**CITY OF SHERMAN**
**CITY COUNCIL REGULAR MEETING AGENDA**
**COUNCIL CHAMBERS OF THE CITY HALL**
**220 WEST MULBERRY STREET**
**SHERMAN, TEXAS**
**MONDAY, AUGUST 1, 2016**
**5:00 P.M.**

**A. 1. CALL TO ORDER, QUORUM DETERMINED, MEETING DECLARED OPEN**

**A. 2. PLEDGE OF ALLEGIANCE LED BY COUNCIL MEMBER TAMMY JOHNSON**

**A. 3. INVOCATION BY COUNCIL MEMBER TAMMY JOHNSON**

**A. 4. APPROVE MINUTES OF THE REGULAR CITY COUNCIL MEETING OF JUNE 20, 2016, THE REGULAR CITY COUNCIL MEETING OF JULY 18, 2016, AND THE CALLED CITY COUNCIL MEETING OF JULY 19, 2016**

**Public Hearing**

**B. 1. INTRODUCTION AND PUBLIC HEARING OF ORDINANCE NO. 5957**
In Accordance with Standards Set Forth by the Texas Police Chiefs Association's Law Enforcement Best Business Practices Recognition Program for "Recognized Status", Specifically Establishing a Police Department; Requiring All Police Officers to be Licensed; Creating the Position of Chief of Police; Outlining the Duties and Responsibilities of the Chief of Police; and Establishing the Authority, Duties and Responsibilities of Police Officers; Providing for an Effective Date

**B. 2. INTRODUCTION AND PUBLIC HEARING OF ORDINANCE NO. 5963**
Amending Chapter 2 of the Code of Ordinances, entitled "Animal Control", at Article 2.01, entitled "General Provisions", Sections 2.01.004, 2.01.008 and 2.01.018

**B. 3. INTRODUCTION AND PUBLIC HEARING OF ORDINANCE NO. 5964**
Amending Chapter 3 of the Code of Ordinances, entitled "Building Regulations", at Article 3.02, entitled "Building, Life Safety and Residential Codes", Section 3.02.002(c), entitled "Fire Prevention Code", at Paragraph (5) and Providing for New Paragraphs (4) and (5)

**B. 4. INTRODUCTION AND PUBLIC HEARING OF ORDINANCE NO. 5965**
Amending Chapter 3 of the Code of Ordinances, entitled "Building Regulations", at Article 3.08, entitled "Trailer Storage", Section 3.08.004, entitled "Dead Storage Parking of Trailers"

**B. 5.** **INTRODUCTION AND PUBLIC HEARING OF ORDINANCE NO. 5966**
Amending Chapter 8 of the Code of Ordinances, entitled "Offenses and Nuisances", at Article 8.02, entitled "Offenses Involving Public Safety", Section 8.02.003, entitled "Barbed Wire Fences"

**B. 6.** **INTRODUCTION AND PUBLIC HEARING OF ORDINANCE NO. 5968**
Amending Chapter 13 of the Code of Ordinances, entitled "Utilities", at Article 13.07, entitled "Water, Sewers and Sewage Disposal", Division 3, entitled "Sewers and Sewage Disposal", Part I, entitled "In General", Section 13.07.146, entitled "Required Sewer Connections", to Provide for a New Paragraph (c)

**Close Public Hearing and Consider Adoption of Ordinances**

**B. 7.** **ADOPTION OF ORDINANCES**
Consider Adoption of Ordinance Numbers: 5957, 5963, 5964, 5965, 5966 and 5968

**B. 8.** **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. 6105***
Authorizing the Acceptance of a Special Warranty Deed from Larry Cox d/b/a Bent Creek Investments for the Conveyance of Property located at 200 Kessler Boulevard, being Lot Four (4) of Parkview Addition to the City of Sherman, Texas, as shown by Plat of Record in Volume 306, Page 155 of the Deed Records of Grayson County, Texas

**C. 2.** **** RESOLUTION NO. 6106***
Authorizing the Acceptance of a Special Warranty Deed from Ruben Alvarez and Adriana Alvarez for the Conveyance of Property located at 204 Kessler Boulevard, being Lot Five (5) of Parkview Addition to the City of Sherman, Texas, as shown by Plat of Record in Volume 306, Page 155 of the Deed Records of Grayson County, Texas

**C. 3.** **** RESOLUTION NO. 6107***
Authorizing the Acceptance of a Special Warranty Deed From Bobby L. Ritchie and Lisa D. Ritchie for the Conveyance of Property Located at 208 Kessler Boulevard, being Lot Six (6) of Parkview Addition to the City of Sherman, Texas, as shown by Plat of Record In Volume 306, Page 155 of the Deed Records of Grayson County, Texas

**C. 4.** **** RESOLUTION NO. 6108***
Authorizing the Acceptance of a Special Warranty Deed from Robert L. Ritchie, Jr. and Lisa Darlene Ritchie for the Conveyance of Property located at 212 Kessler Boulevard, being Lot Seven (7) of Parkview Addition to the City of Sherman, Texas, as shown by Plat of Record in Volume 306, Page 155 of the Deed Records of Grayson County, Texas

**C. 5.** **** RESOLUTION NO. 6109***

Authorizing the Acceptance of a Special Warranty Deed from Sandra Ellen Russell and Ronnye Joe Russell for the Conveyance of Property located at 216 Kessler Boulevard, being Lot Eight (8) of Parkview Addition to the City of Sherman, Texas, as shown by Plat of Record in Volume 306, Page 155 of the Deed Records of Grayson County, Texas

**C. 6.** **** RESOLUTION NO. 6110***

Authorizing the Acceptance of a Special Warranty Deed from Ruben Alvarez and Adriana Alvarez for the Conveyance of Property located at 220 Kessler Boulevard, being Lot Nine (9) of Parkview Addition to the City of Sherman, Texas, as shown by Plat of Record in Volume 306, Page 155 of the Deed Records of Grayson County, Texas

**C. 7.** **** RESOLUTION NO. 6111***

Authorizing the Acceptance of a Special Warranty Deed from Steve Green and Marybeth Green for the Conveyance of Property located at 224 Kessler Boulevard, being Lot Ten (10), Less and Except the North Four Feet (4 ft.), of Parkview Addition to the City of Sherman, Texas, as shown by Plat of Record in Volume 306, Page 155 of the Deed Records of Grayson County, Texas

**C. 8.** **RESOLUTION NO. 6112**

Authorizing the Execution of a Professional Services Agreement with Huitt-Zollars, Inc. for the Preliminary Engineering and Right-of-Way/Easement Documents for the Lamberth Road from S.H. 289 to Shady Oaks Lane Extension Project

**C. 9.** **RESOLUTION NO. 6113**

Awarding a Bid to and Authorizing Execution of a Contract and Change Order with Lynn Vessels Construction based on an Invitation to Bid for Construction of Miscellaneous Sidewalk Panel Replacements, Grand Avenue Pedestrian Crossings, and Meadows Circle Paving

**C. 10.** **RESOLUTION NO. 6114**

Authorizing Execution of a Professional Services Agreement with Brinson Benefits, Inc. for Employee Benefit Consulting Services

**C. 11.** **** RESOLUTION NO. 6115***

Appointing and Authorizing the Execution of an Agreement with Adami, Lindsey & Company, L.L.P. to Perform the Fiscal Year 2016 Audit

**Change Orders**

**D. 1.** **** CHANGE ORDER NO. 1***

Lake Texoma Pump Station; Pump Number Two Repairs; Weisinger Incorporated; $7,440.00 Decrease

**Other Business**

**E. 1.** **OTHER BUSINESS**
Review 2016-2017 Draft Budget

**E. 2.** **OTHER BUSINESS**
Discussion of the Proposed Tax Rate for Fiscal Year 2016-2017 and Scheduling Public Hearings for the Budget and Proposed Tax Rate

**E. 3.** **OTHER BUSINESS**
Review Draft Capital Improvement Program (CIP) 2016-2021 and Set Public Hearing for Monday, August 15, 2016

**E. 4.** **OTHER BUSINESS**
Consider Calling a Special Meeting of the City Council for Monday, August 29, 2016, for the Purpose of Considering a Real Estate Purchase

**E. 5.** **** OTHER BUSINESS***
Consider Calling a Special Meeting of the City Council for Tuesday, September 6, 2016, due to Conflict with a Federal Holiday

**E. 6.** **OTHER BUSINESS**
Consider Scheduling a Joint Meeting of the City Council and the Sherman Economic Development Corporation Board of Directors for 12:00 noon on Thursday, September 15, 2016, to Review and Approve SEDCO's Annual Budget and Work Plan

**E. 7.** **** OTHER BUSINESS***
Consider Request of the Sherman High School's Band Program to Temporarily Close Certain Streets for the "Band on the Run" 5K and 1 Mile Fun Run on Saturday, March 4, 2017, with a Rain Date of Saturday, March 11, 2017

**F.** **CITIZEN REQUESTS**

**G.** **MEDIA QUESTIONS**

**Consider Board/Commission Appointments**

**H. 1.** **APPOINT/REMOVE OR CONSIDER QUALIFICATIONS TO BOARDS AND COMMISSIONS**
(a) Investment Committee (1)

**I.** **COUNCIL COMMENTS**

Any item on this posted agenda may be discussed in Executive Session provided it is within one of the permitted categories under Chapter 551 of the Texas Government Code

**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 551.074 Personnel Matters:

(a) Deliberate the Evaluation of a Public Officer or Employee:

(1) Annual Performance Evaluation of the City Manager

Section 551.087 Deliberation Regarding Economic Development Negotiations:

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

**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 July 28, 2016 at 4:00 p.m., and said time of posting was 72 hours before said meeting was convened or called to order.

Dated this 28th day of July, 2016
City of Sherman, Texas

_____
City Clerk

Any item on this posted agenda may be discussed in Executive Session provided it is within one of the permitted categories under Chapter 551 of the Texas Government Code

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 | Deputy Mayor | Council Members | |
|---|---|---|---|
| David Plyler | Jason Sofey | Kevin Couch, Council-At-Large, PL #1 | Terrence R. Steele, Council – District #2 |
| | | Jason Sofey, Council-At-Large, PL #2 | Pamela L. Howeth, Council – District #3 |
| | | Lawrence Davis, Council – District #1 | Tammy Johnson, Council – District #4 |

Any item on this posted agenda may be discussed in Executive Session provided it is within one of the permitted categories under Chapter 551 of the Texas Government Code

# SHERMAN CITY COUNCIL
## Agenda Communication Form

**City Council Regular Meeting** **Agenda Item No. A. 4.**

**Meeting Date:** 08/01/2016

**Prepared By:** Linda Ashby, City Clerk

**Approved By:** Robby Hefton, City Manager

---

**Caption:**

**APPROVE MINUTES OF THE REGULAR CITY COUNCIL MEETING OF JUNE 20, 2016, THE REGULAR CITY COUNCIL MEETING OF JULY 18, 2016, AND THE CALLED CITY COUNCIL MEETING OF JULY 19, 2016**

---

**Attachments**

June 20, 2016

July 18, 2016

Certificates of Obligation Bids

Large Lot Presentation

July 19, 2016

Parks Master Plan Presentation

---

**STATE OF TEXAS** §

**June 20, 2016**

**COUNTY OF GRAYSON** §

**BE IT REMEMBERED THAT A Regular 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 June 20, 2016.**

**MEMBERS PRESENT:** **MAYOR DAVID PLYLER; DEPUTY MAYOR JASON SOFEY. COUNCIL MEMBERS COUCH, DAVIS, JOHNSON, STEELE, WATT.**

**MEMBERS ABSENT:** **NONE.**

**CALL TO ORDER**

**CALL TO ORDER**

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

**PUBLIC HEARING**

**APPEAL FOR A VARIANCE TO ALLOW BEER AND WINE SALES WITHIN 300 FEET OF A SCHOOL (CRUTCHFIELD ELEMENTARY); MANJINDER SINGH, OWNER, SIDAK PETRO #2, LOCATED AT 415 SOUTH DEWEY AVENUE**

**VARIANCE TO ALLOW BEER & WINE SALES WITHIN 300 FEET OF CRUTCHFIELD ELEMENTARY SCHOOL**

**Mayor Plyler called for a public hearing on the appeal for a variance to allow beer and wine sales within 300 feet of Crutchfield Elementary School, located at 415 S. Dewey Avenue.**

**Manjinder Singh, owner of Sidak Petro #2, the convenience store located at 415 S. Dewey, addressed the Council noting his business has been operation since 2011. He stated with other businesses selling beer and wine, he feels in order to remain in business, he must do the same. His store currently sells cigarettes and has had no issues with regards to violations of selling to minors. Mr. Singh has submitted an appeal for a variance to allow his business to sell beer and wine within 300 feet of a school (Crutchfield Elementary) and requested the City Council's consideration in granting his request.**

**No other citizens appeared before the City Council to discuss the appeal for a variance to allow beer and wine sales within 300 feet of Crutchfield Elementary School.**

**INTRODUCTION AND PUBLIC HEARING OF ORDINANCES**

**Mayor Plyler introduced Ordinance No. 5956 and called for a public hearing:**

**ORD 5956 CLOSE & VACATE EASEMENT AT PECAN GROVE VILLAGE (1719 MORELAND DR)**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS, CLOSING AND VACATING A CERTAIN EASEMENT LOCATED WITHIN LOTS SEVEN (7) AND EIGHT (8) IN BLOCK "H" OF PECAN GROVE VILLAGE, AN ADDITION TO THE CITY OF SHERMAN, GRAYSON COUNTY, TEXAS, ALSO BEING KNOWN AS 1719 MORELAND DRIVE, SHERMAN, TEXAS; PROVIDING FOR THE REVERSION OF INTEREST TO THE OWNERS OF SAID PROPERTY.**

**No citizens appeared before the City Council to discuss Ordinance No. 5956.**

**The Public Hearing was closed.**

**ADOPTION OF ORDINANCES**

**Ordinance 5956**

**ORD 5956 CLOSE & VACATE EASEMENT AT PECAN GROVE VILLAGE (1719 MORELAND DR)**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS, CLOSING AND VACATING A CERTAIN EASEMENT LOCATED WITHIN LOTS SEVEN (7) AND EIGHT (8) IN BLOCK "H" OF PECAN GROVE VILLAGE, AN ADDITION TO THE CITY OF SHERMAN, GRAYSON COUNTY, TEXAS, ALSO BEING KNOWN AS 1719 MORELAND DRIVE, SHERMAN, TEXAS; PROVIDING FOR THE REVERSION OF INTEREST TO THE OWNERS OF SAID PROPERTY.**

