

**CITY OF SHERMAN
CITY COUNCIL REGULAR MEETING AGENDA
COUNCIL CHAMBERS OF THE CITY HALL
220 WEST MULBERRY STREET
SHERMAN, TEXAS
MONDAY, SEPTEMBER 15, 2014
5:00 P.M.**

- A. 1. CALL TO ORDER, QUORUM DETERMINED, MEETING DECLARED OPEN**
- A. 2. PLEDGE OF ALLEGIANCE LED BY COUNCIL MEMBER JASON SOFEY**
- A. 3. INVOCATION BY COUNCIL MEMBER JASON SOFEY**
- A. 4. APPROVE MINUTES OF THE CALLED CITY COUNCIL MEETING OF SEPTEMBER 2, 2014**

Public Hearing

- B. 1. INTRODUCTION AND PUBLIC HEARING OF ORDINANCE NO. 5828**
Amending Section 12, Ordinance No. 2280, so as to Include Certain Properties within the C-1 (Retail Business) District in the 3600 Block of Loy Lake Road and the 900 Block of East Pecan Grove Road; Ibrahim Abu Sarris Family, LP, Owners; Brad Andrus, Prospective Buyer; Homeyer Engineering, Inc. (Engineer); and Underwood Drafting & Surveying (Surveyors)

Close Public Hearing and Consider Adoption of Ordinances

- B. 2. ADOPTION OF ORDINANCES**
Consider Adoption of Ordinance Number: 5828
- B. 3. ADOPTION OF ORDINANCE NO. 5823**
Providing for the Levy of Ad Valorem Taxes for the City of Sherman, Texas, for the Tax Year 2014; Distributing the Same Among the Various Funds; Providing for a Penalty and Interest for Failure to Pay the Taxes Levied within the Time Provided by Law
- B. 4. CONSENT AGENDA**
Asterisked (*) items are considered to be routine and will be enacted in one motion without discussion unless a Council Member or a citizen requests a specific item be discussed and voted on separately

Resolutions

- C. 1. *** RESOLUTION NO. 5879**
Authorizing Execution of an Encroachment Easement to Altera Highland, LLC for the Placement of Two Leasing Signs in the Street Right-of-Way at 300 North Highland Avenue
- C. 2. *** RESOLUTION NO. 5880**
Authorizing Execution of an Encroachment Easement with National Auto Collision Repair to Construct a Sewer Service Line within the Street Right-of-Way of Sycamore Street
- C. 3. *** RESOLUTION NO. 5881**
Authorizing the Execution of Deeds for the Resale of Properties within the Sherman City Limits Seized for Delinquent Taxes
- C. 4. *** RESOLUTION NO. 5882**
Awarding a Bid to and Authorizing Execution of a Contract with Weisinger Incorporated for the Cherry Park Pump Station Well Repairs
- C. 5. **RESOLUTION NO. 5883**
Amending the 2013-2014 Budget of the City of Sherman, Texas, Appropriating and Allocating Additional Funds for the Period of October 1, 2013, through September 30, 2014
- C. 6. *** RESOLUTION NO. 5884**
Adopting an Investment Policy for the City of Sherman

Requests to Advertise

- D. 1. *** REQUEST TO ADVERTISE**
Gallagher Water Tower Painting and Repair

Other Business

- E. 1. **OTHER BUSINESS**
Consider Request of the Austin College Kappa Gamma Chi to Temporarily Close Certain Streets for the 2014 'Roo Run on Saturday, October 18, 2014 with a Rain Date of Saturday, November 1, 2014
- E. 2. *** OTHER BUSINESS**
Final Plat Approval of Sherman Carwash Addition, being 3.127 acres in the Hillard Jennings Survey, Abstract No. 639; Ibrahim Abu Sarris Family, LP, Owner; Brad Andrus, Prospective Buyer; Homeyer Engineering, Inc., Engineers; and Underwood Drafting & Surveying, Surveyors (3600 Block of Loy Lake Road and the 900 Block of East Pecan Grove Road)
- F. **CITIZEN REQUESTS**

G. MEDIA QUESTIONS

Consider Board/Commission Appointments

H. 1. APPOINT/REMOVE OR CONSIDER QUALIFICATIONS TO BOARDS AND COMMISSIONS

- (a) Parks and Recreation Advisory Board (2)

I. COUNCIL COMMENTS

Executive Session

J. 1. EXECUTIVE SESSION

In Accordance with Chapter 551, Government Code, V.T.C.S. (Open Meetings Law), "The City Council Will Now Hold a Closed Executive Meeting Pursuant to the Provisions of the Open Meetings Law, Chapter 551, Government Code, Vernon's Texas Codes Annotated, in Accordance with the Authority Contained in the Following Sections:

Section 551.071 Consultation with City Attorney concerning Pending or Contemplated Litigation:

- (a) Receive the City Attorney's Briefing on Pending or Contemplated Litigation

Section 551.087 Deliberation Regarding Economic Development Negotiations:

- (a) Deliberate Regarding Commercial or Financial Information that the City has Received from Business Prospects and Deliberate any Offers or Incentives to those Business Prospects

The Council reconvenes into General Session

K. 1. OPEN MEETING

Reconvene into Open Meeting and Consider Action, if any, on items discussed in Executive Session

L. ADJOURNMENT

COUNCIL CALENDAR

CERTIFICATION

I, the undersigned authority, do hereby certify that the above Notice of Regular Meeting of the City Council of the City of Sherman is a true and correct copy of said Notice and that I posted a true and correct copy of said Notice on the bulletin board at City Hall of said City of Sherman, Texas, a place convenient to the public, and said notice was posted on September 11, 2014 at 4:00 p.m., and said time of posting was 72 hours before said meeting was convened or called to order.

Dated this 11th day of September, 2014
City of Sherman, Texas

City Clerk

The above agenda schedule represents an estimate of the order for the indicated items and is subject to change at any time.

All agenda items are subject to final action by the City Council.

An unscheduled closed executive session may be held if the discussion of any of the above agenda items concerns the purchase, exchange, lease or value of real property; the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee; the deployment or use of security personnel or equipment; or requires consultations with the City Attorney.

At the discretion of the City Council, non-agenda items under the headings of "Citizens Requests", "Media Questions", and "Council Concerns" may be presented to the Council for informational purposes; however, by law, the Council shall not discuss, deliberate, or vote upon such matters except that a statement of specific factual information, a recitation of existing policy, and deliberations concerning the placing of the subject on a subsequent agenda may take place.

The City Attorney has approved the Executive Session items on this agenda.

PERSONS WITH DISABILITIES, WHO PLAN TO ATTEND THIS MEETING AND WHO MAY NEED ASSISTANCE, ARE REQUESTED TO CONTACT LINDA ASHBY AT (903) 892-7204, TWO (2) WORKING DAYS PRIOR TO THE MEETING SO THAT APPROPRIATE ARRANGEMENTS CAN BE MADE.

Mayor

Carolyn S. Wacker

Deputy Mayor

Robert G. Softly

Council Members

Ryan Johnson, Council-At-Large, PL #1

Jason Sofey, Council-At-Large, PL #2

Lawrence Davis, Council – District #1

Robert G. Softly, Council – District #2

Tom Watt, Council – District #3

David Plyler, Council – District #4



SHERMAN CITY COUNCIL

Agenda Communication Form

City Council Regular Meeting

Agenda Item No. A. 4.

Meeting Date: 09/15/2014

Prepared By: Linda Ashby, City Clerk

Approved By: George Olson, City Manager

Caption:

APPROVE MINUTES OF THE CALLED CITY COUNCIL MEETING OF SEPTEMBER 2, 2014

Attachments

September 2, 2014

STATE OF TEXAS

§

September 2, 2014

COUNTY OF GRAYSON

§

BE IT REMEMBERED THAT A Called Meeting of the City Council of the City of Sherman, Grayson County, Texas was begun and held in the Council Chambers of City Hall on September 2, 2014.

MEMBERS PRESENT:

MAYOR CARY WACKER.
COUNCIL MEMBERS DAVIS, JOHNSON, PLYLER, SOFEY,
WATT.

MEMBERS ABSENT:

DEPUTY MAYOR ROBERT SOFTLY.

CALL TO ORDER

Mayor Wacker called the meeting to order at 5:00 p.m. The Pledge of Allegiance and Invocation were given by Council Member Ryan Johnson.

CALL TO ORDER

APPROVE MINUTES

The Council reviewed the Minutes of the Regular City Council Meeting of August 18, 2014. Council Member Plyler moved to approve the Minutes as presented; Second by Council Member Johnson. All present voted AYE.
MOTION CARRIED.

APPROVE MINUTES

PROCLAMATION

"BLOOD CANCER AWARENESS MONTH" – SEPTEMBER 2014

Mayor Wacker read a proclamation designating September 2014 as "Blood Cancer Awareness Month" in Sherman. The Leukemia & Lymphoma Society requested this proclamation to increase awareness of and support for those afflicted with blood cancer diseases.

BLOOD CANCER
AWARENESS MONTH

PUBLIC HEARING

CAPITAL IMPROVEMENT PROGRAM 2014-2019

Mayor Wacker asked if any citizen had questions about the City's Capital Improvement Program for 2014 through 2019.

CAPITAL
IMPROVEMENT
PROGRAM

Robby Hefton, Assistant City Manager/CFO, said the Capital Improvement Program was previously presented to the City Council. Only the first year of the CIP is actually funded for projects in both the General Fund and the Utility Fund.

No citizens appeared before the City Council to discuss the Capital Improvement Program for 2014-2019.

SECOND PUBLIC HEARING OF ORDINANCE NO. 5823

Mayor Wacker called for the second public hearing of Ordinance 5823:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS, PROVIDING FOR THE LEVY OF AD VALOREM TAXES FOR THE CITY OF SHERMAN, TEXAS, FOR THE TAX YEAR 2014; DISTRIBUTING THE SAME

ORD 5823
LEVY OF AD
VALOREM TAXES

AMONG THE VARIOUS FUNDS; PROVIDING FOR A PENALTY AND INTEREST FOR FAILURE TO PAY THE TAXES LEVIED WITHIN THE TIME PROVIDED BY LAW; PROVIDING FOR A REPEALER.

Mayor Wacker announced that the City Council will consider adoption of the tax rate ordinance at the regular meeting scheduled for 5:00 p.m. on Monday, September 15, 2014, at Sherman City Hall, 220 West Mulberry Street, Sherman, Texas.

No citizens appeared before the City Council to discuss Ordinance 5823.

INTRODUCTION AND PUBLIC HEARING OF ORDINANCES

Mayor Wacker introduced Ordinance 5825 and called for a public hearing:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS, DECLARING AS ELECTED THE UNOPPOSED CANDIDATES FOR THE OFFICE OF CITY COUNCIL MEMBER FOR DISTRICT 2 AND FOR DISTRICT 4; FINDING THAT ALL NECESSARY AND REQUIRED LEGAL CONDITIONS HAVE BEEN SATISFIED; PROVIDING THAT THE NOVEMBER 4, 2014 REGULAR MUNICIPAL ELECTION FOR CITY COUNCIL SHALL NOT BE HELD; PROVIDING FOR POSTING OF THIS ORDINANCE ON ELECTION DAY, NOVEMBER 4, 2014; PROVIDING A REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING AN EFFECTIVE DATE.

ORD 5825
DECLARING
UNOPPOSED
CANDIDATES
ELECTED

Mayor Wacker said one candidate filed for each of the positions on the ballot, and with no opposition, there is no need to hold an Election.

She added that Council Member Plyler will be returning and Terrence Steele, former City Council Member, will be returning. Both new Council Members will be sworn in on November 17, 2014.

No citizens appeared before the City Council to discuss Ordinance 5825.

Mayor Wacker introduced Ordinance 5826 and called for a public hearing:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS, ESTABLISHING MAXIMUM, REASONABLE AND PRUDENT RATES OF SPEED ON CERTAIN PORTIONS OF CERTAIN STREETS AND HIGHWAYS AND PUBLIC PLACES IN THE CITY OF SHERMAN; REPEALING ALL ORDINANCES AND PARTS OF ORDINANCES IN CONFLICT HEREWITH; FIXING PENALTIES FOR VIOLATION HEREOF; AND DECLARING AN EMERGENCY.

ORD 5826
SPEED LIMIT
ON HWY 56

No citizens appeared before the City Council to discuss Ordinance 5826.

COUNCIL MINUTES – SEPTEMBER 2, 2014

Mayor Wacker introduced Ordinance 5827 and called for a public hearing:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS, REPEALING ORDINANCE NO. 5754 IN ITS ENTIRETY; ESTABLISHING ASSIGNMENT PAY SCHEDULES FOR FIREFIGHTERS AND POLICE OFFICERS; PROVIDING FOR AN EFFECTIVE DATE; PROVIDING FOR A REPEALER.

ORD 5827
POLICE & FIRE
PAY SCHEDULES

No citizens appeared before the City Council to discuss Ordinance 5827.

The Public Hearing was closed.

ADOPTION OF ORDINANCES

Ordinance 5825

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS, DECLARING AS ELECTED THE UNOPPOSED CANDIDATES FOR THE OFFICE OF CITY COUNCIL MEMBER FOR DISTRICT 2 AND FOR DISTRICT 4; FINDING THAT ALL NECESSARY AND REQUIRED LEGAL CONDITIONS HAVE BEEN SATISFIED; PROVIDING THAT THE NOVEMBER 4, 2014 REGULAR MUNICIPAL ELECTION FOR CITY COUNCIL SHALL NOT BE HELD; PROVIDING FOR POSTING OF THIS ORDINANCE ON ELECTION DAY, NOVEMBER 4, 2014; PROVIDING A REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING AN EFFECTIVE DATE.

ORD 5825
DECLARING
UNOPPOSED
CANDIDATES
ELECTED

Ordinance 5826

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS, ESTABLISHING MAXIMUM, REASONABLE AND PRUDENT RATES OF SPEED ON CERTAIN PORTIONS OF CERTAIN STREETS AND HIGHWAYS AND PUBLIC PLACES IN THE CITY OF SHERMAN; REPEALING ALL ORDINANCES AND PARTS OF ORDINANCES IN CONFLICT HERewith; FIXING PENALTIES FOR VIOLATION HEREOF; AND DECLARING AN EMERGENCY.

ORD 5826
SPEED LIMIT
ON HWY 56

Ordinance 5827

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS, REPEALING ORDINANCE NO. 5754 IN ITS ENTIRETY; ESTABLISHING ASSIGNMENT PAY SCHEDULES FOR FIREFIGHTERS AND POLICE OFFICERS; PROVIDING FOR AN EFFECTIVE DATE; PROVIDING FOR A REPEALER.

ORD 5827
POLICE & FIRE
PAY SCHEDULES

ACTION TAKEN.

Motion by Council Member Johnson to approve Ordinance Nos. 5825, 5826, and 5827, as presented.

Second by Council Member Watt.

VOTING AYE: Davis, Johnson, Plyler, Sofey, Watt.

VOTING NAY: None.

MOTION CARRIED.

CONSENT AGENDA

The Council reviewed the Consent Agenda. Mayor Wacker removed Item D-3, entitled “Resolution No. 5877 – Authorizing the Execution of Agreement with the Sherman Housing Authority, the Texoma Area Paratransit System, Inc., the Grayson County Crisis Center, the Grayson County Shelter, Inc., the Child & Family Guidance Center of Texoma, Boys & Girls Club of Sherman, Inc., and MasterKey Ministries of Grayson County, Inc. for the Use of Community Development Block Grant Funds” from the Consent Agenda, for consideration in its regular order of business.

Council Member Watt moved to approve the Consent Agenda, with the exception of Item D-3, which will be considered in its regular order of business. Second by Council Member Sofey. All present voted AYE.

RESOLUTIONS

RESOLUTION NO. 5875 – APPROVING AND ADOPTING A FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM FOR THE CITY OF SHERMAN, TEXAS

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS, APPROVING AND ADOPTING A FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM FOR THE CITY OF SHERMAN, TEXAS; PROVIDING FOR AN EFFECTIVE DATE.

CONSENT AGENDA.

RESOLUTION NO. 5876 – AUTHORIZING EXECUTION OF A CONTRACT WITH THE SHERMAN CHAMBER OF COMMERCE FOR THE PROMOTION OF TOURISM IN SHERMAN AND ITS SURROUNDING AREA

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS, AUTHORIZING EXECUTION OF A CONTRACT WITH THE SHERMAN CHAMBER OF COMMERCE FOR THE PROMOTION OF TOURISM.

Mayor Wacker said the contract will be effective October 1, 2014, and the City is looking forward to good things.

Eddie Brown, Chamber of Commerce President, said they were very happy to manage the Sherman Tourism Department. Mayor Wacker said they are already seeing some exciting things happening.

ACTION TAKEN.

Motion by Council Member Sofey to approve Resolution No. 5876, as presented. Second by Council Member Watt.

VOTING AYE: Davis, Johnson, Plyler, Sofey, Watt.

VOTING NAY: None.

MOTION CARRIED.

RESOLUTION NO. 5877 – AUTHORIZING THE EXECUTION OF AGREEMENT WITH THE SHERMAN HOUSING AUTHORITY, THE TEXOMA AREA PARATRANSIT SYSTEM,

CONSENT AGENDA

**RES 5875
CIP**

**RES 5876
TOURISM CONTRACT
WITH CHAMBER OF
COMMERCE**

**RES 5877
CDBG FUNDS**

INC., THE GRAYSON COUNTY CRISIS CENTER, THE GRAYSON COUNTY SHELTER, INC., CHILD & FAMILY GUIDANCE CENTER OF TEXOMA, BOYS & GIRLS CLUB OF SHERMAN, INC., AND MASTERKEY MINISTERIES OF GRAYSON COUNTY, INC. FOR THE USE OF COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS, AUTHORIZING THE EXECUTION OF AGREEMENTS WITH THE SHERMAN HOUSING AUTHORITY, THE TEXOMA AREA PARATRANSIT SYSTEM, INC., THE GRAYSON COUNTY CRISIS CENTER, THE GRAYSON COUNTY SHELTER, INC., CHILD & FAMILY GUIDANCE CENTER OF TEXOMA, BOYS & GIRLS CLUB OF SHERMAN, INC., AND MASTERKEY MINISTERIES OF GRAYSON COUNTY, INC. FOR THE USE OF COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS.

Mayor Wacker removed Item D-3 from the Consent Agenda for consideration in its regular order of business.

She explained that the CDBG funds are Federal funds that come to the City for the good of Sherman citizens. She recognized the number of organizations and the number of people that are helped through these funds.

ACTION TAKEN.

Motion by Council Member Johnson to approve Resolution No. 5877, as presented. Second by Council Member Plyler.

VOTING AYE: Davis, Johnson, Plyler, Sofey, Watt.

VOTING NAY: None.

MOTION CARRIED.

RESOLUTION NO. 5878 – REVOKING AND REPLACING RESOLUTION NO. 5837; ESTABLISHING SALARY STRUCTURES AND INCENTIVE / CERTIFICATION PAY SCHEDULES FOR FIREFIGHTERS AND POLICE OFFICERS

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS, REVOKING AND REPLACING RESOLUTION NO. 5837; ESTABLISHING SALARY STRUCTURES AND INCENTIVE / CERTIFICATION PAY SCHEDULES FOR FIREFIGHTERS AND POLICE OFFICERS; PROVIDING FOR AN EFFECTIVE DATE.

CONSENT AGENDA.

RES 5878
POLICE & FIRE
PAY SCHEDULES

REQUEST TO ADVERTISE
REPAIR OR REPLACEMENT OF LAKE TEXOMA PUMP
STATION PUMP #2

The City Council approved the request to advertise for the repair or replacement of the Lake Texoma Pump Station Pump #2.

REQ TO ADVERTISE
LAKE TEXOMA
PUMP STATION
PUMP #2

Raw water Pump #2, which pumps water from Lake Texoma to the City's Water Treatment Plant, is not functioning and

must be pulled and inspected. The pump will be repaired or replaced as required.
CONSENT AGENDA.

OTHER BUSINESS

CONSIDER REQUEST OF THE SHERMAN INDEPENDENT SCHOOL DISTRICT AND THE SHERMAN HIGH SCHOOL STUDENT COUNCIL TO TEMPORARILY CLOSE CERTAIN STREETS FOR THE “2014 SHERMAN HIGH SCHOOL HOMECOMING PARADE” ON MONDAY, SEPTEMBER 22, 2014

CLOSE STREETS
SHS HOMECOMING
PARADE

The City Council approved the request of the Sherman Independent School District and the Sherman High School Student Council to temporarily close certain streets for the “2014 Sherman High School Homecoming Parade” on September 22, 2014, at 6:30 p.m.

City labor and equipment to provide traffic control assistance and to implement barricade placement and removal will be required.
CONSENT AGENDA.

CONSIDER REQUEST OF DOWNTOWN SHERMAN PRESERVATION & REVITALIZATION TO TEMPORARILY CLOSE CERTAIN STREETS FOR THE “STROLL ON THE SQUARE” ON SATURDAY, OCTOBER 11, 2014

CLOSE STREETS
“STROLL ON THE
SQUARE”

George Olson, City Manager, addressed notes in the Agenda Communication Form about a delay and “working out some kinks” with DSP&R to assure everything goes smoothly with public safety support and the other support provided by the City.

Karen Tooley, Director of DSP&R, said they are adding Wall Street to the event this year.

Council Member Watt asked if there were any problems last year with ingress and egress. Otis Henry, Police Chief, and J.J. Jones, Fire Chief, said they were not aware of any problems last year.

ACTION TAKEN.

Motion by Council Member Watt to approve the request of Downtown Sherman Preservation & Revitalization to temporarily close certain streets for the “Stroll on the Square” on October 11, 2014, as presented. Second by Council Member Plyler.

VOTING AYE: Davis, Johnson, Plyler, Sofey, Watt.

VOTING NAY: None.

MOTION CARRIED.

CITIZENS REQUESTS

CONDITION OF O.B. GRONER ROAD

CONDITION OF
O.B. GRONER ROAD

Dr. Mike Raleigh, 5211 O.B. Groner Road, outlined issues he has had since 2009 with road conditions caused by Grayson Pipeline. At that time the pipeline crossed his neighbor’s property, went under the street, and then across his yard.

COUNCIL MINUTES – SEPTEMBER 2, 2014

O.B. Groner Road was left “a disaster” after they completed the project. The following year he contacted the pipeline company and they said they had no rules or regulations with the City to repair the street after they left.

In 2010 he spoke with a City employee who determined that the base of the road had been destroyed and said the repair would need to be budgeted. The road continued to get worse and the next year he spoke with a different City employee. The road continues to be a disaster.

Dr. Raleigh said he has submitted a packet of 100 pictures of road problems that span 800 feet, from where the pipeline was laid to Friendship Road. The road is dangerous and is a problem he added.

Some of the road is maintained by the City of Sherman and some is maintained by Grayson County. Dr. Raleigh said the County repairs potholes annually and completed an overlay on their part for the second time in five years.

Dr. Raleigh said the road is very dangerous and someone needs to look at it and make the repairs. He also submitted an insurance claim form with the 100 pictures for the City to pay \$400 because driving out of his driveway keeps knocking his car out of alignment. He said it has also cost him about 20,000 miles on a set of tires.

He said the road is dangerous and asked that the City look at the road and make repairs. There is a major difference between the way the County is maintaining their part and the way the City is maintaining their part.

Mayor Wacker said the staff will review the situation and she thanked Dr. Raleigh for bringing it to their attention.

MEDIA QUESTIONS

There were no media questions.

COUNCIL COMMENTS

NAMING OF ASSISTANT POLICE CHIEF

Council Member Watt yielded his time to Chief Otis Henry for an announcement.

Chief Henry said several weeks ago he asked the Council to allow him to appoint the position of Assistant Chief. After implementing a process for that appointment, he has made his selection.

Today Lieutenant Bob Fair was appointed Assistant Chief of the Police Department. He has served with the Department for about 35 years. Chief Henry said he is accepted by most all members of the Department, and is an excellent choice. He added that he is very confident with the decision and thanked the City Council for allowing him to make the appointment.

MEDIA QUESTIONS

NAMING OF ASSISTANT POLICE CHIEF

COUNCIL MINUTES – SEPTEMBER 2, 2014

Council Member Watt said they picked the right guy for the job and says that, because Assistant Chief Fair helped train him 31 years ago.

NEW COUNCIL MEMBERS

Council Member Sofey expressed appreciation to Council Member Plyler for running for office again and to Terrence Steele for joining them again. He looked forward to working with both men.

NEW COUNCIL MEMBERS

APPRECIATION FOR SERVICE

Council Member Plyler thanked the citizens for allowing him to serve and said he looked forward to working for another three years.

APPRECIATION FOR SERVICE

NEW COUNCIL MEMBERS

Council Member Johnson congratulated Council Member Plyler and Mr. Steele and said he looked forward to working with both men.

NEW COUNCIL MEMBERS

NEW COUNCIL MEMBERS

Council Member Davis also congratulated Council Member Plyler and Mr. Steele.

NEW COUNCIL MEMBERS

UPCOMING EVENTS

Mayor Wacker said there are many upcoming events in Sherman and one initiative the Chamber of Commerce has underway is a community calendar. The calendar will be online soon.

UPCOMING EVENTS

ARTS FEST

Mayor Wacker said Arts Fest is coming up soon.

ARTS FEST

EXECUTIVE SESSION – IN ACCORDANCE WITH CHAPTER 551, GOVT. CODE, V.T.C.S., (OPEN MEETINGS LAW)

THE CITY COUNCIL WILL NOW HOLD AN EXECUTIVE SESSION PURSUANT TO THE PROVISIONS OF THE OPEN MEETINGS LAW, CHAPTER 551, GOVERNMENT CODE, VERNONS TEXAS CODES ANNOTATED, IN ACCORDANCE WITH THE AUTHORITY CONTAINED IN THE FOLLOWING SECTIONS.

EXECUTIVE SESSION

SECTION 551.074

**PERSONNEL MATTERS
DELIBERATE THE EVALUATION
OF A PUBLIC OFFICER OR
EMPLOYEE:
ANNUAL PERFORMANCE
EVALUATION OF THE CITY
MANAGER**

**ANNUAL PERFORMANCE
EVALUATION OF THE CITY
ATTORNEY**

On Motion duly made and carried, the Open Meeting recessed and reconvened in Executive Session at 5:25 p.m.

COUNCIL MINUTES – SEPTEMBER 2, 2014

On Motion duly made and carried, the Executive Session recessed at 6:20 p.m. and reconvened in Open Meeting.

OPEN MEETING

Reconvene into Open Meeting and take action, if any, on items discussed in Executive Session.

MAYOR'S COMMENTS

Mayor Wacker stated for the record, that both the City Manager and City Attorney had excellent reviews and the Council appreciates tremendously the work they do on behalf of the City to make Sherman a great place to live and work. She thanked Mr. Olson and Brandon Shelby, City Attorney, for the great work they do.

ADJOURNMENT

On Motion duly made and carried, the meeting adjourned at 6:23 p.m.

OPEN MEETING

MAYOR'S COMMENTS

ADJOURNMENT

MAYOR

CITY CLERK



SHERMAN CITY COUNCIL

Agenda Communication Form

City Council Regular Meeting

Agenda Item No. B. 1.

Meeting Date: 09/15/2014

Prepared By: Scott Shadden, Director of Developmental Services

Approved By: George Olson, City Manager

Caption:

INTRODUCTION AND PUBLIC HEARING OF ORDINANCE NO. 5828

Amending Section 12, Ordinance No. 2280, so as to Include Certain Properties within the C-1 (Retail Business) District in the 3600 Block of Loy Lake Road and the 900 Block of East Pecan Grove Road; Ibrahim Abu Sarris Family, LP, Owners; Brad Andrus, Prospective Buyer; Homeyer Engineering, Inc. (Engineer); and Underwood Drafting & Surveying (Surveyors)

Issue:

To consider the request from Ibrahim Abu Sarris Family, LP (Owners), Brad Andrus (Prospective Buyer), Homeyer Engineering, Inc. (Engineer) and Underwood Drafting & Surveying (Surveyors) for a zone change and conceptual site plan approval from an R-1 (One Family Residential) District to a C-1 (Retail Business) District concerning the property in the 3600 block of Loy Lake Road and the 900 block of East Pecan Grove Road

Background:

The property is located in the 3600 block of Loy Lake Road and the 900 block of East Pecan Grove Road, south of the Renaissance of Sherman Retirement Center. The prospective buyer would like to change the zoning on the property to a C-1 Retail Business District and construct an express car wash on one of the lots; the site plan is conceptual and will require final site plan approval before development.

