

1. Agenda

Documents:

[06-09-2016 AGENDA.PDF](#)

2. Meeting Materials

Documents:

[06-09-2016 COUNCIL PACKET.PDF](#)



**Town of Northlake, Texas
Town Council Meeting Agenda
Thursday, June 9, 2016 at 5:30 pm
1400 FM 407 - Northlake Texas**

Notice is hereby given of the Town Council meeting beginning at 5:30 pm in the Northlake Town Hall Chamber Room at 1400 FM 407, Northlake, Texas. The items listed below are placed on the agenda for discussion, consideration and or action

1. Call to Order - Workshop Session

- A. A Resolution declaring the results of the General Election held on May 7, 2016 to elect three citizens to Places 1, 2 & 3 to the Northlake Town Council for a two year term each (Res. No. 16-15)
- B. Mayor presents the Certificates of Election to: Place 1- Jean Young; Place 2- Mike McBride; Place 3- Michael C. Ganz

2. Briefing Items

- C. Town Hall Lease Space Briefing
- D. FY 2016 Northlake Investment Policy Update
- E. FY 2016 Budget Planning Workshop: Preliminary Budget Outlook

3. Regular Session

Call to Order - Pledge of Allegiance - Moment of Silence

4. Public Input

This item is available for citizens to address the Town Council on any issues that are not the subject of a public hearing. No action by law may be taken on the topic. The presiding officer reserves the right to impose a time limit on this portion of the agenda

5. Consent Items

All items listed below are considered routine by Town Council and will be enacted with one motion. There will be no separate discussion of items unless a Councilmember so requests, in which event the item will be removed and considered separately

- F. Meeting Minutes of 5-12-16
- G. Resolution approving the 2016 Northlake Investment Policy (Res. No. 16-16)

- H. Resolution authorizing continued participation with the steering committee of Cities/Towns served by ONCOR; and authorizing the payment of 11 cents per capita to the steering committee to fund activities related to ONCOR Electric Delivery Company LLC (Res. No. 16-17)
 - I. A Resolution of the Town Council of the Town of Northlake, Texas, declaring certain personal property owned by the Town to be Surplus Inventory and authorizing the Town Administrator to dispose of such property (Res. No. 16-18)
6. Regular Items
- J. Meritorious Exception to the pole/pylon sign requirements of Article 11 of the Unified Development Code (UDC) for the purpose of building a 65-foot tall pole sign with a total area of 327 square feet for Rosa's Café to be located on 2.037 acres situated in the L. Medlin Survey, Abstract No. 830, known as Lot 4, Block 5, Northport Addition, generally located on the east side of IH 35W approximately 1,000 feet north of SH 114 at 18451 IH 35W. Bobby Cox Companies is the owner. Mello Signs is the applicant. Case # VR-16-002.
 - i. Public Hearing
 - ii. Resolution 16-19
 - K. Final Plat of Canyon Falls Village W2 Phase 2, a phase of the Canyon Falls development consisting of 51 single-family residential lots and 1 open space/HOA lot on approximately 10.136 acres of land in the M.E.P. & P.R.R. Survey, Abstract No. 913, generally located southeast of Cleveland-Gibbs Road and Westbridge Drive, and zoned Mixed-Use Planned Development (MPD). Nash Canyon Falls, LLC is the owner/applicant. J. Volk Consulting, Inc. is the engineer/surveyor. Case # FP-16-007.
 - L. An Ordinance of the Town of Northlake amending Chapter 11. "Traffic and Vehicles," Prohibiting overnight parking in certain locations within the Town; establishing a penalty for violation; providing for severability; providing for publication; and providing an effective date (Ord. 16-0609A)
 - M. An Ordinance of the Town of Northlake, Texas, adopting an water conservation and drought contingency plan; establishing criteria for drought response stages and restrictions on certain water uses to ensure that health and safety of Northlake citizens; providing that this ordinance shall be cumulative of all ordinances; providing a severability clause; providing a penalty for violations of the plan; providing for publication in the official newspaper and providing an effective date (Ord. 16-06-0609B)
 - N. Appointment of a Mayor Pro Tem for a one-year term
 - O. Appointment/Reappointment to the Northlake Economic and Community Development Corporation Board of Directors
7. Tax Increment Reinvestment Zone No. 1 Board of Directors Meeting (convene)
- 1. Approve Meeting Minutes of 1-14-16
 - 2. Approve FY 2017 Budget
 - 3. Adjourn to Regular Session
8. Executive Session
- The Town Council may enter into Executive Session during the meeting to seek legal advice from its attorney on any posted agenda item, or to discuss any item that is authorized by the Texas Open Meetings

Act to be discussed in closed session including:

- 1) In accordance with Texas Government Code, Section 551.071, consultation with attorney regarding pending or contemplated litigation or a settlement offer involving - Town of Northlake vs City of Justin
- 2) In accordance with Texas Government Code, Section 551.071, consultation with attorney regarding pending or contemplated litigation or a settlement offer involving- Hath Hathaway vs Town of Northlake, Case 4:16-cv-00251
- 3) In accordance with Texas Government Code, Section 551.072, deliberate the purchase, exchange, lease or value of real property:
 - a) Town Hall Space Lease
- 4) In accordance with Texas Government Code, Section 551.078 Economic Development Negotiations:
 - a) Pioneer Grant Program Application PGP-15-002
 - b) Red River Project
 - c) Potential Building B Tenant
 - d) Potential Development on former Texas Industries Site

Discuss, Consider and Act on appropriate action relative to the Executive Session

6. Regular Session (continued)

P. Pioneer Grant Performance Agreement between the Town of Northlake, Texas, Northlake Economic Development Corporation and the Northlake Community Development Corporation and MHR Landlord, LLC for the development of a Sonic Drive-in (PGP-15-002)

9. Adjournment

CERTIFICATE

I hereby certify that the above agenda was posted on the front glass door at the Town Hall 1400 FM 407, Northlake, Texas on Monday, June 6, 2016 by 4:00 pm



Shirley Rogers
Town Secretary

NOTE: The Town Council reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above as authorized by Texas Government Code 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 Negotiations)



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TOWN OF NORTHLAKE

1. Call to Order-Workshop

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RESOLUTION NO. 16-15

A RESOLUTION DECLARING RESULTS OF A GENERAL ELECTION HELD MAY 7, 2016, FOR THE PURPOSE OF ELECTING THREE COUNCIL MEMBERS PLACES 1, 2, AND 3 FOR A TWO-YEAR TERMS EACH

WHEREAS, the Town Council of the Town of Northlake, Texas ("Town") caused to be published in accordance with the laws of the State of Texas, notice of the election held May 7, 2016, to elect a three Council Members Places 1, 2 and 3; and

WHEREAS, notice of election was properly given by the Town as required by law; and

WHEREAS, the Town Council has considered the returns of said election held May 7, 2016; and

WHEREAS, said election was duly and legally held on May 7, 2016, in the Town and in conformity with the election laws of the State of Texas, and the results of said election have been certified and returned by the proper judge and clerks thereof; and

WHEREAS, the election returns, duly and legally made, showed that there were cast in said election a total of 195 valid and legal votes, of which 3 were cast absentee, 77 were cast early, and 115 were cast on election day; and that each of the candidates in said election received the following votes:

COUNCIL MEMBER PLACE 1

Candidate	Absentee	Early Voting	Election Day	Total	Percentage
Jean Young	2	38	73	113	57.95%
Tammy Wright	1	39	42	82	42.05%

COUNCIL MEMBER PLACE 2

Candidate	Absentee	Early Voting	Election Day	Total	Percentage
Mike McBride	1	57	82	140	100.00%

COUNCIL MEMBER PLACE 3

Candidate	Absentee	Early Voting	Election Day	Total	Percentage
Michael C. Ganz	1	57	84	142	100.00%

WHEREAS, pursuant to Chapter 22, Section 22.004 of the Texas Local Government Code, to be elected to office of the municipality, a person must receive more votes than any other person for the office.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF NORTHLAKE, TEXAS:



CANVASS OF GENERAL ELECTION

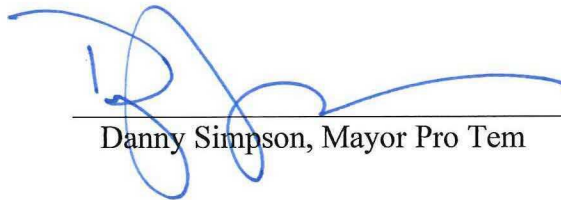
I, **Peter Dewing**, Mayor of the Town of Northlake, Texas, met with the
Danny Simpson, Mayor Pro Tem, sitting as the canvassing board to canvass the
2016 General Election of Northlake held on May 7, 2016 at Town Hall, Northlake, Texas.

I certify that the figures on the tally sheet correspond with the figures on the returns.

Witness my hand this the **7th** day of May, 2016



Peter Dewing, Mayor
Presiding Officer of Canvassing Authority



Danny Simpson, Mayor Pro Tem

Northlake Canvass — Total Voters — Official
Denton County — 2016 May Joint Election — May 07, 2016

Page 1 of 3

05/18/2016 10:33 AM

Total Number of Voters : 28,529 of 377,308 = 7.56%

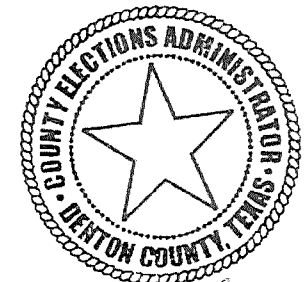
Precincts Reporting 210 of 210 = 100.00%

Number of District Voters: 195 of 1,352 = 14.42%

District Precincts Reporting 3 of 3 = 100.00%

Northlake Place 1

Precinct	Absentee Ballots Cast	Early Ballots Cast	Election Ballots Cast	Total Ballots Cast	Registered Voters	Percent Turnout	Jean Young	Tammy Wright	Totals
4002 42	0	0	0	0	4	00.00%	0	0	0
4035 42	1	62	102	165	1284	12.85%	90	75	165
4035 55	2	15	13	30	64	46.88%	23	7	30
Totals	3	77	115	195	1352		113	82	195



Kenneth Noble

Northlake Canvass — Total Voters — Official
Denton County — 2016 May Joint Election — May 07, 2016

Page 2 of 3

05/18/2016 10:33 AM

Total Number of Voters : 28,529 of 377,308 = 7.56%

Precincts Reporting 210 of 210 = 100.00%

Number of District Voters: 195 of 1,352 = 14.42%

District Precincts Reporting 3 of 3 = 100.00%

Northlake Place 2

Precinct	Absentee Ballots Cast	Early Ballots Cast	Election Ballots Cast	Total Ballots Cast	Registered Voters	Percent Turnout	Mike McBride	Totals
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4002 42	0	0	0	0	4	00.00%	0	0
4035 42	1	62	102	165	1284	12.85%	129	129
4035 55	2	15	13	30	64	46.88%	11	11
Totals	3	77	115	195	1352		140	140



Lamar Noble

Northlake Canvass — Total Voters — Official
Denton County — 2016 May Joint Election — May 07, 2016

Page 3 of 3

05/18/2016 10:33 AM

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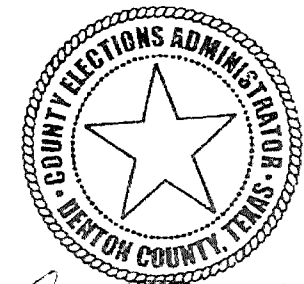
Precincts Reporting 210 of 210 = 100.00%

Number of District Voters: 195 of 1,352 = 14.42%

District Precincts Reporting 3 of 3 = 100.00%

Northlake Place 3

Precinct	Absentee Ballots Cast	Early Ballots Cast	Election Ballots Cast	Total Ballots Cast	Registered Voters	Percent Turnout	Michael C. Ganz	Totals
4002 42	0	0	0	0	4	00.00%	0	0
4035 42	1	62	102	165	1284	12.85%	130	130
4035 55	2	15	13	30	64	46.88%	12	12
Totals	3	77	115	195	1352		142	142



Lennie Noble

Northlake Cumulative — Official
Denton County — 2016 May Joint Election — May 07, 2016

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05/18/2016 10:34 AM

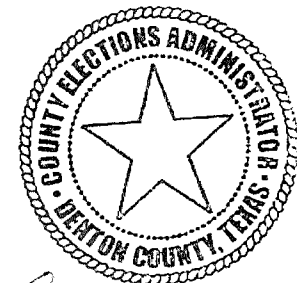
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Precincts Reporting 210 of 210 = 100.00%

District Precincts Reporting 3 of 3 = 100.00%

Party	Candidate	Absentee		Early		Election		Total	
Northlake Place 1, Vote For 1									
	Jean Young	2	66.67%	38	49.35%	73	63.48%	113	57.95%
	Tammy Wright	1	33.33%	39	50.65%	42	36.52%	82	42.05%
	Cast Votes:	3	100.00%	77	100.00%	115	100.00%	195	100.00%
	Over Votes:	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	Under Votes:	0	0.00%	0	0.00%	0	0.00%	0	0.00%
Northlake Place 2, Vote For 1									
	Mike McBride	1	100.00%	57	100.00%	82	100.00%	140	100.00%
	Cast Votes:	1	33.33%	57	74.03%	82	71.30%	140	71.79%
	Over Votes:	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	Under Votes:	2	66.67%	20	25.97%	33	28.70%	55	28.21%
Northlake Place 3, Vote For 1									
	Michael C. Ganz	1	100.00%	57	100.00%	84	100.00%	142	100.00%
	Cast Votes:	1	33.33%	57	74.03%	84	73.04%	142	72.82%
	Over Votes:	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	Under Votes:	2	66.67%	20	25.97%	31	26.96%	53	27.18%



Lanette Noble

TOWN OF NORTHLAKE

2. Briefing

C. Town Hall Lease Space Briefing

D. FY 2016 Northlake Investment Policy Update

E. FY 2016 Budget Planning Workshop: Preliminary Budget Outlook



Honorable Council & Mayor of Northlake,

J. Young Land & Cattle LTD is submitting a proposal for the Council and Staff's consideration for a Town Hall site and building on 12 acres of land on FM 407 with Faught RD located on the west side of the property. We will build an initial structure with plans to expand the complex as needed for the Town. We want to offer another choice for the Town in its desire to move the Town Hall to an area to allow more space and better office solutions for security and to eventually eliminate the need for portable buildings.

There are quite a few advantages to this site, besides the future room to accommodate Town Hall growth:

- 1) The site has roads on North and East boundaries, and future plans for Faught Rd on the west, which gives extreme accessibility.
- 2) Initial lease commitment of 5 years at current standard rates of \$30 per square foot, and extended terms can be agreed upon.
- 3) Owner will finish out or agree upon an allowance for the town to finish out the building.
- 4) Only a one time move and this might be the "forever" home of the town.
- 5) Future Opportunity for Purchase if desired by the town
- 6) The Town could have first right of refusal on any expansion space.

Thank you so much for the possible opportunity to help the town as it grows.

Sincerely,

Robin L-S Young

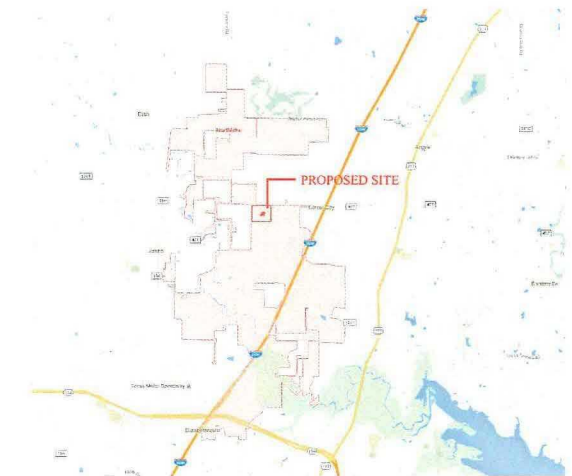
V-P J. Young Land & Cattle LTD.

13737 FM 1171

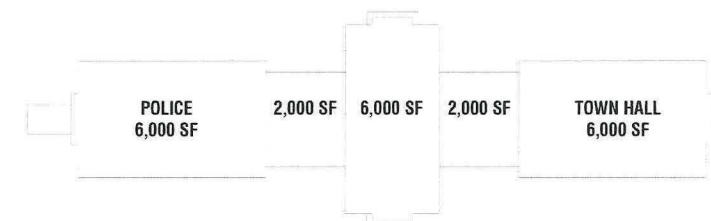
Northlake, TX 76262

(940) 765-2907 cell

robinyng@pwhome.com



VICINITY MAP



TOTAL BUILDING SQUARE FOOTAGE: 22,000 SF
TOTAL PARKING COUNT: 120 SPACES



1 NORTH ELEVATION
3/32" = 1'-0"



TOWN OF NORTHLAKE **NORTHLAKE TOWN HALL AND POLICE BUILDING**









INVESTMENT POLICY TOWN OF NORTHLAKE, TEXAS

I. POLICY STATEMENT

It is the policy of the Town that the administration of its funds and the investment of those funds shall be handled as its highest public trust. Investments shall be made in a manner which will provide the maximum security of principal invested through limitations and diversification while meeting the daily cash flow needs of the Town and conforming to all applicable state statutes governing the investment of public funds.

The receipt of a market rate of return will be secondary to the requirements for safety and liquidity. It is the intent of the Town to be in complete compliance with local law and the Texas Public Funds Investment Act (the "Act"). The earnings from investment will be used in a manner that best serves the interests of the Town.

II. SCOPE

This investment policy applies to all the financial assets and funds of the Town. The Town commingles its funds into pooled investment accounts for investment purposes for efficiency and maximum investment opportunity. These funds are defined in the Town's Comprehensive Annual Financial Report (CAFR) and include:

- General Fund
- Debt Service Fund
- Utility Fund
- Hotel Occupancy Tax Fund
- Economic Development Corporation Fund
- Community Development Corporation Fund
- Special Court Revenue Fund
- Donations Fund
- Seizure Fund
- Equipment Fund
- Water and Sewer Impact Fee Fund
- Capital Improvement Projects Fund
- Public Improvement District Fund

Any new funds created by the Town unless specifically exempted by the Town Council and this policy.

III. OBJECTIVES AND STRATEGY

It is the policy of the Town that all funds shall be managed and invested with six primary objectives, listed in order of their priority: safety, suitability, liquidity, diversification, yield and marketability. Investments are to be chosen in a manner which promotes diversity by market sector, credit and maturity. The choice of high-grade government investments and high-grade, money market instruments are designed to assure the marketability of those investments should liquidity needs arise. To match anticipated cash flow requirements the maximum weighted average maturity of the overall portfolio may not exceed six months. However, under certain market conditions the Investment Officer or authorized delegates may need to shorten or lengthen the average life or duration of the portfolio to protect the Town's investment portfolio.

Safety of Principal

Safety of principal is the foremost objective of the Town. Investments of the Town shall be undertaken in a manner that seeks to insure the preservation of capital in the overall portfolio.

Suitability

All investments authorized in the Town's Investment Policy are suitable for the Fund types listed in Section II of the policy.

Liquidity

The Town's investment portfolio will be based on a cash flow analysis of needs and will remain sufficiently liquid to enable it to meet all operating requirements which might be reasonably anticipated.

Diversification

Diversification of the portfolio will include diversification by maturity and market sector and will include the use of a number of broker/dealers for diversification and market coverage. Competitive bidding will be used on each sale and purchase.

Yield

The Town's investment portfolio shall be designed with the objective of attaining a market rate of return, taking into account the Town's risk constraints and the cash flow needs of the portfolio. "Market rate of return" may be defined as the average yield of the current six month U.S. Treasury Bill.

Marketability

Securities with active and efficient secondary markets are needed in the event of an unanticipated cash requirement.

Effective cash management is recognized as essential to good fiscal management. Cash management is defined as the process of managing monies in order to ensure maximum cash availability. The Town shall maintain a comprehensive cash management program which includes collection of accounts receivable, prudent investment of its available cash, disbursement of payments in accordance with invoice terms and the management of banking services.

IV. LEGAL LIMITATIONS, RESPONSIBILITIES AND AUTHORITY

Direct specific investment parameters for the investment of public funds in Texas are found in the Public Funds Investment Act, Chapter 2256, Texas Government Code, (the "Act"). The Act is attached as Exhibit A. The Public Funds Collateral Act, Chapter 2257, Texas Government Code, specifies collateral requirements for all public funds deposits. All investments will be made in accordance with these statutes.

V. DELEGATION OF INVESTMENT AUTHORITY

The Town Administrator or his/her designee, acting on behalf of the Town, is designated as the Investment Officer of the Town and is responsible for insuring that the investment management decisions and activities are conducted in accordance with the Town's Investment Policy. The Administrator is also responsible for considering the quality and capability of staff, investment advisors, and consultants involved in investment management and procedures. All participants in the investment process shall seek to act responsibly as custodians of the public trust.

The Investment Officer shall ensure that periodic training in investments for all involved in the investment process is provided through courses and seminars offered by professional organizations and associations in order to insure the quality and capability of the Town's investment personnel making investment decisions in compliance with the Act.

The Investment Officer shall ensure that all involved in the investment process, to include investment committee members, comply with the ethics guidelines in the Act and disclose any conflicts of interest or personal business relationships that may exist.

The Investment Officer shall develop and maintain written administrative procedures for the operation of the investment program which are consistent with this Investment Policy. Procedures will include reference to safekeeping, require and include the "Bond Market Master Repurchase Agreements" (as applicable), wire transfer agreements, banking services contracts, and other investment related activities.

The Investment Officer shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials and staff. The Investment Officer shall designate a staff person as a liaison/deputy in the event circumstances require timely action and the Investment Officer is not available.

No officer or designee may engage in an investment transaction except as provided under the terms of this Policy and the procedures established.

Authorization Resolution

A Trading Resolution is established with this investment policy and attached hereto, authorizing the Investment Officer to engage in investment transactions on behalf of the Town. The persons authorized by the Trading Resolution to transact business for the Town are also authorized to approve wire transfers used in the process of investing.

VI. PRUDENCE

The standard of prudence to be used in the investment function shall be the "prudent person" standard and shall be applied in the context of managing the overall portfolio. This standard states:

"Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion, and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the expected income to be derived."

Monitoring of Investment Portfolio

The Investment Officer shall monitor the investment portfolio and shall keep the Council informed of significant declines in the market value of the Town's investment portfolio. Information sources may include financial/investment publications, depository banks, commercial or investment banks, financial advisors, and representatives/advisors of investment pools or money market funds. Monitoring shall be done monthly or as often as economic conditions warrant by using appropriate reports, indices or benchmarks for the type of investment. Upon awareness by investment staff of a downgrade in a investment in the Town's portfolio, prudent measures shall be taken to liquidate a investment that is downgraded to less than the required minimum rating.

Limitation of Personal Liability

The Investment Officer and those delegated investment authority under this Policy, when acting in accordance with the written procedures and this Policy and in accord with the Prudent Person Rule, shall be relieved of personal liability in the management of the portfolio provided that deviations from expectations for a specific security's credit risk or market price change or portfolio shifts are reported in a timely manner and that appropriate action is taken to control adverse market effects.

VII. INTERNAL CONTROLS

The Investment Officer shall establish a system of written internal controls which will be reviewed annually with the independent auditor of the Town. The controls shall be designed to prevent loss of public funds due to fraud, employee error, misrepresentation by third parties, unanticipated market changes, or imprudent actions by employees of the Town.

Cash Flow Forecasting

Cash flow forecasting is designed to protect and sustain cash flow requirements of the Town. Supplemental to the financial and budgetary systems, the Investment Officer will maintain a cash flow forecasting process designed to monitor and forecast cash positions for investment purposes.

VIII. AUTHORIZED INVESTMENTS

Acceptable investments under this policy shall be limited to the instruments listed below and as further described by the Public Funds Investment Act.

- A. Obligations of the United States Government, its agencies and instrumentalities, and government sponsoring enterprises, not to exceed two years to stated maturity, excluding collateralized mortgage obligations (CMOs);
- B. Fully insured or collateralized certificates of deposit from a bank doing business in the State of Texas and under the terms of a written depository agreement with that bank, not to exceed one year to stated maturity;
- C. Repurchase agreement and reverse repurchase agreements as defined by the Act, not to exceed 90 days to stated maturity, provided an executed Bond Market Master Repurchase Agreement is on file with the Town and the counterparty bank or primary dealer. Flex repurchase agreements used specifically for capital projects may extend beyond two years but only to match the expenditure plan of the projects;
- D. No-load, SEC registered money market funds, not to exceed a weighted average maturity of 90 day, each approved specifically before use by the Town
- E. Constant dollar Texas Local Government Investment Pools as defined by the Public Funds Investment Act. A pool must be continuously rated no lower than AAA or AAAM or at an equivalent rating by at least one nationally recognized rating agency.

