

# City of Carrollton

1945 E. Jackson Road  
Carrollton, TX 75006



## REGULAR WORKSESSION & MEETING

Tuesday, August 16, 2016

5:15 PM

CITY HALL, 2nd Floor

### City Council

*Mayor Matthew Marchant*  
*Mayor Pro Tem Doug Hrbacek*  
*Deputy Mayor Pro Tem Steve Babick*  
*Councilmember James Lawrence*  
*Councilmember Anthony Wilder*  
*Councilmember Bob Garza*  
*Councilmember Glen Blanscet*  
*Councilmember John Sutter*

**\*\*\*PRE-MEETING / EXECUTIVE SESSION\*\*\*****5:15 P.M. – COUNCIL BRIEFING ROOM**

1. Receive **information and discuss Consent Agenda.**
2. Council will convene in Executive Session pursuant to Texas Government Code:
  - **Section 551.071** for private consultation with the City Attorney to seek legal advice with respect to pending and contemplated litigation and including all matters on this agenda to which the City Attorney has a duty under the Texas Rules of Discipline and Professional Conduct regarding confidential communication with the City Council.
  - **Section 551.074** to discuss personnel matters.
    - Annual Performance Review of City Attorney
  - **Section 551.087** to discuss Economic Development.
3. Council will reconvene in open session to consider action, if any, on matters discussed in the Executive Session.

**\*\*\*WORKSESSION\*\*\***

4. Interview Executive Search Firms For City Manager Recruitment.
5. Discuss Fiscal Year 2017 Preliminary Budget.
6. Discuss Traffic Advisory Committee Appointments.
7. Discuss Possible Dates For The Boards And Commissions Appreciation Dinner.
8. Mayor and Council reports and information sharing.

**\*\*\*REGULAR MEETING 7:00 PM\*\*\*****INVOCATION****PLEDGE OF ALLEGIANCE****PUBLIC FORUM**

9. **Hearing of any citizen/visitor on items not listed on the regular meeting agenda. Citizens wishing to address the Council regarding items on the posted agenda will be called to speak during the Council's consideration of such items.**

Citizens/visitors should complete an appearance card located on the table at the entrance to the City Council Chambers. Speakers must address their comments to the presiding officer rather than to individual Council members or staff; Stand at the podium, speak clearly into the microphone and state your name and address prior to beginning your remarks; Speakers will be allowed between 2 and 5 minutes for testimony; Speakers making personal, impertinent, profane or slanderous remarks may be removed from the room; Unauthorized remarks from the audience, stamping of feet, whistles, yells and similar demonstrations will not be permitted; No placards, banners or signs will be permitted in the Chambers or in any other room in which the Council is meeting. In accordance with the State Open Meetings Act, the City Council is restricted from discussing or taking action on items not listed on the agenda. Action can only be taken at a future meeting.

## CONSENT AGENDA

*(\*All items marked with a single asterisk are part of a Consent Agenda and require no deliberation by the Council. Each Council member has the prerogative of removing an item from this agenda so that it may be considered separately. Contracts and agreements are available in the City Secretary's Office.)*

## MINUTES

- \*10. Consider Approval Of The August 2, 2016 Regular Meeting Minutes.

## BIDS & PURCHASES

- \*11. Consider Approval Of The Purchase Of Travel Services For The Carrollton Senior Center From Premier World Discovery In An Amount Not To Exceed \$104,000.00.
- \*12. Consider Approval Of The Purchase Of Level IV "Active Shooter" Kits And Level IIIA Ballistic Shields For The Police Department From CMC Government Supply Through A Contract With BuyBoard In An Amount Not To Exceed \$39,662.15.
- \*13. Consider Approval Of RFP # 16-031 For Sand And Gravel For Various Departments From Various Vendors In An Amount Not To Exceed \$124,350.00.
- \*14. Consider Approval For Water Utilities And Storm Drain At McInnish Dog Park By EEC Enviro Services In An Amount Not To Exceed \$57,675.

**CONTRACTS & AGREEMENTS**

- \*15. Consider Authorizing The City Manager To Enter Into An Interlocal Agreement Between The North Central Texas Council of Governments And City of Carrollton To Purchase 2016 Aerial Photography In An Amount Not To Exceed \$6,308.50.
- \*16. Consider Authorizing The City Manager To Approve A Professional Services Contract With JBI Partners For Surveying Services For The Crosby Road Redevelopment Initiative In An Amount Not To Exceed \$33,000.00.

**RESOLUTIONS**

- \*17. Consider A Resolution Authorizing The City Manager To Reimburse The Texas Department Of Transportation In The Amount Of \$937,863.45 Toward The Reconstruction Of Trinity Mills Road From Willowgate Drive To Midway Road, And Establishing An Effective Date.
- \*18. Consider A Resolution Authorizing The City Manager To Approve An Interlocal Agreement With The North Central Texas Council Of Governments (NCTCOG) For Sharing Of Bid Awards.
- \*19. Consider A Resolution Authorizing The City Manager To Enter Into Single-Family Rehabilitation Incentive Agreements With Yeseica Cruz For 2305 Halifax Dr. In An Amount Not To Exceed \$565.52, With Darrell Kopaska For 1819 Baxley Dr. In An Amount Not To Exceed \$711.32, With Jean Ford Knight For 1817 Gravley Dr. In An Amount Not To Exceed \$829.70, With Lemual Carrol Lord For 1815 Baxley Dr. In An Amount Not To Exceed \$296.73, With Jessica M. Ramirez For 1811 Baxley Dr. In An Amount Not To Exceed \$252.16, With Charline C. Shehane For 1808 Baxley Dr. In An Amount Not To Exceed \$286.48, With Silvestre Perez For 1822 Baxley Dr. In An Amount Not To Exceed \$818.06, With Amy Lehman For 1833 Hood St. In An Amount Not To Exceed \$675.38, With Walter Arevalo For 1832 Spring Ave. In An Amount Not To Exceed \$697.65, With Rosa And Marcelino Gutierrez For 1834 Spring Ave. In An Amount Not To Exceed \$633.61, With Rene Lopez For 1836 Spring Ave. In An Amount Not To Exceed \$712.36, With William And Jill Morgan For 1819 Spring Ave. In An Amount Not To Exceed \$300.46, And With Brent H. Hesse For 1816 Gravley Dr. In An Amount Not To Exceed \$568.40 For An Aggregate Grant Incentive Total Not To Exceed \$7,347.83.
- \*20. Consider A Resolution Authorizing The City Manager To Negotiate And Execute A Professional Services Agreement With An Executive Search Firm For A City Manager Search.

- \*21. Consider A Resolution Appointing Members To The Traffic Advisory Committee.

#### **PUBLIC HEARING - INDIVIDUAL CONSIDERATION**

22. Hold A Second Public Hearing To Consider An Ordinance Annexing 1.3 Acres Of Land Located On The South Side Of Parker Road/FM 544 West Of The Burlington Northern Santa Fe Railroad And Southern Half Of Culpepper Road, East Of Dozier Road. Case No. 07-16MD1 Villas At Parker, Phase 1.
23. Hold A Second Public Hearing To Consider An Ordinance Annexing Three Tracts Of Land Totaling Approximately 35.6 Acres Located Along The South Side Of Parker Road/FM 544 Approximately 1,100 Feet East Of Plano Parkway And Near The Intersection Of Dozier Road. Case No. 07-16MD3 Villas At Parker, Phase 2.

#### **OTHER BUSINESS**

24. Hold A Public Hearing On The Proposed 2016 Property Tax Increase And Proposed Operating And Capital Budget For The Fiscal Year October 1, 2016 Through September 30, 2017.

**ADJOURNMENT**

*CERTIFICATE - I certify that the above agenda giving notice of meeting was posted on the bulletin board at the City Hall of Carrollton, Texas on the 12th day of August 2016 at 12:00pm.*

*Ashley D. Mitchell*

*Ashley D. Mitchell, Director of Administrative Services*

*This building is wheelchair accessible. For accommodations or sign interpretive services, please contact City Secretary's Office at least 72 hours in advance at 972-466-3005. Opportunities and services are offered by the City of Carrollton without regard to race, color, age, national origin, religion, sex or disability.*

*Pursuant to Section 551.071 of the Texas Government Code, the City Council reserves the right to consult in a closed meeting with its attorney and to receive legal advice regarding any item listed on this agenda. Further, the Texas Open Meetings Act, codified in Chapter 551 of the Texas Government Code, does not require an agenda posting where there is a gathering of a quorum of the City Council at a regional, state or national convention or workshop, social function, convention, workshop, ceremonial event or press conference. The City Secretary's Office may occasionally post agendas for social functions, conventions, workshops, ceremonial events or press conference; however, there is no legal requirement to do so and in the event a social function, convention, workshop, ceremonial event or press conference is not posted by the City Secretary's Office, nothing shall preclude a quorum of the City Council from gathering as long as "deliberations" within the meaning of the Texas Open Meetings Act do not occur.*

*FIREARMS PROHIBITED at City Council meetings pursuant to Texas Penal Code Sections 46.035(c) and 30.05.*



# City of Carrollton

## Agenda Memo

File Number: 2786

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**Agenda Date:** 8/16/2016

**Version:** 1

**Status:** Work Session

**In Control:** City Council

**File Type:** Work Session Item

**Agenda Number:** 4.

**CC MEETING: August 16, 2016**

**DATE:** August 10, 2016

**TO:** Leonard Martin, City Manager

**FROM:** Chrystal Davis, Workforce Services Director

Interview **Executive Search Firms For City Manager Recruitment.**

### **BACKGROUND:**

On August 2, 2016, Leonard Martin announced his retirement effective January 2017. Three executive search firms were asked to provide proposals for consideration. Each firm provided a proposal with a recruitment timeline that fit within the five month notice period and all three firms offered a warranty on their search.

Based upon the proposals received staff recommends interviewing two firms based upon length of warranty offered and previous experience with this type of recruitment.







# City of Carrollton

## Agenda Memo

File Number: 2769

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**Agenda Date:** 8/16/2016

**Version:** 1

**Status:** Work Session

**In Control:** City Council

**File Type:** Work Session Item

**Agenda Number:** 5.

**CC MEETING: August 16, 2016**

**DATE:** August 4, 2016

**TO:** Leonard Martin, City Manager

**FROM:** Bob Scott, Assistant City Manager

Discuss **Fiscal Year 2017 Preliminary Budget.**

### **BACKGROUND:**

The Fiscal Year 2017 Preliminary Budget was distributed to the City Council on July 29, 2016. On August 2, 2016, a City Council work session was held to provide Council a briefing on the Preliminary Budget.

The August 16, 2016 work session is to provide an opportunity for Council to deliberate on the Preliminary Budget and provide staff with feedback on any desired changes.

As a follow up to the August 2nd work session, the following updated documents are attached.

1. Council Decision Points for "Cost Additions Not Included in the Preliminary Budget" with the addition of an item for the veterans' memorial park;
2. Community Service Funding Summary with proposed funding levels as directed by Council; and
3. CIPAC Recommendation with the additional information regarding the Infrastructure Report Card.

Any changes to the Preliminary Budget directed by Council during this work session will be incorporated into the final Fiscal Year 2017 Budget.

### **STAFF RECOMMENDATION/ACTION DESIRED:**

Deliberate and provide direction on desired changes to the Fiscal Year 2017 Preliminary Budget.

**COUNCIL DECISION POINTS  
COST ADDITIONS NOT INCLUDED IN THE PRELIMINARY BUDGET**

BUSINESS UNIT	TITLE	DETAILS	NON-RECURRING USE	FULL-YEAR RECURRING USE		
				PERSONNEL	OTHER	TOTAL
City-Wide	Compensation Pool	Additional 1% compensation pool effective October 1, 2016.	\$ -	\$ 574,971	\$ -	\$ 574,971
City-wide	TMRS Benefit Adjustments	Lower TMRS contribution from 13.95% to 12.44% effective 1/1/17. The City has continued to contribute to TMRS at the 2012 required rate of 13.95%, which is 2.47 percentage points greater than the 2016 required contribution rate of 11.48%. This contribution over the required rate has allowed the City to obtain a 93.4% funded rate. The required contribution rate effective 1/1/17 will increase to 12.44%. The Fiscal Year 2017 Preliminary Budget has been prepared based on the continuation of the 13.95% contribution rate.	-	(580,296)	-	(580,296)
Police Management	Property and Evidence Technician	Currently, Crime Scene Detectives work more than half of their available weekly hours in the property and evidence room processing property disposals and managing inventory. This position would allow Crime Scene Detectives more available hours for field deployment and complete the transition of property room processing to civilians.	199	47,106	2,582	49,688
Police Operations	Full time bicycle unit (2 officers partially funded by COPS + 2 officers fully funded by city)	The FY 16 budget included non-recurring funds to expand the Police Bicycle Unit staffing on an overtime trial basis. This is option is to create a permanent Police Bicycle Team of 4 full-time officers. Costs assume the COPS grant will pay \$141,845 in year one, \$80,832 in year two and \$27,323 in year three. Grant determination will be announced 9/30/16. Recurring funds are based on the cost net of first year grant funding.	146,030	176,841	67,604	244,445
Police Operations	Full time bicycle unit (4 officers fully funded by city)	The FY 16 budget included non-recurring funds to expand the Police Bicycle Unit staffing on an overtime trial basis. This is option is to create a permanent Police Bicycle Team to 4 full-time officers. Costs associated with this proposal assume no COPS grants. Expenses are 100% city funding for 4 full-time officers.	146,030	318,686	67,604	386,290
Police Operations	Full time bicycle unit (2 officers fully funded by city)	The FY 16 budget included non-recurring funds to expand the Police Bicycle Unit staffing on an overtime trial basis. This is option is to create a permanent Police Bicycle Team to 4 full-time officers. Costs associated with this proposal assume no COPS grants. Expenses are 100% city funding for 2 full-time officers.	109,045	159,343	55,034	214,377

**COST ADDITIONS NOT INCLUDED IN THE PRELIMINARY BUDGET**

**COUNCIL DECISION POINTS**  
**COST ADDITIONS NOT INCLUDED IN THE PRELIMINARY BUDGET**

BUSINESS UNIT	TITLE	DETAILS	NON-RECURRING USE	FULL-YEAR RECURRING USE		
				PERSONNEL	OTHER	TOTAL
Fire Operations	6th Medic Unit	This proposal is for the addition of a full-time 6th Medic unit with an activation date of January 1, 2018. Recurring costs are for full year impact in FY19, FY17 and 18 would have partial year funding needs of \$144,608 and \$839,119 respectively.	426,446	847,340	136,214	983,554
Fire Operations	EMS Support Specialist	Increased regulatory requirements and service delivery factors have overloaded the current EMS delivery system. This position would have responsibility for daily functions of EMS delivery program.	9,170	84,785	2,467	87,252
Fire Operations	Training Captain	This position is needed to properly utilize the new training facility, obtain and monitor certifications and ensure that training requirements are met. This position would have responsibility over fire training and professional development programs.	9,907	103,784	3,304	107,088
Leisure Services	Establish Equipment Replacement & Small Project Fund	Every year there are several small projects that too large to fit within the PARD operating budgets or are not large enough for bond election funds. This proposal would allocate funds to help cover expenses such as tennis court resurfacing and miscellaneous equipment replacement.	-	-	180,000	180,000
Leisure Services	Expanded Christmas Event	Last year's inaugural Christmas events were widely attended and celebrated. To build on this success, funding is needed to invest in the event for future years. This proposal would establish a recurring fund for additional holiday events and help purchase additional decorations and supplies.	30,000	-	21,000	21,000
Rosemeade Rec Center	Replace Flooring and Ceiling	Most of the carpeted flooring and all the ceiling tiles at Rosemeade Rec Center are due for replacement. This proposal would replace the ceiling tiles and update the carpet with something more stain resistant and long lasting.	150,000	-	-	-
Crosby Rec Center	Convert Boxing Room into Cross Fit Room	The boxing room at Crosby Rec Center is underutilized. Converting it to cross-fit would reflect current fitness trends and help attract new membership. This proposal would remove the boxing ring and fund the purchase and set up of new cross-fit equipment.	50,000	-	-	-
Athletics	Playground Surfacing	The playground surface at multiple parks is a poured-in-place, rubber surface that overtime begins to deteriorate and needs to be replaced. Replacing the rubber surfaces with synthetic turf is a cheaper alternative and easier to maintain. This proposal would replace the surface of playgrounds at Indian Creek, Clifford Hall, Keller Springs, Cedar Elm Park, and Oakwood Springs.	389,575	-	-	-

**COST ADDITIONS NOT INCLUDED IN THE PRELIMINARY BUDGET**

**COUNCIL DECISION POINTS  
COST ADDITIONS NOT INCLUDED IN THE PRELIMINARY BUDGET**

BUSINESS UNIT	TITLE	DETAILS	NON-RECURRING USE	FULL-YEAR RECURRING USE		
				PERSONNEL	OTHER	TOTAL
Athletics	Practice Area Lights	Practice areas were very popular this spring with youth associations for practice. Without lights, the use is very limited during fall, winter and spring, allowing only 7 teams daily. This proposal would install lights at the Rosemeade Practice Areas and allow usage from 5-9pm daily, accommodating up to 28 teams.	184,000	-	2,500	2,500
Athletics	Rosemeade Dog Park Lights	Since the Rosemeade Dog Park opened in July 2015, it has been one of the most regularly attended parks in the city, restricted from sunrise to sunset. This proposal would install lights at the Rosemeade Dog Park and allow park hours to be extended during the fall, winter and spring months.	138,000	-	2,500	2,500
Athletics	Rosemeade Rainforest Lazy River - Expand 400'	This proposal is for the added expansion of the lazy river at the Rosemeade Rainforest from 200' to 400'.	225,000	-	23,000	23,000
Athletics	Rosemeade Rainforest Lazy River - Expand 600'	This proposal is for the added expansion of the lazy river at Rosemeade Rainforest from 200' to 600'.	425,000	-	38,500	38,500
Citywide	One Additional Quiet Zone Expansion	This proposal would fund one additional railroad quiet zone in the city.	300,000	-	-	-
Citywide	Traffic Signals	This proposal would fund the replacement of traffic signals at one intersection.	165,000	-	-	-
Leisure Services	Increase Parks Amenity Fund	Currently \$125,000 is allocated annually from non-recurring funds for the Parks Amenity Fund.	TBD	-	-	-
Citywide	Veteran's Memorial Park	Item moved from Community Service funding to Decision Points as requested.	125,000	-	-	-
Citywide	Eddy Mann Wall Enhancements	At the Council Retreat, a desire to enhance the facade of Eddy Mann Walls was discussed.	100,000	-	-	-
Police/Env Services	Neighborhood Safety grants - cameras, motion sensor lights, education	At the Council Retreat, a desire for a Neighborhood Safety Grants for items such as cameras, motion sensor lights and education was discussed.	TBD	-	-	-
<b>TOTAL</b>			<b>\$ 3,128,402</b>	<b>\$ 1,732,560</b>	<b>\$ 602,309</b>	<b>\$ 2,334,869</b>

**COST ADDITIONS NOT INCLUDED IN THE PRELIMINARY BUDGET**



# CARROLLTON

T E X A S

**CITY OF CARROLLTON  
COMMUNITY SERVICE FUNDING  
HISTORY AND FISCAL YEAR 2017 REQUESTED FUNDING**

	<b>Budget 2012-13</b>	<b>Budget 2013-14</b>	<b>Budget 2014-15</b>	<b>Budget 2015-16</b>	<b>Requested 2016-17</b>	<b>Proposed 2016-17</b>
<b><u>General Fund Requests</u></b>						
Bea's Kids	5,000	5,000	5,000	5,000	7,500	6,500
CASA of Denton County, Inc.	2,500	2,500	2,500	2,500	12,775	3,500
Children's Advocacy Ctr for Denton County	25,000	25,000	25,000	25,000	76,274	32,500
Christian Community Action	3,320	3,320	3,320	3,320	20,000	-
The Family Place	5,000	5,000	5,000	5,000	10,000	-
Keep Carrollton Beautiful	4,000	4,000	4,000	-	-	-
Launchability	5,000	5,000	5,000	-	-	-
Metrocrest Community Clinic	12,000	12,000	12,000	12,000	15,000	12,000
Metrocrest Services, Inc.	238,180	270,000	300,000	310,000	330,000	325,000
Metrocrest Services, Inc. - <b>one time funding</b>	110,000	65,000	-	-	-	-
Mosaic - <b>one time funding</b>	-	-	2,500	-	-	-
VFW Post 8923 - <b>one-time matching funds</b> <sup>+</sup>	-	-	-	-	125,000	-
We Got Your Six	-	-	-	-	50,000	-
<b>General Fund Total</b>	<b>410,000</b>	<b>396,820</b>	<b>364,320</b>	<b>362,820</b>	<b>646,549</b>	<b>379,500</b>
<b><u>Hotel/Motel Tax Requests</u></b>						
Carrollton Wind Symphony	9,500	9,500	9,500	9,500	9,500	9,500
Old Downtown Carrollton Association*	16,000	16,000	16,000	16,000	20,000	10,000
<b>Hotel/Motel Total</b>	<b>25,500</b>	<b>25,500</b>	<b>25,500</b>	<b>25,500</b>	<b>29,500</b>	<b>19,500</b>
 <b>Grand Total</b>	 <b>\$ 435,500</b>	 <b>\$ 422,320</b>	 <b>\$ 389,820</b>	 <b>\$ 388,320</b>	 <b>\$ 676,049</b>	 <b>\$ 399,000</b>

\* Does not include additional funding provided outside of the annual community service funding cycle

+ Moved to a Council Decision Point

# CIPAC Recommendation

## Fiscal Year 2017 Budget

The mission of the Capital Improvements Projects Advisory Committee is to review the multi-year capital spending schedule for the City, make recommendations to the City Council on the most effective and efficient use of capital funds, and communicate to the community by informing citizens through periodic progress reports with enhanced use of the City's website. As a general rule, the highest priority should be given to completing the projects approved previously in City bond elections. Exceptions are those projects that due to lack of right-of-way, permitting, sequencing or other delays cannot be completed before other projects that were approved later. When additional debt capacity becomes available, projects previously approved by the voters should be moved up using the priorities set by the City Council's strategic goals and related planning documents considering logical sequencing of projects and the ability of City staff to effectively administer the projects. Projects should be designed in advance of the bond issue whenever possible. Outside funding sources should be utilized whenever possible, realizing that this may result in the reprioritization of projects as outside funding becomes available. Sound financial policies as adopted by the City Council, including an ad valorem tax ratio of 60% to operations and 40% to debt service, should be followed. Finally, the Infrastructure Report Card is an important tool in managing the City's infrastructure assets. It should be updated on a 4 year cycle for future funds to be allocated based on factors considered in the report.

The attached multi-year plan represents the capital spending recommendations for the upcoming fiscal year and current voter-approved projects scheduled for future years.

Additional specific recommendations are as follows:

### Funding Recommendations

- 1) Add \$150,000 in additional sidewalk funding from any surplus, year-end non-recurring sources.
- 2) Any additional surplus, year-end non-recurring funds available after #1 is addressed should be allocated to existing street projects.
- 3) Any additional surplus, year-end non-recurring funds available after #2 is addressed should be allocated to existing parks (non-golf) projects.

### Policy Recommendations

- 1) **Calling of 2017 Bond Election**
- 2) **Long Term Debt** - As ad valorem capacity allows and without causing delays in completion of projects, CIPAC recommends shortening individual year's debt issuance to a fifteen (15) year repayment term. This strategy will reduce overall debt and related interest over time.

Note: Once a recommendation is accepted by City Council, it will not be carried forward to the next year.







# City of Carrollton

## Agenda Memo

File Number: 2770

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**Agenda Date:** 8/16/2016

**Version:** 1

**Status:** Work Session

**In Control:** City Council

**File Type:** Work Session Item

**Agenda Number:** 6.

**CC MEETING: August 16, 2016**

**DATE:** August 4, 2016

**TO:** Leonard Martin, City Manager

**FROM:** Laurie Garber, City Secretary/Admin. Services Manager

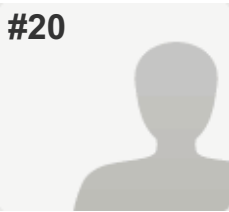
Discuss **Traffic Advisory Committee Appointments.**

### **BACKGROUND:**

The purpose of this item is to allow the Council an opportunity to discuss the applications received for the Traffic Advisory Committee and select two applicants to appoint to the Committee. Applications are attached and a resolution to appoint selected members has been included in this agenda.

Please note there was a clerical error in the August 2, 2016 agenda. Robin Chavez has not resigned. Luke Schmidt and Michael Gorman have resigned.

