MAINTENANCE					3,500.00 *
	Stryker Cot	2.00	1,000.00		2,000.00
	MISC. MEDICAL EQUIPMENT	1.00	1,500.00		1,500.00
0012220 6297 - VACCINATIONS					1,605.00 *
	TB TESTING	3.00	45.00		135.00
	ANNUAL PHYSICALS	3.00	490.00		1,470.00
0012220 6303 - OPERATING SUPPLIES					760.00 *
	Batteries for radios, flashlights, etc.	1.00	300.00		300.00
	Vehicle mounts for iPads	2.00	80.00		160.00
	COPY PAPER	1.00	300.00		300.00
0012220 6305 - UNIFORMS					2,700.00 *
		6.00	450.00		2,700.00
0012220 6311 - EMERGENCY MEDICAL SUPPLIES					42,240.00 *
	EMS medical supplies	1.00	42,240.00		42,240.00
0012220 6326 - SAFETY EQUIPMENT/SUPPLIES					400.00 *
	Safety Vests	1.00	400.00		400.00
0012220 6360 - MINOR OPERATING OUTLAY					9,000.00 *
	AED REPLACEMENT PROGRAM	3.00	3,000.00		9,000.00
TOTAL FIRE EMS OPERATIONS					699,682.00

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

0012230	FIRE OPERATIONS	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0012230	6101 - SALARIES					2,630,874.00
0012230	6105 - SALARY SAVINGS					-56,497.00
0012230	6139 - OVERTIME					200,000.00
0012230	6141 - FICA EXPENSE					232,216.00
0012230	6142 - GROUP HEALTH INSURANCE					392,602.00
0012230	6143 - WORKERS' COMPENSATION					51,422.00
0012230	6145 - UNEMPLOYMENT COMPENSATION					6,831.00
0012230	6146 - RETIREMENT					281,118.00
0012230	6147 - INCENTIVE PAY					21,300.00
0012230	6148 - LONGEVITY PAY					32,958.00
0012230	6149 - HOLIDAY PAY					96,970.00
0012230	6152 - ACCRUED LEAVE PAY					139,697.00
0012230	6206 - TRAINING					23,320.00 *
	LIVE FIRE TRAINING - 8 hours each		33.00	60.00		1,980.00
	Fire training props and supplies		1.00	1,000.00		1,000.00
	TCFP CERTIFICATION COURSES		1.00	3,050.00		3,050.00
	TECHNICAL TRAINING		1.00	2,950.00		2,950.00
	OFFICER DEVELOPMENT		2.00	1,000.00		2,000.00
	BOOKS & TRAINING MANUALS/SOFTWARE		1.00	1,300.00		1,300.00
	Fire Department Instructors Conference (FDIC)		4.00	1,560.00		6,240.00
	Reallocate money from tuition reimbursement.					
	Fire training field monthly use contract		1.00	800.00		800.00
	This contract will provide 4 hours per month of drill					

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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
field training.					
Paramedic certification reimbursement		2.00	2,000.00		4,000.00
0012230 6209 - DUES & SUBSCRIPTIONS					23,874.00 *
Texas Commission on Fire Protection (TCFP) ANNUAL DEPARTMENT RECERTIFICATIONS		40.00	85.00		3,400.00
NORTHEAST FIRE DEPARTMENT ASSOCIATION (NEFDA) ANNUAL DUES- Operational		1.00	6,555.00		6,555.00
DEPARTMENT TX FIRE COMMISSION CERTIFICATION UPGRADES		28.00	85.00		2,380.00
FIRE INSTRUCTORS ASSOCIATION OF NORTH TEXAS (FIANT)		1.00	140.00		140.00
NORTHEAST FIRE DEPARTMENT ASSOCIATION (NEFDA) Capital Replacement Dues		1.00	11,399.00		11,399.00
0012230 6226 - MISC. CONTRACTUAL SERVICES					12,151.00 *
Air Sample and Maintenance on 3 Compressors		1.00	4,300.00		4,300.00
Farrwest 5 Gas monitors.		1.00	5,400.00		5,400.00
Bunker gear extractor maintenance		1.00	750.00		750.00
Ice maker cleaning and maintenance		.00	.00		.00
Digital Television Adaptors		27.00	63.00		1,701.00
0012230 6232 - FIRE EQUIPMENT TESTING					7,510.00 *
SCBA cylinders - Hydrostatic testing annually		1.00	2,000.00		2,000.00
SCBA - annual flow testing		1.00	1,210.00		1,210.00
Ladders - Annual ground and aerial ladder testing		1.00	2,700.00		2,700.00

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
Apparatus pump testing		4.00	400.00		1,600.00
0012230 6261 - VEHICLE MAINTENANCE					104,500.00 *
Annual maintenance for unit # 406 2005 Ford Excursion		1.00	3,000.00		3,000.00
Annual maintenance for unit # 407 2006 Pierce engine		1.00	22,000.00		22,000.00
Annual maintenance for unit #418 1995 Freightliner CFAAA rehab unit		1.00	2,000.00		2,000.00
Annual maintenance for unit # 420 2006 F-550 Haz-Mat response truck		1.00	5,000.00		5,000.00
Annual maintenance for unit # 421 2003 Haz-Mat response trailer		1.00	1,000.00		1,000.00
Annual maintenance for unit # 422 2010 Pierce 95' Platform		1.00	22,500.00		22,500.00
Annual maintenance for unit # 423 2010 Pierce 105' Rear Mount Ladder Truck		1.00	22,500.00		22,500.00
Annual maintenance for 2016 Pierce fire engine		1.00	22,000.00		22,000.00
Annual maintenance for 2013 Chevrolet Suburban Command Vehicle		1.00	4,500.00		4,500.00
0012230 6262 - GAS AND OIL					30,000.00
0012230 6284 - EQUIPMENT MAINTENANCE					20,000.00 *
Break/fix funding to cover: exercise equipment, grills, flashlights, thermal imaging cameras, breathing air compressors, SCBA air packs and bottles, saws, rescue tools, generators, etc.		1.00	20,000.00		20,000.00

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CITY OF COLLEYVILLE
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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0012230 6297 - VACCINATIONS					10,165.00 *
TB testing		16.00	45.00		720.00
Annual Physicals		16.00	490.00		7,840.00
Physicals and vaccinations for new hires		3.00	535.00		1,605.00
0012230 6303 - OPERATING SUPPLIES					8,330.00 *
Batteries (9V, AA, AAA, C, D, 800 Radio)		1.00	630.00		630.00
*For Daily Work - Flashlights, Pulse Oximeter, Thermometer.					
Tarps/ Salvage Covers *To cover exposed areas at fires.		25.00	40.00		1,000.00
Fire Hose/ Nozzles / Adapters *Annual Replacement Program cost increase in hose over the last 3 years.		1.00	6,000.00		6,000.00
Copy Paper		1.00	600.00		600.00
Shop Towels for daily work, cleaning vehicles		1.00	100.00		100.00
0012230 6304 - CHEMICALS					2,700.00 *
Fire Extinguisher Recharging *Anually recharging of expired extinguishers or after an extinguisher has been discharged.		1.00	1,250.00		1,250.00
Biodegradable Emulsifier		1.00	150.00		150.00
Flammable Liquid Dispersement		1.00	1,000.00		1,000.00
Class A & A-FFF Foam for Flammable Liquid Fires		1.00	300.00		300.00
Haz Mat Absorbent for Chemical Spills					

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0012230 6305 - UNIFORMS		33.00	450.00		14,850.00 *
Nomex pants, shirts, t-shirts, and boots					14,850.00
0012230 6313 - SMALL TOOLS		1.00	1,000.00		1,350.00 *
Hand Tools, Shovels, Axes, Picks		4.00	50.00		200.00
Hydrant Wrenches, Hydrant Maintenance		1.00	150.00		150.00
Brushes, Brooms, and Wire					
0012230 6326 - SAFETY EQUIPMENT/SUPPLIES		1.00	150.00		450.00 *
Traffic Cones, Caution Tape, etc. to protect citizens from dangerous areas		1.00	300.00		300.00
Incident Command Supplies to aid on-scene command such as accountability tags, dry erase boards and supplies to assign activities/locations					
0012230 6331 - GEAR (PROTECTIVE)		11.00	1,242.00		44,716.00 *
Bunker Coats		11.00	764.00		8,404.00
Bunker Pants		11.00	315.00		3,465.00
Firefighter Bunker Boots		35.00	72.00		2,520.00
Firefighter Bunker Gloves		35.00	45.00		1,575.00
Firefighter Hoods		10.00	325.00		3,250.00
Fire Helmets		16.00	48.00		768.00
Repair Bunker Gear Patches		1.00	3,119.00		3,119.00
Protective Markings (Replacing reflective trim)		35.00	46.00		1,610.00
Replacement Bunker Gear Suspenders		1.00	305.00		305.00
Bunker Gear Cleaning Soap					

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PROJECTION: 20191 FY 2019 Operating Budget
ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
* Special detergent used in Extractor		41.00	103.00		4,223.00
National Fire Protection Agency Inspections (Mandated Annual Bunker Gear Inspections)		9.00	50.00		450.00
Fire Helmet Shields (Shields must be purchased seperately when a fire helmet is replaced)		13.00	105.00		1,365.00
Durable LED flashlight. Helmet mounted with forward facing LED flashlight with rearfacing searchlight.					
0012230 6360 - MINOR OPERATING OUTLAY		7.00	780.00		12,821.00 *
SCBA Bottle Replacement: Scott 4.5 Self Contained Breathing Apparatus Bottles		10.00	350.00		5,460.00
Self Contained Breathing Apparatus (SCBA) Mask		10.00	216.00		3,500.00
Epic Communicator		1.00	1.00		2,160.00
Replacement physical fitness equipment		1.00	600.00		1.00
Chainsaw for Fire Apparatus		1.00	1,100.00		600.00
Cutoff saw					1,100.00
0012230 6809 - TRANSFER TO CABLE/CAP EQUIP		3.00	8,902.00		26,706.00 *
Cost to purchase a complete airpack.					26,706.00
TOTAL FIRE OPERATIONS					4,372,934.00

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

0012240 FIRE PREV/INVESTIGATIONS	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0012240 6101 - SALARIES					108,294.00
0012240 6105 - SALARY SAVINGS					-3,514.00
0012240 6139 - OVERTIME					1,500.00
0012240 6141 - FICA EXPENSE					13,443.00
0012240 6142 - GROUP HEALTH INSURANCE					11,897.00
0012240 6143 - WORKERS' COMPENSATION					2,894.00
0012240 6145 - UNEMPLOYMENT COMPENSATION					207.00
0012240 6146 - RETIREMENT					15,824.00
0012240 6147 - INCENTIVE PAY					2,400.00
0012240 6148 - LONGEVITY PAY					2,000.00
0012240 6152 - ACCRUED LEAVE PAY					61,527.00
0012240 6206 - TRAINING					3,560.00 *
Texas Fire Marshals Conferance in Austin Texas Provides continuing Education hours for TCLEOSE and Fire Commission requirements. The price includes hotel registration, per diem, and conference registration. Training hours required.		2.00	750.00		1,500.00
Texas TEEX Arson Conferance. This conferance provides continuing Education hours for TCLEOSE and Fire Commission mandated training. The price includes conferance registration, per diem, and hotel for two personnel. required training hrs		2.00	750.00		1,500.00
Building Professional Institute Training This is a group of courses offered at UTA. The courses		1.00	500.00		500.00

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
will provide Continuing Education Hours mandated by the Fire Commission.					
Live Fire Training		1.00	60.00		60.00
0012240 6209 - DUES & SUBSCRIPTIONS					
Tarrant County Arson Investigator Association Dues for four Investigators. This includes being able to call an investigation trailer for any fire investigation needing evidence collection. This also includes assistance if needed.		1.00	85.00		1,415.00 *
					85.00
National Fire Protection Association (NFPA) Subscription Service Dues. This gives online access to all NFPA codes applicable to national fire codes.		1.00	1,000.00		1,000.00
Texas Commission on Law Enforcement Data Distribution System (TCLEDDS) Dues payable to the Productivity Center This allows entering and tracking of all TCLEOSE hours of all Fire Investigators.		1.00	145.00		145.00
Texas Commission on Fire Protection Annual Re-certification		1.00	85.00		85.00
International Association of Arson Investigators annual membership.		1.00	100.00		100.00
0012240 6261 - VEHICLE MAINTENANCE					
Annual maintenance for unit # 408 2006 Ford Expedition		1.00	3,000.00		3,000.00 *
					3,000.00

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PROJECTION: 20191 FY 2019 Operating Budget
ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0012240 6262 - GAS AND OIL		1.00	1,650.00		1,650.00 *
Gas and oil					
0012240 6303 - OPERATING SUPPLIES		1.00	100.00		2,138.00 *
Copy Paper		1.00	150.00		100.00
Batteries for camera, flashlight, Radio		1.00	888.00		150.00
Fire Investigation Tools/locks/chains/ fireline tape		1.00	1,000.00		888.00
Ammunition for Fire Investigator Qualification					1,000.00
0012240 6305 - UNIFORMS		1.00	975.00		975.00 *
Nomex pants, shirts, T-shirts and boots					975.00
0012240 6306 - FIRE PREVENTION		1.00	1,800.00		3,800.00 *
Kids Camp: T-Shirts, water bottles, fire prevention materials, hand outs, helmets stickers, and supplies		1.00	2,000.00		1,800.00
Citizen Fire Academy (CFA) Program: printing, training supplies, t-shirts, certificates, etc.					2,000.00
TOTAL FIRE PREV/INVESTIGATIONS					233,010.00

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

0012310	POLICE ADMINISTRATION	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0012310	6101 - SALARIES					581,473.00
0012310	6102 - TEMPORARY HELP					52,103.00
0012310	6105 - SALARY SAVINGS					-13,575.00
0012310	6139 - OVERTIME					980.00
0012310	6141 - FICA EXPENSE					46,226.00
0012310	6142 - GROUP HEALTH INSURANCE					83,279.00
0012310	6143 - WORKERS' COMPENSATION					10,943.00
0012310	6145 - UNEMPLOYMENT COMPENSATION					1,449.00
0012310	6146 - RETIREMENT					56,431.00
0012310	6147 - INCENTIVE PAY					5,400.00
0012310	6148 - LONGEVITY PAY					4,955.00
0012310	6152 - ACCRUED LEAVE PAY					33,797.00
0012310	6204 - TRAVEL					4,000.00 *
	International Association of Chiefs of Police (IACP) Conference		2.00	2,000.00		4,000.00
	Chief of Police's State required training at Sam Houston State University		1.00	.00		.00
	Texas Police Chiefs Association (TPCA) Annual Conference		1.00	.00		.00
	Texas Association of Property and Evidence Inventory Technicians (TAPEIT) Conference		.00	.00		.00
	Annual Mandatory CALEA (Commission on Accreditation for Law Enforcement Agencies) Conference.		.00	.00		.00
	Required training / travel for CALEA accreditation manager.					

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

0012310 6206 - TRAINING

VENDOR	QUANTITY	UNIT COST	2019	Proposed
	1.00	2,375.00		5,900.00 *
Required Texas Commission on Law Enforcement (TCOLE) training for Administrative Personnel				2,375.00
Texas Association of Property and Evidence Inventory Technicians (TAPEIT) Conference / Travel	1.00	1,075.00		1,075.00
Property Technician will obtain Advanced Property Room Certification in FY19. Must attend to obtain advanced certification.				
Annual Mandatory CALEA (Commission on Accreditation for Law Enforcement Agencies) Conference	1.00	1,500.00		1,500.00
Required training / travel for CALEA accreditation manager. Travel is out of state.				
Chief of Police Sam Houston Training	1.00	450.00		450.00
State mandated training for Chiefs				
Texas Police Chiefs Association Annual Conference (TPCA)	1.00	500.00		500.00
0012310 6207 - PRE-EMPLOYMENT				3,222.00 *
Psychological exams for new hires	6.00	152.00		912.00
Polygraph exams for new hires	6.00	152.00		912.00
Medical Exams for new hires	6.00	233.00		1,398.00

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ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0012310 6209 - DUES & SUBSCRIPTIONS					3,150.00 *
International Association of Chiefs of Police Dues for Chief and Asst. Chief		2.00	150.00		300.00
Texas Police Chiefs Association - Chief and Asst. Chief		2.00	212.50		425.00
North Texas Police Chiefs Association Chief and Asst. Chief		2.00	15.00		30.00
Texas Law Enforcement Records Association		1.00	40.00		40.00
Police Executive Research Forum		1.00	300.00		300.00
Texas Police Chief Association Foundation Recognition Program		1.00	1,200.00		1,200.00
Texas Best Practices Accreditation					
Texas Commission on Law Enforcement Data Distribution System (TECLEDDS) Annual Subscription (required for access to TECLEOSE records)		1.00	705.00		705.00
North Texas Crime Commission Dues		1.00	50.00		50.00
Dues for Institute for Law Enforcement Administration (ILEA)		1.00	100.00		100.00
0012310 6261 - VEHICLE MAINTENANCE					700.00 *
Vehicle maintenance for 3 vehicles		1.00	700.00		700.00
0012310 6262 - GAS AND OIL					5,456.00

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0012310 6301 - OFFICE SUPPLIES					4,795.00
0012310 6303 - OPERATING SUPPLIES					670.00
0012310 6308 - PRINTING					715.00
0012310 6321 - FIRE ARMS SUPPLIES					12,554.00 *
Ammunition for the entire department		1.00	12,554.00		12,554.00

TOTAL POLICE ADMINISTRATION

904,623.00

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

0012320 POLICE ANIMAL CONTROL

0012320 6226 - MISC. CONTRACTUAL SERVICES

Joint Animal Control with City
 of Keller (May 2018 Estimate of
 \$95,850 + 5% max increase)

VENDOR	QUANTITY	UNIT COST	2019	Proposed
	1.00	100,642.00		100,642.00 *
				100,642.00
TOTAL POLICE ANIMAL CONTROL				100,642.00

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

0012330	POLICE CODE ENFORCEMENT	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0012330	6101 - SALARIES					48,214.00
0012330	6105 - SALARY SAVINGS					-1,066.00
0012330	6139 - OVERTIME					1,765.00
0012330	6141 - FICA EXPENSE					4,076.00
0012330	6142 - GROUP HEALTH INSURANCE					11,897.00
0012330	6143 - WORKERS' COMPENSATION					252.00
0012330	6145 - UNEMPLOYMENT COMPENSATION					207.00
0012330	6146 - RETIREMENT					4,798.00
0012330	6148 - LONGEVITY PAY					1,095.00
0012330	6152 - ACCRUED LEAVE PAY					2,211.00
0012330	6206 - TRAINING					629.00 *
	Building Professional Institute training for Code Enforcement Officer		1.00	185.00		185.00
	NCTCOG Training		1.00	165.00		165.00
	Code enforcement officer Exam		1.00	25.00		25.00
	Additional State Mandated Training		1.00	254.00		254.00
0012330	6209 - DUES & SUBSCRIPTIONS					261.00 *
	Texas Dept of Health Code Enforcement License Renewal		1.00	106.00		106.00
	Code Enforcement Association of Texas dues		1.00	30.00		30.00
	American Association of Code Enforcement Dues		1.00	45.00		45.00
	Code Enforcement Assoc of Texas		1.00	80.00		80.00

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ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0012330 6231 - LEGAL ADVERTISING					150.00
0012330 6235 - FILING FEE					912.00
0012330 6261 - VEHICLE MAINTENANCE					250.00
0012330 6262 - GAS AND OIL					2,000.00
0012330 6286 - MOWING EXPENSE					6,450.00
0012330 6305 - UNIFORMS					310.00 *
Code Enforcement Uniforms		1.00	310.00		310.00
0012330 6308 - PRINTING					130.00
0012330 6313 - SMALL TOOLS					61.00
0012330 6326 - SAFETY EQUIPMENT/SUPPLIES					150.00
TOTAL POLICE CODE ENFORCEMENT					84,752.00

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ACCOUNTS FOR:
GENERAL FUND

0012340 POLICE COMMUNICATIONS

0012340 6226 - MISC. CONTRACTUAL SERVICES

Jail and Communications
 Contract with the City of
 Keller (May estimate \$786,570 x
 1.5%)

VENDOR	QUANTITY	UNIT COST	2019	Proposed
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	1.00	798,369.00	798,369.00	798,369.00 *
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TOTAL POLICE COMMUNICATIONS

798,369.00

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ACCOUNTS FOR:
GENERAL FUND

0012350 POLICE COMMUNITY SVCS

0012350 6229 - COMMUNITY RELATIONS

0012350 6308 - PRINTING

TOTAL POLICE COMMUNITY SVCS

VENDOR	QUANTITY	UNIT COST	2019	Proposed
				4,000.00
				100.00
				4,100.00

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ACCOUNTS FOR:
GENERAL FUND

0012360 POLICE CID	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0012360 6101 - SALARIES					471,164.00
0012360 6105 - SALARY SAVINGS					-9,962.00
0012360 6139 - OVERTIME					9,447.00
0012360 6141 - FICA EXPENSE					38,104.00
0012360 6142 - GROUP HEALTH INSURANCE					83,279.00
0012360 6143 - WORKERS' COMPENSATION					9,276.00
0012360 6145 - UNEMPLOYMENT COMPENSATION					1,449.00
0012360 6146 - RETIREMENT					44,852.00
0012360 6147 - INCENTIVE PAY					9,000.00
0012360 6148 - LONGEVITY PAY					5,803.00
0012360 6152 - ACCRUED LEAVE PAY					2,668.00
0012360 6206 - TRAINING					3,395.00 *
		1.00	3,395.00		3,395.00
Texas Commission on Law Enforcement (TCOLE) Training for CID Detectives 6 Detectives					
0012360 6209 - DUES & SUBSCRIPTIONS					150.00 *
		1.00	150.00		150.00
International Association of Chiefs of Police Dues Services Lt					
0012360 6210 - TECHNICAL & SCIENTIFIC					3,100.00 *
		1.00	1,600.00		1,600.00
Medical Examiner Lab Charges Forensic and drug testing					
		1.00	1,500.00		1,500.00
Sexual Assault Exam Charges					

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0012360 6226 - MISC. CONTRACTUAL SERVICES		1.00	760.00		2,052.00 *
CID Database Service					760.00
Accurint					
CID Investigative Polygraph Service		.00	.00		.00
Leads on Line Pawn shop web program		1.00	792.00		792.00
Evidence/BioHazard Disposal services		1.00	500.00		500.00
0012360 6261 - VEHICLE MAINTENANCE		1.00	2,000.00		2,000.00 *
Vehicle maintenance for 5 vehicles					2,000.00
0012360 6262 - GAS AND OIL					9,394.00
0012360 6299 - MISCELLANEOUS					170.00
0012360 6308 - PRINTING					365.00
0012360 6322 - CID SUPPLIES					1,710.00
TOTAL POLICE CID					687,416.00

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

0012370 POLICE PATROL	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0012370 6101 - SALARIES					1,305,787.00
0012370 6105 - SALARY SAVINGS					-28,591.00
0012370 6139 - OVERTIME					42,492.00
0012370 6141 - FICA EXPENSE					109,364.00
0012370 6142 - GROUP HEALTH INSURANCE					226,044.00
0012370 6143 - WORKERS' COMPENSATION					30,973.00
0012370 6145 - UNEMPLOYMENT COMPENSATION					3,933.00
0012370 6146 - RETIREMENT					128,731.00
0012370 6147 - INCENTIVE PAY					18,000.00
0012370 6148 - LONGEVITY PAY					11,328.00
0012370 6152 - ACCRUED LEAVE PAY					51,960.00
0012370 6206 - TRAINING					16,215.00 *
		20.00	810.75		16,215.00
Mandatory Texas Commission on Law Enforcement (TCOLE) training per officer per year					
0012370 6209 - DUES & SUBSCRIPTIONS					285.00 *
		1.00	150.00		150.00
International Association of Chiefs of Police Operations Lt					
		.00	.00		.00
Texas Police Chiefs Association		1.00	30.00		30.00
Texas Tactical Police Officer Association		1.00	105.00		105.00
FBI NA Association Dues for Lieutenant Graves					

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0012370 6213 - TUITION REIMBURSEMENT					5,000.00 *
Tuition reimbursement		2.00	2,500.00		5,000.00
0012370 6261 - VEHICLE MAINTENANCE					50,000.00 *
Vehicle maintenance for 13 vehicles and 2 motorcycles		1.00	50,000.00		50,000.00
0012370 6262 - GAS AND OIL					70,236.00
0012370 6284 - EQUIPMENT MAINTENANCE					1,500.00
0012370 6297 - VACCINATIONS					450.00 *
Preventative Hep B Vaccinations for new officers		10.00	45.00		450.00
0012370 6303 - OPERATING SUPPLIES					1,200.00
0012370 6305 - UNIFORMS					34,085.00 *
Replace 2 shirt average per officer		1.00	3,693.00		3,693.00
Replace 2 pants on average per officer		1.00	2,482.00		2,482.00
All equipment except Weapon and Radio for two new hires		2.00	5,696.00		11,392.00
Replace leather gear		1.00	863.00		863.00
Cold weather coats and rain gear		1.00	2,530.00		2,530.00
Patches and insignia replacement		1.00	225.00		225.00
Replacement Footwear for officers		1.00	2,400.00		2,400.00
Bicycle unit uniforms		1.00	3,300.00		3,300.00
Kevlar Vest replacement		1.00	7,200.00		7,200.00

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ACCOUNTS FOR:
GENERAL FUND

0012370 6308 - PRINTING

VENDOR	QUANTITY	UNIT COST	2019	Proposed
				130.00

TOTAL POLICE PATROL

2,079,122.00

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ACCOUNTS FOR:
GENERAL FUND

0012380 POLICE SRO

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0012380 6101 - SALARIES					204,964.00
0012380 6105 - SALARY SAVINGS					-4,437.00
0012380 6139 - OVERTIME					2,748.00
0012380 6141 - FICA EXPENSE					16,972.00
0012380 6142 - GROUP HEALTH INSURANCE					35,691.00
0012380 6143 - WORKERS' COMPENSATION					4,488.00
0012380 6145 - UNEMPLOYMENT COMPENSATION					621.00
0012380 6146 - RETIREMENT					19,978.00
0012380 6147 - INCENTIVE PAY					6,900.00
0012380 6148 - LONGEVITY PAY					3,413.00
0012380 6152 - ACCRUED LEAVE PAY					3,413.00
0012380 6206 - TRAINING					3,000.00 *
National SRO Conference		1.00	1,870.00		1,870.00
School Based Law Enforcement Training		1.00	1,130.00		1,130.00
0012380 6209 - DUES & SUBSCRIPTIONS					300.00 *
National Association of School Resource Officers		3.00	100.00		300.00
TOTAL POLICE SRO					298,051.00

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ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0012390 POLICE WARRANT OFFICER					
0012390 6101 - SALARIES					71,847.00
0012390 6105 - SALARY SAVINGS					-1,598.00
0012390 6139 - OVERTIME					1,780.00
0012390 6141 - FICA EXPENSE					6,093.00
0012390 6142 - GROUP HEALTH INSURANCE					11,897.00
0012390 6143 - WORKERS' COMPENSATION					1,611.00
0012390 6145 - UNEMPLOYMENT COMPENSATION					207.00
0012390 6146 - RETIREMENT					7,172.00
0012390 6147 - INCENTIVE PAY					1,200.00
0012390 6148 - LONGEVITY PAY					1,785.00
0012390 6152 - ACCRUED LEAVE PAY					3,029.00
0012390 6240 - CELL PHONES					912.00 *
		1.00	912.00		912.00
City Owned Cell Phone for the Warrant Officer					
 TOTAL POLICE WARRANT OFFICER					105,935.00

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ACCOUNTS FOR:
GENERAL FUND

0013210	PARKS MAINTENANCE	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0013210	6101 - SALARIES					260,353.00
0013210	6102 - TEMPORARY HELP					12,480.00
0013210	6105 - SALARY SAVINGS					-5,709.00
0013210	6139 - OVERTIME					4,000.00
0013210	6141 - FICA EXPENSE					23,078.00
0013210	6142 - GROUP HEALTH INSURANCE					77,331.00
0013210	6143 - WORKERS' COMPENSATION					5,893.00
0013210	6145 - UNEMPLOYMENT COMPENSATION					1,553.00
0013210	6146 - RETIREMENT					26,040.00
0013210	6148 - LONGEVITY PAY					3,815.00
0013210	6152 - ACCRUED LEAVE PAY					21,023.00
0013210	6204 - TRAVEL					2,450.00 *
	National Recreation and Park Association Conference (Parks Manager)		1.00	800.00		800.00
	Keep Texas Beautiful Conference (Parks Manager)		1.00	800.00		800.00
	ISA Texas Tree Conference (Parks Manager)		1.00	800.00		800.00
	Local TRAPS Conference (Park Staff)		1.00	50.00		50.00
0013210	6206 - TRAINING					2,500.00 *
	Irrigation CEUs for Irrigator and Parks Manager/Renewal for Parks Manager and Licensed Irrigator class and testing for new irrigator. class & test 590 Renewal 110 CEU's 300		1.00	1,000.00		1,000.00
	Texas Department of Agriculture Non-Comercial Pesticide CEUs.		1.00	700.00		700.00

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ACCOUNTS FOR:
GENERAL FUND

VENDOR QUANTITY UNIT COST 2019 Proposed

Parks Manager
 M&O Specialist
 Parks Supervisor
 Parks Maintenance
 Parks Maintenance Worker I and
 II

1.00 450.00 450.00

Certified Park and Recreation
 Professional (CPRP) CEU's
 -Parks Manager

2.00 175.00 350.00

International Society of
 Arboriculture CEU's
 Parks Manager
 Parks Supervisor

0013210 6209 - DUES & SUBSCRIPTIONS

2.00 175.00 2,060.00 *
 350.00

International Society of
 Arboriculture Membership for
 Parks Manager and Supervisor

6.00 100.00 600.00

Texas Department of Agriculture
 Non-Comercial Pesticide License
 renewal fees for:

Parks Manger
 M&O Supervisor (2)
 Maintenance (3)

2.00 100.00 200.00

Texas Recreation and Parks
 Society membership dues for
 Parks Manager and Parks
 Supervisor

1.00 860.00 860.00

National Recreation and Park
 Association membership dues for
 the agency, 4 professional
 staff personnel and advisory
 board.

2.00 25.00 50.00

National Arbor Day Foundation
 agency dues

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ACCOUNTS FOR:
GENERAL FUND

0013210 6226 - MISC. CONTRACTUAL SERVICES

Ground Maintenance Mowing
 Contract with Whitmore & Sons
 for parks, public buildings,
 medians, and roundabouts. Add
 in maintenance of all brick
 paver nosecones, triangles,
 medians and etc. for spray/trim
 cycles.

Contract landscape projects

Plant replacement of dead
 trees, shrubs and ground cover
 for parks, municipal buildings,
 medians and roundabouts.

All parks - Tree trimming and
 removal of dead and unsafe
 trees over trails, and park
 amenities, or that could pose a
 damage threat to personal
 property.

Fire Ant control for 12 parks
 and properities.

Pond maintenance for algea and
 weeds on 14 ponds located at 5
 parks and properities.

Wildlife management of beavers,
 bees and other nuisance
 wildlife that are a potential
 safety threat or may do
 potential damage to
 properities.

DART Right-of-way maintenance.
 Funding allows for area around
 bridge to have debris and trash
 removed as well as specifically
 identified tree issues
 encroaching the rail ROW.

Western Exterminating - Pest
 control for park offices, Webb
 House, park maintenace
 facility, Rock House, Bidault
 House, and concession stands.

VENDOR	QUANTITY	UNIT COST	2019	Proposed
	1.00	170,942.00		234,392.00 *
				170,942.00
	1.00	20,000.00		20,000.00
	1.00	500.00		500.00
	1.00	12,000.00		12,000.00
	1.00	7,000.00		7,000.00
	1.00	10,000.00		10,000.00
	1.00	500.00		500.00
	1.00	8,500.00		8,500.00
	1.00	2,900.00		2,900.00

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ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
		41.00	50.00		2,050.00
	Mandated backflow testing on all irrigation systems properities include parks, municipal buildings, medians, entry signs, roundabouts. 41 total.				
0013210 6245 - EQUIPMENT RENTAL		1.00	2,500.00		2,500.00 *
	Equipment rental for facility and amenity maintenance, such as lifts, port-a-lets etc.				
0013210 6261 - VEHICLE MAINTENANCE		1.00	2,300.00		3,857.00 *
	Vehicle maintenance allocation for 5 park maintenance fleet, vehicles unit numbers: 502 508 523 526 585				
		5.00	311.40		1,557.00
	GIS fleet tracking annual fee				
0013210 6262 - GAS AND OIL		1.00	10,200.00		15,900.00 *
	Fuel and Oil for park maintenance fleet, units: 502 508 523 526 585				
		1.00	5,700.00		5,700.00
	Fuel and Oil for parks maintenance equipment mowers, utility vehicles, tractors, etc.				
0013210 6284 - EQUIPMENT MAINTENANCE		1.00	3,500.00		3,500.00 *
	Funding for equipment maintenance for park designated equipment such as:				
	2006 Club car				
	2004 Z mower				
	2013 Mule				
	2006 Kubota Tractor				
	2014 Toro Workman MDX				

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ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0013210 6285 - BUILDING MAINT & SUPPLIES					15,151.00 *
Maintenance and repairs to HVAC units within park system		9.00	200.00		1,800.00
Emergency plumbing services for 13 facilities		13.00	77.00		1,001.00
Annual maintenance supplies, paint, hardware, door closures, etc.		1.00	2,000.00		2,000.00
Monitronics - alarm monitoring for 9 park buildings and facilities. Plus additional funding for batteries for systems and sensors.		9.00	300.00		2,700.00
Padlocks, locks, cores, and keys for assorted gates, electrical boxes, buildings and facilities.		1.00	1,000.00		1,000.00
Replacement of recepticles, switches, ballasts etc.		1.00	2,100.00		2,100.00
Miscellaneous maintenance supplies for carpet cleaning, minor roof repairs, and building contractor services at park buildings		1.00	750.00		750.00
Miscellaneous contract painting or sealing of wood gables at City Park and Pleasant Run Park.		1.00	3,800.00		3,800.00
0013210 6287 - PROPERTY MAINTENANCE					36,704.00 *
Playground parts and surfacing material.		1.00	8,043.00		8,043.00
Maintenance and emergency repair to pumps and fountains located in city ponds.		1.00	1,511.00		1,511.00
Electrical repairs to park security lights, tennis lights, parking lot lights, etc.		1.00	6,500.00		6,500.00
Sand for volleyball courts at City Park and McPherson Park.		1.00	2,000.00		2,000.00

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ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
Miscellaneous repairs to parks facilities and amenities as a result of vandalism, use and age.		1.00	2,500.00		2,500.00
Miscellaneous supplies for repairs and fabrication to park amenities and purchase of litter containers, lumber, hardware etc.		1.00	2,500.00		2,500.00
Repair and replacement of damaged or out-dated park signs, playground signs, and assorted signage within the parks.		1.00	2,900.00		2,900.00
Concrete, stone, and brick repair to flatwork, trails and pavilions.		1.00	3,000.00		3,000.00
Chain link and split rail fence repairs for City Park, Sparger Park, Nature Center, Reagan Park and Kimzey Park.		1.00	1,750.00		1,750.00
Shade fabric repair and maintenance picnic, playground, bleachers etc.		1.00	1,000.00		1,000.00
Decomposed granite and rock for trail use at Nature Center. Need major work on the granite trail due to flooding.		1.00	1,000.00		1,000.00
Trash can liners and doggie dump bags for all parks and trails.		1.00	4,000.00		4,000.00
0013210 6301 - OFFICE SUPPLIES					500.00 *
Miscellaneous office supplies for park offices and maintenance facility.		1.00	500.00		500.00

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ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0013210 6303 - OPERATING SUPPLIES		1.00	24,150.00		27,250.00 *
Irrigation parts such as heads, valves, nozzles, wire, pipe, glue, primer, valve boxes, bubblers, numerous fittings, etc. Funding allocated is for a total of 48 controllers, 774 valves, an estimated 7,400 heads and nozzels and an underestimated 263,506 linear feet or 49.9 miles of pipe and associated fittings that comprise our current irrigation systems. Current funding level is \$11.72 per zone.					24,150.00
Promotional supplies for ribbon cuttings, arbor day, other events and educational opportunities.		1.00	3,100.00		3,100.00
0013210 6304 - CHEMICALS		1.00	150.00		9,000.00 *
Ant bait to spot treat around playgrounds, volleyball courts, etc.					150.00
Pesticides / Herbicides / Fertilizers - General use all public areas. Organic products for parks.		1.00	7,003.00		7,003.00
Tree maintenance for fertilizers, fungicides, insecticides, etc. all public areas. Add in organics.		1.00	1,847.00		1,847.00
0013210 6305 - UNIFORMS		7.00	125.00		2,840.00 *
Uniform shirts for park staff members.					875.00
Uniform pants for park staff.		7.00	100.00		700.00
City logo caps for park staff members.		10.00	15.00		150.00
Winter coat or bib coveralls for park staff members 2 year rotation.		7.00	130.00		910.00

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ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
		5.00	41.00		205.00
	Inclement weather gear for park staff members.				
0013210 6309 - LANDSCAPE					44,823.00 *
		1.00	5,200.00		5,200.00
	Shrubs, groundcover, trees for various park areas.				
		1.00	2,000.00		2,000.00
	Wildflower display areas, annual re-seeding of wildflowers at McPherson Park, Bransford Park (Webb House) and City Park Wetland/biofilter				
		1.00	37,623.00		37,623.00
	New and redesign landscape projects				
0013210 6313 - SMALL TOOLS					4,500.00 *
		1.00	2,500.00		2,500.00
	Small engine equipment such as string trimmers, edgers, pumps, grounds vacuum, chain saws, power pole saw, tiller and miscellaneous small equipment as necessary.				
		1.00	1,000.00		1,000.00
	Lawn/Garden tools such as shovels, rakes, brooms, saw blades, chain, ect.				
		1.00	1,000.00		1,000.00
	Hand tools such as screwdrivers, wrenches, hammers, drills, etc.				
0013210 6314 - BUILDING SUPPLIES					8,000.00 *
		1.00	8,000.00		8,000.00
	Paper products and janitorial supplies for park restrooms, park maintenance facility, and park offices.				

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ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0013210 6326 - SAFETY EQUIPMENT/SUPPLIES		1.00	600.00		2,550.00 *
Safety gear for maintenance staff to meet OSHA guidelines to include, safety glasses, ear plugs, gloves, traffic vests, etc.					600.00
Leather work boots for park maintenance staff.		9.00	150.00		1,350.00
First aid supplies to include bandages, anti-bacterial ointment, sunscreen, mosquito repellent, ect.		1.00	600.00		600.00
0013210 6645 - OPERATING EQUIPMENT		1.00	14,000.00		14,000.00 *
Purchase of a dump trailer and a water trailer					14,000.00
TOTAL PARKS MAINTENANCE					862,334.00

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ACCOUNTS FOR:
GENERAL FUND

0013220	PARKS ATHLETIC FLD MAINT	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0013220	6101 - SALARIES					207,573.00
0013220	6105 - SALARY SAVINGS					-4,202.00
0013220	6139 - OVERTIME					2,500.00
0013220	6141 - FICA EXPENSE					16,234.00
0013220	6142 - GROUP HEALTH INSURANCE					53,537.00
0013220	6143 - WORKERS' COMPENSATION					4,145.00
0013220	6145 - UNEMPLOYMENT COMPENSATION					1,139.00
0013220	6146 - RETIREMENT					19,108.00
0013220	6148 - LONGEVITY PAY					2,123.00
0013220	6204 - TRAVEL					1,290.00 *
	To allow athletic field maintenance staff to attend local North Texas Sport Turf Managers Association training opportunities.		5.00	30.00		150.00
	Texas Turfgrass Association Conference located in Arlington, Texas. - M&O Supervisor and M&O Specialist		2.00	245.00		490.00
	Irrigation class and license testing per job description for M&O Supervisor.		1.00	650.00		650.00
0013220	6206 - TRAINING					800.00 *
	Irrigation CEUs for: M&O Specialist		1.00	300.00		300.00
	Pesticide License Fees and CEUs for:		4.00	125.00		500.00
	M&O Specialist					
	M&O Technician (3)					

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ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0013220 6209 - DUES & SUBSCRIPTIONS					350.00 *
		2.00	80.00		160.00
Texas Turf Grass Association dues for M&O Supervisor and M&O Specialist.					
		2.00	95.00		190.00
Dues for Sports Turf Managers Association for M&O Supervisor and M&O Specialist.					
0013220 6245 - EQUIPMENT RENTAL					5,785.00 *
		1.00	3,600.00		3,600.00
Port-a-let rental for Reagan Park and Pleasant Run Soccer Practice facility.					
		1.00	2,185.00		2,185.00
Miscellaneous equipment rental for athletic field maintenance and repairs. Equipment to include roll offs, water pumps auger, trencher, rollers, etc.					
0013220 6261 - VEHICLE MAINTENANCE					1,350.00 *
		2.00	675.00		1,350.00
Vehicle maintenance for designated vehicles allocated to athletic field maintenance, units 525 and 547.					
0013220 6262 - GAS AND OIL					2,500.00 *
		1.00	1,000.00		1,000.00
Fuel and oil allocation for units:					
525 - \$500					
547 - \$500					
		1.00	1,500.00		1,500.00
Fuel and Oil allocation for athletic field equipment:					
2010 - JD Tractor					
Toro - Reel Mower					
JD - Reel Mower					
Toro - Workman / Spray rig					
3 - Groomers					
sod cutter					
etc.					