**ACTION TAKEN.**

**Motion by Deputy Mayor Sofey to adopt Ordinance No. 5956, as presented. Second by Council Member Couch.**

**VOTING AYE: Couch, Davis, Johnson, Sofey, Steele, Watt.**
**VOTING NAY: None.**
**MOTION CARRIED.**

**OTHER BUSINESS**

**VARIANCE TO ALLOW BEER & WINE SALES WITHIN 300 FEET OF CRUTCHFIELD ELEMENTARY SCHOOL**

**CONSIDER THE APPEAL FOR A VARIANCE TO ALLOW BEER AND WINE SALES WITHIN 300 FEET OF A SCHOOL (CRUTCHFIELD ELEMENTARY); MANJINDER SINGH, OWNER, SIDAK PETRO #2, LOCATED AT 415 SOUTH DEWEY AVENUE**

**Mayor Plyler advised this topic would be moved up in the agenda in order to discuss at this time.**

**Brandon Shelby, City Attorney, explained that Mr. Singh is appealing the City's distance requirements as adopted from TABC, for the sale of beer and wine within 300 feet of an elementary school, which is measured property line to property line. He noted Mr. Singh's property line is 70 feet from Crutchfield Elementary School's property line. He also noted TABC will likely deny Mr. Singh's permit if the City does not grant this variance, however, there are additional rights Mr. Singh will have if denied by TABC.**

**Mr. Shelby reported it is his understanding that the City has never granted a variance of this type. Council Member Steele recalled from prior service on the City Council, beer and wine sales were not permitted at this location because of not only the elementary school, but the North Texas Youth Connection is just around the corner. Council Member Davis recalls previous problems with alcohol sales by the Piggly Wiggly on the West side of town as well, due to Wakefield Elementary School, but they were eventually allowed to sell beer and wine.**

**Scott Shadden stated they replatted their lots and were able to move their property lines. Council Member Davis asked how far Mr. Singh's front door was from the property line**

**and it was stated it is 434 feet. It was also noted from his building to the school's property line, it is 240 feet.**

**Council Member Couch inquired why after being in business at that location for five (5) years, Mr. Singh is just approaching the Council for approval to sell beer and wine and has stated if not approved, will have to close his business. Mr. Singh explained the past two (2) years have been very tough financially and sales have become less and less every day, with other nearby stores selling beer and wine. He noted this appeal is his last chance to keep his business open.**

**The Council discussed and clarified that from Mr. Singh's property line to the elementary school's property line, it is only 70 feet. A map illustrating the property lines was reviewed by Council Members.**

**Council Member Watt inquired if there are any other elementary schools with liquor sales less than 300 feet, to which Mr. Shadden replied, there is not. Council Member Couch asked when the Ordinance regarding distance requirements was approved. Linda Ashby, City Clerk, stated the election to approve the Ordinance was in 2005.**

**Robby Hefton, City Manager, spoke with the SISD Superintendent and noted he is neutral on the issue and states he would follow whatever lead the Sherman City Council gives on the issue. Mr. Singh noted he too, has spoken with SISD, along with TABC and both have stated it is up to the Sherman City Council to approve his request.**

**Council Member Davis asked if this requirement is TABC's regulation and Mr. Shelby noted, it is TABC's suggested requirement. He also noted schools can petition for a 1,000 feet restriction instead of 300 feet, but SISD has not. Mr. Singh stated in Dallas, there are convenience stores selling beer and wine next door to schools. He also noted his store here in Sherman is next to an elementary school and not a high school, in which students could potentially attempt to purchase beer and wine. Mr. Singh stated he is current with all property and personal taxes, paying approximately $35,000 per year. Council Members determined they would discuss this issue further in Executive Session.**

**CONSENT AGENDA**

**CONSENT AGENDA**

**The Council reviewed the Consent Agenda. Mayor Plyler removed Item F-3 entitled "Consider Request of Downtown Sherman Preservation & Revitalization to Temporarily Close Certain Streets for "Christmas in July" on Saturday, July 9, 2016" and Council Member Couch removed Item C-3 entitled "Resolution No. 6096 – Approving a contract with Principle Industrial Services, LLC for the Repair and Repainting of the Harrison Elevated Storage Tank" from the Consent Agenda, for consider in their regular order of business.**

**Council Member Davis moved to approve the Consent Agenda, with the exception of Item C-3 and Item F-3, which will be considered in their regular order of business. Second by Council Member Watt. All present voted AYE.**

**RESOLUTIONS**

**RES 6094 PURCHASE OF CARRIAGE ESTATES WATER SYSTEM**

**RESOLUTION NO. 6094 – AUTHORIZING EXECUTION OF A CONTRACT WITH LASS WATER SUPPLY OF MAGNOLIA, TEXAS, FOR THE SALE AND PURCHASE OF A WATER SYSTEM**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS, AUTHORIZING EXECUTION OF A CONTRACT WITH LASS WATER SUPPLY OF MAGNOLIA, TEXAS, FOR THE SALE AND PURCHASE OF A WATER SYSTEM. FINDING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED WAS NOTICED AND IS OPEN TO THE PUBLIC AS REQUIRED BY LAW.**

**Mr. Hefton, proudly announced after months of working with the State of Texas, we finally have a signed contract for the purchase and turnover of the Carriage Estates Water System. This contract is being presented before the City Council tonight for review and approval. Mark Gibson, Director of Utilities, will be developing a plan for the installation of the new water lines and meters.**

**ACTION TAKEN.**

**Motion by Council Member Watt to approve Resolution No. 6094, as presented. Second by Deputy Mayor Sofey.**

**VOTING AYE: Couch, Davis, Johnson, Sofey, Steele, Watt.**
**VOTING NAY: None.**
**MOTION CARRIED.**

**Mayor Plyler thanked Mr. Hefton and the City Staff for their hard work with this contract and project.**

**RES 6095 FM 1417 WIDENING PROJECT FROM WASHINGTON ST. TO SOUTH OF HWY 82**

**RESOLUTION NO. 6095 – AUTHORIZING THE EXECUTION OF A PROFESSIONAL SERVICES AGREEMENT WITH H.W. LOCHNER, INC. FOR THE SCHEMATIC DESIGN LAYOUT AND ENVIRONMENTAL STUDIES FOR THE WIDENING OF F.M. 1417 (HERITAGE PARKWAY) FROM WASHINGTON STREET TO JUST SOUTH OF U.S. HIGHWAY 82 PROJECT**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS, AUTHORIZING THE EXECUTION OF A PROFESSIONAL SERVICES AGREEMENT WITH H.W. LOCHNER, INC. FOR THE SCHEMATIC DESIGN LAYOUT AND ENVIRONMENTAL STUDIES FOR THE WIDENING OF F.M. 1417 (HERITAGE PARKWAY) FROM WASHINGTON STREET TO JUST SOUTH OF U.S. HIGHWAY 82 PROJECT. FINDING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED WAS NOTICED AND IS OPEN TO THE PUBLIC AS REQUIRED BY LAW.**

**Clay Barnett, Director of Public Works and Engineering, noted this was first discussed during the Transportation Summit back in January. He stated one of the ways to**

**partner with our State and use more resources in the City of Sherman is by leveraging local funds. This is the first project presented regarding local funds and was chosen due to the number of recent traffic accidents, as well as the growth and development along the Highway 1417 Corridor. He stated this the schematic design and environmental studies are presented and noted this will be right-of-way we will need, so that when TxDOT is ready to proceed with the roadway, we will already have the alignment and right-of-way in hand. The contract is for $376,000. Mr. Barnett then introduced consultants with Lochner, that were present at the meeting.**

**ACTION TAKEN.**

**Motion by Council Member Steele to approve Resolution No. 6095, as presented. Second by Council Member Johnson.**

**VOTING AYE: Couch, Davis, Johnson, Sofey, Steele, Watt.**
**VOTING NAY: None.**
**MOTION CARRIED.**

**RES 6096**
**HARRISON ELEVATED STORAGE TANK REPAIR/REPAINTING**

**<u>RESOLUTION NO. 6096 – APPROVING A CONTRACT WITH PRINCIPLE INDUSTRIAL SERVICES, LLC FOR THE REPAIR AND REPAINTING OF THE HARRISON ELEVATED STORAGE TANK</u>**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS, APPROVING A CONTRACT WITH PRINCIPLE INDUSTRIAL SERVICES, LLC FOR THE REPAIR AND REPAINTING OF THE HARRISON ELEVATED STORAGE TANK. FINDING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED WAS NOTICED AND IS OPEN TO THE PUBLIC AS REQUIRED BY LAW.**

**Council Member Couch removed Item C-3 from the Consent Agenda for consideration in its regular order of business.**
**Council Member Couch asked if the City logo would be placed on the storage tank, to which Mark Gibson, Director of Utilities replied, Yes.**

**ACTION TAKEN.**

**Motion by Council Member Couch to approve Resolution No. 6096, as presented. Second by Council Member Davis.**

**VOTING AYE: Couch, Davis, Johnson, Sofey, Steele, Watt.**
**VOTING NAY: None.**
**MOTION CARRIED.**

**RES 6097**
**WWTP BIOSOLIDS DEWATERING FACILITY**

**<u>RESOLUTION NO. 6097 – APPROVING THE GREATER TEXOMA UTILITY AUTHORITY'S INTENTION TO CONTRACT WITH WE BUILD, INC. DBA HWH INDUSTRIAL FOR CONSTRUCTION OF THE WASTEWATER TREATMENT PLANT BIOSOLIDS DEWATERING FACILITY</u>**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS, APPROVING THE GREATER TEXOMA UTILITY AUTHORITY'S INTENTION TO CONTRACT WITH WE BUILD, INC. DBA HWH INDUSTRIAL FOR CONSTRCTION OF**

**THE WASTEWATER TREATMENT PLANT BIOSOLIDS DEWATERING FACILITY. FINDING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED WAS NOTICED AND IS OPEN TO THE PUBLIC AS REQUIRED BY LAW.**
**CONSENT AGENDA.**

**RES 6098**
**WTP EAST SLUDGE BASIN CLEANING**

**RESOLUTION NO. 6098 – AUTHORIZING EXECUTION OF A PROFESSIONAL ENGINEERING SERVICES AGREEMENT WITH FREEMAN-MILLICAN, INC. FOR THE WATER TREATMENT PLANT EAST SLUDGE BASIN CLEANING**
**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS, AUTHORIZING EXECUTION OF A PROFESSIONAL ENGINEERING SERVICES AGREEMENT WITH FREEMAN-MILLICAN, INC. FOR THE WATER TREATMENT PLANT EAST SLUDGE BASIN CLEANING. FINDING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED WAS NOTICED AND IS OPEN TO THE PUBLIC AS REQUIRED BY LAW.**
**CONSENT AGENDA.**

**REQ TO ADVERTISE DOWNTOWN SIDEWALK PANEL REPLACEMENTS, GRAND AVE PEDESTRIAN CROSSING, MEADOWS CIRCLE PAVING**

**REQUEST TO ADVERTISE MISCELLANEOUS SIDEWALK PANEL-REPLACEMENTS IN DOWNTOWN, GRAND AVENUE PEDESTRIAN CROSSING, AND MEADOWS CIRCLE PAVING PROJECTS**
**The City Council approved the request to advertise for Miscellaneous Sidewalk Panel Replacements in Downtown, Grand Avenue Pedestrian Crossings, and Meadows Circle Paving Projects.**

**The project will replace sidewalk panels in the downtown area, provide improved crossing safety at locations on Grand Avenue, and repair the cul-de-sac on Meadows Circle. The project is funded in the City's Capital Improvement Program.**
**CONSENT AGENDA.**

**SOLID WASTE SITE IMPROVEMENTS**

**SOLID WASTE SITE IMPROVEMENTS PROJECT INCLUDING THE CONSTRUCTION AND INSTALLATION OF A CART BARN, TRUCK SHED AND CONCRETE EMPLOYEE PARKING LOT**
**The City Council approved the request to advertise for Solid Waste Site Improvements Project, including the construction and installation of a cart barn, truck shed and concrete employee parking lot. The project was approved for $300,000 in the FY 2016 Budget and will be funded from the Solid Waste Fund.**

**The project includes construction of a larger-capacity cart barn, to address the increasing demand for solid waste curbside services for both residential and commercial customers. It will also provide covered parking for the Solid Waste truck fleet, and will provide a concrete parking area for employees and citizens in front of the Solid Waste office.**
**CONSENT AGENDA.**

**CHANGE ORDER NO. 1**
**APPROVING THE GREATER TEXOMA UTILITY AUTHORITY'S INTENTION TO EXECUTE CHANGE ORDER NO. 1 FOR CONSTRUCTION OF THE SHERMAN WASTEWATER TREATMENT PLANT BIOSOLIDS DEWATERING PROJECT**

**CHANGE ORDER WWTP BIOSOLIDS DEWATERING PROJECT**

**The City Council approved the Greater Texoma Utility Authority's intention to execute Change Order No. 1 to We Build, Inc., dba HWH Industrial, for construction of the Wastewater Treatment Plant Biosolids Dewatering Project.**
**Dewatering press equipment bids were also taken at the same time as the bids were receive for construction. These bids included screw presses, sludge pumping equipment, and polymer system equipment.**

**Andritz Separation Inc. submitted the low bid for he dewatering equipment in the amount t of $508,640. The estimated allowance for this equipment in the project bid process was $775,000. The difference between the actual equipment low bid and the estimate allowance included in the general contract bid is $266,360.**

**This Change Order results in a decrease of $266,360 in the original project price, with a revised contract amount of $1,832,019.**
**CONSENT AGENDA.**

**CONSIDER THE ABATEMENT OF SUBSTANDARD STRUCTURES AT THE FOLLOWING LOCATIONS:**

**SUBSTANDARD STRUCTURES ABATEMENT**

- **1323 EAST CHERRY (EAST SIDE ADDN, BLOCK 2, LOT PT 2), LIVIA RICKETTS DOUGLAS, OWNER**
- **817 EAST LAMAR (CHAFFINS 1ST ADDN, BLOCK 11, LOT 9 & 10), MARSHALL D. FULMER, OWNER**
- **1525 NORTH SHANNON (SHANNON R E 1ST ADDN, BLOCK 3, LOT PT 1), CECIL R. CROCKETT, OWNER**

**Don Keene, Assistant City Manager, stated there were seven (7) substandard structures discussed at the City Council meeting two weeks ago, with owners from three (3) of these properties addressing the Council and requesting additional time to possibly bring their structures up to code. He noted since that time, a signed release has been obtained from Mr. Crockett (1525 North Shannon) to demolish the structure. Mr. Crockett will be provided three (3) weeks to remove all items prior to demolition. We currently have a bid of $5,500 to perform the necessary work after three weeks.**