#20



**COMPLETE**

**Collector:** Web Link 1 (Web Link)

**Started:** Monday, July 18, 2016 6:29:13 PM

**Last Modified:** Monday, July 18, 2016 6:44:14 PM

**Time Spent:** 00:15:01

**IP Address:** 67.79.123.66

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**PAGE 4: Application**

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**Q1: Candidate Information**

Name:	Adam Oas
Street Address:	3814 Clover Hill Lane
City, State & Zip:	Carrollton
Phone Number (Day & Night):	9728972755
Years Lived in Carrollton:	8
Email Address:	adam@tmtel.com

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**Q2: Board Preferences** List choice in order of preference (1st, 2nd and 3rd)

1st Choice:	Traffic Advisory Committee (TAC)
2nd Choice:	Planning & Zoning Commission (P&Z)
3rd Choice:	Property Standards Board (PSB)

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**Q3: Provide the name and the date(s) of prior service, if any, on any Carrollton board:**

None so far. This will be my first foray into participation. If there are other methodologies to gain this service/ experience, I would be open to those as well.

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**Q4: Are you currently holding any public office or appointment? If so, what?**

No

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**Q5: Please list any special knowledge, education or experience that qualifies you to serve in the areas you have indicated and explain why you are seeking an appointment. Also, list any business or personal relationships with the city that might create a conflict of interest or that may affect your ability to serve.**

I am seeking appointment to a board as I wish to be more involved in having a positive impact on my city. I am employed at a small business located here in Carrollton, but cannot foresee any conflict of interest.

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**Q6: What do you perceive to be Carrollton's two greatest strengths?**

Carrollton is a quiet yet vibrant city, filled with good residents, schools and businesses. It has a lot to offer potential residents who are seeking a good place to live with the proper mix of quality of life vs cost of living.

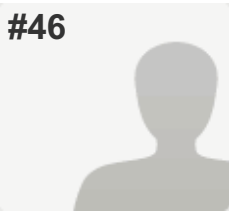
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**Q7: What do you perceive to be Carrollton's two greatest weaknesses?**

It is a 'weakness' that Carrollton is located so closely to Dallas which has many good suburbs, making it difficult to stand out from the crowd. Another weakness is the difficulty of attracting high profile businesses due to our proximity to areas such as Plano with their large number of Fortune 500 companies.

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#46



**COMPLETE**

**Collector:** Web Link 1 (Web Link)

**Started:** Wednesday, August 03, 2016 5:14:18 PM

**Last Modified:** Wednesday, August 03, 2016 5:51:00 PM

**Time Spent:** 00:36:41

**IP Address:** 108.19.105.225

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**PAGE 4: Application**

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**Q1: Candidate Information**

Name:	Michelle R Inzunza
Street Address:	1138 Holly Drive
City, State & Zip:	Carrollton, Texas 75010
Phone Number (Day & Night):	972-998-9884
Years Lived in Carrollton:	9
Email Address:	Jovimedic@aol.com

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**Q2: Board Preferences** List choice in order of preference (1st, 2nd and 3rd)

1st Choice:	Traffic Advisory Committee
2nd Choice:	Historic Preservation Advisory Committee
3rd Choice:	Parks and Recreation Board

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**Q3: Provide the name and the date(s) of prior service, if any, on any Carrollton board:**

N/A

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**Q4: Are you currently holding any public office or appointment? If so, what?**

No.

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**Q5: Please list any special knowledge, education or experience that qualifies you to serve in the areas you have indicated and explain why you are seeking an appointment. Also, list any business or personal relationships with the city that might create a conflict of interest or that may affect your ability to serve.**

As a Carrollton resident for over nine years, I have always had an interest in my community. I truly love living in Carrollton and would like to take part in community service. I am a Flight Nurse/Paramedic for a local flight company and been involved in various community projects for safety and health of local residents. With over 27 years as a Registered Nurse, I am also a local business owner/Instructor of a safety training program for motorcyclists/motor sport enthusiasts teaching first aid and traffic control methodology's for accident scenes. Therefore, I am familiar with traffic laws, current safety paradigms in the Police/Fire/EMS programs. I also have a passion for preservation of history as I have done with my own family keepsakes and for use of public parks for my work out regime. So I believe I would be able to contribute to those committee's as well.

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**Q6: What do you perceive to be Carrollton's two greatest strengths?**

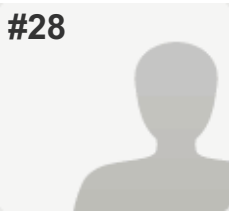
Carrollton's two greatest strengths are its vast public family community with something for everyone. It shows in the parks and recreation's hiking, bike trails, family parks, senior center, shopping areas etc. Second strength is its unique geographic location to all things historic and new.

**Q7: What do you perceive to be Carrollton's two greatest weaknesses?**

Two weaknesses: 1. Flow of traffic in congested areas that are due to continued growth 2. Better management and planning by subcontractors for road upkeep.

---

#28



**COMPLETE**

**Collector:** Web Link 1 (Web Link)

**Started:** Wednesday, July 27, 2016 1:41:03 PM

**Last Modified:** Wednesday, July 27, 2016 1:59:11 PM

**Time Spent:** 00:18:07

**IP Address:** 70.119.171.206

---

**PAGE 4: Application**

---

**Q1: Candidate Information**

Name:	Deborah Corbet
Street Address:	2014 Arles Lane
City, State & Zip:	Carrollton, TX 75007
Phone Number (Day & Night):	2147948593
Years Lived in Carrollton:	25 years
Email Address:	ibelievejohn316@lisd.net

---

**Q2: Board Preferences** List choice in order of preference (1st, 2nd and 3rd)

1st Choice:	Traffic Advisory Committee
2nd Choice:	Capital Improvements Plan Advisory Committee
3rd Choice:	Planning and Zoning Commission (P&Z)

---

**Q3: Provide the name and the date(s) of prior service, if any, on any Carrollton board:**

Planning and Zoning Commission (Originally the Board was Advertising and Zoning) in early 2000's.. I served 4 years total; just can't remember the exact dates

---

**Q4: Are you currently holding any public office or appointment? If so, what?**

No

---

**Q5: Please list any special knowledge, education or experience that qualifies you to serve in the areas you have indicated and explain why you are seeking an appointment. Also, list any business or personal relationships with the city that might create a conflict of interest or that may affect your ability to serve.**

No conflict of interest. I was employed by Dillard's in planning and building (operations manager) until 1999 when I retired. My BS in International Marketing holds 24 hours in logistics and planning.

---

**Q6: What do you perceive to be Carrollton's two greatest strengths?**

The greatest strength lies in its citizens. The second greatest strength is in the two Public education systems within its boundaries and the numerous private school. A community is only as strong as its educated children.

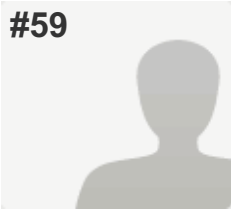
---

**Q7: What do you perceive to be Carrollton's two greatest weaknesses?**

The greatest weakness is road maintenance, with a close second the inability to plan for wider roads when designing the road.

---

#59



**COMPLETE**

**Collector:** Web Link 1 (Web Link)

**Started:** Thursday, August 11, 2016 9:37:13 AM

**Last Modified:** Thursday, August 11, 2016 9:59:44 AM

**Time Spent:** 00:22:30

**IP Address:** 207.243.0.130

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**PAGE 4: Application**

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**Q1: Candidate Information**

Name:	Justin Baack
Street Address:	4114 Province Dr
City, State & Zip:	Carrollton
Phone Number (Day & Night):	9728394729
Years Lived in Carrollton:	10
Email Address:	justinbaack@gmail.com

---

**Q2: Board Preferences** List choice in order of preference (1st, 2nd and 3rd)

1st Choice:	Traffic Advisory Committee
2nd Choice:	Parks and Recreation Board
3rd Choice:	Capital Improvements Plan Advisory Committee

---

**Q3: Provide the name and the date(s) of prior service, if any, on any Carrollton board:**

N/A

---

**Q4: Are you currently holding any public office or appointment? If so, what?**

N/A

---

**Q5: Please list any special knowledge, education or experience that qualifies you to serve in the areas you have indicated and explain why you are seeking an appointment. Also, list any business or personal relationships with the city that might create a conflict of interest or that may affect your ability to serve.**

I've been a resident of Carrollton for ten years. I hold a bachelors degree in finance and an MBA. I am seeking appointment to the Traffic Advisory Committee because I feel it is important to slow traffic down in residential areas by adding appropriate measures.

---

**Q6: What do you perceive to be Carrollton's two greatest strengths?**

Safe - not a lot of violent crimes  
Cost of Living - real estate seems to be cheaper than other suburbs

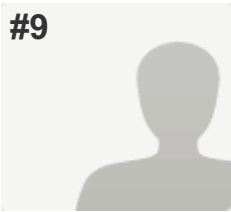
---

**Q7: What do you perceive to be Carrollton's two greatest weaknesses?**

Public Transportation  
Increase in traffic

---

#9



**COMPLETE**

**Collector:** Web Link 1 (Web Link)

**Started:** Wednesday, July 06, 2016 9:29:27 AM

**Last Modified:** Wednesday, July 06, 2016 9:46:29 AM

**Time Spent:** 00:17:01

**IP Address:** 204.68.152.1

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**PAGE 4: Application**

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**Q1: Candidate Information**

Name:	Michael Alva Stapp
Street Address:	1102 Heather Lane
City, State & Zip:	Carrollton, TX 75010
Phone Number (Day & Night):	972-965-9430
Years Lived in Carrollton:	10
Email Address:	stapp10@verizon.net

---

**Q2: Board Preferences** List choice in order of preference (1st, 2nd and 3rd)

1st Choice:	Planning & Zoning
2nd Choice:	Traffic
3rd Choice:	Parks and Recreation

---

**Q3: Provide the name and the date(s) of prior service, if any, on any Carrollton board:**

N/A. Served from 2011 to 2013 on the Denton County Child Protective Services Board.

---

**Q4: Are you currently holding any public office or appointment? If so, what?**

No

---

**Q5: Please list any special knowledge, education or experience that qualifies you to serve in the areas you have indicated and explain why you are seeking an appointment. Also, list any business or personal relationships with the city that might create a conflict of interest or that may affect your ability to serve.**

Extensive time living in Carrollton as a homeowner, experience working in a government setting as a former state employee for 8 years. Strategic thinker. Project Management experience. Bachelor's Degree in both Marketing and Finance.

No COI or business\personal relationships with the city.

---

**Q6: What do you perceive to be Carrollton's two greatest strengths?**

Excellent greenbelt\recreational\outdoor areas.  
Revitalizing downtown area.

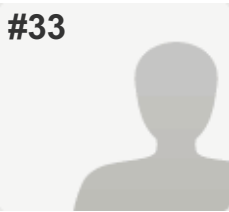
---

**Q7: What do you perceive to be Carrollton's two greatest weaknesses?**

Not marketed\branded as well as it could be.  
Not taking full advantage of the assets the city has (outdoors, downtown, etc.)

---

#33



**COMPLETE**

**Collector:** Web Link 1 (Web Link)

**Started:** Tuesday, August 02, 2016 8:47:56 AM

**Last Modified:** Tuesday, August 02, 2016 8:53:50 AM

**Time Spent:** 00:05:53

**IP Address:** 67.79.45.54

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**PAGE 4: Application**

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**Q1: Candidate Information**

Name:	Michelle Holcomb
Street Address:	2504 Timberleaf Dr.
City, State & Zip:	Carrollton, TX 75006
Phone Number (Day & Night):	214-680-3300 214-821-6331
Years Lived in Carrollton:	21 years
Email Address:	mholcomb214@gmail.com

---

**Q2: Board Preferences** List choice in order of preference (1st, 2nd and 3rd)

1st Choice:	Capital Improvements
2nd Choice:	Traffic
3rd Choice:	Parks & Rec

---

**Q3: Provide the name and the date(s) of prior service, if any, on any Carrollton board:**

None

---

**Q4: Are you currently holding any public office or appointment? If so, what?**

None

---

**Q5: Please list any special knowledge, education or experience that qualifies you to serve in the areas you have indicated and explain why you are seeking an appointment. Also, list any business or personal relationships with the city that might create a conflict of interest or that may affect your ability to serve.**

Served on DART board in Dallas for Bicycle and pedestrian accommodations, assisted with getting bicycle racks on busses and helped develop policy for bikes on trains and busses. Also contributed to pedestrian accommodations for DART

---

**Q6: What do you perceive to be Carrollton's two greatest strengths?**

Involved and cohesive citizens  
Our public service organizations - Police, Fire, EMS

---

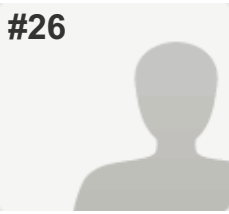
**Q7: What do you perceive to be Carrollton's two greatest weaknesses?**

Streets and pedestrian and bicycle accommodations

---



#26



**COMPLETE**

**Collector:** Web Link 1 (Web Link)

**Started:** Sunday, July 24, 2016 3:02:21 PM

**Last Modified:** Sunday, July 24, 2016 3:20:54 PM

**Time Spent:** 00:18:33

**IP Address:** 71.252.128.154

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**PAGE 4: Application**

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**Q1: Candidate Information**

Name:	Rennie Dickson
Street Address:	1726 San Francisco St
City, State & Zip:	Carrollton, Tx 75007
Phone Number (Day & Night):	2146958394
Years Lived in Carrollton:	38
Email Address:	prebrycor@yahoo.com

---

**Q2: Board Preferences** List choice in order of preference (1st, 2nd and 3rd)

1st Choice:	Capital Improvements
2nd Choice:	Traffic Advisory
3rd Choice:	Firefighter & Police Officer Civil Service Commission

---

**Q3: Provide the name and the date(s) of prior service, if any, on any Carrollton board:**

None

---

**Q4: Are you currently holding any public office or appointment? If so, what?**

No

---

**Q5: Please list any special knowledge, education or experience that qualifies you to serve in the areas you have indicated and explain why you are seeking an appointment. Also, list any business or personal relationships with the city that might create a conflict of interest or that may affect your ability to serve.**

Background is in Mechanical Engineering. Also spent 17 years working in Information Technology in software and application development. Played softball in Carrollton leagues for many years. Have three boys that also participated in baseball, Soccer and Football leagues.

---

**Q6: What do you perceive to be Carrollton's two greatest strengths?**

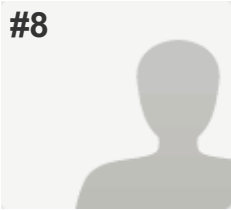
1. Public athletic facilities and programs.
2. Great location and convenient to get to just about anywhere in DFW area.

---

**Q7: What do you perceive to be Carrollton's two greatest weaknesses?**

1. Not very many upscale restaurants. Plenty of places to eat lunch or grab a burger but if you are going out to eat dinner, you pretty much go to some other city.
  2. the amount of traffic is on the rise. Not sure if it is people passing through going to other cities because of construction on I35 but it has really become noticeable.
-

#8



**COMPLETE**

**Collector:** Web Link 1 (Web Link)

**Started:** Tuesday, July 05, 2016 9:31:27 AM

**Last Modified:** Tuesday, July 05, 2016 9:39:23 AM

**Time Spent:** 00:07:56

**IP Address:** 198.203.181.181

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**PAGE 4: Application**

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**Q1: Candidate Information**

Name:	Jeffrey Hudson
Street Address:	1536 Brewster Drive
City, State & Zip:	Carrollton, TX 75010
Phone Number (Day & Night):	214-695-4927
Years Lived in Carrollton:	15
Email Address:	jeffro1975@me.com

---

**Q2: Board Preferences** List choice in order of preference (1st, 2nd and 3rd)

1st Choice:	Planning & Zoning Commission
2nd Choice:	Capital Improvements Plan Advisory Committee
3rd Choice:	Traffic Advisory Committee

---

**Q3: Provide the name and the date(s) of prior service, if any, on any Carrollton board:**

none.

---

**Q4: Are you currently holding any public office or appointment? If so, what?**

none.

---

**Q5: Please list any special knowledge, education or experience that qualifies you to serve in the areas you have indicated and explain why you are seeking an appointment. Also, list any business or personal relationships with the city that might create a conflict of interest or that may affect your ability to serve.**

being a resident of 15 years, I've watched this city grow into what it is today, I feel that I can bring a perspective to make it even better working with the committee members.

---

**Q6: What do you perceive to be Carrollton's two greatest strengths?**

good visionary and low crime.

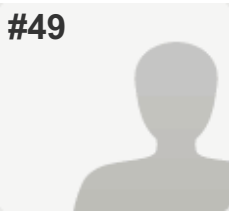
---

**Q7: What do you perceive to be Carrollton's two greatest weaknesses?**

economic development of restaurants and infrastructure upkeep of roads and walkways.

---

#49



**COMPLETE**

**Collector:** Web Link 1 (Web Link)

**Started:** Thursday, August 04, 2016 4:36:28 PM

**Last Modified:** Thursday, August 04, 2016 4:46:39 PM

**Time Spent:** 00:10:10

**IP Address:** 108.19.111.230

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**PAGE 4: Application**

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**Q1: Candidate Information**

Name:	Kevin Keeler
Street Address:	4200 Jessica Lane
City, State & Zip:	Carrollton
Phone Number (Day & Night):	9722739191
Years Lived in Carrollton:	19
Email Address:	froghoops7@yahoo.com

**Q2: Board Preferences** List choice in order of preference (1st, 2nd and 3rd)

1st Choice:	Firefighter's and Police Officer Civil Service Commission
2nd Choice:	Parks and recreation Board
3rd Choice:	Traffic Advisory Committee

**Q3: Provide the name and the date(s) of prior service, if any, on any Carrollton board:**

Not applicable

**Q4: Are you currently holding any public office or appointment? If so, what?**

No

**Q5: Please list any special knowledge, education or experience that qualifies you to serve in the areas you have indicated and explain why you are seeking an appointment. Also, list any business or personal relationships with the city that might create a conflict of interest or that may affect your ability to serve.**

I have no relationships with the city that might create a conflict. I currently do not have any experience serving on a board. I worked for Hawaiian Falls as maintenance supervisor, so am very familiar with maintenance and parks. I am seeking to serve because I want to be a person that can get involved in helping my community. I feel like there is not enough young adults that get involved and I want to be a problem solver.

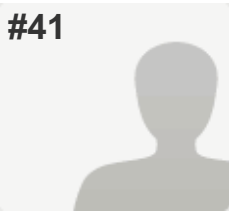
**Q6: What do you perceive to be Carrollton's two greatest strengths?**

I love living in Carrollton. I feel safe here and feel like there is a great diversity of people.

**Q7: What do you perceive to be Carrollton's two greatest weaknesses?**

I do not think we have any weaknesses. If I had to come up with something, I feel we need more activities for young adults

#41



**COMPLETE**

**Collector:** Web Link 1 (Web Link)

**Started:** Tuesday, August 02, 2016 6:34:03 PM

**Last Modified:** Tuesday, August 02, 2016 6:56:08 PM

**Time Spent:** 00:22:04

**IP Address:** 70.119.171.152

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**PAGE 4: Application**

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**Q1: Candidate Information**

Name:	Roland Stodola
Street Address:	2311 Heatherwoods Way
City, State & Zip:	Carrollton, TX 75007
Phone Number (Day & Night):	972 948 3539
Years Lived in Carrollton:	22
Email Address:	rpstod@gmail.com

---

**Q2: Board Preferences** List choice in order of preference (1st, 2nd and 3rd)

1st Choice:	Firefighters and Police Officers Civil Service Commission
2nd Choice:	Parks and Recreation
3rd Choice:	Traffic Advisory Committee

---

**Q3: Provide the name and the date(s) of prior service, if any, on any Carrollton board:**

None

---

**Q4: Are you currently holding any public office or appointment? If so, what?**

No

---

**Q5: Please list any special knowledge, education or experience that qualifies you to serve in the areas you have indicated and explain why you are seeking an appointment. Also, list any business or personal relationships with the city that might create a conflict of interest or that may affect your ability to serve.**

Retired military-US Army 20 years  
Held positions as a educator with numerous Independent School Districts  
Six years in telecommunications  
Eleven years in banking/mortgage

---

**Q6: What do you perceive to be Carrollton's two greatest strengths?**

Small town feel  
Good location and easy access to both major airports

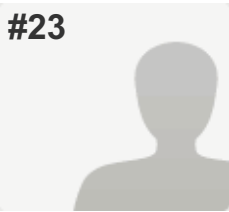
---

**Q7: What do you perceive to be Carrollton's two greatest weaknesses?**

Most single family homes are very old  
Landlocked with little expansion capability

---

#23



**COMPLETE**

**Collector:** Web Link 1 (Web Link)

**Started:** Wednesday, July 20, 2016 3:12:33 PM

**Last Modified:** Wednesday, July 20, 2016 3:20:08 PM

**Time Spent:** 00:07:35

**IP Address:** 173.57.128.91

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**PAGE 4: Application**

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**Q1: Candidate Information**

Name:	Cynthia Northrop White
Street Address:	2835 Keller Springs Road APT 707
City, State & Zip:	Carrollton, TX 75006
Phone Number (Day & Night):	972-989-6786
Years Lived in Carrollton:	7
Email Address:	northropcommunications@gmail.com

---

**Q2: Board Preferences** List choice in order of preference (1st, 2nd and 3rd)

1st Choice:	Planning and Zoning Commission
2nd Choice:	Neighborhood Advisory
3rd Choice:	Capital Improvements Planning

---

**Q3: Provide the name and the date(s) of prior service, if any, on any Carrollton board:**

None

---

**Q4: Are you currently holding any public office or appointment? If so, what?**

No

---

**Q5: Please list any special knowledge, education or experience that qualifies you to serve in the areas you have indicated and explain why you are seeking an appointment. Also, list any business or personal relationships with the city that might create a conflict of interest or that may affect your ability to serve.**

I have been involved in city/county government for several years including service on Lewisville's P&Z, Board of Adjustments, Lewisville City Council, Denton County Commissioner and RTC.

---

**Q6: What do you perceive to be Carrollton's two greatest strengths?**

Public safety (police/fire) Parks and Recreation

---

**Q7: What do you perceive to be Carrollton's two greatest weaknesses?**

I don't have enough information to really answer this question

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# City of Carrollton

## Agenda Memo

File Number: 2771

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**Agenda Date:** 8/16/2016

**Version:** 1

**Status:** Work Session

**In Control:** City Council

**File Type:** Work Session Item

**Agenda Number:** 7.

**CC MEETING: August 16, 2016**

**DATE:** August 4, 2016

**TO:** Leonard Martin, City Manager

**FROM:** Laurie Garber, City Secretary/Admin. Services Manager

Discuss **Possible Dates For The Boards And Commissions Appreciation Dinner.**

### **BACKGROUND:**

The Mayor and City Council host an annual Appreciation Dinner for current members of the City's boards and commissions. This dinner is held during the month of October, which precedes new appointments and reappointments as well as the holiday season.

In past years, the event has been held on a weekday evening in the Trinity Room at the Crosby Recreation Center. The recently remodeled Senior Center is another option for the event location. A calendar showing the October availability for the Senior Center's Texas Room and Crosby Recreation Center's Trinity Room has been attached to this item so a date can be selected.

Other notable October events for the City Council include:

- Tuesday, October 4 - National Night Out
- Tuesday, October 4 - Friday, October 7 - TML Annual Conference in Austin
- Wednesday, October 17 - Metrocrest Services/Seasons of Service Luncheon
- Tuesday, October 18 - City Council Meeting
- Wednesday, October 19 - Metrocrest Chamber Mayor's Forum
- Monday, October 24 - Metrocrest Chamber Annual Golf Tournament

Once a date is confirmed, staff will proceed with sending invitations to board and commission members and completing the evening's program.

