

1. February 24, 2022 - Meeting Cancellation

Documents:

[COUNCIL CANCELLATION NOTICE - 02-23-2022.PDF](#)

2. February 24, 2022 - Agenda

Documents:

[FEBRUARY 24, 2022 - AGENDA.PDF](#)

2.I. February 24, 2022 - Agenda Packet

Documents:

[FEBRUARY 24, 2022 - AGENDA PACKET.PDF](#)

2.II. February 24, 2022 - MEETING SLIDE DECK

[FEBRUARY 24, 2022 - MEETING SLIDE DECK](#)



NOTICE OF CANCELLATION

Notice is hereby given that the
Northlake Town Council Meeting scheduled on
February 24, 2022, at 5:30 p.m.,
has been cancelled due to inclement weather.

CERTIFICATION

I, Zolaina R. Parker, Town Secretary for the Town of Northlake, Texas, hereby certify that the above cancellation notice was posted on the official bulletin board located at Town Hall, 1500 Commons Circle, Suite 300, Northlake, Texas 76226, on February 23, 2022.




Zolaina R. Parker, Town Secretary

NOTICE: THE TOWN OF NORTHLAKE'S DESIGNATED PUBLIC MEETING FACILITIES ARE ACCESSIBLE IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT (ADA). THE TOWN WILL PROVIDE ACCOMMODATIONS, SUCH AS SIGN LANGUAGE INTERPRETERS FOR THE HEARING IMPAIRED IF REQUESTED AT LEAST FORTY-EIGHT (48) HOURS IN ADVANCE OF THE SCHEDULED MEETING. PLEASE CALL THE TOWN SECRETARY'S OFFICE AT 940-242-5702 OR USE TELECOMMUNICATIONS DEVICES FOR THE DEAF (TDD), BY CALLING 1-800-RELAY-TX SO THAT REASONABLE ACCOMMODATIONS CAN BE ARRANGED.



DAVID A. RETTIG, MAYOR

RENA HARDEMAN, COUNCIL PLACE 1
MICHAEL C. GANZ, COUNCIL PLACE 2
BRIAN MONTINI, COUNCIL PLACE 3

ROGER SESSIONS, COUNCIL PLACE 4
BILL MOORE, COUNCIL PLACE 5
WES BOYER, COUNCIL PLACE 6

**NORTHLAKE TOWN COUNCIL
REGULAR MEETING AGENDA
FEBRUARY 24, 2022, AT 5:30 P.M.
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 Regular Meeting on February 24, 2022, at 5:30 p.m., 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 TO ORDER

- Roll Call
- Invocation
- Pledge of Allegiance

2. ANNOUNCEMENTS, PROCLAMATIONS, AND PRESENTATIONS

- A. Presentation - Anniversary recognition to Daniel Hansen for five years of service to the Town of Northlake
- B. Presentation - Introduction of new Police Officers
- C. Briefing - Communications and Marketing Update
- D. Briefing - St. Peter Annexation Process

3. 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.

4. CONSENT ITEMS

Any Council member may request an item on the Consent Agenda to be taken up for individual consideration

- E. Consider approval of the Town Council Meeting Minutes for February 10, 2022

- F. Consider Resolution 22-10, approving and authorizing the Town Manager to enter into Interlocal agreement with the Town of Argyle, City of Bartonville, City of Keller, City of Southlake, and City of Watauga, to provide for the formation of a Crash Reconstruction Team (“Crash Team”) comprised of Police Officers from each municipality
- G. Consider Resolution 22-11, declaring certain personal property owned by the Town of Northlake to be surplus property and authorizing the Town Manager to dispose of such property

5. ACTION ITEMS

- H. Consider calling and authorizing a public hearing be held on March 10, 2022 at 5:30 p.m. at the Town of Northlake, 1500 Commons Circle, Suite 300, Northlake, Texas, 76226, in the Council Chambers, regarding the proposed annexation of St. Peter Church, located at 15701 Cleveland Gibbs Road
- I. Consider Resolution 22-12, creating a Capital Improvement Advisory Committee; appointing the Planning and Zoning Commission members to serve as the Capital Improvement Advisory Committee, appointing Ad Hoc Member from Town Extraterritorial Jurisdiction, establishing the duties of the committee; and providing for an effective date
- J. Consider modifying, continuing, and/or suspending the First Amended Declaration of Local and Public Health Emergency as modified by the Town Council on April 23, 2020

6. EXECUTIVE SESSION

The Town Council will convene in an 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. Development of the Chadwick Farms Tracts on approximately 41.0-acre, 15.8-acre, and 15.6-acre tracts of land generally located south of SH 114, east of Chadwick Pkwy., and west of Cleveland-Gibbs Road.
 - ii. Development and annexation of the Aspire Development Tract (Stateson Property) on approximately 3.1-acre tract of land generally located north of Old Justin Road. at Harvest Way in the extraterritorial jurisdiction of the Town.
 - iii. Development and annexation of the CKD Holdings Tracts on approximately 24.8-acre, 11.9-acre, and 1.8-acre tracts of land generally located north of Oliver Creek and west of FM 156 in the extraterritorial jurisdiction of the Town.
 - iv. Town of Northlake vs. RKM Utility Services Inc. & Philadelphia Indemnity Insurance Company Denton County District Court Cause No. 20-0649-367.
 - v. Expansion of Denton County Emergency Services District No. 1.

- vi. Development and annexation of the Barr Tract on approximately 9 acres generally located south of Blair Road west of FM 156 in the extraterritorial jurisdiction of the Town.

b. Section 551.087 - Economic Development Negotiations

- i. Potential development agreement with Henry Northlake Development LLC on five tracts totaling approximately 122 acres generally located east of I-35W and north of Denton Creek.
- ii. Development agreement with Lodging Host Hotel Corp. for the development of a hotel conference center.

7. RECONVENE INTO OPEN SESSION

In accordance with Texas Government Code, Section 551, the Town Council will reconvene into Open Session and consider action, if any, on matters discussed in Executive Session

8. ADJOURN

NOTE: The Town Council reserves the right to adjourn into executive session at any time 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).

CERTIFICATION

I, Zolaina R. Parker, Town Secretary for the Town of Northlake, Texas, hereby certify that the above agenda was posted on the official bulletin board located at Town Hall, 1500 Commons Circle, Suite 300, Northlake, Texas 76226, on February 18, 2022, by 5:00 p.m., in accordance with Chapter 551 of the Texas Government Code.



Zolaina R. Parker
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Town Secretary

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TOWN OF NORTHLAKE COUNCIL ITEM NO. 1

DATE: FEBRUARY 24, 2022

ITEM: CALL TO ORDER



TOWN OF NORTHLAKE COUNCIL ITEM NO. 2

DATE: FEBRUARY 24, 2022

ITEM: ANNOUNCEMENTS-PROCLAMATIONS-PRESENTATIONS



NORTHLAKE MAYOR AND COUNCIL COMMUNICATION

DATE: FEBRUARY 24, 2022

REF. DOC.:

SUBJECT: RECOGNITION OF FIVE YEARS OF SERVICE – SGT. HANSEN
AND NEW OFFICER RECOGNITION



STRATEGIC GOALS/OBJECTIVES:

- Protect the Public/Maintain a safe community with the support of diligent and aware residents
- Define Future Amenities/Develop highly trained and expert Town staff

BACKGROUND INFORMATION:

- Recognition of Sergeant Daniel Hansen for five years of service to Town of Northlake
- Introduction of new officers in the Police Department:
 - o Officer Craig Erlanson
 - o Officer Austin Nogle

COUNCIL ACTION:

- No action needed



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

This plaque is presented to

Daniel Hansen

Police Sergeant
Northlake Police Department
2017 - 2022



By

David Rettig - Mayor

Brian Montini - Mayor Pro Tem

Rena Hardeman - Council Member

Michael Ganz - Council Member

Roger Sessions - Council Member

Bill Moore - Council Member

Wes Boyer - Council Member

NORTHLAKE MAYOR AND COUNCIL COMMUNICATION

DATE: FEBRUARY 24, 2022

REF. DOC.: NORTHLAKE BRAND GUIDELINE

SUBJECT: MARKETING AND COMMUNICATIONS UPDATE



GOALS/OBJECTIVES:

- Reinforce Our Identity/Add beautification measures to roads and community entrances
- Define Future Amenities/Prioritize Town-provided services
- Define Future Amenities/Provide advance technology to survey, track and deliver citizen services

BACKGROUND INFORMATION:

- Present current social media and website analytics and trends
- Provide information regarding advertising strategies
 - Digital Billboards
 - Newspaper Advertising
 - Council Meeting Recap
- Update on projects in progress
 - Police Vehicle Logo
 - Sign Kiosk Upgrade
 - Entry Monumentation Request for Proposals
- Seek input on upcoming projects
 - Biannual Resident Survey
 - Potential community event – Farmers Market

COUNCIL DIRECTION:

