

1. Agenda

Documents:

[11-09-2017 AGENDA.PDF](#)

2. Meeting Materials

Documents:

[11-09-2017 COUNCIL PACKET WITH ADDENDUM.PDF](#)



**Town of Northlake
Council Meeting Agenda
Thursday, November 9, 2017 at 5:30 pm
1400 FM 407 - Chamber Room
Northlake, Texas**

Notice is hereby given as required by Title 5, Chapter 551.041 of the Government Code that the Northlake Town Council will meet in a work session and regular meeting on Thursday, November 9, 2017 at 5:30 pm at the Northlake Town Hall in the Chamber Room, 1400 FM 407, Northlake Texas. The items listed below are placed on the agenda for discussion and/or action.

1. Call Regular Work Session to Order
2. Proclamation
 - A. Texas Municipal Court Week November 6-10
3. Briefing Items
 - B. Dr. Ryder Warren, Superintendent, Northwest ISD –District Update
 - C. Formation of a Regional Convention and Visitors' Bureau
 - D. Credit Card Payments for Utility Bills
4. Call Regular Meeting to Order
 - Pledge of Allegiance
 - Moment of Silence
5. 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
6. Consent Items

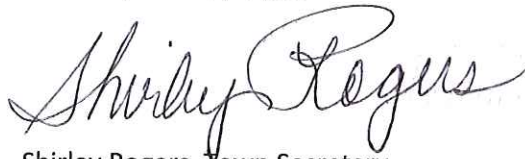
All items listed below are considered routine by Town Council and will be enacted with one motion. There will be no separate discussion of items unless a Councilmember so requests, in which event the item will be removed and considered separately

 - E. Consider for approval the October 12, 2017 Town Council meeting minutes
 - F. Consider for approval the October 30, 2017 Town Council meeting minutes
 - G. Consider for approval a Resolution to repair roofs on all town owned buildings (Res. No. 17-32)
7. Regular Items
 - H. Consider for approval an Ordinance affecting participation of Town Employees in the Texas Municipal Retirement System granting the additional rights authorized by Section 854.202(g) of Title 8 Texas Government Code, as amended, and prescribing the effective date for the ordinance
 - i. Public Hearing
 - ii. Ordinance No. 17-1109A

- I. Consider for approval an Ordinance authorizing the sale of beer and wine for off-premise consumption pursuant to the authority of Texas Alcoholic Beverage Code, Section 251.725 (Ord. 17-1109B)
 - J. Consider for approval a Resolution casting vote for one person to the Denton Central Appraisal District Board of Directors (Res. No. 17-33)
 - K. Consider for approval a Resolution requesting consideration by the Upper Trinity Regional Water District Board of Directors for restoration of Northlake's membership in the District (Res. No. 17-34)
 - L. Consider for approval a Resolution approving and authorizing the Town Administrator to enter into a contract with Civic Plus for website design and hosting services (Res. No. 17-35)
8. Convene into Executive Session
- Pursuant to Texas Government Code, annotated, Chapter 551 Subchapter D:
- a. Section 551.071 authorizes a governmental body to consult with its attorney in an executive session to seek his or her advice on a legal matter. It provides as follows: A governmental body may not conduct a private consultation with its attorney except:
 - 1) When the governmental body seeks the advice of its attorney about:
 - (a) Pending or contemplated litigation; or
 - (b) A settlement offer; or
 - 'Town of Northlake vs. City of Justin (Cause No. 15-08170-367)
 - (c) Appellate Docket No. 06-17-00054-CV
 - City of Justin vs. Town of Northlake
9. Adjournment

CERTIFICATION

I hereby certify that the above agenda was posted on the front glass doors and bulletin board at Town Hall 1400 FM 407, Northlake, Texas on Friday, November 3, 2017 by 4 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 Section 551.071 (Consultation with Attorney); Section 551.072 (Deliberations about Real Property); 551.073 (Deliberations about Gifts and Donations); 551.074 (Personnel Matters); 55.076 (Deliberations about Security Devices); 551.087 (Economic Development Negotiations)



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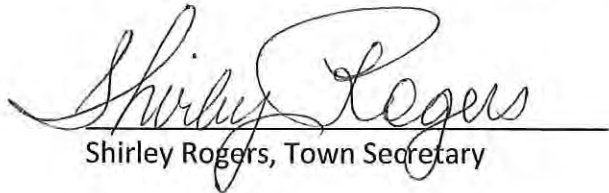
**TOWN OF NORTHLAKE
TOWN COUNCIL REGULAR MEETING
AGENDA ADDENDUM**

Notice is hereby given that the following item is added to the agenda of the Northlake Town Council Meeting scheduled for Thursday, November 9, 2017, at 5:30 p.m. in the Chamber Room of Town Hall, 1400 FM 407, Northlake Texas

3. Briefing Item

Proposed development of a 1.53 acre tract on the east side of IH 35W and south of Old Elizabethtown Road.

In accordance with Texas Government Code Chapter 551.041, the addendum agenda was prepared and posted on the 6th day of November, 2017, at 4:00 p.m.


Shirley Rogers, Town Secretary

Posted on November 6, 2017 at 4:00 pm



Regular Workshop Session

Agenda Item 1



Proclamation

Agenda Item 2

A. Texas Municipal Court Week November 6th -10th

**TOWN OF NORTHLAKE, TEXAS
PROCLAMATION NO. 17-6**

**IN RECOGNITION OF MUNICIPAL COURT WEEK
NOVEMBER 6-10, 2017**

**A RESOLUTION RECOGNIZING THE IMPORTANCE OF MUNICIPAL COURTS, THE RULE OF LAW, AND THE FAIR AND
IMPARTIAL ADMINISTRATION OF JUSTICE**

WHEREAS, municipal courts play a significant role in preserving public safety and promoting quality of life in Texas;

WHEREAS, more people come in contact with municipal courts than all other Texas courts combined and public impression of the Texas judicial system is largely dependent upon the public's experience in municipal court;

WHEREAS, the Town of Northlake hosts the Northlake Municipal Court since 1999;

WHEREAS, state law authorizes a municipality to either appoint or elect a municipal judge for a term of office;

WHEREAS, the procedures for the Northlake Municipal Court operations are set forth in the Texas Code of Criminal Procedure and other laws of the State of Texas;

WHEREAS, Town of Northlake is committed to the notion that our legal system is based on the principle that an independent, fair, and competent judiciary will interpret and apply the laws that govern us and that judges and court personnel should comply with the law and act in a manner that promotes public confidence in the integrity and impartiality of the judiciary;

WHEREAS, Northlake Municipal Judge is not a policy maker for the Town of Northlake but is bound by the law and the Canons of Judicial Conduct and are required to make decisions independent of the governing body of the Town Council, town officials, and employees;

WHEREAS, the Town Council recognizes that the Constitution and laws of the State of Texas contain procedural safeguards in criminal cases for all defendants, including indigent defendants, and supports the Northlake Municipal Court in complying with such legal requirements.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF NORTHLAKE, TEXAS, THAT THE WEEK OF NOVEMBER 6-10, 2017, IS HEREBY RECOGNIZED AS MUNICIPAL COURT WEEK IN RECOGNITION OF THE FAIR AND IMPARTIAL JUSTICE OFFERED TO OUR CITIZENS BY THE MUNICIPAL COURT OF NORTHLAKE

PASSED AND APPROVED ON THIS THE 9TH DAY OF NOVEMBER, 2017

PETER DEWING, MAYOR

SEAL:



Briefing Items

Agenda Item 3

B. Dr. Ryder Warren, Superintendent, Northwest ISD –District Update

C. Formation of a Regional Convention and Visitors' Bureau

D. Credit Card Payments for Utility Bills

Dr. Ryder Warren

Superintendent

Northwest ISD

Update on District to include the enrollment counts and projections, anticipated building and renovation schedule for the Northlake area

Memo

To: Honorable Mayor and Town Council
From: Drew Corn, Town Administrator
CC: Shirley Rogers, Town Secretary
Nathan Reddin, Development Director
Date: November 9, 2017
Re: Formation of a Regional Convention and Visitors Bureau

Town Staff will give a brief overview of the potential formation of a regional convention and visitors bureau. As the region grows, the ability to host conventions becomes a reality. Although Northlake does not currently have a convention center, venues exist in Fort Worth and are planned for Roanoke. By working regionally, Northlake hotels can participate in housing attendees and hosting smaller meetings. Eventually, Northlake would seek the development of its own convention and/or conference center.

The Town of Northlake does not currently host events that attract large numbers of out-of-town visitors but that too could change in the future. The Town could host events that coincide with and benefit from events at the Texas Motor Speedway. Areas north of the TMS could be prime areas for amusement park development. The Town in partnership with area municipalities could host a regional signature event.

All of the above possibilities and current efforts could fall under a regional convention and visitors' bureau which would market the region for both conventions and events. Initial conversations have begun to determine if there is interest and staff seeks Town Council's input on whether to proceed and to address any questions the Council may have. Staff will give a brief presentation on the background and potential creation of the bureau.

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

Memo

To: Honorable Mayor and Town Council
From: Drew Corn, Town Administrator
cc: Shirley Rogers, Town Secretary
Karen Bolyard, Finance Director
Date: September 9, 2010
Re: Utility Billing Credit Card Services Presentation

Town staff has been reviewing the Town's current credit card services options for utility billing and would like to bring a potential solution to Council for policy direction.

Different organizations have differing philosophies on how to recover the credit card transaction costs. Some include the transaction costs as part of doing business and ensure that fines, fees or rates for the organization's service cover these costs. Other organizations charge a service fee but these fees do not completely offset the transaction costs. Others pass all credit card transaction fees to the customer as a service or convenience fee up to the State maximum of 5%.

Currently, the Town of Northlake accepts credit card payments for court fines through the court administration software. The fee is 3.5% of transaction value. Previously Council decided court fines paid by credit card should be assessed a fee because many of the customers paying court fines are from out of town and often out of state locating these individuals can be very difficult, and over a third of the fine amount goes to the State of Texas fines which the Town does not control.

Working with STW, Inc. our current financial software provider, Town staff is proposing providing on-line credit card payments for utility bills. The new service would also allow for credit card payments to be made online with additional customer account management functions. Previous Council direction was not to charge an additional transaction fee because water customers have a mailing address, service address and other identification information on record as well as account deposits, and the Town controls the water and sewer rates and can increase and decrease those as needed to properly fund the water system.

Staff wants to determine if Council's direction remains the same. A brief presentation will be given at the Council meeting.

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

Memo

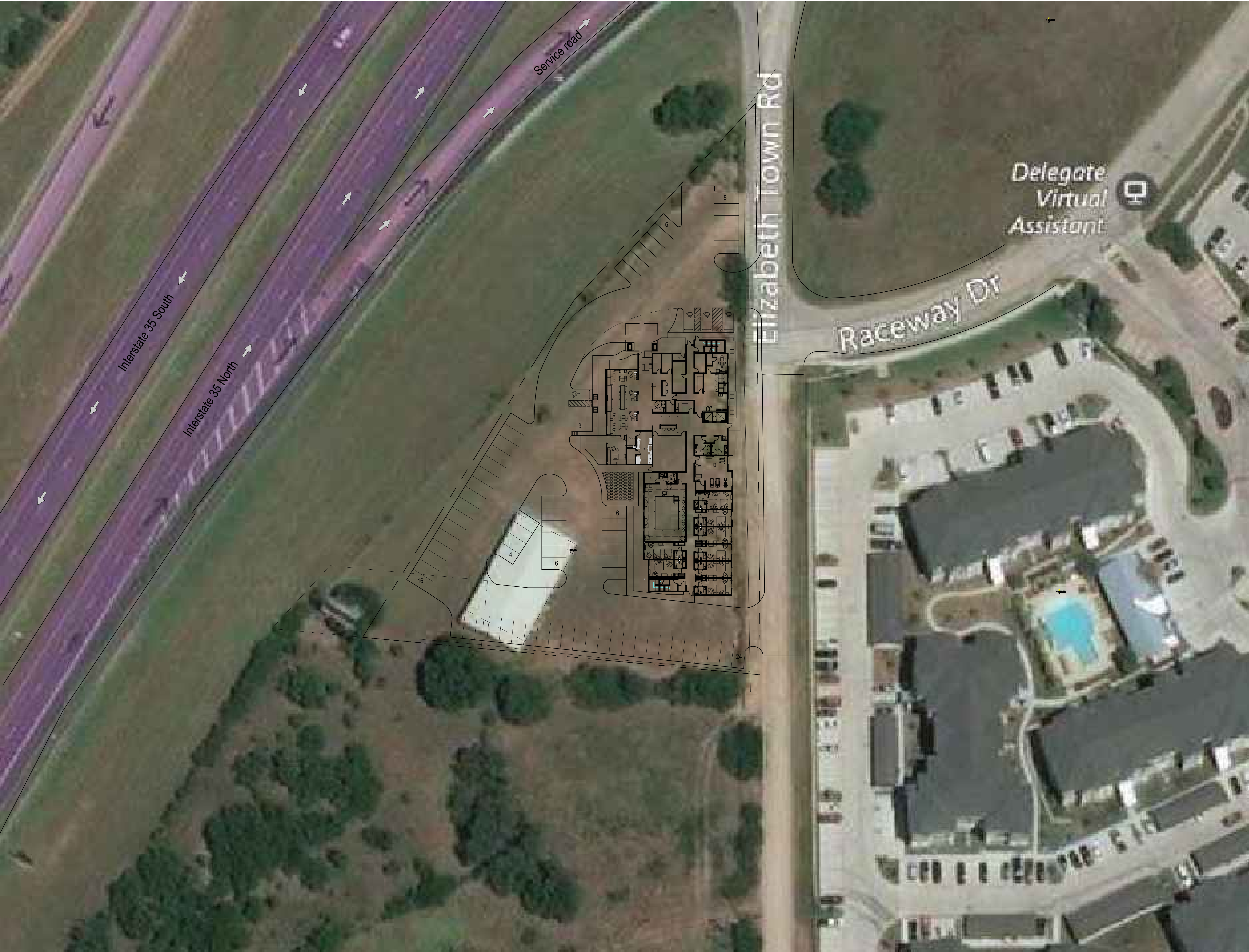
To: Honorable Mayor and Town Council
From: Nathan Reddin, Development Director
CC: Drew Corn, Town Administrator
Shirley Rogers, Town Secretary
Date: November 9, 2017
Re: Proposed development of a 1.53-acre tract on east side of IH 35W

Sahil Properties recently purchased the 1.53-acre tract at the southern tip of Northlake. The site is bounded by IH 35W on the north and west, Old Elizabethtown Road on the east, and vacant land in the City of Fort Worth on the south. The property was previously owned by the Independent Holiness Church, but it had not been used for many years and only contains a single 4,000 square foot metal building and a billboard located in the southwestern corner of the property.

The new owner plans to build a hotel on the site. Conceptual plans for the hotel are attached for your review. In order to develop the site as proposed in these plans, a zoning change will be necessary. The site is currently zoned Commercial (C) which limits height to 40 feet. The 4-story hotel as proposed is a little over 50 feet tall. The site is adjacent to the Mixed-Use Planned Development (MPD) district which contains the Dry Creek Ranch Apartments and pad sites between IH 35W and Raceway Drive which allows a maximum height of 5 stories. The owner has submitted a request to rezone the property to match the adjacent Mixed-Use Planned Development (MPD) district. Prior to development of the property a site plan and final plat will also need to be approved.

