

**FARMERSVILLE CITY COUNCIL  
REGULAR SESSION AGENDA  
SEPTEMBER 25, 2012, 6:00 P.M.  
Council Chambers, City Hall  
205 S. Main Street**

**I. PRELIMINARY MATTERS**

- Call to Order, Roll Call, Prayer and Pledge of Allegiance. Mike Phillips, Pastor of Step of Faith, will lead the invocation
- Welcome guests and visitors: Anyone wanting to speak on any items that are not the subject of a Public Hearing on this agenda is asked to speak at this time, with an individual time limit of 3 minutes. This forum is limited to a total of 30 minutes. Please note that the City Council cannot comment or take any action on this item
- Old Time Saturday will be held on October 6<sup>th</sup> at the Onion Shed and South Main
- National Night Out, sponsored by the Police and Fire Departments will be held on October 16<sup>th</sup> at the Onion Shed
- Congratulations to Fire Chief Kim Morris for completing and receiving a "Head of Department Certification" through the Texas Commission on Fire Protection

**II. PUBLIC HEARINGS**

- A. Public Hearing – First Public Hearing for consideration of comments on the annexation of 20.537 acres by the City of Farmersville, described as follows:  
SITUATED in Collin County, Texas, in the W. B. Williams. Survey, Abstract No. A-952, being a survey of part of the 30.51 acre tract described in a deed to Bobby R. Roan, individually, and Odie Hall, trustee of the Odie Hall Living Trust as recorded under CC# 20060607000776690 of the Official Public records of Collin County, Texas

**III. READING OF ORDINANCES**

- A. Second Reading – Consider, discuss and act upon an ordinance to rescind and revoke Ordinance # 2009-30 regarding the Juvenile Case Manager Fund
- B. Second Reading – Consider, discuss and act upon an ordinance to establish policies and procedures regarding a Records Management Program
- C. First Reading – Consider, discuss and act upon an ordinance to change the Master Fee Schedule to increase the water rates effective October 1, 2012 due to the pass thru from NTMWD
- D. Only Reading – Consider, discuss and act upon an ordinance amending the zoning of the planned development for Camden Park

**IV. REGULAR AGENDA**

- A. Consider, discuss and act upon a resolution to adopt financial policies for the City of Farmersville
- B. Consider, discuss and act upon an annual contract with TLC NetCon for IT services

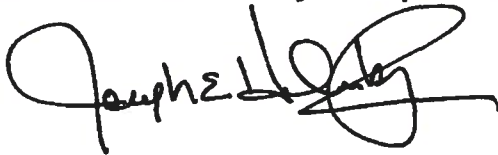
- C. Consider, discuss and act upon information regarding the Comprehensive Plan and receive a comprehensive presentation
- D. Consider, discuss and act upon Code Enforcement and the operations and mechanisms of how code enforcement operates
- E. Consider, discuss and act upon authorizing the City Manager to contract with Paul Glenn regarding an ADA transition plan
- F. Consider, discuss and act upon electing the Board of Trustees for the Texas Municipal League Intergovernmental Risk Pool
- G. Consider, discuss and act upon the street overlay of Orange Street

**V. REQUEST FOR CONSIDERATION OF PLACING ITEMS ON FUTURE AGENDAS**

**VI. ADJOURNMENT**

No action may be taken on comments received under "Recognition of Visitors".

**Dated this the 21<sup>st</sup> day of September, 2012.**



Joseph E. Helmberger, P.E., Mayor

*The City Council reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any matters listed on the agenda, as authorized by the Texas Government Code, including, but not limited to, Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices), 551.087 (Economic Development), 418.175-183 (Deliberations about Homeland Security Issues) and as authorized by the Texas Tax Code, including, but not limited to, Section 321.3022 (Sales Tax Information).*

*Persons with disabilities who plan to attend this meeting and who may need assistance should contact the City Secretary at 972-782-6151 or Fax 972-782-6604 at least two (2) working days prior to the meeting so that appropriate arrangements can be made. Handicap Parking is available in the front and rear parking lot of the building.*

I, the undersigned authority, do hereby certify that this Notice of Meeting was posted in the regular posting place of the City Hall building for Farmersville, Texas, in a place and manner convenient and readily accessible to the general public at all times, and said Notice was posted September 21, 2012 by 5:00 P.M. and remained so posted continuously at least 72 hours proceeding the scheduled time of said meeting.



Edie Sims, City Secretary





**TO:** Mayor and Councilmembers

**FROM:** City Manager Ben White

**DATE:** September 25, 2012

**SUBJECT:** First Public Hearing – To receive public comment on the annexation of 20.537 acres by the City of Farmersville, described as follows:

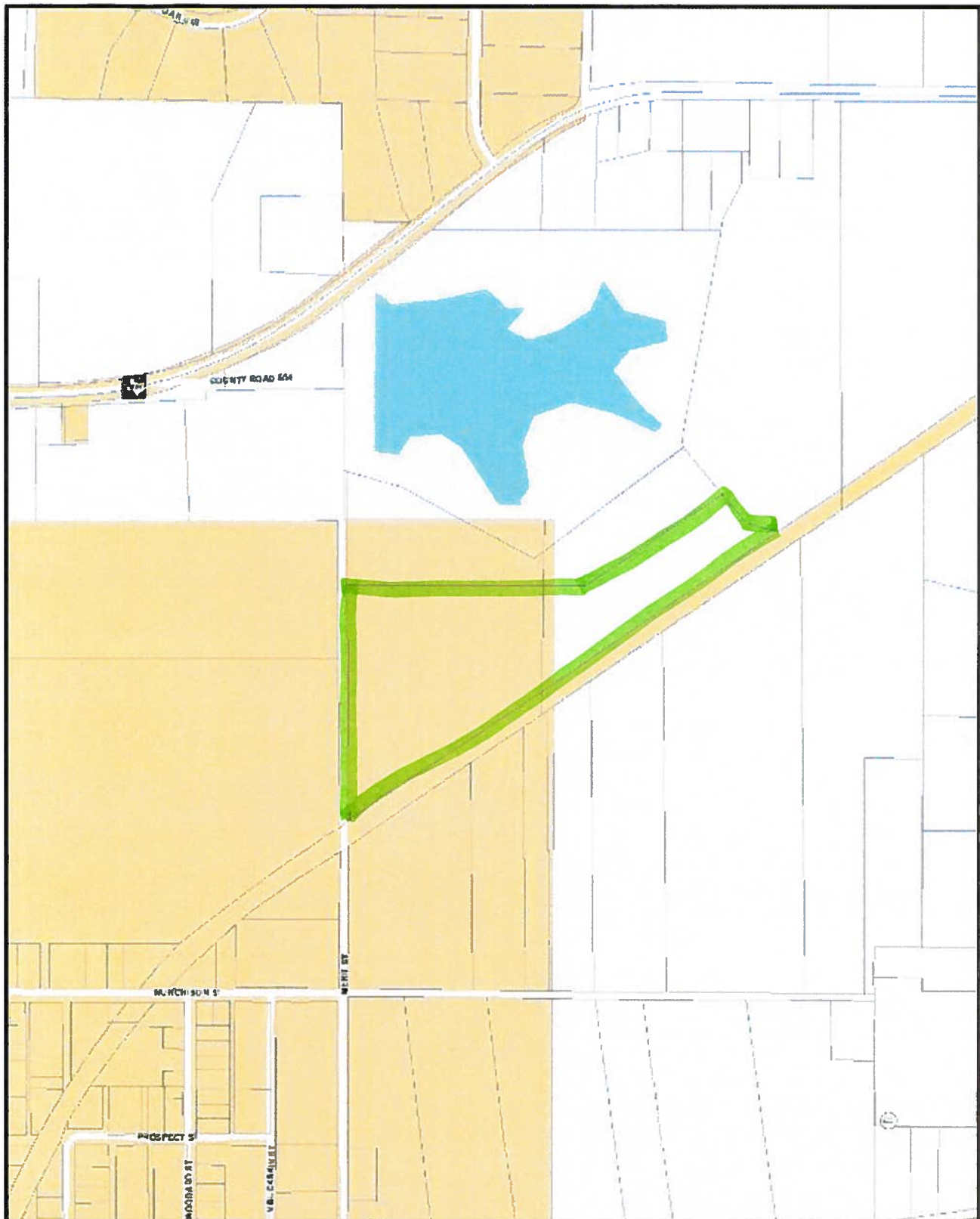
SITUATED in Collin County, Texas, in the W. B. Williams. Survey, Abstract No. A-952, being a survey of part of the 30.51 acre tract described in a deed to Bobby R. Roan, individually, and Odie Hall, trustee of the Odie Hall Living Trust as recorded under CC# 20060607000776690 of the Official Public records of Collin County, Texas.

- A map of the area is included for review.
- A legal description is provided for both parts in and outside the City.

**ACTION:**

- 1) Open Public Hearing and call the time.**
- 2) Ask for those FOR approving the annexation of property**
- 3) Ask for those OPPOSING the annexation of property**
- 4) Close Public Hearing and call the time.**

(II – A)



**Collin County Interactive**  
[www.collincountytexas.gov](http://www.collincountytexas.gov)



**DISCLAIMER**

Source data compiled from Collin County database. This map is a graphic representation and should only be used for illustrative purposes. In no way should this map be used for boundary dispute or locational conflict.

## ANNEXATION DESCRIPTION

STATE OF TEXAS  
COUNTY OF COLLIN

BEING all that tract of land in Collin County, Texas, out of the W.B. Williams Survey, A-952, and being part of that called 30.51 acres of land described in a deed to Bobby R. Roan, Individually, and Odie Hall, trustee of the Odie Hall Living Trust as recorded under CC# 20060607000776690 of the Official Public Records of Collin County, Texas, and being further described as follows:

BEGINNING at a 1/2 inch steel rod found capped "Stovall" at the East corner of that called 10.00 acres of land described in a deed to Elizabeth R. Keith and John E. Keith as recorded under CC# 20070329000421880 of the Official Public Records of Collin County, Texas, from which a fence corner post found at the North corner of said 10.00 acres bears North 39 degrees 33 minutes 11 seconds West, 246.23 feet for witness;

THENCE South 39 degrees 33 minutes 11 seconds East, 170.21 feet to a 1/2 inch steel rod found capped "Stovall" at a common angle point of said 30.51 acres and that called 47.1889 acres of land described as Fourth Tract in a deed to Rudolph Prikryl, Trustee of Sugar Hill Development as recorded in Volume 2418, Page 640 of the Deed Records of Collin County, Texas;

THENCE South 75 degrees 13 minutes 43 seconds East, 138.21 feet to a 1/2 inch steel rod found capped "Geer" on the Northwest line of said Chaparral Trail, at the East corner of said 30.51 acres, and at the South corner of said Fourth tract;

THENCE South 56 degrees 16 minutes 23 seconds West (Bearing Basis), 1106.55 feet along the Northwest line of said Chaparral Trail to a point on the existing city limit line of the City of Farmersville;

THENCE North 00 degrees 15 minutes 27 seconds East, 390.00 feet along said existing city limit line to a point on the South line of said 10.00 acres;

THENCE North 89 degrees 59 minutes 13 seconds East, 90.81 feet along the South line of said 10.00 acres to a 1/2 inch steel rod found capped "Stovall" at an angle point of said 10.00 acres;

THENCE North 56 degrees 17 minutes 04 seconds East, 704.15 feet along the Southeast line of said 10.00 acres to the POINT OF BEGINNING, containing 5.921 acres of land.

EXISTING LAND IN CITY LIMITS

STATE OF TEXAS  
COUNTY OF COLLIN

BEING all that tract of land in the City of Farmersville, Collin County, Texas, out of the W.B. Williams Survey, A-952, and being part of that called 30.51 acres of land described in a deed to Bobby R. Roan, Individually, and Odie Hall, trustee of the Odie Hall Living Trust as recorded under CC# 20060607000776690 of the Official Public Records of Collin County, Texas, and being further described as follows:

BEGINNING at a 1/2 inch steel rod found at the intersection of the center of Merit Street with the Northwest line of that tract of land described in a deed to the City of Farmersville as recorded in Volume 5201, Page 398 of the Land Records of Collin County, Texas, also known as Chaparral Trail (100'), same being the South corner of said 30.51 acres, from which a 1/2 inch steel rod found capped "Stovall" bears North 56 degrees 16 minutes 23 seconds East, 32.50 feet for witness;

THENCE North 00 degrees 05 minutes 14 seconds East, 1001.22 feet along said Merit Street to a 60d nail found at the Southwest corner of that called 10.00 acres of land described in a deed to Elizabeth R. Keith and John E. Keith as recorded under CC# 20070329000421880 of the Official Public Records of Collin County, Texas, from which a 1/4 inch steel rod found at the Northwest corner of said 10.00 acres bears North 00 degrees 05 minutes 14 seconds East, 481.97 feet for witness;

THENCE North 89 degrees 59 minutes 13 seconds East, 916.09 feet along the South line of said 10.00 acres to a point on the existing city limit for the City of Farmersville;

THENCE South 00 degrees 15 minutes 27 seconds West, 390.00 feet along said existing city limit line to a point on the Northwest line of said Chaparral Trail;

THENCE South 56 degrees 16 minutes 23 seconds West (Bearing Basis), 1101.20 feet along the Northwest line of said Chaparral Trail to the POINT OF BEGINNING, containing 14.616 acres of land.



**TO:** Mayor and Councilmembers

**FROM:** City Manager Ben White

**DATE:** September 25, 2012

**SUBJECT:** Second Reading – Consider, discuss and act upon an ordinance to rescind and revoke Ordinance # 2009-30 regarding the Juvenile Case Manager Fund

Ordinance is attached for review. Council approved first reading September 11, 2012.

**ACTION:** Approve or disapprove the Ordinance.

(III - A)

**CITY OF FARMERSVILLE  
ORDINANCE # O-2012-0925-001**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FARMERSVILLE, TEXAS, REPEALING AND RESCINDING ORDINANCE # 2009-30, RESCINDING THE JUVENILE CASE MANAGER FEE AND OTHER PROVISIONS RELATED TO THE SUBJECT MATTER HEREOF.**

**WHEREAS**, on October 13, 2009, the City Council of the City of Farmersville adopted Ordinance # 2009-30; and

**WHEREAS**, after the conclusion of findings, the City Council has concluded to repeal and rescind Ordinance # 2009-30; and

**WHEREAS**, the City has found that the need for a Juvenile Case Manager is untimely and was also found that juvenile cases are not substantial to mandate the necessity and obligation of a Juvenile Case Manager.

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

**Section 1.** Findings and Determinations. The findings and determinations set forth in the preambles are hereby declared true and correct.

**Section 2.** Repeal and Rescission. Ordinance # 2009-30 is hereby repealed and rescinded in its entirety.

**Section 3.** Effective Date.

(a) The repeal and rescission of Ordinance # 2009-30 shall be effective without any further action by the City upon adoption of this Ordinance.

(b) The City Manager is hereby authorized to take all reasonable and necessary action to comply with the intent of this ordinance.

**PASSED** on first reading on the 11<sup>th</sup> day of September, 2012, and second reading on the 25<sup>th</sup> day of September, 2012 at properly scheduled meetings of the City Council of the City of Farmersville, Texas, there being a quorum present, and approved by the Mayor on the date set out below.

ATTEST:

\_\_\_\_\_  
Joseph E. Helmberger, P.E., Mayor

\_\_\_\_\_  
Edie Sims, City Secretary





**TO:** Mayor and Councilmembers

**FROM:** City Manager Ben White

**DATE:** September 25, 2012

**SUBJECT:** Second Reading – Consider, discuss and act upon an ordinance to establish policies and procedures regarding a Records Management Program

Ordinance is attached for review. Council approved first reading September 11, 2012.

**ACTION:** Approve or disapprove the Ordinance.

(III – B)

**CITY OF FARMERSVILLE  
ORDINANCE #O-2012-0925-002**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FARMERSVILLE, TEXAS, ESTABLISHING POLICIES AND PROCEDURES REGARDING A RECORDS MANAGEMENT PROGRAM WHICH ARE CONSISTENT WITH THE LOCAL GOVERNMENT RECORDS ACT; DECLARING PUBLIC PROPERTY AND POLICY; DESIGNATION OF RECORDS MANAGEMENT OFFICER; DUTIES OF RECORDS MANAGEMENT OFFICER AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, Title 6, Subtitle C, Local Government Code (Local Government Records Act) provides that a municipality must establish by ordinance an active and continuing records management program to be administered by a Records Management Officer; and

**WHEREAS**, the City of Farmersville desires to adopt an ordinance for that purpose and to prescribe policies and procedures consistent with the Local Government Records Act and in the interests of cost-effective and efficient recordkeeping; **NOW THEREFORE:**

**BE IT ORDAINED BY THE City of Farmersville OF City of Farmersville:**

**SECTION 1. DEFINITION OF MUNICIPAL RECORDS.** All documents, papers, letters, books, maps, photographs, sound or video recordings, microfilm, magnetic tape, electronic media, or other information recording media, regardless of physical form or characteristic and regardless of whether public access to them is open or restricted under the laws of the state, created or received by the City of Farmersville or any of its officers or employees pursuant to law or in the transaction of public business are hereby declared to be the records of the City of Farmersville and shall be created, maintained, and disposed of in accordance with the provisions of this ordinance or procedures authorized by it and in no other manner.

**SECTION 2. ADDITIONAL DEFINITIONS.**

(1) "Department head" means the officer who by ordinance or administrative policy is in charge of an office of the City of Farmersville that creates or receives records.

