



City of Colleyville City Council Agenda

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

Tuesday, December 17, 2019

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

CALL TO ORDER

- WS-1** Presentation of the 2019 Citizen Survey Results
- WS-2** Discussion of park restroom designs and details
- WS-3** Discussion of the McDonwell School Road and Westcoat Drive Intersection
- WS-4** Discussion of the Roberts Road Rehabilitation Project right turn lanes
- WS-5** Discussion of SH26 Median Design
- WS-6** Discussion of the December 17, 2019, 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 case for Parcel 150

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

- Acquisition of real property along Main Street
- Acquisition of real property along SH26

Section 551.087 – Economic Development - Discuss or deliberate regarding commercial or financial information the City has received from business prospects 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 Mike Dawson, First United Methodist

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-19-4453

3. ANNOUNCEMENTS, PROCLAMATIONS, AND PRESENTATIONS

Announcements of civic and charitable events

Presentation of calendar events and updates

Announcements of awards and recognition

Letter of Appreciation from Dallas Mayor Eric Johnson

Recognition of the Pedestrian Transportation Ad-Hoc Committee

In recognition of the Featured Business of the Month - Uptown Cheapskate, 5615 Colleyville Boulevard, Suite 120, owners Craig and Tracy Booth - Mayor Richard Newton and Assistant City Manager Adrienne Lothery

4. CONSENT: READING AND PUBLIC HEARING- RESOLUTION R-19-4454

4a Approval of the minutes of the regular City Council meeting of December 3, 2019

4b Approval of a construction services agreement with Bean Electrical, Inc., for the Colleyville Boulevard Lighting Package Project, in an amount not to exceed \$1,743,043.00, and authorizing the City Manager to execute the agreement

5. ITEMS NOT FOR CITY COUNCIL ACTION

5a Monthly Financial Report

5b Quarterly Performance Management Report

6. ORDINANCE(S): SECOND READING AND PUBLIC HEARING**6a Ordinance O-19-2104**

Consideration of a Special Use Permit for an accessory building to exceed the 4% lot coverage allowance on Lot 18, Block 2, of the Woodbriar Addition, located at 3405 Cliffwood Drive, Case ZC19-008

6b Ordinance O-19-2106

An ordinance amending Sections 3A and 3B of the Water and Sewer Policy and Procedure manual as contained in the Code of Ordinances of the City of Colleyville, adjusting water and wastewater volumetric rates to pass through changes from the Trinity River Authority

7. RESOLUTION(S): READING AND PUBLIC HEARING**7a Resolution R-19-4455**

A resolution changing the date of the first City Council Meeting in October to Monday, October 5, 2020, due to National Night Out in Texas

8. CITIZEN COMMENTS**9. REPORTS**

Colleyville Library Board Minutes - August 12, 2019

10. ACTION/RESOLUTION: DISCUSSION AND CONSIDERATION OF A RESOLUTION RATIFYING COUNCIL AGENDA ACTION FOR DECEMBER 17, 2019 - READING AND PUBLIC HEARING - RESOLUTION R-19-4456**11. ADJOURNMENT**

I hereby certify this agenda was posted on City Hall bulletin boards *Friday, December 13, 2019* 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
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Agenda Number WS-1
Type Worksession
Department City Manager

Agenda Date 12/17/2019

Title

Presentation of the 2019 Citizen Survey Results

Explanation

This agenda item provides for presentation and discussion of the 2019 Citizen Survey results. The survey was available on the City's website from early October through early November. The online survey was administered and tabulated by a third party, National Service Research.

Attachments

1. 2019 Citizen Survey Results Presentation

City of Colleyville 2019 Citizen Survey



Results Report
December 17, 2019 City Council Worksession

Overview



- Research Methodology
- Q1a through Q10j
 - Standard Questions (1 – 5)
 - Alternating Questions (6 – 9)
 - Demographic Characteristics (10)
- Summary of Findings

Research Methodology



Survey Instrument

- Consultant: Andrea Thomas, Owner, National Service Research
- Online only survey

Research Methodology



Responses/Margin of Error – 95% confidence level

- 2019 Survey: 1,317 responses (all online) (+/-2.9%)
- 2017 Survey: 907 responses (all online) (+/- 3.3%)
- 2014 Survey: 1,323 responses (825 mail; 498 online) (+/- 3%)
- 2012 Survey: 1,665 responses (1,070 mail; 595 online) (+/-2.5%)
- 2010 Survey: 1,677 responses (1,412 mail; 265 online) (+/-2.5%)

Technical Notes

- Responses provided a margin of error of plus or minus 3.3% at a 95% confidence level
- All questions were optional to answer, therefore, the base number of respondents on each question varied

Context

- Results presented are for all respondents and are not cross-tabulated by demographics herein; this data is available if needed
- No opinion responses removed for accurate comparison to prior years on questions with multi-year comparison

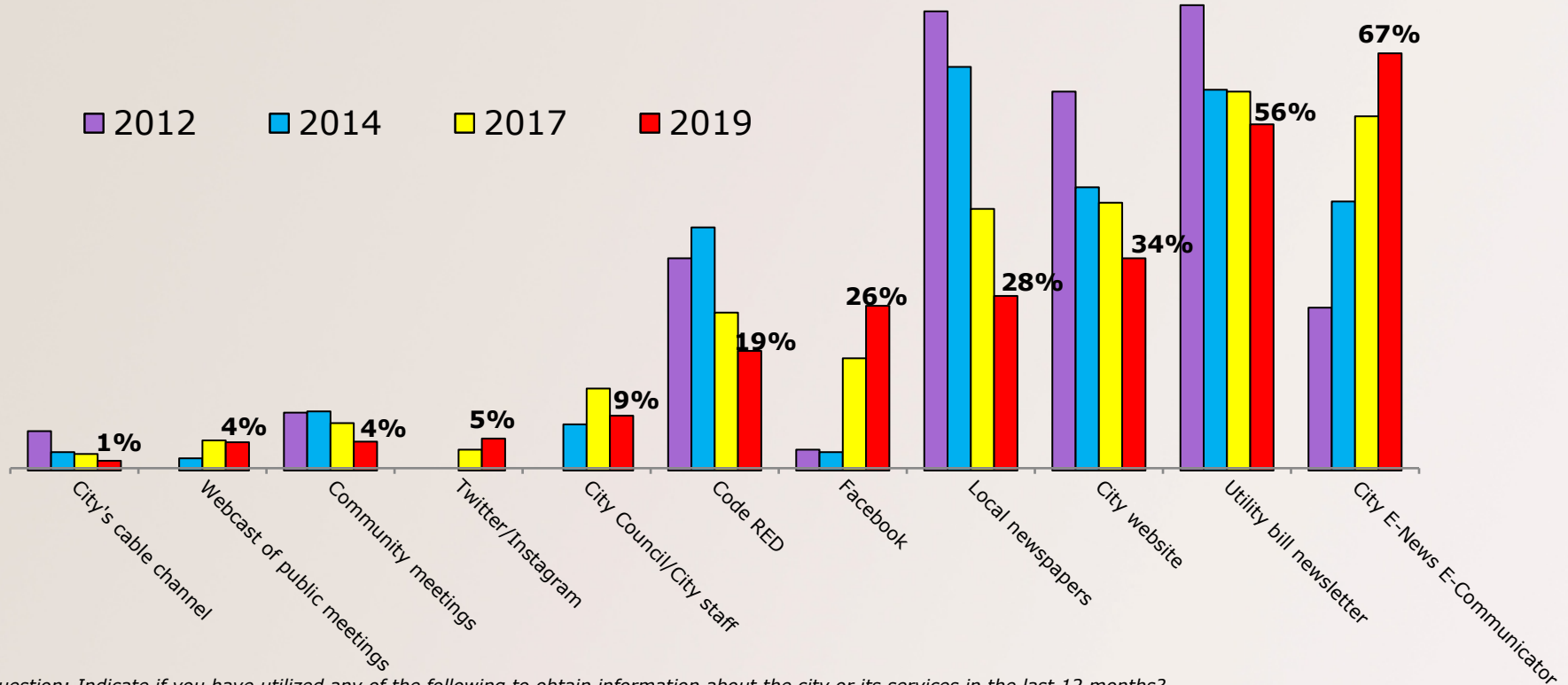
Standard Questions

Q1 – Q5

Communication Preferences



Q1a. How do you currently get information about the City of Colleyville?



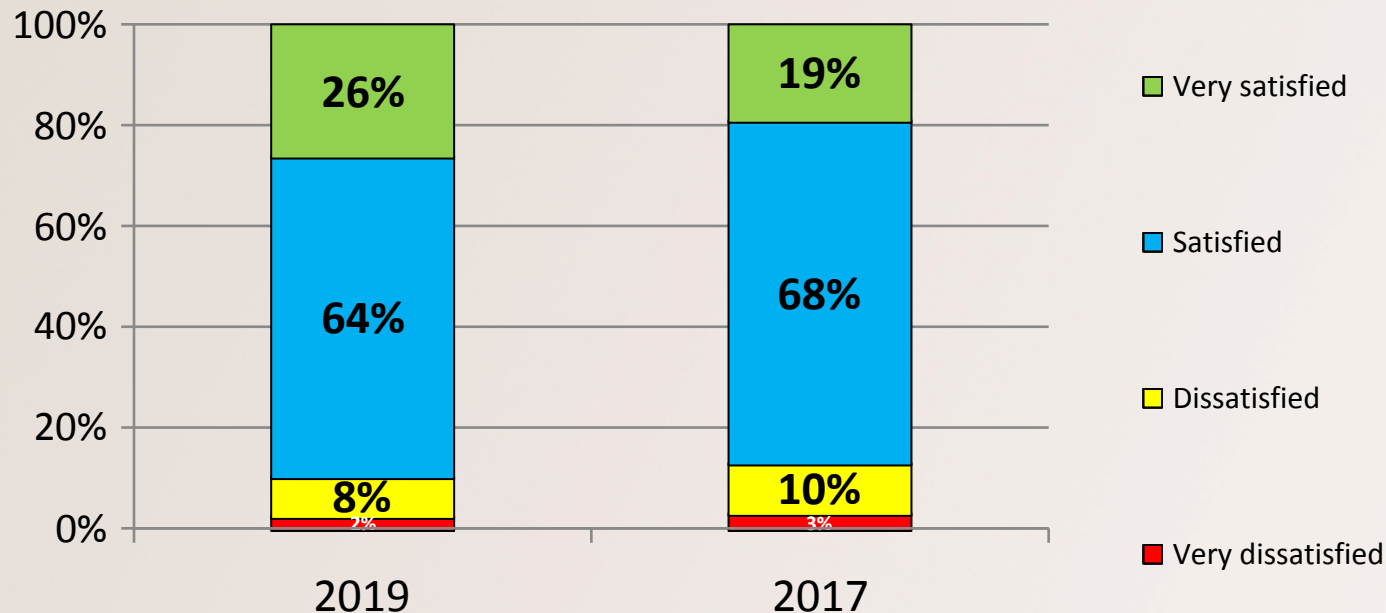
2012 Question: Indicate if you have utilized any of the following to obtain information about the city or its services in the last 12 months?

2010 No comparable question

Satisfaction with Communication



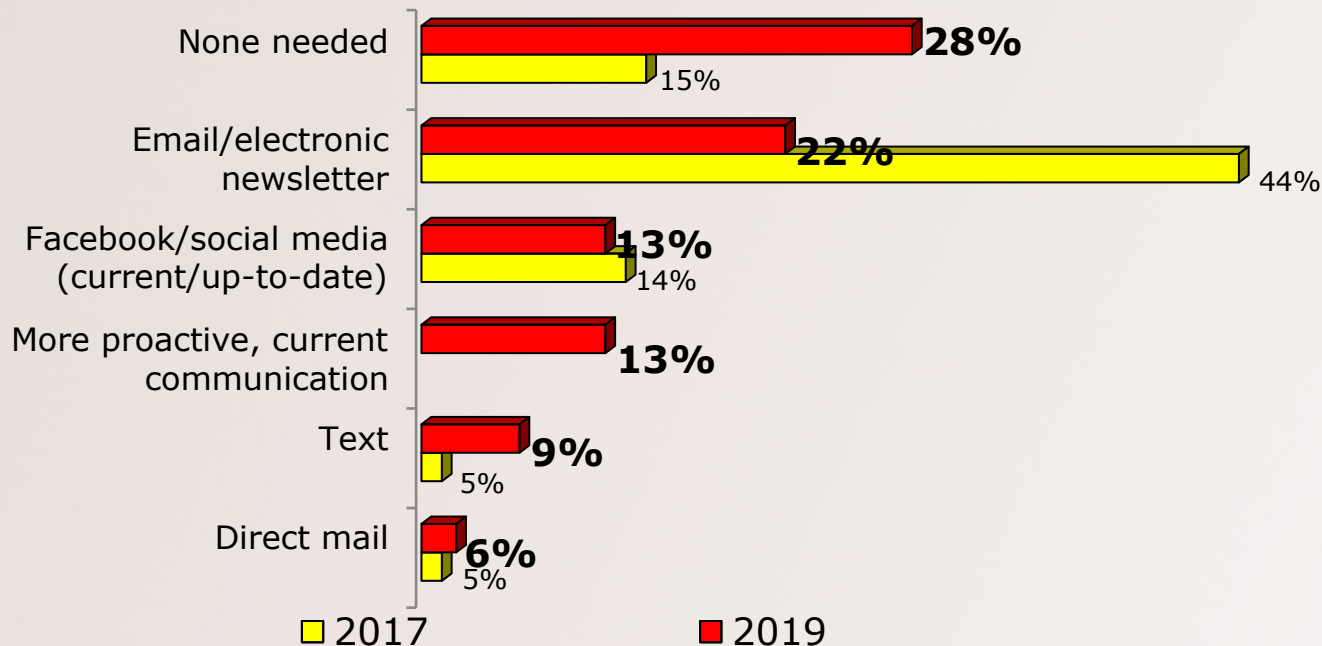
1b. Please indicate your level of satisfaction with the following: Keeping citizens informed about City business



Other Communication Needs



Q1c. Are there other ways you would like the City of Colleyville to communicate with you?

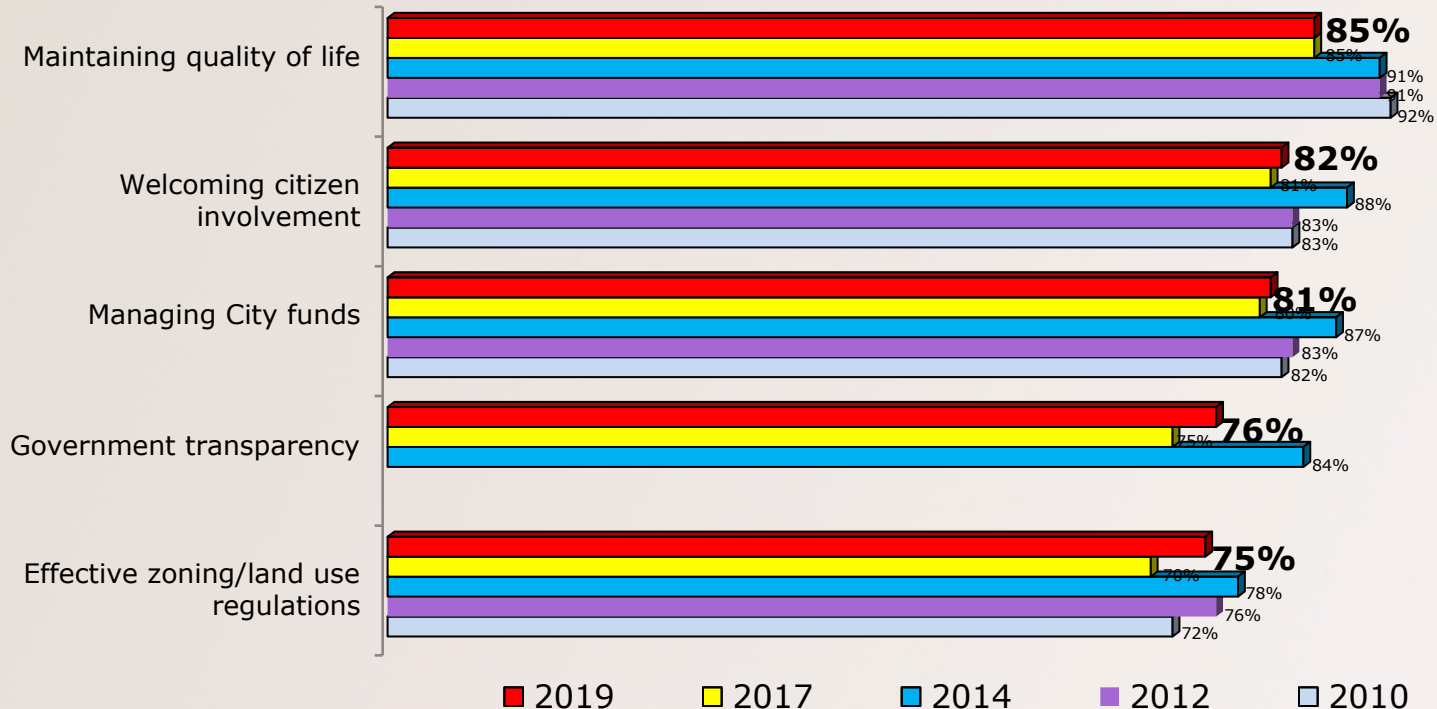


Satisfaction with City Performance



Q2. How satisfied are you with the City of Colleyville's performance for each of the following areas?

COMBINED PERCENTAGES: VERY SATISFIED/SATISFIED (Excludes "No Opinion" responses)



-- indicates this question was not asked on the 2012 or 2010 surveys.

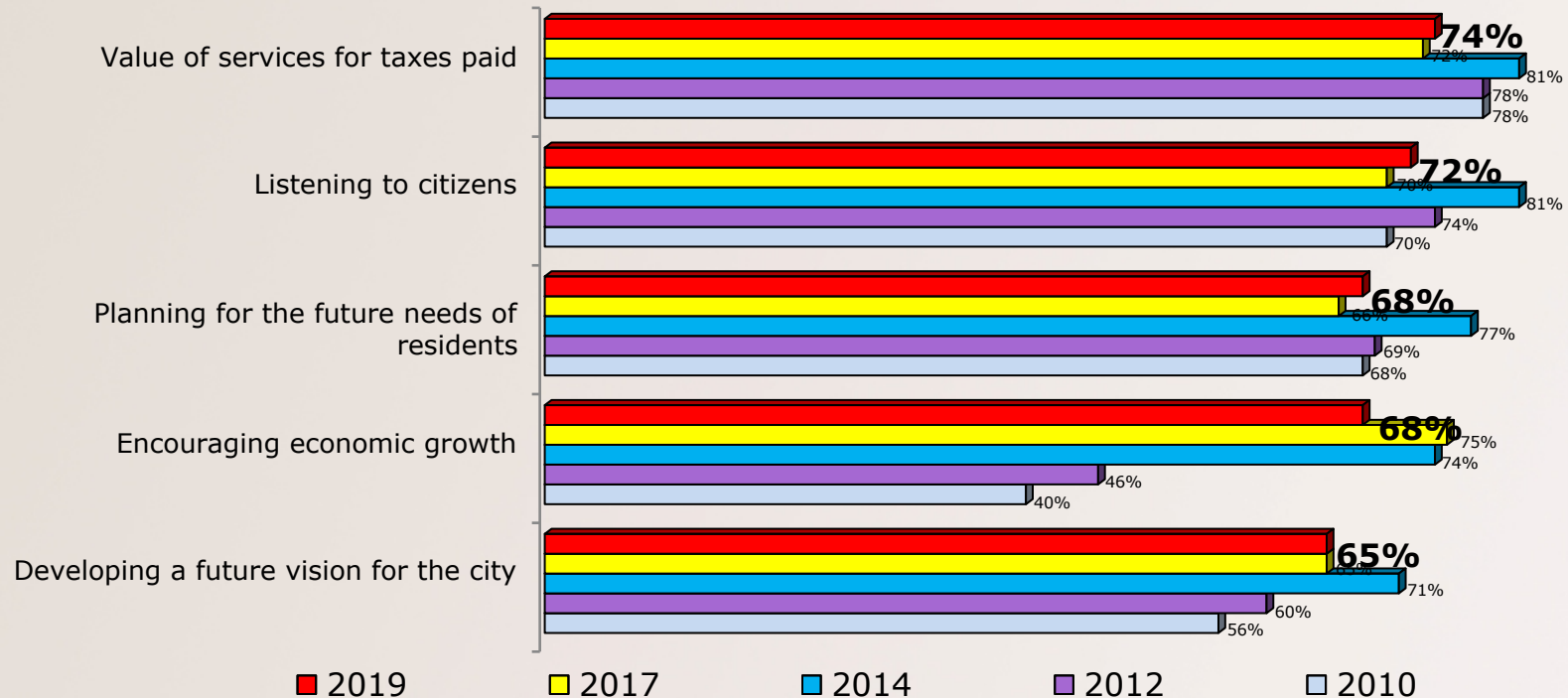
2012/2010 Question: Please rate your satisfaction with the following categories of Colleyville government performance.

Satisfaction with City Performance



Q2. How satisfied are you with the City of Colleyville's performance for each of the following areas?

COMBINED PERCENTAGES: VERY SATISFIED/SATISFIED (Excludes "No Opinion" responses)



Satisfaction with City Performance 2019



Q2. How satisfied are you with the City of Colleyville's performance for each of the following areas?

(Excludes "No Opinion" responses)

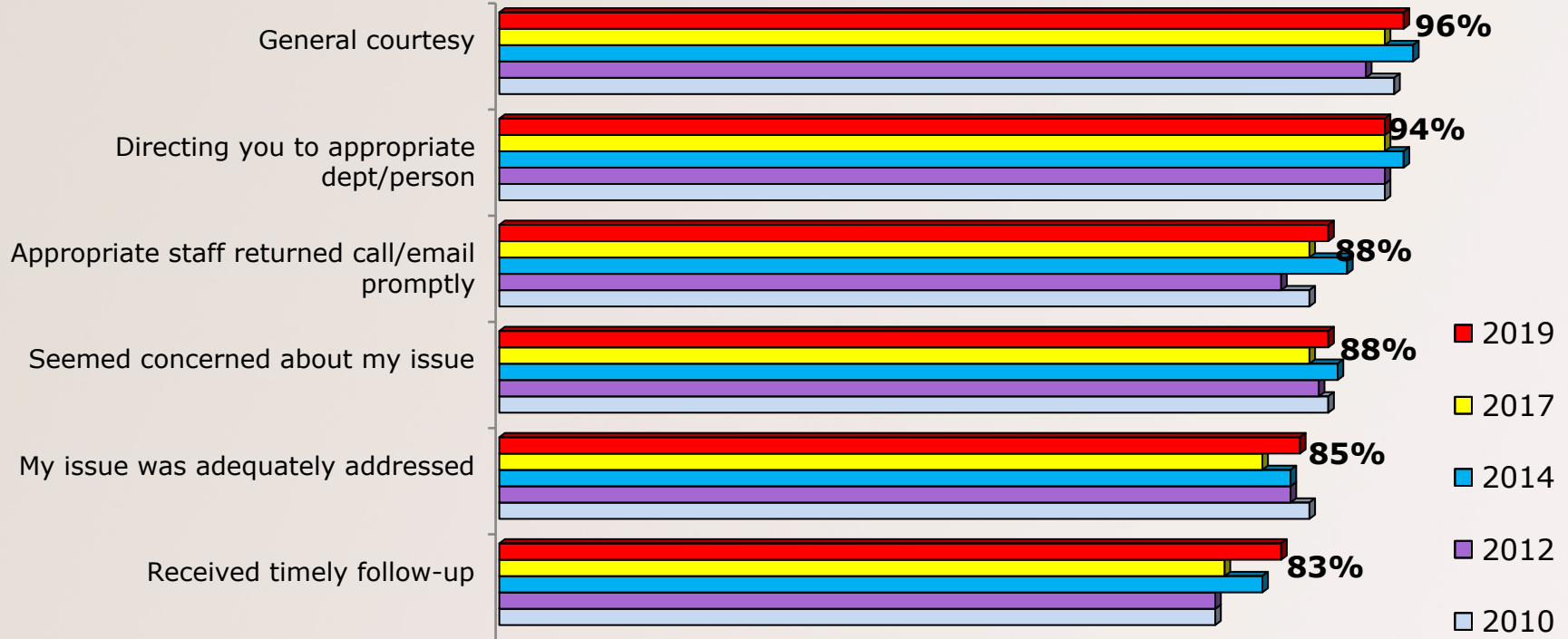
Satisfaction with City Performance 2019	Very Satisfied %	Satisfied %	Dissatisfied %	Very Dissatisfied %
Maintaining quality of life	26%	59%	11%	4%
Welcoming citizen involvement	24	58	12	6
Managing City funds	26	55	12	6
Government transparency	24	52	15	9
Effective zoning and land use regulations	16	59	19	6
Value of services for taxes paid	19	55	18	8
Listening to citizens	22	50	20	8
Planning for the future needs of residents	16	52	23	9
Encouraging economic growth	17	51	23	9
Developing a future vision for the City	17	48	26	9

City Employee Contact



Q3. If you have had contact with a City of Colleyville employee within the past year, how satisfied were you with the following?

COMBINED PERCENTAGES: VERY SATISFIED/SATISFIED (Excludes "No Opinion/NA")



City Employee Contact 2019

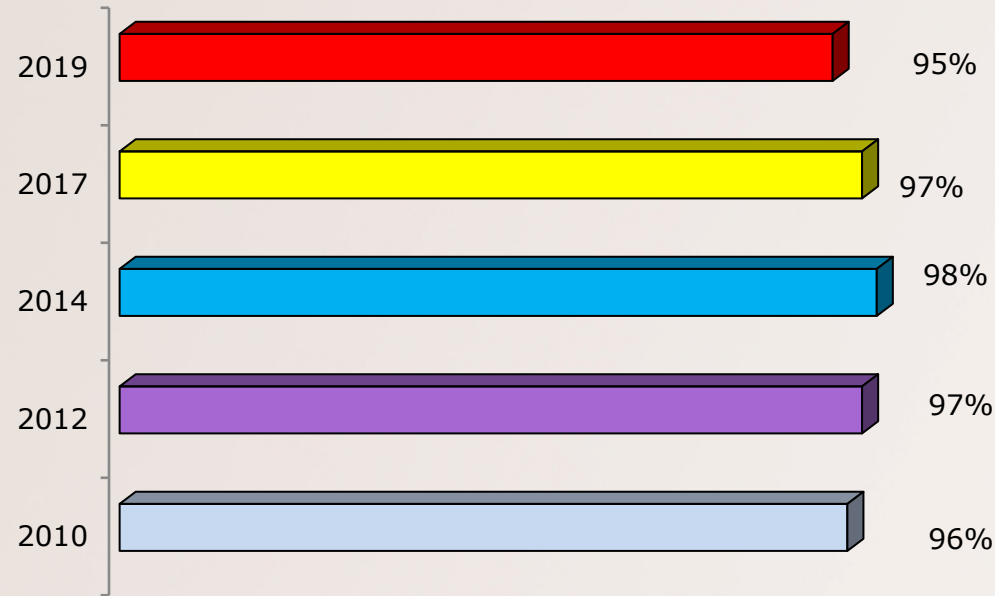


Q3. If you have had contact with a City of Colleyville employee within the past year, how satisfied were you with the following?

(Excludes "No Opinion/NA")

Satisfaction				
City Employee Contact 2019	Very Satisfied %	Satisfied %	Dissatisfied %	Very Dissatisfied %
General courtesy	54%	42%	2%	2%
Directing you to the appropriate department/person	50	44	4	2
Appropriate staff returned my call/email promptly	47	41	8	4
Seemed concerned about my issue	47	41	8	4
My issue was adequately addressed	45	40	8	7
Received timely follow-up from City to ensure my issue was addressed	43	40	9	8

Q4a. How satisfied are you with the overall quality of life in Colleyville:
(Excludes "No Opinion" responses)



Quality of Life 2019



Q4a. Please indicate your level of satisfaction with Colleyville(s): (Excludes "No Opinion" responses)

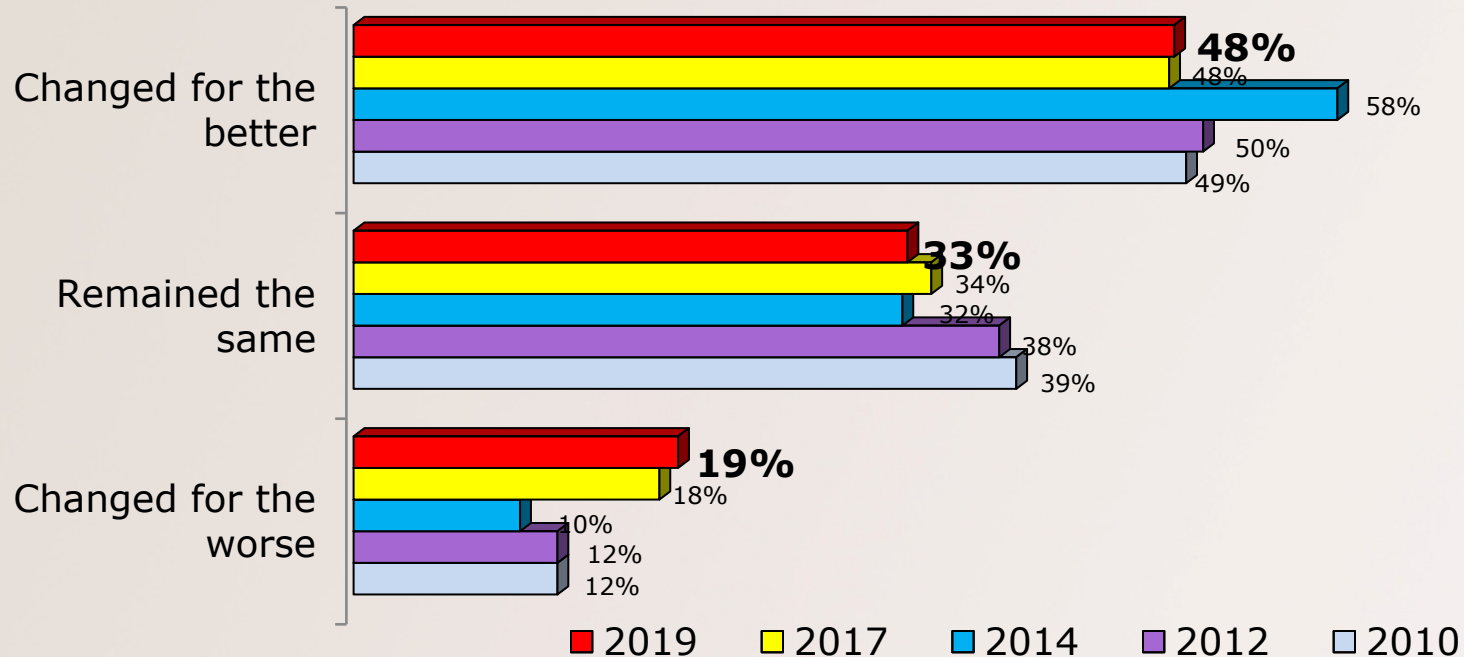
Percentages in **RED** indicate **90% or more** responding very satisfied or satisfied

		Satisfaction			
Very satisfied + satisfied	Quality of Life in Colleyville - 2019	Very Satisfied %	Satisfied %	Dissatisfied %	Very Dissatisfied %
98%	As a place to raise a family	60%	38%	2%	*
97%	Overall safety of Colleyville	64	33	2	1
97%	As a place to live	57	40	3	*
95%	Overall quality of life	48	47	5	*
91%	Appearance of your neighborhood	44	47	7	2
90%	Overall quality of city services	36	54	8	2
87%	Overall image/reputation	48	39	9	3
82%	Overall appearance of Colleyville	29	53	15	2
79%	As a place to retire	36	43	15	6
75%	As a place to work	28	47	17	8
64%	As a place to do business	22	42	26	10

* Less than 1%

Overall quality of life was asked in 2012 and 2019; other quality of life components were new questions in 2014 and 2017 Citizen Survey

Q4b. During the time you have lived here, do you think that as a community Colleyville has:
(Excludes "No Opinion" responses)



Satisfaction with City Services



Q5. Please indicate your level of satisfaction with the following:

COMBINED PERCENTAGES: VERY SATISFIED/SATISFIED (Excludes "no opinion" responses)

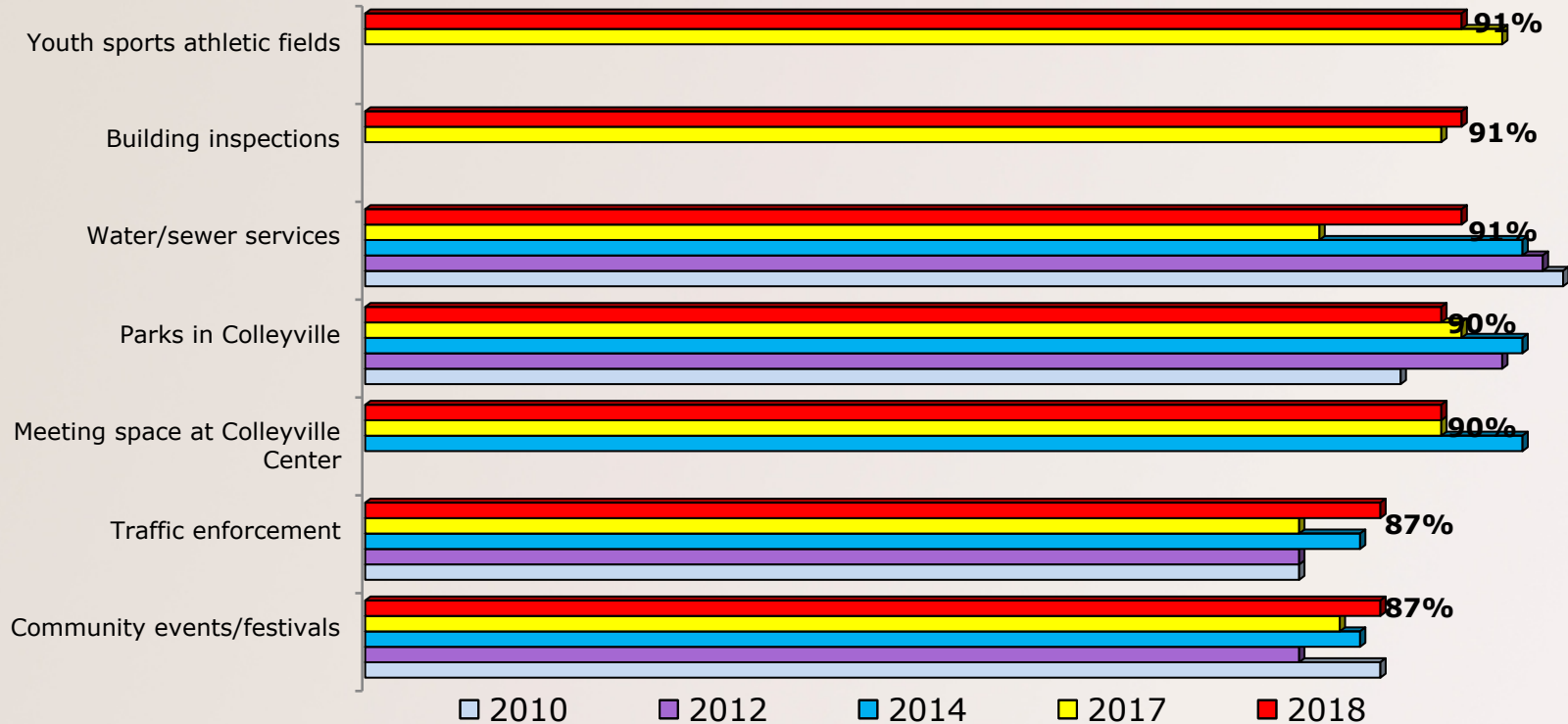


Satisfaction with City Services



Q5. Please indicate your level of satisfaction with the following:

COMBINED PERCENTAGES: VERY SATISFIED/SATISFIED (Excludes "no opinion" responses)

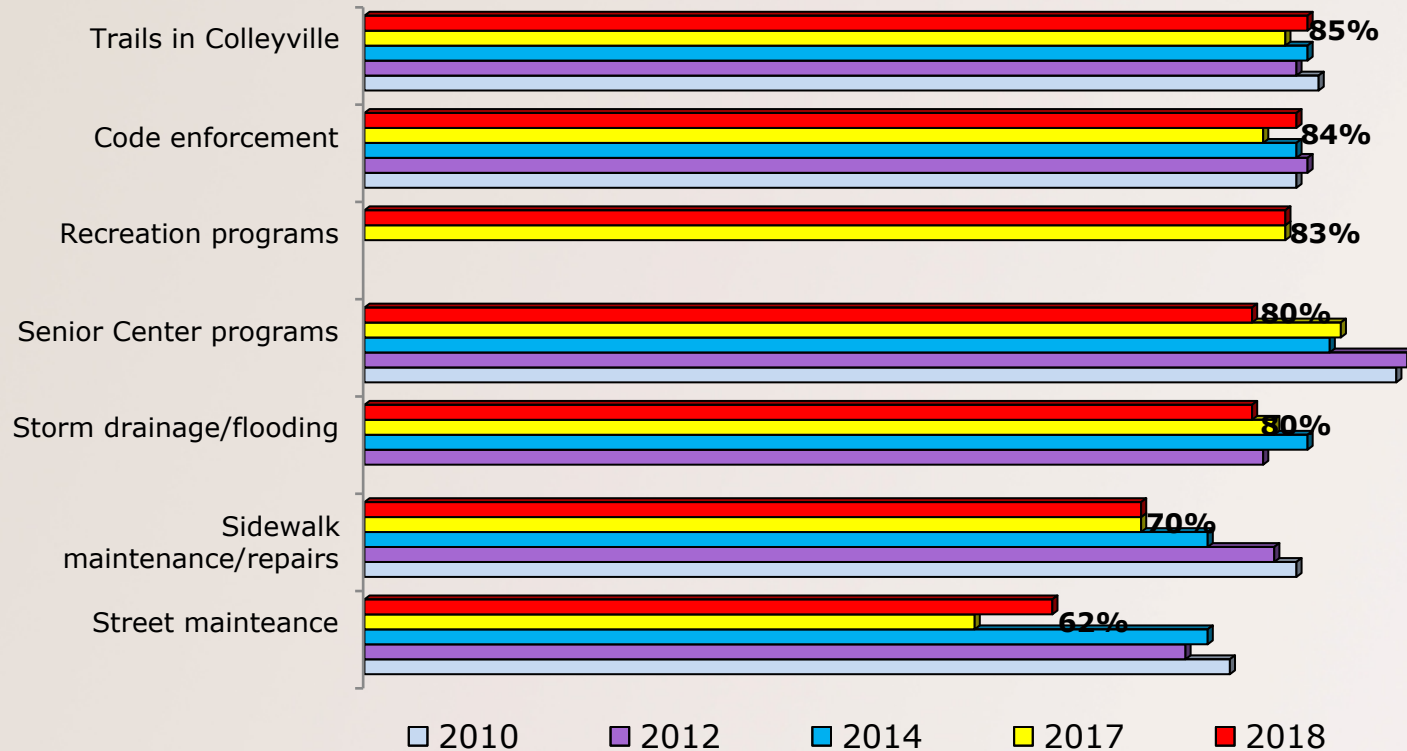


Satisfaction with City Services



Q5. Please indicate your level of satisfaction with the following:

COMBINED PERCENTAGES: VERY SATISFIED/SATISFIED (Excludes "no opinion" responses)



Satisfaction with City Services 2019



Q5. Please indicate your level of satisfaction with the following:
TOP 11 (Excludes "no opinion" responses)

Satisfaction with City Services 2019	Very Satisfied %	Satisfied %	Dissatisfied %	Very Dissatisfied %
1-Fire protection	62%	37%	1%	*
2-Emergency medical services	60	39	*	*
3-Police protection	60	37	2	1
4-Library programs	52	44	4	*
5-Municipal court	36	59	2	2
6-Library materials	47	47	5	*
7-Trash/recycle service	41	51	6	2
8-Animal control	35	57	7	1
9-Youth sports athletic fields	42	49	6	2
10-Building inspections	35	56	7	2
11-Water/sewer services	31	60	7	2

Satisfaction with City Services 2019



**Q5. Please indicate your level of satisfaction with the following:
NEXT 12-22 (Excludes "no opinion" responses)**

Satisfaction with City Services 2019	Very Satisfied %	Satisfied %	Dissatisfied %	Very Dissatisfied %
12-Parks in Colleyville	36%	54%	8%	2%
13-Meeting space at Colleyville Center (for rental)	39	51	7	3
14-Traffic enforcement	34	53	9	4
15-Community events/festivals	33	54	11	2
16-Trails in Colleyville	32	53	11	4
17-Code enforcement	31	53	12	4
18-Recreation programs	28	55	11	6
19-Senior Center programs	26	54	13	7
20-Storm drainage/flooding	24	56	12	8
21-Sidewalk maintenance/repairs	20	50	18	12
22-Street maintenance/repairs	18	44	23	15

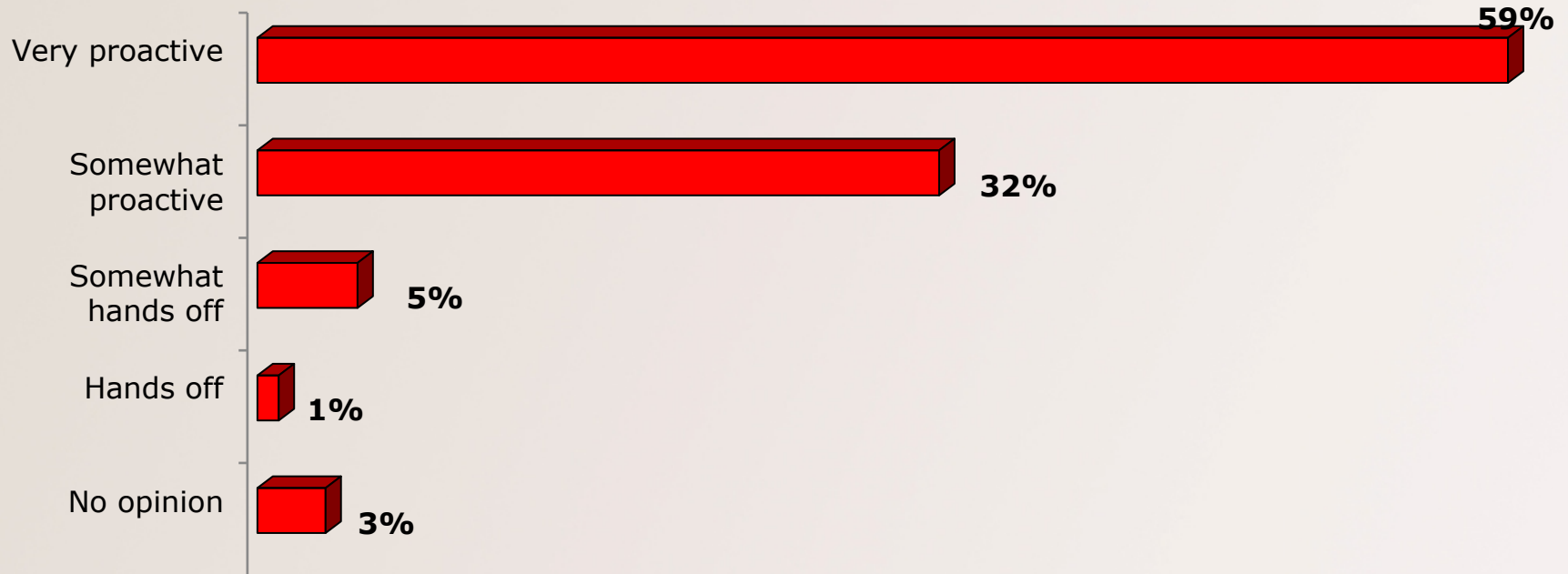
Alternating Questions

Q6 – Q9

Economic Development



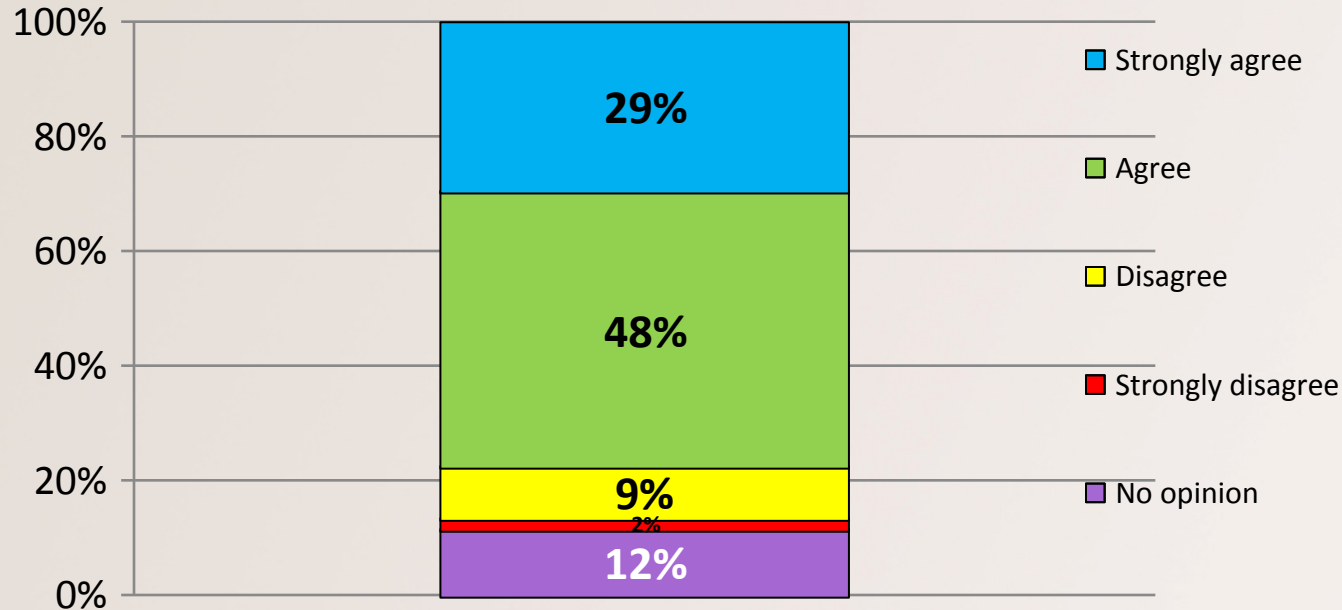
Q6a. How active of a role should the City have regarding Economic Development?



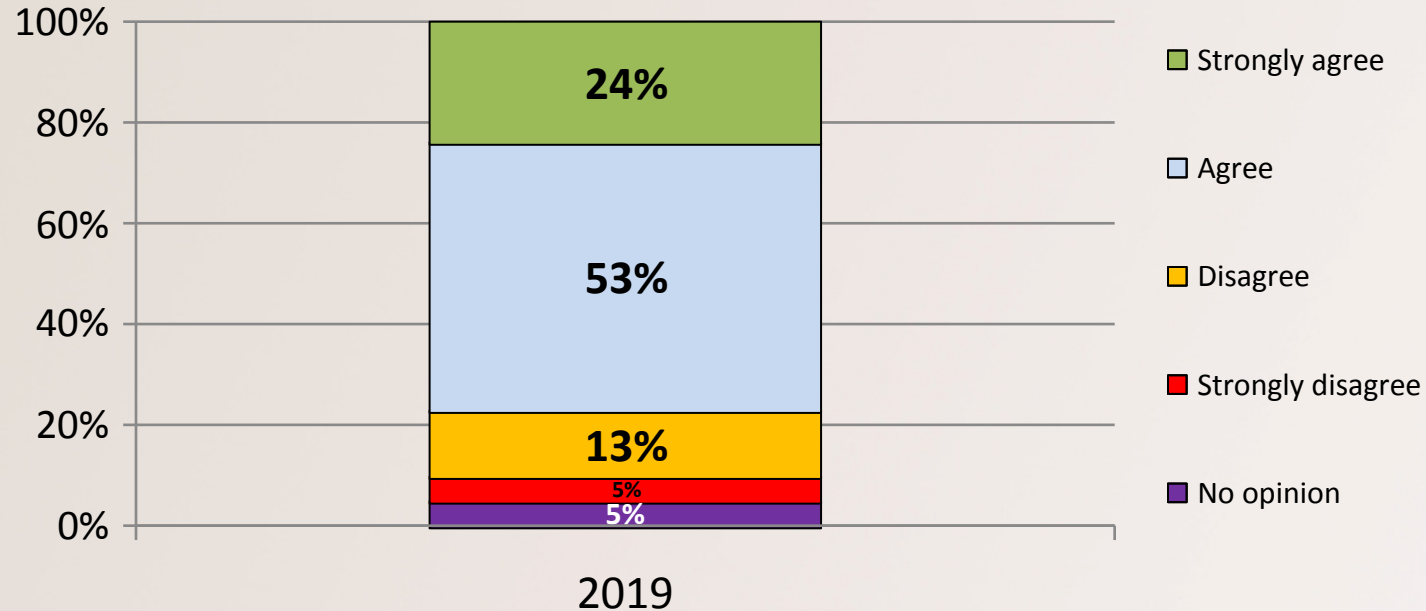
Economic Development



Q6b. The role of Economic Development is to diversity the City's tax base.



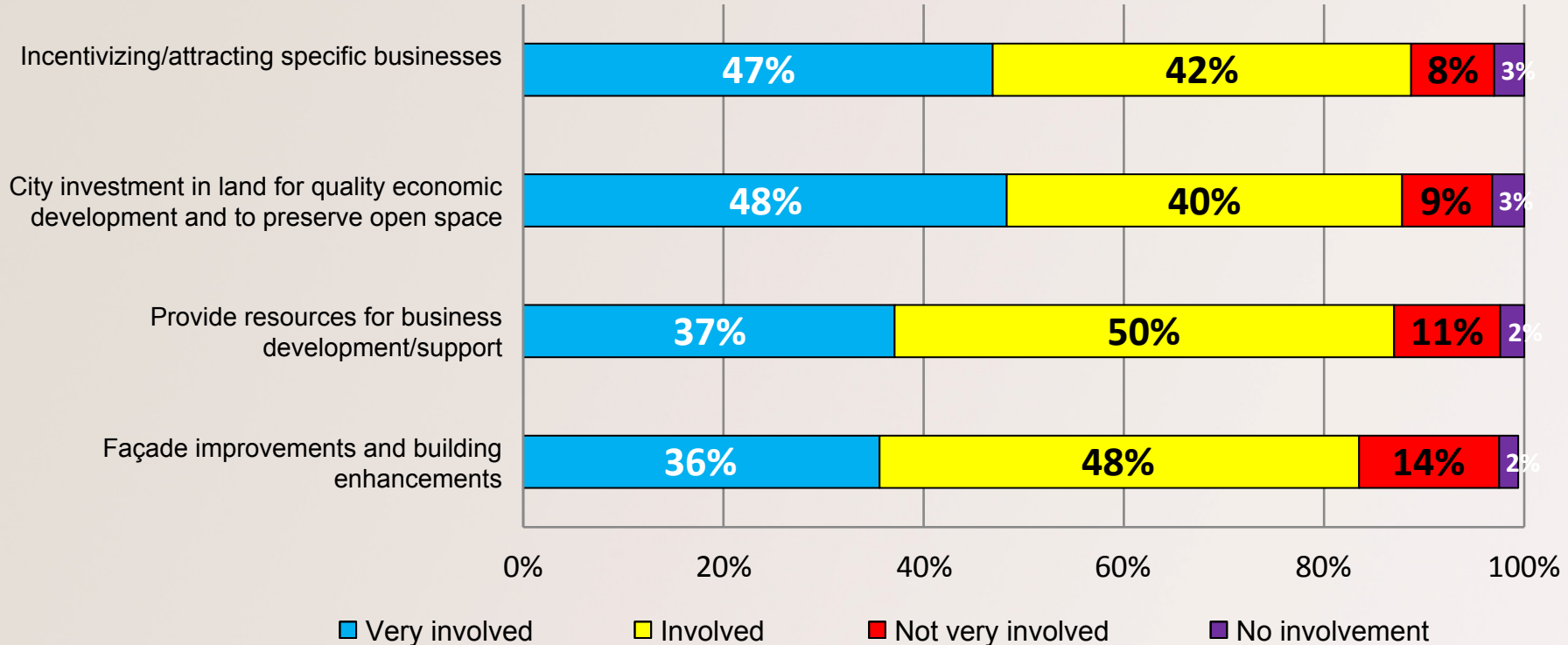
Q6c. I am aware of the City's efforts and promotions to incentivize shopping locally.



Economic Development



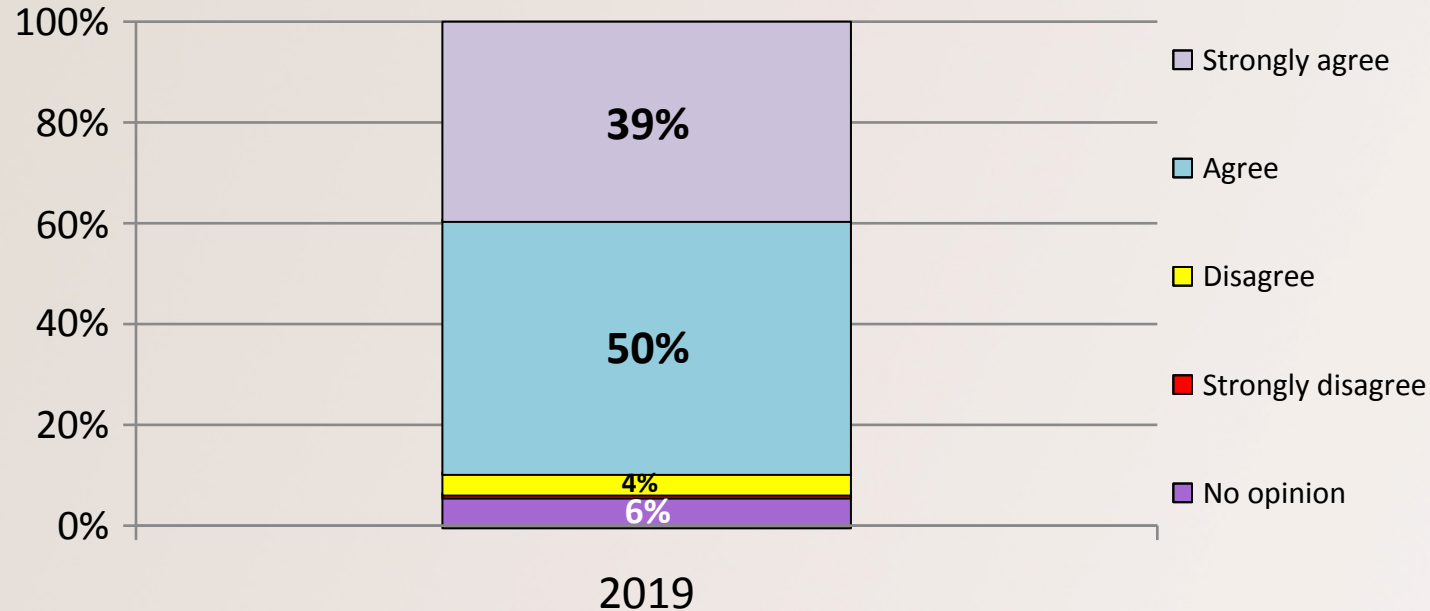
Q6d. How actively should the City be involved in the following:



Community Events Feedback



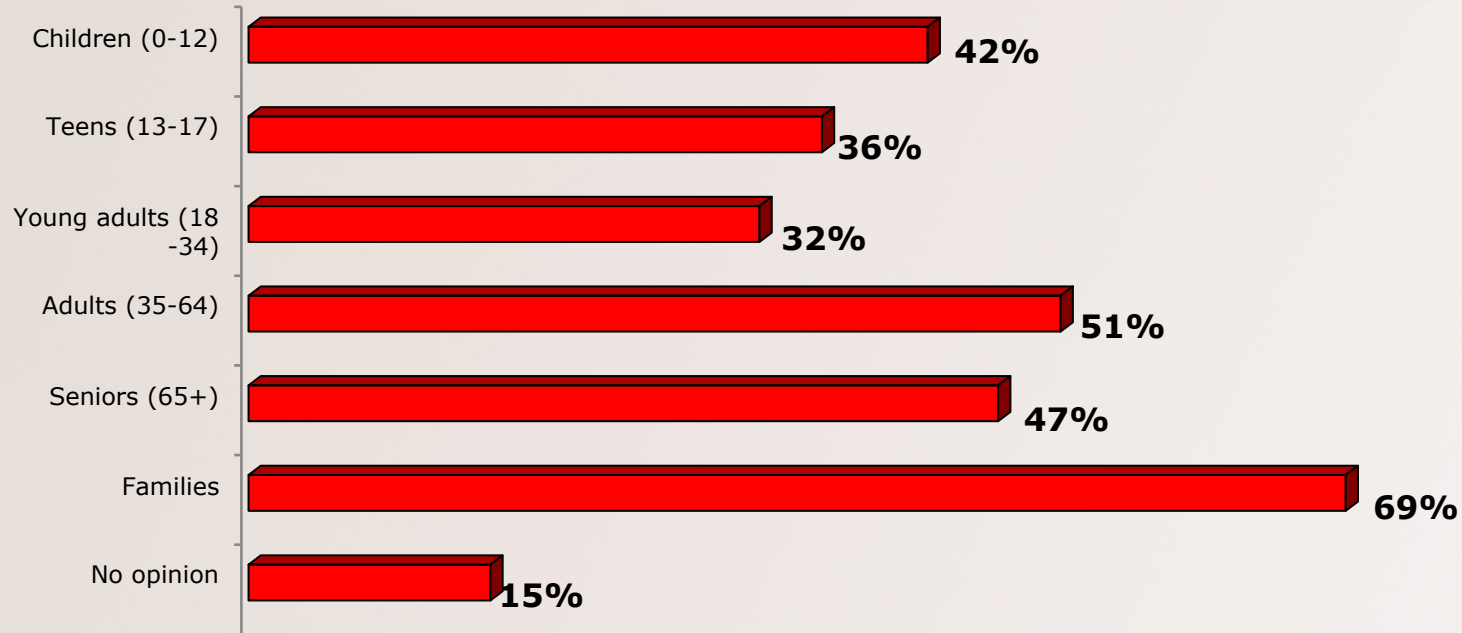
Q7a. Community events build a sense of community.