- Resident Survey questions
- Farmers Market interest and preferences

TOWN OF NORTHLAKE

MARKETING & COMMUNICATIONS

FEBRUARY 24, 2022





Marketing & Communications

DEPARTMENT OVERVIEW

CORE FUNCTIONS

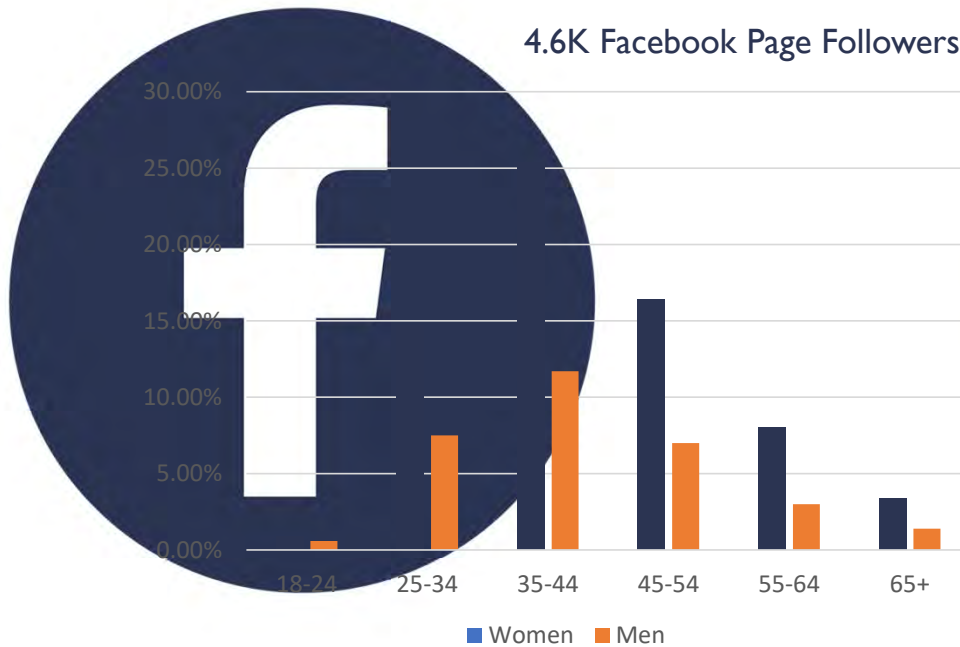
- Reinforce our Identity/Add Beautification Measures to Roads and Community Entrances
- Define Future Amenities/Prioritize Town-Provided Services
- Define Future Amenities/Provide Advanced Technology to Survey, Track and Deliver Citizen Services



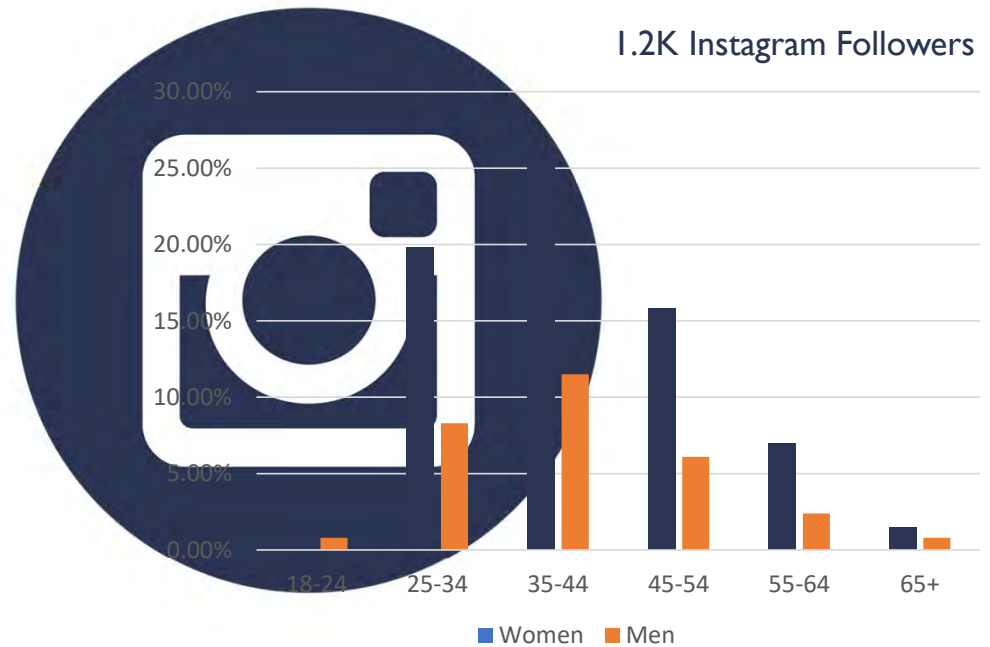
Marketing & Communications

SOCIAL MEDIA FOLLOWERS

4.6K Facebook Page Followers



1.2K Instagram Followers



December 1 – February 15, 2022



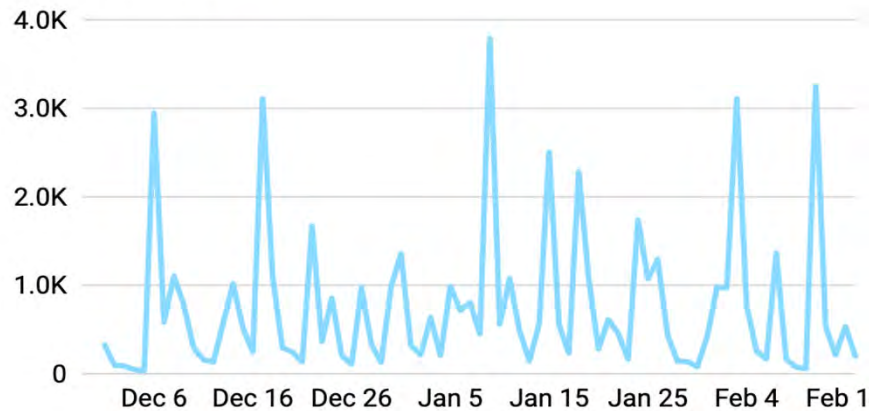
Marketing & Communications

SOCIAL MEDIA REACH

December 1 – February 15, 2022

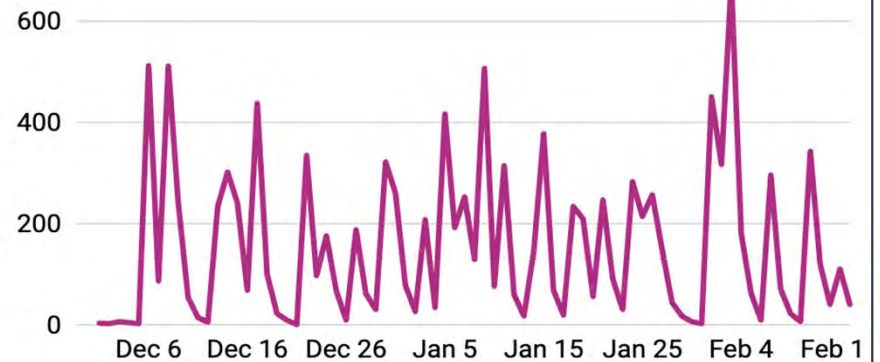
Facebook Page Reach ⓘ

12,035 ↑ 7.3%



Instagram Reach ⓘ

1,223 ↑ 23.5%





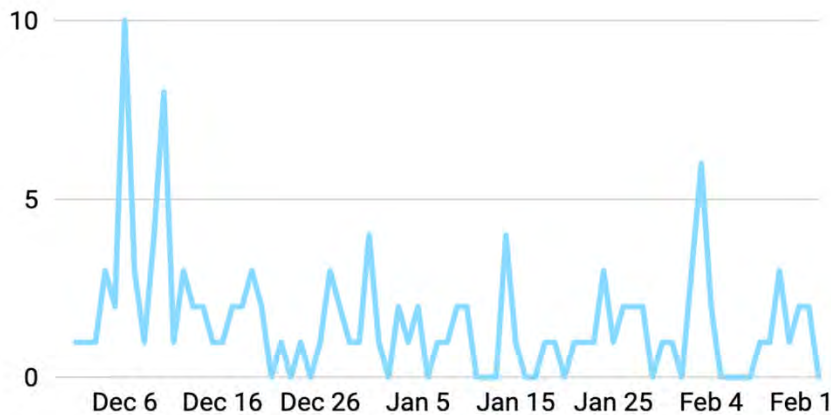
Marketing & Communications

SOCIAL LIKES AND FOLLOWERS

December 1 – February 15, 2022

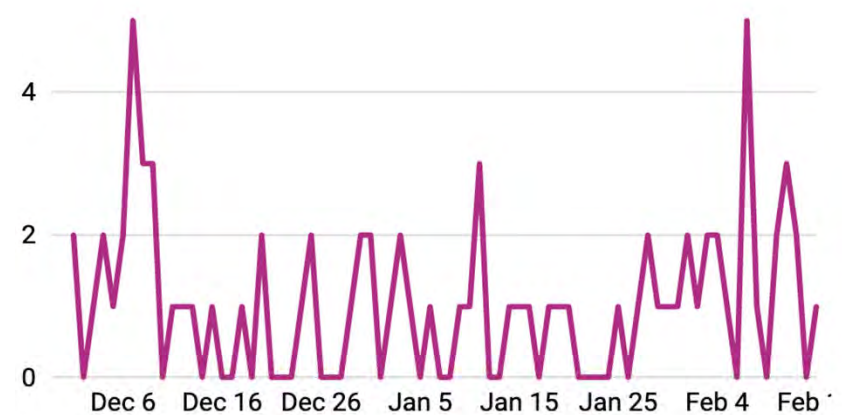
New Facebook Page Likes ⓘ

122 .. 0%



New Instagram Followers ⓘ

79 ↓ 19.4%





Marketing & Communications

SOCIAL MEDIA TOP PERFORMERS



Boost post

It's National Law Enforcement Appreciation Day!! On this day, please take a moment to appreciate the officers who serve our community. January 9, 2022 at 8:00 AM
ID: 290295213130524

Interactions

313 reactions 53 comments 10 shares



Performance

Reach

Total: **4,478**

This post reached more people than **100%** of your 50 most recent Facebook posts and stories.

