

1. Agenda

Documents:

[NORTHLAKE AGENDA 1-23-20.PDF](#)

2. Meeting Materials

Documents:

[COUNCIL PACKET 1-23-20.PDF](#)



David A. Rettig, Mayor
Rena Hardeman, Council Place 1
Jimmy Lambert, Council Place 2

Brian Montini, Mayor Pro Tem, Council Place 3
Roger Sessions, Council Place 4
Danny Simpson, Council Place 5

**Town Council Agenda
Regular Meeting
Thursday, January 23, 2020 at 6:30 pm
Chamber Room - 1500 Commons Circle, Suite 300 – Northlake, Texas 76226**

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, January 23, 2020 at 6:30 pm at the Northlake Town Hall in the Chamber Room, 1500 Commons Circle, Suite 300, Northlake, Texas 76226. The items listed below are placed on the agenda for discussion and/or action

1. Call Regular Work Session to Order
Invocation given by Matthew Harding, Police Chaplain, Pastor of The Well Church Argyle
Pledge of Allegiance to the American Flag
2. Special Recognition
Alex Arnold, Sergeant, Northlake Police Department 10 years of service
Lora Hutchings, Permit Technician, Development Services Department 5 years of service
3. Briefing Items
 - A. AED Grant Status Report
 - B. Town of Northlake Social Media Policy
 - C. 2020 Northlake Residents Survey
 - D. Short Term Rental Regulations
 - E. Ridgeview Estates Zoning Request (Minimum Lot Size)
 - F. 11682 Cockleburr Road Zoning Request (RR to I)
 - G. Remaining 2016 Road Fund Projects
 - H. Employee Compensation
 - I. FY 20 Quarterly Investment Report
 - J. FY 20 Quarterly Budget Review
4. Call Regular Meeting to Order
5. Public Input
This item is available for citizens to address the Town Council on any matter. The presiding officer may ask the citizen to hold his or her comment on an agenda item until that agenda item is reached. By law, no deliberation or action may be taken on the topic if the topic is not posted on the agenda. The presiding officer reserves the right to impose a time limit on this portion of the agenda
6. Regular Items
 - K. Consider for approval a resolution of the Town of Northlake adopting amendments to certain portions of the Town Council Rules of Order and Procedure (Resolution No. 20-1)

- L. Consider for approval a resolution of the Town Council of the Town of Northlake authorizing and calling a general municipal election to be held on Saturday, May 2, 2020 for the purpose of electing three citizens to Places 1, 2, & 3; authorizing the notice of election; authoring a joint election with other Denton County political subdivisions; authorizing the town administrator to enter in a contract with Denton County Texas for election services (Resolution No. 20-2)
- M. Consider for approval a resolution with the City of Justin for the Farm-to-Market 407 Improvement Project Joint Support for Alignment and Scope (Resolution No. 20-3)
- N. Consider for approval a Final Plat of Harvest Meadows Phase 5, a subdivision consisting of 220 single-family residential lots and 6 non-residential/open space lots within the extraterritorial jurisdiction of the Town of Northlake on a 56.795-acre tract of land in the Patrick Rock Survey, Abstract No. 1063, located on the south side of Old Justin Road approximately 700 feet west of Cleveland-Gibbs Road. Harvest Meadows Phase 5, LLC is the owner/applicant. Jones & Carter, Inc. is the engineer/surveyor. Case # FP-19-016
- O. Consider for approval a Final Plat of Harvest Phase 5, a subdivision consisting of 47 single-family residential lots and 1 non-residential/open space lot within the extraterritorial jurisdiction of the Town of Northlake on a 12.223-acre tract of land in the Patrick Rock Survey, Abstract No. 1063, located on the north side of Old Justin Road at Cleveland-Gibbs Road. Belmont 407, LLC is the owner/applicant. Jones & Carter, Inc. is the engineer/surveyor. Case # FP-19-017
- P. Consider for approval a Final Plat of Harvest Phase 6A, a subdivision consisting of 36 single-family residential lots and 2 non-residential/open space lots within the extraterritorial jurisdiction of the Town of Northlake on a 15.034-acre tract of land in the Patrick Rock Survey, Abstract No. 1063, located on the north side of Old Justin approximately 1,200 feet west of Harvest Way. Belmont 407, LLC is the owner/applicant. Jones & Carter, Inc. is the engineer/surveyor. Case # FP-19-006
- Q. Consider for approval a Final Plat of Harvest Phase 6B, a subdivision consisting of 61 single-family residential lots and 4 non-residential/open space lots within the extraterritorial jurisdiction of the Town of Northlake on a 13.740-acre tract of land in the Patrick Rock Survey, Abstract No. 1063, located on the north side of Old Justin approximately 400 feet west of Harvest Way. Belmont 407, LLC is the owner/applicant. Jones & Carter, Inc. is the engineer/surveyor. Case # FP-19-018
- R. Consider for approval a revision to the Site Plan, with a variance to drive-through stacking requirements, of Northlake Commons Phase 5, a proposed two-building, 17,770 square-foot commercial development on 1.654 acres situated in the Patrick Rock Survey, Abstract No. 1063, platted as Lot 3, Town Commons, generally located on the north side of FM 407 approximately 600 feet west of Harvest Way, and zoned Mixed-Use Planned Development (MPD). Harvest FM 407 LTD is the owner. Office Equity Solutions is the applicant/developer. Baird, Hampton & Brown, Inc. is the engineer/surveyor. Case # SP-20-001
- S. Consider for approval an ordinance altering the prima facie speed limit established for vehicles under the provisions of Transportation Code, Section 545.356 upon IH 35W Northbound Frontage Road or parts

thereof, within the corporate limits of the Town of Northlake, Texas, as set out in this ordinance, providing a penalty of a fine not to exceed \$200.00 for the violation of this ordinance (Ord. No. 20-0123)

- T. Consider for approval the Town Council Meeting Minutes of December 11, 2019
- U. Consider for approval the Town Council Meeting Minutes of December 17, 2019
- V. Consider for approval Hotel Conference Center Design Advisory Group Appointment
- W. Consider for approval 2020 Census Complete Count Committee Appointment
- X. Consider for approval Economic Development Corporation Board Appointment
- Y. Consider for approval cancelling the February 13th and March 12th meetings
- Z. Consider for approval a resolution for revisions to the Social Media Guidelines (Resolution No. 20-4)

7. Convene into Executive Session

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

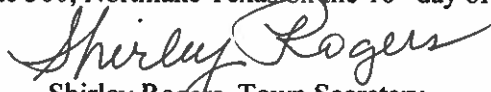
- a. Section 551.071 authorizes a governmental body to consult with its attorney in an executive session to seek his or her advice on a legal matter. It provides as follows: A governmental body may not conduct a private consultation with its attorney except: (1) When the governmental body seeks the advice of its attorney about: (a) pending or contemplated litigation; or (b) a settlement offer; or (2) on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter. The Town Council may adjourn into executive session for consultation with the Town Attorney regarding:
 - (i) Legal advice on any matter related to any posted agenda item; or
 - (ii) Legal advice related to Ridgeview Estates development options; or
 - (iii) Pending or contemplated litigation; or
 - (iv) Supreme Court of Texas - Town of Northlake vs City of Justin. No. 18-0651; or
 - (v) Case # FP 18-020 considered by the Town at the January 24, 2019 Town Council meeting;or
 - (vi) Potential litigation related to Eagleton and Applewood road failures; or
 - (vii) Potential litigation related to Dale Earnhardt Way road failures; or
 - (viii) Interlocal agreement between Town and City of Fort Worth executed on August 6, 1997.
- b. Section 551.074 Personnel Matters to deliberate the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of Town Attorney
- c. Section 551.074 authorizes certain deliberations about officers and employees of the governmental body to be held in executive session. The Town Council may adjourn into executive session for deliberation regarding Town Administrator Compensation

8. Open Session

9. Adjournment

CERTIFICATION

I hereby certify that the above agenda was posted on the bulletin board at Town Hall
1500 Commons Circle, Suite 300, Northlake Texas on the 16th day of January 2020 by 7:00 pm


Shirley Rogers, Town Secretary

NOTE: The Town Council reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above as authorized by Texas Government Code Section 551.071(Consultation with Attorney); Section 551.072 (Deliberations about Real Property); 551.073 (Deliberations about Gifts and Donations); 551.074 (Personnel Matters); 551.076 (Deliberations about Security Devices); 551.087 (Economic Development Negotiations)



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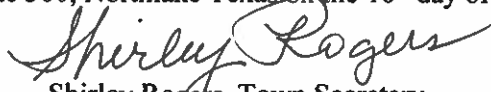
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Work Session

Agenda Item 1



Special Recognition

Agenda Item 2



IN RECOGNITION AND APPRECIATION COMMEMORATING
TEN YEARS OF EXEMPLARY SERVICE
TO THE
TOWN OF NORTHLAKE

THIS PLAQUE IS PRESENTED TO
ALEX ARNOLD
SERGEANT
NORTHLAKE POLICE DEPARTMENT
2010 - 2020

BY
DAVID RETTIG - MAYOR
BRIAN MONTINI - MAYOR PRO TEM
RENA HARDEMAN - COUNCIL MEMBER
JIMMY LAMBERT – COUNCIL MEMBER
ROGER SESSIONS – COUNCIL MEMBER
DANNY SIMPSON – COUNCIL MEMBER

NORTHLAKE MAYOR AND COUNCIL COMMUNICATION

DATE: JANUARY 23, 2020

REF #: SPECIAL RECOGNITION

SUBJECT: RECOGNITION OF ALEX ARNOLD TEN YEARS OF SERVICE



Alex Arnold began his career in law enforcement as a Court Clerk in Parker County, TX in 1996. He later transferred to the Parker County Constable's Office and then the Parker County Sheriff's Office. While at Parker County SO, he was promoted to Corporal and was assigned to the White- Collar Crimes investigation team.

In January 2010, Arnold was hired by the Northlake Police Department as a Sergeant. Since his date of hire, Sgt. Arnold has been in charge of Field Training, Property & Evidence, CJIS Compliance, and CID Supervisor, Patrol Supervisor and other various duties.

Sgt. Arnold obtained his Bachelor degree in Criminal Justice through Tarleton State University using the Town of Northlake's tuition reimbursement program. Sgt. Arnold attended and completed the Institute for Law Enforcement Administration's month-long supervisor school and is currently an instructor at the Tarrant County College Police Academy.

He has nominated Supervisor of the Year in 2016 and holds a Master Peace Officer license through the State of Texas.



IN RECOGNITION AND APPRECIATION COMMENORATING
FIVE YEARS OF EXEMPLARY SERVICE

TO THE
TOWN OF NORTHLAKE, TEXAS

This plaque is presented to

LORA HUTCHINGS

PERMIT TECHINICAN

20015 – 2020

By

TOWN COUNCIL

DAVID RETTIG - MAYOR

BRIAN MONTINI - MAYOR PRO TEM

RENA HARDEMAN – COUNCIL MEMBER

JIMMY LAMBERT – COUNCIL MEMBER

ROGER SESSIONS – COUNCIL MEMBER

DANNY SIMPSON – COUNCIL MEMBER

NORTHLAKE MAYOR AND COUNCIL COMMUNICATION

DATE: JANUARY 23, 2020

REF #: SPECIAL RECOGNITION

SUBJECT: RECOGNITION OF LORA HUTCHINGS FIVE YEARS OF SERVICE



Most of you probably know Lora because she's often the first person you see or talk to at Town Hall. Lora Hutchings became the Town of Northlake's first Permit Technician and second employee in the Development Services Department on January 13, 2015. She was hired primarily to help manage the permitting process at a time when activity was anticipated to grow because of new developments beginning to build.

Lora began just in time and hit the ground running one month before the first permit application was received for a new home in Canyon Falls. In 2014, the year before her hire, Northlake issued a total of 202 permits including only 4 residential permits. In 2015, Lora's first year, permit activity more than doubled to 510 permits issued, including 104 residential permits. Permit activity since then has continued to grow with 2019 activity nearly quadrupling the number of permits issued in 2015, including more than 500 residential permits. Lora has handled nearly 6000 permits in her five-year tenure.

Needless to say, Lora has proven to be a hard worker. She is very organized and efficient, which is a necessity to manage the growing permit activity. Lora is also a team player always willing to step in to assist me and coworkers when needed, and she's got a friendly, welcoming attitude, perfect for being the de facto Town receptionist. Please join me in congratulating Lora and thanking her for five years of exemplary service to the Town of Northlake.



Briefing Items

Agenda Item 3

NORTHLAKE MAYOR AND COUNCIL COMMUNICATION

DATE: JANUARY 23, 2020

REF. DOC.: FY 2020 ADOPTED BUDGET

SUBJECT: AUTOMATED EXTERNAL DEFIBRILLATOR PROGRAM (AED)



GOALS/OBJECTIVES:

- Provide for well-trained and well-equipped police personnel to ensure public safety (Council Goal)
- Initiate AED Program (Police Department Goal)

BACKGROUND INFORMATION:

The Northlake Police Department (NPD) partnered with the Emergency Services District (ESD-Argyle FD) to collaborate for grant funding for AED's for the Police and Fire Departments. The ESD took the lead and submitted a request to CoServ, with input and documents from NPD, for said equipment.

Funding from CoServ came in below the anticipated number, reducing the number of AED units the departments could purchase. The police department was awarded funding to purchase three (3) AED's, the other portion of funding was for the ESD.

Councilor Lambert approached Chief Crawford and inquired about the AED program and stated he would like to see all patrol vehicles outfitted with AED equipment. Grant funding continues to be sought, but to date no other grants have been awarded with one grant outstanding.

COUNCIL POLICY DIRECTION OPTIONS:

1. Council amend budget for the purchase of the remaining pieces of equipment (7 units)
2. Continue to seek more grant options or identify other budget savings

AED Update – January 23, 2020

- Police sought grants for AED equipment
 - *Partnered with ESD (Argyle) for CoServ grant*
 - *Granted enough funds to purchase 3 units for PD*
- Police pursuing other grant/funding sources
 - *Applied for three (3) other grants; AEDgrant.com grant pending*
 - *Potential savings from vehicle purchases and outfitting (4 more)*
 - *Ten (10) total would equip all (8) patrol vehicles and (2) PD building*
- Council expectation all vehicles equipped at same time
- There is limited liability for not outfitting all vehicles
 - *Police are not required to carry medical equipment*
 - *Acting in good faith; no willful or wanton negligence by first responders*

NORTHLAKE MAYOR AND COUNCIL COMMUNICATION

DATE: JANUARY 23, 2020

REF. DOC.: NORTHLAKE SOCIAL MEDIA POLICY

SUBJECT: ADDITION OF INSTAGRAM TO SOCIAL MEDIA



GOALS/OBJECTIVES:

- Promote public involvement (Council Goal)
- Define and strengthen our identity (Council Goal)

BACKGROUND INFORMATION:

The Town of Northlake currently maintains a presence on two social media platforms: Facebook and LinkedIn. The purpose of the Town's Facebook page is to distribute information in an efficient manner to residents and visitors, as well as establish and promote the Town's public image. The Town's LinkedIn profile exists to recruit high-performing employees to the Town.

With the rise of a social media focused generation, the Town recognizes the opportunities and challenges associated with maintaining a strong online presence. The Town has recently made an effort to expand its social media presence by posting consistent, branded content across existing platforms. The Town has also considered expanding to additional platforms such as Instagram, which allow the Town to visually communicate an elevated quality of life without the burden of writing content.

COUNCIL POLICY (PROPOSED CHANGE):

- Include Instagram as an approved social media platform

- ▶ Two existing platforms: Facebook and LinkedIn
 - ▶ Efficiently distribute information
 - ▶ Promote public image
 - ▶ Recruit high-performing employees
- ▶ Consistent, branded content
 - ▶ Builds familiarity among followers
- ▶ Proposed addition of Instagram
 - ▶ Visual communication through an image-based platform
 - ▶ Widely used by millennial generation¹
 - ▶ 47% of ages 30-49
 - ▶ 67% of ages 18-29

SOCIAL MEDIA

¹Sprout Social, 2020

Town of Northlake Social Media Policy

Revised January 23, 2020

1. Overview

This policy governs the use of Town of Northlake social media sites as well as personal social media use by Northlake employees.

The town maintains the official Town of Northlake Facebook page. The Town of Northlake social media site shall be created, administered and maintained by the Town Administrator or designee to meet the following purposes:

- To provide Northlake residents, businesses and visitors with information about town activities, events and other important issues.
- To promote Northlake to those in and outside the community.

The following rules apply to all employees when using official Town of Northlake social media sites:

- All town-related communication should remain professional in nature and be conducted in accordance with the town's policies, practices and expectations. Inappropriate use of social media can be grounds for disciplinary action.
- Social media use on Town of Northlake sites is only for business communication and for the purpose of fulfilling job duties in accordance with town goals and objectives. It is not for personal use.
- Staff may not use their personal social media account to post official comments.
- Posts should provide sufficient information to describe the news event, topic, event or program being discussed. Whenever possible, content posts shall link or otherwise refer visitors to the town's official website at www.town.northlake.tx.us
- The town's separate Social Media Terms of Use is to be posted, linked or referred to on all town social media outlets when possible. Town of Northlake employees are to be held to the terms of that policy at all times.
- Any posting is subject to removal at any time.
- Employees should be aware of the Terms of Service (TOS) of the particular social media outlet being used. Any employee using a form of social media on behalf of the Town of Northlake should consult the most current TOS in order to avoid violations.

2. Oversight of Sites

The Town Administrator or designee will oversee all social media applications, including:

- Authorization of sites
- Content of sites, in adherence to town policies
- Requests for separate sites
- Maintaining a list of social media domains, account logins and passwords
- Changing passwords and/or administrator settings if an employee is removed from social media duties or the organization

3. Departmental Sites

Under certain circumstances, a town department may wish to create and maintain a separate,

department-specific social media site. Departments wishing to create separate social media sites must provide specific justification, and receive approval from the Town Administrator, who will designate authorized personnel to work with the department to create the site. Once approved, the department head will appoint an individual to assist in posting and monitoring content, who will receive training regarding social media management. The Town Administrator or designee will review individual department sites from time to time, and sites that do not meet the town's intended goals and objectives may be removed.

Please keep in mind that:

- Staff members are not allowed to change the password of departmental social media profiles
- Unless an exception is granted by the Town Administrator, departmental social media profiles are not allowed to follow or friend individuals or organizations except as follows:
 - Government agencies
 - Nonprofit organizations within the Town of Northlake town limits

4. Comment Guidelines

Some social media sites allow the public to post comments to sites maintained by the town. Due to concern with regard to Open Meetings Act rules, the Town of Northlake recommends that elected officials not be allowed to comment on official town social media sites. Individuals should be encouraged to attend Town Council meetings or contact Council members directly through town email found on the town website.

Other posted information and comments from the public must comply with the following regulations or face removal by the administrator/moderator:

- Comments must be civil and may not contain libelous, malicious, offensive, threatening, profane or insulting language, symbols, videos or images.
- Content that promotes, fosters or perpetuates discrimination on the basis of race, ethnicity, religion, age, gender, marital or financial status, physical or mental disability, or sexual orientation will not be permitted.
- Personal attacks or potentially libelous statements will not be permitted.
- Advertising or promotional announcements will not be permitted.
- Comments must be within the scope of the topic under discussion.
- Comments cannot include personally identifiable information, such as an address, phone number, Social Security number or other sensitive information.
- Comments of a sexual nature or links to sexual content will not be permitted.
- Comments cannot represent a person other than the one posting the comment.
- Comments must not breach any law, confidentiality or copyright.
- Comments containing links to other websites or pages must be relevant to the topic.
- Comments cannot serve electoral campaign purposes. Political messages will not be published except for announcements of town elections or voter encouragement

campaigns.

- Comments encouraging illegal activity will not be permitted.
- Solicitations of commerce will not be permitted.
- Chat functions in any social media site shall not be used.
- Comments failing to meet these regulations or deemed inappropriate for reasons not currently described in this policy, may be removed at the town's discretion.
- Comments in violation of copyright, trademark or other intellectual property rights of any third party are not allowed.

Participants are responsible for what they post. Anyone posting comments contrary to these terms may be prohibited from future participation. Under the Texas Public Information Act, all electronic messages received by the Town of Northlake become town record and may be retained and subject to disclosure to the public under the provisions of that statute.

5. Comment Violations

If a comment does not adhere to the town's social media policy, the Town Administrator or designee, as necessary, may review the comment and discuss the possible policy violation.

- Staff member's designated by the Town Administrator and trained on social media are primarily responsible for monitoring comments.
- Both the designated staff member and Town Administrator will have to agree that the comment violates the policy before the comment can be removed.
- If a consensus on the comment cannot be reached and if either party believes the comment violates the Town of Northlake Social Media Terms of Use, the Town Administrator will have the final opinion.

6. Current Social Media Sites

A. Facebook

- Photographs and posts for profiles and of facilities, activities and events will be maintained and monitored by the designated staff member.
- Tagging of photos by the town will not be allowed. Photo subjects will be allowed to tag themselves.
- The Town of Northlake Facebook page will be managed by the Town Administrator and authorized designee only.

B. Instagram

- Photographs for profiles and of facilities, activities and events will be maintained and monitored by the designated staff member.
- Tagging of photos by the town will not be allowed. Photo subjects will be allowed to tag themselves.
- The Town of Northlake Instagram page will be managed by the Town Administrator and authorized designee only.

C. Other

- Department-specific accounts for other social media outlets will be approved on a case-by-case basis by the Town Administrator.
- These sites will be primarily managed by authorized department staff and will be reviewed by the Town Administrator or designee from time to time. Sites that do not meet the town's intended goals and objectives may be removed.
- At this time, these include:
 - i. Nixle (Police Department)

7. Personal Social Media Accounts

- Employees have the right to use and maintain personal accounts or to engage in personal social media sites. These sites should be used to share personal opinions or non-work-related information. This helps ensure a distinction between sharing personal and Town of Northlake views. Information from your personal Facebook page, blog entries and tweets – even if they are intended as personal messages between family and friends – can easily reach beyond your intended audience and represent you and the Town of Northlake to the outside world. In addition, employees should never use their town e-mail account or password in conjunction with a personal social media site.
- Personal/private employee use of social media sites during work hours is subject to the Town's Electronic Communication Policy (section 10.04) and the Town's Code of Ethics (section 1.09).
- Employees are prohibited against disclosure of confidential information that could breach the security of the town's computer system or any Town of Northlake project, facility or program, in any way.
- Participation in social media sites may result in a user's comments being permanently available and open to being republished in other media. Users should be aware that libel, defamation, copyright and data protection laws apply.
- Use of Town of Northlake logos, uniforms, vehicles, etc. are not to be used, published, displayed or posted on personal social media sites.

NORTHLAKE MAYOR AND COUNCIL COMMUNICATION

DATE: JANUARY 23, 2020

REF. DOC.: N/A

SUBJECT: 2020 NORTHLAKE RESIDENT SURVEY



GOALS/OBJECTIVES:

- Promote public involvement (Council Goal)
- Measure and track citizen satisfaction (Council Objective)
- Define and strengthen our identity (Council Goal)

BACKGROUND INFORMATION:

Every few years the Town administers a survey to capture the overall level of satisfaction with land use, development, and Town services among residents and business owners. For measurement purposes, the Town maintains a mostly consistent question bank with minor edits in response to specific needs such as retail recruitment, land use, etc. as they occur over time.

The Town has conducted four surveys over the last decade: once in 2013, 2015, 2016, and 2018. The 2020 survey follows a similar format to show change over time, but also includes questions regarding household hazardous waste removal services to determine public opinion and guide future action.

COUNCIL POLICY (DIRECTION):

- Proceed with recommended survey (attached)
- Include questions regarding household hazardous waste removal services

Survey	2010	2013	2016	2018	2020
Number of respondents	67	105	138	266	
Northlake Residents	67	105	63	252	
Harvest Residents			47	16	
Non-residents			28	6	
Methodology	Mail	Mail/Internet	Internet	Internet	Internet
Administration	Staff	Retail Coach	Staff	UTA Group	Staff
Response rate	~33%	~50%	~6%	~17%	
Sample size (households)	210	210	1,000	1,500	
Special Focus		Retail Preferences	Comprehensive Plan		Household Hazardous Waste

2020 RESIDENT SURVEY

TOWN OF NORTHLAKE, TEXAS

2020 TOWN SURVEY QUESTIONS

INTRODUCTION

The Town of Northlake is conducting a survey of its residents. If you are age 21 or older, please complete this survey. This survey will determine how residents rate Town services and determine your retail preferences. Your answers will be useful to the Town as it develops programs and recruits retail for the future. All of your answers will be kept confidential.

RESIDENCE INFORMATION

1. Please select all that describe you:
 - a. Northlake resident
 - b. Northlake business owner
 - c. Northlake property owner
 - d. None of these options describe me
2. Please select the type of property you own. Check all that apply.
 - a. Residential
 - b. Agricultural
 - c. Business
 - d. I do not own property in Northlake
3. Are you a current resident of Northlake?
 - a. Yes
 - b. No
4. How long have you lived in Northlake?
 - a. Less than 1 year
 - b. 1 – 5 years
 - c. 6 – 10 years
 - d. 10+ years
5. What is the current zip code of your home?
 - a. 76226
 - b. 76247
 - c. 76262
 - d. 76259
 - e. Other
6. In which neighborhood do you live?
 - a. Brian's Place
 - b. Canyon Falls
 - c. Chadwick Apartments
 - d. Creek Meadows
 - e. Creekside Apartments
 - f. Dry Creek Apartments
 - g. The Highlands
 - h. North Ridge Estates
 - i. Northlake Country Estates
 - j. Pecan Square

- k. Prairie View Farms
 - l. Stardust Ranch
 - m. 5+ acres of land
 - n. Other
7. Where do you live? (Answer only if you responded "no" to question 3)
- a. Harvest
 - b. Other (please specify)

QUALITY OF LIFE

8. How would you rate quality of life in Northlake?
- a. Excellent
 - b. Good
 - c. Fair
 - d. Poor
9. In terms of general appearance (cleanliness, quality of houses, etc.) how would you rate the condition of Northlake?
- a. Excellent
 - b. Good
 - c. Fair
 - d. Poor
10. How often would you say you have seen the following problems in Northlake?
(Frequently, Sometimes, Rarely, Never)
- a. Litter
 - b. Illegal dumping
 - c. High grass and weeds
 - d. Junk vehicles
 - e. Stray animals
 - f. Drainage/flooding problems
 - g. Deteriorating houses
11. Would you be in favor of a property tax increase to support additional Town services such as: (Very favorable, somewhat favorable, indifferent, somewhat unfavorable, very unfavorable)
- a. Public library
 - b. Parks and recreation
 - c. Senior center

PUBLIC SAFETY

12. Overall, how would you rate the service provided by the Northlake Police Department?
- a. Excellent
 - b. Good
 - c. Fair
 - d. Poor
13. How would you rate the Northlake Police Department's visibility/presence in the Town?
- a. Excellent
 - b. Good

- c. Fair
 - d. Poor
14. How would you rate your feeling of safety in your home in Northlake?
- a. Very safe
 - b. Safe
 - c. Somewhat safe
 - d. Not very safe
 - e. Not safe at all
15. How would you rate your feeling of safety in Northlake in general?
- a. Very safe
 - b. Safe
 - c. Somewhat safe
 - d. Not very safe
 - e. Not safe at all
16. In the past year have you come into contact with a Northlake police officer?
- a. Yes
 - b. No
17. What was the reason for your most recent contact with the Northlake Police Department?
- a. Reported a crime
 - b. Traffic violation
 - c. Called 911
 - d. Called to make an inquiry
 - e. Reported suspicious noise/behavior
 - f. Talked to police on patrol
 - g. General social interaction
 - h. Responded to home alarm system
 - i. Other
18. Was the police officer you spoke with courteous and polite?
- a. Yes
 - b. No
19. Was the police service provided in a timely manner?
- a. Yes
 - b. No

TOWN SERVICES

20. Below is a list of services that the Town provides to its residents. Please mark how you would rate each of these services (Excellent, Good, Fair, Poor)
- a. Condition of paved roads
 - b. Condition of gravel roads
 - c. Animal control
 - d. Garbage collection
 - e. Code enforcement
 - f. Police protection
 - g. Water quality
 - h. Water availability
 - i. Storm drainage

- j. Street lighting
 - k. Emergency services (fire/medical)
21. If you rated any of the services "fair" or "poor," would you be in favor of a property tax increase to fund these improvements?
- a. Yes
 - b. No

HOUSEHOLD HAZARDOUS WASTE REMOVAL

For the safety and convenience of our residents, the Town is exploring the possibility of a household hazardous waste (HHW) removal service. Items classified as HHW are generally not accepted in standard trash services and/or landfills. These items include:

- Corrosive cleaners
- Fuels
- Mercury
- Paints (oil-based)
- Pesticides
- Pool chlorine and acid
- Wood stains and varnishes

22. How do you currently dispose of these items?

- a. My household disposes of HHW items in the standard trash service
- b. My household takes HHW items to an environmental collection center
- c. My household does not use HHW items
- d. Other (please specify)

23. If an HHW collection service was available, which would you prefer?

- a. Resident transports HHW to an environmental collection center. Resident pays a fee of \$50.00 per drop off.
- b. Front-porch pickup service; additional charge (less than \$1.00) is added to monthly trash bill regardless of whether or not the resident utilizes the service that month.