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ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0013220 6284 - EQUIPMENT MAINTENANCE		1.00	4,500.00		4,500.00 *
Funding for maintenance of equipment associated with athletic field maintenance as listed on 6262.					
0013220 6287 - PROPERTY MAINTENANCE		1.00	6,700.00		37,000.00 *
Athletic field marking paint for soccer, baseball and softball.		1.00	4,800.00		6,700.00
Infield conditioner for baseball and softball fields at Reagan Park and City Park.		1.00	2,000.00		4,800.00
Calcine clay, drying agent for baseball and softball fields.		1.00	1,000.00		2,000.00
Mound clay and infield clay required for pitching mounds and infield maintenance at City Park and Reagan Park.		1.00	1,000.00		1,000.00
Scoreboards, bulbs and controller repair or replacement.		1.00	1,000.00		1,000.00
Masonry chalk, athletic field marking chalk.		1.00	6,000.00		1,000.00
Electrical, repairs and installation of bulbs on athletic fields at City Park, Reagan Park, Pleasant run Soccer Complex and Pleasant Run Practice facility.		1.00	6,500.00		6,000.00
Sand, compost, and top dressing materials used for athletic fields maintenance.		1.00	3,000.00		6,500.00
Miscellaneous athletic supplies, including bases, pitching rubbers, plugs, corner markers, batter's box clay bricks etc.		1.00	1,000.00		3,000.00
Musco lighting communication, software support for the athletic field Control Link					1,000.00

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**ACCOUNTS FOR:
 GENERAL FUND**

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
lighting system.		1.00	250.00		250.00
Batting cage astroturf at Reagan Park, annual maintenance for astroturf.		1.00	250.00		250.00
Lightning detectors, annual maintenance, parts and components.		1.00	1,500.00		1,500.00
Athletic field materials used on warning tracks such as, cinder or shale, etc. for softball fields at City Park.		1.00	2,000.00		2,000.00
Trash liners used at athletic complexes, dugouts and spectator areas.					
0013220 6303 - OPERATING SUPPLIES		1.00	7,000.00		7,000.00 *
Irrigation parts to repair irrigation systems on the athletic fields to include; irrigation heads, pipe valves, wire, drip lines, valve boxes, diaphragms, double checks, quick couplers, controllers, fittings, reducers, splice kits, irrigation marker flags, tree bubblers, connectors, drainage pipe, collection boxes, inlet grates, and other miscellaneous irrigation items as necessary.					
0013220 6304 - CHEMICALS		1.00	800.00		23,000.00 *
Chemical application tracker agent, dye and foam for tracking chemical application.		1.00	10,030.00		800.00
Fertilizer for athletic fields at City Park and Pleasant Run Soccer Complex. Organic materials.		1.00	5,520.00		10,030.00
Ant control program for athletic fields at City Park and Pleasant Run Soccer Complex.					5,520.00

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
		1.00	500.00		500.00
	Wetting agent for water conservation chemical for athletic playing fields at City Park and Pleasant Run Complex.				
		1.00	6,150.00		6,150.00
	Pesticide / Herbicide for athletic fields at City Park and Pleasant Run Soccer Complex. Added \$1000.00 for herbicide needed to spray out rye grass over seeding.				
0013220 6305 - UNIFORMS					2,130.00 *
	Uniform shirts for athletic field maintenance staff.	25.00	25.00		625.00
	Uniform pants for athletic field maintenance staff.	25.00	20.00		500.00
	City logo caps for athletic field maintenance staff members.	10.00	15.00		150.00
	Foul weather gear for athletic field staff members.	5.00	41.00		205.00
	Winter coats or bib coveralls for athletic field maintenance staff, winter wear and coveralls on a 2 year rotation.	5.00	130.00		650.00
0013220 6309 - LANDSCAPE					7,430.00 *
	Replacement of sod in worn and bare areas on athletic fields due to compaction and high traffic on athletic fields at City Park and Pleasant Run Soccer Complex.	1.00	885.00		885.00
	Overseeding of Pleasant Run Soccer Complex.	1.00	6,545.00		6,545.00

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0013220 6313 - SMALL TOOLS		1.00	1,000.00		2,000.00 *
Small engine euipment such as, string trimmers, blowers, edgers, pumps, grounds vaccume, chain saws, power pole saws, tiller, and miscellaneous small equipment as necessary.					1,000.00
Athletic field tools, shovels, rakes, infield mats, spike drags, chalkers etc.		1.00	1,000.00		1,000.00
0013220 6326 - SAFETY EQUIPMENT/SUPPLIES		1.00	400.00		1,506.00 *
Eye and ear protection, to meet OSHA specifications. Funding also allows for purchase of gloves, sun screen, mosquito repellent and first aid supplies.					400.00
Safety gear to meet OSHA specifications to include, glasses, ear plugs, gloves, traffic vests, ect.		1.00	236.00		236.00
Leather work boots for 5 staff members.		5.00	150.00		750.00
First aid supplies to include bandages, anti-bacterial ointment, sunscreen, mosquito repellent, ect		1.00	120.00		120.00
TOTAL PARKS ATHLETIC FLD MAINT					398,798.00

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ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2019	Proposed
0013310	STREETS MAINTENANCE					
0013310	6101 - SALARIES					399,739.00
0013310	6105 - SALARY SAVINGS					-8,708.00
0013310	6135 - STANDBY PAY					3,810.00
0013310	6139 - OVERTIME					14,864.00
0013310	6141 - FICA EXPENSE					33,306.00
0013310	6142 - GROUP HEALTH INSURANCE					99,340.00
0013310	6143 - WORKERS' COMPENSATION					19,586.00
0013310	6145 - UNEMPLOYMENT COMPENSATION					1,728.00
0013310	6146 - RETIREMENT					39,207.00
0013310	6147 - INCENTIVE PAY					1,200.00
0013310	6148 - LONGEVITY PAY					7,220.00
0013310	6152 - ACCRUED LEAVE PAY					8,543.00
0013310	6206 - TRAINING					5,893.00 *
	Street and Road Maintenance (Streets & Drainage Operations and Maintenance Manager)		1.00	385.00		385.00
	Pavement Markings (Sign Technician)		1.00	240.00		240.00
	Work Zone Safety (6 FTE'S)		6.00	200.00		1,200.00
	Teex Training (2 Equipment Operators + 6 Field Techs)		8.00	385.00		3,080.00
	Public Works Road-E-0 38% of \$2,600 cost		1.00	988.00		988.00
0013310	6207 - PRE-EMPLOYMENT					554.00 *
	Screenings		1.00	554.00		554.00

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0013310 6209 - DUES & SUBSCRIPTIONS					586.00 *
		2.00	100.00		200.00
Texas Water Utilities Association (TWUA) (Streets & Drainage Operations and Maintenance Manager, Equipment Operator)					
		1.00	203.00		203.00
American Public Works Association (APWA) (Streets & Drainage Operations and Maintenance Manager)					
		3.00	61.00		183.00
CDL Renewal (Equipment Operator X 3)					
0013310 6226 - MISC. CONTRACTUAL SERVICES					67,180.00 *
		1.00	46,000.00		46,000.00
Signal Maintenance Contract (2 Traffic Signals and 21 School Zone Flashers)					
		1.00	4,000.00		4,000.00
VueWorks Subscription					
		1.00	15,000.00		15,000.00
City Property Mowing					
		1.00	2,180.00		2,180.00
Networkfleet GPS Monitoring					
		1.00	.00		.00
Contract Maintenance for Quiet Zones					
0013310 6242 - STREET LIGHTING					292,015.00 *
		1.00	292,015.00		292,015.00
Streetlighting Costs					
0013310 6245 - EQUIPMENT RENTAL					15,000.00 *
		1.00	15,000.00		15,000.00
Rental of specialized equipment such as mini-excavators, motor graders, etc.					

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ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0013310 6261 - VEHICLE MAINTENANCE		1.00	7,050.00		7,050.00 *
Vehicles 603, 692, 693, 695, 821					
0013310 6262 - GAS AND OIL					18,160.00
0013310 6284 - EQUIPMENT MAINTENANCE		1.00	13,890.00		13,890.00 *
Equipment 602, 606, 610, 611, 612, 613, 614, 615, 616, 617, 618, 661, 662, 672, 672S, 674, 675, 684, 685, 689, 696					13,890.00
0013310 6285 - BUILDING MAINT & SUPPLIES		1.00	4,303.00		6,327.00 *
Service Center custodial contract (37% of \$11,629)		1.00	1,524.00		4,303.00
Misc. repairs to Service Center (37% of \$4,119)		1.00	500.00		1,524.00
Service Center floor mats contract (37% of \$1,351)					500.00
0013310 6301 - OFFICE SUPPLIES					500.00
0013310 6305 - UNIFORMS		1.00	5,229.00		5,229.00 *
Uniform Rental and Miscellaneous Clothing Supply (7 Street Crew Personnel)					5,229.00
0013310 6308 - PRINTING					58.00
0013310 6313 - SMALL TOOLS					1,700.00
0013310 6314 - BUILDING SUPPLIES		1.00	555.00		555.00 *
Paper Supplies for Service Center (37% of \$1,500)					555.00

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ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0013310 6317 - TRAFFIC CONTROL SIGNS/SIGNALS		1.00	30,500.00	30,500.00	30,500.00 *
Traffic Control Sign Replacement Program					
0013310 6319 - STREET RESURFACING		1.00	100,000.00	600,000.00	100,000.00 *
Pavement Markings Annual Contract					
		1.00	400,000.00	400,000.00	
Miscellaneous Concrete Contract					
		1.00	100,000.00	100,000.00	
Miscellaneous Asphalt Maintenance Contract					
0013310 6324 - INFRASTRUCTURE REPAIR & MAINT		1.00	55,450.00	55,450.00	55,450.00 *
Street Maintenance Supplies					
0013310 6326 - SAFETY EQUIPMENT/SUPPLIES				2,825.00	
0013310 6805 - TRANSFER TO CAPITAL PROJECTS		1.00	1,500,000.00	1,500,000.00	1,500,000.00 *
Transfer to Capital Projects Fund for street CIP projects					
TOTAL STREETS MAINTENANCE				3,243,307.00	

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ACCOUNTS FOR:
GENERAL FUND
 0013410 RECREATION

		VENDOR	QUANTITY	UNIT COST	2019	Proposed
0013410	6101 - SALARIES					209,528.00
0013410	6102 - TEMPORARY HELP					25,500.00
0013410	6105 - SALARY SAVINGS					-4,208.00
0013410	6141 - FICA EXPENSE					18,045.00
0013410	6142 - GROUP HEALTH INSURANCE					23,794.00
0013410	6143 - WORKERS' COMPENSATION					493.00
0013410	6145 - UNEMPLOYMENT COMPENSATION					828.00
0013410	6146 - RETIREMENT					17,315.00
0013410	6148 - LONGEVITY PAY					860.00
0013410	6204 - TRAVEL					3,675.00 *
	National Recreation & Park Association (NRPA) Conference Indianapolis, IN Recreation Manager		1.00	2,250.00		2,250.00
	Texas Recreation and Park Society (TRAPS) North Region Conference Recreation Manager		1.00	75.00		75.00
	Texas Recreation and Park Society (TRAPS) State Conference (El Paso, TX) Recreation Manager		1.00	1,000.00		1,000.00
	Texas Recreation and Park Society (TRAPS) North Region Conference Recreation Specialist		1.00	75.00		75.00
	Texas Recreation and Park Society (TRAPS) State Conference (El Paso, TX) Recreation Specialist		1.00	275.00		275.00

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ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0013410 6207 - PRE-EMPLOYMENT		1.00	1,500.00		1,500.00 *
Background Checks - Instructors, Volleyball Coaches, Gym Monitors, etc.					
0013410 6209 - DUES & SUBSCRIPTIONS		1.00	85.00		804.00 *
Texas Recreation and Park Society (TRAPS) Membership - Recreation Manager		1.00	85.00		85.00
Texas Recreation and Park Society (TRAPS) Membership - Recreation Specialist		1.00	200.00		200.00
Texas Amateur Athletic Federation (TAAF) Membership - Recreation Manager		1.00	200.00		200.00
National Recreation and Park Association (NRPA) Membership - Recreation Manager		1.00	35.00		35.00
United States Tennis Association (USTA) Membership - Recreation Manager		1.00	99.00		99.00
National Recreation and Park Association (NRPA) Membership - Recreation Specialist		1.00	45.00		45.00
Sam's Membership - Recreation Manager		1.00	55.00		55.00
Costco Membership - Recreation Manager					
0013410 6226 - MISC. CONTRACTUAL SERVICES		1.00	3,500.00		3,500.00 *
Texas Junior Anglers - Fishing event for youth (fish stocking program)					

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ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0013410 6236 - ADVERTISING		1.00	400.00		1,000.00 *
Brochures - Creative layout, design and production of Recreation brochure three times annually (Winter/Spring, Summer, and Fall Brochures)		1.00	300.00		400.00
Advertising Events - Winter Ball, Bunny Brunch, Volleyball Leagues, and Summer Programs		1.00	300.00		300.00
Advertising Brochures (3) - Fall, Winter/Spring and Summer brochures					
0013410 6246 - OFFICE EQUIP & MAINTENANCE		1.00	300.00		300.00 *
Laminator Maintenance Fee					300.00
0013410 6257 - RECREATION PROGRAM INSTRUCTORS		1.00	10,045.00		98,545.00 *
Youth Development Classes - Instructor Payments		1.00	3,500.00		10,045.00
Adult Enrichment Classes - Instructor Payments		1.00	15,000.00		3,500.00
Tennis Program - Instructor Payments		1.00	70,000.00		15,000.00
Youth Athletic Programs - Instructor Payment, Volleyball Game Officials and Gym Monitors.					70,000.00
0013410 6301 - OFFICE SUPPLIES		1.00	400.00		400.00 *
Miscellaneous Office Supplies - Writing instruments, binders, desk accessories, legal pads, three-ring binders, labels, post-it notes, and other miscellaneous office items as necessary.					400.00

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ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0013410 6302 - POSTAGE		1.00	4,000.00		4,000.00 *
Postage - Mailing the Recreation Brochure to Colleyville Residents (3 times per year - Fall, Winter/Spring, and Summer)					
0013410 6303 - OPERATING SUPPLIES		1.00	200.00		990.00 *
Copy and Fax Paper		1.00	690.00		200.00
Card Stock, Specialty Paper & Foam Board - Advertising		1.00	100.00		690.00
Batteries					100.00
0013410 6305 - UNIFORMS		1.00	1,500.00		1,500.00 *
Staff Shirts - Uniform shirts (especially for special events and volleyball)					1,500.00
0013410 6307 - RECREATION PROGRAM SUPPLIES		1.00	200.00		15,200.00 *
Tennis Program Supplies - Tennis ball, tennis ball hoppers		1.00	5,000.00		200.00
Volleyball League Supplies - Uniforms and Trophies (Fall, Spring, & Summer). New Sand Volleyball Leagues (Fall & Spring)		1.00	4,500.00		5,000.00
Bunny Brunch - Catered Brunch, Eggs, Supplies, Prizes, Entertainment, Petting Zoo, and Decorations		1.00	4,000.00		4,500.00
Winter Ball (Jan.) - DJ, Snacks, Refreshments, Decorations, Supplies, Prizes, Photo Supplies		1.00	1,300.00		4,000.00
Recreation Promotional Items - Custom giveaways for State of the City, Mayor for the Day, School Presentations/Expos (pencils, pens, bags, water					1,300.00

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ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
bottles, etc.)		1.00	200.00		200.00
Recreation Programs / Activities - Class materials and supplies					
0013410 6308 - PRINTING		1.00	20,000.00		20,200.00 *
Brochure Printing (Recreation Sensation) - 3 times per year (Fall, Winter/Spring, and Summer)		1.00	200.00		200.00
Miscellaneous Printing (business cards, etc.)					
0013410 6328 - RECREATION EQUIPMENT		1.00	200.00		1,700.00 *
Tennis Equipment - Roll-Dri, Nets, Windscreen, Scorekeepers, Trash Cans		1.00	1,000.00		1,000.00
Volleyball Equipment - Ball Carts, Volleyballs, Ball Bags, Flags, Score Boards, etc.		1.00	500.00		500.00
Miscellaneous Recreation Equipment - Miscellaneous Balls, Storage Bins, Tools, Cones, Game Equipment, etc.					
TOTAL RECREATION					445,469.00

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ACCOUNTS FOR:
GENERAL FUND

0013420 REC SENIOR CENTER

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0013420 6204 - TRAVEL					
	Texas Recreation and Park Society (TRAPS) North Region Conference Recreation Specialist	1.00	75.00		350.00 * 75.00
	Texas Recreation and Park Society (TRAPS) State Conference (El Paso, TX) Recreation Specialist	1.00	275.00		275.00
0013420 6207 - PRE-EMPLOYMENT					
	Annual Background Checks - Instructors	1.00	100.00		100.00 * 100.00
0013420 6209 - DUES & SUBSCRIPTIONS					
	International Council on Active Aging (ICAA) Membership - Recreation Specialist	1.00	219.00		320.00 * 219.00
	Texas Recreation and Park Society (TRAPS) Membership - Recreation Specialist	1.00	85.00		85.00
	AARP - Annual membership dues	1.00	16.00		16.00
0013420 6245 - EQUIPMENT RENTAL					
	Senior Health Fair - Table Rental	1.00	400.00		400.00 * 400.00
0013420 6257 - RECREATION PROGRAM INSTRUCTORS					
	Senior Recreation Classes - Instructor Payments	1.00	8,091.00		8,091.00 * 8,091.00

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GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2019	Proposed
0013420	6261 - VEHICLE MAINTENANCE		1.00	100.00		100.00 *
	Vehicle #507 - 2010 Ford 15 Passenger Van					100.00
0013420	6262 - GAS AND OIL		1.00	450.00		450.00 *
	Gas - Vehicle #507 (Passenger Van - 2010 Ford)					450.00
0013420	6284 - EQUIPMENT MAINTENANCE		1.00	300.00		300.00 *
	Senior Center - Exercise Equipment Maintenance & Repairs					300.00
0013420	6301 - OFFICE SUPPLIES		1.00	100.00		100.00 *
	Miscellaneous Office Supplies - Writing instruments, paper clips, staples, post-it notes, binders, note pads, other miscellaneous office items as necessary					100.00
0013420	6302 - POSTAGE		1.00	400.00		400.00 *
	Active Adult Brochure - Mailed three times annually (Fall, Winter/Spring and Summer)					400.00
0013420	6303 - OPERATING SUPPLIES		1.00	600.00		1,450.00 *
	Senior Center Coffee Supplies - Coffee, filters, creamer, sugar, stir sticks, artificial sweetners, cups					600.00
	Senior Center First Aid Supplies - Ice packs and bandages		1.00	100.00		100.00
	ID Printer - Supplies (Ribbon, Cards, etc.)		1.00	250.00		250.00
	Brochure Supplies - brochure paper, labels, seals, etc.		1.00	500.00		500.00

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	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0013420 6305 - UNIFORMS					60.00 *
Staff Shirts - Uniform to be worn at special events		1.00	60.00		60.00
0013420 6307 - RECREATION PROGRAM SUPPLIES					4,152.00 *
Senior Center Holiday Party - Catered dinner, drinks, decorations, prizes, supplies, photo supplies		1.00	1,100.00		1,100.00
Senior Center Special Events (Senior Health Fair, Miscellaneous Social Events, & Social Dances) - entertainment, snacks, game prizes, decorations & misc. event supplies		1.00	1,600.00		1,600.00
Egg-in-a-Bag Supplies (3rd Wednesday of the Month Event) - Eggs, juice, biscuits, misc. supplies		1.00	262.00		262.00
Senior Center Facility Supplies - game supplies, television trays, utility cart, etc.		1.00	190.00		190.00
Senior Center Tuesday Night Dinner Supplies - Paper products, beverages, utensils, cups		1.00	1,000.00		1,000.00
0013420 6308 - PRINTING					500.00 *
Senior Events - promotional fliers, postcards, etc.		1.00	500.00		500.00
0013420 6314 - BUILDING SUPPLIES					300.00 *
Miscellaneous Building Supplies - Paper towels, disinfectant wipes, light bulbs, cleaning supplies, and other supplies needed for basic building operation		1.00	300.00		300.00

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ACCOUNTS FOR:
GENERAL FUND

0013420 6328 - RECREATION EQUIPMENT

Senior Center Fitness Equipment
 - Replace worn / damaged items

Senior Center Miscellaneous
 Equipment - Replace worn /
 damaged items

VENDOR	QUANTITY	UNIT COST	2019	Proposed
	1.00	200.00		300.00 *
	1.00	100.00		200.00
				100.00

TOTAL REC SENIOR CENTER

17,373.00

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ACCOUNTS FOR:
GENERAL FUND

0013610	COMMUNICATIONS	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0013610	6101 - SALARIES					24,265.00
0013610	6105 - SALARY SAVINGS					-487.00
0013610	6141 - FICA EXPENSE					1,862.00
0013610	6142 - GROUP HEALTH INSURANCE					4,461.00
0013610	6143 - WORKERS' COMPENSATION					102.00
0013610	6146 - RETIREMENT					2,191.00
0013610	6148 - LONGEVITY PAY					69.00
0013610	6204 - TRAVEL					3,600.00 *
	Annual Conference: City-County Communications and Marketing Association (3CMA), Texas Association of Municipal Information Officers (TAMIO), or Government Social Media		2.00	1,800.00		3,600.00
0013610	6209 - DUES & SUBSCRIPTIONS					1,140.00 *
	Annual Dues for Government Social Media Communicators		1.00	350.00		350.00
	Annual dues - TAMIO Texas Association for Municipal Information Officers - statewide organization catering to the informational needs of city and county PIOs.		1.00	85.00		85.00
	Annual dues - International Association of Business Communicators Professional international organization offering professional development in the field of communications for both public and private sector professionals.		1.00	304.00		304.00
	Annual subscription to AP Stylebook		1.00	26.00		26.00

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ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
Online AP style guide for media/communications professionals.					
		1.00	375.00		375.00
City-County Communications and Marketing Association (3CMA) Annual Dues					
0013610 6226 - MISC. CONTRACTUAL SERVICES					24,500.00 *
Annual renewal and hosting fees for website + programming changes		1.00	12,000.00		12,000.00
Photography/video services		1.00	7,500.00		7,500.00
Subscriptions for digital services - Archive Social, WeTransfer, Prezi, etc.		1.00	5,000.00		5,000.00
0013610 6301 - OFFICE SUPPLIES					165.00 *
General office supplies		1.00	165.00		165.00
Supplies used for daily business activities and special projects.					
TOTAL COMMUNICATIONS					61,868.00

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ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2019	Proposed
0013710	COLLEVILLE CENTER					
0013710	6101 - SALARIES					197,632.00
0013710	6102 - TEMPORARY HELP					28,000.00
0013710	6105 - SALARY SAVINGS					-4,587.00
0013710	6139 - OVERTIME					3,043.00
0013710	6141 - FICA EXPENSE					17,545.00
0013710	6142 - GROUP HEALTH INSURANCE					47,588.00
0013710	6143 - WORKERS' COMPENSATION					5,008.00
0013710	6145 - UNEMPLOYMENT COMPENSATION					828.00
0013710	6146 - RETIREMENT					18,131.00
0013710	6148 - LONGEVITY PAY					675.00
0013710	6204 - TRAVEL					200.00 *
	10 Chamber Luncheons		10.00	20.00		200.00
	Networking For Business					
	Bookings at Center					
			.00	.00		.00
	TX Association of Venue					
	Managers Annual Conference,					
	Grapevine Tx. 2019.					
	Removed from budget-					
	Conference being held in					
	Grapevine, no overnight					
	travel required this year.					
0013710	6209 - DUES & SUBSCRIPTIONS					875.00 *
	Texas Association of Venues		2.00	225.00		450.00
	Center Manager and Event					
	Coordinator Memberships to					
	Texas Municipal and Public					
	Venue Association.					
			1.00	425.00		425.00
	Membership-Center Manager					
	National Association of					
	Assembly Managers					

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ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
	National membership provides discounts on seminars and access to venue manager blogs, research methodology and trending in venue and event management practises.				
0013710 6226 - MISC. CONTRACTUAL SERVICES					
		4.00	120.00		480.00 *
	Piano tuning fee x 4 Seasonal weather and piano movement can affect tuning. With CWC and several schools doing annual concerts, we get several requests annually to keep piano in key.				
0013710 6236 - ADVERTISING					
	Center Sponsored Bridal and Event Open House	1.00	1,225.00		13,775.00 *
					1,225.00
	Fort Worth Star Telegram Community Newspaper Advertising	1.00	4,750.00		4,750.00
	1/4 page Advertising West Zone-65K Distribution Keller, Westlake, Roanoke, Alliance, Haslet, Trophy Club East Zone--28K Distribution Southlake, Grapevine, Colleyville				
		.00	.00		.00
	Monthly creative expense for Facebook, Lobby display and all print advertising and collateral used at Center. Tina Anderson is local Colleyville digital media creative consultant providing all Facebook and social media creative as well as print	12.00	150.00		1,800.00

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ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
branding for Center.					
Wedding Wire Online Listing weddingwire.com 4th year advertising on this website. Annually 75-100 leads recieved, cost per lead of \$9.60. 50% of Center wedding bookings are from Wedding Wire. This is a do it yourself bride website and provides immeasurable webinar training on marketing trends for Center staff without having to travel		3.00	1,000.00		3,000.00
Promotional swag and give away items- Bags, pens, paper, bride and groom squeeze dolls, custom contract folders and other promotional items used to promote Center. Branding and promotion to both business segment and non-profit segments as well as chamber luncheon/ events and other local association meetings		1.00	3,000.00		3,000.00
0013710 6245 - EQUIPMENT RENTAL					
Equipment rentals related to emergency fixes at Center.		1.00	500.00		500.00 *
0013710 6285 - BUILDING MAINT & SUPPLIES					
Friday janitorial service. Weekly deep clean of kitchen and equipment as well as 3 public bathrooms in preparation for weekend events.		12.00	483.00		22,311.00 *
Emergency/non preventative maintenance work on non-warranty repairs and maintenance of mechanical		1.00	6,500.00		5,796.00

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
systems and equipment.		12.00	29.00		348.00
Monitronix- Security System					
Monthly monitoring		4.00	131.00		524.00
BWS-Fire Alarm Monitoring					
5% rate increase 2019					
Venue mandatory check of fire alarm and sprinkler systems.					
		4.00	700.00		2,800.00
Quarterly Window washing inside and out of 4 large Paladium and other small windows at Center.					
Ken Crooks Window washing. Company will also come by for emergency cleaning at no charge when birds hit windows.					
(local Colleyville business)					
		4.00	375.00		1,500.00
Quarterly Service filter changing system check, filter cleaning and maintenance on 6 AC units					
Veterans Air 3% increase on annual maintenance contract					
Checking of 6 AC units located on rooftop. Includes filter and belt and safety check of all units. Filters changed each quarter.					
		4.00	140.00		560.00
BWS-quarterly building sprinkler system and vent hood check.					
Changed out control box in 2018 mitigating service calls					
2019 annual cost reduction					
		1.00	998.00		998.00
Annual door maintenance					
5% increase					
With over 20K visitors a year, the doors need alignment, greasing and replacement of weather stripping to remain compliant with ADA standards.					

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ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
Hufcor		1.00	1,785.00		1,785.00
Annual Partition Maintenance of room dividers in large hall and small conference room					
5% increase budgeted for 2019					
Cleaning tools including floor buffing pads, paint brushes, buckets for cleaning, ice, floor brooms etc used for ongoing cleaning of building		12.00	125.00		1,500.00
.					
0013710 6287 - PROPERTY MAINTENANCE					2,500.00 *
Exterior paint and facade touch ups		1.00	1,000.00		1,000.00
Painting of black safety curb line in front of Center					
Monthly spraying of facility interior and exterior (Western Exterminators)		12.00	70.00		840.00
Quarterly Grease Trap Cleaning Located outside kitchen this underground tank collects all the grease from kitchen. Cleaning pumps grease, disposes of grease and includes fuel surcharge for disposal.		4.00	165.00		660.00
0013710 6301 - OFFICE SUPPLIES					680.00
0013710 6302 - POSTAGE					100.00
0013710 6303 - OPERATING SUPPLIES					13,300.00 *
6303-Operating Supplies copier paper, first aid supplies, duct tape, kitchen utensils as needed.		4.00	100.00		400.00
Catering Supplies and Foods-offset by revenue charged to clients. Anticipate 3% increase		12.00	515.00		6,180.00

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ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
in use/expense.					
Flowers for lobby and restroom		12.00	35.00		420.00
Linen Service- \$2.00 cost per linen/clients charged \$5.00 per linen or linen provided free with standard business booking Monday-Friday 5% increase FY19 @ \$12.50 \$50/month Business rentals in 2017 to include linen rental. Weekly rental contract is @ \$125.00 with weekly replenish of new linens and back door mat, linen bags, linen bag holder, cleaning rags. Service charge, environmental charge for laundering and fuel included in weekly fee.		12.00	525.00		6,300.00
0013710 6305 - UNIFORMS					
Facility Staffing- branded shirts for events, work slacks for maintenance crew Annual replacement of maintenance crew shirts and new employees for weekend City events.		1.00	900.00		900.00 *
0013710 6308 - PRINTING					
Letterhead, business cards, fliers for conventions, customer satisfaction surveys, rate cards, etc.		1.00	750.00		750.00 *
0013710 6309 - LANDSCAPE					3,000.00

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ACCOUNTS FOR:
GENERAL FUND

0013710 6314 - BUILDING SUPPLIES

VENDOR	QUANTITY	UNIT COST	2019	Proposed
	12.00	800.00		13,940.00 *
Cleaning Supplies & Paper Products				9,600.00
Cleaning chemicals including viruscide for restrooms, toilet bowl cleaners, latex gloves, trash can liners, and covers, oven cleaner, dishwashing soap, magic erasers, dusters, micro-fiberpads, air freshners, hand soap.				
	1.00	1,100.00		1,100.00
Flourescent light bulb replacement				
	12.00	250.00		3,000.00
Floor Care Products including stripper and wax				
In order to keep main hall floor and the stage finish with high gloss, specialized products are needed and applied on quarterly basis.				
	12.00	20.00		240.00
Batteries for microphones				
9 volt batteries required for microphones and Crestron remote controller for audio visual equipment				

TOTAL COLLEYVILLE CENTER

387,174.00

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ACCOUNTS FOR:
GENERAL FUND

0013910 HUMAN RESOURCES

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0013910 6101 - SALARIES					159,437.00
0013910 6102 - TEMPORARY HELP					12,480.00
0013910 6105 - SALARY SAVINGS					-3,208.00
0013910 6141 - FICA EXPENSE					13,226.00
0013910 6142 - GROUP HEALTH INSURANCE					23,794.00
0013910 6143 - WORKERS' COMPENSATION					361.00
0013910 6145 - UNEMPLOYMENT COMPENSATION					414.00
0013910 6146 - RETIREMENT					14,444.00
0013910 6148 - LONGEVITY PAY					968.00
0013910 6206 - TRAINING					9,425.00 *
		2.00	800.00		1,600.00
Texas Municipal Human Resources Association (TMHRA) Annual Conference - HR Dir & HR Analyst		1.00	3,000.00		3,000.00
Tyler Technologies Conference for 1 HR staff member		1.00	1,000.00		1,000.00
HR Southwest Seminar - HR Director		1.00	250.00		250.00
Fort Worth Human Resources Management Association (FWHRMA) Employment Law Seminar - HR Director		1.00	225.00		225.00
Texas Municipal Human Resources Association (TMHRA) HR Nuts and Bolts Training - 1 HR Staff Member		1.00	100.00		100.00
Women in Govt - HR Analyst		1.00	450.00		450.00
Professional in Human Resources (PHR) Certification Test - HR Analyst		1.00	1,000.00		1,000.00
Records Management Training from the Texas State Library and Archives Commission					

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ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
		1.00	1,700.00		1,700.00
	Texas Public Risk Management (PRIMA) and Safety Conference				
		1.00	100.00		100.00
	Texas Municipal Retirement System (TMRS) City Correspondent Training - HR Director				
0013910 6207 - PRE-EMPLOYMENT					75.00 *
	Pre-employment screenings	1.00	75.00		75.00
0013910 6208 - ORGANIZATIONAL DEVELOPMENT					31,595.00 *
		1.00	31,595.00		31,595.00
	General Fund: \$31,595 (86%)				
	Utility Fund: \$5,143 (14%)				
	TOTAL: \$36,738.00				
	Administrative Asst Luncheon \$1,000				
	Assistant's Roundtable (\$100x2) \$200				
	Benefit Bid Ad \$75				
	Chili Cookoff \$800				
	EAP \$8,808				
	Employee Picnic \$1,800				
	Employee Recognition Future Programming \$3,000				
	Field Appreciation Day \$1,000				
	Flu Shots (\$25 x 65) \$1,625				
	HR Specialist Business Mgmt Daily \$200				
	In-Service Day \$5,000				
	Leadership Team Retreat \$1,000				
	NCTCOG Training Account \$1,000				
	Onboarding Box Lunches \$500				
	Recognition Certificate Booklets \$100				
	Retirement Plaques \$555				
	Team of Excellence Award Photos \$75				
	Training \$10,000				

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ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0013910 6209 - DUES & SUBSCRIPTIONS					875.00 *
		2.00	250.00		500.00
Society for Human Resource Management (SHRM) Membership Dues - HR Dir & HR Analyst		1.00	150.00		150.00
Dallas Human Resources Association - HR Director		1.00	75.00		75.00
Texas Public Risk Management Association (PRIMA) dues - HR Director		2.00	75.00		150.00
Texas Municipal Human Resources Association (TMHRA) Membership Dues - HR Dir & HR Analyst					
0013910 6226 - MISC. CONTRACTUAL SERVICES					20,710.00 *
		1.00	650.00		650.00
Labor Law Poster Compliance		1.00	35.00		35.00
ERS Annual Fee (Texas Social Security Program)		1.00	221.00		221.00
Texas Municipal Human Resources Association (MHRA) Luncheon		1.00	5,000.00		5,000.00
Classification and Compensation Study Annual Updates to Pay Plan		1.00	14,505.00		14,505.00
Target Solution Training Software annual license		1.00	299.00		299.00
Subscription to Strategic Government Resources (SGR) job board website for advertising open positions					
0013910 6301 - OFFICE SUPPLIES					300.00 *
		1.00	300.00		300.00

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ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0013910 6302 - POSTAGE		1.00	120.00		120.00 *
0013910 6303 - OPERATING SUPPLIES					111.00 *
HR fax machine replacement		1.00	51.00		51.00
cartridge					
Misc		1.00	60.00		60.00
0013910 6305 - UNIFORMS					85.00 *
Uniforms		1.00	85.00		85.00
0013910 6308 - PRINTING					70.00 *
Printing; Business Cards		1.00	70.00		70.00
TOTAL HUMAN RESOURCES					285,282.00

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ACCOUNTS FOR:
GENERAL FUND
0014110 COURT

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0014110 6101 - SALARIES					206,259.00
0014110 6102 - TEMPORARY HELP					2,000.00
0014110 6105 - SALARY SAVINGS					-4,220.00
0014110 6141 - FICA EXPENSE					15,987.00
0014110 6142 - GROUP HEALTH INSURANCE					47,588.00
0014110 6143 - WORKERS' COMPENSATION					873.00
0014110 6145 - UNEMPLOYMENT COMPENSATION					828.00
0014110 6146 - RETIREMENT					18,819.00
0014110 6148 - LONGEVITY PAY					2,720.00
0014110 6204 - TRAVEL					2,000.00 *
		1.00	2,000.00		2,000.00
TYLER TECHNOLOGIES CONFERENCE Tyler Incode Conference keeps the court staff up on training with Incode products and training					
0014110 6206 - TRAINING					1,940.00 *
		3.00	100.00		300.00
TX MUNICIPAL COURT EDUCATION CENTER (TMCEC) - CONTINUING EDUCATION FOR 3 REQUIRED					
		4.00	50.00		200.00
4 REGISTRATIONS FOR TMCEC SEMINARS					
		2.00	300.00		600.00
TMCEC TRAINING FOR COURT ADMINISTRATOR AND JUVENILE CASE MANAGER - AUSTIN - STATE MANDATORY					
		2.00	100.00		200.00
CLERKS LEGISLATIVE UPDATE SEMINAR - DALLAS COURT ADMINISTRATOR AND CERTIFICATION TRAINING					
		1.00	100.00		100.00
LOCAL TRAINING FOR CERTIFIED CLERK					
		1.00	540.00		540.00
1 CLERK ATTEND THE NEW 32 HOUR					

PROJECTION: 20191 FY 2019 Operating Budget

**ACCOUNTS FOR:
GENERAL FUND**

GENERAL FUND		VENDOR	QUANTITY	UNIT COST	2019	Proposed
TRAINING IN AUSTIN - REGISTRATION \$200, MILEAGE \$225						
0014110	6209 - DUES & SUBSCRIPTIONS					
			5.00	40.00		330.00 *
	NORTH TEXAS COURT CLERKS ASSOCIATION - 5 employees					200.00
			1.00	50.00		50.00
	LEXIS NEXIS RISK SOLUTIONS - traffic law books					
			1.00	80.00		80.00
	GOULDS LAW MANUAL UPDATE FOR JUDGE AND COURT STAFF					
0014110	6218 - MUNICIPAL JUDGE					135,000.00
0014110	6226 - MISC. CONTRACTUAL SERVICES					3,377.00 *
	SAFESITE - document storage		1.00	1,250.00		1,250.00
			.00	.00		.00
	LEXIS NEXIS RISK SOLUTIONS - legal research					
			1.00	2,127.00		2,127.00
	HIRED HANDS - translation services (foreign languages and sign language)					
0014110	6301 - OFFICE SUPPLIES					900.00 *
			1.00	800.00		800.00
	misc. office supplies					
			1.00	.00		.00
	WARRANT ROUNDUP - misc supplies/food/water					
			1.00	100.00		100.00
	DEPOSIT SLIPS AND BANK BAGS FOR DAILY DEPOSIT					
0014110	6303 - OPERATING SUPPLIES					7,668.00 *
			1.00	800.00		800.00
	OFFICE DEPOT - thermal paper for payment receipts					
			1.00	600.00		600.00
	STAPLES - mailing labels					
			1.00	1,200.00		1,200.00
	CPI ONE POINT - copy paper					
			1.00	500.00		500.00
	SAFE SITE - document storage					
			1.00	1,600.00		1,600.00
	CPI ONE POINT - paper for					

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ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
letters, dockets, & complaints		1.00	325.00		325.00
COLLEYVILLE - paper warrant issue		1.00	325.00		325.00
KELLER - paper warrant issue		1.00	300.00		300.00
OFFICE DEPOT - receipt printer ribbons		1.00	1,500.00		1,500.00
OFFICE DEPOT - ticket writer paper for PD		1.00	518.00		518.00
STAPLES - envelopes for mailing (2 types)					
0014110 6308 - PRINTING		1.00	1,000.00		1,350.00 *
KIT JONES INC - hard copy citations, warrant cards, and blue envelopes		1.00	250.00		250.00
STEVE STRANGE - printing of letterhead / envelopes		1.00	100.00		100.00
STAPLES - misc office supplies / envelopes					
TOTAL COURT					443,419.00

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ACCOUNTS FOR:
GENERAL FUND

0015110	FLEET SERVICES	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0015110	6101 - SALARIES					160,163.00
0015110	6105 - SALARY SAVINGS					-3,390.00
0015110	6139 - OVERTIME					1,575.00
0015110	6141 - FICA EXPENSE					12,966.00
0015110	6142 - GROUP HEALTH INSURANCE					35,691.00
0015110	6143 - WORKERS' COMPENSATION					3,287.00
0015110	6145 - UNEMPLOYMENT COMPENSATION					621.00
0015110	6146 - RETIREMENT					15,263.00
0015110	6148 - LONGEVITY PAY					3,305.00
0015110	6150 - TOOL ALLOWANCE					960.00
0015110	6152 - ACCRUED LEAVE PAY					3,493.00
0015110	6206 - TRAINING					1,350.00 *
	Automotive Service Excellence (ASE) Master Certification Testing-Online Program (Fleet Manager)		1.00	500.00		500.00
	Automotive Service Excellence (ASE) Certification Testing-Self-Study Program (2 Mechanics)		2.00	140.00		280.00
	Mechanical and Diagnostic and Repair Training (2 Mechanics x 3 courses x \$94.95/course)		6.00	95.00		570.00
0015110	6207 - PRE-EMPLOYMENT					100.00
0015110	6209 - DUES & SUBSCRIPTIONS					2,241.00 *
	Chilton's On-Line Repair Manuals Annual Subscription Cost		1.00	1,728.00		1,728.00
	American Public Works Association (APWA) (Fleet Manager)		1.00	203.00		203.00
			1.00	310.00		310.00

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ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2019	Proposed
		National Association of Fleet Administrators (NAFA) Assoc. (Fleet Manager)				
0015110	6226 - MISC. CONTRACTUAL SERVICES					2,568.00 *
	Networkfleet GPS Monitoring		1.00	1,868.00		1,868.00
	Encore scan tool software (for tires)		1.00	700.00		700.00
0015110	6228 - PROFESSIONAL MAINTENANCE					675.00 *
	Service Parts Cleaner		5.00	135.00		675.00
0015110	6261 - VEHICLE MAINTENANCE					2,050.00 *
	Vehicles 302, 394, 507, 707, 891		1.00	2,050.00		2,050.00
0015110	6262 - GAS AND OIL					8,700.00 *
	Motor Pool Gas and Oil		1.00	3,675.00		3,675.00
	All City Vehicles Bulk Oil		1.00	5,025.00		5,025.00
0015110	6283 - SAFETY EQUIPMENT/SERVICES					75.00
0015110	6284 - EQUIPMENT MAINTENANCE					1,900.00 *
	Equipment 300, 303, 334		1.00	700.00		700.00
	Back-up generator maintenance		1.00	1,200.00		1,200.00
0015110	6305 - UNIFORMS					2,064.00 *
	Uniform Rental and Miscellaneous Clothing Supply (3 Fleet Personnel)		1.00	2,064.00		2,064.00