If additional types of securities are approved for investment by public funds by state statute, they will not be eligible for investment by the Town until this policy has been amended and the amended version approved by the Town Council.

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- Proof of current registration with the State Securities Commission, and
- Completion of a Town questionnaire.

Every broker/dealer and bank with which the Town transacts business will be provided a copy of this Investment Policy to assure that they are familiar with the goals and objectives of the investment program. A representative of the firm will be required to return a signed certification stating that the Policy has been received and reviewed and that controls are in place to assure that only authorized securities are sold to the Town.

X. DIVERSIFICATION AND MATURITY LIMITATIONS

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<u>Security Type</u>	<u>Max % of Portfolio</u>
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U.S. Government agencies and instrumentalities	not to exceed 50%
Fully insured or collateralized CDs	not to exceed 30%
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Money Market funds	100%
For Bond funds	80%
Local Government Investment Pools	
Liquidity Pools	100%
Maximum percent ownership of pool	not to exceed 10%
For Bond Funds	not authorized

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Collateralization will be required for all time and demand deposits over the applicable FDIC insurance coverage limits and for all repurchase agreements in accordance with the collateralization requirements set forth in the Investment Policy.

In order to anticipate market changes and provide a level of additional security for all funds, the collateralization level required will be 102% of the market value of the principal and accrued interest. Collateral will be held by an independent third party safekeeping agent.

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XIV. INVESTMENT POLICY ADOPTION BY COUNCIL

The Town's Investment Policy shall be adopted annually by the Council. The policy and strategies shall be reviewed on an annual basis by the Council or a designated Committee of the Council. A written resolution approving the review and any changes to the policy from the review will be passed by the Council and recorded by the Town Secretary.

XV. COMPLIANCE AUDIT

A compliance audit of management controls on investments and adherence to this investment policy shall be completed in conjunction with the annual financial audit.

Memo

To: Honorable Mayor and Town Council
From: Drew Corn, Town Administrator
CC: Karen Bolyard, Finance Director
Shirley Rogers, Town Secretary
Date: June 9, 2016
Re: Budget Outlook for FY 2016-2017

At the June 9th council meeting, staff will present preliminary budget numbers for the upcoming fiscal year. The preliminary budget expenses are initial expense projections and budget requests as submitted by the departments. The preliminary property tax revenue is based on appraisal district estimates and is subject to significant fluctuation. Staff projected the remaining revenues.

Overall property values have finally surpassed the 2009 pre-recession levels. The precipitous decline in mineral values is expected to have bottomed out. Residential and commercial property values have increased approximately 40% and 120%, respectively. About half of the increase in residential value is new construction in Canyon Falls with the remaining half being increased appraisals on existing property. Commercial property values have a similar breakdown with the Northport 35 new construction comprising about half of the new value and increased appraisals the remaining value. Residential property values represent about 12% of the overall increase with commercial values the remainder.

The Town continues to be challenged maintaining service levels in the face of such rapid growth. Multiple positions are needed to ensure that public infrastructure is installed and inspected in a timely manner and to protect persons and property through community policing. Staff is recommending six additional staff positions: public works crew leader, infrastructure inspector and utility technician, and police sergeant, investigator and records clerk. The Town's healthcare consultant is projecting a 15% increase in medical coverage costs.

With the increase in water and sewer rates, the Town's utility operations will recover from near-term shortfalls caused by increases from the Town's wholesale treatment providers: Upper Trinity Regional Water District, Fort Worth Wholesale Water and Trinity River Authority. Impact fee collections are also anticipated to increase with the surge in new development. Although Northlake's utility system is relatively new, parts of the system are approaching twenty years of service. Proactive maintenance is crucial in ensuring continued operations. Staff is recommending the purchase of a sewer jetter to flush the waste water system. The jetter can be funded by tax notes as was the road grader which note will be paid off this upcoming fiscal year.

Budget Outlook for FY 2016-2017

June 9, 2016

Page 2 of 2

The Town's road system has been expanded through roads constructed by developers in conjunction with development. However there exist gaps in the road system between the developer improvements. In these areas, either existing business operations are in place or property owners have no intention of subdividing and developing their property and therefore be required to construct roads necessary to handle new development. With the completion of the master thoroughfare plan, staff has recommended three road projects at a total cost of \$6,800,000. This capital improvement program would be financed through certificates of obligation and the debt service paid by increase values in residential and commercial property.

FY 2016-2017 appears to be a complete economic recovery after many years of limited resources. Mineral values have bottomed-out but have been replaced with new residential and commercial value. Over the next few years many building projects are anticipated including Alliance Northport industrial and commercial, Farmer Brothers headquarters completion, and continued housing starts in Canyon Falls and four to five one-acre estate communities.

Please contact me at 940.242.5701 if you have any questions or comments.

TOWN OF NORTHLAKE

3. Regular Session

TOWN OF NORTHLAKE

4. Public Input

TOWN OF NORTHLAKE

5. Consent Items

- F. Meeting Minutes of 5-12-16
- G. Resolution approving the 2016 Northlake Investment Policy (Res. No. 16-16)
- H. Resolution authorizing continued participation with the steering committee of Cities/Towns served by ONCOR; and authorizing the payment of 11 cents per capita to the steering committee to fund activities related to ONCOR Electric Delivery Company LLC (Res. No. 16-17)
- I. A Resolution of the Town Council of the Town of Northlake, Texas, declaring certain personal property owned by the Town to be Surplus Inventory and authorizing the Town Administrator to dispose of such property (Res. No. 16-18)



**Town of Northlake, Texas
Town Council Meeting Minutes
Thursday, May 12, 2016
1400 FM 407 - Northlake Texas**

1. Mayor Peter Dewing called the Workshop Session to order at 5:30 pm and stated all members present

Council present: Peter Dewing, Jean Young, Mike McBride, Michael Ganz, Roger Sessions, Danny Simpson

Staff Present: Drew Corn, Town Administrator; Nathan Reddin, Development Director; Robert Crawford, Chief of Police; Eric Tamayo, Public Works Director; Karen Bolyard, Finance Director; and Shirley Rogers, Town Secretary

Consultants Present: Ashley Dierker, Legal Counsel; Ben McGahey, Town Engineer; Brett Gardner, Legal Counsel

Mayor Dewing recognized the following:

- | | | |
|---------------------------|------------------------------------|--|
| A. Employee Recognition | Eric Tamayo, Public Works Director | 5 Years of Service |
| B. Proclamation No. 16-02 | National Police Week | May 15 th – 21 st , 2016 |
| C. Proclamation No. 16-03 | National Public Works Week | May 15 th – 21 st , 2016 |
| D. Proclamation No. 16-04 | Motorcycle Safety-Awareness Month | May 2016 |

2. Briefing Items

- E. Comprehensive Land Use Plan Update presented by Brian Guenzel with SJR Consultants
- F. Rosa's Café Pole Sign Meritorious Exception briefed by Nathan Reddin
- G. Regional Drought Contingency Plan and Watering Stages briefed by Drew Corn
- H. Budget Goals Update for FY 2016 and Proposed Budget Principals for FY 2017 briefed by Mayor Dewing and Drew Corn
- I. Proposed Capital Improvement Program briefed by Drew Corn

3. Regular Session

Mayor Dewing called the Regular Session to order at 6:47 pm and stated all members present
Pledge of Allegiance and a Moment of Silence was observed

4. Public Input - none

5. Consent Items

Councilmember Sessions moved to approve the consent items listed below. 2nd by Mayor Pro Tem Simpson

Vote: motion passed unanimous

J. Meeting Minutes of 4-14-16

K. Acceptance of easements for the water line extension to serve the Outdoor Learning Center

L. Ordinance No. 16-0512A of the Town Council of the Town of Northlake Texas approving a negotiated settlement between the Atmos Cities Steering Committee ("ACSC") and Atmos Energy Corp., Mid-Tex Division regarding the Company's 2016 Rate Review Mechanism Filings; declaring existing rates to be unreasonable; adopting tariff's that reflect rate adjustments consistent with the negotiated settlement; finding the rates to be set by the settlement tariff's to be just and reasonable and in the public interest; requiring the Company to reimburse ACSC'S reasonable ratemaking expenses; determining that this Ordinance was passed in accordance with the requirements of the Texas Open Meetings Act; adopting a savings clause; declaring an effective date; and requiring delivery of this Ordinance to the Company and the ACSC'S Legal Counsel

6. Regular Items

N. Councilman McBride moved to approve the Preliminary Plat of Creek Meadows, Phase 1 & 2, a proposed development consisting of 26 single-family residential lots within the extraterritorial jurisdiction of the Town of Northlake on a 31.39-acre tract of land out of the Patrick Rock Survey, Abstract No. 1063, generally located on the east side of Faught Road approximately 2,700 feet north of FM 407. Faith 407 Holdings, LLC is the owner/applicant. Greg Edwards Engineering Services, Inc. is the engineer. Kaz Surveying is the surveyor. Case # PP-16-003. 2nd by Councilman Ganz

Vote: motion passed
For: McBride, Ganz, Young
Against: Simpson, Sessions

O. Ratify Public Improvement District No. 1 (Harvest PID) Fiscal Year 2015-2016 Budget, Five Year Service Plan and 2016 Assessment Roll

i. Public Hearing was open by Mayor Dewing at 7:06 pm

No one came forward for or against

Public Hearing closed by Mayor Dewing at 7:07 pm

ii. Councilman McBride moved to approve Ordinance No. 16-0512B. 2nd by Councilman Ganz

Vote: motion passed unanimous

P. Meritorious Exception for billboard relocation and conversion to digital VR 16-001

i. Public Hearing opened by Mayor Dewing at 7:09 pm

No one came forward for or against

Public Hearing closed by Mayor Dewing at 7:10 pm

ii. Councilman McBride moved to approve Resolution No. 16-14. 2nd by Councilman Ganz

Vote: motion passed unanimous

7. Executive Session

Mayor Dewing convene the council into closed session at 7:10 pm

- 1) In accordance with Texas Government Code, Section 551.071, consultation with attorney regarding pending or contemplated litigation or a settlement offer involving - Town of Northlake vs City of Justin
- 2) In accordance with Texas Government Code, Section 551.071, consultation with attorney regarding pending or contemplated litigation or a settlement offer involving- Hath Hathaway vs Town of Northlake, Case 4:16-cv-00251
- 3) In accordance with Texas Government Code, Section 551.072, consultation with attorney regarding contract negotiations on the purchase, exchange, lease, or value of real property

Mayor Dewing reconvened the council into open session at 8:02 pm

Mayor Dewing stated no action was taken as a result of the closed session

8. Mayor Dewing adjourned the meeting at 8:03 pm

PASSED AND APPROVED ON THIS THE 9TH DAY OF JUNE, 2016

TOWN OF NORTHLAKE, TEXAS

Peter Dewing, Mayor

Attest:

Shirley Rogers, Town Secretary



TOWN OF NORTHLAKE, TEXAS

RESOLUTION NO. 16-16

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF NORTHLAKE, TEXAS,
APPROVING THE TOWN OF NORTHLAKE INVESTMENT POLICY**

WHEREAS, the Town of Northlake, Texas, acknowledges the high priority of providing the necessary guardianship of public funds in the municipal sector; and

WHEREAS, the Town Council expressly intends to set high fiscal standards, delegate treasury and investment duties to appropriate officials, and to review the actual performance at regular intervals; and

WHEREAS, the Town Council hereby intends to implement investment requirements set forth in Texas Revised Civil Statutes Annotated, Article 4413 (34c) and 2256.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF NORTHLAKE, TEXAS:

SECTION 1. The Town Council has reviewed and hereby adopts the Town of Northlake Investment Policy June 9, 2016, including all revisions and changes required under State law or recommended by Town staff. This investment policy replaces the investment policy dated June 2015.

PASSED AND APPROVED THIS THE 9TH DAY OF JUNE, 2016

TOWN OF NORTHLAKE, TEXAS

PETER DEWING, Mayor

ATTEST:

SHIRLEY ROGERS, Town Secretary

INVESTMENT POLICY TOWN OF NORTHLAKE, TEXAS

I. POLICY STATEMENT

It is the policy of the Town that the administration of its funds and the investment of those funds shall be handled as its highest public trust. Investments shall be made in a manner which will provide the maximum security of principal invested through limitations and diversification while meeting the daily cash flow needs of the Town and conforming to all applicable state statutes governing the investment of public funds.

The receipt of a market rate of return will be secondary to the requirements for safety and liquidity. It is the intent of the Town to be in complete compliance with local law and the Texas Public Funds Investment Act (the "Act"). The earnings from investment will be used in a manner that best serves the interests of the Town.

II. SCOPE

This investment policy applies to all the financial assets and funds of the Town. The Town commingles its funds into pooled investment accounts for investment purposes for efficiency and maximum investment opportunity. These funds are defined in the Town's Comprehensive Annual Financial Report (CAFR) and include:

- General Fund
- Debt Service Fund
- Utility Fund
- Hotel Occupancy Tax Fund
- Economic Development Corporation Fund
- Community Development Corporation Fund
- Special Court Revenue Fund
- Donations Fund
- Seizure Fund
- Equipment Fund
- Water and Sewer Impact Fee Fund
- Capital Improvement Projects Fund
- Public Improvement District Fund

Any new funds created by the Town unless specifically exempted by the Town Council and this policy.

III. OBJECTIVES AND STRATEGY

It is the policy of the Town that all funds shall be managed and invested with six primary objectives, listed in order of their priority: safety, suitability, liquidity, diversification, yield and marketability. Investments are to be chosen in a manner which promotes diversity by market sector, credit and maturity. The choice of high-grade government investments and high-grade, money market instruments are designed to assure the marketability of those investments should liquidity needs arise. To match anticipated cash flow requirements the maximum weighted average maturity of the overall portfolio may not exceed six months. However, under certain market conditions the Investment Officer or authorized delegates may need to shorten or lengthen the average life or duration of the portfolio to protect the Town's investment portfolio.

Safety of Principal

Safety of principal is the foremost objective of the Town. Investments of the Town shall be undertaken in a manner that seeks to insure the preservation of capital in the overall portfolio.

Suitability

All investments authorized in the Town's Investment Policy are suitable for the Fund types listed in Section II of the policy.

Liquidity

The Town's investment portfolio will be based on a cash flow analysis of needs and will remain sufficiently liquid to enable it to meet all operating requirements which might be reasonably anticipated.

Diversification

Diversification of the portfolio will include diversification by maturity and market sector and will include the use of a number of broker/dealers for diversification and market coverage. Competitive bidding will be used on each sale and purchase.

Yield

The Town's investment portfolio shall be designed with the objective of attaining a market rate of return, taking into account the Town's risk constraints and the cash flow needs of the portfolio. "Market rate of return" may be defined as the average yield of the current six month U.S. Treasury Bill.

Marketability

Securities with active and efficient secondary markets are needed in the event of an unanticipated cash requirement.

Effective cash management is recognized as essential to good fiscal management. Cash management is defined as the process of managing monies in order to ensure maximum cash availability. The Town shall maintain a comprehensive cash management program which includes collection of accounts receivable, prudent investment of its available cash, disbursement of payments in accordance with invoice terms and the management of banking services.

IV. LEGAL LIMITATIONS, RESPONSIBILITIES AND AUTHORITY

Direct specific investment parameters for the investment of public funds in Texas are found in the Public Funds Investment Act, Chapter 2256, Texas Government Code, (the "Act"). The Act is attached as Exhibit A. The Public Funds Collateral Act, Chapter 2257, Texas Government Code, specifies collateral requirements for all public funds deposits. All investments will be made in accordance with these statutes.

V. DELEGATION OF INVESTMENT AUTHORITY

The Town Administrator or his/her designee, acting on behalf of the Town, is designated as the Investment Officer of the Town and is responsible for insuring that the investment management decisions and activities are conducted in accordance with the Town's Investment Policy. The Administrator is also responsible for considering the quality and capability of staff, investment advisors, and consultants involved in investment management and procedures. All participants in the investment process shall seek to act responsibly as custodians of the public trust.

The Investment Officer shall ensure that periodic training in investments for all involved in the investment process is provided through courses and seminars offered by professional organizations and associations in order to insure the quality and capability of the Town's investment personnel making investment decisions in compliance with the Act.

The Investment Officer shall ensure that all involved in the investment process, to include investment committee members, comply with the ethics guidelines in the Act and disclose any conflicts of interest or personal business relationships that may exist.

The Investment Officer shall develop and maintain written administrative procedures for the operation of the investment program which are consistent with this Investment Policy. Procedures will include reference to safekeeping, require and include the "Bond Market Master Repurchase Agreements" (as applicable), wire transfer agreements, banking services contracts, and other investment related activities.

The Investment Officer shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials and staff. The Investment Officer shall designate a staff person as a liaison/deputy in the event circumstances require timely action and the Investment Officer is not available.

No officer or designee may engage in an investment transaction except as provided under the terms of this Policy and the procedures established.

Authorization Resolution

A Trading Resolution is established with this investment policy and attached hereto, authorizing the Investment Officer to engage in investment transactions on behalf of the Town. The persons authorized by the Trading Resolution to transact business for the Town are also authorized to approve wire transfers used in the process of investing.

VI. PRUDENCE

The standard of prudence to be used in the investment function shall be the "prudent person" standard and shall be applied in the context of managing the overall portfolio. This standard states:

"Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion, and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the expected income to be derived."

Monitoring of Investment Portfolio

The Investment Officer shall monitor the investment portfolio and shall keep the Council informed of significant declines in the market value of the Town's investment portfolio. Information sources may include financial/investment publications, depository banks, commercial or investment banks, financial advisors, and representatives/advisors of investment pools or money market funds. Monitoring shall be done monthly or as often as economic conditions warrant by using appropriate reports, indices or benchmarks for the type of investment. Upon awareness by investment staff of a downgrade in a investment in the Town's portfolio, prudent measures shall be taken to liquidate a investment that is downgraded to less than the required minimum rating.

Limitation of Personal Liability

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XV. COMPLIANCE AUDIT

A compliance audit of management controls on investments and adherence to this investment policy shall be completed in conjunction with the annual financial audit.

**TOWN OF NORTHLAKE, TEXAS
RESOLUTION NO. 16-17**

A RESOLUTION AUTHORIZING CONTINUED PARTICIPATION WITH THE STEERING COMMITTEE OF CITIES/TOWNS SERVED BY ONCOR; AND AUTHORIZING THE PAYMENT OF 11 CENTS PER CAPITA TO THE STEERING COMMITTEE TO FUND REGULATORY AND LEGAL PROCEEDINGS AND ACTIVITIES RELATED TO ONCOR ELECTRIC DELIVERY COMPANY, LLC.

WHEREAS, the Town of Northlake is a regulatory authority under the Public Utility Regulatory Act (PURA) and has exclusive original jurisdiction over the rates and services of Oncor Electric Delivery Company, LLC (Oncor) within the municipal boundaries of the town; and

WHEREAS, the Steering Committee has historically intervened in Oncor rate proceedings and electric utility related rulemakings to protect the interests of municipalities and electric customers residing within municipal boundaries; and

WHEREAS, the Steering Committee is participating in Public Utility Commission dockets and projects, as well as court proceedings, and legislative activity, affecting transmission and distribution utility rates; and

WHEREAS, the Town is a member of the Steering Committee of Cities Served by Oncor; and

WHEREAS, the Steering Committee functions under the direction of an Executive Committee which sets an annual budget and directs interventions before state and federal agencies, courts and legislatures, subject to the right of any member to request and cause its party status to be withdrawn from such activities; and

WHEREAS, the Executive Committee in its December 2015 meeting set a budget for 2016 that compels an assessment of eleven cents (\$0.11) per capita; and

WHEREAS, in order for the Steering Committee to continue its participation in these activities which affects the provision of electric utility service and the rates to be charged, it must assess its members for such costs.

NOW THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF NORTHLAKE, TEXAS:

I.

That the Town is authorized to continue its membership with the Steering Committee of Cities Served by Oncor to protect the interests of the Town of Northlake and protect the interests of the customers of Oncor Electric Delivery Company, LLC residing and conducting business within the Town limits.

II.

The Town is further authorized to pay its assessment to the Steering Committee of eleven cents (\$0.11) per capita based on the population figures for the Town shown in the latest TML Directory of City Officials.

III.

A copy of this Resolution and the assessment payment check made payable to "*Steering Committee of Cities Served by Oncor*" shall be sent to Brandi Stigler, Steering Committee of Cities Served by Oncor, c/o City Attorney's Office, Mail Stop 63-0300, 101 S. Mesquite St., Suite 300, Arlington, Texas 76010.

PRESENTED AND PASSED on this the 9th day of June, 2016, by a vote of ___ ayes and ___ nays at a regular meeting of the Town Council of the Town of Northlake, Texas.

TOWN OF NORTHLAKE, TEXAS

Peter Dewing, Mayor

ATTEST:

Shirley Rogers, Town Secretary

APPROVED AS TO FORM:

Ashley Dierker, Town Attorney

MEMORANDUM

TO: Steering Committee of Cities Served by Oncor

FROM: Paige Mims, Chair

DATE: May 6, 2016

RE: **Action Needed – 2016 Membership Assessment Invoice**

Enclosed please find the 2016 Steering Committee of Cities Served by Oncor (“Steering Committee”) membership assessment invoice and draft resolution. These items are discussed below. We ask that your city please take action on the membership assessment as soon as possible.

Although the Steering Committee does not require that your city take action by resolution to approve the assessment, some members have requested a resolution authorizing payment of the 2016 membership assessment. Payment of the membership assessment fee shall be deemed to be in agreement with the terms of the Steering Committee participation agreement.

Please forward the membership assessment fee and, if applicable, the signed resolution to Brandi Stigler, Steering Committee of Cities Served by Oncor, c/o City Attorney’s Office, Mail Stop 63-0300, 101 S. Mesquite St., Suite 300, Arlington, Texas 76010. Checks should be made payable to: *Steering Committee of Cities Served by Oncor*. If you have any questions, please feel free to contact me at (972/941-7125) or Geoffrey Gay (ggay@lglawfirm.com, 512/322-5875) or Thomas Brocato (tbrocato@lglawfirm.com, 512/322-5857).

Membership Assessment Invoice and Resolution

The Steering Committee is the most active consumer group advocating the interests of cities and residential and small commercial customers within the cities to keep electric transmission and distribution (*i.e.*, wires) rates reasonable. Steering Committee activities protect the authority of municipalities over the regulated wires service and rates charged by Oncor Electric Delivery Company, LLC (“Oncor”).

The work undertaken by the Steering Committee has saved cities and ratepayers millions of dollars in unreasonable charges. In order to continue to be an effective voice before the Public Utility Commission of Texas (“Commission” or “PUC”), ERCOT, the Legislature, and in the courts, the Steering Committee must have your support. The membership assessment is deposited in an account which funds Steering Committee activities.

In 2015, Oncor filed for approval of a change in ownership. The Steering Committee has been an active participant in that process seeking to ensure that ratepayers are not harmed. In addition, the Steering Committee remained involved in numerous rulemakings and projects at the PUC. The Steering Committee also participated in Oncor’s Energy Efficiency Cost Recovery Factor (“EECRF”) proceeding, which is the annual proceeding to determine the surcharge to fund the Commission’s energy efficiency program.

On December 16, 2015, the Steering Committee approved the 2016 assessment for Steering Committee membership. Based upon the population-based assessment protocol previously adopted by the Steering Committee, the assessment for 2016 is a per capita fee of \$0.11 based upon the population figures for each city shown in the latest TML Directory of City Officials. The enclosed invoice represents your city's assessment amount.