Reach	4,478
-------	-------

Reactions, comments and shares

Total: **376**

This post received more reactions, comments and shares than **100%** of your 50 most recent Facebook posts and stories.

Reactions	313
Comments	53
Shares	10

Results

Total: **493**

This post received more link clicks than **94%** of your 50 most recent Facebook posts and stories.

Link clicks	493
-------------	-----



Boost post

A friendly reminder from our Northlake Police Department... if you absolutely have to drink and drive, please don't. February 3, 2022 at 1:24 PM
ID: 17935491268905427

Interactions

54 likes 1 comment



Performance

Reach

Total: **772**

This post reached more people than **100%** of your 50 most recent Instagram posts and stories.

Reach	772
-------	-----

Likes, comments and shares

Total: **79**

This post received more likes, comments and shares than **98%** of your 50 most recent Instagram posts and stories.

Likes	54
Comments	1
Shares	24

Results

Total: **--**

Link clicks

Link clicks	--
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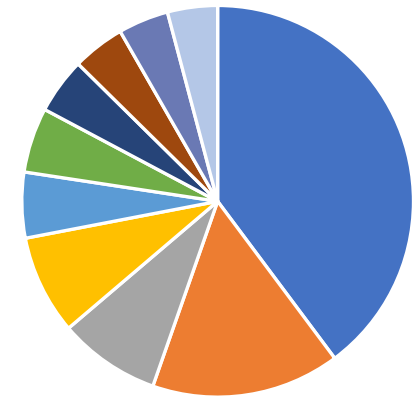


Marketing & Communications

WEBSITE ANALYTICS

PAGE	PAGE VIEWS	UNIQUE PAGE VIEWS
Home Page	5219	4187
Utility Bill Pay	2041	1481
Jobs/Utility Billing Clerk	1103	959
Utility Billing	1076	892
Jobs	710	597
Employment Opportunities	704	521
Start a New Service	604	413
Jobs/Police Officer	569	532
Police Department	545	437
Planning Development	542	413

January 15 - February 15, 2022



- Home Page
- Utility Bill Pay
- Jobs/Utility Billing Clerk
- Utility Billing
- Jobs
- Employment Opportunities
- Start a New Service
- Jobs/Police Officer
- Police Department
- Planning Development



Marketing & Communications

COUNCIL RECAP NEWSLETTER



DATE	SENDS	OPENS	CLICKS
January 13	99	65	4
January 27	104	79	7
February 10	132	85	1

- Delivered via Email
- Link Posted on Social Media
- Link Available on Website



Marketing & Communications

DIGITAL BOARDS



Hwy 114 at I35W • January 14 - February 14, 2022

PERFORMANCE	PLAYS	IMPRESSIONS
Delivered	93,361	127,136



Marketing & Communications

DIGITAL BOARDS



- Current rotation includes new businesses and those coming soon to Northlake
- Average dwell time: 8 seconds
- Anticipated Impressions per day: 1,699

Hwy 114 at I35W • February 14, 2022

PERFORMANCE	PLAYS	IMPRESSIONS
Delivered	244	332



Marketing & Communications

CROSSTIMBERS GAZETTE

BRING YOUR BUSINESS TO NORTHLAKE

- Serve the growing number of residents and workforce in the Northlake market.
- Prime commercial sites available for development and commercial space for lease.
- Incentives available for large employers, restaurants and retail.

Join our growing business development located at IH 35W and SH 114:

Amano Italian Bistro • Burgers & Curries • PJ's Coffee
Rosa's Cafe • Texas Roadhouse • Wingstop • Resort Nail Bar

Coming Soon: Back Porch Draft House and Rocket Carwash

With even more development opportunities located at Northlake Commons on FM 407 in front of Harvest:

Papa John's • Bella Italia Bistro • Wow Donuts • PostNet • Northlake Dental
It's a Paw Thang • Ridder Orthodontics

Coming Soon: Northlake Cafe and Northlake Color Lab



1500 COMMONS CIRCLE, SUITE 300 • NORTHLAKE, TEXAS 76226
WWW.TOWN.NORTHLAKE.TX.US • 940.648.3290



- Mailed monthly free of charge to nearly 54,000 southern Denton County homes and businesses.
- Reaches over 136,000 residents.
- Delivered to every mailbox in Flower Mound, Highland Village, Lantana, Argyle, Bartonville, Canyon Falls, Copper Canyon, Double Oak, Harvest, Northlake and Robson Ranch and in newsstands across southern Denton County.
- \$556.75 Monthly



Marketing & Communications

POLICE VEHICLE WRAPS

(TO BE PRESENTED AT COUNCIL MEETING)



WWW.TOWN.NORTHLAKE.TX.US





Marketing & Communications

KIOSK UPGRADES

(TO BE PRESENTED AT COUNCIL MEETING)



WWW.TOWN.NORTHLAKE.TX.US





Marketing & Communications

ENTRY MONUMENT TIMELINE

DATE	SCHEDULE OF EVENTS
February 20, 2022	Post RFP On the Town's Website
February 20, 2022	First Publication of The Request for Proposal in the Denton Record Chronicle
February 27, 2022	Second Publication of The Request for Proposal in Denton Record Chronicle
April 1, 2022	Deadline for Questions, Clarifications, Or Interpretations
April 8, 2022	Deadline for Responses to Questions, Clarifications, Or Interpretations
May 2, 2022	Proposal Deadline and Opening
May 12, 2022	Staff Presentation and Recommendation to Town Council
May 26, 2022	Town Council Awards Contract
May 30, 2022	Commencement of Services



Marketing & Communications

RESIDENT SURVEY

FOCUS

- Resident Satisfaction
- Resident Preferences
- Economic Growth

DATE	RESPONSES
2020	567
2018	269
2015	138
2013	105
2010	81

SAMPLE QUESTIONS:

- How would you rate the quality of life in Northlake?
- How would you rate the Northlake Police Department's visibility/presence in the Town?
- Do you feel like you receive enough information about Town of Northlake programs and services?
- Is there any specific content you would like to see included in the Town's social media feeds or website?
- What type of retail goods and services would you like to see locate in Northlake.

PROPOSED SURVEY LAUNCH MAY 2022



Marketing & Communications

FARMER'S MARKET

PREFERENCES

- Location: Town Commons
- Frequency / Day of the Week / Times
- Food Focused and/or Craft Items
- Vendor Ideas and Standards
- Booth Fees





Marketing & Communications

FARMER'S MARKET

	LOCATION	FREQUENCY
Flower Mound Farmers Market	Parker Square, Flower Mound, TX	Sundays 10am-2pm
Frisco Farmers Market	9215 John W Elliott Dr., Frisco, TX	Saturdays 8am-4pm, Sundays 10am-4pm
Saginaw Farmers Market	725 S. Knowles Drive, Saginaw, TX	Second & Fourth Saturday 8am-12pm
Grapevine Farmers Market	Main Street, Grapevine, TX	Mon-Sat, 8am-8pm & Sunday 9am-6pm
Keller Farmer's Market	Bear Creek Park, Keller, TX	April 23-October 29 on Saturdays 8am-Noon
Carrollton Artisans Market	2722 N Josey Ln, Carrollton, TX	Sundays 10am-2pm
Pantego Farmer's Market	Bicentennial Park, 3206 Smith Barry Rd, Pantego, TX	Every 4th Saturday 6-9pm Jan-Oct, Nov-Dec. Every 3rd Sat.
Cowtown Farmers Market	3821 Southwest Blvd., Fort Worth, TX	Saturdays 8am-12pm
Burleson Farmers Market	Mayor Vera Calvin Plaza, Old Town Burleson, TX	Saturdays 8am-1pm
Dallas Farmers Market @ The Shed	1010 S. Pearl Expressway, Dallas, TX	Saturday 9am-5pm & Sunday 10am-5pm
Lake Dallas Farmers Market	Lake Dallas City Hall, Lake Dallas, TX	Saturdays 7am-12pm, April-October

NORTHLAKE MAYOR AND COUNCIL COMMUNICATION

DATE: FEBRUARY 24, 2022

REF. DOC.: TEXAS LOCAL GOVERNMENT CODE, SECTION 43.0671 AUTHORITY
TO ANNEX OF AREA ON REQUEST OF OWNERS

SUBJECT: ST. PETER CHURCH PETITION TO VOLUNTARILY ANNEX



GOALS/OBJECTIVES:

- Advance Northlake's Interests/Capture and incorporate ETJ as opportunities develop

BACKGROUND INFORMATION:

- In 2020, City of Ft. Worth agreed to release certain property into Northlake ETJ
- St. Peter Church in recently released area and petitioned Northlake to annex
- St. Peter Church existing water and sewer customer of Northlake
- St. Peter Church tax exempt religious organization, so no property tax impact

NEXT STEPS:

- Call public hearing for voluntary annexation
- Advertise notice and post on Town website
- Adopt service agreement, hold public hearing, and annex property
- Future zoning change from Rural Residential (default) to Commercial

COUNCIL ACTION:

- Call public hearing for March 10, 2022, to receive comment on annexation of St. Peter Church



15701 Cleveland Gibbs Road
Roanoke, TX 76262
817-491-2010
stpeterfw.org

STATE OF TEXAS
COUNTY OF DENTON

LANDOWNER ANNEXATION PETITION
TO THE MAYOR AND TOWN COUNCIL OF THE TOWN OF NORTHLAKE, TEXAS, A GENERAL LAW
MUNICIPALITY:

Saint Peter Lutheran Church of Fort Worth, Inc. (the "Owner"), the owner of approximately 10.963 acres of land described by metes and bounds in **Exhibit A** attached and incorporated herein (the "Property"), hereby petition the Town Council to annex the Property into the corporate limits of the Town of Northlake, Texas (the "Town") pursuant to Texas Local Government Code, Section 43.028.