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ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0015110 6313 - SMALL TOOLS					1,150.00
0015110 6318 - SHOP SUPPLIES					1,935.00 *
Various Shop Supplies		1.00	1,935.00		1,935.00
0015110 6326 - SAFETY EQUIPMENT/SUPPLIES					750.00
TOTAL FLEET SERVICES					259,492.00

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ACCOUNTS FOR:
GENERAL FUND

0015710	FACILITY SERVICES	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0015710	6101 - SALARIES					113,083.00
0015710	6105 - SALARY SAVINGS					-2,374.00
0015710	6139 - OVERTIME					4,400.00
0015710	6141 - FICA EXPENSE					9,078.00
0015710	6142 - GROUP HEALTH INSURANCE					23,794.00
0015710	6143 - WORKERS' COMPENSATION					3,040.00
0015710	6145 - UNEMPLOYMENT COMPENSATION					414.00
0015710	6146 - RETIREMENT					10,686.00
0015710	6148 - LONGEVITY PAY					1,193.00
0015710	6204 - TRAVEL					2,000.00 *
	Building Maintenance Seminars TBD (Facilities Manager and Building Maintenance Technician)		2.00	500.00		1,000.00
	Vocational Training (Building Maintenance Technician)		1.00	1,000.00		1,000.00
0015710	6206 - TRAINING					300.00 *
	HVAC Continuing Education (Facility Manager)		1.00	300.00		300.00
0015710	6209 - DUES & SUBSCRIPTIONS					100.00 *
	HVAC License (Facility Manager)		1.00	100.00		100.00
0015710	6226 - MISC. CONTRACTUAL SERVICES					312.00 *
	Networkfleet GPS Monitoring		1.00	312.00		312.00

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ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0015710 6261 - VEHICLE MAINTENANCE					2,000.00 *
Vehicle 719		1.00	2,000.00		2,000.00
0015710 6262 - GAS AND OIL					1,200.00
0015710 6285 - BUILDING MAINT & SUPPLIES					319,283.00 *
Bidault House: Miscellaneous Maintenance		1.00	2,500.00		2,500.00
City Hall/Library/Justice Center: Backflow Testing		1.00	1,155.00		1,155.00
City Hall/Library/Justice Center: Cleaning and Janitorial		1.00	111,851.00		111,851.00
City Hall/Library/Justice Center: Fire Alarm Inspections and Monitoring		1.00	4,710.00		4,710.00
City Hall/Library/Justice Center: Floor Mats Contract		1.00	4,807.00		4,807.00
City Hall/Library/Justice Center: HVAC Maintenance & Repair		1.00	79,670.00		79,670.00
City Hall/Library/Justice Center: Miscellaneous Maintenance (thermostat zone controllers, hot water actuators not covered in blanket maintenance, fire station rollup door repairs, miscellaneous)		1.00	37,171.00		37,171.00
City Hall/Library/Justice Center: Pest Control		1.00	4,090.00		4,090.00
City Hall/Library/Justice Center: Security Systems Maintenance and Supply		1.00	5,985.00		5,985.00
City Hall/Library/Justice Center: Window Cleaning		1.00	4,944.00		4,944.00
City Hall/Library: Boiler Inspection and Maintenance		1.00	1,950.00		1,950.00
City Hall/Library: Elevator		1.00	7,440.00		7,440.00

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CITY OF COLLEYVILLE
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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
Inspections and Maintenance Agreement		1.00	4,161.00		4,161.00
Fire Administration: Cleaning and Janitorial		1.00	3,690.00		3,690.00
Fire Stations 1, 2 and 3: Fire Alarm Inspections and Monitoring		1.00	6,300.00		6,300.00
Fire Stations 1, 2 and 3: HVAC Maintenance: Repairs, Service, Replacement		1.00	13,500.00		13,500.00
Fire Stations 1, 2 and 3: Miscellaneous Maintenance (general building repair, plumbing maintenance; backflow testing, etc.; includes Original Fire Station)		1.00	594.00		594.00
Fire Stations 1, 2 and 3: Pest Control		1.00	2,534.00		2,534.00
Justice Center: Gate Maintenance Contract		1.00	1,000.00		1,000.00
Library: Partition Door Service Plan		1.00	1,600.00		1,600.00
Library: Automatic Door Maintenance		1.00	500.00		500.00
Misc Contracts: Light Bulb Disposal Contract		1.00	1,000.00		1,000.00
Misc Contracts: Energy Audit		1.00	2,100.00		2,100.00
Misc Contracts: Panic Button Monitoring		1.00	750.00		750.00
Senior Center: Fire Alarm Inspections and Monitoring		1.00	2,790.00		2,790.00
Senior Center: HVAC Maintenance and Repair		1.00	9,411.00		9,411.00
Senior Center: Cleaning and Janitorial (Non-Discretionary/Ongoing)		1.00	1,000.00		1,000.00
Senior Center: Door Service Plan					

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PROJECTION: 20191 FY 2019 Operating Budget
ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
Senior Center: Miscellaneous Maintenance (paint, hardware, door closures, locksets, keys, etc.)		1.00	1,250.00		1,250.00
Senior Center: Pest Control		1.00	570.00		570.00
Public Works Service Center: Pest Control		1.00	260.00		260.00
0015710 6303 - OPERATING SUPPLIES					250.00 *
Tapes, Access Cards, etc.		1.00	250.00		250.00
0015710 6305 - UNIFORMS					300.00 *
Uniforms and Misc Clothing Supply (Building Technician, Facility Services Manager)		1.00	300.00		300.00
0015710 6313 - SMALL TOOLS					850.00
0015710 6314 - BUILDING SUPPLIES					6,000.00 *
Lighting Supplies (City Hall/Library/Justice Center)		1.00	5,000.00		5,000.00
Lighting Supplies/Bulbs (Fire Stations 1, 2 and 3)		1.00	1,000.00		1,000.00
0015710 6326 - SAFETY EQUIPMENT/SUPPLIES					450.00
TOTAL FACILITY SERVICES					496,359.00

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

0015910	INFORMATION SERVICES	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0015910	6101 - SALARIES					241,658.00
0015910	6102 - TEMPORARY HELP					35,000.00
0015910	6105 - SALARY SAVINGS					-5,647.00
0015910	6139 - OVERTIME					721.00
0015910	6141 - FICA EXPENSE					21,601.00
0015910	6142 - GROUP HEALTH INSURANCE					35,691.00
0015910	6143 - WORKERS' COMPENSATION					590.00
0015910	6145 - UNEMPLOYMENT COMPENSATION					828.00
0015910	6146 - RETIREMENT					22,274.00
0015910	6148 - LONGEVITY PAY					1,338.00
0015910	6152 - ACCRUED LEAVE PAY					3,634.00
0015910	6204 - TRAVEL					1,430.00 *
	Mileage Re-imbursement for travel and exp.		1.00	850.00		850.00
	Texas Association of Governmental Information Managers (TAGITM) -Houston, TX					
	Employee Training (Dallas, TX-Irving, TX)					
	Global Knowledge					
	Texas Association of Governmental Information Managers (TAGITM) Hotel		1.00	580.00		580.00
0015910	6206 - TRAINING					27,420.00 *
	ISM Mgr. CISCO CCNA (200-125 CCNAX)		1.00	3,995.00		3,995.00
	Cisco Certified CCNA (200-125 CCNAX)					
	ISM Manager-- Sans.org Security Training		1.00	4,595.00		4,595.00
	Further Security Training					

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
		1.00	3,995.00		3,995.00
	Microsoft MCSA Server Training				
	3rd crs.				
	Systems Analyst Microsoft				
	Training				
		1.00	3,995.00		3,995.00
	Systems Analyst--MCSA Server				
	Training 4th crs.				
	Systems Analyst Microsoft				
	Training				
		1.00	3,995.00		3,995.00
	SYSTEM Admin -- Exchange 2016				
	Trn				
	Microsoft				
		1.00	2,695.00		2,695.00
	SYSTEM Admin -- Exchange 2016				
	SYs Admin				
		1.00	4,150.00		4,150.00
	City Staff- Individual				
	Security Training				
0015910 6209 - DUES & SUBSCRIPTIONS		2.00	140.00		880.00 *
	TX Assoc. of Govt. Info. Tech				280.00
	Mgrs. (TAGITM)				
		1.00	150.00		150.00
	Texas Association of State				
	systems for Computing and				
	Communications				
		1.00	450.00		450.00
	TAGITM Conference Fee				
0015910 6225 - COMPUTER SERVICES		4.00	588.00		25,787.00 *
	Building inspection 4 Aircards				2,352.00
	(\$49.00 monthly)				
	Addedf A card for Caleb				
	Tandy				
		1.00	588.00		588.00
	Fire-EMS Aircard				
		8.00	588.00		4,704.00
	Fire-Operations Verizon				
	Aircards 5 vehicles				

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
Additional 3 vehicles have been added					
Fire-Operations		1.00	550.00		550.00
Fire Check software maintenance					
FireCheckoff.com		1.00	588.00		588.00
Fire-Prevention		1.00	79.00		79.00
Verizon Aircard		1.00	1,002.00		1,002.00
Library-TLC 1 epson Printer		1.00	.00		.00
Parks Maintenance- Time Warner Cable Fees \$82.99 Monthly		21.00	588.00		12,348.00
AT&T Data Line for regionalization					
Aircards for 20 laptops in patrol/unmarked cars					
1 Patrol LT. Take home		1.00	588.00		588.00
Police CID aircard		1.00	588.00		588.00
PD-Code Enforcement Aircard		1.00	2,400.00		2,400.00
Internet redundancy on-going cost					
0015910 6226 - MISC. CONTRACTUAL SERVICES		1.00	18,890.00		227,520.00 *
Laserfiche: Enterprise Rio Lic. - 50 concurrent users					18,890.00
DocumentImagingSystemincludes: LaserficheRIOSystem					
LFRioNamedFullUserqty52					
LFRioRecordsManagementUsersqty52					
LFRioScanConnectqty1					
LFRioPilotPublicPortallicenseqty1					
GeoDocsqty1					
DocuNavNavigatorqty1					
DocuNavAutoFileqty1		1.00	7,140.00		7,140.00
Agenda management Software (CIVIC PLUS)					

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
CRW permitting software Annual Maintenance Contract		1.00	16,800.00		16,800.00
CRW Offsite (IVR) software as a service (SAAS)		1.00	7,100.00		7,100.00
Finance - Fund Balance Maintenance		1.00	5,079.00		5,079.00
Finance-Munis ERP annual Maintenance Contract %4 cost increase		1.00	23,529.00		23,529.00
Munis Operating System and Database Administration (OSDBA) Support and DR site %4 cost increase		1.00	11,763.00		11,763.00
Fleet- Vehicle Maintenance DB software Annual Maintenance Q-quest		1.00	681.00		681.00
Gov Connection (CALL ON COLLEYVILLE) Customer Response Module (CRM) Hosting		1.00	2,800.00		2,800.00
Microsoft-- Server Lic/Office/Exchange/Sharepoint 2018- 2 X MS Server 2016 DC-\$5228.00 1 X MS Exchange 2016 - \$7970 1 MS Sharepoint 2017 - \$9400 Enterprise Agreement is over This fiscal Year. We'll be moving to a Pay By Year model.		1.00	27,826.00		27,826.00
VMWARE Support Contract		1.00	7,760.00		7,760.00
Swagit online Webcast annual agreement		1.00	17,130.00		17,130.00
Maintenance increase of \$52.50 a month		1.00	3,900.00		3,900.00

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ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
Barracuda Spam Filter		1.00	3,400.00		3,400.00
Barracuda email Archiver		1.00	3,984.00		3,984.00
VMWARE View Desktop Annual Contract					
This cost changed to a new lic. model from view to Vmware Horizon					
		1.00	4,556.00		4,556.00
FIRE-Emergency Reporing Software Maintenance					
Reporting Systems INC.					
		1.00	550.00		550.00
Fire- Checkoffs-maintenance		70.00	10.50		735.00
Fire-Active 911		1.00	1,100.00		1,100.00
Engineering- AutoCad Maintenance		1.00	12,000.00		12,000.00
Digitizing documents to laserfiche annual funding					
This project has been used for digitizing legacy data- we are slowing this down as we are leaving the City HALL area, and moving to POLICE/FIRE					
		1.00	10,773.00		10,773.00
Munis Disaster Recovery %4 cost increase		1.00	1,716.00		1,716.00
Tyler Unlimited Client Access Maintenance					
%4 cost increase		1.00	1,299.00		1,299.00
HOSTMONITOR Service- network monitoring software		1.00	2,500.00		2,500.00
CRW-GIS TRAK Annual Maintenance		1.00	1,799.00		1,799.00

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
Netbrain Annual Maintenance- network monitoring		1.00	4,900.00		4,900.00
Barracuda OFF-site Backup system		1.00	5,380.00		5,380.00
Blade chassis support SERVICE IT direct					
Change Vendor to SEI		1.00	6,600.00		6,600.00
Landguard annual cost- network vulnerability assessment tool		1.00	4,850.00		4,850.00
Ocularis camera maintenance starting after original 3yr contract over.		12.00	90.00		1,080.00
American Answering Services (City ISM 24/7 on-call answering service) This is \$90 a month		1.00	3,100.00		3,100.00
Digital cloud fax model		1.00	6,800.00		6,800.00
NeoGov maintenance contract (applicant tracking software)					
0015910 6240 - CELL PHONES		1.00	588.00		588.00 *
ISM Aircard					588.00
0015910 6246 - OFFICE EQUIP & MAINTENANCE		1.00	22,100.00		27,484.00 *
A/V Equipment City Hall, Library, and Colleyville Center Repair and maint. of equipment (break/fix annual budget)		1.00	3,200.00		3,200.00
Council Chamber Projector bulbs for overheads I'm adding 2nd floor classroom @ CH EOC Projector Library Projectors 3 rooms Additional 1600.00					

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2019	Proposed
			1.00	2,184.00		2,184.00
		UPS Annual Battery replacement City Hall				
0015910	6261 - VEHICLE MAINTENANCE		1.00	878.00		878.00 *
	2005 Ford Expedition maintenance					878.00
0015910	6262 - GAS AND OIL		1.00	500.00		500.00 *
	2005 Ford Expedition Gas/Oil					500.00
0015910	6301 - OFFICE SUPPLIES					50.00
0015910	6302 - POSTAGE		1.00	500.00		500.00 *
	Shipping for Equipment returns					500.00
0015910	6305 - UNIFORMS		12.00	45.00		540.00 *
	staff shirts					540.00
0015910	6312 - COMPUTER SUPPLIES		1.00	7,605.00		9,105.00 *
	Toner/Ink for printers city-wide					7,605.00
	Miscellaneous Computer Supplies		1.00	1,500.00		1,500.00
0015910	6360 - MINOR OPERATING OUTLAY		5.00	843.00		18,199.00 *
	Cradlepoint Wireless Routers in PD/FD Vehicles					4,215.00
	This is a program that we started 2 years ago and we have had to replce 3 items already as just wear and tear items. This is not a replacement but we need to keep 3 to 5 on board always as we are dealing with Public Safety.					
	The A/V Control room switcher replacement		1.00	.00		.00

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
Replaced FY2018					
Software Upgrade to Phone system		1.00	13,984.00		13,984.00
Upgraded in fy 2014 Built into SP					
0015910 6809 - TRANSFER TO CABLE/CAP EQUIP		1.00	117,000.00		117,000.00 *
Annual transfer to the Vehicle & Equipment Replacement Fund for technology replacement.					117,000.00
Includes: laptops, desktops, monitors, phones, security cameras, switches, servers, and iPads					
TOTAL INFORMATION SERVICES					815,569.00

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
GENERAL FUND
 0015920 IS GIS

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0015920 6101 - SALARIES					10,814.00
0015920 6105 - SALARY SAVINGS					-216.00
0015920 6141 - FICA EXPENSE					827.00
0015920 6142 - GROUP HEALTH INSURANCE					1,666.00
0015920 6143 - WORKERS' COMPENSATION					23.00
0015920 6145 - UNEMPLOYMENT COMPENSATION					29.00
0015920 6146 - RETIREMENT					974.00
0015920 6204 - TRAVEL					1,550.00 *
Esri World User Conference		1.00	1,100.00		1,100.00
Hotel					
Annual San Diego, CA					
Per Diem for travel Esri &		1.00	.00		.00
Technology Training					
Training is done Virtually					
Mileage Reimbursement		1.00	450.00		450.00
0015920 6206 - TRAINING					8,995.00 *
ESRI Training		1.00	5,000.00		5,000.00
Microsoft Sharepoint Training		1.00	3,995.00		3,995.00
0015920 6209 - DUES & SUBSCRIPTIONS					140.00 *
Southcentral ARC user group		1.00	45.00		45.00
(SCUAG)					
GIS Professional Certify Fee		1.00	95.00		95.00

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0015920 6226 - MISC. CONTRACTUAL SERVICES					39,681.00 *
GPS Service-Annual Service Agreement Trimble Software		1.00	1,100.00		1,100.00
I-Communities NCTCOG-Annual Maintenance agreement		1.00	4,800.00		4,800.00
Development Services-Application Service Consulting		1.00	4,000.00		4,000.00
Nexus Viewer maintenance-online map viewing		1.00	3,650.00		3,650.00
Enterprise License Agreement (ESRI)		1.00	25,000.00		25,000.00
Training Moved out of contract to training area.					
Plotter Maintenance		1.00	1,131.00		1,131.00
0015920 6301 - OFFICE SUPPLIES					5,430.00 *
Office Supplies - Printing and Binding (Map Books)		1.00	1,750.00		1,750.00
Plotter Ink		2.00	1,250.00		2,500.00
Plotter Paper Rolls 36"		4.00	100.00		400.00
Outside Plotter Prints larger than 36"		1.00	780.00		780.00
0015920 6305 - UNIFORMS					90.00 *
staff shirts		1.00	90.00		90.00

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

VENDOR	QUANTITY	UNIT COST	2019	Proposed
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TOTAL IS GIS				70,003.00
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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

0016210 MERIT POOL

0016210 6101 - SALARIES

FY 2019 Merit Pool estimate

Market adjustments for 2018 (FY
 2019) - TBD

VENDOR	QUANTITY	UNIT COST	2019	Proposed
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	1.00	230,000.00	241,687.00 *	230,000.00
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	1.00	11,687.00	11,687.00	
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TOTAL MERIT POOL

241,687.00

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

0016310 CAPITAL EQUIPMENT RESERVE

0016310 6810 - CAPITAL EQUIPMENT RESERVE

Vehicle and Capital Equipment
 Replacement

Fire Apparatus replacement
 program

VENDOR	QUANTITY	UNIT COST	2019	Proposed
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	1.00	221,000.00		371,000.00 *
				221,000.00

	1.00	150,000.00		150,000.00
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TOTAL CAPITAL EQUIPMENT RESERVE				371,000.00
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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

0019999 NON-DEPARTMENTAL

		VENDOR	QUANTITY	UNIT COST	2019	Proposed
0019999	6203 - INSURANCE SHARE					
	Property and liability insurance for the General Fund (68% to General Fund) - anticipated 15% FY2019 increase		1.00	199,581.00		199,581.00 *
						199,581.00
0019999	6234 - CREDIT CARD CONV FEES					20,000.00
0019999	6238 - ELECTRICITY					355,000.00 *
	TCAP projections based on historical usage and lower prices in new contract beginning mid-FY2017		1.00	355,000.00		355,000.00
0019999	6241 - TELEPHONE					138,500.00 *
	AT&T bill- \$2,000 per month		12.00	2,000.00		24,000.00
	Time Warner- PRIs		12.00	7,000.00		84,000.00
	SmartNet contract- annual maintenance fee for new phone equipment		1.00	17,000.00		17,000.00
	Moves/Adds/Changes city-wide phone system		1.00	13,500.00		13,500.00
0019999	6246 - OFFICE EQUIP & MAINTENANCE					42,264.00 *
	Lease of 15 Copiers and Maintenance on 18 Copiers (General Fund Portion)		1.00	42,264.00		42,264.00
0019999	6248 - GAS					35,000.00 *
	Reduced gas budget by \$15,000 in FY 2016 based on trends. Savings went to Police Patrol fuel. Reduced in FY 2017- savings to telephone line item.		1.00	35,000.00		35,000.00

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0019999 6251 - T.R.A. WATER		1.00	196,833.00		196,833.00 *
General Fund to pay the Utility Fund for City water use					
0019999 6281 - COMMUNICATIONS MAINTENANCE		1.00	126,693.00		126,693.00 *
NRH Contract/Consortium \$17,097					
City of Fort Worth Contract					
\$5,263					
American Tower Corporation					
Lease (Eules Tower) \$8,910					
Motorola Maintenance Hardware					
\$53,499					
SUA-II \$27,982					
Batteries, parts, and repairs					
\$10,000					
A/C Contract and repairs \$6,000					
Radio Tower propane \$800					
Radio Tower Site insurance					
\$1,000					
Grapevine Radio Tower Antennae					
Relocation \$18,500					
TOTAL: \$149,051					
General Fund portion: \$126,693					
Utility Fund portion: \$19,377					
Drainage Fund portion: \$2,981					
0019999 6302 - POSTAGE					15,880.00
TOTAL NON-DEPARTMENTAL					1,129,751.00
TOTAL GENERAL FUND		24,044,488.00			

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
UTILITY FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0022010 UTILITY BILLING					
0022010 6101 - SALARIES					190,896.00
0022010 6139 - OVERTIME					1,271.00
0022010 6141 - FICA EXPENSE					14,917.00
0022010 6142 - GROUP HEALTH INSURANCE					47,588.00
0022010 6143 - WORKERS' COMPENSATION					407.00
0022010 6145 - UNEMPLOYMENT COMPENSATION					828.00
0022010 6146 - RETIREMENT					17,559.00
0022010 6148 - LONGEVITY PAY					1,223.00
0022010 6152 - ACCRUED LEAVE PAY					1,610.00
0022010 6204 - TRAVEL					4,000.00 *
		2.00	2,000.00		4,000.00
	Utility Billing Supervisor and Analyst - Tyler Technologies Conference 2018				
0022010 6206 - TRAINING					198.00 *
		2.00	99.00		198.00
	Training Class TBD for utility billing staff				
0022010 6221 - AUDIT					32,031.00 *
		1.00	31,553.00		31,553.00
	ANNUAL AUDIT (Utility Fund Portion)				
		1.00	253.00		253.00
	GFOA - REVIEW FEE FOR CAFR AWARD (SPLIT 50/50 WITH FINANCE)				
		1.00	225.00		225.00
	GFOA - REVIEW FEE FOR PAFR AWARD (SPLIT 50/50 WITH FINANCE)				

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
UTILITY FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0022010 6225 - COMPUTER SERVICES					30,363.00 *
		1.00	2,079.00		2,079.00
TYLER TECHNOLOGIES - Maintenance Contract		1.00	2,762.00		2,762.00
TYLER TECHNOLOGIES - Hand Held Meter Reading Software		1.00	24,706.00		24,706.00
Munis ERP Financial Suite Annual Maintenance Contract		1.00	816.00		816.00
Munis Support & Update Licensing - IVR Gateway					
0022010 6226 - MISC. CONTRACTUAL SERVICES					45,979.00 *
		1.00	45,979.00		45,979.00
Outsource Printing / Mailing of Utility Bills/Insert PDF File					
0022010 6233 - BANK SERVICE CHARGES					7,492.00 *
		1.00	3,742.00		3,742.00
Wells Fargo - check clearing/deposit posting (70 % split with General Fund)		1.00	3,750.00		3,750.00
GARD CL SW - courier charges armored delivery (70% - 30% to General Fund)					
0022010 6246 - OFFICE EQUIP & MAINTENANCE					895.00 *
		1.00	200.00		200.00
Automatic Letter Opener Annual Contract		1.00	695.00		695.00
Shredder Maintenance Cleaning/Maintenance					
0022010 6285 - BUILDING MAINT & SUPPLIES					7,807.00 *
		1.00	7,807.00		7,807.00
ORIENTAL BLDG SERVICES - Janitorial Service 1/6 of City Hall					

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ACCOUNTS FOR:
UTILITY FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0022010 6301 - OFFICE SUPPLIES		1.00	670.00		670.00 *
STAPLES - misc supplies					670.00
0022010 6302 - POSTAGE		1.00	150.00		48,150.00 *
USPS - P.O.Box Rental for Box					150.00
1016 Return Address for Utility					
Bills					
P.O. Box rental					
Department letters					
		1.00	2,700.00		2,700.00
PURCHASE POWER - postage for meter		1.00	45,300.00		45,300.00
HIGH COTTON - metered postage					
Utility Bills					
Currently water bill					
postage is \$3,690.00 x 12 =					
\$44,280.00					
Delinquent notices postage is					
\$85.00 x 12 = \$1020.00					
0022010 6303 - OPERATING SUPPLIES		1.00	750.00		1,675.00 *
STAPLES - misc supplies		1.00	500.00		750.00
CPI ONE POINT - copy paper		1.00	250.00		500.00
PRINTING SYSTEMS INC - notices/forms		1.00	55.00		250.00
STEVE STRANGE - forms		1.00	120.00		55.00
Deposit Slips 50 per book					120.00
@\$4.79 x 7 books = 33.00					
Deposit Bags 100 per box					
@\$21.80 x 4 boxes = 87.00					
0022010 6308 - PRINTING		1.00	450.00		450.00 *
STEVE STRANGE - deposit books, letter head & envelopes		1.00	.00		450.00
					.00

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ACCOUNTS FOR:
UTILITY FUND

0022010 6312 - COMPUTER SUPPLIES

STAPLES - HP Laser Printers -
 toner/supplies

VENDOR	QUANTITY	UNIT COST	2019	Proposed
	1.00	1,629.00		1,629.00 *
	1.00	.00		.00

TOTAL UTILITY BILLING

457,638.00

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
UTILITY FUND
 0025920 IS GIS

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0025920 6101 - SALARIES					50,213.00
0025920 6141 - FICA EXPENSE					3,841.00
0025920 6142 - GROUP HEALTH INSURANCE					7,733.00
0025920 6143 - WORKERS' COMPENSATION					105.00
0025920 6145 - UNEMPLOYMENT COMPENSATION					135.00
0025920 6146 - RETIREMENT					4,522.00
TOTAL IS GIS					66,549.00

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
UTILITY FUND

0026110	UTILITY OPERATIONS WATER	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0026110	6101 - SALARIES					248,355.00
0026110	6135 - STANDBY PAY					2,955.00
0026110	6139 - OVERTIME					17,794.00
0026110	6141 - FICA EXPENSE					21,315.00
0026110	6142 - GROUP HEALTH INSURANCE					71,382.00
0026110	6143 - WORKERS' COMPENSATION					6,617.00
0026110	6145 - UNEMPLOYMENT COMPENSATION					1,242.00
0026110	6146 - RETIREMENT					25,090.00
0026110	6147 - INCENTIVE PAY					600.00
0026110	6148 - LONGEVITY PAY					3,243.00
0026110	6152 - ACCRUED LEAVE PAY					5,685.00
0026110	6206 - TRAINING					3,710.00 *
	Work Zone Safety (7 FTE's)		7.00	200.00		1,400.00
	Texas A&M Engineering Extension Service (TEEX) Training (6 FTE's)		6.00	385.00		2,310.00
0026110	6207 - PRE-EMPLOYMENT					647.00
0026110	6209 - DUES & SUBSCRIPTIONS					1,485.00 *
	Texas Water Utilities Association (TWUA) (3 Equipment Operators & Water and Wastewater Supervisor)		4.00	100.00		400.00
	American Water Works Association (Division)		1.00	752.00		752.00
	Backflow Prevention Assembly Tester (Water and Wastewater Supervisor)		1.00	111.00		111.00
	Water License Renewal (Equipment Operator)		1.00	111.00		111.00
	Wastewater License Renewal		1.00	111.00		111.00

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
UTILITY FUND

(Equipment Operator)

VENDOR QUANTITY UNIT COST 2019 Proposed

0026110	6226 - MISC. CONTRACTUAL SERVICES				
	DART ROW Agreement 200791 (16" Water Line)	1.00	16,544.00	26,190.00 *	16,544.00
	VueWorks Asset Management Software Subscription	1.00	6,000.00		6,000.00
	Networkfleet GPS Monitoring	1.00	1,246.00		1,246.00
	DART ROW Agreement 980501 (12' waterline 790' W of John McCain)	1.00	300.00		300.00
	DART ROW Agreement 991004 (8" waterline 1,980' W of John McCain)	1.00	300.00		300.00
	DART ROW Agreement 221210 (12" Waterline Pleasant Run)	1.00	1,800.00		1,800.00
0026110	6231 - LEGAL ADVERTISING				100.00
0026110	6240 - CELL PHONES				990.00 *
	Two (2) After-Hour Cell Phones	1.00	990.00		990.00
0026110	6245 - EQUIPMENT RENTAL				1,500.00 *
	Emergency Rental of Pumps and Equipment	1.00	1,500.00		1,500.00
0026110	6251 - T.R.A. WATER				9,794,756.00 *
	FY 2019 estimated TRA debt service	1.00	3,167,168.00		3,167,168.00
	FY 2019 estimated TRA volumetric charges	1.00	6,627,588.00		6,627,588.00

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
UTILITY FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0026110 6253 - WATER SAMPLES		1.00	10,000.00		10,000.00 *
Water samples for water quality testing					
0026110 6261 - VEHICLE MAINTENANCE		1.00	4,000.00		4,000.00 *
Vehicles 811, 822					
0026110 6262 - GAS AND OIL					12,950.00
0026110 6274 - METER MAINT AND TESTING					1,500.00
0026110 6284 - EQUIPMENT MAINTENANCE		1.00	6,544.00		6,544.00 *
Equipment 810, 883, 884 885, 897					
0026110 6296 - WATER LICENSING FEE		1.00	23,000.00		23,000.00 *
TCEQ fee for water system at \$2.45 per connection					
0026110 6302 - POSTAGE					3,690.00
0026110 6304 - CHEMICALS					4,000.00
0026110 6305 - UNIFORMS		1.00	2,843.00		2,843.00 *
Uniform Rental and Miscellaneous Clothing Supply (4 Water Crew Personnel)					
0026110 6308 - PRINTING		1.00	3,000.00		3,300.00 *
Water Quality Report		1.00	300.00		300.00
Printing of door hangers					

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
UTILITY FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0026110 6313 - SMALL TOOLS					3,400.00
0026110 6324 - REPAIR & MAINTENANCE					87,219.00 *
Water System Maintenance		1.00	59,909.00		59,909.00
Pump Maintenance		1.00	10,000.00		10,000.00
Storage System Maintenance		1.00	13,750.00		13,750.00
Water and Pipe Supplies		1.00	3,560.00		3,560.00
0026110 6654 - WATER METER & FIRE PLUGS					100,000.00 *
Water meters and fire hydrants		1.00	100,000.00		100,000.00
TOTAL UTILITY OPERATIONS WATER					10,496,102.00

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
UTILITY FUND

0026120	UTILITY OPERATIONS WASTEWATER	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0026120	6101 - SALARIES					103,653.00
0026120	6135 - STANDBY PAY					2,829.00
0026120	6139 - OVERTIME					16,846.00
0026120	6141 - FICA EXPENSE					9,561.00
0026120	6142 - GROUP HEALTH INSURANCE					35,691.00
0026120	6143 - WORKERS' COMPENSATION					3,299.00
0026120	6145 - UNEMPLOYMENT COMPENSATION					621.00
0026120	6146 - RETIREMENT					11,254.00
0026120	6148 - LONGEVITY PAY					1,643.00
0026120	6206 - TRAINING					1,995.00 *
	Supervisory Training (Water and Wastewater Supervisor)		1.00	240.00		240.00
	Texas A&M Engineering Extension Service (TEEX) Training (3 FTE's)		3.00	385.00		1,155.00
	Work Zone Safety (3 FTE's)		3.00	200.00		600.00
0026120	6207 - PRE-EMPLOYMENT					367.00
0026120	6209 - DUES & SUBSCRIPTIONS					752.00 *
	American Water Works Association (Division)		1.00	752.00		752.00
0026120	6226 - MISC. CONTRACTUAL SERVICES					8,402.00 *
	VueWorks Asset Management Software Subscription		1.00	5,000.00		5,000.00
	Leasing/Repair of Air Monitors (Q-Rae)		1.00	1,845.00		1,845.00
	Networkfleet GPS Monitoring		1.00	1,557.00		1,557.00

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
UTILITY FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0026120 6252 - T.R.A. SEWER		1.00	3,299,803.00	3,299,803.00	3,299,803.00 *
FY 2019 estimate for TRA wastewater flows and debt					
0026120 6261 - VEHICLE MAINTENANCE		1.00	1,500.00	1,500.00	1,500.00 *
Vehicle 889					
0026120 6262 - GAS AND OIL				10,300.00	
0026120 6284 - EQUIPMENT MAINTENANCE		1.00	15,000.00	16,000.00	16,000.00 *
Equipment 803, 819, 820, 823, 823T, 820AB, 898		1.00	1,000.00	1,000.00	
Maintenance of Camera Equipment					
0026120 6304 - CHEMICALS				5,000.00	
0026120 6305 - UNIFORMS		1.00	2,988.00	2,988.00	2,988.00 *
Uniform Rental and Miscellaneous Clothing Supply (3 Wastewater Crew Personnel)					
0026120 6313 - SMALL TOOLS				2,600.00	
0026120 6324 - REPAIR & MAINTENANCE		1.00	45,157.00	55,157.00	55,157.00 *
Wastewater System Maintenance		1.00	8,000.00	8,000.00	
Lift Station and Pump Maintenance		1.00	2,000.00	2,000.00	
Sewer Pipe Supply					
TOTAL UTILITY OPERATIONS WASTEWATER				3,590,261.00	

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
UTILITY FUND

0026130 UTILITY SUPPORT		VENDOR	QUANTITY	UNIT COST	2019	Proposed
0026130	6101 - SALARIES					765,308.00
0026130	6135 - STANDBY PAY					2,460.00
0026130	6139 - OVERTIME					19,744.00
0026130	6141 - FICA EXPENSE					60,919.00
0026130	6142 - GROUP HEALTH INSURANCE					139,195.00
0026130	6143 - WORKERS' COMPENSATION					7,123.00
0026130	6145 - UNEMPLOYMENT COMPENSATION					2,381.00
0026130	6146 - RETIREMENT					71,712.00
0026130	6147 - INCENTIVE PAY					1,800.00
0026130	6148 - LONGEVITY PAY					6,172.00
0026130	6152 - ACCRUED LEAVE PAY					857.00
0026130	6206 - TRAINING					6,850.00 *
	Pump and Motor Maintenance (Pump Maintenance Operator)		1.00	385.00		385.00
	Certified Floodplain Manager Training (Project Engineer)		1.00	500.00		500.00
	Texas Public Works Association (TPWA) Local Training Functions (Project Engineer)		1.00	200.00		200.00
	Texas Public Works Association (TPWA) Short Course (Project Engineer)		1.00	1,000.00		1,000.00
	Texas Water Laws and Regulations (Project Engineer)		1.00	290.00		290.00
	Texas A&M Engineering Extension Service (TEEX) Training (3 FTE's)		1.00	1,155.00		1,155.00
	Work Zone Safety (3 FTE's)		1.00	600.00		600.00
	Texas Water Utilities Association (TWUA) Regional School (Water and Wastewater Maintenance and Operations		1.00	300.00		300.00

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ACCOUNTS FOR:
UTILITY FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
Manager)		1.00	1,250.00		1,250.00
Texas American Water Works Association (AWWA) Annual Conference - "Texas Water" (Water and Wastewater Maintenance and Operations Manager)		1.00	1,170.00		1,170.00
Public Works Road-E-0 45% of \$2,600 cost					
0026130 6207 - PRE-EMPLOYMENT					201.00
0026130 6208 - ORGANIZATIONAL DEVELOPMENT					5,121.00
0026130 6209 - DUES & SUBSCRIPTIONS					3,846.00 *
Texas Water Utilities Association (Water and Wastewater Maintenance and Operations Manager, Pump Maintenance Operator, and Meter Services Worker)		3.00	100.00		300.00
Certified Floodplain Manager (Project Engineer)		1.00	90.00		90.00
P.E. Renewal (Project Engineer)		1.00	40.00		40.00
APWA (Water and Wastewater Maintenance and Operations Manager, Project Engineer, Water and Wastewater Supervisor)		3.00	203.00		609.00
Regional Public Works Program (1/2 cost)		1.00	2,363.00		2,363.00
Wastewater License (Water and Wastewater Maintenance and Operations Manager, Pump Maintenance Operator)		2.00	111.00		222.00
Water License (Water and Wastewater Maintenance and Operations Manager, Pump Maintenance Operator)		2.00	111.00		222.00

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
UTILITY FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0026130 6225 - COMPUTER SERVICES					3,020.00 *
WI-FI Cards for Field Connectivity- monthly charge		12.00	85.00		1,020.00
CRM Software (1/3 here; 1/3 drainage; 1/3 ISM)		1.00	2,000.00		2,000.00
0026130 6226 - MISC. CONTRACTUAL SERVICES					31,869.00 *
Networkfleet GPS Monitoring		1.00	1,869.00		1,869.00
Annual contractual services funding for rate model updates		1.00	10,000.00		10,000.00
Establish a Council Contingency budget for the Utility Fund for emergencies or unanticipated work needed		1.00	20,000.00		20,000.00
0026130 6246 - OFFICE EQUIP & MAINTENANCE					1,840.00
0026130 6261 - VEHICLE MAINTENANCE					2,900.00 *
Vehicles 620, 679, 807, 815, 817, 899		1.00	2,900.00		2,900.00
0026130 6262 - GAS AND OIL					16,350.00
0026130 6284 - EQUIPMENT MAINTENANCE					400.00 *
Equipment 813		1.00	400.00		400.00
0026130 6285 - BUILDING MAINT & SUPPLIES					8,314.00 *
Custodial Contract for Public Works Service Center (47% of \$11,629)		1.00	5,743.00		5,743.00
Misc Repairs of Service Center (47% of \$4,119)		1.00	1,936.00		1,936.00
Floor Mats Contract (47% of \$1,351)		1.00	635.00		635.00

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ACCOUNTS FOR:
UTILITY FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0026130 6287 - PROPERTY MAINTENANCE		1.00	3,000.00		3,000.00 *
Water tower restroom maintenance and water tank landscape maintenance					
0026130 6301 - OFFICE SUPPLIES					1,800.00
0026130 6303 - OPERATING SUPPLIES					900.00
0026130 6305 - UNIFORMS		1.00	4,449.00		4,449.00 *
Uniform Rental and Miscellaneous Clothing Supply (5 Utility Support Personnel)					4,449.00
0026130 6308 - PRINTING					485.00
0026130 6312 - COMPUTER SUPPLIES					1,000.00
0026130 6313 - SMALL TOOLS					2,000.00
0026130 6314 - BUILDING SUPPLIES		1.00	705.00		705.00 *
Paper Supplies for Service Center- 47% of \$1,500					705.00
0026130 6326 - SAFETY EQUIPMENT/SUPPLIES		1.00	6,225.00		6,225.00 *
Barricades, Cones, Personal Protective Equipment (Gloves, Germicide, Sunscreen, Electrolytes, etc.) for Utility Support, Water and Wastewater					6,225.00
TOTAL UTILITY SUPPORT					1,178,946.00

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
UTILITY FUND

0026210 MERIT POOL

0026210 6101 - SALARIES

TOTAL MERIT POOL

VENDOR	QUANTITY	UNIT COST	2019	Proposed
				31,000.00
				31,000.00

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
UTILITY FUND
 0026410 TRANSFERS

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0026410 6805 - TRANSFER TO CAPITAL PROJECTS		1.00	81,100.00	81,100.00 *	81,100.00
Annual funding for Utility Fund vehicle and capital equipment replacement					
0026410 6811 - TRANSFER TO GENERAL FUND		1.00	226,117.00	226,117.00 *	226,117.00
Utility Fund to pay for 12.4% of General Fund internal service personnel (based on percent of total FTEs that are Utility Fund in FY18 adopted budget). The internal service personnel costs include the following departments:					
Human Resources					
Finance					
City Manager's Office					
Information Services					
City Secretary's Office					
Communications					
0026410 6820 - INTRAFUND LOAN REPYMT-TOMORROW		1.00	44,286.00	44,286.00 *	44,286.00
Interfund loan repayment to Colleyville Tomorrow Fund for the 2012 Vactor Truck (7 years-FY19 last year)					
TOTAL TRANSFERS				351,503.00	

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
UTILITY FUND

0029999 NON-DEPARTMENTAL

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0029999 6203 - INSURANCE SHARE					
Property and liability insurance for the Utility Fund - anticipated 15% increase for FY2019		1.00	87,437.00		87,437.00 *
					87,437.00
0029999 6238 - ELECTRICITY					
Based on TCAP's estimates and lower rates beginning mid-FY2017		1.00	105,454.00		105,454.00 *
					105,454.00
0029999 6241 - TELEPHONE					3,896.00
0029999 6246 - OFFICE EQUIP & MAINTENANCE					
Copier Lease and Maintenance (Utility Fund Portion)		1.00	3,165.00		3,165.00 *
					3,165.00
0029999 6248 - GAS					9,225.00
0029999 6281 - COMMUNICATIONS MAINTENANCE					
NRH Contract/Consortium \$17,097		1.00	19,377.00		19,377.00 *
City of Fort Worth Contract \$5,263					19,377.00
American Tower Corporation Lease (Eules Tower) \$8,910					
Motorola Maintenance Hardware \$53,499					
SUA-II \$27,982					
Batteries, parts, and repairs \$10,000					
A/C Contract and repairs \$6,000					
Radio Tower propane \$800					
Radio Tower Site insurance \$1,000					
Grapevine Radio Tower Antennae Relocation \$18,500					
TOTAL: \$149,051					
General Fund portion: \$126,693					
Utility Fund portion: \$19,377					
Drainage Fund portion: \$2,981					