(2) "Essential record" means any record of the City of Farmersville necessary to the resumption or continuation of its operations in an emergency or disaster, to the re-creation of its legal and financial status, or to the protection and fulfillment of obligations to the people of the state.

(3) "Permanent record" means any record of the City of Farmersville for which the retention period on a records control schedule is given as permanent.

(4) "Records control schedule" means a document prepared by or under the authority of the Records Management Officer listing the records maintained by the City of Farmersville, their retention periods, and other records disposition information that the records management program may require.

(5) "Records management" means the application of management techniques to the creation, use, maintenance, retention, preservation, and disposal of records for the purposes of reducing the costs and improving the efficiency of recordkeeping. The

term includes the development of records control schedules, the management of filing and information retrieval systems, the protection of essential and permanent records, the economical and space-effective storage of inactive records, control over the creation and distribution of forms, reports, and correspondence, and the management of micrographics and electronic and other records storage systems.

(6) "Records management officer" means the person designated in Section 5 of this ordinance.

(7) "Records management plan" means the plan developed under Section 6 of this ordinance.

(8) "Retention period" means the minimum time that must pass after the creation, recording, or receipt of a record, or the fulfillment of certain actions associated with a record, before it is eligible for destruction.

**SECTION 3. MUNICIPAL RECORDS DECLARED PUBLIC PROPERTY.** All municipal records as defined in Sec. 1 of this ordinance are hereby declared to be the property of the City of Farmersville. No municipal official or employee has, by virtue of his or her position, any personal or property right to such records even though he or she may have developed or compiled them. The unauthorized destruction, removal from files, or use of such records is prohibited.

**SECTION 4. POLICY.** It is hereby declared to be the policy of the City of Farmersville to provide for efficient, economical, and effective controls over the creation, distribution, organization, maintenance, use, and disposition of all municipal records through a comprehensive system of integrated procedures for their management from creation to ultimate disposition, consistent with the requirements of the Texas Local Government Records Act and accepted records management practice.

**SECTION 5. DESIGNATION OF RECORDS MANAGEMENT OFFICER.** The City Secretary, and the successive holders of said office, shall serve as Records Management Officer for the City of Farmersville. As provided by state law, each successive holder of the office shall file his or her name with the director and librarian of the Texas State Library within thirty days of the initial designation or of taking up the office, as applicable.

**SECTION 6. RECORDS MANAGEMENT PLAN TO BE DEVELOPED; APPROVAL OF PLAN; AUTHORITY OF PLAN.**

(a) The Records Management Officer shall develop a records management plan for the City of Farmersville for submission to the City of Farmersville. The plan must contain policies and procedures designed to reduce the costs and improve the efficiency of recordkeeping, to adequately protect the essential records of the municipality, and to properly preserve those records of the municipality that are of historical value. The plan must be designed to enable the Records Management Officer to carry out his or her duties prescribed by state law and this ordinance effectively.

(b) Once approved by the City of Farmersville the records management plan shall be binding on all offices, departments, divisions, programs, commissions, bureaus,

boards, committees, or similar entities of the City of Farmersville and records shall be created, maintained, stored, microfilmed, or disposed of in accordance with the plan.

(c) State law relating to the duties, other responsibilities, or recordkeeping requirements of a department head do not exempt the department head or the records in the department head's care from the application of this ordinance and the records management plan adopted under it and may not be used by the department head as a basis for refusal to participate in the records management program of the City of Farmersville.

**SECTION 7. DUTIES OF RECORDS MANAGEMENT OFFICER.**<sup>1</sup> In addition to other duties assigned in this ordinance, the Records Management Officer shall:

- (1) administer the records management program and provide assistance to department heads in its implementation;
- (2) plan, formulate, and prescribe records disposition policies, systems, standards, and procedures;
- (3) in cooperation with department heads identify essential records and establish a disaster plan for each municipal office and department to ensure maximum availability of the records in order to re-establish operations quickly and with minimum disruption and expense;
- (4) develop procedures to ensure the permanent preservation of the historically valuable records of the city;
- (5) establish standards for filing and storage equipment and for recordkeeping supplies;
- (6) study the feasibility of and, if appropriate, establish a uniform filing system and a forms design and control system for the City of Farmersville;
- (7) monitor records retention schedules and administrative rules issued by the Texas State Library and Archives Commission to determine if the records management program and the municipality's records control schedules are in compliance with state regulations;
- (8) disseminate to the City of Farmersville and department heads information concerning state laws and administrative rules relating to local government records;
- (9) ensure that the maintenance, preservation, microfilming, destruction, or other disposition of the records of the CITY OF FARMERSVILLE are carried out in accordance with the policies and procedures of the records management program and the requirements of state law;
- (10) maintain records on the volume of records destroyed under approved records control schedules or through records destruction authorization requests, the volume

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<sup>1</sup> The wording of Subsections (1), (3), (4), (8), and (9) is derived directly from the duties and responsibilities of records management officers set out in state law in § 203.023, Local Government Code. The other duties prescribed are standard features in the centralized direction of records management programs. These duties fall well within the scope of the definition of records management in Section 2 of this model, the wording of which is taken directly from the definition of records management offered in the Texas Local Government Records Act, § 201.003(13).

of records microfilmed or stored electronically, and the estimated cost and space savings as the result of such disposal or disposition;

(11) report annually to the City of Farmersville on the implementation of the records management plan in each department of the City of Farmersville, including summaries of the statistical and fiscal data compiled under Subsection (10); and

(12) bring to the attention of the City of Farmersville non-compliance by department heads or other municipal personnel with the policies and procedures of the records management program or the Local Government Records Act.

**SECTION 8. DUTIES AND RESPONSIBILITIES OF DEPARTMENT HEADS.** In addition to other duties assigned in this ordinance, department heads shall:

(1) cooperate with the Records Management Officer in carrying out the policies and procedures established in the City of Farmersville for the efficient and economical management of records and in carrying out the requirements of this ordinance;

(2) adequately document the transaction of government business and the services, programs, and duties for which the department head and his or her staff are responsible; and

(3) maintain the records in his or her care and carry out their preservation, microfilming, destruction, or other disposition only in accordance with the policies and procedures of the records management program of the City of Farmersville and the requirements of this ordinance.

**SECTION 9. RECORDS CONTROL SCHEDULES TO BE DEVELOPED; APPROVAL; FILING WITH STATE.**

(a) The Records Management Officer, in cooperation with department heads, shall prepare records control schedules on a department by department basis listing all records series created or received by the department and the retention period for each series. Records control schedules shall also contain such other information regarding the disposition of municipal records as the records management plan may require.

(b) Each records control schedule shall be monitored and amended as needed by the Records Management Officer on a regular basis to ensure that it is in compliance with records retention schedules issued by the state and that it continues to reflect the recordkeeping procedures and needs of the department and the records management program of the City of Farmersville.

(c) Before its adoption a records control schedule or amended schedule for a department must be approved by the department head and the City of Farmersville.

(d) Before its adoption a records control schedule must be submitted to and accepted for filing by the director and librarian as provided by state law. If a schedule is not accepted for filing, the schedule shall be amended to make it acceptable for filing. The Records Management Officer shall submit the records control schedules to the director and librarian.

**SECTION 10. IMPLEMENTATION OF RECORDS CONTROL SCHEDULES; DESTRUCTION OF RECORDS UNDER SCHEDULE.**

(a) A records control schedule for a department that has been approved and adopted under Section 9 shall be implemented by department heads according to the policies and procedures of the records management plan.

(b) A record whose retention period has expired on a records control schedule shall be destroyed unless an open records request is pending on the record, the subject matter of the record is pertinent to a pending law suit, or the department head requests in writing to the Records Management Officer that the record be retained for an additional period.

(c) Prior to the destruction of a record under an approved records control schedule, authorization for the destruction must be obtained by the Records Management Officer from the City of Farmersville.

**SECTION 11. DESTRUCTION OF UNSCHEDULED RECORDS.** A record that has not yet been listed on an approved records control schedule may be destroyed if its destruction has been approved in the same manner as a record destroyed under an approved schedule and the Records Management Officer has submitted to and received back from the director and librarian an approved destruction authorization request.

**SECTION 12:** This Ordinance shall take effect and be in full force from and after its passage, as provided by the laws of the State of Texas.

**PASSED** on first reading on the 11<sup>th</sup> day of September, 2012, and second reading on the 25<sup>th</sup> day of September, 2012 at properly scheduled meetings of the City Council of the City of Farmersville, Texas, there being a quorum present, and approved by the Mayor on the date set out below.

**APPROVED THIS 25<sup>th</sup> DAY OF SEPTEMBER, 2012.**

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Joseph E. Helmberger, P.E., Mayor  
City of Farmersville, Texas

**ATTEST:**

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Edie Sims, City Secretary



TO: Mayor and Councilmembers

FROM: City Manager Ben White

DATE: September 25, 2012

SUBJECT: First Reading – Consider, discuss and act upon an ordinance to change the Master Fee Schedule to increase the water rates effective October 1, 2012 due to the pass thru from NTMWD

Ordinance is attached for review.

**ACTION: Approve or disapprove the Ordinance.**

**CITY OF FARMERSVILLE  
ORDINANCE #O-2012-1009-002**

**AN ORDINANCE OF THE CITY OF FARMERSVILLE, TEXAS, AMENDING THE CODE OF ORDINANCES OF THE CITY OF FARMERSVILLE, TEXAS, THROUGH THE AMENDMENT OF THE MASTER FEE SCHEDULE BY AMENDING THE WATER SERVICE FEES ADOPTED THROUGH SECTION 11.122.4, ENTITLED "WATER SERVICE FEES"; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING A REPEALER CLAUSE; PROVIDING A PENALTY CLAUSE; AND PROVIDING FOR PUBLICATION AND AN EFFECTIVE DATE.**

**WHEREAS**, the City of Farmersville, Texas ("City"), is a customer of North Texas Municipal Water District (NTMWD); and

**WHEREAS**, NTMWD obtains a large portion of its water from Lake Texoma to serve its member cities; and

**WHEREAS**, NTMWD cannot presently transport water from Lake Texoma through its existing pipeline and the natural creeks through which such water supply was previously transported due to an infestation of zebra mussels in Lake Texoma and certain federal regulations regarding invasive species like zebra mussels; and

**WHEREAS**, NTMWD has been afforded extra water supplies from other reservoirs to offset the emergency conditions caused by the drought and the zebra mussel infestation, the right to which extra water supply will soon expire and NTMWD does not have a continuing right of use; and

**WHEREAS**, the continuing and projected drought conditions impacting NTMWD's member cities requires NTMWD to construct a new pipeline to transport water from Lake Texoma to NTMWD's treatment facilities in Wylie to allow NTMWD to continue supplying treated drinking water to all customers of NTMWD if the drought conditions persist; and

**WHEREAS**, NTMWD has determined to pass through the cost of such water transportation pipeline facility evenly throughout all of its customers, which pass-through will increase the cost to be paid by the City to provide water to its residents; and

**WHEREAS**, the City desires to modify the Master Fee Schedule related to the cost of water service provided by the City via NTMWD; and

**WHEREAS**, the City Council of the City of Farmersville, Texas, finds that all prerequisites to the adoption of this Ordinance have been met;

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



## Section 1. FINDINGS INCORPORATED

All the above premises are hereby found to be true and correct legislative and factual findings of the City of Farmersville, and they are hereby approved and incorporated into the body of this Ordinance as if restated herein in their entirety.

## Section 2. MASTER FEE SCHEDULE FOR WATER SERVICE AMENDED

From and after the effective date of this Ordinance, the Master Fee Schedule is hereby amended in part by deleting the current Water Service Fee charges and replacing said fees with new Water Service Fees in accordance with Section 11.122.4 of the Code of Ordinances to read as follows:

WATER SERVICE	MONTHLY FEE
<b>Inside City Limits:</b>	
Meter Charge (Includes 1,000 gallons)	
3/4 inch or less	\$ 10.99
1 inch	18.18
1 1/2 inch	36.15
2 inch	57.71
3 inch	64.90
4 inch	179.90
6 inch	359.60
Volumetric Charges (per 1,000 gallons)	
1,001 to 10,000 gallons	\$ 4.94
10,001 to 20,000 gallons	6.54
In excess of 20,000 gallons	8.12
<b>Outside City Limits:</b>	
Residential or Commercial Customers of Record Prior to 1985	
Meter Charge (includes 1,000 gallons)	
3/4 inch or less	\$ 16.49
1 inch	27.27
1 1/2 inch	54.23
2 inch	86.57
3 inch	97.35
4 inch	269.85
6 inch	539.50
Volumetric Charges (per 1,000 gallons)	
1,001 to 10,000 gallons	\$ 7.41
10,001 to 20,000 gallons	9.81
In excess of 20,000 gallons	12.18
<b>Outside City Limits:</b>	
Residential or Commercial Customers of Record Since 1985	
Meter Charge (includes 1,000 gallons)	
3/4 inch or less	\$ 21.98
1 inch	36.36
1 1/2 inch	72.30
2 inch	115.42

3 inch	129.80
4 inch	359.80
6 inch	719.20
Volumetric Charges (per 1,000 gallons)	
1,001 to 10,000 gallons	\$ 9.88
10,001 to 20,000 gallons	13.08
In excess of 20,000 gallons	16.24
<b>Outside City Limits:</b>	
Old Customers of Caddo Park Rate Information	
Meter Charge (includes 1,000 gallons)	
3/4 inch or less	\$ 15.78
1 inch	27.27
1 1/2 inch	54.23
2 inch	86.57
3 inch	97.35
4 inch	269.83
6 inch	539.40
Volumetric Charges (per 1,000 gallons)	
1,001 to 10,000 gallons	\$ 7.41
10,001 to 20,000 gallons	9.81
In excess of 20,000 gallons	12.18

### **Section 3. SEVERABILITY CLAUSE**

It is hereby declared to be the intention of the City Council that the words, phrases, clauses, sentences, paragraphs and sections of this Ordinance are severable, and if any word, phrase, clause, sentence, paragraph or section of this Ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining words, phrases, clauses, sentences, paragraphs and sections of this Ordinance, since the same would have been enacted by the City Council without the incorporation of any such unconstitutional word, phrase, clause, sentence, paragraph or section.

### **Section 4. SAVINGS CLAUSE**

The Code of Ordinances, City of Farmersville, Texas, as amended, shall be and remain in full force and effect save and except as amended by this Ordinance.

### **Section 5. REPEALER CLAUSE**

Any provision of any prior ordinance of the City, whether codified or uncoded, which is in conflict with any provision of this Ordinance, is hereby repealed to the extent of the conflict, but all other provisions of the ordinances of the City, whether codified or uncoded, which are not in conflict with the provisions of this Ordinance shall remain in full force and effect.

### **Section 6. PENALTY CLAUSE**

Any person, firm, or corporation violating any of the provisions or terms of this Ordinance shall be guilty of a misdemeanor and upon conviction, shall be fined a sum

not to exceed \$2,000.00 for each offense, and each and every violation or day such violation shall continue or exist, shall be deemed a separate offense.

#### **Section 7. EFFECTIVE DATE**

This Ordinance shall take effect October 1, 2012, as the law in such cases provides and with the immediate publication of the caption.

#### **Section 8. APPROVAL ON ONE READING**

It is hereby determined by the City Council of the City of Farmersville, Texas that good cause exists for the adoption of this Ordinance on one reading in that the subject matter hereof arises out of unforeseen financial matters that could negatively impact the finances of the City and which subject matter also falls within a recognized exception to the City Council's policy of approving all ordinances upon two readings thereof separated by at least seven days.

**PASSED** on first and only reading on the 25th day of September, 2012, at a properly scheduled meeting of the City Council of the City of Farmersville, Texas, there being a quorum present, and approved by the Mayor on the date set out below.

APPROVED:

\_\_\_\_\_  
Joseph E. Helmberger, P.E., Mayor

ATTEST:

\_\_\_\_\_  
Edie Sims, City Secretary



TO: Mayor and Councilmembers

FROM: City Manager Ben White

DATE: September 25, 2012

SUBJECT: Only Reading – Consider, discuss and act upon an ordinance amending the zoning of the planned development for Camden Park

Ordinance is attached for review. Packets have been delivered to the Council with copies of the Concept Plan map and the Zoning Exhibit

**ACTION: Approve or disapprove the Ordinance.**

(III – D)

**CITY OF FARMERSVILLE  
ORDINANCE #2012-0925-003**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FARMERSVILLE, TEXAS AMENDING THE OFFICIAL ZONING DISTRICT MAP OF THE COMPREHENSIVE ZONING ORDINANCE, ORDINANCE NO. 2004-01, AS AMENDED, BY CHANGING THE ZONING ON APPROXIMATELY 100.81 ACRES OF LAND IN THE W. B. WILLIAMS SURVEY, ABSTRACT NO. 952, IN THE CITY OF FARMERSVILLE, COLLIN COUNTY, TEXAS, FROM PLANNED DEVELOPMENT DISTRICT WITH SINGLE-FAMILY 3 (SF-3), MULTI-FAMILY 2 (MF-2), AND COMMERCIAL (C) DISTRICT USES TO PLANNED DEVELOPMENT DISTRICT WITH SINGLE-FAMILY 3 (SF-3), MULTI-FAMILY 2 (MF-2), AND COMMERCIAL (C) DISTRICT USES AND APPROVING CERTAIN EXCEPTIONS TO THE REQUIREMENTS ESTABLISHED BY THE BASE ZONING OF SINGLE-FAMILY 3 (SF-3) DISTRICT APPLICABLE HERETO REGARDING MINIMUM LOT WIDTH, SIDE YARD SETBACK, MINIMUM LOT AREA, FRONT YARD SETBACK AND MAXIMUM LOT COVERAGE IN ACCORDANCE WITH THE SPECIFIC REQUIREMENTS STATED HEREIN AND EXHIBITS ATTACHED HERETO; REPEALING ALL CONFLICTING ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY; DIRECTING A CHANGE ACCORDINGLY IN THE OFFICIAL ZONING MAP OF THE CITY; AND PROVIDING FOR A SEVERABILITY CLAUSE AND AN EFFECTIVE DATE.**

**WHEREAS**, after public notice and public hearing as required by law, the Planning and Zoning Commission of the City of Farmersville, Texas, has recommended a change in zoning classification of the property described herein and has recommended amending the official zoning map of the City of Farmersville, Texas, regarding the rezoning of the property hereinafter described; and

**WHEREAS**, all legal requirements, conditions, and prerequisites have been complied with prior to this case coming before the City Council of the City of Farmersville; and

**WHEREAS**, the City Council of the City of Farmersville, after public notice and public hearing as required by law, and upon due deliberation and consideration of the recommendation of the Planning and Zoning Commission of the City of Farmersville and of all testimony and information submitted during said public hearings, has determined that in the public's best interest and in support of the health, safety, morals, and general welfare of the citizens of the City, the zoning of the property described herein shall be changed and that the official zoning map of the City of Farmersville, Texas, should be amended to reflect the rezoning of the property herein described;

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

**SECTION I.** All of the above premises are found to be true and correct legislative and factual determinations of the City of Farmersville and are hereby

approved and incorporated into the body of this Ordinance as if copied in their entirety.

