



City of Lake Dallas

City Council

Regular Meeting

City Hall

212 Main Street, Lake Dallas, TX 75065

Thursday, December 12, 2019 at 7:00 p.m.

Agenda

Section I – Presentations

- 1. Call to Order & Determination of Quorum**
- 2. Invocation & Pledges of Allegiance**
- 3. Announcements & Special Recognitions**

A. City Manager's Report

The City Manager's Report may provide information on status of current city projects and other projects affecting the City, meetings and actions of the city's boards and commissions, upcoming local community events, including, but not limited to, departmental operations and capital improvement project status. No action will be taken with respect to this report.

4. Citizen Agenda & Public Comment

An opportunity for citizens to address the Mayor and City Council on matters which are not scheduled for consideration by the City Council at this meeting. In order to address the Council, please complete a Public Meeting Appearance Card and present it to the City Secretary prior to the start of the Council meeting. The Texas Open Meeting Act prohibits deliberation by the City Council of any subject which is not on the posted agenda, therefore the Council will not be able to discuss or take any action on items brought up during the citizen presentations. Citizen presentation will be limited to five (5) minutes per person.

Section II – Consent Agenda

All items listed below are considered to be routine by the City Council and will be enacted with one motion. There will be no separate discussion of the items unless a Councilmember so requests, in which event the item will be removed from the consent agenda and considered in its normal sequence.

5. Consider and Act on the Consent Agenda

- A. Approval of Minutes of the November 14, 2019.
- B. Approval of a Resolution authorizing an Interlocal Cooperation Agreement for traffic signal maintenance with the City of Lewisville to operation and maintenance to traffic signal at Swisher Road and Shady Shores Road.

Section III – Planning & Development: None

Section IV- General Items

- 6. Consider a resolution casting the City’s votes for candidates for appointment to the Denton Central Appraisal District Board of Directors.
- 7. Receive a report, hold a discussion, and act to approve the City Manager’s appointment and employment of a Public Works Superintendent.
- 8. Consider and Act on a request to place a travel trailer to be used as a temporary residence on property located at 620 Lakeland Road, in accordance with Code of Ordinance Section 62-3(d).
- 9. Hold a discussion regarding the “Tiny Home” Development.
- 10. Receive a report and hold a discussion regarding the police covered parking project.

Section V – Elected Official Requested Items

11. Mayor & Council Member Announcements

The City Council may hear or make reports of community interest provided no action is taken or discussed. Community interest items may include information regarding upcoming schedules of events, honorary recognitions, and announcements involving imminent public health and safety threats to the city. Any deliberation shall be limited a proposal to place the subject on an agenda for a subsequent meeting.

Section VI – Executive Session As authorized by Section 551.071 of the Texas Government Code, this meeting may be convened into closed executive session for the purpose of seeking confidential legal advice from the City Attorney on any agenda item listed above or herein.

12. Executive Session: Conduct a closed meeting pursuant to the Texas Government Code section 551.074 to deliberate the appointment and employment of the Public Works Superintendent.

Section VII – Return to Open Session

13. Discuss and take appropriate action, if any, resulting from the discussions conducted in Closed Session.

Section VIII – Adjournment

I certify that the above notice of this meeting posted on the bulletin board at City Hall of the City of Lake Dallas, Texas on December 9, 2019 at 5:00 p.m.



Codi Delcambre, TRMC
City Secretary

As authorized by Section 551.071 of the Texas Government Code, this meeting may be convened into closed executive session for the purpose of seeking confidential legal advice from the City Attorney on any agenda item listed above or herein.

Anyone wishing to address the City Council on any item posted on the City Council agenda for possible action, including matters placed on the Consent Agenda or posted as a Public Hearing, must complete a Speakers' Request Form available at the entrance to the City Council Chambers and present it to the City Secretary prior to the Council meeting being called to order. Speakers may be limited to five (5) minutes and given only one opportunity to speak on an item. Other procedures regarding speaking on matters posted for action on the City Council agenda are set forth on the Speakers' Request Form. Subject to applicable law, the City Council reserves the right to modify or waive at any time the procedures relating to members of the public speaking on matters placed the Council's agenda.

If you plan to attend this public meeting and you have a disability that requires special arrangements at this meeting, please contact City Secretary's Office at (940) 497-2226 ext. 118 or fax (940) 497-4485 at least two (2) working days prior to the meeting so that appropriate arrangements can be made.

**State of Texas
County of Denton
City of Lake Dallas**

The Lake Dallas City Council met in a special called meeting on November 14, 2019 in the Lake Dallas City Hall, 212 Main Street, with notice of the meeting given, as required by Title 5, Chapter 551.041 of the Texas Government Code. Mayor Barnhart called the meeting to order at 7:01 p.m.

1. Roll Call

Michael Barnhart	Mayor
Megan Ray	Councilmember 1
Brian Bailey	Councilmember 2
Cheryl McClain	Councilmember 3

Absent:

Charlie Price	Councilmember 4
Andi Nolan	Councilmember 5

Staff Present: City Manager John Cabrales, City Secretary Codi Delcambre, Director of Library Services Natalie McAdams, Director of Development Services Jeremy Tennant, and Michele Sanchez, Finance Director.

2. Invocation and Pledges of Allegiance

Jerry Tulley led the invocation and the pledges.

3. Announcements & Special Recognitions.

A. Presentation for Trunk or Treat contest winners.

Mayor Barnhart and Councilmember Cheryl McClain presented Truck or Treat contest winners.

B. City Manager's Report

No announcements.

4. Citizen Agenda & Public Comments

Mayor Barnhart opened the Visitors/Citizens Agenda.

Russ Mahavier of 5411 Duchess Court, stated he owned Later Gator Food Truck. He stated that the City should look at doing a Food Truck Challenge. He stated that it has been very successful in Decatur and Graham. He stated that he would volunteer to help get the event organized.

5. Consider and Act on the Consent Agenda

A. Receive Monthly Budget & Financial Report for September and October 2019.

B. Approval of Minutes of the October 24, 2019.

C. Approval of a Resolution authorizing a work order from Halff and Associates to perform engineering services that include the development of bid documents

and construction management for the installation of the light poles on Main Street.

Motion: to approve a consent agenda 5A, B and C was made by Councilmember Ray and second by Councilmember Bailey.

Ayes: Councilmembers McClain, Ray and Bailey

Noes: None

Motion Passed 3-0.

- 6. Consider and Act on a resolution authorizing negotiation and execution of a Municipal Solid Waste and Recycling Collection Services Contract with Allied Waste Systems, Inc. dba Republic Services of Lewisville.**

Motion: to approve a resolution authorizing negotiation and execution of a Municipal Solid Waste and Recycling Collection Services Contract with Allied Waste Systems, Inc. dba Republic Services of Lewisville was made by Councilmember Bailey and second by Councilmember Ray.

Ayes: Councilmembers McClain, Ray and Bailey

Noes: None

Motion Passed 3-0.

- 7. Consider and Act on a resolution authorizing an amendment to the agreement with Bureau Veritas North America, Inc. adopting fee to be charges for inspections of Tiny Homes.**

Motion: to approve a Resolution authorizing an amendment to the agreement with Bureau Veritas North America, Inc. adopting fee to be charges for inspections of Tiny Homes was made by Councilmember Ray and second by Councilmember McClain.

Ayes: Councilmembers McClain, Ray and Bailey

Noes: None

Motion Passed 3-0.

- 8. Consider and Act on an ordinance amending the City's master fee schedule by adding certain building permit fees for required inspections relating to the location of Tiny Homes within the City.**

Motion: to approve an ordinance amending the City's master fee schedule by adding certain building permit fees for required inspections relating to the

location of Tiny Homes within the City was made by Councilmember Ray and second by Councilmember McClain.

Ayes: Councilmembers McClain, Ray and Bailey

Noes: None

Motion Passed 3-0.

9. Consider and act on a resolution adopting new logos for the Parks Department and for Keep Lake Dallas Beautiful.

Motion: to approve a Resolution adopting new logos for the Parks Department and for Keep Lake Dallas Beautiful was made by Councilmember Nolan and second by Councilmember Price.

Ayes: Councilmembers McClain, Ray and Bailey

Noes: None

Motion Passed 3-0.

10. Consider a resolution authorizing negotiation and execution of a retail electric service agreement with TXU Energy Retail Company, LLC for City buildings, street lights and other City facilities.

Motion: to approve a Resolution authorizing negotiation and execution of a retail electric service agreement with TXU Energy Retail Company, LLC for City buildings, street lights and other City facilities was made by Councilmember Ray and second by Councilmember Bailey.

Ayes: Councilmembers McClain, Ray and Bailey

Noes: None

Motion Passed 3-0.

11. Consider a resolution casting the City's votes for candidates for appointment to the Denton Central Appraisal District Board of Directors".

Council continue this item to the December 12, 2019 meeting.

12. Receive a report and hold a discussion regarding amending the Lake Dallas Municipal Code Chapter 22, "Buildings and Building Regulations," Article III, "Fences".

Council received a presentation from Code Compliance Officer Daniel Rusnak with respect to the possible amendments to the Lake Dallas Municipal Code Chapter 22, “Buildings and Building Regulations,” Article III, “Fences”. No action was taken.

13. Mayor & Council Member Announcements-

Mayor Barnhart- update on the American Legion gas leak.

14. Conduct a closed meeting pursuant to Texas Government Code Section 551.072 to deliberate the purchase, exchange, lease, or value of real property generally located 312 Main Street and Section 551.073 to deliberate an agreement for the possible gift of real property to the City.

Council convened into closed session at 8:01 p.m.

Council reconvened into open session at 8:24 p.m.

15. Discuss and take appropriate action, if any, resulting from the discussions conducted in Closed Session

No action was taken.

16. Adjournment

Mayor Barnhart adjourned the meeting at 8:25 p.m.

Approved:

Michael Barnhart, Mayor

Attest:

Codi Delcambre, City Secretary



City Council
AGENDA MEMO

Prepared By: John Cabrales Jr, City Manager

December 12, 2019

**Interlocal Agreement for the maintenance of the traffic signal at Hundley Dr.
and Lake Dallas Dr.**

DESCRIPTION:

Consider and Act on a resolution approving an Interlocal Cooperation Agreement between the City of Lake Dallas and the City of Lewisville to Maintain One Off-System Traffic Signal at the intersection of Swisher Road and Shady Shores Road.

BACKGROUND INFORMATION:

The Interlocal Cooperation Agreement (ICA) for the maintenance of traffic signals between the City of Lake Dallas and the City of Lewisville has expired and a new agreement needs to be executed.

The City of Lake Dallas does not have the necessary resources to maintain traffic signals. The term for the previous stand-alone interlocal agreement with the City of Lake Dallas expired at the end of 2014 and was not renewed, although both parties have continued to uphold the agreement. The agreement included the maintenance of two (2) traffic signals in Lake Dallas. The following is a timeline regarding the interlocal agreement between the City of Lake Dallas and the City of Lewisville for the maintenance of traffic signals in Lake Dallas.

Timeline:

- On December 10, 2009, the City of Lake Dallas entered into an interlocal agreement with the City of Lewisville for Lewisville to maintain a traffic signal system located at the intersection of Swisher Road and Shady Shores Road. The term for this agreement was five (5) consecutive one (1) year terms beginning January 1, 2010 through December 31, 2014.
- On September 20, 2010, a 'First Amendment to the Interlocal Agreement' was made to add a second traffic signal system to the maintenance agreement located at the intersection of Denton Drive and Hundley Drive. The term duration was unchanged.

- On January 01, 2015, the interlocal agreement expired. Both Cities continued to uphold the agreement.
- In late 2017, the Texas Department of Transportation's (TxDOT) I-35Express project constructed a new interchange at IH 35E and Turbeville Road/Hundley Drive. Due to the construction of this new interchange, the traffic signal at Denton Drive and Hundley Drive became part of the new IH 35E interchange and part of TxDOT right-of-way. This traffic signal is now owned by TxDOT and not by the City of Lake Dallas. This change reduces the number of traffic signals in Lake Dallas to one (1) signal.
- In May 2019, the Lewisville City Council approved a revised TXDOT agreement adding the Denton/Hundley Drive signal to the previous TXDOT signal maintenance agreement.

A new interlocal cooperation agreement is being proposed and will update the maintenance fee, repair costs, term limits and the number of traffic signals. The agreement will define the maintenance responsibilities to be provided by the City of Lewisville and the compensation to be provided by the City of Lake Dallas. The proposed agreement replacing the expired agreement will make the following changes:

- a) Increase the annual reimbursement for the maintenance of a traffic signal from \$1,000 per traffic signal to \$4,194.96 per traffic signal and revise the repair costs.
- b) Include only one (1) traffic signal at the intersection of Swisher Road and Shady Shores Road. The second traffic signal at Denton Drive and Hundley Drive is no longer owned by the City of Lake Dallas and is covered in the agreement between TxDOT and Lewisville, thus does not need to part of the Interlocal Agreement with Lake Dallas.
- c) Revise the term of the Agreement to be one (1) year term that renews automatically and indefinitely for the subsequent one (1) year terms at the end of each year unless either party sends a notice to terminate the agreement ninety (90) days in advance.

FINANCIAL CONSIDERATION:

The increase the annual reimbursement for the maintenance of a traffic signal from \$1,000 per traffic signal to \$4,194.96 per traffic signal matches the maintenance fee paid by TxDOT to the City of Lewisville for the maintenance of the actuated on-system traffic signals at conventional intersections outside the City of Lewisville. There will also be a per call pricing of replacement parts at cost + 20% percent. The bucket truck use will be billed at \$29.00 per hour with personnel fees of \$29.50 per hour during normal business hours and \$44.25 per hour for after-hours calls. The comparison of the previous fees and the proposed fees are as follows:

Items	Previous 2009 Agreement	Proposed Agreement
Annual Maintenance Fee	\$1,000.00	\$4,194.96
Replacement Parts Cost	Cost + 20%	Cost + 20%
Bucket Truck Use	\$9.00 per hour	\$29.00 per hour
Technician Normal Business Hours	\$25.00 per hour	\$29.50 per hour
Technician After Business Hours	\$37.50 per hour	\$44.25 per hour

RECOMMENDED MOTIONS:

I move to **approve/deny** a resolution approving an Interlocal Cooperation Agreement between the City of Lake Dallas and the City of Lewisville to Maintain One Off-System Traffic Signal at the intersection of Swisher Road and Shady Shores Road.

ATTACHMENT(S):

1. Interlocal Cooperation Agreement
2. Location Map
3. Resolution

CITY OF LAKE DALLAS, TEXAS

RESOLUTION NO. 12122019-_____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKE DALLAS, TEXAS
AUTHORIZING AN INTERLOCAL COOPERATION AGREEMENT FOR TRAFFIC
SIGNAL MAINTENANCE WITH THE CITY OF LEWISVILLE TO OPERATION AND
MAINTENANCE OF THE TRAFFIC SIGNAL AT SWISHER ROAD AND SHADY SHORES
ROAD; AND PROVIDING AN EFFECTIVE DATE.**

WHEREAS, the City has for many years been party to an interlocal agreement with the City of Lewisville ("Lewisville") wherein Lewisville has agreed to operate and maintain the City's traffic signal at the intersection of Swisher Road and Shady Shores Road ("the Signal"); and

WHEREAS, the above described agreement terminating on January 1, 2015, the City and Lewisville have continued to perform in accordance with the terms of said agreement; and

WHEREAS, at the request of Lewisville City Administration, City Administration has negotiated a new interlocal cooperation agreement with Lewisville to operate and maintain the Signal commencing January 1, 2020, and has requested authority to sign said agreement on behalf of the City; and

WHEREAS, the City Council of the City of Lake Dallas finds it to be in the public interest to enter into the above described agreement;

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

SECTION 1. The City Manager is authorized to execute a contract with the City of Lewisville to provide for the operation and maintenance of the traffic signal at Swisher Road and Shady Shores Road.

SECTION 2. This Resolution shall be effective immediately upon passage.

PASSED AND APPROVED THIS 12th DAY OF DECEMBER 2019.

Michael Barnhart, Mayor

ATTEST:

Codi Delcambre, City Secretary

APPROVED AS TO FORM:

Kevin B. Laughlin, City Attorney

(kbl:11/18/19:112240)

INTERLOCAL AGREEMENT FOR TRAFFIC SIGNAL MAINTENANCE

This **Interlocal Agreement for Traffic Signal Maintenance** (“Agreement”) is made and entered into as of the Effective Date by and between the City of Lewisville (“Lewisville”), a political subdivision of the State of Texas, and the City of Lake Dallas, a political subdivision of the State of Texas (“Lake Dallas”) (collectively, the “Parties” and individually a “Party”).

WHEREAS, the Parties are political subdivisions and home rule municipalities within the State of Texas, and each is engaged in the provision of governmental services for the benefit of its citizens; and

WHEREAS, the Interlocal Cooperation Act, Texas Government Code, Chapter 791, as amended (the “Act”), provides authority for local governments of the State of Texas to enter into interlocal agreements with each other for the purpose of performing governmental functions and services as set forth in the Act; and

WHEREAS, the Parties are each a “local government” as defined in the Act; and

WHEREAS, the Parties each own and operate systems for the purpose of providing traffic control, including traffic signal lights, in support of its governmental operations; and

WHEREAS, the Parties have investigated and determined that it would be advantageous and beneficial to the citizens within their respective jurisdictions for Lewisville to maintain certain traffic signal systems within Lake Dallas; and

WHEREAS, the Parties wish to enter into this agreement to provide for the maintenance of the traffic signal system at one location.

NOW, THEREFORE, under the authority of the Interlocal Cooperation Act, Government Code Chapter 791, and in consideration of the mutual covenants and agreement herein contained, the sufficiency of which are hereby acknowledged, and upon and subject to the terms and conditions hereinafter set forth, the Parties agree as follows:

- I. **Effective Date** – The effective date of this Agreement shall be on the 1st day of January 2020 (“the Effective Date”).
- II. **Term** – The term of this Agreement shall be one (1) year (the “Initial Term”) commencing on the Effective Date, and shall automatically renew for subsequent one (1)-year terms each year (the “Renewal Terms”), each beginning on the next subsequent anniversary of the Effective Date, unless notice is sent by the terminating

Party ninety (90) days prior to the end the Initial Term or the then current Renewal Term, or unless terminated sooner as provided in Paragraph VIII, in the event of default, or otherwise under Paragraph IX.