Representatives of Sahil Properties will present their development proposal at the Town Council briefing. A public hearing on the proposed zoning change will be scheduled for the December 14th Town Council meeting, and following the public hearing the Town Council may act on an ordinance to adopt the zoning change.

Please contact me at 940.242.5703 if you have any questions about this request.



1
A1.01

PROPOSED SITE PLAN -ARIEL VIEW

SCALE: 1/32" = 1'-0"

Best western PLUS
Executive Residency

PROPERTY NO.
TX-xxx

Project Coordinator
RK PATEL DESIGN
&
Project Architect
Ralph Martinez, AIA

Best Western Plus
Executive Residency for
Sahil Properties
820 S Interstate 35 E
Northlake, Texas-76262

Revisions:

Drawn By: CP
Checked By: RM
Issue Date:
Project No:

Sheet Information:
SITE PLAN
Sheet No:
A1.01

Interstate 35 North

PROPERTY NO.
TX-xxx

Project Coordinator
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Project Architect
Ralph Martinez, AIA

**Best Western Plus
Executive Residency for
Sahil Properties
820 S Interstate 35 E
Northlake, Texas-76262**

[illegible]

Project No: _____

Sheet No:

A1.02

PARKING REQUIREMENTS:

- 1 PARKING SPACE PER GUESTROOM

73 GUESTROOMS = PARKING SPACES 73 PARKING

- 50% rooms- Overnight stay
- 50% rooms-Extended stay with Kitchen
- Indoor pool, 500 sq ft meeting room
- Lobby area single story
- Four story

Legal Description:
CREEKSIDE AT NORTHLAKE PH II
BLK 1 LOT 2R1

Elizabeth Town Rd

CENTER LINE
OF

Entry/Exit

24

1
A1.02

PROPOSED SITE PLAN

SCALE: 1/32" = 1'-0"



Landscape Development Plan

SCALE: 0 20 40'



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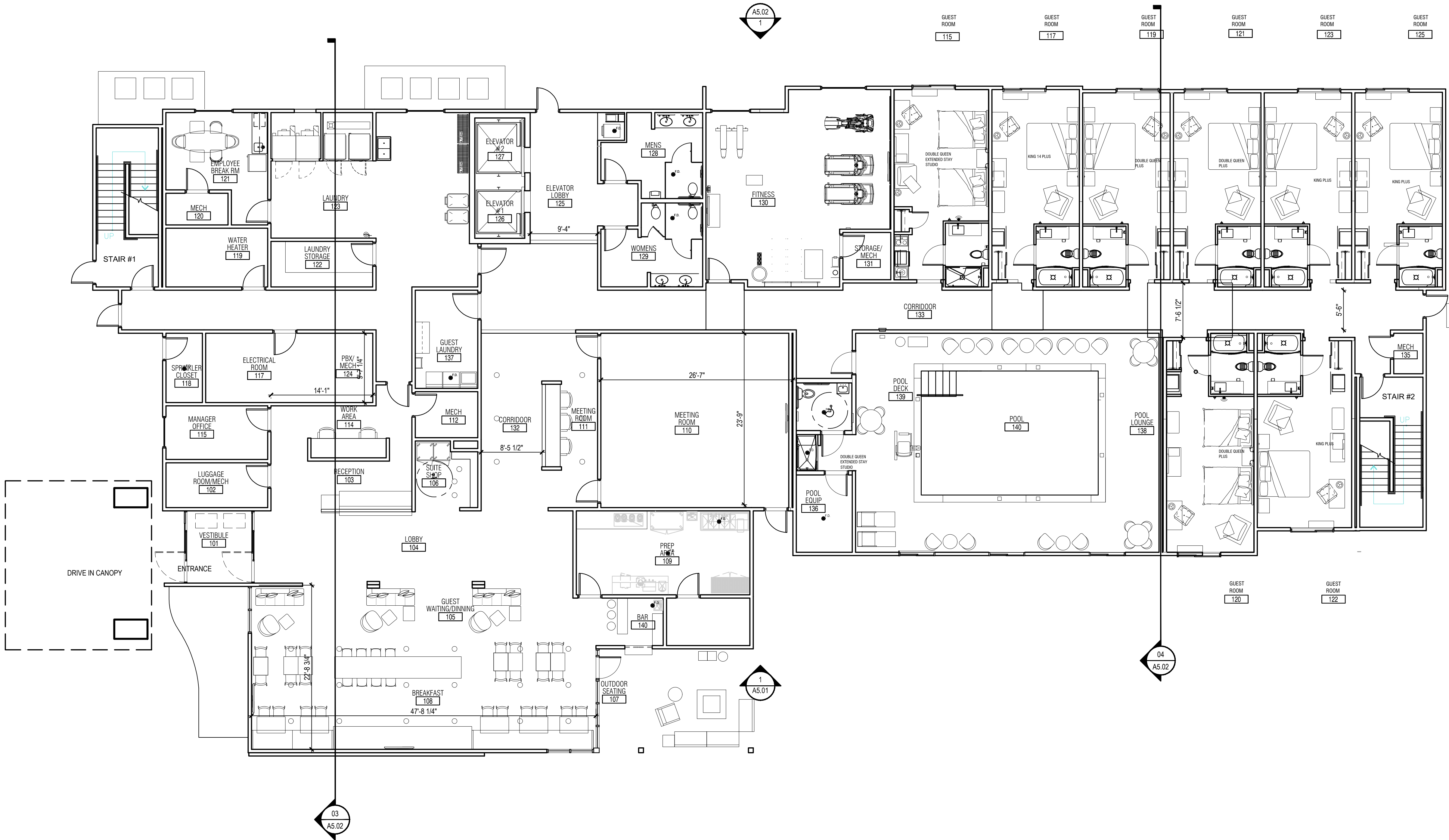
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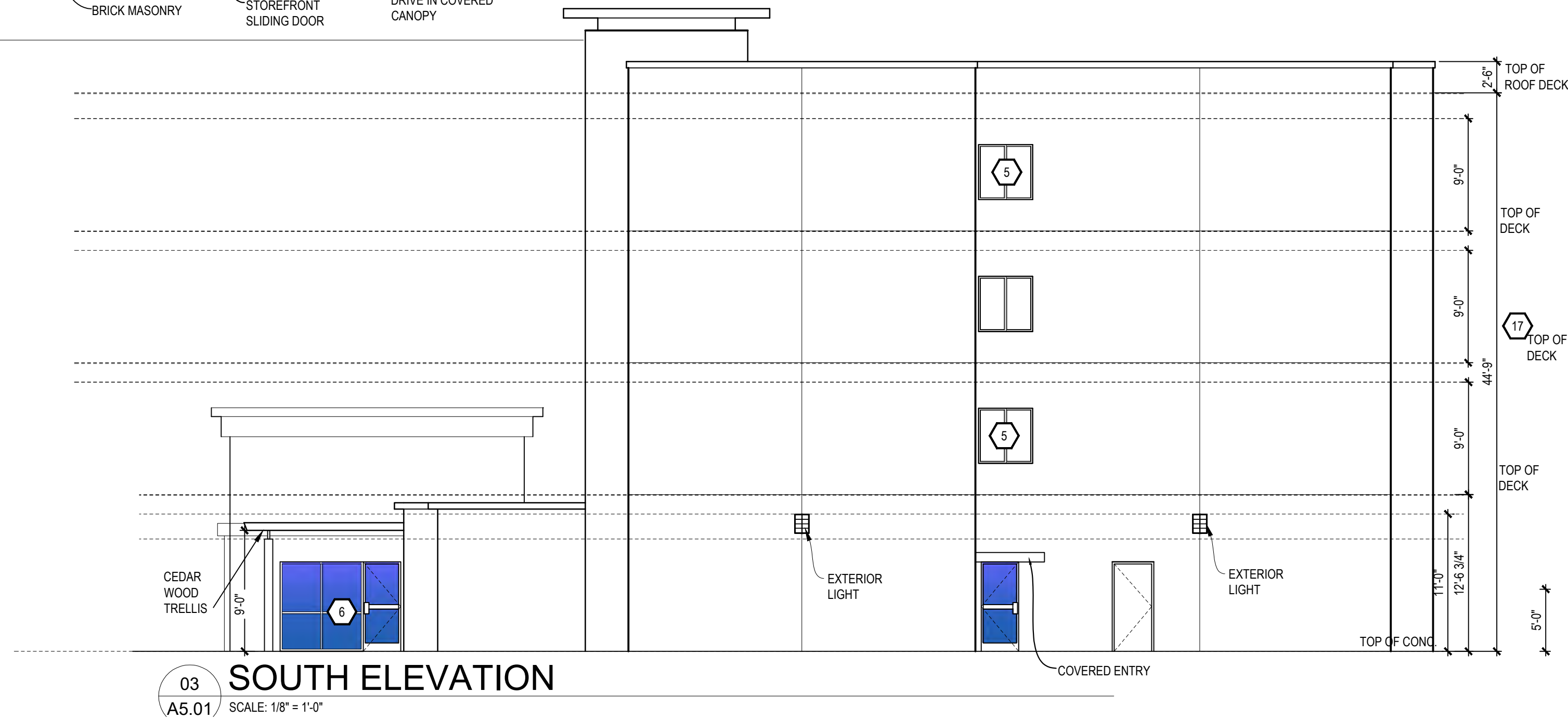
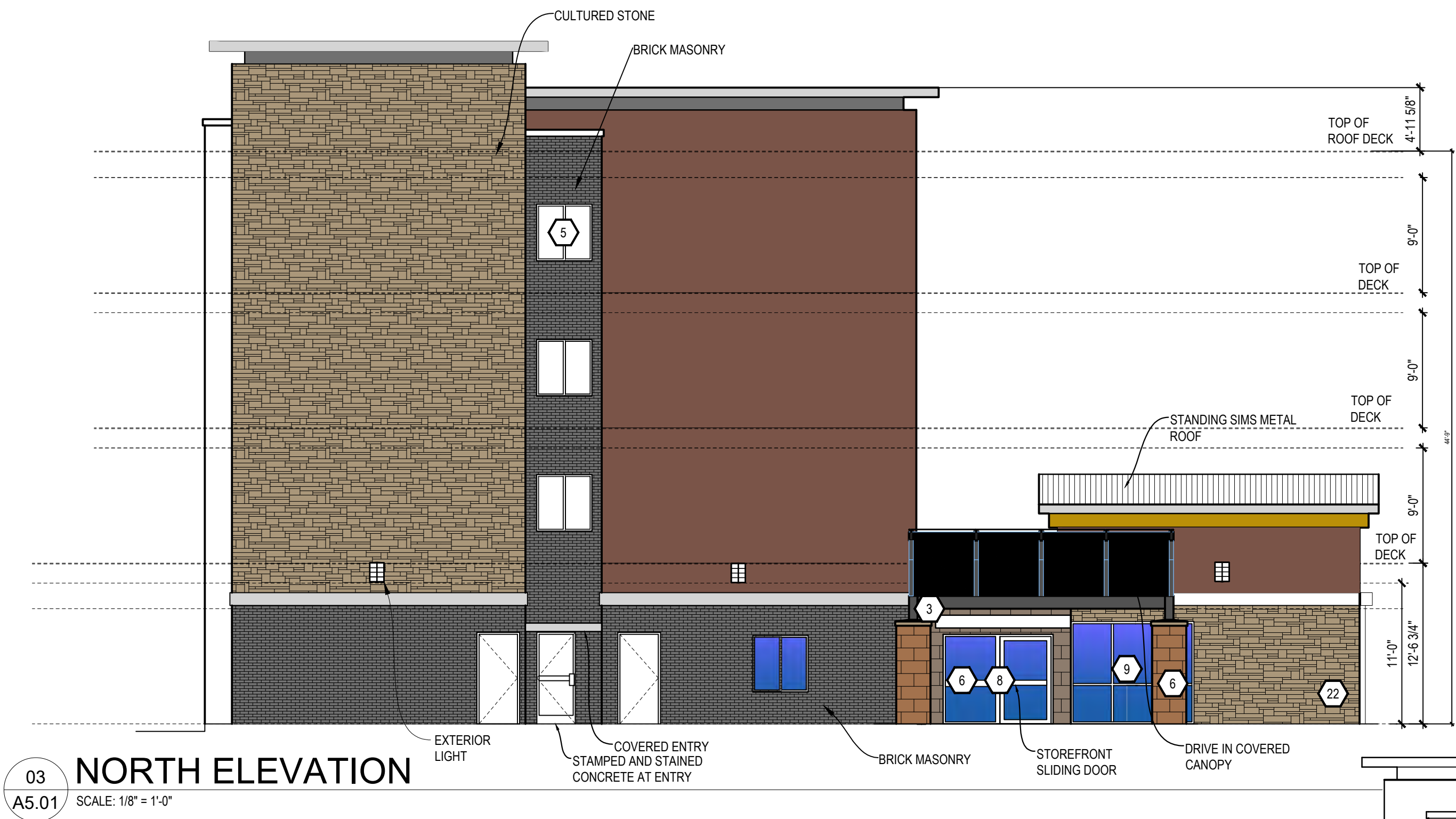
Drawn By: CP
Checked By: RM
Issue Date:
Project No:

Sheet Information:
**LANDSCAPE DESIGN
INTENT PLAN**
Sheet No:

L 1.01



1 FIRST FLOOR PLAN
A2.01 SCALE: 1/8\" = 1'-0\"



KEY NOTES:

- 1 APPROXIMATE LINE OF GRADE
- 2 ABOVE GRADE EXPOSED FOUNDATION WALL
- 3 MASONRY OR TILE -
- 4 CONCRETE FOOTING AND FOUNDATION WALL AS REQUIRED PER LOCAL FROST DEPTHS
- 5 VINYL FIXED WINDOW W/ THERMAL BROKEN FRAME, INSULATED GLAZING WITH INTEGRAL ALUMINUM LOUVER AT PTAC UNITS
- 6 ALUMINUM STOREFRONT SYSTEM W/ THERMAL BROKEN FRAME AND INSULATED GLAZING
- 7 EXHAUST, REFER TO MECHANICAL DRAWINGS
- 8 ALUMINUM SLIDING ENTRY DOOR W/ INSULATED GLAZING
- 9 PAINTED TUBE STEEL CANOPY
- 10 FINISH CONTROL JOINT
- 11 TAMPER RESISTANT, RECESSED HOSE BIB - MOUNT TOP AT +12" A.F.F.
- 12 SIGNAGE --REFER TO EXTERIOR SIGNAGE SPECIFICATIONS
- 13 KYNAR FINISH ALUMINUM COPING SYSTEM --COLOR TO MATCH ADJACENT MATERIAL
- 14 EXHAUST VENT -- COLOR TO MATCH ADJACENT MATERIAL
- 15 EXPANSION JOINT @ FLOOR LINE W/ BACKER ROD AND SEALANT
- 16 ALUMINUM LOUVER -- COLOR TO MATCH ADJACENT MATERIAL. MATCHING ADJACENT WALL
- 17 BUILDING HEIGHT DIMENSIONS ARE BASED ON WOOD FRAME CONSTRUCTION. THESE DIMENSIONS WILL VARY BASED ON FINAL BUILDING CONSTRUCTION. INTERIOR CEILING HEIGHT DIMENSIONS ARE CRITICAL TO MAINTAIN AS MINIMUMS.
- 18 CONCRETE PAD --REFER TO AREA DEVELOPMENT PLAN
- 19 ACCESSIBLE KEY CARD READER WIRED TO ELECTRIC STRIKE IN DOOR - TOP OF READER AT 48" MAX. HEIGHT
- 20 MATCH THE DOOR COLOR TO ADJACENT WALL
- 21 EXTERIOR INSULATED FINISH SYSTEM (EIFS)
- 22 CULTURE STONE
- 23 NOT USED

BUILDING SIGNAGE:

ALL SIGNAGE SHOWN FOR ILLUSTRATIVE PURPOSES ONLY. LOCATION SIZE, ETC. TO BE DETERMINED ON AN INDIVIDUAL PROJECT BASIS.

