

1. Agenda

Documents:

[07-26-2018 AGENDA.PDF](#)

2. Meeting Materials

Documents:

[07-26-2018 COUNCIL PACKET REDACTED.PDF](#)



Peter Dewing, Mayor
Brian Montini, Mayor Pro Tem, Council Place 3
Rena Hardeman, Council Place 1

Jimmy Lambert, Council Place 2
Roger Sessions, Council Place 4
Danny Simpson, Council Place 5

**Northlake Town Council Agenda
Thursday, July 26, 2018 at 7:00 pm
Chamber Room - 1400 FM - 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, July 26, 2018 at 7:00 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. Briefing Items
 - A. FY 2018 Quarterly Investment Update
 - B. FY 2018 Quarterly Budget Report
 - C. FY 2019 Proposed Budget Presentation
3. Regular Meeting to Order
Pledge of Allegiance-Moment of Silence
4. Public Input
This item is available for citizens to address the Town Council on any issues that are not the subject of a public hearing. No action by law may be taken on the topic. The presiding officer reserves the right to impose a time limit on this portion of the agenda
5. Consent Items
All items listed below are considered routine by Town Council and will be enacted with one motion. There will be no separate discussion of items unless a Councilmember so requests, in which event the item will be removed and considered separately
 - D. Consider for approval the Town Council meeting minutes of 6-28-18
 - E. Consider for approval Trinity River Authority of Texas Contract for Services FY 2019 - Revised Technical Services Fee Schedule, Central Regional Wastewater System
6. Board of Adjustment
7. Regular Items
 - F. Consider for approval a zoning change request to amend the Mixed-Use Planned Development (MPD) zoning district for The Ridge at Northlake (formerly known as Heritage Fields), a proposed mixed-use planned development to include commercial uses, open spaces, and up to 1,115 single-family residential



lots ranging in size from 6,000 square feet to one (1) acre, located on approximately 370 acres of land situated in the Patrick Rock Survey, Abstract No. 1063, and generally located on the south side of Robson Ranch Road approximately 3,200 feet east of Faught Road. D-F Pacific No. 2 Ltd. & Silverstone Northlake Ltd. is the owner/applicant. JBI Partners, Inc. is the land planner. Case # PD-18-002.

- i. Public Hearing
- ii. Ordinance 18-0726

- G. Consider for approval a Preliminary Plat of AMI Addition, a proposed development consisting of 7 lots on a 59.682-acre tract of land out of the Patrick Rock Survey, Abstract No. 1063, generally located on the north side of FM 407 at Thompson Road in the extraterritorial jurisdiction of the Town of Northlake. AMI Development Group, LLC and IMA Development Group, LLC are the owners/applicants. MAS Consulting Engineers is the engineer. Eagle Surveying is the surveyor. Case # PP-18-001
- H. Consider for approval a Final Plat of Lot 3, Block A, Alliance Northport Addition, a one-lot phase of the Alliance Northport development, being a 32.177-acre tract of land out of the B.B.B. & C.R.R. Survey, Abstract No. 189, and the H.W. Cooke Survey, Abstract No. 310, generally located on the east side of IH 35W approximately 800 feet south of Dale Earnhardt Way and zoned Industrial (I). AIL Investment LP is the owner/applicant. Peloton Land Solutions, Inc. is the engineer/surveyor. Case # FP-18-014
- I. Consider for approval a Site Plan for Alliance Northport Building 1, a proposed 500,076 square-foot industrial building on 32.07 acres of land situated in the B.B.B. & C.R.R. Survey, Abstract No. 189, and the H.W. Cooke Survey, Abstract No. 310, to be platted as Lot 3, Block A, Alliance Northport Addition, generally located on the east side of IH 35W approximately 800 feet south of Dale Earnhardt Way and zoned Industrial (I). AIL Investment LP is the owner/applicant. Peloton Land Solutions, Inc. is the engineer. RGA Architects is the architect. Case # SP-18-003
- J. Consider for approval to vote to adopt a proposed tax increase, vote to schedule tax rate public hearings for the Fiscal Year 2018-2019 tax rate (if necessary) and set the date of the adoption of the tax rate on the agenda for September 13, 2018 Council Meeting
- K. Consider for approval setting public hearing dates for the Proposed 2018-2019 Town Budget, Northlake Economic Development corporation and Community Development Corporation budgets, Northlake Public Improvement District No. 1 (Harvest) and Northlake Public Improvement District No. 2 (The Highlands, Tax Increment Financing Zone No. 1 (Canyon Falls)
- L. Consider for adoption of a resolution directing the publication of notice of intention to issue certificates of obligation (Resolution 18-22)
- M. Consider a Pioneer Grant Program incentive and performance agreement for the development of Burgerim, a limited-service restaurant to be located in the Northlake Plaza retail center at 5000 State Highway 114
- N. Consider a Pioneer Grant Program incentive and performance agreement for the development of Amano Bistro, a full-service restaurant to be located in the Northlake Plaza retail center at 5000 State Highway 114



- O. Consider for the appointment, reappointment, and/or removal of the Northlake Economic Development and Northlake Community Development Board of Directors
 - P. Consider for approval a resolution for the appointment of one member to the Board of Managers of the Denco Area 9-1-1 District (Resolution No. 18-20)
 - Q. Consider for approval a resolution approving the 'Draft' Denco Area 9-1-1 District FY 2019 Financial Plan (Resolution No. 18-21)
 - R. Consider an appointment to the Upper Trinity Regional Water District Board of Directors
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) Appellate Docket No. 06-17-00054-CV - City of Justin vs. Town of Northlake
 - b. Section 551.071 consultation with the Town's attorney to seek advice on eminent domain actions to obtain right-of-way out of a certain 3.530 acre tract of land located in the Patrick Rock Survey, Abstract No. 1063 in Northlake, Denton County, Texas, for the construction and maintenance of roadway and utility improvements and other public purposes permitted by law
 - c. Section 551.072 deliberation regarding the purchase, exchange, lease, or value of real property to be acquired as right-of-way out of a certain 3.530 acre tract of land located in the Patrick Rock Survey, Abstract No. 1063 in Northlake, Denton County, Texas, for the construction and maintenance of roadway and utility improvements and other public purposes permitted by law

Open Session

- S. Consider the use of eminent domain to condemn property and consider a resolution of the Town of Northlake, Texas, authorizing the Town Attorney to bring a condemnation action for the purpose of obtaining approximately .4762 acres of a certain 3.530 acre tract of land located in the Patrick Rock Survey Abstract No. 1063 in Northlake, Denton County, Texas, as right-of-way necessary for the construction and maintenance of roadway and utility improvements and for other public purposes permitted by law (Res. No. 18-__)
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 Thursday, July 19, 2018 by 6 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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Regular Work Session

Agenda Item 1



Briefing Items

Agenda Item 2

Memo

To: Honorable Mayor and Town Council
From: Karen Bolyard, Director of Finance
CC: Drew Corn, Town Administrator
Shirley Rogers, Town Secretary
Date: July 26, 2018
Re: Quarterly Investment Report – Third Quarter 2018

During the third quarter of 2018, the Town earned \$53,565.60 in interest revenue. When comparing the third quarter interest earnings to the prior quarter earnings, the Town incurred a 27.22% or \$11,462.40 increase in earnings.

Approximately 83% of the investments that the Town holds are in LOGIC. This entity allows local governments within Texas to “pool” their money together to earn increased returns over individual investment options. One advantage of the pooled system is same day access to funds should the need arise. The pool is maintained in accordance with the Public Funds Investment Act. The pool’s interest yield is regularly compared to Treasury Bills because of the similarities in security. Treasury Bills are sold by the US Government and are considered the most conservative investment option, often having the lowest interest yield. The Treasury bill return remains low, fueling low earnings in the pools.

The remainder of the Town’s investments are held in an interest bearing account with Wells Fargo. The interest rate offered through Wells Fargo is comparable to that of investment pools and allows the Town to use the balance to earn credits to offset banking fees. The investments are partially covered from bank default by FDIC insurance with the remainder fully collateralized with the collateral held by a third party.

If you have any questions regarding this report or need further information please contact me at 940-242-5706.



Quarterly Investment Report

April 2018 - June 2018

Investment	Account Number	Account Name	Account Code	Beginning Balance	Account Activity	Interest Earned			Ending Balance
						Apr-18	May-18	Jun-18	
Wells Fargo	65302966649	General Fund	100-11225-00-00	1,299,300.23		45.73	47.96	46.41	1,299,440.33
LOGIC	2414814014 & 4015	General Fund	100-11275-00-00	2,843,122.74		300.01	326.30	328.85	2,844,077.90
Wells Fargo	65302966649	Donations Fund	105-11225-00-00	6,686.09		0.27	0.28	0.27	6,686.91
LOGIC	2414814014 & 4015	Donations Fund	105-11275-00-00	2,787.36		238.21	259.08	261.10	3,545.75
Wells Fargo	65302966649	Hotel/Motel Fund	110-11225-00-00	278,498.60		11.28	11.83	11.45	278,533.16
LOGIC	2414814014 & 4015	Hotel/Motel Fund	110-11275-00-00	66,319.24		338.95	368.65	371.53	67,398.37
Wells Fargo	65302966649	Court Revenue Fund	120-11225-00-00	54,015.14		2.19	2.29	2.22	54,021.84
LOGIC	2414814014 & 4015	Court Revenue Fund	120-11275-00-00	11,961.01		252.75	274.90	277.05	12,765.71
LOGIC	2414814014 & 4015	Court Technology Fund	121-11275-00-00	1,867.42		236.99	257.75	259.76	2,621.92
Wells Fargo	65302966649	4A EDC	130-11225-00-00	36,118.05		1.46	1.53	1.48	36,122.52
LOGIC	2414814014 & 4015	4A EDC	130-11275-00-00	30,508.15		282.16	306.89	309.28	31,406.48
Wells Fargo	65302966649	4B CDC	131-11225-00-00	14,564.50		0.59	0.62	0.60	14,566.31
LOGIC	2414814014 & 4015	4B CDC	131-11275-00-00	30,512.92		282.17	306.89	309.29	31,411.27
Wells Fargo	65302966649	Belmont	140-11225-00-00	40,342.60		1.63	1.71	1.66	40,347.60
LOGIC	2414814014	Belmont	140-11275-00-00	5,950.25		243.23	264.55	266.61	6,724.64
Wells Fargo	65302966649	Police Asset Forfeiture Fund	150-11225-00-00	7,579.97		0.31	0.32	0.31	7,580.91
Wells Fargo	65302966649	Child Safety Fund	152-11225-00-00	52,265.61		2.12	2.22	2.15	52,272.10
LOGIC	2414814014 & 4015	Child Safety Fund	152-11275-00-00	6,571.63		244.21	265.60	267.68	7,349.12
LOGIC	2414814014 & 4015	Court Online Access Fees	153-11275-00-00	2,059.40		236.99	257.75	259.76	2,813.90
Wells Fargo	65302966649	Debt Service Fund	160-11225-00-00	29,420.17		1.19	1.25	1.21	29,423.82
LOGIC	2414814015	Debt Service	160-11275-00-00	51,450.87		236.99	257.75	259.76	52,205.37
Wells Fargo	65302966649	Water/Waste Water Fund	200-11225-00-00	2,086.38		0.08	0.09	0.09	2,086.64
LOGIC	2414814014 & 4015	Water/Waste Water Deposit Fund	200-11280-00-00	32,064.85		284.63	309.57	311.99	32,971.04
Wells Fargo	65302966649	Cost Recovery Fund	201-11225-00-00	129,369.16		5.24	5.49	5.32	129,385.21
LOGIC	2414814014 & 4015	Cost Recovery Fund	201-11285-00-00	16,466.46		259.91	282.68	284.89	17,293.94
Wells Fargo	6530266649	Water Impact Fees North Fund	202-11225-00-00	241.24		1.73	1.82	1.76	246.55
LOGIC	2414814014 & 4015	Water Impact Fees North	202-11275-00-00	2,022.56		236.99	257.75	259.76	2,777.06
Wells Fargo	6530266649	Water Capital Projects Fund	203-11225-00-00	236.96		1.73	1.82	1.76	242.27
LOGIC	752414814011	Waterline Project-CO Srs 2014A	203-11275-00-00	912,412.60		1,682.05	1,829.44	1,843.75	917,767.84
LOGIC	752414814013	Waterline Project-CO Srs 2014B	203-11276-00-00	399,125.00		633.22	688.73	694.12	401,141.07
Wells Fargo	6530266649	Water Impact Fees South Fund	204-11225-00-00	252.06		1.73	1.82	1.76	257.37
LOGIC	2414814014 & 4015	Water Impact Fees South	204-11275-00-00	2,017.64		236.99	257.75	259.76	2,772.14
Wells Fargo	65302966649	Capital Projects Fund	301-11225-00-00	16,768.87		0.68	0.71	0.69	16,770.95
LOGIC	2414814014 & 4015	Capital Projects Fund	301-11275-00-00	6,105,680.22		9,997.56	10,873.59	10,958.55	6,137,509.92
LOGIC	752414814012	Highlands PID #2 Developer Reim	402-11275-00-00	27,071.46		42.72	46.43	46.82	27,207.43
Wells Fargo	65302966649	Equipment Fund	505-11225-00-00	168,796.79		6.83	7.17	6.94	168,817.73
LOGIC	2414814014 & 4015	Equipment Fund	505-11275-00-00	6,142.69		237.74	258.57	260.59	6,899.59
Wells Fargo	6530266649	Building Services	506-11225-00-00	237.59		1.73	1.82	1.76	242.90
LOGIC	2414814014 & 4015	Building Services Fund	506-11275-00-00	2,017.64		236.99	257.75	259.76	2,772.14
				\$ 12,694,912.12	\$ -	\$ 16,827.98	\$ 18,299.12	\$ 18,438.50	\$ 12,748,477.72

Total Quarter Interest Earned \$ 53,565.60

AVERAGE YIELDS

LOGIC
Wells Fargo

WEIGHTED AVERAGE MATURITY

2.0215%
0.0500% 29 days

TREASURY YIELDS

30 Day T-Bill 1.6895%
90 Day T-Bill 1.8360%
1 Year T-Bill 2.2070%

Drew Corn, Town Administrator

Memo

To: Honorable Mayor and Town Council
From: Karen Bolyard, Finance Director
CC: Shirley Rogers, Town Secretary
Drew Corn, Town Administrator
Date: July 26, 2018
Re: Quarterly Budget Review –Third Quarter 2018

By the end of the third quarter General Fund revenues were tracking as anticipated and Development Services are anticipating the receipt of review fees for Stay Bridge Suites and Alliance Northport Building 1 during the final quarter of the year. General Fund expenditures are (9.40%) below expectations but Staff anticipates that expenditures will meet expectations during the final quarter.

Hotel Occupancy Tax revenues are 23.4% higher than anticipated due to increased occupancy at the Town's newest hotel, Homewood 2 Suites by Hilton.

At the end of the third quarter, NEDC and NCDC revenues slightly above expectations while expenditures are (5.20%) below budget expectations. Expenditures are anticipated to meet budget by year end as they will be expending monies for budgeted marketing activity during the last quarter of the year.

Expenditures for the Debt Service Fund were (86.90%) below expectations at the end of the third quarter and this is due to the debt payments being due during the final quarter of the fiscal year.

By the end of the third quarter water revenues were (6.9%) lower than anticipated while expenditures were (15.8%) below budget expectations. Staff anticipates to meet both revenue and expenditure expectations by year end as water sales are increasing during the dry summer months and system maintenance will increase due to overall system usage.

If you have any questions or comments, please contact me at 940.242.5706.



Town of Northlake
GENERAL FUND
 Quarter Ended June 30 2017
 (Unaudited)

Fund: 100	Original Budget	Forecasted Budget	Quarterly Activity	YTD Activity	Over(under) Forecasted Budget	% of Budget Realized	Prior Year Actual	Prior Year Quarter	Prior YTD Activity	Over(Under) Prior Year Actual	% of Actual Realized
BEGINNING FUND BALANCE:	1,878,278	1,878,278		1,878,278			1,510,410		1,510,410		
REVENUES:											
Court Fines	600,000	500,000	369,735	369,735	(130,265)	73.9%	592,248	460,469	460,469	(131,780)	77.7%
Sales/Beverage Tax	480,000	600,000	447,396	447,067	(152,933)	74.5%	623,492	497,104	497,104	(126,389)	79.7%
Ad Valorem Taxes	842,210	910,000	870,709	870,709	(39,291)	95.7%	744,911	725,183	725,183	(19,728)	97.4%
Permits and Registrations	21,450	19,550	16,517	16,517	(3,033)	84.5%	20,760	24,222	24,222	3,462	116.7%
Franchise Fees	311,000	311,000	245,942	245,942	(65,058)	79.1%	282,277	130,983	130,983	(151,294)	46.4%
Building Permits	969,500	903,725	683,749	683,749	(219,976)	75.7%	793,743	602,304	602,304	(191,439)	75.9%
Development	437,500	703,050	313,389	313,389	(389,661)	44.6%	527,041	486,322	486,322	(40,719)	92.3%
Transfers	230,881	230,881	155,291	155,291	(75,590)	67.3%	200,000	150,000	150,000	(50,000)	75.0%
Other Revenue:	156,260	156,260	118,495	118,495	(37,765)	75.8%	149,495	98,898	98,898	(50,597)	66.2%
TOTAL REVENUE:	4,048,801	4,334,466	3,221,224	3,220,895	(1,113,571)	74.3%	3,933,968	3,175,484	3,175,484	(758,483)	80.7%
EXPENDITURES:											
Payroll & Benefits	2,399,917	2,422,727	1,635,042	1,635,042	(787,685)	67.5%	1,873,267	1,417,398	1,417,398	(455,869)	75.7%
Supplies	156,108	152,548	92,773	92,773	(59,775)	60.8%	116,755	78,669	78,669	(38,086)	67.4%
Maintenance	288,378	293,678	220,676	220,676	(73,002)	75.1%	189,990	137,007	137,007	(52,982)	72.1%
Utilities	19,095	21,675	14,064	14,064	(7,611)	64.9%	17,546	13,413	13,413	(4,133)	76.4%
Services	908,991	855,286	492,831	492,831	(362,455)	57.6%	700,190	494,479	494,479	(205,711)	70.6%
Capital Outlay	33,225	21,400	9,542	9,542	-	44.6%	-	-	-	-	0.0%
Transfers	234,000	347,500	233,625	233,625	(113,875)	67.2%	668,352	201,264	201,264	(467,088)	30.1%
Lease Purchase Debt Service	-	-	-	-	-	0.0%	-	-	-	-	0.0%
TOTAL EXPENDITURES:	4,039,714	4,114,814	2,698,553	2,698,553	(1,404,403)	65.6%	3,566,099	2,342,230	2,342,230	(1,223,869)	65.7%
REV OVER/(UNDER) EXP	9,087	219,652	522,671	522,342			367,868	833,254	833,254		
ENDING FUND BALANCE	1,887,365	2,097,930		2,400,620			1,878,278		2,343,664		



Town of Northlake
HOTEL OCCUPANCY TAX
 Quarter Ended June 30 2017
 (Unaudited)

Fund: 110	Original Budget	Forecasted Budget	Quarterly Activity	YTD Activity	Over(under) Forecasted Budget	% of Budget Realized	Prior Year Actual	Prior Year Quarter	Prior YTD Activity	Over(Under) Prior Year Actual	% of Actual Realized
BEGINNING FUND BALANCE:	1,484,307	1,484,307		1,484,307			1,258,552		1,258,552		
REVENUES:											
Taxes / Fees & Fines	300,000	300,000	303,017	303,017	3,017	101.0%	267,965	173,023	173,023	(94,943)	64.6%
Permits and Registrations	-	-	-	-	-	0.0%	-	-	-	-	0.0%
Franchise Fees	-	-	-	-	-	0.0%	-	-	-	-	0.0%
Building Permits	-	-	-	-	-	0.0%	-	-	-	-	0.0%
Development	-	-	-	-	-	0.0%	-	-	-	-	0.0%
Transfers	-	-	-	-	-	0.0%	-	-	-	-	0.0%
Other Revenue:	10,805	10,805	2,724	2,724	(8,081)	25.2%	17,407	1,248	1,248	(16,159)	7.2%
TOTAL REVENUE:	310,805	310,805	305,742	305,742	(5,063)	98.4%	285,372	174,271	174,271	(111,101)	61.1%
EXPENDITURES:											
Payroll & Benefits	33,675	33,675	34,360	34,360	685	102.0%	34,336	28,035	28,035	(6,302)	81.6%
Supplies	-	-	49	49	49	0.0%	-	-	-	-	0.0%
Maintenance	-	-	77	77	77	0.0%	65	65	65	-	100.0%
Utilities	-	-	-	-	-	0.0%	-	-	-	-	0.0%
Services	55,600	55,600	16,453	16,453	(39,147)	29.6%	24,795	24,360	24,360	(434)	98.2%
Capital Outlay	-	-	-	-	-	0.0%	-	-	-	-	0.0%
Transfers	1,800	2,300	1,725	1,725	(575)	75.0%	1,739	-	-	(1,739)	0.0%
Lease Purchase Debt Service	-	-	-	-	-	0.0%	-	-	-	-	0.0%
TOTAL EXPENDITURES:	91,075	91,575	52,664	52,664	(38,911)	57.5%	60,935	52,460	52,460	(8,475)	86.1%
REV OVER/(UNDER) EXP	219,730	219,230	253,078	253,078			224,437	121,811	121,811		
ENDING FUND BALANCE	<u>1,704,037</u>	<u>1,703,537</u>		<u>1,737,386</u>			<u>1,482,988</u>		<u>1,380,362</u>		



Town of Northlake
SPECIAL REVENUE FUNDS
 Quarter Ended June 30 2017
 (Unaudited)

Fund: <<120,121,150,151,152,153>>	Original Budget	Forecasted Budget	Quarterly Activity	YTD Activity	Over(under) Forecasted Budget	% of Budget Realized	Prior Year Actual	Prior Year Quarter	Prior YTD Activity	Over(Under) Prior Year Actual	% of Actual Realized
BEGINNING FUND BALANCE:	250,722	250,722		250,722			250,910		250,910		
REVENUES:											
Court Technology	16,000	16,000	10,019	10,019	(5,981)	62.6%	15,094	12,269	12,269	(2,826)	81.3%
Court Security	12,000	12,000	7,518	7,518	(4,482)	62.6%	11,324	9,202	9,202	(2,122)	81.3%
Seatbelt Fees	3,000	3,000	2,055	2,055	(945)	68.5%	3,845	3,080	3,080	(765)	80.1%
Online Access Fees	18,000	18,000	8,758	8,758	(9,242)	48.7%	19,646	15,767	15,767	(3,878)	80.3%
Seized Monies & Goods	-	-	-	-	-	0.0%	(4,200)	(4,200)	(4,200)	-	100.0%
State Training	1,377	1,377	1,377	1,377	0	100.0%	-	-	-	-	0.0%
Child Safety	2,000	2,000	1,438	1,438	(562)	71.9%	2,100	2,100	2,100	-	100.0%
Transfers	-	-	-	-	-	0.0%	-	-	-	-	0.0%
Interest	305	305	7,581	7,581	7,276	2485.5%	3,675	2,104	2,104	(1,571)	57.2%
Other Revenue:	-	-	-	-	-	0.0%	1,852	1,852	1,852	-	100.0%
TOTAL REVENUE:	52,682	52,682	38,746	38,746	(13,936)	73.5%	53,335	42,174	42,174	(11,162)	79.1%
EXPENDITURES:											
Payroll & Benefits	-	-	-	-	-	0.0%	1,098	1,098	1,098	-	100.0%
Supplies	3,250	2,180	2,091	2,091	(90)	95.9%	2,812	2,812	2,812	-	100.0%
Maintenance	7,385	6,500	7,422	7,422	923	114.2%	5,825	5,825	5,825	-	100.0%
Utilities	3,000	-	-	-	-	0.0%	1,943	1,430	1,430	(513)	73.6%
Services	27,100	28,549	14,768	14,768	(13,781)	51.7%	32,188	27,572	27,572	(4,615)	85.7%
Capital Outlay	3,240	43,240	-	-	(43,240)	0.0%	9,657	9,657	9,657	-	100.0%
Transfers	-	-	-	-	-	0.0%	-	-	-	-	0.0%
Lease Purchase Debt Service	-	-	-	-	-	0.0%	-	-	-	-	0.0%
TOTAL EXPENSES:	43,975	80,469	24,281	24,281	(56,188)	30.2%	53,523	48,395	48,395	(5,128)	90.4%
REV OVER/(UNDER) EXP	8,707	(27,787)	14,466	14,466			(188)	(6,221)	(6,221)		
ENDING FUND BALANCE	259,429	222,935		265,188			250,722		244,689		



Town of Northlake

ECONOMIC DEVELOPMENT CORPORATION

Quarter Ended June 30 2017

(Unaudited)

Fund:	130										
	Original Budget	Forecasted Budget	Quarterly Activity	YTD Activity	Over(under) Forecasted Budget	% of Budget Realized	Prior Year Actual	Prior Year Quarter	Prior YTD Activity	Over(Under) Prior Year Actual	% of Actual Realized
BEGINNING FUND BALANCE:	612,391	612,391	612,391	612,391			595,579		595,579		
REVENUES:											
Taxes / Fees & Fines	240,000	300,000	223,534	223,534	(76,466)	74.5%	311,471	248,442	248,442	(63,029)	79.8%
Permits and Registrations	-	-	-	-	-	0.0%	-	-	-	-	0.0%
Franchise Fees	-	-	-	-	-	0.0%	-	-	-	-	0.0%
Building Permits	-	-	-	-	-	0.0%	-	-	-	-	0.0%
Development	-	-	-	-	-	0.0%	-	-	-	-	0.0%
Transfers	-	-	-	-	-	0.0%	-	-	-	-	0.0%
Other Revenue:	22,650	22,650	22,041	22,041	(609)	97.3%	23,048	22,505	22,505	(543)	97.6%
TOTAL REVENUE:	262,650	322,650	245,574	245,574	(77,076)	76.1%	334,519	270,948	270,948	(63,572)	81.0%
EXPENDITURES:											
Payroll & Benefits	33,025	33,025	24,832	24,832	(8,193)	75.2%	26,554	20,161	20,161	(6,394)	75.9%
Supplies	1,700	1,700	679	679	(1,021)	39.9%	465	311	311	(154)	67.0%
Maintenance	2,250	2,250	774	774	(1,476)	34.4%	1,765	1,765	1,765	-	100.0%
Utilities	-	-	-	-	-	0.0%	-	-	-	-	0.0%
Services	39,250	59,250	34,208	33,273	(25,977)	56.2%	28,484	23,847	23,847	(4,637)	83.7%
Development Incentives	125,500	270,500	195,004	195,004	(75,496)	72.1%	233,700	233,700	233,700	-	100.0%
Capital Outlay	-	-	-	-	-	0.0%	-	-	-	-	0.0%
Transfers	26,800	27,300	20,475	20,475	(6,825)	75.0%	26,739	20,054	20,054	(6,685)	75.0%
Lease Purchase Debt Service	-	-	-	-	-	0.0%	-	-	-	-	0.0%
TOTAL EXPENSES:	228,525	394,025	275,972	275,037	(118,988)	69.8%	317,707	299,838	299,838	(17,869)	94.4%
REV OVER/(UNDER) EXP	34,125	(71,375)	(30,398)	(29,463)			16,812	(28,891)	(28,891)		
ENDING FUND BALANCE	646,516	541,016		582,928			612,391		566,688		



Town of Northlake

COMMUNITY DEVELOPMENT CORPORATION

Quarter Ended June 30 2017

(Unaudited)

Fund: 131	Original Budget	Forecasted Budget	Quarterly Activity	YTD Activity	Over(under) Forecasted Budget	% of Budget Realized	Prior Year Actual	Prior Year Quarter	Prior YTD Activity	Over(Under) Prior Year Actual	% of Actual Realized
BEGINNING FUND BALANCE:	592,138	592,138		592,138			575,332		575,332		
REVENUES:											
Taxes / Fees & Fines	240,000	300,000	223,534	223,534	(76,466)	74.5%	311,471	248,442	248,442	(63,029)	79.8%
Permits and Registrations	-	-	-	-	-	0.0%	-	-	-	-	0.0%
Franchise Fees	-	-	-	-	-	0.0%	-	-	-	-	0.0%
Building Permits	-	-	-	-	-	0.0%	-	-	-	-	0.0%
Development	-	-	-	-	-	0.0%	-	-	-	-	0.0%
Transfers	-	-	-	-	-	0.0%	-	-	-	-	0.0%
Other Revenue:	22,650	22,650	22,033	22,033	(617)	97.3%	23,021	22,470	22,470	(551)	97.6%
TOTAL REVENUE:	262,650	322,650	245,567	245,567	(77,083)	76.1%	334,492	270,912	270,912	(63,580)	81.0%
EXPENDITURES:											
Payroll & Benefits	33,025	33,025	24,782	24,782	(8,243)	75.0%	26,554	20,160	20,160	(6,394)	75.9%
Supplies	1,700	1,700	679	679	(1,021)	39.9%	488	311	311	(177)	63.8%
Maintenance	2,250	2,250	774	774	(1,476)	34.4%	1,765	1,765	1,765	-	100.0%
Utilities	-	-	-	-	-	0.0%	-	-	-	-	0.0%
Services	39,250	59,250	35,487	34,553	(24,697)	58.3%	28,439	23,802	23,802	(4,637)	83.7%
Development Incentives	125,500	270,500	195,004	195,004	(75,496)	72.1%	233,700	233,700	233,700	-	100.0%
Capital Outlay	-	-	-	-	-	0.0%	-	-	-	-	0.0%
Transfers	26,800	27,300	20,475	20,475	(6,825)	75.0%	26,739	20,054	20,054	(6,685)	75.0%
Lease Purchase Debt Service	-	-	-	-	-	0.0%	-	-	-	-	0.0%
TOTAL EXPENSES:	228,525	394,025	277,201	276,267	(117,758)	70.1%	317,685	299,793	299,793	(17,892)	94.4%
REV OVER/(UNDER) EXP	34,125	(71,375)	(31,634)	(30,700)			16,807	(28,881)	(28,881)		
ENDING FUND BALANCE	626,263	520,763		561,438			592,138		546,451		



Town of Northlake

DEBT SERVICE

Quarter Ended June 30 2017

(Unaudited)

Fund: 160	Original Budget	Forecasted Budget	Quarterly Activity	YTD Activity	Over(under) Forecasted Budget	% of Budget Realized	Prior Year Actual	Prior Year Quarter	Prior YTD Activity	Over(Under) Prior Year Actual	% of Actual Realized
BEGINNING FUND BALANCE:	126,530	126,530		126,530			249,740		249,740		
REVENUES:											
Taxes / Fees & Fines	556,937	645,000	640,159	640,159	(4,841)	99.2%	408,634	407,857	407,857	(778)	99.8%
Permits and Registrations	-	-	-	-	-	0.0%	-	-	-	-	0.0%
Franchise Fees	-	-	-	-	-	0.0%	-	-	-	-	0.0%
Building Permits	-	-	-	-	-	0.0%	-	-	-	-	0.0%
Development	-	-	-	-	-	0.0%	-	-	-	-	0.0%
Transfers	-	50,000	37,500	37,500	(12,500)	75.0%	50,000	-	-	(50,000)	0.0%
Bond Proceeds	-	-	-	-	-	0.0%	8,380,000	-	-	(8,380,000)	0.0%
Other Revenue:	500	500	1,851	1,851	1,351	370.2%	216,558	564	564	(215,995)	0.3%
TOTAL REVENUE:	557,437	695,500	679,510	679,510	(15,990)	97.7%	9,055,192	408,420	408,420	(8,646,772)	4.5%
EXPENDITURES:											
Payroll & Benefits	-	-	-	-	-	0.0%	-	-	-	-	0.0%
Supplies	-	-	-	-	-	0.0%	-	-	-	-	0.0%
Maintenance	-	-	-	-	-	0.0%	-	-	-	-	0.0%
Utilities	-	-	-	-	-	0.0%	-	-	-	-	0.0%
Services	2,241	2,241	2,988	2,988	747	133.3%	-	-	-	-	0.0%
Capital Outlay	-	-	-	-	-	0.0%	-	-	-	-	0.0%
Transfers	-	-	-	-	-	0.0%	6,990,000	-	-	(6,990,000)	0.0%
Lease Purchase Debt Service	554,696	554,696	69,859	69,859	(484,837)	12.6%	2,188,403	73,437	73,437	(2,114,966)	3.4%
TOTAL EXPENSES:	556,937	556,937	72,846	72,846	(484,091)	13.1%	9,178,403	73,437	73,437	(9,104,966)	0.8%
REV OVER/(UNDER) EXP	500	138,563	606,663	606,663			(123,210)	334,983	334,983		
ENDING FUND BALANCE	127,030	265,093		733,194			126,530		584,724		



Town of Northlake
WATER & SEWER FUND
 Quarter Ended June 30 2017
 (Unaudited)

Fund: <<200>>	Original Budget	Forecasted Budget	Quarterly Activity	YTD Activity	Over(under) Forecasted Budget	% of Budget Realized	Prior Year Actual	Prior Year Quarter	Prior YTD Activity	Over(Under) Prior Year Actual	% of Actual Realized
BEGINNING FUND BALANCE:	2,840,035	2,840,035		2,840,035			2,653,339		2,653,339		
REVENUES:											
Water Sales	2,000,000	2,000,000	1,342,183	1,342,183	(657,817)	67.1%	1,564,207	1,005,303	1,005,303	(558,904)	64.3%
Water Fees	250,250	250,250	188,030	188,030	(62,220)	75.1%	203,250	163,800	163,800	(39,450)	80.6%
Sewer Sales	1,200,000	1,200,000	783,844	783,844	(416,156)	65.3%	917,177	646,917	646,917	(270,260)	70.5%
Sewer Fees	20,000	20,000	19,100	19,100	(900)	95.5%	21,100	13,400	13,400	(7,700)	63.5%
Sewer Impact Fees	-	-	-	-	-	0.0%	-	-	-	-	0.0%
Water Impact Fees	-	-	-	-	-	0.0%	-	-	-	-	0.0%
Transfers	-	-	-	-	-	0.0%	-	-	-	-	0.0%
FWSD Reimbursement	-	-	-	-	-	0.0%	-	-	-	-	0.0%
Other Revenue:	10,650	88,050	89,112	89,112	1,062	101.2%	86,946	68,387	68,387	(18,559)	78.7%
TOTAL REVENUE:	3,480,900	3,558,300	2,422,269	2,422,269	(1,136,031)	68.1%	2,792,680	1,897,807	1,897,807	(894,873)	68.0%
EXPENSES:											
Payroll & Benefits	444,528	456,478	278,124	278,124	(178,354)	60.9%	331,210	228,985	228,985	(102,225)	69.1%
Supplies	105,795	65,795	23,217	23,217	(42,578)	35.3%	38,546	26,101	26,101	(12,445)	67.7%
Maintenance	136,300	111,300	69,132	69,132	(42,168)	62.1%	107,506	73,105	73,105	(34,401)	68.0%
Wholesale Water	1,000,000	1,200,000	656,908	656,908	(543,092)	54.7%	881,097	489,324	489,324	(391,773)	55.5%
Sewer Treatment	1,000,000	800,000	439,255	439,255	(360,745)	54.9%	732,937	586,237	586,237	(146,700)	80.0%
Utilities	46,620	46,620	21,096	21,096	(25,524)	45.3%	35,001	25,145	25,145	(9,857)	71.8%
Services	92,235	101,735	70,838	70,838	(30,897)	69.6%	182,426	82,311	82,311	(100,115)	45.1%
Capital Outlay	210,000	184,000	119,875	119,875	(64,125)	65.1%	-	154,467	154,467	154,467	0.0%
Transfers	299,100	254,100	228,075	228,075	(26,025)	89.8%	297,262	222,947	222,947	(74,316)	75.0%
Lease Purchase Debt Service	-	-	-	-	-	0.0%	-	-	-	-	0.0%
TOTAL EXPENSES:	3,334,578	3,220,028	1,906,519	1,906,519	(1,313,509)	59.2%	2,605,985	1,888,621	1,888,621	(717,364)	72.5%
REV OVER/(UNDER) EXP	146,322	338,272	515,750	515,750			186,695	9,186	9,186		
ENDING FUND BALANCE	2,986,357	3,178,307		3,355,784			2,840,035		2,662,525		
Less: Net Capital Assets	(2,609,785)	(2,609,785)		(2,609,785)			(2,609,785)		(2,477,506)		
Less: Customer Deposits	(424,497)	(424,497)		(424,497)			(306,985)		(267,535)		
Less: Upper Trinity Deposit	-	-		-			-		-		
Changes to Fund Balance	-	-		-			-		-		
UNRESTRICTED FUND BALANCE	(47,925)	144,025		321,503			(76,735)		(82,516)		



Town of Northlake

CAPITAL PROJECTS

Quarter Ended June 30 2017

(Unaudited)

Fund:	301	Original Budget	Forecasted Budget	Quarterly Activity	YTD Activity	Over(under) Forecasted Budget	% of Budget Realized	Prior Year Actual	Prior Year Quarter	Prior YTD Activity	Over(Under) Prior Year Actual	% of Actual Realized
BEGINNING FUND BALANCE:		5,959,853	5,959,853		5,959,853			11,071		11,071		
REVENUES:												
Transfer from General Fund		-	-	-	-	-	0.0%	-	-	-	-	0.0%
Transfer from Debt Service		-	-	-	-	-	0.0%	6,685,000	-	-	(6,685,000)	0.0%
Transfer from Utility Fund		-	-	-	-	-	0.0%	-	-	-	-	0.0%
Bond Proceeds		-	-	-	-	-	0.0%	-	6,738,006	6,738,006	6,738,006	0.0%
Other Revenue:		-	-	78,612	78,612	78,612	0.0%	1,235,504	1,219,196	1,219,196	(16,308)	98.7%
TOTAL REVENUE:		-	-	78,612	78,612	78,612	0.0%	7,920,504	7,957,202	7,957,202	36,698	100.5%
EXPENDITURES:												
Payroll & Benefits		-	-	-	-	-	0.0%	-	-	-	-	0.0%
Supplies		-	-	-	-	-	0.0%	-	-	-	-	0.0%
Maintenance		-	-	-	-	-	0.0%	-	-	-	-	0.0%
Utilities		-	-	-	-	-	0.0%	-	-	-	-	0.0%
Services		-	-	112,427	112,427	112,427	0.0%	353,795	188,233	188,233	(165,562)	53.2%
Capital Outlay		5,200,000	450,000	731,883	731,883	281,883	162.6%	1,617,927	1,300,000	1,300,000	(317,927)	80.3%
Transfers		-	-	-	-	-	0.0%	-	-	-	-	0.0%
Lease Purchase Debt Service		-	-	-	-	-	0.0%	-	-	-	-	0.0%
TOTAL EXPENSES:		5,200,000	450,000	844,310	844,310	394,310	187.6%	1,971,722	1,488,233	1,488,233	(483,489)	75.5%
REV OVER/(UNDER) EXP		(5,200,000)	(450,000)	(765,698)	(765,698)			5,948,782	6,468,969	6,468,969		
ENDING FUND BALANCE		<u>759,853</u>	<u>5,509,853</u>		<u>5,194,155</u>			<u>5,959,853</u>		<u>6,480,040</u>		



Town of Northlake
Technology Services Fund
 Quarter Ended June 30, 2017
 (Unaudited)

Fund: 504	Original Budget	Forecasted Budget	Quarterly Activity	YTD Activity	Over(under) Forecasted Budget	% of Budget Realized	Prior Year Actual	Prior Year Quarter	Prior YTD Activity	Over(Under) Prior Year Actual	% of Actual Realized
BEGINNING FUND BALANCE:	-	-		-			-		-		
REVENUES:											
Mayor & Council	500	6,500	4,875	4,875	(1,625)	75.0%	-	-	-	-	0.0%
Administration-GF	9,000	12,000	9,000	9,000	(3,000)	75.0%	100,000	-	-	(100,000)	0.0%
Town Secretary	4,000	5,000	3,750	3,750	(1,250)	75.0%	-	-	-	-	0.0%
Municipal Courts	12,000	16,000	12,000	12,000	(4,000)	75.0%	-	-	-	-	0.0%
Development	5,000	6,500	4,875	4,875	(1,625)	75.0%	-	-	-	-	0.0%
Police	36,000	47,000	35,250	35,250	(11,750)	75.0%	-	-	-	-	0.0%
Public Works	10,000	13,000	9,750	9,750	(3,250)	75.0%	-	-	-	-	0.0%
Administration-HOT	1,000	1,500	1,125	1,125	(375)	75.0%	-	-	-	-	0.0%
Administration-EDC	1,000	1,500	1,125	1,125	(375)	75.0%	-	-	-	-	0.0%
Administration-CDC	1,000	1,500	1,125	1,125	(375)	75.0%	-	-	-	-	0.0%
Administration-WS Fund	3,000	4,000	3,000	3,000	(1,000)	75.0%	-	-	-	-	0.0%
Utility Department	11,000	15,000	11,250	11,250	(3,750)	75.0%	-	-	-	-	0.0%
Maintenance Reserve	-	-	-	-	-	0.0%	-	-	-	-	0.0%
Insurance Proceeds	-	-	-	-	-	0.0%	-	-	-	-	0.0%
Interest Revenue	-	-	-	-	-	0.0%	-	-	-	-	0.0%
TOTAL REVENUE:	93,500	129,500	97,125	97,125	(32,375)	75.0%	100,000	-	-	(100,000)	0.0%
EXPENSES:											
Payroll & Benefits	-	-	-	-	-	0.0%	-	-	-	-	0.0%
Supplies	-	-	-	-	-	0.0%	-	-	-	-	0.0%
Maintenance	1,450	1,450	4,743	4,743	3,293	327.1%	428	-	-	(428)	0.0%
Utilities	16,000	15,500	8,553	8,553	(6,947)	55.2%	-	-	-	-	0.0%
Services	100,000	100,000	78,332	78,332	(21,668)	78.3%	9,853	-	-	(9,853)	0.0%
Capital Outlay	66,250	66,250	23,167	23,167	(43,083)	35.0%	-	-	-	-	0.0%
Transfers	-	-	-	-	-	0.0%	-	-	-	-	0.0%
Lease Purchase Debt Service	-	-	-	-	-	0.0%	-	-	-	-	0.0%
TOTAL EXPENSES:	183,700	183,200	114,794	114,794	(68,406)	62.7%	10,281	-	-	(10,281)	0.0%
REV OVER/(UNDER) EXP	(90,200)	(53,700)	(17,669)	(17,669)			89,719	-	-		
ENDING FUND BALANCE	(90,200)	(53,700)		(17,669)			89,719		-		
Less: Net Capital Assets	-	-		-			-		-		
Changes to Fund Balance	-	-		-			-		-		
UNRESTRICTED FUND BALANCE	(90,200)	(53,700)		(17,669)			89,719		-		



Town of Northlake
EQUIPMENT FUND
 Quarter Ended June 30, 2017
 (Unaudited)

Fund: 505	Original Budget	Forecasted Budget	Quarterly Activity	YTD Activity	Over(under) Forecasted Budget	% of Budget Realized	Prior Year Actual	Prior Year Quarter	Prior YTD Activity	Over(Under) Prior Year Actual	% of Actual Realized
BEGINNING FUND BALANCE:	778,413	778,413		778,413			370,929		370,929		
REVENUES:											
Equipment Service Revenue-PD	110,000	110,000	82,500	82,500	(27,500)	75.0%	110,000	82,500	82,500	(27,500)	75.0%
Equipment Service Revenue-PW	25,000	25,000	18,750	18,750	(6,250)	75.0%	25,000	18,750	18,750	(6,250)	75.0%
Equipment Service Revenue-Utilities	75,000	75,000	56,250	56,250	(18,750)	75.0%	125,000	93,750	93,750	(31,250)	75.0%
Equip. Service Revenue-Dev	12,000	12,000	9,000	9,000	(3,000)	75.0%	-	-	-	-	0.0%
Sale of Equipment Proceeds	11,000	11,000	2,683	2,683	(8,317)	24.4%	-	-	-	-	0.0%
Transfer from Donation Fund	-	-	-	-	-	0.0%	-	-	-	-	0.0%
Transfer from Debt Fund	-	-	-	-	-	0.0%	305,000	-	-	(305,000)	0.0%
Transfers from GF	-	-	-	-	-	0.0%	-	-	-	-	0.0%
Transfer from UF	-	-	-	-	-	0.0%	-	-	-	-	0.0%
Bond Proceeds	-	-	-	-	-	0.0%	-	301,360	301,360	301,360	0.0%
Insurance Proceeds	-	-	32,878	32,878	32,878	0.0%	49,677	41,884	41,884	(7,793)	84.3%
Other Revenue	500	500	1,905	1,905	1,405	381.1%	9,067	1,335	1,335	(7,733)	14.7%
TOTAL REVENUE:	233,500	233,500	203,966	203,966	(29,534)	87.4%	623,745	539,578	539,578	(84,166)	86.5%
EXPENSES:											
Payroll & Benefits	-	-	-	-	-	0.0%	-	-	-	-	0.0%
Supplies	-	-	-	-	-	0.0%	-	-	-	-	0.0%
Maintenance	2,000	2,000	35,831	35,831	33,831	1791.5%	44,818	16,843	16,843	(27,974)	37.6%
Utilities	-	-	-	-	-	0.0%	-	-	-	-	0.0%
Services	-	-	-	-	-	0.0%	171,443	-	-	(171,443)	0.0%
Capital Outlay	223,000	223,000	208,434	208,434	(14,566)	93.5%	-	508,941	508,941	508,941	0.0%
Transfers	-	-	-	-	-	0.0%	-	-	-	-	0.0%
Lease Purchase Debt Service	5,000	5,000	-	-	(5,000)	0.0%	-	-	-	-	0.0%
TOTAL EXPENSES:	230,000	230,000	244,265	244,265	14,265	106.2%	216,260	525,784	525,784	309,524	243.1%
REV OVER/(UNDER) EXP	3,500	3,500	(40,299)	(40,299)			407,484	13,794	13,794		
ENDING FUND BALANCE	781,913	781,913		738,114			778,413		384,723		
Less: Net Capital Assets	(667,552)	(667,552)		(667,552)			(667,552)		(322,581)		
Changes to Fund Balance	-	-		-			-		-		
UNRESTRICTED FUND BALANCE	114,361	114,361		70,562			110,861		62,143		



Town of Northlake
BUILDING SERVICES FUND
 Quarter Ended June 30, 2018
 (Unaudited)

Fund: 506	Original Budget	Forecasted Budget	Quarterly Activity	YTD Activity	Over(under) Forecasted Budget	% of Budget Realized	Prior Year Actual	Prior Year Quarter	Prior YTD Activity	Over(Under) Prior Year Actual	% of Actual Realized
BEGINNING FUND BALANCE:	589,702	589,702		589,702			264,839		264,839		
REVENUES:											
Mayor & Council	400	400	300	300	(100)	75.0%	825	619	619	(206)	75.0%
Administration-GF	7,000	7,000	5,250	5,250	(1,750)	75.0%	266,000	12,000	12,000	(254,000)	4.5%
Town Secretary	3,100	3,100	2,325	2,325	(775)	75.0%	6,958	5,219	5,219	(1,740)	75.0%
Municipal Courts	9,200	9,200	6,900	6,900	(2,300)	75.0%	20,870	15,653	15,653	(5,218)	75.0%
Development	3,800	3,800	2,850	2,850	(950)	75.0%	8,696	6,522	6,522	(2,174)	75.0%
Police	27,400	27,400	20,550	20,550	(6,850)	75.0%	62,611	46,958	46,958	(15,653)	75.0%
Public Works	7,600	7,600	5,700	5,700	(1,900)	75.0%	17,392	13,044	13,044	(4,348)	75.0%
Administration-HOT	800	800	600	600	(200)	75.0%	1,739	1,304	1,304	(435)	75.0%
Administration-EDC	800	800	600	600	(200)	75.0%	1,739	1,304	1,304	(435)	75.0%
Administration-CDC	800	800	600	600	(200)	75.0%	1,739	1,304	1,304	(435)	75.0%
Administration-WS Fund	2,200	2,200	1,650	1,650	(550)	75.0%	4,870	3,653	3,653	(1,218)	75.0%
Utility Department	7,900	7,900	5,925	5,925	(1,975)	75.0%	17,392	13,044	13,044	(4,348)	75.0%
Maintenance Reserve	-	-	-	-	-	0.0%	-	-	-	-	0.0%
Insurance Proceeds	-	-	3,025	3,025	3,025	0.0%	43,812	43,812	43,812	-	100.0%
Interest Revenue	-	-	1,856	1,856	1,856	0.0%	1,159	515	515	(645)	44.4%
TOTAL REVENUE:	71,000	71,000	58,130	58,130	(12,870)	81.9%	455,803	164,951	164,951	(290,852)	36.2%
EXPENSES:											
Payroll & Benefits	-	-	-	-	-	0.0%	-	-	-	-	0.0%
Supplies	24,760	24,760	20,458	20,458	(4,302)	82.6%	23,989	18,508	18,508	(5,480)	77.2%
Maintenance	8,000	8,000	12,909	12,909	4,909	161.4%	5,562	4,148	4,148	(1,414)	74.6%
Utilities	30,500	15,000	9,145	9,145	(5,855)	61.0%	24,473	18,108	18,108	(6,365)	74.0%
Services	7,200	(800)	11,136	11,136	11,936	-1392.1%	76,916	60,940	60,940	(15,976)	79.2%
Capital Outlay	475,000	555,330	87,809	87,809	(467,521)	15.8%	-	-	-	-	0.0%
Transfers	-	-	-	-	-	0.0%	-	-	-	-	0.0%
Lease Purchase Debt Service	-	-	-	-	-	0.0%	-	-	-	-	0.0%
TOTAL EXPENSES:	545,460	602,290	141,458	141,458	(460,832)	23.5%	130,939	101,705	101,705	(29,235)	77.7%
REV OVER/(UNDER) EXP	(474,460)	(531,290)	(83,328)	(83,328)			324,863	63,246	63,246		
ENDING FUND BALANCE	115,242	58,412		506,375			589,702		328,085		
Less: Net Capital Assets	(24,071)	(24,071)		(24,071)			(24,071)		(27,190)		
Changes to Fund Balance	-	-		-			-		-		
UNRESTRICTED FUND BALANCE	91,171	34,341		482,304			565,631		300,895		



Town of Northlake
DEPARTMENT REPORT
 Quarter Ended June 30 2017
 (Unaudited)

	Original Budget	Forecasted Budget	Quarterly Activity	YTD Activity	Over(under) Forecasted Budget	% of Budget Realized	Prior Year Actual	Prior Year Quarter	Prior YTD Activity	Over(Under) Prior Year Actual	% of Actual Realized
COUNCIL											
EXPENDITURES:											
Payroll & Benefits	2,600	2,600	1,801	1,801	(799)	69.3%	1,997	1,997	1,997	-	100.0%
Supplies	1,100	2,040	1,826	1,826	(214)	89.5%	625	411	411	(214)	65.7%
Maintenance	-	-	-	-	-	0.0%	65	65	65	-	100.0%
Utilities	750	750	632	632	(118)	84.2%	629	481	481	(148)	76.5%
Services	15,500	16,900	23,048	23,048	6,148	136.4%	13,465	6,184	6,184	(7,281)	45.9%
Capital Outlay	-	-	-	-	-	0.0%	-	-	-	-	0.0%
Transfers	400	6,900	-	-	(6,900)	0.0%	-	619	-	-	0.0%
Lease Purchase Debt Service	-	-	-	-	-	0.0%	-	-	-	-	0.0%
TOTAL EXPENSES:	20,350	29,190	27,306	27,306	(1,884)	93.5%	16,781	9,756	9,137	(7,644)	54.5%
ADMINISTRATION											
EXPENDITURES:											
Payroll & Benefits	342,540	342,540	244,532	244,532	(98,008)	71.4%	321,999	242,586	242,586	(79,413)	75.3%
Supplies	15,725	7,925	4,052	4,052	(3,873)	51.1%	14,336	12,633	12,633	(1,704)	88.1%
Maintenance	650	8,450	7,703	7,703	(748)	91.2%	4,933	146	146	(4,787)	3.0%
Utilities	1,200	1,200	1,044	1,044	(156)	87.0%	1,529	1,153	1,153	(376)	75.4%
Services	237,325	203,325	126,826	117,826	(85,499)	57.9%	180,012	141,117	141,117	(38,894)	78.4%
Capital Outlay	-	-	-	-	-	0.0%	-	-	-	-	0.0%
Transfers	7,000	19,000	5,250	14,250	(4,750)	75.0%	66,000	12,000	12,000	(54,000)	18.2%
Lease Purchase Debt Service	-	-	-	-	-	0.0%	-	-	-	-	0.0%
TOTAL EXPENSES:	604,440	582,440	389,406	389,406	(193,034)	66.9%	588,808	409,635	409,635	(179,174)	69.6%
TOWN SECRETARY											
EXPENDITURES:											
Payroll & Benefits	97,315	97,315	72,746	72,746	(24,569)	74.8%	92,896	71,050	71,050	(21,846)	76.5%
Supplies	3,610	3,610	1,890	1,890	(1,720)	52.4%	2,369	1,873	1,873	(496)	79.1%
Maintenance	500	500	-	-	(500)	0.0%	146	146	146	-	100.0%
Utilities	-	-	-	-	-	0.0%	-	-	-	-	0.0%
Services	20,650	20,150	14,403	10,653	(9,497)	52.9%	24,298	14,373	14,373	(9,925)	59.2%
Capital Outlay	-	-	-	-	-	0.0%	-	-	-	-	0.0%
Transfers	3,100	8,100	2,325	6,075	(2,025)	75.0%	-	5,219	5,219	5,219	0.0%
Lease Purchase Debt Service	-	-	-	-	-	0.0%	-	-	-	-	0.0%
TOTAL EXPENSES:	125,175	129,675	91,364	91,364	(38,311)	70.5%	119,709	92,661	92,661	(27,048)	77.4%



Town of Northlake
DEPARTMENT REPORT
 Quarter Ended June 30 2017
 (Unaudited)

	Original Budget	Forecasted Budget	Quarterly Activity	YTD Activity	Over(under) Forecasted Budget	% of Budget Realized	Prior Year Actual	Prior Year Quarter	Prior YTD Activity	Over(Under) Prior Year Actual	% of Actual Realized
MUNICIPAL COURT											
EXPENDITURES:											
Payroll & Benefits	211,065	207,265	149,435	149,435	(57,830)	72.1%	197,385	152,752	152,752	(44,633)	77.4%
Supplies	6,040	6,040	2,494	2,494	(3,546)	41.3%	3,794	2,477	2,477	(1,317)	65.3%
Maintenance	-	-	-	-	-	0.0%	2,537	228	228	(2,310)	9.0%
Utilities	-	-	-	-	-	0.0%	-	-	-	-	0.0%
Services	66,500	34,000	33,139	21,139	(12,861)	62.2%	32,257	23,051	23,051	(9,206)	71.5%
Capital Outlay	-	-	-	-	-	0.0%	-	-	-	-	0.0%
Transfers	9,200	25,200	6,900	18,900	(6,300)	75.0%	20,870	15,653	15,653	(5,218)	75.0%
Lease Purchase Debt Service	-	-	-	-	-	0.0%	-	-	-	-	0.0%
TOTAL EXPENSES:	292,805	272,505	191,968	191,968	(80,537)	70.4%	256,844	194,160	194,160	(62,684)	75.6%
DEVELOPMENT SERVICES											
EXPENDITURES:											
Payroll & Benefits	135,518	154,428	89,469	89,469	(64,959)	57.9%	75,249	56,776	56,776	(18,473)	75.5%
Supplies	4,700	5,000	2,282	2,282	(2,718)	45.6%	1,738	1,238	1,238	(500)	71.3%
Maintenance	150	400	400	400	(1)	99.9%	546	546	546	-	100.0%
Utilities	600	1,200	873	873	(327)	72.7%	579	431	431	(148)	74.5%
Services	387,450	371,525	223,170	218,295	(153,230)	58.8%	308,282	195,022	195,022	(113,260)	63.3%
Capital Outlay	-	-	-	-	-	0.0%	-	-	-	-	0.0%
Transfers	3,800	22,300	11,850	16,725	(5,575)	75.0%	8,696	6,522	6,522	(2,174)	75.0%
Lease Purchase Debt Service	-	-	-	-	-	0.0%	-	-	-	-	0.0%
TOTAL EXPENSES:	532,218	554,853	328,044	328,044	(226,809)	59.1%	395,090	260,535	260,535	(134,555)	65.9%
POLICE											
EXPENDITURES:											
Payroll & Benefits	1,209,154	1,216,854	850,444	850,444	(366,410)	69.9%	939,339	712,288	712,288	(227,050)	75.8%
Supplies	87,328	88,828	52,263	52,263	(36,565)	58.8%	66,044	42,491	42,491	(23,553)	64.3%
Maintenance	41,228	49,578	45,479	45,479	(4,099)	91.7%	25,640	17,935	17,935	(7,704)	70.0%
Utilities	7,500	7,500	6,713	6,713	(787)	89.5%	5,247	4,251	4,251	(996)	81.0%
Services	59,360	56,680	50,966	15,716	(40,964)	27.7%	56,079	50,045	50,045	(6,034)	89.2%
Capital Outlay	27,225	19,810	7,952	7,952	(11,858)	40.1%	-	-	-	-	0.0%
Transfers	137,400	220,400	103,050	138,300	(82,100)	62.7%	172,611	129,458	129,458	(43,153)	75.0%
Lease Purchase Debt Service	-	-	-	-	-	0.0%	-	-	-	-	0.0%
TOTAL EXPENSES:	1,569,195	1,659,650	1,116,867	1,116,867	(542,783)	67.3%	1,264,959	956,468	956,468	(308,491)	75.6%



Town of Northlake
DEPARTMENT REPORT
 Quarter Ended June 30 2017
 (Unaudited)

	Original Budget	Forecasted Budget	Quarterly Activity	YTD Activity	Over(under) Forecasted Budget	% of Budget Realized	Prior Year Actual	Prior Year Quarter	Prior YTD Activity	Over(Under) Prior Year Actual	% of Actual Realized
PUBLIC WORKS - GENERAL FUND											
EXPENDITURES:											
Payroll & Benefits	386,725	386,725	223,663	223,663	(163,062)	57.8%	243,269	178,861	178,861	(64,408)	73.5%
Supplies	37,605	39,105	27,504	27,504	(11,601)	70.3%	27,809	17,547	17,547	(10,262)	63.1%
Maintenance	245,850	234,750	167,096	167,096	(67,654)	71.2%	150,524	112,358	112,358	(38,166)	74.6%
Utilities	9,045	11,025	4,803	4,803	(6,222)	43.6%	9,563	7,097	7,097	(2,465)	74.2%
Services	38,000	28,000	25,906	16,156	(11,844)	57.7%	34,933	22,032	22,032	(12,901)	63.1%
Capital Outlay	6,000	1,590	1,590	1,590	(0)	100.0%	-	-	-	-	0.0%
Transfers	32,600	45,600	24,450	34,200	(11,400)	75.0%	42,392	31,794	31,794	(10,598)	75.0%
Lease Purchase Debt Service	-	-	-	-	-	0.0%	-	-	-	-	0.0%
TOTAL EXPENSES:	755,825	746,795	475,011	475,011	(271,784)	63.6%	508,489	369,689	369,689	(138,800)	72.7%
GENERAL FUND - NON DEPARTMENTAL											
EXPENDITURES:											
Payroll & Benefits	15,000	15,000	2,952	2,952	(12,048)	19.7%	1,133	1,088	1,088	(45)	96.0%
Supplies	-	-	462	462	462	0.0%	41	-	-	(41)	0.0%
Maintenance	-	-	-	-	-	0.0%	5,598	5,583	5,583	(15)	99.7%
Utilities	-	-	-	-	-	0.0%	-	-	-	-	0.0%
Services	124,706	124,706	75,173	75,173	(49,533)	60.3%	58,648	43,274	43,274	(15,373)	73.8%
Capital Outlay	-	-	-	-	-	0.0%	-	-	-	-	0.0%
Transfers	-	-	-	-	-	0.0%	350,000	-	-	(350,000)	0.0%
Lease Purchase Debt Service	-	-	-	-	-	0.0%	-	-	-	-	0.0%
TOTAL EXPENSES:	139,706	139,706	78,587	78,587	(61,119)	56.3%	415,420	49,945	49,945	(365,474)	12.0%
ADMINISTRATION - UTILITY FUND											
EXPENSES:											
Payroll & Benefits	129,467	133,467	66,375	66,375	(67,092)	49.7%	111,994	74,220	74,220	(37,774)	66.3%
Supplies	8,700	24,200	1,721	1,721	(22,479)	7.1%	5,795	5,517	5,517	(277)	95.2%
Maintenance	100	4,600	4,186	4,186	(414)	91.0%	1,322	81	81	(1,241)	6.2%
Utilities	-	-	-	-	-	0.0%	-	-	-	-	0.0%
Services	25,350	29,850	24,976	24,976	(4,874)	83.7%	114,912	26,763	26,763	(88,149)	23.3%
Capital Outlay	-	-	6,801	6,801	6,801	0.0%	-	-	-	-	0.0%
Transfers	155,200	156,200	154,650	154,650	(1,550)	99.0%	154,870	116,153	116,153	(38,718)	75.0%
Lease Purchase Debt Service	-	-	-	-	-	0.0%	-	-	-	-	0.0%
TOTAL EXPENSES:	318,817	348,317	258,709	258,709	(89,608)	74.3%	388,893	222,734	222,734	(166,158)	57.3%



Town of Northlake
DEPARTMENT REPORT
 Quarter Ended June 30 2017
 (Unaudited)

	Original Budget	Forecasted Budget	Quarterly Activity	YTD Activity	Over(under) Forecasted Budget	% of Budget Realized	Prior Year Actual	Prior Year Quarter	Prior YTD Activity	Over(Under) Prior Year Actual	% of Actual Realized
PUBLIC WORKS - UTILITY FUND											
EXPENSES:											
Payroll & Benefits	315,061	323,011	211,750	211,750	(111,261)	65.6%	219,216	154,765	154,765	(64,451)	70.6%
Supplies	97,095	41,595	21,496	21,496	(20,099)	51.7%	32,751	20,583	20,583	(12,168)	62.8%
Maintenance	136,200	106,700	64,946	64,946	(41,754)	60.9%	106,183	73,024	73,024	(33,160)	68.8%
Utilities	2,046,620	2,046,620	1,117,259	1,117,259	(929,361)	54.6%	1,649,035	1,100,706	1,100,706	(548,330)	66.7%
Services	41,800	46,800	30,189	30,189	(16,611)	64.5%	38,649	35,391	47,901	9,252	123.9%
Capital Outlay	210,000	184,000	113,074	113,074	(70,926)	61.5%	-	154,467	154,467	154,467	0.0%
Transfers	143,900	97,900	73,425	73,425	(24,475)	75.0%	142,392	106,794	106,794	(35,598)	75.0%
Lease Purchase Debt Service	-	-	-	-	-	0.0%	-	-	-	-	0.0%
TOTAL EXPENSES:	2,990,676	2,846,626	1,632,137	1,632,137	(1,214,489)	57.3%	2,188,227	1,645,729	1,658,239	(529,988)	75.8%
PUBLIC WORKS - NON DEPARTMENTAL											
EXPENSES:											
Payroll & Benefits	-	-	-	-	-	0.0%	-	-	-	-	0.0%
Supplies	-	-	-	-	-	0.0%	-	-	-	-	0.0%
Maintenance	-	-	-	-	-	0.0%	-	-	-	-	0.0%
Utilities	-	-	-	-	-	0.0%	-	-	-	-	0.0%
Services	25,085	25,085	15,673	15,673	(9,412)	62.5%	28,865	20,157	108	(28,757)	0.4%
Capital Outlay	-	-	-	-	-	0.0%	-	-	-	-	0.0%
Transfers	-	-	-	-	-	0.0%	-	-	-	-	0.0%
Lease Purchase Debt Service	-	-	-	-	-	0.0%	-	-	-	-	0.0%
TOTAL EXPENSES:	25,085	25,085	15,673	15,673	(9,412)	62.5%	28,865	20,157	108	(28,757)	0.4%

Memo

To: Honorable Mayor and Town Council

From: Drew Corn, Town Administrator

CC: Shirley Rogers, Town Secretary
Karen Bolyard, Finance Director

Date: July 26, 2018

Re: Presentation of Fiscal Year 2018-2019 Proposed and 2017-2018 Revised Budgets

The budget planning session to discuss priorities for the fiscal year 2018-2019 budget was held May 10, 2018. At the budget planning session, Town Council set budget principles for the Town. The proposed budgets address these principles.