- III. **System Management and Maintenance** – Lewisville agrees to provide Lake Dallas with maintenance for the traffic signal system located at the intersection of Swisher Road and Shady Shores Road in the City of Lake Dallas (“the Signal Equipment”) in accordance with Attachment “A,” attached hereto and incorporated herein by reference (“Basic Services”). Lake Dallas agrees to notify and report to Lewisville’s Traffic Division any maintenance or repairs to the Equipment necessary for the Signal Equipment to be maintained or restored to proper operation. The user priorities assigned to the Signal Equipment will be identical in both cities. Lewisville will maintain the Signal Equipment in accordance with the manufacturer’s specifications at all times. Lewisville will, in a timely manner, perform any repairs of the Signal Equipment found to be malfunctioning. The Parties acknowledge the intent of this Agreement is for maintenance and repair of the Signal Equipment and shall at no time be construed as conveying to anyone other than Lake Dallas has control of the system or has ownership of the system.
- IV. **Liaison Officer** – The employee holding the position of “Supervisor of Traffic Division” with Lewisville and the employee holding the position of “Street Superintendent” with Lake Dallas shall be considered the liaison officers between the Parties for the purpose of this Agreement. The liaison officers or their designees will insure the performance of all duties and obligations on behalf of their respective Parties pursuant to this Agreement.
- V. **Maintenance Fee** – Lake Dallas agrees to pay Lewisville an annual maintenance fee (“the Maintenance Fee”) of **FOUR THOUSAND ONE HUNDRED NINETY-FOUR DOLLARS AND 96/100** (\$4,194.96) on the 1st day of January for Lewisville’s performance of the Basic Services during the Initial Term and each Renewal Term, the first such payment being due on January 1, 2020.
- VI. **Maintenance Fee Adjustment** - This Maintenance Fee shall not increase during the Initial Term or the first four (4) Renewal Terms. Lewisville shall notify Lake Dallas in writing before August 1st of the then current Renewal Term if Lewisville intends to increase the Maintenance Fee and the amount to which the Maintenance Fee will be increased beginning in the next Renewal Term. If Lewisville fails to provide such notice before August 1st, the then current Maintenance Fee shall remain in effect for the next Renewal Term.

VII. **Repair Cost** – In addition to the Maintenance Fee for Basic Services, Lake Dallas agrees to pay Lewisville for labor and materials for additional services not included in the Basic Services in accordance with the Fee Schedule set forth in Attachment “B” and incorporated herein by reference.

VIII. **Default** –

A. **Lewisville Default:** Lewisville agrees to respond to a malfunction of the Signal Equipment within twenty-four (24) hours of becoming aware of the malfunction and shall repair immediately if possible. If immediate repair is not possible, Lewisville agrees to perform and complete such repairs as soon thereafter as reasonably possible but, in any case, not later than ten (10) days after receipt of written notice from Lake Dallas. If Lewisville fails to provide the service contemplated herein within said ten (10) days, such failure shall constitute an event of default. Notwithstanding the foregoing to the contrary, Lewisville shall not be in default of this Agreement for failing to complete repairs within said ten (10) day period to the extent that repair or replacement cannot reasonably be completed within ten (10) days from the date of receipt of written notice so long as Lewisville is reasonably diligent in pursuing completion of such repairs or replacement.

B. **Lake Dallas Default:** If Lake Dallas fails to make any payments required by this Agreement and continues to fail to make such payment within ten (10) days after written demand thereof, such failure shall constitute an event of default. If either Party defaults, the other Party may terminate this Interlocal Agreement by giving thirty (30) days written notice. Upon default, any amounts paid shall be prorated to the termination date and refunds shall be paid accordingly.

IX. **Termination** – Either Party may terminate this Interlocal Agreement for any reason with ninety (90) days’ written notice to the other Party.

X. **Liability** – Each Party shall be responsible for its sole negligence or its percentage of concurrent negligence, for any actual damages or losses suffered by the other or a third party, arising from any breakdown, malfunction, failure, use or loss of use of the Signal Equipment, however caused. This shall apply to all cases of negligence of either Party, their respective officers, employees, agents, contractors or otherwise. Notwithstanding the foregoing to the contrary, nothing herein shall be construed as a waiver by either Party of any defense or immunity available to said Party with respect to any damage or injury relating to the Party’s performance pursuant to this Agreement.

- XI. **Amendment** – This Agreement may only be amended by written agreement of both Parties, approved by the governing body of each Party.
- XII. **Entire Agreement** – This Agreement embodies the complete agreement of the Parties, superseding all oral or written, previous and contemporary agreements between the Parties relating to the matters in this Agreement.
- XIII. **Assignment** - This Agreement may not be assigned by either Party without the prior written consent of the other Party.
- XIV. **Governing Law.** The laws of the State of Texas shall govern this Agreement; and venue for any action concerning this Agreement shall exclusively be in the State District Court of Denton County, Texas. The Parties agree to submit to the personal and subject matter jurisdiction of said court.
- XV. **Severability.** In the event any one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provisions, and the Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained in it.
- XVI. **Notice.** Any notice required or permitted to be delivered pursuant to this Agreement may be sent by first class mail, overnight courier or by confirmed telefax or facsimile to the address specified below, or to such other party or address as either Party may designate in writing, and shall be deemed received three (3) days after delivery set forth herein:

If to Lake Dallas:

City of Lake Dallas
Attn: City Manager
212 Main Street
Lake Dallas, Texas 75065

If to City:

City of Lewisville
P. O. Box 299002
Lewisville, TX 75029-9002
Attention: City Manager

With Copy to:

Kevin B. Laughlin
Nichols, Jackson, Dillard, Hager & Smith, LLP
500 N. Akard, Suite 1800
Dallas, Texas 75201

With Copies to:

Supervisor of Traffic Division
City of Lewisville
P. O. Box 299002
Lewisville, TX 75029-9002

City Attorney
City of Lewisville
P. O. Box 299002
Lewisville, TX 75029-9002

XVII. **Recitals.** The recitals to this Agreement are incorporated herein.

XVIII. **Counterparts.** This Agreement may be executed in any number of counterparts, each of which shall be deemed an original and constitute one and the same instrument.

XIX. **Failure to Enforce Not a Waiver.** The failure by a Party to insist upon the strict performance of any provision of this Agreement by the other Party, or the failure by a Party to exercise its rights upon a Default by the other Party shall not constitute a waiver of such Party's right to insist and demand strict compliance by such other Party with the provisions of this Agreement.

XX. **No Third Party Beneficiaries.** Nothing in this Agreement, expressed or implied, is intended to or shall be construed to confer upon or to give to any person or entity other than the Parties any rights, remedies, or claims under or by reason of this Agreement, and all covenants, conditions, promises, and agreements in this Agreement shall be for the sole and exclusive benefit of the Parties.

IN WITNESS WHEREOF, the Parties hereto have signed this Agreement on the dates indicated to be effective on January 1, 2020.

Signatures on Following Pages

SIGNED AND AGREED this ____ day of _____, 2019.

CITY OF LEWISVILLE, TEXAS

By: _____
Donna Barron, City Manager

APPROVED AS TO FORM:

Lizbeth Plaster, City Attorney

SIGNED AND AGREED this ____ day of _____, 2019.

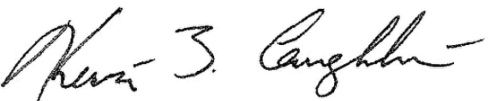
CITY OF LAKE DALLAS, TEXAS

By: _____
John Cabrales, City Manager

ATTEST:

Codi Delcambre, City Secretary

APPROVED AS TO FORM AND LEGALITY:



Kevin B. Laughlin, City Attorney

Attachment “A”

Traffic Signal Maintenance:

Lewisville will document all trouble requests and conduct scheduled maintenance inspections on all traffic signals maintained by Lewisville. There will be three (3) types of activities detailed as follows:

1. **Response to Signal Malfunction** – Reports of traffic signal malfunctions will be investigated and recorded in the Traffic Signal Cabinet Log (see Attachment “E”) and on a Traffic Signal Service Report (see Attachment “C”). All repairs will be made in a timely manner and the cost for repairs will be billed according to Paragraph VII in the Agreement. Approval for repairs for damage to traffic signal poles, conduits, cabinets, and any necessary replacement of major components (controller, MMU, emergency vehicle preemption equipment, and inductive loops or video detection equipment) will be obtained from the City of Lake Dallas prior to making major expenditures.
2. **Routine Maintenance Inspections** – Every twelve (12) months, a Traffic Signal Technician will perform an inspection of the Signal Equipment. This inspection will be documented on an Inspection and Preventative Maintenance Guide (see Attachment “D”) and in the Traffic Signal Cabinet Log (see Attachment “E”). The MMU (conflict monitor) will be tested once per year as part of the routine inspection.
3. **Signal Relamping Program** – Signal indications outfitted with LED’s shall be replaced when a portion, not to exceed thirty percent (30%) of the indication, is dark. All vehicle and pedestrian signal indications using LED’s shall be re-lamped every five (5) years.

Attachment “B”

Billing:

Parts Cost plus 20%

Bucket Truck \$29.00 per hour

Technician \$29.50 per hour

(Normal Business Hours – Monday through Thursday 7:00 AM–4:30 PM and
Friday 7:00 AM – 11:00 AM)

Technician \$44.25 per hour

(After Hours – Monday through Thursday 4:30 PM – 7:00 AM, Friday 11:00
AM – 11:59 PM, and All Day Saturday and Sunday)

Attachment "C"

After Hours Call ____

2019/20

Problem Resolved Time Met ____
(45 Minutes or less)

CITY OF LEWISVILLE
TRAFFIC SERVICE REPORT

LOCATION: _____ ID # _____

REPORTED PROBLEM: _____

DISPATCHED BY: _____ DATE: _____ TIME: _____ AM PM

ARRIVAL DATE: _____ ARRIVAL TIME: _____ AM PM

CONDITION UPON ARRIVAL:

SIGNAL IN FLASH ____ INTERSECTION DARK ____ SIGNAL DAMAGED ____ TIMING ISSUE ____

LAMP OUT: R Y G YA GA W D/W DETECTION PROBLEM ____ NO PROBLEM FOUND ____

SCHOOL BEACON ____ WARNING BEACON ____ PEDESTRIAN POLE ____

ACTION TAKEN: _____

EQUIPMENT IN NORMAL OPERATION: YES NO

FOLLOW UP REQUIRED: YES NO

EMPLOYEE: _____ DEPARTURE TIME: _____ AM PM

Attachment “D”

Inspection and Preventative Maintenance Guide

Signalized Intersection

Intersection Location: _____ I.D. # _____

Annual Inspection: ____ Date of Inspection: _____

1. Uninterruptible Power Supplies

- ___ Test each battery and check connections on each battery.
- ___ Check all alarms and clear history.
- ___ Run UPS for 30 mins with main power breaker off to signal cabinet.
- ___ Checked all connections for proper seating.
- ___ Clean cabinet and add ant killer as needed.
- ___ Check for correct IP address.

2. Signal Cabinet Inspection:

- ___ Wiped down cabinet shelves, equipment, and vacuum cabinet.
- ___ Replaced air filter.
- ___ Set thermostat at 90 degrees.
- ___ Lubricated pad lock and #2 key lock on cabinet door
- ___ Remove old silicone and re-calk with new silicone.
- ___ Check for signs of insect and rodent activity and take appropriate action.
- ___ Signal log in place with current timing plans, and additional trouble log sheets.
- ___ Legible copy of the cabinet circuitry print and detector print in cabinet.
- ___ Cabinet fan and cabinet light operational.
- ___ Back panel screws tight at wire termination.
- ___ Load switches, transfer relays, etc., are properly seated in their sockets.
- ___ No cracks or visible damage in multi-conductor jacket.
- ___ Insulation on individual signal conductors have no cracks or visible damage.
- ___ Excess multi-conductor, field wire and loop lead cable removed and arranged neatly on cabinet floor.
- ___ Loop lead-in cables identified per phase.
- ___ Police panel and generator compartments are clean and operate correctly.

3. Controller Inspection:

- ☐ Controller time of day and date correct.
- ☐ Controller program and timing plans in cabinet log match. (If timing sheets and controller differ note difference on timing sheet, initial change and request current timing sheets).
- ☐ A, B, C, and D harnesses to controller and communications connections seated properly and tight.

4. Conflict Monitor Inspection:

- ☐ Conflict monitor time of day and date correct.
- ☐ Conflict monitor program and programming paperwork match to intersection.
- ☐ The A and B harnesses to conflict monitor and communications connections are seated properly and tight.
- ☐ Conflict monitor test report is current and no more than one year old to date? (If not test monitor and install new test report).

5. Electrical service panel:

- ☐ Open and clean inside of closure.
- ☐ Service panel and conduits are secure?
- ☐ Breakers sized correctly and properly seated.
- ☐ Wire insulation is not cracked or damaged.
- ☐ Wire terminations are tight under screw.
- ☐ Lubricated lock on panel.

6. Signal Poles, Mast Arms, Luminary, and Banner Equip.:

- ☐ All pole caps and inspection plates are present.
- ☐ All unused openings in mast arms and poles have been sealed.
- ☐ Poles checked damaged. (If so list in Supervisor Communication form).
- ☐ All traffic signs and wind dampers straight and secure.
- ☐ Replace as needed and report to sign crew leader for new sign.
- ☐ Luminary damaged replace with new LED street light all directions.
- ☐ If applicable, banners and banner equipment secure.

7. Signal and Pedestrian Equipment:

- ☐ Checked each signal display for proper indication and correct alignment.
- ☐ Checked wiring in signal housing for damage or loose connections.
- ☐ Checked condition of signal housing for appearance. (faded, loose or missing parts)
- ☐ Clean signal indication displays and underside of signal hood with dry towel.

- ☐ Check each pedestrian push button for proper operation and confirm signal displays the correct indication for intended direction of travel.

- ___ Pedestrian buttons are ADA compliant?
- ___ Weep holes are present at bottom of ped button housing?

8. Vehicle Detection:

Video detection -

- ___ Checked vehicle detection cameras are secure and lens are clean.
- ___ Alignment of detection loops are correct in each traffic lane.
- ___ Calls are being placed on the intended phase.

Road Surface Loop Detectors –

- ___ Calls are being placed on the intended phase.
- ___ Detector cards are functioning as programmed and not holding or dropping calls.
- ___ The extension time for each phase meets requirements for vehicle traffic to clear the intersection prior to an all red indication. (If not list concern in Supervisor Communication form).

9. Emergency Preemption Equipment:

- ___ Signal from the field, using truck emitter, preempts the proper phase in the controller.
- ___ Signal indications reflect proper indication when preemption is activated.
- ___ Maximum range of operation for field detection is being obtained.

10. Communications Equipment:

- ___ Antenna is pointed in the right direction for proper signal and secure.
- ___ Connections at antenna are secure and wire is not cracked or damaged.
- ___ Check link light for communications.

11. Pull Boxes:

- ___ Perimeter of pull boxes are free of high grass and obstructions.
- ___ Insect bait has been placed on ant mounds within 3' perimeter of pull boxes.
- ___ Each pull box has been opened and inspect for insect/rodent infestation, mashed or damaged wires, drainage rock, and that conduit is a minimum of 2" above drainage surface.
- ___ Top of all pull boxes are at surface grade and concrete apron is in place around each pull box.
- ___ Replace pull box as needed.,

Sign form to sign crew leader: Yes ___ No ___

Inspection made by: _____

Sign & Marking Request Form

Sign Type & Size:

- 1-
- 2-
- 3-
- 4-
- 5-
- 6-
- 7-
- 8-
- 9-
- 10-

Pavement Marking: _____

Attachment "E"

SIGNAL CABINET LOG

LOCATION: _____

DATE: _____ TIME CALLED: _____ TIME ARRIVED: _____

REPORTED PROBLEM: _____

CONDITION UPON ARRIVAL:

NORMAL OPERATION: ☐ FLASH: ☐ ALL OUT/ DARK: ☐

POWER OUTAGE: ☐ INTERSECTION NOT CYCLING: ☐ DETECTOR: ☐

CONTROLLER STATUS:

PHASES ON: 1 2 3 4 5 6 7 8 9 10 11 12 OLA OLB OLC OLD

PHASE NEXT: 1 2 3 4 5 6 7 8 9 10 11 12 OLA OLB OLC OLD

IN COORD PLAN: _____ FREE: _____ SHOULD BE IN: _____

CONTROLLER TIME OF DAY / DATE: _____

CONFLICT MONITOR STATUS: DATE: _____ TIME: _____

CONFLICT ☐ RED FAIL ☐ INDICATION FAIL ☐ MIN SEQ FAIL ☐ 24+ ☐ CVM ☐

CONFLICT MONITOR INDICATION:

1 2 3 4 5 6 7 8
RYGW RYGW RYGW RYGW RYGW RYGW RYGW RYGW

9 10 11 12
RYGW RYGW RYGW RYGW

ACTION TAKEN:

CONDITION AT DEPARTURE:

NORMAL OPERATION: ☐ FLASH: ☐ RETURN CALL: ☐

DEPARTED TIME / DATE: _____ TECH: _____

INTERLOCAL AGREEMENT
TO MAINTAIN TRAFFIC SIGNAL
AT SWISHER RD AND SHADY
SHORES DR IN THE CITY OF
LAKE DALLAS

SHADY SHORES DR

35E

SWISHER RD

TURBEVILLE RD

HUNDLEY DR

IH 35E INTERCHANGE AT
TURBEVILLE RD/HUNDLEY DR
CONSTRUCTED BY I-35 EXPRESS
PROJECT

- * TRAFFIC SIGNAL AT LAKE DALLAS
& HUNDLEY DR
- * BEFORE I-35 EXPRESS PROJECT,
SIGNAL OWNED BY LAKE DALLAS
AND MAINTAINED BY LEWISVILLE
- * AFTER I-35 EXPRESS PROJECT,
INTERSECTION OWNED BY
TXDOT AS PART OF NEW IH 35E
INTERCHANGE

Lewisville



CITY COUNCIL
AGENDA MEMO

Prepared By: John Cabrales Jr, City Manager

December 12, 2019

Denton Central Appraisal District Board Appointment

DESCRIPTION:

Consider and act on a resolution casting the City's votes for members to the Board of Directors of the Denton Central Appraisal District.

BACKGROUND INFORMATION:

The City received a letter (see attached) from the Denton Central Appraisal District (DCAD) with names of candidates wishing to be appointed to the DCAD Board of Directors. The City has eight (8) votes that it can cast. The number of votes a taxing unit has is determined by their proportional share of the total levy in the district from the prior tax year. There are a total of 5,000 votes throughout the district.

The City may cast all its votes for one candidate, or may distribute the votes among any number of candidates. All votes cast must be for a person that was nominated and named on the ballot. There is no provision for write-in candidates. The Tax Code does not permit the Chief Appraiser to count votes cast for someone not listed on the official ballot. The five nominees receiving the most votes will become the Board of Directors.

At the November 14, 2019 meeting, council directed staff to bring this item back at the December meeting. Staff was also directed to find out how the councils from the other Lake Cities had voted in an effort to pool our voting as a region. The Town of Hickory Creek voted for Kelly Sayre, and the staffs from the City of Corinth and the Town of Shady Shores are both going to recommend Mr. Sayre to their councils. Mr. Sayre was nominated by Denton County Judge Andy Eads and he has lived in Corinth for 23 years.

Staff recommends Mr. Kelly Sayre.

FINANCIAL CONSIDERATION:

None

RECOMMENDED MOTIONS:

I move to approve a resolution casting the City's votes for board of directors of the Denton Central Appraisal District for _____.