**Mr. Keene also reported with regards to the 817 East Lamar property, Mr. Fulmer has made some progress and is present tonight to provide an update. With regards to the property at 1323 East Cherry, the City has heard nothing from Mr. Ricketts on any progress.**

**ACTION TAKEN.**

**Motion by Council Member Couch to remove consideration of the abatement of Substandard Structures at 1323 E. Cherry Street, 817 E. Lamar Street, and 1525 N. Shannon Street, from table for consideration by the City Council. Second by Council Member Davis.**

**VOTING AYE: Couch, Davis, Johnson, Sofey, Steele, Watt.**
**VOTING NAY: None.**
**MOTION CARRIED TO REMOVE FROM TABLE.**

**Mr. Fulmer, owner of the property located at 817 E. Lamar, then addressed the Council and thanked them for working with him and providing time for him to make the necessary repairs to his property. He reported progress with his property is moving along great. He stated one of the major areas of concern, the front porch, is now sound at a cost of just under $1,000, the back porch is two days away from completion and all other structural work should be completed by this Friday. The roof is being handled by a local roofer and window panes are being removed and reglazed within the next two days. He noted he has allotted three (3) days for repairing the floor damage and cleaning the inside of the house to prepare for painting. The plan for painting the exterior is planned for three (3) days in the following week, including scrapping, power washing and painting the entire exterior. He noted, these repairs will not only bring the house up to code, but his house will stand out as one of the best looking houses on East Lamar. He discussed his budget of $10,000 and how that was being spent and noted his intention is to move back into his house no later than August 1st.**

**Mr. Ricketts, representative for the property located at 1323 E. Cherry, addressed the Council, noting he was in the process of getting the property legally changed to his name. He stated the cars will be removed this weekend, the painter, who was scheduled last Saturday, but due to health issues, was delayed, will also be there this Saturday. Mr. Ricketts stated he needs additional time for repairs.**

**Council Member Davis asked if Mr. Ricketts had a chance to get quotes from contractors to determine the cost to bring the property up to code. Mr. Ricketts stated he has had three different contractors take a look at the property with bids received from $1,500 to $2,500 and he has decided to go with the $2,500 bid.**

**Robby Hefton noted he felt the cost would be three times that amount in just materials and he feels the $2,500 bid is very low.**

**Mayor Plyler stated he recommends both Mr. Ricketts and Mr. Fulmer be provided an additional twenty (20) days and then City Staff can review the progress at that time.**

**Council Member Davis noted both property owners would need to acquire all the necessary building permits.**

**Mr. Fulmer stated since he was not remodeling, but only repairing, he was unaware he needed permits.**

**Scott Shadden, Director of Development Services, stated if there are changes to anything structurally, such as adding walls, moving windows or doors, bringing the roof, electric, plumbing or HVAC up to code, a permit is required.**

**Robby Hefton directed Mr. Fulmer and Mr. Ricketts to come in with their entire plans and work with Scott Shadden and**

**his department on the necessary permits, ensuring not only are the properties up to code, but safe.**

**Council Member Couch asked Mr. Ricketts what has been completed at the property, to which Mr. Ricketts stated the cars are being removed, but he hasn't been able to complete much as his sister has been ill. Council Member Couch reminded Mr. Ricketts that the Council wanted to see progress, including him putting the house in his name so he could speak on behalf of the property and progress has not happened at this point.**

**Council Member Davis clarified with Scott Shadden, that a plan can merely be written on a piece of paper, to which Mr. Shadden stated it does not require an architect, but it needs to be clear and to scale.**

**Council Member Steele asked if the building permits provide a deadline. Mr. Shadden stated the permits are in effect for twelve (12) months, unless otherwise specified by the Council.**

**Council Member Steele reiterated that with Mayor Plyler's recommendation, if an additional twenty (20) days is granted to provide time to pull permits and show progress is being made, at that end of that time, the City Staff can review the progress and make a decision without having to return to the Council for approval of their decision.**

**Council Member Couch stated the Council previously discussed providing 120 days for the owners to bring their properties to code, to which he feels is ample time. However, he did voice is disagreement in providing any additional time to Mr. Ricketts, as no progress has occurred since the last meeting in which additional time was provided.**

**Robby Hefton reminded the Council and those present that the City's goal is not to automatically tear down the homes, but provide notice and time for the owners to either bring them up to code or they would then be demolished. He recognized that Mr. Fulmer is working diligently and the staff**

**is willing to work with any owners to assist in moving forward with progress. However, he stated unless the Council makes the decision tonight to demolish the structures unless the properties are brought up to code, "a standing order for demolition in 120 days (4 months) if not completed", the staff will still need to return to the Council for approval to demolish.**

**Mr. Hefton also advised that during the last Council meeting, there were three structures that were provided additional time, but one of the owners determined after looking at the necessary costs to bring his structure up to code, that he would sign the release for demolition.**

**Council Member Davis clarified if the Council made a motion to give the property owners twenty (20) days to pull the necessary permits and finish the repairs in 120 days and there would be no demolish. However, if not completed in 120 days, the Council could then give staff the authority to proceed with demolition at the end of this time, if the structures were not brought up to code.**

**Council Member Couch stated he would recommend the owners be provided ten (10) business days to pull permits versus twenty (20). Council Member Sofey stated it is sometimes difficult to find a contractor and obtain a bid within ten (10) days.**

**Robby Hefton stated if the property owners are making progress, such as the noted progress Mr. Fulmer has already made, the staff is willing to work with them. However, if there is no progress, the staff will have the standing order for demolition.**

**Council Member Couch stated he feels there must be a sense of urgency and owners must be held accountable.**

**ACTION TAKEN.**

**Motion by Council Member Steele to issue a standard demolition order, contingent upon these properties having permits pulled within twenty (20) days and give staff the authority to follow through as necessary to determine if the structures need to be demolished or are brought to code within 120 days. Second by Council Member Davis.**

**VOTING AYE: Couch, Davis, Johnson, Sofey, Steele, Watt.**
**VOTING NAY: None.**
**MOTION CARRIED.**

**Robby Hefton noted if property owners are making great progress at 120 days, for example 90% complete, the staff is willing to work with them.**

**Mr. Hefton encouraged the owners to prepare their plan, get with Development Services and work with Scott Shadden and his staff on pulling the necessary permits.**

**CONSIDER REQUEST OF DOWNTOWN SHERMAN PRESERVATION & REVITALIZATION TO TEMPORARILY CLOSE CERTAIN STREETS FOR "CHRISTMAS IN JULY" ON SATURDAY, JULY 9, 2016**

**CLOSE STREETS "CHRISTMAN IN JULY" (JULY 9, 2016)**

**Mayor Plyler removed Item F-3 from the Consent Agenda for consideration in its regular order of business.**

**Karen Tooley addressed the City Council, noting this is the fourth (4th) year for the Christmas in July event, in which the downtown merchants participate. She noted they are expecting 1,000 children this year, which is twice the number of children that participated last year. Ms. Tooley noted with the increased number of children, DSP&R is requesting closure of Travis Street, between Lamar and Houston Streets, and Crockett Street, between Lamar and Houston Streets from 7:00 a.m. until 2:00 p.m.**

**It was noted, if the request is approved, barricades and cones would be provided by the Street Department and trash receptacles would be provided by the Solid Waste Department. DSP&R will work with the Police Department for security officers and they have been instructed that emergency vehicle accessibility must be maintained throughout the closed streets at all times.**

**ACTION TAKEN.**

**Motion by Council Member Johnson to approve the request of Downtown Sherman Preservation & Revitalization to temporarily close certain streets for "Christmas in July" on July 9, 2016, as presented. Second by Council Member Watt.**

**VOTING AYE: Couch, Davis, Johnson, Sofey, Steele, Watt.**
**VOTING NAY: None.**
**MOTION CARRIED.**

**CONSIDER REQUEST OF THE CRISIS CENTER OF GRAYSON COUNTY TO TEMPORARILY CLOSE CERTAIN STREETS FOR THE "SEEDS OF HOPE MOONLIGHT 5K & FUN RUN" ON SATURDAY, SEPTEMBER 24, 2016**

**CLOSE STREETS CRISIS CENTER "SEEDS OF HOPE MOONLIGHT 5K & FUN RUN" (SEPT. 24, 2016)**

**The City Council approved the request of the Crisis Center of Grayson County to temporarily close certain streets for the "Seeds of Hope Moonlight 5K & Fun Run" on September 24, 2016.**

**The event is a night run and will begin at 7:00 p.m. on City streets. It will include a live band, concession stand, and other activities around the Grayson County Court House. The Crisis Center plans to apply for an alcohol permit from the Texas Alcoholic Beverage Commission to provide free beer to participants after the race.**

**The run will require traffic control assistance, barricades, and cones from the City.**
**CONSENT AGENDA.**

**CITIZENS REQUESTS**

**CREEK TREE TRIMMING**

**CREEK TREE TRIMMING**

**J. J. McGrath, a Sherman resident and local business owner, addressed the Council and noted he has been contracted by Hoyte Dodge to create a network link between two of their buildings, which are their car dealership along Highway 75 and their new engine shop on Travis Street. Mr. McGrath noted there has been problems with tree coverage between the two properties, as well as the creek that runs behind them. He asked the Council for approval of tree trimming, to be paid by Hoyte Dodge or permission to erect a fifty (50) foot tower to get above the trees.**

**Robby Hefton, Don Keene, Council Members and Scott Shadden discussed property lines with regards to creeks and it was noted, the City does not own creeks. With regards to specific property lines, Don Keene requested Scott Shadden and Clay Barnett determine and this information would be provided to Mr. McGrath and Hoyte Dodge.**

**MEDIA QUESTIONS**

**MEDIA QUESTIONS**

**There were no media questions.**

**COUNCIL COMMENTS**

**COUNCIL COMMENTS**

**Council Member Davis asked how the recent blood drive (Sherman Police vs. Sherman Firefighters) went. Fire Chief Danny Jones reported over 100 pints were collected and Chief Otis Henry stated Sherman Police won.**

**Council Member Josey Sofety provided an update on development projects, noting getting water to that end of the City, building our tax base and progress on Highway 1417. He noted there is forward thinking progress for plan development.**

**Council Member Tom Watt thanked the City Staff for their contributions to the Juneteenth celebration this past weekend, making for a well organized, good time. He also noted the Sherman Police Department won the blood drive by six pints, as he brought six people with him, all casting their votes for the "good guys".**

**Council Member Johnson congratulated Old Iron Post on their one year anniversary this past Saturday, noted she was looking forward to Lights on the Lake and requested prayer for the Council as they enter Budget Session all day tomorrow.**

**ANNOUNCEMENTS**

**ANNOUNCEMENTS**

**Mayor Plyler thanked everyone involved in Juneteenth, noting it was a great Saturday. He also reminded everyone of the upcoming Hot Summer Nights concert this Thursday with Mike McClure performing.**

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

**EXECUTIVE SESSION**

**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.**

| | |
|---|---|
| **SECTION 551.071(2)** | **CONSULTATION WITH CITY ATTORNEY ON A MATTER IN WHICH THE DUTY OF THE ATTORNEY TO THE GOVERNMENTAL BODY UNDER THE TEXAS DISCIPLINARY RULES OF PROFESSIONAL CONDUCT OF THE STATE BAR OF TEXAS CLEARLY CONFLICTS WITH THIS CHAPTER: CONSULT WITH THE CITY ATTORNEY REGARDING LEGAL ISSUES WITH ORDINANCE REVISIONS** |
| **SECTION 551.074** | **PERSONNEL MATTERS: CONSIDER THE QUALIFICATION, APPOINTMENT AND REMOVAL OF MEMBERS TO BOARDS AND COMMISSIONS: SHERMAN HOUSING AUTHORITY BOARD (2)**<br><br>**DELIBERATE THE APPOINTMENT, EMPLOYMENT, EVALUATION, REASSIGNMENT, DUTIES, DISCIPLINE, OR DISMISSAL OF A PUBLIC OFFICER OR EMPLOYEE** |
| **SECTION 551.087** | **DELIBERATE REGARDING ECONOMIC DEVELOPMENT NEGOTIATIONS: DELIBERATE REGARDING COMMERCIAL OR FINANCIAL INFORMATION THAT THE CITY HAS RECEIVED FROM A BUSINESS PROSPECT AND DELIBERATE ANY OFFERS OR INCENTIVES TO THE BUSINESS PROSPECT** |

**On Motion duly made and carried, the Open Meeting recessed and reconvened in Executive Session at 5:48 p.m.**

**On Motion duly made and carried, the Executive Session recessed at 6:15 p.m. and reconvened in Open Meeting.**

**OPEN MEETING**

**OPEN MEETING**

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

**CONSIDER THE APPEAL FOR A VARIANCE TO ALLOW BEER AND WINE SALES WITHIN 300 FEET OF A SCHOOL (CRUTCHFIELD ELEMENTARY); MANJINDER SINGH, OWNER, SIDAK PETRO #2, LOCATED AT 415 SOUTH DEWEY AVENUE**

**VARIANCE TO ALLOW BEER & WINE SALES WITHIN 300 FEET OF CRUTCHFIELD ELEMENTARY SCHOOL (APPEAL DENIED)**

**ACTION TAKEN.**

**Motion by Council Member Couch to deny the appeal for a variance to allow beer and wine sales within 300 feet of Crutchfield Elementary School, at Sidak Petro #2, located at 415 S. Dewey Avenue. Second by Council Member Steele.**

**VOTING AYE: Couch, Davis, Johnson, Sofey, Steele, Watt.**
**VOTING NAY: None.**
**MOTION CARRIED TO DENY THE APPEAL.**

**HOUSING AUTHORITY BOARD (2)**

**HOUSING AUTHORITY BOARD**

**ACTION TAKEN.**

**Motion by Council Member Davis to reappoint Craig Anthony Davis, Sr. to the Housing Authority Board for a term from July 8, 2016 to June 1, 2018. and to appoint David Michael Ditto to fill an unexpired term from June 21, 2016 to June 1, 2017. Second by Council Member Couch.**

**VOTING AYE: Couch, Davis, Johnson, Sofey, Steele, Watt.**
**VOTING NAY: None.**
**MOTION CARRIED.**

**ADJOURNMENT**

**ADJOURNMENT**

**On Motion duly made and carried, the meeting adjourned at 6:19 p.m.**

**MAYOR**

**CITY CLERK**

**STATE OF TEXAS** §

**July 18, 2016**

**COUNTY OF GRAYSON** §

**BE IT REMEMBERED THAT A Regular 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 July 18, 2016.**

**MEMBERS PRESENT:** **MAYOR DAVID PLYLER.**
**COUNCIL MEMBERS COUCH, DAVIS, JOHNSON, STEELE, WATT.**

**MEMBERS ABSENT:** **DEPUTY MAYOR JASON SOFEY.**

**CALL TO ORDER**

**CALL TO ORDER**

**Mayor Plyler called the meeting to order at 5:00 p.m. He said Deputy Mayor Jason Sofey was ill and would not be able to attend the Council Meeting.**