24. How often would your household utilize an HHW collection service?

- a. Every day
- b. A few times a week
- c. About once a week
- d. A few times a month
- e. Once a month
- f. Once a year
- g. Never

PUBLIC INFORMATION

25. Do you get enough information about Town of Northlake programs and services?

- a. Yes
- b. No

26. Have you visited Northlake's website (www.town.northlake.tx.us)?
- a. Yes
 - b. No
27. Were you able to find the information you needed on the Town's website?
- a. Yes
 - b. No
 - c. Don't know
28. Have you signed up for free email and text notification services offered by the Town of Northlake? If so, please check all that apply.
- a. Nixle
 - b. E-news and notices
 - c. Facebook
 - d. No
29. Which social media sites do you regularly use?
- a. Facebook
 - b. Instagram
 - c. Twitter
 - d. YouTube
 - e. I do not use social media
30. Have you or a member of your household contacted the Town of Northlake about a complaint, request for service, or for information in the past year?
- a. Yes
 - b. No
31. Which Town of Northlake department or office did you contact? (please check all that apply)
- a. Mayor or council
 - b. Town administration
 - c. Public works
 - d. Inspections
 - e. Police
 - f. Animal control
 - g. Development services
 - h. Water/utility billing
 - i. Municipal court
 - j. Other
32. Were you generally satisfied with the results of your contact?
- a. Yes
 - b. No
33. Were the people you contacted courteous and polite?
- a. Yes
 - b. No

QUALITY OF LIFE

34. Would you recommend Northlake as a good place to live to family and friends?
- a. Yes
 - b. No
35. Looking ahead for the next several years, do you plan on remaining in Northlake?

- c. Yes
 - d. No
36. What is the primary reason for you to consider leaving Northlake? (check only one)
(Answer only if you responded "no" to question 31.)
- a. Crime rate
 - b. Job relocation
 - c. School property tax is too high
 - d. High cost of living
 - e. Access to public schools
 - f. Want bigger housing
 - g. Want newer housing
 - h. Want shorter commute to work
 - i. Move closer to family/friends
 - j. Want to live near parks and libraries
 - k. Want to live near restaurants and grocers
 - l. Want to live near more retail shopping
 - m. Want to live near more entertainment
 - n. Other

RETAIL PREFERENCES

The following questions will determine shopping patterns and retail preferences of people living in Northlake. Retail is defined as the sale of goods or merchandise for consumption by the consumer such as groceries, clothing, sporting goods, shoes, books, hardware, restaurants, etc.

37. Where does your family most often... (shop (retail), buy groceries, dine out):
- a. Northlake
 - b. Argyle/Bartonville/Lantana
 - c. Roanoke/Trophy Club
 - d. Justin
 - e. Denton
 - f. Southlake/Grapevine
 - g. Fort Worth Alliance/Keller
 - h. Fort Worth Champions Center/Tanger Outlets
 - i. Highland Village/Flower Mound
38. What type of retail goods and services would you like to see locate in Northlake? Rank in order of preference with #1 being most preferred.
- a. Grocery store
 - b. Pharmacy
 - c. Home improvement/hardware store
 - d. Department store
 - e. Discount/dollar store
 - f. Sporting goods
 - g. Clothing store
 - h. Auto parts/auto repair
 - i. Bank/financial services
 - j. Medical/dental offices
 - k. Beauty supply/hair or nail salon

- l. Warehouse or superstore
- 39. Keeping in mind the previous question, which specific retailers would you like to see located in Northlake? Rank in order of preference with #1 being most preferred.
 - a. Text box
 - b. Text box
 - c. Text box
- 40. What types of restaurants would you like to see located in Northlake? Rank in order of preference with #1 being most preferred.
 - a. Coffee shop
 - b. Fast food/drive through
 - c. Fast casual
 - d. Full-service restaurant
- 41. Keeping in mind the previous question, which specific restaurants would you like to see located in Northlake? Rank in order of preference with #1 being the most preferred.
 - a. Text box
 - b. Text box
 - c. Text box

RURAL LIFESTYLE

- 42. How important is it to you to retain Northlake's rural character?
 - a. Very important
 - b. Important
 - c. Somewhat important
 - d. Unimportant
- 43. Which of the following are more important than maintaining Northlake's rural character?
 - a. Economic growth
 - b. Job creation
 - c. Improved Town services
 - d. Increasing housing
 - e. Opening a grocery store
 - f. Attracting restaurants
 - g. Attracting retail stores
 - h. Maintaining streets and bridges
 - i. None of these
- 44. If it helped Northlake maintain its rural character, which of the following would you be willing to do? Check the top 2 that you would be most willing to do.
 - a. Receive fewer Town services
 - b. Pay higher fees for Town services
 - c. Drive 15 minutes or more to the grocery store
 - d. Drive 15 minutes or more to restaurants
 - e. Drive 15 minutes or more to retail stores
- 45. Please check 3 traits you believe most important to retaining a rural community.
 - a. Agricultural presence
 - b. Appearance/architecture used
 - c. Feeling of safety
 - d. Community closeness/involvement

- e. Having large spaces for homes/businesses
- f. Low impact/does not disrupt nature
- g. Family-oriented businesses and events

DEMOGRAPHICS

46. Please check the age bracket that applies to you
- a. 18-29
 - b. 30-39
 - c. 40-54
 - d. 55-69
 - e. 70+
47. With which gender do you most identify?
- a. Female
 - b. Male
 - c. Prefer not to answer
48. Please mark your employment status
- a. Full-time
 - b. Part-time
 - c. Unemployed
 - d. Retired
 - e. Student
 - f. Homemaker/house spouse
49. How many years of education have you completed?
- a. No high school
 - b. Some high school
 - c. High school graduate
 - d. Some college
 - e. College graduate
 - f. Graduate school
50. Please mark your household income bracket
- a. Less than \$50,000
 - b. \$50,001 to \$100,000
 - c. \$100,001 to \$150,000
 - d. \$150,001 to \$200,000
 - e. \$200,001 to \$250,000
 - f. \$250,001 to \$300,000
 - g. More than \$300,000
51. Please mark the age ranges of children living in your home (check all that apply)
- a. Birth – 6 years old
 - b. 6 – 12 years old
 - c. 13 – 18 years old
 - d. None
52. Do you own your home, or do you rent?
- e. Own
 - f. Rent
 - g. Rent-free situation



SURVEY COMPLETED

Thank you for taking the time to complete the 2020 Town of Northlake Survey. If you have any questions regarding the survey or other Town services, please visit our website at www.town.northlake.tx.us or contact us at info@town.northlake.tx.us.

NORTHLAKE MAYOR AND COUNCIL COMMUNICATION

DATE: JANUARY 23, 2020

REF. DOC.: UNIFIED DEVELOPMENT CODE

SUBJECT: CURRENT SHORT-TERM RENTAL REGULATIONS



GOALS/OBJECTIVES:

- Control our Own Destiny (Council Goal)
- Effectively Manage Public Resources (Council Goal)

BACKGROUND INFORMATION:

Short-Term Rentals (STRs) have become more prevalent with services such as Airbnb, Vrbo, and HomeAway. Staff has researched STRs and provides the following information.

- Current Regulations
 - "Vacation/Short-Term Rental" listed in permitted uses table within the UDC's zoning article.
 - "Vacation/Short-Term Rental" defined as "Any dwelling unit that is rented for pay or other consideration, leased, or furnished in its entirety to the public on a daily or weekly basis for more than 14 days in a calendar year and is not occupied by an owner or manager during the time of rental."
 - Not considered STR if owner occupies home during time of rental
 - Not considered STR if only leased 14 days or less during a calendar year
 - STRs not allowed by right; only allowed with approval of Specific Use Permit (SUP) in any residential zoning district.
 - Each case must be approved by Town Council following public hearing and notice
 - SUP can include conditions to mitigate any concerns with the use such as:
 - Expiration of SUP so that owner must reapply periodically
 - Limit on the number of occupants
 - Council has complete discretion on SUP approvals and may determine that some situations may not be appropriate for an STR while others may.
 - Town's Hotel Occupancy Tax (HOT) applies to STRs.
- Enforcement Actions
 - Staff has researched homes marketed as STRs in Northlake
 - One home found in Canyon Falls. A few in Harvest which Northlake cannot regulate.
 - Work with HOAs like the Canyon Falls HOA which does not allow STRs.

NEXT STEPS:

- Continue enforcement on homes marketed as STR, including SUP status and HOT payments
- Council direction on regulations and enforcement action

NORTHLAKE MAYOR AND COUNCIL COMMUNICATION

DATE: JANUARY 23, 2020

REF. DOC.: UNIFIED DEVELOPMENT CODE

SUBJECT: DEVELOPMENT PROPOSAL FOR RIDGEVIEW ESTATES



GOALS/OBJECTIVES:

- Responsibly Manage Growth; Adhere to the Comprehensive Plan (Council Goal)
- Control our Own Destiny; Strategically manage ETJ annexations (Council Goal)

BACKGROUND INFORMATION:

A concept plan for a proposed development known as Ridgeview Estates was first presented to Town Council on November 14th. Council considered potential development options for Ridgeview Estates during a briefing on December 12th. The attached concept plan was provided by the developer based upon the feedback received.

At the previous meeting, Council made a number of comments and suggestions including lot size, drainage and gas line easements, road alignment with stub-outs north and south, and potential voluntary annexation into Town with certain development concessions or other incentives. Developer is aware of drainage issues caused by homebuilders in Prairie View Farms and will work with Town to avoid same issues.

PROPOSAL INFORMATION:

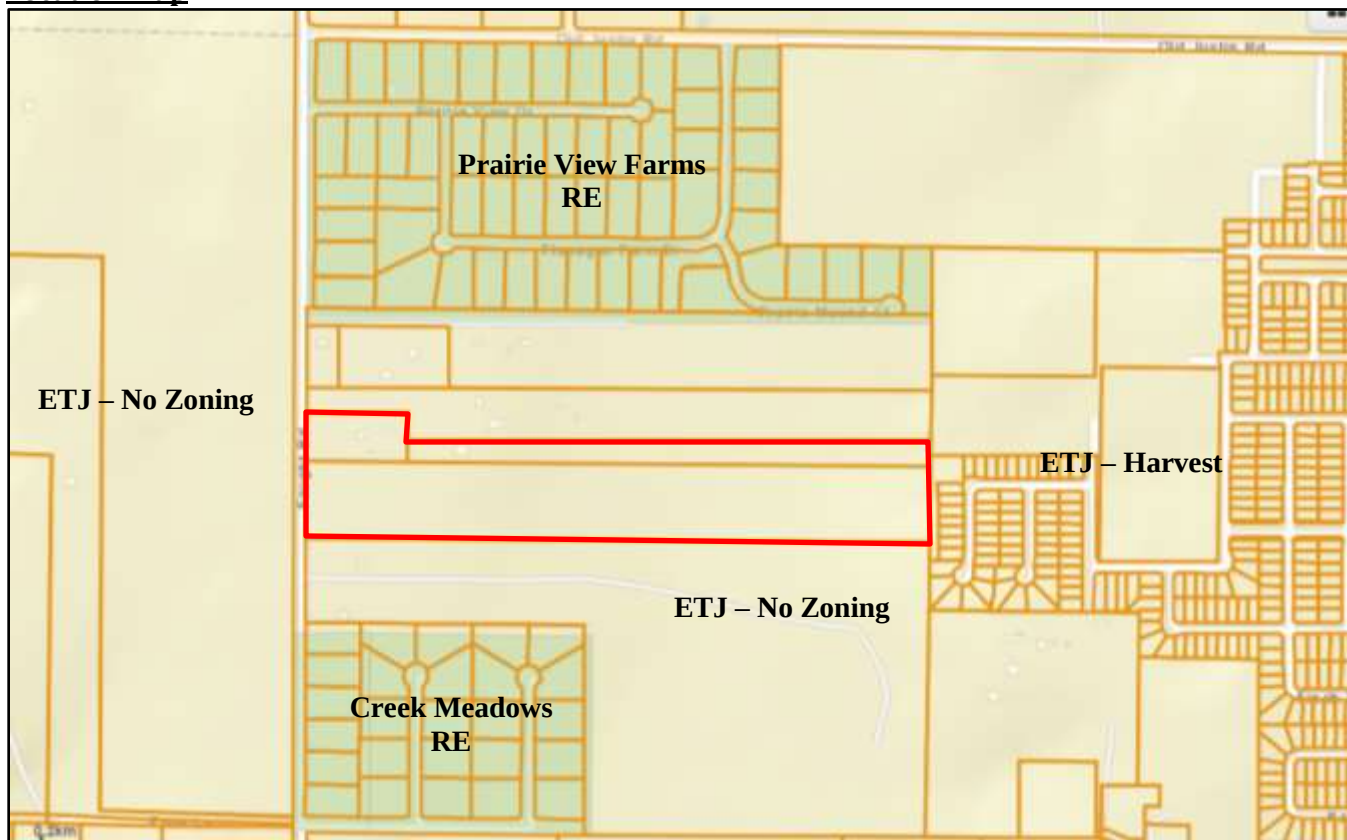
Site:	Approximately 33.61 acres on the east side of Faught Road between Creek Meadows and Prairie View Farms at 7345 Faught Road (see maps on following page)
Developer:	Venado Ridge Investors
Current Use:	Large undeveloped tract with a single-family home and several ancillary structures in ETJ
Proposed Use:	31-lot single-family residential development with minimum lot size of 0.90 acres and maximum of 1.2 acres

NEXT STEPS:

- Council direction and feedback on latest proposal

MAPS:

Location Map



Aerial Map

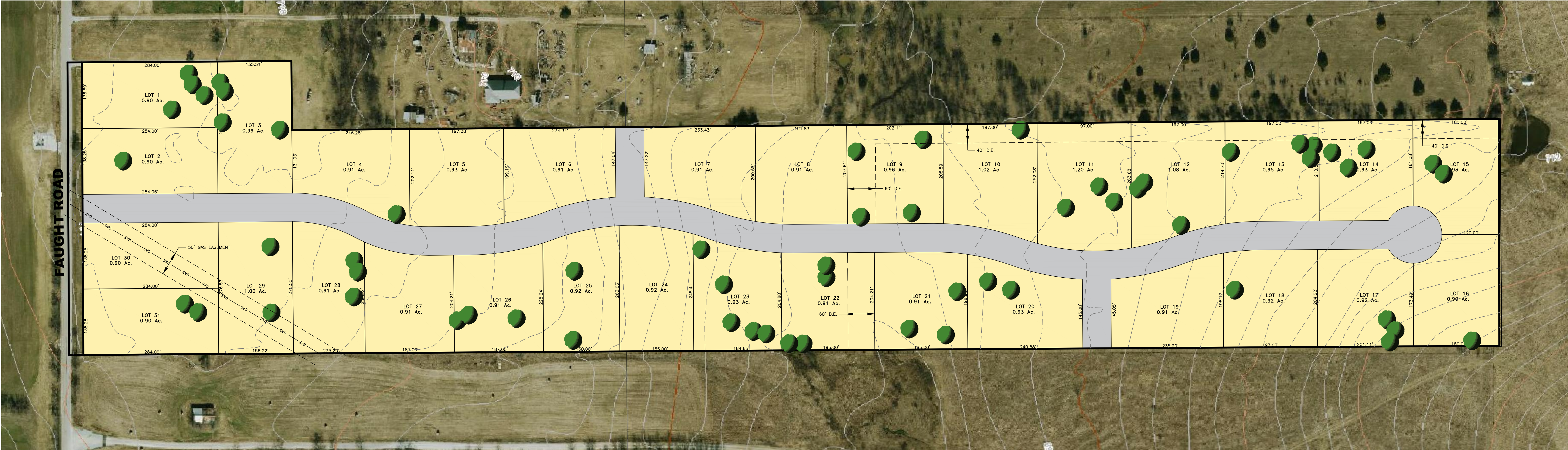


FAUGHT ROAD DEVELOPMENT

31- 0.90 ACRE RESIDENTIAL LOTS

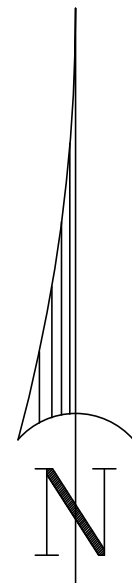
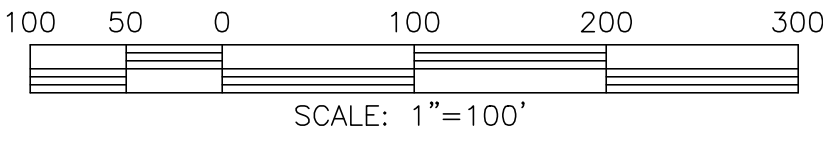


VICINITY MAP
NTS



31 RESIDENTIAL LOTS

LAND USE CHART	
USE	AREA (ACRES)
STREET ROW	4.48
LOT AREA	29.13
TOTAL	33.61



DYER ENGINEERING, INC.
ENGINEERING & CONSULTING

Land Development - Commercial Site Civil - Municipal - Environmental
12500 Willow Springs Road, Fort Worth, Texas 76052 * Phone: 940-390-6083 * E-mail: dyer.eng@gmail.com
TBPE Firm No. 11919

NORTHLAKE MAYOR AND COUNCIL COMMUNICATION

DATE: JANUARY 23, 2020

REF DOC.: NORTHLAKE UNIFIED DEVELOPMENT CODE

SUBJECT: ZONING CHANGE REQUEST: RURAL RESIDENTIAL TO INDUSTRIAL
PROPERTY LOCATION: 11682 COCKLEBURR ROAD



GOALS/OBJECTIVES:

- Responsibly Manage Growth; Adhere to the Comprehensive Plan (Council Goal)

ZONING CHANGE REQUEST INFORMATION:

Site:	Approximately 1.5 acres at 11682 Cockleburr Road (see maps on following page)
Applicant:	Mark McPherson
Owner:	Therese Whalen
Current Zoning:	Rural Residential (RR) – Single-family residential and agricultural uses on minimum lot size of 5 acres
Proposed Zoning:	Industrial (I) – Industrial uses with no minimum lot size
Future Land Use:	Business Park Character Area – Described generally as an employment center which may include hotels, distribution centers, corporate office campuses, educational facilities, technology centers, research facilities, retail, and restaurants. Limited manufacturing and warehouse uses may be allowed to support the employment centers.
Sector Plan:	Northern Industrial Sector: Auxiliary Industrial – Region-traditional and commercial uses; supporting storage functions maintained with screening and use controls.

NEXT STEPS:

- Briefing scheduled at this meeting for Council to hear presentation on zoning change request from applicant and to ask any questions
- Public hearing and action on request scheduled for February 27, 2020 Town Council Meeting

MAPS:

Zoning Map



Aerial Map



NORTHLAKE MAYOR AND COUNCIL COMMUNICATION

DATE: JANUARY 23, 2020

REF. DOC. : FY 2020 ADOPTED CAPITAL BUDGET

SUBJECT: PROPOSED ROAD PROJECTS FROM SERIES 2016 CERTIFICATES OF OBLIGATION REMAINING FUNDS



STRATEGIC GOALS/OBJECTIVES:

- Systematically Invest in Infrastructure; Maintain and Improve Public Roadways (Council Goal)
- Leverage, when available, other funding sources (Mayor Goal)

BACKGROUND INFORMATION:

- Approximately \$900,000 in remaining funds from the Series 2016 C.O.s Road Projects
- FY 2020 Adopted Budget designated the remaining funds as follows:
 - Cleveland-Gibbs Road South Project right-of-way acquisition -TBD
 - Strader/Holder Base Repair (Denton County partnership) - \$250,000
 - Old Justin Road Repaving (Faught to Harvest Pump Station) - \$276,000
- Cleveland-Gibbs Road project scope has changed
 - Denton County agreed to acquire right-of-way
 - Realtor for Estancia property has asked for compensation in lieu of only two of four Cleveland-Gibbs Road lanes being constructed
 - Estancia right-of-way compensation potentially fee rebates or infrastructure participation
- Denton County concerned about drainage of roads to be repaired and repaved; seeking to not renew road maintenance partnership
 - Faught Road (partially in ETJ), Yarbrough Lane (split with Denton) to be released by County
 - County does not maintain Harmonson Road except for portion in Justin ETJ
 - Town does not have full extent of ROW on Strader, Holder and Faught in order to properly drain roadway
- Old Justin Road estimated budget still \$300,000 but scope has changed
 - Prairie View Farms requests sidewalk to connect Old Justin Road to Prairie View Drive
- Traffic light at Cleveland-Gibbs and FM 407 has become a pressing need
 - Town previously negotiated proposed 60/40 split with Belmont FWSD towards light
 - Texas Department of Transportation now requiring left-turn lanes in order to install light
 - Left-turn lanes and intersection improvements estimated at \$450,000
 - TXDOT has agreed to fund light
 - Belmont FWSD has committed \$300,000 for intersection improvements
 - Additional \$150,000 required to complete funding for project

POLICY DIRECTION/DISCUSSION:

- Seeking understanding of Council's priorities on Town-funded road improvements
- Seeking Council's direction on Town/County road maintenance responsibilities

REMAINING SERIES 2016 FUNDS

Project	Original	Current	Proposed
CGR ROW (Hyde)	\$300,000	\$0	\$0
CGR ROW (Ewing)	\$0	\$0	?
Strader/Holder Base Repair	\$250,000	\$300,000	\$0
OJR Repaving	\$276,000	\$300,000	\$350,000
CGR/407 Light	\$0	\$150,000	\$0
CGR/407 Left-turn Lanes	\$0	\$0	\$150,000
Faught Repairs	\$0	\$0	\$150,000
TOTAL	\$826,000	\$750,000	\$650,000

NORTHLAKE MAYOR AND COUNCIL COMMUNICATION

DATE: JANUARY 23, 2020

REF. DOC.: N/A

SUBJECT: EMPLOYEE COMPENSATION



GOALS/OBJECTIVES:

- Operate Efficiently and Effectively; Attract and retain top-quality staff (Council Goal)

BACKGROUND INFORMATION:

As part of the adoption of the Fiscal Year 2020 Operating Budget, Council completely implemented a market adjustment on employee salaries to reach projected market average as of October 1, 2019.

The salary survey was conducted in 2018 by a third-party and included twelve municipalities. The selection criteria for comparison municipalities included proximity, size, comparability, and to which Northlake lost employees. The analysis concluded that Northlake salaries were 14.5% behind market average. In the FY 2019 Budget, the salary survey recommendations were partially implemented and reached approximately 5% behind 2018 market average.

Because the analysis was dated at the time of the FY 2020 budget adoption, the Mayor's proposed budget included a 2.5% increase to the 2018 survey recommendations. From the survey, certain position classifications were found below market while others were at or slightly over market. The highest percent increase was 10.5%; the lowest was 1.2%. A majority of the increases occurred for entry level positions in Police and Public Works.

- Northlake 14.5% below market in 2018
- Recent adjustments ranged from 1.2% to 10.5%

COUNCIL POLICY DIRECTION:

- Continue with adopted salary adjustments
- Continue with survey methodology for determining future salary adjustments
- Discussion of individual compensation must include employee in question



Town of Northlake
Quarterly Investment Report
For the Quarter Ended December 31, 2019

13 Weeks Treasury Bill Yield: 1.52% APR

Wells Fargo Bank

Investment Description	Beginning Balance	Deposits	Withdrawals	Interest	Ending Balance
Wells Fargo - Investment Account	\$ 2,141,757.06	\$ -	\$ -	\$ 917.92	\$ 2,142,674.98
Wells Fargo - General Account	\$ 3,610,223.99	\$ 6,325,761.49	\$ (6,376,462.68)	\$ -	\$ 3,559,522.80
Wells Fargo - Payroll Account	\$ -	\$ 817,462.08	\$ (817,462.08)	\$ -	\$ -
First Financial Totals	\$ 5,751,981.05	\$ 7,143,223.57	\$ (7,193,924.76)	\$ 917.92	\$ 5,702,197.78

Avg Monthly Yield: 0.17% APR

Avg WAM* in Days : N/A

LOGIC

Investment Description	Beginning Balance	Deposits	Withdrawals	Interest	Ending Balance
LOGIC - 2016 Comb Tax Ltd. Surplus	\$ 1,322,311.71	\$ -	\$ -	\$ 6,365.04	\$ 1,328,676.75
LOGIC - General Fund	\$ 8,248,535.78	\$ -	\$ -	\$ 39,704.93	\$ 8,288,240.71
LOGIC - CO'S Series 2018	\$ 12,293,842.74	\$ -	\$ (12,000,000.00)	\$ 34,044.28	\$ 327,887.02
LOGIC Totals	\$ 21,864,690.23	\$ -	\$ (12,000,000.00)	\$ 80,114.25	\$ 9,944,804.48

Avg Monthly Yield: 1.8173% APR

Avg WAM* in Days : 43

LAMAR

Investment Description	Beginning Balance	Deposits	Withdrawals	Interest	Ending Balance
Lamar - ICS Accounts	\$0.00	\$ 12,000,000.00	\$ -	\$ 21,726.72	\$ 12,021,726.72
LOGIC Totals	\$ -	\$ 12,000,000.00	\$ -	\$ 21,726.72	\$ 12,021,726.72
Total Cash & Investments	\$ 27,616,671.28	\$ 19,143,223.57	\$ (19,193,924.76)	\$ 102,758.89	\$ 27,668,728.98

Avg Monthly Yield: 1.65% APR

Avg WAM* in Days : N/A

*WAM (Weighted Average Maturity) is the mean average of the periods of time remaining until the securities held are (1) scheduled to be repaid or (2) would be repaid upon demand or (3) are scheduled to have their interest rate readjusted to reflect current market rates.

The undersigned serves as the Investment Officer* for the Town of Northlake. I certify that all instruments held in the Town's investment portfolios for the period October 1, 2019 through December 31, 2019 (a) met the investment guidelines and complied with the investment strategies as authorized by the Town's Investment Policies, and (b) did not violate any applicable provisions of section 2256 of the Government Code of Texas.

SIGNED: _____

INVESTMENT OFFICER: _____

DATE: _____

NORTHLAKE MAYOR AND COUNCIL COMMUNICATION

DATE: JANUARY 23, 2020

REF. DOC.: FY 2020 ADOPTED BUDGET

SUBJECT: 1ST QUARTER FINANCIAL REPORT



GOALS/OBJECTIVES:

- Operate Efficiently and Effectively (Council Goal)
- Sustain balanced budget and low municipal tax rate (Budget Principle)

BACKGROUND INFORMATION:

The Town of Northlake is a little over a quarter into the 2020 fiscal year. Overall the Town is maintaining its strong fiscal position and the consumption of budgeted funds is progressing at a normal pace. Due the high number of capital projects funded this fiscal year most funds show more than 75% remaining. This is to be anticipated as payments for these projects do not happen on a recurring incremental basis.

