

FARMERSVILLE ZONING BOARD OF ADJUSTMENT AGENDA

May 12, 2015, 6:00 P.M.
Council Chambers, City Hall
205 S. Main Street

I. PRELIMINARY MATTERS

Call to order, roll call

II. RECOGNITION OF CITIZENS/VISITORS

III. PUBLIC HEARING

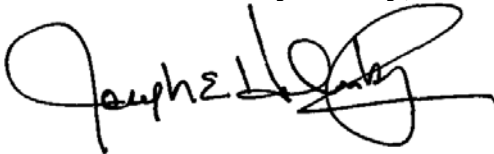
A. Hear public comments on a request for a variance from the minimum rear yard requirements contained in Section 77-167 of the Comprehensive Zoning Ordinance, for Lot 11, Block D, Aston Estates, also known as 503 Ryan's Circle, in Farmersville, Collin County, Texas

IV. ITEMS FOR DISCUSSION AND POSSIBLE ACTION

A. Consider a variance from the minimum rear yard requirements contained in Section 77-167 of the Comprehensive Zoning Ordinance, for Lot 11, Block D, Aston Estates, also known as 503 Ryan's Circle, in Farmersville, Collin County, Texas

V. ADJOURNMENT

Dated this the 8th day of May, 2015.



Joseph E. Helmberger, P.E., Mayor

As authorized by Section 551.071 of the Texas Government Code, this meeting may be convened into closed executive session for the purpose of seeking confidential legal advice from the City attorney on any item covered by such section on any Agenda item listed herein.

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 May 8, 2015 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 whom it may concern,

I am writing in reference to a variance request related to a proposed patio cover at 503 Ryans circle, Farmersville Tx. We would like to request a variance be granted to allow a patio cover to be built in the back of the property within 3ft of the rear property line.

Proposed Structure:

26' x12' Cedar Patio cover, shingled to match, 6"x6" cedar posts, 2"x6" cedar rafters

The proposed patio cover would be attached to the house and cover an area of 23'x12' however our proposed 12' depth would encroach the 10' setback. The house only sits 15ft from the back property line so the ordinance leaves very little room to make any type of improvements. We are asking for a variance so we can build the patio cover to within 3ft of the back property line.

Thank you for your consideration,


Tina Carver

Resident
503 Ryans Circle, Farmersville Tx

Daniel Miller



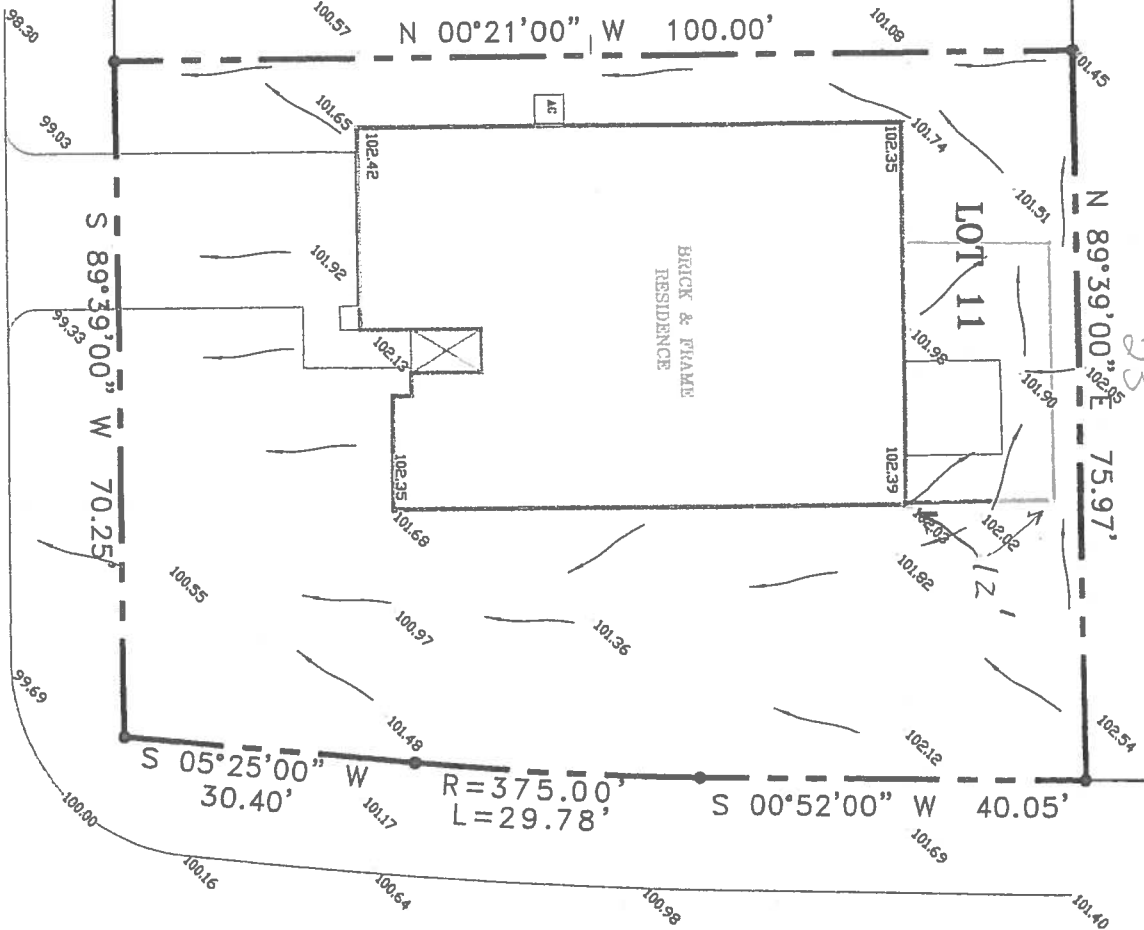
Contractor
Miller Fence
115 cloudcroft dr
Wylie, tx 75098





10
N/689

3A
R/118



JOUETTE STREET
(60' R.O.W.)

503 RYANS CIRCLE
(60' R.O.W.)

Sec. 77-167. - Rear yard.

- (a) In the A, SF-1, SF-2, SF-3, 2F, MF-1, MF-2, P, O, NS, GR, C, C-1, CA, I-1 or PD Districts, no main residential building may be constructed nearer than ten feet to the rear property line. The main residential building and all accessory building shall never cover more than 50 percent of that portion of the lot lying to the rear of a line erected joining midpoint on one side lot line with the mid-point of the opposite side lot line. For accessory building standards, see section 77-172(b). (See appendix illustration 3 on file in the city secretary's office.)
 - (b) In the O, NS, GR, C, CA, I-1, or I-2 Districts, no rear yard is specified for non-residential uses except where retail, commercial or industrial uses back upon a common district line, whether separated by an alley or not, dividing the district from any residential districts listed herein, a minimum rear yard of ten feet shall be provided.
 - (c) Every part of a required rear yard shall be open and unobstructed to the sky from a point 30 inches above the general ground level of the graded lot, except for accessory buildings, landscaping, fences and similar appurtenances and the ordinary projections of window sills, belt courses, cornices and roof overhangs and other architectural features projecting not to exceed four feet into the required rear yard.
 - (d) The minimum rear yard in a PD, Planned Development District shall be established on the site plan or by the amending ordinance in accordance with section 77-136
 - (e) Where multifamily dwellings exceed three stories in height, a rear yard equal to one foot for each two feet in height shall be provided, except that no such rear yard shall exceed 50 feet as a result of this provision, and except that in the MF-2 and CA Districts, no rear yard exceeding ten feet shall be required where the rear wall of a residential structure contains no opening or windows for light or air.
 - (f) The minimum rear yard in the HC District shall be 20 feet.
- (Comp. Ord. of 3-11-2008)

Sec. 77-136. - PD, Planned Development District uses permitted.

- (a) The city council, after public hearing and proper notice to all parties affected, and after recommendation from the planning and zoning commission, may authorize the creation of the following types of Planned Development Districts:
- (1) Shopping center on tracts of three acres or more.
 - (2) Housing development on tracts of three acres or more or a community unit development.
 - (3) Industrial parks or districts on tracts of ten acres or more.
 - (4) Medical center and hospital.
 - (5) Trailer camps, industrial housing subdivisions.
 - (6) Civic center and community center.
 - (7) Office center.
 - (8) Recreation center.
 - (9) A combination of any of the developments listed in subsections (a)(1) through (3) of this section.
 - (10) Transition districts as an extension of an existing district whereby the provision of off-street parking, screen walls, open space and plantings would create a protective transition between a lesser and more restrictive district.
 - (11) Retail/services centers.
- (b) In the Planned Development District, uses shall conform to the standards and regulations of the base zoning district to which they are most similar, unless modified by the ordinance granting the Planned Development District or the approved site plan. The particular base district must be stated in the granting ordinance. All applications to the city for a Planned Development District shall list all requested deviations from the standard requirements of the base zoning district as set forth in this chapter. A specific list is required of requested deviations for each district or district, and applicants shall furnish a general statement citing the reason for the planned development request. The Planned Development District shall conform to all other sections of this zoning ordinance unless specifically modified or excluded in the ordinance granting the Planned Development District or the approved site plan adopted as an exhibit thereto.
- (c) Every Planned Development District approved under the provisions of this chapter shall be considered as an amendment of the ordinance from which this chapter is derived as applicable to the property involved. In approving the Planned Development District, the city council may impose conditions relative to the standard of development and such conditions shall be complied with before a certificate of occupancy is issued for the use of the land or any structure which is part of the Planned Development District and such condition shall not be construed as conditions precedent to the approval of the zoning amendment, but shall be construed as conditions precedent to the granting of a certificate of occupancy.
- (d) All Planned Development Districts approved in accordance with the provisions of this chapter shall be referenced on the zoning district map, and a list of such Planned Development Districts, together with the category of uses permitted therein, shall be maintained in the appendix on file in the city clerk's office.

(Comp. Ord. of 3-11-2008)

**FARMERSVILLE CITY COUNCIL
REGULAR SESSION AGENDA
May 12, 2015, 6:00 P.M. ¹
Council Chambers, City Hall
205 S. Main Street**

I. PRELIMINARY MATTERS

- Call to Order, Roll Call, Prayer and Pledge of Allegiance
- 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.
- Announcements relating to items of public interest: Announcements regarding local or regional civic and charitable events, staff recognition, commendation of citizens, traffic issues, upcoming meetings, awards, acknowledgement of meeting attendees, birthdays, and condolences.
 - The United Methodist Church is sponsoring their annual Taste of Farmersville at the Onion Shed on May 23rd from 4pm – 7pm
 - The annual Yards of Yard Sales sponsored by the Chamber of Commerce will be on June 6th.

II. SWEARING IN COUNCIL MEMBERS AND REORGANIZE CITY COUNCIL

- A. Elect Mayor Pro Tem
- B. Elect Treasurer

III. CONSENT AGENDA

Items in the Consent Agenda consist of non-controversial or “housekeeping” items required by law. Council members may request prior to a motion and vote on the Consent Agenda that one or more Items be withdrawn from the Consent Agenda and considered individually. Following approval of the Consent Agenda, excepting the items requested to be removed, the City Council will consider and act on each item so withdrawn individually.

- A. City Council Minutes
- B. Police Department Report
- C. Code Enforcement/Animal Control Report
- D. Fire Department Report
- E. Municipal Court Report
- F. Warrant Officer Report
- G. Public Works Report
- H. Library Report
- I. City Manager’s Report

¹ Or immediately following the conclusion of the Board of Adjustment meeting.

IV. INFORMATIONAL ITEMS

These Informational Items are intended solely to keep the City Council apprised of the actions and efforts of the various boards and commissions serving the City of Farmersville. Council members may deliberate and/or request further information or clarification regarding any one or more of the items contained in this provision. City Council approval of, or action on, these items is not required or requested.

- A. FEDC (4A) Meeting Minutes
- B. FEDC (4A) Financial Report
- C. FCDC (4B) Meeting Minutes
- D. FCDC (4B) Financial Report
- E. Planning & Zoning Minutes
- F. Capital Improvements Advisory Commission Minutes
- G. Citizens Advisory Committee
- H. Sign Board of Appeals Minutes
- I. Parks Board Minutes
- J. Main Street Board Minutes
- K. Main Street Report
- L. Building & Property Standards Minutes
- M. TIRZ Minutes
- N. Library/Civic Center Board Minutes
- O. Farmersville Public Housing Authority
- P. North Texas Municipal Water District Board Agenda
- Q. Zoning Board of Adjustment Minutes

V. PUBLIC HEARING

- A. Public Hearing to consider, discuss and act upon a zoning change on approximately 0.741 acres of land, more or less, from Single-Family 2 (SF-2) District Uses to Multi Family 1 (MF-1) District Uses for a development located at or about the southeast corner of Lincoln and Candy Streets also known as the Whitaker Addition, Block 1, Lot 1 in the W.B. Williams Survey, Abstract A952 of Farmersville, Collin County, Texas
- B. Public Hearing regarding submission of nomination to create a National Register of the Farmersville Commercial Historic District

VI. REGULAR AGENDA

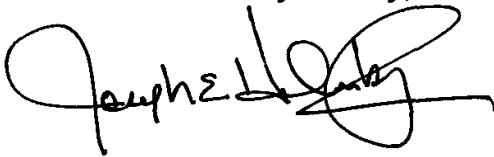
- A. Receive Request for Proposals for auditor services and consider, discuss and act upon awarding the auditor contract through a Letter of Understanding
- B. Consider, discuss and act upon a proposal to amend the Comprehensive Zoning Ordinance to allow an event center as an approved land use
- C. Reorganize Boards and Commissions and appoint a Council Liaison to each Board and Commission respectively

- D. Receive planner presentations from Halff Associates, Inc. and Tharp Planning Group regarding planning services for the Towne Centre Project
- E. Receive planner presentations from Halff Associates, Inc. and MESA regarding planning services for the JW Spain Athletic Complex Project
- F. Update on Collin County dispatch/communication services
- G. Receive, discuss and act upon information regarding platting, permitting and application of the International Codes in the City's extraterritorial jurisdiction, and the "City-County Plat Approval Agreement (Exclusive City Control)" ("1445 Agreement") prepared by Collin County and entered into by and between Collin County and the City
- H. Update regarding pipe replacement program through Atmos Energy

VII. REQUEST FOR CONSIDERATION OF PLACING ITEMS ON FUTURE AGENDAS

VIII. ADJOURNMENT

Dated this the 8th day of May, 2015.



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).

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Edie Sims, City Secretary



*"A Taste
of Farmersville"*

at the Onion Shed

Saturday
May 23
4pm-7pm



*By: The First United
Methodist Church*

Proceeds go to local missions.

Saturday, June 6, 2015

9am - 3pm



Yards of Yard Sales

Yard Sales All Across Farmersville

PROUDLY SPONSORED BY
Farmersville Chamber of Commerce

972-782-6533

**To Get On The Map Register Your Yard Sale
For ONLY \$10.00**

You Can Register...AND Pay Online.

REGISTER BEFORE MAY 29 TO BE LISTED ON THE MAP

Maps of Yard Sale Locations Posted Downtown June 4th



TO: Mayor and Councilmembers
FROM: Ben White, City Manager
DATE: May 12, 2015
SUBJECT: CONSENT AGENDA - City Council Minutes

Electronic minutes are found at the following link:

http://www.farmersvilletx.com/government/agendas_and_minutes/city_council_meetings.jsp

FARMERSVILLE CITY COUNCIL
MEETING MINUTES
April 14, 2015

The Farmersville City Council met in regular session on April 14, 2015 at 6:00pm in the Council Chambers at City Hall with the following members present: Mayor Joe Helmberger, John Klostermann, John Politz, Michael Hesse and Russell Chandler. Councilmember absent was Jim Foy. Staff members present were City Manager Ben White, Police Chief Mike Sullivan, Fire Chief Kim Morris, City Attorney Alan Lathrom, Warrant Officer Rick Ranspot, Assistant to the City Manager Paula Jackson, Librarian Trisha Dowell and City Secretary Edie Sims.

Item I) CALL MEETING TO ORDER, ROLL CALL

Mayor Helmberger called the meeting to order. Edie Sims called the roll and announced a quorum was present. Mayor Helmberger welcomed all guests and visitors. City Manager Ben White offered the invocation with Mayor Helmberger leading the audience in the Pledge of Allegiance to the American Flag and the Texas Flag.

Mayor Helmberger announced the annual Chamber Banquet will be April 18th at the Longhorn Hill Ranch Party Barn.

Mayor Helmberger proudly proclaimed April 16, 2015 as Ray and Lynne Feagin Day in Farmersville. A reception was held in Mr. and Mrs. Feagin's honor.

Item II) CONSENT AGENDA

Mayor Helmberger requested Item G – Public Works Report be pulled for further discussion. With no other items requested for discussion, John Klostermann motioned to approve Items A, B, C, D, E, F, H and I as presented with Michael Hesse seconding the motion. A poll of the Council was taken as follows: John Klostermann yes, John Politz yes and Michael Hesse yes. Motion passed with full Council approval. (Russell Chandler stepped out and was not available.)

Mayor Helmberger questioned the recent power outage occurring Easter Sunday, April 5th. City Manager Ben White explained the outage started at 10:00am and was resolved at approximately 12:00noon. Lines were shorted out at Raymond and Farmersville Parkway. Kudos were expressed for Farmersville Electric employees how efficiently and effectively the issue was found and resolved. Mr. White also stated new software with the Automated Meter System will help understand areas of concern such as locating a branch circuit and being able to diagnose the problem. A poll of the Council was taken as follows: John Klostermann yes, John Politz yes and Michael Hesse yes. Motion passed with full Council approval.

Item III) INFORMATIONAL ITEMS

Council did not request any information or clarification regarding Informational Items.

ITEM IV – A) CONSIDER, DISCUSS AND ACT UPON ACCEPTING PATTI FORD’S RESIGNATION FROM THE PLANNING & ZONING COMMISSION AND THE BUILDING & PROPERTY STANDARDS COMMISSION

Patti Ford offered her written resignation to the Council since she has moved outside the City of Farmersville. Michael Hesse motioned to accept the resignation from the two Commissions with John Politz seconding the motion. A poll of the Council was taken as follows: John Klostermann yes, John Politz yes and Michael Hesse yes. Motion passed with full Council approval.

ITEM IV – B) CONSIDER, DISCUSS AND ACT UPON ACCEPTING BILL HARRISON’S RESIGNATION FROM THE NORTH TEXAS MUNICIPAL WATER DISTRICT BOARD OF DIRECTORS, REPRESENTING FARMERSVILLE

Bill Harrison offered his written resignation to the Council from the NTMWD Board of Directors. John Klostermann motioned to accept the resignation with Michael Hesse seconding the motion. A poll of the Council was taken as follows: John Klostermann yes, John Politz yes and Michael Hesse yes. Motion passed with full Council approval.

ITEM IV – C) CONSIDER, DISCUSS AND ACT UPON A REQUEST FOR QUALIFICATIONS FOR AN AUDITOR

City Manager Ben White requested the Council review the Request for Qualifications. If anything needs to be added or changed, this was the opportunity prior to opening the bid process. Mayor Helmberger stated the Request for Qualifications looks complete and he did not have anything to add. John Klostermann motioned to approve the Request for Qualifications as presented with Michael Hesse seconding the motion. A poll of the Council was taken as follows: John Klostermann yes, John Politz yes and Michael Hesse yes. Motion passed with full Council approval.

ITEM IV – D) CONSIDER, DISCUSS AND ACT UPON A CONTRACT WITH TIME WARNER CABLE FOR SERVICES AT THE CHARLES CURINGTON PUBLIC SAFETY BUILDING

City Manager Ben White informed the Council the contract presented is for services at the Public Safety Building. Previously, television services were offered from Time Warner for free. It is no longer an option for free service and Time Warner is requesting a contract for services. John Politz motioned to approve the contract as presented with Michael Hesse seconding the motion. A poll of the Council was taken as follows: John Klostermann yes, John Politz yes and Michael Hesse yes. Motion passed with full Council approval.

ITEM IV – E) RECEIVE UPDATE REGARDING COMMUNICATIONS/DISPATCH SERVICES THROUGH COLLIN COUNTY

(Russell Chandler returned to the meeting at 6:17pm)

Police Chief Mike Sullivan spoke to the Council regarding the recent issue with dispatch services through Collin County. The Fire Departments and Police Departments

are to meet with Commissioners Hill and Williams Friday, April 17th to discuss this matter further. Collin County Sheriff Terry Box will not provide dispatch services for at least 7 city departments from the County's radio system.

Mayor Helmberger stated he too has met with Commissioner Hill. The Sheriff does indeed have the right to shut down the dispatch center with no regard for the departments and how each of the cities will be affected. The candidate being encouraged to run for Sheriff Box's place is Jim Skinner who thinks the County should not upgrade the dispatch infrastructure. Those cities being affected are Lavon, Josephine, Princeton, Anna, Celina, Melissa and Farmersville. Originally fire departments were going to be removed from Collin County Dispatch center as well, but Sheriff Box has reinstated offering this service to fire departments and will continue serving fire departments at no cost.

Chief Sullivan stated the Fire Chiefs and Police Chiefs will meet with North Central Texas Council of Governments after meeting with the County to seek funding for a regional dispatch center. The regional dispatch center makes sense. Just a note, AMR ambulance services are separate although they share a component with Collin County. Further information will be presented as learned.

ITEM IV – F) RECEIVE AND DISCUSS INFORMATION REGARDING PLATTING, PERMITTING AND APPLICATION OF THE INTERNATIONAL CODES IN THE CITY'S EXTRATERRITORIAL JURISDICTION, AND THE "CITY-COUNTY PLAT APPROVAL AGREEMENT (EXCLUSIVE CITY CONTROL)" ("1445 AGREEMENT") PREPARED BY COLLIN COUNTY AND ENTERED INTO BY AND BETWEEN COLLIN COUNTY AND THE CITY

Mayor Helmberger stated he met with Collin County Commissioner Chris Hill regarding the County's position on Extraterritorial Jurisdiction enforcement. The issue revolves around platting. The County's stance is if a property located within a city's ETJ does not require platting then a city does not have enforcement for Subdivision Regulations nor other permits. The issue started with a mobile home park outside the City of McKinney. The subject has been controversial for years. The County has minimal regulations in cities ETJ. There are many unanswered questions since the case law between NTMWD and City of Lucas has been challenged. Another layer of concern has been the replacement of the County Attorney. FEMA also has concerns regarding the ETJ issue between the cities and the County.

During this conflict regarding authority in the ETJ, the County Fire Marshal has also stopped issuing burn permits for controlled burning. This decision affects Farmersville Fire Department as there is 125 square miles of area for coverage. Technically Texas is a no-burn State.

Police Chief Mike Sullivan expressed concerns as the enforcement arm of the City as to where he and his department has enforcement jurisdiction. City Attorney Alan Lathrom indicated the Attorney General's Opinion, once received, will help guide this situation. However, the case law between the City of Lucas and North Texas Municipal

Water District still prevails as our rule for now. The Attorney General's Opinion is not binding but it is a persuasive authority.

City Manager Ben White encouraged to follow after the City of Frisco where all properties are required to be platted and therefore all the City's regulations are enacted and enforced. Chief Sullivan stated if case law allows enforcement, then the City needs to be cognizant of being challenged. The enforcement includes signage in the ETJ. Mayor Helmberger requested this item remain on the agenda until resolved.

ITEM V) REQUEST FOR CONSIDERATION OF PLACING ITEMS ON FUTURE AGENDAS

Mayor Helmberger requested the Council to discuss materials for fire lanes at the next meeting. Mayor Helmberger also requested a discussion regarding rental properties. No one else requested items for future agendas.

ITEM VI) ADJOURNMENT

Council adjourned at 7:04pm.

APPROVED

ATTEST

Joseph E. Helmberger, P.E., Mayor

Edie Sims, City Secretary



TO: Mayor and Councilmembers
FROM: Ben White, City Manager
DATE: May 12, 2015
SUBJECT: CONSENT AGENDA - Police Department Report



Farmersville Police Department
134 North Washington Street
Farmersville, TX 75442
972-782-6141

Farmersville Police Department Monthly Report April-15

Total Calls For Service:

412

Tier 1 Crimes

Robbery:

0

Assault:

4

Theft:

2

Burglary:

1

Motor Vehicle Theft:

0

Tier 2 Crimes

Forgery:

1

Fraud:

2

Criminal Mischief:

1

Weapons:

1

DWI:

2

Public Intoxication:

0

Disorderly Conduct:

0

Drugs:

4

Miscellaneous

Traffic Stops:

191

Citations:

65 (79 violations)

Alarms:

18

Major Accidents:

2

Minor Accidents:

5

Agency Assist:

43

Cases filed with the District Attorney's Office:

Felony:

4

Misdemeanor:

2



TO: Mayor and Councilmembers
FROM: Ben White, City Manager
DATE: May 12, 2015
SUBJECT: CONSENT AGENDA – Code Enforcement/Animal Control Report

- Reports were not presented for Council packet. Reports will be emailed to Council once received and will be available for public view.



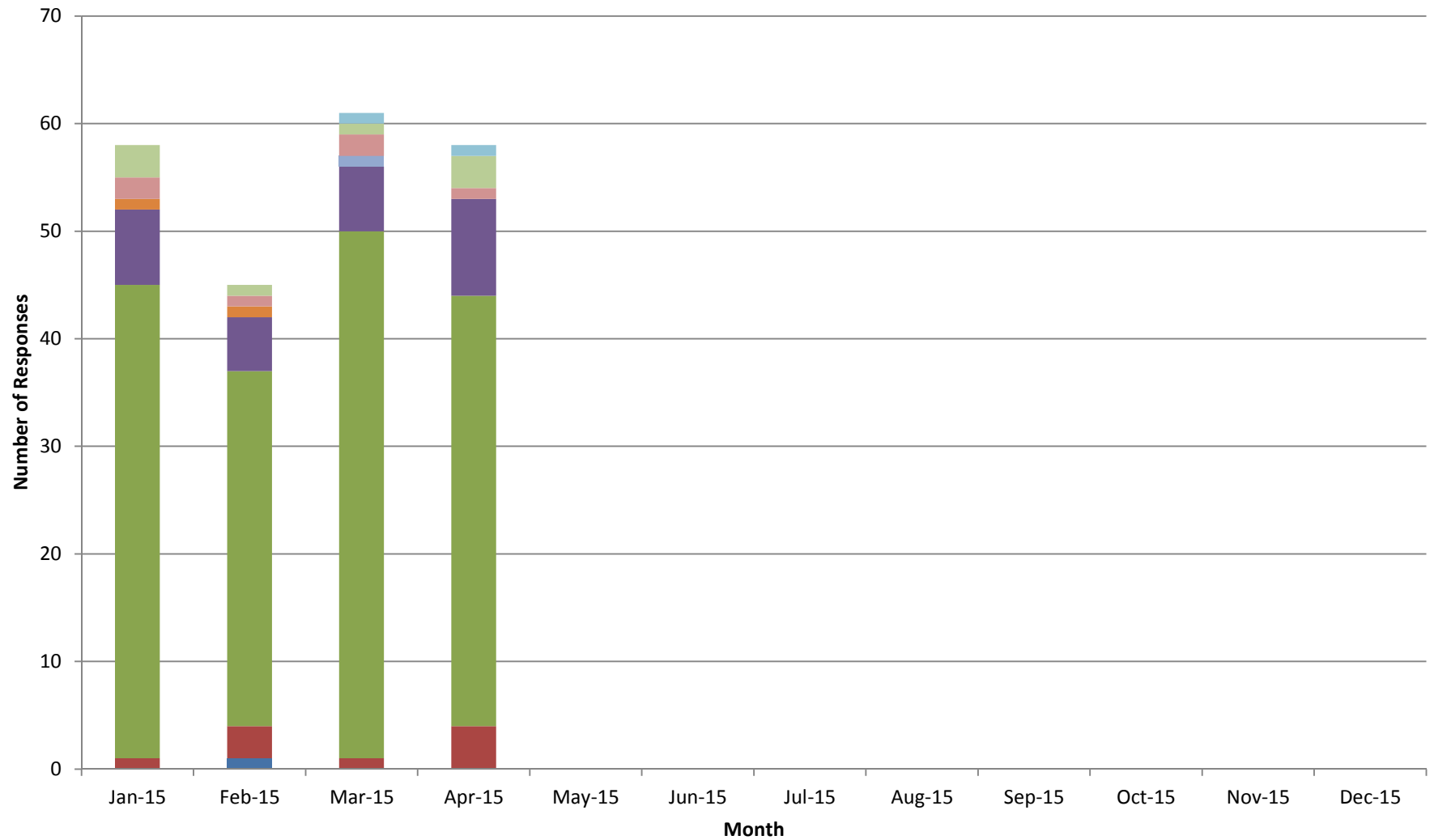
TO: Mayor and Councilmembers
FROM: Ben White, City Manager
DATE: May 12, 2015
SUBJECT: CONSENT AGENDA – Fire Department Report

FARMERSVILLE FIRE DEPARTMENT
MONTHLY CITY COUNCIL REPORT
APRIL, 2015

1. The department went to Kansas and picked up the new brush truck and drove it back. The borrowed truck from Princeton was returned.
2. A "Shattered Dreams" program was done for the High School. Farmersville Fire, Police, PHI helicopter Svc and Farmersville ISD police were all involved.
3. A mass casualty exercise was held at the Farmersville High School involving a bus vs. pickup accident. Approximately 25 students and boy scouts acted as injured.
4. Participated in the Farmersville Physical Therapy Health Fair.

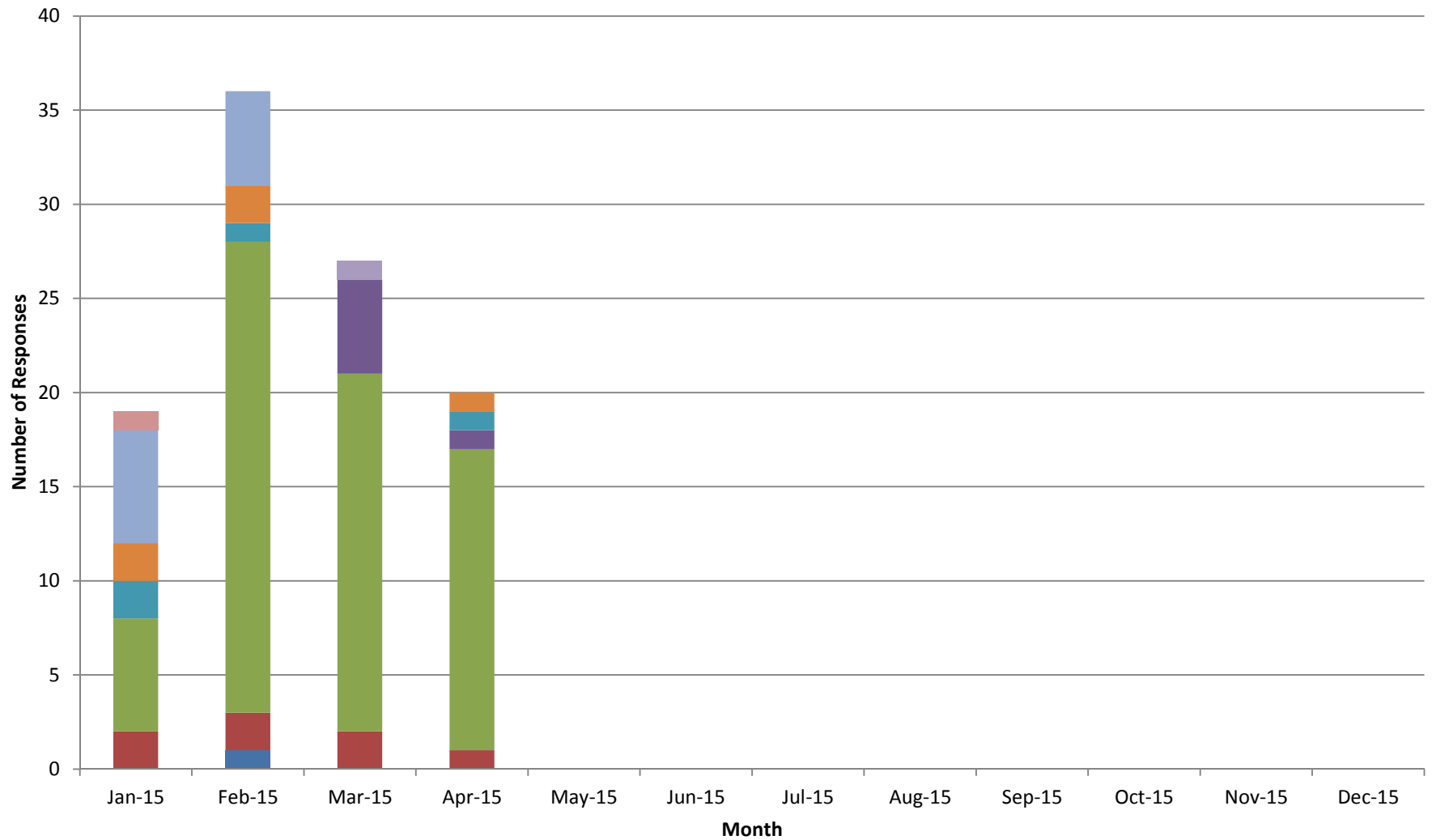
KIM R. MORRIS
Farmersville Fire Chief

Farmersville Fire Department City Responses



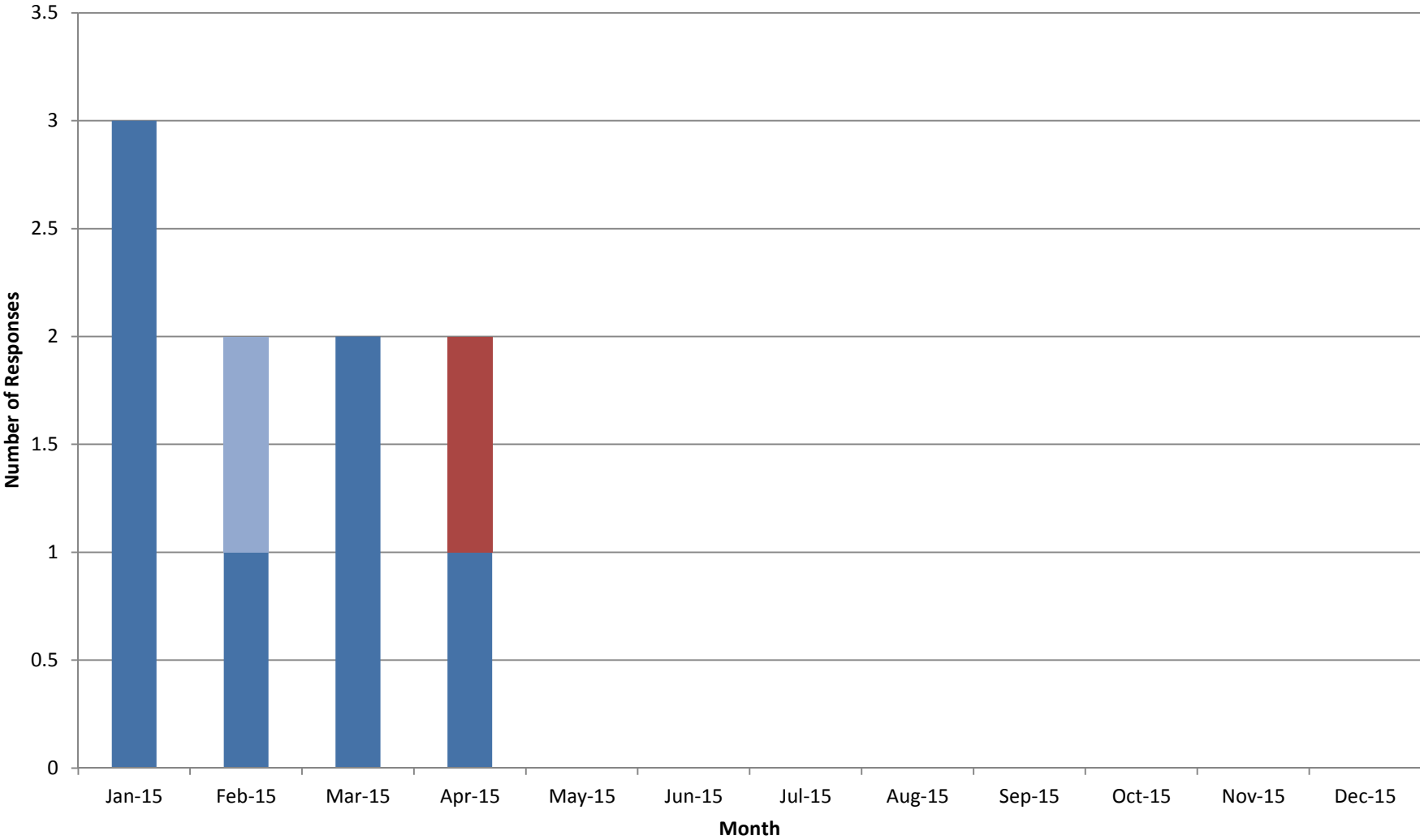
- Structure Fire
- Major Accident
- First Responder
- Public Assist
- Unauthorized Burn
- Smoke/Odor Investigation
- Grass Fire
- Hazardous Conditions
- Alarms
- Mobile Fires
- PD Assist

Farmersville Fire Department County Responses



Structure Fire Major Accident First Responder Public Assist
Unauthorized Burn Smoke/Odor Investigation Grass Fire Hazardous Conditions
Alarms Mobile Fires PD Assist

Farmersville Fire Department Mutual Aid Responses



- Structure Fire

■ Major Accident

■ First Responder

■ Public Assist
- Unauthorized Burn

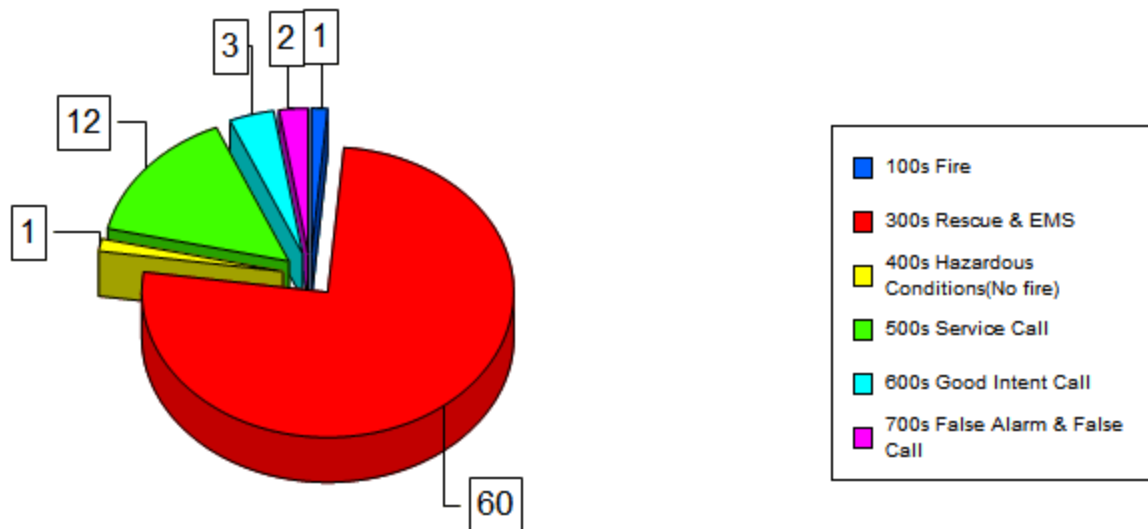
■ Smoke/Odor Investigation

■ Grass Fire

■ Hazardous Conditions
- Alarms

■ Mobile Fires

■ PD Assist



Graphed Items are sorted by Incident Type

Type Of Incident:

Total Of Incidents:

Percentage Value:

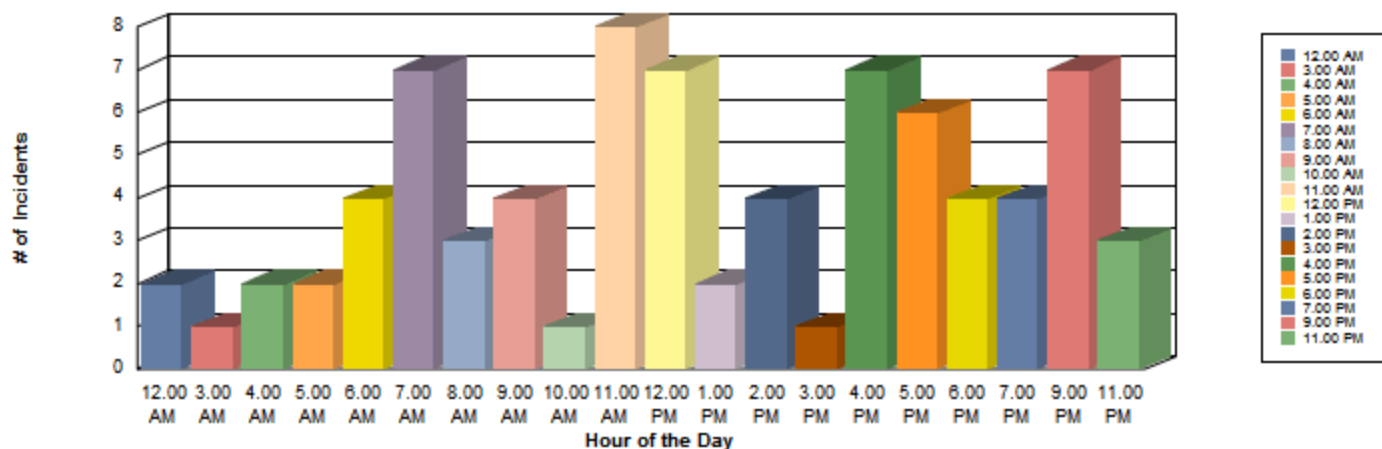
100 Series-Fire	1	1.27%
300 Series-Rescue & EMS	60	75.95%
400 Series-Hazardous Conditions(No fire)	1	1.27%
500 Series-Service Call	12	15.19%
600 Series-Good Intent Call	3	3.80%
700 Series-False Alarm & False Call	2	2.53%

Grand Total: 79

Type Of Incident Most Frequent: 300 Series-Rescue & EMS

Print Date: 5/1/2015

Incident Totals by Hour



Hour of the Day: 12.00 AM

5033532	04/02/2015	12:25:00AM	Medical assist, assist EMS crew
5042678	04/26/2015	12:00:00AM	Medical assist, assist EMS crew
Total # of Incidents: 2.00			% of Total Incidents: 2.53%

Hour of the Day: 3.00 AM

5039697	04/18/2015	3:41:00AM	Medical assist, assist EMS crew
Total # of Incidents: 1.00			% of Total Incidents: 1.27%

Hour of the Day: 4.00 AM

5036578	04/10/2015	4:19:00AM	Medical assist, assist EMS crew
5040047	04/19/2015	4:42:00AM	Medical assist, assist EMS crew
Total # of Incidents: 2.00			% of Total Incidents: 2.53%

Hour of the Day: 5.00 AM

5038130	04/14/2015	5:36:00AM	Medical assist, assist EMS crew
5043559	04/29/2015	5:49:00AM	Unauthorized burning
Total # of Incidents: 2.00			% of Total Incidents: 2.53%

Hour of the Day: 6.00 AM

5037813	04/05/2015	6:30:00AM	Medical assist, assist EMS crew
5040366	04/20/2015	6:43:00AM	Medical assist, assist EMS crew
5042862	04/27/2015	6:01:00AM	Medical assist, assist EMS crew
5043563	04/29/2015	6:40:00AM	Medical assist, assist EMS crew
Total # of Incidents: 4.00			% of Total Incidents: 5.06%

Hour of the Day: 7.00 AM

5035020	04/06/2015	7:49:00AM	Medical assist, assist EMS crew
5035420	04/07/2015	7:51:00AM	Medical assist, assist EMS crew
5036216	04/09/2015	7:38:00AM	Assist police or other governmental agency
5038573	04/15/2015	7:57:00AM	Medical assist, assist EMS crew
5038964	04/16/2015	7:07:00AM	Medical assist, assist EMS crew
5040699	04/21/2015	7:54:00AM	Medical assist, assist EMS crew
5043566	04/29/2015	7:07:00AM	Medical assist, assist EMS crew

Total # of Incidents: 7.00			% of Total Incidents: 8.86%
Hour of the Day: 8.00 AM			
5034725	04/05/2015	8:05:00AM	Medical assist, assist EMS crew
5035041	04/06/2015	8:45:00AM	Building fire
5038168	04/14/2015	8:16:00AM	Medical assist, assist EMS crew
Total # of Incidents: 3.00			% of Total Incidents: 3.80%
Hour of the Day: 9.00 AM			
5034397	04/04/2015	9:47:00AM	Medical assist, assist EMS crew
5038202	04/14/2015	9:35:00AM	Medical assist, assist EMS crew
5041094	04/22/2015	9:54:00AM	Person in distress, other
5042928	04/27/2015	9:55:00AM	Lock-out
Total # of Incidents: 4.00			% of Total Incidents: 5.06%
Hour of the Day: 10.00 AM			
5037837	04/13/2015	10:44:00AM	Medical assist, assist EMS crew
Total # of Incidents: 1.00			% of Total Incidents: 1.27%
Hour of the Day: 11.00 AM			
5033288	04/01/2015	11:15:00AM	Medical assist, assist EMS crew
5033305	04/01/2015	11:59:00AM	Medical assist, assist EMS crew
5037072	04/11/2015	11:05:00AM	Lock-out
5037437	04/12/2015	11:27:00AM	Smoke detector activation, no fire - unintentional
5037439	04/12/2015	11:31:00AM	Lock-out
5039065	04/16/2015	11:59:00AM	Medical assist, assist EMS crew
5041508	04/23/2015	11:08:00AM	Medical assist, assist EMS crew
5042629	04/26/2015	11:10:00AM	Medical assist, assist EMS crew
Total # of Incidents: 8.00			% of Total Incidents: 10.13%
Hour of the Day: 12.00 PM			
5033306	04/01/2015	12:05:00PM	Medical assist, assist EMS crew
5034435	04/04/2015	12:20:00PM	Lock-out
5035115	04/06/2015	12:13:00PM	Detector activation, no fire - unintentional
5041868	04/24/2015	12:45:00PM	Medical assist, assist EMS crew
5042648	04/26/2015	12:26:00PM	Medical assist, assist EMS crew
5042965	04/27/2015	12:12:00PM	Medical assist, assist EMS crew
5044057	04/30/2015	12:13:00PM	Dispatched & canceled en route
Total # of Incidents: 7.00			% of Total Incidents: 8.86%
Hour of the Day: 1.00 PM			
5039793	04/18/2015	1:30:00PM	Medical assist, assist EMS crew
5043004	04/27/2015	1:46:00PM	Medical assist, assist EMS crew
Total # of Incidents: 2.00			% of Total Incidents: 2.53%
Hour of the Day: 2.00 PM			
5037113	04/11/2015	2:18:00PM	Medical assist, assist EMS crew
5040123	04/19/2015	2:03:00PM	Medical assist, assist EMS crew
5041579	04/23/2015	2:48:00PM	Medical assist, assist EMS crew

5042671	04/26/2015	2:55:00PM	Lock-out
Total # of Incidents: 4.00		% of Total Incidents: 5.06%	
Hour of the Day: 3.00 PM			
5036710	04/10/2015	3:03:00PM	Medical assist, assist EMS crew
Total # of Incidents: 1.00		% of Total Incidents: 1.27%	
Hour of the Day: 4.00 PM			
5037152	04/11/2015	4:02:00PM	Lock-out
5037926	04/13/2015	4:13:00PM	Medical assist, assist EMS crew
5039545	04/17/2015	4:34:00PM	Medical assist, assist EMS crew
5039548	04/17/2015	4:45:00PM	Medical assist, assist EMS crew
5041616	04/23/2015	4:13:00PM	Medical assist, assist EMS crew
5043053	04/27/2015	4:28:00PM	Medical assist, assist EMS crew
5043368	04/28/2015	4:32:00PM	Medical assist, assist EMS crew
Total # of Incidents: 7.00		% of Total Incidents: 8.86%	
Hour of the Day: 5.00 PM			
5033766	04/02/2015	5:22:00PM	Medical assist, assist EMS crew
5034806	04/05/2015	5:02:00PM	Lock-out
5037539	04/12/2015	5:47:00PM	Medical assist, assist EMS crew
5038352	04/14/2015	5:45:00PM	Medical assist, assist EMS crew
5039564	04/17/2015	5:46:00PM	Lock-out
5041627	04/23/2015	5:04:00PM	Medical assist, assist EMS crew
Total # of Incidents: 6.00		% of Total Incidents: 7.59%	
Hour of the Day: 6.00 PM			
5034156	04/03/2015	6:23:00PM	Medical assist, assist EMS crew
5037192	04/11/2015	6:54:00PM	Medical assist, assist EMS crew
5041948	04/24/2015	6:04:00PM	Dispatched & canceled en route
5042734	04/26/2015	6:48:00PM	Medical assist, assist EMS crew
Total # of Incidents: 4.00		% of Total Incidents: 5.06%	
Hour of the Day: 7.00 PM			
5034179	04/03/2015	7:13:00PM	Medical assist, assist EMS crew
5038382	04/14/2015	7:07:00PM	Animal rescue
5041972	04/24/2015	7:15:00PM	Medical assist, assist EMS crew
5041988	04/24/2015	7:55:00PM	Medical assist, assist EMS crew
Total # of Incidents: 4.00		% of Total Incidents: 5.06%	
Hour of the Day: 9.00 PM			
5033829	04/02/2015	9:00:00PM	Medical assist, assist EMS crew
5034888	04/05/2015	9:26:00PM	Medical assist, assist EMS crew
5036109	04/08/2015	9:41:00PM	Medical assist, assist EMS crew
5036865	04/10/2015	9:57:00PM	Medical assist, assist EMS crew
5039930	04/18/2015	9:13:00PM	Power line down
5041315	04/23/2015	9:17:00PM	Medical assist, assist EMS crew
5043129	04/27/2015	9:21:00PM	Dispatched & canceled en route

Total # of Incidents: **7.00**

% of Total Incidents: **8.86%**

Hour of the Day: 11.00 PM

5033511	04/01/2015	11:12:00PM	Medical assist, assist EMS crew
5036893	04/10/2015	11:27:00PM	Medical assist, assist EMS crew
5043488	04/28/2015	11:00:00PM	Medical assist, assist EMS crew

Total # of Incidents: **3.00**

% of Total Incidents: **3.80%**

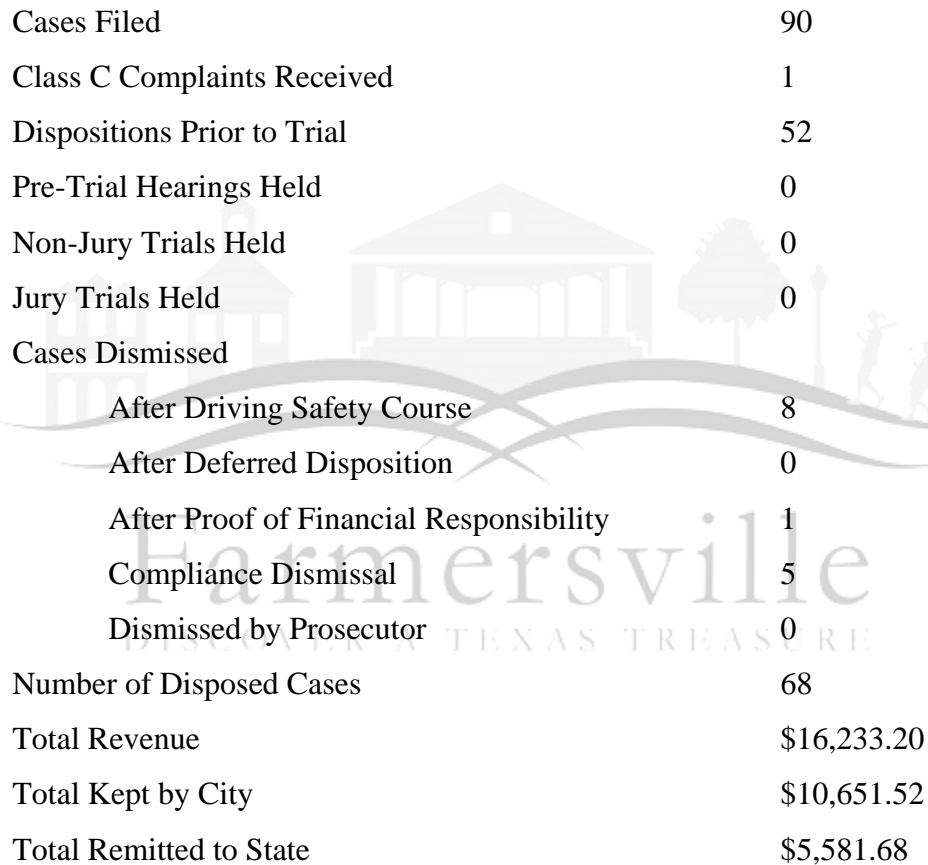
Grand Total Incidents: 79.00



TO: Mayor and Councilmembers
FROM: Ben White, City Manager
DATE: May 12, 2015
SUBJECT: CONSENT AGENDA – Municipal Court Report

FARMERSVILLE MUNICIPAL COURT

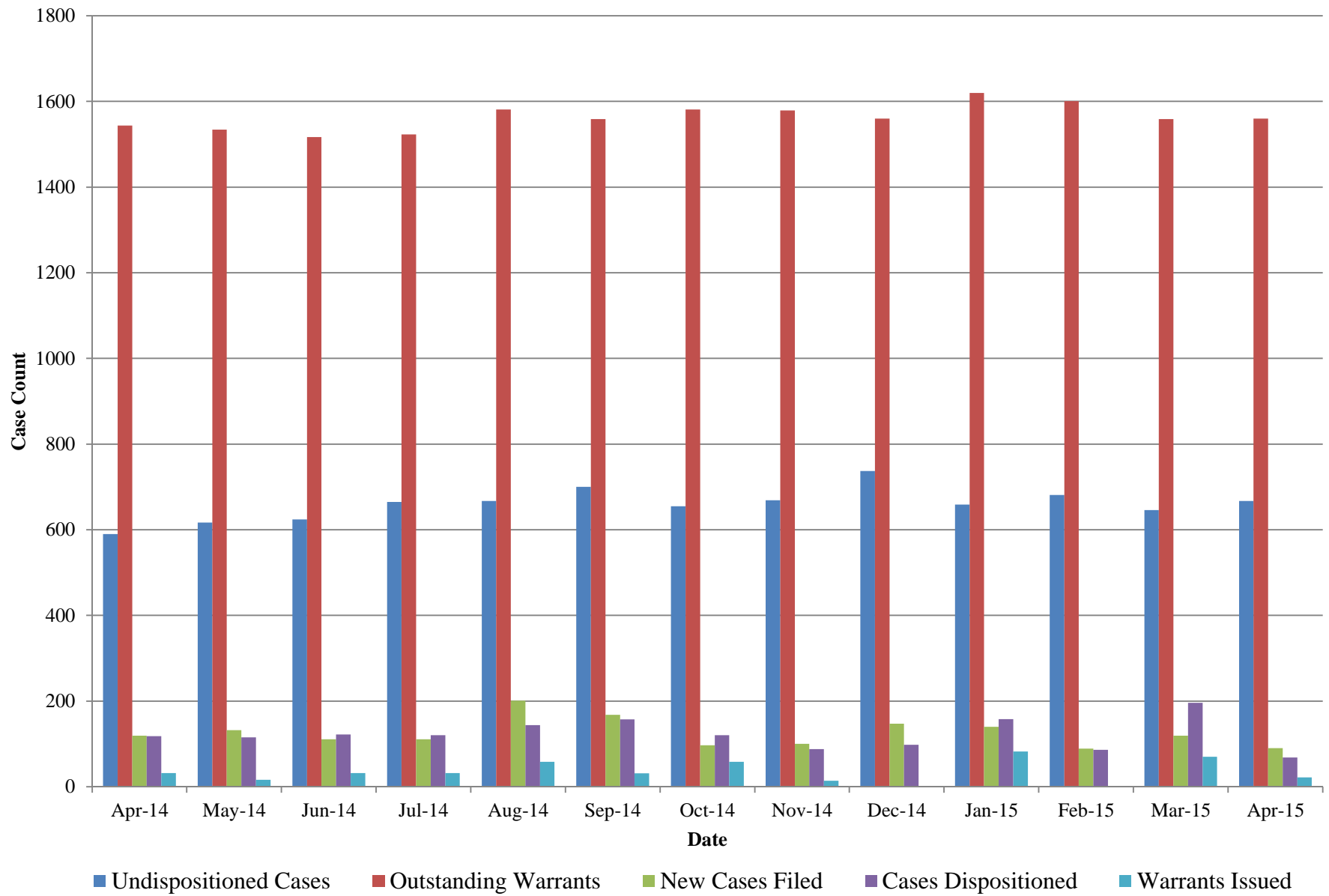
MONTHLY REPORT APRIL 2015



Cases Filed	90
Class C Complaints Received	1
Dispositions Prior to Trial	52
Pre-Trial Hearings Held	0
Non-Jury Trials Held	0
Jury Trials Held	0
Cases Dismissed	
After Driving Safety Course	8
After Deferred Disposition	0
After Proof of Financial Responsibility	1
Compliance Dismissal	5
Dismissed by Prosecutor	0
Number of Disposed Cases	68
Total Revenue	\$16,233.20
Total Kept by City	\$10,651.52
Total Remitted to State	\$5,581.68

***Cases dismissed by Prosecutor includes a portion of the warrant time purge.**

Municipal Court Case and Warrant Rate





TO: Mayor and Councilmembers
FROM: Ben White, City Manager
DATE: May 12, 2015
SUBJECT: CONSENT AGENDA – Warrant Officer Report

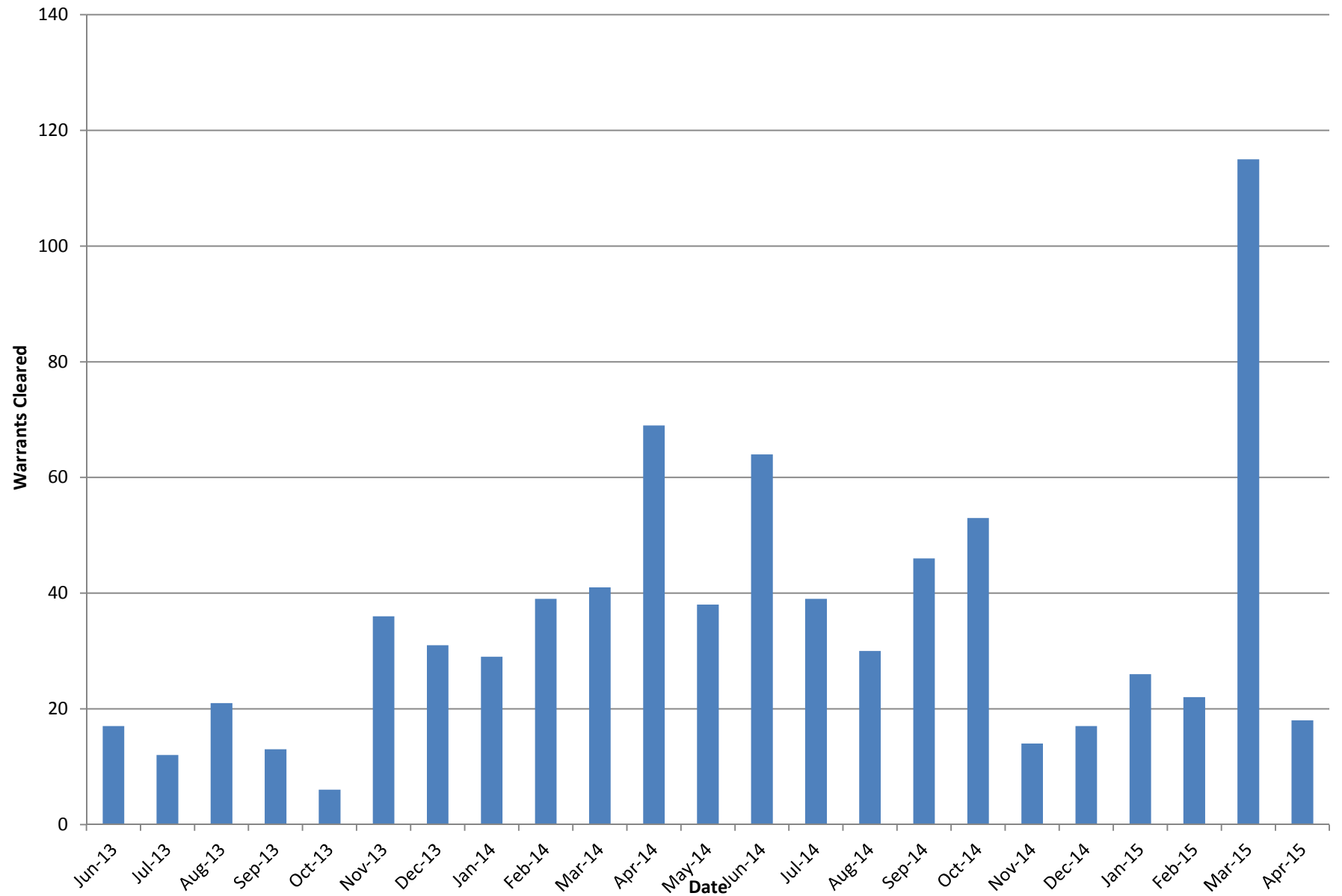


FARMERSVILLE MUNICIPAL COURT WARRANT OFFICER REPORT

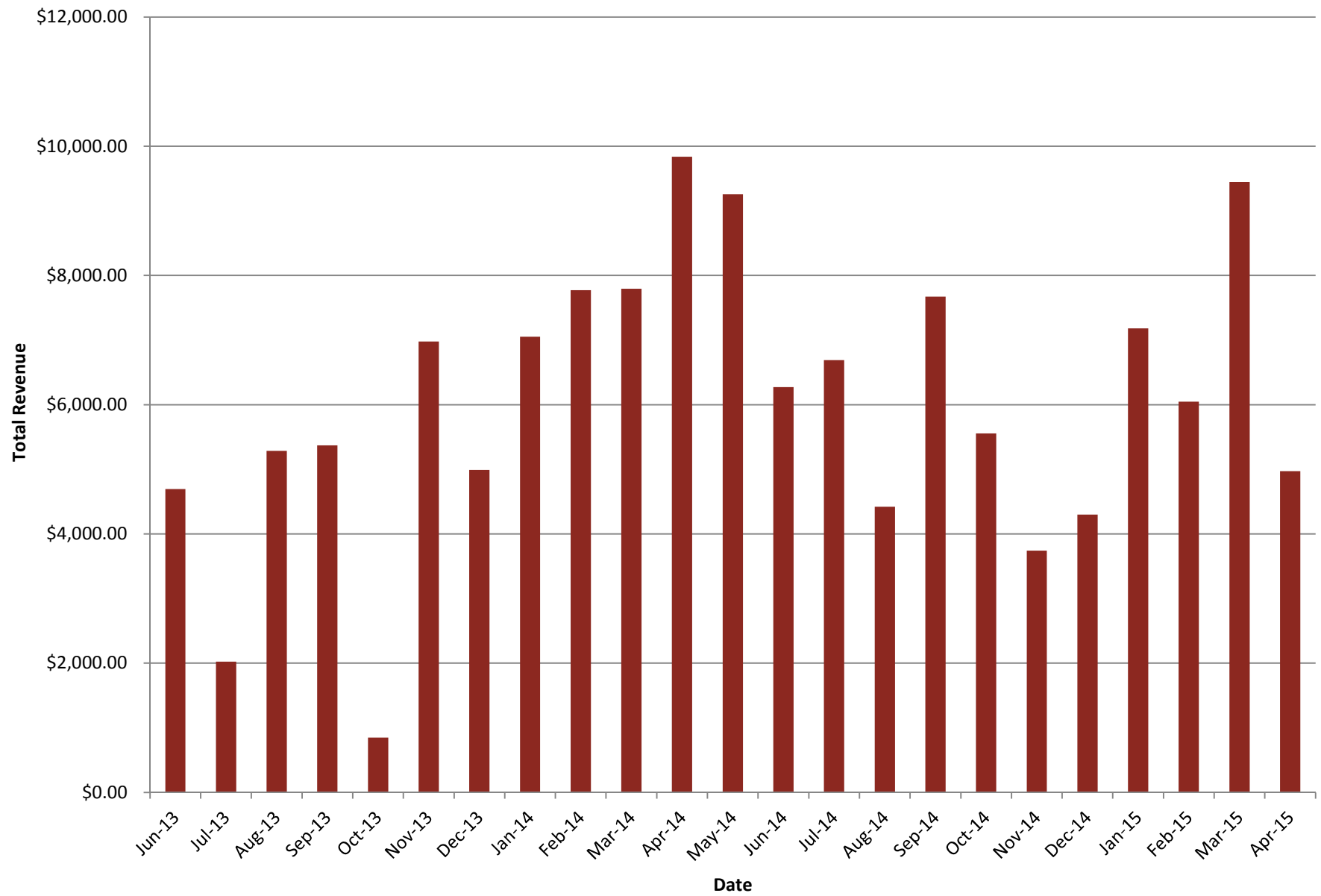
APRIL 2015

Total Outstanding Warrants	1560
Total Due from Outstanding Warrants	\$447,997.30
New Warrants Issued by Court	22
Total Warrants Cleared	18
Warrants Cleared by Arrest	4
Total on Payment Plan	132
Total Warrant Revenue	\$4,972.80
Total Time Served Credit	\$1,110.00
Total Cash Payments/Bonds Applied	\$3,862.80
Service Attempts (Including Served)	11
Process Served	0

Total Warrants Cleared



Total Warrant Revenue



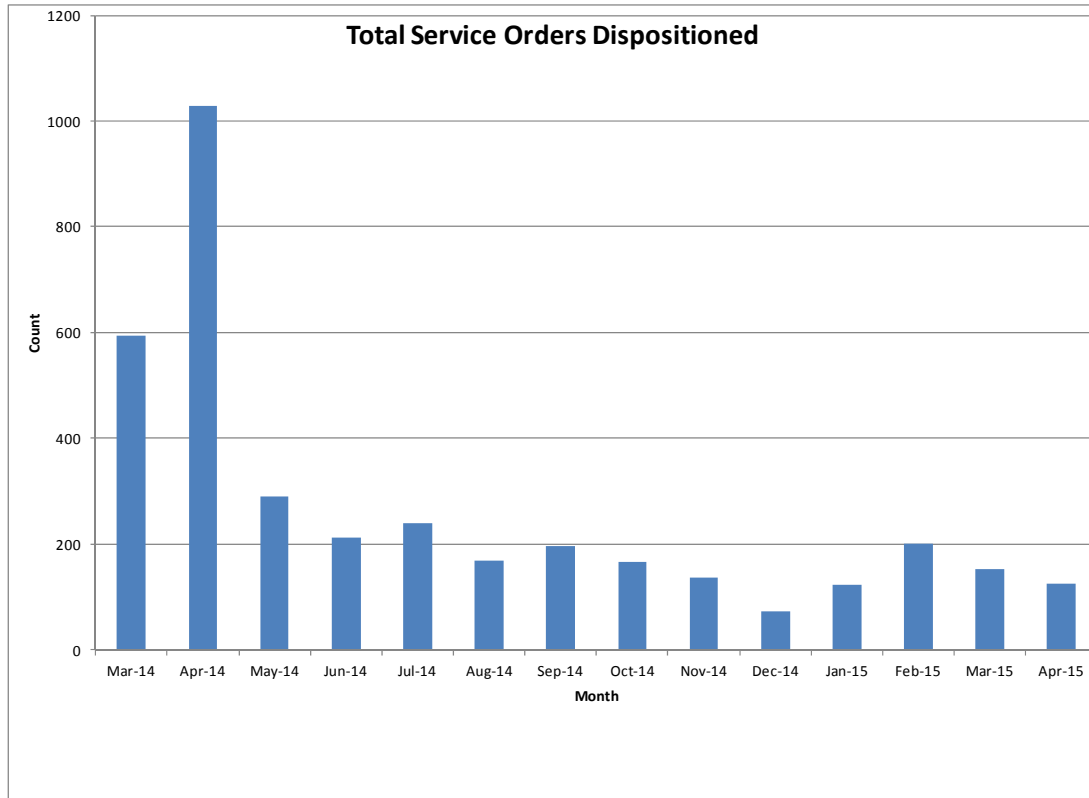


TO: Mayor and Councilmembers
FROM: Ben White, City Manager
DATE: May 12, 2015
SUBJECT: CONSENT AGENDA – Public Works Report



Public Works Monthly Report

Service Order Status



Service Order Group	Apr-14	May-14	Jun-14	Jul-14	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15
Utility Billing	34	92	42	56	70	54	67	32	22	31	29	31	19
Street System	4	4	6	4	5	2	4	4	2	1	1	13	13
Water System	49	26	91	102	35	86	41	61	37	56	81	30	27
Waste Water System	3	3	2	7	2	5	4	4	2	8	5	5	6
Storm Water System	0	0	0	0	0	0	0	0	0	0	2	0	0
Property and Buildings	1	4	2	8	5	5	2	4	2	0	3	7	6
Electrical System	907	147	47	38	34	22	29	19	3	12	59	37	37
Refuse System	20	11	14	13	15	20	15	9	5	14	17	24	10
Projects	0	0	0	0	0	0	0	0	0	0	0	0	0
Vehicles	0	0	0	0	0	0	0	0	0	0	0	0	0
Public Works	0	0	1	2	2	0	3	1	0	0	1	0	0
Miscellaneous	10	4	7	10	2	3	1	4	0	2	3	7	7
Total	1028	291	212	240	170	197	166	138	73	124	201	154	125

Note:

1. Number of outstanding service orders, 22 days or older (backlog): 45
2. Number of elevated service orders: 11 completed, 2 outstanding

Public Works General

1. No increase in lost time accidents for the year.
 - a. Total Number for 2014-2015: 0
2. Total lost days for 2014-2015: 0
 - a. Accidents in Month: None

Street System

1. Project Backlog
 - a. Maintenance resurfacing and panel replacement.
 - i. Jackson Street
 - ii. Maple Street
 - iii. Locust Street
 - iv. North Washington Street by school, drainage issues
 - v. Hale Street
 - vi. Gaddy Street, King Street to Windom Street
 - vii. Project
 - b. Reconfigure driveway approach at 502 North Washington. (Complete)
 - c. Install remainder of school zone signs.
 - d. Mark stop lines at Summit and Rike.
2. Paul Glenn with TAS Compliance has completed his Downtown Accessible Routes Assessment and Recommendations.
3. Completed repair of road in vicinity of 918 South Main Street (water tap).
4. Partially replaced concrete driveway approach at 413 Welch drive. Continuing to work this item to completion.
5. GO Bond related projects. See project status below.
6. US 380 Highway Project status.
 - a. 1st Railroad Bridge, Passing Track: Complete.
 - b. 2nd Railroad Bridge, Main Track: Dec 2014 thru June 2015
 - c. 380 Roadway, East Bound: Complete. Open to two-way traffic.
 - i. East Bound Off-Ramp (Southwest Ramp), May 2015
 - ii. East Bound On-Ramp (Southeast Ramp), Complete. Two-way ramp.
 - d. 380 Roadway, West Bound: May 2015.
 - i. West Bound Off-Ramp (Northeast Ramp), Complete, opens with westbound traffic
 - ii. West Bound On-Ramp (Northwest Ramp), May 2015
 - iii. Street interconnection, Floyd: Complete
 - iv. Street interconnection, Mimosa: Complete
 - v. Street interconnection, Rike: Complete
 - vi. Street interconnection, Hamilton: Complete
 - vii. Street interconnection, Beene: Complete
 - viii. Street interconnection, Raymond: Complete
 - ix. Street interconnection, Orange: May 2015, opens with west bound lanes
 - e. Main Street Bridge Construction: Complete
 - i. Main Street Roadway: Complete
 - f. Hill Street Crossing: Complete, sidewalk concrete complete, awaiting clean-up.