**SECTION II.** From and after the effective date of this Ordinance, the property described herein shall be rezoned as set forth in this section, and the Official Zoning Map of the Comprehensive Zoning Ordinance, Ordinance No. 2004-01, as amended, of the City of Farmersville, Texas, is hereby amended and changed in the following particulars to reflect the action taken herein, and all other existing sections, subsections, paragraphs, sentences, definitions, phrases, and words of the City's Zoning Ordinance are not amended but shall remain intact and are hereby ratified, verified, and affirmed, in order to create a change in the zoning classification of the property described herein, as follows:

That certain tract of land containing approximately 100.81 acres of land in the W. B. Williams Survey, Abstract No. 952, and more fully described on the "Zoning Exhibit" attached hereto and incorporated herein for all purposes (the "Property"), presently zoned Planned Development District with Single-Family 3 (SF-3), Multi-Family 2 (MF-2), and Commercial (C) District uses to Planned Development District with Single-Family 3 (SF-3) uses on Tract 1 containing approximately 55.13 acres of land, Multi-Family 2 (MF-2) uses on Tracts 3 and 4 containing approximately 18.21 acres and 10.30 acres of land, respectively, and Commercial (C) District uses on Tract 2 containing approximately 15.27 acres of land on such tracts as generally depicted on the Zoning Exhibit attached hereto as Exhibit "A" and in accordance with Exhibit "B" (Development Standards), and Exhibit "C" (Concept Plan) all of which exhibits are incorporated herein by reference for all purposes allowed by law. In the event of any conflict between the foregoing exhibits and this Ordinance, the language and contents of this Ordinance shall control.

**SECTION III.** It is directed that the official zoning map of the City of Farmersville be changed to reflect the zoning classification established by this Ordinance.

**SECTION IV.** It is further directed that the following waivers or exceptions are approved through the adoption of this Planned Development District from the requirements of the Single-Family 3 (SF-3) base zoning district applicable to that portion of the Property identified herein as Tract 1 as depicted on the Concept Plan and the Zoning Exhibit attached hereto and incorporated herein by reference for all purposes allowed by law:

- (a) A waiver or variance is hereby granted from Section 77-161 to allow the minimum lot area to be reduced to no less than 3,200 square feet in area;
- (b) A waiver or variance is hereby granted from Section 77-162 to allow the minimum lot width to be reduced to no less than forty feet (40');
- (c) A waiver or variance is hereby granted from Section 77-164 to increase the minimum dwelling size to no less than 1,200 square feet in area;
- (d) A waiver or variance is hereby granted from Section 77-165 to require a front yard setback for those corner lots that have frontage upon two

streets requiring a minimum twenty-foot (20') front yard setback along the street upon which the lot is addressed and a minimum fifteen-foot (15') front yard setback along the other street;

- (e) A waiver or variance is granted from Section 77-166 to require a side yard setback of at least five feet (5') along one side of any lot and allowing the opposite side yard setback to be reduced to as little as zero-feet on the same lot, subject to compliance with the most recent version of the International Fire Code adopted by the City, provided that the minimum side yard requirement adjacent to a street shall be at least fifteen feet (15'); and
- (f) A waiver or variance is granted from Section 77-168 to require the maximum lot coverage to be no more than sixty percent (60%) of the lot area.

**SECTION V.** All provisions of the ordinances of the City of Farmersville in conflict with the provisions of this Ordinance are hereby repealed, and all other provisions of the ordinances of the City of Farmersville not in conflict with the provisions of this Ordinance, shall remain in full force and effect.

**SECTION VI.** It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs, and sections of this Ordinance are severable, and if any phrase, clause, sentence, paragraph, or section of this Ordinance shall be declared unconstitutional by any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs, and sections of this Ordinance, since same would have been enacted by the City Council without the incorporation in this Ordinance of any such unconstitutional phrase, clause, sentence, paragraph, or section, and said remaining portions shall remain in full force and effect.

**SECTION VII.** Any person, firm or corporation violating any of the provisions of this Ordinance shall be deemed guilty of a misdemeanor and, upon conviction in the municipal court of the City of Farmersville, Texas, shall be punished by a fine not to exceed the sum of two thousand dollars (\$2,000.00) for each offense; and each and every day such violation shall continue shall be deemed to constitute a separate offense.

**SECTION VIII.** This ordinance shall be in full force and effect from and after its passage, approval, recording, and publication as provided by law.

*[Remainder of page left blank intentionally.]*

**PASSED** on first and final reading on the 25<sup>th</sup> day of September, 2012, at a properly scheduled meeting of the City Council of the City of Farmersville, Texas, there being a quorum present, and approved by the Mayor on the date set out below.

**APPROVED THIS 25<sup>th</sup> DAY OF SEPTEMBER, 2012.**

**APPROVED:**

\_\_\_\_\_  
Joseph E. Helmberger, P.E., Mayor

**ATTEST:**

\_\_\_\_\_  
Edie Sims, City Secretary



**Exhibit "A"**  
*Zoning Exhibit*

## **Exhibit "B"**

### *Development Standards*

#### **CAMDEN PARK**

The Development depicted in Exhibit "C" shall be in accordance with the City of Farmersville's Zoning Ordinance, Subdivision Regulations and other applicable ordinances, as amended, and shall be subject to the following requirements and conditions.

**A. Single-Family 3 (SF-3) Base Zoning District uses.** Development of the Single-Family 3 (SF-3) Base Zoning District area designated on Exhibit "A," the Zoning Exhibit, and Exhibit "C," the Concept Plan for CAMDEN PARK containing approximately 55.13<sup>±</sup> acres, shall be in compliance with all regulations applicable to Single-Family 3 (SF-3) District uses and Planned Development (PD) Districts contained in the City's Code of Ordinances, as amended, save and except only to the extent otherwise specifically provided to the contrary in this Ordinance.

1. **PERMITTED USES:** The following uses may be permitted in areas designated on Exhibit "A" as Single-Family 3 (SF-3) District uses:
  - a. Zero Lot-Line Detached Single-Family Homes;
  - b. Duplex Attached Single-Family Homes; and
  - c. A Senior Center owned and/or operated for cultural, recreational, athletic, or entertainment purposes associated with the project.
2. **SPECIFIC USES:** The following uses may be permitted in areas designated on Exhibit "C" as Single-Family 3 (SF-3) District uses with a Specific Use Permit (SUP) approved by the City Council:
  - a. All uses as identified and defined in the Farmersville, Texas Code of Ordinances as being permitted upon approval a Specific Use Permit (SUP).
3. **TEMPORARY USES:** The following uses may be permitted in areas designated on Exhibit "C" as Single-Family 3 (SF-3) District uses only upon approval of a temporary use permit by the City Council:
  - a. All uses as identified and defined in the Farmersville, Texas Code of Ordinances as being permitted upon approval a temporary use permit.

#### 4. **MINIMUM AND MAXIMUM DIMENSIONS.**

- a. **Minimum lot area per dwelling.** The minimum lot area per dwelling unit in the Single-Family 3 (SF-3) District shall be 3,200 square feet.
- b. **Minimum lot width.** The minimum lot width for residential uses in the Single-Family 3 (SF-3) District shall be 40 feet.
- c. **Minimum floor area per unit.** The minimum floor area per dwelling unit in the Single-Family 3 (SF-3) District shall be 1,200 square feet.
- d. **Minimum front yard.** The minimum front yard requirement in the Single-Family 3 (SF-3) District shall be 20 feet, except that the front yard setback for those corner lots that have frontage upon two streets requiring a minimum 20 foot front yard setback along the street upon which the lot is addressed and a minimum 15 foot front yard setback along the other street.
- e. **Minimum side yard.** The minimum side yard requirement in the Single-Family 3 (SF-3) District shall be at least 5 feet along one side of any lot and allowing the opposite side yard setback to be reduced to as little as zero-feet on the same lot, subject to compliance with the most recent version of the International Fire Code adopted by the City for all uses. The minimum side yard requirement adjacent to a street shall be at least 15 feet.
- f. **Minimum rear yard.** The minimum rear yard in the Single-Family 3 (SF-3) District shall be 10 feet.
- g. **Maximum lot coverage.** The maximum lot coverage in the Single-Family 3 (SF-3) District shall be 60 percent.
- h. **Maximum floor area ratio.** There shall be no maximum floor area requirement in the Single-Family 3 (SF-3) District.
- i. **Maximum height.** The maximum height of buildings and structures in the Single-Family 3 (SF-3) District shall be two stories or 20 feet to the top plate.

5. **PROHIBITED USES:** Any use not indicated within the Permitted Uses, Specific Uses, or Temporary Uses above shall not be permitted within this Planned Development District.

#### 6. **MISCELLANEOUS STANDARDS:**

- a. The maximum number of lots used for residential purposes shall be limited to 333 lots.
- b. Developer shall create a homeowner's association identified as the Camden Park Homeowner's Association (the "Association") to which entity all open space shall be developed. Membership

in the Association shall be mandatory for all owners of property and such membership shall be conditioned upon ownership of property within the Single-Family 3 (SF-3) District area and such membership shall be transferred from owner to owner together with the conveyance of any real property within said area.

- c. Developer shall cause Covenants, Conditions and Restrictions (Deed Restrictions) to be prepared and filed in the Deed Records of Collin County, Texas – subject to approval of the City of Farmersville's City Attorney -- that will cause the ownership and occupancy of all single-family homes within the Single-Family 3 (SF-3) District area to be age-restricted to persons age 55 and older in accordance with the provisions of the Housing for Older Persons Act of 1995, as amended, ("HOPA") established in the Fair Housing Act (Title VIII of the Civil Rights Act of 1968, as amended, 42 U.S.C. 3601–3619) ("FHA"). The Association shall be responsible for the enforcement of said Deed Restrictions, subject to the enforcement rights of the individual owner(s) of any property within the Single-Family 3 (SF-3) District area that is similarly burdened by or subject to said Deed restrictions.
- d. In addition to all sidewalks and other public improvements required by the Farmersville, Texas Code of Ordinances, Developer shall construct and maintain, at no cost to City, a meandering 5 foot wide asphalt or concrete trail running along the rear property line of each such lot to encourage a sense of neighborhood, community, and walkability throughout, about and between the Open Space areas within the Camden Park development designated on Exhibit "C" (the "Trail System"). The Trail System shall also be extended from the Single-Family 3 (SF-3) District area, connected to and continued through the Multi-Family 2 (MF-2) District area to link with and continue through and about the Commercial (C) District area to create a fully integrated development. Developer shall also construct and maintain, at no cost to City, a minimum of twenty (20) six foot long stationary benches with concrete pads within the Open Space areas designated on Exhibit "C" within the Single-Family 3 (SF-3) District area. Such Open Space areas shall be grassed and may be landscaped with other trees and plants, irrigated and thereafter maintained (including the Trail System) by the Association.

**B. Multi-Family 2 (MF-2) Base Zoning District uses.** Development of the Multi-Family 2 (MF-2) Base Zoning District area designated on Exhibit "A," the Zoning Exhibit, and Exhibit "C," the Concept Plan for CAMDEN PARK containing approximately 28.51<sup>±</sup> acres, shall be in compliance with all regulations applicable to Multi-Family 2 (MF-2) District uses and Planned Development (PD) Districts contained in the City's Code of Ordinances, as

amended, save and except only to the extent otherwise specifically provided to the contrary in this Ordinance.

**C. Commercial (C) Base Zoning District uses.** Development of the Commercial (C) Base Zoning District area designated on Exhibit "A," the Zoning Exhibit, and Exhibit "C," the Concept Plan for CAMDEN PARK containing approximately 15.27<sup>±</sup> acres, shall be in compliance with all regulations applicable to Commercial (C) District uses and Planned Development (PD) Districts contained in the City's Code of Ordinances, as amended, save and except only to the extent otherwise specifically provided to the contrary in this Ordinance.

**Exhibit "C"**

*Concept Plan*



**TO:** Mayor and Councilmembers

**FROM:** City Manager Ben White

**DATE:** September 25, 2012

**SUBJECT:** Consider, discuss and act upon a resolution to adopt financial policies for the City of Farmersville

- Resolution is attached for review.
- Financial policies are attached as Exhibit A

**ACTION:** Approve or disapprove the Resolution.

(IV – A)

**CITY OF FARMERSVILLE  
RESOLUTION # R-2012-0925-001**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FARMERSVILLE, TEXAS, ADOPTING THE FINANCIAL POLICIES FOR THE CITY OF FARMERSVILLE, AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the City of Farmersville acknowledges the need to adopt a Policy guide for the financial policies setting forth the basic framework for the City's fiscal management of the City; and,

**WHEREAS**, the City Council has reviewed the Financial Policies;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FARMERSVILLE, TEXAS THAT;**

**SECTION 1.** The City of Farmersville's Financial Policies are attached as Exhibit "A" and are available for public viewing at the Farmersville City Hall and on the City's website.

**SECTION 2.** The City of Farmersville's Financial Policies are hereby an adopted policy of the City of Farmersville.

**SECTION 3.** This Resolution shall take effect immediately from its passage.

**SECTION 4.** All provisions of the resolutions of the City of Farmersville in conflict with the provisions of this Resolution are hereby repealed, and all other provisions of the resolutions of the City of Farmersville not in conflict with the provisions of this Resolution, shall remain in full force and effect.

**DULY PASSED** by the City Council of the City of Farmersville on this 25<sup>th</sup> day of September, 2012.

\_\_\_\_\_  
Joseph E. Helmberger, P.E., Mayor

ATTEST:

\_\_\_\_\_  
Edie Sims, City Secretary



## **Exhibit A**

# **City of Farmersville, Texas Financial Policies**

# **BUDGET POLICY**

## ***Introduction:***

The City of Farmersville, Texas financial policies set forth the basic framework for the fiscal management of the City. These policies are to ensure consistency in the City's financial processes related to revenue, expenditures, purchasing, accounting, investing, fiscal management and integrity, and fund balance. The City's financial policies are intended to assist the City council and City staff in evaluating current activities and proposals for future programs. The policies are to be reviewed on an annual basis and modified to accommodate changing circumstances and conditions. The City of Farmersville will ensure long-standing policies that provide guidelines for current decision-making processes and future plans.

## ***Operating Budget Policies:***

The fiscal year of the City of Farmersville shall begin on October 1 of each calendar year and end on September 30 of the following calendar year. The fiscal year will also be established as the accounting and budget year.

The operating budget will be balanced with current revenues and a portion of beginning resources or fund balances which will be greater than or equal to current expenditures or expenses. The City Manager's budget shall assume, for each fund, operating revenues that are equal to, or exceed operating expenditures.

Annual estimates of revenues in all funds will be based on historical trends, and reasonable expectations and assumptions regarding growth, the state of the economy, and other relevant factors. A conservative approach will be observed in estimating revenues.

Expenditures in all funds will be managed so as to ensure the fund's obligations are met when due. Throughout the year the Finance Department will provide regular budgetary comparisons reports to Department Supervisors and the City Manager. These reports will highlight Current Budget, Current Period, Year to Date Actual, and Budget Balance expenditures and revenues. These periodic budgetary comparisons statements of revenue and expenditures will allow department directors to adequately manage their department's budget and anticipate revenues and expenditures.

Expenditures within the each Fund will remain within each department's original appropriation unless an intra-department budget transfer is approved by the City Manager. The City Manager is authorized to approve intra-department transfers. Only the City Council may approve inter-fund transfers. Budget amendments will occur when total actual expenditures exceed budgeted expenditures in any fund(s). Budget amendments are authorized only by the City Council approved by ordinance. If at any time during a fiscal year the City Manager estimates that current year expenditures in any fund will exceed available revenues, the City Manager will submit a plan to the City Council addressing the estimated deficit including a plan of action to overcome the estimated deficit.

Farmersville's budget process is coordinated to identify mayor economic and budget issues for the City Council to consider several months prior to the budget approval date. In this way, the

Council has adequate time to evaluate decisions and ensure proper decisions are made. The budget review process will include City Council, City staff, and citizen participation through public hearings.

Each department head is responsible for ensuring proper budgetary procedures are followed throughout his or her department.