ATTACHMENT(S):

1. Denton Central Appraisal District letter (Oct. 29, 2019)
2. Resolution

CITY OF LAKE DALLAS, TEXAS
RESOLUTION 12122019-_____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKE DALLAS, TEXAS
CASTING ITS VOTES FOR ONE OR MORE CANDIDATES FOR APPOINTMENT TO
THE DENTON CENTRAL APPRAISAL DISTRICT BOARD OF DIRECTORS; AND
PROVIDING AN EFFECTIVE DATE**

WHEREAS, in accordance with applicable provisions of the Texas Tax Code and the by-laws of the Denton Central Appraisal District (DCAD), the City of Lake Dallas has a total of 8 votes to cast among one or more nominees to the DCAD Board of Directors; and

WHEREAS, the candidates nominated for terms commencing January 1, 2020 and ending December 31, 2021, are: Roy Atwood, Sharon Gentry, Katy Grote, Carla Hardeman, David Johnson, Danny Mayer, Joel McGregor, Laura McGregor, Ashleigh Miller, Brian Montini, George Pryor, Michael Savoie, Kelly Sayre, Charles Stafford, Mike Stallings, David Terre, Tom Washington, Bryan Webb, and Rick Woolfolk; and

WHEREAS, the City Council of the City of Lake Dallas wishes to cast the City's votes.

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

SECTION 1. The Council desires to cast its 8 votes for appointment to the Board of Directors of the Denton Central Appraisal District as follows:

Candidate	Number of Votes
Roy Atwood	
Sharon Gentry	
Katy Grote	
Carla Hardeman	
David Johnson	
Danny Mayer	
Joel McGregor	
Laura McGregor	
Ashleigh Miller	
Brian Montini	
George Pryor	
Michael Savoie	
Kelly Sayre	
Charles Stafford	
Mike Stallings	

David Terre	
Tom Washington	
Bryan Webb	
Rick Woolfolk	

SECTION 2. The City Secretary is directed to send a copy of this Resolution to the Chief Appraiser of the Denton Central Appraisal District.

SECTION 3. This Resolution shall take effect immediately upon passage.

PASSED AND APPROVED this the 12th day of December 2019.

ATTEST:

APPROVED:

Codi Delcambre, City Secretary

Michael Barnhart, Mayor

APPROVED AS TO FORM:

Kevin B. Laughlin, City Attorney
(kbl:11/7/19:112033)



DENTON CENTRAL APPRAISAL DISTRICT

3911 MORSE STREET, P O BOX 2816
DENTON, TEXAS 76202-2816

MEMO

TO: All Taxing Jurisdictions

FROM: Kathy Williams, Deputy Chief - Administration

DATE: October 29, 2019

SUBJECT: Candidates to Board of Directors of Denton Central Appraisal District

Candidates to the Denton Central Appraisal District Board of Directors are listed below. The list is in alphabetical order by last name.

Each voting unit must cast its vote by written resolution and submit it to the Chief Appraiser before December 15th. The unit may cast all its votes for one candidate or may distribute the votes among any number of candidates. When a voting unit casts its votes, it must cast the votes for a person that was nominated and is named on the ballot. There is no provision for write-in candidates. The Tax Code does not permit the Chief Appraiser to count votes cast for someone not listed on the official ballot. The five nominees receiving the most votes will become the Board of Directors.

The candidates nominated by the taxing jurisdictions are: (Please note Asterisk below)

<u>Candidate</u>	<u>Nominating Jurisdiction</u>
1. Roy Atwood	City of Lewisville, Lewisville ISD, City of The Colony
2. Michelle French*	City of Lewisville
3. Sharon Gentry	Town of Flower Mound
4. Katy Grote	Town of Flower Mound
5. Carla Hardeman	Town of Northlake
6. David Johnson	Lewisville ISD
7. Danny Mayer	Town of Trophy Club
8. Joel McGregor	Town of Northlake
9. Laura McGregor	Town of Northlake
10. Ashleigh Miller	CFB ISD
11. Brian Montini	Town of Northlake
12. George Pryor	City of Lewisville, Denton County, City of The Colony
13. Michael Savoie	Town of Northlake
14. Kelly Sayre	Denton County, CFB ISD
15. Charles Stafford	City of Lewisville, Denton ISD, City of The Colony
16. Mike Stallings	Town of Flower Mound
17. David Terre	Frisco ISD, Northwest ISD, Little Elm ISD, City of Frisco, Lewisville ISD, Denton County, Town of Flower Mound, City of The Colony
18. Tom Washington	Lewisville ISD, Denton County
19. Bryan Webb	City of Lewisville, Argyle ISD, Lewisville ISD, Town of Flower Mound
20. Rick Woolfolk	City of Denton

* Michelle French was nominated by the City of Lewisville as a candidate. Ms. French would like to remain on the Board of Directors as an ExOfficio member.
(This would be automatic and would require no votes from the entities.)

Since some of you may not be familiar with the process of selecting the Board, please do not hesitate to contact Kathy Williams at (940) 349-3974 for clarification and/or information.

DENTON CENTRAL APPRAISAL DISTRICT				
2019 DISTRIBUTION OF VOTES				
JURISDICTIONS		2018 LEVY	%OF TOTAL LEVIES	NUMBER OF VOTES
SCHOOL DISTRICTS:				
S01	ARGYLE ISD	33,186,851.69	1.6261%	81
S02	AUBREY ISD	16,454,142.56	0.8062%	40
S03	CARROLLTON-FB ISD	58,371,523.21	2.8601%	143
S04	CELINA ISD	427,771.79	0.0210%	1
S05	DENTON ISD	274,005,237.83	13.4258%	671
S15	ERA ISD	2,758.30	0.0001%	1
S06	FRISCO ISD	162,397,340.74	7.9572%	397
S07	KRUM ISD	12,853,716.09	0.6298%	31
S08	LAKE DALLAS ISD	31,974,528.89	1.5667%	78
S09	LEWISVILLE ISD	544,364,670.37	26.6730%	1328
S10	LITTLE ELM ISD	73,613,044.88	3.6069%	180
S11	NORTHWEST ISD	124,570,724.15	6.1038%	305
S12	PILOT POINT ISD	8,539,103.29	0.4184%	21
S13	PONDER ISD	10,708,445.18	0.5247%	26
S17	PROSPER ISD	15,533,196.24	0.7611%	38
S14	SANGER ISD	15,181,709.78	0.7439%	37
S16	SLIDELL ISD	561,351.63	0.0275%	1
SCHOOL DISTRICTS TOTALS		\$1,382,746,116.62	67.752%	3382
G01	DENTON COUNTY	\$223,871,430.98	10.97%	548
CITIES:				
C26	TOWN OF ARGYLE	2,687,077.63	0.1317%	7
C01	CITY OF AUBREY	1,412,289.57	0.0692%	3
C31	TOWN OF BARTONVILLE	756,676.91	0.0371%	2
C02	CITY OF CARROLLTON	47,204,556.69	2.3129%	116
C49	CITY OF CELINA	303,038.29	0.0148%	1
C03	CITY OF THE COLONY	30,055,137.17	1.4727%	74
C21	TOWN OF COPPELL	957,483.56	0.0469%	2
C27	TOWN OF COPPER CANYON	753,307.60	0.0369%	2
C04	CITY OF CORINTH	11,500,863.98	0.5635%	28
C20	CITY OF DALLAS	12,488,352.67	0.6119%	31
C05	CITY OF DENTON	71,132,828.80	3.4854%	174
C42	CITY OF DISH	147,732.08	0.0072%	1
C30	TOWN OF DOUBLE OAK	1,103,865.85	0.0541%	3
C47	TOWN OF DRAPER	8,444.96	0.0004%	1
C07	TOWN OF FLOWER MOUND	48,435,715.09	2.3733%	119
C36	CITY OF FORT WORTH	17,141,977.62	0.8399%	42
C32	CITY OF FRISCO	49,660,004.69	2.4333%	122
C39	CITY OF GRAPEVINE	188.15	0.0000%	1
C22	TOWN OF HACKBERRY	150,122.31	0.0074%	1
C38	CITY OF HASLET	5,062.50	0.0002%	1
C19	TOWN OF HICKORY CREEK	1,977,570.79	0.0969%	5
C08	CITY OF HIGHLAND VILLAGE	12,742,563.45	0.6244%	31
C09	CITY OF JUSTIN	2,205,402.21	0.1081%	5
C18	CITY OF KRUGERVILLE	658,781.59	0.0323%	2
C10	CITY OF KRUM	2,285,738.11	0.1120%	6
C11	CITY OF LAKE DALLAS	3,136,074.59	0.1537%	8
C25	CITY OF LAKEWOOD VILLAGE	303,401.51	0.0149%	1
C12	CITY OF LEWISVILLE	47,733,684.70	2.3389%	117
C13	TOWN OF LITTLE ELM	24,921,132.48	1.2211%	61
C33	TOWN OF NORTHLAKE	1,929,896.31	0.0946%	5
C24	CITY OF OAK POINT	2,374,646.59	0.1164%	6
C14	CITY OF PILOT POINT	1,690,503.84	0.0828%	4
C29	CITY OF PLANO	6,012,331.76	0.2946%	15
C15	TOWN OF PONDER	1,101,558.57	0.0540%	3
C48	CITY OF PROSPER	3,076,708.73	0.1508%	8
C51	TOWN OF PROVIDENCE VILL	4,232,566.93	0.2074%	10
C17	CITY OF ROANOKE	7,511,005.83	0.3680%	18
C16	CITY OF SANGER	4,367,008.60	0.2140%	11
C34	TOWN OF SHADY SHORES	970,405.61	0.0475%	2
C37	CITY OF SOUTHLAKE	646,633.20	0.0317%	2
C28	CITY OF TROPHY CLUB	8,477,582.93	0.4154%	21
C44	CITY OF WESTLAKE	6,686.84	0.0003%	1
CITY TOTAL		\$434,266,611.29	21.28%	1069
TOTAL ALL JURISDICTIONS		\$2,040,884,156.89	100.00%	5000

Nominee Information
Denton Central Appraisal District Board of Directors

Your name has been submitted as a candidate for the DCAD Board of Directors. The term is for two years beginning January 1, 2020, and ending December 31, 2021. Please complete the following information and feel free to attach any additional information. **Please return this form by October 25, 2019, so that a copy can be sent to the jurisdictions with their voting ballot.**

Roy T. Atwood

Name

1816 Countryside

Address

Carrollton

75007

City

214-559-7399

Zip

Daytime Phone

214-616-0528

Evening Phone

1. Are you a resident of Denton County and have you resided in Denton County for at least two years immediately preceding the beginning of this term? **Yes**
2. Are you an employee of a taxing unit that participates in the Denton Appraisal District? **No**

Please provide work or personal experiences that would be applicable to serve on the DCAD Board of Directors.

I have resided in Carrollton, Texas since 1991. I served on various Boards and Commissions in

Carrollton over the last 20 years. I do not currently serve on any City Boards or Commissions.

I have served on the boards of various non-profit organizations, including currently serving on the

boards of My Possibilities and the Down Syndrome Guild of Dallas. I have been a licensed and

practicing attorney in the State of Texas since 1981. I was a partner with the international law firm

Jones Day in their Trial Practice section before taking early retirement and opening my own firm.

My practice focuses on commercial litigation. I have experience with employment matters,

construction litigation, property valuation and internal investigations. I have served on the DCAD

Board for the past two years and it would be my privilege to continue serving.

Return to:

Kathy Williams

Denton Central Appraisal District

P.O. Box 2816

Denton, TX 76202

Nominee Information
Denton Central Appraisal District Board of Directors

Your name has been submitted as a candidate for the DCAD Board of Directors. The term is for two years beginning January 1, 2020, and ending December 31, 2021. Please complete the following information and feel free to attach any additional information. **Please return this form by October 25, 2019, so that a copy can be sent to the jurisdictions with their voting ballot.**

Katherine Grote
Name

1105 Double Oaks Dr
Address

Double OAK 75077
City Zip

972 741 4999
Daytime Phone

Evening Phone

1. Are you a resident of Denton County and have you resided in Denton County for at least two years immediately preceding the beginning of this term? Yes/No
2. Are you an employee of a taxing unit that participates in the Denton Appraisal District? Yes/No

Please provide work or personal experiences that would be applicable to serve on the DCAD Board of Directors.

- Resident & home owner in Denton
County For 20 years

- Licensed Real Estate Agent

- Mom of two children Attending LISD
Schools

- Graduated From Texas A&M University, 1999

Return to:
Kathy Williams
Denton Central Appraisal District
P.O. Box 2816
Denton, TX 76202

Nominee Information
Denton Central Appraisal District Board of Directors

Your name has been submitted as a candidate for the DCAD Board of Directors. The term is for two years beginning January 1, 2020, and ending December 31, 2021. Please complete the following information and feel free to attach any additional information. **Please return this form by October 25, 2019, so that a copy can be sent to the jurisdictions with their voting ballot.**

David A. Johnson
Name

3612 San Paula Dr
Address

Flower Mound 75022
City Zip

817-675-7693
Daytime Phone

Same
Evening Phone

1. Are you a resident of Denton County and have you resided in Denton County for at least two years immediately preceding the beginning of this term? Yes/No
2. Are you an employee of a taxing unit that participates in the Denton Appraisal District? Yes/No

Please provide work or personal experiences that would be applicable to serve on the DCAD Board of Directors.

See attached

Return to:
Kathy Williams
Denton Central Appraisal District
P.O. Box 2816
Denton, TX 76202

Dear LISD School Board,

My name is David Johnson. I am a 25-yr resident of Flower Mound and I would like to be nominated as one of LISD's representatives to the Denton Central Appraisal District Board of Directors. I have been fascinated by the property tax valuation process in Texas for several years and feel this position is a good way to get more involved.

I am sending this email since I have a prior commitment on the evening of Monday September 10th and cannot attend your Board meeting. I realize most of you know me personally, but I thought it would be important to provide my qualifications for this position.

I have 20+ years of involvement in many community and charity based activities. Some of them are as follows:

- Cross Timbers YMCA Board – 10 yrs, Board Chairman for 3 years
- Wellington HOA Board of Directors – 6 yrs and several Officer Positions
- Flower Mound Planning & Zoning Commissioner – 10 yrs in three different appointments
- Active Rotarian for 10+ years
- Flower Mound Summit Club Member – 10 yrs
- LISD Facilities Advisory Committee 2016-2017
- Active in several area Chambers of Commerce
- Habitat for Humanity of Denton County -3 yrs, Currently Board President

I share all this with you to show that I am committed to the communities of Denton County and enjoy having contacts in many different areas. These are characteristics that exhibit the ability to learn in different situations, work well with a variety of people and lead in different parts of our community.

In addition to my community involvement, I believe my 20+ years of work experience as a banker has given me an appreciation for the valuations of real estate. When financing commercial buildings in the banking world many factors are taken into consideration. I believe this experience will prove beneficial as an LISD DCAD Board Appointee. Combined with my exposure to the vastly different land and residential values from work with Denton County Habitat for Humanity, this will provide me a good foundation for the DCAD Board.

We all know that property values and ad valorem tax rates continue to be in the political spotlight. It will be important to have experienced, community-minded representatives on the Board of Directors to insure fairness and transparency in the appraisal process. I hope you feel that my credentials fulfill that requirement. Please nominate me to one of LISD's DCAD Board of Directors appointments.

Best Regards,

David A. Johnson
817-675-7693
dajintx@verizon.net

Nominee Information

Denton Central Appraisal District Board of Directors

Your name has been submitted as a candidate for the DCAD Board of Directors. The term is for two years beginning January 1, 2020, and ending December 31, 2021. Please complete the following information and feel free to attach any additional information. **Please return this form by October 25, 2019, so that a copy can be sent to the jurisdictions with their voting ballot.**

DANNY MAYER
Name

2201 PRESTWICK AVE
Address

Trophy Club 76262
City Zip

817-995-5408
Daytime Phone

817-995-5408

1. Are you a resident of Denton County and have you resided in Denton County for at least two years immediately preceding the beginning of this term? **Yes/No**
2. Are you an employee of a taxing unit that participates in the Denton Appraisal District? **Yes/No**

Please provide work or personal experiences that would be applicable to serve on the DCAD Board of Directors.

SEE ATTACHED

Return to:
Kathy Williams
Denton Central Appraisal District
P.O. Box 2816
Denton, TX 76202

DANNY R. MAYER

I believe that I am a highly qualified candidate that possesses a wealth of knowledge and experience gained from his business experience, public service experience and his life experiences.

I am a 6th generation NATIVE TEXAN. My first years were spent on a cotton farm in the Panhandle of Texas before my family moved to Fort Worth when I was seven. Eventually, our family relocated to Smithfield, TX, which is now a part of North Richland Hills. I attended Richland High School prior to enlisting in the US Navy. I served honorably in the Navy, spent 21 months aboard two aircraft carriers, USS Kitty Hawk and USS Hancock, on station in the Gulf of Tonkin during the Vietnam War. The Air Group to which he I attached flew the first air strikes into North Vietnam. My entire enlistment was spent attached to US Navy Aviation Squadron VAW-11.

Following my discharge from the US Navy I became a Peace Officer for the State of Texas. My criminal justice training was received at the University of Texas in Austin. Following this I was commissioned as a Texas State Peace Officer by the Texas Commission on Law Enforcement Standards and Education. As rewarding as being a peace officer was it did not fulfill my desires to enter the business world and so I decided to change careers and pursue my dreams.

In 1970 I found my future when hired as a truck salesman by Hudiburg Chevrolet in North Richland Hills. During the next 41 years I served in many capacities within the Automotive Industry including serving as a Regional Director of Operations and District Vice President for AutoNation USA, the nation's largest automobile retailer. I also have been a Dealer/Operator of several dealerships. My responsibilities have included being totally accountable for producing annual revenues in excess of \$800,000,000, budgets in excess of 700,000,000 and the responsibility of 1,500 employees at 13 locations in 4 different states.

Over the years because of my ability to be innovative and creative I have received many awards and accolades. In addition I have been invited to make presentations to many dealer groups as well as being invited to be a presenter at the annual National Automobile Dealers Association convention. General Motors of Canada contracted me to assist them in designing a Customer Satisfaction Program that was implemented in every dealership in Canada.

QUALIFICATIONS: Exceptional ability to analyze data and make sound decisions based on factual and quantifiable input.

Public relations expert with precise and effective communication skills..

Superior organizational, management and financial analysis skills.

Extensive senior management experience.

WORK HISTORY:

Retired: 2010

During this time I have established a firearms company which I operate from my home. In 2010 I was issued a Texas Real Estate License (0612504-Currently Inactive)

Self Employed

Automotive Consultant

August 2006 to July 2010

Director of Infiniti Operations

Towbin Automotive Group, Las Vegas, Nevada

January 1, 2006 to August 1, 2006

After leaving Grubbs Infiniti I volunteered the last half of 2005 raising money for wounded soldiers and marines through a national charity. I joined the Towbin Auto Group, in Las Vegas, to take over and turnaround their two Infiniti dealerships that were failing in all departments. Positive results were almost immediate and we posted large increases in all departments at both dealerships. I left Towbin only after it became apparent that each time the profits increased the expense structure of the dealerships was adjusted accordingly. Since a large portion of my income was based on net profit I realized that this was not the organization I had hoped it would be.

General Manager

Grubbs Infiniti, Inc., Euless, Texas

General Manager

April 1999 to August 2005

Was contacted by George Grubbs Jr., my previous employer, and was asked to become the General Manager of his newly built and relocated Infiniti facility in Euless, TX. This dealership has since been the number one dealership in the Dallas District in Customer Satisfaction and has been in the top 5% nationally. In 2002 and 2003 Grubbs Infiniti was also in the top 2% in net profit for the Central Region. In 2004 Grubbs Infiniti was #1 in gross profit per unit and #1 in customer satisfaction in the Central Region. Grubbs was also #1 nationally in accessory sales as a result of a national Internet marketing program that I developed.