- g. Walnut Street Crossing: Jul 2014
- h. Main/Summit Street Crossing
 - i. Passing track: Complete
 - ii. Main track: Jul 2015

Water System

1. Project backlog
 - a. GO Bond related engineering. See project status below.
 - b. Recoat inside of north elevated water tank.
 - c. Transfer NTMWD customers to CoF along Hwy 380.
 - d. Install water line on Lee Street to replace extremely poor 2" galvanized line.
 - e. Waterline extension for Caddo Park.
2. Continuing to deploy new automated meter reading system. The following meters have been deployed:
 - a. West of SH78
 - b. East of Floyd Road
 - c. FM 2194, Willowbrook, and Merit Road (north of Murchison)
 - d. Pecan Creek
 - e. 100% of the meters along SH78.
 - f. Lincoln Heights.
 - g. Currently working on meters south of US 380 in area bounded by Summit, South Main, Audie Murphy Parkway, Floyd.
3. Meter Report (1407 +0):
 - a. Residential Meters (1166, +0)
 - b. Commercial Meters (188, + 0)
 - c. Industrial Meters (28, - 0)
 - d. Public Meters (19, +0)
 - e. Wholesale Meters (6, +0)
4. Consumption Report (Calendar Year Start 21 Dec 2012), 18 March 2015 Month thru 19 April 2015, 31 days)
 - a. Inflow (NTMWD), Calendar Year to Date: 45,170,000
 - b. Inflow (NTMWD), Month: 13,430,000
 - c. Unmetered Usage, Calendar Year to Date: 128,848 gallons
 - d. Unmetered Usage, Month: 23,360 gallons
 - e. Real Losses, Calendar Year to Date: 0 gallons
 - f. Real Losses, Month: 0 gallons
 - g. Usage, Calendar Year to Date 40,746,640 gallons
 - h. Usage, Month: 11,072,570
 - i. Usage, Average Daily Water Usage for the Month: 357,180 gallons
 - j. Calendar Year Water Loss Percentage (to date): 10.51%
5. Water restrictions have been lifted and the NTMWD 2014 Water Conservation Plan has been adopted allowing twice per week watering.
6. NTMWD has released their preliminary water cost figures:
 - a. 11.1% increase from \$2.06/1000 gal to \$2.29/1000 gal.

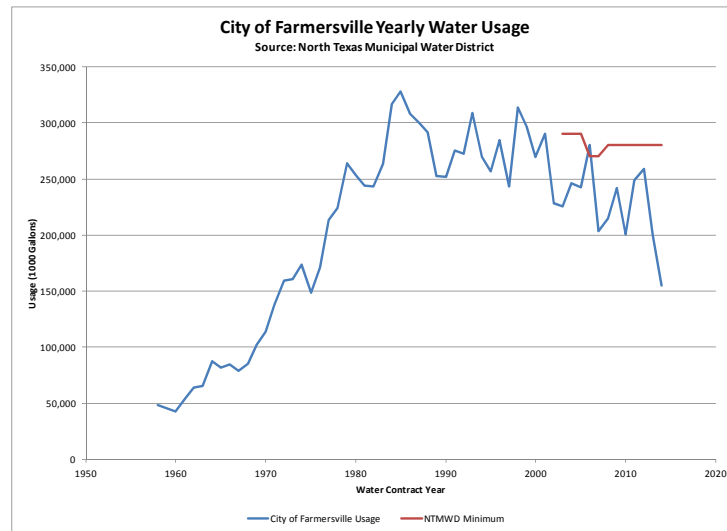
b. Pass through to our customer would occur in Oct 2015 as follows (preliminary):

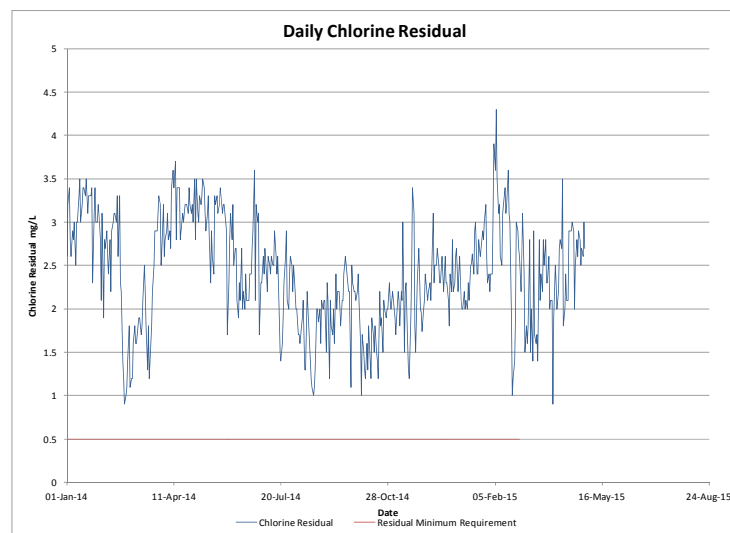
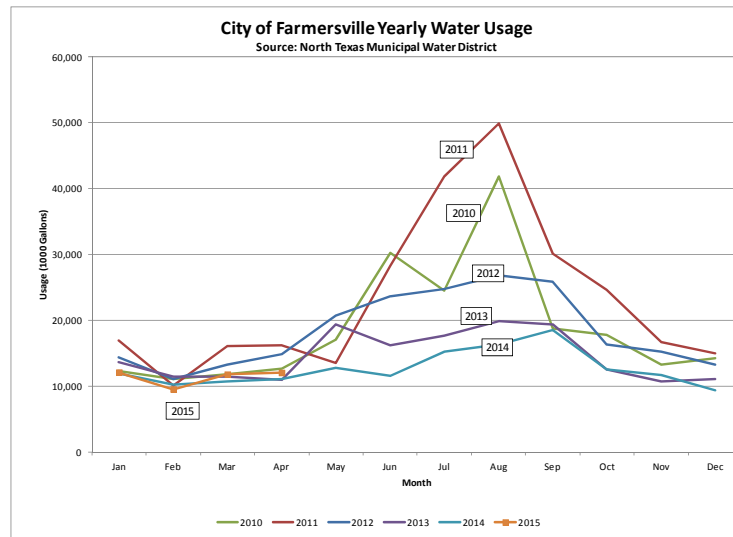
Existing Rates

Inside City Limits	
Meter Charge (first 1,000 gallons)	Rate
3/4 Inch or Less	13.11
1 Inch	21.31
1 1/2 Inch	41.83
2 Inch	66.44
3 Inch	74.65
4 Inch	205.94
6 Inch	411.08
Volumetric Charge	Rate
1,001 to 10,000 Gallons	0.00
10,001 to 20,000 Gallons	6.25
In Excess of 20,000 Gallons	8.13
Outside City Limits Customers of Record Prior to 1985	
Meter Charge (first 1,000 gallons)	Rate
3/4 Inch or Less	19.67
1 Inch	31.97
1 1/2 Inch	62.75
2 Inch	99.66
3 Inch	111.98
4 Inch	308.91
6 Inch	616.62
Volumetric Charge	Rate
1,001 to 10,000 Gallons	9.38
10,001 to 20,000 Gallons	12.19
In Excess of 20,000 Gallons	15.11
Outside City Limits Customers of Record Since 1985	
Meter Charge (first 1,000 gallons)	Rate
3/4 Inch or Less	26.22
1 Inch	42.62
1 1/2 Inch	83.66
2 Inch	132.88
3 Inch	149.30
4 Inch	411.88
6 Inch	822.16
Volumetric Charge	Rate
1,001 to 10,000 Gallons	12.50
10,001 to 20,000 Gallons	16.25
In Excess of 20,000 Gallons	20.15

Proposed Rates

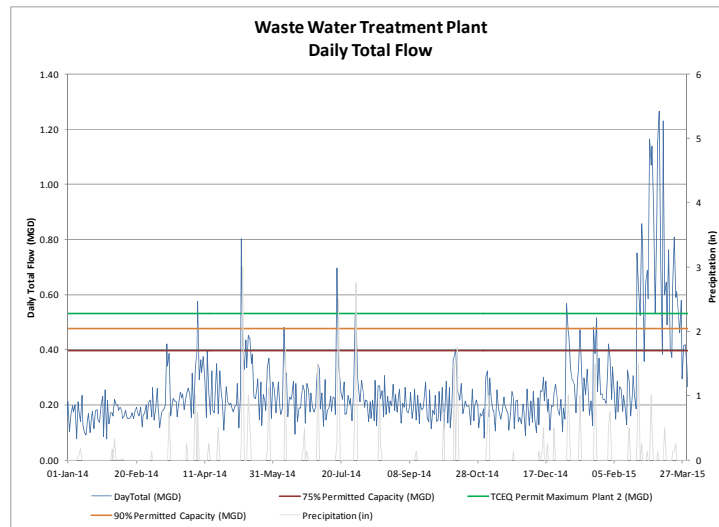
Inside City Limits	
Meter Charge (first 1,000 gallons)	Rate
3/4 Inch or Less	12.88
1 Inch	21.08
1 1/2 Inch	41.60
2 Inch	66.21
3 Inch	74.42
4 Inch	205.71
6 Inch	410.85
Volumetric Charge	Rate
1,001 to 10,000 Gallons	6.02
10,001 to 20,000 Gallons	7.87
In Excess of 20,000 Gallons	9.70
Outside City Limits Customers of Record Prior to 1985	
Meter Charge (first 1,000 gallons)	Rate
3/4 Inch or Less	19.32
1 Inch	31.62
1 1/2 Inch	62.40
2 Inch	99.32
3 Inch	111.63
4 Inch	308.57
6 Inch	616.28
Volumetric Charge	Rate
1,001 to 10,000 Gallons	9.03
10,001 to 20,000 Gallons	11.81
In Excess of 20,000 Gallons	14.55
Outside City Limits Customers of Record Since 1985	
Meter Charge (first 1,000 gallons)	Rate
3/4 Inch or Less	25.76
1 Inch	42.16
1 1/2 Inch	83.20
2 Inch	132.42
3 Inch	148.84
4 Inch	411.42
6 Inch	821.70
Volumetric Charge	Rate
1,001 to 10,000 Gallons	12.04
10,001 to 20,000 Gallons	15.74
In Excess of 20,000 Gallons	19.40





Waste Water System

1. Project backlog:
 - a. Community Development Block Grant (CDBG) to fund sewer system project. See project status below.
 - b. GO Bond related engineering. See project status below.
2. Rehab & Maintenance Services has made prioritized list of item to repair in our collection system based on latest round of camera work. Five projects identified.
3. Wastewater Treatment Plant Status
 - a. Kimley-Horn selected as WWTP engineer. Contract in work.



Storm Water System

1. Project backlog:
 - a. Drainage issue behind Hurst Antiques. DBI planning drawing is complete. All electrical planning complete. Planning to install transformer to handle load on north side of square between Main and Washington. From there bore conduit to service panel located in atrium area. Will start work on this project in June.
 - b. Drainage issues behind May Furniture building.

Property and Buildings

1. See action item list below for Fire Marshal findings.
2. City Hall
 - a. Backlog: Mark front door ramp area with yellow warning stripes.
 - b. Backlog: Install new generator.
 - c. Backlog: Upgrade parking lot to address ADA requirements at front entrance.
 - d. Backlog: Additional window tinting.
 - e. Backlog: Fix upstairs window.
3. Chamber of Commerce
 - a. Backlog: Upgrade parking lot to address ADA requirements at front entrance.
4. Public Works Annex
 - a. No new news.
5. JW Spain
 - a. Evaluation team currently working on planning engineer recommendation.
 - b. Repaired lighting system.
6. Onion Shed
 - a. No new news.
7. West Onion Shed
 - a. No new news
8. Charles R. Curington Public Safety Building
 - a. No new news.
9. Chaparral Trail
 - a. See project status below.

10. Riding Arena.
 - a. Repaired electrical system.
11. Public Works Service Center
 - a. Continued remodeling effort. (100% complete on inside work, outside flatwork needs to be completed)
12. Rambler Park.
 - a. Splash pad is ready to open on Memorial Day. Guns in need of replacement.
 - b. Backlog: Move gazebo closer to splash pad.
 - c. Backlog: Sidewalk connector to the gazebo.
13. North Lake
 - a. Construct Police shooting range.
14. South Lake Park
 - a. Backlog: The following items are due for replacement/maintenance:
 - i. Repair/remove broken portal.
 - ii. Replace hanging bars, 10.
 - iii. Replace missing grill, qty 2.
 - iv. Replace bench at the boat ramp.
 - v. Replace weak boards on fishing pier.
 - vi. Improve hose bib installation
15. Civic Center/Library
 - a. Backlog: Handicap ramp compliance issues.
 - b. Backlog: Handicap parking striping and signage.
16. Best Center
 - a. Backlog: Change locks.
17. Senior Center
 - a. Backlog: Concrete for entrance area. Completed estimate for Centennial Committee, \$20K
 - b. Backlog: Lights for the parking lot.
18. City Park
 - a. Backlog: The following items are due for replacement/maintenance
 - i. Place engineered wood fiber box around slide.
 - ii. Remove rock from underneath playground equipment and replace with engineered wood fiber.
19. Downtown
 - a. Backlog: Install banner mounts.
20. Install historical markers for the following items:
 - a. Backlog: Old city standpipe location.
 - b. Backlog: Ramblers Baseball Park.
 - c. Backlog: Old Train Depot site.
 - d. Backlog: Downtown square, William Gotcher
 - e. Backlog: Looney-Dowlin First Public School

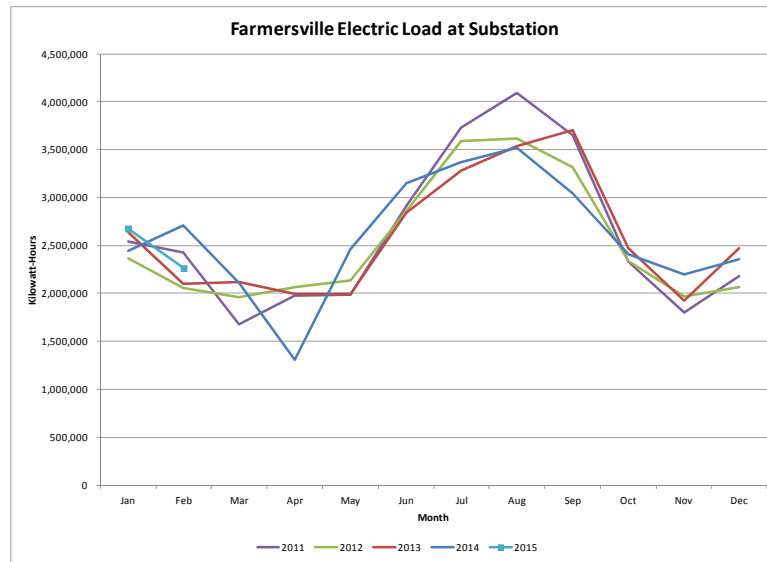
Electrical System

1. Meter Report (1560 - 8):
 - a. Residential Meters (1277 - 2)

- b. Commercial Meters (222 - 1)
- c. Industrial Meters (16)
- d. Public Meters (45)
- 2. Consumption Report (History Started 16 Apr 2014, Month 18 March, 2015 thru 19 April 2015, 31 days)
 - a. Usage, Month: 1,998,843 kW-Hr.
- 3. Outage report:
 - April 2nd, (Clearance) Broken Pole.
 - April 5th, Feeder 2 locked out, Lightning Strike.
 - April 7th, (Clearance) Lightning Damaged Pole.
 - April 8th, Wind Related Incident.
 - April 18th, Storm Related Incident
 - April 25th, Feeder 2 locked out, Suspect Wildlife.

Fusing and segmentation project. Fusing design is complete. Sectionalizing approach is currently being engineered. This project will help increase system reliability.
- 4. McCord continues working on electrical system standards.
- 5. Backlog: Create electrical system metrics list
- 6. Backlog: Install statement billing
- 7. Backlog: Install average billing
- 8. Pole change outs and new poles
 - 705 S HWY 78 (1 Pole)
 - 656 E Audie Murphy (2 poles changed out, 1 pole omitted)
- 9. Surcharge Projects.
 - a. Pole Straightening/Replacement
 - Began to set new poles on S. Main St between HWY 380 and Old Josephine Rd.
 - b. Wire upgrade. Copper to aluminum/resizing
 - i. (complete) 656 E Audie Murphy, Replaced 4 spans of #6 single phase copper with 3 spans of #2 acsr (aluminum steel core)
 - ii. (in progress, 10%) S Main between 380/Old Josephine Rd replacing #6 copper neutral with #2 aluminum
 - c. Transformer resizing.
 - i. Retired obsolete transformer from 300 block of Sid Nelson
 - d. Lighting upgrades
 - i. 700 Yucca
 - ii. 200 Sid Nelson
 - iii. 656 Audie Murphy
 - iv. (in progress, 10%) S Main, every non LED light between Audie Murphy and Old Josephine Rd.
 - e. Fusing & Sectionalizing.
 - f. Removal of open wire secondary. (replaced with triplex unless omitted)
 - i. 300 block of Sid Nelson 100'
 - ii. 700 block of Yucca, 150'
 - iii. Private Road 100, 220'
 - g. Automated Meter Infrastructure System

Began using new GIS equipment to accurately map new meters to overlay into the Trunet system. Works great!



DATE OFF	DATE ON	ADDRESS	Feeder	TROUBLE	CAUSE	ACTION TAKEN	WEATHER	TEMP	WIND	TIME OFF	TIME ON	# OF METERS	Meter-Hours
02-Apr	02-Apr-15	705 HWY 78	2	CLEARANCE	BROKE POLE	CHANGED OUT 40' 3PH POLE	CLEAR	57	N/A	7:00	9:30	4	10
05-Apr	05-Apr-15	FARMERSVILLE 2	2	BLOWN ARRESTOR	EQUIPMENT FAILURE	ISOLATED BLOWN ARRESTOR FROM GROUND RE-ENERGIZED FARMERSVILLE 2	CLOUDY	59	15 NW	10:00	12:00	650	1300
07-Apr-15	07-Apr-15	1400 Block Pecan Creek	2	CLEARANCE	LIGHTENING	RECONFIGURED, REMOVED PRIMARY, UPGRADED SECONDARY	CLEAR	59	N/A	9:00	11:15	11	25
08-Apr-15	08-Apr-15	FLOYD ROAD	1	BLOWN FUSE	WIND/WIRE REPLACMT	REFUSED @ FLOYD/SUMMIT	CLEAR	80	25 NW	10:20	10:40	4	1
18-Apr-15	18-Apr-15	MURCHISON/MERRITT/AUSTIN	1	BLOWN FUSES (3)	TREE FELL DUE TO STORM	CLEARED LINES, TRIMMED FOR FUTURE, REFUSED 3 PHASE LINE	RAIN	64	40+NW	21:15	22:45	60	90
25-Apr-15	25-Apr-15	FARMERSVILLE 2	2	NONE FOUND	NONE FOUND (SCADA?)	INSPECTED LINE, CLOSED RECLOSER, NO FURTHER ISSUE	CLEAR	75	10 NW	8:57	9:47	650	542

Refuse System

1. No new news.

Inspections, Permits, Plats

1. Amy Carwash building continues progressing. Slowly!!
2. Nursing center on West Audie Murphy Parkway is underway.
3. Camden Park development going forward.

Vehicles/Tools

1. No new news.

Special Projects/Loans/Grants

Description	Total Project Estimate	City's Share	Estimated Construction Begin Date	Estimated Construction Completion Date	Comments and Status
Chaparral Trail Grant Collin County Open Space (Phase III)	\$300,000	\$150,000 (4B, \$60K 2013) (4B, \$60K 2014) (CoF, \$30K 2014)	Feb-15	Jun-15	Activity in work: bollards, bridge at mile ~4.5, road crossings, benches, trash cans, storm water ditches, decomposed granite. Complete activity: Onion Shed parking lot.
Waste Water System Community Development Block Grant (CDBG)	\$275,000	\$41,250 (Cash from Bond)			State contract is in place. Engineering and grant administration contracts awarded. Construction contracts to follow.
Waste Water Treatment Plant Texas Revolving Fund	\$14,000,000	Loan, 100%			Application turned in. Funded delayed to next calendar year. Started work on procuring a design engineer for the treatment plant.
Farmersville Parkway Phase III Collin County Bond	\$3,800,000	\$1,900,000	On-Hold	On-Hold	On hold awaiting matching funding, 50%.
Floyd Street Extension Collin County Bond	\$200,000	\$100,000	On-Hold	On-Hold	On hold awaiting matching funding, 50%

General Obligation Bond Projects

Project Number	Project Name	Current Budget	Actual Bond CTD	Status	Estimated Construction Start Date	Estimated Construction End Date
Street Projects						
1	Sycamore Street Panel Replacement (Hwy 78 to Jackson)	156,119	156,119	Complete	Apr-13	Aug-14
2	Orange Street Overlay (380 to Old Josephine, Partially County Funded)	59,589	59,589	Complete	Oct-14	Nov-14
3	CR557 Overlay (US 380 to SH 78), Majority County Funded	265	265	Complete	Oct-12	Jul-13
4	Westgate Overlay (Hwy 78 to Wilcoxson)	203,627	203,627	Complete	Dec-13	May-14
5	Hamilton Overlay (McKinney to Yucca)	342,243	342,243	Complete	May-14	Sep-14
6	Hamilton Street Overlay (Yucca to Gaddy)			Complete	May-14	Sep-14
7	Central Overlay (College to Prospect)	103,607	103,607	Complete	Apr-14	May-14
8	Beech Street Overlay (Main to Beene)	247,718	247,718	Complete	Aug-14	Oct-14
9	Windom Overlay (Maple to McKinney)	48,053	48,053	Complete	Nov-14	Nov-14
10	South Washington Overlay (Farmersville Parkway to Sid Nelson)	145,410	0	Construction	Mar-15	Jun-15
11	Sid Nelson Overlay (South Washington to Hamilton)	240,963	688	Contract	Apr-15	Jul-15
12	Hamilton Street (380 to Farmersville Parkway)	1,384,000	0	Engineering	Jun-15	Oct-15
13	Santa Fe Reconstruct (Johnson to Main)	92,001	274	Construction	Mar-15	Jun-15
14	Locust Street Overlay	297,120	274	Contract	Jun-15	Jul-15
15	Street Signs and Installation	95,000	2,048	Ready for Construction	Dec-15	Aug-15
Street Projects Total		3,415,715	1,164,506	2,251,209		
Street Projects GO Bond Allocation		3,575,000				
Water Projects						
16	North ET/North Main Street	658,800	606,378	Complete	Apr-14	Feb-15
17	Sycamore St/Hwy 78/N Washington			Complete	Apr-14	Oct-14
18	Hamilton St	24,737	24,737	Complete	Jun-14	Jul-14
19	Rike/Houston/Austin Street	180,000	8,300	Engineering	May-15	Aug-15
20	Automated Meter Reading System	520,000	391,417	Construction	Mar-13	May-15
21	Bob Tedford Drive	100,000	85,741	Complete	Nov-14	Mar-15
22	S Washington/Sante Fe	150,000	2,799	Contract	Apr-15	May-15
23	CR 608/CR 609	0		N/A		
Wastewater Projects						
24	S Main & Abbey – Gravity Main	18,750		Engineering	Jul-15	Nov-15
25	Hwy 78 & Maple St – Gravity Main	18,750		Engineering	Jul-15	Nov-15
26	Hwy 78 & CR 611 – Gravity Main	18,750		Engineering	Jul-05	Nov-15
27	Floyd St – Lift Station	75,000		Not Started	Jun-15	Dec-15
28	Sycamore – Gravity Main	16,497	16,497	Complete	May-13	Jul-13
29	Hamilton St - Gravity Main	16,608	16,608	Complete	Jun-14	Jul-14
30	Hwy 380 & Welch Dr – Gravity Main	0		Not Started	Jun-15	Dec-15
31	Hwy 380 (AFI to Floyd St) – Lift Station & Force Main	550,000		Not Started	Jun-15	Dec-15
32	Locust – Gravity Main	50,000		Not Started	Jun-15	Dec-15
Water and Wastewater Projects Total		2,397,892	1,152,475	1,245,417		
Water and Wastewater Projects GO Bond		2,400,000				

Action Item List

Project Name	Project Description	Date of Request	Person Assigned	Service Order Number	Notes	Close Date
Brick and Tree	for all past city council and mayors	14-Jan-13	Paula Jackson		Bricks and trees received. LDS project got delayed so Public Works is planting the trees	Open
Painted Stop Lines	Painted stop lines at the intersection of Summit and Rike	2-Dec-14	Ben White		Flatline has been contracted to handle this activity	Open
Water hole in the sidewalk at Tony's Restaurant	have public works look to see what can be done to correct	14-Jan-13	Public Works	149337		Open
Requirements for thickness of driveways	Research Suddivision and Zoning for the thickness for driveways. Questions regarding 6 in accompanied by geotechnical study	15-Jan-13	Ben White/Paula			Open
Rambler Park	The Playground in in need of mulch	12-Mar-13	Public Works			Open
Goettcher Street Sign	Install street signs related to Goettcher Street	17-May-13	Ben White		Received quotes and downselected supplier. Sign on order with Roadrunner.	Open
Replacement Meter Covers	Replace hand made water meter covers downtown. People are tripping over them.	14-Jan-14	Ben White			Open

Project Name	Project Description	Date of Request	Person Assigned	Service Order Number	Notes	Close Date
Side walk repairs needed	the Sidewalk infront of Independent Bank and infornt of McGuire Building	15-Jan-14				Open
City Hall	floor - replacement and duct cleaning	20-Feb-14				Open
City Hall Fire Marshal Action Items	1. provide panic hardware on second exit 2. secure chairs together(when 4 in row) 3. provide fire extinguisher in council chabmbers 4. remove extension cords	25-Mar-14	Ben White		3. Complete	Open
Sewer Plant Fire Marshal Action Items	1. provide fire extinguisher 2. label diesel tank 3. open spaces in elect panel 4. SCBA missing (is this required per emergency plan?)	25-Mar-14	Ben White		1. Complete	Open
J.W. Spain Fire Marshal Action Items	1. Provide commercial ansul system with hood above frier and flat top. <alt-enter> 2. Provide fire extinguisher in concession stand. 3. Repair damaged bleachers.	28-Mar-14	Ben White		2. Complete 3. Complete	Open

Project Name	Project Description	Date of Request	Person Assigned	Service Order Number	Notes	Close Date
Riding Arena Fire Marshal Action Items	1. comply with ICC bleacher requirements 2. provide access to building (key provided did not work	28-Mar-14	Ben White			Open
Public Works Annex Fire Marshal Action Items	No violations Note: recommended to put "Do Not Enter" sign on storage side of the building or provide rails	28-Mar-14	Ben White			Open
Public Safety Building Fire Marshal Action Items	PD: Fire: 1. Repair rear exit sign 2. gas must be stored in metal UL can 3. provide ansul kitchen system or do not cook w/grease vapors. EMS: 1. Provide no smoking sign above oxygen 2. provide ansul kitchen system or do not cook w/grease vapors. 3. do not store combustibles in hot water heater closet.	28-Mar-14	Ben White		PD: No action Fire: 1. Complete 2. Complete 3. Complete EMS 1. Complete 3. Complete	Open

Project Name	Project Description	Date of Request	Person Assigned	Service Order Number	Notes	Close Date
Civic Center Fire Marshal Action Items	1. Provide panic hardware(all doors except main entrance 2. Post occ load 3.Provide ansul cooking system	28-Mar-14	Ben White		1. Complete 2. Occupant load sign on order	Open
JW Spain Handicap Parking	Install parking places for handicap parking	28-Mar-14	Ben White			Open
Restrooms at parks	Audrey has requested a number of things to be fixed or replaced at the restrooms like signs on the mens and womens and fix the water fountain and the toilet lids	15-Apr-14	Paula Jackson		Ben and I are looking into signs to be placed.	Open
Welcome Sign north	fix the welcome billboard	22-Apr-14	public works		On hold pending artwork completion	Open



TO: Mayor and Councilmembers
FROM: Ben White, City Manager
DATE: May 12, 2015
SUBJECT: CONSENT AGENDA – Library Report



Charles J. Rike Memorial Library

203 Orange Street - Farmersville, Texas

www.rikelibrary.com

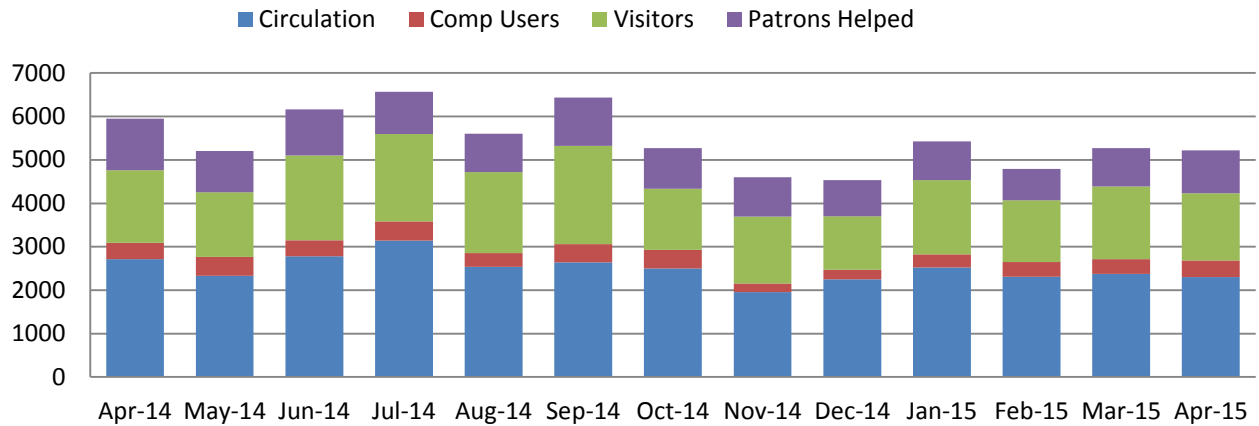
972-782-6681

April – 2015

Circulation:	2305
Computer Users:	325
Wi-Fi User Estimate:	57
Visitors:	1546
Inter-library Loan	
Books loaned to other libraries:	3
Books borrowed for our patrons:	4
Patrons Saved \$ *	\$ 34,461.70
New Patrons:	23
Volunteer Hours Donated:	16 hours

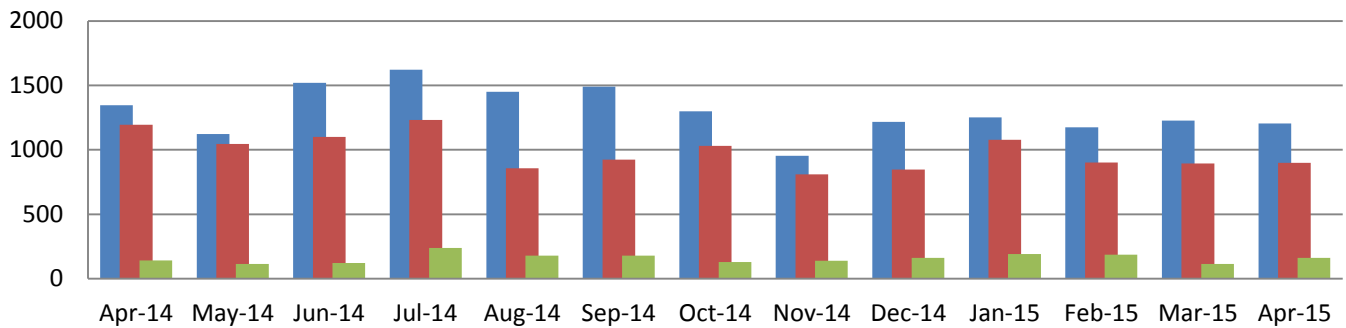
No new news.

Library Usage



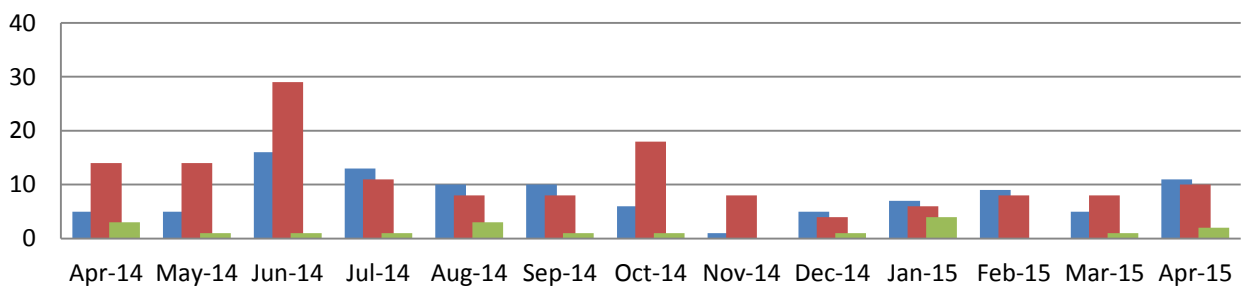
	Apr-14	May-14	Jun-14	Jul-14	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15
Patrons Helped	1184	950	1057	967	886	1112	938	905	828	885	721	887	985
Visitors	1674	1489	1952	2011	1859	2265	1409	1540	1229	1715	1421	1675	1546
Comp Users	377	432	367	446	317	419	421	198	223	302	345	334	382
Circulation	2713	2335	2784	3141	2539	2642	2504	1958	2251	2521	2306	2378	2305

Circulation by Patron Type



	Apr-14	May-14	Jun-14	Jul-14	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15
City	1346	1124	1521	1621	1451	1491	1299	953	1216	1252	1176	1228	1205
County	1196	1045	1101	1232	858	925	1030	809	846	1078	903	894	900
Other	143	114	122	240	180	179	130	140	163	191	186	114	161

New Patrons



	Apr-14	May-14	Jun-14	Jul-14	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15
City	5	5	16	13	10	10	6	1	5	7	9	5	11
County	14	14	29	11	8	8	18	8	4	6	8	8	10
Out of County	3	1	1	1	3	1	1	0	1	4	0	1	2



TO: Mayor and Councilmembers
FROM: Ben White, City Manager
DATE: May 12, 2015
SUBJECT: CONSENT AGENDA – City Manager's Report



City Manager Monthly Report

City Manager General

1. Attended the following meetings:

Meeting Description	Attended
City Council Meeting	2
Farmersville Economic Development Corporation (FEDC)	0
Farmersville Community Development Corporation (FCDC)	1
Planning and Zoning Commission	1
Citizens Advisory Committee	0
Parks and Recreation Board	0
Main Street Board	1
Downtown Merchants Meeting	0
Capital Improvements Advisory Commission	0
Building and Property Standards Meeting	0
Realtors Meeting	0
Chamber of Commerce Board Meeting	0
Chamber of Commerce Networking Meeting	1
Farmersville Riding Club	0
Northeast Texas Trail Association (NETT)	0

Ordinances and Ordinance Changes

1. Backlog
 - a. New
 - i. Knox boxes.
 - ii. TCEQ on-site sewage amendment.
 - iii. Revise the City's Thoroughfare Plan and the City's design standards to remove areas of disagreement between the documents.
 - b. Change
 - i. Standard design details for: water, wastewater, electrical, etc.

Contracts

1. Backlog
 - a. Wastewater treatment plant and interceptor line engineer (in work)
 - b. J.W. Spain Athletic Complex park planner (in work)
 - c. Farmersville Towne Centre planner (in work)
 - d. Auditor contract (in work)
 - e. Santa Fe/Washington Street water line project (complete)

Planning

1. Selected Towne Centre engineering planning services engineers will present at Council Meeting on 12 May 2015.

Policy/Procedural Changes

1. Backlog
 - a. Information Technology policy.
 - b. Financial procedures.

Personnel Related Matters

1. No new news.

Customer Service Window

1. Complaints are up regarding commercial refuse pick-ups. Some addresses are being missed. Most of the issues are related to trucks breaking down and the refuse being picked up later than normal.

Budget/Finance

1. Adjusting entries complete.
2. Preparing for revised budget 2015/2016.
3. Preparing documents for next bond sale with First Southwest.

Information Technology

1. Upcoming projects
 - a. Better backup processes (98% complete)
 - b. Microsoft Office Suite 2013 (30% complete)
 - c. Hardware and software review audit (20% complete)
 - d. Inter-office fiber optic line planning
 - e. Establish VPN tunnel to service center. Hardware in place but still working on configuration issues.

Special Events

1. No new news.



TO: Mayor and Councilmembers
FROM: Ben White, City Manager
DATE: May 12, 2015
SUBJECT: INFORMATIONAL ITEM – FEDC (4A) Meeting Minutes

- FEDC did not hold a meeting during April 2015. The next scheduled meeting is May 21st.

Electronic minutes are found at the following link:

http://www.farmersvilletx.com/government/agendas_and_minutes/economic_development/index.jsp



TO: Mayor and Councilmembers
FROM: Ben White, City Manager
DATE: May 12, 2015
SUBJECT: INFORMATIONAL ITEM – FEDC (4A) Financial Report

Farmersville Economic Development Corp 4A
Investment and Budget Report

April 2015

Prepared by: Daphne Hamlin

Farmersville Economic Development Corp 4A

April 2015

Statement Balance 4-1-2015	\$118,658.63
Deposits:	
Sales Tax:	\$14,397.72
Cking Int .05%	\$4.92
CD Interest	\$74.31
Transfer to Texpool	
Cleared Checks 1256-1258	\$(8,455.74)
Transfer Fee	
Statement balance 4-30-2015	\$124,679.84

Outstanding Transactions

Sales Tax
Transfer to Texpool
CD Interest
Check

Balance 5-7-2015	\$124,679.84
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Farmersville Economic Development Corporation
Cumulative Income Statement
For the 12 Months Ended, September 30, 2015

	FY 2015 Budget	October	November	December	January	February	March	April	May	June	July	August	September	YTD
Beginning Bank Balance		\$294,282.00	\$300,074.89	\$67,686.23	\$63,764.93	\$78,129.46	\$98,530.66	#####						
Deposits														\$-
Sales Tax Collections	\$200,000.00	\$16,546.49	\$17,755.33	\$21,003.44	\$14,286.73	\$20,323.58	\$20,056.31	\$14,397.72						\$124,369.60
Interest Income cking	\$1,100.00	\$12.88	\$9.34	\$3.34	\$3.49	\$3.30	\$4.54	\$4.92						\$41.81
Transfer from Texpool to First Bank														\$-
Transfer funds to CD														\$-
Transfer to Texpool														\$-
Transfer Fee														\$-
CD Interest Earned		\$71.91	\$74.32	\$71.92	\$74.31	\$74.32	\$67.12	\$74.31						\$250,000.00
Total Revenue	\$201,100.00	\$16,631.28	\$123,201.01	\$88,764.93	\$78,129.46	\$98,530.66	\$118,656.63	#####						\$508.21
Expenses:														\$125,120.38
Administration	\$1,000.00	\$5.00												\$5.00
Meeting Expenses	\$1,000.00	\$233.39					\$455.74							\$689.13
Dues/School/Travel	\$500.00													\$-
Office Supplies	\$200.00		\$187.65											\$187.65
Marketing/promotion Expenses														\$-
Marketing/Promotion Expenses/Advertising	\$10,000.00	\$10,000.00												\$-
Collin College Sponsorship	\$7,500.00						\$7,500.00							\$10,000.00
Small Business Entrepreneurship Conf	\$500.00						\$500.00							\$7,500.00
Legal Service	\$2,500.00	\$600.00												\$500.00
Farmersville Chamber	\$1,000.00													\$600.00
Farmersville Rotary	\$500.00													\$-
Total Expenditures	\$24,700.00	\$10,838.39	\$187.65				\$8,455.74							\$19,476.78
Directive Business Incentives														\$-
Collin College Project(sewer/street/electric)	\$100,000.00													\$-
NTMWD Regional WW Treatment	\$150,000.00													\$-
Electrical Study	\$25,000.00													\$-
Farmersville Towne Centre	\$30,000.00													\$-
Facade Grant Program	\$50,000.00			\$25,000.00										\$25,000.00
Total Development Cost	\$355,000.00													\$25,000.00
Total Expenditures	\$379,700.00	\$10,838.39	\$187.65	\$25,000.00			\$8,455.74							\$44,476.78
Revenue vs Expenditures	(\$178,600)													\$-
From Reserves	\$178,600.00													\$-
Balance Budget	\$-	\$10,838.39	\$187.65	\$25,000.00										\$-
Total Expenditures														\$44,476.78
Ending Bank Balance		\$300,074.89	\$67,686.23	\$63,764.93	\$78,129.46	\$98,530.66	\$110,202.89	\$124,679.84						
CD Investment		\$250,000.00	\$250,000.00	\$250,000.00	\$250,000.00	\$250,000.00	\$250,000.00	\$250,000.00						\$250,000.00
Texpool Balance		\$366,633.91	\$616,644.63	\$616,666.56	\$616,690.91	\$616,711.79	\$616,736.92	\$616,763.51						
Interest Earned		\$8.37	\$10.72	\$21.93	\$24.35	\$20.88	\$25.13	\$26.59						
Total Available Funds		\$916,708.80	\$934,330.86	\$930,431.49	\$944,820.37	\$965,242.45	\$976,939.81	\$991,443.35						



TO: Mayor and Councilmembers
FROM: Ben White, City Manager
DATE: May 12, 2015
SUBJECT: INFORMATIONAL ITEM – FCDC (4B) Meeting Minutes

Electronic minutes are found at the following link:

http://www.farmersvilletx.com/government/agendas_and_minutes/community_development/index.jsp

FARMERSVILLE COMMUNITY DEVELOPMENT CORPORATION BOARD (4B)

MINUTES ~ April 13, 2015

CALL TO ORDER, ROLL CALL AND RECOGNITION OF VISITORS

The Farmersville Community Development Corporation Board met on April 13, 2015 in the City Council Chambers at City Hall. President Leaca Caspari convened the meeting at 5:46 p.m. and announced that a quorum was present after roll call. The following board members were present: Leaca Caspari, Donna Williams, Paul Kelly, John Garcia, and Dick Seward. President Caspari welcomed Main Street Manager Adah Leah Wolf, and City Manager Ben White.

CONSIDER FOR APPROVAL MARCH 17, 2015 MEETING MINUTES

Paul Kelly motioned to accept the March 17, 2015 minutes as written. Donna Williams seconded the motion, which passed the full Board.

CONSIDERATION AND POSSIBLE APPROVAL OF ITEMS FOR PAYMENT

Paul Kelly motioned to approve the items presented for payment; Donna Williams seconded the motion, which passed the full board.

CONSIDERATION AND POSSIBLE ACTION REGARDING FINANCIAL STATEMENTS FOR MARCH 2015 AND ANY REQUIRED BUDGET AMENDMENTS

Paul Kelly motioned to accept the March 2015 financial statements as presented. Dick Seward seconded the motion, which passed the full board.

CITY MANAGER REPORT—BEN WHITE

Ben White reported that the modifications have begun for the small Onion Shed as it is made into a museum. The contractor for the Chaparral Trail's next phase has begun. Work will include: benches, trash cans, bridge improvements, decomposed granite at the end of the trail, improvements to crosswalks, improvements to parking near the Onion Shed, signage, and some tree replacements. The selection of planners for the following city projects is underway: Wastewater Treatment Plant, Towne Center Project, and J.W. Spain Complex planning. TXDOT construction is behind schedule. There have been some water drainage issues to be resolved. The meter reading software is being set up, and it will be incorporated into the city's utility billing system as well.

MAIN STREET MANAGER UPDATE—ADAH LEAH WOLF

Adah Leah Wolf presented a written report, and highlighted the following: The 82 page National Register nomination has been submitted to the Texas Historical Commission for review before it is forwarded to the National Park Service. A public hearing will be held when it is ready to send to the NPS. At the next Farmers & Fleas Market on May 2, the Chalk the Walk event will be held for the second year. The Audie Murphy Committee has been meeting regularly. The Jazz on Main Event was very nice and had a sell out crowd. Sugar Hill was a beautiful venue for the event. The owners of The Pink Pug have leased a billboard on Hwy 380 in Princeton, which is great advertisement for our downtown. They will be hosting the next Downtown Merchants Get-Together on April 16. The city has placed a 50 amp plug on an existing pole in the field just East of the Onion Shed. This can be used for food vendors during various event year round. April events coming up include the historical Society banquet (4-18), The Chamber

Banquet (4-18), a fundraiser for Heavenly Hooves (4-18), The Pink Pug's style show (5-9), Taste of Farmersville (May 23), Texas Lakes Trail meeting (we will host on May 27), and "Caught on the Net" fundraiser for the NETT on May 30. The trail is being used more and more, and Farmersville is receiving good exposure on social media outlets as hikers and bikers discover it.

DISCUSSION OF PLACING ITEMS ON FUTURE AGENDAS

The next meeting will be on May 11, 2015. When the City Council has board appointments ready, the board will be reorganized.

ADJOURNMENT

There being no further business, President Caspari adjourned the meeting at 6:28 PM.

Signatures:

Leaca Caspari, President

Donna K. Williams, Secretary



TO: Mayor and Councilmembers
FROM: Ben White, City Manager
DATE: May 12, 2015
SUBJECT: INFORMATIONAL ITEM – FCDC (4B) Financial Report

Farmersville Community Development Corp 4B
Investment and Budget Report

April 2015

Prepared by: Daphne Hamlin

Farmersville Community Development Corp 4B

April 2015

Statement Balance 4-1-2015	\$120,254.16
Deposits:	
Sales Tax:	\$14,397.72
Cking Int .05%	\$4.97
Jazz Event Deposits	\$316.25
Transfer to Texpool	
Transfer from Texpool	\$-
Checks 2337-2338,2342-2346,2349-2352	<u>\$(11,374.32)</u>
	\$123,598.78

Outstanding Transactions

Sales Tax	
Transfer to Texpool	
CD Interest	
Checks 2348,2353-2359	\$(25,491.71)
Check 2347 Elliott reversed \$412.60	
Balance 5-7-2015	<u><u>\$98,107.07</u></u>

Farmersville Community Development Corporation
Financial Statement
For the Fiscal Year Ended September 30, 2015

	October	November	December	January	February	March	April	May	June	July	August	September
Beginning Bank Balance	133,432.32	\$125,474.21	\$142,040.29	\$154,247.95	\$ 94,970.95	\$108,613.47	\$120,143.85					
Deposits:												
Sales tax deposits	16,546.49	17,755.33	\$21,003.44	14,286.73	20,323.58	\$20,056.31	\$14,397.72					
Interest income-bank	5.56	5.61	\$6.40	5.27	3.88	\$4.86	\$4.97					
Transfer to TexPool												
Transfer From Texpool to First Bank												
Jazz Event						\$7,286.52	\$316.25					
Reimbursement for Marketing												
Reimbursement for Main Street Mgr.												
Adjusting Entry												
Total Revenues	149,984.37	143,235.15	163,050.13	168,539.95	115,298.41	135,961.16	\$134,862.79	\$0.00	\$0.00	\$0.00	\$0.00	\$ -
Disbursements:												
Main Street Salary				\$ 59,380.62								
Miscellaneous			\$ 1,000.00									
Main Street Supplies	\$ 868.60	\$ 187.81	\$ 1,318.30	\$ 1,190.20	\$ 1,354.21	\$ 110.31	\$ 627.10					
Marketing Program	\$ 13,000.00											
Reimburse city for accounting												
Chaparral Trail Improvements												
Collin College Scholarship sponsorship			\$ 2,500.00			\$ 5,000.00						
Chamber of Commerce						\$ 592.66						
May Taxes				\$ 8,000.00								
Christmas Activities				\$ 4,998.18			\$ 4,998.18					
Land Purchase	\$ 4,998.18			\$ 4,998.18			\$ 5,000.00					
Fire Works												
Bain Honaker House Restoration	\$ 5,000.00											
National Register District Project	\$ 643.38	\$ 920.34	\$ 740.88		\$ 732.84	\$ 1,040.34						
Herb Ellis Jazz Event					\$ 4,597.89	\$ 9,074.00	\$ 1,130.45					
Onion Shed Repair												
Bleachers For Spain Complex			\$ 3,243.00									
Farmersville Heritage Museum							\$ 25,000.00					
Total Expenses	24,510.16	1,108.15	\$ 8,802.18	\$ 73,569.00	\$6,684.94	\$15,817.31	\$36,755.73	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Ending Bank Balance	125,474.21	142,040.29	154,247.95	94,970.95	108,613.47	120,143.85	98,107.06	-	-	-	-	-
TEXPOOL Balance	84,839.20	\$84,841.20	\$84,884.18	\$84,847.49	\$84,850.35	\$84,853.86	\$84,857.53					
Interest income-TEXPOOL	\$ 1.94	\$ 2.00	\$ 2.98	\$ 3.31	\$ 2.86	\$ 3.51	\$3.67					
Total Available Funds	210,313.41	226,881.49	239,132.13	179,818.44	193,463.82	204,997.71	182,964.59					

Signed:



TO: Mayor and Councilmembers
FROM: Ben White, City Manager
DATE: May 12, 2015
SUBJECT: INFORMATIONAL ITEM – Planning & Zoning Minutes

Electronic minutes are found at the following link:

http://www.farmersvilletx.com/government/agendas_and_minutes/planning_and_zoning/index.jsp

FARMERSVILLE PLANNING & ZONING COMMISSION
SPECIAL SESSION MINUTES
April 6, 2015

The Farmersville Planning and Zoning Commission met in special session on April 6, 2015 at 6:30 p.m. at the City of Farmersville Council Chambers with the following members present: Bryce Thompson, Mark Vincent, Todd Rolen, Craig Overstreet and Chad Dillard. Commission member absent was Charles Casada. Commission member Patti Ford has resigned from the Commission. Staff members present were City Manager Ben White, City Attorney Alan Lathrom and City Secretary Edie Sims. Council Liaison John Klostermann was present.

CALL TO ORDER AND RECOGNITION OF CITIZENS/VISITORS

Chairman Bryce Thompson called the meeting to order at 6:30pm. Edie Sims called roll and announced that a quorum was present. Craig Overstreet offered the invocation and led the audience in the Pledge of Allegiance to the American and Texas Flags.

Item II – A) CONSIDER, DISCUSS AND ACT UPON MINUTES FROM MARCH 2, 2015 P&Z MEETING

Craig Overstreet motioned to approve the minutes as presented with Todd Rolen seconding the motion. Motion carried unanimously.

Item II – B) CONSIDER, DISCUSS AND ACT UPON A SUBDIVISION CONCEPT PLAN, SUBMITTED PURSUANT TO SECTIONS 65-126 THROUGH 65-131 OF THE FARMERSVILLE CODE, FOR A DEVELOPMENT LOCATED AT THE SOUTHEAST CORNER OF LINCOLN AND CANDY STREETS ALSO KNOWN AS WHITAKER ADDITION, BLOCK 1, LOT 1

John and Nancy Gooch came before the Commission with their Concept Plan for a four-plex on the Whitaker Addition lot. This lot has been re-platted to one lot. Mr. Gooch understands the zoning will need to be changed to accommodate multi-family versus single family but does not foresee an issue. An analysis will probably need to be done to ensure the existing water line will accommodate the residents of the four-plex; however three residents had previously lived on the property when it was platted as three separate lots. City Manager Ben White indicated the water line, if required to have improved, could be accessed and tapped to McKinney Street or Lee Street. The City currently has plans of improving the water line at Candy and Lee Streets. The existing 6" sewer line is sufficient for the development per Mr. White.

The one issue outstanding is the need for a variance regarding Lincoln Street. Currently both ends of the street is confined and currently Mr. White expressed the need does not exist to expand the street in front of the four-plex development only. Parking would be the only consideration. In general, Mr. White stated the Concept Plan meets the regulations and does not foresee any insurmountable issues. Again the water line may be the only issue since the line may be galvanized and require improving. Craig Overstreet relayed the need for housing is great. Mr. Overstreet was curious why this particular lot. Mr. Gooch stated his plan is encompassing 50+ age group that offers walking distance to downtown, including Dollar General, Post Office, bank, pharmacy and two local churches. The area is ideal for senior adults which is also a viable clientele.

Bryce Thompson expressed concern regarding the parking situation. Mr. Gooch stated the parking will be in the rear with 4 spaces under a covered area and other parking in the open. Also Mr. Gooch stated he plans for a green space with a common garden area. The apartments will also be wheelchair accessible.

Mr. Thompson also questioned the improvement of both Candy and Lincoln Streets. Candy Street is alleyway size and the same was true for Lincoln Street. Houses were

constructed facing both streets which caused over time to be designated as City streets. Realistically, if either street were widened, it would only be widened in front of and to the side of this development as the other entries are confined which would basically become a parking area. Mr. White indicated the real issue would be having the right-of-way designation on the Site Plan for future development. Craig Overstreet motioned to move forward with the project with Todd Rolen seconding the motion. Motion carried unanimously.

Item II – C) CONSIDER, DISCUSS AND ACT UPON A SUBDIVISION CONCEPT PLAN, SUBMITTED PURSUANT TO SECTIONS 65-126 THROUGH 65-131 OF THE FARMERSVILLE CODE, FOR CAMDEN PARK, A PLANNED DEVELOPMENT, LOCATED AT THE INTERSECTION OF COUNTY ROAD 610 AND FARMERSVILLE PARKWAY ON THE WEST SIDE

Jeff Crannell, engineer of the project with Crannell Engineering, came before the Commission describing a change from the previous submittal for the Planned Development. The main difference is the zoning changes from senior housing minimal sized lots to Single-Family with current lot sizes. The western portion of the property will remain in the minimal lot size for senior adult housing. The developer would like to have the development under construction by the end of this year. The last concept meeting the needs of senior adults is still a concern; however the dynamics of the development have changed to meet all types of housing needs. According to Mr. Crannell, the need for schools has not been included in this development.

The right-of-way has been dedicated per the Thoroughfare Plan. Storage facilities have also been added to allow for storage facilities and medical/retail facilities. This area will need to be rezoned from Multi-Family 2 to Light-Industrial/Commercial. City Manager Ben White recommended processing these issues during the Preliminary Platting process and approve the Concept Plan in order to proceed to the next level. The water is adequate for this development but the route of force main for sewage would need to be detailed further. Mr. White encouraged and supports this project. Mark Vincent expressed concern of our current infrastructure handling this large of development. Mr. Vincent was given information the developer would be responsible of planning and applying the gravity flow so it comes to our wastewater treatment plant properly. Mr. Vincent expressed concern of the water needs since this area has been under a severe drought for several years and water has been a commodity to conserve. Mr. White informed the Commission of North Texas Municipal Water District's (NTMWD) plan of constructing another reservoir called Bois D' Arc that will also supply water to Lake Lavon and ultimately the City of Farmersville.

NTMWD does not foresee problems with growth in this area and is planning for such growth. Another planning effort is the wastewater treatment plant. Currently the City experiences inflow and infiltration issues that are being resolved as they are found. By resolving these issues, capacity is increased.

Diane Piwko, residing at 200 McKinney Street, questioned the average size home and price range and if minimal standards would be applied. Mr. Crannell stated the development is planned for a range from a small 1,200 square foot home to as large as the homeowner would like to build. The price range would be commensurate to the home. The plan is to build beyond the minimal requirements. The development is slated to have a mixture of standard and high end homes.

Mr. Crannell indicated the previous plan included a large area of greenbelt districts. The proposal presented today has removed those greenbelt areas and filled with homes.

Mr. White pointed out the change of the senior adult housing which changed from frontage style to alley style driveways. This promotes the property in a better light. Bryce Thompson motioned to approve the Concept Plan with Chad Dillard seconding the motion. Motion carried unanimously.

Item III – A) DISCUSS AMENDING THE COMPREHENSIVE ZONING ORDINANCE TO ALLOW MANUFACTURING WITH A STORE FRONT IN THE CENTRAL AREA DISTRICT

City Manager Ben White offered things to be considered regarding this issue to include: offensive or any type of odors, effluents, noise, light pollution, delivery needs, etc. Mr. White offered an ordinance be crafted and used as a guide. Other items to be considered are parking, trucks, noise, odor, and customer inflow. Craig Overstreet stated he was on the Planning and Zoning Commission when these rules were initiated. With the dynamics of our world changing, it may be time to consider making this allowance in the downtown district and he wants to be proactive and see if we can go forward with this change. However, we are still faced with the physical issues that cannot be resolved.

Randy Clark, property owner of 201 McKinney Street, stated he has a viable building in the downtown district for light manufacturing but with the current rules, this type of business is not allowed. Mr. Clark requested the Commission to consider making the change to allow light manufacturing in the downtown area.

Jim Terrell, owner and operator of Happy Cucumber, expressed his desire to rent the building of Randy Clark's at 201 McKinney Street and operate a light manufacturing canning business. Mr. Terrell explained his family's operation includes pickling and canning items and selling mostly at Farmers Markets. In order to operate, Mr. Terrell stated he must have a commercial style kitchen. He intends to have an area to sell to the public in a retail setting. He is currently selling to 7 Farmers Markets and would like to expand his business.

Diane Piwko, residing at 200 McKinney Street, stated she would like to have the trash and odor issues considered. When the establishment was Tony's Mexican Restaurant, the odor from the trash and the trash itself became a huge issue.

Commission concurred to bring an ordinance for consideration to the next meeting, but to withhold from a public hearing until the ordinance is perfected.

Item V) ADJOURNMENT

With no further business, Todd Rolen motioned to adjourn with Chad Dillard seconding the motion. Commission adjourned at 7:42pm.

ATTEST:

Chairman Bryce Thompson

Edie Sims, City Secretary



TO: Mayor and Councilmembers
FROM: Ben White, City Manager
DATE: May 12, 2015
SUBJECT: INFORMATIONAL ITEM – Capital Improvements Advisory Commission Minutes

- There was not a meeting of the Capital Improvements Advisory Commission during the month of April 2015.

Electronic minutes are found at the following link:

http://www.farmersvilletx.com/government/agendas_and_minutes/planning_and_zoning/index.jsp



TO: Mayor and Councilmembers
FROM: Ben White, City Manager
DATE: May 12, 2015
SUBJECT: INFORMATIONAL ITEM – Citizens Advisory Committee Minutes

- There was not a meeting of the Citizens Advisory Committee during the month of April 2015.

Electronic minutes are found at the following link:

http://www.farmersvilletx.com/government/agendas_and_minutes/planning_and_zoning/index.jsp



TO: Mayor and Councilmembers
FROM: Ben White, City Manager
DATE: May 12, 2015
SUBJECT: INFORMATIONAL ITEM – Sign Board of Appeals Minutes

- There was not a meeting of the Sign Board of Appeals during the month of April 2015.

Electronic minutes are found at the following link:

http://www.farmersvilletx.com/government/agendas_and_minutes/planning_and_zoning/index.jsp



TO: Mayor and Councilmembers
FROM: Ben White, City Manager
DATE: May 12, 2015
SUBJECT: INFORMATIONAL ITEM – Parks Board Minutes

Electronic minutes are found at the following link:

http://www.farmersvilletx.com/government/agendas_and_minutes/parks_and_recreation_board_meetings.jsp

**CITY OF FARMERSVILLE
PARKS AND RECREATION BOARD MINUTES
APRIL 9, 2015**

The Farmersville Parks and Recreation Board met in special session on April 9, 2015 at 6:00 p.m. at City Hall with the following members present: Chairman Marianne Politz, Autumn Barton, Glenn Bagwill, and Charles Casada. City Staff member Christi Dowdy was also present.

CALL TO ORDER

Chairman Marianne Politz called the meeting to order at 6:00 pm, and roll was called by Christi Dowdy who announced that a quorum was present.

APPROVAL OF MINUTES

Charles Casada made a motion to approve the minutes from the January 20, 2015 meeting. The motion was seconded by Autumn Barton and passed all in favor.

DISCUSSION OF FINALISTS FOR PARK PLANNER

The RFQ for a Parks Planner had been narrowed down to two finalists by the evaluation team. Parks Board members reviewed both finalists information and after careful consideration unanimously chose Halff as their recommendation.

DISCUSSION OF SPRING PROJECTS

After the huge success of the tree seedling sale last year, the Board wants to plan another for Arbor Day. However, since Farmers & Fleas will be on the next weekend, the group decided to have the sale on Saturday, May 2 at the Onion Shed. Tree seedlings will be ordered from the Arbor Day Foundation to sell.

The members also expressed interest in sponsoring movie nights in the City Park during the summer. City Staff was directed to check into the possibility of this.

BRIEFING FROM CITY MANAGER

City Manager Ben White was unable to attend the meeting due to training so a briefing was not given.

FUTURE AGENDAS

The Board will discuss the findings of Movie Nights in the Park at the next meeting.

ADJOURNMENT

The meeting was adjourned at 6:40 p.m.

Marianne Politz, Chairperson



TO: Mayor and Councilmembers
FROM: Ben White, City Manager
DATE: May 12, 2015
SUBJECT: INFORMATIONAL ITEM – Main Street Board Minutes

Electronic minutes are found at the following link:

http://www.farmersvilletx.com/government/agendas_and_minutes/main_street_board/index.jsp

**Farmersville Main Street Board
Minutes April 21, 2015
City Hall**

The meeting was brought to order at 5:05 PM by Andrew Washam. Present were Main Street Manager, Adah Leah Wolf, and board members Andrew Washam, Leaca Caspari, Anne Hall, Matt Busby and Sarah Jackson-Butler. Also present was Ben White, City Manager and guest Ethan Busby.

Consider for approval March 17, 2015 Meeting Minutes:

Anne Hall made a motion to approve the minutes as written; Sarah Jackson-Butler seconded the motion. The motion passed unanimously.

Consider for approval March 2015 Financial Statements:

Andy Washam made a motion to approve the financial statements as printed; Matthew Busby seconded the motion. The motion passed.

Audie Murphy Day Update (June 27)

Preparations are underway for a 400 piece mailing to local veterans, as well as a 400 piece mailing to potential sponsors. The Fort Hood band played for the governor's ceremony last October; we'll contact them to see if they can come to this event as well. The library has arranged for an actor to give his Audie Murphy one-man show on June 26 at the Civic Center.

Chalk the Walk Coordination (May 2)

Ten prizes are needed, five for adults and five for children. We may add a prize category with a Mother's Day theme. Three judges are needed. Fliers and posters were distributed to be placed downtown. Andy to contact Tatum Elementary and the middle School. Chalk and bag supplies were ordered and have been received. The bike ride organizers have been sent information about Chalk the Walk so they can promote it to their participants and their families.

National Register Update

There will be a public hearing for the project during City Council on May 12; board members were encouraged to attend. Mary Tate has submitted the nomination application (82 pages) to the Texas Historical Commission. We are awaiting comments from THC. After final changes have been made and it is approved by the state, it will be sent to the National Park Service for approval. This will take approximately 60 days. When approved, the district will be listed on the National Register of Historic Places.

Main Street Managers Report

Adah Leah Wolf presented a written report for March. The shoppers guide has been revised and now includes the year's events on the back side. The Pink Pug hosted the last downtown merchants get together; the May meeting will be hosted by the Rike Library. Laura England is the new barber who will be opening in Eddy Daniel's

building. Donna Spivey is close to opening Spiveycakes Bakery. The city has placed a 50 amp plug on a pole in the field just East of the Onion Shed. It can accommodate food trailers, and has already been used during two events. Museum construction has begun on the small Onion Shed. The downtown building maps have been updated and copies distributed. City board applications were distributed and board members encouraged to ask potential candidates to submit their applications. The quarterly Texas Lakes Trail meeting will be hosted by Farmersville on May 27. All are encouraged to attend, the theme is how hike and bike trails contribute to regional tourism. The Pink Pug will have a large event on May 9 at the Onion Shed. May 23 will be the Taste of Farmersville event organized by the First Methodist Church.

Discussion of placing items on future agendas:

No items discussed

Adjournment: With no further business to discuss, the meeting was adjourned by Andrew Washam at 5:46 PM.



TO: Mayor and Councilmembers
FROM: Ben White, City Manager
DATE: May 12, 2015
SUBJECT: INFORMATIONAL ITEM – Main Street Report

Main Street Report is attached.



Main Street Monthly Report
April 2015
Reported by Adah Leah Wolf,
Main Street Program Manager



ORGANIZATION/ADMINISTRATION:

	The Texas Historical Commission has reviewed the draft of the National Register Nomination and has provided comments. Edits are underway.
1,15,22,29	Manager attends city staff meetings.
1, 10	Debbie Ranspot assists with administrative tasks
13	4B Board Meeting
16	Farmersville Heritage Museum Board Meeting. Insulation has been placed underneath the floor. Wood railings are being installed as per code. An "Under Construction" banner has been placed on site. A Facebook page was created. Donations are continuing to be received.
21	Main Street Board meeting
28	May designated Preservation Month by Farmerville City Council.

PROMOTION:

17,30	Working on Texas Municipal League awards application for "Community Spirit"--meetings
4	Farmers & Fleas Market. A Facebook page has been created, and it has received a lot of traffic!
9	Audie Murphy Day Committee planning meeting. \$1,000 donation has been received for food for the veteran's receptions.
	Work this month on organizing the second annual Chalk the Walk Event, planned for May 2.
14	E Newsletter sent to downtown business and building owners
18	Heavenly Hooves held a fundraiser at the Onion Shed for the second year in a row-lots of activity!
18	Annual Chamber Banquet attended.
18	Annual Historical Society Luncheon. The French Bunny provided a style show. Afterward many of the attendees came downtown to shop.
24	Farmers & Fleas Market ads ordered and press releases sent for the May 2 Market.
30	E Newsletter sent to friends of downtown, highlighting monthly events for May.

DESIGN:

	Farmersville Heritage Museum construction continues, transforming the small Onion Shed into a museum. The contractor is Barry Warner. City council received a construction update on 4-28.
	Work continues on old Candy Kitchen Building. Exterior entrance work continues on the Northwest side.
	Laundromat on Main Street continues construction.
	For the third year in a row, termites have swarmed from 107 S. Main (Barbknecht building, used for storage) into The French Bunny (109 S. Main Street).

ECONOMIC RESTRUCTURING:

	Donna Spivey has opened Spivey Cakes Bakery at 120 McKinney Street. She has coffee, cupcakes, cake, cookies, and makes wedding cakes as well.
	116 McKinney has been leased to Laura England; it will be the Cutting Horse Barbershop
16	Downtown Merchants get together hosted by The Pink Pug.
22	Chamber Luncheon: speaker from TAPS
22	Met with Lacey Henderson re: internship program at Univ. of Texas at Commerce

Approximate number of volunteer hours donated this month: 85



TO: Mayor and Councilmembers
FROM: Ben White, City Manager
DATE: May 12, 2015
SUBJECT: INFORMATIONAL ITEM – Building & Property Standards Commission Minutes

- Minutes were not prepared for the Council packet. Minutes will be presented at the next Council meeting. Once completed, minutes will be placed on the City's website at the webpage below.

Electronic minutes are found at the following link:

http://71.6.142.67/revize/farmersville/government/agendas_and_minutes/building_and_property_standards_meetings.jsp



TO: Mayor and Councilmembers
FROM: Ben White, City Manager
DATE: May 12, 2015
SUBJECT: INFORMATIONAL ITEM – TIRZ Board Minutes

- There was not a meeting of the TIRZ Board during the month of April 2015.

Electronic minutes are found at the following link:

http://71.6.142.67/revize/farmersville/government/agendas_and_minutes/other_boards_and_committees.jsp#revize_document_center_rz305



TO: Mayor and Councilmembers
FROM: Ben White, City Manager
DATE: May 12, 2015
SUBJECT: INFORMATIONAL ITEM – Library/Civic Center Board Minutes

Electronic minutes are found at the following link:

http://71.6.142.67/revize/farmersville/government/agendas_and_minutes/library_civic_center_board.jsp

**FARMERSVILLE LIBRARY / CIVIC CENTER BOARD
MEETING MINUTES**

April 23, 2015 at 4:30 P.M.

The Farmersville Library/Civic Center Board met in regular session on April 23, 2015 at 4:30 pm with the following members present: Judy Brandon, Sharon Spangler, Sarah Odom. Members absent: Leaca Caspari, Rafiq Huddleston. Staff Members present: Trisha Dowell.

Item I) CALL MEETING TO ORDER, ROLL CALL

The meeting was called to order at 4:50 p.m. by Judy. A quorum was present.

Item II) RECOGNITION OF CITIZENS/VISITORS

Judy recognized that Melanie and Austin Miller were in attendance to discuss the "Free Little Library" project that Austin is completing as his Eagle Scout project.

Item III – A) CONSIDER, DISCUSS AND APPROVE MEETING MINUTES FROM MARCH 26, 2015

Sarah made a motion to approve the library board minutes and Sharon seconded, motion carried with all in favor.

ITEM III – B) LIBRARY REPORT

Trisha Dowell handed out the monthly reports for January, February and March. Planning for Summer Reading Club has started and the library will be hosting a Pre-Audie Murphy Day one man show performance on Friday, June 26 at 2:00 p.m. in the Civic Center.