- Budget Highlights
 - 32% of property taxes are have been received (General Fund)
 - Only 15% of sales tax revenues due to two-month delay, percentage only represents one month of revenue (General Fund)
 - Interfund Transfers commence when 50% of property tax revenue received (All Funds)
 - Mid-year budget amendment for conference center payment (Hotel Occupancy Tax Fund)
 - First debt service payment due in March (Debt Service Fund)
 - Water and Sewer sales on track with 2/3 of revenue are received during the summer months (Water & Wastewater Fund)
 - Sewer Impact Fee fund to be created at mid-year (South Water Impact Fee Fund)



Town of Northlake
GENERAL FUND

Fund:	100	Adopted Budget	Actual As of 12/31	Variance As of 12/31	Percent Remaining
REVENUES:					
Court Fines		500,000	110,077	389,923	78%
Sales/Beverage Tax		780,000	115,950	664,050	85%
Property Taxes		1,475,462	475,359	1,000,103	68%
Inspections and Registrations		41,450	6,207	35,243	85%
Franchise Fees		385,500	146,808	238,692	62%
Building Permits & Development		1,907,000	485,733	1,421,267	75%
Transfers		310,881	-	310,881	100%
Contract Services		218,000	-	218,000	100%
Interest		30,000	14,489	15,511	52%
Other Income		25,000	831	24,169	97%
Fees		16,760	6,645	10,115	60%
TOTAL REVENUE:		5,690,053	1,362,100	4,327,953	76%
EXPENDITURES:					
Payroll & Benefits		3,317,886	669,064	2,648,822	80%
Supplies		212,376	21,073	191,303	90%
Maintenance		234,380	35,330	199,050	85%
Utilities		25,915	3,733	22,182	86%
Services		1,160,438	171,500	988,938	85%
Internal Services		676,200	1,998	674,202	100%
Capital Outlay		59,035	-	59,035	100%
TOTAL EXPENDITURES:		5,686,230	902,698	4,783,532	97%



Town of Northlake
SPECIAL REVENUE FUNDS
<120,121,152,153>

Fund:	100	Adopted Budget	Actual As of 12/31	Variance As of 12/31	Percent Remaining
REVENUES:					
Court Security		12,000	2,126	9,874	82%
Court Technology		16,000	2,839	13,161	82%
Seatbelt Fees		3,000	870	2,130	71%
Child Safety		2,000	2,330	(330)	-17%
Online Access Fees		18,000	-	18,000	100%
Interest		36,000	22	35,978	#REF!
TOTAL REVENUE:		87,000	8,188	78,812	91%
EXPENDITURES:					
Supplies		6,000	234	5,766	96%
Maintenance		6,000	-	6,000	100%
Services		22,350	5,592	16,758	75%
Capital Outlay		5,000	-	5,000	100%
TOTAL EXPENDITURES:		39,350	5,827	33,523	245%



Town of Northlake
HOTEL OCCUPANCY TAX

Fund:	110	Adopted Budget	Actual As of 12/31	Variance As of 12/31	Percent Remaining
REVENUES:					
Taxes / Fees & Fines		480,000	75,567	404,433	84%
Other Revenue:		10,805	9,445	1,360	13%
TOTAL REVENUE:		490,805	85,012	405,793	83%
EXPENDITURES:					
Payroll & Benefits		77,727	20,368	57,359	74%
Services		55,600	2,880	52,720	95%
Internal Services		4,800	-	4,800	100%
Capital Outlay		-	1,755,468	(1,755,468)	NA
TOTAL EXPENDITURES:		138,127	1,778,716	(1,640,589)	NA



Town of Northlake
ECONOMIC DEVELOPMENT CORPORATION

Fund: 130

	Adopted Budget	Actual As of 12/31	Variance As of 12/31	Percent Remaining
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REVENUES:

Taxes / Fees & Fines	375,000	57,975	317,025	85%
Interest	650	16	634	98%
Other Revenue:	22,000	100	21,900	100%
TOTAL REVENUE:	397,650	58,091	339,559	85%

EXPENDITURES:

Payroll & Benefits	60,791	7,796	52,994	87%
Supplies	1,986	7	1,980	100%
Maintenance	3,250	811	2,439	75%
Services	66,250	3,712	62,538	94%
Internal Services	5,950	-	5,950	100%
Incentives	25,000	-	25,000	100%
Transfers	30,000	-	30,000	100%
TOTAL EXPENDITURES:	193,227	12,326	180,901	94%



Town of Northlake
COMMUNITY DEVELOPMENT CORPORATION

Fund: 131

	Adopted Budget	Actual As of 12/31	Variance As of 12/31	Percent Remaining
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REVENUES:

Taxes / Fees & Fines	375,000	57,975	317,025	85%
Interest	650	6	644	99%
Other Revenue:	22,000	100	21,900	100%
TOTAL REVENUE:	397,650	58,081	339,569	85%

EXPENDITURES:

Payroll & Benefits	60,791	7,796	52,994	87%
Supplies	1,986	7	1,980	100%
Maintenance	3,250	811	2,439	75%
Services	66,250	3,757	62,493	94%
Internal Services	5,950	-	5,950	100%
Incentives	25,000	-	25,000	100%
Transfers	30,000	-	30,000	100%
TOTAL EXPENDITURES:	193,227	12,371	180,856	94%



Town of Northlake
DEBT SERVICE

Fund:	160	Adopted Budget	Actual As of 12/31	Variance As of 12/31	Percent Remaining
REVENUES:					
Taxes / Fees & Fines		901,111	425,619	475,492	53%
Transfers		50,000	-	50,000	100%
Other Revenue		1,200	13	1,187	99%
TOTAL REVENUE:		952,311	425,632	526,679	55%
EXPENDITURES:					
Services		5,206	825	4,381	84%
Debt Service		1,023,906	-	1,023,906	100%
TOTAL EXPENDITURES:		1,029,112	825	1,028,287	100%



Town of Northlake
COST RECOVERY

Fund: 201		Adopted Budget	Actual As of 12/31	Variance As of 12/31	Percent Remaining
REVENUES:					
Cost Recovery Fees		200,000	192,778	7,222	4%
Other Revenue:		-	370	(370)	NA
TOTAL REVENUE:		200,000	193,149	6,851	3%



Town of Northlake
WATER IMPACT FEES - NORTH

Fund: 202		Adopted Budget	Actual As of 12/31	Variance As of 12/31	Percent Remaining
REVENUES:					
Water Impact Fees		400,000	320,708	79,292	20%
Other Revenue:		1,700	0	1,700	100%
TOTAL REVENUE:		401,700	320,708	80,992	20%
EXPENSES:					
Services		100,000	195,505	(95,505)	-96%
TOTAL EXPENSES:		100,000	195,505	(95,505)	-96%



Town of Northlake
WATER CAPITAL PROJECTS

Fund:	203	Adopted Budget	Actual As of 12/31	Variance As of 12/31	Percent Remaining
REVENUES:					
Interest		-	44,596	(44,596)	NA
TOTAL REVENUE:		-	44,596	(44,596)	NA
EXPENSES:					
Services		5,300	4,005	1,295	24%
Capital Outlay		10,850,000	523,657	10,326,343	95%
Debt Payments		30,581	-	30,581	100%
TOTAL EXPENSES:		10,885,881	527,662	10,358,219	95%



Town of Northlake
WATER IMPACT FEES - SOUTH

Fund: 204		Adopted Budget	Actual As of 12/31	Variance As of 12/31	Percent Remaining
REVENUES:					
Water Impact Fees		200,000	31,564	168,436	84%
Sewer Impact Fees		50,000	135,251	(85,251)	-171%
Other Revenue:		1,700	8,864	(7,164)	-421%
TOTAL REVENUE:		251,700	175,679	76,021	30%
EXPENSES:					
Services		322,000	32,771	289,229	90%
TOTAL EXPENSES:		322,000	32,771	289,229	90%



Town of Northlake
CAPITAL PROJECTS

Fund:	301	Adopted Budget	Actual As of 12/31	Variance As of 12/31	Percent Remaining
REVENUES:					
Other Revenue:		-	16,969	(16,969)	NA
TOTAL REVENUE:		-	16,969	(16,969)	NA
EXPENDITURES:					
Services		-	58,955	(58,955)	NA
Capital Outlay		900,000	49,999	850,001	94%
TOTAL EXPENDITURES:		900,000	108,954	791,046	88%



Town of Northlake
TECHNOLOGY SERVICES FUND

Fund: 504

	Adopted Budget	Actual As of 12/31	Variance As of 12/31	Percent Remaining
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REVENUES:

Mayor & Council	9,000	-	9,000	100%
Administration-GF	16,500	-	16,500	100%
Town Secretary	6,900	-	6,900	100%
Municipal Courts	22,100	-	22,100	100%
Development	9,000	-	9,000	100%
Police	65,000	-	65,000	100%
Public Works	18,000	-	18,000	100%
Administration-HOT	2,000	-	2,000	100%
Administration-EDC	3,850	-	3,850	100%
Administration-CDC	3,850	-	3,850	100%
Administration-WS Fund	5,500	-	5,500	100%
Utility Department	20,800	-	20,800	100%

TOTAL REVENUE:	182,500	-	182,500	100%
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EXPENSES:

Maintenance	16,000	-	16,000	100%
Utilities	31,000	6,433	24,567	79%
Services	111,000	14,754	96,246	87%
Capital Outlay	50,000	1,998	48,003	96%

TOTAL EXPENSES:	208,000	23,185	184,815	89%
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Town of Northlake
EQUIPMENT SERVICES FUND

Fund:	505	Adopted Budget	Actual As of 12/31	Variance As of 12/31	Percent Remaining
REVENUES:					
Equip. Service Revenue-PD		150,000	-	150,000	100%
Equip. Service Revenue-PW		50,000	-	50,000	100%
Equip. Service Revenue-Utilities		100,000	-	100,000	100%
Equip. Service Revenue-Dev		12,000	-	12,000	100%
Sale of Equipment Proceeds		11,000	-	11,000	100%
Interest		500	48	452	90%
TOTAL REVENUE:		323,500	48	323,452	100%
EXPENSES:					
Maintenance		14,000	2,039	11,961	85%
Capital Outlay		287,350	16,999	270,351	94%
TOTAL EXPENSES:		301,350	19,038	282,312	94%



Town of Northlake
BUILDING SERVICES FUND

Fund: 506

	Adopted Budget	Actual As of 12/31	Variance As of 12/31	Percent Remaining
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REVENUES:

Interest Income	-	70	(70.32)	NA
Mayor & Council	22,500	-	22,500.00	100%
Administration-GF	28,100	-	28,100.00	100%
Town Secretary	11,200	-	11,200.00	100%
Municipal Courts	33,700	-	33,700.00	100%
Development	14,000	-	14,000.00	100%
Police	157,500	-	157,500.00	100%
Public Works	50,700	-	50,700.00	100%
Administration-HOT	2,800	-	2,800.00	100%
Administration-EDC	2,850	-	2,850.00	100%
Administration-CDC	2,850	-	2,850.00	100%
Administration-WS Fund	16,900	-	16,900.00	100%
Utility Department	61,900	-	61,900.00	100%
Court Security	-	-	-	NA
TOTAL REVENUE:	405,000	70	404,930	100%

EXPENSES:

Rent	328,156	36,776	291,381	89%
Supplies	3,100	955	2,145	69%
Maintenance	8,000	1,220	6,780	85%
Utilities	15,000	2,925	12,075	80%
Services	84,552	5,065	79,487	94%
Capital Outlay	675,000	5,496	669,504	99%
TOTAL EXPENSES:	1,113,808	52,437	1,061,371	95%



Regular Meeting

Agenda Item 4



Public Input

Agenda Item 5



Regular Items

Agenda Item 6

NORTHLAKE MAYOR AND COUNCIL COMMUNICATION

DATE: JANUARY 23, 2020

REF #: ACTION ITEM

SUBJECT: PROPOSED REVISIONS TO COUNCIL RULES OF ORDER AND PROCEDURE



GOALS/OBJECTIVES:

- Operate Efficiently and Effectively (Council Goal)
- Align with generally accepted council operations (Mayor Goal)

BACKGROUND INFORMATION:

Rules and procedures have been established by Northlake Council for the efficient and effective scheduling and operation of council meetings and provide expectations as to roles and responsibilities. In some cases, necessary changes can hinder efficient operations. Mayor Rettig would like Council to consider some revisions to address some of past changes to the rules and procedure.

- Current Council Rules and Procedure
 - Council meetings end at 9:30 pm or with a vote at 10:00 pm
 - Requires posted majority vote to cancel meeting on second Thursday of the month
 - Council meeting on the fourth Thursday of the month may be cancelled by the Mayor after the Mayor contacts at least three councilors seven days prior to meeting unless two councilors indicate they oppose cancelation
 - State law requires councils meet once a month at minimum
 - Any article or publication by Mayor or any Councilor must have Council consent

COUNCIL POLICY (PROPOSED CHANGE):

- Council meetings start at 6:30 pm with an undefined end time but Council action may end meeting at any time
- Provide Mayor flexibility to cancel meeting as necessary but hold meeting at least monthly
- Mayor requests autonomy to submit articles without Council approval

**TOWN OF NORTHLAKE
RESOLUTION NO. 20-1**

**A RESOLUTION OF THE TOWN OF NORTHLAKE, TEXAS ADOPTING AMENDMENTS TO
CERTAIN PORTIONS OF THE TOWN COUNCIL RULES OF ORDER AND PROCEDURE; AND
PROVIDING AN EFFECTIVE DATE.**

WHEREAS, the Town Council has previously adopted and amended the Rules of Order and Procedure providing rules for conducting Town business and procedures for meetings pursuant to Town of Northlake Code of Ordinances, Section 1.02.001; and

WHEREAS, the Town Council has determined that it is advisable to amend and revise its Rules of Order and Procedure as set out herein:

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

SECTION 1.

The Town Council Rules of Order and Procedure as previously adopted and amended by the Town Council are amended by replacing Section 2.1.c. thereof with the following, so that hereafter, said Section 2.1.c shall read as follows:

2.1. REGULAR MEETINGS

Consistent with the Town of Northlake Code of Ordinances, Section 1.02.001, regular meetings of the Town Council shall be held on the second and fourth Thursdays of each month. The meetings are held in the Town Hall and begin at 6:30 pm.

c. Cancellation of Meetings

When the day for any regular meeting falls on a legal holiday, the regularly scheduled meeting for such day shall be deemed canceled unless other specified by the Mayor. At other times, when the Mayor deems appropriate, a regular meeting may be cancelled as provided as per Section 2.3 of these Rules. Regardless of cancellations, a regular meeting must be held at least once per month.

SECTION 2.

The Town Council Rules of Order and Procedure as previously adopted and amended by the Town Council are amended to delete Section 3.6 STANDARD ADJOURNMENT.

SECTION 3.

The Town Council Rules of Order and Procedure as previously adopted and amended by the Town Council are amended to delete Section 7.12 PUBLICATIONS ON BEHALF OF THE TOWN.

SECTION 4.

The amendments adopted herein shall be effective immediately upon passage.

PASSED AND APPROVED ON THE 23rd DAY OF JANUARY 2020

Town of Northlake, Texas

David A. Rettig, Mayor

Attest:

Shirley Rogers, Town Secretary

**TOWN OF NORTHLAKE, TEXAS
RESOLUTION NO. 20-2**

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF NORTHLAKE, TEXAS, AUTHORIZING AND CALLING A GENERAL MUNICIPAL ELECTION TO BE HELD ON SATURDAY, MAY 2, 2020 FOR THE PURPOSE OF ELECTING THREE CITIZENS TO PLACES 1, 2 & 3; AUTHORIZING THE NOTICE OF ELECTION; AUTHORIZING A JOINT ELECTION WITH OTHER DENTON COUNTY POLITICAL SUBDIVISIONS; AUTHORIZING THE TOWN ADMINISTRATOR TO ENTER INTO A CONTRACT WITH DENTON COUNTY, TEXAS FOR ELECTION SERVICES; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the general election for the Town of Northlake, as set forth by the Texas Election Code, is required to be held on May 2, 2020, at which time the voters will elect three citizens to Town Council: Places 1, 2 & 3; and

WHEREAS, in accordance with Section 271.002 of the Texas Election Code, the Town election will be conducted jointly with other political subdivisions of Denton County, Texas.

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

SECTION 1. The facts and recitations contained in the above preamble of this Resolution are hereby incorporated herein for all purposes.

SECTION 2. The Town Council hereby calls and orders a general municipal election to be held on Saturday, the 2nd day of May 2020 between the hours of 7:00 am and 7:00 pm for the purpose of electing three citizens to serve on the Town Council, Places 1, 2 & 3 from May 2020 until May 2022, or until their successors are duly elected and qualified.

SECTION 3. The election will be conducted jointly with other political subdivisions in Denton County on Saturday, May 2, 2020, pursuant to Sections 31 and 271, Texas Election Code.

SECTION 4. All election officials, including the Early Voting Clerk shall be the officials appointed to such positions by Denton County and to the extent required by law, are hereby so appointed.

SECTION 5. Early voting by personal appearance will be held jointly with other Denton County public entities at Denton County's Main Early Voting Site located at the Denton County Elections Office in Denton, Texas beginning on Monday, April 20, 2020 and continuing through Tuesday, April 28, 2020 at the times set forth below:

**Denton County Elections Office, Joseph A. Carroll Building
701 Kimberly Drive Denton Texas 76208**

<u>Date</u>	<u>Time</u>
Monday through Friday April 20, 2020– April 24, 2020	8:00 a.m. – 5:00 p.m.
Saturday, April 25, 2020	8:00 a.m. – 5:00 p.m.
Monday and Tuesday April 27, 2020 – April 29, 2020	7:00 a.m. – 7:00 p.m.

Branch offices for early voting by personal appearance may also be established as outlined in the contract for joint election and election services between the Town of Northlake and Denton County.

SECTION 6. Any eligible Denton County Registered Voter may cast their vote at any of the additional early voting locations. Please go to elections.dentoncounty.com for the latest early voting locations.

SECTION 7. The Denton County Election Administrator is hereby appointed to serve as the Early Voting Clerk and the Election Administrator's permanent county employees are appointed as deputy early voting clerks.

Applications for ballot by mail shall be mailed to:

Frank Phillips, Early Voting Clerk
P.O. Box 1720
Denton, TX 76202

Applications for ballots by mail must be received no later than the close of business on Tuesday, April 20, 2020.

SECTION 8. The election shall be conducted pursuant to the election laws of the State of Texas and in accordance with the Constitution of the State of Texas.

SECTION 9. This resolution shall be construed with any action of the Denton County Commissioners Court providing for the conduct of a joint election with other public entities as herein contemplated.

SECTION 10. The contract for a joint election and election services between the Town of Northlake and Denton County which is incorporated herein for all purposes is hereby approved. The Town Administrator is hereby authorized to execute the contract for a joint election and election services with Denton County as the authorized representative of the Town. In the event of a conflict between this Resolution and the contract, the contract shall control.

SECTION 11. The Town Secretary is hereby authorized and directed to file, publish and/or post, in the time and manner prescribed by law, all notices required to be so filed, published and/or posted in connection with the conduct of this election.

SECTION 12. The Mayor and the Town Secretary, in consultation with the Town Attorney, are hereby authorized and directed to take any and all actions necessary to comply with the provisions of federal and state law in carrying out and conducting the election, whether or not expressly authorized herein.

SECTION 13. This resolution shall be effective immediately upon adoption.

**DULY PASSED AND APPROVED BY THE TOWN COUNCIL OF THE TOWN OF
NORTHLAKE, TEXAS, ON THIS THE 23rd DAY OF JANUARY 2020**

Town of Northlake, Texas

David Rettig, Mayor

ATTEST:

Shirley Rogers, Town Secretary

NORTHLAKE MAYOR AND COUNCIL COMMUNICATION

DATE: JANUARY 23, 2020

REF. DOC.: RESOLUTION 20-3

SUBJECT: JOINT RESOLUTION OF CITY OF JUSTIN AND TOWN OF NORTHLAKE
SUPPORTING TXDOT TECHNICAL ALIGNMENTS OF FM 407 & 1171



GOALS/OBJECTIVES:

- Control our Own Destiny (Council Goal)
- Systematically Invest in Infrastructure; Maintain and improve public roadways (Council Goal)

BACKGROUND INFORMATION:

On January 2, 2020, representatives from Justin and Northlake met to discuss alignments of FM 407 and FM 1171. Representing Northlake were Mayor Rettig, Mayor Pro Tem Montini and Councilor Hardeman. The Mayor and Mayor Pro Tem of Justin represented Justin; an additional Justin councilor was unable to attend. After an hour-and-a-half discussion, the group agreed to wording supporting the technical alignments of two Farm-to-Market roads, 407 and 1171.

Key Principles of Agreement between Justin and Northlake

- Grade-separated crossings at BNSF RR
- Traffic relief of existing FM 407
- Expedite funding and construction of segments between IH-35W and FM 156
- Minimize impact to residents along proposed routes

COUNCIL POLICY RECOMMENDATION:

- Support resolution to expedite funding and construction of FM 407 and FM 1171

JOINT RESOLUTION

FARM-TO-MARKET 407 AND 1171 IMPROVEMENT PROJECT JOINT SUPPORT FOR ALIGNMENT AND SCOPE

WHEREAS, the City of Justin is a general law city lying and being situated within the County of Denton, State of Texas; and,

WHEREAS, the Town of Northlake is a general law city lying and being situated within the County of Denton, State of Texas; and,

WHEREAS, the Texas Department of Transportation (TXDOT) is a Texas state agency responsible for the construction, maintenance and improvement of the State's major thoroughfares including Farm-to-Market roads; and,

WHEREAS, the City of Justin and the Town of Northlake desire and support the improvement, expansion and construction of east-west transportation corridors through both municipalities, specifically Farm-to-Market Roads 407 and 1171; and,

WHEREAS, FM 407 and 1171 are major thoroughfares that provide and will provide mobility and access to both the City of Justin and Town of Northlake which are each experiencing unprecedented growth, particularly at the intersections of the north-south corridors, FM 156 and IH-35W; and,

WHEREAS, the City of Justin and the Town of Northlake desire and support that Farm-to-Market Roads 407 and 1171 be grade-separated from the BNSF Railroad for the timely arrival of emergency personnel to all areas of both municipalities; and,

WHEREAS, the City of Justin and the Town of Northlake desire and support that Farm-to-Market Roads 407 and 1171 minimize the impact to existing residents and property owners along the proposed routes; and,

WHEREAS, on March 21, 2019, TXDOT held a public input meeting to seek input for various potential alignments of FM 407; and,

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1.

The City of Justin and the Town of Northlake agree and support the immediate improvement and realignment of Farm-to-Market Roads 407 and 1171 from Interstate 35W west to FM 156.

Section 2.

The City of Justin and the Town of Northlake agree and support the alignment of FM 407 to follow the technically preferred route as proposed by TXDOT design consultants, Civil and Associates.

Section 3.

The City of Justin and the Town of Northlake agree and support a six-lane divided road section from Interstate 35W to FM 156 and an undivided four-lane section west of FM 156 with the minimal amount of right-of-way necessary as recommended by TXDOT design consultants.

Section 4.

The City of Justin and the Town of Northlake agree and support the alignment of FM 1171 to follow the technically preferred route as proposed by TXDOT design consultants, Teague Nall Perkins.

Section 5.

The City of Justin and the Town of Northlake encourage TXDOT and other state and local leaders to support the improvement and expansion of FM 407 and 1171 as much needed relief for mobility and access in the region.

Section 6.

This Resolution shall become effective from and after its date of passage.

DULY RESOLVED by the City Council of the City of Justin, Texas, on this the **27th** day of **January 2020**.

City of Justin, Texas

Alan Woodall, Mayor

ATTEST:

Brittany Andrews, City Secretary

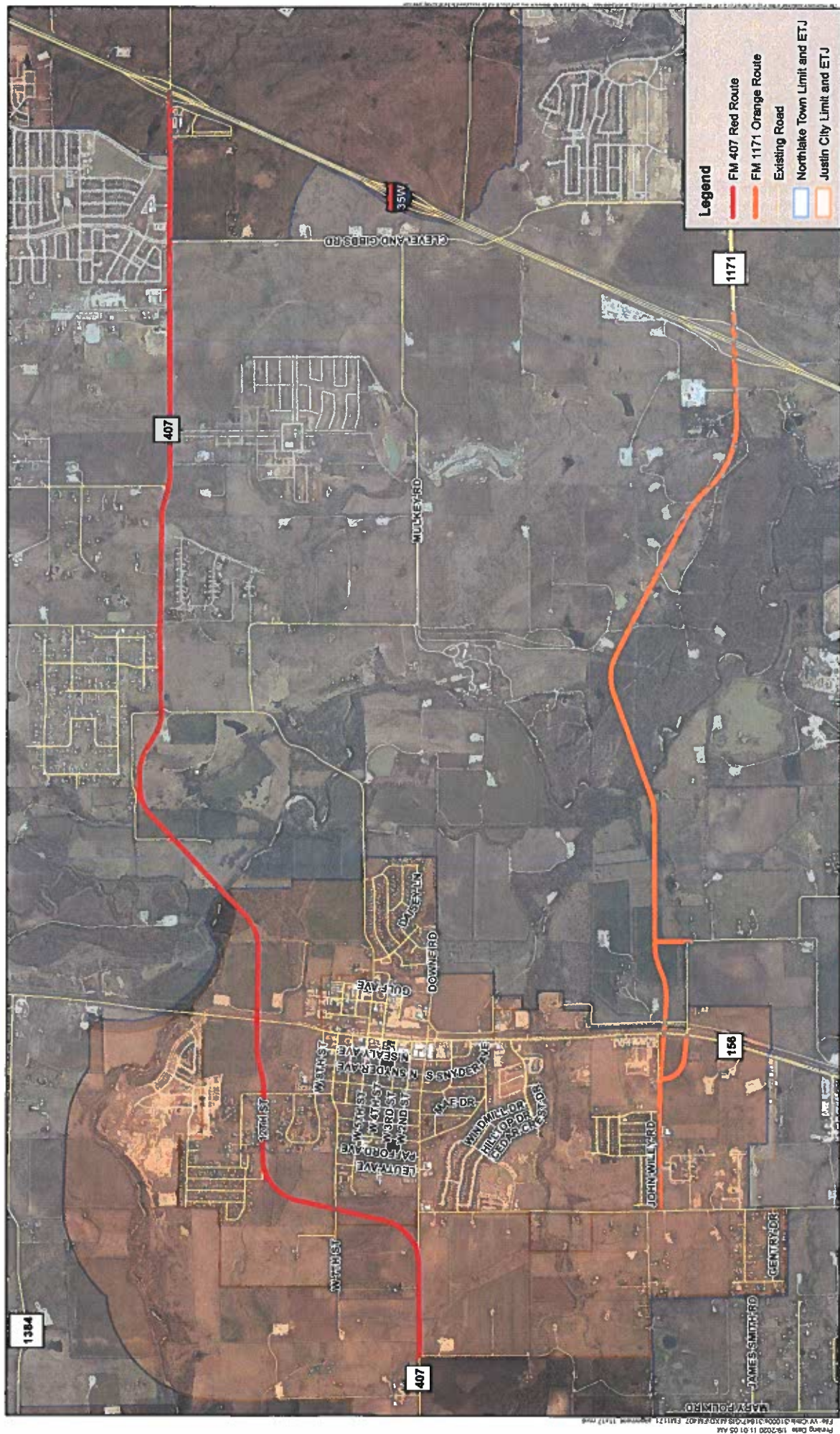
DULY RESOLVED by the Town Council of the Town of Northlake, Texas, on this the **23rd** day of **January 2020**.

Town of Northlake, Texas

David A. Rettig, Mayor

ATTEST:

Shirley Rogers, Town Secretary



4000 Fossil Creek Blvd
Fort Worth, TX 76137
817.847.1422

The Town of Northlake
FM 407 and FM 1171 Extensions

AVO: 31647

0 1,000 2,000 Feet
1 in. = 2,000 ft.



Memo

To: Honorable Mayor and Town Council
From: Nathan Reddin, Development Director
CC: Drew Corn, Town Administrator
Shirley Rogers, Town Secretary
Date: January 23, 2020
Re: Final Plat for Harvest Meadows Phase 5 (FP-19-016)

Purpose: To consider approval of a Final Plat of Harvest Meadows Phase 5, a subdivision consisting of 220 single-family lots and 6 non-residential/open space lots within the extraterritorial jurisdiction of the Town of Northlake on a 56.795-acre tract of land in the Patrick Rock Survey, Abstract No. 1063, located on the south side of Old Justin Road approximately 700 feet west of Cleveland-Gibbs Road.

Owner/Applicant/Developer: Harvest Meadows Phase 5, LLC

Engineer/Surveyor: Jones & Carter, Inc.

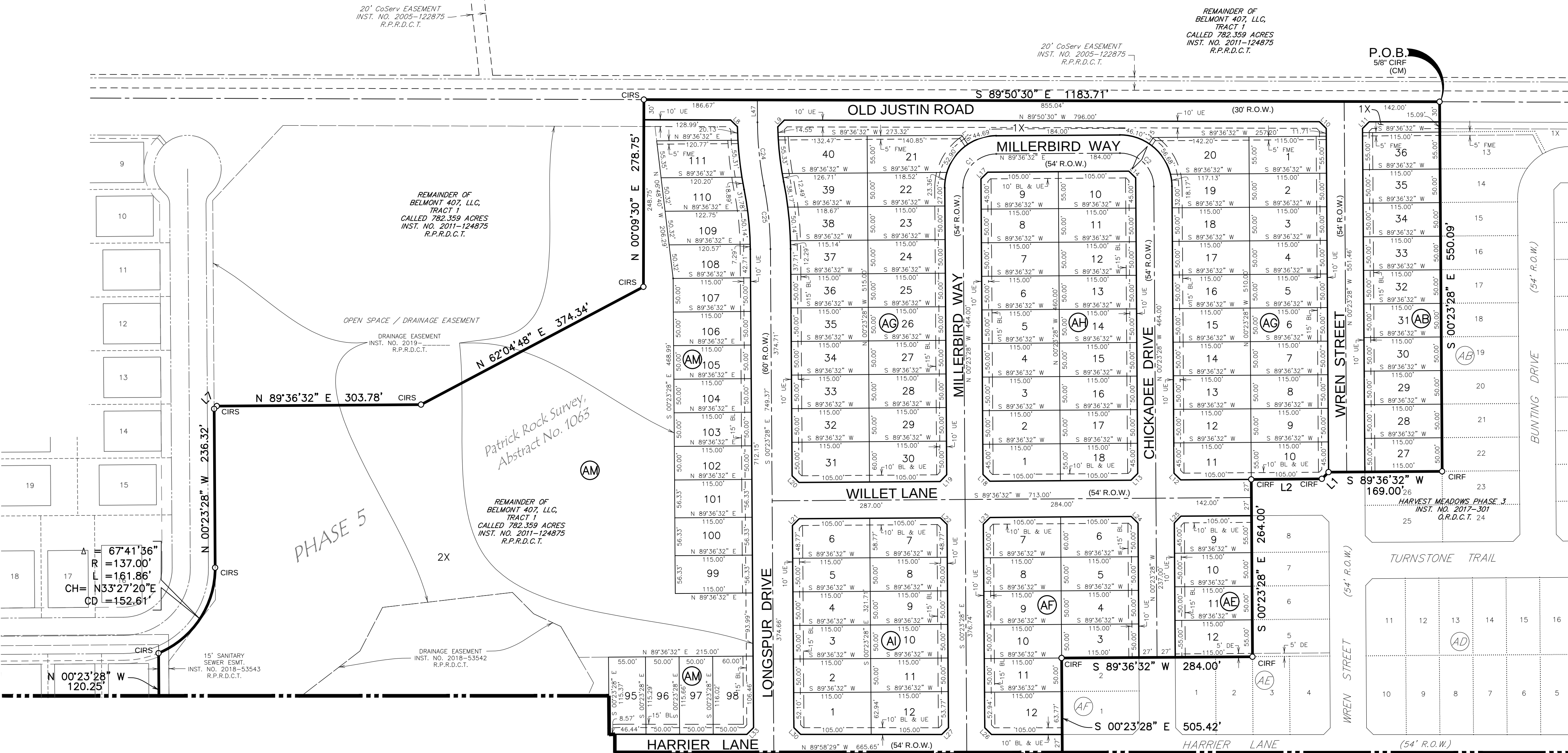
Background: The location of this plat was incorporated into the Harvest development with the acquisition of the Thompson and McGee tracts by the developer and the subsequent approval by Town Council of the First Amendment to the Third Amended and Restated Development Agreement which made it subject to the same standards, including the Harvest Development Code, as the remainder of the Harvest development. This part of Harvest is referred to as Harvest Meadows. A preliminary plat was approved for Harvest Meadows Phases 4 & 5 on August 10, 2017.

Staff Analysis: The applicant has provided a final plat application in accordance with requirements of the Harvest Development Agreement (DA) and the Subdivision Ordinance in place at the time of the agreement. The final plat is comprised of 220 residential lots and 6 open space lots. The “nonresidential/open space lots” are lots dedicated for open space and amenities to be owned and maintained by the homeowners association, Fresh Water Supply District, and/or public improvement district as applicable.