**OCTOBER 2016 CALENDAR**  
**Trinity Room at Crosby Rec Center**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4 5:15p- 6:00p Set Up 6:00p- 7:00p (Internal)- Rsv# 50880 HeadCount: 40  7:00p- 8:00p (Internal)- Rsv# 50879 HeadCount: 40 8:00p- 8:45p Clean Up	5	6 6:15p- 6:30p Set Up 6:30p- 7:45p (Internal)- Rsv# 50877 HeadCount: 30 7:45p- 8:00p Clean Up	7	8
9	10	11 5:15p- 6:00p Set Up 6:00p- 7:00p (Internal)- Rsv# 50880 HeadCount: 40  7:00p- 8:00p (Internal)- Rsv# 50879 HeadCount: 40 8:00p- 8:45p Clean Up	12	13 6:15p- 6:30p Set Up 6:30p- 7:45p (Internal)- Rsv# 50877 HeadCount: 30 7:45p- 8:00p Clean Up	14	15
16	17	18 5:15p- 6:00p Set Up 6:00p- 7:00p (Internal)- Rsv# 50880 HeadCount: 40  7:00p- 8:00p (Internal)- Rsv# 50879 HeadCount: 40 8:00p- 8:45p Clean Up	19	20 6:15p- 6:30p Set Up 6:30p- 7:45p (Internal)- Rsv# 50878 HeadCount: 30 7:45p- 8:00p Clean Up	21	22
23	24	25 5:15p- 6:00p Set Up 6:00p- 7:00p (Internal)- Rsv# 50880 HeadCount: 40	26	27 6:15p- 6:30p Set Up 6:30p- 7:45p (Internal)- Rsv# 50878 HeadCount: 30 7:45p- 8:00p Clean Up	28	29



**OCTOBER 2016 CALENDAR**  
**Trinity Room at Crosby Rec Center**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
(continued) <b>23</b>	(continued) <b>24</b>	(continued) <b>25</b> 7:00p- 8:00p (Internal)- Rsv# 50879 HeadCount: 40 8:00p- 8:45p Clean Up	(continued) <b>26</b>	(continued) <b>27</b>	(continued) <b>28</b>	(continued) <b>29</b>
<b>30</b>	<b>31</b>					

# OCTOBER 2016 CALENDAR

## Texas Room at Senior Center

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3 9:00a-10:00a (Internal)- Rsv# 50931 HeadCount: 50 10:30a-11:00a (Tree) Rsv# 50941 HeadCount: 20 11:00a-12:00p (Tree) Rsv# 51068 HeadCount: 50	4 8:45a- 9:30a (Internal)- Rsv# 50978 HeadCount: 50 10:00a-11:00a (Internal)- Rsv# 51039 HeadCount: 50	5 9:00a-10:00a (Internal)- Rsv# 50931 HeadCount: 50	6 8:45a- 9:30a (Internal)- Rsv# 50978 HeadCount: 50 10:00a-11:00a (Internal)- Rsv# 51039 HeadCount: 50	7 9:00a-10:00a (Internal)- Rsv# 50931 HeadCount: 50 11:00a-12:00p (Tree) Rsv# 51068 HeadCount: 50	8
9	10 9:00a-10:00a (Internal)- Rsv# 50931 HeadCount: 50 10:30a-11:00a (Tree) Rsv# 50941 HeadCount: 20 11:00a-12:00p (Tree) Rsv# 51068 HeadCount: 50	11 8:45a- 9:30a (Internal)- Rsv# 50978 HeadCount: 50 10:00a-11:00a (Internal)- Rsv# 51039 HeadCount: 50	12 9:00a-10:00a (Internal)- Rsv# 50931 HeadCount: 50	13 8:45a- 9:30a (Internal)- Rsv# 50978 HeadCount: 50 10:00a-11:00a (Internal)- Rsv# 51039 HeadCount: 50	14 9:00a-10:00a (Internal)- Rsv# 50931 HeadCount: 50 11:00a-12:00p (Tree) Rsv# 51068 HeadCount: 50	15
16	17 9:00a-10:00a (Internal)- Rsv# 50931 HeadCount: 50 10:30a-11:00a (Tree) Rsv# 50941 HeadCount: 20 11:00a-12:00p (Tree) Rsv# 51068 HeadCount: 50	18 8:45a- 9:30a (Internal)- Rsv# 50978 HeadCount: 50 10:00a-11:00a (Internal)- Rsv# 51039 HeadCount: 50	19 9:00a-10:00a (Internal)- Rsv# 50931 HeadCount: 50	20 8:45a- 9:30a (Internal)- Rsv# 50978 HeadCount: 50 10:00a-11:00a (Internal)- Rsv# 51039 HeadCount: 50	21 9:00a-10:00a (Internal)- Rsv# 50931 HeadCount: 50 11:00a-12:00p (Tree) Rsv# 51068 HeadCount: 50	22
23	24 9:00a-10:00a (Internal)- Rsv# 50931 HeadCount: 50 10:30a-11:00a (Tree) Rsv# 50941 HeadCount: 20	25 8:45a- 9:30a (Internal)- Rsv# 50978 HeadCount: 50 10:00a-11:00a (Internal)- Rsv# 51039 HeadCount: 50	26 9:00a-10:00a (Internal)- Rsv# 50931 HeadCount: 50	27 8:45a- 9:30a (Internal)- Rsv# 50978 HeadCount: 50 10:00a-11:00a (Internal)- Rsv# 51039 HeadCount: 50	28 9:00a-10:00a (Internal)- Rsv# 50931 HeadCount: 50 11:00a-12:00p (Tree) Rsv# 51068 HeadCount: 50	29 12:00a- 3:00p (Internal)- Senior Center Craft Fair Rsv# 51968 HeadCount: 200

**OCTOBER 2016 CALENDAR**  
**Texas Room at Senior Center**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
(continued) <b>23</b>	(continued) <b>24</b> <b>11:00a-12:00p</b> (Tree) Rsv# 51068 HeadCount: 50	(continued) <b>25</b>	(continued) <b>26</b>	(continued) <b>27</b>	(continued) <b>28</b> <b>5:15p-12:00a</b> (Internal)- Senior Center Craft Fair Rsv# 51968 HeadCount: 200	(continued) <b>29</b>
<b>30</b>	<b>31</b> <b>9:00a-10:00a</b> (Internal)- Rsv# 50931 HeadCount: 50 <b>10:30a-11:00a</b> (Tree) Rsv# 50941 HeadCount: 20 <b>11:00a-12:00p</b> (Tree) Rsv# 51068 HeadCount: 50					





# City of Carrollton

## Agenda Memo

File Number: 2774

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**Agenda Date:** 8/16/2016

**Version:** 1

**Status:** Consent Agenda

**In Control:** City Council

**File Type:** Minutes

**Agenda Number:** \*10.

**CC MEETING:** August 16, 2016

**DATE:** August 8, 2016

**TO:** Leonard Martin, City Manager

**FROM:** Laurie Garber, City Secretary/Admin. Services Manager

Consider Approval Of The August 2, 2016 Regular Meeting Minutes.

**CARROLLTON CITY COUNCIL  
REGULAR WORKSESSION AND MEETING  
AUGUST 2, 2016**

The City Council of the City of Carrollton, Texas convened in a Regular Worksession and Meeting on Tuesday, August 2, 2016 at 5:45 p.m. with the following members present; Mayor Matthew Marchant, Mayor Pro Tem Doug Hrbacek, Deputy Mayor Pro Tem Steve Babick, Councilmembers Bob Garza, Anthony Wilder, Glen Blanscet, John Sutter and James Lawrence. Also present were City Manager Leonard Martin, Assistant City Managers Marc Guy, Bob Scott, and Erin Rinehart, City Attorney Meredith Ladd and City Secretary Laurie Garber.

**5:45 P.M. – COUNCIL BRIEFING ROOM**

**\*\*\*PRE-MEETING/EXECUTIVE SESSION\*\*\***

Mayor Marchant called the meeting to order at 5:45 p.m.

- 1. Receive information and discuss Consent Agenda.**

**\*\*\*WORKSESSION\*\*\***

- 4. Discuss Fiscal Year 2017 Preliminary Budget.**

CFO Bob Scott began the presentation noting the 8.84% increase in assessed valuation with the most growth in the residential category and resulting in a staff proposed tax rate of \$0.6037 per \$100 valuation. The summary of the Truth in Taxation calculations are:

- **Calculated Rates**
  - Effective \$0.576164
  - Rollback \$0.603704
  - Effective M & O \$0.394251
  - Debt Service \$0.177913
- **Proposed Rates**
  - M & O \$0.425787
  - Debt Service \$0.177913

Bob Scott reviewed staffing and compensation specifically noting the 12.4% increase in the employer portion of health insurance costs due to the Affordable Care Act. Solid Waste rates increase \$0.25 per month for residential and \$0.57 per unit per month for apartments. He noted a projected Water and Sewer rate increase of 3.4% effective January 1, 2018 which will be reevaluated after FY 2016 is finalized. He explained that staff created an Economic Development Grants fund to increase transparency. He advised that the General Fund includes \$773,973 of recurring funds available for programming and Capital Projects includes over \$60 million in new programs and \$10.9 million for Strategic Community Reinvestment Projects. He used pie charts to depict General Fund recurring sources of funds and recurring uses of funds. He reported that the Utility Operating Fund recurring sources at \$39,038,123 (1.3% increase) with recurring and non-recurring uses total of \$40,461,227 with an ending fund balance at 90 Days. He talked about capital projects funding highlighting the pay-as-you-go program.

**City Council Decision Points**

Four Categories:

- Proposed revenue changes
- Revenue changes
- Cost additions
- Cost addition options not included in the Preliminary Budget

Lastly he briefly reviewed the budget calendar showing a Budget Worksession and record vote setting the proposed tax rate, public hearing dates and date for approval of proposed tax rate and budget on August 2; Budget Worksession and first Public Hearing on August 16; second Public Hearing on September 6; and budget and tax rate adoption on September 20, 2016.

Workforce Services Director Chrystal Davis advised that only three positions have been open in excess of 100 days noting that the City successfully hired hard-to-fill positions as a result of Council's support and funding. With regard to turnover, she stated that the #1 reason employees leave are for pay and job opportunities. Points to consider are staying competitive in the market and the impact of healthcare costs on pay raises.

John Powell, CIPAC Chairman, presented the recommendations for FY 2016-17. He stated there were two types of recommendations: Funding and Policy. Funding recommendations: add \$150,000 in additional sidewalk funding from surplus funding; any additional surplus funds to existing street projects and the third was any additional surplus funds be awarded to parks projects (non golf). Policy recommendations were: call a 2017 bond election for an approximate \$21 M bond program noting that the infrastructure report card is an important tool in helping to identify and prioritize projects; and to reduce the length of term of bond funding when possible.

Discussion was held with regard to the proposed tax rate and Pam Hodges, City Controller, emphasized that the proposed rate recommended by staff could be reduced at a future meeting but could not be increased. Bob Scott reminded Council that for the last two years, the actual rate adopted was lower than the advertised rate.

Mayor Marchant recessed the Worksession at 7:01 pm to convene the Regular meeting.

**\*\*\*REGULAR MEETING\*\*\***

Mayor Marchant called the Regular Meeting to order at 7:10 p.m.

**INVOCATION – Councilmember James Lawrence**

**PLEDGE OF ALLEGIANCE – Councilmember Glen Blanscet**

**PUBLIC FORUM**

**8. Hearing of any citizen/visitor on items not listed on the regular meeting agenda. Citizens wishing to address the Council regarding items on the posted agenda will be called to speak during the Council's consideration of such items.** Citizens/visitors should complete an appearance card located on the table at the entrance to the City Council Chambers. Speakers must address their comments to the presiding officer rather than to individual Council members or staff; Stand at the podium, speak clearly into the microphone and state your name and address prior to beginning your remarks; Speakers will be allowed between 2 and 5 minutes for testimony; Speakers

making personal, impertinent, profane or slanderous remarks may be removed from the room; Unauthorized remarks from the audience, stamping of feet, whistles, yells and similar demonstrations will not be permitted; No placards, banners or signs will be permitted in the Chambers or in any other room in which the council is meeting. In accordance with the State Open Meetings Act, the City Council is restricted from discussing or taking action on items not listed on the agenda. Action can only be taken at a future meeting.

Shirley Tarpley, 1507 Milam Way, addressed the Council regarding her observations about Breakers Korean BBQ restaurant. She requested that the Council conduct a survey about restaurants and asked that the Council do something about training employees to be more business and people friendly.

Ron Branson, 1406 Charlotte Way, stated he was very glad to see the request for matching funds for the veteran's memorial was on the list to be considered.

Mayor Marchant presented a 15-year coin to City Manager Leonard Martin recognizing his service to the City noting the City's appreciation.

### CONSENT AGENDA

*(\*All items marked with a single asterisk are part of a Consent Agenda and require no deliberation by the Council. Each Council member has the prerogative of removing an item from this agenda so that it may be considered separately. Contracts and agreements are available in the City Secretary's Office.)*

Mayor Marchant advised that Item 12 was removed from the consent agenda and suggested amending the resolution in Item 16 after the last "whereas" clause adding: WHEREAS the West Nile Vector index is a measure of the number of mosquitoes found to be positive for the virus per trap during a specific weekly reporting period with respect to the total number of mosquitoes caught in all traps throughout the surveillance area; and WHEREAS a vector index of 0.50 is the historical threshold associated with larger local epidemics of West Nile Virus illnesses in humans; and THEREFORE be it resolved that the City Council authorizes the execution of the contract for aerial spraying in cooperation with Dallas County if a West Nile vector index in excess of 0.50 is observed for two consecutive weekly reporting periods.

**Councilmember Blanscet moved approval of Consent Agenda Items 9-11 and 13-16 with Item 16 amended as stated; second by Mayor Pro Tem Hrbacek. The motion was approved with a unanimous 7-0 vote.**

### MINUTES

**\*9. Consider Approval Of The July 26, 2016 Regular Meeting Minutes.**

### BIDS & PURCHASES

**\*10. Consider Approval Of The Purchase Of One (1) Groundsmaster 4500-D Rough Mower Through An Inter-Local Agreement With BuyBoard In An Amount Not To Exceed \$63,945.46.**

### RESOLUTIONS

**\*11. Consider A Resolution Accepting The Investment Officer's Third Quarter Report For Period Ended June 30, 2016.**



~~\*12. Consider A Resolution Authorizing The City Manager To Negotiate And Enter Into A Disposition And Development Agreement With TCC High Street Development For A Mixed-Use Development In Downtown Carrollton And Establishing A Program Of Grants In An Amount Not To Exceed \$1,500,000.00.~~

\*13. Consider A Resolution Authorizing The City Manager To Enter Into An Agreement With Standard Insurance Company For Life And Disability Insurance In An Amount Not To Exceed \$295,416.

\*14. Consider A Resolution Authorizing The City Manager To Enter Into Agreements With Various Benefit Providers In An Amount Not To Exceed \$408,300.

\*15. Consider A Resolution Authorizing The City Manager To Enter Into An Agreement With Cigna For Employee Medical, Dental And Prescription Benefits.

\*16. Consider A Resolution Authorizing The City Manager To Enter Into An Interlocal Agreement With Dallas County Health And Human Services For Contingent Mosquito Control Services Including Aerial Application Of Mosquitocide At A Cost Not To Exceed \$188,000.00.

**CONSENT AGENDA ITEMS PULLED FOR SEPARATE CONSIDERATION.**

\*12. Consider A Resolution Authorizing The City Manager To Negotiate And Enter Into A Disposition And Development Agreement With TCC High Street Development For A Mixed-Use Development In Downtown Carrollton And Establishing A Program Of Grants In An Amount Not To Exceed \$1,500,000.00.

Mayor Marchant introduced the item stating the item was for the development of Union Phase III with a structured parking garage.

**Mayor Pro Tem Hrbacek moved approval; second by Deputy Mayor Pro Tem Babick.**

Councilmember Wilder stated he would vote against the item stating he was still extremely concerned about the amount of money the City has put into this area of town. He stated his feeling that the City has artificially boosted an economy and that it is hurting the free market, and that anyone who comes in has to get incentives in order to compete in that market. He stated to Trammell Crow that he appreciates what they are doing and for their interest in the area.

Deputy Mayor Pro Tem Babick stated that for the last 10 years the City Council has been executing on a 10 year plan for redevelopment of a downtown transit area. He stated it was about driving sustainable growth, value and taking what's old and turning it into new in a way that brings growth of people, jobs, businesses, sales and use tax and resources. He stated it was the last step of a specific area and what he called a prudent investment. He felt it was a model that other communities would look to. He stated he was in favor of the item.

Councilmember Sutter stated he understands Councilmember Wilder's concerns but was in favor of the item. He stated it was not only a strategic plan but was also a vision that previous Councils had. He stated the vision is the overriding driving force and felt that in this particular case, the Council needs to remain firm to that vision. He felt the project perfectly embodies the vision; it has the parking garage which is an integral structure to be able to do the high density development that

brings something special to the area not only in terms of the incremental value but also in finishing out the design where we have a lot of people living in and around the downtown area. He stated he embraces the vision and would support the motion.

Mayor Marchant stated that as someone who grew up in Carrollton and who feels it is his task to make Carrollton better, sometimes the free market equals the lowest common denominator and for him that's not acceptable so sometimes you have to incentivize things to make it better. He referred to areas and stated he felt this was the type of investment the City should make to change what the market is going to want in that area to something that people can be proud of in the long term.

**The motion was approved with a 6-1 vote, Councilmember Wilder opposed.**

## **PUBLIC HEARING - INDIVIDUAL CONSIDERATION**

**17. Hold A First Public Hearing To Consider An Ordinance Annexing 1.3 Acres Of Land Located On The South Side Of Parker Road/FM 544 West Of The Burlington Northern Santa Fe Railroad And The Southern Half Of Culpepper Road, East Of Dozier Road. Case No. 07-16MD1 Villas at Parker, Phase 1.**

Mayor Marchant introduced the item and opened the Public Hearing inviting speakers to address the Council. He explained it was an odd-shaped track that would be for single family development. There being no speakers, he closed the public hearing.

**18. Hold A First Public Hearing To Consider An Ordinance Annexing Three Tracts Of Land Totalling Approximately 35.6 Acres Of Land Located Along The South Side Of Parker Road/FM 544 Approximately 1,100 Feet East Of Plano Parkway And Near The Intersection With Dozier Road. Case No. 07-16MD3 Villas At Parker, Phase 2.**

Mayor Marchant introduced the item noting the proposed use was single family. He opened the public hearing and invited speakers to the podium. There being no speakers, he closed the public hearing.

Mayor Marchant explained to the audience that State Law is very specific about the annexation process and the public hearings that must be held.

## **OTHER BUSINESS**

**19. Consider Setting The Proposed Property Tax Rate For Tax Year 2016, Setting The Public Hearings For The Proposed Tax Rate And The Proposed Fiscal Year 2017 Budget On The City Council Meeting Agendas For 7 p.m. On August 16, 2016 and September 6, 2016, And Placing Consideration For Approval Of The Proposed Tax Rate And Budget On City Council Meeting Agenda For 7 p.m. on September 20, 2016.**

Mayor Marchant explained that the City is required to set the proposed tax rate early in the budget process and he noted that the Council may end up reducing the rate and explained that once the Council votes on a rate, it cannot be increased with the budget. The rate would be just under a penny of tax rate reduction which is also just under the rollback rate. He stated the Council has a lot of work to do on the budget and while he didn't know the outcome, he knows the rate would not be above \$0.6037.

**Councilmember Sutter moved to set the proposed property tax rate for tax year 2016 at 60.37 cents per \$100 of valuation; setting the public hearings for the proposed tax rate and the proposed FY 2017 budget on the City Council meeting agendas for 7 pm on August 16 and September 6, 2016, and place in consideration for approval of the proposed tax rate and budget on the City Council meeting agenda for 7 pm on September 20, 2016; second Deputy Mayor Pro Tem Babick.**

**The roll call vote was as follows:**

Councilmember Lawrence – yes  
Councilmember Wilder – no  
Mayor Pro Tem Hrbacek – yes  
Councilmember Garza – yes  
Councilmember Blanscet – yes  
Deputy Mayor Pro Tem Babick – yes  
Councilmember Sutter – yes

**Mayor Marchant stated that by Roll Call vote of 6-1, the tax rate is adopted as the proposed property tax rate for 2016.**

Mayor Marchant adjourned the Regular Meeting at 7:35 pm and announced that the Council would reconvene in Worksession.

**\*\*\*WORKSESSION\*\*\***

Mayor Marchant reconvened the Worksession at 7:41 p.m. and asked Council if there were any questions or direction for staff with regard to the preliminary budget and encouraged members to get those to staff in the next two weeks.

**5. Discuss Fiscal Year 2017 Community Service Requests.**

Mayor Marchant stated that historically Council has tried to hold the line on the funding.

Councilmember Sutter felt that the requests that were funded for several years, particularly the ones kept in the budget last year, are the ones the City has partnered with most successfully. He stated that to add new ones would take something very, very special because he felt the dollar amount needed to remain the same. He recommended the Council consider duplicating what was done last year with the exception of the VFW item which he felt needed separate consideration either with separate funds or as a different topic. Deputy Mayor Pro Tem Babick agreed with the exception of increasing the \$362,000 to \$380,000 due to the increase in valuation. He stated he was in support of the VFW item but did not think it belonged in this section. Councilmember Garza stated he was in agreement with Councilmember Sutter but also wanted to discuss Christian Community Action, Family Place and Children's Advocacy Center. He felt that the funding would be better used by the local organizations. Councilmember Blanscet stated he would be in favor of cutting CCA because they offer the same service as Metrocrest and Mayor Marchant stated Family Place was the same. Councilmember Lawrence stated he would also be in favor due to the duplication.

A consensus was reached to drop CCA and Family Place and increase funding to \$380,000.

Councilmember Babick recommended increasing Metrocrest to \$325,000 and the remaining \$10,000 be allocated to Children's Advocacy Center of Denton County. Councilmember Garza

recommended \$7,500 to Beas Kids and Metrocrest. Councilmember Blanscet spoke in favor of increasing the funding for Children's Advocacy Center because there is a direct impact with the police department. He felt the amount of increase they requested was consistent with the amount of services they provide. Mayor Marchant suggested awarding \$7,500 to the Advocacy Center, \$1,500 to Beas Kids and \$1,000 to CASA. There being no objections, Mayor Marchant summarized that the amount of funding would be increased to \$380,000; eliminate CCA and Family Place; add \$15,000 to Metrocrest Services; add \$7,500 to Children's Advocacy Center; add \$1,000 to CASA; and add \$1,500 to Beas Kids.

With regard to Hotel/Motel funds, Mayor Marchant proposed that the ODCA funding be decreased because the event structure has shifted in a way that takes a lot of their costs and expense burden away and suggested funding at \$10,000. It was noted that some of the funding goes back to the City through the Parks and Recreation Department so if the funds are deleted, it should be shifted to the City Parks & Recreation Department. A consensus was also reached to continue the funding for the Symphony so the total is reduced to \$19,500.

Mayor Marchant moved to the request by former mayor Ron Branson for matching funding up to \$125,000 for a veteran's memorial at the McInnish Park area. Deputy Mayor Pro Tem Babick felt the City should consider the funding and that it was no different than the memorial at the Senior Center. A consensus was reached to list the item under Decision Points.

Ron Branson, 1406 Charlotte's Way, stated they were very dedicated to make the project happen and stressed that City funding would legitimize the project and give it credibility. He started that with City funding, the group would get more serious with regard to raising private funds. The hope was to have the project completed in one to two years. He stated they hope to do the project all at once rather than phases and noted the water feature and stage.

Councilmember Sutter supported the project and suggested getting prices on the different pieces of the plan. He noted that having an amphitheater in the middle of a traffic circle may not be the best location and suggested the possibility of other leveraging of funds.

**6. Discuss Traffic Advisory Committee Appointments.**

Councilmember Lawrence noted that the TAC doesn't meet again until October and voiced a concern with having a sufficient number of members. He suggested accelerating the appointments to the Traffic Advisory Committee and also suggested extending the John Denholm's term as Chair for up to 6 months. He advised that Mr. Denholm was agreeable so long as the extension doesn't interfere with an appointment to another board or commission. After some discussion, a consensus was reached to fill the two known vacancies at the next meeting which would allow the Council to fill other openings during the normal course of business and Council could also consider the need to extend Mr. Denholm's term at that time.

**7. Mayor and Council reports and information sharing.**

**\*\*\*EXECUTIVE SESSION\*\*\***

2. Council convened in **Executive Session at 8:28 p.m.** pursuant to Texas Government Code:
  - **Section 551.071** for private consultation with the City Attorney to seek legal advice with respect to pending and contemplated litigation and including all matters on this agenda to

which the City Attorney has a duty under the Texas Rules of Discipline and Professional conduct regarding confidential communication with the City Council.

- **Section 551.074** to discuss personnel matters
  - Annual Performance Review of City Manager

**3.** Council reconvened in **open session** at **9:35 p.m.** to consider action, if any, on matters discussed in the Executive Session.

Mayor Marchant adjourned the meeting at 9:35 p.m.

**ATTEST:**

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Laurie Garber, City Secretary

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Matthew Marchant, Mayor





# City of Carrollton

## Agenda Memo

File Number: 2762

**Agenda Date:** 8/16/2016

**Version:** 1

**Status:** Consent Agenda

**In Control:** City Council

**File Type:** Bid/Purchases

**Agenda Number:** \*11.

**CC MEETING: August 16, 2016**

**DATE:** August 1, 2016

**TO:** Leonard Martin, City Manager

**FROM:** Lori Luckey, Recreation Coordinator

Consider Approval Of The Purchase Of Travel Services For The Carrollton Senior Center From Premier World Discovery In An Amount Not To Exceed \$104,000.00.

### **BACKGROUND:**

The Carrollton Senior Center has had a Trip program for approximately 28 years. At the request of many Seniors, the Senior Center began offering longer, sometimes overseas trips in 2007. Destinations have included: Ireland, Italy, Alaska, Switzerland and more. The trips are fully cost recovered.