The 2018-2019 Proposed General Fund Budget is based on continuing the 29.5¢ tax rate which includes two types of homestead exemptions: \$15,000 for over 65 and disabled, and a general 5%. Property taxes are projected to increase as much as 40%. Residential property values could increase as much as 57% with over two-thirds of this increase being new construction. Sales tax revenues are projected to plateau at \$1,200,000 annually with one-time construction related sales being replaced with new retail sales.

The current proposed budget is balanced with increased resources dedicated to public safety, public works, development review and financial oversight. These requested resources are needed to manage the ever-increasing activity and complexity of Northlake municipal operations. The Town has begun construction of all road projects from the 2016 debt issuance. A debt issuance \$10 million is proposed for 2018 to fund the construction of much needed water system improvements.

The proposed budget document will be filed with the Town Secretary on July 27th and will be made available online on the same date at the Town website www.town.northlake.tx.us.

The 2018-2019 Proposed and 2017-2018 Revised Annual Budgets for all funds are:

<u>Fund Title</u>	<u>FY 2018 Revised</u>	<u>FY 2019 Proposed</u>
General Fund*	\$4,732,289	\$4,368,411
Capital Projects Fund	\$1,450,000	\$3,550,000
Debt Service Fund*	\$556,937	\$1,331,034
Other Special Revenue Funds	\$80,469	\$40,400
Hotel Occupancy Tax Fund	\$92,047	\$110,351
Economic Development Corporation	\$409,025	\$573,007

Presentation of the Fiscal Year 2018-2019 Proposed and 2017-2018 Revised Budgets

July 26, 2018

Page 2 of 2

<u>Fund Title</u>	<u>FY 2018 Revised</u>	<u>FY 2019 Proposed</u>
Community Development Corporation	\$409,025	\$573,007
Utility Fund	\$3,220,028	\$4,097,869
Utility Impact Fees Fund	\$555,010	\$712,000
Utility Capital Projects Fund	\$31,172	\$10,035,881
Equipment Services Fund	\$230,000	\$269,000
Building Services Fund	\$602,290	\$257,312
Technology Services Fund	\$183,200	\$158,000
PID #1 (Harvest)	\$501,050	\$609,600
PID #2 (The Highlands)	\$302,499	\$304,316
TIRZ #1 (Canyon Falls)	\$73,451	\$113,036

* signifies preliminary figures

A detailed presentation will be made to Council at the July 26th Council meeting. Staff will seek input from Council on the proposed budgets to ensure Council principles are being addressed. The final certified property values will not be received until July 25th at the latest. Until these values are received, Town staff cannot finalize the Proposed General Fund and Debt Service Fund budgets, so those two budget summaries may be revised prior to the council meeting on the 26th. The other proposed budgets should not change unless a major unanticipated reduction in property tax revenues occurs.

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



Town of Northlake
GENERAL FUND

Fund: 100	FY 2016	FY 2017	FY 2018	FY 2018	FY 2018	FY 2019
	Actual	Actual	Original	Actual	Projected	Preliminary
			Budget	As of 06/30	Budget	Budget
BEGINNING FUND BALANCE:	1,478,315	1,510,410	1,878,278	1,878,278	1,878,278	1,480,455
REVENUES:						
Court Fines	601,110	592,248	600,000	369,735	500,000	500,000
Sales/Beverage Tax	679,648	623,492	480,000	447,067	600,000	600,000
Ad Valorem Taxes	693,972	744,911	842,210	870,709	910,000	1,000,000
Permits	31,452	20,760	21,450	16,517	19,550	19,550
Franchise Fees	257,563	282,277	311,000	245,942	311,000	311,000
Building Permits	686,682	793,743	969,500	683,749	903,725	1,004,500
Development	343,565	527,041	437,500	313,389	703,050	502,250
Transfers	175,000	200,000	230,881	155,291	230,881	270,881
Other Revenue:	110,340	149,495	156,260	118,495	156,260	208,260
TOTAL REVENUES:	3,579,331	3,933,968	4,048,801	3,220,896	4,334,466	4,416,441
EXPENDITURES:						
Payroll & Benefits	1,635,467	1,873,267	2,399,917	1,635,042	2,422,727	2,444,770
Supplies	105,596	116,755	156,108	92,773	152,548	159,338
Maintenance	187,603	189,990	288,378	220,676	293,678	205,611
Utilities	14,661	17,546	19,095	14,064	21,675	22,775
Services	843,499	700,190	908,991	492,831	855,286	822,239
Capital Outlay	2,484	-	33,225	9,542	21,400	6,000
Transfers	757,927	668,352	234,000	233,625	347,500	370,708
Lease Purchase Debt Service	-	-	-	-	-	-
TOTAL EXPENDITURES:	3,547,237	3,566,099	4,039,714	2,698,553	4,114,814	4,031,441
REV OVER/(UNDER) EXP	32,094	367,868	9,087	522,343	219,652	385,000
ENDING FUND BALANCE	1,510,410	1,878,278	1,887,365	2,400,621	2,097,930	1,865,455

Budget Requests

Transfer to Building Fund	100,000	
Transfer to Debt Service Fund	500,000	
Officer Safety & Investigative Tools	17,475	
Special Events (Easter Egg Hunt, Fourth of July Fireworks, Christmas Tree Lighting)		35,000
Accountant		56,524
Planner		66,495
Police Sergeant		93,550
Public Works Dump Truck & Trailer Fuel & Maintenance		1,750
Salary Adjustments		101,651
Total Budget Requests	617,475	354,970

REVISED REV OVER/(UNDER) EXP	(397,823)	30,030
REVISED ENDING FUND BAL - UNASSIGNED	1,480,455	1,510,485



Town of Northlake
HOTEL OCCUPANCY TAX

Fund: 110	FY 2016 Actual	FY 2017 Actual	FY 2018 Original Budget	FY 2018 Actual As of 06/30	FY 2018 Projected Budget	FY 2019 Preliminary Budget
BEGINNING FUND BALANCE:	1,029,865	1,258,552	1,484,307	1,484,307	1,484,307	1,703,537
REVENUES:						
Taxes / Fees & Fines	257,813	267,965	300,000	303,017	300,000	300,000
Permits and Registrations	-	-	-	-	-	-
Franchise Fees	-	-	-	-	-	-
Building Permits	-	-	-	-	-	-
Development	-	-	-	-	-	-
Transfers	-	-	-	-	-	-
Other Revenue:	21,535	17,407	10,805	2,724	10,805	10,805
TOTAL REVENUE:	279,348	285,372	310,805	305,742	310,805	310,805
EXPENDITURES:						
Payroll & Benefits	27,911	34,336	33,675	34,360	33,675	48,911
Supplies	-	-	-	49	-	-
Maintenance	-	65	-	77	-	-
Utilities	167	-	-	-	-	-
Services	22,583	24,795	55,600	16,453	55,600	55,600
Capital Outlay	-	-	-	-	-	-
Transfers	1,690	1,739	1,800	1,725	2,300	2,542
Lease Purchase Debt Service	-	-	-	-	-	-
TOTAL EXPENDITURES:	52,351	60,936	91,075	52,664	91,575	107,053
REV OVER/(UNDER) EXP	226,996	224,437	219,730	253,078	219,230	203,752
ENDING FUND BALANCE	1,256,862	1,482,988	1,704,037	1,737,386	1,703,537	1,907,290

Budget Requests

Salary Adjustment	3,104
Total Budget Requests	3,104

REVISED REV OVER/(UNDER) EXP	200,648
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REVISED ENDING FUND BAL - UNASSIGNED	1,904,186
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Town of Northlake
COURT SECURITY SPECIAL REVENUE

Fund: 120	FY 2016 Actual	FY 2017 Actual	FY 2018 Original Budget	FY 2018 Actual As of 06/30	FY 2018 Projected Budget	FY 2019 Preliminary Budget
BEGINNING FUND BALANCE:	85,266	94,340	99,558	99,558	99,558	62,758
REVENUES:						
Court Technology	-	-	-	-	-	-
Court Security	11,845	11,324	12,000	7,518	12,000	12,000
Seatbelt Fees	-	-	-	-	-	-
Child Safety	-	-	-	-	-	-
Transfers	-	-	-	-	-	-
Interest	167	963	200	1,981	200	200
Other Revenue:	-	-	-	-	-	-
TOTAL REVENUE:	12,012	12,287	12,200	9,499	12,200	12,200
EXPENDITURES:						
Payroll & Benefits	99	1,098	-	-	-	-
Supplies	-	-	-	-	-	-
Maintenance	-	-	-	-	-	-
Utilities	-	-	-	-	-	-
Services	2,838	5,971	9,000	4,664	9,000	9,000
Capital Outlay	-	-	-	-	40,000	-
Transfers	-	-	-	-	-	-
Lease Purchase Debt Service	-	-	-	-	-	-
TOTAL EXPENDITURES:	2,937	7,069	9,000	4,664	49,000	9,000
REV OVER/(UNDER) EXP	9,075	5,218	3,200	4,835	(36,800)	3,200
Changes to Fund Balance	-	-	-	-	-	-
ENDING FUND BALANCE	94,340	99,558	102,758	104,393	62,758	65,958



Town of Northlake
COURT TECHNOLOGY SPECIAL REVENUE

Fund: 121	FY 2016 Actual	FY 2017 Actual	FY 2018 Original Budget	FY 2018 Actual As of 06/30	FY 2018 Projected Budget	FY 2019 Preliminary Budget
BEGINNING FUND BALANCE:	3,417	13,433	(2,651)	(2,651)	(2,651)	8,920
REVENUES:						
Court Technology	15,785	15,094	16,000	10,019	16,000	16,000
Court Security	-	-	-	-	-	-
Seatbelt Fees	-	-	-	-	-	-
Child Safety	-	-	-	-	-	-
Transfers	-	-	-	-	-	-
Interest	-	781	-	1,841	-	-
Other Revenue:	-	-	-	-	-	-
TOTAL REVENUE:	15,785	15,876	16,000	11,860	16,000	16,000
EXPENDITURES:						
Payroll & Benefits	-	-	-	-	-	-
Supplies	-	-	-	-	-	-
Maintenance	-	4,325	5,885	-	-	-
Utilities	2,159	1,943	3,000	-	-	-
Services	3,609	16,035	5,000	1,429	4,429	-
Capital Outlay	-	9,657	-	-	-	5,000
Transfers	-	-	-	-	-	-
Lease Purchase Debt Service	-	-	-	-	-	-
TOTAL EXPENDITURES:	5,769	31,960	13,885	1,429	4,429	5,000
REV OVER/(UNDER) EXP	10,016	(16,084)	2,115	10,431	11,571	11,000
Changes to Fund Balance	-	-	-	-	-	-
ENDING FUND BALANCE	13,433	(2,651)	(536)	7,780	8,920	19,920



Town of Northlake
ECONOMIC DEVELOPMENT CORPORATION

Fund: 130	FY 2016 Actual	FY 2017 Actual	FY 2018 Original Budget	FY 2018 Actual As of 06/30	FY 2018 Projected Budget	FY 2019 Preliminary Budget
BEGINNING FUND BALANCE:	592,373	595,579	612,391	612,391	612,391	526,016
REVENUES:						
Taxes / Fees & Fines	339,824	311,471	240,000	223,534	300,000	300,000
Permits and Registrations	-	-	-	-	-	-
Franchise Fees	-	-	-	-	-	-
Building Permits	-	-	-	-	-	-
Development	-	-	-	-	-	-
Transfers	-	-	-	-	-	-
Other Revenue:	15,908	23,048	22,650	22,041	22,650	22,650
TOTAL REVENUE:	355,732	334,519	262,650	245,574	322,650	322,650
EXPENDITURES:						
Payroll & Benefits	29,540	26,554	33,025	24,832	33,025	36,161
Supplies	2,934	465	1,700	679	1,700	1,700
Maintenance	2,100	1,765	2,250	774	2,250	2,250
Utilities	78	-	-	-	-	-
Services	41,183	28,484	39,250	34,208	59,250	64,750
Incentives	250,000	233,700	125,500	195,004	270,500	370,000
Capital Outlay	-	-	-	-	-	-
Transfers	26,690	26,739	26,800	20,475	27,300	32,542
Lease Purchase Debt Service	-	-	-	-	-	-
TOTAL EXPENDITURES:	352,526	317,707	228,525	275,972	394,025	507,403
REV OVER/(UNDER) EXP	3,206	16,812	34,125	(30,397)	(71,375)	(184,753)
ENDING FUND BALANCE	595,579	612,391	646,516	581,993	541,016	341,263
Budget Requests						
Sam Lee Driveway Relocation					15,000	
Amano Bistro Pioneer Grant						50,000
Burgerim Pioneer Grant						12,500
Salary Adjustment						3,104
Total Budget Requests					15,000	65,604
REVISED REV OVER/(UNDER) EXP					(86,375)	(250,357)
REVISED ENDING FUND BAL					526,016	275,659



COMMUNITY DEVELOPMENT CORPORATION

Fund:	131	FY 2016 Actual	FY 2017 Actual	FY 2018 Original Budget	FY 2018 Actual As of 06/30	FY 2018 Projected Budget	FY 2019 Preliminary Budget
BEGINNING FUND BALANCE:		571,429	575,332	592,138	592,138	592,138	505,763

REVENUES:

Taxes / Fees & Fines	339,824	311,471	240,000	223,534	300,000	300,000
Permits and Registrations	-	-	-	-	-	-
Franchise Fees	-	-	-	-	-	-
Building Permits	-	-	-	-	-	-
Development	-	-	-	-	-	-
Transfers	-	-	-	-	-	-
Other Revenue:	15,859	23,021	22,650	22,033	22,650	22,650
TOTAL REVENUE:	355,683	334,492	262,650	245,567	322,650	322,650

EXPENDITURES:

Payroll & Benefits	29,390	26,554	33,025	24,782	33,025	36,161
Supplies	2,934	488	1,700	679	1,700	1,700
Maintenance	2,100	1,765	2,250	774	2,250	2,250
Utilities	64	-	-	-	-	-
Services	40,600	28,439	39,250	35,487	59,250	64,750
Incentives	250,000	233,700	125,500	195,004	270,500	370,000
Capital Outlay	-	-	-	-	-	-
Transfers	26,691	26,739	26,800	20,475	27,300	32,542
Lease Purchase Debt Service	-	-	-	-	-	-
TOTAL EXPENDITURES:	351,780	317,685	228,525	277,202	394,025	507,403

REV OVER/(UNDER) EXP	3,903	16,807	34,125	(31,635)	(71,375)	(184,753)
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ENDING FUND BALANCE	575,332	592,138	626,263	560,504	520,763	321,011
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Budget Requests

Sam Lee Driveway Relocation	15,000	
Amano Bistro Pioneer Grant		50,000
Burgerim Pioneer Grant		12,500
Salary Adjustment		3,104
Total Budget Requests	15,000	65,604

REVISED REV OVER/(UNDER) EXP	(86,375)	(250,357)
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REVISED ENDING FUND BAL	505,763	255,407
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Town of Northlake
POLICE SPECIAL TRAINING

Fund: 151	FY 2016 Actual	FY 2017 Actual	FY 2018 Original Budget	FY 2018 Actual As of 06/30	FY 2018 Projected Budget	FY 2019 Preliminary Budget
BEGINNING FUND BALANCE:	-	416	416	416	416	473
REVENUES:						
Interest	-	-	-	-	-	-
Seatbelt Fees	-	-	-	-	-	-
Seized Monies & Goods	-	-	-	-	-	-
State Training	416	-	-	1,377	1,377	1,400
Child Safety	-	-	-	-	-	-
Transfers	-	-	-	-	-	-
Other Revenue:	-	-	-	-	-	-
TOTAL REVENUE:	416	-	-	1,377	1,377	1,400
EXPENDITURES:						
Payroll & Benefits	-	-	-	-	-	-
Supplies	-	-	-	-	-	-
Maintenance	-	-	-	-	-	-
Utilities	-	-	-	-	-	-
Services	-	-	-	1,320	1,320	1,400
Capital Outlay	-	-	-	-	-	-
Transfers	-	-	-	-	-	-
Lease Purchase Debt Service	-	-	-	-	-	-
TOTAL EXPENDITURES:	-	-	-	1,320	1,320	1,400
REV OVER/(UNDER) EXP	416	-	-	57	57	-
Changes to Fund Balance	-	-	-	-	-	-
ENDING FUND BALANCE	416	416	416	473	473	473



Town of Northlake
CHILD SAFETY SPECIAL REVENUE

Fund: 152	FY 2016 Actual	FY 2017 Actual	FY 2018 Original Budget	FY 2018 Actual As of 06/30	FY 2018 Projected Budget	FY 2019 Preliminary Budget
BEGINNING FUND BALANCE:	86,060	90,417	92,989	92,989	92,989	95,589

REVENUES:

Court Technology	-	-	-	-	-	-
Court Security	-	-	-	-	-	-
Seatbelt Fees	5,830	3,845	15,000	2,055	3,000	3,000
Seized Monies & Goods	-	-	-	-	-	-
State Training	-	-	-	-	-	-
Child Safety	1,773	2,100	1,000	1,438	2,000	2,000
Transfers	-	-	-	-	-	-
Interest	139	939	100	1,916	100	2,100
Other Revenue:	-	-	-	-	-	-
TOTAL REVENUE:	7,742	6,884	16,100	5,409	5,100	7,100

EXPENDITURES:

Payroll & Benefits	-	-	-	-	-	-
Supplies	3,385	2,812	3,250	410	500	1,000
Maintenance	-	1,500	1,500	1,500	1,500	1,500
Utilities	-	-	-	-	-	-
Services	-	-	1,500	-	500	1,000
Capital Outlay	-	-	-	-	-	-
Transfers	-	-	-	-	-	-
Lease Purchase Debt Service	-	-	-	-	-	-
TOTAL EXPENDITURES:	3,385	4,312	6,250	1,910	2,500	3,500

REV OVER/(UNDER) EXP	4,357	2,572	9,850	3,498	2,600	3,600
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Changes to Fund Balance	-	-	-	-	-	-
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ENDING FUND BALANCE	90,417	92,989	102,839	96,487	95,589	99,189
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Budget Requests

Children At Play Traffic Sign	5,000
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Total Budget Requests	5,000
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REVISED REV OVER/(UNDER) EXP	(1,400)
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REVISED ENDING FUND BAL	97,788.94
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Town of Northlake
COURT ONLINE ACCESS FEES

Fund: 153	FY 2016 Actual	FY 2017 Actual	FY 2018 Original Budget	FY 2018 Actual As of 06/30	FY 2018 Projected Budget	FY 2019 Preliminary Budget
BEGINNING FUND BALANCE:	-	46,232	56,668	-	40,947	41,507
REVENUES:						
Online Access Fees	21,013	19,646	18,000	8,758	18,000	18,000
Transfers	59,416	-	-	-	-	-
Interest Revenue	-	973	-	1,841	-	-
Other Revenue	-	-	-	-	-	-
TOTAL REVENUE:	80,428	20,619	18,000	10,599	18,000	18,000
EXPENDITURES:						
Payroll & Benefits	-	-	-	-	-	-
Supplies	-	-	-	1,680	1,680	-
Maintenance	-	-	-	5,922	5,000	5,000
Utilities	-	-	-	-	-	-
Services	34,197	10,182	11,600	7,055	13,300	11,500
Capital Outlay	-	-	3,240	-	3,240	-
Transfers	-	-	-	-	-	-
Lease Purchase Debt Service	-	-	-	-	-	-
TOTAL EXPENDITURES:	34,197	10,182	14,840	14,657	23,220	16,500
REV OVER/(UNDER) EXP	46,232	10,437	3,160	(4,059)	(5,220)	1,500
Changes to Fund Balance	-	-	-	-	-	-
ENDING FUND BALANCE	46,232	56,668	59,828	40,947	44,747	48,547



Town of Northlake
DEBT SERVICE

Fund: 160	FY 2016 Actual	FY 2017 Actual	FY 2018 Original Budget	FY 2018 Actual As of 06/30	FY 2018 Projected Budget	FY 2019 Preliminary Budget
BEGINNING FUND BALANCE:	34,765	249,740	126,530	126,530	126,530	765,093
REVENUES:						
Taxes / Fees & Fines	260,514	408,634	556,937	640,159	645,000	779,292
Permits and Registrations	-	-	-	-	-	-
Franchise Fees	-	-	-	-	-	-
Building Permits	-	-	-	-	-	-
Development	-	-	-	-	-	-
Transfers	200,000	50,000	-	37,500	50,000	50,000
Bond Proceeds	-	8,380,000	-	-	-	-
Other Revenue:	66	216,558	500	1,851	500	1,200
TOTAL REVENUE:	460,580	9,055,192	557,437	679,510	695,500	830,492
EXPENDITURES:						
Payroll & Benefits	-	-	-	-	-	-
Supplies	-	-	-	-	-	-
Maintenance	-	-	-	-	-	-
Utilities	-	-	-	-	-	-
Services	300	-	2,241	2,988	2,241	2,241
Capital Outlay	-	-	-	-	-	-
Transfers	-	6,990,000	-	-	-	-
Debt Service	245,304	2,188,403	554,696	69,859	554,696	527,013
TOTAL EXPENDITURES:	245,604	9,178,403	556,937	72,846	556,937	529,254
REV OVER/(UNDER) EXP	214,976	(123,210)	500	606,663	138,563	301,239
ENDING FUND BALANCE	249,740	126,530	127,030	733,194	265,093	1,066,332
Budget Requests						
Transfer from General Fund					500,000	
North & South Elevated Water Storage Debt Service						801,780
Total Budget Requests					500,000	801,780
REVISED REV OVER/(UNDER) EXP					638,563	(500,542)
REVISED ENDING FUND BAL					765,093	264,552



Town of Northlake
WATER & WASTEWATER

Fund: 200	FY 2016 Actual	FY 2017 Actual	FY 2018 Original Budget	FY 2018 Actual As of 06/30	FY 2018 Projected Budget	FY 2019 Preliminary Budget
BEGINNING FUND BALANCE:	2,227,459	2,653,339	2,840,035	2,840,035	2,840,035	3,178,307
REVENUES:						
Water Sales	1,216,909	1,564,207	2,000,000	1,342,183	2,000,000	2,750,000
Water Fees	166,850	203,250	250,250	188,030	250,250	250,250
Sewer Sales	680,368	917,177	1,200,000	783,844	1,200,000	1,500,000
Sewer Fees	6,350	21,100	20,000	19,100	20,000	20,000
Other Revenue:	81,855	86,946	10,650	89,112	88,050	75,050
TOTAL REVENUES:	2,152,332	2,792,680	3,480,900	2,422,269	3,558,300	4,595,300
EXPENSES:						
Payroll & Benefits	244,699	331,210	444,528	278,124	456,478	443,861
Supplies	26,783	38,546	105,795	23,217	65,795	51,250
Maintenance	104,721	107,506	136,300	69,132	111,300	105,800
Wholesale Water	722,044	881,097	1,000,000	656,908	1,200,000	1,500,000
Sewer Treatment	228,325	732,937	1,000,000	439,255	800,000	1,000,000
Utilities	36,092	35,001	46,620	21,096	46,620	46,620
Services	191,908	182,426	92,235	70,838	101,735	77,650
Capital Outlay	-	-	210,000	119,875	184,000	184,000
Transfers	171,629	297,262	299,100	228,075	254,100	353,167
Lease Purchase Debt Service	-	-	-	-	-	-
TOTAL EXPENSES:	1,726,201	2,605,985	3,334,578	1,906,519	3,220,028	3,762,348
REV OVER/(UNDER) EXP	426,131	186,695	146,322	515,750	338,272	832,952
ENDING FUND BALANCE	2,653,589	2,840,035	2,986,357	3,355,784	3,178,307	4,011,259
Less: Net Capital Assets	(2,477,506)	(2,609,785)	(2,609,785)	(2,609,785)	(2,609,785)	(2,609,785)
Less: Customer Deposits	(211,510)	(306,985)	(424,497)	(424,497)	(424,497)	(424,497)
Changes to Fund Balance	-	-	-	-	-	-
UNRESTRICTED FUND BALANCE	(35,427)	(76,735)	(47,925)	321,503	144,025	976,977

Budget Requests

Accountant	18,841
Public Works Maintenance Worker	54,200
Public Works Dump Truck & Trailer Fuel & Maintenance	1,750
Sewer System Evaluation & Repair	244,100
Salary Adjustments	16,630

Total Budget Requests **335,521**

REVISED REV OVER/(UNDER) EXP **497,431**

REVISED ENDING UNRESTRICTED FUND BAL **641,456**



Town of Northlake
WATER IMPACT FEES - NORTH

Fund: 202	FY 2015 Actual	FY 2016 Actual	FY 2017 Original Budget	FY 2017 Actual As of 6/30	FY 2017 Revised Budget	FY 2018 Proposed Budget
BEGINNING FUND BALANCE:	(25,964)	8,402	279,528	279,528	279,528	176,218
REVENUES:						
Water Impact Fees	60,504	307,575	250,000	269,084	250,000	250,000
Sewer Impact Fees	-	-	-	-	-	-
Transfers	-	-	-	-	-	-
Other Revenue:	-	17,278	1,700	15,132	1,700	1,700
TOTAL REVENUE:	60,504	324,853	251,700	284,216	251,700	251,700
EXPENSES:						
Payroll & Benefits	-	-	-	-	-	-
Supplies	-	-	-	-	-	-
Maintenance	-	-	-	-	-	-
Utilities	-	-	-	-	-	-
Services	4,299	38,535	600,000	13,824	50,000	200,000
Capital Outlay	-	-	-	-	-	-
Transfers	-	-	-	-	-	-
Debt Service	21,838	15,192	305,010	(819)	305,010	-
TOTAL EXPENSES:	26,137	53,727	905,010	13,005	355,010	200,000
REV OVER/(UNDER) EXP	34,367	271,125	(653,310)	271,211	(103,310)	51,700
ENDING FUND BALANCE	8,402	279,528	(373,782)	550,739	176,218	227,918
Less: Net Capital Assets	(632,125)	(625,213)	(625,213)	(625,213)	(625,213)	(625,213)
Less: Future Impact Fees	(13,444)	(13,444)	(13,444)	(13,444)	(13,444)	(13,444)
Changes to Fund Balance	-	-	-	-	-	-
UNRESTRICTED FUND BALANCE	(637,167)	(359,129)	(1,012,439)	(87,918)	(462,439)	(410,739)



Town of Northlake
WATER CAPITAL PROJECTS

Fund: 203	FY 2016 Actual	FY 2017 Actual	FY 2018 Original Budget	FY 2018 Actual As of 06/30	FY 2018 Projected Budget	FY 2019 Preliminary Budget
BEGINNING FUND BALANCE:	764,864	731,964	693,813	693,813	693,813	662,641
REVENUES:						
Water Sales	-	-	-	-	-	-
Water Fees	-	-	-	-	-	-
Sewer Sales	-	-	-	-	-	-
Sewer Fees	-	-	-	-	-	-
Cost Recovery Fees	-	-	-	-	-	-
Transfers	-	-	-	-	-	-
Other Revenue:	5,932	13,504	-	17,998	-	-
TOTAL REVENUE:	5,932	13,504	-	17,998	-	-
EXPENSES:						
Payroll & Benefits	-	-	-	-	-	-
Supplies	-	-	-	-	-	-
Maintenance	-	-	-	-	-	-
Utilities	-	-	-	-	-	-
Services	26,116	40,776	-	175	-	5,300
Capital Outlay	-	-	-	-	-	10,000,000
Transfers	-	-	30,881	5,291	5,291	-
Lease Purchase Debt Service	12,717	10,879	-	(1,418)	25,881	30,581
TOTAL EXPENSES:	38,832	51,655	30,881	4,048	31,172	10,035,881
REV OVER/(UNDER) EXP	(32,900)	(38,151)	(30,881)	13,950	(31,172)	(10,035,881)
ENDING FUND BALANCE	731,964	693,813	662,932	707,763	662,641	(9,373,240)
Less: Net Capital Assets	(1,063,529)	(1,023,427)	(1,023,427)	(1,023,427)	(1,023,427)	(1,023,427)
Changes to Fund Balance	-	-	-	-	-	-
UNRESTRICTED FUND BALANCE	(331,565)	(329,615)	(360,496)	(315,664)	(360,786)	(10,396,667)

Budget Requests:

Water Towers Bond Proceeds 10,000,000

Total Budget Requests

10,000,000

REVISED REV OVER/(UNDER) EXP

(35,881)

REVISED ENDING UNRESTRICTED FUND BAL

(396,667)



Town of Northlake
WATER IMPACT FEES - SOUTH

Fund: 204	FY 2016 Actual	FY 2017 Actual	FY 2018 Original Budget	FY 2018 Actual As of 06/30	FY 2018 Projected Budget	FY 2019 Preliminary Budget
BEGINNING FUND BALANCE:	590,101	1,022,565	1,170,004	1,170,004	1,170,004	1,459,704
REVENUES:						
Water Impact Fees	391,488	160,946	400,000	263,764	400,000	200,000
Sewer Impact Fees	40,976	40,975	88,000	29,888	88,000	50,000
Transfers	-	-	-	-	-	-
Other Revenue:	-	1,174	1,700	1,856	1,700	1,700
TOTAL REVENUE:	432,464	203,095	489,700	295,508	489,700	251,700
EXPENSES:						
Payroll & Benefits	-	-	-	-	-	-
Supplies	-	-	-	-	-	-
Maintenance	-	-	-	-	-	-
Utilities	-	-	-	-	-	-
Services	-	55,656	600,000	40,754	200,000	512,000
Capital Outlay	-	-	-	-	-	-
Transfers	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
TOTAL EXPENSES:	-	55,656	600,000	40,754	200,000	512,000
REV OVER/(UNDER) EXP	432,464	147,439	(110,300)	254,753	289,700	(260,300)
ENDING FUND BALANCE	1,022,565	1,170,004	1,059,704	1,424,757	1,459,704	1,199,404
Less: Net Capital Assets	-	-	-	-	-	-
Less: Future Impact Fees	-	-	-	-	-	-
Changes to Fund Balance	-	-	-	-	-	-
UNRESTRICTED FUND BALANCE	1,022,565	1,170,004	1,059,704	1,424,757	1,459,704	1,199,404



Town of Northlake
CAPITAL PROJECTS

Fund:	301	FY 2016 Actual	FY 2017 Actual	FY 2018 Original Budget	FY 2018 Actual As of 06/30	FY 2018 Projected Budget	FY 2019 Preliminary Budget
BEGINNING FUND BALANCE:		(13,986)	11,071	5,909,853	5,909,853	5,909,853	4,459,853
REVENUES:							
Taxes / Fees & Fines	-	-	-	-	-	-	-
Permits and Registrations	-	-	-	-	-	-	-
Franchise Fees	-	-	-	-	-	-	-
Building Permits	-	-	-	-	-	-	-
Development	-	-	-	-	-	-	-
Transfers	50,000	6,660,000	-	-	-	-	-
Bond Proceeds	-	(25,000)	6,700,000	-	-	-	-
Other Revenue:	57	1,235,504	-	78,612	-	-	-
TOTAL REVENUE:	50,057	7,870,504	6,700,000	78,612	-	-	-
EXPENDITURES:							
Payroll & Benefits	-	-	-	-	-	-	-
Supplies	-	-	-	-	-	-	-
Maintenance	-	-	-	-	-	-	-
Utilities	-	-	-	-	-	-	-
Services	-	353,795	-	112,427	150,000	-	-
Capital Outlay	-	1,617,927	5,200,000	731,883	1,300,000	3,550,000	-
Transfers	-	-	-	-	-	-	-
Lease Purchase Debt Service	-	-	-	-	-	-	-
TOTAL EXPENDITURES:	-	1,971,722	5,200,000	844,310	1,450,000	3,550,000	-
REV OVER/(UNDER) EXP	50,057	5,898,782	1,500,000	(765,698)	(1,450,000)	(3,550,000)	-
Changes to Fund Balance	-	-	-	-	-	-	-
ENDING FUND BALANCE	36,071	5,909,853	7,409,853	5,144,155	4,459,853	909,853	-



Town of Northlake
NORTH LAKE PID#1 - HARVEST COMMUNITY

Fund: 401	FY 2016 Actual	FY 2017 Actual	FY 2018 Original Budget	FY 2018 Actual As of 06/30	FY 2018 Projected Budget	FY 2019 Preliminary Budget
BEGINNING FUND BALANCE:	-	(5,607)	758	758	758	758
REVENUES:						
Assessments	131,219	294,469	501,050	502,594	501,050	618,310
Transfers	-	-	-	-	-	-
Other Revenue:	-	-	-	2,059	-	-
TOTAL REVENUE:	131,219	294,469	501,050	504,653	501,050	618,310
EXPENDITURES:						
Supplies	-	-	-	-	-	-
Maintenance	-	-	-	-	-	-
Utilities	-	-	-	-	-	-
Services	136,733	288,104	501,050	311,760	501,050	609,600
Transfers	-	-	-	-	-	-
TOTAL EXPENDITURES:	136,733	288,104	501,050	311,760	501,050	609,600
REV OVER/(UNDER) EXP	(5,514)	6,365	-	192,893	-	8,710
Changes to Fund Balance	-	-	-	-	-	-
ENDING FUND BALANCE	(5,514)	758	758	193,651	758	9,468



Town of Northlake
NORTHLAKE PID#2 - THE HIGHLANDS

Fund: 402	FY 2016 Actual	FY 2017 Actual	FY 2018 Original Budget	FY 2018 Actual As of 06/30	FY 2018 Projected Budget	FY 2019 Preliminary Budget
BEGINNING FUND BALANCE:	3,103,098	1,379,116	118,594	118,594	118,594	143,994
REVENUES:						
Assessments	305,200	316,034	317,899	312,408	317,899	318,866
Transfers	-	-	-	-	-	-
Other Revenue	13,972	8,857	10,000	332	10,000	10,000
Other Financing Sources	-	-	-	-	-	-
TOTAL REVENUE:	319,172	324,892	327,899	312,740	327,899	328,866
EXPENDITURES:						
Supplies	-	-	-	-	-	-
Maintenance	-	-	10,824	21,436	10,824	11,041
Utilities	-	-	-	-	-	-
Services	1,745,835	1,309,538	13,150	4,543	13,150	13,150
Transfers	-	-	-	-	-	-
Bond Debt Service	297,320	275,875	278,525	32,918	278,525	280,125
TOTAL EXPENDITURES:	2,043,155	1,585,413	302,499	58,896	302,499	304,316
REV OVER/(UNDER) EXP	(1,723,982)	(1,260,521)	25,400	253,844	25,400	24,550
Changes to Fund Balance	-	-	-	-	-	-
ENDING FUND BALANCE	1,379,116	118,594	143,994	372,438	143,994	168,544



Town of Northlake
TAX INCREMENT REINVESTMENT ZONE #1

Fund: 451	FY 2016 Actual	FY 2017 Actual	FY 2018 Original Budget	FY 2018 Actual As of 06/30	FY 2018 Projected Budget	FY 2019 Preliminary Budget
BEGINNING FUND BALANCE:	-	(1,385)	5,197	5,197	5,197	5,197
REVENUES:						
Ad Valorem Taxes	-	36,896	73,451	73,451	73,451	113,036
Transfers	-	-	-	-	-	-
Other Revenue	-	-	-	-	-	-
TOTAL REVENUE:	-	36,896	73,451	73,451	73,451	113,036
EXPENSES:						
Payroll & Benefits	-	-	-	-	-	-
Supplies	-	-	-	-	-	-
Maintenance	-	-	43,451	-	43,451	83,036
Utilities	-	-	-	-	-	-
Services	1,385	30,314	30,000	4,591	30,000	30,000
Capital Outlay	-	-	-	-	-	-
Transfers	-	-	-	-	-	-
Lease Purchase Debt Service	-	-	-	-	-	-
TOTAL EXPENSES:	1,385	30,314	73,451	4,591	73,451	113,036
REV OVER/(UNDER) EXP	(1,385)	6,582	0	68,860	0	-
ENDING FUND BALANCE	(1,385)	5,197	5,197	74,056	5,197	5,197



Town of Northlake
TECHNOLOGY SERVICES FUND

Fund: 504	FY 2016 Actual	FY 2017 Actual	FY 2018 Original Budget	FY 2018 Actual As of 06/30	FY 2018 Projected Budget	FY 2019 Preliminary Budget
BEGINNING FUND BALANCE	-	-	89,719	89,719	89,719	36,019
REVENUES:						
Mayor & Council	-	-	500	4,875	6,500	6,500
Administration-GF	-	100,000	9,000	9,000	12,000	12,000
Town Secretary	-	-	4,000	3,750	5,000	5,000
Municipal Courts	-	-	12,000	12,000	16,000	16,000
Development	-	-	5,000	4,875	6,500	6,500
Police	-	-	36,000	35,250	47,000	47,000
Public Works	-	-	10,000	9,750	13,000	13,000
Administration-HOT	-	-	1,000	1,125	1,500	1,500
Administration-EDC	-	-	1,000	1,125	1,500	1,500
Administration-CDC	-	-	1,000	1,125	1,500	1,500
Administration-WS Fund	-	-	3,000	3,000	4,000	4,000
Utility Department	-	-	11,000	11,250	15,000	15,000
Interest Revenue	-	-	-	-	-	-
TOTAL REVENUE:	-	100,000	93,500	97,125	129,500	129,500
EXPENSES:						
Payroll & Benefits	-	-	-	-	-	-
Supplies	-	-	-	-	-	-
Maintenance	-	428	1,450	4,743	1,450	16,000
Utilities	-	-	16,000	8,553	15,500	31,000
Services	-	9,853	100,000	78,332	100,000	111,000
Capital Outlay	-	-	66,250	23,167	66,250	-
Transfers	-	-	-	-	-	-
Lease Purchase Debt Service	-	-	-	-	-	-
TOTAL EXPENSES:	-	10,281	183,700	114,794	183,200	158,000
REV OVER/(UNDER) EXP	-	89,719	(90,200)	(17,669)	(53,700)	(28,500)
ENDING FUND BALANCE	-	89,719	(481)	72,049	36,019	7,519
Less: Net Capital Assets	-	-	-	-	-	-
Less: Customer Deposits	-	-	-	-	-	-
Changes to Fund Balance	-	-	-	-	-	-
UNRESTRICTED FUND BALANCE	-	89,719	(481)	72,049	36,019	7,519



Town of Northlake
EQUIPMENT SERVICES FUND

Fund: 505	FY 2016	FY 2017	FY 2018	FY 2018	FY 2018	FY 2019
	Actual	Actual	Original	Actual	Projected	Preliminary
			Budget	As of 06/30	Budget	Budget
BEGINNING FUND BALANCE:	335,090	370,929	778,413	778,413	778,413	781,913
REVENUES:						
Equip. Service Revenue-PD	69,750	110,000	110,000	82,500	110,000	110,000
Equip. Service Revenue-PW	25,000	25,000	25,000	18,750	25,000	25,000
Equip. Service Revenue-Utilities	25,000	125,000	75,000	56,250	75,000	75,000
Equip. Service Revenue-Dev	-	-	12,000	9,000	12,000	12,000
Sale of Equipment Proceeds	-	-	11,000	2,683	11,000	11,000
Transfers from GF	12,500	-	-	-	-	-
Transfer from Debt Fund	-	305,000	-	-	-	-
Transfers from UF	-	-	-	-	-	-
Bond Proceeds	-	-	-	-	-	-
Insurance Proceeds	-	49,677	-	32,878	-	-
Other Revenue	363	9,067	500	1,905	500	500
TOTAL REVENUE:	132,613	623,745	233,500	203,966	233,500	233,500
EXPENSES:						
Payroll & Benefits	-	-	-	-	-	-
Supplies	-	-	-	-	-	-
Maintenance	3,388	44,818	2,000	35,831	2,000	2,000
Utilities	-	-	-	-	-	-
Services	93,386	171,443	-	-	-	-
Capital Outlay	-	-	223,000	208,434	223,000	-
Transfers	-	-	-	-	-	-
Lease Purchase Debt Service	-	-	5,000	-	5,000	-
TOTAL EXPENSES:	96,774	216,260	230,000	244,265	230,000	2,000
REV OVER/(UNDER) EXP	35,839	407,484	3,500	(40,299)	3,500	231,500
ENDING FUND BALANCE	370,929	778,413	781,913	738,114	781,913	1,013,413
Less: Net Capital Assets	(322,581)	(667,552)	(667,552)	(667,552)	(667,552)	(667,552)
Less: Customer Deposits	-	-	-	-	-	-
Changes to Fund Balance	-	-	-	-	-	-
UNRESTRICTED FUND BALANCE	48,348	110,861	114,361	70,562	114,361	345,861
Budget Requests:						
2 Police Vehicles						110,000
Pubic Works Dump Truck						130,000
Public Works Trailer						27,000
Total Budget Requests						267,000
REVISED REV OVER/(UNDER) EXP						(35,500)
REVISED ENDING UNRESTRICTED FUND BAL						78,861



Town of Northlake
BUILDING SERVICES FUND

Fund: 506	FY 2016 Actual	FY 2017 Actual	FY 2018 Original Budget	FY 2018 Actual As of 06/30	FY 2018 Projected Budget	FY 2019 Preliminary Budget
BEGINNING FUND BALANCE:	-	264,839	589,702	589,702	589,702	158,412
REVENUES:						
Mayor & Council	-	825	400	300	400	8,333
Administration-GF	14,546	16,000	7,000	5,250	7,000	10,417
Town Secretary	6,325	6,958	3,100	2,325	3,100	4,167
Municipal Courts	18,973	20,870	9,200	6,900	9,200	12,500
Development	7,905	8,696	3,800	2,850	3,800	5,208
Police	56,919	62,611	27,400	20,550	27,400	58,333
Public Works	15,811	17,392	7,600	5,700	7,600	18,750
Administration-HOT	1,581	1,739	800	600	800	1,042
Administration-EDC	1,581	1,739	800	600	800	1,042
Administration-CDC	1,581	1,739	800	600	800	1,042
Administration-WS Fund	4,427	4,870	2,200	1,650	2,200	6,250
Utility Department	15,811	17,392	7,900	5,925	7,900	22,917
Maintenance Reserve	260,001	250,000	-	-	-	-
Interest Income	-	1,159	-	1,856	-	-
Insurance Proceeds	-	43,812	-	3,025	-	-
TOTAL REVENUE:	405,461	455,803	71,000	58,130	71,000	150,000
EXPENSES:						
Payroll & Benefits	-	-	-	-	-	-
Building Lease	21,860	21,684	21,660	16,879	21,660	146,660
Supplies	3,331	2,304	3,100	3,579	3,100	3,100
Maintenance	6,446	5,562	8,000	12,909	8,000	8,000
Utilities	24,730	24,473	30,500	9,145	15,000	15,000
Services	84,255	76,916	7,200	11,136	7,200	84,552
Capital Outlay	-	-	475,000	87,809	547,330	-
Transfers	-	-	-	-	-	-
Lease Purchase Debt Service	-	-	-	-	-	-
TOTAL EXPENSES:	140,622	130,939	545,460	141,458	602,290	257,312
REV OVER/(UNDER) EXP	264,839	324,863	(474,460)	(83,328)	(531,290)	(107,312)
ENDING FUND BALANCE	264,839	589,702	115,242	506,375	58,412	51,101
Less: Net Capital Assets	(27,190)	(24,071)	(24,071)	(24,071)	(24,071)	(24,071)
Changes to Fund Balance	-	-	-	-	-	-
UNRESTRICTED FUND BALANCE	237,649	565,631	91,171	482,304	34,341	27,030

Budget Requests:

General Fund transfer for Town Commons audio visual 100,000

Total Budget Requests	100,000	-
REVISED REV OVER/(UNDER) EXP	(431,290)	(107,312)
REVISED ENDING UNRESTRICTED FUND BAL	134,341	27,030



Town of Northlake
DEPARTMENT REPORT

	FY 2016 Actual	FY 2017 Actual	FY 2018 Original Budget	FY 2018 Actual As of 5/31	FY 2018 Projected Budget	FY 2019 Preliminary Budget
COUNCIL						
EXPENDITURES:						
Payroll & Benefits	2,103	1,997	2,600	1,801	2,600	2,600
Supplies	817	625	1,100	1,826	2,040	1,940
Maintenance	205	65	-	-	-	-
Utilities	822	629	750	632	750	750
Services	9,933	12,640	15,000	22,437	16,900	7,500
Capital Outlay	-	-	-	-	-	-
Transfers	-	825	900	5,175	6,900	14,833
Lease Purchase Debt Service	-	-	-	-	-	-
TOTAL EXPENSES:	13,879	16,781	20,350	31,870	29,190	27,623
ADMINISTRATION						
EXPENDITURES:						
Payroll & Benefits	290,158	321,999	342,540	244,532	342,540	352,811
Supplies	10,033	14,336	15,725	4,052	7,925	7,925
Maintenance	306	4,933	650	7,703	8,450	650
Utilities	2,147	1,529	1,200	1,044	1,200	1,200
Services	278,553	180,012	228,325	117,826	203,325	228,325
Capital Outlay	-	-	-	-	-	-
Transfers	15,546	66,000	16,000	14,250	19,000	22,417
Lease Purchase Debt Service	-	-	-	-	-	-
TOTAL EXPENSES:	596,743	588,808	604,440	389,406	582,440	613,328
TOWN SECRETARY						
EXPENDITURES:						
Payroll & Benefits	86,698	92,896	97,315	72,746	97,315	98,853
Supplies	2,323	2,369	3,610	1,890	3,610	3,610
Maintenance	51	146	500	-	500	500
Utilities	485	-	-	-	-	-
Services	9,781	17,340	16,650	10,653	20,150	24,750
Capital Outlay	-	-	-	-	-	-
Transfers	6,759	112,631	900	6,075	8,100	9,167
Lease Purchase Debt Service	-	-	-	-	-	-
TOTAL EXPENSES:	106,097	225,382	118,975	91,364	129,675	136,880



Town of Northlake
DEPARTMENT REPORT

	FY 2016 Actual	FY 2017 Actual	FY 2018 Original Budget	FY 2018 Actual As of 5/31	FY 2018 Projected Budget	FY 2019 Preliminary Budget
MUNICIPAL COURT						
EXPENDITURES:						
Payroll & Benefits	184,886	197,385	211,065	149,435	207,265	208,835
Supplies	3,286	3,794	6,040	2,494	6,040	6,040
Maintenance	3,266	2,537	-	-	-	-
Utilities	-	-	-	-	-	-
Services	(1,673)	32,257	54,500	21,139	34,000	30,500
Capital Outlay	-	-	-	-	-	-
Transfers	20,277	20,870	21,200	18,900	25,200	28,500
Lease Purchase Debt Service	-	-	-	-	-	-
TOTAL EXPENSES:	210,042	256,844	292,805	191,968	272,505	273,875
DEVELOPMENT SERVICES						
EXPENDITURES:						
Payroll & Benefits	68,981	75,249	135,518	89,469	154,428	160,563
Supplies	3,999	1,738	4,700	2,282	5,000	5,000
Maintenance	1,297	546	150	400	400	400
Utilities	630	579	600	873	1,200	1,200
Services	384,051	308,282	382,450	218,295	371,525	357,850
Capital Outlay	-	-	-	-	-	-
Transfers	8,449	8,696	8,800	16,725	22,300	23,708
Lease Purchase Debt Service	-	-	-	-	-	-
TOTAL EXPENSES:	467,406	395,090	532,218	328,044	554,853	548,721
POLICE						
EXPENDITURES:						
Payroll & Benefits	824,652	939,339	1,209,154	850,444	1,216,854	1,262,779
Supplies	60,634	66,044	87,328	52,263	88,828	92,643
Maintenance	31,660	25,640	41,228	45,479	49,578	45,336
Utilities	6,344	5,247	7,500	6,713	7,500	8,600
Services	41,993	56,079	59,360	15,716	56,680	63,108
Capital Outlay	2,484	-	27,225	7,952	19,810	-
Transfers	130,582	172,611	137,400	138,300	220,400	215,333
Lease Purchase Debt Service	-	-	-	-	-	-
TOTAL EXPENSES:	1,098,349	1,264,959	1,569,195	1,116,867	1,659,650	1,687,799



Town of Northlake
DEPARTMENT REPORT

	FY 2016 Actual	FY 2017 Actual	FY 2018 Original Budget	FY 2018 Actual As of 5/31	FY 2018 Projected Budget	FY 2019 Preliminary Budget
PUBLIC WORKS - GENERAL FUND						
EXPENDITURES:						
Payroll & Benefits	176,630	243,269	386,725	223,663	386,725	343,328
Supplies	24,490	27,809	37,605	27,504	39,105	42,180
Maintenance	150,818	150,524	245,850	167,096	234,750	158,725
Utilities	4,234	9,563	9,045	4,803	11,025	11,025
Services	43,872	34,933	28,000	16,156	28,000	28,000
Capital Outlay	-	-	6,000	1,590	1,590	6,000
Transfers	41,898	42,392	42,600	34,200	45,600	56,750
Lease Purchase Debt Service	-	-	-	-	-	-
TOTAL EXPENSES:	441,942	508,489	755,825	475,011	746,795	646,008
NON-DEPARTMENTAL - GENERAL FUND						
EXPENDITURES:						
Payroll & Benefits	1,360	1,133	15,000	2,952	15,000	15,000
Supplies	13	41	-	462	-	-
Maintenance	-	5,598	-	-	-	-
Utilities	-	-	-	-	-	-
Services	76,990	58,648	124,706	75,173	124,706	82,206
Capital Outlay	-	-	-	-	-	-
Transfers	534,416	350,000	900	-	-	-
Lease Purchase Debt Service	-	-	-	-	-	-
TOTAL EXPENSES:	612,778	415,420	140,606	78,587	139,706	97,206
ADMINISTRATION - UTILITY FUND						
EXPENSES:						
Payroll & Benefits	76,329	111,994	129,467	66,375	133,467	100,533
Supplies	6,148	5,795	8,700	1,721	24,200	4,200
Maintenance	51	1,322	100	4,186	4,600	100
Utilities	43	-	-	-	-	-
Services	101,964	114,912	25,350	24,976	29,850	35,850
Capital Outlay	-	-	-	6,801	-	-
Transfers	129,731	154,870	155,200	154,650	156,200	240,250
Lease Purchase Debt Service	-	-	-	-	-	-
TOTAL EXPENSES:	314,267	388,893	318,817	258,709	348,317	380,933



Town of Northlake
DEPARTMENT REPORT

	FY 2016 Actual	FY 2017 Actual	FY 2018 Original Budget	FY 2018 Actual As of 5/31	FY 2018 Projected Budget	FY 2019 Preliminary Budget
PUBLIC WORKS - UTILITY FUND						
EXPENSES:						
Payroll & Benefits	168,345	219,216	315,061	211,750	323,011	343,328
Supplies	20,635	32,751	97,095	21,496	41,595	47,050
Maintenance	104,670	106,183	136,200	64,946	106,700	105,700
Utilities	986,418	1,649,035	2,046,620	1,117,259	2,046,620	2,546,620
Services	72,170	38,649	41,800	30,189	46,800	41,800
Capital Outlay	-	-	210,000	113,074	184,000	184,000
Transfers	41,898	142,392	143,900	73,425	97,900	112,917
Lease Purchase Debt Service	-	-	-	-	-	-
TOTAL EXPENSES:	1,394,136	2,188,227	2,990,676	1,632,137	2,846,626	3,381,415
PUBLIC WORKS - NON-DEPARTMENTAL						
EXPENSES:						
Payroll & Benefits	25	-	-	-	-	-
Supplies	-	-	-	-	-	-
Maintenance	-	-	-	-	-	-
Utilities	-	-	-	-	-	-
Services	17,774	28,865	25,085	15,673	25,085	-
Capital Outlay	-	-	-	-	-	-
Transfers	-	-	-	-	-	-
Lease Purchase Debt Service	-	-	-	-	-	-
TOTAL EXPENSES:	17,799	28,865	25,085	15,673	25,085	-



Regular Session

Agenda Item 3



Public Input

Agenda Item 4



Consent Items

Agenda Item 5



Peter Dewing, Mayor
Brian Montini, Mayor Pro Tem, Council Place 3
Rena Hardeman, Council Place 1

Jimmy Lambert, Council Place 2
Roger Sessions, Council Place 4
Danny Simpson, Council Place 5

**Town Council Meeting Minutes
Thursday, June 28, 2018
Chamber Room
1400 FM 407 –Northlake, Texas**

1. Mayor Peter Dewing called the regular work session to order at 7:00 pm, quorum present

Council present: Peter Dewing, Rena Hardeman, Jimmy Lambert, Brian Montini, Roger Sessions, Danny Simpson

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: Ashley Dierker, Legal Counsel; Ben McGahey, PE, Town Engineer

2. Briefing Items

- A. Jim Wills, Lead Developer and Ryan Hughey, Taylor Morrison Homes, presented The Ridge at Northlake (formerly Heritage Fields) development south of Robson Ranch Road
- B. Discussions were held on proposed revisions to Section 2.6 Notice of Meetings and Agenda for Meeting of the Northlake Town Council Rules of Order
- C. Discussion were held on Dark Sky Lighting Requirements in Unified Development Code and Engineering Design Manual
- D. Discussions were held on broadcasting of council meetings, including cost of equipment

3. Mayor Dewing called the regular meeting to order at 7:51 pm, quorum present

Mayor Dewing led the audience in the Pledge of Allegiance and a Moment of Silence

4. Public Input

Cliff Travis, resident of Northlake, stated his opposition to the proposed fireworks ordinance on the agenda due to lack of police resources, cost to town personnel

5. Consent Items

Mayor Dewing pulled items G & H per Councilmember Hardeman's request for further discussion

Councilmember Sessions moved to approve Items E & F. 2nd by Mayor Pro Tem Montini

Vote: motion passed unanimous

For: Sessions, Montini, Hardeman, Lambert, Simpson

Against: None



- E. Town Council meeting minutes of June 14, 2018
- F. Interlocal Cooperation Agreement with Denton County for Tax Collection

Mayor Pro Tem Montini moved to approve Items G & H. 2nd by Councilmember Lambert

Vote: motion carried unanimous

For: Montini, Lambert, Hardeman, Sessions, Simpson

Against: None

- G. Interlocal Cooperation Agreement with Denton County for Tax Collection PID No 1 (Harvest)
- H. Interlocal Cooperation Agreement with Denton County for Tax Collection for PID No. 2 (The Highlands)

Mayor Dewing recessed the council from regular session at 7:59 pm

6. Tax Increment Reinvestment Zone No. 1 Board of Directors Meeting

Chairman Dewing convened the BOD meeting at 7:59 pm

Chairman Dewing adjourned the BOA meeting at 8:05 pm

Mayor Dewing reconvene the council into regular session at 8:05 pm

7. Regular Items

- I. An Ordinance amending Article 6.03 “Fireworks” of the Code of Ordinances of the Town, allowing the detonation of fireworks in certain situations and regulating said detonation and the use thereof (Ord. No. 18-0628)

Received written communications from residents who were opposed to the ordinance: Mike and Sherri Ganz, Harris and Cheryl Hughey, Tammy Wright, Chris Amarante, Marie and Jerry Amarante

1st motion:

Councilmember Simpson moved to deny the ordinance. 2nd by Councilmember Sessions

Vote: Motion failed

For: Simpson, Sessions

Against: Montini, Lambert, Hardeman

2nd motion:

Mayor Pro Tem Montini moved to approve Ordinance No. 18-0628 allowing the use of fireworks within Town limits and include a clause in the ordinance allowing said use notwithstanding any provision in the international fire code that provides otherwise. 2nd by Councilmember Hardeman

Vote: Motion passed

For: Montini, Hardeman, Lambert

Against: Sessions, Simpson



- J. Councilmember Hardeman moved to approve the following appointment/reappointments to the Northlake Economic Development Corporation Board of Directors for a two-year term: Laura Montini, Austin Jackson, David Rettig (replaced Victor Rivera), Hillary Simpson. 2nd by Mayor Pro Tem Montini

Vote: motion passed unanimous
For: Hardeman, Montini, Lambert, Sessions, Simpson
Against: None

Councilmember Hardeman to approve the following appointments/reappointment to the Northlake Community Development Corporation Board of Directors for a two-year term: Ronald Berryman, Andy Gibson, Andrea Richardson. 2nd by Mayor Pro Tem Montini

Vote: motion passed
For: Hardeman, Montini, Lambert
Against: Sessions, Simpson

- K. Mayor Pro Tem Montini moved to approve tentative schedule for the remaining council meetings for this quarter-July 12 meeting canceled; meetings on July 26th, August 9th, August 30th and September 13th. 2nd by Councilmember Simpson

Vote: motion passed unanimous
For: Montini, Simpson, Sessions, Lambert, Hardeman
Against: None

8. Mayor Dewing convened the Council into Executive Session at 8:36 pm to discuss the items listed below:
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
- b. Section 551.071 consultation with the Town's attorney to seek advice on eminent domain actions to obtain right-of-way out of a certain 3.530 acre tract of land located in the Patrick Rock Survey, Abstract No. 1063 in Northlake, Denton County, Texas, for the construction and maintenance of roadway and utility improvements and other public purposes permitted by law



- c. Section 551.072 deliberation regarding the purchase, exchange, lease, or value of real property to be acquired as right-of-way out of a certain 3.530 acre tract of land located in the Patrick Rock Survey, Abstract No. 1063 in Northlake, Denton County, Texas, for the construction and maintenance of roadway and utility improvements and other public purposes permitted by law
- d. Section 551.071 with the Town's attorney to seek advice on eminent domain actions for drainage and temporary construction easements, out of that certain 56.40 acre tract of property owned by the Alma Doll Pratt Revocable Trust and the Shannon Lee Finucane Revocable Trust and located on the east side of Cleveland-Gibbs Road, south of FM 407 in Denton County, Texas, for the construction and maintenance of drainage improvements and other public purposes permitted by law
- e. Section 551.072 deliberation regarding the purchase, exchange, lease, or value of real property to be acquired as drainage and temporary construction easements, out of that certain 56.40 acre tract of property owned by the Alma Doll Pratt Revocable Trust and the Shannon Lee Finucane Revocable Trust and located on the east side of Cleveland-Gibbs Road, south of FM 407 in Denton County, Texas, for the construction and maintenance of drainage improvements and other public purposes permitted by law

Mayor Dewing reconvened the Council into Open Session at 8:46 pm

Action from Executive Session:

Councilmember Sessions moved to approve the agreement for and accept the drainage easement and temporary construction easement from the property owner located east of Cleveland-Gibbs Road and authorize Drew Corn to execute and file the same. 2nd by Councilmember Hardeman

Vote: motion passed unanimous
For: Sessions, Hardeman, Lambert, Montini, Simpson
Against: None

9. Mayor Dewing adjourned the meeting at 8:47 pm

Passed and approved on this the 26th day of July, 2018

Town of Northlake, Texas

Peter Dewing, Mayor

Attest:

Shirley Rogers, Town Secretary



3828.500.060.100

July 11, 2018

Mr. Drew Corn
Town Administrator
Town of Northlake
1400 FM 407
Northlake, TX 76247

Dear Mr. Corn:

Subject: Contract for Services - Fiscal Year 2019
Revised Technical Services Fee Schedule
Central Regional Wastewater System

The Trinity River Authority Board of Directors, in Board Action June 2018, approved the Technical Services Fee Schedule for Fiscal Year 2019 which is in connection with all contracting work relating to the analysis of water and wastewater, industrial inspections, and/or sampling services. According to our records, your current contract expires September 30, 2018. As in past years we propose to continue performing associated services to all Authority Contributing Parties under the provisions of a contract for services. Enclosed please find two (2) copies of the Trinity River Authority Contract for Services and Fee Schedules for Fiscal Year 2019 attached for your review and official authorization. Upon the City's approval for requested services between the City and Trinity River Authority, please return both notarized or sealed copies with Attachment A - Technical Services Fee Schedules for final execution to this office. After execution by the Authority's General Manager, one (1) original Contract for Services will be returned for your files unless otherwise noted by the City.