Origination:

Ibrahim Abu Sarris Family, LP (Owners)
Brad Andrus (Prospective Buyer)
Homeyer Engineering, Inc. (Engineer)
Underwood Drafting & Surveying (Surveyors)

Financial Consideration:

None

Staff Recommendation:

At the August 19, 2014 regular meeting, the Planning and Zoning Commission voted 7/0 to approve the zone change.

Alternatives:

The City Council could deny the request.

Attachments

Ordinance No. 5828

Location Map

Zoning Map

Zoning Photo

Plat

Conceptual Site Plan

P&Z Communication

Staff Review Letter

ORDINANCE NO. 5828

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS, AMENDING SECTION 12, ORDINANCE NO. 2280, SO AS TO INCLUDE CERTAIN PROPERTIES WITHIN THE C-1 (RETAIL BUSINESS) DISTRICT IN THE 3600 BLOCK OF LOY LAKE ROAD AND THE 900 BLOCK OF EAST PECAN GROVE ROAD; IBRAHIM ABU SARRIS FAMILY, LP, OWNERS; BRAD ANDRUS, PROSPECTIVE BUYER; HOMEYER ENGINEERING, INC. (ENGINEER); AND UNDERWOOD DRAFTING AND SURVEYING (SURVEYORS); PROVIDING FOR A REPEALER; FINDING AND DETERMINING THAT THE MEETING AT WHICH THIS ORDINANCE IS PASSED WAS NOTICED AND IS OPEN TO THE PUBLIC AS REQUIRED BY LAW.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS:

SECTION 1. That, from and after the passage of this ordinance, the following described property shall be in the C-1 (Retail Business) District in the 3600 Block of Loy Lake Road and the 900 Block of East Pecan Grove Road, and that Section 12, Ordinance No. 2280 is hereby amended so as to hereafter include the following described property:

SITUATED in the County of Grayson, State of Texas, being a part of the Hillard Jennings Survey, Abstract No. 639 and being a part of the 3.88 acre Tract 1 of lands conveyed to Ibrahim Abu Sarris Family Limited Partnership, by deed of record in Volume 4922, Page 307, Official Public Records, Grayson County, Texas, and being more particularly described by metes and bounds as follows:

BEGINNING at a 1/2" steel rod found in the east line of Loy Lake Road (a public road) maintaining the southwest corner of Chasewood Addition, an addition to the City of Sherman as recorded by deed of record in Volume 8, Page 86, Plat Records, Grayson County, Texas, said rod being in the north line of said 3.88 acre tract;

THENCE North 77°29'55" East along the south line of said Chasewood Addition, a distance of 809.63 Feet to a 1/2" steel rod found in the west line of Heritage Park Addition, Phase One, an addition to the City of Sherman as recorded by deed of record in Volume 16, Page 37, of said Plat Records, said rod also maintaining the southeast corner of said Chasewood Addition and the northeast corner of said 3.88 acre tract;

THENCE South 06°58'20" East, along the west line of said Heritage Park Addition, a distance of 263.95 feet to a 1/2" steel rod set in the north line of

Pecan Grove Road for the southerly most southwest corner of said Heritage Park Addition;

THENCE along the north line of said Pecan Grove Road the following calls and distances: South 74°35'31" West, a distance of 91.75 feet to a 1/2" steel rod set with a tangent curve to the left having a radius of 532.98 feet (chord bears South 65°36'16" West a distance of 166.53 feet) an arc length of 167.21 feet to a 1/2" steel rod set with a tangent curve to the right having a radius of 270.00 feet (chord bears South 63°50'36" West a distance of 67.93 feet) an arc length of 68.11 feet to a 1/2" steel rod found maintaining the southeast corner of a 2.195 acre tract of land conveyed to Texoma Dermatology Clinic by deed of record in Volume 1353, Page 157, Deed Records, Grayson County, Texas;

THENCE North 13°47'08" West along the east line of said 2.195 acre tract a distance of 172.98 feet to a 1/2" steel rod found maintaining the northeast corner of said 2.195 acre tract;

THENCE South 76°58'46" West along the north line of said 2.195 acre tract of land, a distance of 166.13 feet to a 1/2" steel rod found;

THENCE North 13°04'38" West a distance of 88.91 feet to a 1/2" steel rod found;

THENCE South 77°06'12" West, a distance of 297.51 feet to a 1/2" steel rod found in the east line of said Loy Lake Road;

THENCE North 07°53'41" West, a distance of 59.64 feet to the **POINT-OF-BEGINNING** and containing **3.127 acres** of land.....

SECTION 2. That this ordinance shall not become effective until entered upon the official zoning map as provided in Section 12, Ordinance No. 2280.

SECTION 3. That all ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 4. That it is hereby officially found and determined that the meetings at which this ordinance was introduced and passed were open to the public and that public notice of the time, place and purpose of said meetings were given all as required by law.

INTRODUCED on this the _____ day of _____, 2014.

ADOPTED on this the _____ day of _____, 2014.

EFFECTIVE DATE on this the _____ day of _____, 2014.

CITY OF SHERMAN, TEXAS

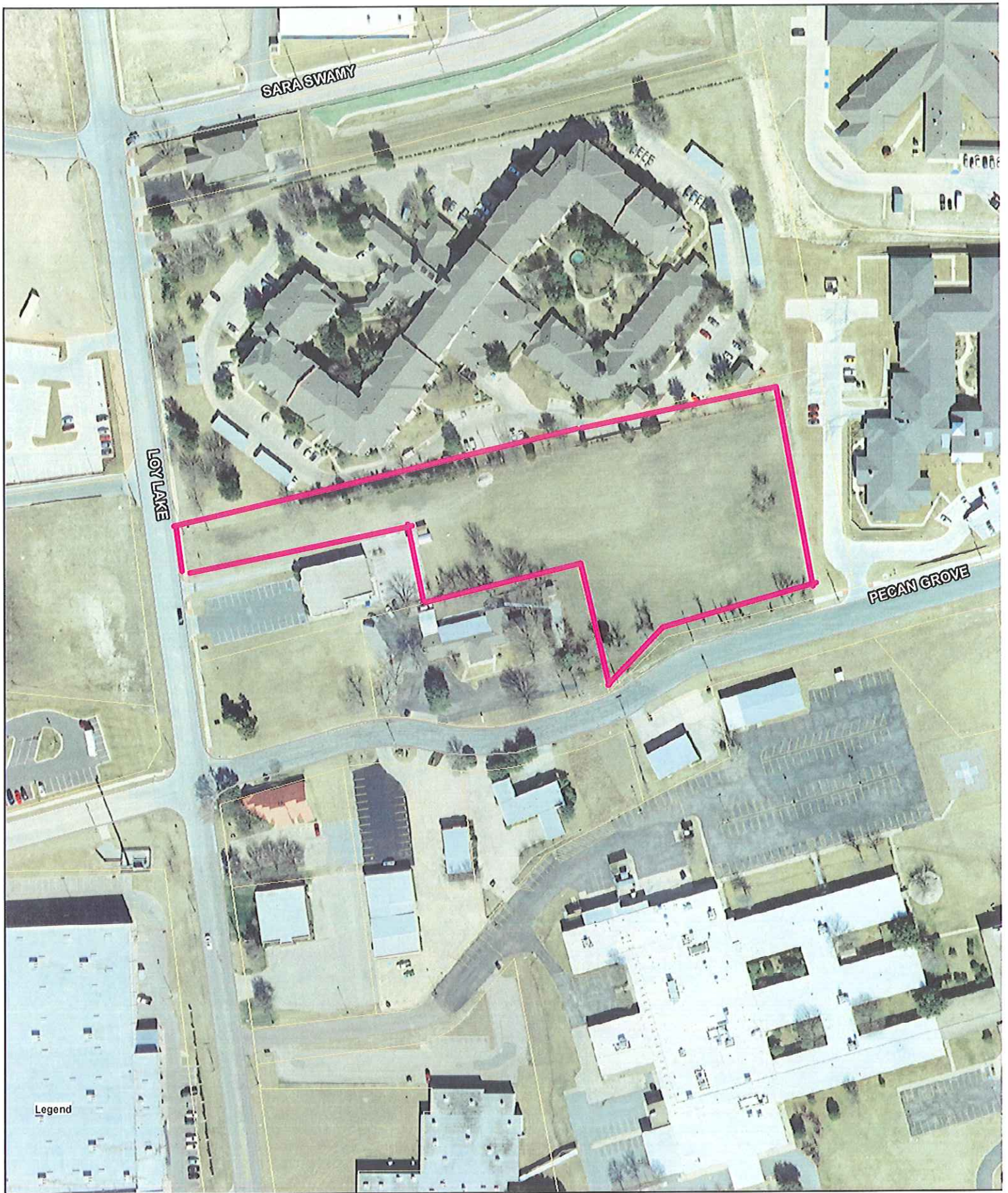
BY: _____
CAROLYN S. WACKER, MAYOR

ATTEST:

BY: _____
LINDA ASHBY, CITY CLERK

**APPROVED AS TO FORM
AND CONTENT:**

BY: _____
**BRANDON S. SHELBY,
CITY ATTORNEY**



Sherman
CLASSIC TOWN. BROAD HORIZON.

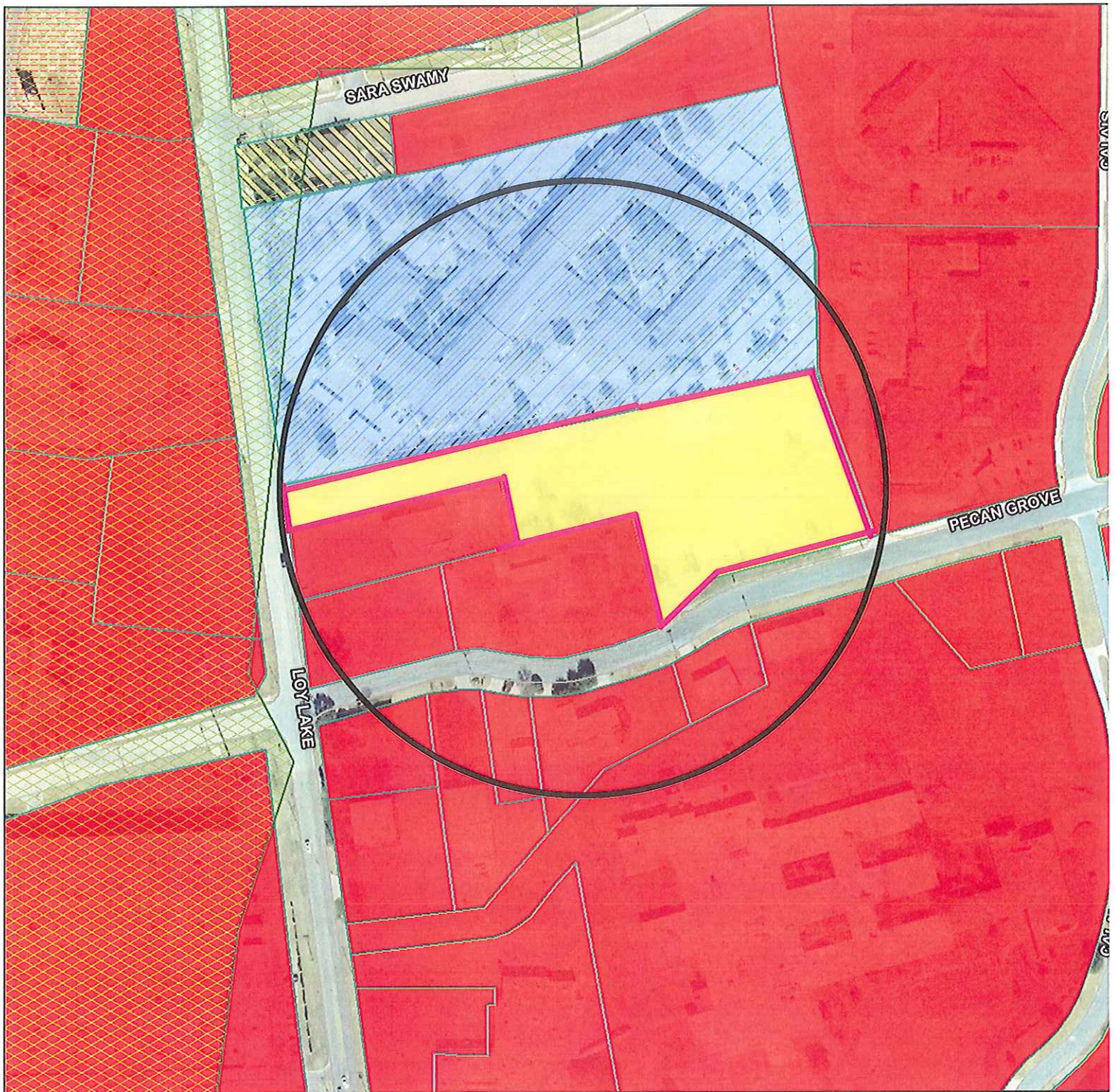
City of Sherman, Texas
Developmental Services Department

**3600 Blk Loy Lake Road &
900 Blk E. Pecan Grove Road**



NOT TO SCALE

1 inch = 165 feet



Zoning - 3600 Blk. Loy Lake Road & 900 Blk. E. Pecan Grove Road

Legend

Transportation Corridors Overlay DISTRICT_NAME

HWY_NAME

- FM 1417
- Sam Rayburn Freeway
- US Hwy 82 and 75

Special Districts Overlay

- Arts and Cultural District
- Blalock Commercial Overlay District
- Central Business District
- College Park District
- Downtown Overlay District
- Historic Preservation District

ZONING PARCELS

Zoning Classification

- BIP Blalock Industrial Park
- C-1 Retail Business District

- C-2 General Commercial District
- CO Office District
- Lakes
- M-1 Light Manufacturing District
- M-1.5 Medium Manufacturing District
- M-2 Heavy Manufacturing District
- MH Manufacturing Housing District
- R-1 One Family Residential District
- R-2 Multi-Family Residential District
- R-A Single Family Agricultural District
- SF-1 Single Family Residential District

Sherman
CLASSIC TOWN. BROAD HORIZON.

City of Sherman, Texas
Developmental Services Department



NOT TO SCALE

1 inch = 208 feet

3600 Block Loy Lake & 900 Block E. Pecan Grove Rd.



KNOWN ALL MEN BY THESE PRESENTS:

That I, Douglas W. Underwood, do hereby certify that I prepared this plat from an actual and accurate survey of the land and that the corner monuments thereon were properly placed under my personal supervision, in accordance with the subdivision regulations of the City of Sherman, Texas.

Douglas W. Underwood
Registered Professional
Land Surveyor, No. 4709

STATE OF TEXAS COUNTY OF GRAYSON BEFORE ME, the undersigned authority, a Notary Public in and for said County and State, on this day personally appeared Douglas W. Underwood known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purpose and consideration therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE this ____ day of ____, 2014.

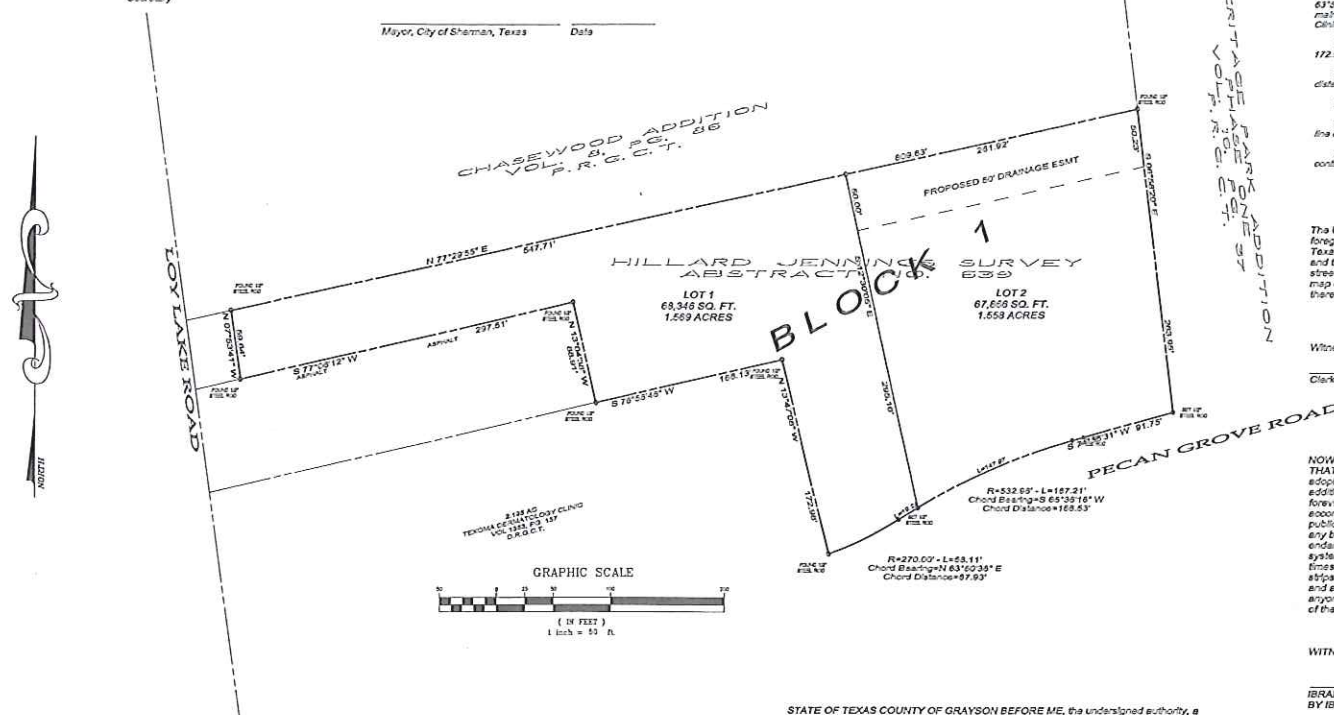
Notary Public in and for
the State of Texas
Commission Expires: ____

Approved this ____ day of ____, 2014, by the City Planning and Zoning
Commission of the City of Sherman, Texas.

Chairman _____ Secretary _____

Accepted by the City Council of the City Sherman

Mayor, City of Sherman, Texas _____ Date _____



STATE OF TEXAS COUNTY OF GRAYSON BEFORE ME, the undersigned authority, a Notary Public in and for said County and State, on this day personally appeared IBRAHIM ABU SARRIS known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purpose and consideration therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE this ____ day of ____, 2014.

Notary Public in and for
the State of Texas
Commission Expires: ____

OWNER
IBRAHIM ABU SARRIS FAMILY LIMITED PARTNERSHIP
PO BOX 157
SHERMAN, TEXAS

SURVEYOR
UNDERWOOD DRAFTING & SURVEYING
3404 INTERURBAN ROAD
DENSON, TEXAS
903-465-2151

UNDERWOOD
DRAFTING & SURVEYING, P.C.

3404 INTERURBAN ROAD DENSON, TEXAS 75021 (903)465-2151

Legal Description

Situated in the County of Grayson, State of Texas, being a part of the Hillard Jennings Survey, Abstract No. 639 and being a part of the 3.63 acre Tract 1 of lands conveyed to Ibrahim Abu Sarris Family Limited Partnership, by deed of record in Volume 639, Page 307, Official Public Records, Grayson County, Texas, and being more particularly described by metes and bounds as follows:

Beginning at a 1/2" steel rod found in the east line of Loylake Road (a public road) maintaining the southeast corner of Chasewood Addition, an addition to the City of Sherman as recorded by deed of record in Volume 6, Page 68, Plat Records, Grayson County, Texas, said rod being in the north line of said 3.63 acre tract;

Thence North 77°22'55" East, along the south line of said Chasewood Addition, a distance of 517.71 feet to a 1/2" steel rod found in the west line of Heritage Park Addition, an addition to the City of Sherman as recorded by deed of record in Volume 15, Page 37, of said Plat Records, said rod also maintaining the southeast corner of said Chasewood Addition, and the northeast corner of said 3.63 acre tract;

Thence South 69°45'20" East, along the west line of said Heritage Park Addition, a distance of 553.95 feet to a 1/2" steel rod set in the north line of Pecan Grove Road for the southerly most southeast corner of said Heritage Park Addition;

Thence along the north line of said Pecan Grove Road the following calls and distances:
South 74°33'31" West, a distance of 91.75 feet to a 1/2" steel rod set;
With a tangent curve to the left having a radius of 632.98 feet (chord bears South 65°35'10" West, a distance of 168.53 feet) an arc length of 157.41 feet to a 1/2" steel rod set;
With a tangent curve to the right having a radius of 270.00 feet (chord bears South 63°00'31" West, a distance of 47.93 feet) an arc length of 61.11 feet to a 1/2" steel rod found maintaining the southeast corner of a 2.155 acre tract of land conveyed to Texoma Demography, Inc. by deed of record in Volume 135, Page 157, Deed Records, Grayson County, Texas;

Thence North 13°47'03" West, along the east line of said 2.155 acre tract, a distance of 172.93 feet to a 1/2" steel rod found maintaining the northeast corner of said 2.155 acre tract;
Thence South 76°58'49" West, along the north line of said 2.155 acre tract of land, a distance of 168.12 feet to a 1/2" steel rod found;

Thence North 13°43'31" West, a distance of 63.91 feet to a 1/2" steel rod found;

Thence South 77°06'12" West, a distance of 237.51 feet to a 1/2" steel rod found in the east line of said Loylake Road;

Thence North 07°53'41" West, a distance of 59.64 feet to the Pointed Beginning and containing 3.127 acres of land.

The Undersigned, the City Clerk of the City of Sherman, hereby certifies that the foregoing, final plat of Sherman Carwash Addition, an addition to the City of Sherman, Texas, was submitted to the City Council on the ____ day of ____, 2014, and the City Council by formal action then and there accepted the dedication of streets, alleys, easements and public places, as shown and set forth in and upon said map or plat, and said City Council further authorized the Mayor to note the acceptance thereof by signing his name as herein above subscribed.

Witness my hand this ____ day of ____, 2014.

Clerk, City of Sherman, Texas

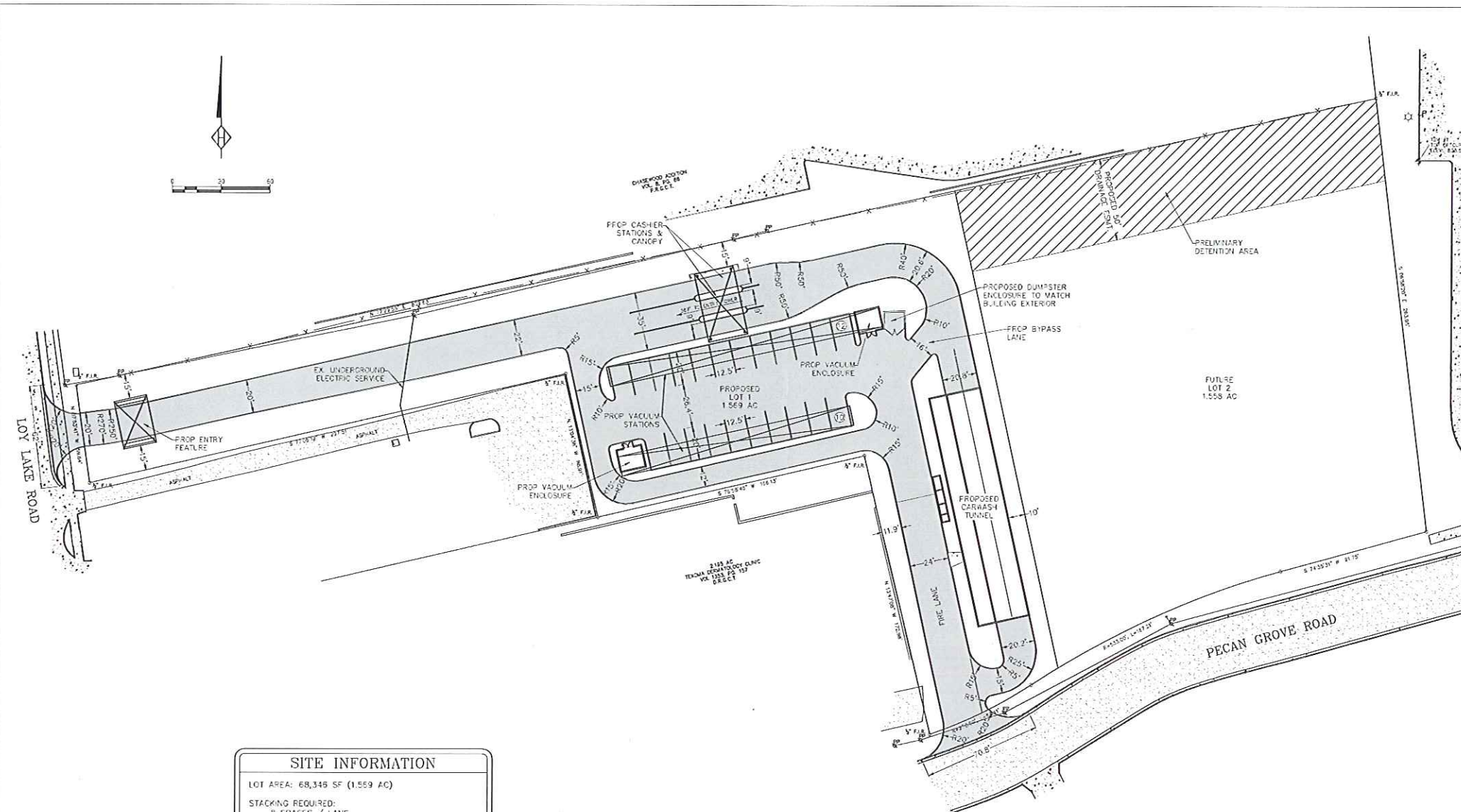
NOW THEREFORE KNOWN ALL MEN BY THESE PRESENTS:

THAT, We, the IBRAHIM ABU SARRIS FAMILY LIMITED PARTNERSHIP, do hereby adopt this plat designating the hereinabove property as Sherman Carwash Addition, an addition to the City of Sherman, Texas, and do hereby dedicate to the public use forever the streets and easements shown on this plat for the mutual use and accommodation of all public and private utilities desiring to use or using same. Any public or private utility shall have the right to remove and keep removed all or part of any buildings, fences, trees, shrubs or other improvements or growths which in any way endanger or interfere with the construction, maintenance, or efficiency of its respective systems on any of these easements and any public or private utility shall, at all times, have a right of ingress and egress to and from upon the said easement strips for the purpose of constructing, reconstructing, inspecting, patrolling, maintaining and adding to or removing all or part of its respective system without the permission of anyone. This plat is approved subject to all ordinances, rules regulations and resolutions of the City of Sherman, Texas.

WITNESS MY HAND this ____ day of ____, 2014.

IBRAHIM ABU SARRIS FAMILY LIMITED PARTNERSHIP
BY IBRAHIM ABU SARRIS

FINAL PLAT OF
SHERMAN CARWASH ADDITION
AN ADDITION TO
THE CITY OF SHERMAN, TEXAS
HILLARD JENNINGS SURVEY,
ABSTRACT NO. 639
GRAYSON COUNTY, TEXAS



SITE INFORMATION	
LOT AREA:	68,348 SF (1.559 AC)
STACKING REQUIRED:	8 SPACES / LANE
STACKING REQUIRED =	24 SPACES
STACKING PROVIDED =	40 SPACES
VACUUM SPACES PROVIDED =	22 SPACES
HANDICAP PARKING REQUIRED =	1 SPACES
HANDICAP PARKING PROVIDED =	1 SPACES

PRELIMINARY PLANS
 THIS DOCUMENT IS FOR INTERIM REVIEW AND IS NOT INTENDED FOR CONSTRUCTION, BIDDING OR PERMIT PURPOSES.
 STEVEN R. HONEYER, PE # 86942
 DATE: 07/25/2014



HONEYER ENGINEERING, INC.
 TYPE FIRM REGISTRATION NO. F-9448
 EXPIRATION DATE 06/30/2019
 P. 972-966-9955 PHONE X 972-966-9987 FAX
 WWW.HEI.US.COM

SHERMAN CARWASH
 1.603 ACRES
 CITY OF SHERMAN
 GRAYSON COUNTY, TEXAS

SITE PLAN

DRAWN: SRH
 DATE: 06/18/2014
 HEI #: 14-107

SHEET NO:
 C1



**Planning & Zoning Commission and Board of
Adjustments**

Agenda Item No. 7.