Owner certifies that this petition is signed and acknowledged by all persons having an interest in the Property and further certifies that the Property is within the Town's extraterritorial jurisdiction, contiguous to the Town, and without residents or on which fewer than three qualified voters reside.

Owner requests that the Town Council hear this petition and the arguments for and against annexation, grant the petition, and annex the Property.

Owner:
Saint Peter Lutheran Church of Fort Worth, Inc.
a Texas 501c(3) corporation

By: Jeff Heath
Name: Jeff Heath
Title: President

STATE OF TEXAS
COUNTY OF DENTON

This instrument was acknowledged before me on the 7 day of February 2022, by Jeff Heath, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purposes and considerations therein expressed.

Renee Burchell
Notary Public, State of Texas

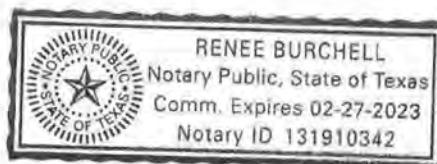


EXHIBIT "A"

PROPERTY DESCRIPTION

STATE OF TEXAS:
COUNTY OF DENTON:

BEING a tract of land situated in the Lewis Medlin Survey, Abstract No. 830, Denton County, Texas, being those tracts of land as described in deeds to Saint Peter Lutheran Church, recorded in 2009-111646 & 2009-11647, Official Records, Denton County, Texas (ORDCT), being a portion of Lot 1, Block 25 of the final plat of Lot 1X, Block 24 and Lot 1, Block 25, Chadwick Farms Addition, an addition to the City of Fort Worth, Denton County, Texas as recorded in 2010-2, ORDCT, and being more particularly described as follows:

BEGINNING at the most southerly clip corner of the intersection of the westerly line of Cleveland-Gibbs Road (120' R.O.W. per 2009-30, ORDCT) and the southwesterly line of Chadwick Parkway (60' R.O.W. per 2009-30, ORDCT);

THENCE along the westerly line of said Cleveland-Gibbs Road and the east line of said Lot 1, Block 25, as follows:

Southwesterly, along a curve to the left, having a radius of 1860.00 feet, a central angle of 19°39'50", an arc distance of 638.35 feet, and a chord that bears S 28°32'08" W, 635.22 feet to the end of said curve;

S 18°42'13" W, tangent to said curve, a distance of 22.35 feet to the most southerly corner of said Lot 1, Block 25 and the most easterly corner of said Lot 1X, Block 24 of said Chadwick Farms Addition;

THENCE departing the westerly line of said Cleveland-Gibbs Road, along the line common to the southerly and westerly line of said Lot 1, Block 25 and the easterly line of said Lot 1X, Block 24, as follows:

N 74°09'27" W, a distance of 272.49 feet;

N 53°46'13" W, a distance of 144.99 feet;

N 26°43'21" W, a distance of 113.17 feet;

N 36°18'19" W, a distance of 406.87 feet;

N 36°01'20" W, a distance of 26.19 feet to the northwest corner of said Saint Peter Lutheran Church tract recorded in 2009-11647, ORDCT;

THENCE N 70°53'08" E, departing the easterly line of said Lot 1X, Block 24, across said Lot 1, Block 25, along the northerly line of said Saint Peter Lutheran Church tracts, a distance of 750.46 feet to a point in the southwesterly line of said Chadwick Parkway (60' R.O.W. per 2009-218 & 2009-30, ORDCT), being the northeast corner of said Saint Peter Lutheran Church tract recorded in 2009-11646, ORDCT;

THENCE along the southwesterly line of said Chadwick Parkway and the northeasterly line of said Lot 1, Block 25, as follows:

Southeasterly, along a non-tangent curve to the left, having a radius of 1830.00 feet, a central angle of 08°25'54", an arc distance of 269.30 feet, and a chord that bears S 46°11'04" E, 269.06 feet to the end of said curve;

S 50°24'01" E, tangent to said curve, a distance of 119.66 feet;

S 05°56'22" E, a distance of 14.27 feet to the POINT OF BEGINNING and containing 477,561 square feet or 10.963 acres of land.

NOTES:

1. The bearings hereon are referenced to the deed recorded under County Clerk's File No. 99-R0075117 of the Deed Records of Denton County, Texas.
2. This document was prepared under 22TAC 663.21, does not reflect the results of an on the ground survey, and is not to be used convey or establish interests in real property except those rights and interests implied or established by the creation or reconfiguration of the boundary of the political subdivision for which it was prepared.

**GOODWIN &
MARSHALL**

CIVIL ENGINEERS ~ PLANNERS ~ SURVEYORS
2405 Mustang Drive, Grapevine, TX. 76051
Metro (817) 329-4373
TBPLS FIRM No. 10021700

Joel S. Barton

Scale: NONE
Date: 1/27/2022
Job No.: 10313
Drafted: T. J. M.
Checked: J. S. B.

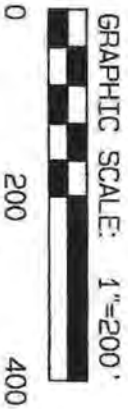


Sheet
1
of
3

(REMAINDER)
TRACT 1
CHADWICK FARMS, LTD.
VOL. 4861, PG. 1173
VOL. 4861, PG. 1180
VOL. 5534, PG. 4450
D.R.D.C.T.

LOT 1, BLOCK A
PREMIER ACADEMY - NORTHLAKE
2015-255, O.R.D.C.T.

EXHIBIT "A"



LOT 1X, BLOCK 27
CHADWICK FARMS
ADDITION
2009-217, O.R.D.C.T.

(REMAINDER)
TRACT 1
CHADWICK FARMS, LTD.
VOL. 4387, PG. 566
VOL. 4850, PG. 2754
O.R.D.C.T.

LOT 1X, BLOCK 26
CHADWICK FARMS
ADDITION
2009-218, O.R.D.C.T.

(REMAINDER)
TRACT ONE

477,561 S.F.
10.963 AC.

LOT 1, BLOCK 25
OF
LOT 1X, BLOCK 24
AND
LOT 1, BLOCK 25
CHADWICK FARMS
ADDITION
2010-2, O.R.D.C.T.

SAINT PETER
LUTHERAN CHURCH
2009-111646
O.R.D.C.T.

SAINT PETER
LUTHERAN CHURCH
2009-111647
O.R.D.C.T.

LEWIS MEDLIN SURVEY
ABSTRACT No. 830

CHADWICK HOLDINGS, LTD.
VOL. 4851, PG. 1073
VOL. 5019, PG. 2723
O.R.D.C.T.

(REMAINDER)
TRACT TWO

LOT 1, BLOCK 1
OF
LOTS 1 AND 2, BLOCK 1
CHADWICK FARMS SUBDIVISION,
BEING THE CHADWICK APARTMENTS
2010-41, O.R.D.C.T.

LOT 2, BLOCK 1
THE CHADWICK APARTMENTS
2010-41, O.R.D.C.T.

SEE SHEET 3
FOR LINE AND
CURVE DATA

GOODWIN &
MARSHALL

CIVIL ENGINEERS - PLANNERS - SURVEYORS
2405 Mustang Drive, Grapevine, TX 76061
Metro (817) 328-4378
TBPLS FIRM No. 10021700

Joel S. Barton

Scale: 1"=200'
Date: 1/27/2022
Job No.: 10313
Drafted: T. J. M.
Checked: J. S. B.



Sheet
2
of
3

EXHIBIT "A"

LINE DATA

LINE	BEARING	DISTANCE
L1	S18°42'13"W	22.35'
L2	N53°46'13"W	144.99'
L3	N26°43'21"W	113.17'
L4	N36°01'20"W	26.19'
L5	S50°24'01"E	119.66'
L6	S05°56'22"E	14.27'

CURVE DATA

CURVE	RADIUS	DELTA	LENGTH	CHORD BEARING	CHORD
C1	1860.00'	19°39'50"	638.35'	S28°32'08"W	635.22'
C2	1830.00'	8°25'54"	269.30'	S46°11'04"E	269.06'

**GOODWIN &
MARSHALL**

CIVIL ENGINEERS ~ PLANNERS ~ SURVEYORS

2405 Mustang Drive, Grapevine, TX. 76051
Metro (817) 329-4373
TBPLS FIRM No. 10021700

Joel S. Barton

Scale: NONE

Date: 1/27/2022

Job No.: 10313

Drafted: T. J. M.

Checked: J. S. B.



Sheet

3
of
3

TOWN OF NORTHLAKE COUNCIL ITEM NO. 3

DATE: FEBRUARY 24, 2022

ITEM: PUBLIC INPUT



TOWN OF NORTHLAKE COUNCIL ITEM NO. 4

DATE: FEBRUARY 24, 2022

ITEM: CONSENT ITEMS





DAVID A. RETTIG, MAYOR

RENA HARDEMAN, COUNCIL PLACE 1
MICHAEL C. GANZ, COUNCIL PLACE 2
BRIAN MONTINI, COUNCIL PLACE 3

ROGER SESSIONS, COUNCIL PLACE 4
BILL MOORE, COUNCIL PLACE 5
WES BOYER, COUNCIL PLACE 6

**NORTHLAKE TOWN COUNCIL
REGULAR MEETING MINUTES
FEBRUARY 10, 2022**

The Northlake Town Council convened in a Regular Meeting on January 27, 2022, at 5:32 p.m., in the Northlake Town Hall - Chamber Room, 1500 Commons Circle, Suite 300, Northlake, Texas.