To assist you in the assessment process, we have attached several documents to this memorandum for your use:

- OCSC 2015 Year in Review
- Model resolution approving the 2016 assessment (optional, provided for those cities that have requested a resolution to authorize payment)
- Model staff report supporting the resolution
- List of Steering Committee members
- 2016 Assessment invoice
- 2015 Assessment invoice and statement (only if not yet paid)
- Blank member contact form to update distribution lists

STEERING COMMITTEE CITIES SERVED BY ONCOR (Total 156)

Addison	Flower Mound	Oak Leaf
Allen	Forest Hill	Oak Point
Alvarado	Fort Worth	Odessa
Andrews	Frisco	O'Donnell
Anna	Frost	Ovilla
Archer City	Gainesville	Palestine
Argyle	Garland	Pantego
Arlington	Glenn Heights	Paris
Azle	Grand Prairie	Plano
Bedford	Granger	Pottsboro
Bellmead	Grapevine	Prosper
Belton	Haltom City	Ranger
Benbrook	Harker Heights	Rhame
Beverly Hills	Haslet	Richardson
Big Spring	Heath	Richland
Breckenridge	Henrietta	Richland Hills
Bridgeport	Hewitt	River Oaks
Brownwood	Highland Park	Roanoke
Buffalo	Honey Grove	Robinson
Burkburnett	Howe	Rockwall
Burleson	Hurst	Rosser
Caddo Mills	Hutto	Rowlett
Cameron	Iowa Park	Sachse
Canton	Irving	Saginaw
Carrollton	Jolly	Sansom Park
Cedar Hill	Josephine	Seagoville
Celina	Justin	Sherman
Centerville	Kaufman	Snyder
Cleburne	Keller	Southlake
Coahoma	Kennedale	Springtown
Colleyville	Kerens	Stephenville
Collinsville	Killeen	Sulphur Springs
Comanche	Krum	Sunnyvale
Commerce	Lake Worth	Sweetwater
Coppell	Lakeside	Temple
Copperas Cove	Lamesa	Terrell
Corinth	Lancaster	The Colony
Crowley	Lewisville	Trophy Club
Dallas	Lindale	Tyler
Dalworthington Gardens	Little Elm	University Park
DeLeon	Little River Academy	Venus
De Soto	Malakoff	Waco
Denison	Mansfield	Watauga
Duncanville	McKinney	Waxahachie
Early	Mesquite	Westover Hills
Eastland	Midland	White Settlement
Edgecliff Village	Midlothian	Wichita Falls
Ennis	Murchison	Willow Park
Eules	Murphy	Woodway
Everman	Nacogdoches	Wylie
Fairview	New Chapel Hill	
Farmers Branch	North Richland Hills	
Fate	Northlake	



RESOLUTION NO. 16-18

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF NORTHLAKE, TEXAS,
DECLARING CERTAIN PERSONAL PROPERTY OWNED BY THE TOWN TO BE SURPLUS
PROPERTY AND AUTHORIZING THE TOWN ADMINISTRATOR TO DISPOSE OF SUCH
PROPERTY**

WHEREAS, The Town Council of the Town of Northlake, Texas, has determined that certain personal property owned by the Town in the form of certain equipment is no longer needed; has been replaced by other equipment; and is no longer necessary for the Town's current or foreseeable needs; and

WHEREAS, such surplus property, while no longer being of value or benefit to the Town, may be of benefit or value to some other person or entity; and

WHEREAS, the Texas Government Code authorizes the Town to dispose of surplus proper.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF NORTHLAKE, TEXAS:

SECTION 1. The Town Council hereby finds and determines that the property identified on the attached Exhibit "A", which is hereby incorporated and made part of this Resolution as if set forth fully at length is no longer necessary for the operations of the Town of Northlake and is hereby declared to be surplus property in accordance with the Texas Government Code.

SECTION 2. The Town Administrator is hereby directed to take all reasonable steps to dispose of such items of surplus property and the proceeds there from shall be deposited to the General Fund or appropriate fund.

PASSED AND APPROVED THIS THE 9TH DAY OF JUNE, 2016

TOWN OF NORTHLAKE, TEXAS

Peter Dewing, Mayor

ATTEST:

Shirley Rogers, Town Secretary

Exhibit 'A'
Town of Northlake
Surplus Inventory

	<u>Brand</u>	<u>Model Number</u>
1	Taser	X26-X00022489
1	Taser	X26-X00170570
1	Taser	X26-X00249938
1	Taser	X26-X00470559
1	Taser	X26-X00577665
1	1996 Jeep Grand Cherokee 4x4	1J4GZ78Y3TC183124
1	2009 Cub Cadet Mower	Serial # 1K218620085

TOWN OF NORTHLAKE

6. Regular Items

- J. Meritorious Exception to the pole/pylon sign requirements of Article 11 of the Unified Development Code (UDC) for the purpose of building a 65-foot tall pole sign with a total area of 327 square feet for Rosa's Café to be located on 2.037 acres situated in the L. Medlin Survey, Abstract No. 830, known as Lot 4, Block 5, Northport Addition, generally located on the east side of IH 35W approximately 1,000 feet north of SH 114 at 18451 IH 35W. Bobby Cox Companies is the owner. Mello Signs is the applicant. Case # VR-16-002
 - i. Public Hearing
 - ii. Resolution 16-19
- K. Final Plat of Canyon Falls Village W2 Phase 2, a phase of the Canyon Falls development consisting of 51 single-family residential lots and 1 open space/HOA lot on approximately 10.136 acres of land in the M.E.P. & P.R.R. Survey, Abstract No. 913, generally located southeast of Cleveland-Gibbs Road and Westbridge Drive, and zoned Mixed-Use Planned Development (MPD). Nash Canyon Falls, LLC is the owner/applicant. J. Volk Consulting, Inc. is the engineer/surveyor. Case # FP-16-007
- L. An Ordinance of the Town of Northlake amending Chapter 11. "Traffic and Vehicles," Prohibiting overnight parking in certain locations within the Town; establishing a penalty for violation; providing for severability; providing for publication; and providing an effective date (Ord. 16-0609A)
- M. An Ordinance of the Town of Northlake, Texas, a adopting an water conservation and drought contingency plan; establishing criteria for drought response stages and restrictions on certain water uses to ensure that health and safety of Northlake citizens; providing that this ordinance shall be cumulative of all ordinances; providing a severability clause; providing a penalty for violations of the plan; providing for publication in the official newspaper and providing an effective date (Ord. 16-06-0609B)
- N. Appointment of a Mayor Pro Tem for a one-year term
- O. Appointment/Reappointment to the Northlake Economic and Community Development Corporation Board of Directors

Memo

To: Honorable Mayor and Town Council
From: Nathan Reddin, Development Director
CC: Drew Corn, Town Administrator
Shirley Rogers, Town Secretary
Date: June 9, 2016
Re: Request for Meritorious Exception for Rosa's Café Pole Sign (VR-16-002)

Purpose: Conduct a public hearing and consider a request for a meritorious exception pole/pylon sign requirements of Article 11 of the Unified Development Code (UDC) for the purpose of building a 65-foot tall pole sign with a total area of 327 square feet for Rosa's Café to be located on 2.037 acres situated in the L. Medlin Survey, Abstract No. 830, known as Lot 4, Block 5, Northport Addition, generally located on the east side of IH 35W approximately 1,000 feet north of SH 114 at 18451 IH 35W.

Public Hearing Information: Northlake's Unified Development Code (UDC) requires that "prior to consideration of an application for a meritorious exception, the Town Council shall hold a public hearing, with notice given according to the procedure for a zoning change." The public hearing is scheduled to be held at this meeting.

Notice of the public hearing was published in the Denton Record Chronicle, and a notice was mailed to all property owners within 200 feet of the subject property. Staff has received no response from the notifications as of the writing of this memo. Any responses received prior to the public hearing will be presented at the Town Council meeting.

Applicant: Mello Signs

Owner/Developer: Bobby Cox Companies

Existing Conditions: The site is currently vacant, but construction has begun on a 6,940 square-foot Rosa's Café and Tortilla Factory on the site.

Zoning/Existing Land Uses Adjacent to site:

North: Commercial (C) / Vacant pad site

South: Commercial (C) / Valero gas station and convenience store

East: Commercial (C) / Regional detention pond with Farmer Brothers Headquarters & Distribution Center zoned Industrial Planned Development (IPD) opposite the detention pond

West: Texas Motor Speedway opposite IH 35W in the City of Fort Worth

Background: A building permit for the construction of the Rosa's Café was recently approved following Town Council approval of the site plan and final plat for the development on March 10, 2016. As the

applicant prepared to submit the sign permit application, it was determined that the pole sign proposed exceeded the maximum height and area allowed by the UDC. The owner/operator of Rosa's Café, Bobby Cox Companies, has submitted a meritorious exception request to allow for a 65-foot tall sign with a total sign area of 327 square feet. Approval of a meritorious exception request is necessary to permit the height and area which both exceed the sign regulations of the Town outlined in the Unified Development Code (UDC). The UDC allows a maximum area of 150 square feet and a maximum height of 45 feet.

Analysis: A meritorious exception approval is necessary to permit the pole sign as proposed. The UDC provides for the consideration of a meritorious exception in Sec. 11.17 of Article 11, Signs, stating "It is not the intention of these criteria to discourage innovation. It is entirely conceivable that signage proposals could be made that, while clearly nonconforming to this UDC [or in this case the planned development] and thus not allowable under these criteria, have obvious merit in not only being appropriate to the particular site or location, but also in making a positive contribution to the visual environment." It also outlines the following factors for the Town Council to consider in determining the extent of any exceptions granted. Staff has provided commentary on factors one and two which deal with the extent to which the proposed sign meets the standards and/or spirit and intent of the UDC's sign requirements.

1. The extent to which the application meets other specific standards of this section; and,

The application appears to meet all sign requirements except for maximum height and maximum area. The proposed height of 65 feet exceeds the maximum allowable height of 45 feet by 20 feet or 44%. The proposed sign face area of 327 square feet exceeds the maximum allowable area of 150 square feet by 177 square feet or 118%. The total sign area includes two components, a 255 square-foot cabinet with logo and a 72 square-foot Electronic Variable Message Sign (EVMS). An EVMS is allowed, but it is limited to an area of 40% of the total permitted sign face area. The 72 square-foot EVMS proposed is just 22% of the overall sign face proposed, but it 48% if the typical maximum sign face size of 150 square feet.

2. The extent to which the application meets the spirit and intent of this chapter through the use of materials, colors, and design to create a sign of exceptional quality and appearance; and,

The proposed sign meets the minimum requirements for materials, colors, and design. However, several types of signs require additional design features or materials that may be warranted to improve the appearance of a sign exceeding the maximum size requirements. Multi-Tenant Development Signs (MTDS) are permitted up to a height of 60-feet (or higher upon review and approval of a Unified Sign Development Plan) along Limited Access Highways such as IH 35W, but such signs must be "constructed of materials and a design consistent with the buildings on the property" and "architectural embellishments are encouraged." Through the MTDS, the UDC has established the expectation of enhanced design and advertising for multiple businesses to efficiently minimize the total number of sign structures while maintaining maximum visibility by allowing greater height. In addition, "the design, materials, and finish of a Monument Sign shall match those of the buildings on the same lot," and they must be constructed entirely of masonry materials or include a 1-foot masonry border around all sides. While

June 9, 2016

Request for Meritorious Exception for Rosa's Café Pole Sign

Page 3 of 3

the proposed sign incorporates elements of the color scheme for the restaurant, it does not appear to use any stucco or stone which are the primary building materials.

3. The positive or negative impact of the proposed project on surrounding property use and property values, in comparison to the expected impact of a project which could be built in conformance with standards of this ordinance; and,
4. The extent to which the proposed project accomplishes Town goals as stated in the Comprehensive Plan or other approved document.

The goals of the 2009 Comprehensive Plan are incorporated in six Strategic Issues. The Strategic Issue most likely to apply in this case is Strategic Issue 3: Quantity and Location of Development. An excerpt from the Comprehensive Plan is attached for your reference to determine the extent to which the goals are accomplished with this meritorious exception request.

5. A meritorious exception shall not be granted to serve as a convenience to the applicant, or for reasons related to economic hardship.

Upon considering the above factors, the Town Council may approve a meritorious exception to allow construction of a pole sign as proposed in the request which is incorporated in the attached resolution as Exhibit A. The Town Council may also choose to deny the request or to approve it with conditions that may help better address the factors outlined above.

Attachments:

- Resolution No. 16-19
- Public Hearing Information – Notice & Contact List
- Excerpt from 2009 Comprehensive Plan – Strategic Issue 3: Quantity and Location of Development
- Northlake Sign Permit History



TOWN OF NORTHLAKE, TEXAS

RESOLUTION NO. 16-19

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF NORTHLAKE, TEXAS, APPROVING AND AUTHORIZING A MERITORIOUS EXCEPTION TO THE POLE/PYLON SIGN REQUIREMENTS OF ARTICLE 11 OF THE UNIFIED DEVELOPMENT CODE (UDC) FOR THE PURPOSE OF BUILDING A 65-FOOT TALL POLE SIGN WITH A TOTAL AREA OF 327 SQUARE FEET FOR ROSA'S CAFÉ TO BE LOCATED AT 18451 IH 35W

WHEREAS, Bobby Cox Companies proposes to build a Rosa's Café and Tortilla Factory at on 2.037 acres situated in the L. Medlin Survey, Abstract No. 830, known as Lot 4, Block 5, Northport Addition, generally located on the east side of IH 35W approximately 1,000 feet north of SH 114 at 18451 IH 35W; and

WHEREAS, a 65-foot tall with a total sign area of 327 square feet is proposed to be constructed on the IH 35W frontage of the Rosa's Café site; and

WHEREAS, Article 11 of the Northlake Unified Development Code specifies requirements for pole signs including a maximum areas of 150 square feet and maximum height of 45 feet; and

WHEREAS, Article 11 of the Northlake Unified Development Code provides a process for the Town Council to consider requests for meritorious exceptions; and

WHEREAS, Mello Signs, on behalf of the property owner and developer Bobby Cox Companies, submitted a request for a meritorious exception as provided in Exhibit "A"; and

WHEREAS, following a public hearing, with notice given according to the procedure for a zoning change, the Town Council considered the request for a meritorious exception; and

WHEREAS, the Town Council grants the request for a meritorious exception, having considered the following factors:

1. The extent to which the application meets other specific standards of the [Town's sign regulations]; and
2. The extent to which the application meets the spirit and intent of [Town's sign regulations] through the use of materials, colors, and design to create a sign of exceptional quality and appearance; and
3. The positive or negative impact of the proposed project on surrounding property use and property values, in comparison to the expected impact of a project which could be built in conformance with standards of [Unified Development Code]; and
4. The extent to which the proposed project accomplishes Town goals as stated in the Comprehensive Plan or other approved document; and

5. A meritorious exception shall not be granted to serve as a convenience to the applicant, or for reasons related to economic hardship.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF NORTHLAKE, TEXAS:

SECTION 1. All of the above premises are true and correct legislative and factual findings of the Town Council, and they are hereby approved, ratified and incorporated into the body of this resolution as if copied in their entirety.

SECTION 2. That the Town Council hereby finds and determines, in accordance with the authority granted to the Town Council by Article 11, Sec. 11.17 of the Northlake Unified Development Code to approve a meritorious exception at the Subject Property, that the pole sign as depicted in Exhibit "A," which is expressly incorporated herein by reference and made a part of this Resolution as if set forth fully at length herein, is hereby approved.

SECTION 3. Nothing contained in this Resolution shall constitute or be construed to be an approval of a pole sign variance or meritorious exception at any location within the jurisdiction of the Town of Northlake, including, without limitation, any sign to be constructed at the Subject Property, other than the pole sign proposed to be constructed at the Subject Property as set forth in Exhibit "A".

PASSED AND APPROVED THIS THE 9TH DAY OF JUNE, 2016

TOWN OF NORTHLAKE, TEXAS

PETER DEWING, Mayor

ATTEST:

SHIRLEY ROGERS, Town Secretary

EXHIBIT "A"



5905 Eden Dr., Unit B
Haltom City, TX 76117
Office: 682-312-5338
Fax: 682-312-8495

Meritorious Exception

May 5, 2016

To: Zoning Board of Adjustment
Town of Northlake

Re: Rosa's Café and Tortilla Factory – I-35 & Highway 114

Rosa's Café and Tortilla Factory's family looks forward to a long and successful relationship with the Town of Northlake. As in all retail endeavors, success depends on many facets. In Rosa's Café and Tortilla Factory's case: Its quality Mexican food, the best customer service, convenience, visibility, and site circulation just to name a few.

Attracting customers by attractive buildings and signage is how we can grow with first time customers, and being on the interstate necessitates letting potential customers know where we are, allowing them to make a decision to come and dine. North bound drivers have an opportunity to exit after identifying the Rosa's Café and Tortilla Factory sign if it is the larger 65' version – the smaller 45' version will go unnoticed.

The existing signs for Texas Motor Speedway, QuikTrip, and Buc-ee's are all signs large enough to allow drivers in high speed traffic to decide to exit and use the services available.

The sign we have requested is necessary for Rosa's Café and Tortilla Factory to be a success. The size is not out of scale with surrounding signs and it would create a hardship, if denied, for Rosa's Café and Tortilla Factory to reach its potential of success in the Town of Northlake.

We appreciate your consideration in this matter.

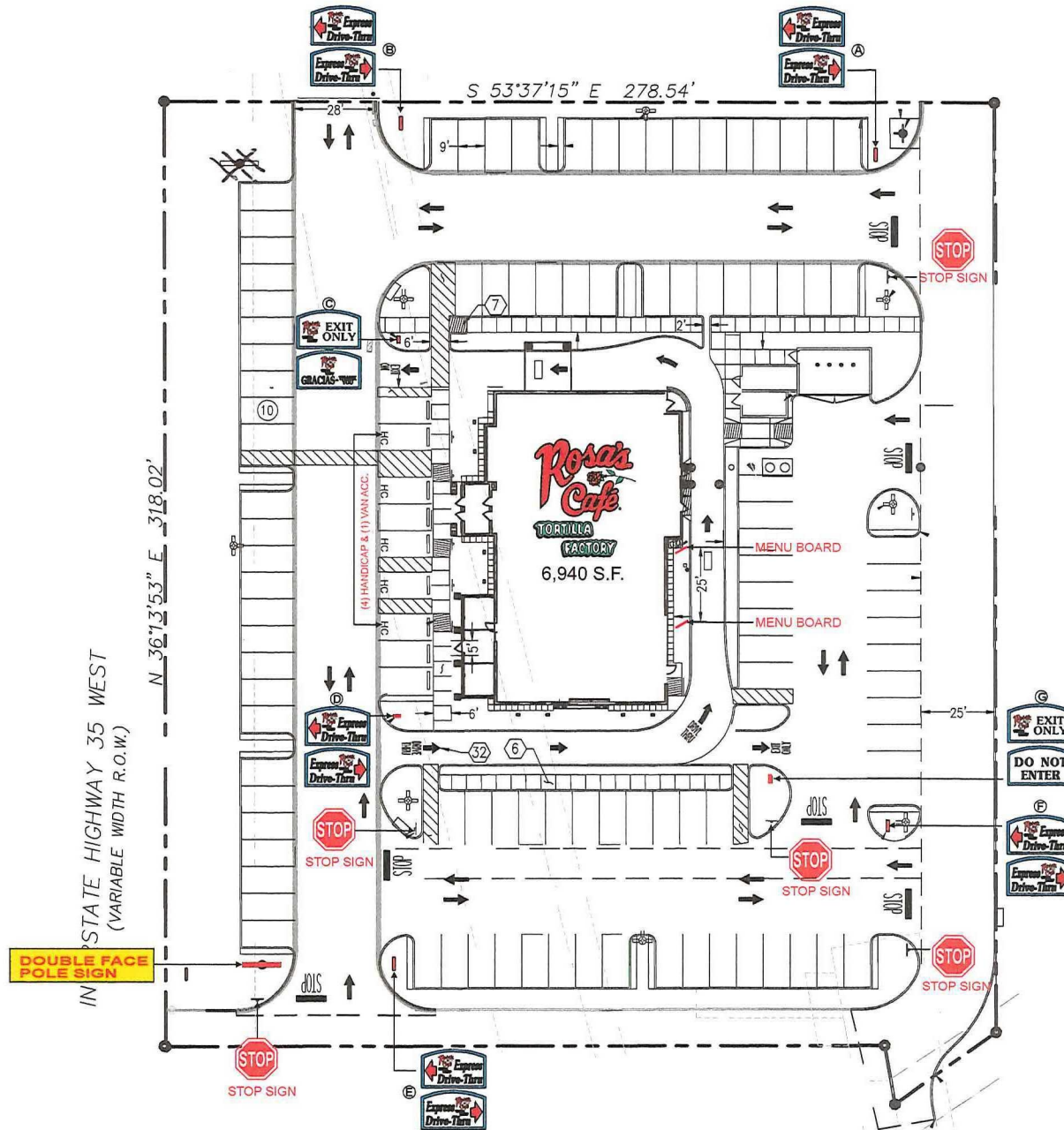
Thank you,

Kenneth R. Taft, Architect, Bobby Cox Companies.

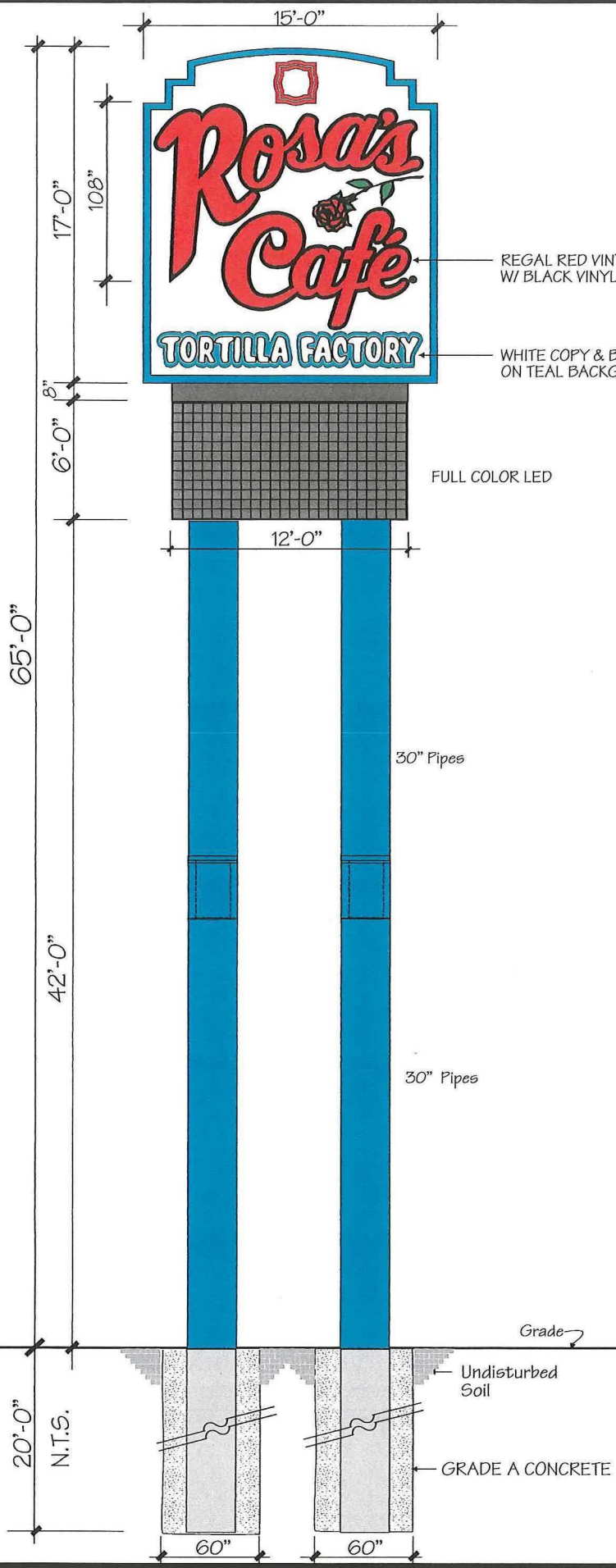
Joe Mello

Owner – Mello Signs

5/5/16



SITE PLAN
 ROSA'S CAFE
 I-35 & HWY. 114
 NORTHLAKE, TX 76262



DOUBLE FACE ILLUMINATED SIGN
 ALUMINUM CABINET PAINTED TEAL
 INTER. ILLUMINATED WITH 800 MA
 HO LAMPS
 WHITE FLEX FACES WITH REGAL RED
 TRANSLUCENT VINYL COPY AND
 BLACK VINYL OUT-LINE

REGAL RED VINYL COPY
 W/ BLACK VINYL OUT-LINE

WHITE COPY & BLACK O/L
 ON TEAL BACKGROUND

FULL COLOR LED

30" Pipes

30" Pipes

Grade

Undisturbed
 Soil

GRADE A CONCRETE



APPROVED BY:

REVISED: 05-03-16

DRAWING NUMBER: 214229-R6

DATE: 03-01-16

ROSA CAFE
 I-35 & HWY 114
 NORTHLAKE, TX 76262





PROPOSED 65'
ROSA CAFE
POLE SIGN





NOTICE OF PUBLIC HEARING

Notice is hereby given that the Northlake Town Council will hold a public hearing on Thursday, June 9, 2016, at a meeting to begin at 5:30 pm at Northlake Town Hall, 1400 FM 407, Northlake, Texas. The purpose of the hearing is to hear comments for or against a request for a meritorious exception to the pole/pylon sign requirements of Article 11 of the Unified Development Code (UDC) for the purpose of building a 65-foot tall pole sign with a total area of 327 square feet on 2.037 acres situated in the L. Medlin Survey, Abstract No. 830, to be platted as Lot 4, Block 5, Northport Addition, generally located on the east side of IH 35W approximately 1,000 feet north of SH 114 at 18451 IH 35W. Bobby Cox Companies is the owner. Mello Signs is the applicant. Case # VR-16-002.