ITEM III – C) CIVIC CENTER REPORT

Paula was not available to give the Civic Center report but sent the information to be presented to the board.

ITEM III – D) CIVIC CENTER USE AND RENTAL

In the information Paula sent was the rough draft of the letter to be sent to the civic organizations that use the Civic Center. The board deliberated on the letter and revised it. Trish will send the changes to Paula.

ITEM III – E) DISCUSS "LITTLE FREE LIBRARY" PROJECT

Austin has completed the structure and the paint is in the process of drying. The little library will be mounted on Saturday or the following Saturday depending on the weather. It will be registered with the "Free Little Library" organization after it has been put in place. The door has spring hinges that will help hold the door closed. Trish will submit the picture and information to Wyndi Veigel at the Farmersville Times for a small news article.

ITEM IV) DISCUSSION OF PLACING ITEMS ON FUTURE AGENDAS

Civic Center use and rental.

ITEM V) ADJOURNMENT

Judy made a motion to adjourn the meeting, Sarah seconded, motion carried. The Library/Civic Center Board adjourned at 5:13 p.m.

Chair

DRAFT



TO: Mayor and Councilmembers
FROM: Ben White, City Manager
DATE: May 12, 2015
SUBJECT: INFORMATIONAL ITEM – Farmersville Public Housing Authority Report

- April 16 and April 29, 2015 Agendas along with minutes from the March 19th meeting are attached for review.

Electronic agendas are found at the following link:

<http://www.texoma.cog.tx.us/departments/client-services/texoma-housing-partners/>



TCOG Governing Board
Meeting Agenda
1117 Gallagher Drive, Sherman, Texas
Thursday, April 16, 2015 – 5:30 p.m.

- A. **Call to Order & Declaration of a Quorum**
- B. **Invocation and Pledges**
- C. **Welcome Guests**
- D. **Approval of Minutes: Approve Meeting Minutes for March 2015 – page 3**
- E. **Executive Director's Report**
 - 1. GIS & Planning Program Presentation, Michael Schmitz
 - 2. Accounting Software Upgrade Update
 - 3. Kids Matter – Beyond ABC in Texoma
 - 4. VASH – Homeless Veterans Fundraising Campaign
 - 5. CTR/TARC Legislative Updates
- F. **Consent**

All items on Consent Agenda are considered to be routine by the Council of Governments and will be enacted with one motion. There will not be separate discussion of these items unless a member of the Governing Body or a citizen so requests, in which event these items will be removed from the general order of business and considered in normal sequence.

 - 1. **March 2015 Liabilities (AF):** Authorize the Secretary/Treasurer to make payments in the amounts as listed.
Stacey Sloan, Finance Director – page 4
- G. **Action**
 - 1. **Texoma COG Fiscal Year Ending (FYE) 2016 Proposed Budget (AF):** Approve TCOG's FYE 2016 Proposed Budget to include the following actions: Approve the FYE 2016 Proposed Revenue Plan; Approve the FYE 2016 Proposed FTE and Salary Budget Authority; Approve the FYE 2016 Proposed Certificate of Indirect Costs to: Set General & Administrative Rate at 16.92%, Set On-site Rate at 12.32%, Set Central Service Information Technology Rate at 7.55%; Approve the FYE 2016 Proposed Employee Benefit Rate at 47.20%; Approve the FYE 2016 Proposed Capital Expense Budget; Approve the FYE 2016 Proposed Holiday Schedule; Approve the FYE 2016 Proposed Membership Dues Schedule.
Stacey Sloan, Finance Director – page 15
 - 2. **FYE 2015 Budget Status Update (AF):** Accept recommendation if any regarding TCOG FYE 2015 Budget.
Stacey Sloan, Finance Director – page 16
- H. **President's Report**
 - 1. Create a fixed asset planning subcommittee and appoint three Board Members to the subcommittee.
- I. **Adjourn**

APPROVAL



Stacey L. Sloan, Finance Director



Susan B. Thomas, PhD, Executive Director

AS: Aging Services Department
AF: Administration & Finance Department
CS: Client Services Department
PD: Planning & Development Department

Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services are requested to contact Administration & Finance at 903-813-3510 two (2) work days prior to the meeting so that appropriate arrangements can be made. The above Agenda was posted online at <http://www.tcog.com> and physically posted at the Texoma Council of Governments offices in a place readily accessible to the public. The Agenda was also transmitted to the County Clerk offices in Cooke, Fannin and Grayson Counties, Texas on Friday, April 10, 2015.

Members Present: Cecil Jones, Jason Brinkley, Bill McFatridge, Roy Floyd, Debbie Smith, Kate Whitfield, Teresa Adams, Phyllis James, Cary Wacker, Spanky Carter

- A. Judge Carter called the meeting to order and declared a quorum at 5:31 p.m.
- B. Cecil Jones provided the invocation, followed by Cary Wacker, who led the pledges.
- C. Welcome Guests & Staff
- D. A motion was made by Cecil Jones to approve the meeting minutes for February 2015. This motion was seconded by Cary Wacker. Motion carried.
- E. Executive Director's Report
 - a. Dr. McBroom announced the EPA Grant / Whitewright Project was awarded to the City of Whitewright.
 - b. Dr. McBroom announced the Caregiver Gala scheduled in April 2015 at the
 - c. Dr. Thomas provided an update on the anticipated FYE 2016 Budget Proposal. Board members should expect a copy of the proposal prior to the April board meeting with a formal presentation during the April board meeting.
 - d. Dr. Thomas provided a Legislative Update.
 - e. A Household Hazardous Waste handout was distributed to all in attendance. The Household Hazardous Waste collection event is scheduled for April 18, 2015 and will have collection locations in all three counties: Cooke County Justice Center, Fannin County Precinct 4 Warehouse, and Grayson College.
 - f. Dr. Thomas announced to the Governing Board that the 2015 Annual Event will take place on September 17, 2015. More details will follow including a save the date and formal invitation.
- F. A motion was made by Keith Clegg to approve the Consent Items. This motion was seconded by Jason Brinkley. Motion carried.
 - 1. Authorize the Secretary/Treasurer to make payments in the amounts as listed.
- G. Action
 - 1. No action was taken to adopt the Resolution of Appreciation (posthumous) for Captain Tim LaVergne, Bonham Police Department. The Resolution of Appreciation (posthumous) was presented to a representative of the Bonham Police Department at this time.
 - 2. A motion as made by Roy Floyd to proclaim the month of April as Fair Housing Month in the Texoma Region. This motion was seconded by Jason Brinkley. Motion carried.
 - 3. Jason Brinkley made a motion to authorize the approval of FY2015 Allocation Range and Homeland Security Projects sub mitted to the Texas Department of Public Safety, Texas Homeland Security State Administrative Agency (SAA). This motion was seconded by Cary Wacker. Motion carried.
 - 4. A motion was made by Cary Wacker to approve the TCOG 2015 Criminal Justice Community Plan. This motion was seconded by Jason Brinkley. Motion carried.
 - 5. A motion was made by Cary Wacker to authorize the audit engagement for fiscal year ending April 30, 2015. This motion was seconded by Cecil Jones. Motion carried.
 - 6. No action was taken regarding TCOG FYE 2015 budget.
- H. President's Report
- I. A motion was made by Roy Floyd to adjourn the meeting at 6:00 pm. This motion was seconded by Cecil Jones. Motion carried.



TCOG Governing Board
SPECIAL Meeting Agenda
1117 Gallagher Drive, Sherman, Texas
Wednesday, April 29, 2015 – 5:30 p.m.

- A. Call to Order & Declaration of a Quorum
- B. Invocation and Pledges
- C. Welcome Guests
- D. Approval of Minutes: Approve Meeting Minutes for March 2015 – page 2
- E. Action
 - 1. **Texoma COG Fiscal Year Ending (FYE) 2016 Proposed Budget (AF):** Approve TCOG's FYE 2016 Proposed Budget to include the following actions: Approve the FYE 2016 Proposed Revenue Plan; Approve the FYE 2016 Proposed FTE and Salary Budget Authority; Approve the FYE 2016 Proposed Certificate of Indirect Costs to: Set General & Administrative Rate at 16.92%, Set On-site Rate at 12.32%, Set Central Service Information Technology Rate at 7.55%; Approve the FYE 2016 Proposed Employee Benefit Rate at 47.20%; Approve the FYE 2016 Proposed Capital Expense Budget; Approve the FYE 2016 Proposed Holiday Schedule; Approve the FYE 2016 Proposed Membership Dues Schedule.
Stacey Sloan, Finance Director – page 3
- F. Adjourn

APPROVAL

A handwritten signature in black ink, appearing to read "Stacey Sloan", written over a light gray rectangular background.

Stacey L. Sloan, Finance Director

A handwritten signature in black ink, appearing to read "SMT", written over a light gray rectangular background.

Susan B. Thomas, PhD, Executive Director

AS: Aging Services Department
AF: Administration & Finance Department
CS: Client Services Department
PD: Planning & Development Department

Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services are requested to contact Administration & Finance at 903-813-3510 two (2) work days prior to the meeting so that appropriate arrangements can be made. The above Agenda was posted online at <http://www.tcog.com> and physically posted at the Texoma Council of Governments offices in a place readily accessible to the public. The Agenda was also transmitted to the County Clerk offices in Cooke, Fannin and Grayson Counties, Texas on Friday, April 24, 2015.



TCOG Governing Board

Meeting Minutes

1117 Gallagher Drive, Sherman, TX
Thursday, March 19, 2015 – 5:30 p.m.

Members Present: Cecil Jones, Jason Brinkley, Bill McFatridge, Roy Floyd, Debbie Smith, Kate Whitfield, Teresa Adams, Phyllis James, Cary Wacker, Spanky Carter

- A.** Judge Carter called the meeting to order and declared a quorum at 5:31 p.m.
- B.** Cecil Jones provided the invocation, followed by Cary Wacker, who led the pledges.
- C.** Welcome Guests & Staff
- D.** A motion was made by Cecil Jones to approve the meeting minutes for February 2015. This motion was seconded by Cary Wacker. Motion carried.
- E.** Executive Director's Report
 - a. Dr. McBroom announced the EPA Grant / Whitewright Project was awarded to the City of Whitewright.
 - b. Dr. McBroom announced the Caregiver Gala scheduled in April 2015 at the
 - c. Dr. Thomas provided an update on the anticipated FYE 2016 Budget Proposal. Board members should expect a copy of the proposal prior to the April board meeting with a formal presentation during the April board meeting.
 - d. Dr. Thomas provided a Legislative Update.
 - e. A Household Hazardous Waste handout was distributed to all in attendance. The Household Hazardous Waste collection event is scheduled for April 18, 2015 and will have collection locations in all three counties: Cooke County Justice Center, Fannin County Precinct 4 Warehouse, and Grayson College.
 - f. Dr. Thomas announced to the Governing Board that the 2015 Annual Event will take place on September 17, 2015. More details will follow including a save the date and formal invitation.
- F.** A motion was made by Keith Clegg to approve the Consent Items. This motion was seconded by Jason Brinkley. Motion carried.
 - 1. Authorize the Secretary/Treasurer to make payments in the amounts as listed.
- G.** Action
 - 1. No action was taken to adopt the Resolution of Appreciation (posthumous) for Captain Tim LaVergne, Bonham Police Department. The Resolution of Appreciation (posthumous) was presented to a representative of the Bonham Police Department at this time.
 - 2. A motion as made by Roy Floyd to proclaim the month of April as Fair Housing Month in the Texoma Region. This motion was seconded by Jason Brinkley. Motion carried.
 - 3. Jason Brinkley made a motion to authorize the approval of FY2015 Allocation Range and Homeland Security Projects sub mitted to the Texas Department of Public Safety, Texas Homeland Security State Administrative Agency (SAA). This motion was seconded by Cary Wacker. Motion carried.
 - 4. A motion was made by Cary Wacker to approve the TCOG 2015 Criminal Justice Community Plan. This motion was seconded by Jason Brinkley. Motion carried.
 - 5. A motion was made by Cary Wacker to authorize the audit engagement for fiscal year ending April 30, 2015. This motion was seconded by Cecil Jones. Motion carried.
 - 6. No action was taken regarding TCOG FYE 2015 budget.
- H.** President's Report
- I.** A motion was made by Roy Floyd to adjourn the meeting at 6:00 pm. This motion was seconded by Cecil Jones. Motion carried.



TO: TCOG Governing Board
FROM: Stacey Sloan, Finance Director *SS*
DATE: April 9, 2015
RE: Texoma COG Fiscal Year Ending (FYE) 2016 Proposed Budget

RECOMMENDATION

Approve TCOG's FYE 2016 Proposed Budget to include the following actions:

1. Approve the FYE 2016 Proposed Revenue Plan
2. Approve the FYE 2016 Proposed FTE and Salary Budget Authority
3. Approve the FYE 2016 Proposed Certificate of Indirect Costs to:
 - a. Set General & Administrative Rate at 16.92%
 - b. Set On-site Rate at 12.32%
 - c. Set Central Service Information Technology Rate at 7.55%
4. Approve the FYE 2016 Proposed Employee Benefit Rate at 47.20%
5. Approve the FYE 2016 Proposed Capital Expense Budget
6. Approve the FYE 2016 Proposed Holiday Schedule
7. Approve the FYE 2016 Proposed Membership Dues Schedule.

BACKGROUND

TCOG's bylaws require the Executive Director to present an annual budget proposal to the Governing Board for review and approval.

DISCUSSION

TCOG's Proposed FYE 2016 includes \$9,785,341 in revenue and expenses, which is an increase from Approved FYE 2015 Budget of \$8,575,916. FYE 2016 Full Time Employee (FTE) count is proposed at 60.6, up 2.0 from FYE 2015. FYE 2016 Budget proposed a 2% Cost of Living Allowance (COLA) for all regular employees, with a Salary Budget of \$2,663,750, up 4.0% or \$110,655 from Approved FYE 2015 Budget.

BUDGET

FYE 2016 Proposed Budget offers TCOG a balanced budget based on estimated revenue and expenses.



TO: Mayor and Councilmembers
FROM: Ben White, City Manager
DATE: May 12, 2015
SUBJECT: INFORMATIONAL ITEM – North Texas Municipal Water District Board Agenda

- The agenda for the April 2015 meeting is attached.

Electronic agendas are found at the following link:

https://ntmwd.com/meeting_agendas.html



NORTH TEXAS MUNICIPAL WATER DISTRICT

**505 E. Brown Street • Wylie, Texas 75098
(972) 442-5405 – Phone • (972) 295-6440 – Fax**

**BOARD OF DIRECTORS
REGULAR MEETING
THURSDAY, APRIL 23, 2015
3:00 P.M.**

Notice is hereby given pursuant to V.T.C.A., Government Code, Chapter 551, that the Board of Directors of North Texas Municipal Water District will hold a regular meeting, open to the public, on Thursday, April 23, 2015, at 3:00 p.m., at the John Bunker Sands Wetland Center located at 655 Martin Lane, Seagoville, Texas.

AGENDA¹

- I. CALL TO ORDER
- II. ROLL CALL
- III. DISCUSSION ITEM
 - A. Informational Session on East Fork Raw Water Supply (Wetland) Project
- IV. ADJOURNMENT

¹Persons with disabilities who plan to attend the NTMWD Board of Directors meeting and who may need auxiliary aids or services are requested to contact John Montgomery in the NTMWD Administrative Offices at (972) 442-5405 as soon as possible. All reasonable efforts will be taken to make the appropriate arrangements.



NORTH TEXAS MUNICIPAL WATER DISTRICT

**505 E. Brown Street • Wylie, Texas 75098
(972) 442-5405 – Phone • (972) 295-6440 – Fax**

**BOARD OF DIRECTORS
REGULAR MEETING
THURSDAY, APRIL 23, 2015
4:00 P.M.**

Notice is hereby given pursuant to V.T.C.A., Government Code, Chapter 551, that the Board of Directors of North Texas Municipal Water District will hold a regular meeting, open to the public, on Thursday, April 23, 2015, at 4:00 p.m., at the John Bunker Sands Wetland Center located at 655 Martin Lane, Seagoville, Texas.

The Board of Directors is authorized by the Texas Open Meetings Act to convene in closed or executive session for certain purposes. These purposes include receiving legal advice from its attorney (Section 551.071); discussing real property matters (Section 551.072); discussing gifts and donations (Section 551.073); discussing personnel matters (Section 551.074); or discussing security personnel or devices (Section 551.076). If the Board of Directors determines to go into executive session on any item on this agenda, the Presiding Officer will announce that an executive session will be held and will identify the item to be discussed and provision of the Open Meetings Act that authorizes the closed or executive session.

AGENDA¹

- I. **INVOCATION – DIRECTOR TERRY SAM ANDERSON**
- II. **PLEDGE OF ALLEGIANCE**
- III. **PLEDGE OF ALLEGIANCE TO THE TEXAS FLAG**
- IV. **ROLL CALL**
- V. **RECOGNITION OF GUESTS/EMPLOYEES**
 - A. NTMWD Board of Directors Service Awards
 - B. NTMWD Board of Directors 2014-2015 President Recognition
- VI. **PUBLIC COMMENTS**

The Board of Directors allows individuals to speak to the Board. Prior to the meeting, speakers must complete and submit a "Public Comment Registration Form." The time limit is five (5) minutes per speaker, not to exceed a total of thirty (30) minutes for all speakers. The Board may not discuss these items, but may respond with factual or policy information.

¹Persons with disabilities who plan to attend the NTMWD Board of Directors meeting and who may need auxiliary aids or services are requested to contact John Montgomery in the NTMWD Administrative Offices at (972) 442-5405 as soon as possible. All reasonable efforts will be taken to make the appropriate arrangements.

VII. CONSENT AGENDA ITEMS

The Consent Agenda allows the Board of Directors to approve all routine, noncontroversial items with a single motion, without the need for discussion by the entire Board. Any item may be removed from consent and considered individually upon request of a Board member or NTMWD staff member.

- A. Consider Approval of Board of Directors Meeting Minutes – March 26, 2015
(Please refer to Consent Agenda Item No. 15-04-01)
- B. Consider Approval of Monthly Construction Report – April 2015
(Please refer to Consent Agenda Item No. 15-04-02)
- C. Consider Authorizing Execution of Engineering Services Agreement on Project No. 301, NTMWD Administration Building Structural Repairs, Building Renovations, and Building Additions, Boardroom Technology Package
(Please refer to Consent Agenda Item No. 15-04-03)
- D. Consider Authorizing Execution of Engineering Services Agreement on Project No. 385, North System 10 MG Ground Storage Tank Hydraulic Analysis
(Please refer to Consent Agenda Item No. 15-04-04)
- E. Consider Authorizing Additional Engineering Services on Project No. 364, Wylie Water Treatment Plant III Foundation Drain Return Improvements
(Please refer to Consent Agenda Item No. 15-04-05)
- F. Consider Authorizing Execution of Engineering Services Agreement on Project No. 343, Wilson Creek Regional Wastewater Treatment Plant Electrical Improvements, Phase IA, Inspection Services
(Please refer to Consent Agenda Item No. 15-04-06)
- G. Consider Authorizing Additional Engineering Services on Project No. 301, NTMWD Administration Building Structural Repairs, Building Renovations, and Building Additions
(Please refer to Consent Agenda Item No. 15-04-07)

VIII. AGENDA ITEMS FOR INDIVIDUAL CONSIDERATION

- A. Consider Adoption of Resolution No. 15-08 Commending Director Bill Harrison for 17 Years of Service as a Member of the NTMWD Board of Directors
(Please refer to Board Memorandum)
- B. Consider Adoption of Resolution No. 15-07 Authorizing the Issuance, Sale, and Delivery of North Texas Municipal Water District Regional Water System Contract Revenue Refunding and Improvement Bonds, Series 2015, and Approving and Authorizing Instruments and Procedures Relating Thereto
(Please refer to Administrative Memorandum No. 4405)

- C. Consider Abolishment of District Policy No. 4 – Personnel Policy; District Policy No. 18 – Substance Abuse Policy and Procedures; District Policy No. 21 – A Smoke-Free Workplace Policy; District Policy No. 29 – Employee Recognition Program, Carl W. Riehn Award, Employee of the Year; District Policy No. 36 – NTMWD Driving Policy; District Policy No. 39 – Reporting Requirements; and Adoption of NTMWD Personnel Policies Manual
(Please refer to Administrative Memorandum No. 4406)
- D. Consider Authorizing Reclassification of Public Relations Specialist Position in the Public Information Department
(Please refer to Administrative Memorandum No. 4407)
- E. Consider Authorizing Execution of Engineering Services Agreement on Project No. WCF 07-4 (099), Lake Tawakoni Water Treatment Plant Sludge Lagoon Improvements
(Please refer to Administrative Memorandum No. 4408)
- F. Consider Authorizing Change Order No. 3 on Project No. 301, NTMWD Administration Building, Structural Repairs, Building Renovations, and Building Additions, Task Nos. 2 and 3
(Please refer to Administrative Memorandum No. 4409)
- G. Consider Authorizing Execution of Engineering Services Agreement on Project No. 363, High Service Pump Station 1-1 Mechanical Improvements, Final Design
(Please refer to Administrative Memorandum No. 4410)
- H. Consider Authorizing Award of Construction Contract on Project No. 353, Beck Branch Interceptor Improvements, Phase 1
(Please refer to Administrative Memorandum No. 4411)
- I. Consider Authorizing Execution of Engineering Services Agreement on Project No. 366, Lower Bois d'Arc Creek Reservoir Mitigation Property, Final Engineering
(Please refer to Administrative Memorandum No. 4412)
- J. Consider Authorizing Execution of Engineering Services Agreement on Project No. 387, Wylie Water Treatment Plant IV – 70 MGD Plant Expansion to 840 MGD
(Please refer to Administrative Memorandum No. 4413)
- K. Consider Authorizing Execution of Engineering Services Agreement on Project No. 338, Meter Vault Standardization, Phase II, Set-Point Control, Final Design
(Please refer to Administrative Memorandum No. 4414)
- L. Consider Authorizing Award of Construction Contract on Project No. 354, Wylie Water Treatment Plant Complex Chemical Systems Improvements, Phase IA
(Please refer to Administrative Memorandum No. 4415)

- M. Consider Authorizing Right-of-Way Acquisition Program and Adoption of Resolution No. 15-09 Authorizing the Use of Eminent Domain to Acquire Right-of-Way for the Wylie-Rockwall-Farmersville 36/48-Inch Pipeline Improvements, Phase 1, Project No. 337
(Please refer to Administrative Memorandum No. 4416)
- N. Consider Authorizing Execution of Interlocal Cooperation Agreements between the City of Richardson and North Texas Municipal Water District Concerning Reimbursement for Incremental Cost of Upgraded Screening Walls on Project Nos. 341 and 361, Renner Road Lift Station, Beck Branch Lift Station, and Prairie Creek Lift Station
(Please refer to Administrative Memorandum No. 4417)
- O. Consider Authorizing Award of Construction Contract and Change Order No. 1 on Project No. 303, Richardson Spring Creek Lift Station Improvements
(Please refer to Administrative Memorandum No. 4418)
- P. Consider Authorizing Award of Construction Contract on Project No. 286, Rockwall No. 2 Flow Meter Improvements
(Please refer to Administrative Memorandum No. 4419)
- Q. Consider Authorizing Execution of Engineering Services Agreement on Project No. 383, Lower Bois d'Arc Creek Reservoir, FM 897 from US 82 to FM 1396, Final Engineering
(Please refer to Administrative Memorandum No. 4420)
- R. Consider Authorizing Award of Construction Contract on Project No. 274, Cottonwood Creek Outfall Sewer Aerial Crossing Replacement
(Please refer to Administrative Memorandum No. 4421)
- S. Consider Authorizing Change Order No. 1 on Project No. 261, High Service Pump Station 2-2 and 2-3 Mechanical Improvements
(Please refer to Administrative Memorandum No. 4422)
- T. Consider Authorizing Execution of Electrical Service Agreement with Fannin County Electric Cooperative on Project No. 362, Lower Bois d'Arc Creek Reservoir
(Please refer to Administrative Memorandum No. 4423)
- U. Consider Authorizing Execution of Engineering Services Agreement on Project No. 386, Lower Bois d'Arc Creek Reservoir Planning and Zoning Study
(Please refer to Administrative Memorandum No. 4424)
- V. Consider Authorizing Award of Construction Contract on Project No. 371B, McKinney and Wilson Creek Lift Stations Emergency Generator Installation
(Please refer to Administrative Memorandum No. 4425)
- W. Consider Authorizing Addition of Wastewater Conveyance System Manager Position in Upper East Fork Interceptor System
(Please refer to Administrative Memorandum No. 4426)

- X. Consider Adoption of Resolution No. 15-10 Authorizing Execution of Settlement Agreement with McCarthy Building Companies, Inc., on Project No. 153, Water Treatment Plants I, II, III, and IV Ozonation
(Please refer to Administrative Memorandum No. 4427)

IX. DISCUSSION

- A. Receive Legal Advice from the District's Attorney Regarding Environmental Compliance Issues Related to the Wastewater System
- B. Water Rate Projection Review
- C. Water Supply Update
- D. Appointment of Nominating Committee for 2015-2016 Board of Directors Officers

X. ADJOURNMENT



TO: Mayor and Councilmembers
FROM: Ben White, City Manager
DATE: May 12, 2015
SUBJECT: INFORMATIONAL ITEM – ZONING BOARD OF ADJUSTMENT

- There was not a meeting of the Zoning Board of Adjustment during the month of April 2015.

Electronic minutes are found at the following link:

http://www.farmersvilletx.com/government/agendas_and_minutes/other_boards_and_committees.php#revize_document_center_rz1512



TO: Mayor and Councilmembers

FROM: Ben White, City Manager

DATE: May 12, 2015

SUBJECT: Public Hearing to consider, discuss and act upon a zoning change on approximately 0.741 acres of land, more or less, from Single-Family 2 (SF-2) District Uses to Multi Family 1 (MF-1) District Uses for a development located at or about the southeast corner of Lincoln and Candy Streets also known as the Whitaker Addition, Block 1, Lot 1 in the W.B. Williams Survey, Abstract A952 of Farmersville, Collin County, Texas

- Zoning Change Application is attached for review.
- Letter from current owner regarding permission for zoning change.
- Proposed land use and drawings are attached for review.

ACTION:

- 1) Open Public Hearing and call the time.
- 2) Ask for those FOR the Zoning Change to come forward.
- 3) Ask for those OPPOSING the Zoning Change to come forward.
- 4) Close the Public Hearing and call the time.
- 5) Council to discuss, approve or disapprove the Zoning Change



Farmersville
DISCOVER A TEXAS TREASURE

Application for Zoning Change

Applicant:

Nancy Grooch

Mailing Address:

P.O. Box 162

City/State/Zip:

Merit, TX. 75458

Daytime Telephone:

214 674 3588

Property Address:

N. Lincoln St.

City/State/Zip:

Farmersville, TX.
75442

Legal Description:

Whitaker, Block 1, Lot 1, ACRES
0.7410

Lot(s):

Block(s):

Subdivision:

Acreage: ((If acreage, provide separate metes and bounds description))

Existing Use and Current Zoning of Property:

Vacant lot - SF2

Give explanation of proposed rezone and use of property. Attach maps, drawings and other supporting information.

From SF2 to MF1

4-plex to accommodate seniors.

Nancy Grooch

Property Owner Signature

4-22-15

Date

April 20, 2015

City of Farmersville
205 S Main
Farmersville, TX 75442

To Whom it May Concern:

Nancy Gooch is purchasing a lot that I own described as Lot 1, Block 1, Whitaker Addition which is located on N. Lincoln Street.

It is my understanding that Ms. Gooch has requested a zoning Single Family 2 to change it to a Multi-Family Zoning.

Ms. Gooch has my full permission to change this zoning on this lot if approved by the City.

If you have any questions, please feel free to contact me at 972-658-8115.

Respectfully,

A handwritten signature in cursive script that reads "Mary Whitaker". The signature is written in dark ink and is positioned above the printed name.

Mary Whitaker

Farmersville Proposal

April 2015

John and Nancy Gooch

Four-plex

Lincoln Street @ Candy St. in Farmersville, Texas

Purpose is to provide affordable, highly efficiency housing that is senior adult assessable/friendly and/or small family suitable

Pending approval by Farmersville, Tx. Planning and Zoning Committee

N 90°00'00" E 181.72'

171.72'

10' BUILDING LINE

LOT 1

0.741 ACRES
32,290 SQ. FT.

W. B. WILLIAMS SURVEY, A-952

Zone: SF2

← 168.04' Net →

← 181.72' Net →

10' BUILDING LINE

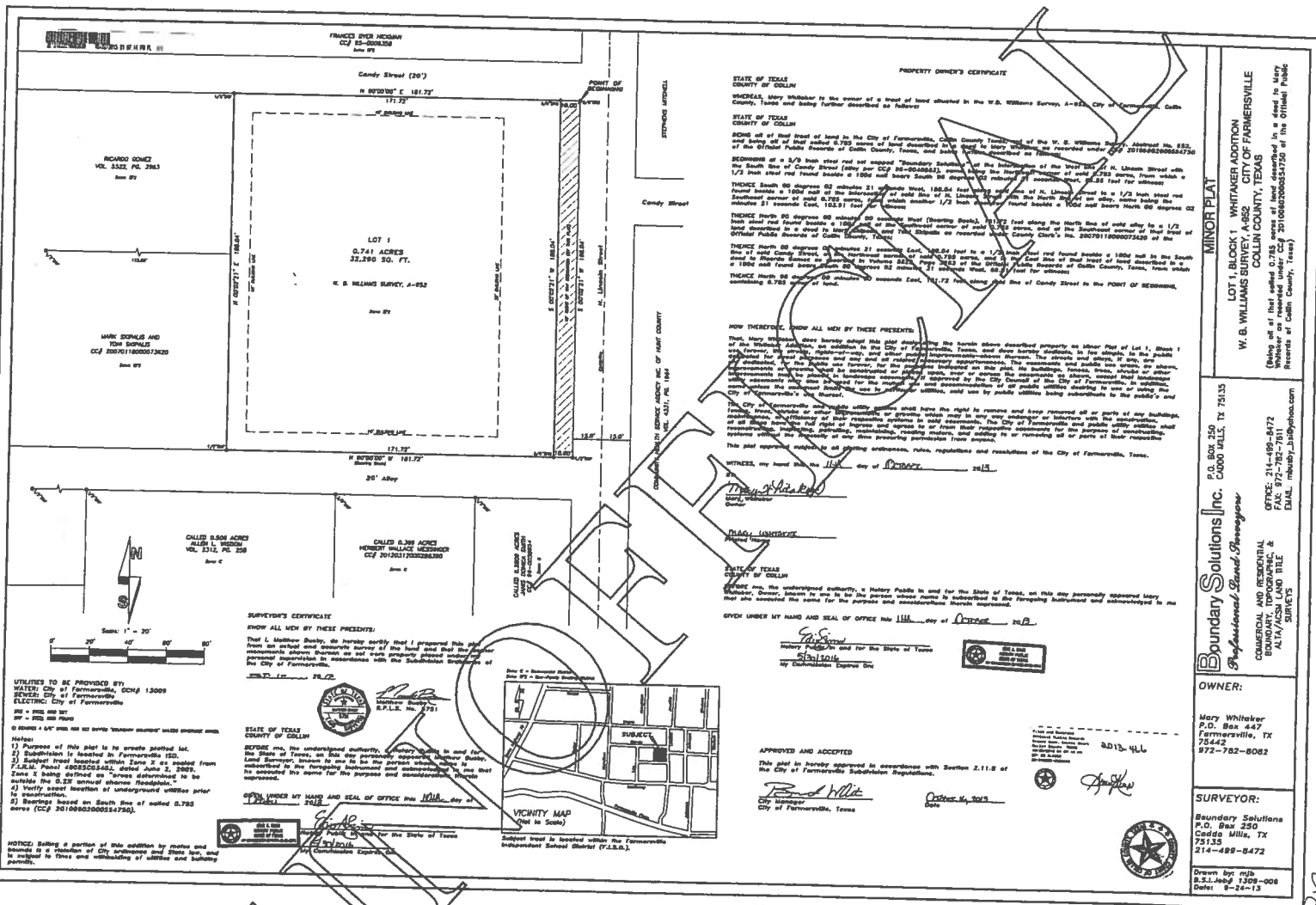
171.72'

N 90°00'00" W 181.72'
(Bearing Basis)

20' Alley

S 00°02'21" W 188.04'

5/8"



Property Tax Record

Kenneth L. Maun
Collin County Tax Assessor Collector
2300 Bloomdale Rd. Ste 2324
McKinney, TX 75071
Ph: 972-547-5020

 [Print Friendly Version](#)

New Search

Account: R1045500100101

APD: 2697406

Location: 0000000N LINCOLN ST

Legal: WHITAKER (CFC), BLK 1, LOT 1,
0.741 ACRES

Owner: WHITAKER MARY LOUISE
PO BOX 447
FARMERSVILLE TX 75442--044

Acres: 0.741

Yr Built: 0

Sq Ft: 0

Def. Start: NONE

Def. End: NONE

Roll: R

UDI: 100%

2014 Values

Land Non-Home Site

32000

2014 Exemptions

Click on the e-Statement button to view Total Tax Due.

Click on the e-Payment button to make a credit card or eCheck payment.

Current status

All years

Tax Estimator

e-Payment

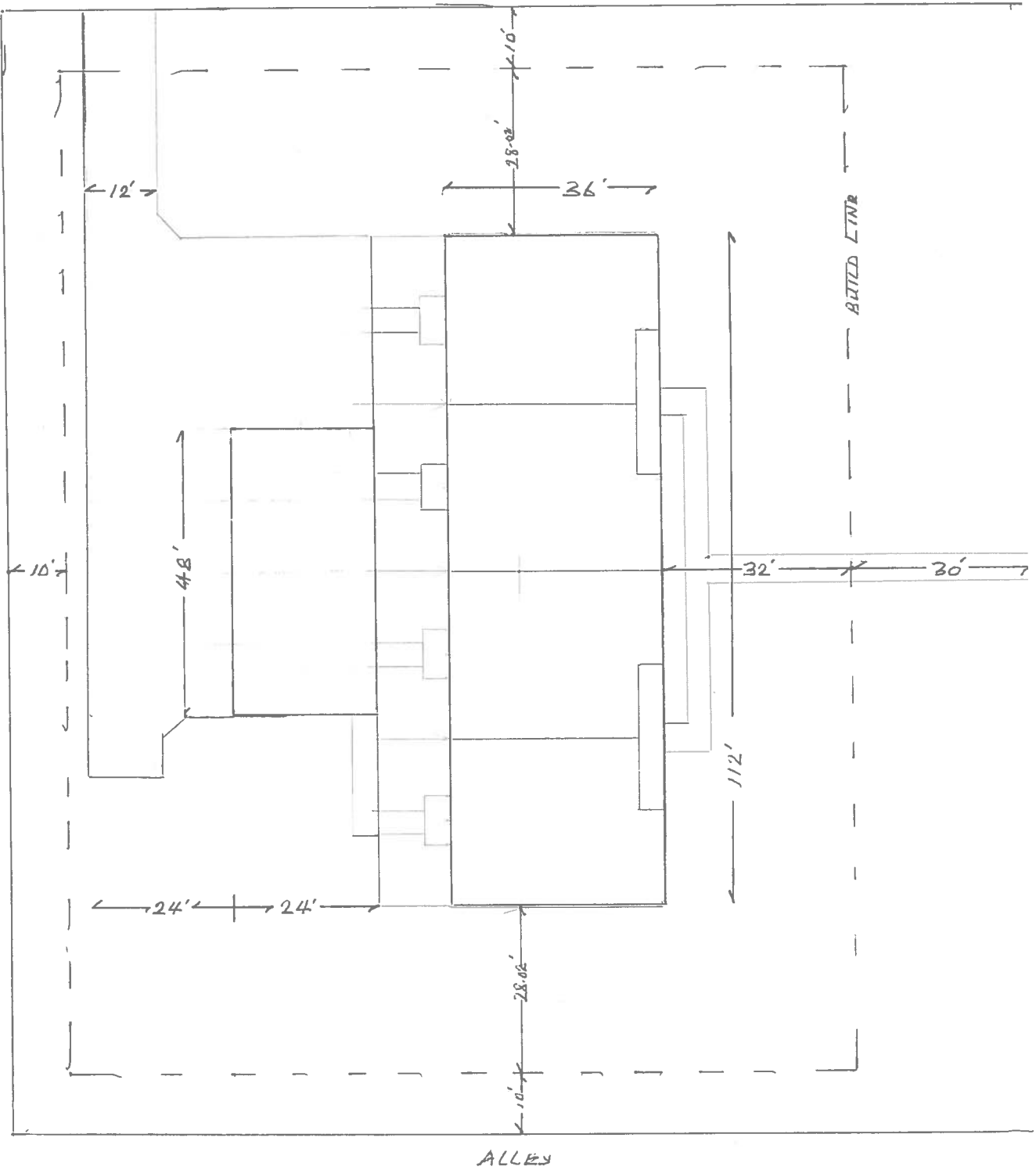
e-Statement

Year Unit	Levy Amount	Amount Paid	Levy Due	Penalty	Interest	Col Penalty	Total Due	Receipt Date
2014 01	75.20	75.20	0.00	0.00	0.00	0.00	0.00	12/31/2014
2014 11	251.44	251.44	0.00	0.00	0.00	0.00	0.00	12/31/2014
2014 55	457.89	457.89	0.00	0.00	0.00	0.00	0.00	12/31/2014
2014 60	26.23	26.23	0.00	0.00	0.00	0.00	0.00	12/31/2014
2014 Totals	810.76	810.76	0.00	0.00	0.00	0.00	0.00	

Gooch, NJ
03-15-15

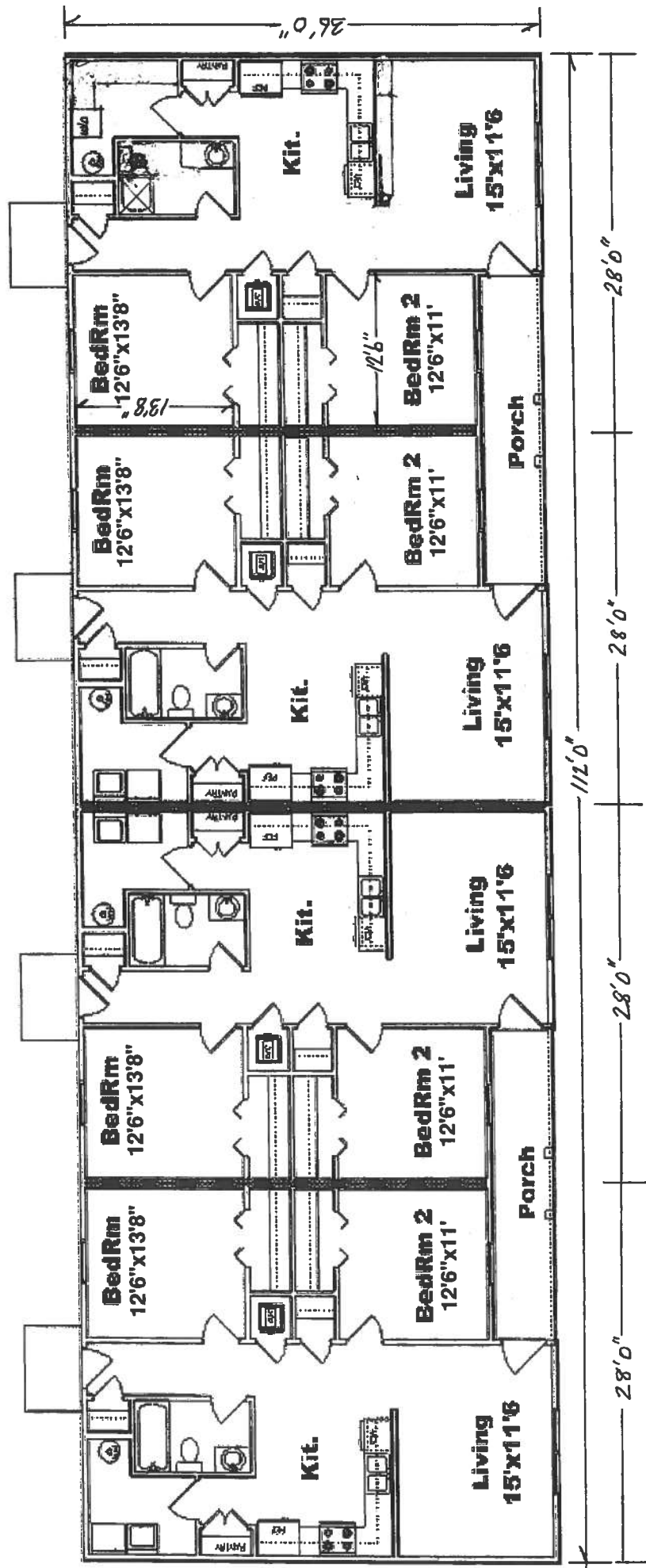
$\frac{1}{16}'' = 1'$

Canaly St.

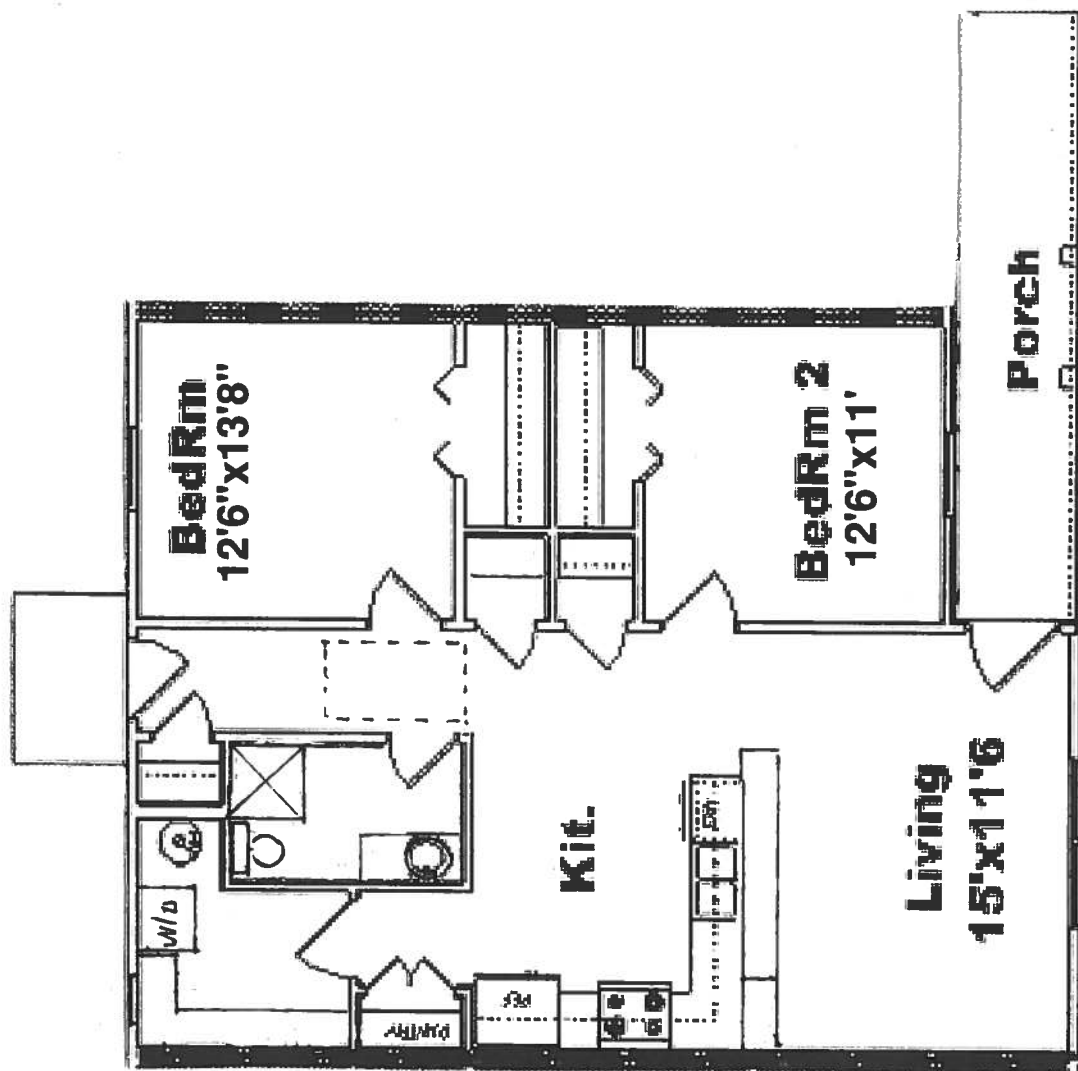




NJ Good H
03-22-15



NS G000CH
03-22-15
1/8" = 1' approx.



NJ Goodch
03-22-15



TO: Mayor and Councilmembers
FROM: City Manager Ben White
DATE: May 12, 2015
SUBJECT: Public Hearing regarding submission of nomination to create a National Register of the Farmersville Commercial Historic District

- Mary Tate will be available to answer questions or concerns.

ACTION:

- 1) Open Public Hearing and call the time.
- 2) Ask for those FOR the nomination to come forward.
- 3) Ask for those OPPOSING the nomination to come forward.
- 4) Close the Public Hearing and call the time.

National Register Historic District for Farmersville

What is the National Register of Historic Places?

The National Register is the official list of our nation's cultural resources worthy of preservation, and was authorized under the National Historic Preservation Act of 1966.

The list is maintained by the National Park Service. Properties listed in the National Register include districts, sites, buildings, structures and objects.

There are 60 Commercial Historic Districts statewide. Districts in our area include: McKinney, Denison, North Bishop Avenue (Dallas), Lancaster Avenue (Dallas), and Mineola.

Benefits of having a National Historic Register District in Farmersville

- * National recognition means that the district and its properties are significant to the Nation, the State and the community. This puts Farmersville on the map!
- * Fosters a sense of pride in the city. Helps citizens recognize the importance of preservation as an economic development tool for the city.
- * Encourages the rehabilitation of historic properties through federal and state tax incentives
- * Assistance with downtown revitalization efforts. A historic district is a "draw" for visitors, brings more tourism dollars into the local economy, and improves economic development grant opportunities.

Are there any drawbacks to a National Historic Register district?

No. Listing in the National Register does NOT interfere with a private property owner's right to alter, manage or dispose of the property. It does not affect local zoning ordinances.

The completed nomination form of 82 pages includes the following:

Statement of Significance (overview of the city's historical significance)
Boundary Map
Boundary Justification and Verbal Boundary Description
Current Photos, and List of photos
Historic Photos
Detailed Building Descriptions for 66 buildings
Bibliographic References

It is currently under review by the Texas Historical Commission. Once approved it will be forwarded by the THC to the National Park Service for final approval.

Farmersville Main Street Program



City of Farmersville
205 S. Main St.
Farmersville, TX 75442
972-784-6846 FAX 972-782-6604
a.wolf@farmersvilletx.com
www.farmersvilletx.com

May 5, 2015

To: Downtown Property Owners

Re: National Register District Nomination for Farmersville

This letter is to inform you that your property is included in the boundaries for the National Register of Historic Places nomination for the *Farmersville Commercial Historic District* that has been approved by the State Board of Review. The boundary was developed by researching the distinct commercial growth of Farmersville. Prior to approval by the National Park Service, it is our intent to notify you of this designation.

Designation can assist in building community pride, assisting in heritage tourism and spurring economic vitality. Listing on the National Register of Historic Places in no way infringes upon your rights as a property owner. In fact, the documentation resulting from the research may serve as an educational and planning tool. Property owners may find the documentation beneficial when applying for state and federal rehabilitation tax credits. These tax incentives require listing on the National Register. As a building within the district, your building may already satisfy this criteria.

A public hearing and final update on the status of the nomination will be given to the Farmersville City Council on Tuesday, May 12, 2015. The City Council meeting begins at 6 PM. The public is invited to attend and there will be a comment period; all City Council meetings are open to the public.

For more information on the National Register, see this link:
http://www.nps.gov/nr/national_register_fundamentals.htm

Sincerely,

Main Street Manager





TO: Mayor and Councilmembers
FROM: Ben White, City Manager
DATE: May 12, 2015
SUBJECT: Receive Request for Proposals for auditor services and consider, discuss and act upon awarding the auditor contract through a Letter of Understanding

- The only proposal received is attached for review.

ACTION: Accept or deny the proposal as presented.

Proposal to Provide Audit Services

City of Farmersville, Texas

Rutherford, Taylor & Company, P.C.

Certified Public Accountants

Proposal to Provide Audit Services
City of Farmersville, Texas

Contact:
Rutherford, Taylor & Company, P.C.

Mr. Robert K. Lake, CPA
2802 Washington Street
Greenville, Texas 75401
(903) 455-6252

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**RUTHERFORD,
TAYLOR &
COMPANY, P.C.**
Certified Public Accountants

2802 Washington Street

Greenville, Texas 75401

(903) 455-6252

Fax (903) 455-6667

May 1, 2015

City of Farmersville
205 South Main Street
Farmersville, TX 75442

RE: REQUEST FOR PROPOSAL

Rutherford, Taylor & Company, P.C. is pleased to respond to your request for proposal for audit services for the City of Farmersville, Texas. Our proposal includes information concerning Rutherford, Taylor & Company, P.C., our qualifications to serve as your auditors, requested information per our visit, professional fees, and other related information.

Our understanding of the services to be provided included:

- . An organization wide audit resulting in an unqualified opinion on the basic financial statements including government-wide and fund financial statements and notes to the financial statements
- . Evaluation of the City's internal accounting controls resulting in a report to the City on reportable conditions in accordance with standards issued by the General Accounting Office
- . Reporting on the City's compliance with laws and regulations as required by the General Accounting Office

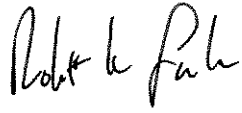
The audit will be made in accordance with auditing standards generally accepted in the United States of America, *Government Auditing Standards*, issued by the Comptroller General of the United States, and the provisions of Circular A-133 "Audits of States, Local Governments, and Non-Profit Organizations," if applicable.

We believe that the information in this proposal provides information requested by your City. We also feel that it demonstrates Rutherford, Taylor & Company, P.C. is qualified to serve as the City's independent auditors.

We appreciate this opportunity to present our qualifications, capabilities, and the approach we will use to service your needs. We believe we will provide you with outstanding professional services with the quality of personnel involved, our approach to the audit process, and the organization of our efforts.

We will be pleased to discuss any questions you may have regarding the proposal or any other matters related to the engagement at your convenience.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Robert K. Lake". The signature is written in a cursive, flowing style.

Robert K. Lake, CPA
Rutherford, Taylor & Company, P.C.

RKL/sb

Introduction

The City of Farmersville, Texas will benefit from selecting Rutherford, Taylor & Company, P.C. to complete its annual financial and compliance audit.

While all certified public accountants are bound by the same professional standards, some firms are capable of providing a service that yields more benefits to the client including recommendations and insight for and into the management process. We believe Rutherford, Taylor & Company, P.C. will provide these services to the City of Farmersville, Texas.

Experience

Rutherford, Taylor & Company, P.C. has more than thirty years experience as auditors for local governments in Texas. This experience allows the engagement team a practical understanding of your City's operations, thus enhancing the effectiveness of the audit. This effectiveness translates to less interruption of your daily schedules, efficient use of your records and facilities, and ultimately reduced costs to your City.

Our audit practice consists of many local governmental and non-profit organizations including school districts, city, county, water supply, and other government and non-profit audits. With this concentration of governmental audits, we have a large investment in this area, and continue to seek growth in this specialized field.

Personal Service

Personal service is the key to the growth and development of professional relationships with clients. The on-going relationship, including day-to-day financial reporting assistance, provides both you and us the opportunity to strive for excellence in financial reporting.

Rutherford, Taylor & Company, P.C. can provide the needed technical assistance to assure you that your records and financial reports will be timely, accurate, and informative to all interested parties.

Cost-Effective Service

The day-to-day involvement of the principals of Rutherford, Taylor & Company, P.C. enables the audit to proceed in an efficient and cost-effective manner. The principals and supporting staff have the experience, expertise, and work ethic to provide the City with assurance that audit procedures are timely, functional, and performed on a cost-effective basis.

Audit Services for the City of Farmersville, Texas: Scope and Approach

Scope of the Audit

Our audit of the City of Farmersville's Annual Financial Report will be performed in accordance with government auditing standards generally accepted in the United States of America as outlined in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our audit will include all funds and account groups for which the City exercises oversight and responsibility.

The standards outlined in the *Government Auditing Standards* are considered to be generally accepted government auditing standards and shall be adhered to in the accomplishment of our audit, by requiring additional scope, fieldwork, planning, and reporting. Government auditing standards generally accepted in the United States of America are required to be adhered to in the examination of all local government financial statements.

Internal Control Structure

We will review and evaluate the City's internal accounting controls, studying such controls to the extent we consider necessary to evaluate the system of internal accounting control as required by generally accepted auditing standards as well as the financial and compliance standards of the Comptroller General of the United States.

Opinion and Report

We will issue an opinion on the basic financial statements in accordance with generally accepted accounting principles and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. If applicable, the standards and requirements of OMB Circular A-133 relating to the Single Audit Act for federal awards will also be adhered to including all applicable reports and exhibits. These basic financial statements include but are not limited to: Statement of Net Assets, Statement of Activities, Fund Financial Statements, Proprietary Fund Financial Statements, and Notes to the Financial Statements. We will complete and return to you ten (10) copies of the Annual Financial Report and supply an electronic version for your use.

Management Letter

We will prepare, if we determine it is needed, a management letter describing noted weaknesses in internal accounting controls, observations regarding efficiency of operations, and detailed recommendations to inform you of deficiencies noted in our audit. Prior to issuing the management letter, we will review the proposed contents with City administration to confirm the accuracy of our comments and to discuss implementation considerations. We never hesitate to bring forward important matters to the attention of the administration as soon as they are discovered. This takes place usually during our fieldwork visit to the City. The objective of the management letter is to provide the City's administration and City Council with constructive comments to correct potential problems and to resolve noted deficiencies.

Audit Approach

The engagement partner will be on site during the fieldwork phase to supervise staff and answer City questions arising from the engagement. This on-going personal involvement by the engagement partner, again, allows for a timely and effective audit.

Audit Programs

An annual audit is comprised of a preliminary plan in which limits of materiality and audit risks are determined and an audit program developed. Our audit program is a standard government audit program that has been revised for its applicability to City governments. Included in this program is the utilization of analytical review and professional judgment to maximize the effectiveness of audit procedures and eliminate ineffective audit waste.

Our audit approach involves three work phases: Engagement planning, fieldwork and technical review.

Engagement Planning - In order to complete an effective and efficient audit of the City's basic financial statements, the engagement and planning phase of the audit is a critical phase. The first priority in this area will be to assure an orderly transition from the City's present auditors. We will begin with a review of that firm's workpapers, followed by a preliminary planning meeting with City staff to ensure smooth transition. Our approach to obtaining an understanding of the accounting system of the City will be to document each significant transaction cycle through the use of narratives. This planning phase will allow us to design the following three phases of the audit to ensure effectiveness as well as reliability throughout the audit process.

Fieldwork - Based upon work completed in the planning stage, we will prepare audit programs, perform compliance testing considered appropriate, and begin various types of substantive testing based on the closing of the City's general ledger for the year. The selection of audit procedures and design of audit programs is an exercise of professional judgement made by the engagement team members with the approval of the engagement partner.

Additionally, we will:

- Perform audit tests and complete preparation of audit workpapers
- Complete audit programs, procedures and conclusions
- Discuss audit findings and adjusting entries as appropriate with City administrative personnel
- Post adjusting entries and complete working trial balances
- Obtain client representations and attorney letters

Technical Review - The final phase of the audit will begin as the fieldwork ends. Activities which will be completed during the technical review phase of the audit

include:

- Engagement partner review of all workpapers to ensure compliance with technical standards, completeness, and accuracy
- Finalization and preparation of the City's Annual Financial Report
- Conferences with City administrative personnel to review the auditor's opinion, the Annual Financial Report and any preliminary management letter comments
- Issue and deliver the Annual Financial Report in accordance with the requirements of the proposal
- Present the Annual Financial Report and management letter to the City Council

The timing of each phase of the engagement will be coordinated with the City's staff to ensure that daily activities are not disrupted, yet also to ensure that the audit is timely delivered and the reports prepared.

We will begin the planning process upon engagement, and will coordinate City visits with the City's business office staff the onsite fieldwork will be completed no later than December 31. The Annual Financial Report will be presented in person to the City Council prior to a March 1 deadline.

The fee for the engagement is based on an estimate of twelve (12) hours of planning for the audit with approximately five (5) days for the fieldwork (160 hours), and an additional three (3) days (72 hours) for the finalization inside our office. Our day also relates to an 8 - 10 hour time period. This extended day provides for less travel time, decreased interruptions of your daily activities and a concentrated work ethic. All fees are estimated using our standard rates ranging in amounts from \$ 75 to \$ 200 per hour.

Independence

Conformity with the rules of professional conduct requires that a certified public accountant be independent, in fact and appearance, with respect to a client for whom he or she is issuing a report on financial statements. With respect to this engagement on behalf of the City of Farmersville, the firm and all proposed audit team members are independent regarding direct and indirect financial interest.

Longevity of Relationship

Many hours are required in a first time audit of an entity to study the systems and procedures to prepare appropriate audit programs and to assemble complete permanent files of documents needed during the audit. We believe that each year's service will provide added value to the City. And, as such, a long term relationship can prove to serve the needs of both the independent auditor as well as the City.

Our Qualifications to Perform Audit Services

Rutherford, Taylor & Company, P.C. is well qualified to provide the audit services requested by the City of Farmersville. The ability of the firm to provide cost effective audit services and timely consulting services is shown most prominently by its long term relationships with many of its clients.

Firm Profile

Rutherford, Taylor & Company, P.C. is a local certified public accounting firm providing auditing, tax, and consulting services to the public sector in the north central Texas area from its offices in Greenville and Farmersville.

A full range of accounting, auditing, tax, and consulting services are provided to a variety of clients. Major clients include Texas public school districts, cities, counties, municipalities, water supply corporations, and other local governmental and non-profit units. Because of our firm's strong emphasis in government accounting and auditing, all professionals and supporting staff members are experienced in governmental accounting procedures. This experienced staff will allow for services to be rendered in an efficient and timely manner.

Rutherford, Taylor & Company, P.C. traces its origin to 1952 and has served the community and area continuously since its inception. Presently, Michael E. Taylor is the firms managing shareholder. He has 41 years of governmental accounting and auditing experience. Robert K. Lake is the audit shareholder for the firm. He has 34 years of governmental accounting and auditing experience.

Quality Review

Rutherford, Taylor & Company, P.C. is presently enrolled in the Texas Society of Certified Public Accountants quality review program. This enrollment began in 1989 with the adoption of the requirement for review by the American Institute of Certified Public Accountants, Texas Society of Certified Public Accountants, and the inclusion of the quality review provision as a requirement for completing governmental audits in the *Governmental Auditing Standards* as issued by the Comptroller General of the United States. The program requires an in-house review once every three years in accordance with those standards. The Firm's first review was conducted in December, 1991 and an unqualified report was issued. Reviews were completed in each of the following subsequent three year periods. Each review concluded with an unqualified opinion being issued by the engaged firm. A copy of our most recent report is included in this proposal as an exhibit.

Experience

Rutherford, Taylor & Company, P.C. has the training, technical competence, and experience to perform the services needed in this engagement. Many local governments have sought out and engaged Rutherford, Taylor & Company, P.C. over the years to provide audit services because of our capabilities and experience.

Rutherford, Taylor & Company, P.C. provides its clients with a full range of accounting, auditing, single audit, and financial reporting services. Many of the

services we provide to the area local governments are very similar to the types of services the City of Farmersville is requesting.

We have a depth of experience serving all types and sizes of government organizations. Our clients range from small municipalities to larger counties and school districts. We provide these clients with a full range of services including, their Annual Financial Report as well as other day-to-day requests concerning accounting procedures, information reporting, and other internal control and compliance assistance. To support our qualifications in this regard, we are providing an enclosed exhibit containing a partial list of governmental audits we are currently engaged. The list is a variety of local government clients to support our claim for extensive knowledge of governmental accounting and auditing procedures. We invite you to contact any of the individuals listed on the exhibit to discuss the services we have rendered to their entity.

Audit Team

The audit team will be headed by Robert K. Lake, the firm's audit shareholder. He will be on-site during the engagement to direct all audit team members and to answer questions relating to accounting controls and procedures.

Office professional staff members will comprise the remaining professional staff in the engagement. They are trained to complete specific engagement tasks thus minimizing audit waste through efficiency.

In addition to the engagement partner and the professional staff, the firm will assign other clerical staff to perform necessary engagement steps to complete the procedures in a timely manner. Those members will be selected for their technical ability, engagement specialty, and experience.

Resumes on the firm's professional staff are included as exhibits in this proposal.

Continuing Professional Education

In accordance with firm policies and government auditing standards, each professional is required to obtain 120 hours of continuing professional education every three years with a minimum of 20 in any one year. Annually, each staff professional receives training in specialized areas including governmental accounting and auditing. The firm's policies and staff courses are reviewed during the quality review process to ensure compliance with *Government Auditing Standards*. Each professional's resume, included in this proposal as an exhibit, lists the continuing professional education courses attended within the last two years which relate to governmental accounting and auditing.

City Assistance

Rutherford, Taylor & Company, P.C. will prepare all audit workpapers, schedules, auditor proposed and City approved adjusting journal entries, and the entire Annual Financial Report. However, we will request the City's staff for assistance in certain areas. Typically, these will be minor in relation to the overall tests performed. These tasks will include, but are not limited to, a summary to determine the highest cash in bank during the fiscal year, a listing of investments and earnings, and a summary of accounts payables and receivables at year end. Other requests such as schedules of federal expenditures, schedules of bad debts

in the proprietary funds, capital asset detailed listings and appropriate depreciation and the schedule of federal expenditures could be requested. These requests are minor and usually involve adding numbers or other minimal tasks. These areas are minimal in relation to the overall audit tests to be performed and financial statements to be prepared.

Other Matters

Rutherford, Taylor & Company, P.C. is, nor ever has been, publicly or privately reprimanded by the Texas State Board of Public Accountancy.

Based on the information provided in your request for proposal, it appears that no specialist or consultants will be used outside of those presently engaged or employed by the City. Those specialists presently employed could include the City's accounting software and tax accounting providers.

Additional Services

In addition to providing traditional accounting, auditing, and tax services, Rutherford, Taylor & Company, P.C. provides a wide range of other consulting services that can benefit the City of Farmersville both now and in the years to come. Some of the financial and consulting services that may be of interest to the City are outlined below.

Tax Information Reporting - All businesses have been affected by various new and constantly changing Internal Revenue Service information reporting requirements. Reporting requirements have become increasingly complex and pervasive, and the Internal Revenue Service is assessing substantial penalties for noncompliance much more frequently.

Management Consulting - Rutherford, Taylor & Company, P.C. can provide a full range of financial and management advisory services to assist the City's administration and City Council in its daily operations. In today's business environment, the best advice possible is necessary to minimize costs, potential risks, and inefficient operational activities. The various management consulting services would include the following:

- **Organizations Design and Development** - including report design, paper flow, record retention and management, organizational reporting and development, and departmental responsibilities.
- **Financial Management** - including daily cash management, short-term investment management, cash budgeting, capital budgeting, methods of financing, and depository contract and bank proposals.
- **Compliance Management** - including review of policies and procedures with regards to federal and state compliance requirements.

Professional Fees

Our fees are based on the time required by professional staff members to perform the engagement. We attempt to keep our time to a minimum by working closely with City personnel. Estimates of our time requirements and our fee are based on the size of the City and our experience providing similar services to other City's as well as our review of the City's financial report and accounting records. The estimate is based on the assumption that we will not encounter any significant unusual circumstance during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

In accordance with the rules of professional conduct of the State Board of Public Accountancy, a firm cannot make a competitive bid for professional services. A fee estimate may be given as long as it is understood that the firm will not have its independence impaired by being bound to the estimated amount if conditions change which require extensive additional services. We do not, however, render a fee estimate without careful consideration and deliberation. Our fee will be based on the assumption that the reporting requirements of the City will be substantially the same as in prior years.

Our fee estimate will include the preparation of ten (10) copies of the Annual Financial Report. Should the City want to use an alternative method for producing the reports, we will provide a camera ready copy to the City; however, the fee estimate will not be reduced. We will produce additional copies of the report at a cost of \$ 20 per copy.

Fee Estimates – 2014 - 2015 year	\$	15,400
Fee Estimates – 2015 - 2016 year	\$	15,925
Fee Estimates – 2016 - 2017 year	\$	16,475

The City could be subject to the requirements of the Single Audit Act and OMB Circular A-133 if federal funding received exceeds a \$ 500,000 threshold. If the threshold is exceeded, additional audit requirements including internal control documentation and testing of controls over compliance would be required. These additional audit procedures and financial reporting would increase the fee estimate. We anticipate the additional time involved would increase the fee approximately \$ 2,800 for the 2014-2015 audit period. This additional fee would be increased if the City obtained multiple sources of federal funds which would require audit tests to be expanded. The fee estimated above would be modified in future years to cover the costs of increases in the marketplace. If these Single Audit requirements are not exceeded, the additional amount would not be needed.

An annual engagement letter will be issued to cover the terms of the engagement. Any extensions will be addressed in the year the engagement letter is issued. We believe the fee will continue to increase based on a 3.5% to 4.0% increase. However, the records and reporting requirements could modify the amounts estimated in this proposal.

Conclusion

The most valuable asset we have as a firm is our reputation as a quality provider of services. We will never compromise the quality of our work in order to complete a job within the number of hours estimated. You can be sure that we will do as much work as necessary in our professional judgment to determine that the reports are well documented and responsive to the needs of the City.

Our firm's philosophy is to perform quality professional services as requested by the City in an efficient and cost effective manner which allows the City to maximize its financial resources yet obtaining an effective and informative audit. We intend to provide the City with our technical capabilities and personal attention that are our trademark in the governmental auditing field.

PROPOSER QUALIFICATIONS

ROBERT K. LAKE, CPA

School Audit Experience: 34 years

Percentage of Time on Site: 100%

Jobs Held: Staff to Engagement Shareholder

Educational Background: Bachelor of Business Administration
Baylor University - May, 1980

Seminars Attended:

- OMB Circular A-133 Update – August 2014
- Annual Yellow Book Update – July 2013
- Texas Schools Accounting and Auditing Update – June 2014
- Texas School District Accounting and Auditing Conference – June 2014
- Single Audit Conference – October 2013
- Auditware Annual Update – August 2013
- Annual Yellow Book Update – July 2013
- Texas Schools Accounting and Auditing Update – June 2013
- Texas School District Accounting and Auditing Conference – June 2013
- Contemporary Accounting Ethics and Related Issues – March 2013
- Federal Tax Update – February 2013
- Texas Schools Accounting and Auditing Update – June 2012
- Texas School District Accounting and Auditing Conference – June 2012
- Annual Yellow Book Update – August 2011
- Auditware Annual Update – July 2011
- Texas Schools Accounting and Auditing Update – June 2011
- Texas School District Accounting and Auditing Conference – June 2011
- State & Local Government Financial Statement Audits – April 2011
- Auditor's Risk Assessment Process – July 2010
- Yellow Book University – Auditing State & Local Governments – June 2010
- Yellow Book University – Performing Effective Single Audits – June 2010
- Texas Schools Accounting and Auditing Update – June 2010
- Texas School District Accounting and Auditing Conference – June 2010

Certifications:

- Certified Public Accountant - September 1982
- Certificate of Educational Achievement - Government Accounting and Auditing - November 1989

Professional Organizations:

- American Institute of Certified Public Accountants
- Texas Society of Certified Public Accountants
- Texas Association of School Business Officials

Other Experience:

Engagement shareholder on audits of municipalities, counties and various other government agencies and nonprofit organizations.