1. CALL TO ORDER

Mayor David Rettig called the meeting to order at 5:32 p.m., and a quorum was present as follows:

- Roll Call:

David Rettig, Mayor	Roger Sessions, Place 4
Rena Hardeman, Place 1 - Arrived at 5:40 p.m.	Bill Moore, Place 5
Michael Ganz, Place 2	Wes Boyer, Place 6
Brian Montini, Mayor Pro Tem	

Also present were Drew Corn, Town Manager and Ashley Dierker, Town Attorney.

- Invocation was given by Pastor Matthew Harding, The Well Church of Argyle.
- The Pledge of Allegiance to the United States and Texas Flags was recited.

2. ANNOUNCEMENTS, PROCLAMATIONS, AND PRESENTATIONS

A. Briefing - Update on Denton County and Texas Department of Transportation Projects

The item was presented by John Polster, Consultant, and commentary followed. There was no direction provided as the item was for presentation purposes.

B. Briefing - Northlake Capital Projects Update

The item was presented by Drew Corn, Town Manager, and discussion followed.

Following discussion, Town Council consensus was for staff to prepare scenarios regarding the potential partnership with the City of Fort Worth and present the findings at a future meeting.

C. Briefing - Fiscal Year 2022 Quarterly Financial Update

The item was presented by John Zagurski, Finance Director, and commentary followed. There was no direction provided as the item was for presentation purposes.

3. **PUBLIC INPUT**

The following public comments were received:

- Joel McGregor, address on file, regarding Fort Worth Water.

4. **CONSENT ITEMS**

The Consent Agenda consisted of items 4.D.- 4.F. and no items were pulled for Individual Consideration.

Mayor Pro Tem Montini moved to approve the Consent Agenda as presented. Motion seconded by Council Member Sessions. Motion carried.

AYES (7): Rettig, Montini, Hardeman, Ganz, Sessions, Moore, Boyer

NAYS (0): None

D. Consider approval of the Town Council Meeting Minutes for January 27, 2022

APPROVED

E. Consider Resolution 22-06, authorizing and ordering a municipal election to be held in the Town of Northlake on May 7, 2022, and if required, a Runoff Election on June 18, 2022, for the purpose of electing Council Members to Places 1, 2, and 3; prescribing the time and designating the locations, and manner of conducting the election to be in accordance with the Joint Election Agreement and Contract for Election Services with Denton County and the Denton County Elections Administrator; authorizing the Town Manager to execute the agreement and contract; and providing an effective date

APPROVED RESOLUTION NO. 22-06

F. Consider Resolution 22-07, authorizing continued participation with the Steering Committee of Cities served by Oncor; and authorizing the payment of ten cents per capita to the Steering Committee to fund regulatory and legal proceedings and activities related to Oncor Electric Delivery Company, LLC

APPROVED RESOLUTION NO. 22-07

5. **ACTION ITEMS**

G. Consider Resolution 22-08, authorizing the Town Manager to execute an amendment to the professional services contract with Halff Associates, Inc., for professional engineering services and conceptual design and discharge permitting for expansion of the Catherine Branch Wastewater Treatment Plant, in an amount not to exceed \$80,000

APPROVED RESOLUTION 22-08

The item was presented by Drew Corn, Town Manager, and commentary followed.

Mayor Pro Tem Montini moved to approve the item as presented. Motion seconded by Council Member Ganz. Motion carried.

AYES (7): Rettig, Montini, Hardeman, Ganz, Sessions, Moore, Boyer
NAYS (0): None

- H. Consider Resolution 22-09, authorizing the Town Manager to enter into a Professional Services Agreement with Halff Associates for Utility Impact Fee Update, not to exceed \$200,000 (Impact Fee Funds)

APPROVED RESOLUTION 22-09

The item was presented by Drew Corn, Town Manager, and commentary followed.

Mayor Pro Tem Montini moved to approve the item as presented. Motion seconded by Council Member Ganz. Motion carried.

AYES (7): Rettig, Montini, Hardeman, Ganz, Sessions, Moore, Boyer
NAYS (0): None

6. EXECUTIVE SESSION

The Town Council convened into an Executive Session at 7:29 p.m., consistent with Chapter 551 of the Texas Government Code, as amended, or as otherwise allowed by law to address the following:

a. Section 551.071 - Consultation with Attorney

- i. Development and annexation of the Hatfield, Brasher, Green Tract on approximately 97.9-acre tract of land generally located south of Evelyn Lane, west of Faught Road and north of Faith Lane in the extraterritorial jurisdiction of the Town; and the development of the Charles Faught tracts totaling approximately 152.3 acres of land generally located north of Evelyn Lane, west of Faught Road, and south of Robson Ranch Road.
- ii. Development of the Chadwick Farms Tracts on approximately 41.0-acre, 15.8-acre, and 15.6-acre tracts of land generally located south of SH 114, east of Chadwick Pkwy., and west of Cleveland-Gibbs Road.
- iii. Development and annexation of the Aspire Development Tract (Stateson Property) on approximately 3.1-acre tract of land generally located north of Old Justin Road. at Harvest Way in the extraterritorial jurisdiction of the Town.
- iv. Development and annexation of the CKD Holdings Tracts on approximately 24.8-acre, 11.9-acre, and 1.8-acre tracts of land generally located north of Oliver Creek and west of FM 156 in the extraterritorial jurisdiction of the Town.
- v. Town of Northlake vs. RKM Utility Services Inc. & Philadelphia Indemnity Insurance Company Denton County District Court Cause No. 20-0649-367.

- vi. Potential amendment to January 2021 development agreement with Sandstrom Development Tx, LTD (Hawthorne Estates) on approximately 34.0 acres of land generally located at the 800 block of Faight Rd.
- vii. Expansion of Denton County Emergency Services District No. 1.

b. Section 551.087 Economic Development Negotiations

- i. Potential development agreement with Henry Northlake Development LLC on five tracts totaling approximately 122 acres generally located east of I-35W and north of Denton Creek.
- ii. Development agreement with Lodging Host Hotel Corp. for the development of a hotel conference center.

The Executive Session ended at 8:05 p.m., and no votes or actions were taken during the Executive Session.

7. RECONVENE INTO OPEN SESSION

Mayor Rettig reconvened the Regular Meeting at 8:07 p.m., to address any Council action regarding the items deliberated during Executive Session. The Council addressed the following:

- a.i. Development and annexation of the Hatfield, Brasher, Green Tract on approximately 97.9-acre tract of land generally located south of Evelyn Lane, west of Faight Road and north of Faith Lane in the extraterritorial jurisdiction of the Town; and the development of the Charles Faight tracts totaling approximately 152.3 acres of land generally located north of Evelyn Lane, west of Faight Road, and south of Robson Ranch Road.

APPROVED

Council Member Sessions moved to approve the Development and Annexation Agreement and bring the Knox Property into the Town of Northlake for the consideration outlined in the agreement. Motion seconded by Council Member Ganz. Motion carried.

AYES (7): Rettig, Montini, Hardeman, Ganz, Sessions, Moore, Boyer

NAYS (0): None

8. ADJOURN

With no further business, Mayor Rettig adjourned the meeting at 8:12 p.m.

David Rettig, Mayor

Attest:

Zolaina R. Parker, Town Secretary

MINUTES APPROVED ON: _____

NORTHLAKE MAYOR AND COUNCIL COMMUNICATION

DATE: FEBRUARY 24, 2022

REF. DOC.: TEXAS GOVERNMENT CODE CHAPTER 791

SUBJECT: INTERLOCAL COOPERATION AGREEMENT –
POLICE CRASH RECONSTRUCTION TEAM



STRATEGIC GOALS/OBJECTIVES:

- Define Future Amenities/Partner with neighboring cities on projects of joint interest

BACKGROUND INFORMATION:

- Northlake Police Department member of ad hoc Crash Reconstruction team
- Other members include Argyle, Bartonville, Keller, Northlake, Southlake, and Watauga
- Team responds to fatality and serious injury accidents to perform investigative and reconstruction tasks
- Chiefs of Police from municipalities wish to formalize team through agreement

COUNCIL ACTION:

- Approve interlocal cooperation agreement



TOWN OF NORTHLAKE, TEXAS
OFFICIAL RESOLUTION

NO. 22-10

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF NORTHLAKE, TEXAS, APPROVING AND AUTHORIZING THE TOWN MANAGER TO ENTER INTO AN INTERLOCAL AGREEMENT WITH THE TOWN OF ARGYLE, CITY OF BARTONVILLE, CITY OF KELLER, CITY OF SOUTHLAKE, AND CITY OF WATAUGA, TO PROVIDE FOR THE FORMATION OF A CRASH RECONSTRUCTION TEAM ("CRASH TEAM") COMPRISED OF POLICE OFFICERS FROM EACH MUNICIPALITY

WHEREAS, the Interlocal Cooperation Act, Texas Government Code Chapter 791, provides authorization for a municipality to contract with one or more local governments to perform governmental services; and

WHEREAS, the Town Council of the Town of Northlake, Texas, has determined that a public need and necessity exists for the formation and operation of a "Crash Team"; and

WHEREAS, the Town Council has determined that it is advisable and in the best interests of the Town of Northlake to authorize the Town Manager to enter into an Interlocal Agreement with the Town of Argyle, City of Bartonville, City of Keller, City of Southlake, and City of Watauga; and

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

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

SECTION 2. That the Town Council hereby authorizes the Town Manager to enter into an Interlocal Agreement, attached here to as Exhibit "A", with the Town of Argyle, City of Bartonville, City of Keller, City of Southlake, and City of Watauga, to provide for the formation and operation of a Crash Reconstruction Team ("Crash Team"); and further authorizes the Town Manager and Chief of Police to execute the Interlocal Agreement.