The final plat is consistent with the approved preliminary plat except for the addition of lots on the west side of Longspur Drive, north of Harrier Lane. The added lots still fall well within the maximum number of lots allowed, and the amount of open space provided still exceeds the minimum per the Harvest DA. The entire area of this final plat is within Zone 2 as identified in the Harvest Development Code, and this plat meets or exceeds the development standards outlined in the code with regard to density and lot dimensions. Construction plans for water, sewer, streets and storm drainage have been reviewed by staff and found acceptable for approval.

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

LINE TABLE		
LINE	BEARINGS	DISTANCE
L1	S 44°36'32" W	14.14
L2	S 89°36'32" W	105.00
L3	N 89°36'32" E	5.00
L4	S 89°36'32" W	33.17
L5	S 00°23'28" E	54.00
L6	S 89°36'32" W	7.45
L7	N 44°36'32" E	5.86
L8	N 45°13'21" W	14.24
L9	S 44°44'28" W	14.04
L10	S 45°00'59" E	14.21
L11	N 44°53'01" E	14.09
L12	N 45°23'28" W	14.14
L13	S 44°36'32" W	14.14
L14	S 45°23'28" E	14.14
L15	N 33°54'44" E	11.37
L16	N 33°38'49" E	15.28
L17	N 44°36'32" E	14.14
L18	N 45°23'28" W	14.14
L19	S 44°36'32" W	14.14
L20	N 45°23'28" W	14.14
L21	N 44°36'32" E	14.14
L22	S 45°23'28" E	14.14
L23	N 44°36'32" E	14.14
L24	S 45°23'28" E	14.14
L25	N 44°36'32" E	14.14
L26	N 45°10'59" W	14.19
L27	S 44°49'01" W	14.09
L28	N 44°49'01" E	14.09
L29	S 45°10'59" E	14.19
L30	N 45°10'59" W	14.19
L31	N 44°49'01" E	14.09
L32	S 45°10'59" E	14.19
L33	S 44°49'01" W	14.09
L34	S 30°23'35" W	14.60
L35	N 89°36'32" E	7.45
L36	N 53°52'21" W	14.53
L37	S 33°03'51" W	14.47
L38	N 10°37'45" W	53.74
L39	N 45°08'27" W	14.20
L40	S 44°51'53" W	14.09
L41	S 44°36'32" W	14.14
L42	S 45°23'28" E	14.14
L43	N 45°23'28" W	14.14
L44	N 44°36'32" E	14.14
L45	S 55°24'47" W	14.47
L46	N 53°22'08" W	13.89
L47	S 00°23'28" E	33.45
L48	S 56°41'10" E	14.92
L49	S 43°58'00" W	13.98
L50	S 44°36'32" E	14.14
L51	S 44°36'32" W	34.72
L52	S 44°48'04" E	2.33



MATCHLINE SEE SHT. 2 OF 3

FINAL PLAT
OF
HARVEST MEADOWS PHASE 5

LOTS 16X & 9-16, BLOCK Z, LOTS 1X & 27-36, BLOCK AB
LOTS 9-12, BLOCK AE, LOTS 3-12, BLOCK AF,
LOTS 1X & 1-40, BLOCK AG, LOTS 1-18, BLOCK AH,
LOTS 1-12, BLOCK AI, LOTS 1X & 1-18, BLOCK AJ,
LOTS 1X & 1-18, BLOCK AK,
LOTS 2X, & 63-111, BLOCK AM, LOTS 1-16, BLOCK AN,
AND LOTS 1-17, BLOCK AO

BEING 56.795 ACRES
SITUATED IN THE
PATRICK ROCK SURVEY, ABSTRACT NO. 1063
IN THE
ETJ OF TOWN OF NORTHLAKE, DENTON COUNTY, TEXAS
226 LOTS BY USE
(220 RESIDENTIAL, AND 6 NON-RESIDENTIAL/OPEN SPACE LOTS)

JANUARY 2020

LEGEND	
POB	POINT OF BEGINNING
CM	CONTROL MONUMENT
R.O.W.	RIGHT OF WAY
VOL.	VOLUME
PG.	PAGE
ESMT	EASEMENT
IRF	IRON ROD FOUND
CIRF	CAPPED IRON ROD FOUND
CIRS	5/8" CAPPED IRON ROD WITH YELLOW CAP STAMPED "JONES CARTER" SET FOR CORNER BUILDING LINE
BL	UTILITY EASEMENT
UE	SANITARY SEWER EASEMENT
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WLE	NON-RADIAL LOT
NR	DEED RECORDS, DENTON COUNTY, TEXAS
D.R.D.C.T	REAL PROPERTY RECORDS, DENTON COUNTY, TEXAS
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C.C.F.	WALL MAINTENANCE EASEMENT
WME	VISIBILITY, ACCESS, & MAINTENANCE EASEMENT
FME	FENCE MAINTENANCE EASEMENT
⬆	DENOTES CHANGE IN STREET NAME
Ⓐ	BLOCK LETTER

CURVE TABLE					
CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING	DELTA ANGLE
C1	50.00'	78.54'	70.71'	S 44°36'32" W	90°00'00"
C2	50.00'	78.54'	70.71'	N 45°23'28" W	90°00'00"
C3	500.00'	117.39'	97.61'	S 89°36'32" W	13°27'06"
C4	375.00'	91.32'	81.09'	N 83°08'00" E	13°57'10"
C5	500.00'	89.34'	89.23'	S 05°30'37" E	10°14'17"
C6	50.00'	78.90'	70.87'	S 44°49'01" W	90°24'59"
C7	400.00'	73.76'	73.66'	S 84°49'36" W	10°33'58"
C8	375.00'	65.88'	65.79'	N 84°34'35" E	10°03'54"
C9	375.00'	123.08'	122.43'	S 02°47'38" E	18°48'19"
C10	500.00'	164.11'	163.37'	N 09°47'38" W	18°48'19"
C11	23.00'	36.30'	32.64'	S 44°49'01" W	90°24'59"
C12	23.00'	36.13'	32.53'	S 44°36'32" W	90°00'00"
C13	50.00'	78.54'	70.71'	S 44°36'32" W	90°00'00"
C14	50.00'	22.55'	22.36'	S 76°58'10" E	25°50'31"
C15	50.00'	123.64'	94.46'	N 45°06'35" E	141°41'02"
C16	50.00'	22.55'	22.36'	N 12°48'40" W	25°50'31"
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C25	500.00'	94.90'	84.76'	N 08°49'43" W	10°52'30"

LAND USE TABLE		
LAND USE	ACREAGE	LOTS
RESIDENTIAL (50' x 115' TYPICAL)	32.718	220
HOA/OPEN SPACE	11.603	6
STREET - ROW	12.474	-
TOTAL	56.795	226



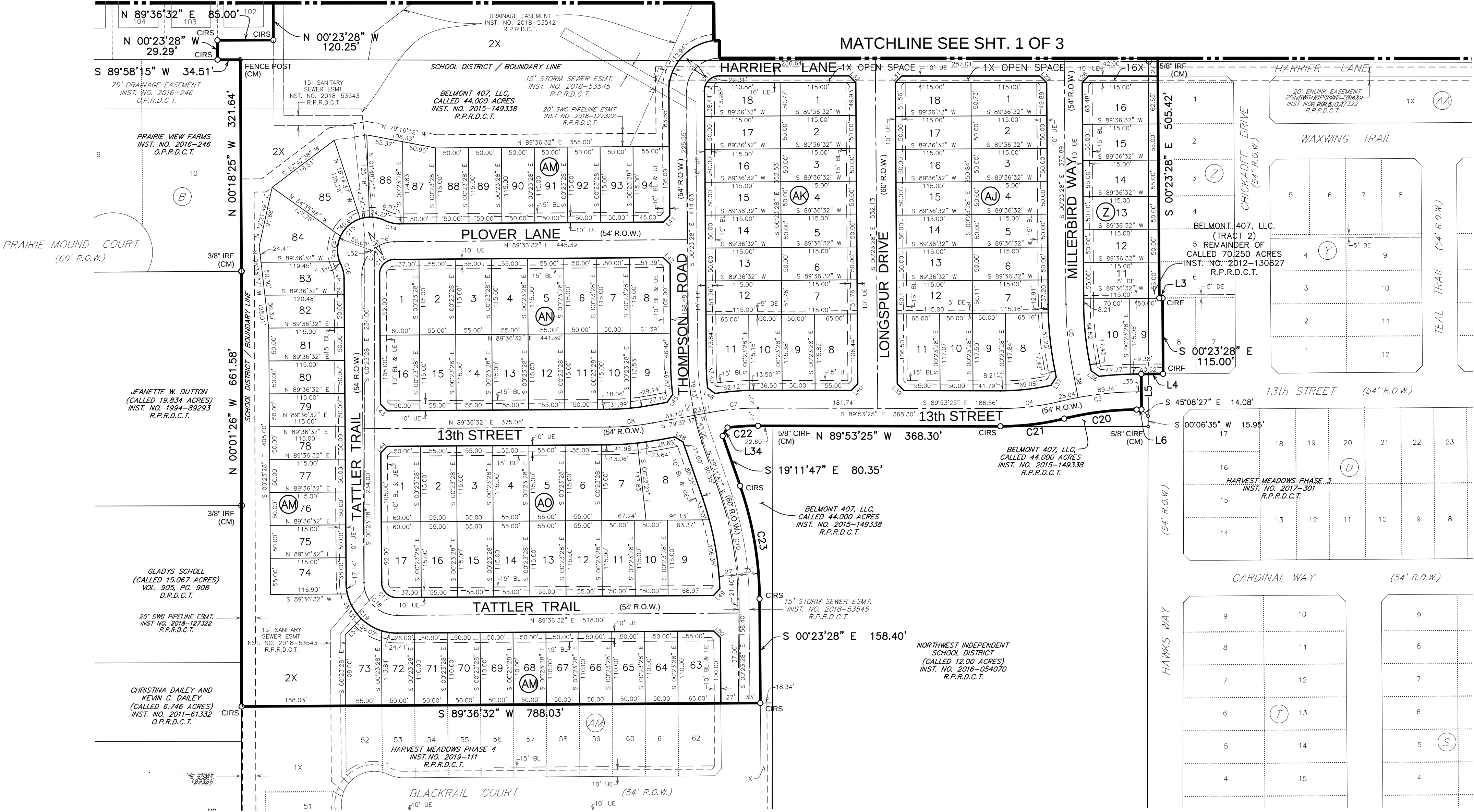
DEVELOPER / OWNER:
HARVEST MEADOWS
PHASE 5, LLC
3000 TURTLE CREEK BLVD.
DALLAS, TEXAS 75219
PHONE: (972) 201-2800

ENGINEER / SURVEYOR:
JONES CARTER
Texas Board of Professional Engineers Registration No. F-439
6509 Windcrest Drive, Suite 600 Plano, Texas 75024
972.488.3880
Texas Board of Professional Land Surveying Registration No. 100461-03
Contact: Bryan Kennedy, E-mail: bkenney@jonescarter.com

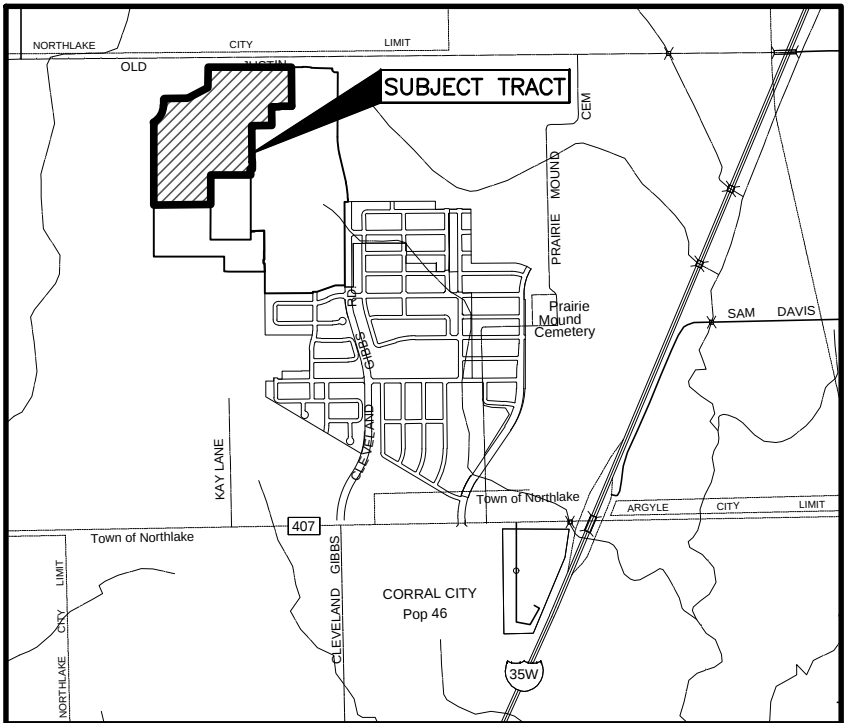
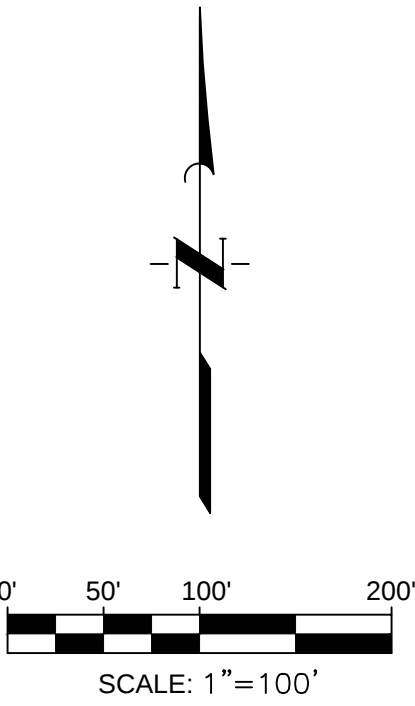
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C23	533.00'	174.34'	174.15'	S 09°47'58" E	18°48'19"
C24	500.00'	94.80'	94.78'	S 05°49'43" E	10°52'30"
C25	500.00'	94.90'	94.78'	N 05°49'43" W	10°52'30"



- GENERAL NOTES:
- Bearings are based on the Texas State Plane Coordinate System, NAD 83, North Central Zone 4202, per monuments found for the Final Plat of Harvest Phase I, as recorded in Instrument No. 2013-166, R.P.R.D.C.T.
 - All side lot lines are perpendicular or radial to street frontage unless otherwise noted. Not Radial (NR).
 - All lots shown are Single-Family residential unless otherwise indicated.
 - All open spaces to be owned by the Home Owners Association and/or by the Fresh Water Supply District. All open spaces to be maintained by the Home Owners Association, Fresh Water Supply District, and/or the Public Improvement District.
 - All Dedicated Public Roads Will Be Maintained By The Fresh Water Supply District.
 - All side lot and rear building lines to be 5' unless otherwise noted.
 - All drainage easements are to be kept clear of fences, buildings, vegetation, and other obstructions to the operation and maintenance of the drainage facility. All property is required to drain into the drainage easement through an approved drainage structure.
 - No Direct Residential Driveway Access to Old Justin Road is allowed.
 - Maintenance of Detention Basins and Drainage Channels Shown on this plat are the responsibility of the Fresh Water Supply District.
 - All Lots are within Northlake ETJ and are within Zone 2 as identified in the Harvest Development Agreement dated September 27, 2012 and the first amendment thereof dated October 25, 2012. All Setbacks shall conform with the Zone 2 Requirements of Section 5.1 Residential Development Standards Table of Harvest Development Code unless a more Restrictive Setback is identified on the Plat with a Building Line.
 - All floodplain information on this plat is for graphical depiction only, as scaled off of Firm Panel Map #48121C0505G, Revised Dated April 18, 2011 for Denton County, Texas. This property is in Zone X, Areas determined to be outside the 0.2% annual chance floodplain.
 - The Town of Northlake is not responsible for the design, construction, operation, maintenance, or use of any detention basin and associated drainage easements, hereinafter referred to as "improvement," to be developed and constructed by Owner or his successors. Owner will indemnify, defend and hold harmless the Town of Northlake, its officers, employees, and agents from any direct or indirect loss, damage, liability, or expense and attorneys' fees for any negligence whatsoever, arising out of the design, construction, operation, maintenance, condition, or use of the "improvement," including any non-performance of the foregoing. Owner will require any successor in interest to accept full responsibility and liability for the "improvement." All of the above shall be covenants running with the land. It is expressly contemplated that the Owner shall impose these covenants upon Lot 2X Block AM, abutting, adjacent, or served by the "improvement" the full obligation and responsibility of maintaining and operating said "improvement."

FINAL PLAT
OF
HARVEST MEADOWS PHASE 5

LOTS 16X & 9-16, BLOCK Z, LOTS 1X & 27-36, BLOCK AB
LOTS 9-12, BLOCK AE, LOTS 3-12, BLOCK AF,
LOTS 1X & 1-40, BLOCK AG, LOTS 1-18, BLOCK AH,
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LOTS 2X, & 63-111, BLOCK AM, LOTS 1-16, BLOCK AN,
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ETJ OF TOWN OF NORTHLAKE, DENTON COUNTY, TEXAS
226 LOTS BY USE
(220 RESIDENTIAL, AND 6 NON-RESIDENTIAL/OPEN SPACE LOTS)

JANUARY 2020



DEVELOPER / OWNER:
HARVEST MEADOWS
PHASE 5, LLC
3000 TURTLE CREEK BLVD.
DALLAS, TEXAS 75219
PHONE: (972) 201-2800

ENGINEER / SURVEYOR:
JC JONES CARTER
Texas Board of Professional Engineers Registration No. F-439
6509 Windcrest Drive, Suite 600 Plano, Texas 75024
972.488.3880
Texas Board of Professional Land Surveying Registration No. 100461-03
Contact: Bryan Kennedy, E-mail: bkenney@jonescarter.com

OWNER'S CERTIFICATION

STATE OF TEXAS :
COUNTY OF DENTON :

WHEREAS, Belmont 407, LLC, is the owner(s) of part of tract of land situated in the Patrick Rock Survey, Abstract No. 1063, Denton County Texas, being part of a called 44.000 acre tract as described in deed to Belmont 407, LLC, as recorded in Instrument No. 2015-149338 of the Real Property Records of Denton County, Texas (R.P.R.D.C.T.), being part of a remainder of a called 782.359 acre tract as described in deed to Belmont 407, LLC, as recorded in Instrument No. 2011-124875, R.P.R.D.C.T., also being a part of a remainder of a called 70.250 acre tract of land as described in deed to Belmont 407, LLC, recorded in Instrument No. 2012-130827 R.P.R.D.C.T., and being more particularly described as follows:

BEGINNING at a 5/8" iron rod with yellow cap found at the northwest corner of Harvest Meadows Phase 3, an addition to the Town of Northlake, as recorded in Instrument No. 2017-301, R.P.R.D.C.T., and being in the approximate center of Old Justin Road;

THENCE along the west line of said Harvest Meadows Phase 3, the following courses:

- South 00 Degrees 23 Minutes 28 Seconds East, a distance of 550.09 feet to a 5/8" iron rod with cap stamped "Jones Carter" found for corner;
- South 89 Degrees 36 Minutes 32 Seconds West, a distance of 169.00 feet to a 5/8" iron rod with cap stamped "Jones Carter" found for corner;
- South 44 Degrees 36 Minutes 32 Seconds West, a distance of 14.14 feet to a 5/8" iron rod with cap stamped "Jones Carter" found for corner;
- South 89 Degrees 36 Minutes 32 Seconds West, a distance of 105.00 feet to a 5/8" iron rod with cap stamped "Jones Carter" found for corner;
- South 00 Degrees 23 Minutes 28 Seconds East, a distance of 264.00 feet to a 5/8" iron rod with cap stamped "Jones Carter" found for corner;
- South 89 Degrees 36 Minutes 32 Seconds West, a distance of 284.00 feet to a 5/8" iron rod with cap stamped "Jones Carter" found for corner;
- South 00 Degrees 23 Minutes 28 Seconds East, a distance of 505.42 feet to a 5/8" iron rod with cap stamped "Jones Carter" found for corner;
- North 89 Degrees 36 Minutes 32 Seconds East, a distance of 5.00 feet to a 5/8" iron rod with cap stamped "Jones Carter" found for corner;
- South 00 Degrees 23 Minutes 28 Seconds East, a distance of 115.00 feet to a 5/8" iron rod with cap stamped "Jones Carter" found for corner;
- South 89 Degrees 36 Minutes 32 Seconds West, a distance of 33.17 feet to a 5/8" iron rod with cap stamped "Jones Carter" found for corner;
- South 00 Degrees 23 Minutes 28 Seconds East, a distance of 54.00 feet to a 5/8" iron rod with cap stamped "Jones Carter" found for corner;

THENCE departing the west line of said Harvest Meadows Phase 3, over and across said 44.000 acre tract, the following courses:

- South 89 Degrees 36 Minutes 32 Seconds West, a distance of 7.45 feet to a 5/8" iron rod with cap stamped "Jones Carter" set for corner at the beginning of a tangent curve to the left;
- Southwesterly, along said tangent curve to the left having a central angle of 13 Degrees 27 Minutes 06 Seconds, a radius of 473.00 feet, an arc distance of 111.05 feet and a chord bearing and distance of South 82 Degrees 52 Minutes 59 Seconds West, 110.80 feet to a 5/8" iron rod with cap stamped "Jones Carter" set for corner at the beginning of a reverse curve to the right;
- Southwesterly, along said reverse curve to the right having a central angle of 13 Degrees 57 Minutes 10 Seconds, a radius of 402.00 feet, an arc distance of 97.90 feet and a chord bearing and distance of South 83 Degrees 08 Minutes 00 Seconds West, 97.65 feet to a 5/8" iron rod with cap stamped "Jones Carter" set for corner in the north line of a called 12.000 acre tract of land as described in deed to Northwest Independent School District, as recorded in Instrument No. 2016-054070, R.P.R.D.C.T.;

THENCE North 89 Degrees 53 Minutes 25 Seconds West, along the common line between said 44.000 acre tract and said Northwest Independent School District tract, at a distance of 345.71 passing the northwest corner of said 12.000 acre tract, and continuing for a total distance of 368.30 feet to a 5/8" iron rod with cap stamped "Jones Carter" set for corner at the beginning of a tangent curve to the left;

THENCE over and across said 44.000 acre tract, the following courses:

- Southwesterly, along said tangent curve to the left having a central angle of 07 Degrees 07 Minutes 33 Seconds, a radius of 373.00 feet, an arc distance of 46.39 feet and a chord bearing and distance of South 86 Degrees 32 Minutes 49 Seconds West, 46.36 feet to a 5/8" iron rod with cap stamped "Jones Carter" set for corner;
- South 30 Degrees 25 Minutes 35 Seconds West, a distance of 14.60 feet to a 5/8" iron rod with cap stamped "Jones Carter" set for corner;
- South 19 Degrees 11 Minutes 47 Seconds East, a distance of 80.35 feet to a 5/8" iron rod with cap stamped "Jones Carter" set for corner at the beginning of a tangent curve to the right;
- Southeasterly, along said tangent curve to the right having a central angle of 18 Degrees 48 Minutes 19 Seconds, a radius of 533.00 feet, an arc distance of 174.94 feet and a chord bearing and distance of South 09 Degrees 47 Minutes 38 Seconds East, 174.15 feet to a 5/8" iron rod with cap stamped "Jones Carter" set for corner;
- South 00 Degrees 23 Minutes 28 Seconds East, a distance of 158.40 feet to a 5/8" iron rod with cap stamped "Jones Carter" set for corner in the north line of a called 21.130 acre tract as described in deed to Harvest Meadows Phase 4, LLC, as recorded in Instrument No. 2018-62515 R.P.R.D.C.T.;

THENCE South 89 Degrees 36 Minutes 32 Seconds West, along the north line of said 21.130 acre tract, a distance of 788.03 feet to a 5/8" iron rod with cap stamped "Jones Carter" set for corner in the east line of a called 6.746 acre tract of land described in deed to Kevin C. Dailey and Christina Dailey as recorded in Instrument No. 2011-61332, O.P.R.D.C.T.;

THENCE North 00 Degrees 01 Minutes 26 Seconds West, along the west line of said 44.000 acre tract, a distance of 661.58 feet to a 3/8" iron rod found at the southeast corner of Prairie View Farms, an addition to the Town of Northlake, as recorded in Instrument No. 2016-246, O.P.R.D.C.T.,

THENCE North 00 Degrees 18 Minutes 25 Seconds West, along the east line of said Prairie View Farms, a distance of 321.64 feet to a fence post found for a northeast corner of said Prairie View Farms;

THENCE South 89 Degrees 58 Minutes 15 Seconds West, along the north line of said Prairie View Farms, a distance of 34.51 feet to 5/8" iron rod with cap stamped "Jones Carter" set for corner;

THENCE departing the north line of said Prairie View Farms, over and across said remainder of called 782.359 acre tract, the following courses:

- North 00 Degrees 23 Minutes 28 Seconds West, a distance of 29.29 feet to a 5/8" iron rod with cap stamped "Jones Carter" set for corner;
- North 89 Degrees 36 Minutes 32 Seconds East, a distance of 85.00 feet to a 5/8" iron rod with cap stamped "Jones Carter" set for corner;
- North 00 Degrees 23 Minutes 28 Seconds West, a distance of 120.25 feet to a 5/8" iron rod with cap stamped "Jones Carter" set for corner at the beginning of a non-tangent curve to the left;
- Northeasterly, along said non-tangent curve to the left having a central angle of 67 Degrees 41 Minutes 36 Seconds, a radius of 137.00 feet, an arc distance of 161.86 feet and a chord bearing and distance of North 33 Degrees 27 Minutes 20 Seconds East, 152.61 feet to a 5/8" iron rod with cap stamped "Jones Carter" set for corner;
- North 00 Degrees 23 Minutes 28 Seconds West, a distance of 236.32 feet to a 5/8" iron rod with cap stamped "Jones Carter" set for corner;
- North 44 Degrees 36 Minutes 32 Seconds East, a distance of 5.86 feet to a 5/8" iron rod with cap stamped "Jones Carter" set for corner;
- North 89 Degrees 36 Minutes 32 Seconds East, a distance of 303.78 feet to a 5/8" iron rod with cap stamped "Jones Carter" set for corner;
- North 62 Degrees 04 Minutes 48 Seconds East, a distance of 374.34 feet to a 5/8" iron rod with cap stamped "Jones Carter" set for corner;
- North 00 Degrees 09 Minutes 30 Seconds East, a distance of 278.75 feet to a 5/8" iron rod with cap stamped "Jones Carter" set in the approximate center of Old Justin Road;
- South 89 Degrees 50 Minutes 30 Seconds East, along the approximate center of Old Justin Road, a distance of 1183.71 feet to the POINT OF BEGINNING and containing 2,473,974 square feet or 56.795 acres of land more or less.

STATE OF TEXAS :
COUNTY OF DENTON :

Now Therefore, know all men by these presents:

That Belmont 407, LLC, acting herein by and through his (its) duly authorized officer(s), does hereby adopt this plat designating the herein above described property as HARVEST MEADOWS PHASE 5, an addition within the extra-territorial jurisdiction of the Town of Northlake, Texas ("Town"), and does hereby dedicate, in fee simple, to Belmont Fresh Water Supply District No. 1 of Denton County ("District") forever, the easements, streets, rights-of-way and public improvements contained therein. District does hereby dedicate for the public use forever, the easements, the streets, rights-of-way and public improvements contained therein. The streets and alleys, if any, are dedicated for street purposes. The easements, as shown, are dedicated, for the public use forever, for the purposes indicated on this plat. Notwithstanding the foregoing, the District does hereby dedicate to the Town of Northlake, Texas, all water and sanitary sewer improvements contained in the right-of-way and easements as shown on this plat in consideration for the Town's agreement to utilize such improvements to serve property within the District. No buildings, fences, trees, shrubs or other improvements or growths shall be constructed or placed upon, over or across the easements as shown, except that landscape improvements may be placed in landscape easements, if approved by the District. In addition, utility easements may also be used for the mutual use and accommodation of all public utilities desiring to use or using the same unless the easements limits the use to particular utilities, said use by public utilities being subordinate to the public's and Town's use thereof.

Belmont 407, LLC,
a Delaware limited liability company

By: _____

Name: _____

Title: _____

STATE OF TEXAS
COUNTY OF DALLAS

This instrument was acknowledged before me on _____, 20____. By _____ of Belmont 407, LLC, a Delaware limited liability company, on behalf of said limited liability company, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledgement to me that he executed the same for the purpose of and consideration therein expressed, and in the capacity therein stated.

Given my hand and seal of office, this the ____ day of _____, 20____.

Notary Public, State of Texas

My Commission expires : _____

KNOW ALL MEN BY THESE PRESENTS:;

that I, Eduardo Martinez, a Registered Professional Land Surveyor of 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.

Signature: RELEASED FOR REVIEW ONLY. THIS DOCUMENT SHALL NOT BE RECORDED FOR ANY PURPOSE.

Date: _____

STATE OF TEXAS
COUNTY OF DALLAS

BEFORE ME, the undersigned, a Notary Public in and for The State of Texas, on this day personally appeared Eduardo Martinez, known to me to be the person and officer whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purposes and considerations therein expressed and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE this the ____th day of _____, 20____.