Please address and refer the correspondence regarding this matter to:

Trinity River Authority
Central Regional Wastewater System
6500 West Singleton Blvd.
Dallas, Texas 75212
Attention: Wm. B. Cyrus, Manager, Technical Services

July 11, 2018
FY-2019 Contract for Services
Page 2

To coordinate our efforts accordingly, the Authority requests the approval of the contract to begin on October 1, 2018, and terminate on date specified by the contracting party in Section VI. Please note that the contract may now be greater than one (1) year at the contracting party's preference.

Also enclosed are additional copies of our Board Approved Fiscal Year 2019 Services Fee Schedule for your use and files. The service fees are effective December 1, 2018 through November 30, 2019. Historically the fee schedule for these services is derived annually from the direct costs of performing each test, including manpower, materials, supplies, and equipment costs. Additionally, the cost associated with maintaining quality assurance is included in the cost of the test.

Should you have any questions concerning this contract or changes in fee schedule, please contact this office at your convenience.

Sincerely,



WM. B. CYRUS
Manager, Technical Services

BC/mlt

Enclosures

EXHIBIT A

TECHNICAL SERVICES FEE SCHEDULE

FOR

LABORATORY ANALYSES,

INDUSTRIAL INSPECTIONS

AND

INDUSTRIAL SAMPLING

FISCAL YEAR 2019

December 1, 2018 through November 30, 2019

NELAP CERTIFICATE T104704287-10-TX

CHEMICAL ANALYSES

Liquid Samples

Alkalinity:		Phosphorus:	
Total (*)(**)	\$16.25	Ortho (*)	\$16.85
		Total (*)	\$24.25
Biochemical Oxygen Demand:		Solids Testing (Gravimetric):	
5-Day (*)	\$35.65	Total (TS)	\$16.00
5-Day Carbonaceous (*)	\$33.70	Total Dissolved (TDS) (*)	\$24.70
5-Day Filtered (Dissolved)	\$40.50	Total Suspended (TSS) (*)	\$19.70
7-Day	\$37.75	Volatile Suspended (VSS) (*)	\$11.80
Extra Dilution (Each)	\$ 2.50	(after TSS)	
		Percent Solids, Total and Volatile	\$21.40
Chlorophyll "a"	\$24.20	Sulfate (*)	\$16.25
Chlorophyll "a" and Pheophytin	\$36.00		
Chemical Oxygen Demand (*)	\$24.50	Turbidity (*) (**)	\$13.30
Chloride (*)	\$16.25		
Conductance, Specific (*) (**)	\$13.75	UV254	\$23.00
Cyanide:		Mercury (*) (**)	\$34.40
Total (*)	\$39.50		
Amenable to Chlorination (*)	\$55.80		
Fluoride, Total (**)	\$16.25	Metals (EPA 200.8) (*) (**) (***):	\$19.90 ea
Glycols	\$21.70		
Hardness (*) (**)	\$26.00	Aluminum	Lead
Nitrogen:		Arsenic	Manganese
Ammonia (*)	\$22.80	Antimony	Molybdenum
Ammonia by Distillation (*)	\$28.25	Barium	Nickel
Kjeldahl, Total (*)	\$30.50	Beryllium	Selenium
Nitrate (*)	\$16.25	Boron	Silver
Nitrite (*)	\$16.25	Cadmium	Thallium
Total	\$39.65	Chromium	Tin
		Cobalt	Vanadium
Oil and Grease (*)	\$56.20	Copper	Zinc
		Iron	
Organic Carbon:		Minerals (*):	\$19.90 ea
Dissolved	\$27.70		
Total (*) (**)	\$23.70	Calcium	
		Magnesium	
pH (*)	\$14.80	Potassium (***)	

Solid Samples

Ammonia (***)	\$28.25
Chemical Oxygen Demand	\$41.50
Nitrogen, Kjeldahl, Total	\$33.95
Phosphorus, Total (***)	\$44.03
pH (***)	\$21.60
Mercury (***)	\$66.50
Metals Preparation	\$32.10

MICROBIOLOGICAL ANALYSES

Drinking Water:

Total Coliform (MMO/MUG) (**)	\$23.80	Coliform, Fecal (Membrane Filter (*))	\$20.60
Heterotrophic Plate Count	\$21.90	Coliform, Fecal (MPN (***))	\$51.00
		Coliform, Total (MPN-Q Tray)	\$21.35
		E. Coli (MPN-Q Tray) (*)	\$21.35
		Streptococcus, Fecal (Membrane. Filter) (*)	\$21.20
		Heterotrophic Plate Count	\$21.90
		Microscopic General Examination	\$25.00

TRACE ORGANIC (GC-GC/MS) ANALYSES

EPA 624 (*):		Pesticides/PCB	
3-Day (unpreserved)	\$148.90	EPA 608 (*):	
BTEX (only)	\$155.25	Full List	\$279.45
Trip Blanks	\$103.60	Chlorinated Pesticides (only)	\$187.10
Geosmin/MIB	\$ 98.00	PCB (aqueous and solid)	\$187.10
EPA 625 (*):		EPA 8082:	
Total Semi-Volatiles	\$211.00	Polychlorinated Biphenyls (PCB)	\$210.30
Semi-Volatile Trip Blank	\$181.00		

BY QUOTE

Chromium Hexavalent
Oil and Grease (solids)
Organophosphate Pesticide
Phenols
TCLP Metals
TCLP Organic Compounds
Total Petroleum Hydrocarbons (solids and liquids)

INDUSTRIAL PRETREATMENT SERVICES

SAMPLING

Composite Sample	\$ 210.00
Additional Composite Sample	\$ 105.00
Grab Sample	\$ 83.00
Additional Grab Sample	\$ 25.00
pH only	\$ 83.00
Field pH	\$ 17.00
Field Measurement	\$ 45.00
Sampling Event Cost for a Failed Sample	\$ 112.00
Industry Split Sample	\$ 25.00
Boat Fee	\$ 97.00
QA/QC Fee	\$ 18.00

PRETREATMENT ASSISTANCE

Inspection (permitted users)	\$ 910.00
Inspection (unpermitted users)	\$ 100.00
Permit Preparation (5yr permit)	\$2,000.00
Field Surveillance Event	\$ 675.00
Industrial User Survey Fee	Formula

Industrial User Survey Fee Formula:

(No. of Survey Entities¹ X \$3.75) + (No. of identified industrial users² X \$15.00)

Formula Footnotes:

¹ Users from the Texas Manufactures Guide List for Contracting Party's jurisdiction.

² Users that require further manufacturing process and discharge classification

PRETREATMENT SERVICES INCLUDE

- Grab Sampling
- Installation of Automatic Composite Samplers
- Field Testing Available
- Proper Field QA/QC
- Industry Split Sampling
- Sample Preservation
- Proper Chain of Custody
- Delivery to TRA Laboratory
- Sample Data Review with Report Summaries
- Appropriate Industrial User Pretreatment Classification
- Verification of Permit Application Data
- Chemical Inventory Review
- Permit Drafting
- Semiannual Report Review
- Appropriate Inspection Documentation
- Enforcement Guidance
- Consultation with Industries on Industrial Pretreatment

NELAC Accreditation

*Non-Potable Water

**Drinking Water

*** Solids

GENERAL SERVICE INFORMATION

1. Effective Date: December 1, 2018. All prices listed are per sample and subject to review.
2. All analyses are performed in accordance with "Standard Methods for the Examination of Water and Wastewater," 20th Edition, 1998 or most recent approved and/or EPA "Manual of Methods for Chemical Analysis of Water and Wastes," 1983 and the "3rd Edition of Solid Waste Manual SW 846."
3. Prices include a 10 percent charge added to the analyses cost to maintain the normal quality assurance program.
4. Standard turn-around time is considered 15 business days for most testing. Priority is half of the standard time. Customer requiring PRIORITY turn-around time will be billed at one and one-half (1 ½) times the routine rate. Customer requiring RUSH turn-around time, run immediately on the next or a special run, will be billed at two times the normal rate. It is recommended to call in advance of sample submission or inquire at the time of submission for estimated turn-around time.
5. The Laboratory will follow instructions as stated on the Chain-of-Custody submitted with samples. The Customer may be contacted by the lab representative on any variance issues and written instruction may be requested concerning the variance.
6. For EPA624 VOC 3 day analysis, do not lower the pH of the sample.
7. Sampling supplies will be provided upon request at a reasonable charge. Bacteriological sampling supplies are included in the cost of analyses.
8. Samples other than bacteriological samples should be delivered to the laboratory before 4:00 p.m. on weekdays. Samples cannot be accepted on weekends or holidays unless special arrangements are made in advance. Bacteriological samples should be delivered prior to 2:00 p.m. unless special arrangements are made in advance. For after-hour samples, please call and arrange for leaving in cold storage vault with analyses request form.
9. A monthly invoice for completed analyses is mailed the following month.
10. Laboratory hours are weekdays 7:00 a.m. to 4:30 p.m. To contact the lab about emergency samples use the number below.
11. Environmental Field, Engineering Field and Pretreatment Services office hours are Monday through Friday, 8:00 a.m. to 5:00 p.m. For after-hour emergencies, leave message with computer operator.
12. Environmental Field and Engineering Field Services are requested to be scheduled a minimum of 72 hours in advance.
13. Laboratory Certificate Number T104704287-10-2.

FOR MORE INFORMATION, CONTACT:

METRO: (972) 263-2251

FAX: (972) 975- 4414

WILLIAM B. CYRUS

**Manager
Technical Services**

JOHN DURBIN

**Manager
Collection System Group**

**CRAIG HARVEY
Laboratory Division
Chief**

**JENNIFER MOORE
Environmental Service
Coordinator**

**JAMES MCDONALD
Technical Services Engineer**

**CATHY SIEGER
Quality Assurance
Coordinator**

**CRAIG CROWDER
Technical Services Engineer**

**NELAC Accreditation
*Non-Potable Water
**Drinking Water
*** Solids**

EXHIBIT B

CONTRACT FOR TECHNICAL SERVICES

I. CONTRACTING PARTIES

The Receiving Agency: ^{TOWN} ~~CITY~~ of Northlake, whose authorized address is
1400 Fm 407 Northlake, TX 76247

The Performing Agency: Trinity River Authority of Texas, whose authorized address is 5300 South Collins, P. O. Box 240, Arlington, Texas 76004-0240, Attention: J. Kevin Ward, General Manager (or his designated representative).

II. STATEMENT OF SERVICES TO BE PERFORMED

In order to discharge the responsibilities associated with the enforcement of Federal, State, and municipal regulations, the Receiving Agency requires services of a laboratory qualified to perform water and wastewater analysis, and of personnel to conduct industrial inspection and/or sampling services, such services detailed in Section A, Subsection(s) 1-2-3, below.

A. PERFORMANCE OF SERVICES

1. Non-Significant Industrial User Inspection and Classification Services:

The Receiving Agency employs the Performing Agency and the Performing Agency agrees to perform industrial user survey services and inspections for non-significant industrial users within the parameters listed on the attached schedule sheet and in accordance with the Receiving Agency's Industrial Waste Ordinances and Sewer Ordinances Numbers 12-0112 B.

The Performing Agency shall perform all industrial user survey activities including organization of users to be surveyed utilizing the Texas Manufacturing Guide, notification to industrial users that require completion of the Receiving Agency's Industrial User Survey Form, industrial user inspections as needed, and proper classification and documentation of industrial users' discharge practices. Performing Agency will provide on behalf of the Receiving Agency updates to the Texas Commission on Environmental Quality (TCEQ) when required. Industrial user survey procedures are established by the Trinity River Authority to meet industrial discharge notification requirements found in the Texas Pollutant Discharge Elimination System Permits issued to the Trinity River Authority and in accordance with 40 CFR § 403.8. Documentation associated with the industrial user survey shall be maintained as required by EPA General Pretreatment Regulations, 40 CFR § 403.12.

2. Significant Industrial User Permit and Inspection Services:

The Receiving Agency employs the Performing Agency and the Performing Agency agrees to perform permitting and industrial inspection services for significant industrial users within the parameters listed on the attached schedule sheet.

The Performing Agency shall perform all Industrial Pretreatment Inspections, review permit applications and prepare for submittal Permits to Discharge Industrial Wastes to the Sanitary Sewer in accordance with procedures established by the Trinity River Authority of Texas in accordance with 40 CFR Part 403.8. Industrial Pretreatment Inspections, Application reviews and permit preparations and submittals shall be in

compliance with the Receiving Agency's Industrial Waste Ordinances, Sewer Ordinance Numbers 12-0112B, and EPA General Pretreatment Regulations for Existing and New Sources. Records of Inspections, Applications and Permits shall be maintained as required by EPA General Pretreatment Regulations, 40 CFR § 403.12.

3. Industrial User Sampling Services:

The Receiving Agency employs the Performing Agency and the Performing Agency agrees to perform industrial user sampling services within the parameters listed on the attached schedule sheet and in accordance with the Receiving Agency's Industrial Waste Ordinances and Sewer Ordinance Numbers 12-0112B.

The Performing Agency shall perform all sample collections, sample preservation, and maintenance of chain-of-custody records in accordance to the approved procedures set forth in Test Methods for Evaluating Solid Waste, EPA Manual SW-846, Methods for Chemical Analysis of Water and Wastes, EPA Manual EPA-600/4-79-020, and the Handbook for Sampling and Sample Preservation of Water and Wastewater, EPA Manual EPA-600/4-82-029. The samples shall be properly collected, preserved and delivered by the Performing Agency to the Performing Agency's laboratory located at 6500 West Singleton Blvd., Dallas, Texas. When feasible, the Performing Agency will conduct flow or time composited sampling. When composited sampling is not feasible, grab sampling will be performed.

4. Analytical Services:

The Receiving Agency employs the Performing Agency and the Performing Agency agrees to perform analytical services within the parameters listed on the attached schedule sheet.

The Receiving Agency will collect samples and deliver them to the laboratory for analysis. It is understood that these samples will be properly collected and preserved in accordance with applicable sections of A Practical Guide to Water Quality Studies of Streams, Federal Water Pollution Control Administration publication and Methods for Chemical Analysis for Water and Wastes, EPA manual, as well as the latest edition of Standard Methods for the Examination of Water and Wastewater. Additionally, requirements set by the National Environmental Laboratory Accreditation Conference will be followed as mandated by the Texas Commission on Environmental Quality for state accreditation. A chain-of-custody procedure shall be maintained in the field and the laboratory in accordance with procedures to be established by the Receiving Agency. The Receiving Agency will furnish chain-of-custody.

The Performing Agency will perform all analyses according to the approved procedures set forth in Standard Methods for the Examination of Water and Wastewater, current edition or the latest edition of Methods for Chemical Analysis of Water and Wastes, EPA manual. Additionally, requirements set by the National Environmental Laboratory Accreditation Conference will be followed as mandated by the Texas Commission on Environmental Quality for state accreditation. Samples will be analyzed by these methods on the production basis, to include appropriate analytical quality assurance procedures. Records will be kept for documentation of the Performing Agency's quality assurance program and copies will be available to the Receiving Agency upon request. Unusual interferences and problems will be reported to the Receiving Agency at its authorized address noted above. Research into specific techniques to overcome these difficulties will be undertaken when practical, and by mutual agreement. The chain-of-custody sheet submitted with each sample will designate the particular analysis or analyses to be made of each sample submitted.

The laboratory will be operated in such a manner as to ensure the legal sufficiency of the sample handling; analytical and reporting procedures; and to remedy defects in the procedures should such be discovered.

The various laboratory personnel shall be directed upon receipt of written notice from the Receiving Agency 72 hours in advance, to appear and testify in enforcement actions. In such event, travel and per diem expenses for such employees shall be paid by the Receiving Agency. Travel and per diem for court appearances hereunder shall be based on current Texas law.

Receiving Agency may deliver to Performing Agency samples for analyses separate and apart from those samples collected by the Performing Agency. When the Receiving Agency delivers samples to the Performing Agency for analyses, the Receiving Agency shall indicate the nature and extent of the analysis it desires to be conducted. Performing Agency shall not be responsible for the manner of collection or chain-of-custody or sheets which are matters entirely outside Performing Agency's control. Performing Agency shall receive, log and perform such analyses of samples in accordance with that part of the chain-of-custody procedures identified as Transfer of Custody and Storage attached hereto.

Samples analyzed to maintain the normal quality assurance program which the Performing Agency presently maintains in its laboratory will be charged to the Receiving Agency at the same rate as submitted samples.

B. TERMINATION

Either party to this Contract may terminate the Contract by giving the other party thirty days' notice in writing at their authorized address as noted previously. Upon delivery of such notice by either party to the other and before expiration of the thirty-day period, the Performing Agency will proceed promptly to cancel all existing orders, contracts, and obligations which are chargeable to this Contract. As soon as practicable after notice of termination is given, the Performing Agency will furnish Receiving Agency an invoice for work performed under this Contract through its termination. The Receiving Agency will pay the Performing Agency for the work performed less all prior payments. Copies of all completed or partially completed reports, documents, and studies prepared under this Contract will be delivered by the Performing Agency to the Receiving Agency when and if this Contract is terminated prior to the completion of the prescribed work.

C. AMENDING THE CONTRACT

The parties hereto may alter or amend this Contract upon advance written agreement of both parties to exclude work being performed or to include additional work to be performed and to adjust the consideration to be paid hereunder by virtue of alterations or amendments.

III. BASIS FOR CALCULATING REIMBURSABLE COSTS

The financial basis for calculating reimbursable costs shall be as stated in Attachment A, said Attachment A shall be revised and updated annually. Any revisions will be incorporated by reference herein. A cost analysis shall be prepared each year by the Trinity River Authority of Texas and shall be approved by the Trinity River Authority of Texas Board of Directors prior to effective date of said revision.

The expenditures by the Trinity River Authority of Texas of funds paid to it under this Contract shall be subject to such State or Federal audit procedures as may be required by law and by

accepted practices of the State or Federal auditor, or both, if requested. The Trinity River Authority of Texas shall be responsible for maintaining books of account that clearly, accurately and currently reflect financial transactions. The financial records must include all documents supporting entries on the account records which substantiate costs. The Trinity River Authority of Texas must keep the records readily available for examination for a period of three years after the close of the last expenditure.

IV. CONTRACT AMOUNT

The total costs charged by the Authority to the Receiving Agency shall not exceed dollars (\$ 3,000) per annum during the term of this Contract, unless mutually agreed by the parties hereto.

V. PAYMENT FOR SERVICES

The Performing Agency shall bill the Receiving Agency monthly for services performed. Charges for these services shall be based on the attached cost schedules.

The Receiving Agency shall pay the monthly billings of the Performing Agency within thirty days of their receipt.

VI. TERM OF CONTRACT

This Contract is to begin Oct 1, 2018 and shall terminate Sept 30, 2019, subject to Section II, paragraph B of this contract.

VII. INTERLOCAL AGREEMENT

Inasmuch as the Receiving Agency and the Performing Agency are political subdivisions of this state, and inasmuch as the testing of water and wastewater are critical to the maintenance of public health and such testing is therefore, a governmental function and service, this contract is entered into pursuant to the Interlocal Cooperation Act, Chapter 791, Texas Government Code.

Receiving Agency:

^{Town}
~~CITY~~ OF Northlake

BY: _____

TITLE: _____

DATE: _____

ATTEST: _____
(SEAL)

Performing Agency:

TRINITY RIVER AUTHORITY OF TEXAS

BY: _____

GENERAL MANAGER

DATE: _____

ATTEST: _____
(SEAL)

CHAIN-OF-CUSTODY PROCEDURES

Sample Collection and Shipment

1. To the maximum extent achievable, as few people as possible should handle a sample.
2. Stream and effluent samples should be obtained using standard field sampling techniques and preservation procedures.
3. Chain-of-Custody sheets should be attached to each sample at the time it is collected. Sample containers must be appropriate for requested testing with appropriate preservation and legibly labeled. The tag or sheet contains basically laboratory (requested parameters) information; however, certain identifying items including City, City Code, Contact Name and Phone Number, Type Sample Matrix, Material Sampled, and Method of Preservation must be completed by the field personnel collecting the sample. In completing the Chain-of-Custody tag or sheet, care should be utilized to insure that all necessary information is correctly and legibly entered onto the form. A black ballpoint with water proof ink should be used at all times.
4. During shipment, samples should be appropriately cooled. TRA lab receiving technician will check temperature.

Transfer of Custody and Storage

1. All samples should be handled by the minimum possible number of persons.
2. All incoming samples shall be received by the laboratory technician or his alternate, and logged into a database. Information to be entered into the database shall include the client sample number, date received, source, time(s) sampled, date(s) sampled, and analyses requested and comments from the Chain of Custody.
3. Promptly after logging, the custodian technician will distribute the sample to an analyst or place the sample in the secure sample vault, which will be locked at all times except when samples are removed or returned by analysts. The sample will be tracked internally in the lab.
4. Samples shall be kept in the sample storage security area at all times when not actually being used by analysts, such as during overnight absences. The technician shall ensure that heat-sensitive samples, or other sample materials having unusual physical characteristics, or requiring special handling, are properly stored and maintained.
5. A log of sample removal and replacement will be kept in the secure sample vault and be retained as a permanent record of the laboratory.
6. The original Chain of Custody and a Sample Evaluation/Variance record shall be sent by the laboratory to the appropriate Receiving Agency control point as part of the final data report.



Board of Adjustment

Agenda Item 6



**TOWN OF NORTHLAKE, TEXAS
BOARD OF ADJUSTMENT MEETING
THURSDAY, JULY 26, 2018 AT 7:00 PM
1400 FM 407-CHAMBER ROOM
NORTHLAKE, TEXAS**

1. Call to Order

Call meeting to order and announce a quorum is present by Chairman

- 2. Public Hearing** – To receive comments for or against a request for a variance to the minimum parking requirements for Warehousing/Distribution Center uses established in Article 10, Sec. 10.4 of the Unified Development Code for a 32.177-acre tract of land in the B.B.B. & C.R.R. Company Survey, Abstract No. 189, and the H.W. Cooke Survey, Abstract No. 310, to be platted as Lot 3, Block A, Alliance Northport Addition, located on the east side of Interstate Highway 35W approximately 800 feet south of Dale Earnhardt Way and zoned Industrial (I). AIL Investment LP is the owner/applicant. Case # VR-18-003.

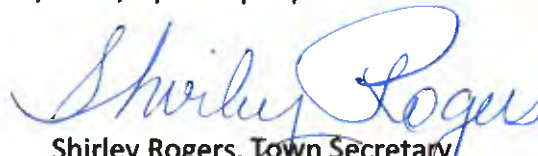
3. Agenda Item

Discuss, Consider and Act on Variance Request 18-003 to reduce the minimum parking requirement for Warehousing/Distribution Center use to 1 space per 10,000 square feet of total floor area for Lot 3, Block A, Alliance Northport Addition, which is zoned Industrial (I).

4. Adjournment

CERTIFICATE

I hereby certify that the above agenda was posted at the Town Hall of Town of Northlake, Texas, on Thursday, July 19, 2018, by 6:00 pm pursuant to the Texas Government Code Chapter 551.


Shirley Rogers, Town Secretary

Memo

To: Honorable Mayor and Town Council acting as the Board of Adjustment
From: Nathan Reddin, Development Director
CC: Drew Corn, Town Administrator
Shirley Rogers, Town Secretary
Date: July 26, 2018
Re: Parking variance request for Lot 3, Block A, Alliance Northport Addition

Purpose: To hold a public hearing and consider a variance request to the minimum parking requirements for Warehousing/Distribution Center uses established in Article 10, Sec. 10.4 of the Unified Development Code for a 32.07-acre tract of land in the B.B.B. & C.R.R. Company Survey, Abstract No. 189, and the H.W. Cooke Survey, Abstract No. 310, to be platted as Lot 3, Block A, Alliance Northport Addition, located on the east side of IH 35W approximately 800 feet south of Dale Earnhardt Way and zoned Industrial (I)

Public Hearing Information: A public hearing and official notice is required for all applications to the Board of Adjustment (BOA) for a variance. Notice of the public hearing and agenda item was published in the Denton Record Chronicle, and a notice was mailed 10 days prior to the public hearing, to all Northlake property owners within 200 feet of the subject property. Staff has received no responses from the notifications as of the writing of this memo. Any responses received prior to the public hearing will be presented at the Town Council meeting.

Owner/Applicant: AIL Investment LP

Engineer/Surveyor: Peloton Land Solutions, Inc.

Background: Alliance Northport is the Hillwood development planned for approximately 255 acres on the east side of IH 35W extending from Sam Lee Lane on the south to the U.S. Army Corps of Engineers property north of Dale Earnhardt Way. AIL Investment LP is a Hillwood entity that purchased the property and plans to develop it with a mix of industrial, office and retail uses. Alliance Northport Building 1 on Lot 3, Block A of Alliance Northport Addition is the second lot and building to be developed with the site plan and final plat for the project on this same Council meeting agenda. The first building in the development, the 1.2 million square-foot Building 3, is currently under construction southeast of this site. The applicant requested a similar parking variance for it which was approved by the BOA on April 12, 2018.

Analysis: Building 1 is proposed to be 500,076 square feet and used as a warehouse/distribution center. The parking standards in Article 10 of the UDC require that a minimum of "1 space for each 2 employees or 1 space for each 1,000 square feet of total floor area, whichever is greater" be provided. 501 parking spaces are necessary to meet the standard for the proposed building. The developer has

extensive experience with similar buildings and is working with potential tenants that know approximately how many parking spaces will be necessary. The site plan has been designed to meet the parking needs for the most likely use of the building. It proposes 255 parking spaces with an additional 163 parking spaces which may be constructed in the future as necessary. This provides an ultimate total of 418 parking spaces. This does not include the 86 trailer parking spaces that will also be provided. The applicant has submitted a variance request due to the substantial difference between the Town's standard parking requirement and those that are deemed necessary by the developer. The request is that the parking requirement for Lot 1, Block A, Alliance Northport Addition, be "a minimum of 1 parking space for each 10,000 square feet of total floor area" which would require a minimum of 51 spaces for the building as planned.

The UDC authorizes the Town Council to serve as the Board of Adjustment (BOA). Among the powers of the BOA is the authority to grant variances from specific regulations set forth in the UDC, including parking regulations, as may be necessary to secure appropriate development of a parcel of land which differs from other parcels in the district by being of such restricted area, shape, or slope that it cannot be appropriately developed without such modification. In exercising its power to grant a variance in accordance with UDC, the BOA shall make findings and show in its minutes:

1. That literal enforcement of the controls will create an unnecessary hardship or practical difficulty in the development of the affected property, and

The parking standard for this large of a building requires more parking than is deemed necessary by the developer. The additional parking spaces will significantly impact the developability of the property by requiring a smaller building or the conversion of truck court area for parking spaces which likely will not get used.

2. That the situation causing the hardship or difficulty is unique to the affected property and is not self-imposed, and

While Northlake has a few buildings of similar size, a 500,000 square-foot building and a site that can accommodate it is still unique. There are only a limited number of properties that can accommodate such a building economically. The use of such large buildings which are designed for warehouse/distribution center use typically do not need as many employees per square foot as smaller buildings. Being only the second building and the second request for a variance to the parking requirements for industrial development outside of a planned development, staff plans to explore updating the parking standard to better fit these types of uses. The Northport Industrial Planned Development which covers most of our existing developed industrial requires a minimum of 1 space per 5,000 square feet.

3. That the relief sought will not injure the permitted use of adjacent conforming property, and

The impact of a variance on adjacent properties should be minimal, if any. The site plan plans for future spaces if needed, but in the event even those spaces are not enough, the substantial size of paved area for truck court and trailer parking provides locations for additional parking if restriped. In addition, the developer owns surrounding property and has an interest in providing an adequate amount of parking to not impact their adjacent sites.

4. That the granting of the variance will be in harmony with the spirit and purposes of this UDC.

The purpose of the parking and loading standards of the UDC, “to provide for the needs of occupants, customers, visitors or others involved in the use or occupancy of any building or structure, to eliminate the undue use of the surface street system for parking purposes, to require allocation of sufficient off-street/on-site loading facilities by business and industry which ensures that the loading and unloading of vehicles will not interfere with traffic flow or block roadways and/or fire lanes, to promote and protect the public health, safety, comfort, convenience and general welfare,” can still be accomplished with approval of the variance.

Staff Recommendation: Staff finds this variance request acceptable for consideration but recommends a standard of 1 parking space for each 5,000 square feet of total area.

Attachments:

- Letter of request (reference final plat and site plan items on Council agenda for exhibits)
- Public Hearing Information – Notice & Contact List



June 21, 2018

Mr. Nathan Reddin
Development Director
Town of Northlake
1400 FM 407
Northlake, Texas 76247

Re : Alliance Northport Building 1 - Lot 3, Block A – Board of Adjustment Parking Variance

Dear Mr. Reddin:

On behalf of AIL Investment, L.P., we are requesting a variance from the passenger vehicle parking requirements specified in the Unified Development Code (UDC) for the development of Lot 3, Block A of the Alliance Northport development. The site is located in Northlake, Texas along the IH35W Frontage Road between Ashmore Lane and Dale Earnhardt Way.

The current standard for Warehousing/Distribution Centers specified by the UDC requires “1 space for each 2 employees or 1 space for each 1,000 square feet of total floor area, whichever is greater.” This requirement is not feasible for the proposed use of the site.

We are requesting to have the passenger vehicle parking requirement for Lot 3, Block A reduced from the current standard to the following:

- **A minimum of 1 parking space for each 10,000 square feet of total floor area**

Sincerely,

Kyle Kattner

CC: Joe Scheider; Eric Elrod



OFFICIAL NOTIFICATION

NOTICE OF PUBLIC HEARING

Notice is hereby given that the Town of Northlake Board of Adjustment (BOA) will hold a public hearing on Thursday, July 26, 2018, at a meeting to begin at 7:00 pm at Northlake Town Hall, 1400 FM 407, Northlake, Texas to receive comments for or against a request for a variance to the minimum parking requirements for Warehousing/Distribution Center uses established in Article 10, Sec. 10.4 of the Unified Development Code for a 32.177-acre tract of land in the B.B.B. & C.R.R. Company Survey, Abstract No. 189, and the H.W. Cooke Survey, Abstract No. 310, to be platted as Lot 3, Block A, Alliance Northport Addition, located on the east side of Interstate Highway 35W approximately 800 feet south of Dale Earnhardt Way and zoned Industrial (I). AIL Investment LP is the owner/applicant. Case # VR-18-003.

ABOUT THIS REQUEST

The detailed request and exhibits for the project are provided on the following pages. If you would like more information or have any questions about this request, please contact Nathan Reddin, Development Director, at 940-242-5703 or nreddin@town.northlake.tx.us. You may also visit Northlake Town Hall between the hours of 8:00 am to 4:00 pm, Monday – Friday.

PUBLIC HEARING PROCESS

The public hearing process is designed to provide opportunities for citizen involvement and comment. The public hearing is held before the Board of Adjustment, and the Town Council acts as the Board of Adjustment. During the public hearing, interested persons are asked to sign in and speak before the Board to provide comments for or against the request before the Board. Prior to the public hearing, Northlake landowners within two hundred (200) feet of the subject property are notified of the request by mailing of this notice ten (10) days prior to the date of the public hearing. Notifications are also printed in the Denton Record-Chronicle and posted on the town website.

WRITTEN RESPONSE PROCESS

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

Case Name: Alliance Northport, Lot 3, Block A Parking Variance
Case Type: BOA Variance
Case Number: VR-18-003
Public Hearing Date: July 26, 2018

OWNER NAME	OWNER ADDRESS	CITY	STATE	ZIP
AIL INVESTMENT LP C/O HILLWOOD ATTN: LAURIE D. ZIRPEL	9800 HILLWOOD PKWY SUITE 300	FORT WORTH	TX	76177
ALLIANCE NORTHPORT NO 3 LTD	9800 HILLWOOD PKWY SUITE 300	FORT WORTH	TX	76177



Regular Items

Agenda Item 7

Memo

To: Honorable Mayor and Town Council

From: Nathan Reddin, Development Director

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

Date: July 26, 2018

Re: The Ridge at Northlake (formerly Heritage Fields) MPD Amendment (PD-18-002)

Purpose: To hold a public hearing and consider a zoning change request to amend the Mixed-Use Planned Development (MPD) zoning district for The Ridge at Northlake (formerly known as Heritage Fields), a proposed mixed-use planned development to include commercial uses, open spaces, and up to 1,115 single-family residential lots ranging in size from 6,000 square feet to one (1) acre, located on approximately 370 acres of land situated in the Patrick Rock Survey, Abstract No. 1063, and generally located on the south side of Robson Ranch Road approximately 3,200 feet east of Fought Road.

Public Hearing Information: Northlake's Unified Development Code (UDC) in accordance with state law requires that a zoning change must be approved by ordinance following public notice and a public hearing. The public hearing is scheduled to be held at this meeting. Notice of the public hearing was published in the Denton Record Chronicle at least 15 days prior to the public hearing, and a notice was mailed to all Northlake property owners within 200 feet of the area subject to this amendment 30 days prior to the public hearing. Staff has received no responses from the notifications as of the writing of this memo. Any responses received prior to the public hearing will be presented at the Town Council meeting.

Owner/Applicant: D-F Pacific No. 2 Ltd. & Silverstone Northlake Ltd.

Land Planner: JBI Partners, Inc.

Background: The proposed development formerly known as Heritage Fields has been in the works for more than five years. In March 2013, a mixed-use planned development (MPD) zoning plan was first presented to Town Council. The following year provided numerous opportunities for feedback from the Council and the general public, resulting in several revisions to the proposed MPD, with it finally being approved on June 26, 2014 with the adoption of Ordinance No. 14-0626A. Since then a preliminary plat has been approved as well as a boundary adjustment along the western boundary of the planned development which was approved by Town Council at the June 14, 2018 meeting. The Council was briefed at the June 28th meeting regarding developer Jim Wills partnership with home builder, Taylor Morrison, who recommended some revisions to the development concept, including a rebranding to The Ridge at Northlake. This MPD amendment was requested to revise and update the MPD for the new development concept.

The Ridge at Northlake (formerly Heritage Fields) MPD Amendment
Page 2 of 2

Summary of Proposed MPD Amendment: The overall concept of The Ridge at Northlake is very similar to that of Heritage Fields. One of the biggest revisions proposed is a relocation of the amenity center so that it is more centralized and will be featured in the first phase of the development. Another significant revision is a plan to provide a mix of lots in each phase. The Heritage Fields MPD calls for a mix of lot sizes with the smallest lots (50-foot lot widths) on the east and the largest lots (1 acre lots) on the west with lot sizes transitioning in between from east to west with 60-foot lot widths and 70-foot lot widths. The Ridge at Northlake plan calls for a similar transition in density with 1-acre lots on the west, but it allows for the mixing of the 50's, 60's & 70's on the east side of the development with more 60's and 70's required as the development transitions to the 1-acre lots on the west. Only 60's and 70's are proposed west of Cleveland-Gibbs Road. The maximum number of lots proposed for The Ridge at Northlake is 1,115 while a maximum of 1,205 are allowed in the Heritage Fields MPD.

The only changes made since the draft amendment was presented to Council at the June 28th meeting are formatting improvements, incorporation of standards from Heritage Fields that were left out of the initial draft, addition of gas well specific requirements, and the removal of one access point to Robson Ranch Road shown on the zoning concept plan. The MPD exhibits were named and ordered to better correlate with the Heritage Fields MPD, and the planned development standards for the lot requirements are now presented in a clearer table format. The initial draft amendment included base lot standards which applied to each lot type with the only difference being the lot width requirement. At the request of staff, higher standards required for the different lot types were added back to match what was approved with the Heritage Fields MPD. Provisions related to gas wells were added to the MPD to restrict gas well drilling and operation to only the two pad sites with existing wells. Finally, to address a Council comment regarding the number of street access points to Robson Ranch, one access point, the street previously shown just east of the commercial site on the zoning plan, was removed.

Staff Analysis: Staff has reviewed this application in accordance with the Unified Development Code and found the submittal to meet the requirements for consideration by the Town Council.

Attachments:

- Public Hearing Information (Public Hearing notice, buffer map & notification list)
- Draft MPD amendment ordinance for consideration

NOTICE OF PUBLIC HEARING

Notice is hereby given that the Northlake Town Council will hold a public hearing on Thursday, July 26, 2018, at a meeting to begin at 7:00 pm at Northlake Town Hall, 1400 FM 407, Northlake, Texas. The purpose of this hearing is to hear comments for or against a zoning change request to amend the Mixed-Use Planned Development (MPD) zoning district for The Ridge at Northlake (formerly known as Heritage Fields), a proposed mixed-use development planned to include commercial uses, open spaces, and up to 1,115 single-family residential lots ranging in size from 6,000 square feet to one (1) acre, located on approximately 370 acres of land situated in the Patrick Rock Survey, Abstract No. 1063, and generally located on the south side of Robson Ranch Road approximately 3,200 feet east of Faught Road. D-F Pacific No. 2 Ltd. & Silverstone Northlake Ltd. is the owner/applicant. JBI Partners, Inc. is the land planner. Case # PD-18-002.

ABOUT THIS REQUEST

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

PUBLIC HEARING PROCESS

The public hearing process is designed to provide opportunities for citizen involvement and comment. The public hearing is held before the Town Council. During the public hearing, interested persons are asked to sign in and speak before the Town Council to provide comments for or against the request before the Town Council. Prior to the public hearing, Northlake landowners within two hundred (200) feet of the subject property are notified of the request by mailing of this notice thirty (30) days prior to the date of the public hearing. Notifications are also published in the Denton Record-Chronicle fifteen (15) days prior to the date of the public hearing.

WRITTEN RESPONSE PROCESS

You may also make your opinion known on this request by returning the enclosed Notification Response Form. Please return this form with your comments prior to the date of the public hearing. *This in no way prohibits you from attending and participating in the public hearing.* The Council is informed of the percentage of responses in support and in opposition of the request. If the owners of more than twenty (20) percent of the Northlake land area within two hundred (200) feet of the site submit written opposition, then four (4) out of five (5) votes of the Town Council are required to approve the request. ***These forms are used to calculate the percentage of landowner opposition.***

OFFICIAL NOTIFICATION

Page 2 of 2

SUMMARY OF REQUEST

The proposed development formerly known as Heritage Fields has been in the works for more than five years. In March 2013, a mixed-use planned development (MPD) zoning plan was first presented to Town Council. The following year provided numerous opportunities for feedback from the Council and the general public, resulting in several revisions to the proposed MPD, with it finally being approved on June 26, 2014 with the adoption of Ordinance No. 14-0626A. Since then a preliminary plat has been approved as well as a boundary adjustment along the western boundary of the planned development which was approved by Town Council on June 14, 2018. Construction plans for the first phase have also been approved, readying the formal submittal of the phase one final plat.

Jim Wills is the lead developer for this project and has been involved since the initial concept was presented in 2013. He is now partnering with home builder, Taylor Morrison, to develop Heritage Fields, and Taylor Morrison, based on their extensive experience with building master planned developments with quality amenities, has recommended some revisions to the development concept, including a rebranding to The Ridge at Northlake. The overall concept of The Ridge at Northlake is very similar to that of Heritage Fields. One of the biggest revisions proposed is a relocation of the amenity center so that it is more centralized and will be featured in the first phase of the development. Another significant revision is a plan to provide a mix of lot sizes in each phase. The Heritage Fields MPD calls for a mix of lot sizes with the smallest lots (50-foot lot widths) on the east and the largest lots (1 acre lots) on the west with lot sizes transitioning in between from east to west with 60-foot lot widths and 70-foot lot widths. The Ridge at Northlake plan calls for a similar transition in density with 1-acre lots on the west, but it allows for the mixing of the 50's, 60's & 70's on the east side of the development with more 60's and 70's required as the development transitions to the 1-acre lots on the west. Only 60's and 70's are proposed west of Cleveland-Gibbs Road. The maximum number of lots proposed for The Ridge at Northlake is 1,115 while a maximum of 1,205 are allowed in the Heritage Fields MPD.

In order to make these changes, the Mixed-Use Planned Development must be amended. A draft copy of the Zoning Concept Plan submitted with MPD amendment is attached. A full copy of the proposed MPD amendment will be available and posted on the Town website at www.town.northlake.tx.us at least one week prior to the public hearing.

200 Foot Notification List for Public Hearing

Case Name: The Ridge at Northlake
Case Type: Planned Development (PD) Amendment
Case Number: PD-18-002
Public Hearing Date: July 26, 2018

PROPERTY ID	OWNER NAME	OWNER ADDRESS	CITY	STATE	ZIP	LEGAL DESCRIPTION
OWNER/APP	D-F PACIFIC #2 LTD & SILVERSTONE NORTHLAKE LTD	212 S PALM AVE STE 200	ALHAMBRA	CA	91801	A1063A PATRICK ROCK, TR 49, 50, 51 & 52
PLANNER	JBI PARTNERS INC ATTN: JERRY SYLO	16301 QUORUM STE 200B	ADDISON	TX	75001	
SCHOOL DISTRICT	ARGYLE ISD	800 EAGLE DR	ARGYLE	TX	76226	

All Northlake properties within 200 feet of subject areas to be rezoned are owned by owner/applicant for this request.

All other properties within 200 feet of subject areas to be rezoned are in Northlake's ETJ or in an adjacent City.

ORDINANCE NO. 18-0726

AN ORDINANCE AMENDING ORDINANCE NO. 14-0626A AND ORDINANCE NO. 18-0614A, AS AMENDED, WHICH ESTABLISHED AND LATER AMENDED THE MIXED-USE PLANNED DEVELOPMENT DISTRICT ON CERTAIN PROPERTY WITHIN THE TOWN OF NORTHLAKE AS DESCRIBED IN EXHIBIT 'A' AND BEING MORE PARTICULARLY DESCRIBED AS A 370.785 ACRE TRACT OF LAND SITUATED IN THE PATRICK ROCK SURVEY, ABSTRACT NO. 1063, IN THE TOWN OF NORTHLAKE, DENTON COUNTY, TEXAS, BY AMENDING THE DEVELOPMENT STANDARDS AND CONCEPTUAL PLANS IN ACCORDANCE WITH SPECIFIC REQUIREMENTS STATED HEREIN AND EXHIBITS ATTACHED HERETO; PROVIDING THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY CLAUSE; PROVIDING A SAVINGS CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Town of Northlake, as an incorporated municipality in the State of Texas, has been given the authority by Chapter 211 of the Local Government Code to establish zoning and amend zoning in accordance with Chapter 211; and

WHEREAS, the Town Council of the Town of Northlake heretofore adopted Ordinance No. 14-0626A establishing the zoning of Mixed-Use Planned Development "MPD" for a 370.19-acre tract of land located in the Patrick Rock Survey, Abstract 1063, in the Town of Northlake, Denton County, Texas; and

WHEREAS, Ordinance No. 18-0614A amended the MPD established by Ordinance No. 18-0626A by adjusting the western boundary of the district as provided in Exhibit "A" attached hereto; and

WHEREAS, the Town of Northlake has received a request to amend the development plan and development standards included in Ordinance No. 14-0626A, the same being the established "MPD" Mixed-Use Planned Development District; and

WHEREAS, all requirements of Chapter 211 of the Local Government Code, and all other laws dealing with notice, publication and procedural requirements for zoning of property have been complied with; and

WHEREAS, a public hearing was held by the Town Council of the Town of Northlake on July 26, 2018 with respect to the zoning change described herein; and

WHEREAS, the Town Council of the Town of Northlake does hereby deem it advisable and in the public interest to amend Ordinance No. 14-0626A being a "MPD" Mixed-Use Planned Development District.

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

SECTION 1

The Unified Development Code of the Town of Northlake, Texas, as amended, is hereby amended on the hereinafter described property and area as shown below:

370.785 acres of land situated in the Patrick Rock Survey, Abstract Number 1063, and Town of Northlake, Denton County, Texas, and more fully described in Exhibit "A" hereto.

Exhibit "B" to Ordinance No. 14-0626A, entitled "Concept Plan," is hereby amended so that the "MPD" Mixed-Use Planned Development Concept Plan is amended and replaced in its entirety with Exhibit "B" attached hereto.

Exhibit "C" to Ordinance No. 14-0626A, entitled "Planned Development Standards," is hereby amended so that the Development Standards are amended and replaced entirely with Exhibit "C" attached hereto.

SECTION 2

The use of the property described in Exhibit "A" attached hereto shall be subject to all applicable regulations contained herein, as well as the applicable regulations in the Unified Development Code, and all other applicable and pertinent ordinances of the Town of Northlake.

SECTION 3

This ordinance shall be and is hereby declared to be cumulative of all other ordinances of the Town of Northlake, and this ordinance shall not operate to repeal or affect the Code of Ordinances of the Town of Northlake or any other ordinances except insofar as the provisions thereof might be inconsistent or in conflict with the provisions of this ordinance, in which event such conflicting provisions, if any, in such Code of Ordinances or any other ordinances are hereby repealed.

SECTION 4

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

SECTION 5

Any person, firm, association of persons, corporation or other organization violating the provisions of this ordinance shall be deemed to be guilty of a misdemeanor and, upon conviction, shall be fined an amount not to exceed \$2,000.00. Each day that a violation continues shall be deemed a separate offense.

SECTION 6

All rights and remedies of the Town of Northlake are expressly saved as to any and all violations of the provisions of the Unified Development Code or any ordinances governing zoning that have accrued at the time of the effective date of this Ordinance; and, as to such accrued violations and all pending litigation, both civil and criminal, whether pending in court or not, under such ordinances, same shall not be affected by this Ordinance but may be prosecuted until final disposition by the courts.

SECTION 7

The Town Secretary of the Town of Northlake is hereby directed to publish the caption and penalty clauses as required by law.

SECTION 8

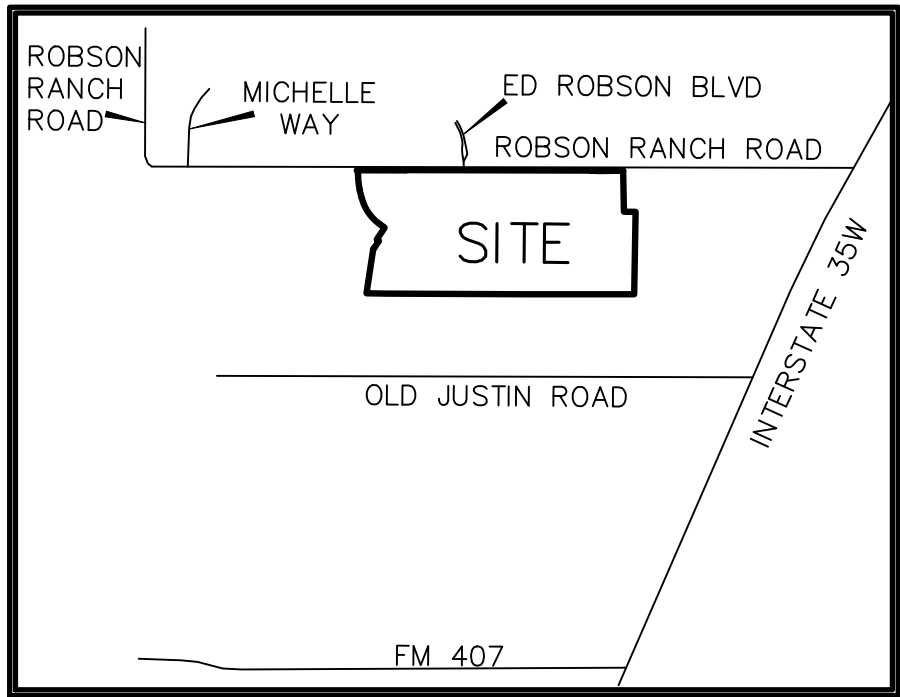
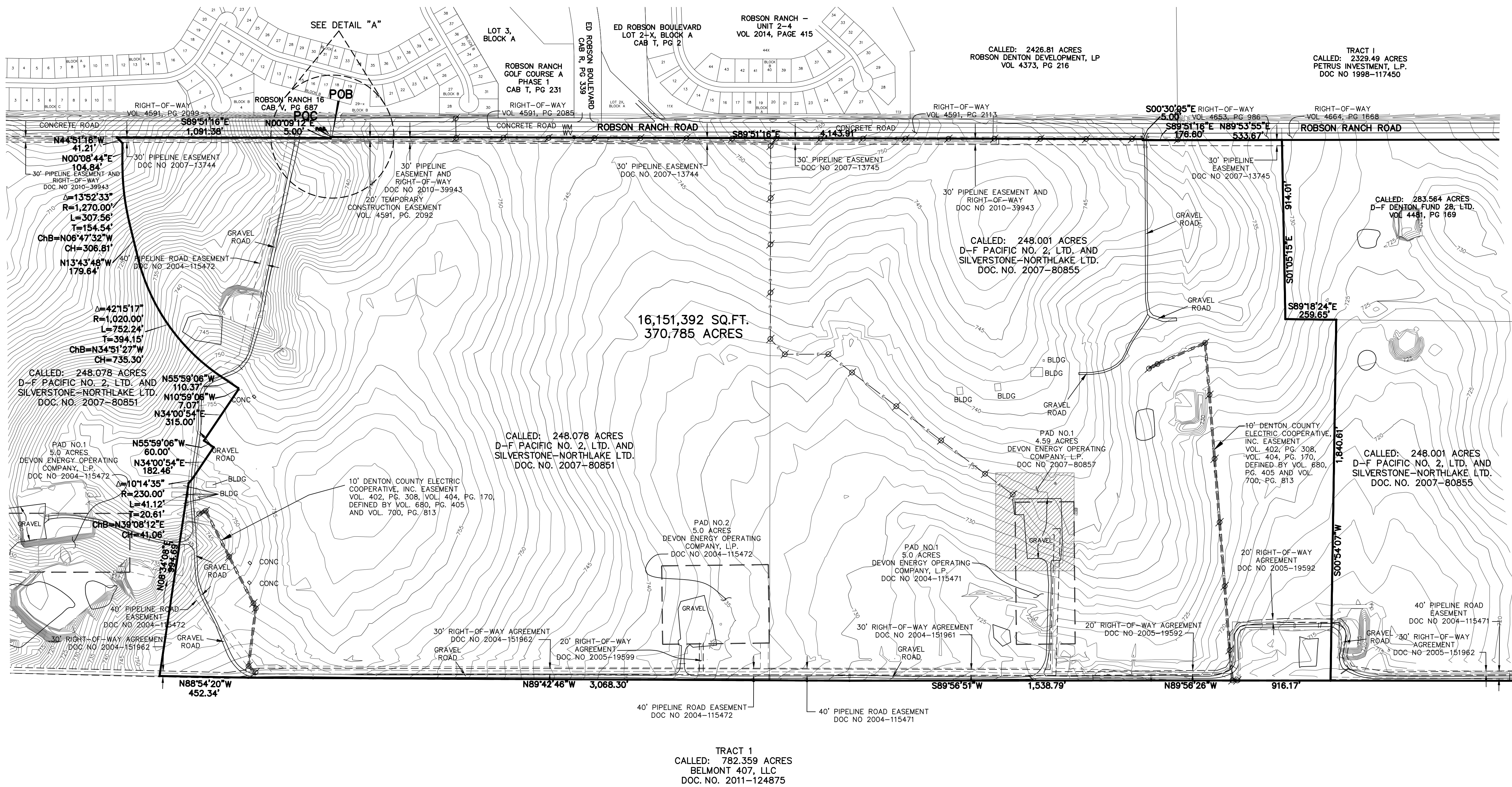
This ordinance shall take effect immediately from and after its passage and publication in accordance with the provisions of the laws of the State of Texas.

PASSED AND APPROVED on this the 26th day of July 2018

Peter Dewing, Mayor

ATTEST:

Shirley Rogers, Town Secretary



VICINITY MAP (N.T.S.)

LEGAL DESCRIPTION

BEING a parcel of land situated in the Town of Northlake, Denton County, Texas, a part of the Patrick Rock Survey, Abstract No. 1063, and being a part of that called 248.078 acre tract of land described in a special warranty deed to D. F. Pacific No. 2, Ltd., and to Silverstone Northlake Ltd., as recorded in Document No. 2007-80851, Official Public Records of Denton County, Texas, and being a part of that called 248.001 acre tract of land described in a special warranty deed to D. F. Pacific No. 2, Ltd., and to Silverstone Northlake Ltd., as recorded in Document No. 2007-80855, Official Public Records of Denton County, Texas, and being further described as follows:

BEGINNING at a steel fence corner post found in the north line of said 248.078 acre tract of land, said point being in the south right-of-way line of Robson Ranch Road (a variable wide right-of-way);

THENCE along the south line of Robson Ranch Road as follows:

South 89 degrees 51 minutes 16 seconds East, 4,143.91 feet to a five-eighths inch iron rod found in the north line of said 248.078 acre tract of land;

South 00 degrees 30 minutes 05 seconds East, at 5.00 feet to a one-half inch iron rod with yellow cap stamped "JBI" set (hereinafter called "iron rod set") for corner;

South 89 degrees 51 minutes 16 seconds East, 176.60 feet to a one-half inch iron rod set for corner;

North 89 degrees 53 minutes 55 seconds East, 533.67 feet to a one-half inch iron rod found in the east line of said 248.001 acre tract of land, said point being in the west line of a called 283.564 acre tract of land described in a special warranty deed to D-F Denton Fund 28, Ltd., as recorded in Volume 4481, Page 169, Deed Records of Denton County, Texas;

THENCE along the east line of said 248.001 acre tract of land and along the west line of said 283.564 acre tract of land as follows:

South 01 degrees 05 minutes 15 seconds East, 914.01 feet to a wood fence corner post found for corner;

South 89 degrees 18 minutes 24 seconds East, 259.65 feet to a steel fence corner post found for corner;

THENCE South 00 degrees 54 minutes 07 seconds West, 1,840.61 feet to a steel fence corner post found in the south line of said 248.001 acre tract of land, said point being in the north line of a called 782.359 acre tract of land described in a special warranty deed to Belmont 407, LLC, as recorded in Document No. 2011-124875, Official Public Records of Denton County, Texas;

THENCE along the north line of said 782.359 acre tract of land as follows:

North 89 degrees 56 minutes 26 seconds West, 916.17 feet to a wood fence corner post found for corner;

South 89 degrees 56 minutes 26 seconds West, 1,538.79 feet to a wood fence corner post found for corner;

North 89 degrees 42 minutes 46 seconds West, 3,068.30 feet to a wood fence corner post found for corner;

North 88 degrees 54 minutes 20 seconds West, 452.34 feet to a one-half inch iron rod set for corner;

THENCE North 08 degrees 34 minutes 08 seconds East, 994.69 feet to a one-half inch iron rod set for corner;

THENCE Northeasterly, 41.12 feet along a non-tangent curve to the left which has a central of 10 degrees 14 minutes 35 seconds, a radius of 230.00 feet, a tangent of 20.61 feet, and whose chord bears North 39 degrees 08 minutes 12 seconds East, 41.06 feet to a one-half inch iron rod set for corner;

THENCE North 34 degrees 00 minutes 54 seconds East, 182.46 feet to a one-half inch iron rod set for corner;

THENCE North 55 degrees 59 minutes 06 seconds West, 60.00 feet to a one-half inch iron rod set for corner;

THENCE North 34 degrees 00 minutes 54 seconds East, 315.00 feet to a one-half inch iron rod set for corner;

THENCE North 10 degrees 59 minutes 06 seconds West, 7.07 feet to a one-half inch iron rod set for corner;

THENCE Northwesterly, 752.24 feet along a curve to the right which has a central of 42 degrees 15 minutes 17 seconds, a radius of 1,020.00 feet, a tangent of 394.15 feet, and whose chord bears North 34 degrees 51 minutes 27 seconds West, 735.30 feet to a one-half inch iron rod set for corner;

THENCE North 13 degrees 43 minutes 48 seconds West, 179.64 feet to a one-half inch iron rod set for corner;

THENCE Northwesterly, 307.56 feet along a curve to the right which has a central of 13 degrees 52 minutes 33 seconds, a radius of 1,270.00 feet, a tangent of 154.54 feet, and whose chord bears North 06 degrees 47 minutes 32 seconds West, 306.81 feet to a one-half inch iron rod set for corner;

THENCE North 00 degrees 08 minutes 44 seconds East, 104.84 feet to a one-half inch iron rod set for corner;

THENCE North 44 degrees 51 minutes 16 seconds West, 41.21 feet to a one-half inch iron rod set in the south line of Robson Ranch Road;

THENCE along the south line of Robson Ranch Road as follows:

South 89 degrees 51 minutes 16 seconds East, 1,091.38 feet to a steel fence corner post found for corner;

North 00 degrees 09 minutes 12 seconds East, 5.00 feet to the POINT OF BEGINNING and containing 16,151,392 square feet or 370.785 acres of land.