PASSED AND APPROVED by the Town Council of the Town of Northlake, Texas, this 24th day of February 2022.

Town of Northlake, Texas

David Rettig, Mayor

Attest:

Zolaina R. Parker, Town Secretary

Crash Reconstruction Team INTERLOCAL AGREEMENT

STATE OF TEXAS

DENTON and TARRANT COUNTIES

This agreement, made and entered into by and between the City of Roanoke, a municipal corporation, located in Denton County, Texas, hereinafter, called "Roanoke"; the Town of Argyle, a municipal corporation, located in Denton County, Texas, hereinafter called "Argyle"; the Town of Northlake, a municipal corporation located in Denton County, Texas, hereinafter called "Northlake"; Town of Bartonville, a municipal corporation, located in Denton County, Texas, hereinafter, called "Bartonville"; the City of Southlake, a municipal corporation, located in Tarrant County, Texas, hereinafter, called "Southlake"; the City of Keller, a municipal corporation located in Tarrant County, Texas, hereinafter called "Keller", the City of Watauga, a municipal corporation located in Tarrant County, Texas, hereinafter called "Watauga". The afore-mentioned cities may be referred to in the Agreement collectively as the "Cities".

WHEREAS, the Interlocal Cooperation Act, Texas Government Code Chapter 791, provides authorization for any local government to contract with one or more local governments to perform governmental functions and services under the term of the Act; and

WHEREAS, the Cities mutually agree and have determined that there exists an on-going need for the creation and operation of a jointly operated and funded Crash Reconstruction Team (the "CRASH Team"); and

WHEREAS, the Agreement shall provide equal service of the CRASH Team to the Cities of this Agreement; and

WHEREAS, it is mutually advantageous to all the Cities to enter into the arrangement evidenced by the Agreement;

NOW, THEREFORE, for the consideration of the mutual covenants, agreements and benefits contained in the Agreement, the receipt and sufficiency of which are agreed to and acknowledged, the Cities agree as follows:

1. **INCORPORATION OF RECITALS.** The recitals and findings stated above are hereby found to be true and correct and are incorporated into the Agreement in their entirety.
2. **EFFECTIVE DATE OF AGREEMENT; TERM; CONSIDERATION.**
 - a. **Effective Date of Agreement.** The term of the Agreement shall become effective upon the approval by the governing bodies for all of the Cities, respectively and shall commence upon the date the last City executes the Agreement.
 - b. **Term.** The term shall be for one (1) year and the Agreement shall renew for successive one (1) year terms automatically unless any one (1) or more of the Cities shall provide its written notice of non-renewal to all other Cities at least ninety (90) days prior to the expiration of the then-existing term:
 - c. **Consideration.** This Agreement is executed by the parties hereto without coercion or

Crash Reconstruction Team INTERLOCAL AGREEMENT

duress and for substantial consideration, the sufficiency of which is forever confessed.

3. GOVERNING BODY AUTHORIZATION AND APPROVAL. Prior to execution below, the Agreement has been authorized by the Cities at a duly-called and legally noticed public meetings by resolution, pursuant to §791.011 (d) (l) of the Texas Government Code.
4. GRANTS OF AUTHORITY AND JURISDICTION. For law enforcement purposes and jurisdiction associated with the Agreement, peace officers of the Cities are granted full peace officer authority throughout the Cities.
5. DESIGNATION OF CRASH TEAM AND REMOVAL OF CRASH TEAM MEMBERS.
 - a. Each City shall independently select and designate from its peace officers such officers that will be member(s) of the CRASH Team in the following manner:
 - i. Team Member Designation. Each City to the Agreement shall determine the procedures and methods by which individual peace officers are selected to be a member of the CRASH Team as determined by the Chief of Police of each City, respectively. The Chief of Police of each City respectively may change the number and designation of peace officers or other personnel by written notice to the Chiefs of Police of the remaining Cities.
 - ii. Member Requirements. Each member designated by their department must hold an Advanced Collision certificate, or obtain one within one budget year. A Reconstruction certificate must be obtained within two budget years.
 1. The only exception to this requirement is for current team members who were members before May 1, 2021 and such exemption only applies for one year.
 2. Time before the next budget year is incorporated within the one budget year requirement.
 - iii. Team Commander Designation. Police Chiefs of the Cities shall jointly designate one peace officer to serve as the CRASH Team Commander (the "Commander"). The CRASH Team shall report to and be supervised by the CRASH Team Commander, who shall report jointly to the Chiefs of Police of the Cities. It is the preference of the Cities that the designation of Commander be reached by unanimous agreement, but if that is not possible, then the choice may be made by a majority vote of the Police Chiefs of the Cities.
 - b. Each City agrees that in matters involving possible removal of their personnel from the CRASH Team, that the Commander and the City member's Chief of Police will meet on the matter and discuss any corrective alternatives prior to any removal.

Crash Reconstruction Team INTERLOCAL AGREEMENT

6. CRASH TEAM SUPERVISION.

- a. Operations: The day-to-day supervision of the CRASH Team in regard to operations will be the responsibility of the Commander.
- b. Administration: Matters involving expenditure of funds, and all other administrative matters shall be made by the individual Police Chiefs of the Cities. Matters involving any future joint use of funds, grant applications, or other administrative matters that would involve the Cities jointly will be made jointly by the Police Chiefs of the Cities, provided that the Police Chiefs cannot obligate their City in regard to an expenditure of funds beyond that which has been agreed to in this Agreement.

7. CRASH TEAM RESPONSIBILITIES.

- a. The CRASH Team is responsible for responding to investigate crashes that result in a fatality, a fatality is likely to occur, or serious bodily injury. Crashes involving police/emergency vehicles resulting in serious bodily injury, and other crashes as determined and directed by the Chiefs of the Cities.
- b. The CRASH Team will take lead on the investigation and work directly with the affected agency's CID personnel on-scene to investigate and process the scene.
- c. The CRASH Team will forward all investigative findings to the affected agency and be available for any follow-up investigation and court testimony.

8. FUNDING AND EXPENDITURES.

- a. Funds for expenditures related to salary, benefits, equipment, supplies and operation, as listed in Exhibit A, attached hereto and incorporated as if set forth fully herein, of the CRASH Team shall be provided by the respective Cities.
- b. As required by the Act, the Cities acknowledge and agree that funding under the Agreement will be made from current revenues available to each City. Funds for the participation in, and the obligations of, the Agreement have been made or will be made, in successive years, provided and approved, through the respective annual budgets approved by the City Councils of the Cities.

9. EFFECT OF TERMINATION. Upon any termination of the Agreement, each item of equipment purchased for the CRASH Team shall be owned and kept by the purchasing City. If items are jointly purchased or obtained by a grant at some future date, the Cities will establish the procedures regarding where the item is kept and which agency will retain possession at the termination of this Agreement and other matters at the time the funding is sought or the item is purchased.

10. PUBLIC INFORMATION OFFICER.

- a. Media Relations During Incident. The City and law enforcement agency with primary jurisdiction during any specific operations of the CRASH Team will be responsible for overall media relations for that specific operation, although that agency may request assistance from any other agency in regard to media operations.
- b. Public Information Requests. Each city shall be responsible for public information

Crash Reconstruction Team INTERLOCAL AGREEMENT

requests that are delivered to that City; however, if a public information request involves an operation of the CRASH Team and is made of more than one city and requires a coordinated response, the City with primary jurisdiction over the event will coordinate the response. The Cities agree that they will comply with the Texas Public Information Act, including any applicable exceptions. The Cities agree that, pursuant to §552.117 of the Texas Government Code, the Cities will not release information that they may possess or have access to, regarding the home addresses, telephone numbers or family information about the peace officers of other Cities, to the extent allowed by law.

11. INCORPORATION OF OTHER DOCUMENTS. This Agreement incorporates the following documents:
 - a. Exhibit "A" attached hereto and incorporated herein is included in this Agreement as if fully set out in the Agreement.
12. SEVERABILITY. If any portion of the Agreement is determined by a court of competent jurisdiction to be invalid for any reason, the remaining provisions shall remain in full force and effect.
13. SURVIVAL. Notwithstanding any termination of this Agreement, the following Sections and the terms and conditions contained therein, shall remain in effect: Sections 8 "Funding and Expenditures;" 9 "Effect of Termination;" 11 "Severability;" 12 "Survival;" 13. "Waiver by Party;" 14 "Entire Agreement; Amendment" 15 "Venue; State Law;" 19. "Liability; Sovereign Immunity."
14. ENTIRE AGREEMENT; AMENDMENT. The Agreement, including any and all Exhibits mentioned herein, constitutes the entire Agreement between the Cities hereto with respect to the subject matter hereof. Any amendments to the Agreement must be made in writing, approved by the governing bodies of the Cities, respectively and signed by the City Manager of each City, or the person with authority to sign agreements for that City, prior to such amendment(s) becoming effective. However, this provision does not affect the right of each City to designate, through their City Manager or designee, a different person to receive notice than the person set out below.
15. VENUE; STATE LAW. The Agreement is governed by the laws of the State of Texas and venue for any action brought to enforce the terms and conditions of the Agreement shall lie exclusively in Denton County, Texas.
16. REMEDIES CUMULATIVE. No right or remedy granted or reserved to the Cities is exclusive of any other right or remedy herein by law or equity provided or permitted, but each right or remedy shall be cumulative or every other right or remedy given hereunder. No covenant or condition of the Agreement may be waived without the consent of the Cities.