**ACTION TAKEN.**

**Motion by Council Member Davis to excuse the absence of Deputy Mayor Jason Sofey. Second by Council Member Couch.**

**VOTING AYE: Couch, Davis, Johnson, Steele, Watt.**
**VOTING NAY: None.**
**MOTION CARRIED.**

**The Pledge of Allegiance and Invocation were given by Council Member Kevin Couch.**

**APPROVE MINUTES**

**APPROVE MINUTES**

**The Council reviewed the Minutes of the Called Joint Meeting with the Sherman Independent School District Board of Trustees of June 23, 2016, the Called City Council Meeting of July 5, 2016, and the Called City Council Meeting of July 12, 2016. Council Member Steele moved to approve the Minutes as presented; Second by Council Member Couch. All present voted AYE.**
**MOTION CARRIED.**

**RECOGNITION OF OUTGOING COUNCIL MEMBER**

**RECOGNITION OF OUTGOING COUNCIL MEMBER**

**Mayor Plyler said he had a good time serving the City together with Council Member Tom Watt and now Council Member Watt would go on to serve the citizens through the Grayson County Sheriff's Department. He recognized Sheriff Keith Gary for all he had done, adding that the Department would continue in good hands.**

**Mayor Plyler presented Council Member Watt with a plaque for his years of service. Council Member Davis also presented Council Member Watt with an engraved crystal in recognition of his service on the City Council.**

**Council Member Watt thanked Mayor Plyler and Council Member Davis. He said the City Council and the City staff had been an awesome group to work with, adding that**

**Robby Hefton "rocked the house" as City Manager. He said he originally ran for City Council to address the issues of substandard structures and a flood control program.**

**Both issues have been addressed and the City how has a Substandard Structure Program and a Flood Control Program with $53 million worth of projects. These projects will be taken in "little bites."**

**Council Member Watt said he was hired by Sheriff Gary on May 1, 2016 to serve as his Chief Deputy, and he learns from him every day. He said this is probably the "smoothest handoff from one Sheriff to another" in Texas history. He thanked Sheriff Gary for all he has done for him and for Grayson County.**

**He added that it had been a pleasure serving the citizens of Sherman.**

**<u>INTRODUCTION AND PUBLIC HEARING OF ORDINANCES</u>**

**ORD 5959 CERTIFICATES OF OBLIGATION FOR VARIOUS STREET & FACILITY IMPROVEMENT PROJECTS**

**Mayor Plyler introduced Ordinance No. 5959 and called for a public hearing:**
**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS, AUTHORIZING THE ISSUANCE OF "CITY OF SHERMAN, TEXAS, TAX AND WATERWORKS AND SEWER SYSTEM (LIMITED PLEDGE) REVENUE CERTIFICATES OF OBLIGATION, SERIES 2016"; SPECIFYING THE TERMS AND FEATURES OF SAID CERTIFICATES; PROVIDING FOR THE PAYMENT OF SAID CERTIFICATES OF OBLIGATION BY THE LEVY OF AN AD VALOREM TAX UPON ALL TAXABLE PROPERTY WITHIN THE CITY AND A LIMITED PLEDGE OF THE NET REVENUES FROM THE OPERATION OF THE CITY'S WATERWORKS AND SEWER SYSTEM; RESOLVING OTHER MATTERS INCIDENT AND RELATING TO THE ISSUANCE, PAYMENT, SECURITY, SALE AND DELIVERY OF SAID CERTIFICATES, INCLUDING THE APPROVAL AND EXECUTION OF A PAYING AGENT/REGISTRAR AGREEMENT AND THE APPROVAL AND DISTRIBUTION OF AN OFFICIAL STATEMENT; PROVIDING A REPEALER CLAUSE; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.**

**Robby Hefton, City Manager, said this is the final action on the issuance of a little over $7 million in Certificates of Obligation. The proceeds will be used for various general projects including street projects and renovating the Public Library.**

**Garry Kimball, Managing Director, Specialized Public Finance Inc., distributed a copy of the bid tally. This morning, at a competitive sale, they offered approximately $7 million in Certificates of Obligation. They received eight bids, representing 13 different firms.**

**Raymond James & Associates, Inc., provided the best bid with the lowest interest rate of 2.15%, on a 20 year fixed. He said they recently set an all-time record low in the tax exempt market, so the timing was great. The budgeted rate was 3.75%, which was conservative. The difference in total debt service over the 20 year term will be about $1.2 million.**

**Mr. Kimball added that the representative of Raymond James & Associates' father was a former City Manager of Sherman. He predicted on Friday that his firm would have the winning bid, and that was the case.**

**Mr. Kimball said this was a very good showing and was an attractive issue to the bidders. The City benefited from what's going on in the market and also from a lack of supply in Texas. He said this was the only "sizable issue" on the docket today and the City AA bond rating was very attractive.**

**Mr. Hefton said through the process of issuing the bonds, the City goes through a rigorous evaluation of the finances by Standard & Poor. He recognized the Finance Department Staff adding that the AA bond rating is something of which to be proud. He said there is no way the City can obtain a higher bond rating, with things that are in their control. He said there was good feedback about the City's financial controls and status, and about the conservative approach to budgeting.**

**Mr. Kimball said the City was in the highest rating category of every category that is in their control.**

**No citizens appeared before the City Council to discuss Ordinance No. 5959.**

**ORD 5960**
**ZONE CHANGE**
**(5011 N. HWY 75)**

**Mayor Plyler introduced Ordinance No. 5960 and called for a public hearing:**
**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 AT 5011 NORTH U.S. HIGHWAY 75, BEING 5.161 ACRES IN THE BROWN RICKETTS SURVEY, ABSTRACT NO. 1153 (RUSSELL SPEARS, OWNER; RODNEY OWENS, PARAMOUNT SENIOR LIVING, PROSPECTIVE BUYER; DFD ARCHITECTS, INC., ARCHITECT; AND KEEN SURVEYING, LLC, SURVEYOR); PROVIDING FOR A REPEALER.**

**Scott Shadden, Director of Development Services, said this is a five acre tract located at the northeast corner of US Hwy 75 and Fallon Drive. The request is for a nursing home and goes with Ordinance 5961 for a specific use permit.**

**<u>Rodney Owens, Paramount Senior Living</u>**
**Mr. Owens is the owner, operator, builder, and developer for the proposed nursing home. They formally owned some**

**beds in a facility in Gunter that was closed, and he said there is a need for a nursing facility in Grayson County. Originally he tried to purchase property west of US Hwy 75, however the neighborhood was opposed. He did have citizens comment that a new nursing facility is needed in the area.**

**Mr. Owens said there are several facilities in Sherman and Denison, but competition is good, when it comes to care. He said people associated with other facilities will be opposed to him opening a nursing home. Competition makes everyone "step their game up" and results in the best quality of care.**

**Donna Snyder, Executive Director, Beacon Hill, Denison, Texas**

**Ms. Snyder was opposed to approval of the request for another skilled nursing home in Grayson County. She said Grayson County currently has 10 nursing facilities, with a combined total of 1,264 licensed beds, of which 781 are currently occupied. This leaves 483 unoccupied beds. In the City of Sherman alone, there are 132 unoccupied beds.**

**Ms. Snyder said Grayson County currently suffers from a lack of certified nurses in the area. She said there are currently 55 positions open among these 10 nursing facilities, not including the 26 open positions that would be required to open the other half of the newest nursing facility.**

**She asked, how another nursing facility could be approved for the area with the demographics that are currently in place. More competition is not affordable for anyone, especially the residents of Grayson County, that require a licensed staff to provide care. She asked the City Council to not approve the new nursing facility.**

**Council Member Couch confirmed that Ms. Snyder's facility is located in Denison and they have 144 beds, with 114 currently occupied. Council Member Steele confirmed that Ms. Snyder's reason for the lack of competition is that there is not enough skilled staff in the area. She said not one of the 10 facilities are fully staffed. She added that it is hard financially on the facilities because they have to pay so much overtime.**

**Council Member Steele said, as a private business owner, he did not feel that a government body should discourage them from putting their money into any venture. It's up to the business owner how they will staff their facility. Council Member Davis said it's for the employees and the patients to decide what facility they want to go too.**

**Council Member Couch said he was elected to represent the citizens of Sherman and the interest of those citizens, and Mr. Owens finds it lucrative to open his business in Sherman and we appreciate that. He felt competition in the County**

**would be better for the patients. It may have some negatives on the "front end" but he felt everyone could do business as usual if the request was approved.**

**He asked Ms. Snyder to reiterate her opposition to the request. She said she was opposed because there were no facilities in Grayson County that were close to 90% occupied. There are not enough patients to go around.**

**Council Member Johnson said, as a Human Resources professional, she understood the staffing shortage. However, she also understood attracting and retaining staff with benefits, money, etc. She said a private business owner will have to determine those for themselves. Keeping and retaining employees depends on the pay scale at the facility.**

**Mayor Plyler reminded the Council that this item was really a zoning issue.**

**No other citizens appeared before the City Council to discuss Ordinance No. 5960.**

**ORD 5961**
**SUP FOR SKILLED NURSING FACILITY**
**(5011 N. HWY 75)**

**Mayor Plyler introduced Ordinance No. 5961 and called for a public hearing:**
**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS, AMENDING SECTION 8, SUBSECTION (5)(A), ORDINANCE NO. 2280, SO AS TO GRANT A SPECIFIC USE PERMIT TO ALLOW A SKILLED NURSING FACILITY IN A C-1 (RETAIL BUSINESS) DISTRICT/O-1 (75 & 82 OVERLAY) DISTRICT AT 5011 NORTH U.S. HIGHWAY 75, BEING 5.161 ACRES IN THE BROWN RICKETTS SURVEY, ABSTRACT NO. 1153 (RUSSELL SPEARS, OWNER; RODNEY OWENS, PARAMOUNT SENIOR LIVING, PROSPECTIVE BUYER, DFD ARCHITECTS, INC., ARCHITECT; AND KEEN SURVEYING, LLC, SURVEYOR); PROVIDING FOR A REPEALER CLAUSE; PROVIDING THAT THIS SPECIFIC USE PERMIT SHALL BE GRANTED SUBJECT TO CERTAIN CONDITIONS; PROVIDING A PENALTY NOT TO EXCEED $2,000.00.**

**Mr. Shadden said this is the SUP for the nursing facility and there was no opposition before the Planning and Zoning Commission.**

**No citizens appeared before the City Council to discuss Ordinance No. 5961.**

**ORD 5962**
**SUP FOR ONE-FAMILY RESIDENTIAL DWELLING**
**(715 N. ELM)**

**Mayor Plyler introduced Ordinance No. 5962 and called for a public hearing:**
**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS, AMENDING SECTION 8, SUBSECTION (5)(A), ORDINANCE NO. 2280, SO AS TO GRANT A SPECIFIC USE PERMIT TO ALLOW ONE-FAMILY RESIDENTIAL DWELLING IN A C-1 (RETAIL BUSINESS) DISTRICT AT 715 NORTH ELM STREET, BEING LOT 18, BLOCK 1, L.C. CHAPMAN ADDITION (RAY AND SARAH BEATY, OWNERS;**

**AND JARED TREDWAY DESIGN, DESIGNER); PROVIDING FOR A REPEALER CLAUSE; PROVIDING THAT THIS SPECIFIC USE PERMIT SHALL BE GRANTED SUBJECT TO CERTAIN CONDITIONS; PROVIDING A PENALTY NOT TO EXCEED $2,000.00**

**Mr. Shadden said the 700 block of North Elm Street is zoned Commercial, however there are several homes that have been there for years. They plan to build a single-family residence but will build to Commercial standards so it could be converted later. The Planning and Zoning Commission recommended approval of the request.**

**No citizens appeared before the City Council to discuss Ordinance No. 5962.**

**The Public Hearing was closed.**

**ADOPTION OF ORDINANCES**

**Ordinance 5959**

**ORD 5959 CERTIFICATES OF OBLIGATION FOR VARIOUS STREET & FACILITY IMPROVEMENT PROJECTS**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS, AUTHORIZING THE ISSUANCE OF "CITY OF SHERMAN, TEXAS, TAX AND WATERWORKS AND SEWER SYSTEM (LIMITED PLEDGE) REVENUE CERTIFICATES OF OBLIGATION, SERIES 2016"; SPECIFYING THE TERMS AND FEATURES OF SAID CERTIFICATES; PROVIDING FOR THE PAYMENT OF SAID CERTIFICATES OF OBLIGATION BY THE LEVY OF AN AD VALOREM TAX UPON ALL TAXABLE PROPERTY WITHIN THE CITY AND A LIMITED PLEDGE OF THE NET REVENUES FROM THE OPERATION OF THE CITY'S WATERWORKS AND SEWER SYSTEM; RESOLVING OTHER MATTERS INCIDENT AND RELATING TO THE ISSUANCE, PAYMENT, SECURITY, SALE AND DELIVERY OF SAID CERTIFICATES, INCLUDING THE APPROVAL AND EXECUTION OF A PAYING AGENT/REGISTRAR AGREEMENT AND THE APPROVAL AND DISTRIBUTION OF AN OFFICIAL STATEMENT; PROVIDING A REPEALER CLAUSE; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.**

**Ordinance 5960**

**ORD 5960 ZONE CHANGE (5011 N. HWY 75)**

**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 AT 5011 NORTH U.S. HIGHWAY 75, BEING 5.161 ACRES IN THE BROWN RICKETTS SURVEY, ABSTRACT NO. 1153 (RUSSELL SPEARS, OWNER; RODNEY OWENS, PARAMOUNT SENIOR LIVING, PROSPECTIVE BUYER; DFD ARCHITECTS, INC., ARCHITECT; AND KEEN SURVEYING, LLC, SURVEYOR); PROVIDING FOR A REPEALER.**

**Ordinance 5961**

**ORD 5961 SUP FOR SKILLED NURSING FACILITY**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS, AMENDING SECTION 8, SUBSECTION**