The intent of this memo is to request approval for the purchase of travel services for one of these extended trips in 2017. It is a 7 day tour by California Rail Discovery, featuring San Francisco, Lake Tahoe and Sacramento. The date for travel is September 27, 2017, and the cost is approximately \$2,905.00/person double occupancy. This price includes the anticipation of travelers' purchase of trip insurance which gives them a full refund if they are unable to go. This additional cost is encouraged and about 95% of our travelers add it.

Staff obtains three quotes for the trips. When selecting a tour company, staff considers several areas such as cost, exact location of tour, excursions during the tour, and customer evaluations on previous trips. There is no HUB vendor listed for tour companies.

### **FINANCIAL IMPLICATIONS:**

The fund is Seniors on Tour- Long Trips

**Revenue collected from the travelers covers the cost of the program.**

### **STAFF RECOMMENDATION/ACTION DESIRED:**

Staff recommends approval of the purchase of travel services for the Carrollton Senior Center to Premier World Discovery in an amount not to exceed \$104,000.00.







# City of Carrollton

## Agenda Memo

File Number: 2776

**Agenda Date:** 8/16/2016

**Version:** 1

**Status:** Consent Agenda

**In Control:** City Council

**File Type:** Bid/Purchases

**Agenda Number:** \*12.

**CC MEETING: August 16, 2016**

**DATE:** August 10, 2016

**TO:** Leonard Martin, City Manager

**FROM:** Rex D. Redden, Chief of Police

Consider Approval Of The Purchase Of Level IV “Active Shooter” Kits And Level IIIA Ballistic Shields For The Police Department From CMC Government Supply Through A Contract With BuyBoard In An Amount Not To Exceed \$39,662.15.

### **BACKGROUND:**

In light of recent events where law enforcement officers have been assaulted and/or killed as a result of being ambushed by assailants with high powered assault rifles, it has become necessary to enhance the tactical capabilities of individual first responders. The Police Department is proposing to purchase forty (40) “active shooter” kits. These kits include two (2) Level IV armor plates, one (1) plate carrier system with “POLICE” placards, and one (1) Level IIIA ballistic helmet. Additionally, the Department is proposing the purchase of five (5) Level IIIA ballistic shields.

This equipment will be kept in the patrol fleet, to include School Resource Officers, and supervisors’ vehicles. These kits will also be added to certain vehicles assigned to the Criminal Investigations Division (CID). Ballistic shields will be strategically deployed throughout the fleet.

The active shooter kits and associated equipment will be purchased through an interlocal agreement with Buy Board. Texas law authorizes this process so that the City can save the time of developing specifications and avoid the duplication of the competitive bidding process. BuyBoard meets all state of Texas bidding requirements. The Department compared BuyBoard prices with three additional quotes to ensure the lowest price. The active shooter kits are priced at \$803.48 per unit and the ballistic shields are priced at \$1,385.00 per unit. The cost of the project is \$39,064.20, plus shipping costs of \$597.95, for a total cost of \$39,662.15.

### **FINANCIAL IMPLICATIONS:**

The “active shooter” kits and ballistic shields will be purchased from budgeted funds from the

cost center and amount as listed below.

<u>COST CENTER</u>	<u>LINE ITEM</u>	<u>BUDGET AMOUNT</u>
POLICE - 201001	61190 - Police Professional Services	\$ 39,662.15

This account traditionally supports costs associated with crime analysis, polygraphs and DNA testing for investigating major crimes. The Department did not realize significant demands for these services during this budget year.

**IMPACT ON COMMUNITY SUSTAINABILITY:**

This equipment will better equip and protect first responders in the field. It will enhance existing ballistic protection while responding to active shooter situations, arguably the most serious of all critical incidences, thus giving first responders increased opportunity to sustain the peace and tranquility of the community.

**STAFF RECOMMENDATION/ACTION DESIRED:**

Staff recommends the purchase of forty (40) “active shooter” kits and five (5) Level IIIA ballistic shields in an amount not to exceed \$39,662.15 from CMC Government Supply through a contract with BuyBoard.



## Estimate

CMC Government Supply  
5200 Keller Springs Rd  
Suite 522  
Dallas TX 75248

**Date** 8/3/2016  
**Estimate #** Q255285  
**Customer #** C20153691  
**Expires** 9/2/2016  
**Exp. Close** 7/21/2016  
**Sales Rep** E20150001 David Gol...  
**Project**  
**Shipping Method** STANDARD to Contine...  
**Memo**

### Bill To

Carrollton Police Department  
1945 E Jackson Rd  
CARROLLTON TX 75006  
United States

### Ship To

Item	Quantity	Description	Rate	Amount	Tax Rate
ASK-200-4400	40	Active Shooter Kit	762.13	30,485.20	
AE-PLTCARR APBLK AE-IDTAGS	40	Armor Express - Rapid Base - Tactical Carrier - Black			
	40	Armor Express Tactical Ballistic Accessories Additional Tactical Options Removable ID Tags (set of 2)			
UNSH-ACH-MI CH-MIL-BLK-L	40	United Shield ACH MICH Military Level IIIA Helmet - Black, Size Large			
AE-HESCO-44 00	80	Armor Express Hesco 4400 10x12 Plate			
AE-BAGFRCB LK	40	FIRST RESPONDER CARRY BAG	41.35	1,654.00	
UNSH-ERT-III A-STD	5	SPECIALIST SHIELDS, LEVEL IIIA ERT SHIELD - STANDARD 24" X 36"	1,310.00	6,550.00	
UNSH-PL-SHI ELD	5	POLICE LOGO FOR SHIELD	25.00	125.00	
UNSH-SHIELD -PAD	5	Forehead padding for shield	50.00	250.00	

**Subtotal** 39,064.20  
**Shipping Cost (STANDARD to Continental US)** 597.95  
**Total** \$39,662.15



Q255285





# City of Carrollton

## Agenda Memo

File Number: 2780

Agenda Date: 8/16/2016

Version: 1

Status: Consent Agenda

In Control: City Council

File Type: Bid/Purchases

Agenda Number: \*13.

**CC MEETING: August 16, 2016**

**DATE:** August 9, 2016

**TO:** Leonard Martin, City Manager

**FROM:** Vince Priolo, Purchasing Manager

Consider Approval Of RFP # 16-031 For Sand And Gravel For Various Departments From Various Vendors In An Amount Not To Exceed \$124,350.00.

### BACKGROUND:

The material to be purchased from this price agreement will be used by various departments/divisions for miscellaneous construction and repair projects. This bid includes two, one renewal option if mutually agreeable by the city and the vendors.

Bids were advertised and received of which two responded.

**FINANCIAL IMPLICATIONS:** The materials on **RFP # 16-031** will be purchased from budgeted funds for the cost centers and amounts as listed below.

<u>COST CENTER</u>	<u>LINE ITEM</u>	<u>BUDGET AMOUNT</u>
Park Maintenance	60350 - Base Materials	\$ 8,000.00
Parks Athletics	60350 - Base Materials	\$ 30,000.00
Streets	60350 - Base Materials	\$ 11,550.00
Wate	60350 - Base Materials	<u>\$ 74,800.00</u>
	<b>Total</b>	<b>\$ 124,350.00</b>

**RECOMMENDATION/ACTION DESIRED:** Staff recommends that the low bids meeting all specifications be approved as listed below for an amount not to exceed \$124,350.00. The amount spent with the secondary vendor will not exceed \$50,000.

### CATEGORY

CJA Enterprise	Primary Vendor - All Items
Turf Materials	Secondary Vendor - All Items

**ATTACHMENTS:** Tabsheet

## 16-031 Sand & Gravel Pricing Proposal Sheet

			CJA		Turf Materials, Inc	
			Load Size	Unit Price	Load Size	Unit Price
1	5000 TONS	SANDY LOAM	25-27 tons	\$ 18.75	25 Tons	\$ 27.00
2	1000 TONS	3/8" PEA GRAVEL	25-27 tons	\$ 16.25	25 Tons	\$ 28.25
3	50 TONS	SCREENED RED CLAY	25-27 tons	\$ 20.20		NB
4	1000 TONS	TOP SOIL	25-27 tons	\$ 16.25	25 Tons	\$ 27.00
5	750 TONS	TOPDRESSING SAND	25-27 tons	\$ 21.25	28 Tons	\$ 24.45
6	20 TONS	BEACH WASHED SAND FOR VOLLEYBALL FIELD	25-27 tons	\$ 21.25	25 Tons	\$ 37.75
7	5000 TONS	WASHED SAND CONCRETE DELIEVERED	25-27 tons	\$ 22.25		no bid
7B	5000 TONS	WASHED SAND CONCRETE PICK UP		no bid		no bid
ESTIMATED DELIVERY TIME			24hr			
PICK UP SITE			Primary		Secondary	







# City of Carrollton

## Agenda Memo

File Number: 2779

**Agenda Date:** 8/16/2016

**Version:** 1

**Status:** Consent Agenda

**In Control:** City Council

**File Type:** Bid/Purchases

**Agenda Number:** \*14.

**CC MEETING: August 16, 2016**

**DATE:** August 8, 2016

**TO:** Leonard Martin, City Manager

**FROM:** Kim Bybee, Athletics Manager, and Scott Whitaker, Parks and Recreation Director

Consider Approval For Water Utilities And Storm Drain At McInnish Dog Park By EEC Enviro Services In An Amount Not To Exceed \$57,675.

### BACKGROUND:

The Parks and Recreation Department is currently constructing the second dog park located at McInnish Sports Complex, adjacent to the Animal Services building. This site requires water service utilities and sanitary sewer for the water fountains, wash stations and small splash pad. Due to the grade of the site, the sanitary sewer will need to be run to the lift station on the north side of the restroom building so it can be tied into the force main. A 12" storm drain will also be installed adjacent to the parking lot and tied into our existing storm sewer to help with drainage.

The city currently has a price agreement for plumbing services through EEC Enviro Services (#13-029) and this project exceeds the current total of the price agreement.

### FINANCIAL IMPLICATIONS:

The water utilities and storm drain installation at McInnish Dog Park will be funded out of the following account. Budgeted amount includes a 15% contingency:

ACCTG UNIT	ACCOUNT	BUDGET AMOUNT
854157	115650199 (Dog Park)	\$57,675

### STAFF RECOMMENDATION/ACTION DESIRED:

Staff recommends approval of the water utilities and storm drain installation at McInnish Dog Park by EEC Enviro Services in an amount not to exceed \$57,675.





# City of Carrollton

## Agenda Memo

File Number: 2778

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**Agenda Date:** 8/16/2016

**Version:** 1

**Status:** Consent Agenda

**In Control:** City Council

**File Type:**  
Contracts/Agreements

**Agenda Number:** \*15.

**CC MEETING: August 16, 2016**

**DATE:** August 9, 2016

**TO:** Leonard Martin, City Manager

**FROM:** Lon Fairless, IT Director

Consider Authorizing The City Manager To Enter Into An Interlocal Agreement Between The North Central Texas Council of Governments And City of Carrollton To Purchase 2016 Aerial Photography In An Amount Not To Exceed \$6,308.50.

**BACKGROUND:**

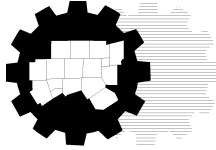
The City has participated in the NCTCOG's cooperative aerial photography projects in 2001, 2003, 2005, 2007, 2009, and 2011. In 2013, the NCTCOG partnered with a new vendor, Woolpert. Regional agencies realize best value pricing through NCTCOG shared purchasing projects. The data delivered provides updated information for the City's Geographic Information System, GIS, used for internal department business needs as well as for online public access. The City GIS User Group has recommended participation in the 2016 cooperative aerial photography project. In the future, these type individual purchases may be included in a broader NCTCOG cooperative purchasing program.

**FINANCIAL IMPLICATIONS:**

The funds for this item are included in the Information Technology GIS Capital Project 113380199.

**STAFF RECOMMENDATION/ACTION DESIRED:**

Staff recommends authorizing the City Manager to execute an Interlocal Agreement with the North Central Texas Council of Governments to purchase 2016 Aerial Photography.



## **North Central Texas Council of Governments**

### **INTERLOCAL AGREEMENT BETWEEN THE NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS AND CITY OF CARROLLTON**

**WHEREAS**, the North Central Texas Council of Governments (NCTCOG) has an interest in assisting local governments in providing information for planning, engineering, public safety, and municipal management;

**WHEREAS**, the **CITY OF CARROLLTON** (Entity), wishes to have its map-based information system include the 2016 digital orthophotography and/or LiDAR and contour data and has determined that the creation of this resource provides information for a multitude of uses throughout the Entity and thus serves a valid public purpose;

**WHEREAS**, the Entity requires this information to accomplish this purpose and has determined that NCTCOG can fulfill this need, and NCTCOG is willing to reciprocate; and

**WHEREAS**, this Agreement is authorized by Chapter 791 of the Texas Government Code;

**WHEREAS**, NCTCOG and Entity are local governments as that term is defined in Section 791.003(4) of the Texas Government Code;

**WHEREAS**, Section 791.025 of the Texas Government Code authorizes local governments to agree with another local government to purchase goods and services;

**WHEREAS**, a local government that purchases goods and services under Section 791.025 of the Texas Government Code satisfies the requirement of the local government to seek competitive bids for the purchase of goods and services;

**WHEREAS**, NCTCOG and Entity, acting by and through their respective governing bodies, adopt the foregoing premises as findings of said governing bodies; and

**NOW THEREFORE**, the parties, Entity and NCTCOG, agree to the following terms and conditions regarding the creation of digital aerial photography.

#### **I. LICENSE AGREEMENT**

The personnel specified in Appendix A will serve as points of contact for their respective organizations. The following provisions are a license agreement between NCTCOG and the Entity

with respect to data products that are identified in section II. NCTCOG is the owner of and has the right to grant a license to use the said data products free of all liens, claims, encumbrances, and other restrictions and without otherwise violating any rights of any third party, including any patent, copyright, trade secret, or other proprietary rights.

The NCTCOG data product may be distributed to the Entity on CD-ROM, DVD, or portable hard drive. The Entity will need to install and operate the NCTCOG data product on properly configured and compatible computer equipment running third party system and application software supplied by the Entity. The Entity will also need to insure that any required data not supplied by NCTCOG is in proper format and no other software or equipment having an adverse impact on the NCTCOG product is present.

#### *A. Licensed Operating Environment*

- (1) Operating Equipment. In exchange for monetary consideration listed in section III, the Entity will be granted an exclusive operation license to install, store, load, execute, and display (collectively, "Use") the NCTCOG data product on as many local area networks and/or end-user workstations as the Entity reasonably needs in support of its own operation (the "Licensed Operating Environment"). Any software components of the NCTCOG data product are provided in machine-readable executable format only.
- (2) Authorized Users. Unless otherwise agreed in writing, the NCTCOG data product will be used by Entity officials, officers, employees, and authorized contractors only ("Authorized Users"). A contractor shall be deemed authorized to Use the data products by the Entity or NCTCOG if such Use is incidental to a larger relationship between the contractor and the Entity, and is used for purposes no greater than reasonably needed to achieve the objectives of an actual project undertaken in connection with that relationship. The contractor must agree in writing to be bound by the provisions of this Agreement.

#### *B. Permitted Uses*

- (1) Use of NCTCOG Products. The Entity's Authorized Users may Use the NCTCOG data product in the Licensed Operating Environment for any use that furthers the Entity's internal operations or in furtherance of the Entity's mission.
- (2) Use of Generated Output or Other Data. Except as stated, the Entity will own all original works of authorship it may independently create. Digital output from the Entity's Use of the NCTCOG Data Product may be resized as desired and printed on black and white, color printers, or map plotters. Such printed hardcopies may be distributed to the Entity's officers, employees, citizens, contractors, or other persons in the regular course of business for their internal use or in connection with an actual transaction. Such printed output may be further copied, photographed, or reproduced digitally on the Internet. The Entity may charge a fee for such hardcopy printouts that exceed the actual direct cost of production. Without the prior written consent of NCTCOG, the Entity may not otherwise provide copied, digitized, reproduced, transmitted or disseminated, in whole or in part, any of the original digital data product in any form.

## II. OBLIGATIONS

Upon delivery of the products, NCTCOG shall invoice the Entity for the stipulated amounts listed below.

Coverage Area: CARROLLTON

Square miles = 37.0

Aerial Resolution = 6 inch

Product	Amount
2016 Orthophotography	\$6,308.50
2016 0.5m LiDAR	
2016 2' Contours	
2015 Project Total	\$6,308.50

You have agreed to the payment terms listed below and have secured the total amount with purchase order (PO) number \_\_\_\_\_ (Please enter a PO number if blank. If you have not yet secured a PO, please enter 9999).

Invoice Date

**Fiscal Year** or **After Delivery**

Payment Years

If a payment term has not been specified, please select **FY 2016** or **FY 2016-17**

If your payment is spread across two fiscal years you will be invoiced 50% of the total amount each year. Upon receipt of the first invoice, the Entity had thirty (30) days to review the products and pay said invoice or the remaining amount owed to the North Central Texas Council of Governments (NCTCOG).

## III. TERMINATION

The parties agree that the Entity may terminate this Agreement by providing thirty (30) days written notice to NCTCOG. Such notice shall be given to NCTCOG at the address set forth under its signature below. In the event of such termination, NCTCOG shall reimburse to the Entity pro-ratable portion of the contracted amount for services rendered. The Entity would also reimburse NCTCOG for staff time billed to the project up to termination at a rate of \$95.00/hour.

#### IV. MISCELLANEOUS

**Entirety of Agreement** The terms and provisions of this Agreement constitute the entire agreement of the undersigned parties and in the event of a conflict between this Agreement and any attachment thereto, the terms of this Agreement shall prevail.

**Governing Law.** This Agreement shall be governed by and construed in accordance with the laws of the state of Texas and venue shall lie exclusively in Tarrant County, Texas. In performing its obligations hereunder, each party shall operate and perform in accordance with all applicable state and federal laws.

**Severability.** In the event that one or more 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 of the Agreement shall be construed as if such invalid, illegal or unenforceable provision had never been contained herein, and shall not affect the remaining provision of this Agreement, which shall remain in force and effect.

**Assignment.** No party to this Agreement may assign or otherwise transfer any of its interest in this Agreement without the express written consent of the other party.

**Immunity.** It is expressly understood and agreed that in the execution of this Agreement, that the parties, either individually or jointly, do not waive, nor shall they be deemed to waive, any immunity or defense that would otherwise be available to each against claims arising in the exercise of its powers or functions.

**Non-appropriation of Funds.** In the event no funds or insufficient funds are appropriated by the Entity in any fiscal period for any payments due hereunder, Entity will notify NCTCOG of such occurrence and this Agreement shall terminate on the last day of the fiscal period for which appropriations were received without penalty or expense to the Entity of any kind whatsoever, except as to the portions of the payments herein agreed upon for which funds shall have been appropriated.

**Force Majeure.** The Entity and NCTCOG shall exercise their best efforts to meet their respective duties and obligations as set forth in this Agreement, but shall not be held liable for any delay or omission in performance due to force majeure or other causes beyond their reasonable control. (force majeure), including, but not limited to, compliance with any government law, ordinance or regulation, acts of God, acts of the public enemy, fires, strikes, lockouts, natural disasters, wars, riots, material or labor restrictions by any governmental authority, transportation problems and/or any other similar causes.

**Certification.** The undersigned are properly authorized to execute this Agreement on behalf of the parties. and each party certifies to the other that any necessary resolutions extending such authority have been fully passed and are now in full force and effect.

IN WITNESS WHEREOF, the parties have executed this Agreement on the dates indicated below.

**NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS**



5-6-2016

\_\_\_\_\_  
Mike Eastland  
Executive Director  
616 Six Flags Drive, Suite 200  
Arlington, Texas 76011

\_\_\_\_\_  
Date

**CITY OF CARROLLTON**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Street Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

APPROVED AS TO FORM:

\_\_\_\_\_

**APPENDIX A**



# **NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS**

	MAIN CONTACT		ADDITIONAL CONTACT	
Name:	Shelley Broyles		David Raybuck	
Title:	GIS Project Coordinator		Chief Technology Officer	
Department	Research and Information Services		Research and Information Services	
Organization:	NCTCOG		NCTCOG	
Street Address:	616 Six Flags Drive, Suite 200		616 Six Flags Drive, Suite 200	
City, State, Zip	Arlington, Texas 76011		Arlington, Texas 76011	
Phone/Fax:	(817) 695-9156	(817) 640-4428	(817) 608-2357	(817) 640-4428
E-mail:	sbroyles@nctcog.org		draybuck@nctcog.org	





# City of Carrollton

## Agenda Memo

File Number: 2785

**Agenda Date:** 8/16/2016

**Version:** 1

**Status:** Consent Agenda

**In Control:** City Council

**File Type:**  
Contracts/Agreements

**Agenda Number:** \*16.

**CC MEETING: August 16, 2016**

**DATE:** August 10, 2016

**TO:** Leonard Martin, City Manager

**FROM:** Krystle Nelinson, Development Program Manager

Consider **Authorizing The City Manager To Approve A Professional Services Contract With JBI Partners For Surveying Services For The Crosby Road Redevelopment Initiative** In An Amount Not To Exceed \$33,000.00.

### **BACKGROUND:**

This agenda item is for surveying services associated with the Crosby Road redevelopment initiative. The services are broken down into two projects.

The first project will create boundary surveys for all the parcels of land that the City currently owns along Crosby Road, as well as the parcels that the City is currently in negotiations to acquire. Boundary surveys will be required in order to purchase and close on those properties.

The second project is for surveying services to support a flood feasibility analysis. There is a water course that runs through the Crosby Road re-development initiative area. As such, there is flooding potential on the western side of the site near the DG&NO rail line. A flood feasibility analysis is required for a potential developer to provide an accurate concept plan for the area's redevelopment.

### **FINANCIAL IMPLICATIONS:**

The cost of surveying services for all Crosby Road tracts is \$20,000, while the cost of surveying services to support the flood feasibility analysis is \$10,000. A 10% contingency has been added to cover reimbursable expenses, if any. The total funding amount of \$33,000 is available in the Transit-Oriented Capital Account.

### **IMPACT ON COMMUNITY SUSTAINABILITY:**

The Crosby Road redevelopment initiative has already benefited the surrounding properties by removing sources of blight from the area. The initiative will have additional, future benefits as the project area is revitalized, increasing property values and generating additional pedestrian

traffic into Downtown Carrollton.

**STAFF RECOMMENDATION/ACTION DESIRED:**

Staff recommends that City Council authorize the City Manager to enter into a professional services agreement with JBI Partners in an amount not to exceed \$33,000.00 for surveying services for the Crosby Road redevelopment initiative.

## Location Map

### Crosby Road Redevelopment Initiative







# City of Carrollton

## Agenda Memo

File Number: 2781

**Agenda Date:** 8/16/2016

**Version:** 1

**Status:** Consent Agenda

**In Control:** City Council

**File Type:** Resolution

**Agenda Number:** \*17.

**CC MEETING: August 16, 2016**

**DATE:** August 10, 2016

**TO:** Leonard Martin, City Manager

**FROM:** Cesar J. Molina, Jr., P.E., Director of Engineering

Consider A **Resolution Authorizing The City Manager To Reimburse The Texas Department Of Transportation In The Amount Of \$937,863.45 Toward The Reconstruction Of Trinity Mills Road From Willowgate Drive To Midway Road, And Establishing An Effective Date.**

### **BACKGROUND:**

At the June 26, 2016 City Council meeting, staff presented an item that discussed the need for an additional payment of \$937,863.45 to TxDOT for the construction of Trinity Mills Road. The project was completed in 2012. In the summer of 2015, TxDOT performed a project closing audit, at which time they determined that the City owed a balance of \$937,863.45.

At the June 26 meeting, Council tabled the item and asked for more information regarding the owed project balance. The following is a quick history of the funding sources and a breakdown of the costs.

A master funding agreement was executed between the City and TxDOT on June 5, 1995. In this agreement, the project was established to be funded with 80 percent federal funding and 20 percent local (City) funding. The federal funding was approved by the North Central Texas Council of Government (NCTCOG) in 1992. City records indicate that the original federal portion was \$6,233,775.

When TxDOT bid the project, the City was informed that the project was over budget, and before the contract could be executed TxDOT requested that Carrollton obtain additional funds to cover the unfunded portion.

The City partnered with NCTCOG to identify additional federal funds. In 2010, NCTCOG approved an additional \$1,970,000 in federal funds and approved the transfer of \$575,000 in federal funding from the Whitlock Road project into the Trinity Mills project bring the final

federal portion to \$8,778,775.