Crash Reconstruction Team
INTERLOCAL AGREEMENT

17. NOTICES. Each notice or other communication which may be or is required to be given under the Agreement shall be in writing and shall be deemed to have been properly delivered when delivery is accomplished by one of the following methods:

- a. personal delivery to the person designated;
- b. delivered by certified mail, return receipt requested;
- c. delivered via an overnight, express or other delivery service that provides for written receipt of delivery. The persons designated to receive notices are set out below; however, each City has the right, through their City Manager or designee, at any time, to designate a different person to receive notices by giving the Cities fifteen (15) days written notice of such designation. If the person designated below is not available to receive notices, and the City has not designated another person, delivery to any other person of the same or similar title to the person designated shall be considered effective delivery of notice.

Persons Designated to Receive Notice:

City of Roanoke:

Jeriahme Miller, Chief of Police
609 Dallas Drive
Roanoke, Texas 76262

City of Southlake

James Brandon, Chief of Police
600 State Street
Southlake, Texas 76092

City of Keller

Brad Fortune, Chief of Police
330 Rufe Snow Drive
Keller, Texas 76248

City of Watauga

Robert Parker, Chief of Police
7101 Whitley Rd.
Watauga, Texas 76148

Town of Argyle

Emmitt Jackson, Chief of Police
506 US-377
Argyle, Texas 76226

Town of Northlake

Robert Crawford, Chief of Police
1600 Commons Cir
Northlake, Texas 76262

Town of Bartonville

Bobby Dowell, Chief of Police
1941 Jeter Rd E
Bartonville, Texas 76226

18. THIRD PARTIES. No provision of the Agreement shall create any third-party beneficiary. Nothing contained in the Agreement shall be construed to create, expand, or form a basis for liability to any third party under any theory of law. Further, each City retains, and does not hereby waive, its immunities and defenses provided by law.

Crash Reconstruction Team
INTERLOCAL AGREEMENT

19. LIABILITY; SOVEREIGN IMMUNITY. To the extent any liability is found to exist, each City hereto agrees that every City is responsible for its own liability. Each City retains full authority to settle any claims against it as the City chooses. The parties agree that no party has waived its sovereign immunity by entering into and performing their respective obligations under this Agreement.
20. AUTHORITY TO EXECUTE. The individuals executing this Agreement on behalf of the respective parties below represent to each other and to others that all appropriate and necessary action has been taken to authorize the individual who is executing this Agreement to do so for and on behalf of the party for which his or her signature appears, that there are no other parties or entities required to execute this Agreement in order for the same to be an authorized and binding agreement on the party for whom the individual is signing this Agreement and that each individual affixing his or her signature hereto is authorized to do so, and such authorization is valid and effective on the date hereof.
21. REPRESENTATIONS. Each signatory represents this Agreement has been read by the party for which this Agreement is executed and that such party has had an opportunity to confer with its counsel.
22. MISCELLANEOUS DRAFTING PROVISIONS. This Agreement shall be deemed drafted equally by all parties hereto. The language of all parts of this Agreement shall be construed as a whole according to its fair meaning, and any presumption or principle that the language herein is to be construed against any party shall not apply. Headings in this Agreement are for the convenience of the parties and are not intended to be used in construing this document.
23. ASSIGNMENT. This Agreement or any part thereof shall not be assigned or transferred by any party without the prior written consent of the other party.
24. COUNTERPARTS. This Agreement may be executed in a number of identical counterparts, each of which shall be deemed an original for all purposes.

Crash Reconstruction Team
INTERLOCAL AGREEMENT

**CRASH Reconstruction Team (CRASH Team) Interlocal Agreement
EXECUTED hereto on the date, month and year shown below:**

THE CITY OF ROANOKE

Scott Campbell, City Manager

Jeriahme Miller, Chief of Police

THE CITY OF KELLER

Mark Hafner, City Manager

Brad Fortune, Chief of Police

THE TOWN OF ARGYLE

Richard Olson, Town Administrator

Emmitt Jackson, Chief of Police

THE TOWN OF BARTONVILLE

Cori Reaume, Interim Town Administrator

Bobby Dowell, Chief of Police

CITY OF SOUTHLAKE

Shana Yelverton, City Manager

James Brandon, Chief of Police

THE CITY OF WATAUGA

Joshua Jones, City Manager

Robert Parker, Chief of Police

THE TOWN OF NORTHLAKE

Drew Corn, Town Manager

Robert Crawford, Chief of Police

Crash Reconstruction Team
INTERLOCAL AGREEMENT

EXHIBIT 'A'

**RESPECTIVE AGENCY
EXPENDITURES.**

1. Salaries, benefits and insurance of assigned personnel
2. Vehicles and operating expenses for assigned personnel
3. Vehicular and portable radio equipment and operating expenses for assigned personnel
4. Liability insurance coverage for assigned personnel
5. Overtime pay and benefits for assigned personnel
6. Non-CRASH Team related training as required by agency
7. CRASH Team related training as determined by the Commander, and Chief(s) of Police
8. Non-CRASH Team related travel required by agency
9. CRASH Team related travel as determined by the Commander, Chief(s) of Police
10. CRASH Team equipment and supplies as determined by the Commander, Chief(s) of Police

NORTHLAKE MAYOR AND COUNCIL COMMUNICATION

DATE: FEBRUARY 24, 2022

REF. DOC.: TEXAS LOCAL GOVERNMENT CODE CHAPTER 253

SUBJECT: SURPLUS INVENTORY DISPOSAL



STRATEGIC GOALS/OBJECTIVES:

- Invest in Infrastructure/Extend water service to all areas that want it
- Exercise Fiscal Responsibility/Sustain the low property tax rate

BACKGROUND INFORMATION:

- State law allows municipalities to dispose of surplus property
- Governing body designates responsible party for disposition of surplus property
- Available disposition methods: auction, destruction, or donation
- Equipment below has reached or exceeded required use:
 - o Old Town Hall Water Pump Station Infrastructure
 - Two, 15,000 gal. Hydro Pneumatic Pressure Tanks & Appurtenances
 - o Northridge Estates Water Pump Station Infrastructure
 - Two, 100,000 gal. Welded Steel Ground Storage Tanks
 - Two, 8,000 gal. Steel Pressure Tanks & Appurtenances
 - 10 & 50 Horsepower Submersible Pumps & Appurtenances from Wells
 - 6" & 8" Yard Pipe & Valves
 - 28' X 20' Pump House
 - Two, 15 HP, 360 GPM Pumps
 - One, 50 HP, 1000 GPM Pump
 - Chlorination Equipment

COUNCIL ACTION:

- Declare property surplus and authorize Town Manager to dispose



TOWN OF NORTHLAKE, TEXAS
OFFICIAL RESOLUTION

No. 22 -11

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

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

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

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

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

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

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

PASSED AND APPROVED by the Town Council of the Town of Northlake, Texas, this 24th day of February 2022.

Town of Northlake, Texas

David Rettig, Mayor

Attest:

Zolaina R. Parker, Town Secretary



TOWN OF NORTHLAKE, TEXAS
OFFICIAL RESOLUTION

EXHIBIT "A"

Old Town Hall Water Pump Station Infrastructure:
• Two, 15,000 gal. Hydro Pneumatic Pressure Tanks & Appurtenances
Northridge Estates Water Pump Station Infrastructure:
• Two, 100,000 gal. Welded Steel Ground Storage Tanks • Two, 8,000 gal. Steel Pressure Tanks & Appurtenances • 10 & 50 Horsepower Submersible Pumps & Appurtenances from Wells • 6" & 8" Yard Pipe & Valves • 28' X 20' Pump House • Two, 15 HP, 360 GPM Pumps • One, 50 HP, 1000 GPM Pump • Chlorination Equipment

TOWN OF NORTHLAKE COUNCIL ITEM NO. 5

DATE: FEBRUARY 24, 2022

ITEM: ACTION ITEMS





NOTICE OF PUBLIC HEARING

Notice is hereby given that a public hearing will be held before the Northlake Town Council at a meeting to begin at 5:30 p.m. on Thursday, March 10, 2022, at Northlake Town Hall, 1500 Commons Circle, Suite 300, Northlake, Texas, where all interested persons may appear and be heard on the petition filed by the landowner pursuant to Local Government Code, Section 43.0671 requesting annexation of approximately 10.963 acres of land located at the southwest corner of Chadwick Parkway and Cleveland-Gibbs Road contiguous to the current town limits of Northlake, Texas, in the Town's exclusive extraterritorial jurisdiction. A map of the area proposed for annexation is available at Town Hall and at www.town.northlake.tx.us. Case # ANX-22-001.

CERTIFICATION

I, Zolaina R. Parker, Town Secretary for the Town of Northlake, hereby certify that the above notice was posted on the official bulletin board at the Town of Northlake, Town Hall, 1500 Commons Circle, Suite 300, Northlake, Texas 76226, and on the Town's website on the 25th day of February 2022, by 5:00 p.m.

