

AGENDA

HALTOM CITY COUNCIL MEETING

February 22, 2016

CITY HALL - 5024 BROADWAY AVENUE

Council Chambers – Work Session/Regular Session

WORK SESSION 6:00 P.M. - REGULAR SESSION 7:00 P.M.

WORK SESSION 6:00 P.M.

CALL TO ORDER (General Comments)

- Discuss update on City Hall improvements.
- Review and discuss items on the regular agenda of February 22, 2016.

EXECUTIVE SESSION

Section 551.071

As authorized by Chapter 551 of the Texas Government Code, the City Council reserves the right to adjourn into Executive Session at any time during the course of this meeting to seek legal advice from the City Attorney about any matters listed on the agenda, in addition to the following matters:

Consultation with the City Attorney pertaining to any matter in which the duty of the City Attorney under the Texas Disciplinary Rules of Professional Conduct which may conflict with the Open Meetings Act; including discussion of any item posted on the Agenda; to seek legal advice on: open meetings, open records, litigation, and settlement offers and/or claims for the following cases:

- Donald Anthony Hains v. City of Haltom City
- Flynn v. Haltom City EDC
- Progressive County Mutual Ins. Co. v. City of Haltom City
- James H. Watson v. City of Haltom City
- Louis Engler v. City of Haltom City, et al
- EEOC Charge No. 450-2015-01583
- City of San Antonio, Texas, on behalf of itself and all other similarly situated Texas cities v. Hotels.com, L.P., et al., Civil No. SA-06-CA-381-OG, a Class Action

Section 551.072 – Deliberations about Real Property

Deliberation regarding the purchase, exchange, lease or value of real property owned or leased by the City.

Section 551.074 - Personnel

Deliberation regarding the appointment, employment, evaluation, reassignment, or duties of the Municipal Court Judge and City Manager.

REGULAR SESSION 7:00 P.M.

CALL TO ORDER

INVOCATION/PLEDGE OF ALLEGIANCE – Council Member Stephanie Davenport

ANNOUNCEMENTS/EVENTS – Council Member Stephanie Davenport

PROCLAMATION – Certificate of Recognition - “Applebee’s Grill and Bar”

PRESENTATION – City Employee Longtime Service Award

REPORTS

1. **Monthly Financial Report for January 2016** – Consideration and/or action regarding approval of the preliminary monthly Financial Report for the month ending January 31, 2016.

CONSENT AGENDA

2. **Minutes** – Consideration and/or action regarding approval of the Minutes of the meeting of February 8, 2016 and February 16, 2016.
3. **Ordinance No. O-2016-003-03 – Municipal Sales Use Tax Special Election** – Consideration and/or action approving Ordinance No. O-2016-003-01 – Special Election regarding Municipal Sales and Use Tax – **2nd reading.**

REGULAR AGENDA

4. **Final Plat (P-008-15)** – Conduct a public hearing and consider action on the application of Manuel Salas for approval of a final plat creating Lot 1, Block 1 of the El Cala Addition from Tracts 53A and 53A2A of the Lewis G. Tinsley Survey, A-1523, located in the “M-2” Heavy Industrial District, containing approximately 0.86 acres, and locally known as 5002 Parrish Road.
5. **Veterans Memorial Committee** – Consideration and/or action regarding the approval of Resolution No. R-2016-009-01 establishing a Veterans Memorial Committee.
6. **Voting, Projection, and Rushworks Integration** – Consideration and/or action regarding the approval of the Lantek Audio, Video, and Communications proposal for the Council Chambers.
7. **Environmental Safety Services, Inc. Drainage Change Order** – Consideration and/or action to approve a Change Order to the Drainage Improvements for Northern Cross Boulevard Project.

VISITORS/CITIZENS FORUM

*This time is set-aside for any person having business before the Council that is not scheduled on the agenda to speak to the Council. Please submit a completed Speaker's Request Form to the City Secretary. All comments must be directed toward the presiding Officer rather than an individual council member or staff. Each speaker must limit his/her comments to the **subject matter** listed on the Speaker's Request Form and must refrain from personal attacks toward any individual. A three to six minute time limit will be granted. **(Six minutes with prior notification and three without prior notification)**. If a group is present and interested in the same issue, please choose a spokesperson. Council cannot discuss or debate any issue brought forth at this time, nor can any formal action be taken, as it is not a posted agenda item in accordance with the open meetings law.*

BOARDS/COMMISSIONS

8. **Resignations of Board Members** – Consider approval of the resignations of Board/Commission Members.
9. **Appointment/Reappointment to Boards and Commissions** – Consider approval regarding appointments to Boards/Commissions.

EXECUTIVE SESSION

See Posting on Page One (1) of Agenda.

RECONVENE TO REGULAR SESSION

10. Take any action deemed necessary as a result of the Executive Session.

ADJOURNMENT

CERTIFICATION

I, ART CAMACHO, CITY SECRETARY OF THE CITY OF HALTOM CITY, TEXAS, DO HEREBY CERTIFY THAT THE ABOVE AGENDA WAS POSTED ON THE OFFICIAL BULLETIN BOARDS IN CITY HALL ON THIS THE 19th DAY OF FEBRUARY, 2016 AT 5:00 P.M., WHICH IS A PLACE READILY ACCESSIBLE TO THE PUBLIC AT ALL TIMES AND THAT SAID NOTICE WAS POSTED IN ACCORDANCE WITH CHAPTER 551, TEXAS GOVERNMENT CODE.



ART CAMACHO, CITY SECRETARY

I CERTIFY THAT THE ATTACHED NOTICE AND AGENDA OF ITEMS TO BE CONSIDERED BY THE CITY COUNCIL WAS REMOVED BY ME FROM THE CITY HALL BULLETIN BOARD ON THE _____ DAY OF _____, 2016. Name: _____ Title: _____



This facility is wheelchair accessible. Handicapped parking spaces are available. Request for sign interpretative services must be made 48 hours ahead of meeting. To make arrangements call 817-222-7754.

CITY COUNCIL MEMORANDUM

City Council Meeting: February 22, 2016

Department: Finance

Subject: Monthly Financial Reports for
January 2016

BACKGROUND

Attached is the Monthly Financial Report for the month ending January 31, 2016. This report is submitted to the City Council for their review and comment. It provides a top-level analysis of the City's financial condition and results of operations for the fiscal year to date.

FISCAL IMPACT

This is a management tool that can be used by City Council in evaluating future spending decisions.

RECOMMENDATION

Staff recommends review of the attached reports.

ATTACHMENTS

Monthly Financial Report for January 31, 2016.

2016 January Monthly Financial Report

February 15, 2016

We are pleased to provide the January 2016 monthly financial report. Most of the funds are performing as budgeted. Variances and exceptions that warrant explanations are listed in the financial report.

Fund Balances

At the end of January, the total fund balance for all City funds amounted to over \$31 million. Except Debt Service Fund, all other funds maintain positive fund balance. The fund balance for Debt Service Fund is expected to turn positive when more property tax revenues are collected.

Revenues

At the end of January, the City realized almost \$23 million or 38.4% of the yearly revenue. The City collected over \$8.3 million in property tax revenues, out of which \$5.4 million are in the General Fund and \$2.8 million are in the Debt Service Fund. The property tax revenue collection is lower in comparison to the previous year. Sales Tax Revenue for the General Fund was about \$2 million and approximately 8% higher when comparing to January 2015. There were no other significant deviations from the budget. Minor favorable revenue collections were recorded in Water and Sewer Impact Fees Fund.