Community Events Feedback



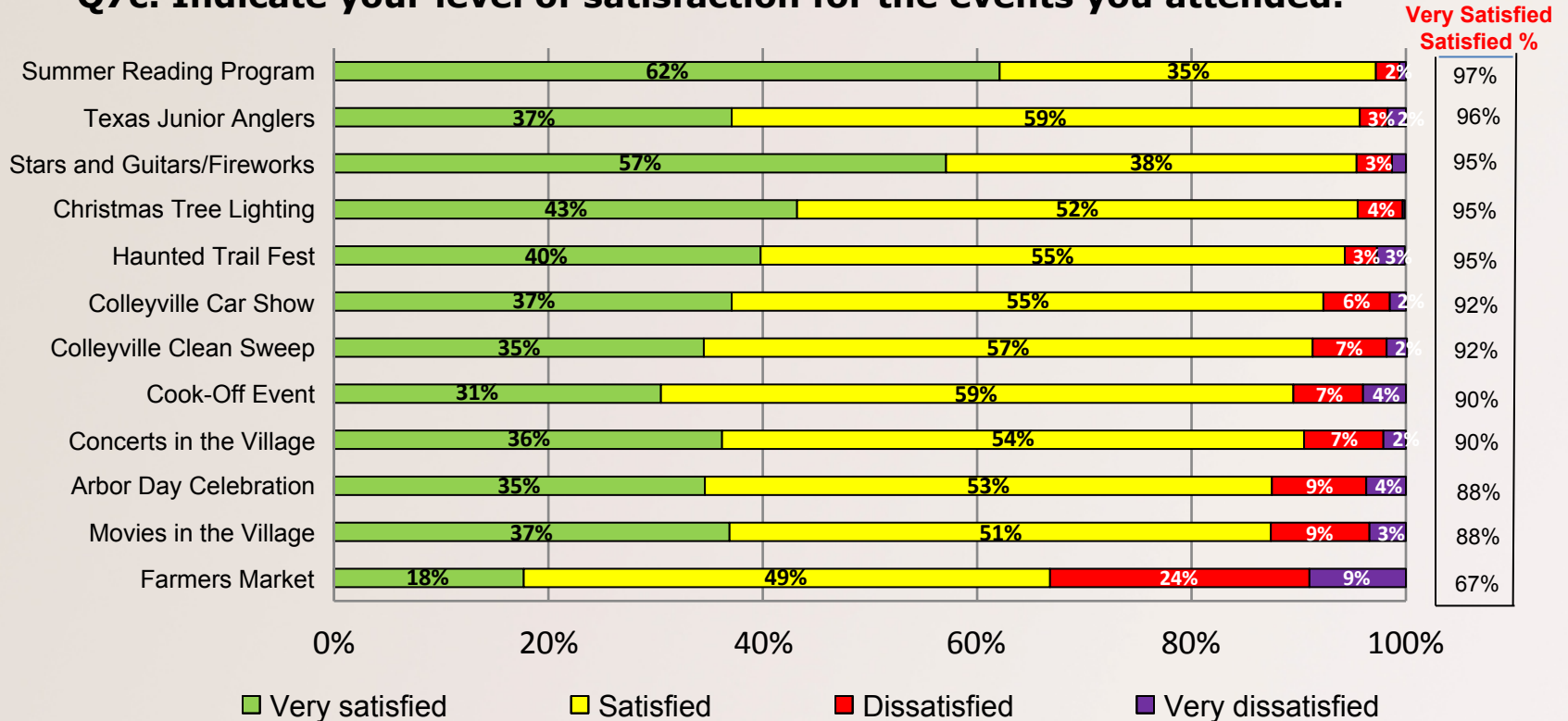
Q7b. The City should host events with a focus on the following age groups (check all that apply):



Community Events Feedback



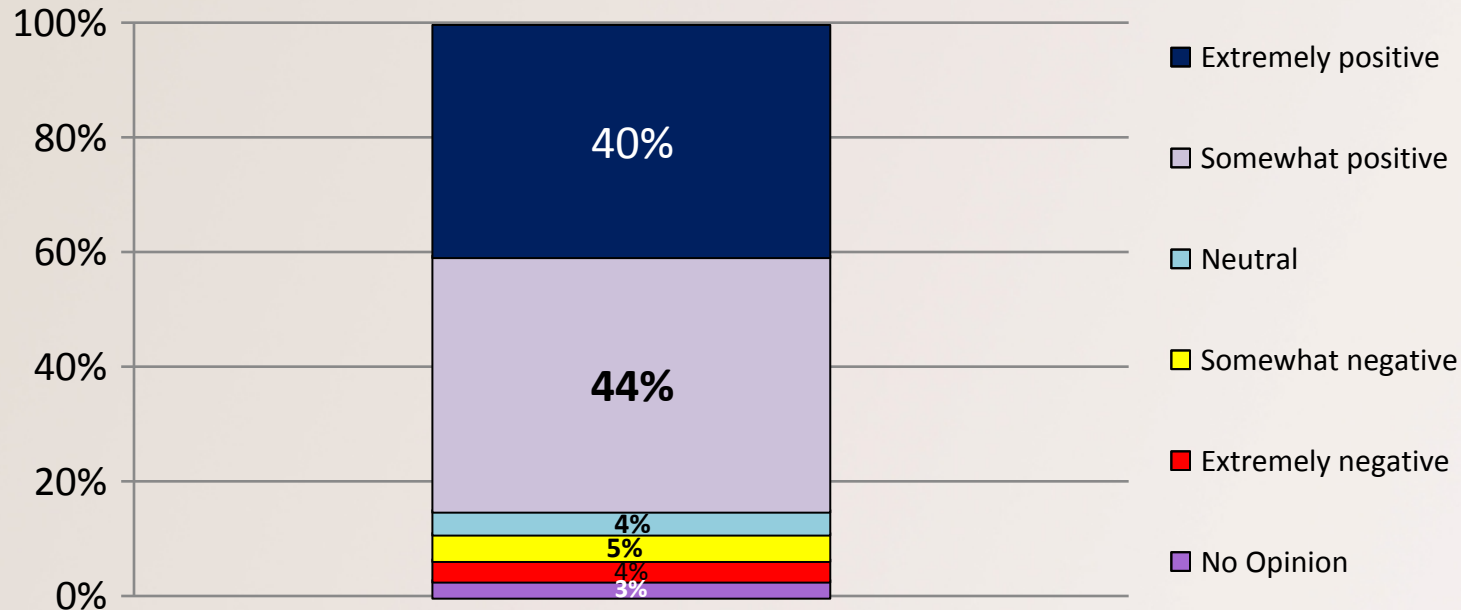
Q7c. Indicate your level of satisfaction for the events you attended.



Infrastructure Replacement



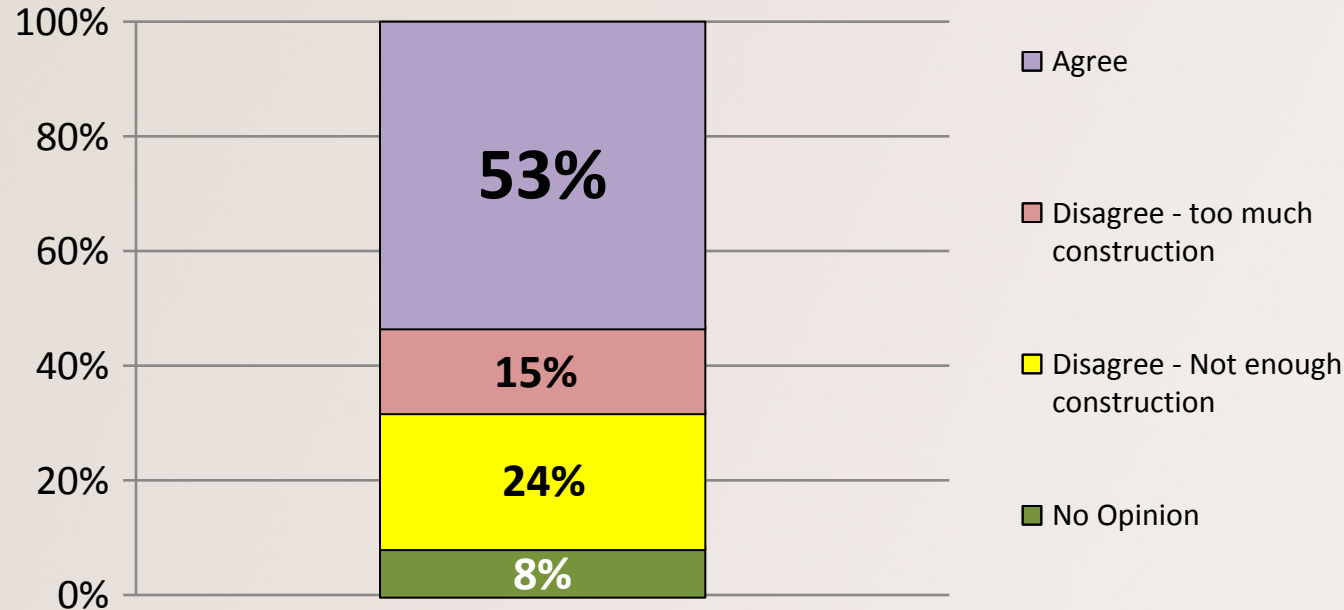
Q8a. Over the last 3 years, the City has improved 40 miles of roadway (new asphalt and/or reconstruction). How do you feel this is reflective of the City?



Infrastructure Replacement



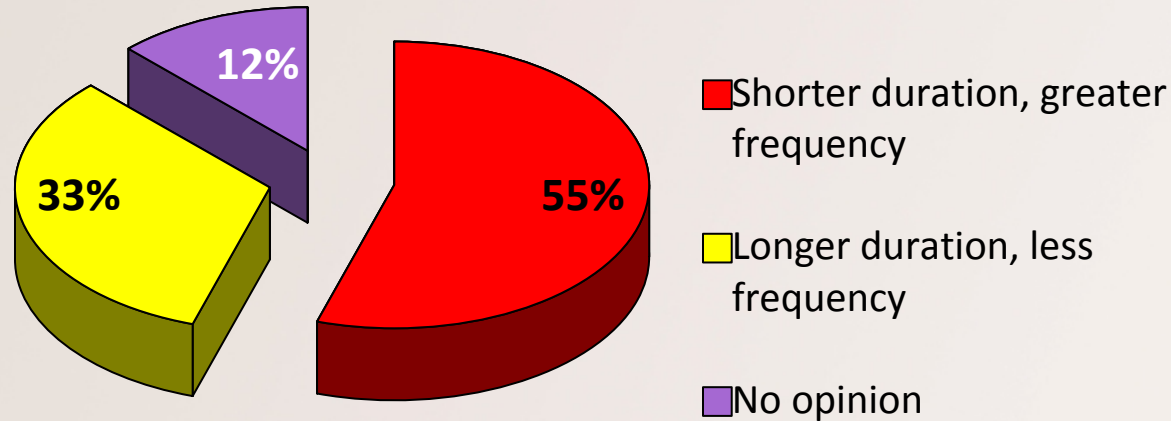
Q8b. Indicate if you agree or disagree with the following statement: Outside of work on SH26 and Hwy. 121 which are TxDOT projects, the City is providing the proper amount of road construction.



Infrastructure Replacement

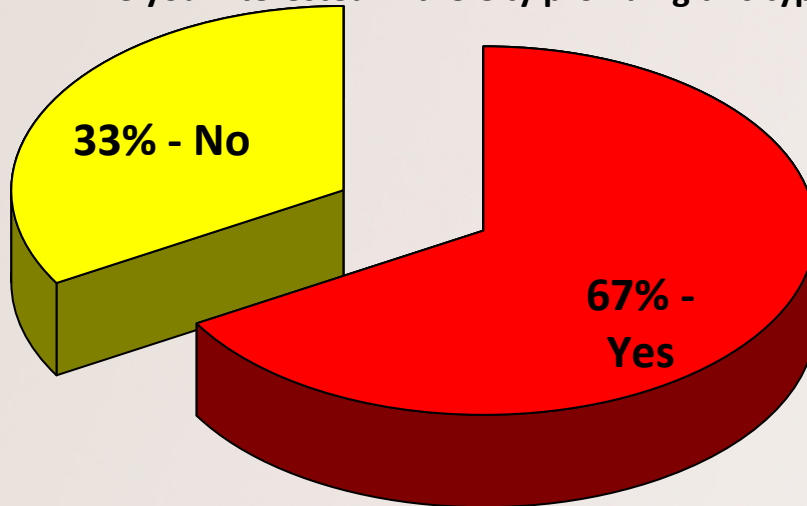


Q8c. Would you prefer road construction to be of a shorter duration with greater frequency or longer duration with less frequency assuming costs are equal?



Q9a. The City of Colleyville is currently evaluating the need for a Multi-purpose Recreation Facility and whether such an amenity is desired by citizens. The proposed site would be 10 acres, currently home to the 10,000 square foot senior center (2512 Glade Road). At a minimum, the existing Senior Center is in need of renovation. All estimates for “cost to taxpayer” are based on average home values. There are currently four options under consideration. The first two options would involve tearing down the existing senior center building (a former church). The second two options involve renovating and/or adding on to the existing building. All estimates assume a mid-level finish out (similar to the REC in Grapevine).

Are you interested in the City providing this type of facility?



Parks and Recreation



Q9a. Comprehensive Option A.

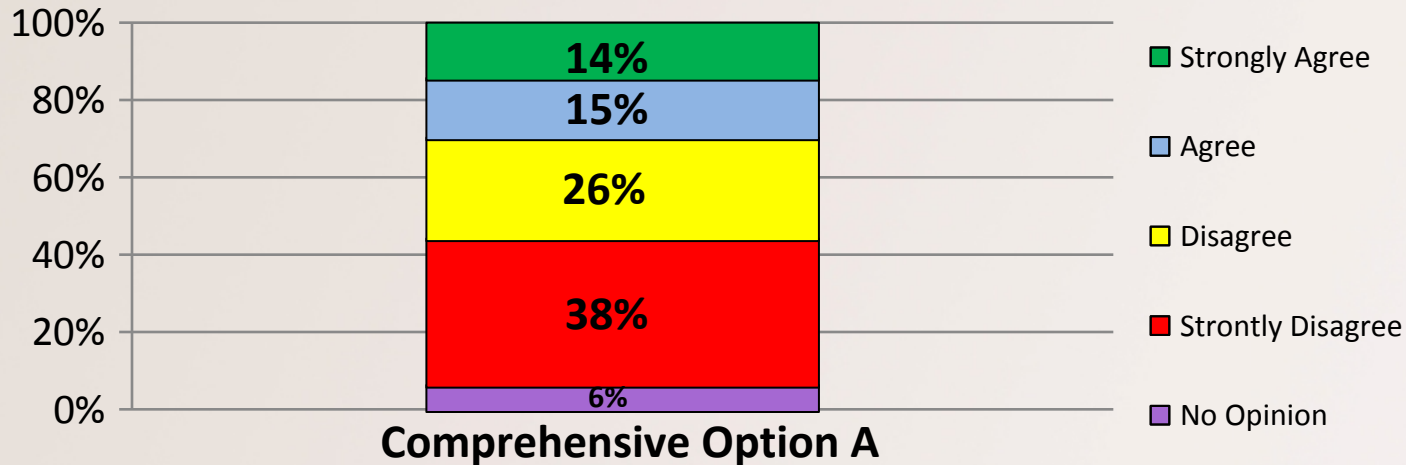
New 45,000 square foot facility (Lifetime Fitness is 108,000 square feet-- so about half the size). Includes a gymnasium, senior facilities, fitness rooms, multi-use rooms, building support space, indoor aquatics, and additional parking. Membership fees could be charged to offset costs or the cost could all be included and funded through property taxes.

Capital cost of \$25-30M; \$1.5M annual operating

Cost to taxpayer = \$208 for capital + \$208 for operating = **\$416 annual increase to property tax bill**
(assumes 0% recovery through membership fees)

*assumes \$25M in bonds paid over 20 years (annual debt service of \$1.5M) + \$5M cash

I am supportive of the City pursuing this option:



Q9a. Comprehensive Option B.

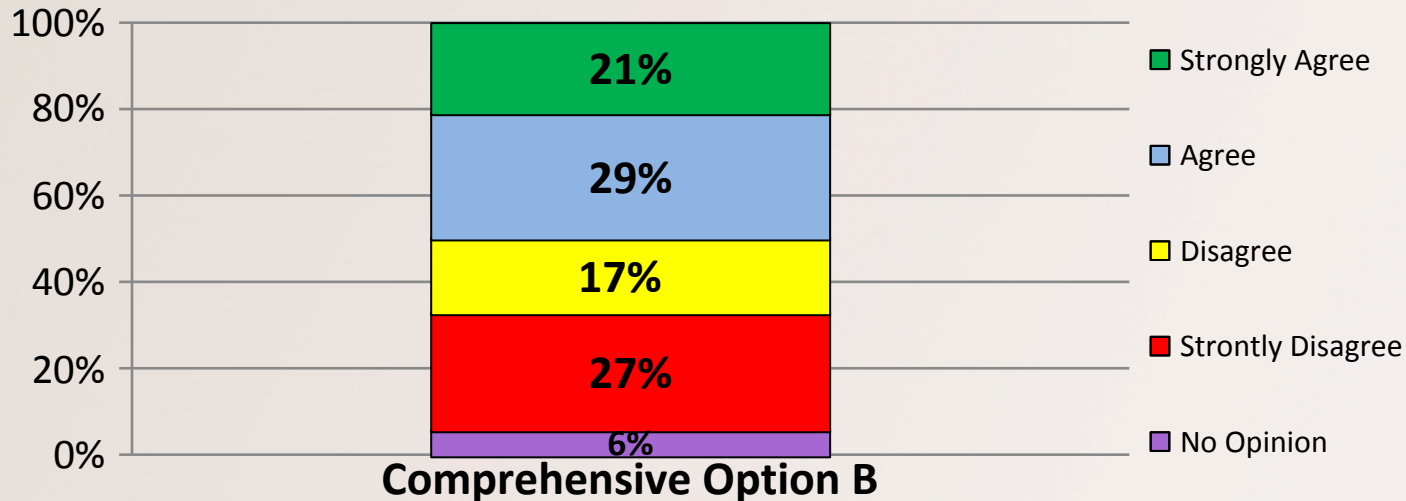
New 45,000 square foot facility (Lifetime Fitness is 108,000 square feet-- so about half the size). Includes a gymnasium, senior facilities, fitness rooms, multi-use rooms, building support space, indoor aquatics, and additional parking. Membership fees could be charged to offset costs or the cost could all be included and funded through property taxes.

Capital cost of \$25-30M; \$1.5M annual operating

Cost to taxpayer = \$208 for capital + \$104 for operating = **\$312 annual increase to property tax bill**
(assumes 50% recovery through membership fees; membership fees TBD)

*assumes \$25M in bonds paid over 20 years (annual debt service of \$1.5M) + \$5M cash

I am supportive of the City pursuing this option:



Q9a. Alternative Option C.

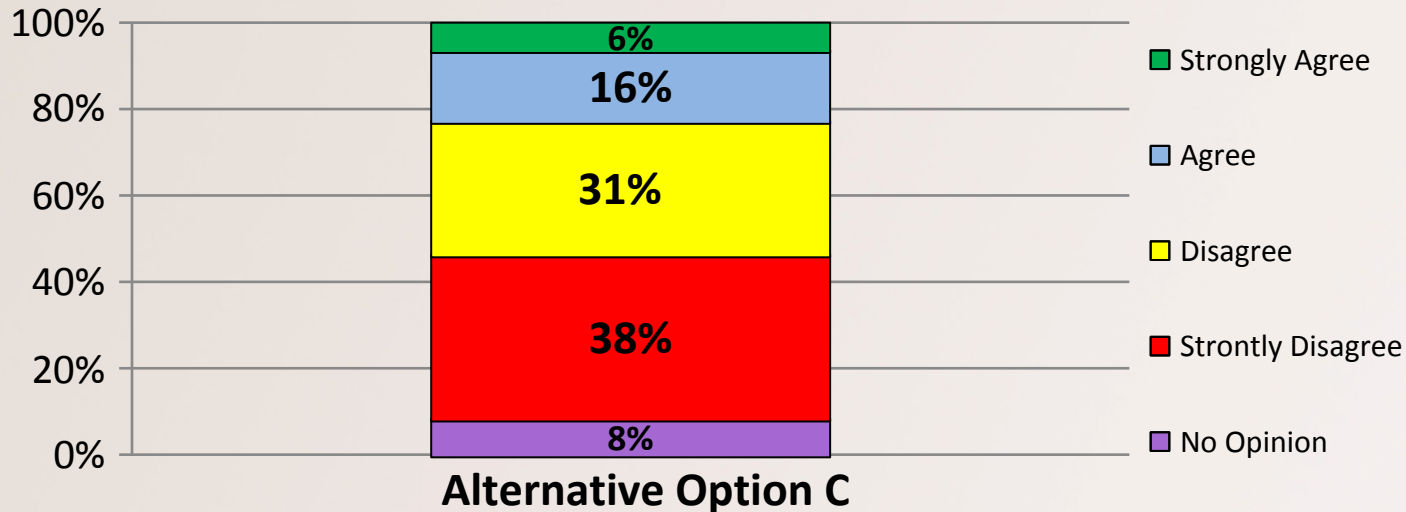
New smaller facility at 30,000 square feet including a gymnasium, senior facilities, fitness rooms, multi-use rooms, building support space, and additional parking. With this facility, there is reduced focus on the fitness facility and no aquatics. If membership fees were to be charged, those fees would be less than those appropriate for a comprehensive facility (option 1).

Capital cost of \$15-20M; \$1.0M annual operating

Cost to taxpayer = \$125 for capital + \$138 for operating = **\$263 annual increase to property tax bill**
(assumes 0% cost recovery through membership fees)

*Assumes \$15M in bonds paid over 20 years (annual debt service of \$900K) + \$5M cash

I am supportive of the City pursuing this option:



Parks and Recreation



Q9a. Alternative Option D.

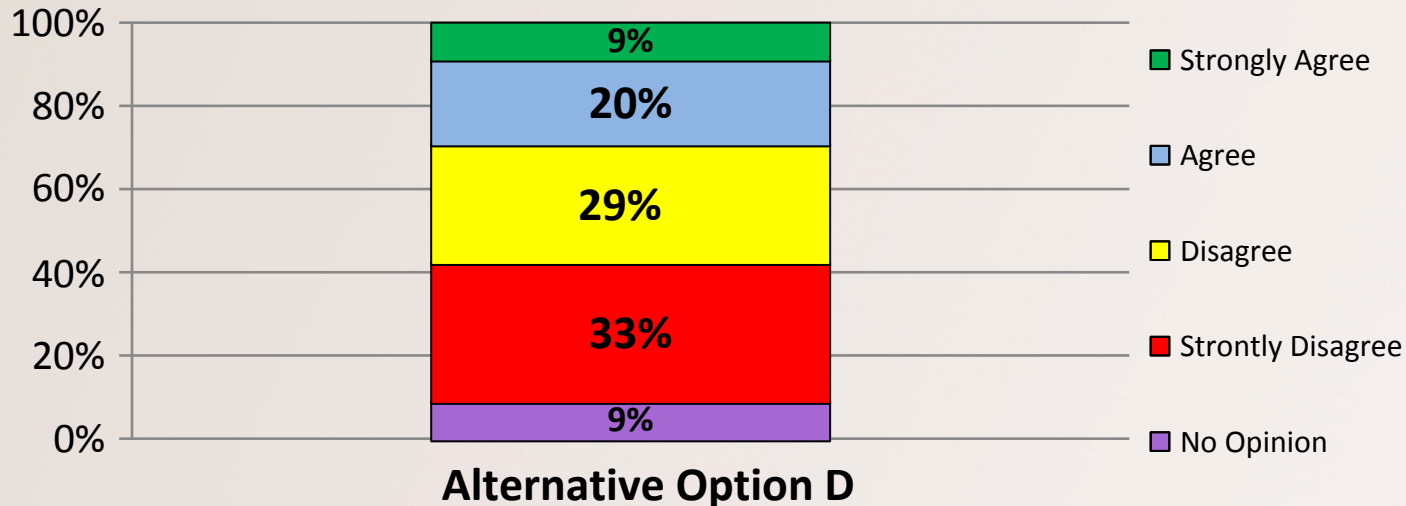
New smaller facility at 30,000 square feet including a gymnasium, senior facilities, fitness rooms, multi-use rooms, building support space, and additional parking. With this facility, there is reduced focus on the fitness facility and no aquatics. If membership fees were to be charged, those fees would be less than those appropriate for a comprehensive facility (option 1).

Capital cost of \$15-20M; \$1.0M annual operating

Cost to taxpayer = \$125 for capital + \$110 for operating = **\$235 annual increase to property tax bill**
(assumes 20% cost recovery through membership fees)

*Assumes \$15M in bonds paid over 20 years (annual debt service of \$900K) + \$5M cash

I am supportive of the City pursuing this option:



Q9a. Option E – Renovation + Add Gymnasium

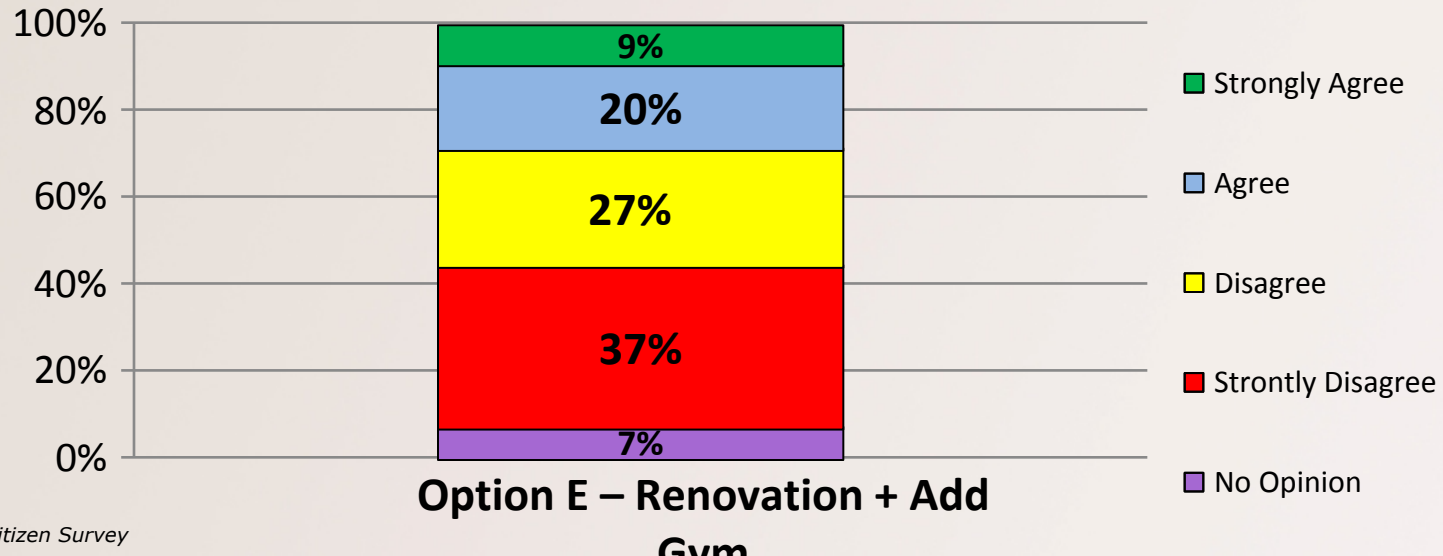
Includes renovating the existing building (10,000 square feet) and building a gymnasium addition (10,000 square feet). Will consist of reconfiguring rooms, additional restrooms, and joining the annex building to the main building. As a facility focused on programming (as opposed to a facility with fitness rooms and/or aquatics), membership fees would not be charged and are not charged currently.

Capital cost of \$7-12 M; \$500k annual operating

Cost to taxpayer = \$41 for capital + \$69 for operating = **\$110 annual increase to property tax bill**

*Assumes \$5M in bonds paid over 20 years (annual debt service of \$300k) + \$5M cash

I am supportive of the City pursuing this option:



Parks and Recreation



Q9a. Option F – Renovation Only

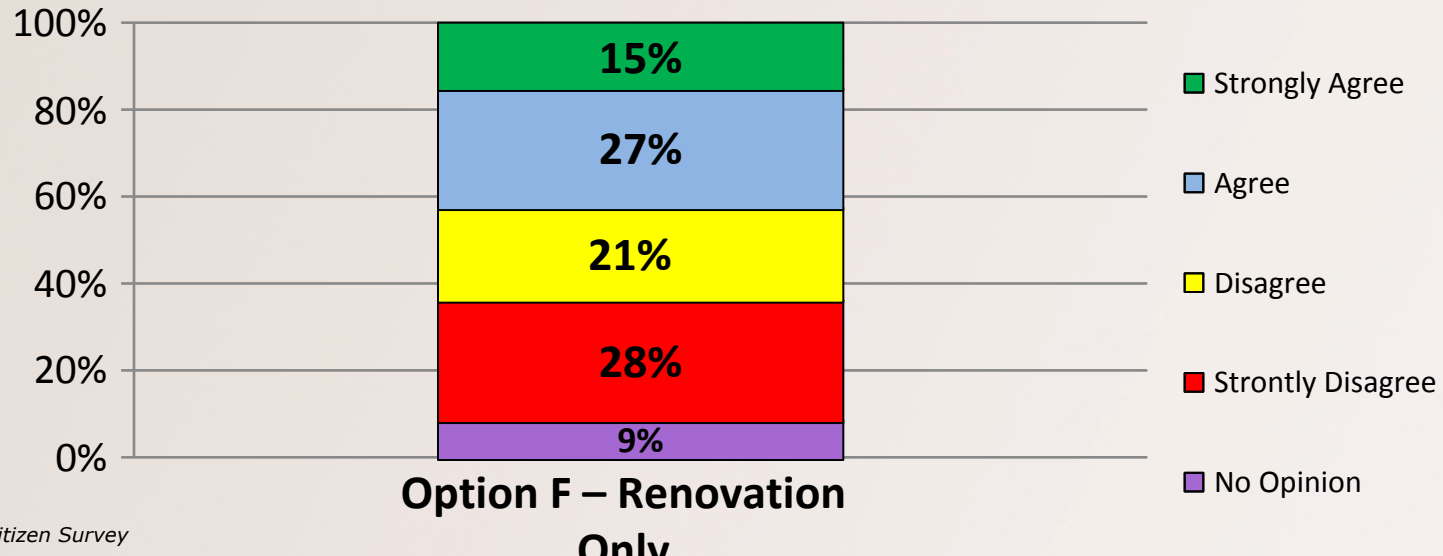
Includes renovating the existing building (10,000 square feet) and building a gymnasium addition (10,000 square feet). Will consist of reconfiguring rooms, additional restrooms, and joining the annex building to the main building. No gymnasium would be added. As a facility focused on programming (as opposed to a facility with fitness rooms and/or aquatics), membership fees would not be charged and are not charged currently.

Capital cost of \$2-4 M; minimal operating increase

Cost to taxpayer = \$0 for capital + \$0 for operating = No **increase to property tax bill, no membership fees**

*Assumes \$4M cash

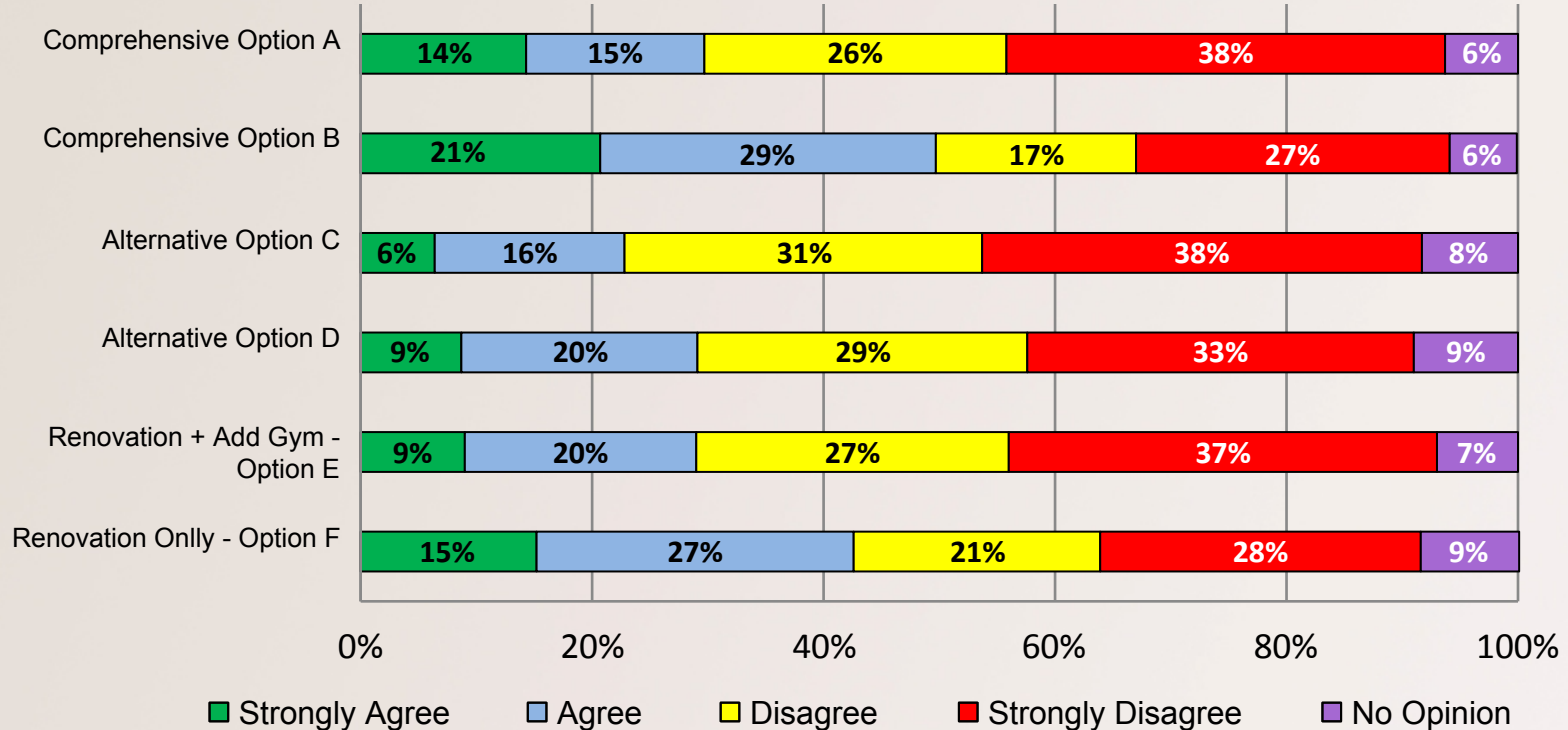
I am supportive of the City pursuing this option:



Parks and Recreation



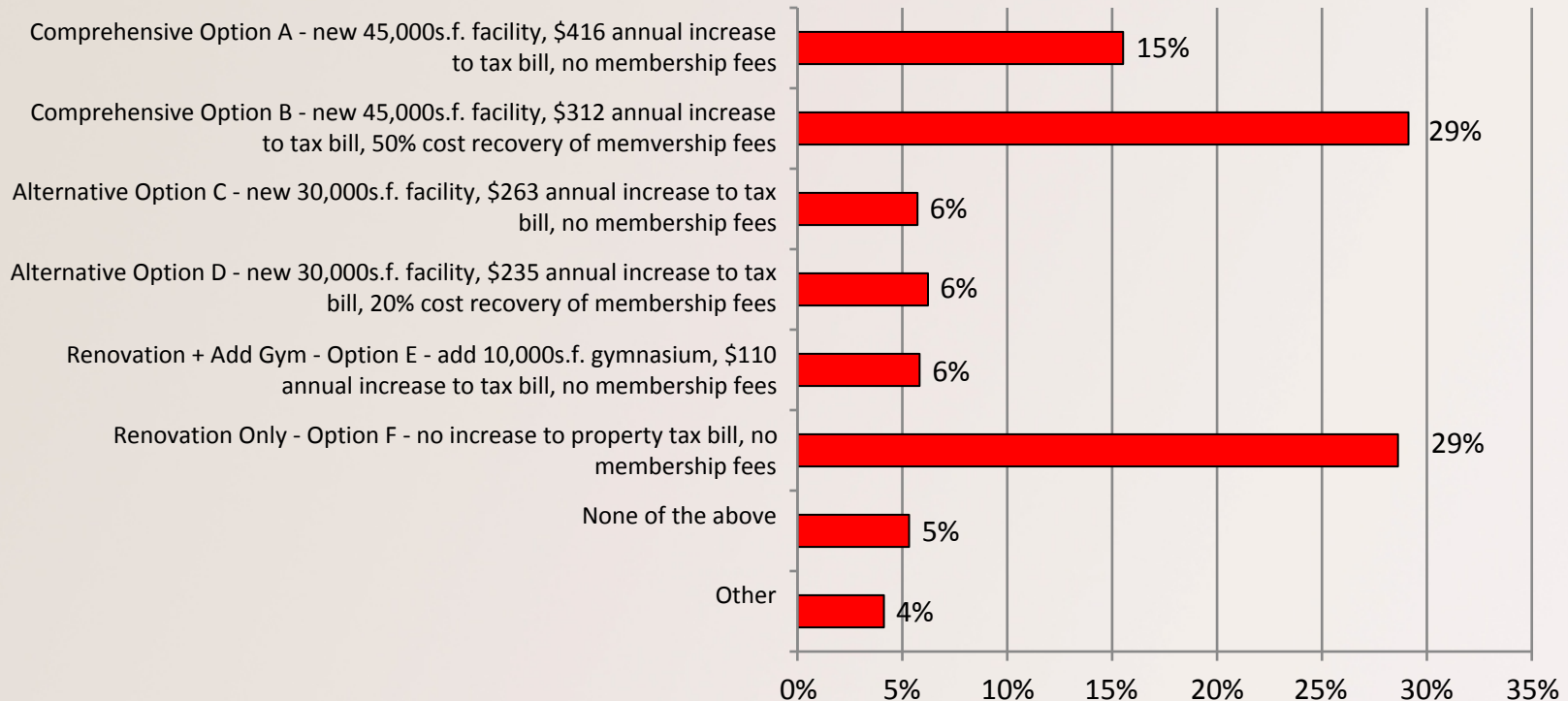
Q9a. Summary of Responses



Parks and Recreation



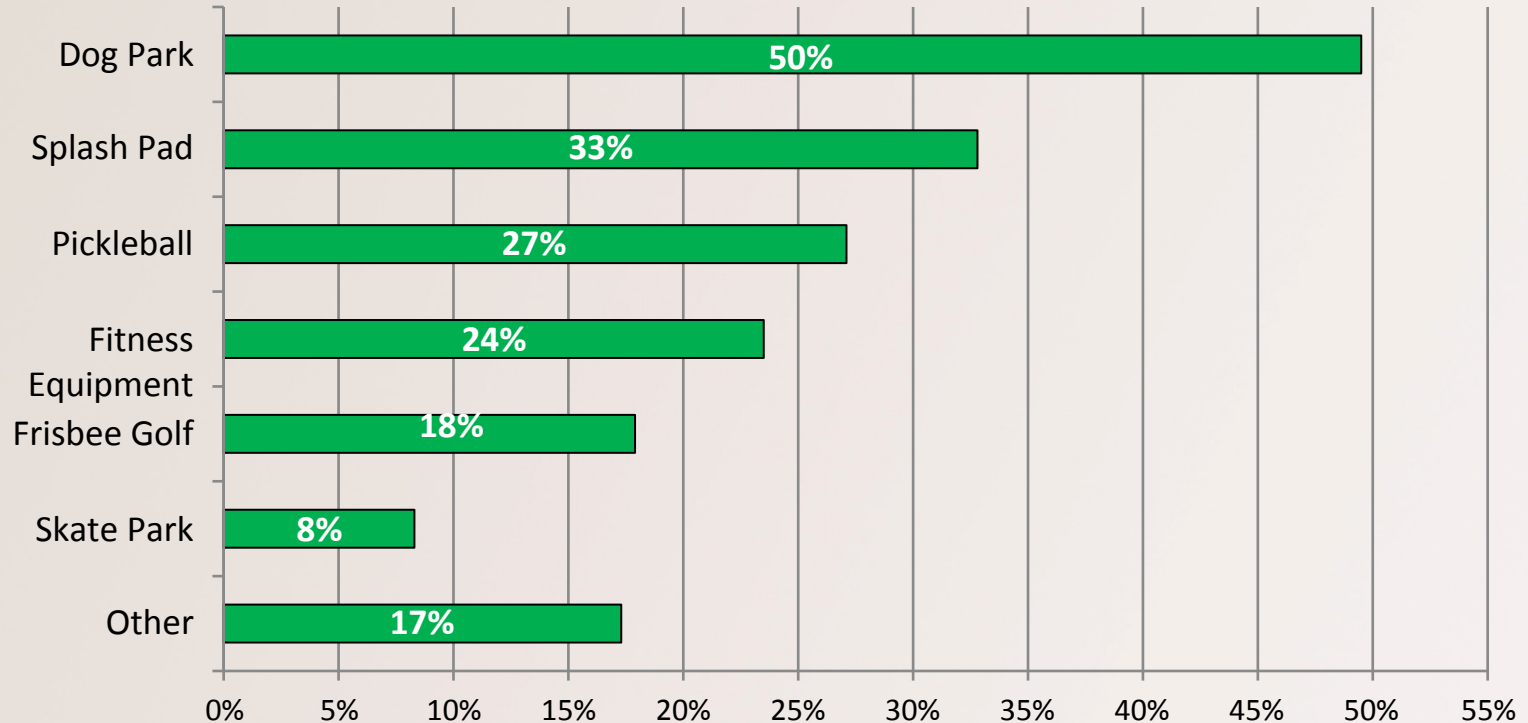
Q9b. Please indicate your preference out of the options given:



Parks and Recreation



Q9c. What additional amenities would you like to see to enhance our parks?

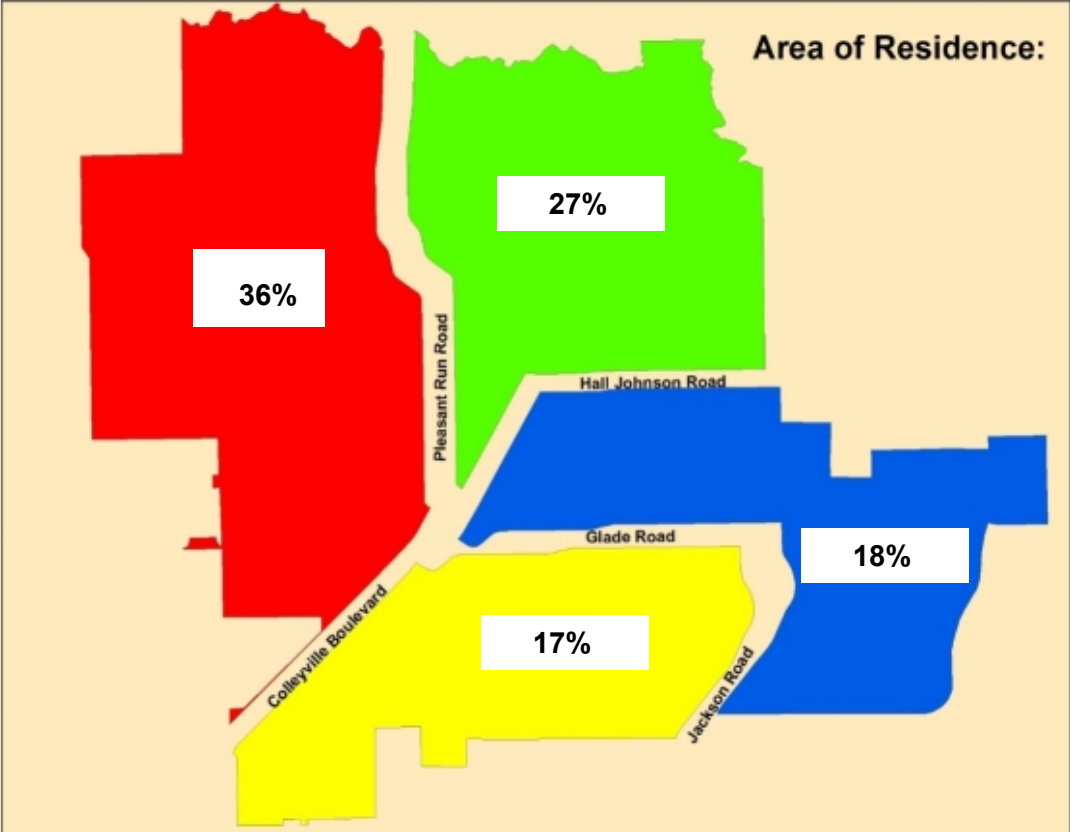


New question in 2019 Citizen Survey. Responses will add to more than 100% due to multiple answers allowed.

Demographic Questions

Q10

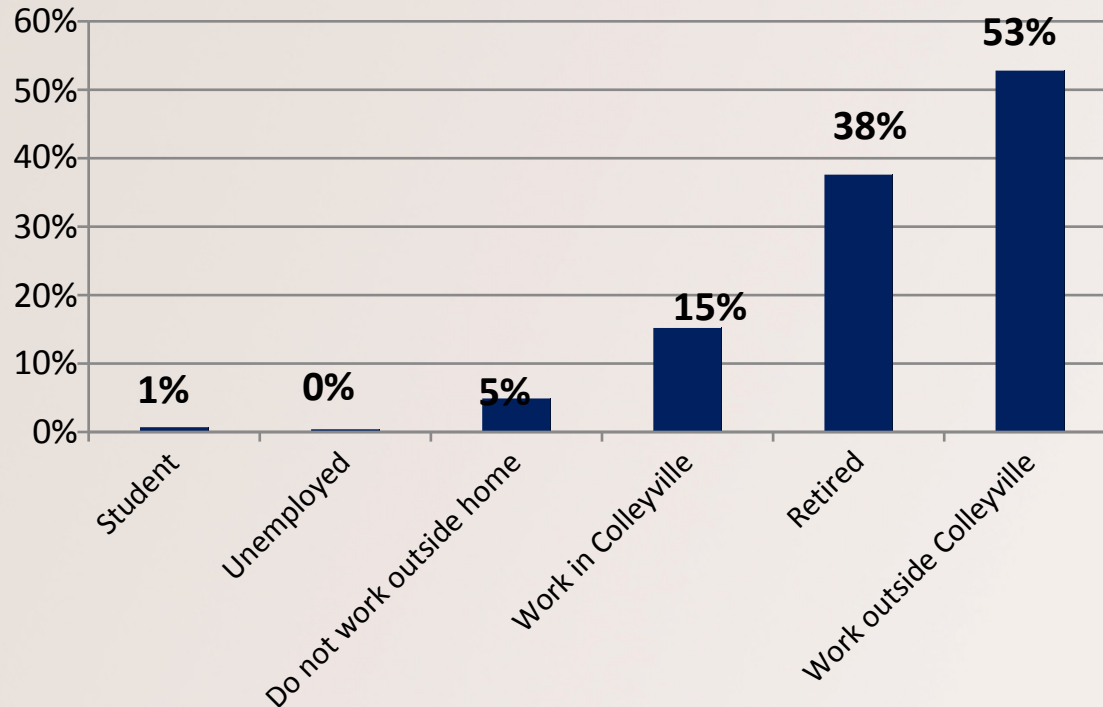
Demographics



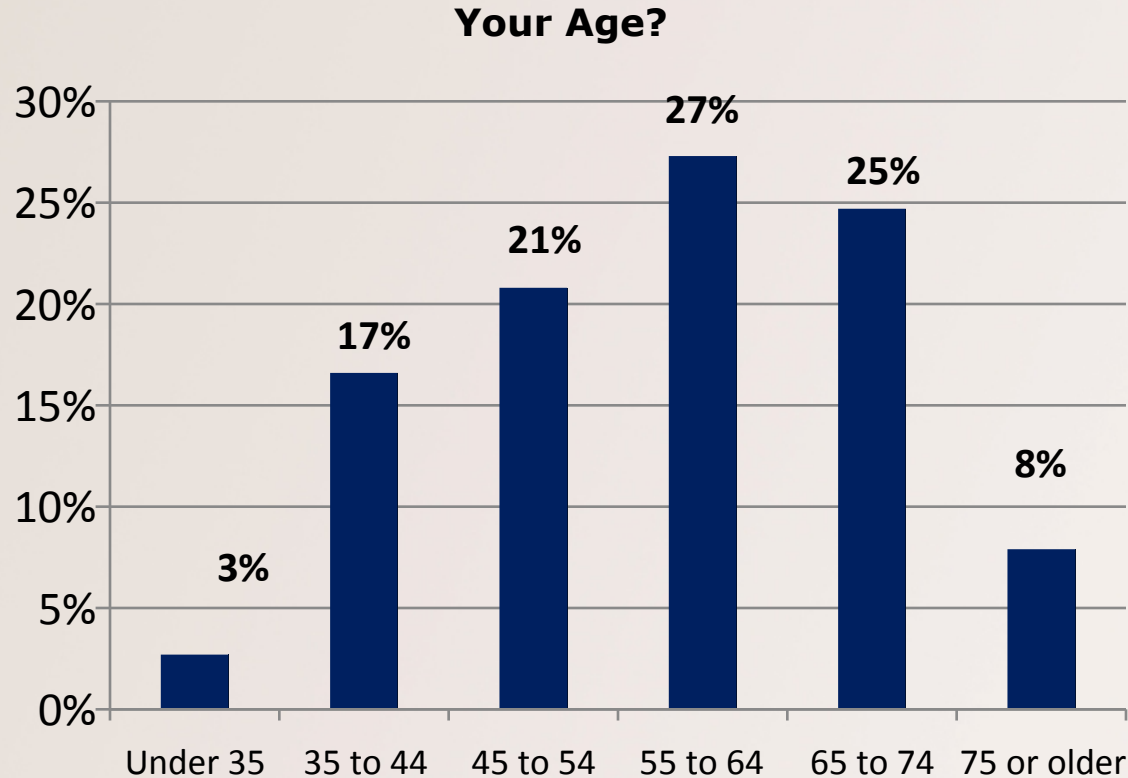
Demographics



Which of the following applies to the head of household?



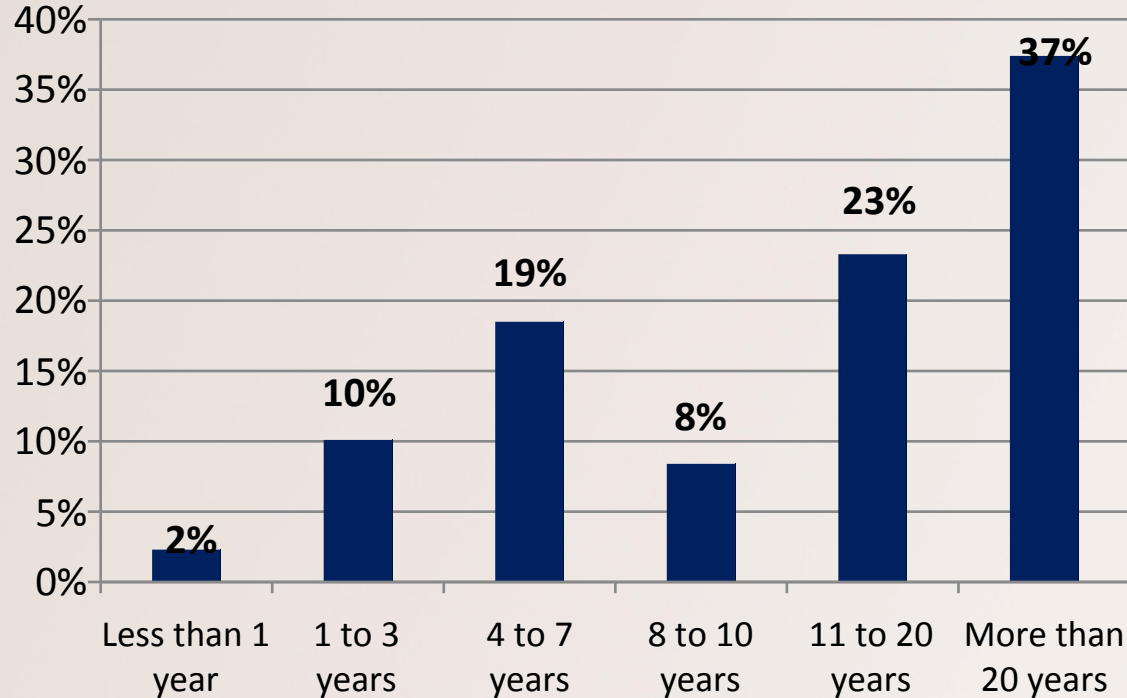
Demographics



Demographics



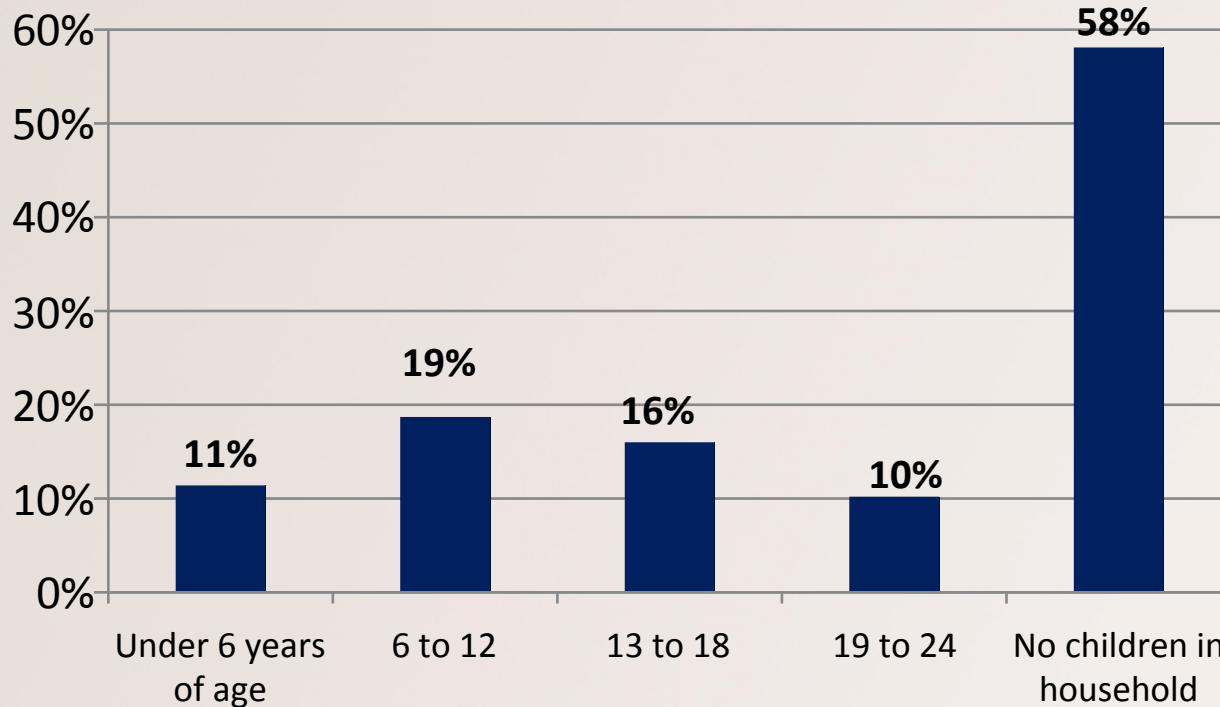
How long have you lived in Colleyville?