**(5)(A), ORDINANCE NO. 2280, SO AS TO GRANT A SPECIFIC USE PERMIT TO ALLOW A SKILLED NURSING FACILITY IN A C-1 (RETAIL BUSINESS) DISTRICT/O-1 (75 & 82 OVERLAY) DISTRICT AT 5011 NORTH U.S. HIGHWAY 75, BEING 5.161 ACRES IN THE BROWN RICKETTS SURVEY, ABSTRACT NO. 1153 (RUSSELL SPEARS, OWNER; RODNEY OWENS, PARAMOUNT SENIOR LIVING, PROSPECTIVE BUYER, DFD ARCHITECTS, INC., ARCHITECT AND KEEN SURVEYING, LLC, SURVEYOR); PROVIDING FOR A REPEALER CLAUSE; PROVIDING THAT THIS SPECIFIC USE PERMIT SHALL BE GRANTED SUBJECT TO CERTAIN CONDITIONS; PROVIDING A PENALTY NOT TO EXCEED $2,000.00.**

**(5011 N. HWY 75)**

**Ordinance 5962**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS, AMENDING SECTION 8, SUBSECTION (5)(A), ORDINANCE NO. 2280, SO AS TO GRANT A SPECIFIC USE PERMIT TO ALLOW ONE-FAMILY RESIDENTIAL DWELLING IN A C-1 (RETAIL BUSINESS) DISTRICT AT 715 NORTH ELM STREET, BEING LOT 18, BLOCK 1, L.C. CHAPMAN ADDITION (RAY AND SARAH BEATY, OWNERS; AND JARED TREDWAY DESIGN, DESIGNER); PROVIDING FOR A REPEALER CLAUSE; PROVIDING THAT THIS SPECIFIC USE PERMIT SHALL BE GRANTED SUBJECT TO CERTAIN CONDITIONS; PROVIDING A PENALTY NOT TO EXCEED $2,000.00**

**ORD 5962**
**SUP FOR ONE-FAMILY RESIDENTIAL DWELLING**
**(715 N. ELM)**

**ACTION TAKEN.**

**Motion by Council Member Couch to adopt Ordinance Nos. 5959, 5960, 5961, and 5962, as presented. Second by Council Member Watt.**

**VOTING AYE: Couch, Davis, Johnson, Steele, Watt.**
**VOTING NAY: None.**
**MOTION CARRIED.**

**CONSENT AGENDA**

**The Council reviewed the Consent Agenda. Council Member Davis moved to approve the Consent Agenda, as presented. Second by Council Member Steele. All present voted AYE.**

**CONSENT AGENDA**

**RESOLUTIONS**

**RESOLUTION NO. 6103 – AUTHORIZING THE EXECUTION OF AN ADVANCE FUNDING AGREEMENT BETWEEN THE CITY OF SHERMAN AND THE STATE OF TEXAS, ACTING BY AND THROUGH THE TEXAS DEPARTMENT OF TRANSPORTATION, FOR A TRANSPORTATION ALTERNATIVES PROGRAM PROJECT (SHERMAN STREETSCAPE PHASE II)**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS, AUTHORIZING THE EXECUTION OF AN ADVANCE FUNDING AGREEMENT BETWEEN THE CITY OF SHERMAN AND THE STATE OF TEXAS, ACTING BY AND THROUGH THE TEXAS DEPARTMENT OF TRANSPORTATION, FOR A TRANSPORTATION ALTERNATIVES PROGRAM PROJECT (SHERMAN STREETSCAPE PHASE II).**

**RES 6103**
**ADVANCE FUNDING AGREEMENT (SHERMAN STREETSCAPE PHASE II)**

**Clint Philpott, City Engineer, said the City applied for a grant with the Texas Department of Transportation for sidewalk extensions, east of the downtown area. This agreement allows the City to move forward with the engineering designs.**

**ACTION TAKEN.**

**Motion by Council Member Johnson to approve Resolution No. 6103, as presented. Second by Council Member Watt.**

**VOTING AYE: Couch, Davis, Johnson, Steele, Watt.**
**VOTING NAY: None.**
**MOTION CARRIED.**

**RES 6104 DEVELOPER'S AGREEMENT PEBBLEBROOK SOUTH, PHASE III**

**RESOLUTION NO. 6104 – AUTHORIZING EXECUTION OF A DEVELOPER'S AGREEMENT WITH ZAKIAH US, LLC % GEES, INC. FOR THE CONSTRUCTION OF PUBLIC FACILITIES IN PEBBLEBROOK SOUTH PHASE III, AN 8.99 ACRE SUBDIVISION SOUTH OF PARK STREET ALONG SOUTHRIDGE LANE IN THE CITY OF SHERMAN**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS, AUTHORIZING EXECUTION OF A DEVELOPER'S AGREEMENT WITH ZAKIAH US, LLC % GEES, INC. FOR THE CONSTRUCTION OF PUBLIC FACILITIES IN PEBBLEBROOK SOUTH PHASE III, AN 8.99-ACRE SUBDIVISION SOUTH OF PARK STREET ALONG SOUTHRIDGE LANE IN THE CITY OF SHERMAN.**

**Mr. Philpott said this agreement is for the streets, water, and sewer in a 46 lot development. They appeared before the City Council last month with Phase II, which was 45 lots. This is Phase III.**

**ACTION TAKEN.**

**Motion by Council Member Watt to approve Resolution No. 6104, as presented. Second by Council Member Steele.**

**VOTING AYE: Couch, Davis, Johnson, Steele, Watt.**
**VOTING NAY: None.**
**MOTION CARRIED.**

**OTHER BUSINESS**

**SEDCO QUARTERLY REPORT**

**RECEIVE QUARTERLY PROGRESS REPORT FROM SHERMAN ECONOMIC DEVELOPMENT CORPORATION BOARD SECRETARY JOHN SILD AND SEDCO PRESIDENT JOHN PLOTNIK**

**John Sild, Sherman Economic Development Corporation Secretary, presented the Quarterly Report. He outlined completed projects such as the project to widen Progress Drive in Progress Park III, which created a parking lane for trucks waiting to off-load materials at Progress Rail Services and Panda Sherman Power.**

**SEDCO hosted its 20th Anniversary Celebration on April 25, 2016. They also entered an agreement with Texas Aviation Partners to market the North Texas Regional Airport to**

**attract new jobs and investments to the region. SEDCO also entered a performance agreement with J.P. Hart Lumber to provide a $510,000 incentive toward a $5.5 million capital investment to construct a lumber and building materials distribution center and the staffing of 37 employees.**

**Mr. Sild said SEDCO is working on 11 active projects with an estimated $1.1 billion in investments and the possibility of 2,184 new jobs.**

**During the past quarter, SEDCO paid a total of $802,000 in grant funds for $25 million in capital investment and up to 79 jobs. They had 19 site visits from companies interested in possible location within Sherman. SEDCO also visited with 86 site selectors, commercial brokers, and other real estate professionals to discuss Sherman's assets, to give them the information they will need to promote the community.**

**SEDCO is also working with Burlington Northern Santa Fe Railway to showcase Progress Industrial Park as a rail served, shovel ready site for new industry. These marketing channels will give Sherman a national and international venue for marketing.**

**LARGE LOT ORDINANCES**

**RECEIVE PRESENTATION ON PROPOSED CHANGES TO THE SHERMAN CODE OF ORDINANCES RELATED TO LARGE LOTS**

**Mr. Hefton said about a year ago, the City was faced with a complaint from a lady whose neighbors had goats. The staff eventually presented a proposal to govern this type of activity based on lot size and a one acre lot was the demarcation point.**

**Since that time, the staff has been looking for other issues that could be managed through the size of a lot. As the City grows to the west, many of the properties that have been annexed are large lots with different needs from the central City.**

**Nate Strauch, Communications Manager, and Pam Cloer, Assistant to the City Manager, were tasked with looking at other issues that might be governed by lot size.**

**Mr. Strauch introduced the project saying that most cities treat every lot the same, regardless of size. After a review of the City's ordinances, there were several areas that were identified that could be improved for citizens with large lots.**

**He explained his criteria for examining the ordinances, including why the ordinance was enacted, its benefit to the property owner, cost to the property owner, benefit to the neighbors or community, do the costs/benefits change on large lots, and does it make sense to "recalibrate the scales" of private property rights vs neighborhood/community benefit.**

**Based on those criteria, Mr. Strauch presented eight areas that might be improved based on large lot size. These areas for consideration include driveway requirements, vehicle parking, trailer storage, required sewer connection, fencing, R-A Zoning, animals, and open burning.**

**The staff recommended the following changes, based on lot size:**

- **On lots of one acre or more, driveways do not automatically have to be paved**
- **Parking on a standard driveway is required on lots of less than one acre**
- **RVs and trailers, except small travel trailers, on lots of less than one acre, shall be housed in a building**
- **Septic systems are not allowed in the City, but it is a defense to prosecution if the owner/occupant has obtained a permit from Grayson County and installed a functioning septic system**
- **Allow barbed-wire fences for the "husbandry of livestock"**
- **For R-A Zoning, decrease minimum lot size from two acres to one acre, eliminate the set-back requirements, and eliminate the requirement for paved parking**
- **Prohibits swine on lots of less than one acre**
- **Unlawful to keep bees on any lot of less than five acres, however they may still be declared a nuisance if maintained in a way to negatively affect neighboring lots**
- **A dog, on the owner's private property, is not required to be on a leash or chain if the dog remains on the premises**

**Council Member Steele asked if the staff had considered "tiny houses." He asked about code requirements for these types of structures. Mr. Shadden said most tiny houses would not meet the City's Code for safety. Council Member Steele asked the staff to look at the requirements for tiny houses.**

**Council Member Couch said another phenomenon is storage containers or multiple containers being converted into larger homes. He felt the staff should also review the Code for these types of homes.**

**Council Member Davis asked if the staff had considered eliminating some types of materials for driveways that cause dust. He added that there are some rocks, such as granite, that produce less dust.**

**Mr. Strauch said if the City Council was in favor of these changes, the staff would present them in the form of an ordinance at a future meeting.**

**One other item was considered in regards to large lots, and that was the issue of open burning. Currently, open burning is not allowed inside the City limits. The International Fire Code, which has been adopted by the City, does allow open burning at distances closer to buildings than what the staff is proposing.**

**He said, on a large lot, open burning would be less likely to damage your neighbor's property than on a small lot. The current ordinance allows small fires (3' x 3 x 2) within fire pits, chimneas, or enclosed structures. Large fires (up to 30' x 10 x 10) would still require approval from the Fire Department.**

**The staff is proposing the adoption of a "standing permit" ordinance to allow burning of medium-sized brush piles under conditions identical to what is required for large fires, such as wind speed, humidity, and no burn ban.**

**Mr. Strauch said that currently, if a citizen wants to have a fire larger than a 3' x 3 x 2 fire, they must pay the City a fee of $1,000 per day; conduct the fire with the property owner present, or with his permission; must sign a liability release; humidity must be greater than 40%; wind speed must be less than 15 mph; burn pile must be less that 30' x 10 x 10; there must be no burn ban in effect; and they must submit a map showing the burn location to the Fire Department.**

**He said the staff is proposing to carve a niche for homeowners on large lots to allow them to conduct medium-sized open burns without explicit permission. All safety-related requirements would still have to be met.**

**With the "standing permit," there would be no fee paid to the City; no signed liability release; the burn pile must be less than 10' x 10 x 5; and there would not need to be a map of the burn location submitted to the Fire Department. Two additional requirements would be that the fire must be 100 feet from any structure and all property lines and 300 feet from any "sensitive receptor," which is a requirement from the Texas Commission on Environmental Quality (TCEQ). A sensitive receptor is a residence other than the actual property owner's house, a commercial business, livestock, an immediately occupied structure, or any type of live vegetation that could be harmed by smoke.**

**Mr. Strauch said the homeowner could also get written permission from the neighbors to conduct an open burn within 100 feet of any sensitive receptor.**

**Other TCEQ requirements include that the burning must not cause a "nuisance or traffic hazard" regardless of the location, the burned material must have been grown on-site, no open burning can be started before sunrise or after sunset, and the fires must be attended at all times.**

**Council Member Davis confirmed that the City offers brush pickup for all lots within the City, but Mr. Hefton said they are limited to a certain amount. Council Member Davis asked why a property owner would burn on the property rather than have it picked up. Mr. Hefton said burning is for vegetation on a property and if there is a lot of trees or other vegetation, it is easier to burn it in smaller piles rather than move it curbside for pickup. Mr. Strauch added that brush pickup is only allowed once per month at each property.**

**Council Member Steele verified that there could be multiple burn piles on property, as long as each pile meets the requirements. Council Member Watt verified that the rules would be enforced by the Fire Marshal. Mr. Hefton said language could be added to require that multiple piles are a specific distance apart. Mr. Strauch said the ordinance was aimed at the homeowner and not a developer on a larger piece of property.**

**Mr. Hefton said there are other issues that will be discussed later and added that it is a "delicate balance" to protect the welfare and safety of the entire community and still protect property rights.**

**Council Member Couch said the requirement that a fire must be 100 feet from any structure and all property lines was twice the distance required by the International Fire Code. He asked about the thought process for that decision. Mr. Strauch said that distance is used other places in the Fire Code and is thought to be a distance where the Fire Department could arrive before the fire spread. Danny Jones, Fire Chief, added that the fire codes were not written specifically for Sherman, Texas, but must apply to all cities.**

**Council Member Johnson verified that for a large developer with a large burn, the requirements would still stand. Council Member Davis verified that the fire must be attended constantly. Council Member Steele felt if there were going to be multiple burn piles, the owner should notify the Fire Department. Chief Jones agreed that anytime the burn is larger than a fire pit, the Fire Department needs to be notified so they know what's going on.**

**Mr. Strauch said the staff has also worked on the issues of firearms and fireworks, however they are not ready to make any recommendations. Currently firearms are prohibited in the City limits, but the Texas Local Government Code limits what the City can actually regulate.**

**Also, fireworks are currently not allowed in the City, but the staff has discussed allowing citizens some freedom if they are on a large lot. That may be brought back to the City Council at a later date.**

**Mr. Strauch presented three other large-lot ordinances that he felt might be considered, but were not approved by the**

**City Manager. These include an exemption from the International Codes for building, no requirement to pull a building permit, and a substandard structure exemption as it might apply to an "old barn."**

**Council Member Davis verified that the Carriage Estates, Setting Sun Estates, and Wilsonwood Way Subdivisions include lots that are two plus acres. There are also some individually platted plots that include dozens of acres. There are some developers that are currently planning subdivisions that want to use large lots. The discussion is how to balance the rights of individuals and property owners.**

**CLOSE STREETS "A" RUN FOR 'ROOS (OCT. 15, 2016)**

**CONSIDER REQUEST OF AUSTIN COLLEGE TO TEMPORARILY CLOSE CERTAIN STREETS FOR THE 2016 "A" RUN FOR 'ROOS ON SATURDAY, OCTOBER 15, 2016**

**The City Council approved the request of Austin College to temporarily close certain streets surrounding the campus, for the 2016 "A" Run for 'Roos on October 15, 2016. City labor and equipment will be used to provide traffic control assistance and implement barricade placement and removal. CONSENT AGENDA.**

**QUARTERLY INVESTMENT REPORT**

**APPROVE QUARTERLY INVESTMENT REPORT FOR QUARTER ENDED JUNE 30, 2016**

**The City Council approved the Quarterly Investment Report for the quarter ended June 30, 2016. A separate report was included for the Tax Note proceeds as required by the City's Investment Policy.**

**As of June 30, 2016, the portfolios were in compliance with applicable State laws and the Investment Policy. The Operating investment portfolio had a book value of about $19.4 million, a decrease of about $1.1 million from the prior quarter of $20.5 million, due to a called U.S. Agency Security and purchases and maturities of several State of Texas Obligations, a Certificate of Deposit maturity and renewal, and a withdrawal from a Local Government Investment Pool.**

**The underlying investments were adequately diversified among four different types of securities. This portfolio is appropriately liquid and its weighted-average maturity was about 496 days, down slightly from 498 days from last quarter.**

**The portfolio yield of 0.903% for the quarter is higher than the benchmark yield of 0.45%. The portfolio value on the City's books is essentially equal to the market value of the overall portfolio.**

**The CO debt proceeds portfolio balance of $1.8 million was invested in a Local Government Investment Pool with a maturity of one day. The only transaction in this portfolio**

was the receipt of interest income. The yield of .35% was above the benchmark yield of .20% for this portfolio. Book value and market value were about the same.
CONSENT AGENDA.