AutoNation USA, Ft. Lauderdale, Florida
Director of Operations, Central and Western Regions
District Vice President North Texas
November 1995 to July 2005

Was the first employee hired outside the Florida Corporate Office for retail operations. I was charged with the responsibility of opening the AutoNation USA retail facilities west of the Mississippi. I opened 13 of these facilities including the staffing responsibilities and oversaw their day-to-day operations. I was also involved in the purchase of several new car franchises, primarily in Southern California, during this same period.

Grubbs Enterprises, Bedford, Texas (Nissan, Chrysler, Jeep)
General Manager
January, 1991 to November 1995

Assumed the General Manager position of a dealership that had a CSI rating in the bottom 25% in the Dallas Zone, turnover was in excess of 150% a year. In 1993 the dealership set a record for profit, CSI improved and was in the top 10% nationally and, turnover dropped to less than 25%. The dealership has been the recipient of numerous awards for sales, service, and customer satisfaction and in 1994 awarded to the prestigious Masters award for leasing excellence and was the featured dealership at Chrysler Corporation's annual seminar held in Palm Springs in April 1994.

Rodger Meier Cadillac, Dallas, Texas
General Sales Manager, August 1986 to January 1991

A highly respected dealership with an impeccable reputation. The dealership had been successful in the sale of new Cadillacs since opening in 1968 but had not shown a profit in pre-owned sales for seventeen (17) years. An aggressive marketing plan was put into effect that focused on three elements; sales personnel, advertising and inventory. The success of the program was very rapid and exceeded all expectations. The dealership was one of the premier used car operations in the DFW area. When Cadillac introduced Allante in 1987 an in-house lease program was designed, to take advantage of the Guaranteed Resale Value Plan. This plan was advertised nationally utilizing American Way magazine. Rodger Meier Cadillac delivered more Allantes than any other dealership in the nation up to the time that the car was discontinued.

In 1987 Rodger Meier surpassed Sewell Cadillac in CSI and maintained that position until my departure in 1991.

HONORS AND AWARDS:

Selected in 1990 by General Motors of Canada to address their dealers on CSI and assist in implementing Partnership 2000.

Number One in CSI, Cadillac Southwest Zone

Number One in Sales, Cadillac Southwest Zone

Number One in Allante Sales, Cadillac National

Pacesetters, Chrysler Corporation

Five Star Service Award, Chrysler Corporation

Service Excellence Award, Chrysler Corporation

Masters Award for Leasing, Chrysler Corporation

Number One in CSI, Infiniti Central Region

Number One in GP JR, Infiniti Central Region

Numerous other factory awards and recognition for achievements in sales, CSI and customer and employee retention

MILITARY SERVICE: United States Navy, Honorable Discharge

EDUCATION: University of Texas, Austin Criminal Justice
Commissioned State Peace Officer, Texas Commission on Law Enforcement Standards and Education

COMMUNITY SERVICE:

City of Southlake: Zoning Board of Adjustment

Serve on Board of Colleyville Chamber of Commerce

Serve as National Advisor for Salute America's Heroes

Co-founder Salute America's Heroes Texas

Town of Trophy Club, Town Councilman

Nominee Information
Denton Central Appraisal District Board of Directors

Your name has been submitted as a candidate for the DCAD Board of Directors. The term is for two years beginning January 1, 2020, and ending December 31, 2021. Please complete the following information and feel free to attach any additional information. **Please return this form by October 25, 2019, so that a copy can be sent to the jurisdictions with their voting ballot.**

Joel McGregor
Name

8921 E Sam Lee Ln
Address

Northlake 76262
City Zip

817-994-8600
Daytime Phone

Evening Phone

1. Are you a resident of Denton County and have you resided in Denton County for at least two years immediately preceding the beginning of this term? Yes/No
2. Are you an employee of a taxing unit that participates in the Denton Appraisal District? Yes/No

Please provide work or personal experiences that would be applicable to serve on the DCAD Board of Directors.

Precint Chair #4035 6 years
Nominated for this position by Northlake City Council

Return to:
Kathy Williams
Denton Central Appraisal District
P.O. Box 2816
Denton, TX 76202

Nominee Information
Denton Central Appraisal District Board of Directors

Your name has been submitted as a candidate for the DCAD Board of Directors. The term is for two years beginning January 1, 2020, and ending December 31, 2021. Please complete the following information and feel free to attach any additional information. **Please return this form by October 25, 2019, so that a copy can be sent to the jurisdictions with their voting ballot.**

Laura McGregor
Name

8921 E Sam Lec Ln
Address

Northlake 76262
City Zip

817-994-9328
Daytime Phone

Evening Phone

1. Are you a resident of Denton County and have you resided in Denton County for at least two years immediately preceding the beginning of this term? **Yes/No** ☒ Yes ☐ No
2. Are you an employee of a taxing unit that participates in the Denton Appraisal District? **Yes/No** ☒ Yes ☐ No

Please provide work or personal experiences that would be applicable to serve on the DCAD Board of Directors.

Currently serving Northlake CDC
Nominated for this position by Northlake City Council

Return to:
Kathy Williams
Denton Central Appraisal District
P.O. Box 2816
Denton, TX 76202

Nominee Information
Denton Central Appraisal District Board of Directors

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GEORGE H. PRYOR
Name

957 PASATIEMPO DRIVE
Address

FRISCO, TX 75036
City Zip

214-548-7581 (CELL)
Daytime Phone

214-469-1473
Evening Phone

1. Are you a resident of Denton County and have you resided in Denton County for at least two years immediately preceding the beginning of this term?

Yes/No

2. Are you an employee of a taxing unit that participates in the Denton Appraisal District? Yes/No

Please provide work or personal experiences that would be applicable to serve on the DCAD Board of Directors.

CURRENTLY IN THE FINAL STAGES OF MY FIRST TWO YEAR
TERM AS A MEMBER OF THE DENTON COUNTY APPRAISAL DISTRICT
BOARD OF DIRECTORS

NINETEEN YEARS RETIRED FROM A SENIOR EXECUTIVE PAYROLL
POSITION OF A TEN BILLION DOLLAR (N.Y. STOCK EXCHANGE MEMBER)
INTERNATIONAL LENDER.

MANY YEARS INVOLVED WITH REVIEWING PROPERTY VALUES -
BOTH RESIDENTIAL AND COMMERCIAL.

HAVE BEEN SVP RUNNING DIFFERENT REGIONS THROUGHOUT USA.
DEVISING FIVE YEAR BUSINESS PLANS WAS AMONG OTHER
RESPONSIBILITIES.

Return to:
Kathy Williams
Denton Central Appraisal District
P.O. Box 2816
Denton, TX 76202

Nominee Information
Denton Central Appraisal District Board of Directors

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Michael Savoie

Name

8132 Florance Road

Address

Northlake 76247

City Zip

940-594-6637

Daytime Phone

940-594-6337

Evening Phone

1. Are you currently a resident of Denton County and have you resided in Denton County for at least two years immediately preceding the beginning of this term?

☒ Yes ☐ No

2. Are you an employee of a taxing unit that participates in the Denton Appraisal District? Yes ☒ No

Please provide work or personal experiences that would be applicable to serve on the DCAD Board of Directors.

Currently serve as a non-voting member of the DCTA Board of Directors

Resident of Northlake, Denton County for 24 years

Former 4-term Mayor of Northlake

President & CEO of HyperGrowth Solutions, Inc., a Denton County business since 1998

Current Clinical Professor of Operations, Logistics, and Supply Chain Management at UNT

Appointed by Rick Perry to the TG Board of Directors, 2008-2013

Served as Budget, Finance and Audit Chair of the TG board, with oversight of a \$180M budget and \$700M loan portfolio

Founding member of Northwest Communities Partnership. Served as first Treasurer

Former Board member, Upper Trinity Regional Water District

Former Board member, Trinity River Authority Board of Advisors

Involved in economic development in Denton County including Robson Ranch and Texas Motor Speedway

Return to:
Kathy Williams
Denton Central Appraisal District
PO BO 2816
Denton, TX 76202

Michael J. Savoie, Ph.D.
michael@hgsonline.com
940-594-6637

Dr. Savoie is President and CEO of HyperGrowth Solutions, Inc., a company specializing in the integration of business and technology for competitive advantage. He is also a Clinical Professor in Operations, Logistics, and Supply Chain Management at the University of North Texas.

Dr. Savoie has over 25 years of experience in Executive Management, Strategic Planning, Cybersecurity/Risk Management, Information Systems & Data Analytics, Engineering, Operations Management, Quality, and Training. He is an internationally recognized public speaker, serves as a consultant to numerous companies, and is an advisor to federal, state, and local governments.

Prior to starting HGS, Dr. Savoie was a co-founder and served as Chief Operating Officer of Integrated Resources Group, Inc., a nuclear power consulting government contractor focusing on strategic positioning, information technology and training. At IRG, Dr. Savoie performed work for a myriad of public and private enterprises and oversaw all in-house functions, including accounting, finance, legal, compliance, and human resources.

Dr. Savoie was appointed by Texas Governor Rick Perry to the Texas Guaranteed Student Loan Corporation Board of Directors in 2008 and reappointed in 2011. While on the board, he served as Chair of the Budget, Finance and Audit (BFA) committee, overseeing roughly \$30 billion in federal student loans, a \$700 million loan portfolio, and an operating budget of \$180 million per year.

Dr. Savoie served 4 terms as Mayor of the Town of Northlake as well as one term on the city council. He was a founding member of the Northwest Communities Partnership and served as its first Treasurer. Dr. Savoie also served on various boards and commissions in Texas including the Upper Trinity Regional Water District Board of Directors, the Trinity River Authority Board of Advisors, various Mayor's councils and road coalitions. He was involved in economic development in Denton County, Texas, including Texas Motor Speedway and Robson Ranch. Dr. Savoie also co-authored the award-winning Northlake Strategic Master Plan.

Dr. Savoie is an award-winning teacher and the author of over 150 articles, chapters, and books on information technology, data security, electronic commerce, quality, operations management, and continuous improvement, among others. His current research and writings explore the role of information technology in organizational transformation. The second edition of his book *Building Successful Information Systems: Five Best Practices to Ensure Organizational Effectiveness and Profitability* was published by Business Expert Press in July 2016. In April 2015, he presented at TEDxUVU on Modularity and the Internet of Things (<https://www.youtube.com/watch?v=gwEvN3fXPp0>).

Dr. Savoie has a bachelor's degree in Mechanical Engineering, an MBA, and a Ph.D. in Operations Management with a Business Computer Information Systems support.

Industry Sector Experience: Cybersecurity, Information Technology/ICT, Energy (traditional and alternative), Engineering, Manufacturing, Quality, Education, Training, E-Commerce, Utilities, Government and Non-Profit

Nominee Information
Denton Central Appraisal District Board of Directors

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Name Kelly Sayre
Address 1603 Fairway Drive
City Corinth, TX Zip 76210
Daytime Phone 940-368-1707
Evening Phone 940-368-1707

1. Are you a resident of Denton County and have you resided in Denton County for at least two years immediately preceding the beginning of this term? ☒ Yes ☐ No
2. Are you an employee of a taxing unit that participates in the Denton Appraisal District? ☒ Yes ☐ No

Please provide work or personal experiences that would be applicable to serve on the DCAD Board of Directors.

34 years as owner/operator of multiple
TX locations involved in furniture & appliance leasing.
Consequently, had significant interaction with
Appraisal districts in a dozen different counties
I served on our National Trade Association Board.
I was also Chairman of the Board of our Texas (APRO),
State Association (Texas Association of Rental Agencies (TARA)).
Broad experience with financial accounting and
compliance for a \$13 million annual revenue company.
My wife Becky and I have been married for 49 years

Return to: " AND HAVE lived in the same house in Corinth 23 years,
Kathy Williams
Denton Central Appraisal District
P.O. Box 2816
Denton, TX 76202
Nominated by County Judge, Andy Eads.



Arthur K. (Kelly) Sayre

Retired Small Business Owner and Commercial Real Estate Investor

1603 Fairway Dr.
Corinth, Texas 76210
Tel: 940.368.1707

E-mail: rto_82@yahoo.com

Kelly Sayre is a native Texan, born Breckenridge. He and his wife Becky have been married for 49 years and have lived in the same house in Corinth for 23 years. They have 3 children and 5 grandchildren.

Kelly is a 1969 graduate of Mac Arthur High School in Irving and attended the University of Texas at Arlington. He has hundreds of hours of continuing education in his retail specialty. Over his 34 year career he gained broad experience in business negotiations, purchasing, advertising, finance and financial accounting.

Kelly worked and lived the American Dream. He began in business in 1982 as a co-owner of an independent retailer in the furniture and appliance leasing business. In 1996 he helped arrange the sale of the company to a national Fortune 500 company. Shortly thereafter, he founded another company in the same business which grew to 10 Texas locations in 9 years. In 2006 Sayre converted his operation to a franchise of a national public company. By 2008, competing with nearly one hundred other franchisees, Kelly was awarded "National Franchisee of the Year." Kelly also served on the industry's National Association's Board of Directors and served as State President and later as Chairman of the Board of the Texas Association of Rental Agents. In April of 2015, Kelly sold his nine Texas stores to retire and dedicate his time to his family and family investments.

Over the years, Kelly has been active outside his business:

Life member and former regional governor of American Business Clubs (AMBUCS)

Commercial real estate investor

Participated in over 100 grassroots lobbying sessions with legislators in Austin and Washington D.C.

Candidate for county-wide office in 2016

Member or associate member of 5 Denton County Republican clubs

Former First Vice-Chair of Finance for the Denton County Republican Party

Current GOP Precinct Chair and Area Leader for Corinth

Attends St. Mark Catholic Church in Argyle

Nominee Information
Denton Central Appraisal District Board of Directors

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Charles Stafford

Name

1903 Williamsburg Row

Address

Denton

76209

City

Zip

940-595-7253

Daytime Phone

Evening Phone

1. Are you a resident of Denton County and have you resided in Denton County for at least two years immediately preceding the beginning of this term? **Yes**
2. Are you an employee of a taxing unit that participates in the Denton Appraisal District? **No**

Please provide work or personal experiences that would be applicable to serve on the DCAD Board of Directors.

I currently serve on the Denton ISD's Board of Trustees.

I have a real estate broker's license.

I have served on the CAD's Board of Directors for 16 years.

I'd be delighted to answer any questions. My cell phone is 940-595-7253.

Return to:
Kathy Williams
Denton Central Appraisal District
P.O. Box 2816
Denton, TX 76202

Nominee Information
Denton Central Appraisal District Board of Directors

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David Terre
Name

3941 Teal Cove Lane
Address

The Colony 75056
City Zip

972-740-4526
Daytime Phone

same
Evening Phone

1. Are you a resident of Denton County and have you resided in Denton County for at least two years immediately preceding the beginning of this term? ☒ Yes ☐ No
2. Are you an employee of a taxing unit that participates in the Denton Appraisal District? ☒ Yes ☐ No

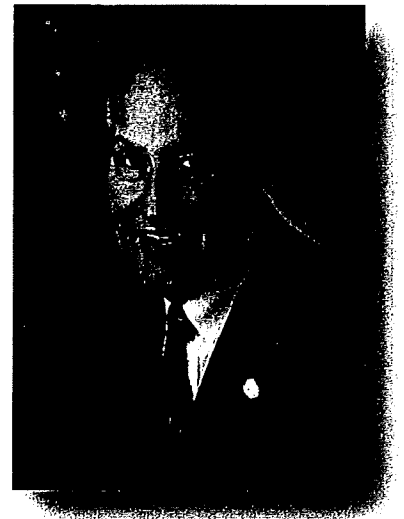
Please provide work or personal experiences that would be applicable to serve on the DCAD Board of Directors.

* Please see attached resume *

Return to:
Kathy Williams
Denton Central Appraisal District
P.O. Box 2816
Denton, TX 76202

David Terre

3941 Teal Cove
The Colony, Texas 75056
972-740-4526
terre.david@yahoo.com



OBJECTIVE

If elected to a fourth term, I will continue to work hard, be organized, use common sense, and always apply the golden rule. This approach has enabled me to make significant contributions during my previous three terms.

EDUCATION

Drake University/ Moberly Community College
BS-Business Administration and a Minor in economics

EMPLOYMENT HISTORY

Vice President of Sales | Wilson Sporting Goods
Retired

46 Year Career

Successfully retired after a wonderful 46 year career where I rose through the ranks to become Vice President of Sales responsible for all domestic sales.

- Directed European Sales Operations while living in Germany
- Experience in Marketing
- Achieved successful coordination of new product introductions
- Managed West Coast Distribution Operations

LEADERSHIP

The Colony City Council

2011-Present

- 2011 - Received the honor of being elected Mayor Pro Tem during my first term on City Council
- 2012 - Appointed to the Local Development Corporation Board of Directors to oversee new Grandscape (Nebraska Furniture Mart) Development
- 2013 - First Council Member from The Colony, Texas to be elected and serve on the Denton County Tax Appraisal District Board of Directors
- 2017 - Reelected to an uncontested 3rd term on City Council

The Colony Planning & Zoning Commission

2008-2011

- Served as Vice Chair

HONORS

- 1982 – Drake University Basketball Hall of Fame
- 1994 – Moberly Community College Basketball Hall of Fame
- 1995-2003 – Three-time Senior Olympics Gold Medal Winner for USA Basketball Team
- 1999 – Wilson Wall of Fame Honor
- 2007- Moberly Community College Outstanding Alumni of the year
- 2013 –Washington High School Hall of Fame
- 2018 –Roaring Lambs Hall of Fame

DCAD ACCOMPLISHMENTS

I have worked with my fellow Board Members to achieve the following meaningful results:

- Ensure a Quorum is established by being present at each meeting while achieving perfect attendance record.
- Make informed decisions doing the necessary preparation prior to each meeting
- Assisted in developing an Annual Operating Budget to ensure spending stays within budgeted funds while always looking for opportunities to reduce expenses
- Participate in the development and evaluation of the Chief Appraisal Officer each year
- To better serve Denton County Property owners, opened a convenient offsite location in the Lewisville Career Center to handle property tax protests
- Launched an online service permitting property owners to file property tax protests electronically
- Implemented a successful, structured flex work schedule as a benefit and morale Booster for ALL employees

Nominee Information
Denton Central Appraisal District Board of Directors

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Tom Washington
Name

1805 Countryside
Address

Carrollton 75007
City Zip

972-849-6947
Daytime Phone

972-849-6947
Evening Phone

1. Are you a resident of Denton County and have you resided in Denton County for at least two years immediately preceding the beginning of this term? **Yes/No** Yes
2. Are you an employee of a taxing unit that participates in the Denton Appraisal District? **Yes/No** No

Please provide work or personal experiences that would be applicable to serve on the DCAD Board of Directors.