Demographics

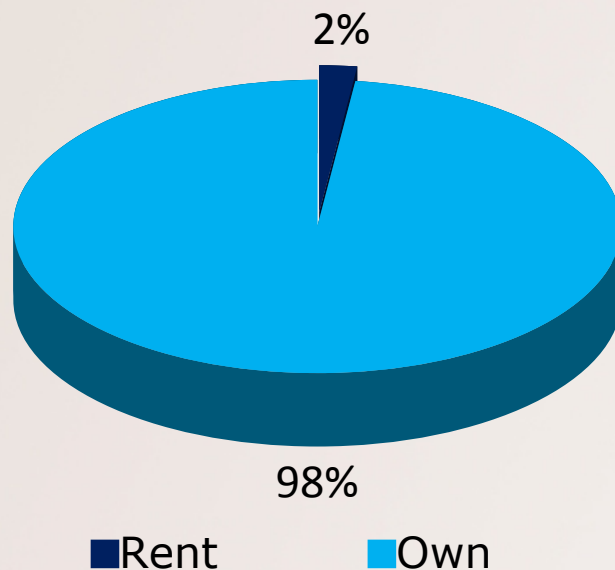


Which youth age groups are represented in your household?

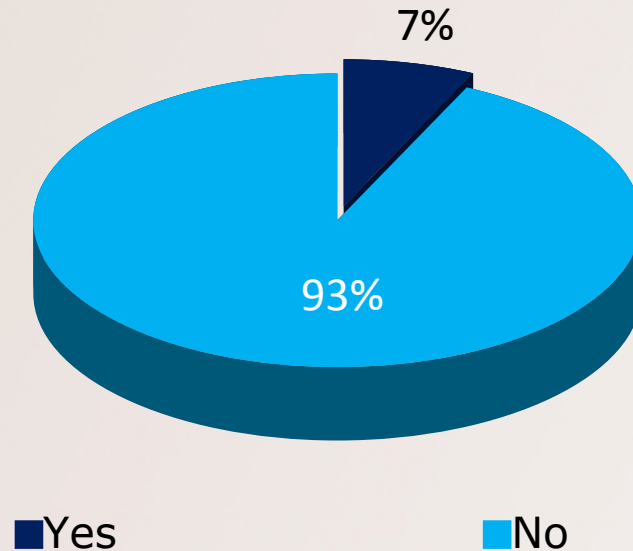


Responses will add to more than 100% due to multiple responses allowed

Do you own or rent your home?



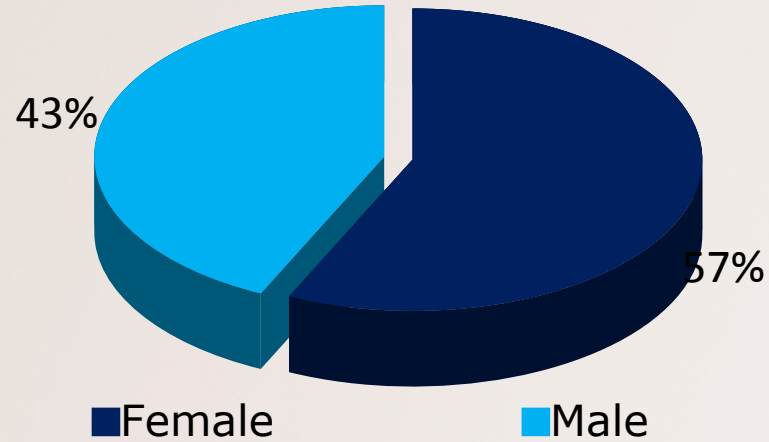
Do you have an older parent or relative living with you?



Demographics



Gender



Summary



SURVEY PARTICIPATION

- Approximately one in ten households participated in the survey, with online only participation.

COMMUNICATIONS

- The city e-news, water bill insert, city website, local newspapers and Facebook are the most utilized communication vehicles for city information.

QUALITY OF LIFE

- Satisfaction with quality of life remains very high (95% reporting very satisfied/satisfied).

CITY PERFORMANCE

- Satisfaction with city performance was highest for maintaining quality of life, welcoming citizen involvement, managing city funds, managing city funds and government transparency.

SATISFACTION WITH CITY SERVICES

- Citizens continued to be satisfied with City services, most noticeably (top 5); fire protection, emergency medical services, police, library programs and municipal court.

CITY EMPLOYEE INTERACTION

- City employees provide good customer service and satisfaction ratings have remained high.

Summary



ECONOMIC DEVELOPMENT

- The City should serve an active role regarding economic development. 91% indicated the City should be very or somewhat proactive in this effort.
- The role of economic development is to diversify the City's tax base. 77% agree with this statement.
- 71% are aware of the City's efforts and promotions to incentivize shopping locally.

COMMUNITY EVENTS

- 89% feel community events build a sense of community. Very satisfied and satisfied ratings were high (88% to 97%) for all community events except Farmers Market which scored 67% satisfaction (very satisfied/satisfied).

INFRASTRUCTURE REPLACEMENT

- 53% feel the city is providing the proper amount of road construction, while 24% feel there is not enough construction.
- Regarding road construction, 55% prefer shorter duration with greater frequency, while one-third prefer longer duration with less frequency.

PARKS AND RECREATION

- A growing number of citizens are interested in the City providing a multi-purpose recreation center.
- The two options with strongest preference are Comprehensive Option B and Renovation only.
- Other park amenities citizens would like to see added (top four) dog park, splash pad, pickleball and fitness equipment.

Where do we go from here?

Communicate

- Community
- Employees

Use results to inform decision making

- Budget requests
- Capital planning
- Focusing of efforts



City of Colleyville City Council Agenda Briefing

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

Agenda Number WS-2

Agenda Date 12/17/2019

Type Worksession

Department City Manager

Title

Discussion of park restroom designs and details

Explanation

This agenda item provides for presentation of the park restroom designs and details at the Nature Center, Reagan Park and City Park. The Nature Center and Reagan Park will include new construction of restrooms and City Park will include renovation of both restrooms. These projects were identified in the 2018 Parks, Recreation and Open Space Master Plan.

Attachments

1. Park Facility Presentation

COLLEYVILLE PARKS

Nature Center Park Restroom

Reagan Park Restroom

City Park Facility Renovations

City Council Presentation
December 17, 2019



COLLEYVILLE PARKS

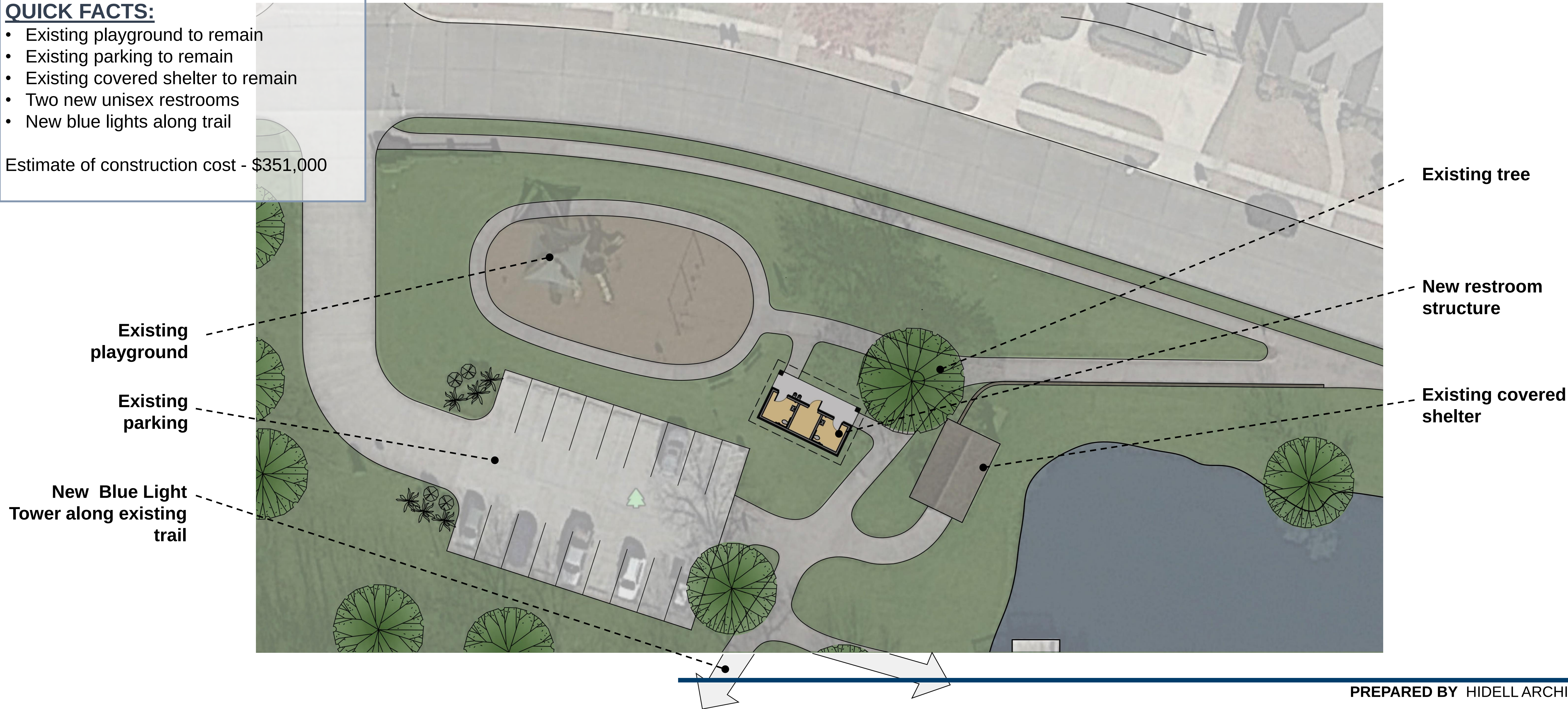
Nature Center Park Restroom

Project Scope

QUICK FACTS:

- Existing playground to remain
- Existing parking to remain
- Existing covered shelter to remain
- Two new unisex restrooms
- New blue lights along trail

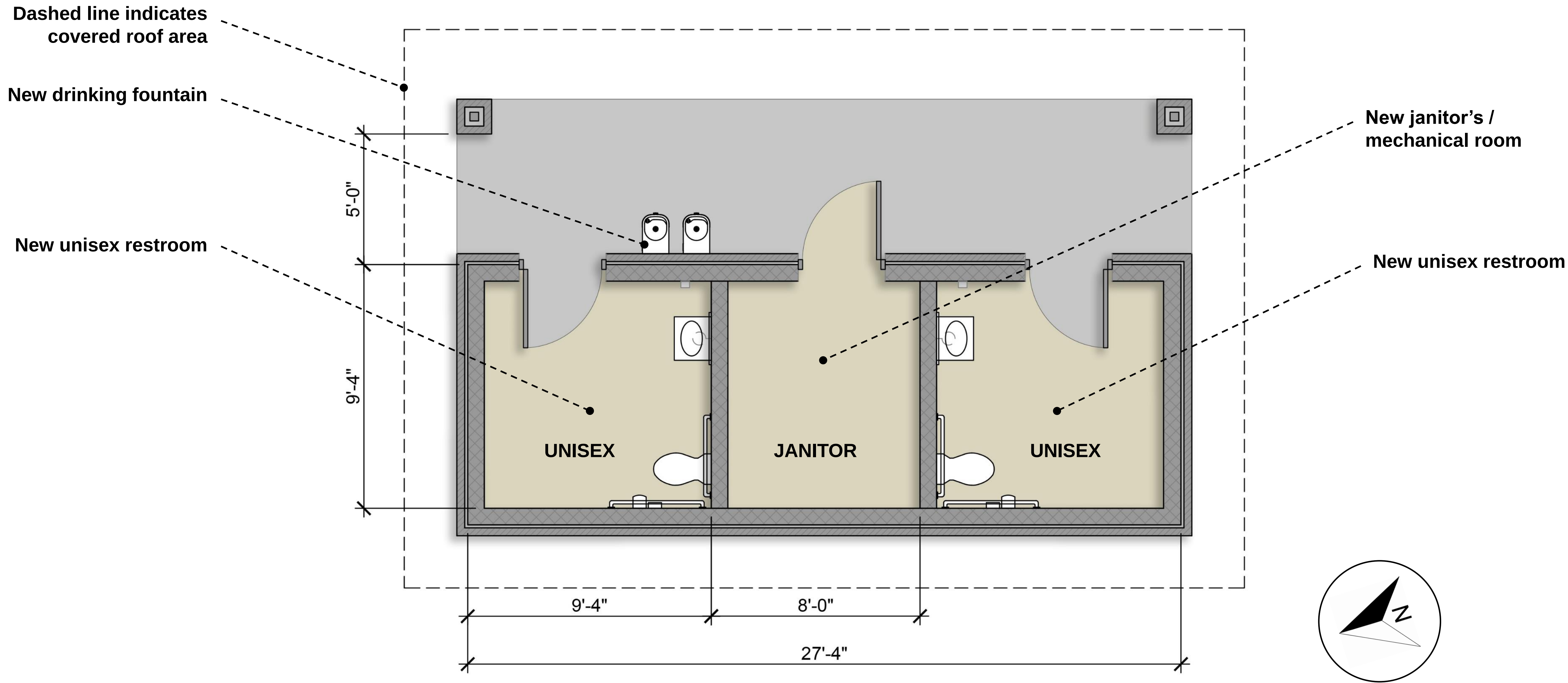
Estimate of construction cost - \$351,000



COLLEYVILLE PARKS

Nature Center Park Restroom

Preliminary Plan



COLLEYVILLE PARKS

Nature Center Park Restroom

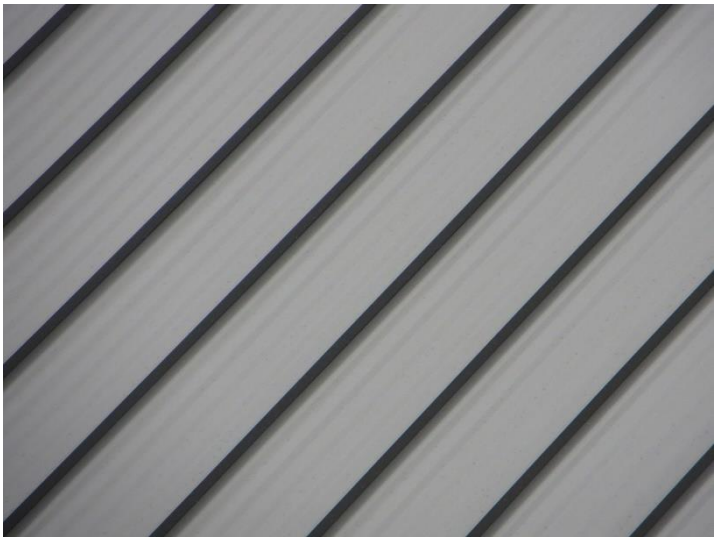
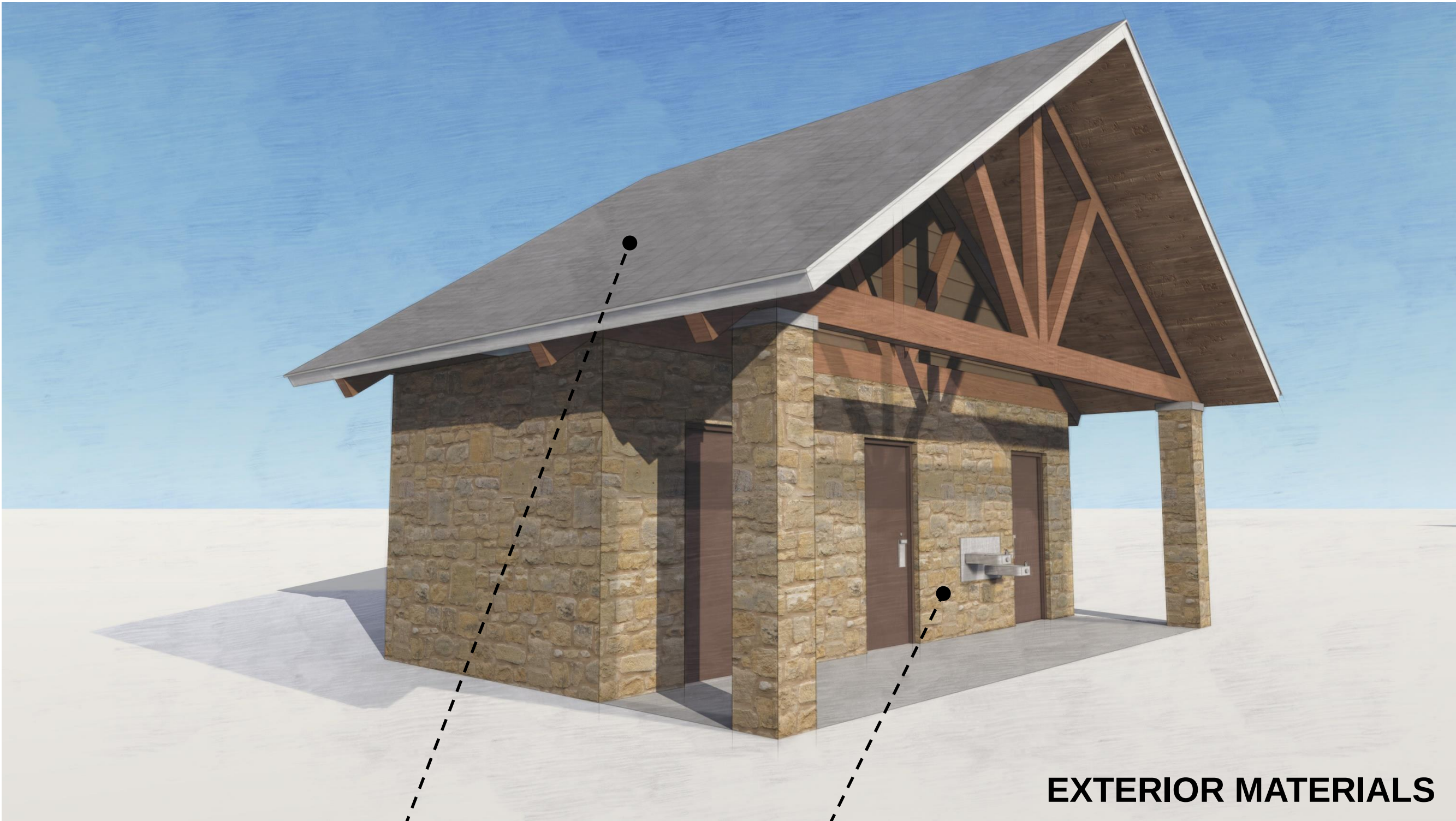
Concept Renderings



COLLEYVILLE PARKS

Reagan Park Restroom

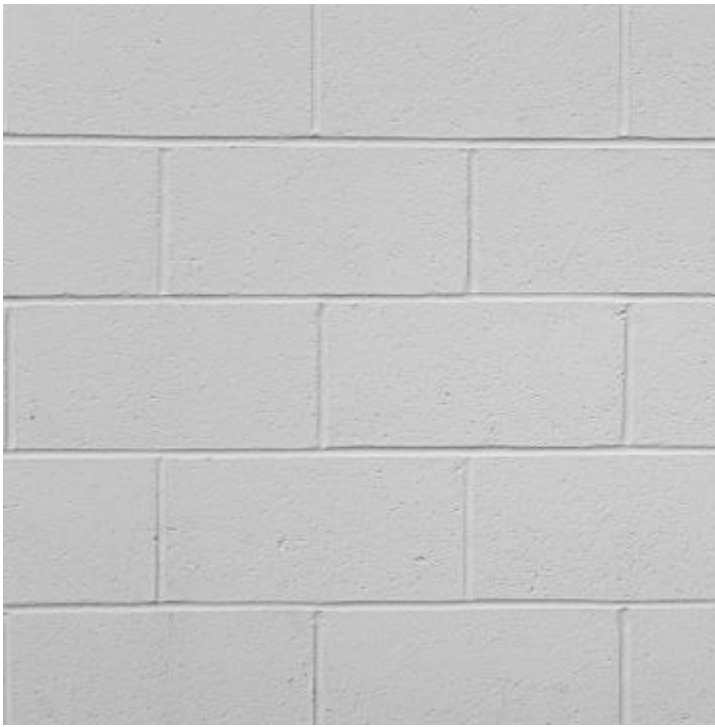
Material Finishes



Metal roof



Stone Veneer



Painted CMU



Sealed Concrete



COLLEYVILLE PARKS

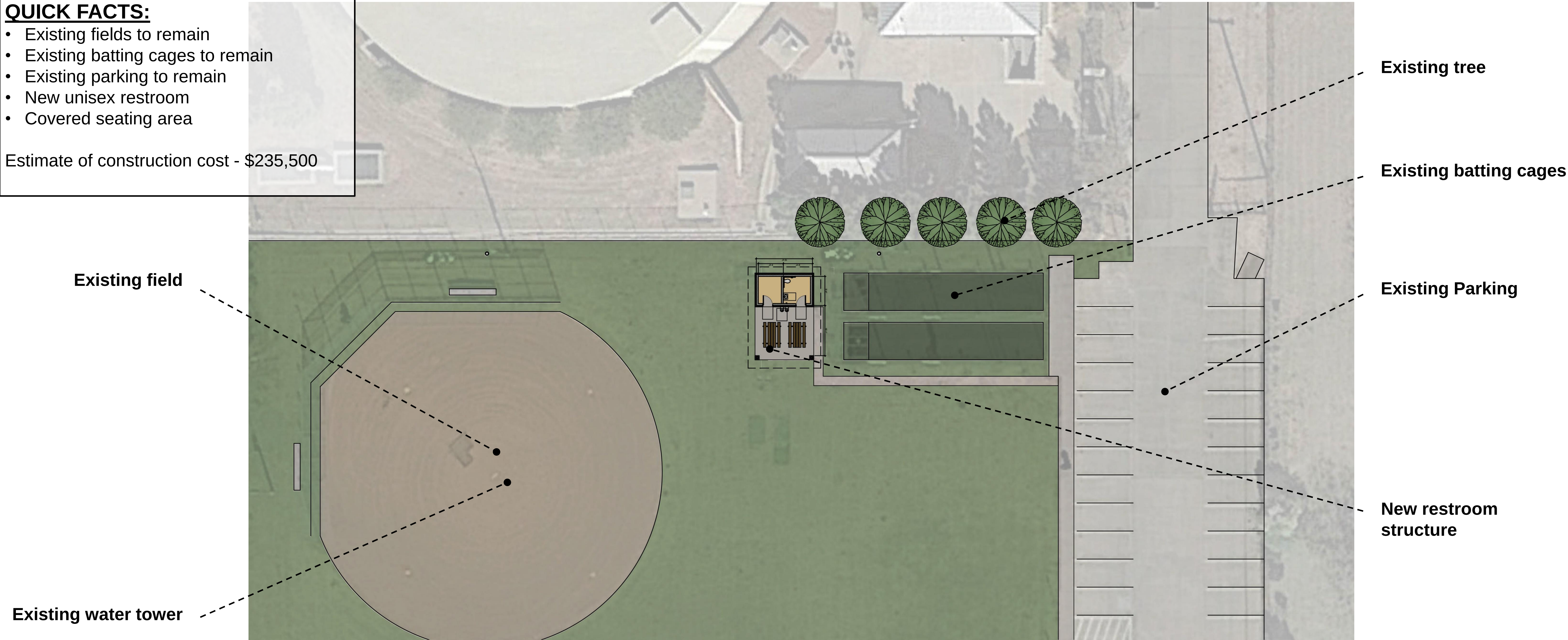
Reagan Park Restroom

Project Scope

QUICK FACTS:

- Existing fields to remain
- Existing batting cages to remain
- Existing parking to remain
- New unisex restroom
- Covered seating area

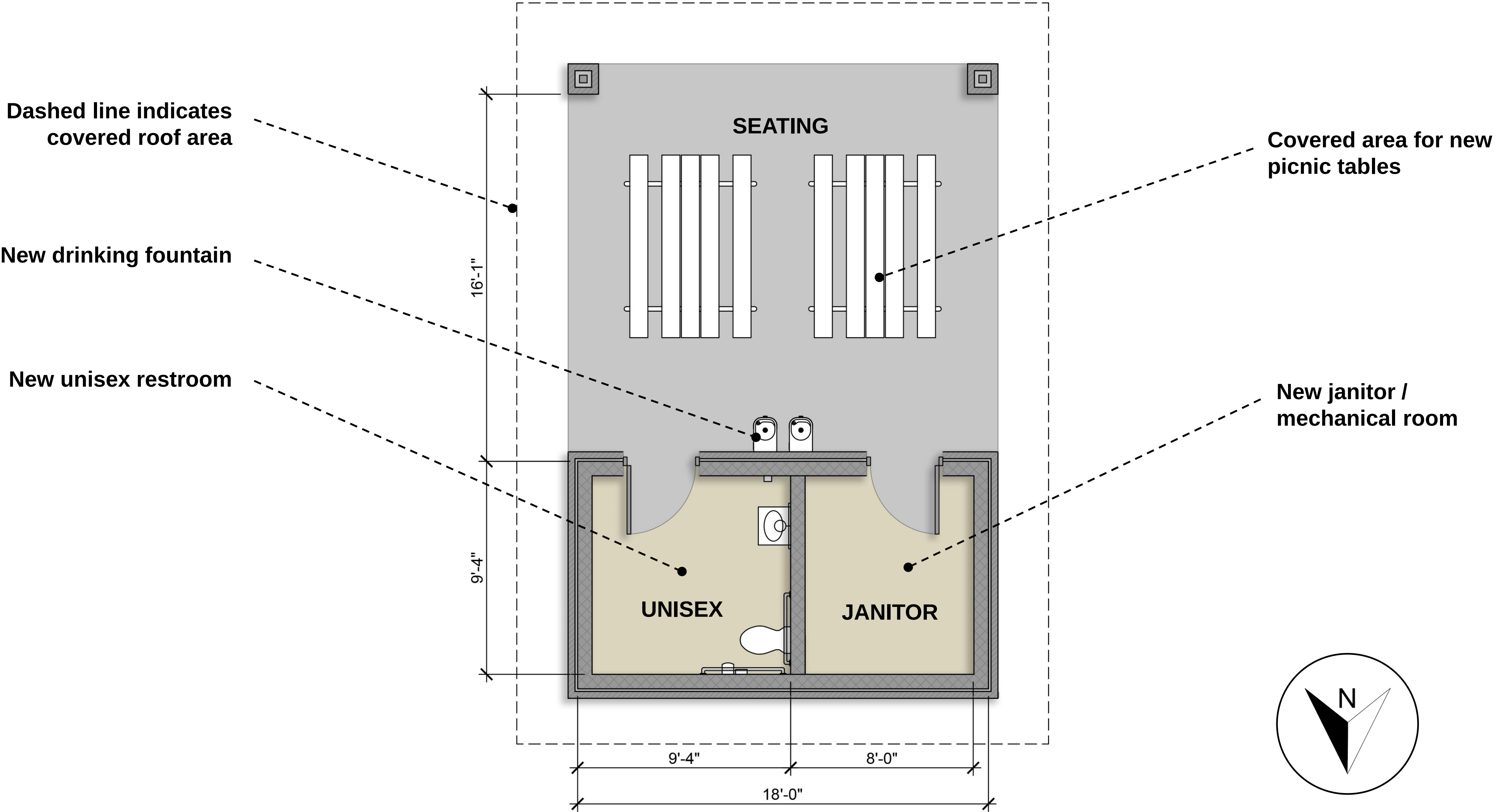
Estimate of construction cost - \$235,500



COLLEYVILLE PARKS

Reagan Park Restroom

Preliminary Plan



COLLEYVILLE PARKS

Reagan Park Restroom

Concept Renderings



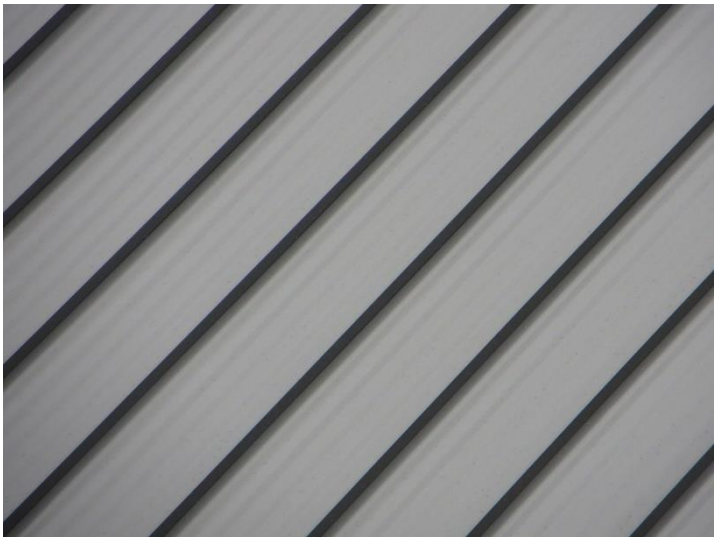
COLLEYVILLE PARKS

Reagan Park Restroom

Material Finishes



EXTERIOR MATERIALS



Metal roof



Stone Veneer



Painted CMU



Sealed Concrete



INTERIOR MATERIALS

COLLEYVILLE PARKS

City Park Facility Renovations

Project Scope

QUICK FACTS:

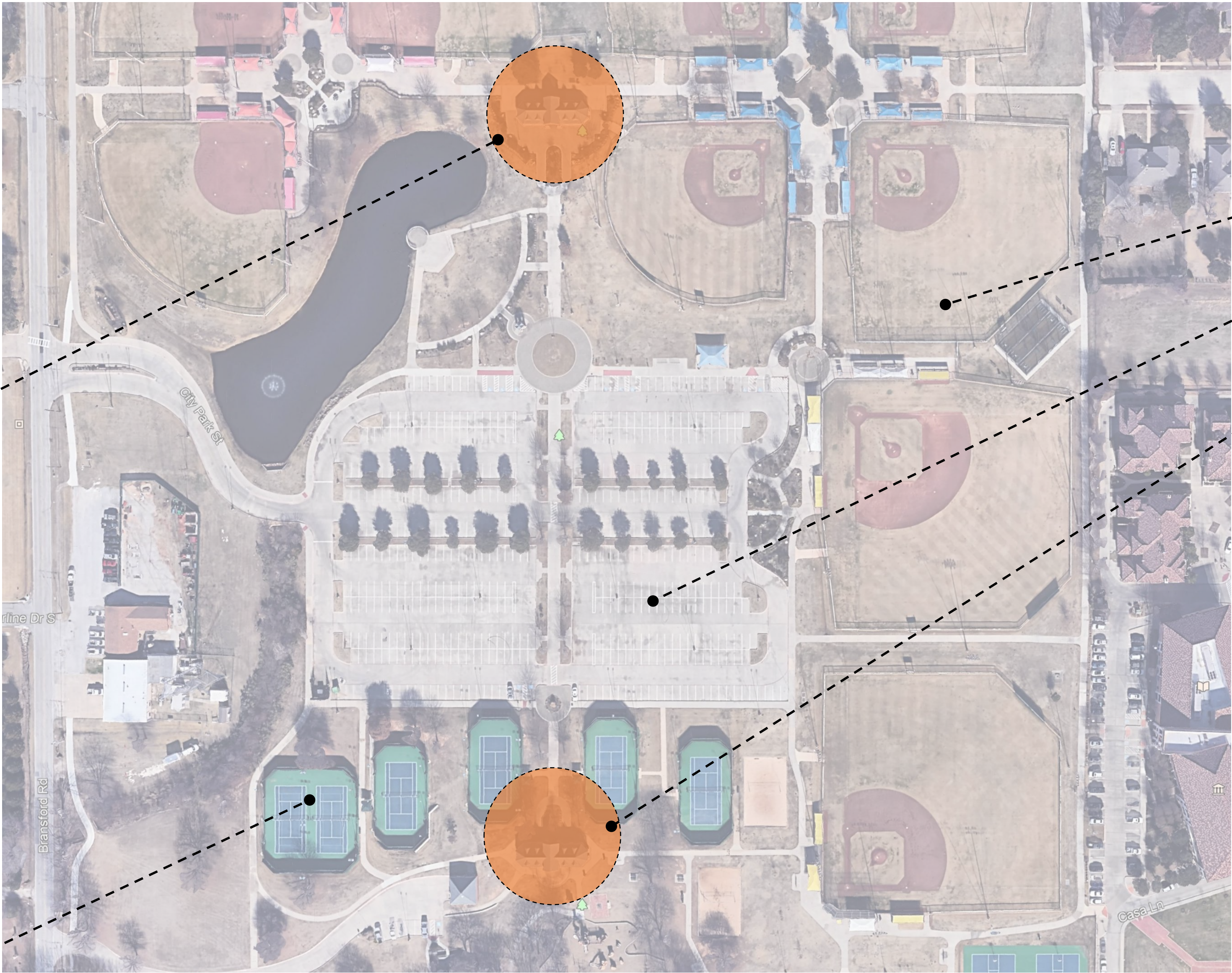
- New plumbing fixtures in restrooms
- Restrooms heated and cooled
- New tile on walls and floor
- New restroom doors
- Façade updates with new stone veneer

Estimate of construction cost - \$503,000

Existing Concession and Restroom building renovated



Existing tennis courts



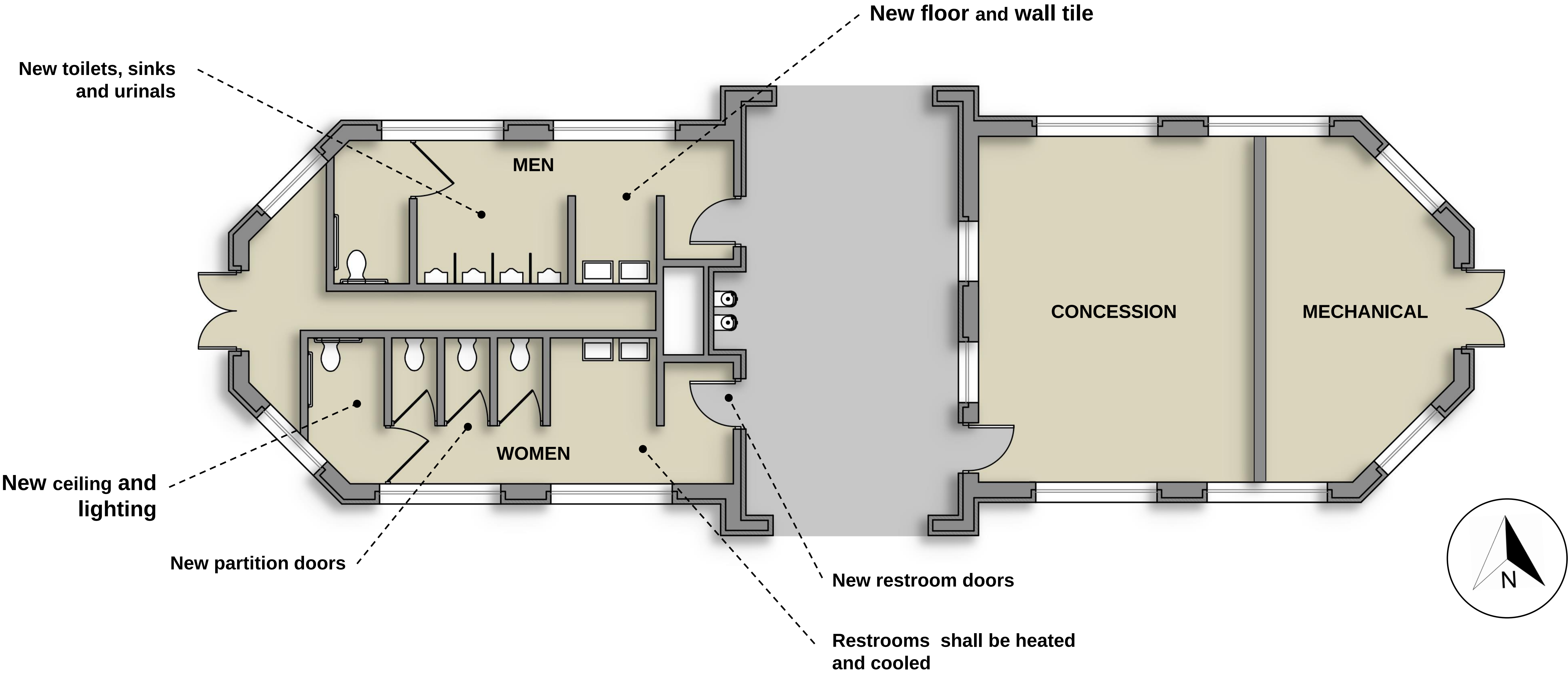
Existing Fields

Existing Parking

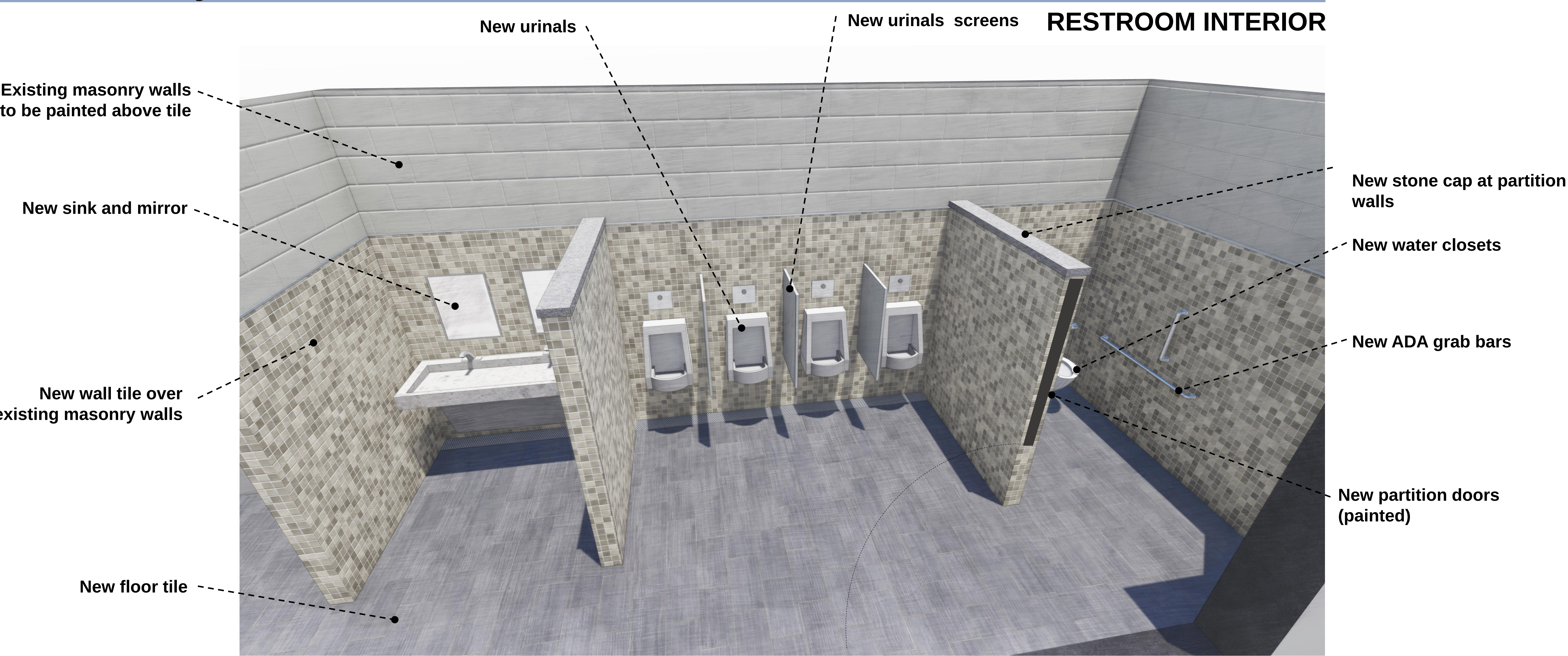
Existing Tennis Center restroom building renovated



Preliminary Plan Concession and Restroom Building



Preliminary Restroom Finishes



COLLEYVILLE PARKS

City Park Facility Renovations

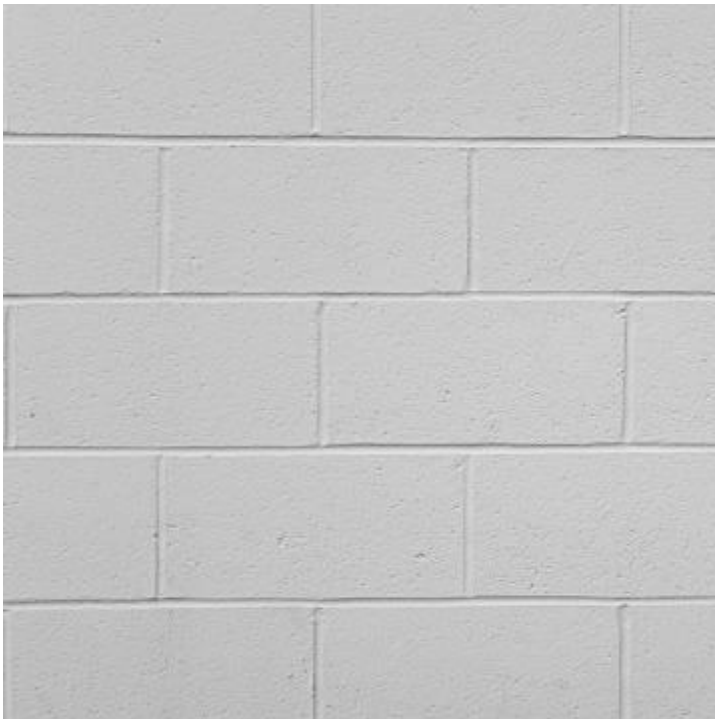
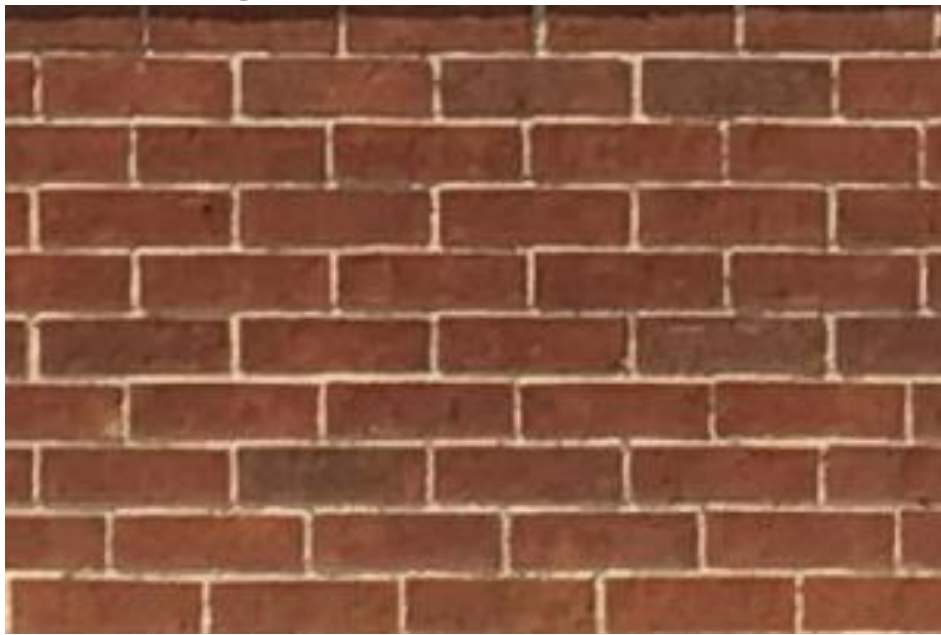
Material Finishes