Notary Public in and for the State of Texas

APPROVED BY THE NORTHLAKE TOWN COUNCIL ON:

Date

Mayor, Town of Northlake

Town Secretary, Town of Northlake

REVIEWED AND APPROVED BY
BELMONT FRESH WATER SUPPLY DISTRICT NO. 1:

Date

DISTRICT ENGINEER
BELMONT FRESH WATER SUPPLY DISTRICT NO. 1

FINAL PLAT
OF

HARVEST MEADOWS PHASE 5

LOTS 16X & 9-16, BLOCK Z, LOTS 1X & 27-36, BLOCK AB
LOTS 9-12, BLOCK AE, LOTS 3-12, BLOCK AF,
LOTS 1X & 1-40, BLOCK AG, LOTS 1-18, BLOCK AH,
LOTS 1-12, BLOCK AI, LOTS 1X & 1-18, BLOCK AJ,
LOTS 1X & 1-18, BLOCK AK,
LOTS 2X, & 63-111, BLOCK AM, LOTS 1-16, BLOCK AN,
AND LOTS 1-17, BLOCK AO

BEING 56.795 ACRES
SITUATED IN THE
PATRICK ROCK SURVEY, ABSTRACT NO. 1063
IN THE
ETJ OF TOWN OF NORTHLAKE, DENTON COUNTY, TEXAS
226 LOTS BY USE
(220 RESIDENTIAL, AND 6 NON-RESIDENTIAL/OPEN SPACE LOTS)

JANUARY 2020



DEVELOPER / OWNER:
HARVEST MEADOWS
PHASE 5, LLC
3000 TURTLE CREEK BLVD.
DALLAS, TEXAS 75219
PHONE: (972) 201-2800

ENGINEER / SURVEYOR:
J|C JONES | CARTER
Texas Board of Professional Engineers Registration No. F-439
6509 Windcrest Drive, Suite 600 Plano, Texas 75024
972-488-3880
Texas Board of Professional Land Surveying Registration No. 100461-03
Contact: Bryan Kennedy, E-mail: bkennedy@jonescarter.com

JOB No. D160-0028 BAS/EM DWG No. 1855

SHEET 3 OF 3

HARVEST MEADOWS PHASE 5

J|C JONES | CARTER
PLANO, TEXAS

Memo

To: Honorable Mayor and Town Council
From: Nathan Reddin, Development Director
CC: Drew Corn, Town Administrator
Shirley Rogers, Town Secretary
Date: January 23, 2020
Re: Final Plat of Harvest Phase 5 (FP-19-017)

Purpose: To consider approval of a Final Plat of Harvest Phase 5, a subdivision consisting of 47 single-family residential lots and 1 non-residential/open space lot within the extraterritorial jurisdiction of the Town of Northlake on a 12.223-acre tract of land in the Patrick Rock Survey, Abstract No. 1063, located on the north side of Old Justin Road at Cleveland-Gibbs Road.

Owner/Applicant: Belmont 407, LLC

Engineer/Surveyor: Jones & Carter, Inc.

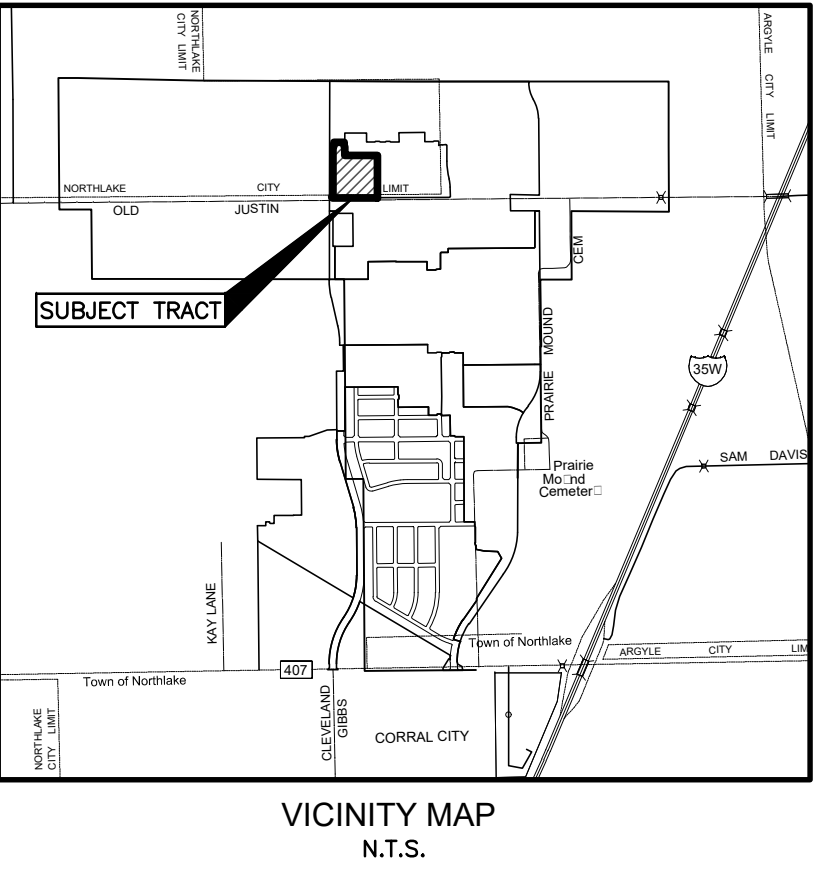
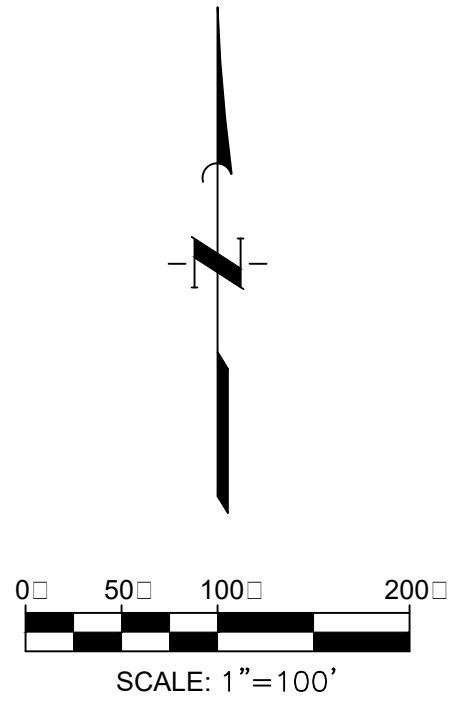
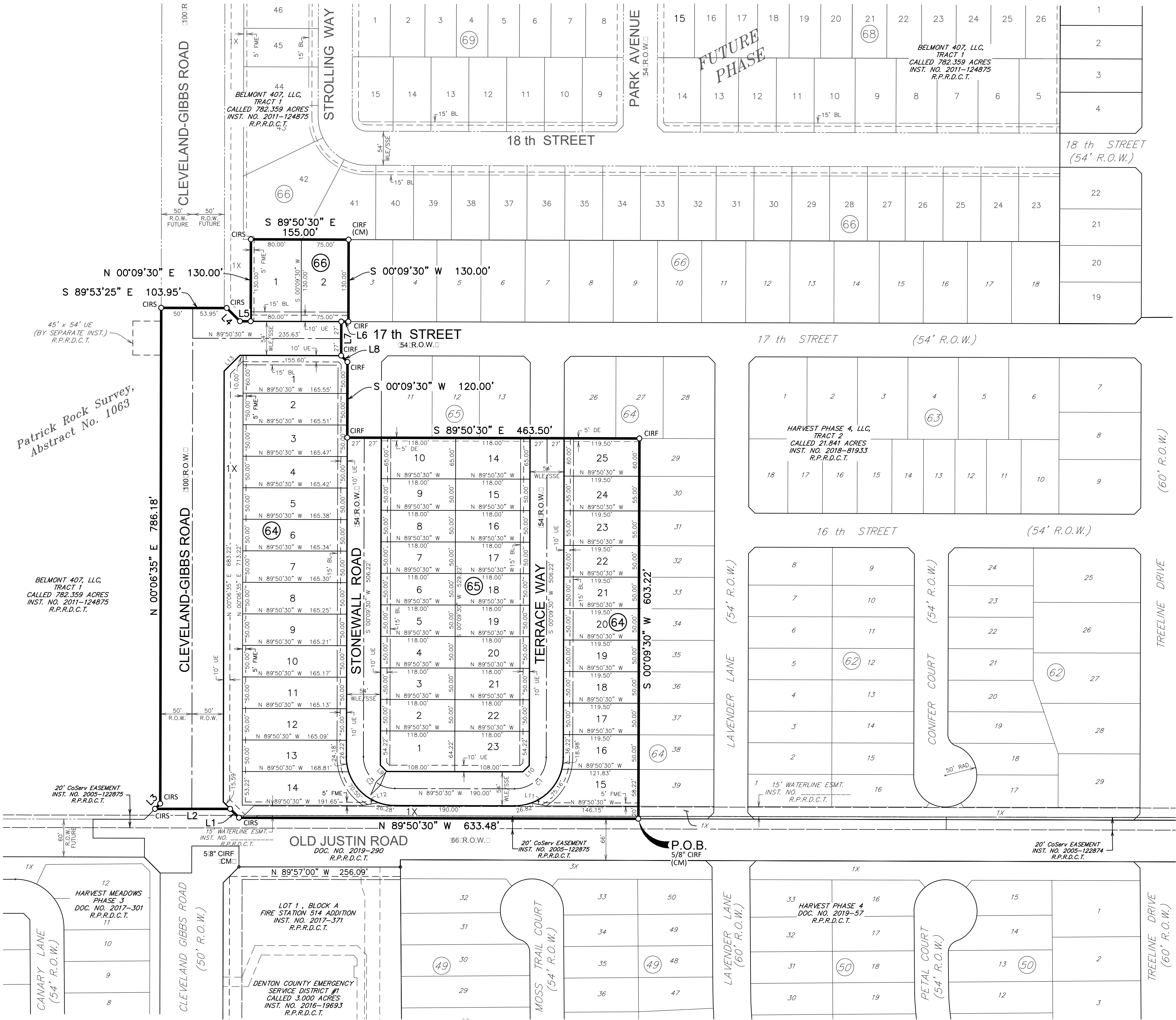
Background: A preliminary plat of Harvest Phases 4B, 4C, 5 & 6 was approved by Town Council on June 20, 2019. The development of this preliminary plat area is subject to the Harvest Development Code of the Development Agreement approved by Town Council on September 27, 2012.

Staff Analysis: The applicant has provided a final plat application in accordance with requirements of the Harvest Development Agreement (DA) and the Subdivision Ordinance in place at the time of the agreement. The final plat contains a total of 48 lots including 47 single-family residential lots and 1 lot designated for nonresidential/open space use. The “nonresidential/open space lots” are dedicated for open spaces and amenities.

The submitted final plat is consistent with the preliminary plat. The entire area of this final plat is within Zone 3 as identified in the Harvest Development Code, and this plat meets or exceeds the development standards outlined in the code with regard to density and lot dimensions. Construction plans for water, sewer, streets and storm drainage were submitted with the final plat and have been reviewed by staff and found acceptable for approval.

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

LINE	BEARING	DISTANCE
L1	N 44°51'57" W	19.78'
L2	N 90°00'00" W	119.37'
L3	N 45°08'03" E	11.80'
L4	S 44°51'57" E	29.78'
L5	S 89°50'30" E	17.02'
L6	N 89°50'30" W	11.37'
L7	S 00°09'30" W	54.00'
L8	S 44°50'30" E	14.14'
L9	N 44°50'30" W	14.14'
L10	S 45°09'30" W	14.14'
L11	N 78°58'20" W	24.51'
L12	N 79°55'07" E	24.98'
L13	N 45°08'03" E	35.34'



- GENERAL NOTES:
- Bearings are based on the Texas State Plane Coordinate System, NAD 83, North Central Zone 4202.
 - All side lot lines are perpendicular or radial to street frontage unless otherwise noted. Not Radial (NR).
 - All lots shown are Single-Family Residential unless otherwise designated with an "X" with the lot number. All "X" lots are open space lots.
 - Side and rear yard setbacks required on all residential lots unless otherwise noted.
 - All common areas to be owned by the Home Owners Association, and for the Fresh Water Supply District. All open spaces to be maintained by the Home Owners Association, Fresh Water Supply District, and/or the Public Improvement District.
 - All Dedicated Public Roads Will Be Maintained by The Fresh Water Supply District.
 - No Direct Residential Driveway Access to Old Justin Road, Cleveland-Gibbs Road or Harvest Way is allowed.
 - All Lots Shown on this Plat are within Zone 3 as Identified in the Harvest Development Agreement dated 9-27-2012. All Setbacks shall conform with the Zone 3 Requirements of Section 5.1 Residential Development Standards Table of Harvest Development Code unless a more Restrictive Setback is Identified on the Plat with a Building Line.
 - All floodplain information on this plat is for graphical depiction only, as scaled on FIRM Panel No. 48121C0505G, Revised April 18, 2011 for Denton County, Texas. This property is in Zone X, Areas determined to be outside the 0.2% annual chance floodplain.

FINAL PLAT
OF
HARVEST PHASE 5

LOTS 1X 1-25, BLOCK 64
LOTS 1-10 14-23, BLOCK 65 AND
LOTS 1 2, BLOCK 66
BEING 12.223 ACRES

SITUATED IN THE
PATRICK ROCK SURVEY, ABSTRACT NO. 1063

IN THE
ETJ OF TOWN OF NORTHLAKE, DENTON COUNTY, TEXAS

48 LOTS BY USE
47 RESIDENTIAL, AND 1 NON-RESIDENTIAL
OPEN SPACE LOT

JANUARY 2020



DEVELOPER / OWNER:
Belmont 407, LLC,
3000 TURTLE CREEK BLVD.
DALLAS, TEXAS 75219
PHONE: (972) 201-2800

ENGINEER / SURVEYOR:
JC JONES CARTER
Texas Board of Professional Engineers Registration No. F-439
6509 Windcrest Drive, Suite 600 • Plano, Texas 75024
972-488-3880
Texas Board of Professional Land Surveying Registration No. 100461-03
Contact: Eddie Martinez, E-mail: emartinez@jonescarter.com

CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING	DELTA ANGLE	TANGENT
C1	50.00'	78.54'	70.71'	N 45°09'30" E	90°00'00"	50.00'
C2	50.00'	78.54'	70.71'	S 44°50'30" E	90°00'00"	50.00'

HARVEST PHASE 5

70s = 2 LOTS
60s = 0 LOTS
50s = 45 LOTS
TOTAL = 47 LOTS

LEGEND

- | | |
|--------------|--|
| POB | POINT OF BEGINNING |
| CM | CONTROL MONUMENT |
| R.O.W. | RIGHT OF WAY |
| VOL. | VOLUME |
| PG. | PAGE |
| ESMT | EASEMENT |
| IRF | IRON ROD FOUND |
| CIRF | CAPPED IRON ROD FOUND |
| CIRS | 5/8" IRON ROD WITH CAP
STAMPED "JONES CARTER" SET |
| BL | BUILDING LINE |
| UE | UTILITY EASEMENT |
| SSE | SANITARY SEWER EASEMENT |
| DE | DRAINAGE EASEMENT |
| WLE | WATERLINE EASEMENT |
| NR | NON-RADIAL LOT LINE |
| O.R.D.C.T. | DEED RECORDS, DENTON COUNTY, TEXAS |
| R.P.R.D.C.T. | REAL PROPERTY RECORDS, DENTON COUNTY, TEXAS |
| O.R.D.C.T. | OFFICIAL RECORDS, DENTON COUNTY, TEXAS |
| C.C.F. | COUNTY CLERK FILE NUMBER |
| FME | FENCE MAINTENANCE EASEMENT |
| VAM | VISIBILITY, ACCESS, & MAINTENANCE EASEMENT |
| | — DENOTES CHANGE IN STREET NAME |
| ① | BLOCK NUMBER |
| FME | 5' FENCE MAINTENANCE EASEMENT |

LAND USE TABLE

LAND USE	ACREAGE	LOTS
RESIDENTIAL	7.69	47
HOA/OPEN SPACE	0.78	1
STREET - ROW	3.75	-
TOTAL	12.22	48

OWNER'S CERTIFICATION

STATE OF TEXAS :
COUNTY OF DENTON :

WHEREAS, Belmont 407, LLC., is the owner of a 12.223 acre tract of land situated in the Patrick Rock Survey, Abstract No. 1063, Denton County Texas, and being a part of Tract 1, of a called 782.359 acre tract of land described in deed to Belmont 407, LLC, recorded in Instrument No. 2011-124875 of the Real Property Records of Denton County, Texas (R.P.R.D.C.T.), and being more particularly described as follows:

BEGINNING at a 5/8" iron rod with cap stamped "Jones Carter" found for the southwest corner of Tract 2, a called 21.841 acre tract of land described in deed to Harvest Phase 4, LLC, recorded in Instrument No. 2018-81933 R.P.R.D.C.T. and the north right of way line of Old Justin Road;

THENCE North 89 Degrees 50 Minutes 30 Seconds West, along the north right of way line of said Old Justin Road, a distance of 633.48 feet to a 5/8" iron rod with cap stamped "Jones Carter" set for corner;

THENCE North 44 Degrees 51 Minutes 57 Seconds West, along the north right of way line of said Old Justin Road, a distance of 19.78 feet to a 5/8" iron rod with cap stamped "Jones Carter" set for corner;

THENCE North 90 Degrees 00 Minutes 00 Seconds West, along the north right of way line of said Old Justin Road, a distance of 119.37 feet to a 5/8" iron rod with cap stamped "Jones Carter" set for corner;

THENCE departing the north line of said Old Justin Road, over and across said 782.359 acre tract, the following courses:

North 45 Degrees 08 Minutes 03 Seconds East, a distance of 11.80 feet to a 5/8" iron rod with cap stamped "Jones Carter" set for corner;

North 00 Degrees 06 Minutes 35 Seconds East, a distance of 786.18 feet to a 5/8" iron rod with cap stamped "Jones Carter" set for corner;

South 89 Degrees 53 Minutes 25 Seconds East, a distance of 103.95 feet to a 5/8" iron rod with cap stamped "Jones Carter" set for corner;

South 44 Degrees 51 Minutes 57 Seconds East, a distance of 29.78 feet to a 5/8" iron rod with cap stamped "Jones Carter" set for corner;

South 89 Degrees 50 Minutes 30 Seconds East, a distance of 17.02 feet to a 5/8" iron rod with cap stamped "Jones Carter" set for corner;

North 00 Degrees 09 Minutes 30 Seconds East, a distance of 130.00 feet to a 5/8" iron rod with cap stamped "Jones Carter" set for corner;

South 89 Degrees 50 Minutes 30 Seconds East, a distance of 155.00 feet to a 5/8" iron rod with cap stamped "Jones Carter" found at the northwest corner of the aforementioned Tract 2;

THENCE along the west line of said Tract 2, the following courses:

South 00 Degrees 09 Minutes 30 Seconds West, a distance of 130.00 feet to a 5/8" iron rod with cap stamped "Jones Carter" found for corner;

North 89 Degrees 50 Minutes 30 Seconds West, a distance of 11.37 feet to a 5/8" iron rod with cap stamped "Jones Carter" found for corner;

South 00 Degrees 09 Minutes 30 Seconds West, a distance of 54.00 feet to a 5/8" iron rod with cap stamped "Jones Carter" found for corner;

South 44 Degrees 50 Minutes 30 Seconds East, a distance of 14.14 feet to a 5/8" iron rod with cap stamped "Jones Carter" found for corner;

South 00 Degrees 09 Minutes 30 Seconds West, a distance of 120.00 feet to a 5/8" iron rod with cap stamped "Jones Carter" found for corner;

South 89 Degrees 50 Minutes 30 Seconds East, a distance of 463.50 feet to a 5/8" iron rod with cap stamped "Jones Carter" found for corner;

South 00 Degrees 09 Minutes 30 Seconds West, a distance of 603.22 feet to the POINT OF BEGINNING and containing 532,434 square feet or 12.223 acres of land more or less.

STATE OF TEXAS :
COUNTY OF DENTON :

Now Therefore, know all men by these presents:

That Belmont 407, LLC, acting herein by and through his (its) duly authorized officer(s), does hereby adopt this plat designating the herein above described property as **Harvest Phase 5**, an addition within the extra-territorial jurisdiction of the Town of Northlake, Texas ("Town"), and does hereby dedicate, in fee simple, to Belmont Fresh Water Supply District No. 1 of Denton County ("District") forever, the easements, streets, rights-of-way and public improvements contained therein without warranty, either express or implied. District does hereby dedicate for the public use forever, the easements, the streets, rights-of-way and public improvements contained therein. The streets and alleys, if any, are dedicated for street purposes. The easements, as shown, are dedicated, for the public use forever, for the purposes indicated on this plat. Notwithstanding the foregoing, the District does hereby dedicate to the Town of Northlake, Texas, all water and sanitary sewer improvements contained in the right-of-way and easements as shown on this plat in consideration for the Town's agreement to utilize such improvements to serve property within the District. No buildings, fences, trees, shrubs or other improvements or growths shall be constructed or placed upon, over or across the easements as shown, except that landscape improvements may be placed in landscape easements, if approved by the District. In addition, utility easements may also be used for the mutual use and accommodation of all public utilities desiring to use or using the same unless the easements limits the use to particular utilities, said use by public utilities being subordinate to the public's and Town's use thereof.

Belmont 407, LLC,
a Delaware limited liability company

By: _____

Name: _____

Title: _____

STATE OF TEXAS
COUNTY OF DALLAS

This instrument was acknowledged before me on _____, 20____. By _____ of Belmont 407, LLC, a Delaware limited liability company, on behalf of said limited liability company, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledgement to me that he executed the same for the purpose of and consideration therein expressed, and in the capacity therein stated.

Given my hand and seal of office, this the _____ day of _____, 20____.

Notary Public, State of Texas

My Commission expires : _____

APPROVED BY THE NORTHLAKE TOWN COUNCIL ON:

Date

Mayor, Town of Northlake

Town Secretary, Town of Northlake

REVIEWED AND APPROVED BY
BELMONT FRESH WATER SUPPLY DISTRICT NO. 1:

Date

DISTRICT ENGINEER
BELMONT FRESH WATER SUPPLY DISTRICT NO. 1

KNOW ALL MEN BY THESE PRESENTS:

That I, Eduardo Martinez, a Registered Professional Land Surveyor of 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.

Signature: _____
**PRELIMINARY
FOR REVIEW ONLY.
THIS DOCUMENT SHALL NOT BE
RECORDED FOR ANY PURPOSE.**
Date: _____



STATE OF TEXAS
COUNTY OF DALLAS

BEFORE ME, the undersigned, a Notary Public in and for The State of Texas, on this day personally appeared Eduardo Martinez, known to me to be the person and officer whose name is subscribed to the foregoing Instrument, and acknowledged to me that he executed the same for the purposes and considerations therein expressed and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE this the _____th day of _____, 20____.

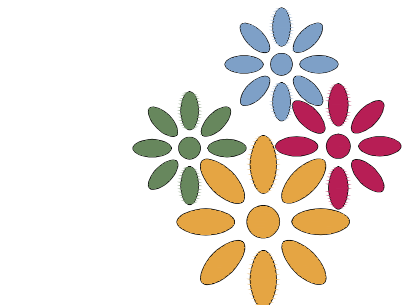
Notary Public in and for the State of Texas

FINAL PLAT
OF
HARVEST PHASE 5

LOTS 1X □ 1-25, BLOCK 64
LOTS 1-10 □ 14-23, BLOCK 65 AND
LOTS 1 □ 2, BLOCK 66
BEING 12.223 ACRES

SITUATED IN THE
PATRICK ROCK SURVEY, ABSTRACT NO. 1063
IN THE
ETJ OF TOWN OF NORTHLAKE, DENTON COUNTY, TEXAS
48 LOTS BY USE
□ 47 RESIDENTIAL, AND 1 NON-RESIDENTIAL
□ OPEN SPACE LOT □

JANUARY 2020



harvest
Gathering. Growing. Living.

DEVELOPER / OWNER:
Belmont 407, LLC,
3000 TURTLE CREEK BLVD.
DALLAS, TEXAS 75219
PHONE: (972) 201-2800

ENGINEER / SURVEYOR:
JONES CARTER
Texas Board of Professional Engineers Registration No. F-439
6509 Windcrest Drive, Suite 600 • Plano, Texas 75024
972-488-3880
Texas Board of Professional Land Surveying Registration No. 100461-03
Contact: Eddie Martinez, E-mail: emartinez@jonescarter.com

Memo

To: Honorable Mayor and Town Council
From: Nathan Reddin, Development Director
CC: Drew Corn, Town Administrator
Shirley Rogers, Town Secretary
Date: January 23, 2020
Re: Final Plat of Harvest Phase 6A (FP-19-006)

Purpose: To consider approval of a Final Plat of Harvest Phase 6A, a subdivision consisting of 36 single-family residential lots and 2 non-residential/open space lots within the extraterritorial jurisdiction of the Town of Northlake on a 15.034-acre tract of land in the Patrick Rock Survey, Abstract No. 1063, located on the north side of Old Justin approximately 1,200 feet west of Harvest Way.

Owner/Applicant/Developer: Belmont 407, LLC

Engineer/Surveyor: Jones & Carter, Inc.

Background: A preliminary plat of Harvest Phases 4B, 4C, 5 & 6 was approved by Town Council on June 20, 2019. This final plat is for the phase referred to as 4C in the preliminary plat. The development of this preliminary plat area is subject to the Harvest Development Code of the Development Agreement approved by Town Council on September 27, 2012.

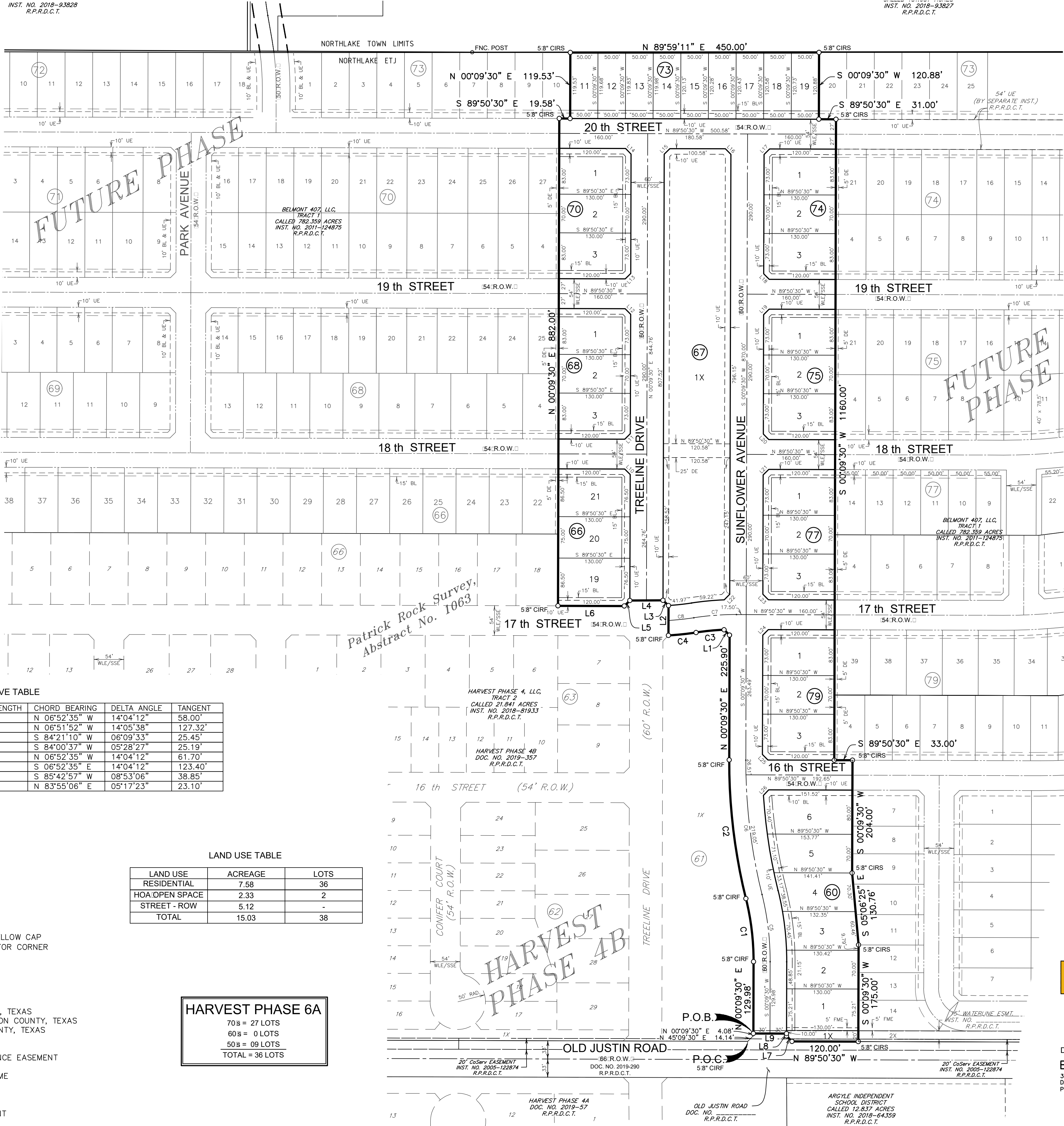
Staff Analysis: The applicant has provided a final plat application in accordance with requirements of the Harvest Development Agreement and the Subdivision Ordinance in place at the time of the agreement. The final plat contains a total of 38 lots including 36 single-family residential lots and 2 lots designated for nonresidential/open space use. The “nonresidential/open space lots” are dedicated for open spaces and amenities.

Other than the revised phasing, the final plat is consistent with the approved preliminary plat. The only other change is fewer lots fronting on Treeline Drive and Sunflower Avenue because wider lots are provided on the final plat than were shown on the preliminary plat. The entire area of this final plat is within Zone 3 as identified in the Harvest Development Code, and this plat meets or exceeds the development standards outlined in the code with regard to density and lot dimensions. Construction plans for water, sewer, streets and storm drainage were submitted with the final plat and have been reviewed by staff and found acceptable for approval.