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
UTILITY FUND

0029999 6302 - POSTAGE

VENDOR	QUANTITY	UNIT COST	2019	Proposed
				5,051.00

TOTAL NON-DEPARTMENTAL
 TOTAL UTILITY FUND

16,405,604.00

233,605.00

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
DEBT SERVICE FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0046510 DEBT SERVICE					
0046510 6501 - G.O. REFUNDING BONDS (2006)					549,828.00
0046510 6502 - G.O. REFUNDING BONDS (2011)					170,000.00
0046510 6526 - G.O. REFUNDING BONDS (2016)					923,300.00
0046510 6583 - 2016 FIRE ENGINE LEASE					48,485.00 *
Annual lease purchase payment on 2016 Fire Engine (10 year)		1.00	48,485.00		48,485.00
0046510 6584 - FIRE TRUCK LOAN					116,839.00 *
Annual lease purchase payment for 2010 Fire Truck (10 Year)		1.00	116,839.00		116,839.00
0046510 6585 - AMBULANCE LEASE					49,988.00
0046510 6599 - PAYING AGENTS FEES					1,500.00
TOTAL DEBT SERVICE					1,859,940.00
TOTAL DEBT SERVICE FUND					1,859,940.00

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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
DRAINAGE FEE FUND

		VENDOR	QUANTITY	UNIT COST	2019	Proposed
0175210	DRAINAGE					
0175210	6101 - SALARIES					192,549.00
0175210	6135 - STANDBY PAY					3,166.00
0175210	6139 - OVERTIME					18,182.00
0175210	6141 - FICA EXPENSE					17,849.00
0175210	6142 - GROUP HEALTH INSURANCE					60,675.00
0175210	6143 - WORKERS' COMPENSATION					6,363.00
0175210	6145 - UNEMPLOYMENT COMPENSATION					1,056.00
0175210	6146 - RETIREMENT					21,010.00
0175210	6148 - LONGEVITY PAY					3,428.00
0175210	6152 - ACCRUED LEAVE PAY					16,002.00
0175210	6206 - TRAINING					2,782.00 *
			4.00	200.00		800.00
	Traffic Safety Training (4 FTE's)					
			4.00	385.00		1,540.00
	Texas A&M Engineering Extension Service (TEEX) Training (2 Equipment Operators + 2 Field Technician)					
			1.00	442.00		442.00
	Public Works Road-E-0 17% of \$2,600 cost					
0175210	6207 - PRE-EMPLOYMENT					302.00
0175210	6221 - AUDIT					1,500.00 *
			1.00	1,500.00		1,500.00
	Patillo, Brown, & Hill annual audit- Drainage Fund portion					

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NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
DRAINAGE FEE FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0175210 6223 - ENGINEERING SERVICES					39,355.00
0175210 6225 - COMPUTER SERVICES					
Government Outreach (CRM)		1.00	2,000.00		7,042.00 *
					2,000.00
Data Wise Software/ for Advanced Flood Warning System Lights at Low Water Crossings		1.00	1,500.00		1,500.00
Aircards for Cameras at Low Water Crossings		1.00	3,542.00		3,542.00
0175210 6226 - MISC. CONTRACTUAL SERVICES					12,734.00 *
DART ROW Agreement 920526 (Ditch Near Pleasant Run Road)		1.00	100.00		100.00
VueWorks Asset Management Software Subscription		1.00	3,000.00		3,000.00
Networkfleet GPS Monitoring		1.00	1,246.00		1,246.00
Flood Warning System Maintenance Contract		1.00	5,288.00		5,288.00
Ditch Spraying in Public ROW		1.00	3,000.00		3,000.00
DART ROW Agreement 941104 (Oak Crest Subdivision)		1.00	100.00		100.00
0175210 6245 - EQUIPMENT RENTAL					6,000.00 *
Rental of Excavators, Loaders, Pumps and Other Necessary Equipment		1.00	6,000.00		6,000.00
0175210 6261 - VEHICLE MAINTENANCE					2,850.00 *
Vehicles 682, 697		1.00	2,850.00		2,850.00

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NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
DRAINAGE FEE FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0175210 6262 - GAS AND OIL					19,650.00
0175210 6284 - EQUIPMENT MAINTENANCE					10,900.00 *
Equipment 601, 609, 686, 688, 896		1.00	10,900.00		10,900.00
0175210 6285 - BUILDING MAINT & SUPPLIES					2,736.00 *
Service Center Custodial Contract (16%)		1.00	1,861.00		1,861.00
Misc. repairs to Service Center (16%)		1.00	659.00		659.00
Service Center floor mats contract (16%)		1.00	216.00		216.00
0175210 6301 - OFFICE SUPPLIES					500.00
0175210 6305 - UNIFORMS					3,200.00 *
Uniform Rental and Miscellaneous Clothing Supply (5 Drainage Crew Personnel)		1.00	3,200.00		3,200.00
0175210 6312 - COMPUTER SUPPLIES					400.00
0175210 6313 - SMALL TOOLS					1,703.00
0175210 6314 - BUILDING SUPPLIES					240.00 *
Paper Supplies for Service Center- 16% of \$1,500		1.00	240.00		240.00
0175210 6324 - REPAIR & MAINTENANCE					38,431.00 *
Drainage Maintenance and Supply (Curlex, asphalt disposal, small tools, tarps, etc.)		1.00	38,431.00		38,431.00

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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
DRAINAGE FEE FUND

0175210 6326 - SAFETY EQUIPMENT/SUPPLIES

VENDOR	QUANTITY	UNIT COST	2019	Proposed
				2,085.00

TOTAL DRAINAGE

492,690.00

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NEXT YEAR BUDGET DETAIL REPORT
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PROJECTION: 20191 FY 2019 Operating Budget
ACCOUNTS FOR:
DRAINAGE FEE FUND
0175220 STORM WATER

		VENDOR	QUANTITY	UNIT COST	2019	Proposed
0175220	6101 - SALARIES					65,646.00
0175220	6141 - FICA EXPENSE					5,316.00
0175220	6142 - GROUP HEALTH INSURANCE					13,087.00
0175220	6143 - WORKERS' COMPENSATION					307.00
0175220	6145 - UNEMPLOYMENT COMPENSATION					228.00
0175220	6146 - RETIREMENT					6,258.00
0175220	6148 - LONGEVITY PAY					1,215.00
0175220	6152 - ACCRUED LEAVE PAY					2,631.00
0175220	6206 - TRAINING					500.00 *
	Extended Education Classes for Code Enforcement Certification (Environmental Compliance Officer)		1.00	500.00		500.00
0175220	6209 - DUES & SUBSCRIPTIONS					215.00 *
	TCEQ Stormwater Annual Permit		1.00	100.00		100.00
	Code Enforcement License Renewal (Env Compl Officer)		1.00	40.00		40.00
	Pesticide License Renewal		1.00	75.00		75.00
0175220	6221 - AUDIT					500.00
0175220	6225 - COMPUTER SERVICES					600.00 *
	Aircard for Environmental Compliance Officer		1.00	600.00		600.00
0175220	6226 - MISC. CONTRACTUAL SERVICES					15,312.00 *
	Hazardous Waste Disposal and Spring Sweep Event		1.00	12,000.00		12,000.00
	Networkfleet GPS Monitoring		1.00	312.00		312.00
	Replacement of Clean Sweep banners		1.00	3,000.00		3,000.00

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NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
DRAINAGE FEE FUND

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0175220 6229 - COMMUNITY RELATIONS					1,200.00
0175220 6261 - VEHICLE MAINTENANCE					250.00 *
Vehicle 717		1.00	250.00		250.00
0175220 6262 - GAS AND OIL					4,000.00
0175220 6303 - OPERATING SUPPLIES					500.00
0175220 6305 - UNIFORMS					300.00 *
Boots and City Shirts (Environmental Compliance Officer)		1.00	300.00		300.00
0175220 6313 - SMALL TOOLS					300.00
0175220 6326 - SAFETY EQUIPMENT/SUPPLIES					185.00
TOTAL STORM WATER					118,550.00

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
DRAINAGE FEE FUND
 0175920 IS GIS

	VENDOR	QUANTITY	UNIT COST	2019	Proposed
0175920 6101 - SALARIES					16,224.00
0175920 6141 - FICA EXPENSE					1,241.00
0175920 6142 - GROUP HEALTH INSURANCE					2,498.00
0175920 6143 - WORKERS' COMPENSATION					34.00
0175920 6145 - UNEMPLOYMENT COMPENSATION					43.00
0175920 6146 - RETIREMENT					1,461.00
TOTAL IS GIS					21,501.00

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
DRAINAGE FEE FUND
 0176210 MERIT POOL

VENDOR QUANTITY UNIT COST 2019 Proposed

0176210 6101 - SALARIES 6,200.00

TOTAL MERIT POOL 6,200.00

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
DRAINAGE FEE FUND
 0176510 DEBT SERVICE

0176510 6597 - DRAINAGE REVENUE BONDS 2011

Revenue Bonds

VENDOR	QUANTITY	UNIT COST	2019	Proposed
	1.00	125,670.00	125,670.00 *	125,670.00

TOTAL DEBT SERVICE

125,670.00

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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 20191 FY 2019 Operating Budget

ACCOUNTS FOR:
DRAINAGE FEE FUND
0179999 NON-DEPARTMENTAL

VENDOR	QUANTITY	UNIT COST	2019	Proposed
0179999 6203 - INSURANCE SHARE				
Property and liability insurance for the Drainage Fund	1.00	2,631.00		2,631.00 *
0179999 6238 - ELECTRICITY				200.00
0179999 6248 - GAS				600.00
0179999 6281 - COMMUNICATIONS MAINTENANCE				
NRH Contract/Consortium \$17,097	1.00	2,981.00		2,981.00 *
City of Fort Worth Contract \$5,263				
American Tower Corporation Lease (Eulless Tower) \$8,910				
Motorola Maintenance Hardware \$53,499				
SUA-II \$27,982				
Batteries, parts, and repairs \$10,000				
A/C Contract and repairs \$6,000				
Radio Tower propane \$800				
Radio Tower Site insurance \$1,000				
Grapevine Radio Tower Antennae Relocation \$18,500				
TOTAL: \$149,051				
General Fund portion: \$126,693				
Utility Fund portion: \$19,377				
Drainage Fund portion: \$2,981				
0179999 6302 - POSTAGE				113.00
TOTAL NON-DEPARTMENTAL				6,525.00
TOTAL DRAINAGE FEE FUND				771,136.00
GRAND TOTAL				43,081,168.00

** END OF REPORT - Generated by Adrienne Lothery **

ORDINANCE O-18-2059

AN ORDINANCE APPROVING AND ADOPTING THE ANNUAL BUDGET FOR THE CITY OF COLLEYVILLE, TEXAS, FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2018 THROUGH SEPTEMBER 30, 2019

WHEREAS, a notice of public hearing on the annual budget for the City of Colleyville, Texas, for the fiscal year beginning October 1, 2018 through September 30, 2019, was heretofore published in a newspaper of general circulation; and

WHEREAS, said public hearing on said budget was duly held and all interested persons were given the opportunity to be heard for or against any item therein; and

WHEREAS, the City Council determines that the passage of this ordinance is in the best interests of the health, safety and welfare of the public.

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

Sec. 1. THAT all matters stated hereinabove are found to be true and correct and are incorporated herein by reference as if copied in their entirety.

Sec. 2. THAT the budget of the proposed expenditures for the fiscal year beginning October 1, 2018, and ending September 30, 2019, a copy of which is on file in the Office of the City Secretary, is hereby made a part of this ordinance by reference and is hereby approved and adopted by the City Council of the City of Colleyville, Texas, as the official budget for the fiscal year beginning October 1, 2018, and ending September 30, 2019.

Sec. 3. THAT appropriation amounts for the Fiscal Year 2019 budget for the different funds of the City of Colleyville are hereby fixed as follows:

General Fund	\$24,044,488
Utility Fund (Water & Wastewater)	\$16,405,604
Debt Service Fund	\$ 1,859,940
Drainage Utility Fund	\$ 771,136

Sec. 4. THAT the City Manager is hereby authorized to execute all contracts and documents for which funding is appropriated in the aforementioned budgets.

AND IT IS SO ORDERED.

The first reading and public hearing being conducted on the 4th day of September 2018.

The second reading and public hearing being conducted on the 18th day of September 2018.

APPROVED BY A VOTE OF ____ AYES, ____ NAYS, AND ____ ABSTENTIONS ON THIS THE 18TH DAY OF SEPTEMBER 2018.

Mayor Richard Newton _____
Place 1, Tammy Nakamura _____
Place 3, Kathy Wheat _____
Place 4, George Dodson _____

Mayor Pro Tem Bobby Lindamood _____
Place 5, Chuck Kelley _____
Place 6, Callie Rigney _____

ATTEST:

CITY OF COLLEYVILLE

Christine Loven, TRMC
City Secretary

Richard Newton
Mayor

APPROVED AS TO FORM AND LEGALITY:

Whitt L. Wyatt
City Attorney



City of Colleyville City Council Agenda Briefing

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

Agenda Number 6c

Agenda Date 09/18/2018

Number Ordinance O-18-2060

Type Ordinance

Department City Manager

Title

Adoption of the Ad Valorem Tax Rate for Fiscal Year 2019

Strategic Plan

2.4 Demonstrate stewardship of public resources

Explanation

Second Reading and Public Hearing

There were no speakers regarding this item at the September 4, 2018 City Council Meeting.

First Reading and Public Hearing

Chapter 26, Texas Property Tax Code, requires taxing units to comply with "Truth-in-Taxation" laws in setting tax rates. The calculated Fiscal Year 2019 (FY 2019) effective tax rate is \$.3208/\$100 valuation. The proposed tax rate is the effective tax rate of \$.3208/\$100 valuation. The attached "Notice of 2018 Tax Year Proposed Property Tax Rate for the City of Colleyville" was published in the *Fort Worth Star-Telegram* on Thursday, August 16, 2018 to comply with state law and to communicate the City Council's intended tax rate to the public.

As a point of reference, the current tax rate is \$.333834 per \$100 of valuation. The proposed tax rate of \$.3208 lowers the tax rate by \$.013034. By adopting the effective tax rate the City Council is lowering the tax rate to offset the increasing property values determined by the Tarrant Appraisal District, in order to collect the same amount of revenue as the prior year.

Financial Impact

Adoption of the tax rate and its subsequent levy will provide a portion of the funding for the Fiscal Year 2019 General Fund and Debt Service Fund budgets.

Recommendation

Approve

Attachments

1. Notice of 2018 Tax Year Proposed Property Tax Rate for the City of Colleyville

2. Ordinance O-18-2060

NOTICE OF 2018 TAX YEAR PROPOSED PROPERTY TAX RATE FOR CITY OF COLLEYVILLE

A tax rate of \$0.320800 per \$100 valuation has been proposed by the governing body of City of Colleyville.

PROPOSED TAX RATE	\$0.320800 per \$100
PRECEDING YEAR'S TAX RATE	\$0.333834 per \$100
EFFECTIVE TAX RATE	\$0.320800 per \$100

The effective tax rate is the total tax rate needed to raise the same amount of property tax revenue for City of Colleyville from the same properties in both the 2017 tax year and the 2018 tax year.

**YOUR TAXES OWED UNDER ANY OF THE ABOVE RATES CAN BE CALCULATED AS
FOLLOWS:**

$$\text{property tax amount} = (\text{rate}) \times (\text{taxable value of your property}) / 100$$

For assistance or detailed information about tax calculations, please contact:

Colette Ballinger, RTA
City of Colleyville Tax Assessor-Collector
100 Main Street, Colleyville, Texas 76034
817-481-1242
colette.ballinger@gcisd.net
www.colleyville.com

ORDINANCE O-18-2060

AN ORDINANCE LEVYING TAXES FOR THE OPERATION OF THE MUNICIPAL GOVERNMENT OF THE CITY OF COLLEYVILLE, TEXAS, FOR THE FISCAL YEAR 2019; ESTABLISHING THE AD VALOREM TAX RATE OF \$0.3208 PER ONE HUNDRED DOLLARS VALUATION; PROVIDING FOR APPORTIONMENT OF TAXES FOR INTEREST AND SINKING FUND FOR CERTAIN BOND INDEBTEDNESS AND FOR GENERAL OPERATING NEEDS, PROVIDING PENALTIES AND INTEREST FOR THE DELINQUENT TAXES, AND TO BECOME EFFECTIVE ON OCTOBER 1, 2018

WHEREAS, a budget has been adopted by the City Council of the City of Colleyville, Texas, covering the proposed expenditures of the municipal government of the City of Colleyville for the fiscal year beginning October 1, 2018 and ending September 30, 2019; and

WHEREAS, said budget reflects the needs for revenue to meet the expenses proposed therein; and

WHEREAS, the City is required to accumulate an Interest and Sinking Fund for certain outstanding bond indebtedness; and

WHEREAS, the City Council desires to lower the current tax rate to the effective tax rate, to provide relief to property owners from increasing property values.

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

Sec. 1. THAT there is hereby levied an ad valorem tax that shall be collected for the use and support of the municipal government of the City of Colleyville. It shall provide the legally required Interest and Sinking Fund for certain outstanding bond indebtedness during the 2019 fiscal year. Such tax shall be levied upon all property, real, personal, or mixed within the corporate limits of Colleyville, Texas, which is subject to taxation. The rate of tax shall be \$0.3208 on each \$100.00 property assessment. Said tax levied for and apportioned to the following specific purposes:

A. For the General Fund, a tax rate of \$0.303764 is levied.

B. For the Interest and Sinking Fund, a tax rate of \$.017036 is levied.

Sec. 2. THAT taxes levied by this ordinance shall be due and payable on the first day of October 2018, and shall become delinquent on the first day of February 2019, if unpaid. Upon taxes becoming delinquent, interest and penalty will be added as required in Section 33.01 of the Texas Property Tax Code, and shall commence on the first day of February 2019. The City of Colleyville is hereby authorized to adopt any and all legal remedies provided by the Texas Property Tax Code for the purpose of collecting delinquent taxes.

AND IT IS SO ORDERED.

The first reading and public hearing being conducted on the 4th day of September 2018.

The second reading and public hearing being conducted on the 18th day of September 2018.

APPROVED BY A VOTE OF ____ AYES, ____ NAYS, AND ____ ABSTENTIONS ON THIS THE 18TH DAY OF SEPTEMBER 2018.

Mayor Richard Newton	_____	Mayor Pro Tem Bobby Lindamood	_____
Place 1, Tammy Nakamura	_____	Place 5, Chuck Kelley	_____
Place 3, Kathy Wheat	_____	Place 6, Callie Rigney	_____
Place 4, George Dodson	_____		

ATTEST:

CITY OF COLLEYVILLE

Christine Loven, TRMC
City Secretary

Richard Newton
Mayor

APPROVED AS TO FORM AND LEGALITY:

Whitt L. Wyatt
City Attorney



City of Colleyville City Council Agenda Briefing

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

Agenda Number 6d

Agenda Date 09/18/2018

Number Ordinance O-18-2061

Type Ordinance

Department City Manager

Title

An ordinance amending Section 3 - Service Charges of the Water and Sewer Policy and Procedure Manual as contained in the Code of Ordinances, to implement updated base rates

Strategic Plan

2.1 Provide responsive, efficient city services

3.2 Ensure regular repair and replacement of water and wastewater facilities

Explanation

Second Reading and Public Hearing

There were no speakers regarding this item at the September 4, 2018 City Council Meeting.

First Reading and Public Hearing

This agenda item provides for formal consideration and approval of updated water, wastewater and capital improvement plan base rates.

On November 15, 2016, the City Council approved Ordinance O-16-1996, implementing the recommendations of the Water and Wastewater Rate Advisory Committee. This ordinance established a new rate structure in which City operating costs are recovered through base rates and volumetric rates are set to pass through the costs charged by the Trinity River Authority (TRA).

On September 19, 2017, the City Council approved Ordinance O-17-2031 implementing the recommendations of the Water and Wastewater Rate Advisory Committee. This ordinance established the Capital Improvement Plan (CIP) base rate to fund future capital projects. No American Water Works Association (AWWA) meter equivalency ratio were reflected in the CIP rate. Fiscal year 2018 base rates remained the same in total, with a lower water base rate, lower wastewater base rate, and the increase in CIP base rate. The CIP rate resulted in approximately \$170,000 in revenues to fund future Utility capital projects.

City operating costs are established annually as a part of the budget process and the Fiscal Year 2019 proposed Utility Fund budget that was presented to the City Council at the Budget Work session on August 7, 2018.

FY 2019 water and wastewater base rates were calculated based on the revenue necessary to cover the proposed FY 2019 operating costs. These calculations revealed that it would be possible to lower base rates in FY 2019 due to the increase in the number of utility customers.

Staff recommends consideration of:

- Lowering the current water and wastewater base rates, and adding the incremental difference in base rates to the Utility Capital Improvement Plan (CIP) base rate to fund future utility capital projects.
- Align the CIP base rate with the American Water Works Association (AWWA) meter equivalency ratio. The proposed CIP rate is expected to generate approximately \$297,000 in revenues to fund utility capital projects in the Capital Improvement Plan (CIP) once available cash on hand has been spent.

Financial Impact

Adoption of this ordinance will provide the revenue to fund the City's operating costs for water and wastewater service in FY 2019, as well as generate an estimated \$297,000 for future utility CIP projects.

Recommendation

Approve

Attachments

1. FY2019 Proposed Base Rates
2. Ordinance O-18-2061

Fiscal Year 2019 Proposed Base Utility Rates

City Council
September 18, 2018

Background



➤ **Ordinance O-16-1996:**

- ☐ Approved on November 15, 2016

- ☐ Established a new rate structure:

 - ✓ City operating costs are recovered through base rates and

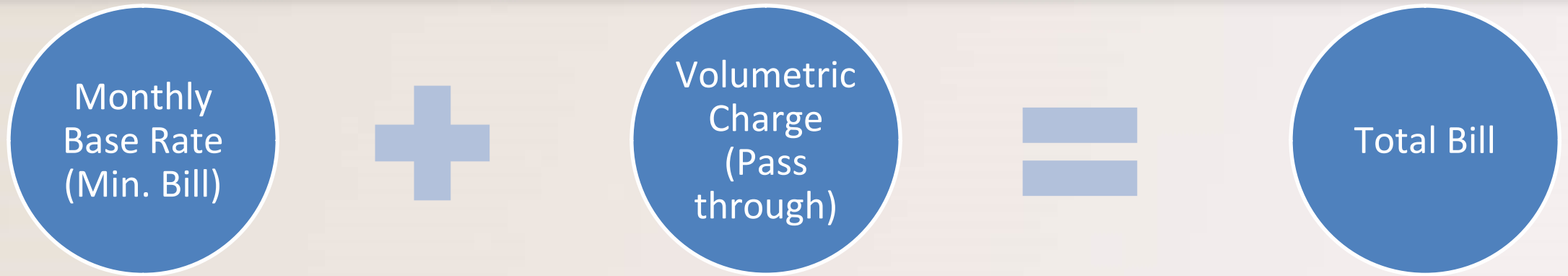
 - ✓ Volumetric rates are set to pass through the costs charged by the Trinity River Authority (TRA).

➤ **Ordinance O-17-2031:**

- ☐ Approved on September 19, 2017

- ☐ Established the Capital Improvement Plan (CIP) base rate to fund future capital projects.

Rate Breakdown



- Fixed monthly charges calculated based on the amount of revenue necessary to recover the City's operating costs.
 - ✓ Water Base Rate
 - ✓ Wastewater Base Rate
 - ✓ Capital Improvement Plan (CIP) Rate

➤ Effective Date: October 1

- TRA bills Colleyville for water and wastewater treatment.
 - ✓ WATER: Based on volume of treated water purchased
 - ✓ WASTEWATER: Based on volume of wastewater treated
 - ✓ DEBT SERVICE: Based on Colleyville's proportional share of water use within the Tarrant County Water Supply Project and proportional share of wastewater flows for Central Regional Wastewater System

➤ Effective Date: December 1

- Colleyville bills customers:
 - ✓ A base rate to recover the operating costs.
 - ✓ A volumetric rate based on projected payments to TRA

- Base rates are fixed monthly charges that are calculated based on the amount of revenue necessary to recover the City's operating costs.
- The base rate is driven by:
 - ☐ The utility fund's budget (excluding projected payments to TRA)
 - ☐ The number of utility customers

Proposed Base Rates



FY 2019 Consideration:

- Use savings/difference from lower water and wastewater base rates to increase the CIP funding component of the rate structure
- Align CIP base rate with AWWA meter equivalency ratios

FY2018 Rates				
Meter Size	Water	Wastewater	CIP	Total
1" Meter	\$13.76	\$11.22	\$1.57	\$26.55
1.5" Meter	\$27.52	\$11.22	\$1.81	\$40.55
2" Meter	\$44.04	\$11.22	\$2.10	\$57.36
3" Meter	\$82.57	\$11.22	\$2.79	\$96.58
4" Meter	\$137.61	\$11.22	\$3.77	\$152.60

Proposed FY2019 Rates				
Meter Size	Water	Wastewater	CIP	Total
1" Meter	\$13.48	\$10.78	\$2.29	\$26.55
1.5" Meter	\$26.96	\$10.78	\$4.58	\$42.32
2" Meter	\$43.14	\$10.78	\$7.33	\$61.25
3" Meter	\$80.89	\$10.78	\$13.74	\$105.41
4" Meter	\$134.82	\$10.78	\$22.90	\$168.50

BASE RATE CHANGES	
Amount	# of Accounts
\$ 0.00	9,746
\$ 1.77	132
\$ 3.89	226
\$ 8.83	11
\$15.90	3

Note: rates shown are for in-city customers; wastewater rate is for residential customers

Questions and Discussion

ORDINANCE O-18-2061

AMENDING SECTION 3 – SERVICE CHARGES OF THE WATER AND SEWER POLICY AND PROCEDURE MANUAL OF THE CITY OF COLLEYVILLE, AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, water and wastewater base rates are set to recover the City’s annual operating costs for the utility system; and

WHEREAS, the Fiscal Year 2019 Utility Fund operating budget has been proposed and the required base rates to fund said budget have been calculated; and

WHEREAS, the City Council desires to maintain base rates in total, for the 1” or less meter users, by lowering the water base rate, lowering the wastewater base rate, and increasing the base rate for funding of utility capital projects; and

WHEREAS, the City Council desires to reflect the American Water Works Association meter equivalency ratios for the utility capital projects rate for meters larger than 1”.

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

Sec. 1. THAT Section 3 – Service Charges of the Water and Sewer Policy and Procedure Manual of Colleyville, Texas, which is “Appendix A” of the Colleyville Code be replaced in its entirety to read as follows:

Sec. A. - Water rates.

The following base and volumetric charges shall apply to residential and non-residential water customers. Base charges for non-residential customers shall be \$4.00 higher than the charge for residential customers.

Base charge per month for in-city customers:	
Water meters 1 inch or less	\$13.48
Water meters of 1.5 inches	\$26.96

Water meters of 2 inches	\$43.14
Water meters of 3 inches	\$80.89
Water meters of 4 inches	\$134.82
Base charge per month for out-of-city customers:	
Water meters 1 inch or less	\$17.48
Water meters of 1.5 inches	\$30.96
Water meters of 2 inches	\$46.14
Water meters of 3 inches	\$80.89
Water meters of 4 inches	\$134.82
Volumetric charge per 1,000 gallons	\$4.17

Rates for fire hydrant meters:

The use of fire hydrant meters shall only be allowed within the Colleyville city limits. The use of the fire hydrant meters shall be limited to a period of no more than 90 cumulative calendar days. Under special conditions, a customer may submit a written request to the public works department for use of a fire hydrant meter for a period longer than 90 cumulative calendar days, subject to public works director approval. In considering special condition(s), the public works director shall not consider requests which are necessary to relieve a self-created or personal hardship, failure of performance by a contractor, nor for financial reasons. In considering the customer request, the public works director shall solicit the recommendation of the fire chief and fire marshal in consideration of the request. Further, the public works director shall consider alternative means available to the customer. If special condition(s) are approved by the public works director, in no case shall the meter be used for more than an additional 30 calendar days. The public works director may provide a written ruling within 15 working days of receipt of the customer's written request.

In the event a request for special condition(s) is denied by the public works director, customer shall, within 14 calendar days, make written appeal to the city manager of the public works director's decision. The city manager shall render a written decision within 30 working days of receipt of the customer's appeal. Such decision by the city manager shall be final and not appealable to the city council.

For purposes of this section, written communication shall be considered communication, which is deposited with the United States Postal Service for delivery.

The user must submit in writing, the location of where the meter will be used and such meter shall be used exclusively at the location on record with the city. For purposes of this section, the use of a meter shall be allowed cumulatively for only one location within an individual subdivision and/or development.

For a period of 90 cumulative calendar days after a meter is returned and read by the city, a user shall not be permitted to check out another meter for use at the same designated location, as defined herein.

The monthly base charge for a fire hydrant meter shall be \$50.00. Water usage for a fire hydrant meter shall be charged at a rate of \$4.17 per 1,000 gallons of water used.

The customer shall be in possession of and responsible for the meter. The customer will be responsible for bringing the meter to the public works service center by the 20th of each month for reading. The customer is required to use a proper fire hydrant wrench for operation of the fire hydrant. The customer shall be responsible for any damage and repair, as reasonably determined by the city, to the fire hydrant or the fire hydrant meter by the use of a temporary water meter.

The customer will be required to provide for any backflow device necessary to meet the current city ordinance for protection of the city's drinking water supply.

The City of Colleyville, Tarrant County, and Texas Department of Transportation (TxDOT) shall be exempt from the provisions of this policy.

Sec. B. - Sewer rates.

This schedule of rates per month or fraction thereof shall be the basis for determining charges to all customers for rendering sanitary sewage service, where the sewage produced by such customer is a normal strength wastewater (170 mg/l BOD and 260 mg/l suspended solids) and where such

customer is located within the City of Colleyville. The base charge for non-residential customers shall be \$6.00 higher than the charge for residential customers.

A base charge per month shall be charged as follows:	
Residential customers	\$10.78
Non-residential customers	\$16.78

A monthly sewer volume charge shall also be charged to all customers as set forth hereinafter. The sewer volume charge for residential customers will be based upon the individual customer's average monthly water use during the months of December, January and February. Where no preceding winter quarter average is available from records, a volume of 9,000 gallons shall be used for this volume charge.

The monthly sewer volume charges to commercial and industrial class customers will be based on total water use each month as measured by appropriate meters, with the provision that if a customer can show to the satisfaction of the public works director that a significant portion of the metered water usage does not enter the sanitary sewers, the customer will be charged for only that volume entering the sewers, as determined by a method approved by the director of public works.

Volumetric rate per 1,000 gallons:	\$2.31
------------------------------------	--------

Sec. C. – Capital Projects rates.

The following base charges shall apply to residential and non-residential customers to provide funding for utility capital projects necessary to maintain the utility system:

Base charge per month for in-city and out-of-city customers:	
Water meters 1 inch or less	\$2.29
Water meters of 1.5 inches	\$4.58
Water meters of 2 inches	\$7.33
Water meters of 3 inches	\$13.74
Water meters of 4 inches	\$22.90

Sec. D. – Billing; delinquent penalty.

All charges for services furnished or rendered by the City of Colleyville Utility Department are due and payable on the date bill is received. If payment is not received within sixteen days of the billing date a (10%) penalty will be imposed for failure to pay by the due date of the bill.

In the event the meter is not delivered to the city for reading, a penalty fee would be imposed as follows:

\$100.00	1 st missed reading
200.00	2 nd missed reading
300.00	3 rd missed reading

After the third missed reading, the security deposit will be forfeited and the City of Colleyville will revoke the use of the fire hydrant meter.

Sec. E. – Discontinuance of service, notice; reconnection fee.

1. In the event that any month's charges remain delinquent and unpaid at the time of a subsequent billing's due date, the user or customer shall receive a cut-off notice which will be mailed no later than two working days after the subsequent billing's due date. Services will be disconnected if any arrearages over 30 days are not paid within six working days of the cut-off notice. Where service has been discontinued for failure to pay for service rendered, a charge of \$25.00 shall be made

for each meter disconnected before said service shall be restored. In the event the customer requests reconnection at hours other than 8:00 a.m. to 4:30 p.m., said reconnect fee shall be increased to \$75.00.

Sec. 2. THAT the effective date of this ordinance shall be for the bills sent out starting October 1, 2018.

AND IT IS SO ORDERED.

The first reading and public hearing being conducted on the 4th day of September 2018.

The second reading and public hearing being conducted on the 18th day of September 2018.

APPROVED BY A VOTE OF ____ AYES, ____ NAYS, AND ____ ABSTENTIONS ON THIS THE 18TH DAY OF SEPTEMBER 2018.

Mayor Richard Newton	_____	Mayor Pro Tem Bobby Lindamood	_____
Place 1, Tammy Nakamura	_____	Place 5, Chuck Kelley	_____
Place 3, Kathy Wheat	_____	Place 6, Callie Rigney	_____
Place 4, George Dodson	_____		

ATTEST:

CITY OF COLLEYVILLE

Christine Loven, TRMC
City Secretary

Richard Newton
Mayor

APPROVED AS TO FORM AND LEGALITY:

Whitt L. Wyatt
City Attorney



City of Colleyville City Council Agenda Briefing

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

Agenda Number 7a

Agenda Date 09/18/2018

Number Resolution R-18-4306

Type Resolution

Department City Manager

Title

Approving a negotiated settlement between the Atmos Cities Steering Committee and Atmos Energy Corp. Mid-Tex Division regarding the Company's 2018 Rate Review Mechanism Filings and adopting tariffs reflecting rate adjustments consistent with the negotiated settlement

Strategic Plan

1.4 Communicate thoroughly and strategically

Explanation

Reading and Public Hearing

The City, along with 171 other Mid-Texas Cities Served by Atmos Energy Corporation, Mid-Tex Division, is a member of the Steering Committee of Cities Served by Atmos (ACSC). In 2007, the Cities and Atmos Mid-Tex settled a rate application filed by the Company pursuant to Section 104.301 of the Texas Utilities Code for an interim rate adjustment commonly referred to as a GRIP filing (arising out of the Gas Reliability Infrastructure Program legislation). That settlement created a substitute rate review process, referred to as Rate Review Mechanism ("RRM"), as a substitute for future filings under the GRIP statute. The Legislature's GRIP process allowed gas utilities to receive annual rate increases associated with capital investments. The RRM process has proven to result in a more efficient and less costly (both from a consumer rate impact perspective and from a ratemaking perspective) than the GRIP process. Since 2007, there have been several modifications to the original RRM Tariff with the most recent being adopted in March 2018.

2018 RRM Filing

On or about April 1, 2018, Atmos filed a rate request pursuant to the RRM Tariff adopted by ACSC members. Atmos claimed that its cost-of-service in a test year ending December 31, 2017, entitled it to additional system-wide revenues of \$42.0 million. Application of the standards set forth in ACSC's RRM Tariff required Atmos to reduce its request to \$27.4 million. After review of ACSC's consultants' report, Atmos offered to settle for a system-wide increase of \$25.9 million. Following further negotiations, ACSC's Executive Committee agreed to recommend a system-wide rate increase of \$24.9 million. That increase when allocated to ACSC members results in an increase of \$17.8 million. The Effective Date for new rates is October 1, 2018.

Financial Impact

Given the fact that ACSC demanded that Atmos reflect reduced federal income taxes in its cost-of-service, as reflected in the RRM Tariff adopted earlier this year, Atmos reduced its rates in March. The rate increase associated with this Resolution is largely offset by the lowered federal income tax rates, such that out-of-pocket expense to consumers should be roughly the same under new rates as what was experienced by consumers last winter.

Recommendation

Approve

Attachments

1. Resolution R-18-4306

RESOLUTION R-18-4306

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COLLEYVILLE, TEXAS, APPROVING A NEGOTIATED SETTLEMENT BETWEEN THE ATMOS CITIES STEERING COMMITTEE (“ACSC”) AND ATMOS ENERGY CORP., MID-TEX DIVISION REGARDING THE COMPANY’S 2018 RATE REVIEW MECHANISM FILINGS; DECLARING EXISTING RATES TO BE UNREASONABLE; ADOPTING TARIFFS THAT REFLECT RATE ADJUSTMENTS CONSISTENT WITH THE NEGOTIATED SETTLEMENT; FINDING THE RATES TO BE SET BY THE ATTACHED SETTLEMENT TARIFFS TO BE JUST AND REASONABLE AND IN THE PUBLIC INTEREST; APPROVING AN ATTACHED EXHIBIT ESTABLISHING A BENCHMARK FOR PENSIONS AND RETIREE MEDICAL BENEFITS; APPROVING AN ATTACHED EXHIBIT REGARDING AMORTIZATION OF REGULATORY LIABILITY; REQUIRING THE COMPANY TO REIMBURSE ACSC’S REASONABLE RATEMAKING EXPENSES; DETERMINING THAT THIS RESOLUTION WAS PASSED IN ACCORDANCE WITH THE REQUIREMENTS OF THE TEXAS OPEN MEETINGS ACT; ADOPTING A SAVINGS CLAUSE; DECLARING AN EFFECTIVE DATE; AND REQUIRING DELIVERY OF THIS RESOLUTION TO THE COMPANY AND THE ACSC’S LEGAL COUNSEL

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

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

WHEREAS, on or about April 1, 2018, Atmos Mid-Tex filed its 2018 RRM rate request; and

WHEREAS, ACSC coordinated its review of the Atmos Mid-Tex 2018 RRM filing through its Executive Committee, assisted by ACSC’s attorneys and consultants, to resolve issues identified in the Company’s RRM filing; and

WHEREAS, the Executive Committee, as well as ACSC’s counsel and consultants, recommend that ACSC Cities approve an increase in base rates for Atmos Mid-Tex of \$24.9 million on a system-wide basis (\$17.8 million of which is applicable to ACSC members); and

WHEREAS, the attached tariffs (Exhibit A) implementing new rates are consistent with the recommendation of the ACSC Executive

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

WHEREAS, the Exhibit A rate tariffs incorporate the federal income tax rates that became effective January 1, 2018; and

WHEREAS, the settlement agreement sets a new benchmark for pensions and retiree medical benefits (Exhibit B); and

WHEREAS, the settlement agreement establishes an amortization schedule for regulatory liability (Exhibit C); and

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

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

- Sec. 1. THAT the findings set forth in this Resolution are hereby in all things approved.
- Sec. 2. THAT the City Council finds that the settled amount of an increase in revenues of \$24.9 million on a system-wide basis represents a comprehensive settlement of gas utility rate issues affecting the rates, operations, and services offered by Atmos Mid-Tex within the municipal limits arising from Atmos Mid-Tex's 2018 RRM filing, is in the public interest, and is consistent with the City's authority under Section 103.001 of the Texas Utilities Code.
- Sec. 3. THAT the existing rates for natural gas service provided by Atmos Mid-Tex are unreasonable. The new tariffs attached hereto and incorporated herein as Exhibit A, are just and reasonable, and are designed to allow Atmos Mid-Tex to recover annually an additional \$24.9 million in revenue on a system-wide basis over the amount allowed under currently approved rates. Such tariffs are hereby adopted.
- Sec. 4. THAT the ratemaking treatment for pensions and retiree medical benefits in Atmos Mid-Tex's next RRM filing shall be as set forth in Exhibit B, attached hereto and incorporated herein.
- Sec. 5. THAT amortization of regulatory liability shall be consistent with the schedule found in Exhibit C, attached hereto and incorporated herein.

- Sec. 6. THAT Atmos Mid-Tex shall reimburse the reasonable ratemaking expenses of the ACSC in processing the Company's 2018 RRM filing.
- Sec. 7. THAT to the extent any resolution or ordinance previously adopted by the Council is inconsistent with this Resolution, and it is hereby repealed.
- Sec. 8. THAT if any one or more sections or clauses of this Resolution is adjudged to be unconstitutional or invalid, such judgment shall not affect, impair, or invalidate the remaining provisions of this Resolution, and the remaining provisions of the Resolution shall be interpreted as if the offending section or clause never existed.
- Sec. 9. THAT consistent with the City Ordinance that established the RRM process, this Resolution shall become effective from and after its passage with rates authorized by the attached tariffs to be effective for bills rendered on or after October 1, 2018.

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF ___ AYES, ___ NAYS, AND ___ ABSTENTIONS ON THIS THE 18TH DAY OF SEPTEMBER 2018.

Mayor Richard Newton	_____	Mayor Pro Tem Bobby Lindamood	_____
Place 1, Tammy Nakamura	_____	Place 5, Chuck Kelley	_____
Place 3, Kathy Wheat	_____	Place 6, Callie Rigney	_____
Place 4, George Dodson	_____		

ATTEST:

CITY OF COLLEYVILLE

Christine Loven, TRMC
City Secretary

Richard Newton
Mayor

APPROVED AS TO FORM AND LEGALITY:

Whitt L. Wyatt
City Attorney

Exhibit A

Rate Tariffs Effective
October 1, 2018

**MID-TEX DIVISION
ATMOS ENERGY CORPORATION**

RRC Tariff No:

RATE SCHEDULE:	R – RESIDENTIAL SALES	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION EXCEPT THE CITY OF DALLAS AND UNINCORPORATED AREAS	
EFFECTIVE DATE:	Bills Rendered on or after 10/01/2018	PAGE: 12

Application

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

Type of Service

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

Monthly Rate

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

Charge	Amount
Customer Charge per Bill	\$ 18.85 per month
Rider CEE Surcharge	\$ 0.03 per month ¹
Total Customer Charge	\$ 18.88 per month
Commodity Charge – All <u>Ccf</u>	\$0.14846 per Ccf

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

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

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

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

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

Agreement

An Agreement for Gas Service may be required.

Notice

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

¹Reference Rider CEE - Conservation and Energy Efficiency as approved in GUD 10170. Surcharge billing effective July 1, 2018.