BASIS OF BEARING:

The basis of bearing is derived from the TEXAS WDS RTK Cooperative Network - Texas State Plane Coordinate System, North Central Zone (4202), NAD83.

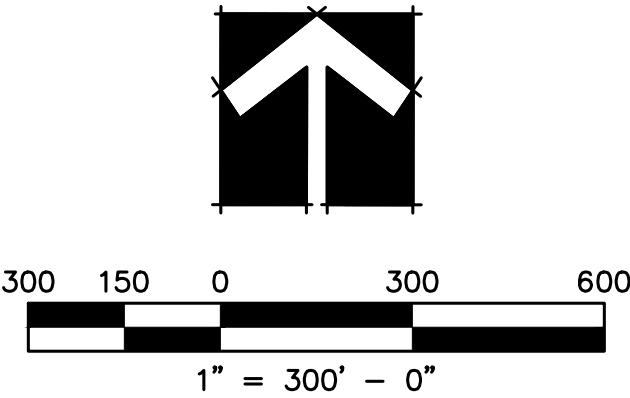
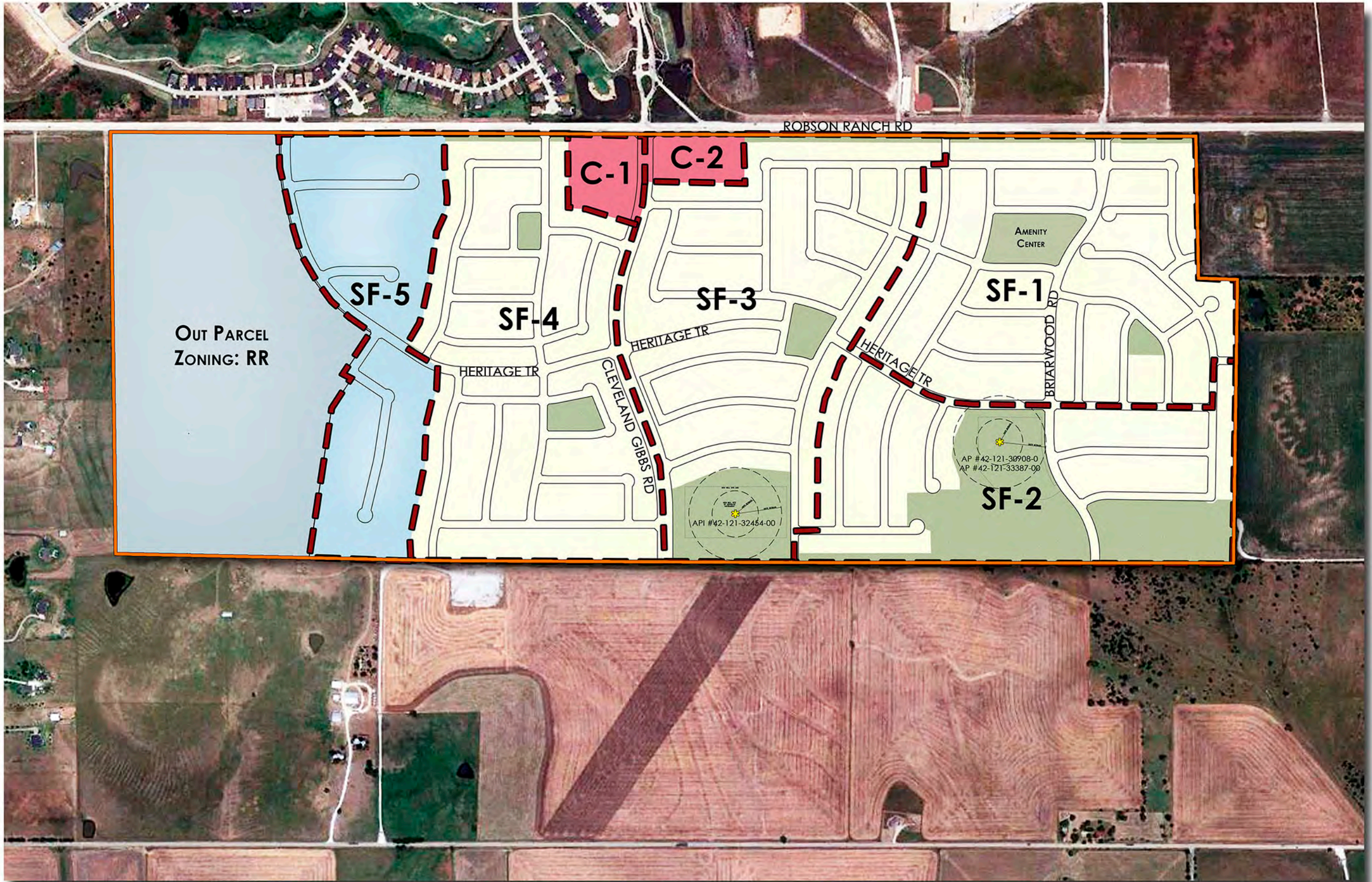


EXHIBIT A
LEGAL DESCRIPTION AND ZONING BOUNDARY
THE RIDGE AT NORTHLAKE

BEING 370.785 ACRES OUT OF THE
PATRICK ROCK SURVEY, ABSTRACT NO. 1063,
THE TOWN OF NORTHLAKE, DENTON COUNTY, TEXAS

DF PACIFIC NO. 2 LTD	OWNER
212 South Palm Avenue, Suite 200 Alhambra, California 91801 Contact: Robert Yu	(626)282-8198
JB PARTNERS, INC.	
16301 Quorum Drive, Suite 200 B Addison, Texas 75001 Contact: Jerry Syo TBPE No. F-438 TBPLS No. 10076000	(972)248-7676
Resubmitted: July 18, 2018 Resubmitted: June 27, 2018 Submitted: June 15, 2018	



NOTE: STREET LAYOUT SHOWN IS CONCEPTUAL IN NATURE.
FINAL STREET ALIGNMENTS WILL BE DETERMINED DURING
THE PLATING PROCESS.

EXHIBIT C

PLANNED DEVELOPMENT STANDARDS

THE RIDGE AT NORTHLAKE

COMMUNITY FRAMEWORK

The Ridge at Northlake will be a multi-generational community where an emphasis on being able to experience a small town environment where you know your neighbors, is balanced with the conveniences of a suburban lifestyle.

A variety of housing types will be provided to meet the needs of a complete life cycle. This will allow residents to move within the community and not have to distance themselves from family and friends as changes occur in their lives.

In keeping with the vision of community, public and private spaces are given equal importance. Open spaces and common areas are interspersed throughout the neighborhoods so as to encourage personal interaction by families and residents in all stages of life.

COMMERCIAL TRACTS

(Tracts C-1 and C-2)

1. Uses:
 - A. Permitted uses shall be all principal and accessory uses which are allowed by right in the (C) Commercial District, in accordance with Table 5.2 of the Northlake Unified Development Code, as amended.
 - B. A Special Use Permit shall be required for all uses otherwise requiring a Special Use Permit in the (C) Commercial District, in accordance with Table 5.2 of the Northlake Unified Development Code, as amended.
2. Development Standards: Development shall be in accordance with the development standards established in the Commercial District (C) in the Town of Northlake's Unified Development Code as it exists or may be amended.

SINGLE FAMILY TRACTS

(TRACTS SF-1, SF-2, SF-3, SF-4, AND SF-5)

GENERAL STANDARDS

1. The design and development of The Ridge at Northlake community shall take place in general accordance with the attached Zoning Plan (Exhibit C).
2. Unless otherwise specified in this planned development, the design and construction of public infrastructure and utilities shall be in accordance with the Town's standards. A Municipal Management District (MMD) may be established and used for funding such infrastructure and utilities.
3. The maximum number of homes in The Ridge at Northlake community shall be 1,115 (3.08 homes/single family gross acre).
4. A minimum of 13.5% (37.75 acres) of land within Tracts SF-1 through SF-4 shall be used as open space.

- A. The open space will be dispersed throughout the community. In order for the open space to be counted towards meeting the minimum requirement, it must be at least 0.5 acre in size or contain recreational elements (i.e. hike & bike trail, etc.), as well as be readily accessible to the residents of The Ridge at Northlake.
- B. The open space shall be owned by a Homeowners Association. A Public Improvement District (PID) or other mutually agreed upon funding mechanism may be established and used for maintenance and operation purposes.
- C. At least one private amenity center shall be provided for residents of The Ridge at Northlake. The amenity center shall include, at a minimum, conditioned space, swimming pool, fitness center, and family lifestyle oriented facilities.
- D. The open space, including the community's amenity center, provided within The Ridge at Northlake community, shall be recognized as meeting all of the Town of Northlake's acreage and/or parkland dedication fee requirements for public and/or private open space for The Ridge at Northlake community

DEVELOPMENT STANDARDS

1. Uses

- A. Permitted uses allowed in Tract SF-1 through SF-5 shall be all principal and accessory uses which are allowed by right in the (RE) Rural Estate District, in accordance with Table 5.2 (Permitted Uses) of the Northlake Unified Development Code, as amended.

Oil and Gas Well Drilling/Production shall be a permitted use allowed by right only upon the Well Pad Sites identified on the Zoning Plan, Exhibit B. Such use(s) shall be subject to the requirements for Oil and Gas Well Sites specified herein.

- B. A Special Use Permit shall be required for all uses otherwise requiring a Special Use Permit in the (RE) Rural Estate District, in accordance with Table 5.2 (Permitted Uses) of the Northlake Unified Development Code, as amended.

2. Oil and Gas Well Site(s) Standards

The Bob Cole 2 (API #42-121-32454-00), Cole Lukens 1 (API #42-121-30908-00), and Cole Lukens 3 (API #42-121-33387-00) are currently operating and producing oil and gas wells located on The Ridge at Northlake property (the "Wells"). Any future drilled wells will be subject to Northlake's Oil and Gas Wells Drilling Regulations, found in Article 13 of the Northlake Unified Development Code ("UDC"), in effect on the effective date of this planned Development Agreement, including any amendments thereto in effect as of such date.

Notwithstanding the above and any setback requirements in Section 13.4 and 13.5 of the UDC and any noise requirements in Section 13.22D of the UDC, the Town of Northlake hereby grants the following variances from the UDC.

- A. All noise requirements in Section 13.22D of the UDC are hereby waived as to the Well and all current and future drilling activities and operations associated therewith, provided however, that operator shall endeavor to minimize any noise associated with such activities on The Ridge at Northlake property; and
- B. Drilling, development, production, and operation activities associated with the Wells may be located closer than 600 feet, but not closer than 300 feet, from any residential structures constructed on The Ridge at Northlake property.

3. The maximum allowable number of homes for each Tract of land identified on Exhibit B shall be as follows:

LOTING MIX

Zoning Tract	Lot Type				
	SF-50	SF-60	SF-70	1 ACRE	MAX COUNT
SF-1	120 MAX	100 MIN	50 MIN		300
SF-2	100 MAX	50 MIN	30 MIN		204
SF-3	140 MAX	150 MIN	NO MIN		320
SF-4	0	100 MIN	130 MIN		260
SF-5	0	0	0	31	31
					1115

4. Single Family Detached Lot Development Standards:

DEVELOPMENT STANDARD

	TRACTS SF-1 THROUGH SF-4			TRACT SF-5
Lot Type	SF-50	SF-60	SF-70	1 Acre
Minimum Lot Width	50'	60'	70'	100'
Cul-de-sac or Elbow	40'	45'	55'	90'
Minimum Frontage at ROW	30'	30'	30'	30'
Minimum Lot Area	6,000 sq ft	7,200 sq ft	8,400 sq ft	1 Acre
Minimum Lot Depth	110'	110'	110'	200'
Cul-de-sac or Elbow	100'	100'	100'	180'
Minimum Front Yard Setback	20'	20'	20'	25'
Unenclosed Porch/Patio	10'	10'	10'	25'
Swing Garage (Door Facing Side)	15'	15'	15'	25'
Minimum Rear Yard Setback	10'	10'	10'	25'
Accessory Structure	5'	5'	5'	10'
Minimum Side YardSetback	5'	5'	5'	10'
At Corner	15'	15'	15'	15'
Minimum Dwelling Area	1,600 sq ft	1,800 sq ft	2,000 sq ft	2,000 sq ft
Maximum Lot Coverage *	55%	55%	55%	35%
Maximum Height	40'	40'	40'	40'

Maximum Lot Coverage is measured as the area covered by the roof of the residence and garage. Lot coverage excludes any outdoor, covered patio/living area, even if this area is covered by a roof which is integrated into the design of the house.

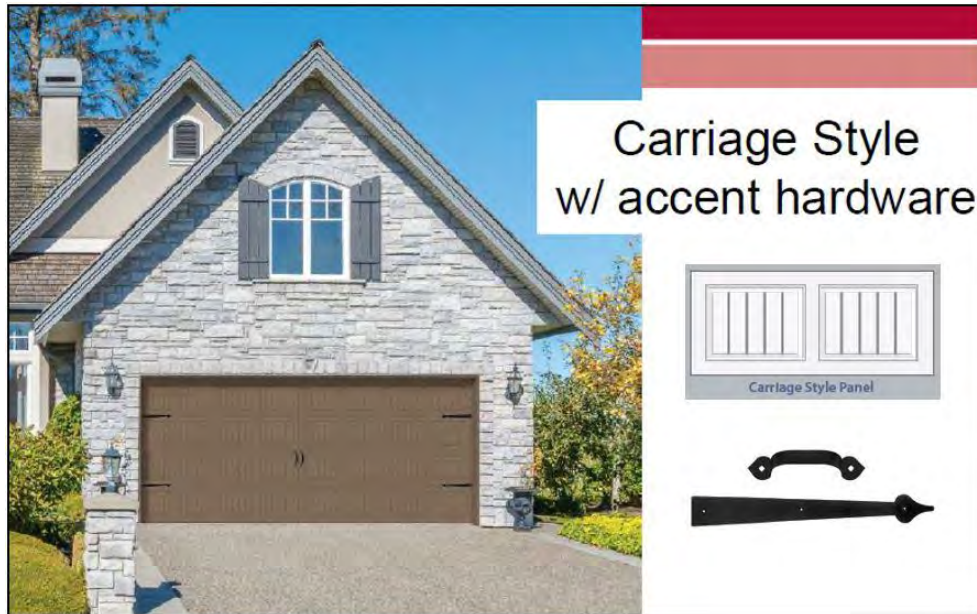
5. Single Family Detached Architectural Standards:

A. Architectural repetition: Homes with the same floor plan and/or elevation shall be prohibited

from being located next to each other. Homes with the same elevation shall be prohibited from being located across the street from each other.

- B. Front porches: Front porches shall not be required. However if a front porch is provided, it shall have a minimum depth of 6' and a minimum width of 10' (60 square feet minimum). Front porches shall have railings and columns.
- C. Exterior façade material: The homes shall be constructed with 100% masonry, exclusive of doors, windows, porches, trim, soffits, dormers, and gables. Masonry shall include brick, natural stone, simulated stone, stucco, and cementitious fiberboard.
- D. Garage Doors: Garage doors may face a public street. If a garage door faces the street, the garage face may not be closer to the street than the primary façade of the home. Additionally, if a garage door faces the street, the door shall have the appearance of a carriage style with complimentary hardware. (See Architecture Exhibit 1)
- E. Landscaping: A minimum of 2, 3" caliper trees shall be provided for each home, one of which may be located between the sidewalk and street curb, if approved during the Town's construction plan review process. Said approval will not unreasonably be withheld if the design complies with generally accepted engineering practices.
- F. Accessory Structures: Accessory structures shall be developed in accordance with Section 8.2 of the Northlake Unified Development Code as it exists or may be amended, except as indicated below. For purposes of this item, an unenclosed carport shall not be considered an accessory structure.
 - 1. No accessory structure shall be constructed on a lot without a principal structure.
 - 2. No trailers, containers, shipping containers, commercial boxes, vehicles or similar structures shall be used as accessory structures.
 - 3. A maximum of 1 accessory structure (not a detached garage) and 1 detached garage shall be permitted per lot.
 - 4. Accessory structures used as a dwelling shall only be allowed in the area designated as "SF-5" and shall comply with Section 8.3 of the Northlake Unified Development Code.
 - 5. Accessory Structure Design:
 - a. Accessory structures with a floor area in excess of 120 square feet but less than 240 square feet shall be constructed with exterior grade wood siding or with the same materials as the principal structure.
 - b. Accessory structures with a floor area in excess of 240 square feet but less than 600 square feet shall be constructed with the same percentage and type of materials as the primary structure.
 - c. Accessory structures with a floor area in excess of 600 square feet shall be constructed with the same percentage and type of materials as the primary structure. Additionally, it shall match the architectural style of the primary structure as much as possible (including, but not limited to, roof style and pitch, window and door design, height measured at the wall top plate and architectural detailing).

1-CARRIAGE STYLE GARAGE DOOR



COMMUNITY DESIGN STANDARDS

1. Community Buffers:

A. Robson Ranch and Cleveland Gibbs Roads (Design Exhibit A1, B1):

1. A minimum 25' wide landscape buffer shall be provided adjacent to the road. Berms and retaining walls may be constructed within the buffer. The berms may encroach up to 3' into the right-of-way and shall not exceed a 3:1 slope.
2. A mix of shade and ornamental trees shall be planted within the required landscape buffer. Shade trees shall consist of a minimum of 33% of all tree plantings within the buffer.
3. There shall be 1 shade tree per 40' of road frontage. There shall be 1 ornamental tree per 20' of road frontage. Trees may be placed in natural groupings.
4. Ground cover may also be planted throughout the buffer. Ground cover includes, but is not limited to, shrubs, grasses, turf, mulched planter beds and hardscape.
5. A minimum 8' wide, concrete trail shall be provided within the buffer and/or street right-of-way along Robson Ranch Road and one side of Cleveland Gibbs Road. The location of the trail shall be coordinated with any trail located within adjacent developments.

B. Heritage Trail-West of Briarwood Road (Design Exhibit C1, C2, C3, C4):

1. Where single family lots back or side Heritage Trail, a minimum 10' wide landscape buffer with 1 shade tree per 40' of street frontage shall be provided. Trees may be placed in natural groupings.
2. Ground cover may be planted throughout the buffer. Ground cover includes, but is not limited to, shrubs, grasses, turf, mulched planter beds and hardscape.
3. A minimum 8' wide, concrete trail shall be provided within the buffer and/or street right-of-way on one side of the street.

C. Briarwood Road (Design Exhibit D1):

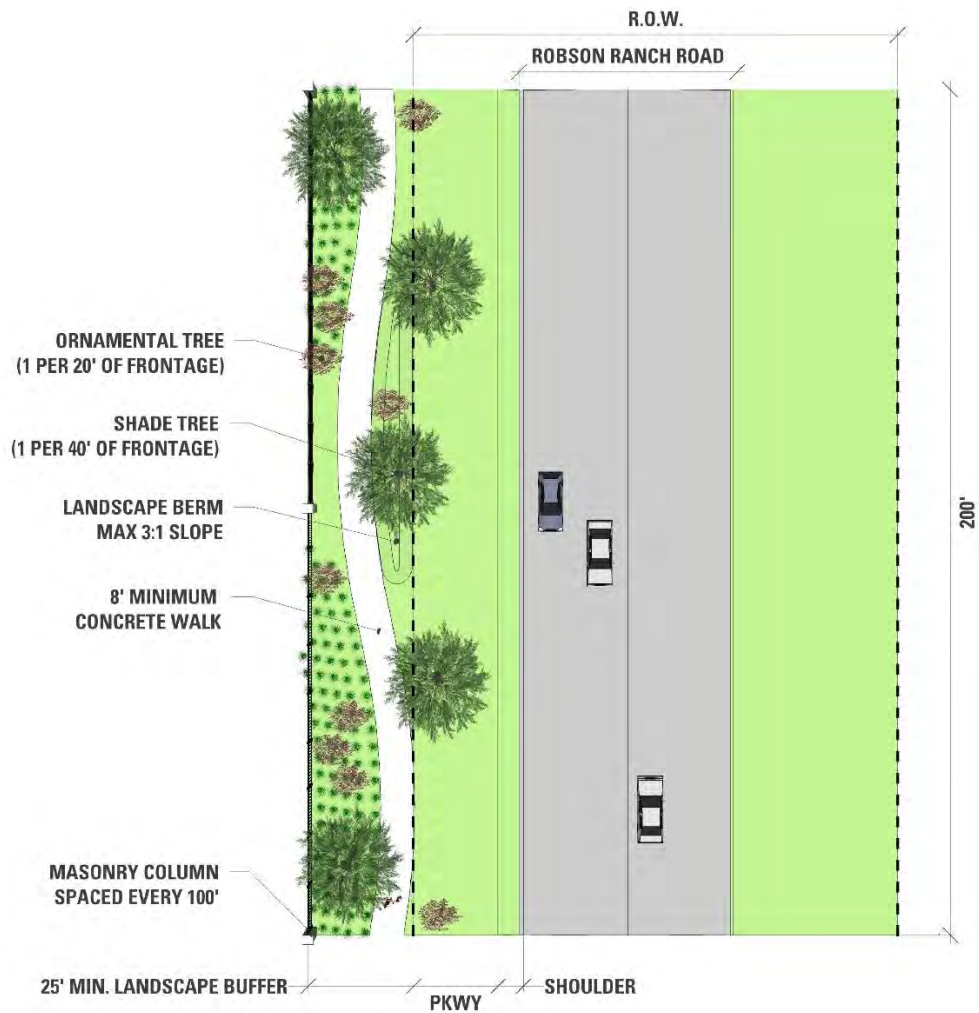
1. A minimum 10' wide landscape buffer with 1 shade tree per 40' of street frontage shall be provided. Trees may be placed in natural groupings.

2. Ground cover may be planted throughout the buffer. Ground cover includes, but is not limited to, shrubs, grasses, turf, mulched planter beds and hardscape.
 3. A minimum 8' wide, concrete trail shall be provided within the buffer and/or street right-of-way on one side of the street..
2. Buffer Vegetation:
 - A. Shade Trees: Shade trees shall be 3 caliper inches in size, measured 12" above the planting surface, at the time of planting. Trees may be located within the buffer or street right-of-way, if approved by the Public Works Director.
 - B. Ornamental Trees: Ornamental trees shall be 2 caliper inches in size at the time of planting. Trees may be located within the buffer or street right-of-way, if approved by the Public Works Director.
 - C. Shrubs: Shrubs shall be a minimum 3 gallons in size at the time of planting and shall attain a minimum height of 3' within two growing seasons.
 3. Irrigation: Landscape buffers shall be irrigated with irrigation systems. Trees and shrubs shall be irrigated by drip irrigation lines. Other landscaping may be irrigated by spray irrigation.
 4. Perimeter Screening:
 - A. Robson Ranch Road (Design Exhibit A1) :
 1. Screening at a minimum, 6' tall and constructed of brick, stone, berms with ornamental, open fencing and landscaping, or a combination thereof.
 - B. Cleveland Gibbs Road, Briarwood Road, and Heritage Trail where lots back (Design Exhibit B1, C1, C2, C3, C4, D1):
 1. Screening shall be, at a minimum, 6' tall board-on-board cedar fencing, ornamental, open fencing and landscaping, or a combination thereof.
 2. The cedar fencing shall have metal poles. The fence's rails shall face the inside of the lot.
 3. The fencing shall be stained to a uniform color and be maintained by the Homeowner's Association.
 5. Neighborhood Entry Features: Architectural features on masonry walls or masonry monuments shall be located at primary entrances for The Ridge at Northlake community. The specific design and location shall be determined at the time of landscape plan approval by the Town.
 6. Alleys: Alleys are allowed but shall not be required.

KEY MAP



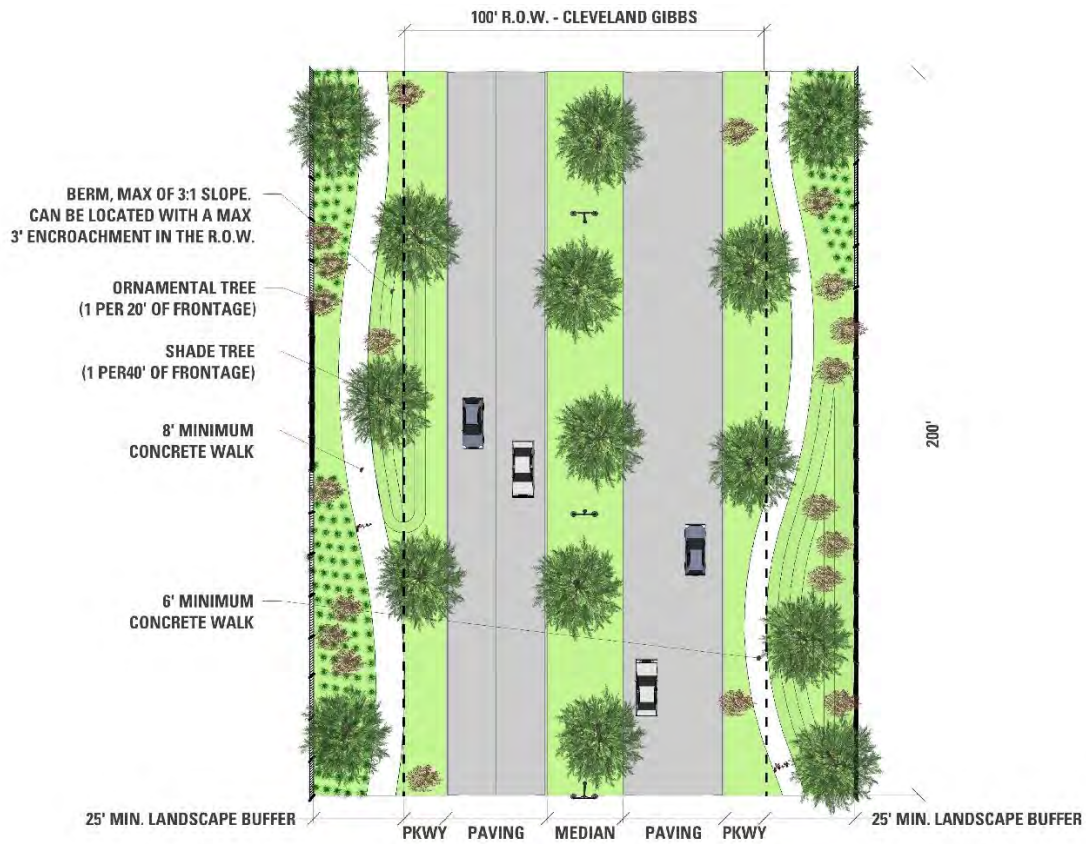
A1 PLAN-ROBSON RANCH RD



A-1 SECTION-ROBSON RANCH RD



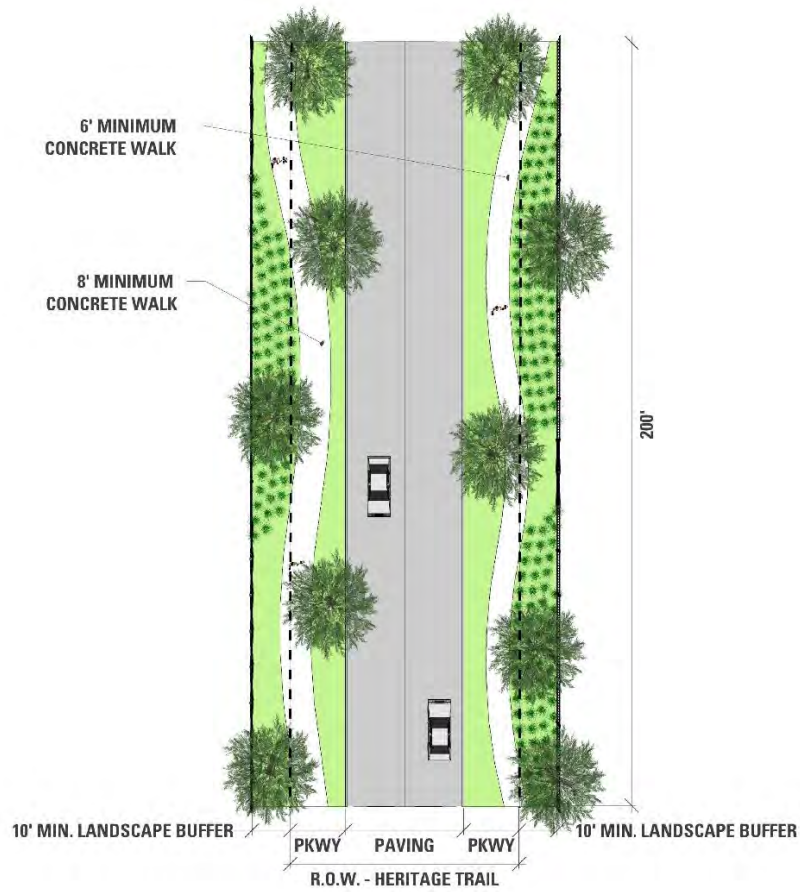
B-1 PLAN-CLEVELAND GIBBS RD



B-1 SECTION-CLEVELAND GIBBS RD



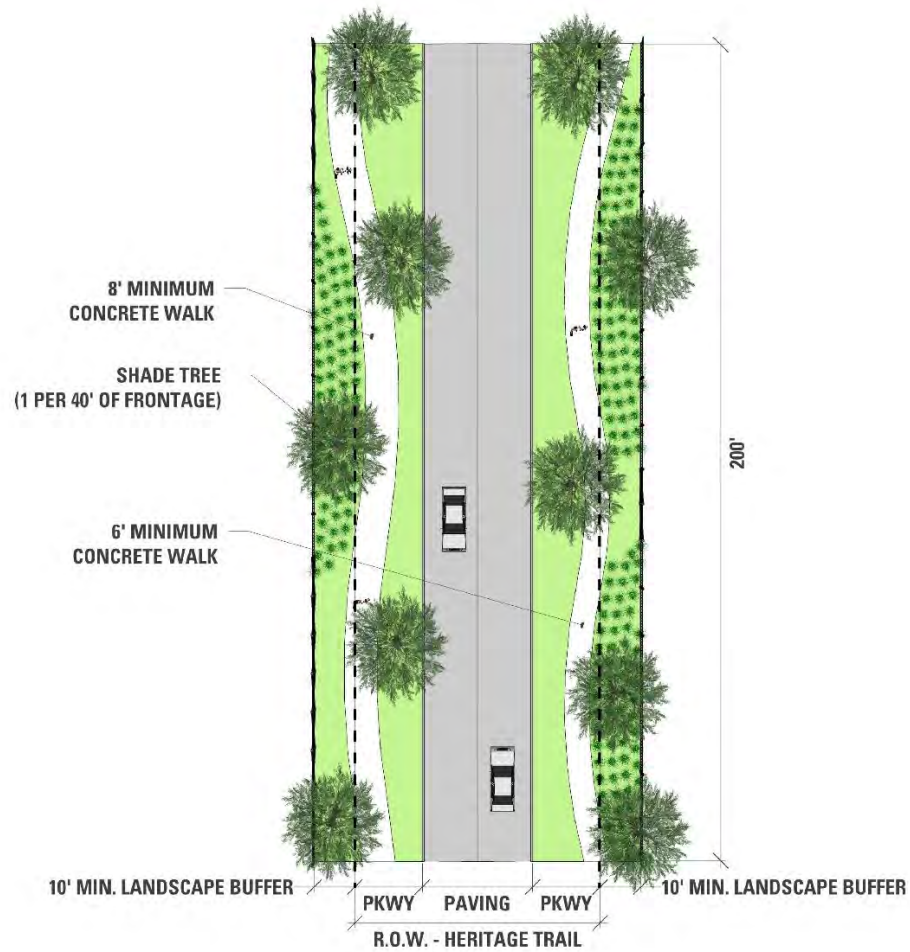
C-1 PLAN-HERITAGE TRAIL



C-1 SECTION-HERITAGE TRAIL



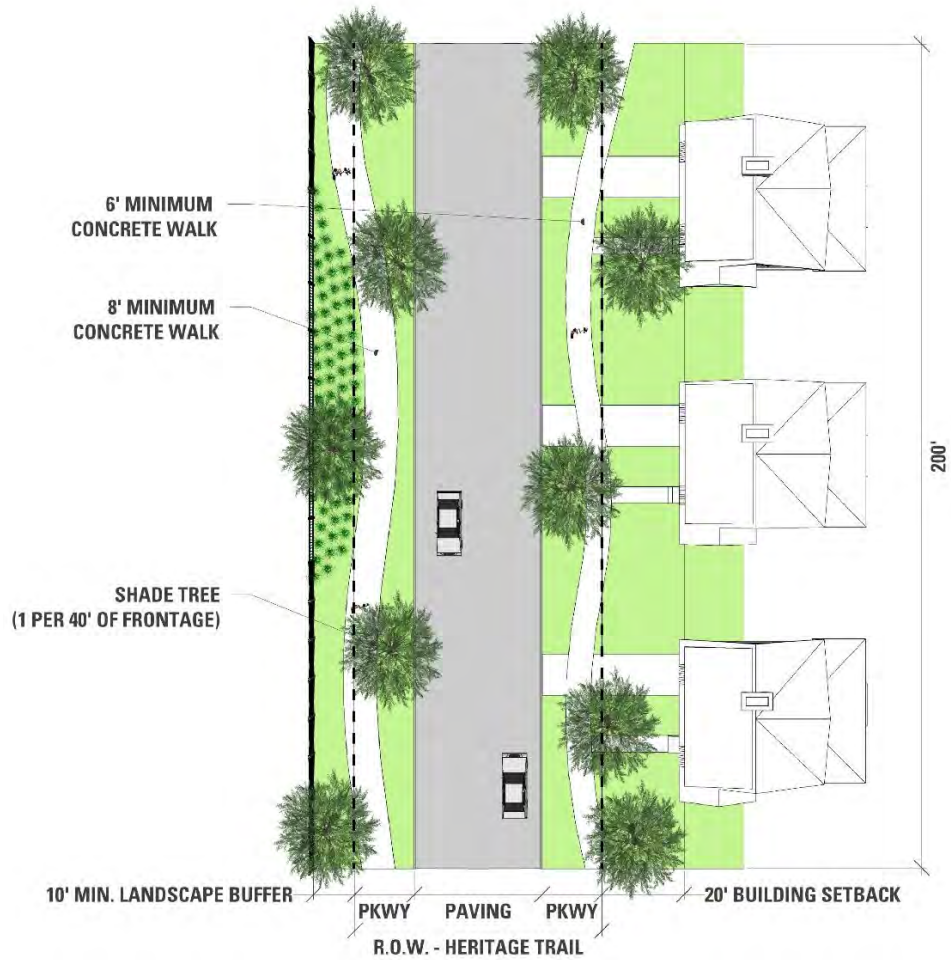
C-2 PLAN-HERITAGE TRAIL



C-2 SECTION-HERITAGE TRAIL



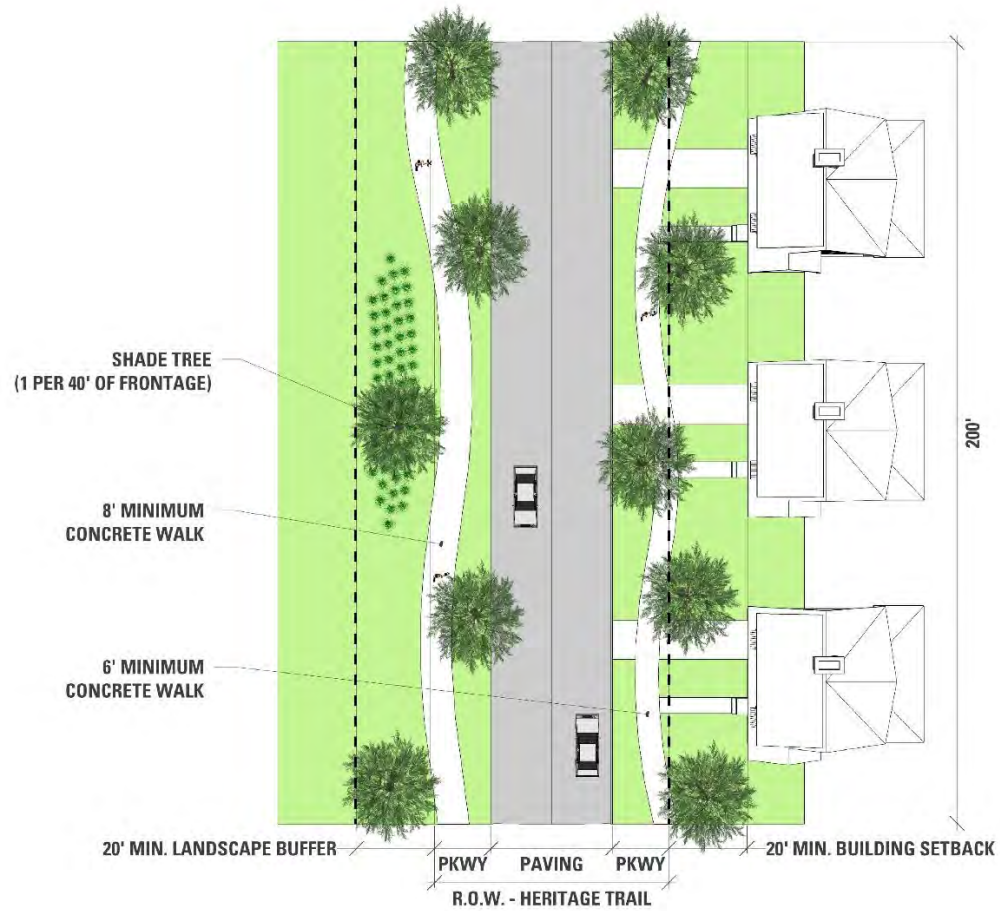
C-3 PLAN-HERITAGE TRAIL



C-3 SECTION-HERITAGE TRAIL



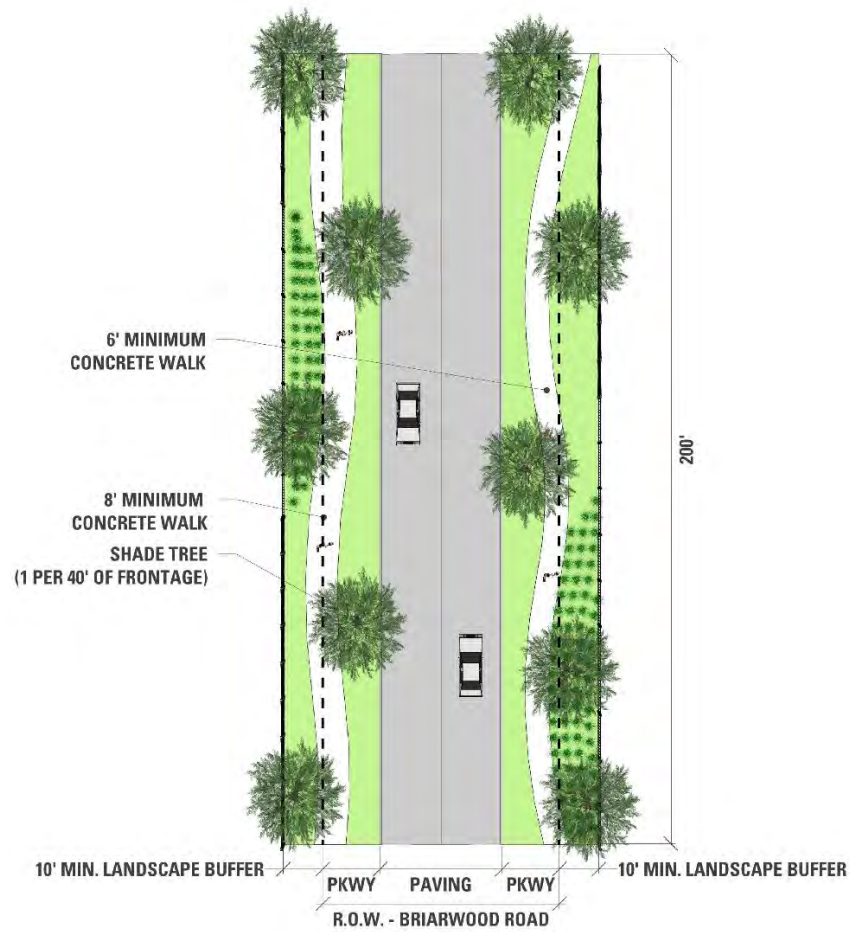
C-4 PLAN-HERITAGE TRAIL



C-4 SECTION-HERITAGE TRAIL



D-1 PLAN-BRIARWOOD RD



D-1 SECTION-BRIARWOOD RD



Memo

To: Honorable Mayor and Town Council
From: Nathan Reddin, Development Director
CC: Drew Corn, Town Administrator
Shirley Rogers, Town Secretary
Date: July 26, 2018
Re: Preliminary Plat for AMI Addition (PP-18-001)

Purpose: To consider approval of a Preliminary Plat of AMI Addition, a proposed development consisting of 7 lots on a 59.682-acre tract of land out of the Patrick Rock Survey, Abstract No. 1063, generally located on the north side of FM 407 at Thompson Road in the extraterritorial jurisdiction of the Town of Northlake.

Owner/Applicant: AMI Development Group, LLC & IMA Development Group, LLC

Engineer: MAS Consulting Engineers

Surveyor: Eagle Surveying

Background: The AMI Addition property is owned by entities controlled by Trace and Robin Arnold who also reside on the property which is adjacent to the Town Hall site on the north and the west. Mr. Arnold has been exploring options for developing their property for many years now and even presented initial plans for development of the property to the Town Council on August 27th. Because it is located in the ETJ, the Town does not have any zoning on the property which could restrict the usage of it and provide for development standards for private development on the property. All permitting on the property also goes through Denton County. Preliminary grading, renovation and expansion of an existing building, and construction of covered structures to store RV's have been permitted through Denton County with work currently underway. The next phase of development will include the creation of 4 approximately 2-acre pad sites fronting FM 407. Platting is required in order to subdivide and sell these sites, and this preliminary plat is the first step in that process.

Staff Analysis: The applicant has provided a preliminary plat application in accordance with the requirements of the Unified Development Code (UDC). Preliminary utility plans to serve the development were submitted with the preliminary plat for review. They call for the extension of water and sewer utilizing a lift station to serve the lots within the development. Town Staff has reviewed the plat and utility plans and finds them acceptable for approval. A drainage study has been submitted and is currently under review. The drainage study as well as detailed construction plans must be approved prior to final platting any portion of the preliminary plat.

Staff Findings: Staff finds the preliminary plat acceptable for approval as submitted.

PRELIMINARY PLAT
FOR THE
AMI DEVELOPMENT GROUP
TOWN OF NORTHLAKE , TEXAS

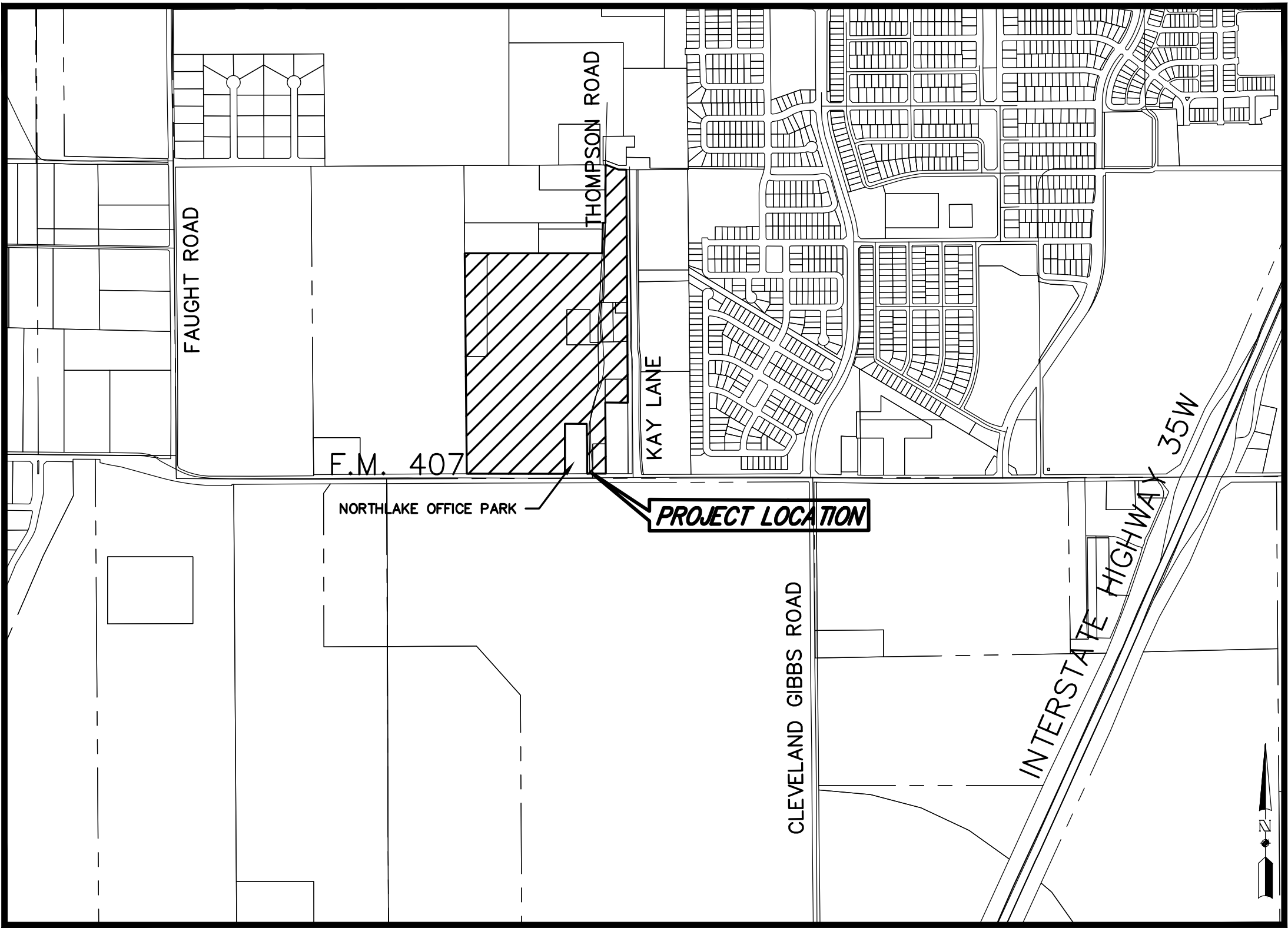
MAYOR
PETER DEWING

COUNCIL MEMBERS
RENA HARDEMAN
JIMMY LAMERT
BRIAN MONTINI
ROGER SESSIONS
DANNY SIMPSON

PUBLIC WORKS DIRECTOR
ERIC TAMAYO
1400 FM 407
NORTHLAKE, TX 76247
940-648-3290

SURVEYOR
EAGLE SURVEYING, LLC
MIKE SKELTON
210 S ELM STREET, SUITE 104
DENTON, TX 76201
940-222-3009

OWNER
AMI DEVELOPMENT GROUP, LLC
TRACE ARNOLD
8355 THOMPSON ROAD
JUSTIN, TX 76247
817-899-8803



VICINITY MAP
SCALE: 1"=1000'

July 2018

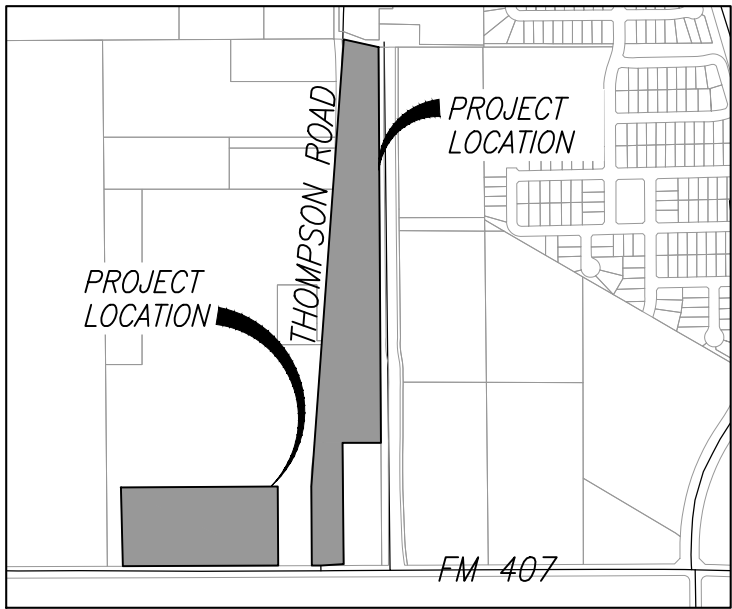


TBPE REGISTRATION No. F-17018
2702 SE LOOP 820
FORT WORTH, TEXAS 76140
TEL. (817) 708-2422

Index of Sheets	
No.	Sheet Title
1	COVER SHEET AND INDEX OF SHEETS
2	PRELIMINARY PLAT (1 OF 2)
3	PRELIMINARY PLAT (2 OF 2)
4	CONCEPTUAL UTILITY LAYOUT PLAN
5	CONCEPTUAL UTILITY PLAN

PRELIMINARY—FOR REVIEW ONLY
THESE DOCUMENTS ARE FOR DESIGN REVIEW
AND NOT INTENDED FOR CONSTRUCTION, BIDDING,
OR PERMIT PURPOSES. THEY WERE PREPARED
BY, OR UNDER SUPERVISION OF:
M. ANGEL SANCHEZ, P.E. 110254 Jul 19, 2018
TYPE OR PRINT NAME PE# DATE

PLOTTED BY: MIGUEL SANCHEZ PLOT DATE: 7/19/2018 12:54 PM



* LEGEND *	
BM	BENCHMARK
CIRF	CAPPED IRON ROD FOUND
CIRS	CAPPED IRON ROD SET
IRF	IRON ROD FOUND
IPF	IRON PIPE FOUND
X-CUT	"X" CUT ON CONCRETE
(CM)	CONTROLLING MONUMENT
D.R.T.C.T.	DEED RECORDS, DENTON COUNTY, TEXAS
P.R.T.C.T.	PLAT RECORDS, DENTON COUNTY, TEXAS
INST#	INSTRUMENT NUMBER
VOL.	VOLUME
PG.	PAGE
NO.	NUMBER
R.O.W.	RIGHT-OF-WAY
ESMT.	EASEMENT
POC	POINT OF COMMENCING
POB	POINT OF BEGINNING
NTS	NOT TO SCALE

OWNER'S CERTIFICATE

STATE OF TEXAS:
COUNTY OF DENTON:

LEGAL DESCRIPTION--BLOCK A

BEING A PORTION OF A TRACT OF LAND AS RECORDED IN A DEED TO IMA DEVELOPMENT GROUP RECORDED IN INSTRUMENT NO. 1995-31364, DEED RECORDS DENTON COUNTY TEXAS, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A 1/2" CAPPED IRON ROD FOUND LYING IN THE NORTH RIGHT-OF-WAY LINE OF FM 407, SAID CORNER ALSO BEING THE SOUTHWEST CORNER OF THIS TRACT, AND THE SOUTHEAST CORNER OF A TRACT OF LAND BELONGING TO HENRY & PAT WITHEE AS RECORDED IN VOLUME 2987, PAGE 898, DEED RECORDS, DENTON COUNTY, TEXAS;

THENCE ALONG THE COMMON LINE OF THE AFOREMENTIONED WITHEE TRACT, AND DEPARTING THE AFOREMENTIONED NORTH RIGHT-OF-WAY LINE OF FM 407, NORTH 00 DEGREES 35 MINUTES 28 SECONDS WEST, A DISTANCE OF 1956.01 FEET TO A 1/2" IRON ROD FOUND FOR THE NORTHWEST CORNER;

THENCE DEPARTING THE COMMON LINE OF THE AFOREMENTIONED WITHEE TRACT, NORTH 89 DEGREES 24 MINUTES 55 SECONDS EAST, A DISTANCE OF 672.72 FEET, TO A 1/2" IRON ROD FOUND CORNER;

THENCE ALONG THE COMMON LINE OF THE AFOREMENTIONED SHAUGHNESSY ADDITION, NORTH 89 DEGREES 07 MINUTES 40 SECONDS EAST, A DISTANCE OF 514.96 FEET TO A 5/8" CAPPED IRON ROD SET FOR CORNER;

THENCE DEPARTING THE COMMON LINE OF THE AFOREMENTIONED SHAUGHNESSY ADDITION, SOUTH 02 DEGREES 17 MINUTES 35 SECONDS WEST, A DISTANCE OF 403.74 FEET. SAID POINT ALSO BEING THE BEGINNING OF A CURVE TO THE RIGHT, SAID CURVE HAVING A RADIUS OF 575.00 FEET, A BEARING OF SOUTH 6 DEGREES 30 MINUTES 05 SECONDS WEST, AND A LENGTH OF 84.36 FEET;

THENCE CONTINUING ALONG SAID CURVE, A DISTANCE OF 84.43 FEET, TO A POINT FOR CORNER;

THENCE SOUTH 10 DEGREES 42 MINUTES 29 SECONDS WEST, A DISTANCE OF 77.95 FEET, TO A POINT FOR CORNER. SAID POINT ALSO BEING THE BEGINNING OF A CURVE TO THE LEFT, SAID CURVE HAVING A RADIUS OF 635.00 FEET, A BEARING OF SOUTH 05 DEGREES 21 MINUTES 14 SECONDS WEST, AND A LENGTH OF 118.50 FEET;

THENCE CONTINUING ALONG SAID CURVE, A DISTANCE OF 118.67 FEET, TO A POINT FOR CORNER;

THENCE SOUTH 00 DEGREES 00 MINUTES 00 SECONDS EAST, A DISTANCE OF 446.20 FEET, TO A 5/8" CAPPED IRON ROD SET FOR CORNER. SAID POINT ALSO BEING THE BEGINNING OF A CURVE TO THE RIGHT, SAID CURVE HAVING A RADIUS OF 575.00 FEET, A BEARING OF SOUTH 07 DEGREES 12 MINUTES 41 SECONDS WEST, AND A LENGTH OF 144.36 FEET;

THENCE CONTINUING ALONG SAID CURVE, A DISTANCE OF 144.74 FEET, TO A POINT FOR CORNER;

THENCE SOUTH 14 DEGREES 25 MINUTES 22 SECONDS WEST, A DISTANCE OF 127.54 FEET, TO A 5/8" CAPPED IRON ROD SET FOR CORNER. SAID POINT ALSO BEING THE BEGINNING OF A CURVE TO THE LEFT, SAID CURVE HAVING A RADIUS OF 720.00 FEET, A BEARING OF SOUTH 09 DEGREES 16 MINUTES 02 SECONDS WEST, AND A LENGTH OF 129.40 FEET;

THENCE CONTINUING ALONG SAID CURVE, A DISTANCE OF 129.57 FEET, TO A POINT FOR CORNER;

THENCE SOUTH 89 DEGREES 44 MINUTES 23 SECONDS WEST, A DISTANCE OF 198.48 FEET, TO A 5/8" CAPPED IRON ROD SET FOR CORNER;

THENCE SOUTH 00 DEGREES 38 MINUTES 07 SECONDS EAST, A DISTANCE OF 442.55 FEET, TO A 5/8" CAPPED IRON ROD SET FOR CORNER. SAID POINT ALSO LYING IN THE AFOREMENTIONED NORTH RIGHT-OF-WAY LINE OF FM 407;

THENCE CONTINUING ALONG THE AFOREMENTIONED NORTH RIGHT-OF-WAY LINE OF FM 407, SOUTH 89 DEGREES 40 MINUTES 56 SECONDS WEST, A DISTANCE OF 851.87 FEET, TO THE POINT OF BEGINNING AND CONTAINING 2,097,349.51 SQ. FT. OR 48.149 ACRES OF LAND, MORE OR LESS.

OWNER'S CERTIFICATE

STATE OF TEXAS:
COUNTY OF DENTON:

LEGAL DESCRIPTION--BLOCK B

BEING A TRACT OF LAND AS RECORDED IN A DEED TO IMA DEVELOPMENT GROUP RECORDED IN INSTRUMENT NO. 2017-9020, DEED RECORDS DENTON COUNTY TEXAS, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A 1/2" IRON ROD FOUND FOR THE NORTHWEST CORNER, SAID POINT ALSO BEING THE SOUTHEAST CORNER OF A TRACT OF LAND BELONGING TO 8585 THOMPSON ROAD LLC, AS RECORDED IN INSTRUMENT NO. 2015-101170, DEED RECORDS, DENTON COUNTY, TEXAS;

THENCE DEPARTING THE COMMON LINE OF THE AFOREMENTIONED THOMPSON ROAD LLC TRACT AND ALONG THE COMMON LINE OF A TRACT OF LAND BELONGING TO PAULA KAY THOMPSON, ROGER LESLIE THOMPSON, AND DONALD ALLEN THOMPSON, AS RECORDED IN INSTRUMENT NO. 2009-147653, SOUTH 72 DEGREES 16 MINUTES 05 SECONDS EAST, A DISTANCE OF 124.56 FEET TO A 1/2" IRON ROD FOUND FOR CORNER;

THENCE CONTINUING ALONG THE AFOREMENTIONED PAULA KAY THOMPSON, ROGER LESLIE THOMPSON, AND DONALD ALLEN THOMPSON TRACT, SOUTH 88 DEGREES 35 MINUTES 14 SECONDS EAST, A DISTANCE OF 66.16 FEET TO 1/2" IRON ROD FOUND FOR CORNER;

THENCE DEPARTING THE COMMON LINE OF THE AFOREMENTIONED PAULA KAY THOMPSON, ROGER LESLIE THOMPSON, AND DONALD ALLEN THOMPSON TRACT, SOUTH 00 DEGREES 37 MINUTES 26 SECONDS EAST, A DISTANCE OF 1,174.15 FEET TO 1/2" IRON ROD FOUND FOR CORNER;

THENCE SOUTH 01 DEGREES 23 MINUTES 27 SECONDS WEST, A DISTANCE OF 100.00 FEET TO 1/2" IRON ROAD FOUND FOR CORNER;

THENCE NORTH 88 DEGREES 27 MINUTES 00 SECONDS WEST, A DISTANCE OF 101.35 FEET TO 1/2" IRON ROAD FOUND FOR CORNER;

THENCE DEPARTING THE COMMON LINE OF THE AFOREMENTIONED PAULA KAY THOMPSON, ROGER LESLIE THOMPSON, AND DONALD ALLEN THOMPSON TRACT, SOUTH 00 DEGREES 37 MINUTES 26 SECONDS EAST, A DISTANCE OF 793.79 FEET TO 1/2" IRON ROD FOUND FOR CORNER; A 3/8" IRON ROD FOUND FOR A SOUTHEAST CORNER OF THIS TRACT. SAID POINT ALSO BEING THE NORTHEAST CORNER OF A TRACT OF LAND BELONGING TO THE TOWN OF NORTHLAKE;

THENCE CONTINUING WEST ALONG THE COMMON LINE OF THE AFOREMENTIONED TOWN OF NORTHLAKE TRACT, SOUTH 89 DEGREES 51 MINUTES 41 SECONDS WEST, A DISTANCE OF 209.38 FEET TO A 3/8" IRON ROD FOUND FOR A SOUTHEAST CORNER OF THIS TRACT;

THENCE CONTINUING SOUTH ALONG THE COMMON LINE OF THE AFOREMENTIONED TOWN OF NORTHLAKE TRACT, SOUTH 00 DEGREES 38 MINUTES 34 SECONDS EAST, A DISTANCE OF 626.49 FEET TO A 5/8" CAPPED IRON ROD SET FOR THE SOUTHEAST CORNER OF THIS TRACT;

THENCE DEPARTING THE COMMON LINE OF THE AFOREMENTIONED TOWN OF NORTHLAKE TRACT, SOUTH 89 DEGREES 40 MINUTES 56 SECONDS WEST, A DISTANCE OF 115.40 FEET TO A 5/8" CAPPED IRON ROD SET FOR THE SOUTHWEST CORNER OF THIS TRACT;

THENCE NORTH 00 DEGREES 53 MINUTES 45 SECONDS WEST, A DISTANCE OF 117.25 TO A POINT FOR CORNER. SAID POINT ALSO BEING THE BEGINNING OF A CURVE TO THE RIGHT, SAID CURVE HAVING A RADIUS OF 660.00 FEET, A BEARING OF NORTH 6 DEGREES 46 MINUTES 04 SECONDS EAST, AND A LENGTH OF 175.83 FEET;

THENCE CONTINUING ALONG SAID CURVE, A DISTANCE OF 176.36 FEET, TO A POINT FOR CORNER;

THENCE NORTH 14 DEGREES 25 MINUTES 22" SECONDS EAST, A DISTANCE OF 127.54 FEET TO A POINT FOR CORNER. SAID POINT ALSO BEING THE BEGINNING OF A CURVE TO THE LEFT, SAID CURVE HAVING A RADIUS OF 635.00 FEET, A BEARING OF NORTH 7 DEGREES 12 MINUTES 41 SECONDS EAST, AND A LENGTH OF 159.42 FEET;

THENCE CONTINUING ALONG SAID CURVE, A DISTANCE OF 159.85 FEET, TO A POINT FOR CORNER;

THENCE NORTH 00 DEGREES 00 MINUTES 00 SECONDS EAST, A DISTANCE OF 446.20 FEET, TO A POINT FOR CORNER. SAID POINT BEING THE BEGINNING OF A CURVE TO THE RIGHT, SAID CURVE HAVING A RADIUS OF 575.00 FEET, A BEARING OF NORTH 5 DEGREES 21 MINUTES 14 SECONDS EAST, AND A LENGTH OF 107.30 FEET;

THENCE CONTINUING ALONG SAID CURVE, A DISTANCE OF 107.46 FEET, TO A POINT FOR CORNER;

THENCE NORTH 10 DEGREES 42 MINUTES 29 SECONDS EAST, A DISTANCE OF 77.95 FEET, TO A POINT FOR CORNER. SAID POINT BEING THE BEGINNING OF A CURVE TO THE LEFT, SAID CURVE HAVING A RADIUS OF 635.00 FEET, A BEARING OF NORTH 06 DEGREES 30 MINUTES 05 SECONDS EAST, AND A LENGTH OF 93.16 FEET;

THENCE CONTINUING ALONG SAID CURVE, A DISTANCE OF 93.24 FEET, TO A POINT FOR CORNER;

THENCE NORTH 02 DEGREES 17 MINUTES 41 SECONDS EAST, A DISTANCE OF 400.23 FEET TO A POINT FOR CORNER. SAID POINT BEING THE BEGINNING OF A CURVE TO THE LEFT, SAID CURVE HAVING A RADIUS OF 635.00 FEET, A BEARING OF NORTH 01 DEGREES 48 MINUTES 16 SECONDS EAST, AND A LENGTH OF 10.87 FEET;

THENCE CONTINUING ALONG SAID CURVE, A DISTANCE OF 10.87 FEET, TO A POINT FOR CORNER;

THENCE NORTH 01 DEGREES 18 MINUTES 51 SECONDS EAST, A DISTANCE OF 231.84 FEET TO A POINT FOR CORNER;

THENCE SOUTH 89 DEGREES 39 MINUTES 37 SECONDS WEST, A DISTANCE OF 7.01 FEET TO A POINT FOR CORNER;

THENCE NORTH 00 DEGREES 37 MINUTES 29 SECONDS WEST, A DISTANCE OF 533.83 FEET TO THE POINT OF BEGINNING AND CONTAINING 502358.52 SQ. FT. OR 11.533 ACRES OF LAND, MORE OR LESS.