MINIMUM 3/4" PLYWOOD BACKERBOARD REQUIRED AT SIGN LOCATIONS. AREA SHOULD COVER ENTIRE LENGTH AND HEIGHT OF FASCIA OR SPACE AVAILABLE FOR SIGN.

ELECTRICAL AND FINAL CONNECTION BY CONTRACTOR. ELECTRICAL REQUIREMENTS MAY BE OBTAINED FROM SIGN COMPANY. TYPICAL 120V REQUIREMENT

RACEWAYS/ WIREWAYS ARE NOT ALLOWED.

PERMANENT ACCESS DOORS TO INTERIOR OF ALL PARAPETS WHERE SIGNS ARE LOCATED TO BE PROVIDED BY CONTRACTOR. CONTRACTOR TO FURNISH AND CONNECT PRIMARY ELECTRICAL SERVICE INSIDE PARAPET WALL.

GUESTROOMS OR PUBLIC SPACES WITH SIGNAGE ON EXTERIOR WALLS MUST HAVE ELECTRICAL PENETRATIONS AND/ OR INSTALLED PRIOR TO CLOSING UP THE WALL. PENETRATION LAYOUT MAY BE OBTAINED FROM SIGN COMPANY.

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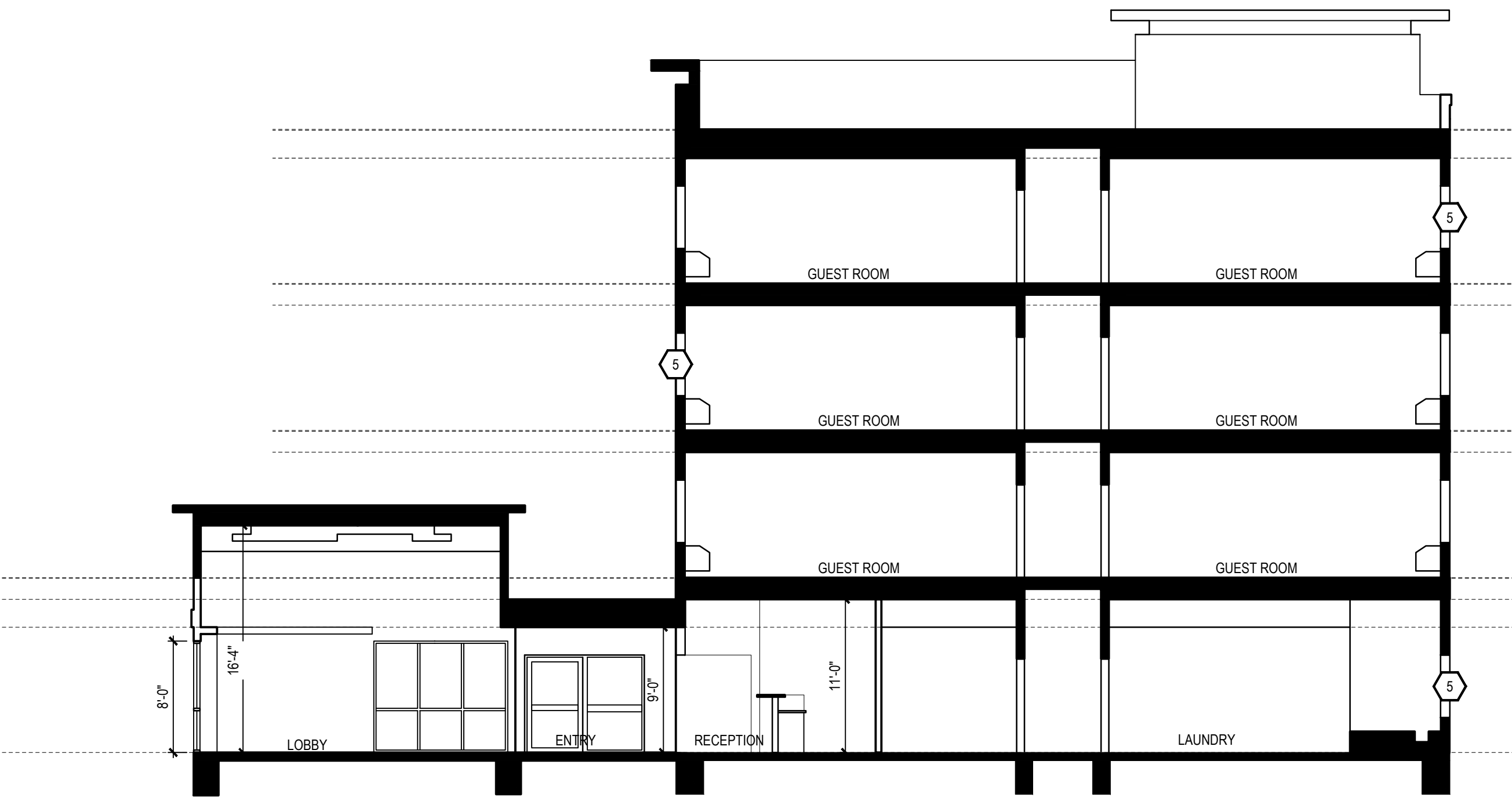
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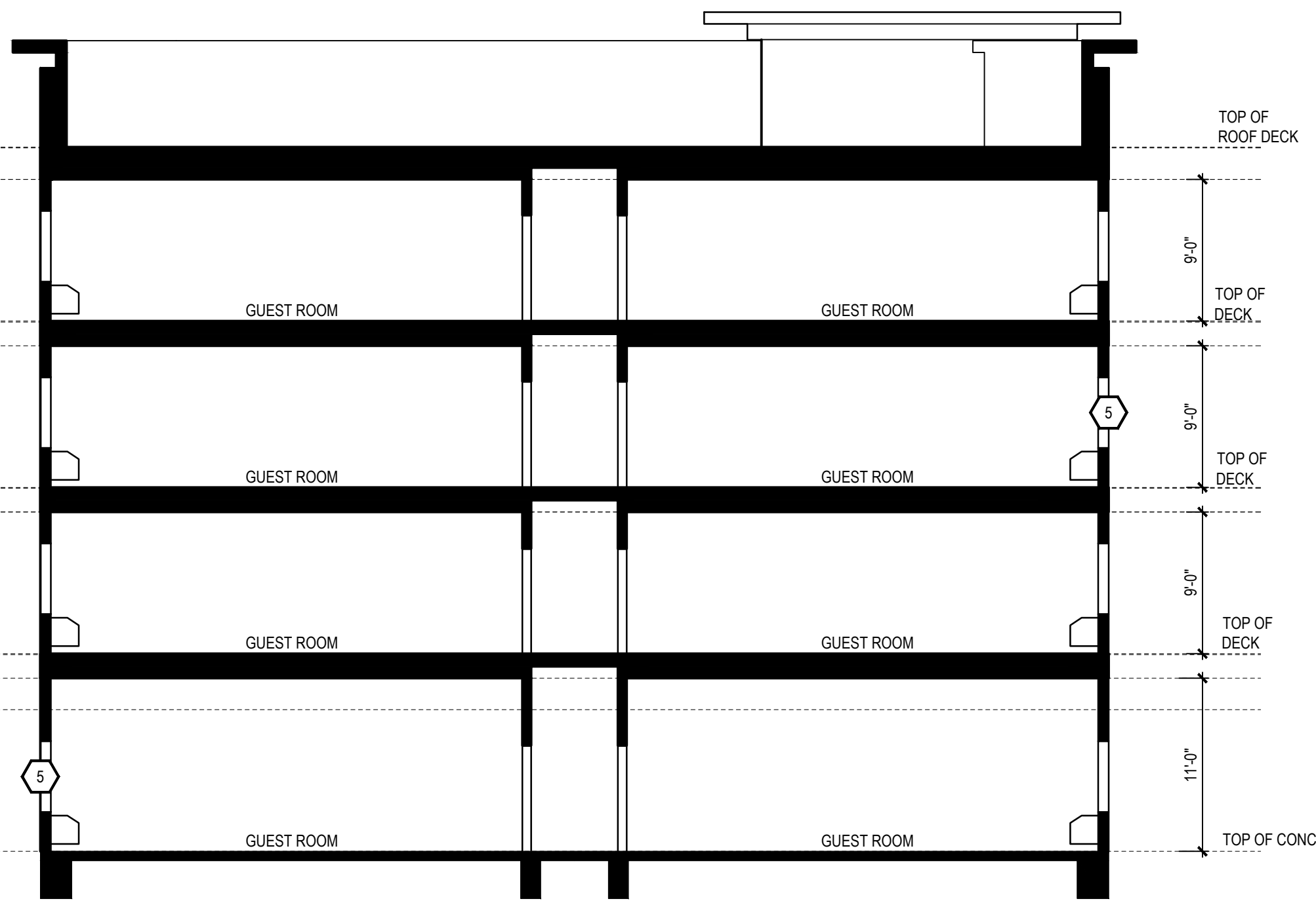
Sheet Information:
EXTERIOR
ELEVATIONS
Sheet No:
A5.01



01 EAST ELEVATION
A5.01 SCALE: 1/8" = 1'-0"



03 SECTION THROUGH LOBBY AND HOTEL
A5.02 SCALE: 1/8" = 1'-0"



04 SECTION THROUGH HOTEL
A5.02 SCALE: 1/8" = 1'-0"

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Executive Residency

PROPERTY NO.
TX-xxx

Project Coordinator
RK PATEL DESIGN
&
Project Architect
Ralph Martinez, AIA

Best Western Plus
Executive Residency for
Sahil Properties
820 S Interstate 35 E
Northlake, Texas-76262

Revisions:

Drawn By: CP
Checked By: RM
Issue Date:
Project No:

Sheet Information:
EXTERIOR
ELEVATIONS
Sheet No:

A5.02



Regular Session

Agenda Item 4



Public Input

Agenda Item 5



Consent Items

Agenda Item 6

- E. Consider for approval the October 12, 2017 Town Council meeting minutes
- F. Consider for approval the October 30, 2017 Town Council meeting minutes
- G. Consider for approval a Resolution to repair roofs on all town owned buildings (Res. No. 17-32)



**Town Council Meeting Minutes
Thursday, October 12, 2017
1400 FM 407 - Chamber Room
Northlake, Texas**

Before the meeting was called to order, Mayor Peter Dewing presented a plaque to Drew Corn recognizing his 10 years of exemplary service as Northlake's first and only Town Administrator

1. Mayor Peter Dewing called the regular work session to order at 5:33 pm and stated a quorum was present

Councilmembers present: Peter Dewing, Jean Young, Mike McBride, Michael Ganz, Danny Simpson

Councilmember absent: Roger Sessions

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

Consultants Present: Drew Larkin, Legal Counsel; Ben McGahey, PE, Town Engineer

2. Briefing Items

- A. Presentation given Jenna Simek, John Moncrief and Ellen Weaver, Denton County Appraisal District on property appraisal process and agricultural exemption policy
- B. Presentation by Tim McClure, Assistant Superintendent for Facilities of Northwest Independent School District, discussed the planned elementary school in Harvest Meadows and plans for the future high school, middle school and stadium complex in Pecan Square. He touched on the success of the Outdoor Learning Center located in Northlake along with the growth of the district
- C. Drew Corn and Nathan Reddin gave a presentation on Accessory Dwelling Units, the history including the original ordinance regulations and subsequent regulations, trends in home construction and possible options
- D. Karen Bolyard gave the 17 Quarterly Investment Report

3. Mayor Dewing called the regular meeting to order at 6:41 pm and stated a quorum was present (Sessions absent) Pledge of Allegiance and a moment of silence was observed

4. Public Input

Nita Acton, co-owner of Acton Septic Inc, stated her concerns with SC Tracking used for septic systems in Northlake. She wanted the council to know of the difficulties with filing reports with the company and asked the council to reconsider using this tracking system



Teddy Acton, owner of Acton Septic Inc., stated his concerns for public health and safety of the residents system. Once the maintenance reports are filed thru the tracking system, feared the Designated Representative (Northlake Public Works Inspector) would not see them for some of those who were in non-compliance and take appropriate action

5. Consent Items

Councilmember Young moved to approve the consent items. 2nd by Councilmember Ganz

Vote: motion passed unanimous

- E. September 7, 2017 Town Council meeting minutes
- F. Resolution No. 17-25 of the Town Council declaring certain personal property owned by the Town to be surplus property and authorizing the Town Administrator to dispose of such property
- G. Resolution No. 17-26 authorizing the Town Administrator to contract with Xerox for a lease on two multifunction devices

6. Regular Items

- H. Ordinance amending Article 8, "Special Uses and General Regulations," of the Unified Development Code (UDC) by amending requirements for Accessory Dwelling Units in Section 8.3, "Accessory Dwelling Units"

- i. Mayor Dewing opened the public hearing at 6:52 pm to hear comments for or against the proposed amendment to UDC

Joel McGregor, resident of Northlake, stated he was for less restrictions and in favor of more lenient options for residents

Mayor Dewing closed the public hearing at 6:54 pm

- ii. Councilmember Simpson moved to approve Ordinance 17-1012A with the following changes:
Delete the Specific Use Permit process for variances, allow covered connections but not a shared wall with the main structure, and in the RE district, set a maximum size for accessory dwellings at 1,200 square feet and a maximum distance from the main structure at 30 feet.
2nd by Mayor Pro Tem McBride

Vote: motion passed unanimous

- I. Resolution pursuant to Texas Local Government Code, Section 43.028(d) granting the petition to annex approximately 24.74 acres of land located in the Patrick Rock Survey, Abstract Number 1063 situated in the extraterritorial jurisdiction of the Town of Northlake, Texas on the east side of Faught Road at Faith Lane

- i. Mayor Dewing opened the public hearing at 7:21 pm to hear comments for or against the annexation petition

No one came forward for or against the annexation petition



Mayor Dewing closed the public hearing at 7:22 pm

- ii. Mayor Pro Tem McBride moved to approve Resolution No. 17-27 accepting and granting the petition for annexation. 2nd by Councilmember Young

Vote: motion passed unanimous

- J. Councilmember Ganz moved to approve the Preliminary Plat of Heritage Fields Phases 1-6, a proposed mixed-use development consisting of 1,045 single-family residential lots, 42 common area lots, and 2 commercial lots on a 370.785-acre tract of land out of the Patrick Rock Survey, Abstract No. 1063, generally located on the south side of Robson Ranch Road, approximately 3,200 feet east of Faught Road, and zoned Mixed-Use Planned Development (MPD). Case # PP-17-006. The motion was made with the condition recommended by staff that the MPD must be amended to adjust the boundary to match the preliminary plat prior to final platting any portion of Tract 2. 2nd by Councilmember Simpson