Expenditures

The City has spent over \$25 million or about 34.3% of the total budget by the end of January. Debt service payments of over \$6 million were made before the end of January. Expenditures for most funds are proportional to and within the budget. No significant expenditures or cost savings were realized.

Staff is available to answer any questions related to the monthly financial report you may have.

Sincerely,



Jennifer O. Fung
Director of Finance

2016 January Monthly Financial Report - Fund Balances

Fund No.	Fund Title	Estimated Fund Balance 10/1/2015	YTD Revenues	YTD Expenditures	Ending Fund Balance 1/31/2016
1	General Fund	\$7,402,377	\$9,812,210	\$9,437,948	\$7,776,639
5	Debt Service Fund	162,909	3,180,930	4,202,339	(858,500)
11	Economic Development Fund	2,511,423	1,206,141	1,702,281	2,015,283
12	Crime Control Fund	525,457	489,690	439,421	575,726
13	Oil and Gas Fund	3,445,428	31,811	296,883	3,180,356
14	Hotel Motel Tax Fund	102,861	13,481	11,572	104,770
15	Court Security Fund	118,502	7,842	11,000	115,344
16	Court Technology Fund	117,931	10,335	12,745	115,521
17	Juvenile Case Manager Fund	152,013	12,942	16,000	148,955
18	Red Light Camera Fund	199,136	14,834	68,224	145,746
19	Grant Fund	16,440	7,457	14,699	9,198
20	PEG Fund	157,694	7,273	0	164,967
21	Fire Donation Fund	3,483	3,090	669	5,904
22	Library Donation Fund	61,233	11,597	5,162	67,668
23	Police Forfeiture Fund	43,027	7,272	4,380	45,919
24	Park Donation Fund	10,619	14,199	10,315	14,503
25	Park Dedication Fund	84,345	209	0	84,554
26	Safe Pathways Fund	41,866	175	0	42,041
27	Animal Shelter Fund	41,619	1,969	0	43,588
28	Police Donation Fund	94,322	23,421	48,311	69,432
29	Police CART Fund	8,650	0	2,604	6,046
31	Street Reconstruction Fund	5,346,519	515,238	361,257	5,500,500
32	Capital Projects Fund	3,571,296	166,631	23,657	3,714,270
35	Capital Replacement Fund	0	166,667	0	166,667
39	Street Assessment Fund	8,132	28	0	8,160
41	Water and Sewer Fund	4,377,351	6,210,167	7,696,823	2,890,695
42	Water Capital Projects	2,571,535	417,704	271,921	2,717,318
44	W&S Impact Fees	830,525	12,764	0	843,289
45	Drainage Fund	848,045	554,853	616,368	786,530
46	Drainage Capital Projects	444,192	84,880	8,340	520,732
Total		\$33,298,931	\$22,985,810	\$25,262,919	\$31,021,822

2016 January Monthly Financial Report - Revenue Summary

Fund No.	Fund Title	Adopted Budget	Revised Budget	YTD Budget	January Actual	YTD Actual	Percent of Revenue Earned	Notes
1	General Fund	\$23,765,371	\$23,765,372	\$11,024,574	\$3,432,066	\$9,812,210	41.3%	1
5	Debt Service Fund	5,059,832	5,059,832	3,620,238	1,298,420	3,180,930	62.9%	1
11	Economic Development Fund	3,119,193	3,119,193	1,039,731	209,608	1,206,141	38.7%	
12	Crime Control Fund	1,482,268	1,482,268	494,089	106,066	489,690	33.0%	
13	Oil and Gas Fund	210,000	210,000	70,000	2,348	31,811	15.1%	2
14	Hotel Motel Tax Fund	43,840	43,840	14,613	2,889	13,481	30.8%	
15	Court Security Fund	33,300	33,300	11,100	1,940	7,842	23.5%	3
16	Court Technology Fund	43,800	43,800	14,600	2,580	10,335	23.6%	3
17	Juvenile Case Manager Fund	52,420	52,420	17,473	3,222	12,942	24.7%	3
18	Red Light Camera Fund	120,600	120,600	40,200	22	14,834	12.3%	4
19	Grant Fund	69,061	69,061	23,020	0	7,457	10.8%	4
20	PEG Fund	64,300	64,300	21,433	25	7,273	11.3%	4
21	Fire Donation Fund	2,410	2,410	803	2,453	3,090	128.2%	5
22	Library Donation Fund	33,060	33,060	11,020	2,652	11,597	35.1%	
23	Police Forfeiture Fund	25,020	25,020	8,340	1,050	7,272	29.1%	
24	Park Donation Fund	71,175	71,175	23,725	7,464	14,199	19.9%	4
25	Park Dedication Fund	100	100	33	12	209	209.0%	6
26	Safe Pathways Fund	75	75	25	7	175	233.3%	6
27	Animal Shelter Fund	3,050	3,050	1,017	423	1,969	64.6%	6
28	Police Donation Fund	62,300	62,300	20,767	5,929	23,421	37.6%	
29	Police CART Fund	0	0	0	0	0	NA	
31	Street Reconstruction Fund	1,570,388	1,570,388	523,463	105,230	515,238	32.8%	
32	Capital Projects Fund	481,000	481,000	160,333	42,635	166,631	34.6%	
35	Capital Replacement Fund	500,000	500,000	166,667	41,667	166,667	33.3%	
39	Street Assessment Fund	2,000	2,000	667	2	28	1.4%	
41	Water and Sewer Fund	19,713,811	19,713,811	6,571,270	1,463,955	6,210,167	31.5%	
42	Water Capital Projects	1,401,600	1,401,600	467,200	116,990	417,704	29.8%	
44	W&S Impact Fees	14,000	14,000	4,667	122	12,764	91.2%	7
45	Drainage Fund	1,656,500	1,656,500	552,167	140,112	554,853	33.5%	
46	Drainage Capital Projects	250,500	250,500	83,500	20,930	84,880	33.9%	
Total		\$59,850,973	\$59,850,974	\$24,986,736	\$7,010,819	\$22,985,810	38.4%	

Notes:

- 1 The City received more than 70% of budgeted property tax revenues for the first four months of the year.
- 2 Oil and Gas Revenues were low due to lower oil prices and production.
- 3 Revenues for court related funds are low due to lower citations.
- 4 Revenues for Red Light Camera Fund, Grant Fund, PEG Fund and Park Donation Fund are low due to lower activities or donations.
- 5 Revenues for Fire Donation Fund has exceeded the yearly budget due to change of accounting method.
- 6 Report reflected high percents but the amounts were insignificant.
- 7 The City received about \$11,234 in Water and Sewer Impact Fees.