Investments made by the City of Farmersville will be in compliance with policies contained in the City of Farmersville Investment Policy and the Public Funds Investment Act. All investments will be evaluated upon safety, liquidity, and yield. Interest earned from investment of available funds is based on departmental ownership of the invested dollars and will be booked to the appropriate department's fund when realized.

After City council adoption, the budget shall be in effect for the budget year. Final adoption of the budget by the City council shall constitute the official appropriations for the current year and shall constitute the basis of the official levy of the property tax. Following the final adoption of the budget by ordinance, the City Council shall pass an ordinance levying property taxes for the current year.

### ***Fund Balance:***

A key element of the financial stability of the City is to establish guidelines or "safe harbors" for fund balance. Unassigned fund balance is an important measure of economic stability. It is essential that the City maintain adequate levels of unassigned fund balance to mitigate financial risk that can occur from unforeseen revenue fluctuations, unanticipated expenditures, and similar circumstances. The fund balance also provides cash flow liquidity for the City's general operations.

For governmental funds, it is important to distinguish between fund equity and fund balance. A fund's equity is typically the difference between its assets and liabilities. Fund balance is an accounting distinction made between the portions of fund equity that are spendable and non-spendable. The Governmental Accounting Standards Board has established 5 classifications of fund balance:

1. **Nonspendable fund balance** – includes amounts that are not in a spendable form or are required to be maintained intact. Examples are inventory or permanent funds (i.e. endowment funds).
2. **Restricted fund balance** – includes amounts that can be spent only for the specific purposes stipulated by external resource providers either constitutionally or through enabling legislation. Examples include grants and child safety fees.
3. **Committed fund balance** – includes amounts that can be used only for the specific purposes determined by a formal action of the government's highest level of decision-making authority. Commitments may be changed or lifted only by the government taking the same formal action that imposed the constraint originally.

- a. The City Council is the City's highest level of decision-making authority and the formal action that is required to be taken to establish, modify, or rescind a fund balance commitment is a resolution approved by the Council at the City's Council meeting. The resolution must either be approved or rescinded, as applicable, prior to the last day of the fiscal year for which the commitment is made. The amount subject to the constraint may be determined in the subsequent period.
4. **Assigned fund balance** – comprises amounts *intended* to be used by the government for specific purposes. Intent can be expressed by the governing body or by an official or body to which the governing body delegates the authority. In governmental funds other than the general fund, assigned fund balance represents the amount that is not restricted or committed. This indicates that resources in other governmental funds are, at a minimum, intended to be used for the purpose of that fund (i.e. only funds in the capital projects fund may be used for capital projects).
  - a. The City Council has authorized the City Manager to assign fund balance to a specific purpose as approved by this fund balance policy.
5. **Unassigned fund balance** – is the residual classification of the general fund and includes all amounts not contained in other classifications. Unassigned amounts are technically available for any purpose.

#### ***Minimum Restricted Fund Balance***

The City shall set aside resources during years of growth to fund a reserve for years of decline and/or to fund capital out of current funds for projects that would have otherwise been funded through debt financing. It shall be the goal of the City to maintain a restricted fund balance in the General Fund of 25% of total appropriations.

#### ***Minimum Restricted Net Assets***

The City shall set aside resources during years of growth to fund a reserve for years of decline and/or to fund capital out of current funds for projects that would have otherwise been funded through debt financing. It shall be the goal of the City to maintain restricted net assets in the Utility Fund (a non-governmental type fund) of 25% of total appropriations.

At the close of each fiscal year, the unencumbered balance of each appropriation shall revert to the fund from which it was appropriated.

If minimum fund balance falls below the goals stated above, the City Manager will develop a strategy to initially evaluate current government wide spending to determine areas where cost efficiencies may be realized and implement those efficiencies. Should the analysis prove insufficient to attain the goal, a multi-year strategy will be put in place to meet the goals through a combination of cost cutting, cost recovery, and revenue enhancing strategies.

#### ***Order of Expenditure of Funds***

When multiple categories of fund balance are available for expenditure (for example, a construction project is being funded partly by a grant, funds set aside by the City Council, and

unassigned fund balance), the City will start with the most restrictive category and spend those funds first before moving down to the next category with available funds.

### ***Financial Policies:***

The accounts of the City are organized and operated on the basis of funds, department, and account groups. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance-related legal and contractual provisions.

The City's annual budget shall be prepared and adopted on a basis consistent with Generally Accepted Accounting Principles (GAAP) for all governmental and proprietary funds except the capital projects fund, which adopts project-length budgets.

Account balances shall be reported on the cash basis of accounting within the General Fund and other governmental funds and the cash basis of accounting in the Utilities Fund.

### ***Monthly Reports:***

Revenues actually received will be regularly compared to budgeted revenues and variances will be investigated. This process will be summarized in the monthly budget reports prepared and submitted by the City Managers Office.

The City Manager shall submit monthly to the City Council a financial report of the City. The report will compare budget estimates against the previous month realized revenues including year to date realized revenues.

### ***General Obligation Bonds/ Debt:***

Farmersville shall have the power to borrow money on the full faith and credit of the City and to issue general obligation bonds for permanent public improvements. The City will also be allowed to borrow money for any other public purpose not prohibited by the Constitution and laws of the State of Texas, and to issue refunding bonds to refund outstanding bonds of the City previously issued. All such bonds shall be voted on and issued in conformity with the laws of the State of Texas.

Any and all bond funds approved by the vote of the Citizens of Farmersville will be expended only for the purposes stated in the bond issue.

The City shall also from time to time borrow money utilizing other available instruments including revenue bonds, certificates of obligation, et al.

In all cases, the City shall evaluate the following prior to incurring debt obligations:

- Ensure that the purpose of the debt is consistent with type of debt instrument
- Where possible, match the useful life of the asset with the maturity of the debt

- Review the maintenance & operations property tax rate against the debt service tax rate and ensure that no more than 35% of the total tax rate is used for debt obligations.

The City will manage the length and maturity of its long-term debt in order to lower net interest cost and to maintain future flexibility by paying off debt earlier.

### ***Revenues:***

The City of Farmersville strives to maintain and enhance a diversified and stable revenue system to shelter it from fluctuations in any single revenue source. The City also pursues an aggressive policy of collecting all money due to the City. The City will continue an aggressive policy to reduce the level of delinquent taxes.

For every annual budget, the City shall levy two property tax rates: maintenance/operations (M&O) and debt service interest and sinking (I&S). The debt service levy shall be sufficient for meeting all principal and interest obligations associated with the City's outstanding debt, less money transferred into the debt service fund from other funds and any self-sustaining debt such as revenue bonds, for the budget year. The operation and maintenance levy shall be accounted for in the General Fund.

The City has a heavy reliance upon property taxes. In order to supplement property taxes, the City has and will continue to support economic development and community development to create a vibrant community with a growing sales tax base to defray the reliance upon property taxes.

The City Manager shall project revenues from every source based on actual collections from the preceding years and estimated collections of the current fiscal year. There are a variety of factors that may impact revenues for an upcoming fiscal year, and the City Manager will take these into account when projecting collections. Sales tax revenue projections should be conservative due to the nature of this more volatile revenue source.

### ***Types of City Funds:***

- General Fund is the government's primary operating fund.
- Debt Service Fund accounts for the resources accumulated and payments made for principal and interest on long-term obligation debt of governmental funds.
- Capital Projects Fund accounts for the acquisition of capital assets or construction of major capital projects not being financed by any other fund.
- Utility Fund is used to account for the City's water and wastewater operations and certain long-term debt.

### ***Financial Statements:***

An annual independent audit will be completed and filed with the City Secretary within one hundred eighty (180) days from the completion of each fiscal year, the results of which shall be presented to and approved by the City Council. The financial statements to the City are to be prepared in conformity with Generally Accepted Accounting Principles (GAAP) in the United States of America as applied to governmental units. The Governmental Accounting Standards

Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles.

The City shall contract with a qualified independent auditing firm on an annual basis.

# **PURCHASING POLICY**

The City Manager is authorized to make purchases and enter into contracts on behalf of the City if the amount does not exceed \$50,000. All purchases, transactions and contracts for expenditures involving more than \$50,000 must be expressly approved in advance by the City Council during a duly noticed public meeting. Notwithstanding anything to the contrary in this Purchasing Policy or in any other City ordinance, rule, regulation or policy, all purchases, transactions and contracts for expenditures regardless of amount must be expressly approved in advance by the City Council during a duly noticed public meeting if—with respect to such purchase, transaction or contract for expenditure—any City Official (as defined in the Farmersville Code of Ethics) is: (1) required to file a Conflicts Disclosure Statement under Chapter 176 of the Texas Local Gov't Code or the Farmersville Code of Ethics, as amended; or (2) is a Vendor as that term is described under Section 176.002 of the Texas Local Gov't Code, which includes acting as an agent of a Vendor. Otherwise, the following purchasing procedure is outlined in accordance with the noted dollar thresholds of expenditures.

## ***Petty Cash:***

A receipt from the purchase is required at time of reimbursement and the employee requesting reimbursement will be required to sign a receipt for the cash. Cash drawers in utility department hold \$150.00 per drawer and will be required to balance daily.

## ***Expenditures for Goods or Services \$1-\$500:***

All Department Supervisors and Employees are allowed to make purchases for goods or services under \$500 without seeking bids.

## ***Expenditures for Goods or Services \$501-\$2,999:***

Expenditures for good or services over \$500 but not exceeding \$2,999 may be approved at the department level by the Department Supervisors. Department Supervisors should request and review at least three different quotes or bids unless the purchase is listed under the General Exemptions in Texas Local Government Code Chapter 252.022. This is an informal bid process and can be done via mail, e-mail, delivery service, telephone, verbal, or facsimile. In lieu of providing three different quotes or bids, and when authorized by the City Manager, Department Supervisor may purchase goods or services in this category through a local government purchasing cooperative or interlocal purchasing agreement of which the City of Farmersville is a member or eligible to participate, where the products and services to be purchased have been submitted for competitive procurement as outlined by state statute.

## ***Expenditures for Goods or Services \$3000-\$49,999:***

Expenditures for good or services equal to \$3,000 but not exceeding \$49,999 are also bid on an informal basis. At least three written bids or quotes are required unless the purchase is listed under the General Exemptions in Texas Local Government Code Chapter 252.022. The City will contact Historically Underutilized Business as stipulated in Texas Local Government Code Chapter 252.0215 unless the purchase is listed under the General Exemptions in Texas Local Government Code Chapter 252.022. In lieu of providing three different written quotes, goods or



services in this category may be purchased through a local government purchasing cooperative or interlocal purchasing agreement of which the City of Farmersville is a member or eligible to participate, where the products and services to be purchased have been submitted for competitive procurement as outlined by state statute. All purchases in this category must be approved in advance by the City Manager.

Once the bids have been received and evaluated, the department collecting bids or quotes shall submit a requisition accompanied with a memorandum recommending a bidder. After authorization has been received from the City Manager, the purchase requisition is processed.

***Expenditures for Goods or Services \$50,000 and over:***

All purchases above \$50,000.00 must be purchased under formal competitive sealed bidding rules or as otherwise permitted by the Local Government Code under Chapters 252 and 271. No bid process shall begin until approved by the City Council and City Manager

***Professional Services:***

Notwithstanding anything to the contrary in this Purchasing Policy or in any other City ordinance, rule, regulation or policy, purchases of professional services regulated by the Professional Services Procurement Act (PSPAP) shall be in accordance with the requirements outlined in the PSPA as amended.

***Emergency Purchases:***

Notwithstanding anything to the contrary in this Purchasing Policy or in any other City ordinance, rule, regulation or policy, the City Manager is authorized to make or approve any emergency purchase necessary to respond to a public calamity, or to preserve or protect the public health or safety of the municipality's residents in accordance with the General Exemptions authorized in Section 252.022 of the Texas Local Government Code without seeking bids or contacting Historically Underutilized Businesses. The City Manager shall advise the City Council of any such emergency purchase in excess of \$50,000. When an emergency occurs during office hours and the expense exceeds the normal department approval amount, the department director shall contact the City Manager to receive authorization for the emergency purchase.

# **CASH HANDLING POLICY**

## **Introduction**

Strong internal controls for cash collection are necessary to prevent mishandling of City funds and are designed to safeguard and protect employees from inappropriate charges of mishandling funds by defining their responsibilities in the cash handling process. The City cash handling policy requires that areas receiving cash be approved by the Auditors as a cash collection point. A cash collection point is defined as a department that handles cash on a regular basis. Although departments with casual cash collections are not recognized as cash collection points, they must follow the same cash handling policies and procedures that apply to the cash collection points.

“Cash” is defined as coin, currency, checks, money orders, and credit card transactions.

## **Required Procedures for cash Collections:**

- Accounting for cash as received.
- Adequate separation of duties and checks and balances, which includes cash collecting, depositing, reconciling and reporting.
- Proper pre-numbered receipts given for all non-utility related cash received.
- Approval of any voided cash receipts by supervisor.
- Deposit of cash daily in to the City’s Bank
- Daily reconciliation of deposits and supporting documents
- Cash drawers balanced daily

## **Procedure for Cash Collection**

The following list of procedures is required for the operation of cash collection points.

- All cash received must be recorded through a computerized accounting system with computer generated receipts. When a cash collection point with a computerized accounting system uses temporary cash receipts, those temporary receipts must be converted over to computerized receipts same business day. The customer must be presented an official number receipt form with a duplicate record being retained by the receiving department. All numbered receipts must be accounted for, including the original of voided receipts. No other types of temporary receipts are acceptable.

- The cash collection point must maintain a clear separation of duties. An individual should not have responsibility for more than one of the cash handling components: collecting, depositing, disbursement, and reconciling.
- The funds received must be reconciled to a computerized accounting system cash report or to the total of the temporary receipts at the end of the day. Cash must be reconciled separately from checks, credit cards, and money orders.
- All cash must be protected immediately by using a cash drawer, safe or other secure place until they are deposited. A secure area for processing and safeguarding funds received is to be provided and restricted to authorized personnel.
- Checks or credit card transactions will not be cashed or written for more than the amount of purchase.
- Collections must be deposited to the City of Farmersville Depository Bank same business day.

### **Procedure for Cash Received in Person**

- A receipt must be issued for each payment received. At a minimum, manual pre-numbered receipts must include the date, mode of payment (cash, check, or credit card) and the identification of the department and the person issuing the receipt. Machine generated receipts must contain all information required by the accounting system to properly credit and track the payment.
- All checks must be endorsed immediately
- All voided transactions are to be approved and initialed by supervisor
- Only one cashier is allowed access to a specific cash drawer
- Cash must be kept in a safe or a secure place

### **Cash Received through the mail**

- The mail must be opened daily
- All checks must be endorsed immediately
- All voided transactions are to be approved and initialed by supervisor
- Only one cashier is allowed access to a specific cash drawer
- Cash must be kept in a safe or a secure place

## **Balancing of Cash Receipts**

- All funds collected must be balanced daily, by mode of payment, by comparing the total of the cash, checks and credit cards to the computerized accounting reports. To the pre-numbered receipts totals and to the totals of the money received by mail.
- Over/short amounts must be separately recorded, and investigated and resolved to the extent possible as set out in the over/short portion of this policy

## **Preparation of Deposits**

- Cash handlers will verify deposits and forward transaction report , cash, checks, money orders, and credit card transactions to Finance Director for verification and preparation of deposit slips
- Checks must be made payable to the City of Farmersville. A calculation tape of the checks should be included with the checks bundled together
- Cash must be recorded on the deposit slip in the appropriate space.
- Attach a copy of the Transaction batch report, showing transaction totals for credit card receipts.
- Only depository issued deposit slips including the appropriate account number are to be used.
- Transporting deposit s to depository bank in locking deposit bags
- Deposits will be made daily

## **Cash over/short**

All cash overages and shortages must be documented by individual cash drawer on a daily basis and documented with that day's activities. Any shortage or overage must be reported to supervisor immediately. Failure to comply is considered to be at least negligence and could be considered misconduct. In either circumstance the coverage of any shortage must be investigated and the results submitted to City Manger for determination of liability.



**TO:** Mayor and Councilmembers

**FROM:** City Manager Ben White

**DATE:** September 25, 2012

**SUBJECT:** Consider, discuss and act upon an annual contract with TLC NetCon for IT services

- The Network Services Agreement is attached for review.
- Tony Linton, IT Provider, will be present to answer questions

**ACTION:** Approve or disapprove the agreement.

(IV – B)

## **NETWORK SERVICES AGREEMENT**

This Agreement is made and entered into as of the day of October 1, 2012 (the "Effective Date") and ending on September 30, 2013 (the "Termination Date") by and between TLC NetCon Inc., a Texas corporation ("TLC"), and City of Farmersville, a municipality ("Client").

**TLC Services.** Upon the terms and subject to the conditions of this Agreement, which includes all the Exhibits attached hereto, TLC will provide to Client the computer networking services set forth or described in Exhibit A attached hereto (collectively, the "services"). Client agrees that TLC is responsible only for providing the services and TLC is not responsible for providing any services or performing any tasks not specifically set forth in Exhibit A hereto.

**Confidentiality.** The parties acknowledge that in the course of performing their responsibilities under this Agreement, they each may be exposed to or acquire information that is proprietary to or confidential to the other party or third parties. The parties agree to hold such information in strictest confidence,

**Payment.** Client shall pay TLC within ten (10) days after the date of an invoice: unless otherwise specified in Appendix A. If Client fails to pay any amount due within this time TLC may charge late charge of \$25.00.