Meeting Date: 08/19/2014

Prepared by: Patsy Reeves, Developmental Services Admin Secretary

Approved by: Scott Shadden, Director of Development Services

Commissioners: Joe Gilbert, Chairman

Ron Barton, Commissioner

Sam Thorpe, Commissioner

Ronnie Dutton, Commissioner

Dr. Alan Scheibmeir, Commissioner

Kyle Patterson, Commissioner

Eric Elliott, Commissioner

Chris Vellotti, Commissioner

Sean Vanderveer, Commissioner

Requested Action/Proposed Use:

3600 BLOCK LOY LAKE ROAD & 900 BLOCK E. PECAN GROVE ROAD

The request of Ibrahim Abu Sarris Family, LP (Owners), Brad Andrus (Prospective Buyer), Homeyer Engineering, Inc. (Engineers) and Underwood Drafting & Surveying (Surveyor) concerning the property located in the 3600 Block Loy Lake Road and the 900 Block E. Pecan Grove Road, being 3.127 acres in the Hillard Jennings Survey, Abstract No. 639, as follows:

Planning and Zoning Commission

Zone change and conceptual site plan approval under Ordinance No. 2280, Section 12, from an R-1 (One Family Residential) District to a C-1 (Retail Business) District.

Background:

The property is located in the 3600 block Loy Lake Road and the 900 block E. Pecan Grove Road; south of the Renaissance of Sherman Retirement Center. The prospective buyer would like to change the zoning on the property to a C-1 Retail Business District and construct an express car wash on one of the lots; the site plan is conceptual and will require final site plan approval before development.

Adjacent Zoning:

C-1 (Retail Business) District and R-2 (Multi-Family Residential) District

Origination:

Ibrahim Abu Sarris Family, LP (Owners),

Brad Andrus (Prospective Buyer)

Homeyer Engineering, Inc. (Engineers)

Underwood Drafting & Surveying (Surveyor)

Master Plan Designation:

Auto Urban Commercial – Require more land for parking than building floor area. Automobiles and parking are the most prominent features. Parking lots reduce building density and prevent any possibility of creating an enclosed space.

Number of notices mailed:

14

Objections Received:

0

Attachments

Location Map

Zoning Map

Zoning Photo

Plat

Conceptual Site Plan

Staff Review Letter

STAFF REVIEW LETTER

August 13, 2014

Ibrahim Abu Sarris Family LP
PO Box 157
Sherman, TX 75091

Underwood Drafting & Surveying
3404 Interurban Rd.
Denison, Texas 75020

Brad Andrus
PO Box 2531
Denton, TX 76202

Homeyer Engineering Inc.
PO Box 294527
Lewisville, TX 75029

Dear Applicants,

The request for approval of a zone change and conceptual site plan approval for an express car wash from an R-1 (One Family Residential) District to a C-1 (Retail Business) District for the property located in the 3600 Block Loy Lake Road and the 900 Block E. Pecan Grove Road, has been scheduled to be heard by the Planning and Zoning Board on the day of Tuesday, August 19, 2014 at 5:00 P.M., in the City Council Chambers, City Hall at 220 W. Mulberry.

City staff has reviewed your request with regards to engineering and development guidelines and finds the following items need to be addressed:

Zoning:

1. All aspects of the C-1 (Retail Business) District, the sign ordinance and the Commercial Tree and Landscaping Ordinance must be followed.
2. Masonry or equivalent shall be required on the sides of all commercial buildings visible from the front street right-of-way unless an exception is granted.
3. Fire lanes and codes shall be coordinated with the Fire Marshal, (903.892.7267).
4. Parking is permitted on paved surfaces only; concrete or asphalt.
5. Review the zoning and development ordinance for additional requirements.
6. This site plan is conceptual in nature; a more detailed site plan will require approval from the Planning and Zoning Commission.

Engineering:

7. As Loy Lake Road expands in the future, the driveway may be limited to right-in and right-out.
8. Drive approaches shall conform to City of Sherman standards and a permit is required from City of Sherman Engineering Department.
9. The location of trash receptors shall be coordinated with the Solid Waste Department (903-892-7288).
10. A sewer extension may be required to serve the site.

Any other changes made to the site plan prior to the final fulfillment of the conditions of the staff review, must be considered minor by the staff, as to not require resubmission to the Planning & Zoning Commission.

You are hereby notified to be present, either in person or by your authorized representative to present your request on the date and time stated above.

If additional information or clarification is needed, do not hesitate to contact Scott Shadden at 903-892-7229 prior to the meeting.

Respectfully,



Scott Shadden
Secretary, Planning and Zoning Board and Board of Adjustment

CC: George Olson, City Manager
Mark Gibson, Director of Utilities
Clay Barnett, Dir. of Public Works and Engineering

Jamie Baggs, Fire Marshal
Brandon Shelby, City Attorney
Lisa Whitfield, Engineering & Development Coordinator



SHERMAN CITY COUNCIL

Agenda Communication Form

City Council Regular Meeting

Agenda Item No. B. 2.

Meeting Date: 09/15/2014

Prepared By: Pamela Cloer, Assistant to the City Manager

Approved by: George Olson, City Manager

Caption:

ADOPTION OF ORDINANCES

Consider Adoption of Ordinance Number: 5828

List of Agenda Items:

B.1. INTRODUCTION AND PUBLIC HEARING OF ORDINANCE NO. 5828

Amending Section 12, Ordinance No. 2280, so as to Include Certain Properties within the C-1 (Retail Business) District in the 3600 Block of Loy Lake Road and the 900 Block of East Pecan Grove Road; Ibrahim Abu Sarris Family, LP, Owners; Brad Andrus, Prospective Buyer; Homeyer Engineering, Inc. (Engineer); and Underwood Drafting & Surveying (Surveyors)



SHERMAN CITY COUNCIL

Agenda Communication Form

City Council Regular Meeting

Agenda Item No. B. 3.

Meeting Date: 09/15/2014

Prepared By: Robby Hefton, Assistant City Manager/CFO

Approved By: George Olson, City Manager

Caption:

ADOPTION OF ORDINANCE NO. 5823

Providing for the Levy of Ad Valorem Taxes for the City of Sherman, Texas, for the Tax Year 2014; Distributing the Same Among the Various Funds; Providing for a Penalty and Interest for Failure to Pay the Taxes Levied within the Time Provided by Law

Issue:

To consider adoption of the Ad Valorem Tax Rate proposed for the upcoming fiscal year, as mandated by the State of Texas Truth-In-Taxation Laws

Background:

The effective tax rate is the rate that yields the same amount of revenue as the prior year on property that is taxed in both years. This year's effective tax rate is \$0.352351/\$100, with a rollback rate of \$0.380201/\$100 (adjusted for sales tax adjustment). At the Budget Workshop in June, the City Council directed that the actual total tax rate be set to generate an additional \$992,000 annually, which requires a total rate of \$0.372000 per \$100 valuation. The City will be using ad valorem taxes to pay debt service on Certificates of Obligation, so the tax rate is split between debt service, called Interest and Sinking (I&S), and a Maintenance & Operations (M&O) component. The I&S rate is \$0.042253/\$100 and the M&O rate will be \$0.329747/\$100.

Origination:

Assistant City Manager/Chief Financial Officer

Financial Consideration:

The proposed tax rate will generate approximately \$8.9 million in property tax revenues.

Staff Recommendation:

Based on the Budget Workshop and discussion of the draft budget, the staff recommends adoption, **by motion and order**, of the tax rates as indicated above.

Alternatives:

No other alternatives are offered at this time since publication of rates and notices have already been made to the public; and changing the proposed rates would require re-publication of notices and setting additional public hearings.

Attachments

Ordinance No. 5823

2014 Property Tax Rates in CITY OF SHERMAN

ORDINANCE NO. 5823

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS, PROVIDING FOR THE LEVY OF AD VALOREM TAXES FOR THE CITY OF SHERMAN, TEXAS, FOR THE TAX YEAR 2014; DISTRIBUTING THE SAME AMONG THE VARIOUS FUNDS; PROVIDING FOR A PENALTY AND INTEREST FOR FAILURE TO PAY THE TAXES LEVIED WITHIN THE TIME PROVIDED BY LAW; PROVIDING FOR A REPEALER; FINDING AND DETERMINING THAT THE MEETING AT WHICH THIS ORDINANCE IS PASSED WAS NOTICED AND IS OPEN TO THE PUBLIC AS REQUIRED BY LAW.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS:

SECTION 1. That there be, and there is hereby, levied and shall be collected a Maintenance and Operations (M&O) ad valorem tax of \$0.329747/\$100 Dollars (\$0.329747) and an Interest and Sinking (I&S) ad valorem tax of \$0.042253/\$100 Dollars (\$0.042253) on all taxable property situated within the corporate limits of the City of Sherman on the first day of January, A.D., 2014, and not exempt from taxation by the constitution and laws of the State of Texas, apportioned as follows, to-wit:

FOR GENERAL FUND EXPENDITURES, \$0.329747 on each One Hundred Dollars (\$100.00) assessed valuation of such property.

FOR DEBT SERVICE EXPENDITURES, \$0.042253 on each One Hundred Dollars (\$100.00) assessed valuation of such property.

THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE. THE TAX RATE WILL EFFECTIVELY BE RAISED BY 6.3 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$19.65.

SECTION 2. That a penalty shall be charged and collected from all persons who do not pay their taxes prior to the first day of February, 2015. Penalty charges shall be in accordance with the following schedule:

If paid in February, 2014	6%
If paid in March, 2014	7%
If paid in April, 2014	8%
If paid in May, 2014	9%
If paid in June, 2014	10%
If paid on or after July 1, 2014	12%

All delinquent taxes shall accrue interest from the date of delinquency at the rate of one percent (1%) for each month or portion of a month the tax remains unpaid. Pursuant to Section 33.07 of the Texas Property Tax Code, an additional penalty of 15% of the amount of taxes, penalty and interest that remain due after July 1, 2015, shall be assessed to defray the cost of collection.

SECTION 3. That all ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 4. That it is hereby officially found and determined that the meetings at which this ordinance was introduced and passed were open to the public and that public notice of the time, place and purpose of said meetings were given all as required by law.

INTRODUCED on this the _____ day of _____, 2014.

ADOPTED on this the _____ day of _____, 2014.

EFFECTIVE DATE on this the _____ day of _____, 2014.

CITY OF SHERMAN, TEXAS

BY: _____
CAROLYN S. WACKER, MAYOR

ATTEST:

BY: _____
LINDA ASHBY, CITY CLERK

**APPROVED AS TO FORM
AND CONTENT:**

BY: _____
**BRANDON S. SHELBY,
CITY ATTORNEY**

NOTICE OF 2014 TAX YEAR PROPOSED PROPERTY TAX RATE FOR THE CITY OF SHERMAN

A tax rate of \$.372 per \$100 valuation has been proposed for adoption by the City Council of the City of Sherman. This rate exceeds the lower of the effective or rollback tax rate, and state law requires that two public hearings be held by the governing body before adopting the proposed tax rate.

PROPOSED TAX RATE	\$0.372000
PRECEDING YEAR'S TAX RATE	\$0.348000
EFFECTIVE TAX RATE	\$0.352351
ROLLBACK TAX RATE	\$0.380201

The effective tax rate is the total tax rate needed to raise the same amount of property tax revenue for the City of Sherman from the same properties in both the 2013 tax year and the 2014 tax year.

The rollback tax rate is the highest tax rate that the City of Sherman may adopt before voters are entitled to petition for an election to limit the rate that may be approved to the rollback rate.

YOUR TAXES OWED UNDER ANY OF THE ABOVE RATES CAN BE CALCULATED AS
FOLLOWS:

property tax amount = (rate) x (taxable value of your property) / 100

For assistance or detailed information about tax calculations, please contact:

Robby Hefton
CFO, City of Sherman
220 W. Mulberry
Sherman, TX 75090
903-892-7203
robbyh@ci.sherman.tx.us
www.ci.sherman.tx.us

You are urged to attend and express your views at the following public hearings on the proposed tax rate:

First Hearing: August 18, 2014, 5:00 pm at City Council Chambers, 220 W. Mulberry, Sherman, Texas

Second Hearing: September 2, 2014, 5:00 pm at City Council Chambers, 220 W. Mulberry, Sherman, Texas



SHERMAN CITY COUNCIL

Agenda Communication Form

City Council Regular Meeting

Agenda Item No. B. 4.

Meeting Date: 09/15/2014

Prepared By: Pamela Cloer, Assistant to the City Manager

Approved by: George Olson, City Manager

Caption:

CONSENT AGENDA

Asterisked (*) items are considered to be routine and will be enacted in one motion without discussion unless a Council Member or a citizen requests a specific item be discussed and voted on separately

List of Agenda Items:

- C.1. * RESOLUTION NO. 5879**
Authorizing Execution of an Encroachment Easement to Altera Highland, LLC for the Placement of Two Leasing Signs in the Street Right-of-Way at 300 North Highland Avenue
 - C.2. * RESOLUTION NO. 5880**
Authorizing Execution of an Encroachment Easement with National Auto Collision Repair to Construct a Sewer Service Line within the Street Right-of-Way of Sycamore Street
 - C.3. * RESOLUTION NO. 5881**
Authorizing the Execution of Deeds for the Resale of Properties within the Sherman City Limits Seized for Delinquent Taxes
 - C.4. * RESOLUTION NO. 5882**
Awarding a Bid to and Authorizing Execution of a Contract with Weisinger Incorporated for the Cherry Park Pump Station Well Repairs
 - C.6. * RESOLUTION NO. 5884**
Adopting an Investment Policy for the City of Sherman
 - D.1. * REQUEST TO ADVERTISE**
Gallagher Water Tower Painting and Repair
 - E.2. * OTHER BUSINESS**
Final Plat Approval of Sherman Carwash Addition, being 3.127 acres in the Hillard Jennings Survey, Abstract No. 639; Ibrahim Abu Sarris Family, LP, Owner; Brad Andrus, Prospective Buyer; Homeyer Engineering, Inc., Engineers; and Underwood Drafting & Surveying, Surveyors (3600 Block of Loy Lake Road and the 900 Block of East Pecan Grove Road)
-



SHERMAN CITY COUNCIL

Agenda Communication Form

City Council Regular Meeting

Agenda Item No. C. 1.

Meeting Date: 09/15/2014

Prepared By: Clay Barnett, Director of Public Works and Engineering

Approved By: George Olson, City Manager

Caption:

*** RESOLUTION NO. 5879**

Authorizing Execution of an Encroachment Easement to Altera Highland, LLC for the Placement of Two Leasing Signs in the Street Right-of-Way at 300 North Highland Avenue

Issue:

To consider granting an encroachment to Altera Highland, LLC for the placement of two leasing signs constructed in the City right-of-way in Sherman, Texas

Background:

Altera Highland, LLC is required to acquire an encroachment easement to place two leasing signs within the street right-of-way.

Origination:

The Street Department

Financial Consideration:

None

Staff Recommendation:

City staff has no objections to the proposed encroachment and recommends approval.

Alternatives:

None recommended

Attachments

Resolution No. 5879

Encroachment Agreement

Location Map

RESOLUTION NO. 5879

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS, AUTHORIZING EXECUTION OF AN ENCROACHMENT EASEMENT TO ALTERA HIGHLAND, LLC FOR THE PLACEMENT OF TWO LEASING SIGNS IN THE STREET RIGHT-OF-WAY AT 300 NORTH HIGHLAND AVENUE; FINDING AND DETERMINING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED WAS NOTICED AND IS OPEN TO THE PUBLIC AS REQUIRED BY LAW.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS:

SECTION 1. That the City Manager be and is hereby authorized and directed, subject to all documents being properly completed and approved as to form and content by the City Attorney, to execute an encroachment easement to Altera Highland, LLC in substantially the same form as presented at this meeting, for the placement of two leasing signs in the street right-of-way at 300 North Highland Avenue, in accordance with the encroachment easement document and location map approved by the City Engineer and the City Attorney, attached hereto and incorporated herein for all purposes.

SECTION 2. That it is hereby officially found and determined that the meeting at which this resolution is passed is open to the public and that public notice of the time, place, and purpose of said meeting was given as required by law.

PASSED AND APPROVED on this the ____ day of _____, 2014.

CITY OF SHERMAN, TEXAS

ATTEST:

BY: _____
LINDA ASHBY, CITY CLERK

BY: _____
CAROLYN S. WACKER, MAYOR

**APPROVED AS TO FORM
AND CONTENT:**

BY: _____
**BRANDON S. SHELBY,
CITY ATTORNEY**

ENCROACHMENT EASEMENT

THE STATE OF TEXAS

§

KNOW ALL MEN BY THESE PRESENTS:

§

COUNTY OF GRAYSON

§

That the **CITY OF SHERMAN**, a municipal corporation of the State of Texas, hereinafter called "GRANTOR", in consideration of ONE DOLLAR AND NO CENTS (\$1.00) and other good and valuable consideration to it, in hand paid, hereby grants to **Altera Highland, LLC.** of Dallas, Texas, hereinafter called "GRANTEE", a right-of-way encroachment to place 2 leasing signs within the street right-of-way at 300 N. Highland Avenue on 2' off the street pavement, as shown on the sketch marked Exhibit "A", attached hereto and incorporated herein for all purposes. Said encroachment easement shall be inferior, subordinate, and subject to the GRANTOR'S rights herein.

This instrument shall be construed as conveying an encroachment easement to GRANTEE, its heirs, successors and assigns, for the limited purpose of placing 2 leasing signs within the street right-of-way, being 2' off the street pavement and maintaining visibility at the intersection. GRANTEE agrees that all maintenance of the leasing signs shall be the responsibility of GRANTEE without cost, fees or expense to GRANTOR.

That GRANTEE shall fully and completely indemnify and hold harmless the GRANTOR from any and all damages, actions, suits, claims, demands, liabilities, executions and judgments, whether liquidated or unliquidated, absolute or contingent, direct or indirect, at law or in equity, together with attorneys fees which may occur in any manner by reason of any matter, fact, or thing arising from this conveyance and use of the area.

In the event it becomes necessary for the GRANTOR or any public utility to utilize the encroachment area for the purpose of installing new utilities, removing or repairing any public utilities located therein, GRANTEE hereby releases GRANTOR and any public utility from any and all claims for damages, costs or expenses, and shall include, but specifically not be limited to, the cost of repair, relocation, or removal of the 2 leasing signs and loss of use of such area.

TO HAVE AND TO HOLD the above described encroachment easement unto the said GRANTEE, its heirs, successors and assigns, until the use of such encroachment is no longer necessary.

EXECUTED this the _____ day of _____, A.D., 2014.

CITY OF SHERMAN, TEXAS

BY: _____
GEORGE OLSON,
CITY MANAGER

THE STATE OF TEXAS
COUNTY OF GRAYSON

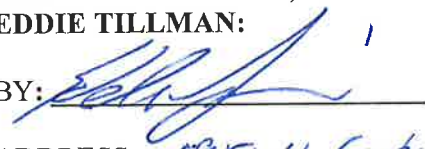
§
§

BEFORE ME, the undersigned authority, in and for said county and state, on this day personally appeared **GEORGE OLSON**, City Manager, known to me to be the person and officer whose name is subscribed to the foregoing instrument and acknowledged to me that the same was the act of the said City of Sherman, Texas, and that he executed the same as the act of such corporation for the purposes and consideration therein expressed and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE this the _____ day
of _____, A.D., 2014.

**NOTARY PUBLIC IN AND FOR THE
STATE OF TEXAS**

**ALTERA HIGHLAND, LLC
EDDIE TILLMAN:**

BY: 

ADDRESS: 5910 N. Central Exp.

Suite 650, Dallas TX 75206

PHONE #: 903-892-1720

ACKNOWLEDGEMENT

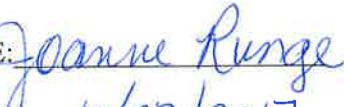
STATE OF TEXAS *

*

COUNTY OF Dallas *

BEFORE ME, the undersigned authority, on this day personally appeared **Eddie Tillman**, **Treasurer Altera Highland, LLC**, 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 consideration therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, on this the 9th
day of September, A.D., 2014.

NOTARY SIGNATURE: 

COMMISSION EXPIRES: 10/28/2017





Source: Esri, DigitalGlobe, GeoEye, i-cubed, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AEX, Getmapping, Aerogrid, IGN, IGP, swisstopo, and the GIS User Community

Sherman 300 N Highland Ave.
CLASSIC TOWN. BROAD HORIZON.
Engineering Department
1 inch = 75 feet





SHERMAN CITY COUNCIL

Agenda Communication Form

City Council Regular Meeting

Agenda Item No. C. 2.

Meeting Date: 09/15/2014

Prepared By: Clay Barnett, City Engineer

Approved By: George Olson, City Manager

Caption:

*** RESOLUTION NO. 5880**

Authorizing Execution of an Encroachment Easement with National Auto Collision Repair to Construct a Sewer Service Line within the Street Right-of-Way of Sycamore Street

Issue:

Authorizing an encroachment into the street right-of-way of Sycamore Street for a sewer service line

Background:

National Auto Collision Repair has requested permission to place a sewer service line on the south side of 230 East Sycamore Street, being 10' from the existing water main and adjacent to the property line.

Origination:

National Auto Collision Repair

Financial Consideration:

None

Staff Recommendation:

The staff has no objections to the proposed encroachment and recommends approval.

Alternatives:

As may be directed by the City Council

Attachments

Resolution No. 5880

Encroachment Agreement

Location Map

RESOLUTION NO. 5880

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS, AUTHORIZING EXECUTION OF AN ENCROACHMENT EASEMENT WITH NATIONAL AUTO COLLISION REPAIR TO CONSTRUCT A SEWER SERVICE LINE WITHIN THE STREET RIGHT-OF-WAY OF SYCAMORE STREET; FINDING AND DETERMINING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED WAS NOTICED AND IS OPEN TO THE PUBLIC AS REQUIRED BY LAW.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS:

SECTION 1. That the City Manager be and is hereby authorized and directed, subject to all documents being properly completed and approved as to form and content by the City Attorney, to execute an encroachment easement with National Auto Collision Repair in substantially the same form as presented at this meeting, to construct a sewer service line within the street right-of-way of Sycamore Street, in accordance with the encroachment easement document and location map approved by the City Engineer and the City Attorney, attached hereto and incorporated herein for all purposes.

SECTION 2. That it is hereby officially found and determined that the meeting at which this resolution is passed is open to the public and that public notice of the time, place, and purpose of said meeting was given as required by law.

PASSED AND APPROVED on this the ____ day of _____, 2014.

CITY OF SHERMAN, TEXAS

ATTEST:

BY: _____
LINDA ASHBY, CITY CLERK

BY: _____
CAROLYN S. WACKER, MAYOR

**APPROVED AS TO FORM
AND CONTENT:**

BY: _____
**BRANDON S. SHELBY,
CITY ATTORNEY**

ENCROACHMENT EASEMENT

THE STATE OF TEXAS

§

KNOW ALL MEN BY THESE PRESENTS:

COUNTY OF GRAYSON

§

§

That the **CITY OF SHERMAN**, a municipal corporation of the State of Texas, hereinafter called "GRANTOR", in consideration of ONE DOLLAR AND NO CENTS (\$1.00) and other good and valuable consideration to it, in hand paid, hereby grants to **National Auto Collision Repair** of Sherman, Texas, hereinafter called "GRANTEE", a right-of-way encroachment to construct a sewer service line within the street right-of-way on the south side of 230 E. Sycamore Street (10' from the existing water main and adjacent to the property line), as shown on the sketch marked Exhibit "A", attached hereto and incorporated herein for all purposes. Said encroachment easement shall be inferior, subordinate, and subject to the GRANTOR'S rights herein.

This instrument shall be construed as conveying an encroachment easement to GRANTEE, its heirs, successors and assigns, for the limited purpose of constructing a sewer service line within the street right-of-way and being 10' off the water main. GRANTEE agrees that all maintenance of the sewer service line shall be the responsibility of GRANTEE without cost, fees or expense to GRANTOR.

That GRANTEE shall fully and completely indemnify and hold harmless the GRANTOR from any and all damages, actions, suits, claims, demands, liabilities, executions and judgments, whether liquidated or unliquidated, absolute or contingent, direct or indirect, at law or in equity, together with attorneys fees which may occur in any manner by reason of any matter, fact, or thing arising from this conveyance and use of the area.

In the event it becomes necessary for the GRANTOR or any public utility to utilize the encroachment area for the purpose of installing new utilities, removing or repairing any public utilities located therein, GRANTEE hereby releases GRANTOR and any public utility from any and all claims for damages, costs or expenses, and shall include, but specifically not be limited to, the cost of repair, relocation, or removal of the sewer service line and loss of use of such area.

TO HAVE AND TO HOLD the above described encroachment easement unto the said GRANTEE, its heirs, successors and assigns, until the use of such encroachment is no longer necessary.

EXECUTED this the _____ day of _____, A.D., 2014.

CITY OF SHERMAN, TEXAS

BY: _____

**GEORGE OLSON,
CITY MANAGER**

THE STATE OF TEXAS
COUNTY OF GRAYSON

§
§

BEFORE ME, the undersigned authority, in and for said county and state, on this day personally appeared **GEORGE OLSON**, City Manager, known to me to be the person and officer whose name is subscribed to the foregoing instrument and acknowledged to me that the same was the act of the said City of Sherman, Texas, and that he executed the same as the act of such corporation for the purposes and consideration therein expressed and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE this the _____ day
of _____, A.D., 2014.

**NOTARY PUBLIC IN AND FOR THE
STATE OF TEXAS**

**NATIONAL AUTO COLLISION REPAIR
DARYL ELLISON:**

BY: Daryl Ellison

ADDRESS: 300 E

Sycamore, Sherman, TX 75090

PHONE #: 903-892-1720

ACKNOWLEDGEMENT

STATE OF TEXAS *

*

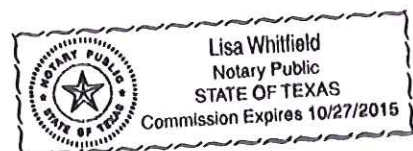
COUNTY OF Grayson *

BEFORE ME, the undersigned authority, on this day personally appeared **DARYL ELLISON**, 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 consideration therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, on this the 4th
day of September, A.D., 2014.