CLIENT PROFILE

FINANCIAL AND COMPLIANCE AUDIT SERVICES

<u>GOVERNMENTAL ENTITIES</u>	<u>YEARS</u>	<u>PERSON TO CONTACT</u>	<u>NUMBER</u>
City of Farmersville	23	Daphne Hamlin, Finance Director	(972) 782-6151
City of Emory	2	Angie Allen, Finance Director	(903) 473-2465
Hunt County	6	John Horn, County Judge	(903) 408-2123
8 th District Adult Probation	15	John Perry, Chief Officer	(903) 885-8041
8 th District Juvenile Probation	15	John Perry, Chief Officer	(903) 885-8041
Northeast Texas Rural Rail Trans. District	12	Angie Huie, Manager	(903) 454-8392
Gober Municipal Utility District	12	Barry Young, General Manager	(903) 583-9496
Caddo Basin Special Utility District	30+	Leahman Bryant, General Manager	(903) 527-3504
Cash Special Utility District	26	Clay Hodges, General Manager	(903) 883-2695
Rose Hill Special Utility District	7	Vickie Armstrong, General Manager	(972) 932-3077

<u>OTHER AUDIT ENTITIES</u>	<u>YEARS</u>	<u>PERSON TO CONTACT</u>	<u>TELEPHONE NUMBER</u>
BHP Water Supply Corporation	9	Shelly Webb, Office Manager	(972) 336-2154
Lavon Special Utility District	20	Camille Reagan, Office Manager	(972) 843-2101
Miller Grove Water Supply Corporation	17	Saundra Garrett, Office Manager	(903) 459-3383
North Hunt Water Supply Corporation	8	Stacy Nicholson, Office Manager	(903) 886-3458
Rockwall County Appraisal District	10	Patricia Davis, Chief Appraiser	(972) 771-7777

CLIENT PROFILE

FINANCIAL AND COMPLIANCE AUDIT SERVICES

DISTRICT NAME	YEARS ENGAGED	CONTACT PERSON	CONTACT NUMBER
Alba-Golden Independent School District	16	Brenda Kelley, Business Manager	(903) 768-2472
Anna Independent School District	5	Pete Slaughter, Superintendent	(972) 924-1000
Aubrey Independent School District	29	James Monaco, CFO	(940) 668-0060
Avinger Independent School District	17	Jacquelyn Smith, Superintendent	(903) 562-1271
Bland Independent School District	30+	Bryan Clark, Superintendent	(903) 776-2239
Boles Independent School District	8	Graham Sweeney, Superintendent	(903) 883-4464
Caddo Mills Independent School District	30+	Kathy Weis, Assistant Superintendent	(903) 527-6056
Campbell Independent School District	4	Crystal Shirley, Business Manager	(903) 862-3259
Canton Independent School District	17	Denise Stone, Business Manager	(903) 567-4179
Chapel Hill Independent School District	8	Sharon Deason, Exec. Director Finance	(903) 566-2441
Commerce Independent School District	3	John Walker, Business Manager	(903) 886-3755
Community Independent School District	30+	Cole McClendon, Superintendent	(972) 843-8400
Coppell Independent School District	8	Kelly Penny, CFO	(214) 496-6004
Fruitvale Independent School District	3	Susan McCann, Business Manager	(903) 896-1191
Greenville Independent School District	30+	Billy Myers, CFO	(903) 457-2500
Hawkins Independent School District	27	Robby Fair, Business Manager	(903) 769-2181
Howe Independent School District	4	Julie Snapp, Business Manager	(903) 532-3228
Lone Oak Independent School District	30+	Donna Scoggins, Business Manager	(903) 662-5427
Mount Vernon Independent School District	12	June Malone, Business Manager	(903) 537-2546
North Hopkins Independent School District	9	Donna George, Superintendent	(903) 945-2192
Ore City Independent School District	3	Talina McIlheny, Business Manager	(903) 968-3300
Pottsboro Independent School District	17	Donna Henderson, Business Manager	(903) 786-3051
Quinlan Independent School District	30+	Billie Miller, Business Manager	(903) 356-3070
Quitman Independent School District	4	Melinda McGinnins, Business Manager	(903) 763-5000
Rains Independent School District	17	Jeff Fisher, Business Manager	(903) 473-2222
Rio Vista Independent School District	5	Tim Wright, Superintendent	(817) 373-2241
Roxton Independent School District	24	Jeff Hall, Superintendent	(903) 346-3213
Royse City Independent School District	30+	David Carter, CFO	(214) 635-2413
Sulphur Springs Independent School District	26	Sherry McGraw, Business Manager	(903) 885-7761
Van Independent School District	17	Danny Morrow, Business Manager	(903) 963-7958
White Oak Independent School District	7	Tami Demers, Business Manager	(903) 291-2204
Winona Independent School District	16	Sheila Bowie, Business Manager	(903) 939-4021
Wolfe City Independent School District	26	Julie Cupp, Business Manager	(903) 496-2283
Yantis Independent School District	8	Lisa Burchfield, Business Manager	(903) 383-2462



TO: Mayor and Councilmembers
FROM: Ben White, City Manager
DATE: May 12, 2015
SUBJECT: Consider, discuss and act upon a proposal to amend the Comprehensive Zoning Ordinance to allow an event center as an approved land use

- A proposed ordinance is attached for review.

ACTION: Approve or disapprove submitting this request to Planning & Zoning Commission.

ORDINANCE NO. O-2015-____-____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FARMERSVILLE, TEXAS, AMENDING THE CODE OF ORDINANCES, CITY OF FARMERSVILLE, TEXAS, AS HERETOFORE AMENDED THROUGH THE AMENDMENT OF CHAPTER 77, "ZONING," BY AMENDING SECTION 77-1, "DEFINITIONS," TO ADD A DEFINITION FOR THE USE "BANQUET/MEETING HALL," BY AMENDING THE USE CHART LABELED "SECTION 77-97. EDUCATIONAL AND INSTITUTIONAL USES" TO ADD "BANQUET/MEETING HALL" AS A USE PERMITTED IN THE HIGHWAY COMMERCIAL (HC) DISTRICT ONLY, WITH A SPECIFIC USE PERMIT, BY AMENDING ARTICLE V, "STANDARDS AND REGULATIONS," BY AMENDING DIVISION 7, "OTHER REGULATIONS," BY ADDING A NEW SECTION 77-376 ENTITLED "SPECIAL REGULATIONS FOR THE ISSUANCE OF SPECIFIC USE PERMITS FOR CERTAIN USES" TO SPECIFY THE TYPE OF ROADWAY ACCESS NEEDED, AND REQUIRING THE SUBMISSION OF A SITE PLAN FOR A "BANQUET/MEETING HALL," AND BY AMENDING SECTION 77-273, "NONRESIDENTIAL USES," TO SPECIFY THE NUMBER OF PARKING SPACES REQUIRED FOR A "BANQUET/MEETING HALL,"; REPEALING ALL CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; PROVIDING A PENALTY; PROVIDING FOR INJUNCTIVE RELIEF; PROVIDING FOR PUBLICATION; PROVIDING FOR ENGROSSMENT AND ENROLLMENT; PROVIDING A SAVINGS CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, after public notice and public hearing as required by law, the City of Farmersville, Texas (the "City"), Planning and Zoning Commission has recommended a change in the text of Chapter 77, "Zoning," of the City of Farmersville, Code of Ordinances (the "Farmersville Code") regarding a new use identified as "Banquet/Meeting Hall" as described herein and has recommended amending the Farmersville City Code accordingly; and

WHEREAS, all legal requirements, conditions, and prerequisites have been complied with prior to this recommended text amendment coming before the City Council of the City of Farmersville (the "City Council"); and

WHEREAS, the City Council, after notice and public hearing as required by law and upon due deliberation and consideration of the recommendation of the Planning and Zoning Commission and of all testimony and information submitted during said public hearings, the City Council is of the opinion and finds that the change of such zoning text will not be detrimental to the public health, safety, or general welfare of the citizens of the City, and will promote the best and most orderly development of the property affected thereby, and as well the owners and occupants thereof, and the City generally;

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

SECTION 1: FINDINGS INCORPORATED

All of the above premises are hereby found to be true and correct legislative and factual determinations of the City and are hereby approved and incorporated into the body of this Ordinance as if copied in their entirety.

SECTION 2: AMENDMENT OF SECTION 77-1, "DEFINITIONS," TO ADD A DEFINITION FOR THE USE "BANQUET/MEETING HALL"

From and after the effective date of this Ordinance, Chapter 77, "Zoning," is hereby amended by amending Section 77-1, "Definitions," to add a definition for the use "Banquet/Meeting Hall," in alphabetical order, to the current list of definitions to read as follows:

"Banquet/Meeting Hall. An establishment that is leased on a temporary basis before the day of the event by individuals or groups who reserve the facility to accommodate private functions, including, but not limited to, banquets, weddings, anniversaries, receptions, business and organizational meetings, and other similar functions, to which the general public is not admitted and for which no admission charge is imposed. Such establishments may include kitchen facilities for the preparation of food or catering of food and areas for dancing, dining, and other entertainment activities that customarily occur in association with banquets, weddings, or receptions."

SECTION 3: AMENDMENT OF SECTION 77-97, "EDUCATIONAL AND INSTITUTIONAL USES" BY ADDING "BANQUET/MEETING HALL" AS A USE PERMITTED IN THE HIGHWAY COMMERCIAL (HC) DISTRICT, WITH A SPECIFIC USE PERMIT

From and after the effective date of this Ordinance, Section 77-97 of the Farmersville Code, entitled "Educational and Institutional Uses," is hereby amended to insert the use "Banquet/Meeting Hall" into said use chart in alphabetical order as a use permitted in the Highway Commercial (HC) District only, with a Specific Use Permit, to read as follows:

Type of Use	A	SF-1	SF-2	SF-3	2F	MF-1	MF-2	P	O	N	G	C	H	C	I-1	I-2	PD
Banquet / Meeting Hall (**)													S				

SECTION 4: AMENDMENT OF DIVISION 7, “OTHER REGULATIONS,” BY ADDING A NEW SECTION 77-376 ENTITLED “SPECIAL REGULATIONS FOR THE ISSUANCE OF SPECIFIC USE PERMITS FOR CERTAIN USES” TO SPECIFY THE TYPE OF ROADWAY ACCESS NEEDED, AND REQUIRING THE SUBMISSION OF A SITE PLAN, FOR A “BANQUET/MEETING HALL”

From and after the effective date of this Ordinance, Division 7, “Other Regulations,” is hereby amended by adding a new Section 77-376 entitled “Special Regulations for the Issuance of Specific Use Permits for Certain Uses” to read as follows:

“Sec. 77-376. - Special Regulations for the Issuance of Specific Use Permits for Certain Uses

A. Banquet/Meeting Hall.

1. Access to the lot on which the use is situated must be from an arterial or major collector street as identified on the City’s Thoroughfare Development Plan.
2. The Applicant shall submit a site plan and landscape plan in addition to any other plans that may be required by the City’s ordinances, drawn to scale and sealed by a professional engineer or professional architect licensed by the State of Texas with the Specific Use Permit application for consideration and approval by the Planning & Zoning Commission and the City Council.”

SECTION 5: AMENDMENT OF SECTION 77-273, “NONRESIDENTIAL USES,” TO SPECIFY THE NUMBER OF PARKING SPACES REQUIRED FOR A “BANQUET/MEETING HALL”

From and after the effective date of this Ordinance, Section 77-273, “Nonresidential Uses,” is hereby amended to specify the number of parking spaces required for a “Banquet/Meeting Hall” by inserting the following phrase into the existing list as Subparagraph (2) and renumbering the remainder of the list accordingly:

- “(2) Banquet/Meeting Hall: Ten spaces for each 1,000 square feet of gross floor area.”

SECTION 6: REPEALER

This Ordinance shall be cumulative of all other Ordinances, resolutions, and/or policies of the City, whether written or otherwise, and shall not repeal any of the provisions of

those ordinances except in those instances where the provisions of those ordinances are in direct conflict with the provisions of this Ordinance. Any and all Ordinances, resolutions, and/or policies of the City, whether written or otherwise, which are in any manner in conflict with or inconsistent with this Ordinance shall be and are hereby repealed to the extent of such conflict and/or inconsistency.

SECTION 7: SEVERABILITY

It is hereby declared to be the intent of the City Council that the several provisions of this Ordinance are severable. In the event that any court of competent jurisdiction shall judge any provisions of this Ordinance to be illegal, invalid, or unenforceable, such judgment shall not affect any other provisions of this Ordinance which are not specifically designated as being illegal, invalid, or unenforceable.

SECTION 8: PENALTIES FOR VIOLATION

Any person, firm, corporation or business entity violating this Ordinance shall be deemed guilty of a misdemeanor, and upon conviction thereof shall be fined any sum not exceeding Two Thousand Dollars (\$2,000.00). Each continuing day's violation under this Ordinance shall constitute a separate offense. The penal provisions imposed under this Ordinance shall not preclude the City of Farmersville from filing suit to enjoin the violation. The City of Farmersville retains all legal rights and remedies available to it pursuant to local, state and federal law.

SECTION 9: INJUNCTIVE RELIEF

Any violation of this ordinance can be enjoined by a suit filed in the name of the City of Farmersville in a court of competent jurisdiction, and this remedy shall be in addition to any penal provision in this ordinance or in the Code of the City of Farmersville.

SECTION 10: PUBLICATION

The City Secretary is hereby directed to publish in the Official Newspaper of the City of Farmersville the Caption, Penalty, and Effective Date Clause of this Ordinance as required by Section 52.011 of the Local Government Code.

SECTION 11: ENGROSSMENT AND ENROLLMENT

The City Secretary of the City of Farmersville is hereby directed to engross and enroll this Ordinance by copying the exact Caption and the Effective Date Clause in the minutes of the City Council of the City of Farmersville, and by filing this Ordinance in the Ordinance records of the City.

SECTION 12: SAVINGS

All rights and remedies of the City of Farmersville are expressly saved as to any and all violations of the provisions of any Ordinances which have accrued at the time of the effective date of this Ordinance; and, as to such accrued violations and all pending litigation, both civil and criminal, whether pending in court or not, under such Ordinances, same shall not be affected by this Ordinance but may be prosecuted until final disposition by the courts.

SECTION 13: EFFECTIVE DATE

This Ordinance shall take effect immediately from and after its passage and publication as required by law.

PASSED on first and final reading on the ____ day of _____, 2015, 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 ____ DAY OF _____, 2015.

APPROVED:

Joseph E. Helmberger, P.E., Mayor

ATTEST:

Edie Sims, City Secretary



TO: Mayor and Councilmembers
FROM: Ben White, City Manager
DATE: May 12, 2015
SUBJECT: Reorganize Boards and Commissions and appoint a Council Liaison to each Board and Commission respectively

- A spreadsheet is attached with current and outgoing board members along with those who have applied to serve

ACTION: Appoint members to Boards, Commissions and Liaisons.

FEDC (Council Liaison: Joe Helmberger) 2 members must live in City/3 members can be non-residents 2 Terms -3yrs ea	FCDC (Council Liaison: Jim Foy) All members must live in Fisd 2 Terms - 2 yr ea	Building & Property Standards (Council Liaison: John Politz) All members must live in City 2 Terms - 3 yr ea	Capital Improvement Advisory Commission / Planning & Zoning Commission (Council Liaison: John Klostermann) All members must live in City 2 Terms - 3 yr ea	Library/Civic Center Board (Council Liaison: Michael Hesse) No residency requirements 2 Terms - 3 yr ea	Main Street All members must be City residents OR Fisd OR have business in Main St District 1 Term - 3 yr ea	Parks & Recreation Board (Council Liaison: Russell Chandler) 2 members must live in City/2 members can live in Fisd 2 Terms - 3 yr ea	Senior Citizens Advisory Committee (Council Liaison: John Klostermann) 3 members must live in City/2 members must live in Fisd 2 Terms - 3 yr ea	TIRZ	North Texas Municipal Water District (Liaison: Bill Harrison) (Needs Replacement)	Texoma Housing Partners (Liaison: Ben White)	Farmersville ISD (Council Liaison: Jim Foy)
EXISTING BOARD MEMBERS											
Bob Collins 2nd Term 5/13 – 5/16	Leaca Caspari 1st Term 5/12 – 5/14 (Needs Replacement)	Autumn Barton 1st Term 5/13 – 5/16	Craig Overstreet 2nd Term 5/14 – 5/17	Judy Brandon 2nd Term 5/14 – 5/17	Anne Hall 1st Term 5/14 - 5/17	Charles Casada 1st Term 5/14 – 5/17	Chad Dillard 1st Term 5/14 - 5/17	Joe Helmberger Chairman term ends annually			
Robbie Tedford 2nd Term 5/12 – 5/15 (Needs Replacement)	Dick Seward 2nd Term 5/14 – 5/16	Chris Calverley 1st Term 5/15 – 5/18	Charles Casada 1st Term 5/14 – 5/17	Leaca Caspari 1st Term 5/14 - 5/17 (Needs Replacement)	Andy Washam 1st Term 5/12 – 5/15 (Up for Renewal)	Autumn Barton 1st Term 5/13 – 5/16	Britt Leigh Pollard 1st Term 5/14 - 5/17	Robbie Tedford 2nd Term 10/2013 - 12/2015 (Needs Replacement)			
Kris Washam 1st Term 5/13 – 5/16	Paul D. Kelly 2nd Term 5/14 – 5/16	Autumn Barton 1st Term 5/13 – 5/16	Chad Dillard 1st Term 5/14 – 5/17	Sarah Odom 1st Term 5/12 – 5/15 (Up for Renewal) (Received Renewal Application)	Margaret Vigil 2nd Term 5/13 – 5/16	Glen Bagwell 1st Term 5/12 – 5/15 (Up for Renewal) (Received Renewal Application)	Billy J Harrison 1st Term 5/13 – 5/16	Stefanie Hurst 2nd Term 10/2013 - 12/2015 (Needs Replacement)			
Chris Lair 2nd Term 5/13 – 5/16	John Garcia 1st Term 5/14 - 5/16	Frank Delorantis Completing Huddleston's term 1st Term ends 5/16	Patti Ford 2nd Term ends 5/15 (Needs Replacement)	Rafiq Huddleston 1st Term 5/13 – 5/16	Sarah Jackson-Butler 1st Term 9/13 – 5/16	Marianne Politz 2nd Term 5/12 – 5/15 (Needs Replacement)	Rafiq Huddleston 1st Term 5/13 – 5/16	Chris Hill 2nd Term 10/2013 - 12/2015 (Needs Replacement by County Commissioners)			
Kevin Meguire 1st Term 5/12 – 5/15 (Up for Renewal) (Received Renewal Application)	David Ketcher 1st Term 5/13 – 5/15 (Position Up for Renewal - David resigned)	Patti Ford 2nd Term 5/13 – 5/15 (Needs Replacement)	Mark Vincent 1st Term 9/12 – 5/15 (Up for Renewal)	Sharon Spangler 1st Term 9/13 – 5/16	Matthew Busby 2nd Term 5/12 – 5/15 (Needs Replacement)	Todd Rolen 1st Term Began 5/13 – Term ends 5/16 (Received Renewal Application)	Tom Waitschies 2nd Term 5/14 – 5/17 (Needs Replacement)	Cheryl Williams 2nd Term 10/2013 - 12/2015 (Needs Replacement by County Commissioners)			
	Donna Williams 1st Term 5/13 – 5/15 (Up for Renewal) (Received Renewal Application)	Anne Hall 1st Term 5/14 - 5/17	Todd Rolen 1st Term 5/13 – 5/15 (Up for Renewal) (Received Renewal Application)			Mark Vincent 2nd Term 5/12 – 5/15 (Needs Replacement)					
	Barbara Stooksberry 1st Term 5/13 – 5/15 (Needs Replacement)		Bryce Thompson 1st Term 5/12 – 5/15 (Up for Renewal) (Received Renewal Application)								
FEDC	FCDC	Building & Property Standards	Capital Improvement Advisory Commission / Planning & Zoning Commission	Library/Civic Center Board	Main Street	Parks & Recreation Board	Senior Citizens Advisory Committee	TIRZ	North Texas Municipal Water District	Texoma Housing Authority	Farmersville ISD

POTENTIAL BOARD MEMBERS							
	Christi Adams (lives outside City Limits & meets residency qualifications) [1st Choice]				Christi Adams (lives outside City Limits & meets residency qualifications) [2nd Choice]		
Glenn Bagwill (meets all residency requirements [4th Choice])	Glenn Bagwill (meets all residency requirements [3rd Choice])	Glenn Bagwill (meets all residency requirements [5th Choice])	Glenn Bagwill (meets all residency requirements [2nd Choice])	Glenn Bagwill (meets all residency requirements [7th Choice])	Glenn Bagwill (meets all residency requirements [6th Choice])	Glenn Bagwill (meets all residency requirements [1st Choice])	Glenn Bagwill (meets all residency requirements [8th Choice])
					Kim Smith-Cole (lives outside City Limits & meets residency qualifications) [1st Choice]		
Mike Goldstein (lives outside City Limits & meets residency qualifications) [1st Choice]	Mike Goldstein (lives outside City Limits & meets residency qualifications) [2nd Choice]						
				Suzie Grusendorf (lives outside City Limits) [1st Choice]		Suzie Grusendorf (lives outside City Limits) [2nd Choice]	Suzie Grusendorf (lives outside City Limits) [3rd Choice]
				Glenda Hart (meets all residency requirements [2nd Choice])	Glenda Hart (meets all residency requirements [1st Choice])		
Jason Lane (meets all residency requirements [1st Choice])	Jason Lane (meets all residency requirements [4th Choice])			Jason Lane (meets all residency requirements [3rd Choice])	Jason Lane (meets all residency requirements [2nd Choice])		
Craig Overstreet (meets all residency requirements) [1st Choice]							
	Bettye Petree (lives outside City Limits & meets all residency qualifications) [1st Choice]					Bettye Petree (lives outside City Limits & meets all residency qualifications) [2nd Choice]	
Diane Piwko (meets all residency requirements) [1st Choice]	Diane Piwko (meets all residency requirements) [2nd Choice]				Diane Piwko (meets all residency requirements) [2nd Choice]		
	Kim Potter (meets all residency qualifications) [1st Choice]				Kim Potter (meets all residency qualifications) [2nd Choice]		
				Wyndi Veigel (no residency requirements) [1st Choice]			
		Andy Washam (meets all residency requirements) [2nd Choice]			Andy Washam (meets all residency requirements) [1st Choice]		
	Donna Williams (lives outside City Limits & meets all residency qualifications) [1st Choice]				Donna Williams (lives outside City Limits & meets all residency qualifications) [1st Choice]		

Wayne May
(meets board requirements)



TO: Mayor and Councilmembers

FROM: Ben White, City Manager

DATE: May 12, 2015

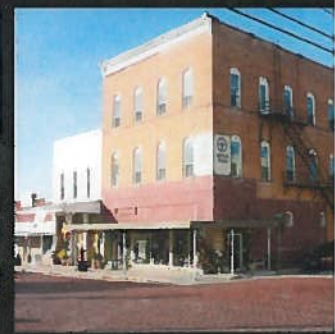
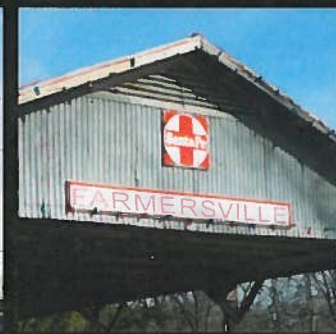
SUBJECT: Receive planner presentations from Halff Associates, Inc. and Tharp Planning Group regarding planning services for the Towne Centre Project

- Each presenter will have 10 minutes to give a presentation before the Council.

ACTION: Receive information and offer opportunity to negotiate a contract for the Towne Centre Project.

Presenter

1



Planning and Development Services for a Towne Centre

Statement of Qualifications (SOQ)

January 9, 2015

City of Farmersville, Texas

Farmersville EDC



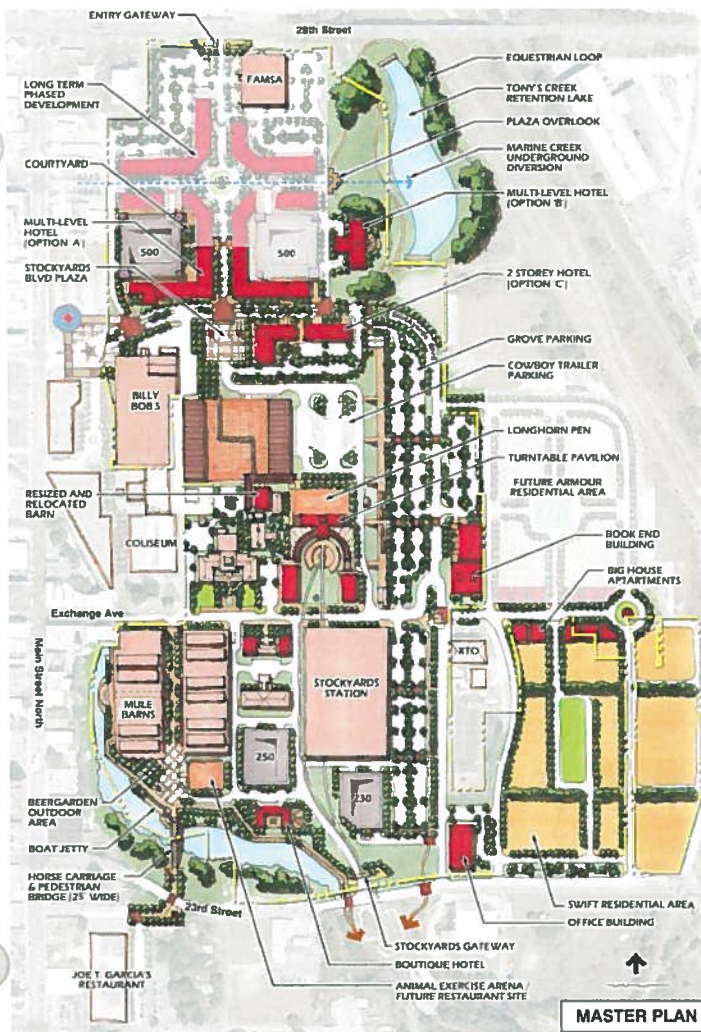


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January 8, 2015

14.9769

Mr. Benjamin White, PE, City Manager
City of Farmersville
205 S. Main Street
Farmersville, Texas 75442

RE: Statement of Qualifications for Planning and Development Services

Dear Mr. White:

The Halff team is excited to present our Statement of Qualifications (SOQ) for Planning and Development Services for the City of Farmersville and the Farmersville Economic Development Corporation (FEDC). With the Halff team's extensive experience working in towns and cities like yours we are perfectly suited to be your partner in this important endeavor. Fundamentally, this effort is about creating an amazing destination to serve Farmersville's needs in a regional context by strengthening the city's beautiful downtown and creating a place for innovation, community cohesion, real estate investment, and economic sustainability.

Halff Associates, Inc. (Halff) is known for 65 years of planning and engineering expertise in Texas and is widely recognized for the quality and creativity of its staff. In the past decade alone, Halff has been recognized more than 30 times nationally, statewide, and locally for planning excellence. Much of this recognition is because we focus our energy and creativity on select projects where the opportunity exists to have a meaningful impact. We invite you to talk to our clients (listed in this submittal) and ask them about the creativity and quality of our work and our commitment to meeting project milestone delivery schedules. They can also attest to our record of performance in the field and our record of integrity and ethics.

For this initiative we propose a two-phased approach. During the first phase: crafting of the **Towne Centre Master Plan** we will do the necessary site analysis, public engagement and visioning to prepare a Master Plan that describes in graphic and written format the overall intent of the Farmersville Towne Centre. The final Master Plan document will include design principles, plans, diagrams, elevations, perspectives and incremental implementation strategies that help illustrate the vision for Towne Centre. During the second phase: the **Implementation Plan** we will tie the development standards for the Towne Centre to the vision reflected in the Master Plan.



For this endeavor, we are partnering with two local firms, **TOWNSCAPE**, Inc. and **Catalyst Commercial**. Our philosophy is a small team of professionals that have the in-depth experience to craft the most appropriate Towne Centre plan for Farmersville. We have teamed on many occasions and know each other's strength and value.

In bringing together expertise in the areas of economic development, planning, urban design, and plan implementation, we commit the experience and creativity of a core group of planners, analysts, designers, and engineers to work side-by-side with you over the coming months to help prepare a plan for the Farmersville Towne Centre.

Should you have any questions, please do not hesitate to contact Mr. de Kock directly at (214) 346-6243 or fdekock@halff.com. We truly appreciate your time and consideration of Halff's dedicated team during the SOQ review process.

Sincerely,
HALFF ASSOCIATES, INC.

Francois de Kock, AICP, ASLA, RLA, LEED AP
Project Manager



HALFF ASSOCIATES, INC.

1201 NORTH BOWSER ROAD
RICHARDSON, TX 75081-2275

TEL (214) 346-6200
FAX (214) 739-0095

WWW.HALFF.COM

FIRM OVERVIEW

**Office locations**

- Richardson, TX
- Fort Worth, TX
- Flower Mound, TX
- Austin, TX
- Conroe, TX
- Dallas, TX
- Frisco, TX
- Georgetown, TX
- Grand Prairie, TX
- Houston, TX
- McAllen, TX
- Midland, TX
- San Antonio, TX
- Shreveport, LA

Number of Personnel

500+ company-wide

Disciplines

- Urban planning
- Urban design
- Engineering
- Architecture
- Landscape architecture
- Surveying

Relevant services

- Comprehensive and strategic planning at all scales
- Downtown plans
- Urban revitalization plans
- Mixed use planning and design
- Context sensitive design
- Corridor plans
- Mobility
- Public space and plaza design
- Streetscape planning and design
- Trail network plans
- Park, trail, and open space planning and design
- Signage and wayfinding

Role:

Project Management; QA/QC; Visioning & Public Engagement; Mobility; Town Planning & Urban Design

Founded by Dr. Albert H. Halff in 1950, Halff Associates has grown to a practice of more than 500 distinguished professionals offering services throughout Texas and the surrounding states. With thirteen offices in Texas alone, our services include: citywide planning, urban design, architecture, landscape architecture, full-service engineering services, mobility and transportation design, hydrologic and hydraulic engineering, environmental services, geographic information systems, and public involvement.

In keeping with the standards of our founder, we set high performance expectations and hold ourselves accountable for the quality of our work and the results we achieve as individuals, as team members and as a company.

Halff Associates' approach to urban planning and design incorporates a strong design-oriented background developed from more than 25 years of planning and landscape architecture practice. We understand and believe that some of the most important components of urban planning and design are developing and implementing a vision for the future, creating a strong sense of place, and fostering environmental and economic sustainability. Our efforts are tailored to the specific needs of our client communities, with frameworks and strategies to help you achieve your vision!

SUBCONSULTANT FIRMS

TOWNSCAPE, INC.


Role:

Town Planning & Urban Design; Design Guidelines & Zoning; Visioning & Public Engagement

TOWNSCAPE, Inc. is a national town planning and urban design consultancy that creates achievable visions for great places through creative master plans, concept design, and implementation strategies. Our creative focus is on design-based planning—shaping livable and sustainable communities that not only enhance commerce and services, but that inspire human potential and the creative spirit. We see livability as a foundation stone of sound economic development policy, and understand how great design can result in places to flourish.

Our work has ranged from urban parks and greenways to new town centers; from transit village plans to public spaces, walkable streets and comprehensive plans. We have provided services for municipalities, state and federal agencies, major national developers, Fortune 100 companies, national consulting firms, and non-profits; we have led or collaborated on projects in 16 states.

Our work brings design thinking to this wide range of challenges, from regional planning strategies to creative concepts for placemaking that helps shape the character of a community. It is informed by broad backgrounds in planning, architecture, urban design and landscape architecture, with a common thread of commitment to an inclusive design process that results in solutions that add long-term value and reinforce a unique sense of place.


Role:

Economics & Market Analysis

Catalyst has completed market analysis, economic impact analysis, and recruitment projects for many communities including Colleyville, Arlington, Farmers Branch, Kyle, Edmond, Red Oak, Midlothian, Northlake, Azle, Edmond, Bridgeport, Livingston, Trophy Club, Port Lavaca, Garland, Shawnee, Forney, and DFW International Airport.

Catalyst is currently working on projects that include Panera, Whole Foods, HEB and Wal-Mart as well as over 100 local and regional tenants. Jason Claunch, Principal of Catalyst Commercial, has consummated over 1,000,000 (sf) of leases and closed over 190 raw land transactions.

The firm is experienced with the full life cycle of real estate from initial market strategy, planning, entitlements, due diligence, design, vertical development and disposition using extensive relationships with owners, developers, vendors, end users, and the brokerage community.

Catalyst's firm consists of former real estate executives, researchers, economists, analysts, and former retail brokers. This diverse team with significant real world experience and relationships enable Catalyst to produce unrivaled value for its clients.

THE HALFF TEAM - a strong core team with exceptional expertise

We assembled a small team of professionals that have the necessary in-depth experience to craft the best possible master plan for the Farmersville Towne Centre. Referred to as core staff, each person will directly be involved throughout the duration of the project. Team member's responsibilities are described in the organizational chart below. Resumes are provided in the pages that follow.



Farmersville
DISCOVER A TEXAS TREASURE

Project Manager

Francois de Kock, AICP, ASLA, RLA, LEED AP ¹

Principal-in-Charge / QA/QC

Jim Carrillo, FAICP, ASLA ¹

Core Staff

**Pedestrian &
Vehicular Mobility**
Dean Stuller ¹

**Town Planning &
Urban Design**
Francois de Kock ¹
Arti Harchekar ²

**Market &
Economic Analysis**
Jason Claunch ³

**Graphics
Support**
Jonathan West ¹
Arti Harchekar ²

**Design Guidelines &
Zoning**
Dennis Wilson ²
Arti Harchekar ²

**Visioning &
Public Engagement**
Francois de Kock ¹
Dennis Wilson ²

Halff Team:

1 = Halff Associates, Inc.

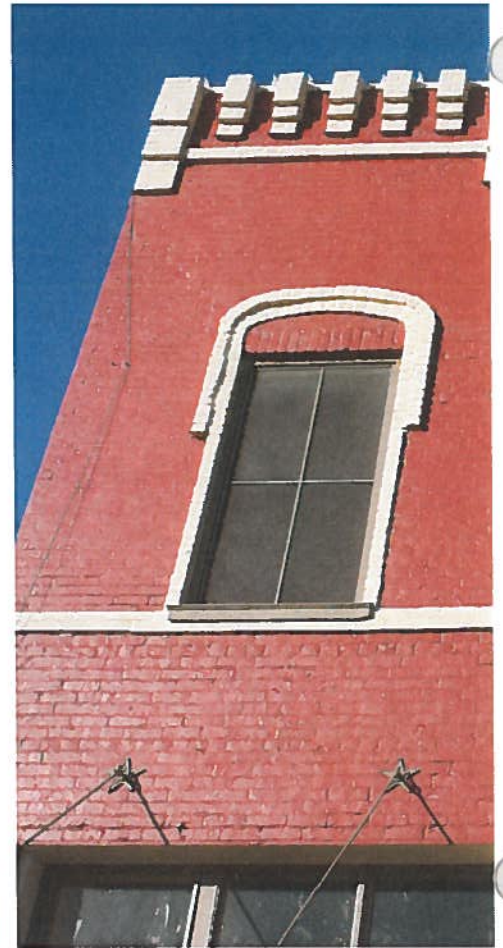


2 = TOWNSCAPE, Inc.



3 = Catalyst Commercial







years experience
28

education
Master of Landscape
Architecture,
Graduate School of Design
Harvard University

Bachelor of Science
Landscape Architecture,
University of Pretoria,
South Africa

professional registration
Registered Landscape
Architect, Texas

LEED Accredited
Professional

Registered AICP, Texas

**"The leadership
provided by
Francois and the
efforts throughout
to dialog and
provide frequent
updates to ensure
expectations were
being met, was
commendable."**

*Lyda Hill Hunt, LH
Holdings, Inc. and Gary
Brinkley, Stockyards
Station Partnership Fort
Worth*

Francois de Kock, AICP, RLA, LEED AP
*Project Manager; Town Planning & Urban Design;
Visioning & Public Engagement*

Mr. de Kock joined Halff Associates in March 2003. During his career since 1986, Francois has developed a high level of experience in urban and environmental planning, urban design, landscape architecture, and landscape restoration. He is known for passionately promoting visionary and sustainable solutions for all projects. As a certified planner, Francois draws from his design experience to develop comprehensive city-wide plans that are creative and flexible; as a registered landscape architect and urban designer, his planning insights lead to better and more comprehensive urban design solutions. This resulted in Francois receiving a number of awards in the capacity as project manager and/or lead principle designer for both urban design and planning projects.

Mr. de Kock is committed to all issues of land planning and land design, understanding the need for creative, yet sustainable development. Francois excels and has a particular interest in visioning as a key component of assisting clients to achieve results that will ensure buy-in, support and commitment.

Francois served as member of the Alternative Research Team of Vision North Texas. As LEED AP he served for three consecutive years as an executive member of the Board of Directors of the North Texas Chapter of the US Green Building Council (USGBC).

Projects Include:

- Downtown Revitalization Master Plan, Cleburne, TX
- Lariat Landing Mixed-Use Urban Design, Oklahoma City, OK
- Cedars West Mixed-Use Development Dallas, TX
- Historic Fort Worth Stockyards Master Plan, Fort Worth, TX
- Kennedale Mixed Use District Master Plan, Kennedale, TX
- Ennis Comprehensive Plan, Ennis TX
- Kennedale Comprehensive Plan, Kennedale, TX
- Copper Canyon Town Center Master Plan, Copper Canyon, TX
- Coppell Town Center Plaza, Coppell, TX
- Streetscape Master Plan for Lancaster, TX
- Streetscape Projects for Lancaster, TX
- Streetscape Improvements for Hurst, TX
- Streetscape Improvements for Lamar Boulevard, Arlington, TX
- Enhancement of IH 35E & US 268 Interchange, Ennis, TX
- IH 30 Tom Landry Highway, Dallas, Fort Worth and Arlington, TX
- Parks, Recreation and Open Space Master Plan, Granbury, TX
- Granbury Cemetery Master Plan, Granbury, TX
- Cedar Hill Visioning Master Plan, Cedar Hill, TX
- Parks, Recreation and Open Space Master Plan, McKinney, TX
- Parks, Recreation and Open Space Master Plan, Rowlett, TX



years experience
30

education
Coursework Towards:
Master of Science/
City and Regional Planning
University of Texas at
Arlington, School of Urban
Affairs

Bachelor of Science/
Landscape Architecture

professional registration
Registered Landscape
Architect, Texas

Certified Planner AICP, Texas

Jim Carrillo, FAICP, ASLA
Principal-in-Charge / QA/QC

Mr. Carrillo is Halff's Director of Planning, and has an extensive background in long-range community and comprehensive planning, urban design, quality of life and downtown planning, and site development. His responsibilities as a planner have included comprehensive city and park master planning, land use master planning, site planning and development, feasibility studies, zoning and subdivision ordinance review, parcelization and subdivision layouts, zoning case studies and coordination, and highway visual impact mitigation studies. Over the last decade, his work has been recognized with multiple awards for planning innovation and excellence.

Recent representative projects include:

Heart of the City, McAllen, Texas – Project Manager and Lead Planner for an innovative master plan for Downtown McAllen. This downtown is one of the few remaining truly successful downtowns in Texas, and the long range master plan provided recommendations for a series of improvements to revitalize the 60+-blocks of the downtown. The plan received a Project Planning Award from the Texas Chapter of the American Planning Association, as well as a Master Planning Award from the Texas Downtown Association.

Rockdale Downtown Master Plan, Texas – Project Manager and Lead Planner for a downtown master plan focusing on physical and economic revitalization. The plan is tailored to meeting the needs and abilities of a smaller city, but is ambitious in the scale of what it envisions for the City.

Leon Valley Redevelopment Master Plan – Corridor plan for Bandera Road focused on revitalization of older commercial uses along Bandera Road in the heart of the San Antonio Metropolitan region.

Eagle Pass Central Business District Master Plan, Eagle Pass, Texas – Project Manager for updating the city's Central Business District Master Plan. Prepared long range recommendations for city, including development of new downtown facilities, needed improvements for the downtown corridor, and an update of key ordinances.

Buda Comprehensive Plan – Buda 2030 – Project Manager and lead planner for the 10-yr update of the city's Comprehensive Plan. The plan looks at nine major elements of the city, and recommends over 100 actions to create an ideal place to live and work. The plan includes extensive public input, a comprehensive citizen survey, and monthly meetings and interaction by a Citizens' Advisory Board. The plan was recognized as a Comprehensive Plan of the Year by TxAPA in 2012.

Oak Ridge North Comprehensive Plan, Oak Ridge North, Texas – Project Manager and Lead Planner for an ongoing comprehensive plan for a community in the greater Houston area. The plan will assist the city with developing strategies for revitalizing the community and to increase economic opportunities.

**years experience**

41

education

Master of City Planning
University of Pennsylvania

Master of Architecture in
Urban Design,
University of Pennsylvania

Bachelor of Architecture
University of Texas
(Honors)

professional registration

American Institute of
Certified Planners, College
of Fellows (FAICP)

Royal Architectural Institute
of Canada (MRAIC)

Congress of New Urbanism
(CNU), Accredited,
North Texas Chapter
Co-Founder

Dennis Wilson, FAICP, MRAIC, CNU-A*Design Guidelines & Zoning; Visioning & Public Engagement;
Urban Design*

Dennis Wilson is both a trained architect and a professional city planner. Prior to forming his own firm, Mr. Wilson worked with Wallace, McHarg, Roberts and Todd in Philadelphia, and the Chandler Kennedy Architectural Group in Calgary, Alberta. While with those firms, he was responsible for major planning and urban design projects in both the U.S. and Canada. This experience is complemented by senior level government positions in the City Planning Departments of Calgary, Toronto, and Dallas. He formed his own consulting company in 1986, and continues today as Townscape, Inc. which was co-founded with Jim Richards, ASLA.

Mr. Wilson's public sector experience includes the development of major revitalization plans and strategies. While Director of Planning for Dallas, he was responsible for the development of a new non-cumulative zoning ordinance, a transition strategy for the new Zoning Ordinance, and Dallas' first comprehensive Growth Policy Plan. Several projects for which he has been responsible have won awards from the American Planning Association and the American Institute of Landscape Architects.

Mr. Wilson has completed a broad range of planning and urban design projects, including Traditional Neighborhood Developments (TNDs), Transit Oriented Developments (TODs), Downtown Revitalization and Urban Design Plans and strategies, and Form-Based Codes.

Projects include:

- Fairview Commercial District Plan and Form Based Code, Fairview, TX
- Rowlett Form Based Code, Rowlett, TX
- Downtown Plan and Form Based Code, Denton TX
- Downtown Master Plan and Performance Venues, Marshall, TX
- Downtown Plan, Edinburg, TX
- Fort Worth Stockyards Strategic Master Plan
- Downtown Plan for San Marcos TX
- Belknap Corridor Master Plan and Form Based Code, Richland Hills, TX
- Belt Line District and Form-Based Code for Addison, TX
- Downtown Plan and Form Based Code for Rockwall, TX
- Comprehensive Plan and Downtown Strategies for Waxahachie, TX
- Station Planning for the Denton County Transit Authority, TX
- Downtown Plan and Form-Based Code for Seagoville, TX
- The Mills Branch Traditional Neighborhood development plan, Lancaster, TX
- Downtown Dallas Transportation Master Plan
- Downtown Plan for the City of Rockwall, TX
- Form-Based Code for Downtown Rockwall, TX
- Trinity Mills Area TOD Plan, Carrollton, TX
- Town Center Plan for Benbrook, TX
- Urban Design Plan and ordinances for Georgetown, TX
- Southlake Corridor Plan and Urban Design Standards, Southlake, TX
- Zoning Ordinance & new Subdivision regulations for the City of Las Vegas, NV

**years experience**

9

education

Master of City Architecture
and Urban Design,
University of Notre Dame

Bachelor of Arts in
Urban Studies,
University of Texas at Austin

professional registration

Registered AICP, Texas

Congress for New Urbanism
(CNU), Accredited,
North Texas Chapter
Board Member

Arti Harchekar, AICP, CNU-A

*Graphics Support; Town Planning & Urban Design;
Design Guidelines & Zoning*

Arti joined Townscape, Inc. in 2013 as an Associate. Over the past eight years, Arti has focused her professional and academic efforts on the creation of sustainable communities by way of place-making and urban design.

Arti's municipal experience includes the successful development and implementation of corridor revitalization, neighborhood revitalization, traditional neighborhood, town center and transit oriented plans and implementation strategies; comprehensive plans which focus on urban design, sustainability and market capture; as well as, the calibration and implementation of form-based codes. Several projects under her management have won awards from the American Planning Association Texas Chapter.

At Townscape, Arti functions as the Urban Design Officer for the City of Rowlett, Texas and Town of Fairview, Texas. She is responsible for acting on behalf of the City/Town and working with the development community in order to generate the best project for the community under the form-based code. Arti also manages a broad range of town planning and urban design projects.

Projects Include:

- North Shore Master Plan and Form Based Code, Rowlett TX
- Fairview Commercial District Master Plan and Form Based Code, Fairview, TX
- Urban Design Officer, Fairview TX
 - Home2 Suites – Development Plan Review
 - Bluebird Villas – Development Plan Review
- Urban Design Officer, Rowlett TX
 - Village Rowlett – Pre-Submittal Review and Development Agreement
 - Harmony Hill – Development Plan Review
 - Terra Lago – Development Plan Review and Approval
 - Form Based Code Engineering Details
 - Form Based Code Stormwater Management Details

City of Rowlett, Texas Project Lead (previous employer):

- Form-Based Code Development Review, Rowlett TX
 - The Homestead at Liberty Grove – Regulating Plan Review and Approval
 - Terra Lago – Pre-Submittal Review
 - Merritt Village – Framework Plan Review and Approval
 - Downtown Pedestrian Plaza – Design Worksession
 - Downtown Grocery Store – Design Worksession
 - NCTCOG Sustainability Grant – Downtown Infrastructure Improvements
 - Revision of IBC and IFC Amendments for Form Based Districts

**years experience**

21

education

Bachelor of Science
Business
University of Texas at
Arlington

professional registration

Texas Licensed Real Estate
Broker

*Listed as a member of the
Dallas Business Journal's
"40 under Forty"*

Jason Claunch

Market & Economic Analysis

Mr. Claunch is experienced with the full life cycle of real estate from initial market strategy, planning, entitlements, due diligence, design, vertical development and disposition using his extensive relationships with owners, developers, vendors, end users, and the brokerage community.

Prior to founding Catalyst Commercial, Jason directed Billingsley's retail division, consisting of over 4,000 acres of raw land and portfolio value of over \$1B. During that time, he managed all facets of the retail portfolio including P&L, planning, development, acquisitions, marketing, and leasing

Jason is currently working on retail projects that included Panera, Whole Foods, HEB and Wal-Mart as well as over 100 local and regional tenants. Jason has consummated over 1,000,000 square feet of leases and closed over 190 raw land transactions.

Jason also has experience in healthcare research, hospitality, residential and commercial analysis. Jason is experienced with the full lifecycle of real estate from initial market strategy, planning, entitlements, due diligence, design, vertical development and disposition using his extensive relationships with owners, developers, vendors, end users, and the brokerage community.

Jason is an active member of the North Texas Commercial Association of Realtors (NTCAR), International Conference of Shopping Centers (ICSC), Certified Commercial Investment Manager (CCIM), Urban Land Institute (ULI), National Association of Industrial and Office Professionals (NAIOP), Texas Municipal League (TML), Oklahoma Municipal League (OML), Texas Economic Development (TEDC) and International Downtown Association (IDA).



years experience
35

education
Bachelor of Science/
Engineering Science
University of Texas at Austin

professional registration
Licensed Professional
Engineer, Texas

Dean Stuller, PE

Pedestrian & Vehicular Mobility

Mr. Stuller joined Halff Associates in January 2009 as part of the acquisition of the Traffic Engineering Division of Innovative Transportation Solutions, Inc. Mr. Stuller has 35 years of experience in the Traffic Engineering field. He began his Traffic Engineering career at the City of Dallas in the Street and Sanitation and Transportation Departments where he worked for almost 15 years. Twelve of those years he served as a District Engineer responsible for traffic operations and related issues in one-half of the city. Since leaving the city, he has worked 20 years as a traffic engineering/transportation consultant serving clients in both the public and private sectors, regarding traffic and transportation related issues. Mr. Stuller has extensive experience in conducting and overseeing traffic impact studies (TIS) for several different types of development, many of which included new school facilities. He has assisted public and private sector clients in many areas including access issues to properties, improving traffic operations at intersections and access points serving properties, improving on-site circulation for properties and conducting parking demand studies for properties.

Cleburne, Downtown Master Plan – Worked with the project team evaluating cross-sections of streets in the downtown area including number of lanes, lane width, on-street parking, sidewalk widths, pedestrian routing and bulb-outs at intersections. Looked at traffic calming options on the streets in the downtown area.

Brenham Downtown Master Plan Update, Brenham, Texas – Worked with the project team assisting in the areas of parking, pedestrian flow, vehicle flow and circulation and vehicle access to the downtown area.

Fort Worth Trails Project, Fort Worth, Texas – On a project team to look at providing on-street bicycle facilities along three roadways addressing vehicle travel lanes, bike lanes and associated traffic signs and pavement markings.

Eagle Pass Central Business District Master Plan, Eagle Pass, Texas – Project Manager for updating the city's Central Business District Master Plan. Prepared long range recommendations for city, including development of new downtown facilities, needed improvements for the downtown corridor, and an update of key ordinances.

IH 30 Three Bridges Project, Arlington, Texas – Worked with the design team to develop a new plan for IH 30 between Ballpark Way and Cooper Street to enhance access to the Arlington Entertainment District.

Colleyville, Comprehensive Plan – Working with the team on evaluating existing and projected traffic volumes on the identified streets on the city's thoroughfare plan and determining recommended cross sections. Working with team to enhance SH 26 (Colleyville Boulevard) and make it more compatible for pedestrians and bicycles as part of the TxDOT planned improvements along the corridor.



years experience
8

education
Bachelor of Landscape
Architecture
Texas A&M University

professional registration
Registered Landscape
Architect, Texas

Jonathan West, RLA *Graphics Support*

Mr. West joined Halff Associates in 2005 as an intern and has been working full-time since May of 2007. He is a creative and hard working individual who has gained extensive landscape architectural design experience in community and regional park projects, nature preserves, bridge design, development master planning, commercial landscape and hardscape design, wayfinding signage design, and parks and open space master plans. In addition, Mr. West has developed abilities in architectural illustration which have been used on numerous representative projects.

Stockyards Master Plan, Fort Worth, Texas – Project Designer for the long term master plan for historic Fort Worth Stockyards. Responsibilities included: conceptual building layout, plaza, street, and promenade design. Other responsibilities included presentation boards, and perspective and elevation illustrations.

Multi-Use Development Master Plan, Celina, Texas – Landscape architect responsible for master planning an 80 acre site to include big box retail, restaurant, retail, office, and multi-family land uses. The project is oriented around a creek corridor with an existing riparian forest which will be preserved in order to provide pedestrian amenities and trails.

Cedar Crest Bridge and Gateway, Dallas, Texas – Project Landscape Architect responsible for conceptual design, design development, and full construction documents. The project spans across the Trinity River on both sides of Cedar Crest Boulevard and consists of a trailhead and parking lot, a series of iconic gateway monuments, wayfinding signage, trails, an independent overlook structure at the Trinity, and shade structures. Project coordination efforts included survey, civil, structural, MEP, and traffic engineering..

Virginia Parkway Bridge and Streetscape, McKinney, Texas – Project Landscape Architect responsible for conceptual design, design development, and full construction documents for the expansion and widening of an existing bridge and roadway. The design development included options for bridge monumentation, railing, and widened sidewalks along the bridge. Due to the close proximity to Bonnie Wenk Park, the planning also followed a Context-Sensitive Solution approach where pedestrian connectivity to the park was improved and architectural materials related to those existing in the park.

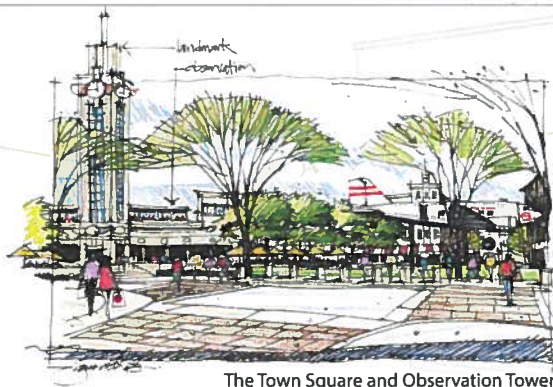
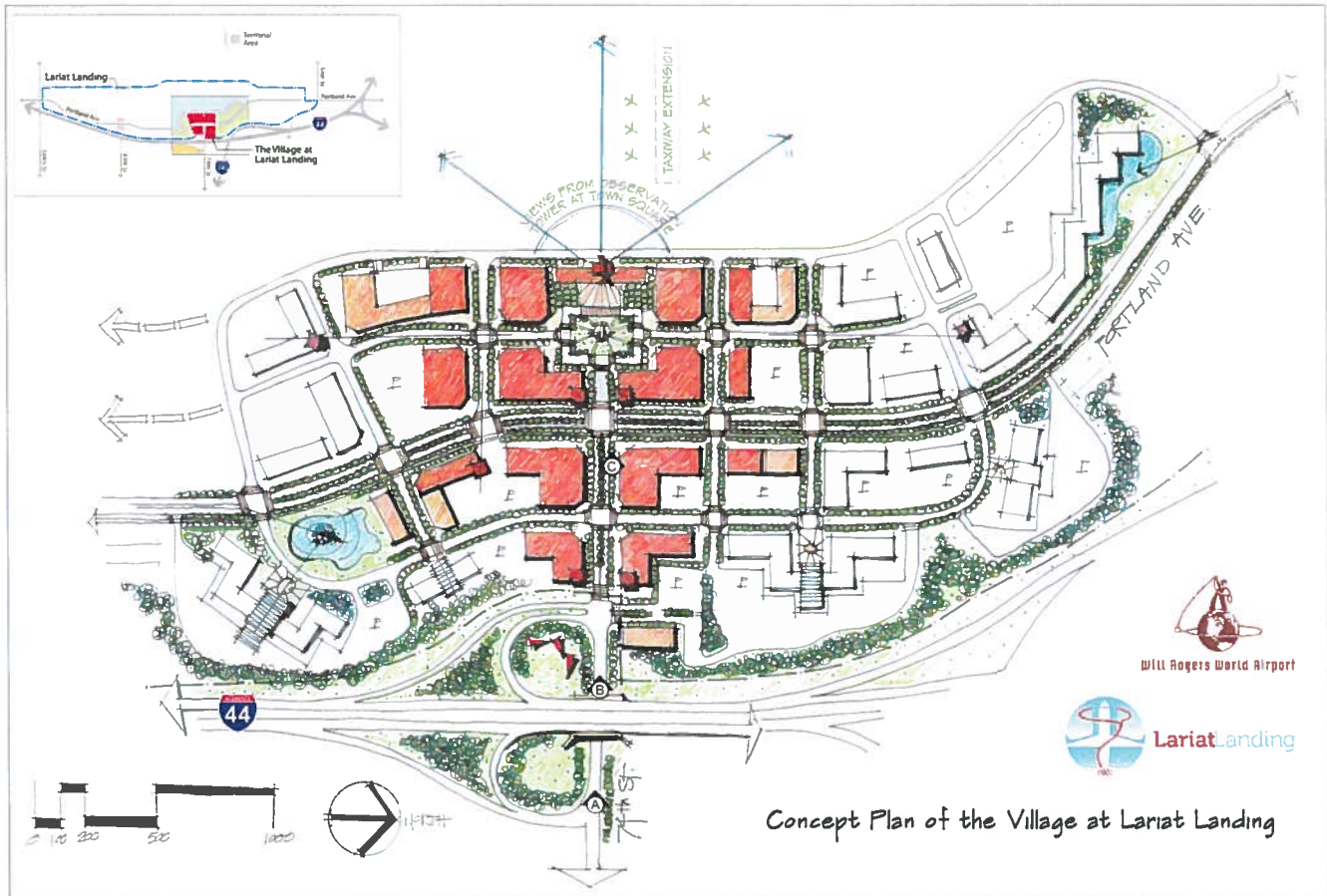
Walnut Hill Medical Office Building, Dallas, Texas – Project Landscape Architect responsible for conceptual design, design development, and full construction documents for a new medical office building in Dallas, TX. The site is located within an existing PD, requiring extensive hardscape and landscape design to meet city requirements, as well as LEED documentation. Coordination with the architect was critical and allowed the design of the interior space to be projected into the outdoor entry plaza. Decorative paving bands were located here with large stone benches to provide seating as well as a visual deterrent for vehicular traffic.





THE VILLAGE AT LARIAT LANDING

MIXED-USE URBAN DESIGN; UNIQUE DESTINATION



The Village at Lariat Landing mixed-use development is set within the Lariat Landing Development Area of the Will Rogers World Airport. This mixed-use project is envisioned to become a 75-acre destination with amenities such as a pedestrian-friendly environment, village square, and airport observation tower.

The Village will include shopping, entertainment venues, hotels, and a mix of business and office tenants all while preserving the aviation envelope for future aviation development. When completed, the Village at Lariat Landing will be unique to Oklahoma City and an economic catalyst for the entire region.

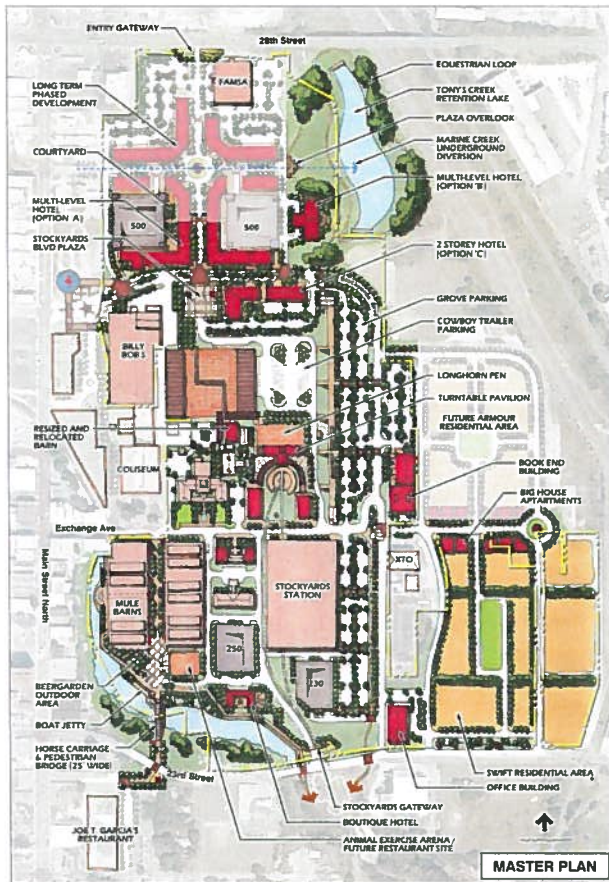
The project was conceived during a three-day visioning exercise which included an analysis of issues and opportunities, preparation of four distinct mixed-use concepts, all of which were crafted, presented and critiqued during the visioning sessions, followed by the preferred concept which forms the basis for the final development plan.

The final plan is enriched with perspectives and figure ground studies of both regional and national retail centers that serve as comparisons for the Village at Lariat Landing, followed by an illustration of recommended street types and street sections. Townscape served as a subconsultant to Halff on this project.

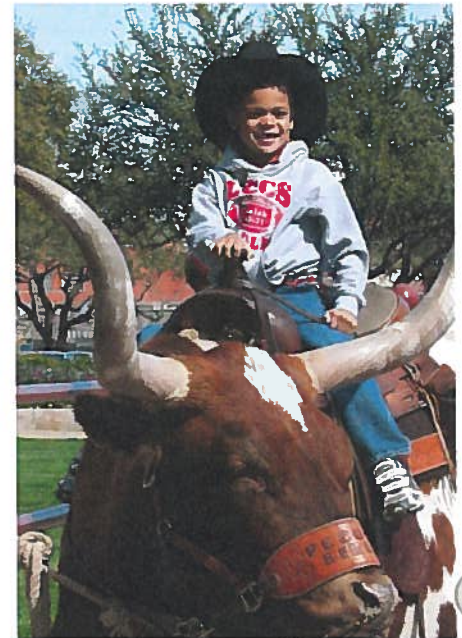
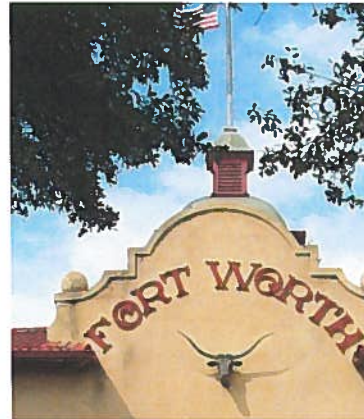


FORT WORTH STOCKYARDS MASTER PLAN

HISTORIC PRESERVATION; URBAN DESIGN; ECONOMIC AND MARKET ANALYSIS



The Client (Stockyards Station) noted: *"this Master Plan called for both a hard look and a delicate balance between potentially competing objectives. Halff guided the process, made sure all the voices were heard, and distilled hours of input and pages of data into a clear vision"*



Awards:
Project Planning Award; American Planning Association, (Texas State Award)
Project Planning Award; American Planning Association, (Midwest Texas Section)

The Stockyards is part of a national historic district of which the impetus is to protect and preserve the integrity of the historic fabric of the area. Revenue for the owners is generated from the entertainment industry, retail and hospitality.

The brief for the Master Plan is to prepare design, land use and element recommendations that will continue to attract visitors and increase revenue and profit while maintaining the Historic Fort Worth Stockyards look, feel, and character.

From the outset of the visioning work session, it was clear that the client base is very diverse in their vision and dreams for the Stockyards. Through guided facilitation, this diversity and sometimes-opposing views of the participants and client base converged in one consolidated view to increase revenue while securing the authenticity and integrity of the historic character of the Stockyards.

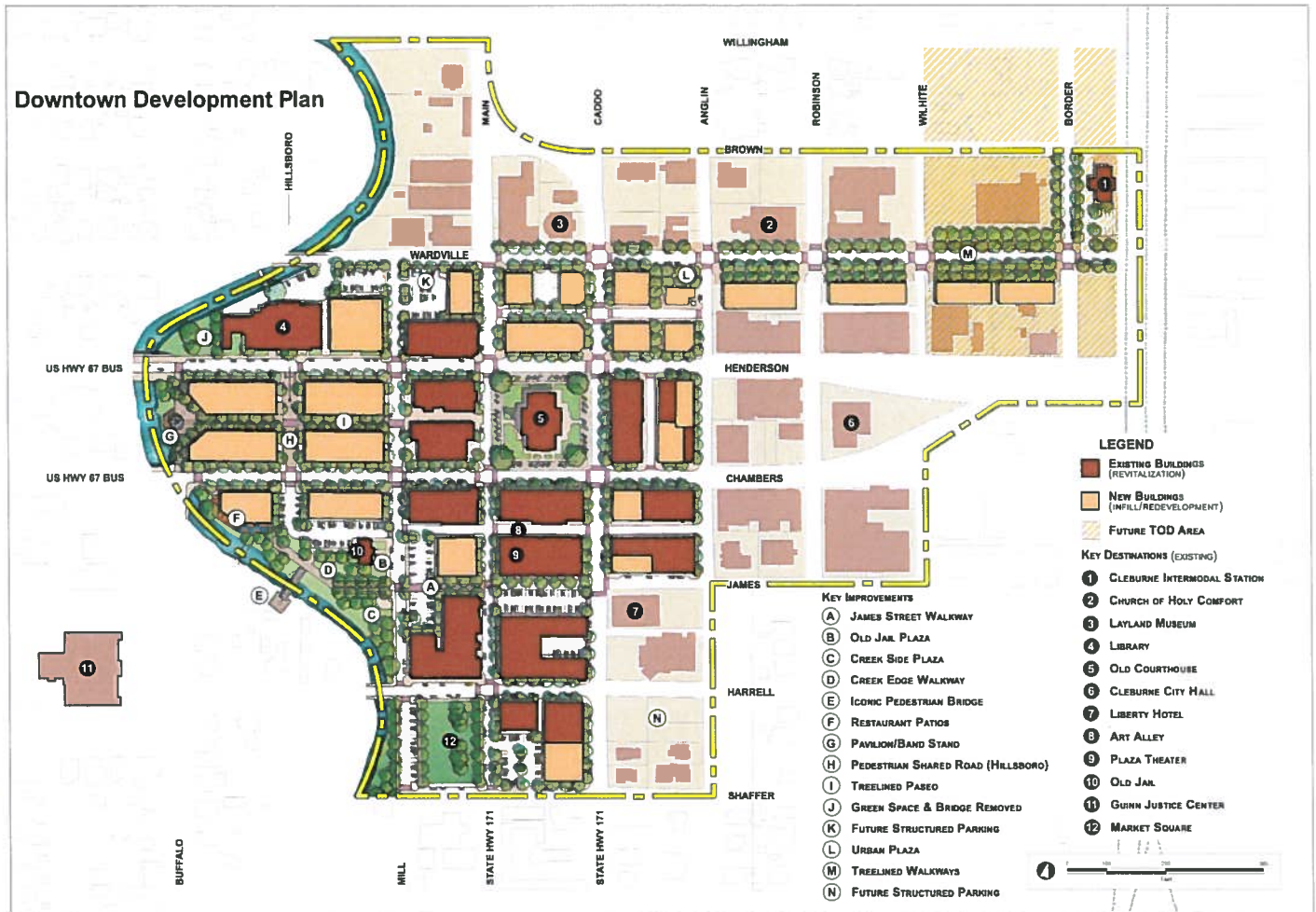
The result is a plan that addresses the concerns of all participants while securing their support for actions to achieve the future vision for the Stockyards. Project components include re-energizing Exchange Ave., which is the core of the Stockyards, the re-use of historic structures, mixed-use development, hotels, and parking structures.

The project team covered the disciplines of town planning, city design, architecture, landscape architecture, and economic research and analysis specialists. The latter comprised an economic site analysis; review of existing operations; economic review of master plan concept; review of comparable and competitive projects; demand analysis; financial projections; costs and funding options. Townscape served as a subconsultant to Halff on this project.



CLEBURNE DOWNTOWN MASTER PLAN

MIXED-USE URBAN DESIGN; ECONOMIC AND MARKET ANALYSIS



The Cleburne Downtown Master Plan comprises a revitalization plan for Cleburne's historic downtown. The planning process comprises three components:

- 1) Inspiring a unified vision by identifying the core values within the community and developing consensus about a future vision for downtown.
- 2) Building upon Cleburne's uniqueness by focusing on placemaking and the unique flavor of the town.
- 3) Sparking revitalization by identifying projects and actions to jumpstart redevelopment, and recommending revitalization strategies that are practical, yet flexible.

Alternative planning scenarios, referred to as "Gravity Centers," were developed to explore the potential for public redevelopment efforts and targeted zones for encouraging private investment. This culminated in a Development Plan that includes redevelopment and strengthened connections between the courthouse and other key destinations including Market Square, Buffalo Creek, the Guinn Justice Center via a signature pedestrian bridge, and the Cleburne Intermodal Station. The plan recommends public and private investment projects to



serve as catalyst projects for future development, including public-private partnerships (PPPs).

Supportive of mixed-use development, the plan incorporates Form Base Code as a tool to protect the integrity of Downtown's aesthetic and walkable urban fabric.

COPPER CANYON TOWN CENTER

TOWN CENTER MASTER PLANNING



Copper Canyon

TOWN CENTER CONCEPT PLAN

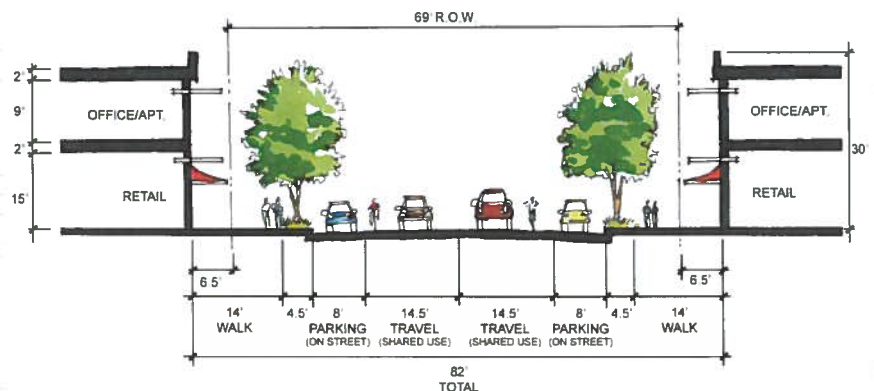


Halff prepared a conceptual plan of land use areas, open spaces, on-site roadways, and greenbelts based on topography of land, infrastructure improvements, and input from town staff and property owners. Protection of the land including topographic features, view sheds, vegetation and stream corridors was a fundamental consideration in developing this town center plan. Walkability, social interaction and human scale, were further emphasized by recommending appropriate street widths, building heights and a mixture of public and private spaces and land use.

The layout of off-site infrastructure included sanitary sewer, water drainage, and off-site roadways improvements. The current Town Center Zoning District Standards were revised based on the Conceptual Plan and Leadership in Energy and Environmental Design (LEED) principals.