**Limitation of Liability.** TLC SHALL HAVE NO LIABILITY WITH RESPECT TO ITS OBLIGATIONS UNDER THIS AGREEMENT OR OTHERWISE FOR CONSEQUENTIAL, EXEMPLARY, SPECIAL, INDIRECT, INCIDENTAL OR PUNITIVE DAMAGES EVEN IF IT HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. IN ANY EVENT, THE AGGREGATE LIABILITY OF TLC FOR ANY REASON AND UPON ANY CAUSE OF ACTION OR CLAIM, INCLUDING TLC OBLIGATION TO INDEMNIFY AND HOLD HARMLESS, UNDER THIS AGREEMENT, SHALL BE LIMITED TO: (i) THE PROJECT SERVICE FEES PAID TO TLC BY CLIENT FOR THE PROJECT SERVICES IF THE CAUSE OF ACTION OR CLAIM ARISES OUT OF OR RELATES TO THE PROJECT SERVICES; OR (ii) THE ADMINISTRATIVE SERVICE FEES PAID TO TLC BY CLIENT FOR THE ADMINISTRATIVE SERVICES CORRESPONDING TO THE INITIAL TERM OR THE RENEWAL PERIOD DURING WHICH THE CAUSE OF ACTION OR CLAIM ACCRUED IF THE CAUSE OF ACTION OR CLAIM ARISES OUT OF OR RELATES TO THE ADMINISTRATIVE SERVICES.

**Termination.** In addition to the express rights of TLC to terminate this Agreement set forth herein, TLC and Client shall also have the right to terminate this Agreement and cancel any unfilled portion of it given 90 days written notice.

**Hiring of Employees.** Both parties agree not to engage in any attempt to hire, or to engage as independent contractors, the others employees or independent contractors for the period ending one year after the expiration or earlier termination of this Agreement, except as may be otherwise agreed to in writing by both parties.

**Independent Contractor.**

- (a) TLC and any all TLC personnel, in performance of this Agreement are acting as independent contractors and not employees or agents of Client.
- (b) Client acknowledges that in performance of the Services, TLC is not engaging in any management role with respect to Client, TLC is not exercising any form of operating control over Client, and that any such management or operational activities of Client shall be deemed to be conducted by Client alone.

**Entire Agreement.** This Agreement, including all attachments and exhibits hereto, evidences the complete understanding and agreement of the parties with respect to the subject matter hereof and supersedes and merges all previous proposals of sale, communications, representations, understandings and agreements, whether oral or written, between the parties with respect to the subject matter hereof. This Agreement may not be modified except by a writing subscribed to by authorized representatives of both parties.

**Amendments.** No amendment, change, waiver, or discharge hereof shall be valid unless in writing and signed by an authorized representative of each of the parties.

**Force Majeure.** Neither party shall be liable to the other for any delay or failure to performance of the services or obligations set forth in this Agreement due to causes beyond its reasonable control including, without limitation, acts of God, natural or human-caused disasters such as flood and fire, civil disturbances, labor disputes, compliance with governmental regulations or other authority, or the inability of freight forwarders or carriers to complete shipments in accordance with TLC instructions.

**Governing Law.** This Agreement and performance hereunder shall be governed by tile laws of the State of Texas without giving effect to principles of conflict of laws of such state or international treaties. TLC and Client hereby agree on behalf of themselves and any person claiming by or through them that the sole jurisdiction and revenue for any litigation arising from or relating to this Agreement shall be an appropriate federal or state court located in Collin County, Texas.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their duly authorized representatives as of the date first written above.

**TLC:**

**CLIENT:**

**TLC NetCon, INC.**

**City of Farmersville**

By: \_\_\_\_\_  
(Signature)

By: \_\_\_\_\_  
(Signature)

Name: Tony Linton

Name: Benjamin L. White

Title: CEO

Title: City Manager

Date: \_\_\_\_\_

Date: \_\_\_\_\_



## Appendix A

CUSTOMER:	City of Farmersville	Attn:
DATE:	September 15, 2012	City Manager
PHONE NUMBER:	972-782-6151	Ben White
FAX NUMBER:	972-782-6604	

SALES PERSON: Tony Linton

Computers:	Desktop computer systems/ laptop systems:	\$2205.00
49	at a unit price of:	\$45.00
Server:	Servers on network:	\$540.00
6	at a unit price of:	\$90.00

Total: \$2745.00

### Monthly Service

Includes: -Help Desk

(Phone and web based remote support)

-On Site Support (**Scheduled and non-scheduled maintenance during TLC regular business hours**)

-Structured administration based upon industry standards

-Scheduled auditing (data integrity, backup recovery. etc)

-Reporting - Monthly executive ~

(Includes Status of network, Audit results, # incidents, # problems, network performance)

-Install Service Packs / updates

-Antivirus maintenance / updates

-Workstation maintenance (antivirus updates, Windows updates. etc.)

-Server maintenance (antivirus updates, Windows updates, backups, etc.)

-Restoring software from customer installation media after hardware failure

-Installation of hardware shipped from manufacturer under manufacturer's warranty

-Complete managed network support for your business

-Provide up to date and accurate enterprise level configuration diagrams including IP addresses, administrative passwords, and user passwords

**-Basic hardware and software upgrades**

**-File Restoration**

## Monthly Service

### Does Not Include:

- Server installation and configuration
- Project implementation
- Cost of computer hardware
- Service or maintenance on printers, copiers, etc.
- Non-scheduled maintenance due to client over sight, negligence, or malicious intent
- Major upgrades of hardware or software involving new equipment or applications

User new system installation and migration of an existing system will be billed at a flat rate of \$250.00

New server installation including migration from an existing server will be billed at a flat rate of \$1000.00

All uncovered work will be billed at regular hourly rate of \$75.00 per hour and major projects will be billed at an amount agreed upon by TLC and Client.



**TO:** Mayor and Councilmembers

**FROM:** City Manager Ben White

**DATE:** September 25, 2012

**SUBJECT:** Consider, discuss and act upon information regarding the Comprehensive Plan and receive a comprehensive presentation

The presentation is attached for review.

**ACTION:** Approve or disapprove agreement

(IV – C)

# Farmersville Comprehensive Plan

City Council Update  
September 25, 2012



K&N Harkey, Horn  
and Associates, Inc.

## What does a Town Plan Do?

- Captures a common shared vision of the future
- Lays out guidelines for future development
- Details strategies to help achieve the town's vision
- Identifies opportunities and a roadmap to achieve them



## Planning Timeline

- August 2012
  - ⊕ Town workshop
- September 2012 – October 2012
  - ⊕ **Comprehensive Plan development**
  - ⊕ Implementation strategies
- November 2012 – January 2012
  - ⊕ Public Review
  - ⊕ Planning Commission and City Council
  - ⊕ Adoption
- December 2012 – March 2013
  - ⊕ Impact Fee update



FARMERSVILLE COMPREHENSIVE PLAN AND IMPACT FEE UPDATE												
TASK	5	6	7	8	9	10	11	12	1	2	3	
<b>Task 1 - Project Initiation and Management</b>												
1.1 Project Initiation Meeting												
1.2 Tour												
<b>Task 2 - Public Engagement</b>												
2.1 Key Stakeholder Interviews/groups												
2.2 External Agency Discussions												
2.3 Working Meetings/Briefings												
2.4 Community Workshop and Open House												
2.5 Neighborhood / Business Association Meetings/etc												
<b>Task 3 - Data Collection</b>												
3.1 City Data Collection												
3.2 Additional Data Collection												
<b>Task 4 - Review / Analysis</b>												
4.1 Population and Deographics												
4.2 Land Use												
4.3 Transportation												
4.4 Utilities / Infrastructure.												
4.5 Parks and Open Space												
4.6 Pedestrian Facilities												
4.7 Environmental and Natural systems												
<b>Task 5 - Base Mapping</b>												
<b>Task 6 - State of the City Work Session with City Staff</b>												

	5	6	7	8	9	10	11	12	1	2	3
<b>Task 2 - Comprehensive Plan</b>											
7.1 Vision											
7.2 Comprehensive Plan											
7.3 Strategic Implementation Plan											
7.4 Comprehensive Vision Plan Summary											
<b>Task 3 - Comprehensive Plan Adoption</b>											
8.1 Planning and Zoning Hearing											
8.2 City Council Adoption											
<b>Part B: Impact Fee Update (Water and Wastewater)</b>											
Begin Update to Impact Fee CIPs											
Complete Update to Impact Fee CIPs											
Complete Impact Fee Draft Report											
Submit Final Impact Fee Reports (Land Use Assumptions, Water, Wastewater)											
CIAC Review of Land Use Assumptions, CIP, and Impact Fees									21-Jan		
Council Meeting to Set Public Hearing Date on Update to Land Use Assumptions, CIP, and Impact Fees									22-Jan		
Advertise Public Hearing Date for Update to Land Use Assumptions, CIP, and Impact Fees									17-Jan		
CIAC Submit Written Comments to Council										14-Feb	
Council Public Hearing on Land Use Assumptions, CIP, and Impact Fees										19-Feb	
Council Meeting to Update Impact Fee Ordinance											12-Mar
	5	6	7	8	9	10	11	12	1	2	March

## Community-Wide Workshop

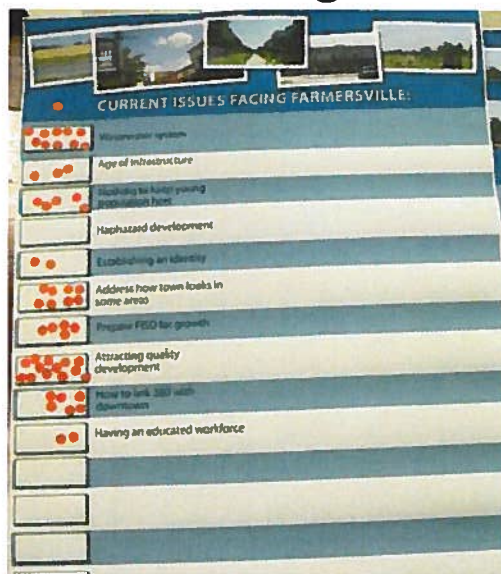




## Community-Wide Workshop



## Current Issues facing Farmersville



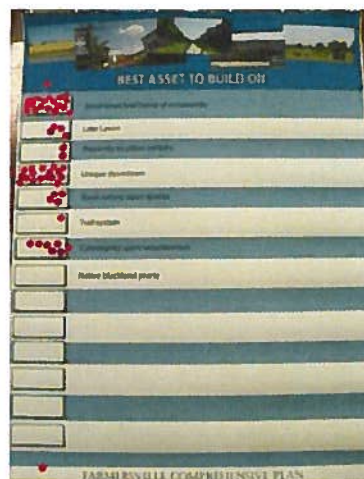
## Current Issues facing Farmersville

Current Issues facing Farmersville	
Attracting quality development	13
Wastewater system	10
Address how town looks in some areas	8
How to link 380 with downtown	6
Nothing to keep young population here	5
Prepare FID for growth	5
Age of infrastructure	3
Establishing an identity	2
Having an educated workforce	2
Haphazard development	0

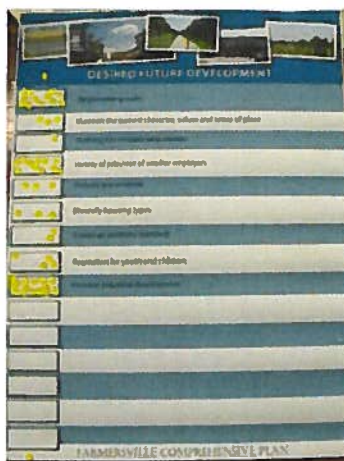


## Best Asset to Build On

Best Asset to Build On	
Small town feel/sense of community	19
Unique downtown	17
Community spirit/volunteerism	7
Lake Lavon	4
Rural nature, open spaces	4
Proximity to urban centers	2
Trail system	1
Native black land prairie	0



## Desired Future Development

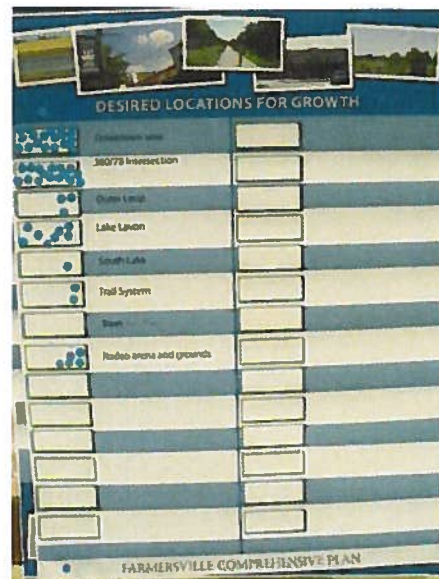


## Desired Future Development

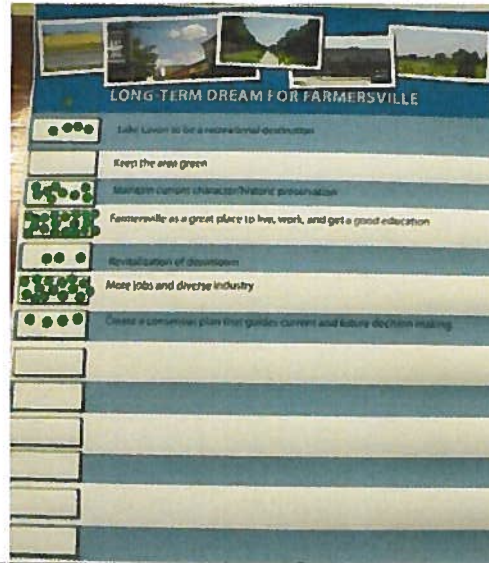
Desired Future Development	
Increase industrial development	15
Responsible growth	12
Variety of jobs/mix of smaller employers	11
Recreation for youth and children	4
Maintain the current character, values and sense of place	3
Historic preservation	3
Diversity housing types	3
Create an aesthetic standard	2
Nothing too modern/strip centers	1

## Desired Locations for Growth

Desired locations for growth	
Downtown area	19
380/78 Intersection	16
Outer Loop	
Lake Lavon	8
Rodeo arena and grounds	5
Outer loop	3
Trail System	2
South Lake	1
Rail Road	0



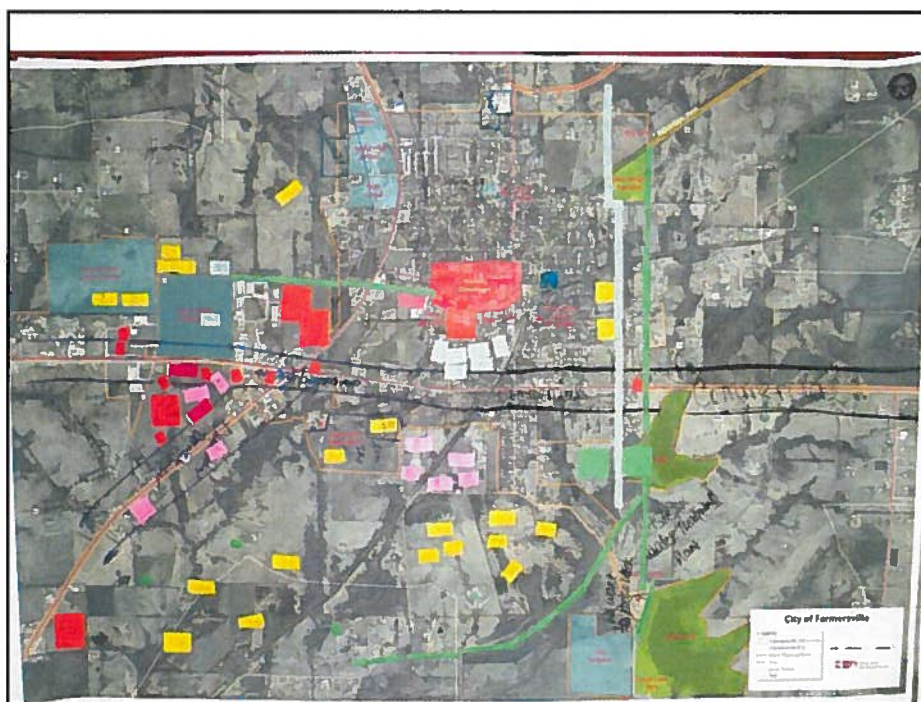
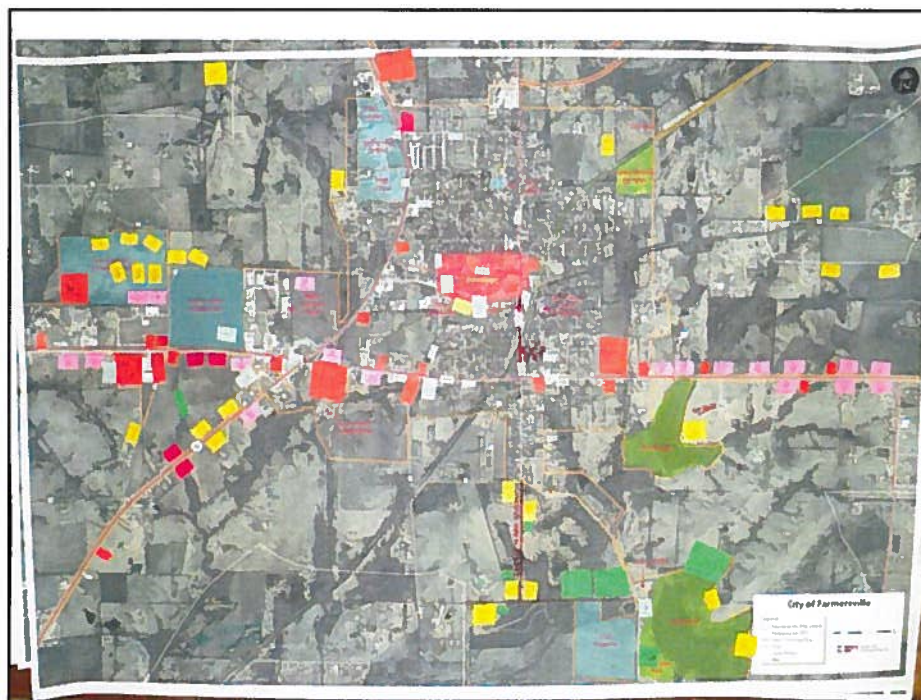
## Long-Term Dream