New Stone Veneer



Existing Brick



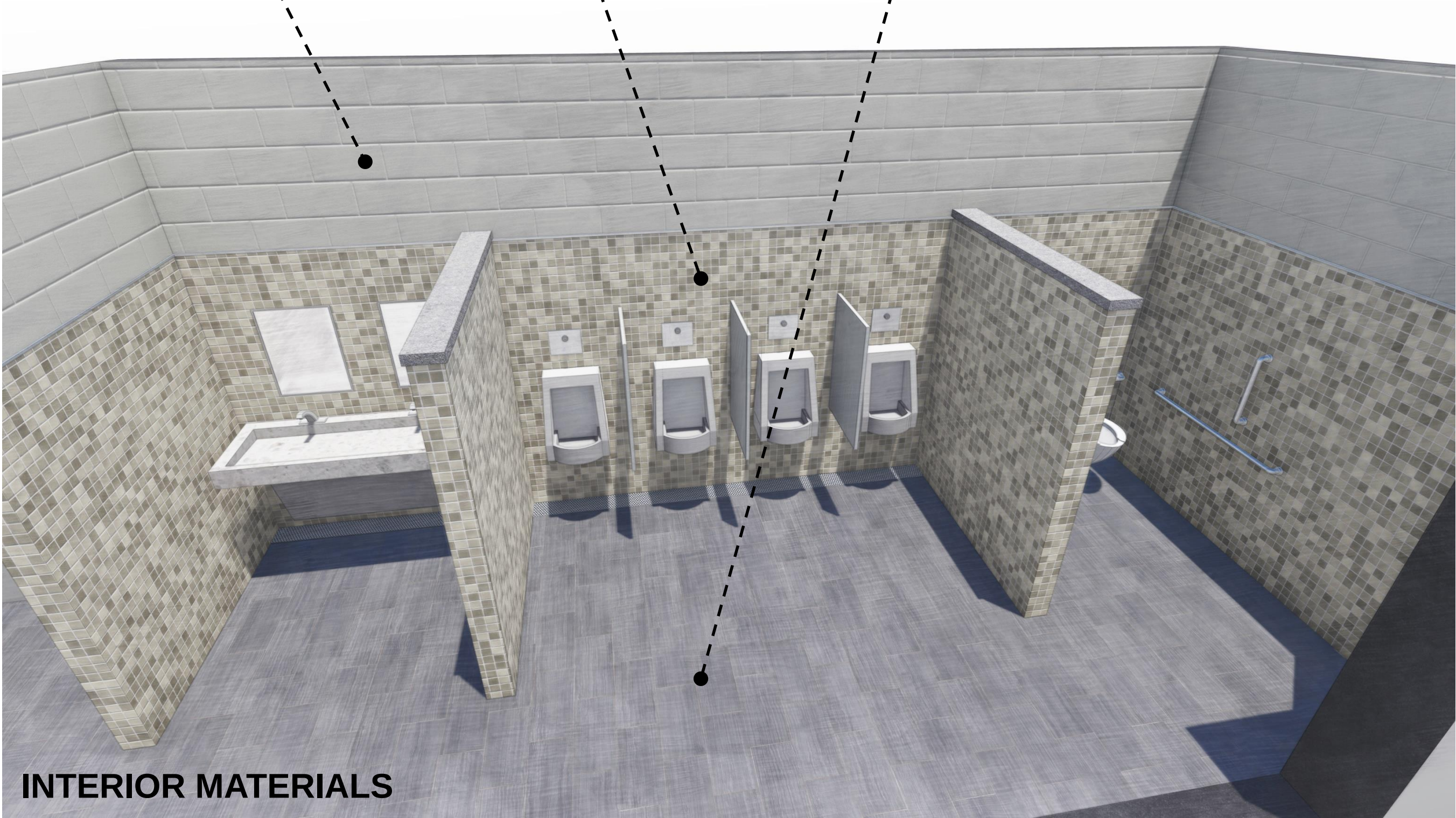
Painted CMU



Wall Tile



Floor Tile



COLLEYVILLE PARKS

City Park Facility Renovations

Concept Renderings

BALL FIELD AND CONCESSION BUILDING - OPTION A

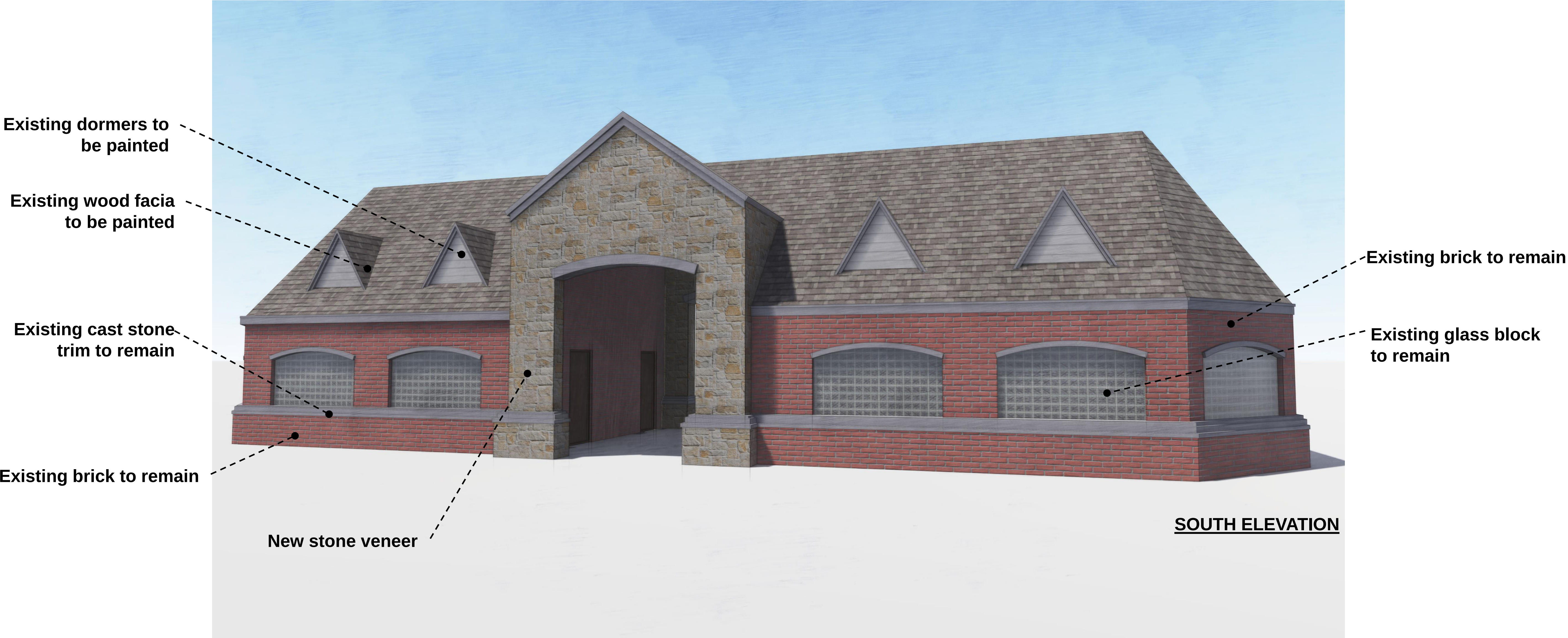


COLLEYVILLE PARKS

City Park Facility Renovations

Concept Renderings

BALL FIELD AND CONCESSION BUILDING - OPTION B



COLLEYVILLE PARKS

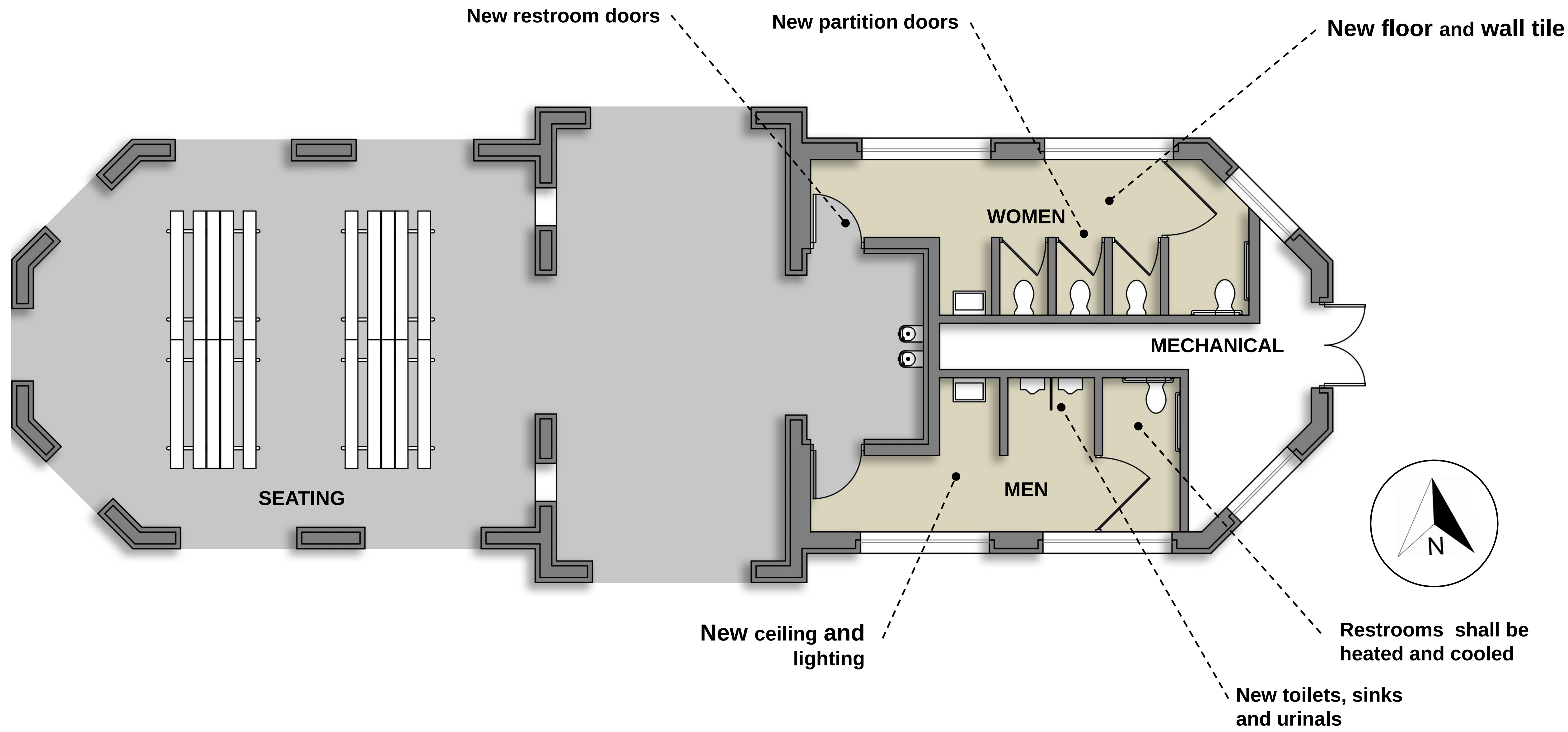
City Park Facility Renovations

Concept Renderings

BALL FIELD AND CONCESSION BUILDING - OPTION C



Preliminary Plan Tennis Center Restroom Building

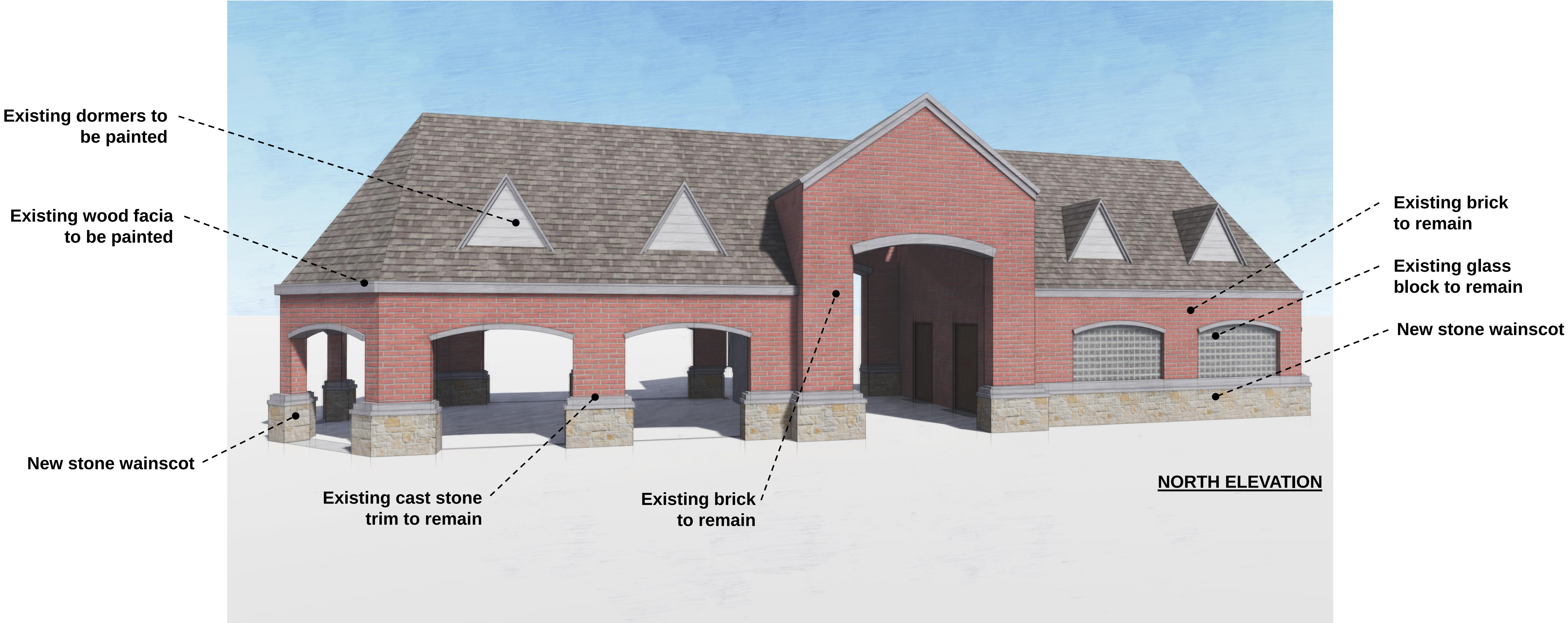


COLLEYVILLE PARKS

City Park Facility Renovations

Concept Renderings

TENNIS CENTER RESTROOM BUILDING - OPTION A

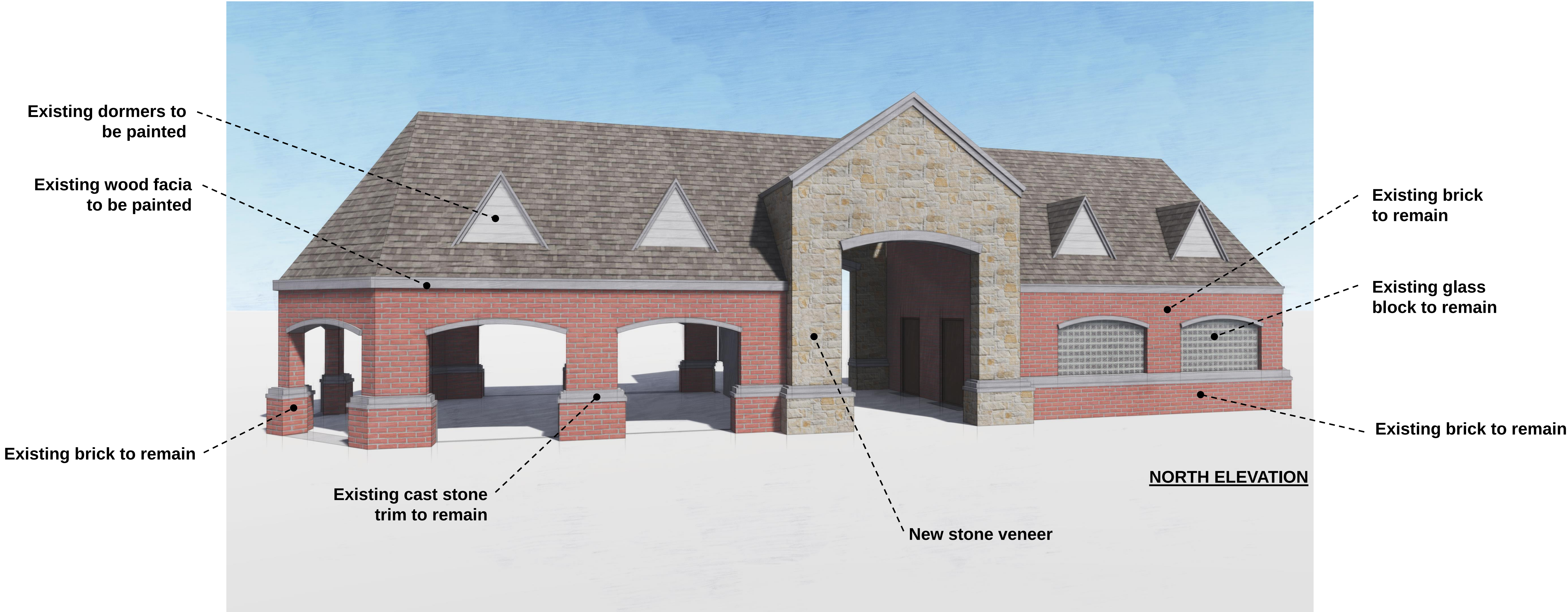


COLLEYVILLE PARKS

City Park Facility Renovations

Concept Renderings

TENNIS CENTER RESTROOM BUILDING - OPTION B

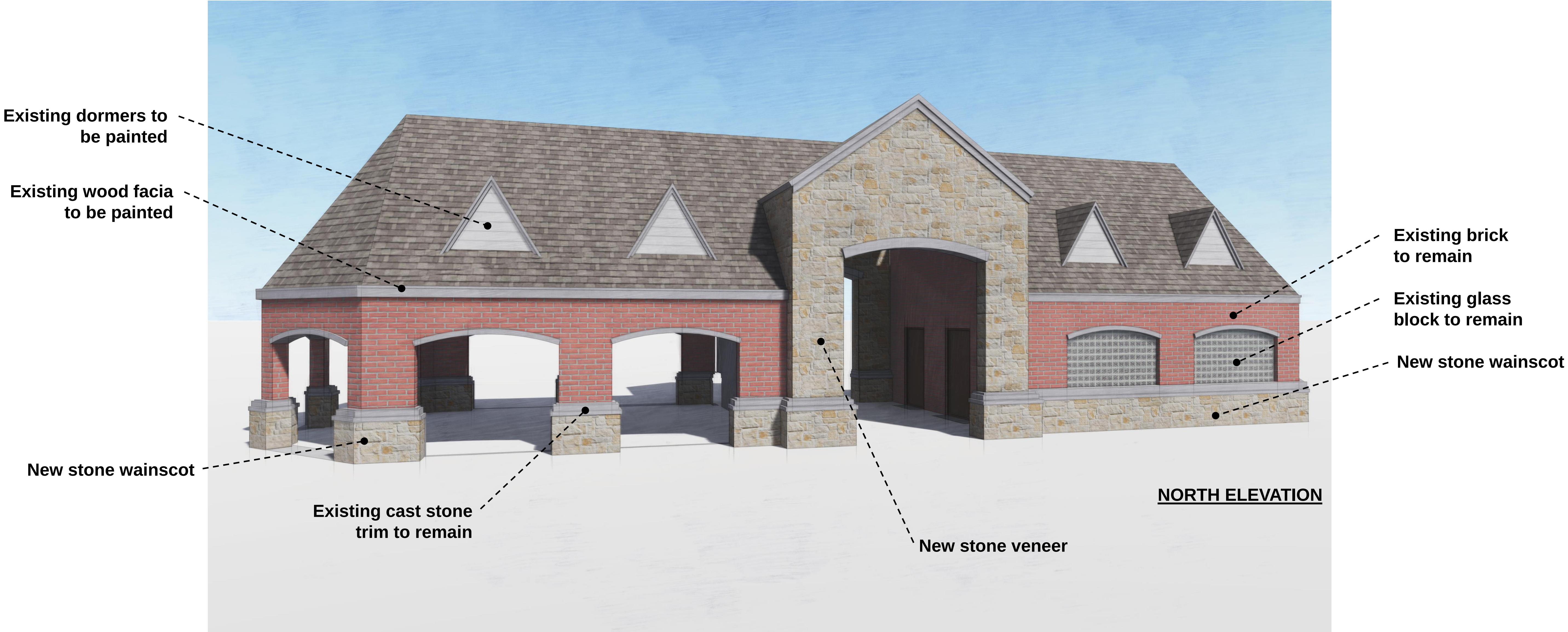


COLLEYVILLE PARKS

City Park Facility Renovations

Concept Renderings

TENNIS CENTER RESTROOM BUILDING - OPTION C



COLLEYVILLE PARKS

Nature Center Park Restroom

Reagan Park Restroom

City Park Facility Renovations

City Council Presentation
December 17, 2019





City of Colleyville City Council Agenda Briefing

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

Agenda Number WS-3
Type Worksession
Department Engineering

Agenda Date 12/17/2019

Title

Discussion of the McDonwell School Road and Westcoat Drive Intersection

Explanation

This agenda item will provide discussion of the construction timeline for the intersection improvements at McDonwell School Road and Westcoat Drive.

Currently, the timeline construction for the McDonwell School Road Roundabout is nine months. Staff would like to discuss an alternate timeline of three months.

Attachments

1. WS-3 Presentation Roundabout Construction

McDonwell School Road and Westcoat Drive Intersection Presentation and Discussion

**City Council Worksession
December 17, 2019**

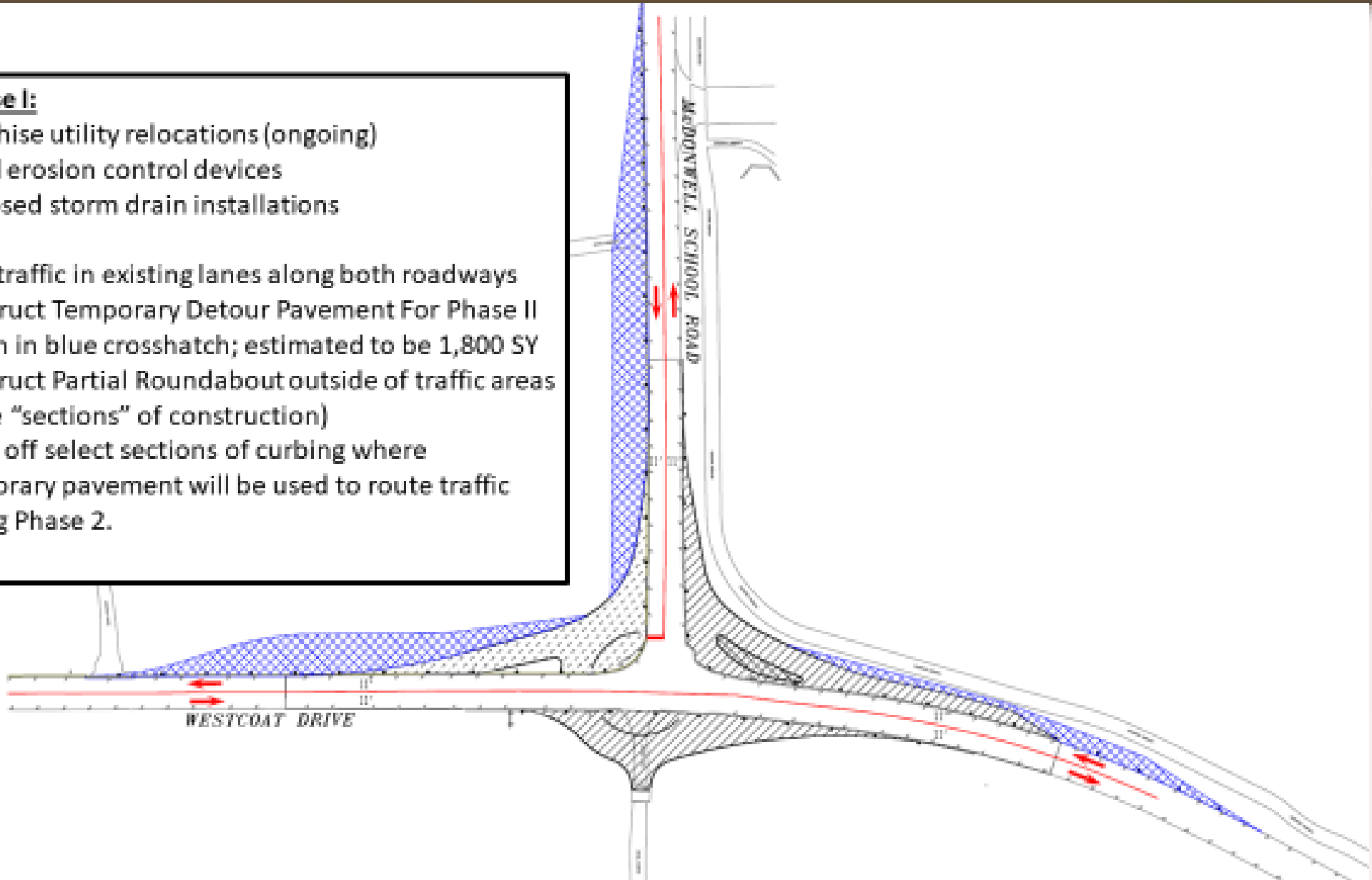
Phased Construction - Phase 1

Pre-Phase I:

- Franchise utility relocations (ongoing)
- Install erosion control devices
- Proposed storm drain installations

Phase I:

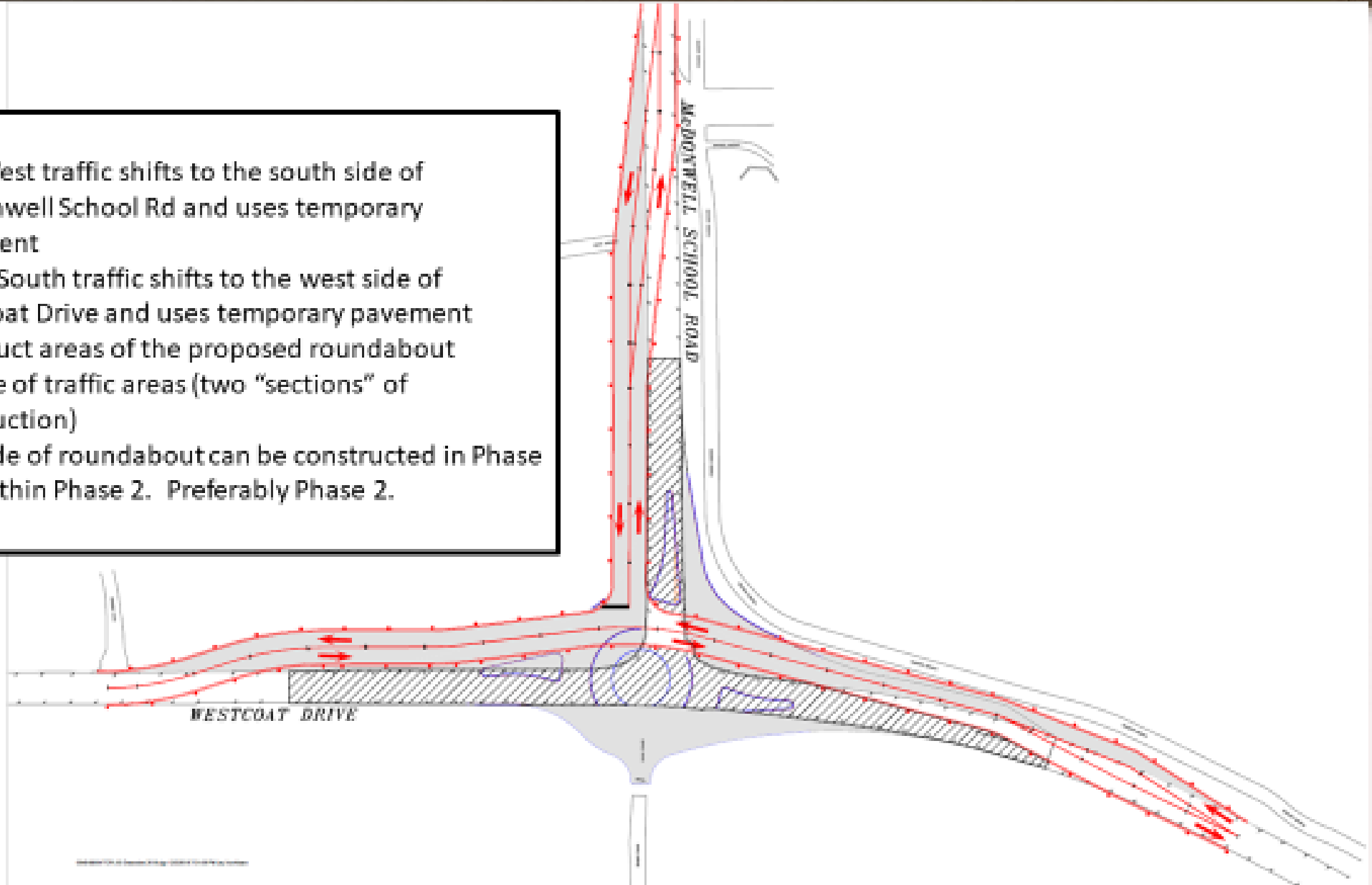
- Keep traffic in existing lanes along both roadways
- Construct Temporary Detour Pavement For Phase II shown in blue crosshatch; estimated to be 1,800 SY
- Construct Partial Roundabout outside of traffic areas (three "sections" of construction)
- Leave off select sections of curbing where temporary pavement will be used to route traffic during Phase 2.



Phased Construction – Phase 2

Phase 2:

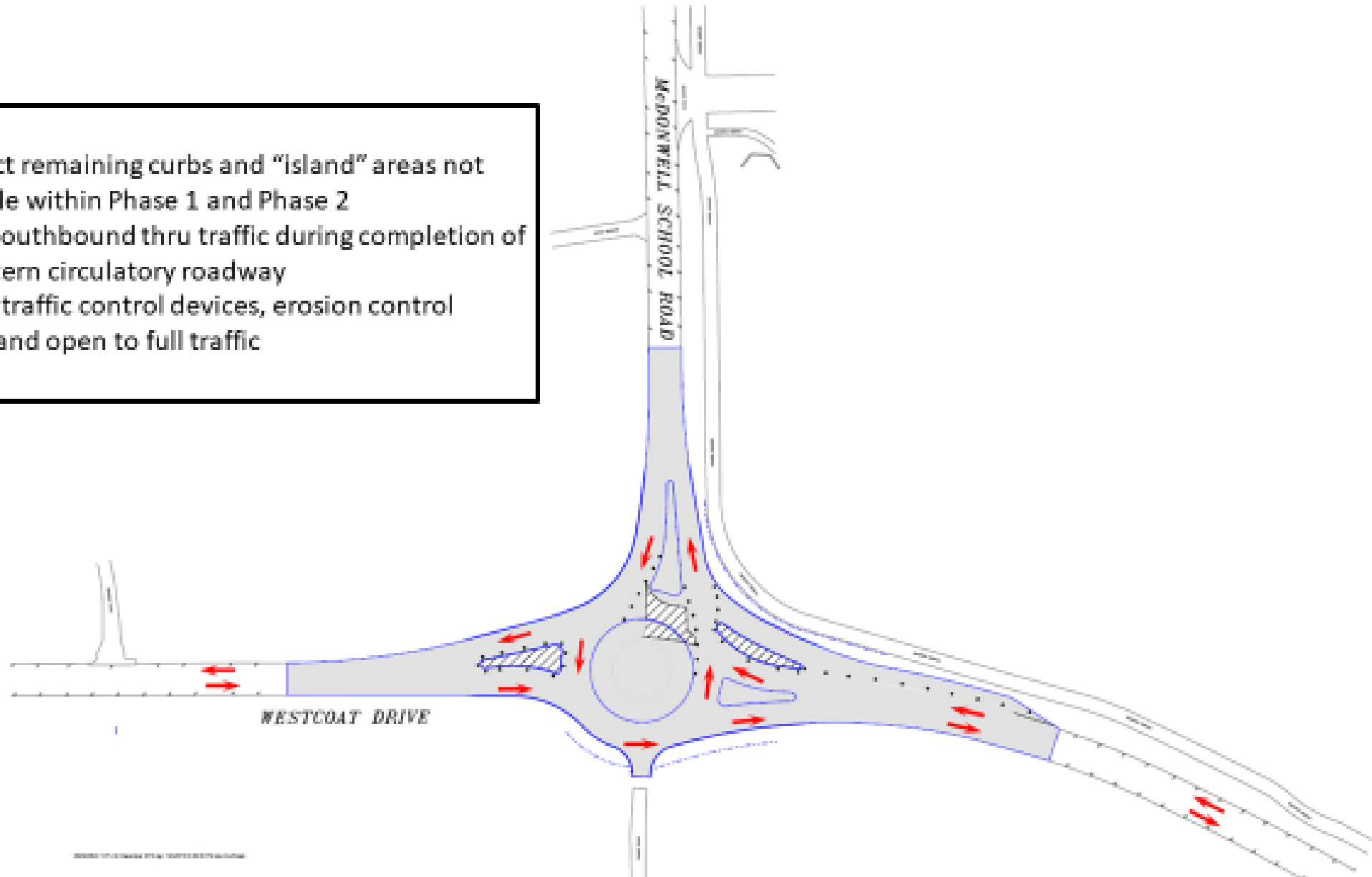
- East-West traffic shifts to the south side of McDonnell School Rd and uses temporary pavement
- North-South traffic shifts to the west side of Westcoat Drive and uses temporary pavement
- Construct areas of the proposed roundabout outside of traffic areas (two “sections” of construction)
- East side of roundabout can be constructed in Phase 1 or within Phase 2. Preferably Phase 2.



Phased Construction – Phase 3

Phase 3:

- Construct remaining curbs and “island” areas not accessible within Phase 1 and Phase 2
- Detour southbound thru traffic during completion of the western circulatory roadway
- Remove traffic control devices, erosion control devices and open to full traffic



Closure Alternative



Time Reduction of Alternative:

- Phased construction under Traffic - 270 calendar Days, (9 Months)
- Construction under Closure - 90 calendar Days, (3 Months)

Cost Reduction:

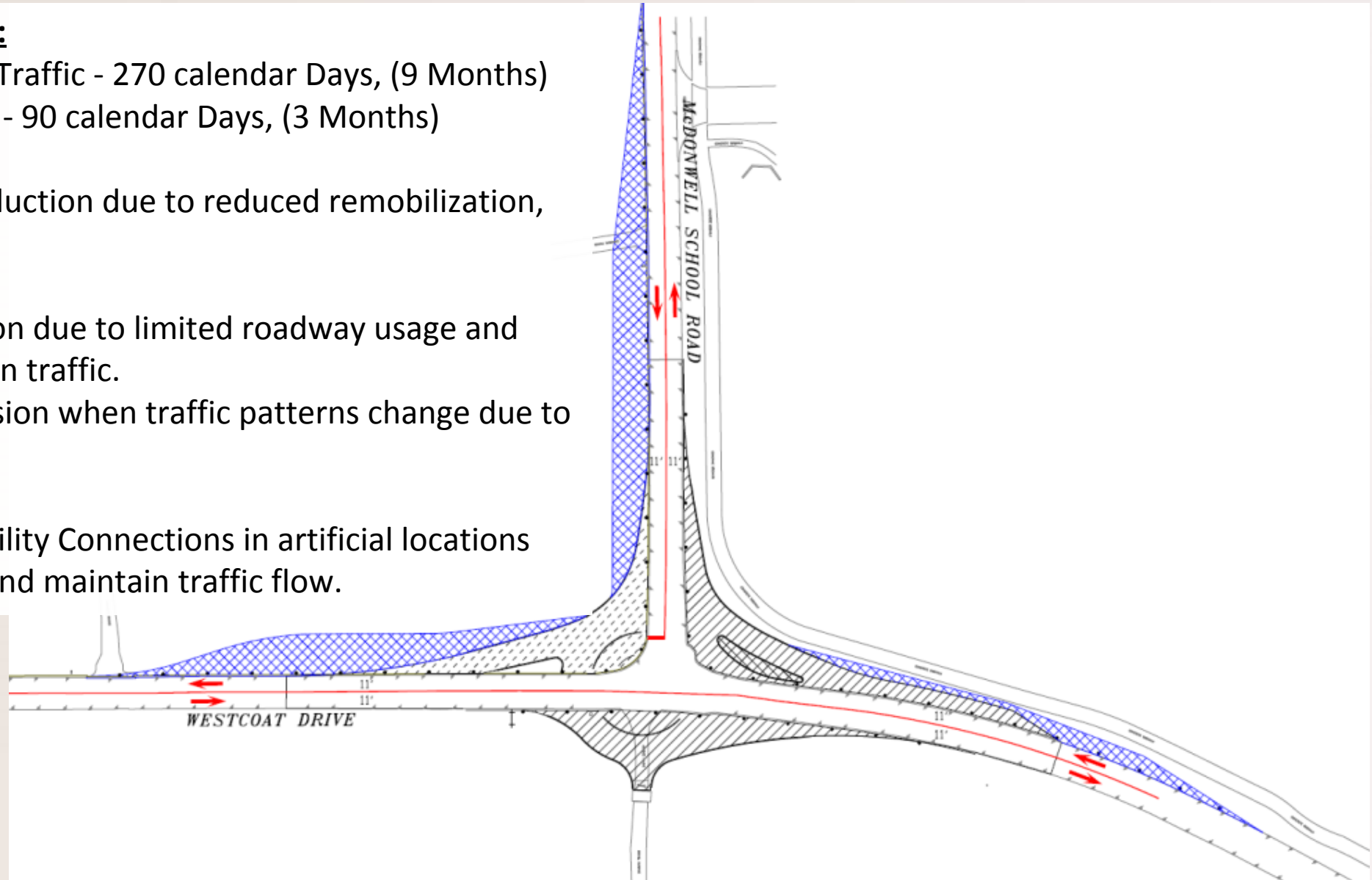
- Approximately 20% cost reduction due to reduced remobilization, approximately \$200,000.

Safety Impact:

- Closure decreases congestion due to limited roadway usage and interaction with construction traffic.
- Decreases motorist's confusion when traffic patterns change due to phasing implementation.

Product Quality:

- No Pavement Joints and Utility Connections in artificial locations due to phasing limitations and maintain traffic flow.

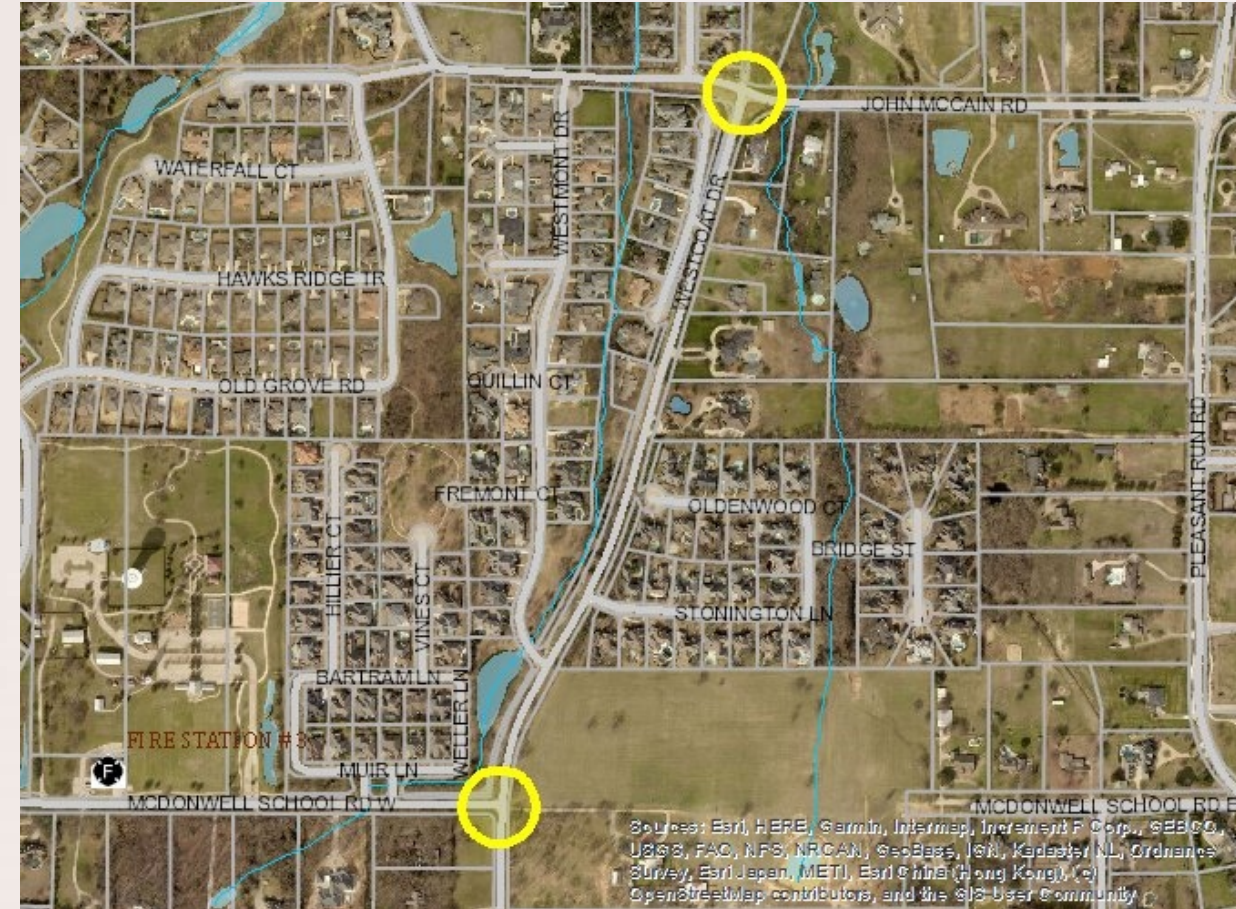


Detour Routing & Adjacent Projects



John McCain Road & Westcoat Drive

- Project Design underway for a Mini Roundabout at John McCain Rd. and West Coat Dr.
- Scheduling of Construction Method of this Roundabout will be discussed as plans are developed. This will be presented at a future City Council Work Session. Currently the Engineer Firm has a two month construction schedule.



Estimated Schedule



Below is the tentative construction schedule for both options...

Phased Option 270 days (9 months)

- Advertising and Bidding – February 2020 to March 2020
- Award Design Contract – April 2020
- Construction – May 2020 to January 2021

Full-Closure Option 90 days (3 months)

- Advertising and Bidding – February 2020 to March 2020
- Award Design Contract – April 2020
- Construction – May 2020 to August 2020

Questions & Discussion



City of Colleyville City Council Agenda Briefing

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

Agenda Number WS-4
Type Worksession
Department Engineering

Agenda Date 12/17/2019

Title

Discussion of the Roberts Road Rehabilitation Project right turn lanes

Explanation

During the City Council Worksession on August 20, 2019, staff was directed to perform a traffic study at the intersection of Roberts Road and Glade Road. The intent of the traffic study was to verify the need of a westbound right turn lane (on Glade Road), feeding northbound onto Roberts Road.

Based on the traffic study performed and the criteria established by TxDOT, a westbound right turn lane is warranted. Approximately 1,820 square feet of Right of Way will need to be acquired. Additional construction components (approximately 205 feet of 1.5'-2' in height retaining wall(s), new driveway, removal of six parking stalls, landscaping, etc.) will be required to accommodate this turn lane.

Additionally, a traffic study was performed at this intersection in 2015 regarding site visibility concerns. In the study, it was noted that there was a sight distance conflict at this intersection regarding the two left-turn pockets on Glade Road. The conflict is considered a negative offset. A negative offset is when the right edge of the opposing left-turn is to the left of the left edge of the left-turn. Based on the traffic study, it was recommended to remove the existing raised median(s) adjacent to the left turn lanes on Glade Road to improve sight distance visibility for the left turn movements.

Attachments

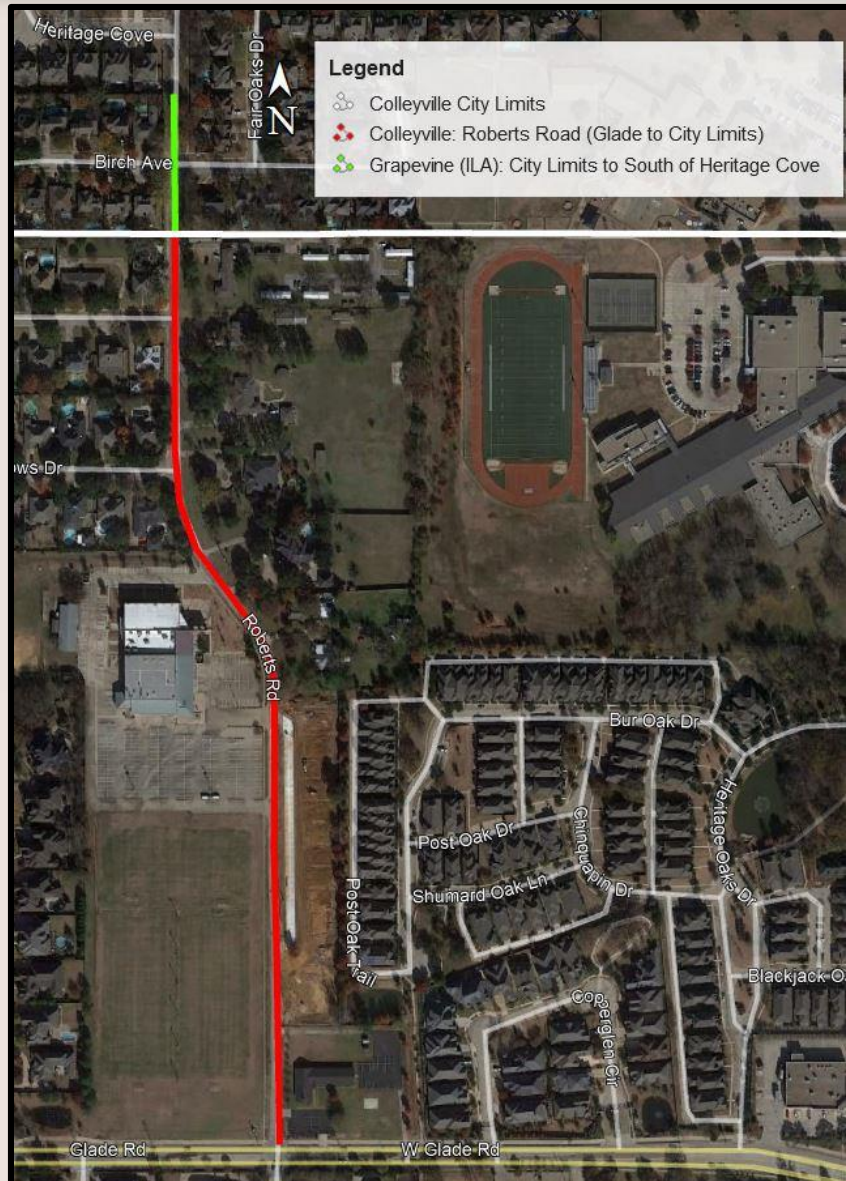
1. Roberts Road Worksession Presentation

Roberts Road Presentation and Discussion

City Council Worksession

December 17, 2019

WS-4 Roberts Road



Project Information

- Roberts Road is identified in the 2015 Master Thoroughfare Plan as a Minor Collector. This project will include:
 - Full reconstruction and minimal widening of Roberts Road from Glade Road going north to the Colleyville City Limit.
 - Curb and gutter along the entire east portion of the roadway, as well as some areas along the west portion. The entire roadway will be curb and gutter.
 - Southbound Right turn lane (on Roberts Road feeding westbound onto Glade Road).
 - Potential westbound right turn lane (on Glade Road feeding northbound onto Roberts Road).
 - Interlocal agreement (ILA) with the City of Grapevine to incorporate an emergency interconnect water meter. As a part of the ILA, with the emergency interconnect, the two-lane undivided roadway construction would continue into the City of Grapevine limits, south of the Heritage Cove intersection.

Project Staff

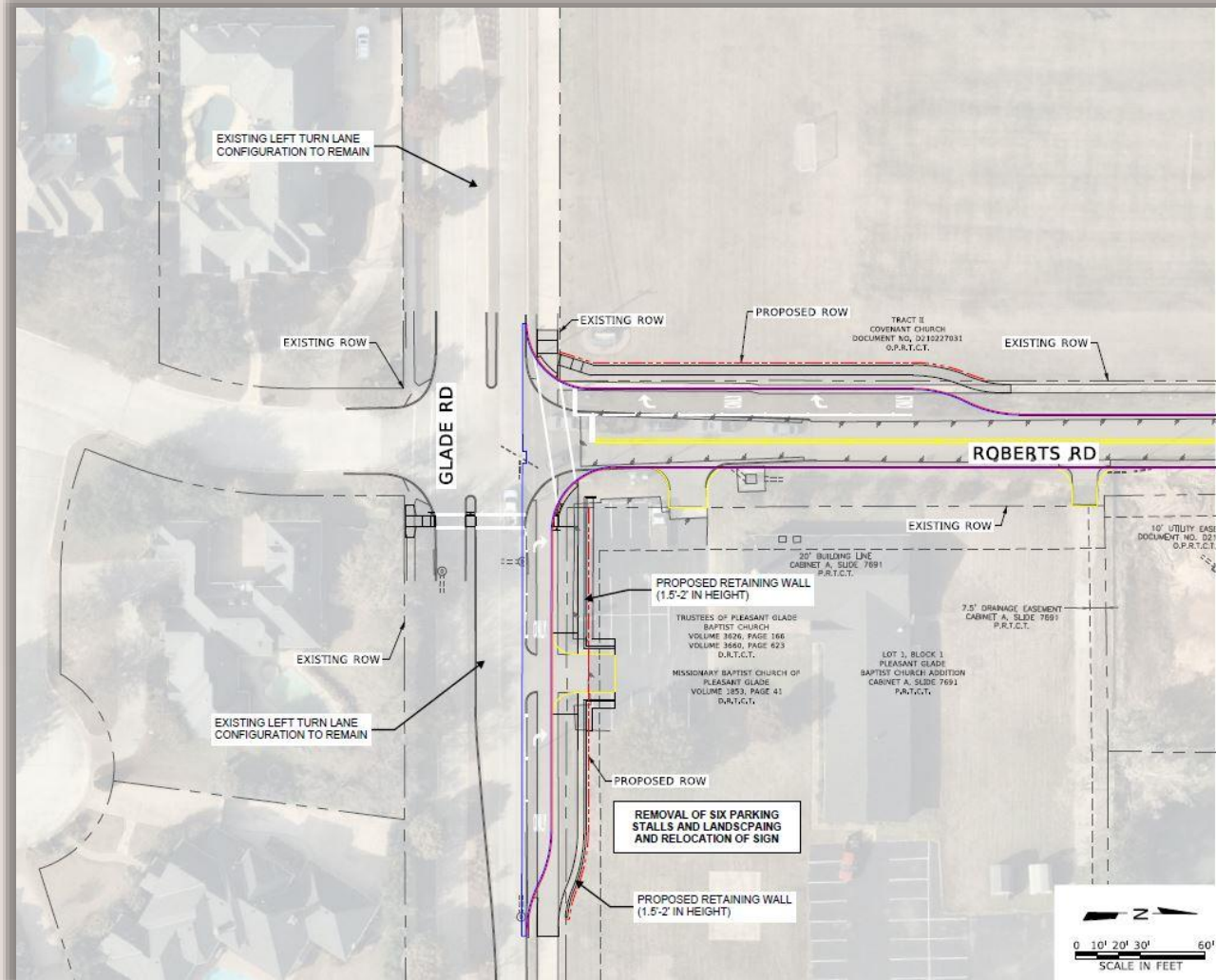
- 30% Design submittal for Roberts Road from Glade to the Colleyville City Limit has been reviewed by City Staff and is back with the design consultant.
- City Staff is working with City of Grapevine to produce the Interlocal Agreement.

WS-4 Roberts Road Turn Lane(s)

- During the City Council Worksession on August 20, 2019, staff was directed to perform a traffic study at the intersection of Roberts Road and Glade Road. The intent of the traffic study was to verify the need of a westbound right turn lane (on Glade Road), feeding northbound onto Roberts Road.
- Based on the traffic study performed and the criteria established by TxDOT, a westbound right turn lane is warranted.



WS-4 Roberts Road Turn Lane(s)



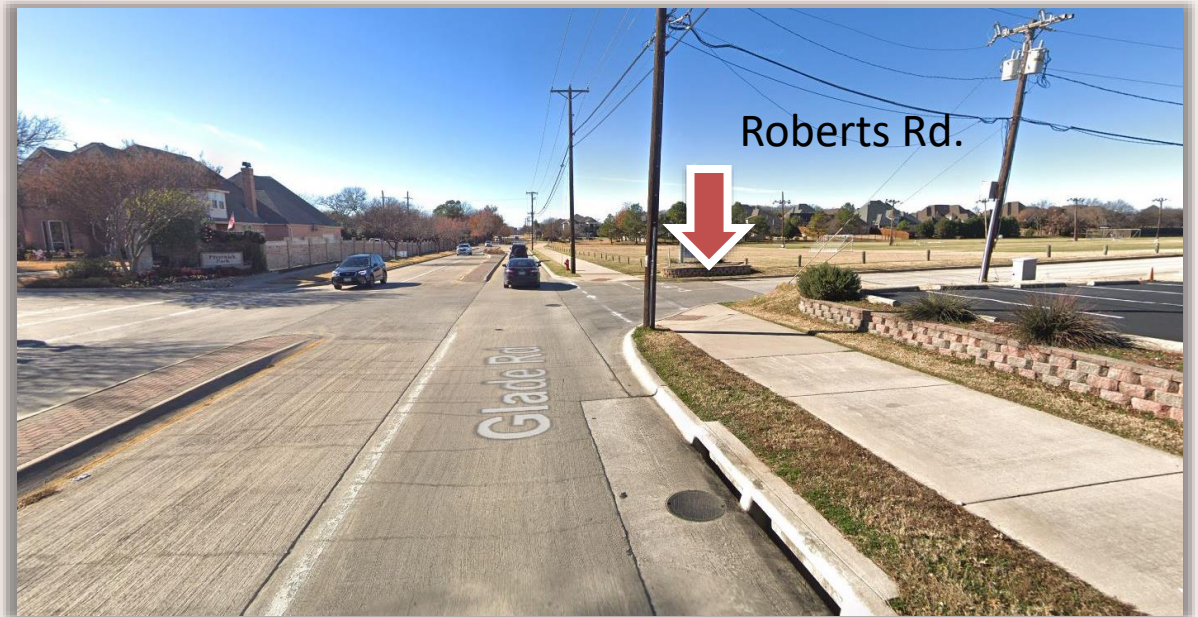
- As a part of the westbound turn lane (on Glade Road feeding northbound onto Roberts Road), approximately 1,820 ± square feet of Right of Way will need to be acquired. Additional construction components (approximately 205 ± feet of 1.5'-2' in height retaining wall(s), new driveway, removal of six parking stalls, landscaping, etc.) will be required to accommodate this turn lane.
 - The turn lane is recommended to have a minimum storage length of 140 feet, with an additional 50-foot taper.
- As a part of the southbound turn lane (on Roberts Road feeding westbound onto Glade Road), approximately 1,790 ± square feet of Right of Way will need to be acquired.
 - The turn lane is recommended to be a minimum of 200 feet long; consisting of 100-foot storage lane, 50 feet for extra storage/maneuvering, and an additional 50-foot taper.
- Additionally, a cross-walk connecting the neighborhoods from the South to the ball fields has been incorporated to the design.
 - The closest access for a cross-walk is currently at the Heritage Avenue and Glade Road intersection.

WS-4 Roberts Road Turn Lane(s)

- A traffic study was performed in September 2015 at this intersection regarding site visibility concerns.
- It was noted that there was a sight distance conflict at this intersection regarding the two left-turn pockets on Glade Road.
- The conflict is considered a negative offset. A negative offset is when the right edge of the opposing left-turn is to the left of the left edge of the left-turn.
- Based on that traffic study, it was recommended to remove the existing raised median(s) adjacent to the left turn lanes on Glade Road to improve sight distance visibility for the left turn movements.



On Glade: Looking East (towards Heritage Ave.)

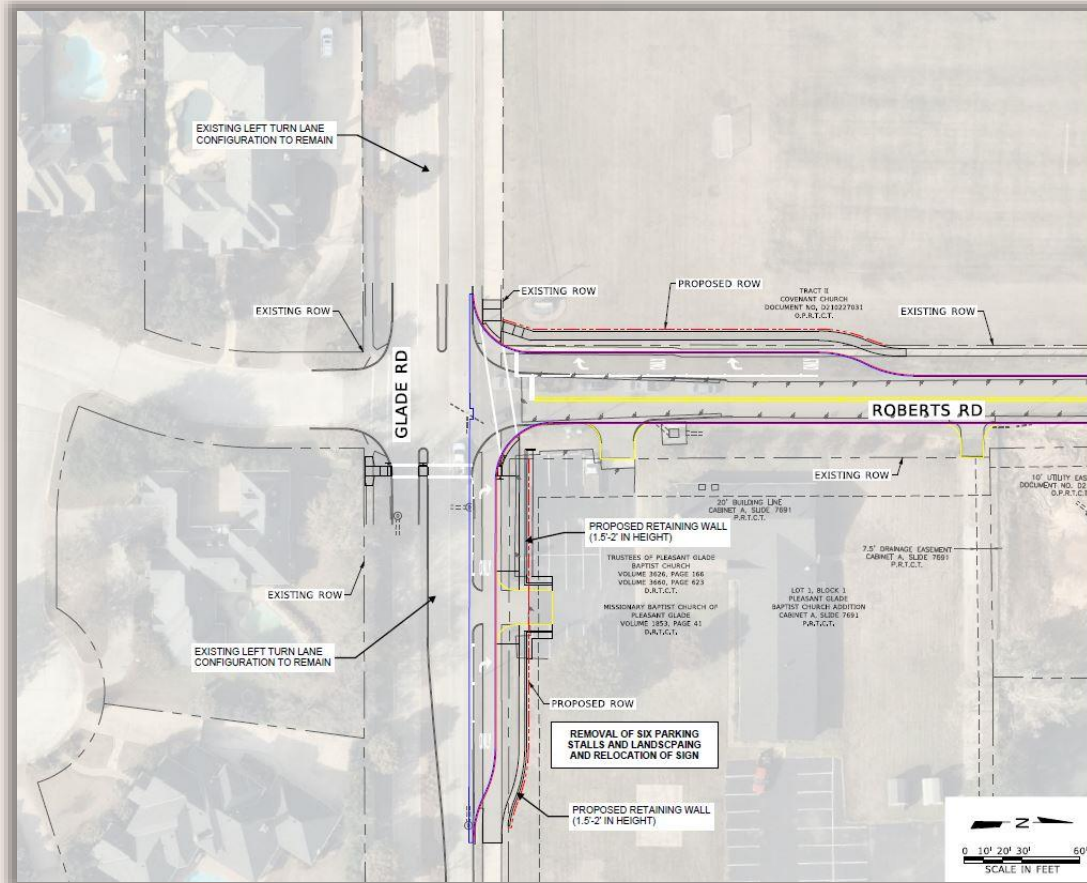


On Glade: Looking West (towards Pool Rd.)

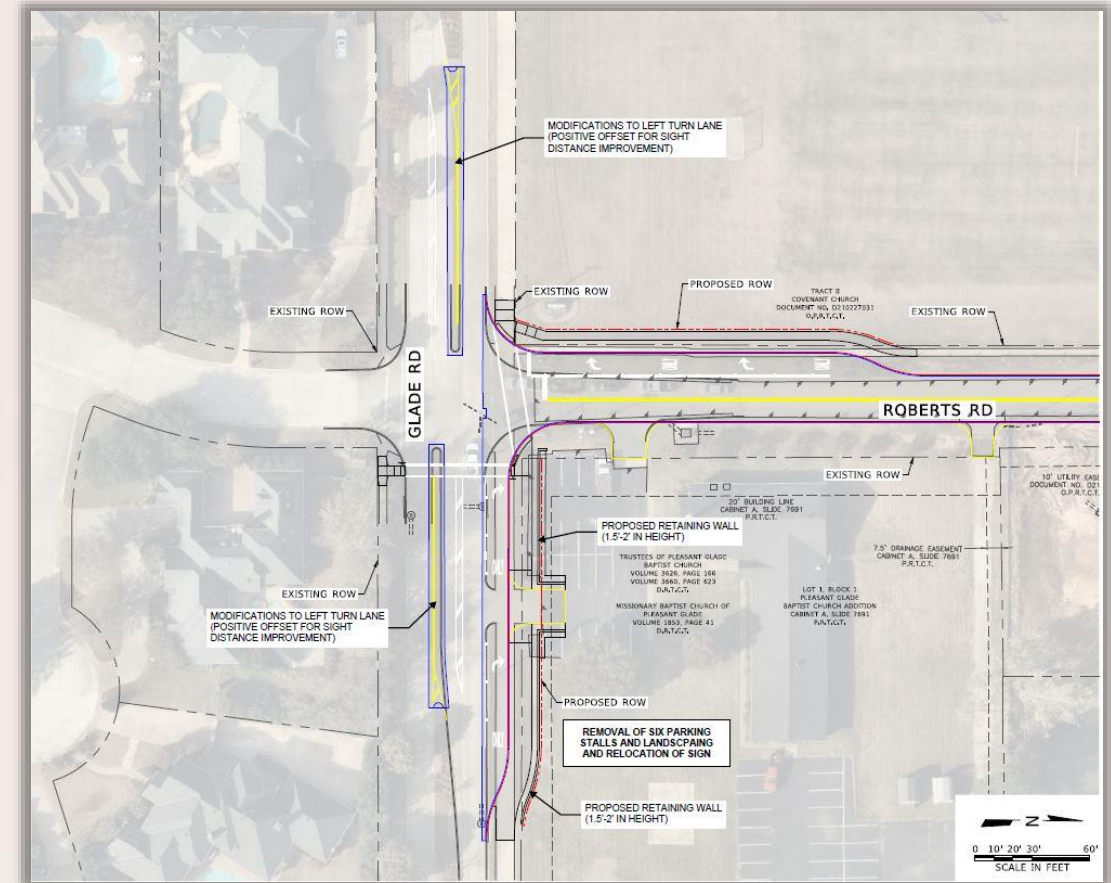
WS-4 Roberts Road Turn Lane(s)



With No Left Turn Lane Modification



With Left Turn Lane Modification



WS-4 Roberts Road – Project Schedule

Tentative Project Schedule

Milestone	Date
60% Design Submittal	January 2020
90% Design Submittal	April 2020
100% Design Submittal (City and TCEQ)	June 2020
Advertisement (After TCEQ Response)	August 2020
Bid Opening	September 2020
Construction	September 2020 to May 2021

WS-4 Roberts Road



Staff is seeking City Council direction on the following:

- Move forward with the westbound and southbound right turn lanes
- Left turn lane modification vs. no left turn modification on Glade Road

Questions and Discussion



City of Colleyville City Council Agenda Briefing

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

Agenda Number WS-5

Agenda Date 12/17/2019

Type Presentation and Discussion

Department City Manager

Title

Discussion of SH26 Median Design

Explanation

This agenda item provides for discussion of the SH26 median and right-of-way (ROW) design cost estimates, provided by the City's design consultant MESA. Staff will review the attached cost estimate summary and seeks City Council direction on desired next steps.

Attachments

1. Cost Estimates - December 2019
2. Corridor Design Summary

SH26 Median & ROW Enhancements Cost Estimates

Description	Initial Concept (May 2019)	Current Concept (December 2019)	Savings or Bid Alternate Options
Corridor Hardscape	\$ 2,140,025	\$ 3,578,186	
Corridor Landscape	\$ 2,885,696	\$ 2,989,433	
Northern (Pastoral) Gateway			
NW corner of SH26 & John McCain	\$ 1,469,721	\$ 981,790	\$ (981,790) *Could bid as an Add/Alternate
SW corner of SH26 & John McCain	\$ -	\$ 1,706,218	
Main Street Gateway			
Towers North and South of Main St.	\$ 694,513	\$ 830,383	
Southern (Creekside) Gateway			
Cistern Design vs. 90' Tower	\$ 377,021	\$ 705,560	
If 70' Tower selected			\$ (80,000) *Savings option
If 50' Tower selected			\$ (180,000) *Savings option
TOTAL	\$ 7,566,976	\$ 10,791,570	

Note: Add 12% per year (1% per month) escalation for construction after Q1 2020

Budget: TIF 5-Year Plan includes \$13M over two years

Other Required Elements

Description	Initial Concept (May 2019)	Current Concept (December 2019)
Street Lighting Package	\$ 1,693,325	\$ 1,673,043
TOTAL	\$ 1,693,325	\$ 1,673,043

COLLEYVILLE BOULEVARD

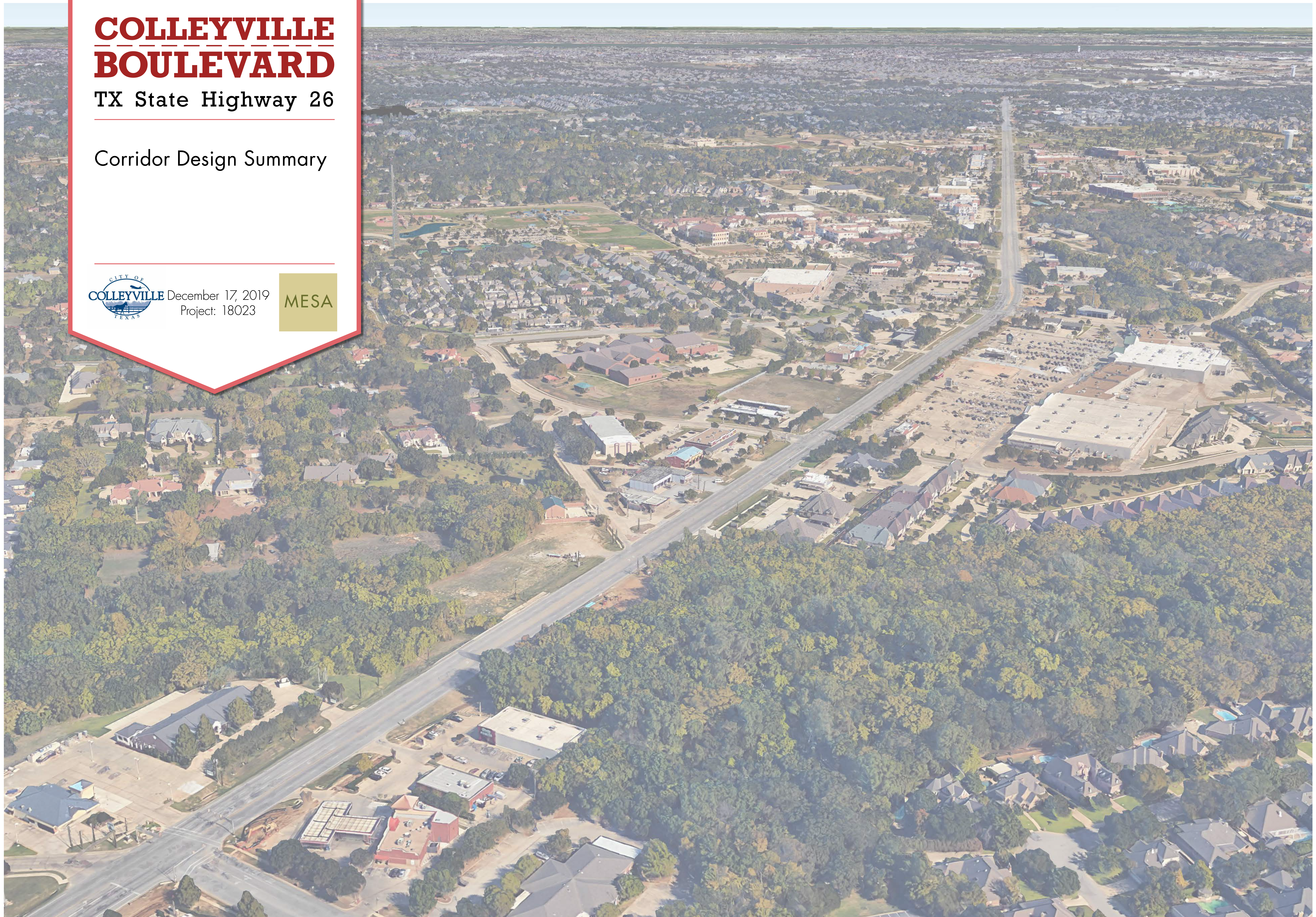
TX State Highway 26

Corridor Design Summary



December 17, 2019
Project: 18023

MESA



















Description	Initial Concept (May 2019)	Current Concept (December 2019)	Savings or Bid Alternate Options
Corridor Hardscape	\$ 2,140,025	\$ 3,578,186	
Corridor Landscape	\$ 2,885,696	\$ 2,989,433	
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If 70' Tower selected			\$ (80,000) *Savings option
If 50' Tower selected			\$ (180,000) *Savings option
TOTAL	\$ 7,566,976	\$ 10,791,570	

Note: Add 12% per year (1% per month) escalation for construction after Q1 2020

Budget: TIF 5-Year Plan includes \$13M over two years

Other Required Elements

Description	Initial Concept (May 2019)	Current Concept (December 2019)
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TOTAL	\$ 1,693,325	\$ 1,673,043



City of Colleyville City Council Agenda Briefing

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

Agenda Number WS-6

Agenda Date 12/17/2019

Type Worksession

Department City Secretary

Title

Discussion of the December 17, 2019, City Council regular agenda items



City of Colleyville City Council Agenda Briefing

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

Agenda Number 1

Agenda Date 12/17/2019

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 case for Parcel 150

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

- Acquisition of real property along Main Street
- Acquisition of real property along SH26

Section 551.087 - Economic Development - Discuss or deliberate regarding commercial or financial information the City has received from business prospects 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-19-4453

**A RESOLUTION APPROVING COUNCIL ACTION
REGARDING EXECUTIVE SESSION ITEMS AT THE REGULAR
CITY COUNCIL MEETING OF DECEMBER 17, 2019**

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 ON THIS THE 17TH DAY OF DECEMBER 2019.