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

LINE TABLE		
LINE	BEARING	DISTANCE
L1	N 45°54'06" W	13.88'
L2	N 00°09'19" E	54.11'
L3	N 46°26'21" W	13.74'
L4	S 89°41'50" W	60.00'
L5	S 45°09'30" W	14.14'
L6	N 89°50'30" W	120.00'
L7	N 44°50'30" W	14.14'
L8	N 00°09'30" E	4.08'
L9	N 89°50'30" W	60.00'
L10	S 44°50'30" E	14.14'
L11	S 45°09'30" W	14.14'
L12	S 44°50'30" E	14.14'
L13	S 45°09'30" W	14.14'
L14	S 44°50'30" E	14.14'
L15	N 45°09'30" E	14.14'
L16	S 44°50'30" E	14.14'
L17	N 45°09'30" E	14.14'
L18	N 44°50'30" W	14.14'
L19	N 45°09'30" E	14.14'
L20	N 44°50'30" W	14.14'
L21	N 45°09'30" E	14.14'
L22	S 44°12'25" W	14.38'
L23	N 44°50'30" W	14.14'
L24	N 45°09'30" E	14.14'
L25	N 44°50'30" W	14.14'
L26	N 43°25'47" E	13.71'

INST. NO. 2018-93828
R.P.R.D.C.T.



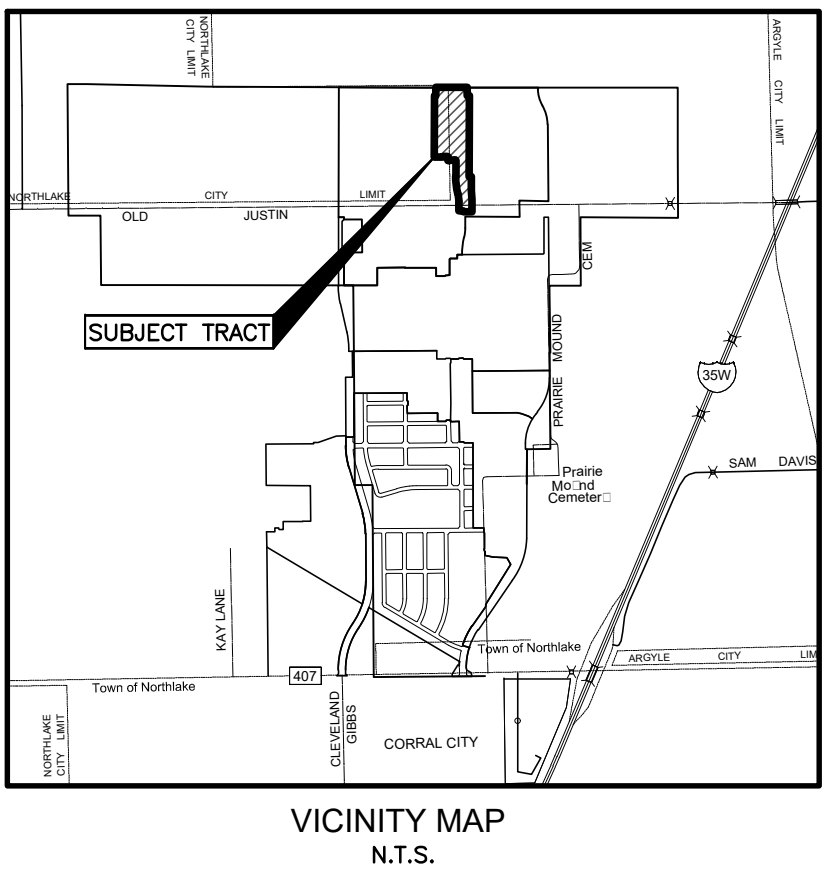
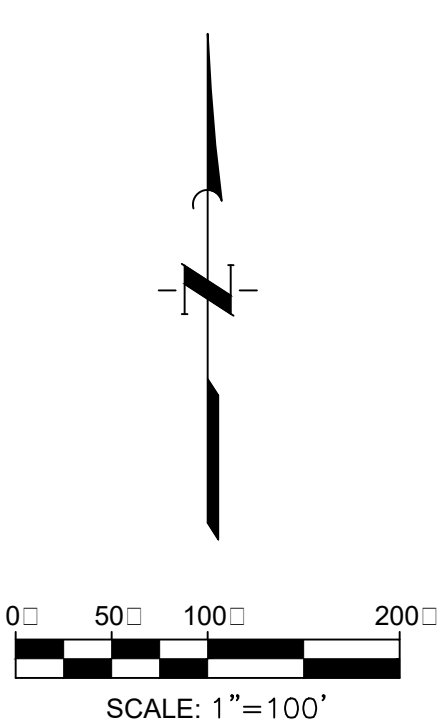
CURVE TABLE						
CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING	DELTA ANGLE	TANGENT
C1	470.00'	115.42'	115.13'	N 06°52'35" W	14°04'12"	58.00'
C2	1030.00'	253.36'	252.73'	N 06°51'52" W	14°05'38"	127.32'
C3	473.00'	50.85'	50.82'	S 84°21'10" W	06°09'33"	25.45'
C4	527.00'	50.35'	50.33'	S 84°00'37" W	05°28'27"	25.19'
C5	500.00'	122.78'	122.47'	N 06°52'35" W	14°04'12"	61.70'
C6	1000.00'	245.57'	244.95'	S 06°52'35" E	14°04'12"	123.40'
C7	500.00'	77.54'	77.46'	S 85°42'57" W	08°53'06"	38.85'
C8	500.00'	46.16'	46.15'	N 83°55'06" E	05°17'23"	23.10'

LEGEND	
POB	POINT OF BEGINNING
CM	CONTROL MONUMENT
R.O.W.	RIGHT OF WAY
VOL.	VOLUME
PG.	PAGE
ESMT	EASEMENT
IRF	IRON ROD FOUND
CIRF	CAPPED IRON ROD FOUND
CIRS	5/8" CAPPED IRON ROD WITH YELLOW CAP
	STAMPED "JONES CARTER" SET FOR CORNER
	BUILDING LINE
BL	UTILITY EASEMENT
UE	SANITARY SEWER EASEMENT
SSE	DRAINAGE EASEMENT
DE	WATERLINE EASEMENT
WLE	NON-RADIAL LOT
NR	DEED RECORDS, DENTON COUNTY, TEXAS
D.R.D.C.T.	REAL PROPERTY RECORDS, DENTON COUNTY, TEXAS
R.P.R.D.C.T.	OFFICIAL RECORDS, DENTON COUNTY, TEXAS
O.R.D.C.T.	COUNTY CLERK FILE NUMBER
C.C.F.	FENCE MAINTENANCE EASEMENT
FME	VISIBILITY, ACCESS, & MAINTENANCE EASEMENT
VAM	DENOTES CHANGE IN STREET NAME
	BLOCK NUMBER
①	5' FENCE MAINTENANCE EASEMENT
FME	

LAND USE TABLE		
LAND USE	ACREAGE	LOTS
RESIDENTIAL	7.58	36
HOA OPEN SPACE	2.33	2
STREET - ROW	5.12	-
TOTAL	15.03	38

HARVEST PHASE 6A	
70S =	27 LOTS
60S =	0 LOTS
50S =	09 LOTS
TOTAL =	36 LOTS

INST. NO. 2018-93827
R.P.R.D.C.T.



- GENERAL NOTES:
- Bearings are based on the Texas State Plane Coordinate System, NAD 83, North Central Zone 4202, per monuments found on the Final Plat of Harvest Phase I, as recorded in Instrument No. 2013-166, R.P.R.D.C.T.
 - All side lot lines are perpendicular or radial to street frontage unless otherwise noted. Not Radial (NR).
 - All lots shown are Single-Family Residential unless otherwise designated with an "X" with the lot number. All "X" lots are open space lots.
 - Side and rear yard setbacks required on all residential lots unless otherwise noted.
 - All common areas to be owned by the Home Owners Association, and/or the Fresh Water Supply District. All open spaces to be maintained by the Home Owners Association, Fresh Water Supply District, and/or the Public Improvement District.
 - All Dedicated Public Roads Will Be Maintained by The Fresh Water Supply District.
 - No Direct Residential Driveway Access to Old Justin Road is Allowed.
 - All Lots shown on this Plat are within Zone 3 as identified in the Harvest Development Agreement dated 9-27-2012. All setbacks shall conform with the Zone 3 Requirements of Section 5.1 Residential Development Standards Table of Harvest Development Code unless a more Restrictive Setback is identified on the Plat with a Building Line.
 - This property is in Zone X, Areas determined to be outside the 0.2% annual chance flood plain per FIRM Panel No. 48121C0505G, Revised April 18, 2011 for Denton County, Texas.

FINAL PLAT
OF
HARVEST PHASE 6A
LOTS 1X & 1-6, BLOCK 60 & LOTS 19-21, BLOCK 66
LOT 1X, BLOCK 67 & LOTS 1-3, BLOCK 68
LOTS 1-3, BLOCK 70 & LOTS 11-19, BLOCK 73
LOTS 1-3, BLOCK 74 & LOTS 1-3, BLOCK 75
LOTS 1-3, BLOCK 77 AND LOTS 1-3, BLOCK 79
BEING 15.034 ACRES
SITUATED IN THE
PATRICK ROCK SURVEY, ABSTRACT NO. 1063
IN THE
ETJ OF TOWN OF NORTHLAKE, DENTON COUNTY, TEXAS
38 LOTS BY USE
36 RESIDENTIAL AND 2 NON-RESIDENTIAL
OPEN SPACE LOTS

JANUARY 2020



DEVELOPER / OWNER:
BELMONT 407, LLC
3000 TURTLE CREEK BLVD.
DALLAS, TEXAS 75219
PHONE: (972) 201-2800

ENGINEER / SURVEYOR:
JONES CARTER
Texas Board of Professional Engineers Registration No. F-439
6509 Windcrest Drive, Suite 600 • Plano, Texas 75024
972.488.3880
Texas Board of Professional Land Surveying Registration No. 100461-03
Contact: Eddie Martinez, E-mail: emartinez@jonescarter.com

OWNER'S CERTIFICATION

STATE OF TEXAS :
COUNTY OF DENTON :

WHEREAS, Belmont 407, LLC., is the owner of a 15.034 acre tract of land situated in the Patrick Rock Survey, Abstract No. 1063, Denton County Texas, and being a part of a called 782.359 acre tract of land described in deed to Belmont 407, LLC, recorded in Instrument No. 2011-124875 of the Real Property Records of Denton County, Texas (R.P.R.D.C.T.), and being more particularly described as follows:

COMMENCING at a 5/8" iron rod with cap stamped "Jones Carter" found at the southeast corner of Tract 2, a called 21.841 acre tract of land described in deed to Harvest Phase 4, LLC, (Tract 2) recorded in Instrument No. 2018-81933, R.P.R.D.C.T., and the north line of Old Justin Road;

THENCE North 45 Degrees 09 Minutes 30 Seconds East, along the easterly line of said 21.841 acre tract, a distance of 14.14 feet to a 5/8" iron rod with cap stamped "Jones Carter" found for corner;

THENCE North 00 Degrees 09 Minutes 30 Seconds East, along the easterly line of said 21.841 acre tract, a distance of 4.08 feet to a 5/8" iron rod with cap stamped "Jones Carter" set for the POINT OF BEGINNING of the herein described tract;

THENCE along the easterly line of said 21.841 acre tract, the following courses:

North 00 Degrees 09 Minutes 30 Seconds East, a distance of 129.98 feet to a 5/8" iron rod with cap stamped "Jones Carter" found at the beginning of a tangent curve to the left;

Northwesterly, along said tangent curve to the left having a central angle of 14 Degrees 04 Minutes 12 Seconds, a radius of 470.00 feet, an arc distance of 115.42 feet and a chord bearing and distance of North 06 Degrees 52 Minutes 35 Seconds West, 115.13 feet to a 5/8" iron rod with cap stamped "Jones Carter" found at the beginning of a reverse curve to the right;

Northwesterly, along said reverse curve to the right having a central angle of 14 Degrees 05 Minutes 38 Seconds, a radius of 1030.00 feet, an arc distance of 253.36 feet and a chord bearing and distance of North 06 Degrees 51 Minutes 52 Seconds West, 252.73 feet to a 5/8" iron rod with cap stamped "Jones Carter" found for corner;

North 00 Degrees 09 Minutes 30 Seconds East, a distance of 225.90 feet to a 5/8" iron rod with cap stamped "Jones Carter" found for corner;

North 45 Degrees 54 Minutes 06 Seconds West, a distance of 13.88 feet to a 5/8" iron rod with cap stamped "Jones Carter" found at the beginning of a non-tangent curve to the left;

Southwesterly, along said non-tangent curve to the left having a central angle of 06 Degrees 09 Minutes 33 Seconds, a radius of 473.00 feet, an arc distance of 50.85 feet and a chord bearing and distance of South 84 Degrees 21 Minutes 10 Seconds West, 50.82 feet to a 5/8" iron rod with cap stamped "Jones Carter" found at the beginning of a reverse curve to the right;

Southwesterly, along said reverse curve to the right having a central angle of 05 Degrees 28 Minutes 27 Seconds, a radius of 527.00 feet, an arc distance of 50.35 feet and a chord bearing and distance of South 84 Degrees 00 Minutes 37 Seconds West, 50.33 feet to a 5/8" iron rod with cap stamped "Jones Carter" found for corner;

North 00 Degrees 09 Minutes 19 Seconds East, a distance of 54.11 feet to a 5/8" iron rod with cap stamped "Jones Carter" found for corner;

North 46 Degrees 26 Minutes 21 Seconds West, a distance of 13.74 feet to a 5/8" iron rod with cap stamped "Jones Carter" found for corner;

South 89 Degrees 41 Minutes 50 Seconds West, a distance of 60.00 feet to a 5/8" iron rod with cap stamped "Jones Carter" found for corner;

South 45 Degrees 09 Minutes 30 Seconds West, a distance of 14.14 feet to a 5/8" iron rod with cap stamped "Jones Carter" found for corner;

North 89 Degrees 50 Minutes 30 Seconds West, a distance of 120.00 feet to a 5/8" iron rod with cap stamped "Jones Carter" found for corner;

North 00 Degrees 09 Minutes 30 Seconds East, passing at a distance of 130.00 feet the northeast corner of said 21.841 acre tract, and continuing across said 782.359 acre tract, a total distance of 882.00 feet to a 5/8" iron rod with cap stamped "Jones Carter" set for corner;

THENCE over and across said 782.359 acre tract, the following courses:

South 89 Degrees 50 Minutes 30 Seconds East, a distance of 19.58 feet to a 5/8" iron rod with cap stamped "Jones Carter" set for corner;

North 00 Degrees 09 Minutes 30 Seconds East, a distance of 119.53 feet to a 5/8" iron rod with cap stamped "Jones Carter" set for corner in the south line of called 151.637 acre tract of land described in deed to TMRY Ridge Limited Partnership, recorded in Instrument No. 2018-93827, R.P.R.D.C.T.;

THENCE North 89 Degrees 59 Minutes 11 Seconds East, along the south line of said 151.637 acre tract, a distance of 450.00 feet to a 5/8" iron rod with cap stamped "Jones Carter" set for corner;

THENCE departing the south line of said 151.637 acre tract, over and across said 782.359 acre tract, the following courses:

South 00 Degrees 09 Minutes 30 Seconds West, a distance of 120.88 feet to a 5/8" iron rod with cap stamped "Jones Carter" set for corner;

South 89 Degrees 50 Minutes 30 Seconds East, a distance of 31.00 feet to a 5/8" iron rod with cap stamped "Jones Carter" set for corner;

South 00 Degrees 09 Minutes 30 Seconds West, a distance of 1160.00 feet to a 5/8" iron rod with cap stamped "Jones Carter" set for corner;

South 89 Degrees 50 Minutes 30 Seconds East, a distance of 33.00 feet to a 5/8" iron rod with cap stamped "Jones Carter" set for corner;

South 00 Degrees 09 Minutes 30 Seconds West, a distance of 204.00 feet to a 5/8" iron rod with cap stamped "Jones Carter" set for corner;

South 05 Degrees 06 Minutes 25 Seconds East, a distance of 130.76 feet to a 5/8" iron rod with cap stamped "Jones Carter" set for corner;

South 00 Degrees 09 Minutes 30 Seconds West, a distance of 175.00 feet to a 5/8" iron rod with cap stamped "Jones Carter" set in the north line of Old Justin Road;

THENCE North 89 Degrees 50 Minutes 30 Seconds West, along the north line of Old Justin Road, a distance of 120.00 feet to a 5/8" iron rod with cap stamped "Jones Carter" set for corner;

THENCE departing the north line of said Old Justin Road, over and across said 782.359 acre tract, the following courses:

North 44 Degrees 50 Minutes 30 Seconds West, a distance of 14.14 feet to a 5/8" iron rod with cap stamped "Jones Carter" set for corner;

North 00 Degrees 09 Minutes 30 Seconds East, a distance of 4.08 feet to a 5/8" iron rod with cap stamped "Jones Carter" set for corner;

North 89 Degrees 50 Minutes 30 Seconds West, a distance of 60.00 feet to the POINT OF BEGINNING and containing 654,865 square feet or 15.034 acres of land more or less.

STATE OF TEXAS :
COUNTY OF DENTON :

Now Therefore, know all men by these presents:

That Belmont 407, LLC., acting herein by and through his (its) duly authorized officer(s), does hereby adopt this plat designating the herein above described property as **Harvest Phase 6A**, an addition within the extra-territorial jurisdiction of the Town of Northlake, Texas ("Town"), and does hereby dedicate, in fee simple, to Belmont Fresh Water Supply District No. 1 of Denton County ("District") forever, the easements, streets, rights-of-way and public improvements contained therein. The streets and alleys, if any, are dedicated for street purposes. The easements, as shown, are dedicated, for the public use forever, for the purposes indicated on this plat. Notwithstanding the foregoing, the District does hereby dedicate to the Town of Northlake, Texas, all water and sanitary sewer improvements contained in the right-of-way and easements as shown on this plat in consideration for the Town's agreement to utilize such improvements to serve property within the District. No buildings, fences, trees, shrubs or other improvements or growths shall be constructed or placed upon, over or across the easements as shown, except that landscape improvements may be placed in landscape easements, if approved by the District. In addition, utility easements may also be used for the mutual use and accommodation of all public utilities desiring to use or using the same unless the easements limits the use to particular utilities, said use by public utilities being subordinate to the public's and Town's use thereof.

Belmont 407, LLC,
a Delaware limited liability company

By: _____

Name: _____

Title: _____

STATE OF TEXAS
COUNTY OF DALLAS

This instrument was acknowledged before me on _____, 20____. By _____ of Belmont 407, LLC, a Texas limited liability company, on behalf of said limited liability company, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledgement to me that he executed the same for the purpose of and consideration therein expressed, and in the capacity therein stated.

Given my hand and seal of office, this the _____ day of _____, 20____.

Notary Public, State of Texas

My Commission expires : _____

KNOW ALL MEN BY THESE PRESENTS:

That I, Eduardo Martinez, a Registered Professional Land Surveyor of 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.

Signature: **PRELIMINARY
FOR REVIEW ONLY.**

**THIS DOCUMENT SHALL NOT BE
RECORDED FOR ANY PURPOSE.**

Date: _____

STATE OF TEXAS
COUNTY OF DALLAS

BEFORE ME, the undersigned, a Notary Public in and for The State of Texas, on this day personally appeared Eduardo Martinez, known to me to be the person and officer whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purposes and considerations therein expressed and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE this the _____th day of _____, 20____.

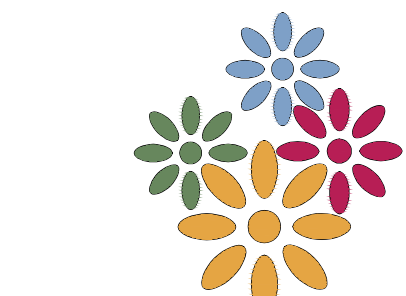
Notary Public in and for the State of Texas

FINAL PLAT
OF
HARVEST PHASE 6A

LOTS 1X □ 1-6, BLOCK 60 □ LOTS 19-21, BLOCK 66 □
LOT 1X , BLOCK 67 □ LOTS 1-3, BLOCK 68 □
LOTS 1-3, BLOCK 70 □ LOTS 11-19, BLOCK 73
LOTS 1-3, BLOCK 74 □ LOTS 1-3, BLOCK 75 □
LOTS 1-3, BLOCK 77 AND LOTS 1-3, BLOCK 79

BEING 15.034 ACRES
SITUATED IN THE
PATRICK ROCK SURVEY, ABSTRACT NO. 1063
IN THE
ETJ OF TOWN OF NORTHLAKE, DENTON COUNTY, TEXAS
38 LOTS BY USE
□ 36 RESIDENTIAL AND 2 NON-RESIDENTIAL
□ OPEN SPACE LOTS □

JANUARY 2020



harvest
Gathering. Growing. Living.

DEVELOPER / OWNER:
BELMONT 407, LLC
3000 TURTLE CREEK BLVD.
DALLAS, TEXAS 75219
PHONE: (972) 201-2800

ENGINEER / SURVEYOR:
JONES | CARTER
Texas Board of Professional Engineers Registration No. F-439
6509 Windcrest Drive, Suite 600 • Plano, Texas 75024
972.488.3880
Texas Board of Professional Land Surveying Registration No. 100461-03
Contact: Eddie Martinez, E-mail: emartinez@jonescarter.com

JOB No. D160-0040 BAS/EM DWG No. 1807 SHEET 2 OF 2

HARVEST PHASE 6A

JONES | CARTER
PLANO, TEXAS

Memo

To: Honorable Mayor and Town Council
From: Nathan Reddin, Development Director
CC: Drew Corn, Town Administrator
Shirley Rogers, Town Secretary
Date: January 23, 2020
Re: Final Plat of Harvest Phase 6B (FP-19-018)

Purpose: To consider approval of a Final Plat of Harvest Phase 6B, a subdivision consisting of 61 single-family residential lots and 4 non-residential/open space lots within the extraterritorial jurisdiction of the Town of Northlake on a 13.740-acre tract of land in the Patrick Rock Survey, Abstract No. 1063, located on the north side of Old Justin approximately 400 feet west of Harvest Way.

Owner/Applicant/Developer: Belmont 407, LLC

Engineer/Surveyor: Jones & Carter, Inc.

Background: A preliminary plat of Harvest Phases 4B, 4C, 5 & 6 was approved by Town Council on June 20, 2019. This final plat is for a portion of the phase referred to as Phase 6 in the preliminary plat. The development of this preliminary plat area is subject to the Harvest Development Code of the Development Agreement approved by Town Council on September 27, 2012.

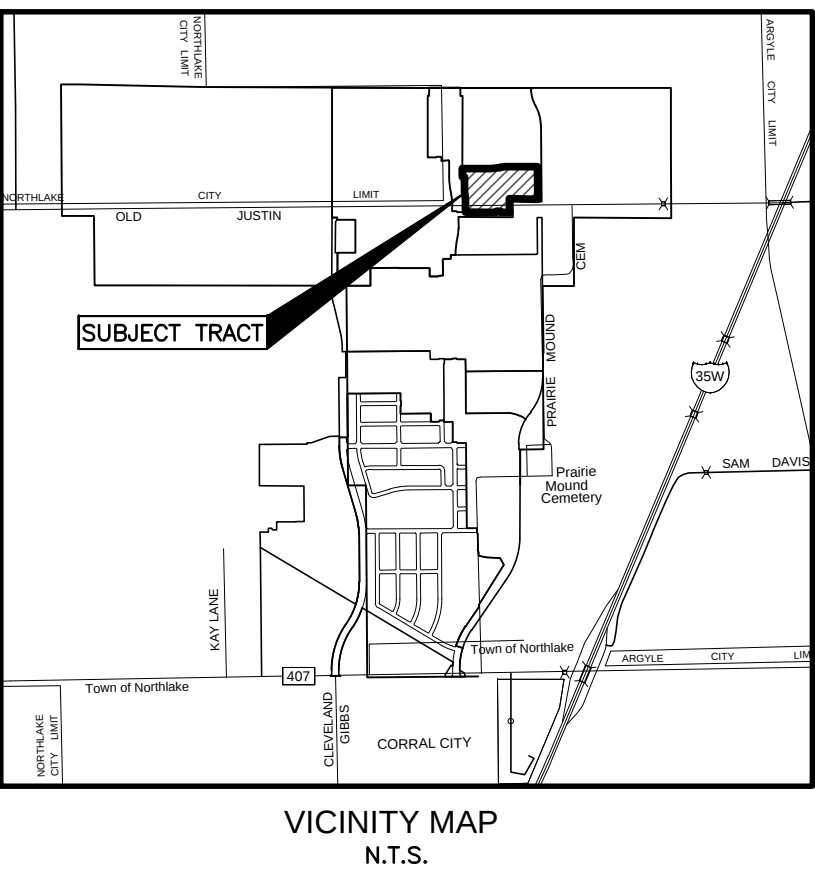
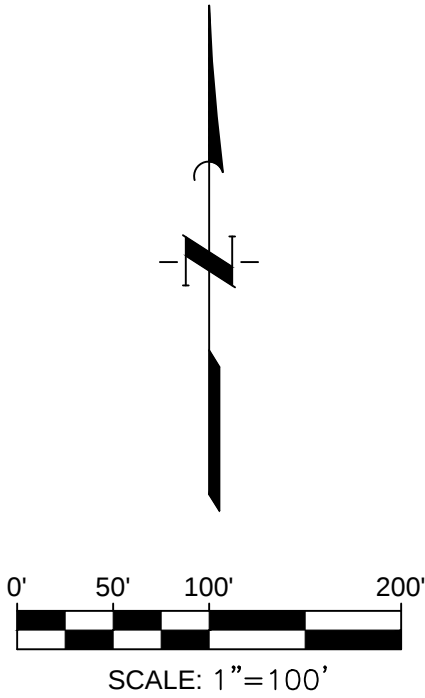
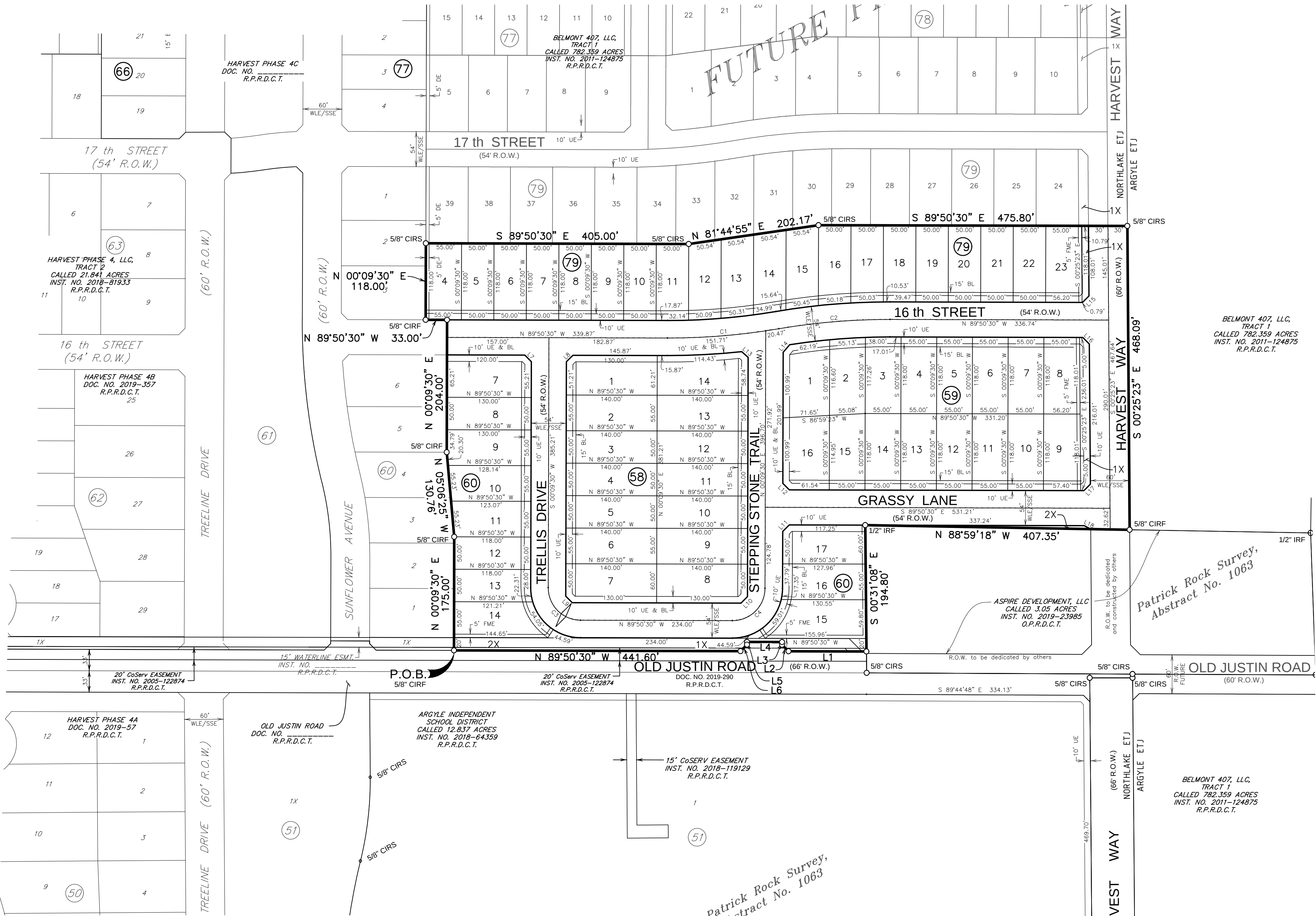
Staff Analysis: The applicant has provided a final plat application in accordance with requirements of the Harvest Development Agreement and the Subdivision Ordinance in place at the time of the agreement. The final plat contains a total of 65 lots including 61 single-family residential lots and 4 lots designated for nonresidential/open space use. The “nonresidential/open space lots” are dedicated for open spaces and amenities.