NOTARY SIGNATURE: Lisa Whitfield

COMMISSION EXPIRES: 10/27/2015



~ BASIS OF BEARINGS ~
GRID NORTH, NAD 83
STATE PLANE COORDINATE SYSTEM
TEXAS
NORTH CENTRAL ZONE

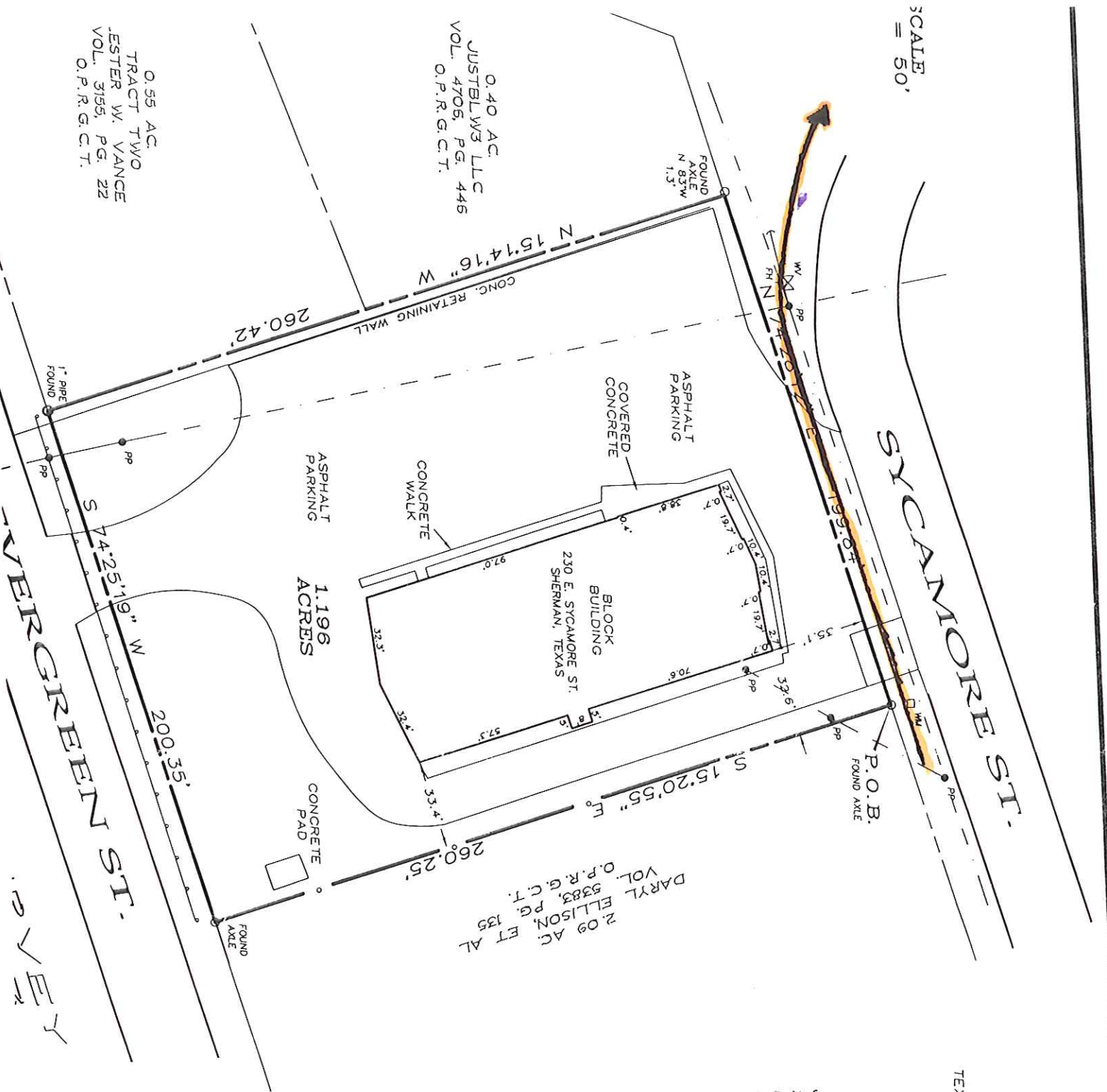
Situated in the City of Sherman, J.B. McAnair Survey, Abstract No. x 260' tract of land conveyed to Hardwicke, Jr. Post No. 29 American by deed of record in Volume 727, Records, Grayson County, Texas as described as follows:

Beginning at an axle found in Street (a public street) at the northeast corner of said tract of land conveyed to Daryl Elmer Grayson in Volume 5383, page 135, of the Grayson County, Texas, said axle to the corner of said American Legion tract;

Thence South 74°25'19" West Evergreen Street, a distance of 24.00 feet to the southeast corner of said (Tract Two) conveyed to Lester W. (Tract One) conveyed to Lester W. Volume 3155, Page 22, of said C

Thence North 74°28'12" East
Sycamore Street, a distance of
Point-of-Beginning and containi

I, Jason B. Armstrong, Registrar, hereby certify that a survey was properly legally described herein, true, correct and accurate representation.



9/01/2014

CITY OF SHERMAN

ATTN; MARK GIBSON

NATIONAL AUTO COLLISION REPAIR NEEDS PERMISSION FOR ENCROACHMENT IN THE CITY RIGHT AWAY. ENCROACHMENT IS NEEDED ON THE SOUTH SIDE OF 230 E. SCYAMORE ST., THE ENCROACHMENT WILL BE 10 TO 12 FT FROM THE EXISTING WATER LINE AND WILL CONTAIN A 4 IN SEWER LINE.

Dary J. Ellison



Source: Esri, DigitalGlobe, GeoEye, I-cubed, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AEX, Getmapping, Aerogrid, IGN, IGP, swisstopo, and the GIS User Community





SHERMAN CITY COUNCIL

Agenda Communication Form

City Council Regular Meeting

Agenda Item No. C. 3.

Meeting Date: 09/15/2014

Prepared By: Robby Hefton, Assistant City Manager/CFO

Approved By: George Olson, City Manager

Caption:

*** RESOLUTION NO. 5881**

Authorizing the Execution of Deeds for the Resale of Properties within the Sherman City Limits Seized for Delinquent Taxes

Issue:

The attached resolution authorizes Grayson County to auction certain tracts of real property that have been moved to the City of Sherman's ownership due to unpaid property taxes. It also authorizes the Mayor to sign deeds conveying these properties to the buyers.

Background:

Grayson County will hold a tax resale auction on Wednesday, October 15th at 10:00 a.m. at the Grayson County Courthouse, Assembly Room, 2nd Floor Annex located in downtown Sherman. The properties to be sold have gone through a sheriff's sale without receiving a bid equal to or above the taxes owed against the property. Therefore, they have been moved to the ownership of a local government and will be sold at this auction. Nine (9) properties owned by the City of Sherman jointly with other taxing entities will be included in the auction.

Origination:

Bruce Stidham, Assessor and Collector of Taxes for Grayson County

Financial Consideration:

A small amount of delinquent taxes will be collected by the auction; and the properties will be returned to the tax rolls. Proceeds from the auction will be distributed to each political subdivision on a pro-rata basis based on the taxes owed each entity.

Staff Recommendation:

The staff recommends approving the resale of these properties, returning them to the tax rolls.

Alternatives:

The City Council could deny the resolution.

Attachments

Resolution No. 5881

Tax Assessor-Collector's Request of August 11, 2014

2014 Resale Auction - List of Real Property

Location Map - Pintail Drive

Location Map - East Mulberry (2)

Location Map - West Glenway Road

Location Map - Elizabeth Street (2)

Location Map - Branch

Location Map - North Ricketts Street

Location Map - North Broughton

RESOLUTION NO. 5881

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS, AUTHORIZING THE EXECUTION OF DEEDS FOR THE RESALE OF PROPERTIES WITHIN THE SHERMAN CITY LIMITS SEIZED FOR DELINQUENT TAXES; FINDING AND DETERMINING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED WAS NOTICED AND IS OPEN TO THE PUBLIC AS REQUIRED BY LAW.

WHEREAS, various tracts of real property have been struck-off/sold to various Grayson County taxing jurisdictions for delinquent taxes; and

WHEREAS, various Grayson County taxing jurisdictions desire to sell these properties and thereby place them back on the tax rolls; and

WHEREAS, Grayson County has scheduled a 2014 Tax Resale Auction to be held at the Grayson County Courthouse Assembly Room, 2nd Floor Annex, 100 West Houston Street, Sherman, Texas, at 10:00 a.m. on Wednesday, October 15, 2014; and

WHEREAS, there is no fee owed for placing these properties in the 2014 Tax Resale Auction;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS:

SECTION 1. That the list of property attached to this resolution as Exhibit "A" shall be offered for sale at the 2014 Tax Resale Auction at 10:00 a.m. on October 15, 2014 at the Grayson County Courthouse Assembly Room, 2nd Floor Annex, 100 West Houston Street, Sherman, Texas, free and clear of all property taxes and tax liens held by the City of Sherman and may be sold by the auctioneer at a price equal to or above the minimum bid price shown on Exhibit "A".

SECTION 2. That Carolyn S. Wacker, as Mayor of the City of Sherman, Texas, is hereby authorized to execute any deed or deeds necessary to complete the sale of said properties in conformance with this resolution and without further approval by this governing body.

SECTION 3. That it is hereby officially found and determined that the meeting at which this resolution is passed is open to the public and that public notice of the time, place, and purpose of said meeting was given as required by law.

PASSED AND APPROVED on this the ____ day of _____, 2014.

CITY OF SHERMAN, TEXAS

BY: _____
CAROLYN S. WACKER, MAYOR

ATTEST:

BY: _____
LINDA ASHBY, CITY CLERK

**APPROVED AS TO FORM
AND CONTENT:**

BY: _____
**BRANDON S. SHELBY,
CITY ATTORNEY**



OFFICE OF
BRUCE STIDHAM
TAX ASSESSOR - COLLECTOR
GRAYSON COUNTY
www.co.grayson.tx.us

COURTHOUSE
100 W. HOUSTON - SUITE 11
P.O. BOX 2107
SHERMAN, TX 75091

TAX OFFICE: 903-892-8297
VOTER REGISTRATION: 903-893-8683
VEHICLE REGISTRATION: 903-813-4225
FAX: 903-893-4973

TO: ALL ENTITIES INVOLVED IN 2014 TAX RESALE AUCTION

FROM: BRUCE STIDHAM

SUBJECT: 2014 TAX RESALE AUCTION

DATE: AUGUST 11, 2014

The 2014 Tax Resale Auction will be held on Wednesday, October 15, 2014 at 10:00 A.M. at the Grayson County Courthouse, Assembly Room, 2nd Floor Annex, 100 W. Houston, Sherman, Texas. The auction will include tracts of real property that have been struck off/sold to various Grayson County taxing jurisdictions for delinquent taxes.

Enclosed find a Resolution and a list of the properties that are to be included in the auction. Please present the Resolution to your jurisdiction for signatures at the next board or council meeting and return the signed Resolution to this office as soon as possible.

Sincerely,

Bruce Stidham

BS:kb

enclosure:

2014 RESALE AUCTION

SHERMAN CITY

CAUSE #	ORIGINAL OWNER NAME	PROPERTY ID#	ADDRESS	ISD	LEGAL DESCRIPTION	MIN BID \$	2013 GAD VALUE	ATTY
T-11-3406	COUNTRY RIDGE NORTH II, LLC TRACT 1	155-7176016	PINTAIL DR	SH	COUNTRY RIDGE ESTATES NO 3, BLOCK 6, LOT 47, ACRES 0.115	\$ 312.00	\$ 27,554.00	LGBS
T-09-3165	DANIELS PLANT FOOD, INC	S034-0763636 TRACT 1	E MULBERRY / SHERMAN	SH	G-0763 MCANAIR J B, 50 X 166 8300 SQ FT	\$ 483.00	\$ 10,045.00	LGBS
T-09-3165	DANIELS PLANT FOOD, INC	S034-0763635 TRACT 2	E MULBERRY / SHERMAN	SH	G-0763 MCANAIR J B, 160 X 166 (C) 26560 SQ FT	\$ 483.00	\$ 10,624.00	LGBS
T-13-3190	GRAYSON DEVELOPMENT COMPANY, A TEXAS CORPORATION	S025-2350040	W GLENWAY RD	SH	PEPPERTREE S/D, BLOCK 2, LOT 16, 200' T P & L EASEMENT	\$ 298.00	\$ 11,411.00	LGBS
T-12-0006	D W GULICK	S021-2160001	ELIZABETH ST	SH	MILAN HEIGHTS ADDN, BLOCK 3, LOT 22	\$ 379.00	\$ 6,616.00	LGBS
T-12-0006	D W GULICK	S021-2160002	ELIZABETH ST	SH	MILAN HEIGHTS ADDN, BLOCK 3, LOT 20	\$ 379.00	\$ 5,237.00	LGBS
T-11-3313	BOBBY G MANOR	S047-0056269		SH	BLAGG SAMUEL A-G0056	\$ 298.00	\$ 7,227.00	LGBS
T-12-3107	BILLY MIKE RAY, ET AL	S035-2211004	214 N RICKETTS / SHERMAN	SH	SHANNON R E & M ADDN, BLOCK 1, LOT 10	\$ 298.00	\$ 7,275.00	LGBS
T-12-0008	TOWN AND COUNTRY BUILDERS, INC	S030-2036055	N BROUGHTON	SH	W P CARTERS ADDN, BLOCK 5, LOT PT 18 THRU 20	\$ 530.00	\$ 1,282.00	LGBS

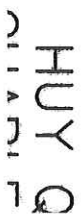


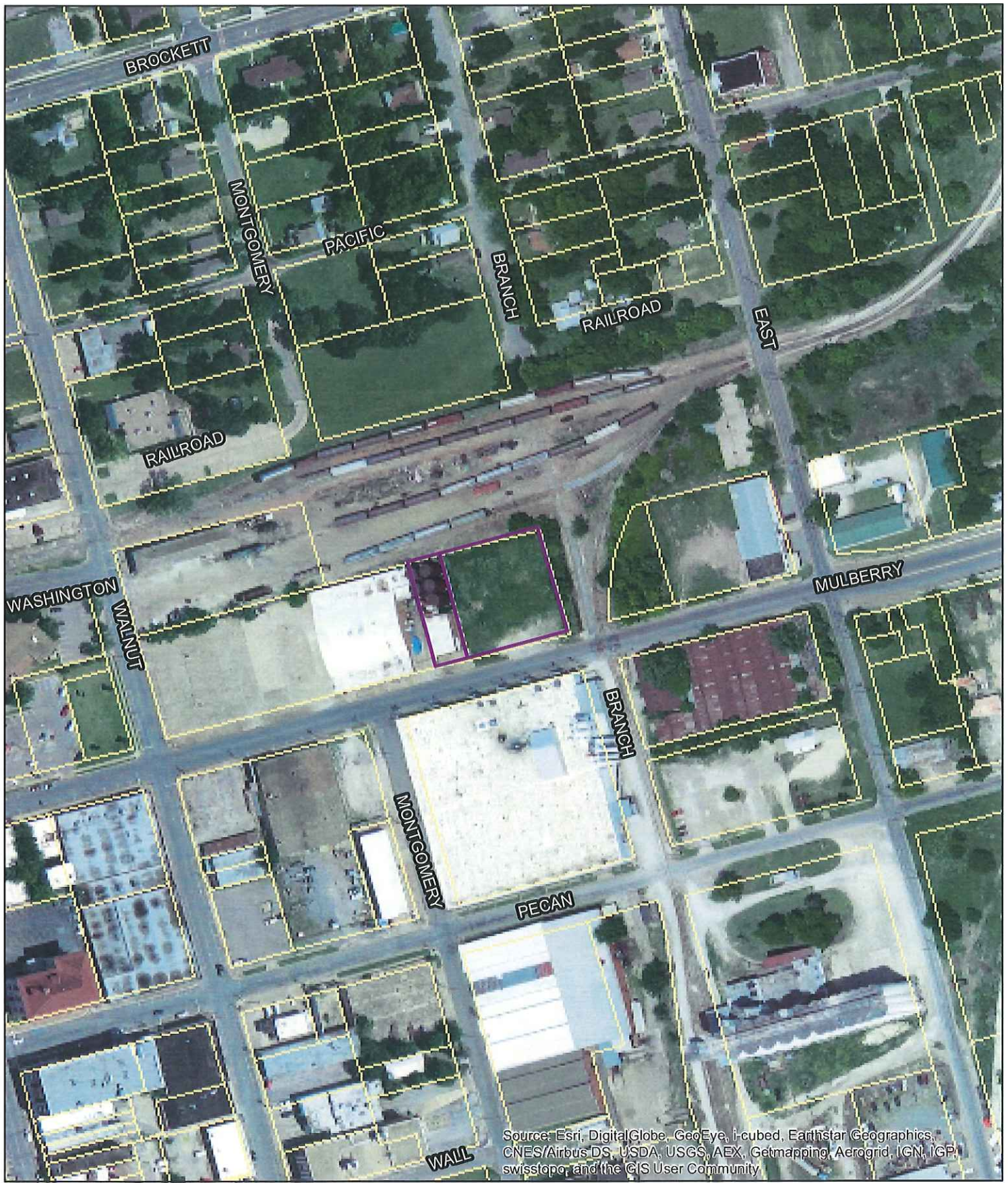
Sherman
CLASSIC TOWN, BROAD HORIZON,
Engineering Department

**Pintail Drive
155 7176016**

N
1 inch = 200 feet

SECTION ONE
Vol. 6, Pg. 37





Sherman
 CLASSIC TOWN. BROAD HORIZON.
 Engineering Department

E Mulberry
S034 0763635
S034 0763636

N
 1 inch = 200 feet



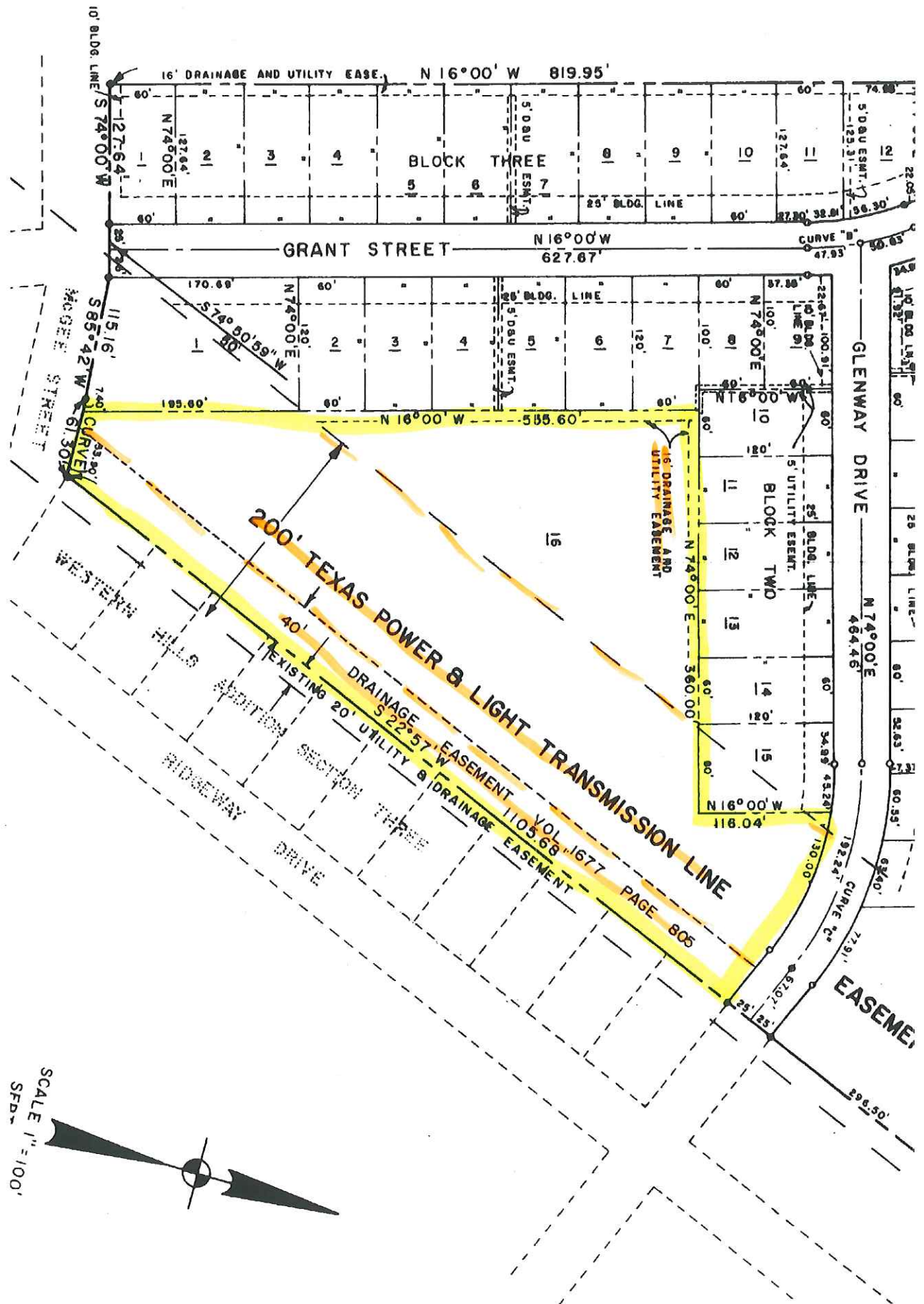
Source: Esri, DigitalGlobe, GeoEye, I-cubed, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AEX, Getmapping, Aerogrid, IGN, IGP, swisstopo, and the GIS User Community

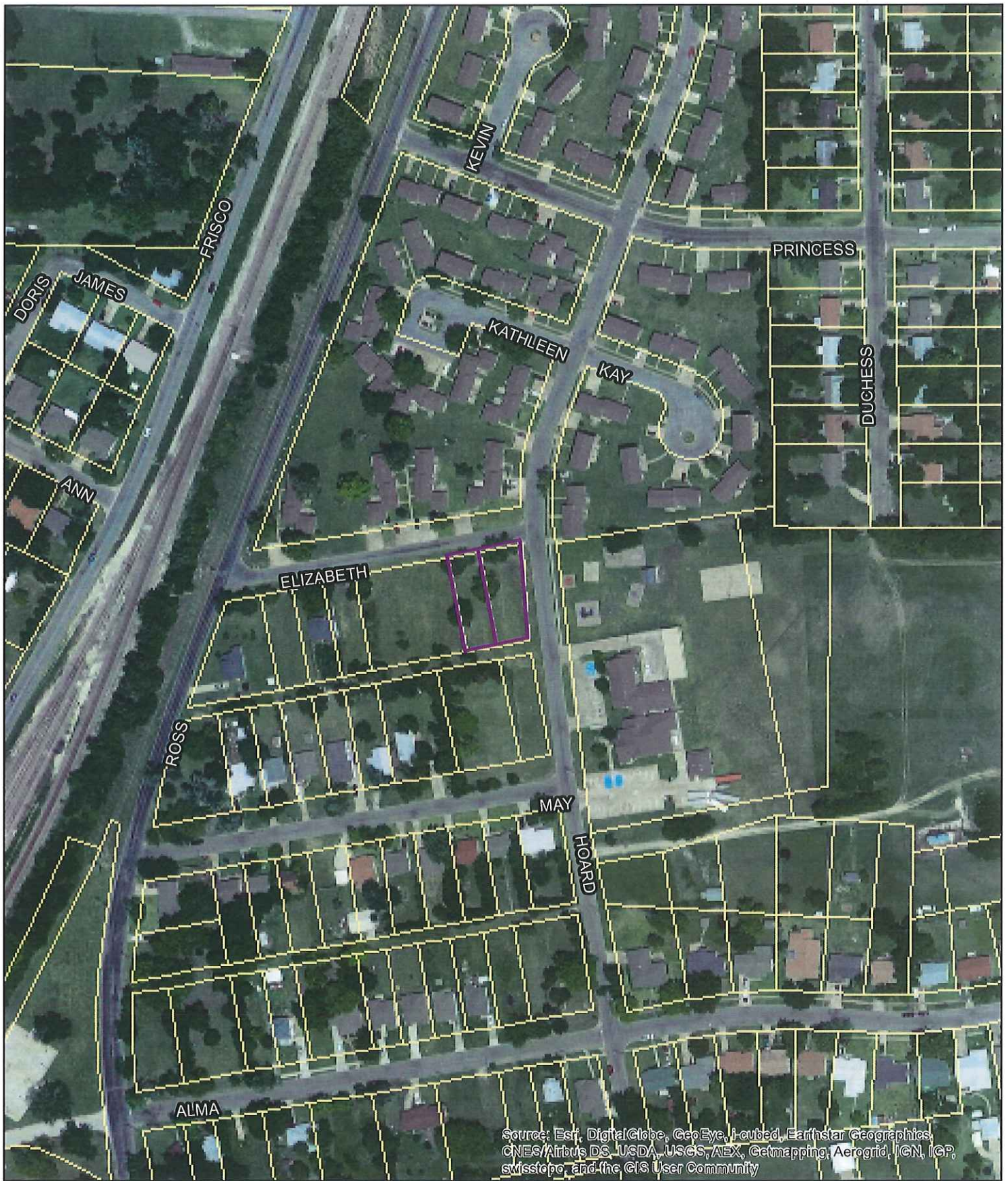
Sherman
CLASSIC TOWN. BROAD HORIZON.
Engineering Department

W Glenway Rd
S025 2350040

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1 inch = 200 feet

	H
	RADIUS
255.91'	
255.91'	
282.78'	





Sherman
 CLASSIC TOWN, BROAD HORIZON,
 Engineering Department

Elizabeth St
S021 2160001
S021 2160002

N
 1 inch = 200 feet

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ELIZABETH

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AVE.

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AVE.

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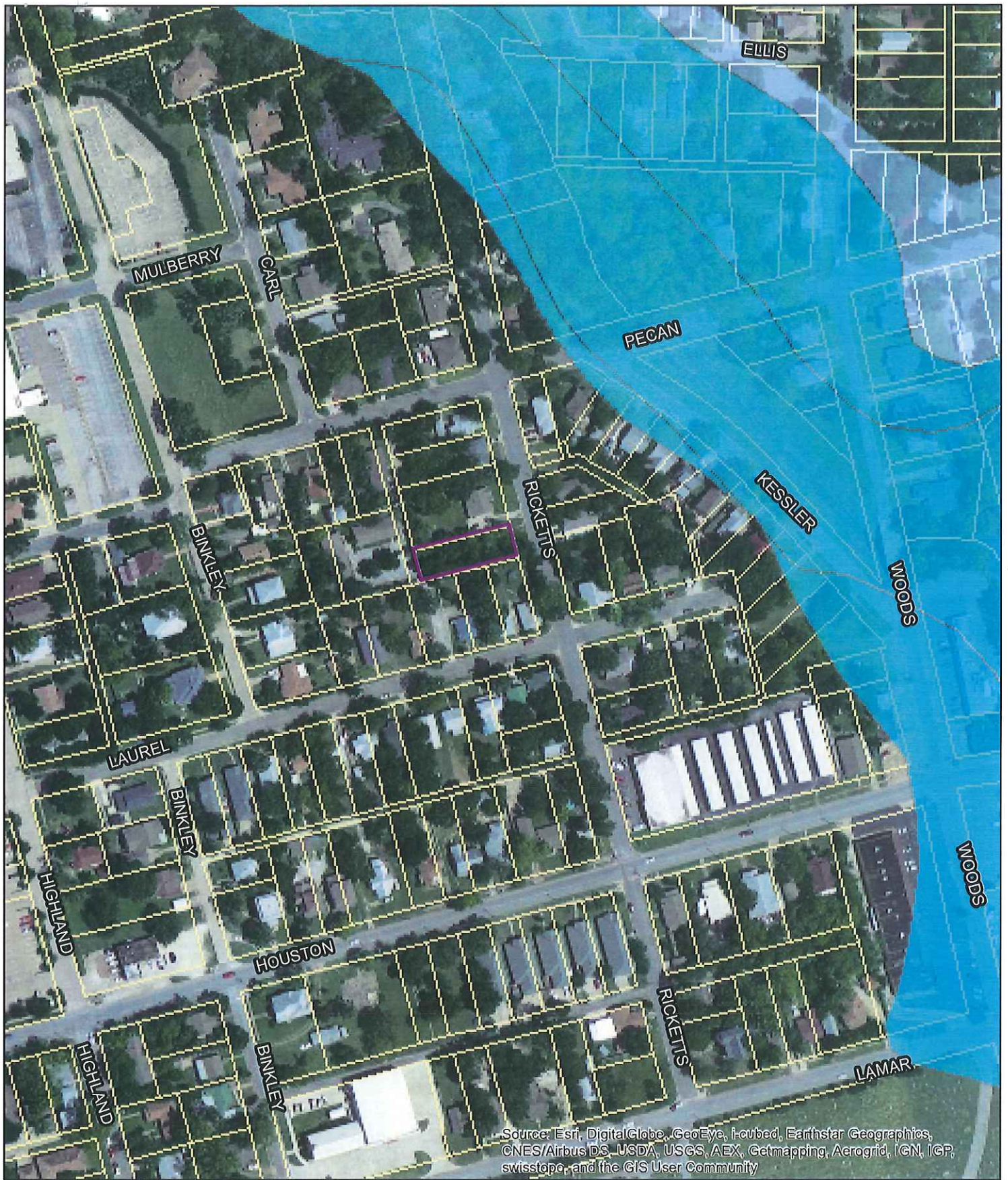
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Sherman
CLASSIC TOWN. BROAD HORIZON.
Engineering Department

S047 0056269

N
1 inch = 200 feet



Sherman
CLASSIC TOWN. BROAD HORIZON.
Engineering Department

**N Ricketts St
S035 2211004**



1 inch = 200 feet

&M. SHANNON ADDITION TO

CITY OF SHERMAN
Vol. 29 PAGE 138

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ST.