Vote: Motion passed unanimous

- K. Councilmember Young moved to approve the Final Plat of Lots 1-9, Block 1, Chadwick Farms, a proposed mixed-use development consisting of 9 lots on a 24.638-acre tract of land out of the L. Medlin Survey, Abstract No. 830, generally located south of SH 114 approximately 1,000 feet east of IH 35W, and zoned Mixed-Use Planned Development (MPD). Case # FP-17-008. 2nd by Mayor pro Tem McBride

Vote: Motion passed unanimous

- L. Councilmember Simpson moved to approve the Water System Management Services Agreement between Canyon Falls Municipal Utility District No. 1 of Denton County, Town of Northlake and Town of Argyle, Texas. 2nd by Councilmember Young

Vote: Motion passed unanimous

- M. Councilmember Simpson moved to approve Resolution No. 17-29 approving the Professional Architectural and Engineering Services Proposal from Jacobs & Associates for the Town Commons at Northlake-Phase 1-Town Hall. 2nd by Councilmember Ganz

Vote: Motion passed unanimous

- i. Interior Finish Out of Building 1 (architectural and structural, electrical & plumbing engineering services)
- ii. Additional Services for Building 1 (audio visual, furniture selection, data cabling, security systems)

- N. Mayor Pro Tem McBride moved to approve Ordinance No. 17-1012B of the Town Council of the Town of Northlake, Texas, providing for a residential homestead ad valorem (property) tax exemption of five percent of the appraised value effective the 2018 tax year. 2nd by Councilmember Young

Vote: Motion passed unanimous



- O. Councilmember Simpson moved to approve Resolution No. 17-28 of the Town Council of the Town of Northlake, Texas approving and authorizing the Town Administrator to enter into an agreement for the purchase of two vehicles for the Public Works Department. 2nd by Mayor Pro Tem McBride

Vote: Motion passed unanimous

7. Did not convene into Executive Session during this meeting
Pursuant to Texas Government Code, annotated, Chapter 551 Subchapter D:
- a. Section 551.071 authorizes a governmental body to consult with its attorney in an executive session to seek his or her advice on a legal matter. It provides as follows: A governmental body may not conduct a private consultation with its attorney except:
 - 1) When the governmental body seeks the advice of its attorney about:
 - (a) Pending or contemplated litigation; or
 - (b) A settlement offer; or
 - 'Town of Northlake vs. City of Justin (Cause No. 15-08170-367)
 - (c) Appellate Docket No. 06-17-00054-CV
 - City of Justin vs. Town of Northlake
8. Mayor Dewing adjourned the meeting at 7:59 pm

Passed and approved on this the 9th day of November, 2017

Town of Northlake, Texas

Peter Dewing, Mayor

Attest:

Shirley Rogers, Town Secretary



Special Council Meeting Minutes
Monday, October 30, 2017
1400 FM 407 - Chamber Room
Northlake, Texas

1. Mayor Peter Dewing called the special meeting to order at 5:30 pm and stated a quorum was 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; Matthew Koeper, Police Officer; Karen Bolyard, Finance Director; and Shirley Rogers, Town Secretary

Consultants present: Drew Larkin, Legal Counsel; Ben McGahey, PE, Town Engineer

Mayor Dewing led the council in the Pledge of Allegiance and a moment of silence

2. Recognition

A. Mayor Dewing recognized Matthew Koeper, Northlake Officer for his 5 Years of Service

B. Mayor Dewing read Proclamation No. 17-5 designating October Domestic Violence Awareness Month

3. Briefing

C. FY 17 Quarterly Budget Review

4. Public Input

- Rena Hardeman, resident of Northlake, raise a question about the when the agenda and council packet are sent out to residents; requested residents receive the packet and agenda at the same time the council does by electronic mail; questioned the validity of the meeting

Mayor Dewing stated that all legal and statutory requirements had been met when calling the meeting and posting the agenda and all notification forms had been mailed out to the property owners within 200 ft. of the requested zoning amendments on all three properties thirty (30) days prior to the meeting

5. Consent Items

Councilmember Young made the motion to approve the consent items. 2nd by Councilmember Sessions

Vote: motion passed unanimous

For: Young, Sessions, Young, McBride, Ganz

Opposed: None

D. Resolution No. 17-30 approving and authorizing the Town Administrator to enter into an agreement for the purchase of one vehicle for development services

E. Resolution No. 17-31 approving and authorizing the Town Administrator to enter into an agreement for the purchase of two police vehicles

6. Regular Items

- F. Councilmember Sessions made the motion to approve Ordinance No. 17-1030A providing for the annexation and zoning of approximately 24.74 acres of land located on the east side of Faught Road at Faith Lane in the Patrick Rock Survey, Abstract No. 1063 situated in the extra-territorial jurisdiction of the Town of Northlake, Denton County, Texas; extending the boundary limits of said Town of Northlake, Texas for all municipal purposes. 2nd by Councilmember Ganz

Vote: Motion passed unanimous
For: Sessions, Ganz, Young, McBride, Simpson
Opposed: None

- G. **During Items G-H-I Jean Young, Council Member Place 1, filed a Conflict of Interest Affidavit before the meeting stating she has a substantial interest in a business entity or real property that may receive a special economic effect by the vote or decisions of the Northlake Town Council. Therefore, she will not take part of any discussions regarding the items**

Councilmember Simpson moved to approve Items G-H-I with one motion. 2nd by Councilmember Ganz

Vote: Motion passed unanimous
For: Simpson, Ganz, McBride, Sessions
Opposed: None
Recused: Young

Ordinance No. 17-1030B amending Ordinance No. 17-0413C to amend the development regulations and concept plan for that certain 635.5-acre tract of land generally located on the west side of Cleveland-Gibbs Road between FM 407 and Mulkey Lane and situated in the F.W. Thornton Survey, Abstract No. 1244 and the A. McDonald Survey, Abstract No. 785, Denton County, Texas, in the Town of Northlake zoned "MPD" Mixed-Use Planned Development. J. Young Land and Cattle, Ltd. is the owner. Hillwood Communities is the applicant/developer. Case # PD-17-008

- i. Mayor Dewing opened the public hearing at 5:47 pm to hear comments for or against the proposed amendment to the MPD
- Brian Carlock, Hillwood Communities, stated he was for the proposed zoning amendments on all three properties listed within the Pecan Square development
 - Laura McGregor, resident of Northlake, stated she and her husband were not against the proposed zoning amendments of Pecan Square properties; has concerns with the financing of the new schools
 - Clifford Travis, resident of Northlake, stated he was for the development and zoning amendments on the three properties but had concerns about the density and infrastructure costs to the town
 - Rena Hardeman, resident of Northlake, representing her family, was opposed to the zoning amendments on the property, against mega density and thought NISD paid too much for the school land

Mayor Dewing closed the public hearing at 5:54 pm

H. Ordinance No. 17-1030C amending Ordinance No. 17-0413D to amend the development regulations and concept plan for that certain 361.7-acre tract of land generally located south of Mulkey Land and west of Cleveland-Gibbs Road and situated in the F.W. Thornton Survey, Abstract No. 1244, The A. McDonald Survey, Abstract No. 785 and the J.G. Cleveland Survey, Abstract No. 1461, Denton County, Texas, in the Town of Northlake zoned "MPD" Mixed-Use Planned Development. HP Gibbs is the owner. Hillwood Communities is the applicant/developer. Case # PD-17-006

i. Mayor Dewing opened the public hearing at 5:55 pm to hear comments for or against the proposed amendment to the MPD Public Hearing

- Clifford Travis, resident of Northlake, made a comment regarding notification process
- Rena Hardeman, resident of Northlake, representing her family, stated she was an adjacent property owner, opposed to the mega high density in the town, opposed the sewage treatment plant to be located on this property

Mayor Dewing closed the public hearing at 5:59 pm

I. Ordinance amending Ordinance No. 17-0413E to amend the development regulations and concept plan for that certain 160.374-acre tract of land generally located south of FM 407 at Faught Road and situated in the A. McDonald Survey, Abstract No. 785, Denton County, Texas, in the Town of Northlake zoned "MPD" Mixed-Use Planned Development. Thompson Grain & Cattle, Inc. is the owner. Hillwood Communities is the applicant/developer. Case # PD-17-007

i. Mayor Dewing opened the public hearing at 6:00 pm to hear comments for or against the proposed

- Rena Hardeman, resident of Northlake, representing her family, was opposed to the zoning amendment, stated the original zoning had been opposed by many residents

Mayor Dewing closed the public hearing at 6:03 pm

Tim McClure, NISD Asst. Superintendent of Facilities, was asked to comment on purchase of the land - stated that the funds for purchasing this property was included in the 2017 Bond Election which was approved by the voters of the school district in May. The Board of Trustees approved the district's recommendation to purchase the land for a future high school, middle school and stadium complex at their last meeting

7. Did not convene into closed session during this meeting

Pursuant to Texas Government Code, annotated, Chapter 551 Subchapter D:

a. Section 551.071 authorizes a governmental body to consult with its attorney in an executive session to seek his or her advice on a legal matter. It provides as follows: A governmental body may not conduct a private consultation with its attorney except:

1) When the governmental body seeks the advice of its attorney about:

- (a) Pending or contemplated litigation; or
- (b) A settlement offer; or

'Town of Northlake vs. City of Justin (Cause No. 15-08170-367)

(c) Appellate Docket No. 06-17-00054-CV

City of Justin vs. Town of Northlake

8. Mayor Dewing adjourned the meeting at 6:15 pm

Passed and approved on this the 9th day of November, 2017

Town of Northlake, Texas

Peter Dewing, Mayor

Attest:

Shirley Rogers, Town Secretary

Memo

To: Honorable Mayor and Town Council

From: Eric J. Tamayo, Public Works Director

CC: Drew Corn, Town Administrator
Shirley Rogers, Town Secretary

Date: November 9, 2017

Re: Roof Repairs

Town staff is requesting roof repairs to Town Hall, Police/Court Mobile, Equipment Barn, North Ridge Estates and Town Hall Pump Stations. On March 26, 2017, hail damage occurred to multiple buildings causing damage to the roofs. The Town has received funding from the TML Intergovernmental Risk Pool for repairs.

The contractor shall provide all necessary materials as per the adjuster's recommendations.

Staff has requested quotes from three roofing contractors.

- Allen Roofing & Gutters - \$46,000.00
- NTX Roofing – No Response
- Roofing Solutions of Texas – No Response

Staff recommends authorizing the Town Administrator to contract with Allen Roofing & Gutters for repairs.

If you should have any questions or comments please contact me at 940-242-5704.

TOWN OF NORTHLAKE, TEXAS

RESOLUTION NO. 17-32

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF NORTHLAKE, TEXAS, AUTHORIZING THE TOWN ADMINISTRATOR TO CONTRACT WITH ALLEN ROOFING & GUTTERS TO CONTRACT FOR ROOF REPLACEMENT SERVICES

WHEREAS, on March 26, 2017 all Town buildings experienced hail damage to their roofs; and

WHEREAS, Town staff contacted the Texas Municipal League Intergovernmental Risk Pool, the Town's property insurer; and

WHEREAS, the TMLIRP reviewed the damage and awarded the Town a settlement to make the necessary roof repairs; and

WHEREAS, the Town received three bids from roofing contractors and Allen Roofing and Gutters was the low bidder.

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

SECTION 1. The Town Administrator is hereby authorized to finalize and enter into a transaction with Allen Roofing & Gutters whereby the Town will contract for roof replacement services in an amount not to exceed \$46,000.

PASSED AND APPROVED THIS THE 9TH DAY OF NOVEMBER, 2017

TOWN OF NORTHLAKE, TEXAS

Peter Dewing, Mayor

ATTEST:

Shirley Rogers, Town Secretary



Regular Items

Agenda Item 7

- H. Consider for approval an Ordinance affecting participation of Town Employees in the Texas Municipal Retirement System granting the additional rights authorized by Section 854.202(g) of Title 8 Texas Government Code, as amended, and prescribing the effective date for the ordinance
 - i. Public Hearing
 - ii. Ordinance No. 17-1109A
- I. Consider for approval an Ordinance authorizing the sale of beer and wine for off-premise consumption pursuant to the authority of Texas Alcoholic Beverage Code, Section 251.725 (Ord. 17-1109B)
- I. Consider for approval a Resolution casting vote for one person to the Denton Central Appraisal District Board of Directors (Res. No. 17-33)
- J. Consider for approval a Resolution requesting consideration by the Upper Trinity Regional Water District Board of Directors for restoration of Northlake's membership in the District (Res. No. 17-34)
- K. Consider for approval a Resolution approving and authorizing the Town Administrator to enter into a contract with Civic Plus for website design and hosting services (Res. No. 17-35)

Memo

To: Honorable Mayor and Town Council
From: Drew Corn, Town Administrator
CC: Shirley Rogers, Town Secretary
Karen Bolyard, Finance Director
Date: November 9, 2017
Re: Ordinance Adopting Changes to Employee Retirement Benefits

At the September 7, 2017 Council meeting, Council adopted the fiscal year 2017-2018 annual budget which included a change to the Town's retirement plan. The accompanying ordinance adopts changes to the employee service retirement term of the Town's Texas Municipal Retirement System (TMRS) plan from twenty-five years of service to twenty years.

The difference between the proposed 2018 rate and the revised 2018 rate is no increase to the employee contribution and an increase to the Town contribution of 0.64% of payroll. The adopted budget increases the Town contribution by the above amount.

The changes to the TMRS plan changes will take effect January 1, 2018. By adopting the changes now, the Town gives TMRS administration enough time to enact the changes in their system.

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

**TOWN OF NORTHLAKE, TEXAS
ORDINANCE NO. 17-1109A**

**AN ORDINANCE AFFECTING PARTICIPATION OF TOWN EMPLOYEES IN THE
TEXAS MUNICIPAL RETIREMENT SYSTEM GRANTING THE ADDITIONAL RIGHTS
AUTHORIZED BY SECTION 854.202(g) OF TITLE 8, TEXAS GOVERNMENT CODE, AS
AMENDED, AND PRESCRIBING THE EFFECTIVE DATE FOR THE ORDINANCE.**

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

Section 1. Pursuant to the provisions of Section 854.202(g) of Subtitle G of Title 8, Texas Government Code, as amended, which Subtitle shall herein be referred to as the "TMRS Act," the Town of Northlake, Texas, adopts the following provisions affecting participation of its employees in the Texas Municipal Retirement System (herein referred to as the "System"):

(a) Any employee of the Town who is a member of the System is eligible to retire and receive a service retirement annuity if the member has at least 20 years of credited service in the System performed for one or more municipalities that have adopted a like provision under Section 854.202(g) of the TMRS Act.

(b) Prior to adopting this ordinance, the governing body of the Town has: (1) prepared an actuarial analysis of member retirement annuities at 20 years of service; and (2) held a public hearing pursuant to the notice provisions of the Texas Open Meetings Act, Chapter 551, Texas Government Code.

(c) The rights hereinabove authorized shall be in addition to the plan provisions heretofore adopted and in force at the effective date of this ordinance pursuant to the TMRS Act.