Other than the revised phasing, the final plat is consistent with the approved preliminary plat. The only other change is a reconfiguration of the street layout so there will be no new street access to Old Justin Road in this phase. Access will be provided from Harvest Way and the extension of 16th Street from Phase 6A. The purpose of the change is to address safety and traffic concerns with the Argyle West Elementary School being located on the opposite side of Old Justin Road. The entire area of this final plat is within Zone 3 as identified in the Harvest Development Code, and this plat meets or exceeds the development standards outlined in the code with regard to density and lot dimensions. Construction plans for water, sewer, streets and storm drainage were submitted with the final plat and have been reviewed by staff and found acceptable for approval.

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

CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING	DELTA ANGLE
C1	1000.00'	172.18'	171.96'	N 85°13'33" E	09°51'54"
C2	1000.00'	172.18'	171.96'	N 85°13'33" E	09°51'54"
C3	50.00'	78.54'	70.71'	N 44°50'30" W	90°00'00"
C4	50.00'	78.54'	70.71'	S 45°09'30" W	90°00'00"

LINE	BEARING	DISTANCE
L1	N 89°50'30" W	119.95'
L2	N 44°50'30" W	14.14'
L3	N 00°09'30" E	4.15'
L4	N 89°50'30" W	54.00'
L5	S 00°09'30" W	4.15'
L6	S 45°09'30" W	14.14'
L7	S 44°50'30" E	14.14'
L8	S 45°09'30" W	14.14'
L9	S 44°50'30" E	14.14'
L10	S 45°09'30" W	14.14'
L11	N 45°09'30" E	14.14'
L12	S 44°50'30" E	14.14'
L13	S 48°10'23" E	13.30'
L14	S 48°26'17" W	15.26'
L15	N 44°52'04" E	14.07'
L16	S 45°07'56" E	14.21'
L17	S 44°52'04" W	14.07'
L18	N 62°36'54" W	11.31'



- GENERAL NOTES:
- Bearings are based on the Texas State Plane Coordinate System, NAD 83, North Central Zone 4202, per monuments found for the Final Plat of Harvest Phase I, as recorded in Instrument No. 2013-166, R.P.R.D.C.T.
 - All side lot lines are perpendicular or radial to street frontage unless otherwise noted Not Radial (NR).
 - All lots shown are Single-Family residential unless otherwise designated with an "X" with the lot number. all "X" lots are open space lots.
 - 5' side and rear yard setbacks required on all residential lots unless otherwise noted.
 - All common areas to be owned by the Home Owners Association, and/or by the Fresh Water Supply District. All open spaces to be maintained by the Home Owners Association, Fresh Water Supply District, and/or the Public Improvement District.
 - All Dedicated Public Roads Will Be Maintained By The Fresh Water Supply District.
 - No Direct Residential Driveway Access to Old Justin Road or Harvest Way is Allowed.
 - All Lots shown on this Plat are within Zone 3 as Identified in the Harvest Development Agreement dated 9-27-2012. All setbacks shall conform with the Zone 3 Requirements of Section 5.1 Residential Development Standards Table of Harvest Development Code unless a more Restrictive Setback is Identified on the Plat with a Building Line.
 - This property is in Zone X, Areas determined to be outside the 0.2% annual chance floodplain per FIRM Panel No. 48121C0505G, Revised April 18, 2011 for Denton County, Texas.

FINAL PLAT
OF
HARVEST PHASE 6B

LOTS 1-14, BLOCK 58; LOTS 1X & 1-16, BLOCK 59;
LOTS 1X, 2X & 7-17, BLOCK 60 AND LOTS 1X & 4-23, BLOCK 79

BEING 13.740 ACRES
SITUATED IN THE
PATRICK ROCK SURVEY, ABSTRACT NO. 1063
IN THE
ETJ OF TOWN OF NORTHLAKE, DENTON COUNTY, TEXAS
65 LOTS BY USE
(61 RESIDENTIAL AND 4 NON-RESIDENTIAL
/OPEN SPACE LOTS)

JANUARY 2020



DEVELOPER / OWNER:
BELMONT 407, LLC
3000 TURTLE CREEK BLVD.
DALLAS, TEXAS 75219
PHONE: (972) 201-2800

ENGINEER / SURVEYOR:
JONES CARTER
Texas Board of Professional Engineers Registration No. F-439
6509 Windcrest Drive, Suite 600 Plano, Texas 75024
972.488.3880
Texas Board of Professional Land Surveying Registration No. 100461-03
Contact: Eddie Martinez, E-mail: emartinez@jonescarter.com

- POB POINT OF BEGINNING
CM CONTROL MONUMENT
R.O.W. RIGHT OF WAY
VOL. VOLUME
PG. PAGE
ESMT EASEMENT
IRF IRON ROD FOUND
CIRF CAPPED IRON ROD FOUND
CIRS 5/8" CAPPED IRON ROD WITH YELLOW CAP
BL STAMPED "JONES CARTER" SET FOR CORNER
UE BUILDING LINE
SSE UTILITY EASEMENT
DE SANITARY SEWER EASEMENT
WLE DRAINAGE EASEMENT
NR WATERLINE EASEMENT
D.R.D.C.T. NON-RADIAL LOT
R.P.R.D.C.T. DEED RECORDS, DENTON COUNTY, TEXAS
O.R.D.C.T. REAL PROPERTY RECORDS, DENTON COUNTY, TEXAS
C.C.F. OFFICIAL RECORDS, DENTON COUNTY, TEXAS
FME COUNTY CLERK FILE NUMBER
VAM FENCE MAINTENANCE EASEMENT
VISIBILITY, ACCESS, & MAINTENANCE EASEMENT
- ① DENOTES CHANGE IN STREET NAME
- FME BLOCK NUMBER
- 5' FENCE MAINTENANCE EASEMENT

HARVEST PHASE 6B
70's = 0 LOTS
60's = 0 LOTS
50's = 61 LOTS
TOTAL = 61 LOTS

LAND USE	ACREAGE	LOTS
RESIDENTIAL	9.47	61
HOA/OPEN SPACE	0.41	4
STREET - ROW	3.86	-
TOTAL	13.74	65

OWNER'S CERTIFICATION

STATE OF TEXAS :
COUNTY OF DENTON :

WHEREAS, Belmont 407, LLC., is the owner of a 13.740 acre tract of land situated in the Patrick Rock Survey, Abstract No. 1063, Denton County Texas, and being a part of Tract 1, a called 782.359 acre tract of land described in deed to Belmont 407, LLC, recorded in Instrument No. 2011-124875 of the Real Property Records of Denton County, Texas (R.P.R.D.C.T.), and being more particularly described as follows:

BEGINNING at a 5/8" iron rod with cap stamped "Jones Carter" found at the southeast corner of a called 15.034 acre tract of land described in deed to Harvest Phase 4C LLC, recorded in Instrument No. 2019-?????, R.P.R.D.C.T., and north right-of-way line of Old Justin Road recorded in Instrument No. 2019-290 R.P.R.D.C.T.;

THENCE departing the north line of said Old Justin Road, along the east line of said 15.034 acre tract, the following courses:

- North 00 Degrees 09 Minutes 30 Seconds East, a distance of 175.00 feet to a 5/8" iron rod with cap stamped "Jones Carter" found for corner;
- North 05 Degrees 06 Minutes 25 Seconds West, a distance of 130.76 feet to a 5/8" iron rod with cap stamped "Jones Carter" found for corner;
- North 00 Degrees 09 Minutes 30 Seconds East, a distance of 204.00 feet to a 5/8" iron rod with cap stamped "Jones Carter" found for corner;
- North 89 Degrees 50 Minutes 30 Seconds West, a distance of 33.00 feet to a 5/8" iron rod with cap stamped "Jones Carter" found for corner;
- North 00 Degrees 09 Minutes 30 Seconds East, a distance of 118.00 feet to a 5/8" iron rod with cap stamped "Jones Carter" set for corner;

THENCE departing the east line of said 15.034 acre tract, over and across said 782.359 acre tract, the following courses:

- South 89 Degrees 50 Minutes 30 Seconds East, a distance of 405.00 feet to a 5/8" iron rod with cap stamped "Jones Carter" set for corner;
- North 81 Degrees 44 Minutes 55 Seconds East, a distance of 202.17 feet to a 5/8" iron rod with cap stamped "Jones Carter" set for corner;
- South 89 Degrees 50 Minutes 30 Seconds East, a distance of 475.80 feet to a 5/8" iron rod with cap stamped "Jones Carter" set for corner;
- South 00 Degrees 25 Minutes 23 Seconds East, a distance of 468.09 feet to a 5/8" iron rod with cap stamped "Jones Carter" set in the north line of a called 3.05 acre tract of land described in deed to Aspire Development. LLC, recorded in Instrument No. 2019-23985 of the Real Property Records of Denton County, Texas (O.P.R.D.C.T.)

THENCE North 88 Degrees 59 Minutes 18 Seconds West, along the north line of said 3.05 acre tract, a distance of 407.35 feet to a 1/2" iron rod found for the northwest corner of said 3.05 acre tract;

THENCE South 00 Degrees 31 Minutes 08 Seconds East, along the west line of said 3.05 acre tract, a distance of 194.80 feet to a 5/8" iron rod with cap stamped "Jones Carter" set in the north line of Old Justin Road;

THENCE along the north line of said Old Justin Road, the following courses:

- North 89 Degrees 50 Minutes 30 Seconds West, a distance of 119.95 feet to a 5/8" iron rod with cap stamped "Jones Carter" set for corner;
- North 44 Degrees 50 Minutes 30 Seconds West, a distance of 14.14 feet to a 5/8" iron rod with cap stamped "Jones Carter" set for corner;
- North 00 Degrees 09 Minutes 30 Seconds East, a distance of 4.15 feet to a 5/8" iron rod with cap stamped "Jones Carter" set for corner;
- North 89 Degrees 50 Minutes 30 Seconds West, a distance of 54.00 feet to a 5/8" iron rod with cap stamped "Jones Carter" set for corner;
- South 00 Degrees 09 Minutes 30 Seconds West, a distance of 4.15 feet to a 5/8" iron rod with cap stamped "Jones Carter" set for corner;
- South 45 Degrees 09 Minutes 30 Seconds West, a distance of 14.14 feet to a 5/8" iron rod with cap stamped "Jones Carter" set for corner;
- North 89 Degrees 50 Minutes 30 Seconds West, a distance of 441.60 feet to the POINT OF BEGINNING and containing 598,500 square feet or 13.740 acres of land more or less.

STATE OF TEXAS :
COUNTY OF DENTON :

Now Therefore, know all men by these presents:

That Belmont 407, LLC, acting herein by and through his (its) duly authorized officer(s), does hereby adopt this plat designating the herein above described property as **Harvest Phase 6B**, an addition within the extra-territorial jurisdiction of the Town of Northlake, Texas ("Town"), and does hereby dedicate, in fee simple, to Belmont Fresh Water Supply District No. 1 of Denton County ("District") forever, the easements, streets, rights-of-way and public improvements contained therein without warranty, either express or implied. District does hereby dedicate for the public use forever, the easements, the streets, rights-of-way and public improvements contained therein. The streets and alleys, if any, are dedicated for street purposes. The easements, as shown, are dedicated, for the public use forever, for the purposes indicated on this plat. Notwithstanding the foregoing, the District does hereby dedicate to the Town of Northlake, Texas, all water and sanitary sewer improvements contained in the right-of-way and easements as shown on this plat in consideration for the Town's agreement to utilize such improvements to serve property within the District. No buildings, fences, trees, shrubs or other improvements or growths shall be constructed or placed upon, over or across the easements as shown, except that landscape improvements may be placed in landscape easements, if approved by the District. In addition, utility easements may also be used for the mutual use and accommodation of all public utilities desiring to use or using the same unless the easements limits the use to particular utilities, said use by public utilities being subordinate to the public's and Town's use thereof.

Belmont 407, LLC,
a Delaware limited liability company

By: _____

Name: _____

Title: _____

STATE OF TEXAS
COUNTY OF DALLAS

This instrument was acknowledged before me on _____, 20____. By _____ of Belmont 407, LLC, a Texas limited liability company, on behalf of said limited liability company, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledgement to me that he executed the same for the purpose of and consideration therein expressed, and in the capacity therein stated.

Given my hand and seal of office, this the _____ day of _____, 20____.

Notary Public, State of Texas

My Commission expires : _____

KNOW ALL MEN BY THESE PRESENTS:

That I, Eduardo Martinez, a Registered Professional Land Surveyor of 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.

PRELIMINARY
Signature: _____ FOR REVIEW ONLY.
THIS DOCUMENT SHALL NOT BE
RECORDED FOR ANY PURPOSE.
Date: _____

STATE OF TEXAS
COUNTY OF DALLAS

BEFORE ME, the undersigned, a Notary Public in and for The State of Texas, on this day personally appeared Eduardo Martinez, known to me to be the person and officer whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purposes and considerations therein expressed and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE this the _____th day of _____, 20____.

Notary Public in and for the State of Texas

FINAL PLAT
OF
HARVEST PHASE 6B

LOTS 1-14, BLOCK 58; LOTS 1X & 1-16, BLOCK 59;
LOTS 1X, 2X & 7-17, BLOCK 60 AND LOTS 1X & 4-23, BLOCK 79

BEING 13.740 ACRES
SITUATED IN THE
PATRICK ROCK SURVEY, ABSTRACT NO. 1063
IN THE
ETJ OF TOWN OF NORTHLAKE, DENTON COUNTY, TEXAS
65 LOTS BY USE
(61 RESIDENTIAL AND 4 NON-RESIDENTIAL
/OPEN SPACE LOTS)

JANUARY 2020

APPROVED BY THE NORTHLAKE TOWN COUNCIL ON:

Date _____

Mayor, Town of Northlake

Town Secretary, Town of Northlake

REVIEWED AND APPROVED BY
BELMONT FRESH WATER SUPPLY DISTRICT NO. 1:

Date _____

DISTRICT ENGINEER

BELMONT FRESH WATER SUPPLY DISTRICT NO. 1



DEVELOPER / OWNER:
BELMONT 407, LLC
3000 TURTLE CREEK BLVD.
DALLAS, TEXAS 75219
PHONE: (972) 201-2800

ENGINEER / SURVEYOR:
JONES CARTER
Texas Board of Professional Engineers Registration No. F-439
6509 Windcrest Drive, Suite 600 Plano, Texas 75024
972.488.3880
Texas Board of Professional Land Surveying Registration No. 100461-03
Contact: Eddie Martinez, E-mail: emartinez@jonescarter.com

Memo

To: Honorable Mayor and Town Council
From: Nathan Reddin, Development Director
CC: Drew Corn, Town Administrator
Shirley Rogers, Town Secretary
Date: January 23, 2020
Re: Revision to Site Plan of Northlake Commons Phase 5 (SP-20-001)

Purpose: Consider approval of a revision to the Site Plan, with a variance to drive-through stacking requirements, of Northlake Commons Phase 5, a proposed two-building, 17,770 square-foot commercial development on 1.654 acres situated in the Patrick Rock Survey, Abstract No. 1063, platted as Lot 3, Town Commons, generally located on the north side of FM 407 approximately 600 feet west of Harvest Way, and zoned Mixed-Use Planned Development (MPD).

Owner: Harvest FM 407 LTD

Applicant/Developer: Office Equity Solutions

Engineer/Surveyor: Baird, Hampton & Brown Inc.

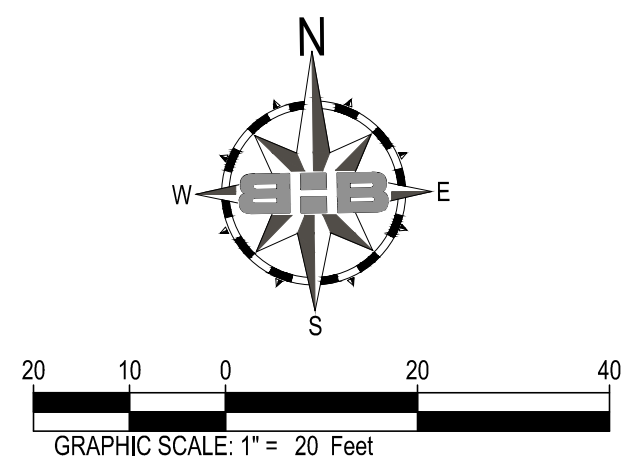
Background: A Site Plan for Northlake Commons Phase 5 was approved by Town Council on August 22, 2019. Since then the developer has finalized a lease agreement with Lamar National Bank which requires a drive-through. The purpose of this revision is to add a drive-through for the bank.

Analysis: The requested revision to the site plan is only to add a bank drive-through facility. A revised site plan and revised building elevations and renderings have been provide for approval. There is no other impact on the remainder of the site except for the reduction of a six parking spaces in the general area of the proposed drive-through. 74 parking spaces are still provided which exceeds the required 71 spaces for retail/commercial use.

The UDC requires financial institution drive-through facilities to provide a minimum of 5 stacking spaces measuring eight (8') feet by twenty (20') feet for each teller window or station. The stacking spaces shall be outside of any right-of-way, fire lane or similar access. Due to constraints on the site, only one stacking space is provided at each teller station. The UDC provides that Town Council may approve a variance to the stacking requirements with site plan approval. Staff has no objection to this request due to the site constraints and the fact that it won't impact traffic on a public right-of-way.

Staff Findings: Staff has reviewed the site plan revision and finds it meets all applicable requirements of the Unified Development Code (UDC) except for the stacking requirement for drive-through facilities as noted above.

1. ALL LINES, GRADES, CONSTRUCTION STAKING AND LAYOUT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR.
2. PRIOR TO BEGINNING CONSTRUCTION, CONTRACTOR SHALL VERIFY ALL DIMENSIONS IN THE FIELD AND REPORT ANY DISCREPANCIES TO THE OWNER'S AGENT.
3. CONTRACTOR SHALL IMPLEMENT AND MAINTAIN EROSION AND SEDIMENTATION CONTROL MEASURES THROUGHOUT THE CONSTRUCTION PERIOD.
4. EXISTING MATERIALS SHALL BE REMOVED FROM THE CONSTRUCTION SITE AND DEPOSITED ONTO ADJACENT PROPERTIES SHALL BE REMOVED BY THE CONTRACTOR AT CONTRACTOR'S EXPENSE.
5. ALL DIMENSIONS ARE TO FACE OF CURB OR EDGE OF PAVEMENT UNLESS SHOWN OR INDICATED OTHERWISE.
6. ALL DIMENSIONS ARE PARALLEL OR PERPENDICULAR TO EAST PROPERTY LINE BEARING OF N 0°00'03" E UNLESS OTHERWISE SHOWN OR INDICATED.
7. EXISTING UTILITY DATA IS PROVIDED FOR INFORMATION ONLY. ALTHOUGH SHOWN AS ACCURATE AS POSSIBLE, THE CONTRACTOR IS RESPONSIBLE FOR COORDINATING WITH MUNICIPAL AND FRANCHISE UTILITY COMPANIES AND LOCATING ALL UTILITIES IN THE FIELD PRIOR TO CONSTRUCTION.
8. CONTRACTOR SHALL PROTECT ALL EXISTING UTILITIES, OVERHEAD UTILITY POLES AND GUY LINES THROUGHOUT CONSTRUCTION.
9. CONTRACTOR SHALL CALL 811* AT LEAST 48 HOURS PRIOR TO CONSTRUCTION.
10. ALL MATERIALS AND WORKMANSHIP SHALL CONFORM TO THE LATEST STANDARD SPECIFICATIONS FOR PUBLIC WORKS' CONSTRUCTION FOR NORTH CENTRAL TEXAS AND TOWN OF NORTHLAKE CRITERIA.



EXISTING	LEGEND	PROPOSED
	PROPERTY LINE	
	BUILDING FOOTPRINT	
	CURB & GUTTER	
	CONCRETE PAVEMENT	
	CONCRETE SIDEWALK	
	FIRE LANE	
	ELEVATION CONTOUR	
	FLOW ARROW	
	SIGN	
	GATE VALVE	
	FIRE HYDRANT	
	WATER METER	
	SANITARY SEWER MANHOLE	
	SANITARY SEWER CLEANOUT	
	UTILITY POLE	
	LIGHT POLE	
	OVERHEAD UTILITY LINE	
	TEMPORARY BENCH MARK	
	SIDEWALK RISER	

SITE SUMMARY TABLE		
PROPOSED LOT		LOT 3
LOT AREA		72,070.00 SF
BLDG AREA		
BLDG A		7,100 SF
BLDG B		10,670 SF
BLDG AREA TOTAL		17,770 SF
BLDG HEIGHT		
BLDG A		ONE STORY
BLDG B		ONE STORY
OPEN SPACE REQUIRED	10%	7207.00 SF
OPEN SPACE PROVIDED	16.49%	11881.00 SF
IMPERVIOUS AREA	83.51%	60189.00 SF
PARKING DATA		
REQUIRED PARKING		71
PROVIDED PARKING		74
REQUIRED ACCESSIBLE PARKING		4
PROVIDED ACCESSIBLE PARKING		6
* 1 SPACE PER 250 BLDG SQFT - RETAIL/COMMERCIAL		

SITE PLAN
of
NORTHLAKE COMMONS PHASE 5
Lot 3, Town Commons
Town of Northlake, Denton County, Texas
1.654 Acres
Zoned Mixed-Use Planned Development (MPD)
DECEMBER 2019

B=B
BAIRD, HAMPTON & BROWN
engineering and surveying

1001 William D. Tate Ave., Ste 500 Grapevine, TX 76039
mail@bhbinc.com • 817.251.8550 • bhbinc.com
TBPE Firm #44 • TBPLS FIRM #10011302

 OFFICE EQUITY SOLUTIONS
365 Miron, Suite A,
Southlake, TX 76092

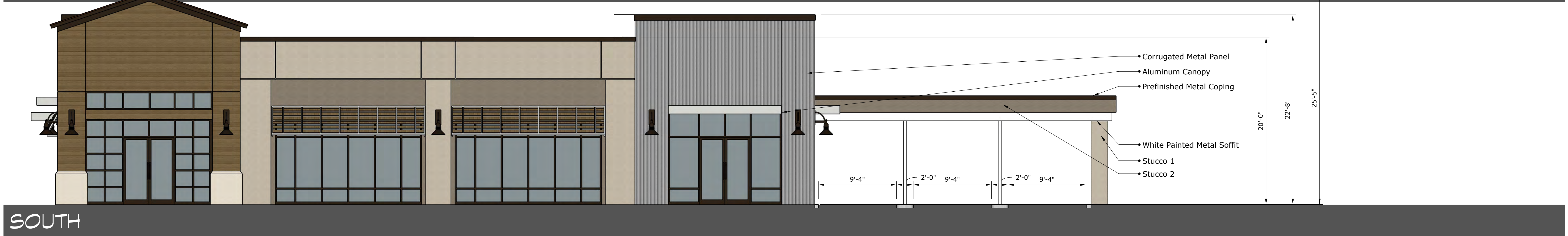
NORTHLAKE COMMONS LOT 3 PHASE 5
CLEVELAND-GIBBS RD & FM 407
NORTHLAKE, TX 76002

**SITE EXHIBIT - STACKING
VARIANCE REQUEST**

THIS DOCUMENT IS
RELEASED FOR THE
PURPOSE OF INTERIM
REVIEW UNDER THE
AUTHORITY OF
KYLAR LYLE WIERZBICKI, PE
TX 130824.
IT IS NOT INTENDED FOR
CONSTRUCTION, BIDDING, OR
PERMIT PURPOSES.

PROJECT NUMBER: 2018.759.00	
DATE: 12/20/2019	DRAWN BY: D
DESIGNED BY: SLW	CHECKED BY: SLW

SHEET
4
4 of 26



**TOWN OF NORTHLAKE
ORDINANCE NO. 20-0123**

SPEED ZONE ORDINANCE

AN ORDINANCE ALTERING THE PRIMA FACIE SPEED LIMITS ESTABLISHED FOR VEHICLES UNDER THE PROVISIONS OF TRANSPORTATION CODE, SECTION 545.356 UPON INTERSTATE HIGHWAY 35W NORTH BOUND FRONTAGE ROAD OR PARTS THEREOF, WITHIN THE INCORPORATE LIMITS OF THE TOWN OF NORTHLAKE, AS SET OUT IN THIS ORDINANCE AND PROVIDING A PENALTY OF A FINE NOT TO EXCEED \$200.00 FOR THE VIOLATION OF THIS ORDINANCE.

WHEREAS, Section 545.356 of the Texas Transportation Code, provides that whenever the governing body of the Town shall determine upon the basis of an engineering and traffic investigation that any prima facie speed therein set forth is greater or less than is reasonable or safe under the conditions found to exist at any intersection or other place or upon any part of a street or highway within the Town, taking into consideration the width and condition of the pavement and other circumstances on such portion of said street or highway, as well as the usual traffic thereon, said governing body may determine and declare a reasonable and safe prima facie speed limit thereat or thereon by the passage of an ordinance, which shall be effective when appropriate signs giving notice thereof are erected at such intersection or other place or part of the street or highway;

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

SECTION 1. Upon the basis of an engineering and traffic investigation heretofore made as authorized by the provisions of Transportation Code, Section 545.356, the following prima facie speed limits hereafter indicated for vehicles on the attached Exhibit "A" (strip map) are hereby determined and declared to be reasonable and safe, and such speed limits are hereby fixed at the rate of speed indicted for vehicles traveling upon the named streets and highways, or parts thereof, described as follows:

A. BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF NORTHLAKE:

1. That from and after the date of the passage of this speed zone ordinance, no motor vehicle shall be operated along and upon Interstate Highway 35W northbound frontage road within the corporate limits of the Town of Northlake in excess of speeds now set forth in Exhibit "A".

SECTION 2. The Mayor of Northlake is hereby authorized to cause to be erected appropriate signs indicating such speed zones.

SECTION 3. Any person violating any of the provisions of this ordinance shall be deemed guilty of a misdemeanor and upon conviction thereof shall be fined in any sum not to exceed Two Hundred Dollars (\$200.00).

Passed and approved on this the 23rd day of January 2020.

Town of Northlake

David Rettig, Mayor

Attest:

Shirley Rogers, Town Secretary

Approved as to legal form:

Town Attorney

I, Shirley Rogers, Town Secretary of the Town of Northlake, Texas, hereby certify that the above and foregoing is a true and correct copy of Ordinance No. 20-0123 adopted by the Town Council of the Town of Northlake, Texas, on January 23, 2020.

To certify which, witness my hand and seal of office this the ____ day of January 2020.

Shirley Rogers, Town Secretary
Town of Northlake, Texas

IH 35 W FR. RD. (NB)

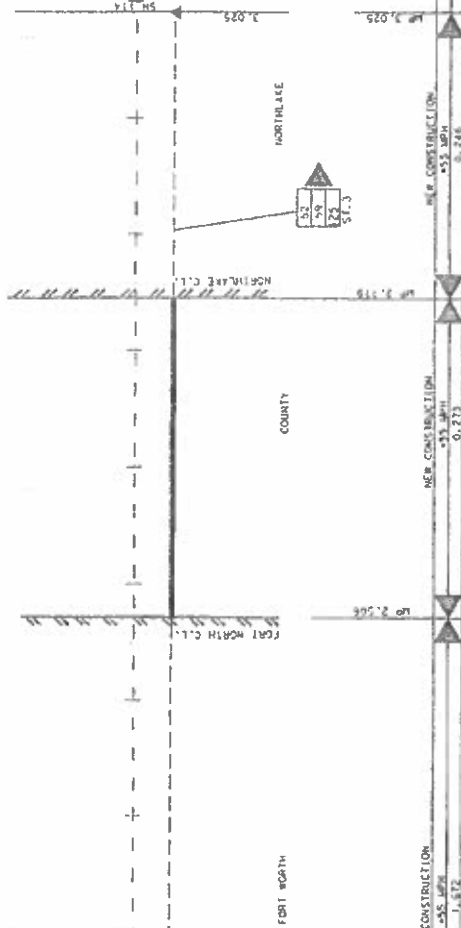
DEVELOPMENT
REF. SIGHT DISTANCE
BULL BANK OR ADVISORY SPEED
GRADES OVER 3%
SURFACE WIDTH AND TYPE
R.O.W. AND ROAD WIDTH
ACCIDENTS
ZONE LENGTHS (MILES)
ZONE SPEEDS (M.P.H.)