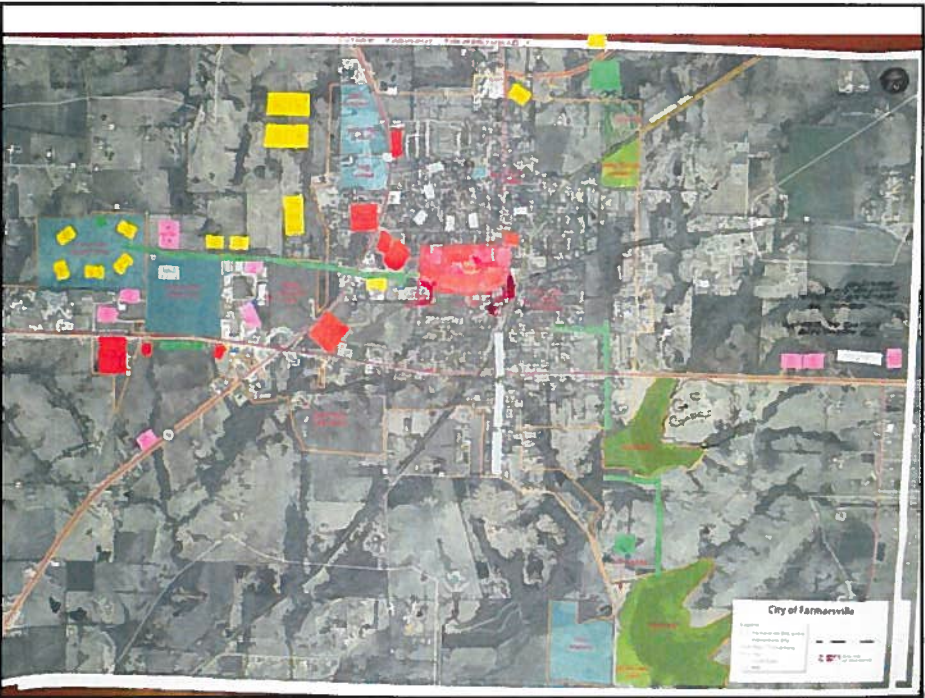


## Long term dream for Farmersville

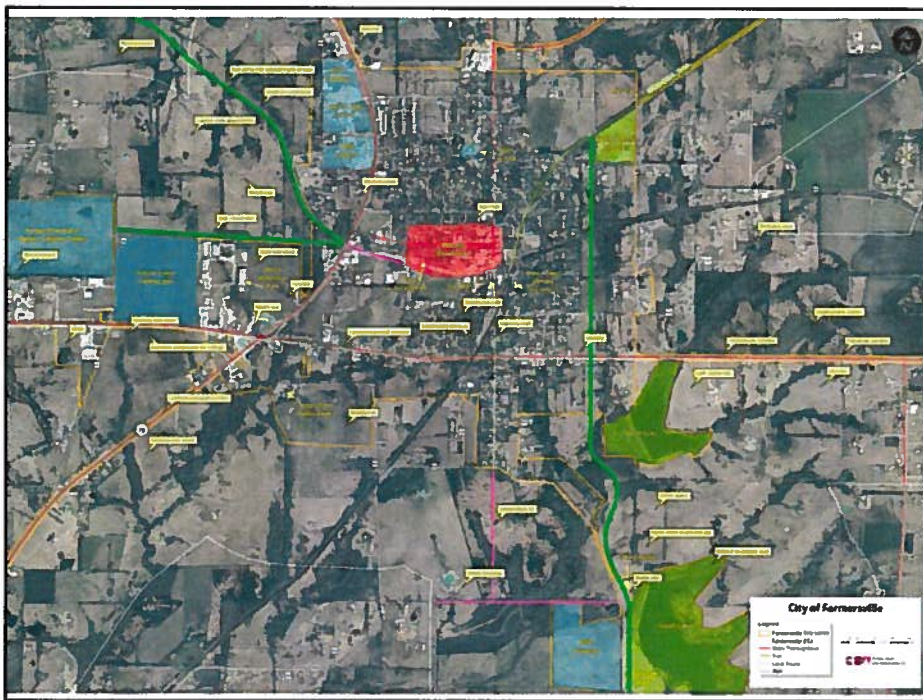
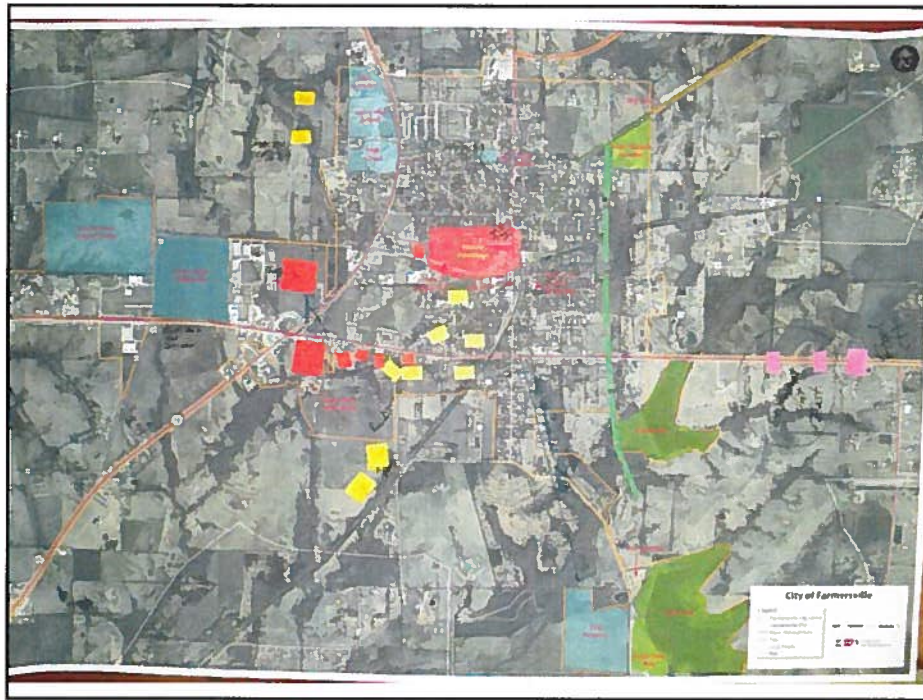
Long term dream for Farmersville	
Farmersville as a great place to live, work and get a good education	19
More jobs and diverse industry	15
Maintain current character/historic preservation	9
Lake Lavon to be a recreational destination	4
Create a consensus plan that guides current and future decision making	4
Revitalization of downtown	3
Keep the area green	0









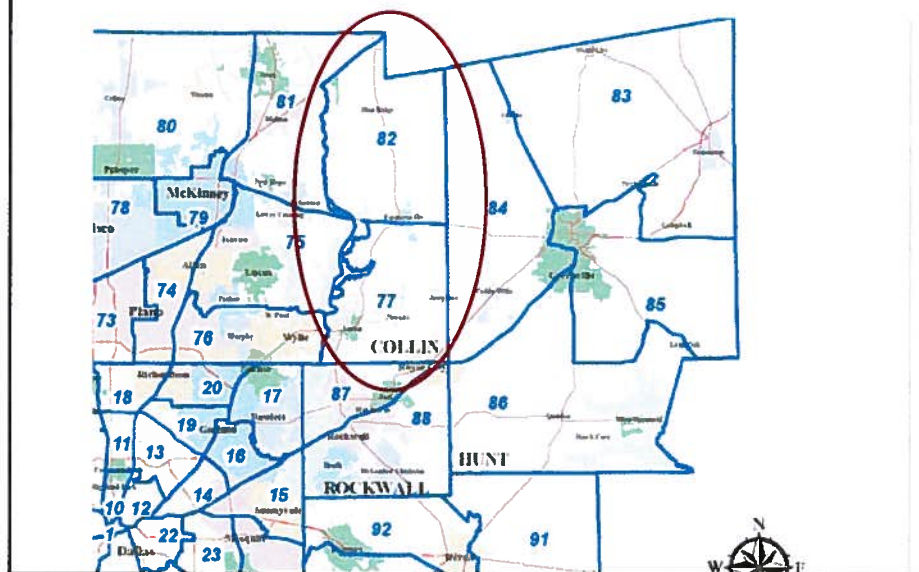


## Farmersville *Demographic Snapshot (2010)*

- Est. 3,301 people in 1,291 households
- 62% owner-occupied; 37% renter
- Median age: 35.6 (40.8 TX) years
- Median household income: \$41,869 (\$48,259 TX)
- Median gross rent \$693
- Median house value \$103,642 (\$125,800 TX)
- Population growth

1970 – 2311  
1990 – 2640  
2000 – 3118  
2010 – 3301

## NCTCOG Market Areas



### NCTCOG Projection Eastern Collin County

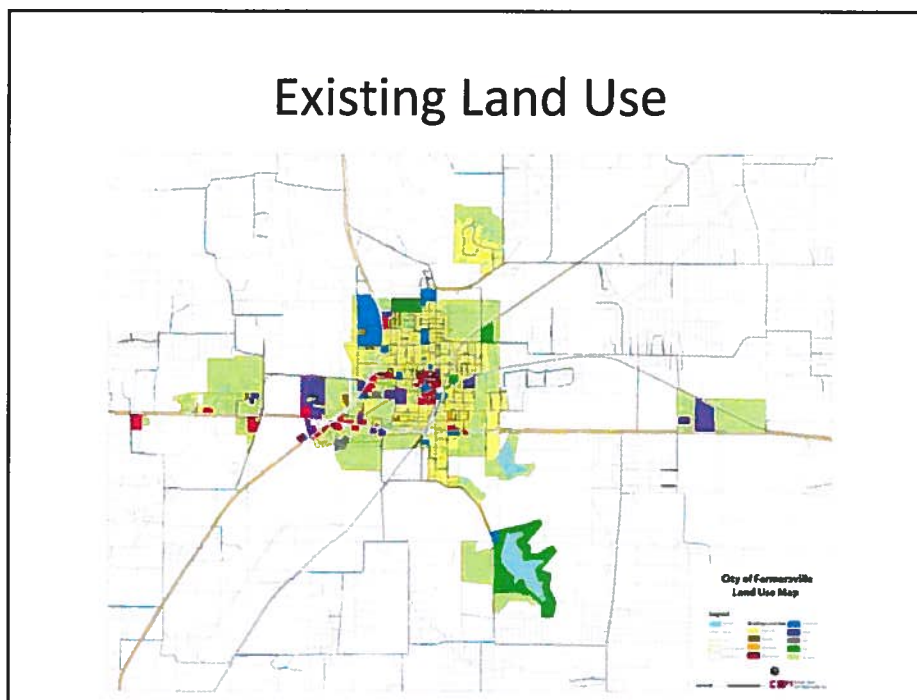
Year	Market 82	Market 77	TOTAL
2005	9,449	9,865	19,314
2035	22,221	60,418	82,639

### Farmersville

Year	Low Growth	Medium Growth	High Growth
2010	3,301	3,301	3,301
2015	3,796	4,415	4,952
2020	4,366	5,904	7,427
2025	5,020	7,896	11,141
2030	5,773	10,561	16,711
2035	6,639	14,124	25,067

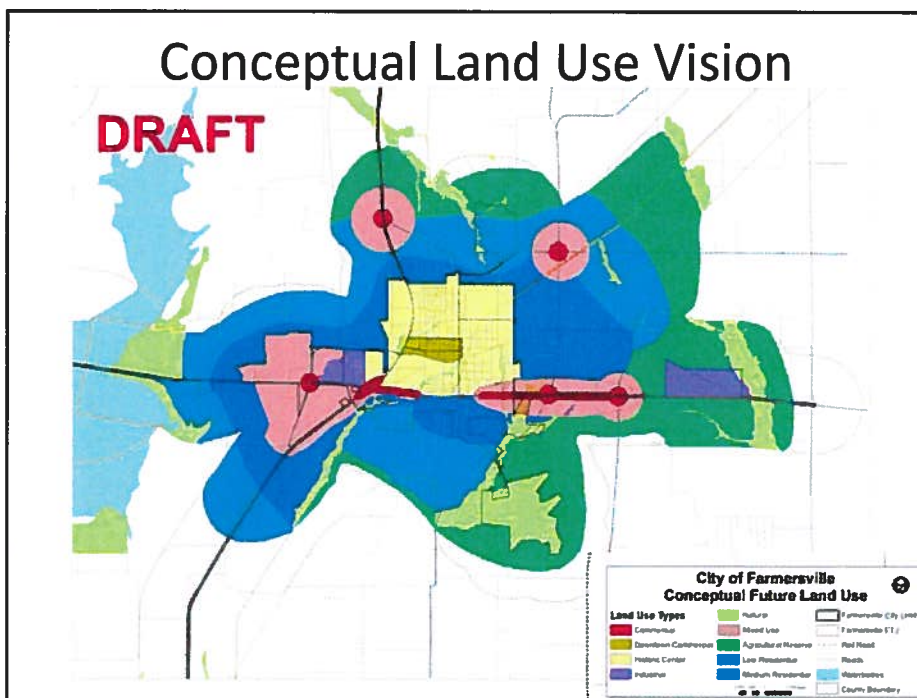


## Existing Land Use

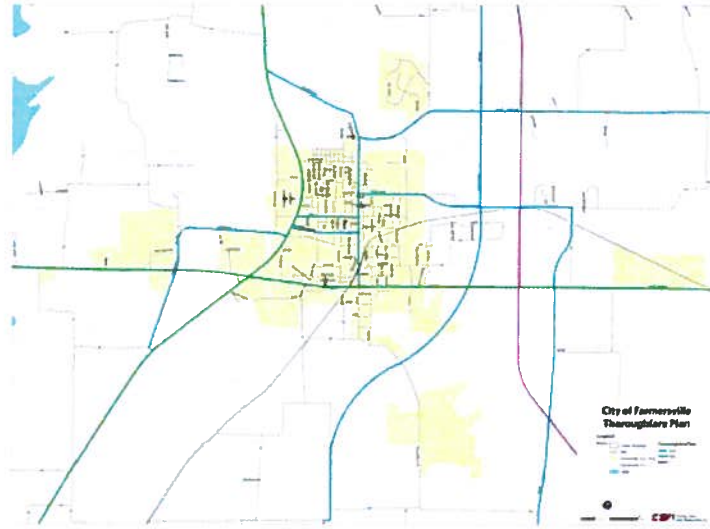


## Conceptual Land Use Vision

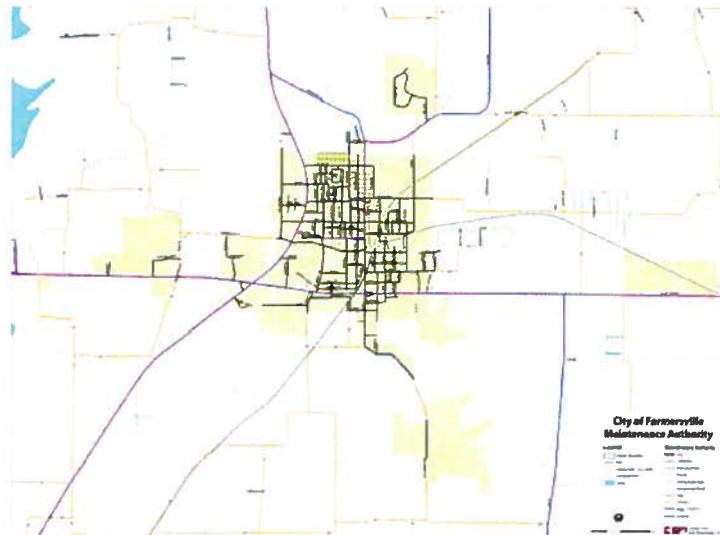
**DRAFT**



## Thoroughfare Plan



## Maintenance Authority



## Begin Compiling the Comprehensive Plan

### The Farmersville Comprehensive Plan

- Vision
- Population and Demographics
- Land Use
- Transportation
- Utilities / Infrastructure
- Parks and Open Space
- Pedestrian Facilities
- Environmental and Natural Systems

### The Farmersville Strategic Implementation Plan



## Farmersville Comprehensive Plan Outline

### Introduction

- A. Why we plan? Explanation of Comp Plans
- B. Purpose
  - What the comp plan does for FV. How to use this plan
  - Ch 213 TX Code, Regulatory Authority in TX
- C. Historical Context
- D. Regional Context
- E. Planning Background

## **Farmersville Comprehensive Plan Outline**

### **Chapter 1 *The Farmersville Vision***

- A. Overview of the planning process
- B. The Farmersville Vision
- C. Guiding Principles
- D. Farmersville Conceptual Plan
- E. How should Farmersville look in the future?