2016 January Monthly Financial Report - Expenditure Summary

Fund No.	Fund Title	Adopted Budget	Revised Budget	YTD Budget	January Actual	YTD Expenditures	Percent of Budget Spent	Notes
1	General Fund	\$26,239,766	\$26,239,766	\$8,746,589	\$2,445,914	\$9,437,948	36.0%	
5	Debt Service Fund	4,902,187	4,902,187	4,223,593	4,202,099	4,202,339	85.7%	1
11	Economic Development Fund	3,149,337	3,149,337	1,049,779	166,362	1,702,281	54.1%	2
12	Crime Control Fund	2,001,184	2,001,184	667,061	94,408	439,421	22.0%	
13	Oil and Gas Fund	890,650	890,650	296,883	74,221	296,883	33.3%	
14	Hotel Motel Tax Fund	59,808	59,808	19,936	116	11,572	19.3%	3
15	Court Security Fund	34,000	34,000	11,333	2,750	11,000	32.4%	
16	Court Technology Fund	82,367	82,367	27,456	1,180	12,745	15.5%	3
17	Juvenile Case Manager Fund	49,500	49,500	16,500	4,000	16,000	32.3%	
18	Red Light Camera Fund	199,830	199,830	66,610	6,599	68,224	34.1%	
19	Grant Fund	83,905	83,905	27,968	2,665	14,699	17.5%	3
20	PEG Fund	52,500	52,500	17,500	0	0	0.0%	
21	Fire Donation Fund	0	0	0	669	669	NA	4
22	Library Donation Fund	74,900	74,900	24,967	3,352	5,162	6.9%	3
23	Police Forfeiture Fund	8,600	8,600	2,867	4,380	4,380	50.9%	5
24	Park Donation Fund	81,100	81,100	27,033	3,063	10,315	12.7%	3
25	Park Dedication Fund	0	0	0	0	0	NA	
26	Safe Pathways Fund	0	0	0	0	0	NA	
27	Animal Shelter Fund	0	0	0	0	0	NA	
28	Police Donation Fund	68,350	68,350	22,783	1,333	48,311	70.7%	6
29	Police CART Fund	2,500	2,500	833	0	2,604	104.2%	7
31	Street Reconstruction Fund	6,656,000	6,656,000	2,218,667	244,242	361,257	5.4%	3
32	Capital Projects Fund	3,835,000	3,835,000	1,278,333	0	23,657	0.6%	3
35	Capital Replacement Fund	0	0	0	0	0	NA	
39	Street Assessment Fund	0	0	0	0	0	NA	
41	Water and Sewer Fund	21,264,576	21,264,576	7,088,192	3,819,345	7,696,823	36.2%	
42	Water Capital Projects	1,685,000	1,685,000	561,667	137,568	271,921	16.1%	3
44	W&S Impact Fees	0	0	0	0	0	NA	
45	Drainage Fund	1,947,614	1,947,614	649,205	351,308	616,368	31.6%	
46	Drainage Capital Projects	261,300	261,301	87,100	8,340	8,340	3.2%	3
Total		\$73,629,974	\$73,629,975	\$27,132,856	\$11,573,914	\$25,262,919	34.3%	

Notes:

- 1 The City paid debt services at the end of January as budgeted.
- 2 Payments of \$1,057,558 for Backage Roads projects were made for the first three months of the year.
- 3 Purchase of equipment supplies of \$4,380 were made in January.
- 4 Purchases of supplies and tools were made for the Fire Services Board.
- 5 Purchases of equipment supplies totaled over \$48,060 were made for the first four months of the year.
- 6 Expenditures are low due to timing of activities or payments.
- 7 Conference and training expenditures of \$2,604 were incurred for the CART program which exceeded the budgeted amount.

2016 January Monthly Financial Report - General Fund Revenues

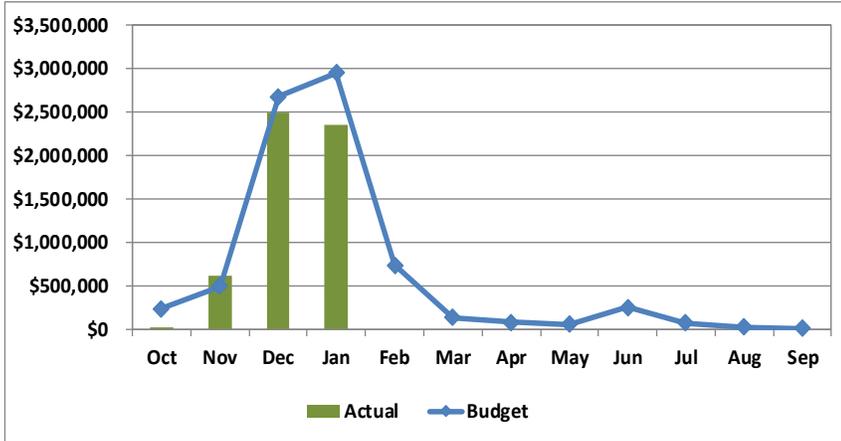
Description	Adopted Budget	Revised Budget	YTD Budget	January Actual	YTD Actual	Percent of Revenue Earned	Notes
Property Taxes	\$7,816,093	\$7,816,094	\$6,383,676	2,351,008	5,494,319	70.3%	1
Sales & Other Taxes	6,248,150	6,248,150	1,975,813	417,669	2,017,236	32.3%	
Franchise Fees	4,008,000	4,008,000	767,376	173,653	602,704	15.0%	2
Licenses/Permits/Fees	461,415	461,415	153,805	26,364	139,082	30.1%	
Charges for Service	1,850,763	1,850,763	616,921	128,376	585,972	31.7%	
Fees and Fines	1,700,550	1,700,550	566,850	104,516	422,552	24.8%	3
Other Revenues							
Intergovernmental	89,800	89,800	29,933	10,740	40,229	44.8%	4
Interest Income	20,000	20,000	6,667	1,006	12,558	62.8%	5
Miscellaneous	143,000	143,000	47,667	11,229	30,432	21.3%	6
Total General Fund Revenues	\$22,337,771	\$22,337,772	\$10,548,708	\$3,224,561	\$9,345,084	41.8%	
Transfers	1,427,600	1,427,600	475,867	207,505	467,126	32.7%	
Total General Fund Revenues and Transfers	\$23,765,371	\$23,765,372	\$11,024,574	\$3,432,066	\$9,812,210	41.3%	

Notes:

- 1 Property Tax collected is quite low compared to previous years. Collections for current year is about 70% as compared to the 90% in the previous years.
- 2 Franchise fees for current year are much lower due to reclassification of waste disposal billing fees. In addition, the City re lower media franchise fee.
- 3 Fees and fines are low compared to FY2015. This is mainly due to lower activities in citations and warrants.
- 4 The City received over \$12,618 from the State Court Costs in October and \$13,192 from Tarrant County for reimbursements for the Auto Theft Task Force.
- 5 Interest revenues are higher due to higher short term interest rates.
- 6 Miscellaneous revenue is lower due to reclassification of payments from Birdville Independent School District.