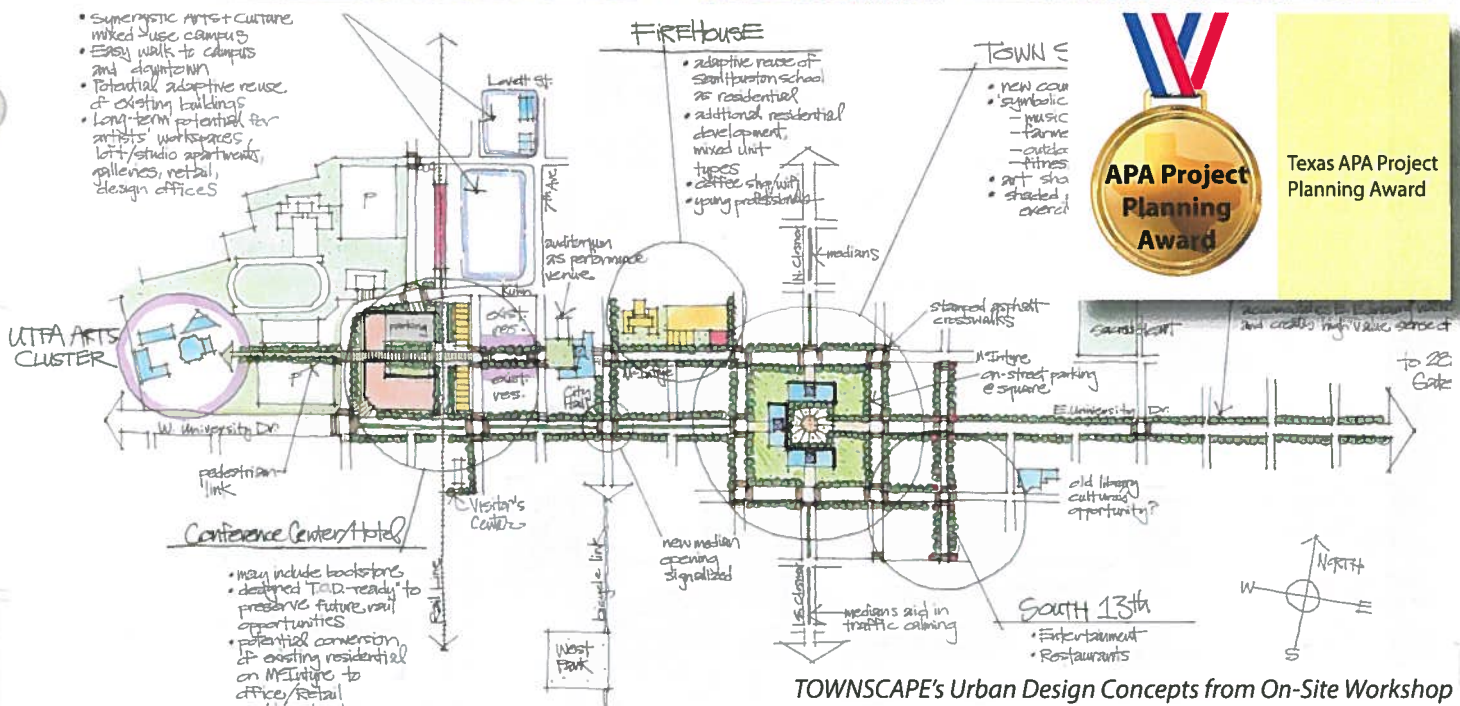
TYPICAL STREET SECTION

PARALLEL PARKING OPTION



EDINBURG DOWNTOWN PLAN

DOWNTOWN MASTER PLANNING



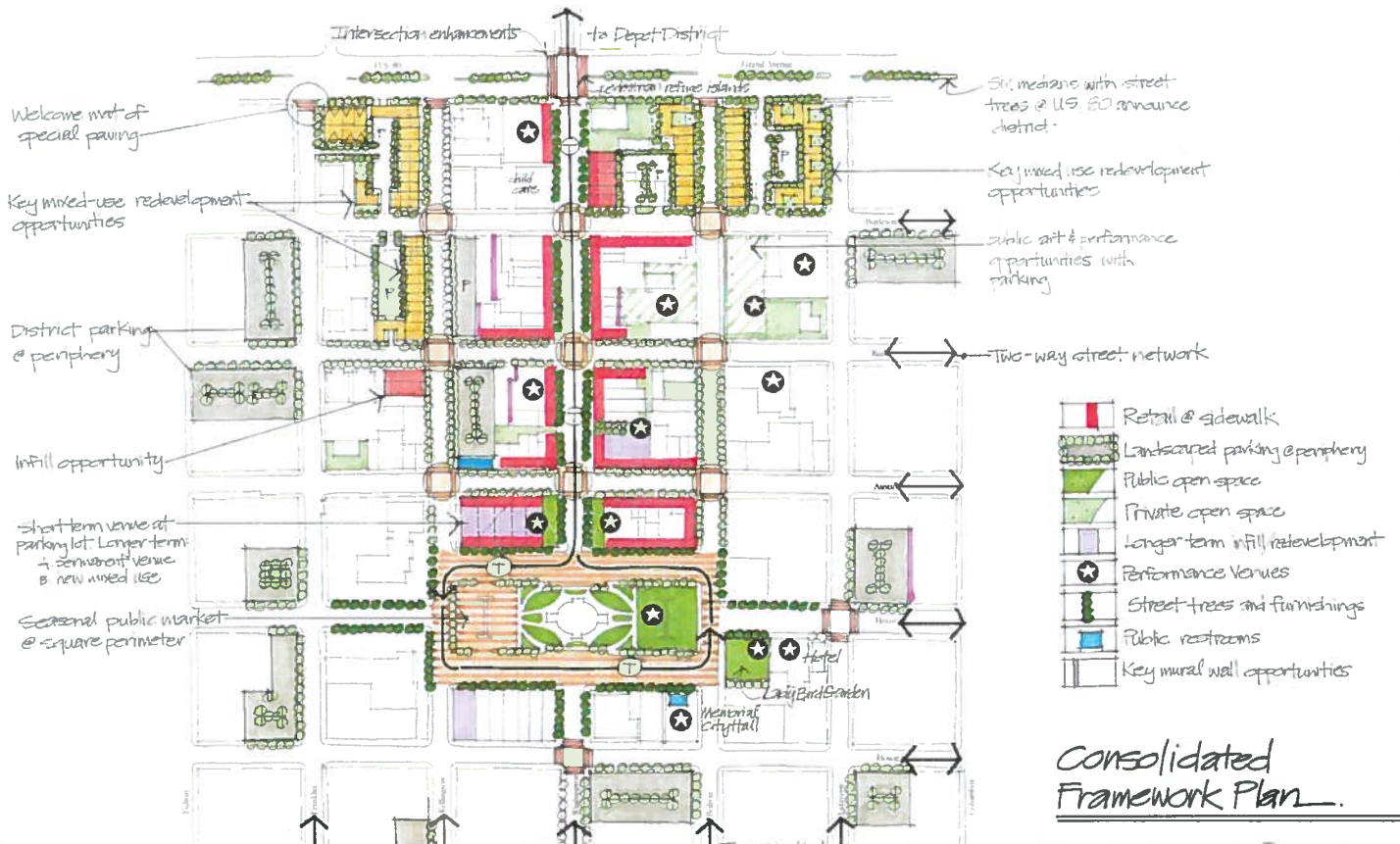
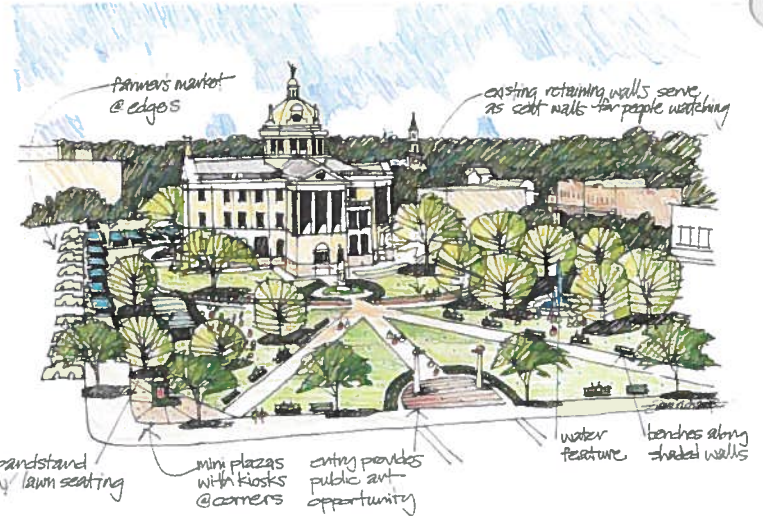
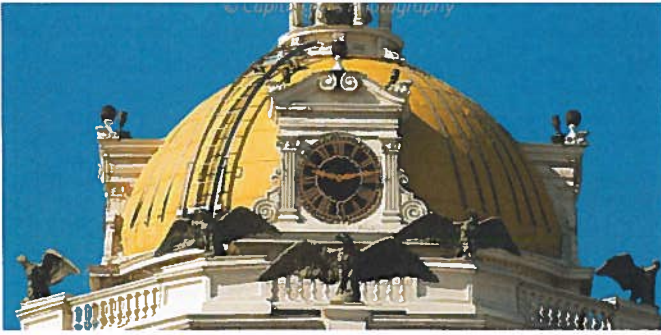
The downtown Edinburg Vision Plan represents a creative synthesis of community aspirations and ideas with identified market opportunities and attractive redevelopment sites. The overarching concept envisions five strategically sited pilot projects, each addressing a viable market niche or public opportunity and each a distinctive place in its own right. All are linked with a safe, comfortable and highly walkable public realm of great streets, tree-shaded sidewalks, pedestrian

amenities, eye-catching detail and public art. Through these initiatives, downtown Edinburg will evolve into a distinctive and appealing destination whose character and vitality make it more than the sum of the individual enterprises located there. TOWNSCAPE led the generation of the overall urban design framework and concept design for the pilot projects in collaboration with Broaddus Associates (prime consultants) and Pegasus Planning (economic consultants).



MARSHALL DOWNTOWN PLAN

DOWNTOWN REDEVELOPMENT MASTER PLAN



TOWNSCAPE prepared a comprehensive downtown redevelopment plan for Marshall, the historic and charming county seat of Harrison County, Texas. Through an extensive series of public meetings and workshops, TOWNSCAPE developed concepts and recommendations for street system and parking improvements, siting of outdoor

performance venues, mixed use infill development, and special redevelopment opportunities, all linked with a walkable public realm of streetscapes, pocket parks, pedestrian amenities and a farmers' and artists' market.



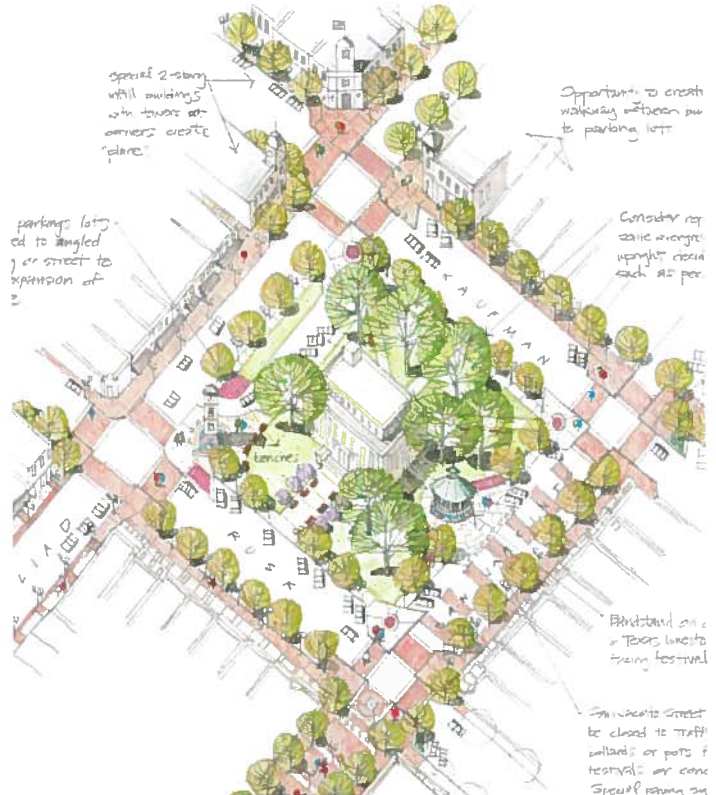
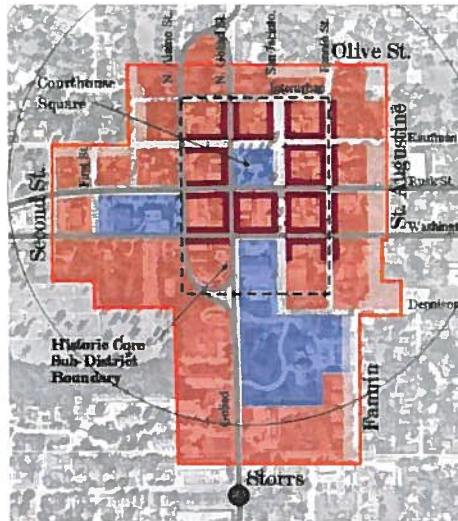
ROCKWALL DOWNTOWN

DOWNTOWN REVITALIZATION PLAN AND FORM-BASED CODE

Regulating Plan

LEGEND

- CBD Mixed Use
- Retail at Grade
- 2 St/36 Ft. Height
- Civic

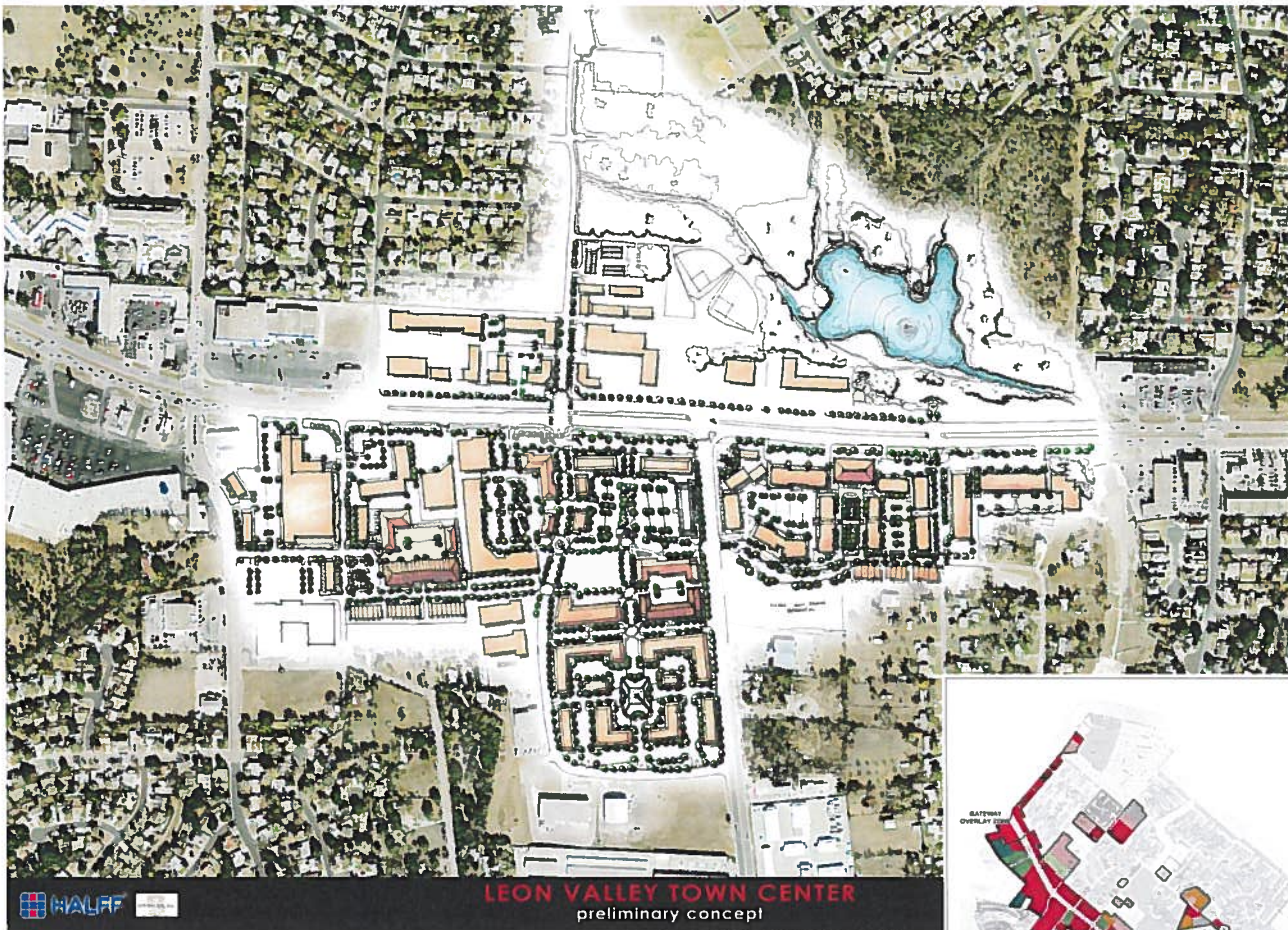


TOWNSCAPE prepared a revitalization plan and form-based code for the historic Downtown of Rockwall, Texas. The goal is to create a vibrant mixed use center which accommodates new growth while building on the city's historic character and sense of place.

In addition to land use and development guidelines, public spaces and walkable streetscapes were designed and furnishings and fixtures selected that would complement the historic downtown, adjacent inner-residential areas and the two state highways which go through the Downtown area.

LEON VALLEY DEVELOPMENT STANDARDS & TOWN CENTER CONCEPTUAL DESIGN

CODE DEVELOPMENT; URBAN DESIGN



In 2009, the City hired Halfff to provide professional planning services and urban design principles in the City. This has included multiple components. These efforts reflect the City's vision and efforts to revitalize and improve the economic value and aesthetic quality of development.

Development Standards

Three overlay districts were created along the roadway corridor that not only regulated uses, but established more prescriptive design standards such as building materials, building layout, and streetscaping standards that would help improve the character of the street and quality of development. The overlay districts were drawn where the character of the corridor differed, and regulations reflected the different characters and design considerations. These overlay district standards were adopted in 2009.

Town Center Conceptual Design

In order to guide future development in the City's identified "town center area", Halfff prepared detailed conceptual designs that met the requirements of the development standards. These concepts are a tool for the city to communicate to landowners and developers the ideas and principles the City wishes to achieve.

The concepts include transportation network that allows on-street parking and landscaped frontages; improved pedestrian facilities with street crossings, bulb-outs, and streetscaping; public gathering places such as plazas and fountains; and an urban approach to the design of the building and parking areas. The concept aims to create a central gathering place for residents of Leon Valley that adds economic value.

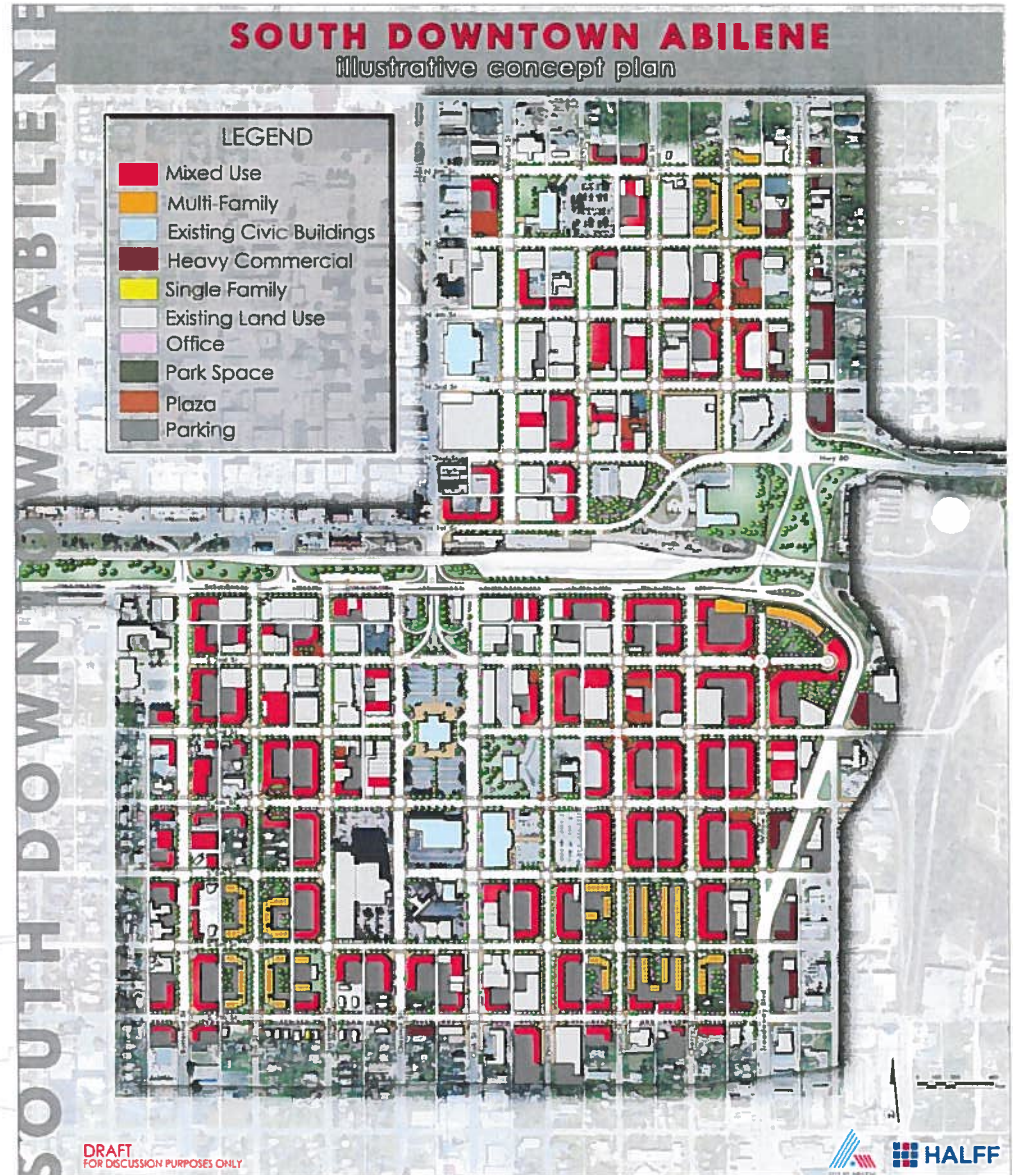
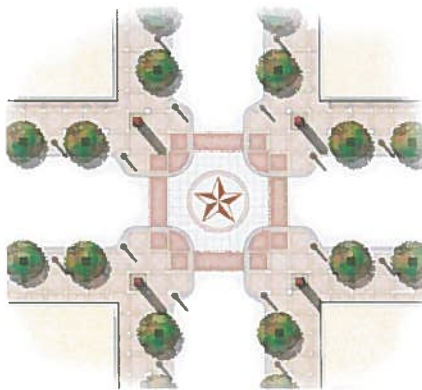
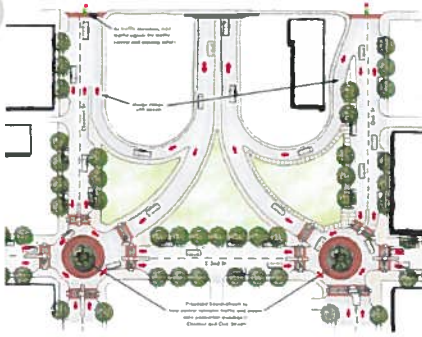
Bandera Road Landscaping and Streetscaping Concepts

In order to improve the aesthetic quality of Bandera Road/SH 16, the City desired improved landscaping and streetscaping along the road corridor to give a sense of arrival into Leon Valley. Halfff prepared landscaping and streetscaping concepts on behalf of the City and engaged the TXDOT San Antonio District Office about implementing these improvements along the Bandera Road / SH 16 corridor in a manner that meets TXDOT's requirements.



SOUTH DOWNTOWN ABILENE MASTER PLAN

DOWNTOWN MASTER PLANNING & DEVELOPMENT



Over the past 25 years, the area was part of a tax-increment finance district, which expired in 2008; however, the South Downtown study area saw very little of the public reinvestment. In an effort to spur revitalization efforts, the community and city hired Halff Associates to create a master plan for this decaying area of downtown. The South Downtown study area encompasses approximately 185 acres and two-thirds of the downtown area. The area is bisected by a major and active railroad line and Business IH 20, dividing the downtown and creating connectivity and mobility issues for both cars and pedestrians.

The master plan exercises smart growth planning concepts such as encouraging densification of downtown; directing growth toward urban infill development; creating a pedestrian-friendly environment; and planning for a variety of housing

types to make living in downtown Abilene an option for everyone. The master plan also takes a form-based approach toward recommendations for the built environment, illustrating how buildings can form the urban sense of place and pedestrian-friendliness of the downtown. The plan identifies locations for new parks and plazas in downtown and makes recommendations for strengthening connectivity between the north and south sides of downtown. Additionally, the plan identifies necessary policy changes to implement the master plan, such as development regulations, and suggests funding mechanisms to implore, such as a new TIF district and public improvement district. The plan also specifies public investment opportunities to spur this revitalization effort and make South Downtown an enticing area for private investment.



COPPELL TOWN CENTER PLAZA

URBAN DESIGN; LANDSCAPE ARCHITECTURE



2012 Merit Award for Design;
American Society of Landscape
Architects (State Award)

2011 Park Design Excellence
Award; Texas Recreation and Park
Society (State Award)

2010 Park Design Excellence
Award; Texas Recreation & Park
Society (Region III)

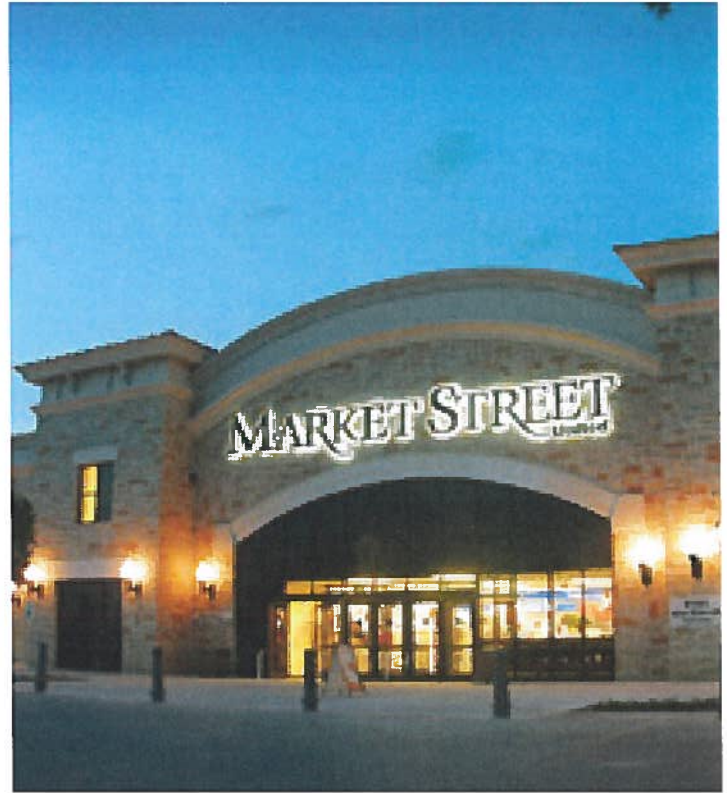
The design for this public space overcomes major constraints posed by a restricted project site that is bordered by the placement of various city facilities including a police station, library, and school. Park amenities include a stage for open air productions, an amphitheater, lighted walking paths, open play areas, shaded seating, sustainable landscaping and locations for future sculpture and art displays. A shade structure serves as a gathering spot for a picnic, wedding, or family reunion.

The 65 foot tower in front of the Coppel Town Center building serves as a focal point for the park and the community at large. The tower also serves as a sundial, projecting shadows of the sun onto plaques arranged in the lawn area. The shadow of the tower will, in the future, fall on these plaques marking the City's 100-year anniversary. A water component creates an active element within the plaza. The dancing water brings the stage area to life with sound and light, producing an area of interest to spark the imagination.



CITY OF COLLEYVILLE

MERCHANDISING PLAN



The city of Colleyville was interested in increasing its retail offerings and becoming more strategic in economic development. The city had a vacancy rate of over 12% with several large anchors vacant. Most national restaurants had located in Grapevine and most softgoods retailers wanted to be in Southlake.

Catalyst has assisted in procuring many national and regional chains to Colleyville as a result of the Merchandising Plan. These include Wal-Mart Market, Whole Foods. As a result the vacancy rate is less than 5% and sales tax revenue has increased over \$500,000.



DOWNTOWN ARLINGTON

MARKET AND ECONOMIC ANALYSIS; STRATEGIC IMPLEMENTATION PLAN



Challenge

Downtown Arlington was faced with the high vacancy rate and an abandonment of retail in the downtown core. The University of Texas was competing for tier 1 status and downtown businesses were choosing alternate areas due to the limited services and quality of life of the downtown environment.

Results

Catalyst completed significant research and analysis to assess market conditions and capacity. Using its analysis, Catalyst completed a strategic plan to position downtown and develop an implementation plan. As part of this process Catalyst recruited: over 200 operators identified; over 30,000 square feet of first class unique operators procured; and created over \$7M in net new tax base during implementation process.

CLIENT REFERENCES

The following is a list of references for projects of similar size and scope. We invite you to contact them to find out about the quality of services that they received for projects that are similar to your needs.



HALFF

John Storms

Will Rogers World Airport, Director of Planning
(405) 316-3201
john.storms@okc.gov

Project: The Village at Lariat Landing

Mr. Courtney Coates

City of Cleburne, Public Works Director
(817) 645-0942
courtney.coates@cleburne.net

Project: Cleburne Downtown Master Plan

Gary Brinkley

Stockyards Exchange Alliance, General Manager
(817) 625-9715
gbrinkley@stockyardsstation.com

Project: Fort Worth Stockyards Master Plan

Brad Reid

City of Coppell, Director of Parks and Recreation
(972) 462-5100
breid@ci.coppell.tx.us

Project: Coppell Town Center Plaza



TOWNSCAPE, INC.

TOWNSCAPE INC

Frank Turner

City of Plano, Executive Director
(972) 941-7122
frankt@plano.gov

Project: Plano Transit Village

Frank Johnson

City of Marshall, City Manager
(903) 935-4421
fjohnson@mail.marshalltexas.net

Project: Marshall Downtown Plan

Robert La Croix

City of Rockwall, Director of Planning
(972) 771-7745
rlacroix@rockwall.com

Project: Rockwall Downtown Plan and Form-Based Code

Brian Lockley

City of Denton, Director of Planning
(940) 349-8541
Brian.Lockley@cityofdenton.com

Project: Denton Downtown Implementation Plan

CATALYST COMMERCIAL



Marty Wieder

City of Colleyville, Director of Economic Development
(817) 503-1060
mwieder@colleyville.com

Project: City of Colleyville Merchandising Plan

John Land

City of Farmer's Branch, Director of Economic Development and Tourism
(972) 919-2512
john.land@farmersbranch.info

Project: City of Farmer's Branch Merchandising and Land Use Plan

Allison Thompson

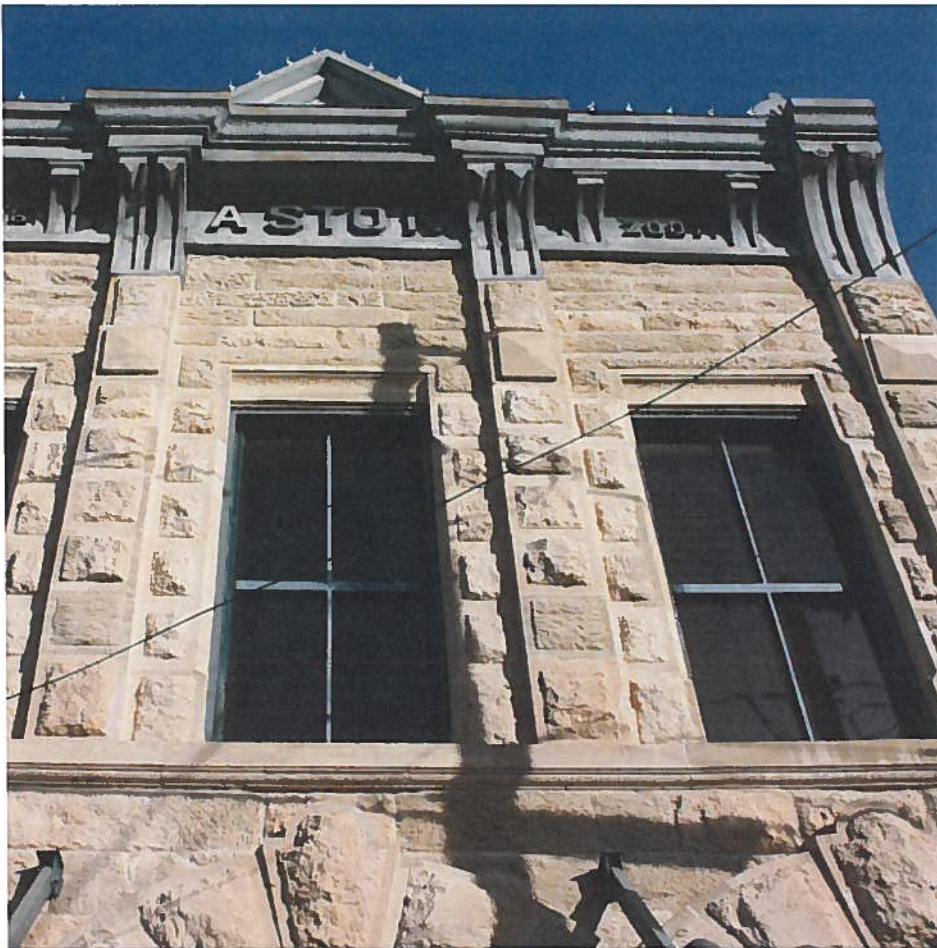
Cedar Hill EDC, Director
(972) 291-5132
allison.thompson@cedarhilltx.org

Project: Downtown Cedar Hill Redevelopment Strategy

Scott Polikov

Gateway Planning, President
(817) 348-9500
scott@gatewayplanning.com

Project: Rogers Downtown Revitalization Plan



PROJECT APPROACH AND METHODOLOGY

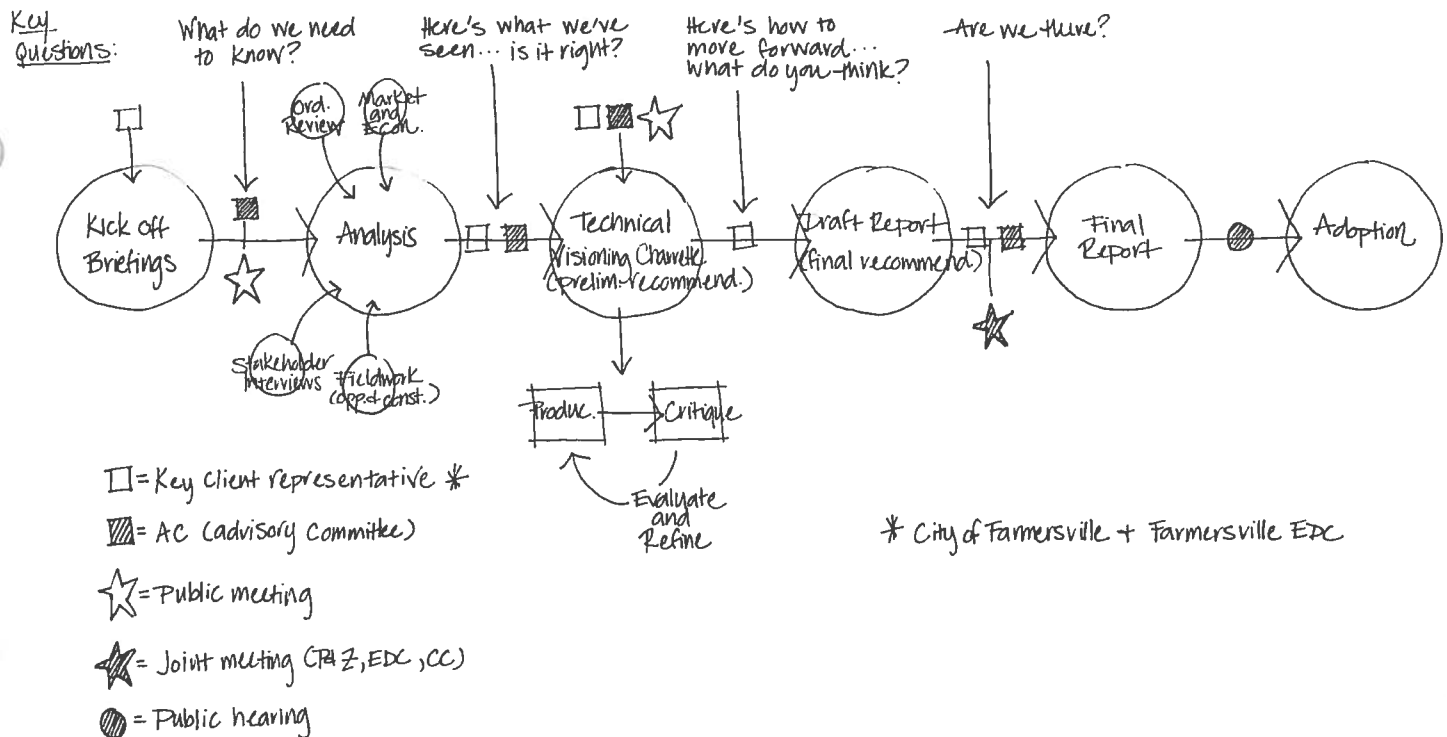
In preparation for this submittal, The Halff Team conducted a review of the City of Farmersville's available planning documents and spoke to the City Manager and a member from the EDC. From this research, it is clear that the City is proud of its historic character and wishes to build upon this fabric by generating a Towne Centre that focuses on a live-work-play environment, mixed-use, housing variety, public health, public open space and trails, education, connectivity, mobility choice, and attraction and retention of locally grown businesses. The concepts laid out in the City's Comprehensive Plan form a good foundation for the Towne Centre Master Plan.

The Halff Team proposes a two-phased approach: Phase I: Towne Centre Master Plan and Phase II: Implementation.

During the first phase (Towne Centre Master Plan) we will do the necessary site analysis, public engagement and visioning to prepare a Master Plan that describes in graphic and written format the overall development intent of the Farmersville Towne Centre area. The final Master Plan document will include design principles, plans, diagrams, elevations, perspectives and incremental implementation strategies that help illustrate the vision for Towne Centre.

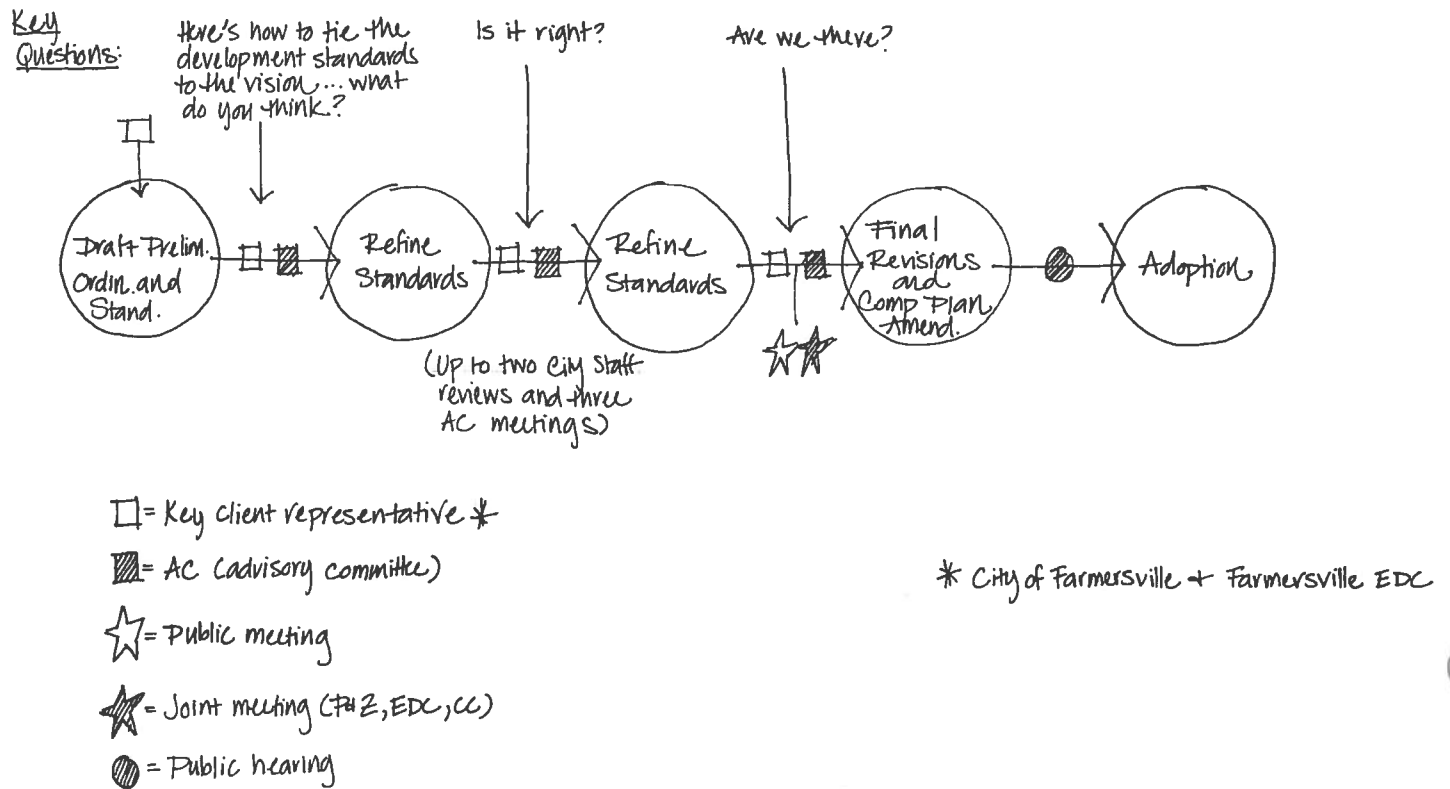
The following diagram describes Phase I with its individual tasks, specific meetings/events, and key questions to ask throughout the planning process.

Phase I Approach Diagram: Work Flow and Community Involvement



During the second phase (Implementation) the Halff Team will tie the development standards for the Towne Centre to the vision reflected in the Master Plan for the site. The subsequent diagram is an illustration of the process that will be followed in Phase II, again with key questions asked during various stages and tasks.

Phase II Approach Diagram: Work Flow and Community Involvement



A description of each phase is as follows:

Phase 1: Towne Centre Master Plan

1. Kick off Meeting

The Halff Team will conduct a half-day kick-off meeting to discuss our understanding of the project, the project schedule, scope, previous work conducted in the Towne Centre area, communication options, as well as receive any additional data that will be required.

2. Analysis

a. Stakeholder interviews

The purpose of interviewing stakeholders will be to get a good understanding of the political, technical and historical milieu of the city and how that may influence visioning for the project site, including public opinion. The idea will be to interview the "movers and shakers" of the Farmersville community.

b. Site Analysis

The Towne Centre area will be analyzed relative to the physical planning opportunities to create a viable mix of uses and spaces in a walkable environment that will enhance economic viability, quality of life and sense of place. This will include an evaluation of:

- Historic and contributing buildings
- Existing uses
- Infill opportunities
- Access
- Vehicular traffic patterns
- Walkability
- Surrounding land uses
- Topography
- Views and visibility
- Potential uses
- Parking
- Other planning and design efforts

The Halff Team will prepare a Site Analysis diagram assimilating the evaluated information for the Towne Centre to be used as a base map in the Technical Visioning Charrette. To aid in this analysis, city staff will provide base maps at the desired scales for the Halff Team's use.

c. Market and economics

The Halff Team will evaluate the commercial and residential capacity for uses that align with the Towne Centre's vision, and context of existing uses in the downtown area. This shall include retail services that can activate the major vehicular corridors, and housing options that will integrate into the existing historic fabric of downtown, as well as other complimentary commercial uses. This data shall inform the planning work and guide the visioning process for the City, the FEDC, and its stakeholders.

The market analysis will include:

- Demographic and socioeconomic conditions
- Benchmarking of downtown characteristics
- Commercial opportunities
 - Small office
 - Retail
 - Entertainment
 - Restaurant
- Residential demand by tenure

d. Existing ordinance review

The purpose of reviewing the existing zoning ordinance will be to assess the adequacy of the City of Farmersville's current zoning regulations related to future traditional neighborhood and mixed-use development (as indicated in the Comprehensive Plan) within the Towne Centre. The product will be a brief assessment and recommended modifications to the current zoning ordinance.

3. Public input

- a. The goal of public engagement is twofold: to inform the public about the project (which may include some level of education) and to solicit the opinion of the public about the details of the project. Depending on the level of public input received during the comprehensive plan process, less public input may be needed. However at a minimum, we propose a city wide public meeting at the beginning of the project, a second public meeting at the conclusion of the visioning process, and a public meeting closer to the end of the project, but before the adoption of the Master Plan by the City Council. The Halff Team will be responsible for facilitating these public meetings.

- b. The Halff Team would ask the City to appoint a Towne Centre Advisory Committee comprised of interested citizens, members of the development community, representative interest groups, appropriate city staff, members of the Planning and Zoning Commission, key representatives from the FEDC and members of the City Council. The Advisory Committee will meet with the Halff Team at key points during the process to discuss relevant issues related to the Towne Centre Master Plan in Phase I and the form-based zoning ordinance and standards in Phase II.

4. Technical Visioning Charrette

The Halff Team will use a Charrette process to generate a vision for the Towne Centre. We are very successful in inspiring people about the potential of a project, as well as calming any fears or concerns that people may have. We propose facilitating the Technical Visioning Charrette over a 3-day period at an on-site, city venue. This allows efficiency in developing ideas for immediate feedback while creating a sense of excitement and effective engagement by participants.

The Halff Team will generate ideas and planning concepts that will provide a preliminary framework and vision for the Towne Centre area, and will identify potential catalyst projects. These concepts may include:

- Key preservation sites
- Key infill and redevelopment zones
- Land use and mix analysis
- Development character and potential theme/branding concepts
- Concepts for vehicular circulation and mobility choice with corresponding street cross sections
- Enhancements for historic structures, streetscapes, pedestrian ways, open spaces and trails
- Parking strategy, considering on-street and lot parking, as well as policy recommendations
- Concepts for Catalyst projects
- An analysis of catalyst projects for public incentives, and fiscal impact on local tax base
- Review of existing regulatory policies and development standards
- Potential partnerships and funding strategies

Charrette preparation and facilitation of the visioning process includes the following:

Charrette Preparation

In addition to the Site Analysis, the Halff Team will prepare necessary base maps for purposes of concept plan development and discussion. Base maps will include a site inventory identifying topography, drainage patterns, floodplain, existing land use/zoning, structures, utilities, infrastructure, vegetation and property ownership. An agenda for the Charrette with summary material and preliminary questions for thought and discussion will be sent to the Charrette participants in advance. During the Charrette we will engage in a master planning workshop with the primary stakeholder group. The primary stakeholder group may include (but is not limited to) affected property owners, citizens, elected and appointed officials, EDC, 4A board members, city staff, interest groups, the business community, and anyone that has an interest in the future of the Towne Centre. In addition, other related stakeholders may be invited to attend and provide input.

Following an assessment of the development program and site issues/opportunities, the Halff Team will prepare Design Principles to help physically shape the plan and provide a foundation on which to base planning decisions. These principles will reflect both timeless attributes of successful and sustainable places, as well as critical ideas rooted in the project's particular program and site. The Design Principles will help insure that the Master Plan, short-term decisions and each phase of implementation are considered consistent with the long-term vision. The draft principals will be vetted and refined with Charrette participants throughout the process.

City staff will be responsible for the Charrette location (on-site), organizing stakeholder and community leader meetings, meeting announcements, printed materials and light refreshments. Conducting the Charrette at an on-site, city venue allows for impromptu walk-ins by participants to see the planning team's progress in refining the design ideas.

Charrette Facilitation - Day 1 (morning)

The Halff Team will begin with an overview of the Towne Centre presenting the preliminary analysis and draft Design Principles to charrette participants. For the remainder of the morning, The Halff Team will break off into a work session to review and consider options and opportunities for the study area. Ideas discussed by participants will be captured and hand sketched in map format (plan) for immediate feedback. The outcome will be two (2) to three (3) draft development scenarios roughly sketched.

Charrette Facilitation - Day 1 (afternoon)

The Halff Team will refine the roughly sketched development scenarios into two (2) distinct concept plan options still in draft form.

Charrette Facilitation - Day 1 (evening)

The Halff Team will conduct a draft presentation to the Charrette participants for feedback.

Charrette Facilitation - Day 2 (morning)

The Halff Team, with the participation of the invitees, will review the two (2) draft concept plan options and determine the preferred option.

Charrette Facilitation - Day 2 (afternoon)

The Halff Team will refine the preferred concept plan option and begin preparation of final graphics.

Charrette Facilitation - Day 2 (evening)

The Halff Team will conduct a draft presentation to the Charrette participants for feedback.

Charrette Facilitation - Day 3 (morning and afternoon)

The Halff Team will continue to refine the preferred concept plan option based on participant feedback received from the draft presentation, review and finalize graphics and finalize Design Principles based on discussions throughout the Charrette process.

Charrette Facilitation - Day 3 (evening)

The Halff Team will conduct a final presentation of the Town Centre Master Plan and Design Principles to Charrette participants and public.

At the end of the Charrette, a summary of decisions, planning directions and incremental implementation strategies will be made for client approval. The Halff Team and key client representative will meet to evaluate and refine for the draft report.

5. Draft Report

The Halff Team will prepare a report summarizing the Design Principles, analysis, development program and preferred Towne Centre Master Plan. The Master Plan will include preferred development context, ideal circulation patterns, street cross sections, open space and pedestrian paths, public realm recommendations, Catalyst projects, market and economic implication of final plan, potential timing of development alternatives, and incremental implementation strategies.

6. Final Report

The Halff Team will hold a final briefing of the Planning and Zoning Commission and City Council (Towne Centre Advisory Committee and public invited) to review the draft report. Following the presentation, the Halff Team will finalize the report for the adoption process.

7. Adoption

- a. Planning and Zoning Commission Public Hearing
The Halff Team will attend a public hearing with the Planning and Zoning Commission.
- b. City Council Public Hearing
The Halff Team will attend a public hearing with the City Council.

Phase 2 Implementation: Tie development standards to the vision reflected in the Towne Centre Master Plan

The Halff Team will generate a form-based zoning ordinance and development standards to facilitate a walkable, mixed-use environment for the Towne Centre which reflects the vision set out in the approved Master Plan and Comprehensive Plan. The ordinance will be designed to evolve with a near-term and long-term market aiming to achieve the Towne Centre's full potential. The ordinance will address such issues as land use, connectivity (preservation of the City's historic grid network), housing variety, building types, building setback, architectural standards, parking requirements, and signage.

1. Draft preliminary zoning ordinance and standards
The Halff Team will prepare draft zoning standards and uses for the Towne Centre area which may contain multiple sub-districts.
2. Review and discuss draft standards with Staff
The Halff Team will conduct up to two work sessions with city staff to review draft ordinance provisions.
3. Review and discuss draft standards with Towne Centre Advisory Committee
The Halff Team will conduct up to three work sessions with the Towne Centre Advisory Committee to review draft ordinance provisions.
4. Joint meeting with Farmersville Planning and Zoning Commission, EDC and City Council
The Halff Team will conduct a work session with City Council and the Planning & Zoning Commission to review draft ordinance provisions.
5. Public meeting
The Halff Team will conduct one (1) public meeting to receive feedback on draft ordinance provisions.
6. Final revisions to zoning ordinance, standards and Comprehensive Plan Amendment
The Halff Team will revise the draft ordinances based on public comment.
7. Adoption
 - a. Planning and Zoning Commission Public Hearing
The Halff Team will attend a public hearing with the Planning and Zoning Commission.
 - b. City Council Public Hearing
The Halff Team will attend a public hearing with the City Council.

INTERPRETING THE STUDY AREA

Farmersville Towne Centre

In order to have a better understanding of the Farmersville Towne Centre site and its potential, we created two graphics. The first graphic describes the location of the Towne Centre study area, defined as the Farmersville Redevelopment and Revitalization Area, in relationship with the following:

- City limits;
- Audie Murphy Parkway and State Highway 78;
- Historic Downtown Area;
- Major vehicular connections within the study area;
- The Chaparral Trail;
- Rambler and Memorial Parks;
- 100 year floodplain; and
- The Railroad.

Contextually the graphic also defines the following elements:

- Schools;
- JW Spain; and
- The potential site for the East Collin County College.

These items and elements are important to understand in how it may influence the development of a Master Plan for the Farmersville Towne Centre.

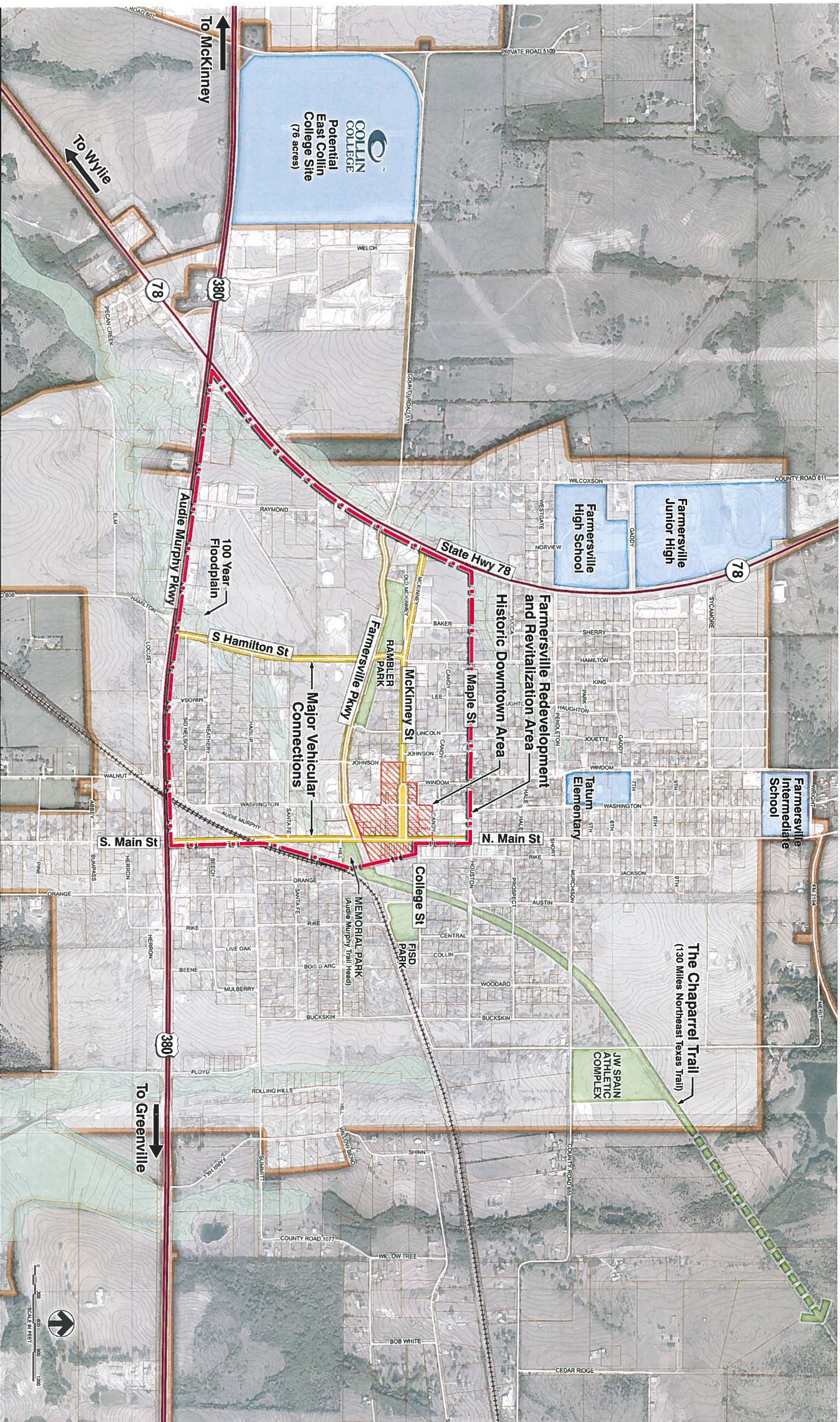
The Trails City

The second graphic superimposes the proposed road expansion to the potential East Collin College site as well as potential trails within the site and to areas beyond the Towne Centre along major linear features. Such trail connections will add to the possibility of Farmersville to be known as “The Trails City” in the future.

Throughout the visioning process, the Halff Team will build on these initial thoughts that we heard to interlace a well-connected trail network with a sequence of intimate public open spaces, fabric of high quality buildings, sustainable mixture of uses, variety of building and housing types, well connected streets and pedestrian scaled blocks, civic and landmark buildings, natural features and green infrastructure.

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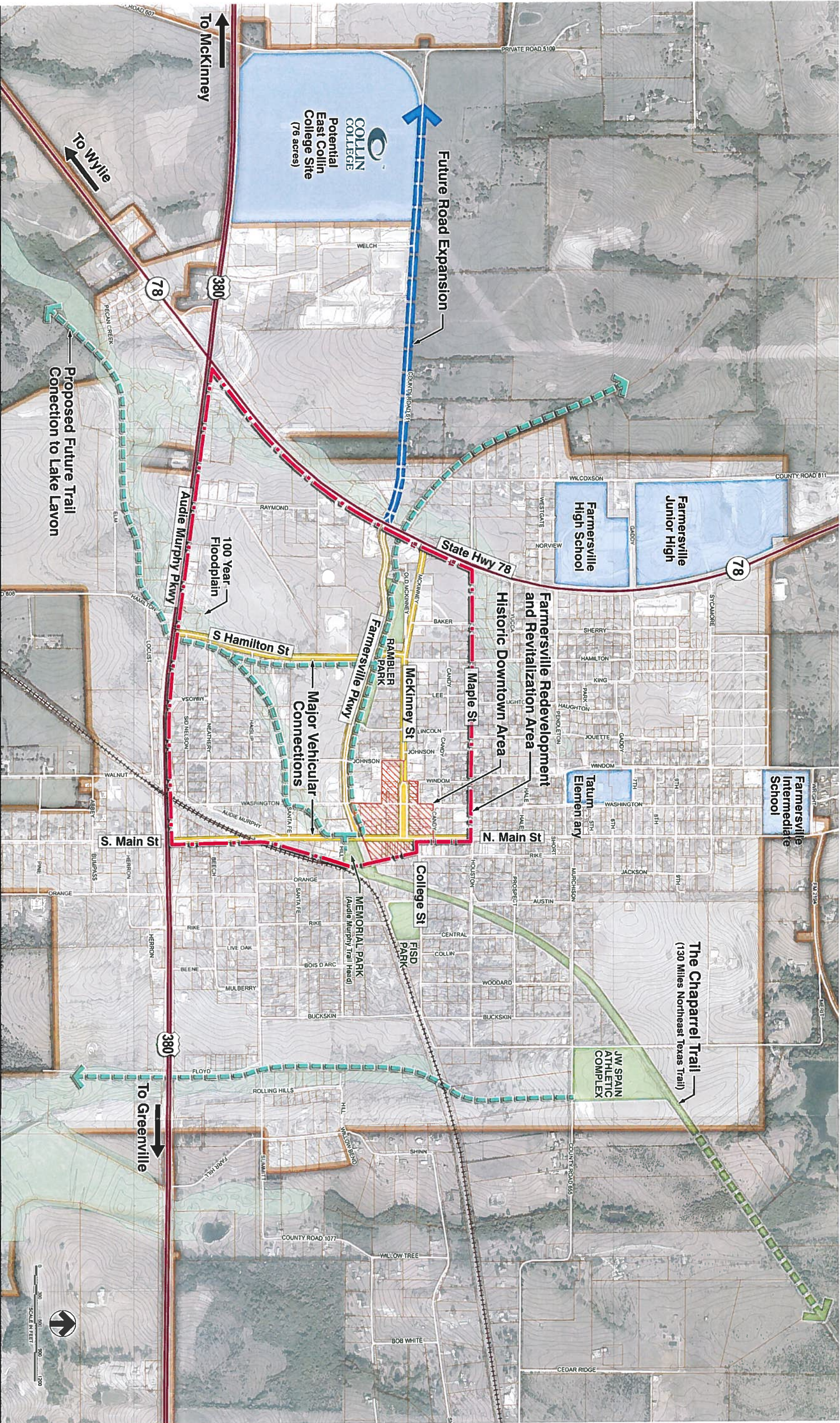
January 6, 2015

HALFF

FARMERSVILLE TOWNE CENTRE

CITY OF FARMERSVILLE, TEXAS

Farmersville
DISCOVER A TEXAS TREASURE



April 6, 2015



FARMERSVILLE - "THE TRAILS CITY"

CITY OF FARMERSVILLE, TEXAS



STORY BOARD

The photos on the following pages illustrate features and elements that are found primarily in the historic Downtown District of Farmersville. These features and elements serve as prime references for future development in the area.

HISTORIC BUILDINGS – part of Farmersville’s rich cultural heritage



RED BRICK PAVEMENT – a key branding feature for Farmersville



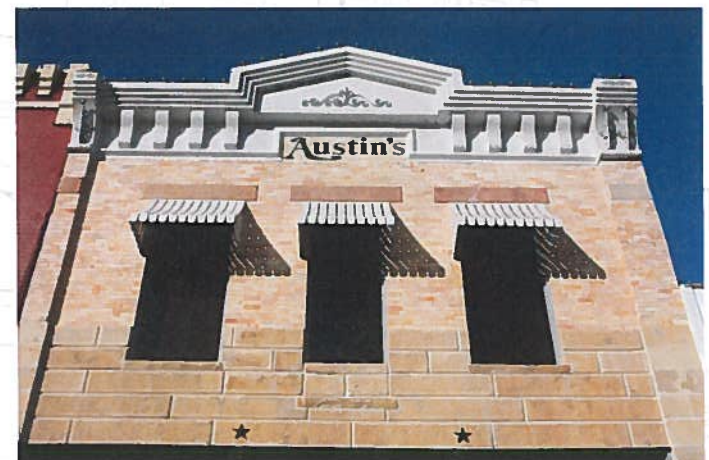
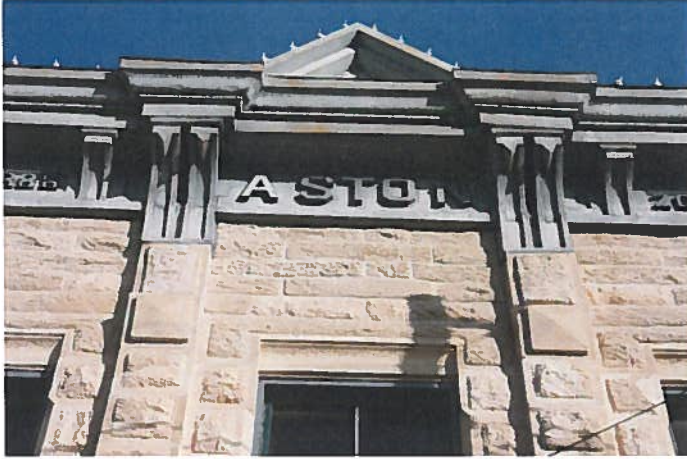
COVERED WALKWAYS – add to a pedestrian friendly environment



GATHERING PLACES – found in key places



BEAUTIFUL DETAIL – found in the design of the buildings



FACADES – attractive and at a human scale

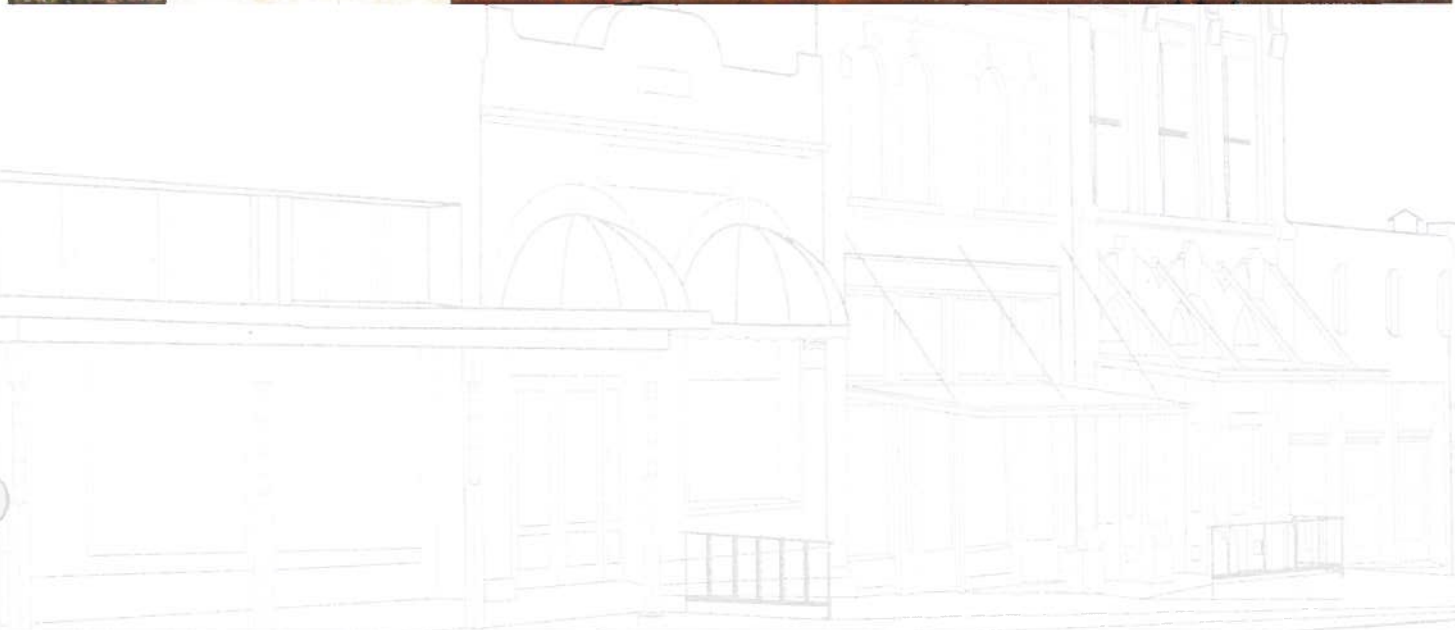


SIGNAGE – both traditional and modern



NEW DEVELOPMENT – done sensitively in context with Downtown





PLANNING AWARDS

The following pages describe a selection of notable awards received by the Halff Team.



Cedar Hill Parks, Recreation, Trails & Open Space Visioning Master Plan

Cedar Hill, Texas

2014 TRAPS Planning Excellence Award; TRAPS (Texas Recreation and Park Society)

Kennedale Comprehensive Plan

Kennedale, Texas

2013 Comprehensive Planning Award; American Planning Association (Texas State Award)

Bellevue Pedestrian Bridge

Dallas, Texas

2013 Merit Award for Design; American Society of Landscape Architects (Texas Chapter)

Buda 2030 Comprehensive Plan

Buda, Texas

2012 Comprehensive Planning Award; American Planning Association (Texas State Award)

Cedars West Urban Mixed-Use Development

Dallas, Texas

2012 North Texas LID Design Challenge Winner; Texas Land/Water Sustainability Forum

San Antonio Bike Plan

San Antonio, Texas

2012 Comprehensive Planning Award; American Planning Association (Texas State Award)

2012 Great Texas Trail Head Planning/Design Award; Texas Trails Network

Collin County Regional Trails Master Plan

Collin County, Texas

2012 Project Planning Award; American Planning Association (Texas State Award)

Coppell Town Center Plaza

Coppell, Texas

2012 Merit Award for Design; American Society of Landscape Architects (State Award)

Historic Fort Worth Stockyards Master Plan

Fort Worth, Texas

2010 Project Planning Award; American Planning Association (Texas State Award)

2009 Project Planning Award; American Planning Association (Midwest Texas Section)

Round Rock Citywide Trails Master Plan

Round Rock, Texas

2004 Innovative Planning Award; American Planning Assoc. (Central Texas Section)

The Heart of the City Master Plan

McAllen, Texas

2004 Urban Design Plan Award, Texas Downtown Association





San Marcos + Texas State University Town Plan, San Marcos

Plan of the Year
American Planning Associations; Texas Chapter

Frisco Comprehensive Plan – Putting All the Pieces Together, Frisco

Comprehensive Planning Award
American Planning Associations; Texas Chapter

Downtown Master Plan, City of Edinburg

Project Planning Award
American Planning Associations; Texas Chapter

Plan for Mills Branch, Lancaster

Center for Development Excellence
North Central Texas Council of Governments
Urban Design Award
Greater Dallas Planning Council

Downtown Plano, Plano

Urban Design Award
Greater Dallas Planning Council

Commercial Design Standards, Town of Little Elm

Current Planning Award
American Planning Association; Texas Chapter

Major Corridor Plan, City of Southlake

Project Planning Award
American Planning Association; Texas Chapter

Snider Plaza Concept Plan, City of University Park

Project Planning Award
American Planning Association; Texas Chapter

Westlake Comprehensive Plan and Unified Development Code, Westlake

Honor Award
American Society of Landscape Architects; Texas Chapter

Johnson Creek Corridor Plan, Dallas County

Comprehensive Planning Award
American Planning Association; Texas Chapter

College Station University Drive Pedestrian Improvements Plan, College Station

Honor Award
American Society of Landscape Architects; Texas Chapter

Plano Transit Village, Plano

Project Planning Award
American Planning Association; Texas Chapter
Celebrating Leadership in Development

City of Round Rock, Round Rock

Comprehensive Planning Award
American Planning Association; Texas Chapter

Las Vegas Zoning Ordinance, Las Vegas

Current Planning Award
American Planning Association; Nevada Chapter

Austin Town Lake Comprehensive Plan, Austin

Merit Award for Planning and Analysis
American Society of Landscape Architects; Texas Chapter
Honor Award for Planning and Analysis
American Society of Landscape Architects

Mills Branch TND, Lancaster

Celebrating Leadership in Development
Excellence Award
North Central Texas Council of Governments
Center for Development Excellence

Uptown Dallas, Dallas

Celebrating Leadership in Development
Excellence Award
North Central Texas Council of Governments
Center for Development Excellence

Carrollton Downtown Transit Center Plan, Carrollton

Dream Study Urban Design Award
Greater Dallas Planning Council

Downtown Dallas Transportation Master Plan, Dallas

Urban Design Award
Greater Dallas Planning Council

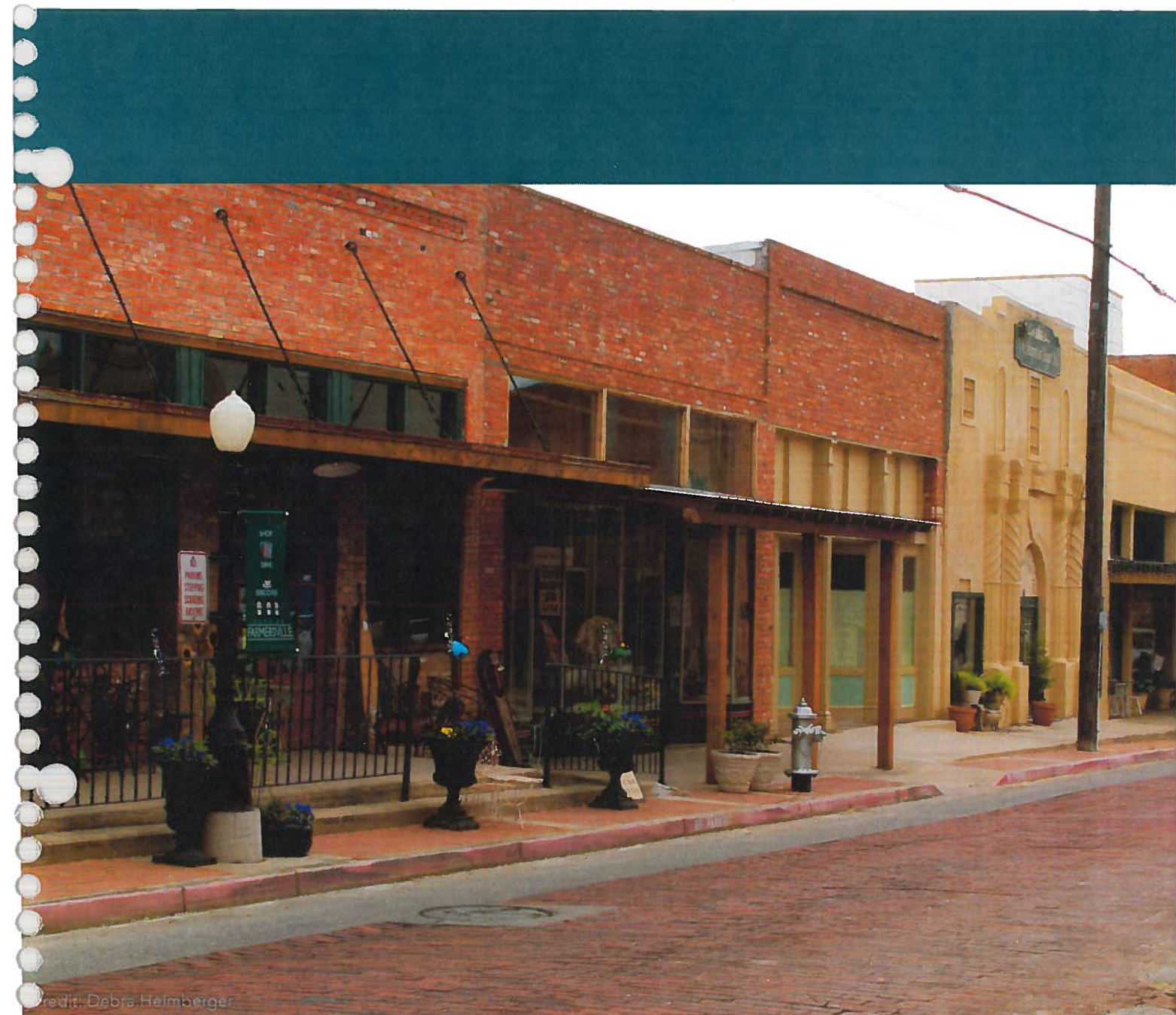
HALFF COLLIN COUNTY EXPERIENCE

The following projects represent a sampling of Halff's Collin County experience:

- Collin County Master Plan Youth Park - Dallas, TX
- Collin County Regional Trails Master Plan - Collin County
- Hunters Creek Community Park, Survey and Master Plan - Frisco, TX
- West Rowlett Creek Hike and Bike Trail - Frisco, TX
- Sheperd's Hill Neighborhood Park, Field Study and Concept Development - Frisco, TX
- Frisco Open Space Master Plan - Frisco, TX
- Bethany Road, Median Landscape Improvements & Irrigation Design - Allen, TX
- Allen Neighborhood Park Design - Allen, TX
- Rowlett Creek Land Utilization Study - Allen, TX
- Mustang Creek - Allen, TX
- Historic Allen Water Station Park - Allen, TX
- Molsen Farm - Allen, TX
- Bluebonnet Trail Extension - Plano, TX
- Plano Parks & Recreation, Jack Carter Park - Plano, TX
- Carpenter Park - Plano, TX
- Six Cities Trail Plan, Multi-Jurisdictional Trail Linkage Plan - Plano, TX
- Three Cities Trail Survey - Plano, TX
- Parkwood Trail Study - Plano, TX
- Legacy Trail Study - Plano, TX
- Highway 78 Corridor Study - Sachse, TX
- Parks Master Plan - Wylie, TX
- Founders Park Master Plan - Wylie, TX
- McKinney Recreational and Open Space Master Plan - McKinney, TX
- Virginia Parkway - McKinney, TX
- Valley Creek Park - McKinney, TX
- Glen Ridge Park - Murphy, TX
- Citywide Parks Master Plan - Murphy, TX
- Indefinite Delivery Park Planning, Landscape, Architecture and Concept Development - Murphy, TX
- Geographic Information System Services - Murphy, TX
- Professional Engineering Services - Royse City, TX
- Fairview Miscellaneous Review - Fairview, TX
- Commercial Area Design Guidelines - Fairview, TX
- Heritage Ranch Development, Construction Management Services - Fairview, TX
- Town Thoroughfare Plan Update - Fairview, TX
- Commercial Area Concept Planning - Fairview, TX
- Subsurface Utility Engineering Services - Lucas, TX
- Ash Street Design - Celina, TX
- Melissa Independent School District Traffic Studies - Melissa, TX

Presenter

2



Request for Qualifications Farmersville, Texas Towne Centre Plan

Tharp Planning Group

January 9, 2015

Janet Tharp
Tharp Planning Group
400 North St. Paul Street, Suite 1212
Dallas, Texas 75201
janet@tharpplanning.com | 214.354.5523

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January 9, 2015

Dear Selection Committee,

We are pleased to submit this response to your request for qualifications for the preparation of a Towne Centre Plan for the City of Farmersville. Tharp Planning Group and our associates are uniquely qualified to prepare a downtown plan that is consistent with Farmersville's existing Comprehensive Plan and that incorporates sustainable design and innovative urban planning techniques — all while maintaining widespread support from stakeholders.