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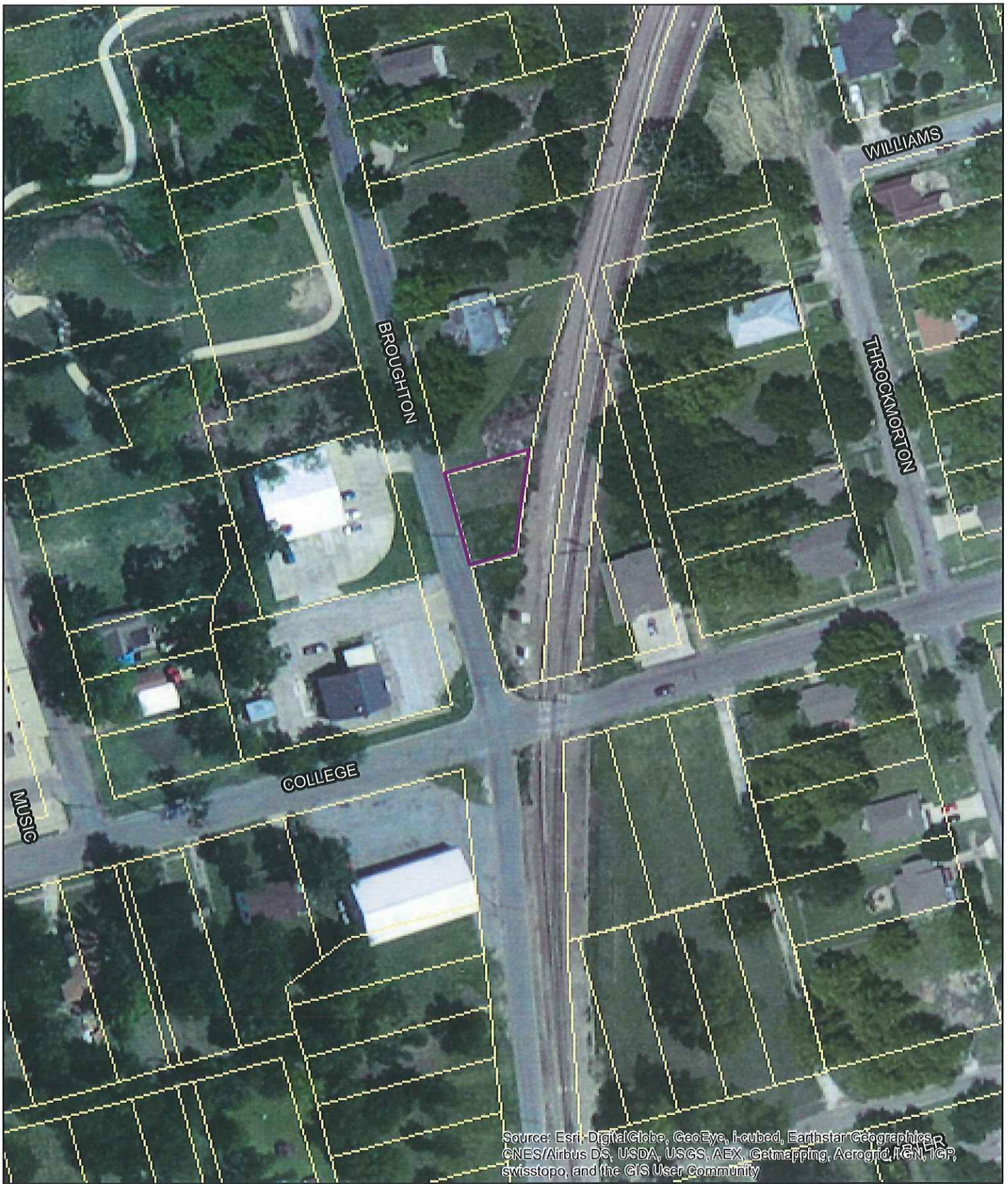
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WOOD

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50'	50'	50'	50'	50'	50'	50'	5	146'

R.E. & M. SHANNON ADDITION



Sherman
CLASSIC TOWN, BROAD HORIZON,
Engineering Department

N Broughton
S030 2036055



1 inch = 100 feet

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COLLEGE

322



SHERMAN CITY COUNCIL

Agenda Communication Form

City Council Regular Meeting

Agenda Item No. C. 4.

Meeting Date: 09/15/2014

Prepared By: Mark Gibson, Director of Utilities

Approved By: George Olson, City Manager

Caption:

*** RESOLUTION NO. 5882**

Awarding a Bid to and Authorizing Execution of a Contract with Weisinger Incorporated for the Cherry Park Pump Station Well Repairs

Issue:

Awarding a bid to and authorizing execution of a contract with Weisinger Incorporated for repairs to two wells at the Cherry Park Pump Station. The Cherry Park Trinity Well and the Cherry Park Woodbine Well will both be repaired.

Background:

The pumps on the above referenced wells need to be pulled and inspected, followed by repairs and/or replacements as needed. The well casings and well screens will be camera inspected, followed by repairs as needed. Three well repair contractors responded to the request for proposals. A tabulation of the proposals for the lump sum portion of the repair work is attached. The bid submitted by Alsay was deemed to be irregular and was not considered.

Origination:

Utilities Administration Department

Financial Consideration:

The estimated repair cost for the two wells is \$309,654.00. Funds are available in the Utility Capital Improvement Fund for this purchase. Since adequate funding is available, submersible pumps will be installed in lieu of the existing vertical turbine line shaft pumps.

Staff Recommendation:

It is recommended that the City Council award the contract to Weisinger Incorporated based on their bid of \$309,654.00, which is based on the staff's estimated cost of repairs to the two wells utilizing unit bid prices.

Alternatives:

As may be directed by the City Council

Attachments

Resolution No. 5882

Bid Tabulation - Trinity Well

Bid Tabulation - Woodbine Well

Location Map

RESOLUTION NO. 5882

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS, AWARDING A BID TO AND AUTHORIZING EXECUTION OF A CONTRACT WITH WEISINGER INCORPORATED FOR THE CHERRY PARK PUMP STATION WELL REPAIRS; FINDING AND DETERMINING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED WAS NOTICED AND IS OPEN TO THE PUBLIC AS REQUIRED BY LAW.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS:

SECTION 1. That Weisinger Incorporated is hereby awarded the bid for the Cherry Park Pump Station well repairs in the estimated amount of Three Hundred and Nine Thousand, Six Hundred Fifty Four Dollars and Zero Cents (\$309,654.00); and that the City Manager be and is hereby authorized and directed, subject to all contract documents being properly completed and approved as to form and content by the City Attorney, to execute a contract with Weisinger Incorporated for the Cherry Park Pump Station well repair Project, in accordance with all contract documents attached hereto and made a part hereof for all purposes.

SECTION 2. That it is hereby officially found and determined that the meeting at which this resolution is passed is open to the public and that public notice of the time, place, and purpose of said meeting was given as required by law.

PASSED AND APPROVED on this the ____ day of _____, 2014.

CITY OF SHERMAN, TEXAS

BY: _____

CAROLYN S. WACKER, MAYOR

ATTEST:

BY: _____

LINDA ASHBY, CITY CLERK

**APPROVED AS TO FORM
AND CONTENT:**

BY: _____

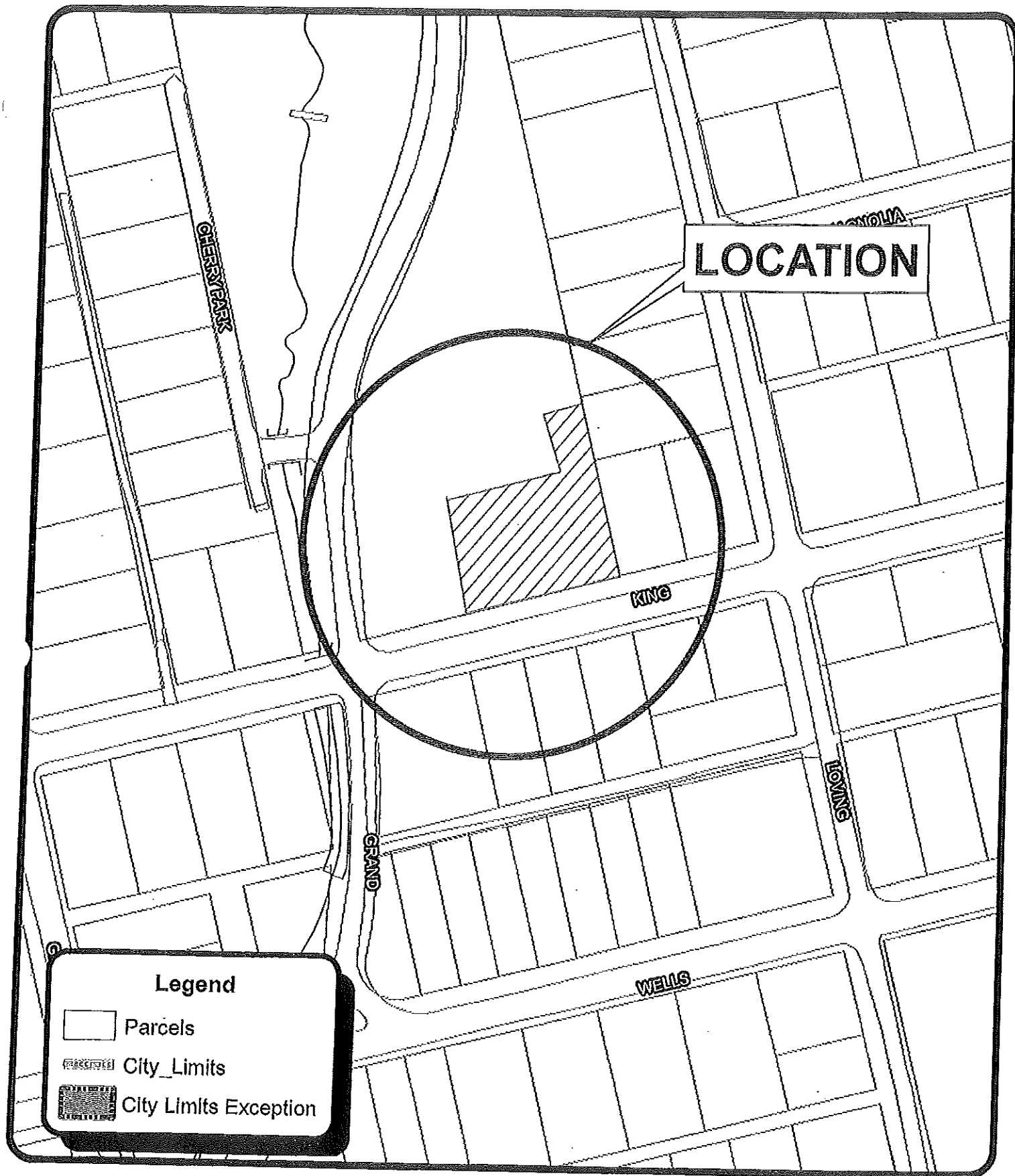
**BRANDON S. SHELBY,
CITY ATTORNEY**

Cherry Park 1 Trinity Line Shaft Turbine Pump (Weisinger Inc. & Layne)								
Item No.	Description			Weisinger		Layne		
	Description of Item	Approx. Quantity	Unit	Unit Price	Total Amount Bid	Approx. Quantity	Unit Price	Total Amount Bid
1	Mobilization, pull motor and pump	1	LS	\$18,560.00	\$18,560.00	1	\$ 7,700.00	\$ 7,700.00
2	Transportation of pump, motor and cable to and from shop. All replaced parts need to be transported back to City of Sherman.	1	LS	\$6,400.00	\$6,400.00	1	\$ 5,900.00	\$ 5,900.00
3	Bail oil and Prep. Well for camera survey	1	LS	\$600.00	\$600.00	1	\$ 4,050.00	\$ 4,050.00
4	Shop labor: (1) disassemble, clean, inspect pump, motor and cable. (2) Provide written report on the condition of the equipment	1	LS	\$1,200.00	\$1,200.00	1	\$ 3,650.00	\$ 3,650.00
5	Camera survey	1	LS	\$1,750.00	\$1,750.00	1	\$ 2,900.00	\$ 2,900.00
	Lump sum				\$28,510.00			\$ 24,200.00
6	Additional rig time for cleaning screens, jetting out fill	1	HR	\$375.00		1	\$ 275.00	
7	Alternate price to bail out sand and silt from bottom of well	1	HR	\$275.00		1	\$ 275.00	
8	8" X 20' X 0.322 8 round thread column pipe	49	EA	\$696.00	\$ 34,104.00	49	\$ 779.00	\$ 38,171.00
9	3" X 5' oil tube	199	EA	\$67.00	\$ 13,333.00	199	\$ 76.00	\$ 15,124.00
10	3" X 1-1516" bronze bearings	199	EA	\$103.00	\$ 20,497.00	199	\$ 114.00	\$ 22,686.00
11	1-15/16" X 20' Line shaft	49	EA	\$386.00	\$ 18,914.00	49	\$ 424.00	\$ 20,776.00
12	8" X 3" rubber spiders	50	EA	\$17.00	\$ 850.00	50	\$ 19.00	\$ 950.00
13	12" deep set line shaft pump 550GPM@962' TDH	1	LS	\$27,723.00	\$ 27,723.00	1	\$ 28,990.00	\$ 28,990.00
14	weld lugs on pipe	50	EA	\$158.00	\$ 7,900.00	50	\$95.00	\$ 4,750.00
15	cost for special tools	****	%	30%			35%	
16	1/4" stainless steel airline	1990	LF	\$2.50	\$ 4,975.00	1990	\$ 2.00	\$ 3,980.00
17	1-15/16" X 10' line shaft	1	EA	\$222.00	\$ 220.00	1	\$ 249.00	\$ 249.00
18	Jump coupling from pump shaft to line shaft	1	EA	\$187.00	\$ 187.00	1	\$ 209.00	\$ 209.00
19	8" X 10' X 0.322 column pipe with adjustable threads	1	EA	\$464.00	\$ 464.00	1	\$ 519.00	\$ 519.00
20	3" top special oil tube	1	EA	\$117.00	\$ 117.00	1	\$ 279.00	\$ 279.00
21	1-15/16" top special shaft	1	EA	\$386.00	\$ 386.00	1	\$ 556.00	\$ 556.00
22	8" X 5' adjustable pipe for midway oil tube stretch	1	EA	\$1,554.00	\$ 1,554.00	1	\$ 1,790.00	\$ 1,790.00
23	midway oil tube adjuster	1	EA	\$1,369.00	\$ 1,369.00	1	\$ 1,575.00	\$ 1,575.00
24	1 15/16" midway shaft	1	EA	\$194.00	\$194.00	1	\$ 529.00	\$ 529.00
25	8" X 10' Fab steel discharge head with base plate	1	EA	\$6,859.00	\$6,859.00	1	\$ 10,375.00	\$ 10,375.00
26	extend Well sealing block	1	LS	\$ 1,840.00	\$ 1,840.00	1	\$ 6,540.00	\$ 6,540.00
27	Reset pump, disinfect Well and return Well to service	1	LS	\$ 12,600.00	\$ 12,600.00	1	\$ 13,700.00	\$ 13,700.00
28	Test pump, perform Bacteriological test and provide completion report	12	HR	\$125.00	\$1,500.00	12	\$ 275.00	\$ 3,300.00
	Total Base Bid				\$184,096.00			\$199,248.00

Cherry Park 1 Trinity Submersible Pump								
Description				Weisinger		Layne		
Item No.	Description of Item	Approx. Quantity	Unit	Unit Price	Total Amount Bid	Approx. Quantity	Unit Price	Total Amount Bid
1	Mobilization, pull motor and pump	1	LS	\$18,560.00	\$18,560.00	1	\$ 7,700.00	\$ 7,700.00
2	Transportation of pump, motor and cable to and from shop. All replaced parts need to be transported back to City of Sherman.	1	LS	\$6,400.00	\$6,400.00	1	\$ 5,900.00	\$ 5,900.00
3	Bail oil and Prep. Well for camera survey	1	LS	\$600.00	\$600.00	1	\$ 4,050.00	\$ 4,050.00
4	Shop labor: (1) disassemble, clean, inspect pump, motor and cable. (2) Provide written report on the condition of the equipment	1	LS	\$1,200.00	\$1,200.00	1	\$ 3,650.00	\$ 3,650.00
5	Camera survey	1	LS	\$1,750.00	\$1,750.00	1	\$ 2,900.00	\$ 2,900.00
	Lump sum				\$28,510.00			\$ 24,200.00
6	Additional rig time for cleaning screens, jetting out fill	1	HR	\$ 375.00		1	275.00	
7	Alternate price for rig to bail out sand and silt from bottom of well	1	HR	\$ 275.00		1	275.00	
8								
9								
10								
11								
12								
13	weld lugs on pipe	50	EA	\$158.00	\$ 7,900.00	50	\$95.00	\$4,750.00
14	cost for special tools	****	%	30%		****	35%	
15	1/4" stainless steel airline	1990	LF	\$2.50	\$ 4,975.00	1,990	\$2.00	\$3,980.00
16								
17	alternate submersible pump (complete)	1	LS	\$159,666.00	\$ 159,666.00	1	\$193,950.00	\$193,950.00
18								
19								
20								
21								
22								
23								
24	Extend Well sealing block	1	LS	\$1,840.00	\$ 1,840.00	1	\$10,375.00	\$10,375.00
25	Reset pump, disinfect Well and return Well to service	1	LS	\$12,600.00	\$ 12,600.00	1	\$13,700.00	\$13,700.00
26	Test Pump and perform bacteriological test and provide completion report	12	HR	\$ 125.00	\$ 1,500.00	12	\$275.00	\$3,300.00
	Total Base Bid				\$216,991.00			\$ 254,255.00

Cherry Park 1 Woodbine Woodbine Submersible Pump								
Description				Weisinger		Layne		
Item No.	Description of Item	Approx. Quantity	Unit	Unit Price	Total Amount Bid	Approx. Quantity	Unit Price	Total Amount Bid
1	Mobilization, pull motor and pump	1	LS	\$14,800.00	\$14,800.00	1	\$ 7,500.00	\$ 7,500.00
2	Transportation of pump, motor and cable to and from shop. All replaced parts need to be transported back to City of Sherman.	1	LS	\$6,400.00	\$6,400.00	1	\$ 4,000.00	\$ 4,000.00
3	Bail oil and Prep. Well for camera survey	N/A	N/A	N/A	N/A	N/A	N/A	N/A
4	Shop labor: (1) disassemble, clean, inspect pump, motor and cable. (2) Provide written report on the condition of the equipment	1	LS	\$1,200.00	\$1,200.00	1	\$ 3,600.00	\$ 3,600.00
5	Camera survey	1	LS	\$1,750.00	\$1,750.00	1	\$ 2,300.00	\$ 2,300.00
	Lump sum				\$24,150.00			\$ 17,400.00
6	Additional rig time for cleaning screens, jetting out fill	1	HR	\$375.00		1	\$275.00	
7	Alternate price for rig to bail out sand and silt from bottom of well	1	HR	\$275.00		1	\$275.00	
8								
9								
10								
11								
12								
13	weld lugs on pipe	66	EA	\$158.00	\$ 10,428.00	66	\$95.00	\$6,270.00
14	cost for special tools		%	30%		1	35%	
15	1/4" stainless steel airline	1320	LF	\$2.50	\$ 3,300.00	1320	\$ 2.00	\$ 2,640.00
16								
17	alternate submersible pump (complete)	1	LS	\$41,245.00	\$ 41,245.00	1	\$ 59,990.00	\$ 59,990.00
18								
19								
20								
21								
22								
23								
24	Extend Well sealing block	1	LS	\$1,840.00	\$ 1,840.00	1	\$6,900.00	\$6,900.00
25	Reset pump, disinfect Well and return Well to service	1	LS	\$10,200.00	\$ 10,200.00	1	\$ 12,700.00	\$ 12,700.00
26	Test Pump	12	HR	\$ 125.00	\$ 1,500.00	12	\$ 275.00	\$ 3,300.00
	Total Base Bid				\$92,663.00			\$ 109,200.00

Cherry Park 1 Woodbine Line Shaft Turbine Pump								
Description				Weisinger		Layne		
Item No.	Description of Item	Approx. Quantity	Unit	Unit Price	Total Amount Bid	Approx. Quantity	Unit Price	Total Amount Bid
1	Mobilization, pull motor and pump	1	LS	\$14,800.00	\$14,800.00	1	\$ 7,500.00	\$ 7,500.00
2	Transportation of pump, motor and cable to and from shop. All replaced parts need to be transported back to City of Sherman.	1	LS	\$6,400.00	\$6,400.00	1	\$ 4,000.00	\$ 4,000.00
3	Bail oil and Prep. Well for camera survey	N/A	N/A	N/A	N/A	N/A	N/A	N/A
4	Shop labor: (1) disassemble, clean, inspect pump, motor and cable. (2) Provide written report on the condition of the equipment	1	LS	\$1,200.00	\$1,200.00	1	\$ 3,600.00	\$ 3,600.00
5	Camera survey	1	LS	\$1,750.00	\$1,750.00	1	\$ 2,300.00	\$ 2,300.00
	Lump sum				\$24,150.00			\$ 17,400.00
6	Additional rig time for cleaning screens and jetting out fill from bottom of Well	1	HR	\$375.00		1	\$ 275.00	
7	alternate price for rig to bail out sand and silt from bottom of Well	1	HR	275.00		1	\$275.00	
8	6" X 10' column pipe with lifting lugs	56	EA	210.00	11,760.00	56	\$242.00	13,552.00
9	5" X 10' column pipe with lifting lugs	10	EA	129.00	1,290.00	10	\$128.00	1,280.00
10	6" X 10' suction pipe with 3 lifting lugs	1	EA	210.00	210.00	1	\$231.00	231.00
11	1-15/16" X 10' Line shaft for water lube	56	EA	222.00	12,432.00	56	\$299.00	16,744.00
12	1 -1/2" X 10' T&C line shaft for water lube	10	EA	132.00	1,320.00	10	\$185.00	1,850.00
13	1-15/16" rubber bearings	56	EA	16.00	896.00	56	\$19.00	1,064.00
14	1-15/16" monel sleeves	56	EA	2,258.00	126,448.00	56	no bid	
15	1-1/2" rubber bearings	10	EA	16.00	160.00	10	\$19.00	190.00
16	1-1/2" monel sleeves	10	EA	2,123.00	21,230.00	10	no bid	
17	Fabricated discharge head	1	EA	5,459.00	5,459.00	1	\$7,975.00	7,975.00
18	extend well sealing block	1	LS	1,840.00	1,840.00	1	\$6,900.00	6,900.00
19	5" X 5' column pipe with lifting lugs	1	EA	113.00	113.00	1	\$128.00	128.00
20	250GPM @ 672' TDH pump, ductile iron	1	EA	29,860.00	29,860.00	1	\$27,750.00	27,750.00
21	weld (3) 3/4" or 1" steel lugs per joint of column pipe	66	EA	158.00	10,428.00	66	\$95.00	6,270.00
22	cost for special tools, rental, outside services at cost plus basis	****	%	30%		****	35%	
23	1/4" stainless- steel airline	1320	LF	2.50	3,300.00	1320	\$2.00	2,640.00
24	Disinfect water well, reset pump and return back to service	1	LS	10,200.00	10,200.00	1	\$12,700.00	12,700.00
25	Test Pump and perform bacteriological test	12	HR	125.00	1,500.00	12	\$275.00	3,300.00
	Total Base Bid				\$262,596.00			\$ 119,974.00



Sherman
ENGINEERING DEPT.
220 W. MULBERRY
SHERMAN, TX 75090

**LOCATION MAP
CHERRY PARK PUMP STATION
REHABILITATION**

1 inch = 150 feet





SHERMAN CITY COUNCIL

Agenda Communication Form

City Council Regular Meeting

Agenda Item No. C. 5.

Meeting Date: 09/15/2014

Prepared By: Robby Hefton, Assistant City Manager/CFO

Approved By: George Olson, City Manager

Caption:

RESOLUTION NO. 5883

Amending the 2013-2014 Budget of the City of Sherman, Texas, Appropriating and Allocating Additional Funds for the Period of October 1, 2013, through September 30, 2014

Issue:

Appropriating additional funds to increase the fiscal year (FY) 2013-2014 budget for year-end expenditure reconciliation

Background:

Annually when applicable, the staff requests a year-end budget reconciliation of projected expenditures in order to ensure that our final year-end expenses are not greater than what we are authorized to spend. This year, an amendment is needed in several funds to accomplish this goal, as well as to reflect an increase in projected revenues for water and sewer sales and sales tax revenues. The most notable expenditure changes relate to additional funding needed in the Insurance Fund to cover group health claims, and funding for interest and other costs associated with street escrow refunds.

Origination:

Robby Hefton, Assistant City Manager/CFO

Financial Consideration:

This budget amendment will increase total authorized expenditures by about \$1.5 million and revenues by about \$2.4 million for FY 2013-2014, with a net effect of about \$.9 million in decreased budgeted net costs.

Staff Recommendation:

The staff recommends approval of this resolution.

Alternatives:

No viable alternatives exist for approval of this budget amendment.

Attachments

Resolution No. 5883

Fund Statements

RESOLUTION NO. 5883

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS, AMENDING THE 2013-2014 BUDGET OF THE CITY OF SHERMAN, TEXAS, APPROPRIATING AND ALLOCATING ADDITIONAL FUNDS FOR THE PERIOD OF OCTOBER 1, 2013, THROUGH SEPTEMBER 30, 2014; FINDING AND DETERMINING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED WAS NOTICED AND IS OPEN TO THE PUBLIC AS REQUIRED BY LAW.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS:

SECTION 1. That the 2013-2014 budget of the City of Sherman, Texas, be amended as shown below, appropriating and/or allocating the below-described funds in the amounts indicated:

1. Insurance Fund – To appropriate an additional \$1,050,000.00 for coverage of group health claims.
2. Utility Fund – To appropriate a \$200,000.00 transfer out to the Insurance Fund.
3. Fleet Replacement Fund – To appropriate an additional \$15,000.00 for fleet purchases.
4. Street Revolving Fund – To appropriate an additional \$34,000.00 for interest and other costs associated with a deposit refund, and a \$16,100.00 transfer out to move funds designated for a General Improvement Fund project.
5. General Fund – To appropriate an additional \$200,000.00 for a transfer to the Insurance Fund.

SECTION 2. That it is hereby officially found and determined that the meeting at which this resolution is passed is open to the public and that public notice of the time, place, and purpose of said meeting was given as required by law.

PASSED AND APPROVED on this the _____ day of _____, 2014.