## **Farmersville Comprehensive Plan Outline**

### **Chapter 2 *Demographics***

- A. Population
- B. Growth Projections
- C. Economy
- D. Market Profile

## **Farmersville Comprehensive Plan Outline**

### **Chapter 3 *Land Use***

- A. Land Use Summary
- B. Existing Land Use
- C. Conceptual Land Use Map
- D. Future Boundaries
- E. Goals, Policies and Strategies

## **Farmersville Comprehensive Plan Outline**

### **Chapter 4 *Transportation***

- A. Transportation Summary
- B. Pedestrian Facilities
- C. Trails
- D. Thoroughfare Plan
- E. Goals, Policies and Strategies

## **Farmersville Comprehensive Plan Outline**

### **Chapter 5 *Utilities / Infrastructure / Public Facilities***

- A. Water
- B. Wastewater
- C. Public facilities and amenities
- D. Goals, Policies and Strategies

## **Farmersville Comprehensive Plan Outline**

### **Chapter 6 *Parks, and Open Space***

- A. Review of Parks Master Plan and existing facilities
- B. Goals, Policies and Strategies

## **Farmersville Comprehensive Plan Outline**

### **Chapter 7 *Environmental and Natural Systems***

- A. Existing surface drainage, vegetation, floodplain, soils and constructability, and prime agricultural lands
- B. Goals, Policies and Strategies

## **Farmersville Comprehensive Plan Outline**

### **Chapter 8 *Strategic Implementation Plan***

*[Chart of Implementation Measures]*

## Next Steps

- September 2012 – October 2012
  - Comprehensive Plan development
  - Implementation strategies
- Late October/Early November 2012
  - EDC/CDC
  - Public Review
- November 2012
  - Planning Commission Review and Hearing
- January 8, 2013
  - City Council Hearing
- January 22, 2013
  - Adoption
- December 2012 – March 2013
  - Impact Fee update







**TO:** Mayor and Councilmembers

**FROM:** City Manager Ben White

**DATE:** September 25, 2012

**SUBJECT:** Consider, discuss and act upon Code Enforcement and the operations and mechanisms of how code enforcement operates

Last month's Code Enforcement Report is attached. This document will be used as reference during a Power Point Presentation

**ACTION:** Council to discuss and take action as deemed necessary

(IV – D)

CODE ENFORCEMENT REPORT FOR MONTH OF AUGUST 2012

DATE	ADDRESS	VIOLATION	INSPECTION	WARNING	NOTICE VIOL	CITATION	CLOSED DATE	NOTES/CFS
08/02/2012	Family Dollar	Dumpster Area	X	X			08/29/2012	Extended 8/2/2012
08/02/2012	217 Jouette	Tall Grass	X				08/16/2012	Letter Sent 8/2/2012
08/02/2012	Hanks-Jouette	Tall Grass	X		X		08/02/2012	
08/02/2012	202 Hale	Brush, Tire	X	X	X			NOV 8/30/2012
08/02/2012	315 N. Washington	Brush	X	X	X			NOV 8/30/2012
08/02/2012	607 N. Washington	Recheck-Grass	X		X		08/02/2012	
08/02/2012	708 N. Washington	Recheck-Brush	X		X		08/02/2012	
08/02/2012	512 Jackson-Recheck	Tall Grass	X	X			08/02/2012	
08/02/2012	411 Jackson-Recheck	Tall Grass	X		X		08/02/2012	
08/02/2012	217 Sid Nelson	Tall Grass	X	X			08/13/2012	Spoke w/Owner
08/02/2012	Celebration Station	Tall Grass	X				08/16/2012	Letter Sent 8/2/2012
08/02/2012	Wright-Central	Tall Grass	X				08/16/2012	Letter Sent 8/2/2012
08/03/2012	604 Waterford-Recheck	Grass	X	X			08/03/2012	
08/03/2012	424 Sherry-Recheck	Numerous	X	X			08/03/2012	
08/03/2012	404 Sherry-Recheck	Brush	X		X		08/03/2012	
08/03/2012	506 Maple-Recheck	Brush	X	X			08/03/2012	

## CODE ENFORCEMENT REPORT FOR MONTH OF AUGUST 2012

[illegible]

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## CODE ENFORCEMENT REPORT FOR MONTH OF AUGUST 2012

08/13/2012	507 Waterford-Recheck	Grass	X		X				08/28/2012	Letter Sent 8/13/2012	
08/13/2012	602 S. Main-Recheck	Grass	X		X				08/13/2012		
08/13/2012	311 Sid Nelson-Recheck	Tall Grass	X				X		08/24/2012	Given to City to Cut	
08/13/2012	402 Johnson-Recheck	Tree Down, Brush	X		X				08/13/2012		
08/13/2012	551 W. Audie Murphy	Tall Grass	X				X		08/28/2012	Letter Sent 8/13/2012	
08/13/2012	313 Audie Murphy	Recheck-Grass, Bush	X		X					NOV 8/27/2012	
08/13/2012	Martin-McKinney	Recheck-Grass	X				X		08/13/2012		
08/13/2012	1000 Westgate-Recheck	Brush, Pool	X		X		X			Pool Empty 8/27/2012	
08/13/2012	307 S. Washington	Brush	X		X					Extended 1 week 8/27/2012	
08/13/2012	501 Maple	Brush, Tree Down	X				X			Send Final Notice	
08/13/2012	513 McKinney	Car in Front Yard	X		X				08/13/2012	Moving In	
08/13/2012	709 N. Washington	Recheck-Grass	X				X		08/13/2012		
08/15/2012	1017 S. Main-Complaint	Parking	X		X				08/29/2012	Spoke w/Owner	
08/15/2012	135 S. Main-Recheck	Grass	X				X		08/15/2012		
08/15/2012	407 Jackson-Recheck	Grass, Brush	X		X		X		08/29/2012	Grass Cut, Extended 8/15/2012 for Brush	
08/15/2012	1204 Willow Ln-Recheck	Grass	X				X		08/15/2012		
08/16/2012	218 N. Washington	Recheck-Grass	X		X		X		08/16/2012		

## CODE ENFORCEMENT REPORT FOR MONTH OF AUGUST 2012

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**CODE ENFORCEMENT REPORT FOR MONTH OF AUGUST 2012**

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## CODE ENFORCEMENT REPORT FOR MONTH OF AUGUST 2012

[illegible]



TO: Mayor and Councilmembers

FROM: City Manager Ben White

DATE: September 25, 2012

SUBJECT: Consider, discuss and act upon authorizing the City Manager to contract with Paul Glenn regarding an ADA transition plan

Mr. Glenn's proposal is attached along with his Biography

**ACTION: Council to approve or disapprove authorizing the City Manager to contract with Mr. Glenn.**

(IV – E)

Proposal No. P12-090901

Paul J. Glenn

Register Accessibility Specialist # 0389

1005 Providence Drive

Allen, Texas 75002

469-247-3319

tascompliance@yahoo.com

TO:

Ben White  
City of Farmersville  
205 S. Main  
Farmersville, TX 75442

PROJECT:

ADA Transitional Plan for Municipal Facilities

DATE: September 9, 2012

I propose to provide an ADA Transitional Plan for City of Farmersville municipal facilities. I will visit each site accessing elements that are barriers to the disabled community using ADA 2010 and TAS 2012 Accessibility Standards. Elements which are "safe harbored" will also be identified in the report.

After assessment is completed, I will review findings with City staff and assist them in prioritizing non-compliant elements, or conditions, establishing a corrective-action ADA Transitional Plan.

Fees:

I will provide professional service at \$160 per hour; anticipated time is outlined herein:

2-hrs.	Travel Time
7-hrs.	Site Visits and Interviews
8-hrs.	Report Time
<u>3-hrs.</u>	Report Review with Staff

20-hrs.	Total Estimated Time
\$3,200	Estimated Fee

Reports will be in electronic format and no Reimbursable expenses are anticipated at this time.

Time Frame: I propose meeting in late November or early December, providing final ADA Transitional Plan within 8-weeks.

I look forward to providing Accessibility Compliance services for this project. Please do not hesitate to contact me if you have any questions at all or would like to discuss this project further. With this proposal I have provided my Biography.

**Paul J. Glenn, RAS #0389, TRASA, CSI, CCCA, LEED AP**  
**TAS Compliance Company, September 9, 2012**

## **Biography**

Paul Glenn is a sole proprietor providing TAS Plan Reviews, TAS Post-Construction Inspections and TAS compliance consulting services. He maintains a current license with the Texas Department of Licensing & Regulations as a Registered Accessibility Specialist (RAS).

Experience with accessibility began in 1992 where he did assessment surveys of more than 40 City of Plano facilities for compliance to the ADA Guidelines, Title III. Texas Accessibility Academy was completed in 1998 and license with TDLR as a Registered Accessibility Specialist was obtained in 2002.

In addition to services provided with TAS Compliance Company, Mr. Glenn has been employed as an Owner's Representative over new municipal construction with the City of Plano for the last 23 years. Projects are started with Design and managed through Occupancy and Warranty. He serves on the City's ADA Committee and provides technical expertise with accessibility compliance issues.

For more than nine years TAS compliance services have been provided for a variety of projects including two six-story bldgs. on Baylor University Campus's w/ multi-level parking garages and most recently a 230,000 s/f County Gov. Cntr. in San Marcos. Architectural design for these projects was provided by HDR.

Other notable projects include:

Denton County Jail Expansion, Denton, \$28,000,000, HDR Architecture

George W. Bush Presidential Center, University Park, \$140,000,000,

Robert Stern Architects

Longhorn Village Senior Living Facility, Austin, \$70,000,000, Rees Associates

Baylor Sammons / Collins Building Renovations, Dallas, Campos, a 7-floor renovation project, \$61,500,000, Perkins + Will

Medical Arts Hospital, new county hospital facility, LeMesa, Rees Associates

Various restaurants and Churches in the Dallas area designed by 5G

Collaborative Studios

Six Hyatt Summerfield Suite Hotels, design provided by t. howard & associates.

Three projects located in Dallas, two projects in Houston and one in Austin.

Stonegate Apartments, Del Rio, \$5,600, Charles Voigt Associates

Buzz Lofts, Dallas, \$3,800,000, t. howard & associates

Professional memberships: Texas Registered Accessibility Specialist Assoc.,  
Construction Specifications Institute and USGBC North Texas Chapter.

BSBA in Business from UT-Dallas.



**DANIEL & BROWN INC.**  
**ENGINEERS/CONSULTANTS/PLANNERS**

September 20, 2012

Mr. Benjamin White, P.E., City Manager  
City of Farmersville  
205 South Main Street  
Farmersville, Texas 75442

RE: ADA Transition Plan

Dear Ben:

I have reviewed the ADA Transitional Plan for Municipal Facilities proposal that has been submitted by Paul J. Glenn. Our firm has used Mr. Glenn for TAS review on previous projects and we have been very pleased with his performance. He is knowledgeable and responsive.

While I believe it may take more time than anticipated for the on-site review since there are more municipal/public facilities in Farmersville than in other cities our size, I believe the proposal is reasonable. I recommend approval of the proposal.

If you should have any questions or need additional information, please feel free to contact me.

Sincerely,

A handwritten signature in black ink that reads "Eddy W. Daniel". The signature is fluid and cursive, with the first name "Eddy" being more prominent.

Eddy W. Daniel, P.E.



TO: Mayor and Councilmembers

FROM: City Manager Ben White

DATE: September 25, 2012

SUBJECT: Consider, discuss and act upon electing the Board of Trustees for the Texas Municipal League Intergovernmental Risk Pool

Official ballot and information regarding the candidates is attached for review

Staff recommendation: To choose the incumbent for each Place. We have no reason to change as TML's current Board has served the City well.

**ACTION: Council to elect a Board Member for each place.**

(IV – F)



# OFFICIAL BALLOT

## Texas Municipal League Intergovernmental Risk Pool Board of Trustees Election

This is the official ballot for the election of Places 11 – 14 of the Board of Trustees for the Texas Municipal League Intergovernmental Risk Pool. Each Member of the Pool is entitled to vote for Board of Trustee members. Please record your organization's choices by placing an "X" in the square beside the candidate's name. You can only vote for one candidate for each place.

The officials listed on this ballot have been nominated to serve a six-year term on the TML Intergovernmental Risk Pool (Workers' Compensation, Property and Liability) Board of Trustees.

Ballots must reach the office of David Reagan, Secretary of the Board, no later than September 30, 2012. Ballots received after September 30, 2012, cannot be counted. **The ballot must be properly signed and all pages of the ballot must be mailed to: Trustee Election, David Reagan, Secretary of the Board, P. O. Box 149194, Austin, Texas 78714-9194. If the ballot is not signed, it will not be counted.**



## **PLACE 11**

- ☐ **Bill Agan.** Mayor of Richland Hills (Region 8). Mr. Agan was elected Mayor in May, 2012, for a term of two years. He has served as a city councilmember from 1986 to 1987. He has served on the City's Planning and Zoning Commission, and has served on the City's Charter Review Commission in 1986 and from 2011 to the present. Mr. Agan has owned an auto repair business for 40 years, and has been involved in an insurance business for two years and a real estate business for six years.
- ☐ **Greg Ingham** (Incumbent). City Manager, City of Plainview (Region 3) since 2004. He has previously served as City Manager in Levelland and Littlefield, Texas. Mr. Ingham has served in local government since 1975 and is active in numerous statewide and regional organizations. He has an MPA and is a Certified Public Manager. Mr. Ingham has been a board member of the TML Intergovernmental Risk Pool since 1989. He has served as Chair and Vice-Chair of the Board, and has served as Chair of the Board's Finance Committee.
- ☐ **Kavon Novak.** Alderman, City of Caldwell (Region 10) since 2011. He is a 1991 graduate of Texas A&M University with a Bachelor's Degree in Marketing. He has been a business owner for 14 years in the financial industry and is currently an Investment Consultant with LPL Commerce since 2009. Mr. Novak has been a member of the Caldwell Men's Lions Club for 9 years and is currently the Treasurer. He and his wife of 16 years, Lori, have 4 children. They are members of First Baptist Church in Caldwell and are active in 4-H Shooting Sports and Soccer.
- ☐ **Troy Stegemoeller.** Mayor Pro Tem, City of Idalou (Region 3). Mr. Stegemoeller has served on the City Council since 2008. He has a B.S. in Agriculture Economics from Texas Tech University and is a graduate of Louisiana State University Graduate Banking School. He has been in banking for 32 years, and currently serves as the President of Vista Bank in Idalou. He has served on an advisory committee to Congressman Randy Neugebauer, and has served as finance chair of the Idalou Methodist Church and Treasurer of the local Salvation Army.

**WRITE IN CANDIDATE:**

---



**PLACE 12**

- ☐ **Larry Gilley** (Incumbent). City Manager, City of Abilene (Region 6) since June of 2002. He previously served as City Manager for San Marcos (1988 – 2002), Assistant City Manager for San Marcos (1987 – 1988), City Manager for Panhandle (1977 – 1987), and City Manager for Bovina (1976 – 1977). Mr. Gilley has been a Board member of the TML Intergovernmental Risk Pool since 2007, and currently serves as Chair of the Board's Underwriting and Claims Committee. He has an MPA from Southwest Texas University, and a BA from Texas Tech University.
- ☐ **Pete Gonzalez**. Deputy City Manager and Chief Financial Officer of the City of Brownsville (Region 12) since June of 2008. He previously served as Director of Finance for Brownsville from 1978 to 2008. He serves as a Board member and Finance Officer for the United Brownsville Corporation. He has a BBA degree in Accounting from Texas A&I University in Kingsville and is a certified government financial manager. Under his leadership, the City of Brownsville has been awarded the Certificate of Achievement for Excellence in Financial Reporting for the past 34 consecutive years.

**WRITE IN CANDIDATE:**

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**PLACE 13**



**Byron Black** (Incumbent). Board Chair, Central Appraisal District of Johnson County (Region 8) and member of the Area Metro Ambulance Authority Board. He served as Mayor of Burleson from 1998-2004, previously serving as mayor pro tem and as a Councilmember. He was a member of the Burleson Independent School District Board for 12 years, 9 as President, and served as president of TASB. Mr. Black has served as a Board member of the TML Intergovernmental Risk Pool since 2000, and presently serves as Vice-Chair.



**Gary L. Kent.** Councilmember for the City of Copperas Cove (Region 9). Mr. Kent has been a resident of Copperas Cove for over fourteen years. He and his wife have three children and two grandchildren. He served 24 years with the U.S. Army, including three combat tours, and retired as a 1<sup>st</sup> sergeant. He currently serves as police chief for the City of Nolanville and has more than 17 years of law enforcement experience. He is an active member of many community groups, including VFW Post #8577.



**Keith Olson.** Councilmember, City of Huntsville (Region 14) since 2010, and serves as Chair of the City's Finance Committee. Mr. Olson was born in Houston in 1973, and grew up in Huffman, Texas. He graduated from the University of Houston's Police Academy in 1994. Councilmember Olson sits on various local and regional boards pertaining to private finance. He is currently the owner and operator of Olson's Fine Jewelry, with interests in diamonds and specialty watches.

**WRITE IN CANDIDATE:**

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**PLACE 14**



**Cynthia Kirk.** Risk Manager for the City of Bryan (Region 10) since 1984. Ms. Kirk directs the City's workers' compensation, property and casualty coverage, claims administration, and safety/loss control functions. She is past president and currently serves on the Board of Directors of the Texas Chapter of the Public Risk Management Association and of the State and Local Government Benefits Association. She has served on the Board of Directors for the Surplus Lines Stamping Office of Texas and on various committees for the National Public Risk Management Association.



**Pat Norriss** (Incumbent). Nortex Regional Planning Commission (Region 5). Ms. Norriss served on the Burkburnett City Council for 22 years, including 16 years as mayor. She serves as a board member of the National Association of Regional Councils and has served as president of the Texas Association of Regional Councils of Government. She is also a Board member of Wichita Wilbarger 911 District and Nortex 911 Communication District. Ms. Norriss has served as a Board member of the TML Intergovernmental Risk Pool since 1995, and served as chair of the Board from 2004 - 2006.