Having prepared the Farmersville Comprehensive Plan, we know Farmersville. We appreciate the City's many assets and understand the potential of your dynamic community within the growing region. As a multi-disciplinary team, we have worked together on similar projects and are committed to providing high quality customized planning services for the City of Farmersville. In addition to working on the Comprehensive Plan, our team member Kimley-Horn and Associates was the lead on roadway analysis and impact fees for Farmersville and has current on-the-ground experience. We understand and acknowledge the potential this project has to remarkably shape Farmersville's future at this critical time in its history. A compelling vision — embraced by your community and citizens and based on best practices — will provide direction on how to capitalize on downtown's assets and provide a roadmap for the coordination of initiatives that will connect and enhance the central area.

Our approach is based on the idea that developing a shared vision and plan must reflect the input of the citizenry, and it is important to involve representatives from the entire spectrum of town center stakeholders. Meaningful public engagement is vital for success and is essential for prioritizing critical issues, communicating clear and realistic scenarios, helping the community reach consensus. We will translate the community's voice into a relevant downtown vision and plan through words and pictures. We know that throughout the process a full range of stakeholders must be engaged to make real choices, and we commit to working with you to ensure community input and engagement throughout the project.

We look forward to sharing more about our experience, unique perspective, and qualifications. Please do not hesitate to contact me with any questions or additional requests.

Sincerely,



Janet Tharp
Tharp Planning Group
Dallas, Texas 75201
214.354.5523
janet@tharpplanning.com

Project Understanding

The Tharp Planning Group team understands that Farmersville wishes to prepare a Towne Centre Plan consistent with the City's Comprehensive Plan. The goal of the plan is to guide redevelopment and revitalization of the downtown area by understanding the community's vision for downtown, addressing key issues, and identifying strategies to achieve residents' and stakeholders' vision. The result of the process will ensure long-term implementation of a downtown vision through integration and coordination with other plans within the framework of the current municipal structure.

The Tharp Planning Group team has successfully provided planning services and strategic support for communities across Texas and the country. Our success in assisting communities is a result of embracing the philosophy that the community members are the experts—about the community, the political environment, the need for the right kind of strategies to manage the community, and the vision for what the community expects to become in the coming decades. Our job is to complement that local knowledge and expertise with new ideas, a fresh approach, and the experience that we have acquired in working with many communities and with innovative planners and leaders throughout the country. Key issues we will address include:

Preserving the Historic Downtown and Integrating New Development

The Farmersville Vision includes a strong, connected downtown that maintains its historical character and continues to see restoration and revitalization built on this historic framework. In order to achieve this vision, it is important to establish a land use and urban design plan that guides future development and redevelopment. Our team will prepare a detailed land use map, building footprints, and urban design guidelines and standards to encourage desired development. We will also review the historic

guidelines and make recommendations on how to continue the preservation of this historic main street area and other contributing structures. Identifying historic resources and evaluating preservation ordinances will also be a part of the conversation.

Incorporate Multi-modal Transportation

Building upon our comprehensive planning work, our team will work with the City to develop concepts to incorporate multi-modal transportation in the Towne Centre. There are many important features already in place that provide an excellent starting point, such as the Chaparral Trail, Farmersville Parkway, and the connectivity of the Towne Centre – all of which provide an important base for multi-modal improvements such as bicycle infrastructure, pedestrian amenities, and access to transit.

Bicycle Infrastructure – Examining how residents of Farmersville can access the Towne Centre on bike is essential. This can be achieved by finding key connections, such as the Chaparral Trail, and identifying additional ingress and egress for bicycle traffic into the study area. In addition we will examine ways to promote bicycling through additional off-street trails, bike lanes, or shared bicycle lanes within the Towne Center.

Pedestrian Amenities – Walking is an essential element to a healthy downtown. The best examples of lively downtowns and town centers across the country all have an element of “park once” in which access to the area by vehicle is simple, followed by the ability to walk to any destination within the downtown without having to re-park. Also, ensuring that pedestrians have a safe place to walk is important. The Towne Centre plan should build on the City's current Americans with Disabilities Act (ADA) work and inventory the sidewalks in the area and propose a plan to build, improve or replace sidewalks, as needed.

Access to Transit – Identified in Transportation Goal 5 of the Comprehensive Plan, transit is an important element for the City of Farmersville. Transit centers and connections tend to function best in areas of high activity and population/employment density. The Towne Centre would be the most logical location for a transit connection. At first this transit connection may be a commuter bus station that provides access to either DART's or TAPS' transit network. Many residents commute to Collin and Dallas Counties and could benefit from a commuter service. In time, as the City grows, demand may allow for other types of transit to be viable in Farmersville, including passenger rail. The Towne Centre is a highly desirable location for this type of transit service.

Capitalizing on Key Transportation Connections

The City of Farmersville is strategically located on a number of important highways. US 380 provides an important connection to McKinney and areas to the west and to the east in Greenville. SH 78 connects Farmersville south to Dallas. With these two significant roadways defining the edges of the Towne Centre on the south and west respectively, it will be critical to develop concepts that use those connections to enhance the center of Farmersville. According to many residents that we heard from during the comprehensive planning process, it is easy to pass through Farmersville while driving on SH 78 or US 380 and not notice the downtown. It is important that the Towne Centre plan focus on ways to help promote transportation gateways into the downtown, especially from US 380.

In the future, the connection to the Towne Centre will be even more important. The Collin County Outer Loop and increased development in the region will result in more trips traveling through Farmersville and more people wanting to use Farmersville as a destination for eating and shopping.

In addition, Towne Centre wayfinding is another tool for consideration during the Towne Center planning process. Wayfinding helps all transportation users find their destinations. Aesthetic street signs may be customized for the City that both convey directional information and branding of the downtown's character. The signage can direct users to cultural amenities such as parks, city hall, the library and even shopping. Wayfinding could be beneficial to those on US 380 and SH 78 to direct them to Farmersville's Towne Centre.

Integrating Cultural Amenities & Parks

Farmersville residents have a deep appreciation for their community's history and enjoy the downtown area as the central gathering place for celebrations and public events. Throughout the comprehensive planning process, residents and stakeholders expressed a desire to strengthen downtown; to prepare for future growth so that the character of the community is maintained; and to enhance the downtown as a cultural and business center. In addition to new cultural development opportunities, it is important to ensure that Farmersville's history of parks, trails, and open space is maintained throughout the Towne Centre. This can be achieved through identifying public plazas, small gathering areas, and other active public places throughout the Towne Centre.

Our Approach

We believe the following approach will achieve a plan that reflects the citizens' vision and addresses Farmersville's downtown priorities, while also providing creative strategies that can be implemented immediately and that are customized to the Towne Centre.

We propose to:

- Capture the community's vision for downtown and integrate the existing Comprehensive Plan;

Project Understanding

- Develop a framework for transparent analysis and communication;
- Create a visionary Towne Centre Plan that capitalizes on the community's opportunities;
- Address urban design, parks and open space, as well as needed connections;
- Develop strategies to achieve the vision;
- Create a strategic implementation and action plan that lays out short-term and long-term actions; and
- Keep stakeholders engaged throughout the process.

Planning Methodology

Our team knows that achieving a shared Towne Centre vision requires a collaborative effort between the City Staff, the City Council, and other stakeholder groups. We see this process organized into eight key tasks:

Task 1: Project kickoff. Developing a strong communication link between the consultant team, city representatives, stakeholders and community groups is essential to this project's success. This will include initial data collection and GIS mapping, a walking tour of the Towne Centre to develop a visual analysis of land use, and a kick-off meeting to refine the process and products desired.

Task 2: Stakeholder/public outreach and involvement to facilitate informed decision-making and achieve community buy-in. We will conduct in-depth community leader and stakeholder interviews, develop a community outreach database, broaden input through the use of social media and other proactive communications strategies, as well as hold focus groups. Just as we worked with a stakeholder's group to prepare the Comprehensive Plan, we would like to continue to work with a similar support group to help us prepare the best plan possible for

Farmersville's Towne Centre. Key activities include a Towne Centre visioning workshop and innovative use of on-site feedback opportunities. The draft plan will be fully vetted through a public open house to maximize community feedback and input into the plan recommendations.

Task 3: Existing conditions assessment and data analysis. Develop an understanding of the downtown's capacity for growth; conduct an assessment of the existing development; and update the transportation and infrastructure conditions from the Comprehensive Planning process.

Task 4: Vision, goals and objectives. The Tharp Planning Group team will refine the Towne Centre vision to accommodate the desired and expected change in population and employment consistent with regional projections and the values represented by the citizenry. This draft vision describes and illustrates how the Towne Centre will look and feel if the vision is achieved. This Vision will be coordinated with the Comprehensive Plan.

Task 5: Plan development. We will craft a blueprint for the Towne Centre's future that includes maps, narratives, images, and illustrations to define the desired vision, development patterns, transportation connections, urban design, as well as needed strategies and actions. The outcome will be a well-illustrated, user-friendly final product that is easy to navigate and update. In addition, the plan will capture the character and culture of Farmersville and will be consistent with the Comprehensive Plan.

Task 6: Design guidelines and development standards. We will recommend draft standards to guide desired development in the downtown area.

Task 7: Implementation. The strategic implementation plan will address key needs and

opportunities throughout the planning process, identify partners in implementation, and prioritize activities.

Task 8: Hearings, adoption, and final plan documents. We will work with the City to ensure an informed community dialogue that results in successful plan adoption.

Deliverables

The end result of this planning process will be a Towne Centre Master Plan document that includes detailed recommendations for the following that are consistent with the City's existing Comprehensive Plan:

- Land Use Plan
- Design Guidelines & Development Standards
- Commercial/Retail Development Residential Development
- Infrastructure/Traffic Improvements/Circulation
- Alternative Transportation Options (Transit, Bicycle, Pedestrian)
- Streetscaping and other aesthetic improvements
- Implementation Plan with goals and strategies
- Comprehensive Plan updates

Firm Information



credit: Debra Heinberger

ABOUT US

Tharp Planning Group is based in Dallas, Texas and offers comprehensive and strategic planning services to public and private sector clients in need of creative, effective solutions to problems related to urban growth and development. The firm has successfully completed a range of planning and development-related projects in communities across the country – from urban to rural settings - from Dallas, Texas to Tulsa, Oklahoma, Las Vegas, Nevada, Waco and Farmersville, Texas, West Feliciana Parish, Louisiana, and Barrow, Alaska.

Prior to establishing Tharp Planning Group in 2006, Janet led the forwardDallas! Comprehensive Plan for the City of Dallas. In this role she provided consultant oversight and managed the day to day development of the plan. Janet has also managed planning and development services in Dallas and Arlington, Texas. Janet's experience in both the public and private sectors makes the firm uniquely qualified to work on municipal comprehensive plans. In addition to providing high quality plans for diverse communities, Tharp Planning Group understands the needs of the local government and makes it a priority to partner with city staff and leadership to build a plan that is closely integrated into the community's and city's culture.

Tharp Planning Group creates plans that incorporate smart growth and sound planning principles and are based on thorough research, GIS analysis, and graphic representation. Our plans are customized to each community in which we work.

As team lead, Janet Tharp ensures that each project has seamless on-the-ground communications throughout the project. Tharp Planning Group's approach is that planning must be based on local values and traditions, so the basis for all planning work is understanding diverse community guiding principles and viewpoints and incorporating them into all of the firm's technical work.

Statement of Legal Standing

Tharp Planning Group is a Texas LLC in good standing and has had no controversies or legal disputes.

Statement of Availability of Key Staff

This certifies that the key staff described in this RFQ are available to complete the Farmersville Comprehensive Plan and that these professionals will be the people staffing this project.



History: Janet Tharp has provided consultant services to cities and towns for 20 of her 32 years of experience. In 2006 she established Tharp Planning Group.

Years in Business: 7 as Tharp Planning Group; total of 20 as a planning consultant

Awards and Honors:

Project Planning Award, Texas Chapter APA, 2013 for the Dallas HUD Challenge Grant

Comprehensive Planning Award, Texas Chapter APA, 2006 for ForwardDallas! Comprehensive Plan

Honorable Mention Award, National APA in 1988 and Merit Award, Texas Chapter APA in 1987 for Dallas' new Zoning Code and Zoning Transition Program

Member, Dallas Landmark Commission, 1999-2001, 1994-1995

Team Members



credit: Debra Helmberger

LEAD CONSULTANT & KEY PERSONNEL

Tharp Planning Group

Janet Tharp, Principal

Janet Tharp works closely with clients using a problem solving approach that focuses on understanding the client's needs and goals and using clear communication and customized planning methods to achieve them. Janet has over 30 years of planning experience, specializing in project management, comprehensive and special district planning, ordinance drafting and public outreach, and values research. Janet has practiced in both the public and private sectors, and has experience directing large and mid-sized city planning departments. While working for the City of Dallas she managed the development of the forwardDallas! Comprehensive Plan.

Janet prepared Comprehensive Plans for Farmersville, Texas, Northlake, Texas, and East Feliciana Parish, Louisiana. She served as the project manager for the Waco Downtown Plan, PLANiTULSA, the Tulsa Comprehensive Plan, and the West Feliciana and Pointe Coupee parish plans in Louisiana, in partnership with Fregonese Associates. In addition, she was a part of the management team for the East Baton Rouge Comprehensive Plan, Louisiana, and the recent Dallas TOD Project. While working with Kimley-Horn and Associates, Janet managed a citywide Complete Streets Initiative for Dallas. Janet has also drafted numerous zoning and subdivision ordinances, participated in an eight-county regional plan in Nebraska and Iowa, and is currently working on a plan for the City of Gonzales, Louisiana. Janet is a smart growth trainer for the National Association of Realtors.

Janet has a BA in Geography from the University of Texas at Austin and a Masters in Urban and Regional Planning from the University of Oregon.



Janet Tharp

Team Members



drw planning studio

At DRW Planning Studio, our work focuses on the nexus of place-making and planning practice. We place high value in community-driven processes to shape the built environment, and collaborate with clients to discern community aspirations and translate them into clear, achievable plans. We bring a strategic approach that emphasizes plan implementation, and we believe that the success of realizing a vision is rooted in a deep understanding of the practical aspects of city building and the need to embed good place-making ideals within city policy, business practices, and organizational structure.

David Whitley, Principal

David Whitley is the owner of a Dallas-based urban planning firm, DRW Planning Studio. His practice focuses on aiding municipalities with long-range planning initiatives and small area plans, as well as evaluating municipal policies and business practices through the lens of fostering more vibrant cities. He also assists development clients to evaluate strategic development opportunities while bringing a perspective that emphasizes creating unique and enduring places.

Prior to starting his own firm, David was the Associate Director of the Dallas CityDesign Studio at the City of Dallas. Key initiatives while at the Studio included: completing an award-winning urban design plan and guidelines for West Dallas, advancing changes to city policy regarding mobile food vending, and developing an urban design review process for key areas of the city.

David has 14 years of public service in municipal planning. During his 11-year tenure with the City of Dallas, David worked on a number of planning initiatives including development code amendments for neighborhood stabilization, as well as planning and economic development efforts for the Trinity River Corridor. David previously worked with the City of Arlington, handling long-range planning initiatives, development review, and TIF District administration. He holds an architecture degree from the University of Texas at Austin, and a Master's in Regional Planning from Cornell University.



David Whitley

Kimley-Horn and Associates, Inc.

Established in 1967, Kimley-Horn and Associates, Inc. has grown to over 2,300 professionals in 72 offices nationwide. Our Texas region consists of 9 offices including Houston, Austin, Bryan/College Station, Dallas, Fort Worth, Frisco, Irving, Lubbock, and San Antonio. Kimley-Horn specializes in the comprehensive planning of regional and statewide transportation systems, pedestrian travel corridors, bicycle infrastructure planning and design, Complete Street Designs and Context Sensitive Solutions. In serving clients, such as the City of Houston, the Houston-Galveston Area Council (H-GAC), TxDOT, Harris County, Conroe, Missouri City, Sugar Land and others, Kimley-Horn team members are particularly knowledgeable in local and regional mobility issues and potential solutions.

Robert D. Rae, AICP

Rob is involved with data collection and analysis for transportation planning projects in and around the State of Texas. His focus is on sustainable transportation and working towards integrating a multimodal approach to improving mobility within urban areas and by incorporating Context-Sensitive Solutions (CSS) in the design of our major thoroughfares. Previously, Rob worked for the Southwest Region University Transportation Center (SWUTC) on a safety project relating traffic crashes to the built environment within the City of San Antonio. Using crash data acquired from the San Antonio Police Department he was able to determine how much of a factor community design and surrounding land uses had on traffic safety within the city. Additionally, his experience working for the San Antonio-Bexar County MPO gives him a well-rounded perspective of different transportation planning programs. Rob graduated from Texas A&M's Masters of Urban Planning program, and he has experience in ArcGIS, TransCAD and CommunityViz™ software programs.

Kimley»Horn



Robert D. Rae

Team Members



Ky Stephens

Ky Stephens, PLA

Ky is a Professional Landscape Architect who offers four years of practical landscape architecture and planning experience with Kimley-Horn. She has worked on a variety of public and private project types including urban redevelopment and revitalization, land planning, mixed use development, urban streetscapes, roadway and roundabout aesthetics, corridor redevelopment, retail, business parks, single and multifamily development, park master planning and design, and trails. Ky has a passion for incorporating sustainable principles, project experience, and regional knowledge to create an impactful and manageable design. Ky served as the Landscape Designer for the Old Decatur Road from McLeroy Boulevard to Longhorn Road project in Fort Worth, TX. The project consisted of constructing approximately 2,500 linear feet of Old Decatur Road as a 4 lane divided roadway with bike lanes and dual lane roundabouts at two of the project intersections. Ky assisted in designing the streetscape and central islands of the roundabouts. She has also worked on the following projects:

- Old Town Keller Streetscape Redevelopment Study, Keller, TX
- Burleson Old Town Mobility Implementation Plan, Burleson, TX
- Addison Urban Redevelopment Study, Addison, TX – Planning Analyst
- Fort Worth Roundabout Landscape Standards, Fort Worth, TX
- Trinity Boulevard Streetscape and Roundabout, Fort Worth, TX
- Vickery Trailhead and Streetscape, Fort Worth, TX
- Medical Center of Plano Plaza and Trail, Plano, TX

Ky has a Bachelor of Landscape Architecture from Texas A&M University, 2012 and is a Professional Landscape Architect in Texas, No. 2954

Drew Brawner, AICP

Drew's project experience includes data collection and analysis for a variety of land use and transportation planning studies. His project types include pedestrian and bicycle mobility plans, comprehensive plans, land use/redevelopment plans, corridor studies, master thoroughfare plans, and transportation modeling. Previously, Drew worked for the City of Arlington Urban Design Center, providing urban design solutions and planning analysis for the City and general public. Projects completed for the City of Arlington included neighborhood-level planning and analysis, infill/redevelopment scenarios, and design concepts for civic spaces. Drew graduated from the University of Texas at Arlington's Master of City and Regional Planning program, and provides technical proficiency in ArcGIS software.



Drew Brawner

In addition to working on the Farmersville Comprehensive Plan, Drew has worked on the Burleson Old Town Pedestrian Mobility Plan, Burleson, TX where he assisted in updating the Burleson Thoroughfare Plan to reflect changing demographic ideas about street classifications within the City. Kimley-Horn's approach involved examining complete streets and applying context sensitive solutions to balance the needs of each mode — including bikes, pedestrians, and transit — within the transportation network.

He also worked on the Central Bedford Redevelopment Plan, Bedford, TX where he was influential in developing the concepts and initiatives for the Bedford Redevelopment Plan. He was a key component of the public involvement process including data collection and meeting facilitation. He was also a key team member in developing the multi-modal concepts for bicycle and pedestrian integration. Additional experience:

- Mansfield On-Street Bicycle Plan, Mansfield, TX
- Missouri City Bicycle and Pedestrian Mobility Plan, Missouri City, TX
- Dallas Complete Streets, Dallas, TX - Analyst
- Arlington New York Avenue Corridor Strategy, Arlington, TX
- Fort Worth Roadway Impact Fee Study, Fort Worth, TX

Kimley»Horn

Work Samples



credit: Dabra Helmberger



The following projects are examples of plans that the Tharp Planning Group team has produced.



What does Farmersville's future look like to you? Please join us to give your input in the Farmersville Comprehensive Planning Process!

community workshop

Your thoughts and input are important to this process!

Tuesday, August 7
Farmersville High School
Cafetorium

5:30 pm - Doors Open
6:00 - 7:30 pm
Workshop and Open House

499 Hwy 78 N. Farmersville, Texas



We hope to see you there!

For more information, contact Janet Tharp at 214-354-5523



THARP

PLANNING GROUP

COMPREHENSIVE PLANNING

FARMERSVILLE, TX COMPREHENSIVE PLAN

The Farmersville Comprehensive Plan, unanimously adopted in 2013, was created after extensive input from residents and stakeholders. A future vision for the city lays out how Farmersville should look and feel in the future, and provides strategies to ensure that the city can accommodate desired growth while maintaining the small town feel and sense of identity of the city. The plan provides tools for appropriate regulations, public strategies and investments, and incentives to encourage private investment and public-private partnerships as development occurs.

Key issues addressed in the planning process included building on the historic Main Street and enhancing the downtown as a Towne Centre; creating opportunities for future industrial development; planning for responsible growth; promoting a balanced mix of jobs; providing linkages between central Farmersville and other parts of the city and region; emphasizing development in the downtown and at the US 380 and SH 78 intersection; and providing an environment where community spirit flourishes and people want to continue to volunteer and be involved in the future of Farmersville.

Working with Kimley-Horn and Associates, Janet Tharp served as the project manager for the plan. Janet was involved in all aspects of plan development and public outreach and authored or edited much of the text.

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janet@tharpplanning.com
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Dallas, Texas 75201

Reference
Benjamin White, City
Manager
City of Farmersville, Texas
office (972) 3782-6151



THARP
PLANNING GROUP

COMPREHENSIVE PLANNING

TULSA, OK COMPREHENSIVE PLAN

The PLANiTULSA Vision and Plan, adopted in 2010, lays out concepts for how the City of Tulsa will look, function, and feel over the next 20 to 30 years. PLANiTULSA, describes the kinds of places, economy, housing and transportation choices, parks, and open spaces that the city's policies should be designed to create.

PLANiTULSA is a product of unprecedented public engagement, developed with the guidance of over 5,500 Tulsans, stakeholders, City staff, and a volunteer Citizens' Team. Through this vision, Tulsans set the city on a new course towards having a vibrant and dynamic economy, attracting and retaining young people, providing effective transportation, providing housing choices, protecting the environment and providing sustainability, and supporting education and learning.

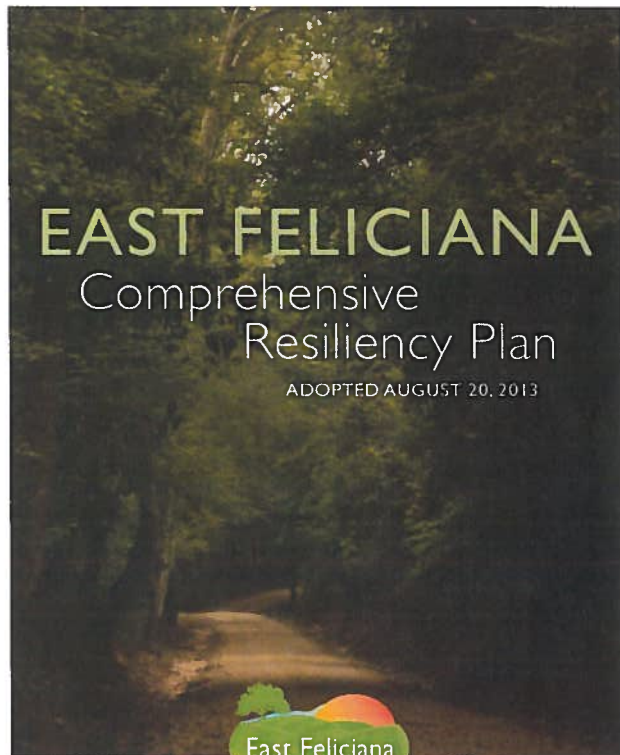
Janet Tharp was project manager for the PLANiTULSA Comprehensive Plan, adopted in 2010. For this plan, Janet partnered with Fregonese Associates and a team of consultants to prepare a Vision for the City of Tulsa, a Comprehensive Plan with ten elements, and a Strategic Implementation Plan. Janet was involved in all aspects of plan development, public outreach and authored or edited much of the text.

Since adoption of the plan, the city has hired a new planning director, updated the zoning ordinance to align with the plan, and prepared six small area plans implementing PLANiTULSA recommendations.

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Relevant Experience



THARP

PLANNING GROUP

COMPREHENSIVE PLAN

EAST FELICIANA COMPREHENSIVE PLAN

East Feliciana, a parish located north of Baton Rouge, Louisiana contains beautiful rural areas and strategically located town centers. The East Feliciana Parish Comprehensive Resiliency Plan, adopted in 2013, builds on the long history of smart growth patterns and establishes tools that will continue this development pattern into the future. The Plan identifies areas of improvement needed so that the Parish is prepared to deal with future growth pressures, as they occur.

The Comprehensive Resiliency Plan describes the citizens' vision of the future and then provides short- and long-term strategies necessary for its implementation. The recommended strategies and actions suggest ways to retain the natural beauty of the Parish while providing a prosperous economy and healthy environment for all citizens. The Plan places a special emphasis on economic development research and strategies that work to create a more resilient future for Parish residents.

Preparation of the plan included extensive outreach to residents across the parish, with an emphasis on giving a voice to communities that have traditionally been underrepresented.

Janet Tharp served as lead planner of the East Feliciana Comprehensive Plan. Initially she held this role while working for Kimley Horn and Associates, and continued as lead planner to complete the project when she returned to Tharp Planning Group. As project manager she was responsible for all aspects of the plan and was the plan's author.

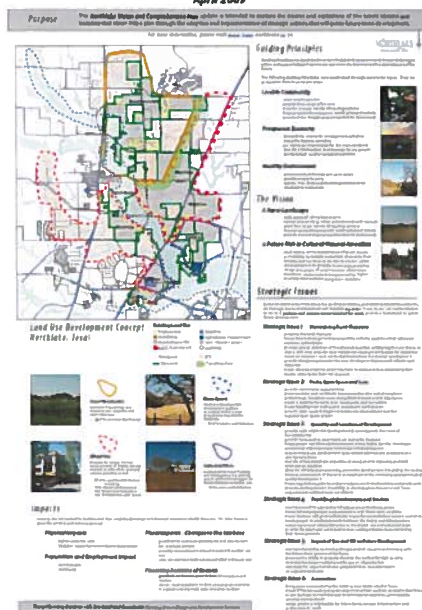
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maryjo47@earthlink.net
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Relevant Experience



NORTHLAKE COMPREHENSIVE PLAN April 2009



THARP

PLANNING GROUP

COMPREHENSIVE PLANNING

NORTHLAKE, TX COMPREHENSIVE PLAN

The Northlake Vision and Comprehensive Plan, adopted in 2009, updated the 2002 Strategic Plan. The Plan incorporates residents' desires and aspirations and translates that vision into a plan through implementation of strategic actions to guide future development. The goal of the plan is to ensure that stakeholders have tools available to successfully implement the plan, including appropriate regulations, key public strategies, investments and incentives to encourage appropriate private investment. Prior to the plan update, Northlake experienced increased development pressures, including several large regional developments. The plan positioned Northlake to benefit from these pressures by putting strategies in place to direct the type and character of development desired by the town's citizens. This clear understanding of the vision as well as consistent and predictable tools to implement the vision has helped attract desired development.

Following adoption of the Northlake Vision and Comprehensive Plan, the Town of Northlake has continually implemented the plan's recommendations by revising and adopting new development regulations, updating annexation policies, conducting a parks, recreation and open space plan, making infrastructure improvements and preparing an Industrial Sector Plan.

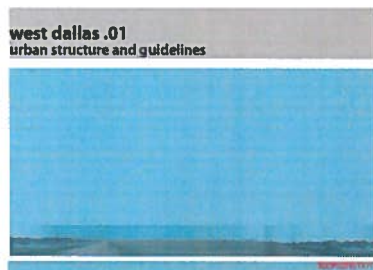
Janet Tharp prepared the Northlake Comprehensive Plan and, working with Kimley-Horn and Associates, prepared the Industrial Sector Plan.

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Reference

Theresa O'Donnell
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West Dallas Urban Structure and Guidelines

Dallas, TX

The inaugural project of the Dallas CityDesign Studio sought to define a common vision among constituencies with seemingly colliding priorities. Years of mistrust between the community and the City, along with increasing anxiety around looming development pressure, made the conversation around capturing the vision correctly even more significant of a challenge. Listening carefully to the underlying motivation behind concerns, vetting the vision fully with the community and stakeholders, and adjusting it until it was right, resulted in a plan that successfully balanced seemingly competing aspirations for the future, while serving as a new model for community engagement at the City. Operating under the mantra of 'listen, draw, repeat,' the Studio developed a blueprint for this rapidly redeveloping part of Dallas under David's leadership as Associate Director.

Adopted in 2011, the study has resulted in:

- \$34M investment as part of the City's 2012 Bond Program to improve connectivity in the area and open up previously isolated parcels for development;
- The adoption of a Neighborhood Stabilization Overlay to protect the existing neighborhood;
- Rezoning of significant holdings of land for long-term redevelopment, while accommodating an innovative restaurant incubator that has become a regional attraction;
- Extension of a TIF District to the area to encourage redevelopment in line with the plan; and
- Over 1,500 units of housing in the pipeline with anticipated completion within the next couple of years.

Awards and Honors: North Central Texas Council of Governments [2011 CLIDE Award]; Texas Chapter of the American Planning Association [2011 Project Planning Award]; Greater Dallas Planning Council [2011 Dream Award]; AIA Dallas [2013 Community Honors Award]; and Canadian Institute of Planners [2012 Award for Planning Excellence in Urban Design].

Central Bedford Development Plan

Bedford, TX

The City of Bedford is located in the center of the DFW metroplex. Over 90 percent of the land area is built out with the remaining 10 percent in close proximity to the geographic center of the city adjacent to many public facilities including the Bedford Municipal Complex, Library and Bedford Boys Ranch. Kimley-Horn led the initiative to develop a plan to revitalize this area and start a plan to attract development into the center of Bedford and create a sense of place. This vision creates a central district that will stimulate new investment, supported by the availability of publicly held land prime for new development, as well as a strong public interest in the success of Bedford. It establishes a unique identity, with a city center that reflects its culture, character and values. This vision will be used to attract developers and land owners that want to work together with the City in creating a unique destination that builds on the character of Bedford.

Additionally, this vision sets up development standards guiding principles to assist as the next steps of this vision are implemented. They set the framework to begin establishing the development standards in the next phase that will codify the development process and allow for clear guidance for those developing in Central Bedford.



References

Team Members:

Robert D. Rae, Project Planner

Susan C. Fernandez (Montgomery),

Marketing Manager;

Janet M. Tharp, Former Project Manager

Kurt J. Schulte, Project Manager

Client: City of Bedford

Contact: Bill Syblon

Director of Development

Bedford, TX

(817) 952-2129

Owner: City of Bedford

2000 Forest Ridge Dr., Bldg. B

Bedford, TX 76021

(817) 952-2300

References

Team Members:

Jeffrey A. Whitacre, Project Manager

Client: City of Missouri City

Contact: Valerie Marvin

Missouri City, TX

(281) 403-8578

Owner: City of Missouri City

1522 Texas Pkwy.

P.O. Box 666 (75459-0666)

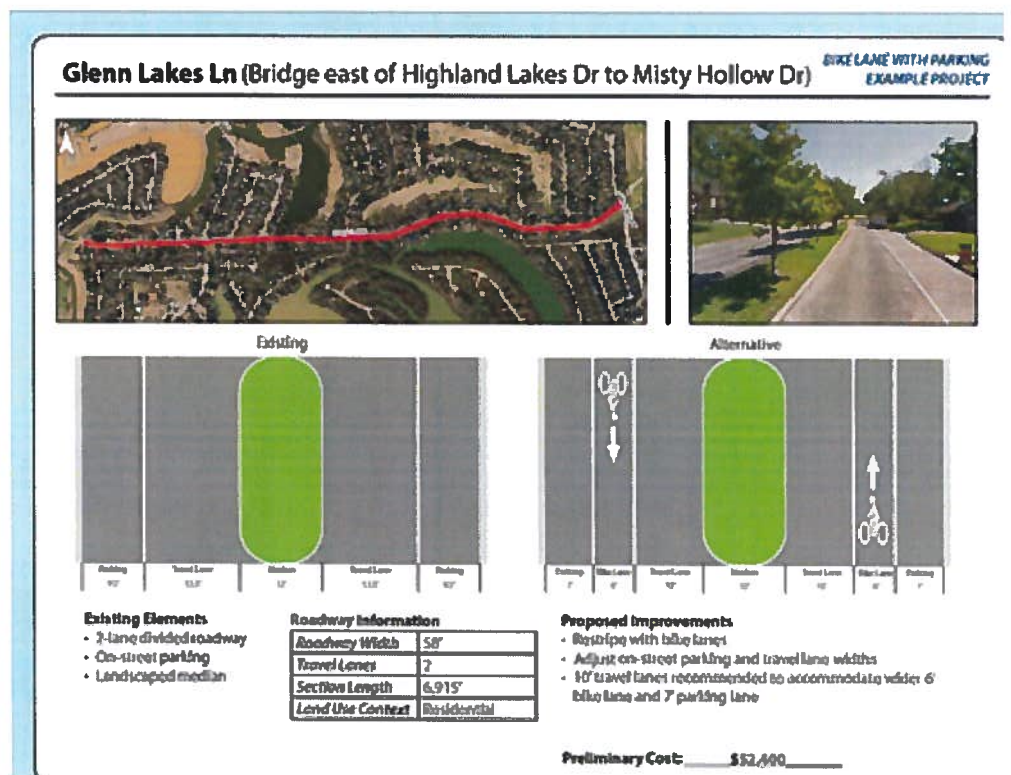
Missouri City, TX 77489

(281) 403-8500

Missouri City Bicycle and Pedestrian Mobility Plan

Missouri City, TX

Missouri City's Bicycle and Pedestrian Mobility Plan provided the City of Missouri City a plan for the future implementation of bicycle and pedestrian projects. In addition to the plan, Kimley-Horn provided the City a bicycle and pedestrian facility toolbox and decision matrix for evaluating facilities. These two tools supplemented the plan so that as the City continuously evaluate and modify the plan as they implement.



University of North Dallas Context Sensitive Transportation Study

Dallas, TX

The UNT-Dallas Context Sensitive Transportation Study (CSTS) is a long-range planning analysis that incorporates consideration of flexibility in roadway standards to facilitate context sensitive design within its defined study area. The CSTS identifies the location and type of roadway facilities that are needed to meet projected long-term growth within the UNT-Dallas study area. This study serves as a tool to enable the City of Dallas to identify and preserve future corridors for transportation system development as the need arises.

This area-wide review provided an integrated circulation plan for all modes of transportation. This plan facilitates a shift in travel behavior in response to a future land use and urban design vision that emphasizes a mixed-use and walkable community. The study also includes proposing refinements to the conceptual alignments for new thoroughfares and provides alternative roadway cross sections that integrates rail service within the urban environment.

To successfully develop the CSTS, the project team developed alternatives, and a design process based on input from planners, engineers, designers, and agency representatives. After months of discussions and analyses, the end result was a series of options or alternatives with their respective pros and cons to guide the future of transportation in this area of Dallas.

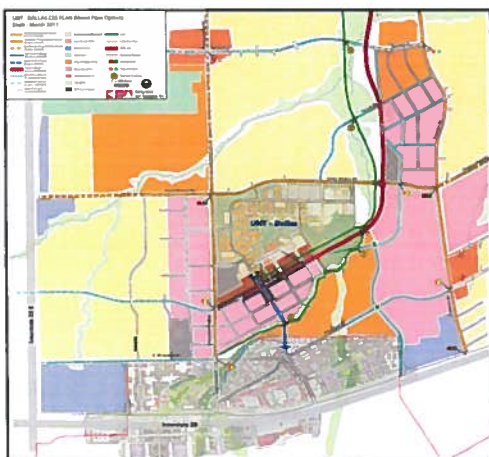
References

Team Members:

Robert D. Rae, Project Planner
Kurt J. Schulte, Project Manager

Client: North Central Texas
Council of Governments

Contact: Karla Weaver, AICP
North Central Texas
Council of Governments
616 Six Flags Drive, Centerpoint Two
Arlington, TX 76011
(817) 608-2376



Relevant Experience

Kimley»Horn

Expect More. Experience Better.

References

Team Members:

Robert D. Rae, Project Planner

Kurt J. Schulte, Project Manager

Client: Houston-Galveston
Area Council (H-GAC)

Contact: Christy Willhite
Chief Transportation Planner
Houston Area, TX
(713) 993-4543

Owner: Houston-Galveston
Area Council (H-GAC)
P.O. Box 22777
Houston, TX 77227-2777
(713) 993-2494

H-GAC SH 6 South Corridor Access Management Plan

Houston, TX

The Houston-Galveston Area Council retained Kimley-Horn to develop a plan for improved traffic operations and access management for SH 6 from IH 10 to FM 521. By relating traffic safety information to access connections, we illustrated the need for a series of mobility related improvements in the corridor. Other improvements being considered include intersection signal systems, driveway consolidations, and bicycle / pedestrian improvements. The relative ease of implementing these improvements is directly related to the comprehensive public involvement campaign Kimley-Horn organized. We made it a priority to involve citizens, developers, property owners, and city officials early in the study. These personalized meetings allowed us to determine the community perception of the corridor and mold access management treatments to meet safety, mobility, and private investment concerns.



Houston Mobility Plan

Houston, TX

The Houston region has undergone an incredible demographic transformation over the past 20 years. It faces rapid growth through 2035, adding another 3.5 million residents to the eight-county region. With this tremendous growth, the Houston region will face many transportation opportunities and challenges. Mobility has been consistently ranked as a top concern by residents of the region.

The City's leadership wrestled with the best ways to plan and get ahead of those challenges. The City of Houston Planning Commission established several committees to examine a range of development and growth issues and make recommendations for further action. The General Plan Committee established mobility and drainage as top priorities and recommended a programmatic framework — 'work plans' to address these issues. The tool to evaluate mobility concerns in the City and its extra-territorial jurisdiction (ETJ) is the City Mobility Plan (CMP).

Kimley-Horn developed a series of tools for evaluating the City's transportation system infrastructure for the year 2035 horizon. The plan is a conceptual layout of transportation system improvements based on 2035 travel demand forecast. The basis for this conceptual layout was the community values and priorities identified through the Envision Houston Region and Blueprint Houston processes conducted from 2003 to 2006. As part of Kimley-Horn's work, a new functional classification system was developed: a citywide travel demand model, prioritization criteria, and a set of goals and objectives.

The City of Houston is furthering the CMP process by establishing sub-area analysis for several different areas around the City. The purpose is to take a deeper assessment of each area, rather than the holistic approach of the CMP. This way, appropriate mobility solutions can be identified for the area based on public and stakeholder input in the near-and long-term.

References

Team Members:

Robert D. Rae, Project Planner

Kurt J. Schulte, Project Manager

Client: City of Houston

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Houston, TX 77251-1562

Owner: City of Houston

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Houston, TX 77251-1562



Resumes



Janet M. Tharp

EXPERTISE & EXPERIENCE

Janet Tharp provides professional planning services to public and private sector clients in need of creative, effective solutions to problems related to urban growth and development. She has worked for over 30 years for both public and private sector planning organizations. Her public sector experience includes leading city planning divisions in Dallas and Arlington, Texas. As a planning consultant, Janet has successfully completed a range of planning and development-related projects in communities across the country – from urban to rural settings - from Dallas, Texas to Tulsa, Oklahoma, Las Vegas, Nevada, East Baton Rouge Parish, Louisiana and Barrow, Alaska. She also provides smart growth training in conjunction with the National Association of Realtors. Janet believes that planning must be based on local values and traditions. She seeks to understand diverse community guiding principles and viewpoints and incorporate them into all of her planning work.

SELECTED EXPERIENCE

Project Team, Heartland 2050 Regional Plan, Nebraska and Iowa (2013 - 2014)
Zoning Implementation, Vernon Parish, Leesville, Louisiana (2012 – 2013)
Project Manager, Lafourche Parish Comprehensive Plan, Lafourche, Louisiana (2012 - 2013)
Lead Planner, Farmersville Comprehensive Plan, Farmersville, Texas (2012 - 2013)
Project Manager, Dallas Complete Streets Initiative, Dallas, Texas (2011 - 2012)
Planning team member for Transit-Oriented Development and Affordable Housing, Dallas, TX (2012)
Lead Planner, East Feliciana Comprehensive Resiliency Plan, Louisiana (2011-2012)
Co-Project Manager, FuturEBR: East Baton Rouge Comprehensive Plan, Louisiana (2009 – 2011)
Planning team member, Best Practices Manual for Coastal Development, Center for Planning Excellence, Louisiana (2010-2011)
Project Manager, PLANITULSA: Tulsa Comprehensive Plan, Oklahoma (2008 – 2010)
Planner and Outreach, Louisiana Land Use Toolkit, Center for Planning Excellence, Louisiana (2009-2010)
Lead Planner, Northlake Comprehensive Plan and Industrial Sector Plans, Texas (2008 and 2012)
Project Manager, Pointe Coupee Comprehensive Plan, Louisiana (2008-2009)
Project Manager, West Feliciana Comprehensive Plan, Louisiana (2007-2008)
Lead City Planner, forwardDallas! Comprehensive Plan, Dallas, Texas (2004-2006)
Code Writer, various communities in Texas, Louisiana and Nevada (1994 – 2014)
Managed Planning functions for the City of Arlington (1990-1994) and the City of Dallas (1987-1989 and 2004-2006)

EDUCATION

Masters in Urban and Regional Planning, University of Oregon, Eugene, Oregon. 6/1982
BA in Geography, University of Texas, Austin, Texas. Emphasis in urban and environmental studies. 5/1979

COMMUNITY INVOLVEMENT

Janet has served in leadership roles in regional and state planning organizations, has served two terms on Dallas' Landmark Preservation Commission and is an active volunteer with several nonprofit organizations. For over 15 years she served on several PTA boards and supported education initiatives.

David R. Whitley



PROFESSIONAL PROFILE

David has a background in urban planning, urban design, public policy, and development-related disciplines. He has 14 years of municipal planning experience on both comprehensive and current planning projects, as well as expertise ranging from development of long-range plans and urban design strategies; drafting code amendments; and conducting development review.

David has a firm commitment to providing exemplary service in executing innovative planning practices to improve the built environment. He endeavors to enhance the quality of life through sensitive design and place-making strategies in all of the communities within which he works.

SELECTED EXPERIENCE

drw planning studio | 2014 – Present

Planning team member, Comprehensive Plan, Gonzales, LA
Project Manager, Development Review Process Improvements, Dallas, TX
Development Advisor to various clients

City of Dallas, Texas | 2003 – 2014

Leadership and management roles with the Dallas CityDesign Studio and Trinity River Corridor Project
Lead City Planner, Coordinated Capital Improvement Strategy for West Dallas and various West Dallas Implementation Initiatives
Planning team member, Connected City Design Challenge
Planning team member, LINC Dallas Initiative
Planning Manager, West Davis Corridor Urban Design Strategy
Planning Manager, Jefferson Boulevard Urban Design Strategy
Planning team member, Parks at Wynnewood Redevelopment Strategy
Planning team member, Downtown 360 Area Plan
Planning Manager, West Dallas Urban Structure and Guidelines
Project Manager, Trinity River Corridor Rezoning Initiatives
Project Manager, Neighborhood Stabilization Overlay Ordinance
Project Manager, Single Family Housing Task Force

City of Arlington, Texas | 2001-2003

Code Writer, Revisions to the Subdivision Rules and Regulations
Project Manager, Single Family Housing Design Standards
Project Manager, West Arlington Sector Plan
Team member, Southwest Arlington Sector Plan Implementation
Lead City Planner, Arlington Growth Profile Series

Education

Master of Regional Planning

Cornell University
Ithaca, New York
May 2000

Bachelor of Science in Architectural Studies

University of Texas
Austin, Texas
May 1998

Professional Involvement

American Planning Association

Host Committee for the 2014
Texas APA Conference

Urban Land Institute

UrbanPlan Facilitator

Greater Dallas Planning Council

Member of the Urban Design
Committee and Urban Design
Awards Jury

American Institute of Architects

Chair for the Communities x
Design Committee and Advisory
Board Member for Columns
Magazine

Relevant Skills

Meeting organization and facilitation;
Management of complicated processes;
Budgeting, operations, and strategic planning to align resources to efficiently implement objectives;
Effective support to boards, commissions, and City Council;
Development and maintenance of collaborative relationships with community representatives, the development community, and city departments



Robert D. Rae, AICP

Rob is involved with data collection and analysis for transportation planning projects in and around the State of Texas. His focus is on sustainable transportation and working towards integrating a multimodal approach to improving mobility within urban areas and by incorporating Context-Sensitive Solutions (CSS) in the design of our major thoroughfares. Previously, Rob worked for the Southwest Region University Transportation Center (SWUTC) on a safety project relating traffic crashes to the built environment within the City of San Antonio. Using crash data acquired from the San Antonio Police Department he was able to determine how much of a factor community design and surrounding land uses had on traffic safety within the city. Additionally, his experience working for the San Antonio-Bexar County MPO gives him a well-rounded perspective of different transportation planning programs. Rob graduated from Texas A&M's Masters of Urban Planning program, and he has experience in ArcGIS, TransCAD and CommunityViz™ software programs.

Professional Credentials

- Master of Urban Planning, Transportation Planning, Texas A&M University, 2008
- Bachelor of Geography, University of Calgary, 2006
- Registered AICP (American Institute of Certified Planners)
- American Planning Association (APA), Member

Relevant Experience

Arlington Thoroughfare Development Plan, Arlington, TX – Analyst. The Arlington Thoroughfare Development Plan (TDP) was an update to the previous TDP by Kimley-Horn. However, the approach to roadway design and implementation took a different path. Instead of the typical approach to roadway design, City staff wanted to take a more context-sensitive approach, depending upon the functional classification and the context zone. As a result, a new set of roadway design criteria was developed according to the roadway class and adjacent land use. Using a Kimley-Horn developed travel demand model, a number of the thoroughfares with projected excess capacity were downgraded to allow for other modes of travel such as bicycles and pedestrians to have increased infrastructures. These changes were supported by the public outreach through public workshops hosted by the City. This project adhered to the original agreed upon project timeline. The TDP is the first multi-model plan to be adopted in the City of Arlington.

Austin Strategic Mobility Plan, Austin, TX – Analyst. This project involved coordinating a vision for the transportation facilities associated with several long-range planning initiatives such as the transportation element of the Comprehensive Plan, the Urban Rail Program, and the Downtown Plan. Kimley-Horn provided the City with a framework and prioritization criteria for future transportation funding to define a multi-modal bond package. The success of this project has already been apparent. In November 2010, Austin's first ever \$90-million multi-modal bond was passed. Kimley-Horn was instrumental in gathering a list of more than 2,000 projects submitted by Austin residents, City staff, and other stakeholders and prioritizing those projects according to the goals and objectives the City developed through a series of community meetings.

Additional Experience

- CAMPO, Southwest Area Study (SWAS) — Raleigh, NC
- Central Bedford Vision — Bedford, TX
- City of San Antonio Complete Streets Evaluation — San Antonio, TX
- CONNECT Our Future Regional Plan — Charlotte Metro Region, NC
- Dallas Complete Streets — Dallas, TX
- Flagstaff Regional Plan — Flagstaff, AZ
- FUTUREBR, East Baton Rouge Comprehensive Plan, Baton Rouge, LA
- Houston Mobility Plan — Houston, TX
- Keller Comprehensive Thoroughfare Plan Update — Keller, TX
- PLANiTulsa Comprehensive Plan — Tulsa, OK
- Realize Rowlett, Comprehensive Plan — Rowlett, TX
- Superstition Vistas Area Comprehensive Planning and Visioning Plan — Pinal County, AZ
- University of North Texas — Dallas Area Context Sensitive Transportation Study — Dallas, TX
- Waco MPO Corridor Study — Waco, TX
- Wichita Falls MPO Metropolitan Transportation Plan Update (2010-2035) — Wichita Falls, TX

Drew Brawner, AICP

Drew's project experience includes data collection and analysis for a variety of land use and transportation planning studies. His project types include pedestrian and bicycle mobility plans, comprehensive plans, land use/redevelopment plans, corridor studies, master thoroughfare plans, and transportation modeling. Previously, Drew worked for the City of Arlington Urban Design Center, providing urban design solutions and planning analysis for the City and general public. Projects completed for the City of Arlington included neighborhood-level planning and analysis, infill/redevelopment scenarios, and design concepts for civic spaces. Drew graduated from the University of Texas at Arlington's Master of City and Regional Planning program, and provides technical proficiency in ArcGIS software.

Relevant Experience

Burleson Old Town Pedestrian Mobility Plan, Burleson, TX – Analyst. Drew assisted in updating the Burleson Thoroughfare Plan to reflect changing demographic ideas about street classifications within the City. Kimley-Horn's approach involved examining complete streets and applying context sensitive solutions to balance the needs of each mode — including bikes, pedestrians, and transit — within the transportation network.

Central Bedford Redevelopment Plan, Bedford, TX – Analyst. Drew was influential in developing the concepts and initiatives for the Bedford Redevelopment Plan. He was a key component of the public involvement process including data collection and meeting facilitation. He was also a key team member in developing the multi-modal concepts for bicycle and pedestrian integration.

Additional Experience

- Mansfield On-Street Bicycle Plan, Mansfield, TX - Analyst
- Missouri City Bicycle and Pedestrian Mobility Plan, Missouri City, TX - Analyst
- Central Bedford Redevelopment Plan, Bedford, TX - Analyst
- Farmersville Comprehensive Plan, Farmersville, TX - Analyst
- Dallas Complete Streets, Dallas, TX - Analyst
- Arlington New York Avenue Corridor Strategy, Arlington, TX - Analyst
- Bixby Memorial Drive Corridor Study, Bixby, OK - Analyst
- Burleson Master Thoroughfare Plan Update, Burleson, TX - Analyst
- Fort Worth Roadway Impact Fee Study, Fort Worth, TX - Analyst



Professional Credentials

- Master of City and Regional Planning, University of Texas at Arlington, 2011
- Bachelor of Science, Geography, University of Texas, 2006

Kimley»Horn

Expect More. Experience Better.

Resumes



Professional Credentials

- Bachelor Landscape Architecture, Texas A&M University, 2012
- Professional Landscape Architect in Texas, No. 2954
- American Society of Landscape Architects (ASLA), Associate Member
- The Real Estate Council (TREC), 2014 Young Guns Foundation Project Committee

Ky Stephens, PLA

Ky is a Professional Landscape Architect who offers four years of practical landscape architecture and planning experience with Kimley-Horn. She has worked on a variety of public and private project types including urban redevelopment and revitalization, land planning, mixed use development, urban streetscapes, roadway and roundabout aesthetics, corridor redevelopment, retail, business parks, single and multifamily development, park master planning and design, and trails. Her skills include hand rendering and technical proficiency in various software packages including AutoCAD, Photoshop, InDesign, Google Sketchup, and Lumion. Ky has a passion for incorporating sustainable principles, project experience, and regional knowledge to create an impactful and manageable design.

Relevant Experience

Old Decatur Road from McLeroy Boulevard to Longhorn Road, Fort Worth, TX – Landscape Designer. The project consisted of constructing approximately 2,500 linear feet of Old Decatur Road from McLeroy Boulevard to Longhorn Road as a 4 lane divided roadway with bike lanes and dual lane roundabouts at two of the project intersections. Ky assisted in designing the streetscape and central islands of the roundabouts. The project also included sidewalks and sidewalk ramps, pavement markings and signage, traffic control, right-of-way and easement determination, bidding and construction contract administration services.

San Marcos FM 2439 Hunter Road, San Marcos, TX – Landscape Designer.

As the landscape designer, Ky played a role in preparing schematic design, environmental documentation, ROW / easement documents, and PS&E for the expansion of Hunter Road from Wonder World Drive (RM 12) to north of Bishop Street. The project scope included roadway reconstruction and widening, urban section and storm drain design, complicated hydraulics and hydrology, bridge and box culverts, water and sewer relocations, traffic signals and illumination, bicycle lanes and pedestrian upgrades, aesthetics, and Low Impact Development features.

Additional Experience

- Old Town Keller Streetscape Redevelopment Study, Keller, TX— Landscape Designer
- Burleson Old Town Mobility Implementation Plan, Burleson, TX – Planning Analyst
- Addison Urban Redevelopment Study, Addison, TX – Planning Analyst
- Fort Worth Roundabout Landscape Standards, Fort Worth, TX — Landscape Designer
- Trinity Boulevard Streetscape and Roundabout, Fort Worth, TX — Landscape Designer
- Rock Prairie Road Streetscape and Bridge, College Station, TX — Landscape Designer
- Vickery Trailhead and Streetscape, Fort Worth, TX — Landscape Designer
- Medical Center of Plano Plaza and Trail, Plano, TX — Landscape Designer
- Coke Street Plaza and Streetscape, Texas A&M, College Station, TX— Landscape Designer
- Z Boaz Park Master Plan, Fort Worth, TX — Park Planner



credit: Debra Helmberger



TO: Mayor and Councilmembers

FROM: Ben White, City Manager

DATE: May 12, 2015

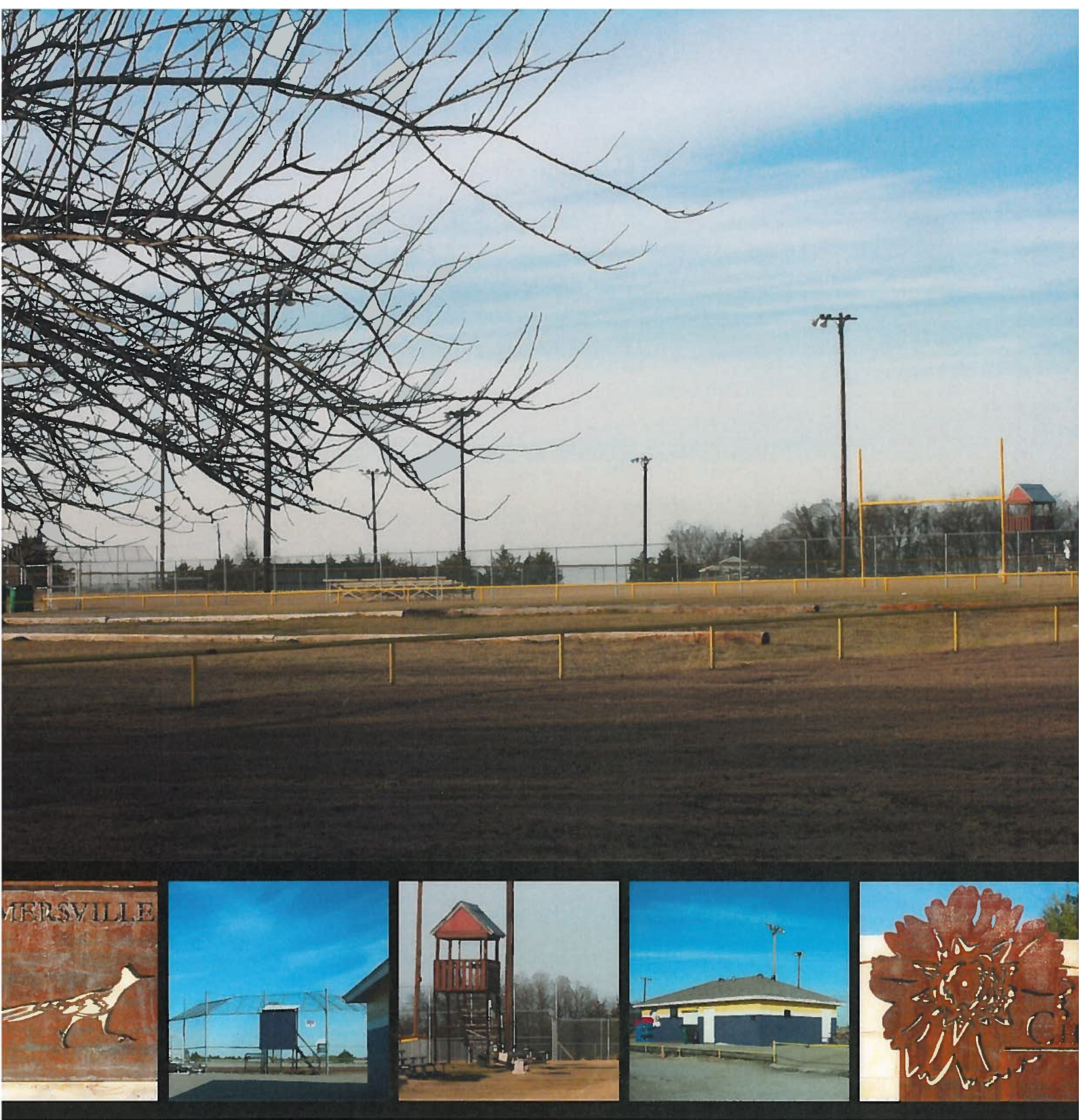
SUBJECT: Receive planner presentations from Halff Associates, Inc. and MESA regarding planning services for the JW Spain Athletic Complex Project

- Each presenter will have 10 minutes to give a presentation before the Council.

ACTION: Receive information and offer opportunity to negotiate a contract for the JW Spain Athletic Complex Project.

Presenter

1



Parks Planning and Development Services for J.W. Spain Athletic Complex

Statement of Qualifications (SOQ)

January 15, 2015

City of Farmersville, Texas





Jan. 15, 2015

100814-9791

City Manager Benjamin White, PE
City of Farmersville
205 S. Main Street
Farmersville, TX 75442

RE: SOQ for Parks Planning and Development Services, J.W. Spain Athletic Complex Park Plan

Dear Mr. White,

Halff Associates, Inc. has extensive experience in planning and design of athletic complexes across the state of Texas and has proudly assisted multiple Collin County communities in other types of parks, trails and open space projects to provide stellar recreational facilities, help improve its residents' quality of life, and ensure linkages to existing and future hiking trails.

With our extensive experience specializing in Athletic Complexes locally and throughout Texas, Halff is ready to go to work for the City of Farmersville. Through our efforts with other growing communities similar to Farmersville, we know that project dollars are often uncompromising. That is why we take care to maximize project dollars, working closely with our clients and project stakeholders to identify the most important needs and then develop a phased approach that will allow a project to be implemented as funding is available.

As we note in our statement of qualifications (SOQ), public participation will be an important component to help identify those items at the J.W. Spain Athletic Complex that are most essential to park users and community residents. Through our process of careful listening, confirming what we heard, and helping to define common goals and values, Halff will develop a successful athletic complex plan that is embraced by the community and tailored specifically to residents' needs.

The Halff Team and Project Leadership: *As you will see in our resume section, Halff's team of professionals has more than **235 years** of combined experience with projects similar to those outlined in the City's scope of work. We not only have a wealth of overall expertise and an extensive knowledge base of Collin County, but we also have the enthusiasm and dedication to achieve the City of Farmersville's project goals.*

I will serve as Principal-in-Charge, and I have 20 years of similar experience, including work in Collin County. I am honored to serve as Halff's Director of Landscape Architecture. Project Manager Francois de Kock is an award-winning project manager and principal planner.

Please call me at 214-346-6266 or email me at LHughes@Halff.com with any questions about our team or qualifications. The Halff Team is committed to achieving the City's goals and will attain positive results with our thorough understanding of project needs, technical expertise, and our proactive quality control processes. Halff possesses an exceptional record of meeting project deadlines and providing client-focused solutions.

Thank you for the opportunity to present our statement of qualifications.

Sincerely,
HALFF ASSOCIATES, INC.

A blue ink signature of Lenny Hughes, consisting of stylized initials and a surname.

Lenny Hughes, RLA
Principal-in-Charge and Vice President

HALFF ASSOCIATES, INC.

1201 NORTH BOWSER ROAD
RICHARDSON, TX 75081-2275

TEL (214) 346-6200
FAX (214) 739-0095

WWW.HALFF.COM

Company & Team Overview

Halff Associates, Inc. is proud to offer the City of Farmersville a highly qualified team that specializes in the parks planning, site concepts/design, cost estimating, public outreach, and related engineering services the City requires for the J.W. Spain Athletic Complex Park Plan.

Founded in North Texas in 1950, Halff provides comprehensive professional services with a staff of approximately 500 engineers, architects and environmental scientists in 13 offices throughout Texas.

In parks planning, Halff knows how to strike a balance between practicality, sustainability and creativity. We take the time to thoroughly understand the needs of our clients, engage project stakeholders and the public, and to comprehensively analyze existing conditions. Our landscape architects, planners, and engineers believe that a successful plan involves the synthesis of new ideas about a community's future development. We have vast experience gaining consensus among city departments, residents and other project stakeholders. Armed with a foundation of knowledge and understanding, our team will develop a plan to seamlessly integrate built elements with the natural environment while ensuring connectivity to existing trails (such as The Chaparral Trail), open space and facilities. In fact, we've done so on multiple projects in Collin and Denton counties.

We also understand the importance of budgets and schedules. The Halff Team will attain positive results with our thorough understanding of the City's needs, technical expertise, and our proactive quality control processes. Halff possesses an exceptional record of meeting project deadlines and providing client-focused engineering solutions.

In the past 10 years, Halff has successfully planned and designed more than 10 sports parks, several of which were more than 50 acres in size. During the same time frame, Halff successfully planned and designed approximately 100 significant park and open space projects in Texas, including more than 150 miles of trails, active recreational facilities as large as 1,500 acres in size, and numerous interpretive facilities.

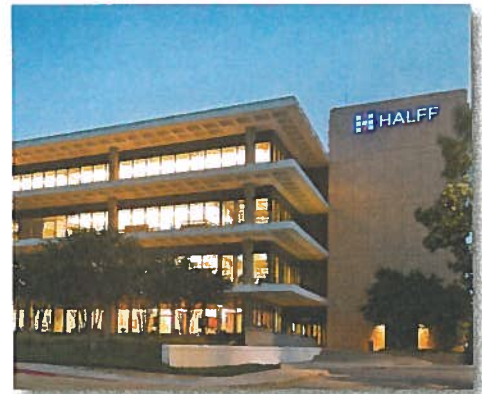
Meet Our Project Management Team:

Principal-in-Charge Lenny Hughes, RLA, and Project Manager Francois de Kock, AICP, ASLA, RLA, LEED AP (1201 N. Bowser Road, Richardson, TX 75081; Office: 214-346-6200) are committed to achieving the City's project goals.

Mr. Hughes, a Vice President and the firm's Director of Landscape Architecture, joined Halff Associates in 1995. He has more than 20 years of experience in urban planning and design, landscape architectural design, park design and park planning, project management, cost estimates, bidding and negotiations. Mr. Hughes embraces creative yet sustainable design, and he has an extensive background in horticulture.

Mr. de Kock joined Halff Associates in March 2003 and is an award-winning project manager/lead principal designer for both urban design and planning projects. He is highly experienced in urban and environmental planning, urban design, landscape architecture, and landscape restoration. He is known for passionately promoting visionary and sustainable solutions. As a certified planner, Mr. de Kock draws from his design experience to develop comprehensive city-wide plans that are creative and flexible. As a registered landscape architect and urban designer, his planning insights lead to smarter, more comprehensive urban design solutions. He is enthusiastic about creative, sustainable development.

Mr. de Kock will serve as Farmersville's chief point of contact and oversee all task leaders. He will conduct regular meetings to ensure team communication and steady project progress. He also will meet as needed with the City's Project Manager and produce a regular progress report to summarize the status, outline key tasks, identify outstanding issues, and assign responsibilities.

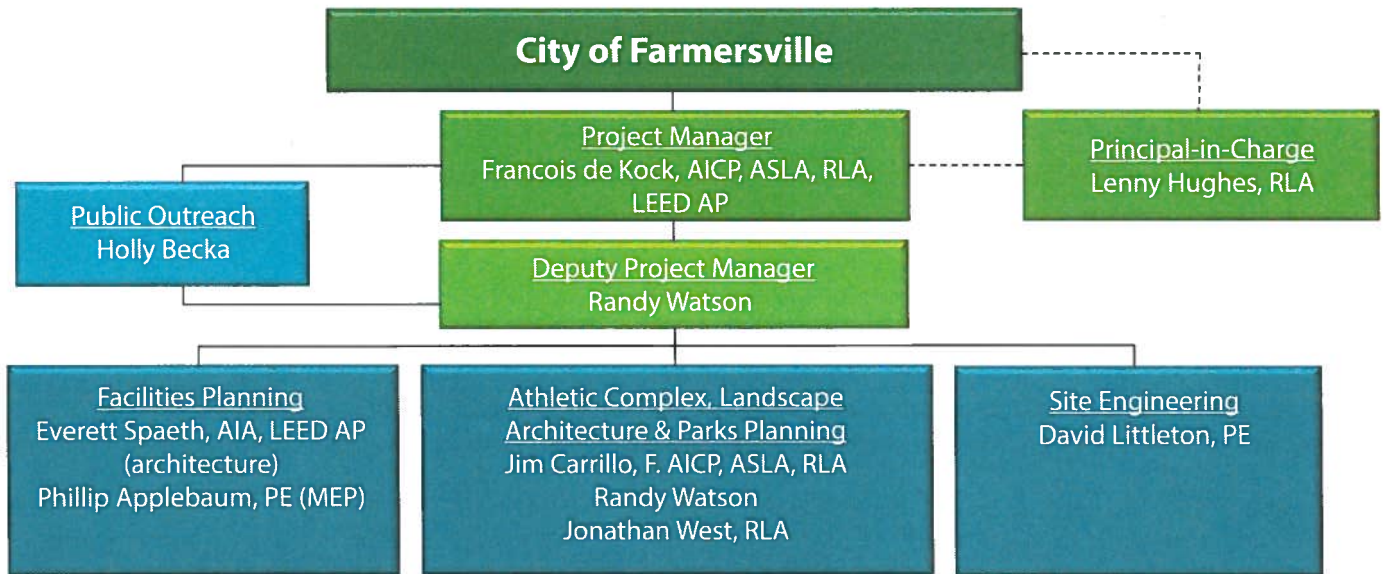


Principal-in-Charge
Lenny Hughes, RLA



Project Manager
Francois de Kock, AICP, ASLA, RLA, LEED AP

Our organization chart of key personnel is as follows:



Our personnel identified above will be 100 percent available to the City when needed for this project. The table below represents each individual's *anticipated participation level*.