The final audit of the project showed that the total project cost to be:

Surface Pavement Cost	\$12,611,810.93
Utility Pavement	\$ 397,329.94

Total Project Cost	\$13,009,140.87
--------------------	-----------------

***Breakdown of Project Costs***

Preliminary engineering and construction documents	\$642,643.02
Previously reimbursement to City of Carrollton	\$396,995.59
Construction cost (roadway)	\$11,134,162.32
Construction cost (utilities)	\$397,329.94
TxDOT administrative expenses	\$438,010.00

<b>Total Project Cost</b>	<b>\$13,009,140.87</b>
---------------------------	------------------------

The City of Carrollton made the following payments to TxDOT for this project

December 22, 1997	\$75,000.00
June 11, 2008	\$340,518.00
August 15, 2008	\$571,301.11
August 25, 2008	\$1,600,000.00
August 26, 2010	\$613,637.66
October 14, 2010	\$92,045.65

<b>Total Carrollton payments</b>	<b>\$3,292,502.42</b>
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Federal Funds Received by TxDOT	\$8,778,775.00
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Total Funds Received by TxDOT	\$12,071,277.42
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Summary:

Total Project Cost	\$13,009,140.87
Less Federal Funds and Carrollton payments	\$12,071,277.42

<b>Balance owed by Carrollton</b>	<b>\$937,863.45</b>
-----------------------------------	---------------------

The Engineering Department requested assistance from the Finance Department to conduct an audit of the TxDOT invoices in July 2015. Additionally, staff requested that funds be set aside in the 2015-2016 budget to cover this anticipated expense. The audit was completed in June 2016. The City's Internal Auditor concluded that the City owed the funds as listed above and provided the attached memo with the results of the audit.

**FINANCIAL IMPLICATIONS:**



Staff recommends payment to TxDOT of \$937,863.45, which increases the City's total contribution for this project to \$4,230,365.87. Funding is available in the Streets Consolidated Account.

**STAFF RECOMMENDATION/ACTION DESIRED:**

Staff recommends that City Council approve the attached resolution authorizing the payment of \$937,863.45 to the Texas Department of Transportation for improvements to Trinity Mills Road from Willowgate Drive to Midway Road.

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARROLLTON, TEXAS, AUTHORIZING THE CITY MANAGER TO REIMBURSE THE TEXAS DEPARTMENT OF TRANSPORTATION AN AMOUNT OF \$937,863.45 TOWARD THE RECONSTRUCTION OF TRINITY MILLS ROAD FROM WILLOWGATE DRIVE TO MIDWAY ROAD; ESTABLISHING AN EFFECTIVE DATE.**

**WHEREAS**, the Texas Department of Transportation and the City entered into a Local Project Advance Funding Agreement on April 18, 1995, for the purpose of providing for the design, engineering, right-of-way acquisition, utility relocations, and all related construction activities for the reconstruction of Trinity Mills from Willowgate Drive to Midway Road (“Project”);

**WHEREAS**, the Interlocal Cooperation Act, Texas Government Code, Chapter 791, hereinafter provides authorization for a local government to contract with one or more local governments to perform governmental functions and services under the terms of the Act;

**WHEREAS**, the City of Carrollton committed to provide 20 percent of the engineering and construction costs for the paving and drainage portions of the Project while being responsible for all costs associated with right-of-way acquisition, water line, median landscaping and change orders; and

**WHEREAS**, due to increased construction costs the City agrees to contribute an increased amount of Nine Hundred Thirty Seven Thousand Eight Hundred Sixty Three and 45/100 Dollars (\$937,863.45) to the Texas Department of Transportation for the completion of the construction activities related to the reconstruction of Trinity Mills Road.

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

**SECTION 1**

All of the above premises are found to be true and correct legislative and factual findings of the City Council of the City of Carrollton, Texas, and they are hereby approved, ratified and incorporated into the body of this Resolution as if copied in their entirety.

**SECTION 2**

The City Manager is hereby authorized to reimburse the Texas Department of Transportation Nine Hundred Thirty Seven Thousand Eight Hundred Sixty Three and 45/100 Dollars (\$937,863.45) for the reconstruction activities related to Trinity Mills Road.

**SECTION 3**

The City Manager is authorized to take those steps reasonable and necessary to comply with the intent of this Resolution.

**SECTION 4**

This Resolution shall take effect immediately from and after the date of passage.

**PASSED AND APPROVED this 16th day of August, 2016.**

CITY OF CARROLLTON, TEXAS

By: \_\_\_\_\_  
Matthew Marchant, Mayor

**ATTEST:**

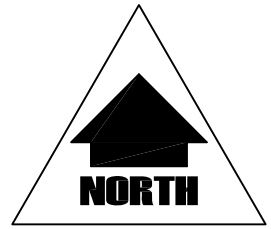
\_\_\_\_\_  
Laurie Garber, City Secretary

APPROVED AS TO FORM:

APPROVED AS TO CONTENT:

\_\_\_\_\_  
Meredith Ladd, City Attorney

\_\_\_\_\_  
Cesar J. Molina, Jr., P.E., Director of Engineering



## PROJECT LOCATION



**CARROLLTON**  
TEXAS

*Where Connections Happen*

# TRINITY MILLS RECONSTRUCTION WILLOWGATE TO MIDWAY

SCALE:NTS DATE: 06-16

**ENGINEERING  
DEPARTMENT**



## **Memorandum**

**Date:** August 8, 2016

**To:** Cesar Molina, Director of Engineering

**CC:** Leonard Martin, City Manager; Bob Scott, Assistant City Manager

**From:** Muh-Ing Lee, Internal Auditor

**Subject:** TxDOT Payment Request Review of Trinity Mills Road Reconstruction Project.

### **Background:**

In July 2015, Engineering Department received a payment request from TxDOT for \$937,863.45 for the Trinity Mills Road reconstruction. The master funding agreement was executed between the City and TxDOT on June 5, 1995. The project was completed in 2012.

TxDOT indicates that this payment request is the final outstanding balance that the City owes for the Trinity Mills Road Reconstruction project. At the time of the payment request in July 2015, TxDOT did not provide much supporting documentation for the payment request. The Engineering Department refused to pay the amount without adequate supporting documentation.

Subsequently, Engineering Department requested assistance from the Finance Department to review TxDOT's payment request. Below are the results of my findings.

### **Audit Procedure Performed**

- Reviewed the master funding agreement dated June 5, 1995 to understand the contract terms.
- Requested TxDOT to provide the detailed supporting documentation for the outstanding balance amount calculation. I requested and reviewed the following documentation from TxDOT:
  - Total project cost breakdown by categories including administration cost.
  - Detailed project cost listing for street construction cost.
  - Detailed project cost listing for all change orders and cost overrun.
  - Outstanding balance calculation and reconciliation.
  - Total funding received from NCTCOG for this project.
  - Records of payments from Carrollton for this project

- Communicated with the TxDOT staff to understand the supporting documentation and the outstanding balance calculation. Validated the records against our internal records when applicable.
- Reviewed the related e-mails communications between Cesar Molina and TxDOT to understanding the project and funding history.
- Reviewed the changes order records maintained by Tom Geier, CIP Coordinator. Sampled the change orders and validated the changed orders against the change order listing provided by TxDOT. Sampled some line items from the listing and validated the items against the change order records. The goal was to validate the accuracy of the changed order listing provided by TxDOT.
- Reviewed the detailed project cost listing with Tom Geier for the construction project. Worked with the managers to assess the reasonableness of the project costs and construction items.
- Assessed the reasonableness of the administration cost per the contract term.
- Verified with NCTCOG the total federal funding amount for this project.
- Verified with the payments made to TxDOT with the Accounting Division.
- Verified the total amount owed by the City of Carrollton.

#### **Result of the Review:**

Per the contract term, the City of Carrollton was responsible for all the changes orders and cost overrun that exceeded the federal funding for this project. The review further validated the total federal funding from NCTCOG, total payments from Carrollton and total project costs including engineering fees, construction cost, utility construction costs, and administration fee.

Based on the supporting documentation provided by TxDOT, the review concurs with the project cost reconciliations provided by TxDOT. The final conclusion is that the City owes TxDOT \$937,863.45 for the Trinity Mills project.

**REVISED STATEMENT OF COST**  
City of Carrollton

PROJECT	PRELIMINARY ENGINEERING 102-190; 276 80/20	PRELIMINARY ENGINEERING 102-190; 276 (100% LG)	SPONSOR REIMBURSEMENT FC 274 (100% Fed)	CONSTRUCTION 200-220 (80/20)	CONSTRUCTION 200-220 (100% LG)	CONSTRUCTION ENGINEERING (100% LG)	CONSTRUCTION ENGINEERING (80/20)	TOTAL
STP 96 ( 25) MM 0918-45-275	\$ 222,505.53	\$ 25,341.53	\$ 396,995.59	\$ 9,816,708.75	\$ 1,317,453.57	\$ 394,795.96	\$ 438,010.00	\$ 12,611,810.93
	\$ 222,505.53	\$ 25,341.53	\$ 396,995.59	\$ 9,816,708.75	\$ 1,317,453.57	\$ 394,795.96	\$ 438,010.00	\$ 12,611,810.93

Preliminary Engineering Portion Funded by Entity	% Participation	
Preliminary Engineering Portion Funded by Entity	20.00%	\$ 44,501.12
Construction Portion Funded by Entity	100.00%	\$ 25,341.53
Construction Portion Funded by Entity	20.00%	\$ 1,963,341.75
Construction Engineering Portion Funded by Entity	100.00%	\$ 1,317,453.57
Construction Engineering Portion Funded by Entity	100.00%	\$ 394,795.96
Indirect Cost Portion Funded by Entity	20.00%	\$ 87,602.00
Total Amount Chargeable to Entity	0.00%	\$ -
		<u>\$ 3,833,035.93</u>
Amount Chargeable to Entity		\$ 3,833,035.93
Less: Advanced Cash Payments		\$ (2,951,984.42)
Amount of Refund Due FROM Entity		<u>\$ 881,051.51</u>

  
 Noel Paramanantham, P.E.      Date 12/16/13  
 Interim West Dallas Area Office Engineer  
 Dallas District

**REVISED STATEMENT OF COST**  
**City of Carrollton Utilities**

PROJECT	PRELIMINARY ENGINEERING	CONSTRUCTION	CONSTRUCTION ENGINEERING	TOTAL
CC 0918-45-581				
0918-45-581	\$ -	\$ 395,370.39	\$ 1,959.55	\$ 397,329.94
	\$ -	\$ 395,370.39	\$ 1,959.55	\$ 397,329.94

Preliminary Engineering Portion Funded by Entity  
Construction Portion Funded by Entity  
Construction Engineering Portion Funded by Entity  
Indirect Cost Portion Funded by Entity  
Total Amount Chargeable to Entity

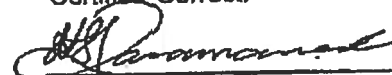
% Participation

0.00%	\$ -
100.00%	\$ 395,370.39
100.00%	\$ 1,959.55
0.00%	\$ -
	<u>\$ 397,329.94</u>

Amount Chargeable to Entity  
Less: Advanced Cash Payments  
Amount Due FROM Local Entity

\$ 397,329.94
<u>\$ 340,518.00</u>
\$ 56,811.94

Certified Correct:



Noel Paramanathan, P.E.  
Dallas County Area Office Engineer  
Dallas District

7/31/14  
Date





# City of Carrollton

## Agenda Memo

File Number: 2782

**Agenda Date:** 8/16/2016

**Version:** 1

**Status:** Consent Agenda

**In Control:** City Council

**File Type:** Resolution

**Agenda Number:** \*18.

**CC MEETING:** August 16, 2016

**DATE:** August 10, 2016

**TO:** Leonard Martin, City Manager

**FROM:** Vince Priolo, Purchasing Manager

Consider A Resolution Authorizing The City Manager To Approve An Interlocal Agreement With The North Central Texas Council Of Governments (NCTCOG) For Sharing Of Bid Awards.

### **BACKGROUND:**

The North Central Texas Council Of Governments (NCTCOG) Interlocal Agreement allows the City to voluntarily purchase from bids and contracts prepared by NCTCOG through their "SHARE" cooperative program. The SHARE program is the direct outcome of local governments partnering together to identify common needs in the north Texas area and developing solutions through collaboration and cooperative purchasing programs.

Carrollton staff is a part of NCTCOG's advisory committee which is in the process of establishing bidding priorities, and all of their contracts will meet State competitive bid laws. NCTCOG advisory participants will work together to construct annual price agreements as required, and to jointly bid where possible to maximize cost savings. This agreement and access to their bid awards is strictly voluntary on the part of our city.

### **FINANCIAL IMPLICATIONS:**

Participation in the Interlocal Agreement with the NCTCOG will have no cost to Carrollton, and will be beneficial to the citizens of the city of Carrollton in the future. No expenses or obligations will be required or incurred by Carrollton. Each government in the COG will place their own purchase orders and pay for their own products/services.

### **STAFF RECOMMENDATION/ACTION DESIRED:**

Staff recommends that the City Council approve the attached Resolution authorizing the City Manager or his designee to sign the North Central Texas Council of Governments Interlocal Agreement.

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION BY THE CITY OF CARROLLTON, TEXAS APPROVING ENTERING INTO AN INTERLOCAL AGREEMENT WITH THE NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS FOR PURPOSES OF SHARING BID AWARDS; AUTHORIZING THE CITY MANAGER TO TAKE ALL STEPS REASONABLE AND NECESSARY TO COMPLY WITH THIS RESOLUTION; AND PROVIDING AN EFFECTIVE DATE.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CARROLLTON, TEXAS, THAT:

1. The City of Carrollton, Texas ("City") may participate in an interlocal agreement with the North Central Texas Council of Governments "SHARE" cooperative program.
2. The City Manager is authorized to act for the City in all matters relating to the purchasing program with the North Central Texas Council of Governments under the direction of the Council.
3. The purpose of the Interlocal Agreement is to allow Carrollton to access North Central Texas Council of Governments bid awards, and in no way obligates either city to any financial ramifications of the other government.
5. The Interlocal Agreement with the North Central Texas Council of Governments is passed and approved.
6. That this Resolution shall be effective immediately upon its passage.

SIGNED this 16<sup>th</sup> day of August, 2016.

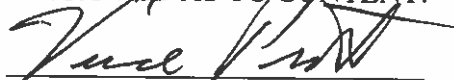
THE CITY OF CARROLLTON, TEXAS

\_\_\_\_\_  
Matthew Marchant, Mayor

ATTEST:

\_\_\_\_\_  
Lauren Garber, City Secretary

APPROVED AS TO CONTENT:

  
\_\_\_\_\_  
Vince Priolo, Purchasing Manager

## MASTER INTERLOCAL PURCHASING AGREEMENT

**THIS MASTER INTERLOCAL AGREEMENT** (“ILA”), made and entered into pursuant to the Texas Interlocal Cooperation Act, Chapter 791, Texas Government Code (the “Act”), by and between the North Central Texas Council of Governments, hereinafter referred to as “NCTCOG,” having its principal place of business at 616 Six Flags Drive, Arlington, TX 76011, and \_\_\_\_\_, a local government, a state agency, or a non-profit corporation created and operated to provide one or more governmental functions and services, hereinafter referred to as “Participant,” having its principal place of business at \_\_\_\_\_

**WHEREAS**, NCTCOG is a regional planning commission and political subdivision of the State of Texas operating under Chapter 391, Texas Local Government Code; and

**WHEREAS**, pursuant to the Act, NCTCOG is authorized to contract with eligible entities to perform governmental functions and services, including the purchase of goods and services; and

**WHEREAS**, in reliance on such authority, NCTCOG has instituted a cooperative purchasing program under which it contracts with eligible entities under the Act; and

**WHEREAS**, Participant has represented that it is an eligible entity under the Act, that it is authorized to enter into this Agreement on \_\_\_\_\_ (Date), and that it desires to contract with NCTCOG on the terms set forth below;

**NOW, THEREFORE**, NCTCOG and the Participant do hereby agree as follows:

### **ARTICLE 1: LEGAL AUTHORITY**

The Participant represents and warrants to NCTCOG that (1) it is eligible to contract with NCTCOG under the Act for the purposes recited herein because it is one of the following: a local government, as defined in the Act (a county, a municipality, a special district, or other political subdivision of the State of Texas or any other state, or a combination of two or more of those entities, a state agency (an agency of the State of Texas as defined in Section 771.002 of the Texas Government Code, or a similar agency of another state), or a non-profit corporation created and operated to provide one or more governmental functions and services, and (2) it possesses adequate legal authority to enter into this Agreement.

### **ARTICLE 2: SCOPE OF SERVICES**

The Participant appoints NCTCOG its true and lawful purchasing agent for the purchase of certain products and services (“Products” or “Services”) through the **North Texas SHARE** program. Participant will access the Program through **www.NorthTexasSHARE.org**. All purchases under this Agreement shall comply with applicable Texas competitive bidding statutes as well as the specifications, contract terms and pricing applicable to such purchases. NCTCOG may also serve as a coordinating agent to administer the use of eligible Participant contracts to other participants of North Texas SHARE. The eligibility of such contracts will be determined by incorporation of coordinating agent authorization in Participant’s solicitation documents. Title to all products purchased under the North Texas SHARE program shall be held by Participant unless otherwise agreed. Nothing in this Agreement shall preclude the Participant from purchasing Products and/or Services offered in the North Texas SHARE program directly from the vendor/supplier.

### **ARTICLE 3: PAYMENTS**

Upon delivery of goods or services purchased and presentation of a properly documented invoice, the Participant shall promptly, and in any case within thirty (30) days, pay the contracted provider the full amount of the invoice. All payments for goods or services will be made from current revenues available to the paying party. In no event shall NCTCOG have any financial liability to the Participant for any goods or services Participant purchases through the North Texas SHARE program.

### **ARTICLE 4: PERFORMANCE PERIOD**

This Agreement shall be effective when signed by the last party whose signing makes the Agreement fully executed and will remain in full force and effect for one (1) year. This Agreement shall automatically renew for successive one-year terms unless sooner terminated in accordance with Article 6 below. Any modification of this Agreement must comply with the requirements of Article 5 below.

### **ARTICLE 5: CHANGES AND AMENDMENTS**

This Agreement may be amended only by a written amendment executed by both parties, except that any alternations, additions, or deletions to the terms of this Agreement which are required by changes in Federal and State law or regulations are automatically incorporated into this Agreement without written amendment hereto and shall become effective on the date designated by such law or regulation. NCTCOG reserves the right from time to time to make changes in the scope of products and services offered through the North Texas SHARE program.

### **ARTICLE 6: TERMINATION PROCEDURES**

NCTCOG or the Participant may cancel this Agreement for any reason and at any time upon thirty (30) days written notice by certified mail to the other party to this Agreement. The obligation of the Participant to pay for any Service and/or Products purchased under this Agreement, shall survive such cancellation, as well as any other Participant costs incurred prior to the effective date of the cancellation.

### **ARTICLE 7: APPLICABLE LAWS**

NCTCOG and the Participant agree to conduct all activities under this Agreement in accordance with all applicable rules, regulations, and ordinances and laws in effect or promulgated during the term of this Agreement.

### **ARTICLE 8: DISPUTE RESOLUTION**

The parties to this Agreement agree to the extent possible and not in contravention of any applicable state or federal law or procedure established for dispute resolution, to attempt to resolve any dispute between them regarding this Agreement informally through voluntary mediation, arbitration or any other local dispute mediation process before resorting to litigation.

### **ARTICLE 9: MISCELLANEOUS**

- a. This Agreement has been made under and shall be governed by the laws of the State of Texas. Venue and jurisdiction of any suit or cause of action arising under, or in connection with, this Agreement shall lie exclusively in Tarrant County, Texas.
- b. The persons executing this Agreement hereby represent that they have authorization to sign on behalf of their respective entities.
- c. This Agreement and the rights and obligations contained herein may not be assigned by either party without the prior written approval of the other party to this Agreement.

- d. All parties agree that should any provision of this Agreement be determined to be invalid or unenforceable, such determination shall not affect any other term of this Agreement, which shall continue in full force and effect.
- e. To the extent that either party to this Agreement shall be wholly or partially prevented from the performance within the term specified of any obligation or duty placed on such party by reason of or through strikes, stoppage of labor, riot, fire, flood, acts of war, insurrection, accident, order of any court, act of God, or specific cause reasonably beyond the party's control and not attributable to its neglect or nonfeasance, in such event, the time for the performance of such obligation or duty shall be suspended until such disability to perform is removed; provided, however, force majeure shall not excuse an obligation solely to pay funds.
- f. This Agreement and any attachments/addendums, as provided herein, constitute the complete agreement between the parties hereto, and supersede any and all oral and written agreements between the parties relating to matters herein.

**THIS INSTRUMENT HAS BEEN EXECUTED IN TWO ORIGINALS BY THE PARTIES HERETO AS FOLLOWS:**

**North Central Texas Council of Governments**

North Texas SHARE

616 Six Flags Drive, Arlington, Texas 76011

\_\_\_\_\_  
Name of Participant Agency

\_\_\_\_\_  
NCTCOG Executive Director or Designee

\_\_\_\_\_  
Mailing Address

\_\_\_\_\_  
Signature of Executive Director or Designee

\_\_\_\_\_  
City State Zip

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name and Title of Authorized Official or Designee

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date





# City of Carrollton

## Agenda Memo

File Number: 2783

Agenda Date: 8/16/2016

Version: 1

Status: Consent Agenda

In Control: City Council

File Type: Resolution

Agenda Number: \*19.

**CC MEETING: August 16, 2016**

**DATE:** August 10, 2016

**TO:** Leonard Martin, City Manager

**FROM:** Scott Hudson, Environmental Services Director

Consider A Resolution Authorizing The City Manager To Enter Into Single-Family Rehabilitation Incentive Agreements With Yeseica Cruz For 2305 Halifax Dr. In An Amount Not To Exceed \$565.52, With Darrell Kopaska For 1819 Baxley Dr. In An Amount Not To Exceed \$711.32, With Jean Ford Knight For 1817 Gravley Dr. In An Amount Not To Exceed \$829.70, With Lemual Carrol Lord For 1815 Baxley Dr. In An Amount Not To Exceed \$296.73, With Jessica M. Ramirez For 1811 Baxley Dr. In An Amount Not To Exceed \$252.16, With Charline C. Shehane For 1808 Baxley Dr. In An Amount Not To Exceed \$286.48, With Silvestre Perez For 1822 Baxley Dr. In An Amount Not To Exceed \$818.06, With Amy Lehman For 1833 Hood St. In An Amount Not To Exceed \$675.38, With Walter Arevalo For 1832 Spring Ave. In An Amount Not To Exceed \$697.65, With Rosa And Marcelino Gutierrez For 1834 Spring Ave. In An Amount Not To Exceed \$633.61, With Rene Lopez For 1836 Spring Ave. In An Amount Not To Exceed \$712.36, With William And Jill Morgan For 1819 Spring Ave. In An Amount Not To Exceed \$300.46, And With Brent H. Hesse For 1816 Gravley Dr. In An Amount Not To Exceed \$568.40 For An Aggregate Grant Incentive Total Not To Exceed \$7,347.83.

### BACKGROUND:

In November of 2014, City Council adopted the Single-Family Rehabilitation Incentive Program ("Incentive Program") to provide financial incentives to homeowners in Neighborhood Empowerment Zones. This program provides payment equivalent to abating a portion of an owner's property tax, depending on the property value and rehabilitation project expense.

Infrastructure improvements are currently underway in the Carrollton Downs and Santa Rosa Heights subdivisions through the NOTICE program. A concurrent option offered in which the street and driveway approaches are being replaced allows for private driveway and walkway replacement at the owners' expense. To participate, residents make separate arrangements with the city's contractor to replace their private driveways and walkways during the NOTICE project. These replacements are not part of the capital project. Payment is made upon

verification of the completed work.