CITY OF SHERMAN, TEXAS

BY: _____
CAROLYN S. WACKER, MAYOR

ATTEST:

BY: _____
LINDA ASHBY, CITY CLERK

**APPROVED AS TO FORM
AND CONTENT:**

BY: _____
**BRANDON S. SHELBY,
CITY ATTORNEY**

City of Sherman
GENERAL FUND
2013 -2014 Annual Budget

	Adjusted Budget 2013-2014	Amendment	Amended Budget 2013-2014	Projected 2013-2014
Beginning Fund Balance	\$ 6,144,829		\$ 6,144,829	\$ 7,220,474
Revenues				
Property Taxes	6,432,500		6,432,500	6,450,000
Sales Taxes	13,069,000	1,607,000	14,676,000	14,676,000
Franchise Taxes	2,744,000		2,744,000	3,101,000
Other Taxes	125,000		125,000	146,000
Fines & Forfeitures	1,149,140		1,149,140	608,450
Recreation	286,300		286,300	319,000
Permits & Licenses	292,730		292,730	386,500
Rentals	63,295		63,295	80,100
Cemetery Sales and Services	200,700		200,700	177,700
Sales & Services	546,000		546,000	548,000
Ambulance Services	1,380,000		1,380,000	1,300,000
Interest	55,000		55,000	46,000
Grants and Miscellaneous	195,800		195,800	214,307
Total Revenues	26,539,465	1,607,000	28,146,465	28,053,057
Transfers In	4,311,000		4,311,000	4,311,000
Total Revenues and Transfers In	30,850,465	1,607,000	32,457,465	32,364,057
Total Funds Available	36,995,294	1,607,000	38,602,294	39,584,531
Expenditures				
Personnel	21,702,978		21,702,978	21,286,388
Supplies	1,445,191		1,445,191	1,361,919
Maintenance	1,408,415		1,408,415	1,287,165
Utilities	1,439,656		1,439,656	1,405,800
Contract Wages	231,410		231,410	238,792
Technology Services	496,870		496,870	452,080
Debt Service	-		-	-
Contractual and Sundry Services	1,599,932		1,599,932	1,517,747
Vehicle Usage	1,419,140		1,419,140	1,414,329
Equipment and Buildings	269,513		269,513	257,794
Transfer Out to Other Funds	-	200,000	200,000	800,000
Transfer Out to Fleet Fund	889,075		889,075	889,075
Total Expenditures	30,902,180	200,000	31,102,180	30,911,089
Excess Revenues over Expenditures	(51,715)	1,407,000	1,355,285	1,452,968
Ending Fund Balance	\$ 6,093,114	\$ 1,407,000	\$ 7,500,114	\$ 8,673,442

City of Sherman
STREET REVOLVING FUND
2013 -2014 Annual Budget

	Budget 2013-2014	Amendment	Amended Budget 2013-2014	Projected 2013-2014
Beginning Fund Balance	\$ 451,296		\$ 451,296	\$ 451,123
Revenues				
Interest Income	1,200	-	1,200	750
Total Revenues	<u>1,200</u>	<u>-</u>	<u>1,200</u>	<u>750</u>
Total Funds Available	452,496	-	452,496	451,873
Expenditures	<u>-</u>	<u>50,100</u>	<u>50,100</u>	<u>50,100</u>
Ending Fund Balance	<u>\$ 452,496</u>	<u>\$ (50,100)</u>	<u>\$ 402,396</u>	<u>\$ 401,773</u>

City of Sherman
EMPLOYEE INSURANCE FUND
2013 -2014 Annual Budget

	Budget 2013-2014	Amendment	Amended Budget 2013-2014	Projected 2013-2014
Beginning Fund Balance	\$ 52,550		\$ 52,550	\$ (318,771)
Revenues				
Employer Contributions	4,202,000		4,202,000	3,935,000
Employee Contributions	620,000		620,000	892,000
Retiree Contributions	266,000		266,000	238,000
COBRA Contributions	8,000		8,000	8,000
Miscellaneous Revenue	-		-	57
Transfers In	200,000	400,000	600,000	1,250,000
Total Revenues	5,296,000	400,000	5,696,000	6,323,057
Total Funds Available	5,348,550	400,000	5,748,550	6,004,286
Expenditures				
Health Insurance Claims	4,400,000	1,050,000	5,450,000	5,300,000
Insurance Premiums & Cost	560,000		560,000	577,000
Life Insurance	45,000		45,000	50,000
Miscellaneous	25,000		25,000	25,000
Total Expenditures	5,030,000	1,050,000	6,080,000	5,952,000
Excess Revenues over Expenditures	266,000	(650,000)	(384,000)	371,057
Ending Fund Balance	\$ 318,550	\$ (650,000)	\$ (331,450)	\$ 52,286

City of Sherman
FLEET REPLACEMENT FUND
2013 -2014 Annual Budget

	Budget 2013-2014	Amendment	Amended Budget 2013-2014	Projected 2013-2014
Beginning Fund Balance	\$ 153,562			\$ 150,789
Revenues				
Transfers-In for Debt Serv	220,228		220,228	220,228
Transfer In for Equip Purchase	1,331,091		1,331,091	1,334,091
Interest	400		400	500
Miscellaneous	-		-	-
Total Revenues	1,551,719	-	1,551,719	1,554,819
Total Funds Available	1,705,281	-	1,551,719	1,705,608
Expenditures				
Debt Service	220,228		220,228	220,228
Equipment-General Fund	668,847	15,000	683,847	680,450
Equipment-Utility Fund	40,000		40,000	41,389
Equipment-Solid Waste Fund	622,244		622,244	621,473
Total Expenditures	1,551,319	15,000	1,566,319	1,563,540
Excess Revenues over Expenditures	400	(15,000)	(14,600)	(8,721)
Ending Fund Balance	\$ 153,962	\$ (15,000)	\$ (14,600)	\$ 142,068

City of Sherman
UTILITY FUND
2014 -2015 Annual Budget

	Adjusted Budget 2013-2014	Amendment	Amended Budget 2013-2014	Projected 2013-2014
Beginning Reserve	\$ 6,848,028		\$ 6,848,028	\$ 6,606,199
Revenues				
Water Revenues	12,132,000	99,000	12,231,000	12,231,000
Sewer Revenues	6,654,000	281,000	6,935,000	6,932,000
Laboratory Charges	125,100		125,100	132,000
Service & Penalties	494,000		494,000	542,000
Interest	16,000		16,000	11,000
Intergovernmental	453,092		453,092	878,092
Miscellaneous	85,700		85,700	215,000
Total Revenues	19,959,892	380,000	20,339,892	20,941,092
Transfers In	135,000		135,000	135,000
Total Revenues and Transfers In	20,094,892	380,000	20,474,892	21,076,092
Total Funds Available	26,807,920	380,000	27,187,920	27,682,291
Expenditures				
Personnel	4,742,293		4,742,293	4,812,976
Supplies	1,033,612		1,033,612	978,328
Maintenance & Repair	1,960,323		1,960,323	1,719,940
Utilities	2,675,900		2,675,900	2,359,360
Technology Services	67,730		67,730	61,690
Debt Service	4,695,608		4,695,608	4,625,508
Contract Wages	124,000		124,000	72,000
Contractual & Special Services	1,565,720		1,565,720	1,506,970
Vehicle Usage	282,110		282,110	262,753
Other	476,711		476,711	779,000
Capital Expenses	8,530		8,530	8,460
Total Expenditures	17,632,537	-	17,632,537	17,186,985
Transfers Out				
General Fund-Franch & Admin	1,643,000		1,643,000	1,643,000
General Fund-Other	2,057,000		2,057,000	2,057,000
Other Funds	1,400,000	200,000	1,600,000	1,805,000
Fleet	40,000		40,000	40,000
Total Transfers Out	5,140,000	200,000	5,340,000	5,545,000
Total Expenditures and Transfers Out	22,772,537	200,000	22,972,537	22,731,985
Excess Revenues over Expenditures	(2,677,645)	180,000	(2,497,645)	(1,655,893)
Ending Reserve	\$ 4,170,383	\$ 180,000	\$ 4,350,383	\$ 4,950,306



SHERMAN CITY COUNCIL

Agenda Communication Form

City Council Regular Meeting

Agenda Item No. C. 6.

Meeting Date: 09/15/2014

Prepared By: Robby Hefton, Assistant City Manager/CFO

Approved By: George Olson, City Manager

Caption:

*** RESOLUTION NO. 5884**

Adopting an Investment Policy for the City of Sherman

Issue:

Obtaining Council approval for revisions to the City of Sherman's Investment Policy

Background:

By law, the Council must annually review and adopt an investment policy that governs the investing of public funds by the City. The most recent revision to the Policy was in September 2013. The current changes bring our policy more in line with industry standards. The two most notable changes are to more clearly delineate the responsibilities of the Investment Committee and to adjust the portfolio limits to allow more flexibility in the current low interest rate environment. A copy of the proposed Policy was provided to the Investment Committee prior to this meeting.

Origination:

Finance Department

Financial Consideration:

There is no cost associated with changing the Policy.

Staff Recommendation:

Committee Recommendation

It is recommended that the Council approve the Policy as presented.

Alternatives:

The Council could offer additional changes to those recommended by the staff and the Investment Committee, subject to Public Funds Investment Act (PFIA) requirements.

Attachments

Resolution No. 5884

Memo to the Investment Committee dated September 3, 2014

Proposed Investment Policy FY 2014-2015

RESOLUTION NO. 5884

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS, ADOPTING AN INVESTMENT POLICY FOR THE CITY OF SHERMAN; FINDING AND DETERMINING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED WAS NOTICED AND IS OPEN TO THE PUBLIC AS REQUIRED BY LAW.

WHEREAS, Chapter 2256 of the Texas Government Code requires that all municipal investments shall be made in accordance with written policies approved by the governing body; and

WHEREAS, the investment policies must address liquidity, diversification, safety of principal, yield, maturity, and quality and capability of investment management; and

WHEREAS, the City of Sherman Investment Committee has proposed an investment policy which meets these goals;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS:

SECTION 1. That all prior investment policies of the City of Sherman are hereby revoked in their entirety.

SECTION 2. That the City of Sherman Investment Policy, attached hereto and made a part hereof for all purposes, is hereby adopted and shall now and hereafter govern the investment activity of the City of Sherman.

SECTION 3. That it is hereby officially found and determined that the meeting at which this resolution is passed is open to the public and that public notice of the time, place, and purpose of said meeting was given as required by law.

PASSED AND APPROVED on this the ____ day of _____, 2014.

CITY OF SHERMAN, TEXAS

BY: _____
CAROLYN S. WACKER, MAYOR

ATTEST:

BY: _____
LINDA ASHBY, CITY CLERK

**APPROVED AS TO FORM
AND CONTENT:**

**BY: _____
BRANDON S. SHELBY,
CITY ATTORNEY**



memorandum

DATE: Wednesday, September 3, 2014

TO: The Investment Committee
The Honorable Tom Watt, Council Member
The Honorable Jason Sofey, Council Member
George Olson, City Manager

FROM: Robby Hefton, Assistant City Manager/CFO 

SUBJECT: **Investment Policy Revisions**

Attached is a copy of the City's Investment Policy, including proposed changes to the existing Policy. The City is required by law to review its Investment Policy annually to ensure that the policy meets the City's needs with respect to managing its investment activities.

The Investment Officers are recommending a few changes to bring some of the policy provisions in line with industry standards. The two most notable of the changes are: 1) more clearly delineating the responsibilities of the Investment Committee, and 2) clarifying the portfolio limits for the portfolio, particularly the use of Certificates of Deposit. The change to portfolio limits was made to reflect the need to adjust to the current low interest rate environment. The change regarding portfolio limits will also have an effect on our quarterly investment reports, changes of which will be reflected on the next quarterly report.

Approval of this policy is scheduled for the September 15th City Council meeting. Please contact me prior to that meeting if you have any questions regarding the Policy or its related changes.

RH:pc

attachment (as stated above)

CITY OF SHERMAN INVESTMENT POLICY

September 2, 2014

1.0 Policy:

It is the policy of the City of Sherman, Texas to invest public funds in a manner which will provide the safest and most liquid opportunity with the highest investment return while meeting the daily cash flow demands of the City and conforming to the statutes governing the investment of public funds. This policy serves to satisfy the statutory requirements of defining and adopting a formal investment policy. The policy and strategy shall be reviewed by the Investment Committee and the City Council annually. Any modifications will be formally approved by the City Council. This investment policy, as approved, is in compliance with the provisions of the Public Funds Investment Act of the Texas Government Code Chapter 2256 (PFIA).

2.0 Scope:

This policy applies to all aspects of investing the financial assets of the City. These funds are accounted for in the City's Comprehensive Annual Financial Report and include: General Fund, Special Revenue Funds, Debt Service Funds, Capital Project Funds, Enterprise Funds, Trust and Agency Funds, and any new fund created by legislative body, unless specifically exempted or excluded. To maximize investment earnings, funds will be pooled and earnings allocated to the various funds based on their balances and in accordance with generally accepted accounting principles.

This policy shall not govern funds which are managed under separate investment programs in accordance with Section 2256.004 of the Public Fund ~~investment act~~ *Funds Investment Act*. Such funds currently include the Perpetual Care Cemetery and Mausoleum Fund, Deferred Compensation Fund and Bond Proceeds.

2.1 Perpetual Care Cemetery and Mausoleum Fund: This fund is governed by a trustee agreement and the provisions of Sections 712.021 - 712.029 of the Health and Safety Code. The investment decisions are the responsibility of the trustee. Therefore, this fund is excluded from this investment policy.

2.2 Deferred Compensation: The City's deferred compensation plan qualifies under Internal Revenue Service Section 457 and, therefore, is exempt from the Public Funds Investment Act and this policy.

2.3 Bond Proceeds: Funds received from the sale of general obligation bonds or certificates of obligation will be segregated and will be invested under a separate strategy.

3.0 Objectives:

The following are the primary investment objectives of the City of Sherman, in order of priority:

3.1 Safety: Safety of principal is the foremost objective of the City of Sherman's investment policy. Safety is defined as the undiminished return of the principal of the City's investments and deposits. Investment officers must have an adequate understanding of the suitability of individual investment instruments in light of the City's financial needs. This understanding is gained through experience of the investment officers and through training designed to increase the expertise of the investment officers.

3.2 Liquidity: Liquidity is important to insure sufficient cash to meet all operating requirements. A liquid investment is one that can be easily and quickly converted into cash without a substantial loss of value.

3.3 Public Trust: All participants in the City's investment process shall perform their duties at the highest level of public trust. Investment officers shall avoid any transaction that might impair public confidence in the City's ability to govern effectively.

3.4 Yield: For the City of Sherman, the yield objective is secondary to those of safety and liquidity. Yield is defined as the rate of annual income return on an investment, expressed as a percentage. The one-year Constant Maturity Treasury rate or other Treasury-based rate which corresponds to the approximate weighted average of the portfolio will be a benchmark to promote a better understanding of portfolio performance.

4.0 Standards of Care:

Persons who act in good faith and in compliance with this policy shall be relieved of any personal liability arising from the investment activities of the City of Sherman.

4.1 Prudence: Investments shall be made with judgment and care, under prevailing circumstances, that a person of prudence, discretion, and intelligence would exercise in the management of the persons' own affairs, not for speculation, but for investment, considering the probable safety of capital and the probable income to be derived.

In determining whether an investment officer has exercised prudence with respect to an investment decision, the determination shall be made taking into consideration: (1) the investment of all funds under the City's control, over which the officer had responsibility rather than a consideration as to the prudence of a single investment; (2) whether the investment decision was consistent with this written investment policy of the City of Sherman; and (3) whether the decision might have impaired public confidence in the City's ability to govern effectively.

4.2 Ethics: Investment officers shall refrain from any activity that conflicts, or appears to conflict, with the officer's proper execution of the investment program or which could impair the officer's ability to make impartial investment decisions.

4.3 Conflicts of Interest: Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with proper execution of investment programs, or which could impair their ability to make impartial investment decisions. Employees and investment officers shall disclose to the Texas Ethics Commission and the City Manager, and the City Manager discloses to the City Council if:

- a) The officer has a personal business relationship with a business organization offering to engage in an investment transaction with the City; or
- b) The officer is related within the second degree by affinity ~~of~~ *or* consanguinity, as determined under Chapter 573 of the Texas Government Code, to an individual seeking to transact investment business with the City.

4.4 Delegation of Authority: As originally granted by Resolution 3230, dated September 11, 1995, and modified by Resolution 5065 on August 20, 2007, the daily operation and management of the City of Sherman's investments are the responsibility of the following persons:

- a) Investment Officers: The City Manager shall name two investment officers from among the employees with the following job titles: City Manager, Assistant City Manager/Chief Financial Officer (CFO), and Controller. The investment officers are authorized to deposit, withdraw, invest, transfer, or manage in any other manner funds of the City of Sherman. Investment officers must disclose any business or personal relationships with business organizations offering to engage in an investment transaction with the City according to ~~section~~ *Section* 2256.005.
- b) Investment Committee: The Investment Committee shall consist of the City Manager and two members of the City Council as appointed by the Council. ~~The committee shall provide guidance on investment matters. Also, The committee shall annually approve the list of approved brokers, dealers and financial institutions, review and approve revisions to this policy, recommend investment strategies within this policy, and monitor investment results, controls, and compliance with this policy.~~ The approved list of broker, dealers and financial institutions is in Appendix B.
- c) Other Investment Authorizations: The Accounting Assistant, Accountant and Chief Accountant are also authorized to deposit funds into the bank depository.

4.5 Quality and Capability of Investment Management: Recognizing that the investment officers of the City have many other duties and that they may lack formal education in investing, this policy allows the City to use only the more basic and easily understood types of investments available to local governments.

4.6 Training of Investment Officers: All investment officers of the City shall attend an investment training session not less than once in a two-year period beginning on October 1st and consisting of the next two consecutive years, and receive not less than ten hours of instruction from an independent source approved by the City Council or the Investment Committee. Approved sources include the Government Finance Officers Association (GFOA), the Governmental Finance Officers Association of Texas (GFOAT), the Government Treasurers' Organization of Texas (GTOT), the University of North Texas Center for Public Management, and the Texas Municipal League.

5.0 Strategies:

The investment strategy is the logical product of the investment objectives. As such, it emphasizes low credit risk, diversification, and the management of maturities. The strategy also takes into account the expertise and time constraints of the investment officers. The allowable investments listed in Section 7 of this policy reflect the avoidance of credit risk. Diversification refers to dividing investments among a variety of securities offering independent returns. The management of maturities refers to structuring the maturity dates of the direct investments so that, while funds are initially invested for a longer period of time, some investments mature at regularly-recurring intervals.

A basic strategy governs the investment of all funds under this policy. A separate strategy applies to the investment of bond proceeds.

5.1 Depository Bank: Funds at the depository bank are to be managed to a level that minimizes the cost of the relationship to the City. In instances where the depository contract allows for the payment of fees by maintaining balances at the depository, every effort is to be made to minimize the amount of money held at the depository in excess of that needed to compensate the bank for its services. Concerns about safety are to be addressed by the pledging requirements of the depository, in accordance with state law. This strategy specifies that sufficient funds to support daily operations are maintained in the depository bank, but that any funds in excess of that are held to a minimum. In accordance with the Financial Institutions Reform, Recovery, and Enforcement Act of 1989 (FIRREA), the City will require that the bank's board of directors or a designated committee approve the depository agreement, including the pledge of collateral to secure with bank's obligations with respect to the deposits maintained at the bank by the City.

5.2 Other Financial Institutions: The City may invest in certificates of deposit with maturities of five years or less with a bank other than the Depository Bank. A laddered maturity strategy is used for these instruments and only funds whose expenditure is not anticipated during the term of the certificate are invested.

5.3 Investment Pools: An investment pool is an entity created to invest public funds jointly on behalf of the entities that participate in the pool and whose investment objectives in order of priority are safety, liquidity, and yield. Funds are usually available from investment pools on a next day basis, meaning the pools have a high degree of liquidity. Because of the size and expertise of their staffs, investment pools are able to prudently invest in a variety of the investment types allowed by state law. In this manner, investment pools achieve diversification. Funds that may be needed on a short-term basis but that are in excess of the amount maintained at the depository bank are available for deposit in investment pools.

5.4 Direct Investments: The City of Sherman purchases securities of the U.S. Treasury, U.S. Agencies, and direct obligations of this state, its agencies, Counties, Cities and other political subdivisions in the secondary market and in the primary market in the case of new issue offerings. For purposes of this policy, the term "U. S. Agencies" shall include obligations, including letters of credit, of the United States or its agencies and instrumentalities. The City employs a laddered maturity strategy for these instruments. With that method, some investments reach maturity at regularly-recurring intervals, enhancing liquidity. The investment officers

must give consideration to the over-all liquidity of the portfolio before making a direct investment. Additionally, the City occasionally purchases a U. S. Treasury or Agency security with maturities as long as five years. See Section 5.5 below.

5.5 Hold until Maturity: The strategy of the City is to maintain enough liquidity in its portfolio that it never needs to sell a security. This will protect the principal of the investment against market risk. Should it become necessary to sell a security prior to maturity, the prior written consent of the City Manager must be obtained.

5.6 Investment of Reserve Funds: Up to one-third of the funds held in reserve are available for investment in Treasury or Agency securities with remaining maturities up to five years.

5.6 5.7 Separate Strategy for Bond Proceeds: Proceeds from the sale of general obligation bonds or certificates of obligation will be segregated from the other investments of the City. The basic intent is to match the availability of funds to the cash requirements of the capital projects. Therefore, the maturity limits of Section 9-0 7.7 do not apply. The following investments are available for this strategy: treasury securities, demand deposits, certificates of deposit, and investment pools. Ten percent of anticipated costs of the projects must be kept in demand deposits or pooled investments to cover unanticipated cash demands. The remaining proceeds are to be invested so as to match anticipated demands for cash. Except for the requirement for demand deposits or investment pools above, there is no restriction on the percentage of the bond proceeds that may be invested in any authorized investment vehicle.

6.0 Authorized Financial Dealers and Institutions:

6.1 Approved List of Investment Service Providers: All banking services will be governed by the depository contract. In addition, the Assistant City Manager/Chief Financial Officer shall maintain a list of security brokers, dealers, financial institutions, and investment pools that are authorized by the Investment Committee and the City Council. To be eligible to be approved to do business with the City of Sherman, a seller of securities or financial institution must be a primary dealer, a regional dealer that qualifies under SEC Rule 15C3-1, or be regulated by Federal banking authorities. ~~To be eligible to be approved to do business with the City of Sherman, or an investment pool must that meets all the requirements of State law.~~ More details on investment pool qualifications are listed in Section 7-5 7.4. Annually, the Investment Committee must review, revise and adopt a list of qualified brokers and financial institutions that are authorized to engage in investment transactions with the City. The approved list of financial institutions and broker/dealers can be found in Appendix B.

6.2 Acknowledgment of Investment Policy: A written copy of this investment policy shall be presented to any person or firm seeking to sell to the City any investment. A qualified representative of the business organization seeking to sell an investment shall execute a written instrument substantially to the effect that the registered principal has: (1) received and thoroughly reviewed the City's investment policy; and (2) acknowledged that the organization has implemented reasonable procedures and controls in an effort to preclude imprudent investment activities arising out of investment transactions conducted between the City and the organization. The City's investment officers are expressly prohibited from buying any security

from a person or firm which has not delivered a document that complies with the requirements of this section of the investment policy to the City.

7.0 Authorized Investments, Including Diversification Limits and Maximum Maturities:

Following is a list of investments that are authorized by this policy for inclusion in the City of Sherman's portfolio of investments. Also shown are the target and maximum percentages (portfolio cap) of that type of security and the maximum maturity that is allowable.

7.1 Certificates of Deposit: These investments are permitted if invested through a broker or depository institution that has its main office or a branch office in this state and is eligible under Section 2256.010 of the Public Funds Investment Act.

7.2 Obligations of the United States Treasury: United States Treasury Bills, Notes and Bonds are authorized investments of the City of Sherman. For purposes of collateral against the City's investments, the maximum length of remaining maturity may be fifteen years, as long as the total market value of the securities pledged against the City's investments always exceeds those investments.

7.3 Obligations of Agencies or Instrumentalities of the United States: United States Agency securities, or other obligations, are authorized investments of the City provided that they are unconditionally guaranteed or insured by, or backed by the full faith and credit of the United States or its respective agencies and instrumentalities. For purposes of collateral against the City's investments, the maximum length of remaining maturity may be fifteen years, as long as the total market value of the securities pledged against the City's investments always exceeds those investments.

7.4 Investment Pools: Public funds investment pools which have been created to function as a money market mutual fund are authorized investments of the City provided that they meet the following criteria: (1) they are continuously rated no lower than AAA or AAA-m or at an equivalent rating by at least one nationally recognized rating service; (2) they mark their portfolio to market daily; (3) they maintain a stable net asset value of no less than .995 and no more than 1.005; (4) they limit their investments to those allowable to local governments by state law; and, (5) they meet or exceed the initial and monthly disclosure requirements of applicable state law. Deposits in investment pools that contain commercial paper are not authorized.

7.5 Repurchase Agreements; Bankers' Acceptances: These investment options are authorized for the City of Sherman only to the extent that they are contained in the portfolios of approved public funds investment pools in which the City invests. The direct investment in repurchase agreements and bankers' acceptances by the City of Sherman is not authorized. However, indirect investment in repurchase agreements by the City's depository under a sweep arrangement is allowable for purposes of this policy.

7.6 Direct Obligations of this State, its agencies, Counties, Cities and other political subdivisions: State agency means an office, department, commission, board or other agency that is part of any branch of state government, an institution of higher education, and any nonprofit corporation acting on behalf of any of those entities rated no lower than A or at an equivalent rating by at least one nationally recognized rating service.

7.7 Diversification Limits and Maximum Maturities: *The City will diversify the portfolio at all times to ensure the reduction of risk while still maintaining reasonable rates of return and ensuring an adequate amount of liquidity. With the exception of authorized pools, no more than 50% of the total investment portfolio will be invested in a single security type, such as U.S. Agencies, U.S. Treasuries, obligations of the State of Texas and its subdivisions, Certificates of Deposits, etc.*

The City will not invest in securities maturing more than five years from the date of purchase. The maximum average dollar-weighted maturity shall be 500 days.

	Target Investment Level	Portfolio Cap	Maximum Maturity
Demand Deposits		100%	
Certificates of Deposit	25%	30%	5 years
U.S. Treasury Obligations	80%	85%	5 years
U.S. Agency Obligations	45%	50%	5 years
Investment Pools	45%	50%	
State of Texas Obligations	45%	50%	5 years

8.0 Prohibited Securities:

8.1 Allowed by State Law but Prohibited by This Policy: The following instruments are eligible for investment by local governments according to state law, but have been intentionally prohibited for the City by this policy: collateralized mortgage obligations; obligations of other states and their agencies, counties, cities, and other political subdivisions; bonds issued by the State of Israel; securities lending programs; guaranteed investment contracts; mutual funds; commercial paper; and investment pools except those pools which are created to function as money market mutual funds. This prohibition is in view of the time constraints on and the expertise level of the investment officers.

8.2 Expressly Prohibited by State Law and This Policy: The following securities are expressly prohibited by state law and this policy: (1) obligations whose payment represents the coupon payments on the outstanding principal balance of the underlying mortgage-backed security collateral and pays no principal; (2) obligations whose payment represents the principal stream of cash flow from the underlying mortgage-backed security collateral and bears no interest; (3) collateralized mortgage obligations that have a stated final maturity date of greater than 10 years; and (4) collateralized mortgage obligations the interest rate of which is determined by an index that adjust opposite to the changes in a market index (inverse floaters).

9.0 Limits on Maturity of Entire Portfolio:

~~The following limits on the maturities of investments apply to the City's entire investment portfolio, except for the bond proceeds. The funds on deposit at the bank depository are excluded in the calculation of these percentages:—~~

Available within 1 year _____ At least 50% of the portfolio
Available within 5 years _____ 100% of the portfolio

~~For the City portfolio, excluding any bond proceeds, the maximum average dollar-weighted maturity shall be 500 days.~~

10.0 9.0 Collateralization:

In accordance with Chapter 2257 of the Texas Government Code and the depository contract, all demand deposits and all time deposits will be collateralized by the pledging of investment securities or by letters of credit from Federal Home Loan Bank. If securities are used as collateral, the CFO or his designee must approve the security prior to its pledging. Pledged securities shall always be held by a third party and evidenced by a current safekeeping receipt.

11.0 10.0 Safekeeping:

All investment transactions, other than those with investment pools, shall be conducted on a delivery-versus-payment basis. Securities shall be held by a third party custodian and evidenced by current safekeeping receipts.

12.0 11.0 Internal Control:

The CFO shall establish a system of internal controls designed to prevent the loss of public funds due to fraud, error, misrepresentation, unanticipated market changes, or imprudent actions. The system shall contain, but is not limited to, the following items:

12.1 11.1 Competitive Bids: Generally, securities will be purchased using competitive offerings. The CFO or his designee shall make their best effort to obtain at least three offers from firms listed on the approved list of brokers and dealers. Offers shall be in writing and may be delivered to the City in person, or by fax or email. The award shall be on the basis of the best value to the City. Records of the offers and award shall be maintained by the CFO's office, or the office of his designee.

The City recognizes that a competitive offering process is not always necessary or is not always in the best interest of the City. Accordingly, new issue offerings may be purchased directly from an approved broker/dealer in the primary market.

12.2 11.2 Delivery-Versus-Payment: The safekeeping agent must receive all investments, other than investment pool funds, before funds are released for their purchase.

12.3 11.3 Compliance Audit: In conjunction with its annual financial audit, the City shall require a compliance audit of management controls on investments and adherence to this policy.