Construction Prohibited over Easements

No permanent buildings or structures shall be constructed over any existing or platted water, sanitary sewer, drainage, gas, electric, cable or other utility easement of any type.

Private Maintenance Note

The Town of Northlake shall not be responsible for maintenance of private streets, drives, emergency access easements, recreation areas, open spaces and drainage facilities, and said owners agree to indemnify and save harmless the Town of Northlake, Texas, from claims, damages and losses arising out of or from performance of the obligations of said owners set forth in this paragraph.

Flood Statement

According to the F.E.M.A. Flood Insurance Rate Map, Panel No. 48121C0505G, effective date April 18, 2011, by scale, no portion of this property lies within the 100 year flood zone.

UPPER TRINITY REGIONAL WATER DISTRICT (UTRWD) EXCLUSIVE EASEMENT DOCUMENT #2002-R0101442 PROTECTION CRITERIA:

1. THE MINIMUM DEPTH OF ALL PIPES WITHIN THE EASEMENT IS THREE (3) FEET FROM THE TOP OF THE PIPE TO THE SURFACE OF THE GROUND
2. THE SURFACE GRADE SHALL NOT BE CHANGED BY MORE THAN 1.5 FOOT WITHOUT WRITTEN APPROVAL FROM UTRWD.
3. UTILITY, ROAD AND OTHER CROSSINGS SHOULD CROSS AT A 45 DEGREE OR GREATER ANGLE. ALL CROSSINGS NEED TO BE SUBMITTED TO UTRWD FOR REVIEW AND APPROVAL. ALL PAVING WITHIN THE EASEMENT IS AT RISK. AT RISK MEANS THAT UTRWD IS NOT REQUIRED TO REPLACE PAVING WITHIN THE EASEMENT.
4. ALL CROSSING OF THE EASEMENT SHOULD BE SUBMITTED TO UTRWD FOR REVIEW AND APPROVAL.
5. UTRWD DOES NOT TYPICALLY ALLOW DRILLING OR EXCAVATING ACTIVITIES AND PERMANENT STRUCTURES INCLUDING FENCING WITHIN THE EASEMENT BOUNDARIES.
6. THE PIPELINE CANNOT BE SHUT DOWN AND NEEDS TO BE PROTECTED IN PLACE AT ALL TIMES.
7. ADDING LANDSCAPING WITHIN THE EASEMENT REQUIRES UTRWD APPROVAL. LANDSCAPING PLACED WITHIN THE EASEMENT IS AT RISK. AT RISK MEANS THAT UTRWD IS NOT REQUIRED TO REPLACE LANDSCAPING WITHIN THE EASEMENT IN THE EVENT WE NEED TO ACCESS THE EASEMENT OR PIPELINE. UTRWD WILL NOT ALLOW DEEP ROOTED TREES AND OTHER LANDSCAPING THAT IMPEDES OUR ABILITY TO OPERATE AND MAINTAIN THE PIPELINE.
8. ANY STRUCTURES/FOUNDATIONS OR OTHER IMPROVEMENTS INSIDE OR ADJACENT TO THE EASEMENT THAT MAY IMPACT UTRWD'S ABILITY TO ACCESS AND MAINTAIN INFRASTRUCTURE WITHIN THE EASEMENT IS PROHIBITED. CONTACT UTRWD PRIOR TO CONSTRUCTING ANY STRUCTURES/FOUNDATIONS OR OTHER IMPROVEMENTS THAT COULD INTERFERE WITH THESE RIGHTS.
9. UTRWD HEREBY RETAINS ALL OF ITS PREEXISTING DOMINANT AND SUPERIOR LEGAL AND PROPERTY RIGHTS.

NOTES:

- 1) BASIS OF BEARING FOR THIS PLAT IS REFERENCED TO THE TEXAS COORDINATE SYSTEM, NAD-83, NORTH CENTRAL TEXAS ZONE 4202, AS DERIVED FROM GPS VECTORS OBTAINED FROM WESTERN DATA SYSTEMS RTK NETWORK.

ENGINEER:

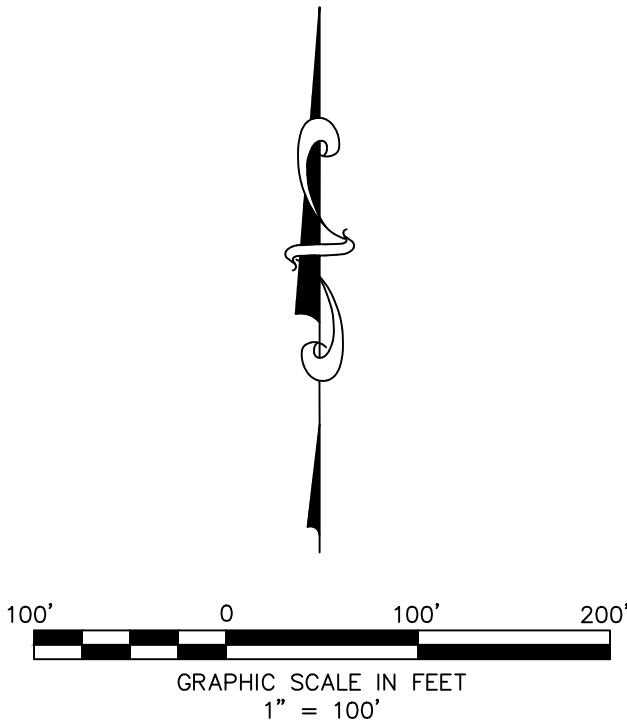
MAS CONSULTING ENGINEERS
2702 SE LOOP 820
FORT WORTH, TX 76140
PH: (817)870-2422
CONTACT: M. ANGEL SANCHEZ, P.E.

SURVEYOR:

EAGLE SURVEY
210 SOUTH ELM STREET, STE 104
DENTON, TX 46201
PH: (940)222-3009
CONTACT: EARNEST WOORSTER, R.P.L.S.

OWNER/DEVELOPER:

AMI & IMA DEVELOPMENT GROUP, LLC
8355 THOMPSON ROAD
JUSTIN, TX 76247
PH: (817)899-8803
CONTACT: TRACE ARNOLD

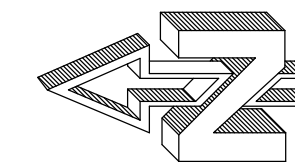


PRELIMINARY PLAT
 of
 AMI ADDITION
 LOTS 1-6, BLOCK A and LOT 1, BLOCK B
 Being 59.682 acres of land
 in the Patrick Rock Survey, A1063A
 an addition to the Extra-Territorial Jurisdiction of the
 TOWN OF NORTHLAKE, DENTON COUNTY, TEXAS

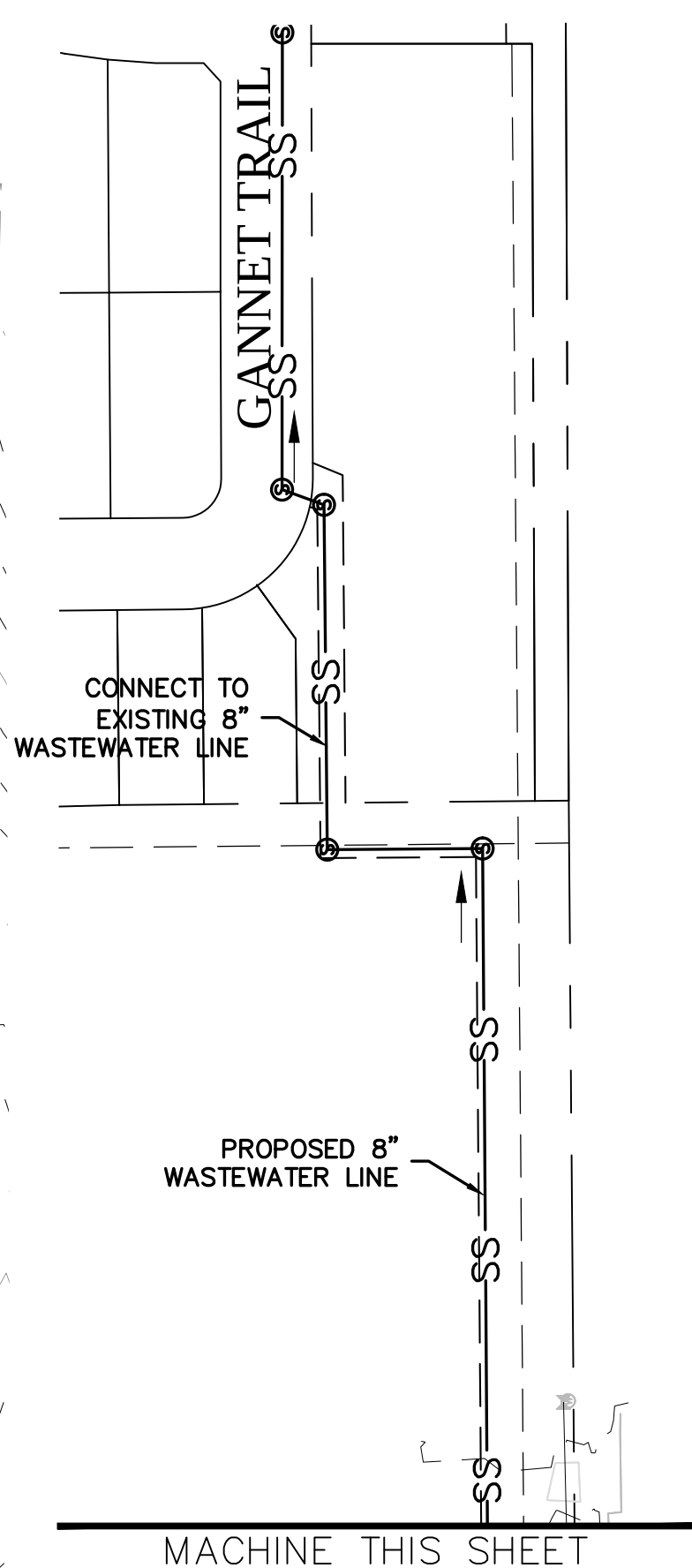
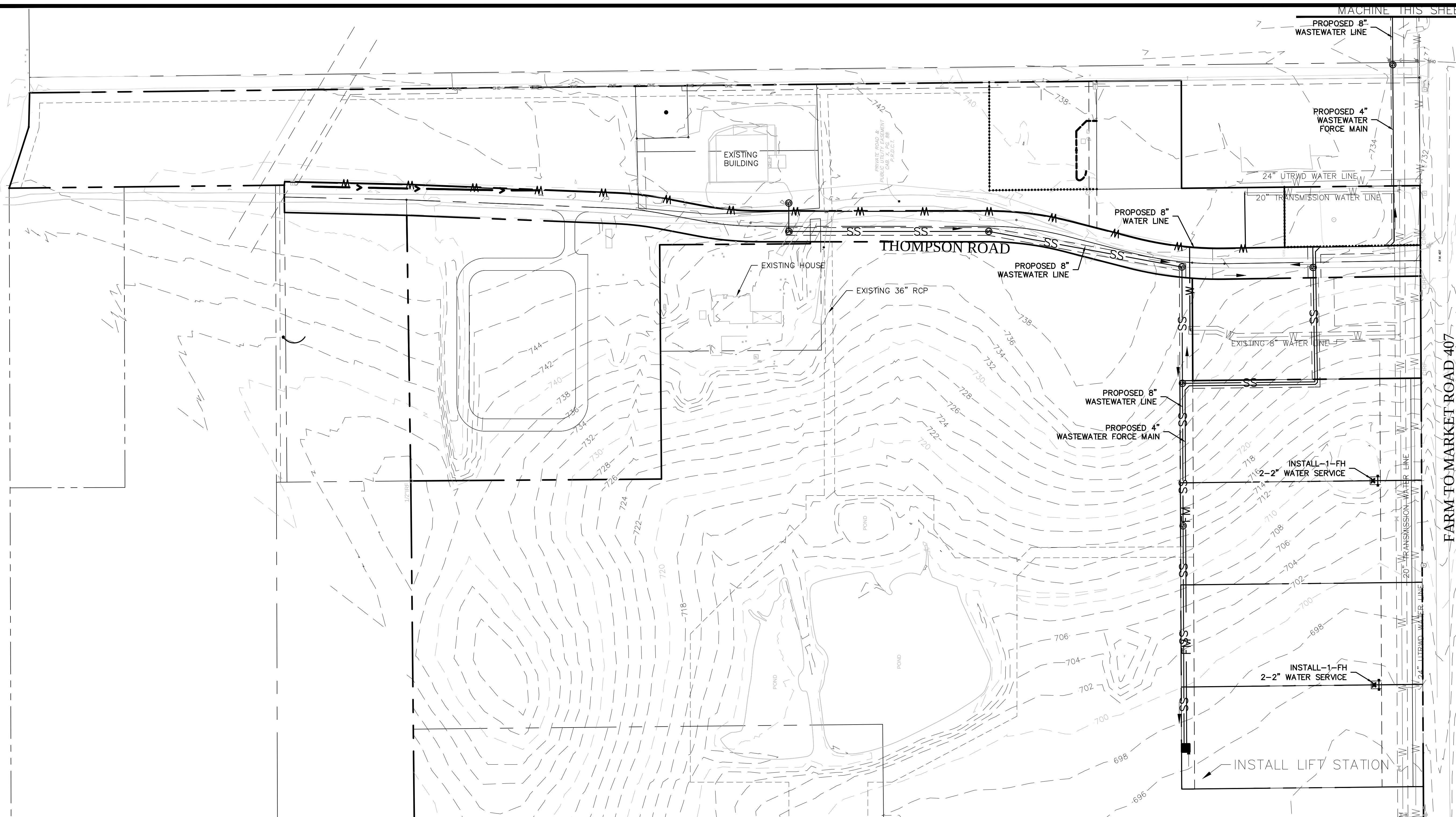
June, 2018

SHEET 3

DRAWN BY: RJS CHECKED BY: MAS



GRAPHIC SCALE
100 0 50 100
(IN FEET)
1 inch = 100 feet



CONCEPTUAL UTILITY PLAN
of
AMI ADDITION
LOTS 1-6, BLOCK A and LOT 1, BLOCK B
Being 59.682 acres of land
in the Patrick Rock Survey, A1063A
an addition to the Extra-Territorial Jurisdiction of the
TOWN OF NORTHLAKE, DENTON COUNTY, TEXAS

April, 2018

SHEET 5

MAS CIVIL ENGINEERS
TBPE REGISTRATION No. F-17018
2702 SE LOOP 820
FORT WORTH, TX 76140
TEL. (817) 708-2422

OWNER/DEVELOPER: AMI DEVELOPMENT GROUP, LLC 8355 THOMPSON ROAD JUSTIN, TX 76247 PH: (817)899-8803 CONTACT: TRACE ARNOLD	SURVEYOR: EAGLE SURVEY 210 SOUTH ELM STREET, STE 104 DENTON, TX 46201 PH: (940)222-3009 CONTACT: EARNEST WOORSTER, R.P.L.S	ENGINEER: MAS CONSULTING ENGINEERS 2702 SE LOOP 820 FORT WORTH, TX 76140 PH: (817)870-2422 CONTACT: M. ANGEL SANCHEZ, P.E.
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PLOTTED BY: MIGUEL SANCHEZ PLOT DATE: 7/19/2018 12:55 PM

Memo

To: Honorable Mayor and Town Council
From: Nathan Reddin, Development Director
CC: Drew Corn, Town Administrator
Shirley Rogers, Town Secretary
Date: July 26, 2018
Re: Final Plat for Alliance Northport Addition – Lot 3, Block A (FP-18-014)

Purpose: To consider approval of a Final Plat of Lot 3, Block A, Alliance Northport Addition, a one-lot phase of the Alliance Northport development, being a 32.177-acre tract of land out of the B.B.B. & C.R.R. Survey, Abstract No. 189, and the H.W. Cooke Survey, Abstract No. 310, generally located on the east side of IH 35W approximately 800 feet south of Dale Earnhardt Way and zoned Industrial (I).

Owner/Applicant: AIL Investment LP

Engineer/Surveyor: Peloton Land Solutions, Inc.

Background: Alliance Northport is the Hillwood development planned for approximately 255 acres on the east side of IH 35W extending from Sam Lee Lane on the south to the U.S. Army Corps of Engineers property north of Dale Earnhardt Way. AIL Investment LP is a Hillwood entity that purchased the property and plans to develop it with a mix of industrial, office and retail uses. Alliance Northport Building 1 is to be built on this Lot 3, Block A. The site plan for the project is on this same Council meeting agenda. It will be the second lot and building to be developed following the 1.2 million square-foot Alliance Northport Building 3 which is currently under construction southeast of this site.

Staff Analysis: The applicant has provided a final plat application in accordance with the requirements of the Unified Development Code. The final plat is comprised of 1 lot fronting on IH 35W, and it is consistent with the approved preliminary plat. A drainage study and civil construction plans for water, sewer, streets and drainage infrastructure to serve the plat have been reviewed and approved by staff.

Staff Findings: Staff finds the final plat meets or exceeds all applicable Town requirements.

TBPLS Firm Reg. No. 1017700
Copyright© 2018 Peloton Land Solutions, Inc.
10:09:20 AM
7/9/2018
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G:\JOB\HWA18017_Northport_1\Master_Dev\Survey\HWA18017_FAL.dgn

OWNERS CERTIFICATION

STATE OF TEXAS
COUNTY OF DENTON

WHEREAS ALLIANCE NORTHPORT NO.1,LTD.IS THE SOLE OWNER OF A 32.177 ACRE TRACT OF LAND SITUATED IN THE B.B.B. & C.R.R. COMPANY SURVEY, ABSTRACT NUMBER 189, AND THE H.W. COOKE SURVEY, ABSTRACT NUMBER 310, DENTON COUNTY, TEXAS, SAID TRACT BEING ALL OF THAT TRACT OF LAND DESCRIBED BY LIMITED WARRANTY DEED TO ALLIANCE NORTHPORT NO.1, LTD., RECORDED IN INSTRUMENT NUMBERS 2018-73156, REAL PROPERTY RECORDS, DENTON COUNTY, TEXAS, SAID 32.177 ACRE TRACT BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT A 5/8 INCH IRON ROD FOUND AT THE SOUTHWEST CORNER OF SAID AIL INVESTMENT TRACT, RECORDED IN INSTRUMENT NUMBER 2015-76968, BEING IN THE EAST RIGHT-OF-WAY LINE OF INTERSTATE HIGHWAY 35W, RECORDED IN INSTRUMENT NUMBER 2011-21643, SAID COUNTY RECORDS, ALSO BEING THE NORTHWEST CORNER OF THAT TRACT OF LAND DESCRIBED BY DEED TO AIL INVESTMENT, L.P., RECORDED IN INSTRUMENT NUMBER 2015-92103, SAID COUNTY RECORDS;

THENCE N 37°56'25"E, 17.80 FEET, WITH THE EAST RIGHT-OF-WAY LINE OF SAID INTERSTATE HIGHWAY 35W, TO A 5/8 INCH IRON ROD WITH PLASTIC CAP STAMPED "PELTON" SET AT THE SOUTHWEST CORNER OF THE AFOREMENTIONED ALLIANCE NORTHPORT NO. 1, TRACT, BEING POINT OF BEGINNING;

THENCE N 37°56'25"E, 851.95 FEET, CONTINUING WITH SAID EAST RIGHT-OF-WAY LINE, TO A 5/8 INCH IRON ROD FOUND;

THENCE N 39°51'53"E, CONTINUING WITH SAID EAST RIGHT-OF-WAY LINE, AT 975.25 FEET THE SOUTHWEST CORNER OF THE AFOREMENTIONED AIL INVESTMENT TRACT, RECORDED IN INSTRUMENT NUMBER 2015-76969, IN ALL 1058.45 FEET, TO A 5/8 INCH IRON ROD WITH PLASTIC CAP STAMPED "PELTON" SET AT THE NORTHWEST CORNER OF SAID ALLIANCE NORTHPORT NO.1 TRACT;

THENCE S 50°11'09"E, 1067.40 FEET, DEPARTING SAID EAST RIGHT-OF-WAY LINE, TO A 5/8 INCH IRON ROD WITH PLASTIC CAP STAMPED "PELTON" SET;

THENCE S 61°00'20"W, 559.55 FEET, TO A 5/8 INCH IRON ROD WITH PLASTIC CAP STAMPED "PELTON" SET;

THENCE S 39°49'35"W, 689.56 FEET, TO A 5/8 INCH IRON ROD WITH PLASTIC CAP STAMPED "PELTON" SET;

THENCE S 89°59'49"W, 1091.09 FEET TO THE POINT OF BEGINNING AND CONTAINING 1,401,631 SQUARE FEET OR 32.177 ACRES OF LAND MORE OR LESS.

OWNERS DEDICATION

STATE OF TEXAS
COUNTY OF DENTON

NOW THEREFORE, KNOWN ALL MEN BY THESE PRESENTS:

THAT ALLIANCE NORTHPORT NO.1, LTD., DOES HEREBY ADOPT THIS PLAT DESIGNATING THE HEREIN DESCRIBED PROPERTY AS ALLIANCE NORTHPORT ADDITION, LOT 3, BLOCK A, AN ADDITION TO THE TOWN OF NORTHLAKE, DENTON COUNTY, TEXAS AND DO HEREBY DEDICATE TO THE PUBLIC USE FOREVER THE STREETS AND EASEMENTS SHOWN ON THIS PLAT, EXCEPT THOSE EASEMENTS AND RIGHTS-OF-WAY CREATED OR DEDICATED BY SEPERATE INSTRUMENT AS SHOWN HEREON, FOR THE MUTUAL USE AND ACCOMMODATION OF ALL PUBLIC UTILITIES DESIRING TO USE OR USING SAME, ANY PUBLIC UTILITY SHALL HAVE THE RIGHT TO REMOVE AND KEEP REMOVED ALL OR PART OF ANY BUILDINGS, FENCES, TREES, SCHRUBS OR OTHER GROWTHS OR IMPROVEMENTS WHICH IN ANY WAY ENDANGER OR INTERFERE WITH THE CONSTRUCTION, MAINTENANCE OR EFFECIENCY OF ITS RESPECTIVE SYSTEMS ON ANY OF THESE EASEMENT STRIPS AND ANY PUBLIC UTILITY SHALL, AT ALL TIMES HAVE THE RIGHT OF INGRESS AND EGRESS TO AND FROM AND UPON THE SAID STRIPS FOR THE PURPOSE OF CONSTRUCTION, RECONSTRUCTION, INSPECTION, PATROLLING, MAINTAINING, AND ADDING TO OR REMOVING ALL OR PART OF ITS RESPECTIVE SYSTEMS WITHOUT THE NECESSITY AT ANY TIME PROCURING THE PERMISSION OF ANYONE.

WITNESS MY HAND, THIS THE ____ DAY OF _____, A.D., 2018.

ALLIANCE NORTHPORT NO.1, LTD.
A TEXAS LIMITED PARTNERSHIP

BY: HILLWOOD ALLIANCE MANAGEMENT II, LLC
A TEXAS LIMITED LIABILITY COMPANY,
ITS GENERAL PARTNER

BY:

NAME: L. RUSSELL LAUGHLIN
TITLE: EXECUTIVE VICE PRESIDENT

STATE OF TEXAS
COUNTY OF TARRANT

THIS INSTRUMENT WAS ACKNOWLEDGED BEFORE ME ON _____, 2018
BY L. RUSSELL LAUGHLIN, EXECUTIVE VICE PRESIDENT OF HILLWOOD ALLIANCE MANAGEMENT, II, LLC, A TEXAS LIMITED LIABILITY COMPANY, IN ITS CAPACITY AS GENERAL PARTNER OF ALLIANCE NORTHPORT NO.1, LTD., A TEXAS LIMITED PARTNERSHIP, ON BEHALF OF SAID LIMITED PARTNERSHIP.

NOTARY PUBLIC, STATE OF TEXAS

MY COMMISSION EXPIRES: _____

SURVEYORS CERTIFICATION

KNOWN ALL MEN BY THESE PRESENTS

THAT I, TODD A. BRIDGES, A REGISTERED PROFESSIONAL LAND SURVEYOR LICENSED IN THE STATE OF TEXAS, DO HEREBY CERTIFY THAT THIS PLAT IS TRUE AND CORRECT AND WAS PREPARED FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION ON THE GROUND.

TODD A. BRIDGES

"Preliminary, this document shall not be recorded for any purpose and shall not be used or viewed or relied upon as a final survey document" 22 TAC 663.18C
Todd A. Bridges, RPLS 4940
Date: 7/9/2018

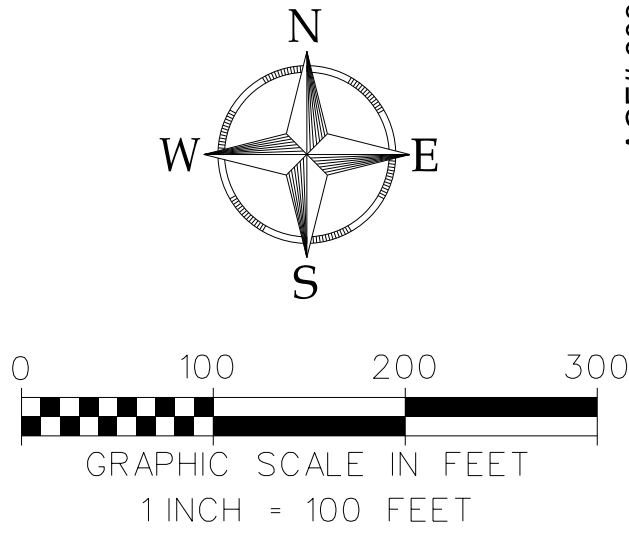
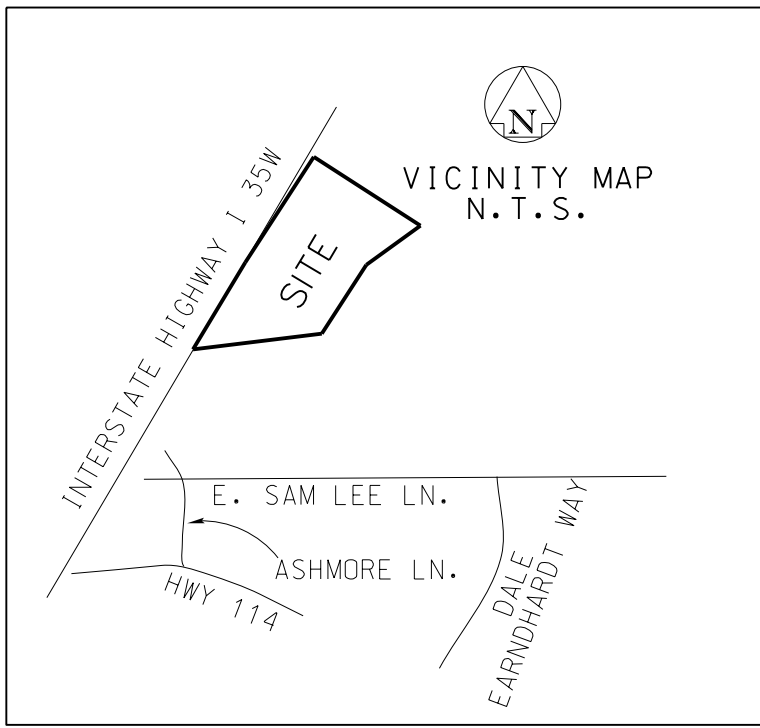
STATE OF TEXAS
COUNTY OF TARRANT

BEFORE ME, THE UNDERSIGNED AUTHORITY, A NOTARY IN AND FOR SAID COUNTY AND STATE OF TEXAS, ON THE DAY PERSONALLY APPEARED TODD A. BRIDGES, KNOWN TO ME TO BE THE SAME PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME FOR THE PURPOSE AND CONSIDERATION THEREIN EXPRESSED.

GIVEN UNDER MY HAND AND SEAL OF THIS ____ DAY OF _____, 2018

NOTARY PUBLIC IN AND FOR THE STATE OF TEXAS

MY COMMISSION EXPIRES: _____



ACF# 60340

LOT 3, BLOCK A

MIN. FFE. = 607.70'

32.177 Acres

ALLIANCE NORTHPORT NO.1, LTD.
INST.# 2018-73156
R.P.R.D.C.T.

H.W. COOKE
SURVEY

ABSTRACT NUMBER
310

B.B.B. & C.R.R. CO.
SURVEY

ABSTRACT NUMBER
189

APPROVAL BY THE TOWN COUNCIL ON:	
DATE	_____
MAYOR, TOWN OF NORTHLAKE	_____
TOWN SECRETARY, TOWN OF NORTHLAKE	_____

FINAL PLAT OF

Alliance Northport Addition
Lot 3, Block A

BEING 32.177 ACRES IN THE
B.B.B. & C.R.R. COMPANY SURVEY, ABSTRACT NUMBER 189, AND
THE H.W. COOKE SURVEY, ABSTRACT NUMBER 310
IN THE TOWN OF NORTHLAKE, DENTON COUNTY, TEXAS
1 LOT
CURRENT ZONING: "I" (INDUSTRIAL)

SURVEYOR
PELTON LAND SOLUTIONS, INC.
9800 HILLWOOD PARKWAY, SUITE 250
FORT WORTH, TEXAS 76177
(817) 562.3350

OWNER
ALLIANCE NORTHPORT NO.1, LTD.
9800 HILLWOOD PARKWAY, SUITE 300
FORT WORTH, TEXAS 76177
(817) 224-6000

FINAL PLAT OF
Alliance Northport
Lot 3, Block A
BEING 32.177 ACRES IN THE
B.B.B. & C.R.R. COMPANY SURVEY, ABSTRACT NUMBER 189, AND
THE H.W. COOKE SURVEY, ABSTRACT NUMBER 310
IN THE TOWN OF NORTHLAKE, DENTON COUNTY, TEXAS

PELTON
LAND SOLUTIONS
9800 HILLWOOD PARKWAY, SUITE 250
FORT WORTH, TEXAS 76177 PH.# 817-562-3350

SHEET

OF SHEETS

Memo

To: Honorable Mayor and Town Council
From: Nathan Reddin, Development Director
CC: Drew Corn, Town Administrator
Shirley Rogers, Town Secretary
Date: July 26, 2018
Re: Site Plan for Alliance Northport Building 1 (SP-18-003)

Purpose: Consider approval of a Site Plan for Alliance Northport Building 1, a proposed 500,076 square-foot industrial building on 32.07 acres of land situated in the B.B.B. & C.R.R. Survey, Abstract No. 189, and the H.W. Cooke Survey, Abstract No. 310, to be platted as Lot 3, Block A, Alliance Northport Addition, generally located on the east side of IH 35W approximately 800 feet south of Dale Earnhardt Way and zoned Industrial (I).

Owner/Applicant: AIL Investment LP

Engineer: Peloton Land Solutions, Inc.

Architect: RGA Architects

Existing Condition of the Property: The subject property is currently vacant, and the previous agenda item proposes to final plat the property as Lot 3, Block A, Alliance Northport Addition. This is the second building proposed in Alliance Northport, the proposed Hillwood development planned for approximately 255 acres on the east side of IH 35W extending from Sam Lee Lane on the south to the U.S. Army Corps of Engineers property north of Dale Earnhardt Way. AIL Investment LP is a Hillwood entity that purchased the property and plans to develop it with a mix of industrial, office and retail uses. The first building in the development, the 1.2 million square-foot Building 3, is currently under construction southeast of this site.

Staff Analysis:

Access: Two access points to the site will be provided, both from IH 35W and pending TxDOT review and approval. Both access drives are designed to accommodate passenger vehicle and truck traffic. A fire lane loop is provided around the entire building to meet fire access requirements.

Parking: Building 1 is proposed to be 500,076 square feet and used as a warehouse/distribution center. The parking standards in Article 10 of the UDC require that a minimum of "1 space for each 2 employees or 1 space for each 1,000 square feet of total floor area, whichever is greater" be provided. 501 parking spaces are necessary to meet the standard for the proposed building. The developer has submitted a variance request for consideration prior to this site plan

to make the parking requirement for Lot 3, Block A, Alliance Northport Addition, “a minimum of 1 parking space for each 10,000 square feet of total floor area” which would require a minimum of 51 spaces for the building as planned. The site plan provides 255 parking spaces with an additional 163 parking spaces shown which may be constructed in the future as necessary. This provides an ultimate total of 418 parking spaces, approximately 1 space per 1,200 square feet. This does not include the 86 trailer parking spaces that are also provided.

***Fencing, Lighting,
and Signage:***

The location of walls to screen the truck courts are identified on the site plan. No other fencing is proposed on the site plan. Any additional fencing shall meet the requirements of the UDC at time of permitting. No outdoor lighting or sign locations or details were provided with the site plan package. Any outdoor lighting or signs must meet the requirements of the UDC at time of permitting.

Landscaping:

Detailed landscape plans have been provided showing landscaping meeting and exceeding the requirements of the UDC. Additional landscaping has been added along IH 35W to provide natural screening of the truck court and dock doors for IH 35W on the west side of the building.

Building Elevations:

Architectural elevations are provided showing all four sides of the proposed building. The building elevations appear to comply with the exterior building materials and design requirements of the UDC.

Criteria for Approval: Section 12.15 of the Unified Development Code (UDC) outlines the site plan process and includes the following criteria for Town Council to consider when taking final action on a site plan.

1. The site plan is consistent with the general purpose and intent of the applicable zoning district regulations.
2. The site plan is compatible with adjacent developments and neighborhoods and includes improvements to mitigate development related adverse impacts.
3. The site plan does not generate pedestrian or vehicular traffic which will be hazardous or conflict with the existing traffic patterns in the area.
4. The site plan incorporates features to minimize adverse effects on adjacent properties.
5. Adequate capacity of public or private facilities for water, sewer, electricity and transportation to and through the development are provided to the site.
6. The site plan meets the standards for the zoning district, or to the extent variations from such standards have been requested, that such variations are necessary to render the use compatible with adjoining development and the neighborhood.
7. The proposed use and associated site plan promote the health, safety or general welfare of the Town and the safe, orderly, efficient and healthful development of the Town.

Staff Findings: Staff has reviewed the site plan package and finds it meets the criteria above and meets or exceeds all applicable requirements of the Unified Development Code (UDC) except for the parking standards which the applicant is seeking a variance for at this same meeting.

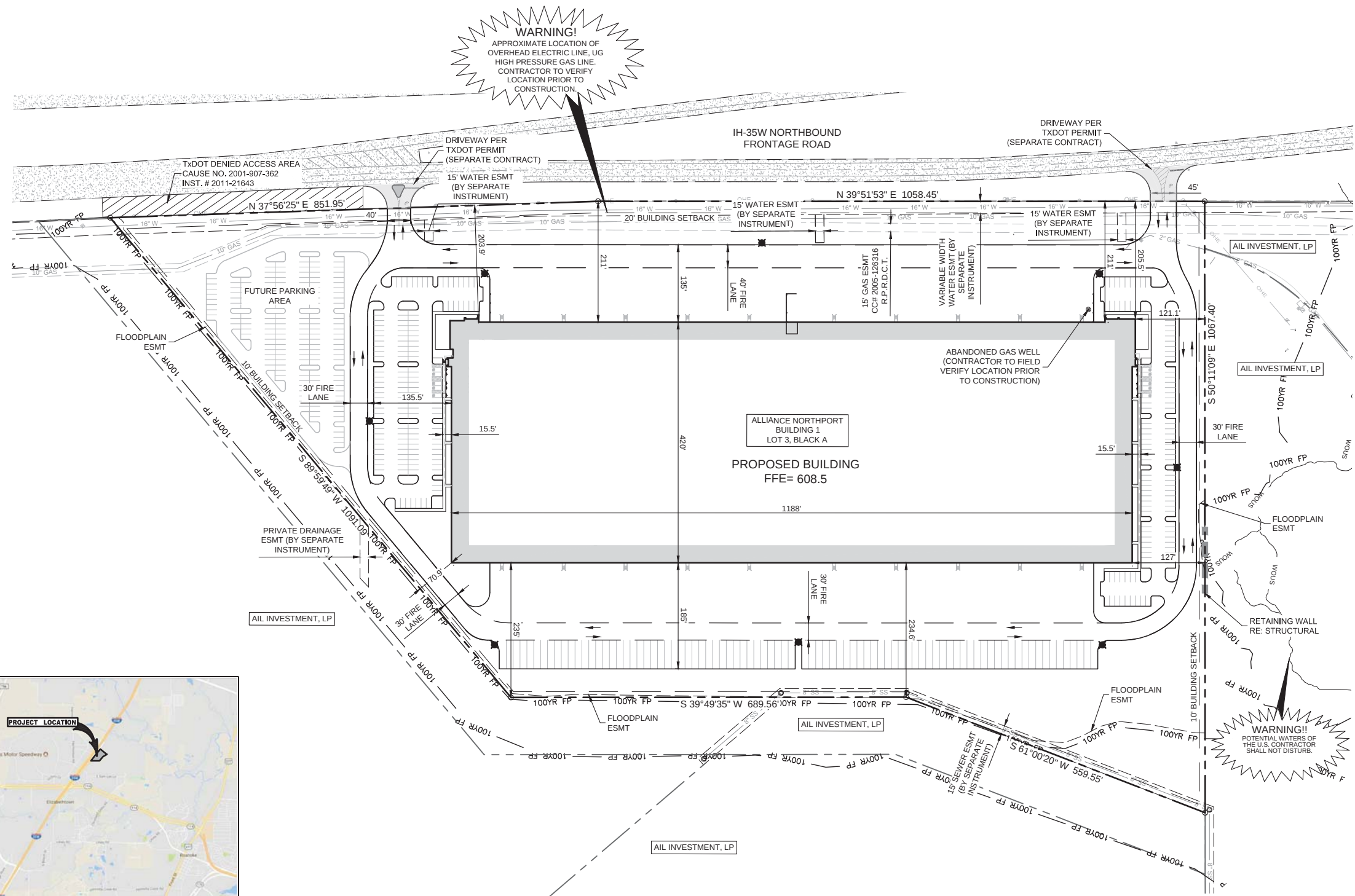
Attachments:

- Site Plan package (Site Plan, Landscape Plan & Building Elevations)

NOTE: THE CONTRACTOR SHALL CONTACT THE FOLLOWING AT LEAST 48 HOURS PRIOR TO EXCAVATING IN THIS AREA:

TEXAS 811	1-800-344-8377
ATMOS GAS	972-881-4161
TXU ELECTRIC DELIVERY	1-800-711-9112
TOWN OF NORTHLAKE	940-648-3290

CONTRACTOR TO FIELD VERIFY ALL EXISTING UTILITIES VERTICALLY AND HORIZONTALLY PRIOR TO CONSTRUCTION.



- NOTES:
1. ALL DIMENSIONS ARE TO FACE OF CURB, FACE OF WALL, FACE OF BUILDING, CENTER OF STRIPING, OR CENTER OF PROPERTY LINE UNLESS OTHERWISE NOTED.
 2. ALL CURB RADII ARE TO FACE OF CURB AND ARE 4' UNLESS OTHERWISE NOTED.
 3. REFER TO ARCHITECTURAL AND STRUCTURAL PLANS FOR BUILDING LAYOUT AND DESIGN.
 4. ANY ALTERATION TO THE SITE PLAN, INCLUDING BUILDING ELEVATION AND LANDSCAPE SUBSTITUTIONS, REQUIRE TOWN APPROVAL THROUGH A REVISED PLAN, STAMPED BY STAFF.
 5. REFER TO LANDSCAPE PLANS FOR FENCE AND HARDSCAPE LAYOUT AND DESIGN.
 6. ALL MECHANICAL EQUIPMENT, DUMPSTERS, ROOFTOP UNITS, ETC SHALL BE SCREENED IN COMPLIANCE WITH THE TOWN ORDINANCES.
 7. ALL STRIPING SHALL BE PAINTED 4" WIDE WHITE TRAFFIC PAINT, TWO (2) COATS, UNLESS OTHERWISE NOTED.
 8. ALL PROPOSED RAMPS TO FOLLOW THE ARCHITECTURAL BARRIERS TEXAS ACCESSIBILITY STANDARDS (TAS).
 9. CONTRACTOR SHALL VERIFY ALL DIMENSIONS & COORDINATES PRIOR TO CONSTRUCTION.
 10. ALL COORDINATES ARE NAD83 SURFACE, TEXAS NORTH CENTRAL ZONE.
 11. REFER TO CONSTRUCTION DETAILS (C204) FOR STANDARD PARKING STALL DIMENSIONS.
 12. ALL PORTIONS OF THE ACCESSIBLE ROUTE SHALL HAVE A MAXIMUM CROSS SLOPE OF 2% AND A MAXIMUM LONGITUDINAL SLOPE OF 5% (EXCLUDING RAMPS WHERE INDICATED).
 13. SLOPED WALKS SHALL HAVE A MAXIMUM CROSS SLOPE OF 2% AND A MAXIMUM LONGITUDINAL SLOPE OF 5%.
 14. CONTRACTOR TO FORM SIDEWALKS AND CONFIRM SLOPES PRIOR TO PAVING. CONTRACTOR SHALL CONTACT ENGINEER IF CONFLICTS EXIST.

BENCHMARKS

BM #1 - "X" CUT ON THE SOUTHEAST CORNER OF THE SOUTH RIGHT-OF-WAY OF SAM LEE LANE, ±693' WEST OF CENTER LINE OF DALE EARNHARDT WAY.

ELEVATION=610.83
N: 7060951.89
E: 2349946.01

BM #2 - "X" CUT ON CURB ON SOUTHEAST CORNER OF DALE EARNHARDT WAY AND SAM LEE LANE, ±73' SOUTHWEST OF FIRE HYDRANT, ±42' SOUTHEAST OF STORM MANHOLE AND ±82' SOUTHEAST OF SANITARY SEWER MANHOLE.

ELEVATION = 603.87'
N: 7060963.15
E: 2350704.63

PRELIMINARY -FOR REVIEW ONLY-

THESE DOCUMENTS ARE FOR DESIGN REVIEW ONLY AND ARE NOT INTENDED FOR CONSTRUCTION, BIDDING, OR PERMIT PURPOSE. THEY ARE PREPARED BY, OR UNDER THE SUPERVISION OF:

KYLE A. KATTNER 118741 07/09/2018
TYPE OR PRINT NAME PE # DATE

NO.	DATE	REVISION

ALLIANCE NORTHPORT
BUILDING 1

OVERALL SITE PLAN

TOWN OF NORTHLAKE, DENTON COUNTY,
TEXAS

PELOTON
LAND SOLUTIONS

TEXAS REGISTRATION ENGINEERING FIRM NO. 12207
8800 HILLWOOD PKWY, SUITE 250 - FT WORTH, TEXAS 76177
FORT WORTH PHONE: (817) 562-3350

DESIGNED: KAK	DATE	PROJECT #	SHEET
DRAWN: MBL/TCG	JULY 2018	HWA18017	C201
REVIEWER: KAK			



VICINITY MAP

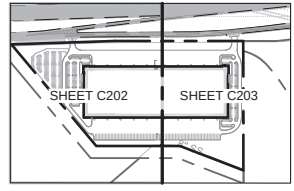
SCALE : N.T.S.



OWNER / DEVELOPER:
HILLWOOD ALLIANCE SERVICES, LLC
9800 HILLWOOD PARKWAY
SUITE 300
FORT WORTH, TEXAS 76177
PHONE: (817) 224-6000
FAX: (817) 244-6060

ENGINEER/SURVEYOR:
PELOTON
LAND SOLUTIONS
9800 HILLWOOD PKWY
SUITE 250
FORT WORTH, TX 76177
PHONE: 817-562-3350
TX FIRM NO 12207

SITE DATA SUMMARY TABLE	
ZONING	I
PROPOSED USE	INDUSTRIAL
BUILDING AREA (GROSS SF)	500,076
TOTAL SITE AREA (ACRES)	32.07
AREA OF IMPERVIOUS SURFACE (ACRES)	22.79
PROP TRAILER SPACES	86
TOTAL PASSENGER SPACES	255
PROP REGULAR PASSENGER SPACES	245
PROP ADA SPACES TOTAL	10
VAN ACCESSIBLE	4
FUTURE PASSENGER SPACES	163
FUTURE TOTAL PASSENGER SPACES	418

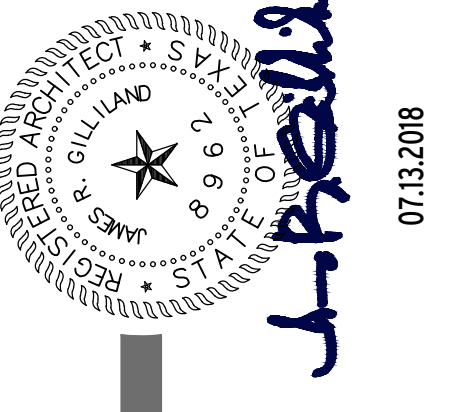


KEY MAP

FOR TOWN OF
NORTHLAKE USE ONLY

Drawing: G:\0818\HWA18017_Northport_1\Main.dwg, Date: 07/09/2018, 10:35 AM, User: kattner, Plot Date: 07/09/2018, 10:39 AM, Plot Path: G:\0818\HWA18017_C-SITE

ALLIANCE NORTHPORT BUILDING 1, LOT 3, BLOCK A - CIVIL CONSTRUCTION PLANS



07.13.2018

Alliance★Texas

HILLWOOD
A Perot Company

ALLIANCE NORTHPORT
Building One
Northlake, TX

RGA PROJECT NUMBER: 18019

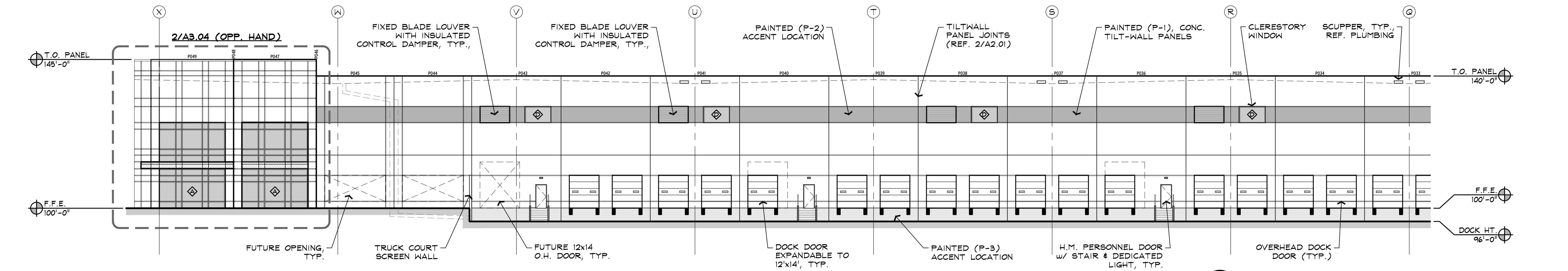
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REVISIONS:

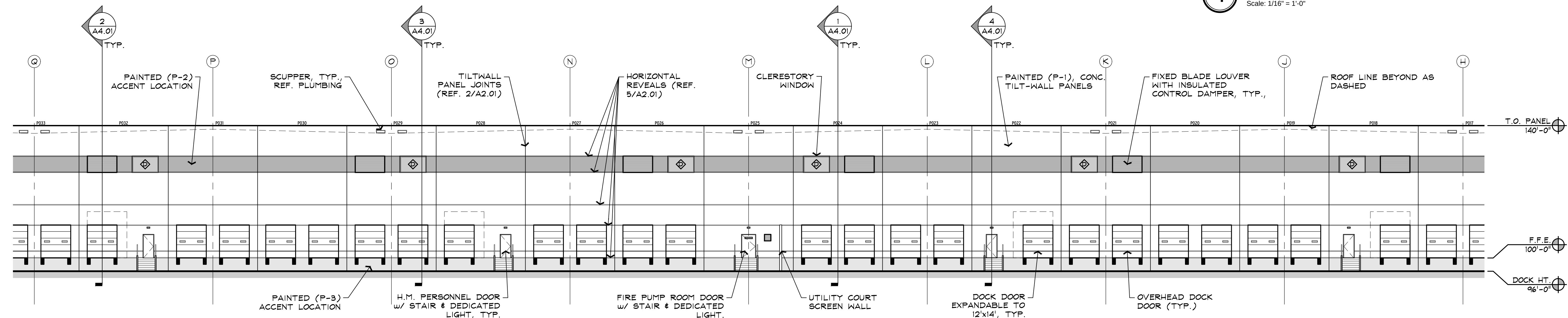
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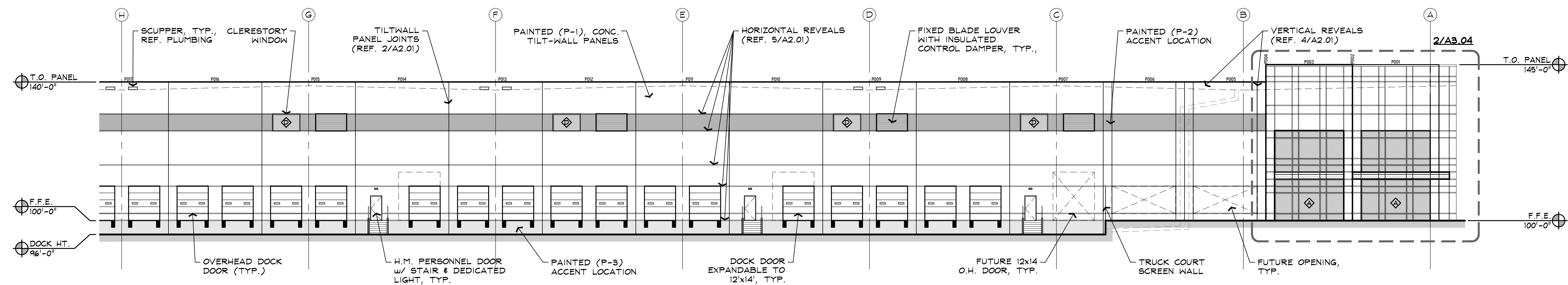
A3.01



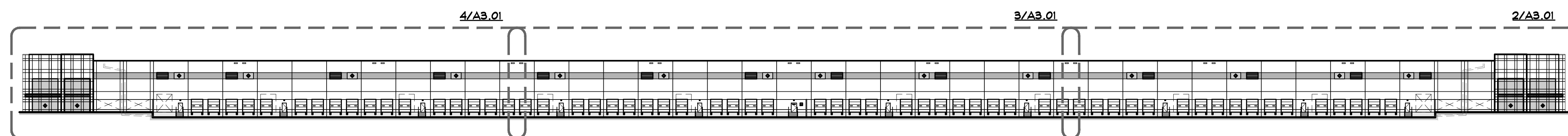
4 PARTIAL WEST ELEVATION
Scale: 1/16" = 1'-0"



3 PARTIAL WEST ELEVATION
Scale: 1/16" = 1'-0"



2 PARTIAL WEST ELEVATION
Scale: 1/16" = 1'-0"



1 WEST ELEVATION - KEY
Scale: 1" = 50'-0"

GENERAL ELEVATION NOTES:
1. ALL EXTERIOR SIGNAGE TO BE SUBMITTED SEPARATELY.
2. DUMPSTER/COMPACTOR LOCATION(S) TO BE DETERMINED LATER, BASED ON THE NEEDS OF TENANT(S).