Thirteen property owners have applied for rehabilitation incentives to take advantage of this driveway/walkway replacement offer. Their thirteen properties are located within Neighborhood Empowerment Zones and meet the eligibility requirements of the Incentive Program. *The program's policy requires review by the Re-Development Sub-Committee prior to Council action. However, due to time constraints and the need to coordinate these projects with the contractor in a timely manner, the Sub-Committee has not reviewed these prior to submittal of this agenda item.*

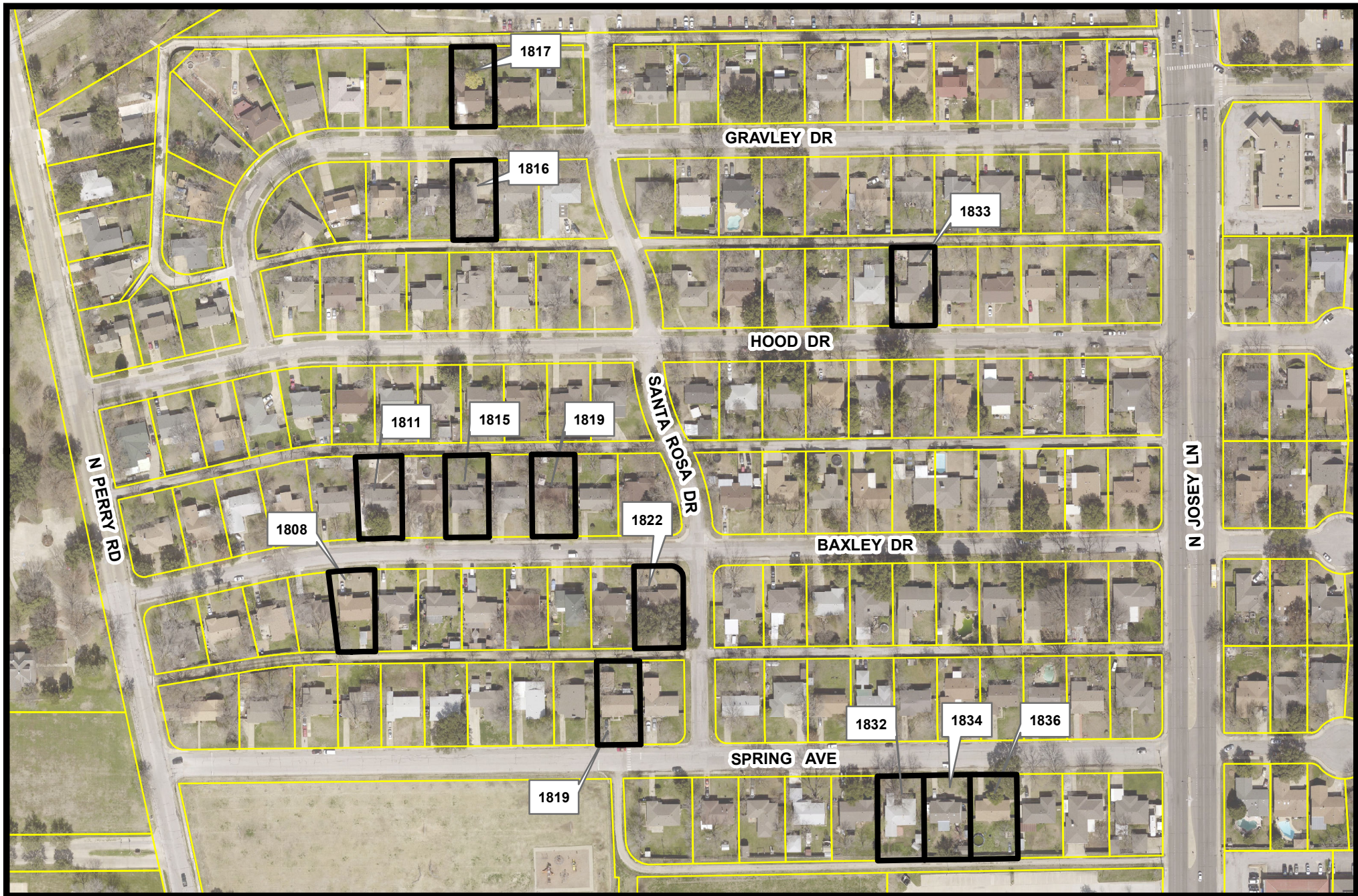
**IMPACT ON COMMUNITY SUSTAINABILITY:**

Rehabilitation projects such as these driveway replacements improve property values and the appearance of the neighborhood. Such expenditures encourage further investment in the community.

**STAFF RECOMMENDATION/ACTION DESIRED:**

Staff recommends City Council approval of a resolution authorizing the City Manager to enter into Single-Family Rehabilitation Incentive Agreements with Yeseica Cruz, Darrell Kopaska, Jean Ford Knight, Lemual Carrol Lord, Jessica M. Ramirez, Charline C. Shehane, Silvestre Perez, Amy Lehman, Walter Arevalo, Rosa and Marcelino Gutierrez, Rene Lopez, William and Jill Morgan, and Brent H. Hesse for incentives not to exceed \$565.52, \$711.32, \$829.70, \$296.73, \$252.16, \$286.48, \$818.06, \$675.38, \$697.65, \$633.61, \$712.36, \$300.46, and \$568.40 respectively, for an aggregate total grant incentive not to exceed \$7,347.83.





1816, 1817 GRAVLEY DR  
1833 HOOD DR  
1808, 1811, 1815, 1819, 1822 BAXLEY DR  
1819, 1832, 1834, 1836 SPRING AVE.

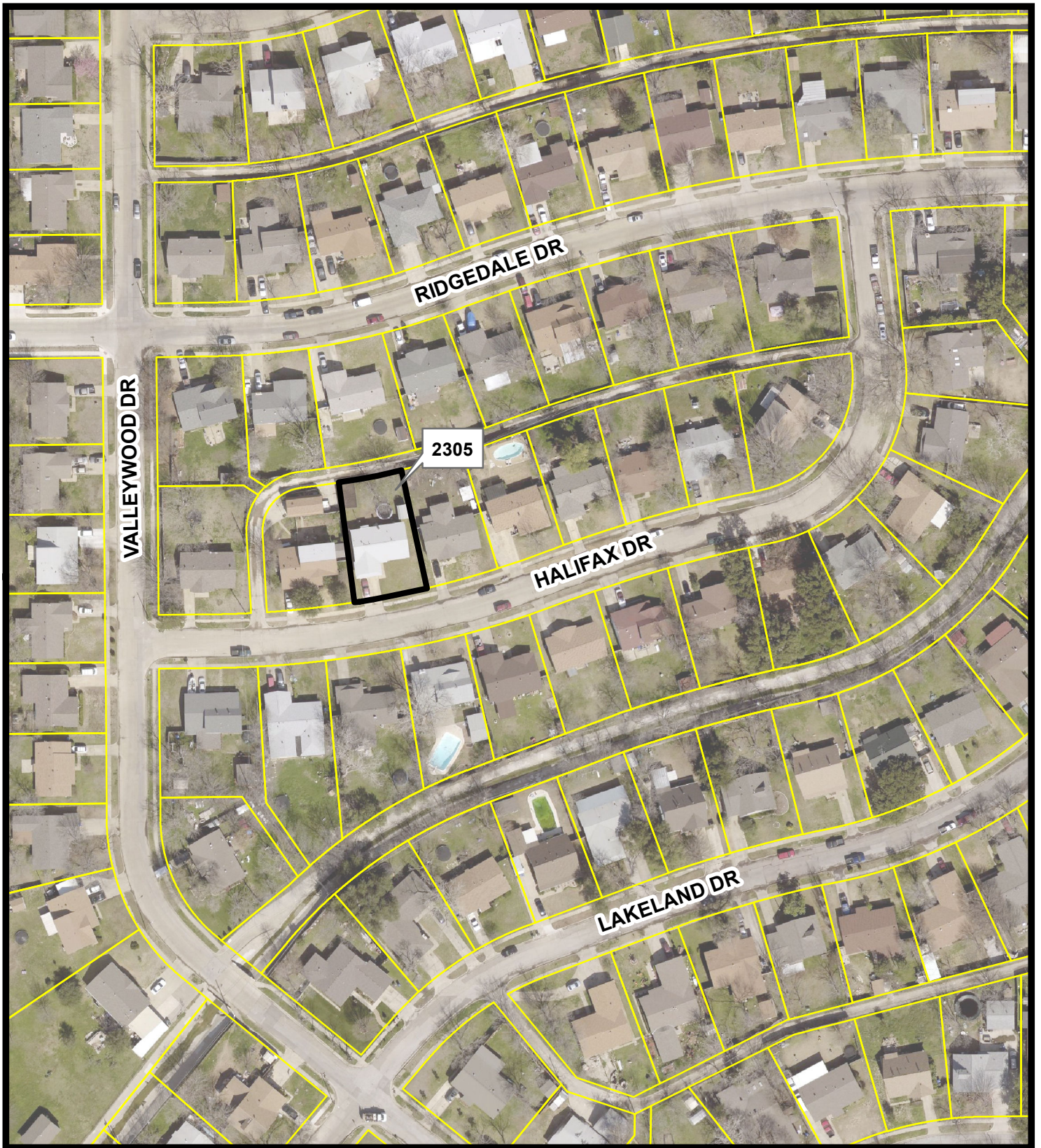


SCALE: NTS

DATE: 08-16

**PUBLIC WORKS DEPARTMENT**





2305 HALIFAX



SCALE: NTS

DATE: 08-16

**PUBLIC WORKS DEPARTMENT**



**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARROLLTON, TEXAS, AUTHORIZING THE CITY MANAGER TO ENTER INTO SINGLE-FAMILY REHABILITATION INCENTIVE AGREEMENTS WITH THE OWNERS OF THIRTEEN PROPERTIES TO PROMOTE LOCAL ECONOMIC DEVELOPMENT AND STIMULATE BUSINESS AND COMMERCIAL ACTIVITY WITHIN THE CITY; AUTHORIZING THEIR EXECUTION BY THE CITY MANAGER; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, on November 4, 2014 the City Council of the City of Carrollton, Texas (“City Council”), adopted the Single-Family Rehabilitation Incentive Program (a Chapter 378 and Chapter 380 Economic Development Program) in order to promote local economic development and stimulate business and commercial activity within designated areas in the City of Carrollton, Texas (“City”); and

**WHEREAS**, the City Council has been presented and has reviewed thirteen applications for Single-Family Rehabilitation Incentives, which are further described in summaries attached hereto as Exhibits A, B, C, D, E, F, G, H, I, J, K, L, and M and which are incorporated herein for all purposes; and

**WHEREAS**, the City Council desires to enter into an agreement with Yeseica Cruz (“Exhibit A”), establishing an incentive in an amount not to exceed \$565.52 for the replacement of the driveway at 2305 Halifax; and

**WHEREAS**, the City Council desires to enter into an agreement with Darrell Kopaska (“Exhibit B”), establishing an incentive in an amount not to exceed \$711.32 for the replacement of the driveway at 1819 Baxley; and

**WHEREAS**, the City Council desires to enter into an agreement with Jean Ford Knight (“Exhibit C”), establishing an incentive in an amount not to exceed \$829.70 for the replacement of the driveway at 1817 Gravley; and

**WHEREAS**, the City Council desires to enter into an agreement with Lemual Carrol Lord (“Exhibit D”), establishing an incentive in an amount not to exceed \$296.73 for the replacement of the driveway at 1815 Baxley; and

**WHEREAS**, the City Council desires to enter into an agreement with Jessica M. Ramirez (“Exhibit E”), establishing an incentive in an amount not to exceed \$252.16 for the replacement of the driveway at 1811 Baxley; and

**WHEREAS**, the City Council desires to enter into an agreement with Charline C. Shehane (“Exhibit F”), establishing an incentive in an amount not to exceed \$286.48 for the replacement of the driveway at 1808 Baxley; and

**WHEREAS**, the City Council desires to enter into an agreement with Silvestre Perez (“Exhibit G”), establishing an incentive in an amount not to exceed \$818.06 for the replacement of the driveway at 1822 Baxley; and

**WHEREAS**, the City Council desires to enter into an agreement with Amy Lehman (“Exhibit H”), establishing an incentive in an amount not to exceed \$675.38 for the replacement of the driveway at 1833 Hood; and

**WHEREAS**, the City Council desires to enter into an agreement with Walter Arevalo (“Exhibit I”), establishing an incentive in an amount not to exceed \$697.65 for the replacement of the driveway at 1832 Spring; and

**WHEREAS**, the City Council desires to enter into an agreement with Rosa & Marcelino Gutierrez (“Exhibit J”), establishing an incentive in an amount not to exceed \$633.61 for the replacement of the driveway at 1834 Spring; and

**WHEREAS**, the City Council desires to enter into an agreement with Rene Lopez (“Exhibit K”), establishing an incentive in an amount not to exceed \$712.36 for the replacement of the driveway at 1836 Spring; and

**WHEREAS**, the City Council desires to enter into an agreement with William & Jill Morgan (“Exhibit L”), establishing an incentive in an amount not to exceed \$300.46 for the replacement of the driveway at 1819 Spring; and

**WHEREAS**, the City Council desires to enter into an agreement with Brent Hardin Hesse (“Exhibit M”), establishing an incentive in an amount not to exceed \$568.40 for the replacement of the driveway at 1816 Gravley; and

**WHEREAS**, upon full review and consideration of the application summaries, and all matters attendant and related thereto, the City Council is of the opinion that the City Manager shall be authorized to execute agreements with the applicants listed in Exhibits A–M on behalf of the City of Carrollton;

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

#### **Section 1**

All of the above premises are found to be true and correct legislative and factual findings of the City Council, and they are hereby approved, ratified and incorporated into the body of this Resolution as if copied in their entirety.

#### **Section 2**

The City Manager is hereby authorized to execute agreements with the property owners identified in the above premises, in accordance with the terms and conditions set forth in Exhibits A, B, C, D, E, F, G, H, I, J, K, L, and M and all other documents in connection

therewith on behalf of the City of Carrollton, substantially according to the terms and conditions set forth in this Resolution, but not to exceed the amounts set forth above.

### **Section 3**

This Resolution shall take effect upon passage.

**DULY PASSED AND APPROVED** by the City Council of the City of Carrollton, Texas this 16<sup>th</sup> day of August, 2016.

CITY OF CARROLLTON, TEXAS

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Matthew Marchant, Mayor

ATTEST:

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Laurie Garber, City Secretary

APPROVED AS TO FORM:

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Meredith A. Ladd  
City Attorney

APPROVED AS TO CONTENT:

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Scott Hudson  
Environmental Services Director

Exhibit A  
2305 Halifax  
Application Summary and Property Description

Homeowner: Yeseica Cruz

Legal Description: CARROLLTON DOWNS 3 BLK 8 LOT 17 INT201300221791  
DD06212013 CO-DC 0115000801700 2CC01150008

Description:

Complete replacement of driveway and expansion of driveway by RKM Utility Services in conjunction with Carrollton Downs Phase 2 NOTICE project.

Estimated Project Value:  
\$5,100.00

Incentive Amount:  
\$565.52

End of Exhibit A

Exhibit B  
1819 Baxley  
Application Summary and Property Description

Homeowner: Darrell Kopaska

Legal Description: SANTA ROSA HEIGHTS BLK E LOT 15 INT200900094251 DD03182009  
CO-DC 0995000501500 2CC09950005

Description:

Complete replacement of driveway and expansion of driveway by Tiseo Paving Company in conjunction with Santa Rosa Heights NOTICE project.

Estimated Project Value:  
\$5,100.00

Incentive Amount:  
\$711.32

End of Exhibit B

Exhibit C  
1817 Gravley  
Application Summary and Property Description

Homeowner: Jean Ford Knight

Legal Description: SANTA ROSA HEIGHTS 3 BLK A LT 16 VOL87150/0799 DD08031987  
CO-DC 1045000101600 2CC10450001

Description:

Complete replacement of driveway by Tiseo Paving Company in conjunction with Santa Rosa Heights NOTICE project.

Estimated Project Value:  
\$5,100.00

Incentive Amount:  
\$829.70

End of Exhibit C



Exhibit D  
1815 Baxley  
Application Summary and Property Description

Homeowner: Lemual Carol Lord

Legal Description: SANTA ROSA HEIGHTS BLK E LOT 17 0995005001700 11409950005

Description:

Complete replacement of driveway by Tiseo Paving Company in conjunction with Santa Rosa Heights NOTICE project.

Project Value:

\$2,000.00

Incentive Amount:

\$296.73

End of Exhibit D

Exhibit E  
1811 Baxley  
Application Summary and Property Description

Homeowner: Jessica M. Ramirez

Legal Description: SANTA ROSA HEIGHTS BLK E LOT 19 INT200900233341 DD08102009  
CO-DC 0995000501900 2CC09950005

Description:

Complete replacement of driveway and expansion of driveway by Tiseo Paving Company in conjunction with Santa Rosa Heights NOTICE project.

Project Value:  
\$3,640.00

Incentive Amount:  
\$252.16

End of Exhibit E

Exhibit F  
1808 Baxley  
Application Summary and Property Description

Homeowner: Charline C. Shehane

Legal Description: SANTA ROSA HEIGHTS BLK G LOT 5 VOL85197 PG1582 CO-DALLAS  
0995000700500 11409950007

Description:

Complete replacement of driveway by Tiseo Paving Company in conjunction with Santa Rosa Heights NOTICE project.

Estimated Project Value:  
\$2,500.00

Incentive Amount:  
\$286.48

End of Exhibit F

Exhibit G  
1822 Baxley  
Application Summary and Property Description

Homeowner: Silvestre Perez

Legal Description: SANTA ROSA HEIGHTS BLK G LOT 12 INT20070413176 DD11082007  
CO-DC 0995000701200 2CC09950007

Description:

Complete replacement of driveway and expansion of driveway by Tiseo Paving Company in conjunction with Santa Rosa Heights NOTICE project.

Estimated Project Value:  
\$5,100.00

Incentive Amount:  
\$818.06

End of Exhibit G

Exhibit H  
1833 Hood St.  
Application Summary and Property Description

Homeowner: Amy Lehman

Legal Description: SANTA ROSA HEIGHTS 3 SEC 2 BLK D LT 18 INT201200332768  
DD11012012 CO-DC 1025000401800 2CC10250004

Description:

Complete replacement of driveway by Tiseo Paving Company in conjunction with Santa Rosa Heights NOTICE project.

Estimated Project Value:  
\$5,100.00

Incentive Amount:  
\$675.38

End of Exhibit H

Exhibit I  
1832 Spring Ave.  
Application Summary and Property Description

Homeowner: Walter Arevalo

Legal Description: SANTA ROSA HEIGHTS 2 BLK I LOT 6 INT200503603568 DD11172005  
CO-DC 1005000900600 2CC10050009

Description:

Complete replacement of driveway and expansion of driveway by Tiseo Paving Company in conjunction with Santa Rosa Heights NOTICE project.

Project Value:  
\$5,100.00

Incentive Amount:  
\$697.65

End of Exhibit I

Exhibit J  
1834 Spring Ave.  
Application Summary and Property Description

Homeowner: Rosa & Marcelino Gutierrez

Legal Description: SANTA ROSA HEIGHTS 2 BLK 1 LT 7 INT201400089138 DD04112014  
CO-DC 1005000900700 2CC10050009

Description:

Complete replacement of driveway and expansion of driveway by Tiseo Paving Company in conjunction with Santa Rosa Heights NOTICE project.

Estimated Project Value:  
\$5,100.00

Incentive Amount:  
\$633.31

End of Exhibit J

Exhibit K  
1836 Spring Ave.  
Application Summary and Property Description

Homeowner: Rene Lopez

Legal Description: SANTA ROSA HEIGHTS 2 BLK I LT 8 VOL97022/1391 DD012197 CO-DALLAS 1005000900800 11410050009

Description:

Complete replacement of driveway and expansion of driveway by Tiseo Paving Company in conjunction with Santa Rosa Heights NOTICE project.

Estimated Project Value:  
\$5,100.00

Incentive Amount:  
\$712.36

End of Exhibit K



Exhibit L  
1819 Spring Ave.  
Application Summary and Property Description

Homeowner: William & Jill Morgan

Legal Description: SANTA ROSA HEIGHTS BLK G LOT 14 0995000701400 11409950007

Description:

Complete replacement of driveway by Tiseo Paving Company in conjunction with Santa Rosa Heights NOTICE project.

Estimated Project Value:  
\$2,500.00

Incentive Amount:  
\$300.46

End of Exhibit L

Exhibit M  
1816 Gravley Dr.  
Application Summary and Property Description

Homeowner: Brent Hardin Hesse

Legal Description: SANTA ROSA HEIGHTS 3 SEC 3 BLK C LOT 5 1035000300500  
11410350003

Description:

Complete replacement of driveway by Tiseo Paving Company in conjunction with Santa Rosa Heights NOTICE project.

Estimated Project Value:  
\$5,100.00

Incentive Amount:  
\$568.40

End of Exhibit M



# City of Carrollton

## Agenda Memo

File Number: 2787

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**Agenda Date:** 8/16/2016

**Version:** 1

**Status:** Consent Agenda

**In Control:** City Council

**File Type:** Resolution

**Agenda Number:** \*20.

**CC MEETING:** August 16, 2016

**DATE:** August 10, 2016

**TO:** Leonard Martin, City Manager

**FROM:** Chrystal Davis, Director of Workforce Services

Consider A Resolution Authorizing The City Manager To Negotiate And Execute A Professional Services Agreement With An Executive Search Firm For A City Manager Search.

### **BACKGROUND:**

On August 2, 2016, Leonard Martin announced his retirement effective January 2017. Three executive search firms were asked to provide proposals for consideration. Each firm provided a proposal with a recruitment timeline that fit within the five month notice period and all three firms offered a warranty on their search. Following interviews conducted in the August 16 worksession and based on recommendations from Council, the attached resolution authorizes the City Manager to negotiate and execute a professional services agreement with the agreed upon executive search firm.

### **FINANCIAL IMPLICATIONS:**

Colin Baenziger & Associates

- \$24,500
- 2 year warranty
- 14 week recruitment (Aug 22 - Nov 21)
- City Mgr - Palm Bay, FL 105,000 population
- City Mgr - Gainesville, FL 117,000 population
- City Mgr - Miramar, FL 122,000 population
- City Mgr - Bellevue, WA 132,000 population
- City Mgr - Cape Coral, FL 154,300 population
- Many other clients larger and smaller

JD Gray Group LLC

- \$25,000

- 1 year warranty
- 19 week recruitment (Aug 22 - Dec 30)
- City Mgr - Hutto, TX 21,170 population
- City Mgr - Gun Barrel City, TX 5,956 population
- City Mgr - Sidney, NE 6,757 population
- City Mgr - Oak Point, TX 3,178 population

Strategic Government Resources (SGR)

- \$24,600
- 2 year warranty
- 15 week recruitment (Aug 22-Nov. 28)
- City Mgr - Davenport, IA 101,000 population
- City Mgr - Killeen, TX 119,000 population
- City Mgr - Abilene, TX 118,000 population
- City Mgr - Tyler, TX 98,800 population
- City Mgr - Missouri City, TX 74,500 population
- Many other clients larger and smaller

**STAFF RECOMMENDATION/ACTION DESIRED:**

Staff recommends adoption of the attached resolution authorizing the City Manager to negotiate a professional services agreement with the agreed upon executive search firm.

**ATTACHMENTS:**

Resolution

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARROLLTON, TEXAS, AUTHORIZING THE CITY MANAGER TO TAKE ALL NECESSARY ACTION TO NEGOTIATE AND EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH AN EXECUTIVE SEARCH FIRM FOR A CITY MANAGER SEARCH, AND PROVIDING AN EFFECTIVE DATE.**

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

**SECTION 1**

The City Manager is hereby authorized to negotiate and execute a professional services agreement with \_\_\_\_\_, the Council agreed upon executive search firm to conduct a City Manager search.

**SECTION 2**

The City Manager is authorized to take those steps reasonable and necessary to comply with the intent of this Resolution.

**SECTION 3**

This Resolution shall take effect on August 16, 2016.

**DULY PASSED AND APPROVED** by the City Council of the City of Carrollton, Texas this \_\_\_\_\_ day of August, 2016.

\_\_\_\_\_  
Matthew Marchant, Mayor

**ATTEST:**

\_\_\_\_\_  
Laurie Garber, City Secretary

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Meredith A. Ladd, City Attorney

**APPROVED AS TO CONTENT:**

\_\_\_\_\_  
Chrystal Davis,  
Workforce Services Director





# City of Carrollton

## Agenda Memo

File Number: 2768

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**Agenda Date:** 8/16/2016

**Version:** 1

**Status:** Consent Agenda

**In Control:** City Council

**File Type:** Resolution

**Agenda Number:** \*21.

**CC MEETING:** August 16, 2016

**DATE:** August 4, 2016

**TO:** Leonard Martin, City Manager

**FROM:** Laurie Garber, City Secretary/Admin. Services Manager

Consider A **Resolution Appointing Members To The Traffic Advisory Committee.**

### **BACKGROUND:**

The purpose of this item is to pass a resolution appointing two members to the Traffic Advisory Committee in order to fill two seats that are currently vacant.

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF CITY OF CARROLLTON, TEXAS,  
APPOINTING TWO MEMBERS TO SERVE ON THE TRAFFIC ADVISORY  
COMMITTEE; AND PROVIDING AN EFFECTIVE DATE.**

**BE IT RESOLVED BY THE COUNCIL OF THE CITY OF CARROLLTON, TEXAS,  
THAT:**

**SECTION 1**

The following is appointed to serve on the Traffic Advisory Committee at the pleasure of the City Council for the term specified or from the date of their qualification to serve until their successor is appointed and qualified to serve.

\_\_\_\_\_ August 31, 2018

\_\_\_\_\_ August 31, 2018

**SECTION 2**

This resolution shall take effect immediately from and after its passage.