**MID-TEX DIVISION
ATMOS ENERGY CORPORATION**

RRC Tariff No:

RATE SCHEDULE:	C – COMMERCIAL SALES	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION EXCEPT THE CITY OF DALLAS AND UNINCORPORATED AREAS	
EFFECTIVE DATE:	Bills Rendered on or after 10/01/2018	PAGE: 13

Application

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

Type of Service

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

Monthly Rate

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

Charge	Amount
Customer Charge per Bill	\$ 43.50 per month
Rider CEE Surcharge	\$ (0.03) per month ¹
Total Customer Charge	\$ 43.47 per month
Commodity Charge – All Ccf	\$ 0.09165 per Ccf

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

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

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

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

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

Agreement

An Agreement for Gas Service may be required.

Notice

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

¹ Reference Rider CEE - Conservation and Energy Efficiency as approved in GUD 10170. Surcharge billing effective July 1, 2018.

**MID-TEX DIVISION
ATMOS ENERGY CORPORATION**

RRC Tariff No:

RATE SCHEDULE:	I – INDUSTRIAL SALES	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION EXCEPT THE CITY OF DALLAS AND UNINCORPORATED AREAS	
EFFECTIVE DATE:	Bills Rendered on or after 10/01/2018	PAGE: 14

Application

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

Type of Service

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

Monthly Rate

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

Charge	Amount
Customer Charge per Meter	\$ 784.00 per month
First 0 MMBtu to 1,500 MMBtu	\$ 0.3312 per MMBtu
Next 3,500 MMBtu	\$ 0.2425 per MMBtu
All MMBtu over 5,000 MMBtu	\$ 0.0520 per MMBtu

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

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

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

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

Curtailment Overpull Fee

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

Replacement Index

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

**MID-TEX DIVISION
ATMOS ENERGY CORPORATION****RRC Tariff No:**

RATE SCHEDULE:	I – INDUSTRIAL SALES	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION EXCEPT THE CITY OF DALLAS AND UNINCORPORATED AREAS	
EFFECTIVE DATE:	Bills Rendered on or after 10/01/2018	PAGE: 15

Agreement

An Agreement for Gas Service may be required.

Notice

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

Special Conditions

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

**MID-TEX DIVISION
ATMOS ENERGY CORPORATION**

RRC Tariff No:

RATE SCHEDULE:	I – INDUSTRIAL SALES	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION EXCEPT THE CITY OF DALLAS AND UNINCORPORATED AREAS	
EFFECTIVE DATE:	Bills Rendered on or after 10/01/2018	PAGE: 16

Exhibit A

The rates were effective for the following Cities on 3/15/2018:

ABILENE	DENISON	KILLEEN
ADDISON	DENTON	KRUM
ALBANY	DESOTO	LAKE WORTH
ALLEN	DRAPER AKA CORRAL CITY	LAKESIDE
ALVARADO	DUNCANVILLE	LEWISVILLE
ANGUS	EASTLAND	LINCOLN PARK (ANNEXED WITH LITTLE ELM)
ANNA	EDGECLIFF VILLAGE	LITTLE ELM
ARGYLE	EMORY	LORENA
ARLINGTON	ENNIS	MADISONVILLE
AUBREY	EULESS	MALAKOFF
AZLE	EVERMAN	MANSFIELD
BEDFORD	FAIRVIEW	MCKINNEY
BELLMEAD	FARMERS BRANCH	MELISSA
BENBROOK	FARMERSVILLE	MESQUITE
BEVERLY HILLS	FATE	MIDLOTHIAN
BLOSSOM	FLOWER MOUND	MURPHY
BLUE RIDGE	FOREST HILL	NEWARK
BOWIE	FORNEY	NOCONA
BOYD	FORT WORTH	NORTH RICHLAND HILLS
BRIDGEPORT	FRISCO	NORTHLAKE
BROWNWOOD	FROST	OAK LEAF
BUFFALO	GAINSVILLE	OVILLA
BURKBURNETT	GARLAND	PALESTINE
BURLESON	GARRETT	PANTEGO
CADDO MILLS	GRAND PARAIRIE	PARIS
CANTON	GRAPEVINE	PARKER
CARROLLTON	GUNTER	PECAN HILL
CEDAR HILL	HALTOM CITY	PETROLIA
CELESTE	HARKER HEIGHTS	PLANO
CELINA	HASKELL	PONDER
CENTERVILLE	HASLET	POTTSBORO
CISCO	HEWITT	PROSPER
CLARKSVILLE	HIGHLAND PARK	QUITMAN
CLEBURNE	HIGHLAND VILLAGE	RED OAK
CLYDE	HONEY GROVE	RENO (PARKER COUNTY)
COLLEGE STATION	HURST	RHOME
COLLEYVILLE	IOWA PARK	RICHARDSON
COLORADO CITY	IRVING	RICHLAND
COMANCHE	JUSTIN	RICHLAND HILLS
COOLIDGE	KAUFMAN	RIVER OAKS
COPPELL	KEENE	ROANOKE
CORINTH	KELLER	ROBINSON
CRANDALL	KEMP	ROCKWALL
CROWLEY	KENNEDALE	ROSCOE
DALWORTHINGTON GARDENS	KERRVILLE	ROWLETT

**MID-TEX DIVISION
ATMOS ENERGY CORPORATION**

RRC Tariff No:

RATE SCHEDULE:	I – INDUSTRIAL SALES	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION EXCEPT THE CITY OF DALLAS AND UNINCORPORATED AREAS	
EFFECTIVE DATE:	Bills Rendered on or after 10/01/2018	PAGE: 17

Cities with Rate Effective 3/15/2018 (Continued)

ROYSE CITY	SULPHUR SPRINGS	WATAUGA
SACHSE	SWEETWATER	WAXAHACHIE
SAGINAW	TEMPLE	WESTLAKE
SANSOM PARK	TERRELL	WESTOVER HILLS
SEAGOVILLE	THE COLONY	WHITE SETTLEMENT
SHERMAN	TROPHY CLUB	WHITESBORO
SNYDER	TYLER	WICHITA FALLS
SOUTHLAKE	UNIVERSITY PARK	WOODWAY
SPRINGTOWN	VENUS	WYLIE
STAMFORD	VERNON	
STEPHENVILLE	WACO	

The rates were effective for the following Cities on 4/01/2018:

ABBOTT	BRUCEVILLE-EDDY	DEPORT
ALBA	BRYAN	DETROIT
ALMA	BUCKHOLTS	DODD CITY
ALVORD	BUFFALO GAP	DOUBLE OAK
ANNONA	BURNET	DUBLIN
ANSON	BYERS	EARLY
ARCHER CITY	CALDWELL	ECTOR
ATHENS	CALVERT	EDOM
AURORA	CAMERON	ELECTRA
AUSTIN	CAMPBELL	EMHOUSE
AVERY	CARBON	EUSTACE
BAIRD	CASHION COMMUNITY	EVANT
BALCH SPRINGS	CEDAR PARK	FAIRFIELD
BALLINGER	CHANDLER	FERRIS
BANDERA	CHICO	FRANKLIN
BANGS	CHILDRESS	FRANKSTON
BARDWELL	CHILLICOTHE	FREDERICKSBURG
BARRY	CLIFTON	GATESVILLE
BARTLETT	COCKRELL HILL	GEORGETOWN
BARTONVILLE	COLEMAN	GLEN ROSE
BELLEVUE	COLLINSVILLE	GLENN HEIGHTS
BELLS	COMMERCE	GODLEY
BELTON	COMO	GOLDTHWAITE
BENJAMIN	COOPER	GOODLOW
BERTRAM	COPPER CANYON	GORDON
BLACKWELL	COPPERAS COVE	GOREE
BLANKET	CORSICANA	GORMAN
BLOOMING GROVE	COVINGTON	GRANBURY
BLUE MOUND	COYOTE FLATS	GRANDVIEW
BLUM	CRAWFORD	GRANGER
BOGATA	CROSS ROADS	GREENVILLE
BONHAM	CUMBY	GROESBECK
BREMOND	DAWSON	GUSTINE
BRONTE	DECATUR	HAMLIN
BROWNSBORO	DELEON	HAMILTON

**MID-TEX DIVISION
ATMOS ENERGY CORPORATION**

RRC Tariff No:

RATE SCHEDULE:	I – INDUSTRIAL SALES	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION EXCEPT THE CITY OF DALLAS AND UNINCORPORATED AREAS	
EFFECTIVE DATE:	Bills Rendered on or after 10/01/2018	PAGE: 18

Cities with Rate Effective 4/01/2018 (Continued)

HAWLEY	MALONE	RANGER
HEARNE	MANOR	RAVENNA
HEATH	MARBLE FALLS	RENO (LAMAR COUNTY)
HEBRON	MARLIN	RETREAT
HENRIETTA	MART	RICE
HICKORY CREEK	MAYPEARL	RIESEL
HICO	MCGREGOR	RIO VISTA
HILLSBORO	MCLENDON-CHISHOLM	ROBERT LEE
HOLLAND	MEGARGEL	ROBY
HOLLIDAY	MERIDIAN	ROCHESTER
HOWE	MERKEL	ROCKDALE
HUBBARD	MEXIA	ROGERS
HUTCHINS	MIDWAY	ROSEBUD
HUTTO	MILES	ROSS
IMPACT	MILFORD	ROTAN
IREDELL	MILLSAP	ROUND ROCK
ITALY	MOBILE CITY	ROXTON
ITASCA	MOODY	RULE
JEWETT	MORAN	RUNAWAY BAY
JOSEPHINE	MORGAN	SADLER
JOSHUA	MUENSTER	SAINT JO
KERENS	MUNDAY	SAN ANGELO
KNOLLWOOD	MURCHISON	SAN SABA
KNOX CITY	NEVADA	SANCTUARY
KOSSE	NEW CHAPEL HILL	SANGER
KURTEN	NEWCASTLE	SANTA ANNA
LACY-LAKEVIEW	NOLANVILLE	SAVOY
LADONIA	NORMANGEE	SCURRY
LAKE DALLAS	NOVICE	SEYMOUR
LAKEPORT	OAK POINT	SHADY SHORES
LAMPASAS	OAKWOOD	SOMERVILLE
LANCASTER	O'BRIEN CO-OP GIN	SOUTH MOUNTAIN
LAVON	OGLESBY	SOUTHMAYD
LAWN	OLNEY	STAR HARBOR
LEANDER	PALMER	STOCKTON BEND
LEONA	PARADISE	STRAWN
LEONARD	PECAN GAP	STREETMAN
LEXINGTON	PENELOPE	SUN VALLEY
LINDSAY	PFLUGERVILLE	SUNNYVALE
LIPAN	PILOT POINT	TALTY
LITTLE RIVER ACADEMY	PLEASANT VALLEY	TAYLOR
LLANO	POINT	TEAGUE
LOMETA	POST OAK BEND	TEHUACANA
LONE OAK	POWELL	THORNDALE
LONGVIEW	POYNOR	THORNTON
LORAIN	PRINCETON	THRALL
LOTT	PUTNAM	THROCKMORTON
LUEDERS	QUANAH	TIOGA
MABANK	QUINLAN	TOCO

MID-TEX DIVISION
ATMOS ENERGY CORPORATION

RRC Tariff No:

RATE SCHEDULE:	I – INDUSTRIAL SALES	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION EXCEPT THE CITY OF DALLAS AND UNINCORPORATED AREAS	
EFFECTIVE DATE:	Bills Rendered on or after 10/01/2018	PAGE: 19

Cities with Rate Effective 4/01/2018 (Continued)

TOM BEAN
TRENT
TRENTON
TRINIDAD
TROY
TUSCOLA
TYE
VALLEY MILLS

VALLEY VIEW
VAN ALSTYNE
WALNUT SPRINGS
WEINERT
WEST
WESTWORTH VILLAGE
WHITEHOUSE
WHITEWRIGHT

WHITNEY
WILMER
WINDOM
WINTERS
WIXON VALLEY
WOLFE CITY
WORTHAM
YANTIS

**MID-TEX DIVISION
ATMOS ENERGY CORPORATION**

RRC Tariff No:

RATE SCHEDULE:	T – TRANSPORTATION	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION EXCEPT THE CITY OF DALLAS AND UNINCORPORATED AREAS	
EFFECTIVE DATE:	Bills Rendered on or after 10/01/2018	PAGE: 16

Application

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

Type of Service

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

Monthly Rate

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

Charge	Amount
Customer Charge per Meter	\$ 784.00 per month
First 0 MMBtu to 1,500 MMBtu	\$ 0.3312 per MMBtu
Next 3,500 MMBtu	\$ 0.2425 per MMBtu
All MMBtu over 5,000 MMBtu	\$ 0.0520 per MMBtu

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

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

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

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

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

Imbalance Fees

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

Monthly Imbalance Fees

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

**MID-TEX DIVISION
ATMOS ENERGY CORPORATION**

RRC Tariff No:

RATE SCHEDULE:	T – TRANSPORTATION	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION EXCEPT THE CITY OF DALLAS AND UNINCORPORATED AREAS	
EFFECTIVE DATE:	Bills Rendered on or after 10/01/2018	PAGE: 17

Curtailment Overpull Fee

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

Replacement Index

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

Agreement

A transportation agreement is required.

Notice

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

Special Conditions

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

**MID-TEX DIVISION
ATMOS ENERGY CORPORATION**

RRC Tariff No:

RATE SCHEDULE:	T – TRANSPORTATION	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION EXCEPT THE CITY OF DALLAS AND UNINCORPORATED AREAS	
EFFECTIVE DATE:	Bills Rendered on or after 10/01/2018	PAGE: 18

Exhibit A

The rates were effective for the following Cities on 3/15/2018:

ABILENE	DENISON	KILLEEN
ADDISON	DENTON	KRUM
ALBANY	DESOTO	LAKE WORTH
ALLEN	DRAPER AKA CORRAL CITY	LAKESIDE
ALVARADO	DUNCANVILLE	LEWISVILLE
ANGUS	EASTLAND	LINCOLN PARK (ANNEXED WITH LITTLE ELM)
ANNA	EDGECLIFF VILLAGE	LITTLE ELM
ARGYLE	EMORY	LORENA
ARLINGTON	ENNIS	MADISONVILLE
AUBREY	EULESS	MALAKOFF
AZLE	EVERMAN	MANSFIELD
BEDFORD	FAIRVIEW	MCKINNEY
BELLMEAD	FARMERS BRANCH	MELISSA
BENBROOK	FARMERSVILLE	MESQUITE
BEVERLY HILLS	FATE	MIDLOTHIAN
BLOSSOM	FLOWER MOUND	MURPHY
BLUE RIDGE	FOREST HILL	NEWARK
BOWIE	FORNEY	NOCONA
BOYD	FORT WORTH	NORTH RICHLAND HILLS
BRIDGEPORT	FRISCO	NORTHLAKE
BROWNWOOD	FROST	OAK LEAF
BUFFALO	GAINSVILLE	OVILLA
BURKBURNETT	GARLAND	PALESTINE
BURLESON	GARRETT	PANTEGO
CADDO MILLS	GRAND PARAIRIE	PARIS
CANTON	GRAPEVINE	PARKER
CARROLLTON	GUNTER	PECAN HILL
CEDAR HILL	HALTOM CITY	PETROLIA
CELESTE	HARKER HEIGHTS	PLANO
CELINA	HASKELL	PONDER
CENTERVILLE	HASLET	POTTSBORO
CISCO	HEWITT	PROSPER
CLARKSVILLE	HIGHLAND PARK	QUITMAN
CLEBURNE	HIGHLAND VILLAGE	RED OAK
CLYDE	HONEY GROVE	RENO (PARKER COUNTY)
COLLEGE STATION	HURST	RHOME
COLLEYVILLE	IOWA PARK	RICHARDSON
COLORADO CITY	IRVING	RICHLAND
COMANCHE	JUSTIN	RICHLAND HILLS
COOLIDGE	KAUFMAN	RIVER OAKS
COPPELL	KEENE	ROANOKE
CORINTH	KELLER	ROBINSON
CRANDALL	KEMP	ROCKWALL
CROWLEY	KENNEDALE	ROSCOE
DALWORTHINGTON GARDENS	KERRVILLE	ROWLETT

**MID-TEX DIVISION
ATMOS ENERGY CORPORATION**

RRC Tariff No:

RATE SCHEDULE:	T – TRANSPORTATION	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION EXCEPT THE CITY OF DALLAS AND UNINCORPORATED AREAS	
EFFECTIVE DATE:	Bills Rendered on or after 10/01/2018	PAGE: 19

Cities with Rate Effective 3/15/2018 (Continued)

ROYSE CITY	SULPHUR SPRINGS	WATAUGA
SACHSE	SWEETWATER	WAXAHACHIE
SAGINAW	TEMPLE	WESTLAKE
SANSOM PARK	TERRELL	WESTOVER HILLS
SEAGOVILLE	THE COLONY	WHITE SETTLEMENT
SHERMAN	TROPHY CLUB	WHITESBORO
SNYDER	TYLER	WICHITA FALLS
SOUTHLAKE	UNIVERSITY PARK	WOODWAY
SPRINGTOWN	VENUS	WYLIE
STAMFORD	VERNON	
STEPHENVILLE	WACO	

The rates were effective for the following Cities on 4/01/2018:

ABBOTT	BRUCEVILLE-EDDY	DEPORT
ALBA	BRYAN	DETROIT
ALMA	BUCKHOLTS	DODD CITY
ALVORD	BUFFALO GAP	DOUBLE OAK
ANNONA	BURNET	DUBLIN
ANSON	BYERS	EARLY
ARCHER CITY	CALDWELL	ECTOR
ATHENS	CALVERT	EDOM
AURORA	CAMERON	ELECTRA
AUSTIN	CAMPBELL	EMHOUSE
AVERY	CARBON	EUSTACE
BAIRD	CASHION COMMUNITY	EVANT
BALCH SPRINGS	CEDAR PARK	FAIRFIELD
BALLINGER	CHANDLER	FERRIS
BANDERA	CHICO	FRANKLIN
BANGS	CHILDRESS	FRANKSTON
BARDWELL	CHILlicothe	FREDERICKSBURG
BARRY	CLIFTON	GATESVILLE
BARTLETT	COCKRELL HILL	GEORGETOWN
BARTONVILLE	COLEMAN	GLEN ROSE
BELLEVUE	COLLINSVILLE	GLENN HEIGHTS
BELLS	COMMERCE	GODLEY
BELTON	COMO	GOLDTHWAITE
BENJAMIN	COOPER	GOODLOW
BERTRAM	COPPER CANYON	GORDON
BLACKWELL	COPPERAS COVE	GOREE
BLANKET	CORSICANA	GORMAN
BLOOMING GROVE	COVINGTON	GRANBURY
BLUE MOUND	COYOTE FLATS	GRANDVIEW
BLUM	CRAWFORD	GRANGER
BOGATA	CROSS ROADS	GREENVILLE
BONHAM	CUMBY	GROESBECK
BREMOND	DAWSON	GUSTINE
BRONTE	DECATUR	HAMLIN
BROWNSBORO	DELEON	HAMILTON

**MID-TEX DIVISION
ATMOS ENERGY CORPORATION**

RRC Tariff No:

RATE SCHEDULE:	T – TRANSPORTATION	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION EXCEPT THE CITY OF DALLAS AND UNINCORPORATED AREAS	
EFFECTIVE DATE:	Bills Rendered on or after 10/01/2018	PAGE: 20

Cities with Rate Effective 4/01/2018 (Continued)

HAWLEY	MALONE	RANGER
HEARNE	MANOR	RAVENNA
HEATH	MARBLE FALLS	RENO (LAMAR COUNTY)
HEBRON	MARLIN	RETREAT
HENRIETTA	MART	RICE
HICKORY CREEK	MAYPEARL	RIESEL
HICO	MCGREGOR	RIO VISTA
HILLSBORO	MCLENDON-CHISHOLM	ROBERT LEE
HOLLAND	MEGARGEL	ROBY
HOLLIDAY	MERIDIAN	ROCHESTER
HOWE	MERKEL	ROCKDALE
HUBBARD	MEXIA	ROGERS
HUTCHINS	MIDWAY	ROSEBUD
HUTTO	MILES	ROSS
IMPACT	MILFORD	ROTAN
IREDELL	MILLSAP	ROUND ROCK
ITALY	MOBILE CITY	ROXTON
ITASCA	MOODY	RULE
JEWETT	MORAN	RUNAWAY BAY
JOSEPHINE	MORGAN	SADLER
JOSHUA	MUENSTER	SAINT JO
KERENS	MUNDAY	SAN ANGELO
KNOLLWOOD	MURCHISON	SAN SABA
KNOX CITY	NEVADA	SANCTUARY
KOSSE	NEW CHAPEL HILL	SANGER
KURTEN	NEWCASTLE	SANTA ANNA
LACY-LAKEVIEW	NOLANVILLE	SAVOY
LADONIA	NORMANGEE	SCURRY
LAKE DALLAS	NOVICE	SEYMOUR
LAKEPORT	OAK POINT	SHADY SHORES
LAMPASAS	OAKWOOD	SOMERVILLE
LANCASTER	O'BRIEN CO-OP GIN	SOUTH MOUNTAIN
LAVON	OGLESBY	SOUTHMAYD
LAWN	OLNEY	STAR HARBOR
LEANDER	PALMER	STOCKTON BEND
LEONA	PARADISE	STRAWN
LEONARD	PECAN GAP	STREETMAN
LEXINGTON	PENELOPE	SUN VALLEY
LINDSAY	PFLUGERVILLE	SUNNYVALE
LIPAN	PILOT POINT	TALTY
LITTLE RIVER ACADEMY	PLEASANT VALLEY	TAYLOR
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LOTT	PUTNAM	THROCKMORTON
LUEDERS	QUANAH	TIOGA
MABANK	QUINLAN	TOCO

MID-TEX DIVISION
ATMOS ENERGY CORPORATION

RRC Tariff No:

RATE SCHEDULE:	T – TRANSPORTATION	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION EXCEPT THE CITY OF DALLAS AND UNINCORPORATED AREAS	
EFFECTIVE DATE:	Bills Rendered on or after 10/01/2018	PAGE: 21

Cities with Rate Effective 4/01/2018 (Continued)

TOM BEAN	VALLEY VIEW	WHITNEY
TRENT	VAN ALSTYNE	WILMER
TRENTON	WALNUT SPRINGS	WINDOM
TRINIDAD	WEINERT	WINTERS
TROY	WEST	WIXON VALLEY
TUSCOLA	WESTWORTH VILLAGE	WOLFE CITY
TYE	WHITEHOUSE	WORTHAM
VALLEY MILLS	WHITEWRIGHT	YANTIS

**MID-TEX DIVISION
ATMOS ENERGY CORPORATION**

RIDER:	WNA – WEATHER NORMALIZATION ADJUSTMENT	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION UNDER THE RRM TARIFF	
EFFECTIVE DATE:	Bills Rendered on or after 11/01/2018	PAGE:

Provisions for Adjustment

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

Computation of Weather Normalization Adjustment

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

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

Where

i = any particular Rate Schedule or billing classification within any such particular Rate Schedule that contains more than one billing classification

$WNAF_i$ = Weather Normalization Adjustment Factor for the i^{th} rate schedule or classification expressed in cents per Ccf

R_i = Commodity Charge rate of temperature sensitive sales for the i^{th} schedule or classification.

HSF_i = heat sensitive factor for the i^{th} schedule or classification divided by the average bill count in that class

NDD = billing cycle normal heating degree days calculated as the simple ten-year average of actual heating degree days.

ADD = billing cycle actual heating degree days.

BL_i = base load sales for the i^{th} schedule or classification divided by the average bill count in that class

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

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

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

**MID-TEX DIVISION
ATMOS ENERGY CORPORATION**

RIDER:	WNA – WEATHER NORMALIZATION ADJUSTMENT	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION UNDER THE RRM TARIFF	
EFFECTIVE DATE:	Bills Rendered on or after 11/01/2018	PAGE:

Base Use/Heat Use Factors

Weather Station	<u>Residential</u>		<u>Commercial</u>	
	Base use <u>Ccf</u>	Heat use <u>Ccf/HDD</u>	Base use <u>Ccf</u>	Heat use <u>Ccf/HDD</u>
Abilene	9.77	0.1201	99.33	0.5737
Austin	10.38	0.1493	201.46	0.8942
Dallas	13.17	0.2062	183.71	1.0046
Waco	9.26	0.1323	124.57	0.6398
Wichita Falls	11.62	0.1278	114.97	0.5226

Weather Normalization Adjustment (WNA) Report

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

Exhibit B

Pensions and Retiree Medical Benefits

ATMOS ENERGY CORP., MID-TEX DIVISION
PENSIONS AND RETIREE MEDICAL BENEFITS FOR CITIES APPROVAL
TEST YEAR ENDING DECEMBER 31, 2017

Line No.	Description (a)	Shared Services (b)		Post-Employment Benefit Plan (c)		Pension Account Plan (d)		Mid-Tex Direct Supplemental Executive Benefit Plan (e)		Post-Employment Benefit Plan (f)		Adjustment Total (g)
		Pension Account Plan		Employment Benefit Plan		Pension Account Plan		Supplemental Executive Benefit Plan		Employment Benefit Plan		
1	Fiscal Year 2018 Willis Towers Watson Report, as adjusted	\$ 4,082,906	\$	2,703,898	\$	6,964,307	\$	188,360	\$	3,724,168		
2	Allocation to Mid-Tex	43.55%		43.55%		71.24%		100.00%		71.24%		
	Fiscal Year 2018 Actuarially Determined Benefit Costs (Ln 1 x Ln 2)											
3	O&M and Capital Allocation Factor	\$ 1,778,092	\$	1,177,539	\$	4,961,241	\$	188,360	\$	2,653,027		
4	Fiscal Year 2018 Willis Towers Watson Benefit Costs To Approve	100.00%		100.00%		100.00%		100.00%		100.00%		
5	(Excluding Removed Cost Centers) (Ln 3 x Ln 4)	\$ 1,778,092	\$	1,177,539	\$	4,961,241	\$	188,360	\$	2,653,027	\$	10,758,260
6												
7												
8	Summary of Costs to Approve (1):											
9												
10	O&M Expense Factor (WP_F-2.3, Ln 2)	80.15%		80.15%		40.05%		19.03%		40.05%		
11												
12												
13	Total Pension Account Plan	\$ 1,425,108	\$	943,775	\$	1,987,133	\$				\$	3,412,241
14	Total Post-Employment Benefit Plan										\$	2,006,396
15	Total Supplemental Executive Benefit Plan											35,837
16	Total (Ln 13 + Ln 14 + Ln 15)	\$ 1,425,108	\$	943,775	\$	1,987,133	\$	35,837	\$	1,062,621	\$	5,454,474
17												

Note:

1. Mid-Tex is proposing that the fiscal year 2018 Willis Towers Watson actuarial amounts shown on WP_F-2.3 and WP_F-2.3.1, be approved by the RRM Cities as the benchmark amounts to be used to calculate the regulatory asset or liability for future periods. The Company is requesting that the benchmark amount approved by the RRM Cities for future periods include only the expense amount. The amount attributable to capital would continue to be recorded to utility plant through the overhead process as described in the CAM.

Exhibit C

Amortization of Regulatory Liability

ATMOS ENERGY CORP., MID-TEX DIVISION
RATE BASE ADJUSTMENTS
TEST YEAR ENDING DECEMBER 31, 2017
AMORTIZATION OF REGULATORY LIABILITY

Line No.	Year Ended Dec. 31	Beginning of Year		Annual Amortization (1)	End of Year		Balance as of December 31, 2017
		Rate Base Adjustment Amount	(b)		Rate Base Adjustment Amount	(d)	
	(a)			(c)		(e)	
1	2017						
2	2018	\$	289,813,479	\$	12,075,562	\$	289,813,479
3	2019		277,737,918		12,075,562		277,737,918
4	2020		265,662,356		12,075,562		265,662,356
5	2021		253,586,795		12,075,562		253,586,795
6	2022		241,511,233		12,075,562		241,511,233
7	2023		229,435,671		12,075,562		229,435,671
8	2024		217,360,110		12,075,562		217,360,110
9	2025		205,284,548		12,075,562		205,284,548
10	2026		193,208,986		12,075,562		193,208,986
11	2027		181,133,425		12,075,562		181,133,425
12	2028		169,057,863		12,075,562		169,057,863
13	2029		156,982,301		12,075,562		156,982,301
14	2030		144,906,740		12,075,562		144,906,740
15	2031		132,831,178		12,075,562		132,831,178
16	2032		120,755,616		12,075,562		120,755,616
17	2033		108,680,055		12,075,562		108,680,055
18	2034		96,604,493		12,075,562		96,604,493
19	2035		84,528,932		12,075,562		84,528,932
20	2036		72,453,370		12,075,562		72,453,370
21	2037		60,377,808		12,075,562		60,377,808
22	2038		48,302,247		12,075,562		48,302,247
23	2039		36,226,685		12,075,562		36,226,685
24	2040		24,151,123		12,075,562		24,151,123
25	2041		12,075,562		12,075,562		12,075,562
							(0)

Note:

1. The annual amortization of a 24 year recovery period is based on the Reverse South Georgia Method.



City of Colleyville City Council Agenda Briefing

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

Agenda Number 7b

Agenda Date 09/18/2018

Number Resolution R-18-4307

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 expire September 2018. The positions were advertised and applications accepted July 5 through September 7, 2018. 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 expire September 2018:

- George Bond
- Marilyn Keith
- Nelson Thibodeaux
- Walt Mills
- Cynthia Phillips

The applicants are listed below, and their applications are attached:

- George Bond
- Alexa Canipe
- Nelson Thibodeaux
- Brandon Webster

This resolution provides for City Council to consider the appointments to the Historical Preservation Committee, and direct staff to readvertise for the remaining vacancies.

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-18-4307

HISTORICAL PRESERVATION COMMITTEE

Zach Atkinson

405 Live Oak Drive
Colleyville, TX 76034
W: (214) 8246369
H: (469) 6283732
zatkinson@angielecc.com
TERM: Oct 2017 – Sep 2019

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

Jeff Gilstrap

1708 Avalon Drive
Colleyville, TX 76034
H: (214) 870-2691
W: (817) 429-6262
jeffg@harrispackaging.com
TERM: Oct 2017 - Sep 2019

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: (817) 267-3900
H: (214) 507-4896
ryan.moore@ferguson.com
TERM: Feb 2018 - Sep 2019

Jeffrey Moschel

6209 Westcoat Drive
Colleyville, TX 76034
(972) 717-2426
jeffemoschel@aol.com
TERM: Oct 2017 - Sep 2019

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: Oct 2017 - Sept 2019



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. _____
3. _____

Name: Ms. Mrs. X Mr. George Bond

Address: 3104 St Albans Circle, Colleyville, Texas 76034 Home Phone: 817-313-2222

Work Phone: 817-313-2222

E-mail Address: gbond@glbconsultingtx.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 been on the Historical Preservation Committee since the Fall of 2016 and recently became Vice Chair of the committee. I look forward to hitting the ground running at our next scheduled meeting with the fine group we have.

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

In my mind, the role of a committee is to take some of the burden off of city council by focusing on certain distinct projects that the committee will create, thoroughly discuss, test and if it is still a viable project, eventually present to the City Council.

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

In my two years on the Historical Preservation Committee I have seen people that really do care about our city and are willing to give their time and energy to others with the same mindset about Colleyville. The city's staff has always been kind and very professional at all levels.

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

Our city is planted right in the center of one of the fastest growing parts of the country. We as citizens and committee members need to understand what we want our city to be in the future. Some of these decisions will not be easy but they are important for Colleyville.

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

I would like to continue growing the family friendly appeal of Colleyville. That is why we moved here and it was the best decision our family has ever made.

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

I think Colleyville is an oasis in the middle of DFW. In fact, just yesterday while driving along Jackson, my 6 year old said, "Dad, it feels like we are in the country right now." He was absolutely right and all within a half hour drive to anywhere you want to be in the Metroplex. I hope we can keep that charm to Colleyville while at the same time make Hwy 26 into an attraction that our citizens can take pride in and spend more of our dollars in our fine city.

Signature: _____

Date: _____

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



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

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

1. Historical Preservation Committee

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

2. Colleyville Library Board

3. Click here for drop down menu

Name: ☐ Ms. ☒ Mrs. ☐ Mr. Alexa Canipe

Address: 4504 Mill Pond Court Colleyville, TX 76034

Home phone: 832-729-0191 (mobile)

Work phone: 817-255-9545

E-mail Address: acanipe@fwmslh.org

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

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

I would be thrilled to join the Historical Preservation Committee. I have a Bachelor of Arts in History from Texas Christian University. I am the full-time Marketing and Communications Coordinator at the Fort Worth Museum of Science and History. While my main focus is on marketing and advertising at the Museum, all of our teams work very closely, so I have the opportunity to work with collections and artifacts often. I would love to put my skills and knowledge to work for the City of Colleyville.

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

Signature: *Alexa Canipe*

Date: 8/21/18

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

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

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



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

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

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

1. Historical Preservation Committee

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

2. Click here for drop down menu

3. Click here for drop down menu

Name: ☐ Ms. ☐ Mrs. ☒ Mr. Nelson Thibodeaux

Address: 5612 Coventry Court

Home phone: 817-657-3207

Work phone: 817-416-6934 x103

E-mail Address: nelson@tbisolutionsllc.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:

Former councilmember, Mayor Pro Tem, Historical Preservation 2003-2006, Celebrate Colleyville, Chairman of the 50th Anniversary of Colleyville. Instrumental in having Hero Park completed and first members initiated. Also served on Crime Control Dist., Tax Increment District, CEDC.

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

Specific interest in the Bidault House preservation and opening to public as well as preservation of Bobby Fitzgerald museum quality historic items from Colleyville, early farming, early dairy, early photography, early items of all kinds, to help preserve local history and provide a public viewing.

Signature: *Nelson Thibodeaux*

Date: 8/30/2018

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

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



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

1. Historical Preservation Committee



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

2. Click here for drop down menu

3. Click here for drop down menu

Name: ☐ Ms. ☐ Mrs. ☒ Mr. Brandon Webster

Address: 5517 Rustic Trail Colleyville, Texas 76034

Home phone: 817-999-5897

Work phone:

E-mail Address: Brandon.Webster77@gmail.com

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

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

Lifelong Resident of Colleyville for 34 years. K-12 education within GCISD.

Education: BBA Marketing/Finance - Tarleton State University

Experience: Treasurer- Kappa Delta Rho Fraternity (2004-2006)

Current Involvements: Marketing Specialist- The Texas Fathers Rights Movement (Non-Profit)

President- The Solar Watchdog LLC (Non-Profit Consumer advocacy)

Owner- Empowered Improvements LLC, TurnkeyPV

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

I grew up in Colleyville, most of my family also lives here. Very knowledgeable on the history of Colleyville and significance each location has.

Signature:

Date:

9-7-18

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

RESOLUTION R-18-4307

**A RESOLUTION APPOINTING MEMBERS TO
THE HISTORICAL PRESERVATION COMMITTEE**

WHEREAS, the Historical Preservation Committee has five (5) positions whose terms expire September 2018.

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 2020:

-
-
-
-
-

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF ____ AYES, ____ NAYS, AND ____ ABSTENTIONS ON THIS THE 18TH DAY OF SEPTEMBER.

Mayor Richard Newton	_____	Mayor Pro Tem Bobby Lindamood	_____
Place 1, Tammy Nakamura	_____	Place 5, Chuck Kelley	_____
Place 3, Kathy Wheat	_____	Place 6, Callie Rigney	_____
Place 4, George Dodson	_____		

ATTEST:

CITY OF COLLEYVILLE

Christine Loven, TRMC
City Secretary

Richard Newton
Mayor



City of Colleyville City Council Agenda Briefing

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

Agenda Number 7c

Agenda Date 09/18/2018

Number Resolution R-18-4308

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 four (4) positions on the Library Board, whose terms expire September 2018. The positions were advertised and applications accepted July 5 through September 7, 2018. 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 expire September 2018:

- Place 2-Gary McPherson
- Place 4-Molly Skinner
- Place 6-Merry Graves
- Place 7-Seanna Billinger

The applicants are listed below, and their applications are attached.

- Lakkureddi Alagarsamy
- Alexa Canipe
- Amy Cornell
- Merry Graves
- Angela Greenlaw
- Gary McPherson
- Lourdes G. McWhithey
- Joan Roberts
- Molly Skinner

This resolution provides for City Council to consider appointments to the Library Board, and approves the Ex-Officio members who are the Presidents of the Friends of the Colleyville Library and Colleyville Library Foundation.

Financial Impact

There is no financial impact to the City.

Recommendation

Approve

Attachments

1. Library Board roster
2. Library Board Applications for Appointment

3. Resolution R-18-4308

LIBRARY BOARD

PLACE 1

Kay Newton

6002 Meadowhill Drive

Colleyville, TX 76034

H: (817) 421-0139

gksafig@aol.com

TERM: Oct 2017 - Sep 2019

PLACE 2

Gary McPherson

316 Polo Trail

Colleyville, TX 76034

H: (972) 742-5778

McPherson7@verizon.net

TERM: Oct 2017 - Sep 2018

PLACE 3

Pat Jones

102 Van Buren Court

Colleyville, TX 76034

W: (817) 281-6807

H: (817) 994-4880

Patjones102@gmail.com

TERM: Oct 2017 - Sep 2019

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: Oct 2017 - Sep 2019

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

Cecilia Sublette

5601 Ponderosa Street

Colleyville, TX 76034

H: (817) 995-6582

W: (817) 515-7715

ceciliajs@aggienetwork.com

TERM: Oct 2017 - Sep 2019

ALTERNATE 2

Mike Sexton

3612 Greenbriar Court

Colleyville, TX 76034

H: (817) 721-5577

Mas61475@yahoo.com

TERM: Oct 2017 - Sep 2019

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 for City Council Boards, Commissions, and Committees

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

1. Colleyville Center Advisory Committee



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

2. Colleyville Library Board



3. Parks and Recreation Advisory Board



Name: ☐ Ms. ☐ Mrs. ☒ Mr. Lakkureddi Alagarsamy Ph.D (@ Reddi)

Address: 3724 Rothschild Blvd, Colleyville, Tx 76034

Home phone: 331-442-1676 (mobile)

Work phone:

E-mail Address: alreddi@gmail.com

☒ By providing an e-mail address, I consent to the release of my e-mail address by the City.

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

☒ I understand I will be required to comply with the Texas Open Meetings Act training.

☒ I understand I will be required to bring my own device to meetings to view packet information.

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

I am a Sr Clinical Research Manager with Ph.D working for underserved community to get quality and cutting edge medical care. Served as a Park and Recreational boards member for a year and half. Seeing my commitment and involvement to the Village of Carpentersville, IL, Village trustees offer me to serve in Audit and Financial Committee. Due to my job change, I moved to Texas and bought a home at Colleyville, based on mixed community with good school and committed city services. Given an opportunity to serve in any of the board I will serve my level best to the development and wellbeing citizen of Colleyville.

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

I have attached screen shot of Village of Carpentersville Audit and Finance committee with my name. Since my family committed to the development of Carpentersville, village president offer my wife to serve in a Park and recreational board (attached). I am serving as a volunteer assistant coach for a city volleyball team and willing to serve as a city/civic services. Thanks.

Signature:

Date: 9/3/20

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



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

1. Historical Preservation Committee

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

2. Colleyville Library Board

3. Click here for drop down menu

Name: ☐ Ms. ☒ Mrs. ☐ Mr. Alexa Canipe

Address: 4504 Mill Pond Court Colleyville, TX 76034

Home phone: 832-729-0191 (mobile)

Work phone: 817-255-9545

E-mail Address: acanipe@fwmsb.org

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

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

I would be thrilled to join the Historical Preservation Committee. I have a Bachelor of Arts in History from Texas Christian University. I am the full-time Marketing and Communications Coordinator at the Fort Worth Museum of Science and History. While my main focus is on marketing and advertising at the Museum, all of our teams work very closely, so I have the opportunity to work with collections and artifacts often. I would love to put my skills and knowledge to work for the City of Colleyville.

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

Signature: *Alexa Canipe*

Date: 8/21/18

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

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

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



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

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

1. Planning and Zoning Commission

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

2. Colleyville Library Board

3. Colleyville Economic Development Corporation

Name: ☐ Ms. ☒ Mrs. ☐ Mr. Amy Cornell

Address: 101 Colonial Sq, Colleyville, TX 76034

Home phone: 720-284-2391

Work phone:

E-mail Address: amy.cornell87@gmail.com

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

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

In my career as an HR professional, I have twice represented my companies in cities in which I lived on Downtown Tulsa Unlimited and Downtown Denver Partnership. These were organizations addressing the changes these cities were facing from economic development, initiatives and planning perspectives. In Tulsa I represented one of the top 5 employers and in Denver I represented a temporary housing company prepared to address housing needs for influxes of personnel. I have also lived in 10 cities across 6 states, living in DFW three separate times and in three separate areas.

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

Signature: *Amy E Cornell*

Date: 9/5/18

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

AMY E. CORNELL, PHR, SHRM-CP

Colleyville, TX 76034

Cell: (720) 284-2391

Email: amy.cornell87@gmail.com

SUMMARY

A dependable, self-motivated, strategic HR professional dedicated to aligning human capital practices with organizational business goals. Possess exceptional communication skills in listening, presentational, written, and verbal formats. Adept in computer usage, a quick-learner, and comfortable with both established duties or emerging responsibilities.