Building One
Northlake, TX

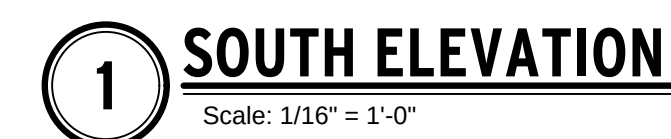
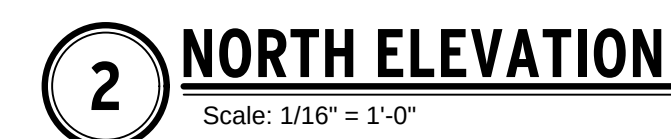
Alliance★Texas

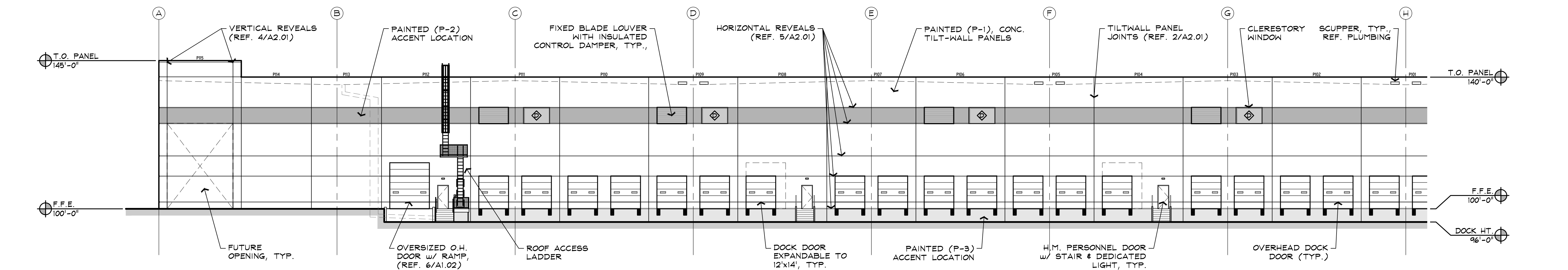
HILLWOOD
A Perot Company

REVISIONS:

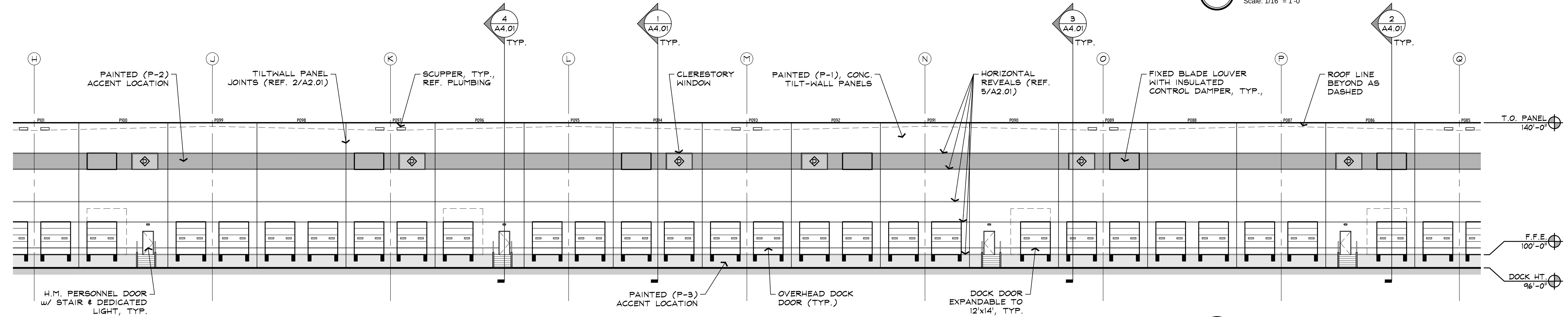
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A3.02

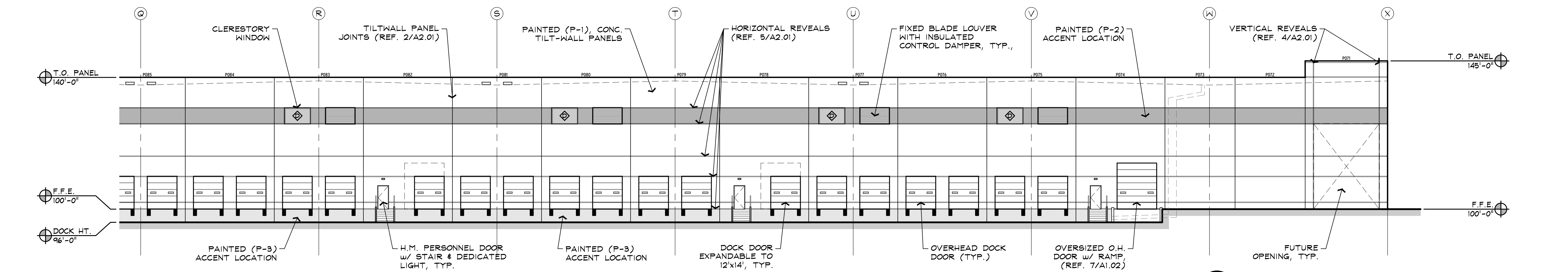




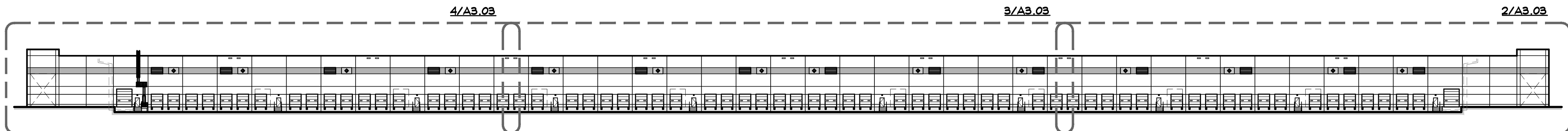
4 PARTIAL EAST ELEVATION
Scale: 1/16" = 1'-0"



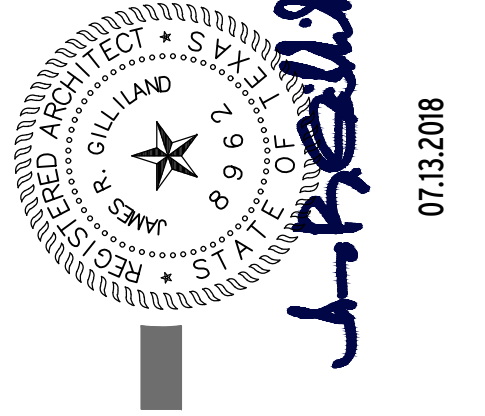
3 PARTIAL EAST ELEVATION
Scale: 1/16" = 1'-0"



2 PARTIAL EAST ELEVATION
Scale: 1/16" = 1'-0"



1 EAST ELEVATION - KEY
Scale: 1" = 50'-0"



301 S. OAK STREET, STE 100
ROANOKE, TX 76262
PH: 1-817-430-3382
RGAARCHITECTS.COM

ALLIANCE NORTHPORT
Building One
Northlake, TX

Alliance★Texas

HILLWOOD
A Perot Company

RGA PROJECT NUMBER: 18019

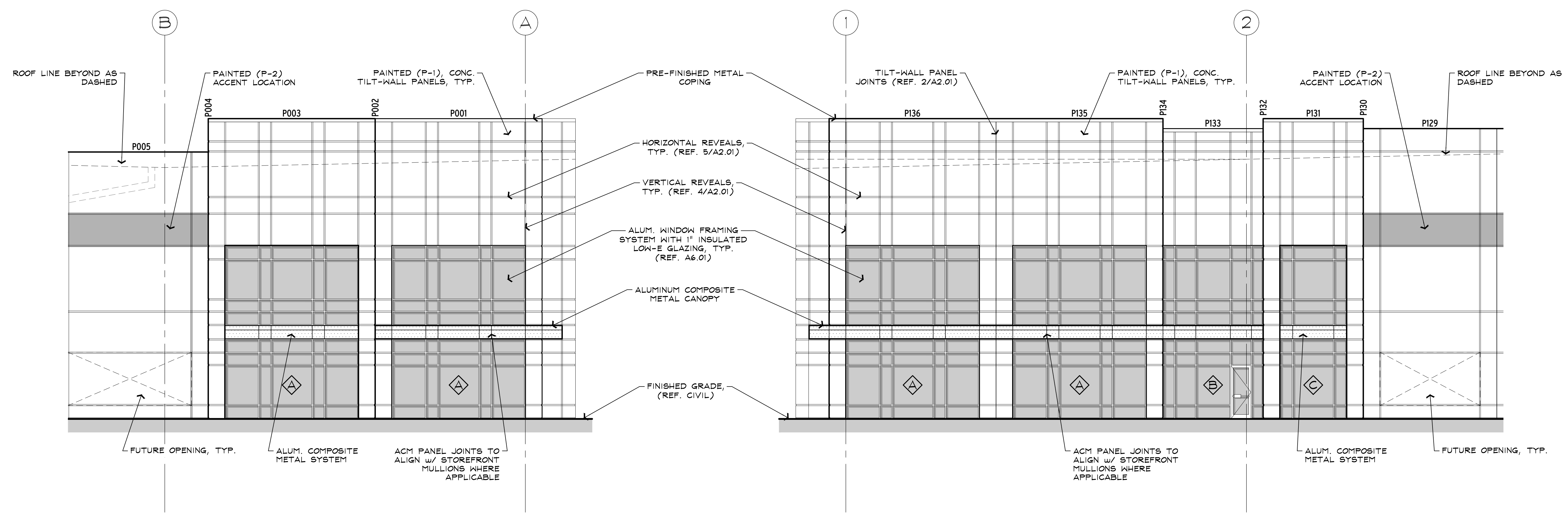
DATE: 07.13.2018

REVISIONS:

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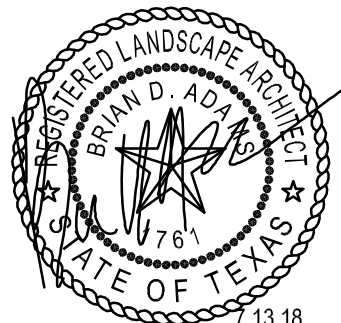
SHEET:

A3.04



2 TYP. ENLARGED ENTRY ELEVATION
Scale: 1/8" = 1'-0"

1 TYP. ENLARGED ENTRY ELEVATION
Scale: 1/8" = 1'-0"



HILLWOOD

L1.00



smr
landscape architects, inc.
1708 N. Griffin Street
Dallas, Texas 75202
Tel 214.871.0083
Fax 214.871.0545
Email smr@smr-la.com

1. *Fine grade areas to achieve final contours indicated. Leave areas to receive topsoil 3" below final desired grade in planting areas and 1" below final grade in turf areas.*
2. *Adjust contractors to achieve positive drainage away from buildings. Provide uniform rounding at top and bottom of slopes and other breaks in grade. Correct irregularities and areas where water may stand.*
3. *All lawn areas to receive solid sod shall be left in a maximum of 1" below final finish grade. Contractor to coordinate operations with on-site Construction Manager.*
4. *Contractor to coordinate with on-site Construction Manager for availability of existing topsoil.*
5. *Plant sod by hand to cover indicated area completely. Insure edges of sod are touching. Top dress joints by hand with topsoil for full joints.*
6. *Roll grass areas to achieve a smooth, even surface, free from unnatural undulations.*
7. *Water sod thoroughly as sod operation progresses.*
8. *Contractor shall maintain all lawn areas until final acceptance. This shall include, but not limited to: mowing, watering, weeding, cultivating, cleaning and replacing dead or bare areas to keep plants in a vigorous, healthy condition.*
9. *Contractor shall guarantee establishment of an acceptable turf area and shall provide replacement from local supply if necessary.*
10. *If installation occurs between September 1 and March 1, all sod areas to be over-seeded with Winter Ryegrass, at a rate of (4) pounds per one thousand (1000) square feet.*

1. *Fine grade areas to achieve final contours indicated on civil plans.*
2. *Adjust contours to achieve positive drainage away from buildings. Provide uniform rounding at top and bottom of slopes and other breaks in grade. Correct irregularities and areas where water may stand.*
3. *All lawn areas to receive solid soil shall be left in a maximum of 1" below final finish grade. Contractor to coordinate operations with on-site Construction Manager.*
4. *Imported topsoil shall be natural, friable soil from the region, known as bottom and soil, free from lumps, clay, toxic substances, roots, debris, vegetation, stones, containing no salt and black to brown in color.*
5. *All lawn areas to be fine graded, irrigation trenches completely settled, and finish grade approved by the Owner's Construction Manager or Architect prior to installation.*
6. *All rocks 3/4" diameter and larger, dirt clods, sticks, concrete spalls, etc. shall be removed prior to placing topsoil and any lawn installation.*
7. *Contractor shall provide (1") one inch of imported topsoil on all areas to receive lawn.*

1. All lawn areas to be Hydromulch Bermudagrass, unless noted otherwise on drawings.
2. Contractor shall scarify, rip, loosen all areas to be hydromulched to a minimum depth of 4" prior to topsoil and hydromulch installation.
3. Bermudagrass seed shall be extra hull and treated lawn type and shall be delivered to the site in its original unopened container, and shall meet Texas State Law requirements.
4. Fiber: Shall be one hundred (100%) percent Wood Cellulose Fiber, delivered to the site in its original unopened container. Cowbird® or equal.
5. Fiber Tack: Shall be delivered to the site in its original unopened container, and shall be 'Tero-Tack one', as manufactured by Growers, Inc., or equal.
6. Hydromulch with Bermudagrass seed at a rate of two (2) pounds per one thousand (1000) square foot.
7. Use a 4x8" batter board against all beds areas.
8. If installation occurs between September 1 and April 1, all hydromulch areas to be Winter Ryegrass, at a rate of four (4) pounds per one thousand (1000) square feet. Contractor shall be required to re-hydromulch with Bermudagrass the following growing season.
9. In the event ryegrass is necessary due to time of year, bag application, it shall be the responsibility of the contractor to scalp existing grass, bag clippings, and scarify soil to a depth of 1" prior to permanent lawn grass installation.
10. All lawn areas to be hydromulched, shall have one hundred (100%) percent coverage prior to final acceptance.
11. Contractor shall maintain all lawn areas until final acceptance. This shall include but not be limited to: mowing, watering, weeding, cultivating, cleaning and replacing dead or bare areas to keep plants in a vigorous, healthy condition.
12. Contractor shall guarantee establishment of an acceptable turf area and shall provide replacement from local supply as necessary.

1. Installation of native grasses to be performed by hydro-seeding.
2. Provide a hydromulch cap per Hydromulch Notes.
3. Final grades to be smooth and level free of debris, rocks over 1" and shall have no ruts or depressions.
4. Install the following mix at the specified rate:

- Sideots Gramma	5 lbs / acre
- Blue Gramma Grass	5 lbs / acre
- Buffalo Grass	40 lbs / acre
- Green Sprangletop	5 lbs / acre
- Lovegrass	6 lbs / acre

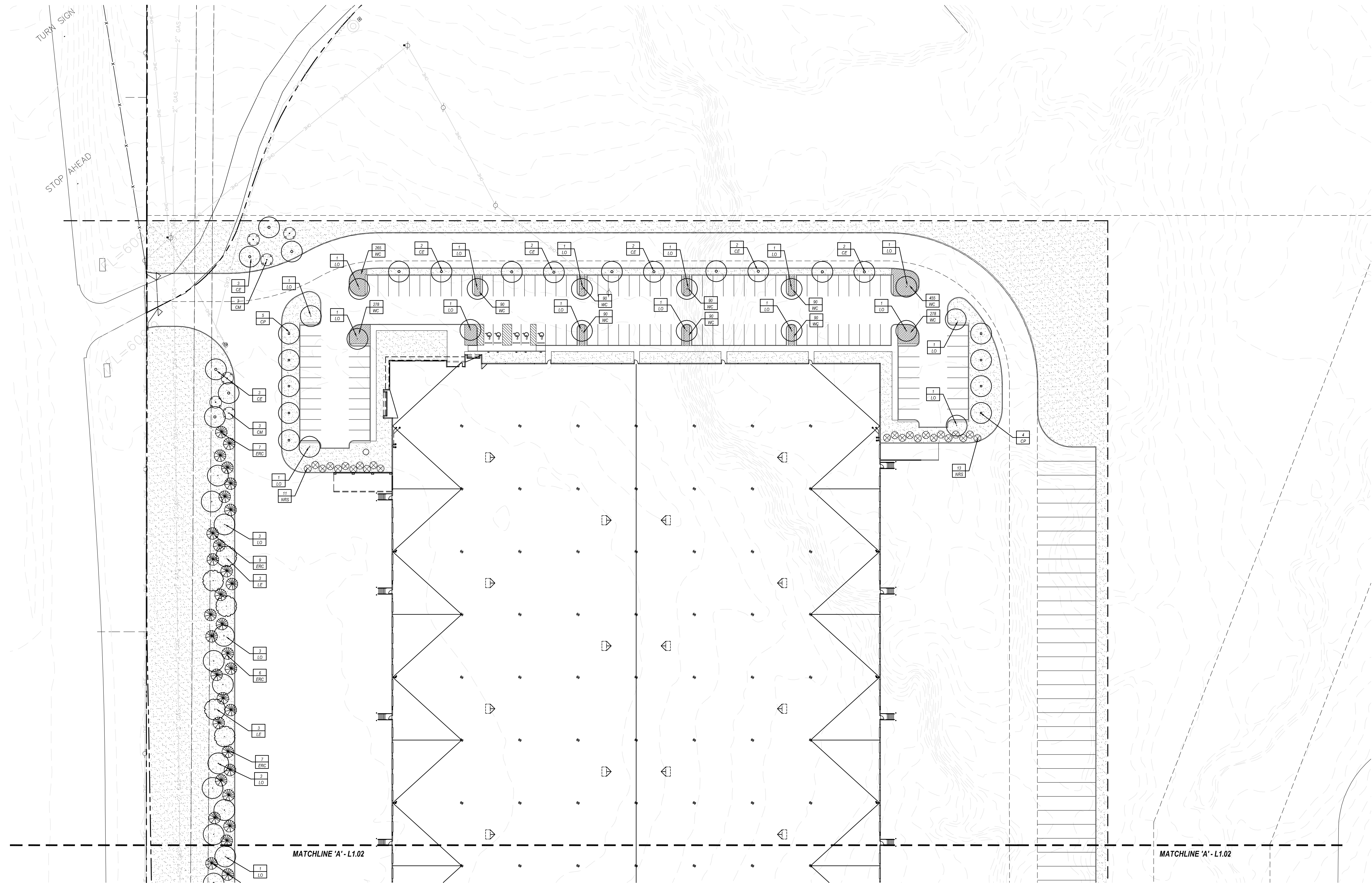
TREES					
QTY.	TYPE	COMMON NAME	BOTANICAL NAME	SIZE	REMARKS
35	CE	Cedar Elm	<i>Ulmus crassifolia</i>	8' ht.	B&B, full to base
16	OM	Crape Myrtle	<i>Lagerstroemia indica 'Tuscarora'</i>	3' cal.	B&B or container grown, 12" ht., 5' spread min., 5' clear min.
19	CP	Chinese Pistache	<i>Juniperus virginiana</i>	8' ht.	B&B or container grown, 8" ht., 3-5' trunk, no cross canks.
92	ERC	Eastern Red Cedar	<i>Pistacia chinensis</i>	8' ht.	B&B or container grown, 8" ht., 6' spread min., full to base
15	LE	Lacebark Elm	<i>Ulmus parvifolia sempervirens</i>	3" cal.	B&B or container grown, 12" ht., 5' spread min., 5' clear min.
58	LO	Cathedral Live Oak	<i>Quercus virginiana 'Cathedral'</i>	3" cal.	B&B or container grown, 12" ht., 5' spread min., 5' clear min.

QTY.	TYPE	COMMON NAME	BOTANICAL NAME	SIZE	REMARKS
4864	WC	Purple Wintercreeper '419' Bermudagrass	<i>Euonymus fortunei coloratus</i> <i>Cynodon dactylon</i> '419'	4" pots roll sod	container, (3) 12" runners min., 12" o.c. solid sod, refer to notes

N/A

PLOTTED BY: ADAMS, BRIAN PLOT DATE: 7/19/2018 10:58 AM FILE LOCATION: P:\PROJECTS 2016\ALLIANCE NORTH\PORT ONE\1100

QUOTED BY: JAMES WEBB - 01/07/2018
PROJECT: 01 LANDSCAPE ARCHITECTURE PLAN
DRAWING: 01 LANDSCAPE ARCHITECTURE PLAN



PLANT LEGEND

QUANTITY	PLANT TYPE
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TREES

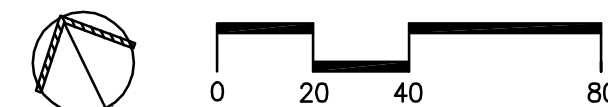
TYPE	COMMON NAME
CE	Cedar Elm
CM	Crepe Myrtle
CP	Chinese Pistache
ERC	Eastern Red Cedar
LE	Lacebark Elm
LO	Cathedral Live Oak

GROUNDCOVERS

TYPE	COMMON NAME
WC	Purple Wintercreeper



01 LANDSCAPE PLAN
SCALE: 1" = 40'-0"

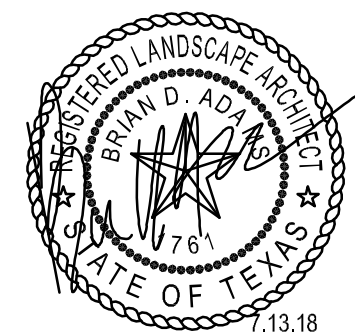


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ALLIANCE NORTHPORT

Building One
Northlake, TX

HILLWOOD
INVESTMENT PROPERTIES



RGA PROJECT NUMBER: 18019

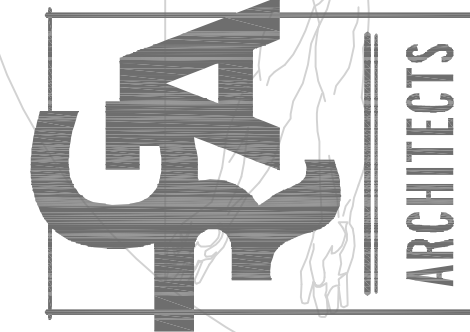
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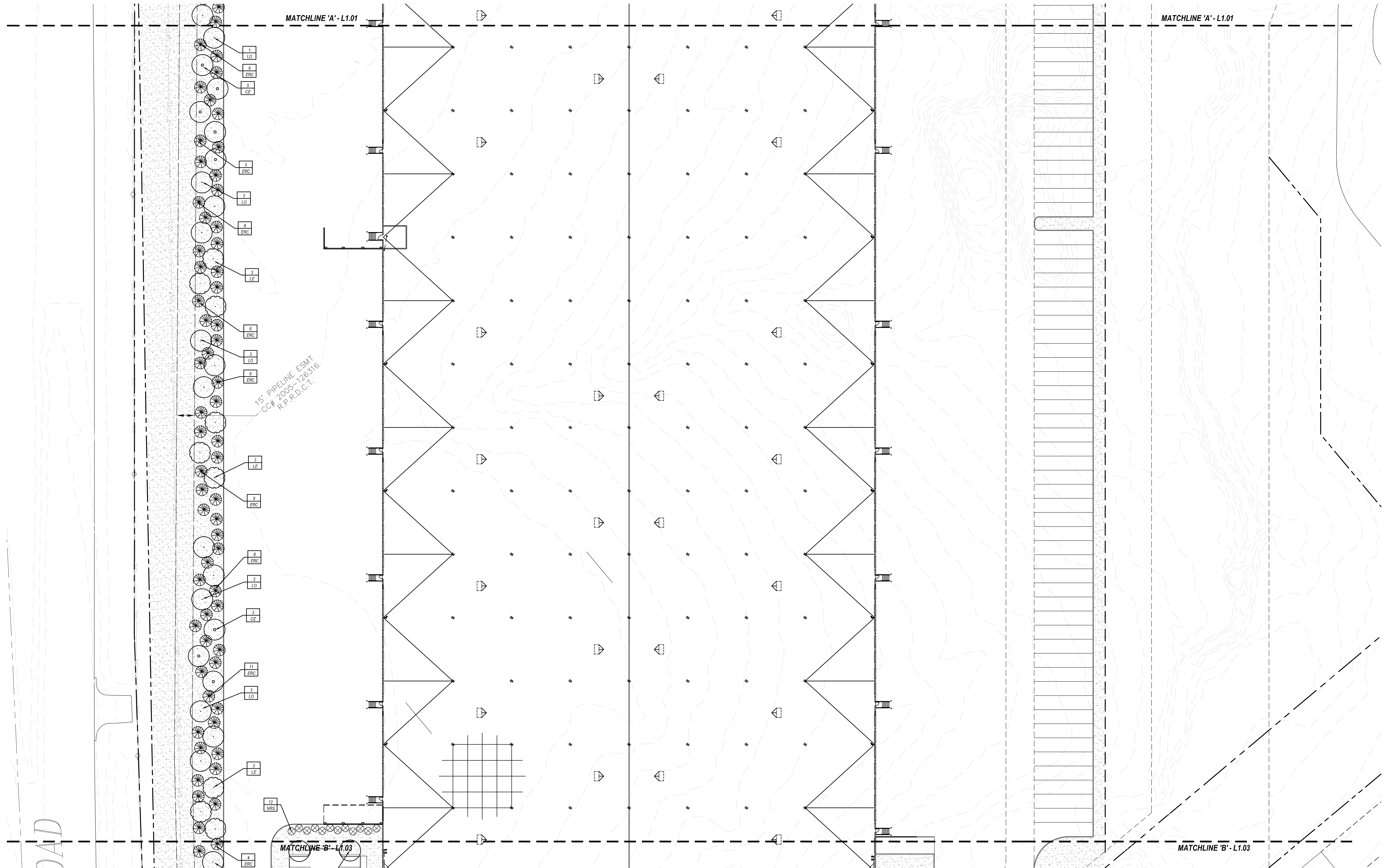
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301 S. OAK STREET,
STE 100
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RGAARCHITECTS.COM

QUOTED BY: JAMES WEBB, D.C.E. DATE: 11/22/2018 11:44 AM FILE LOCATION: P:\PROJECTS\2018\ALLIANCE NORTHPORT\01.L01



PLANT LEGEND

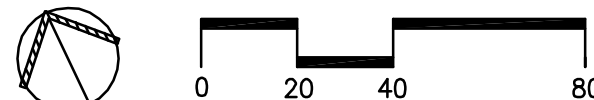
QUANTITY	PLANT TYPE
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TREES	
TYPE	COMMON NAME
CE	Cedar Elm
CM	Crape Myrtle
CP	Chinese Pistache
ERC	Eastern Red Cedar
LE	Lacebark Elm
LO	Cathedral Live Oak

GROUNDCOVERS	
TYPE	COMMON NAME
WC	Purple Wintercreeper



01 LANDSCAPE PLAN
SCALE: 1" = 40'-0"

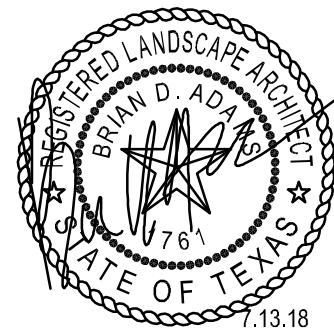


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ALLIANCE NORTHPORT

Building One
Northlake, TX

HILLWOOD
INVESTMENT PROPERTIES



RGA PROJECT NUMBER: 18019

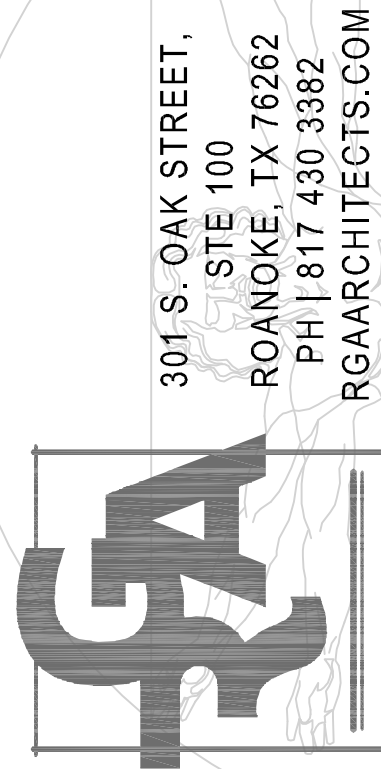
DATE: 07.13.2018

REVISIONS:

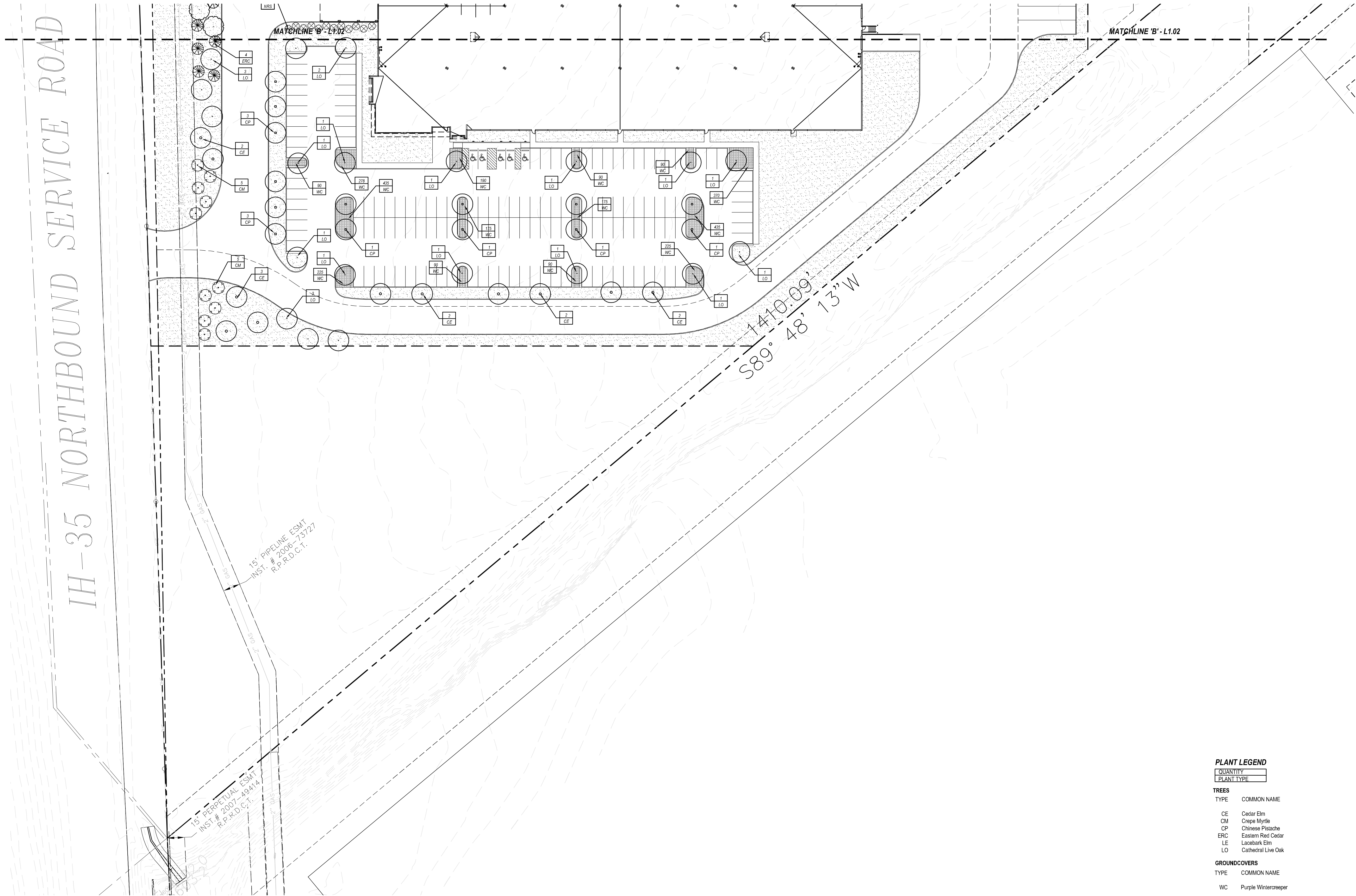
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QUOTED BY: JAMES WEBB, D.C.E. DATE: 11/20/2018 10:00 AM FILE LOCATION: P:\PROJECTS\2018\ALLIANCE NORTHPORT\01.L03



PLANT LEGEND

QUANTITY	PLANT TYPE
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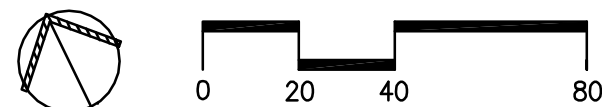
TREES	
TYPE	COMMON NAME
CE	Cedar Elm
CM	Crepe Myrtle
CP	Chinese Pistache
ERC	Eastern Red Cedar
LE	Lancebark Elm
LO	Cathedral Live Oak

GROUNDCOVERS	
TYPE	COMMON NAME
WC	Purple Wintercreeper



01 LANDSCAPE PLAN

SCALE: 1" = 40'-0"



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ALLIANCE NORTHPORT
Building One
Northlake, TX



RGA PROJECT NUMBER: 18019

DATE: 07.13.2018

REVISIONS:

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SHEET:

HILLWOOD
INVESTMENT PROPERTIES



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L1.03

SECTION 02900 - LANDSCAPE

PART 1 - GENERAL

1.1 REFERENCED DOCUMENTS

Refer to bidding requirements, special provisions, and schedules for additional requirements.

1.2 DESCRIPTION OF WORK

Work included: Furnish all supervision, labor, materials, services, equipment and appliances required to complete the work covered in conjunction with the landscaping covered in these specifications and landscaping plans, including:

- Planting (trees, shrubs, and grass)
- Bed preparation and fertilization
- Notification of sources
- Water and Maintenance until final acceptance
- Guarantee

1.3 REFERENCE STANDARDS

- American Standard for Nursery Stock published by American Association of Nurserymen: 27 October 1980, Edition; by American National Standards Institute, Inc. (Z60.1) – plant material.
- American Joint Committee on Horticultural Nomenclature: 1942 Edition of Standardized Plant Names.
- Texas Association of Nurserymen, Grades and Standards.
- Hortis Third, 1976 - Cornell University

1.4 NOTIFICATION OF SOURCES AND SUBMITTALS

- The Contractor shall, within ten (10) days following acceptance of bid, notify the Architect/Owner of the sources of plant materials and bed preparation required for the project.
- Samples: Provide representative quantities of sandy loam soil, mulch, bed mix material, gravel, and crushed stone. Samples shall be approved by Architect before use on project.
- Product Data: Submit complete product data and specifications on all other specified materials.
- Submit three representative samples of each variety of ornamental trees, shrubs, and groundcover plants for Architect's approval. When approved, tag, install, and maintain as representative samples for final installed plant materials.
- File Certificates of Inspection of plant material by state, county, and federal authorities with Architect, if required.
- Soil Analysis: Provide sandy loam soil analysis if requested by the Architect.

JOB CONDITIONS

- General Contractor to complete the following punch list: Prior to Landscape Contractor initiating any portion of landscape installation, General Contractor shall leave planting bed areas three (3") inches below finish grade of sidewalks, drives and curbs as shown on the drawings. All lawn areas to receive solid sod shall be left one (1") inch below the finish grade of sidewalks, drives, and curbs. All construction debris shall be removed prior to Landscape Contractor beginning any work.
- General Contractor shall provide topsoil as described in Section 02200 - Earthwork.
- Storage of materials and equipment at the job site will be at the risk of the Landscape Contractor. The Owner cannot be held responsible for theft or damage.

1.6 MAINTENANCE AND GUARANTEE

- Maintenance:
 - The Landscape Contractor will be held responsible for the maintenance of all work from the time of planting until final acceptance by the Owner. No trees, shrubs, groundcover or grass will be accepted unless they show a healthy growth and satisfactory foliage conditions.
 - Maintenance shall include watering of trees and plants, cultivation, weeding spraying, edging, pruning of trees, mowing of grass, cleaning up and all other work necessary of maintenance.
 - A written notice requesting final inspection and acceptance should be submitted to the Owner at least seven (7) days prior to completion. An on-site inspection by Owner and Landscape Contractor will be completed prior to written acceptance.
 - After final acceptance of installation, the Landscape Contractor will not be required to do any of the above listed work.
- Guarantee:
 - Trees shall be guaranteed for a twelve (12) month period after acceptance. Shrubs and groundcover shall be guaranteed for twelve (12) months. The Contractor shall replace all dead materials as soon as weather permits and upon notification of the Owner. Plants, including trees, which have partially died so that shape, size, or symmetry has been damaged, shall be considered subject to replacement. In such cases, the opinion of the Owner shall be final.
 - Plants used for replacement shall be of the same size and kind as those originally planted and shall be planted as originally specified. All work, including materials, labor and equipment used in replacements, shall carry a twelve (12) month guarantee. Any damage, including ruts in lawn or bed areas, incurred as a result of making replacements shall be immediately repaired.
 - At the direction of the Owner, plants may be replaced at the start of the next year's planting season. In such cases, dead plants shall be removed from the premises immediately.
 - When plant replacements are made, plants, soil mix, fertilizer and mulch are to be utilized as originally specified and respected for full compliance with Contract requirements. All replacements are to be included under "Work" of this section.

- The Owner agrees that for the guarantee to be effective, he will water plants at least twice a week during dry periods and cultivate beds once a month after final acceptance.
- The above guarantee shall not apply where plants die after acceptance because of injury from storms, hail, freeze, insects, diseases, injury by humans, machines or theft.
- Acceptance for all landscape work shall be given after final inspection by the Owner provided the job is in a completed, undamaged condition, and there is a stand of grass in all lawn areas. At this time, the Owner will assume maintenance on the accepted work.
- Repairs: Any necessary repairs under the Guarantee must be made within ten (10) days after receiving notice, weather permitting, and in the event the Landscape Contractor does not make repairs accordingly, the Owner, without further notice to Contractor, may provide materials and men to make such repairs at the expense of the Landscape Contractor.

1.7 QUALITY ASSURANCE

- General: Comply with applicable Federal, State, County and Local regulations governing landscape materials and work.
- Personnel: Employ only experienced personnel who are familiar with the required work. Provide full time supervision by a qualified foreman acceptable to Landscape Architect.
- Selection of Plant Material:
 - Make contact with suppliers immediately upon obtaining notice of contract acceptance to select and book materials. Develop a program of maintenance (pruning and fertilization) which will insure the purchased materials will meet and/or exceed project specifications.
 - Landscape Architect will provide a key identifying each tree location on site. Written verification will be required to document material selection, source and delivery schedules to site.
 - Owner and/or Architect shall inspect all plant materials when reasonable at place of growth for compliance with requirements for genus, species, cultivar/variety, size and quality.
 - Owner and/or Architect retains the right to further inspect all plant material upon arrival at the site and during installation for size and condition of root balls, limbs, branching habit, insects, injuries, and latent defects.
 - Owner and/or Architect may reject unsatisfactory or defective material at any time during the process of work. Remove rejected materials from the site immediately. Plants damaged in transit or at job site shall be rejected.

1.8 PRODUCT DELIVERY, STORAGE AND HANDLING

- Preparation:
 - Balled and Burlapped (B&B) Plants: Dig and prepare shipment in a manner that will not damage roots, branches, shape, and future development.
 - Container Grown Plants: Deliver plants in rigid container to hold ball shape and protect root mass.

2.2 SOIL PREPARATION MATERIALS

- Sandy Loam:
 - Friable, fertile, dark, loamy soil, free of clay lumps, subsoil, stones and other extraneous material and reasonably free of weeds and foreign grasses. Loam containing Dallasgrass or Nupgrass shall be rejected.
 - Physical properties as follows:
 - Clay - between 7-27 percent
 - Silt - between 15-25 percent
 - Sand - less than 52 percent
 - Organic matter shall be 3%-10% of total dry weight.
 - If requested, provide a certified soil analysis conducted by an approved soil testing laboratory verifying that sandy loam meets the above requirements.
- Organic Material: Compost with a mixture of 80% vegetative matter and 20% animal waste. Ingredients should be a mix of course and fine textured material.
- Premixed Bedding Soil as supplied by Vital Earth Resources, Gladewater, Texas; Professional Bedding Soil as supplied by Living Earth Technology, Dallas, Texas or Acid Gro Municipal Mix as supplied by Soil Building Systems, Dallas, Texas or approved equal.
- Sharp Sand: Sharp sand must be free of seeds, soil particles and weeds.
- Mulch: Double Shredded Hardwood Mulch, partially decomposed, dark brown. Living Earth Technologies or approved equal.
- Organic Fertilizer: Fertiland, Sustane, or Green Sense or equal as recommended for required applications. Fertilizer shall be delivered to the site in original unopened containers, each bearing the manufacturer's guaranteed statement of analysis.
- Commercial Fertilizer: 10-20-10 or similar analysis. Nitrogen source to be a minimum 50% slow release organic Nitrogen (SCU or UF) with a minimum 8% sulphur and 4% iron, plus micronutrients.
- Peat: Commercial sphagnum peat moss or partially decomposed shredded pine bark or other approved organic material.

2.3 MISCELLANEOUS MATERIALS

- Steel Edging: Shall be Ryerson "Estate Curbing", 1/8" x 4" with stakes 4' on center.
- Staking Material for Shade Trees:
 - Post: Studded T-Post, #1 Armocon with anchor plate, 6'-0" length; paint green.
 - Wire: 12 gauge, single strand, galvanized wire.
 - Rubber hose: 2 ply, fiber reinforced hose, minimum 1/2 inch inside diameter. Color: Black.
- Gravel: Washed native pea gravel, graded 1 in. to 1-1/2 in.
- Filter Fabric: Miral 140N by Celanese Fibers Marketing Company, available at Lottland Co., (214) 631-5250 or approved equal.

PART 3 - EXECUTION

3.1 BED PREPARATION & FERTILIZATION

- Landscape Contractor to inspect all existing conditions and report any deficiencies to the Owner.
- All planting areas shall be conditioned as follows:
 - Prepare new planting beds by scraping away existing grass and weeds as necessary. Till existing soil to a depth of six (6") inches prior to placing compost and fertilizer. Apply fertilizer as per manufacturers recommendations. Add six (6") inches of compost and till into a depth of six (6") inches of the topsoil. Apply organic fertilizer such as Sustane or Green Sense at the rate of twenty (20) pounds per one thousand (1,000) square feet.
 - All planting areas shall receive a two (2") inch layer of specified mulch.
 - Backfill for tree pits shall be as follows: Use existing top soil on site (use imported topsoil as needed) free from large clumps, rocks, debris, caliche, subsoils, etc., placed in nine (9") inch layers and watered in thoroughly.
- Grass Areas:
 - Areas to be Solid Sod Bermudagrass: Blocks of sod should be laid joint to joint, (staggered joints) after fertilizing the ground first. Roll grass areas to achieve a smooth, even surface. The joints between the blocks of sod should be filled with topsoil where they are evidently gaped open, then watered thoroughly.
 - Areas to be Hydromulch Common Bermudagrass: Hydromulch with bermudagrass seed at a rate of two (2) pounds per one thousand (1,000) square feet. Use a 4' x 8' batter board against the bed areas.
- INSTALLATION
 - Maintenance of plant materials shall begin immediately after each plant is delivered to the site and shall continue until all construction has been satisfactorily accomplished.
 - Plant materials shall be delivered to the site only after the beds are prepared and area ready for planting. All shipments of nursery materials shall be thoroughly protected from the drying winds during transit. All plants which cannot be planted at once, after delivery to the site, shall be well protected against the possibility of drying by wind and sun. Balls of earth of B & B plants shall be kept covered with soil or other acceptable material. All plants remain the property of the Contractor until final acceptance.
 - Position the trees and shrubs in their intended location as per plan.
 - Notify the Landscape Architect for inspection and approval of all positioning of plant materials.
 - Excavate pits with vertical sides and horizontal bottom. Tree pits shall be large enough to permit handling and planting without injury to balls of earth or roots and shall be of such depth that, when planted and settled, the crown of the plant shall bear the same relationship to the finish grade as it did to soil surface in original place of growth.

3.2 CLEANUP AND ACCEPTANCE

- Cleanup: During the work, the premises shall be kept neat and orderly at all times. Storage areas for all materials shall be so organized that they, too, are neat and orderly. All trash and debris shall be removed from the site as work progresses. Keep paved areas clean by sweeping or hosing at end of each days work.

END OF SECTION

LANDSCAPE DETAILS & SPECIFICATIONS

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Email srm@smr-lan.com

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ALLIANCE NORTHPORT

Building One
Northlake, TX

HILLWOOD
INVESTMENT PROPERTIES



RGA PROJECT NUMBER: 18019

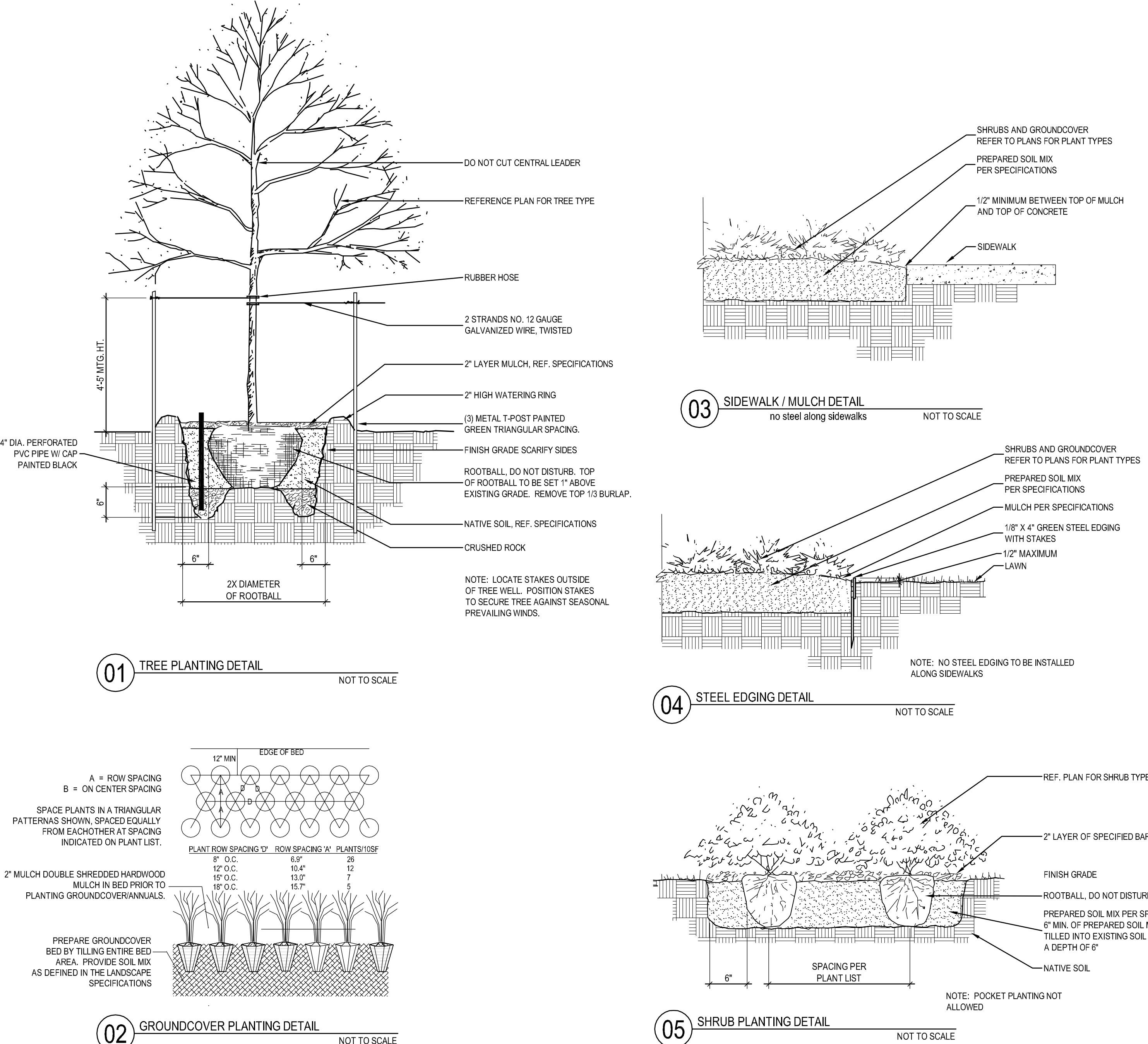
DATE: 07.13.2018

REVISIONS:

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SHEET:

L1.04



Memo

To: Honorable Mayor and Town Council

From: Drew Corn, Town Administrator

CC: Shirley Rogers, Town Secretary
Karen Bolyard, Finance Director

Date: July 26, 2018

Re: Setting Dates for Public Hearings on Proposed Tax Rate and Record Vote on Placing Tax Rate Adoption

Per State statute, if a municipality imposes a tax rate that exceeds the effective tax rate, the municipality is required to have a record vote to place a proposal to adopt the tax rate on the agenda of a future meeting as an action item. As a reminder, the effective tax rate is the rate that would be applied to the July 2017 property tax values that would provide the same amount of revenue as the current tax year. Staff recommends setting the hearing dates in the event the proposed tax rate is greater than the effective tax rate.

If Council sets a tax rate higher than the effective tax rate, State law requires that a tax rate be adopted no sooner than 3 days and no later than 14 days after the second public hearing. The normally scheduled Council meetings are August 9, 2018, August 23, 2018, and September 13, 2018. However, September 13th falls 21 days after August 23rd. Therefore, after discussions with Mayor Dewing, he intends to cancel the August 23, 2018 council meeting and call a special council meeting for August 30, 2018 for the second tax rate hearing which will precede the tax rate adoption by the required maximum 14 days.

After proposing a tax rate and scheduling the two public hearings, the Town must notify the public of the hearings. Per State law, a "Notice of Public Hearing on Tax Increase" is published in the Denton Record Chronicle as a quarter page ad seven days prior to the first tax rate public hearing or August 2, 2018. The two tax rate public hearings are proposed for August 9th and 30th, and the tax rate adoption is proposed for September 13th.

The notice will include Council members' votes on the proposal to consider a tax rate over the effective rate. The notice will also include a comparison of the proposed tax rate with current year's tax rate and with the effective tax rate as applied to average residence homestead values. A copy of the notice will be provided either prior to or at the meeting after the taxable values have been certified by the appraisal district and the effective tax rate calculated by the county tax office.

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: July 26, 2018
Re: Setting Date for Public Hearings for 2018-2019 Town Budgets

It is necessary to set public hearings on the proposed 2018-2019 Town Budget, Economic Development Corporation (EDC) Budget, Community Development Corporation (CDC) Budget, Public Improvement District #1 Budget, and The Highlands Public Improvement District Budget.

Per State statute, the motion must state the increase in property tax revenue no matter the cause; whether the increase is based on increased property values, new construction or an increase in the tax rate. If there is an increase in total property tax revenue, it would be necessary to include tax increase language on the budget cover sheet or council action as prescribed by the statute.

The legislation requires the posting of the proposed budget on the Town website. The Town will make the proposed budget available online at www.town.northlake.tx.us and at the Town Secretary's Office on July 27, 2018.

The budget hearing will be set for August 9, 2018 beginning at or after 7:00. Per State law, a notice will be required to be published ten days prior to the budget public hearing or by July 31, 2018. When the taxable property values have been certified by the Denton Central Appraisal District, staff will be able to calculate the potential increase in property tax revenue and send that to council before or at the council meeting.

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

CERTIFICATE FOR RESOLUTION

THE STATE OF TEXAS
COUNTY OF DENTON
TOWN OF NORTHLAKE

We, the undersigned officers of the Town of Northlake, Texas (the "Town"), hereby certify as follows:

1. The Town Council of the Town (the "Council") convened in a regular meeting on July 26, 2018, at the designated meeting place, and the roll was called of the duly constituted officers and members of said Council, to wit:

Peter Dewing, Mayor
Brian Montini, Mayor Pro Tem
Rena Hardeman, Council Member
Jimmy Lambert, Council Member
Roger Sessions, Council Member
Danny Simpson, Council Member

Shirley Rogers, Town Secretary

all of said persons were present except _____, thus constituting a quorum.
Whereupon, among other business, the following was transacted at said meeting: a written

A RESOLUTION DIRECTING PUBLICATION OF NOTICE OF INTENTION TO ISSUE CERTIFICATES OF OBLIGATION; AND RESOLVING OTHER MATTERS RELATING TO THE SUBJECT

was duly introduced for the consideration of the Council. It was then duly moved and seconded that said Resolution be adopted and, after due discussion, said motion, carrying with it the adoption of said Resolution, prevailed and carried with all members present voting "AYE" except the following:

NAY: __

ABSTAIN: _____

2. A true, full and correct copy of the aforesaid Resolution adopted at the meeting described in the above and foregoing paragraph is attached to and follows this Certificate; said Resolution has been duly recorded in the Council's minutes of said meeting; the above and foregoing paragraph is a true, full and correct excerpt from the Council's minutes of said meeting pertaining to the adoption of said Resolution; the persons named in the above and foregoing paragraph are the duly chosen, qualified and acting officers and members of the Council as indicated therein; each of the officers and members of the Council was duly and sufficiently notified officially and personally, in advance, of the time, place and purpose of the aforesaid meeting, and said Resolution would be introduced and considered for adoption at said meeting, and each of said officers and members consented, in advance, to the holding of said meeting for such purpose, and said meeting was open to the public and public notice of the time, place and purpose of said meeting was given, all as required by Chapter 551, Texas Government Code.

3. The Council has approved and hereby approves the aforesaid Resolution; and the Mayor and the Town Secretary of the Town hereby declare that their signing of this Certificate shall constitute the signing of the attached and following copy of said Resolution for all purposes.

SIGNED AND SEALED THIS JULY 26, 2018.

Town of Northlake, Texas

Peter Dewing, Mayor

Attest:

Shirley Rogers, Town Secretary

RESOLUTION NO. 18-22

A RESOLUTION DIRECTING PUBLICATION OF NOTICE OF INTENTION TO ISSUE CERTIFICATES OF OBLIGATION; AND RESOLVING OTHER MATTERS RELATING TO THE SUBJECT

WHEREAS, the Town Council of the Town of Northlake, Texas (the "Town"), deems it advisable to give notice of intention to issue certificates of obligation of the Town (the "Certificates of Obligation"), as hereinafter provided; and

WHEREAS, it is hereby officially found and determined that the meeting at which this Resolution was considered was open to the public, and public notice of the time, place and purpose of said meeting was given, all as required by Chapter 551, Texas Government Code, as amended;

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

Section 1. Attached hereto and marked **Exhibit A** is the form of Notice of Intention to Issue Certificates of Obligation of the Town (the "Notice"), the form and substance of which are hereby passed and approved.

Section 2. The Town Secretary shall cause the Notice to be published in substantially the form attached hereto, in a newspaper of general circulation in the Town, and published in the Town, once a week for two consecutive weeks, with the date of the first publication thereof to be no later than the 31st day prior to the date set for the adoption of the ordinance or ordinances authorizing the issuance of such Certificates of Obligation as shown in the Notice.

Section 3. This Resolution is intended to satisfy the official intent requirements set forth in section 1.150-2 of the Treasury Regulations.

Section 4. This Resolution shall be effective immediately upon adoption.

Exhibit A

NOTICE OF INTENTION TO ISSUE COMBINATION TAX AND REVENUE CERTIFICATES OF OBLIGATION OF THE TOWN OF NORTHLAKE, TEXAS

NOTICE IS HEREBY GIVEN that the Town Council of the Town of Northlake, Texas (the "Town"), at its meeting to commence at 7:00 p.m., on September 13, 2018, at Town Hall, Council Chambers, 1400 FM 407, Northlake, Texas, tentatively proposes to adopt one or more ordinances authorizing the issuance of interest bearing certificates of obligation, in one or more series, in an amount not to exceed \$10,000,000 for paying all or a portion of the Town's contractual obligations incurred in connection with: (i) acquiring, constructing, installing and equipping additions, improvements, extensions and equipment for the Town's waterworks and sewer system (the "System") and (ii) paying legal, fiscal and engineering fees in connection with such projects. The Town proposes to provide for the payment of such certificates of obligation from the levy and collection of ad valorem taxes in the Town as provided by law and from a limited pledge of the surplus revenues of the System that remain after payment of all operation and maintenance expenses thereof, and after all debt service, reserve and other requirements in connection with all revenue bonds or other obligations (now or hereafter outstanding) of the Town have been met, to the extent that such obligations are payable from all or any part of the net revenues of the System. The certificates of obligation are to be issued, and this notice is given, under and pursuant to the provisions of V.T.C.A., Local Government Code, Subchapter C of Chapter 271.

TOWN OF NORTHLAKE, TEXAS

Memo

To: Honorable Mayor and Town Council

From: Nathan Reddin, Development Director

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

Date: July 26, 2018

Re: Pioneer Grant Program Applications for Burgerim and Amano Bistro restaurants

Background

The Pioneer Grant Program (PGP) is an incentive program that was authorized by the EDC and CDC boards on November 17, 2011, to spur economic development activity by incentivizing the initial development of retail, restaurant, and service businesses in Northlake. When the program was created, the only retail and restaurant businesses in Northlake were the Subway and the Shell and Valero convenience stores. As staff recruited retailers and restaurants at the time, we often heard the excuse of not wanting to be the “first” to locate in Northlake because they saw it as an unproven market. The PGP was developed to help overcome that hurdle. Three PGP’s, all restaurants (Rosa’s Café, Sonic & IHOP), have been awarded since the inception of the program.

The PGP flyer is attached which lists the details of the program as well as funding guidelines. The grant is provided in the form of a 5-year forgivable loan with 1/5th of the loan forgiven after each year of the first five years the business is in operation, so it essentially becomes a grant as long as the business is open and operating for at least 5 years. The program is designed to provide greater incentives to the “pioneer” businesses, so the first business of each category gets more than the second and so on. The funding guidelines are also based upon expected taxable sales so that any grant is essentially paid back with sales taxes paid by the business within 5-10 years. Funding is not provided to the business until the Certificate of Occupancy (CO) is issued, reducing the risk of an incentive being granted and a business never opening. Funding is provided by the EDC and CDC which each pay for 50% of each grant.

The first Pioneer Grant was awarded to Rosa’s Café on December 10, 2015 for a total amount of \$150,000, \$100,000 as the first restaurant in the limited service category and an additional \$50,000 (50%) bonus for being the first grant overall. The incentive was integral in getting Rosa’s to locate in Northlake because they already had signed to locate in the Champions Center development just across 35W in Fort Worth. Following the success of Rosa’s, Sonic applied for and received a grant in 2016 for \$62,500, \$50,000 as the second restaurant in the limited service category and an additional \$12,500 (25%) bonus for being the second grant overall. Most recently, in 2017 IHOP was awarded a

grant in the amount of \$150,000 for being the first restaurant in the full-service category. Commercial real estate brokers, as well as Town staff, use the incentive program as an important recruiting tool and are now able to point to the success of existing businesses that have benefited from it.

New Pioneer Grant Program Applications

Developers have seen the benefit of the Pioneer Grant as well. It helped attract Carey Albert to build a 10,000 square foot retail center known as Northlake Plaza at 5000 State Highway 114 between the IHOP and Farmer Brothers. The retail center which was completed near the end of 2017 is the first speculative retail space to be built in Northlake. A dentist office is the only tenant so far, but the developer always had in mind that each end of the building would contain a restaurant. The developer's broker has been actively pursuing restaurants for the spaces, using the PGP as a recruiting tool. They have now come to terms with two restaurant tenants, Burgerim and Amano Bistro, that have submitted PGP applications in accordance with the guidelines.

Burgerim is a relatively new burger franchise concept that is growing rapidly, especially in the DFW market. A Burgerim franchisee, Chared International, LLC, has submitted an application for a \$25,000 Pioneer Grant (\$12,500 from each board) for being the third applicant in the limited service restaurant category. Burgerim will occupy 2,000 square feet and conservatively expects to generate approximately \$840,000 annually in taxable sales.

Amano Bistro is a new full-service, family owned and operated restaurant proposed to occupy 2,747 square feet of space on the east endcap which will also have some patio space. Amano Bistro will serve a variety of Italian foods and expects to generate \$1,040,000 of taxable sales annually. They have submitted an application for \$100,000 (\$50,000 from each board) as the second restaurant in the full-service category.

The applications with more details on each restaurant are attached for your review along with draft performance agreements for each grant. A performance agreement is required by state law to tie the incentive to a capital investment and/or job creation target. While these numbers are important, the primary intent of the PGP is to establish initial retail and restaurant businesses that can serve as a catalyst for more retail and restaurant development, generate more sales tax, and to provide dining options for Northlake employers both existing and potential. Staff has reviewed the applications, met with both applicants, and finds that both businesses meet the criteria and guidelines for the program. In addition, these two grants will help the Northlake Plaza retail center reach 80% occupancy within less than one year which should help generate more interest from retail developers. The EDC and CDC boards will consider these grants at their board meetings on July 19th. If approved by the EDC and CDC, a final approval is required by the Town Council due to the amount of the expenditures.

Please contact me at 940.242.5703 if you have any questions or comments.

Your business is wanted in Northlake, Texas.

The pioneer grant program (PGP) will reward you for being a business pioneer.

- Who?** Business owners that commit to opening a new retail, restaurant, or service business establishment in Northlake are eligible to apply for a Pioneer Grant.
- What?** The PGP is an incentive program created to spur economic development activity by encouraging the initial development of retail, restaurant, and service businesses in Northlake.
- When?** Applications for the PGP are considered on a first come, first served basis. The PGP is available for a limited time, subject to funding availability and the continued need for “pioneer” businesses. The PGP is intended to defray the costs of locating in Northlake. Timing of the grant funding will be subject to the terms and conditions of an incentive agreement with funding typically given upon issuance of a certificate of occupancy.
- Where?** Incentives shall only be granted for new business establishments to be located in the Town of Northlake, Texas.
- Why?** Northlake has a superb location with great potential, but due to its location in an emerging market, it has been difficult to get businesses to “risk” being the first to locate in the market. The PGP offers special incentives to “pioneer” businesses willing to be the first or among the first businesses of that kind to locate in Northlake.
- How?** PGP incentives will be awarded in the form of a 5-year forgivable loan with 1/5th of the loan forgiven after each year of the first five years the business is in operation. Funding for the PGP is provided by the Northlake Economic Development Corporation (EDC) and the Northlake Community Development Corporation (CDC). The EDC and CDC are the initial approval authorities for each PGP application, and the Northlake Town Council has final authority on approval of each PGP application. The grant amounts listed in the table below are guidelines for typical businesses in these categories. Final grant amounts will be determined by the EDC and CDC based on the expected economic impact and projected sales tax revenues to be generated by the business.

Category	Description	1st Grant	2nd Grant	3rd Grant
General Retail & Service (small)	General retail & service businesses less than 5,000 sf	\$25,000	\$10,000	\$5,000
General Retail & Service (medium)	General retail & service businesses less than 5,000 sf to 14,999 sf	\$50,000	\$25,000	\$10,000
Snack & Beverage Shops	Coffee shops, doughnuts shops, ice creams parlors, etc.	\$50,000	\$25,000	\$0
Junior Anchor Retail	General retail from 15,000 sf to 50,000 sf	\$100,000	\$50,000	\$25,000
Restaurants (limited-service)	Fast food, fast casual, cafeterias, buffets, etc.			\$25,000
Restaurants (full-service)	Restaurants with waiter/waitress service		\$100,000	\$50,000
Pharmacies & Drug Stores	10,000 sf pharmacy stores	\$150,000	\$75,000	\$0
Anchor Retail	General retail greater than 50,000 sf	\$200,000	\$100,000	\$50,000
Supermarkets & Grocery Stores	40,000+ sf full service grocery stores	\$250,000	\$0	\$0
Supercenters & Warehouse Clubs	100,000 sf super stores	\$500,000	\$0	\$0
Bonus Incentive	First two businesses overall to receive additional percentage bonus in addition to category amount			0%

PGP applications have been submitted and/or approved for the category amounts noted with a logo and are no longer available. For more information contact Nathan Reddin, Development Director, at 940-242-5703 or nreddin@town.northlake.tx.us.



PIONEER GRANT PROGRAM (PGP) APPLICATION

Form revised 5/01/2014

PROJECT INFORMATION

Project Name: BURGERIM

PGP Incentive Category Requested: RESTAURANTS

APPLICANT INFORMATION

Business Name: CHARED INTERNATIONAL LLC Contact Name/Title: _____

Address: 13829 POMEGRANATE DR

City/State/ZIP: FRISCO, TX 75035

Phone: _____

Fax: _____

Email: _____

Signature: [Signature]

Date: 06/12/2018

ADDITIONAL INFORMATION

Provide the following additional information to submit with this application:

1. Project Description

1.1. Proposed use(s) RESTAURANT

1.2. Proposed location 5000 TX-114
NORTHLAKE, TX 76262

2. Facility Description

2.1. Facility description (e.g. finish-out space in multi-tenant retail center, stand-alone building(s) on pad site, etc.) FINISH OUT RESTAURANT IN MULTITENANT RETAIL CENTER

2.2. Size of facility (e.g. size of space, building(s) and/or site) 2000 SQFT

2.3. Is project to be located in an existing facility or will it be in new construction? EXISTING FACILITY

2.4. Will facility be owned or leased? LEASED

4. Economic Impact Data

Provide estimates for the following:

4.1. Square feet of construction & construction value 2000 SQFT
\$300,000

4.2. Personal property value

4.3. Annual taxable sales \$840,000

4.4. Number of full-time equivalent (FTE) employees 10

4.5. Number of employees with salary of \$50,000 or greater 1

4.6. Average annual salary per FTE \$20,000

4.7. Provide above data by phase if project will be phased

3. Timing

Provide estimated date (month & year) for the following:

3.1. First development application (e.g. zoning, site plan, permit, etc.) 06/25/2018

3.2. Ground breaking N/A - EXISTING STRIP CENTER

3.3. Occupancy & business operation

3.4. Phasing if proposed

5. Supporting Information

5.1. Incentive amount requested and rationale for request \$25,000, will used towards finish out

5.2. Overview of company/project team including related experience - Attached

5.3. Additional general comments from applicant (if desired)

Please contact Nathan Reddin, Development Director, at 940-242-5703 or nreddin@town.northlake.tx.us if you have any questions.