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
www.colleyville.com

Agenda Number 3

Agenda Date 12/17/2019

Type Announcements, Proclamations, and Presentations

Department City Secretary

Title

Letter of Appreciation from Dallas Mayor Eric Johnson

Recognition of the Pedestrian Transportation Ad-Hoc Committee

In recognition of the Featured Business of the Month - Uptown Cheapskate, 5615 Colleyville Boulevard, Suite 120, owners Craig and Tracy Booth - Mayor Richard Newton and Assistant City Manager Adrienne Lothery

Attachments

1. Letter of Appreciation - Dallas Mayor Eric Johnson
2. Pedestrian Transportation Ad-Hoc Committee Roster



Eric Johnson
Mayor

November 15, 2019

The Honorable Richard Newton
100 Main Street
Colleyville, Texas 76034

Dear Mayor Newton:

I want to extend my gratitude to you for your city's assistance after a tornado ravaged parts of Dallas on October 20, 2019.

Considering the immense destruction caused by the EF-3 tornado, we were fortunate that we had no loss of life and that we did not have any serious injuries. I toured the damage and saw buildings that had been flattened, cars that were overturned, power lines that were tossed about, roofs that had been ripped off, and massive trees snapped in half like twigs.

I am proud of the way our first responders and our city staff handled the aftermath of the tornado, but we could not have cleaned up the mess as quickly as we did without you. The resources offered by the City of Colleyville greatly enhanced our response. We have a long path ahead to a full recovery, but your city's contributions have been a major boost to our efforts.

In addition, I was heartened generally to know Dallas can count on its neighbors for assistance in a time of need. We were inspired by the outpouring of support across North Texas, and your leadership and willingness to help us will not be forgotten.

Dallas owes you and your city a debt of gratitude. Please let me know if our city can ever do anything for you.

Best regards,

Eric Johnson
Mayor
City of Dallas

Pedestrian Transportation Ad-Hoc Committee

Rich Hendler, Chair
David Dudziak, Vice Chair
Jennifer Johnson
Donn Hethcock
Cliff LeBlanc
Eric Presson
Lawrence Williamson, Jr.

RESOLUTION R-19-4454

**A RESOLUTION APPROVING CITY COUNCIL ACTION UNDER
CONSENT ITEMS AT THE REGULAR CITY COUNCIL MEETING OF
DECEMBER 17, 2019**

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 December 3, 2019
 - b. Approval of a construction contract with Bean Electrical, Inc., for the Colleyville Boulevard Lighting Package Project, in an amount not to exceed \$1,743,043.00, and authorizing the City Manager to execute the contract

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF _ AYES, _ NAYS ON THIS THE 17th DAY OF DECEMBER 2019.

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

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100 Main Street
Colleyville, Texas 76034
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Tuesday, December 3, 2019

Mayor Richard Newton called the Colleyville City Council Worksession to order on Tuesday, December 3, 2019, at 5:30 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.

ALSO PRESENT: City Manager Jerry Ducay, Assistant City Manager Mark Wood, Assistant City Manager Adrienne Lothery, Community Development Director Ben Bryner, Parks and Recreation Director Lisa Escobedo, City Attorney Whitt Wyatt, and City Secretary Christine Loven.

WS-1 Discussion of Heroes Park improvements

Assistant City Manager Adrienne Lothery gave a history of the project and stated the firm of Freese and Nichols was engaged to render drawings for an update to Heroes Park, which would complement the Plaza, which was also designed by Freese and Nichols. She then introduced Freese and Nichols Principal Wendy Shabay, and Project Designer David Retzsch.

Mr. Retzsch provided three design concepts which could be expanded, reduced, or in some way incorporated into one design for the City Council review. Mr. Retzsch noted as this time, there are renderings with elements which could cost from \$.5 to \$2 million. This evening, they are seeking input from Council on the design elements which work, those they do not care for, and to seek an understanding of the design and flow preferences overall.

There was general discussion of flow, screening elements, and costs. Freese and Nichols will move forward with providing additional renderings and cost estimates based on the input provided by the City Council.

WS-2 Discussion of Accessory Dwelling Units and Accessory Residential Structures

Community Development Director Ben Bryner presented this item, providing a review of the additions and exemptions for accessory dwellings. Following discussion, City Council directed staff to remove the accessory residential structures from the R-20 zoning.

WS-3 Discussion of 2020 City Council Meeting Dates

City Council directed staff to prepare a resolution changing the date of the October 6, 2020 City Council meeting to Monday, October 5, 2020, due to National Night Out being October 6.

WS-4 Discussion of the December 3, 2019, City Council regular agenda items

Mayor Pro Tem Lindamood stated he wanted to make it clear citizens have asked for Heroes Park to be updated.

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

Mayor Newton opened Executive Session at 6:35 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.

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 case for Parcel 150

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

- Acquisition of real property along Main Street
- Acquisition of real property along SH26

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

Mayor Newton explained the Executive Session had been called in accordance with the Texas Government Code, Chapter 551, Subchapter D, Section 551.071, Legal, Section 551.072, Real Estate, and Section 551.087, Economic Development. He further explained there would be no decisions made or action taken during this time. Executive Session was adjourned at 7:07 p.m.

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

INVOCATION: Pastor Dave Jung, Crown of Life

PLEDGE OF ALLEGIANCE: City Attorney Whitt Wyatt

2. EXECUTIVE SESSION READING AND PUBLIC HEARING: CONSIDER AND TAKE ANY ACTION(S) NECESSARY RELATIVE TO ITEMS DISCUSSED IN EXECUTIVE SESSION - RESOLUTION R-19-4443

Mayor Newton read Resolution R-19-4443 in its entirety.

Assistant City Manager Mark Wood presented this item, stating the entire Northern Gateway is 60 acres, however, approval of this resolution will allow the City to purchase 15 acres, which has 1,200 feet on frontage along SH26. Manager Wood stated the TIF will be used for the purchase and recapped the appraisals and negotiations for the property.

Mayor Newton stated it is not uncommon for cities to purchase property, noting Southlake recently made a purchase, and it allows the city to guide the development to insure any development is consistent with the vision of the city. Typically cities partner with developers to accomplish the development. Trophy Club has done the same thing on tracks adjacent to Highway 114.

Mayor Pro Tem Lindamood noted over 85% of citizens completing the citizen survey indicated the need to purchase property and assist in economic development and this is pushing us forward.

Mayor Newton opened the public hearing at 7:43 p.m.

Kathy Hadley, 204 Timberline Drive North, spoke in favor of this item.

There were no others wishing to speak and Mayor Newton closed the public hearing at 7:44 p.m.

Councilmember Rigney made a motion to approve Resolution R-19-4443, and Councilmember Kelley seconded the motion.

The motion to approve carried by the following vote:

Ayes: 7– Mayor Newton, Mayor Pro Tem Lindamood, and Councilmembers Nakamura, Wheat, Dodson, Kelley, and 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 and Councilmembers made the following announcements:

Mayor's Red Kettle Challenge: The Salvation Army has issued a challenge to DFW Mayors – assemble a group of volunteers to ring the bell and fill the kettle on December 14. The Salvation Army Red Kettle Campaign provides food, toys and clothing to over 6 million people just during the Christmas season. It's a very worthwhile way to help those that are having a tough time. Those wishing to volunteer can do so at one of three locations that day (Walmart, Market Street, or Albertsons) from 10 am to 7pm. Please contact Erin Spicer at 817-503-1113 or the Mayor at 817-247-1642 if you would like to volunteer. Whether you volunteer or not, please stop by one of our kettles on December 14th.

#ColleyvilleGives is Back for 2019: The popular #ColleyvilleGives program continues through the end of the year. The grant program provides qualifying businesses along the SH26 construction corridor money to spend on advertising. Eligible businesses can apply for up to \$1,000 in grant money to put toward an advertising campaign. Businesses who wish to make a \$500 donation to an area non-profit will receive an additional \$1,000 in grant money. Advertisements must display the hashtag #ColleyvilleGives. Interested businesses can fill out the application form on the City's website.

Santa's Helpers Toy Drive December 4: Tomorrow, City staff will deliver a truckload of toys as part of the WFAA Santa's Helpers Toy Drive. This event collects toys for needy children and culminates with a delivery event at Heritage High School. Items to be donated should be new toys in sealed packaging.

Plaza Ribbon Cutting: Earlier this evening we held a ribbon cutting ceremony for the Plaza in front of City Hall. This exceptional project was first approved in 1999 as part of the TIF original project plan. It is exciting to finally bring this beautiful community gathering place to fruition. This council, and previous council members who supported this effort, are to be applauded for completing an effort 20 years in the making.

Tree Lighting Ceremony: One of Colleyville's favorite traditions, the Tree Lighting Ceremony, is scheduled for Friday, December 6 from 5 – 8 pm at City Hall and the brand new Plaza. Be there to light the two-story Christmas tree. Many of the activities that make this a Colleyville family tradition return including choral performances from local schools, photos with Santa, live reindeer, crafts, games, and more. Holiday fare and beverages will also be on sale.

John McCain Railroad Crossing Repairs Complete: TexRail has completed the work at the John McCain Crossing. We apologize for the inconvenience this project created for our residents. We also thank them for their patience.

Library to Host Author Luncheon: Former Fort Worth Star-Telegram writer Tim Madigan will be the featured speaker next month at the Colleyville Public Library's Author Luncheon. Madigan will be speaking on his book, *I'm Proud of You: My Friendship with Fred Rogers*. The luncheon will take place from noon – 1:30 p.m., Saturday, Dec. 14, 2019. A light lunch will be served and registration is required. This event is being co-sponsored by a generous donation from the Friends of the Library. Please contact 817-503-1155 or reference at colleyville.com to register for the event.

Thank you and prayers: Mayor Pro Tem Bobby Lindamood thanked everyone for the kind words and prayers extended for him this month. He stated he had missed the last meeting due to a change in his medication which caused him to be hospitalized, but he is much better and on track. Mayor Pro Tem Lindamood also stated prayers are with Von Husbands, Red Barn BBQ.

Presentation of the Life Saving Award to the Colleyville Fire Department by CareFlite - Fire Chief Mark Cantrell and Mayor Richard Newton

Mayor Newton stated Fire Chief Cantrell could not be in attendance this evening due to a death in the family and introduced Chief Tim Folden. Mayor Newton then called on Doak Enabnit, CareFlite Senior Director of Government and Community Relations and Crystal Hood, also representing CareFlite. Mr. Enabnit stated a resident had nominated the fire department for the Great First Responder Award. He then read the nomination and introduced Mr. Aziz Nooraci whose life was saved by the fire department during a cardiac event and who made the nomination. Following introductions of Medical Director Dr. Justin Northeim and members of the Colleyville Fire Department, Mr. Enabnit and Ms. Hood presented each member of the team with an award certificate.

4. CONSENT: READING AND PUBLIC HEARING- RESOLUTION R-19-4444

- 4a** Approval of the minutes of the regular City Council meeting of November 19, 2019
- 4b** Approval of a construction contract with Garrett Demolition, Inc., for the Overland Trail 1.2 Million Gallon Water Ground Storage (Welded Steel Coated) Site Demolition, in an amount not to exceed \$148,232.30 and authorizing the City Manager to execute the contract
- 4c** Approval of an amendment to the Professional Services Agreement with Dunaway Associates, L.P., to include professional construction

- services to the original contract for the Bransford Road and McPherson Elevated Storage Tank Site Rehabilitation, and Overland Trail Ground Storage Tank Site Demolition Project, in an amount not to exceed \$35,010, and authorizing the City Manager to execute the amendment
- 4d** Approval of a contract with Smith Lawn and Tree for the Tree Trimming Contract, in an amount not to exceed \$75,000, and authorizing the City Manager to execute the contract
- 4e** Approval of a Pavement Marking contract with TRP Construction Group, LLC, for the Pavement Marking project, in an amount not to exceed \$100,000, and authorizing the City Manager to execute the contract
- 4f** Consider and adopt the City of Colleyville Investment Policy, as required by the Texas Public Funds Investment Act
- 4g** Consider and adopt the City of Colleyville's broker/dealer list, as required by the Texas Public Funds Investment Act

Mayor Newton read Resolution R-19-4444 in its entirety.

Public Works Director Ray Silva-Reyes presented items 4b through 4e and answered questions of the City Council.

Finance Director Kyle Lester presented items 4f and 4g and answered questions of the City Council.

Mayor Newton opened the public hearing at 8:19 p.m.

Kathy Hadley, 204 Timberline Drive North, spoke in opposition to 4b and asked for clarification regarding 4d and 4e.

Regarding item 4b Mayor Newton stated the City is not replacing the ground storage tank, they are clearing the property for future use. Regarding 4d, Mayor Newton clarified this item was not for decorating trees throughout the City, the contract is a one year contract for trimming trees and limbs along major thoroughfares to insure limbs do not interfere with vehicles on the road, typically large trucks. Colleyville's ordinances require 14" clearance along roads. Mayor Newton reminded citizens, the property owners are responsible for trimming trees adjacent to streets along residential streets.

There were no others wishing to speak and Mayor Newton closed the public hearing at 8:25 p.m.

Councilmember Kelley made a motion to approve Resolution R-19-4444, and Councilmember Wheat seconded the motion.

The motion to approve carried by the following vote:

Ayes: 7– Mayor Newton, Mayor Pro Tem Lindamood, and Councilmembers Nakamura, Wheat, Dodson, Kelley, and Rigney

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

5a Ordinance O-19-2104

Consideration of a Special Use Permit for an accessory building to exceed the 4% lot coverage allowance on Lot 18, Block 2, of the Woodbriar Addition, located at 3405 Cliffwood Drive, Case ZC19-008

Mayor Newton read the caption of Ordinance O-19-2104.

Community Development Director Ben Bryner presented this item stating it is for an SUP to allow for a 1,500 square foot accessory building, to be used as a garage. Director Bryner stated staff recommends approval of the requested SUP with the condition the garage door faces the interior, because the proposed accessory building meets all of the building setback and lot coverage requirements, architecturally it is proposed to look compatible to the main structure, and appears to have no negative impact on surrounding properties. He also noted there have been no responses from the notification to date.

Applicant Trisha Evans, 3405 Cliffwood Drive, came forward to answer questions of the City Council.

Councilmember Nakamura asked Mrs. Evans where the driveway would be located. Mrs. Evans explained there will be no driveway as these are classic hobby cars which are not driven daily. The primary use of the garage will be for storing the cars, but when they do want to move them, they will be able to through the backyard to the front, between the trees located in the back.

Mayor Newton asked about the construction of the garage and thanked Mrs. Evans for providing the building details in the packet. Mrs. Evans explained the outside would be a stucco over metal to match the house and the roof is manufactured by Decra which will be a stamped metal, designed to look like clay tiles, with a fire rating three times higher than other roofing.

Mayor Newton asked Mrs. Evans about the stated building cost and if this is a business. Mrs. Evans stated the cost did not include the roof or slab, and this is a family hobby of restoring small 1928-1931 antique cars.

There was discussion regarding the carport on the property.

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 8:47 p.m.

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

5b Ordinance O-19-2105

Consideration of a Special Use Permit for an accessory dwelling on Tracts 3K & 3Y, Abstract 211, in the BBB & C RY Survey, located at 509 W LD Lockett Road, Case ZC19-017

Mayor Newton read the caption of Ordinance O-19-2105.

Community Development Director Ben Bryner presented this item, stating a super majority vote will be required due to the percentage of opposition. Director Bryner stated the request is for approval of an SUP to allow for a 1,192 s.f. detached accessory dwelling unit. The Planning and Zoning Commission recommended approval and staff recommends approval as the request meets regulations for accessory dwellings per the requirements of the Land Development Code.

Mayor Newton stated the dwelling is being requested so the family may live there while a house is being built, the request complies with ordinance requirements, the structure is on the property, and the SUP limits the scope. Mayor Newton asked City Manager Jerry Ducay if this dwelling would be able to be used as a rental unit.

City Manager Ducay explained, even with an SUP, the dwelling cannot be used as a rental unit. He stated that in Colleyville, no short term residential rental is allowed, no matter what the zoning or SUP conditions.

Councilmember Dodson asked staff if construction of the dwelling had already began. Director Bryner stated yes, however, the building inspector required them to stop work as a permit had not been issued.

Councilmember Nakamura asked why a permit had not been pulled.

Mayor Pro Tem Lindamood asked staff if the roofline as proposed met the "45 degree angle rule" contained in Colleyville's ordinances. Director Bryner stated yes.

Councilmember Rigney stated she will not be in attendance at the next meeting and asked if the item should be tabled.

Applicants Cory and Andrea Watson, 509 W. LD Lockett Road, came forward to answer the questions of the City Council. In responding to the question regarding not pulling a permit, Mr. Watson stated they had done some repairs, and those

repairs led to others which would need to be made, and before they knew it, it spiraled into a project.

Councilmember Kelley asked Mr. Watson if additional concrete has been poured. Mr. Watson said no, except for some extra around the carport.

Councilmember Rigney asked Mr. Watson if he has spoken with the neighbors. Mr. Watson stated he had not and just learned of the opposition. Mayor Newton opened the public hearing at 9:07 p.m.

Doug Finley, 5604 Reagan Road and 601 LD Lockett Road, spoke in opposition to this item with concerns for a permit not being pulled. He stated there is no HOA, but when the notification letter came, the neighbors got together to discuss the issue and we all signed the same petition outlining our concerns.

Tara Tuley, 5613 Reagan Road, spoke in opposition to this item with concerns for loud music, traffic, noise, and the possibility of the dwelling being used as an Air B&B.

There were no others wishing to speak and Mayor Newton closed the public hearing at 9:14 p.m.

Mayor Newton stated he appreciates all the perspectives presented and encouraged everyone to work together and find a solution acceptable to both parties. He went on to say the question of noise is outside of the scope of this request, but is addressed by other ordinances. He stated Mr. Watson can build the structure as an "accessory structure – not dwelling unit" without additional Council approval since the design currently fulfills all accessory structure ordinance requirements. However, Mayor Newton said the applicant has requested a dwelling unit SUP which is a separate issue. Mayor Newton said short term residential rentals are not allowed in the City at all, but he is aware these ordinances have been violated at times. The City adamantly enforces these ordinances when we are aware of violations. He also stated the City depends on citizens to report these violations when they learn of them so enforcement can occur.

Mrs. Watson addressed the City Council stating they understand the concern, however, they too, do not want strangers on their property and the structure will be used only while the home is being built.

Councilmember Nakamura stated her concern is how the structure would be used when it was no longer theirs and asked Mrs. Watson if there would be a full kitchen in the structure. Mrs. Watson said no.

Mayor Pro Tem Lindamood asked if there have been any inspections as of yet. Mr. Watson replied yes, and they have all been good.

City Manager Ducay suggested specifying a term for the SUP. Councilmember Kelley and Mayor Pro Tem Lindamood agreed, as long as the time frame was reasonable.

Councilmember Wheat made a motion to table Ordinance O-19-2105 to January 7, 2020 and Councilmember Kelley seconded the motion.

The motion to table carried by the following vote:

Ayes: 7– Mayor Newton, Mayor Pro Tem Lindamood, and Councilmembers Nakamura, Wheat, Dodson, Kelley, and Rigney

5c Ordinance O-19-2106

An ordinance amending Sections 3A and 3B of the Water and Sewer Policy and Procedure manual as contained in the Code of Ordinances of the City of Colleyville, adjusting water and wastewater volumetric rates to pass through changes from the Trinity River Authority

Mayor Newton read the caption of Ordinance O-19-2106.

Finance Director Kyle Lester presented this item, giving a review of the rate structure. Director Lester said TRA has increased the volumetric water and waste water rates they charge the City and these increases are passed directly through to citizens. Citizens pay exactly what the City pays for water and wastewater treatment. The new rates will be in effect starting with the January billing for December's usage as follows:

Water Rates: Increase current water volumetric rate from \$4.14 to \$4.32

Wastewater Rates: Increase the current wastewater volumetric rate from \$3.11 to \$3.12

Mayor Newton explained this is a pass-through cost as the Trinity River Authority, TRA, provides water and wastewater treatment services to the City, as well as other cities. Mayor Newton noted the City cannot control these costs, however, the costs are divided amongst all cities served by TRA.

Mayor Newton opened the public hearing at 9:39 p.m. There was no one present wishing to speak and Mayor Newton closed the public hearing.

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

Mayor Newton declared a recess at 9:39 p.m. and reconvened at 9:49 p.m.

6. TABLED: ORDINANCE(S) READING AND PUBLIC HEARING**6a Ordinance O-19-2101**

Presentation and discussion of a Special Use Permit for a Fence to extend into the required street side yard on Lot 2, Block 1, of the Hodgkiss Place II Addition, located at 2608 Highland Meadow Drive, Case ZC19-013

Councilmember Wheat made a motion to remove Ordinance O-19-2101 from the table and Councilmember Kelley seconded the motion.

The motion carried by the following vote:

Ayes: 7– Mayor Newton, Mayor Pro Tem Lindamood, and Councilmembers Nakamura, Wheat, Dodson, Kelley, and Rigney

Mayor Newton read the caption of Ordinance O-19-2101.

Community Development Director Ben Bryner presented this item stating the request was discussed at length at the last meeting and he believes everyone was close to an agreement, however, the applicant could not be present and he asked for the item to be tabled to this meeting.

Director Bryner stated the applicant is requesting approval of an SUP to allow for an 8 foot cedar fence to be located on the corner street side property line and within the street side yard of the property and the permit was submitted just before the last amendments to the fence regulations. Director Bryner also stated the Planning and Zoning Commission recommended approval with a 5-foot setback requirement from the side street property line, and the applicant is willing to meet this condition.

Mayor Newton stated this item had been discussed at the last meeting at length and asked the applicant, Jacob Stone to come forward. Mayor Newton asked Mr. Stone what he would like to do, build a wood fence at 30 foot setback per City ordinance, or a wrought iron fence 10' off the property line.

Mr. Stone asked Mayor Newton if the issue is the building material or the setback distance. Mayor Newton responded both and stated ordinances have been put in place to insure consistent quality throughout the community and told Mr. Stone he is asking to deviate from the ordinance and the City Council proposal is a wrought iron fence, up to ten feet in height with shrubbery.

There was discussion regarding the right-of-way, easement, and sanitary sewer.

Mayor Newton opened the public hearing at 10:05. There was no one wishing to speak and Mayor Newton closed the public hearing at 10:05 p.m.

Councilmember Wheat made a motion to approve Ordinance O-19-2101, allowing for a wrought iron fence up to eight feet in height, with a 10 foot setback from the property line, and Councilmember Nakamura seconded the motion.

The motion carried by the following vote:

Ayes: 7– Mayor Newton, Mayor Pro Tem Lindamood, and Councilmembers Nakamura, Wheat, Dodson, Kelley, and Rigney

6b Ordinance O-19-2102

Presentation and discussion of a zoning change from CC-1 Village Retail to PUD-C Planned Unit Development – Commercial on Lot 1A, Block 1, in the Applebee's Addition, located at 5150 Colleyville Boulevard, Case ZC19-014

Councilmember Wheat made a motion to remove Ordinance O-19-2102 from the table and Councilmember Rigney seconded the motion.

The motion carried by the following vote:

Ayes: 7– Mayor Newton, Mayor Pro Tem Lindamood, and Councilmembers Nakamura, Wheat, Dodson, Kelley, and Rigney

Mayor Newton read the caption of Ordinance O-19-2102.

Community Development Director Ben Bryner gave a brief recap of this item, stating at the City Council's request, Chick-fil-A has provided updated building elevations to reflect City Council's request of enhanced aesthetics and landscaping.

Mayor Newton stated City Council asked Chick-fil-A to make the Colleyville restaurant the nicest in the country and enhance landscaping. City Council tabled this item to this agenda to allow Chick-fil-A time to accommodate the Council's direction.

There was general discussion of the shrubbery, wall, and vertical articulation.

Councilmember Wheat thanked Chick-fil-A for making all the changes and it was appreciated. The City Council concurred.

Mayor Newton opened the public hearing at 10:23 p.m.

Dee McNosky, 5108 Pleasant Run Road, spoke in opposition to the item with concerns for safety, traffic, egress, trash, and enforcement of the requirements. She also thanked the City Council for their work.

Clint Young, 811 Central Drive, spoke in opposition to this item with concerns for traffic, and requested traffic studies.

Steven Groffman, 815 Central Drive, spoke in opposition to this item with concerns for traffic, ingress and egress, and safety of Pleasant Run Road.

Kathy Hadley, 204 Timberline North, spoke regarding putting citizen concerns first.

The following did not wish to speak, but wanted to register opposition:

Ceacy, Braden, and Jared McDonald, 814 Central Drive, Melanie Gable, 813 Central Drive, and Anthony McNosky, 5108 Pleasant Run Road.

There were no others present wishing to speak and Mayor Newton closed the public hearing at 10:37 p.m.

There was discussion regarding trash and the flow of traffic.

Councilmember Dodson made a motion to approve Ordinance O-19-2102, and Councilmember Nakamura seconded the motion.

The motion carried by the following vote:

Ayes: 7– Mayor Newton, Mayor Pro Tem Lindamood, and Councilmembers Nakamura, Wheat, Dodson, Kelley, and Rigney

7. RESOLUTION(S): READING AND PUBLIC HEARING

7a Resolution R-19-4445

A resolution approving an economic development grant agreement to Chick-fil-A, in the amount of \$100,000, and authorizing the City Manager to execute the agreement

Mayor Newton read Resolution R-19-4445 in its entirety.

Assistant City Manager Adrienne Lothery presented this item, giving an overview of the BEST grant program, which targets beautification. She noted if the PUD ordinance was approved, Chick-fil-A planned to locate a restaurant in Colleyville which is anticipated to generate \$3.5 million in sales annually, which equals approximate sales tax revenue of \$70,000 annually to Colleyville. As a part of the proposed building, Chick-fil-A has agreed to enhanced site landscaping and building architecture in keeping with the exceptional development standards in Colleyville.

Mayor Newton opened the public hearing at 10:56 p.m.

Steven Groffman, 815 Central Drive, spoke in opposition to this item with concerns for grants being a tool to entice development and he feels the money would be better spent on a different location.

Clint Young, 811 Central Drive, spoke in opposition to this item with concern for the expenditure of funds.

Kathy Hadley, 204 Timberline Drive North, spoke in opposition with concerns for the location and Chick-fil-A's need for funding.

Dee McNosky, 5108 Pleasant Run Road, spoke in opposition to the item and suggested a right turn only from the parking lot onto Pleasant Run toward Main Street be allowed to increase safety.

Anthony McNosky, 5108 Pleasant Run Road, spoke in opposition to the item, but in agreement with restricting a right turn onto Pleasant Run from the parking lot.

Mayor Newton closed the public hearing at 11:12 p.m.

There was general discussion of the right turn possibility. City Manager Ducay advised the funding comes from TIF and approximately \$60,000 in sales tax revenue will go back to the TIF.

City Manager Ducay also noted the City has marketed other locations to Chick-fil-A, but the locations did not work, however, this location, with negotiations, did, and is part of the overall deal.

Councilmember Kelley made a motion to approve Resolution R-19-4445, and Councilmember Nakamura seconded the motion.

The motion carried by the following vote:

Ayes: 7– Mayor Newton, Mayor Pro Tem Lindamood, and Councilmembers Nakamura, Wheat, Dodson, Kelley, and Rigney

7b Resolution R-19-4446

A resolution casting votes for electing members to the Tarrant Appraisal District Board of Directors

Mayor Newton read Resolution R-19-4446 in its entirety.

Mayor Newton reminded the City Council Rich Deotte and Gary Losada are the City's candidates for the TAD Board of Directors. Mayor Newton stated he has been tracking the vote and currently both candidates are projected to have approximately 800 votes at the end of voting.

Mayor Newton opened the public hearing at 11:16 p.m. There was no one present wishing to speak and Mayor Newton closed the public hearing at 11:16 p.m.

Mayor Newton made a motion to approve Resolution R-19-4446, and Mayor Pro Tem Lindamood seconded the motion.

The motion carried by the following vote:

Ayes: 7– Mayor Newton, Mayor Pro Tem Lindamood, and Councilmembers Nakamura, Wheat, Dodson, Kelley, and Rigney

Mayor Newton moved to item 7e at 11:18 p.m. and returned to this item at 12:24 p.m.

7c Resolution R-19-4447

Approval of the Final Report of the Pedestrian Transportation Ad Hoc Committee and adoption of the 2019 Sidewalk and Trail Map to be attached to the Sidewalk Policy adopted July 2, 2018

Mayor Newton read Resolution R-19-4447 in its entirety.

Assistant City Manager Adrienne Lothery presented this item, noting the Pedestrian Transportation Ad-Hoc Committee had provided the City Council a final report and recommendations at the November 17, 2019 City Council Worksession.

Mayor Newton thanked the ad-hoc committee for all their work, noting they were aggressive and thorough in their work. Next steps are an implementation plan, although several components of the recommendations are already in the current capital improvement plan.

Mayor Newton opened the public hearing at 12:32 a.m. There was no one present wishing to speak and Mayor Newton closed the public hearing at 12:32 a.m.

Councilmember Wheat made a motion to approve Resolution R-19-4447, and Councilmember Kelley seconded the motion.

The motion carried by the following vote:

Ayes: 7– Mayor Newton, Mayor Pro Tem Lindamood, and Councilmembers Nakamura, Wheat, Dodson, Kelley, and Rigney

7d Resolution R-19-4448

Repealing Resolution R-17-4208 and reorganizing the Colleyville Community Garden Advisory Committee, reappointing members, and assigning committee responsibilities

Mayor Newton read Resolution R-19-4448 in its entirety.

Mayor Newton stated the Chair had resigned from the committee and he has met with the remaining members to ascertain if they wish to continue. They have selected a new Chair, and this resolution will allow the committee to move forward.

Mayor Newton opened the public hearing at 12:42 a.m. There was no one present wishing to speak and Mayor Newton closed the public hearing at 12:42 a.m.

Mayor Pro Tem Lindamood made a motion to approve Resolution R-19-4448, and Councilmember Dodson seconded the motion.

The motion carried by the following vote:

Ayes: 7– Mayor Newton, Mayor Pro Tem Lindamood, and Councilmembers Nakamura, Wheat, Dodson, Kelley, and Rigney

Mayor Newton moved to item 7e at 11:18 p.m. At 11:54 p.m. Mayor Newton took a vote of the City Council to continue beyond midnight. The vote carried unanimously.

7e Resolution R-19-4449

Approval of a sublease agreement with Wells Fargo CPG, for the former Wachovia Bank building located at 5601 Colleyville Boulevard, for the Colleyville Business Center

Mayor Newton read Resolution R-19-4449 in its entirety.

Assistant City Manager Mark Wood presented 7e, 7f, and 7g in one presentation, stating all three resolutions relate to the Colleyville Business Center.

Manager Wood stated Resolution R-19-4449 is the culmination of many worksession discussions and planning for a central hub for business development in Colleyville. He stated this lease will provide for the City of Colleyville to lease the former Wachovia Bank building located on SH26, with funding provided through the TIF.

Manager Wood stated the business plan is based on the Three Es: – Events, Education, and Entrepreneurism. The Colleyville Business Center will provide a place for entrepreneurs to rent space to network, host and attend training, conduct meetings, and have a place outside of a home or office to conduct and grow their business.

Manager Wood explained obtaining this lease provides for three significant achievements:

1. A new home for the Chamber of Commerce, 2. A single-point of contact for business development in Colleyville, and 3. Provides a tenant to a key commercial building that otherwise will remain empty until 2025.

Manager Wood stated the City is partnering with Tarrant County College, Grapevine Independent School District, and Service Corps of Retired Executives (SCORE), as well as responding to the recent Citizen Survey whereby 87% of the respondents replied the City should be very involved or involved in Economic Development.

As Manager Wood had presented the information for all three resolutions, the following discussion occurred.

Councilmember Dodson questioned the in-kind staffing figures and if there will be signage on the Business Center. Manager Wood explained the Chamber of Commerce will staff the building during regular Monday through Friday, 8:00 a.m. to 5:00 p.m. business hours, as well as manage the daily operations to include mail and package services and scheduling conference rooms. He stated the landlord will have to approve the signage.

There was discussion and review of the draft profit and loss budget and discussion by each Councilmember regarding their thought process of the need and usefulness of the Business Center, how it may be utilized, and the City's function and costs in the process.

Councilmember Rigney asked Manager Wood what will stop these businesses from moving to another city and how success is measured. Manager Wood responded studies show entrepreneurship is about establishing a community and entrepreneurs are more likely to keep their business in the community where they begin and have established a network and resources. He believes success measurements will include the number of events, TCC courses, and being a 1 Million Cup member. Additionally, he sees having a tenant in the building, activity on SH26, and the Chamber having a secure future for three to five years, as successes.

Mayor Newton opened the public hearing at 11:57 p.m.

Also I think of the Kathy Hadley, 204 Timberline Drive North, spoke in opposition to this item with concerns for the Chamber leasing the space as they previously had their own building, the City providing the funding for the lease, and concern for Wells Fargo business practices.

The following did not wish to speak but registered support of this item. Julie Smith, 1200 Euless Wiser Road, Euless; Shonda Schaefer, representing the Colleyville Chamber of Commerce Board, 3137 Fox Run Drive, Grapevine.

There were no others wishing to speak and Mayor Newton closed the public hearing at 11:59 p.m.

Councilmember Wheat made a motion to approve Resolution R-19-4449, and Councilmember Dodson seconded the motion.

The motion carried by the following vote:

Ayes: 6 – Mayor Newton, Mayor Pro Tem Lindamood, and Councilmembers Nakamura, Wheat, Dodson, and Kelley

Nay: 1 – Councilmember Rigney

7f Resolution R-19-4450

Approval of a membership agreement with the Colleyville Chamber of Commerce for the Colleyville Business Center

Mayor Newton read Resolution R-19-4450 in its entirety.

Assistant City Manager Mark Wood stated the agreement is a three year term and two, one year renewals. The annual base rental fee will be \$15,000 with an annual increase and the Chamber providing staffing for the Business Center.

Mayor Newton opened the public hearing at 12:02 a.m.

Kay Allen, representing the Chamber of Commerce, 4308 Pembroke Parkway North, spoke in support of this item, stating the Chamber is excited to partnership with the City, and she congratulated the City for being creative and finding a solution for use of an empty building along the main corridor.

The following did not wish to speak but registered support for this item. Michael Hinkle-Morrison, 4012 Felps Drive; DeWayne Smart, 6003 Sunderland Drive; Carolyn Sims, 7513 Orchard Court, North Richland Hills; Jason Ridley, 5303 Colleyville Boulevard; Kylan Hoss, 3237 Oleander Court; and Shonda Schaefer, 3137 Fox Run Drive, Grapevine.

There were no others wishing to speak and Mayor Newton closed the public hearing at 12:05 a.m.

Councilmember Dodson made a motion to approve Resolution R-19-4450, and Councilmember Wheat seconded the motion.

The motion carried by the following vote:

Ayes: 6 – Mayor Newton, Mayor Pro Tem Lindamood, and Councilmembers Nakamura, Wheat, Dodson, and Kelley

Nay: 1 – Councilmember Rigney

7g Resolution R-19-4451

Approval of staff to move forward with architectural services for tenant finish out of the Colleyville Business Center

Mayor Newton read Resolution R-19-4451 in its entirety.

Assistant City Manager Mark Wood stated Hidell and Associates was engaged to provide the construction drawings to finish out the Colleyville Business Center space which is approximately 4,000 square feet. Construction work will include new flooring in some areas, reconfiguration of space to create office and conference room space, and renovation to bathrooms. With Council approval, this project would be bid at the end of 2019, with construction to begin early 2020.

Mayor Newton opened the public hearing at 12:08 a.m. There was no one presenting wishing to speak and Mayor Newton closed the public hearing at 12:08 a.m.

Councilmember Wheat made a motion to approve Resolution R-19-4451, and Councilmember Dodson seconded the motion.

The motion carried by the following vote:

Ayes: 6 – Mayor Newton, Mayor Pro Tem Lindamood, and Councilmembers Nakamura, Wheat, Dodson, and Kelley

Nay: 1 – Councilmember Rigney

Mayor Newton declared a recess at 12:09 a.m. and reconvened at 12:14 a.m.

8. DISCUSS AND CONSIDER A MOTION TO RECONSIDER

- 8a** Discuss and consider a motion to reconsider/rescind the City Council's previous motion approving Ordinance 19-2100 and providing for additional vehicle inventory regulations added by the City Council during the November 19, 2019 City Council meeting

Mayor Newton stated at the November 19, 2019 City Council meeting, following discussion, the City Council limited the number of Enterprise vehicles to be on the lot at one time to ten. Enterprise Corporate office representatives asked to meet with him and City staff to address their concerns with the limits. Enterprise officers explained there are at times more than ten vehicles on the lot to be able

to meet reservation demand and asked the limitation to be removed. In exchange for the consideration, Enterprise will agree to no monument signs and having to obtain a certificate of occupancy within two years.

There were no questions from the City Council.

Mayor Newton made a motion to reconsider Ordinance O-19-2100, and Councilmember Kelley seconded the motion.

The motion carried by the following vote:

Ayes: 7 – Mayor Newton, Mayor Pro Tem Lindamood, and Councilmembers Nakamura, Wheat, Dodson, Kelley, and Rigney

9. READING AND PUBLIC HEARING

9a Ordinance O-19-2100

Presentation and discussion of a zoning change from CC-1 Village Retail to PUD-C Planned Unit Development – Commercial in Tract 2C03, Abstract 206, in the BBB & C RY Survey, located at 4917 Colleyville Boulevard, Case ZC19-012 (Ordinance 19-2100)

Mayor Newton read the caption of Ordinance O-19-2100.

Community Development Director Ben Bryner provided a review of the location of the development and previous changes to the ordinance.

There were no questions from City Council.

Mayor Newton opened the public hearing at 12:23 a.m. There was no one present wishing to speak and Mayor Newton closed the public hearing at 12:23 a.m.

Councilmember Wheat made a motion to approve Ordinance O-19-2100 with the following amendments: remove 6c limiting the number of vehicles allowed on the property; add to 1.d. This PUD-C will become null and void in the event a valid Certificate of Occupancy (CO) for the business is not issued within twenty-four (24) months from the date of passage of this Ordinance; add 6d No monument sign(s) shall be permitted to be erected upon the above described tract of land, and Mayor Pro Tem Lindamood seconded the motion.

The motion carried by the following vote:

Ayes: 7 – Mayor Newton, Mayor Pro Tem Lindamood, and Councilmembers Nakamura, Wheat, Dodson, Kelley, and Rigney

10. CITIZEN COMMENTS

There was no one present wishing to speak.

11. ACTION/RESOLUTION: DISCUSSION AND CONSIDERATION OF A RESOLUTION RATIFYING COUNCIL AGENDA ACTION FOR DECEMBER 3, 2019 - READING AND PUBLIC HEARING - RESOLUTION R-19-4452

This resolution was not needed.

12. ADJOURNMENT

There being no further business before the City Council, Mayor Newton adjourned the meeting without objection by the City Council at 12:46 a.m. Wednesday, December 4, 2019.

APPROVED BY A VOTE OF _ AYES, _ NAYS, ON THIS THE 17TH DAY OF DECEMBER 2019.

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 4b
Type Resolution
Department Engineering

Agenda Date 12/17/2019

Number Resolution R-19-4454

Title

Approval of a construction services agreement with Bean Electrical, Inc., for the Colleyville Boulevard Lighting Package Project, in an amount not to exceed \$1,743,043.00, 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

On September 17, 2019, the City Council approved Resolution R-19-4420, approving the Fiscal Year 2020-2024 Capital Improvement Program (CIP), including the SH26 Beautification FY2020.

The project consists of furnishing and installing roadway lighting on Colleyville Boulevard. The lights will include a decorative cast aluminum wrap base, custom logo, tapered steel shaft, decorative arms, banner arms, bollards, and decorative LED luminaries.

After review of the bid submittals, it was recognized that the apparent low bidder, Bean Electrical, Inc., did not acknowledge Addendum No. 1, which consisted of the addition of one line item. Bean Electrical, Inc., through negotiations with City staff, has agreed to complete the additional work that was listed in Addendum No. 1 at no additional cost. Additionally, during negotiations, City staff increased the quantity of two line items (one of which consisted of the additional work in Addendum No. 1 that was agreed to be completed at no cost). For the other line item that was increased, Bean Electrical, Inc. agreed to their original unit price to be used, multiplied by the new unit quantity.

With the addition in unit quantities and with Bean Electrical, Inc. agreeing to no additional cost for the additional work in Addendum No. 1, the revised calculated bid amount remained the low bid.

Public notification of the invitation for bids was advertised in the *Fort Worth Star-Telegram* on October 13, October 20, October 27, November 3, and November 10, 2019. The notice to bidders and bid packet were posted on CivCast for free downloading and distributed to the Dodge Lead Center, BlueBook Building and

Construction Network, and Construct Connect, which includes ISqFt, CMD, CDC, and Bid Clerk. Additionally, staff directly notified a list of local contractors who may be interested in the bid opportunity. The project had 37 plan holders, of which were 1 architect, 9 general contractors, 2 manufacturers, 1 not specified, 5 other, 8 plan rooms, 9 sub-contractors, and 2 suppliers.

The City received five sealed bids, which were opened and publicly read aloud on November 26, 2019.

Financial Impact

Funding for the project is available in the Tax Increment Financing (TIF) District Form 1295 - Acknowledged by City

Recommendation

Approve

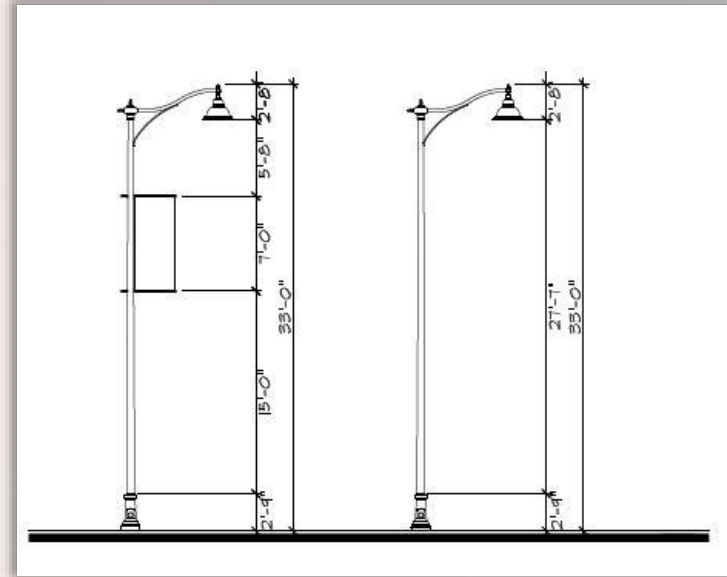
Attachments

1. Colleyville Boulevard Lighting Package Presentation
2. Bid Tabulation
3. Consultant Recommendation Letter
4. Colleyville Boulevard Lighting Package Agreement
5. Form 1295
6. Resolution R-19-4420

4b. Colleyville Boulevard Lighting Package

Approval of a construction contract with Bean Electrical, Inc., for the Colleyville Boulevard Lighting Package Project, in an amount not to exceed \$1,743,043.00, and authorizing the City Manager to execute the contract

- The project consists of furnishing and installing roadway lighting on Colleyville Boulevard. The lights will include a decorative cast aluminum wrap base, custom logo, tapered steel shaft, decorative arms, banner arms, bollards, and decorative LED luminaries.



Roadway Light Pole with Banner Arms (Qty. = 48)

Roadway Light Pole (Qty. = 120)

4b. Summary of Bids

Summary of bids received

	Base Bid
Bean Electrical, Inc.	\$ 1,673,043.00 **
Groves Electric Services, Inc.	\$ 1,747,441.00
Highway Intelligent Traffic Solutions	\$ 1,999,999.99
Roadway Solutions, Inc.	\$ 2,118,600.00
MELS Electric, L.P.	\$ 2,225,635.00

** During review of the bid submittals, Addendum No. 1 was not acknowledged. Addendum No. 1 consisted of the addition of one Line Item.

- Bean Electrical, Inc., through negotiations with City staff, has agreed to complete the additional work that was listed in Addendum No. 1 at no additional cost. Additionally, during negotiations, City staff increased the quantity of two line items (one of which consisted of the additional work in Addendum No. 1 that was agreed to be completed at no cost). For the other line item that was increased, Bean Electrical, Inc. agreed to their original Unit Price to be used multiplied by the new Unit Quantity. Therefore, the final bid amount for this project is **\$ 1,743,043.00**
- With the addition in Unit Quantities and with Bean Electrical, Inc. agreeing to no additional cost for the additional work in Addendum No. 1, the new calculated bid amount remains the low bid.
- The method of selection shall be based on the **lowest responsible bidder** whose evaluation by the City indicates to be in the best interest of the City and taxpayers.



Bid Tabulation
Colleyville Blvd. Lighting Package Project
Dallas, Texas
November 19, 2018

Contractor quantities and prices are based on bids provided to the City of Colleyville and are for comparison purposes only. Please refer to Contractor bids for detailed bid information.
Note: Owner shall have right to reject or delete individual line items at their sole discretion.

**Apparent
Low Bidder**

NOTES:

(1) Addendum No. 1 was not acknowledged by Bean Electrical, Inc., who was the apparent low bidder. Addendum No. 1 included the addition of Line Item 10. Through negotiations with City staff, Bean Electrical, Inc. has agreed to complete the additional work that was listed in Addendum No. 1 at no additional cost.

(2) After bids were read, City staff increased the Unit Quantity for Line Item 6 from 5 to 30 and for Line Item 10 from 1 to 25. During negotiations (see Note 1), Bean Electrical, Inc. agreed to their original Unit Bid Price amount of \$2,800 per Each.

(3) With the addition in Unit Quantities (described in Note 2) and with Bean Electrical, Inc., agreeing to no additional cost for Line Item 10 (described in Note 1), the new calculated Bid amount remains the low bid.

(2)

(1)(2)

Item	Qty	Unit	Description	Groves Electrical Service, Inc.		Bean Electrical, Inc.		Highway Intelligent Traffic Solutions		Roadway Solutions, Inc.		Mels Electric, LP	
Bid Items				Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
1	1	LS	Mobilization and Bonds in accordance with Specification A-4.19; for the sum of:	\$ 32,000.00	\$ 32,000.00	\$ 123,929.00	\$ 123,929.00	\$ 121,049.97	\$ 121,049.97	\$ 120,000.00	\$ 120,000.00	\$ 100,000.00	\$ 100,000.00
2	1	EA	Traffic Control; for the sum of:	\$ 56,250.00	\$ 56,250.00	\$ 24,000.00	\$ 24,000.00	\$ 72,300.00	\$ 72,300.00	\$ 22,000.00	\$ 22,000.00	\$ 24,650.00	\$ 24,650.00
3	120	EA	Type A Roadway Light Pole, as shown, detailed and specified, for the sum of:	\$ 7,670.00	\$ 920,400.00	\$ 6,706.00	\$ 804,720.00	\$ 8,050.35	\$ 966,042.00	\$ 9,980.00	\$ 1,197,600.00	\$ 9,385.00	\$ 1,126,200.00
4	48	EA	Type B Roadway Light Pole with Banner Arms, as shown, detailed and specified, for the sum of:	\$ 8,338.00	\$ 400,224.00	\$ 7,248.00	\$ 347,904.00	\$ 8,731.40	\$ 419,107.20	\$ 10,100.00	\$ 484,800.00	\$ 11,250.00	\$ 540,000.00
5	60	EA	Street Lighting Post Installed Anchor Option, as shown, for the sum of:	\$ 490.00	\$ 29,460.00	\$ 680.00	\$ 40,800.00	62 @ \$739.02/EA	\$ 45,819.24	\$ 525.00	\$ 31,500.00	\$ 1,165.00	\$ 69,900.00
6	5	EA	Light Pole Base, as shown, for the sum of:	\$ 1,134.00	\$ 5,670.00	\$ 2,800.00	\$ 14,000.00	\$ 2,603.65	\$ 13,018.25	\$ 3,800.00	\$ 19,000.00	\$ 1,625.00	\$ 8,125.00
7	2	EA	Ground Boxes, as shown, for the sum of:	\$ 808.00	\$ 1,616.00	\$ 1,200.00	\$ 2,400.00	\$ 1,013.50	\$ 2,027.00	\$ 1,200.00	\$ 2,400.00	\$ 1,125.50	\$ 2,251.00
8	varies by bidder	LF	Additional conduit, as shown, complete and in place for the sum of:	2700 LF @ \$15.25/LF	\$ 41,175.00	2140 LF @ \$16.00/LF	\$ 34,240.00	1150 LF @ \$12.30/LF	\$ 14,145.00	950 LF @ \$16.00/LF	\$ 15,200.00	1500 LF @ \$8.75/LF	\$ 13,125.00
9	varies by bidder	LS or LF	Conductor, as shown, complete and in place for the sum of:	\$ 158,812.00	\$ 158,812.00	51000 LF @ \$3.55/LF	\$ 181,050.00	89792 LF @ \$2.74/LF	\$ 246,030.08	33120 LF @ \$3.75/LF	\$ 124,200.00	104580 LF @ \$2.30/LF	\$ 240,534.00
10	1	EA	Removal of street light foundations, as required per testing, complete and in place for the sum of:	\$ 1,834.00	\$ 1,834.00		\$ -	\$ 461.25	\$ 461.25	\$ 1,900.00	\$ 1,900.00	\$ 850.00	\$ 850.00
11	1	LS	Construction Contingency, complete and in place, for the sum of:	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00
Total Base Bid (Bid Items 1-11, as calculated)					\$ 1,747,441.00		\$ 1,673,043.00		\$ 1,999,999.99		\$ 2,118,600.00		\$ 2,225,635.00
Total Base Bid (Bid Items 1-11, as submitted by Bidder on Bid Form)					\$ 1,747,711.00		\$ 1,673,043.00		\$ 1,999,999.99		\$ 2,117,800.00		\$ 2,225,635.00
Total Base Bid (Bid Items 1-11, as calculated after negotiations)							\$ 1,743,043.00						

(3)

December 3, 2019

Nathan Frohman
City of Colleyville
100 Main Street
Second Floor
Colleyville, Texas 76034

RE: Colleyville Boulevard Lighting Package Project

Dear Mr. Frohman:

Based upon the bids submitted and positive references from Mr. Nathan Sanchez of Fain Group, Mr. Christopher Palmore of EMJ Construction and the project experiences of MESA and the City of Colleyville, we recommend awarding the project to Bean Electrical, Inc.

Sincerely,

A handwritten signature in black ink, appearing to read "Kevin Bernauer".

Kevin Bernauer
Associate
MESA

CONSTRUCTION SERVICES AGREEMENT

Colleyville Boulevard Lighting Project

This **CONSTRUCTION SERVICES AGREEMENT** ("Agreement") is made as of the Effective Date by and between **Bean Electrical, Inc.**, a Texas Corporation, hereinafter called "CONTRACTOR", and the **City of Colleyville, Texas**, hereinafter called "CITY".

RECITALS

WHEREAS, CITY desires CONTRACTOR to perform certain work and services set forth in Section 1 (the "Scope of Services"), and

WHEREAS, CONTRACTOR has expressed a willingness to perform said work and services, hereinafter referred to only as "services", specified in the Contract Documents, and enumerated under Section 1, of this Agreement;

NOW, THEREFORE, for and in consideration of the covenants and promises made one to the other herein, CITY and CONTRACTOR agree as follows:

Section 1. Scope of Services

Upon issuance of a written Notice to Proceed by CITY, CONTRACTOR agrees to provide to CITY the necessary services, labor, materials, equipment and supplies related to the Colleyville Boulevard Lighting Project (the "Project"), such services being more fully described herein and pursuant to the plans and specifications identified in the Contract Documents.

Section 2. Term of Agreement

The term of this Agreement shall begin on the last date of execution hereof (the "Effective Date") and shall continue until CONTRACTOR completes the services required herein to the satisfaction of CITY and has been paid in full by City, unless sooner terminated as provided in Section 9, below.

Section 3. Contract Documents

A. This Agreement is a part of the Contract Documents, which include:

- 1) This Agreement, including all exhibits and addenda hereto;
- 2) CITY'S Specifications and Contract Documents for the Project contained in the City's Invitation for Bid # ENG-2020-007 ("Bid Packet");
- 3) CITY'S written notice(s) to proceed to the CONTRACTOR;
- 4) Properly authorized change orders;
- 5) CONTRACTOR's Bid Proposal ("Proposal" and/or "Response"); and
- 6) Any other materials distributed by the CITY that relate to the Project.

In the event there exists a conflict between any term, provision and/or interpretation of the Contract Documents, the documents shall take precedent and control in the order listed above in this Section. If discrepancies are found that may impact construction of the Project, it shall be the Contractor's obligation to seek clarification as to which requirements or provisions control before undertaking any work on that component of the project. Should the Contractor fail or refuse to seek a clarification of such conflicting or inconsistent requirements or provisions prior to any work on that component of the project, the Contractor shall be solely responsible for the costs and expenses - including additional time - necessary to cure, repair and/or correct that component of the Project.

Section 4. Contractor Obligations

A. CONTRACTOR shall devote such time as reasonably necessary for the satisfactory performance of the work under this Agreement. Should CITY require additional services not included under this Agreement, CONTRACTOR shall make reasonable effort to provide such additional services at mutually agreed charges or rates, and within the time schedule prescribed by CITY; and without decreasing the effectiveness of the performance of services required under this Agreement.

B. To the extent reasonably necessary for CONTRACTOR to perform the services under this Agreement, CONTRACTOR shall be authorized to engage the services of any agents, assistants, persons, or corporations that CONTRACTOR may deem proper to aid or assist in the performance of the services under this Agreement with the prior written approval of CITY. The cost of such personnel and assistance shall be a reimbursable expense to CONTRACTOR only if authorized in writing in advance by CITY.

C. Unless otherwise agreed, CONTRACTOR shall provide and pay for all materials, supplies, machinery, equipment, tools, superintendence, labor, insurance, and all water, light, power, fuel, transportation and all other facilities necessary for the execution and completion of the work covered by the Scope of Services. Unless otherwise specified, all materials shall be new and both workmanship and materials shall be of a good quality. CONTRACTOR shall, if required, furnish satisfactory evidence as to the kind and quality of materials. Materials or work described in words that so applied have well known, technical or trade meaning shall be held to refer to such recognized standards.

D. CONTRACTOR shall comply with all laws, ordinances, rules and regulations governing CONTRACTOR's performance of this Agreement.

E. All minor details of the work not specifically mentioned in the Scope of Services or Project Drawings but obviously necessary for the proper completion of the work, such as the proper connection of new work to old, shall be considered as incidental to and a part of the work for which the prices are set forth in this Agreement. CONTRACTOR will not be entitled to any additional compensation therefor unless specifically stated otherwise. Otherwise the term "extra work" as used in this Agreement shall be understood to mean and include all work that may be required by CITY to be done by CONTRACTOR to accomplish any alteration or addition to the work as shown on the Project Drawings. It is agreed that CONTRACTOR shall perform all extra work under the direction of the City's Representative when presented with a written work order signed by the City's Representative, subject, however, to the right of CONTRACTOR to require written confirmation of such extra work order by CITY. Payment for extra work shall be as agreed in the work order.