ABOUT THIS REQUEST

A summary of the request is provided on the following page/s. If you would like more information or have any questions about this request, please contact Nathan Reddin, Development Director, at 940-242-5703 or nreddin@town.northlake.tx.us. You may also visit Northlake Town Hall between the hours of 8:00 am to 4:00 am, Monday – Friday.

PUBLIC HEARING PROCESS

The public hearing process is designed to provide opportunities for citizen involvement and comment. The public hearing is held before the Town Council. During the public hearing, interested persons are asked to sign in and speak before the Town Council to provide comments for or against the request before the Town Council. Prior to the public hearing, Northlake landowners within two hundred (200) feet of the subject property are notified of the request by mailing of this notice. Notifications are also published in the Denton Record-Chronicle.

WRITTEN RESPONSE PROCESS

You may also make your opinion known on this request by returning the enclosed Notification Response Form. Please return this form with your comments prior to the date of the public hearing. *This in no way prohibits you from attending and participating in the public hearing.* The Council is informed of the percent of responses in support and in opposition of the request.

ABOUT THIS REQUEST

A meritorious exception request has been submitted to allow for a 65-foot tall sign with a total sign area of 327 square feet. Approval of a meritorious exception request is necessary to permit the height and area which both exceed the sign regulations of the Town outlined in the Unified Development Code (UDC). The UDC allows a maximum area of 150 square feet and a maximum height of 45 feet. A summary of the meritorious exception process is on the following page. Details on this request are provided in the enclosed letter and exhibits submitted by the applicant.

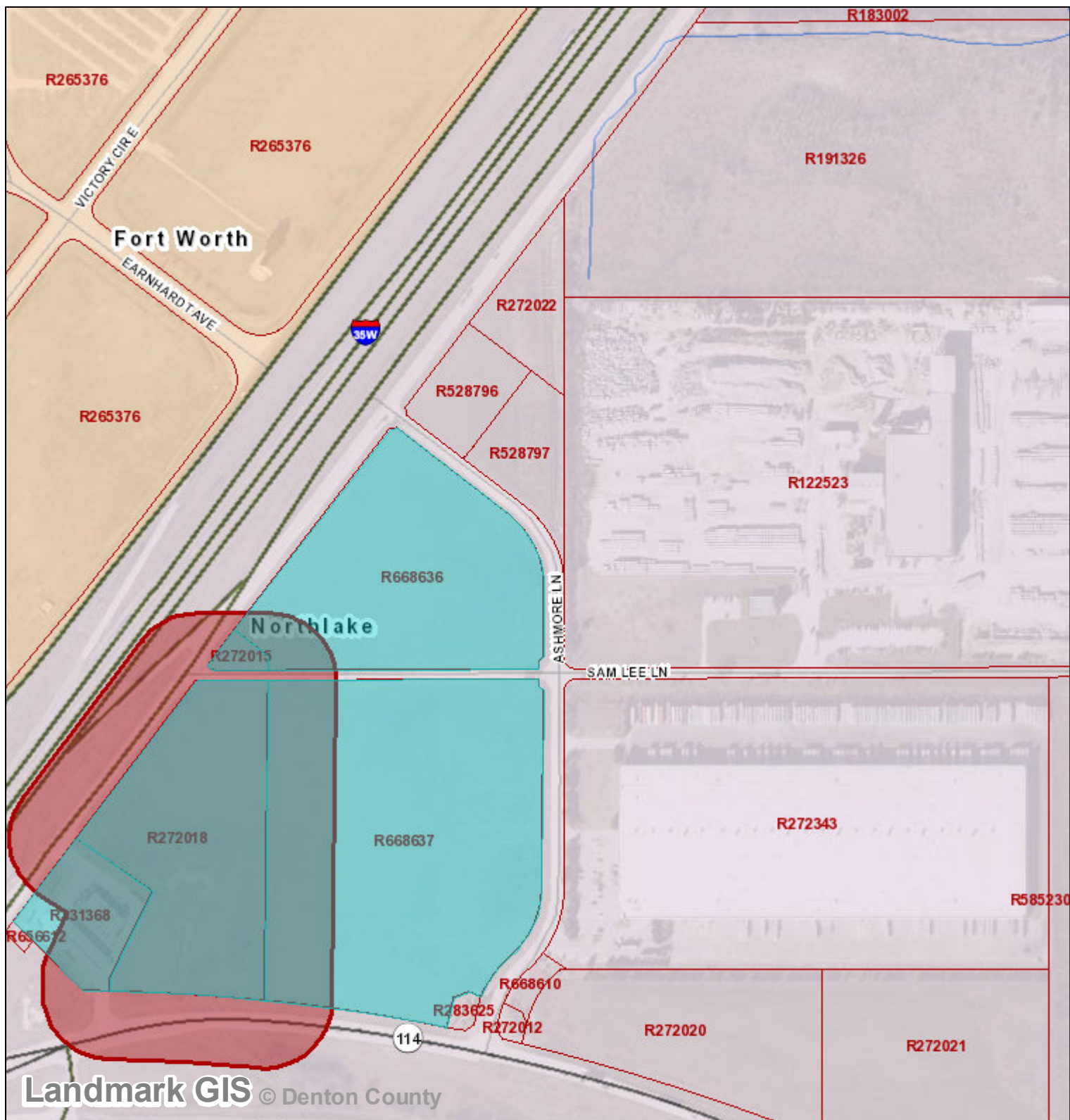
OFFICIAL NOTIFICATION

Page 2 of 2

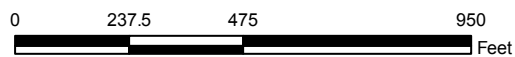
ABOUT MERITORIOUS EXCEPTIONS

Sec. 11.17, *Meritorious Exceptions*, of the UDC states “It is not the intention of [the sign regulations] to discourage innovation. It is entirely conceivable that signage proposals could be made that, while clearly nonconforming to the [applicable requirements] and thus not allowable under [the sign regulations], have obvious merit in not only being appropriate to the particular site or location, but also in making a positive contribution to the visual environment.” This section also outlines the following factors for the Town Council to consider in determining the extent of any exception granted:

1. The extent to which the application meets other specific standards of this section; and,
2. The extent to which the application meets the spirit and intent of this chapter through the use of materials, colors, and design to create a sign of exceptional quality and appearance; and,
3. The positive or negative impact of the proposed project on surrounding property use and property values, in comparison to the expected impact of a project which could be built in conformance with standards of this ordinance; and,
4. The extent to which the proposed project accomplishes Town goals as stated in the Comprehensive Plan or other approved document; and,
5. A meritorious exception shall not be granted to serve as a convenience to the applicant, or for reasons related to economic hardship.



200 Foot Buffer Map



<http://www.dentoncounty.com>

This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries.

Denton County does not guarantee the correctness or accuracy of any features on this product and assumes no responsibility in connection therewith. This product may be revised at any time without notification to any user.



200 Foot Notification List for Public Hearing

Case Name: Rosa's Café Pole Sign (18451 IH 35W)
Case Type: Meritorious Exception
Case Number: VR-16-002
Public Hearing Date: June 9, 2016

PROPERTY ID	OWNER NAME	OWNER ADDRESS	CITY	STATE	ZIP	LEGAL DESCRIPTION
OWNER	BOBBY COX COMPANIES	5000 OVERTON PLAZA, SUITE 300	FORT WORTH	TX	76109	
APPLICANT	MELLO SIGNS	5905 EDEN DR, UNIT B	HALTOM CITY	TX	76117	
MULTIPLE	NORTHPORT PARTNERS LLC C/O WILLIAM VAUGHAN	401 MARSHALL RD	SOUTHLAKE	TX	76092	A0830A L. MEDLIN, TR 8D & A0189A BBB & CRR, TR 5A
331368	BIG DIAMOND LLC C/O CST BRANDS, INC	PO BOX 691490	SAN ANTONIO	TX	78269	NORTHPORT ADDITION BLK 5 LOT 7
MULTIPLE	WF-FB NLTX LLC	550 S TRYON ST MAC D1086-051	CHARLOTTE	NC	28202	A0830A L. MEDLIN, TR 8D(1) & A0189A BBB & CRR, TR 5A(1)

All other property within 200 feet is outside the Town of Northlake.

lieu of programs, pursuit of open space grants, and working with nonprofits such as the Trust for Public Lands, Rails for Trails, and other similar opportunities.

STRATEGIC ISSUE 3: QUANTITY AND LOCATION OF DEVELOPMENT

Perhaps the most critical issue facing Northlake is the quality and location of future development. Under the previous land use plan, the majority of the Town is planned for rural residential development with industrial and mixed use at the freeways. Mixed use development is permitted on a case-by-case basis. Amending the land use development concept for Northlake to identify, up-front, where mixed use should be allowed, at what densities and with what qualities is critical to allow for infrastructure planning, economic development, and building the tax base. Balancing preservation of the rural atmosphere while permitting appropriate, high quality development more consistent with market forces at work in the I-35W and SH 114 highway corridors can be achieved with detailed policies and procedures for future growth and development.

Proper transitions between areas where higher density mixed uses are allowed and where rural residential is to be preserved have to be built into the development code and the review process. New regulations, policies and procedures have to be understandable and predictable to developers and provide them with the ability to develop plans that can meet town requirements within market conditions.

Development Policies

Policy 1: Adopt the Northlake Comprehensive Plan update and the long-term Land Use Development Concept Map as a guide for making development related decisions within the Town. The key concepts within the land use development concept includes:

- Open space, trails, and parks primarily located within floodplains;
- Rural residential areas at very low densities located between the Denton Creek floodplain and the I 35W transportation corridor. Allow five acre minimum and larger lot development in this area with ranch type uses permitted;
- Mixed use development located along major transportation corridors – Highway 114 and I-35W. Development in the transportation corridors would accommodate residential and commercial development at higher densities;
- Master planned mixed use development located west of the Denton Creek floodplain;
- Required transition zones between mixed use developments and rural residential areas; and
- Light industrial development permitted in mixed use areas with property development standards, access and buffering.

Policy 2: Develop unified development regulations through updating the zoning, subdivision, floodplain, and other development ordinances and policies based on the concepts and policies in the Comprehensive Plan.

Action 1: Include urban development standards in the mixed use corridor. Prepare and use check lists for submittal requirements/compliance with the Comprehensive Plan. These should include:

- Minimum size requirements;
- Preservation of natural topographic characteristics;
- Preservation of open space/floodplains and environmental areas;
- Provision of trails and trail connections;



- Adherence to rural design standards;
- Density requirements and conditions to obtain higher densities;
- Parking location;
- Walkability;
- Transition zones that include larger lots buffering the rural residential areas with the provision of extensive trail systems, parks, open space, or school sites;
- Commercial development in nodes at appropriate intersections; with limited or no strip development. Promotion of main street commercial areas;
- Limitations on grading of pad sites and other alterations of the natural topography;
- Commercial access off main thoroughfares and not through residential areas; and
- Connectivity systems (trails, walkways, linkages) to encourage alternative modes of transportation and to provide internal connections.

Action 2: Establish a menu approach to achieve desirable development qualities and attributes. All developments cannot meet all standards, but to ensure predictability of quality development, require a selection of attributes from a menu. This approach recognizes that each project site has specific land characteristics and gives the developer the flexibility to choose standards appropriate for that site through up front master planning. Some of the design standards that could be included in a menu approach can be derived from the goals and objectives dealing with design guidelines in the 2002 Strategic Plan. Types of design standards that should be considered for inclusion in the menu include:

- Architectural styles and designs that promote the value and quality of residential development in Northlake;
- Use of natural materials – stone, brick, wood in both rural and urban areas, with an exception of light industrial uses;
- Access standards, garage locations, and alleys;
- Porch requirements;
- Building articulation in the vertical and horizontal planes and surfaces of the structure, including the rooflines;
- Maintenance of natural tree cover, landscaping compatible with the existing landscape forms and qualities;
- Use of entryway features, decorative walls, public art, special pavement features, and/or water features;
- Lighting standards;
- Perimeter fencing and walls designed to complement the environment;
- Use of pathways, sidewalks, bicycle lanes and equestrian trails included in subdivision design;
- Use of special amenities such as decorative mailbox features, street lighting, street signs and traffic signs, uniform and street numbers on the curb or structures, street paving, and entry features;
- Parking lot location and design; and
- Sign standards with an emphasis on monument signs.





Action 3: Promote cluster and conservation developments that permit higher densities with compensating open space dedication in the rural residential zones. The configuration of open space and the location of development should buffer other rural residential developments from the higher density in the cluster developments.

Policy 3: Require large developments to submit master plans in mixed used zones in order to be considered for higher densities and a broader mix of uses. Within the mixed use zone determine land uses, specific densities, location of uses, open space requirements, transitions and other attributes through the master plan process.

Action 1: Establish a consistent process and procedures for approving master plans for private development in mixed use zones that includes participation by property owners, developers, and adjacent residents.

Action 2: Establish baseline density requirements for the mixed use area of two units per acre with no lot sizes smaller than a half of an acre without an approved master plan.

Action 3: Determine locational and density requirements for land uses in relationship to the rural residential areas and establish transition zone standards such as a requirement for larger lots adjacent to rural residential where not buffered by creeks and open space areas.

Action 4: Promote nonresidential development at major intersections where access is available.

Action 5: Allow higher density residential development where compensating open space is provided such as smaller residential lots in the mixed use zone with proper transitional standards near rural residential areas.

Policy 4: Pursue a target industry program to direct economic development efforts.

Policy 5: Develop and implement a development monitoring program using Geographic Information System (GIS) technology to track the type and level of development in Northlake to provide information for developing new policies, programs and actions and subsequent refinements of the Comprehensive Plan.

Action 1: Implement a town-wide GIS program.

Action 2: Identify and start tracking development approvals, permits, issues associated with development and capital improvement projects.

STRATEGIC ISSUE 4: PROVIDING INFRASTRUCTURE AND SERVICES

One of the primary responsibilities of local government is the provision of public facilities, services and infrastructure. As Northlake grows the need for supportive infrastructure will increase as will public facilities and services needed by residents and businesses within the community. There are several issues related to the Town's ability to provide for these needs.

First, there is a disconnect between planned future land use and plans for future infrastructure. The current land use plan shows large areas for very low density residential development but with extensive transportation, water and sewer facilities. As a new land use development concept is adopted in this comprehensive plan,

Northlake Sign Permit History

Date	Document #	Address/Zoning District	Business/Area	Sign Type	Height	Area	Action	Authorization
12/12/1996	Ord. 96-1212A	Texas Speedway Center MPD		Pylon Sign	25 ft.	125 sq. ft.	Approved	For: C. Hardeman, Freeman, Fought, Thompson; Absent: Dawson
12/10/1997	Ord. 97-1210	Speedway Business Center MPD	I-35W Frontage Only	Pylon Sign	25 ft.	125 sq. ft.	Approved	For: C. Hardeman, Thompson, Bayer, McNutt; Absent: Fought
10/26/1999	99-001	14960 I-35W	Dr. Small	Marketing			Approved	Staff
1/20/2000	S-001	8121 Gasoline Alley	Avex	Marketing			Approved	Staff
2/28/2000	S-002	8121 Gasoline Alley	Texaco	Pole Sign			Approved	Staff
2/28/2000	S-003	8121 Gasoline Alley	Churches	Pole Sign?			Denied	Staff
2/28/2000	S-004	8121 Gasoline Alley	Texaco	Pole Sign Rev.?			Denied	Staff
12/14/2000	Ord. 00-1214B	Texas Speedway Center		Pole Sign	30 ft.	150 sq. ft.	Approved	For: Bayer, Fater, Howell, J. Young, C. Hardeman
12/13/2001	Ord. 01-1213B	Speedway Business Center MPD		Pylon Sign	25 ft.	240 sq. ft.	Approved	For: C. Hardeman, Bayer, J. Young, Sanford; Absent: Fater
12/18/2003	Ord. 03-1218B	Northport IPD	I-35W Frontage	Pole Sign	45 ft.	260 sq. ft.	Approved	For: J. Young, Roberts, Fater, Smith; Absent: Sanford
4/14/2005	Ord. 05-0414A	Speedway Business Center MPD	Flag Pole @ Sleep Inn	Stealth Antenna	85 ft.	n/a	Approved	For: J. Young, Roberts, Tasker, Smith; Absent: Sanford
5/10/2007	VR 07-001 ZBA	17751 I-35W	Hooter's	Pole Height	60 ft.	450 sq. ft.	Approved	For: R. Young, Cooper, Simpson, Roberts, J. Young; Absent: Smith
9/14/2007	07-001	8121 Gasoline Alley, Suite 38401	Subway	Pole Sign Add		44 sq. ft.	Approved	Staff
9/14/2007	07-001	8121 Gasoline Alley, Suite 38401	Subway	Wall Sign		336 sq. ft.	Approved	Staff
1/23/2008	Ord. 08-0123C	Speedway Town Center MPD	I-35W Frontage	Pylon Sign	70 ft.	480 sq. ft.	Approved	For: J. Young, Roberts, Simpson, Savoie; Absent: Smith
1/23/2008	Ord. 08-0123C	Speedway Town Center MPD	FM 1171 Frontage	Pylon Sign	45 ft.		Approved	For: J. Young, Roberts, Simpson, Savoie; Absent: Smith
9/18/2008	08-001	SH 114 & Northport Drive	Northport	Marketing Sign	12 ft.	72 sq. ft.	Approved	Staff
3/12/2009	SGN-09-001	13601 Raceway	Motel 6	Monument Sign	8 ft.	64 sq. ft.	Denied	Staff ("6" exceeded max letter/number height)
3/12/2009	SGN-09-001	13601 Raceway	Motel 6	Wall Sign		36 sq. ft.	Approved	Staff
4/22/2009	SGN-09-002	18501 I-35W	Valero	Monument	8 ft.	80 sq. ft.	Approved	Staff
4/22/2009	SGN-09-002	18501 I-35W	Valero	Wall Sign			Approved	Staff
4/22/2009	SGN-09-002	18501 I-35W	Valero	Pole Sign	75 ft.	293 sq. ft.	Denied	Staff (exceeded max. height & area)
6/25/2009	VR-09-001 ME	18501 I-35W	Valero	Pole Height	80 ft.	221 sq. ft.	Denied	For: Roberts, Simpson, J. Young, Sessions; Absent: Giacalone
7/21/2009	SGN-09-003	13601 Raceway	Motel 6	LED Pricing	34 ft.	14 sq. ft.	Approved	Staff
7/30/2009	VR-09-002 ME	18501 I-35W	Valero	Pole Height	60 ft.	221 sq. ft.	Denied	For: J. Young, Roberts, Sessions; Absent: Giacalone, Simpson
7/30/2009	VR-09-003 ME	13601 Raceway	Motel 6	Letter Height			Approved	For: J. Young, Roberts, Sessions; Absent: Giacalone, Simpson
7/31/2009	SGN-09-001	13601 Raceway	Motel 6	Monument Sign	8 ft.	64 sq. ft.	Approved	Staff
9/4/2009	SGN-09-002	18501 I-35W	Valero	Multiple Signs			Approved	Staff
9/4/2009	SGN-09-002	18501 I-35W	Valero	Pole Sign	45 ft.	221 sq. ft.	Denied	Staff (did not meet setback requirement)
1/14/2010	VR-09-004 ME	18501 I-35W	Valero	Setback (0.5 ft.)			Approved	For: J. Young, Roberts, Simpson, Sessions, Ganz
1/15/2010	SGN-09-002	18501 I-35W	Valero	Pole Sign	45 ft.	221 sq. ft.	Approved	Staff
3/29/2010	SGN-10-001	SH 114	Chadwick Farms	Marketing Signs	15 ft.	50x5 sq. ft.	Approved	Staff
5/13/2010	SGN-10-002	13001 Cleveland-Gibbs Rd	Northlake Village	Subdivision Entry			Approved	Staff
1/19/2011	SGN-11-001	18501 I-35W	Valero	Pole Sign (LED price)	45 ft.	240 sq. ft.	Approved	Staff
6/28/2011	SGN-11-003	8299 Small Block Road	Creekside Apts.	Monument (Reface)	8 ft.	47.5x2 sq. ft.	Approved	Staff
1/25/2013	SGN-13-001	4500 Northport Drive, Suite 300	Fluidmaster	Wall Sign		100 sq. ft.	Approved	Staff
1/28/2013	SGN-13-002	4500 Northport Drive, Suite 200	CEVA - Peterbuilt	Wall Sign		40x2 sq. ft.	Approved	Staff
11/26/2013	SGN-13-003	8121 Gasoline Alley	Chevron	Pole Sign (rebrand)			Withdrawn	Applicant
12/23/2013	SGN-13-004	13501 Raceway	Holiday Inn Express	Wall Sign	45 ft.	66x2 sq. ft.	Approved	Staff
12/23/2013	SGN-13-004	13501 Raceway	Holiday Inn Express	Pylon	10 ft.	102.5 sq. ft.	Denied	Staff
1/2/2014	SGN-13-005	18501 I-35W	Valero/Frost ATM	Wall Sign		12 sq. ft.	Approved	Staff
2/20/2014	SGN-14-001	13501 Raceway	Holiday Inn Express	Monument	8 ft.	32 sq. ft.	Approved	Staff
5/28/2014	SGN-14-002	13601 Raceway	Motel 6	Variable Message		14 sq. ft.	Approved	Staff
7/30/2014	SGN-14-003	Canyon Falls Drive	Canyon Falls	Marketing Signs	10 ft.	32x4 sq. ft.	Approved	Staff
9/11/2014	VR 14-003 ME	FM 156 (ETJ)	Arrington Outdoor	Billboard (Relocate)	42.5 ft.	300 sq. ft.	Approved	For: McBride, Ganz, Sessions, Simpson, J. Young

Northlake Sign Permit History

Date	Document #	Address/Zoning District	Business/Area	Sign Type	Height	Area	Action	Authorization
9/22/2014	SGN-14-006	FM 156 (ETJ)	Arrington Outdoor	Billboard (Relocate)	42.5 ft.	300 sq. ft.	Approved	Staff
9/30/2014	SGN-14-005	FM 407	The Highlands	Marketing Sign	11.5 ft.	64x2 sq. ft.	Approved	Staff
10/27/2014	SGN-14-007	8121 Gasoline Alley	Shell	LED Pricing			Approved	Staff
11/20/2014	SGN-14-004	FM 1171 at Canyon Falls Drive	Canyon Falls	Marketing Sign	15 ft.	96x2x2 sq. ft.	Approved	Staff
12/11/2014	Ord. 14-1211B	Texas Speedway Center	I-35W Frontage	Pole Signs	65 ft.	464 sq. ft.	Approved	For: McBride, Sessions, Simpson; Absent: Ganz, J. Young
12/11/2014	Ord. 14-1211B	Texas Speedway Center	SH 114 Frontage	Pole Signs	45 ft.	222 sq. ft.	Approved	For: McBride, Sessions, Simpson; Absent: Ganz, J. Young
12/11/2014	VR-14-004 ME	18511 I-35W (EDC Tract)	Lamar Outdoor	Billboard	60 ft.	672x2 sq. ft.	Approved	For: McBride, Sessions, Simpson; Absent: Ganz, J. Young
1/22/2015	SGN-14-008	18511 I-35W (EDC Tract)	Lamar Outdoor	Billboard (Digital)	60 ft.	672x2 sq. ft.	Approved	Staff
1/26/2016	SGN-16-001	Northort Drive	Northport 35 Bus. Ctr.	Marketing Sign	17 ft.	192 sq. ft.	Approved	Staff
7/23/2015	SGN-15-002	Faught Rd. & Old Justin Rd.	Prairie View Farms	Marketing Sign	10 ft.	48x2 sq. ft.	Approved	Staff
8/20/2015	SGN-15-003	8141 Gasoline Alley	QT	Multiple Signs			Approved	Staff
8/20/2015	SGN-15-003	8141 Gasoline Alley (35W frontage)	QT	Pole Sign	65 ft.	464 sq. ft.	Approved	Staff
8/20/2015	SGN-15-003	8141 Gasoline Alley (114 frontage)	QT	Pole Sign	45 ft.	222 sq. ft.	Approved	Staff
8/27/2015	Res. 15-33 ME	14950 I-35W (Charlie's Concrete)	Impact Outdoor	Billboard (Digital)	60 ft.	672x2 sq. ft.	Approved	For: J. Young, Roberts, Simpson, Sessions, Ganz
9/10/2015	SGN-15-004	I-35W Frontage	Alliance Northport	Marketing Sign	10 ft.	128 sq. ft.	Approved	Staff
9/11/2015	SGN-15-005	14950 I-35W (Charlie's Concrete)	Impact Outdoor	Billboard (Digital)	60 ft.	672x2 sq. ft.	Approved	Staff
2/4/2016	SGN-16-001	4250 Dale Earnhardt Way Suite 100	Wesco Aircraft	Wall Sign		143 sq. ft.	Approved	Staff
2/11/2016	Res. 16-07 ME	18511 I-35W (EDC Tract)	Lamar Outdoor	Billboard 3rd Face	60 ft.	300x1 sq. ft.	Approved	For: Simpson, Young, McBride; Against: Ganz, Sessions
3/16/2016	SGN-16-002	18511 I-35W (EDC Tract)	Lamar Outdoor	Billboard 3rd Face	60 ft.	300x1 sq. ft.	Approved	Staff
5/12/2016	Res. 16-14 ME	19073 I-35W (Holiness Church)	Clear Channel	Billboard (Digital)	60 ft.	672x2 sq. ft.	Approved	For: McBride, Ganz, Sessions, Simpson, J. Young

Memo

To: Honorable Mayor and Town Council
From: Nathan Reddin, Development Director
CC: Drew Corn, Town Administrator
Shirley Rogers, Town Secretary
Date: June 9, 2016
Re: Final Plat of Canyon Falls Village W2 Phase 2 (FP-16-007)

Purpose: To consider approval of a Final Plat of Canyon Falls Village W2 Phase 2, a phase of the Canyon Falls development consisting of 51 single-family residential lots and 1 open space/HOA lot on approximately 10.136 acres of land in the M.E.P. & P.R.R. Survey, Abstract No. 913, generally located southeast of Cleveland-Gibbs Road and Westbridge Drive, and zoned Mixed-Use Planned Development (MPD).