TOWARD
FORT WORTH

C.L. BEARINGS

TOWARD
DENTON



EXISTING SPEED
ZONE SPEEDS (M.P.H.)
ZONE LENGTHS (MILES)
ACCIDENTS
R.O.W. AND ROAD WIDTH
SURFACE WIDTH AND TYPE
GRADES OVER 3%
BULL BANK OR ADVISORY SPEED
REF. SIGHT DISTANCE
DEVELOPMENT

SECTION ONE		SECTION TWO		SECTION THREE	
STA. OR M.P.	COM. AND SECT.	STA. OR M.P.	COM. AND SECT.	STA. OR M.P.	COM. AND SECT.
BEGINS	BEGINS	BEGINS	BEGINS	BEGINS	BEGINS
ENDS	ENDS	ENDS	ENDS	ENDS	ENDS

85 PERCENTILE SPEED
TOP SPEED MEASURED
NUMBER OF CARS CHECKED

FATAL ACCIDENT
PERSONAL INJURY ACCIDENT
PROPERTY DAMAGE ACCIDENT
INDICATES SECTION ZONED
BY COMMISSION MINUTE
SIGNALIZED INTERSECTION
TRIAL RUN

SPEED ZONE

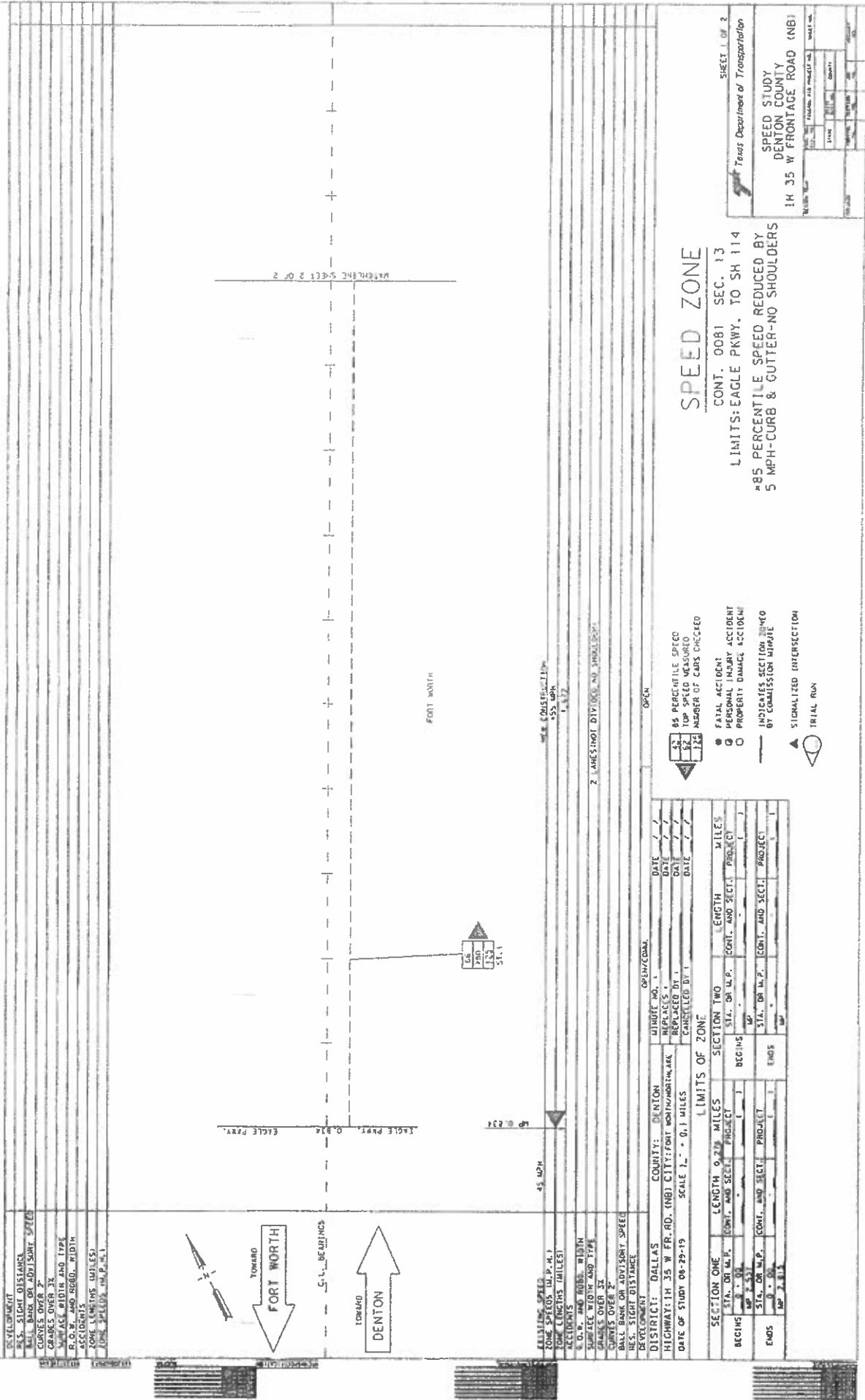
CONT. 0081 SEC. 13
LIMITS: EAGLE PKWY. TO SH 114
#85 PERCENTILE SPEED REDUCED BY
5 MPH-CURB & GUTTER-NO SHOULDERS

TEXAS Department of Transportation

SPEED STUDY
DENTON COUNTY
IH 35 W FRONTAGE ROAD (NB)

DATE: 10/1/2010
BY: [Signature]
CHECKED: [Signature]
APPROVED: [Signature]

IH 35 W FR. RD. (NB)



SPEED ZONE

CONT. 0081 SEC. 13
 LIMITS: EAGLE PKWY. TO SH 114
 85 PERCENTILE SPEED REDUCED BY
 5 MPH-CURB & GUTTER-NO SHOULDERS

Trans Department of Transportation

SPEED STUDY
 DENTON COUNTY
 IH 35 W FRONTAGE ROAD (NB)

DATE	PROJECT
DATE	PROJECT
DATE	PROJECT
DATE	PROJECT

- 85 PERCENTILE SPEED
- TOP SPEED MEASURED
- NUMBER OF CARS CHECKED
- FATAL ACCIDENT
- PERSONAL INJURY ACCIDENT
- PROPERTY DAMAGE ACCIDENT
- INDICATES SECTION ZONE BY COMMISSION MINUTE
- SIGNALIZED INTERSECTION
- TRIAL RUN

SECTION ONE		SECTION TWO		LIMITS OF ZONE	
STA. ON M.P.	ENDS	STA. ON M.P.	ENDS	STA. ON M.P.	ENDS
0+00	0+25	0+25	1+00	0+25	1+00
0.00	0.25	0.25	1.00	0.25	1.00
0.00	0.25	0.25	1.00	0.25	1.00
0.00	0.25	0.25	1.00	0.25	1.00

ORIGINAL

DISTRICT: DALLAS

COUNTY: DENTON

DATE OF STUDY: 08-29-19

SCALE: 1" = 0.1 MILES

DATE OF STUDY: 08-29-19

SCALE: 1" = 0.1 MILES



Texas Department of Transportation

4777 EAST US HIGHWAY 80, MESQUITE, TEXAS 75150-6643 | 214-320-6100 | WWW.TXDOT.GOV

December 05, 2019

Control: 0081-13
Highway: IH 35W NB FR
County: Denton

Eric J. Tamayo
Public Work Director
1400 FM 407
Northlake, TX 76247

Subject: Speed Zones

Dear Mr. Tamayo:

Attached for your information and handling is a computer printout of the speed zone study on IH 35W NB Frontage Road in the City of Northlake. The speed zone study was done after the request from TxDOT, Denton Area Office and the completion of the construction project. The printout shows that the recommended speeds correspond to the speeds at which the normal and prudent driver is driving under the existing conditions.

To proceed with the changing of the speed limits, TxDOT requires a signed city ordinance matching the zones on the speed study. To assist the City in the preparation of the ordinance, a sample speed zone ordinance has been attached to serve as a guide. Please forward the signed ordinance to our office by January 18, 2020 for further processing. Upon receipt of the ordinance from the City of Northlake, TxDOT will furnish and install the necessary signs at the proper locations. Should the City already have an ordinance on file that matches the limits shown on the study, please forward a copy of that to our office for our records.

If we may be of further assistance, please feel free to contact Bahman Afsheen, P.E. at the above address or by telephone at 214-320-6229.

Sincerely,

Felicia R. Cortez, P.E.
District Traffic Engineering Supervisor

Attachments



David A. Rettig, Mayor
Rena Hardeman, Council Place 1
Jimmy Lambert, Council Place 2

Brian Montini, Mayor Pro Tem, Council Place 3
Roger Sessions, Council Place 4
Danny Simpson, Council Place 5

**Town Council Agenda
Regular Meeting Minutes
Thursday, December 12, 2019
Chamber Room - 1500 Commons Circle, Suite 300 – Northlake, Texas 76226**

1. Mayor David Rettig called the regular work session to order at 6:31 pm, quorum present

Council Members present: David Rettig, Rena Hardeman, Jimmy Lambert, Brian Montini, Roger Sessions, Danny Simpson (arrived at 6:43 pm)

Staff present: Drew Corn, Town Administrator; Nathan Reddin, Development Director; Robert Crawford, Chief of Police, Eric Tamayo, Public Works Director; John Zagurski, Finance Director; Brandon Doughty, PW Superintendent; Megan Doughty, Utility Clerk; Kyle Garcia, Planner and Shirley Rogers, Town Secretary

Consultants present: Bradley Anderle, Town Attorney; Ben McGahey, PE, Town Engineer

Invocation given by Pastor Dusty Burris, Northlake Bible Church

Pledge of Allegiance led by Mayor Rettig

2. Briefing Items

- A. Mayor Rettig and Town Administrator Corn address the TXDOT Driveway Access Town Coordination Options with council
- B. Mayor Rettig and Town Administrator Corn presented the Design Options for North Water Tower tank design and cost associated with it (included: lighting enhancements, enhanced paint, augmented bowl shape and enhancements or extensions to the top of the bowl w substantial cost increase and project delays)
- C. Public Works Director Eric Tamayo gave the Public Works Update and Overview of his department during 2019. Included: total work orders of 3,000; over 2300 residential and commercial water meter sets; road maintenance, sewer cleaning, Currently, is a fully staffed with three crews, a Plant Operator and Superintendent
- D. Mayor Rettig gave an update on the potential Ridgeview Estates Development located in the extraterritorial jurisdiction of Northlake stating the developer is requesting reduce minimum lot size for residential served by septic. Met with developer before the meeting and stated developer will submit another concept plan showing some minor changes for council to review and consider

3. Mayor Rettig called the regular meeting to order at 7:48 pm, all present

4. Public Input

- Anita Braddock and Kim Matheson, residents of Justin spoke about the proposed FM 407 expansion and stated they were against it going thru their neighborhood. They would lose some property if it continued westward as presented at a public hearing. Disappointed in the lack of information from City of Justin
- Laura McGregor, resident of Northlake, ask the council to consider passing an ordinance to become a sanctuary city for the unborn
- Kyle Copp, resident of Justin, stated he and his wife Judy (present at the meeting) were opposed to the FM 407 expansion coming thru their neighborhood. They lived on 12th Street. They were not getting much information from the City of Justin
- Trace Arnold, resident of Northlake's ETJ, stated he had a driveway permit application with TxDOT currently and ask the town for assistance in getting this pushed along more quickly
- Joel McGregor, resident of Northlake, stated he was opposed to spending any additional funds on the water tower; and on the Ridgeview Development, asked the council to allow for smaller lot sizes and not to give any of the town's money away to developers as incentives
- Bill Moore, resident of Northlake, stated he was opposed to the smaller lot developments and had concerns with septic spray field encroaching on other properties

5. Regular Items

Mayor Rettig moved Item N as the first item under Regular Items

N. Council Member Hardeman made the motion to table a resolution with the City of Justin for the Farm-to-Market 407 Improvement Project Joint Support for Alignment and Scope. 2nd by Council Member Simpson
Vote: motion passed unanimous

E. Council Member Simpson made the motion to approve the Final Plat of Canyon Falls Village W8 & W9, a phase of the Canyon Falls development consisting of 70 single-family residential lots and 2 HOA/Open Space lots on approximately 16.30 acres of land in the MEP & PRR Survey, Abstract No. 913, generally located north of the terminus of Glendale Lane approximately 650 feet north of Canyon Falls Drive, and zoned Mixed-Use Planned Development (MPD). Nash Canyon Falls, LLC is the owner. Newland Real Estate Group, LLC is the applicant/developer. J. Volk Consulting, Inc. is the engineer/surveyor. Case # FP-19-012. 2nd by Council Member Lambert
Vote: motion passed unanimous

F. Council Member Simpson made the motion to approve the Final Plat of Lot 1, Block A, Elizabeth Town Addition, a 1.527-acre tract of land out of the G.W. Shamblin Survey, Abstract No. 1191, bounded by IH 35W on the north and west, Old Elizabethtown Road on the east, and vacant land in the City of Fort Worth on the south, and zoned Mixed-Use Planned Development (MPD). Sahil Property LLC is the owner. North Lake Lodging is the applicant/developer. CBG Surveying Texas LLC is the surveyor. Case # FP-19-015. 2nd by Mayor Pro Tem Montini
Vote: motion passed unanimous

G. Council Member Simpson made the motion to approve the Site Plan for Best Western, a proposed 45,380 square-foot, 61-room hotel on 1.527 acres, to be platted as Lot 1, Block A, Elizabeth Town Addition, bounded

by IH 35W on the north and west, Old Elizabethtown Road on the east, and vacant land in the City of Fort Worth on the south, and zoned Mixed-Use Planned Development (MPD). Sahil Property LLC is the owner. Northlake Lodging Development is the applicant/developer. Triangle Engineering is the engineer. Case # SP-19-006. 2nd by Mayor Pro Tem Montini

Vote: motion passed unanimous

- H. Mayor Pro Tem Montini made the motion to approve the Final Plat of Lot 8, Town Commons, a 1.172-acre tract of land out of the Patrick Rock Survey, Abstract No. 1063, generally located on the north side of FM 407 approximately 300 feet west of Harvest Way, and zoned Mixed-Use Planned Development (MPD). Northlake Development LTD is the owner. Office Equity Solutions is the applicant/developer. Baird, Hampton & Brown Inc. is the engineer/surveyor. Case # FP-19-013. 2nd by Council Member Simpson

Vote: motion passed unanimous

- I. Mayor Pro Tem Montini made the motion to approve the Site Plan of Northlake Commons Phase 7, a proposed one-building, 10,212 square-foot commercial development on 1.115 acres situated in the Patrick Rock Survey, Abstract No. 1063, to be platted as Lot 8, Town Commons, generally located on the north side of FM 407 approximately 300 feet west of Harvest Way, and zoned Mixed-Use Planned Development (MPD). Northlake Development LTD is the owner. Office Equity Solutions is the applicant/developer. Baird, Hampton & Brown Inc. is the engineer/surveyor. Case # SP-19-007. 2nd by Council Member Simpson

Vote: motion passed unanimous

- J. Mayor Pro Tem Montini made the motion to approve Resolution No. 19-38 authorizing the Town Administrator to enter into a developer participation agreement with Fellowship of the Parks Baptist Church, for the construction of an oversized water line and related infrastructure improvements, being extended to serve Lot 1, Block A, Fellowship of the Parks. 2nd by Council Member Lambert

Vote: motion passed unanimous

- K. Mayor Pro Tem Montini made the motion to approve Resolution No. 19-34 of the Town Council approving and authorizing the Town Administrator to enter into a contract with AAA Data Communications, Inc. for the installation of a camera monitored security and controlled access system. 2nd by Council Member Lambert

Vote: motion passed unanimous

- L. Council Member Sessions made the motion to approve Resolution No. 19-35 for professional services for Delinquent Court Collections and to include all findings required by Section 2254.1036 of the Texas Government Code. 2nd by Council Member Simpson

Vote: motion passed unanimous

- M. Council Member Sessions made the motion to approve Resolution No. 19-36 for professional services for Delinquent Property Tax Collections and include all findings required by Section 2254.1036 of the Texas Government Code. 2nd by Council Member Simpson

Vote: motion passed unanimous

O. Council Member Hardeman made the motion to cancel the January 9th, 2020 Council Meeting. 2nd by Council Member Lambert

Vote: motion passed unanimous

P. Mayor Pro Tem Montini made the motion to approve the Town Council Meeting Minutes of November 14, 2019. 2nd by Council Member Simpson

Vote: motion passed unanimous

Mayor Rettig asked for a vote to extend meeting past 9:30 pm cut off time

Council Member Sessions moved to extend meeting time until 10:00 pm. 2nd by Council Member Lambert

Vote: motion passed unanimous

6. Mayor Rettig convened the council into Executive Session at 9:20 pm

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 (2) on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter. The Town Council may adjourn into executive session for consultation with the Town Attorney regarding:

- (i) Legal advice on any matter related to any posted agenda item; or
- (ii) Legal advice related to Ridgeview Estates development options; or
- (iii) Pending or contemplated litigation; or
- (iv) Supreme Court of Texas - Town of Northlake vs City of Justin. No. 18-0651; or
- (v) Case # FP 18-020 considered by the Town at the January 24, 2019 Town Council meeting; or
- (vi) Potential litigation related to Eagleton and Applewood road failures; or
- (vii) Potential litigation related to Dale Earnhardt Way road failures; or
- (viii) Interlocal agreement between Town and City of Fort Worth executed on August 6, 1997.

b. Section 551.087 authorizes a governmental body to discuss in executive session regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations or to deliberate the offer of a financial or other incentive to such a business prospect. The Town Council may adjourn into executive session to discuss or deliberate:

- (i) Purchase and Sales Agreement for the Hotel Conference Center Development
- (ii) Management Agreement for the Hotel Conference Center Development

7. Mayor Rettig reconvened the council into Open Session at 10:00 pm. No action taken as a result of the closed session

- Q. Tabled - Consider for approval a resolution authorizing the Town Administrator to enter into a Purchase and Sales Agreement for the purchase of property on which the Town Conference Center will be located and which the partnering host hotel will be collocated
 - R. Tabled - Consider for approval a resolution authorizing the Town Administrator to enter into a Management Agreement for the management by Lodging Host, Inc. of the Town Conference Center as agreed to by the approved Development Agreement
8. Mayor Rettig adjourned the meeting at 10:02 pm

Passed and approved on this the 23rd day of January 2020

Town of Northlake, Texas

Mayor David Retting

Attest:

Shirley Rogers, Town Secretary



David A. Rettig, Mayor
Rena Hardeman, Council Place 1
Jimmy Lambert, Council Place 2

Brian Montini, Mayor Pro Tem, Council Place 3
Roger Sessions, Council Place 4
Danny Simpson, Council Place 5

**Town Council
Special Called Meeting Minutes
Tuesday, December 17, 2019
Chamber Room - 1500 Commons Circle, Suite 300 – Northlake, Texas 76226**

1. Mayor David Rettig called the special meeting to order at 7:33 pm, quorum present

Council Members present: David Rettig, Rena Hardeman, Jimmy Lambert, Brian Montini, Roger Sessions, Danny Simpson

Staff present: Drew Corn, Town Administrator; Shirley Rogers, Town Secretary

Consultants present: Legal Counsel Frederick Quast with Taylor Olson, Adkins, Sralla, & Elam LLC and Terry Moore, Legal Counsel with Messer Fort McDonald

2. Mayor Rettig convened the Council into Executive Session at 7:33 pm to discuss the following items:

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 (2) on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter. The Town Council may adjourn into executive session for consultation with the Town Attorney regarding:
 - (i) Legal advice on any matter related to any posted agenda item; or
 - (ii) Legal advice related to Ridgeview Estates development options; or
 - (iii) Pending or contemplated litigation; or
 - (iv) Supreme Court of Texas - Town of Northlake vs City of Justin. No. 18-0651; or
 - (v) Case # FP 18-020 considered by the Town at the January 24, 2019 Town Council meeting; or
 - (vi) Potential litigation related to Eagleton and Applewood road failures; or
 - (vii) Potential litigation related to Dale Earnhardt Way road failures; or
 - (viii) Interlocal agreement between Town and City of Fort Worth executed on August 6, 1997.
- b. Section 551.074 authorizes certain deliberations about officers and employees of the governmental body to be held in executive session. The Town Council may adjourn into executive session for deliberation regarding
 - (i) Town Administrator Compensation

- c. Section 551.087 authorizes a governmental body to discuss in executive session regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations or to deliberate the offer of a financial or other incentive to such a business prospect. The Town Council may adjourn into executive session to discuss or deliberate:
- (i) Purchase and Sales Agreement for the Hotel Conference Center Development
 - (ii) Management Agreement for the Hotel Conference Center Development
3. By general consent, Mayor Rettig reconvened Council into Open Session at 8:12 pm and the following items were acted upon:

- A. Mayor Pro Tem Montini made the motion to approve a resolution authorizing the Town Administrator to enter into a Purchase and Sales Agreement for the purchase of property on which the Town Conference Center will be located and which the partnering host hotel will be collocated. 2nd by Council Member Lambert

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

- B. Mayor Pro Tem Montini made the motion to approve a resolution authorizing the Town Administrator to enter into a Management Agreement for the management by Lodging Host, Inc. of the Town Conference Center as agreed to by the approved Development Agreement. 2nd by Council Member Lambert

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

Mayor Rettig reconvened the Council into Executive Session at 8:19 pm

The Town Council came out of executive session at 9:28 pm to make the following motion:

Council Member Simpson made the motion to extend the meeting time until 10:00 pm. 2nd by Council Member Sessions

Vote: motion passed unanimous

Council then went back into Executive Session until 10:02 pm.

Open Session - No further action was taken as a result of the closed session

4. By general consent, Mayor Rettig adjourned the meeting at 10:02 pm

Passed and approved on this the 23rd day of January 2020

Town of Northlake, Texas

David Rettig, Mayor

Attest:

Shirley Rogers, Town Secretary

NORTHLAKE MAYOR AND COUNCIL COMMUNICATION

DATE: JANUARY 23, 2020

REF #: N/A

SUBJECT: COUNCIL APPOINTMENTS TO BOARDS, COMMISSIONS AND
ADVISORY GROUPS



GOALS/OBJECTIVES:

- Promote Public Involvement (Council Goal)
- Diversify the Tax Base; Attract high-quality, compatible commercial growth (Council Goal)
- Control our Own Destiny (Council Goal)
- Define and Strengthen our Identity; Build an event/conference center (Council Goal)

BACKGROUND INFORMATION:

Northlake Mayor and Council encourage involvement on boards and advisory groups.

- Northlake Economic Development Corporation
 - Board member Austin Jackson recently resigned which creates vacancy
 - Per Mayor Rettig's direction, Town social media made appeal for volunteers
 - Applications received at time of agenda packet delivery included
- 2020 Census Complete Count Committee vehicle to direct queries and requests for information to appropriate Census Bureau staff
- Hotel Conference Design Advisory Group
 - Agreed to by developer to provide input on design elements of conference center
 - Advisory Group will provide professional expertise and report back to Council

COUNCIL APPOINTMENTS:

- Review applications and appoint board member for Economic Development Corporation
- Recommended Complete County Committee appointments
 - Mayor Rettig
 - Shirley Rogers, Town Secretary
 - Tara Barton, Communications and Marketing Coordinator
- Recommended Design Advisory Group appointments
 - Laney Feazell, Schluter Systems
 - Farmer Brothers representative to be determined
 - Shane Harris, Architect, RGA Architects
 - Angela Jacobs, Interior Designer, Jacobs and Associates
 - Kyle Garcia, Town Planner

Shirley Rogers

From: noreply@civicplus.com
Sent: Thursday, January 9, 2020 9:53 AM
To: Shirley Rogers
Subject: Online Form Submittal: Board, Commission and Advisory Group Application

Board, Commission and Advisory Group Application

JAN 09 2020

AR-

Board Commission Advisory Group [Board Commission Advisory Group \(PDF\)](#)

Name	Brant Deranger
Address	6325 Faught Rd.
City	Northlake
State	Texas
Zip Code	76226
Home Phone	9402059592
Work Phone	Field not completed.
Email Address	Field not completed.
Occupation, Experience, Degrees Held	6325 Faught Rd.
Explain why you would like to serve on this board, commission or advisory group.	My family and I are members of the community and would like to give back to the community that has given us so much. I want to ensure our city grows in a sustainable and economically profitable manner.
Do you have any potential conflicts of interest?	No
Explain any related experience you may have.	I have 15 years of experience as a business executive and currently run a 60M\$ P&L within a billion dollar company. I'm a leader, and have been so since my youth, having served on student government at the college level. I also have put together and negotiated several business deals that were highly complex and had multi-million dollar impact around the world.

What do you feel you have to offer this group?

Large scale operations and business experience. Great depth in deal negotiation. Additionally, I'm an active member of the community who cares deeply about our future together.

Indicate your interest by checking one of the following:

Northlake Economic Development Corporation (EDC)

Email not displaying correctly? [View it in your browser.](#)

Print**Board, Commission and Advisory Group Application - Submission #382****Date Submitted: 1/16/2020****Board Commission Advisory Group****[Board Commission Advisory Group \(PDF\)](#)****Name**

Matthew Garrett

Address

1517 Eagleton Ln.

City

Northlake

State

TX

Zip Code

76226-1854

Home Phone

214-498-4502

Work Phone

972-350-4728

Email Address

matthewscottgarrett@gmail.com

Occupation, Experience, Degrees Held

Director of Safety & Security, 15 years in Public Safety, BS-Emergency Administration and Planning.

Explain why you would like to serve on this board, commission or advisory group.

I would like to be involved in helping Northlake develop. My family has enjoyed living in Northlake and I feel excited for the town's future. I feel it is important to help support economic development to ensure the citizens of Northlake have places to shop, eat and have better access to other important services.

Do you have any potential conflicts of interest?

No. I am a government employee but the Northlake EDC does not fall within the jurisdiction of my employer.

Explain any related experience you may have.

I have not had any experience with a EDC or related entity.

What do you feel you have to offer this group?

I have an honest opinion, I take a common sense approach and I have a desire to serve Northlake.

Indicate your interest by checking one of the following:

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

Print**Board, Commission and Advisory Group Application - Submission #380****Date Submitted: 1/15/2020**

Board Commission Advisory Group

[Board Commission Advisory Group \(PDF\)](#)

Name

Terry King

Address

City

North Richland Hills

State

TX

Zip Code

76182

Home Phone

8177889168

Work Phone

8176475640

Email Address

King@lamarnational.com

Occupation, Experience, Degrees Held

Lamar National Bank
Market PresidentExplain why you would like to serve on this board,
commission or advisory group.

I am very interested in community development. I believe I can provide information pertaining to development , finance and consumer growth. After serving on numerous boards within the KISD and Chamber boards I feel I can add value to the Northlake community.

Do you have any potential conflicts of interest?

N/A

Explain any related experience you may have.

KISD Advisory board
Chambers

What do you feel you have to offer this group?

24 years of banking experience and the knowledge to help small communities grow into a town. I feel my lending career can also add value in bringing business to Northlake.

Indicate your interest by checking one of the following:

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

Print**Board, Commission and Advisory Group Application - Submission #381****Date Submitted: 1/15/2020**

Board Commission Advisory Group

[Board Commission Advisory Group \(PDF\)](#)**Name**

Adam Quinn

Address

2600 Woodhill Way

City

Northlake

State

Tx

Zip Code

76247

Home Phone

9407657868

Work Phone

9407655832

Email Address

aquinn124@gmail.com

Occupation, Experience, Degrees Held

Sales, 8 years as Public Sector and Private Sector Account manager as well as retail Solution Specialist. Associates in General Studies

Explain why you would like to serve on this board, commission or advisory group.

I'm a new resident in Northlake and I'm very interested in the future development of the area. I want to be able to serve the community when possible and help make it the best place to live in North Texas.

Do you have any potential conflicts of interest?

Current Northlake Verizon Account manager

Explain any related experience you may have.

Currently work with many cities (City Managers, Police, Fire, P&R Directors) helping them overcome challenges with communications and mobile work force.

What do you feel you have to offer this group?

I believe that if there is a challenge or a project that Northlake is working on I may be able to pull ideas or resources from other cities to help see what has worked elsewhere. Also, Passion. This is where my kids will be raised and I'm very passionate about having them grow in a safe community environment that they will love.

Indicate your interest by checking one of the following:

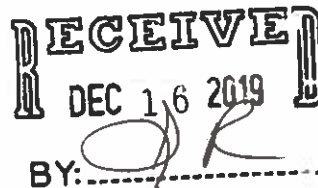
- ☐ Northlake Community Development Corporation (CDC)
- ☒ Northlake Economic Development Corporation (EDC)
- ☐ Other Advisory Groups (as needed)

From: noreply@civicplus.com
Sent: Monday, December 16, 2019 12:47 PM
To: Shirley Rogers
Subject: Online Form Submittal: Board, Commission and Advisory Group Application

Board, Commission and Advisory Group Application

Board Commission Advisory Group [Board Commission Advisory Group \(PDF\)](#)

Name	Cale M Welborn
Address	1417 14TH STREET
City	Northlake
State	TX
Zip Code	76226
Home Phone	8179374668
Work Phone	8172246027
Email Address	cale.welborn@hknenergy.com
Occupation, Experience, Degrees Held	Controller (CPA) - Hillwood Energy, 16 years experience, MS, BBA - Texas A&M, previously served on Northlake EDC Board
Explain why you would like to serve on this board, commission or advisory group.	I would like to help my community by offering my skillset, judgment and experience
Do you have any potential conflicts of interest?	I work for a subsidiary of Hillwood, the real estate developer. I solely work on oil & gas matters for Hillwood
Explain any related experience you may have.	previously served on the Northlake EDC Board. was nominated again in 2017 but passed on the opportunity as I moved to Fort Worth for two years (and have since returned).
What do you feel you have to offer this group?	business experience, accounting & finance and controls expertise, knowledge of residents & business desires, deep understanding of the area's history



Indicate your interest by checking one of the following:

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

Email not displaying correctly? [View it in your browser.](#)



Mayor Rettig requested the following
council meeting dates to be considered for
cancellation:

February 13th

March 12th



RESOLUTION NO. 20-4

WHEREAS, the Town of Northlake, Texas (“Northlake”), is a Type-A General Law municipality, is a duly incorporated municipality in the State of Texas; and

WHEREAS, on August 25, 2011, Northlake adopted an Employee Handbook; and

WHEREAS, on January 22, 2015, the Town Council amended the Employee Handbook to include ‘Town of Northlake Social Media Guidelines’; and

WHEREAS, Facebook was the primary social media used to promote Northlake and share important information on events and activities; and

WHEREAS, Instagram is another social media platform to promote Northlake primarily through photographs that can be leveraged to define and strengthen Northlake’s identity; and

WHEREAS, the Town Administrator recommends selected revisions to the Social Media Guidelines with the purpose of providing employees, supervisors and Department Heads with a permanent, written source of information about the policies, procedures and administrative directives of the Town of Northlake; and

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

1. The Town of Northlake Employee Handbook is hereby amended as such, adopted and the same shall hereby constitute the Employee Handbook of the Town of Northlake.

Passed and approved on this the 23rd day of January 2020

Town of Northlake, Texas

David A. Rettig, Mayor

ATTEST:

Shirley Rogers, Town Secretary



Executive Session

Agenda Item 7