Name	%	Name	%
Lenny Hughes	20	Holly Becka	15
Francois de Kock	60	Jonathan West	65
Randy Watson	65	Jim Carrillo	35
Everett Spaeth	30	David Littleton	25
Phillip Applebaum	25		

Awards:

We are proud to have been honored with the following awards for our recent parks projects.

- HGAC – Planning Award, Playbook 2020: The Strategic Parks and Rec Master Plan for Baytown
- Texas Recreation and Parks Society (Statewide) – Park Design Excellence Award, Coppell Town Center
- Texas Recreation and Parks Society (Region III) – Park Design Excellence, Coppell Town Center
- American Planning Association (Central Texas Section) – Current Planning Award, Game Plan 2020: Round Rock Strategic Parks and Recreation Master Plan
- American Society of Landscape Architects (Texas Chapter) – Honor Award for Planning & Analysis, Game Plan 2020: Round Rock Strategic Parks and Recreation Master Plan
- National Association of Recreation Resource Planners – Excellence in Planning Award, Game Plan 2020: Round Rock Strategic Parks and Recreation Master Plan
- Texas Recreation & Parks Society Excellence in Planning Award, Creating Connections: Sugar Land Trails Master Plan
- American Planning Association (Texas Chapter) – Project Planning Award, Austin Bicycle Master Plan Update
- American Planning Association (Texas Chapter) – Current Planning Award, Building a Legacy With Our Parks: Georgetown Parks, Recreation & Trails Master Plan

Project Approach

Halff has a long history of preparing system-wide park master plans for cities and counties across the State of Texas. Through these past experiences, the Halff Team has worked with a number of cities who wish to gain access to the competitive team sports market. We helped each of our former clients evaluate their strengths and weaknesses when compared to other cities' types of facilities and also to understand the operations and maintenance components to evaluate whether to have a large consolidated athletic complex vs. smaller more concise fields for community play.

The City of Farmersville wants to develop an athletic sports complex that can compare their needs of existing athletic and practice fields and determine the extent to meet current and future needs of the City. The development of a newly renovated athletic complex can bring competitive sports play into Farmersville as a benefit to the community. The City is already well-positioned north of Dallas, east of McKinney and west of Greenville along the US 380/Highway 78 corridor to provide vehicular access to the core of their city.

Halff brings an innovative, comprehensive, inclusive planning and design approach to planning efforts for the Farmersville Athletic Complex. As an example, Halff worked with the City of El Paso to program, plan and design their first major sports facility. Situated on the city's west side, this facility is literally at the western gateway to El Paso. As part of our programming and planning work, Halff initiated a tour of similar, competing facilities in other cities. This allowed El Paso staff to see their competition and to visit with the municipal staff who operate those facilities to gain an understanding of the management and operational requirements for competitive sports parks. This exercise proved to be invaluable to the City of El Paso staff as the planning for the project moved forward.

From our past project experiences, Halff has gained an understanding of the needs, desires and challenges of City department staff on a daily basis with regards to operating and maintaining large competitive and non-competitive sports facilities. Recurring operational items for many city staff include:

- Travel time to and from maintenance headquarters to satellite field sites
- Budget and staffing reductions
- Turf materials selections and maintenance challenges
- Allowing enough downtime for fields to recover between uses
- Management and implementation of inclement weather policies
- Management and operation of irrigation equipment
- Drainage facility designs and improvements that work with the facility
- Use and management of sports field lighting equipment
- Providing adequate shade and a variety of recreational facilities for park users

These comments illustrate some of the operational conditions that City of Farmersville staff may face on a regular basis with implementation of the newly renovated sports complex. Beyond these issues, however, are larger and more important points to consider:

Special consideration must be given to vehicular and pedestrian access throughout the park. Recent sporting events in similar facilities help to illustrate the impacts that a less-than-desirable vehicular circulation system can have on a facility. Parking areas for field use must occur in a logical manner, be easy to navigate and offer park users alternative ways in and out of the site. Pedestrian linkages should work both within and outside of the park. Trail linkages to local neighborhoods and existing trail facilities are critical and provide much-needed regional connections to the Downtown area and surrounding communities, specifically as it relates to The Chaparral Trail. Handicap facilities must be provided and all ADA requirements will be met. With each of these areas of focus, **safety must be a top priority. This will include special attention to lighting, visibility, paved surfaces, hidden obstacles, and overall accessibility of park facilities.**

One of the most crucial aspects of a large project like this to consider is the multitude of stakeholders who have a vested interest in its development and success. The J.W. Spain Athletic Complex may have a huge contingent of interested citizens, sports enthusiasts, and special interest groups who are interested in its development, and want to be included in the planning and design process. **Citizen and user input will give the City of Farmersville a foundation of public support for the project as well as create a high level of community interest and sense of ownership. Typical concerns from neighbors often include fears of impacts from increased traffic levels, noise and light levels that may affect current lifestyles and quality of life.** The planning and design process must be tailored to take advantage of the opportunity for public involvement and community support.

Technical Approach

After the selection process, the Halff Team proposes to hold a kick-off meeting with City staff to verify and reinforce the goals for the project, and identify the planning and design schedule the project will adhere to. The project schedule will include opportunities for public workshops to review the planning progress, and to gauge the public's perception of the proposed improvements. The schedule will also list specific benchmark dates for issuance of design deliverables for review by City staff. Stakeholder groups and their contact persons will be identified, and a strategy for their inclusion will be prepared in close coordination with City staff.

The technical component of the design process cannot be overlooked. **The Design Team will commit to work closely with City of Farmersville maintenance and operations personnel to ensure that park improvements take full advantage of local knowledge and experience related to design principles, construction methods and long-term maintenance requirements.** This way, we can provide design documents that address actual conditions within the project limits, and keep costs within the boundaries established by the project parameters and scope.

The following is a recommended approach to the planning and design efforts, which will be tailored to meet the specific needs of Farmersville as the planning and design effort moves forward.

I. SITE FEASIBILITY STUDY AND ANALYSIS

A site feasibility study and analysis is essential in order to ensure the correct decisions are made during the planning process. During this phase of the project, we will select and identify sites based upon:

1. Provide an in depth examination of existing fields, structures, irrigation, fencing, bleachers and other site infrastructure related to ball fields.
2. Understand unique site qualities, both natural and man-made, as well as the psychological essence of the site, also referred to as the "sense of place."
3. Available area for site/field development: What are the existing site constraints such as vegetation, access, drainage, open or "cleared" area? In addition, severe topographic relief are among the related issues when looking for site expansion.
4. Understand user needs, including league and facility requirements, projected growth and size of fields.
5. Understand the program requirements for the project, i.e., number of fields, concession/restrooms, storage facilities, picnic areas, walking paths/trails, parking requirements, etc.
6. Develop and understand spatial analysis based upon program requirements.
7. Understand land use and adjacencies to residential and non-residential development.
8. Review traffic and pedestrian patterns in terms of major highways, thoroughfares and trail corridors.
9. Develop evaluation matrix based upon availability, costs, land use, acres of available land and access.

II. MARKET ANALYSIS

A. Demand Analysis – Gather Information on Likely Utilization

1. Meet with Farmersville officials to discuss facilities and anticipated uses for the complex
2. Gather information on the competitive sports market in the region
 - Identify the area organizations that sponsor competitive tournaments in Farmersville vicinity
 - Interview selected leaders of local sports organizations
 - Determine their annual tournament needs and attendance
 - Determine their requirements for facilities
3. Survey and gather information on similar sports complexes around the DFW Metroplex.
 - Survey identified facilities to determine the mix of facilities, and the annual utilization and total attendance including selected demographics of the participants.
4. Develop operating projections for the J.W. Spain Sports complex by its components.
 - Determine annual attendance at each events
 - Estimate the attendance of persons from outside of the region if applicable
5. Meet with Farmersville officials to discuss the market analysis
 - Present the methodology and findings
 - Discuss differences in this market analysis and their expectations
6. Prepare Interim Report on Market projections
 - Make adjustments in the market projections based on client comments and suggestions
 - Prepare a short report documenting the market projections – athlete attendance and characteristics, spectators attendance and characteristics



A playing field at J.W. Spain Athletic Complex

B. Community Benefits Analysis – Estimate the Intangible Benefits

1. Chronicle the intangible benefits
2. Estimate the non-quantifiable benefits to Farmersville residents as a result of the Sports Complex
 - Enhanced visibility for Farmersville – which may bring new residents to the community – increasing home demand and values.
 - Additional business opportunities for residents
 - Improved community facilities as a result on increased taxes.

C. Prepare Final Report of the Effects of the Sports Complex

III. PUBLIC PARTICIPATION

Public participation and input activities might occur on many different levels within the planning horizon of a project, and depending on the complexity of the project, the potential effects to local residents and the long term benefits or impacts, the approach to gathering public input and participation can range from simple intercept surveys to telephone, or digital on-line surveys.

A. Stakeholder Input

Utilizing input from City staff, the Halff Team will identify primary stakeholders within the city who can provide input that might have a long-term impact on the success and viability for the project. Stakeholders might include community leaders, business owners, neighborhood representatives, or members of park support groups such as representatives from the sports leagues who will benefit from the facility.

B. Public Workshops

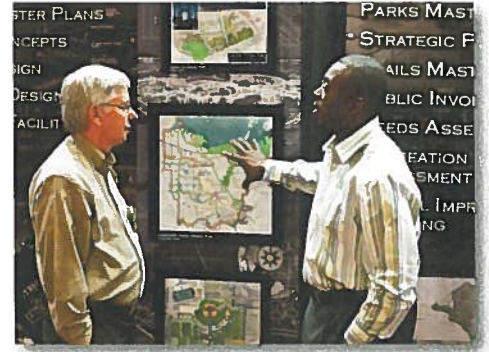
The Halff Team will conduct public workshops to gather public input and perceptions of issues related to designs for the sports complex.

C. Public Input Surveys

Public input surveys can be designed to function on different levels. Surveys can be issued to random city residents, provided online for community input, telephone surveys can be utilized, and surveys of targeted participant groups can be provided to gather specific data or responses related to development and implementation of the sports complex.

D. Public Open Houses

As planning and design activities progress, Farmersville may decide to provide open house-style plan presentations for the benefit of the community and study participants. Open houses will typically occur over three to four hours in the afternoon or evening, to allow interested residents and project participants to review project plans or proposals at their leisure over the length of the open house. This approach allows access to the process by a larger group of citizens.



Principal-in-Charge Lenny Hughes discusses a project with an interested stakeholder during a public meeting

IV. SITE INVESTIGATION AND BASE MAP PREPARATION

A. Base Map Preparation and Site Investigation

Compile digital information identified during data gathering exercises into a base map for the site, for use during site evaluation, and subsequent planning and design activities. Base maps will illustrate information such as locations of streets; wet and dry utilities; topography; drainage ways, water courses and water bodies; and major public facilities operated by state, county and local governments (including but not limited to schools or other facilities).

- Analyze transportation and access issues involving the project site and address potential improvements that will allow the project area to function as desired.
- Analyze water, sanitary sewer and hydrology issues involving the project site and identify the impacts and improvements necessary to develop a sports complex on each site as a result of those studies.
- Conduct review of the site for potential environmental impacts,



Current facilities at J.W. Spain Athletic Complex include five ball fields and an area for football



- including delineation of wetlands, SWPPP plans, or endangered species habitat delineation.
- Provide a letter report that outlines the development potential of each of the potential project site selected for review, and rank each site for suitability according to its development suitability and its long-term benefits.

V. MASTER PLAN PREPARATION

The master plan will include a phasing analysis if applicable, and include a development strategy to implement the desired park improvements. It also will include design guidelines and standards as well as cost estimates.

A. Development Program

Working with City staff, user groups and stakeholders, the Halff Team will identify a development program for the sports park. The development program will include a description of the types of sports and activities the park should support, the relative sizes of the facilities and the age groups that facilities should support, and the ancillary or supporting activities and structures that should be included in the development of the park. Specific items might include number and size of fields and configurations, maintenance and facility upgrades and improvements, parking numbers and locations, spectator facilities, restroom facilities, concession facilities and umpire and referee support facilities.

The Halff Team will then finalize the development program with the City of Farmersville project manager and staff, based on results of site investigation and public participation processes.

B. Preliminary Master Plan Preparation

Finalize the development program with the City of Farmersville project manager and staff, based on results of site investigation and public participation processes.

- Conduct a full-day design workshop with the City of Farmersville project manager, staff members, and selected stakeholders. The workshop may be combined with a stakeholder meeting with the City of Farmersville staff for greater efficiency and effect. **Additionally, City of Farmersville staff, along with select members of the stakeholder group, might be willing to participate in a tour of regional cities with facilities that are similar to the J.W. Spain Athletic Complex.** This facility tour will allow Farmersville staff to discuss operational, maintenance and programming issues with their peers, giving the City of Farmersville a “leg up” as the master planning process begins.
- Prepare preliminary master plans and supporting illustrative graphics for Farmersville Park Department review and comment. The preliminary master plans will indicate a variety of development scenarios and



The J.W. Spain Athletic Complex has a natural beauty and a grand view of the Texas sky

alternatives, and include varying types, mixes and ranges of recreational activity areas and support facilities. Preliminary master plan alternatives will be delivered to the Farmersville Park Department in hard copy and digital formats.

- Provide preliminary development costs for each preliminary master plan alternative.
- Review the preliminary master plans with City of Farmersville staff and selected stakeholders, combine components of each plan or altering configurations as applicable, and incorporate comments into the preparation of a refined preliminary master plan for the project.

C. Final Master Plan Preparation

Prepare a refined preliminary master plan, with illustrations for graphic support, for City of Farmersville staff review and approval. As noted earlier, the master plan will define implementation priorities, design guidelines and standards, and include cost estimates.

- Attend one (1) public meeting to gather input and comments related to the refined preliminary master plan, and incorporate comments into the preparation of a final master plan.
- Identify project phasing for City of Farmersville staff / stakeholder group review and approval.
- Prepare an estimate of probable construction cost for the project that identifies probable construction costs for each phase of the project.
- Prepare a Final Master Plan and Report. This final report will reference the Site Investigation Report (as an appendix), the final master plan and descriptive summary, and will include documentation describing the plan preparation process. The Final Master Plan Report will be delivered to the City of Farmersville in hard copy and digital formats.

List of Similar Projects

Halff has completed numerous similar projects throughout Texas, in New Mexico, and in Collin County. A sampling of our recent representative projects is as follows.

Texas Projects (outside of Collin County):

Westside Sports Complex, El Paso, Texas: Halff developed the master plan and construction documents for this 35-acre park that includes eight new soccer fields, a concession building, parking and interior park roads as well as parking for 200 vehicles. The master plan addressed the development of sports fields in a way that accommodates the grade changes and the stormwater flows that run across the site. Master planning activities benefitted from an agreement between the City of El Paso and the El Paso Community College to allow park users to park on the college campus. **Similarities to Farmersville project:** athletic facility master plan; concession building; roadway and parking configuration; quality of life enhancement.

Youth Sports Complex, McAllen, Texas: Halff prepared a master plan for the McAllen Little League as a part of a pending city-wide bond issue. The master plan for this 250-acre site included 17 baseball/softball fields, 12 tennis courts, an arboretum learning center, and an adjacent retail development that would benefit from the athletic facilities. Halff assisted the City of McAllen with programming and planning for a new multi-use sports complex in the center of the City. Halff evaluated two sites for the project, one adjacent to McAllen's Civic Center and the other adjacent to an existing middle school. Halff also evaluated the infrastructure required to make either of the sites a reality, including roadway and storm drainage and grading improvements, and water and sanitary sewer improvements. The Halff Team also prepared master plans and conceptual design plans for the sites, along with development phasing diagrams and estimates of probable construction costs. **Similarities to Farmersville project:** youth athletic complex; master planning; site concepts; cost estimates; prioritization; general engineering (infrastructure and roadways); and quality of life enhancement.



Westside Sports Complex master plan in El Paso

Harlingen Soccer Complex, Harlingen, Texas: Halff's initial planning efforts focused on preparing plans only for available funding. At the City of Harlingen's request, Halff then prepared a final master plan that focused on providing facilities to accommodate stakeholders' wishes. The final master plan addressed available City funding by providing guidance for developing the facility in phases. In addition to preparing the master plan, Halff Associates also developed Phase One design plans of the Harlingen Soccer Complex, the City's first and largest sports facility. To achieve project goals, Halff conducted multiple meetings with project stakeholders from throughout the City, along with members of the Arroyo Youth Soccer Club. The master planning process included preparing more than six alternative conceptual master plans for the soccer complex, along with the final master plan (the preferred alternative of stakeholders). The project used reclaimed wastewater effluent to cost-effectively irrigate 50 acres of soccer fields installed in Phase One; the City had not previously tried this. Halff designed large combination retention/detention basins to overcome storm drainage issues, add storage capacity for reclaimed irrigation water, and address the lack of elevation change across the 80-acre project site. The Halff Team of civil, landscape architecture and irrigation design members closely coordinated to ensure that the design approach would result in a project that could be understood and easily maintained by City staff and built by local contractors. **Similarities to Farmersville project: youth athletic complex; master planning; site concepts; cost estimates – including focused attention on available City funding; facility prioritization and phased development to accommodate funding; public outreach; quality of life enhancement.**



The Harlingen Soccer Complex on a busy night

Pflugerville City-Wide Athletic Facility Study, Pflugerville, Texas: Halff Associates explored and evaluated the current usage and capacity of Pflugerville's existing sports fields and anticipated needs over the next five to 10 years and beyond. In addition to conducting a quantitative analysis, Halff collected input from individual athletic associations and the general public via online surveys, survey handouts, and a series of public meetings to identify the community's goals and priorities for expanding the city's supply of sports fields. The study focused on determining the need for additional youth baseball, football, soccer, and softball facilities; renovation, consolidation and enhancement of existing facilities; and repurposing existing fields and practices areas for multi-functional athletic facilities in Pflugerville. While there are other outdoor sports (such as lacrosse) that are experiencing increased interest, these four sports constitute the majority of youth athletes in the community, each year registering more than 2,500 participants combined. Halff's recommendations were part of Pflugerville's successful \$12 million bond program approved in 2014. **Similarities to Farmersville project: sports complex with walking trails, linkage and connectivity; concessions, restrooms; quality of life enhancement; public outreach; analysis, cost estimates and prioritization to be achieved through different phases.**

Coppell Town Center, Coppell, Texas: Halff's design for this public space overcame constraints posed by a restricted project site bordered by various facilities, including a police station, library and school. *Our design of this project was completed in six months to meet the community's upcoming July Fourth celebration.* Park amenities include a stage for open-air productions, an amphitheater, lighted walking paths, open play areas, shaded seating, sustainable landscaping and locations for future sculpture and art displays. A shade structure serves as a gathering spot for picnics, weddings, or family reunions. The 65-foot-tall tower in front of the Coppell Town Center building serves as a focal point for the park and the community at large. The tower also serves as a sundial, projecting shadows of the sun onto plaques arranged in the lawn area. A water component creates an active element within the plaza. The dancing water brings the stage area to life with movement, sound and light. Halff Associates won several awards for this project, including the Merit Award for Design – American Society of Landscape Architects (State Award); Park Design Excellence Award – Texas Recreation and Park Society (State Award); and the Park Design Excellence Award – Texas Recreation & Park Society (Region III). **Similarities to Farmersville project: master planning; quality of life enhancement; public involvement; and cost estimating. Although this is not an athletic complex, this project was completed during the planning and design process within a six-month time frame.**



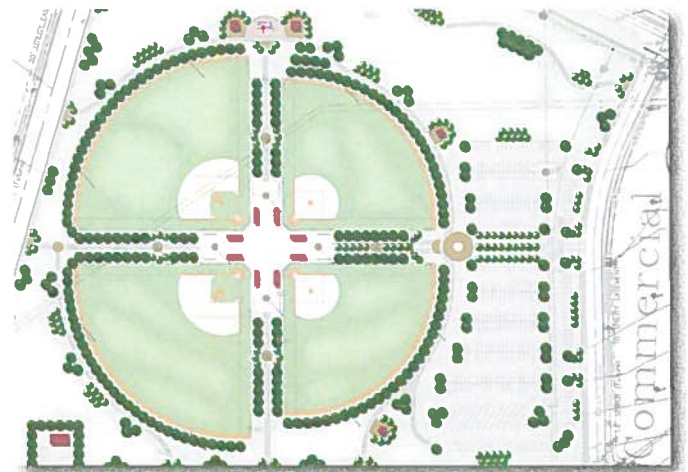
Image from the completed Coppell Town Center project

New Mexico Projects:

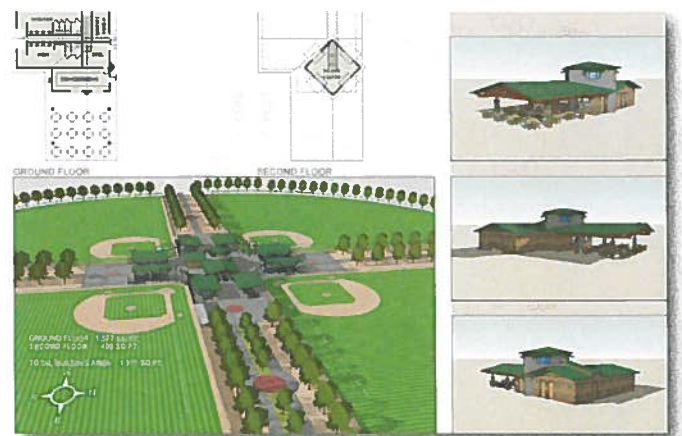
Del Norte Park, Hobbs, New Mexico: Halff provided a master plan, construction documents, and construction administration services for the 40-acre Phase Two portion of this 80-acre park in Hobbs, New Mexico. Project improvements included the design of over 2,000 linear feet of roadways; parking for 130 vehicles; a performance area with a stage, amphitheater and large custom pavilion; several small pavilions; restrooms; a dog park; tennis and basketball courts; a playground; grading for the entire site, including a four-acre playing field and detention pond; and new landscape and irrigation improvements. Halff chose durable, cost-effective materials and equipment. The large pavilion and performance area utilized an all-metal structure to reduce operations and long-term maintenance costs. Plants and grass species were hardy varieties with proven track records with the City of Hobbs' parks department. The irrigation system used special technology to ensure easy operation, maintenance and repairs. **Similarities to Farmersville project: park and athletic complex improvements; master planning; site concepts; long-lasting, cost-effective designs; infrastructure/roadway design; public outreach; quality of life enhancement.**

Jefferson Park, Hobbs, New Mexico: Halff provided master planning and final design services for all three phases of this 15-acre park site. The site was initially developed in small pieces by the school district, the local baseball league, and the City's parks and recreation department. Halff developed a master plan to address the City of Hobbs' long-term development goals of connecting the park to other areas of the City, providing additional recreational amenities, and developing additional practice fields for growing youth soccer leagues. The park and facilities needed updating to project a unified character, identity and purpose. Halff hosted a series of stakeholder meetings with baseball league representatives, parents, and various community members to arrive at a final vision, purpose and image for the park. To accommodate available funding, Halff developed a phased approach. Phase One provided nearly one mile of trails, several pavilions, a new playscape, and additional landscaping and irrigation. The goals of Phase One were to make the park more inviting to visitors and assist in maintenance requirements for the park property. Phase Two included parking improvements, sports field improvements, additional trails and new restrooms. Phase Three, currently under construction, includes two additional competition baseball fields, new fences and backstops on existing ball fields, a new concession stand, and additional parking. Halff designed all these improvements to function within the Hobbs climate, under constant use by the baseball league and the public. Additional shade is provided by numerous canopies, pavilions and covers, and the irrigation system is state-of-the-art, allowing the City of Hobbs to tailor the amount of water applied to the turf to provide the best playing surface possible, without wasting water. **Similarities to Farmersville project: youth athletic complex; master planning; site concepts; cost estimates; public outreach; and quality of life enhancement.**

Ranchview Ball Fields, Hobbs, New Mexico: Halff prepared a master plan and schematic design plans for the 30-acre Ranchview Ball Field project in northern Hobbs, New Mexico. The project was initiated to confirm the viability of property slated for dedication to the City by a developer on an adjacent tract. Planning and design activities included numerous stakeholder and public meetings with sports league representatives and users, to confirm the development program and approach desired by City staff. The final master plan addressed off-site drainage and detention requirements, while providing a community recreational facility that provides passive as well as active recreation activities. The plans and designs for the Ranchview Ball Field Complex addressed stormwater and drainage flows that were directed toward the facility from proposed retail and residential developments surrounding the project site. The master plan and initial project designs addressed the Hobbs environment by providing ample shade for park users, suggesting site development practices that would mitigate potential drainage issues from surrounding development, and by specifying improvements that function well in the Hobbs environment. **Similarities to Farmersville project: youth athletic complex; master planning; site concepts; cost estimates; public outreach; and quality of life enhancement.**

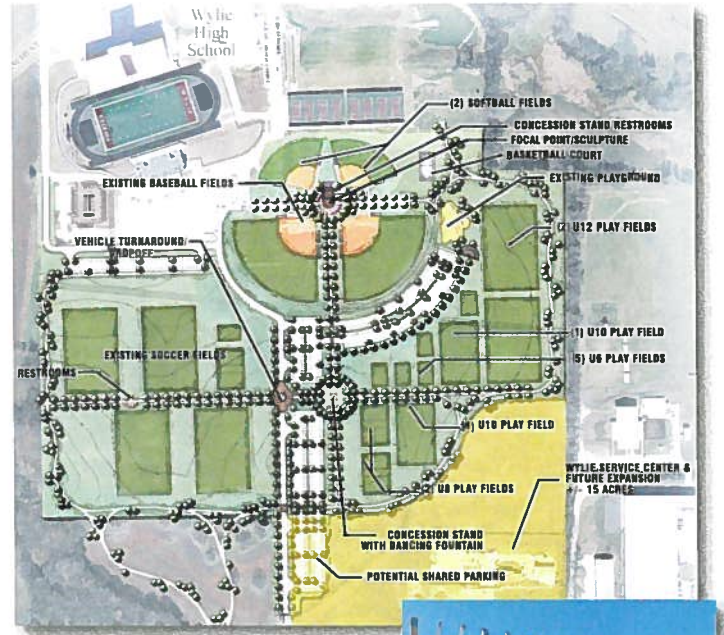


Ranchview Ball Fields master plan (above) and site concept (below)



Collin County Projects:

Founders Square, Wylie, Texas: Halff Associates provided the master planning, design development and construction documents for the expansion of an existing soccer and ball park facility for the City of Wylie. With a construction cost of \$5.1 million, the project included adding eight lighted soccer fields, two lighted softball fields, two concession stands, three shade pavilions, and walking/jogging trails. Halff's responsibilities included master planning, public meetings, full-service architecture, landscape architecture, civil engineering, structural engineering, mechanical/electrical/plumbing (MEP) engineering, surveying and irrigation design. The master plan envisions the growth of the existing sports complex complimenting Wylie High School and the surrounding community. **Similarities to Farmersville project: expansion of existing athletic facility; master planning and site use that accounts for future growth; concepts; prioritization; trails; public outreach; quality of life enhancement.**



Founders Square site plan (above), and constructed shade pavilion (right)

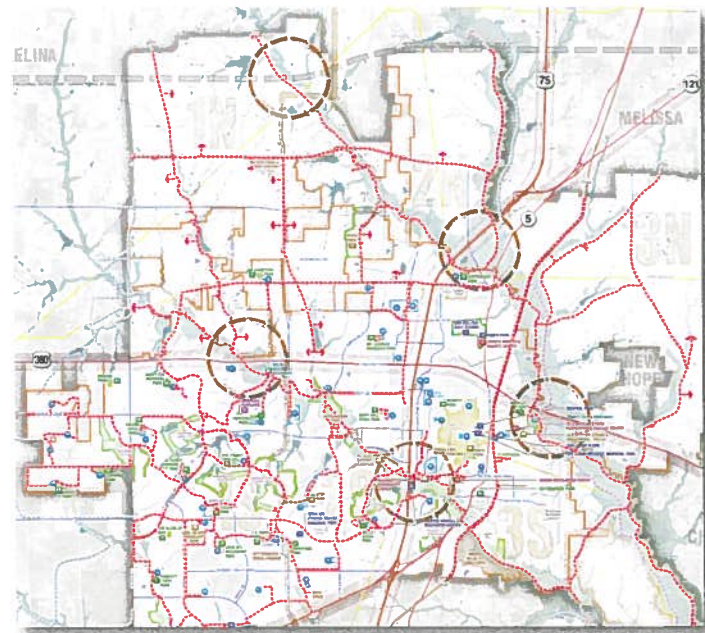


Regional Trails Master Plan, Collin County, Texas:

Collin County engaged Halff Associates to develop the comprehensive Collin County Regional Trails Master Plan. Halff's objective was to provide coordination and inter-jurisdictional trail connectivity among multiple cities and towns within Collin County and adjoining counties as well – with the ultimate goal of developing a county-wide system of trails. This project included the use of mobile geographic information systems (GIS) applications for in-field data collection; the coordination and compilation of data and plans from 32 municipalities within Collin County; route alignment development, analysis, and prioritization; development of cost estimates; and an extensive public outreach program. **This trails plan identified the Chaparral Trail as a major link for trail connectivity in the county.** **Similarities to Farmersville project: linkage/connectivity; quality of life enhancement; public outreach; analysis, cost estimates and prioritization.**

Parks, Open Space and Trails Master Plan, McKinney, Texas:

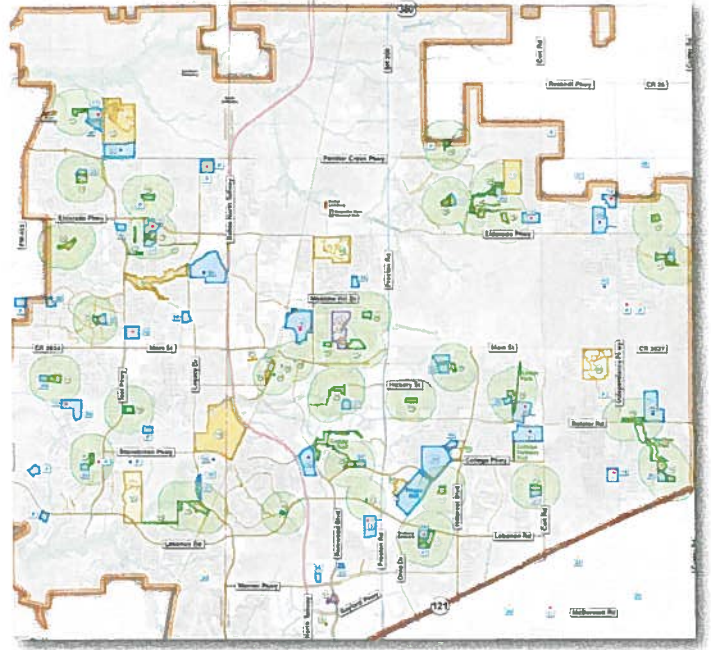
The City of McKinney engaged the team of Halff Associates, Brinkley Sargent Architects, and CEHP to create a master plan for this dynamic, rapidly growing community. The goal was to analyze McKinney's existing conditions and make recommendations for parks, recreation facilities, open space and recreation programming. The resulting master plan guides the City in providing parks in a quickly developing environment while meeting two primary City goals: providing 25 acres of park land per 1,000 residents, and protecting/preserving floodplain and creek corridors to provide open space, environmental benefits, and trails. The master plan included a market analysis that reviewed lifestyle groupings and market segments as per ESRI demographic data. A trend analysis reviewed external factors of change that influence people and parks as well as participation patterns. For an athletic program analysis of the project, we applied a facility needs assessment and capacity utilization model. We also described the athletic programs' "culture of use" unique to the City of McKinney. Our team made specific recommendations to build on the quality and character of the City's image, including protecting the cultural and natural landscape. **Similarities to Farmersville project: recreational space/ parks guidance; quality of life enhancement; project prioritization; athletic facilities.**



McKinney Parks, Open Space and Trails Master Plan

Parks and Recreation Open Space Master Plan, Frisco, Texas:

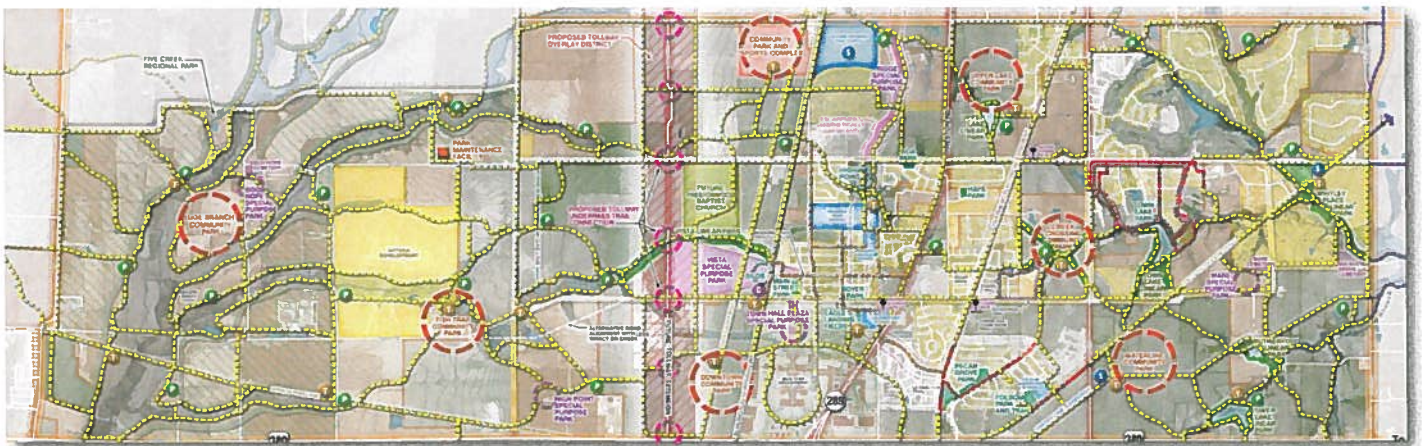
The City of Frisco is a leader in establishing parks, recreational facilities, and a high quality of life for its residents. But as one of the fastest-growing communities in the United States, Frisco struggled with the fact that its facilities would age and need replacement simultaneously. Halff Associates prepared the master plan to address how the City would prepare for this eventuality while maintaining its position as a parks and recreational facilities leader. The master plan also addressed the City's goal to maintain a close-knit, small-town feel. Halff achieved this in part by benchmarking Frisco against other cities. Cities chosen for benchmarking were highly regarded in parks and recreation and included two Texas cities. Benchmarking factors include lifestyle and life stage characteristics, lessons learned, community profiles, and operations and maintenance, per the PRORAGIS database. In addition, the master plan included an athletic program analysis by applying a facility needs assessment and capacity utilization model. During an intense, focused visioning week of public engagement, a large number of residents shared ideas and their vision for the future of parks and recreation in Frisco. Key wishes/concerns included: (1) Expanded, connected bike and hike trail system; (2) More fields for youth sports; (3) Meeting the challenge of balancing parks: new and old; active and passive; changing expectations and preferences; (4) Acquiring open space before it was gone; and (5) Improving the maintenance of medians and practice fields. The visioning week included two public meetings, a meeting of the Steering Committee, a meeting with representatives from other public departments, and meetings with four focus groups. Halff also conducted interviews with the Convention and Visitors Bureau staff, members of the Mayor's Youth Council, and others. **Similarities to Farmersville project: linkage/connectivity; youth athletics; quality of life enhancement; public outreach; operations/maintenance costs; concepts; prioritization.**



A portion of the Frisco Parks and Recreation Open Space Master Plan

Parks and Trails Master Plan, Prosper, Texas:

Halff Associates designed this master plan to protect the Town of Prosper's character, landscape and image. Consequently, the plan introduces conservation planning and development to protect large areas of floodplain. As an educational tool, the master plan provides an in-depth discussion of the value of creeks and stream in the urban and semi urban environments. It also provides criteria to establish buffers along creeks and drainage ways, emphasizes the importance of a regional watershed plan, and makes a strong case for integrated stormwater management. In addition, the plan addresses trail corridors, trail easement acquisition, park land acquisition, park development, and provisions for recreational facilities. The future Dallas North Tollway extension necessitated the recommendation to ensure proper east-west trail connections through wide road underpasses. The plan also calls for a large regional park on the west side of town, to protect large areas of floodplain while benefiting surrounding communities. **Similarities to Farmersville project: trail linkage/connectivity; provisions for future recreational facilities; quality of life enhancement; public outreach; concepts and prioritization.**



The Prosper Parks and Recreation Open Space Master Plan

References

City of Frisco

Dudley Raymond
Parks, CIP and Business Development Manager
Office: 972-292-6502
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Collin County

Jeff Durham
Collin County Special Projects/Open Space
Office: 972-548-3723
Email: JDurham@collincountytx.gov

The Colony

Pam Nelson
Director of Parks and Recreation
Office: 972-625-1106, extension 3958
Email: PNelson@thecolonytx.gov

“The leadership provided by Francois and the efforts throughout to dialog and provide frequent updates to ensure expectations were being met was commendable.” – Lyda Hill Hunt, LH Holdings, Inc., and Gary Brinkley, Stockyards Station Partnership, Fort Worth

“Great job [Lenny Hughes and Francois de Kock]. Prompt and accurate with everything. Stayed on top of it; no lag time. Did what you said you would do without having to be reminded or pushed.” – Jeff Harting, City of Farmers Branch

“This was a difficult project – it required building consensus from a large number of stakeholders. Mr. de Kock did an excellent job and designed monumentation that, after much debate, was broadly supported. Deliverables were timely, meetings were productive, and projects went very well.” – Paul Stevens, City of Waxahachie

“Lenny and Francois were a pleasure to work with, and I look forward to working with them again in the future.” – Juan Broussard, Dallas County Community College

Team Resumes

LENNY HUGHES, RLA – Principal-in-Charge

Mr. Hughes is a vice president and director of the Landscape Architecture Department at Halff Associates. He has more than 20 years of experience in landscape architectural design; park design and park planning; project management; bidding; and negotiations. Relevant projects include:

Experience: 20 years

Education: BS/Landscape Architecture, Oklahoma State University

Registration: Registered Landscape Architect, Texas, No. 2067

Athletic Complex and Randig Tract Feasibility Study, Pflugerville, Texas:

Principal-in-Charge for the research and evaluation of existing data, mapping, athletic complex site selection criteria, athletic complex facility programming and benchmarking. Helped conduct sports/athletic league/user group interviews and provide public participation/outreach for the project. Project also included Randig Tract site investigation and analysis, master planning, and cost estimating. The project document helped establish the 2014 Bond Program for the City of Pflugerville.

Lake Pflugerville Park Master Plan, Pflugerville, Texas: Principal-in-Charge for the schematic design and master planning of Lake Pflugerville Park, including the renovation and improvements for the overall site. This project addressed connectivity, ADA accessibility, and planting for shade. Primary focus areas included a beach esplanade with shade pavilions; playground equipment; meandering plaza space; a lake promenade to the south with upper and lower trail connections; fishing piers/overlooks; and an amphitheater with an outdoor stage at the lake's edge covered by a large sail-type shade structure. This project included extensive public outreach/involvement, and the project report helped establish the 2014 Bond Program for the City of Pflugerville.

Regional Trails Master Plan, Collin County, Texas: Served as Project Manager for the Collin County Regional Trails Master Plan that was created to provide coordination and inter-jurisdictional trail connectivity between cities, towns and adjoining counties for the development of a county-wide system of trails. This project included the use of Mobile GIS applications for in-field data collection; the coordination and compilation of data and plans from 32 municipalities within the county; route alignment development, analysis, and prioritization; the development of cost estimates; and an extensive public outreach program.

Justin Community Sports Park, Justin, Texas: Principal/Project Manager responsible for the preparation and development of conceptual, schematic and design development of a 20.25-acre sports park. The master plan envisions a growth to the existing sports complex complimenting the surrounding elementary school and the surrounding community. The design calls for implementation of wildlife habitats, sports fields, and a harmonious weaving of pedestrian and vehicular traffic into an enjoyable space for the entire community.

Founders Park, Wylie, Texas: Principal/Project Manager for the development of a 60-acre community and sports park. Park components included 1.5-mile walking/jogging trail; two lighted softball fields; 16 lighted soccer fields; multi-use fields; two restrooms and concession areas; spray water park, redevelopment of an existing playground, roadway and parking layout, basketball court; picnic areas; landscape and xeriscape planting. Project Manager duties included: coordination and working with public work groups, and working with city staff. Project components included: master planning of the site, development of construction documents, bidding and negotiations.

Browne Road Sports Complex, Brownsville, Texas: Project Manager and Team Leader Assistant for the development of a 36-acre Sports Park. Park components included 1.2-mile walking/jogging trail; 0.75-mile nature trail, two lighted softball fields; four lighted soccer fields; one restroom and concession area; playground, roadway and parking layout, basketball court; picnic areas; landscape and xeriscape planting. Project Manager duties included coordination and working with public work groups, and working with city staff. Project components included master planning of the site, development of construction documents, bidding, and negotiations.

Marine Creek Linear Park, Fort Worth, Texas: Principal-in-Charge for the master planning, design and construction documentation for the update and renovation of a 3-mile, 230-acre linear park connecting Marine Creek Lake and the historic Fort Worth Stockyards. Project included renovation of the existing trail system; approximately 2.5 miles of new trail; a new pedestrian bridge; a new playground with pavilion; an outdoor classroom; educational and wayfinding signage; a wetland to educate the adjacent elementary school; fishing pier; and sustainable landscaping.

U.S. Army Corps of Engineers (USACE) Elm Fork Parks Project, Fort Worth District, Lake Lewisville and Lake Grapevine, Texas: Project Manager for area lakes of the Elm Fork USACE Branch Offices located on Lake Lewisville and Lake Grapevine. Designated park sites, including Murrell Park at 430 acres, and Hickory Creek Park at 550 acres. Duties included weekly meeting with USACE staff and scheduling of City staff, public work group meetings and design charrettes. Also provided design, project management, and construction verification efforts for various projects.

FRANCOIS DE KOCK, AICP, ASLA, RLA, LEED AP – Project Manager

Mr. de Kock joined Halff Associates in March 2003. During his career, he has obtained a vast amount of experience in urban and environmental planning, urban design, landscape architecture, and landscape restoration. His goal for each project is to be professionally responsible and responsive to the natural and cultural environment. Therefore, he strives to address clients' needs without compromising the integrity of the natural and cultural environment, believing that each site is unique and should be addressed accordingly. Mr. de Kock excels at and has a particular interest in visioning as a key component of helping clients achieve results that will ensure public buy-in, support and commitment. Relevant projects include:

Experience: 31 years

Education: Master's/Landscape Architecture, Harvard University
BS/Landscape Architecture, University of Pretoria, South Africa

Registrations: Certified AICP, No. 243618

Registered Landscape Architect, Texas, No. 02183

LEED Accredited Professional

Parks, Recreation and Open Space Master Plan, Prosper, Texas: Project Manager for the Town's first parks master plan. Halff developed a vision that will protect the character of the landscape and image of the town. Based on this, conservation planning and development was introduced as a concept to achieve the vision. As an education tool, the master plan provides an in-depth discussion of the value of creeks and stream in the urban and semi-urban environments. It provides criteria for the establishment of creek buffers along creeks and drainage ways, emphasizes the importance of a regional watershed plan for the city, and makes a strong case for integrated stormwater management.

Parks and Recreation Open Space Master Plan, Frisco, Texas: Project Manager for the parks and recreation open space master plan, including needs assessments for both athletic fields and facilities. Mr. de Kock led and managed a comprehensive team, including subconsultants, recreation specialists, parks maintenance and operations personnel, and an architect who specializes in municipal facilities.

Parks, Recreation and Open Space Master Plan, McKinney, Texas: Project Manager for a project that involved extensive public participation and sub-consultant input. Responsibilities include managing the project team that included specialists of recreation programming, recreation facilities, benchmarking and marketing; meetings with elected officials on a one-on-one basis to solicit input; and presenting the final document to the Parks Board and Council for approval. Unique aspects of the project comprise overlay development districts for special areas within the city, recommending protection measures for floodplains and natural landscapes, and the development of community gardens.

Parks, Recreation and Open Space Master Plan, Lewisville, Texas: Project Manager for the master plan, which emphasized the City's need to overhaul a majority of its parks because most were not meeting current ADA requirements and showed extensive signs of aging. With the popularity of Lake Lewisville, the plan sought to find ways to provide both visual and physical access to the lake shore. Halff prepared this master plan jointly with the Lewisville Trails Master Plan.

Parks, Recreation and Open Space Master Plan, Colleyville, Texas: Project Manager. The quality of Colleyville's parks and their maintenance are among best in the D-FW area. The City also prides itself on the large amount of acreage dedicated to private parks. Because the City is fiscally conservative, the plan recommendations focusing on the development of trails and floodplain protection to provide more access to natural areas for citizens who have rated such needs as very important.

Parks, Recreation and Open Space Master Plan, Wylie, Texas: Project Manager. Public involvement served as the underpinning of the analysis and recommendations for this plan. As part of the master plan vision, major goals were to enhance the diversity, choice, and image of Wylie's parks and recreation system. Unique components included: (1) The development of strategies for better utilizing the multiple U.S. Army Corps of Engineers parks located within the City limits; (2) Responsiveness to the citizens' and City needs and expectations; and (3) A Concept Site Development Plan for the City's Municipal Complex, which includes the new City Hall, Library and Recreation Center. Additional recommended amenities included an amphitheater, environmental education center and a cultural center – all of which are situated as a "string of pearls" around the proposed "City Commons."

Parks, Recreation, Trail and Open Space Visioning Plan, Cedar Hill, Texas: Project Manager for a visioning plan that covers all aspects of a typical parks master plan and more. Key to the project is the unique natural environment of Cedar Hill, which includes an escarpment with dramatic limestone outcroppings and naturally occurring cedar trees along with the adjacent Joe Pool Lake. Components of the study other than the parks master plan itself, include a master plan for a city-wide hike and bike trail system, and a streetscape and entry feature plan that includes concepts for gateways and entry monuments, among other details. A unique component of the study was the assessment of 11 identified stormwater detention areas for their potential use for future park space, whether in their natural state, or with the limited addition of recreation facilities, including trails, pavilions and play areas.

RANDY WATSON – Deputy Project Manager

Mr. Watson joined Halff Associates in January 2009. He has worked on a variety of projects types, including trail master planning, park planning and design, and streetscape planning and design. His other project work ranges from high-end residential, corporate campus, high-rise condos, retail, and multi-use to lifestyle centers and urban design. He is an experience project manager with expertise in leading projects from schematic design through design development, budgeting cost estimating, construction documentation, and construction administration/construction observation (CA/CO). Relevant projects include:

Experience: 20 years

Education: Master's/Landscape Architecture, Louisiana State University

BS/Park Administration, Arkansas Tech University

Pflugerville Athletic Complex and Randig Tract Feasibility Study, Pflugerville, Texas: Project Manager. Led the research and evaluation of existing data and mapping. Assisted with athletic complex site selection criteria, athletic complex facility programming and benchmarking, sports/athletic league/user group interviews, public participation, Randig Tract site investigation and analysis, and master planning.

Lake Pflugerville Park Master Plan, Pflugerville, Texas: Project Manager for the schematic design and master planning of Lake Pflugerville Park, including the renovation and improvements for the overall site including connectivity, ADA accessibility, planting for shade, and three primary focus areas including (1) a beach esplanade with shade pavilions, playground equipment, and meandering plaza space; (2) a lake promenade to the south with upper and lower trail connections, fishing piers/overlooks; and (3) an amphitheater with outdoor stage at the lake edge covered by a large sail-type shade structure.

Stonebridge Ranch Aquatic Center Improvements, McKinney, Texas: Project Manager for the schematic design of a passive recreational component to be added to an existing aquatic (swim) center. Amenities are to include a picnic pavilion with picnic tables, a grand stairway and prominent overlook, and an extensive trail network around and through the property. The design accounts for future expansion of the playground equipment and other water-related recreational facilities.

Justin Community Park, Justin, Texas: Project Manager for a 20.25-acre park partially funded with a Texas Parks and Wildlife Department grant. The park was designed to serve the community's needs for outdoor recreation by providing athletic facilities – including soccer fields for various age groups, softball and baseball fields – and related amenities. Other amenities provided more passive recreational opportunities with the addition of a picnic pavilion and overlook, playground equipment, and numerous trails with interpretive nodes describing both local history and nature. Special emphasis was given to the use of native plant material in the form of trees, shrubs, and native grasses.

Founders Park, Wylie, Texas: Assistant Project Manager with responsibilities for coordinating the completion of construction documents, bidding, and CA/CO for the renovation and expansion of an existing sports complex that offers its users both passive and active recreational opportunities. Amenity upgrades included new sports fields (both softball and soccer); additional parking; two new concession stands and restroom facilities; numerous trail networks that provide connections throughout the park, between sports activities and with future regional trail systems; picnic pavilions; plantings and irrigation. An additional emphasis was placed on documenting local history by providing interpretive stations along the central pedestrian trail.

Southern White Rock Creek Trail Master Plan, Dallas, Texas: Project Manager for the master planning of a pedestrian and bike spin trail alignment to link White Rock Lake to Trinity River Corridor, the Trinity River Audubon Center, and beyond.

Lancaster Amphitheater and Trail Improvements, Lancaster, Texas: Assistant Project Manager for improvements to an existing park facility. Improvements included the design of a large open-air amphitheater with a stage, upgrades and expansion to an existing trail network, and planting and irrigation enhancements. This project was partially funded by a grant from Texas Parks and Wildlife Department and was completed in the fall of 2013.

Bellevue Pedestrian Bridge, Dallas, Texas: Assistant Project Manager for the design and implementation of a pedestrian suspension bridge linking downtown Dallas with the Trinity River Corridor. Other responsibilities included handling coordination between the City and adjacent land owners, taking into consideration future development in the vicinity.

Camp Wisdom Road Streetscape, Grand Prairie and Dallas, Texas: Project Manager for preliminary planning for streetscape improvements that included options for road expansion from a two-lane undivided roadway to a four-lane divided road with pedestrian/bike facilities or trail connections, plantings and irrigation, and decorative bridge detailing that includes an overlook and rest area serving the pedestrian/bike trail.

JIM CARRILLO, F. AICP, ASLA, RLA – Athletic Complex, Landscape Architecture and Parks Planning Task Lead

Mr. Carrillo, Halff Associates' Director of Planning, has an extensive background in long-range master planning, urban design, park planning, and site development. His responsibilities as a planner have included comprehensive city and park master planning, land use master planning, site planning and development, feasibility studies, zoning and subdivision ordinance review, parcelization and subdivision layouts, zoning case studies and coordination, and highway visual impact mitigation studies. Over the last decade, his work has been recognized with multiple awards for planning innovation and excellence, and he was inducted as a Fellow of the American Institute of Certified Planners in April 2012. He is one of approximately 25 AICP Fellows practicing in Texas today. Relevant projects include:

Experience: 29 years

Education: BS/Landscape Architecture (Summa Cum Laude), Texas A&M University

Registrations: Certified Planner, American Institute of Certified Planners, No. 9875

Registered Landscape Architect, Texas, No. 1377

Hobbs Parks and Recreation Master Plan, Hobbs, New Mexico: The purpose of this master planning process was to update the city's 2008 Parks and Recreation Master Plan, also prepared by Halff Associates, Inc. The city has constructed two of their major community parks since the previous master plan was completed. The master plan update focuses on future trail connections, the need for indoor recreation facilities, and acquiring parkland for the growing areas of the city.

Harlingen Park Master Plan, Harlingen, Texas: Comprehensive parks, open space, and trails master plan for a City of 59,000. The planning process included extensive public input, an inventory and assessment of current facilities, development of goals, a comprehensive needs assessment, a trail plan component, and the development of a five- to 10-year facilities priorities plan. Major recommendations of the plan included new eco-tourism facilities, the development of a major new soccer complex, and the need for a new pool complex for the community.

Park Open Space and Trail Master Plan, Cedar Hill, Texas: Project Manager for a city-wide park system master plan. The master plan is based on a detailed inventory of existing park and recreation facilities, as well as trails and projected facility needs, in accordance with use area and spatial standards developed for the City. Public input during the needs assessment portion of the plan was gathered through an intense phone survey and through interviews with local athletic leagues. The plan conforms to the City's comprehensive plan and 5-year capital improvements plan.

McAllen Parks Master Plan/Recovery Action Plan, McAllen, Texas: The preparation of this master parks plan focused on (1) acquisition of land for parks in underserved portions of the community, (2) the development of a comprehensive greenbelt and trail system intended to become the major aesthetic and recreational framework for the city, and (3) the rehabilitation of existing parks. The plan included a series of policy recommendations that endorse McAllen Parks Department actions, including joint development of parks with the local school district, a proactive land acquisition philosophy, and extensive attention given to acquiring land as part of the Park Dedication Ordinance instead of fees. The public involvement process included a telephone survey, interviews with key City and user group leaders, and public meetings.

Murphy Parks Master Plan, Murphy, Texas: Project Manager for the community's first parks master plan. The extraordinary rate of growth of this community, from 5,000 to 18,000 within a five-year span required a unique parks plan that could rapidly accomplish both land acquisition as well as parks development. The plan led to the awarding of a \$500,000 Texas Parks and Wildlife grant to Murphy for the development of a greenbelt corridor.

Denton Rail Trail, Denton, Texas: Designed an eight-mile trail section of the Dalhoma Trail, which will someday connect the Oklahoma border and the Dallas/Fort Worth Metroplex. The trail is surfaced with a crushed rock finish, and includes seven trestle crossings.

Mansfield Parks Master Plan, Mansfield, Texas: Preparation of a city-wide park and recreation master plan for one of the fastest growing cities in Texas. The plan recommended that the City focus on neighborhood-based park facilities as well the development of a city-wide aquatic facility. Extensive public involvement and working sessions with the Parks Development Corporation were included to successfully gain valuable citizen input.

Odessa Parks Master Plan, Odessa, Texas: Project Manager for updating the master plan from previous plan. This effort established a long-term framework or goals and objectives for the City's effort to revitalize parks. The plan also paid special attention to the opportunity for greenway corridors and trails throughout the City and the emerging "Medical Corridor" in the downtown area. Opinions of probable cost for city-wide improvements and operations/maintenance were provided for assistance in realizing future improvements and in prioritizing for bond elections. This master plan received a Region 1, 8, and 9 Excellence in Planning award from the Texas Recreation and Parks Society.

JONATHAN WEST, RLA – Athletic Complex, Landscape Architecture and Parks Planning Support

Mr. West joined Halff Associates in 2005 as an intern and has worked full-time at Halff since May 2007. A creative, hard-working professional, Mr. West has gained extensive landscape architectural design experience in community and regional park projects, nature preserves, bridge design, development master planning, commercial landscape and hardscape design, wayfinding signage design, and parks and open space master plans. In addition, Mr. West has developed superb abilities in architectural illustration. Relevant projects include:

Experience: 7.5 years

Education: BS/Landscape Architecture, Texas A&M University

Registration: Registered Landscape Architect, Texas, No. 2628

Founders Park, Wylie, Texas: Project Designer responsible for the preparation and development of full construction documents. The project included renovating an existing baseball and soccer park to include two new softball fields and 16 soccer fields. Included in the design were two pedestrian plazas with restrooms and concession stands, shade structures, entry, and wayfinding signage. The planting design includes vegetated bioswales, native tree and grass plantings.

Randig Tract Park Master Plan, Pflugerville, Texas: Project Landscape Architect responsible for design of potential park improvements within a large floodplain adjacent to two neighborhoods. The master plan provided a option for a heavily sports-themed facility, and an option for a more passive recreation option. Each design utilized the existing vegetation and proposed a series of ponds for improved drainage, water quality, and recreation opportunities.

Justin Community Park, Justin, Texas: Project Designer responsible for the preparation and development of full construction documents. The project entailed expanding and renovating an existing baseball complex to include three new softball fields and two new soccer fields. In addition, park amenities included a pavilion, entry and interpretive signage, a retention pond, creek and pond overlooks.

Stonebridge Ranch Aquatic Center Expansion, McKinney, Texas: Project designer responsible for full design documents and specifications for a 5.5-acre park expansion. Responsibilities included walk layout and dimension control, wall, step, and rail detailing, schematic grading, and coordination with civil and structural engineering. The project featured an elevated pavilion with steps, columns, and a 4-foot-tall stone masonry-veneered retaining wall.

Harts Branch Linear Park, Little Elm, Texas: Project Landscape Architect responsible for master planning of an 80-acre site situated along the Harts Branch creek corridor in Little Elm. The design process involved meeting with the Town to discuss desired amenities, conducting an inventory and analysis of existing facilities, coordination with environmental scientists and hydraulic and hydrologic (H&H) engineers, and the creation of multiple schematic design options. Key features of the design include an extensive trail network, ponds to mitigate flooding, overlooks, playgrounds, shade structures, pedestrian bridges, and on-street parking.

Plano Aquatic Center, Plano, Texas: Project Landscape Architect responsible for the conceptual design, full construction documentation, and specifications of site amenities, including a 1,500-square-foot spray pad, pavilions, entry plaza, vehicular drop-off, and landscape enhancements. The project goal was to renovate an existing swim center to provide increased spray pad space, outdoor areas for group gatherings and events, and generally improved building visibility from the nearby street. The sprayground feature is themed with colored concrete in the form of water droplets and there are multiple opportunities for aquatic play – including in-ground sprays and vertical features. The project involved extensive coordination efforts to ensure a seamless connection between the hardscape and aquatics design.

Molsen Farm, Allen, Texas: Project Designer responsible for site analysis, conceptual design, and layout of a proposed environmental learning center. Site, slope, vegetation, and drainage analyses were used to generate diagrammatic studies of possible site layouts, and then refined into one final master plan. Additionally, an 80-page master planning document was created to supplement the plan, going into detail about regional context of the project, the potential of the site, vegetation and wildlife analysis, significant historical events, and gives an in-depth description of all the design decisions that were made.

East Hill Park, Lewisville, Texas: Prepared multiple conceptual site plans for proposed neighborhood park serving residents of a new subdivision near Lake Lewisville. Amenities include pavilion, playground, parking, trails, and native planting.

EVERETT SPAETH, AIA, LEED AP – Facilities Planning; Architecture Task Lead

Mr. Spaeth joined Halff Associates in 1996, bringing 25 years of experience. He has managed design, document production, and construction administration on a wide variety of projects. As such, he has a high degree of technical knowledge and proficiency. His experience encompasses architectural design and management of large, complex projects. Relevant projects include:

Myers Park and Event Center, Collin County, Texas: Project Manager for a Master Development Plan for a 223-acre park and event center for Collin County. The project included a 5,000 seat Main Event Arena, 40,000 sf Exhibit Building, Multi-Purpose Arena with show-ring and warm-up ring, stall barns with 400 stalls, four outdoor arenas, RV Park, Maintenance Barn, and parking for 1,850 cars. Project also included plans for an amphitheater, conference center, and renovation of existing facilities.

Historic Fort Worth Stockyards Master Plan, Fort Worth, Texas: Architect and Urban Designer for development of a Master Plan for a 125-acre urban, mixed-use, housing, retail and entertainment development that will preserve the Fort Worth Stockyards National Historic District and attract visitors, tourists and residents to a vibrant 24-hour destination that will increase revenue and profit for the developer while maintaining the historic Fort Worth Stockyards authenticity and character.

Bell County Expo Livestock/Equestrian Facility: Principal-in-Charge for a programming and design of a fully enclosed and air-conditioned equestrian arena with seating for 1,000 spectators including a separate warm-up arena, stall barn and exhibit space. The new arena is designed for multi-use equestrian and livestock show events that occur in Bell County throughout the year. The arena includes state-of-the art facilities for a wide variety of equestrian events. Foodservice is provided in a Grille dining area overlooking the activities in the arena with additional foodservice concessions provided in the arena. The existing Central Plant is upgraded for existing facilities and expanded for the new arena. Public access and parking is provided for 700 cars and exhibitor truck and trailer parking for 100 vehicles is included in the site development.

Coppell Town Center, Coppell, Texas: Architectural Design of a five-acre plaza and park to be a focal point and connect the town center, justice center, fire station, elementary school, and YMCA buildings in a way that created a unique, significant urban space for Coppell. Significant architectural features include plaza paving, clock tower, shade structures, and restroom facilities. The town center design was a collaborative design effort of Halff's architects, landscape architects, planners, and civil engineers.

Renovation of Pease Elementary School, Dallas, Texas: Principal-in-Charge for renovation of 63,230-square-foot existing building. Upgrades were made to entrances, corridors, toilet accessibility, and architectural upgrades were made to the building's interior and exterior as well as the mechanical, electrical and plumbing systems. The accessibility upgrades provided building access to physically challenged students, visitors and staff, and accessibility along primary interior corridors, in restrooms and at drinking fountains for student use at each building level. The project also included the addition of an interior elevator, roofing renovation, sitework related to accessibility and safety, and the addition of computer technology system infrastructure.

Texas A&M University Campus Housing Facilities Assessment: Project Manager for a facilities assessment that included surveying and analyzing 106 housing/dormitory buildings containing more than 2.6 million square feet. The buildings were reviewed to determine their condition, identify deficiencies, and develop cost estimates for deferred maintenance, code compliance, capital renewal, and routine maintenance. This information was used to rank and prioritize the needed maintenance and repair projects through a specialized computer program with an interactive database which provides the university's Department of Residence Life and Housing accurate information for building maintenance needs, life-cycle costs and analysis, and strategic planning.

Bear Branch Park, Café Java, Woodlands, Texas: Project Manager for a 2,900-square-foot park structure containing food service, a pro shop, and restroom facilities to serve parks patrons. The purpose of the building was to be able to provide light snacks and drinks as well as necessary equipment and gear for the surrounding activities.

Parr Park Restroom Facility, Grapevine, Texas: Project Manager for a 988-square-foot restroom and storage facility for the Grapevine Parks and Recreation Department.

Experience: 43 years

Education: BA/Architecture, Texas Tech University

Registrations: Registered Professional Architect, Texas, No. 5205

Registered Interior Designer, Texas, No. 2547

National Council of Architectural Registration Boards Certified, No. 15580

LEED AP BD+C

PHILLIP APPLEBAUM, PE – Facilities Planning; Mechanical, Electrical and Plumbing (MEP) Task Lead

Experience: 30 years

Education: BS/Electrical Engineering,
The University of Texas at Austin

Registration: Licensed Professional
Engineer, Texas, No. 68404

Since joining Halff Associates in 1998 through acquisition, Mr. Applebaum has managed and engineered the development of plans and specifications for MEP projects involving education and other institutional facilities. He is an expert at designing MEP projects in a way that will not disrupt ongoing MEP operations during construction. His discipline-specific experience in all types of electrical distribution – including 5 and 15 KV systems as well as functional, efficient, and decorative lighting design – also makes him a key contributor in the aesthetic design of projects. Mr. Applebaum is also experienced in specialty systems including computer room power and distribution, life safety systems, emergency power systems, and lighting control. Relevant projects include:

Brushy Creek Municipal Utility District Park Lighting, Brushy Creek, Texas: Electrical Engineer for the upgrades to three parks that included trail lighting; sport court lighting for basketball, tennis and volleyball; and field lighting for baseball and soccer. Other upgrades included providing illumination in existing naturally ventilated restrooms, the lighting of existing pavilions, and the lighting of playgrounds.

Marine Creek, Fort Worth, Texas: Electrical Engineer of Record for three parks: (1) Provided Lincoln Park with new electrical service and connections to new water features; (2) provided Marine Creek Linear Park with an upgraded electrical service providing electrical connections for pavilion power and lighting; and (3) provided Rodeo Park with baseball field lighting to replace the existing lights.

Jefferson Park Upgrades, Hobbs, New Mexico: Electrical Engineer for park upgrades that included baseball field lighting and concession stand. Construction was completed in 2014.

Myers Park Barn Electrical Upgrade, Collin County, Texas: Program Manager and Electrical Engineer of Record for the electrical assessment of existing electrical systems and distribution. This report led to the design of a new electrical distribution system consisting of new main panel circuit breakers with appropriate AIC ratings; new distribution feeders and panels serving new GFCI outlets located throughout the barn for use by event participants; new lighting circuits and controls; and a new service grounding system.

Collin County Adventure Park Portable Generator, Collin County, Texas: Project Manager and Electrical Engineer for the design of the incorporation of a portable emergency generator suitable for the operation of the Collin County Adventure Park's maintenance building and wastewater treatment plant.

Rockport Aquatic Center, Rockport, Texas: Project Manager and Electrical Engineer of Record for a 17,500-square-foot building that included a 4,000-square-foot locker room and administrative offices, a 500-square-foot concession area, and a 13,000-square-foot swimming pool area. The electrical service and distribution throughout the site allowed for connections to lighting fixtures, equipment, and miscellaneous devices. Specific coordination of special systems such as fire alarm and security systems was also provided.

Bear Branch Park Phase IIA, The Woodlands, Texas: Provided quality assurance/quality control (QA/QC) and technical guidance for a new park entrance, park general lighting, and parking lot lighting with provisions for future parking spaces. Area lighting was also provided for a dog park, and provisions were made for area lighting in a skating area and a BMX track in the park. The design included lighting controls, electrical service entrance, and distribution.

Lake Fort Phantom Hill Park Improvements, Abilene, Texas: Electrical Engineer for park lighting improvements.

Safety Rest Stop for the Texas Department of Transportation, IH-40 Eastbound, Amarillo, Texas: Provided electrical QA/QC and technical guidance for the design of a new roadside hospitality facility with restrooms, picnic pavilions, a playground, and a large lighted parking lot. Route 66 deco-style architecture provided opportunities for design of special exterior flood lighting, landscape lighting, and cold cathode building accents, exterior design, used direct, indirect, and decorative lighting. Power requirements included emergency generator sized to support life safety lighting, security, and alarm systems and water well and sanitary process equipment.

Safety Rest Stop for TxDOT on IH-40 Westbound, Amarillo, Texas: Provided electrical QA/QC and technical guidance for the design of a new roadside facility with restrooms, a playground, picnic pavilions, and lighted parking lot. The earth shelter construction used indirect and accent interior lighting, and exterior lighting for landscape parking playground, and walkways. Special color lighting was designed for the architectural sail wall at the building entrance. Power requirement included emergency generator sized to support life safety lighting, security, and alarm systems, and water well and sanitary process equipment.

DAVID LITTLETON, PE – Site Engineering Task Lead

Mr. Littleton has extensive experience in site design. He also has valuable experience in pre-development studies, construction budgeting, project scheduling, and survey coordination, including the preparation of topographic, boundary, route surveys, improvement and pre-construction surveys and preparation of property file plats. Relevant projects include:

Experience: 33 years

Education: BS/Civil Engineering,
University of Santa Clara

Registration: Licensed Professional
Engineer, Texas, No. 62128

University of Dallas, New Lacrosse Field, Irving, Texas: Principal-in-Charge for civil work required to develop a new NCAA-regulation lacrosse field and practice field. Work included establishing field size, site location alternative analysis, site topographic and tree survey coordination, access road and parking facility design, and utility service analysis for future concession and restroom facilities.

Wylie Civic Center, Wylie, Texas: Principal-in-Charge/Project Manager for civil engineering at the Civic Center Complex that will provide a consolidated municipal facility for the city of Wylie. The site is located along FM 1378 just north of FM 544. The facility will rest on approximately 17 acres within an overall 250-acre city owned parcel of land. The new facility will require relocation of FM 1378 and numerous public utilities. Project included surveying services for an over-all topographic map and platting of the property. Site civil work included site layout, paving design, utility service design, grading, drainage and erosion control design, and construction phase services.

Dallas Zoo Storm Water Quality Improvement Project, Dallas, Texas: Design and implementation of Storm water Quality Improvement efforts. Work includes identification of project phases, design of measures intended to improve storm water quality at the Zoo, management of sub-consultants during design and construction phases and overall evaluation of the improvements completed.

Nasher Sculpture Center, Dallas, Texas: Civil work at the Nasher Sculpture Center in the Dallas Arts District. Project design and coordination includes surveying, utility service design, grading, drainage, and platting for on-site work, relocation of adjacent 16-inch water main, and perimeter street improvement plans. Other design and coordination tasks include: analysis of existing 9-foot-by-12-foot horseshoe storm drain, coordination with landscape designs regarding garden drainage, addition of Turell, and Serra sculptures to project.

HOLLY BECKA – Public Outreach Task Lead

Ms. Becka, who joined Halff Associates in 2014, has more than 20 years of communications and project management experience. She previously served as the public outreach task leader on high-profile North Texas transportation projects and served as a public involvement sub-consultant on various engineering and transportation projects. She is a former award-winning *Dallas Morning News* reporter. Relevant projects include:

Experience: 22 years

Education: BA/Journalism, Texas
A&M University

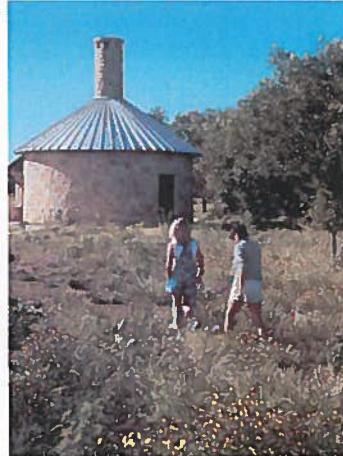
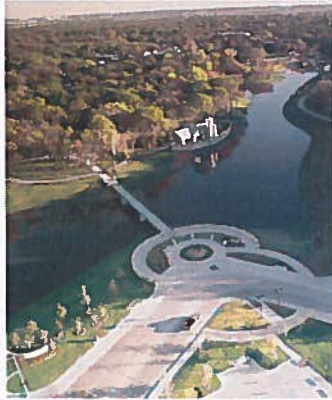
Sam Rayburn Tollway Public Involvement Task Leader, North Texas Tollway Authority (NTTA), Texas: For more than four years, managed public/stakeholder outreach for the NTTA's \$639 million Sam Rayburn Tollway corridor in Dallas, Denton and Collin counties. Responsibilities included developing and implementing strategic/emergency communications plans; planning, publicizing and carrying out public meetings on corridor aesthetics, SRT/US 75 interchange design modifications and vendor opportunities; conducting outreach to elected officials, community members and affected businesses and property owners; and serving as the client's liaison to project engineers and construction task leads. Helped client anticipate and respond to concerns from the public, media and elected officials, tailoring messaging to each audience.