Owner/Applicant: NASH Canyon Falls, LLC

Engineer/Surveyor: J. Volk Consulting, Inc.

Background: Canyon Falls is a 1,200+ acre mixed-use, master planned community within multiple jurisdictions including the Town of Northlake, the Town of Flower Mound and the Town of Argyle's extraterritorial jurisdiction (ETJ). Zoning for the development was established as Mixed-Use Planned Development (MPD) with the approval of Ordinance No. 07-0111A on January 11, 2007. Subsequent amendments to the MPD have been approved with the latest being approved March 26, 2015. The preliminary plat for the portion of Canyon Falls including Village W2 was approved on November 8, 2012. The final plat for Phase 1 of Village W2 was approved on November 13, 2014. Phase 2 will be the final phase of Village W2.

Staff Analysis: The applicant has submitted this final plat application in accordance with the requirements of the Unified Development Code (UDC), and it includes 51 single-family residential lots meeting the High Density Residential SF-50 development standards outlined in the Mixed-Use Planned Development (MPD). Accompanying construction plans for Canyon Falls Village W2 Phase 2 have been reviewed and approved by Town Staff.

Staff Findings: The final plat is consistent with the approved preliminary plat and construction plans and appears to meet all applicable zoning and development requirements. Staff finds the final plat acceptable for approval as submitted.

BEARINGS ARE BASED FROM GPS OBSERVATIONS, BY USING THE TOPCON NETWORK SURROUNDING THE DALLAS-FORT WORTH METROPLEX, ALONG WITH A HIGH PRECISION GEOD MODEL, NAD83, NAVD88 TEXAS STATE PLANE COORDINATE SYSTEM, NORTH CENTRAL ZONE 4202. VERIFIED BY THE TOWN OF FLOWER MOUND CONTROL NETWORK, MONUMENT NO. 39. A COMBINED SCALE FACTOR OF 1.0001596 SHALL BE USED TO TRANSLATE TO GRID COORDINATES.

JACQUELINE S LIGON
LANE E LIGON
IRENE NEWSOM, ETAL
DOC. NO.
2009-81507,8,9,10
D.R.D.C.T.

HW INDIAN
SPRINGS, LP
DOC. NO.
2010-129585
D.R.D.C.T.

(FUTURE 45' ROW DEDICATION)
CLEVELAND-GIBBS ROAD

DOC. NO. 2015-158
P.R.D.C.T.
CLEVELAND-GIBBS ROAD
45' ROW DEDICATION

POINT OF
COMMENCING

POINT OF
BEGINNING

NASH CANYON
FALLS, LLC
DOC. NO.
2015-49868
D.R.D.C.T.

CURVE TABLE					
CURVE	DELTA	RADIUS	TANGENT	LENGTH	CHORD
C1	90°34'56"	35.00'	35.36'	55.33'	S44°29'13"W 49.75'
C2	174°47'59"	50.00'	1101.01'	152.54'	N49°41'02"E 99.90'
C3	90°34'56"	21.50'	21.72'	33.99'	S44°29'13"W 30.56'

LINE TABLE		
LINE	BEARING	LENGTH
L1	S0°48'15"E	8.48'
L2	S45°13'19"E	21.76'
L3	N89°46'41"E	4.61'
L4	S0°13'19"E	50.00'
L5	S89°46'41"W	7.05'

LINE TABLE		
LINE	BEARING	LENGTH
L6	N89°46'41"E	1.52'
L7	N89°46'41"E	8.48'
L8	S0°13'19"E	50.00'
L9	S89°46'41"W	2.23'
L10	S44°46'41"W	21.77'

LINE TABLE		
LINE	BEARING	LENGTH
L11	S45°13'19"E	21.21'
L12	N44°29'13"E	21.11'
L13	N44°29'13"E	21.83'
L14	N45°30'47"W	21.69'
L15	N44°29'13"E	21.11'

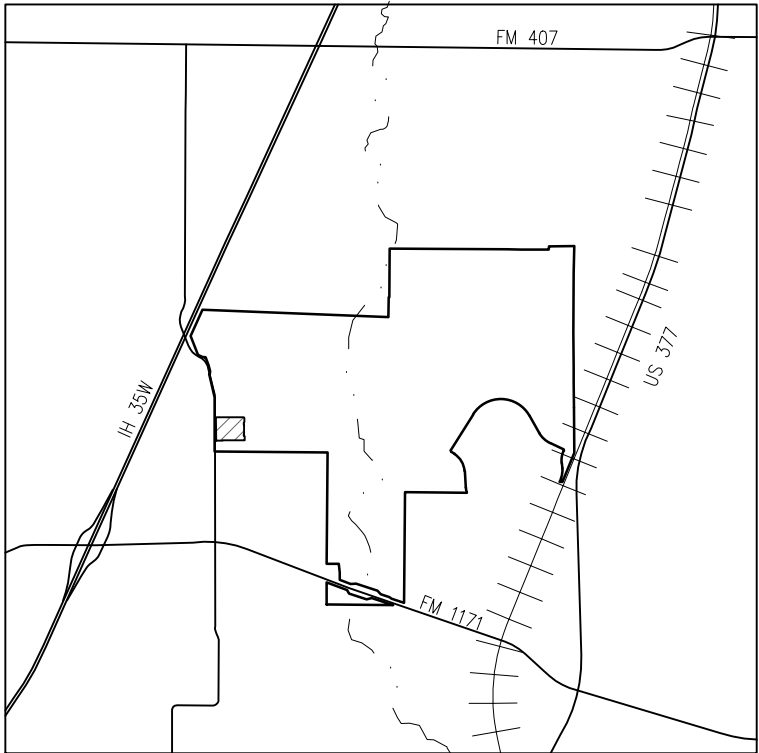
ENGINEER/SURVEYOR:
J. VOLK CONSULTING, INC.
830 CENTRAL PARKWAY EAST, SUITE 300
PLANO, TX 75074
972-201-3100
RYAN.REYNOLDS@JVOLKCONSULTING.COM
TBPLS FIRM NO. 10194033

OWNER:
NASH CANYON FALLS, LLC
10940 WEST SAM HOUSTON PARKWAY
SUITE 300
HOUSTON, TX 77064
972-992-3159
BCRAMER@NEWLANDCO.COM

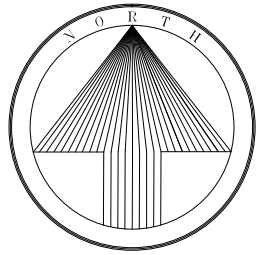
RECORDING INFORMATION

WEST BRIDGE ROAD
60' ROW DEDICATION

DOC. NO. 2015-158
P.R.D.C.T.



VICINITY MAP
N.T.S.



40 20 0 40 80
SCALE 1" = 40'

LEGEND

- 1/2" IRON ROD FOUND WITH YELLOW PLASTIC CAP STAMPED "JVC" (UNLESS OTHERWISE NOTED)
- 1/2" IRON ROD SET WITH YELLOW PLASTIC CAP STAMPED "JVC" (UNLESS OTHERWISE NOTED)
- <CM> CONTROL MONUMENT
- D.R.D.C.T. DEED RECORDS, DENTON COUNTY, TEXAS
- P.R.D.C.T. PLAT RECORDS, DENTON COUNTY, TEXAS
- ◆ DENOTES STREET NAME CHANGE
- UE UTILITY EASEMENT
- WLE WATER LINE EASEMENT
- DE DRAINAGE EASEMENT
- BL BUILDING LINE

FINAL PLAT
OF
CANYON FALLS
VILLAGE W2
PHASE 2

LOTS 4-24, 25X, BLOCK K;
LOTS 1-10, 31-40, BLOCK M;
LOTS 1-10, BLOCK N

BEING 10.136 ACRES LOCATED IN THE
M.E.P. & P.R.R. SURVEY - ABSTRACT NO. 913
AN ADDITION IN THE TOWN OF NORTHLAKE,
DENTON COUNTY, TEXAS
CONTAINING 51 SINGLE-FAMILY RESIDENTIAL
LOTS AND 1 OPEN SPACE/HOA LOTS
ZONED MIXED-USE PLANNED DEVELOPMENT
(MPD) HIGH DENSITY RESIDENTIAL SF-50

Date: May 19, 2016

SHEET 1 OF 2

STATE OF TEXAS §
COUNTY OF DENTON §

BEING a 10.136 acre tract of land situated in the M.E.P. & P.R.R. SURVEY, ABSTRACT NO. 913, in the Town of Northlake, Denton County, Texas. Said 10.136 acres being a portion of that certain tract of land as described in deed to NASH CANYON FALLS, LLC, as recorded in Instrument Number 2015-34494, Deed Records, Denton County, Texas (D.R.D.C.T.). Said 10.136 acres being more particularly described by metes and bounds as follows:

COMMENCING at a ½ inch I.R.F., being the most Southwest corner of that certain tract of land as conveyed to NASH CANYON FALLS, LLC, as recorded in Instrument Number 2015-34494, said Deed Records, also being the most Northwest corner of that certain tract of land as conveyed to NASH CANYON FALLS, LLC, as recorded in Instrument Number 2015-49868, said Deed Records, also being in the East right-of-way line of Cleveland-Gibbs Road;

THENCE North 08 degrees 20 minutes 55 seconds East a distance of 282.95 feet to the POINT OF BEGINNING;

THENCE North 00 degrees 48 minutes 18 seconds West a distance of 595.24 feet to a ½ inch iron rod with a yellow plastic cap stamped “JVC”;

THENCE North 44 degrees 29 minutes 13 seconds East a distance of 21.11 feet to a ½ inch iron rod with a yellow plastic cap stamped “JVC”;

THENCE North 89 degrees 46 minutes 41 seconds East a distance of 712.00 feet to a ½ inch iron rod with a yellow plastic cap stamped “JVC”;

THENCE South 45 degrees 13 minutes 19 seconds East a distance of 21.21 feet to a ½ inch iron rod with a yellow plastic cap stamped “JVC”;

THENCE South 00 degrees 13 minutes 19 seconds East a distance of 109.61 feet to a ½ inch iron rod with a yellow plastic cap stamped “JVC”;

THENCE South 44 degrees 46 minutes 41 seconds West a distance of 21.77 feet to a ½ inch iron rod with a yellow plastic cap stamped “JVC”;

THENCE South 89 degrees 46 minutes 41 seconds West a distance of 2.23 feet to a ½ inch iron rod with a yellow plastic cap stamped “JVC”;

THENCE South 00 degrees 13 minutes 19 seconds East a distance of 50.00 feet to a ½ inch iron rod with a yellow plastic cap stamped “JVC”;

THENCE North 89 degrees 46 minutes 41 seconds East a distance of 8.48 feet to a ½ inch iron rod with a yellow plastic cap stamped “JVC”;

THENCE South 00 degrees 13 minutes 19 seconds East a distance of 120.00 feet to a ½ inch iron rod with a yellow plastic cap stamped “JVC”;

THENCE North 89 degrees 46 minutes 41 seconds East a distance of 1.52 feet to a ½ inch iron rod with a yellow plastic cap stamped “JVC”;

THENCE South 00 degrees 13 minutes 19 seconds East a distance of 120.00 feet to a ½ inch iron rod with a yellow plastic cap stamped “JVC”;

THENCE South 89 degrees 46 minutes 41 seconds West a distance of 7.05 feet to a ½ inch iron rod with a yellow plastic cap stamped “JVC”;

THENCE South 00 degrees 13 minutes 19 seconds East a distance of 50.00 feet to a ½ inch iron rod with a yellow plastic cap stamped “JVC”;

THENCE North 89 degrees 46 minutes 41 seconds East a distance of 4.61 feet to a ½ inch iron rod with a yellow plastic cap stamped “JVC”;

THENCE South 45 degrees 13 minutes 19 seconds East a distance of 21.76 feet to a ½ inch iron rod with a yellow plastic cap stamped “JVC”;

THENCE South 00 degrees 13 minutes 19 seconds East a distance of 104.61 feet to a ½ inch iron rod with a yellow plastic cap stamped “JVC”;

THENCE South 89 degrees 46 minutes 41 seconds West a distance of 571.22 feet to a ½ inch iron rod with a yellow plastic cap stamped “JVC”;

THENCE South 00 degrees 48 minutes 15 seconds East a distance of 8.48 feet to a ½ inch iron rod with a yellow plastic cap stamped “JVC”;

THENCE South 89 degrees 11 minutes 45 seconds West a distance of 169.99 feet to the POINT OF BEGINNING, and containing 10.136 acres of land, more or less.

LOT AREA TABLE		
LOT NO.	BLOCK	AREA
4	BLOCK K–VILLAGE W2	6000
5	BLOCK K–VILLAGE W2	6000
6	BLOCK K–VILLAGE W2	6000
7	BLOCK K–VILLAGE W2	6000
8	BLOCK K–VILLAGE W2	6000
9	BLOCK K–VILLAGE W2	6000
10	BLOCK K–VILLAGE W2	6000
11	BLOCK K–VILLAGE W2	6480
12	BLOCK K–VILLAGE W2	7436
13	BLOCK K–VILLAGE W2	12456
14	BLOCK K–VILLAGE W2	7639
15	BLOCK K–VILLAGE W2	6003
16	BLOCK K–VILLAGE W2	6000
17	BLOCK K–VILLAGE W2	6000
18	BLOCK K–VILLAGE W2	6000
19	BLOCK K–VILLAGE W2	6000
20	BLOCK K–VILLAGE W2	6000
21	BLOCK K–VILLAGE W2	6000
22	BLOCK K–VILLAGE W2	6000
23	BLOCK K–VILLAGE W2	6000
24	BLOCK K–VILLAGE W2	6000
25X	BLOCK K–VILLAGE W2	45991

LOT AREA TABLE		
LOT NO.	BLOCK	AREA
1	BLOCK M	7124
2	BLOCK M	6000
3	BLOCK M	6000
4	BLOCK M	6000
5	BLOCK M	6000
6	BLOCK M	6000
7	BLOCK M	6000
8	BLOCK M	6000
9	BLOCK M	6000
10	BLOCK M	6000
31	BLOCK M	6000
32	BLOCK M	6000
33	BLOCK M	6000
34	BLOCK M	6000
35	BLOCK M	6000
36	BLOCK M	6000
37	BLOCK M	6000
38	BLOCK M	6000
39	BLOCK M	6000
40	BLOCK M	7156

LOT AREA TABLE		
LOT NO.	BLOCK	AREA
1	BLOCK N	7299
2	BLOCK N	6000
3	BLOCK N	6000
4	BLOCK N	6000
5	BLOCK N	6000
6	BLOCK N	6000
7	BLOCK N	6000
8	BLOCK N	6000
9	BLOCK N	6000
10	BLOCK N	7082

LOT/BLOCK ANALYSIS	
VILLAGE W2 - PHASE 2	
SMALLEST LOT SIZE (SF)	6,000
LARGEST LOT SIZE (SF)	12,456
AVERAGE LOT SIZE (SF)	6,288
TOTAL NO. OF LOTS	51

NOW, THEREFORE, KNOW ALL MEN BY THESE PRESENTS:

THAT, NASH CANYON FALLS, LLC, acting herein by and through its duly authorized officers, does hereby adopt this plat designated herein as CANYON FALLS - VILLAGE W2-PHASE 2, an addition to the Town of Northlake, Denton County, Texas.

The easements shown hereon are hereby reserved for the purposes as indicated. All streets, alleys and rights-of-way are hereby dedicated in fee simple to the Town of Northlake for municipal purposes. The utility and fire lane easements (streets, alleys, and common areas) shall be open to the public, fire and police units, garbage and rubbish collection agencies and all public and private utilities for each particular use. No buildings, trees, shrubs or other improvements or growths shall be constructed, reconstructed or placed upon, over or across the utility easements as shown. Said utility easements being hereby reserved for the mutual use and accommodation of all public utilities using or desiring to use same.

All and any public utility shall have the right to remove and keep removed all or parts of any buildings, fences, trees, shrubs, or other improvements or growths which in any way endanger or interfere with the construction, maintenance or efficiency of its respective system on the utility easements and all public utilities shall at all times have the full right of ingress and egress to and from and upon the said utility easements for the purpose of construction, reconstructing, inspecting, patrolling, maintaining and adding to or removing all or parts of its respective systems without the necessity at any time of procuring the permission of anyone. Any public utility shall have the right of ingress and egress to private property for the purposes of reading meters and any maintenance and service required or ordinarily performed by that utility.

This plat approved subject to all platting ordinances, rules, regulations and resolutions of the Town of Northlake.

BY: NASH CANYON FALLS, LLC
A DELAWARE LIMITED LIABILITY COMPANY

BY: NEWLAND REAL ESTATE GROUP, LLC
A DELAWARE LIMITED LIABILITY COMPANY
IT'S AGENT

BY: BRIAN CRAMER, ASSISTANT VICE PRESIDENT

STATE OF TEXAS §
COUNTY OF §

BEFORE ME, the undersigned authority, on this day personally appeared BRIAN CRAMER, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purpose and consideration therein expressed, in the capacity therein stated, and as the act and deed of said company.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on the ____ day of _____, 2016.

Notary Public in and for the State of Texas

NOTARY SEAL
(Ink Stamp Only)

My Commission Expires: _____

SURVEYORS CERTIFICATE:

KNOW ALL MEN BY THESE PRESENTS: That I, Ryan S. Reynolds, do hereby certify that I have prepared this plat from an actual survey of the land, and that the corner monuments shown thereon were found or placed under my personal supervision in accordance with the platting rules and regulations of Town of Northlake, Denton County, Texas.

RYAN S. REYNOLDS, R.P.I.S.
Registered Professional Land Surveyor No. 6385

STATE OF TEXAS §
COUNTY OF §

BEFORE ME, the undersigned authority, on this day personally appeared Ryan S. Reynolds, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purpose and consideration therein expressed, in the capacity therein stated, and as the act and deed of said partnership.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on the ____ day of _____, 2016.

Notary Public in and for the State of Texas

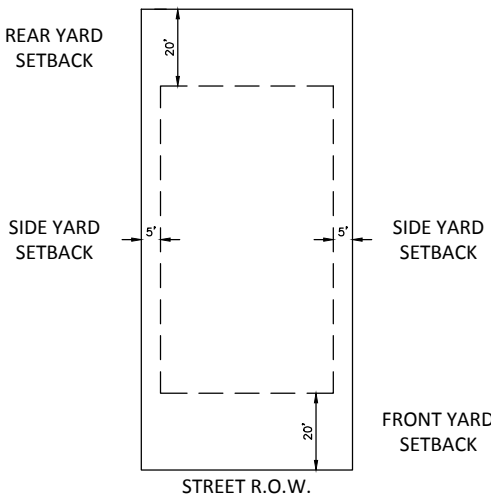
My Commission Expires: _____

APPROVED BY THE TOWN COUNCIL ON:

Date

Mayor, Town of Northlake

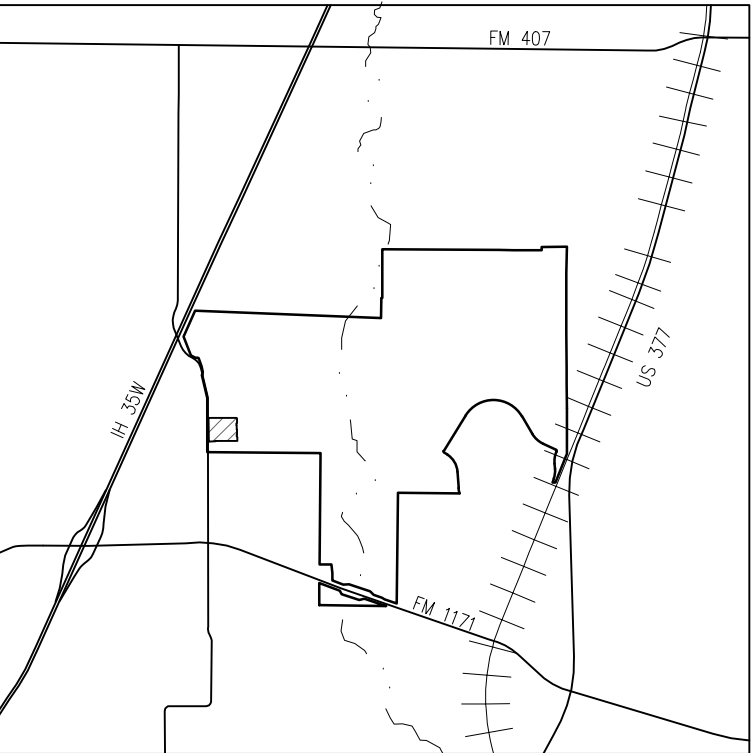
Town Secretary, Town of Northake



TYPICAL SF-50 LOT
SETBACK DETAIL

NOTES:

- ALL PROPOSED LOTS SITUATED IN WHOLE OR IN PART WITHIN THE TOWN'S CORPORATE LIMITS COMPLY WITH THE MINIMUM SIZE REQUIREMENTS OF THE GOVERNING ZONING DISTRICT.
- ALL "X" LOTS & COMMON AREAS SHALL BE PEDESTRIAN AND BICYCLE ACCESS EASEMENTS.
- ALL "X" LOTS & COMMON AREAS SHALL BE OWNED AND MAINTAINED BY THE HOMEOWNERS ASSOCIATION
- NO STRUCTURES SHALL BE PERMITTED TO BE CONSTRUCTED WITHIN ANY PUBLIC EASEMENTS SHOWN ON THIS PLAT; THE TOWN SHALL HAVE THE RIGHT TO REMOVE ANY STRUCTURE PLACED WITHIN A PUBLIC EASEMENT
- ALL LOT CORNERS TO BE MONUMENTED WITH 1/2" IRON ROD WITH YELLOW PLASTIC CAP STAMPED "JVC" UNLESS OTHERWISE NOTED.



VICINITY MAP
N.T.S.