F. CONTRACTOR agrees to indemnify, defend, and save CITY harmless from all claims growing out of any demands of subcontractors, laborers, workmen, mechanics, materialmen, and suppliers of machinery and parts thereof, equipment, power tools, all supplies incurred in the furtherance of the performance of this Agreement. When CITY requests, CONTRACTOR shall furnish satisfactory evidence that all obligations of the nature hereinabove designated have been paid, discharged or waived.

Section 5. Payment

A. CITY agrees to pay CONTRACTOR for all services authorized in writing and properly performed by CONTRACTOR in a total amount not to exceed ONE MILLION SEVEN HUNDRED AND FORTY-THREE THOUSAND AND FORTY-THREE AND NO/100 DOLLARS (\$1,743,043) ("Contract Price"), subject to additions or deletions for changes or extras agreed upon in writing. Unless otherwise provided herein, payment to CONTRACTOR shall be monthly based on the CONTRACTOR'S monthly progress report and detailed monthly itemized statement for services that shows the names of the

CONTRACTOR'S employees, agents, contractors performing the services, the time worked, the actual services performed, and the rates charged for such services, in a form reasonably acceptable to CITY. CITY shall pay such monthly statements within thirty (30) days after receipt and CITY verification of the services.

B. CITY may deduct from any amounts due or to become due to CONTRACTOR any sum or sums owing by CONTRACTOR to CITY. In the event of any breach by CONTRACTOR of any provision or obligation of this Agreement, or in the event of the assertion by other parties of any claim or lien against CITY, or the CITY'S premises, arising out of CONTRACTOR's performance of this Agreement, CITY shall have the right to retain out of any payments due or to become due to CONTRACTOR an amount sufficient to completely protect the CITY from any and all loss, damage or expense therefrom, until the breach, claim or lien has been satisfactorily remedied or adjusted by CONTRACTOR.

C. CITY may, on account of subsequently discovered evidence, withhold the whole or part of any payment to such extent as may be necessary to protect itself from loss on account of:

- (1) Defective work not remedied;
- (2) Claims filed or reasonable evidence indicating possible filing of claims;
- (3) Failure of CONTRACTOR to make payments promptly to subcontractors or for material or labor which CITY may pay as an agent for the CONTRACTOR; or
- (4) Damages to another contractor or subcontractor.

When the above grounds are removed, or CONTRACTOR provides a surety bond satisfactory to CITY which will protect CITY in the amount withheld because of said grounds, CITY will release the amounts withheld.

Section 6. Responsibilities

A. CONTRACTOR shall be responsible for the professional quality, technical accuracy, and the coordination of all materials, construction, installation and other services furnished by CONTRACTOR under this Agreement. CONTRACTOR shall, without additional compensation, correct or revise any errors or deficiencies in the installation and construction of the Project components to conform as shown in the Project drawings and specifications.

B. Neither CITY's review, approval or acceptance of, nor payment for any of the services required under this Agreement, shall be construed to operate as a waiver of any rights under this Agreement or of any cause of action arising out of the performance of this Agreement, and CONTRACTOR shall be and remain liable to CITY in accordance with applicable law for all damages to CITY caused by CONTRACTOR's negligent performance of any of the services furnished under this Agreement.

C. The rights and remedies of CITY under this Agreement are as provided by law.

Section 7. Time for Performance

A. CONTRACTOR shall perform all services as provided for under this Agreement in a proper, efficient, timely, and professional manner in accordance with CITY'S requirements. The time for performance under this Agreement is One Hundred and Eighty (180) calendar days. Accordingly, CONTRACTOR shall complete all work related to the Project on or before the 180th calendar day following the date of CITY'S written notice to proceed to CONTRACTOR.

B. In the event CONTRACTOR's performance of this Agreement is delayed or interfered with by acts of the CITY or others, CONTRACTOR may request an extension of time for the performance of same as hereinafter provided, but shall not be entitled to any increase in fee or price, or to damages or additional compensation as a consequence of such delays.

C. No allowance of any extension of time, for any cause whatever, shall be claimed or made to CONTRACTOR, unless CONTRACTOR shall have made written request upon CITY for such extension within forty-eight (48) hours after the cause for such extension occurred, and unless CITY and CONTRACTOR have agreed in writing upon the allowance of additional time to be made.

D. CONTRACTOR understands and agrees that time is of the essence of this contract, and that for each day of delay beyond the number of calendar days agreed upon for the completion of the work herein specified and contracted for (after due allowance for such extension of time as may otherwise be provided for extension of time herein), the Owner may withhold permanently from the Contract Price an amount equal to \$2,000 per day.

E. In case CONTRACTOR should abandon and fail or refuse to resume work within ten (10) days after written notification from the City, or if CONTRACTOR fails to comply with the orders of the CITY, when such orders are consistent with the Contract Documents, then, and in that case, where performance and payment bonds exist, the Sureties on these bonds may be notified in writing by CITY and directed to complete the work (at CITY'S sole discretion), and a copy of said notice shall be delivered to CONTRACTOR. After receiving said notice of abandonment, CONTRACTOR shall not remove from the work any machinery, equipment, tools, materials or supplies then on the job, but the same, together with any materials and equipment under contract for the work, may be held for use on the work by the CITY or the Surety on the performance bond, or another contractor in completion of the work; and CONTRACTOR shall not receive any rental or credit therefor, it being understood that the use of such equipment and materials will ultimately reduce the cost to complete the work and be reflected in the final settlement. Nothing in this section shall be deemed a waiver of any remedy available to the CITY under this Agreement and the CITY shall retain all remedies upon default provided in Section 14 herein.

(1) In case the Surety should fail to commence compliance with the notice for completion hereinbefore provided for, within Ten (10) days after service such notice, then the CITY may provide for completion of the work in either of the following elective manners:

- a. The CITY may employ such force of labor and use such machinery, equipment, tools, materials and supplies as said CITY may deem necessary to complete the work and charge the expense of such labor, machinery, equipment, tools, materials and supplies to said CONTRACTOR, and expense so charged shall be deducted and paid by the CITY out of such moneys as may be due, or that may thereafter at any time become due to the CONTRACTOR under and by virtue of this Agreement. In case such expense is less than the sum which would have been payable under this contract, if the same had been completed by the CONTRACTOR, then said CONTRACTOR shall receive the difference. In case such expense is greater than the sum which would have been payable under this contract, if the same had been completed by said CONTRACTOR, then the CONTRACTOR and/or its Surety shall pay the amount of such excess to the CITY; or
- b. The CITY under sealed bids, when and in the manner required by law, may let the contract for the completion of the work under substantially the same terms and conditions which are provided in this Agreement. In the case of any increase in cost to the CITY under the new contract as compared to what would have been the

cost under this Agreement, such increase shall be charged to the CONTRACTOR and the Surety shall be and remain bound therefor. However, should the cost to complete any such new contract prove to be less than what would have been the cost to complete under this Agreement, the CONTRACTOR and/his Surety shall be credited therewith.

Section 8. Ownership of Project; Bill of Sale

A. CONTRACTOR warrants that title to all work, including all equipment and materials incorporated into the Project, will pass to CITY no later than the time of final payment. CONTRACTOR further warrants that upon payment by CITY, all Work for which payments have been received from CITY shall be free and clear of liens, claims, security interests or other encumbrances in favor of CONTRACTOR or any other person or entity whatsoever.

B. CONTRACTOR agrees to assign to CITY at the time of completion of the Scope of Services all manufacturer's warranties relating to equipment, materials and labor used in the Project and further agrees to perform the Project in such manner to preserve all manufacturer's warranties. If necessary as a matter of law, CONTRACTOR may retain the right to enforce directly any such manufacturers' warranties during the one year period following the date of acceptance of the Project by City.

Section 9. Termination

A. CITY may suspend or terminate this Agreement for cause or without cause at any time by giving written notice to CONTRACTOR. In the event suspension or termination is without cause, payment to CONTRACTOR, in accordance with the terms of this Agreement, will be made based on services reasonably determined by CITY to be satisfactorily performed to the date of suspension or termination. Such payment will be due upon delivery of all instruments of service to CITY.

B. If CITY requires a modification of this Agreement with CONTRACTOR, and in the event CITY and CONTRACTOR fail to agree upon a modification to this Agreement, CITY shall have the option of terminating this Agreement and CONTRACTOR's services hereunder at no additional cost other than the payment to CONTRACTOR, in accordance with the terms of this Agreement, for the services reasonably determined by CITY to be properly performed by CONTRACTOR prior to such termination date.

Section 10. Insurance

A. CONTRACTOR shall during the term hereof maintain in full force and effect the following insurance:

- (1) a comprehensive general liability policy of insurance for bodily injury, death and property damage insuring against all claims, demands or actions relating to the CONTRACTOR's performance of services pursuant to this Agreement with a minimum combined single limit of not less than \$2,000,000.00 per occurrence and \$4,000,000.00 aggregate for injury to persons (including death), and for property damage; and
- (2) a policy of automobile liability insurance covering any vehicles owned and/or operated by CONTRACTOR, its officers, agents, and employees, and used in the performance of this Agreement with policy limits of not less than \$500,000.00 combined single limit and aggregate for bodily injury and property damage; and

- (3) statutory Worker's Compensation Insurance at the statutory limits and Employers Liability covering all of CONTRACTOR's employees involved in the provision of services under this Agreement with policy limit of not less than \$500,000.00.

B. All insurance and certificate(s) of insurance shall:

- (1) provide for at least thirty (30) days prior written notice to CITY for cancellation or non-renewal of the insurance; and
- (2) name CITY, its officers, and employees as additional insureds as to all applicable coverage with the exception of Workers Compensation Insurance; and
- (3) provide for a waiver of subrogation against CITY for injuries, including death, property damage, or any other loss to the extent the same is covered by the proceeds of insurance.

C. All insurance companies providing the required insurance shall be authorized to transact business in Texas and rated at least "A" by AM Best or other equivalent rating service.

D. A certificate of insurance evidencing the required insurance and all endorsements shall be submitted prior to commencement of services. Contractor shall provide written notice to CITY of any material change of or to the insurance required herein.

Section 11. Indemnification.

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

Section 12. Assignment

CONTRACTOR shall not assign or sublet this Agreement, or any part thereof, without the prior written consent of CITY.

Section 13. Applicable Laws

CONTRACTOR shall comply with all Federal, State, County and Municipal laws, ordinances, regulations, safety orders, resolutions and building codes relating or applicable to services to be performed under this Agreement. The laws of the State of Texas shall govern this Agreement; and venue for any action concerning this Agreement shall be in the State District Court of Tarrant County, Texas. The parties agree to submit to the personal and subject matter jurisdiction of said court

Section 14. Default of CONTRACTOR

In the event CONTRACTOR fails to comply or becomes disabled and unable to comply with the provisions of this Agreement as to the quality or character of the service or time of performance, and the failure is not corrected within ten (10) days after written notice by CITY to CONTRACTOR, CITY may, at its sole discretion without prejudice to any other right or remedy:

A. Terminate this Agreement and be relieved of the payment of any further consideration to CONTRACTOR except for all work determined by CITY to be satisfactorily completed prior to termination. Payment for work satisfactorily completed shall be for actual costs, including reasonable salaries and travel expenses of CONTRACTOR to and from meetings called by CITY at which CONTRACTOR is required to attend, but shall not include any loss of profit of CONTRACTOR. In the event, of such termination, CITY may proceed to complete the services in any manner deemed proper by CITY, either by the use of its own forces or by resubletting to others.

B. CITY may, without terminating this Agreement or taking over the services, furnish the necessary materials, equipment, supplies and/or help necessary to remedy the situation, at the expense of CONTRACTOR.

Section 15. Adjustments in Services

No claims for extra services, additional services or changes in the services will be made by CONTRACTOR without a written agreement with CITY prior to the performance of such services.

Section 16. Execution Becomes Effective

This Agreement will be effective upon signing of the Agreement by authorized representatives of CONTRACTOR and CITY.

Section 17. Agreement Amendments

This Agreement contains the entire understanding of the parties with respect to the subject matter hereof and there are no oral understandings, statements or stipulations bearing upon the meaning or effect of this Agreement which have not been incorporated herein. This Agreement may only be modified, amended, supplemented or waived by a written instrument executed by the parties except as may be otherwise provided therein.

Section 18. Severability.

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

Section 19. Independent Contractor.

In satisfying the conditions of and providing the services under this Agreement, CONTRACTOR is acting independently, and CITY assumes no responsibility or liabilities to any third party in connection with CONTRACTOR's actions. All services to be performed by CONTRACTOR pursuant to this Agreement shall be in the capacity of an independent contractor and not as an agent or employee of CITY. CONTRACTOR shall supervise the performance of its services and shall be entitled to control the manner and means by which its services are to be performed, subject to the terms of this Agreement. There is no intended third-party beneficiary to this Agreement.

Section 20. Right-Of-Access.

CITY will obtain and/or furnish right-of-access on any project site for CONTRACTOR to perform any required studies, surveys, tests or other necessary investigations in relation to the Scope of Services. CONTRACTOR will take reasonable precautions to minimize damage to the personal or real property in the performance of such surveys, tests, studies and investigations.

Section 21. Notice.

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

If to CITY:	City Manager Attn: Jerry Ducay City of Colleyville 100 Main Street Colleyville, Texas 76034
With copy to:	Whitt L. Wyatt, City Attorney c/o City Secretary 100 Main Street, 3 rd Floor Colleyville, Texas 76034
If to CONTRACTOR:	Bean Electrical, Inc. Attn: Roy E. Bean II President 821 E. Enon Ave. Fort Worth, Texas 76140

Section 22. Counterparts

This Agreement may be executed by the parties hereto in separate counterparts, each of which when so executed and delivered shall be an original, but all such counterparts shall together constitute one and the

same instrument. Each counterpart may consist of any number of copies hereof each signed by less than all, but together signed by all of the parties hereto.

Section 23. Recitals; Exhibits.

All recitals and exhibits attached hereto are incorporated and made a part hereof for all purposes.

Section 24. Survival of Obligations.

Any of the representations and obligations of the parties, as well as any rights and benefits of the parties pertaining to a period of time following the termination of this Agreement shall survive termination.

Section 25. Sales and Use Taxes

CONTRACTOR understands and acknowledges that CITY is a governmental entity and exempt from the payment of sales and use taxes for certain materials and equipment conveyed to City as part of this Project or otherwise incorporated into the Project. CITY agrees to provide CONTRACTOR such documentation as may otherwise be required by state law to allow CONTRACTOR to avoid payment of sales and uses taxes for materials and equipment with respect to the Project to the extent allowed by law.

Signature page to follow

EXECUTED on December 17, 2019

CITY OF COLLEYVILLE, TEXAS

By: _____
Jerry Ducay, City Manager

ATTEST:

Christine Loven, City Secretary

APPROVED AS TO FORM:



Whitt L. Wyatt, City Attorney
Staff:NF:Date:December 6, 2019:v4.2019

EXECUTED on this the ____ day of _____ 2019.

CONTRACTOR
Bean Electrical, Inc.

By: _____
Roy E. Bean II
President

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.

Bean Electrical, Inc.
Everman, TX United States

Certificate Number:
2019-567598

Date Filed:

12/06/2019

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.

2020-007 Lighting Pkg
Colleyville Blvd Lighting Package

4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary
	Bean, Roy	Fort Worth, TX United States	X	

5 Check only if there is NO Interested Party.

☐

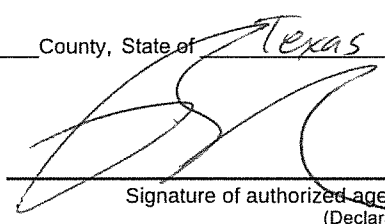
6 UNSWORN DECLARATION

My name is Roy E Bean, and my date of birth is 3-11-66.

My address is 9801 Oak Grove Rd, Fort Worth, TX, 76140.
(street) (city) (state) (zip code) (country)

I declare under penalty of perjury that the foregoing is true and correct.

Executed in Tarrant County, State of Texas, on the 6th day of December, 2019.
(month) (year)


Signature of authorized agent of contracting business entity
(Declarant)

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.**

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city of Colleyville

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2020-007 Lighting Pkg
Colleyville Blvd Lighting Package

4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary
	Bean, Roy	Fort Worth, TX United States	X	

5 Check only if there is NO Interested Party.

☐**6 UNSWORN DECLARATION**

My name is _____, and my date of birth is _____.

My address is _____, _____, _____, _____, _____.
(street) (city) (state) (zip code) (country)

I declare under penalty of perjury that the foregoing is true and correct.

Executed in _____ County, State of _____, on the _____ day of _____, 20____.
(month) (year)

Signature of authorized agent of contracting business entity
(Declarant)

RESOLUTION R-19-4420

A RESOLUTION APPROVING CITY COUNCIL ACTION UNDER CONSENT ITEMS AT THE REGULAR CITY COUNCIL MEETING OF SEPTEMBER 17, 2019

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 3, 2019
 - b. Approval of the minutes of the City Council Worksession of August 27, 2019
 - c. Approval to amend the authorized representatives for investment in the Texas Local Government Investment Pool (TexPool/Texpool Prime) as required by TexPool Participant Services
 - d. Adoption of the Fiscal Year 2020 to 2024 Capital Improvement Program (CIP)
 - e. Approval of an amendment to the Professional Services Agreement with Baird, Hampton & Brown, amending the design parameters for the Pleasant Run Water Line Project (from John McCain to N. City Limits) to include an emergency interconnect meter and vault, full-depth pavement rehabilitation, drainage improvements, and a hike and bike trail, in an amount not to exceed \$161,360.00, and authorize the City Manager to execute the amendment
 - f. Approval of a construction services agreement with Northridge Construction Group, for the Fire Station Renovation Project, in an amount not to exceed \$368,983, and authorizing the City Manager to execute the agreement

- g. Approval of an amendment to the Professional Services Agreement with TranSystems, amending the design parameters to include modifying current design of the Bluebonnet package and performing an environmental study of the Bluebonnet area, in an amount not to exceed \$121,382.00, and authorize the City Manager to execute the amendment
- h. Approval of the continuance of the Grounds Maintenance Mowing Contract with Whitmore and Sons, Inc., in an amount not to exceed \$206,623.40, 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
- i. Approval of an Interlocal Agreement between the City of Colleyville and the DFW International Airport Board for the provision of K-9 explosive detection services for special events, and authorizing the City Manager to execute the agreement
- j. Approval of an Interlocal Agreement with Tarrant County for the rehabilitation of Curtis Road, Herbert Road, Shelton Drive, Beverly Drive, Leta Lane/Duane Street, and Suellen, Circle and authorizing the City Manager to execute the agreement

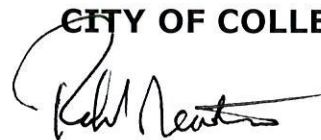
AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF **7** AYES, **0** NAYS ON THIS THE 17TH DAY OF SEPTEMBER 2019.

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>Aye</u>	Place 5, Chuck Kelley	<u>Aye</u>
Place 6, Callie Rigney	<u>Aye</u>		

ATTEST:

Christine Loven, TRMC
City Secretary

CITY OF COLLEYVILLE

Richard Newton
Mayor



City of Colleyville City Council Agenda Briefing

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

Agenda Number 5a
Type Presentation
Department City Secretary

Agenda Date 12/17/2019

Number

Title

Monthly Financial Report - November 2019

Strategic Plan

- 1.1 Actively involve and engage stakeholders
- 1.4 Communicate thoroughly and strategically
- 2.4 Demonstrate stewardship of public resources

Explanation

General Fund

November marks the end of the second month for FY20. As of this month, the General Fund's expenditures are outpacing revenues by \$1.4 million. This trajectory is expected, as the bulk of our major revenues (sales tax and property tax) will not hit our bank until December. Meanwhile, our expenditures (primarily personnel in nature) continue to occur on a regular basis.

Ad Valorem tax revenue.

Historically, the majority of the City's property taxes don't come in until December at the earliest. However, we did receive a little over \$1 million through November, 5.5% higher than FY19.

Sales tax revenue.

While it didn't hit our bank account in November, we did receive our October collections last week. As of now, we are 8.5% ahead of last year.

Utility Fund

As of November, the Utility Fund has earned \$3.1 million in revenue and expensed \$1.2 million of its annual budget. While FY19 was a low consumption year for water, FY20 started off to be a much more typical year. For reference, FY19 had 16.5 inches of rain at this point, while this year has only seen 6.2 inches.

Debt Service Fund

Because the Debt Service Fund is paid from through the Interest & Sinking

portion of our property tax rate, we won't see the majority of our revenue here for another month at least. As of November, however, the fund is running a small surplus of \$14k. It should be noted that while the influx of property tax receipts will push this fund into a large surplus in the second quarter, we do plan to draw on \$50k in excess fund balance by the end of the year.

Drainage Fund

To date, the Drainage Fee Fund has received \$172k, or 18%, of its budgeted revenues and spent \$80k, or 10%, of its budgeted expenses.

Financial Impact

There is no fiscal impact for this item.

Recommendation

None

Attachments

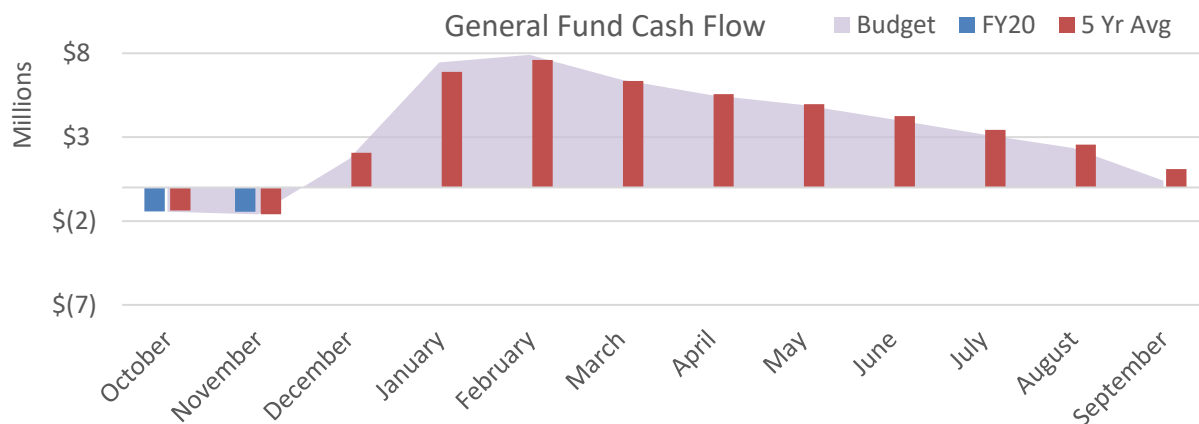
1. November 2019 MFR
2. November 2019 and Year End FY19

Monthly Financial Report - November 2019

General Fund

	Budget	YTD	% of Budget	FY19 YTD	FY19 % of Budget
Revenues	\$ 24,589,177	\$ 1,723,682	7%	\$ 1,610,646	7%
Expenditures	\$ 24,182,805	\$ 3,171,315	13%	\$ 3,158,574	13%
	\$ 406,372	\$ (1,447,633)		\$ (1,547,928)	

Through October, the General Fund has collected 7% of its budgeted revenue and spent 13% of its budgeted expenditures. Being the second month of the new fiscal year, the City has yet to realize any sales tax collections, although the first remittance will come to the City in December. Similarly, property tax collections tend to be very low this time of year. As such, the cash flow trajectory we are seeing is very typical of our operations, as the graph below shows. Approximately \$14.6 million in property tax receipts will hit our bank through the second quarter (Jan.-Mar.), and Colleyville should run a decreasing surplus through the remainder of the year.



General Fund Highlights

Revenue (FY20/FY19)

Property Tax	+ \$57k	Sales Tax	\$00k	Total Rev	+ \$113k
	↑		→		↑

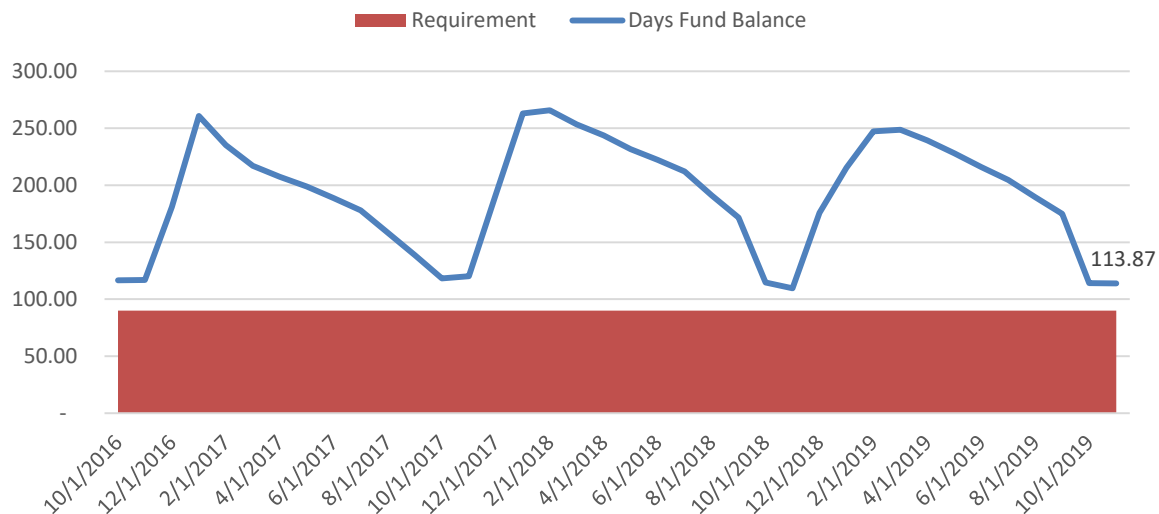
Expenditures (FY20/FY19)

Personnel	+ \$28k	Contractual	+ \$98k	Supplies	-\$114k
	↑		↑		↓
Capital	\$00k	Transfers	\$00k	Total Exp	+ \$13k
	→		→		↑

Being early in the year, there isn't a lot we can glean from our data at this point unless we see a very uncharacteristic variance. Thankfully, nothing looks out of place. Our major revenues are low, as we would expect, and personnel costs are in line with our pay period schedule. Supplies and contractual are in line with expectations, and capital and transfer costs will occur later in the year.

Monthly Financial Report - November 2019

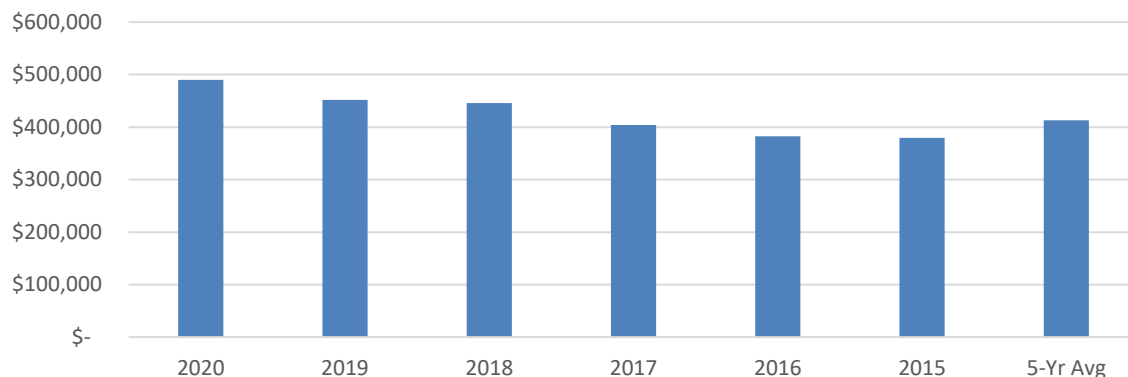
General Fund Balance



Due to the predictable cash flow, the General Fund's cash balance follows a similar trend. Peaking early in the calendar year when property taxes are paid, this balance comes down gradually into August with a steeper decline in September. This year-end decline is due to the City's policy of transferring surplus cash into the capital projects fund.

Sales Tax Revenue

October Sales Tax Receipts (Comparison)



FY20/Budget	FY20/FY19
↑ 14.9%	↑ 8.6%

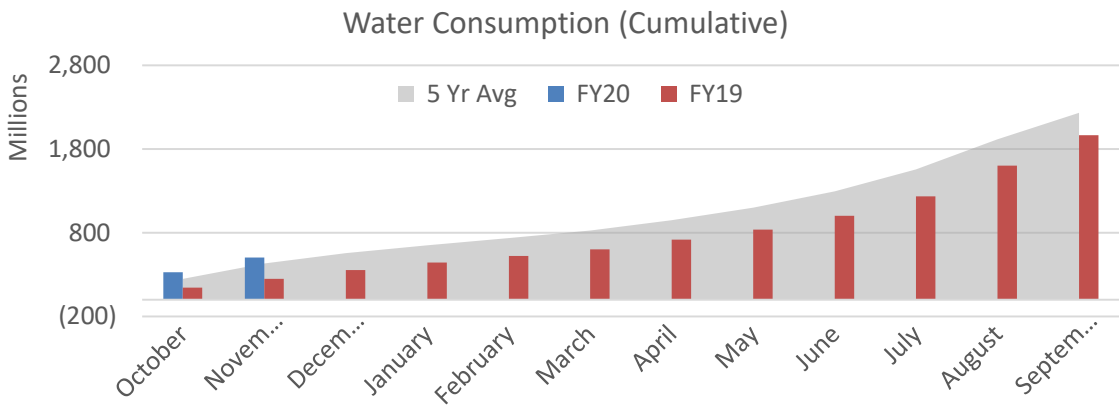
Fiscal Year 2019 was volatile for Colleyville's sales tax receipts, with several months of low collections interspersed with more favorable periods. However, FY20 is starting off on a positive note. Collections for our first month of the fiscal year are well ahead of what we saw in the previous five years, as well as our budget. Cities in the DFW area and all around Texas are seeing similar results.

Monthly Financial Report - November 2019

Water/Wastewater Utility Fund

	Budget	YTD	% of Budget	FY19 YTD	FY19 % of Budget
Revenues	\$ 17,555,789	\$ 3,171,895	18%	\$ 2,080,875	13%
Expenditures	\$ 17,555,789	\$ 1,245,482	7%	\$ 1,452,375	9%
	\$ -	\$ 1,926,414		\$ 628,500	

Through the first month of the fiscal year, the Utility Fund has collected 18% of its budgeted revenue and spent 7% of its budgeted expenditures. We're seeing a sizeable year-to-date surplus of \$1.9 million, which stands in contrast to FY19. This swing is driven primarily by water consumption that is substantially higher than FY19 and the five-year average (October alone received over 11 fewer inches in rain than October of FY19 and 2 fewer inches than the average October). For the typical water consumption trajectory, please see the graph below.



Utility Operation Highlights

Avg Customer Count

FY20/FY19



0.6%

YTD Rainfall (Inches)

FY20/FY19



-11.24

Expenditures (FY20/FY19)

Personnel	+ \$31k	Contractual	-\$81k	Supplies	-\$284
Capital	+ \$1k	Transfers	\$00k	Total Exp	-\$207k

Colleyville's rate structure enables the City to more easily manage years of low consumption, which is what we've seen through FY19. While FY20 is starting out to be a higher consumption year, it should be noted that the majority of the City's variable rate is comprised of a direct pass-through to TRA for water costs. The goal of this fund is to break-even at the end of the year.

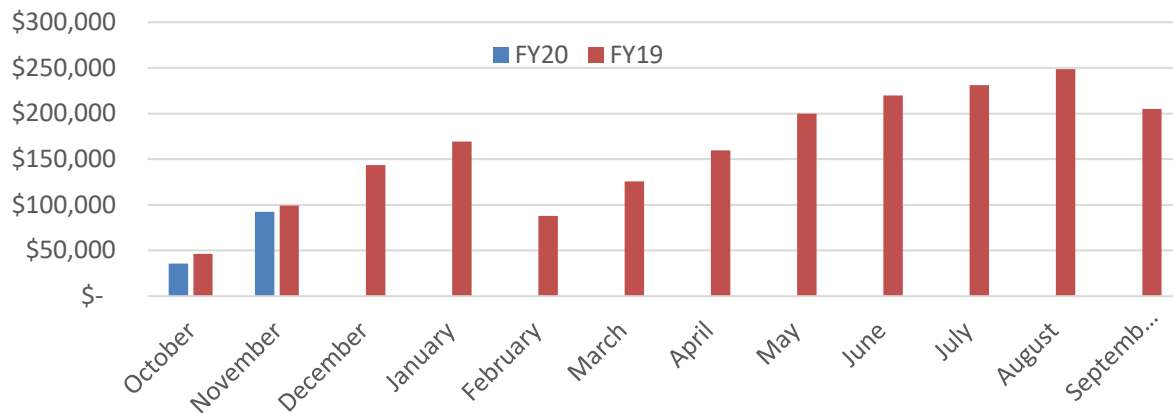
Monthly Financial Report - November 2019

Drainage Utility Fund

	Budget	YTD	% of Budget	FY19 YTD	FY19 % of Budget
Revenues	\$ 978,508	\$ 172,660	18%	\$ 175,044	18%
Expenditures	\$ 795,844	\$ 80,330	10%	\$ 69,948	9%
	\$ 182,664	\$ 92,329		\$ 105,096	

To date, the Drainage Utility Fund has received 18% of its budgeted revenue and spent 10% of its budgeted expenditures. This fund's cash flow is tracking as expected, with a decent surplus showing in the second month of the year. Drainage fee revenues tend to average at 1.5% higher than the previous fiscal year, although at this point we're seeing growth of less than 1% for FY20.

FY20 vs. FY19 Cash Flow



Drainage Fund Operation Highlights

Revenue - Drainage Fees

FY20/FY19 1.0%

FY20/5-Yr Avg 4.3%

Expenditures (FY20/FY19)

Personnel	+ \$1k
Supplies	+ \$1k
Debt Service	-\$1k

Note: this fund's debt service is scheduled to be retired in Fiscal Year 2021.

Contractual	+ \$9k
Capital/Xfers	\$00k
Total Exp.	+ \$10k

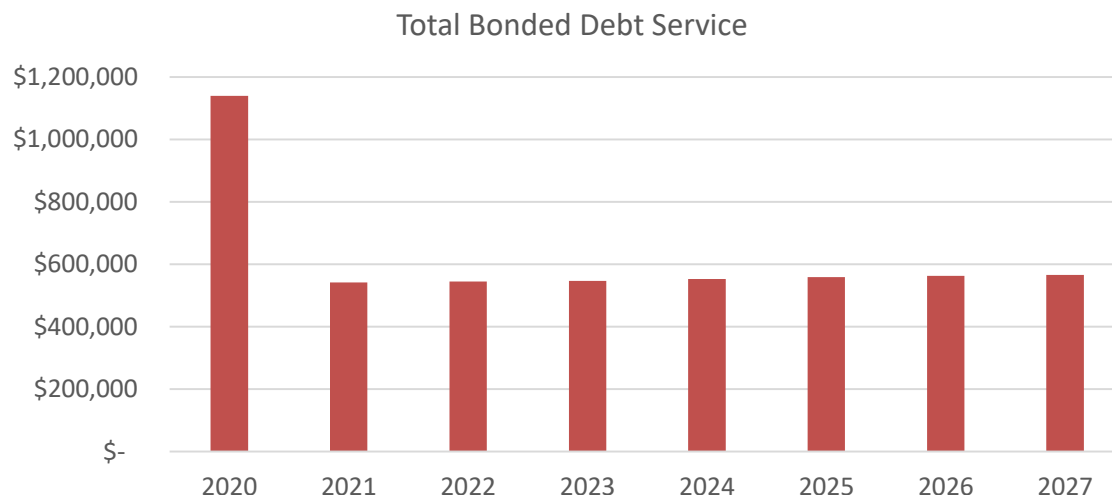
Monthly Financial Report - November 2019

Debt Service Fund

	Budget	YTD	% of Budget	FY19 YTD	FY19 % of Budget
Revenues	\$ 1,356,398	\$ 62,750	5%	\$ 57,624	3%
Expenditures*	\$ 1,406,398	\$ 48,485	3%	\$ 164,886	9%
	\$ (50,000)	\$ 14,265		\$ (107,262)	

Similar to our General Fund's property tax collections, the Debt Service fund won't see most of its major revenue until later in the year. Cash flow for this fund is very predictable, as most revenues are recognized in December and debt service payments occur twice annually. As of November's figures, the fund is running a small surplus of 14k. Costs added to the budget for this year include the lease of a new ambulance for Colleyville's emergency response. With Colleyville's current debt service schedule, all bonded debt is on track to be paid off by FY27.

*Please note that staff has planned to rely on \$50k of excess fund balance to pay for this year's costs.



For any questions or comments regarding this report, please contact:

Kyle Lester
 Finance Director
 City of Colleyville, TX
klester@colleyville.com
 817-503-1014



Agenda Item - Items not for council action

Monthly Financial Report November 2019

City Council Meeting
December 17, 2019

Year-End FY19



Fund	Ending Balance	Over/(Under) Budget	Action
General Fund	\$ 2,516,080.56	\$ 2,449,607.56	Transfer to General Capital Projects Fund
Utilities Fund	\$ 1,472,576.49	\$ 1,472,576.49	Transfer to Utility Capital Projects Fund
Drainage Fund	\$ 203,074.38	\$ 1,762.38	Keep in fund balance
Debt Service Fund	\$ 146,891.82	\$ 146,891.82	Keep in fund balance

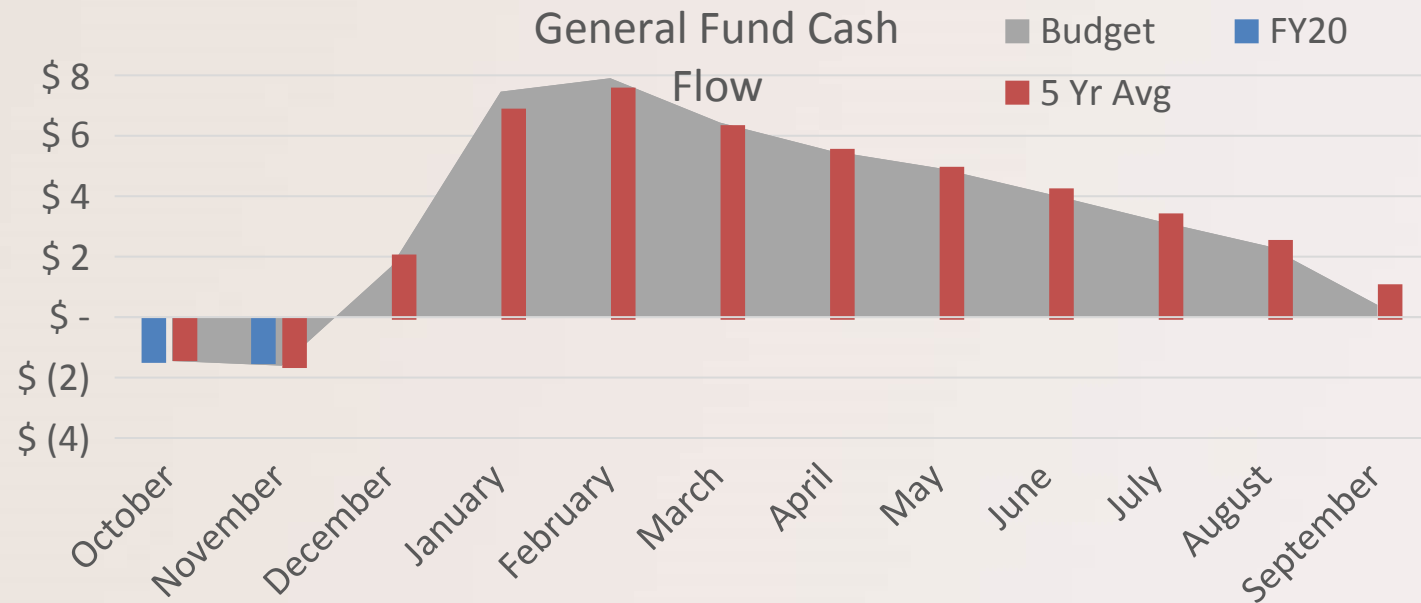
General Fund	Budget	Actual	Compared to Budget
Total Revenue	\$ 24,110,961	\$ 25,200,756	\$ 1,089,795
Total Expenditures	\$ 24,044,488	\$ 22,684,675	\$ 1,359,813
Effect on Fund Balance	\$ 66,473	\$ 2,516,081	\$ 2,449,608

Utilities Fund	Budget	Actual	Compared to Budget
Total Revenue	\$ 16,405,604	\$ 15,167,016	\$ (1,238,588)
Total Expenditures	\$ 16,405,604	\$ 13,694,440	\$ 2,711,164
Effect on Fund Balance	\$ -	\$ 1,472,576	\$ 1,472,576

General Fund



General Fund						
	Budget		YTD		% of Budget	
Revenues	\$	24,589,177	\$	1,723,682	7%	\$ 1,610,646
Expenditures	\$	24,182,805	\$	3,171,315	13%	\$ 3,158,574
	\$	406,372	\$	(1,447,633)		\$ (1,547,928)

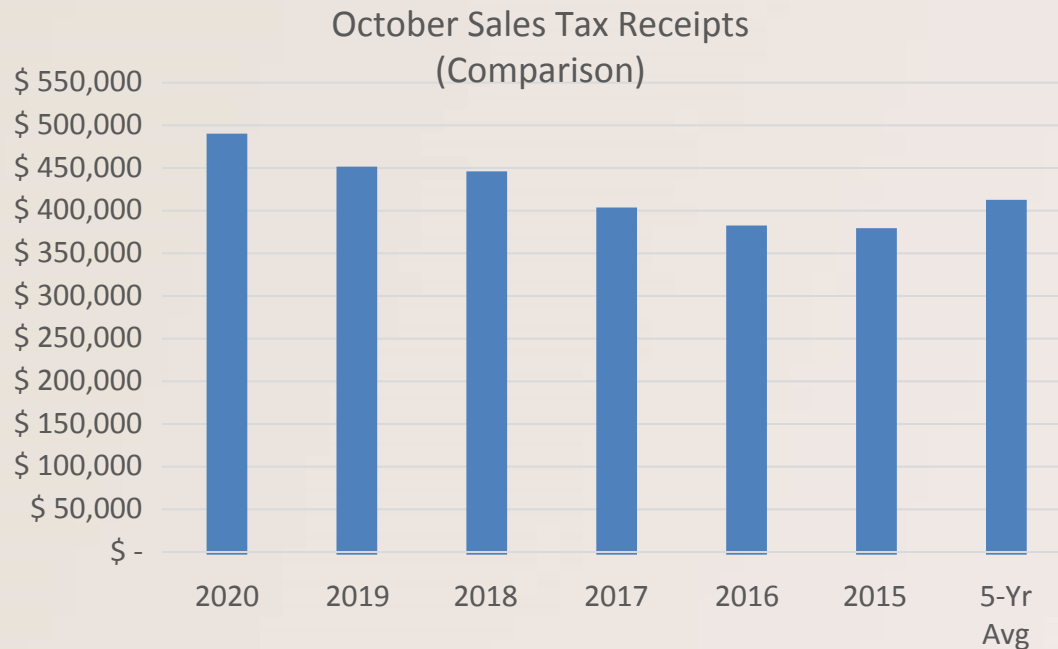


Sales Tax Highlight

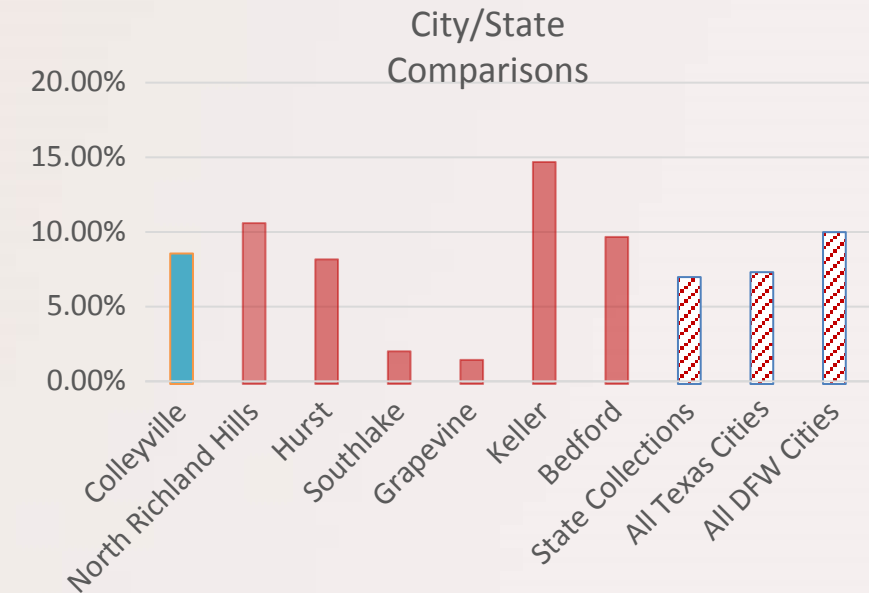


Headline: October collections outpaced every year since 2015

FY20 YTD Receipts compared to Previous Years



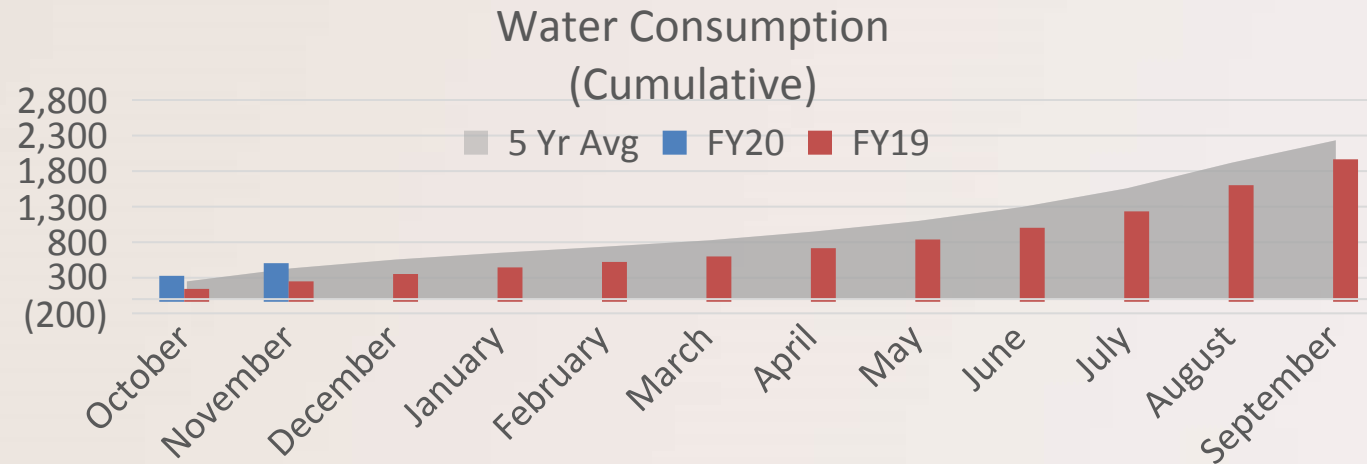
City/State Comparisons



Utility Fund



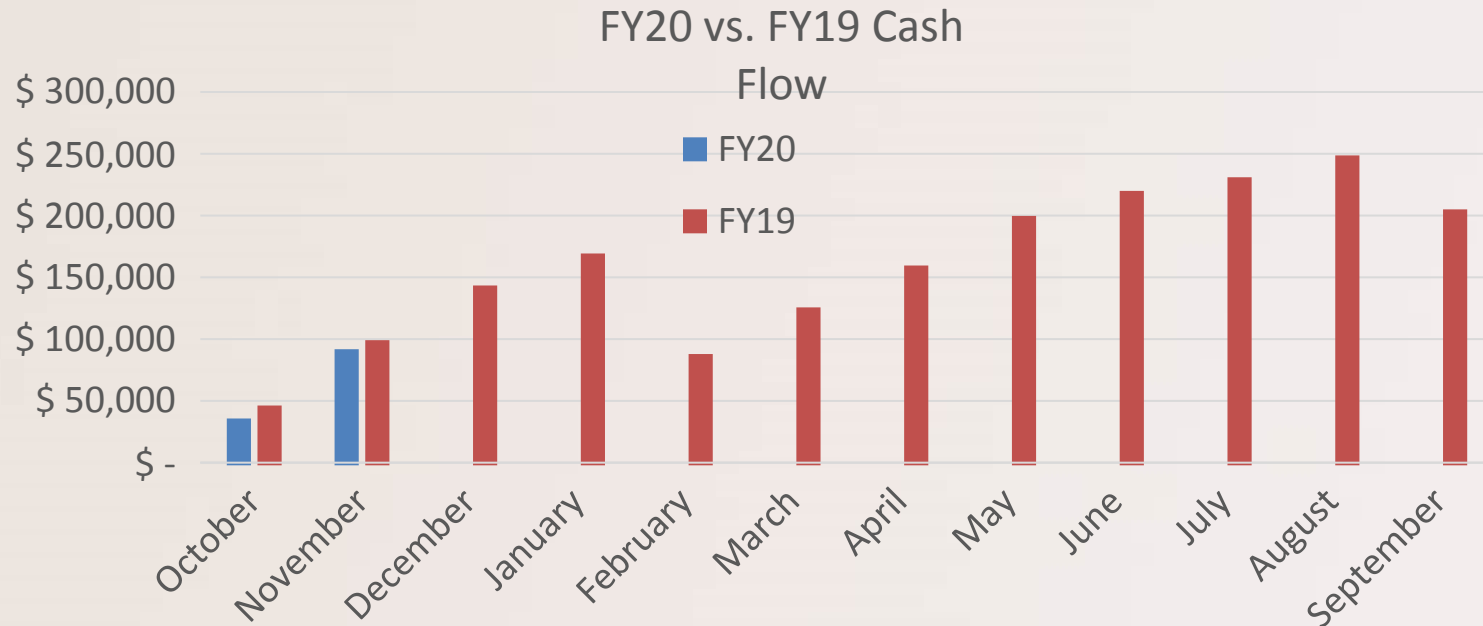
Utility Fund						
	Budget		YTD	% of Budget	FY19 YTD	FY19 % of Budget
Revenues	\$	17,555,789	\$	3,171,895	18%	\$ 2,080,875 13%
Expenditures	\$	17,555,789	\$	1,245,482	7%	\$ 1,452,375 9%
	\$	-	\$	1,926,414		\$ 628,500



Drainage Fund



Drainage Fund					
	Budget	YTD	% of Budget	FY19 YTD	FY19 % of Budget
Revenues	\$ 978,508	\$ 172,660	18%	\$ 175,044	18%
Expenditures	\$ 795,844	\$ 80,330	10%	\$ 69,948	9%
	\$ 182,664	\$ 92,329		\$ 105,096	





City of Colleyville City Council Agenda Briefing

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

Agenda Number 5b

Agenda Date 12/17/2019

Number

Type Report

Department City Manager

Title

Quarterly Performance Management Report

Explanation

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

The attached spreadsheet includes the fourth and final quarter of actual data for FY 2019. For performance measures, the FY 2019 year-to-date (YTD) actual numbers are compared to the FY 2019 target that was established by the responsible department and are color coded as listed below. Vital statistics do not have a FY 2019 target and are therefore not color coded, as those metrics represent information that is important to track, but are not necessarily appropriate to set targets for.