SITE PLAN APPROVAL & EXCEPTION IN BLALOCK DIST. FOR FISHER CONTROLS

SITE PLAN APPROVAL AND EXCEPTION FOR FISHER CONTROLS INTERNATIONAL, INC., OWNERS; FISHER CONTROLS, TENANT; AND ALAN McKELVA, REPRESENTATIVE; UNDER ORDINANCE NO. 2252, ARTICLE IV, SECTION 410(2)(J) FOR THE CONSTRUCTION OF AN ADDITION FOR A POWDER PAINT SYSTEM FOR FISHER CONTROLS AND EXCEPTION UNDER ORDINANCE NO. 2252, ARTICLE IV, SECTION 410(2)(M) TO ALLOW PAINTED "R" TYPE PANELS ON AN OUTDOOR CURE OVEN FOR A POWDER PAINT SYSTEM IN LIEU OF REQUIRED MASONRY IN THE BLALOCK INDUSTRIAL PARK DISTRICT AT 4725 SOUTH U.S. HIGHWAY 75

The City Council approved the Site Plan and Exception for Fisher Controls International, Inc., for the construction of an addition for a Powder Paint System at their facility, located at 4725 S. US Hwy 75. The Exception was to allow painted "R" Type Panels on an Outdoor Cure Oven, in lieu of the required masonry in the Blalock Industrial Park District.

The Planning and Zoning Commission recommended approval of the Site Plan and the Exception, subject to the Staff Review Letter.
CONSENT AGENDA.

FINAL PLAT APPROVAL FOR PEBBLEBROOK SOUTH, PHASE III

FINAL PLAN APPROVAL OF PEBBLEBROOK SOUTH, PHASE III, BEING 8.99 ACRES IN THE ELIZABETH JONES SURVEY, ABSTRACT NO. 625; ZAKIAH US, LLC, OWNERS; GEES, INC., ENGINEER; AND COX LAND SURVEYING COMPANY, SURVEYOR (2300 BLOCKS OF PEGGEY'S COVE AND SOUTHRIDGE LANE AND 3400-3500 BLOCKS OF HANAN STREET)

The City Council approved the Final Plat of Pebblebrook South, Phase III, which is 8.99 acres, located in the 2300 blocks of Peggey's Cove and Southridge Lane and the 3400 to 3500 blocks of Hanan Street.

The property is located in the Pebblebrook Subdivision on S. FM 1417 and the owners would like to plat the property into 46 lots for residential development. The Planning and Zoning Commission recommended approval of the Final Plat, subject to the Staff Review Letter.
CONSENT AGENDA.

CITIZENS REQUESTS

CITIZENS REQUESTS
There were no citizen's requests.

MEDIA QUESTIONS

MEDIA QUESTIONS
There were no media questions.

**COUNCIL COMMENTS**

**SEDCO'S 20TH ANNIVERSARY**

**SEDCO'S 20TH ANNIVERSARY**

**Council Member Johnson congratulated the Sherman Economic Development Corporation on their 20th Anniversary.**

**CHRISTMAS IN JULY**

**CHRISTMAS IN JULY**

**Council Member Johnson said "Christmas in July" was amazing and congratulated those that participated**

**SARAH McRAE'S BIRTHDAY**

**SARAH McRAE'S BIRTHDAY**

**Council Member Johnson wished Sarah McRae, Tourism/ Main Street Manager "Happy Birthday."**

**PLEASURE WORKING AS CITY COUNCIL MEMBER**

**PLEASURE WORKING AS CITY COUNCIL MEMBER**

**Council Member Watt said it has been a pleasure working with everyone and encouraged them to "keep up the good work."**

**RECOGNITION FOR COUNCIL MEMBER TOM WATT**

**RECOGNITION FOR COUNCIL MEMBER WATT**

**Council Member Davis said he met Council Member Watt when they both filed to run for City Council, but in different districts. He said fortunately they weren't running against each other.**

**During these last three years, he said he has gotten to know Council Member Watt pretty well, and knows he has the City's best interest at heart. He also has come to know him as a man of virtue, faith, integrity, and a dedication to serving others. He added that we are blessed to have people like Council Member Watt in our community, and the community is blessed to have so many people with those attributes, serving.**

**Council Member Davis thanked Council Member Watt for his honesty, integrity, and willingness to serve the citizens of Sherman and of Grayson County. He said he is an inspiration to everyone. He wished him good luck on his new job.**

**RECOGNITION FOR COUNCIL MEMBER WATT**

**RECOGNITION FOR COUNCIL MEMBER WATT**

**Council Member Steele said he has known Council Member Watt for many years, and hasn't found anyone that would say anything bad about him. He congratulated him on his election as Sheriff and said he looked forward to many more years of him serving the County.**

**RECOGNITION FOR COUNCIL MEMBER WATT**

**RECOGNITION FOR COUNCIL MEMBER WATT**

**Council Member Couch said he hasn't known Council Member Watt as long, but he has been a "great encourager" to him. He also appreciated his service for the citizens of Sherman.**

**LARGE LOT ORDINANCES**

**LARGE LOT ORDINANCES**

**Council Member Couch said he was excited to be a part of a governmental body that was forward thinking in looking at laws and bringing ideas forward for discussion.**

**ANNOUNCEMENTS**

**ANNOUNCEMENTS**

**Mayor Plyler announced the following:**

- **A Parks and Recreation Master Plan Public Input Session will be held on July 19, 2016, at 6:30 p.m. in the Municipal Ballroom. Citizens should attend and give input on the parks system.**
- **Hot Summer Nights will continue on July 21, 2016 at 7:30 p.m. with the band "Eleven Hundred Springs."**
- **The final Hot Summer Nights performance will be July 28, 2016, with the band "Los Lonely Boys."**

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

**EXECUTIVE SESSION**

**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.**

| | |
|---|---|
| **SECTION 551.071(1)** | **CONSULTATION WITH CITY ATTORNEY CONCERNING PENDING OR CONTEMPLATED LITIGATION** |
| **SECTION 551.074** | **PERSONNEL MATTERS: DELIBERATE THE APPOINTMENT, EMPLOYMENT, EVALUATION, REASSIGNMENT, DUTIES, DISCIPLINE OR DISMISSAL OF A PUBLIC OFFICER OR EMPLOYEE** |
| **SECTION 551.087** | **DELIBERATE REGARDING ECONOMIC DEVELOPMENT NEGOTIATIONS: DELIBERATE REGARDING COMMERCIAL OR FINANCIAL INFORMATION THAT THE CITY HAS RECEIVED FROM A BUSINESS PROSPECT AND DELIBERATE ANY OFFERS OR INCENTIVES TO THE BUSINESS PROSPECT** |

**On Motion duly made and carried, the Open Meeting recessed and reconvened in Executive Session at 6:26 p.m.**

**On Motion duly made and carried, the Executive Session recessed at 6:51 p.m. and reconvened in Open Meeting.**

**OPEN MEETING** — **OPEN MEETING**

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

**APPOINTMENT TO FILL UNEXPIRED DISTRICT 3 TERM ON THE CITY COUNCIL** — **APPOINTMENT TO FILL UNEXPIRED COUNCIL TERM**

**ACTION TAKEN.**

**Motion by Council Member Steele to appoint Pam Howeth to fill the unexpired District 3 City Council term vacated when Council Member Tom Watt resigned. The appointment will be to serve until the next Regular Municipal Election in November 2016. Second by Council Member Couch.**

**VOTING AYE: Couch, Davis, Johnson, Steele, Watt.**
**VOTING NAY: None.**
**MOTION CARRIED.**

**OATH OF OFFICE** — **OATH OF OFFICE**

**Linda Ashby, City Clerk, administered the Oath of Office to the following Council-appointed position.**

**Council Member, District 3 Pam Howeth**

**NEW COUNCIL**

**MEMBERS PRESENT: Mayor David Plyler.**
**Council Members Couch, Davis, Howeth, Johnson, Steele.**

**MEMBERS ABSENT: Deputy Mayor Jason Sofey.**

**ADJOURNMENT** — **ADJOURNMENT**

**On Motion duly made and carried, the meeting adjourned at 6:53 p.m.**

**MAYOR**

**CITY CLERK**

# $6,970,000
# CITY OF SHERMAN, TEXAS
# TAX AND WATERWORKS AND SEWER SYSTEM (LIMITED PLEDGE) REVENUE CERTIFICATES OF OBLIGATION, SERIES 2016

**Sealed Bids Due Monday, July 18, 2016, at 9:30 AM, CDT**

| Bidder | True Interest Cost | Submitted Via |
|---|---|---|
| Raymond James & Associates, Inc. | 2.156121%* | Parity |
| Citigroup Global Markets, Inc. | 2.219656% | Parity |
| FTN Financial Capital Markets | 2.288547% | Parity |
| BOSC, Inc. | 2.302174% | Parity |
| HilltopSecurities | 2.314054% | Parity |
| Coastal Securities, Inc.<br>-Crews & Associates, Inc.<br>-Intercoastal Capital Markets<br>-M.E. Allison & Co., Inc.<br>-SAMCO Capital Markets<br>-Wells Nelson & Associates LLC | 2.355360% | Parity |
| Robert W. Baird & Co., Inc. | 2.364177% | Parity |
| William Blair & Company, LLC | 2.583022% | Parity |

*Based on the revised amortization schedule, the final True Interest Cost is 2.1455457%.

SPECIALIZED PUBLIC FINANCE INC.
FINANCIAL ADVISORY SERVICES

When one size doesn’t fit all

# Large Lot Ordinances

# Examining purpose and practice

- Why was an ordinance enacted?
  - *Ordinance 6.1.002 – paved driveways*
- What, if any, benefit does it provide to the property owner?
  - *No muddy tires?*
- What, if any, costs are borne by the property owner?
  - *$$$*
- What benefit does it provide to her neighbors and/or community?
  - *No dust from vehicles using driveways*
  - *Keeps cement truck drivers employed*
- Do those costs and/or benefits change substantially on large lots
  - *Yes and yes*
- Does it make sense to recalibrate the scales of private property rights vs. neighborhood/community benefit?

# Suggested Areas of Improvement

- *Driveway requirements (6.01.002)*
- *Vehicle parking (12.04.008)*
- *Trailer storage (3.08.004)*
- *Required sewer connection (13.07.146)*
- *Fencing (8.02.001)*
- *R-A Zoning (6.1.001)*
- *Animals (2.01.004)*
- *Open burning (3.02.002)*

# Driveways

- Why was this ordinance enacted?
  - *Dustless surfaces benefit neighbors*
- Are these benefits mitigated on large lots?
  - *Yes, more room between neighbors means dust dissipates*
  - *Larger lots means longer driveways means higher costs*
- Suggested change:

(h) Paving. Any off-street parking area, service drive or driveway *on all commercial lots and any residential lot of less than one (1) acre* shall be surfaced with an asphaltic or portland cement binder pavement so as to provide a durable and dustless surface.

# Vehicle Parking

- Why was this ordinance enacted?
  - *Dustless surfaces benefit neighbors*
  - *Discourage neighborhood clutter*
- Are these benefits mitigated on large lots?
  - *Yes, more room between neighbors means dust dissipates*
  - *More space means less clutter*
- Suggested change:

(c) Standard driveway parking. ~~It~~ *On lots of less than one (1) acre, it* shall be unlawful for ... an owner, occupant, manager or person in charge of real property zoned residential ... to park, stand, store, or drive upon any surface ... any motor vehicle ... other than upon a standard driveway.

- Similar change for non standard driveways

# RV / Trailer Storage

- Why was this ordinance enacted?
  - *Discourage neighborhood clutter*
- Are these benefits mitigated on large lots?
  - *More space means less clutter*
  - *Code enforcement already treats large lots differently = common sense*
- Suggested change:

*(a) On lots of less than one (1) acre,* all trailers classified under dead storage shall be housed in a building except small travel trailers…

# Septic Systems

- Current language:

*"Any owner ... of any property located within two hundred (200) feet of any street or alley ... along which extends any sewer or system ... who shall ... use or permit to be used upon such property or premises any ... receptacle of sewerage not duly connected with such sewers or sewerage system ... shall be guilty of a misdemeanor."*

- Layman's terms: Septic tanks are criminal.

# Septic Systems

- Why was this ordinance enacted?
  - *Prevents concentrations of brown water release*
- Are these benefits mitigated on large lots?
  - *More space means less concentration*
  - *Utility Department already treats grandfathered septic tanks on large lots differently = common sense*
- Suggested change:

*(c) It shall be a defense to prosecution under this section if the owner, agent or occupant has obtained a septic tank permit from Grayson County and installed a functioning septic system to collect all sewage on the property.*

# Fencing

- Why was this ordinance enacted?
  - *Barbed-wire fences can be dangerous*
- Are these benefits mitigated on large lots?
  - *Barbed-wire fences are cheap, effective animal control devices*
  - *You can't (shouldn't?) raise large livestock on small lots, anyway*
- Suggested change:

It shall be unlawful for any person to build or erect~~, maintain, reerect or repair in any manner~~ any barbed wire fence ... along or adjoining any public street, alley, or grounds within the city ... such fences being regarded as dangerous to the traveling public. The building inspector may, by special permit, allow such fences for the protection of factories and manufacturing establishments, *for the husbandry of livestock,* ~~and~~ *or* where it is necessary for protection of public utilities or other facilities in time of war or emergency.