Director and Secretary: DCAD Board of Directors (2011-2013)
Trustee and Secretary: Denton County Mills Board of Trustees
Denton County Special Indemnification Commissioner
Treasurer, Republican Party of Texas
National Treasurer, National Society of Washington Young Democrats
National Partner, B2B CFO
Past: LISD Bond Issue Campaigns Co-Chair - & Treasurer
Certified Public Accountant - Current Licensee
Texas Real Estate Broker - Current Licensee

Return to:
Kathy Williams
Denton Central Appraisal District
P.O. Box 2816
Denton, TX 76202

BRYAN C WEBB

bcwebb57@gmail.com

972.816.5661

4112 High Rd

Flower Mound, TX 75022

October 16, 2019

CV/Resume in support of a seat on the Denton County Central Appraisal District's Board of Directors

Corporate Experience: Retired, 28 Years Nissan Motor Acceptance Corp.

Strategy and Planning Manager – Remarketing Department.

- Developed strategies and monitored execution plan performance for the sale of 29,000 off-lease vehicles every month.
- The asset value carried on the company's balance sheet averaged \$400 to \$450 million.

Manager – Credit Risk Management.

- Developed and implemented credit decision automation and risk assessment algorithms for 1.2 million credit applications and \$12-15 billion worth loan and lease contract originations annually.
- Monitored loss and delinquency rates against budgeted objectives and historical performance.
- Communicated to executive team current performance, anticipated trends, and broader economic issues that could impact the company's \$50 billion portfolio of consumer contracts.

Municipal Experience – 21 Years appointed and elected positions

City of Lewisville

- Transportation Commission, Board of Adjustment, Planning and Zoning, and Chair Blue Ribbon Bond Committee

Town of Flower Mound

- Transportation Commission, Board of Adjustment, Planning and Zoning
- Elected to Town Council in 2012. Served three terms, fulfilling the charter established term limitation in 2018

Civic Engagement

Flower Mound Summit Club – The oldest civic organization in Flower Mound for twelve years.

- Academic Excellence Awards for 5th and 8th grade students
- Robotic Club Sponsorships for Middle and High School teams
- Boy Scout Troop Sponsorships
- Community Events – Prepared 5,400 hotdogs for Lewisville ISD's Back to School Fair.
- Financial and activity support for other community based organizations including WTF-Winning the Fight, the Flower Mound Police and Fire Associations, Communities in Schools, Keep Flower Mound Beautiful and High School Football booster clubs.

Personal and Professional References available upon request.

Nominee Information
Denton Central Appraisal District Board of Directors

Name Rick Woolfolk

Address 115 West College

City Denton Zip 76201

Daytime Phone 940-382-5500

Evening Phone 940-391-3728

1. **Are you a resident of Denton County and have you resided in Denton County for at least two years immediately preceding January 1, 2020?** ☒ **Yes** (June 1980)
2. **Are you an employee of a taxing unit that participates in the Denton Appraisal District?** ☒ **No**
(I am an Independent Contractor for Raymond James Financial Services, Inc.) (I have no family members or clients who work for the Denton Appraisal District)

List below work or personal experiences that would be applicable to proposed service on the DCAD Board of Directors. Feel free to attach additional information if needed.

I have been in the financial business here in Denton for over 39 years. (Arrived in June 1980)

I have served on many boards and commissions in Denton, to include the Denton Enterprise Airport Board for over 25 years, and was the Chair for most of those years. It was a time when massive growth was experienced at the Airport. Other Boards include Denton Meals on Wheels/Span Board; I was chair for over 4 years. I have been a member of the Denton Rotary Club since October 1980, and have been Secretary, Vice President and President in 1987-1988. Other Boards include Denton Civic Ballet, St Andrews Presbyterian Organ Committee, North Texas State Fair Commercial Exhibits Committee Chair for five years.

I was elected to the Denton Independent School Board in May 1997 and served until May 2006; I was Secretary, Vice President and President for two years during my tenure. I was a major force in changing the way the school district financed bonds and have been credited as saving the school district over \$200 million dollars since those changes were established in 1999. I was also elected to the Texas Association of School Boards and served for six years. During that time, I was the Chair of the Lone Star Investment Pool, a Money Management Fund. It was 2 billion dollar fund that grew to 6 billion dollars under my leadership as Chair. It was the largest municipal investment pool in

America at the time. I helped move the management of the money to two different providers to achieve better returns for the school districts.

I previously was a member of the Denton Central Appraisal District for 4 or 5 years and instituted several improvements in management during that time. We also reviewed the safety of the retirement plan to insure the public entities would not get a surprise assessment to keep the plan healthy in the future. I asked for a joint meeting between the public entities of all jurisdictions and the CDAB to hear issues the taxing entities might have.

I was also appointed by the City of Denton to be the alternate representative to the Denton County Transportation Authority and served about 18 months.

I own property in the City of Denton and have never filed a protest, when I was a member of the Denton Central Appraisal Board, as I did not feel my case could be considered without pressure on the staff.

I am a member of the Civil Air Patrol, an Auxiliary of the United State Air Force. I have held many positions of leadership over the last 20 years. I was the Incident Commander for CAP's response to Hurricane Harvey, overseeing 70 aircraft from 17 different states that took over 375,500 photographs to assess the damage inflicted by the storm. These photographs helped the State of Texas and FEMA respond to the damage that had been inflicted upon Texas. I am currently the Logistics Section Chief for the Hurricane Dorian damage in Florida and other areas. I deal with difficult situations and help solve problems to insure proper response when CAP is called upon to respond.



CITY COUNCIL
AGENDA MEMO

Prepared By: John Cabrales Jr, City Manager

December 12, 2019

Hiring of a Public Works Superintendent

DESCRIPTION:

Receive a report, hold a discussion, and act to approve the City Manager's appointment and employment of a Public Works Superintendent.

BACKGROUND INFORMATION:

In October 2019, Devin Shields submitted his resignation as the City's Public Works Superintendent in order to accept a position with the Lake Cities Municipal Utility Authority. The City posted the position and a pool of five applicants were selected as qualified, but two declined because of the salary range and one never returned our calls. Two applicants were interviewed and the interview committee all agreed that Layne Cline had the knowledge, skills and abilities to perform the duties of Public Works Superintendent.

He is currently employed as the Street Operations Supervisor at the City of Highland Village, where he is responsible for multiple work crews for the maintenance and repair of streets, drainage and signs. Layne also ensures the city's compliance with MS4 permitting, and the inspection of new streets and infrastructure. He has a Bachelor of Science in Business Management and Entrepreneurship and is working on a Master's in Public Administration. Attached is Layne's Resume.

Article 4, Section 4.01.02 (Responsibilities and Powers), of the City Charter requires the city council to approve the hire of a department administrator. The City Manager has made a preliminary job offer to Layne contingent upon the confirmation by the City Council and successfully passing a mandatory drug screen and background check. Unfortunately, Layne will be out of town and will not be able to attend the December 12, city council meeting, but is awaiting a phone call or email should you have any questions for him.

ARTICLE 4. ADMINISTRATIVE SERVICE

Section 4.01.02. *Responsibilities and Powers.*

The city manager shall be responsible for the proper administration of the affairs of the city and shall have the power and duty to:

- 1) Appoint, hire, suspend, and/or terminate department administrators with approval by a simple majority of the city council;

FINANCIAL CONSIDERATION:

Starting salary range for this position is \$60,000 to \$65,000 annually plus benefits.

RECOMMENDED MOTIONS:

I move to **approve/deny** the City Manager's appointment and employment of Layne Cline as the Public Works Superintendent for the City of Lake Dallas.

ATTACHMENT(S):

1. Public Works Superintendent Job Announcement
2. Resume of Layne Cline



Public Works Superintendent

Department: **Public Works**

FLSA Status:

Exempt

Revised Date: **October 2019**

Salary:

Based on Qualifications

GENERAL PURPOSE: Under limited supervision, performs complex management and technical duties with responsibility for overseeing the operation and management of the Streets & Drainage and Parks Departments, as well as city facility maintenance and fleet management, and assures that department activities are in compliance with state and federal regulations, and city policies and procedures. This is a management position that reports to the City Manager.

PRIMARY DUTIES AND RESPONSIBILITIES:

*The following duties **ARE NOT** intended to serve as a comprehensive list of all duties performed but are intended to be a representative summary of the primary duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties. Duties are subject to possible modification to reasonably accommodate individuals with disabilities.*

- Directs, instructs, schedules, reviews, and evaluates the work activities of subordinate personnel and provides training on the proper use of light/heavy equipment, trucks, power equipment, and materials used in the construction, maintenance and repair of street/drainage and park facilities.
- Monitors and directs the construction, repair and maintenance of streets, alleys, sidewalks, curbs, screening walls, drainage ways, drainage pipes, box culverts and retaining walls, according to city standards.
- Maintains records of work performed, materials used, and labor costs for work management system; coordinates repair and maintenance of equipment.
- Prepares and provides estimates for construction projects.
- Reviews work sites to ensure safety standards and division and city procedures are enforced.
- Oversees and manages the daily operations of the Parks Department, including directing and monitoring of contracted service providers.
- Directs and oversees maintenance of landscaped areas around city buildings and roads, roadside mowing, and management of city right-of-ways.
- Provides input on capital projects including developing budgets and cost analysis.
- Assists in the implementation of the Park & Open Space Master Plan.
- Reviews general program results with subordinates and determines or recommends revisions in work priorities and reassignment of personnel and equipment.
- Liaisons and/or works with sports associations, community organizations and City Boards and Commissions in matters concerning city parks, facilities and related properties.
- Oversees the maintenance scheduling of all non-police vehicles and motorized equipment.
- Plans, organizes and directs facilities maintenance operations, functions and renovation projects in city buildings.
- Helps develop and oversee the five-year C.I.P. (Capital Improvement Plan) for facilities, fleet and parks.
- Will be required to attend City sponsored events, City Council and advisory board meetings and other meetings as needed outside regular business hours, including evenings, weekends and holidays.

JOB DESCRIPTION

- Prepares, submits, and monitors annual departmental budgets. Analyzes financial information for future construction, maintenance program needs and projections for capital equipment and project needs.
- Maintains the integrity, professionalism, values and goals of the City by assuring that all rules and regulations are followed, and that accountability and public trust are preserved.
- Investigates citizens' complaints and takes/recommends appropriate action.
- Cooperates with co-workers professionally to accomplish work efficiently and effectively.
- Has regular attendance; attendance is a factor in continued employment with the City.
- Recommends selection, promotion, discharge, and other appropriate personnel actions. Conducts performance evaluations for assigned staff.
- Responds under emergency conditions.
- Performs other duties as assigned or required.

MINIMUM QUALIFICATIONS:

Education and Experience:

Bachelor's degree in related field; AND at least four (4) years of progressively responsible experience in street and drainage construction and parks operations and maintenance; two (2) years of which is in a managerial or supervisory role

OR

Any combination of related education, experience, certifications and licenses that will result in a candidate successfully performing the essential functions of the job.

Conditions of Employment:

- Must have a valid Class "C" Driver's License and valid state required minimum automobile liability insurance prior to employment.
- Must pass a drug test, driver's license check, criminal history background check, and social security number verification check.

Preferences:

- A bachelor's degree in civil engineering preferred
- Ability to speak, read and write Spanish would be an asset.
- Possession of a Class "B" Driver's License would be an asset.
- Emergency Management Training (ICS & NIMS)
- Certified Stormwater Inspector training is an asset.
- Proficiency in Microsoft Word, Excel, and PowerPoint.

Required Knowledge of:

- City organization, operations, policies and procedures.
- Principles and practices of administrative management, including personnel rules, procurement, contract management, risk management and employee supervision.
- Record keeping and file maintenance principles and procedures.
- Knowledge of MS4 best management practices inspection, repair, and maintenance practices and procedures.
- Knowledge of general construction practices and methods.
- Knowledge of basic heavy equipment and power tool operation and maintenance.

JOB DESCRIPTION

- Knowledge of occupational safety and health regulations and practices.
- Knowledge of computers and related equipment, hardware and software.
- Customer service standards and protocols.

Required Skill in:

- Reading, interpreting, understanding and applying accounting standards and procedures, applicable Federal and state rules and regulations, and City policies and procedures.
- Analyzing City needs and prioritizing budget expenditures.
- Skill in effective oral and written communications.
- Skill in reviewing plans and specifications to determine estimates of time, materials and equipment necessary to complete work orders and construction projects.
- Skill in planning, coordinating and implementing multiple maintenance, repair and construction projects.
- Skill in training, developing and motivating staff, as well as effectively supervising and delegating duties to staff.
- Using initiative and independent judgment within established procedural guidelines.
- Presenting and defending budget recommendations and information in public meetings.
- Operating a personal computer.
- Establishing and maintaining cooperative working relationships with co-workers and elected officials. Use of discretion and tact in communication with the public, elected officials and employees.
- Assessing and prioritizing multiple tasks, projects and demands.
- Effective communication, both verbal and written.

Physical Demands / Work Environment:

- Physical requirements include occasional lifting/carrying of twenty to fifty pounds; visual acuity, speech and hearing; hand and eye coordination and manual dexterity necessary to operate a computer keyboard and basic office equipment.
- Work is performed in an office and at construction site environments, including park sites.
- May be subject to exposure to extreme weather conditions.

This job description is not an employment agreement, contract agreement, or contract. Management has exclusive right to alter this job description at any time without notice.

Layne Cline

214.475.6157 | l.t.cline@hotmail.com | 726 Texas Oak Trail, Lake Dallas, Texas 75065

10/21/2019

City of Lake Dallas, Texas
Human Resources or Hiring Manager
212 Main Street
Lake Dallas, TX 75065

To Whom It May Concern,

I am writing to express my interest in the Public Works Superintendent position with City of Lake Dallas, Texas. I saw the job posting online and thought that my personal skills and professional experiences in Public Works as a public servant would be an ideal match for this position.

In total, for the past six years, I have served internal and external customers of several municipalities and I absolutely enjoy serving the public and their needs. I am currently responsible for supervising the work of multiple crews that maintain and repair street infrastructure, drainage infrastructure, signs and markings within the city limits. Some other responsibilities I maintain are reporting weekly to the City Manager's office on current upcoming projects, serving as a coordinator on the safety committee, monitoring the division's annual budget- with both short-term and long-term projections, as well as personally interacting and responding to the public's questions and concerns.

I have obtained my Bachelors of Science Degree in Business, with a Certificate in Business Management and Entrepreneurship. I intend to continue my education towards an MPA in Public Administration, with my expected graduation in the Spring of 2021. I aspire daily to bring my knowledge and skills to a municipality that has a successful opportunity like this one.

I have attached my resume and necessary certificates for your review and I am looking forward to scheduling an interview with your department about the position. Thank you for your time and consideration.

Sincerely,

Layne T. Cline

Layne Cline
l.t.cline@hotmail.com
214.475.6157

SUMMARY

Searching for a highly rewarding career, where I can use my knowledge and skills to benefit an organization and its employees in successfully providing the best service to the residents and customers of Lake Dallas.

WORK EXPERIENCE

2014-Present City of Highland Village Highland Village, TX

-Street Operations Supervisor

- Responsible for supervising the work of multiple crews that maintain and repair street infrastructure, drainage infrastructure, signs and markings within the city limits.
- Oversee and inspect construction projects, adjust and manage budget line items for fiscal responsibility, asset management, division compliance with employee policy, safety and conduct the hiring and termination process.
- Ensure City compliance with MS4 TCEQ Stormwater permitting and implementing BMP's.
- Conducts inspections for pavement condition indexing, construction for new residential development and contractors within the right of way.

2013-2014 City of Frisco Frisco, TX

-Utilities Tech II/ Equipment Operator

- Replaced Water and Sewer services and main lines, performed various work tasks as delegated from the Crew Leader. Complete work orders and assisting Crew Leader with material orders.

2012-2012 Envirotec Construction Service Argyle, TX

-Equipment Operator/Shop Mechanic

- Excavated, backfilled and compacted dirt for residential housing.

2008-2015 United States Marine Corps Oceanside, CA

-Platoon Sergeant/Equipment Operator

- Supervised and participated in various street repair and maintenance projects.
- Obtained Government Certificates to operate heavy equipment during engineer school.

EDUCATION AND LICENSES

2015-Present University of Phoenix Tempe, AZ

- Master in Public Administration (MPA) expected graduation in Spring 2021
- Bachelor of Science- Business Management and Entrepreneurship

2019-Present Code Enforcement Officer

- Completed TEEEX Basic Code Course and have been enforcing ordinances for nearly two years.

2017- Present Certified Stormwater Inspector

- Enforcing MS4 and conducting inspections within city limits.

2015- Present National Highway Institute Web-based Training

- Completed 65+ credit hours on various training pertaining to: asset management, highway maintenance, traffic operations and flagging

2012-2015 North Central Texas College Corinth, Texas

- Associate of Arts- General Studies and Business Management

2009- 2015 Engineer Equipment School Ft. Leonardwood, MO

- Graduated engineer school with various equipment certificates and construction site planning.

STRENGTHS AND ABILITIES

- Computer Skills- Expert proficiency with programs such as Microsoft Office, ArcGIS and CityWorks. Intermediate proficiency with McLane budget software
- Safety First- I believe that there is no time frame or rush job that should compromise the safety of any employee or equipment.
- Patient and Understanding- Maintain a professional and pleasant demeanor at all times.

University of Phoenix

*Upon the recommendation of the Faculty,
University of Phoenix does hereby confer upon*

Layne Cline

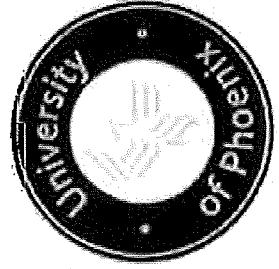
the degree of

Bachelor of Science in Business

with all the rights, honors and privileges therunto-appertaining.

*In witness whereof, the seal of the University and the signatures as authorized
by the Board of Trustees, University of Phoenix, are herunto-affixed,
this thirty-first day of August, in the year two thousand eighteen.*

[Signature]
Chairman, Board of Trustees



[Signature]
President

Honorable Discharge



from the Armed Forces of the United States of America

This is to certify that

LANCE CORPORAL LAYNE T CLINE 8905

was Honorably Discharged from the

United States Marine Corps

on the 19th day of July 2015 This certificate is awarded

as a testimonial of Honest and Faithful Service

Helen A. Pratt

Helen G. Pratt
Brigadier General, USMC
Commanding General

CERTIFIED STORMWATER INSPECTOR

LAYNE CLINE

HAS BEEN AWARDED THIS CERTIFICATE OF ACHIEVEMENT FOR HAVING
SUCCESSFULLY COMPLETED ALL REQUIREMENTS OF THE
NATIONAL STORMWATER CENTER TRAINING COURSE

THIS CERTIFICATION IS EFFECTIVE FOR A PERIOD OF FIVE YEARS AND
INCLUDES 1.2 CONTINUING EDUCATION UNITS (CEUS)

DISCIPLINES DEVELOPED:
STORMWATER PERMIT COMPLIANCE
AND INSPECTIONS OF INDUSTRIAL
ACTIVITIES, COMMERCIAL FACILITIES,
CONSTRUCTION PROJECTS, AND
MUNICIPAL OPERATIONS



POLLUTION PREVENTION
ILLEGIT DISCHARGE DETECTION AND
ELIMINATION
PUBLIC EDUCATION AND INVOLVEMENT
CONSTRUCTION
POST CONSTRUCTION

Michelle Lomax

8287

SEPTEMBER 29, 2017

MICHELE LOMAX, DIRECTOR OF OPERATIONS

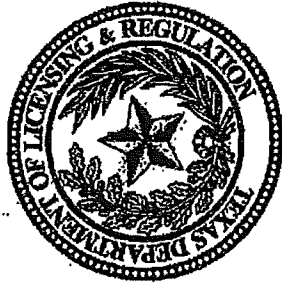
CERTIFICATE NUMBER

DATE

THE NATIONAL STORMWATER CENTER
107-F EAST BROADWAY STREET BEL AIR, MD 21014
WWW.NPDES.COM

Rick Figueroa
Chair

Thomas F. Butler
Vice Chair



Gerald R. Callas, M.D., F.A.S.A.
Helen Callier
Nora Castañeda
Joel Garza
Gary F. Wesson, D.D.S., M.S.