**DULY PASSED AND APPROVED** by the City Council of the City of Carrollton, Texas  
this 16th day of August, 2016

**CITY OF CARROLLTON, TEXAS**

\_\_\_\_\_  
Matthew Marchant, Mayor

**ATTEST:**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Laurie Garber, City Secretary

\_\_\_\_\_  
Meredith A. Ladd, City Attorney





# City of Carrollton

## Agenda Memo

File Number: 2765

**Agenda Date:** 8/16/2016

**Version:** 1

**Status:** Public  
Hearing/Individual  
Consideration

**In Control:** City Council

**File Type:** Resolution

**Agenda Number:** 22.

**CC MEETING:** August 16, 2016

**DATE:** August 3, 2016

**TO:** Leonard Martin, City Manager

**FROM:** Loren Shapiro, Chief Planner

Hold A Second Public Hearing To Consider An **Ordinance Annexing 1.3 Acres Of Land Located On The South Side Of Parker Road/FM 544 West Of The Burlington Northern Santa Fe Railroad And Southern Half Of Culpepper Road, East Of Dozier Road. Case No. 07-16MD1 Villas At Parker, Phase 1.**

### **BACKGROUND:**

This is the second of two public hearings. The first public hearing was held on July 2, 2016. The proposed date for final approval of the annexation ordinance is September 6, 2016.

The request is being submitted by Taylor Duncan Interests, who is proposing development of the Villas at Parker, Phase 1, which is a 100-lot single-family detached subdivision at the southeast corner of Parker Road and Dozier Road. One common area tract is designated as an open space area along the south side of Parker Road, but is outside of the Carrollton city limits. The southern half of Culpepper Road is also outside the city limits and needs to be annexed, as it provides a second point of access into the proposed subdivision.

On May 3, 2016 City Council adopted an ordinance rezoning 14.6 acres, in the city limits, at the southeast corner of Parker Road and Dozier Road for the Villas at Parker, Phase 1 single-family subdivision.

On June 7, 2016 City Council received a presentation from staff during the worksession on this proposed project and directed staff to proceed with the development of an annexation schedule.

On July 12, 2016 the City Council approved a resolution directing the development of a service plan (Resolution No. 3939) and set public hearing dates and directed publication of said annexation.

An accompanying but separate application for the Villas at Parker, Phase 2 project is also on the agenda for its second public hearing.

**STAFF RECOMMENDATION/ACTION DESIRED:**

Staff recommends that City Council hold the second required public hearing. No action can be taken on the ordinance until September 6, 2016.

## **RESULT SHEET**

**Case No./Name: 07-16MD1 Villas at Parker, Phase 1 Annexation**

- A. CC RESOLUTION** authorizing staff to prepare a Service Plan and setting dates for public hearings: 07/12/16  
Result: **APPROVED** /Vote: 5-0
- B. FIRST CC PUBLIC HEARING & INTRODUCTION OF ORDINANCE:** 08/02/16  
Result: No action /Vote: No action
- C. SECOND CC PUBLIC HEARING:** 08/16/16  
Result: /Vote:
- D. ANNEXATION ORDINANCE APPROVAL:** 09/06/16  
Result: /Vote:



(SF-5/12)

(SF-TH-PH)

Longwood

PD 177

Steinbeck

Carrollton

The Colony

Hebron

Parker

Parker

Plano

Dozier

PD 179 (SF-5/12, SF-PH)

Villas at Parker, Phase 1

(CC)

(CC)

Carrollton

(LR-2)

PD 175

(LR-2)

Plano

(SF-10/18), (SF-7/16), (SF-5/12)

PD 171

(SF-10/18)

Warmi

Golden Mew



Subject Properties

PLANNING DEPARTMENT  
City of Carrollton  
Date: \_\_\_\_\_

DEVELOPMENT NAME:  
Villas at Parker, Phase 1

ORDINANCE NO. \_\_\_\_\_

ORDINANCE NUMBER \_\_\_\_\_ OF THE CITY OF CARROLLTON, TEXAS ANNEXING TWO TRACTS OF APPROXIMATELY 1.3 ACRES OF LAND LOCATED ON THE SOUTH SIDE OF PARKER ROAD WEST OF THE BURLINGTON NORTHERN SANTA FE RAILROAD AND SOUTHERN HALF OF CULPEPPER ROAD, EAST OF DOZIER ROAD; HEREINAFTER DESCRIBED TO THE CITY OF CARROLLTON, TEXAS; EXTENDING THE BOUNDARY LIMITS OF SAID CITY SO AS TO INCLUDE THE HEREINAFTER DESCRIBED PROPERTY WITHIN SAID CITY LIMITS, AND GRANTING TO ALL INHABITANTS AND OWNERS OF SAID PROPERTY ALL THE RIGHTS AND PRIVILEGES OF OTHER CITIZENS AND BINDING SAID INHABITANTS BY ALL THE ACTS, ORDINANCES, RESOLUTIONS, AND REGULATIONS OF THE CITY; PROVIDING A SEVERABILITY CLAUSE AND AN EFFECTIVE DATE ON AND AFTER ADOPTION AND PUBLICATION.

WHEREAS, the charter of the City of Carrollton, Texas authorizes the annexation of territory subject to the laws of the state;

WHEREAS, a certain two tracts of land of approximately 1.3-acres, herein after described on Exhibit A, which is attached hereto and incorporated herein, lies within the extraterritorial jurisdiction of the City of Carrollton and is contiguous to the present city limits of the City of Carrollton;

WHEREAS, after development and presentation of a service plan for said territory and after holding public hearings and fulfilling all other requirements under the provisions of Chapter 43 of the TEX. LOCAL GOVT. CODE;

WHEREAS, the procedures prescribed by the charter and the state laws have been duly followed with respect to the said tract; and

WHEREAS, the members of the Council of the City of Carrollton have concluded that said area should be made a part of the City of Carrollton, Texas;

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

Section 1.

The territory described in Exhibit A and generally depicted in Exhibit B, attached hereto and incorporated herein, is hereby annexed to the City of Carrollton, Texas, and the boundary limits of the City of Carrollton be and the same are hereby extended to include above described territory within the city limits, and the same shall hereafter be included within the territorial limits of said city, and the inhabitants and owners of property hereafter shall be entitled to all rights and privileges of other citizens of the city and shall be bound by all acts, ordinances, resolutions and regulations of the city.

Section 2.

The City Secretary is hereby directed to file with the County Clerk of Denton County, Texas a certified copy of this ordinance.

Section 3.

The approved service plan is attached hereto as Exhibit C and is approved as part hereof.

Section 4.

The terms and provisions of this ordinance are severable and are governed by Section 10.07 of the Code of Ordinances, City of Carrollton, Texas.

Section 5.

This ordinance shall be effective from and after its adoption and publication.

PASSED AND APPROVED this the Sixth day of September, 2016.

CITY OF CARROLLTON

By: \_\_\_\_\_  
Matthew Marchant, Mayor

ATTEST:

\_\_\_\_\_  
Laurie Garber  
City Secretary

APPROVED AS TO FORM:

APPROVED AS TO CONTENT:

\_\_\_\_\_  
Susan Keller  
Assistant City Attorney

\_\_\_\_\_  
Loren Shapiro, AICP  
Chief Planer

## EXHIBIT A

### TRACT 1

BEING a 0.852 acre tract of land situated in the Samuel H. Brown Survey, Abstract No. 111, Denton County, Texas, and being all of a called 0.851 acre ("Tract 2") of land in the Town of Hebron, conveyed by a Special Warranty Deed with Vendor's Lien to KELSPAR, LLC, recorded as Document No. 2013-77373, in the Deed Records of Denton County, Texas (DRDCT), and being more particularly described as follows (Bearings are based on State Plane Coordinates using City of Carrollton Monuments COC-8 and COC-12):

BEGINNING at a 5/8" iron rod with a cap stamped, "SURVCON" found for corner at the intersection of the northeast right-of-way line of Dozier Road (80' right-of-way) with the south right-of-way line of Parker Road (variable width right-of-way) and being the southwest corner of a right-of-way dedication for Parker Road, as described in an Affidavit recorded in Volume 4927, Page 1469 (DRDCT), and the northwest corner of said 0.851 acre tract;

THENCE along the south right-of-way line of said Parker Road and the north line of said 0.851 acre tract as follows:

North 89°15'46" East, a distance of 351.50 feet to a 5/8" iron rod with a cap stamped, "SURVCON" found for corner at an interior "ell" corner of said 0.851 acre tract;

North 00°40'24" West, a distance of 4.45 feet to a point for corner at an exterior "ell" corner of said 0.851 acre tract, from which a 5/8" iron rod with a cap stamped, "SURVCON," found for reference bears North 4r47'31" West, a distance of 0.17 feet, said point for corner being in a non-tangent curve to the left, having a radius of 1,110.00 feet and a chord which bears North 79°06'51" East, a distance of 391.70 feet;

Along said curve to the left, through a central angle of 20°19'30", an arc distance of 393.76 feet to a 5/8" iron rod with a cap stamped, "SURVCON," found for the end of said curve to the left and the beginning of a reverse curve to the right, having a radius of 990.00 feet and a chord which bears North 70°50'32" East, a distance of 65.33 feet;

Along said curve to the right, through a central angle of 03°46'54", an arc distance of 65.34 feet to a 1/2" iron rod found for the end of said curve;

North 80°52'26" East, a distance of 158.53 feet to a 5/8" iron rod with a cap stamped, "SURVCON," found for corner at the northeast corner of said 0.851 acre tract and being an interior "ell" corner of said Parker Road right-of-way dedication;

THENCE South 00°45'16" East along the east line of said 0.851 acre tract and a west line of said Parker Road right-of-way dedication, a distance of 122.39 feet to a 5/8" iron rod with a cap stamped, "SURVCON," found for the southeast corner of said 0.851 acre tract and being in the north line of a 9.725 acre ("Tract 1") conveyed by a Special Warranty Deed With Vendor's Lien to KELSPAR, LLC, recorded as Document No. 2013-77373, in the Deed Records of Denton County, Texas (DRDCT), same being an exterior "ell" corner of said Parker Road right-of-way dedication;

THENCE South 89°16'11" West along the common line of said 9.725 acre and 0.851 acre tracts, a distance of 952.16 feet to a 5/8" iron rod with a cap stamped, "SURVCON," found for corner at the common west corner thereof and being in a curve to the left, having a radius of 421.97 feet and a chord which bears North 3T'33'18" West, a distance of 6.29 feet;

THENCE along said curve to the left, through a central angle of 00°51'13", an arc distance of 6.29 feet to the PLACE OF BEGINNING and Containing 0.852 acres, or 37,116 square feet, of land.



## EXHIBIT A

### TRACT 2

BEING a 15,925 square foot (0.366 acre) tract of land situated in the A. Dyer Survey, Abstract No. 360, Town of Hebron, Denton County, Texas, and being part of a called 3.820 acre tract of land conveyed to Peruna Acquisition, LLC, recorded as Document No. 2011-116441 of the Official Public Records, Denton County, Texas (OPRDCT), and being more particularly described as follows (Bearings are based on State Plane Coordinates using City of Carrollton Monuments COC-8 and COC-12):

BEGINNING at a 1/2" iron rod found for corner at the northwest corner of said 3.820 acre tract and being the southwest corner of a called 4.8636 acre tract of land conveyed to WJ Family, LP, recorded as Document No. 2010-3352 (OPRDCT), and being in the northeast right-of-way line of Dozier Road (80' right-of-way) and being near the center of Culpepper Road (a partially asphalted surface);

THENCE North  $89^{\circ}36'13''$  East near the center of said Culpepper Road and along the common line of last mentioned tracts, a distance of 457.92 feet to a 1/2" iron rod found for corner at the common east corner thereof and being in the northwest right-of-way line of Burlington Northern & Santa Fe (BNSF) Railway right-of-way { 100' right-of-way), said point also being in a non-tangent curve to the right, having a radius of 5,679.58 feet and a chord which bears South  $10^{\circ}30'03''$  West, a distance of 36.15 feet;

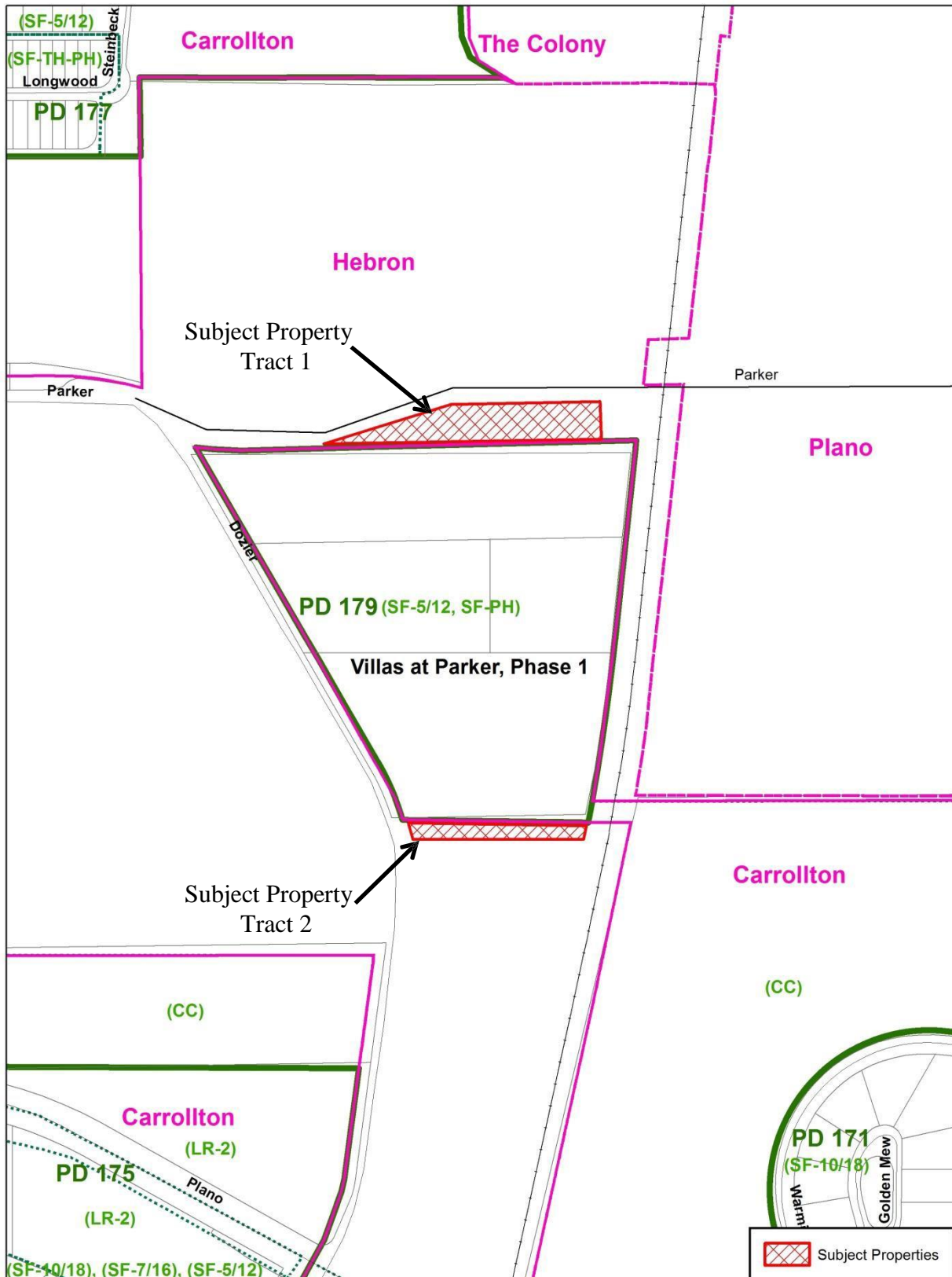
THENCE along said curve to the right and said BNSF Railway right-of-way, through a central angle of  $00^{\circ}21'53''$ , an arc distance of 36.15 feet to a point for corner at the end of said curve;

THENCE South  $89^{\circ}36'13''$  West, along a line that is 35.50 feet south of and parallel to the north line of said 3.820 acre tract, a distance of 439.60 feet to a point for corner in the east right-of-way line of said Dozier Road, said point being in a non-tangent curve to the left, having a radius of 613.00 feet and a chord which bears North  $18^{\circ}19'20''$  West, a distance of 37.31 feet;

THENCE along said curve to the left and said Dozier Road, through a central angle of  $03^{\circ}29'17''$ , an arc distance of 37.32 feet to the PLACE OF BEGINNING and Containing 15,925 square feet, or 0.366 acres, of land.

## EXHIBIT B

### Location



## **EXHIBIT C**

### **MUNICIPAL SERVICE PLAN**

#### **FIRE AND POLICE**

*Existing Services:* None

*Services to be Provided:* Fire suppression will be available to the area upon annexation. Primary fire response will be provided by Fire Station No. 7, located at 4750 N. Josey Lane and secondary response by Fire Station No. 4, located at 2155 E. Rosemeade Parkway. Adequate fire suppression activities can be afforded to the annexed area within current budget appropriation. Fire prevention activities will be provided by the Fire Marshal's office as needed.

Currently, the area is under the jurisdiction of the Denton County Sheriff's Office. However, upon annexation, the City of Carrollton Police Department will extend regular and routine patrols to the area. It is anticipated that the implementation of police patrol activities can be effectively accommodated within the current budget and staff appropriation.

#### **BUILDING INSPECTION**

*Existing Services:* None

*Services to be Provided:* The Building Inspection Department will provide Code Enforcement Services upon annexation. This includes issuing building, electrical and plumbing permits for any new construction and remodeling, and enforcing all other applicable codes which regulate building construction within the City of Carrollton.

#### **PLANNING AND ZONING**

*Existing Services:* None

*Services to be Provided:* The Planning Department's responsibility for regulating development and land use through the administration of the City of Carrollton's Comprehensive Zoning Ordinance will extend to this area on the effective date of the annexation. The property will also continue to be regulated under the requirements of the City of Carrollton's Comprehensive Subdivision Ordinance. These services can be provided within the department's current budget.

#### **LIBRARY**

*Existing Services:* None

*Services to be Provided:* Upon the effective date of annexation, free library use privileges will be available to anyone residing in this area. These privileges can be provided within the current budget appropriation.

## **ENVIRONMENTAL CODE ENFORCEMENT**

*Existing Services:* None

*Services to be Provided:* The Environmental Services Department will implement the enforcement of the City's environmental ordinances and regulations on the effective date of the annexation. Such services can be provided with current Environmental Services Personnel and within the current budget appropriation. In addition, animal control services will be provided to the area as needed.

## **STORM WATER MANAGEMENT**

*Existing Services:* None

*Services to be Provided:* Developers will provide storm water drainage at their own expense and will be inspected by the City Engineers at time of completion. The City will then maintain the drainage upon approval.

## **WATER AND SANITARY SEWER SERVICE**

*Existing Services:* Yes

*Services to be Provided:* Water service to the area will be provided in accordance with the applicable codes and departmental policy. When other property develops in the adjacent area, water service shall be provided in accordance with extension ordinances. Extension of service shall comply with City codes and ordinances.

Sanitary sewer service to the area of proposed annexation will be provided in accordance with applicable codes, Carrollton General Design Standard (GDS) and departmental policy. When property develops in the adjacent areas, sanitary sewer service shall be provided in accordance with the present extension ordinance. Extension of service shall comply with applicable codes and ordinances.

## **SOLID WASTE SERVICES**

*Existing Services:* None

*Services to be Provided:* Solid Waste Collection shall be provided to the area of annexation in accordance with the present ordinance. Service shall comply with existing City policies, beginning with occupancy of structures.

## **MISCELLANEOUS**

All other applicable municipal services will be provided to the area in accordance with the City of Carrollton's established policies governing extension of municipal services to newly annexed areas.



# City of Carrollton

## Agenda Memo

File Number: 2766

**Agenda Date:** 8/16/2016

**Version:** 1

**Status:** Public  
Hearing/Individual  
Consideration

**In Control:** City Council

**File Type:** Public Hearing

**Agenda Number:** 23.

**CC MEETING:** August 16, 2016

**DATE:** August 3, 2016

**TO:** Leonard Martin, City Manager

**FROM:** Loren Shapiro, Chief Planner

Hold A Second Public Hearing To Consider An Ordinance Annexing Three Tracts Of Land Totalling Approximately 35.6 Acres Located Along The South Side Of Parker Road/FM 544 Approximately 1,100 Feet East Of Plano Parkway And Near The Intersection Of Dozier Road. Case No. 07-16MD3 Villas At Parker, Phase 2.

### **BACKGROUND:**

This is the second of two public hearings. The first public hearing was held on August 2, 2016. The proposed date for final approval of the annexation ordinance is September 6, 2016.

The approximately 35.6 acres of land, consisting of 3 tracts, are located along the south side of Parker Road, approximately 1,100 feet east of Plano Parkway and near the intersection of Dozier Road.

On June 7, 2016 City Council received a presentation from staff during the worksession on this proposed project and directed staff to proceed with the development of an annexation schedule.

On July 26, 2016 the City Council approved a resolution directing the development of a service plan (Resolution No. 3942) and set public hearing dates and directed publication of said annexation.

An accompanying but separate application for the Villas at Parker, Phase 1 is also on the agenda for its second public hearing.

### **STAFF RECOMMENDATION/ACTION DESIRED:**

Staff recommends that City Council hold the second required public hearing. No action can be taken on the ordinance until September 6, 2016.

## **RESULT SHEET**

**Case No./Name: 07-16MD3 Villas at Parker, Phase 2**

**A. STAFF STIPULATIONS AND RECOMMENDATIONS**

Staff recommends **APPROVAL** of the attached Resolution which instructs staff to prepare the Service Plan.

**B. CC RESOLUTION** directing staff to prepare a Service Plan from CC meeting: 07/26/2016

Result: **APPROVED**/Vote: 7-0

**C. FIRST CC PUBLIC HEARING: 08/02/2016**

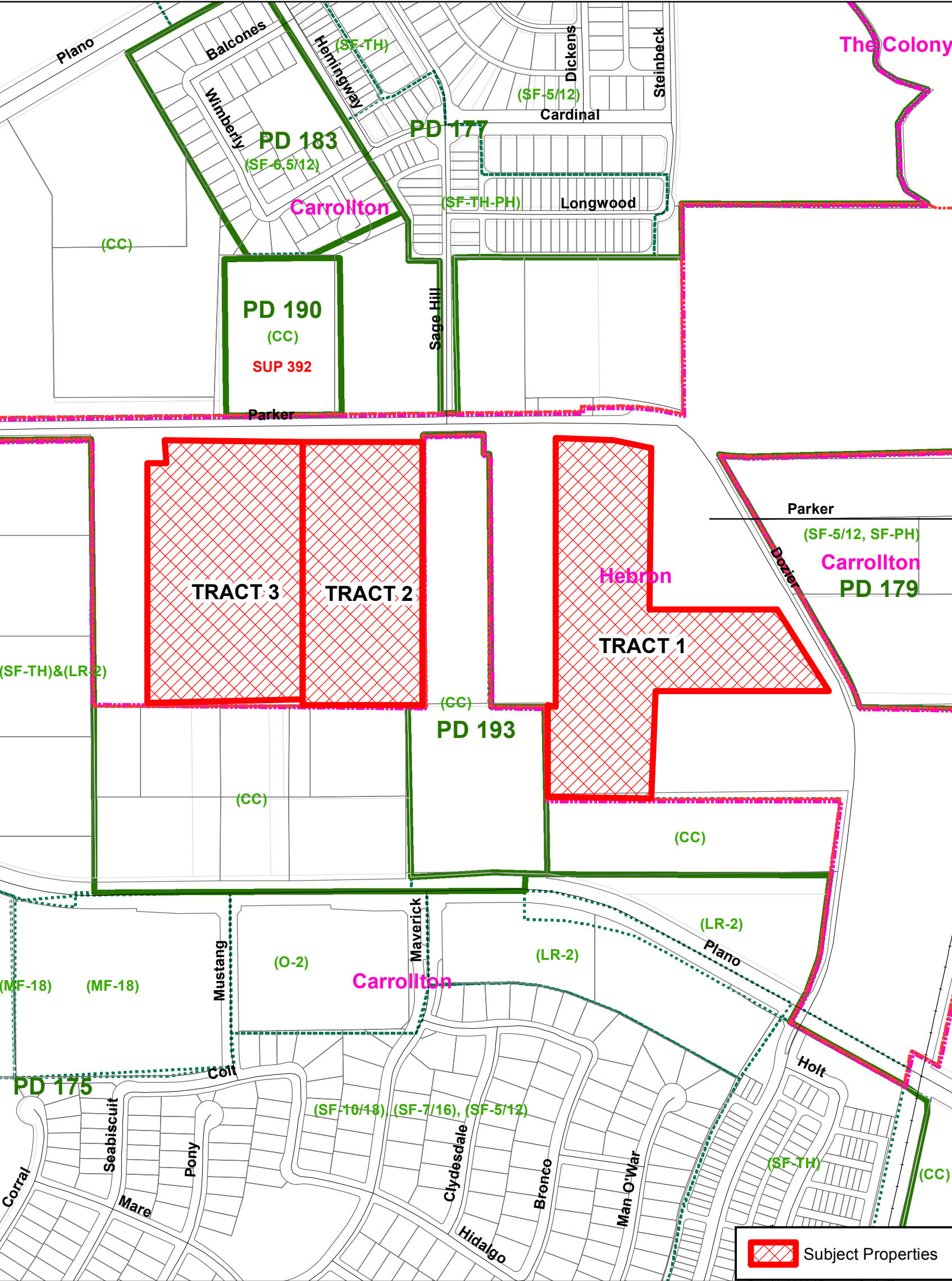
Result: No Action /Vote: No Action

**D. SECOND CC PUBLIC HEARING: 08/16/2016**

Result: /Vote:

**E. ANNEXATION ORDINANCE APPROVAL: 09/06/2016**

Result: /Vote:



Subject Properties

PLANNING DEPARTMENT  
City of Carrollton  
Date: \_\_\_\_\_

DEVELOPMENT NAME:  
Villas at Parker, Phase 2

ORDINANCE NO. \_\_\_\_\_

ORDINANCE NUMBER \_\_\_\_\_ OF THE CITY OF CARROLLTON, TEXAS ANNEXING THREE TRACTS OF LAND TOTALING APPROXIMATELY 35.6 ACRES OF LAND LOCATED ALONG THE SOUTH SIDE OF PARKER ROAD (FM 544) APPROXIMATELY 1,100 FEET EAST OF PLANO PARKWAY AND NEAR THE INTERSECTION OF DOZIER ROAD; HEREINAFTER DESCRIBED TO THE CITY OF CARROLLTON, TEXAS; EXTENDING THE BOUNDARY LIMITS OF SAID CITY SO AS TO INCLUDE THE HEREINAFTER DESCRIBED PROPERTY WITHIN SAID CITY LIMITS, AND GRANTING TO ALL INHABITANTS AND OWNERS OF SAID PROPERTY ALL THE RIGHTS AND PRIVILEGES OF OTHER CITIZENS AND BINDING SAID INHABITANTS BY ALL THE ACTS, ORDINANCES, RESOLUTIONS, AND REGULATIONS OF THE CITY; PROVIDING A SEVERABILITY CLAUSE AND AN EFFECTIVE DATE ON AND AFTER ADOPTION AND PUBLICATION.