# R-A Zoning

- Current rules:
  - Minimum lot size: 2 acres
  - 15-foot setback requirements
  - Additional requirements for side setbacks
  - *“Any off-street parking area, service drive or driveway shall be surfaced with an asphaltic or portland cement binder pavement so as to provide a durable and dustless surface.”*

# R-A Zoning

- Why was this ordinance enacted?
  - "To prevent intensive residential development until such time as major streets, utilities and other facilities can be economically provided "
- Are these benefits mitigated on large lots?
  - *Discourages large-lot homebuilding*
  - *Setbacks make less sense when homes are far apart*
  - *Dustless surfaces once again not necessary*
- Suggested change:
  - *Decrease minimum lot size from 2-acres to 1-acre*
  - *Eliminate set-back requirements*
  - *Eliminate paved parking requirement*

# Animals - Swine

- Why was this ordinance enacted?
  - *To prevent people from raising swine in city limits*
- Are these benefits mitigated on large lots?
  - *The City Council already relaxed this requirement elsewhere in code for people with more than 1 acre*
  - *This change simply mirrors that change in our animal control statute*
- Suggested change:

(a) *On lots of less than one (1) acre,* it shall be unlawful for any person to keep, or cause to be kept, any swine within the corporate limits of the city...

# Animals - Bees

- Why was this ordinance enacted?
  - *Bees sting people*
- Are these benefits mitigated on large lots?
  - *Large lots provide enough room to keep neighbors from being swarmed*
- Suggested change:

(a) *On any lot of less than five (5) acres,* it shall be unlawful to keep or harbor any bees within the corporate limits of the city.

(b) Any beehives used or occupied by bees ~~are hereby declared to be nuisances, and it shall be unlawful to keep or maintain any such hive within the corporate limits of the city~~ *may be declared a nuisance if maintained in such a way as to negatively affect neighboring lots*.

# Animals - Dogs

- Why was this ordinance enacted?
  - *To require dogs be kept on the premises by use of chains and fences*
- Are these benefits mitigated on large lots?
  - *Dogs are *already* required to remain on the premises elsewhere in code*
  - *Many people with large lots prefer not to chain/cage their dogs*
  - *More room means well-trained dogs are more likely to stay home*
- Suggested change:

(a) It shall be unlawful for the owner ... of any dog to permit such dog to run at large anywhere out-of-doors in the city. ... For the purposes of this section, a dog is deemed to be running at large if it is out-of-doors in any place, other than the private property of the dog owner, and not on a leash held by a person able to control the dog. On the owner's private property while out-of-doors, ~~an unattended dog must be fastened to a leash, chain or other device or left within a fence adequate to prevent the dog from leaving the yard~~ *dogs must remain on the premises*.

# ‘Small Tea’– Questions? Comments? Concerns?

# Open Burning

- Why was this ordinance enacted?
  - *Fire is dangerous*
  - *The City of Sherman has heretofore elected to be much more stringent than the IFC*
- Are these benefits mitigated on large lots?
  - *To some extent, yes – the health effects of smoke and the danger posed by fires breaking contain are both lessened with extra space around the burn*
- Suggested non-changes:
  - Small fires (3' x 3 x 2) will still be permitted within fire pits, chimneas, etc.
  - Large fires (up to 30' x 10 x 10) will still require a permit from SFD and fee paid
- Suggested changes:
  - Adoption of a 'standing permit' ordinance allowing open burning of medium-sized brush piles under conditions identical to what is required of large fires

# Open Burning – Current Policy

- Currently, all open burns have to meet the following requirements:
  - Fee paid to the city ($1k/day)
  - Fire conducted by the property owner or with his permission
  - Liability release signed
  - Humidity greater than 40%
  - Wind speed less than 15 mph
  - Burn pile less than 30’ x 10 x 10
  - No burn ban in effect
  - Map showing burn location submitted to SFD

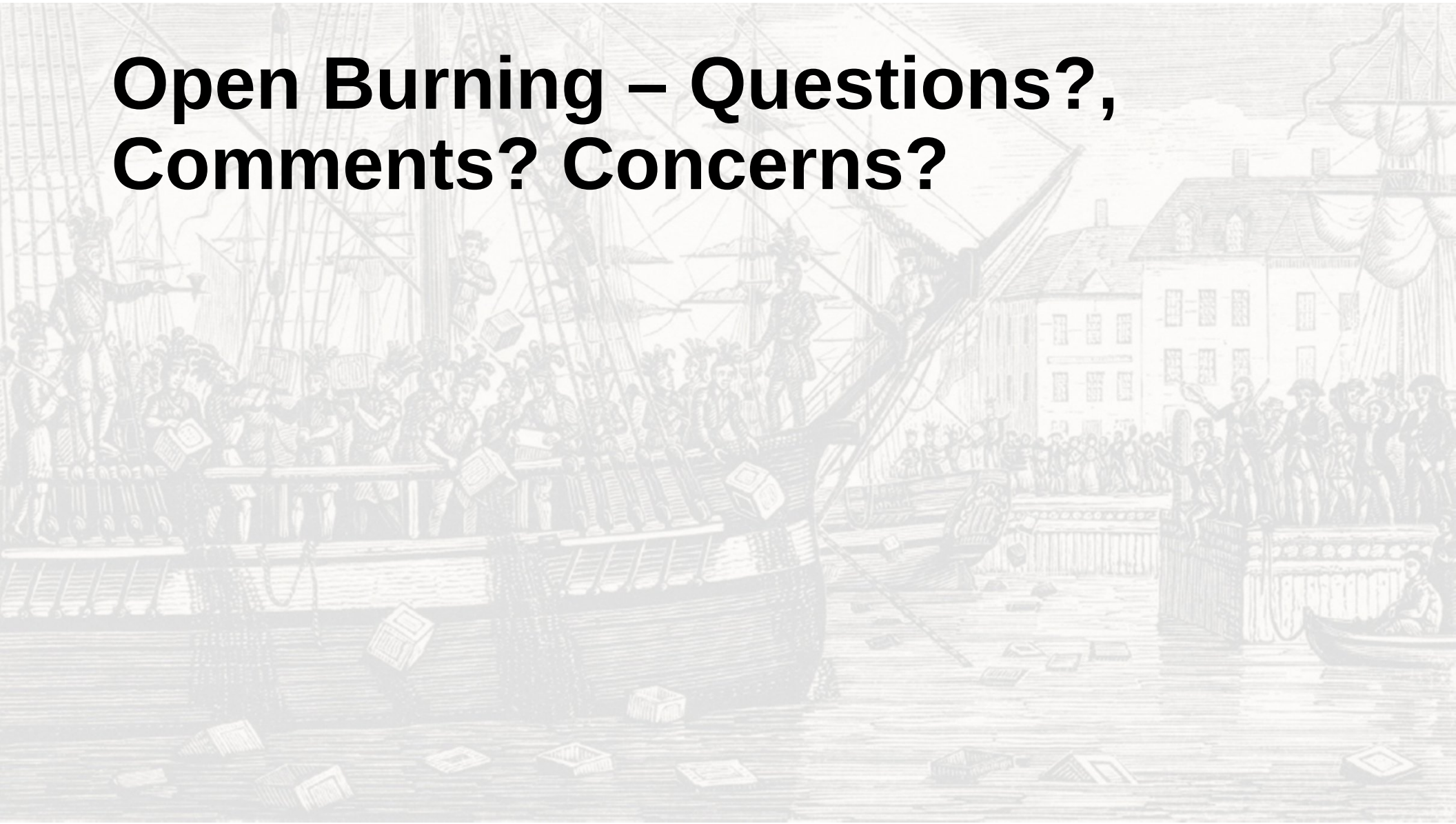
# Open Burning – ‘Standing Permit’

- City Staff is proposing to carve a niche for homeowners on large lots to be able to conduct medium-sized open burns without explicit permission.
- All safety-related open burn requirements would still have to be met:
  - ~~Fee paid to the city ($1k/day)~~
  - Fire conducted by the property owner or with his permission
  - ~~Liability release signed~~
  - Humidity greater than 40%
  - Wind speed less than 15 mph
  - Burn pile less than ~~30’ x 10 x 10~~ 10’ x 10 x 5
  - No burn ban in effect
  - ~~Map showing burn location submitted to SFD~~
  - Fire must be 100 feet from any structure and all property lines - (2x IFC)
  - Fire must be 300 feet from any ‘sensitive receptor’ - (TCEQ)

# Open Burning – ‘Standing Permit’

- What is a sensitive receptor?
  - Residences other than the homeowner’s
  - Commercial businesses
  - Livestock
  - Other immediately occupied structures
  - “Sensitive live vegetation,” including nursery plants
- Homeowners could get written permission from neighbors to conduct an open burn within 100 feet of any sensitive receptor
- Burning must not cause “nuisance or traffic hazard,” regardless of location
- Burned material must have been grown on-site
- No open burning started before sunrise or after sunset
- Fires must be attended at all times

# Open Burning – Questions?, Comments? Concerns?



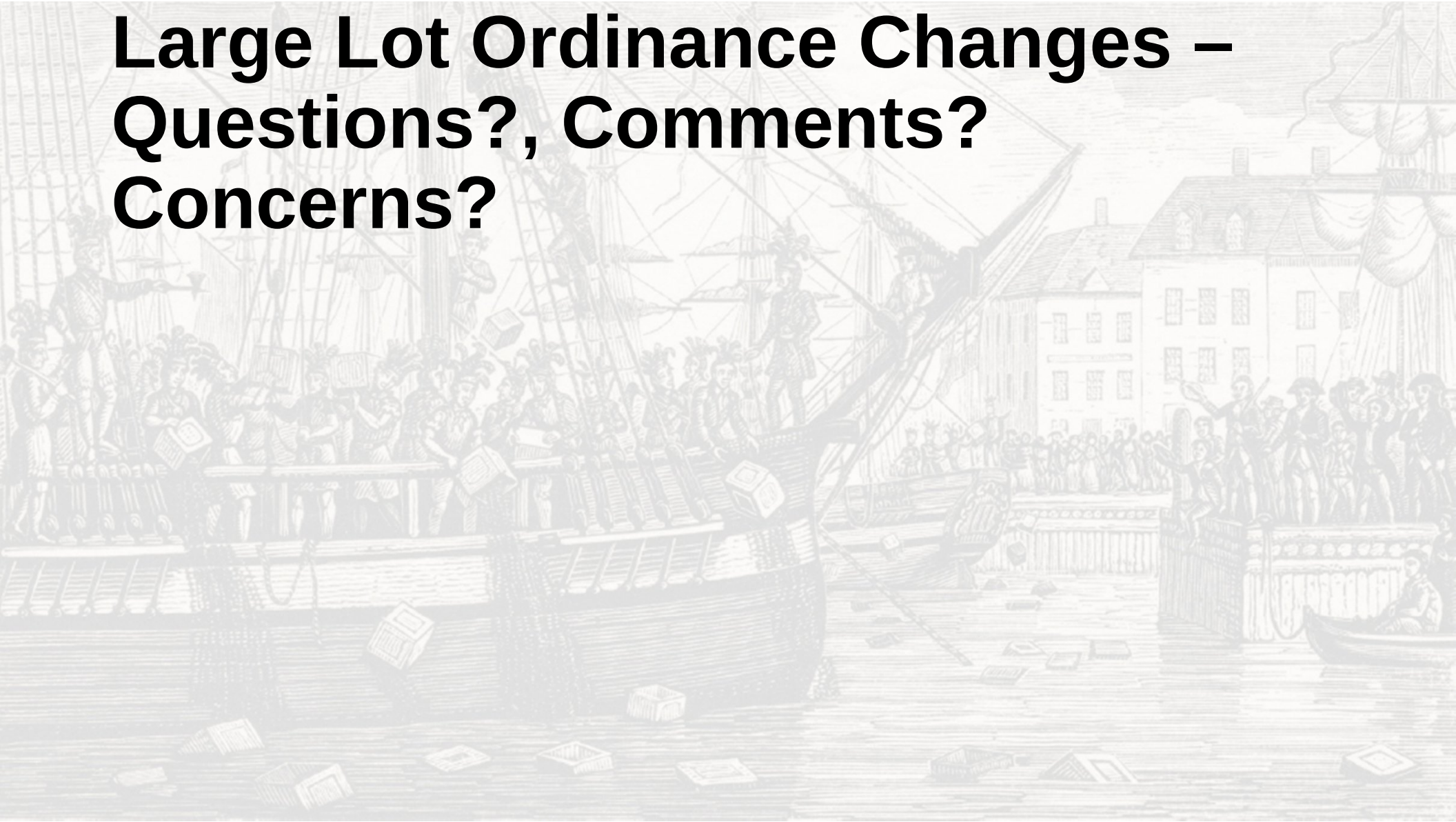
# Other possibilities – “In the Works”

- This is a “first pass”
- Firearms
  - TLGC restrictions limit what we can regulate, but we could loosen restrictions if we so choose
- Fireworks
  - No use allowed in city
  - Danger will always exist
  - Should Shermanites have tougher rules than their neighbors in unincorporated Grayson County?
  - IFC allows fireworks that meet certain distance requirements, etc.

# Other possibilities: Nate's ideas that got shot down by Robby

- Other large-lot ordinances that could be considered:
  - Exemption from international codes?
    - *Why should local government require those who live far apart from others to build their homes – never mind their outbuildings! - to code?*
  - No requirement to pull a building permit?
    - *If a house falls down in the forest, does it make a… impact on anyone other than the homeowner?*
  - Substandard structure exemptions
    - "Old Barn" loophole
    - *Certain structures which do not meet our minimum standards are not public nuisances, so long as they pose little risk of injuring the public – structures like cool, old barns in the middle of pastures.*

# Large Lot Ordinance Changes – Questions?, Comments? Concerns?



**STATE OF TEXAS** §

**July 19, 2016**

**COUNTY OF GRAYSON** §

**BE IT REMEMBERED THAT A** Called Meeting of the Sherman City Council was begun and held in the Sherman Municipal Ballroom on July 19, 2016.