Registered Code Enforcement Officer
LA YNE THOMAS CLINE

License Number: 6921

The person named above is licensed by the Texas Department of Licensing and Regulation.

License Expires: October 10, 2021

Brian E. Francis
Executive Director

Brian E. Francis

CERTIFICATE OF GRADUATION

The Lewisville Area Chamber of Commerce hereby recognizes that

Layne Cline

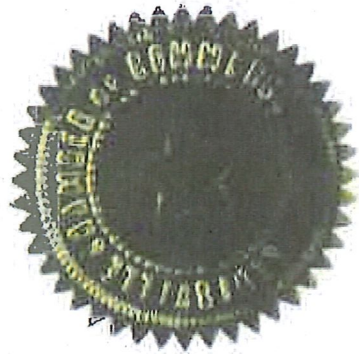
has successfully fulfilled all the requirements for



presented on the 24th day of April, 2018

A blue ink signature of Dan Irvin, written in a cursive style.

DAN IRVIN, BOARD CHAIR, 2018



A black ink signature of Jim Mustain, written in a cursive style.

JIM MUSTAIN, STEERING COMMITTEE CHAIR

TEXAS A&M ENGINEERING EXTENSION SERVICE

The Texas A&M University System

Layne Cline

has successfully completed

Work Zone Traffic Control (TxDOT Safety Contract)

16 Hours

May 28 - 29, 2015



[Signature]

Gary E. Sells, Director
Texas A&M Engineering Extension Service

[Signature]

Ron Paddy, Division Director
Infrastructure Training and Safety Institute



CERTIFICATE OF PROFESSIONAL DEVELOPMENT AWARDED TO

LAYNE CLINE

WHO HAS SUCCESSFULLY COMPLETED COURSE REQUIREMENTS FOR
STREET SUPERVISOR CERTIFICATION

FOR COMPLETING 44.5 HOURS OF TRAINING IN
STREET CONSTRUCTION, MAINTENANCE,
SURVEYING, PLAN READING BASICS
AND ASSET MANAGEMENT

NATIONAL HIGHWAY INSTITUTE COURSE NUMBERS:
134075, 134109 D, 134109 H, 131117, 134109 C, 134084, 134109
E, 131126 A, 131110 A, 131110 D, 134087, 134101, 134096,
131110 C, 131133, 134108 B, 131122, 131126 D, 131126 E,
134106, 134109 B, 131137, 131138, 134108 A, 136106 C, 136113

PRESENTED BY
THE CITY OF HIGHLAND VILLAGE
STREET DEPARTMENT

[Signature]

BON STRANGE STREET SUPERINTENDENT

4/5/2017

DATE

CERTIFICATE NUMBER 879



CITY COUNCIL
AGENDA MEMO

Prepared By: John Cabrales Jr, Manager

December 12, 2019

Trailer at 620 Lakeland

DESCRIPTION:

Consider and Act on a request to place a travel trailer to be used as a temporary residence on property located at 620 Lakeland Road, in accordance with Code of Ordinance Section 62-3(d).

BACKGROUND INFORMATION:

Staff was contacted by the homeowner, Mr. Pharris, at 620 Lakeland Road. He suffered a major water leak at the home, which caused severe warping to the floors. His insurance company approved the replacement of the floors, but he did not receive funds to cover hotel costs while repairs were being completed. The home will be uninhabitable during the repair work; therefore, Mr. Pharris would like to place a travel trailer on his property to be used as a temporary residence until he is able to move back into his house.

Code of Ordinance Chapter 62 "Manufactured Homes and Trailers," allows for such temporary use if approved by the City Council pursuant to Section 62-3 (d).

Sec. 62-1. Definitions.

Travel trailer means a house trailer-type vehicle or a camper trailer that is:

- (1) Less than eight feet in width or 40 feet in length, exclusive of any hitch installed on the vehicle; and
- (2) Designed primarily for use as temporary living quarters in connection with recreational, camping, travel or seasonal use and not as a permanent dwelling; provided that "travel trailer" shall not include a utility trailer, enclosed trailer, or other trailer not having human habitation as its primary purpose. **No travel trailer shall be occupied within the city without first securing a permit from the city secretary.**

Sec. 62-2. Use restrictions.

- (a) No manufactured home or house trailer shall be placed, parked or permitted for residential purposes upon any land within the city limits other than an existing manufactured home park.
- (b) It is unlawful to erect, construct or build a manufactured home park within the city limits.
- (c) Campers and travel trailers may be placed, parked or stored upon property provided they are not placed or stored in the front yard of a residential lot or side yard of a residential lot facing a street on a corner, and are not used for residential purposes.

Sec. 62-3. Exemptions.

- (a) Any mobile home existing and occupied at the time of the passage of the ordinance from which this chapter derives is exempt from the terms of this chapter, and the owner of any existing mobile home may substitute that mobile home with a newer mobile home, providing the newer mobile home complies with all the regulations of the zoning district where it is to be placed. This exemption shall cease if the property is vacated for more than two years or upon transfer of ownership of the property.
- (b) Any manufactured home park existing at the time of the passage of the ordinance codified in this chapter is exempt from the terms of this chapter; but no manufactured home park will be erected, constructed or built within the city limits after the passage of such ordinance.
- (c) The provisions of [section 62-2](#) have no application to those trailers which are placed on a lot or lots temporarily for construction purposes to be used as a construction site office, but such office may not be maintained as a residence.
- (d) The provisions of [section 62-2](#) have no application to those house trailers or manufactured homes which are placed on the lot or lots to be used as a temporary residence, for a period not to exceed 12 months, after the burning or destruction by an act of God of the permanent residence on the same lot, such destruction to be to the extent that the permanent residence is rendered uninhabitable; and such temporary use of a house trailer or manufactured home shall be only after approval of the city council.
- (e) The provisions of [section 62-2](#) have no application to those house trailers or manufactured homes to be placed on a lot to be used as a temporary residence, not to exceed one year, for the sole purpose of construction of a new house provided such applicant provides the city council with proof of commitment for construction. Such temporary use of a house trailer shall be only after approval of the city council.

Mr. Pharris informed staff that he needs to start his project before the December 12 council meeting and, therefore, would need to move into his travel trailer prior to that date. Staff informed him that staff cannot grant him permission to move the trailer onto the property but will not seek to prosecute him for placing the travel trailer on the property and living out of it prior to December 12th provided the City Council ultimately grants approval retroactive to the date the trailer is placed on the property.

Staff recommends approval of this request.

FINANCIAL CONSIDERATION:

None

RECOMMENDED MOTIONS:

I move to **approve/deny** a request to place a travel trailer on the property at 620 Lakeland Road to be used as a temporary residence, in accordance with Code of Ordinance Section 62-3(d) until repairs are completed on the house located on the property or a period of one-year, whichever is less.

ATTACHMENT(S):

None



PLANNING AND ZONING PUBLIC HEARING
AGENDA MEMO

Prepared By: Jeremy Tennant, Director of Development Services

December 12, 2019

Discussion on the Tiny "Home" Development

DESCRIPTION:

Hold discussion on the Tiny "Home" Development.

BACKGROUND INFORMATION:

On September 26, 2019, the Mayor, Council Member Ray, and staff met with Bureau Veritas to discuss the Tiny Home inspections and fees per the City Council's directive. The takeaways from the meeting are as follows:

- A Tiny Home owner can bring a NOAH certificate, or a certificate from a third-party inspector, certifying compliance with Appendix Q. This certificate will be accepted and no building permit application, and subsequent review and inspection from BV, will be needed.
- Tiny Homeowner must complete a permit application for alternative housing.
- When the Tiny Home is placed on the site, city staff will do the on-site inspection to ensure compliance with setback and anchoring requirements. There will be no cost for this inspection.
- A Tiny Home owner will be required to apply for an electrical and plumbing permit and pay \$75 for each permit. BV will do the onsite electrical and plumbing inspections.
- The Tiny Home owner will need to find a licensed plumber, as per state law, to connect the wastewater line. This must complete before BV will do the inspection.

The Code Compliance Officer provided welcome package kits to all the Tiny Home residents. Including information on how to apply for the electrical and plumbing permits. However, as of the writing of this document, none of the Tiny Home Owners have applied for any inspection permits, nor have they submitted any certificates showing compliance with Appendix Q. Bureau Veritas is researching inspection protocols for the Tiny Home/RV connections to ensure health life and safety for the residents within the Tiny Home/RV village. Bureau Veritas provided pictures of issues of concern:





Regarding the fence on the Gotcher side of the property, it exceeds the allowable height to be placed in the front yard. A permit needs to be pulled for the fence. Also, since the fence is not reference in the Planned Development the regulation for the fence reverts back to the base zoning for the property, R-1-6000, as per Section 22-246 of the City Code of Ordinances.

Sec. 22-246. Height restrictions.

(a) In zone R-1-4000 and R-1-4000A, fences shall not exceed six feet in height, and in zones R-1-6000, R-1-7200 and R-1-10000, fences shall not exceed eight feet in height measured from the finished grade of the lot or property upon which the fence is being erected, except as otherwise provided for in this article.

(b) No fence shall be erected, constructed or placed in any front yard which exceeds 36 inches in height as measured from the finished grade of the property except chain link fence which may not exceed four feet in height. Any front yard fence permissible hereunder may not be constructed of solid material. Such fences must be constructed of wood or comparable material and must be open so as not to obstruct visibility. Such fences may include but are not limited to post and rail fences and picket fences.

Since the fence is located on the front yard of the property, it cannot exceed 36 inches. Staff visited with the City Attorney and if the developer does not want to cut the fence height down to 36 inches, then an amendment to the Planned Development will be required. A Temporary Certificate of Occupation (TCO) that is good for 90 days was issued on September 24, 2019 and the TCO expires December 24, 2019. By issuing the TCO, the developer was allowed to begin accepting Tiny Homes onto the site.

Regarding inspections: our attorney has advised of the following:

The ability to freely enter the grounds of the manufactured home park generally may depend on whether or not the streets within the park are public or private, and, if private, whether or not there is controlled access to the streets. If the streets are private and there is no controlled access, then it is arguable city inspectors may enter the grounds much as any other member of the public may enter. The city may also be able to enter for purposes of inspecting its own utilities, perform fire and police duties, and collect solid waste (or allow its contractor to perform such collection).

Once in the park, notwithstanding the provisions of the ordinance sections, a city inspector may not enter any dwelling without the consent of a person in lawful control of the dwelling (i.e. either the owner or the tenant) or without the prior issuance of an administrative search warrant supported by a probable cause affidavit setting forth sufficient facts about a possible violation of ordinances that will allow a magistrate to issue the warrant. The owner and/or tenant still has certain constitutional rights regarding searches and self-incrimination that

cannot be overridden merely by adopting an ordinance granting inspection authority.

FINANCIAL CONSIDERATION:

N/A

RECOMMENDED MOTIONS:

N/A

ATTACHMENT(S):

1. Email from November 21, 2019
2. Alternative Housing Permit Application
3. Approved Ordinances

Codi Delcambre

From: Jeremy Tennant
Sent: Thursday, November 21, 2019 3:29 PM
To: Terry Lantrip
Cc: Glenda Cowling
Subject: RE: Storage buildings & Fencing
Attachments: Ordinance 2019-10 Tiny Homes Amended PD.pdf; Ordinance 2017-14 Tiny Home Zoning Ordinance Gotcher.pdf; Update: Tiny Home Inspections and fees

Afternoon Terry,

As per section 2.D.6 of Planned Development Ordinance 2019-10, a permit (fee is \$0.00) must be pulled for staff to review and confirm that the proposed storage building will be placed in a compliant area on the pad.

The Planned Development does not address fencing on individual pads so it reverts to the Code of Ordinances. As per Section 22-246 of the City Code of Ordinances, no fence shall be erected, constructed or placed in any front yard which exceeds thirty-six (36") inches or three (3') feet in height as measured from the finished grade of the property except chain link fence which may not exceed four (4') feet in height. A permit (fee is \$125) will be required, to ensure that the proposed fence is in compliance with the ordinance.

As you may recall, the fence erected along the front of the Tiny Home village did not go through the permit process for review and it was determined after the fact that the fence exceeded the permitted height allowed in the front yard. Had a permit been pulled and the fence constructed to the allowable height then all would be kosher and the PD would not have to be amended yet again. Please remember that the temporary certificate of occupancy expires on December 24, 2019.

Also, to date none of the Tiny Home residents have come to pull the necessary trade permits (electrical, plumbing and mechanical, if necessary). About a month ago, Code Compliance Officer Rusnak had delivered a welcome kit to the existing sites with homes located thereon and spoke with one of the new residents. A permit application was also included with the welcome kit.

Jeremy Tennant
Director of Development Services
212 Main Street
Lake Dallas, TX 75065
940-497-2226 Ext. 401 (O)
940-315-6728 (C)
jtennant@lakedallas.com



From: Terry Lantrip
Sent: Monday, November 18, 2019 11:41 AM

To: Jeremy Tennant <jtennant@lakedallas.com>; Glenda Cowling <gcowling@lakedallas.com>

Subject: Storage buildings & Fencing

Jeremy,

Two quick questions:

1. I have a family interested in placing a small storage building in the storage building area. Would they need a permit for this as it's going to be so small? It will be well under the 4x6 footprint that's allowed at the Village.
2. I have a family that wants to put a three foot "no dig" fence around their lot. This is the wrought iron type fencing that Lowes sells. Would they need a fence permit for this?

Thank you,

Terry Lantrip

Codi Delcambre

From: Jeremy Tennant
Sent: Thursday, September 26, 2019 3:51 PM
To: Terry Lantrip
Cc: John Cabrales; Glenda Cowling
Subject: Update: Tiny Home Inspections and fees
Attachments: City of Lake Dallas Alternative Housing Permit Application.pdf

Afternoon Terry,

Members of the City Council and staff met with Bureau Veritas (BV) to discuss the Tiny Home inspections questions and fees raised by the City Council at the September 12, 2019 City Council meeting. Below are the takeaways:

- A Tiny Home owner can bring a NOAH certificate, or a certificate from a third-party inspector, certifying compliance with Appendix Q. This certificate will be accepted and no building permit application, and subsequent review and inspection from BV, will be needed.
- The permit application for alternative housing is attached.
- When the Tiny Home is placed on the site, city staff will do the on-site inspection to ensure compliance with setback and anchoring requirements. There will be no cost for this inspection.
- A Tiny Home owner will be required to apply for an electrical and plumbing permit and pay \$75 for each permit. BV will do the onsite electrical and plumbing inspections. The fee schedule will need to be adjusted by Council.
- The Tiny Home owner will need to find a licensed plumber, as per state law, to connect the wastewater line. This must complete before BV will do the inspection.

Regarding the fence on the Gotcher side of the property, it exceeds the allowable height to be placed in the front yard. A permit needs to be pulled for the fence. Also, since the fence is not reference in the Planned Development the regulation for the fence reverts back to the base zoning for the property, R-1-6000, as per Section 22-246 of the City Code of Ordinances.

Sec. 22-246. Height restrictions.

(a) In zone R-1-4000 and R-1-4000A, fences shall not exceed six feet in height, and in zones R-1-6000, R-1-7200 and R-1-10000, fences shall not exceed eight feet in height measured from the finished grade of the lot or property upon which the fence is being erected, except as otherwise provided for in this article.

(b) No fence shall be erected, constructed or placed in any front yard which exceeds 36 inches in height as measured from the finished grade of the property except chain link fence which may not exceed four feet in height. Any front yard fence permissible hereunder may not be constructed of solid material. Such fences must be constructed of wood or comparable material and must be open so as not to obstruct visibility. Such fences may include but are not limited to post and rail fences and picket fences.

(Ordinance 89-03, sec. 4(C); Code 1989, sec. 15.28.060; Ordinance 01-26, sec. 1, adopted 9/27/01; Ordinance 04-13, sec. 1, adopted 7/22/04)

Since the fence is located on the front yard of the property, it cannot exceed 36 inches. Staff has visited with the City Attorney and if the developer does not want to cut the fence height down to 36 inches, then an amendment to the Planned Development will be required. A Temporary Certificate of Occupation (TCO) that is good for 90 days has been issued on September 24, 2019 (expires December 24, 2019). This will allow the development to begin accepting Tiny

Homes onto the site, and provide for a decision to be made to either lower the fence or apply to amend the existing Planned Development.

Jeremy Tennant
Director of Development Services
212 Main Street
Lake Dallas, TX 75065
940-497-2226 Ext. 401 (O)
940-315-6728 (C)
jtennant@lakedallas.com





Phone: (940) 497-2226 x402
Fax: (940) 497-4485

212 Main Street
Lake Dallas, TX 75065

Alternative Housing Permit Application

Building Permit Number: _____		Valuation/Sq. ft. _____	
Project Address: _____		Zoning: _____	
Lot: _____	Block: _____	Subdivision: _____	
Project Description:	TINY HOME ☐	STORAGE BUILDING ☐	ROOFING ☐ FOUNDATION ☐
	PLUMBING ☐	MECHANICAL ☐	ELECTRICAL ☐ OTHER ☐
Description of Work:			
Area Square Feet:	Covered _____	Number of stories: _____	
Living: _____	Porch: _____	Total: _____	

Owner Information:			
Name: _____		Contact Person: _____	
Address: _____			
Phone Number: _____		Fax Number: _____	Mobile Number: _____

General Contractor	Contact Person	Phone Number	Fax Number
Mechanical Contractor	Contact Person	Phone Number	Contractor License Number ☐
Electrical Contractor	Contact Person	Phone Number	Contractor License Number ☐
Plumber/Irrigator	Contact Person	Phone Number	Contractor License Number ☐

A permit becomes null and void if work or construction authorized is not commenced within 180 days or if construction or work is suspended or abandoned for a period of 180 days at any time after work is commenced. All permits require final inspection.

I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.