U.S. 75 Corridor Study Public Involvement, U.S. 75 from IH-635 to SH 121, Dallas and Collin Counties, Texas: As a subconsultant, helped manage public/stakeholder outreach for a Texas Department of Transportation corridor study and preliminary engineering project to address widening and long-range corridor needs. Wrote/edited public meeting legal notices, news releases, leave-behinds, and created/managed a database of affected property owners and other project stakeholders to be invited to public meetings. Staffed and helped conduct public meetings.

North Carolina Transportation Network Public Involvement (NCDOT), North Carolina: As a subconsultant, helped manage public/stakeholder outreach for an NCDOT statewide transportation planning effort. Responsibilities included creating/managing a database of stakeholders in each county statewide to invite stakeholders to regional planning meetings. Helped manage public input through MindMixer online tool; created leave-behinds; wrote news releases.

Presenter

2



REQUEST FOR QUALIFICATIONS
CITY OF FARMERSVILLE
J.W. SPAIN PARK PLAN
January 15, 2015

January 15, 2015

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

Re: Request for Qualifications - J.W. Spain Park Plan

Dear Mr. White,

MESA is pleased to present this letter of qualification for the J.W. Spain Park Plan RFQ. It can be said that parks and public gardens are the gifts of a City to its citizens. Multi-use parks are a means to preserve the natural and cultural heritage of a growing city such as Farmersville, while providing for the recreational needs of its citizens. Though they address multiple needs, their diverse functionality must be coupled with experienced and strategic planning in order to maximize the programming and recreational opportunities for the citizens, as well as preserve the natural heritage and experience of the city's natural spaces. This project is an opportunity to create a wonderful destination within Farmersville, one that will be enjoyed for generations to come.

Company Overview

MESA was formed in 1981 with a simple idea: to bring new design and artistic sensibilities to landscape architecture, creating a visual language that reflected both nature and local culture to create settings with a strong sense of place. Over thirty years later, our company has grown and evolved, becoming more interdisciplinary in order to incorporate the essence and spirit of the land into our projects. Today, MESA is managed by a group of four principals with a wide range of project experience, combining landscape architecture with experience in planning, urban design and architecture. This allows us to offer our clients the full diversity of our talents without sacrificing our personalized relationships. The common thread of our experience is the design process we incorporate with every project. It is this process that ultimately sets us apart from our competitors. Our process incorporates regional architectural influences, honors the culture and heritage of project sites, and celebrates nature, interweaving natural beauty and human interaction into communities.

Design Philosophy, Project Approach and Experience

Public parks and open spaces should celebrate civic pride and community spirit. When designed with regard for the environment and the human experience, parks offer a healthy outlet for family communication, festivals, sports, and passive recreation. MESA passionately believes that positive outdoor spaces are vital components of thriving communities and cities. Well designed projects become city landmarks and travel destinations regardless of size.

MESA uses a multi-layered system of determinants (land patterns, waterways, ecosystems, history, and other influences) to encourage a broad awareness of a project's cultural and ecological implications. In addition to natural systems, we look at existing urban and rural patterns within a project setting and the cultural preferences of surrounding neighborhoods and communities. The site is considered a resource, with inherent value that informs every design. The story of the site is then expressed in an application of regionally appropriate forms, revealing lessons about geology, plants, wildlife, and people.

Our firm is extremely well versed in construction methods, documentation, and project management. We approach these components of each project as an on-going extension of the design process. Close collaboration with our clients, consultants, and contractors throughout design development and cost estimation phases is part of every project we work on. In our experience, we find that this is the best method to achieve a quality project, with predictable results, that exceeds our client's expectations. Throughout the construction phase, we maintain a presence on the jobsite in order to observe construction activities and to ensure compliance with the intent of the construction documents.

Experience with Multiple Stakeholders

Our experience with municipal park plans, private development entitlements, and regional land use and zoning plans has provided a variety of experiences with community consensus building. We have facilitated focus groups and work sessions with city staff, developers, and citizens in an effort to incorporate their needs and interests into a final project design that is a product of community based discussion and dialog.

Availability and Commitment

The Principal in Charge of this contract, Fred Walters, and the Project Manager, Joe Steffes, will be your primary points of contact for the duration of the contract. MESA's staff of 25 is a collection of individuals with unique project expertise in a complement of design and planning areas. This ensures expertise in various project types and a team-oriented atmosphere within, each group. While principals maintain a consistent involvement throughout the project, the office structure allows for a consistent team of associates, project managers, and landscape architects to be present to the project and familiar with the client and consultant team.

The office structure also promotes flexibility and the ability to react to project deadlines. Staff can be mobilized for critical timelines and schedules as studio leaders analyze workloads and shift priorities accordingly, sharing among studios to respond to client needs.

We are enthusiastic about this opportunity to work together and with the staff and citizens of Farmersville. We are confident our team will be able to provide a special service that will facilitate the city's goals and vision and the development of the J.W. Spain Park Plan, ensuring its legacy into the future.

Sincerely,



Fred Walters
Principal
MESA

- > Point of Contact – Fred Walters, ASLA
- > Street Address – 1807 Ross Avenue Suite 333, Dallas, Texas 75201
- > Direct Number - 214.871.4411
- > Mobile Number - 214.577.2874
- > E-mail Address - fwalters@mesadesigngroup.com
- > Web Site - www.mesadesigngroup.com

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FIRM INFORMATION

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FIRM INFORMATION

MESA is an award winning Landscape Architecture, Planning, and Urban Design firm based in Dallas, Texas. For over 30 years, we have enhanced public and private spaces and created opportunities for recreation, education, and community, both locally and internationally. Our portfolio ranges from intimate garden spaces to large-scale, comprehensive, master-planning projects. We create with the understanding that what we do must be worthy of future generations.

Name of Company MESA Design Associates, Inc.

Location 1807 Ross Avenue, Suite 333
Dallas, Texas 75201
(214) 871-0568 phone
(214) 871-1507 fax

Date of Formation May 1981

Principals of Firm Stan Cowan
Fred Walters
Mary Ellen Cowan
Aaron Duncan

Personnel of Firm MESA's staff of twenty-five includes: landscape architects, planners, urban designers, graphic designers and administrative support staff. The average employee tenure at MESA is over 10 years.

MESA Contact Fred Walters
Principal
(214) 871.4411 direct
fwalters@mesadesigngroup.com

Experience of Firm

MESA has wide-ranging experience in regards to public/private design and has completed numerous projects within a range of budgets. Our services include the large-scale comprehensive master planning of public/private projects to the finite construction details that make a project successful.

Professional Licenses

Alabama, Arkansas, Colorado, Florida, Illinois, Kansas, Louisiana, Minnesota, Mississippi, Nebraska, New Jersey, New Mexico, New York, Oklahoma, Oregon, Pennsylvania, Texas, Virginia

Technical Capabilities

MESA has significant computer capabilities in house with AutoDesk (AutoCAD 2014), Adobe Design Suites CC, Sketch-up, Lumion and various other software capabilities at every desk. In addition, the firm utilizes GIS databases for several projects and has full Internet access for transfer and collection of data. With this technical support, MESA has the adequate staffing and financial stability to work in a timely manner for project completion.



FIRM HISTORY AND PHILOSOPHY

History

MESA was founded in 1981 by a group of young designers with a new idea about landscape architecture. By bringing artistic sensibilities and local cultural knowledge to the established methods of landscape architecture, we would create a way of seeing, an awareness of incredible sites, and a strong, authentic sense of place. The idea was simple, and it worked. Our projects developed into genuine, living environments supported by a serious knowledge of local culture and detail. Our philosophy of solving complex design problems by assembling diverse creative minds at one table proved successful.

Today, we still adhere to that philosophy of collaboration for it has become essential in a modern, global environment. MESA has grown significantly in 30 years with the opening of the Abu Dhabi office in 2010. Our team of new designers and partners are guided by the practical experiences of the founding principals.

MESA's unfailing dedication to the art and science of landscape architecture, urban design and planning remains, only the table has grown.

Philosophy

We seek to allow land to best serve the needs of people by integrating the primary functions of nature and settlement through:

Preservation, Remembrance, Expression

articulated by:

Creation through design

Capturing the creation through activity

Transferring the creation to a larger community



*"Therefore, when we build,
let us think that we
build forever.
Let it not be for present
delight, nor for present use
alone;
Let it be such work as our
descendants will
thank us for..."*

John Ruskin

SERVICES

MESA is a full-service landscape architecture, planning, and urban design firm. At the same time, we offer flexible solutions and personalized service to our clients. Our office houses numerous specialty studios that can work independently or as part of a larger team depending on the project's requirements. Each specialty group is managed by an experienced leader well versed in MESA's work ethic and philosophy.



CAMPUS



COMMUNITIES



CORPORATE



ENVIRONMENTAL
EDUCATION



HEALTHCARE &
SENIOR LIVING



HOSPITALITY



MASTER PLANNING



PARKS



PUBLIC GARDENS



RESIDENTIAL



RETAIL & MIXED-USE



URBAN LIVING

RECENT AWARDS

2014

Canyon Falls

DBJ, Best Real Estate Deals, Single-Family Planned Community of the Year

Mill City Report, Dallas Habitat for Humanity

Texas ASLA, Merit Award, Planning and Analysis

Mill City Report, Dallas Habitat for Humanity

Hermes Creative Awards, Gold Design Award, Pro Bono

Reverchon Park

Texas ASLA, Merit Award, Constructed Projects - Public

Reverchon Park

Preservation Texas, Honor Award, Historic Restoration

Reverchon Park

Preservation Dallas, Preservation Achievement Award

Rockbrook

Texas ASLA, Merit Award, Constructed Projects - Residential

Turtle Creek Pump House

James Rose Center, Suburbia Transformed 3.0 Award

2013

Central Park

TRAPS North Region, Committee's Choice Award

Dogwood Canyon Audubon Center

Texas ASLA, Merit Award, Constructed Projects - Public

Glukhovo

Texas ASLA, Merit Award, Design Unrealized - Commercial

Gramercy on the Park

DBA, McSAM Award, Multifamily Rental Community of the Year

Light Farms

DBJ, Best Real Estate Deals, Single-Family Planned Community of the Year

Mill City Report, Dallas Habitat for Humanity

MarCom, Platinum Award, Pro Bono

Mill City Report, Dallas Habitat for Humanity

Graphic Design USA, American InHouse Design Award

Stonebridge Ranch Book

Texas ASLA, Honor Award, Communications

Wildwood Residence

Texas ASLA, Honor Award, Constructed Projects - Residential

2012

Austin Ranch

GDPG, Urban Design Award

Brenham Downtown Master Plan

Texas APA, Project Planning Award

Central Park - Public Safety Building

USGBC, LEED Silver

Central Park - The Summit

USGBC, LEED Gold

CityStars Sharm El Sheikh

Cityscape Abu Dhabi, Best Residential Project Award (Future)

CityStars Sharm El Sheikh

Cityscape Abu Dhabi, Best Urban Design & Master Planning Award

CityStars Sharm El Sheikh

Cityscape Abu Dhabi, Best Mixed Use Project Award (Future)

Dogwood Canyon Audubon Center

USGBC, LEED Gold

Jawaher Al Saadiyat Landscape Brochure

Graphic Design USA, American InHouse Design Award

Lantana

DBA, McSAM Award, People's Choice Award, Community of the Year

La Palmera

ICSC, Silver Award, Sustainable Design, Renovation/Expansion of an Existing Project

Prairie Creek Library

USGBC, LEED Platinum

RECENT AWARDS

Quinta Mazatlan

USGBC, LEED Silver

Shangri La Botanical Gardens

National ASLA, Honor Award, General Design

Tucson Mall

ICSC, Finalist Award, Renovation or Expansion of an Existing Project

Westfield Valencia

ICSC, Gold Award, Renovation or Expansion of an Existing Project

2011

Central Park

TRAPS, Planning Excellence Award

Central Park

Topping Out, Top 10 Award

Lantana

DBA, McSAM Award, People's Choice Award, Community of the Year

La Palmera

USGBC, LEED Silver

Santa Fe Enclave

DBJ, Best Real Estate Deal, Single Family Residential Deal of the Year

Sowwah Island Central Park Book

Texas ASLA, Award of Excellence, Communications

Sowwah Island Central Park Book

Graphic Design USA, American InHouse Design Award

Valencia Town Center

SADI, Award for Renovated or Expanded Enclosed Center

360° Mall

ICSC Middle East & North Africa, Gold Award, Excellence in Design & Development

360° Mall

SADI, Honorable Mention for New Enclosed Center

2010

Bellevue Square

ICSC, Silver Award, Renovation or Expansion of an Existing Project

Blue Cross Blue Shield

USGBC, LEED Silver

Cherry Hill Mall

ICSC, Silver Award, Renovation or Expansion of an Existing Project

Cherry Hill Mall

SADI, Honorable Mention for New Enclosed Center

Ferrari World

Cityscape Abu Dhabi, Best Commercial, Office, Retail Future Development

Fort Worth Museum of Nature & Science

Topping Out, Top 10 Award

Heights at Park Lane

NAHB Pillars of the Industry, Best High-Rise Apartment, Best Mixed-Use Community Multi-Family Community of the Year

Heights at Park Lane

PCBC, Gold Nugget Award of Merit - Best Multi-Family Housing Project

Heights at Park Lane

USGBC, LEED Silver

International Business Park 15

USGBC, LEED Gold

Irving Veterans Memorial Park

Texas ASLA, Award of Excellence, Public Design - Constructed Projects

Kyle Comprehensive Plan

Texas APA, Comprehensive Planning Award

La Maison on Revere

Aurora Awards, Best of State - Texas

La Maison on Revere

Aurora Awards, Landscape Design & Pool Design

The Monarch

Aurora Awards, Mixed Use Land Development for High Rise

RECENT AWARDS

The Monarch

NAHB Finalist, Best High-Rise Apartment, Multifamily Pillars of the Industry Awards

Mosaic at Mueller Apartments

Austin Energy Green Building, Three Star Rating

Muskoseepi Park

Texas ASLA, Honor Award, Planning and Analysis

Muskoseepi Park

Canadian Institute of Planners, Award of Planning Excellence

Silver Bay YMCA of the Adirondacks

Texas ASLA, Award of Excellence, Planning and Analysis

2009

Atlanta Botanical Garden

ULI - Atlanta, Development of Excellence Award

Atlanta Botanical Garden

ULI - Atlanta, Sustainable Development Award

Brownsville Comprehensive Plan

Texas APA, Comprehensive Planning Award

Dallas Habitat for Humanity Book

Graphic Design USA, American InHouse Design Award

Dallas Habitat for Humanity Book

MarCom, Platinum Award

Erwin Park Master Plan

Texas ASLA, Honor Award, Planning and Analysis

International Business Park 15

Topping Out, Top 10 Award

Light Farms

NSMC, Silver Award, Excellence in Sales, Marketing & Community Development

McKinney Town Center Study Initiative

NCTCOG, CLIDE Award, Public Policy and Planning

MESA Holiday Card

Graphic Design USA, American InHouse Design Award

Nakheel Headquarters

Texas ASLA, Merit Award, Design Unrealized Commercial

One Arts Plaza

NCTCOG, CLIDE Award, New Development

Seguin Comprehensive Plan

Texas APA, Comprehensive Planning Award

Shangri La Botanical Gardens

AIA Committee on the Environment, Honor Award, Top Ten Green Projects

Sofitel Resort Hotel

Texas ASLA, Honor Award, Design Unrealized Commercial

St. Mark's School of Texas Centennial Hall

AIA Connecticut, Design Award

Tyler Museum of Art Book

Texas ASLA, Merit Award, Communications

Whispering Pines

Middle East Cityscape, Best Residential Development

For additional awards received prior to 2009, please visit our website at www.mesadesigngroup.com.

MESA has received awards from the following professional societies, industry organizations and publications:

AEGB (Austin Energy Green Building), **AGC** (Associated General Contractors of America) **AIA** (American Institute of Architects), **ALCC** (Associated Landscape Contractors of Colorado), **APA** (American Planning Association), **ASLA** (American Society of Landscape Architects), Aurora Awards, Aquatics International Magazine, **CIP** (Canadian Institute of Planners), Cityscape, **DBA** (Dallas Builders Association), **DBJ** (Dallas Business Journal), Graphic Design USA, **GDPC** (Greater Dallas Planning Council), **ICSC** (International Council of Shopping Centers), Interiorscape, **MarCom** (Marketing Communications), **NAHB** (National Association of Home Builders), **NCTCOG** (North Central Texas Council of Governments), **NTHP** (National Trust for Historic Preservation), **PCBC** (Pacific Coast Builders Conference), Preservation Dallas, Preservation Texas, Recreation Management, Retail Traffic, **SADI** (Superior Achievement in Design & Imaging), Topping Out, **TRAPS** (Texas Recreation and Park Society), **TWC** (The Waterfront Center), **ULI** (Urban Land Institute), **USGBC** (United States Green Building Council)

KEY PERSONNEL RESUMES

2

KEY PERSONNEL RESUMES

Stan R. Cowan, ASLA

Principal in Charge

Mr. Stan Cowan is the managing Principal at MESA and directs the firm's growth in regional and international project design and business development. Stan's design beliefs are deeply rooted in natural systems with respect for environmental and cultural landscapes. With over twenty five years experience as a landscape architect, he understands the value of balancing each project's economic, environmental, and creative manifestations within the client's goals and expectations.

In recent years, Stan has led numerous award-winning projects that reflect his and the firm's belief that the successful design of public and private spaces is best shaped by its connection to the surrounding and regional environment and community. Mr. Cowan's philosophy and leadership provide clients with innovative design methods, a creative use of materials, and follow-through from pre-development to construction.

Professional Experience

MESA, 1987 – present

Relevant Project Experience

Arbor Hills Nature Preserve - Plano, Texas
Meadowmere Park Master Plan - Grapevine, Texas
Oak Point Park and Nature Preserve Master Plan - Plano, Texas
Oak Point Park Festival Venue - Plano, Texas
Collin County Adventure Camp - Westminister, Texas
Allaso Ranch Youth Camp - Wood County, Texas
Trails Master Plan - Allen, Texas
Central Park - Grand Prairie, Texas
Tom Muehlenbeck Center - Plano, Texas
McKinney Aquatics and Fitness Center - McKinney, Texas
NRH2O Long Range Development Plan - North Richland Hills, Texas
North Richland Hills New Municipal Complex - North Richland Hills, Texas
Valley View Municipal Complex - Irving, Texas
U.S. 75 and DART Corridor - Richardson, Texas

Relevant Awards

2014 Merit Award, Texas ASLA, Mill City Area Report for Dallas Area Habitat for Humanity
2013 Committee's Choice Award, TRAPS North Region, Central Park
2013 Merit Award, Texas ASLA, Dogwood Canyon Audubon Center
2012 LEED Platinum, Prairie Creek Library
2012 LEED Gold, Dogwood Canyon Audubon Center
2012 LEED Gold, The Summit at Central Park
2012 LEED Silver, Central Park Public Safety Building
2011 Planning Excellence Award, Texas Recreation & Park Society, Central Park
2011 Topping Out Award, Grand Prairie Public Safety Building & The Summit
2009 Public Policy and Planning Award, CLIDE, McKinney Town Center Study Initiative
1998 Honor Award, Texas ASLA, Arbor Hills Nature Preserve



Education

Bachelor of Landscape Architecture, Kansas State University, 1987

Sigma Lambda Alpha and Tau Sigma Delta Honor Societies

Honor for Excellence in Landscape Architecture, 1986 – 1987

Professional Registrations

Licensed Landscape Architect in the following states:
Alabama No. 545
Arkansas No. 5073
Colorado No. 1022
Illinois No. 157.00142
Kansas No. 674
Minnesota No. 43253
Mississippi No. 426
Nebraska No. LA306
New Jersey No. 21AS00111700
New Mexico No. 334
New York No. 002292-1
Oregon No. 522
Texas No. 2118

KEY PERSONNEL RESUMES

Fred Walters, ASLA

Design Principal

Mr. Walters has played an influential role in MESA's park, open space and environmental design since he began with the firm in 1993. He studies each project as it pertains to its geographical, ecological, and cultural region and integrates these endemic qualities into the civic identity of each site. Fred is attentive to detail not only through construction practices, but also through his involvement with municipal policies and processes, developing agency consensus internally and with the public through all stages. He applies his skill to create cost sensitive solutions and encourage preservation with a goal to educate on more sustainable practices.

With extensive project experience in neighborhood community services and their ancillary amenities, Fred has facilitated design teams on numerous public parks, open space master plans, and environmental camps. The success of these projects display his adept ability to transform complex sites and development programs into functional environments through careful design consideration.

Professional Experience

MESA 1993 - Present

Relevant Project Experience

*Holland Lake Park - Weatherford, Texas
Windhaven Meadows Park - Plano, Texas
Reverchon Park - Dallas, Texas
Central Park - Grand Prairie, Texas
Oak Point Park and Nature Preserve Master Plan - Plano, Texas
Oak Point Park Festival Venue - Plano, Texas
Dogwood Canyon Audubon Center - Cedar Hill, Texas
Meadowmere Park Master Plan - Grapevine, Texas
The Keller Pointe - Keller, Texas
Churchill Recreation Center - Dallas, Texas
North Richland Hills New Municipal Complex - North Richland Hills, Texas
Addison Pedestrian Connection - Addison, Texas*

Relevant Awards

*2014 Honor Award, Historic Restoration, Preservation Texas, Reverchon Park
2014 Preservation Achievement Award, Preservation Dallas, Reverchon Park
2014 Merit Award, Texas ASLA, Reverchon Park
2013 Committee's Choice Award, TRAPS North Region, Central Park
2013 Merit Award, Texas ASLA, Dogwood Canyon Audubon Center
2012 LEED Gold, Dogwood Canyon Audubon Center
2012 LEED Gold, The Summit at Central Park
2012 LEED Silver, Central Park Public Safety Building
2012 LEED Silver, Quinta Mazatlan
2011 Planning Excellence Award, Texas Recreation & Park Society, Central Park
2003 Honor Award, Texas ASLA, DART/ Richardson Corridor Study
1998 Honor Award, Texas ASLA, Arbor Hills Nature Preserve*



Education

*Master of Landscape
Architecture, University of
Texas at Arlington, 1996*

*Bachelor of Fine Arts,
Kansas State University,
1989*

Professional Registrations

*Licensed Landscape
Architect in the following
states:
Louisiana No. W260
Oklahoma No. LA0384
Pennsylvania No.
LA003012
Texas No. 2137
Virginia No. 0406001733*

KEY PERSONNEL RESUMES

Joe Steffes, ASLA, LEED AP

Senior Project Manager

Mr. Steffes is a Senior Project Manager at MESA with twelve years of experience in both private and public sector development projects. His portfolio exhibits a full range of landscape architecture and site planning expertise—concept through construction—and knowledge in specialty areas including parks and recreation, education, corporate, government, and healthcare projects. Major projects include the Aquatic and Fitness Center at Gabe Nesbitt Park in McKinney, Texas, Meadowmere Park in Grapevine, Texas and Oak Point Park and Nature Preserve in Plano, Texas.

Mr. Steffes is an active member of the American Society of Landscape Architects (ASLA), U.S. Green Building Council (USGBC), and is a committee member for Certification with the Council of Landscape Architectural Registration Boards (CLARB).

Professional Experience

MESA, 2013 - present

GLMV Architecture, Inc., 2010 - 2013

McCluggage Van Sickel & Perry, 2005 - 2010

Relevant Project Experience

Meadowmere Park - Grapevine, Texas

Oak Point Park and Nature Preserve Master Plan - Plano, Texas

Oak Point Park Festival Venue - Plano, Texas

McKinney Aquatic Center at Gabe Nesbitt Park - McKinney, Texas

Windhaven Meadows Park - Plano, Texas

City of Wichita Garvey Park - Wichita, Kansas*

Colwich Park Master Plan - Colwich, Kansas*

Northeast Baseball Complex - Wichita, Kansas*

Sunrise Rotary Boundless Playground - Wichita, Kansas*

Ralph Wulz Riverside Tennis Center Remodel - Wichita, Kansas*

Delano Streetscape Project - Wichita, Kansas*

*Experience while employed at a previous firm

Relevant Awards

2014 LEED Silver, GLMV Office Renovation*

2012 Chapter Service Award, American Society of Landscape Architects

2011 LEED Gold, City of Greensburg Public Works Facility*

2011 LEED Gold, Kiowa County Jail, Greensburg*

2011 LEED Gold, Smoky Hill Range Support Facility Complex*

2011 LEED Silver, Wichita Transit Van Maintenance Facility*

2010 LEED Silver, Kiowa County Maintenance Facility*

2009 LEED Platinum, Greensburg Incubator*

*Experience while employed at a previous firm

Publications

"Sunrise Boundless Playscape," *Landscape Architect and Specifier News*, September 2011



Education

Graduate Certificate of Business Administration, Kansas State University, 2011

Bachelor of Landscape Architecture, Kansas State University, 2001

Natural Resources and Environmental Sciences (NRES), Secondary Major, Kansas State University, 2001

Professional Registrations

Licensed Landscape Architect, Kansas No. 704

Licensed Landscape Architect, Texas, No. 2941

Green Building Initiative, Green Globes Professional (GGP) Certification

U.S. Green Building Council, LEED AP, 2006

U.S. Green Building Council, LEED AP BD+C, 2009

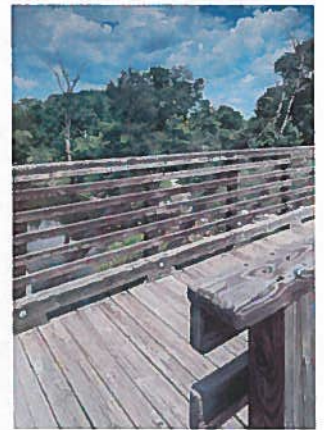
PROJECT EXPERIENCE

3

PROJECT EXPERIENCE

Holland Lake Park

Weatherford, Texas



This 47-acre park is situated on a historic pecan orchard with gently sloping topography leading down to an old spring-fed swimming hole. Tucked within the trees are three adult competition-level softball fields - the first for the City, a concession building, meandering trails, and a playground. The plan preserves a portion of the site for a future aquatics facility, capitalizing upon the historic community memories of the park. Lake access was a challenge, but the trails balance accessible slopes with tree preservation. Holland Lake will serve as a county trailhead, guiding visitors to historic cabins and all park amenities.

PROJECT EXPERIENCE

Holland Lake Park

Weatherford, Texas

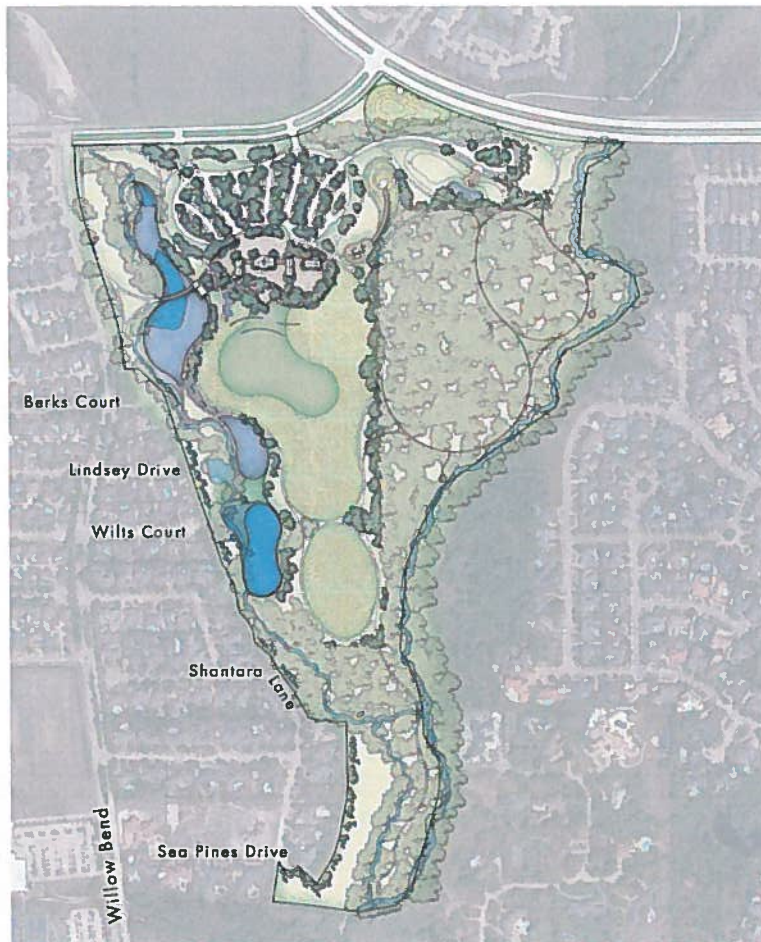


MESA

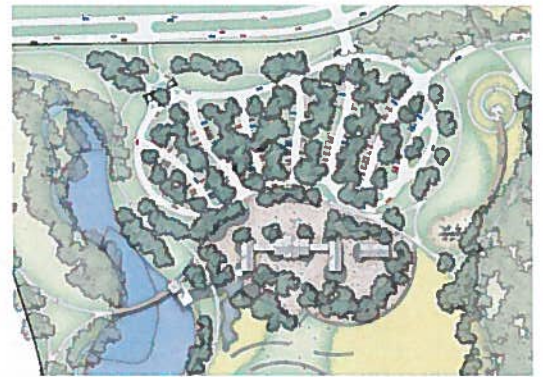
PROJECT EXPERIENCE

Windhaven Meadows Park Master Plan

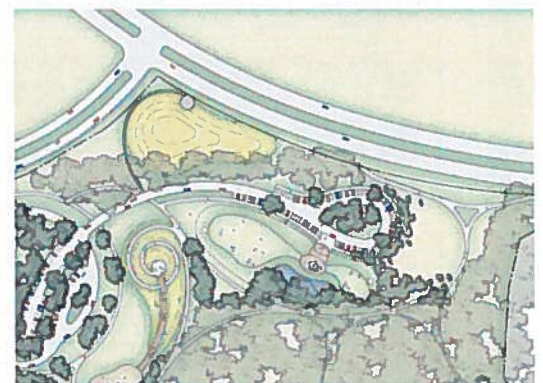
Plano, Texas



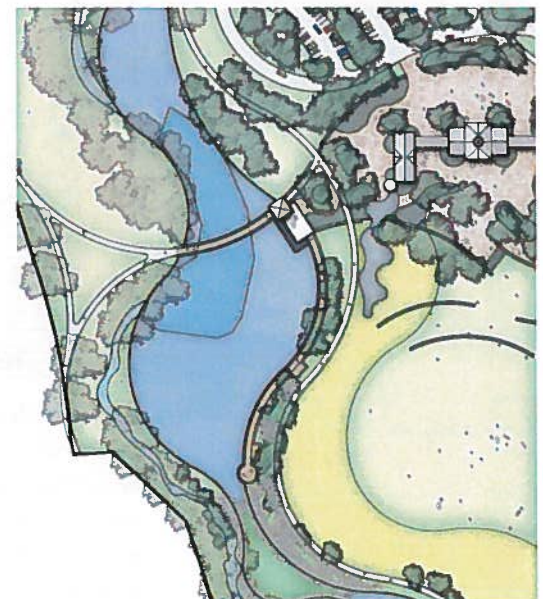
The site for Windhaven Meadows Park (formerly White Rock Creek Community Park) is one of the few remaining parcels within the City of Plano boundaries to remain partially undeveloped. MESA conducted an inventory and analysis of the 124-acre site and its regional influences. An inventory of park program offerings in neighboring cities, as well as input from the City of Plano Parks Department and local stakeholders helped guide the development of the park program, activities and site features. The final master plan addresses visitor experiences, maintenance of the various site features and ecosystems, and conceptual visual character of the improvements.



Prairie Pavilion



Dog Park



Boardwalk

Plano, Texas

MESA

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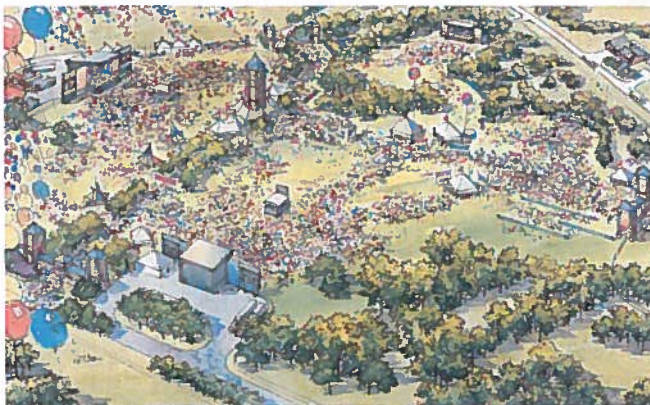
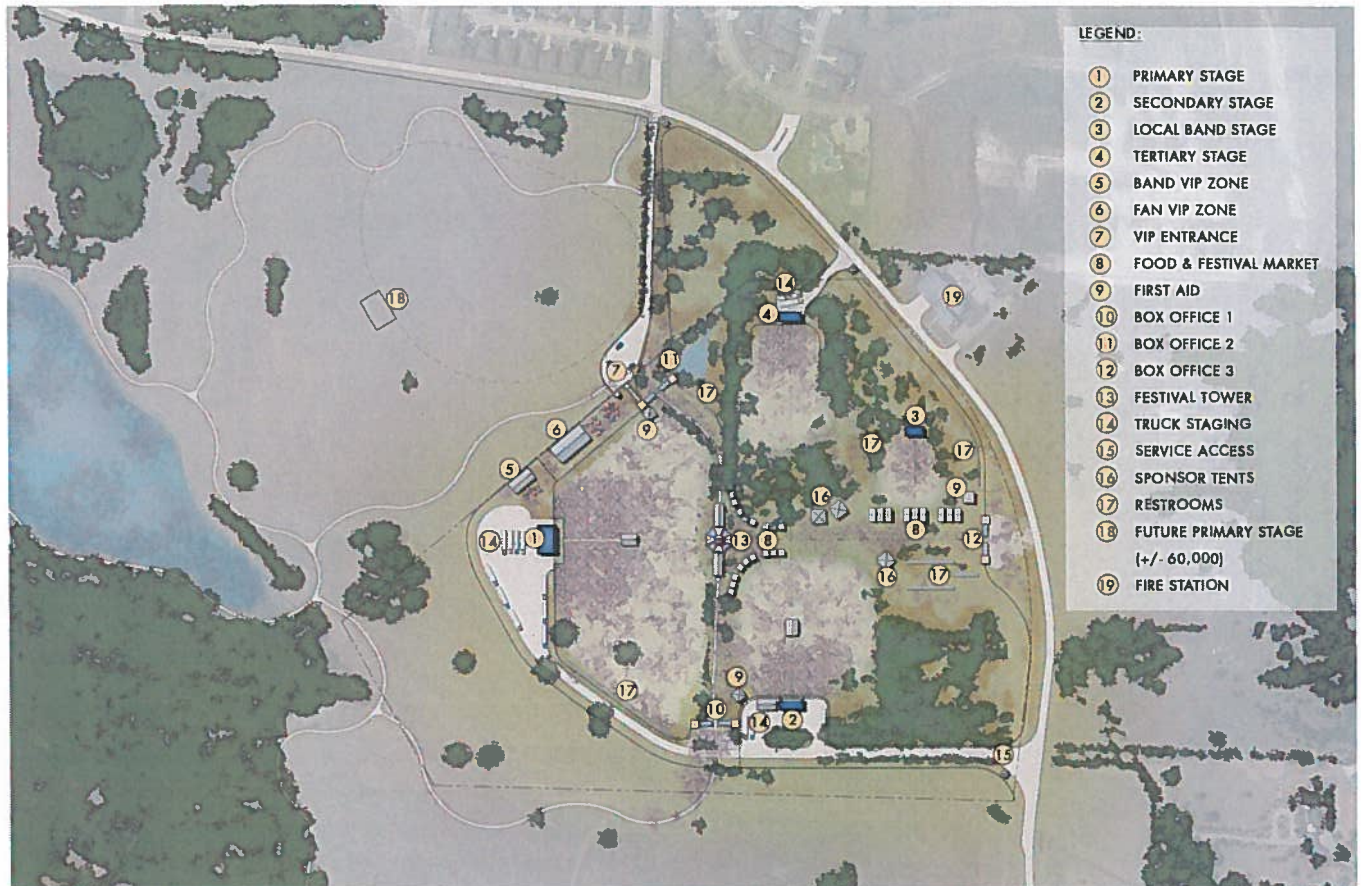
															General			
Facility Name	Size (Ac.)	Trail Loop (Mi.)	Parking	Nature/Hiking Trails	Picnic Grounds	Group Shelters	Benches	Handicapped Accessibility	Drinking Fountains	Restrooms	Grills	Picnic Tables	Kitchen	Amphitheater	Pond/Creek	Canoe/Kayak Launch	Boat Ramp	Camp
Arbor Hills Nature Preserve	201		X	X	X	X	X	X	X	X	X			X				
Archgate Park	56		X	X	X	X	X	X	X	X					X			
Arrowhead Park	7	0.35*		X	X		X	X		X	X							
Big Lake Park	13			X	X		X	X		X	X			X				
Blue Ridge Park	5			X	X	X	X	X		X	X							
Bluebonnet Trail	99	5.37*		X			X			X	X							
Bob Woodruff Park	319		X	X	X	X	X	X	X	X	X			X				
Buckhorn Park	8		X	X	X	X	X	X		X	X							
Caddo Park	8			X	X	X	X	X		X	X							
Capstone Park	9			X	X	X	X	X		X	X			X				
Carpenter Park	107		X	X	X	X	X	X	X	X	X							
Cheyenne Park	25			X	X	X	X	X		X	X							
Chisholm Park	84	5.44*		X	X	X	X	X		X	X			X				
Clearview Park	8			X	X		X	X		X	X							
Cooper Creek Park	4			X	X	X	X	X		X	X			X				
Cottonwood Creek Greenbelt	107	1.5	X	X			X	X		X	X			X				

MESA

PROJECT EXPERIENCE

Oak Point Park Special Events Venue

Plano, Texas

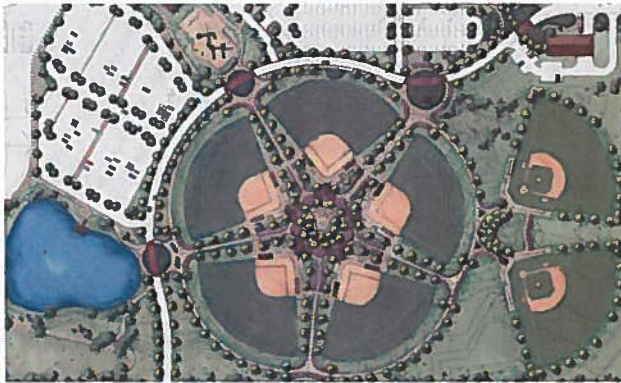
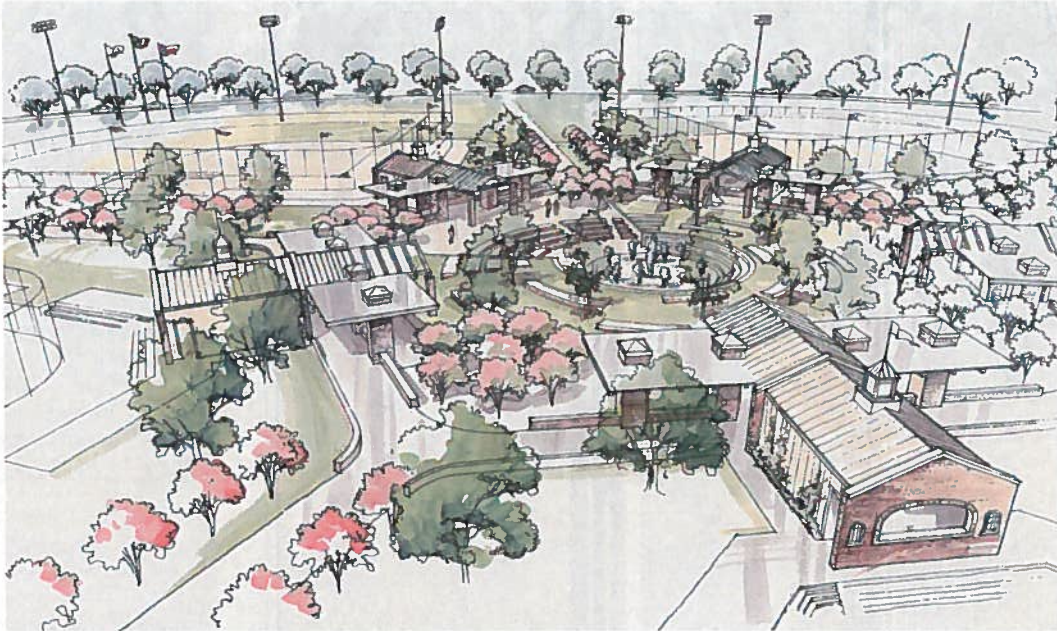


The City of Plano was contacted by an international concert promoter about the possibility of hosting a large outdoor music festival at Oak Point Park and Nature Preserve. MESA collaborated with the City of Plano and the concert promoter to generate a site layout that would showcase the natural features and unique possibilities of the outdoor venue. The concept layout incorporates the festival attractions requested by the concert promoter, while incorporating unique landscape views and protection of the park's natural features.

PROJECT EXPERIENCE

Greenville Sports Complex

Greenville, Texas

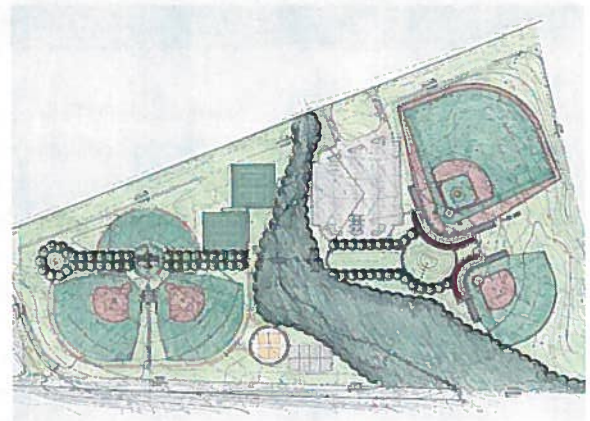


This Master Plan outlines a player and fan friendly vision for a new athletic complex in Greenville. Fields and circulation are oriented to convey a competitive atmosphere that is also a civic landmark in the community. Important to the design concept were arrival courts that welcome visitors and provide safe pedestrian crossings. A number of supporting elements also include maintenance, stormwater detention, and playground elements.

PROJECT EXPERIENCE

Forrest Moore Park

Van Alstyne, Texas



Forrest Moore Park serves dual uses as a public park and as the High School athletic baseball fields. This park was funded almost fully through private donations and grant money. The bleachers and concession building were made using local stone. A restored turn of the century truss railroad bridge was used as a pedestrian trailway. The pedestrian trailway connects the park to the surrounding community.



PROJECT EXPERIENCE

Walker's Creek Park

North Richland Hills, Texas

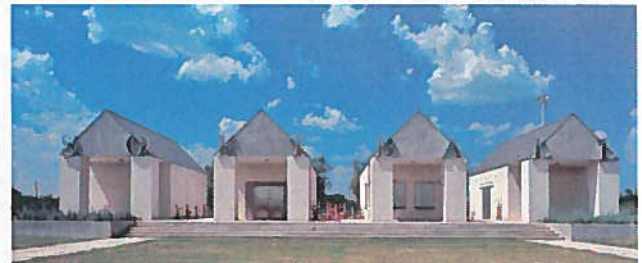


Award

1999 Merit Award
Texas Chapter ASLA
Design - Constructed
Projects - Public



This tournament level facility in North Richland Hills provides a unique setting for teams and fans alike. The centrally located grouping of concession, meeting, utility, and restroom facilities sets the tone for this single-use facility by spelling out the word "SOFTBALL" across the front of the buildings. The spirit of the park is exactly that. The bleachers are carefully planned for the comfort of fans and field visibility. A pavilion sits at the center of the fourplex and serves as a landmark gathering space between games. The park also provides connection to the regional trail system. A future phase of the park will double the number of playing fields and complete this regional sports destination.



MESA

PROJECT EXPERIENCE

Bicentennial Park Tennis Complex

Southlake, Texas

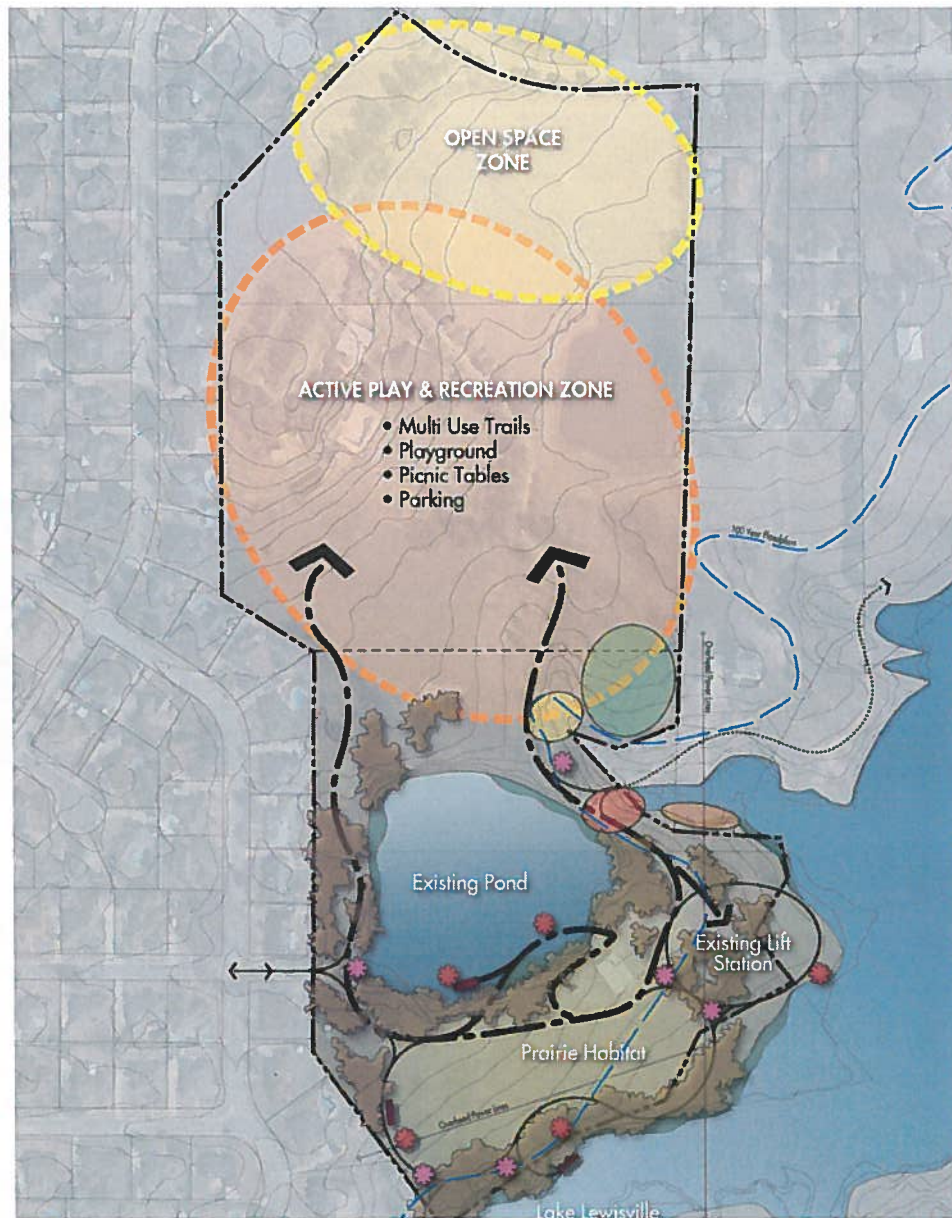


Bicentennial Park is the premier recreational sport facilities in the City of Southlake. MESA prepared site design and construction drawings for the tennis complex which was one of the first master plan elements to be implemented. Practice and training courts surround the ceremonial "Center Court" which is flanked by amphitheater style seating for spectators enjoying tournament play. A pro-shop and in-line hockey rink were also constructed.

PROJECT EXPERIENCE

DoubleTree Ranch Park Master Plan

Highland Village, Texas

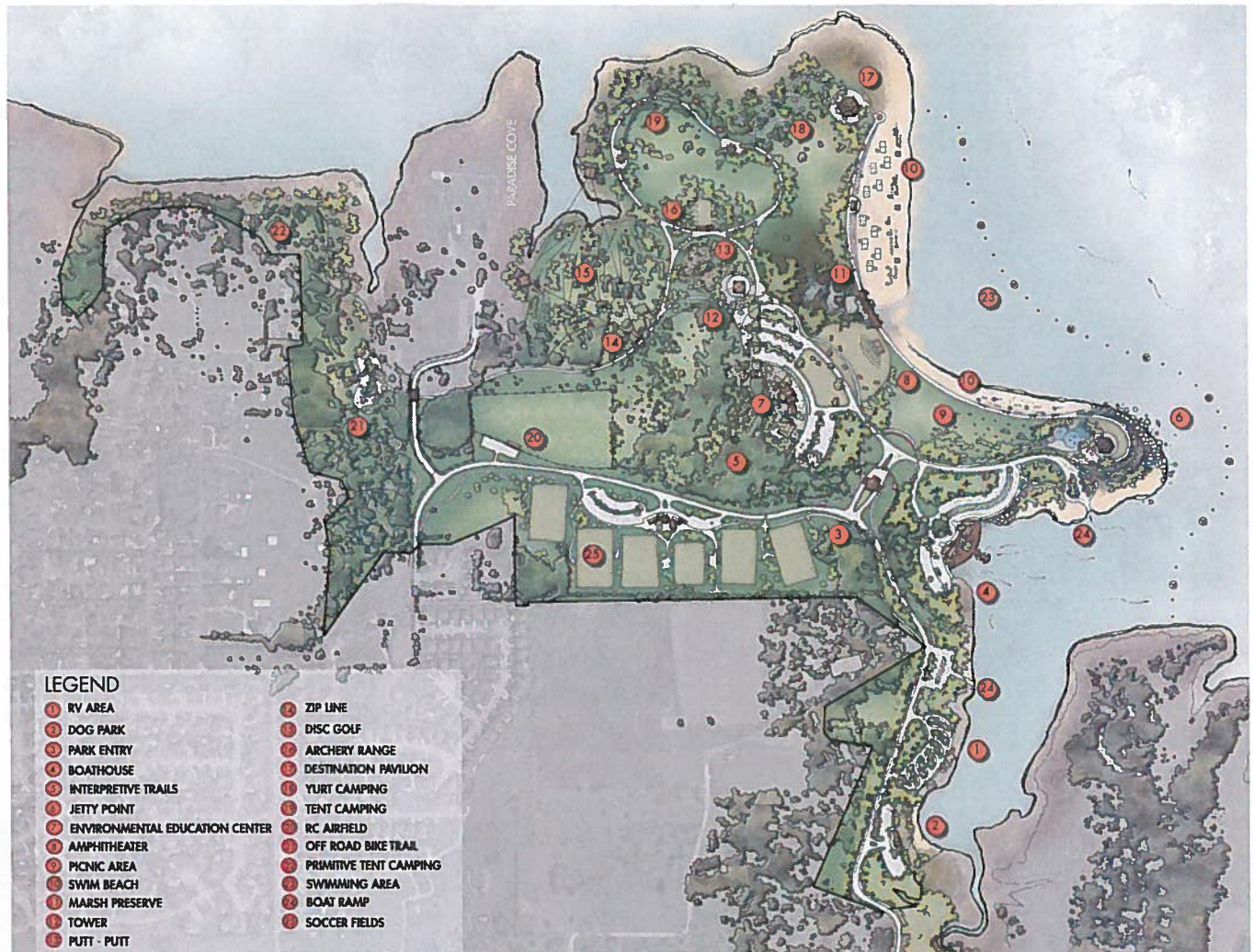


The Doubletree property is a classic example of the hybrid park concept. This 40 acre site is home to ponds, wetlands, and rolling prairie. The park also claims shoreline on an inlet of Lake Lewisville. MESA's sensitivity assessment identified the southern most area of the park as the most delicate habitat and the master plan builds upon that realization in the form of environmental education trails, classroom shelters, and habitat restoration. Future phases of park development may consider more active recreational facilities in the northern zones. MESA is currently working on the master plan and prepared a Texas Parks and Wildlife Grant application on behalf of the city for the Phase I conservation area.

PROJECT EXPERIENCE

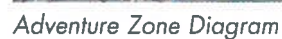
Meadowmere Park Master Plan

Grapevine, Texas



In order to facilitate park phasing and future construction, a long term vision is necessary to coordinate land use and activities. This two hundred fifty acre park utilizes a strong sense of arrival and circulation to organize a variety of active and passive recreation opportunities on the shores of Lake Grapevine. Recreation amenities will range from a swimming beach to natural interpretive trails. Potential elements of the program include additional RV and camping areas, waterfront stage and amphitheater, environmental education center, archery range, disc golf, and a jetty system with boardwalks and a lake overlook.

MESA and the Architect are collaborating with the City of North Richland Hills to develop a Long Term Development Plan for the NRH2O Family Water Park. The plan will guide the development of the remaining expansion area and ultimately build out the water park. The plan will not only address the potential for the park's future expansion and development, but also take a comprehensive assessment of the existing attractions, themes, signage, parking and parking lot circulation. The recommendations from the plan will also include the park's ability to respond to the recreational and economical needs of the service area and its guests and to the increasingly competitive water park industry.



PROJECT EXPERIENCE

McKinney Aquatic Center at Gabe Nesbitt Park

McKinney, Texas



PROJECT EXPERIENCE

Tom Muehlenbeck Center

Plano, Texas



Awards

2007 Dream Designs Award
Aquatics International
Magazine

2008 Dream Designs Award
Aquatics International
Magazine

2008 Innovative Architecture
and Design Award
Recreation Management
Magazine



This new recreation landmark in Plano capitalizes upon the endemic site conditions to set the tone for site design and materials selections. Preserving the natural creek that bisects the property yielded a strong design determinant and thematic element, welcoming visitors across three bridges from the parking area. The design team worked to integrate this new facility into an existing park and ensure trail connections for all existing park programs with the community. Finishes and materials at the pool area recall this stony creek and plant materials.

PROJECT EXPERIENCE

Tom Muehlenbeck Center

Plano, Texas



PROJECT EXPERIENCE

Central Park

Grand Prairie, Texas



Awards

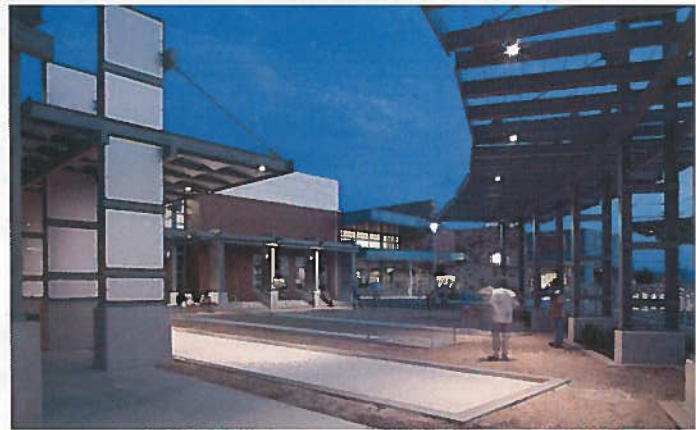
2013 Committee's Choice Award
Texas Recreation and Park Society North Region

2012 LEED Gold Certification - The Summit
U.S. Green Building Council

2012 LEED Silver Certification - Public Safety Building
U.S. Green Building Council

2011 Planning Excellence
Texas Recreation and Park Society

2011 Top 10 Award
Topping Out



Central Park in Grand Prairie is destined to become a new landmark destination in the community. This 180-acre site features a 36-acre lake system that serves to solve severe flooding problems while also cleaning the stormwater runoff from surrounding neighborhoods. A new Public Safety Facility and Adult Activity Center anchor the park as a part of daily life for city residents. Restored prairie and wetlands offer numerous educational opportunities. A restaurant and other visitor amenities further create an engaging atmosphere.

PROJECT EXPERIENCE

Central Park

Grand Prairie, Texas



PROJECT EXPERIENCE

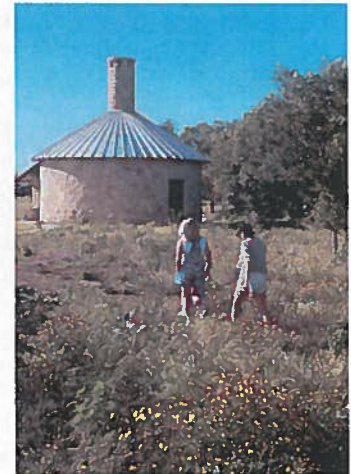
Arbor Hills Nature Preserve

Plano, Texas



Award

1998 Honor Award
Texas Chapter ASLA
Design - Unrealized Projects



The City of Plano spared 200 acres of pristine rolling land from development and presented a hands-on environmental education and discovery park to its citizens and those in the surrounding region. Arbor Hills is a living example of what was once native to Plano: blackland prairie, upland forest, wetlands, and a riparian corridor.



PROJECT EXPERIENCE

Arbor Hills Nature Preserve

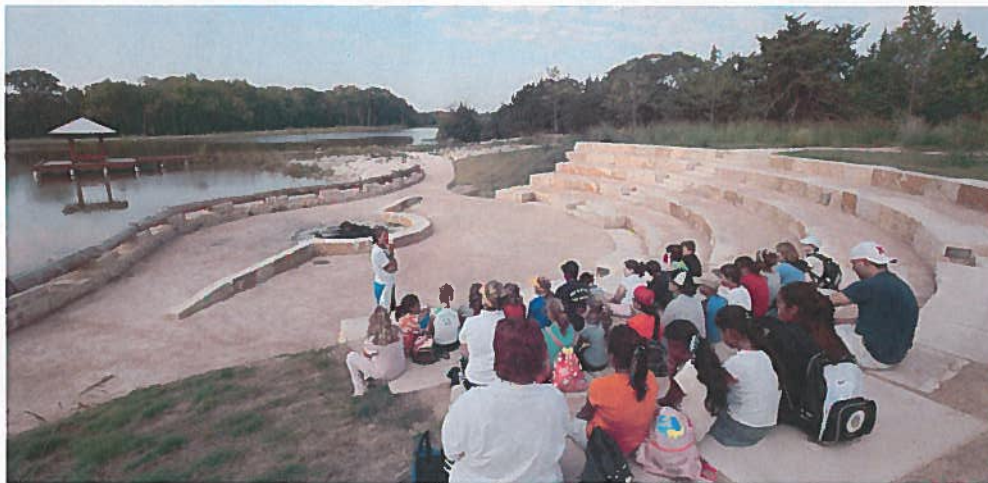
Plano, Texas



PROJECT EXPERIENCE

Collin County Adventure Camp

Westminster, Texas



Award
2004 Award of Excellence
Texas Chapter ASLA
Planning and Analysis

The YMCA Collin County Adventure Camp is forty-five miles northeast of Dallas on over 400 acres of rolling prairie and forest. MESA's master plan includes over six miles of trails, sports fields, a new lake, swim center, prairie restoration, and wildlife interpretive destinations. A document of soils, hydrology, vegetation, wildlife habitat, and topography revealed development sensitivity zones on the property and guided the project's spatial arrangement.

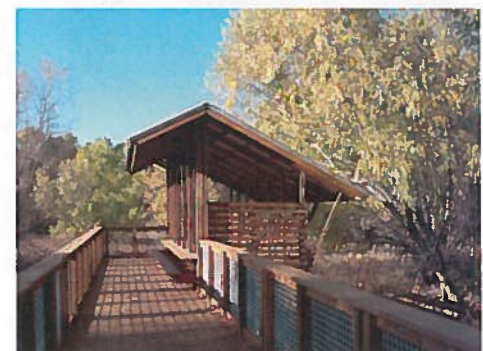


MESA

PROJECT EXPERIENCE

Collin County Adventure Camp

Westminster, Texas



PROJECT EXPERIENCE

Allaso Ranch

Wood County, Texas



Opened in summer 2008, Allaso Ranch youth camp and retreat is located in the East Texas Piney Woods and owned and operated by Fellowship Church. Integrating non-secular teachings with environmental awareness, the camp supports three hundred fifty overnight visitors and offers week long summer youth camps for children age eight to eighteen and fall retreats for all ages. MESA's master plan and first phase development include a man made lake, sports facilities, cabins, dining hall, health center, and arts and crafts buildings.

PROJECT EXPERIENCE

Allaso Ranch - Sports

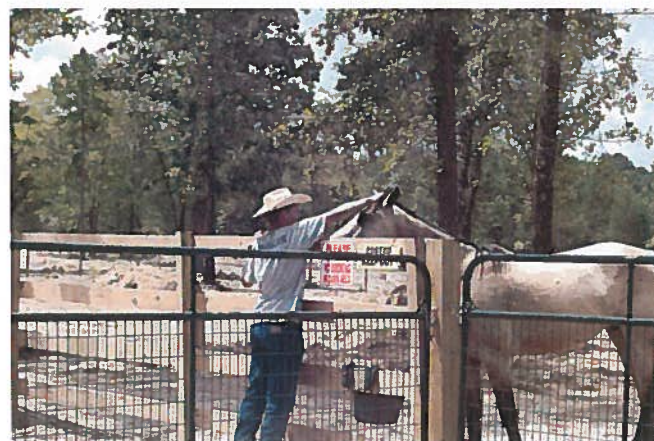
Wood County, Texas



Soccer Field



Basketball Court



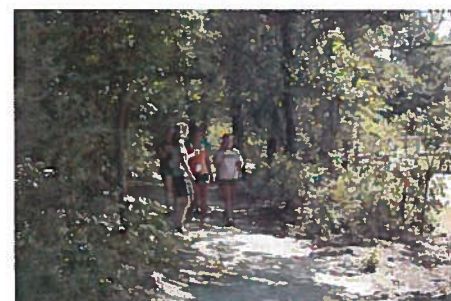
Horseback Riding



Ropes Course/Zip Lines



Biking



Trails

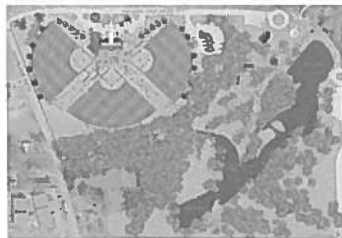
REFERENCES

4

REFERENCES



Arbor Hills Nature Preserve



Holland Lake Park



Central Park



Meadowmere Park

City of Plano

Windhaven Meadows Park
Oak Point Park and Nature Preserve
Arbor Hills Nature Preserve
Tom Muehlenbeck Center
Amy Fortenberry, Director
Parks and Recreation Department
(972) 941.7250
amyf@plano.gov

City of Weatherford

Holland Lake Park
Shannon Goodman, Director
Parks and Recreation Department
(817) 598-4248
sgoodman@weatherfordtx.gov

City of Grand Prairie

Central Park
Rick Herold, Director
Parks and Recreation Department
(972) 237.8375
rherold@gptx.org

City of Grapevine

Meadowmere Park
Kevin Mitchell, Director
Parks and Recreation Department
(817) 410.3347
kmitchell@grapevinetexas.gov

PROJECT APPROACH

5

PROJECT APPROACH

PROJECT APPROACH

We understand the scope of this project is to include preliminary schematic design and preparation of a strategic phased design development recommendation for future design development services and project bidding. The below scope of services is geared to address those tasks while adding features formulated to incorporate sustainability, pre and post development budget reviews, and citizen involvement in an efficient model to create an economic product. We see this as a flexible agenda that can be modified to respond to the City's priorities.

PHASE 1: SITE ASSESSMENTS, INVENTORY & ANALYSIS

Task 1.1: Kick Off, Data Confirmation, & Assessments

MESA will meet with City staff to review all existing base data, goals previously developed and new initiatives identified by the City for the project. A key component of this meeting will be the confirmation of schedules and deliverables. We will also confirm the core client team, primary points of contact, stakeholder groups, and their roles within the park planning and design process. Dates and formats for public workshops will be discussed. The Kick-Off Meeting will be combined with the initial site visit associated with the assessments listed below.

These activities are intended to provide a basis of policy, physical, natural, historical, and cultural information about the sites as a foundation of the park planning and design process and include the following:

- Base Maps, Code Review, and Previous Research
- Site Assessments - Habitat & Systems
- Use Assessments - Program Patterns & Activities
- Built Fabric Assessments - Existing Facilities and Infrastructure
- Sensitivity Composite Assessment
- Experiential Assessments - Patterns, Forms, & Features



Product: MESA will meet with City staff, visit the site, collect and synthesize base data into a composite existing conditions assessment plan. MESA will provide the city with one (1) hard copy of each map as well as digital files.

Task. 1.2: Programming Workshop

MESA will host a "visioning" workshop with City staff and City Council to review the assessments, stakeholder input, and discuss potential park programming. After this meeting, MESA will consolidate the thoughts into a diagrammatic plan to be shared with the public in the following Task.

Product: MESA will host a programming workshop/presentation for City Council.

Task 1.3: Public Workshop - Assessments and Programming Input

MESA will conduct a workshop session with the community. The workshop will begin with a presentation of the findings and assessments associated with the park, adjusted per the input received from the City. MESA will facilitate a discussion, encouraging participants to provide additional commentary on the park's program. The goal of these discussions will be the generator of a list of program and facility goals, objectives, and initiatives for the park.

Product: MESA will facilitate a public workshop and create a combined summary document of all public and City staff comments/goals to be referenced in future park planning tasks. MESA will meet with the City to prioritize all input received prior to moving forward with the following tasks.

PROJECT APPROACH

PHASE 2: MASTER PLAN

Task 2.1: Concept Master Plan

MESA will develop a descriptive level vision for the park that is directly derived from the goals identified in the City staff visioning and public workshops. This graphic is a preliminary concept that depicts the program for the park and comprises a checklist of effects that the master plan must accomplish. It is the “structure” that the plan will be built around and serves as an opportunity for confirmation before development of the final vision. MESA and the design team will host a presentation to City staff and share the following aspects of the concept:

- A. **Programs** will graphically depict zones for each activity on site and serve to describe the relationships between each.
- B. **Connectivity** identifies the external and internal linkages and circulation throughout the park and connections the surrounding community.
- C. **Facilities & Amenities** will describe the list of structures and infrastructure that are necessary to provide and support the programs framework, also denoting circulation patterns, arrival sequences, and other patterns.
- D. **The Natural Systems Framework** will identify an approach to habitat restoration, ecological strategies, and other management agenda to increase the quality and vitality of the park’s natural systems, directly addressing issues identified in the assessments.



A preliminary cost projection will be prepared for consideration. MESA will meet with the City to share the concept master plan, and adjustments will be made prior to the public presentation to be conducted in Task 2.2.

Product: MESA will prepare the concept master plan and supporting documents for internal City presentation and public workshop.

Task 2.2: Public Workshop - Master Plan Confirmation

MESA will present the Concept Plan to the public to solicit commentary and approval of the structural vision for the park. The community will see their goals (from Workshop #1) identified on the diagrammatic plan. Following the public meeting, the design team will meet with the City in order to refine priorities, if necessary, based on public input.

Product: MESA will facilitate a public meeting and create a summary document of all public comments to be incorporated into the schematic design.

Task 2.3: Final Master Plan and Recommendations for Future Phased Development

MESA will refine the Concept Master Plan into a vision for future park development. This will be a descriptive level graphic plan, including sections and perspectives necessary to convey the design, which will graphically depict all park amenities at a real scale – depicting forms, material concepts, habitat enhancements, and detailed connections. The plans will illustrate all programs and areas of park development comprised within one graphic:

PROJECT APPROACH

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MESA will prepare a refined cost projection and break out the holistic vision into a series of attainable and fundable phases for execution. The end result of this subtask will be the definition of a Phase I scope and construction budget to further refine and bring forth to implementation.

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MESA

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TO: Mayor and Councilmembers
FROM: Ben White, City Manager
DATE: May 12, 2015
SUBJECT: Update on Collin County dispatch/communication services

- Police Chief Mike Sullivan will discuss this item

ACTION: Receive information.



TO: Mayor and Councilmembers

FROM: Ben White, City Manager

DATE: May 12, 2015

SUBJECT: Receive, discuss and act upon information regarding platting, permitting and application of the International Codes in the City's extraterritorial jurisdiction, and the "City-County Plat Approval Agreement (Exclusive City Control)" ("1445 Agreement") prepared by Collin County and entered into by and between Collin County and the City

- City Attorney Alan Lathrom will discuss this item.

ACTION: Council to act as deemed necessary.



TO: Mayor and Councilmembers
FROM: Ben White, City Manager
DATE: May 12, 2015
SUBJECT: Update regarding pipe replacement program through Atmos Energy

- An informational letter is attached for review.

ACTION: Council to act as deemed necessary.



Ben White, City Manager
City of Farmersville
205 S Main Street
Farmersville, TX 75442

Dear Mr. White:

As a follow up to our communications in April 2013, Atmos Energy wants to offer you additional information on our ongoing pipe replacement programs in Texas, specifically the status of the cast iron pipe replacement activity.

As we mentioned earlier, Atmos Energy has a robust comprehensive pipe replacement program that prioritizes segments based on various factors, not just pipe material. This program is based on the company's Distribution Integrity Management plan developed in compliance with state and federal regulatory entities. This replacement activity includes all pipe types including steel, plastic, and cast iron on both mains and service lines.

By partnering with our state regulatory agencies and local governments, we have been able to make significant improvements in recent years to our infrastructure. Atmos Energy has invested over one billion dollars in our Mid-Tex system over the last five years. About 70% of that investment has been dedicated to increasing safety and reliability.

In April, we reported that your city had less than ½ mile of cast iron pipe remaining. Atmos Energy has completed the replacement of this pipe. Per our records, the City of Farmersville has no cast iron pipe remaining.

Atmos Energy continues to monitor and survey its operating system to meet or exceed federal and state requirements, and address any needed repairs. Trained technicians are available 24/7, 365 days a year to quickly solve any problems.

These programs are another step in our ongoing mission to operate the safest and most reliable natural gas delivery systems in the nation. Atmos Energy enjoys our relationship with your city and wants to continue our partnership by working with you to determine future bond programs and street infrastructure renewals. This will result in proactive utility relocations to maximize our resources and minimize the disturbances for your residents.

Thank you for your continued support of our efforts.

Sincerely,

A handwritten signature in black ink, appearing to read "Jeffery S. Knights".

Jeffery S. Knights
Vice President Technical Services