FINAL PLAT
OF
**CANYON FALLS
VILLAGE W2
PHASE 2**

LOTS 4-24, 25X, BLOCK K;
LOTS 1-10, 31-40, BLOCK M;
LOTS 1-10, BLOCK N

BEING 10.136 ACRES LOCATED IN THE
M.E.P. & P.R.R. SURVEY - ABSTRACT NO. 913
AN ADDITION IN THE TOWN OF NORTHLAKE,
DENTON COUNTY, TEXAS
CONTAINING 51 SINGLE-FAMILY RESIDENTIAL
LOTS AND 1 OPEN SPACE/HOA LOTS
ZONED MIXED-USE PLANNED DEVELOPMENT
(MPD) HIGH DENSITY RESIDENTIAL SF-50

Date: May 19, 2016

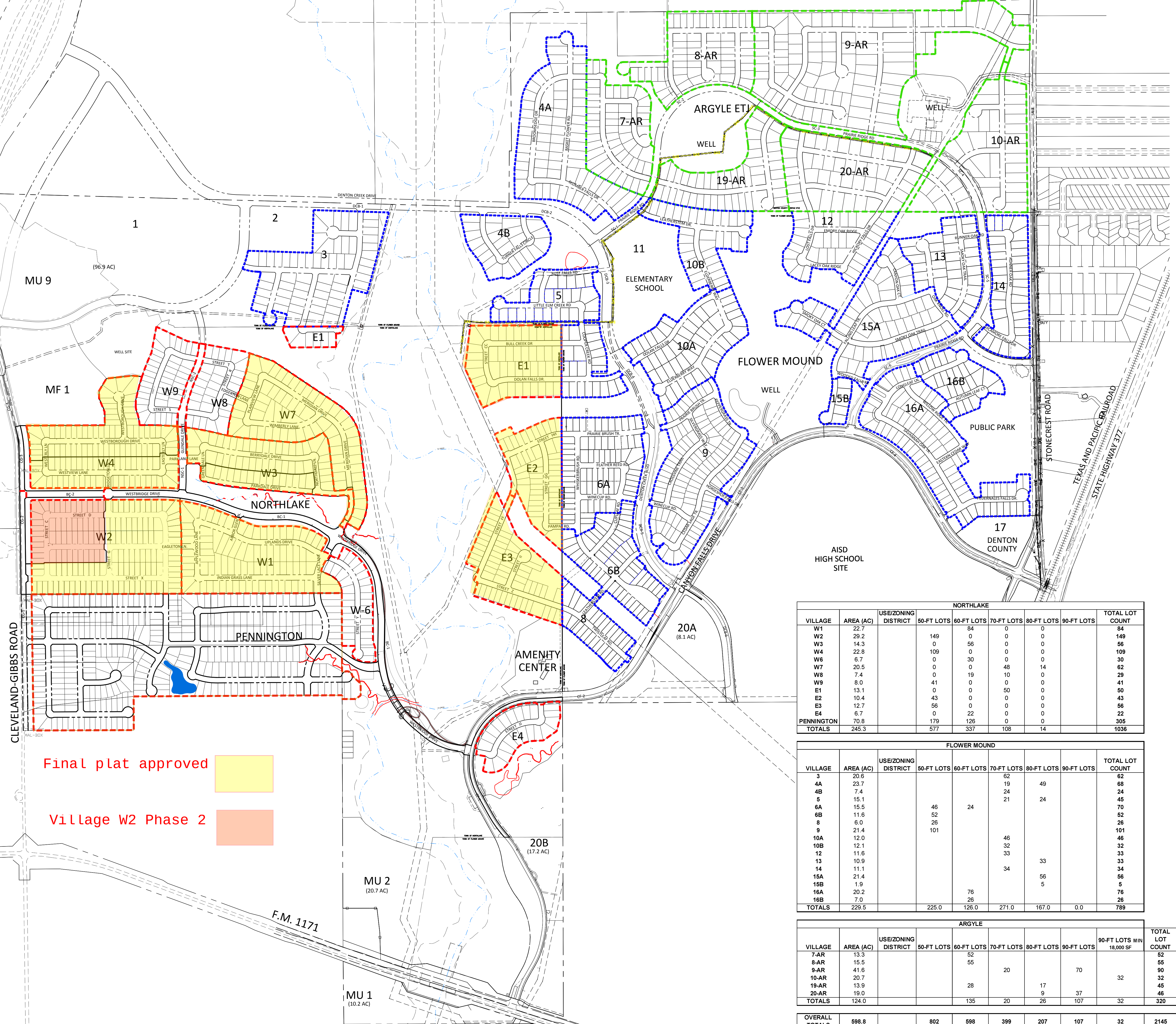
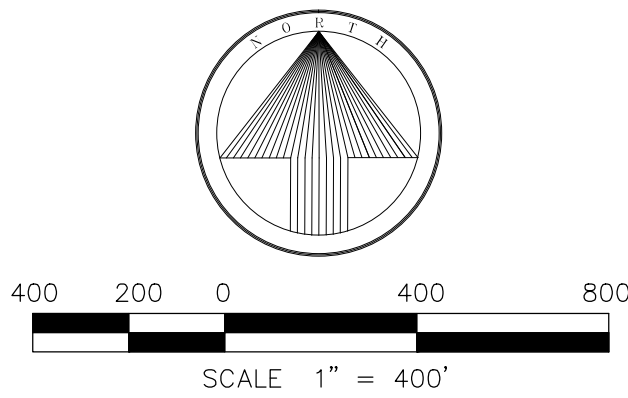
SHEET 2 OF 2

RECORDING INFORMATION

PARCEL TABLE - CANYON FALLS - TOWN OF NORTHLAKE			
VILLAGE	SF-50	SF-60	SF-70
VILLAGE W2 - PH 2	51	0	0
VILLAGE E1	0	0	44
VILLAGE E2	37	0	0
VILLAGE E3	57	0	0
VILLAGE W1	0	84	0
VILLAGE W2 - PH 1	99	0	0
VILLAGE W3 - PH 1	0	40	0
VILLAGE W3 - PH 2	0	16	0
VILLAGE W4 - PH 1	46	0	0
VILLAGE W4 - PH 2	63	0	0
VILLAGE W7	0	0	62
TOTAL	353	140	106
MAXIMUM NUMBER OF DWELLING UNITS	600	400	200

ENGINEER/SURVEYOR:
J. VOLK CONSULTING, INC.
830 CENTRAL PARKWAY EAST, SUITE 300
PLANO, TX 75074
972-201-3100
RYAN.REYNOLDS@JVOLKCONSULTING.COM
TBPLS FIRM NO. 10194033

OWNER:
NASH CANYON FALLS, LLC
10940 WEST SAM HOUSTON PARKWAY
SUITE 300
HOUSTON, TX 77064
972-992-3159
BCRAMER@NEWLANDCO.COM



Final plat approved

Village W2 Phase 2

NORTHLAKE								
VILLAGE	AREA (AC)	USE/ZONING DISTRICT	50-FT LOTS	60-FT LOTS	70-FT LOTS	80-FT LOTS	90-FT LOTS	TOTAL LOT COUNT
W1	22.7			84	0	0		84
W2	29.2		149	0	0	0		149
W3	14.3		0	56	0	0		56
W4	22.8		109	0	0	0		109
W6	6.7		0	30	0	0		30
W7	20.5		0	0	48	14		62
W8	7.4		0	19	10	0		29
W9	8.0		41	0	0	0		41
E1	13.1		0	0	50	0		50
E2	10.4		43	0	0	0		43
E3	12.7		56	0	0	0		56
E4	6.7		0	22	0	0		22
PENNINGTON	70.8		179	126	0	0		305
TOTALS	245.3		577	337	108	14		1036

FLOWER MOUND								
VILLAGE	AREA (AC)	USE/ZONING DISTRICT	50-FT LOTS	60-FT LOTS	70-FT LOTS	80-FT LOTS	90-FT LOTS	TOTAL LOT COUNT
3	20.6				62			62
4A	23.7				19	49		68
4B	7.4				24			24
5	15.1				21	24		45
6A	15.5		46	24				70
6B	11.6		52					52
8	6.0		26					26
9	21.4		101					101
10A	12.0				46			46
10B	12.1				32			32
12	11.6				33			33
13	10.9					33		33
14	11.1				34			34
15A	21.4					56		56
15B	1.9					5		5
16A	20.2			76				76
16B	7.0			26				26
TOTALS	229.5		225.0	126.0	271.0	167.0	0.0	789

ARGYLE									TOTAL LOT COUNT
VILLAGE	AREA (AC)	USE/ZONING DISTRICT	50-FT LOTS	60-FT LOTS	70-FT LOTS	80-FT LOTS	90-FT LOTS	90-FT LOTS MIN 18,000 SF	
7-AR	13.3			52					52
8-AR	15.5			55					55
9-AR	41.9				20		70		90
10-AR	20.7							32	32
19-AR	13.9			28		17			45
20-AR	19.0					9	37		46
TOTALS	124.0			135	20	26	107	32	320

OVERALL TOTALS	598.8		802	598	399	207	107	32	2145
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SINGLE FAMILY VILLAGE MAP
CANYON FALLS
TOWN OF NORTHLAKE
TOWN OF FLOWER MOUND
TOWN OF ARGYLE (ETJ)
DENTON COUNTY, TEXAS
25 February 2015

Memo

To: Honorable Mayor and Town Council
From: Drew Corn, Town Administrator
CC: Robert Crawford, Police Chief
Shirley Rogers, Town Secretary
Date: June 9, 2016
Re: Overnight Parking Ordinance Consideration

At the December 11, 2014 Town Council meeting, council modified the Texas Speedway Center Mixed-Use Planning District to allow truck fueling stations. The modifications were primarily to allow Quik Trip to offer diesel fuel pumps for commercial trucks with trailers (18-wheelers). Since QT has begun operations, patrol officers have observed numerous trucks parking overnight which is prohibited per the Town's Unified Development Code. This is a zoning violation and the property owner can be fined although the truck drivers are the perpetrators.

Mayor Dewing met with the general manager and informed him of the potential violations and fines. The manager was unaware that the property owner would be fined for said zoning violations. Subsequently the manager has installed "No Overnight Parking" signs at all truck bays adjacent to the fueling stations. The number of trucks parking overnight has decreased dramatically. However, situations could arise where QT management attempts to force the truck driver to move but are unable to get compliance.

There may also be cases where the Northlake Police Department is proactive against overnight truck parking or decide to assist QT management whose efforts have been unsuccessful. In addition, more and more trucks have been parking along Town streets overnight. To allow Northlake PD the ability and authority to enforce no overnight truck parking, Council can consider an ordinance to that effect. The proposed ordinance has been reviewed by Ashley Dierker, Town Attorney.

Please contact me at 940.242.5701 if you have any questions or comments.

**TOWN OF NORTHLAKE
ORDINANCE NO. 16-0609A**

AN ORDINANCE OF THE TOWN OF NORTHLAKE AMENDING CHAPTER 11, "TRAFFIC AND VEHICLES," PROHIBITING OVERNIGHT PARKING IN CERTAIN LOCATIONS WITHIN THE TOWN; ESTABLISHING A PENALTY FOR VIOLATION; PROVIDING FOR SEVERABILITY; PROVIDING FOR PUBLICATION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Town of Northlake, Texas (hereinafter referred to as the "Town") is a Type A general law municipality located in Denton County created in accordance with the provisions of Chapter 6 of the Texas Local Government Code and operating pursuant to the enabling legislation of the State of Texas; and

WHEREAS, the Town, as a general-law municipality, has exclusive control over and under the public highways, streets, and alleys of the municipality pursuant to Section 311.002 of the Texas Transportation Code; and

WHEREAS, the Town Council of the Town of Northlake is authorized pursuant to Sections 542.201 and 542.202 of the Texas Transportation Code to adopt local traffic regulations, including regulations related stopping, standing, and parking of a vehicle; and

WHEREAS, Section 545.302 of the Texas Transportation Code prohibits stopping, standing, or parking in certain areas, including areas where an official sign prohibits stopping, standing, or parking; and

WHEREAS, the Town Council is further empowered by Section 544.002 of the Texas Transportation Code to place and maintain any traffic control devices upon any street within its jurisdiction as it may deem necessary to indicate and carry out the provisions of said section, local traffic ordinances or to regulate, warn or guide traffic, and finds that the placement of such signs and other traffic control devices within the Town is in the best interests of the health, safety and welfare of the members of the public; and

WHEREAS, the Town Council hereby finds that the adoption of this Ordinance is in the best interest of the health, safety and welfare of the citizens of the Town in its effort to regulate parking within the Town by restricting the hours any vehicle may park in certain areas within the Town.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF NORTHLAKE, TEXAS:

SECTION 1.

That the Town of Northlake Code of Ordinances are amended by amending Chapter 11, "Traffic and Vehicles," to add Article 11.06, "Overnight Parking Prohibited," so that hereafter said Article shall be and read as follows:

"ARTICLE 11.06 Overnight Parking Prohibited

Section 11.06.001 Overnight Parking Prohibited

- (a) A person commits an offense if the person stops, stands, or parks a commercial motor vehicle, boat or boat trailer, or recreational vehicle (RV), including travel trailers, campers, or motorhomes at a location where official signs, curb markings, or street markings prohibit such stopping, standing, or parking.
- (b) A person commits an offense if the person leaves standing or parked a commercial motor vehicle, boat or boat trailer, or recreational vehicle (RV), including travel trailers, campers, or motorhomes, for a period of time longer than that permitted by official sign, curb marking, or street marking.
- (c) A person commits an offense if the person leaves standing or parked a commercial motor vehicle, boat or boat trailer, or RV, including travel trailers, campers, or motorhomes, on public or private property that is zoned Mixed Use, Commercial, or Industrial as defined in the Unified Development Code where official signs, curb markings, or street markings prohibit such stopping, standing, or overnight parking.
- (d) No truck-tractor, road tractor, semi-trailer, tractor-trailer, or similar vehicle with a payload or capacity of greater than one (1) ton or more according to the manufacturer's classification or the licensed registered weight shall be parked on any property zoned Mixed Use, Commercial, or Industrial as defined in the Unified Development Code unless said vehicle is used in conjunction with a permitted business located on the lot; and the vehicle is parked on a concrete, asphalt or other approved, hard, all-weather surface.
- (e) "Commercial vehicle" shall mean any vehicle designed or used primarily for transportation of property or persons for hire with a rated capacity or payload greater than one (1) ton or more according to the manufacturer's classification or licensed registered weight. A commercial vehicle meeting these criteria may include but shall not be limited to vehicles:
 - 1. Registered to a business;
 - 2. Bearing a business insignia; or
 - 3. Bearing a commercial license plate.
- (f) Commercial vehicles may include but shall not be limited to trucks, tractors, road-tractors, truck-tractors, semi-trailers, tractor trailers, trailers, vans, step-vans, wreckers, motor buses, street or suburban buses, school buses and taxi cabs.
- (g) Any person violating any provision of this Article within the corporate limits of the Town of Northlake, Texas, shall be guilty of a misdemeanor, and upon conviction shall be fined as provided for in in Section 1.01.009 of the Code of Ordinances of the Town. Each day that such violation continues shall be a separate offense. Prosecution or conviction under this provision shall never be a bar to any other remedy or relief for violations of this article. In a prosecution for an offense under this article involving the stopping, standing, or parking of a motor vehicle it is presumed that the registered owner of the vehicle is the person who stopped, stood, or parked the vehicle at the time and place the offense occurred.

- (h) The Town Administrator or the Town Administrator's designee shall erect signs to designate areas for which the overnight parking restrictions described in this article apply. Such sign(s) will inform ordinarily observant persons that parking is prohibited in designated areas at certain times."

SECTION 2.

Violation of this ordinance shall be punishable by a fine in accordance with Section 1.01.009 of the Town of Northlake Code of Ordinances. Each separate violation shall be punishable hereunder and each day each such violation shall be allowed to exist or continue shall constitute a separate violation punishable hereunder.

SECTION 3.

It is hereby declared to be the intention of the Town Council that the sections, paragraphs, sentences, clauses and phrases of this ordinance are severable and, if any phrase, clause, sentence, paragraph or section of this ordinance shall be declared unconstitutional or otherwise invalid by the final judgment or decree of any court of competent jurisdiction, such invalidity shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this ordinance, since the same would have been enacted by the Town Council without the incorporation in this ordinance of any such invalid phrase, clause, sentence, paragraph or section.

SECTION 4.

The Town Secretary of the Town of Northlake is hereby directed to publish the caption, penalty clause, publication clause and effective date clause of this Ordinance.

SECTION 5.

This ordinance shall be effective immediately upon passage and publication as required by law.

AND IT IS SO ORDAINED.

PASSED AND APPROVED on this 9th day of June, 2016.

TOWN OF NORTHLAKE

By: _____
Peter Dewing, Mayor

ATTEST:

Shirley Rogers, Town Secretary

APPROVED AS TO FORM AND LEGALITY:

Ashley D. Dierker, Town Attorney

Memo

To: Honorable Mayor and Town Council
From: Drew Corn, Town Administrator
CC: Eric Tamayo, Public Works Director
Shirley Rogers, Town Secretary
Date: June 9, 2016
Re: Watering Schedule Ordinance Revision

At the May 12, 2016, Town Council reviewed the watering schedule based on the efforts of the four regional raw water providers (North Texas Municipal Water District, Tarrant Regional Water District, City of Dallas, and City of Fort Worth) to move from a four-stage watering restriction plan to a three-stage plan. To avoid confusion and multiple schedules, Upper Trinity Regional Water District recommends the Town consider a similar schedule.

Based on comments and direction from Council, staff presents the proposed Town watering schedule as follows:

Stage	Mon	Tue	Wed	Thu	Fri	Sat	Sun
Year Round	No outdoor watering between 10 am and 6 pm						
One	None	Comm.	Res. Even	Res., Odd	Comm.	Res., Even	Res., Odd
Two	None	Comm.	None	Res., Odd	None	Res., Even	None
Three	No outdoor watering, hand-watering only						

Comm. – Commercial, Res. – Residential

An ordinance revision has been prepared that reflects the proposed changes for Council consideration.

Please contact me at 940.242.5701 if you have any questions or comments.

**TOWN OF NORTHLAKE
ORDINANCE NO. 16-0609B**

AN ORDINANCE OF THE TOWN OF NORTHLAKE, TEXAS, AMENDING ARTICLE 12.08 OF THE CODE OF ORDINANCES, TOWN OF NORTHLAKE, TEXAS BY ADOPTING A WATER CONSERVATION AND DROUGHT CONTINGENCY PLAN; ESTABLISHING CRITERIA FOR DROUGHT RESPONSE STAGES AND RESTRICTIONS ON CERTAIN WATER USES TO ENSURE THE HEALTH AND SAFETY OF NORTHLAKE CITIZENS; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY FOR VIOLATION; PROVIDING FOR PUBLICATION IN THE OFFICIAL NEWSPAPER AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Town of Northlake is a Type A general-law municipality located in Denton County, Texas, created in accordance with the provisions of Chapter 6 of the Local Government Code and operating pursuant to the enabling legislation of the State of Texas; and

WHEREAS, the Town of Northlake recognizes that the amount of water available to the Town and its water utility customers is limited and subject to depletion during periods of extended drought, and that due to these natural limitations and other acts of God, an uninterrupted water supply for all purposes cannot be guaranteed; and

WHEREAS, Section 11.1272 of the Texas Water Code and applicable rules of the Texas Commission on Environmental Quality require that all public water supply systems in Texas prepare a drought contingency plan; and

WHEREAS, as authorized under law, and in the best interest of the citizens of the Town of Northlake, Texas, the Town Council deems it expedient and necessary to establish certain rules and policies for the orderly and efficient management of limited water supplies during drought and other water supply emergencies; and

WHEREAS, the Town Council has determined that the adoption of the below Water Conservation Policy and Drought Contingency Plan is in the best interests of the citizens of the Town of Northlake, Texas, and is necessary in order to promote and preserve fire safety, and public health and sanitation.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF NORTHLAKE, TEXAS:

SECTION 1

That the Town of Northlake Code of Ordinances is amended by amending Chapter 12, "Utilities," Article 12.08, "Water Conservation and Drought Contingency Plan" to read as follows:

"ARTICLE 12.08 WATER CONSERVATION AND DROUGHT CONTINGENCY PLAN

Sec. 12.08.001 Declaration of Policy, Purpose, and Intent

(a) In order to conserve the available water supply and protect the integrity of water supply facilities, with particular regard for domestic water use, sanitation, and fire protection, and to

protect and preserve public health, welfare, and safety and minimize the adverse impacts of water supply shortage or other water supply emergency conditions, the Town hereby adopts the following regulations and restrictions on the delivery and consumption of water.

(b) Water uses regulated or prohibited under this water conservation and drought contingency plan (the “plan”) are considered to be nonessential and continuation of such uses during times of water shortage or other emergency water supply condition are deemed to constitute a waste of water which subjects the offender(s) to penalties as defined in Section 12.08.009 of this plan.

Sec. 12.08.002 Public Education

(a) The Town will periodically provide the public with information about the plan, including information about the conditions under which each stage of the plan is to be initiated or terminated and the measures to be implemented in each stage. This information will be provided by the Director of Public Works through ongoing programs designed to reach a wide variety of customers. These ongoing programs include public outreach to schools, civic groups, and other adult and child groups. The Director of Public Works will distribute conservation and drought response brochures, and provide them to the general public. The Town website will be used to educate the public on conservation, and drought response, as well as other topics affecting water use practices.

(b) At any time this plan is initiated or terminated, the Director of Public Works or his/her designee shall notify the public by means of publication in a newspaper of general circulation, publication on the Town’s web site, signs posted in public places, and take-home fliers at schools. Additionally, the Director of Public Works or his/her designee shall directly notify the Mayor and members of the Town Council, the Fire Chief, the Police Chief, major water users, and any critical water users (i.e. hospitals).

Sec. 12.08.003 Coordination with Regional Water Planning Groups

The service area of the Town is located within Region C water planning group. A copy of the plan has been submitted to the Region C group. Because a portion of the water supply is provided by Texas Regional Water District (“TRWD”), a copy of the plan has been provided to them as well.

Sec. 12.08.004 Authorization

The Director of Public Works, or his/her designee is hereby authorized and directed to implement the applicable provisions of this plan upon determination that such implementation is necessary to protect public health, safety, and welfare. The Mayor or his/her designee shall have the authority to initiate or terminate drought or other water supply emergency response measures as described in this plan.

Sec. 12.08.005 Application

The provisions of this plan shall apply to all persons, customers, and property utilizing water provided retail by the Town. The terms “person” and “customer” as used in the plan include individuals, corporations, partnerships, associations and all other legal entities.

Sec. 12.08.006 Definitions

For the purposes of this plan, the following definitions shall apply:

Aesthetic Water Use. Water use for ornamental or decorative purposes such as fountains, reflecting pools, and water gardens.

Areas of Water Service. Specific areas with unique and distinct water service delivery and characteristics, such as groundwater supplied and treated surface water supplied.

Commercial and Institutional Water Use. Water use which is integral to the operations of commercial and nonprofit establishments and governmental entities, such as retail establishments, hotels and motels, restaurants, and office buildings.

Conservation. Those practices, techniques, and technologies that reduce the consumption of water, reduce the loss or waste of water, improve the efficiency in the use of water or increase the recycling and reuse of water so that a supply is conserved and made available for fixture or alternative uses.

Customer. Any person, company, or organization using water supplied by the Town.

Director. The Director of Public Works of the Town or his/her duly authorized designee responsible for the Town's water.

Domestic Water Use. Water use for personal needs or for household or sanitary purposes such as drinking, bathing, heating, cooking, sanitation, or for cleaning a residence, business, industry, or institution

Drought. Generally a lack of adequate water to supply needs or replenish supplies used.

Landscape Irrigation Use. Water used for the irrigation and maintenance of landscaped areas, whether publicly or privately owned, including residential and commercial lawns, gardens, golf courses, parks, and rights-of-way and medians.

Mayor. The Mayor of the Town of Northlake or his/her duly authorized designee.

Nonessential Water Use. Water uses that are not essential or required for the protection of public health, safety, and welfare, including:

- (1) Irrigation of landscape areas, including parks, athletic fields, and golf courses, except otherwise provided by this plan;
- (2) Use of water to wash any motor vehicle, motorbike, boat, trailer, airplane or other vehicle;
- (3) Use of water to wash down any sidewalks, walkways, driveways, parking lots, tennis courts, or other hard-surfaced areas;
- (4) Use of water to wash down buildings or structures for purposes other than the immediate fire protection;
- (5) Flushing gutters or permitting water to run or accumulate in any gutter or street;

- (6) Use of water to fill, refill, or add to any indoor or outdoor swimming pools or Jacuzzi-type pools;
- (7) Use of water in a fountain or pond for aesthetic or scenic purposes, except where necessary to support aquatic life;
- (8) Failure to repair a controllable leak(s) within a reasonable period after having been given notice directing the repair of such leak(s); and
- (9) Use of water from hydrants for construction purposes or any other purposes other than firefighting.

Person. Any person, entity, firm, partnership, association, corporation, company or organization of any kind.

Rationing. Limits the amount of water that can be used.

Restrictions. Limit how and when water may be used.