Section 2. This ordinance shall become effective on the **first day of January, 2018.**

Passed and approved this the 9TH day of November, 2017

Town of Northlake, Texas

Peter Dewing, Mayor

Attest:

Shirley Rogers, Town Secretary



Plan Change Study

00930 Northlake

TEXAS MUNICIPAL RETIREMENT SYSTEM

GRID 2018

For Informational Purposes Only

Effective Date - January 1, 2018

Report Date - September 26, 2017

Proposed Plans

Plan Provisions	Current	1
Deposit Rate	7.00%	7.00%
Matching Ratio	2 to 1	2 to 1
Updated Service Credit	100% (Repeating)	100% (Repeating)
Transfer USC **	Yes	Yes
Annuity Increase	0%	0%
20 Year/Any Age Ret.	No	Yes ✓
Vesting	5 years	5 years
Contribution Rates	2018	2018
Normal Cost Rate	8.48%	8.91%
Prior Service Rate	1.39%	1.60%
Retirement Rate	9.87%	10.51%
Supplemental Death Rate	0.10% (A & R)	0.10% (A & R)
Total Rate	9.97%	10.61% ✓
Unfunded Actuarial Liability	\$384,986	\$443,598
Amortization Period	25 years	25 years
Funded Ratio	84.0%	82.0%
Phase-In Total Rate	9.58%	10.22% ✓

**This is the addition to the Initial Prior Service Rate for USC for transfers. There were 9 eligible transfer employees on the valuation date.

Memo

To: Honorable Mayor and Town Council
From: Drew Corn, Town Administrator
cc: Shirley Rogers, Town Secretary
Nathan Reddin, Development Director
Date: November 9, 2017
Re: Ordinance Authorizing Sale of Beer and Wine in Newly Annexed Territory

The 7-Eleven on FM 407 near Cleveland-Gibbs is nearing completion. As with most convenience stores, they intend to offer a limited selection of beer and wine. The Town of Northlake allows off-premise beer and wine sales per the May 3, 2003 local-option election. The area the 7-Eleven is located was annexed into the Town on December 8, 2016 after the election. Section 251.725 of the Texas Alcohol Beverage Code allows municipalities to include recently annexed territory off-premise sales of beer and wine if three conditions are met.

First the area must be less than one percent of the total area covered by the Town; the area is less than 10 acres and Northlake Town limits total almost 10,000 acres. Second, the area must be for commercial use only; the special purpose annexation allows only commercial uses. Third, the area cannot be adjacent to residential, church or school; there exists an over 100' buffer from any residential area and there are no adjacent schools or churches.

If Council decides to include the newly annexed area to be included in the off-premise sales area, this ordinance, the annexation ordinance and the 2003 off-premise election results will be submitted to the Denton County Clerk. At that point, the issuance of an off-premise license in the newly annexed area will be processed through the Town. Without this ordinance, the area falls under County review and is assumed to be under the pre-election status.

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

**TOWN OF NORTHLAKE, TEXAS
ORDINANCE NO. 17-1109B**

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF NORTHLAKE, TEXAS, AUTHORIZING THE SALE OF BEER AND WINE FOR OFF-PREMISE CONSUMPTION PURSUANT TO THE AUTHORITY OF TEXAS ALCOHOLIC BEVERAGE CODE, SECTION 251.725; PROVIDING FOR A SEVERABILITY CLAUSE; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town of Northlake, Texas voted in favor for the legal sale of beer and wine for off-premise consumption on May 3, 2003; and

WHEREAS, the Town of Northlake annexed the property shown on Exhibit "A" on December 8, 2016; and

WHEREAS, the property shown on Exhibit "A" is less than one percent of the total area covered by the Town of Northlake; and

WHEREAS, by virtue of a development agreement pursuant to Section 212.172 of the Texas Local Government Code, the land in the annexed area is limited to commercial use only; and

WHEREAS, the annexed area is not adjacent to residential, church or school property; and

WHEREAS, all conditions described in the Texas Alcoholic Beverage Code, Section 251.725 have been met.

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

Section 1. The above findings are hereby found to be true and correct and are incorporated herein in their entirety.

Section 2. The property shown on Exhibit "A" attached hereto and incorporated herein is hereby legally authorized for the sale of beer and wine for off-premise consumption.

Section 3. The terms and provisions of this Ordinance shall be deemed to be severable and that if the validity of any section, subsection, sentence, or phrase of this Ordinance should be declared invalid or unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity of any other section, subsection, sentence, clause or phrase of this Ordinance.

Section 4. The above findings are hereby found to be true and correct and are incorporated herein in their entirety.

Section 5. This ordinance shall be in full force and effect from and after its passage and it is so ordained.

Passed and approved on this the 9th day of November, 2017

Town of Northlake, Texas

Peter Dewing, Mayor

Attest:

Shirley Rogers, Town Secretary

EXHIBIT "A"
BEER & WINE ANNEXATION
LEGAL DESCRIPTION

Being a tract of land in the Patrick Rock Survey abstract No. 1063 in Denton County, Texas, being a part of that 6.61 acre tract of land described in Limited Warranty Deed to Harvest Phase I, LLC, known as Tract 3, Instrument No. 2014-33486 in the Official Records of Denton County, Texas, (O.R.D.C.T.) and being all of that 1.129 acre tract of land described in Special Warranty Deed to WF-SE 38149, LLC, recorded in Instrument No. (2107) 86905 O.R.D.C.T., and being a part of that 5.076 acre tract of land described in Special Warranty Deed to 1256 FMR 407, LTD., recorded in Instrument No. 2016-58878 O.R.D.C.T., and being more particularly described as follows:

BEGINNING at the south end of a corner clip of the north right of way line of FM 407 (80' right of way) and the east right of way line of Cleveland-Gibbs Road (100' right of way), as dedicated by Final Plat of Harvest Phase I, as recorded in 2013-166 O.R.D.C.T. and being the southwest corner of said 6.61 acre tract of land;

THENCE North 44 degrees 55 minutes 23 seconds West, along said corner clip, a distance of 35.54 feet to a point for corner;

THENCE North 00 degrees 13 minutes 34 seconds West, along said east right of way line, a distance of 52.59 feet for point of a circular curve to the right, having a radius of 1,030.00 feet whose chord bears North 17 degree 22 minutes 18 seconds East, a distance of 622.80 feet;

THENCE Northeasterly, continuing along said east right of way line and along said circular curve through a central angle of 35 degrees 11 minutes 43 seconds, an arc length of 632.70 feet for the point of a reverse curve to the left, having a radius of 1,130.00 feet whose chord bears North 28 degree 02 minutes 09 seconds East, a distance of 272.87 feet;

THENCE Northeasterly, continuing along said east right of way line and along said circular curve through a central angle of 13 degrees 52 minutes 11 seconds, an arc length of 273.54 feet to a point for corner being on the south right of way and easement line of the Lone Star Gas Company (Atmos Energy) recorded in Volume 467, Page 242 and Instrument No. 2005-143294 O.R.D.C.T.;

THENCE South 59 degrees 07 minutes 32 seconds East, departing said east right of way line and along the south line of said right of way and easement line, a distance of 902.22 feet to a point for corner;

THENCE North 90 degrees 00 minutes 00 seconds West, departing said right of way and easement line, a distance of 692.64 feet to a point for corner;

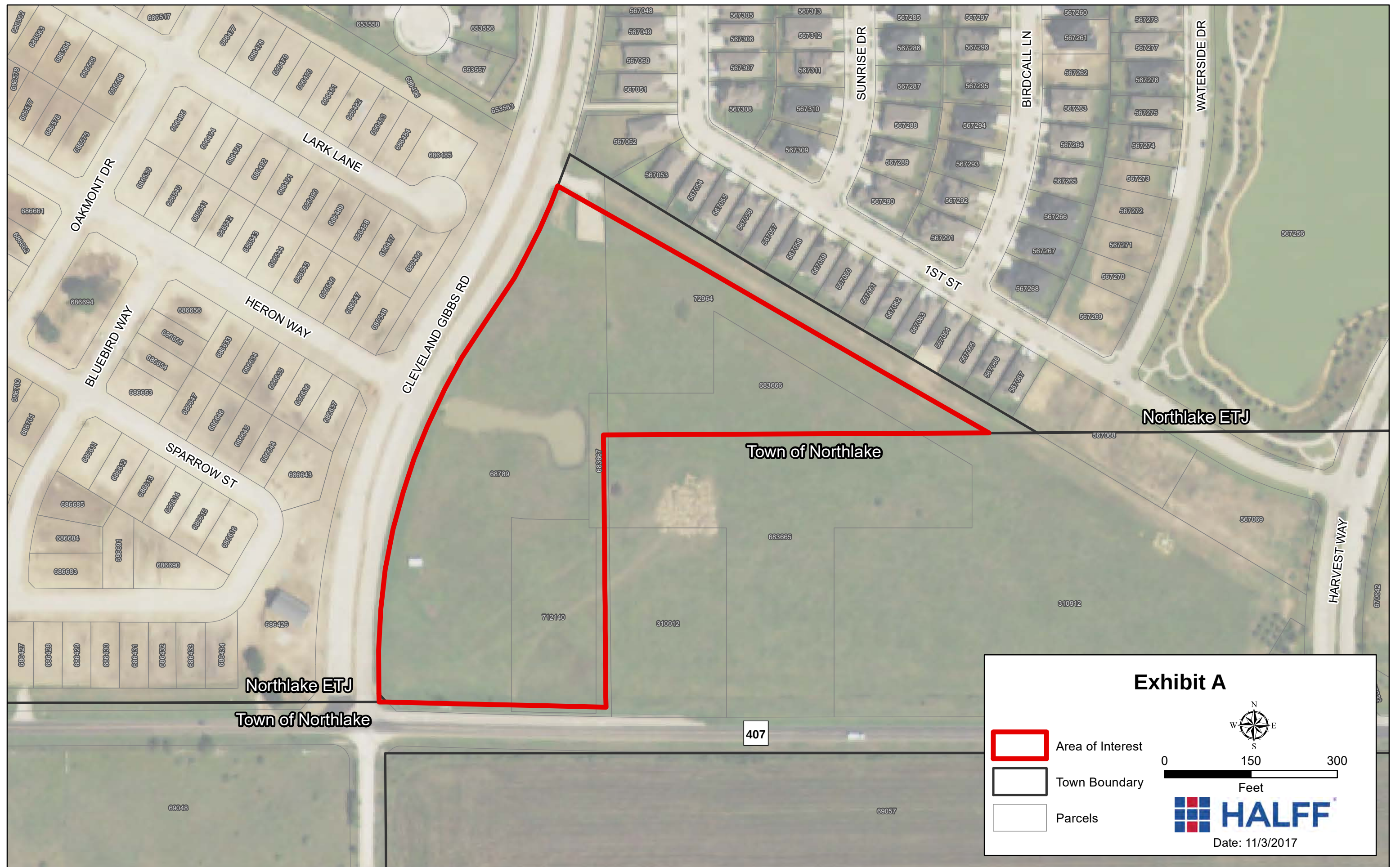
THENCE South 00 degrees 23 minutes 28 seconds East, a distance of 460.67 feet to a point for corner being on the north right of way line of said FM 407;

THENCE North 88 degrees 36 minutes 37 seconds West, along said north right of way line, a distance of 81.89 feet to a point for corner;

THENCE North 88 degrees 10 minutes 39 seconds West, continuing along said north right of way line, a distance of 100.00 feet to a point for corner;

THENCE North 87 degrees 57 minutes 39 seconds West, continuing along said north right of way line, a distance of 100.00 feet to a point for corner;

THENCE North 88 degrees 48 minutes 39 seconds West, continuing along said north right of way line, a distance of 92.03 feet to the POINT OF BEGINNING Containing 408,325 square feet or 9.374 acres of land, more or less.



TOWN OF NORTHLAKE, TEXAS

RESOLUTION NO. 17-33

WHEREAS, the Town of Northlake, Texas, has joined in the formation of a Denton Central Appraisal District; and

WHEREAS, the Denton County Chief Appraiser has notified each taxing entity that voting is in order for five seats on this board; and

WHEREAS, the Denton County Chief Appraisal has notified the Town of its voting entitlement of three votes;

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

That the Town of Northlake hereby cast its four (4) votes for _____.

Passed and approved by the Town Council of the Town of Northlake, Texas,
on this the 9th day of November, 2017

Town of Northlake, Texas

Peter Dewing, Mayor

ATTEST:

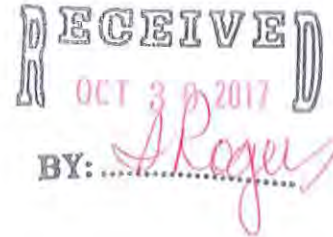
Shirley Rogers, Town Secretary



DENTON CENTRAL APPRAISAL DISTRICT

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

MEMO



TO: All Taxing Jurisdictions
FROM: Rudy Durham, Chief Appraiser
DATE: October 26, 2017
SUBJECT: Candidates to Board of Directors of Denton Central Appraisal District

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

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

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

<u>Candidate</u>	<u>Nominating Jurisdiction</u>
1. Roy Atwood	Lewisville ISD, City of Carrollton
2. Robert Gallagher *	Town of Trophy Club
3. Mike Hassett	Lewisville ISD, City of Lewisville, Town of Flower Mound, Town of Trophy Club
4. George Pryor	Denton County
5. Connie Smith	Town of Trophy Club, City of Lewisville, Town of Flower Mound
6. Charles Stafford	Town of Trophy Club, City of Lewisville, Aubrey ISD, Lewisville ISD
7. David Terre	Lewisville ISD, City of The Colony, Denton County, Northwest ISD Town of Trophy Club, City of Lewisville, City of Frisco

*Robert Gallagher has indicated that he does not want to be reappointed to the Board of Directors.