EMPLOYMENT EXPERIENCE

June 2015-Mar 2018 CVS Health, Human Resources Business Partner, Irving, TX
July 2013-Nov 2014 Republic National Distributing Company, HR Manager, Grand Prairie, TX
Dec 2012-July 2013 Republic National Distributing Company, HR Coordinator, Denver, CO
Feb 2012-Dec 2012 Republic National Distributing Company, HR Administrator, Denver, CO
Sep 2010-Feb 2012 90octane, HR Manager, Denver, CO
June 1994-Nov 1996 BSW International, Human Resources Generalist, Tulsa, OK

- Headcount: Have supported a headcount of just under 50 within a start up company as a department of one, as well as supporting over 3,000 employees across multiple locations in a Fortune 7 company.
- Training: Delivered trainings on interviewing, HR processes, new manager skills, HR systems, change management, employment law and other topics as determined by market trends or skill gaps identified. **DDI Certified Trainer**. Coordinated all company material orders with the vendor, DDI, and internally for specific training series developed for ongoing management development corporate-wide while at RNDC.
- Succession Planning: Worked with managers to identify top talent and prepare for the annual presentations of selected talent to top organizational leaders.
- Performance Management: Educated managers on review process, coaching on communication, and adhering to dedicated timelines. Created the job aids and workflow process for performance management as co-system HRIS administrator at RNDC.
- Change Management: Consulted with management in delivery of change initiatives and develop appropriate roll out strategies.
- Recruitment: Led hiring managers in the recruiting process (have managed up to 250+ requisitions per year). Managed candidate process from offer to hire, including all drug and background screens. Responsible for assessing candidates in accordance with company defined practices.
- Recruitment: Developed recruitment pipeline. Posted job openings in appropriate sources, notified key "champions" of openings, cultivated personal relationships with area universities for candidate sourcing and career fair participation. Produced communications for recruiting candidates, from job offers to "no" emails, working closely with the hiring manager. Worked with the local universities and military bases to ensure company presence at career fairs as appropriate. Worked toward hosting and identifying top candidates to invite to statewide college talent career experience event.
- Onboarding/Offboarding: Scheduled and conducted new hire orientations for new associates, created and maintained the appropriate files and onboarding processes. Managed exit processes to secure smooth company transitions.
- HR Scorecard: Extracted data from various HR systems to report on required metrics monthly, quarterly and annually. This has included data on turnover, churn, time to fill requisitions, percent of talent classified as HIPO, and many other metrics defined by organizational needs.
- HR Generalist: Processed all new-hire, benefits, leave, paid-time off, termination, and payroll paperwork, ensuring 100% compliance with various laws and regulatory mandates and serving as primary contact person answering management/staff questions. Implemented a well-received transportation program that provided favorable tax break; low-cost, pre-tax commuter savings to employees. Provided general assistance to all levels of staff. Answer various calls from vendors, associates, applicants, former employees and family members relating to all HR functions. Provide appropriate information, or direct the caller to the correct source.
- Wellness Initiatives: Served as wellness site coordinator for the organizations for which I've worked. Directed the BSW company health promotion program from scratch. Measured participation and motivation through rewards and program development.
- FMLA: Responsible for leave management and advising leadership through the management of individual employee cases.

AMY E. CORNELL, PHR, SHRM-CP

Colleyville, TX 76034

Cell: (720) 284-2391

Email: amy.cornell87@gmail.com

- Compliance: Ensured compliance in the areas of EEO, OFCCP (AAP), ADA, Employment Eligibility, DOL, HIPAA, etc. Performed biannual MVR audits on associates as part of RNDC's DOT compliance. Ensured proper upkeep of auto insurance documentation for affected associates.
- HRIS: Co-system administrator for corporate-wide HR systems at one company, including: Taleo (applicant tracking system), Cornerstone (performance, learning and talent management system), and Hire Select (pre-employment assessment system). Subject matter expert in my designated location or business unit for all users in each HR role held. Initiated an HRIS system at a start up company. Developed an HR database integrating data between HR and all other BSW departments into an Oracle Human Resources application. Instituted a policy/procedures guide for implementation of the new system. Streamlined a database tool for tracking BSW openings, candidates, and equipment needs through the recruiting process. Validated candidate information and checked references.
- Project Management: Assigned various corporate projects, and executed these responsibilities successfully as defined. Included revamping new hire orientation, and comparison of HR Coordinators' duties to nation-wide SHRM Elements of HR Success to ensure alignment, or assisting on a first ever virtual corporate wide HR conference for a Fortune 7 organization. Team Captain and Employee Participation Coordinator for BSW's representation in Tulsa's Corporate Challenge, a city-wide health and wellness athletic event.
- Benefits: Streamlined benefit administration with a broker change and with higher quality/lower cost providers ensuring Health Care Reform compliance. Managed the benefit open enrollment process. Communicated benefit choices, changes, and timelines. Assisted employees in making benefit changes.
- Employee Handbook: Responsible for creation of an employee handbook at a startup company, including revisions, policy creation, and employee education.
- Employee Engagement: Led quarterly roundtables for all managers with HR reports around emerging and ongoing issues to determine necessary policies, deliverables, or desired outcomes. Consulted with leaders around annual engagement survey process, interpreting results, and considering action items for follow up and follow through.
- Event-Planning: Planned annual BSW company events, including formal banquets, family picnics, client contract signing celebrations, and weekly lunches with company President. Revised event planning to reduce company expenditures by 70%. Received the BSW Keystone Award for this budget reduction. Have put together benefit fairs and a statewide college talent career event which coordinated students traveling onsite from a number of universities to meet top leaders from a number of locations to fill key starting positions.
- Community Citizenship: Represented my employer in committees overseeing economic development, initiatives, and planning as part of Downtown Tulsa Unlimited and Downtown Denver Partnership.

2007-2008 Corporate Housing Solutions, Marketing Director, Greenwood Village, CO

- Marketing: Designed the marketing campaign for DNC in Denver 2008 to produce property rentals. Achieved maximum SEO with number one ranking on Google keywords.
- SEO Optimization: Wrote verbiage for redesign of company website emphasizing SEO keywords for industry. Resulted in first page rankings on keyword Google searches.
- Business Development: Promoted business development as a corporate member of RMPCA, Downtown Denver Partnership, and CHRA.

VOLUNTEER EXPERIENCE

Possess extensive experience in leadership with Educational or Non Profit organizations. Have additional resume summarizing these achievements and can provide if desired.

EDUCATION

Bachelor of Business Administration, Texas Christian University, Ft. Worth, TX May 1991

Major: Marketing, Minor: Psychology, Panhellenic Council President, Nominated-Greek Woman of the Year

AMY E. CORNELL, PHR, SHRM-CP

101 Colonial Sq, Colleyville, TX 76034

Cell: (720) 284-2391

Email: amy.cornell87@gmail.com

VOLUNTEER EXPERIENCE

- 2018 *Court Appointed Special Advocate (CASA) Volunteer*
- 2013-2016 *Kappa Alpha Theta Alumnae Chapter, Mid Cities DFW, TX*
2016 – Secretary Board Member, Ruby Slipper Soiree Committee Member
- Responsible for communications for the chapter. Offered these services for the organization's largest fundraiser event, which raised over \$20,000 for our national philanthropy organization, CASA.
- 2015 – Featured Speaking Guest, TCU Theta Chapter Networking Event
- 2007-2010 *Fox Creek Elementary, Highlands Ranch, CO*
2009-2010 – Community Liaison, PTO
- Appointed to newly created position by Principal and PTO Board. Coordinated volunteer recruitment, placement, and database. Developed Welcome Program, Teacher Conference Dinners, Hearing/Vision Screenings, Staff Appreciation Week, Volunteer Appreciation Week, and School Directory.
- 2008-2009 – Founding Board Member, PTO
- One of five founding members of the school's PTO. Increased annual fundraising for school from \$25,000 to \$70,000 and the number of parents volunteering to 35% of families in school.
- 2007-2008 – Fox Creek Education Alliance – Parent Member
- 2005-2006 *Make-A-Wish, Wish Granter, Omaha NE*
- 2002-2006 *Willowdale Elementary, Omaha NE*
2005-2006 - Secretary of PTO, 2 terms
2004-2006 – Elected Parent Representative on Willowdale School Improvement Team
- Established Willowdale's 5 year school improvement plan and restructured the school's mission statement.
- 2002-2006 - Parent Volunteer
- Secured \$1,500 in corporate advertising dollars to self-fund the school's annual production of a yearbook and student/staff directory.
- 2004-2005 *Covenant Presbyterian Church, Contemporary Service Investigative Committee, Omaha, NE*
- One of 5 Congregants selected to implement change to Contemporary Service.
- 2002-2003 *Girl Scouts of America, Troop Leader, Omaha, NE*
- 2000-2001 *Kappa Alpha Theta Alumnae Chapter, Secretary, Tulsa, OK*
- 2000-2001 *Day Center for the Homeless, Nursing Clinic Administrator, Tulsa, OK*
- 1998-2001 *Volunteer, Kirk of the Hills Presbyterian Church, Tulsa, OK*
- Publicity Director for Kirk of the Hills Mother's in Christ group. Secured ad placement in appropriate outlets to promote attendance.
 - Founding committee member of local Kirk of the Hills MOPS International group. Generated programming ideas and filled leadership roles with appropriate volunteers.
 - Selected as one of 3 congregants to hire new Early Childhood Program Director.



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. Library Board
2. _____
3. _____

Name: Ms. ☒ Mrs. ☐ Mr. Merry Graves

Address: 6007 Montford Dr.

Home Phone: 817-424- 4222 WorkPhone: (Mobile)817-6373077

E-mail Address: jmgraves3@verizon.net 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:

Previous experience as member of library board.

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

Help develop policies for growth and improvement of the public library.

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

In the past two years, I have seen the physical improvement to the library which I feel has greatly enhanced and improved the usage by the community. A more inviting location certainly encourages community involvement.

The addition of a Farmers Market on weekends is bringing the community to the area as well as providing a great place to meet and shop.

With the improvement of the roads (Hwy 26), we seem to be getting more businesses of a higher quality.

4. What are some issues in Colleyville that may require change?
We have a very small community compared to the surrounding towns. I hope we will continue to work toward growing the business community in the limited space available.

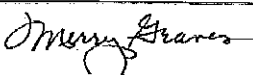
5. If you could influence the City in just one way, what would that be?

As a library board member and retired librarian, I am very passionate about youth services of all kinds. I think the library provides many programs for our children, and I hope we can expand

and continue to develop these in a very thoughtful way.

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

I hope Colleyville will be seen as a model for an exemplary Texas community that has managed its growth thoughtfully while planning for the future.

Signature :  _____ Date: 8/9/18

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



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. Click here for drop down menu

Library Board

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

2. Click here for drop down menu

3. Click here for drop down menu

Name: ☐ Ms. ☒ Mrs. ☐ Mr.

Angela Greenlaw

Address: 204 Glade Rd. Colleyville, TX 76034

Home phone: 817-437-6934

Work phone:

E-mail Address: angela@greenlawfamily.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:

Colleyville Citizen and library patron since 2006
B.A. Communications / Project Manager / (Catholic Teacher)
Wife, Mother to Three (12, 10, 8 years old) Love our Library

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

Signature: Angela Greenlaw

Date: 8/21/18

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 Library Board
2. Planning and Zoning Commission Board

Name: ___ Ms. ___ Mrs. X Mr. Gary McPherson

Address: 316 Polo Trail Home Phone: 817-281-9653

Work Phone: 972-742-5778

E-mail Address: mcpherson7@verizon.net 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: University of Texas-Arlington, Industry Advisory Board & Executive Professor (12 yrs.); Texas AM HR Advisory Board & Adjunct Faculty (18 yrs.); Six Stones Mission Network (Board of Directors & Volunteer Consultant (5 yrs.); 30 years Lockheed Martin Leadership roles including Human Resources, Strategic Planning, Environmental & Safety; Ethics and Compliance Officer. City of Colleyville Library Board (2018). Volunteer: Mission Metroplex, Arlington Night Shelter, Remington Park HOA & City Liaison (4 years).
2. What do you perceive your role will be in serving on a board, commission, or committee? Providing citizen input to city plans; perform tasks and/or other volunteer support for the city Staff as requested; actively participate in communicating and supporting decisions made by city council and staff; Assisting in analysis, fact finding, and upholding city policy when requested by City staff & Council. Learning more about how the city functions, it's needs, and how I can best make positive contributions to keeping Colleyville a great place to work & live.
3. In your opinion, what policies/programs/assets of Colleyville are working well? Public Safety; City Maintenance and Planning; Zoning planning; utility planning and maintenance; communications, parks & recreation programs; library services, tax planning, economic development.
4. What are some issues in Colleyville that may require change? Code enforcement; Systematic Upgrading & maintaining infrastructure & city facilities; Determining the correct resources the City needs to attract & retain top talent on the City Staff and preserving Colleyville's strengths in public safety, city services, roads, etc.
5. If you could influence the City in just one way, what would that be? Help city leaders to remain positive, united, innovative and strategic in preserving and elevating Colleyville as the city of choice to live in the metroplex.
6. Please share with us your vision for the City of Colleyville. Leverage Colleyville's unique, laid back, environment with it's strategic proximity to DFW Airport to drive property values up, selective business expansion, and tax base growth in ways that remain fiscally and ethically responsible. Make Colleyville a unique mid-metroplex oasis in the midst of an increasingly congested area that attracts a diverse mix of home owners that add value to our community.

Signature: Gary L McPherson Date: 8-9-2018

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



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 form two (2) business days after the application deadline. These forms are available by contacting the City Secretary at 817.503.1130, or downloading the Financial Disclosure form [here](#).

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

1. Colleyville Library Board

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

2. Click here for drop down menu

3. Click here for drop down menu

Name: ☐ Ms. ☒ Mrs. ☐ Mr. Lourdes Graciela McWithey

Address: 4109 Southwood E. Colleyville, Texas 76034

Home phone: 817-503-0256

Work phone: 214-458-9688

E-mail Address: lourdesmcwithey@yahoo.com

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

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

I received my Master's Degree in Library and Information Science in 2005 from Texas Woman's University. After graduation, I worked at Everest College as an Academic Librarian. From 2007-15, I worked in the Irving Public Library System with an operating budget of \$1M. This provided me with insight into the day to day operations of a large library system, and provided opportunities to gain experience in grant writing, event programming, community outreach and budgeting. From 2015-17 I worked at Colleyville Public Library as the part time Assistant Librarian growing their teen services.

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

This year, I created the Colleyville Eats group on facebook to help struggling Colleyville restaurants along Hwy 26. We have monthly lunches and dinners, and all members of the community are welcome to attend. Group members, approaching 700 as of today, can post positive reviews of restaurants, and restaurant owners can post free weekly advertisements.

Signature: *Lourdes G. McWithey*

Date: *9/3/2018*

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

Lourdes McWithey

Application for the library board

Why I want to be a library board member:

My experience working in a large municipal public library system has afforded me the opportunity to see what is possible when passionate and knowledgeable people are provided the support of a strong library board. One of my hobbies while travelling is to visit public libraries to see how they are operated, and to bring new ideas back to my home library. I believe I can bring new ideas to Colleyville's Library Board, and help our library thrive and grow. I am passionate about librarianship, and believe we can do more to reach out to our community.



Application for Appointment

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

1. Library Board _____
2. _____
3. _____

Name: ___ Ms. ___X Mrs. ___ Mr. Joan Roberts

Address: 5105 Overhill Drive; Colleyville,

Home Phone: 817-571-5721 _____ Cell Phone: 817-371-5612

E-mail Address: _____ jiroberts52@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:** I served on the library board for the past 2 years. I have been an active member of the Friends of the Colleyville Library, as well as, officer for over 2 years I am a board member for our HOA and have several (over 30) years of leadership and management experience in health care

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

I believe my role is to understand the priorities of the library how it has effectively represented citizens need and to provide advice and support to the Director of the Library concerning programs and plans

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

Efforts of the police, fire and city officials to make Colleyville a safe city for its citizens. The library programs such as summer reading and other programs provided by parks and recreation that are offered to the community provide great opportunity to stay healthy and be life long learners.

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

Certainly, finding a way to support businesses along 26 as the long construction project makes it difficult to use those businesses is a big issue and encouraging residents to still frequent those businesses is key to maintaining our tax base. Perhaps, considering allowing more high density zero lot line housing for the aging population in Colleyville

5. **If you could influence the City in just one way, what would that be?**
Work to maintain city budget with an eye to not increasing taxes

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

Colleyville continues to be a highly desirable small town with a vibrant, active multigenerational community. It's attractive both to businesses and families through economic growth and excellent schools and services.

Signature: Joan Roberts Date: 8/22/2018

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



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

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

1. Library Board

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

2. Click here for drop down menu

3. Click here for drop down menu

Name: ☐ Ms. ☒ Mrs. ☐ Mr. Molly Skinner

Address: 309 Chestnut Bend Colleyville, TX 76034

Home phone: 817 485-7354

Work phone: 214 536-7219

E-mail Address: mollyskinn@aol.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:

Completed one term on Library Board, and was recently elected to Vice Chair, as both Chair & Vice Chair relocated. We are in the midst of the Long Range Plan, and I think some consistency on the Board will be helpful. I use the library frequently, and have been an active volunteer since assisting to stock the bookshelves prior to the library opening. As a former healthcare executive, I have extensive experience in strategic planning, program development, marketing, budgeting and team building.

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

6 yrs. Senior Center Advisory Committee, 6 yrs. Colleyville Center Advisory Committee, 17 yrs. Metroport Meals on Wheels Colleyville senior luncheons, 20 yrs. Colleyville Area National Charity League, 8 yrs. Remington Park HOA block captain, Good Shepherd Catholic Community funeral ministry

Signature: *Molly Skinner*

Date: 9/17/16

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

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

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

RESOLUTION R-18-4308

**A RESOLUTION APPOINTING BOARD MEMBERS
TO THE LIBRARY BOARD**

WHEREAS, four (4) positions on the Library Board have terms which expire September 2018.

**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 2020:

- Place 2
- Place 4
- Place 6
- Place 7
- Ex-Officio Kay Newton
- Ex-Officio Pat Jones

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF ___ AYES, ___ NAYS, AND ___ ABSTENTIONS ON THIS
THE 18TH DAY OF SEPTEMBER 2018.

Mayor Richard Newton	_____	Mayor Pro Tem Bobby Lindamood	_____
Place 1, Tammy Nakamura	_____	Place 5, Chuck Kelley	_____
Place 3, Kathy Wheat	_____	Place 6, Callie Rigney	_____
Place 4, George Dodson	_____		

ATTEST:

CITY OF COLLEYVILLE

Christine Loven, TRMC
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 09/18/2018

Number Resolution R-18-4309

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 expire September 2018. The positions were advertised and applications accepted July 5 through September 7, 2018. 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 expire September 2018:

- Kelly Tookey
- Sayeda Syed

The applicants are listed below, and their applications are attached:

- Carolin Namy
- Sayeda Syed

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 Tammy Nakamura 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-18-4309

Kelly Tookey

5601 Poplar Court West
Colleyville, TX 76034
H: (817) 308-9790
W: (817) 308-9790
ktookey@tx.rr.com
TERM: Oct 2017 - Sep 2018

Sayed Syed

6705 Sapphire Circle North
Colleyville, TX 76034
H: (817) 3400-5709
C: (817) 913-0474
sbilqees@gmail.com
TERM: Oct 2017 - Sep 2018

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**Tammy Nakamura****Councilmember**

2204 Collins Path
Colleyville, TX 76034
H: (214) 274-5990
tnakamura@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. Metroport Teen Court Advisory Board

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

2. Click here for drop down menu

3. Click here for drop down menu

Name: ☐ Ms. ☒ Mrs. ☐ Mr. Carolin Namy

Address: 4520 Westbury Drive, Colleyville TX 76034

Home phone: 214-808-8929

Work phone: 214-808-8929

E-mail Address: carolin.namy@gmail.com

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

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

I have enjoyed working with kids at PTA related events for many years. I enjoy working with kids to help them resolve issues in a positive manner which will help them learn and grow from their mistakes. I have an almost twelve year old, and many friends with teenagers. I can definitely relate to the teen today and what they are going through, and will try my best to help them. I have served on two PTA boards and am comfortable working with others to find solutions.

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

Currently serving at Colleyville Middle School on the Executive PTA board as Campus Beautification Assistant, working with the community, school and businesses to beautify the campus. Served at Bransford Elementary for four years in the PTA, with the latest on the Executive PTA Board as 5th grade coordinator, which serves as a liason of communication between parents and teachers.

Signature: *Carolin Namy*

Date: 8/21/18

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

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

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



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

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

1. Planning and Zoning Commission ☐

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

2. Zoning Board of Adjustment ☐

3. Metroport Teen Court Advisory Board ☐

Name: ☐ Ms. ☒ Mrs. ☐ Mr. Sayeda Bilqees Syed

Address: 6705 Sapphire Circle North, Colleyville, Texas, 76034

Home phone: 8174005709

Work phone: 8179130474

E-mail Address: sbilqees@gmail.com

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

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

M.S (Mechanical Engg.), Member SAE, ASME, PE(Pakistan), Member Metroport Teen Court Advisory Board since October 2017, Architectural Review Commission since February 2018, Board of Director Sapphire enclave HOA since April 2017 (President since April 2018), Chairperson of ACC (Sapphire Enclave HOA, Colleyville)

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

Member, Metroport Teen Court Advisory Board since October 2017
Member, Architectural Review Commission since February 2018

Signature: Sayeda Bilqees Syed

Date: 9/6/18

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

SAYEDA BILQEES SYED

1

SAYEDA BILQEES SYED

6705 Sapphire Circle North, Colleyville TX 76034
USA: (817)913-0474 (H)

E-mail: sbilqees@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 Management | • Time management | • Specialize vehicle Production |
| | • Problem solving & continuous improvement | |

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 mange 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

RESOLUTION R-18-4309

**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 expire September 2018.

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

Sec. 1. THAT the Colleyville City Council hereby appoints the following persons to the Metroport Teen Court Advisory Board to serve a one-year term expiring September 2019:

-
-

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 2019.

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF __ AYES, __ NAYS, AND __ ABSTENTIONS ON THIS THE 18TH DAY OF SEPTEMBER 2018.

Mayor Richard Newton	_____	Mayor Pro Tem Bobby Lindamood	_____
Place 1, Tammy Nakamura	_____	Place 5, Chuck Kelley	_____
Place 3, Kathy Wheat	_____	Place 6, Callie Rigney	_____
Place 4, George Dodson	_____		

ATTEST:

CITY OF COLLEYVILLE

Christine Loven, TRMC
City Secretary

Richard Newton
Mayor



City of Colleyville City Council Agenda Briefing

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

Agenda Number 7e

Agenda Date 09/18/2018

Number Resolution R-18-4310

Type Resolution

Department City Secretary

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 four (4) positions on the Planning and Zoning Commission whose terms expire September 2018. The positions were advertised and applications accepted July 5 through September 7, 2018. The incumbents were notified their term was expiring and asked to submit an application, if they wished to be considered for reappointment.

The following Commissioner's terms expire September 2018:

- Place 1 - Susan Mathisen
- Place 2 - Raymond Allee
- Place 3 - Vacant
- Place 4 - Vacant

The applicants are listed below, and their applications are attached:

- | | | |
|-----------------|-------------------|------------------|
| • Raymond Allee | • Fernando Avelar | • Kyle Corgan |
| • Amy Cornell | • James Dove | • Kimberly Holt |
| • Dee Kamerman | • Susan Mathisen | • Gary McPherson |
| • Ryan Moore | • Paul Pardo | • Tim Raine |
| • Sayeda Syed | • Julie Waltens | |

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. Resolution R-18-4310

PLANNING AND ZONING COMMISSION

PLACE 1

Susan Mathisen - CHAIR

317 Chestnut Bend
Colleyville, TX 76034

W: (817) 983-1620

smathisencpa@gmail.com

TERM: Sep 2016 - Sep 2018

PLACE 2

Raymond Allee

5907 Highland Hills Lane
Colleyville, TX 76034

H: (817) 329-0186

C: (817) 675-2748

rayallee@aol.com

TERM: Jan 2018 - Sep 2018

PLACE 3

VACANT

TERM: Sep 2016 - Sep 2018

PLACE 4

VACANT

TERM: Sep 2016 - Sep 2018

PLACE 5

Matt Koch

6907 Upland Lane
Colleyville, TX 76034

W: (817) 771-4249

H: (817) 416-9297

m.koch75@rocketmail.com

TERM: June 2018 - Sep 2019

PLACE 6

Claudia Bevill

119 Cheek-Sparger Road
Colleyville, TX 76034

H: (817) 849-1360

ckbevill@hotmail.com

TERM: Oct 2017 - Sep 2019

PLACE 7

Jason Elms

801 Shelton Drive
Colleyville, TX 76034

W: (214) 420-8494

H: (817) 808-7275

JElms@pape-dawson.com

TERM: Oct 2017- Sep 2019



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. _____
3. _____

Name: ___ Ms. ___ Mrs. ☒ Mr. Raymond Allee _____

Address: 5907 Highland Hills LN

Home Phone: 817-675-2748_ Work Phone: _____

E-mail Address: rayallee@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: Planning and Zoning Commission, Zoning Board of Adjustment, Sign Board of Appeals, Water and Waste Water Advisory Committee, Highland Meadows HOA President, Highland Meadows ACC, Highland Meadows Landscaping Committee.
2. What do you perceive your role will be in serving on a board, commission, or committee? To hear cases involving zoning issues and make appropriate recommendations based on the information presented.
3. In your opinion, what policies/programs/assets of Colleyville are working well? The policy of getting citizen involvement and input to the City Council. The policy of transparency.
4. What are some issues in Colleyville that may require change? All that need change are either in planning stages or being worked on now.
5. If you could influence the City in just one way, what would that be? Have a planned development for senior citizens so as they become empty nesters or just want to downsize, they can move into a smaller place, yet stay in Colleyville.
6. Please share with us your vision for the City of Colleyville. A well planned suburb bedroom community.

Signature: R M Allee

Date: SEPT. 5, 2018

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



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

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

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

1. Planning and Zoning Commission

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

2. Zoning Board of Adjustment

3. Click here for drop down menu

Name: ☐ Ms. ☐ Mrs. ☒ Mr. Fernando Avelar

Address: 7508 Overland Trl., Colleyville, TX 76034

Home phone: 817-312-0565

Work phone:

E-mail Address: rexcapitaltx@gmail.com

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

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

- Corporate attorney with a focus in mergers and acquisitions licensed to practice in Texas
- Principal in a real estate investment firm focusing on investments in the Dallas/Fort Worth area
- Graduate of SMU Dedman School of Law and The University of Texas at Austin
- Fluent in Spanish
- Colleyville resident

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

I am interested in serving the City of Colleyville and its residents by providing my knowledge and experience to the needs of the Planning and Zoning Commission.

Signature: *Fernando Avelar*

Date: 9/4/18

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

EXPERIENCE

Rex Capital LLC

Dallas/Fort Worth, TX

Principal and CEO, June 2017 – Current

- Locate, evaluate, and invest in residential real estate properties
- Manage a portfolio of rental properties with a focus on single-family dwellings

Wick Phillips Gould & Martin, LLP

Dallas, TX

Associate Attorney – Corporate Group (M&A), July 2014 – March 2018

- Served on the deal team and represented clients in the closing of multi-million dollar asset and equity transactions
- Advised clients on general corporate law, including fiduciary duties and corporate governance
- Represented a window manufacturer in the sale of its business to a public company for \$240MM, which won D CEO Magazine's 2017 M&A Large Deal award

Seay Law

Dallas, TX

Attorney, April 2014 – July 2014

- Represented clients in various types of real estate transactions
- Assisted with the acquisition of multi-million dollar commercial buildings, including a historically designated building

United States District Court, Northern District of Texas

Fort Worth, TX

Extern for Judge Cureton, Fall 2012

- Authored legal opinions for social security appeals
- Observed court proceedings including a pre-trial conference, detention hearings, and arraignment hearings

Dr Pepper Snapple Group

Plano, TX

Legal Intern, July 2012 – August 2012

- Assisted counsel in drafting terms and conditions for several contract agreements
- Contributed to SEC public filings
- Researched and analyzed international law to determine applicability to business

Criss & Kraft

Dallas, TX

Law Clerk, May 2012 – June 2012

- Advised clients on corporate governance issues related to start-up ventures
- Assisted attorneys in pre-trial litigation matters
- Conducted legal research on Texas jurisdiction, employment, and health care law

Martin, Pringle, Oliver, Wallace and Bauer, L.L.P.

Wichita, KS

Law Clerk, May 2011 – August 2011

- Drafted memoranda, pleadings, a settlement agreement, and a motion for summary judgment
- Helped attorneys with issues involving tax, medical malpractice, products liability, intellectual property, energy, commercial litigation, and employment law

PUBLICATIONS

- Author, "Pact for Mexico and Telecommunication Reform in Mexico," *Law and Business Review of the Americas*, Vol. 19, No. 2, Spring 2013
- Author, "Argentina's Economic Troubles: Debt and the IMF," *Law and Business Review of the Americas*, Vol. 19, No. 1, Winter 2013
- Author, "FCPA Risks for U.S. Companies in Latin America, Renewable Energy Thrives in Brazil and Mexico, and the New PRI: Enrique Peña Nieto," *Law and Business Review of the Americas*, Vol. 18, No. 4, Fall 2012
- Author, "Alternative Drug Policies in the Americas," *Law and Business Review of the Americas*, Vol. 18, No. 3, Summer 2012

EDUCATION

Southern Methodist University, Dedman School of Law

Dallas, TX

Juris Doctor, May 2013

- International Law Review, Latin America Reporter and Articles Editor
- Volunteer Income Tax Association, Tax Preparer

The University of Texas at Austin

Austin, TX

Bachelor of Arts in Economics, Minor in Spanish, December 2009

- Academic Honors

PROFESSIONAL LICENSE AND AFFILIATIONS

- **State Bar of Texas**, licensed Nov. 2013
- Dallas Bar Association, Member
- DAYL Animal Welfare Committee, Member
- Texas Young Lawyer's Association, Member

SKILLS AND INTERESTS

- Fluent in Spanish
- Interests include weight-lifting, yoga, mixed-martial arts, and my dog (Corbin)



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

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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. Click here for drop down menu

3. Click here for drop down menu

Name: ☐ Ms. ☐ Mrs. ☒ Mr. Kyle Corgan

Address: 5603 Hidden Oaks Dr.

Home phone: 214-558-6220

Work phone:

E-mail Address: kccolleyville@gmail.com

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

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

I am a tax attorney/CPA for a large real estate company headquartered in Dallas. I am knowledgeable in commercial as well as residential real estate developments and the multitude of considerations important to the various stakeholders. I look forward to using this background to help Colleyville continue to develop out into a high quality community. I also look forward learning experience that this opportunity could provide.

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

(Resume enclosed)

Signature:

Date: 8/13/18

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

KYLE D. CORGAN, J.D., CPA
(214) 558-6220
kccolleyville@gmail.com

Education and Certifications

Licensed Attorney, Texas
Certified Public Accountant, Texas and Louisiana
Admitted to United States Tax Court

Texas A&M University School of Law, Fort Worth, Texas
Juris Doctor

University of Oklahoma, Norman, Oklahoma
Masters of Accountancy/BBA

Work Experience

Hillwood Development Company, LLC, Dallas, Texas

Tax Director and Associate General Tax Counsel (Feb 2018-Present)

- Work closely with Hillwood leadership to coordinate the company's response to the 2017 Tax Cut and Jobs Act throughout all phases of the legislative process.
- Responsible for conducting research and writing memoranda documenting tax positions.
- Draft documents and conduct due diligence for a variety transactions, including entity formation, private investment fund formation, stock and asset acquisitions, mergers, redemptions, private equity and family office investments, employee equity and incentive plans, private lending transactions, and family wealth planning.
- Lead team focused on modernizing and streamlining the entity formation/dissolution process for the organization.

International Tax Director (Feb 2017-Feb 2018)

- Served as subject matter tax expert on all international transactions in Hillwood/Perot organization.
- Managed day-to-day operations of domestic and international tax compliance function with responsibility for over 900 entities and staff of 10 CPAs.
- Implemented 2 cloud based technology platforms modernizing tax department administration.

Tax Manager (Feb 2012-2017)

- Assisted with tax structuring/compliance of European real estate investment fund between Hillwood and major sovereign wealth funds deploying €1 billion across Central and Western Europe.
- Developed familiarity with aircraft acquisition and operations. Familiar with DOT, FAA, and IRS rules governing Part 91, 121, and 125 operations pursuant to Federal Aviation Regulations.
- Served as organization's subject matter tax expert over Texas Franchise Tax.
- Resolve audits/notices from the IRS.
- Supervise projects and staff to ensure compliance deadlines are met.
- Help with hiring and recruiting process for new associates.
- Worked closely with outside tax counsel on tax opinions.

Tax Senior Accountant (May 2010-Feb 2012)

- Developed and implemented compliance tracking system for nearly 1200 filing requirements.
- Brought onto the tax team to help grow and build out tax department capabilities.

KPMG LLP, Dallas, TX

Senior Tax Associate/ Tax Associate (July 2007-May 2010)

- Primary responsibilities included reviewing staff work and ensuring all engagement deadlines were met.
- Developed knowledge of partnership, corporate, and international tax while on compliance team for major investment bank.
- Part of team involved in restructuring of major investment bank to a bank holding company after the 2008 financial crisis.



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

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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 Library Board

3. Colleyville Economic Development Corporation

Name: ☐ Ms. ☒ Mrs. ☐ Mr. Amy Cornell

Address: 101 Colonial Sq, Colleyville, TX 76034

Home phone: 720-284-2391

Work phone:

E-mail Address: amy.cornell87@gmail.com

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

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

In my career as an HR professional, I have twice represented my companies in cities in which I lived on Downtown Tulsa Unlimited and Downtown Denver Partnership. These were organizations addressing the changes these cities were facing from economic development, initiatives and planning perspectives. In Tulsa I represented one of the top 5 employers and in Denver I represented a temporary housing company prepared to address housing needs for influxes of personnel. I have also lived in 10 cities across 6 states, living in DFW three separate times and in three separate areas.

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

Signature: Amy E Cornell

Date: 9/5/18

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

AMY E. CORNELL, PHR, SHRM-CP

Colleyville, TX 76034

Cell: (720) 284-2391

Email: amy.cornell87@gmail.com

SUMMARY

A dependable, self-motivated, strategic HR professional dedicated to aligning human capital practices with organizational business goals. Possess exceptional communication skills in listening, presentational, written, and verbal formats. Adept in computer usage, a quick-learner, and comfortable with both established duties or emerging responsibilities.

EMPLOYMENT EXPERIENCE

June 2015-Mar 2018 CVS Health, Human Resources Business Partner, Irving, TX
July 2013-Nov 2014 Republic National Distributing Company, HR Manager, Grand Prairie, TX
Dec 2012-July 2013 Republic National Distributing Company, HR Coordinator, Denver, CO
Feb 2012-Dec 2012 Republic National Distributing Company, HR Administrator, Denver, CO
Sep 2010-Feb 2012 90octane, HR Manager, Denver, CO
June 1994-Nov 1996 BSW International, Human Resources Generalist, Tulsa, OK

- **Headcount:** Have supported a headcount of just under 50 within a start up company as a department of one, as well as supporting over 3,000 employees across multiple locations in a Fortune 7 company.
- **Training:** Delivered trainings on interviewing, HR processes, new manager skills, HR systems, change management, employment law and other topics as determined by market trends or skill gaps identified. **DDI Certified Trainer.** Coordinated all company material orders with the vendor, DDI, and internally for specific training series developed for ongoing management development corporate-wide while at RNDC.
- **Succession Planning:** Worked with managers to identify top talent and prepare for the annual presentations of selected talent to top organizational leaders.
- **Performance Management:** Educated managers on review process, coaching on communication, and adhering to dedicated timelines. Created the job aids and workflow process for performance management as co-system HRIS administrator at RNDC.
- **Change Management:** Consulted with management in delivery of change initiatives and develop appropriate roll out strategies.
- **Recruitment:** Led hiring managers in the recruiting process (have managed up to 250+ requisitions per year). Managed candidate process from offer to hire, including all drug and background screens. Responsible for assessing candidates in accordance with company defined practices.
- **Recruitment:** Developed recruitment pipeline. Posted job openings in appropriate sources, notified key "champions" of openings, cultivated personal relationships with area universities for candidate sourcing and career fair participation. Produced communications for recruiting candidates, from job offers to "no" emails, working closely with the hiring manager. Worked with the local universities and military bases to ensure company presence at career fairs as appropriate. Worked toward hosting and identifying top candidates to invite to statewide college talent career experience event.
- **Onboarding/Offboarding:** Scheduled and conducted new hire orientations for new associates, created and maintained the appropriate files and onboarding processes. Managed exit processes to secure smooth company transitions.
- **HR Scorecard:** Extracted data from various HR systems to report on required metrics monthly, quarterly and annually. This has included data on turnover, churn, time to fill requisitions, percent of talent classified as HIPO, and many other metrics defined by organizational needs.
- **HR Generalist:** Processed all new-hire, benefits, leave, paid-time off, termination, and payroll paperwork, ensuring 100% compliance with various laws and regulatory mandates and serving as primary contact person answering management/staff questions. Implemented a well-received transportation program that provided favorable tax break; low-cost, pre-tax commuter savings to employees. Provided general assistance to all levels of staff. Answer various calls from vendors, associates, applicants, former employees and family members relating to all HR functions. Provide appropriate information, or direct the caller to the correct source.
- **Wellness Initiatives:** Served as wellness site coordinator for the organizations for which I've worked. Directed the BSW company health promotion program from scratch. Measured participation and motivation through rewards and program development.
- **FMLA:** Responsible for leave management and advising leadership through the management of individual employee cases.

AMY E. CORNELL, PHR, SHRM-CP

Colleyville, TX 76034

Cell: (720) 284-2391

Email: amy.cornell87@gmail.com

- Compliance: Ensured compliance in the areas of EEO, OFCCP (AAP), ADA, Employment Eligibility, DOL, HIPAA, etc. Performed biannual MVR audits on associates as part of RNDC's DOT compliance. Ensured proper upkeep of auto insurance documentation for affected associates.
- HRIS: Co-system administrator for corporate-wide HR systems at one company, including: Taleo (applicant tracking system), Cornerstone (performance, learning and talent management system), and Hire Select (pre-employment assessment system). Subject matter expert in my designated location or business unit for all users in each HR role held. Initiated an HRIS system at a start up company. Developed an HR database integrating data between HR and all other BSW departments into an Oracle Human Resources application. Instituted a policy/procedures guide for implementation of the new system. Streamlined a database tool for tracking BSW openings, candidates, and equipment needs through the recruiting process. Validated candidate information and checked references.
- Project Management: Assigned various corporate projects, and executed these responsibilities successfully as defined. Included revamping new hire orientation, and comparison of HR Coordinators' duties to nation-wide SHRM Elements of HR Success to ensure alignment, or assisting on a first ever virtual corporate wide HR conference for a Fortune 7 organization. Team Captain and Employee Participation Coordinator for BSW's representation in Tulsa's Corporate Challenge, a city-wide health and wellness athletic event.
- Benefits: Streamlined benefit administration with a broker change and with higher quality/lower cost providers ensuring Health Care Reform compliance. Managed the benefit open enrollment process. Communicated benefit choices, changes, and timelines. Assisted employees in making benefit changes.
- Employee Handbook: Responsible for creation of an employee handbook at a startup company, including revisions, policy creation, and employee education.
- Employee Engagement: Led quarterly roundtables for all managers with HR reports around emerging and ongoing issues to determine necessary policies, deliverables, or desired outcomes. Consulted with leaders around annual engagement survey process, interpreting results, and considering action items for follow up and follow through.
- Event-Planning: Planned annual BSW company events, including formal banquets, family picnics, client contract signing celebrations, and weekly lunches with company President. Revised event planning to reduce company expenditures by 70%. Received the BSW Keystone Award for this budget reduction. Have put together benefit fairs and a statewide college talent career event which coordinated students traveling onsite from a number of universities to meet top leaders from a number of locations to fill key starting positions.
- Community Citizenship: Represented my employer in committees overseeing economic development, initiatives, and planning as part of Downtown Tulsa Unlimited and Downtown Denver Partnership.

2007-2008 Corporate Housing Solutions, Marketing Director, Greenwood Village, CO

- Marketing: Designed the marketing campaign for DNC in Denver 2008 to produce property rentals. Achieved maximum SEO with number one ranking on Google keywords.
- SEO Optimization: Wrote verbiage for redesign of company website emphasizing SEO keywords for industry. Resulted in first page rankings on keyword Google searches.
- Business Development: Promoted business development as a corporate member of RMPCA, Downtown Denver Partnership, and CHRA.

VOLUNTEER EXPERIENCE

Possess extensive experience in leadership with Educational or Non Profit organizations. Have additional resume summarizing these achievements and can provide if desired.