Signature of Applicant: _____

Date: _____

Print Name: _____

OFFICE USE ONLY

Approved by: _____	FEES
Zoning Approved: _____	Plan Review Fee: \$ _____
	Building Permit Fee: \$ _____
	Contractor Registration \$ _____
	Credit card \$ _____
	Other \$ _____
	\$ _____
	\$ _____
	TOTAL: \$ _____

City of Lake Dallas, Texas
ORDINANCE NO. 2017-14

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAKE DALLAS, TEXAS, AMENDING THE CITY OF LAKE DALLAS ZONING MAP RELATING TO THE USE AND DEVELOPMENT OF LOTS 7 AND 8, GOTCHER ADDITION FROM R-1-6000 SINGLE FAMILY DWELLING DISTRICT TO A PLANNED DEVELOPMENT (PD) DISTRICT FOR ALL USES PERMITTED IN THE R-1-6000 SINGLE FAMILY DWELLING DISTRICT WITH THE INCLUSION OF A SINGLE-FAMILY DWELLING DISTRICT FOR MINIATURE, TRANSPORTABLE HOUSING (TINY HOUSE PARK) ADOPTING DEVELOPMENT REGULATIONS; PROVIDING FOR A CONFLICTS RESOLUTION CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING A PENALTY OF FINE NOT TO EXCEED TWO THOUSAND DOLLARS (\$2,000) FOR EACH OFFENSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Planning and Zoning Commission and the governing body of the City of Lake Dallas, Texas, in compliance with the laws of the State of Texas and the ordinances of the City of Lake Dallas, Texas, have given the requisite notices by publication and otherwise, and after holding due hearings and affording a full and fair hearing to all the property owners generally and to all persons interested and situated in the affected area, and in the vicinity thereof, and in the exercise of its legislative discretion, have concluded that the Zoning Map of the City of Lake Dallas, Texas, as previously amended, should be further amended.

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

SECTION 1. CHANGE OF ZONING CLASSIFICATION

The Zoning Map of the City of Lake Dallas, Texas, as previously amended, be further amended relating to the use and development of Lots 7 and 8, Gotcher Addition (commonly known as 206 Gotcher) with boundaries depicted on **Exhibit "A"** attached hereto and incorporated herein by reference ("the Property") from R-1-6000 Single Family Dwelling District to a Planned Development (PD) District with base zoning of R-1-6000 Single Family Dwelling District including a use for Single-Family Dwelling District for Miniature, Transportable Housing (Tiny House Park) subject to the development and use regulations set forth in Section 2 of this ordinance.

SECTION 2. LAND USE AND DEVELOPMENT STANDARDS. The Property shall be developed and used in accordance with the applicable provisions of the R-1-6000 Single Family Dwelling District as set forth in Code of Ordinances, Chapter 122, as amended, ("Zoning Regulations") except to the extent modified as follows:

- A. "Tiny House Park":** For purposes of this Ordinance, the phrase "Tiny House Park" means a unified development located on the Property configured as a single, undivided lot but on which individual lease pads designated on the Development Plan (hereafter "Pads"),

along with common areas and open spaces area established, on which Pads privately owned Tiny Houses may be placed

- B. Development Plan:** The arrangement of Pads and Tiny Houses on the Property shall be substantially as shown on the Development Plan in **Exhibit "B,"** attached hereto and incorporated herein by reference ("Development Plan"). In no case shall the number of Pads located on the Property exceed thirteen (13).
- C. "Tiny House" Defined; Size and Construction Standards:** For purposes of this Ordinance, a "Tiny House" is defined as a principal residential dwelling that has a square footage of no less than one hundred (100) square feet and no greater than four hundred (400) square feet, with said dwelling being structurally attached to a transportable chassis, with or without a permanent foundation, capable of being connected to available utilities including plumbing (water and sewer service), mechanical, natural gas, communications, and electrical systems. Tiny Houses constructed or otherwise located on the Property shall be subject to the following:
1. **Minimum Unit Size:** Each Tiny House shall have a minimum gross floor area of not less than one hundred (100) square feet.
 2. **Minimum Sleeping Room Size:** In every Tiny House of two or more rooms, every room occupied for sleeping purposes by one occupant shall contain at least thirty-five (35) square feet of floor space.
 3. **Width:** Each Tiny House must measure not less than seven feet (7.0') and not greater than eight and one-half feet (8.5') in width.
 4. **Depth:** Each Tiny House must measure not less than twelve feet (12') and not greater than forty feet (40') in length.
 5. **Construction Standards:** In addition to the regulations set forth in this Ordinance, every Tiny House located on the Property, whether constructed on the Property on a permanent foundation or constructed off-site and transported to the Property, shall, at the time of application for a building permit or, if not building permit is required, certificate of occupancy, be constructed in accordance with:
 - a. all construction codes relating to residential dwelling units enacted by the City of Lake Dallas that are deemed to be applicable to the structural stability and life safety requirements for a Tiny House as determined by the Building Official or designee; and
 - b. Appendix V, Tiny Houses to the International Residential Code, as approved by the International Code Council (ICC) in response to Public Comment File RB168-16, as may be amended from time to time, a copy of

which is attached hereto as **Exhibit "C"** and incorporated herein by reference.

6. Foundation Platforms: Tiny Houses located on the Property shall be constructed with one of the following foundation platforms:

- a. Mobile, or wheeled, platforms shall be permitted in the form of a trailer vehicle that is registered with the Texas Department of Motor Vehicles (TxDMV). Such dwellings may be towed in-place by means of bumper hitch, frame-towing hitch, fifth-wheel connection, gooseneck type, or other approved towing method.

(1) All Tiny Houses with mobile or wheeled platforms shall be:

- (a) tied down to the ground or pad with an auger/ground anchors when located on a Pad; and
- (b) constructed with fire-resistant skirting, with the necessary vents, screens, and/or openings that is installed within thirty (30) days after placement of the Tiny House on the Pad.

- b. Conventional foundation platforms, such concrete slab on-grade, pier and beam, perimeter grade beam, and similar permanent foundation types shall be permitted, with such foundations being certified by a registered professional structural engineer as a condition of securing building permit approval.
- c. Recreational vehicles, manufactured homes and mobile homes, as defined in the Zoning Regulations shall be prohibited as dwelling units within the Tiny House Park.

7. Pad Requirements:

- a. **Area:** Each Pad shall have an area of not be less than eight hundred (800) square feet and not greater than one thousand (1,000) square feet.
- b. **Coverage:** Maximum coverage of a Tiny House located on a Pad shall not exceed forty-five percent (45%) of the Pad area. Porches and other additions to the Tiny House shall not exceed twenty percent (20%) of the Pad area.
- c. **Width:** Each Pad shall not be less than twenty feet (20') wide and not greater than thirty feet (30') wide.

- d. **Depth:** Each Pad shall be not less than thirty-seven feet (37') in depth and not greater than one hundred feet (100') in depth.

8. Setbacks:

- a. **Common parking areas and adjoining property lines:** When located on a Pad, a Tiny House shall be setback not less than five feet (5.0') from any common area designated and used for parking and the property line of the Property; provided, however, porches, awnings and other additions attached to the Tiny House may project a distance of not greater than an additional three feet (3.0') beyond the foregoing setback.
- b. **Common areas and adjoining Pads:** When located on a Pad, a Tiny House shall be setback not less than ten feet (10.0') from the common line between said Pad and an adjacent Pad.

D. Amenities for Tiny House Park: The Tiny House Park shall contain the following common area amenities and facilities, all of which shall be completed and made operational prior to the issuance of the initial Certificate of Occupancy (CO) for the first Tiny House to be located on the Property:

- 1. A centralized common open space area shall be provided substantially as shown on the Development Plan and shall include a public lawn, communal vegetable garden, patios, plazas, picnic areas and related furniture and equipment, and scenic viewing areas.
- 2. Common open space area shall be provided at a ratio of not less than two hundred (200) square feet of open space per each Pad developed on the Property.
- 3. All Tiny Houses shall be adjoining the perimeter boundary of the designated common open space area.
- 4. The common open space area shall not be located inside a storm water detention/retention area, wetland, stream, floodway, or required landscaped buffer area.
- 5. A self-service laundry facility (washateria) shall be provided within the Property for the exclusive use of the residents of the Tiny House Park.
- 6. Small storage buildings, with the maximum size of eight feet (8.0') in depth, six feet (6.0') in width (8.0' X 6.0'), and seven feet (7.0') in height, shall be permitted at the location shown in **Exhibit "B."**

- a. No more than one such storage building shall be permitted per dwelling.
- b. The storage building shall be constructed of similar exterior building materials as used on the Tiny House.
- c. A building permit shall be required for each storage building constructed.
- d. Each individual storage building shall be painted and finished in a similar color and wall texture to collectively present a unified visual appearance.
- e. A three foot (3.0') wide landscaped buffer shall be provided adjacent to the storage building areas at the located shown in **Exhibit "B."** The landscaped buffer shall be planted with similar shrubs and vegetation as required in Section 2.F.1. of this Ordinance.
- f. A six foot (6.0') high wood or vinyl fence, painted and finished in a similar color and surface texture to collectively present a unified visual appearance, shall be permitted within the landscaped buffer.

E. Access and Parking:

- 1. Parking spaces shall be provided at a ratio of not less than two (2) spaces for each Pad developed on the Property.
- 2. All designated parking areas shall be paved with a decomposed gravel or coarse gravel surface with a minimum depth of six-inches (6") spread across a compacted and stabilized sub base as approved by the City Engineer, or designee, with such approval to be secured in writing prior to the issuance of a building permit or certificate of occupancy for the first Tiny House located on the Property.
- 3. All designated fire lanes shall be paved in either concrete, asphalt, or with a cellular paving grid system with a grass sod cover (grass-crete type) engineered to accommodate the weight of a 65,000-pound fire truck and associated apparatus. Said paving grid system shall be installed upon a compacted and stabilized sub base as approved by the City Engineer, or designee, with such approval to be secured in writing prior to the issuance of a building permit or certificate of occupancy for the first Tiny House located on the Property.

F. Screening and Fencing: Prior to issuance of the first certificate of occupancy for any building constructed on the Property (whether a Tiny House or other building), a hedgerow of evergreen shrubs, of a variety that will normally grow to a height of six feet (6.0') or greater, shall be planted along all property lines of the Property, save-and-except for driveways and access openings subject to the following:

1. All plants shall have a minimum height at the time of planting of one-half of the required screening height, and shall be irrigated by means of a sprinkler system, or other water system adequate to sustain the health of said evergreen shrubs as determined by the Director of Community Development or designee.
 2. Screening requirement. Tree protection requirements shall be enforced during the construction period in accordance with Article XXII, Division 3, of the Lake Dallas Code of Ordinances, as amended.
- G. **Tree Preservation:** No building permit for any building to be constructed on the Property (or any certificate of occupancy, if no building permit is required) shall be issued until a Tree Preservation Permit is obtained by making application in accordance with the requirements established in Article XXII, Division 3, of the Lake Dallas Code of Ordinances, as amended.
- H. **Property Maintenance Required.** A centralized property management entity shall be created to enforce the restrictions contained in this ordinance and to maintain required centralized common open space areas, screening walls and buffers, parking areas, sidewalks, landscaping, signage, common irrigation and other common areas within the Property.
- I. **Tiny House Maintenance.** All Tiny Houses and the Pads shall be maintained in accordance with all applicable property maintenance regulations adopted by the City. Skirting, porches, awnings and other additions, when installed on a Tiny House, shall be maintained in good repair.
- J. **Certificate of Occupancy Required.** No Tiny House constructed or placed on the Property may be occupied as a dwelling unit or for any other purpose until a certificate of occupancy has been granted by the City authorizing commencement of the Tiny House for such use. The foregoing sentence shall apply whether or not a building permit is required to be issued with respect to construction of the Tiny House.

SECTION 3. CONFLICTS. To the extent of any irreconcilable conflict with the provisions of this Ordinance and other ordinances of the City of Lake Dallas governing the use and development of the Property which are not expressly amended by this Ordinance, the provisions of this Ordinance shall be controlling. In the event there is an irreconcilable conflict within the text of this Ordinance, including any exhibits attached hereto, relating to the applicable standard to be enforced with respect to development of the Property, the strictest standard shall be controlling unless the City Council determines by approval of a motion or resolution that the less stringent standard is to apply.

SECTION 4. SEVERABILITY CLAUSE. Should any word, sentence, paragraph, subdivision, clause, phrase or section of this Ordinance, or of the Lake Dallas Code of Ordinances, as amended hereby, be adjudged or held to be void or unconstitutional, the same shall not affect the validity of the

remaining portions of said ordinance or the Lake Dallas Code of Ordinances, as amended hereby, which shall remain in full force and effect.

SECTION 5. SAVINGS CLAUSE. An offense committed before the effective date of this Ordinance is governed by prior law and the provisions of the Lake Dallas Code of Ordinances, as amended, in effect when the offense was committed and the former law is continued in effect for this purpose.

SECTION 6. PENALTY. Any person violating any of the provisions of this ordinance shall be deemed guilty of a misdemeanor and upon conviction thereof shall be fined in a sum not to exceed Two Thousand Dollars (\$2,000) and a separate offense shall be deemed committed upon each day during or on which a violation occurs or continues.

SECTION 7. EFFECTIVE DATE. This Ordinance shall become effective from and after the date of its passage and final publication in accordance with the Charter of the City of Lake Dallas and/or applicable state law and it is accordingly so ordained.

PASSED AND APPROVED this the 26th day of October, 2017.


Michael Barnhart, Mayor

ATTEST:


Codi Delcambre, City Secretary

APPROVED AS TO FORM:


Kevin B. Laughlin, City Attorney
(kbl:10/19/17:91775)



Exhibit "A"

The Property

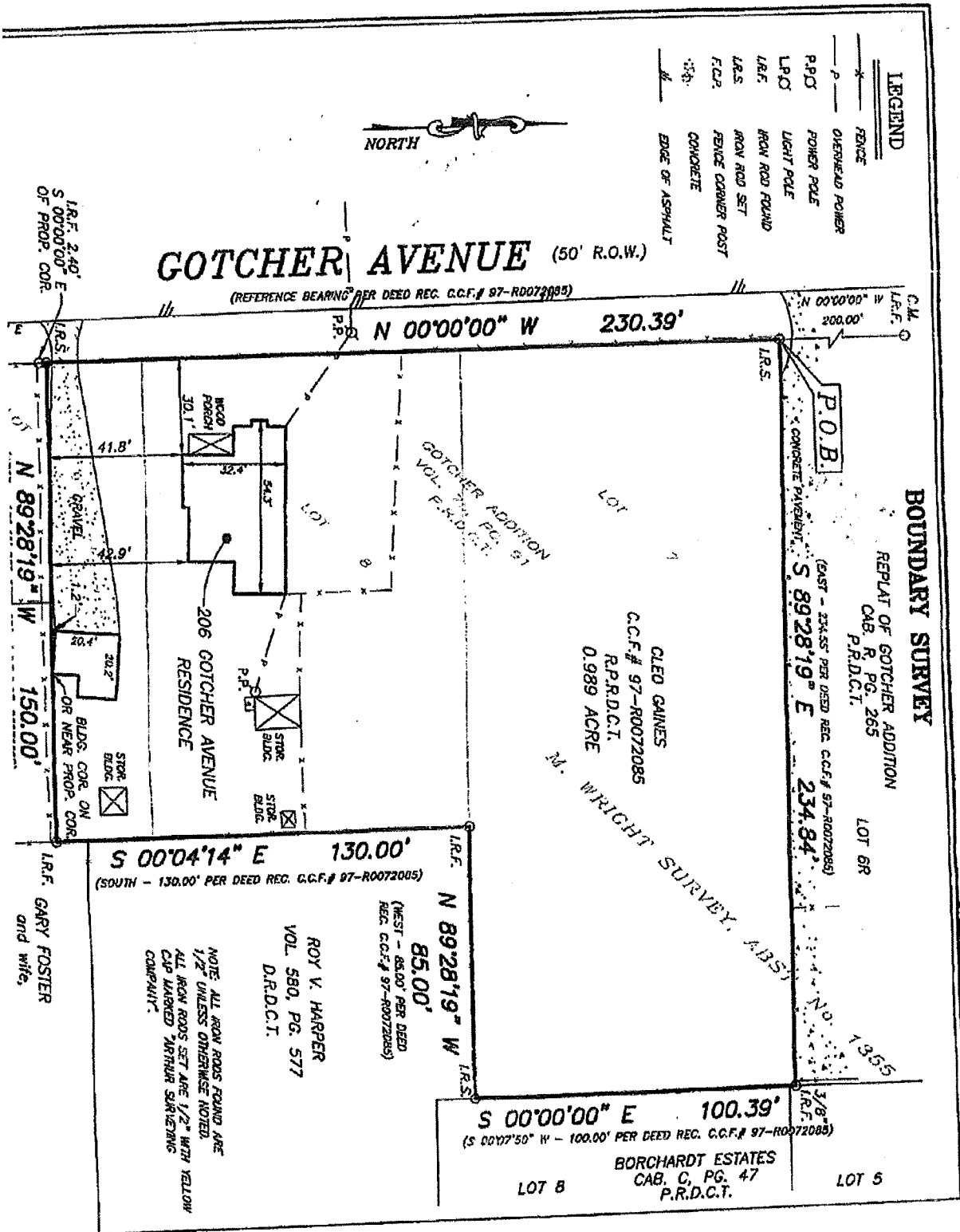


Exhibit "B"

Development Plan

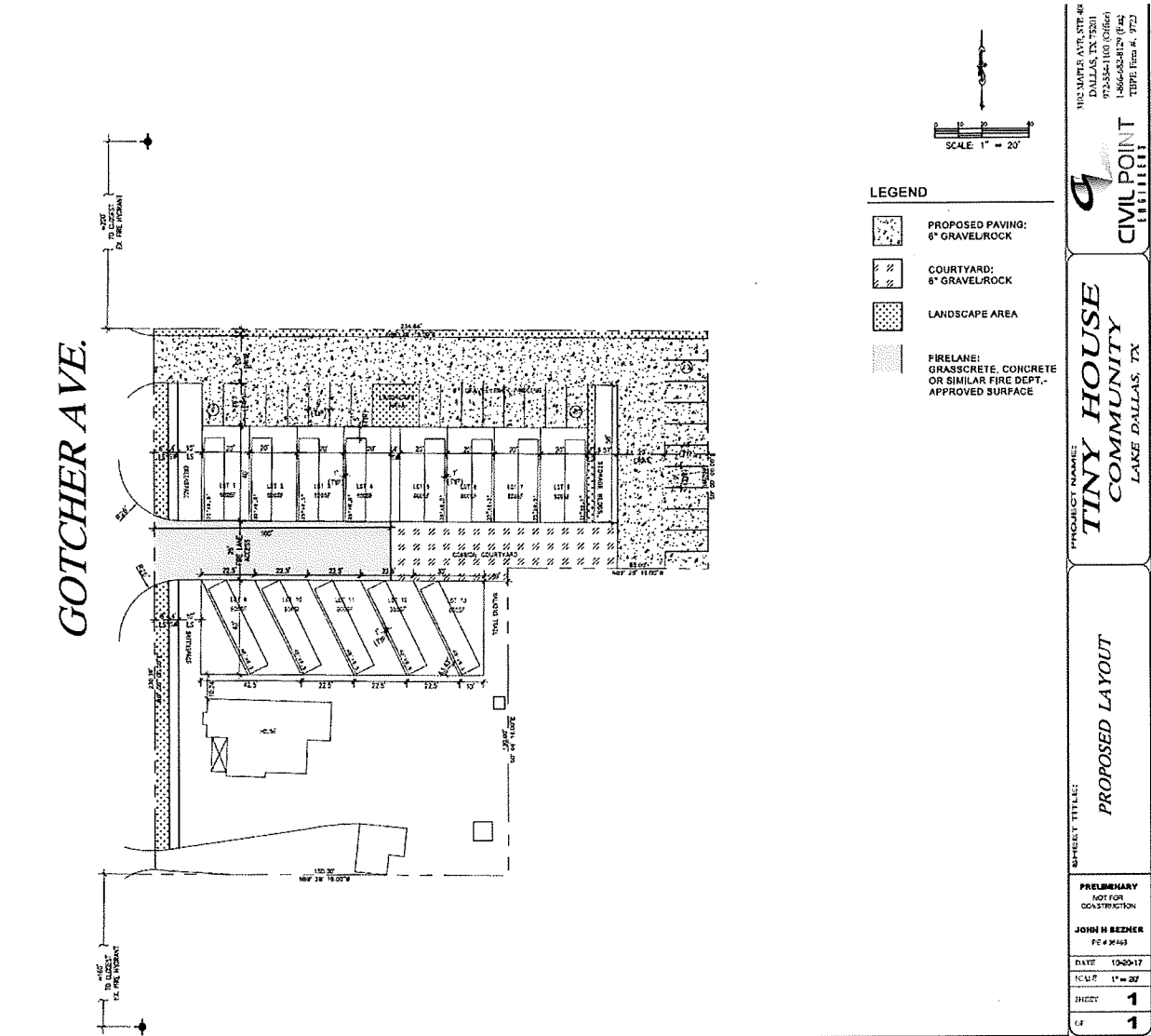


Exhibit "C"

Appendix V, Tiny Houses to the International Residential Code, as approved by the International Code Council (ICC)

APPENDIX V TINY HOUSES

SECTION AV101 GENERAL

AV101.1 Scope. This appendix shall be applicable to *tiny houses* used as single *dwelling units*. *Tiny houses* shall comply with the *International Residential Code* except as otherwise stated in this appendix.