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

**DENTON CENTRAL APPRAISAL DISTRICT
2017 DISTRIBUTION OF VOTES**

<u>JURISDICTIONS</u>		<u>2016 LEVY</u>	<u>%OF TOTAL LEVIES</u>	<u>NUMBER OF VOTES</u>
SCHOOL DISTRICTS:				
S01	ARGYLE ISD	24,268,557.39	1.4557%	73
S02	AUBREY ISD	12,363,170.95	0.7416%	37
S03	CARROLLTON-FB ISD	48,142,581.32	2.8876%	144
S04	CELINA ISD	391,045.31	0.0235%	1
S05	DENTON ISD	219,694,795.75	13.1775%	658
S15	ERA ISD	2,727.25	0.0002%	1
S06	FRISCO ISD	129,164,592.16	7.7474%	387
S07	KRUM ISD	10,194,531.49	0.6115%	31
S08	LAKE DALLAS ISD	26,220,441.64	1.5727%	79
S09	LEWISVILLE ISD	460,594,336.33	27.6269%	1381
S10	LITTLE ELM ISD	49,086,035.96	2.9442%	147
S11	NORTHWEST ISD	94,099,163.48	5.6442%	282
S12	PILOT POINT ISD	7,196,449.60	0.4317%	22
S13	PONDER ISD	8,972,869.46	0.5382%	27
S17	PROSPER ISD	5,221,828.70	0.3132%	16
S14	SANGER ISD	12,636,013.60	0.7579%	38
S16	SLIDELL ISD	467,606.19	0.0280%	1
SCHOOL DISTRICTS TOTALS		\$1,108,716,746.58	66.502%	3325
G01	DENTON COUNTY	\$197,577,331.97	11.85%	593
CITIES:				
C26	TOWN OF ARGYLE.....	2,184,044.35	0.1310%	7
C01	CITY OF AUBREY.....	1,055,677.81	0.0633%	3
C31	TOWN OF BARTONVILLE..	631,787.92	0.0379%	2
C02	CITY OF CARROLLTON	38,888,307.21	2.3326%	115
C49	CITY OF CELINA.....	5,549.59	0.0003%	1
C03	CITY OF THE COLONY...	24,415,468.69	1.4645%	73
C21	TOWN OF COPPELL	937,425.62	0.0562%	3
C27	TOWN OF COPPER CANYON	649,532.61	0.0390%	2
C04	CITY OF CORINTH.....	10,509,683.29	0.6304%	32
C47	TOWN OF DRAPER	8,217.69	0.0005%	1
C20	CITY OF DALLAS.....	10,208,152.45	0.6123%	31
C05	CITY OF DENTON.....	64,302,599.15	3.8569%	191
C42	CITY OF DSH.....	125,470.82	0.0075%	1
C30	TOWN OF DOUBLE OAK...	979,984.89	0.0588%	3
C07	TOWN OF FLOWER MOUND.	41,287,914.95	2.4765%	122
C36	CITY OF FORT WORTH.....	12,067,337.59	0.7238%	36
C32	CITY OF FRISCO.....	42,581,062.96	2.5541%	125
C39	CITY OF GRAPEVINE.....	194.98	0.0000%	1
C22	TOWN OF HACKBERRY....	126,624.53	0.0076%	1
C38	CITY OF HASLET.....	4,990.76	0.0003%	1
C19	TOWN OF HICKORY CREEK.	1,657,786.99	0.0994%	5
C08	CITY OF HIGHLAND VILLAG	11,599,268.94	0.6957%	35
C09	CITY OF JUSTIN.....	1,822,922.09	0.1093%	5
C18	CITY OF KRUGERVILLE..	502,066.92	0.0301%	2
C10	CITY OF KRUM.....	1,913,205.13	0.1148%	6
C11	CITY OF LAKE DALLAS..	2,707,832.98	0.1624%	8
C25	CITY OF LAKEWOOD VILLAG	265,021.25	0.0159%	1
C12	CITY OF LEWISVILLE...	36,618,908.05	2.1964%	109
C13	TOWN OF LITTLE ELM...	18,490,410.60	1.1091%	54
C33	TOWN OF NORTHLAKE....	1,175,586.11	0.0705%	4
C24	CITY OF OAK POINT....	1,946,255.35	0.1167%	6
C14	CITY OF PILOT POINT..	1,443,726.62	0.0866%	4
C29	CITY OF PLANO.....	5,093,232.89	0.3055%	15
C15	TOWN OF PONDER.....	733,805.87	0.0440%	2
C48	CITY OF PROSPER	1,166,654.94	0.0700%	4
C51	TOWN OF PROVIDENCE VIL	3,552,928.11	0.2131%	11
C17	CITY OF ROANOKE.....	6,509,645.41	0.3905%	20
C16	CITY OF SANGER.....	3,625,622.99	0.2175%	11
C34	TOWN OF SHADY SHORES	842,603.44	0.0505%	3
C37	CITY OF SOUTHLAKE.....	582,976.96	0.0350%	2
C28	CITY OF TROPHY CLUB..	7,676,161.09	0.4604%	23
C44	CITY OF WESTLAKE	1,586.60	0.0001%	1
CITY TOTAL		\$360,898,237.19	21.65%	1082
TOTAL ALL JURISDICTIONS		\$1,667,192,315.74	100.00%	5000

Nominee Information
Denton Central Appraisal District Board of Directors

Your name has been submitted as a candidate for the DCAD Board of Directors. The term is for two years beginning January 1, 2018, and ending December 31, 2019. Please complete the following information and feel free to attach any additional information. Please return this form by October 25, 2017, so that a copy can be sent to the jurisdictions with their voting ballot.

Ron T. Atwood
Name

1816 Countryside
Address

Carrollton 75007
City Zip

214-559-7399
Daytime Phone

214-616-0528
Evening Phone

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

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

Please see attached.
I have been a practicing attorney in this area since 1988 and a resident of Carrollton since 1991. I have served on numerous Boards and Commissions in Carrollton over the last 18 years, including chairing the Capital Improvements ^{Plan} Advisory Commission and, currently, the Property Standards Board/Board of Adjustment.

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



Roy T. Atwood
Partner

Atwood Gameros LLP
6116 N. Central Expressway, Suite 1400
Dallas, Texas 75206

royatwood@atwoodgameros.com

+1.214.559-7399 (T)

+1.214.481-5502 (F)

Roy Atwood is a trial lawyer with extensive experience representing companies in complex litigation. He has represented clients in construction, toxic tort, product liability, state and local tax, and business disputes of all kinds. He has tried cases in state and federal courts in Texas and across the country and represented clients in arbitration. For over 15 years, Roy has served as national coordinating counsel for a group of Fortune 100 companies in lawsuits involving tens of thousands of plaintiffs in more than 20 jurisdictions. As national coordinating counsel, he has served in leadership roles on steering committees and in joint defense groups.

In 2001 and 2002, Roy was a member of a team of lawyers who obtained defense verdicts for clients in toxic tort cases, each of which The National Law Journal recognized as one of the top 20 defense wins of the year. In addition to winning at trial, Roy has successfully negotiated settlements for clients when settlement was the appropriate result, sometimes under very difficult circumstances. In one matter, Roy handled contentious negotiations for a client that lasted five days and were conducted entirely in the presence of a United States Magistrate Judge.

After 14 years as a partner, Roy retired from Jones Day at the end of 2012 and opened Atwood Gameros LLP. He made this move with the intent of providing clients with efficient and high quality service at reasonable rates.

Roy has been a frequent speaker on litigation-related topics and teaches in trial skills programs. He served for many years on the board of the Trial Skills section of the Dallas Bar Association and is a member of the Dallas Bar Foundation and the Texas Bar Foundation. He is past president of the board of trustees of LaunchAbility, which helps people with developmental disabilities lead fulfilling lives. In 2011, LaunchAbility honored Roy with their Milton P. Levy Jr. Volunteer Award. Roy is also a member of the board of the Down Syndrome Guild of Dallas. He has served on various boards and commissions in the city of Carrollton, Texas, including serving as a planning and zoning commissioner. Roy also serves as a leader in the Student Ministries program at St. Andrew United Methodist Church.

Roy has been recognized as a Best Lawyer in Dallas by D Magazine and has been recognized as a Texas SuperLawyer each year since 2009 and as a Best Lawyer in America since 2014. U.S. News and World Report has recognized Atwood Gameros, LLP as a Best Law Firm since 2014.

AREAS OF FOCUS

Business and Tort Litigation

Construction

Special Education Law

Product Liability Litigation

State & Local Taxation Disputes
Multidistrict Litigation

HONORS AND DISTINCTIONS

National Law Journal "Defense Verdicts of the Year" (2001 and 2002)
Texas Super Lawyers (2009, 2010, 2011, 2012, 2013, 2014 2015, 2016)
Best Lawyers in America – Commercial Litigation (2014, 2015, 2016)
Best Law Firms in America – 2014, 2015, 2016
D Magazine Best Lawyers in Dallas (2014, 2105, 2016)
2011 Milton P. Levy Jr. Volunteer Award, LaunchAbility
Member, Dallas Bar Foundation
Member, Texas Bar Foundation

EDUCATION

Southern Methodist University (J.D. cum laude 1988; Order of the Coif, Editor-in-Chief, Journal of Air Law and Commerce; National Moot Court and Mock Trial Teams)
University of Illinois (B.S. 1979)

BAR ADMISSIONS

Texas
Federal Courts for the Northern, Eastern, Southern and Western Districts of Texas

REPRESENTATIVE EXPERIENCE

Construction

The Brandt Companies LLC arbitrates claims stemming from construction of satellite antenna station - represented The Brandt Companies LLC in a dispute with a subcontractor that arose during the construction of a satellite antenna station south of Austin, Texas

The Brandt Companies LLC construction contracts – reviewed and negotiated construction subcontracts for The Brandt Companies LLC on a wide variety of construction projects, including government projects

Bridgestone defends against action involving failure of Louisiana Superdome roof during Hurricane Katrina - represented BFS Diversified Products, LLC in connection with a suit brought by the State of Louisiana and the Louisiana Stadium & Exposition District as a result of the failure of the roof of the Louisiana Superdome during Hurricane Katrina*

Vetrotex CertainTeed defends against arbitration brought by electrical contractor - represented Vetrotex CertainTeed Corporation in an arbitration brought by an electrical contractor*

City of Austin challenges cost overruns on nuclear power plant construction - represented the City of Austin in a suit, which culminated in a four and a half month jury trial, over cost overruns during the construction of the South Texas Nuclear Project power plant*

Anatole Partners achieves substantial settlement in action for faulty design and construction of hotel masonry - represented Anatole Partners, LP, the owner, in claims against design professionals and contractors for faulty design and construction of the hotel's masonry system, resulting in a substantial settlement payment to the owner*

Commercial Disputes

Tesoro pursues insurance recovery for losses arising from pollution conditions at refinery - represented Tesoro in litigation to recover losses arising from pollution conditions at a refinery under Pollution Legal Liability Select Insurance Policy*

Pepsi Bottling Group settles dispute during acquisition of Better Beverages - represented The Pepsi Bottling Group, Inc. in connection with a dispute over the acquisition of Better Beverages*

Hospital in billing and management dispute - represented a hospital in a dispute with former third-party billing and management companies related to alleged improprieties by those companies*

ATOFINA obtains favorable partial summary judgment - on behalf of ATOFINA Petrochemicals, Inc., obtained a favorable partial summary judgment ruling interpreting the term "occurrence" as used in commercial general liability policies issued by Travelers, which took the position that the existence of asbestos at Fina's facilities was one occurrence, and thus a settlement of \$300,000 in one large case exhausted all of Fina's coverage for premises liability cases*

Merritt, Hawkins & Associates arbitrates software development contract dispute against developer - represented Merritt, Hawkins & Associates, as software purchaser, in an arbitration dispute against the developer involving a software development contract*

Homecomings Financial negotiates pre-suit settlement of software development contract - represented Homecomings Financial, a GMAC company, as a software purchaser and negotiated a pre-suit settlement of a software development contract*

Kay MacKay negotiates settlement of breach of contract and misappropriation of trade secret action - on behalf of Kay MacKay, negotiated the settlement of breach of contract and misappropriation of trade secret claims relating to aluminum bats following a preliminary injunction hearing and on the eve of trial*

TRW wins summary judgment in antitrust action brought by credit repair clinic - obtained summary judgment for client TRW Inc. in an antitrust action brought by a credit repair clinic*

Bank group defends claims related to processing embezzled checks - obtained summary judgment for a group of banks that had processed embezzled checks*

Products Liability and Toxic Torts

Kaiser Aluminum defends against action involving fatal fire - represented Kaiser Aluminum Corporation & Kaiser Aluminum in connection with claims stemming from a fatal fire in a duplex that contained aluminum wiring*

ATC resolves action against Wood Group resulting from failure of submersible water pumps in Saudi Arabia - represented A. Abunayyan Trading Company (ATC) in claims against Wood Group ESP stemming from the failure of submersible water pumps installed in water production projects in Saudi Arabia*

Specialty Products and Bondex International seek bankruptcy protection - represented Specialty Products Holding Corp. and Bondex International, Inc. in connection with valuing asbestos liabilities in their chapter 11 cases, which were commenced in the United States Bankruptcy Court for the District of Delaware on May 31, 2010*

Westinghouse Electric prevails in product liability suit involving high voltage circuit breaker - successfully defended Westinghouse Electric Corporation in a \$6 million product liability suit involving an extra high voltage circuit breaker*

Textron and Bell Helicopter successfully defend against claims brought by two workers alleging cadmium exposure - successfully represented Textron, Inc. and its Bell Helicopter subsidiary in connection

with claims filed by two workers alleging exposure to cadmium while repairing helicopters at the Corpus Christi Army Depot*

Textron successfully defends respirator product liability claims - successfully defended respirator manufacturer Textron, Inc. in product liability litigation brought by over 50 plaintiffs who had worked at diatomaceous earth mines in Lompoc, California*

Brush Wellman wins complete defense verdict in beryllium exposure action by workers at Rocky Flats Nuclear Weapons Facility - successfully defended Brush Wellman Inc. from beryllium exposure claims filed by workers at the Rocky Flats Nuclear Weapons Facility in Golden, Colorado*

U.S. Silica wins defense verdict in silicosis case - successfully defended U.S. Silica Company against silica exposure claims filed by workers at Tyler Pipe, obtaining a defense jury verdict*

Excess insurer sues primary insurer over contaminated housing development -- represented an excess insurance carrier in a suit against the primary carrier after the excess carrier dropped down and paid claims related to ground water contamination of a neighborhood bordering a toxic waste disposal site*

Manufacturers of respiratory protection devices successfully defend against docket of product liability claims - for more than a decade, acted as national coordinating counsel and lead trial counsel for the four entities that owned the former Welsh Respirator Company in toxic exposure cases, the majority of which involved alleged exposure to silica dust*

*(prior to establishment of Atwood Gameros LLP)

PUBLICATIONS

A More "In Depth" Look at What's Left Of "Loser Pays"

Texas Tort Reform: What's In It, What Isn't

Texas Governor Signs Tort Reform Legislation Aimed at Attracting Businesses to Texas

Solving the Problems in Mass Tort Litigation, Practice Perspectives: Product Liability & Tort Litigation

In Silica Litigation, the Numbers Alone Dictate Careful Scrutiny of Injury and Causation, Andrews, Toxic Chemicals, Vol. 21, Issue 21, p. 2-7

Discovery of Personnel Files and an Employees Right to Privacy, Dallas Bar Association Headnotes

Admissibility of National Transportation Safety Board Reports in Civil Air Crash Litigation, 53 Air L.& Com. 469

SPEAKING ENGAGEMENTS

Construction Law Update, Dallas and Houston, Texas

Litigation Breakfast Series, Controlling Litigation Costs, Dallas, Texas

Building Protections Into Your Real Estate And Construction Deals, Jones Day CLE University, Dallas, Texas

Innovative and Cutting Edge Uses of Technology in the Courtroom, Dallas, Texas

Innovative and Cutting Edge Uses of Technology in the Courtroom, Dallas Bar Association Trial Skills Section, Dallas, Texas

Workpaper Confidentiality, BDO Tax Conference, Dallas, Texas

Workpaper Confidentiality, Hogan and Taylor Tax Conference, Tulsa, Oklahoma

Workpaper Confidentiality, Tax Executives Institute, Dallas Chapter, Dallas, Texas

Jones Day MCLE University - Dallas

Update on FIN 48, Financial Disclosure, Textron and Confidentiality of Various Risk Analyses and Workpapers, Dallas, Texas

Current Ethics Issues for In-House Counsel, Jones Day Dallas MCLE University

Witness Preparation, Dallas, Texas

Issues Raised by the Requirements of FIN 48: Privilege, Confidentiality and Disclosure, TEI Dallas
Chapter, Dallas, Texas

Jury Selection, Jones Day Dallas

The Changing Climate in Toxic Torts, Dallas, Texas

Emerging Silica Claims - Looking Beyond Sandblasting and Foundry Exposures, Harris Martin National
Silicosis Conference, Las Vegas, Nevada

Jury Instructions and Verdict Forms, Jones Day Dallas

Discovery Motions, Jones Day Dallas

Texas Tort Reform, Dallas, Texas

The Hardest Part of the Trial, DBA Trial Skills Seminar, Dallas, Texas

Nominee Information
Denton Central Appraisal District Board of Directors

Your name has been submitted as a candidate for the DCAD Board of Directors. The term is for two years beginning January 1, 2018, and ending December 31, 2019. Please complete the following information and feel free to attach any additional information. Please return this form by October 25, 2017, so that a copy can be sent to the jurisdictions with their voting ballot.