Gray - Data not available at this time

Green - Performance met or exceeded the target

Yellow - Performance was near the target, but did not meet it

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

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

Attachments

1. FY 2019 Q4 Performance Management Report

PUBLIC SAFETY

		Program	Goal	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019 Target	FY 2019 YTD
Performance Measures	Percentage of code violations located proactively	Code Enforcement	Safeguard Colleyville's identity	80%	69%	70%	79%	75%	≥ 50%	85%
	Number of UCR Part 1 Crimes	Police Administration	Deliver high quality core services	160	141	158	146	162	≤ 120	176
	Percentage of UCR Part 1 Offenses cleared	Criminal Investigations	Deliver high quality core services	30%	31%	28%	29%	41%	≥ 30%	23%
	Percentage of crime victims contacted by investigators within 3 days	Criminal Investigations	Deliver high quality core services	98%	100%	100%	97%	99%	≥ 99%	99%
	Average Priority 1 response time (call dispatch to arrival)	Police Patrol	Deliver high quality core services	4:03	3:12	3:25	3:36	3:42	≤ 5:00	3:18
	Fire/Ambulance average response time	Fire and EMS Operations	Deliver high quality core services	(Previously reported percentage of response times under 6 minutes)		4:43	4:40	4:47	≤ 6:00	4:50
	Percentage of plans reviewed within 48 hours	Fire Prevention / Investigations	Deliver high quality core services	100%	99%	99%	99%	99%	≥ 99%	99%
	Percentage of fire investigations cleared within 30 days	Fire Prevention / Investigations	Deliver high quality core services	100%	100%	100%	100%	100%	≥ 100%	100%
	Percentage of inspections performed within 48 hours of request	Fire Prevention / Investigations	Deliver high quality core services	100%	100%	100%	100%	98%	≥ 99%	99%

		Program	Goal	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019 YTD
Vital Statistics	Injury accidents per 1,000 population	Police Patrol	Deliver high quality core services	2.76	3.04	3.4	3.04	2.92	2.04
	Number of self-initiated calls for service (proactive, community policing)	Police Patrol	Operate Transparently	50,897	43,781	35,652	37,273	33,765	33,538
	Total number of outstanding warrants in system since 1/1/03	Warrant Officer	Deliver high quality core services	4,056	3,657	3,006	2,457	2,103	1,778
	Number of warrants served	Warrant Officer	Deliver high quality core services	2,767	2,610	2,350	2,874	1,789	1,089
	Fire Related Responses	Fire Operations	Deliver high quality core services	500	542	566	610	758	556
	Fire Related Responses - Mutual Aid	Fire Operations	Deliver high quality core services	New measure	New measure	New measure	New measure	120	116
	Service Related Responses	Fire Operations	Deliver high quality core services	127	152	180	191	308	234
	Service Related Responses - Mutual Aid	Fire Operations	Deliver high quality core services	New measure	New measure	New measure	New measure	79	17
	EMS Related Responses	EMS Operations	Deliver high quality core services	950	959	1037	967	999	1004
	EMS Related Responses - Mutual Aid	EMS Operations	Deliver high quality core services	New measure	New measure	New measure	New measure	25	47
	Ambulance billing revenue	EMS Operations	Deliver high quality core services	\$399,312	\$354,239	\$388,803	\$318,738	\$354,284	\$403,760
	Percentage of billed services recovered	EMS Operations	Deliver high quality core services	32%	29%	31%	59%	68%	58%
	Total number of volunteer hours from CFAAA and Rehab Team	Fire Administration	Operate Transparently	418.5	672.5	491.75	482	475	205
	Community Fire Prevention Events	Fire Prevention / Operations	Operate Transparently	116	125	122	118	140	146
	Average hours of training per employee	Fire Operations	Deliver high quality core services	160.99	134.77	166	170	170	224

DEVELOPMENT

		Program	Goal	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019 Target	FY 2019 YTD
Performance Measures	Percentage of residential plan reviews processed <8 days (was 5 through FY16)	Building Inspection	Enable Responsible Development	41%	77%	75%	84%	45%	≥ 75%	46%
	Percentage of commercial plan reviews processed <8 days (was 10 through FY16)	Building Inspection	Enable Responsible Development	55%	77%	80%	80%	51%	≥ 75%	65%
	Percentage of inspections performed within 24 hours	Building Inspection	Enable Responsible Development	98%	99%	98%	98%	90%	≥ 95%	94%
	Colleyville retail occupancy rate	Economic Development	Enable Responsible Development	90%	90%	96%	97%	95.2%	≥ 90%	94%
	Colleyville office occupancy rate	Economic Development	Enable Responsible Development	89%	90%	92%	93%	93%	≥ 90%	91%
	Percentage growth in sales tax revenue (General Fund)	Economic Development	Enable Responsible Development	9.0%	3.1%	8.0%	0.50%	4.18%	≥ 1%	0.50%
Vital Statistics		Program	Goal	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019 YTD	
	Number of Inspections Performed	Building Inspection	Enable Responsible Development	4,621	7,194	9,977	9,978	11,981	10,519	

LEISURE

		Program	Goal	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019 Target	FY 2019 YTD
Performance Measures	Percentage of competitive athletic fields meeting departmental maintenance standards	Athletic Field Maintenance	Safeguard Colleyville's identity	80%	80%	85%	100%	89%	≥ 85%	81%
	Percentage of park inspections meeting standards	Park Maintenance	Safeguard Colleyville's identity	80%	95%	96%	96%	96%	≥ 96%	96%
	Percentage of library materials requests filled within 30 days	Library Services	Deliver high quality core services	96%	93%	94%	98%	91%	≥ 80%	96%
	Percentage of library patrons who come to the library looking for items and find them	Library Services	Deliver high quality core services	80%	81%	83%	83%	82%	≥ 80%	82%
	Children’s program attendance	Library Services	Safeguard Colleyville's identity	18,363	17,173	18,888	19,471	20,995	≥ 18,000	20,790
	Adult and teen program attendance	Library Services	Safeguard Colleyville's identity	795	651	800	1,113	821	≥ 650	1,025
	Children’s summer reading program participation	Library Services	Safeguard Colleyville's identity	1,188	987	1,278	1,127	1,249	≥ 1,000	1,250
	Adult and teen summer reading program participation	Library Services	Safeguard Colleyville's identity	114	84	148	228	197	≥ 100	179
	Library patron visits	Library Services	Safeguard Colleyville's identity	134,314	133,076	120,202	94,649	114,678	≥ 85,000	81,663
	Library patron visits - In Person	Library Services	Safeguard Colleyville's identity	New Measure	New Measure	New Measure	New Measure	109,764	81,500	75,970
	Library patron visits - Online	Library Services	Safeguard Colleyville's identity	New Measure	New Measure	New Measure	New Measure	4,914	3500	5,693
	Reference questions answered	Library Services	Deliver high quality core services	34,073	25,025	28,717	33,280	36,530	≥ 25,000	35,932
	Circulation of the library materials collection	Library Services	Deliver high quality core services	234,667	228,160	222,123	227,252	237,124	≥ 200,000	234,477
	Percentage of offered classes/programs held	Recreation	Safeguard Colleyville's identity	71%	73%	77%	79%	78%	≥ 79%	80%
	Number of participants	Senior Center	Safeguard Colleyville's identity	3,734	3,767	4,574	4,148	3,875	≥ 4,000	4,029
	Percentage of resident membership visits	Senior Center	Safeguard Colleyville's identity	60%	59%	51%	50%	51%	≥ 50%	51%
	Percentage of cost recovery	Colleyville Center	Deliver high quality core services	81%	75%	62%	65%	52%	≥ 65%	50%
	Percentage of customer satisfaction ratings of “excellent”	Colleyville Center	Deliver high quality core services	96.4%	97.3%	98%	97%	98%	≥ 97%	98%
	Number of events held	Colleyville Center	Safeguard Colleyville's identity	412	452	376	405	314	≥ 300	314

		Program	Goal	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019 YTD
Vital Statistics	Percentage of Colleyville households with at least one active library card holder	Library Services	Safeguard Colleyville's identity	50%	50%	50%	50%	64%	64%
	Library materials collection size	Library Services	Safeguard Colleyville's identity	74,525	77,664	80,452	82,182	71,188	70,161
	Number of staff hours dedicated to athletic field maintenance and game preparation	Athletic Field Maintenance	Safeguard Colleyville's identity	3,697	4,032	4,007	3,804	3,358	3,931
	Number of youth sports participants	Athletic Field Maintenance	Safeguard Colleyville's identity	4,315	4,434	4,302	4,517	4,386	4,570
	Percentage of non-resident youth sports participants	Athletic Field Maintenance	Safeguard Colleyville's identity	52%	52%	59%	49%	49%	52%
	Percentage of revenue recovery	Athletic Field Maintenance	Deliver high quality core services	12%	20%	18%	18%	18%	19%
	Number of classes/programs offered	Senior Center	Safeguard Colleyville's identity	212	191	172	179	158	160
	Average membership visits per month	Senior Center	Safeguard Colleyville's identity	544	827	1,019	913	878	825
	Number of Metroport Meals on Wheels participants	Senior Center	Safeguard Colleyville's identity	1,607	1,695	1,553	1,284	1,229	1,277
	Percentage of Meals on Wheels participants who are residents	Senior Center	Safeguard Colleyville's identity	49%	47%	43%	45%	43%	34%
	Percentage of resident class participants	Recreation	Safeguard Colleyville's identity	42%	44%	43%	43%	42%	41%
	Revenue generated from bookings	Colleyville Center	Deliver high quality core services	\$230,793	\$226,901	\$209,919	\$230,612	\$171,524	\$158,242
	Percentage of events generating economic impact for local business	Colleyville Center	Safeguard Colleyville's identity	59%	59%	60%	70%	71%	70%
	Percent of total events held: Colleyville residents	Colleyville Center	Safeguard Colleyville's identity	10%	11%	23%	13%	10%	14%
	Percent of total events held: Non-residents	Colleyville Center	Safeguard Colleyville's identity	36%	30%	25%	34%	29%	31%
	Percent of total events held: Non-profits	Colleyville Center	Safeguard Colleyville's identity	47%	50%	45%	46%	54%	46%
	Percent of total events held: City departments	Colleyville Center	Safeguard Colleyville's identity	7%	9%	7%	7%	7%	9%
	Percent of revenue: Colleyville residents	Colleyville Center	Deliver high quality core services	N/A	N/A	18%	20%	10%	21%
	Percent of revenue: Non-residents	Colleyville Center	Deliver high quality core services	N/A	N/A	61%	53%	63%	56%
	Percent of revenue: Non-profits	Colleyville Center	Deliver high quality core services	N/A	N/A	20%	27%	26%	23%
	Percent of revenue: City departments	Colleyville Center	Deliver high quality core services	N/A	N/A	1%	0%	0%	0%

PUBLIC WORKS

		Program	Focus Area	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019 Target	FY 2019 YTD
Performance Measures	Percent of internal customers satisfied w/ facility environment	Facility Services	Sustainable Governemnt	84%	86%	96%	92%	92%	≥ 90%	89%
	Percentage of facility work orders responded to within one business day	Facility Services	Sustainable Governemnt	51%	83%	89%	91%	90%	≥ 90%	92%
	Percentage of scheduled lane miles of public streets swept	Stormwater Management	Core Service	99%	99%	94%	100%	100%	≥ 98%	100%
	Percent of storm drain inlets inspected	Stormwater Management	Core Service	20%	51%	55%	50%	51%	≥ 50%	69%
	Percentage of drainage ditches cleaned	Drainage Maintenance	Core Service	New Measure	New Measure	New Measure	New Measure	New Measure	≥ 5%	2%
	Meter reading accuracy	Utility Support	Core Service	99%	98%	99%	98%	98%	≥ 98%	97%
	Scheduled wastewater line cleanings completed	Wastewater Collection	Core Service	78%	91%	94%	93%	96%	≥ 95%	98%
	Percentage of water valves exercised	Water Distribution	Core Service	12%	0.05%	15%	34%	11%	≥ 20%	14%
	Percentage of water meters replaced	Water Distribution	Core Service	New Measure	New Measure	New Measure	New Measure	2%	≥8%	2%
	Percent of street and traffic signs replaced	Street Maintenance	Neighborhoods	15%	15%	7%	5%	5%	≥ 10%	2%
	Percentage of pavement markings renewed	Street Maintenance	Neighborhoods	20%	4%	15%	12.2%	23%	≥ 20%	69%

		Program	Focus Area	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019 YTD
	Quarterly inspections of Public infastructure within two year maintenance bond	Engineering Services	Core Service	New Measure	New Measure	New Measure	New Measure	New Measure	100%
Vital Statistics	Percentage of monthly water samples testing negative for coliform bacteria	Water Distribution	Core Service	99%	98%	100%	100%	100%	100%
	Percentage of fleet time available	Fleet Services	Sustainable Government	98%	98%	99%	99%	99%	99%
	Ratio of scheduled maintenance to unscheduled repairs	Facility Services	Sustainable Government	41%	68%	50%	51%	49%	51%
	Percentage of contstruction time with City staff present	Engineering Services	Neighborhoods	18%	23%	30%	25%	23%	30%
	Percentage of time preventative maintenance is completed on schedule	Fleet Services	Sustainable Government	95%	96%	96%	99%	97%	98%
	Water loss ratio	Water Distribution	Core Service	4.34%	3.08%	2.50%	2.96%	2.9%	N/A

ADMINISTRATION

		Program	Goal	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019 Target	FY 2019 YTD
Performance Measures	Number of News Releases	Communications	Operate tranparently	23	29	31	52	60	≥ 60	62
	Public information campaigns	Communications	Operate tranparently	4	6	6	9	8	≥ 8	9
	Achieve GFOA's Distinguished Budget Award	City Manager's Office	Deliver high quality core services	Yes	Yes	Yes	Yes	Yes	Yes	N/A
	Percentage of board, commission, and committee members that have completed Texas Open Meeting Act training	City Secretary	Operate tranparently	89%	91%	86%	94%	96%	≥ 95%	97%

		Program	Goal	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	2019 YTD
Vital Statistics	Tax rate per hundred dollars of valuation	City Council	Deliver high quality core services	\$0.3559	\$0.3559	\$0.3559	\$0.33913	\$0.33383	\$0.32080
	Number of household hazardous waste collections (at Fort Worth ECC and Clean Sweep event)	City Manager's Office	Deliver high quality core services	553	658	752	702	639	357
	Visits to Colleyville.com	Communications	Operate transparently	318,759	317,793	321,567	294,099	298,736	480,238
	E-News Service Subscribers	Communications	Operate transparently	2,621	2,839	3,225	3,819	4,074	3,753
	Social Media Followers on City of Colleyville Government	Communications	Operate transparently	New Measure	1,000	1,836	2,546	4,755	6,300
	Number of public information requests	City Secretary	Operate transparently	260	283	296	255	226	226
	Number of citizen survey responses	City Manager's Office	Operate transparently	1,323	N/A	N/A	907	N/A	N/A

FINANCE

		Program	Goal	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019 Target	FY 2019 YTD
	Achieve GFOA's Certificate of Achievement for Excellence in Financial Reporting	Finance	Deliver high quality core services	Yes	Yes	Yes	Yes	Yes	Yes	N/A
	Percentage warrants issued within 10 day (formerly 8 day) period after due date or court date	Municipal Court	Deliver high quality core services	97%	99%	99%	99.0%	99.9%	≥ 99.6%	99.7%
	Utility billing accuracy rate	Utility Billing	Deliver high quality core services	98.6%	99.8%	99.9%	99.6%	99.0%	≥ 99.7%	99.0%

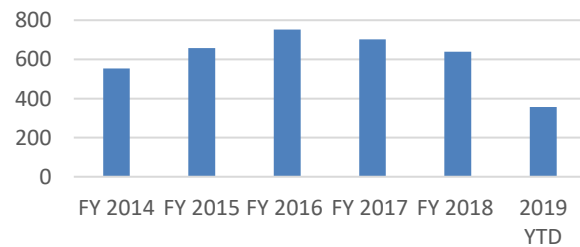
		Program	Goal	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019 YTD
Vital Statistics	Percent of ACH payments to total accounts payable	Finance	Deliver high quality core services	16%	26%	26%	28%	30%	29%
	Number of citations filed per FTE	Municipal Court	Deliver high quality core services	4,610	4,609	4,220	4,268	3,098	2,880
	Number of citations going into warrant	Municipal Court	Deliver high quality core services	New Measure	New Measure	New Measure	New Measure	883	906
	Percentage of automatic draft customers/total customers	Utility Billing	Deliver high quality core services	19%	16%	17%	19%	21%	22%
	Percentage of customers paying before cutoff	Utility Billing	Deliver high quality core services	97%	97%	97%	96%	99%	98%
	Uncollectible accounts written off at year end (water & sewer)	Utility Billing	Deliver high quality core services	\$26,080	\$27,178	\$19,150	\$22,069	N/A	\$17,889

INTERNAL SERVICES

		Program	Goal	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019 Target	FY 2019 YTD
Performance Measures	Percentage turnover (per fiscal year)	Human Resources	Deliver high quality core services	15%	17%	14%	14%	18%	≤ 16%	10.98%
	Percentage of annual performance evaluations completed on time	Human Resources	Deliver high quality core services	98%	73%	99%	95%	97%	≥ 90%	98%
	Percentage of employees who participate in wellness program	Human Resources	Deliver high quality core services	86%	85%	92%	91%	94%	≥ 80%	95%
	Workers' compensation experience modification factor (actual losses compared to expected losses)	Human Resources	Deliver high quality core services	0.45	0.83	0.84	0.84	0.58	≤ 0.70	0.40
	Medical and pharmacy loss ratio (paid claims divided by premiums)	Human Resources	Deliver high quality core services	75.8%	87.4%	75.5%	102.4%	82.7%	≤ 85%	93.1%
	Percentage of product requests completed on time	Graphical Information Services (GIS)	Deliver high quality core services	88%	93%	93.4%	92%	93.406%	≥ 85%	95.000%
	Percentage of broadcast uptime	Network/Desktop Services	Deliver high quality core services	99.86%	99.88%	99.99%	99.999%	99.998%	≥ 99%	99.998%
	Percentage of work orders completed on time	Network/Desktop Services	Deliver high quality core services	78%	87%	92.9%	91%	96.531%	≥ 95%	95.970%
	Percentage of network data and telecommunications uptime	Network/Desktop Services	Deliver high quality core services	99.73%	99.80%	99.99%	99.997%	99.998%	≥ 99%	99.998%
	Percentage of IT work plan projects completed on time	Network/Desktop Services	Deliver high quality core services	97%	94%	95%	100%	100%	= 100%	100%
	Percentage of data backup success	Network/Desktop Services	Deliver high quality core services	91%	92%	94.2%	97%	97.802%	= 100%	95.247%
Vital Statistics		Program	Goal	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019 YTD	
	Total number of equipment pieces maintained by department	Network/Desktop Services	Deliver high quality core services	569	589	609	609	629	629	

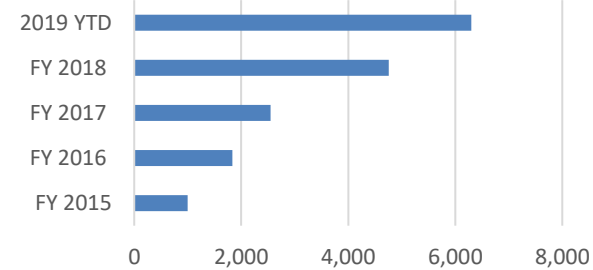
Solid Waste & Recycling

Number of household hazardous waste collections (at Fort Worth ECC and Clean Sweep event)



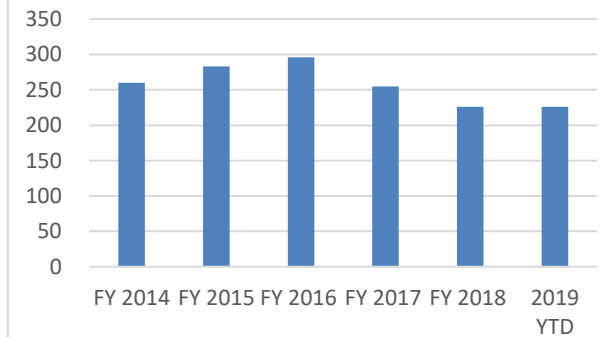
Communications

Social Media Followers on City of Colleyville Government



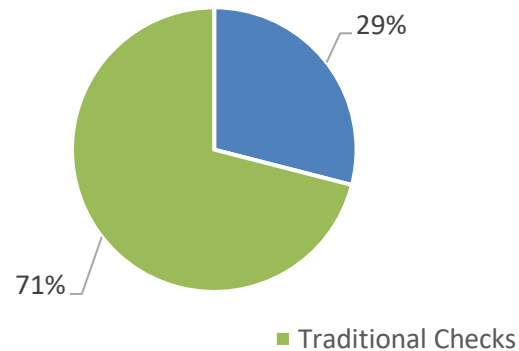
City Secretary

Number of public information requests



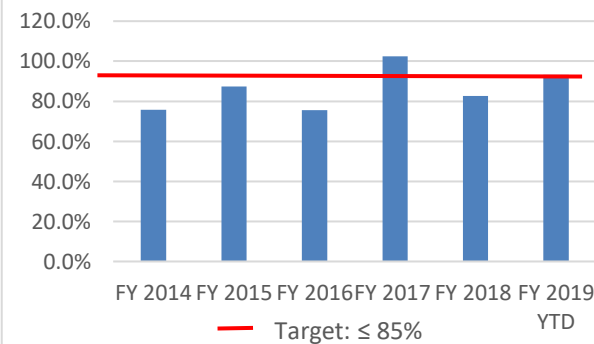
Finance

Percent of ACH payments to total accounts payable



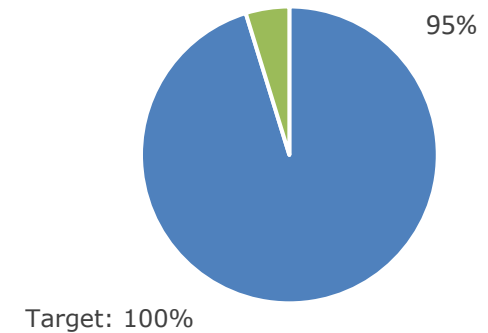
Human Resources

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

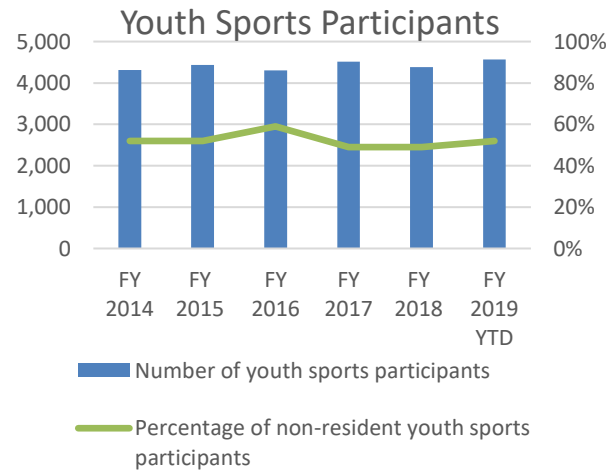


Technology

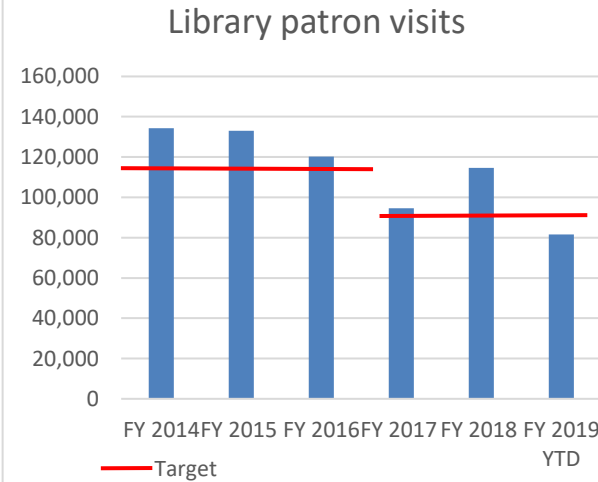
Percentage of data backup success



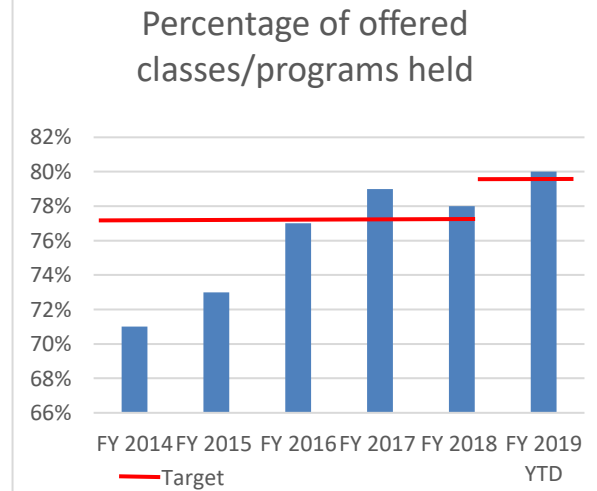
Parks



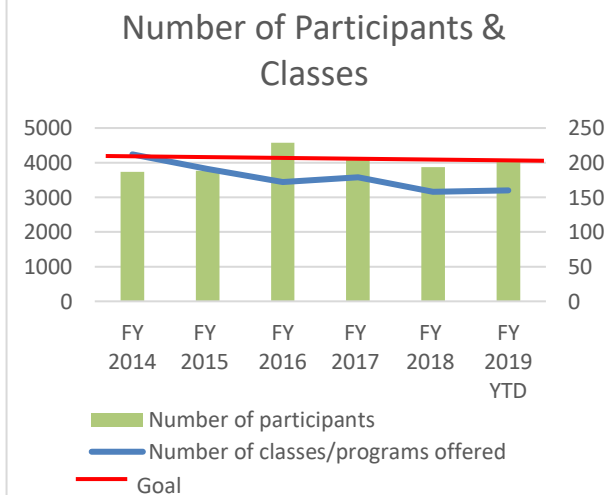
Library



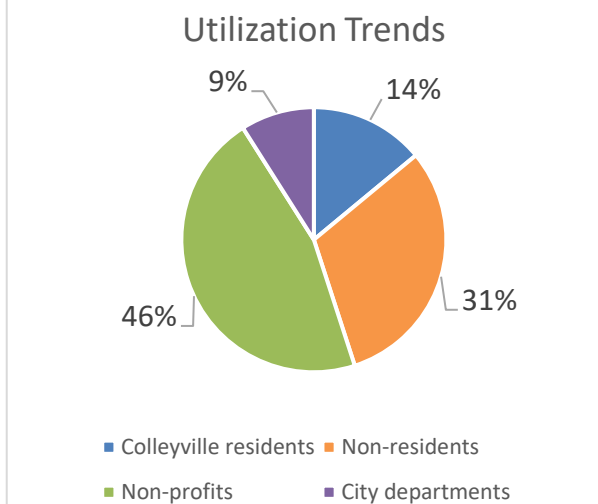
Recreation



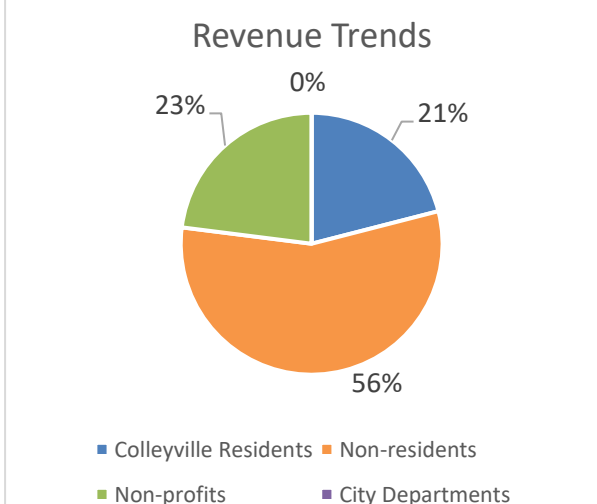
Senior Center



Colleyville Center

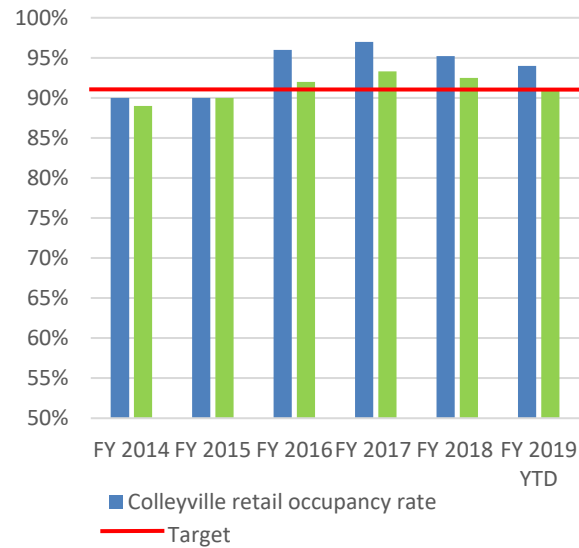


Colleyville Center

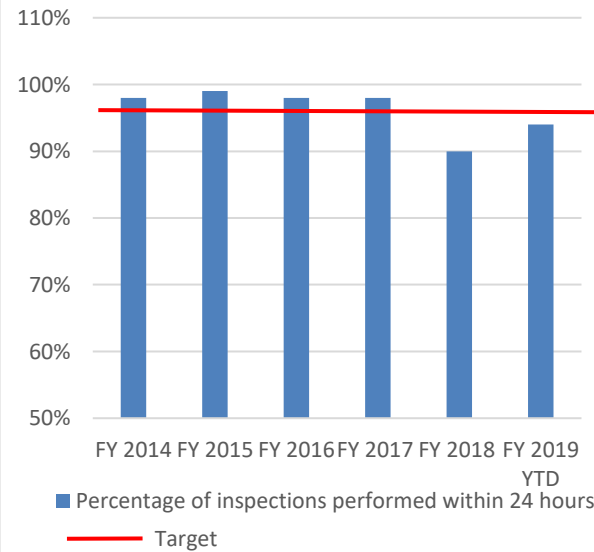


Dashboard: Development & Infrastructure FY 2019 Q4

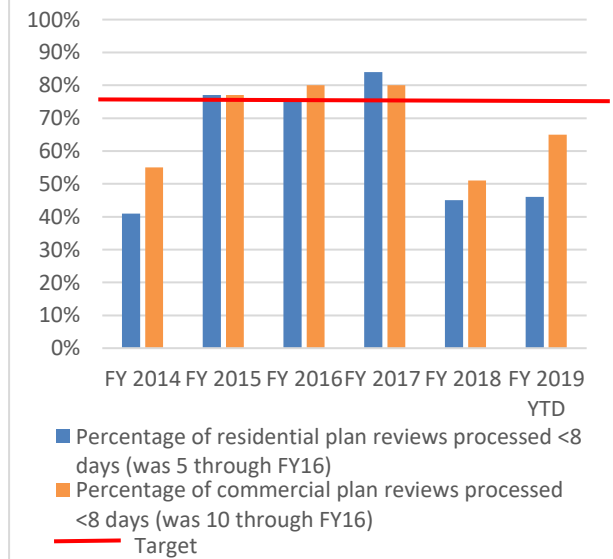
Retail & Office Occupancy Rate



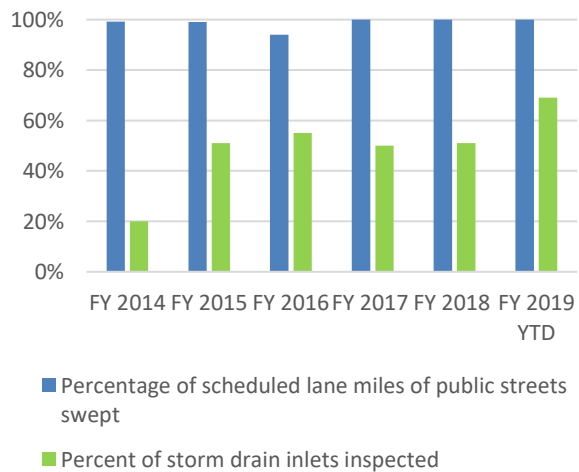
Inspections Performed within 24 hours



Plan Review & Inspections Timeliness

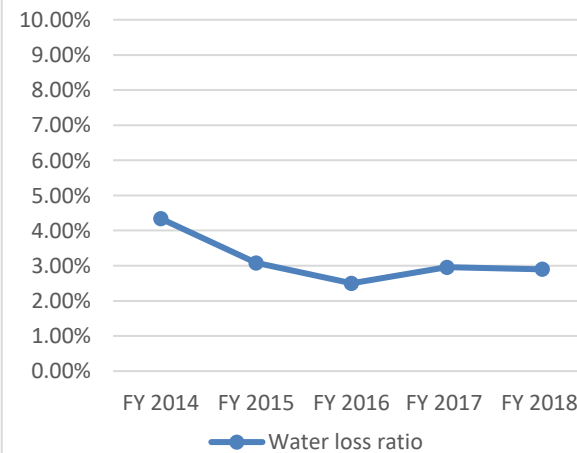


Stormwater & Drainage

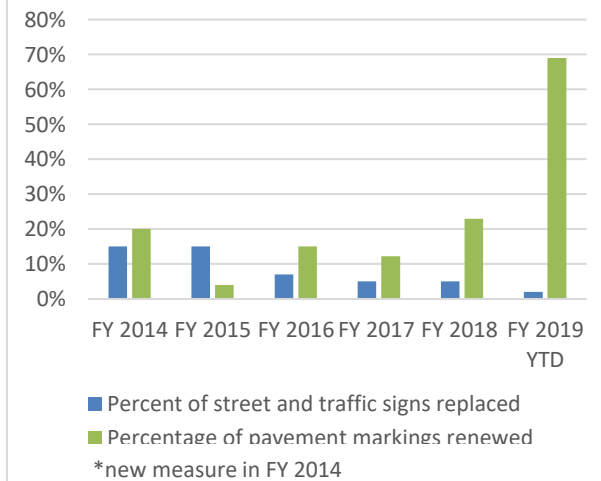


*annual measure

Water Loss Ratio



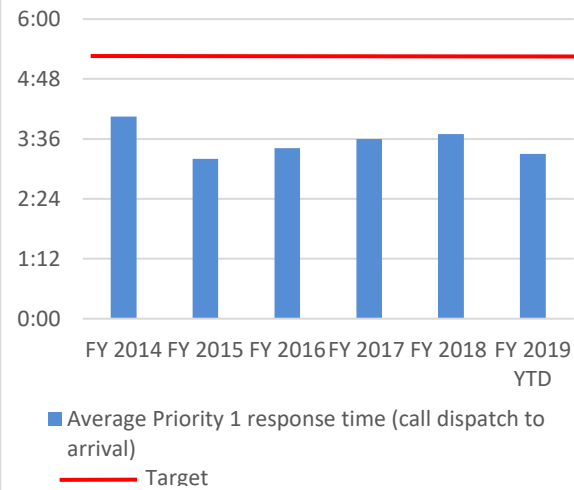
Street Maintenance



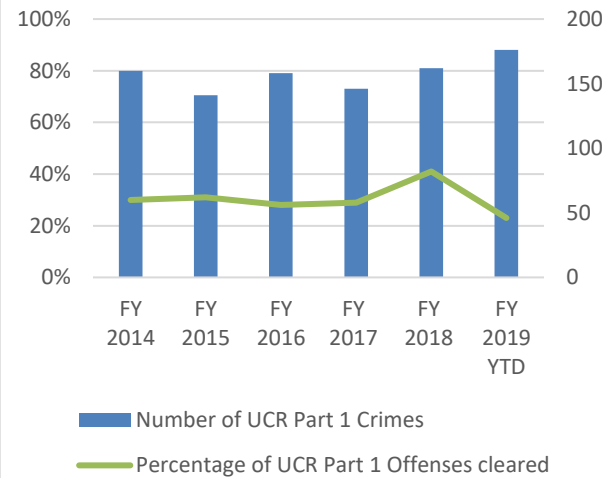
*new measure in FY 2014

Dashboard: Public Safety FY 2019 Q4

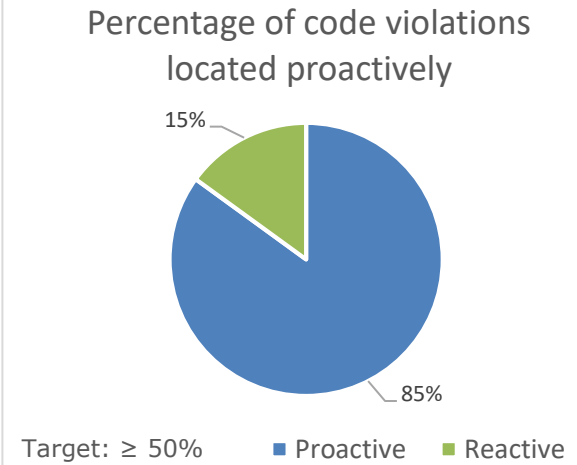
Police Response Time



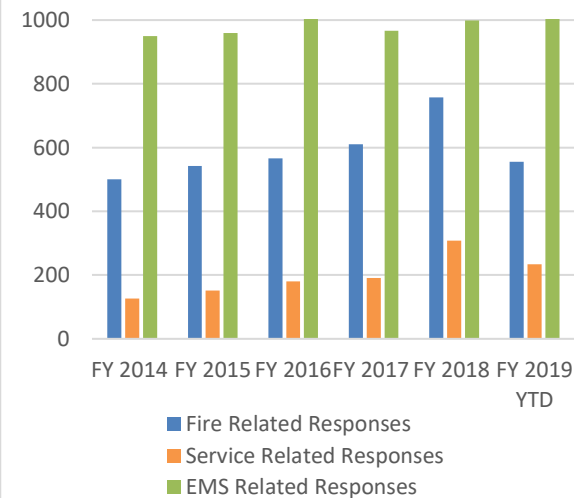
UCR Part 1 Crimes



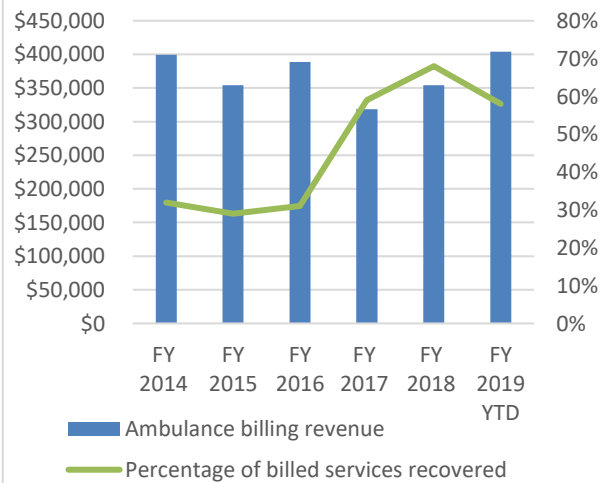
Code Enforcement



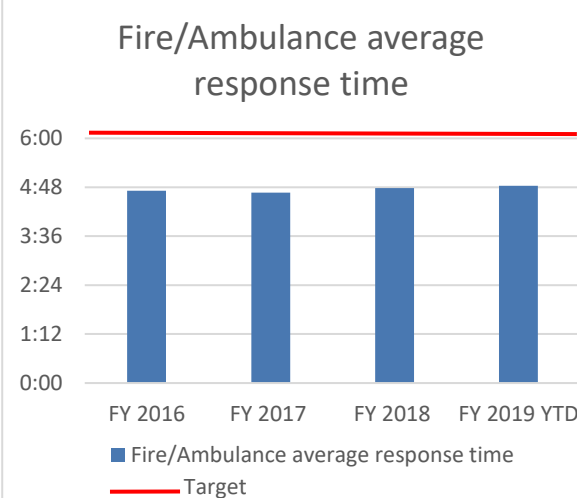
Fire & EMS Responses



Ambulance Billing



Fire Response Time





City of Colleyville City Council Agenda Briefing

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

Agenda Number 6a

Agenda Date 12/17/2019

Number Ordinance O-19-2104

Type Ordinance

Department Community Development

Title

Consideration of a Special Use Permit for an accessory building to exceed the 4% lot coverage allowance on Lot 18, Block 2, of the Woodbriar Addition, located at 3405 Cliffwood Drive, Case ZC19-008

Strategic Plan

4.1 Protect Colleyville's semi-rural residential character

Explanation

Second Reading and Public Hearing

The applicant clarified that the proposed building will be of a true stucco application with metal roof tiles that look like true clay tiles. These materials match the materials used on the house. Additionally, the applicant verified that there is an existing carport measuring 14 feet by 20 feet. This adds an additional 280 square feet to the total square footage for accessory buildings. The total square footage would be 1,976 square feet which increases the percentage to 7% of the lot area.

First Reading & Public Hearing

Arlen and Trisha Evans, the applicants, have submitted a request for a Special Use Permit (SUP) for an accessory building to exceed the 4% lot coverage allowance on Lot 18, Block 2, of the Woodbriar Addition, being approximately 0.6513 acres, and zoned R-15 Single Family Residential district.

Existing Conditions/Background: The subject property, 3405 Cliffwood Drive, has R-15 zoning and is located on the south side of Cliffwood Drive south of the intersection of Quail Run and Cliffwood Drive. The subject property has a single family residence.

SUP Request:

Request – The applicant is requesting approval of an SUP to allow for a 1,500 square foot (s.f.) accessory building, to be used as a garage.

Ordinance – Section 3.27 Accessory Buildings and Residential Carport Regulations of the Land Development Code establishes the maximum size and number of accessory buildings to be permitted by staff on a residential lot:

"2. Maximum Size and Number of Buildings:

- a. The maximum number of accessory buildings allowed per lot shall be three (3) buildings. In addition, the combined square footage of all accessory buildings shall not exceed four percent (4%) of the aggregate area of the lot. **Exemption:** Lots containing a minimum of 80,000 square feet shall be exempt from the requirement for the maximum number of accessory buildings.

6. *Special Use Permit Provision:* Any request for a building permit for an accessory building which does not meet the criteria in this section shall only be authorized after approval of a Special Use Permit by the City Council using the procedures contained elsewhere in this Land Development Code.

The total square footage of the lot is 28,370 s.f. The total 4% allowance for accessory structures is 1,135 s.f. The lot already has an existing shed of 196 s.f. With the proposed garage, the total area for accessory buildings would be 1,696 s.f., which is 6% of the lot area.

Analysis: Any request for a building permit for an accessory building exceeding the 4% lot coverage allowance shall only be authorized after approval of a Special Use Permit by the City Council.

The proposed accessory building is going to function as a large garage for the Evans' hobby. It will have stucco on its façade to match the home. In addition, the building will have metal roof shingles, which look like clay tile to also match the home.

The proposed accessory building complies with all other requirements of Section 3.27.

Surrounding Development: The properties to the north, east, and west are zoned R-15 zoning and contain single family residential development. The property to the south is located in the City of Hurst and is a public park.

Public Notification: Staff mailed notices to all property owners within 500 feet as well as any Homeowners Associations within 1,000 feet of the subject property regarding this request. The local ISD, where the subject property is located, was notified per State law. Notice was published in the *Fort Worth Star-Telegram* as required by State law and the Land Development Code. To date, no correspondence has been received.

Staff Recommendation: Staff recommends approval of the requested SUP as the proposed accessory building meets all of the building setback and lot coverage requirements, architecturally it is proposed to look compatible to the main structure, and appears to have no negative impact on surrounding properties.

Planning & Zoning Commission Recommendation: The Planning & Zoning Commission recommended approval at their November 12, 2019 meeting with

conditions that the building is clad with stucco to match the house, the metal roof is designed to match that of the house, and that the garage doors are located on the interior 30 foot wall facing west by a vote of 4-0.

Financial Impact

There is no fiscal impact to the City of Colleyville for this item.

Recommendation

Approve

Attachments

1. Aerial Map
2. Zoning Map
3. Future Land Use Map
4. Statement of Planning Objectives
5. Site Plan
6. Proposed Garage Plan
7. Building Elevations
8. Elevation and Building Plans - Garage
9. Photos Provided By Applicant
10. Notification Map
11. Notification List
12. Property Owner Notification
13. Ordinance O-19-2104

Aerial Map



ZC19-008
3405 Cliffwood Drive

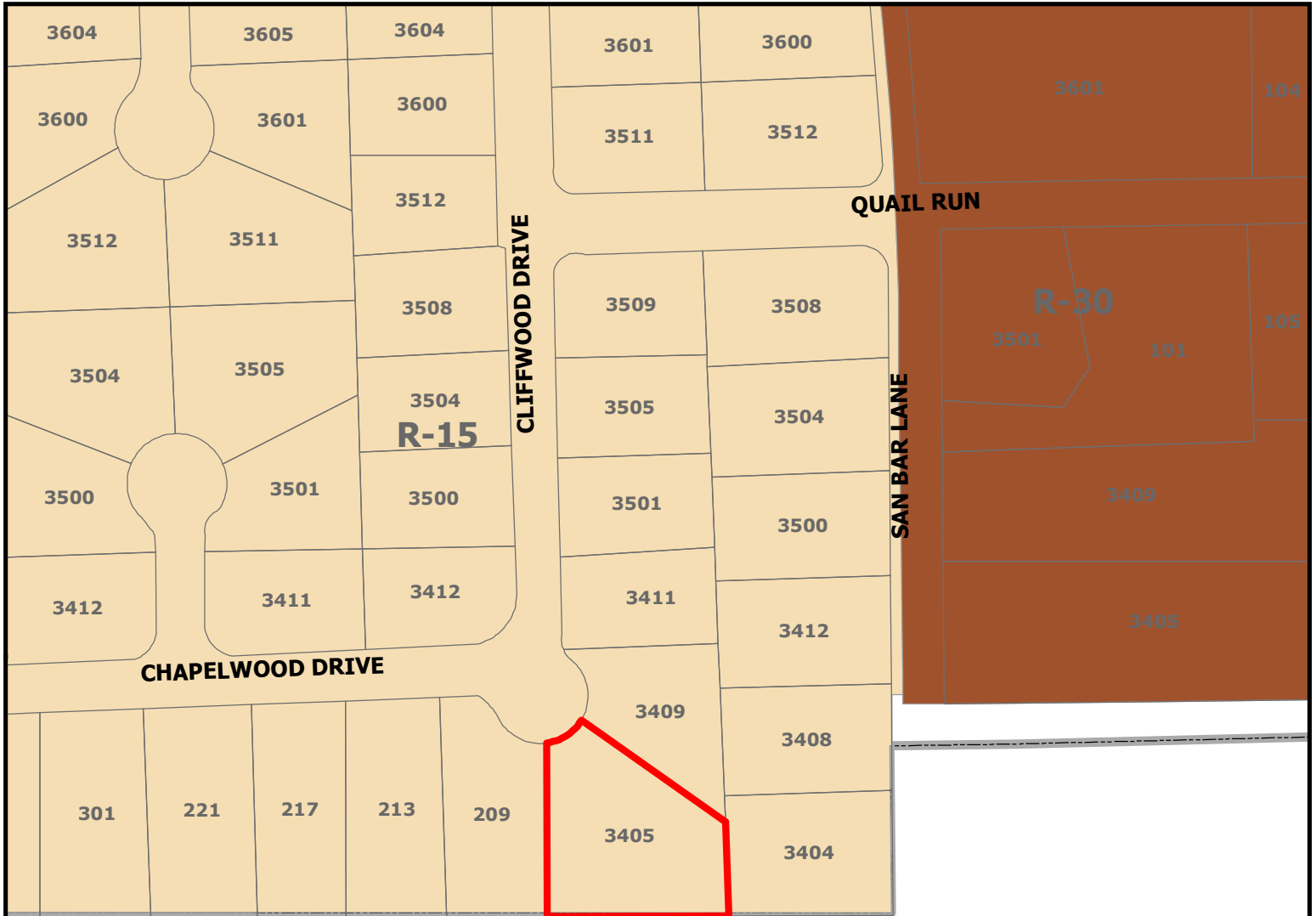
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Subject Property



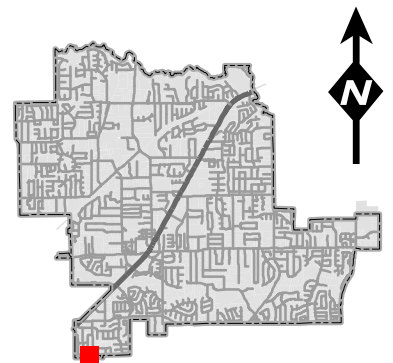
Zoning Map



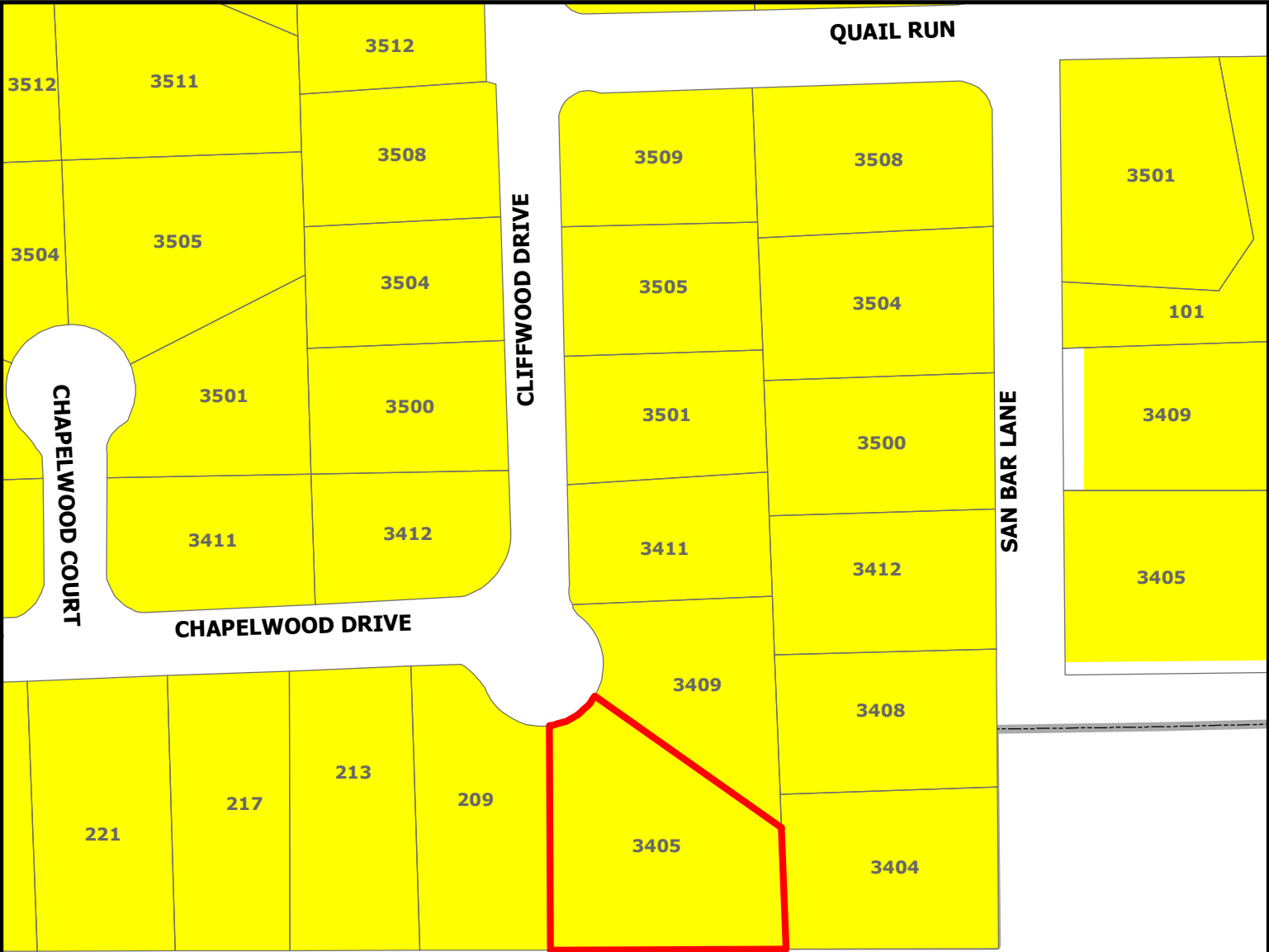
ZC19-008
3405 Cliffwood Drive

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 Subject Property



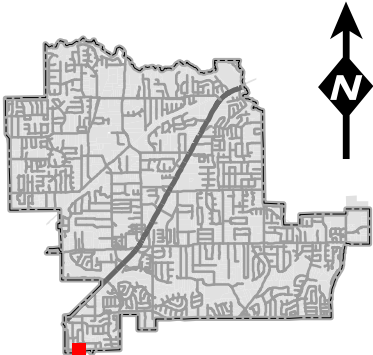
Future Land Use Map



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ZC19-008
3405 Cliffwood Drive

-  Subject Property
-  Residential



Statement of Planning Objectives

Evans Special Use Permit Application 1

Trisha & Arlen Evans
3405 Cliffwood Dr.
Colleyville TX 76034

City of Colleyville
Zoning and Planning, Application for Special Use Permit
100 Main Street
Colleyville TX 76034

Statement of Planning:

My husband and I have both involved in the old car hobby since before we married in 2012. After we married we looked for several years in order to find a home that would accommodate our family as well as a lot that would accommodate our hobby. We are seeking a special use permit to build a 30X50-detached garage for a total square foot of 1500, to accommodate the cars that we have. There will be no living space, and it will strictly be used for the purpose of parking and storing automobiles.

The building would have one sixteen-foot garage door, and one 8-foot garage door on the 30-foot front side. There would be lights on each side of garage doors that match the lights on the main living structure of the home. On the 50-foot side facing the main structure there would be one single man door with one 3X5 window to the right of the door and one 3X5 window to the left of the door. The building would be metal and then covered with stucco. The main living structure is finished in stucco and we will be finishing the garage in the same exterior finish and paint as our main living structure. Additionally, we have contacted a fabricator of metal roof products that makes a metal tile roof so that the roof will also match the existing main structure. The benefit of putting a metal roof over the traditional tile is that there is added fire protection, as well as the longevity of the product. An added benefit is in construction since the application is quicker; it is a more cost effective product. The building would be constructed on a concrete slab, and there would be a concrete driveway connecting the existing driveway to the new structure.

The landscaping that will be implemented will be both drought-tolerant and drought-resistant, while working to reduce the impact to the existing oaks on the property. We have been working to redo much of the landscaping on the property and have been replacing much of the landscaping with plants that not only go with the style of the main living structure, but also require little or no water except rain.

Development: Assuming Approval 11/19/2019

Landscaping:

Already Begun. End- 90 Days after project completion, several projects cannot be finished until after building is finalized

Statement of Planning Objectives

Evans Special Use Permit Application 2

Slab and Driveway:

Begin <1 Week after approval (approximate 2 weeks for slab and driveway)

Building Construction:

12/9/2019

Electrician, Drywall/Paint & Stucco/Interior Paint and Drywall:

Week of 12/9/19 and into Week of 12/16/19

Unaffected Trees (Numbers Referenced on Drawing and Pictures:

Number/ Location	Type	Diameter Inches
U1 (By Driveway)	Oak	105 ¼
U2 (By west fence)	Oak	70 ½
U3 (Flowerbed #1)	Oak	76 ¾
U4 (Flowerbed #2)	Oak	139 ½
U5 (East Fence)	Oak	125 ¼
U6 (Will be near back corner of building)***	Oak	89 1/2

*** There are 2 trees near this one that have to be cleared once, they are cleared this tree should not be in the way of the building***

Affected Trees (See Pictures Affected Trees 1, Affected Trees 2)

Number/Location	Type	Diameter Inches	Reason
A1 (East Corner)	Fig	5	Overgrown and Messy, have new trees for area
A2 (East Corner)	Mulberry	5	Allergic, Overgrown and Messy, have new trees for area
A3 (East Corner)	Hickory	6	Overgrown and Messy, have new trees for area
A4 (Back Corner of Building)	Dogwood	7	Allergic, too near the building and other large tree
A5 (Back Corner of Building)	Oak	18	too near the building and other large tree

** We will also clean up all fence lines**

Statement of Planning Objectives

Evans Special Use Permit Application 3

Reference Pictures:

Exterior Finish of Main Living Structure

Building will be finished with stucco and have Decra Metal Roof (See Brochure for more information)



Unaffected Trees:



Statement of Planning Objectives

Evans Special Use Permit Application 4



U3

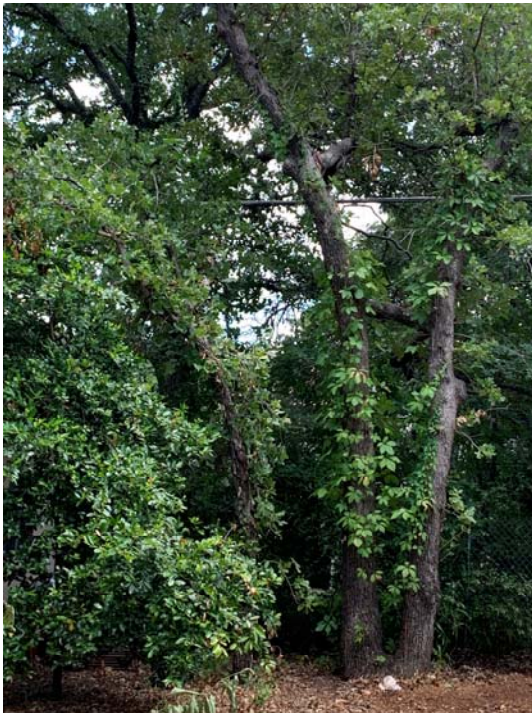


U5

Statement of Planning Objectives

Evans Special Use Permit Application 5

Affected Trees:



A5



A1-4

Statement of Planning Objectives

Evans Special Use Permit Application 6

Landscaping Already Started:



Statement of Planning Objectives

Evans Special Use Permit Application 7



Back will be finished with rocks similar to front

Statement of Planning Objectives

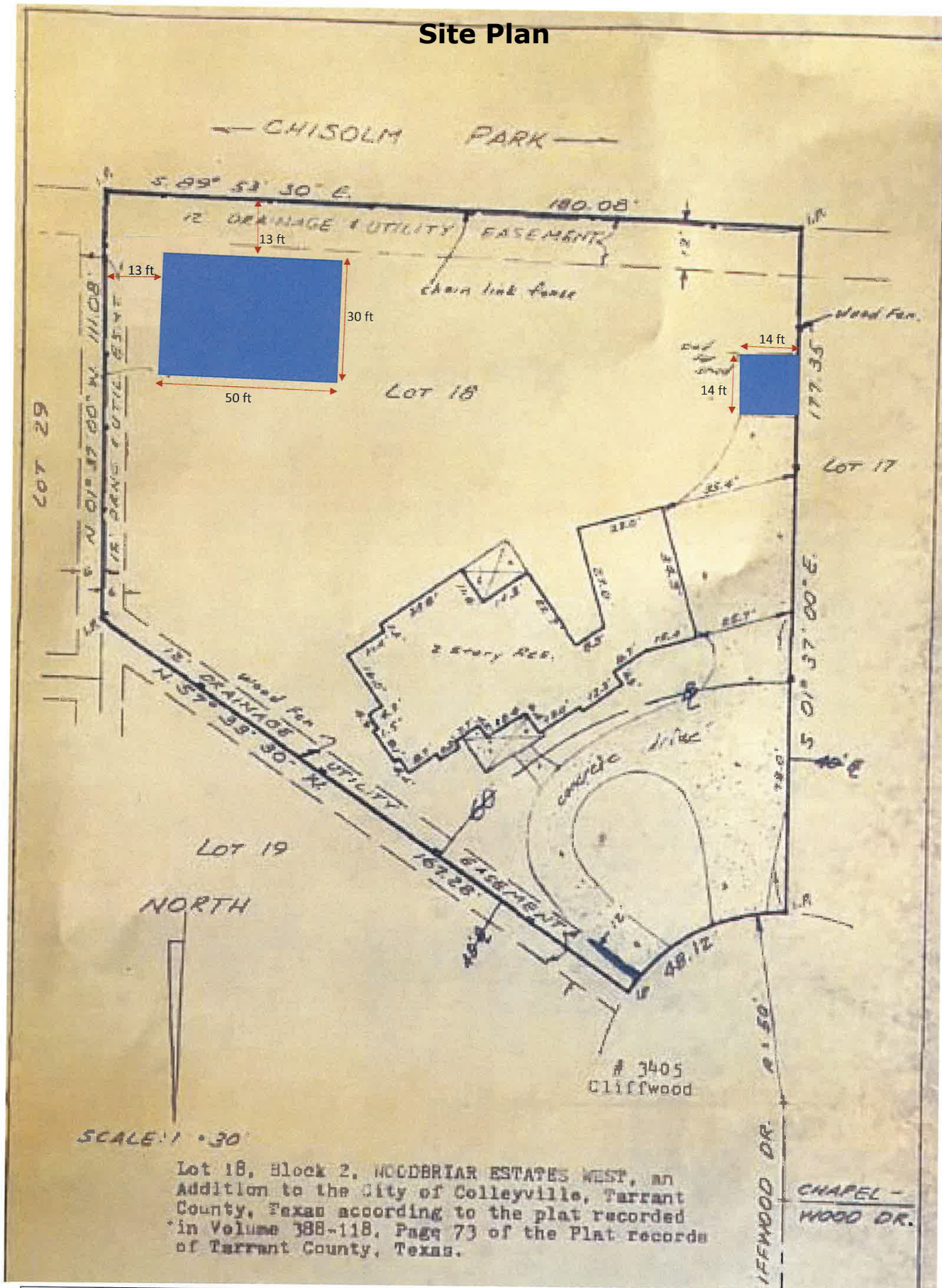
Evans Special Use Permit Application 8



Property Liens:

There are no liens on the property.