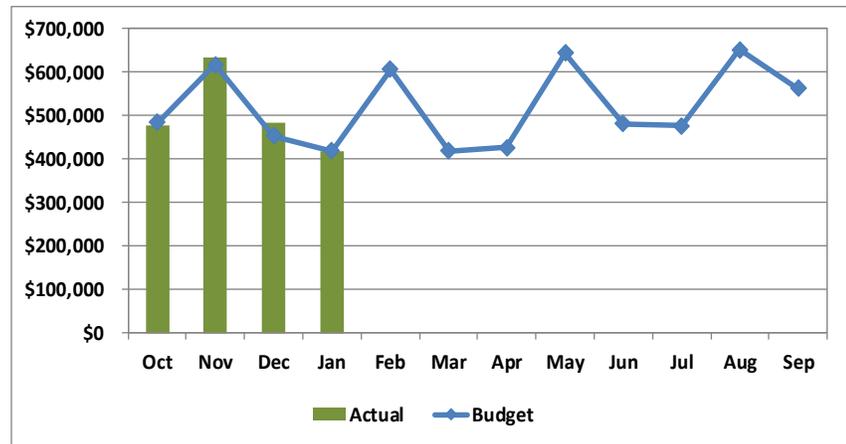
2016 January Monthly Financial Report - General Fund Revenues

Property Tax Revenues



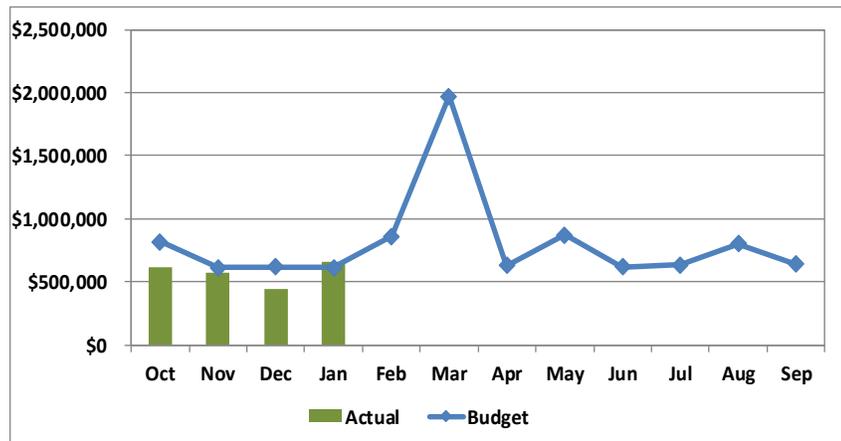
	Budget	Actual	YTD Variance
Oct	\$243,508	\$28,821	(\$214,687)
Nov	498,061	618,919	(93,828)
Dec	2,682,577	2,495,571	(280,835)
Jan	2,959,531	2,351,008	(889,357)
Feb	744,403		
Mar	139,660		
Apr	85,683		
May	67,388		
Jun	263,076		
Jul	81,389		
Aug	31,697		
Sep	19,121		
Total	\$7,816,093	\$5,494,319	(\$2,321,774)

Sales & Use Tax Revenues



	Budget	Actual	YTD Variance
Oct	\$484,818	\$477,434	(\$7,384)
Nov	617,888	633,001	7,729
Dec	453,553	485,629	39,805
Jan	419,554	417,669	37,920
Feb	606,789		
Mar	418,683		
Apr	427,197		
May	644,617		
Jun	481,805		
Jul	476,594		
Aug	652,848		
Sep	563,804		
Total	\$6,248,150	\$2,013,733	(\$4,234,417)

Other General Fund Revenues



	Budget	Actual	YTD Variance
Oct	\$816,022	\$614,780	(\$201,242)
Nov	611,468	571,048	(241,662)
Dec	621,516	443,649	(419,529)
Jan	616,079	663,389	(372,220)
Feb	861,507		
Mar	1,967,518		
Apr	632,537		
May	874,315		
Jun	621,690		
Jul	634,343		
Aug	801,128		
Sep	643,006		
Total	\$9,701,128	\$2,292,866	(\$7,408,262)

2016 January Monthly Financial Report - General Fund Expenditures

Description	Adopted Budget	Revised Budget	YTD Budget	January Actual	YTD Expenditures	Percent of Budget Spent	Notes
General Government	\$6,692,025	\$6,692,025	\$2,230,675	\$459,766	\$2,025,308	30.3%	
Administration	513,520	513,520	171,173	23,908	416,406	81.1%	1
City Secretary	229,525	229,525	76,508	14,596	90,063	39.2%	
City Council	181,550	181,550	60,517	2,327	36,120	19.9%	2
Finance	659,847	659,847	219,949	42,340	200,286	30.4%	
Human Resources	574,240	574,240	191,413	50,459	178,889	31.2%	
Planning & Inspection	748,400	748,400	249,467	43,742	205,598	27.5%	
Information Technology	505,816	505,816	168,605	33,077	155,024	30.6%	
Fleet Services	591,569	591,569	197,190	56,030	235,727	39.8%	
Building Maintenance	518,169	518,169	172,723	59,701	124,606	24.0%	
Nondepartment	2,169,389	2,169,389	723,130	133,586	382,589	17.6%	2
Public Safety	\$15,867,400	\$15,867,400	\$5,289,133	\$1,698,816	\$6,204,409	39.1%	
Police	8,927,864	8,927,864	2,975,955	1,147,027	3,785,009	42.4%	3
Fire	6,246,075	6,246,075	2,082,025	508,188	2,209,491	35.4%	
Municipal Court	693,461	693,461	231,154	43,601	209,909	30.3%	
Streets	\$872,885	\$872,886	\$290,962	\$46,624	\$226,585	26.0%	
Culture and Recreation	\$2,307,456	\$2,307,456	\$769,152	\$199,041	\$814,979	35.3%	
Parks and Recreation	1,128,988	1,128,988	376,329	98,060	395,016	35.0%	
Library	1,178,468	1,178,468	392,823	100,981	419,963	35.6%	
Total General Fund Expenditures	\$25,739,766	\$25,739,767	\$8,579,922	\$2,404,247	\$9,271,281	36.0%	
Transfers Out	500,000	500,001	166,667	41,667	166,667	33.3%	
Expenditures & Transfers	\$26,239,766	\$26,239,768	\$8,746,589	\$2,445,914	\$9,437,948	36.0%	

Notes:

- 1 The expenditures are high due to separation pay for the former City Manager.
- 2 The expenditures are much lower than budgeted amount for the first four months.
- 3 The expenditures include over \$666,016 payment of shared services.

**City of Haltom City
Debt Ratio, Acid-test Ratio, and Current Ratio
January 31, 2016**

	General Fund	Water & Sewer Fund	All Other Funds	City-wide
Assets				
Total Quick Assets (Current Assets without inventory, supplies and prepaid items)	\$20,973,732	\$8,574,617	\$21,701,645	\$51,249,994
Total Current Assets	21,120,010	8,672,964	21,706,831	51,499,805
Fixed Assets	77,615,373	40,841,885	15,704,126	134,161,384
Total Assets	\$98,735,383	\$49,514,849	\$37,410,957	\$185,661,189
Liabilities				
Current Liabilities	16,539,572	4,180,356	2,526,939	23,246,867
Long-Term Liabilities	40,046,658	13,588,311	2,354,210	55,989,178
Total Liabilities	\$56,586,230	\$17,768,667	\$4,881,149	\$79,236,045
Debt Ratio	57%	36%	13%	43%
Acid Test Ratio	1.27	2.05	8.59	2.20
Current Ratio	1.28	2.07	8.59	2.22

**Debt Ratio, Acid Test Ratio and Current Ratio
As Compared with Other Cities
September 30, 2014**

	Haltom City	Euless	Haslet	Keller	Lake Worth	North Richland Hills	Hurst
Debt Ratio	28%	28%	18%	37%	35%	38%	27%
Acid Test Ratio	5.17	3.76	8.96	5.31	13.75	7.36	4.90
Current Ratio	5.29	3.80	8.97	5.70	13.78	7.39	5.07

CITY COUNCIL MEMORANDUM

City Council Meeting: February 22, 2016
Department: City Secretary
Subject: Minutes of February 8, 2016 and
February 16, 2016.