WHEREAS, the charter of the City of Carrollton, Texas authorizes the annexation of territory subject to the laws of the state;

WHEREAS, a certain three tracts of land of approximately 35.6-acres, herein after described on Exhibit A, which is attached hereto and incorporated herein, lies within the extraterritorial jurisdiction of the City of Carrollton and is contiguous to the present city limits of the City of Carrollton;

WHEREAS, after development and presentation of a service plan for said territory and after holding public hearings and fulfilling all other requirements under the provisions of Chapter 43 of the TEX. LOCAL GOVT. CODE;

WHEREAS, the procedures prescribed by the charter and the state laws have been duly followed with respect to the said tract; and

WHEREAS, the members of the Council of the City of Carrollton have concluded that said area should be made a part of the City of Carrollton, Texas;

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



Section 1.

The territory described in Exhibit A and generally depicted in Exhibit B, attached hereto and incorporated herein, is hereby annexed to the City of Carrollton, Texas, and the boundary limits of the City of Carrollton be and the same are hereby extended to include above described territory within the city limits, and the same shall hereafter be included within the territorial limits of said city, and the inhabitants and owners of property hereafter shall be entitled to all rights and privileges of other citizens of the city and shall be bound by all acts, ordinances, resolutions and regulations of the city.

Section 2.

The City Secretary is hereby directed to file with the County Clerk of Denton County, Texas a certified copy of this ordinance.

Section 3.

The approved service plan is attached hereto as Exhibit C and is approved as part hereof.

Section 4.

The terms and provisions of this ordinance are severable and are governed by Section 10.07 of the Code of Ordinances, City of Carrollton, Texas.

Section 5.

This ordinance shall be effective from and after its adoption and publication.

PASSED AND APPROVED this the Sixth day of September, 2016.

CITY OF CARROLLTON

By: \_\_\_\_\_  
Matthew Marchant, Mayor

ATTEST:

\_\_\_\_\_  
Laurie Garber  
City Secretary

APPROVED AS TO FORM:

APPROVED AS TO CONTENT:

\_\_\_\_\_  
Susan Keller  
Assistant City Attorney

\_\_\_\_\_  
Loren Shapiro, AICP  
Chief Planer

## EXHIBIT A

### TRACT 1

#### LEGAL DESCRIPTION:

BEING a 596,473 square foot (13.693 acre) tract of land situated in the Samuel B. Evans Survey, Abstract No. 397 and the Samuel H. Brown Survey, Abstract No. 111, Denton County, Texas, and being all of "Tract 1" and "Tract 2", and part of "Tract 3", "Tract 4", and "Tract 5", as conveyed to Janice Dianne Culpepper, Shirley Dean Shearin, Sherry Jean Luman, and William Stanley Dozier, Jr., by deed recorded AS Document No. 2004-7392 of the Official Public Records of Denton County, Texas (OPRDCT), and also being part of a called 10.00 acre tract of land described in a deed to Diane Dozier Culpepper, recorded in Volume 545, Page 478, Deed Records, Denton County, Texas (DRDCT) and being more particularly described as follows (Bearings are based on State Plane Coordinates using City of Carrollton Monuments COC-8 and COC-12):

BEGINNING at a 5/8" iron rod with a yellow cap stamped "RPLS 3963" set in the south right-of-way line of Parker Road (a variable width right-of-way) at the northwest corner of said Tract 5 common to the northeast corner of a 4.994 acre tract of land conveyed to Turrentine Holdings, Inc. by deed recorded as Document No. 2004-9946 (OPRDCT), from which a 1/2" iron rod found for reference, bears North 59°14'29" East, a distance of 1.54 feet;

THENCE North 89°22'31" East, along the south right-of-way line of said Parker Road and the north line of said Tract 5, a distance of 174.03 feet to a point for corner at the beginning of a non-tangent curve to the right having a radius of 1115.59 feet and a chord which bears South 83°21'34" East, a distance of

104.80 feet, from which a 5/8" iron rod found for reference, bears South 73°14'15" East, a distance of

0.36 feet, said corner being the most western corner of various right-of-way parcels deeded to the County of Denton and designated as parcels 8-10;

THENCE in an easterly direction along the right-of-way as established by said parcels as

follows: Easterly along said curve to the right, through a central angle of 05°23'03",

an arc distance of

104.84 feet to a 5/8" iron rod with a yellow cap stamped "RPLS 3963" set at the end of said

curve and the beginning of a non-tangent curve to the right, having a radius of 950.00 feet and a chord which bears South 79°18'46" East a distance of 49.68 feet;

Southeasterly along said curve to the right, through a central angle of  $02^{\circ}59'48''$ , an arc distance of 49.69 feet to a 5/8" iron rod with a yellow cap stamped "RPLS 3963" set in the east line of said Tract 3 and the west line of a called 1.97 acre tract of land conveyed to Turrentine Holdings, Inc., recorded as Document no. 2014-51245 (OPRDCT);

THENCE South  $00^{\circ}26'56''$  East, along the common line of last mentioned tracts, a distance of 608.62 feet to a 5/8" iron rod with a yellow cap stamped "RPLS 3963" set at a common corner thereof;

THENCE North  $88^{\circ}41'29''$  East, along the south line of said 1.97 acre tract and a tract of land conveyed to Turrentine Holdings, Inc. by deed recorded in Volume 3119, Page 587, Deed Records of Denton County, Texas (DRDCT) and the north lines of said Tracts 1 and 2 and through the remainder of said Tract 4, a distance of 476.10 feet to a point for corner at the southeast corner of said Turrentine Holdings tract and being in the west right-of-way line of Dozier Road (80' right-of-way), said point also being in the east line of said Tract 4 from which a 1/2" iron rod found for reference, bears South  $88^{\circ}41'29''$  West, a distance of 0.39 feet;

THENCE South  $30^{\circ}06'43''$  East, along the common line of last mentioned tract and right-of-way, a distance of 291.91 feet to a 5/8" iron rod with a yellow cap stamped "RPLS 3963" set at the beginning of a non-tangent curve to the right, having a radius of 533.00 feet and a chord which bears South  $26^{\circ}29'34''$  East a distance of 65.98 feet;

THENCE Southeasterly along said curve to the right, through a central angle of  $07^{\circ}05'50''$ , an arc distance of 66.02 feet to a 5/8" iron rod with a yellow cap stamped "RPLS 3963" set at the southeast corner of said Tract 4, common to the northeast corner of a called 10.00 acre tract conveyed to Diane Dozier Culpepper by deed recorded in Volume 545, Page 478 (DRDCT);

THENCE South  $89^{\circ}21'07''$  West, along the north line of said 10.00 acre tract and the south lines of said Tracts 4, 2, and 1, respectively, a distance of 649.49 feet to a 5/8" iron rod with a yellow cap stamped "RPLS 3963" set for corner;

THENCE South  $00^{\circ}26'56''$  East, a distance of 328.84 feet to a 5/8" iron rod with a yellow cap stamped "RPLS 3963" set for corner in the south line of said 10.00 acre tract common to the north line of a tract of land described in a deed to Billingsley Pin Oak Partners, Ltd, (BPOP) recorded as Document No. 2013- 43151 (DRDCT);

THENCE South  $89^{\circ}22'04''$  West, along the south line of said 10.00 acre tract and a north line of said BPOP tract a distance of 358.03 feet to a point for corner in the east line of Lot 1 Block A of Austin Ranch Commercial Addition recorded as Document No. 2014-254 (OPRDCT), from which A 5/8" iron rod found for reference bears South  $89^{\circ}22'04''$  West a distance of 0.64 feet;

THENCE North 00°44'10" West, partly along the east line of said Lot 1, a distance of 328.74 feet to a point for corner in the north line of said 10 acre tract common to the south line of a 1.003 acre tract conveyed to J.C. Partnership Holdings Inc. by deed recorded as Document No. 2004-89272 (OPRDCT), from which A 1/2" iron rod with cap stamped "RLG" found for reference bears South 01°16 '03" West a distance of 4.34 feet;

THENCE North 89°21'07" East, along the common line of last mentioned tracts, a distance of 39.11 feet to a 5/8" iron rod with a yellow cap stamped "RPLS 3963", set for corner at the southeast corner of said 1.003 acre tract and the southwest corner of said Tract 5;

THENCE North 00°49'35" West, along the west line of said Tract 5 and the east lines of said 1.003 acre tract and tracts described in deeds recorded as document numbers 2006-10043, 2010-38383, and said 2004-9946 (DRDCT), respectively, a distance of 939.81 feet to the PLACE OF BEGINNING and Containing 596,473 square feet, or 13.693 acres of land.

DRAFT

## EXHIBIT A

### Tract 2

#### LEGAL DESCRIPTION:

BEING a 433,829 square foot (9.959 acres) of land situated in the S.B. Evans Survey, Abstract No. 397, Denton County, Texas, and being all of a called 2.627 acre tract of land conveyed to Jimmy Lee Fox recorded in Volume 1018, Page 515 in Deed Records of Denton County, Texas (DRDCT), and all of a called 2.363 acre tract of land conveyed to Jimmie Lee Fox, by deed recorded in Volume 874, Page 807 (DRDCT), and all of a called 5 acre tract of land conveyed to William S. Dozier and wife Candiasie Dozier recorded in Volume 819, Page 504 (DRDCT), and being more particularly described as follows (Bearings are based on State Plane Coordinates using City of Carrollton Monuments COC-8 and COC-12):

BEGINNING at a point in the south right-of-way line of Parker Road (a 126 ft. right-of-way) at the northwest corner of said 2.627 acre tract, said point also being the northeast corner of a called 8.488 acre tract of land (Tract 2) conveyed to GHB Land, Ltd. recorded as Document No. 2016-6441 (DRDCT), from which a 1/2" iron rod found for reference, bears South 03°55'15" West, a distance of 0.56 feet;

THENCE North 89°22'31" East, along the south right-of-way line of said Parker Road and the north line of said 2.627 acre tract, at a distance of 230.45 passing the northeast corner thereof, common to the northwest corner said 5 acre tract, and continuing for a total distance 460.90 feet to a point for corner at the northeast corner thereof, said point also being the northwest corner of Austin Ranch Commercial, Part 2, an addition to the City of Carrollton, recorded as Document No. 2014-526, Plat Records of Denton County, Texas (PRDCT), from which a 1/2" iron rod found for reference, bears North 64°40'13" East, a distance of 1.09 feet;

THENCE South 00°42'44" East, along the common line of last mentioned tracts, a distance of 939.99 feet to a 1/2" iron rod found for the common south corner thereof, said corner being in the north line of a tract of land described in a deed to Billingsley Pin Oak Partners, Ltd, (BPOP) recorded as Document No. 2013-43151 (OPRDCT) from which a 1/2" iron rod found for reference, bears North 37°59'19" East, a distance of 0.22 feet;

THENCE South 89°21'07" West, along the common line of said 5 acre and BPOP tracts, at a distance of 230.45 feet passing the common south corner of said 5 acre and 2.363 acre tract and continuing for a total distance of 462.06 feet to 1/2" iron rod found for corner at the southwest corner of said 2.363 acre tract and being in the east line of said 8.488 acre tract;

THENCE North 00°38'30" West, along the common line of said 8.488 acre tract and said 2.363 and 2.627 acre tracts, respectively, a distance of 940.18 feet to the PLACE OF BEGINNING and Containing 433,829 square feet, or 9.959 acres of land.

## EXHIBIT A

### Tract 3

#### LEGAL DESCRIPTION:

BEING a 517,732 square foot (11.885 acres) tract of land situated in the S.B. Evans Survey, Abstract No. 397, Denton County, Texas, and being all part of a called 14.318 acre tract of land described in a deed to Segar-A, INC. recorded in Volume 1794 Page 729, Official Public Records of Denton County, Texas (OPRDCT) and also being part of a called 8.488 acre tract of land described in a deed to ULAMIR INC. recorded in Volume 1794, Page 780, (OPRDCT), and being more particularly described as follows (Bearings are based on State Plane Coordinates using City of Carrollton Monuments COC-8 and COC-12):

BEGINNING at a point in the south right-of-way line of Parker Road (a variable width right-of-way) at the northeast corner of said 8.488 acre tract common to the northwest corner of a called 2.627 acre tract of land described in a deed to Jimmie Lee Fox recorded in Volume 1018, Page 515 (DRDCT), from which a 1/2" iron rod found for reference, bears South 03°55'15" West, a distance of 0.56 feet;

THENCE South 00°38'30" East, continuing along the common line of said tracts passing the southwest corner of said Fox tract common to the northwest corner of a called 2.363 acre tract described in an earlier deed to Jimmie Lee Fox recorded in Volume 874 Page 807, (DRDCT), and continuing with the common line of last mentioned Fox tract and said 8.488 acre tract, a distance of 940.18 feet to a 1/2" iron rod found for corner at the common south corner thereof;

THENCE South 89°21'07" West, crossing said 8.488 acre tract and said 14.318 acre tract, respectively, a total distance of 560.44 feet, to point for corner in the west line of said 14.378 acre tract, from which a 1/2" iron rod found for reference at the southeast corner of Lot 2, Block A, of Parker Road Self Storage recorded in Cabinet X, Page 853, Plat Records of Denton County, Texas, (PRDCT), bears South 00°02'18" West, a distance of 0.18 feet;

THENCE North 00°02'18" East, along the common line of said 14.318 acre tract, and Lots 2 and 1 of said addition, respectively, for a total distance of 860.47 feet to a 5/8" with a yellow cap stamped RPLS 3963 set for corner;

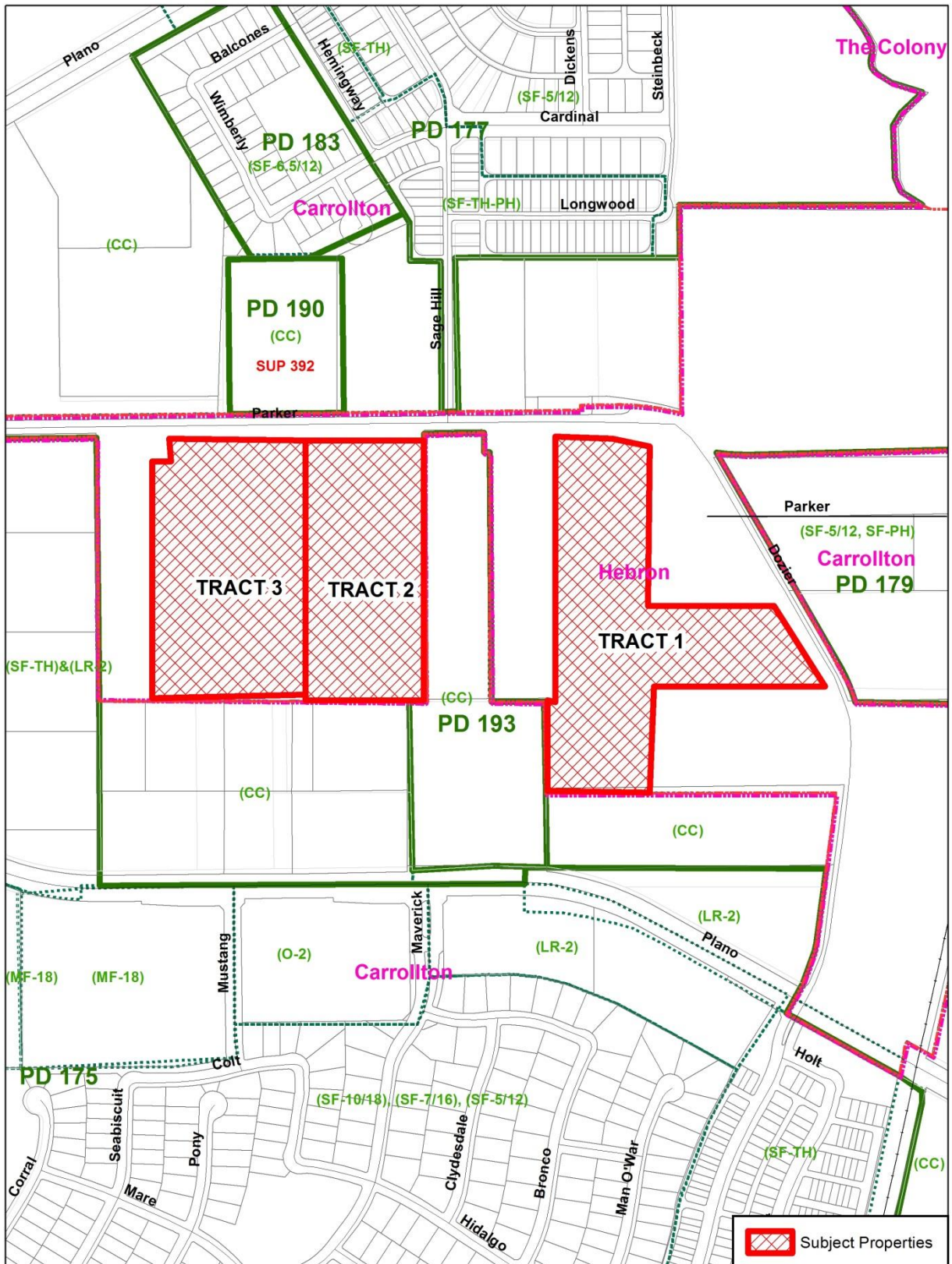
THENCE North 89°22'31" East, a distance of 50.00 feet to a 5/8" with a yellow cap stamped RPLS 3963 set for corner;

THENCE North 00°02'18" East, along distance of 80.00 feet to a 5/8" with a yellow cap stamped RPLS 3963 set for corner in the south right-of-way of said Parker Road;

THENCE North 89°22'31" East, along the south right-of-way line of said Parker Road and the north lines of said 14.318 and 8.488 acre tracts, respectively, a distance of 499.28 feet to the PLACE OF BEGINNING and Containing 517,732 square feet or 11.885 acres of land.

## EXHIBIT B

### Location



## **EXHIBIT C**

### **MUNICIPAL SERVICE PLAN**

#### **FIRE AND POLICE**

*Existing Services:* None

*Services to be Provided:* Fire suppression will be available to the area upon annexation. Primary fire response will be provided by Fire Station No. 7, located at 4750 N. Josey Lane and secondary response by Fire Station No. 4, located at 2155 E. Rosemeade Parkway. Adequate fire suppression activities can be afforded to the annexed area within current budget appropriation. Fire prevention activities will be provided by the Fire Marshal's office as needed.

Currently, the area is under the jurisdiction of the Denton County Sheriff's Office. However, upon annexation, the City of Carrollton Police Department will extend regular and routine patrols to the area. It is anticipated that the implementation of police patrol activities can be effectively accommodated within the current budget and staff appropriation.

#### **BUILDING INSPECTION**

*Existing Services:* None

*Services to be Provided:* The Building Inspection Department will provide Code Enforcement Services upon annexation. This includes issuing building, electrical and plumbing permits for any new construction and remodeling, and enforcing all other applicable codes which regulate building construction within the City of Carrollton.

#### **PLANNING AND ZONING**

*Existing Services:* None

*Services to be Provided:* The Planning Department's responsibility for regulating development and land use through the administration of the City of Carrollton's Comprehensive Zoning Ordinance will extend to this area on the effective date of the annexation. The property will also continue to be regulated under the requirements of the City of Carrollton's Comprehensive Subdivision Ordinance. These services can be provided within the department's current budget.

#### **LIBRARY**

*Existing Services:* None

*Services to be Provided:* Upon the effective date of annexation, free library use privileges will be available to anyone residing in this area. These privileges can be provided within the current budget appropriation.



## **ENVIRONMENTAL CODE ENFORCEMENT**

*Existing Services:* None

*Services to be Provided:* The Environmental Services Department will implement the enforcement of the City's environmental ordinances and regulations on the effective date of the annexation. Such services can be provided with current Environmental Services Personnel and within the current budget appropriation. In addition, animal control services will be provided to the area as needed.

## **STORM WATER MANAGEMENT**

*Existing Services:* None

*Services to be Provided:* Developers will provide storm water drainage at their own expense and will be inspected by the City Engineers at time of completion. The City will then maintain the drainage upon approval.

## **WATER AND SANITARY SEWER SERVICE**

*Existing Services:* Yes

*Services to be Provided:* Water service to the area will be provided in accordance with the applicable codes and departmental policy. When other property develops in the adjacent area, water service shall be provided in accordance with extension ordinances. Extension of service shall comply with City codes and ordinances.

Sanitary sewer service to the area of proposed annexation will be provided in accordance with applicable codes, Carrollton General Design Standard (GDS) and departmental policy. When property develops in the adjacent areas, sanitary sewer service shall be provided in accordance with the present extension ordinance. Extension of service shall comply with applicable codes and ordinances.

## **SOLID WASTE SERVICES**

*Existing Services:* None

*Services to be Provided:* Solid Waste Collection shall be provided to the area of annexation in accordance with the present ordinance. Service shall comply with existing City policies, beginning with occupancy of structures.

## **MISCELLANEOUS**

All other applicable municipal services will be provided to the area in accordance with the City of Carrollton's established policies governing extension of municipal services to newly annexed areas.





# City of Carrollton

## Agenda Memo

File Number: 2767

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**Agenda Date:** 8/16/2016

**Version:** 1

**Status:** Other Business

**In Control:** City Council

**File Type:** Public Hearing

**Agenda Number:** 24.

**CC MEETING: August 16, 2016**

**DATE:** August 3, 2016

**TO:** Leonard Martin, City Manager

**FROM:** Bob Scott, Assistant City Manager

Hold A Public Hearing On The Proposed 2016 Property Tax Increase And Proposed Operating And Capital Budget For The Fiscal Year October 1, 2016 Through September 30, 2017.

### **BACKGROUND:**

The Preliminary Budget was distributed to Council on July 29, 2016 and a Council work session was held August 2, 2016 at which staff presented the Preliminary Budget. An additional Council work session is scheduled for August 16, 2016 for Council to deliberate and provide guidance to staff for the finalization of the Budget. Public Hearings on the Proposed Budget and Proposed Tax Rate have been scheduled for August 16 and September 6, 2016. Required publication of the tax rates and public hearing dates will be in the *Carrollton Leader* on August 7, 2016. The Proposed Budget and Proposed Tax Rate are to be presented to Council for adoption on September 20, 2016.

### **STAFF RECOMMENDATION/ACTION DESIRED:**

Hold a Public Hearing on August 16, 2016 on the proposed tax increase and the proposed budget for Fiscal Year 2017. Any changes resulting from citizen input could be considered and incorporated into the budget that night, at a work session on September 6, 2016, or at a work session on September 20, 2016 prior to the approval of the budget during the regular meeting.