****FOR OFFICE USE ONLY****

Stamp Received

RECEIVED
JUN 13 2018

BY: [Signature]

Secretary of State
P.O. Box 13697
Austin, TX 78711-3697
FAX: 512/463-5709

Filing Fee: \$300



**Certificate of Formation
Limited Liability Company**

Filed in the Office of the
Secretary of State of Texas
Filing #: 802893082 12/28/2017
Document #: 784847830005
Image Generated Electronically
for Web Filing

Article 1 - Entity Name and Type

The filing entity being formed is a limited liability company. The name of the entity is:

Chared International, LLC

Article 2 – Registered Agent and Registered Office

☒ A. The initial registered agent is an organization (cannot be company named above) by the name of:

Registered Agents Inc.

OR

☐ B. The initial registered agent is an individual resident of the state whose name is set forth below:

C. The business address of the registered agent and the registered office address is:

Street Address:

700 Lavaca St. STE 1401 Austin TX 78701

Consent of Registered Agent

☐ A. A copy of the consent of registered agent is attached.

OR

☒ B. The consent of the registered agent is maintained by the entity.

Article 3 - Governing Authority

☐ A. The limited liability company is to be managed by managers.

OR

☒ B. The limited liability company will not have managers. Management of the company is reserved to the members.

The names and addresses of the governing persons are set forth below:

Managing Member 1: **Amit Chalotra**

Title: **Managing Member**

Address: **13829 Pomegranate Dr Frisco TX, USA 75035**

Managing Member 2: **Shashidhar Thota**

Title: **Managing Member**

Address: **13829 Pomegranate Dr Frisco TX, USA 75035**

Article 4 - Purpose

The purpose for which the company is organized is for the transaction of any and all lawful business for which limited liability companies may be organized under the Texas Business Organizations Code.

Supplemental Provisions / Information



PIONEER GRANT PERFORMANCE AGREEMENT

This Pioneer Grant Performance Agreement is entered into by and between the Town of Northlake, Texas, a type A general-law municipality of Denton County, Texas, the Northlake Economic Development Corporation (the "EDC") and the Northlake Community Development Corporation (the "CDC") (the Town of Northlake, together with the EDC and CDC, the "Town"), and Chared International, L.L.C., a Texas limited liability company (the "Grantee").

WITNESSETH:

WHEREAS, the Town Council on December 11, 2014 approved Resolution No. 14-32 adopting an Incentives Policy for the Town (the "Policy") as amended, which: (1) established certain guidelines and criteria for the use of Town incentive programs for private development projects; and (2) authorized the establishment of programs for making loans and grants of Type A and Type B economic development sales tax funds to promote local economic development and to stimulate business and commercial activity in the Town of Northlake pursuant to the Development Corporation Act, codified in Chapters 501-505 of the Texas Local Government Code, (the "Act"); and

WHEREAS, the Town has established the Pioneer Grant Program pursuant to the Policy to promote the development of retail, restaurant, and service businesses in the Town of Northlake; and

WHEREAS, the Grantee has submitted an application to receive a Pioneer Grant for the development of a restaurant; and

WHEREAS, the Town has reviewed the application and is willing to provide Grant funds for the use of the Grantee, provided that the Grantee meets certain criteria relating to capital investments and new jobs; and

WHEREAS, the Grantee is required to return all or a portion of the funds received to the Town if the performance criteria of the Grantee are not met; and

WHEREAS, the Town and the Grantee desire to set forth their understanding and agreement as to the payout of the Grant proceeds, the obligations of the Grantee regarding capital investment and new job creation, and the repayment by the Grantee of all or part of the Grant under certain circumstances; and

WHEREAS, the Grantee's plans to construct an approximately 2,000 square-foot Burgerim branded restaurant facility (the "Facility") will entail a capital expenditure of greater than \$300,000 referred to in the Agreement as the "Capital Investment"; and

WHEREAS, it is expected that 10 New Jobs, as defined herein, will be created at the Facility, with an average annual income of \$20,000; and

WHEREAS, together, the Capital Investment target of \$300,000 and the New Jobs target of 10 are referred to herein as the “Targets”; and

WHEREAS, the Facility is expected to generate approximately \$840,000 in annual taxable sales in addition to the indirect benefit of establishing Northlake as a retail and restaurant destination with the potential to encourage additional restaurant and retail development; and

WHEREAS, the EDC and CDC boards of directors designated an incentive for the development of the Facility in the total amount of \$25,000 (payment to be split evenly between the EDC and CDC) as a project that will promote new business development at their July 19, 2018 board meetings; and

WHEREAS, all requirements of the Act shall be met prior to distribution of grant funds, including, but not limited to, any requirements for public hearings, notice and authorization of the Town Council;

NOW, THEREFORE, in consideration of the foregoing, the mutual benefits, promises and undertakings of the parties to this Agreement, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto covenant and agree as follows:

Section 1. Disbursement of the Grant.

The Grant in the amount of \$25,000 will be paid to the Grantee upon completion of the Facility as certified by the issuance of a Certificate of Occupancy (the “CO”) by the Town. Within 30 days of issuance of the CO, the Town will disburse the Grant proceeds to the Grantee as an inducement to the Grantee to achieve the Targets at the Facility.

Section 2. Targets and Definitions.

The Grantee will develop the Facility as a finish out space within the Northlake Plaza retail center at 5000 State Highway 114, make a capital investment of at least \$300,000, and create and maintain at least 10 New Jobs at the Facility. The actual construction costs of the Facility shall meet the Capital Investment Target and such investment shall be satisfied with completion of construction which shall culminate in the issuance of a CO within one year of the date of this agreement. The New Jobs Target shall be met within one year of the issuance of the CO and the Target shall be maintained through the final Performance Date which shall be five years from the issuance of the CO.

For the purpose of this Agreement, the following terms shall have the following definitions:

“Capital Investment” means a capital expenditure in taxable real property, taxable tangible personal property, or both at the Facility (excluding the purchase of land or existing real property

improvements). The capital investment must be in addition to the capital improvements at the Facility at the date of this Agreement.

“Employee” means the full-time equivalent (FTE) employment of a person performing a duty for the Grantee at the facility. This term shall not include contract workers who are considered independent contractors for the Grantee.

“Maintain” means that the new jobs created pursuant to the Grant will continue without interruption from the date of creation through the Performance Date.

“New Job” means new permanent employment of an Employee for an indefinite duration at the Facility. Each New Job must require a minimum of either (1) 30 hours of an Employee’s time per week for the entire normal year of the Grantee’s operations, which “normal year” must consist of a least 52 weeks, or (2) 1,560 hours per year. Seasonal or temporary positions, positions created when a job function is shifted from an existing location in the Town limits of Northlake, and positions with contractors, suppliers, and similar multiplier or spin-off jobs shall not qualify as New Jobs.

Section 3. Repayment Obligation.

Determination of Inability to Comply: If the Town, in its sole discretion, determines at any time prior to the Performance Date (a “Determination Date”) that the Grantee is unable or unwilling to meet and maintain any of its Targets by and through the Performance Date, and if the Town promptly notifies the Grantee of such determination, the Grantee must repay the Grant proceeds based upon the following schedule:

In the 1st year following CO issuance	Repay \$25,000
On or after the 1st anniversary of CO issuance but before the 2nd anniversary of CO issuance	Repay \$20,000
On or after the 2nd anniversary of CO issuance but before the 3rd anniversary of CO issuance	Repay \$15,000
On or after the 3rd anniversary of CO issuance but before the 4th anniversary of CO issuance	Repay \$10,000
On or after the 4th anniversary of CO issuance but before the 5th anniversary of CO issuance	Repay \$5,000

Repayment Dates: Such repayment shall be due from the Grantee to the Town within thirty days of the Performance Date or the Determination Date, as applicable.

Section 4. Grantee Reporting.

The Grantee shall provide, at the Grantee’s expense, detailed verification reasonably satisfactory to the Town of the Grantee’s progress on the Targets. Such progress reports will be provided at least annually, starting at twelve months from the date that the Grantee receives the Grant, and at

such other times as the Town may require for a period of five years from the grant proceeds award date.

Section 5. Notices.

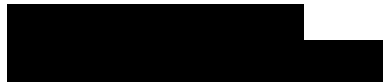
Any notices required or permitted under this Agreement shall be given in writing, and shall be deemed to be received upon receipt or refusal after mailing of the same in the United States Mail by certified mail, postage fully pre-paid or by overnight courier (refusal shall mean return or certified mail not accepted by the addressee):

If intended for the Town, to:

Town of Northlake
1400 FM 407
Northlake, Texas 76247
Attn: Drew Corn, Town Administrator
Phone: (940) 648-3290
Fax: (940) 648-0363
Email: dcorn@town.northlake.tx.us

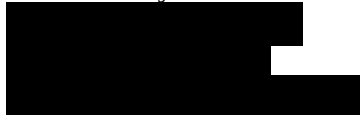
If intended for the Grantee, to:

Chared International, L.L.C.
13829 Pomegranate Drive
Frisco, Texas 75035
Attn: Amit Chalotra



With a copy to:

Taylor, Olson, Adkins, Sralla & Elam, L.L.P.
6000 Western Place, Suite 200
Fort Worth, Texas 76107
Attn: Ashley D. Dierker



Northlake EDC
1400 FM 407
Northlake, Texas 76247
Attn: President
Phone: (940) 648-3290
Fax: (940) 648-0363
Email: northlakeedc@town.northlake.tx.us

Northlake CDC
1400 FM 407
Northlake, Texas 76247
Attn: President
Phone: (940) 648-3290
Fax: (940) 648-0363
Email: northlakeedc@town.northlake.tx.us

Section 6. Miscellaneous.

- A. Entire Agreement; Amendments: This Agreement constitutes the entire agreement between the parties hereto as to the subject matter contained herein and may not be amended or modified, except in writing signed by each of the parties hereto. This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns. The Grantee may not assign its rights and obligations under this Agreement without the prior written consent of the Town.
- B. Governing Law; Venue: This Agreement is made and performable in the Town limits of Northlake in Denton County, Texas and shall be construed and enforced by local and state laws within the State of Texas. Venue for any litigation arising out of or involving this Agreement shall lie in Denton County, Texas.
- C. Counterparts: This Agreement may be executed in one or more counterparts, each of which shall be an original, and all of which together shall be one and the same instrument.
- D. Severability: If any provision of this Agreement is determined to be unenforceable, then the remaining provisions of this Agreement shall, in the discretion of the Town, be voidable or interpreted as in effect as if such unenforceable provision were not included therein.

EXECUTED and effective as of the date of the last authorized signature below.

APPROVED AS TO FORM:
ASHLEY D. DIERKER,
TAYLOR, OLSON, ADKINS,
SRALLA & ELAM, L.L.P.
Town Attorney

TOWN OF NORTHLAKE
DREW CORN

Town Administrator

By: _____
Town Attorney

By: _____
Drew Corn, Town Administrator

Date: _____

Date: _____

**NORTHLAKE ECONOMIC DEVELOPMENT
CORPORATION**

By: _____
Laura Montini, President of Board of Directors

Date: _____

**NORTHLAKE COMMUNITY DEVELOPMENT
CORPORATION**

By: _____
Jeff Mewhirter, President of Board of Directors

Date: _____

**GRANTEE:
CHARED INTERNATIONAL, L.L.C.**

By: _____

Date: _____







ABOUT THE BRAND

The Innovative Burgerim Chain began franchising its successful restaurant concept in 2011. Due to its overwhelming popularity, there are now over 80 branches, with stores operating or soon to be opened in Israel, Romania, Russia, Spain, Germany the UK and the USA. What makes the "Burgerim" chain of franchised restaurants so famous is the variety of available flavors you get with each meal. With each portion of 2, 3 or 16 mini burgers, the customer gets to choose from more than 8 burger flavors and a large selection of additions, which means there are literally thousands of personalized burger choices to choose from.

Using only premium quality meat, our burgers are freshly ground on a daily basis. We offer a choice of flavors which include smoked beef, merguez (spicy), chicken, beef with eggplant, lamb and Kobe beef to name just a few.

The "Burgerim" customers are always promised a unique and flavorful experience at our locations. Our designer restaurants have a modern and inviting décor, which is home to our trained franchisees and their staff, who are well practiced in ensuring consistent and excellent customer service.

Our development goals include establishing a global footprint of thousands of "Burgerim" locations, selling our gourmet mini-burgers in a variety of flavors. We will become a market leader and will set standards of excellence in service, quality and customer experience.



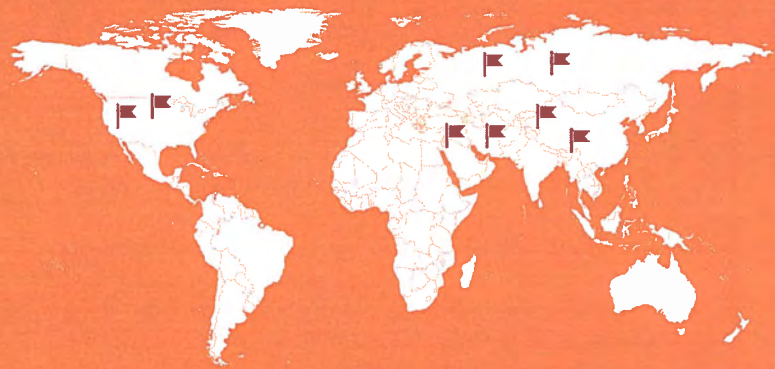
WHAT MAKES OUR CONCEPT DIFFERENT

At "Burgerim" you get 8 ounces (240g) of prime freshly ground meat divided in to three mini burgers which are easy to hold and can be customized to suit different tastes. Each individual burger stands out declaring its individuality with a statement of its own special flavor and design, choose from Merguez (spicy) topped with sauté mushrooms or smoked beef topped with fried onions – the choice is yours. Our various flavors and toppings are here to satisfy your desires. If your preference is to watch your waistline, or if you are not a meat lover, we have a wide range of alternatives for you, including a variety of salads, vegetarian burgers and several other low calorie options.

What we strive for is a fresh, delicious and enjoyable dining experience for every "Burgerim" Customer. Most importantly, we believe we have created the most logical business opportunity for those aspiring to find a franchise concept which makes great business sense.



Branches



Growth Strategy

In 2011, after the unmatched success and popularity of the first Burgerim restaurant, we began to sell franchise stores to prospective entrepreneurs. Within a period of less than 2 years, the chain expanded at an explosive rate to over 80 franchised restaurants. In 2015 we began to pursue our International expansion goals, with stores operating or in the process of being opened in Russia, Romania, Spain and soon in the UK and USA. The interest in the Burgerim Chain and its Business strategy is growing rapidly across the globe.



Our Values

Honesty and Integrity - We believe in behaving honestly and with integrity in all interactions and dealings.

Commitment - We are committed to do all we do passionately, especially when it comes to providing a unique and exciting dining experience for our customers

Consistency - We will provide our customers with a popular selection of burger flavors and combinations that use high quality ingredients.

Service Excellence - We are committed to providing the highest level of world class customer service and to achieving excellence every day.

Quality and Freshness - We will only use fresh and high quality ingredients

Leadership - We will lead with our innovative and high Quality food and the best customer service

Team Work - We work together as a team to ensure we achieve our goals and joint success.

★
ALWAYS
MORE ★
THAN ONE
★



Our Products

Made from the finest cuts, freshly ground on a daily basis and served in a rich variety of flavors on fresh buns.

kobe beef **LAMB**
SMOKED BEEF
merguez
BURGER BEEF
BACON ★
Chicken ★ **Veggie**



Kobe beef



Lamb



Merguez (spicy)



Smoked Beef



Beef with eggplant



Beef



Chicken



Veggie burger



Beef with portabello

More Products

— Juicy Chicken —
SCHNITZEL





OUR MENUS



TAKE US HOME

ALWAYS BETTER THAN HAMB



ALWAYS BETTER THAN HAMB



Burgerim
ALWAYS BETTER THAN HAMB

MENU

Burgerim Mini Burgers

A selection of our signature 2.5oz Mini Burgers served with an 8oz. tomato, lettuce and our famous house sauce.

BURGERIM TWIN

Two of our 2.5oz Mini Burgers

BURGERIM TRIO

Three of our 2.5oz Mini Burgers

BURGERIM FAMILY PACK

6 of our 2.5oz Mini Burgers

BURGERIM PARTY PACK

12 of our 2.5oz Mini Burgers

Beef | Pork | Chicken | Turkey | Veggie | Spicy Beef | Spicy Veggie | Veggie

Mix different burgers in each pack!

Make it a Double Burger (+\$ per burger)

Toppings (+\$ each)
Onion | Tomato | Pickled Tomato | Bacon | Swiss | Cheddar | Cheese | Mayo | Ketchup | Mustard | Hot Sauce | Pickled Jalapenos

...with

our Famous house sauce
+ choice of potato

...or

French fries

+ House sauce

...or

Sausage wrap

lettuce and tomato, topped with tahini sauce

+ Fresh Tortilla

...or

Salad
lettuce, red onion, green onion, kale, tomato, cucumber, basil, croutons, with a lemon and olive oil dressing

...or

Roasted tomatoes, Caramelized onions, mixed baby leaves, roasted walnuts, sliced and served with a Balsamic and lemon dressing

or a choice of eye steak (+\$)

...or

Grilled Chicken fillets coated in golden bread crumbs, lettuce, tomato and onions served with garlic chili sauce

...or

Grilled Chicken fillets coated in golden bread crumbs, lettuce, tomato and onions served with garlic chili sauce

...or

Grilled Chicken fillets coated in golden bread crumbs, lettuce, tomato and onions served with garlic chili sauce

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Grilled Chicken fillets coated in golden bread crumbs, lettuce, tomato and onions served with garlic chili sauce

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Grilled Chicken fillets coated in golden bread crumbs, lettuce, tomato and onions served with garlic chili sauce

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Grilled Chicken fillets coated in golden bread crumbs, lettuce, tomato and onions served with garlic chili sauce

...or

Grilled Chicken fillets coated in golden bread crumbs, lettuce, tomato and onions served with garlic chili sauce

...or

Grilled Chicken fillets coated in golden bread crumbs, lettuce, tomato and onions served with garlic chili sauce

...or

Grilled Chicken fillets coated in golden bread crumbs, lettuce, tomato and onions served with garlic chili sauce

...or

Grilled Chicken fillets coated in golden bread crumbs, lettuce, tomato and onions served with garlic chili sauce



Sandwiches

All served with a portion of French fries

Grilled Chicken Sandwich

Grilled Chicken fillets marinated in a sweet chili marinade, sliced mushrooms, onions, tomatoes and mixed baby leaves

Entree / Rib Eye Steak Sandwich

Slices of Entrecôte / Rib Eye Steak, mixed baby leaves, sliced onion and tomato served with mustard and garlic aioli sauce

Schitzel Sandwich

Grilled Chicken fillets coated in golden bread crumbs, lettuce, tomato and onions served with garlic chili sauce

SIDE DISHES

Home fries

Burgerim Chopped Salad

French fries

Sweet potato fries

Onion rings

Corn fries

KIDS MENU

Crispy Chicken skin meat
French fries and sliced vegetables

Kids Burger Meal

One Burgerim Mini Burger, French fries and sliced vegetable
(Choice of a Beef, Chicken or Veggie burger)

CUSTOM
Salads
GREEN & FRESH

From the press



“ 14/4/2013

Oren Loni, owner of the “Burgerim” chain claims he has found the perfect formula for success with a relatively small investment. He researches and follows the trends of what is typically a different and exciting restaurant idea over the course of a number of years, and if the concept is successful, he offers to purchase the trade name and recipes of the business from its owners. He then converts that branch into a flag ship operation and develops a chain of franchises. This strategy has enabled him to reach 35 branches of “Burgerim” within a year, with another 12 locations in construction which will open within the next 6 weeks.

“Our model is to identify a business that has been active for at least four years and to check its success” he tells “Calcalist” [a leading business newspaper]. “We buy the trade name and the businesses knowledge and then rebrand the place from scratch while turning it into a chain. After having created the concept, we start selling franchises.”

”

“The Marker” from 14.3.2013

In random taste tests of leading burger chains conducted by food journalists, **“Burgerim” was found to be the tastiest and the best value**

We keep up with the times:

- We utilize multiple active digital platforms
- We have an active Facebook page
- We maintain an active website which provides our customers with an online ordering service and the option of having the meal delivered to them.
- We work with leading smartphone applications such as Yelp and Waze



DELIVERIES

Since we realize that a reliable and effective delivery service is an integral growth engine for our franchisees, we are continually researching the most effective delivery options available. This has led to our decision to develop a high-tech state-of-the-art national delivery center.

- The center will allow customers to order and pay through our website via all possible applications including smart phones.
- Our "secure pay" system will direct the order to the nearest location with the best ability to carry out the delivery in the fastest possible time.
- We will also have a national call center in place with one common national number.

x8
x16
x3
x2



BRANDING AND MARKETING

logo



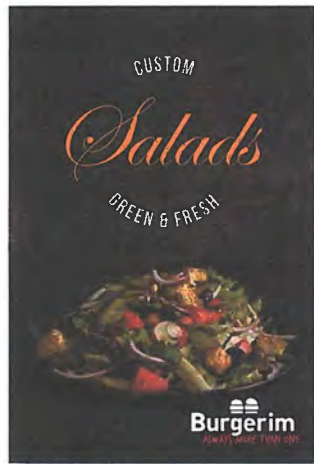
Color Harmony



Typography

abcdefghijklmnopqrstuvwxyz1234567890
ABCDEFGHIJKLMNOPQRSTUVWXYZ





Always more
★ than one

-GENUINE-
FRENCH FRIES
-WITH-
OUR DIPPING SAUCE

MIX YOUR TASTY
★ FLAVORS

★ GOURMET
FAST FOOD

choices for
everyone
everywhere



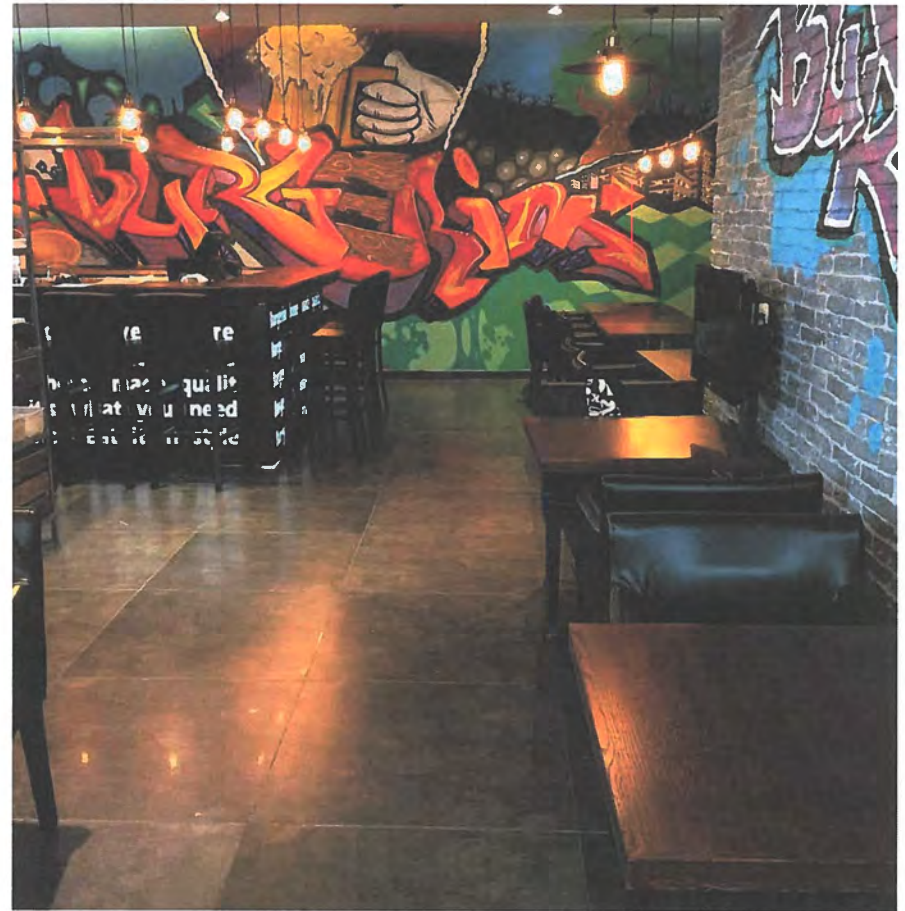
THE BUSINESS MODEL

Our expertise and experience accumulated over the past number of years is what has led to our winning business formula.

Burgerim's successful business concept has a precise and distinct method and system in place which ensures that every franchisee can optimize the management of his restaurant, even if he has no experience in the food industry.

Here are a number of advantages of our winning business concept:

- An innovative concept in the burger business.
- Small to medium sized restaurants with a big impact. This allows for a lower build out budget and an easier start up investment.
- Smaller sized restaurants also allow for a more effective multi-tasking staff compliment, which results in lower labor costs compared to other similar burger chains.
- A "State of the Art" design and low cost construction building package.
- R&D - the chain is constantly reviewing, renewing and developing new menu products.
- Suppliers and low food costs - the chain's substantial buying power results in lower food cost prices compared to market prices, without compromising the quality of the menu ingredients. This results in every franchisee enjoying a competitive edge in his retail pricing.
- Most of our products reach our franchisees pre-prepared and are delivered in such a way that the franchisee does not have to hire chefs and experienced kitchen staff. This methodology therefore dramatically reduces the cost of highly skilled kitchen labor.



What makes us **STAND OUT?**

Our stability and strong foundation is supported by our highly talented and experienced operations team. Our combined experience is in excess of 30 years, which means that our franchise support is not only based on our impressive academic studies in management and marketing, but also from years of "hands on" experience. This allows us to share our "best practices" and "know how" with our current and future franchisees.



The Secret Of Our Success

"Less is more": in the same way that dynamite comes in small packages, we at "Burgerim" realize that smaller sized locations are best suited to our business model. Keeping the business compact yet dynamic, allows our franchisees to:

- manage their locations with smaller but more efficient work crews,
- enjoy lower overheads
- work to simple yet effective operational procedures

Research and Development: We have a strong R&D department which continuously monitors market trends and customer needs and wants. Based on their findings they then innovate, improve and introduce new products suited to the market.

Customer service training: We understand that our customers not only expect good quality and tasty food, but also fantastic service and a pleasant and clean environment. We therefore invest in whatever training resources necessary to ensure that our franchisees strive towards excelling in these three critical elements of the business.

Business Training: We understand that not everyone has experience in running their own restaurant business and that this is part of the reason that franchisees join our family. To overcome this, we do our best towards educating our franchisees on how to run effective and profitable businesses – from correct and efficient recruiting, staff training, food cost control, marketing, and above all, on treating every Burgerim customer like they are royalty.

Buying power: Our large chain of Burgerim branches results in us having the negotiating and buying power necessary to ensure that our franchisees enjoy paying the best possible wholesale prices for our high quality products

Corporate branding, marketing and advertising: As a modern cutting edge company, 'Burgerim' knows the importance of marketing a brand to ensure success for our franchise owners. When you purchase a franchise you can be rest assured that you will be backed by a strong corporate marketing plan, with strategies in place to leverage all possible platforms including; social media, public relations, search engine optimization and traditional marketing campaigns

Franchise advertising fund: Even though our large presence is always felt in the retail market place, our "Burgerim" family of franchisees continually invests substantial funds into advertising and marketing which is used for executing major advertising campaigns, using various types of media such as television, radio, highway media, sponsorships, digital, and print platforms.



What we offer you as a franchisee:

As a young and dynamic company, "Burgerim" understands the importance of ensuring the success of its franchise owners. When you invest in a "Burgerim" franchise, you can be rest assured that you will enjoy the best possible support of a strong corporate team.

Once entering into a franchise agreement, we will guide you through the full business establishment process, from assisting you to find the right location, to the setting up of the business, and finally in assisting you with the opening of your branch. When the store is up and running, you will benefit from our continued support program, which includes ongoing operational support, training, marketing and more.

Here is a summary:

- We will support and assist you in choosing the right location.
- We will provide you with architectural support and guidelines for your building process.
- We will provide you with ongoing support throughout your renovation and building process
- We will make recommendations regarding the purchase of your equipment and furnishings.
- We will provide you with a complete business training program for you and your staff.
- We will provide you with a detailed operations manual which will be used as a continued source of information on how to run your business efficiently.
- We will assist you with setting up accounts with our approved food suppliers.
- You will benefit from our cutting edge branding and advertising campaigns.
- We will assist you with your local marketing.
- You will benefit from our ongoing franchise support.



Meet The Team At the "Burgerim" Headquarters:

Oren Loni - President

Oren Loni is one of the most influential restaurant entrepreneurs. In the past 7 years, Oren has owned and developed numerous brands including:



Schnitzeliya - A fast food chain (sold in 2009 with 51 branches)



Fresh point - A Frozen Yogurt chain- 14 branches



Bandora - A new concept of shawarma cooked on charcoal, established in 2015. Under Oren's ownership and leadership, the chain has reached 120 locations in 5 months.



"Burgerim" A burger chain purchased in 2010 with one location. Under Oren's ownership and leadership, the chain has reached 80 locations in 18 months, and is expected to reach 280 locations globally within the next year.



Siciliano - An Italian fast food chain established in 2013 with one location. Under Oren's ownership and leadership, the chain has reached 20 locations in 6 months.

Oren Loni's vast knowledge and experience, having already achieved the above, feels he is only at the beginning of his path to global expansion and invites franchisees, franchise developers and master franchisees to join in his success across all four corners of the world.

Eli Biton - CFO

Limor Aminov - VP Marketing

Guy Marom - C.E.O USA

Kevin Leib- Franchise sales manger Europe

Haim Halfon - Project Manager

Cordovi Reuven - Food & Beverage Manager

Peter Bronstein - Attorney for Burgerim

Aviram Hemo - Kitchen Training

Arik Mergi - Brand & Design

Aviv Sasi - Architect



Designed by: Atik Menji - brand & design



USA Headquarters:

16861 Ventura Blvd. suite # 303, Encino, CA 91436

Tel: 818.650.8307, Fax: 818.650.8308

email: info@iBurgerim.com

Europe : +44 203 608 4111

Middle East: +972542345747

www.iBurgerim.com

USA Headquarters:

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Europe : +44 203 608 4111

Middle East: +972542345747

www.iBurgerim.com



PIONEER GRANT PROGRAM (PGP) APPLICATION

Form revised 5/01/2014

PROJECT INFORMATION

Project Name: AMANO BISTRO

PGP Incentive Category Requested: Restaurant FULL SERVICE

APPLICANT INFORMATION

Business Name: AMANO BISTRO

Address: 5000 State Hwy 114 Suite 140

Phone: [REDACTED]

Email: [REDACTED]

Contact Name/Title: Lulietta Raka
Gentiana Raka

City/State/ZIP: Northlake Texas 76262

Fax: _____

Signature: Gentiana Raka

Date: June 15, 2018

ADDITIONAL INFORMATION

Provide the following additional information to submit with this application:

1. Project Description
 - 1.1. Proposed use(s)
 - 1.2. Proposed location
2. Facility Description
 - 2.1. Facility description (e.g. finish-out space in multi-tenant retail center, stand-alone building(s) on pad site, etc.)
 - 2.2. Size of facility (e.g. size of space, building(s) and/or site)
 - 2.3. Is project to be located in an existing facility or will it be in new construction?
 - 2.4. Will facility be owned or leased?
3. Timing

Provide estimated date (month & year) for the following:

 - 3.1. First development application (e.g. zoning, site plan, permit, etc.)
 - 3.2. Ground breaking
 - 3.3. Occupancy & business operation
 - 3.4. Phasing if proposed
4. Economic Impact Data

Provide estimates for the following:

 - 4.1. Square feet of construction & construction value
 - 4.2. Personal property value
 - 4.3. Annual taxable sales
 - 4.4. Number of full-time equivalent (FTE) employees
 - 4.5. Number of employees with salary of \$50,000 or greater
 - 4.6. Average annual salary per FTE
 - 4.7. Provide above data by phase if project will be phased
5. Supporting Information
 - 5.1. Incentive amount requested and rationale for request
 - 5.2. Overview of company/project team including related experience
 - 5.3. Additional general comments from applicant (if desired)

Please contact Nathan Reddin, Development Director, at 940-242-5703 or nreddin@town.northlake.tx.us if you have any questions.

****FOR OFFICE USE ONLY****

Stamp Received
RECEIVED
JUN 15 2018
BY: <u>[Signature]</u>



PIONEER GRANT PERFORMANCE AGREEMENT

This Pioneer Grant Performance Agreement is entered into by and between the Town of Northlake, Texas, a type A general-law municipality of Denton County, Texas, the Northlake Economic Development Corporation (the "EDC") and the Northlake Community Development Corporation (the "CDC") (the Town of Northlake, together with the EDC and CDC, the "Town"), and Gentiana Raka (the "Grantee").

WITNESSETH:

WHEREAS, the Town Council on December 11, 2014 approved Resolution No. 14-32 adopting an Incentives Policy for the Town (the "Policy") as amended, which: (1) established certain guidelines and criteria for the use of Town incentive programs for private development projects; and (2) authorized the establishment of programs for making loans and grants of Type A and Type B economic development sales tax funds to promote local economic development and to stimulate business and commercial activity in the Town of Northlake pursuant to the Development Corporation Act, codified in Chapters 501-505 of the Texas Local Government Code, (the "Act"); and

WHEREAS, the Town has established the Pioneer Grant Program pursuant to the Policy to promote the development of retail, restaurant, and service businesses in the Town of Northlake; and

WHEREAS, the Grantee has submitted an application to receive a Pioneer Grant for the development of a restaurant; and

WHEREAS, the Town has reviewed the application and is willing to provide Grant funds for the use of the Grantee, provided that the Grantee meets certain criteria relating to capital investments and new jobs; and

WHEREAS, the Grantee is required to return all or a portion of the funds received to the Town if the performance criteria of the Grantee are not met; and

WHEREAS, the Town and the Grantee desire to set forth their understanding and agreement as to the payout of the Grant proceeds, the obligations of the Grantee regarding capital investment and new job creation, and the repayment by the Grantee of all or part of the Grant under certain circumstances; and

WHEREAS, the Grantee's plans to construct an approximately 2,747 square-foot full-service restaurant facility (the "Facility") will entail a capital expenditure of greater than \$250,000 referred to in the Agreement as the "Capital Investment"; and

WHEREAS, it is expected that 4 New Jobs, as defined herein, will be created at the Facility, with an average annual income of \$36,000; and

WHEREAS, together, the Capital Investment target of \$250,000 and the New Jobs target of 4 are referred to herein as the “Targets”; and

WHEREAS, the Facility is expected to generate approximately \$1,040,000 in annual taxable sales in addition to the indirect benefit of establishing Northlake as a retail and restaurant destination with the potential to encourage additional restaurant and retail development; and

WHEREAS, the EDC and CDC boards of directors designated an incentive for the development of the Facility in the total amount of \$100,000 (payment to be split evenly between the EDC and CDC) as a project that will promote new business development at their July 19, 2018 board meetings; and

WHEREAS, all requirements of the Act shall be met prior to distribution of grant funds, including, but not limited to, any requirements for public hearings, notice and authorization of the Town Council;

NOW, THEREFORE, in consideration of the foregoing, the mutual benefits, promises and undertakings of the parties to this Agreement, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto covenant and agree as follows:

Section 1. Disbursement of the Grant.

The Grant in the amount of \$100,000 will be paid to the Grantee upon completion of the Facility as certified by the issuance of a Certificate of Occupancy (the “CO”) by the Town. Within 30 days of issuance of the CO, the Town will disburse the Grant proceeds to the Grantee as an inducement to the Grantee to achieve the Targets at the Facility.

Section 2. Targets and Definitions.

The Grantee will develop the Facility as a finish out space within the Northlake Plaza retail center at 5000 State Highway 114, make a capital investment of at least \$250,000, and create and maintain at least 4 New Jobs at the Facility. The actual construction costs of the Facility shall meet the Capital Investment Target and such investment shall be satisfied with completion of construction which shall culminate in the issuance of a CO within one year of the date of this agreement. The New Jobs Target shall be met within one year of the issuance of the CO and the Target shall be maintained through the final Performance Date which shall be five years from the issuance of the CO.

For the purpose of this Agreement, the following terms shall have the following definitions:

“Capital Investment” means a capital expenditure in taxable real property, taxable tangible personal property, or both at the Facility (excluding the purchase of land or existing real property

improvements). The capital investment must be in addition to the capital improvements at the Facility at the date of this Agreement.

“Employee” means the full-time equivalent (FTE) employment of a person performing a duty for the Grantee at the facility. This term shall not include contract workers who are considered independent contractors for the Grantee.

“Maintain” means that the new jobs created pursuant to the Grant will continue without interruption from the date of creation through the Performance Date.

“New Job” means new permanent employment of an Employee for an indefinite duration at the Facility. Each New Job must require a minimum of either (1) 30 hours of an Employee’s time per week for the entire normal year of the Grantee’s operations, which “normal year” must consist of a least 52 weeks, or (2) 1,560 hours per year. Seasonal or temporary positions, positions created when a job function is shifted from an existing location in the Town limits of Northlake, and positions with contractors, suppliers, and similar multiplier or spin-off jobs shall not qualify as New Jobs.

Section 3. Repayment Obligation.

Determination of Inability to Comply: If the Town, in its sole discretion, determines at any time prior to the Performance Date (a “Determination Date”) that the Grantee is unable or unwilling to meet and maintain any of its Targets by and through the Performance Date, and if the Town promptly notifies the Grantee of such determination, the Grantee must repay the Grant proceeds based upon the following schedule:

In the 1st year following CO issuance	Repay \$100,000
On or after the 1st anniversary of CO issuance but before the 2nd anniversary of CO issuance	Repay \$80,000
On or after the 2nd anniversary of CO issuance but before the 3rd anniversary of CO issuance	Repay \$60,000
On or after the 3rd anniversary of CO issuance but before the 4th anniversary of CO issuance	Repay \$40,000
On or after the 4th anniversary of CO issuance but before the 5th anniversary of CO issuance	Repay \$20,000

Repayment Dates: Such repayment shall be due from the Grantee to the Town within thirty days of the Performance Date or the Determination Date, as applicable.

Section 4. Grantee Reporting.

The Grantee shall provide, at the Grantee’s expense, detailed verification reasonably satisfactory to the Town of the Grantee’s progress on the Targets. Such progress reports will be provided at least annually, starting at twelve months from the date that the Grantee receives the Grant, and at

such other times as the Town may require for a period of five years from the grant proceeds award date.

Section 5. Notices.

Any notices required or permitted under this Agreement shall be given in writing, and shall be deemed to be received upon receipt or refusal after mailing of the same in the United States Mail by certified mail, postage fully pre-paid or by overnight courier (refusal shall mean return or certified mail not accepted by the addressee):

If intended for the Town, to:

Town of Northlake
1400 FM 407
Northlake, Texas 76247
Attn: Drew Corn, Town Administrator
Phone: (940) 648-3290
Fax: (940) 648-0363
Email: dcorn@town.northlake.tx.us

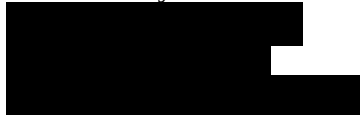
If intended for the Grantee, to:

Gentiana Raka
5000 State Highway 114, Suite 140
Northlake, Texas 76262



With a copy to:

Taylor, Olson, Adkins, Sralla & Elam, L.L.P.
6000 Western Place, Suite 200
Fort Worth, Texas 76107
Attn: Ashley D. Dierker



Northlake EDC
1400 FM 407
Northlake, Texas 76247
Attn: President
Phone: (940) 648-3290
Fax: (940) 648-0363
Email: northlakeedc@town.northlake.tx.us

Northlake CDC
1400 FM 407
Northlake, Texas 76247
Attn: President
Phone: (940) 648-3290
Fax: (940) 648-0363
Email: northlakeedc@town.northlake.tx.us

Section 6. Miscellaneous.

- A. Entire Agreement; Amendments: This Agreement constitutes the entire agreement between the parties hereto as to the subject matter contained herein and may not be amended or modified, except in writing signed by each of the parties hereto. This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns. The Grantee may not assign its rights and obligations under this Agreement without the prior written consent of the Town.
- B. Governing Law; Venue: This Agreement is made and performable in the Town limits of Northlake in Denton County, Texas and shall be construed and enforced by local and state laws within the State of Texas. Venue for any litigation arising out of or involving this Agreement shall lie in Denton County, Texas.
- C. Counterparts: This Agreement may be executed in one or more counterparts, each of which shall be an original, and all of which together shall be one and the same instrument.
- D. Severability: If any provision of this Agreement is determined to be unenforceable, then the remaining provisions of this Agreement shall, in the discretion of the Town, be voidable or interpreted as in effect as if such unenforceable provision were not included therein.

EXECUTED and effective as of the date of the last authorized signature below.

APPROVED AS TO FORM:
ASHLEY D. DIERKER,
TAYLOR, OLSON, ADKINS,
SRALLA & ELAM, L.L.P.
Town Attorney

TOWN OF NORTHLAKE
DREW CORN

Town Administrator

By: _____
Town Attorney

By: _____
Drew Corn, Town Administrator

Date: _____

Date: _____

**NORTHLAKE ECONOMIC DEVELOPMENT
CORPORATION**

By: _____
Laura Montini, President of Board of Directors

Date: _____

**NORTHLAKE COMMUNITY DEVELOPMENT
CORPORATION**

By: _____
Jeff Mewhirter, President of Board of Directors

Date: _____

GRANTEE:

By: _____
Gentiana Raka

Date: _____

AMANO BISTRO



Project Information:

- ◆ Name of Business: Amano Bistro
- ◆ PCG category: restaurant full service
- ◆ Location: 5000 State Highway 114 140, North Lake, Texas 76262
- ◆ Use: Sit down, family restaurant run by family itself

Facility Description:

- ◆ Finish-out-space in retail center
- ◆ Size: 2,747 Square foot Endcap + Patio
- ◆ Existing Facility- Flower Mound Northwest Plaza, LLC
- ◆ Will be leased from Cary Albert

Timing:

- ◆ Application and Lease: June 2018
- ◆ Ground Breaking: SEPTEMBER 2018
- ◆ Occupancy 120
- ◆ Operation- 6 days a week from 11-10 pm

Economic Impact Data:

- ◆ Square feet of construction- 2,747
- ◆ Construction value approximately \$250,000
- ◆ Personal property value approximately \$60,000
- ◆ Annual taxable sales- striving for \$20,000 weekly, average \$1,040,000 yearly
- ◆ Number of full time employees: 4-5
- ◆ Number of employees with salary of \$50,000: 3
- ◆ Average annual salary for FTE: \$36,000

Supporting Information:

- ♦ Landlord is providing \$40 per square foot, it will require a great sum to complete the entire restaurant, we are hoping for approval of \$100,000 grant so we can finish our goal and have this place up and running by September
- ♦ Have ran and owned family businesses since 2009, currently still operating Gyros Greek Cafe located at 9570 Clifford Street Fort Worth, Texas 76108 and have been very successful. We have a large family, and everyone is capable of working with one another and we hope to succeed in this step forward that we are taking.

Memo

To: Honorable Mayor and Members of Council

From: Drew Corn, Town Administrator

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

Date: July 26, 2018

Re: Northlake Economic and Community Development Corporation Board of Directors
Status

EDC and CDC board members are appointed by the Town Council and may be removed by the Town Council with or without cause. A minimum of four members of each board must be a resident of Northlake, and members of the Town Council may serve on each board except that there is a limit of four Council members that may serve on the CDC board. In addition, there are no term limits for board members.

EDC Board of Directors (Term Expires)	CDC Board of Directors (Term Expires)
Laura Montini (May 2020) – President*	Jeff Mewhirter (May 2019) – President*
Marie Amarante (May 2019)*	Tammy Wright (May 2019) – Vice President*
Austin Jackson (May 2020)*	Dale Toon (May 2019) – Sec./Treasurer*
Linda King (May 2019)*	Andy Gibson (May 2020)*
Bill Moore (May 2019)*	Andrea Richardson (May 2020)*
David Rettig (May 2020)*	Travis Berryman (May 2020)*
Hillary Simpson (May 2020)*	Clifford Travis (May 2019)*

* denotes Northlake resident

Shirley Rogers

From: Please Do Not Click Reply <support@govoffice.com>
Sent: Monday, May 21, 2018 3:45 PM
To: Shirley Rogers
Subject: Board, Commission and Advisory Group Application (form) has been filled out on your site.

Your Site has received new information through an online form.

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

Name: Ashley Dewbre

Address: 700 Gannet Trail

City, State and Zip: Northlake, Tx 76226 **Home Phone:** [REDACTED]

Email Address: [REDACTED] **Occupation, Experience, Degrees Held?:** I graduated from Texas Woman's University with a Bachelor's in Family Studies. I obtained a 3.8 GPA. I then went on graduate from Texas Woman's University with a Master's of Arts in Teaching. I obtained a 4.0 GPA.

I am currently employed as a teacher in Lewisville ISD. I teach 1st grade. Next school year, I will be teaching in Denton ISD. I will be teaching Kindergarten. This experience in the Education field has allowed me to work closely with the different communities that I serve.

During my time in college, I also worked as an intern for Communities in Schools of North Texas. This allowed me many opportunities to view policy within Social Services and I also got to reach out to community members to help enhance student growth through providing resources to help ensure student success.

Explain why you would like to serve on this board, commission, or advisory group.: I would love the opportunity to serve on this board because I want to give back to the community that will be providing a happy place for my family to live. Working closely with the communities I have served in the past in the Education field, I feel that the community that surrounds a child is vital to the future success of a child and family. Offering opportunity for growth, economically and socially through properly executed and calculated development is important.

Northlake is a community of families. I feel that as a teacher, I have a strong foundation in understanding the needs of a community and how to go about ensuring that growth is intentional and successful with strong community values in place.

Do you have any potential conflicts of interest?: I do not have any conflicts of interest.

Explain any related experience you may have.: I have a lot of experience working with community members and excellent communication skills.

What do you feel you have to offer this group?: I feel that I am great at communicating with others and working to reach agreement and understanding.

I also feel that I have a strong understanding of community engagement and would hope that my time serving Northlake, would help bring successful growth and community support. I would love to help enhance the quality of life for all my fellow Northlake residents during my term serving this wonderful community!

This person selected the following option(s).

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

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

RECEIVED
MAY 21 2018

BY: *Shirley Rogers*

Shirley Rogers

From: Please Do Not Click Reply <support@govoffice.com>
Sent: Friday, June 15, 2018 6:50 PM
To: Shirley Rogers
Subject: Board, Commission and Advisory Group Application (form) has been filled out on your site.

Your Site has received new information through an online form.

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

Name: Tom Dudark

Address: 7701 Clover Ridge Dr

City, State and Zip: Northlake, Texas 76247 **Home Phone:** [REDACTED] **Work Phone:**

Email Address: [REDACTED]

Occupation, Experience, Degrees Held?: Currently Retired. Previous: Director of Operations BAE Systems, Director of Operations The Boeing Company.

Education: BS in Engineering

Explain why you would like to serve on this board, commission, or advisory group.: This area in particular will be experiencing continuing Growth pressure in the coming years and I believe that a smart, measured response is critical as to not overwhelm the infrastructure pace. All the while we need to keep in our minds the reason Northlake is such a great place to live; rural heritage, open space, and reasonably low taxes.

Do you have any potential conflicts of interest?: No **Explain any related experience you may have.:** As a Director of Operations I was responsible for all facets of a \$400 million dollar business that supplied avionics components for various aerospace companies. Reporting to me were Finance, Engineering, Procurement, Manufacturing, Quality, Human Resources, etc...

Additionally I moved to Mexico to startup a manufacturing facility there in support of my US based parent company. In that role I coordinated with governmental regulatory agencies on both sides of the border while growing the site to over 300 employees before retirement.

What do you feel you have to offer this group?: 1. The ability to see more than one side of an issue 2. An acute financial acumen 3. A knowledge that I don't know everything so I ask a lot of questions 4. Not jumping to conclusions until I have gathered what facts are available.

This person selected the following option(s).

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

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

Shirley Rogers

From: Please Do Not Click Reply <support@govoffice.com>
Sent: Friday, June 15, 2018 11:34 AM
To: Shirley Rogers
Subject: Board, Commission and Advisory Group Application (form) has been filled out on your site.

Your Site has received new information through an online form.

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

Name: Laura McGregor

Address: 8921 E Sam Lee Ln

City, State and Zip: Northlake TX 76262 Home Phone: [REDACTED] Work Phone:

Email Address: [REDACTED] Occupation, Experience, Degrees Held?: I am a stay at home wife and animal caregiver. Before that I held a position as a CNA and home caregiver at various homes and agencies for about 10 years. I am a Medical Assistant by training. I am currently in school for veterinary technician. My husband is Denton County chair for the Northlake precinct, and we remain politically involved on a local level.

Explain why you would like to serve on this board, commission, or advisory group.: I am very interested in protecting freedoms and interests of American citizens, and being a positive influence for doing the right thing.

Do you have any potential conflicts of interest?: No.

Explain any related experience you may have.: As I mentioned above, my husband and I stay politically active locally and on the state level. I have pretty much been a tag along with him to political functions, but I am ready to step up and be part of the action! I am familiar (from meetings and such) about how many processes happen in the political world, and comfortable with making connections with the people surrounding it.

What do you feel you have to offer this group?: God has blessed me with a very personable attitude, a good sense of humor, and a servant's heart.

This person selected the following option(s).

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

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

Shirley Rogers

From: Please Do Not Click Reply <support@govoffice.com>
Sent: Friday, June 22, 2018 12:24 PM
To: Shirley Rogers
Subject: Board, Commission and Advisory Group Application (form) has been filled out on your site.

Your Site has received new information through an online form.

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

Name: Michele Newby

Address: 7870 Vista Ridge Drive

City, State and Zip: Northlake, TX 76247 **Home Phone:** [REDACTED] **Work Phone:**

Email Address: [REDACTED]

Occupation, Experience, Degrees Held?: Retired Fire Fighter, BS in Education, served as Co Committee Woman, and Committee for County Progress.

Explain why you would like to serve on this board, commission, or advisory group.: I'm interested in serving my community and being part of the growth process.

Do you have any potential conflicts of interest?: None **Explain any related experience you may have.:** See above.

What do you feel you have to offer this group?: I have a great deal of experience in dealing with citizens and working thru the collaborative processes.

This person selected the following option(s).

-Northlake Community Development Corporation (CDC)

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

RECEIVED
JUN 22 2018
BY: AR



**TOWN OF NORTHLAKE, TEXAS
RESOLUTION 18-20**

**A RESOLUTION FOR THE APPOINTMENT OF ONE MEMBER TO THE
BOARD OF MANAGERS OF THE Denco AREA 9-1-1 DISTRICT**

WHEREAS, Section 772, Health and Safety Code, provides that two voting members of the Board of Managers of an Emergency Communications District shall be appointed jointly by all cities and towns lying wholly or partly within the District.

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

Section 1

The Town of Northlake hereby to votes to appoint _____ as a member of the Board of Managers for the Denco Area 9-1-1.

Section 2

That this resolution shall become effective immediately upon its passage and approval.

PASSED AND APPROVED this the 26th day of July, 2018

TOWN OF NORTHLAKE, TEXAS

Peter Dewing, Mayor

ATTEST:

Shirley Rogers, Town Secretary



Denco Area 9-1-1 District

1075 Princeton Street • Lewisville, TX 75067

Phone: 972-221-0911 • Fax: 972-420-0709 • DENCO.ORG

TO: Denco Area 9-1-1 District Participating Jurisdictions

FROM: Mark Payne, Executive Director *MP*

DATE: June 16, 2018

RE: Appointment to the Denco Area 9-1-1 District Board of Managers

On March 15, 2018, the Denco Area 9-1-1 District requested participating municipalities nominate a representative for potential appointment to the district's board of managers. The following nominations were received by the June 15, 2018 deadline:

Nominee
Jim Carter

Nominating Municipality
City of Highland Village
City of Lewisville
Town of Copper Canyon
Town of Hickory Creek
Town of North Lake
Town of Trophy Club

Brandon Barth

Town of Flower Mound

Linda Hapeman

City of Denton

David Terre

City of The Colony



The Denco Area 9-1-1 District requests that each participating municipality vote for one of the nominees and advise the district of its selection by 5 p.m. on September 15, 2018. Notification must come in the form of official council action. Enclosed is a sample resolution you may wish to use as well as bios or resumes of the nominees. Also enclosed for your reference, is a copy of the resolution outlining the board appointment process and a list of current board members.

Please send a copy of the resolution recording your council's action by mail to: Denco Area 9-1-1 District, 1075 Princeton Street, Lewisville, TX 75067 or fax it to 972-420-0709. You may also email your response to Andrea Zepeda, Executive Assistant at andrea.zepeda@denco.org.

Thank you for your assistance in this matter.

Enclosures

Denco Area 9-1-1 District Board of Managers FY2018

Jack Miller, Chairman

- Appointed by Denton County Commissioners Court
- Member since October 2000
- Term expires September 2018
- Former mayor and council member of Denton
- Self-employed as a human resource manager

Sue Tejml, Vice Chair

- Appointed by member cities in Denton County
- Member since 2013
- Term expires September 2019
- Mayor, Town of Copper Canyon
- Attorney at Law

Chief Terry McGrath, Secretary

- Appointed by Denton County Fire Chief's Association
- Member since October 2011
- Term expires September 2019
- Assistant Fire Chief, City of Lewisville

Jim Carter

- Appointed by member cities in Denton County
- Member since October 2014
- Term expires September 2018
- President of Emergency Services District #1
- Former Mayor of Trophy Club and Denton County Commissioner

Bill Lawrence

- Appointed by Denton County Commissioners Court
- Member since October 2006
- Term expires September 2019
- Former Mayor of Highland Village
- Businessman, Highland Village

Rob McGee

- Non-voting member appointed by largest telephone company (Verizon)
- Member since 2012
- Serves until replaced by telephone company
- Manager, Region Network Reliability, Verizon

All voting members serve two-year terms and are eligible for re-appointment.

DENCO AREA 9-1-1 DISTRICT

RESOLUTION

**DEFINING PROCEDURE FOR APPOINTMENT OF PARTICIPATING
MUNICIPALITIES' REPRESENTATIVE TO THE DISTRICT BOARD OF MANAGERS**

WHEREAS, this resolution shall take the place of Resolution 1999.02.04.R01 by the same title; and

WHEREAS, Chapter 772, Texas Health and Safety Code provides for the Denco Area 9-1-1 District Board of Managers to have "two members appointed jointly by all the participating municipalities located in whole or part of the district."; and

WHEREAS, each member serves a term of two years beginning on October 1st of the year member is appointed; and

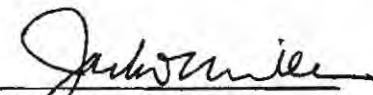
WHEREAS, one member representing participating municipalities is appointed each year.

NOW, THEREFORE BE IT RESOLVED BY THE DENCO AREA 9-1-1 DISTRICT BOARD OF MANAGERS:

The procedure for participating municipalities to appoint a representative to the Denco Area 9-1-1 District Board of Managers shall be the following:

1. **Nominate Candidate:** Prior to March 15th of each year, the executive director shall send a written notice to the mayor of each participating municipality advising that nominations are being accepted until June 15th of that same year, for one of the municipal representatives to the Denco Area 9-1-1 District Board of Managers. The notice shall advise the mayors that for a nomination to be considered, written notification of council action must be received at the Denco office prior to 5:00 p.m. on June 15th of that year. No nominations shall be considered after that time.
2. **Vote for Candidate:** On June 16th of each year, the executive director shall send written notice to the mayor of each participating municipality, providing the slate of nominees to be considered for appointment to the Denco Area 9-1-1 District Board of Managers for the term beginning October 1st. The notice shall advise the mayor that the city/town council shall vote, by resolution from such city/town, for one of the nominees. Written notice of the council's selection must be received at the district office by 5:00 p.m. on September 15th. No votes will be accepted after that time.
3. **Tally Votes:** The one nominee with the most votes received by the deadline will be the municipal representative appointed for the two-year term beginning October 1st.
4. **Tie Breaker:** If there is a tie between two candidates with the most votes, a runoff election will be held immediately with the candidate receiving the most votes serving the remainder of the term. The incumbent representative shall serve in that position until replaced.

APPROVED and ADOPTED on this 10th day of March 2016.


Chairman of the Board


Secretary of the Board

JIM CARTER

6101 Long Prairie Road, Suite 744-110 (817) 239-7791

Flower Mound, Texas 75028

jim.carter@icloud.com

EDUCATION

College Degree:

University of Georgia, B.B.A. Finance

Post Graduate:

Georgia Tech, University of Tennessee, University of Michigan,
Texas Women's University, American Management Association

PROFESSIONAL EXPERIENCE

Department Head, Finance

General Motors Corporation

Vice-President

Frito-Lay, Inc., International – Domestic Development

President, C.E.O

Mercantile Corporation

Responsible for 3 Banks, developed 2,000 prime commercial
acres in Fort Worth adjacent to I-35W

Current: Principal

James P. Carter & Associates – Consultant & Mediator

To large/small business and governmental entities

Professional Licenses

Texas Real Estate License, Certified Mediator

PUBLIC SERVICE EXPERIENCE

Mayor

Trophy Club, Texas – 14 years

Municipal Court Judge

Trophy Club, Texas – 12 years

County Commissioner

Denton County, Texas – 8 years

Vice President

Texas Association of Counties

President

Denton County Emergency Services District #1

Fire and Emergency Medical over 56 square miles

Serving 5 municipalities: (Argyle, Bartonville, Bopper
Canyon, Corral City and Northlake);

Lantana Freshwater Supply Districts #6 and #7
and rural areas of Denton County

Texas State Board Member

SAFE-D – Train firefighter, EMTs, and paramedic

Board Member Denco 911

Emergency telecommunications system that assists its
member jurisdictions in responding to police, fire and
medical emergency calls - 4 years.

COMMUNITY AND CHARITY SERVICES

Baylor Healthcare System	Trustee – 10 Years
University of North Texas	President's Council
Texas Student Housing Corp	Chairman – 20 Years, providing Residential Scholarships at UNT, A&M, UT Austin
Boy Scouts of America	Longhorn Council, District Chairman
First Baptist Church, Trophy Club	Chairman, Stewardship Committee
American Heart Association	Board of Directors
Missions to Guatemala	Bring clean water to remote villages

BUSINESS ORGANIZATIONS

North Texas Council of Governments	Transportation Board
Fort Worth Chamber of Commerce	Chairman, North Area Chamber Annual Golf Tournament Economic Development Council Governmental Affairs Committee
Texas Alliance for Growth Greater Fort Worth Area	Legislative Committee
Northeast Leadership Forum	Board of Directors, Chairman Mayors Forum, Chairman Legislative Committee
Metroport Partnership	Founding Member and Chairman
Northwest Community Partners	Founding Member, Chairman Board of Directors
Industrial Developer Association	Developer Representative

Military Service

United States Naval Reserve

Honors: Who's Who in the South and Southwest, Who's Who in U.S. Executives

Brandon Barth

PROFILE SUMMARY

Results-oriented, dependable self-starter who is knowledgeable of and experienced in media relations, customer service, safety, and hazardous materials work in a fast-paced, high-stress environment. Exhibits superior communication and multi-tasking skills with an acute attention to detail.