BACKGROUND

On February 8, 2016, a Regular Meeting was held at City Hall, 5024 Broadway Avenue. On February 16, 2016, a Worksession was held at City Hall, 5024 Broadway Avenue.

FISCAL IMPACT

None.

RECOMMENDATION

Staff recommends the City Council approve the Minutes of the meeting of February 8, 2016 and February 16, 2016.

ATTACHMENTS

February 8, 2016 Minutes
February 16, 2016 Minutes

**MINUTES
HALTOM CITY COUNCIL MEETING
CITY HALL, 5024 BROADWAY AVENUE
February 8, 2016**

A Regular Meeting was held by the City Council of the City of Haltom City, Texas, on February 8, 2016, at 7:00 p.m. at City Hall, 5024 Broadway Avenue, Haltom City, Texas, with the following members present:

Mayor David Averitt

Mayor Pro Tem Bob Watkins

Council Place 1 Jeannine Nunn

Council Place 2 Walter Grow

Council Place 3 Scott Garrett

Council Place 4 Trae Fowler

Council Member 6 Stephanie Davenport

Council Place 7 Dr. An Truong was absent.

Staff Present: Keith Lane, Interim City Manager; Chuck Barnett, Assistant City Manager; Wayne Olson, City Attorney; Art Camacho, City Secretary; Justin French, Planning and Community Development Director; Jennifer Fung, Finance Director, Darla Sulecki, Code Enforcement Officer, and Greg Van Nieuwenhuize, Public Works Director.

WORKSESSION

CALL TO ORDER

Mayor David Averitt called the Worksession to order at 6:00 p.m. Several City Staff members provided updates on their decision packages, which included the CAD/RMS, the school SRO Officer, digital voting system, and security cameras. The Worksession ended and Mayor Averitt called for an Executive Session at 6:18 p.m.

EXECUTIVE SESSION

Section 551.071

As authorized by Chapter 551 of the Texas Government Code, the City Council reserves the right to adjourn into Executive Session at any time during the course of this meeting to seek legal advice from the City Attorney about any matters listed on the agenda, in addition to the following matters:

Consultation with the City Attorney pertaining to any matter in which the duty of the City Attorney under the Texas Disciplinary Rules of Professional Conduct which may conflict with the Open Meetings Act; including discussion of any item posted on the Agenda; to seek legal advice on: open meetings, open records, litigation, and settlement offers and/or claims for the following cases:

- Donald Anthony Hains v. City of Haltom City
- Flynn v. Haltom City EDC
- Progressive County Mutual Ins. Co. v. City of Haltom City
- James H. Watson v. City of Haltom City
- Louis Engler v. City of Haltom City, et al
- EEOC Charge No. 450-2015-01583
- City of San Antonio, Texas, on behalf of itself and all other similarly situated Texas cities v. Hotels.com, L.P., et al., Civil No. SA-06-CA-381-OG, a Class Action

Section 551.072 – Deliberations about Real Property

Deliberation regarding the purchase, exchange, lease or value of real property owned or leased by the City.

Section 551.074 - Personnel

Deliberation regarding the appointment, employment, evaluation, reassignment, or duties of the Municipal Court Judge and City Manager.

The Executive Session ended at 6:52 p.m.

REGULAR MEETING

CALL TO ORDER

Mayor Averitt called the meeting to order at 7:00 p.m.

INVOCATION/PLEDGE OF ALLEGIANCE

Mayor Pro Tem Bob Watkins introduced David Stapp, of St. Luke Methodist Church, who gave the Invocation and led the Pledge of Allegiance and the Texas Flag Pledge.

ANNOUNCEMENTS AND EVENTS

Council Member Stephanie Davenport announced the following:

Library

Family Movie Night - Monday, February 8th, 6:30 p.m. - Movie: *Ella Enchanted*

Craft Saturday - Saturday, February 27th, 10 a.m. – Noon. Craft making for adults, St. Patrick's Day Craft - \$5.00 plus supplies; supplies list may be found on the website.

Computer Classes for Adults - Computer Basics, Internet Basics, Microsoft Word; choose one or choose all. Classes begin in February; call or visit the city's website for complete schedule. Registration is required.

Tax Help Preparation - AARP will assist people in filing income tax forms. Thursdays, February 4 – April 14, 12 – 4:00 p.m. Reservations are required.

Super Science Saturdays - Saturday, February 6th, 2016, 9 - 10:30 a.m. For ages 6 – 12; free and no registration is required.

Night of Romance - Friday, February 12, 6:30 – 8:30 p.m. An evening of meet and greet with local Romance authors.

Take Home Valentine Day Craft for Children - February 13th – Valentine wreath.

Story Times

Thursdays, 11–11:45 a.m., ages 3 and up, first Thursday of each month puppet show.

Fridays, 10:30 – 11:15 a.m., ages 2 and younger.

Parks and Recreation

Be a part of history! Join us for the 30th Annual Haltom Stampede - one of Tarrant County's longest running races - on Saturday, February 13th. The fun run will begin at 8:30 a.m. and the 5K (timed or untimed) will begin at 9 a.m. Both races start and finish in the Haltom Recreation Center parking lot. Awards and other fun activities will be held inside the Recreation Center following the races. Proceeds from the Stampede benefit the Haltom City/Birdville ISD Back to School Health Fair. The Health Fair initiative provides backpacks and school supplies to Haltom City students. We hope you can join us. We are looking for sponsors and runners. Create a team in your business - get a healthy, fun start to your new year with the Haltom Stampede. For information, please contact Christi Pruitt at the Rec Center.

Community Projects

The Car Show for Kids is Saturday, April 2nd and we need volunteers to serve on the committee. Sponsorships are also available as the event raises funds for free backpacks and school supplies for Haltom City students. Fifty dollars sponsors one student for the entire school year and we need your financial support to make a difference. Meetings are held at 2 pm the 2nd Thursday of the month at the Rec Center.

The 28th annual Images of Haltom City Photo Contest begins February 1st through March 18th! It's free to enter and the Best of Show is awarded \$200. Look for more information on the city's website, social media, and the next Crossroads.

If you have a pre-schooler (under 5 years old) at home and live in the 76117 zip code of Haltom City, you are eligible to receive one FREE book mailed to you each month through the United Way of Tarrant County and Dolly Parton's Imagination Library. The link to register your child is available on the city's website and a limited number of brochures are available at the Haltom City Library.

Art in the City's Spring Gallery Night is Saturday, March 19th and looking for artists to showcase their work. Please contact Julie Orebaugh for additional information. The application deadline to be included in the official Gallery Night program is January 20th and final application deadline is February 19, 2016.

Citizen Betty Porter addressed the Council regarding a tour of the Haltom Family Mansion Tour scheduled for March 5th.

CONSENT AGENDA

1. **Minutes** – Consideration and/or action regarding approval of the Minutes of the meeting of January 25, 2016.
2. **Ordinance No. O-2016-002-15 (Z-001-16)** - Consider action on the application of Geraldo Sanchez for a Zoning Change request from "C-3" Commercial District to "SF-2" Single Family Residential District located on Lot 8, Block 2 of the Shady Dell Addition, being approximately 0.181 acres located south of E. Belknap Street and west of Owens Street, locally known as 2021 Owens Street, and action on an amendment to O-2010-011-15, amending the Future Land Use Plan within the 2010 Comprehensive Land Use Plan – **2nd reading.**
3. **Investment Policy** – Consideration and/or action regarding Resolution No. R-2016-007-03 approving the Investment Policy.