12.4 11.4 Collateral: Evidence of pledged collateral shall be maintained by the Chief Financial Officer or his designee. Collateral shall be reviewed weekly to assure that the market value of the pledged securities is adequate.

~~12.5~~ 11.5 Other Components: Internal control shall address separation of transaction authority from accounting and recordkeeping, clear delegation of authority to subordinate staff members, and written confirmation of transaction for investments and wire transfers.

Other sections of this policy contain aspects of internal control procedures. These include holding securities until maturity, providing adequate training for all investment officers, requiring vendors to meet minimum qualifications before selling securities to the City, disclosing personal or business relationships between investment officers and vendors, and regular reporting of investments to the City Council.

13.0 12.0 Valuation:

The market value of each investment in the City's portfolio will be calculated quarterly, on the following basis:

~~13.1~~ 12.1 Investment Pools: Monthly statements are received from the investment pools which show the amount on deposit and the market value of the pool as a percentage of the book value. The market value of the investment pools will be the product of these two figures.

~~13.2~~ 12.2 Treasury Notes: The market value of Treasury Notes will be obtained from the City's third-party securities custodian.

~~13.3~~ 12.3 Treasury Bills: The market value of Treasury Bills will be obtained from the City's third-party securities custodian.

~~13.4~~ 12.4 Agencies of the United States and the State of Texas: The market value of Agency securities will be obtained from the City's third-party securities custodian.

14.0 13.0 Credit Ratings:

The credit rating of each investment in the City's portfolio will be determined quarterly from Standard and Poor's. All prudent measures will be taken to liquidate an investment that is downgraded to less than the required minimum rating.

15.0 14.0 Performance Standards:

For each of the City's investment objectives, following are the performance standards:

~~15.1~~ 14.1 Safety: All investment principal is maintained.

~~15.2~~ 14.2 Liquidity: Sufficient cash is maintained or can be generated to pay all current obligations without selling direct securities or incurring loss of principal.

~~15.3~~ 14.3 Yield: Yield on the portfolio of City funds, excluding demand deposits at the bank depository, should approximate the Treasury-based yield having similar weighted-average maturities.

16.0 15.0 Reporting:

No less than quarterly, the investment officers shall prepare, sign, and present to the City Council a report of the City's investments in compliance with section 2256.023 of the Public Funds Investment Act.

17.0 16.0 Investment Policy Adoption and Revision:

The City Council shall adopt the written investment policy by resolution. Annually the City Council shall review the investment policy and strategy. Revisions to the policy shall be made by City Council resolution.

APPENDIX A

GLOSSARY OF COMMON TREASURY TERMINOLOGY

Agencies: Federal agency securities.

Amortized cost: Cost of investments adjusted for amortized premiums and discounts.

Asked: The price offered for securities.

Bid: The price offered by a buyer of securities.

Book value: A term synonymous with amortized cost.

Broker: A broker brings buyers and sellers together for a commission paid by the initiator of the transaction or by both sides; he does not position. In the money market, brokers are active in markets in which banks buy and sell money and in interdealer markets.

Certificate of Deposit (CD): A time deposit with a specific maturity evidenced by a certificate. Large-denomination CD's are typically negotiable.

Collateral: Securities, evidence of deposit or other property which a borrower pledges to secure repayment of a loan. Also refers to securities pledged by a bank to secure deposits of public monies.

Commercial Paper (CP): An unsecured short-term promissory note issued by corporations, with maturities ranging from 2-270 days.

Coupon: (a) the annual rate of interest that a bond's issuer promises to pay the bondholder on the bond's face value. (b) A certificate attached to a bond evidencing interest due on a payment date.

Credit Risk: The risk of loss of principal and interest due to a failure of the security or broker.

Dealer: A dealer, as opposed to a broker, acts as a principal in all

transactions, buying and selling for his own account.

Debenture: A bond secured only by the general credit of the issuer.

Delivery versus Payment: There are two methods of delivery of securities: delivery versus payment and delivery versus receipt (also called free). Delivery versus payment is delivery of securities with an exchange of money for the securities. Delivery versus receipt is delivery of securities with an exchange of a signed receipt for the securities.

Discount: The difference between the cost price of a security and its value at maturity when quoted at lower than face value. A security selling below original offering price shortly after sale also is considered to be at a discount.

Discount Securities: Non-interest bearing money market instruments that are issued at a discount and redeemed at maturity for full face value, e.g., U.S. Treasury bills.

Diversification: Dividing investment funds among a variety of securities offering independent returns.

Federal Credit Agencies: Agencies of the Federal government set up to supply credit to various classes of institutions and individuals, e.g., S&L's, small business firms, students, farmers, farm cooperatives, and exporters.

Federal Deposit Insurance Corporation (FDIC): A federal agency that insures bank deposits, currently up to \$100,000 per deposit.

Federal Funds Rate: The rate of interest at which Fed funds are traded. This rate is currently pegged by the Federal Reserve through open-market operations.

Federal Home Loan Banks (FHLB): The institutions that regulate and lend

savings and loan associations. The Federal Home Loan Banks play a role analogous to that played by the Federal Reserve Banks vis-a-vis member commercial banks.

Federal National Mortgage Association (FNMA): FNMA, like GNMA, was chartered under the Federal National Mortgage Association Act in 1938. FNMA is a federal corporation working under the auspices of the Department of Housing and Urban Development, H.U.D. It is the largest single provider of residential mortgage funds in the United States. Fannie Mae, as the corporation is called, is a private stockholder-owned corporation. The corporation's purchases include a variety of adjustable mortgages and second loans in addition to fixed-rate mortgages. FNMA's securities are also highly liquid and are widely accepted. FNMA assumes and guarantees that all security holders will receive timely payment of principal and interest.

Federal Open Market Committee (FOMC): Consists of seven members of the Federal Reserve Board and five of the twelve Federal Reserve Bank Presidents. The President of the New York Federal Reserve Bank is a permanent member while the other Presidents serve on a rotating basis. The Committee periodically meets to set Federal reserve guidelines regarding purchases and sales of Government Securities in the open-market as a means of influencing the volume of bank credit and money.

Federal Reserve System: The central bank of the United States created by Congress and consisting of a seven member Board of Governors in Washington, D.C. 12 regional banks and about 5,700 commercial banks that are members of the system.

Government National Mortgage Association (GNMA or Ginnie Mae): Securities guaranteed by GNMA and issued by mortgage bankers, commercial banks, savings and loan associations,

and other institutions. Security holder is protected by full faith and credit of the U.S. Government, Ginnie Mae securities are backed by FHA, VA or FMHM mortgages. The term pass-through is often used to describe Ginnie Maes.

Laddered Portfolio: Investment portfolio with securities in each maturity range (e.g. monthly) over a specified period of time.

Liquidity: A liquid asset is one that can be converted easily and rapidly into cash without a substantial loss of value. In the money market, a security is said to be liquid if the spread between bid and asked prices is narrow and reasonable size can be done at those quotes.

Local Government Investment Pool (LGIP): The aggregate of all funds from political subdivisions that are placed in custody for investment and reinvestment.

Market Risk: The risk that the market value and interest earnings of an investment or a portfolio will fall due to changes in general interest rates.

Market Value: The price at which a security is trading and could presumably be purchased or sold.

Master Repurchase Agreement: To protect investors, many public investors will request that repurchase agreements be preceded by a master repurchase agreement between the investor and the financial institution or dealer. The master agreement should define the nature of the transaction, identify the relationship between the parties, establish normal practices regarding ownership and custody of the collateral securities during the term of the investment, provide remedies in the case of default by either party and clarify issues of ownership. The master repurchase agreement protects the investor by eliminating the uncertainty of ownership and hence, allowing investors to liquidate collateral if a bank

or dealer defaults during the term of the agreement.

Maturity: The date upon which the principal or stated value of an investment becomes due and payable.

Money Market: The market in which short-term debt instruments (bills, commercial paper, bankers' acceptances, etc.) are issued and traded.

Offer: The price asked by a seller of securities.

Open Market Operations: Purchases and sales of government and certain other securities in the open market by the New York Federal Reserve Bank as directed by the FOMC in order to influence the volume of money and credit in the economy. Purchases inject reserves into the bank system and stimulate growth of money and credit; sales have the opposite effect. Open market operations are the Federal Reserve's most important and most flexible monetary policy tool.

Portfolio: Collection of securities held by an investor.

Primary Dealer: A group of government securities dealers that submit daily reports of market activity and positions and monthly financial statements to the Federal Reserve Bank of New York and are subject to its informal oversight. Primary dealers include Securities and Exchange Commission (SEC) registered securities broker-dealers, banks and a few unregulated firms.

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

Qualified Public Depositories: A financial institution which does not claim exemption from the payment of any sales or compensating use or ad valorem taxes under the laws of this state, which has segregated for the benefit of the commission eligible collateral having a value of not less than its maximum liability and which has been approved by the Public Deposit Protection Commission to hold public deposits.

Rate of Return: The yield obtainable on a security based on its purchase price or its current market price. This may be the amortized yield to maturity on a bond or the current income return.

Repurchase Agreement (RP or REPO): A holder of securities sells these securities to an investor with an agreement to repurchase them at a fixed price on a fixed date. The security "buyer" in effect lends the "seller" money for the period of the agreement, and the terms of the agreement are structured to compensate him for this. Dealers use RP extensively to finance their positions. Exception: When the Fed is said to be doing RP, it is lending money, that is, increasing bank reserves.

Safekeeping: A service to customers rendered by banks for a fee whereby securities and valuables of all types and descriptions are held in the bank's vaults for protection.

Secondary Market: A market made for the purchase and sale of outstanding issues following the initial distribution.

Securities & Exchange Commission: Agency created by Congress to protect investors in securities transactions by administering securities legislation.

Treasury Bills: A non-interest bearing discount security issued by the U.S. Treasury to finance the national debt. Most bills are issued to mature in three months, six months or one year.

Treasury Bonds: Long-term U.S. Treasury securities having initial maturities of more than ten years.

Treasury Notes: Intermediate term coupon bearing U.S. Treasury securities having initial maturities from one to ten years.

Unrealized Gains (Losses): Increases (decreases) in the value of investments representing the difference between the amortized cost of the investments and their current market value. Increases (decreases) in value are caused primarily by changes in market interest rates subsequent to purchasing investments.

Weighted Average Rate of Return: Rate of return calculated based on

interest earnings and the length of actual holding for each individual security.

Yield: The rate of annual income return on an investment, expressed as a percentage. (a) **Income Yield** is obtained by dividing the current dollar income by the current market price of the security. (b) **Net Yield** or **Yield to Maturity** is the current income yield minus any premium above par or plus any discount from par in purchase price, with the adjustment spread over the period from the date of purchase to the date of maturity of the bond.

Yield: The rate of annual income return on investment, expressed as a percentage.

APPENDIX B

APPROVED LIST OF BROKER/DEALERS AND FINANCIAL INSTITUTIONS

BOSC, Inc.
Sherman, TX

First Southwest Company
Dallas, TX

First Public, LLC
Austin, TX

Vining Sparks
Frisco, TX

SAMCO Capital Markets
Dallas, TX

Coastal Securities, Inc.
Houston, TX

First Empire Securities
Hauppauge, NY

TexPool Participant Services
Dallas, TX

TexStar Participant Services
Dallas, TX

Landmark Bank
Sherman, TX



SHERMAN CITY COUNCIL

Agenda Communication Form

City Council Regular Meeting

Agenda Item No. D. 1.

Meeting Date: 09/15/2014

Prepared By: Mark Gibson, Director of Utilities

Approved By: George Olson, City Manager

Caption:

*** REQUEST TO ADVERTISE**

Gallagher Water Tower Painting and Repair

Issue:

Consider a request to advertise for bid(s) to repair and repaint the Gallagher Elevated Water Storage Tank

Background:

The Gallagher Elevated Water Storage Tank is in need of structural repair and repainting. A project is contained in the 2014-2015 Utility Services Capital Improvement Program (CIP) to repair and repaint the tank.

Origination:

Utilities Administration

Financial Consideration:

Funds for repair and repainting of the tank are available in the Utility Fund CIP. Cost for advertising is expected to be less than \$200.00.

Staff Recommendation:

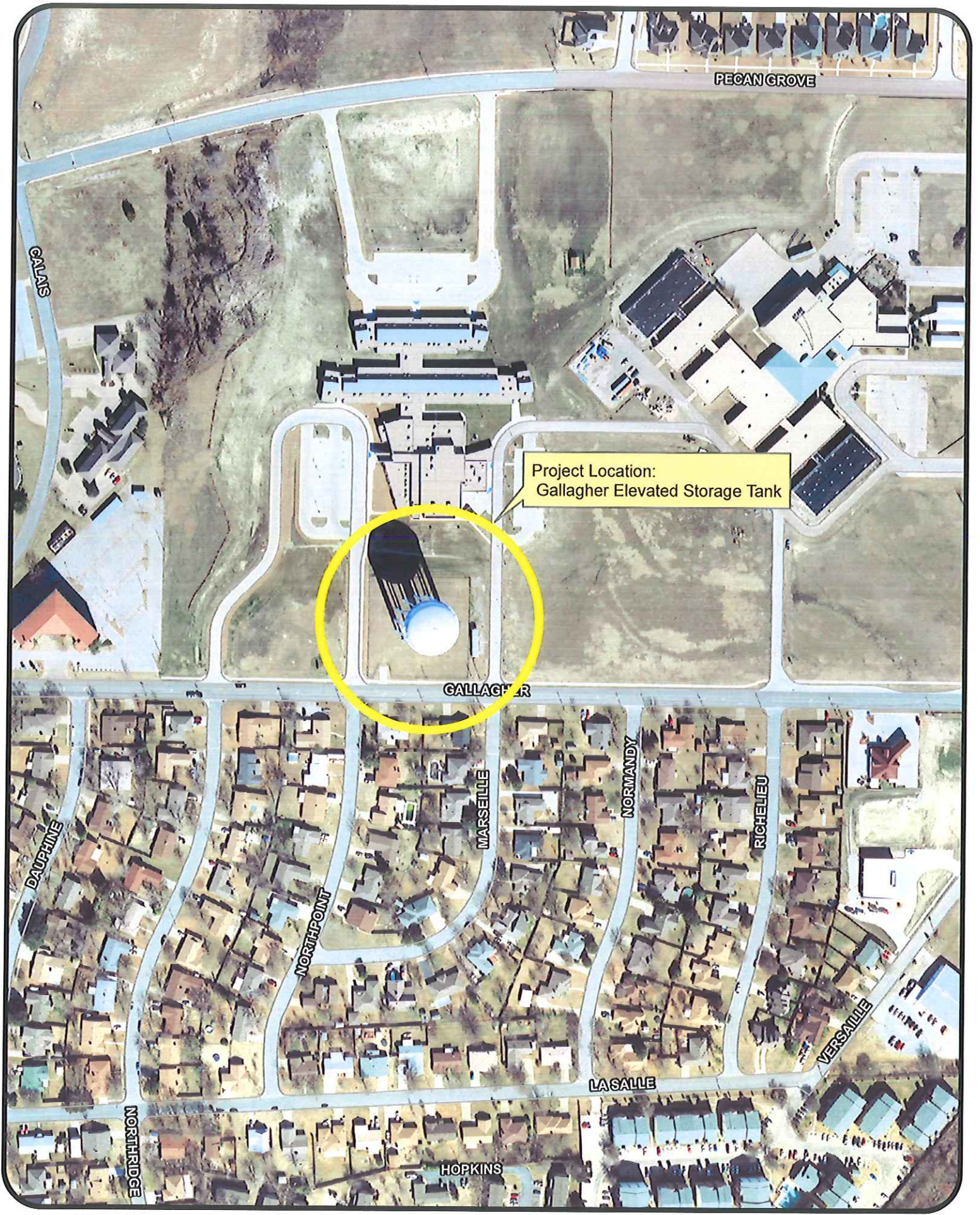
It is recommended that the City Council approve this request to advertise for bid(s) to repair and repaint the Gallagher Elevated Water Storage Tank.

Alternatives:

As may be directed by the City Council

Attachments

Location Map





SHERMAN CITY COUNCIL

Agenda Communication Form

City Council Regular Meeting

Agenda Item No. E. 1.

Meeting Date: 09/15/2014

Prepared By: Don Keene, Director of Community and Support Services

Approved By: George Olson, City Manager

Caption:

OTHER BUSINESS

Consider Request of the Austin College Kappa Gamma Chi to Temporarily Close Certain Streets for the 2014 'Roo Run on Saturday, October 18, 2014 with a Rain Date of Saturday, November 1, 2014

Issue:

Austin College Kappa Gamma Chi has submitted a request to close certain streets surrounding the Austin College campus for the 2014 'Roo Run beginning at 8:30 a.m. on Saturday, October 18, 2014 with a Rain Date of Saturday, November 1, 2014

Background:

The Austin College Kappa Gamma Chi is sponsoring the Annual 5K 'Roo Run on Saturday, October 18th. The activities will begin at 8:30 a.m. and will follow the route outlined on the attached map.

Origination:

Cathryn Yarbrough, Austin College Kappa Gamma Chi 'Roo Run Service Chair

Financial Consideration:

City labor and equipment to provide traffic control assistance and implement barricade placement and removal will be required.

Staff Recommendation:

It is recommended that the City Council approve this request and authorize the necessary assistance to accommodate the event.

Alternatives:

As recommended by the City Council

Attachments

[2014 Roo Run Request Letter](#)

[2014 Roo Run Route Map](#)

[2014 Roo Run Agenda](#)

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

From: Cathryn S. Yarbrough [mailto:cyarbrough13@austincollege.edu]
Sent: Thursday, September 04, 2014 10:21 PM
To: Davis, Sheila
Subject: RE: Request Letter Roo Run

"Good Morning,

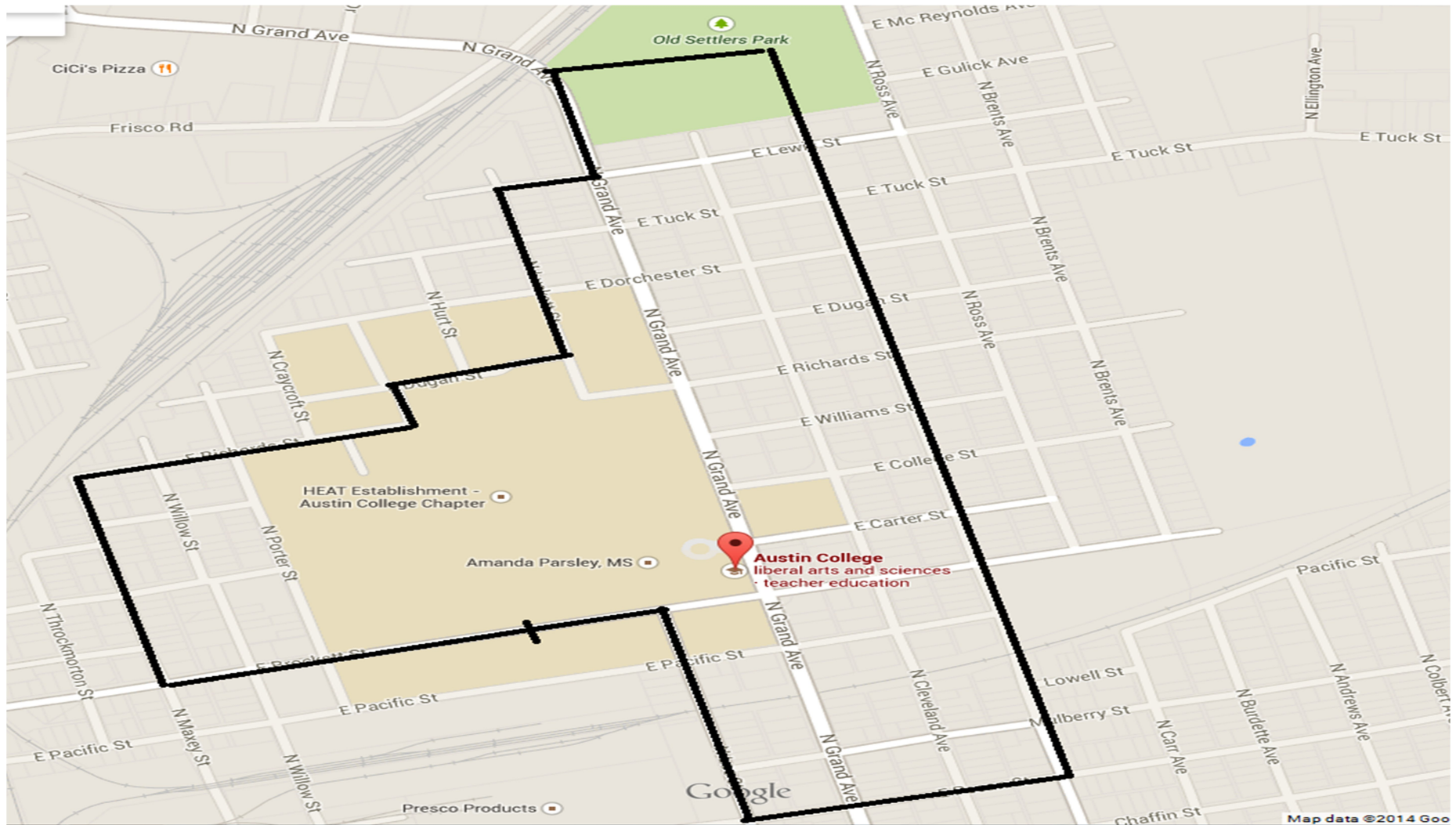
My name is Cathryn Yarbrough with the Sorority Kappa Gamma Chi at Austin College in Sherman, Texas. I am an incoming sophomore and have been given the title of Service Chair from my organization. For the past 24 years we have done a service project titled "Roo Run" which is a 5k that benefits a local organization of our choice. This year we have chosen to partner with "Women Rock!" which benefits for an early breast cancer treatment.

My request proposes that our event date is Saturday, October 18th 2014 on our campus at Austin College, and in the surrounding streets (a map has been provided). This event requires minimal assistance from the city aside from assistance in blocking off running lanes beginning at 8:30 AM and ensuring the safety of our runners until approximately 11:30PM. Attached to this statement is a tentative agenda. If there are any remaining questions, comments, or concerns- my contact information is kapparooorun@gmail.com or cyarbrough13@austincollege.edu and my phone number is 361-332-8654. Our president is Stephanie Ornales, and her phone number is 714-376-8932. There is a lot of potential for this event, and with the approval of city council we may be able to make this the best year yet.

Thank you so much for your consideration,

Cathryn Yarbrough
Student Assembly Representative
Kappa Gamma Chi Service Chair 2014-2015
Class of 2017"

2014 AUSTIN COLLEGE ROO RUN



Directions from Ida Green Driveway at 1201 E. Brockett

- East on Brockett to Lee
- South on Lee to Pecan
- East on Pecan to Harrison
- North on Harrison to Old Settlers Park
- West on Old Settlers Park Drive, Exiting Park at West Gate and under Grand Ave. Viaduct
- South on Grand to Lewis
- West on Lewis to Lockett

- South on Lockett St to Dugan
- West on Dugan to Bledsoe
- South on Bledsoe to Richards
- West on Richards to Maxey
- South on Maxey to Brockett
- East on Brockett back to IGCC Driveway

2014 Roo Run Agenda
Cathryn Yarbrough
Kappa Gamma Chi Service Chair

6:30: set up
8:00 registration begins
8:30-9:00 first wave of runners
9:15-9:45 second wave of runners
10:00- 10:15 buffer period for workers and runners; set up runners
10:30 - food served
10:45 - awards begin
11:00- another raffle
11:15 - another raffle
11:30- final raffle
11:45- final awards given
12:00 wrap up
12:30 begin cleaning....



SHERMAN CITY COUNCIL

Agenda Communication Form

City Council Regular Meeting

Agenda Item No. E. 2.

Meeting Date: 09/15/2014

Prepared By: Scott Shadden, Director of Developmental Services

Approved By: George Olson, City Manager

Caption:

*** OTHER BUSINESS**

Final Plat Approval of Sherman Carwash Addition, being 3.127 acres in the Hillard Jennings Survey, Abstract No. 639; Ibrahim Abu Sarris Family, LP, Owner; Brad Andrus, Prospective Buyer; Homeyer Engineering, Inc., Engineers; and Underwood Drafting & Surveying, Surveyors (3600 Block of Loy Lake Road and the 900 Block of East Pecan Grove Road)

Issue:

To consider Final Plat approval of Sherman Carwash Addition; being 3.127 acres in the Hillard Jennings Survey, Abstract No. 639

Background:

The property is located in the 3600 block of Loy Lake Road and the 900 block of East Pecan Grove Road between Pecan Grove Road and Sara Swamy Drive. The owner would like to plat the property into two lots for commercial development.

Origination:

Ibrahim Abu Sarris Family, LP (Owners)
Brad Andrus (Prospective Buyer)
Homeyer Engineering, Inc. (Engineers)
Underwood Drafting & Surveying (Surveyor)

Financial Consideration:

None

Staff Recommendation:

At the August 19, 2014 regular meeting, the Planning & Zoning Board voted unanimously to recommend to the City Council that the Final Plat be approved subject to the Staff Review Letter.

Alternatives:

None

Attachments

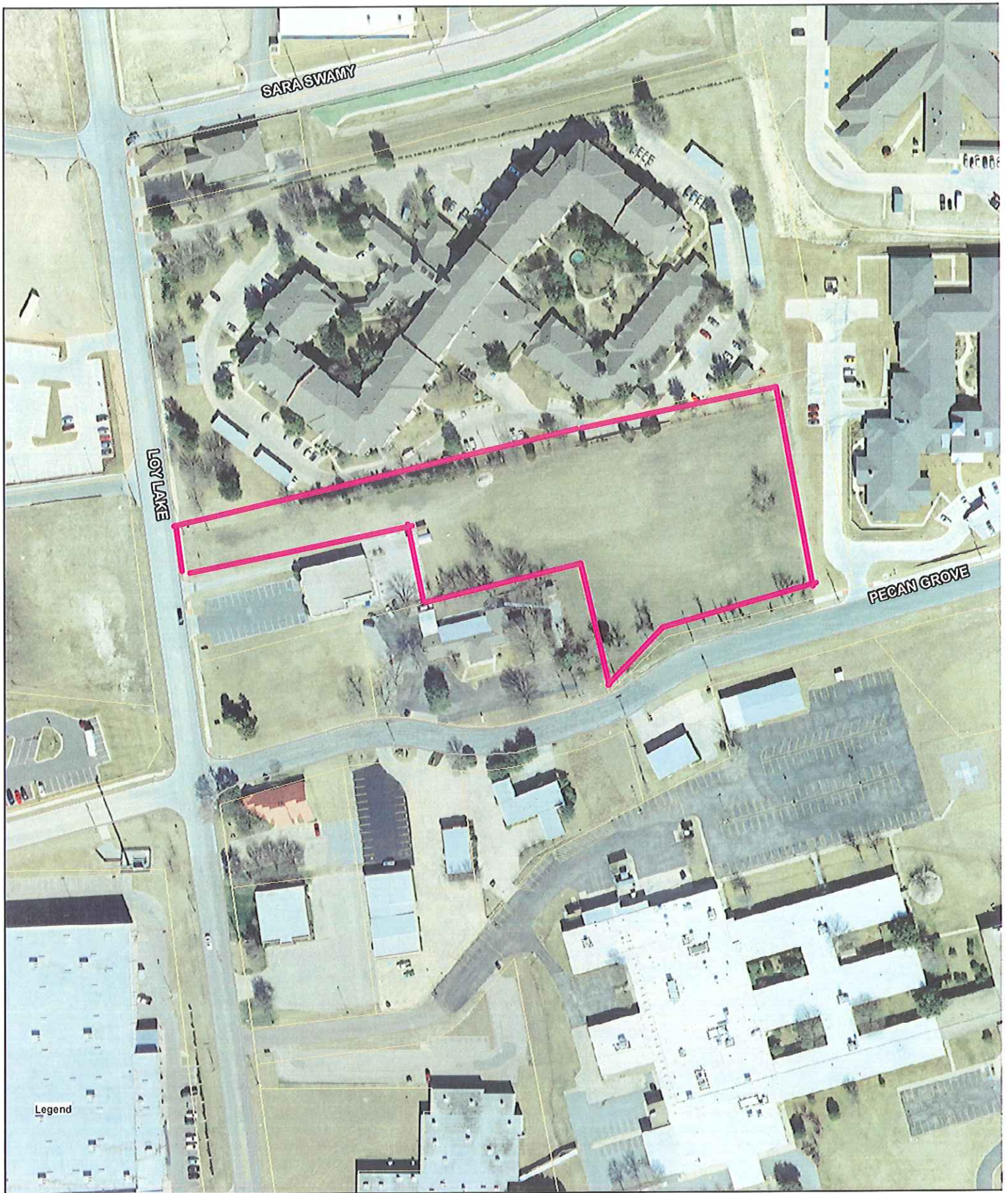
Location Map

Zoning Map

Final Plat

P&Z Communication

Staff Review Letter



Sherman
CLASSIC TOWN. BROAD HORIZON.