Town Secretary. The Town Secretary of the Town of Northlake or his/her duly authorized designee.

Water. Water taken from any public water supply or distribution system within the boundaries of the Town, potable or nonpotable, and means either raw or potable water.

Sec. 12.08.007 Initiation and Termination of Drought Response Stages

(a) **Monitoring.** All relevant components of the Town water system will be monitored to ensure timely response to water situations. The TRWD will monitor water supply and raw water delivery trends and potential system constraints. The Director of Public Works will monitor supply, treatment and distribution system trends and potential constraints. Should trends show that any system is approaching trigger levels, more detailed monitoring will be implemented. At a minimum, during noncritical water supply periods, the monitoring and trending will take place monthly. During critical water supply periods the monitoring and trending will take place at least weekly, and if determined necessary, monitored even more frequently.

(b) **Initiation of Drought Response.** When emergency or trigger conditions occur, the Director of Public Works or his/her designee shall make recommendations to the Mayor of the appropriate stage of the plan to order. The Mayor shall have the authority to initiate or terminate the appropriate drought response stage. Notification of the public will occur as set forth in Section 11.602(b) above.

(c) **Meeting or exceeding one or more trigger conditions** will be sufficient cause to initiate corresponding plan stage. The Director of Public Works or his/her designee may recommend that a stage not be initiated under these circumstances. Factors which may influence the recommendation and the Mayor's decision include, but are not limited to, the time of the year, weather conditions, anticipation of replenished water supplies, or anticipation that facilities will be placed online to serve demand.

(d) The Town will notify the Executive Director of the state Commission on Environmental Quality (TCEQ) within 5 business day of the implementation of any mandatory provisions of the emergency water management plan.

(e) Termination of Drought Response. Termination of the drought measure will be announced and the public notified as set forth in Section 11.602(b) above when all of the triggering conditions that initiated the drought measures have ceased to exist for a period of three (3) days.

Sec. 12.08.008 Water Management Stages

(a) Year Round, Water Awareness.

(1) Actions Available. Applied locally or to all customers, as necessary some or all may be initiated by the Town:

(A) Water customers requested to voluntarily reduce water use, to practice water conservation and to minimize water use for nonessential purposes.

(B) Initiate public information efforts to teach and encourage reduced water use.

(C) Limit landscaping watering at each service address to 3 times per week. The Mayor in consultation with the director will develop a watering schedule to take into account areas of water service within the Town while adhering to the 3 times per week watering schedule.

(D) Require the public not to water between the hours of 10:00 a.m. to 6:00 p.m. for efficient use of irrigation water.

(E) Prior to filling any pool in excess of 10,000 gallons capacity (aboveground or in-ground), the owner or the owner's representative shall apply for a scheduled filling date(s) and time with the Director of Public Works. In establishing pool filling date(s) and time, the Director of Public Works shall inspect the water level of the Town's domestic water storage tanks to ensure that sufficient water storage is on hand.

(b) Stage 1, Water Watch.

(1) Triggering Criteria.

(A) The water available to the Town is equal to or less than 75% of storage;

(B) Demand exceeds 80% of deliverable capacity for 3 consecutive days;

(C) Water demand equals a reduced delivery capacity for all or part of the system due to supply or production capacity limitations including contamination of the system; or

- (D) Pursuant to the requirements of any wholesale water purchase contract, notification is received requesting initiation of Stage 1 of the plan.
- (2) Actions Available. Applied locally or all customers, as necessary, some or all may be initiated by the Town:
- (A) Initiate emergency engineering studies to evaluate alternatives should conditions worsen.
 - (B) Continue public information efforts regarding water supply conditions and conservation efforts.
 - (C) Begin mandatory water use restrictions as follows:
 - (i) Prohibit hosing off of sidewalks, driveways, parking lots, paved areas, tennis courts, or other hard-surfaced areas;
 - (ii) Prohibit wash down of buildings, windows or structures, other than for fire protection;
 - (iii) Operation of any ornamental fountain or pond for aesthetic or scenic purposes is prohibited, except where necessary to support aquatic life or where such fountains or ponds are equipped with a recirculation system;
 - (iv) Use of water to wash any motor vehicle, motorbike, boat, trailer, airplane or other vehicle is prohibited except on designated watering days between the hours of 12:00 midnight and 10:00 a.m. and between 8:00 p.m. and 12:00 midnight. Such washing, when allowed, shall be done with a handheld bucket or a handheld hose equipped with a positive shutoff nozzle for quick rinses. Vehicle washing may be done at any time on the immediate premises of a commercial carwash or commercial service station. Further, such washing may be exempted from these regulations if the health, safety, and welfare of the public is contingent upon frequent vehicle cleansing, such as garbage trucks and vehicles used to transport food and perishables;
 - (v) Prohibit the flushing of gutters;
 - (vi) Use of water to fill, refill, or add to any indoor or outdoor swimming pools, wading pools, or Jacuzzi-type pools is prohibited, except on designated watering days between the hours of 12:00 midnight and 10:00 a.m. and between 8:00 p.m. and 12:00 midnight;
 - (vii) Use of water from hydrants shall be limited to firefighting, related activities, or other activities necessary to maintain public health, safety, and welfare, except that use of water from designated fire hydrants for construction purposes may be allowed under special permit from the Town;
 - (viii) Use of water for the irrigation of golf course greens, tees, and fairways is prohibited except on designated watering days between the

hours 12:00 midnight and 10:00 am. and between 8:00 p.m. and 12:00 midnight. However, if the golf course utilizes a water source other than that provided by the Town, the facility shall not be subject to these regulations;

(ix) All restaurants are prohibited from serving water to patrons except upon request of the patron; and

(x) Prohibit using water for dust control or in such a manner as to allow runoff or other water wastes.

(xi) Limit landscaping watering at each service address to twice every week based on the last digit of the address per the schedule below:

Last Digit of Address Allowed Water Days

Even - Residential Wednesday and Saturday

Odd - Residential Thursday and Sunday

All - Commercial Tuesday and Friday

(xii) No watering will be allowed on Monday.

(xiii) The Mayor in consultation with the Director of Public Works may modify the above watering schedule to take into account areas of water service within the Town while adhering to the twice weekly watering schedule.

(xiv) Require the public not to water between the hours of 10:00 a.m. to 6:00 p.m. for efficient use of irrigation water.

(xv) The lowest address number will identify apartments, office building complexes or other property containing multiple addresses. Where there are no numbers, a number will be assigned by the Director of Public Works. These restrictions also apply to government facilities.

(D) Exceptions to the above mandatory water use restrictions: Foundations and new plantings (first year) of trees and shrubs may be watered with a handheld or soaker hose on any day for up to 2 hours; nurseries may water plant stock only; public gardens may water without restrictions. Hand held watering by hose with automatic shutoff valve or by bucket may be done on any day. Restrictions do not apply to any location using private wells or wastewater effluent for irrigation.

(E) A 10% rate increase shall be initiated for high water usage (commercial irrigation or residential meters with readings greater than 45,000 gallons per month, per account).

(F) Require a reduction by area governmental agencies of nonessential water use and a reduction in landscape watering.

(G) Encourage public to delay until the emergency water situation has passed to establish new landscaping.

(H) Prohibit draining and refilling of existing pools and filling of new pools. Existing commercial, public and private swimming pools that are filled may add water to replace that lost during daily use.

(3) All initiated measures will remain in effect until all of the conditions that triggered Stage 1 have ceased to exist for a period of 3 consecutive days or until such time as the Director of Public Works has determined that necessity for the initiated actions no longer exists. If Stage 1 is initiated because of excessive demands, all initiated actions will remain in effect through September 30 or until the Mayor determines that these measures are no longer required.

(c) Stage 2, Water Warning.

(1) Triggering Criteria.

(A) The water available to the Town is equal to or less than 60% of usable storage;

(B) Demand exceeds 85% of deliverable capacity for 3 consecutive days;

(C) Water demand exceeds a reduced delivery capacity for all or part of the system due to supply or production capacity limitations including contamination of the system; or

(D) Pursuant to the requirements of any wholesale water purchase contract, notification is received requesting initiation of Stage 2 of the plan.

(2) Actions Available. (Applied locally or to all customers, as necessary; some or all may be initiated)

(A) Implement recommended engineering alternatives.

(B) Continue implementation of all restrictions from previous stages.

(C) Begin additional mandatory water use restrictions as follows:

(i) Prohibit residential or commercial landscape watering and car washing between the hours of 10:00 a.m. and 6:00 p.m.

(ii) Limit landscaping watering at each service address to once every week based on the last digit of the address per the schedule below:

Last Digit of Address Allowed Water Days

Even - Residential Saturday

Odd - Residential Thursday

All - Commercial Tuesday

(iii) No watering will be allowed on Monday, Wednesday, Friday and Sunday.

(iv) The Mayor in consultation with the director may modify the above watering schedule to take into account areas of water service within the Town while adhering to the once weekly watering schedule.

(v) A 20% rate increase shall be initiated for high water usage (commercial irrigation or residential meters with readings greater than 45,000 gallons per month, per account).

(vi) Foundations, shrubs, and trees may be watered with soaker or handheld hose on the same weekly basis as landscapes (set forth in Section 11.608(b)(2)(D) for up to two hours.

(vii) Public gardens may water, but not between the hours of 10:00 a.m. and 6:00 p.m.

(viii) Nurseries may water plant stock, but not between the hours of 10:00 a.m. and 6:00 p.m.

(ix) No new landscaping may be established during this period.

(x) No refilling of private pools. Commercial and public pools may refill water lost from normal daily use.

(3) All initiated actions will remain in effect until all of the conditions that triggered Stage 2 have ceased to exist for a period of 3 consecutive days or until such time as the Director of Public Works has determined that necessity for the initiated actions no longer exists. If Stage 3 is initiated because of excessive demands, all initiated actions will remain in effect through September 30 or until the Mayor determines that these measures are no longer required.

(d) Stage 3, Water Emergency.

(1) Triggering Criteria.

(A) The water available to the Town is equal to or less than 45% of storage;

(B) Demand exceeds 90% of deliverable capacity for 3 consecutive days;

(C) Water demand seriously exceeds a reduced delivery capacity for all or part of the system due to supply or production capacity limitations including contamination of the system; or

(D) Pursuant to the requirements of any wholesale water purchase contract, notification is received requesting initiation of Stage 4 of the plan.

(2) Actions Available. (Applied locally or to all customers, as necessary; some or all may be initiated)

(A) Continue implementation of all restrictions from previous stages.

(B) Begin additional mandatory water use restrictions as follows:

(i) Prohibit residential and commercial landscape watering, with the following exceptions:

a. Nurseries' plant stock may be watered, but not between the hours of 10:00 a.m. and 6:00 p.m. All watering must adhere to the weekly landscape watering schedule of Section 11.608(b)(2)(D).

b. Public gardens may water, but not between the hours of 10:00 a.m. and 6:00 p.m. All watering must adhere to the weekly landscape watering schedule of Section 11.608(b)(2)(D).

c. Foundations may be watered for a two-hour period, but not between the hours of 10:00 a.m. and 6:00 p.m. All watering must adhere to the weekly landscape watering schedule of Section 11.608(b)(2)(D), and must be done with a soaker hose or a handheld hose with an automatic shut-off valve.

d. Any location using groundwater or wastewater effluent for irrigation.

(ii) Any and all washing of vehicles is prohibited, except vehicles that need to be washed for health, sanitation, or safety reasons, such as food carriers. Any vehicle washing must occur at a commercial carwash or commercial service station with a re-circulating water system.

(iii) No new landscaping may be established during this period.

(iv) No refilling of private pools. Commercial and public pools may refill water lost from normal daily use.

(C) All commercial water uses may be required to reduce water consumption by a percentage determined by the Mayor.

(3) All initiated actions will remain in effect until all of the conditions that triggered Stage 3 have ceased to exist for a period of 3 consecutive days or until such time as the Director of Public Works has determined that necessity for the initiated actions no longer exists. If Stage 3 is initiated because of excessive demands, all initiated actions will remain in effect through September 30 or until the Mayor determines that these measures are no longer required.

Sec. 12.08.009 Enforcement

(a) No person shall knowingly or intentionally allow the use of water from the Town for residential, commercial, industrial, agricultural, governmental, or any other purpose in a manner contrary to any provisions of this plan, or an amount in excess of that permitted by the drought response stage in effect at the time pursuant to action taken by the Mayor, or his/her designee, in accordance with provisions of this plan.

(b) Any person who violates this plan is guilty of a misdemeanor. Each day that one or more of the provisions in this plan is violated shall constitute a separate offense. If a person is convicted of 3 or more distinct violations of this plan, the Director of Public Works, shall, upon due notice to the customer, be authorized to discontinue water service to the premises where the violations occur. Services discontinued under such circumstances shall be restored only upon payment of

reconnection charge, and any other costs incurred by the Town in discontinuing service. In addition, suitable assurance must be given to the Director of Public Works that the same action will not be repeated while the plan is in effect. Compliance with this plan may also be sought through injunctive relief in the district court.

(c) Any person, including a person classified as a water customer of the Town, in apparent control of the property where the violation occurs or originates shall be presumed to be the violator, and proof that the violation occurred on the person's property shall constitute a reputable presumption that the person in apparent control of the property committed the violation, but any such person shall have the right to show he/she did not commit the violation. Parents shall be presumed to be responsible for violations of their minor children and proof that a violation, committed by a child, occurred on the property within the parent's control shall constitute a reputable presumption that the parent committed the violation, but any such parent may be excused if he/she proves that he/she had previously directed the child not to use the water as it was used in violation of this plan and that the parent could not have reasonably known of the violation.

(d) Any employee of the Town, police officer, or other employee designated by the Director of Public Works, may issue a citation to a person he/she reasonable believes to be in violation of this plan. The citation shall be prepared in duplicate and shall contain the name and address of the alleged violator, if known; the offense charged and shall direct him/her to appear in the municipal court, on the date shown on the citation.

Sec. 12.08.010 Private Water Well Exception

(a) Any person who maintains or uses private water wells for other than domestic water use (such as landscape irrigation) is exempt from the requirements, restrictions and limitations of the water management stages of this plan. Individuals with private water wells are, however, encouraged by the Town to abide by the plan and its water conservation goals in order to protect long-term water supplies.

(b) At any time this plan is initiated, to be entitled to such exemption, any such person shall be required to post notice of such private water well use. Each person shall pay for an appropriate sign, which will be provided by the Town indicating a private water well supply. The sign shall be placed in the yard in close proximity to the Town's water meter indicating private water well use until such time as the plan has been terminated.

(c) Private well owners must register their well and type of well with the Public Works Department.

(d) Failure to post the required sign or to register any private well during Stage 2 through Stage 4 water management stages, shall result in the loss of the exemption from the landscaping water requirements.

(e) This provision only applies to owners of private water wells that are also Town of Northlake water customers with a water meter and account with the Town.

Sec. 12.08.011 Variances

(a) The Director of Public Works, or his/her designee, may, in writing, grant temporary variance for existing water uses otherwise prohibited under this plan, if it is determined that failure

to grant such variance would cause an emergency condition adversely affecting the health, sanitation, or fire for the public or the person requesting such variance and if one or more of the following conditions are met:

- (1) Compliance with this plan cannot be technically accomplished during the duration of the water supply shortage or other condition for which the plan is in effect.
- (2) Alternative methods can be implemented which will achieve the same level of reduction in water use.

(b) Persons requesting an exemption from the provisions of this plan shall file a petition for variance with the Town within 5 days after the plan for a particular drought response stage has been invoked. All petitions for variances shall be reviewed by the Director of Public Works, or his/her designee, and shall include the following:

- (1) Name and address of the petitioner(s).
- (2) Purpose of water use.
- (3) Specific provision(s) of the plan from which the petitioner is requesting relief.
- (4) Detailed statement as to how the specific provision of the plan adversely affected the petitioner or what damage or harm will occur to the petitioner or others if the petitioner complies with this plan.
- (5) Description of the relief requested.
- (6) Period of time for which the variance is sought.
- (7) Alternative water use restrictions or other measures the petitioner is taking or proposes to take to meet the intent of this plan and the compliance date.
- (8) Other pertinent information.

(c) Variances wanted by the Town shall be subject to the following conditions unless waived or modified by the Director of Public Works:

- (1) Variances granted shall include a timetable for compliance.
- (2) Variances granted shall expire when the plan is no longer in effect, unless the petitioner has failed to meet specified requirements.

(d) No variance shall be retroactive or otherwise justify any violation of the plan occurring prior to the issuance of the variance.

Sec. 12.08.012 Water Wasting

“Water wasting” means to permit or cause water flow, spray, or otherwise move or discharge water from the premises to or upon the street, alley, or public right-of-way, ditch or drain, or failing to repair a leak in a private plumbing system or in an irrigation system within 5 working days of the discovery or notification of such. Any violation of this Section is punishable as set forth in the general penalty provision found in Section 1.01.009 of this Code.”

SECTION 2 CULUMLATIVE CLAUSE

This ordinance shall be cumulative of all provisions of ordinances of the Town of Northlake, Texas, except when the provisions of this ordinance are in direct conflict with the provisions of such ordinances or Code, in which such conflicting provisions of such ordinances or Code are hereby repealed.

SECTION 3 SEVERABILITY CLAUSE

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

SECTION 4 PENALTY CLAUSE

Any person found guilty of violating any of the provisions of this ordinance shall be fined not less than \$1.00 and not more than \$2,000.00, and each and every violation of the various provisions of this ordinance shall constitute a separate offense, as shall each day that violation continues.

SECTION 5 PUBLICATION

The Town Secretary of the Town of Northlake is hereby directed to publish this ordinance or its caption and penalty clause in one issue of the official Town newspaper as required by Section 52.011 of the Local Government Code.

SECTION 6 EFFECTIVE DATE

This ordinance shall be in full force and effect from and after its passage and publication as required by law, and it is so ordained.

Passed and approved on this the 9th day of June, 2016.

TOWN OF NORTHLAKE, TEXAS

Peter Dewing, Mayor

Attest:

Shirley Rogers, Town Secretary

Memo

To: Honorable Mayor and Councilmembers
From: Shirley Rogers, Town Secretary
CC: Drew Corn, Town Administrator
Date: June 3, 2016
Re: Appointment of Mayor Pro Tempore

Dear Honorable Mayor and Council Members:

Each year following the general election, the council is allowed to appoint a member of the council as mayor pro tempore. At each new governing body's first meeting or as soon as practicable, the governing body shall elect one council member to serve as mayor pro tempore for a term of one year. If the mayor fails, is unable, or refuses to act, the mayor pro tempore shall perform the mayor's duties and is entitled to receive the fees and compensation prescribed for the mayor.

If the mayor and the mayor pro tempore are absent, any council member may be appointed to preside at the meeting. (LGC 22.037)

22.037. MAYOR AS PRESIDING OFFICER; PRESIDENT PRO TEMPORE

(a) The mayor shall reside at all meetings of the governing body of the municipality and, except in elections, may vote only if there is a tie.

(b) At each new governing body's first meeting or as soon as practicable, the governing body shall elect one alderman to serve as president pro tempore for a term of one year.

(c) If the mayor fails, is unable, or refuses to act, the president pro tempore shall perform the mayor's duties and is entitled to receive the fees and compensation prescribed for the mayor.

(d) If the mayor and the president pro tempore are absent, any alderman may be appointed to preside at the meeting.

Memo

To: Honorable Mayor and Town Council

From: Drew Corn, Town Administrator

CC: Nathan Reddin, Development Director
Shirley Rogers, Town Secretary

Date: June 9, 2016

Re: Northlake Economic Development Corporation (EDC) and Community Development Corporation (CDC) Director Appointments

Multiple directors on the Northlake Economic and Community Development Corporations' Boards have terms expiring. Specifically, Bobby Dowell, Gary Baxter, Hillary Simpson and Cale Welborn from the EDC, and Michael Ganz, James Manuel, and Bo Roberts from the CDC. With the exception of Gary Baxter, all have expressed interest in returning to their respective boards. Below is the current board structure with term expiration dates.

EDC Board of Directors (Term Expires)	CDC Board of Directors (Term Expires)
Bobby Dowell (May 2016) - President	Jeff Mewhirter (May 2017) - President*
Gary Baxter (May 2016) – Vice President	Tammy Wright (May 2017)- Vice President*
Mike McBride (May 2017) – Sec./Treasurer*	Amanda Bodie (May 2017) – Sec./Treasurer
Marie Amarante (May 2017)*	Chris Amarante (term expiring May 2017)*
Hillary Simpson (May 2016)*	Michael Ganz (term expiring May 2016)*
Cale Welborn (May 2016)	James Manuel (term expiring May 2016)*
Tim Wright (May 2017)*	Bo Roberts (term expiring May 2016)*

* denotes Northlake resident

We have also received applications from multiple residents who wish to become involved on one of the boards. The applications of Austin Jackson, Laura Montini, Vicki Parsons, and Dale Toon are attached. There is no limitation on the number of terms that a board member may serve but as you can see there are many residents expressing interest in serving and limited space available with most of the current board members requesting reappointment. In addition, Amanda Bodie, a CDC director with a term expiring in May 2017, has recently moved out of Northlake and expressed a willingness to give up her position if there was enough interest from existing residents. A minimum of four members of each board must be a resident of Northlake, and the CDC further requires that any non-resident board member must reside in Denton County or within 10 miles of the Town. Ms. Bodie would be eligible to serve out her term because she is still a Denton County resident.

A copy of all applications and/or letters of interest for appointment or reappointment to the boards are attached along with attendance records for board meetings during the past two year term. Please contact me at 940.242.5701 if you have any questions prior to the council meeting.

EDC & CDC Board Meeting Attendance Record

<u>EDC BOARD</u>	6/5/2014	8/21/2014	11/20/2014	2/19/2015	4/16/2015	8/20/2015	9/17/2015	11/19/2015	5/19/2016	% Attended
Dowell	Present	Present	Present	Present	Present	Present	Present	Present	Present	100%
Baxter	Present	Absent	Present	Present	Present	Present	Absent	Present	Present	78%
Simpson	Present	Present	Present	Present	Present	Present	Present	Present	Present	100%
McBride	Present	Present	Present	Present	Absent	Present	Present	Present	Absent	78%
Wright	Present	Present	Present	Present	Present	Present	Present	Present	Present	100%
Bodie	Present	Present	Absent	Present	Present	n/a	n/a	n/a	n/a	80%
Welborn	n/a	n/a	n/a	Present	Present	Present	Present	Present	Present	100%
Amarante, R	n/a	n/a	n/a	n/a	n/a	Present	Present	Present	Absent	75%
Sessions	Absent	Absent	Absent	n/a	n/a	n/a	n/a	n/a	n/a	0%

<u>CDC Board</u>	6/5/2014	8/21/2014	11/20/2014	2/19/2015	4/16/2015	8/20/2015	9/17/2015	11/19/2015	5/19/2016	% Attended
Mewhirter	Present	Present	Present	Present	Present	Absent	Absent	Present	Present	78%
Wright	Present	Present	Present	Present	Present	Present	Present	Present	Present	100%
Bodie	n/a	n/a	n/a	n/a	n/a	Present	Absent	Absent	Present	50%
Amarante, C	Present	Absent	Present	Present	Present	Present	Present	Present	Absent	78%
Ganz	Absent	Present	Present	Present	Present	Present	Present	Absent	Absent	67%
Manuel	Absent	Absent	Present	Absent	Absent	Present	Present	Absent	Absent	33%
Roberts	n/a	n/a	n/a	Present	Present	Absent	Present	Present	Present	83%
McBride, K	Present	Present	Present	Present	Present	n/a	n/a	n/a	n/a	100%
Sessions	Absent	Present	Absent	n/a	n/a	n/a	n/a	n/a	n/a	33%

Nathan Reddin

From: bdowell [REDACTED]
Sent: Friday, June 03, 2016 11:01 AM
To: Nathan Reddin
Subject: Re: EDC

Nathan,

Since February 2000 I have wanted what was best for the citizens of Northlake. I have cared deeply about the growth and type of growth developing in Northlake. The citizens of Northlake deserve nothing less.

With that being said I would ask for consideration to be reappointed to my current position as president of the Northlake EDC board.

Thank you for the opportunity.

Regards,

Bobby Dowell

Sent from my HTC

----- Reply message -----

From: "Nathan Reddin" <NReddin@town.northlake.tx.us>
To: "Bobby Dowell" <bdowell1967@gmail.com>
Subject: EDC
Date: Fri, Jun 3, 2016 10:21

Bobby,

I haven't heard from you. Are you interested in being reappointed?