Council Member Fowler moved, seconded by Council Member Davenport, to approve the Consent Agenda, including changes in the Minutes, to include Agenda Items #1, 2, and 3. **The vote was unanimous. Motion carried.**

REGULAR AGENDA

4. **Ordinance No. O-2016-001-15 (Z-009-15)** - Conduct a public hearing and consider action on the application of Paul Delaney, on behalf of Eden Drive Properties, LLC, for approval of a Zoning Change request from "M-1" Industrial District and "M-2" Heavy Industrial District to "PD" Planned Development for all "M-2" uses plus auto salvage yard uses located on Tracts 4C and 4C10 of the John Ackers Survey, Abstract 24, being 11.14 acres of land located north of Elliot Reeder Road and west of Carson Street, locally known as 1301 Carson Street – **First reading.** Justin French, Planning and Community Development Director, presented the ordinance and a discussion was held regarding property buffering, street widths, panel heights, and traffic corner intersection clearance. Mayor Averitt called for a Public Hearing at 7:35 p.m. and property owner Paul Delaney informed the Council of the projected use of this property, current and future employee numbers, and projected sales revenue. A discussion was held regarding the storing of the salvage vehicles and the possible continuance of this agenda item because of an injury suffered by his consultant James Pliska. Citizen Brenda Sanders-Wise addressed the Council in regard to the traffic speeds on both Carson Street and Elliot Reeder Road and loud parties held nearby the property, in addition to asking for needed street repair. Mayor Averitt closed the Public Hearing at 8:10 p.m. Council Member Fowler moved,

seconded by Council Member Garrett, for the postponing of zoning case (Z-009-15) – 1301 Carson Street – for a date to be determined by staff. A small discussion was held regarding the voting by the P & Z Commission and their input regarding property buffering changes. ***The vote was unanimous. Motion carried.***

5. **Final Plat (P-001-16)** - Conduct a public hearing and consider action on the application of Robert Schneeberg on behalf of Belknap Properties Joint Venture for approval of a replat creating Lots 1 and 2, Block 1 of the AutoZone 1526 Addition from Lots A, B, C2, 3B, 4B, and 5-8, Block 1 of the Oakridge Addition, located in the “C-3” Commercial District, containing approximately 2.697 acres, and locally known as 5122 E. Belknap Street. Justin French, Planning and Community Development Director, presented the plat and a discussion was held regarding the lot upgrading and the distribution facility. Mayor Averitt opened the Public Hearing at 8:25 p.m. Property owner Jake Jordan and Chris Ferguson, of Kimley-Horn, provided additional information regarding the property upgrade and projected business. No citizen came forward. Mayor Averitt closed the Public Hearing at 8:30 p.m. Council Member Garrett moved, seconded by Council Member Davenport, to approve Final Plat (P-001-16) – AutoZone 1526 Addition. ***The vote was unanimous. Motion carried.***
6. **Fee Schedule** – Consideration and/or action regarding approval of Resolution No. R-2016-005-03 amending the fee schedule. Finance Director Jennifer Fung presented the resolution and a discussion was held with staff members regarding several of the fees and the comparison to similar fees from neighboring cities, especially fees that deal with commercial businesses, application variance fees, and residential car port fees. Council Member Grow moved, seconded by Council Member Garrett, to table the fee schedule to the first meeting in March. ***The vote was unanimous. Motion carried.***
7. **Commercial Electricity Supply Agreement** – Consideration and/or action to approve Resolution No. R-2016-008-03 authorizing the Board of the Cities Aggregate Power Project to renegotiate the existing electricity purchase agreement and pursue an extension of the electricity purchase contract through December 31, 2018. Finance Director Jennifer Fung presented the resolution and a discussion was held regarding the projected savings and contract length. Council Member Garrett moved, seconded by Council Member Fowler, to approve Resolution No. R-2016-008-03, authorizing the electric supply contract from the period of 2018 through 2022 - Option 1. ***The vote was unanimous. Motion carried.***
8. **Ordinance No. O-2016-003-01 – Municipal Sales Use Tax Special Election** – Conduct a public hearing and consider action approving Ordinance No. O-2016-003-01 – Special Election regarding Municipal Sales and Use Tax – ***First reading.*** City Secretary Art Camacho presented the ordinance that included a discussion regarding the projected figures upon the measure passing, the adjoining with the General Election, and the publication notice. Mayor Averitt opened the Public Hearing at 9:48 p.m. No citizen came forward. Mayor Averitt closed the Public Hearing at 9:49 p.m. Council Member Fowler moved, seconded by Council Member Grow, to approve Ordinance No. O-2016-003-03 –

Municipal Sales and Use Tax Special Election – first reading. ***The vote was unanimous. Motion carried.***

9. **Memorial Garden Committee** - Consideration and/or action regarding the creation of a Memorial Garden Committee. Council Member Jeannine Nunn expressed to the Council the need for a memorial for Haltom City veterans and also stated that a board of five members chosen from the Council could be formed to oversee the project. A discussion was held regarding the appointment and community involvement. Council Member Nunn moved, seconded by Council Fowler, to approve the establishing of a Veteran’s Memorial Garden Committee. ***The vote was unanimous. Motion carried.*** City Attorney Wayne Olson stated a resolution to this effect will be made for Council action.
10. **Code Rangers Program** – Consideration and/or action regarding the implementing of a form of the “Code Rangers” Program. Mayor Averitt presented the agenda item and a discussion was held regarding the limitation of an implemented program, the current staff shortage, and the operation of the code enforcement under the Police Department. Other items discussed were the mitigation process, educating the citizens, and placing this item on the first meeting in April.

VISITORS/CITIZEN FORUM

The following citizens addressed the City Council:

1. Birdi Blocker – Stated a list of “Do’s and Don’t’s” from an older “Crossroads” magazine had been given to Police Officer Meyers and requested they should be given to each new resident to help maintain resident and business properties. She also thanked the Council for their pursuit of cleaning up neighborhoods.
2. Susann Ora – Stated that revitalization is more than code enforcement and community restoration also involves restoring streets, community properties, and educating Councils and citizens to pursue viable solutions.
3. Darla Sulecki – Relayed several code enforcement scenarios and requested community interaction with city staff, but also training on the citizen’s behalf.

BOARDS/COMMISSIONS

1. **Resignations of Board Members** – Consider approval of the resignations of Board/Commission Members. There were no resignations.
2. **Appointment/Reappointment to Boards and Commissions** – Consider approval regarding appointments to Boards/Commissions. Mayor Averitt appointed Marian Hilliard to the Alternate position on the Planning and Zoning Commission. ***The appointment was unanimously approved.***

ADJOURNMENT

Mayor Averitt adjourned the meeting on February 8, 2016 at 10:48 p.m.

RESPECTFULLY SUBMITTED BY:

APPROVED BY:

Art Camacho, City Secretary

David Averitt, Mayor

MINUTES
HALTOM CITY COUNCIL WORKSESSION
Haltom City Hall
5024 Broadway Avenue, Haltom City, Texas 76117
February 16, 2016

A Worksession was held by the City Council on February 16, 2016, at 6:00 p.m. at City Hall, Haltom City, Texas, with the following members present:

Mayor David Averitt

Mayor Pro Tem Bob Watkins

Council Place 1 Jeannine Nunn

Council Place 2 Walter Grow

Council Place 3 Scott Garrett

Council Place 4 Trae Fowler

Council Place 6 Stephanie Davenport

Council Place 7 Dr. An Truong

City Staff Present: Art Camacho, City Secretary; Toni Beckett, Human Resources and Risk Management Director.