EDUCATION

Bachelor of Business Administration, Texas Christian University, Ft. Worth, TX May 1991

Major: Marketing, Minor: Psychology, Panhellenic Council President, Nominated-Greek Woman of the Year

AMY E. CORNELL, PHR, SHRM-CP

101 Colonial Sq, Colleyville, TX 76034

Cell: (720) 284-2391

Email: amy.cornell87@gmail.com

VOLUNTEER EXPERIENCE

- 2018 *Court Appointed Special Advocate (CASA) Volunteer*
- 2013-2016 *Kappa Alpha Theta Alumnae Chapter, Mid Cities DFW, TX*
2016 – Secretary Board Member, Ruby Slipper Soiree Committee Member
- Responsible for communications for the chapter. Offered these services for the organization's largest fundraiser event, which raised over \$20,000 for our national philanthropy organization, CASA.
- 2015 – Featured Speaking Guest, TCU Theta Chapter Networking Event
- 2007-2010 *Fox Creek Elementary, Highlands Ranch, CO*
2009-2010 – Community Liaison, PTO
- Appointed to newly created position by Principal and PTO Board. Coordinated volunteer recruitment, placement, and database. Developed Welcome Program, Teacher Conference Dinners, Hearing/Vision Screenings, Staff Appreciation Week, Volunteer Appreciation Week, and School Directory.
- 2008-2009 – Founding Board Member, PTO
- One of five founding members of the school's PTO. Increased annual fundraising for school from \$25,000 to \$70,000 and the number of parents volunteering to 35% of families in school.
- 2007-2008 – Fox Creek Education Alliance – Parent Member
- 2005-2006 *Make-A-Wish, Wish Granter, Omaha NE*
- 2002-2006 *Willowdale Elementary, Omaha NE*
2005-2006 - Secretary of PTO, 2 terms
2004-2006 – Elected Parent Representative on Willowdale School Improvement Team
- Established Willowdale's 5 year school improvement plan and restructured the school's mission statement.
- 2002-2006 - Parent Volunteer
- Secured \$1,500 in corporate advertising dollars to self-fund the school's annual production of a yearbook and student/staff directory.
- 2004-2005 *Covenant Presbyterian Church, Contemporary Service Investigative Committee, Omaha, NE*
- One of 5 Congregants selected to implement change to Contemporary Service.
- 2002-2003 *Girl Scouts of America, Troop Leader, Omaha, NE*
- 2000-2001 *Kappa Alpha Theta Alumnae Chapter, Secretary, Tulsa, OK*
- 2000-2001 *Day Center for the Homeless, Nursing Clinic Administrator, Tulsa, OK*
- 1998-2001 *Volunteer, Kirk of the Hills Presbyterian Church, Tulsa, OK*
- Publicity Director for Kirk of the Hills Mother's in Christ group. Secured ad placement in appropriate outlets to promote attendance.
 - Founding committee member of local Kirk of the Hills MOPS International group. Generated programming ideas and filled leadership roles with appropriate volunteers.
 - Selected as one of 3 congregants to hire new Early Childhood Program Director.



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. Click here for drop down menu

3. Click here for drop down menu

Name: ☐ Ms. ☐ Mrs. ☒ Mr. James Dove

Address: 800 Colleyville Terrace Colleyville, TX 76034

Home phone: 817 498-4949

Work phone: 817 498-4949

E-mail Address: jamesldove1@gmail.com

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

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

Served on Water/Wastewater Committee - 2016/2017

Served on Sidewalk Committee - 2017

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

Colleyville Lions Club

Signature: *James Dove*

Date: 7/22/18

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

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

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



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

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

1. Planning and Zoning Commission

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

2. Click here for drop down menu

3. Click here for drop down menu

Name: ☐ Ms. ☐ Mrs. ☐ Mr. Kimberly Holt

Address: 6400 Kenshire Ct Colleyville

Home phone: 214-957-1370

Work phone:

E-mail Address: kimberlydraperholt@yahoo.com

- ☒ By providing an e-mail address, I consent to the release of my e-mail address by the City.
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- ☒ 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:

Currently serving on zoning board of adjustment, sign board of appeals. 22 year Colleyville resident.

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

Signature: *Kimberly Holt*

Date: 08-22-18

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

1. Zoning Board of Adjustment

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

2. Planning and Zoning Commission

3. Colleyville Economic Development Corporation

Name: ☐ Ms. ☒ Mrs. ☐ Mr. Dee Kamerman

Address: 6016 LD Lockett Road Colleyville, TX 76034

Home phone: 817-416-2277

Work phone:

E-mail Address: deekamerman@hotmail.com

- ☒ By providing an e-mail address, I consent to the release of my e-mail address by the City.
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- ☒ 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:

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

Signature: Dee Kamerman

Date: July 9, 2018

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

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

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



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

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

1. Planning and Zoning Commission



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

2. Click here for drop down menu

3. Click here for drop down menu

Name: ☒ Ms. ☐ Mrs. ☐ Mr. Susan Mathisen

Address: 600 Colleyville Terrace, Colleyville, TX 76034

Home phone: 817-983-1620

Work phone: 817-865-3303

E-mail Address: smathisencpa@gmail.com

- ☒ By providing an e-mail address, I consent to the release of my e-mail address by the City.
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- ☒ I understand I will be required to comply with the Texas Open Meetings Act training.
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Knowledge, experience, or education applicable to Board, Commission, or Committee function:

Current Chair, City of Colleyville Planning & Zoning Commission, appointed Commissioner 10/2016
Member, City of Colleyville Parkland Dedication Committee since 10/2016
Member, City of Colleyville, Audit Committee since 11/2017
Certified Public Accountant, active TX license, 27 years in practice
Bachelor of Science in Mgmt, Tulane University

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

Chair, City of Colleyville, Citizens Water and Wastewater Utility Committee; Colleyville Baseball Assn., audit committee member, former board member; Colleyville Chamber of Commerce, member; Grapevine Chamber of Commerce, member.

Signature:

Date: 8/24/18

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

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

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



City of Colleyville Board, Commission, and Committee Questionnaire

Applicant Name Susan Mathisen Date: 8.24.2018

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

As a potential member of a board, commission or committee I anticipate that I would, alongside my fellow members, provide insight and recommendations as appropriate into areas of citizen interest or concern within the established policy area.

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

The participation of citizens in various committees and commissions seems to be working very well for Colleyville. Citizen involvement promotes understanding, transparency and accountability. The members of the Water and Wastewater Rate Advisory Committee, representing a broad spectrum of interests and talents, worked very well together in addressing a complicated issue. The result was a set of recommendations for City Council agreed upon unanimously by the committee, within the parameters provided.

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

The city may need to review its vendor approval process to assure quality and transparency. The city may need to further limit its approval of exceptions to existing zoning ordinances and guidelines.

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

I encourage increased financial transparency in all areas of city government through disclosure, simplification of reporting where possible and better communication between City Staff and City Council as well as the public.

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

I would like to see the City of Colleyville preserve its small town character, quality of residences, low crime rate, and sense of community that make Colleyville special and a desirable place to live.

8.24.18

If you have applied for the Planning and Zoning Commission or the Zoning Board of Adjustment, please answer the following:

1. The Planning and Zoning Commission requires a commitment on the second Monday of each month, along with the potential of various worksessions. Do you foresee any challenges in attending these meetings on a regular basis?

No I do not.

2. In your opinion, what are some of the key planning and zoning issues facing Colleyville in the next 5-10 years?

The Master Plan may need to be updated to parallel the values, needs and interests of the community as a whole. Any modifications should incorporate a long-term vision; one 20 years into the future. One area of concern is the lack of definition in transition zones. A small town character puts limitations and challenges on economic development. The priorities of character versus economic development need to be weighted.

8.24.18



Application for Appointment

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

1. Colleyville Library Board
2. Planning and Zoning Commission Board

Name: ___ Ms. ___ Mrs. X Mr. Gary McPherson

Address: 316 Polo Trail Home Phone: 817-281-9653

Work Phone: 972-742-5778

E-mail Address: mcpherson7@verizon.net 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: University of Texas-Arlington, Industry Advisory Board & Executive Professor (12 yrs.); Texas AM HR Advisory Board & Adjunct Faculty (18 yrs.); Six Stones Mission Network (Board of Directors & Volunteer Consultant (5 yrs.); 30 years Lockheed Martin Leadership roles including Human Resources, Strategic Planning, Environmental & Safety; Ethics and Compliance Officer. City of Colleyville Library Board (2018). Volunteer: Mission Metroplex, Arlington Night Shelter, Remington Park HOA & City Liaison (4 years).
2. What do you perceive your role will be in serving on a board, commission, or committee? Providing citizen input to city plans; perform tasks and/or other volunteer support for the city Staff as requested; actively participate in communicating and supporting decisions made by city council and staff; Assisting in analysis, fact finding, and upholding city policy when requested by City staff & Council. Learning more about how the city functions, it's needs, and how I can best make positive contributions to keeping Colleyville a great place to work & live.
3. In your opinion, what policies/programs/assets of Colleyville are working well? Public Safety; City Maintenance and Planning; Zoning planning; utility planning and maintenance; communications, parks & recreation programs; library services, tax planning, economic development.
4. What are some issues in Colleyville that may require change? Code enforcement; Systematic Upgrading & maintaining infrastructure & city facilities; Determining the correct resources the City needs to attract & retain top talent on the City Staff and preserving Colleyville's strengths in public safety, city services, roads, etc.
5. If you could influence the City in just one way, what would that be? Help city leaders to remain positive, united, innovative and strategic in preserving and elevating Colleyville as the city of choice to live in the metroplex.
6. Please share with us your vision for the City of Colleyville. Leverage Colleyville's unique, laid back, environment with it's strategic proximity to DFW Airport to drive property values up, selective business expansion, and tax base growth in ways that remain fiscally and ethically responsible. Make Colleyville a unique mid-metroplex oasis in the midst of an increasingly congested area that attracts a diverse mix of home owners that add value to our community.

Signature: Gary L McPherson Date: 8-9-2018

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



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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. Click here for drop down menu

3. Click here for drop down menu

Name: ☐ Ms. ☐ Mrs. ☒ Mr. Ryan Moore

Address: 5705 Bent Tree Ct

Home phone: 214-507-4896

Work phone: 817-267-3900

E-mail Address: moorepartnerstx@gmail.com

- ☒ By providing an e-mail address, I consent to the release of my e-mail address by the City.
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- ☒ I understand I will be required to comply with the Texas Open Meetings Act training.
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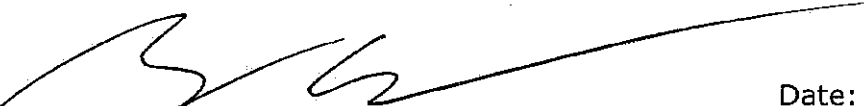
Knowledge, experience, or education applicable to Board, Commission, or Committee function:

14 years in construction industry specifically in the supply of water, sewer and storm materials to site projects. I have experience in public works projects, private residential projects as well as commercial projects.

I am a licensed real estate agent as well which helps me to deliver insight to the committee from a real estate perspective.

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

I am currently serving on the Historical Preservation Committee

Signature: 

Date: 8/21/18

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

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

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



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

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

1. Planning and Zoning Commission

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

2. Click here for drop down menu

3. Click here for drop down menu

Name: ☐ Ms. ☐ Mrs. ☒ Mr. Paul Pardo

Address: 904 Saddlebrook Dr.

Home phone: 254.230.3276

Work phone:

E-mail Address: paulpardo27@yahoo.com

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

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

Own land and businesses in Colleyville and Southlake for past 8 years. Past president of the Left Bank Development Association and member of Planning and Zoning Board for the River Walk in San Antonio, Tx.

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

Signature: *Paul Pardo*

Date: 9/2/18

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

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



Application for Appointment

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

- ~~ARCHITECTURAL REVIEW COMMISSION~~ Planning and Zoning
1. CLICK TO VIEW AND CHOOSE
 2. CLICK TO VIEW AND CHOOSE
 3. CLICK TO VIEW AND CHOOSE

Name: Ms. Mrs. Mr. Tim Raine
Address: 3104 Queensbury Way Ct.
Home Phone: 817-360-6119 Work Phone: N/A - retired
E-mail Address: timraine25@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: Extensive real estate experience as a mgr. with FDIC during banking crisis and as a SVP in banking. I've also served on the Water Rate Committee and many yrs. as a select coach through CBA.
 2. What do you perceive your role will be in serving on a board, commission, or committee? My role would be to support the vision of the Council's intent for RE development in the city consistent with current plans and ordinances.
 3. In your opinion, what policies/programs/assets of Colleyville are working well? I personally believe all are working well. The road const. must be managed as well as possible.
 4. What are some issues in Colleyville that may require change? I'm not too sure much needs to be now that the City Charter and Master Plans have been revised.
 5. If you could influence the City in just one way, what would that be? To facilitate being less aggressively polarized.
 6. Please share with us your vision for the City of Colleyville. My vision would be to maximize our great assets to make sure our businesses, transportation and quality of life for the citizens thrive.
- Signature: Tim Raine Date: 5/9/2018

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

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

1. Planning and Zoning Commission ☐

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

2. Zoning Board of Adjustment ☐

3. Metroport Teen Court Advisory Board ☐

Name: ☐ Ms. ☒ Mrs. ☐ Mr. Sayeda Bilqees Syed

Address: 6705 Sapphire Circle North, Colleyville, Texas, 76034

Home phone: 8174005709

Work phone: 8179130474

E-mail Address: sbilqees@gmail.com

- ☒ By providing an e-mail address, I consent to the release of my e-mail address by the City.
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Knowledge, experience, or education applicable to Board, Commission, or Committee function:

M.S (Mechanical Engg.), Member SAE, ASME, PE(Pakistan), Member Metroport Teen Court Advisory Board since October 2017, Architectural Review Commission since February 2018, Board of Director Sapphire enclave HOA since April 2017 (President since April 2018), Chairperson of ACC (Sapphire Enclave HOA, Colleyville)

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

Member, Metroport Teen Court Advisory Board since October 2017
Member, Architectural Review Commission since February 2018

Signature: Sayeda Bilqees Syed

Date: 9/6/18

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

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 Management | • Time management | • Specialize vehicle Production |
| | • Problem solving & continuous improvement | |

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 mange 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



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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. Click here for drop down menu

3. Click here for drop down menu

Name: ☐ Ms. ☒ Mrs. ☐ Mr. Julie Waltens

Address: 716 Duns Tew Path, Colleyville, TX 76034

Home phone: 501 681 0908

Work phone:

E-mail Address: julie.waltens@yahoo.com

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

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

- * Bachelor of Science in Finance
- * Experience working in commercial real estate appraisal and finance
- * Dedicated to the preservation of Colleyville's unique semi-rural charm
- * Impeccable integrity

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

I have been actively involved in Colleyville city matters and politics since moving here in 2013 and would be honored to join the others in service on the P&Z Committee.

Signature: Electronically Signed by Julie Waltens

Date: 9/2/20

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

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

RESOLUTION R-18-4310

**A RESOLUTION APPOINTING MEMBERS TO THE
PLANNING AND ZONING COMMISSION**

WHEREAS, four (4) positions on the Planning and Zoning Commission have terms which expire September 2018.

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

Sec. 1. THAT the Colleyville City Council hereby appoints the following persons to serve a two-year term, expiring September 2020:

- Place 1
- Place 2
- Place 3
- Place 4

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF ____ AYES, ____ NAYS, AND ____ ABSTENTIONS
ON THIS THE 18TH DAY OF SEPTEMBER 2018.

Mayor Richard Newton	_____	Mayor Pro Tem Bobby Lindamood	_____
Place 1, Tammy Nakamura	_____	Place 5, Chuck Kelley	_____
Place 3, Kathy Wheat	_____	Place 6, Callie Rigney	_____
Place 4, George Dodson	_____		

ATTEST:

CITY OF COLLEYVILLE

Christine Loven, TRMC
City Secretary

Richard Newton
Mayor



City of Colleyville City Council Agenda Briefing

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

Agenda Number 7f

Agenda Date 09/18/2018

Number Resolution R-18-4311

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 three (3) place positions and two (2) alternate positions on the Zoning Board of Adjustment whose terms expire September 2018. The positions were advertised and applications accepted July 5 through September 7, 2018. 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 expire September 2018:

- Place 1 - Richard Vallario
- Place 2 - Dee Kamerman
- Place 3 - Wayne Maynard
- Alternate 1 - Scott McCombs
- Alternate 2 - Mic Deakin

The applicants are listed below, and their applications are attached:

- Fernando Avelar
- Wayne Maynard
- Richard Vallario
- Mic Deakin
- Dan Shadle
- Dee Kamerman
- Sayeda Syed

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. Resolution R-18-4311

ZONING BOARD OF ADJUSTMENT

PLACE 1

Richard Vallario

201 Millwood Court
Colleyville, TX 76034
H: (817) 605-8008
W: (817) 988-4063
ricsharval@aol.com

TERM: Sep 2016 - Sep 2018

PLACE 2

Dee Kamerman

6016 L. D. Lockett Road
Colleyville, TX 76034
H: (817) 416-2277
deekamerman@hotmail.com

TERM: Sep 2016 - Sep 2018

PLACE 3 - VICE CHAIR

Wayne Maynard

W: (864) 238-3995
H: (817) 369-4290
votewaynemaynard@gmail.com

TERM: Sep 2016 - Sep 2018

PLACE 4

Frank Carroll

1304 Alexandra Court
Colleyville, TX 76034
W: (817) 781-7086
H: (817) 577-3002
frankcarroll1917@gmail.com

TERM: Feb 2018 - Sep 2019

PLACE 5

Kimberly Holt

6400 Kenshire Court
Colleyville, TX 76034
H: (214) 957-1370
kimberlydraperholt@yahoo.com

TERM: Feb 2018 - Sep 2019

ALTERNATE 1

Scott McCombs

5113 Auburndale Avenue
Colleyville, TX 76034
H: (817) 909-6087
W: (214) 863-3305
scott.mccombs@cbre.com

TERM: Feb 2018 - Sep 2018

ALTERNATE 2

Mic Deakin

4828 Lakeside Drive
Colleyville, TX 76034
H: (817) 399-9885
W: (714) 348-4074
michaeldeakin@sbcglobal.net

TERM: Dec 2016 - Sep 2018



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

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

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

1. Planning and Zoning Commission

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

2. Zoning Board of Adjustment

3. Click here for drop down menu

Name: ☐ Ms. ☐ Mrs. ☒ Mr. Fernando Avelar

Address: 7508 Overland Trl., Colleyville, TX 76034

Home phone: 817-312-0565

Work phone:

E-mail Address: rexcapitaltx@gmail.com

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

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

- Corporate attorney with a focus in mergers and acquisitions licensed to practice in Texas
- Principal in a real estate investment firm focusing on investments in the Dallas/Fort Worth area
- Graduate of SMU Dedman School of Law and The University of Texas at Austin
- Fluent in Spanish
- Colleyville resident

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

I am interested in serving the City of Colleyville and its residents by providing my knowledge and experience to the needs of the Planning and Zoning Commission.

Signature: *Fernando Avelar*

Date: 9/4/18

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

EXPERIENCE**Rex Capital LLC****Dallas/Fort Worth, TX***Principal and CEO, June 2017 – Current*

- Locate, evaluate, and invest in residential real estate properties
- Manage a portfolio of rental properties with a focus on single-family dwellings

Wick Phillips Gould & Martin, LLP**Dallas, TX***Associate Attorney – Corporate Group (M&A), July 2014 – March 2018*

- Served on the deal team and represented clients in the closing of multi-million dollar asset and equity transactions
- Advised clients on general corporate law, including fiduciary duties and corporate governance
- Represented a window manufacturer in the sale of its business to a public company for \$240MM, which won D CEO Magazine's 2017 M&A Large Deal award

Seay Law**Dallas, TX***Attorney, April 2014 – July 2014*

- Represented clients in various types of real estate transactions
- Assisted with the acquisition of multi-million dollar commercial buildings, including a historically designated building

United States District Court, Northern District of Texas**Fort Worth, TX***Extern for Judge Cureton, Fall 2012*

- Authored legal opinions for social security appeals
- Observed court proceedings including a pre-trial conference, detention hearings, and arraignment hearings

Dr Pepper Snapple Group**Plano, TX***Legal Intern, July 2012 – August 2012*

- Assisted counsel in drafting terms and conditions for several contract agreements
- Contributed to SEC public filings
- Researched and analyzed international law to determine applicability to business

Criss & Kraft**Dallas, TX***Law Clerk, May 2012 – June 2012*

- Advised clients on corporate governance issues related to start-up ventures
- Assisted attorneys in pre-trial litigation matters
- Conducted legal research on Texas jurisdiction, employment, and health care law

Martin, Pringle, Oliver, Wallace and Bauer, L.L.P.**Wichita, KS***Law Clerk, May 2011 – August 2011*

- Drafted memoranda, pleadings, a settlement agreement, and a motion for summary judgment
- Helped attorneys with issues involving tax, medical malpractice, products liability, intellectual property, energy, commercial litigation, and employment law

PUBLICATIONS

- Author, "Pact for Mexico and Telecommunication Reform in Mexico," *Law and Business Review of the Americas*, Vol. 19, No. 2, Spring 2013
- Author, "Argentina's Economic Troubles: Debt and the IMF," *Law and Business Review of the Americas*, Vol. 19, No. 1, Winter 2013
- Author, "FCPA Risks for U.S. Companies in Latin America, Renewable Energy Thrives in Brazil and Mexico, and the New PRI: Enrique Peña Nieto," *Law and Business Review of the Americas*, Vol. 18, No. 4, Fall 2012
- Author, "Alternative Drug Policies in the Americas," *Law and Business Review of the Americas*, Vol. 18, No. 3, Summer 2012

EDUCATION**Southern Methodist University, Dedman School of Law****Dallas, TX***Juris Doctor, May 2013*

- International Law Review, Latin America Reporter and Articles Editor
- Volunteer Income Tax Association, Tax Preparer

The University of Texas at Austin**Austin, TX***Bachelor of Arts in Economics, Minor in Spanish, December 2009*

- Academic Honors

PROFESSIONAL LICENSE AND AFFILIATIONS

- **State Bar of Texas**, licensed Nov. 2013
- Dallas Bar Association, Member
- DAYL Animal Welfare Committee, Member
- Texas Young Lawyer's Association, Member

SKILLS AND INTERESTS

- Fluent in Spanish
- Interests include weight-lifting, yoga, mixed-martial arts, and my dog (Corbin)



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. _____
3. _____

Name: Ms. Mrs. ☒ Mr. Michael Deakin

Address: 4828 Lakeside Dr Home Phone: 817-399-9885

Work Phone: 714-348-4074

E-mail Address: michaeldeakin@sbcglobal.net 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 currently serving on the Zoning Board of Adjustment as an Alternate. I manage the US division of a leather manufacturing company out of Mexico and have 40 years' experience as a sales executive. I have a degree in Political Science, am a member of the CCPAAA and a member of the Good Shepherd Men's Club**
2. **What do you perceive your role will be in serving on a board, commission, or committee? The roll of anyone serving on this committee is to be a representative of the city and to make decisions based on the ordinances and codes of the city and state law regardless of my personal beliefs.**
3. **In your opinion, what policies/programs/assets of Colleyville are working well? City Staff, Police, Fire etc. are our greatest city assets. Beyond that from my advantage point most everything is going well and sure that there is more depth to that then I know of or qualified to speak to.**
4. **What are some issues in Colleyville that may require change? The first and primary issue that faces Colleyville is business development, how to sustain those businesses that have been hurt by the Highway 26 development and how we can help them rebound from the hurt they have had to endure. The next step would be is how do we get the citizens of Colleyville to support all of our local businesses and to determine what businesses are sustainable in Colleyville and not to just fill space on businesses that won't succeed in the long run. Having been on the Adjustment Board I have seen that the city needs to review some of the codes and get them to the same standards of the other cities in the county.**
5. **If you could influence the City in just one way, what would that be? How do we put aside the animosity that has divided the city for the last 8 or so years and expand the current transparency to now include inclusion and diversity in our decision making process which is healthy and needed for any city to survive and succeed.**
6. **Please share with us your vision for the City of Colleyville. My vision would be to see healthy meaningful growth while maintaining its small town appeal. The development of more parks and green zones for community use. Lastly the promotion of civil discourse which would make for a healthy community.**



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

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

1. Zoning Board of Adjustment

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

2. Planning and Zoning Commission

3. Colleyville Economic Development Corporation

Name: ☐ Ms. ☒ Mrs. ☐ Mr. Dee Kamerman

Address: 6016 LD Lockett Road Colleyville, TX 76034

Home phone: 817-416-2277

Work phone:

E-mail Address: deekamerman@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:

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

Signature: Dee Kamerman

Date: July 9, 2018

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. **Zoning Board of Adjustment & Sign Board of Appeals**
2. _____
3. _____

Name: ___ Ms. ___ Mrs. ___ Mr. **Wayne J Maynard** _____

Address: _____

Home Phone: **817.369.4290** Work Phone: **864.238.3995**

E-mail Address: **waynejmaynard@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:**

Current Chair of the Zoning Board of Adjustment & Sign Board of Appeals 3 Years / Board of Directors of the Colleyville Lions Club 3 Years / Director Colleyville LEO's Club 3 Years / President, Colleyville Citizens Police Academy Alumni Association 2 Years / Colleyville Citizens on Patrol Member / Tarrant County Elections Judge numerous times.

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

Community service: I believe that serving our community as a resident representative is one of the most honorable things a person can do. Especially, when you are serving while possessing the invaluable knowledge of the Land Development Code, and/or the Colleyville City Charter. I am proud to have extensive knowledge of both the LDC and the City Charter and this allows a person to make informed decisions which only benefits the future of Colleyville.

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

I believe the recent pay raise for our first responders was one of the best things our city leadership could have done for the future and betterment of our community. I believe city-sponsored functions such as the Farmers Market, Movies in The Park and the like is a fantastic asset to our community. The Colleyville Library's multiple programs are fantastic. Honestly, Colleyville's Library is one of the best known assets our city has to offer our younger generation. And the multitude of programs and events that it offers is second to none.

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

I am not sure this is something that actually requires change, but I believe that our roads need a lot of updating in order to be safer for our citizens. Maybe more than we realize. Although, there is great progress being made within our city on improved highways and streets, I would like to see more emphasis put into updating roads to improve safety. I believe that highlighted curbing, additional street lighting and numerous other things could be done that would help to reduce accidents in our city.

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

I enjoy being a representative of our city, while serving on the ZBA. I believe professionalism is key in any position of public service. It is enjoyable to most anyone, I would assume, to be complimented on the job that they do while representing our city by random citizens. And I look forward to continuing to make an influence on our city in this positive way.

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

I believe Colleyville to be one of the most beautiful cities that I've ever had the pleasure to call home. With its many amenities that allow convenience, and its country-like feel that is still available in many areas of our city. I look forward to doing my small part in helping to maintain the fantastic life that Colleyville offers into the future.

Signature: Wayne J. Maguire Date: 9/7/18

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



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

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

1. Zoning Board of Adjustment



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

2. Click here for drop down menu

3. Click here for drop down menu

Name: ☐ Ms. ☐ Mrs. ☒ Mr. Dan Shadle

Address: 1208 Hardage Lane

Home phone: 817-689-7205

Work phone:

E-mail Address: dan.shadle@frontier.com

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

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

I have a desire to serve this great city and felt this is a way that I can serve. We have such a unique city and I want to keep it that way. I am interested in following the current land development code and continue to keep Colleyville a low density city.

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

Signature:

Date: 8/27/18

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

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

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



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

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

1. Planning and Zoning Commission



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

2. Zoning Board of Adjustment



3. Metroport Teen Court Advisory Board



Name: ☐ Ms. ☒ Mrs. ☐ Mr. Sayeda Bilqees Syed

Address: 6705 Sapphire Circle North, Colleyville, Texas, 76034

Home phone: 8174005709

Work phone: 8179130474

E-mail Address: sbilqees@gmail.com

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

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

M.S (Mechanical Engg.), Member SAE, ASME, PE(Pakistan), Member Metroport Teen Court Advisory Board since October 2017, Architectural Review Commission since February 2018, Board of Director Sapphire enclave HOA since April 2017 (President since April 2018), Chairperson of ACC (Sapphire Enclave HOA, Colleyville)

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

Member, Metroport Teen Court Advisory Board since October 2017
Member, Architectural Review Commission since February 2018

Signature: Sayeda Bilqees Syed

Date: 9/6/18

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

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 mange 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. Zoning Board of Adjustments

2. Sign Board

3.

Name: ___ Ms. ___ Mrs. _x_ Mr. Richard A. Vallario

Address: 201 Mill Wood Ct, Colleyville Tx 76034

Home Phone: 817 605 8008

Work Phone: 817 988 4063

E-mail Address: ricsharval@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: Masters Degree in Management, Member of Zoning Board Of Adjustments and Sign Board for more than 4 years. Managed and led large organizations in the Military and responsible for Profit and Loss at a large Defense Contractor
2. What do you perceive your role will be in serving on a board, commission, or committee? Adhere to law and regulations, while using common sense, keeping the good of Colleyville in mind.
3. In your opinion, what policies/programs/assets of Colleyville are working well? Keeping Colleyville, Colleyville, while expanding business.
4. What are some issues in Colleyville that may require change? Some dated regulations, business expansion, while keeping Colleyville, Colleyville.
5. If you could influence the City in just one way, what would that be? Get 26 finished quickly, Road repair.

6. Please share with us your vision for the City of Colleyville. Colleyville is a great small city, with a village feel, keep it that way while expanding business.

Signature: _____

Richard A. Vall

Date: _____

8 Aug 2018

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

RESOLUTION R-18-4311

**A RESOLUTION APPOINTING MEMBERS TO THE
ZONING BOARD OF ADJUSTMENT**

WHEREAS, three (3) place positions and two (2) alternate positions on the Zoning Board of Adjustment have terms which expire September 2018.

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

Sec. 1. THAT the Colleyville City Council hereby appoints the following persons to serve a two-year term expiring September 2020:

- Place 1
- Place 2
- Place 3
- Alternate 1
- Alternate 2

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF ____ AYES, ____ NAYS, AND ____ ABSTENTIONS ON THIS THE 18TH DAY OF SEPTEMBER 2018.

Mayor Richard Newton	_____	Mayor Pro Tem Bobby Lindamood	_____
Place 1, Tammy Nakamura	_____	Place 5, Chuck Kelley	_____
Place 3, Kathy Wheat	_____	Place 6, Callie Rigney	_____
Place 4, George Dodson	_____		

ATTEST:

CITY OF COLLEYVILLE

Christine Loven, TRMC
City Secretary

Richard Newton
Mayor



City of Colleyville City Council Agenda Briefing

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

Agenda Number 7g

Agenda Date 09/18/2018

Number Resolution R-18-4312

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) Councilmember positions on the Colleyville Economic Development Corporation Board whose terms expire September 2018.

During the August 28, 2018 meeting of the Colleyville Economic Development Corporation, Councilmember George Dodson was elected President and Mayor Richard Newton was elected Vice President of the Colleyville Economic Development Corporation. This resolution provides for City Council to consider Councilmember appointments to the Colleyville Economic Development Corporation whose terms will expire September 2020.

The following Board member's term expire September 2018:

- Richard Newton
- Bobby Lindamood
- Tammy Nakamura

Financial Impact

There is no financial impact to the City.

Recommendation

Approve

Attachments

1. Colleyville Economic Development Corporation roster
2. Resolution R-18-4312

COLLEYVILLE ECONOMIC DEVELOPMENT CORPORATION

PRESIDENT

George Dodson
7309 Balmoral Drive
Colleyville, TX 76034
H: (817) 937-3198
gdodson@colleyville.com
TERM: June 2017 – May 2020

VICE PRESIDENT

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

DIRECTOR

Ralph Hunkins
808 Regina Court
Colleyville, TX 76034
W: (972) 268-3331
H: (817) 756-1430
rhunkins@sprintmail.com
TERM: Oct 2017 – Sep 2019

DIRECTOR

Bobby Lindamood
5508 Janet Lane
Colleyville, TX 76034
H: (214) 232-8147
blindamood@colleyville.com
TERM: June 2016 - May 2018

DIRECTOR

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

DIRECTOR

Mark Slosson
2407 Poplar Court
W: (817) 455-6900
H: (817) 540-3144
slosson@verizon.net
TERM: Oct 2017 - Sep 2019

DIRECTOR

John Terhoeve
1204 Opal Court
Colleyville, TX 76034
W: (817) 999-5629
jmterhoeve@gmail.com
TERM: April 2017 - Sep 2019

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

Christine Loven
100 Main Street
Colleyville, TX 76034
W: (817) 503-1133
cloven@colleyville.com

RESOLUTION R-18-4312

**A RESOLUTION APPOINTING MEMBERS TO THE
COLLEYVILLE ECONOMIC DEVELOPMENT CORPORATION
BOARD OF DIRECTORS**

WHEREAS, three (3) Councilmember positions on the Colleyville Economic Development Corporation Board of Directors have terms which expire September 2018.

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 Councilmembers to the Colleyville Economic Development Corporation with a term expiring September 2020:

-
-
-

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF ___ AYES, ___ NAYS, AND ___ ABSTENTIONS ON THIS THE 18TH DAY OF SEPTEMBER 2018.

Mayor Richard Newton	_____	Mayor Pro Tem Bobby Lindamood	_____
Place 1, Tammy Nakamura	_____	Place 5, Chuck Kelley	_____
Place 3, Kathy Wheat	_____	Place 6, Callie Rigney	_____
Place 4, George Dodson	_____		

ATTEST:

CITY OF COLLEYVILLE

Christine Loven, TRMC
City Secretary

Richard Newton
Mayor



City of Colleyville City Council Agenda Briefing

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

Agenda Number 8a

Agenda Date 09/18/2018

Number Resolution R-18-4294

Type Resolution

Department Community Development

Title

Consideration of a final plat for Lots 1, 2, and 3X, Block 1, Old Grove Addition, Phase II, located at 105 and 103 John McCain Road and 7189 Cast Iron Forest Trail, Case PC17-004

Strategic Plan

There is no Strategic Plan connection for this item.

Explanation

This item remained tabled at the September 4, 2018 City Council meeting.

This item remained tabled at the August 21, 2018 City Council meeting.

This item was tabled at the August 7, 2018 City Council Meeting.

Reading and Public Hearing

Kevin Kessler, the applicant, requests approval of a final plat for Lots 1, 2, and 3X, Block 1, Old Grove Addition on approximately 2.20 acres, located at 105 and 103 John McCain Road and 7189 Cast Iron Forest Trail. The applicant proposes to combine and redevelop 2 lots, an old right-of-way area, and an open space lot into 2 single-family residential lots and an open space lot. The old right-of-way area will be abandoned as part of the plat.

Existing Conditions/Background: The subject property is currently zoned PUD-R Planned Unit Development – Residential district and is a combination of Lots 1 & 2, Block 1, Neidholt Addition, and old right-of-way area, and Lot 2X, Block E, Old Grove Addition. The property is generally located east of Cast Iron Forest Trail and southwest of John McCain Road as it turns north. The property is currently undeveloped. The plat up for consideration proposes to combine and redevelop the property for future residential development on 2 lots and an open space lot.

Lot Dimensions and Setbacks:

Per Ordinances O-04-1475, Lot Requirements and Setbacks, the PUD zoning regulations require the following standards:

Minimum Lot Area: 13,000 square feet

Average Lot Area: 16,000 square feet
Minimum Lot Width: 90 feet
Minimum Lot Depth: 120 feet
Minimum Front Yard Setback: 25 feet
Minimum Side Yard Setbacks: 10 feet
Minimum Rear Yard Setback: 25 feet

As submitted, the proposed plat meets all of the requirements of the PUD-R zoning and the Land Development Code.

Surrounding Development: The properties to the north, south, and west are zoned PUD-R Planned Unit Development – Residential district and primarily developed with single family homes. The property to the east is zoned R-30 Single Family Residential district and developed with a single family home. There is a large retention/detention pond adjacent to the south.

Analysis: The property is located at the northeast side of the Old Grove neighborhood. The PUD-R zoning approved in 2004 originally planned for 4 lots. The proposal has reduced the lot number to 2 lots for single-family residential development.

The proposed Final Plat also includes a small open space lot adjacent to an existing Emergency Access Easement and drive lane.

Finally, an old right-of-way area is currently unused with no improvements existing. The approval of the Final Plat will include the abandonment of the right-of-way and the area incorporated into the lot area of the proposed area of Lot 1.

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 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, March 23, 2018. Notice was published in the Fort Worth Star-Telegram as required by State law and the Land Development Code on Saturday,

March 24, 2018. To date, three correspondences in opposition have been received for this item.

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

Planning & Zoning Commission Recommendation: The Planning & Zoning Commission recommended approval at their July 9, 2018 meeting by a vote of 5-0.

Financial Impact

There is no financial impact to the City.

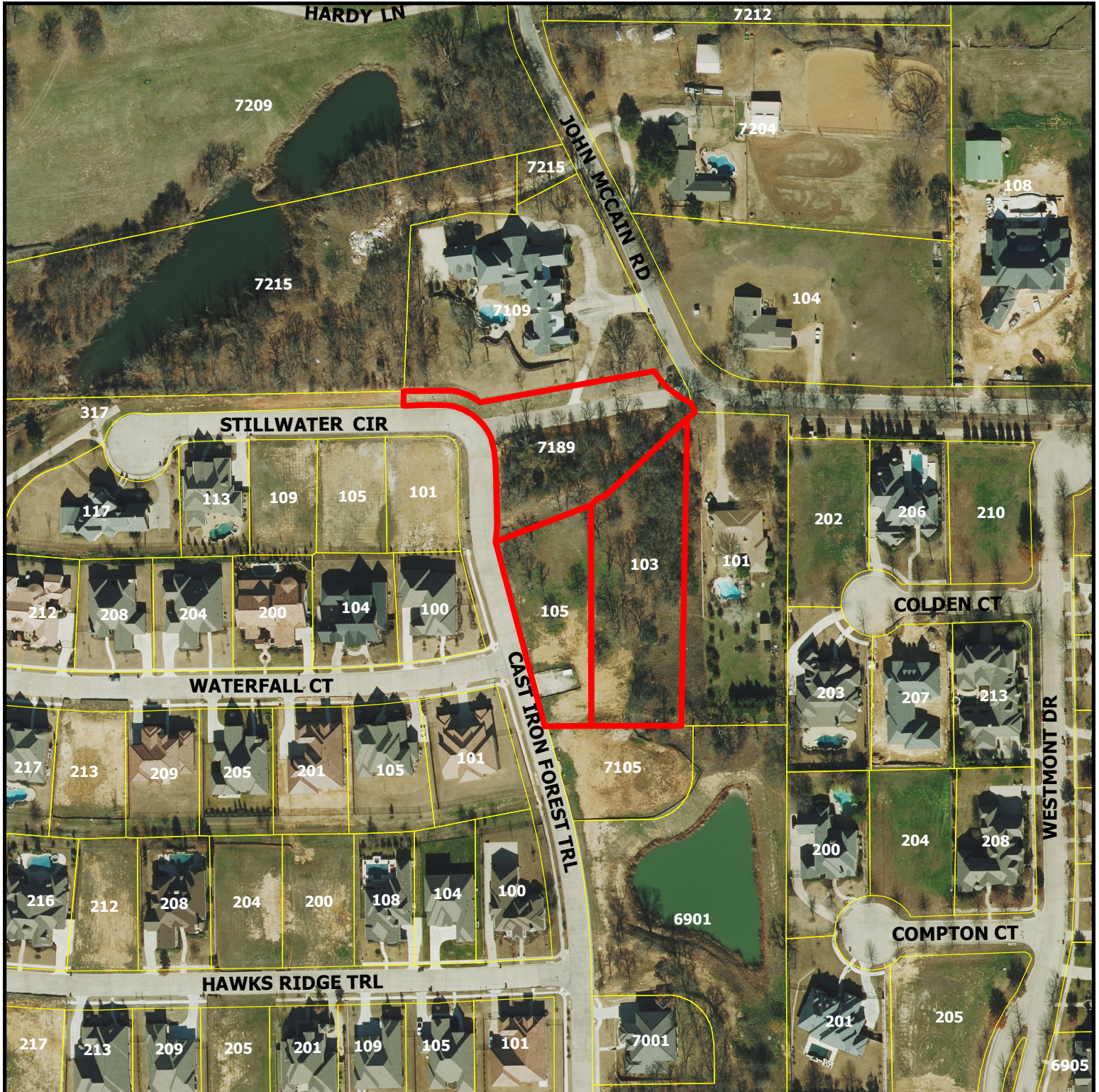
Recommendation

Approve

Attachments

1. Aerial Map
2. Zoning Map
3. Future Land Use Map
4. Plat Exhibit
5. Ordinance O-04-1475
6. Notification Map
7. Notification List
8. Property Owner Notification Letter
9. Letters of Opposition
10. Resolution R-18-4294

Aerial Map



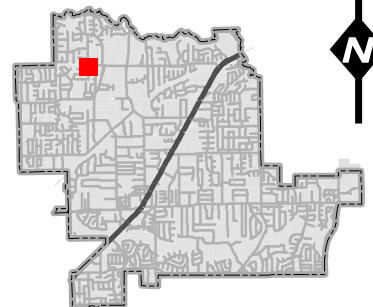
PC17-004

**105 & 103 John McCain Rd and
7189 Cast Iron Forest Trl**

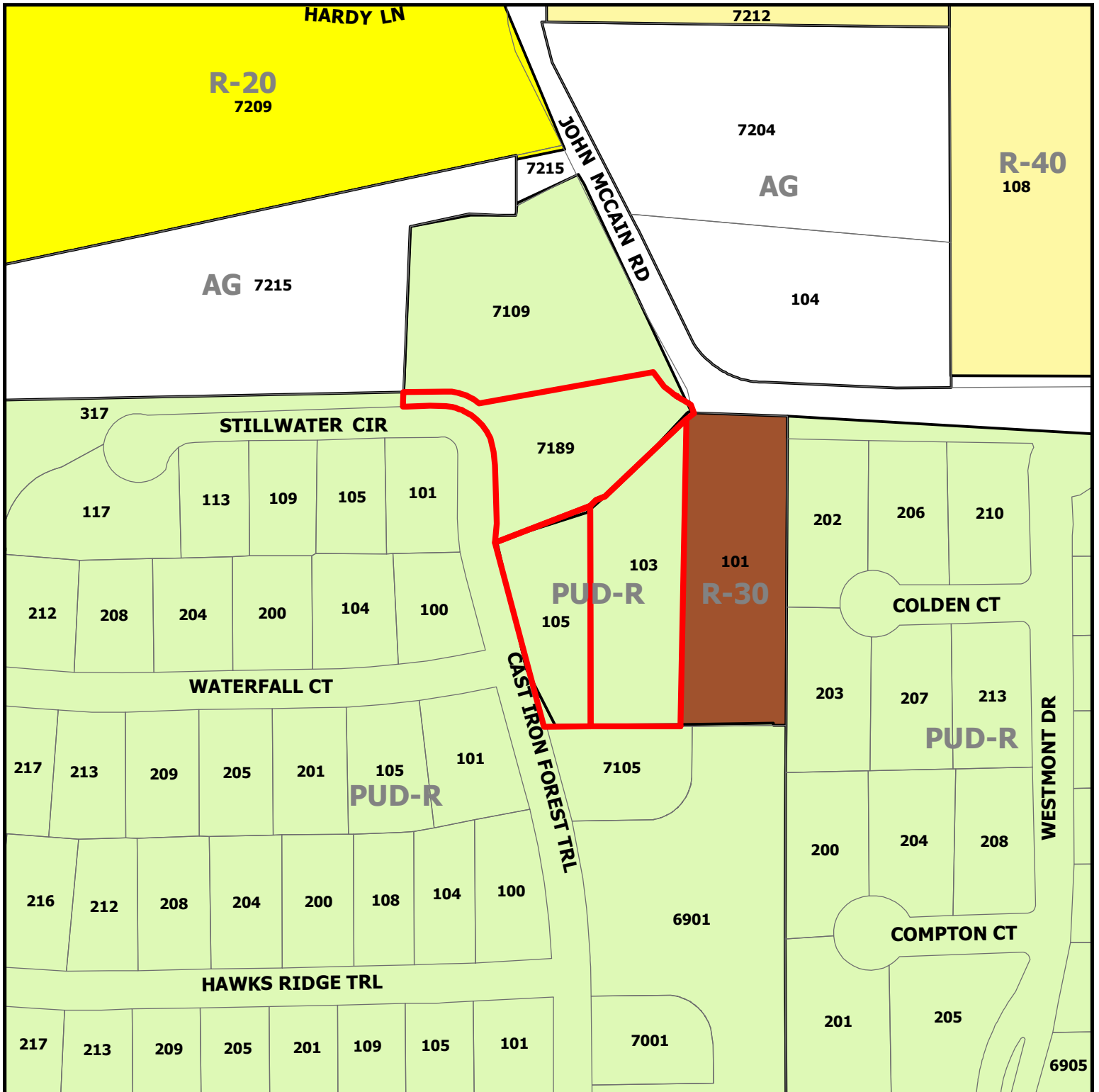
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Subject Property



Zoning Map

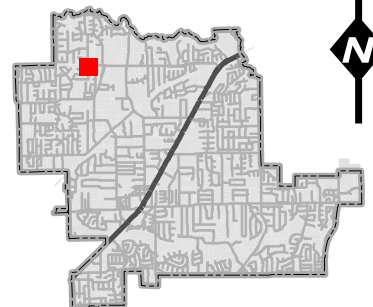


PC17-004

**105 & 103 John McCain Rd and
7189 Cast Iron Forest Trl**

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 Subject Property



Future Land Use Map



PC17-004

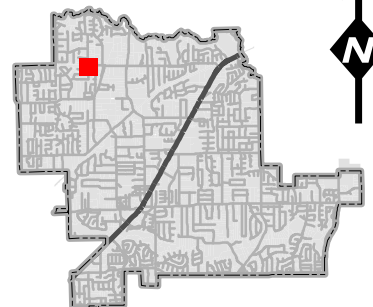
**105 & 103 John McCain Rd and
7189 Cast Iron Forest Trl**

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Subject Property



OLD GROVE ADDITION, PHASE II



ORDINANCE O-04-1475

AN ORDINANCE AMENDING CHAPTER 3, LAND USE OF THE LAND DEVELOPMENT CODE OF THE CITY OF COLLEYVILLE, TEXAS, BY AMENDING THE OFFICIAL ZONING MAP AND CHANGING THE ZONING OF LOTS 1 AND 2, BLOCK 1, NEIDHOLT ADDITION, FROM THE R30 SINGLE FAMILY RESIDENTIAL DISTRICT TO THE PUD-R PLANNED UNIT DEVELOPMENT RESIDENTIAL DISTRICT; PROVIDING FOR THE VIOLATION OF THIS ORDINANCE; PROVIDING A SAVINGS CLAUSE; AUTHORIZING PUBLICATION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, an application for a zoning change was filed by Old Grove Limited Partnership on July 6, 2004, under Case No. Z-04-026; and

WHEREAS, the City of Colleyville has complied with the notification requirements of the Texas Local Government Code and the Colleyville Land Development Code; and

WHEREAS, the Planning and Zoning Commission has held a public hearing and made a recommendation on the proposed zoning amendment; and

WHEREAS, the City Council has determined that the proposed zoning amendment is in the best interests of the City of Colleyville.