EDUCATION

Bachelor of Business Administration, International Business

Georgia College & State University, Milledgeville, GA, May 2007

PROFESSIONAL EXPERIENCE

Flower Mound Fire Department, Town of Flower Mound, TX

March 2014-Present

Emergency Management Officer

- Examines potential disaster events and evaluates the effect on the Town.
- Produces the Town's Emergency Operations Plan. Plans the Town's response to disasters and ensures that all entities are able to respond as outlined in the Emergency Operations Plan.
- Serves in the Town's Emergency Operation Center (EOC), if activated.
- Trains and coordinates activities in preparing for or responding to disaster situations with all Town departments, neighboring communities, schools, hospitals, and public and private agencies
- Responsible for designing, training, and evaluation of periodic exercises to test elements of emergency plan.
- Responsible for ensuring operability of outdoor warning and other Town emergency communication systems.
- Serves as liaison with community, state and federal authorities concerned with disaster planning and response.
- Serves as one of the fire department's Fire Investigators
- Maintains certification as a State of Texas Firefighter and National Registry Emergency Medical Technician
- Coordinates the fire department's Citizen Fire Academy
- Serves as a Public Information Officer

Allied International Emergency, Fort Worth, TX

September 2013-March 2014

Operations Manager

- Managed the daily operations of the company's Fort Worth/Corporate branch.
- Oversaw multiple hazardous materials and environmental remediation projects daily (500+ annually) in a rapid paced environment with multiple deadlines.
- Prepared bids and proposals to current and future customers.
- Ensured that all supplies and equipment at the facility are in a constant state of operational readiness.
- Provided response and laboratory reports to customers as well as state regulatory agencies regarding hazardous material/environmental incidents.
- Executed service agreements with new customers during an emergency response.

Brandon Barth

As a Firefighter, responsibilities include:

- Worked 24 hour shifts; responding to various types of emergency incidents including emergency medical calls, vehicle accidents, and fires.
 - Served as the acting-officer in charge; certified through the National Professional Qualifications Pro Board as a Fire Officer 1; overseeing the day-to-day tasks and emergency operations of the on-duty personnel when the shift officer was absent.
 - Served as part of the regional Hazardous Materials Team; certified through the National Professional Qualifications Pro Board as a Hazardous Materials Technician
 - Assisted in the training of firefighters; certified through the National Professional Qualifications Pro Board as a Fire Instructor 1
 - Provided fire safety demonstrations and classes to children in the local school system.
 - Wrote detailed incident reports based on the National Fire Incident Reporting System format.
 - Conducted pre-incident/safety inspections of commercial properties to assess dangers and to determine proper mitigation procedures based on building layout, hazards, and building construction.
 - Drove and operated fire apparatus to include engines, tankers, aerials, and rescue trucks.
- Recognition: Awarded Firefighter of the Year for 2008-2009.

Baldwin County Fire Rescue, Milledgeville, GA

January 2005-January 2007

Part-time/Volunteer Firefighter

While pursuing bachelor's degree, worked part-time covering shifts for full-time personnel who were on leave. Was entrusted to work alone at stations in rural parts of the county that only had one person on-duty during a shift. Maintained attendance in excess of 80% of emergency calls and training drills and responded to emergencies via notification by pager.

Linda R. Hapeman
Denton, Texas

Offering 25 Years Transportation Management Experience

Well qualified U.S. DOT certified, transportation safety and emergency management professional currently serving as Safety, Security & Training Manager for Denton County Transportation Authority Bus Operations.

Areas of strength include:

- * FTA, FHWA and OSHA Regulation
- * Worker's Compensation
- * Accident Investigation
- * ADA Policy
- * DOT Substance Abuse Program Management
- * Human Resource Requirements
- * Risk Management
- * Transit Emergency Management

Work History

Associate Staff Member
Transportation Safety Institute 2016-Current

Safety, Security & Training Manager
Transit Management of Denton County - Denton, TX 2002-Current

Safety Coordinator
El Paso Los Angeles Limousine – El Paso, TX 2001-2003

Director of Transportation
Jacksonville I.S.D. – Jacksonville, TX 2000-2001

Branch Manager
Laidlaw Inc. – McKinney, TX 1998-2000

Special Needs Coordinator
Denton I.S.D. – Denton, TX 1985-1999

Certifications
Transportation Safety & Security Profession Certification
TSSP

Education
University of North Texas
Transportation Safety Institute

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

TOWN OF NORTHLAKE, TEXAS

RESOLUTION NO. 18-21

A RESOLUTION APPROVING THE “DRAFT” DENCO AREA 9-1-1 DISTRICT FISCAL YEAR 2018 FINANCIAL PLAN, PURSUANT TO THE TEXAS HEALTH AND SAFETY CODE, CHAPTER 772, AS AMENDED; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the Town Council of the Town of Northlake has been presented the “DRAFT” DENCO Area 9-1-1 District Fiscal Year 2019 Financial Plan for consideration, in accordance with Section 772.309 Texas Health and Safety Code, as amended.

NOW, THEREFORE, THE TOWN COUNCIL OF THE TOWN OF NORTHLAKE, TEXAS, HEREBY RESOLVES:

Section I. That the Town of Northlake hereby approves the financial plan.

Section II. That this resolution shall become effective immediately from and after its passage.

PASSED AND APPROVED on this the 26th day of July, 2018

TOWN OF NORTHLAKE, TEXAS

Peter Dewing, Mayor

ATTEST:

Shirley Rogers, Town Secretary

Denco Area 9-1-1 District

Fiscal Year 2019



Financial Plan

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Denco Area 9-1-1 District

Fiscal Year 2019 Financial Plan

Section 1

Preface

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Denco Area 9-1-1 District

1075 Princeton Street ▪ Lewisville, TX 75067

Phone: 972-221-0911 ▪ Fax: 972-420-0709 ▪ Denco.ORG

To: Denco Area 9-1-1 District Participating Jurisdictions

Date: July 13, 2018

Subject: Denco Area 9-1-1 District Fiscal Year 2019 Financial Plan

The Denco Area 9-1-1 District Board of Managers, at its July 12, 2018, regular meeting, approved the "Draft" Denco Area 9-1-1 District Fiscal Year 2019 Financial Plan and authorized the District's staff to forward it to all participating jurisdictions for review and comment. On behalf of the Board, I request that your governing body review the following budget and provide us with any comments prior to August 31, 2018.

This financial plan reflects Denco's continued commitment to provide a state-of-the-art, high availability, emergency 9-1-1 system to the citizens of the district, while preserving our long term financial viability; a commitment that began 28 years ago on August 18, 1990, when the first 9-1-1 call was made in the district.

As the increasingly mobile and data-centric populace demands more interactivity with the 9-1-1 system, and with the higher cost of providing advanced technology, we are mindful of the need for a sustainable approach and have taken a long-term look at both revenue and expenses. The recommended budget maintains the quality programs our partner agencies rely upon while taking important steps to enhance the level of services we deliver to all stakeholders.

The fiscal year 2019 budget focuses on the expansion and upgrade of existing systems. Additional call-taking positions have been requested by multiple PSAPs, the co-owned and operated microwave network with Denton County will receive its first major upgrade in thirteen years, and additional cybersecurity measures will be implemented to enhance the protection provided to critical 9-1-1 systems and connected networks.

Denco is committed to providing our citizens the most technologically advanced and best managed systems and services available. Please review the attached budget and provide us with any comments, either in support of the plan as proposed, or suggestions for improvement. If you have any questions or need additional information, please do not hesitate to contact Mark Payne, our executive director, at (972) 221-0911 or by email at mark.payne@denco.org. The Denco Area 9-1-1 District Board of Managers will adopt a final 2019 budget during our regular meeting on September 13th.

The Denco Area 9-1-1 District Board of Managers and staff appreciate your support and confidence.

Jack Miller, Chairman
Board of Managers

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Denco Area 9-1-1 District

1075 Princeton Street ▪ Lewisville, TX 75067

Phone: 972-221-0911 ▪ Fax: 972-420-0709 ▪ Denco.ORG

To: Denco Area 9-1-1 District Participating Jurisdictions

Date: July 13, 2018

Subject: Denco Area 9-1-1 District Fiscal Year 2019 Financial Plan

Enclosed is a copy of the "Draft" Denco Area 9-1-1 District Fiscal Year 2019 Financial Plan for your jurisdiction's review and comment. Texas Health and Safety Code requires the District to submit the draft budget to its participating jurisdictions for a 45-day review and comment period. After the review and comment period, the District's board of managers will adopt a budget for 2019 based on the feedback received. A copy of the statute and approval policy is included in Section 5 of the draft budget.

At its July 12, 2018 regular meeting, the Denco Area 9-1-1 District Board of Managers unanimously approved the enclosed "Draft" financial plan to be submitted to its participating jurisdictions for consideration. The District requests that your jurisdiction review the proposed budget and submit comments to the Denco board prior to August 31, 2018. At its regular meeting on September 13, 2018, the Denco board will consider final approval of the 2019 Financial Plan. If the District does not receive a response from individual jurisdictions, it will assume, according to statute, that those jurisdictions support the draft budget.

Please fax responses to Denco at (972) 420-0709, email them to Carla Flowers, Director of Administration, at carla.flowers@denco.org or mail them to 1075 Princeton Street, Lewisville, Texas 75067. A PDF version of the 2019 draft financial plan can be downloaded from Denco's website at www.denco.org.

The enclosed budget includes the following sections that provide an overview of both the operations of the Denco Area 9-1-1 District and its financial position:

Section 1: Preface

This section includes memorandums from Jack Miller, Chair of the Denco Board of Managers, and me. It provides a brief summary of the District's strategic plans for fiscal year 2019 and an overview of the approval process.

Section 2: District Overview

The District overview provides a brief summary about the history of the Denco Area 9-1-1 District and its current operations. It also provides background information about the 9-1-1 system, its terminology and the benefits it provides.

Section 3: Financial Plan Summary

Section 3 includes an executive summary of the budget; providing an overview of the District's plans and their impact on its financial position. Also included is a Summary of Cost Classifications that briefly describes the expenditure categories included in the budget.

Section 4: Anticipated Revenues and Proposed Expenditures

Section 4 includes a spreadsheet that summarizes the overall budget for fiscal year 2019, followed by two worksheets that give more detail about the anticipated revenues and proposed expenditures for the year. The section also includes a five-year projection spreadsheet that depicts both the growth and decline of the District's fund balance and a graph reflecting the actual fund balance for the past five years and that projected for the next five.

Section 5: Reference Materials

The final section includes reference material that provides guidelines under which the District operates. Included are copies of resolutions defining the budget approval process, a copy of House Bill 1984 that provides the statutory requirements for budget approval and a copy of the legislation under which Denco operates.

The District is pleased to provide your jurisdiction with a copy of the "Draft" Denco Area 9-1-1 District Fiscal Year 2019 Financial Plan for consideration. The plan provides the District the financial resources necessary to meet the fiscal year 2019 requirements.

If you have any questions, need additional information or would like for me to meet with your staff or governing body, please do not hesitate to call me at (972) 221-0911 or email me at mark.payne@denco.org. I would welcome the opportunity to meet with you and discuss the enclosed budget and the operations of the Denco Area 9-1-1 District.

Thanks for your continued support of the Denco Area 9-1-1 District.



Mark Payne, Executive Director

Denco Area 9-1-1 District

Fiscal Year 2019 Financial Plan

Section 2

District Overview

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DENCO AREA 9-1-1 DISTRICT

District Overview

Formation of the Denco Area 9-1-1 District

Legislation

During its 1985 session, the 69th Texas Legislature passed Article 1432e (Section 772, Texas Health and Safety Code), Emergency Telephone Number Act, which provided for the creation, administration, expansion, funding and dissolution of emergency communication districts in certain counties in Texas. The Emergency Telephone Number Act is the legislation under which the Denco Area 9-1-1 District operates.

Purpose

Section 772.302, Texas Health and Safety Code, states the purpose of the Act to be the following:

“To establish the number 9-1-1 as the primary emergency telephone number for use by certain local governments in this state and to encourage units of local governments and combinations of those units of local government to develop and improve emergency communication procedures and facilities in a manner that will make possible the quick response to any person calling the telephone number 9-1-1 seeking police, fire, medical, rescue and other emergency services.”

Creation of Denco Area 9-1-1 District

On August 8, 1987, Denton County held a special election to confirm the creation of the Emergency Communication District of Denton County and authorize a 9-1-1 emergency service fee, not to exceed 3.0% of the base rate of the principal service supplier per month, to be charged by the District for the purpose of establishing and maintaining E9-1-1 in Denton County. By a margin of

13,086 to 3,024, the voters favored the creation of the emergency communication district. After the special election, the city and county governing bodies within Denton County passed resolutions of participation. The resolutions stated that the city or county would become a participating jurisdiction in the District pursuant to the provisions of the Emergency Telephone Number Act.

The participating jurisdictions of the District are the following:

<i>Argyle</i>	<i>Hackberry</i>	<i>Northlake</i>
<i>Aubrey</i>	<i>Hebron</i>	<i>Oak Point</i>
<i>Bartonville</i>	<i>Hickory Creek</i>	<i>Pilot Point</i>
<i>Carrollton</i>	<i>Highland Village</i>	<i>Ponder</i>
<i>Copper Canyon</i>	<i>Justin</i>	<i>Providence Village</i>
<i>Corinth</i>	<i>Krugerville</i>	<i>Roanoke</i>
<i>Cross Roads</i>	<i>Krum</i>	<i>Sanger</i>
<i>Denton</i>	<i>Lake Dallas</i>	<i>Shady Shores</i>
<i>DISH</i>	<i>Lakewood Village</i>	<i>The Colony</i>
<i>Double Oak</i>	<i>Lewisville</i>	<i>Trophy Club</i>
<i>Draper</i>	<i>Little Elm</i>	<i>Unincorporated Denton County</i>
<i>Flower Mound</i>		

On December 8, 1987, the District's board of managers ordered the levy and collection of the emergency service fee to commence with the January 1988 billing cycle. The board ordered the service fee, collected by the telephone companies, to be charged at a rate of 3.0% of the current base rate of GTE Southwest (now Frontier). In 1992, the board set the emergency service fee, for basic levels of wireline telephone service charged to customers in the district, at \$0.27 for residential customers, \$0.71 for business customers and \$1.13 for trunks.

On June 28, 1988, the board of managers named the Emergency Communications District of Denton County, Denco Area 9-1-1 District.

Organizational Structure

The board of managers is the governing body for the Denco Area 9-1-1 District. The county, participating cities and the Denton County Fire Chiefs Association appoint the board. Board members serve staggered two-year terms and are eligible for reappointment. The following members currently sit on the board of managers:

Board Member**Represents**

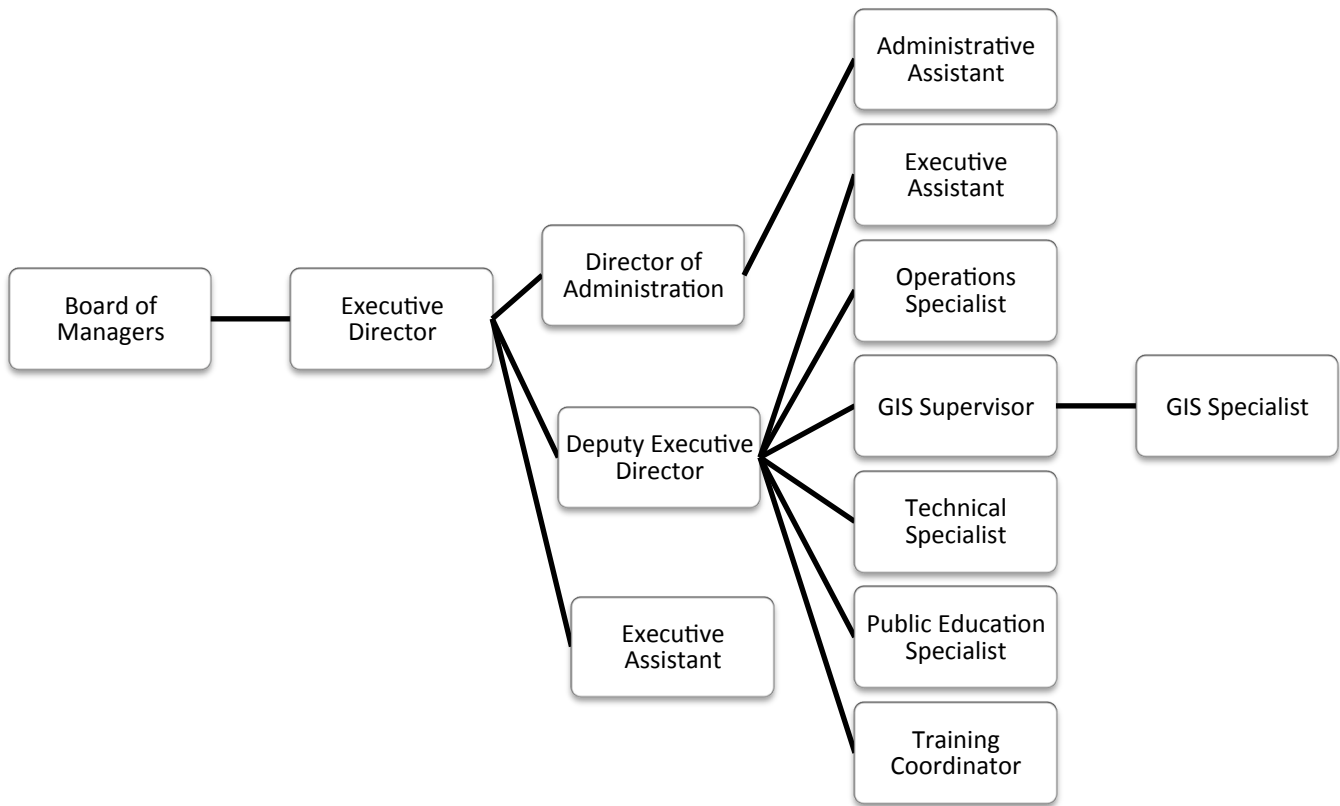
Mr. Jack Miller, Chair	Denton County Commissioners Court
Mayor Sue Tejml, Vice Chair	Participating Municipalities
Asst. Chief Terry McGrath, Secretary	Denton County Fire Chiefs' Association
Mr. Bill Lawrence	Denton County Commissioners Court
Mr. Jim Carter	Participating Municipalities
Mr. Rob McGee	Verizon Business, Advisory

The Emergency Telephone Number Act states, *"...the board shall manage, control and administer the District. The board may adopt rules for the operation of the District."* The legislation also allows the board to appoint a director of communications for the District who serves as its general manager. The director, with approval from the board, manages the services necessary to carry out the purposes of the Emergency Telephone Number Act.

The Denco Area 9-1-1 District's staff is responsible for performing all the duties that may be required for the District to accomplish its mission within the framework provided by the board. The "Draft" Denco Area 9-1-1 District Fiscal Year 2019 Financial Plan provides for fifteen full-time staff members who provide the planning, operations, and maintenance functions for the District. The organizational structure of the District includes Administration and Operational program areas that serve the 9-1-1 PSAPs and emergency service providers within the district. Operational program areas—sometimes referred to as Direct Services—include: 9-1-1 Systems, Public Education, and Training and Education Development.

Included in the organizational chart on the following page are the titles of staff members in each functional area.

Organizational Chart



Mission, Values and Goals Statement

Mission

The mission of the Denco Area 9-1-1 District is to provide an efficient, effective enhanced 9-1-1 emergency telecommunications system that assists its member jurisdictions in response to police, fire and medical emergency calls.

Values

The Denco Area 9-1-1 District pledges to uphold the following values:

Value 1: The control of District operations is the responsibility of member jurisdictions and the board of managers.

Value 2: The District will provide the most reliable, efficient, cost-effective and proven technologies within available resources.

Goals

The Denco Area 9-1-1 District has the following goals that support its endeavor to carry out its mission.

Goal 1: To represent the interests of member jurisdictions, emergency service providers and end users by establishing and providing the means for the Denco Area 9-1-1 District to accomplish its mission, values, goals and objectives.

Goal 2: To manage the Denco Area 9-1-1 District in an objective, efficient, effective and responsive manner.

Goal 3: To increase public awareness of 9-1-1 issues and promote the proper use of the 9-1-1 system.

Goal 4: To provide training programs which enable Public Safety Answering Point (PSAP) personnel to effectively process 9-1-1 calls.

Goal 5: To provide and maintain advanced, effective 9-1-1 Systems that are compatible with changing communication technologies.

Goal 6: To assure that 9-1-1 calls, from all sources, are routed properly to PSAPs and that PSAPs have the most accurate, reliable, and useable data at all times.

Designated Core Competencies

The Denco Area 9-1-1 District has identified the following core competencies as a means for measuring its efficiency, effectiveness and overall performance.

Integrity/Honesty

Instills mutual trust and confidence; creates a culture that fosters high standards of ethics; behaves in a fair and ethical manner toward others, and demonstrates a sense of corporate responsibility and commitment to public service.

Responsive Customer Service

Balancing interests of a variety of clients; readily readjusts priorities to respond to pressing and changing client demands. Anticipates and meets the needs of clients; achieves quality end products; is committed to continuous improvement of services.

Team Work

Encourages and facilitates cooperation within the organization and with customer groups; fosters commitment, team spirit, pride, and trust. Develops leadership in others through coaching, mentoring, rewarding, and guiding employees. Actively participates in healthy debate and discussion sharing personal points of view and rational for individual thinking; once decision has been made, openly supports and owns the majority decision as if it were his or her own; doesn't undermine or second guess majority decision after the fact.

Flexibility

Open to change and new information; adapts behavior and work methods in response to new information, changing conditions or unexpected obstacles. Adjusts rapidly to new situations warranting attention and resolution.

Decisiveness

Exercises good judgment by making sound and well informed decisions; perceives the impact and implications of decisions; makes effective and timely decisions, even when data is limited or solutions produce unpleasant consequences; is proactive and achievement oriented.

Background Information

What is E9-1-1?

Enhanced Nine-One-One (E9-1-1) is a single, easy-to-remember number used when reporting emergencies to fire, police and emergency medical service providers. The E9-1-1 system, operational in the Denco Area 9-1-1 District, is designed to automatically route any 9-1-1 call, placed from a telephone instrument (including wireless and Internet) within the District's geographical boundaries, to the proper public safety answering point (PSAP) responsible for dispatching emergency services to the caller. (At the current time, there are limitations to both wireless and Internet location technologies.)

Benefits of E9-1-1

The E9-1-1 system has enhanced the ability of emergency service providers to save the lives and property of citizens in the Denco Area 9-1-1 District. Some of the direct benefits of the emergency communication system provided by Denco are the following:

- Only one three-digit number to remember in an emergency situation.
- The 9-1-1 call is routed to the proper agency responsible for dispatching help to the caller.
- Trained telecommunicators answer 9-1-1 calls. (In the Denco Area 9-1-1 District, telecommunicators are trained to provide emergency medical dispatch, thus reducing response time for medical emergencies.)
- Telecommunicators have the equipment and training necessary to communicate with hearing/speech impaired callers using TTY equipment as well as via text messages to 9-1-1.
- The caller's name, address and telephone number, as well as the proper fire, police and emergency medical service designated to respond to the caller's address, is automatically provided to the telecommunicator; thus reducing total response time. In the event the caller is unable to speak, the telecommunicator has the ability to dispatch help to the caller's location that is provided by the E9-1-1 system.
- All PSAPs in the Denco Area 9-1-1 District are part of a common network, allowing each to transfer calls, conference multiple PSAPs and/or share information within a closed system.
- ANI/ALI information provides a means to control and reduce prank calls.

- The public education programs associated with E9-1-1 promote citizen awareness and involvement with emergency service providers.
- The E9-1-1 system enhances local government's ability to address the ever growing public expectation of emergency services created by the technology vendors, the media and popular television programming.
- The E9-1-1 system is designed to allow PSAPs the ability to directly transfer a caller to another public safety agency or poison control center.
- The E9-1-1 system will identify calls from wireless and Internet phones, advising the telecommunicator to ask proper questions to determine the location of the emergency. Phase I provides the caller's telephone number so that the telecommunicator has the ability to reconnect if the call is terminated. Phase II provides additional location information to telecommunicators. Location information for Internet phones (VoIP) is typically entered by the subscriber through a website.
- The system has the ability to identify telephone companies serving 9-1-1 callers, thus streamlining the process.

Glossary of Terms

9-1-1 (Nine-One-One). A designated easy-to-remember, easy-to-call, three-digit emergency telephone number developed to provide citizens with a reliable, fast and convenient way to access fire, police, or medical service in the event of an emergency.

ANI (Automatic Number Identification). ANI is the feature that provides the caller's telephone number on a console at the PSAP.

ALI (Automatic Location Identification). ALI provides the caller's name and address on a computer monitor at the PSAP along with the name of the correct police, fire and emergency medical services designated to respond to the caller's location. Callers should always know their location in the event the ALI information is not available because of limited technology.

Database. The 9-1-1 Database is the information accompanying a 9-1-1 call at the PSAP. The information provided is the caller's name, address and telephone number, as well as the emergency service providers designated to respond to the caller's address. The database information is not always available from wireless and VoIP callers.

E9-1-1 (Enhanced 9-1-1). The system that is operational in Denton County providing SR, ANI and ALI (defined below).

ESInet (Emergency Services IP Network). An ESInet is a managed IP network that is used for emergency services communications, and which can be shared by all public safety agencies. It provides the IP transport infrastructure upon which independent application platforms and core functional processes can be deployed, including, but not restricted to, those necessary for providing NG9-1-1 services. ESInets may be constructed from a mix of dedicated and shared facilities. ESInets may be interconnected at local, regional, state, federal, national and international levels to form an IP-based inter-network (network of networks).

GIS (Geographic Information Systems). The technology used to develop and display the mapped data used to locate 9-1-1 callers.

i3 or i3 PSAP (See also NG9-1-1). NENA's Detailed Functional and Interface Standard for NG9-1-1 (i3), which describes a PSAP that is capable of receiving IP-based signaling for delivery of emergency calls and for originating calls and is conformant to NENA specifications for such PSAPs.

IWS (Integrated Workstation). The computerized 9-1-1 answering equipment provided by Denco that gives telecommunicators, in addition to the 9-1-1 function, additional tools such as computer-aided dispatch, paging, mapping and radio communications. Denco has 77 integrated call-taking workstations at its ten (10) operational and two (2) backup PSAPs.

NG9-1-1 (Next Generation 9-1-1). NG9-1-1 is an Internet Protocol (IP) based system comprised of managed Emergency Services IP networks (ESInets), functional elements (applications), and databases that replicate traditional E9-1-1 features and functions and provides additional capabilities. NG9-1-1 is designed to provide access to emergency services from all connected communications sources, and provide multimedia data capabilities for Public Safety Answering Points (PSAPs) and other emergency service organizations. Denco migrated to NG9-1-1 in April 2014.

Phase I. Wireless Phase I Enhanced 9-1-1 is the Federal Communication Commission (FCC) mandate to the wireless telephone industry and to 9-1-1 requiring the routing of wireless 9-1-1 calls to appropriate PSAPs and the provision of the callers' ANI to the telecommunicators.

Phase II. Phase II provides the approximate geographic location of wireless callers, in addition to the FCC's Phase I enhancements.

PSAP (Public Safety Answering Point). The location of the equipment used to answer 9-1-1 emergency calls. The following are the twelve (12) PSAPs that are currently capable of answering 9-1-1 calls in the Denco Area 9-1-1 District:

- City of Denton Police Department
- Denton County Sheriff's Office
- Town of Flower Mound Police Department
- City of Highland Village Police Department
- City of Lewisville Police Department
- North Texas Emergency Communications Center (Carrollton)
- City of Roanoke Police Department
- City of The Colony Police Department
- University of North Texas Police
- Texas Woman's University Police
- Host A Backup PSAP
- Host B Backup PSAP and Training Center

Public Safety Telecommunicator. The individual answering the 9-1-1 calls; trained to communicate with persons seeking emergency assistance and with agencies and individuals providing such assistance.

SR (Selective Routing). Selective Routing provides automatic routing of 9-1-1 calls, based on the caller's location, to the appropriate PSAP. The caller is not required to determine which public safety agency to call. Callers using wireless or VoIP telephones should know their location because the routing technology is not as accurate for these services.

Denco Area 9-1-1 District

Fiscal Year 2019 Financial Plan

Section 3

Financial Plan Summary

Summary of Cost Classifications

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DENCO AREA 9-1-1 DISTRICT

Fiscal Year 2019 Financial Plan Summary

The 2019 Financial Plan for the Denco Area 9-1-1 District provides funding for the continued delivery of high-quality services that the citizens and PSAPs in the Denco district have come to rely upon for the past 28 years. Those trusted services include: the support of all elements of the 9-1-1 system (e.g. database, routing, network and equipment) throughout the district; addressing and mapping services; public education and training services; participation in standards development; and the continuing legislative and regulatory advocacy services that Denco provides in Austin and Washington D.C. In addition to these ongoing services, the District is continually updating its strategic plans to focus on providing the most efficient and effective services available within its financial resources.

Financial Plan Overview

Section 4 of the Denco Area 9-1-1 District Fiscal Year 2019 Financial Plan provides the following spreadsheets that summarize the budget: “Summary of Anticipated Revenues and Proposed Expenditures”; “Anticipated Revenues, Proposed Expenditures”; and “Five Year Projections”. Also provided, following the spreadsheets is a graph that depicts the Cash Fund Balance (Assigned and Unassigned). It provides a picture of the actual change in fund balance from fiscal year 2011 through estimated 2018, and projections through 2023.

Denco has no means of issuing debt, so it prides itself in being fiscally responsible by planning and saving to meet future funding requirements. Recent planning and service fee adjustments ensure Denco’s financial stability into the future by projecting resources necessary to provide enhanced mission critical services.

Summary of Anticipated Revenues and Proposed Expenditures

The summary spreadsheet provides information about the financial position of the District at the beginning of fiscal year 2019, its projected revenues and expenditures for the year, and the financial position at the end of the year.

The Beginning of Year Fund Balance for fiscal year 2019 represents the total cash and invested funds balance estimated at the end of the current fiscal year. The End of Year Total Fund Balance at the end of fiscal year 2019 is anticipated to be \$946,576. This marks the start of another saving cycle, as Denco rebuilds its operations reserve and capital project fund balance. As a reminder, Denco does not issue debt, so the restoration of a fund balance sufficient to fund future projects is critical to system and service enhancements.

Revenues

As required by statute, the board annually sets the wireline 9-1-1 service fee rate to meet current and future financial needs. The wireline service fees for fiscal year 2019 are set to 3% of the current tariff base rate, as originally established by voters in 1988. That rate results in fees of \$0.93 for residential and \$1.13 for business wireline users (per access line).

Total revenues anticipated for fiscal year 2019 are \$6,303,160 with 98.8% being derived from 9-1-1 service fee revenue. This is roughly \$360,000 more than anticipated for fiscal year 2018, due to the assessment of the 3% service fee and continued growth in Denton County. The wireless service fee growth rate is projected to be 2.0%, which is slightly lower than last year's 2.5%. Estimated interest earned on investments is projected to be significantly less, at \$16,000, as the substantial fund balance needed for the construction of the Annex will be drawn down to less than \$700,000 by the end of fiscal year 2018.

The following summarizes assumptions utilized in forecasting fiscal year 2019 revenues:

Service Fee Revenue Assumptions

- Incumbent Local Exchange Carriers (i.e. Frontier, AT&T, and CenturyLink) access lines will continue to decline, but due to resetting the service fees and continued population and business growth in the county, overall revenue will increase.
- All Voice over IP (VoIP) service providers currently remitting \$0.50 per access line will begin remitting the service fee appropriate for the type of use (i.e. residential or business) for the access line.
- Wireless 9-1-1 service fee revenues will continue to grow at approximately 2.0% at the \$0.50 rate established by the State.

Non-Service Fee Revenue Assumptions

- Denco will continue to charge a nominal fee to training program participants from outside the district. Fiscal year 2019, training program revenue will remain steady at \$25,000.
- The North Texas Emergency Communications Center will continue to fund additional GIS coordination services for their stakeholders at \$15,000.
- Denco and Denton County have a long-standing agreement for Denco staff to coordinate the issuance of addresses in unincorporated Denton County. This agreement will be continued at the previously established rate of \$20,000 per year.

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Expenditures

The total expenditures proposed in the fiscal year 2019 financial plan reflect a \$2,628,859 reduction in spending when compared to the budgeted expenditures for fiscal year 2018.

Note that the FY2018 Estimated Capital Projects amount reflects the use of the previously approved, but unspent, \$829,475 from FY2017 Capital Projects line item for the construction of the Annex facility. Since Denco does not issue debt and therefore does not maintain a separate fund account for capital projects, the timing of construction project progress, and related payments, can shift approved capital funding into subsequent fiscal years.

Personnel

Total personnel expenditures proposed in 2019 is \$1,558,089, or 25.8% of the total budget, representing an increase in this budget section of \$54,470 when compared with the estimated fiscal year 2018 budget.

The Salaries line item reflects a 3.3% increase for market-based adjustments based on the results of a compensation study performed by WINGS HR, Inc. An additional 3.0% is included for potential merit-based pay increases and for the implementation of a skills-based (certification) pay program.

Total benefit expenditures proposed in fiscal year 2019 are \$18,465 less than estimated in the current fiscal budget, representing 27% of the total personnel budget.

Health insurance premiums will remain relatively flat for fiscal year 2019. The TCDRS required contribution rate will be 5.7% of salary for the first three months of fiscal year 2019 and will increase in January 2019 to 5.88%; however, this represents a decrease of \$21,649 when compared to fiscal year 2018, where the elected contribution rate was 16% of the salary item for the first three months of the fiscal year. Denco's retirement pension through TCDRS is over 100% funded. For that reason, the elected higher contribution rate is no longer warranted at this time.

Administration

The total administration expenditures proposed for fiscal year 2019 is \$326,393 or 5.4% of the total budgeted expenditures. Proposed spending is \$34,394 less than estimated fiscal year 2018 spending.

Direct Services

Direct Services expenditures are the core mission of the District and include 9-1-1 technical and operational elements, Geographic Information Systems and database, the training program, public education, and supporting capital projects. These services account for 68.8% of the fiscal year 2019 budget.

Technical Services

Technical services is Denco's most mission critical activity; simply defined, as keeping the 9-1-1 system operational. Technical services monitors and maintains network reliability and performance; software functionality, hardware preventive maintenance, repair, and a number of other activities such as facility, user, and dial plan maintenance. The major project priority in fiscal year 2019 will be completion of transitional activities to bring the Denco Annex to fully operational status to enhance system survivability. The proposed budget includes the first full-year operational costs of the new Annex.

The proposed budget includes Denco's share of a major technology upgrade of the Denco/Denton County microwave system. The outdated equipment supporting the decade old system will place increased risk on system operational reliability unless proactive investments are funded. The technology enhancement is necessary to ensure the continued reliability of this important public safety infrastructure. The budgetary estimate totals \$1,904,638 resulting in a contribution of \$952,319 from Denco Area 9-1-1 District and Denton County. Denton County has indicated intent to authorize its share in the fiscal year 2019 County budget, which begins October 1, 2018.

Cybersecurity continues to be a high priority for Denco's technical team. The security and reliability of the 9-1-1 system and related networks are crucial to public safety in the district. There are both financial and terroristic motives to disrupting essential public safety services and with this growing threat, Denco staff must remain vigilant by constantly monitoring changing threats and vulnerabilities. The proposed budget includes expenditures to enhance security of Denco's 9-1-1 and administrative networks.

The fiscal year 2019 budget includes equipment and software to expand the number of workstations at several PSAPs. The Denton County Sheriff's Office requests the addition of three workstations to coincide with the renovation of the PSAP. The Flower Mound Police Department and Denton Police Department are considering expansion plans and the Roanoke Police Department is considering integration of its administrative phone system with the

Vesta 9-1-1 system, an approach taken by most of the PSAPs in the district. The budget proposal includes the cost of supporting these partner agency requests.

Denco has completed connection of its Lab PSAP to the IP selective router as a stand-alone 9-1-1 system. This significant enhancement permits troubleshooting and testing in a duplicate 9-1-1 system that is not connected to the live public safety system. Denco can fully test new software and configurations “end-to-end” without affecting the live system, in addition to performing competitive testing of NENA i3 (NG9-1-1) core and ancillary elements. The fiscal year 2019 budget includes ongoing costs of operating the Denco Lab.

The Fiscal Year 2019 budget includes two consulting engagements to analyze opportunities to leverage the Denco Annex to support partner jurisdictions. The Annex includes space for a fully functional Network and Security Operations Center (NSOC). The next phase of the implementation process is to engage technical consulting expertise to assist identification of resources, management plans and costs associated with the Denco vision for the NSOC. The NSOC is expected to provide the services defined by industry best practice for the network, systems and applications. These services include:

- Fault Management (includes Help Desk)—Detect, isolate, notify and correct faults.
- Configuration Management—Configuration of network devices, servers and applications such as configuration file management, inventory management, and software management.
- Performance Management—Monitor and measure various aspects of performance. Available bandwidth, server utilization, database performance and application performance may be included. The goal is to maintain performance at an agreed to level (e.g., via a Service Level Agreement).
- Security Management—Provide access to those authorized. Establish preventative measures, monitor and react to threats.
- Accounting—Gather usage statistics, which may be used for billing or reporting.

The Tarrant County 9-1-1 District, North Central Texas Council of Governments 9-1-1 Program and select members of the Municipal Emergency

Communications Districts Association have expressed interest in participating in a regional NSOC operated from Denco's Annex facility. The consulting engagement will provide the details necessary for intergovernmental discussions relative to operation and cost-sharing.

The second consulting engagement would obtain technical information from each of the PSAP jurisdictions relative to Computer Aided Dispatching (CAD) and public safety radio in order to further continuity of operations plans. The acquired technical information will be analyzed to determine the most operationally and cost efficient methods of integrating CAD and radio with the 9-1-1 back-up PSAP at the Annex.

The fiscal year 2019 budget includes replacement of the server used for storing all call detail records and generating analytic reports on the 9-1-1 network. The current server was purchased in 2010 and is obsolete. Denco is unable to implement software upgrades until the server is replaced.

Geographic Information System Services

The Denco Geographic Information Systems (GIS) staff creates highly accurate location data for the visual display of emergency caller location in the 9-1-1 centers and, in some agencies, for use in routing emergency responders to the scene of an incident.

Extensive work continues to enhance GIS data to an accuracy level that will support spatial routing of 9-1-1 calls. As the industry moves closer toward full implementation of NG9-1-1 and the eventual routing of 9-1-1 calls based on the location coordinates, GIS data shifts from an ancillary to primary role. Each month, Denco analyzes the accuracy of GIS data to identify all discrepancies and determine an overall accuracy score. As none of the datasets is static in nature, they will never yield a combined 100% synchronization or accuracy rate. Denco's goal is to maintain the datasets as close to 100% synchronization as possible. The National Emergency Number Association recommends a minimum accuracy of 98% prior to using GIS data for NG9-1-1 routing.

During fiscal year 2018, Denco implemented GIS Data Hub® to provide a quicker and easier process for local jurisdictions to submit GIS updates. All submitted GIS data undergoes automated quality checks and is then aggregated with Denco GIS data. The proposed budget includes the cost for Denco and all participating entities to use GIS Data Hub® for exchange of GIS information.

The above datasets are combined with aerial photography and Pictometry data from independent sources to provide a full complement of tools to the 9-1-1 telecommunicator. The proposed budget includes continued software maintenance, consulting assistance, Pictometry/orthophotography and professional staff development.

Denco has 2,149 wireless carrier sectors in the district. As growth continues and new wireless towers are added, initial routing decisions can become obsolete. GIS staff recently implemented an audit process to validate routing accuracy of each sector. Enhanced analytical reporting and staff analysis will be required to further streamline the routing audit process. The proposed budget includes funds for custom report development through Vesta Solutions to support the wireless routing audit function.

Denco continues its rural addressing function for unincorporated Denton County. In early 2018, Denco obtained an unmanned aerial system (UAS) or drone for use in GIS activities. The UAS is used when an aerial overview of property is needed to accurately assess addressing. The device is especially helpful when property changes have been made since the last aerial imagery or more detail is needed to complete the addressing analysis. The proposed budget includes funds to support the maintenance and operation of the UAS.

PSAP Support Services

The Operations Support program area consists of services to partner jurisdictions that enhance the ability to respond to calls for emergency assistance including support of the Emergency Medical Dispatching activities, recruitment and pre-employment testing, licensure testing, and analytics support.

Denco continues to provide support for training and maintenance of the emergency medical dispatch (EMD) program. The proposed budget includes continuation of EMD training programs and expansion of the quality assurance support provided to each agency.

Denco retains its status as a designated testing facility for the Texas Commission on Law Enforcement. As a testing facility, Denco administers licensing examinations for police officers, telecommunicators and jailers.

The proposed budget includes costs associated with continued staff development in the use of the Vesta analytics product along with custom report development. PSAPs in the district request statistical reports from Denco on a regular basis.

Several years ago, Denco began assisting agencies with recruiting activities to supplement the long-standing pre-employment testing support. Response to the program has been very positive and the proposed budget includes continuation of all recruiting and testing programs.

Training Services

The proposed fiscal year 2019 budget continues a very robust, state sanctioned and nationally accredited 9-1-1 training program utilizing resources of both staff and contract instructors. The training academy offers high quality basic, intermediate and advanced training programs to public safety personnel along with specialized training for Fire, EMD and supervisor/managers. Training contact hours have continued to increase each year, surpassing 15,000 contact hours in 2018.

In 2018, Denco offered 141 courses, including the Basic Telecommunicator course six times. EMD certification courses scheduled bi-monthly and Life on the Line, an orientation course required of all new telecommunicators, is offered monthly.

In 2018, based on the comprehensive training needs analysis, new training topics include:

- Addressing for NG911
- Lessons in Leadership
- Dealing with Suicidal Callers
- Handling Hazardous Materials Incidents
- Mass Casualty Incidents
- Advanced Communications Training Officer
- Verbal Judo
- Front Desk Safety and Security
- Preventing Telecommunicator Tunnel Vision

The proposed budget continues the practice of an annual training needs analysis.

Annually, Denco conducts a competitive scholarship process in the name of former board member, Dr. Alan Groff. The Groff Scholarship provides

resources for two telecommunications to attend the Priority Dispatch Navigator conference to enhance their EMD training. Denco also provides support for telecommunications to attend the Texas Public Safety (APCO/NENA) conference.

The fiscal year 2019 budget includes replacement of overhead data projectors in each of the training/meeting rooms. Each of the current projectors have reached the anticipated life expectancy and no longer perform well.

Public Education Services

The Denco Public Education and Outreach program educates the public and public officials about the district's 9-1-1 system. Denco has long believed that "an informed caller leads to a more successful 9-1-1 call." The public education and outreach staff engage citizens through a number of strategic approaches, which together constitute the integrated education and outreach program.

Denco has developed a variety of educational materials to educate the public on specific 9-1-1 related topics and materials directed to specific audiences. Materials are distributed to citizens at public events, fairs and festivals and are provided to local partner agencies for distribution. Educational materials are placed in governmental lobby brochure racks and many other public facilities. The annual budget includes the cost of continually updating and revising materials to reflect the most recent, relevant information to citizens in the district, in addition to production/printing costs.

Over the past several years, Denco has expanded the number and scope of its participation in public events. During calendar year 2017, Denco staff attended 66 events to interact with the public, distributed educational and promotional information and answered citizen's question about the 9-1-1 system. A highlight is Denco's annual participation in the Denton County Fair and Rodeo spanning a total of 60 hours over 9 days each August.

Last year, Denco secured two public education kiosks in the district enabling a continuous presence at Golden Triangle Mall in Denton and Music City Mall in Lewisville. These carts include signage, flyers and photographs to promote 9-1-1 and educate the public. Denco's public education specialist splits time between the two locations to interact with citizens.

For more than 25 years, Denco has coordinated an end of school year safety campaign to provide a specific safety message to elementary school

students. The number of students participating in the program has grown to more than 60,000 students in 137 different schools.

Denco continues its partnership with the Lewisville Fire Department “Life and Fire Safety” clown program. Each year, Denco contributes educational messaging incorporated into school presentations. Fire clowns visit schools and perform safety skits to reinforce the message. A leave behind promotional item further strengthens the lesson.

As a hybrid activity with Denco’s telecommunicator recruiting efforts, the public education specialist delivers multiple career day presentations throughout the school year to educate students on the career opportunities in the public safety communications arena.

Recently, Denco achieved “licensed training provider” status with the American Red Cross and offers several babysitter certification training courses with the philosophy of educating young caregivers to not only understand how to report emergencies – but to prevent emergencies from occurring.

Denco conducts both paid and earned media campaigns to educate the public. Media campaigns are conducted locally on jurisdiction specific information such as texting and with regional partners in metropolitan-wide broadcast media activities. During fiscal year 2018, Denco conducted several campaigns in various formats including cable television, newspapers, theaters, billboards and through a feature article in the “Living” magazine. Earned media strategy includes periodic recognition of 9-1-1 heroes.

For many years, Denco has participated with the other 9-1-1 agencies in the Dallas/Ft. Worth media market to share resources messages that cross-jurisdictional boundaries. The campaigns use television, radio and outdoor or billboard advertising. The proposed fiscal year 2019 budget continues participation in the regional program.

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Five-Year Projections

The Five Year Projections spreadsheet in “Section 4,” along with the graph that follows it, depicts the long-term financial position and stability of the Denco Area 9-1-1 District.

Summary of Significant Projections

The multi-year projections identify the cost associated with ongoing operations and significant one-time investments in the near future. Expenses included, continue existing programs and activities and do not include an inflationary factor. The specific, one-time costs are projected for the next four fiscal years, as follows:

Fiscal Year 2020

- Expansion of NG9-1-1 network bandwidth to support additional data needs for new mapping and third party information clearinghouses
- Transition of PSAP mapping platform to ESRI based format
- 9-1-1 equipment refresh for NG9-1-1 call processing equipment
- Renewal of Airbus software support for PSAP workstation software and transition of managed services to annualized expense

Fiscal Year 2021

- Implementation of Location Validation Function (LVF) services for enhanced NG9-1-1 location validation of consumer-provided location information.
- Implementation of Emergency Call Routing Function (ECRF) for enhanced NG9-1-1 call routing based on location data for all types of devices

Fiscal Year 2023

- Purchase of a customized public education vehicle to support citizen engagement.

Explanation of Fund Balance Movement

When looking at the *Cash Fund Balance (Assigned and Unassigned)* graph at the end of Section 4, the following will be helpful in its interpretation:

Beginning in fiscal year 2011, through 2014, the District drew upon its fund balance to upgrade all software, hardware, and procure NG9-1-1 related services.

In fiscal year 2016, the Denco 9-1-1 Annex project began with building programming and architectural design services, continuing into construction through fiscal year 2018, utilizing assigned funds over both fiscal 2017 and 2018 budgets. Estimated fund balance for fiscal year 2018 is \$718,347.

Fiscal year 2018 through projected fiscal year 2023, reflects another saving cycle for the fund balance. This time for the anticipated, but yet to be fully determined, costs of implementing NG9-1-1 Core Services and enhanced location data services under the NENA i3 standards specifications. Vendors and service providers are just now forming pricing models and testing the market for pricing acceptance.

Additional reserve funding will be needed in the future for the establishment of Network and Security Operations Center (NSOC) services. Recognizing that cybersecurity is a growing concern for both private and public networks and information systems, Denco understands its crucial role as the 9-1-1 system authority, to secure and protect the critical communications link between the public and public safety response services. Subsequent fiscal years will have an impact on the capital fund balance as the strategic plan to operate part or all of a Network Security Operations Center (NSOC) is implemented.

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Denco Area 9-1-1 District

Fiscal Year 2019 Financial Plan

Section 4

Anticipated Revenues

Proposed Expenditures

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DENCO AREA 9-1-1 DISTRICT FINANCIAL PLAN

Summary of Anticipated Revenues and Proposed Expenditures Fiscal Year 2019

	Proposed	Percent of Budget
Beginning of Year Estimated Fund Balance	\$ 718,347	
Anticipated Revenues		
9-1-1 Service Fee Revenue	\$ 6,227,160	98.8%
Interest Revenue	\$ 16,000	0.3%
Contract Services Revenue	\$ 20,000	0.3%
Miscellaneous Revenue (Expense)	<u>\$ 40,000</u>	0.6%
Total Anticipated Revenues	\$ 6,303,160	100.0%
Proposed Expenditures		
Personnel	\$ 1,558,089	25.6%
Administration	\$ 326,393	5.4%
Direct Services	\$ 4,190,450	69.0%
Capital Projects	<u>\$ -</u>	0.0%
Total Proposed Expenditures	\$ 6,074,932	100.0%
Increase (Decrease) in Fund Balance	\$ 228,228	
End of Year Estimated Fund Balance	<u>\$ 946,575</u>	

DENCO AREA 9-1-1 DISTRICT FINANCIAL PLAN

Anticipated Revenues

Fiscal Year 2019

	Percent of Proposed Total Revenue
Wireline Service Fee Revenue	
Frontier	\$ 675,000 10.7%
AT&T	\$ 209,500 3.3%
CenturyLink	\$ 76,000 1.2%
Other Local Exchange Carriers (CLECs)	<u>\$ 1,382,500</u> 21.9%
Net Wireline Service Fee Revenue	\$ 2,343,000 37.2%
Wireless Service Fee Revenue	<u>\$ 3,884,160</u> 61.6%
Total Service Fee Revenue	\$ 6,227,160 98.8%
Non-Service Fee Revenue	
Interest Revenue	\$ 16,000 0.3%
Contract Service Revenue	\$ 20,000 0.3%
Miscellaneous Revenue (Expenses)	<u>\$ 40,000</u> 0.6%
Total Non-Service Fee Revenue	\$ 76,000 1.2%
Total Anticipated Revenues	<u>\$ 6,303,160</u> 100.0%

DENCO AREA 9-1-1 DISTRICT FINANCIAL PLAN

Proposed Expenditures Fiscal Year 2018

	Proposed	Percent of Budget
Personnel		
Salaries	\$ 1,134,594	18.7%
Benefits	\$ 423,495	7.0%
Total Personnel	\$ 1,558,089	25.6%
Administration		
Office Expenses	\$ 48,100	0.8%
Contract Services	\$ 123,218	2.0%
Facilities	\$ 104,500	1.7%
Memberships/Subscriptions	\$ 7,950	0.1%
Professional Development	\$ 14,900	0.2%
Travel	\$ 27,725	0.5%
Total Administration	\$ 326,393	5.4%
Direct Services		
Operations	\$ 923,750	15.2%
Network Services	\$ 1,976,500	32.5%
Equipment	\$ 1,218,000	20.0%
Facilities — Annex	\$ 72,200	1.2%
Total Direct Services	\$ 4,190,450	69.0%
Capital Projects Expenditures	\$ -	0.0%
Total Proposed Expenditures	\$ 6,074,932	100.0%

Memo

To: Honorable Mayor and Town Council

From: Drew Corn, Town Administrator

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

Date: July 26, 2018

Re: Upper Trinity Regional Water District Board of Directors Northlake Appointment

The Town of Northlake was a founding member of the Upper Trinity Regional Water District (UTRWD) from November 1990 to March 4, 1993. 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.

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). The Town's minimum demand is now 2.0 MGD. 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. This route was originally contemplated in the 2002 future service agreement mentioned earlier.

In November 2017, Northlake requested to rejoin the UTRWD board of directors and be a part of the governance of this crucially important regional water provider. At their December meeting, the UTRWD board agreed to restore Northlake to membership status. On June 7, 2018, both parties finalized the participating member contract.

Mayor Dewing recommends Lyle Drescher to serve as Northlake's representative on the board of directors. Lyle is a retired city manager who has served in numerous communities in Texas and Kansas. Lyle has previously served on the Upper Trinity board representing the Town of Argyle. Lyle has been instrumental in delivering large regional utility projects to the area. Lyle is still very involved in the area serving as the past-president to the Champions Rotary Club and working part-time for State Representative Lynn Stucky, House District 64.

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

LYLE H. DRESHER

Municipal Management Consultant

5909 Tawakoni Drive

Argyle, TX 76226

Phone: 940.464.4264

940.297.5686 (c)

lyledresher@verizon.net

OBJECTIVE: To provide municipal management or a related services, using my extensive training and municipal management experience in providing policy direction to elected and appointed municipal officials and the development community.

QUALIFICATIONS

Over forty (40) years of dedicated, professional management experience in city management, including extensive knowledge of all municipal operations; providing policy direction to and visioning for, elected and appointed officials; extensive economic development experience with proven success of increasing tax base and taxable retail sales; working knowledge of local, regional and state issues affecting local governments; and the ability and character to interact with, and become a significant participant in, the community, community activities or private sector employer.

EDUCATION

1968	Bachelor of Science in Business Administration, Kansas State Teachers College, Emporia, KS
1974	Master of Science in Business Administration, Emporia State University, Emporia, KS

PROFESSIONAL EXPERIENCE

2017-Present District Liaison, TX House of Representatives, District 64

- Operates District 64 local office, provides communication link between the District 64 Representative and constituents, monitor local and state legislation affecting the District and State, and represent the Representative as directed.

2014-2017 Town Administrator, Town of Westover Hills, TX

- Performed all duties of the Town Administrator as directed by the Mayor and Town Council, including but not limited to the preparation and administration of the annual budget and providing general administrative direction to all operating departments.

2013-2014 Municipal Management Consulting Services, Argyle, TX

- Provided general municipal-related consulting services to both public and private sectors, including but not limited to management, land planning, property development, and property acquisition.

2012-2013 Interim Town Manager, Town of Prosper, TX

- Performed all duties of the Town Manager during the search process and employment of the new Town Manager from July 2012 to January 2013

2007-2012 Town Manager, Town of Argyle, TX

- Prepared and administered the annual operating budget – FY 2012, \$4.63 million
- Negotiated and executed conceptual development plans for two large mixed-use master planned developments
- Negotiated and executed a 4-party public/private development agreement resulting in the design, construction and operation of a \$20 million regional wastewater collection system enabling significant economic to occur along the Town's highway corridors of U.S. Highway 377 and IH35W
- Directed the Town's Comprehensive Land Use Plan update resulting in the approval of an innovative form-based land use plan base on a tax gap analysis
- Provided direction and administrative support to the Argyle Economic Development Corporation Board of Directors
- Extensive involvement in the land acquisition, planning, design, and renovation of an existing church campus for Argyle Town Hall
- Facilitated a \$20,030 EECG supplementing a \$57,800-replacement of old HVAC equipment in Town Hall with high-efficiency cost-saving equipment resulting in enough energy savings over a 5-year period to pay off the grant funding
- Established and staffed the Town's first Department of Finance
- Restructured the Town's Development department resulting in the establishment of a professional planning and development staff enhancing developer services and creating business-friendly development policies and procedures
- Developed and adopted seven (7) Core Values of Leadership for the organization

1994-2007 City Manager, City of Keller, TX

- Managed and directed community development policy and infrastructure improvements necessitated by Keller's rapid population growth (16,500 in 1994 to 38,500 in 2007)
- Prepared and administered the annual operating budget – FY 2007, \$63 million
- Annually, prepared and presented a 5-year Capital Improvements Plan to the City Council

- Established and administered a 246-acre Tax Increment Reinvestment Zone (TIF District) used to finance \$28.5 million in public improvements, creating over \$325 million in new incremental real taxable value over the life of the Zone
- Directed the development of the pedestrian-oriented mixed-use Keller Town Center as an integral portion of the TIF District, including planning and administering the construction of a new 57,000 s.f. Town Hall, Town Hall Plaza and related open space amenities
- Directed the planning and construction administration of other municipal facilities including a new 43,000 s.f. Municipal Service Center; a 20,000 s.f. expansion of the Keller Police Department; and a 87,000 s.f. Recreation and Aquatics Center as well as created an enterprise plan whereby the Center's fees and charges fully funding all operating costs, except debt service
- Planned and administered the construction of a new 10,500 s.f. Fire/EMS Department Substation
- Supported and assisted the Keller Police Department's obtaining its first national police agency accreditation from the Commission on Accreditation for Law Enforcement Agencies (CALEA)
- Initiated and directed the consolidation of public safety dispatching and jail services with the City of Southlake, TX whereby Keller administers and operates the consolidated services
- Initiated and implemented a cooperative agreement for providing full police services to the Town of Westlake, TX

1988-1994 City Manager, City of Gainesville, TX

- Prepared and administered the annual operating budget – FY 1994, \$13.6 million
- Prepared and submitted 5-year Capital Improvements Plan to City Council
- Implemented a performance-based employee compensation plan
- Instrumental in formulating a County-wide task force on solid waste management
- Developed IH 35 overlay zoning district policy for the IH 35 corridor
- Established tax abatement guidelines and criteria and enterprise zone programs successfully retaining and creating new jobs
- Platted 450-acre airport industrial park
- Received award of a \$1.3 million FAA Airport Improvement Program grant
- Implemented public/private low interest loan program to revitalize the central business district
- Implemented a \$2.6 million performance grant (380 agreement) as part of incentive package for a 400,000 s.f. factory outlet center creating 400 new jobs and over \$75 million in annual taxable retail sales
- Awarded a \$650,000 ISTE grant for the renovation of the historic ATSF Depot

1985-1988 City Manager, City of Ottawa, KS

- Prepared and administered the annual operating budget – FY 1988, \$16.7 million

- Management and operations included municipal electric generation facilities and distribution/transmission systems
- Established economic development program and industrial sites' facilities plan
- Revised the City's Comprehensive Land Use Plan
- Developed policy for issuance of industrial development bonds, providing for tax abatement and other development incentives
- Developed 5-year street and infrastructure rehabilitation plan financed from local option sales tax funds
- Chaired Kansas League of Municipalities Task Force establishing an Intergovernmental Risk Management Association for municipal insurance pooling and risk management
- Served on Board of Directors of a 6-County Certified Development Corporation

1983-1985 City Manager, City of Wamego, KS

- Provided direct administration and supervision of all municipal operations, including municipal airport operations and an electric generation and distribution system
- Served on Board of Directors of the Kansas River Alliance organized to study the Kansas River basin water supply needs

1980-1982 Limited Partner, K.E. Snyder Company, Hamilton, KS

- Responsible for oil field supply facilities, supply inventories and product sales as well as management of the livestock operations

1977-1980 City Manager, City of Pratt, KS

- Provided direct administration and supervision of all municipal operations, including municipal airport operations and an electric generation and distribution system
- Secured and administered various municipal airport improvement, wastewater EPA, electric power supply, and industrial park development grants

1973-1977 Assistant City Manager and City Treasurer, City of Emporia, KS

- Supervised and coordinated activities of the City's accounting, budgeting and purchasing divisions
- Secured and administered wastewater EPA grants, a comprehensive land use plan update, and water distribution and airport project studies

1969-1973 U.S. Navy

- U.S. Naval Security Group Command Headquarters, Washington, D.C.

PROFESSIONAL ASSOCIATIONS

International City Management Association	Member 1973 – present
Texas City Management Association	Member 1988 – present
Ethics Committee Co-Chairperson, 2011	
United Way of Denton County Board of Directors	Member 2011 – present
Board Chairperson	Present
New Facilities Committee Chairperson	Present
Argyle United Methodist Church Board of Trustees	Member 2013 - present
Upper Trinity Conservation Trust Board of Director	Member 2013 – present
Champions Rotary Club	Member 2015 – present
Charter Club President	2015 - 2016
Denton Independent School District – Citizens’ Advisory Committee, 2017-2018	Member 2017 - present
Upper Trinity Regional Water District (UTRWD)	
Board of Directors	Member 2010 – 2012
Vision North Texas, Management Committee	Member 2008 – 2012
Metroport Cities Partnership	Member 1995 – 2007
Northeast Leadership Forum	Member 1995 – 2007
Chairman, 2007	
IH35W Coalition	Past Member
Tarrant Regional Transportation Coalition	Past Member
Public Relations Committee, 2007	
Rotary Club of Keller	Member 1994 – 2007
President, 2003	
Emporia State University Alumni Association	Past President

Personal Contact Information:

5909 Tawakoni Drive

Argyle, TX 76226

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Executive Session

Agenda Item 8