CALL TO ORDER

Mayor Averitt called the Worksession to order at 6:00 p.m.

The Council immediately went into Executive Session at 6:00 p.m.

EXECUTIVE SESSION

Section 551.074 - Personnel

Deliberation regarding the appointment, employment, evaluation, reassignment, or duties of the Municipal Court Judge and City Manager.

Council Member Stephanie Davenport left the Executive Session at 8:02 p.m. Mayor David Averitt left the Executive Session at 8:10 p.m.

The Council returned to Regular Session at 8:25 p.m.

ADJOURNMENT

No action was taken.

Mayor Pro Tem Bob Watkins adjourned the Worksession at 8:25 p.m.

RESPECTFULLY SUBMITTED BY:

APPROVED BY:

Art Camacho, City Secretary

David Averitt, Mayor

CITY COUNCIL MEMORANDUM

City Council Meeting:	February 22, 2016
Department:	Finance
Subject:	Ordinance No. O-2016-003-03 Calling a May 7, 2016 Special Election – Municipal Sales & Use Tax

BACKGROUND

On November 7, 1995, the voters of Haltom City approved the adoption of a sales and use tax to fund a Type B Economic Development Corporation (EDC) at the rate of one-fourth (¼) cent. On January 15, 2000, the voters of Haltom City approved the increase of the sales and use tax for the EDC from one-fourth (¼) cent to one-half (½) cent. On November 5, 2013, the voters of Haltom City reauthorized a one-fourth (¼) cent sales tax for the purposes of repairing and maintaining existing city streets.

The attached ordinance provides that a repeal of the one-half cent sales and use tax for the EDC, an increase of the General Sales Tax by three-eighths (¾) cent, and an increase of the street repair and maintenance sales tax by one-eighth (⅛) cent be placed before the voters of Haltom City at an election to be conducted on May 7, 2016.

Contingent upon the special election results, the City Council plans to dissolve the Type B Economic Development Corporation, create an Economic Development Department, in addition to hiring an Economic Director within the City Staff, and use funds from the General Sales Tax for this purpose. The attached ordinance calls for an election to be conducted on May 7, 2016, the same date as the general election.

A Public Hearing was held at the last Council meeting on February 8, 2016 and the Council approved the ordinance with a unanimous vote.

FISCAL IMPACT

The tax rate change contingent upon the passing of the ordinance is below:

Estimated Sales tax at 1% = \$ 6,233,550				\$ 6,233,550		\$ 6,233,550	
	%	Sales Tax	%	Sales Tax	%	Sales Tax	
General Fund	1.00	\$6,233,550	1.000	\$6,233,550	1.375	\$8,571,131	
EDC	0.50	\$3,116,775	0.375	\$2,337,581	0.000	\$0	
Street	0.25	\$1,558,388	0.375	\$2,337,581	0.375	\$2,337,581	
CCPD	0.25	\$1,480,468	0.250	\$1,480,468	0.250	\$1,480,468	
Total	2.00	\$12,389,181	2.000	\$12,389,181	2.000	\$12,389,181	

RECOMMENDATION

The City Council is able to approve Ordinance No. O-2016-003-03, calling for a special election on May 7, 2016 to have the ½ cent EDC sales tax repealed, increasing the General Sales Tax by 3/8 cent; and increase the street maintenance and repair ¼ cent sales tax to ⅜ cent.

ATTACHMENTS

Ordinance No. O-2016-003-03 was provided in the agenda packet for the February 8, 2016 Council meeting.

CITY COUNCIL MEMORANDUM

City Council Meeting: February 22, 2016
Department: Planning & Community Development
Subject: (P-008-15) El Cala Addition Final Plat

BACKGROUND

Conduct a public hearing and consider action on the application of Manuel Salas for approval of a final plat creating Lot 1, Block 1 of the El Cala Addition from Tracts 53A and 53A2A of the Lewis G. Tinsley Survey, A-1523, located in the "M-2" Heavy Industrial District, containing approximately 0.86 acres, and locally known as 5002 Parrish Road.

The applicant proposes to create one lot from two unplatted tracts in order to establish his concrete contractor business. He intends to convert the existing residence into a contractor's office and construct a new storage building and storage yard. Platting the property is a prerequisite to the issuance of a building permit for new construction.

FISCAL IMPACT

None.

RECOMMENDATION

On February 9, 2016, the Planning and Zoning Commission recommended approval of P-008-15 by a vote of 6-0-0. Other than discretionary matters for the Council, the application is administratively complete and meets the requirements of the Subdivision Ordinance.

ATTACHMENT

P&Z Staff Report with Attachments

CITY COUNCIL MEMORANDUM/RESOLUTION

City Council Meeting: February 22, 2016

Department: Administration

Subject: Resolution No. R-2016-009-001
Veterans Memorial Committee

BACKGROUND

At the February 8, 2016 Council Meeting, Council Member Jeannine Nunn addressed the Council in regard to creating a Veterans Memorial Committee. The item was discussed in which a five-member committee would be established. The agenda item was unanimously approved and City Attorney Wayne Olson stated he would provide a resolution to this effect.

FISCAL IMPACT

None.

RECOMMENDATION

The City Council may approve Resolution No. R-2016-009-001, creating the Veterans Memorial Committee.

ATTACHMENTS

Resolution R-2016-009-001

RESOLUTION NO. R-2016-009-001

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HALTOM CITY, TEXAS, CREATING A VETERANS MEMORIAL COMMITTEE.

WHEREAS, Chapter 2, Article II, Division 2 of the Haltom City Code of Ordinances authorizes the City Council to create and establish ad hoc committees for the purpose of making recommendations to the city council on specific matters or performing other specific functions; and

WHEREAS, the City Council desires to create and establish a Veterans Memorial Committee for the purpose of providing ideas and direction on creating and installing a veterans memorial garden/park area to commemorate Haltom City veterans.

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

SECTION 1.

A Veterans Memorial Committee is hereby created and established. The committee will explore possible locations and designs and make recommendations to the City Council on the feasibility and costs for creating and installing a veterans memorial garden/park area to commemorate Haltom City veterans.

SECTION 2.

The committee shall be composed of five members selected by the City Council at-large. The members shall be appointed upon passage of this resolution and shall serve until the project is complete.

SECTION 3.

Members on the Committee shall serve at the will and pleasure of the City Council and may be replaced at any time at the discretion of the City Council by a vote of at least five Council members.

SECTION 4.

At the first meeting of the committee, the members shall elect a chair and vice-chair.

SECTION 5.

The committee shall keep minutes of its proceedings but shall not be subject to the Open Meetings Act.

PASSED, APPROVED AND ADOPTED THIS 22nd DAY OF FEBRUARY, 2016.

David Averitt, Mayor

ATTEST: _____
Art Camacho, City Secretary

CITY COUNCIL MEMORANDUM/RESOLUTION

City Council Meeting: February 22, 2016

Department: Information Technology / Purchasing

Subject: Proposal Award – Council Chambers Voting, Projection, and Rushworks Integration

BACKGROUND

Council approved the use of PEG funds to upgrade the voting, projection, camera, switching, and graphics system in the council chambers.