Site Plan



R-15 Zoning	Lot Size: 28,370 SF
Arlen and Trisha Evans	Lot 18, Block 2 of Woodbriar Addition
3405 Cliffwood Dr., Colleyville, TX	Structure Footprints: House – 3935 SF, storage – 196 SF
	Percentage of total property area (existing): 14.5%
	Percentage of total property area (proposed): 19.8%

Proposed Garage Plan

DocuSign Envelope ID: 758BD85C-6730-4F3A-92FB-DE9FE833A124

Corporate Office

P. O. Box 1263

187 Cardinal Ridge Trail

Dobson, N.C. 27017



CAROLINA CARPORTS, INC.
QUALITY, CUSTOMER SERVICE AND BEST PRICES

Scheduling: (800) 670-4262

Scheduling: (336) 367-6400

Alan's Fax: (800) 385-1204

Alan's Factory Outlet

PO Box 646 Luray, VA 22835

Email: alan@alansfactoryoutlet.com

Website: www.alansfactoryoutlet.com

Rep.	Alan's Factory Outlet		Alan's Phone:	1-800-488-6903		Date:	7.15.19	
Customer Name:	Trisha Evans			County:	Tarrant		Tax %	6.75%
Address:	3405 Cliffwood			City:	Colleyville	State:	TX	Zip: 76034
Phone	Cell:	817-808-4279	Home:	817-228-9595		Other:		
Email: trishaevans@gmail.com								

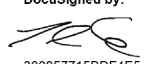
Unit Size	30' x 51'	HT.	12'	GA	12	All Orders C.O.D.		
Color	Top	Earth Brown	Trim	Earth Brown		\$14,190.00		
Sides	Sandstone		G. Door	NA				
	Color Screws	Yes:	No:	☒	Cost (if Applicable):	FREE		Options Subtotal
Options	30' x 51' Vertical Roof Garage					\$7,740.00	\$957.83	
	12' Leg Height					\$1,660.00	Taxes	
	Both Sides Closed					\$1,760.00	\$15,147.83	
	Both Ends Closed					\$3,690.00	Subtotal Plus Tax	
	(1) 18' x 10' Framed Out Opening					\$125.00	\$2,412.30	
	(1) 9' x 10' Framed Out Opening					\$125.00	Visa	
	(1) 36" x 80" Framed Out Opening					\$85.00	17%	
	(2) 30" x 36" Framed Out Openings					\$140.00	Deposit Non-refundable After 3 Days	
	12 Gauge Framing					\$800.00	\$0.00	
	CCI Promotion; 12% Discount					-\$1,935.00	Additional Labor/Non-Taxed Fees	
(i) 18x10 Framed Out opening and (i) 9x10 Framed Out opening							\$12,735.53	
(i) 18' wide ~ 15' in - avoid posts 30' windows to left & right 51' long (50' frame)						Total Remaining After Paid Deposit		
Customer applying for a permit-will be approved or denied in November.						\$12,735.53		
NOTE: FRAME 1 FT SHORTER THAN ROOF LENGTH						Balance Due at Installation		
Additional Labor Fee (Non-taxable/Non-Refundable):						Balance Payment Method: (Please Choose):		
Notes Regarding Labor Fee:						☐ Check ☐ Money Order ☐ Cash ☒ Credit Card or E-Check (2% Fee Applies)		

Roof Style	Regular		Box Eave		Vertical	☒	
Barn Style (if applicable)	Horse		Carolina		Seneca		
Installation Type	Cement	☒	Ground		Asphalt	Other	
Power Available	Yes	☒	No		Uncertified	☒	Certified

This purchase agreement (the "Agreement") is made by and between Carolina Carport Inc. ("CCI"), a North Carolina Corporation, and Trisha Evans (the "Buyer").

Buyer agrees, after being fully educated about CCI's various products including the fourteen (14) gauge, twelve 12 gauge, and certified units, to buy, and CCI agrees to sell, pursuant to the terms listed in this Agreement described above. Buyer has read and understands the terms of this agreement, including the terms and conditions contained on the 2nd and 3rd pages of this document, which terms are expressly incorporated herein by reference, as well as any and all relevant warranty information and agrees to be bound by same. Prices on this contract are subject to cost increases if order is placed on hold for 90 days or more. If balance due is paid with an E-Check or Credit Card a 2% Processing fee will be charged. Delivery time frames are estimated only and are not guaranteed.

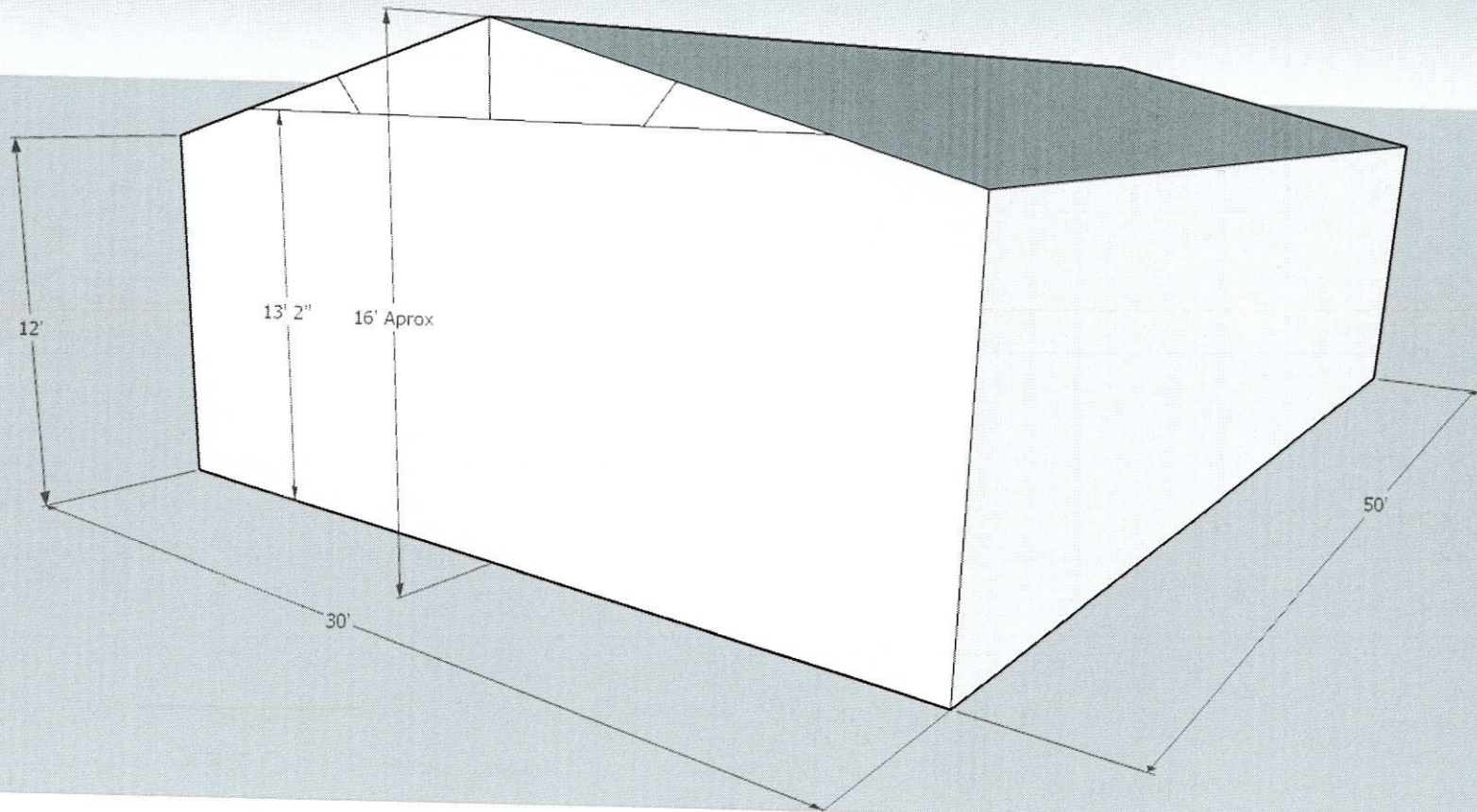
Cancellation of your order after 3 days will result in forfeit of deposit. Deposit is non-refundable after 3 days.

Customer: 
300257715BDF4E5...
7/15/2019 | 12:05 PM EDT

CCI:
By: 
Authorized Representative

For Florida Customers Only: CBC1254822

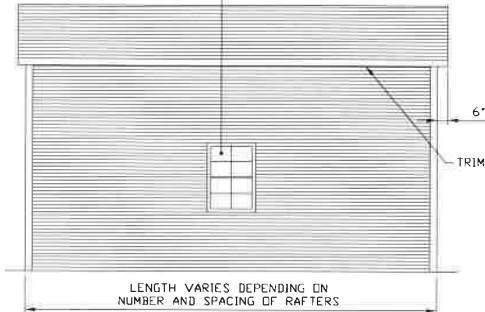
Building Elevations



Elevation and Building Plans

BOX EAVE FRAME RAFTER STRUCTURE (Sheets 4, 4A, 4B, 4C, 4D, 4E, 5, 5A, 5B, 5C, 5D, 5E, 5F, 5G, 8, 9, 11, 12, 13, AND 15)

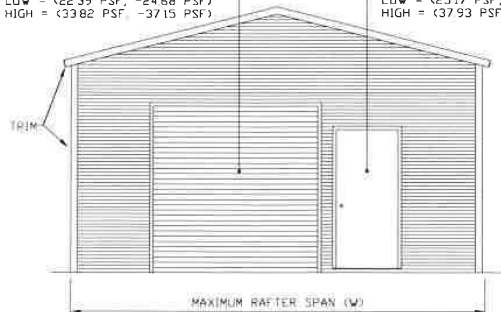
WINDOW (AS APPLICABLE)
DESIGN PRESSURE
LOW = (26.38 PSF, -35.21 PSF)
HIGH = (39.75 PSF, -49.55 PSF)



TYPICAL SIDE ELEVATION-HORIZONTAL ROOF
SCALE: NTS

ROLL-UP DOOR
(AS APPLICABLE)
DESIGN PRESSURE
LOW = (22.39 PSF, -24.68 PSF)
HIGH = (33.82 PSF, -37.15 PSF)

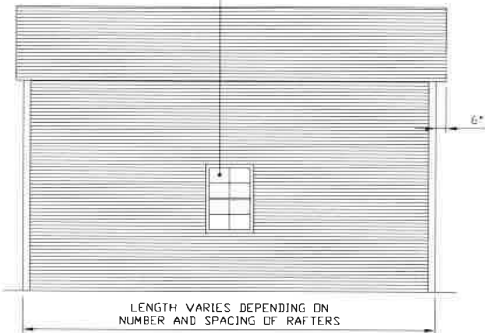
SWINGING DOOR
(AS APPLICABLE)
DESIGN PRESSURE
LOW = (25.17 PSF, -27.35 PSF)
HIGH = (37.93 PSF, -41.32 PSF)



TYPICAL END ELEVATION-HORIZONTAL ROOF
SCALE: NTS

BOW FRAME RAFTER STRUCTURE (Sheets 6, 6A, 7, 7A, 7B, 7C, 8, 10, 11, 12, AND 14)

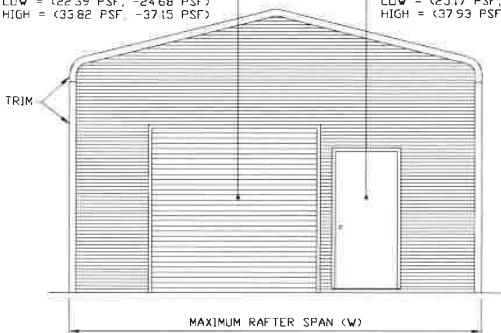
WINDOW (AS APPLICABLE)
DESIGN PRESSURE
LOW = (26.38 PSF, -35.21 PSF)
HIGH = (39.75 PSF, -49.55 PSF)



TYPICAL SIDE ELEVATION
SCALE: NTS

ROLL-UP DOOR
(AS APPLICABLE)
DESIGN PRESSURE
LOW = (22.39 PSF, -24.68 PSF)
HIGH = (33.82 PSF, -37.15 PSF)

SWINGING DOOR
(AS APPLICABLE)
DESIGN PRESSURE
LOW = (25.17 PSF, -27.35 PSF)
HIGH = (37.93 PSF, -41.32 PSF)



TYPICAL END ELEVATION
SCALE: NTS

MOORE AND ASSOCIATES
ENGINEERING AND CONSULTING, INC.

DRAWN BY: JRS

CHECKED BY: PDH

PROJECT MGR: VSM

CLIENT: CAROLINA
CARPORTS

CAROLINA CARPORTS, INC.
187 CARDINAL RIDGE TRAIL
DOBSON, NC 27017
30'x20' ENCLOSED STRUCTURE

DATE: 1-15-18

SCALE: NTS

DWG. NO: SK-3

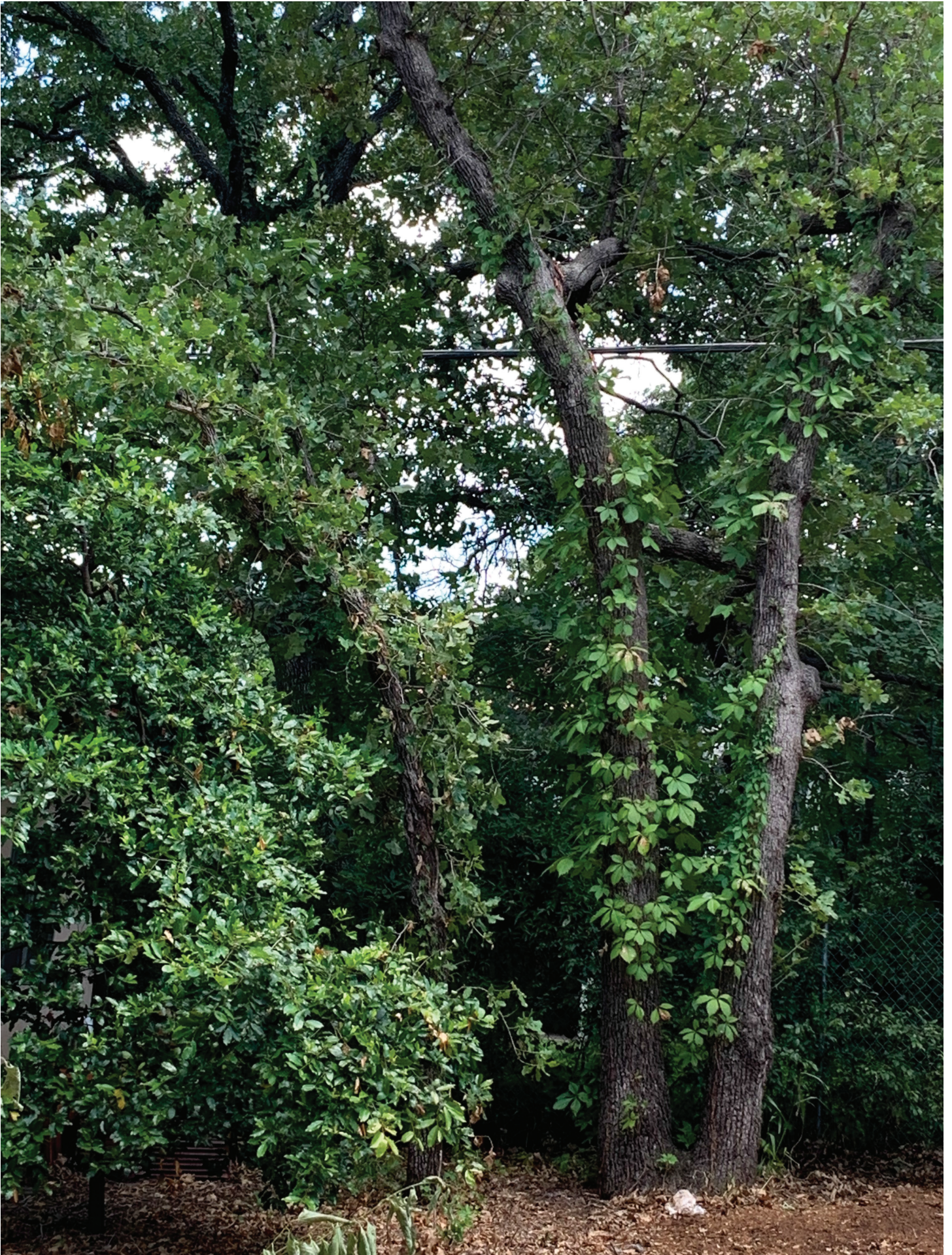
JOB NO: 15156S 16135S
17324S

SHT. 3B

REV: 7

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Photos Provided By Applicant



Photos Provided By Applicant



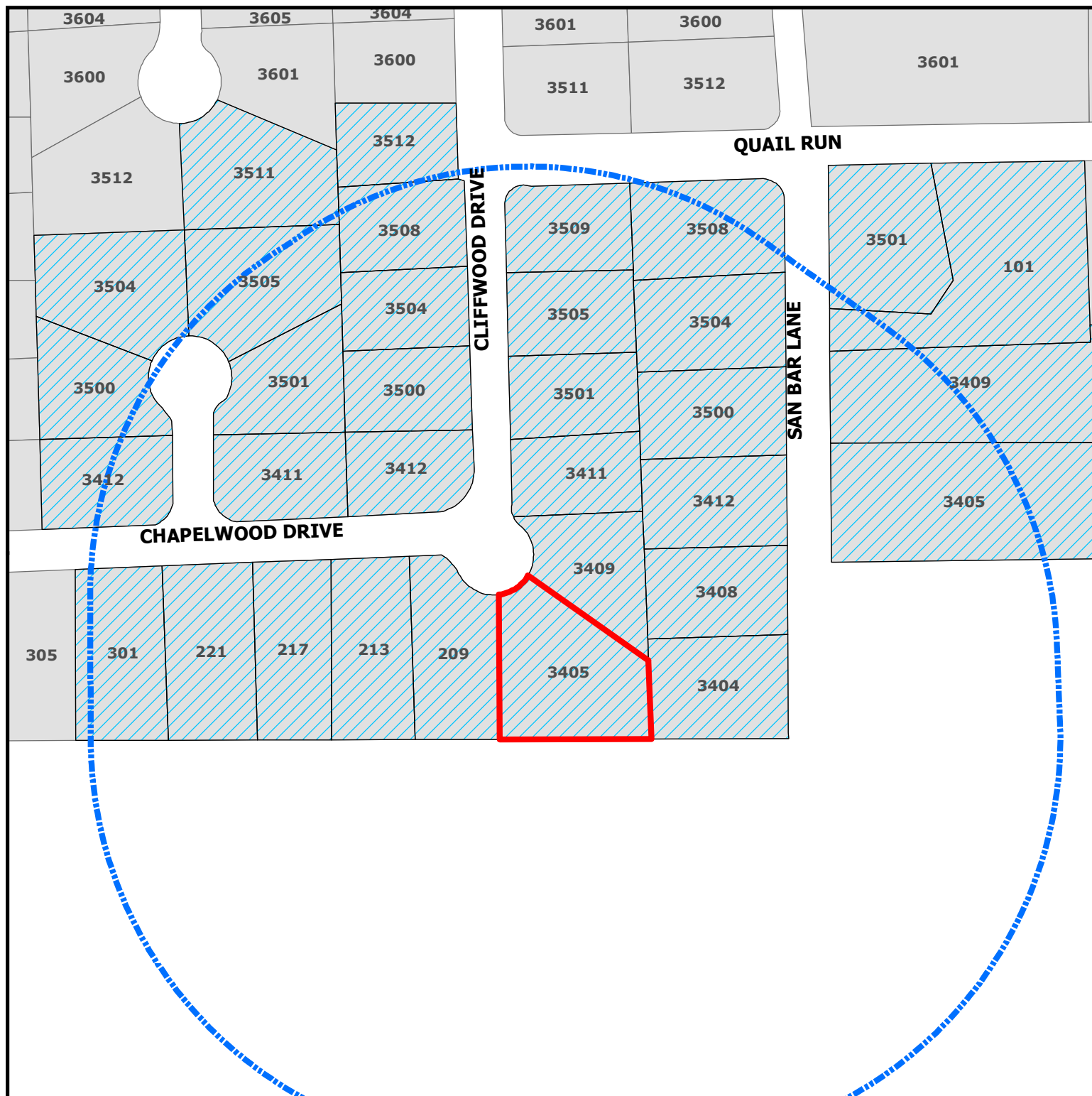
Photos Provided By Applicant



Photos Provided By Applicant



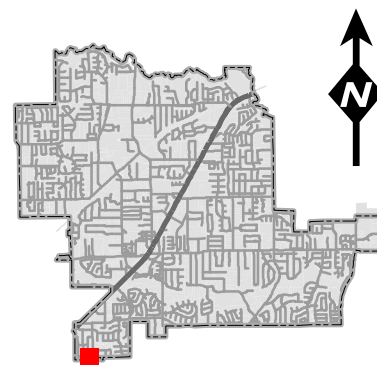
Notification Map



ZC19-008
3405 Cliffwood Drive

DISCLAIMER:
This map and information contained in it were developed exclusively for use by the City of Colleyville. Any use or reliance on this map by anyone else is at that party's risk and without liability to the City of Colleyville, its officials or employees for any discrepancies, errors, or variances which may exist.

- Subject Property
- 500ft Buffer
- Properties within 500ft



Notification List

Owner Name	Owner Address	Owner City	Owner Zip	Situs Address
CARLSON, KEITH D	3412 SAN BAR LN	COLLEYVILLE, TX	76034	3412 SAN BAR LN
ALDERMAN, JAMES E	221 CHAPELWOOD DR	COLLEYVILLE, TX	76034	221 CHAPELWOOD DR
ANDERSON, CHER	3505 CLIFFWOOD DR	COLLEYVILLE, TX	76034	3505 CLIFFWOOD DR
ANDERSON, PAUL B	3508 SAN BAR LN	COLLEYVILLE, TX	76034	3508 SAN BAR LN
BOSTON, TOBY	217 CHAPEL DR	COLLEYVILLE, TX	76034	217 CHAPELWOOD DR
BUKY, BRAD L	3504 SAN BAR LN	COLLEYVILLE, TX	76034	3504 SAN BAR LN
CHIBLI, EDUARDO	101 QUAIL RUN	COLLEYVILLE, TX	76034	101 QUAIL RUN
CULBERTSON, TERRY	3500 SAN BAR LN	COLLEYVILLE, TX	76034	3500 SAN BAR LN
DAILY, ADAM	301 CHAPELWOOD DR	COLLEYVILLE, TX	76034	301 CHAPELWOOD DR
DUCKWORTH, WILLIAM P	341 MOUNTAINVIEW DR	HURST, TX	76054	209 CHAPELWOOD DR
DULGAR, STAN P	3501 SAN BAR LN	COLLEYVILLE, TX	76034	3501 SAN BAR LN
EVANS, ARLEN	3405 CLIFFWOOD DR	COLLEYVILLE, TX	76034	3405 CLIFFWOOD DR
GONGLOFF, KELLY D	3409 SAN BAR LN	COLLEYVILLE, TX	76034	3409 SAN BAR LN
IRWIN, WILLIAM L	3511 WOODCREST CT	COLLEYVILLE, TX	76034	3511 WOODCREST CT
JOSHI, DEEAK	3412 CHAPLEWOOD CT	COLLEYVILLE, TX	76034	3412 CHAPELWOOD CT
LENZIE, WILLIAM W	3412 CLIFFWOOD DR	COLLEYVILLE, TX	76034	3412 CLIFFWOOD DR
LEWIS, KEVIN	3504 CHAPELWOOD CT	COLLEYVILLE, TX	76034	3504 CHAPELWOOD CT
LIVINGSTON, DAVID	3500 CHAPELWOOD CT	COLLEYVILLE, TX	76034	3500 CHAPELWOOD CT
MORGAN, EVAN B	3409 CLIFFWOOD DR	COLLEYVILLE, TX	76034	3409 CLIFFWOOD DR
NAIK, MITESH	PO BOX 55278	HURST, TX	76054	3411 CLIFFWOOD DR
NELSON, BRUCE J	3411 CHAPELWOOD CT	COLLEYVILLE, TX	76034	3411 CHAPELWOOD CT
ORMON, RICHARD H	213 CHAPELWOOD DR	COLLEYVILLE, TX	76034	213 CHAPELWOOD DR
OTTEN, RICHARD	3501 CHAPELWOOD CT	COLLEYVILLE, TX	76034	3501 CHAPELWOOD CT
PACKER, JAMES E	3405 SAN BAR LN	COLLEYVILLE, TX	76034	3405 SAN BAR LN
PATIENT, GREGORY M	3408 SAN BAR LN	COLLEYVILLE, TX	76034	3408 SAN BAR LN
PHILLIPS, GARY L	3505 CHAPELWOOD CT	COLLEYVILLE, TX	76034	3505 CHAPELWOOD CT
SHAFFER, SCOTT	3508 CLIFFWOOD DR	COLLEYVILLE, TX	76034	3508 CLIFFWOOD DR
SPEER, LOUIS C	3509 CLIFFWOOD DR	COLLEYVILLE, TX	76034	3509 CLIFFWOOD DR
STANTON, JAMES TERRY	3512 CLIFFWOOD DR	COLLEYVILLE, TX	76034	3512 CLIFFWOOD DR
TERRIAN, ROBERT	3500 CLIFFWOOD DR	COLLEYVILLE, TX	76034	3500 CLIFFWOOD DR
TRAN, TONY	3504 CLIFFWOOD DR	COLLEYVILLE, TX	76034	3504 CLIFFWOOD DR
WEST, DONNA JEAN	3404 SAN BAR LN	COLLEYVILLE, TX	76034	3404 SAN BAR LN
YOUNG, JAMES R	3501 CLIFFWOOD DR	COLLEYVILLE, TX	76034	3501 CLIFFWOOD DR
QUAIL CREST ESTATES	408 FALCON COURT	COLLEYVILLE, TX	76034	COURTESY NOTICE
WOODBRIAR ESTATES WEST ADD	3700 SWEETBRIAR	COLLEYVILLE, TX	76034	COURTESY NOTICE
HURST EULESS BEDFORD ISD	1849 CENTRAL DR	BEDFORD, TX	76022	STATE REQUIRED
EVANS, ARLEN AND TRISHA	3405 CLIFFWOOD DR	COLLEYVILLE, TX	76034	APPLICANT

Public hearing notices were mailed on October 25, 2019



NOTICE OF PUBLIC HEARING

«Owner Name»

«Owner Address»

«Owner City» «Owner Zip»

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

Planning and Zoning Commission Meeting: Tuesday, November 12, 2019 at 7:00 p.m.
City Council Meetings: Tuesday, December 3, 2019 & Tuesday, December 17, 2019 at 7:30 p.m.
3rd floor of City Hall, 100 Main Street, Colleyville, Texas

Request: Consideration of a Special Use Permit for an Accessory Building to exceed the 4% lot coverage allowance. The purpose is to allow for the construction of a 1,500 sq. ft. detached garage.

Zoning Case: ZC19-008

Applicant: Arlen and Trisha Evans

Owner: Arlen and Trisha Evans

Location: 3405 Cliffwood Drive

Property Description: Lot 18, Block 2, of the Woodbriar Addition

Present Zoning: R-15 Single Family Residential

This notice has been sent to all owners of real property within 500 feet of the request as such ownership appears on the last approved tax roll and all homeowners associations within 1000 feet. Approval by the Planning and Zoning Commission serves as a recommendation to the City Council and is not a final action on the request. Denial of the proposal by the Commission is final, unless the applicant submits a written notice of appeal within 10 days from the date of action by the Commission. If appealed, the request will be placed on the next available City Council agenda as listed above. Rezoning requests, zoning amendments and conditions recommended by the Commission for approval by the City Council may be more restrictive than those described in this notice.

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

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

NOTICE OF PUBLIC HEARING

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



The application is on file for public examination in the Community Development Department at 100 Main Street, Colleyville, Texas 76034. A brief project description can be found online on the Active Development Case map:

<https://www.colleyville.com/government/departments-a-l/community-development/active-development-cases>

For additional information, please contact the Community Development Department at 817.503.1056. Please reference the zoning case number when requesting information.

Jacquelyn Reyff
Principal Planner
jreyff@colleyville.com

ORDINANCE O-19-2104

AMENDING THE ZONING ORDINANCE AND THE OFFICIAL ZONING MAP OF THE CITY OF COLLEYVILLE, TEXAS, BY CHANGING THE ZONING ON 0.6513 ACRES, BEING LOT 18, BLOCK 2 OF THE WOODBRIAR ADDITION, LOCATED AT 3405 CLIFFWOOD DRIVE, BY AUTHORIZING A SPECIAL USE PERMIT FOR AN ACCESSORY BUILDING TO EXCEED THE 4% LOT COVERAGE ALLOWANCE; PROVIDING A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS (\$2,000.00) AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City of Colleyville has received an application for a Special Use Permit for an accessory building under Case No. ZC19-008; and

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

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

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

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

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

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

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

- Sec. 1. THAT all the foregoing premises and findings are found to be true and correct and are incorporated into the body of this ordinance as if copied in their entirety.
- Sec. 2. THAT the Comprehensive Zoning Ordinance of the City of Colleyville, Texas, be, and the same is hereby amended by authorizing a Special Use Permit for an accessory building to exceed the 4% lot coverage allowance on being, 0.6513 acres, Lot 18, Block 2, of the Woodbriar Addition, located at 3405 Cliffwood Drive, as depicted on the attached as Exhibit "A".
- Sec. 3. THAT the above described tract of land shall be used only in the manner and for the purposes provided by the Comprehensive Zoning Ordinance of the City of Colleyville as heretofore amended, and as amended herein.
- Sec. 4. THAT the above described tract of land shall be subject to the following conditions:

1. GENERAL

- a. The Special Use Permit shall apply to the construction of a new 1,500 square foot accessory building to be used as a garage.
- b. The lot coverage for accessory buildings shall be $\pm 7\%$ of the total lot area.
- c. The accessory building shall be generally consistent with the, site plan and building elevations as depicted on the attached Exhibits "B" and "C". The building is to have a stucco finish and metal roof designed to match the house.

- d. The garage doors to be located on the interior 30-foot wall and face west into the interior of the lot.
- e. All requirements of the Land Development Code shall be met, except where amended herein.

- Sec. 5. THAT any person, firm or corporation violating any of the provisions or terms of this ordinance shall be subject to the same penalty as provided for in the Comprehensive Zoning Ordinance of the City of Colleyville, and upon conviction shall be punishable by a fine not to exceed the sum of Two Thousand Dollars (\$2,000.00) for each offense.
- Sec. 6. THAT if any section, paragraph, subdivision, clause, phrase or provision of this ordinance shall be judged invalid or unconstitutional, the same shall not affect the validity of this ordinance as a whole or any portion thereof other than that portion so decided to be invalid or unconstitutional.
- Sec. 7. THAT in addition to and accumulative of all other penalties, the City shall have the right to seek injunctive relief for any and all violations of this ordinance.
- Sec. 8. THAT this ordinance shall take effect immediately from and after its passage subject to the publication of the caption, as the law or charter in such cases may provide.

AND IT IS SO ORDERED.

The first reading and public hearing being conducted on the 3rd day of December 2019.

The second reading and public hearing being conducted on the 17th day of December 2019.

PASSED AND APPROVED BY A VOTE OF ____ AYES, ____ NAYS, AND ____ ABSTENTIONS ON THIS THE 17th DAY OF DECEMBER 2019.

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

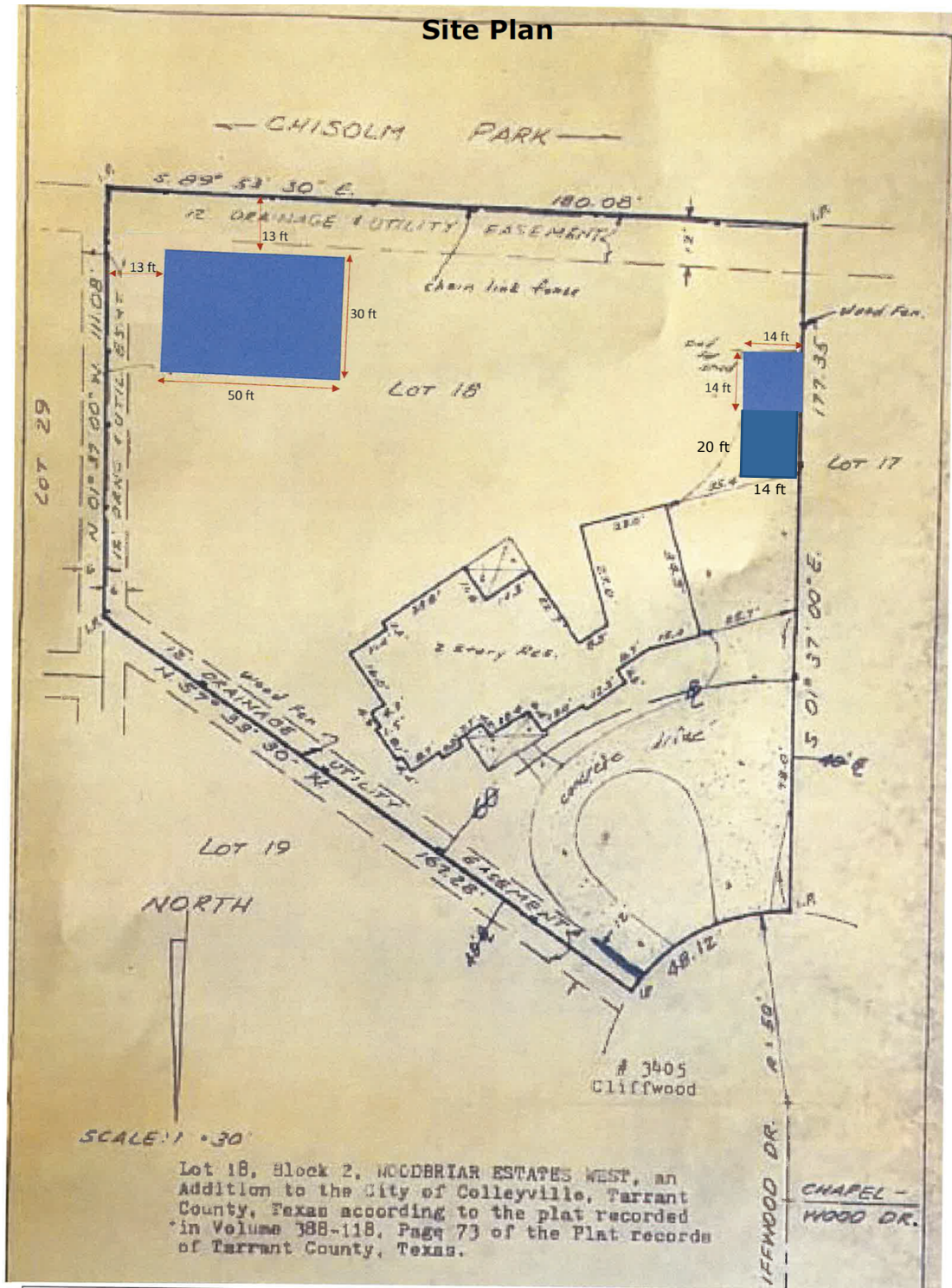
APPROVED AS TO FORM:

Whitt Wyatt
City Attorney

Exhibit "A" - Location and Zoning Map



Exhibit "B" – Site Plan

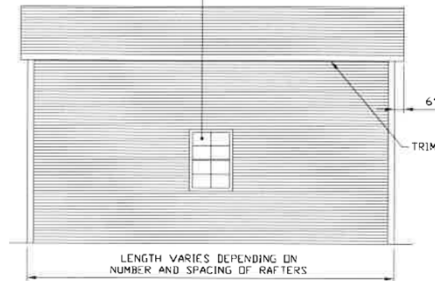


R-15 Zoning	Lot Size: 28,370 SF
Arlen and Trisha Evans	Lot 18, Block 2 of Woodbriar Addition
3405 Cliffwood Dr., Colleyville, TX	Structure Footprints: House – 3935 SF, storage – 196 SF
	Percentage of total property area (existing): 14.5%
	Percentage of total property area (proposed): 19.8%

Exhibit "C" – Elevations

BOX EAVE FRAME RAFTER STRUCTURE (Sheets 4, 4A, 4B, 4C, 4D, 4E, 5, 5A, 5B, 5C, 5D, 5E, 5F, 5G, 8, 9, 11, 12, 13, AND 15)

WINDOW (AS APPLICABLE)
DESIGN PRESSURE
LOW = (26.38 PSF, -35.21 PSF)
HIGH = (39.75 PSF, -49.55 PSF)

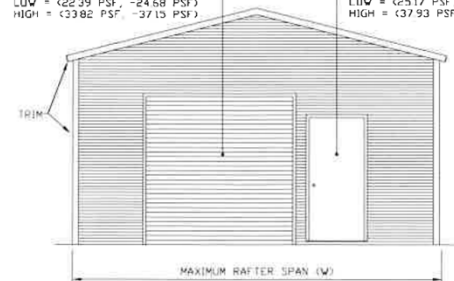


TYPICAL SIDE ELEVATION-HORIZONTAL ROOF

SCALE: NTS

ROLL-UP DOOR
(AS APPLICABLE)
DESIGN PRESSURE
LOW = (22.39 PSF, -24.68 PSF)
HIGH = (33.82 PSF, -37.15 PSF)

SWINGING DOOR
(AS APPLICABLE)
DESIGN PRESSURE
LOW = (25.17 PSF, -27.35 PSF)
HIGH = (37.93 PSF, -41.32 PSF)

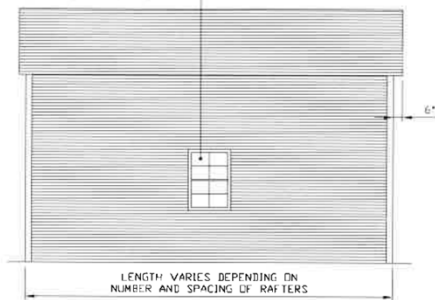


TYPICAL END ELEVATION-HORIZONTAL ROOF

SCALE: NTS

BOW FRAME RAFTER STRUCTURE (Sheets 6, 6A, 7, 7A, 7B, 7C, 8, 10, 11, 12, AND 14)

WINDOW (AS APPLICABLE)
DESIGN PRESSURE
LOW = (26.38 PSF, -35.21 PSF)
HIGH = (39.75 PSF, -49.55 PSF)

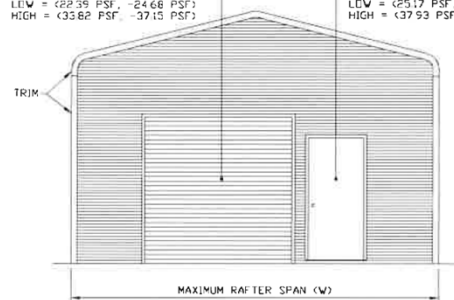


TYPICAL SIDE ELEVATION

SCALE: NTS

ROLL-UP DOOR
(AS APPLICABLE)
DESIGN PRESSURE
LOW = (22.39 PSF, -24.68 PSF)
HIGH = (33.82 PSF, -37.15 PSF)

SWINGING DOOR
(AS APPLICABLE)
DESIGN PRESSURE
LOW = (25.17 PSF, -27.35 PSF)
HIGH = (37.93 PSF, -41.32 PSF)



TYPICAL END ELEVATION

SCALE: NTS

**MOORE AND ASSOCIATES
ENGINEERING AND CONSULTING, INC.**

DRAWN BY: JRS

CHECKED BY: PDH

PROJECT MGR: VSM

**CLIENT: CAROLINA
CARPORTS**

**CAROLINA CARPORTS, INC.
187 CARDINAL RIDGE TRAIL
DOBSON, NC 27017
30'x20' ENCLOSED STRUCTURE**

DATE: 1-15-18

SCALE: NTS

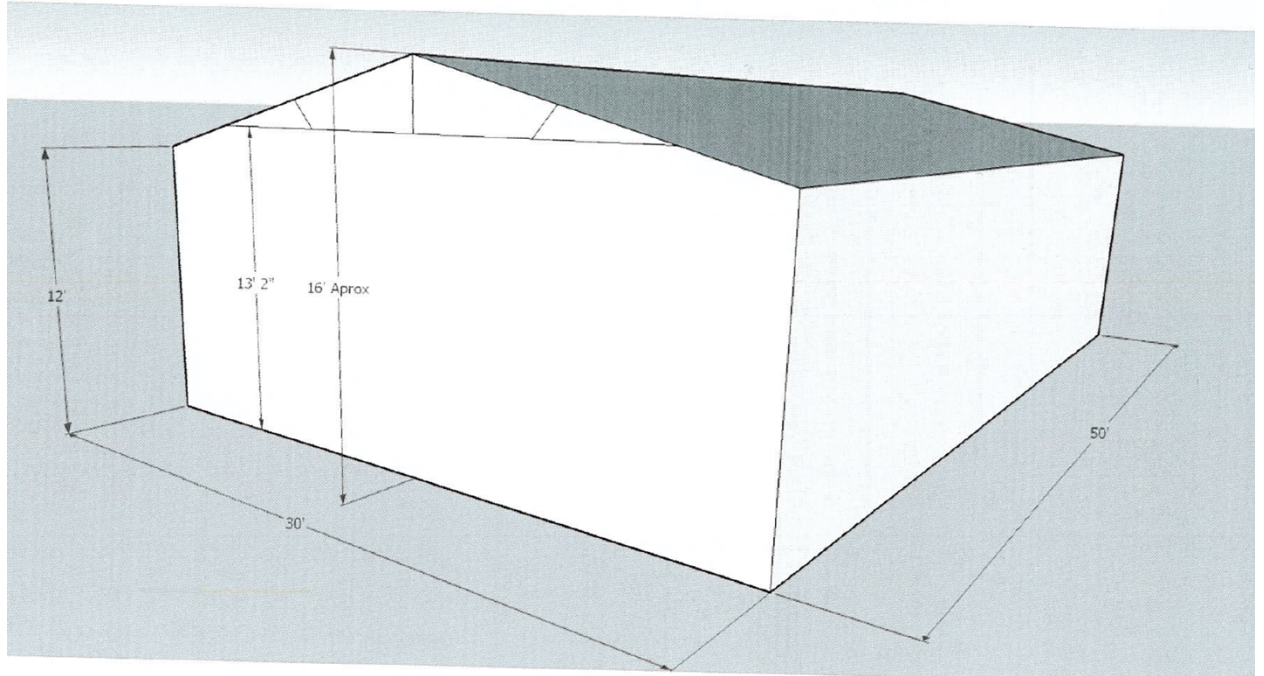
DWG. NO: SK-3

**JOB NO: 15156S 1613SS
17324S**

SHT. 3B

REV: 7

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City of Colleyville City Council Agenda Briefing

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

Agenda Number 6b

Agenda Date 12/17/2019

Number Ordinance O-19-2106

Type Ordinance

Department Finance

Title

An ordinance amending Sections 3A and 3B of the Water and Sewer Policy and Procedure manual as contained in the Code of Ordinances of the City of Colleyville, adjusting water and wastewater volumetric rates to pass through changes from the Trinity River Authority

Strategic Plan

2.1 Provide responsive, efficient city services

2.4 Demonstrate stewardship of public resources

Explanation

Second Reading and Public Hearing

There were no speakers regarding this item at the December 3, 2019, City Council meeting.

First Reading and Public Hearing

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).

The base and volumetric rates are reviewed and updated on an annual basis. The new base rates are reflected in the bills sent out in October to coincide with the City's fiscal year, while the new volumetric rates are reflected in the bills sent out in January to coincide with TRA's rate change.

This agenda item provides for formal consideration and approval to amend Sections 3A and 3B of the Water and Sewer Policy and Procedure manual as contained in the Code of Ordinances of the City of Colleyville, to reflect the proposed new pass through rates to be in effect starting with the January billing for December's usage as follows:

Water Rates: Staff recommends consideration of raising the current water volumetric rate from \$4.14 to \$4.32

Wastewater Rates: Staff recommends consideration of raising the current wastewater volumetric rate from \$3.11 to \$3.12

Adoption of this ordinance will provide the revenue to recover the costs from TRA.

Financial Impact

Adoption of this ordinance will provide the revenue to recover the costs from TRA.

Recommendation

Approve

Attachments

1. Ordinance O-19-2106
2. Volumetric Rates 12-17-19

ORDINANCE O-19-2106

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 2020 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 by lowering the water base rate, lowering the wastewater base rate, and increasing the base rate for funding of utility capital projects.

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 out-of-city customers shall be \$4.00 higher than the charge for in-city customers.

Base charge per month for in-city customers:	
Water meters 1 inch or less	\$13.46
Water meters of 1.5 inches	\$26.92
Water meters of 2 inches	\$43.07
Water meters of 3 inches	\$80.75

Water meters of 4 inches	\$134.59
Base charge per month for out-of-city customers:	
Water meters 1 inch or less	\$17.46
Water meters of 1.5 inches	\$30.92
Water meters of 2 inches	\$47.07
Water meters of 3 inches	\$84.75
Water meters of 4 inches	\$138.59
Volumetric charge per 1,000 gallons	\$4.32

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 \$4.32 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	\$10.37
Non-residential customers	\$16.37

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:	\$3.12
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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	\$2.72
Water meters of 1.5 inches	\$5.03
Water meters of 2 inches	\$7.81

Water meters of 3 inches	\$14.29
Water meters of 4 inches	\$23.54

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 January 1, 2020.

AND IT IS SO ORDERED.

The first reading and public hearing being conducted on the 3rd day of December 2019.

The second reading and public hearing being conducted on the 17th day of December 2019.

APPROVED BY A VOTE OF ____ AYES, ____ NAYS, AND ____ ABSTENTIONS ON THIS THE 17TH DAY OF DECEMBER 2019.

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

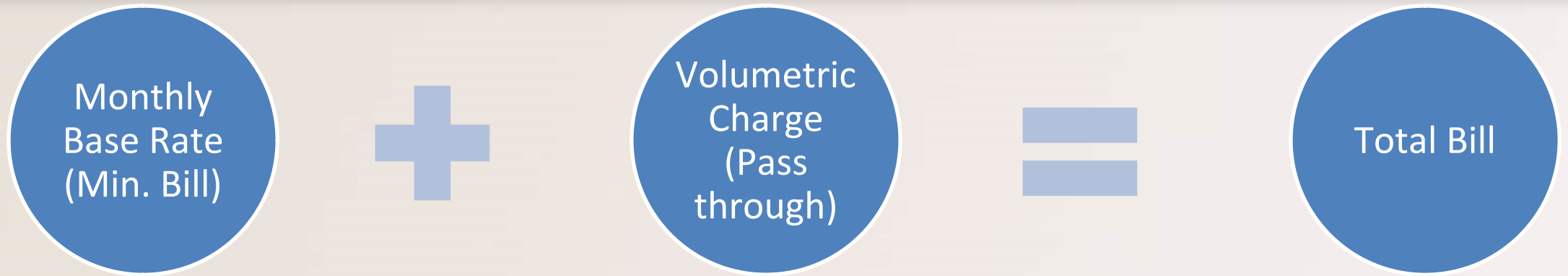
APPROVED AS TO FORM:

Whitt L. Wyatt
City Attorney

Volumetric Utility Rates

City Council
December 17, 2019

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



FY 2020 Rates

Using savings/difference from lower water and wastewater base rates to increase the CIP funding component of the rate structure

-\$-.02

-\$-0.41

+\$0.43

Same

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

Water Meter Size	FY 2020 Water	FY 2020 Wastewater	FY 2020 CIP	FY 2020 Total
1" Meter	\$13.46	\$10.37	\$2.72	\$26.55
1.5" Meter	\$26.92	\$10.37	\$5.03	\$42.32
2" Meter	\$43.07	\$10.37	\$7.81	\$61.25
3" Meter	\$80.75	\$10.37	\$14.29	\$105.41
4" Meter	\$134.59	\$10.37	\$23.54	\$168.50

Water Volumetric Rates



Current Rate	New Rate	Difference
\$4.136 / 1,000 Gallons	\$4.3224 / 1,000 Gallons	\$0.18 / 4.3%

Volumetric Rate Calculation	Rate per 1,000 Gallons
TRWD Raw Water Costs	\$1.341
Colleyville's Portion of TRA Operating Budget	\$1.011
Add: 20% of O&M rate (billed by TRA to ensure liquidity)	\$0.470
Subtotal O&M Rate	\$2.822
Colleyville's portion of TRA Debt Budget	\$1.429
Add: 5% of Debt Service (based on historical experience)	\$0.071
Subtotal Debt Rate	\$1.50
Total FY20 Volumetric Water Rate	\$4.3224

Wastewater Volumetric Rates



Current Rate	New Rate	Difference
\$3.1071 / 1,000 Gallons	\$3.1212 / 1,000 Gallons	\$0.014/ 0.5%

Volumetric Rate Calculation	Rate per 1,000 Gallons
Colleyville's Portion of TRA Operating Budget	\$1.055
Add: 2% of O&M rate (based on historical experience)	\$0.021
Subtotal O&M Rate	\$1.076
Colleyville's portion of TRA Debt Budget	\$1.948
Add: 5% of Debt Service (based on historical experience)	\$0.097
Subtotal Debt Rate	\$2.045
Total FY20 Volumetric Wastewater Rate	\$3.1212

Questions and Discussion



City of Colleyville City Council Agenda Briefing

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

Agenda Number 7a

Agenda Date 12/17/2019

Number Resolution R-19-4455

Type Resolution

Department City Secretary

Title

A resolution changing the date of the first City Council Meeting in October to Monday, October 5, 2020, due to National Night Out in Texas

Strategic Plan

1.4 Communicate thoroughly and strategically

Explanation

Reading and Public Hearing

Per the direction of the City Council at the December 3, 2019, Worksession, the proposed resolution will set the first October City Council meeting date to Monday, October 5, 2020, to allow participation in National Night Out, Tuesday, October 6, 2020.

The proposed 2020 meeting schedule is as follows:

Tuesday, January 7, 2020	Tuesday, July 7, 2020
Tuesday, January 21, 2020	Tuesday, July 21, 2020
Tuesday, February 4, 2020	Tuesday, August 4, 2020
Tuesday, February 18, 2020	Tuesday, August 18, 2020
Tuesday, March 3, 2020	Tuesday, September 1, 2020
Tuesday, March 17, 2020	Tuesday, September 15, 2020
Tuesday, April 7, 2020	Monday, October 5, 2020
Tuesday, April 21, 2020	Tuesday, October 20, 2020
Tuesday, May 5, 2020	Tuesday, November 3, 2020
Tuesday, May 19, 2020	Tuesday, November 17, 2020
Tuesday, June 2, 2020	Tuesday, December 1, 2020
Tuesday, June 16, 2020	Tuesday, December 15, 2020

Financial Impact

There is no financial impact to the City.

Recommendation

Approve

Attachments

1. Resolution R-19-4455

RESOLUTION R-19-4455

**A RESOLUTION CHANGING THE FIRST OCTOBER CITY COUNCIL
MEETING DATE TO MONDAY, OCTOBER 5, 2020**

WHEREAS, in accordance with the City Charter, and Section 3.1 of the City Council Rules of Procedure, *the City Council shall meet in the City Hall on the first and third Tuesday of each month at 7:30 p.m. unless otherwise officially established by the City Council;* and

WHEREAS, City Council desires to change the date of the first October City Council meeting date to Monday, October 5, 2020, to accommodate National Night Out in Texas on Tuesday, October 6, 2020.

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

Sec. 1. THAT the first regular City Council meeting in October will be held Monday, October 5, 2020.

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF ____ AYES, ____ NAYS, AND ____ ABSTENTIONS, THIS THE 17TH DAY OF DECEMBER 2019.

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
www.colleyville.com

Agenda Number 9

Agenda Date 12/17/2019

Type Report

Department City Secretary

Title

Colleyville Library Board Minutes - August 12, 2019

Attachments

1. Colleyville Library Board Minutes - August 12, 2019



City of Colleyville

Colleyville Library Board

MINUTES

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

Monday, August 12, 2019
6:00 p.m.

Colleyville Public Library
110 Main Street

1. CALL TO ORDER

Chair Molly Skinner called the meeting of the Colleyville Library Board to order at 6:05 p.m.

Present Board members: Chair Molly Skinner, Kay Newton, Gary McPherson, Pat Jones, Billie Tuttle, Lourdes McWithey, Merry Graves; City Staff: Library Director Mary Rodne, Library Community Events Coordinator Kristi Isbell

Absent Board members: Cecilia Sublette and Mike Sexton

2. APPROVAL OF MINUTES

June 10, 2019

A motion was made by Kay Newton and seconded by Pat Jones to approve the June 10, 2019 minutes. The motion was approved unanimously.

3. REGULAR AGENDA ITEMS

3a Library Board appointments update

Director Mary Rodne stated that the City Secretary's Office had proposed changes to the reappointment calendar for all boards and commissions and would send out notifications to Library Board members with expiring terms with instructions on how to proceed.

3b City of Colleyville Volunteer Appreciation Reception

Rodne explained that the City is hosting this new event on September 10, 2019 to honor and appreciate all citizens who serve on boards and commissions and advised members that a formal invitation would arrive soon.

3c City of Colleyville Fiscal Year 2020 (FY20) budget update

Rodne explained that according to the City's preliminary FY2020 budget discussed at

City Council on August 6, 2019, the Library's budget was approved according to what was submitted and similar to the current year and was expected to be approved at the City Council meeting on September 17, 2019.

3d Approval of the use of the Voluntary Library Fund for purchase of library materials, materials processing supplies, and library programs.

Director Rodne presented an overview of the Voluntary Library Fund report, which gave projections through September 2019. Rodne stated that the anticipated available funds were about \$183,733.00 and requested \$170,000.00 be used for the purchase of library materials, materials processing supplies, and programs. The board discussed the proposed expenditures of \$170,000.00 for the purchase of collection materials, materials processing supplies, and library programs and the merit of increasing the amount approved to not exceed \$170,000.00. A motion was made by Kay Newton and seconded by Billie Tuttle to make a recommendation to City Council to proceed with the expenditure of these funds for the purchase of library materials, materials processing supplies, and library programs, in an amount not to exceed \$170,000.00 for the FY2020 budget year. The motion was approved unanimously.

3e Discussion of items for future agendas.

Kay Newton requested information about the new plaza being developed in front of Library/ City Hall and Lourdes McWithey requested to discuss ideas for future author luncheons. Director Rodne explained that information could be provided in the upcoming Programs Report.

4. REPORTS

4a Librarian's Report

A. Monthly Statistics:

Director Rodne provided an overview of the statistics for the months of July and August 2019.

B. Donations:

In June, the Library received \$500.00 from the Friends in support of the July author luncheon; \$500.00 from the Friends for the purchase of Summer Reading Grand Prizes; and, \$5,000.00 from the Rotary Club of Colleyville for the purchase of books related to the care, prevention, and treatment of cancer, as well as, the purchase of juvenile easy readers and picture books. Rodne explained that this donation added 32 books related to cancer, 165 picture books and 173 juvenile easy readers to the

Library's collection. Rodne added that the Rotary Club of Colleyville would be recognized at City Council and that each book would include a plaque.

C. Programs:

Rodne explained that 1,276 children and 175 adults and teens registered in the Summer Reading Program with over 16,000 children and almost 800 adults and teens in attendance at the programs. Rodne reported that the Moon Party was a huge success with about 170 in attendance to view the night sky through telescopes provided by the Fort Worth Astronomical Society. Rodne stated that fall programming would include an emphasis on National Library Card Sign-Up Month and would feature the characters from *Toy Story 4* and opportunities patrons to earn prizes for registering, renewing, or using their library card and for checking out.

4b Friends of the Colleyville Public Library Report

Kay Newton reported that the Friends held officer elections at their annual meeting in June and the following were elected as officers: Kay Newton, President; Joan Roberts, Treasurer; Mary Alice Rippe, VP – Membership; and, Pam Pugliese, Secretary. Newton stated that the Friends sold water and popcorn, as a fundraiser, at the 2019 Summer Reading Finale with great success.

4c Colleyville Public Library Foundation Report

Pat Jones reported that the Foundation would be participating in the 2019 North Texas Giving Day on September 19 and encouraged all to bring awareness to the event.

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

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

6. ADJOURNMENT

A motion was made by Kay Newton and seconded by Billie Tuttle to adjourn the meeting of the Colleyville Library Board at 6:45 p.m. The motion was approved unanimously.

*APPROVED BY A VOTE OF 6 AYES, 0 NAYS, AND 0 ABSTENTIONS ON THIS THE
9th DAY OF December, 2019.*

Minutes taken and prepared by:

Kristi Isbell

Kristi Isbell,
Library Community Events Coordinator

RESOLUTION R-19-4456

**A RESOLUTION APPROVING CITY COUNCIL ACTION
UNDER BUSINESS AT THE REGULAR CITY COUNCIL MEETING OF
DECEMBER 17, 2019**

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

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

Sec. 1. THAT

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF _ AYES, _ NAYS AND _ ABSTENTIONS ON THIS THE 17TH DAY OF DECEMBER 2019.

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