Scheduled for publication in the Denton Record-Chronicle on February 27, 2022.

Zolaina R. Parker, Town Secretary

NORTHLAKE MAYOR AND COUNCIL COMMUNICATION

DATE: FEBRUARY 24, 2022

REF. DOC.: LOCAL GOVERNMENT CODE, CHAPTER 395, FINANCING CAPITAL IMPROVEMENTS REQUIRED BY NEW DEVELOPMENT

SUBJECT: CIAC APPOINTMENTS FOR UTILITY IMPACT FEE UPDATE



GOALS/OBJECTIVES:

- Invest in Infrastructure/Continue to leverage infrastructure upsizing opportunities
- Invest in Infrastructure/Continue to invest in infrastructure expansions and improvements

BACKGROUND INFORMATION:

- In 2018, Town Council adopted Utility Impact Fee ordinance per Chapter 395 of LGC
- Updates of land use assumptions (LUA), capital improvement plans (CIP) and utility impact fees required every five years
- Based on development especially in southern pressure plain, updated master plans needed
- Capital improvements advisory committee (CIAC) appointed by Council reviews LUA, CIP and utility impact fees
- Planning and Zoning Commission (P&Z) may serve as CIAC with one caveat
 - Because Town Certificate of Convenience and Necessity (CCN) extends beyond Town limits, ad hoc member from Town extraterritorial jurisdiction required
- Suggested ad hoc CIAC member candidates from Harvest in Town ETJ:
 - Andrew Cousins, Landscape Architect, Valley Quest Design
 - Josh Fischer, Manager, Heat Transfer Solutions
 - Ben Scheck, Pastor, Grove Church
 - Cameron Whitaker, Project Manager, HCI Construction

COUNCIL ACTION:

- Appoint capital improvement advisory committee
 - Current P&Z; and
 - One ad hoc member from Town ETJ (conforms to statutory requirements)



TOWN OF NORTHLAKE, TEXAS
OFFICIAL RESOLUTION

TOWN OF NORTHLAKE, TEXAS
RESOLUTION NO. 22-12

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF NORTHLAKE, TEXAS, CREATING A CAPITAL IMPROVEMENT ADVISORY COMMITTEE; APPOINTING THE PLANNING AND ZONING COMMISSION MEMBERS TO SERVE AS THE CAPITAL IMPROVEMENT ADVISORY COMMITTEE, APPOINTING AD HOC MEMBER FROM TOWN EXTRATERRITORIAL JURISDICTION, ESTABLISHING THE DUTIES OF THE COMMITTEE; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, Texas Local Government Code Chapter 395 ("Impact Fee Statute") authorizes political subdivisions, including the Town of Northlake, to enact and impose impact fees on land within their corporate boundaries or extraterritorial jurisdictions to finance capital improvements associated with new development; and

WHEREAS, the Impact Fee Statute prescribes a process and methodology by which the Town must conduct public hearings concerning the consideration and approval of the Land Use Assumptions ("LUA") and Capital Improvement Plan ("CIP"), the adoption of the impact fees, and the ongoing periodic review and reporting requirements associated with the impact fees once adopted; and

WHEREAS, the Impact Fee Statute requires the Town Council to appoint a Capital Improvement Advisory Committee ("CIAC") to advise the Town Council on certain matters related to the impact fee consideration and adoption procedures required by the Impact Fee Statute; and

WHEREAS, the Impact Fee Statute also requires the Town Council to adopt procedural rules for the Committee to follow in the execution of its duties; and

WHEREAS, the Town Council finds it to be in the public's best interest to create the Capital Improvement Advisory Committee to finance capital improvements associated with new development in the Town and in the Town's extraterritorial jurisdiction,

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

SECTION 1. The findings and recitations set out in the preamble to this Resolution are found to be true and correct and are hereby adopted by the Town Council and made a part hereof for all purposes.



TOWN OF NORTHLAKE, TEXAS
OFFICIAL RESOLUTION

SECTION 2. The Town Council hereby establishes the Capital Improvement Advisory Committee as follows:

a. *Establishment.*

The Town of Northlake Capital Improvement Advisory Committee ("CIAC") is an advisory board whose purpose shall be to advise and make recommendations to the Town Council regarding the study, consideration, development and adoption of impact fees pursuant to the Impact Fee Statute.

b. *Membership, Compliance & Appointment.*

- i. The Town Council hereby appoints as the Committee the Planning and Zoning Commission which consists of seven (7) members.
- ii. The Town Council finds that at least one member of the Planning and Zoning Commission is from the real estate, development or building industry and is not an employee or official who serves a political subdivision or governmental entity.
- iii. The Town Council anticipates imposing impact fees in the Town's extraterritorial jurisdiction and therefore appoints an ad hoc member to the Committee who qualifies as a representative of the Town's extraterritorial jurisdiction.
- iv. The Town Council reserves the right to appoint additional members of the Committee if required to replace a member due to a resignation or for any other purpose as may be required to comply with the Impact Fee Statute.

c. *Committee Functions and Duties.*

- i. The Committee shall serve in an advisory capacity;
- ii. The Committee shall advise and assist the Town in adopting land use assumptions;
- iii. The Committee shall review the capital improvement plan and file written comments;
- iv. The Committee shall monitor and evaluate the implementation of the capital improvement plan;
- v. The Committee shall file semi-annual reports with respect to the progress of the capital improvement plan and report to the Town Council any inequities, actual or perceived, in implementing the capital improvement plan or imposing the impact fees;
- vi. The Committee shall advise the Town Council of the need to update or revise the land use assumptions, capital improvement plan, or impact fees; and



TOWN OF NORTHLAKE, TEXAS
OFFICIAL RESOLUTION

- vii. The Committee shall fulfill any other duties or obligations that may be required of it in accordance with the Impact Fee Statute
- d. *Committee Conduct.*
 - i. The Committee shall appoint one member as its Chairperson and one member as its Vice-Chairperson at its first meeting following the approval this Resolution.
 - ii. The Chairperson shall preside over all meetings of the Commission and in the absence of the Chairperson the Vice Chairperson shall preside.
 - iii. The Committee shall appoint a Secretary who shall be responsible for recording the minutes of the Committee's meetings and posting notice of meetings in accordance with Town ordinances and state law.
 - iv. The Committee shall conduct Committee business only when a quorum of members is present. A quorum is defined as a majority of the voting membership of the Committee.
 - v. The Committee shall meet at sufficient intervals so as to fulfill its functions and duties in a reasonably timely manner.
 - vi. The Committee shall meet as directed by the Town Council to conduct business.
 - vii. The Chairperson or any three (3) Committee members may call a special meeting as necessary to conduct business. Meetings shall be held at Town Hall, located at 1500 Commons Circle, Northlake, Texas 76226.
 - viii. The Committee may adopt its own rules of procedure for conducting business. In the event the Committee fails to adopt its own rules of procedure for conducting business, the Committee's meetings shall conform to the rules for conducting business of the Town Council and Robert's Rules of Order, as amended.
 - ix. The Committee shall provide Committee Reports to the Town Council that include comments and recommendations regarding the land use assumptions, capital improvement plan and impact fees.
- e. *Committee Reports.* The Committee shall provide Committee Reports to the Town Council that include comments and recommendations regarding the land use assumptions, capital improvement plan and impact fees, which shall be submitted as follows:
 - i. Before the fifth (5th) business day before the date of the public hearing on the proposed land use assumptions and capital improvements plan;
 - ii. Before the fifth (5th) business day before the date of the public hearing on the proposed impact fees;



TOWN OF NORTHLAKE, TEXAS
OFFICIAL RESOLUTION

- iii. Before the fifth (5th) business day before the date of the public hearing on any proposed amendments to the land use assumptions, capital improvements plan and impact fees; and
- iv. At any other such time as the Committee or Town Council shall deem appropriate or necessary.

SECTION 3. The Town Council and Town Staff shall make available to the Committee any professional reports regarding the development or implementation of land use assumptions, capital improvement plans, utility financial analyses, or any other information that may be available and relevant to the study, consideration, development, and adoption of impact fees pursuant to the Impact Fee Statute.

SECTION 4. Severability. In the event any clause, phrase, provision, sentence or part of this Resolution or the application of the same to any person or circumstances shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this Resolution as a whole or any part or provision hereof other than the part declared to be invalid or unconstitutional; and the Town Council of the Town of Northlake, Texas, declares that it would have passed each and every part of the same notwithstanding the omission of any part thus declared to be invalid or unconstitutional, or whether there be one or more parts.

PASSED AND APPROVED by the Town Council of the Town of Northlake, Texas, this 24th day of February 2022.

Town of Northlake, Texas

David Rettig, Mayor

Attest:

Zolaina R. Parker, Town Secretary

NORTHLAKE MAYOR AND COUNCIL COMMUNICATION

DATE: FEBRUARY 24, 2022

REF. DOC.:

SUBJECT: CONTINUE WITH DECLARATION OF LOCAL AND PUBLIC HEALTH
EMERGENCY APRIL 23, 2020



TOWN OF NORTHLAKE COUNCIL ITEM NO. 6

DATE: FEBRUARY 24, 2022

ITEM: EXECUTIVE SESSION



TOWN OF NORTHLAKE COUNCIL ITEM NO. 7

DATE: FEBRUARY 24, 2022

ITEM: OPEN SESSION



TOWN OF NORTHLAKE COUNCIL ITEM NO. 8

DATE: FEBRUARY 24, 2022

ITEM: ADJOURNMENT