Nathan Reddin
DEVELOPMENT DIRECTOR
THE TOWN OF NORTHLAKE
1400 FM 407 · Northlake, TX 76247
Phone: 940.242.5703 · Fax: 940.648.0363
Email: nreddin@town.northlake.tx.us
Web: www.town.northlake.tx.us

Shirley Rogers

From: Please Do Not Click Reply <support@govoffice.com>
Sent: Wednesday, June 01, 2016 10:30 PM
To: Shirley Rogers
Subject: Board, Commission and Advisory Group Application (form) has been filled out on your site.

Your Site has received new information through an online form.

Online Form: Board, Commission and Advisory Group Application Site URL: www.town.northlake.tx.us

Name: Austin Jackson

Address: ~~1509 Westview Dr~~

City, State and Zip: Northlake, TX 76226 Home Phone: ~~(972) 809-6178~~ Work Phone: ~~(972) 809-6178~~ Email Address: ~~austintkjackson@gmail.com~~

Occupation, Experience, Degrees Held?: Strategy & Operations Consultant for Deloitte Consulting LLP. Experience with strategic assessments, operations management, supply chain and transportation. 2011 Bachelor's Degree in Business Administration with a focus on Information & Operations Management from Texas A&M University - College Station. Currently attending The University of Texas at Austin UT-McCombs School of Business for the 2018 Texas MBA at DFW Program.

Explain why you would like to serve on this board, commission, or advisory group.: My Wife and I recently moved to Northlake after purchasing our first home together and are excited to plant our roots and begin our family in Northlake. I would like to serve on the economic development corporation board to offer my opinions and advice to do my part to ensure Northlake remains a desirable, safe and family-oriented place to live and work.

Do you have any potential conflicts of interest?: None. Participation has been approved by employer.

Explain any related experience you may have.: Industry/Sector analysis and recommendations for employer/clients.

What do you feel you have to offer this group?: I can offer perspectives on corporate growth strategy and incentives as well as industry trends and expertise. I also travel regularly for my work and experience the benefits various towns/cities offer their citizens and corporations.

This person selected the following option(s).

-Northlake Economic Development Corporation (EDC)

Do Not Click Reply - This e-mail has been generated from an online form.

RECEIVED
JUN 02 2016
BY: *SR*

Shirley Rogers

From: Please Do Not Click Reply <support@govoffice.com>
Sent: Tuesday, May 31, 2016 9:05 AM
To: Shirley Rogers
Subject: Board, Commission and Advisory Group Application (form) has been filled out on your site.

Your Site has received new information through an online form.

Online Form: Board, Commission and Advisory Group Application Site URL: www.town.northlake.tx.us

Name: JAMES MANUEL

Address: [REDACTED]

City, State and Zip: NORTHLAKE, TEXAS 76247 Home Phone: [REDACTED]

Address: [REDACTED] Occupation, Experience, Degrees Held?: Staff Quality and Mission Success Engineer F-35 for over 28 years. BSOP Business Operations.

Explain why you would like to serve on this board, commission, or advisory group.: Since I have been both EDC and CDC for many years. I look forward in advising Council with recommendations for proper planned growth with in the cities limits. What it best for the city and it's residents and what the residents want in a city.

Do you have any potential conflicts of interest?: No Explain any related experience you may have.: Been on EDC and CDC for many years.

What do you feel you have to offer this group?: My many years of experience already being on the boards.

This person selected the following option(s).

-Northlake Community Development Corporation (CDC)

Do Not Click Reply - This e-mail has been generated from an online form.

RECEIVED
MAY 31 2016
BY: *A Rogers*



**BOARD, COMMISSION, & ADVISORY GROUP
APPLICATION**
Form revised 9/14/2011

BOARD, COMMISSION, AND ADVISORY GROUP INFORMATION

Check any that you are interested in:

- ☒ Economic Development Corporation (EDC)
☒ Community Development Corporation (CDC)

☐ Other Advisory Groups: _____

APPLICANT INFORMATION

Name: Laura Montini
Address: 11005 S. Main St. Apt. 101 City/State/ZIP: Northlake TX 76226
Home Phone: 978-231-0248 Work/Cell Phone: 817-762-3924
Email: laura@sniggles.com Fax: _____

How long have you lived at your current address? 2 yrs.

Are you a registered voter? ☒ Yes ☐ No

Certificate No. 123456789

Please answer the following questions. You may attach a separate sheet if needed to fully answer any of the questions. You may also attach a resume although a resume is not required.

Occupation, Experience, Degrees held?

Degrees: Bachelor of Science in Mechanical Engineering, Master of Business Administration

Occupation: Mechanical Engineer at Lockheed Martin

Experience: 15 years as an Engineer and Team Lead, working with Suppliers and business proposal development in a highly diverse team. Served 2 years as the Diversity Council Employee Resource Group

Why do you want to serve on this group?

I would like to use my education and experience to help Northlake progress and grow responsibly.

(continued
next page)

Do you have any potential conflicts of interest?

None.

Do you have any related experience?

Lockheed Martin Diversity Council Employee Resource Group, VP of Communications for LMents group, HOA President, HOA Secretary (see "Occupation, Experience, Degrees" section above).

Being a team lead and serving in various diverse teams throughout my career and education gives me a unique perspective of being a leader, active listener, and participant.

What do you feel you have to offer this group?

I can offer a unique perspective from having lived in a highly populated and developed area that was poorly planned and would like to prevent that from happening to Northlake. My MBA, coupled with my experience, can help the group look at new ways to attract meaningful businesses and improve the community of Northlake for its residents.

Please complete Texas Open Record Act Information on next page

RECEIVED
MAY 8 1 2010

BY: SR

BOARD, COMMISSION, & ADVISORY GROUP APPLICATION

Form revised 9/14/2011

TEXAS OPEN RECORDS ACT INFORMATION

Notice to Applicants: Once submitted, information contained in and included with this application is considered public record and must be released if a request is made.

According to Texas Government Code Section 552.024 each employee or official of a governmental body and each former employee and official of a governmental body shall choose whether to allow public access to the information in the custody of the governmental body that relates to the person's home address, home telephone number, and email address.

Each employee and official shall state their choice to the Town Secretary's office by completing the information below.

Allow public access to:

Home Address

☐ Yes

☒ No

Home Phone Number

☐ Yes

☒ No

Email Address

☒ Yes

☐ No

Official Name (print): Laura Kathleen Morhini

Official Signature: Laura Kathleen Morhini

Date: 5/27/2016

Shirley Rogers

From: Please Do Not Click Reply <support@govoffice.com>
Sent: Friday, June 03, 2016 10:44 AM
To: Shirley Rogers
Subject: Board, Commission and Advisory Group Application (form) has been filled out on your site.

Your Site has received new information through an online form.

Online Form: Board, Commission and Advisory Group Application Site URL: www.town.northlake.tx.us

Name: Vicki Parsons

Address: [REDACTED]

Work Phone: [REDACTED]

Email Address: [REDACTED]

Occupation, Experience, Degrees Held?: Retired, 35+ years in accounting field, heavy general ledger bookkeeping, personal tax preparation, corporate accounting, 2 years college.

Explain why you would like to serve on this board, commission, or advisory group.: I have a good general knowledge of the area and a high interest in the future of the Northlake area. Change IS going to happen, and I would like to help insure that our town and community approach that change in a realistic and positive manner.

Do you have any potential conflicts of interest?: Not to my knowledge.

Explain any related experience you may have.: I was born and raised in the Justin community, active in Justin United Methodist Church, a member of both the mission and finance teams, as well as chair for the women's group. I have participated in community causes such as the C.O.N.T.R.O.L. efforts to prevent a landfill in our community, I volunteered with the Senior Activity Program in Justin for 10+ years. As of this year I participate as needed in early voting as an "election official." What do you feel you have to offer this group?: I have resided in the Northridge Estates neighborhood for almost 9 years, after having grown up in the Justin area, attended Northwest High School, both my daughters attended Northwest High School. I am familiar with most of the families who had the foresight to create Northlake. I feel that my knowledge of the area and my acquaintance with many people in this area would serve to represent a positive relationship in the community.

This person selected the following option(s).

- Other Advisory Groups (as needed)
- Northlake Economic Development Corporation (EDC)
- Northlake Community Development Corporation (CDC)

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RECEIVED
JUN 03 2016
BY: *AR*



BOARD, COMMISSION, & ADVISORY GROUP APPLICATION

Form revised 9/14/2011

RECEIVED
MAY 10 2016

BOARD, COMMISSION, AND ADVISORY GROUP INFORMATION

Check any that you are interested in:

- ☐ Economic Development Corporation (EDC)
☐ Community Development Corporation (CDC)

BY: AR ☐ Other Advisory Groups: _____

APPLICANT INFORMATION

Name: BO ROBERTS
Address: 3274 OLD JUSTICE RD
Home Phone: 972-201-6669
Email: _____

City/State/ZIP: NORTHLAKE 76226
Work/Cell Phone: 972-201-6669
Fax: _____

How long have you lived at your current address? 20 YRS

Are you a registered voter? ☒ Yes ☐ No

Certificate No.: _____

Please answer the following questions. You may attach a separate sheet if needed to fully answer any of the questions. You may also attach a resume although a resume is not required.

Occupation, Experience, Degrees held?

RETIRED 10 YRS CITY COUNCIL

Why do you want to serve on this group?

Do you have any potential conflicts of interest?

NO

Do you have any related experience?

YES

What do you feel you have to offer this group?

EXPERIENCE

Please complete Texas Open Record Act information on next page



BOARD, COMMISSION, & ADVISORY GROUP APPLICATION

Form revised 9/14/2011

BOARD, COMMISSION, AND ADVISORY GROUP INFORMATION

Check any that you are interested in:

- ☒ Economic Development Corporation (EDC)
☐ Community Development Corporation (CDC)

☐ Other Advisory Groups: _____

APPLICANT INFORMATION

Name: Hillary Simpson
Address: [REDACTED] City/State/ZIP: Northlake TX 76247
Home Phone: [REDACTED] Work/Cell Phone: [REDACTED]
Email: [REDACTED] Fax: [REDACTED]

How long have you lived at your current address? 2.5 yrs

Are you a registered voter? ☒ Yes ☐ No Certificate No.: _____

Please answer the following questions. You may attach a separate sheet if needed to fully answer any of the questions. You may also attach a resume although a resume is not required.

Occupation, Experience, Degrees held?

Real Estate Broker,
Numerous terms served on CDC / EDC boards
Bachelor Business Admin.

Why do you want to serve on this group?

I have made my life-long home in Northlake to raise my
girls and live alongside family and friends. I have a
strong desire to participate in Northlake's growth in a
responsible and favorable manner.

Do you have any potential conflicts of interest?

My father-in-law serves as a council member.

Do you have any related experience?

Multiple terms served on EDC/CDC. Attendance at sales tax
workshop + ICSC conference in Las Vegas. Strong interest
in Real Estate and how our area is developed.

What do you feel you have to offer this group?

"Grassroots" approach as Northlake waited for development
and strong participation as Northlake now grows.

RECEIVED
MAY 24 2016

Please complete Texas Open Record Act information on next page

BY: SR

Hillary Simpson



May 24, 2016

Town of Northlake
1400 FM 407
Northlake, Texas 76247

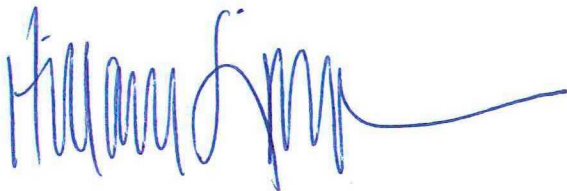


Dear Town Council:



Please find my enclosed application in consideration for the renewal of my position as a director on the Northlake Economic Development Council for the term 2016 - 2018. As a director, I hold a strong interest in being reappointed for this next term; I have made my forever home in Northlake to raise my family, and I am very passionate and mindful in how our town is growing. I have proudly served on this council and several supporting committees throughout my terms as a director. With a background in real estate, I bring a responsible approach as our area develops. Thank you for your time and consideration as I seek reappointment to the Northlake EDC.

Sincerely,



Hillary Simpson
Director, Northlake EDC

RECEIVED
MAY 24 2016
BY: AR

Shirley Rogers

From: Nathan Reddin
Sent: Friday, December 11, 2015 3:27 PM
To: Drew Corn; Shirley Rogers
Subject: FW: Board, Commission and Advisory Group Application (form) has been filled out on your site.

This must be the guy talking to the Mayor last night.

-----Original Message-----

From: Please Do Not Click Reply [mailto:support@govoffice.com]
Sent: Friday, December 11, 2015 3:25 PM
To: Nathan Reddin <NReddin@town.northlake.tx.us>
Subject: Board, Commission and Advisory Group Application (form) has been filled out on your site.

Your Site has received new information through an online form.

Online Form: Board, Commission and Advisory Group Application Site URL: www.town.northlake.tx.us

Name: Dale Toon

Address: [REDACTED]

City, State and Zip: Northlake

Home Phone: [REDACTED]

Work Phone: [REDACTED]

Email Address: [REDACTED]

Occupation, Experience, Degrees Held?: Retired after 41 years with State Farm Insurance. BS Degree in Geology. CPCU designation (Certified Property Casualty Underwriter). Most of career spent in Systems leadership and related positions. Also managed the Printing, Inserting and Mailing operation, the remittance processing area and the Technology call Center.

Explain why you would like to serve on this board, commission, or advisory group.: I am looking for an opportunity to contribute to the success of Northlake Do you have any potential conflicts of interest?: No Explain any related experience you may have.: I have worked with and managed multiple Consultant engagements. Have lead many highly complex and technical projects. Extensive experience working with projects teams. Significant experience working with six sigma/lean manufacturing concepts.

What do you feel you have to offer this group?: 40+ years experience with fact and metrics based decision making.

This person selected the following option(s).

- Other Advisory Groups (as needed)
- Northlake Economic Development Corporation (EDC)
- Northlake Community Development Corporation (CDC)

Do Not Click Reply - This e-mail has been generated from an online form.

Shirley Rogers

From: Please Do Not Click Reply <support@govoffice.com>
Sent: Tuesday, May 31, 2016 2:13 PM
To: Shirley Rogers
Subject: Board, Commission and Advisory Group Application (form) has been filled out on your site.

Your Site has received new information through an online form.

Online Form: Board, Commission and Advisory Group Application Site URL: www.town.northlake.tx.us

Name: Cale Welborn

Address: [REDACTED]

City, State and Zip: [REDACTED]

Home Phone: [REDACTED]

Work Phone: [REDACTED]

Email Address: [REDACTED] Occupation, Experience, Degrees Held?: Controller - Hillwood Energy

13 years as CPA

MS - Finance, Texas A&M University

BBA - Accounting, Texas A&M University

Explain why you would like to serve on this board, commission, or advisory group.: I am experienced in serving on the EDC Board and believe I provide a unique viewpoint with my business background. I am interested in seeing the Town of Northlake grow in a responsible and prosperous way.

Do you have any potential conflicts of interest?: Any transactions involving Hillwood Development or its affiliates

Explain any related experience you may have.: 2 years served on EDC Board. 13 years of experience in business, 6 years in public accounting with a range of different industries.

What do you feel you have to offer this group?: I live in the Harvest community within Northlake's EDJ so I can provide a perspective on future development from the neighborhood. Analytical thinking developed through career and education, cost/benefit analysis on future development.

This person selected the following option(s).

- Other Advisory Groups (as needed)
- Northlake Economic Development Corporation (EDC)

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MAY 31 2016
BY: *AR*

TOWN OF NORTHLAKE

7. TIRZ NO. 1

Tax Increment Reinvestment Zone No. 1 Board of Directors Meeting

1. Approve Meeting Minutes of 1-14-16
2. Approve FY 2017 Budget
3. Adjourn Board Meeting

NOTICE OF MEETING
BOARD OF DIRECTORS
TAX INCREMENT REINVESTMENT ZONE NUMBER ONE
TOWN OF NORTHLAKE, TEXAS

NOTICE IS HEREBY GIVEN that the Board of Directors of Tax Increment Reinvestment Zone Number One, Town of Northlake, Texas (the "Zone"), will hold a public meeting to commence at 5:30 pm on June 9, 2016 at Northlake Town Hall, 1400 FM 407, Northlake Texas 76247

The matters to be considered and acted upon at the meeting will include the following:

1. Call meeting to order
2. Approval of January 14, 2016 Meeting Minutes
3. Approval of FY 2017 proposed budget
4. Adjourn the meeting

CERTIFICATE

I HEREBY CERTIFY that the above and foregoing is a true, full and correct copy of a notice that was posted on a bulletin board located at a place at Northlake Town Hall, 2400 FM 407, Northlake Texas 76247, convenient to the public at all times at 4:00 pm on June 6, 2016

Shirley Rogers
Town Secretary

**JANUARY 14, 2016 MINUTES
OF THE ORGANIZATIONAL MEETING OF THE BOARD OF
DIRECTORS OF REINVESTMENT ZONE NUMBER ONE, TOWN OF
NORTHLAKE, TEXAS**

The Board of Directors of Tax Increment Reinvestment Zone Number One, Town of Northlake, Texas (the "Zone"), convened its organizational meeting at 6:02 p.m. on January 14, 2016 at the Northlake Town Hall, 1400 FM 407, Northlake, Texas 76247, and notice of the meeting, giving the time and place thereof having been given to each member of the Board of Directors and posted in compliance with applicable law, including Chapter 551, Texas Government Code. The roll of the duly constituted members of the Board of Directors was called, which members are as follows, to-wit:

Peter Dewing, Chairman
Danny Simpson, Director
Jean Young, Director
Mike McBride, Director
Michael Ganz, Director
Roger Sessions, Director

and all of such persons were present, except the following absentee: Danny Simpson, thus constituting a quorum of the Board of Directors.

Bylaws

The Board of Directors next considered the adoption of bylaws for the Board. A document entitled "Bylaws of Tax Increment Reinvestment Zone Number One, Town of Northlake, Texas" (the "Bylaws") was presented to the Board of Directors. By motion duly made by Jean Young, seconded by Michael Ganz and carried by a unanimous vote of all directors present, the Board of Directors adopted the Bylaws as presented, which Bylaws shall be submitted for the approval by the Town Council of the Town of Northlake, Texas, and the Board of Directors directed that a copy of the Bylaws be filed in the official records of the Board.

Officers

The Board of Directors next considered the matter of appointing officers of the Board, including a Vice Chairman and a Secretary. By motion duly made by Michael Ganz, seconded by Mike McBride and carried by unanimous vote of all directors present, the Board of Directors appointed the following slate of officers:

Danny Simpson, Vice Chairman

Mike McBride, Secretary

Each officer so appointed accepted his or her office.

Meeting Location

The Board of Directors next considered the establishment of a regular meeting place for the Board. By motion duly made by Mike McBride, seconded by Peter Dewing and carried by unanimous vote of all directors present, the Board of Directors directed that meetings of the Board shall be held at the Northlake Town Hall, 1400 FM 407, Northlake, Texas 76247, unless a different location is designated in the notice of meeting required by Section 4 of the Bylaws.

Fiscal Year

The Board of Directors next considered the establishment of a fiscal year for the Board. By motion duly made by Peter Dewing, seconded by Michael Ganz and carried by unanimous vote of all directors present, the Board of Directors established the fiscal year of the Board to begin and end on the same dates as the beginning and end of the fiscal year of the Town of Northlake; provided that the beginning of the current fiscal year shall be designated as the date of this meeting.

Principal Office

The Board of Directors next considered the establishment of a principal office of the Board, at which the books and records of the Board shall be maintained. By motion duly made by Peter Dewing, seconded by Mike McBride and carried by unanimous vote of all directors present, the Board of Directors established the Northlake Town Hall, 1400 FM 407, Northlake, Texas 76247 as the principal office of the Board.

Adoption of a Resolution Approving Project and Financing Plans

The Board of Directors next considered a Resolution of the Board of Directors of Tax Increment Reinvestment Zone Number One, Town of Northlake, Texas, adopting a Project and Financing Plan for Tax Increment Reinvestment Zone Number One, Town of Northlake, Texas; and Providing an Effective Date. Staff and consultants of the Town of Northlake made a presentation to the Board of Directors regarding the proposed project and financing plan for the Zone, and the Board's role in the transaction. By motion duly made by Peter Dewing, seconded by Mike McBride and carried by unanimous vote of all directors present, the Board of Directors adopted the TIRZ Resolution No. 1-01.

Adoption of a Resolution Approving a Project Funding Agreement

The Board of Directors next considered a Resolution of the Board of Directors of Tax Increment Reinvestment Zone Number One, Town of Northlake, Texas, adopting a Project Funding Agreement for Tax Increment Reinvestment Zone Number One, Town of Northlake, Texas; and Providing an Effective Date. Staff and consultants of the Town of Northlake made a presentation to the Board of Directors regarding the proposed agreement for construction and funding of improvements within the Zone. By motion duly made by Peter Dewing, seconded by Mike McBride and carried by unanimous vote of all directors present, the Board of Directors adopted the TIRZ Resolution No. 1-02.

Designation of Next Meeting Date

The Board of Directors next considered scheduling a date for the next meeting of the Board for the first meeting in August 2016. Upon a motion being duly made by Jean Young, seconded by Michael Ganz and carried by unanimous vote of all directors present, the Board of Directors determined that the next meeting of the Board of Directors would be held when called by the Chairman.

Adjournment

There being no further business to come before the Board of Directors, the meeting was adjourned at 6:19 pm.

APPROVED ON June 9, 2016.

Northlake TIRZ No. 1

Peter Dewing, Chairman

Mike McBride, Secretary

Memo

To: Northlake Tax Increment Financing Zone #1 Board of Directors

From: Drew Corn, Town Administrator

cc: Shirley Rogers, Town Secretary
Nathan Reddin, Development Director
Karen Bolyard, Finance Director

Date: June 9, 2016

Re: Canyon Falls Tax Increment Reinvestment Zone (TIRZ #1) Proposed Budget

At the December 10, 2015 meeting, Council held a public hearing on the creation of a tax increment reinvestment zone (TIRZ) within Canyon Falls. Northlake TIRZ #1 will use a portion of the Town's ad valorem tax rate (\$0.0909 of the Town's \$0.295) from taxes paid within the Canyon Falls development to reimburse the developer for an enhanced trail system and fund an off-ramp from I35W to Cleveland-Gibbs Road. The total project costs are estimated at \$6,100,000: \$4,040,000 for the trail; \$1,310,000 for the off-ramp; and \$750,000 for administration.

After the public hearing the council created the TIRZ. In creating the TIRZ, council approved the project and finance plans that included the two projects: the trail system and the off-ramp. The finance plan will reimburse the developer for the trail system improvements over a term of 25 years. The finance plan will also reimburse the Town for the off-ramp, maintenance and administrative costs.

For fiscal year 2016-2017, staff estimates only minimal maintenance costs due to the partial year funding (from January 2017 through September 2017). In addition, the Town will charge administrative costs for the budgeting, planning and auditing of the zones finances as well as all legal posting and meeting requirement compliance. Staff anticipates that the zone will not generate enough revenues to fund all proposed expenses. However, Town administrative expenses will be charged first. The remaining maintenance expenses will be funded by the developer until the zone generates more revenues.

Please contact me at 940.242.5701 if you have any questions or comments.

TOWN OF NORTHLAKE

8. Executive Session

The Town Council may enter into Executive Session during the meeting to seek legal advice from its attorney on any posted agenda item, or to discuss any item that is authorized by the Texas Open Meetings Act to be discussed in closed session including:

- 1) In accordance with Texas Government Code, Section 551.071, consultation with attorney regarding pending or contemplated litigation or a settlement offer involving - Town of Northlake vs City of Justin
- 2) In accordance with Texas Government Code, Section 551.071, consultation with attorney regarding pending or contemplated litigation or a settlement offer involving- Hath Hathaway vs Town of Northlake, Case 4:16-cv-00251
- 3) In accordance with Texas Government Code, Section 551.072, deliberate the purchase, exchange, lease or value of real property
 - a) Town Hall Space Lease
- 3) In accordance with Texas Government Code, Section 551.078 Economic Development Negotiations:
 - a) Pioneer Grant Program Application PGP-15-002
 - b) Red River Project
 - c) Potential Building B Tenant
 - d) Potential Development on former Texas Industries Site

Discuss, Consider and Act on appropriate action relative to the Executive Session

Regular Session (continued)

- P. Pioneer Grant Performance Agreement between the Town of Northlake, Texas, Northlake Economic Development Corporation and the Northlake Community Development Corporation and MHR Landlord, LLC for the development of a Sonic Drive-in (PGP-15-002)

TOWN OF NORTHLAKE

9. Adjournment