**Michael S. Nyren.** Risk Manager for Capital Metropolitan Transportation Authority in Austin (Region 10) for 17 years. He has earned the designation of Associate in Risk Management and Associate in Risk Management for Public Entities and he serves on the Board of the Risk and Insurance Management Society, Central Texas Chapter. Mr. Nyren has a degree in Government and recently completed the Certified Public Manager Program at Texas State. He also has 30 years of experience in insurance, wellness, safety, security, and risk management.

**WRITE IN CANDIDATE:**

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## **Certificate**

I certify that the vote cast above has been cast in accordance with the will of the majority of the governing body of the public entity named below.

Witness by hand, this \_\_\_\_\_ day of \_\_\_\_\_, 2012.

\_\_\_\_\_  
Signature of Authorized Official

\_\_\_\_\_  
Title

\_\_\_\_\_  
Printed Name of Authorized Official

\_\_\_\_\_  
Printed name of Political Entity



# PLAINVIEW, TX

*city of plainview*

August 22, 2012

Re: TML-Intergovernmental Risk Pool Board Election – **Place 11** – **Greg Ingham**

Dear Benjamin L. White,

You have recently received your Official Ballot to vote for four members of the Board of Trustees for the Texas Municipal League Intergovernmental Risk Pool. I am running for re-election for Place 11 and I would appreciate your vote and support.

The mission of the TML Intergovernmental Risk Pool is to provide Texas cities and other units of local government with a stable source of risk financing and loss prevention services at the lowest cost consistent with sound business practices. By pursuing these goals together we have built one of the largest local government risk pools in the country. Over the years we have expanded our coverage lines to include not only cities, but also local governmental entities such as appraisal districts, councils of governments, housing authorities, water districts, and others to broaden our base.

Last year our Pool's Loss Prevention Staff presented on-site training to nearly 9,000 local government employees and officials; and on-line training to another 6,800 participants to help provide a safer work environment and to control losses. These efforts, when combined with the Board's efforts to build a strong financial base have enabled your Pool to assume additional risk to control operating costs; at the same time **return equity to our members sixteen times since 1993 totaling over \$130,000,000**; and reduce rates for certain coverages in ten of the years during that time frame.

The Plainview City Council and the TML-IRP Board have nominated me for your consideration for Place 11 on the Texas Municipal League Intergovernmental Risk Pool Board of Trustees. I look forward to the opportunity to continue serving you – the cities and other local governments of Texas in this office.

I would appreciate your vote and continuing support.

Thank you,

Greg Ingham, City Manager



August 9, 2012

Mr. Ben White  
City Manager  
205 South Main street  
Farmersville, Texas 75442-2209

Dear Mr. White:

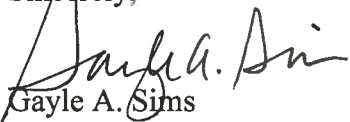
You soon will be receiving the Texas Municipal League Intergovernmental Employee Benefit Pool (TMLIEBP) Trustee voting form. I am writing to thank you for trusting the Pool with your health care needs and to ask for your vote to continue on the Board representing Region 13.

I am dedicated to serving the healthcare needs of Region 13 cities. I have over 25 years handling employee benefits to include bidding and reviewing of health and dental insurance and fully understand the impact of today's economy and the challenges confronting the members I serve. Now more than ever, it is increasingly important that TMLIEBP continues to focus on management of healthcare costs to provide competitive benefits to municipalities and other governmental entities in Texas. As a result, I make it a priority to closely review administrative costs that has guided my commitment to ensuring that health and dental coverage be as cost effective as possible for Region 13 cities. This was a determining factor for me to vote to approve a return of equity to lower rates for employees and cities.

Additionally, each year I carefully examine the benefits the Pool is proposing to offer to ensure we are providing services that encourage healthy lifestyles and managed care strategies that remain affordable for employees.

I am confident that my continued service on the Board will make a difference for Region 13 cities and your employees to keep the cost of coverage low and benefits sustained that help to improve the health of those she represents.

Sincerely,

  
Gayle A. Sims  
Human Resources Director  
TMLIEBP Region 13 Trustee





TO: Mayor and Councilmembers

FROM: City Manager Ben White

DATE: September 25, 2012

SUBJECT: Consider, discuss and act upon the street overlay of Orange Street

- Chronology of recent Orange Street events
- Map of Orange Street
- Map of proposed area for alternate route during construction of Main Street Bridge
- Map of CR 557 connecting Highway 380 to Highway 78

**ACTION: Council to discuss and take action as deemed necessary**

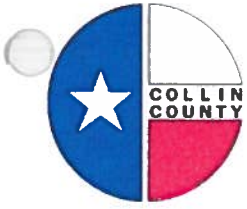
(IV – G)

## Recent Orange Street Event Chronology

- October 2011: Collin County, Jon Kleinheksel, informed the City of plans to pave CR557 and CR651 (Orange Street) as part of their program to eventually pave all county roads. Both of these roads are considered mutual boundary roads where maintenance cost are shared between the City and the County. CR 557 is the first county road east of Lake Lavon to the south and connects Audie Murphy Parkway (US 380) to SH 78. The portion of Orange Street that is affected lies between Audie Murphy Parkway and Old Josephine Road (CR 609). The cost to improve both roads is given in the attached. Mr. Kleinheksel said at the time that if the City did not have the funds the cost would be covered using funds from the Farmersville Parkway Phase III County Bond. At this time these projects were thought to be mutually beneficial to both the City and the County.
- December 2011: City Council decided to form a bond committee to research the possibility of raising funds for City-wide improvement projects including streets, water, waste water, and storm water.
- January 2012: Bond Committee starts meeting.
- February 2012: Bond Committee decides to include the cost of improvements for Orange Street (\$93,245) and CR 557 (\$4,583). Bond Committee decides to place these projects #2 and #3 on the project priority list respectively for streets.
- May 2012: Bond election passes including the Orange Street and CR 557 project.
- July 2012: Council broaches the question "Should Orange Street be included in the Bond project list?" Orange Street is not considered a high priority street by some. Not many people live down this street. No decision reached at this time.
- August 2012 County ready to start the Orange Street and CR 557 projects. County is requesting that the projects be funded. City Manager tells council Orange Street overly project is important for the following reasons:
1. Rock road that needs improvement.
  2. Mutual boundary road between the County and the City. Mutually beneficial to both parties and helps the County meet its goals.
  3. Bond Committee approved this project as part of the Bond election.
  4. Citizens voted knowing this project was included.

5. Provides alternate path north/south between US 380 and Old Josephine Road. Alternate to South Main Street.
6. Provides alternative path during construction of US 380 and the closing of the Main Street bridge.

September 2012    Need final Council decision concerning Orange Street.



## COLLIN COUNTY

Public Works Department  
700 A. Wilmeth Road  
McKinney, Texas 75069  
[www.collincountytx.gov](http://www.collincountytx.gov)  
972-548-3700 (Phone)  
972-548-3754 (Fax)

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The Collin County Public Works Department has been pursuing a program to pave all county roads since 2005. At that time, County staff researched and investigated the advantages of paved roads compared to rock roads.

The economic and environmental benefits of road paving have been well documented. Various university studies have established the alarming amount of dust released to the atmosphere from rock roads. In 2010, Public Works spent \$320,955 to oil rock roads for dust control and health letters. In addition, the perpetual dissipation of road material caused Public Works to add 34,144 tons of rock at a cost of \$633,712.

Safety is also substantially enhanced with paved roads. Braking distances and control are significantly compromised on rock roads compared with asphalt. To further improve safety, regulatory signs can be installed and enforced on paved roads.

Approximately half of the roads remaining to be paved are Mutual Boundary roads in which a county road is located along shared borders with one or more of the County's 24 cities/municipalities. While eager to pave these MB roads and realize the tremendous benefits associated therein, the County is sensitive to the precarious budget constraints to which many municipalities are subjected.

As such, Commissioners' Court voted on November 21, 2011 to proceed with paving the County/Municipality shared boundary segments while offering a menu of remuneration options for city staff to consider. Because the County will invoice the municipality for only ½ the cost of materials (no labor or equipment charge), the municipalities will realize a substantial savings in total project cost compared to outside contractor. The County Public Works Department is also capable of paving 100% municipality owned segments if so requested. Full project rates will apply in these instances.

Should you or your staff wish to discuss payment options or projects schedules, I am happy to oblige such requests and collaborate towards a mutually beneficial solution. Please feel free to contact me at 972-548-3735.

Jon Kleinheksel  
Public Works Director  
Collin County

# Collin County and Farmersville Mutual Boundary and City Road Upgrade Costs

City	Road	County	Shared	City	Column A		Column B City Cost to pave City portion only	Column A + Column B	Precinct
					Total Miles	City Cost to pave shared segment only			
Farmersville	CR557	1.82	0.14	0	1.96	\$4,583.04	\$0.00	\$4,583.04	3
Farmersville	CR651		0.18	0.32	0.5	\$5,892.48	\$87,352.32	\$93,244.80	3
<b>Total</b>		<b>1.82</b>	<b>0.32</b>	<b>0.32</b>	<b>2.46</b>	<b>\$10,475.52</b>	<b>\$87,352.32</b>	<b>\$97,827.84</b>	

•W 972 548-3735

•L 214 686-7116

## Farmersville Mutual Boundary Roads

CR 648

CR 557

CR 607

CR 651 (ORANGE ST)

CR 650 (WALNUT ST)

CR 609

CR 608

CR 610

CR 611

CR 654 (MERIT ST)

CR 657

CR 1076 (SUMMIT ST)

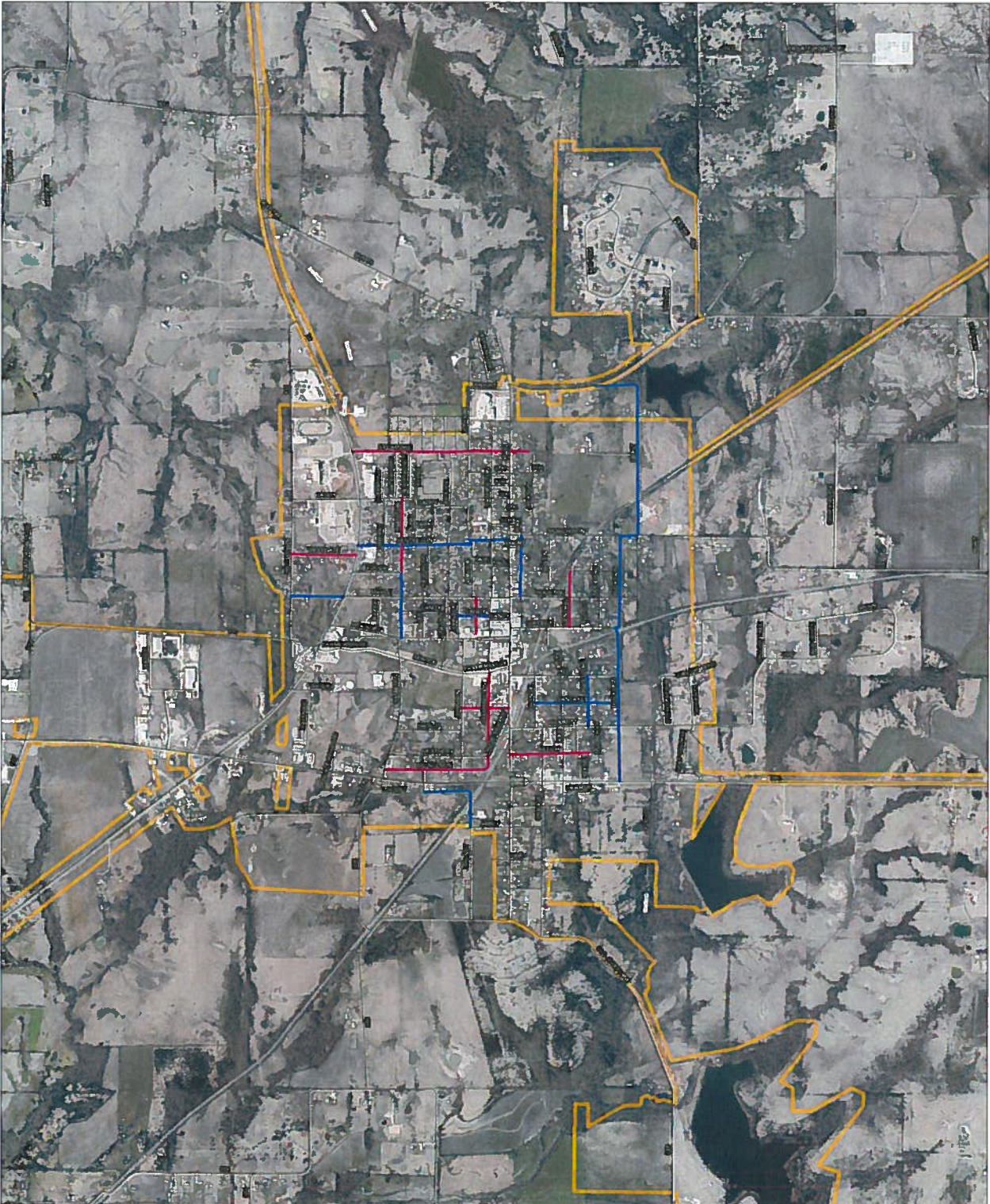
CR 811 (WILCOXSON ST)

CR 655 (MURCHISON ST)

CR 656 (THE ABANDONED RR ROW CROSSES, F'VILLE CITY IS 165'+)



# Farmersville Street Rehabilitation Projects



## 5 YEAR PROGRAM:

1. SYCAMORE - HWY 78 TO JACKSON - PANEL RECONSTRUCTION
2. HAMILTON - GADDY TO YUCCA - MOL WITH CURBS
- 3A. S. WASHINGTON - SID NELSON TO FARMERSVILLE PKWY - CONCRETE
- 3B. SID NELSON - S. WASHINGTON TO HAMILTON - CONCRETE
4. SANTA FE - YOUNGLER TO MAIN - MOL WITH CURB
4. BEECH - MAIN TO BEENE - MOL WITH CURBS
5. WINDOM - MAPLE TO MCKINNEY - MOL NO CURBS
6. WESTGATE - HWY 78 TO WILCOXIN - MOL WITH CURB
7. CENTRAL - COLLEGE TO PROSPECT - MOL WITH CURB

## 10 YEAR PROGRAM:

- HAMILTON - MCKINNEY TO YUCCA
- CANDY - JOHNSON TO WASHINGTON
- MERIT - BUCKSKIN TO FM 2194
- BOIS D'ARC - HILL TO SUMMIT
- RIKE - HOUSTON TO MURKINSON
- BUCKSKIN - MERIT TO HWY 380
- MAPLE - WILCOXIN TO HWY 78
- PENDELTON - HAMILTON TO JOUETT
- SANTA FE - ORANGE TO BUCKSKIN
- LOCUST - MIMOSA TO ABBEY



**KHA**  
Kimley-Horn  
and Associates, Inc.

## Legend

— EXISTING ROAD

— 5 YEAR

— 10 YEAR

— Farmersville City Limits

1 inch = 600 feet

Project Order	Project Name	Project Cost
<b>Street System Improvements</b>		
1	Sycamore Street Panel Replacement (Hwy 78 to Jackson)	\$123,000
2	Orange Street Overlay (380 to Old Josephine), Partially County Funded)	\$93,245
3	CR557 Overlay (US 380 to SH 78), Majority County Funded	\$4,583
4	Hamilton Street Overlay (Yucca to Gaddy)	\$88,000
5	South Washington from Farmersville Parkway to Sid Nelson	\$88,000
6	Hamilton Street from Hwy 380 to Farmersville Parkway	\$1,384,000
7	Sid Nelson from South Washington to Hamilton	\$88,000
8	Santa Fe Reconstruction (Johnson to Main)	\$504,000
9	Beech Street Overlay (Main to Beene)	\$137,000
10	Windom Overlay (Maple to McKinney)	\$46,000
11	Westgate Overlay (Hwy 78 to Wilcoxson)	\$94,000
12	Central Overlay (College to Prospect)	\$101,000
13	Street Signs and Installation	\$95,000
14	Hamilton (McKinney to Yucca)	\$728,000
<b>Street System Total</b>		<b>\$3,573,828</b>
<b>Water System Improvements</b>		
1	North ET/North Main Street	\$189,000
2	Rike/Houston/Austin Street	\$163,500
3	Automated Meter Reading System	\$520,000
4	CR 608/CR 609	\$63,500
5	Sycamore St/Hwy 78	\$329,000
6	Bob Tedford Drive	\$83,000
<b>Water System Total</b>		<b>\$1,348,000</b>
<b>Waste Water System Improvements</b>		
1	S Main & Abbey – Gravity Main	\$52,000
2	Hwy 78 & Maple St – Gravity Main	\$57,000
3	Hwy 78 & CR 611 – Gravity Main	\$172,500
4	Floyd St – Lift Station	\$50,000
5	Sycamore – Gravity Main	\$23,000
6	Hwy 380 & Welch Dr – Gravity Main	\$164,500
7	Hwy 380 (AFI to Floyd St) – Lift Station & Force Main	\$445,000
8	Locust – Gravity Main	\$88,500
<b>Waste Water System Total</b>		<b>\$1,052,500</b>

Total Bond	<b>\$5,974,328</b>
Suggested Bond Value (round up to nearest \$5K)	<b>\$5,975,000</b>