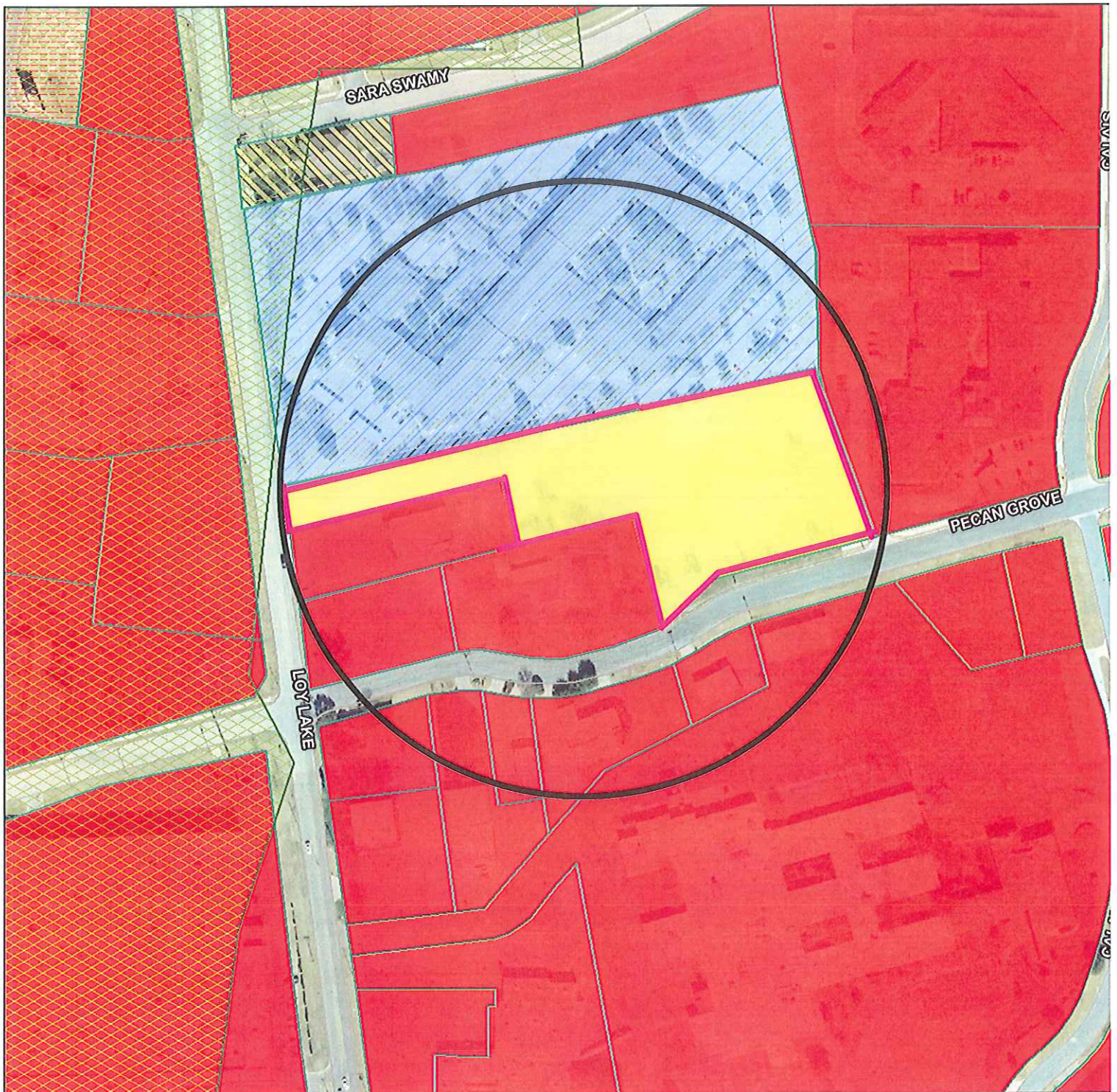
City of Sherman, Texas
Developmental Services Department

**3600 Blk Loy Lake Road &
900 Blk E. Pecan Grove Road**



NOT TO SCALE

1 inch = 165 feet



Zoning - 3600 Blk. Loy Lake Road & 900 Blk. E. Pecan Grove Road

Legend

Transportation Corridors Overlay

HWY_NAME

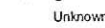
-  FM 1417
-  Sam Rayburn Freeway
-  US Hwy 82 and 75

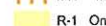
Special Districts Overlay

- ##### DISTRICT_NAME
-  Arts and Cultural District
 -  Blalock Commercial Overlay District
 -  Central Business District
 -  College Park District
 -  Downtown Overlay District
 -  Historic Preservation District

ZONING PARCELS

Zoning Classification

-  BIP Blalock Industrial Park
-  C-1 Retail Business District

-  C-2 General Commercial District
-  CO Office District
-  Lakes
-  M-1 Light Manufacturing District
-  M-1.5 Medium Manufacturing District
-  M-2 Heavy Manufacturing District
-  MH Manufacturing Housing District
-  R-1 One Family Residential District
-  R-2 Multi-Family Residential District
-  R-A Single Family Agricultural District
-  SF-1 Single Family Residential District



City of Sherman, Texas
Developmental Services Department



NOT TO SCALE

1 inch = 208 feet

KNOWN ALL MEN BY THESE PRESENTS:

That I, Douglas W. Underwood, do hereby certify that I prepared this plat from an actual and accurate survey of the land and that the corner monuments thereon were properly placed under my personal supervision, in accordance with the subdivision regulations of the City of Sherman, Texas.

Douglas W. Underwood
Registered Professional
Land Surveyor, No. 4709

STATE OF TEXAS COUNTY OF GRAYSON BEFORE ME, the undersigned authority, a Notary Public in and for said County and State, on this day personally appeared Douglas W. Underwood known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purpose and consideration therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE this ____ day of ____, 2014.

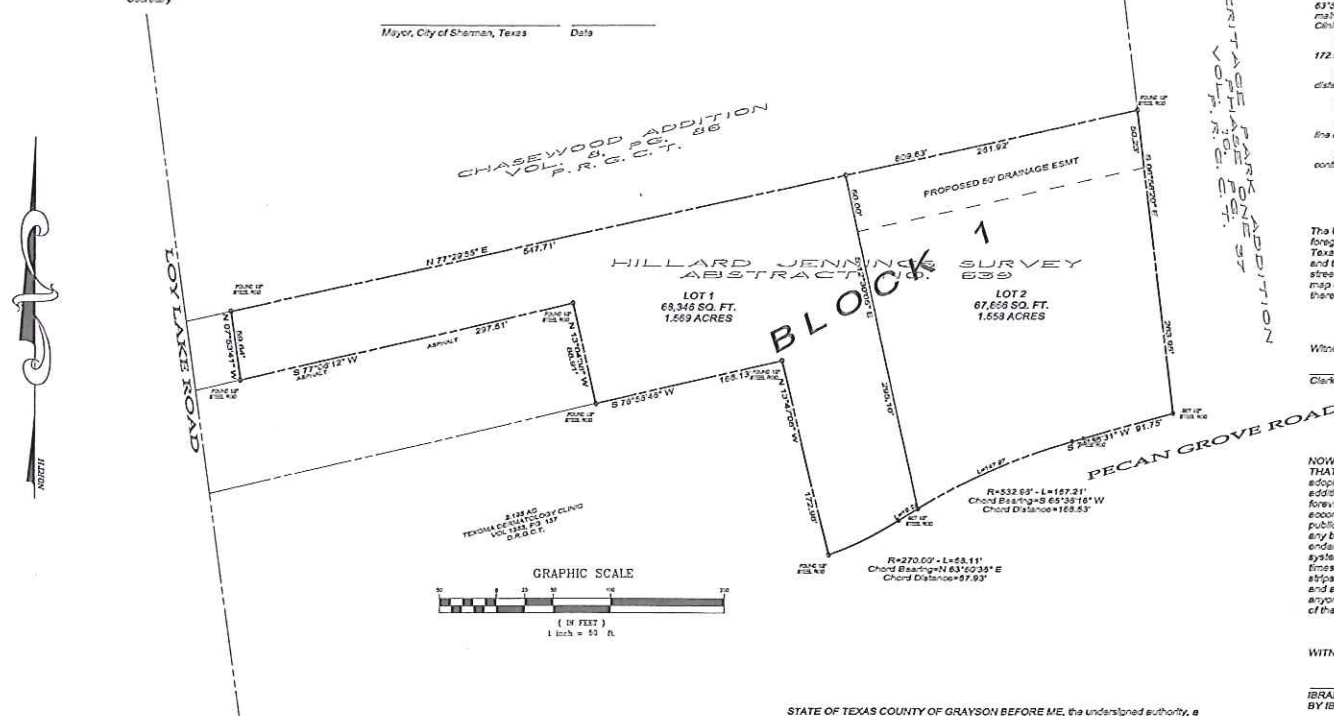
Notary Public in and for
the State of Texas
Commission Expires: ____

Approved this ____ day of ____, 2014, by the City Planning and Zoning
Commission of the City of Sherman, Texas.

Chairman _____ Secretary _____

Accepted by the City Council of the City Sherman

Mayor, City of Sherman, Texas _____ Date _____



STATE OF TEXAS COUNTY OF GRAYSON BEFORE ME, the undersigned authority, a Notary Public in and for said County and State, on this day personally appeared IBRAHIM ABU SARRIS known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purpose and consideration therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE this ____ day of ____, 2014.

Notary Public in and for
the State of Texas
Commission Expires: ____

OWNER
IBRAHIM ABU SARRIS FAMILY LIMITED PARTNERSHIP
PO BOX 157
SHERMAN, TEXAS

SURVEYOR
UNDERWOOD DRAFTING & SURVEYING
3404 INTERURBAN ROAD
DENSON, TEXAS
903-465-2151

UNDERWOOD
DRAFTING & SURVEYING, P.C.

3404 INTERURBAN ROAD DENSON, TEXAS 75021 (903)465-2151

Legal Description

Situated in the County of Grayson, State of Texas, being a part of the Hillard Jennings Survey, Abstract No. 639 and being a part of the 3.63 acre Tract 1 of lands conveyed to Ibrahim Abu Sarris Family Limited Partnership, by deed of record in Volume 15, Page 37, of said Official Public Records, Grayson County, Texas, and being more particularly described by notes and bounds as follows:

Beginning at a 1/2" steel rod found in the east line of Lay Lake Road (a public road) maintaining the southeast corner of Chasewood Addition, an addition to the City of Sherman as recorded by deed of record in Volume 15, Page 37, of said Plat Records, said rod also maintaining the southeast corner of said Chasewood Addition, and the northeast corner of said 3.63 acre tract;

Thence North 77°22'55" East, along the south line of said Chasewood Addition, a distance of 659.63 feet to a 1/2" steel rod found in the west line of Heritage Park Addition, Phase One, an addition to the City of Sherman as recorded by deed of record in Volume 15, Page 37, of said Plat Records, said rod also maintaining the southeast corner of said Chasewood Addition, and the northeast corner of said 3.63 acre tract;

Thence South 64°45'20" East, along the west line of said Heritage Park Addition, a distance of 553.95 feet to a 1/2" steel rod found in the north line of Pecan Grove Road for the southerly most southeast corner of said Heritage Park Addition;

Thence along the north line of said Pecan Grove Road the following calls and distances: South 74°33'31" West, a distance of 91.75 feet to a 1/2" steel rod set; With a tangent curve to the left having a radius of 632.98 feet (chord bears South 65°35'10" West, a distance of 168.53 feet) an arc length of 157.21 feet to a 1/2" steel rod set; With a tangent curve to the right having a radius of 270.00 feet (chord bears South 63°00'31" West, a distance of 47.93 feet) an arc length of 61.11 feet to a 1/2" steel rod found maintaining the southeast corner of a 2.155 acre tract of land conveyed to Texoma Demography Clinic by deed of record in Volume 1351, Page 157, Deed Records, Grayson County, Texas;

Thence North 13°47'03" West, along the east line of said 2.155 acre tract, a distance of 172.93 feet to a 1/2" steel rod found maintaining the northeast corner of said 2.155 acre tract;

Thence South 76°58'49" West, along the north line of said 2.155 acre tract of land, a distance of 165.12 feet to a 1/2" steel rod found;

Thence North 13°43'34" West, a distance of 63.91 feet to a 1/2" steel rod found;

Thence South 77°06'12" West, a distance of 237.51 feet to a 1/2" steel rod found in the east line of said Lay Lake Road;

Thence North 07°53'41" West, a distance of 59.64 feet to the Pointed Beginning and containing 3.127 acres of land.

The Undersigned, the City Clerk of the City of Sherman, hereby certifies that the foregoing, final plat of Sherman Carwash Addition, an addition to the City of Sherman, Texas, was submitted to the City Council on the ____ day of ____, 2014, and the City Council by formal action then and there accepted the dedication of streets, alleys, easements and public places, as shown and set forth in and upon said map or plat, and said City Council further authorized the Mayor to note the acceptance thereof by signing his name as herein above subscribed.

Witness my hand this ____ day of ____, 2014.

Clerk, City of Sherman, Texas

NOW THEREFORE KNOWN ALL MEN BY THESE PRESENTS: THAT, We, the IBRAHIM ABU SARRIS FAMILY LIMITED PARTNERSHIP, do hereby adopt this plat designating the hereinabove property as Sherman Carwash Addition, an addition to the City of Sherman, Texas, and do hereby dedicate to the public use forever the streets and easements shown on this plat for the mutual use and accommodation of all public and private utilities desiring to use or using same. Any public or private utility shall have the right to remove and keep removed all or part of any buildings, fences, trees, shrubs or other improvements or growths which in any way endanger or interfere with the construction, maintenance, or efficiency of its respective systems on any of these easements and any public or private utility shall, at all times, have a right of ingress and egress to and from upon the said easement strips for the purpose of constructing, reconstructing, inspecting, patrolling, maintaining and adding to or removing all or part of its respective system without the permission of anyone. This plat is approved subject to all ordinances, rules regulations and resolutions of the City of Sherman, Texas.

WITNESS MY HAND this ____ day of ____, 2014.

IBRAHIM ABU SARRIS FAMILY LIMITED PARTNERSHIP
BY IBRAHIM ABU SARRIS

FINAL PLAT OF
SHERMAN CARWASH ADDITION
AN ADDITION TO
THE CITY OF SHERMAN, TEXAS
HILLARD JENNINGS SURVEY,
ABSTRACT NO. 639
GRAYSON COUNTY, TEXAS



**Planning & Zoning Commission and Board of
Adjustments**

Agenda Item No. 6.

Meeting Date: 08/19/2014

Prepared by: Patsy Reeves, Developmental Services Admin Secretary

Approved by: Scott Shadden, Director of Development Services

Commissioners: Joe Gilbert, Chairman

Ron Barton, Commissioner

Sam Thorpe, Commissioner

Ronnie Dutton, Commissioner

Dr. Alan Scheibmeir, Commissioner

Kyle Patterson, Commissioner

Eric Elliott, Commissioner

Chris Vellotti, Commissioner

Sean Vanderveer, Commissioner

Requested Action/Proposed Use:

*** 3600 BLOCK LOY LAKE ROAD & 900 BLOCK E. PECAN GROVE ROAD**

The request of Ibrahim Abu Sarris Family, LP (Owners), Brad Andrus (Prospective Buyer) Homeyer Engineering, Inc. (Engineers) and Underwood Drafting & Surveying (Surveyor) concerning the property located in the 3600 Block Loy Lake Road and the 900 Block E. Pecan Grove Road, being 3.127 acres in the Hillard Jennings Survey, Abstract No. 639, as follows:

Planning and Zoning Commission

Preliminary and Final Plat approval Sherman Carwash Addition.

Background:

The property is located in the 3600 block Loy Lake Road and the 900 block E. Pecan Grove Road between Pecan Grove Road and Sara Swamy Drive. The owner would like to plat the property into two lots for commercial development.

Adjacent Zoning:

C-1 (Retail Business) District and R-2 (Multi-Family Residential) District

Origination:

Ibrahim Abu Sarris Family LP (Owners)

Brad Andrus (Prospective Buyer)

Homeyer Engineering, Inc. (Engineers)

Underwood Drafting & Surveying (Surveyor)

Master Plan Designation:

Auto Urban Commercial – Require more land for parking than building floor area. Automobiles and parking are the most prominent features. Parking lots reduce building density and prevent any possibility of creating an enclosed space.

Number of notices mailed:

Not required.

Objections Received:

0

Attachments

Location Map

Zoning Map

Preliminary Plat

Final Plat

Staff Review Letter

STAFF REVIEW LETTER

August 13, 2014

Ibrahim Abu Sarris Family LP
PO Box 157
Sherman, TX 75091

Brad Andrus
PO Box 2531
Denton, TX 76202

Homeyer Engineering Inc.
PO Box 294527
Lewisville, TX 75029

Dear Applicants,

The request for approval of the Preliminary and Final Plat approval of the Sherman Carwash Addition has been scheduled to be heard by the Planning and Zoning Board on the day of Tuesday, August 19, 2014 at 5:00 p.m., in the City Council Chambers, City Hall at 220 W. Mulberry.

City staff has reviewed your request with regards to engineering and development guidelines and finds the following items need to be addressed:

PRELIMINARY

1. The boundary field notes shall be reconciled with boundary sketch.
2. The width of right-of-way for streets and the pavement width shall be shown for Loy Lake Road and Pecan Grove Road.
3. Water and sewer service layout plan shall be provided to the Director of Utilities for approval.
4. Engineering plans for grading and storm drain design in accordance with City ordinances shall be submitted to the City Engineer for approval.
5. Private detention in accordance with City criteria is required.
6. An Operation and Maintenance Manual and Landscaping Plan for the detention pond shall be provided to the Engineering Department prior to issuance of Occupancy Permits.
7. All preliminary plat requirements are to be met prior to filing the final plat.
8. The Proposed 50' Drainage Easement shall be noted as being a Private Detention Area.
9. A 20' perimeter utility easement shall be shown.

10. Any other changes made to the preliminary plat prior to the final fulfillment of the conditions of the staff review, must be considered minor by the staff as to not require resubmission to the Planning and Zoning Commission.

FINAL

1. Letters from the various utility providers are required verifying availability of service and when service will be available.
2. Original tax certificates shall be furnished for the purpose of recording the plat.
3. The boundary field notes shall be reconciled with boundary sketch
4. The width of right-of-way for streets and the pavement width shall be shown for Loy Lake Road and Pecan Grove Road. A right-of-way dedication may be required for Loy Lake Road.
5. Water and sewer service layout plan shall be provided to the Director of Utilities for approval. Developer to provide utility extension as required.
6. Utilities shall be verified by the developer to assure adequate capacity for the development
7. Engineering plans for grading and storm drain design in accordance with City ordinances shall be submitted to the City Engineer for approval.
8. Private detention in accordance with City criteria is required.
9. An Operation and Maintenance Manual and Landscaping Plan for the detention pond shall be provided to the Engineering Department prior to issuance of Occupancy Permits.
10. The Proposed 50' Drainage Easement shall be noted as being a Private Detention Area.
11. Sewer shall be extended to serve the property.
12. A 20' perimeter utility easement shall be shown.
13. Any other changes made to the final plat prior to the final fulfillment of the conditions of the staff review, must be considered minor by the staff, as to not require resubmission to the Planning & Zoning Commission.

The Board will not consider a request unless it has representation. You are hereby notified to be present, either in person or by a legally authorized representative to present your case on the date and time stated above.

If additional information or clarification is needed, do not hesitate to contact Lisa Whitfield, Engineering and Development Coordinator at 903-892-7212 prior to the meeting.

Respectfully,



Clay Barnett,
Dir. of Public Works and Engineering

cc: George Olson, City Manager
Brandon Shelby, City Attorney
Jamie Baggs, Fire Marshal
Lisa Whitfield, Engineering & Development Coordinator

Scott Shadden, Director of Development Services
Mark Gibson, Director of Utilities
Don Keene, Dir. of Community and Support Services



City Council Regular Meeting

Agenda Item No. H. 1.

Meeting Date: 09/15/2014

Prepared By: Linda Ashby, City Clerk

Approved By: George Olson, City Manager

Caption:

APPOINT/REMOVE OR CONSIDER QUALIFICATIONS TO BOARDS AND COMMISSIONS

(a) Parks and Recreation Advisory Board (2)

Issue:

Rhonda McCollum's and Jencie Bolin's terms on the Parks and Recreation Advisory Board expire on October 2, 2014. Both members are eligible and would like to be reappointed. There are no other applications for service on the Board.

Background:

The Parks and Recreation Advisory Board advises the City Council on long-range planning and implementation of programs and activities conducted by the Parks and Recreation Department.

Origination:

The reappointments originated with the City Clerk's Office.

Financial Consideration:

There is no financial consideration.

Staff Recommendation:

It is recommended that the City Council consider reappointments to the Parks and Recreation Advisory Board.

Alternatives:

The Council could choose not to make reappointments to the Board.

Attachments

Roster

Fact Sheet

Applicant List

Rhonda McCollum Letter

Jencie Bolin Letter

MEMBERSHIP ROSTER

PARKS & RECREATION BOARD

LENGTH OF TERMS: TWO YEARS

Ord. 4112 Consecutive Term Limit (3)*effective 7/24/89

MEMBER	DISTRICT	TERM BEGINS	TERM EXPIRES	TERMS	MEMBERSHIP REQUIREMENTS
Tracey Brown	4	A 5/21/2013	5/21/2015	1	
Rhonda McCollum	1	A 10/2/2012	10/2/2014	1	
Lauren Roth	4	A 5/17/2011 R 5/17/2013	5/17/2013 5/17/2015	1 2	
Michael Gillum	2	A 10/4/2011 R 10/4/2013	10/4/2013 10/4/2015	1 2	
Jencie Bolin	1	A 10/2/2012	10/2/2014	1	
John Murphy	1	A 10/6/2009 R 10/6/2011 B 10/6/2013	10/6/2011 10/6/2013 10/6/2015	1 2 3	
Trent Bass	1	U 3/17/2009 R 11/8/2009 R 11/8/2011 R 11/8/2013	11/8/2009 11/8/2011 11/8/2013 11/8/2015	0 1 2 3	

NOTE:

Chair: Trent Bass
Vice Chair:

Term: October 2009

FACT SHEET

PARKS AND RECREATION BOARD

Established by ORDINANCE 3181 – MARCH 28, 1977

1. Number of Members: SEVEN (7)
2. Term of Appointment: TWO (2) YEARS
3. Consecutive Term Rule: THREE (3) TERMS – ORDINANCE 4112 (7/24/89)
4. Qualifications for Membership: INTEREST IN PROGRAMS AND ACTIVITIES CONDUCTED BY PARKS AND RECREATION DEPARTMENT. A STUDENT OF SHERMAN HIGH SCHOOL DESIGNATED BY STUDENT COUNCIL, AND THE DIRECTOR OF PARKS AND RECREATION SHALL BE EX-OFFICIO, NON-VOTING MEMBERS
5. Appointed by: MAYOR AND CITY COUNCIL
6. Board Organization

CHAIRPERSON E VICE CHAIRPERSON SECRETARY A

ELECTED APPOINTED
7. Departmental Responsibility: PARKS AND RECREATION DEPARTMENT
8. Meeting Date: FIRST WEDNESDAY OF EACH MONTH
9. Attendance Requirements: WILL FORFEIT SEAT BY MISSING 3 CONSECUTIVE MEETING WITHOUT GOOD CAUSE

=====

PURPOSE:

To assist in long-range planning and implementation of programs and activities conducted by the Parks and Recreation Department.

RESPONSIBILITIES:

Advise concerning future development; to study and make recommendations concerning additional park land or sites; and to recommend means for maximum utilization of facilities.

APPLICANT LIST

Parks and Recreation Advisory Board

Positions Vacant 2

Applicant	Address	District	Qualifications
Rhonda McCollum	1806 N. Binkley	1	Current Member; Wishes to be Reappointed
Jencie Bolin	2608 Silverado Trail	1	Current Member; Wishes to be Reappointed

COMMENTS:

PUBLIC RECORDS DEPARTMENT
Phone No. (903) 892-7204
Fax No. (903) 892-7394

August 18, 2014

Rhonda McCollum
1806 N. Binkley
Sherman, Texas 75092

RECEIVED
AUG 2014
CITY CLERK'S
OFFICE

RE: Parks and Recreation Advisory Board

Dear Ms. McCollum:

Your term on the Parks and Recreation Advisory Board expires on October 2, 2014. You are eligible for reappointment to the Board. Please let me know whether or not you are interested in reappointment to this board by checking the appropriate statement at the bottom of this letter and returning a copy to me at the address below. If you have any questions or need additional information, please don't hesitate to contact me.

Best regards,

Linda Ashby

Linda Ashby
City Clerk

cc: Kevin Winkler, Parks and Recreation Administrator

☒

I do wish to be considered for reappointment to this board

☐

I do not wish to be considered for reappointment to this board

Rhonda McCollum

Signature

8-20-14

Date

Please return to: City of Sherman
City Clerk's Office
P.O. Box 1106
Sherman, Texas 75091-1106

PUBLIC RECORDS DEPARTMENT
Phone No. (903) 892-7204
Fax No. (903) 892-7394

August 18, 2014

Jencie Bolin
2608 Silverado Trail
Sherman, Texas 75092

RE: Parks and Recreation Advisory Board

Dear Ms. Bolin:

Your term on the Parks and Recreation Advisory Board expires on October 2, 2014. You are eligible for reappointment to the Board. Please let me know whether or not you are interested in reappointment to this board by checking the appropriate statement at the bottom of this letter and returning a copy to me at the address below. If you have any questions or need additional information, please don't hesitate to contact me.

Best regards,

Linda Ashby

Linda Ashby
City Clerk

cc: Kevin Winkler, Parks and Recreation Administrator

RECEIVED
AUG 2014
CITY CLERK'S
OFFICE

☒

I do wish to be considered for reappointment to this board

☐

I do not wish to be considered for reappointment to this board

Jencie Bolin
Signature

8-20-2014
Date

Please return to:
City of Sherman
City Clerk's Office
P.O. Box 1106
Sherman, Texas 75091-1106



SHERMAN CITY COUNCIL

Agenda Communication Form

City Council Regular Meeting

Agenda Item No. M.

Meeting Date: 09/15/2014

Prepared By: Pamela Cloer, Assistant to the City Manager

Approved By: George Olson, City Manager

Caption:

COUNCIL CALENDAR

Attachments

2014 Council Calendar

2014

JANUARY						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
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FEBRUARY						
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MARCH						
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30	31					

APRIL						
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MAY						
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JUNE						
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JULY						
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AUGUST						
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SEPTEMBER						
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OCTOBER						
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NOVEMBER						
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DECEMBER						
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21	22	23	24	25	26	27
28	29	30	31			

1/17/2014	Joint Meeting w/SEDCO Board - Panda Tour - Canceled
2/3/2014	Regular City Council Meeting - Cancelled
2/12/2014	Called Meeting for Informational Presentation
2/26/2014	Called Meeting for Informational Presentation
3/12/2014	Called Meeting for Informational Presentation
3/21/2014	Joint Meeting w/SEDCO Board - Panda Tour

3/26/2014	Called Meeting for Informational Presentation
4/18/2014	Called Budget Planning Meeting in Council Chambers
4/21/2014	Regular City Council Meeting - Cancelled
06/18-19/2014	Called Budget Workshop in Council Chambers - Second Day Cancelled
9/1/2014	Labor Day/Called Council Meeting on 09/02/2014
9/16/2014	12 noon Called Joint Meeting with SEDCO Board