MICHAEL HASSETT
Name

3500 BERINGER COURT
Address

FLOWER MOUND 75022
City Zip

817-265-0440
Daytime Phone

972-691-1055
Evening Phone

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

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

PLEASE SEE ATTACHED.
(See back)

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

Work/Personal Experiences

I am completing my first two-year term on the DCAD Board of Directors, and I believe that experience has been invaluable.

I have a BBA in corporate finance from the University of North Texas, and a JD from the University of Texas School of Law. I have been a practicing attorney since 1996, and I am board certified in Civil Trial Law by the Texas Board of Legal Specialization. My professional practice includes substantial work in commercial real estate, as well as municipal and general commercial law.

I firmly believe that my work and education experiences make me uniquely qualified to sit on the Board. While the Board's primary duties are the hiring of the Chief Appraiser and the adoption of the budget, many times we are asked to approve contracts, review and consider for purchase various insurance policies, and set long term policies for the District. These functions are complimentary to what I do professionally on a day-to-day basis.

I take the responsibility of being on this Board very seriously. I have not missed a meeting in my two-years on the Board, and I have come to each meeting fully prepared, always having studied the agenda and packet documents. I ask that you kindly consider giving me another two-year term.

Denton County Boards & Committees**Application for Appointment**

Date: Sept. 20, 2017 Commissioner Precinct #: 1
Name: George H. Pryor Years in Denton County: 10
Home Address: 957 Pasatiempo Dr. Zip Code: 75034
Home Phone: 214-469-1473 Cell Work Phone: 214-548-7581
Fax: N/A E-Mail: george.pryor@att.net
Profession/Type of Work: Retired Senior Ex.-Associates First Capital
Board or committee applying for: Denton County Appraisal District
Special experience, knowledge or skills you will bring to this position: _____
Served 6 years on the D.C. Appraisal Review
Board (ARB). The last 2 as Vice Chair--ending 12/31/16.
Reason you wish to serve: To provide quality experience
to this very important county function
Have you ever served on a Denton County appointed board or committee? Yes
If yes, give name of board or committee and dates served: _____
See above

Community Activity: Past Tournament Director
AND V.P. of Frisco Lakes Men's Golf
Assn.

Signature: George H. Pryor Date: 9-20-17

Boards and Committee Applications are kept on file for two (2) years in the Aide-to-the-Court's Office.
Board and Committee information is available in the Aide-to-the-Court's Office.

Return to: Aide-to-the-Court's Office
Courthouse-on-the-Square
110 West Hickory
Denton, Texas 76201

Attach Resume/Bio

Nominee Information
Denton Central Appraisal District Board of Directors

Your name has been submitted as a candidate for the DCAD Board of Directors. The term is for two years beginning January 1, 2018, and ending December 31, 2019. Please complete the following information and feel free to attach any additional information. Please return this form by October 25, 2017, so that a copy can be sent to the jurisdictions with their voting ballot.

CONNIE SMITH

Name

2700 PECAN LEAF LN

Address

FLOWER MOUND

75022

City

Zip

(214) 600-3256

Daytime Phone

(214) 600-3256

Evening Phone

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

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

I have 7 years of real estate experience, and over 15 years of accounting experience. I have run my own business, and am very cognizant of working within budgets. I have had the privilege to serve on the Denton CAD Board of Directors for 4 years, the most recent 2 as Vice-Chairman. I would be honored to be appointed to another term.

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

Nominee Information
Denton Central Appraisal District Board of Directors

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Charles Stafford
Name

1903 Williamsburg Row
Address

Denton, Tx 76209
City Zip

940 595 7253
Daytime Phone

u
Evening Phone

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

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

I currently serve on the Denton ISD board of trustees.

I have a real estate Broker's License.

I have served on the CAD's board of directors for 15 years.

I'd be delighted to answer any questions.

My cell # is 940.595.7253

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

Denton County Boards & Committees
Application for Appointment

Date: 9.15.17 Commissioner Precinct #: 2
Name: David Terre Years in Denton County: 18
Home Address: 3941 Teal Cove Zip Code: 75056
Home Phone: None Work Phone: 972.740.4526
Fax: None E-Mail: terre.davide@yahoo.com

Profession/Type of Work: Retired

Board or committee applying for: DCAD Board

Special experience, knowledge or skills you will bring to this position: _____

2011-2017 The Colony City Council

2008-2011 The Colony P&Z Board

Reason you wish to serve: I believe in service and my

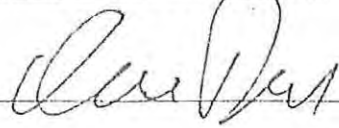
4 year record on DCAD Board has been productive and enjoyable.

Have you ever served on a Denton County appointed board or committee? DCAD only

If yes, give name of board or committee and dates served _____

DCAD 2013 to Present

- Community Activity: The Colony City Council 2011 to Present
- The Colony P&Z Board 2008 to 2011
 - The Colony Chamber of Commerce Ambassador
 - Metro Relief Friend

Signature: 

Date: 9-15-2017

Boards and Committee Applications are kept on file for two (2) years in the Aide-to-the-Court's Office
Board and Committee information is available in the Aide-to-the-Court's Office.

Return to: Aide-to-the-Court's Office
Courthouse-on-the-Square
110 West Hickory
Denton, Texas 76201

Attach Resume/Bio

David Terre
3941 Teal Cove
The Colony, Texas 75056
972 740-4526

EDUCATION

Moberly Community College (2 Years)

Drake University

Earned a BS Degree in Business Administration and a Minor in Economics

EMPLOYMENT HISTORY

Enjoyed a wonderful 46 year career working for Wilson Sporting Goods; rose through the ranks to become VP of Sales responsible for all domestic sales. Along the way, also managed European Sales Operations while living in Germany; worked in marketing, coordinating successful new product introductions; and, also managed West Coast Distribution Operations.

THE COLONY PLANNING and ZONING COMMISSION

Served 3 years- 2008 thru 2011 as a member and Vice Chair of the board.

THE COLONY CITY COUNCIL

- Elected in 2011 and received the honor of being elected Mayor Pro Tem during my first term.
- In 2012 appointed to the Local Development Corporation Board of Directors to oversee Grandscape (Nebraska Furniture Mart) Development.
- In 2013 became the first Council Member from The Colony to ever be elected to Denton County Tax Appraisal District Board of Directors.
- Was reelected in 2014 to a second term on council, receiving 71% of the total vote in a three candidate race.

HONORS RECEIVED

1982 Drake University Basketball Hall of Fame

1994 Moberly Community College Basketball Hall of Fame

1995-2003 Three-time Senior Olympics Gold Medal Winner playing for the USA Basketball Team

1999 Received Wilson Wall of Fame Honor

2007 Selected as Moberly Community College Outstanding Alumni of The Year

2013 Received Washington High School Hall of Honor Award

Why I believe I am uniquely qualified and very much desire to continue serving on the Denton Appraisal District Board of Directors:

- Throughout my life I have served in leadership positions, particularly during my Wilson career and my City Council work. My formula for success has always been to work hard, stay organized, use common sense and live by the Golden Rule.
- I have enjoyed serving on this Board and I believe I have made significant contributions during my two terms. Based on my experience and performance, I am asking for your votes so I can win reelection to a third term. Thank you for your consideration of this request.

ACCOMPLISHMENTS

During my 1st two year term I have worked with my fellow Board Members to achieve the following meaningful results:

1. Make sure we have a Quorum and I personally am able to contribute to each Board of Directors meeting by being there.
2. Help develop Annual Operating Budget and ensure that spending stays within budgeted funds while always looking for opportunities to save on expenses.
3. Participate in the development and actual evaluation of the Chief Appraisal Officer each year.
4. To better serve all Denton County property owners. We have opened an offsite location in the Lewisville Career Center so that folks who live or work in that area can go to an alternate location as opposed to driving all the way to Denton to file a property tax protest.
5. We have also started an online service that permits property owners to file property tax protest electronically. Thus eliminating the need to have to drive to our Denton location and file in person.
6. To improve employee morale, we have implemented a structured very successful flex work schedule for ALL employees.

If you have any questions or desire additional information, please contact me by phone @972-740-4526 or via email terre.david@yahoo.com

Memo

To: Honorable Mayor and Town Council

From: Drew Corn, Town Administrator

CC: Shirley Rogers, Town Secretary
Eric Tamayo, Public Works Director

Date: November 9, 2017

Re: Restoration to the Upper Trinity Regional Water District Board of Directors

The Town of Northlake was a founding member of the Upper Trinity Regional Water District (UTRWD) from November 1990 to March 4, 1993. Town Council at the time did not see the benefit of board membership at a minimum membership cost of \$500 per month. Failure to pay membership dues caused the UTRWD board to remove Northlake as a member. In 2002, UTRWD extended water service to the City of Justin and renewed discussion with Northlake for future service and utility corridors through the Town of Northlake. On December 12, 2002, the Town entered into a Future Service Agreement with UTRWD

With the development of Belmont (now known as Harvest) in the Town's extra-territorial jurisdiction, interest in reaching a water service agreement renewed. If the Town did not provide water to Belmont, the Town ran the risk of having the entire development being released from the Town's certificated water service area. On December 2, 2010, the Town entered into a participating customer contract with UTRWD for an initial minimum demand of 0.3 MGD (million-gallon day) and a security deposit of \$288,000. Currently the Town's minimum demand is 1.3 MGD. The Town will soon request the return of the security deposit.

On April 14, 2016, the Town of Northlake entered into a shared capacity agreement with UTRWD as part of the Florance Road Water Line Project. With UTRWD participation, the Town oversized the line which would enable UTRWD to provide water service to Ponder on an interim basis until a dedicated UTRWD supply line could be constructed. This route was originally contemplated in the 2002 future service agreement mention earlier.

The Town's involvement with UTRWD continues to increase in terms of partnerships, joint projections and water purchases. Projections of water demand for Northlake show continued increases. Northlake requests to rejoin the UTRWD board of directors and be a part of the governance of this crucially important regional water provider. The final decision whether to have Northlake restored to membership status will be at the sole discretion of the existing board.

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

**Town of Northlake
Resolution No. 17-34**

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF NORTHLAKE, TEXAS, REQUESTING CONSIDERATION BY THE UPPER TRINITY REGIONAL WATER DISTRICT BOARD OF DIRECTORS FOR RESTORATION OF NORTHLAKE'S MEMBERSHIP IN THE DISTRICT.

WHEREAS, the Town of Northlake was a founding Member of Upper Trinity Regional Water District, having been a Member from November 1990 to March 4, 1993; and

WHEREAS, in the fog of local politics, the Town failed to fully appreciate the vital regional mission of Upper Trinity, causing Northlake to drop its membership in 1993; and

WHEREAS, the Town Council of the Town of Northlake recognizes that the Upper Trinity Regional Water District (UTRWD) serves a crucial role in the economy and vitality of Northlake, the region and Denton County; and

WHEREAS, as a Customer of the Regional Treated Water System, Northlake is destined to play a vital role in western growth of the UTRWD System; and

WHEREAS, the Town Council believes that Northlake can make a significant contribution to the success of UTRWD if its role as a Participating Member were reinstated; and

WHEREAS, the Town Council understands that reinstatement of Northlake's Membership would be at the sole discretion of the UTRWD Board of Directors; and

WHEREAS, the Town of Northlake's boundaries are wholly within Denton County; and

WHEREAS, the Town of Northlake provides water retail service to residents, new development and other customers as a regular governmental enterprise function; and

WHEREAS, the Upper Trinity Regional Water District currently supplies wholesale water to Northlake in its upper pressure plane to approximately retail customers; and

WHEREAS, with future growth, the Town of Northlake anticipates that its participation in the Regional Treated Water System will exceed 50,000 retail customers; and

WHEREAS, the Town of Northlake has been a Wholesale Customer of UTRWD since 2010 and a partner in the Upper Trinity Conservation Trust since 2012; and

WHEREAS, the Mayor and Town Council extended an invitation to UTRWD to participate in the oversize of a key water main in the Town as a joint regional initiative, which oversize water main can help facilitate extension of regional service to the City of Ponder and others; and

WHEREAS, the Town Council of the Town of Northlake desires to gain reinstatement of its membership in the Upper Trinity Regional Water District, and that the Town would again have the right to appoint a representative to the Board of Directors.

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Northlake, Texas:

SECTION 1.

The Town Council respectfully requests that the UTRWD Board of Directors favorably consider reinstatement of the Town's membership in the Upper Trinity Regional Water District, with representation on the Board of Directors.

SECTION 2.

The Town of Northlake will promptly pay all applicable membership fees for the period since March 1993.

SECTION 3.

This resolution shall take effect from and after the date of passage.

PASSED, APPROVED AND EFFECTIVE on this 9th day of November 2017

Town of Northlake, Texas

Peter Dewing, Mayor

Attest:

Shirley Rogers, Town Secretary

Memo

To: Honorable Mayor and Town Council
From: Nathan Reddin, Development Director
CC: Drew Corn, Town Administrator
Shirley Rogers, Town Secretary
Date: November 9, 2017
Re: Website redesign and hosting services

Funds to redesign the Town's website were approved in FY 2018 budget in the amount of \$25,000. Staff has reviewed numerous proposals for redesigning and hosting the Town's website which last went through a full redesign in 2009. Staff recommends contracting with CivicPlus for the design, development and hosting of a new website for the Town of Northlake. CivicPlus is a leading provider of municipal websites and has developed many tools specific to municipal use which will make our website more user friendly and more efficient to update while also better providing better tools for communication including integration with social media. The initial cost for the new website is approximately \$24,000 with annual costs of \$11,000.

Please contact me at 940-242-5703 if you have any questions or comments.

TOWN OF NORTHLAKE, TEXAS

RESOLUTION NO. 17-35

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF NORTHLAKE, TEXAS,
AUTHORIZING THE TOWN ADMINISTRATOR TO CONTRACT WITH CIVICPLUS,
INC. FOR WEBSITE DESIGN AND HOSTING SERVICES.**

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

SECTION 1. The Town Administrator is hereby authorized to finalize and enter into a contract with CivicPlus, Inc. to design, develop and host a website for the Town in an initial amount not to exceed \$24,000 with annual service fees not to exceed \$11,000 plus a five percent increase annually in year three and beyond.