The cameras are 15 years old and are beginning to fail. We currently use Rushworks for our media server and cable channel programming solution. Selecting the same vendor for the production system will provide tight integration through the entire workflow.

The City solicited and received a proposal from Lantek Audio, Video & Communications. The proposal provides for the following:

- HD cameras to replace the current aging cameras
- IP cameras for the security system
- New projection system and screen
- New voting system integrated with dais microphones and displayed on the new projection screen
- Live web streaming capability
- Optionally add capability for Skype integration for remote meeting attendance by council members

FISCAL IMPACT

The council chambers voting, projection, and Rushworks integration project will be funded by PEG funds approved for this project.

RECOMMENDATION

Staff recommends the City Council approve the proposal by Lantek Audio, Video & Communications in the amount of \$41,074.00. This is within the total of the two amounts approved: Camera & Production System \$25,000.00 and Voting System \$18,000.00 and will cover this installation.

In addition, Staff recommends the City Manager be authorized to execute any and all change orders within the amounts set by state and local law.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HALTOM CITY:

That the above stated Staff recommendations are hereby approved and authorized.

PASSED AND APPROVED at a regular meeting of the City Council of the City of Haltom City, Texas this 22th day of February, 2016, at which meeting a quorum was present, held in accordance with the provisions of V.T.C.A., Government Code, §551.001 *et seq.*

APPROVED

David Averitt, Mayor

ATTEST:

Art Camacho, City Secretary

APPROVED AS TO FORM:

Wayne Olson, City Attorney

CITY COUNCIL MEMORANDUM

City Council Meeting: February 22, 2016

Department: Public Works

Subject: Change Order Request for Drainage Improvements off of Haltom Road North of Loop 820

BACKGROUND

On July 13, 2015, the City entered into a construction agreement in the amount of \$443,551.20 with Environmental Safety Services, Inc. ("ESSI") for the Drainage Improvements for Northern Cross Boulevard Project (the "Drainage Project"). The Drainage Project included stabilizing the large drainage basin immediately east of Northern Cross Boulevard's dead end. This Drainage Project was necessary so that the City's consulting engineering firm for the Backage Roads Project could prepare the required documentation so that FEMA would reduce the Floodplain Area in this area of the City.

When the Drainage Project was awarded, there was a question regarding whether the City could save \$35,050 from the awarded amount of \$442,551.20 if another contractor (Wildstone Construction) on another project (Springlake Sanitary Sewer Trunk Main Reconstruction Project) could substantially complete the Springlake Sanitary Sewer Trunk Main Reconstruction Project prior to ESSI mobilizing on site. The City was able to save the indicated \$35,050, as Wildstone Construction was able to substantially complete their sanitary sewer work.

As indicated in the last CIP Update to the City Council, to date there has been one change order on the Drainage Project and it was in the amount of \$18,712.50. The work in this initial change order was for dirt-work at/around a previously installed gas pipeline and the removal of a sanitary sewer manhole. Staff was successful in getting the owner of the gas pipeline (Williams Energy) to pay for about half (\$6,922.50) of the dirt-work that was required around the gas pipeline.

As part of the Backage Roads Project, this contractor (Tiseo Paving) was to install new drainage pipe under Haltom Road (north of Loop 820) and then release the collected drainage into a new 42" diameter pipe that would eventually connect into a large reinforced concrete box that was to be constructed by the High Pointe Addition developer (Stephen Barnes). Thus, at the time the Backage Roads Project was being designed, the thought was that the endpoint situation of this 42" diameter pipe would be a temporary situation and potentially, if Mr. Barnes' single-family residential construction on the west side of Haltom Road was developed, the multi-family residential construction proposed

on the east side of Haltom Road might already have its drainage constructed in which case, the new 42" diameter pipe could just be connected into the multi-family drainage system.

Mr. Barnes' single-family residential development is only in the early stages of the City's platting (subdivision development) process. As such, the endpoint situation of the previously indicated 42" diameter pipe will not be as temporary as initially designed and eventually constructed. In the 42" diameter pipe's present situation, the drainage leaving the pipe is not following the prescribed path and there is a concern that this drainage could lead to the creation of a federal defined wetlands. This is unacceptable to Mr. Barnes and this was not the intention of the City's consulting engineer.

This drainage situation can better be described through the graphic immediately below.



Note: The red circle is the approximate location of the endpoint of the 42" diameter pipe.
The green arrow is the pre-Backpage Roads Project drainage flow direction.
The blue arrow is the current drainage flow direction.

Because there are two (2) fairly significant contractors working in this area of the City, staff has met with both entities to obtain pricing for a more permanent fix to this situation. Tiseo Paving has indicated that the cost for this work would be \$81,851.00; ESSI has indicated that they could do this same work for \$57,992.00. (However, because of quantity changes to the Project's initial drainage work, the change order total is \$44,236.62.)

The change order amount (\$44,236.62) is broken down as follows:

1. Drainage work on east side of Haltom Road	\$ 57,992.00
2. Overrun of existing bid quantities	\$ 46,261.73
3. Underrun of existing bid quantities	- \$ 24,967.11
4. Deletion of sanitary sewer work	- <u>\$ 35,050.00</u>
	\$ 44,236.62

The above indicated dollar amounts for the overrun and underrun of quantities are exactly that – changes to the quantities in the contract. For example, the original contract indicated that there was to be 113 Lineal Feet of Silt Fence installed at a bid cost of \$5.00 per Lineal Foot. However, once the contractor arrived on site, it was determined that an additional 37 Lineal Feet of Silt Fence was necessary. Therefore, this additional 37 Lineal Feet costs the City \$185.00 (this amount is 37 X \$5.00). This example was for an overrun situation; there were also underrun situations throughout the project. This is typical for almost all infrastructure construction projects and probably more typical for projects that use a lot of dirt-work quantities because the measurement for cubic yards of dirt dug, moved, trucked and spread is not an exact science.

FISCAL IMPACT

Funding is available through the Economic Development Corporation.

RECOMMENDATION

Staff recommends approval of Amendment No. 2 to the Contractor's Contract for the Drainage Improvements for Northern Cross Boulevard Project in the amount of \$44,236.62.

ATTACHMENT

Amendment No. 2 of Contractor's Contract

CITY COUNCIL MEMORANDUM

City Council Meeting: February 22, 2016
Department: City Secretary
Subject: Boards and Commissions
Resignation of Members

BACKGROUND

The City Council will consider action regarding the resignations from Boards and Commissions.

FISCAL IMPACT

None.

RECOMMENDATION

None.

ATTACHMENT

Dan Hemphill resignation from the ZBA Alternate position.
Jane Milligan resignation from the CCPD Place One position.

CITY COUNCIL MEMORANDUM

City Council Meeting: February 22, 2016
Department: City Secretary
Subject: Boards and Commissions
Appointments/Reappointments

BACKGROUND

The City Council will consider action regarding the appointment/reappointment of board and commission members. The list below indicates positions that are due for appointment/reappointment or are vacant. The citizen position on the Animal Advisory Committee is vacant.

FISCAL IMPACT

None.

RECOMMENDATION

None.

ATTACHMENTS

Applications: Thomas Sanders, Diana Williams, David Wood, Dorothy Tyler, Anastasia Taylor, and Rick Edgett.

Mayor: Beautification (vacant)

Councilmember Place 5: CCPD/Red-light Camera, Fire Services (vacant)

Councilmember Place 7: Beautification (vacant), ZBA (vacant)