SECTION AV102 DEFINITIONS

AV102.1 General. The following words and terms shall, for the purposes of this appendix, have the meanings shown herein. Refer to Chapter 2 of the *International Residential Code* for general definitions.

EGRESS ROOF ACCESS WINDOW. A skylight or roof window designed and installed to satisfy the *emergency escape and rescue opening* requirements in Section R310.2.

LANDING PLATFORM. A landing measuring two treads deep and two risers tall, provided as the top step of a stairway accessing a *loft*.

LOFT. Any floor level located above the main floor and open to it on at least one side, with a *ceiling height* less than 6 feet 8 inches (2032 mm), complying with the area, access, and guard requirements of Section AV104, and used as a living or sleeping space.

TINY HOUSE. A *dwelling* which is 400 or less square feet (37 m²) in floor area excluding *lofts*.

SECTION AV103 CEILING HEIGHT

AV103.1 Minimum ceiling height. *Habitable space* and hallways in *tiny houses* shall have a *ceiling height* not less than 6 feet 8 inches (2032 mm). Bathrooms, toilet rooms, and kitchens shall have a *ceiling height* not less than 6 feet 4 inches (1930 mm). No obstructions shall extend below these minimum ceiling heights including beams, girders, ducts, lighting, or other obstructions.

Exception: *Ceiling heights* in *lofts* are permitted to be less than 6 foot 8 inches (2032 mm).

SECTION AV104 LOFTS

AV104.1 Minimum loft areas. *Lofts* used as a sleeping or living space shall meet the minimum area and dimension requirements of Sections AV104.1.1 through AV104.1.3.

AV104.1.1 Minimum area. *Lofts* shall have a floor area of not less than 35 square feet (3.25 m²)

AV104.1.2 Minimum dimensions. *Lofts* shall be not less than 5 feet (1524 mm) in any horizontal dimension.

AV104.1.3 Height effect on loft area. Portions of a *loft* with a sloping ceiling measuring less than 3 feet (914 mm) from the finished floor to the finished ceiling shall not be considered as contributing to the minimum required area for the loft.

Exception: Under gable roofs with a minimum slope of 6:12, portions of a *loft* with a sloping ceiling measuring less than 16 inches (406 mm) from the finished floor to the finished ceiling shall not be considered as contributing to the minimum required area for the loft.

AV104.2 Loft access. The access to and primary egress from *lofts* shall be of any type described in Sections AV104.2.1 through AV104.2.4

AV104.2.1 Stairways. Stairways accessing *lofts* shall comply with this code or with Sections AV104.2.1.1 through AV104.2.1.5

AV104.2.1.1 Width. Stairways accessing a *loft* shall not be less than 17 inches (432 mm) in clear width at all points at or above the permitted handrail height. The minimum width below the handrail shall not be less than 20 inches (508 mm).

AV104.2.1.2 Headroom. The headroom in stairways accessing a *loft* shall not be less than 6 feet 2 inches (1880 mm) measured vertically from the sloped line connecting the tread nosings in the middle of the tread width.

Exception: The headroom for *landing platforms* shall not be less than 4 feet 6 inches (1372 mm).

AV.104.2.1.3 Treads and Risers. Risers for stairs accessing a *loft* shall be a minimum of 7 inches (178 mm) and a maximum of 12 inches (305 mm). Tread depth and riser height shall be calculated with the following formulas:

Tread depth = 20 inches (508 mm) minus $\frac{4}{3}$ riser height
OR

Riser height = 15 inches (381 mm) minus $\frac{3}{4}$ tread depth

Exception: *Landing platforms* shall measure two treads deep and two risers tall.

AV104.2.1.4 Handrails. Handrails shall comply with Section R311.7.8.

AV104.2.1.5 Stairway guards. *Guards* at open sides of stairways shall comply with Section R312.1.

AV104.2.2 Ladders. Ladders accessing *lofts* shall comply with Sections AV104.2.2.1 and AV104.2.2.2

AV104.2.2.1 Size and capacity. Ladders accessing *lofts* shall have 12 inches (305 mm) minimum rung width and 10 inches (254 mm) to 14 inch (356 mm) spacing between rungs.

Ladders shall be capable of supporting a 200 pound (75 kg) load on any rung. Rung spacing shall be uniform within 3/8-inch (9.5 mm).

AV104.2.2.2 Incline. Ladders shall be installed at 70 to 80 degrees from horizontal.

AV104.2.3 Alternating tread devices. *Alternating tread devices* accessing *lofts* shall comply with Sections R311.7.11.1 and R311.7.11.2. The clear width at and below the handrails shall be not less than 20 inches (508 mm).

AV104.2.4 Ships ladders. *Ships ladders* accessing *lofts* shall comply with Sections R311.7.12.1 and R311.7.12.2. The clear width at and below the handrails shall be not less than 20 inches (508 mm).

AV104.3 Loft guards. Loft *guards* shall be located along the open side(s) of *lofts* located more than 30 inches (762 mm) above the main floor. Loft *guards* shall be not less than 36 inches (914 mm) in height or one-half the clear height to the ceiling, whichever is less.

SECTION AV105 EMERGENCY ESCAPE AND RESCUE OPENINGS

AV105.1 General. *Tiny houses* shall meet the requirements of Section R310 for *emergency escape and rescue openings*.

Exception: *Egress roof access windows in lofts* used as sleeping rooms shall be deemed to meet the requirements of Section R310 where installed with the bottom of their opening no more than 44 inches (1118 mm) above the loft floor.

**CITY OF LAKE DALLAS, TEXAS
ORDINANCE NO. 2019-10**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAKE DALLAS, TEXAS, AMENDING THE CITY OF LAKE DALLAS ZONING MAP BY AMENDING ORDINANCE NO. 2017-14 ESTABLISHING A PLANNED DEVELOPMENT (PD) DISTRICT WITH BASE ZONING OF R-1-6000 SINGLE FAMILY DWELLING DISTRICT WITH THE INCLUSION OF A SINGLE-FAMILY DWELLING DISTRICT FOR MINIATURE, TRANSPORTABLE HOUSING (TINY HOUSE PARK) RELATING TO THE USE AND DEVELOPMENT OF BLOCK 1, LOT 7R, GOTCHER ADDITION BY AMENDING THE DEVELOPMENT REGULATIONS RELATING TO ON-SITE STORAGE BUILDINGS, AMENDING THE DEVELOPMENT PLAN, AND PROVIDING FOR THE DEVELOPMENT PLAN TO CONSTITUTE THE APPROVED SITE PLAN; PROVIDING FOR A CONFLICTS RESOLUTION CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING A PENALTY OF FINE NOT TO EXCEED TWO THOUSAND DOLLARS (\$2,000) FOR EACH OFFENSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Planning and Zoning Commission and the governing body of the City of Lake Dallas, Texas, in compliance with the laws of the State of Texas and the ordinances of the City of Lake Dallas, Texas, have given the requisite notices by publication and otherwise, and after holding due hearings and affording a full and fair hearing to all the property owners generally and to all persons interested and situated in the affected area, and in the vicinity thereof, and in the exercise of its legislative discretion, have concluded that the Zoning Map of the City of Lake Dallas, Texas, as previously amended, should be further amended.

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

SECTION 1. CHANGE OF ZONING CLASSIFICATION

The Zoning Map of the City of Lake Dallas, Texas, as previously amended, be further amended relating to the use and development of Lots 7 and 8, Gotcher Addition (commonly known as 206 Gotcher) ("the Property") by amending as follows Ordinance No. 2017-14 establishing a Planned Development (PD) District with base zoning of R-1-6000 Single Family Dwelling District including a use for Single-Family Dwelling District for Miniature, Transportable Housing (Tiny House Park):

A. Section 2.B is amended to read in its entirety as follows:

B. **Development Plan:** The arrangement of Pads and Tiny Houses on the Property shall be substantially as shown on the Development Plan in **Exhibit "B,"** attached hereto and incorporated herein by reference ("Development Plan"). In no case shall the number of Pads located on the Property exceed thirteen (13). For purposes of Lake Dallas Municipal Code

Section 122-639, the Development Plan shall constitute the approved site plan.

B. Section 2.D.6 is amended to read in its entirety as follows:

- 6.** No more than one (1) storage building may be located on each Pad subject to the following:
 - a.** The maximum dimensions of said storage building shall be as follows:
 - i.** Floor: eight feet (8.0') by six feet (6.0'); and
 - ii** Height: seven feet (7.0');
 - b.** The exterior of the storage building shall be painted and finished in a similar color, wall texture, and materials as used on the Tiny House located on the Pad where the storage building is located to collectively present a unified visual appearance with the associated Tiny House;
 - c.** A storage building may be located on a Pad Site only when there is a Tiny House located on the same Pad Site; and
 - d.** The storage building must be located adjacent to the rear line of the Pad Site opposite the parking area within the Property.
 - e.** Prior to the placement of a storage building on a Pad Site, an application, along with an application fee established by resolution of the City Council, shall be submitted to the Director of Development Services or designee setting forth, as a minimum:
 - i.** The length, width, and height of the storage building; and
 - ii.** A description of the materials for the exterior walls and roof of the storage building.

C. Section 2.D. is amended by adding Paragraph 7 to read as follows:

- 7.** One permanent building constructed on a permanent foundation and containing multiple divided units may be located on the area

labeled as "Storage Buildings" as shown on the Development Plan subject to the following:

- a. Such storage building may be used solely for the storage of:
 - i. The personal property of the occupants of the Tiny Houses located on the Property; and
 - ii. Equipment, tools, and supplies of the owner of the Property used in relation to the repairs and maintenance of the Property;
- b. Except as provided in Paragraph f, below, the maximum dimensions of such storage building shall be as follows:
 - i. The length and depth of the storage building shall not exceed the dimensions of the Storage Buildings Area as shown on the Development Plan; and
 - ii. Height: Ten feet (10.0');
- c. Except as provided in Paragraph f, below, a three foot (3.0') wide landscaped buffer planted with similar shrubs and vegetation as required in Section 2.F.1. of this Ordinance and irrigated by an automatic irrigation system shall be installed adjacent to the west side of the storage building area as shown on the Development Plan;
- d. A six foot (6.0') high wood fence, painted and finished in a similar color and surface texture to collectively present a unified visual appearance, may be installed within the landscaped buffer;
- e. The exterior finish of the storage building, if not constructed of 100% masonry materials, must be constructed with a brick or stone wainscot on the south, east, and north façades of the storage building extending to a height of not less than three feet (3.0') above the top of the storage building slab;
- f. Without requiring an amendment to the Development Plan, the depth of the storage building may be increased to not greater than eight and one-half feet (8.5') and the

landscape buffer described in Paragraph c, above, shall not be required, but only if:

- i. The screening fence described in Paragraph d is installed prior to commencement of use of the storage building; and
 - ii. The storage building is located no closer than one foot (1.0') from the eastern boundary of Lot 8 as shown on the Development Plan; and
- g. No temporary storage buildings may be located in the Storage Building Area.
- D. Exhibit "B" – "Development Plan" shall be amended and replaced in its entirety by Exhibit "B-1" – "Development Plan (amended)" attached hereto and incorporated herein by reference.

SECTION 2. CONFLICTS. To the extent of any irreconcilable conflict with the provisions of this Ordinance and other ordinances of the City of Lake Dallas governing the use and development of the Property which are not expressly amended by this Ordinance, the provisions of this Ordinance shall be controlling. In the event there is an irreconcilable conflict within the text of this Ordinance, including any exhibits attached hereto, relating to the applicable standard to be enforced with respect to development of the Property, the strictest standard shall be controlling unless the City Council determines by approval of a motion or resolution that the less stringent standard is to apply.

SECTION 3. SEVERABILITY CLAUSE. Should any word, sentence, paragraph, subdivision, clause, phrase or section of this Ordinance, or of the Lake Dallas Code of Ordinances, as amended hereby, be adjudged or held to be void or unconstitutional, the same shall not affect the validity of the remaining portions of said ordinance or the Lake Dallas Code of Ordinances, as amended hereby, which shall remain in full force and effect.

SECTION 4. SAVINGS CLAUSE. An offense committed before the effective date of this Ordinance is governed by prior law and the provisions of the Lake Dallas Code of Ordinances, as amended, in effect when the offense was committed, and the former law is continued in effect for this purpose.

SECTION 5. PENALTY. Any person violating any of the provisions of this ordinance shall be deemed guilty of a misdemeanor and upon conviction thereof shall be fined in a sum not to exceed Two Thousand Dollars (\$2,000) and a separate offense shall be deemed committed upon each day during or on which a violation occurs or continues.

SECTION 6. EFFECTIVE DATE. This Ordinance shall become effective from and after the date of its passage and final publication in accordance with the Charter of the City of Lake Dallas and/or applicable state law and it is accordingly so ordained.

PASSED AND APPROVED this the 9th day of May 2019.


Michael Barnhart, Mayor

ATTEST:


Codi Delcambre, City Secretary

APPROVED AS TO FORM:

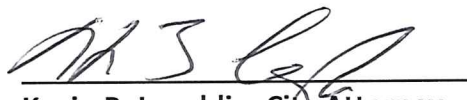
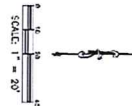
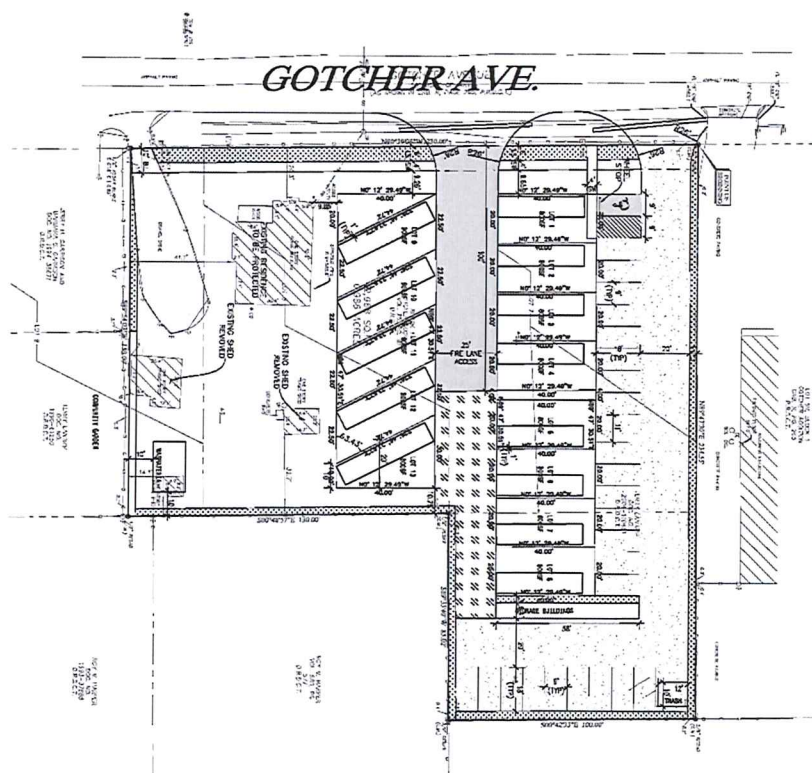

Kevin B. Laughlin, City Attorney
(kbl:5/6/19:107709)



Exhibit "B-1" Development Plan (amended)



LEGEND

- GRAVEL / ASPHALT
- LANDSCAPE AREA
- COMMON COURTYARD
- FIRE LANE

GENERAL NOTES:

1. THE DEVELOPER SHALL VERIFY THE EXISTING SITE AND UTILITIES AND SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS FROM THE CITY.
2. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS FROM THE CITY.
3. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS FROM THE CITY.
4. ALL UTILITIES AND MEASUREMENTS SHALL CONFORM TO THE CITY OF DALLAS REQUIREMENTS.
5. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS FROM THE CITY.
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19. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS FROM THE CITY.
20. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS FROM THE CITY.

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A. The owner shall verify the existing site and utilities and shall be responsible for obtaining all necessary permits from the city of Dallas.
B. The owner shall verify the existing site and utilities and shall be responsible for obtaining all necessary permits from the city of Dallas.
C. The owner shall verify the existing site and utilities and shall be responsible for obtaining all necessary permits from the city of Dallas.
D. The owner shall verify the existing site and utilities and shall be responsible for obtaining all necessary permits from the city of Dallas.
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CITY COUNCIL
AGENDA MEMO

Prepared By: John Cabrales Jr, Manager

December 12, 2019

Police Covered Parking Project

DESCRIPTION:

Receive a report and hold a discussion regarding the police covered parking project.

BACKGROUND INFORMATION:

On June 13, 2019, the city council received a staff briefing on several capital project needs. Staff was directed to bring back a resolution directing the publication of notice of intention to issue Certificates of Obligation for the following projects. On June 27, council directed staff to publish a notice of intention to issue Certificates of Obligation, and at the August 8, council meeting debt was issued to cover several capital projects including covered parking for police vehicles.

The Police Department is in need of covered parking for their vehicles, this would provide shelter for both twelve (12) police vehicles. This would protect the vehicles from any inclement weather damage and possibly extend their useful life. \$40,000 in debt was issued for this project. When the new Public Works Superintendent starts, he will be asked to gather quotes, and research if this project will have to be designed by a professional engineer under Texas Local Government Code 1001.053.

FINANCIAL CONSIDERATION:

There was \$40,000 in debt issued for this project.

RECOMMENDED MOTIONS:

None, discussion only

ATTACHMENT(S):

None