PASSED AND APPROVED THIS THE 9TH DAY OF NOVEMBER, 2017

TOWN OF NORTHLAKE, TEXAS

Peter Dewing, Mayor

ATTEST:

Shirley Rogers, Town Secretary

Exhibit A.1 - CivicPlus Statement of Work #1

All Quotes are in US Dollars and Valid for 30 Days from October 10, 2017

Project Development and Deployment

- First Year Annual Services (Initial GCMS® upgrades, maintenance, support and hosting)
- Server Storage not to exceed **25 GB**
- Services and Deliverables as described in Addendum 1 **\$23,418**
- Up to 86 pages of content migration from <http://www.town.northlake.tx.us/>
- Ongoing recurring 48-month redesign, as described in Addendum 2
- 3 Years of Agendas & Minutes in PDF or DOC format migrated
- 3 Days Virtual Implementation Training for up to 6 Client Staff Members

Project Enhancements

- CivicSend **Included**
- CivicReady Mass Notifications with Automated Weather Notifications and IPAWS Integration

Total Fees Year 1	\$23,418
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Annual Services (Continuing GCMS® Enhancements, Maintenance, Support and Hosting)

\$10,685

Billed 12 months from SOW signing; subject to annual 5% increase year 3 and beyond

Total Annual Services	\$10,685
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1. Performance and payment under this SOW shall be subject to the terms & conditions of the Agreement by and between Client and CivicPlus, to which this Statement of Work #1 (SOW #1) is hereby attached as Exhibit A.1.
2. This SOW #1 shall remain in effect for an initial term of one year (12 months) from signing. In the event that neither party gives 60 days' notice to terminate prior to the end of the initial or any subsequent renewal term, this Agreement will automatically renew for an additional 1-year Renewal Term.
3. The Total Fees Year 1 will be invoiced at the completion of the following phases as defined in Addendum 1 to this SOW #1:
 - a. Completion of Phase 2: Website Layout – one half of the Total Fees Year 1.
 - b. Completion of Phase 4: Customized Website Training – the remaining half of the Total Fees Year 1.
4. Renewal Term Annual Services shall be invoiced on the date of signature of relevant calendar years. Annual services, including but not limited to hosting, support and maintenance services, shall be provisioned in accordance with Addendum 3 to this SOW #1 and shall be subject to a 5% annual increase beginning in Year 3 of service.
5. After forty-eight (48) months of continuous service, Client is entitled to a no-cost redesign, details noted in Addendum 2. Redesigns that include additional features not available on the original website may be subject to additional charges. Additional features include, but are not limited to, additional modules and integration of third-party software.
6. Client allows CivicPlus to display a "Government Websites by CivicPlus" insignia, and web link at the bottom of their web pages. Client understands that the pricing and any related discount structure provided under this SOW #1 assumes such perpetual permission.
7. The Client will be invoiced electronically through email. Upon request CivicPlus will mail invoices and the Client will be charged a \$5.00 convenience fee.



Acceptance

We, the undersigned, agreeing to the conditions specified in this document, understand and authorize the provision of services outlined in this Agreement.

Client

CivicPlus

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

**Addendum 1 to Exhibit A.1 - Project Development Division of Work**

Kick-Off <u>Deliverable:</u> Project Timeline, training jump start information, online forms, kick-off meeting	
CivicPlus will: • assign a project manager to this project • conduct a Project Kick-off to review awarded contract • establish communication plan for the duration of the project effort • work with Client to identify all key internal and external project stakeholders • develop project timeline • provide access to CivicPlus University (online training manuals, videos and other resources) for the Client staff	Client will: • complete the following prior to Phase 1: Website Optimization Form, Content Form, and DNS Worksheet • review and approve of project timeline within 5 business days • attend a kick-off meeting with key stakeholders or decision makers • if modifications are required after the review of the initial project timeline, Client has 10 business days to address the modifications and come to a consensus • approve the project timeline (limited to two reviews) prior to proceeding with the project • update the current primary live website content and delete any pages from the website that are no longer wanted or needed
Phase 1: Website Optimization <u>Deliverable:</u> Website Optimization Meeting	
CivicPlus will: • communicate status to Client, key stakeholders and personnel via emails or phone calls as needed • review the goals and expectations submitted on the forms Client completed to ensure Client needs are clearly understood • gather preliminary design data for use	Client will provide: • statistics from the current website from the past 12 months (optional) • pictures to be used in the overall design of the new website • a list of all divisions and/or departments within the organization • a list of third-party and in-house developed applications presently being utilized on the current website • a site map or outline of the current website's navigational structure if possible • a list of any content on the current primary website that must remain as is (verbatim) because of legal requirements
Phase 2: Website Layout <u>Deliverable:</u> Website grayscale layout and mood board color pallet presentation	
CivicPlus will: • present one custom layout in grayscale form and one mood board color palette based on the goals determined in the previous phase. The presented layout will show the placement of the navigation, graphic button and feature areas. The mood board will reflect the color and imagery that will represent the tone of the design • begin development of the website design upon layout and mood board approval	Client will: • approve one layout and the mood board • review marketing packet material and guidelines • Website Layout billing milestone complete



Phase 3: Website Reveal <u>Deliverable:</u> Website design and production website.	
CivicPlus will: • present a functional website on a production URL • migrate content pages to the production URL as described in Exhibit A.1 Statement of Work. • conduct a quality review of the website to ensure the functionality and usability standards are met • work with Client to prepare for training • migrate Agendas & Minutes in Microsoft Word.DOC or Adobe PDF format as described in Exhibit A.1 Statement of Work.	Client will: • evaluate the website design and content and provide CivicPlus with feedback • collaborate with CivicPlus on proposed changes • revise the design according to the approved timeline • if revised design changes are requested after the design approval timeline date, the project's Go Live date will be adjusted out (training and billing milestones will remain as per approved timeline) • provide CivicPlus will all the necessary DNS items identified for the website
Phase 4: Implementation Training (See Exhibit A.1 Statement of Work for details) <u>Deliverable:</u> Train System Administrator(s) on GCMS® Administration, permissions, setting up groups and users, module administration. Basic User training on pages, module entries, applying modules to pages. Applied use and usability consulting to result in effective communication through your website.	
CivicPlus will: • provide training to Client before the website goes live • train staff members based on internal daily tasks and workflow • train staff members on how to use the GCMS®, update content pages and modules	Client will: • provide a location for training in Client with internet access • provide computers for staff to be trained on • Phase 4: Training billing milestone complete
Phase 5: Go Live <u>Deliverable:</u> Custom website launched to the public.	
CivicPlus will: • address system issues and bugs that Client finds • redirect the domain name to the newly developed website as per approved timeline	Client will: • test and update the final site as per approved timeline • notify CivicPlus on any system issues or bugs found in the website



Addendum 3 to Exhibit A.1 - Redesign Details

CivicPlus Project Development Services & Scope of Services for CP Basic Redesign

- New design for all items originally contracted for (main site, department headers and subsites)
- Redevelop banner
- Redevelop navigation method (may choose top drop-down or other options)
- Design setup - wireframe
- Redevelop graphic elements of website (Newsflash, FAQs, Calendar, etc.)
- Project Management
- Testing
- Review
- Content Migration – Includes retouching of all existing published pages to ensure proper formatting, and application of new site styles. Note: Content will **not** be rewritten, reformatted or pages broken up (shortened or re-sectioned)
- Site styles and page layouts will be touched so all pages match the new design and migrate cleanly
- Spelling and broken links will be checked and reported if unable to correct

**Addendum 3 to Exhibit A.1 – Hosting, Support and Service Level Agreement****Hosting Details**

Data Center	• Highly Reliable Data Center • Managed Network Infrastructure • On-Site Power Backup & Generators • Multiple telecom/network providers • Fully redundant Network • Highly Secure Facility • 24/7/365 System Monitoring
Hosting	• Automated GCMS® Software Updates • Server Management & Monitoring • Multi-tiered Software Architecture • Server software updates & security patches • Database server updates & security patches • Antivirus management & updates • Server-class hardware from nationally recognized provider • Redundant firewall solutions • High performance SAN with N+2 reliability
Bandwidth	• Multiple network providers in place • Unlimited bandwidth usage for normal business operations (does not apply in the event of a cyber attack) • 22 Gb/s burst bandwidth
Disaster Recovery	• Emergency After-hours support, live agent (24/7) • On-line status monitor at data center • Event notification emails • Guaranteed recovery TIME objective (RTO) of 8 hours • Guaranteed recovery POINT objective (RPO) of 24 hours • Pre-emptive monitoring for disaster situations • Multiple data centers • Geographically diverse data centers
DDoS Mitigation	• Defined DDoS Attack Process • Identify attack source • Identify type of attack • Monitor attack for threshold engagement



Support and Maintenance

Support Services

CivicPlus' on-site support team is available from 7:00 am to 7:00 pm CT to assist clients with any questions, concerns or suggestions regarding the functionality and usage of CivicPlus' GCMS® and associated applications. The support team is available during these hours via CivicPlus' toll-free support number and e-mail. Support personnel will respond to calls as they arrive (under normal circumstances, if all lines are busy, messages will be returned within four hours; action will be taken on e-mails within four hours), and if Client's customer support liaison is unable to assist, the service escalation process will begin.

Emergency support is available 24-hours-a-day for designated, named Client points-of-contact, with members of both CivicPlus' project management and support teams available for urgent requests. Emergency support is provided free-of-charge for true emergencies (ie: website is down, applications are malfunctioning, etc.), though Client may incur support charges for non-emergency requests during off hours (ie: basic functionality / usage requests regarding system operation and management). The current discounted rate is \$175/hour.

CivicPlus maintains a customer support website that is accessible 24-hours-a-day with an approved client username and password.

Service Escalation Processes

In the event that CivicPlus' support team is unable to assist Client with a request, question or concern, the issue is reported to the appropriate CivicPlus department.

Client requests for additional provided services are forwarded to CivicPlus' Client Care personnel.

Client concerns/questions regarding GCMS® or associated application errors are reported to CivicPlus' technical team through CivicPlus' issue tracking and management system to be addressed in a priority order to be determined by CivicPlus' technical team.

All other requests that do not meet these criteria will be forwarded to appropriate personnel within CivicPlus' organization at the discretion of the customer support liaison.

Included Services:	
Support	Maintenance of CivicPlus GCMS®
7 a.m. – 7 p.m. (CST) Monday – Friday (excluding holidays) 24/7 Emergency Support Dedicated Support Personnel Usability Improvements Integration of System Enhancements Proactive Support for Updates & Fixes Online Training Manuals Monthly Newsletters Routine Follow-up Check-ins CivicPlus Connection	Install Service Patches for OS System Enhancements Fixes Improvements Integration Testing Development Usage License



CivicPlus Service Level Agreement

CivicPlus will use commercially reasonable efforts to make the GCMS® available with a Monthly Uptime Percentage (defined below) of at least 99.9%, in each case during any monthly billing cycle (the "Service Commitment"). In the event CivicPlus does not meet the Service Commitment, you will be eligible to receive a Service Credit as described below.

Definitions

- "Monthly Uptime Percentage" is calculated by subtracting from 100% the percentage of minutes during the month in which the GCMS, was "Unavailable." Monthly Uptime Percentage measurements exclude downtime resulting directly or indirectly from any Exclusion (defined below).
- "Unavailable" and "Unavailability" mean:
 - o The HTML of the home page of the site is not delivered in 10 seconds or less 3 times in a row when tested from inside our network and returns a status of 200.
 - o The Main page of the site returns a status other than 200 or 302 3 times in a row.
- A "Service Credit" is a dollar credit, calculated as set forth below, that we may credit back to an eligible account.

Service Commitments and Service Credits

Service Credits are calculated as a percentage of the total charges paid by you (excluding one-time payments such as upfront payments) for the month, beginning with the first full month of service, in accordance with the schedule below.

Monthly Uptime Percentage

Less than 99.9%

Service Credit Percentage

1% of one month's fee

We will apply any Service Credits only against future payments otherwise due from you. Service Credits will not entitle you to any refund or other payment from CivicPlus. A Service Credit will be applicable and issued only if the credit amount for the applicable monthly billing cycle is greater than one dollar (\$1 USD). Service Credits may not be transferred or applied to any other account. Unless otherwise provided in the Client Agreement, your sole and exclusive remedy for any unavailability, non-performance, or other failure by us to provide the service is the receipt of a Service Credit (if eligible) in accordance with the terms of this SLA.

Credit Request and Payment Procedures

To receive a Service Credit, you must submit a claim by opening a case with Support. To be eligible, the credit request must be received by us by the end of the second billing cycle after which the incident occurred and must include:

1. the words "SLA Credit Request" in the subject line;
2. the dates and times of each Unavailability incident that you are claiming;
3. the affected Site domains; and
4. Any documentation that corroborate your claimed outage.

If the Monthly Uptime Percentage of such request is confirmed by us and is less than the Service Commitment, then we will issue the Service Credit to you within one billing cycle following the month in which your request is confirmed by us. Your failure to provide the request and other information as required above will disqualify you from receiving a Service Credit.

SLA Exclusions

The Service Commitment does not apply to any unavailability, suspension or termination of GCMS®, or any other GCMS® performance issues: (i) that result from a suspension; (ii) caused by factors outside of our reasonable control, including any force majeure event or Internet access or related problems beyond the demarcation point of CivicPlus; (iii) that result from any actions or inactions of you or any third party; (iv) that result from your equipment, software or other technology and/or third party equipment, software or other technology (other than third party equipment within our direct control); (v) that result from any maintenance as provided for pursuant to the Client Agreement; or (vi) arising from our suspension and termination of your right to use the GCMS® in accordance with the Client Agreement (collectively, the "SLA Exclusions"). If availability is impacted by factors other than those used in our Monthly Uptime Percentage calculation, then we may issue a Service Credit considering such factors at our discretion.



Disaster Recovery Feature Service Commitment

CivicPlus will use commercially reasonable efforts to insure that in the event of a disaster that makes the Primary data center unavailable (defined below) Client site will be brought back online at a secondary data center (the "Service Commitment"). In the event CivicPlus does not meet the Service Commitment, you will be eligible to receive a Service Credit as described below.

Definitions

- "Datacenter availability" is determined by inability to provide or restore functions necessary to support the Service. Examples of necessary functions include but are not limited Cooling, Electrical, Sufficient Internet Access, Physical space, and Physical access.
- A "Service Credit" is a dollar credit, calculated as set forth below, that we may credit back to an eligible account.
- Recovery Time Objective (RTO) is the most anticipated time it will take to bring the service back online in the event of a data center event.
- Recovery Point Objective (RPO) the amount of data lost that is considered acceptable.

Service Commitments and Service Credits

Service Credits are calculated as a percentage of the total charges paid by you (excluding one-time payments such as upfront payments) for the month accordance with the schedule below.

Recovery Time Objective	Service Credit Percentage
8 Hours	10% of one month's fee
Recovery Point Objective	Service Credit Percentage
24 Hours	10% of one month's fee



Executive Session

Agenda Item 8

Pursuant to Texas Government Code, annotated, Chapter 551 Subchapter D:

- a. Section 551.071 authorizes a governmental body to consult with its attorney in an executive session to seek his or her advice on a legal matter. It provides as follows: A governmental body may not conduct a private consultation with its attorney except:
 - 1) When the governmental body seeks the advice of its attorney about:
 - (a) Pending or contemplated litigation; or
 - (b) A settlement offer; or
 - 'Town of Northlake vs. City of Justin (Cause No. 15-08170-367)
 - (c) Appellate Docket No. 06-17-00054-CV
City of Justin vs. Town of Northlake