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

Sec. 1. THAT the Master Plan, the Land Development Code of the City of Colleyville, Texas, and the Official Zoning Map are hereby amended insofar as they relate to certain land located in Colleyville, Texas, as shown on the Zoning Map attached as Exhibit "A", and described by metes and bounds description attached as Exhibit "B", by changing the zoning of said property from the R30 Single Family Residential district to the PUD-R Planned Unit Development Residential district, as shown on the attached Exhibit "C", including any other conditions and restrictions imposed and approved by the City Council, which are incorporated herein.

Sec. 2. THAT the PUD-R shall be subject to the following conditions:

1. GENERAL

- a. The purpose of the PUD-R area is for single-family residential development.

- b. This property is subject to all the regulations contained in the Colleyville Land Development Code, except where amended by this Ordinance.

2. PERMITTED USES

- a. Single family residences, detached
- b. Open space

3. RESIDENTIAL LOT REQUIREMENTS AND SETBACKS

- a. Residential lot requirements and setbacks shall comply with the following provisions:

(1) Minimum Lot Size	13,000 square feet
(2) Minimum Lot Width	90 feet
(3) Minimum Lot Depth	120 feet
(4) Front Building Line	25 feet
(5) Side Building Line	10 feet
(6) Rear Building Line	25 feet

- b. The average lot size 16,000 square feet and shall be calculated over the combined acreage of Whittier Heights Phase I, Old Grove Phase I, Whittier Heights Phase II, and Old Grove Phase II.

4. OPEN SPACE

- a. The PUD-R area shall provide a minimum of twenty percent (20%) of the residential project area as common open space for the leisure and recreational use of the development's residents. The open space shall be calculated over the combined acreage of Whittier Heights Phase I, Old Grove Phase I, Whittier Heights Phase II, and Old Grove Phase II. The open space shall comply with the provisions contained in the Land Development Code.
- b. The common open space may be utilized for storm water detention purposes.

5. CONCEPTUAL SITE PLANS AND PLATTING

- a. The residential lot layout of the PUD-R area shall be generally consistent with the conceptual site plan attached as Exhibit "C", which shall be considered the preliminary plat. The actual street and lot arrangement may differ from that shown on Exhibit "C" to accommodate physical, topographic, drainage or other conditions.

- b. Prior to the issuance of any development permits on the subject property and as a condition to the development of the subject property, the developer shall obtain approval of a final plat of the property in accordance with the procedures and requirements of the Colleyville Land Development Code. In approving the final plat, the approving body shall exercise reasonable discretion with respect to changes from the Preliminary Plat in roadway design, lot sizes, lot shape, building line, setback lines, open space and all other aspects of the plat.
- c. The average residential density is permitted to be 1.8 dwelling units per acre over the combined acreage of Whittier Heights Phase I, Old Grove Phase I, Whittier Heights Phase II, and Old Grove Phase II.

6. STREETS AND SIDEWALKS

- a. Each homebuilder shall construct sidewalks along lot frontages. All sidewalks shall be constructed in accordance with the requirements of the Colleyville Land Development Code.

7. OTHER

- a. This development shall be subject to all impact fees as of the date of approval of the final plat.
- b. No water or sewer extensions are required to be made to adjacent property.
- c. The provisions of the Colleyville Pathways plan shall be incorporated in the project. Pathways shall be designated on the preliminary plan and final plat in a dedicated public right-of-way. Pathways shall be constructed by the developer.

- Sec. 3. THAT any person, firm, or corporation violating any of the provisions of this ordinance shall be guilty of a misdemeanor and upon conviction thereof shall be fined a sum not to exceed Two Thousand Dollars (\$2,000.00). Each and every day such violation continues shall constitute a separate offense and shall be punishable as such.
- Sec. 4. THAT the Land Development Code of the City of Colleyville, Texas, shall remain in full force and effect, except where amended by this ordinance.
- Sec. 5. THAT the City Secretary is hereby authorized and directed to cause publication of the descriptive caption and penalty clause hereof as an alternative method of publication provided by law.

Sec. 6. THAT this ordinance shall become effective immediately upon publication.

AND IT IS SO ORDERED.

The first reading and public hearing being conducted on the 17th day of August 2004.

The second reading and public hearing being conducted on the 7th day of September 2004.

ATTEST:



Cynthia Singleton, TRMC
City Secretary

CITY OF COLLEYVILLE:



Joe Hocutt
Mayor

APPROVED AS TO FORM AND LEGALITY:



Ross T. Foster
City Attorney

EXHIBIT A – ZONING MAP

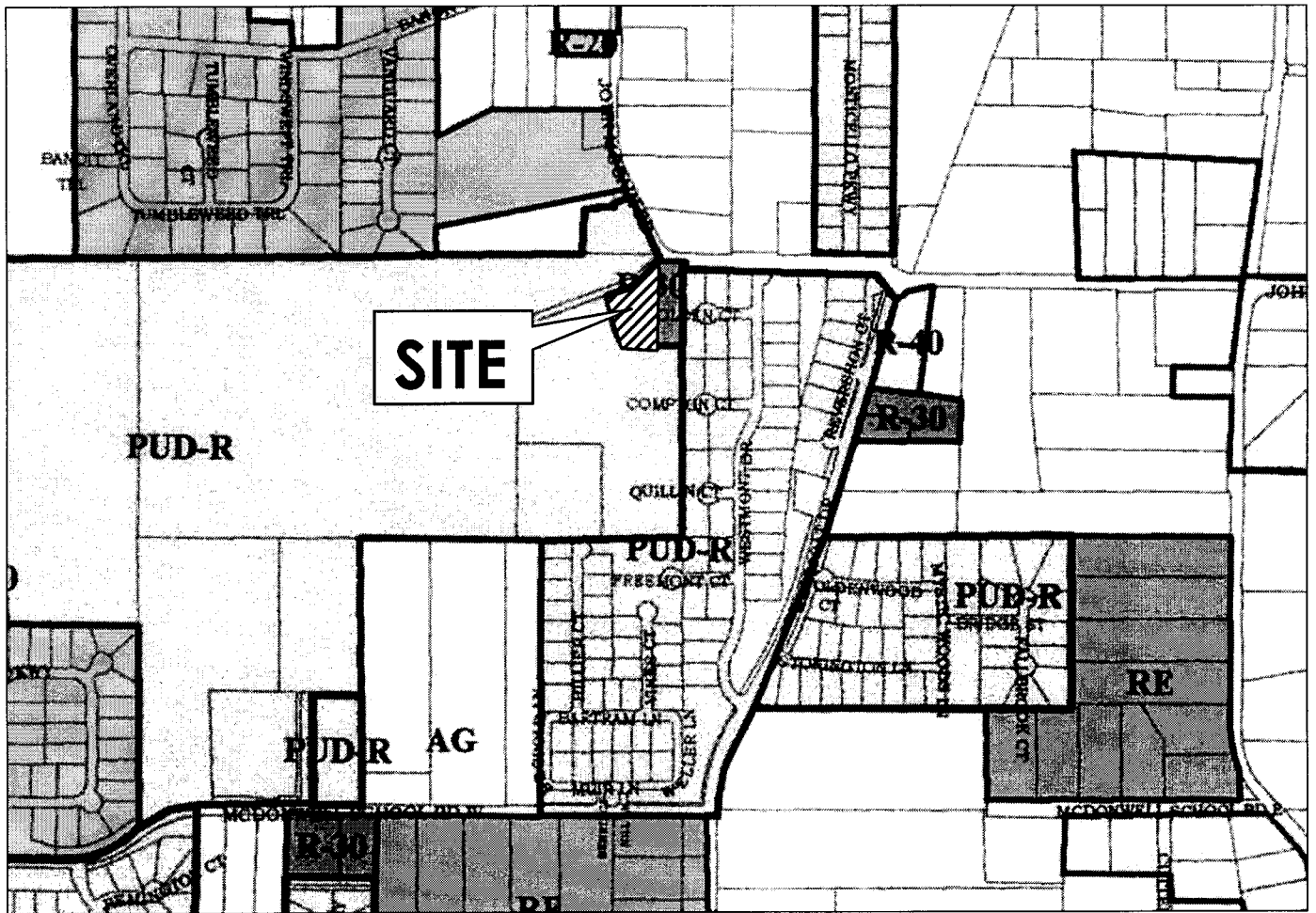


EXHIBIT B – METES AND BOUNDS DESCRIPTION

BEING a tract of land in the D.J. Beddo Survey, Abstract No. 232, situated in the City of Colleyville, Tarrant County, Texas and being all of Lot 1 and Lot 1, Block 1, of the final plat of Lots 1, 2, & 3, Block 1, Neidholt Addition, an addition to the City of Colleyville, Tarrant County, Texas as recorded in Volume 388-123, Page 64, Plat Records, Tarrant County, Texas (PRTCT), and being a portion of an unnamed right-of-way dedication as set out by aforesaid plat, and being a portion of that tract of land as described in deed to Old Grove Limited Partnership, recorded in Volume 1469, Page 37, Deed Records, Tarrant County, Texas, and being more particularly described as follows:

COMMENCING at a ½-inch rebar found at the southeast corner of Lot 3, Block 1, the said final plat of Lots 1, 2, & 3, Block 1, Neidholt Addition, being an angle point in the west line of Westmont, an addition to the City of Colleyville, Tarrant County, Texas, as recorded in Cabinet A, Slide 6060, PRTCT, being the most easterly northeast corner of said Old Grove tract;

THENCE South 89 degrees 54 minutes 50 seconds West, departing the west line of said Westmont, along the south line of said Neidholt Addition and a reentrant line of said Old Grove tract, a distance of 105.60 feet to southwest corner of said Lot 3 and the southeast corner of said Lot 2, being the POINT OF BEGINNING of the herein described tract of land;

THENCE South 89 degrees 54 minutes 50 seconds West, continuing along the south line of said Neidholt Addition and a reentrant line of said Old Grove tract, at a distance of 116.83 feet passing a 5/8 inch rebar found, said point being 0.25 feet to the south of line, at a distance of 194.00 feet passing a ½ inch rebar capped set at the southwest corner of said Neidholt Addition and a reentrant corner of said Old Grove tract, thereafter traversing said Old Grove tract, continuing a total distance of 199.18 feet to a ½ inch rebar capped set at the southwest corner of the herein described tract of land;

THENCE traversing said Old Grove tract, as follows:

North 15 degrees 12 minutes 36 seconds West, a distance of 220.16 feet to a ½ inch rebar capped set at the point of curvature of a circular curve to the right, having a radius of 250.00 feet;

Northwesterly, along said curve, having a central angle of 15 degrees 05 minutes 37 seconds, an arc distance of 65.86 feet and a chord that bears North 07 degrees 39 minutes 47 seconds West, 65.6 feet to a ½ inch rebar capped set;

North 89 degrees 53 minutes 01 seconds East, non tangent to said curve, a distance of 5.00 feet to a ½ inch rebar capped set;

North 00 degrees 06 minutes 59 seconds West, a distance of 71.04 feet to a ½ inch rebar capped set at the point of curvature of a circular curve to the left having a radius of 75.00 feet;

Northwesterly, along said curve, having a central angle of 22 degrees 32 minutes 37 seconds, an arc distance of 29.51 feet and a chord that bears North 11 degrees 23 minutes 17 seconds West, 29.32 feet to a ½ inch rebar capped set at the northwest corner of the herein described tract;

North 81 degrees 17 minutes 06 seconds East, non tangent to said curve, a distance of 267.80 feet to a ½ inch rebar found in the southwesterly line of John McCain Road (County Road No. 3036, variable width right-of-way), from which a 3/8 inch rebar found bears South 76 degrees 32 minutes 02 seconds West, 6.00 feet;

THENCE South 78 degrees 29 minutes 15 seconds East, along the southwesterly line of said John McCain Road, a distance of 2.40 feet to the northeast corner of the herein described tract;

THENCE South 00 degrees 30 minutes 30 seconds West, departing the southwesterly line of said John McCain Road, at a distance of 27.55 feet passing the northwest corner of said Lot 3 and the northeast corner of said Lot 2, continuing along the west line of said Lot 3 and the east line of said Lot 2, a total distance of 417.12 feet to the POINT OF BEGINNING and containing 97,138 square feet or 2.230 acres of land, more or less.

LIAM C. FERGUSON AND WIFE DWYN J. FERGUSON

Block E

OLD GROVE ADDITION ZONING PUD-R

EX. 30' EMERGENCY ACCESS EASEMENT

N81°17'06"E 267.80'

OPEN SPACE 0.09 A.C.

265.71'

29,489 S.F.

EXISTING 30' PRIVATE ACCESS EASEMENT

EXISTING 7.5' D.U.E.

250.84'

22,855 S.F.

243.10'

OLD GROVE ADDITION, PHASE 2

BLOCK A

3

20,774 S.F.

218.55'

4

18,565 S.F.

EX. 10' U.E.

589°54'50"W 199.18'

OLD GROVE ADDITION ZONING PUD-R Block A

578°29'15"E 2.40'

EXIST. JOHN MCCAIN

EX. 25' B.L.

7.5' D.U.E.

21°17'44"W 60.00'

500°03'30"W 60.00'

EX. 10' D.U.E.

WESTMONT ADDITION ZONING PUD-R

NEEDHOLT ADDITION ZONING R-90

EX. 10' U.E.

WATERFALL COURT

5' R.O.W. DEDICATION

50' R.O.W.

50' R.O.W.

15°12'36"W 220.16'

33.23'

25' B.L.

EX. 10' U.E.

33.23'

15°05'37"

R=250.00'

A=65.85'

N07°39'47"W 733.12'

Lc=65.67'

OLD GROVE ADDITION ZONING PUD-R

N00°06'59" 71.04'

A=29.51'

R=75.00'

Lc=29.32'

N07°39'47"W 714.95'

EX. 20' TRAIL R.O.W.

EX. 30' EMERGENCY ACCESS EASEMENT

N81°17'06"E 267.80'

OPEN SPACE 0.09 A.C.

265.71'

29,489 S.F.

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OLD GROVE ADDITION, PHASE 2

BLOCK A

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20,774 S.F.

218.55'

4

18,565 S.F.

EX. 10' U.E.

589°54'50"W 199.18'

OLD GROVE ADDITION ZONING PUD-R Block A

578°29'15"E 2.40'

EXIST. JOHN MCCAIN

EX. 25' B.L.

7.5' D.U.E.

21°17'44"W 60.00'

500°03'30"W 60.00'

EX. 10' D.U.E.

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NEEDHOLT ADDITION ZONING R-90

EX. 10' U.E.

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EX. 10' U.E.

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R=250.00'

A=65.85'

N07°39'47"W 733.12'

Lc=65.67'

OLD GROVE ADDITION ZONING PUD-R

N00°06'59" 71.04'

A=29.51'

R=75.00'

Lc=29.32'

N07°39'47"W 714.95'

EX. 20' TRAIL R.O.W.

EX. 30' EMERGENCY ACCESS EASEMENT

N81°17'06"E 267.80'

OPEN SPACE 0.09 A.C.

265.71'

29,489 S.F.

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OLD GROVE ADDITION, PHASE 2

BLOCK A

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20,774 S.F.

218.55'

4

18,565 S.F.

EX. 10' U.E.

589°54'50"W 199.18'

OLD GROVE ADDITION ZONING PUD-R Block A

578°29'15"E 2.40'

EXIST. JOHN MCCAIN

EX. 25' B.L.

7.5' D.U.E.

21°17'44"W 60.00'

500°03'30"W 60.00'

EX. 10' D.U.E.

WESTMONT ADDITION ZONING PUD-R

NEEDHOLT ADDITION ZONING R-90

EX. 10' U.E.

WATERFALL COURT

5' R.O.W. DEDICATION

50' R.O.W.

50' R.O.W.

15°12'36"W 220.16'

33.23'

25' B.L.

EX. 10' U.E.

33.23'

15°05'37"

R=250.00'

A=65.85'

N07°39'47"W 733.12'

Lc=65.67'

OLD GROVE ADDITION ZONING PUD-R

N00°06'59" 71.04'

A=29.51'

R=75.00'

Lc=29.32'

N07°39'47"W 714.95'

EX. 20' TRAIL R.O.W.

EX. 30' EMERGENCY ACCESS EASEMENT

N81°17'06"E 267.80'

OPEN SPACE 0.09 A.C.

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OLD GROVE ADDITION, PHASE 2

BLOCK A

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20,774 S.F.

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18,565 S.F.

EX. 10' U.E.

589°54'50"W 199.18'

OLD GROVE ADDITION ZONING PUD-R Block A

578°29'15"E 2.40'

EXIST. JOHN MCCAIN

EX. 25' B.L.

7.5' D.U.E.

21°17'44"W 60.00'

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WESTMONT ADDITION ZONING PUD-R

NEEDHOLT ADDITION ZONING R-90

EX. 10' U.E.

WATERFALL COURT

5' R.O.W. DEDICATION

50' R.O.W.

50' R.O.W.

15°12'36"W 220.16'

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25' B.L.

EX. 10' U.E.

33.23'

15°05'37"

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Lc=65.67'

OLD GROVE ADDITION ZONING PUD-R

N00°06'59" 71.04'

A=29.51'

R=75.00'

Lc=29.32'

N07°39'47"W 714.95'

EX. 20' TRAIL R.O.W.

EX. 30' EMERGENCY ACCESS EASEMENT

N81°17'06"E 267.80'

OPEN SPACE 0.09 A.C.

265.71'

29,489 S.F.

EXISTING 30' PRIVATE ACCESS EASEMENT

EXISTING 7.5' D.U.E.

250.84'

22,855 S.F.

243.10'

OLD GROVE ADDITION, PHASE 2

BLOCK A

3

20,774 S.F.

218.55'

4

18,565 S.F.

EX. 10' U.E.

589°54'50"W 199.18'

OLD GROVE ADDITION ZONING PUD-R Block A

578°29'15"E 2.40'

EXIST. JOHN MCCAIN

EX. 25' B.L.

7.5' D.U.E.

21°17'44"W 60.00'

500°03'30"W 60.00'

EX. 10' D.U.E.

WESTMONT ADDITION ZONING PUD-R

NEEDHOLT ADDITION ZONING R-90

EX. 10' U.E.

WATERFALL COURT

5' R.O.W. DEDICATION

50' R.O.W.

50' R.O.W.

15°12'36"W 220.16'

33.23'

25' B.L.

EX. 10' U.E.

33.23'

15°05'37"

R=250.00'

A=65.85'

N07°39'47"W 733.12'

Lc=65.67'

OLD GROVE ADDITION ZONING PUD-R

N00°06'59" 71.04'

A=29.51'

R=75.00'

Lc=29.32'

N07°39'47"W 714.95'

EX. 20' TRAIL R.O.W.

EX. 30' EMERGENCY ACCESS E

Notification Map



PC17-004

**105 & 103 John McCain Rd and
7189 Cast Iron Forest Trl**



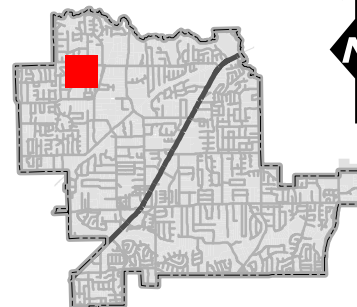
Subject Property



200ft Buffer



Properties within 200ft



DISCLAIMER:

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

Notification List

Owner Name	Owner Address	Owner City	Owner Zip	Situs Address
JOHNSON, MARK	203 COLDEN CT	COLLEYVILLE, TX	76034	203 COLDEN CT
BATTLES, BRANDON	101 JOHN MCCAIN RD	COLLEYVILLE, TX	76034	101 JOHN MCCAIN RD
TOLL DALLAS TX LLC	250 GIBALTAR RD	HORSHAM, PA	19044	105 STILLWATER CIR
ALLEN, LEROY	101 STILLWATER CIR	COLLEYVILLE, TX	76034	101 STILLWATER CIR
TOLL DALLAS TX LLC	250 GIBALTAR RD	HORSHAM, PA	19044	105 JOHN MCCAIN RD
FREIG, JOSE	104 HAWKS RIDGE TRL	COLLEYVILLE, TX	76034	104 HAWKS RIDGE TR
BOLTON, JONATHON	202 COLDEN CT	COLLEYVILLE, TX	76034	202 COLDEN CT
HA, THANH THUC	100 HAWKS RIDGE TR	COLLEYVILLE, TX	76034	100 HAWKS RIDGE TR
LAW, JAMES	109 STILLWATER CIR	COLLEYVILLE, TX	76034	109 STILLWATER CIR
RAU, SUSAN	7105 CAST IRON FOREST TRL	COLLEYVILLE, TX	76034	7105 CAST IRON FOREST TR
TOLL DALLAS TX LLC	250 GIBALTAR RD	HORSHAM, PA	19044	103 JOHN MCCAIN RD
ALLEN, CARL E	200 COMPTON CT	COLLEYVILLE, TX	76034	200 COMPTON CT
KELLY, JOHN	105 WATERFALL CT	COLLEYVILLE, TX	76034	105 WATERFALL CT
CLARK, EDWARD D	104 WATERFALL CT	COLLEYVILLE, TX	76034	104 WATERFALL CT
TOLL DALLAS TX LLC	250 GIBALTAR RD	HORSHAM, PA	19044	7189 CAST IRON FOREST TR
HIGHTOWER, ROXANNE S	104 JOHN MCCAIN RD	COLLEYVILLE, TX	76034	104 JOHN MCCAIN RD
ETTA, ANITA B	101 WATERFALL CT	COLLEYVILLE, TX	76034	101 WATERFALL CT
OLD GROVE MAINTENENCE ASSN	1800 PRESTON PARK BLVD STE 101	PLANO, TX	75093	6901 CAST IRON FOREST TR
RIACH, STEVEN E	7109 JOHN MCCAIN RD	COLLEYVILLE, TX	76034	7109 JOHN MCCAIN RD
DAWSON, WESLEY	406 PECAN DR	IRVING, TX	75061	7215 JOHN MCCAIN RD
WESTMAN, GARY A	2812 COTSWOLD CT	KELLER, TX	76248	100 WATERFALL CT
OLD GROVE MAINTENENCE ASSN	1800 PRESTON PARK BLVD STE 101	PLANO, TX	75093	317 OLD GROVE RD
OLD GROVE ADDITION	P.O. Box 1481	COLLEYVILLE, TX	76034	COURTESY NOTICE
WESTMONT ADDITION	5751 KROGER DRIVE	KELLER, TX	76244	COURTESY NOTICE
KELLER ISD	350 KELLER PARKWAY	KELLER, TX	76248	STATE REQUIRED
GRAPEVINE-COLLEYVILLE ISD	3051 IRA E. WOODS AVE	GRAPEVINE, TX	76051	STATE REQUIRED
KESSLER, KEVIN	1999 BRYAN STREET, SUITE 1200	DALLAS, TX	75201	APPLICANT



NOTICE OF PUBLIC HEARING

Zoning Case Number: PC17-004

Owner: Toll Dallas TX LLC

Applicant: Kevin Kessler

Location: 105 & 103 John McCain and 7189 Cast Iron Forest Trail

Property Description: Lots 1 and 2, Block 1, of the Neidholt Addition, Lot 2X, Block E, of the Old Grove Addition, and existing dedicated Right of Way

Present Zoning: PUD-R Planned Unit Development Residential District

Request: Consideration of a Final Plat for Lots 1, 2, and 3X, Block 1, Old Grove Addition, Phase II, located at 105 & 103 John McCain Road and 7189 Cast Iron Forest Trail. The purpose of the plat is to combine the 3 properties into 2 Single Family Residential lots and 1 open space lot.

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, April 9, 2018 at 7:00 p.m.
City Council Meeting: Tuesday, May 1, 2018 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 500 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. A brief project description can be found online on the Active Development Case map: <https://www.colleyville.com/zoning.html>. For additional information, please contact the Community Development Department at 817.503.1056. Please reference the zoning case number when requesting information.

Felix Landry
Principal Planner
flandry@colleyville.com

Opposition to Final Plat for Lots 1, 2 and 3X, Block 1, Old Grove Addition, Phase II

Jennifer Johnson [REDACTED]

T Kathy

o **Wheat** kwheat@colleyville.com, **rnewton** rnewton@colleyville.com, **blindamood** blindamood@colleyville.com, **tnakamura** tnakamura@colleyville.com, **gdodson** gdodson@colleyville.com, **ckelley** ckelley@colleyville.com, **crigney** crigney@colleyville.com

CMark ICE: Johnson [REDACTED] **Susan Rau/ Psa** [REDACTED], **Richard**

c Freitag [REDACTED] **Beth Battles** [REDACTED]

All,

My husband, Mark and I have spoken at two of the P&Z meetings, voicing our opposition to the Toll Brothers plans for the two lots on Cast Iron Forest Trail in the Old Grove subdivision. We will be out of town during the next City Council meeting, so wanted to send in our written opposition.

We are very concerned about the proposed dry retention pond and the risk to the health of neighboring homeowners and their property if the dry retention pond is not maintained. We are all at the mercy of the homeowner to maintain the pond, with no recourse if they do not. The drainpipe for this pond will be 18" wide, in the retaining wall at the back of the property, and needs to be left open to ensure correct water flow. If the homeowner has small children, or pets, this will be a safety issue, and we are very concerned they will put fencing over the hole to keep their pets/children safe.

Our second opposition to this plan is that there are large oak trees along both the HOA easement (East/West) (below left photo), and a 100 year old Post Oak in our backyard (below right photo) within the easement (North/South) and planned drainage area that will have roots damaged when the drainage pipes are installed. During the 5 years we have owned our house, we have spent over \$2,000 treating our Post Oak, as it was very sick when we bought the lot. I don't think it can survive having a good portion of its' root structure damaged.

Lastly, and I mentioned this when I spoke at the P&Z meeting in July, Toll Brothers as not been a good partner to your citizens during this process. On two separate occasions Greg Powell with Toll Brothers told my husband and I that they had no obligation to us during this process, because they were allowed to use the easement. Other representatives from Toll Brothers have since indicated that they will replace our fence, substantial bushes along the fence line, and a portion of our driveway; however given how we were initially treated, we are very concerned to what extent our property will be restored.

Thank you for your consideration.

Jennifer and Mark Johnson
203 Colden Court
Colleyville TX 76034

Opposition to Final Plat for Lots 1, 2 and 3X, Block 1, Old Grove Addition, Phase II

Beth Battles

T **kwheat** kwheat@colleyville.com, **rnewton** rnewton@colleyville.com, **blindamood** blindamood@colleyville.com, **tnakamura** tnakamura@colleyville.com, **gdodson** gdodson@colleyville.com, **ckelley** ckelley@colleyville.com, **crigney** crigney@colleyville.com

Crauprofit

Jennifer Johnson

Dear Mayor Newton and Members of the City Council,

My husband, Brandon, and I live at 101 John McCain Rd., the property adjacent to the proposed final plat of two lots in Old Grove. We want to voice our opposition to the replat proposal because we are opposed to the proposed drainage plan. These two lots slope towards our property.

We have had drainage problems across our property since Old Grove was constructed. Our lot was initially one lot in the three-lot Neidholdt subdivision. The other two lots were owned by single family, sold to David Bagwell, and replatted into Old Grove. Against our vehement opposition, the Council at the time approved the replatting, based in some measure on some verbal promises from David Bagwell of fencing along our western property line, a gate in the front, and enhanced landscaping. None of that, of course, came to be.

We learned only recently that when Old Grove was approved by the council, the land in question never had final plat approval, so no drainage plan was considered by the city. It is clearly very difficult to find a solution to appropriate drainage for these lots. Since the rest of Old Grove has been developed, the drainage for these two lots must be retrofitted into the design, and we are skeptical of the proposed solution.

We share the concern of our neighbors about the health and maintenance issues of the proposed dry detention pond and to the significant tree damage that will result in completing this drainage plan. Trees will be removed and damaged in constructing the drainage pipe across the easement of Old Grove that runs behind (on the south edge) of our proper (top picture below). Our neighbors, the Johnsons, reference a Post Oak on their property that we saved when the sewer line was constructed by allowing David Bagwell to put the manhole on the southeast corner of our property. It would be a shame to save the tree only to lose it now. If the development is approved, existing old oak trees on the property are at risk due to residential over-watering of landscapes.

We did have discussions with Toll Brothers about possible solutions to mitigate the tree loss and damage by running a drainage easement across our property, but ultimately felt that such an easement would limit our own use of our lot as well that of future owners.

We hope that you will oppose this plan. The area in question is a lovely, wild place that would best serve the citizens living in and around Old Grove to remain as a park or wild space.

Thank you for your consideration,

Beth and Brandon Battles
101 John McCain Rd.
Colleyville, TX 76034

Opposition to Final Plat for Lots 1, 2 and 3X, Block 1, Old Grove Addition, Phase II

Susan Rau

Tkwheat kwheat@colleyville.com, rnewton rnewton@colleyville.com, blindamood blindamood@colleyville.com, tnakamura tnakamura@colleyville.com, gdodson gdodson@colleyville.com, ckelley ckelley@colleyville.com, crigney crigney@colleyville.com

C Ben Bryner bbryner@colleyville.com rauprofit
Johnson j Beth Battles

Jennifer
Richard Freitag

Dear Mayor Newton & Colleyville City Council Members:

My husband, Dick Freitag and I live at 7105 Cast Iron Forest Trail in Colleyville. Our home was built by Toll Brothers and we closed in July 2016. Dick and I were unable to attend the Council's meeting on August 7. I was at Mayo Clinic in Minnesota, where I am undergoing treatment.

Dick and I reviewed the video of the Council's meeting. Given the very long meeting and very full agenda, the Council noted that the members had not reviewed our Memo of Opposition in the Council packet. We previously submitted the same memo to the P&Z Committee; the salient points of which we addressed orally at two P&Z meetings.

This email attempts to summarize the points raised in our previously submitted Memo of Opposition. **By copy of this email, we are asking Ben Bryner to ensure that our email and the emails sent to the City Council by our neighbors Beth & Brandon Battles and Jennifer and Mark Johnson are included in the Council's Agenda packet for the August 21 meeting. To expedite the process, the three emails are attached in PDF format.**

We share the concerns of our neighbors and the Old Grove and Westmont communities about the re-plat being proposed by Toll Brothers. Despite several productive meetings with the Toll Brothers representatives and follow up discussions, our opposition is primarily related to the proposed drainage and grading plan. In addition, we oppose the building pad site on the land immediately adjacent to our property insofar as the pad is very close to the minimal easement, which is in contrast to other pad sites in the area.

Summarizing our opposition to the plans submitted by Toll Brothers to the City staff and City Council:

1. In turning the lots to face Cast Iron Forest Trail, Toll Brothers is proposing to handle storm water run-off by way of a "dry" detention pond. The stated reason for this approach is that the large existing retention pond on Cast Iron Forest Trail cannot handle the storm water from the two building lots that would result from the proposed re-plat.
 1. The detention pond would abut our property and run alongside the Battles and Johnson's properties. This is an inappropriate solution in a suburban development insofar as this would be the ONLY lot in Old Grove with a detention pond on private property. Thus, unlike the large retention pond, there would be no City or HOA oversight.
 2. The construction of the drainage field and pipes will eliminate large oak trees, spruce trees, tree roots on several properties, resulting in potential damage or death of these large mature trees. Nesting wildlife including Harper's and Red-tail hawks, owls, bluebirds, blue jays, cardinals, finches and bees will be displaced.

Opposition to Final Plat for Lots 1, 2 and 3X, Block 1, Old Grove Addition, Phase II

2. A careful review of the approved drainage plans for Old Grove and for Westmont shows that the lots in question plus the lot with the Battles home were not included in the approved plans for either subdivision.
 1. But, the fact that these lots were not included does not mean that the retention pond cannot handle the water from the new lots. It simply means that the lots (currently facing John McCain) were omitted from the plans submitted by David Bagwell and then adopted by Toll Brothers.
 2. Clearly the developers anticipated building on these lots but why and how they were omitted from the submission to the City and the resulting approved drainage plans may never be fully understood.
3. The story that the large existing pond cannot handle more storm water has been repeated so often that Toll Brothers represents this as fact. This assertion is just that--an assertion. We ask the City Council to require a full feasibility study with the goal of determining how the existing retention pond can be modified to handle the runoff from these two new lots.
 1. Yes, the study may be expensive and, yes, the work that may need to be done on the large existing retention pond may be considerable and expensive, but the solution being proposed by Toll Brothers is overly complex, destroys significant vegetation, displaces nesting wildlife and places the burden of maintenance on a single homeowner within a subdivision, which is contrary to the City's best practices.
 2. Toll has already built intakes from Stillwater Court such that some of the infrastructure might be used to add these new lots if/when the large retention pond is reconfigured to take more water.
4. Toll Brothers and City staff have pointed out, correctly, that the natural flow of water runs down and across the backyard of the Battles property, but this should not be construed to mean that the only way to handle the flow is through a dry detention pond.
 1. Our lot, prior to being developed, also drained downhill and roughly in the direction of the rear of the Battles property and along the edge of the Johnson property in the general direction of the Westmont storm sewer.
 2. When we built and installed a pool and landscaping, the City required us to reroute the runoff so as to have it drain into the large retention pond (in other words, contrary to the natural flow).
 3. We were required to "plumb" as opposed to a dry detention pond or French drains. Having lived for many years in a rural area where we had numerous dry detention ponds on our property we were acutely aware of the maintenance required and knew that this type of solution, while certainly cheaper, is inappropriate for a subdivision lot.
 4. Although the drainage solution cost us in excess of \$100,000, it was the right solution. We simply ask that the City Council vote to apply the same standards to the lots next to us.
5. In recent years, Colleyville has seldom approved a dry detention pond on a small lot within a subdivision. Such detention ponds have usually been approved when constructed on the common areas of a subdivision. This is for good reason. Within common areas, the burden of maintenance and restrictions on access that might pose a threat to public health becomes the responsibility of the HOA with oversight from the City; this is the way the large existing retention pond is handled today.
 1. A casual drive around Colleyville readily shows that even when a well designed dry detention pond is used on large or rural residential lots outside of a subdivision, there can be significant health and safety risks when the homeowner fails to properly maintain the pond.

Opposition to Final Plat for Lots 1, 2 and 3X, Block 1, Old Grove Addition, Phase II

2. Even an untrained observer can see examples within Colleyville and surrounding towns of "dry" detention ponds where the egress is blocked with tree roots, grass clippings or other debris, where standing water and muck are readily visible and provide a breeding ground for mosquitoes and where the safety of children and pets is threatened.

Regarding the health and safety risks of a dry detention pond, at its last meeting the Council asked why we purchased a lot next to a large retention pond but now are objecting to the proposed dry detention pond directly adjacent to our property. Simply put, the extent of my health issues was not yet apparent. Once we became aware of my illness, we could not back out of the purchase and had to devise plans to ensure that our property is shielded from storm water, lawn and garden chemicals (fertilizers, pesticides, insecticides, weed killers etc.) and insects, including but not limited to mosquitoes. In addition to the extensive drainage work we've done, we have also installed synthetic turf in some areas and an extensive vacuum system to rid the property of all flying insects.

Yes, we may be somewhat more aware of the health and safety risks of the drainage plan being proposed by Toll Brothers, but this is driven by direct experience with such detention ponds and only tangentially by current health issues. For all the reasons outlined here and the details in our Memo of Opposition shared with the P&Z Committee and the City Council previously, we oppose the Toll Brothers request for a re-plat of the lots in its current form.

Unless or until the solutions being offered are reconsidered and replaced by a below ground drainage solution, we cannot in good conscience allow this proposal to go forward without asking that our City government and its elected officials consider our objections and those raised by our neighbors. We ask for a fair hearing on the matter and rely on the wisdom of our City Council to reject the proposal in its current form. With additional work, we hope that a solution can be found that is fair to all.

Susan E. Rau & Richard Freitag
7105 Cast Iron Forest Trail
Colleyville TX 76034

RESOLUTION R-18-4294

**A RESOLUTION APPROVING A FINAL PLAT FOR LOTS 1, 2, AND 3X,
BLOCK 1, OF THE OLD GROVE ADDITION, PHASE II**

WHEREAS, the Planning and Zoning Commission recommended approval of the Final Plat for Lots 1, 2, & 3X, Block 1, of the Old Grove Addition, Phase II on July 9, 2018.

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

Sec. 1. THAT the Final Plat for Lots 1, 2, & 3X, Block 1, of the Old Grove Addition, Phase II on approximately 2.20 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 18TH DAY OF SEPTEMBER 2018.

Mayor Richard Newton	_____	Mayor Pro Tem Bobby Lindamood	_____
Place 1, Tammy Nakamura	_____	Place 5, Chuck Kelley	_____
Place 3, Kathy Wheat	_____	Place 6, Callie Rigney	_____
Place 4, George Dodson	_____		

ATTEST:

CITY OF COLLEYVILLE

Christine Loven, TRMC
Assistant City Secretary

Richard Newton
Mayor

RESOLUTION R-18-4313

**A RESOLUTION APPROVING CITY COUNCIL ACTION
UNDER BUSINESS AT THE REGULAR CITY COUNCIL MEETING OF
SEPTEMBER 18, 2018**

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:**

a. THAT

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF _ AYES, _ NAYS AND _ ABSTENTIONS ON THIS
THE 18TH DAY OF SEPTEMBER 2018.

Mayor Richard Newton	_____	Mayor Pro Tem Bobby Lindamood	_____
Place 1, Tammy Nakamura	_____	Place 3, Kathy Wheat	_____
Place 4, George Dodson	_____	Place 5, Chuck Kelley	_____
Place 6, Callie Rigney	_____		

ATTEST:

CITY OF COLLEYVILLE

Christine Loven, TRMC
City Secretary

Richard Newton
Mayor