**COUNCIL MEMBERS PRESENT:** Mayor David Plyler.
Council Members Couch, Davis, Howeth, Johnson.

**COUNCIL MEMBERS ABSENT:** Deputy Mayor Jason Sofey.
Council Member Steele.

**PURPOSE:** **Parks and Recreation Master Plan Community Input Session**

**CALL TO ORDER, QUORUM DETERMINED, MEETING DECLARED OPEN**

The Parks and Recreation Master Plan Community Input Session began at 6:30 p.m. Texas law states that if a quorum of City Council Members should come together and any one of them decides to participate in discussions concerning City business that constitutes a City Council Meeting. There was a quorum of City Council Members present at the meeting.

**PARKS AND RECREATION MASTER PLAN COMMUNITY INPUT SESSION**

Kevin Winkler, Parks and Recreation Director, opened the meeting for community input for the update of the Parks and Recreation Master Plan. The plan has not been updated for about 11 years. He introduced Dennis Sims, Principal, Dunkin Sims Stoffels, Inc., who is the landscape engineer for this process. Mr. Sims has also been involved in the development of Pecan Grove Park East and West, and Center Street Park in Sherman.

Mr. Sims explained that the public input received tonight would be used to compile the Parks and Recreation Master Plan for Sherman. Another public input meeting was held on May 5, 2016. Tonight they wanted input as to what citizens want to see in the parks.

He explained that a Parks Master Plan should assess the recreation needs, determine priorities, and provide a needs assessment. Once that is done, the Plan will help guide the City's park land acquisition and development, and provide cost estimates for the improvements. After the City adopts the Plan it will be submitted to the Texas Parks and Wildlife Department to be used if the City decides to apply for any TPWD grant.

Priorities that were voiced by citizen's attending were:

- Need more attention to people of all ages, triathlon events, road biking. Need bike lanes adjacent to trails and for road biking instead of trail biking. Maybe a bike loan program.
- Interconnectivity of all parks and downtown area. Maybe tied in with Katy Trail System. Use of railroad easements.
- Handicapped parks that are wheelchair accessible with wider sidewalks. Installation of a wheelchair swing.
- Improvements to current skate park or a new facility.
- Major improvements to skate park. Accommodate non-conventional sports.
- Improvements to skate park.

- Better handicapped parking for Fairview Park and other parks. Handicapped parking is good at Old Settlers Park.

- Addition of a dog park.

- Need youth activities and sports programs through the City, such as volleyball, basketball, cheerleading, track, and football. Children in East Sherman can't afford private activities. Need a recreation center and gym for children. Need to advertise City programs better. Need activities throughout the year, but especially in the Summer.

- Handicapped park for adults, accessible for disabled. Similar to Morgan's Wonderland in San Antonio.

- Need places where you can safely walk, bike, or just sit in the shade and enjoy the green space. Connectivity with the trail system, including the Katy Trail System.

- Advertisement of programs offered. Use billboards to advertise programs and activities near Bearcat Stadium and the Old Youth Center location.

- Need activities for older citizens and to encourage healthy activity in a safe environment. Connectivity of the parks system, including the Katy Trail System. Community walkability.

- New baseball and softball facility. Will also attract teams from Southern Oklahoma and North Texas.

- Additional employees to maintain the parks we already have. Pick up the dog poop on sidewalks. "Don't forget what you've already got."

- Additional tennis courts, need more facilities and tennis lessons. Need a safe way to be physically active. Need to have a safe place for biking, walking, and running, accessible from house to park. Texas Department of Transportation grant program.

- Need to separate Parks and Recreation website from the City's website. There are many programs for children and adults, but they need to advertise them better. Maybe signage at the parks.

- Bike trails that connect parks and facilities. A disc golf park. Outdoor event center with an amphitheater and dedicated stage, to hold festivals. Bike trails, dog parks, handicapped accessible parks.

- Human checkers or chess on cement.

- Purchase of old Anderson Slaughterhouse Property to add to Fairview Park. Be sure that the Parks Master Plan is actually used in the development of the parks and not have "pet projects" come first. Complimented Parks and Recreation staff on recent Pokémon Go event.

- Use the old National Guard Armory as a youth center, with the adjacent park.

- Expressed concern about the safety of those using the parks and those living near the parks. The streets are narrow and the speed limit is slow, and with children playing there,

they need to make sure the streets are safe. Consider speed bumps. Keep safety in mind when planning parks.

- Skate park, disc golf, and flag football.
- Possibility of listing activities on the water bills.
- Connectivity between parks and neighborhoods. Multipurpose roads that connect parks and residences for bike and walking traffic.
- Access to Pecan Grove Park is on Shady Oaks and that is a narrow road. Canyon Creek Road is used for heavy traffic access to the park. Shady Oaks will probably be upgraded and widened with the expansion plans for Pecan Grove Park. Concerned about traffic in the new park and blocking off the residential streets for other big events like Lights on the Lake.
- Wifi in the parks

**ADJOURNMENT**

There being no further business to come before the City Council, motion was duly made and approved to adjourn the Called Meeting at 7:43 p.m.

_____
MAYOR

ATTEST

_____
CITY CLERK

# CITY OF SHERMAN

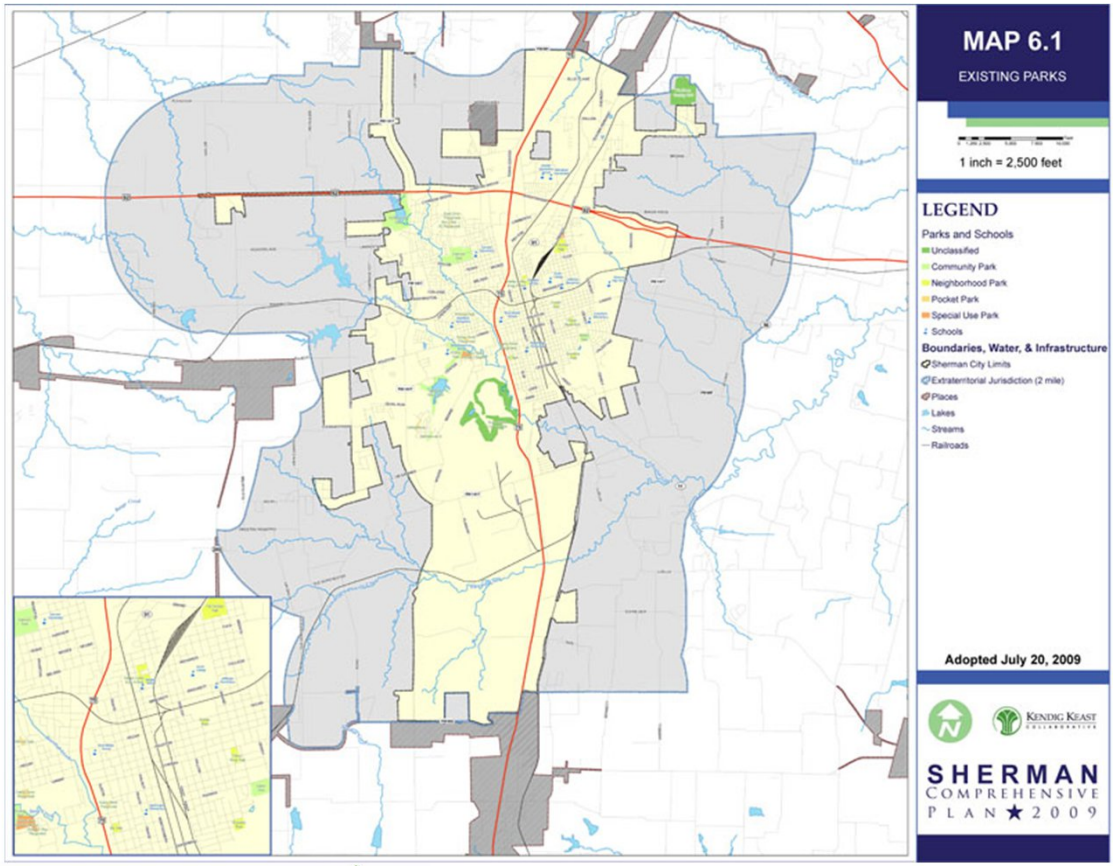
## PARKS, RECREATION, & OPEN SPACE MASTER PLAN

SHERMAN PARKS & RECREATION

DUNKIN SIMS STOFFELS INC.

# PURPOSE FOR MASTER PLAN

CITY OF SHERMAN, TEXAS




- To Assess Recreation Needs
- Determine Priorities
- Parks and Recreation Needs Assessment
- Guide the City's Park Land Acquisition and Development
- Provide Cost Estimates for Park Improvements
- Submit to TPWD
- Assist in Grant Review

SHERMAN PARKS & RECREATION

DUNKIN SIMS STOFFELS INC.

# INPUT FOR SELECTING PROIRITIES

CITY OF SHERMAN, TEXAS

- Public Hearing

1. Hike & Bike Trail
2. Picnic Facilities
3. Playgrounds
4. Youth Baseball
5. Youth Soccer
6. Youth Football
7. Tennis
8. Basketball Courts
11. Swimming
12. Golf
13. Adult Soccer
14. Recreation Center
15. Youth Softball
16. Adult Leagues
17. Adult Softball
18. Benches

- Standard-Based (Population)
- Demand Based
- Park-Land Acquisition & Requirements (Population)
- Resource Based

# DEVELOP PRIORITY LISTING

CITY OF SHERMAN, TEXAS

**TABLE 11: Recreational Facility Development Priority Listing**

| Priority | Facility | Timing | Estimated Cost | Possible Funding Sources |
|---|---|---|---|---|
| 1. | *Youth Soccer | 2016-2021 | *$275,000.00 | Bonds, Grants, Private Donations |
| 2. | *Youth Baseball | 2016-2021 | $350,000.00 | Bonds, Grants, Private Donations |
| 3. | *Youth Softball | 2016-2021 | $300,000.00 | Bonds, Grants, Private Donations |
| 4. | Picnic Tables / Shelter | 2016-2021 | $50,000.00 | Bonds, Grants, Private Donations |
| 5. | Walking / Jogging / Biking Trails | 2016-2021 | $300,000.00/Mile | Bonds, Grants, Private Donations |
| 6. | * Youth Football | 2016-2021 | $250,000.00 | Bonds, Grants, Private Donations |
| 7. | Playgrounds with Shade | 2016-2021 | $100,000.00 | Bonds, Grants, Private Donations |
| 8. | Natural Areas | 2016-2021 | Varies | Bonds, Grants, Private Donations |
| 9. | *Tennis Courts | 2016-2021 | $135,000.00 (2) | Bonds, Grants, Private Donations |
| 10. | Recreation Center | 2016-2026 | $4,000,000.00 to $10,000,000.00 | Bonds, Grants, Private Donations |
| 11. | Splash Pad – Soft Surface Padded - Covered | 2016-2021 | $250,000.00 to $500,000.00 | Bonds, Grants, Private Donations |
| 12. | Basketball Court | 2016-2021 | $95,000.00 | Bonds, Grants, Private Donations |
| 13. | Pickle Ball Court | 2016-2021 | $35,000.00 (2) | Bonds, Grants, Private Donations |
| 14. | Amphitheater | 2016-2026 | Varies | Bonds, Grants, Private Donations |
| 15. | Open Space | 2016-2026 | Varies | Bonds, Grants, Private Donations |
| 16. | Swimming Pool | 2016-2026 | Varies on Size | Bonds, Grants, Private Donations |
| 17. | Park Benches | 2016-2026 | $1,500.00/Each | Bonds, Grants, Private Donations |

*Lighted Facility

Estimated costs are approximate and do not reflect site conditions.

SHERMAN PARKS & RECREATION

DUNKIN SIMS STOFFELS INC.

# CITY OF SHERMAN

## PARKS, RECREATION, & OPEN SPACE MASTER PLAN

SHERMAN PARKS & RECREATION

DUNKIN SIMS STOFFELS INC.

# SHERMAN CITY COUNCIL
## Agenda Communication Form

**City Council Regular Meeting** **Agenda Item No. B. 1.**

**Meeting Date:** 08/01/2016

**Prepared By:** Otis Henry, Police Chief

**Approved By:** Robby Hefton, City Manager

---

**Caption:**

**INTRODUCTION AND PUBLIC HEARING OF ORDINANCE NO. 5957**

In Accordance with Standards Set Forth by the Texas Police Chiefs Association's Law Enforcement Best Business Practices Recognition Program for "Recognized Status", Specifically Establishing a Police Department; Requiring All Police Officers to be Licensed; Creating the Position of Chief of Police; Outlining the Duties and Responsibilities of the Chief of Police; and Establishing the Authority, Duties and Responsibilities of Police Officers; Providing for an Effective Date

**Issue:**

The Police Department is actively pursuing “Recognized Status” from the Texas Police Chiefs Association’s Law Enforcement Best Business Practices Recognition Program; and the standards of the Program require explicit language creating a police department and the authority and responsibility of both Officers and the Chief of Police.

**Background:**

The Law Enforcement Recognition Program is a voluntary process where police agencies in Texas prove their compliance with 164 Texas Law Enforcement Best Practices standards. The creation of this ordinance is but one of those standards. These Best Practices were carefully developed by Texas Law Enforcement professionals to assist agencies in the efficient and effective delivery of service, the reduction of risk, and the protection of individual’s rights.

**Origination:**

Sherman Police Department

**Financial Consideration:**

There is no financial impact to be considered.

**Staff Recommendation:**

It is the staff's recommendation that the Council approve this ordinance.

**Alternatives:**

No alternatives are recommended.

**Attachments**

Ordinance No. 5957

**ORDINANCE NO. 5957**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS, IN ACCORDANCE WITH STANDARDS SET FORTH BY THE TEXAS POLICE CHIEFS ASSOCIATION'S LAW ENFORCEMENT BEST BUSINESS PRACTICES RECOGNITION PROGRAM FOR "RECOGNIZED STATUS", SPECIFICALLY ESTABLISHING A POLICE DEPARTMENT; REQUIRING ALL POLICE OFFICERS TO BE LICENSED; CREATING THE POSITION OF CHIEF OF POLICE; OUTLINING THE DUTIES AND RESPONSIBILITIES OF THE CHIEF OF POLICE; AND ESTABLISHING THE AUTHORITY, DUTIES AND RESPONSIBILITIES OF POLICE OFFICERS; PROVIDING FOR AN EFFECTIVE DATE; PROVIDING FOR SEVERABILITY; 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.**

**WHEREAS,** Chapter 341 of the Texas Local Government Code authorizes cities to provide for a police department; and

**WHEREAS,** the Sherman Police Department is actively engaged in pursuing "Recognized" status from the Texas Police Chiefs Association's Law Enforcement Best Business Practices Recognition Program; and

**WHEREAS,** the standards of the Recognition Program require explicit language creating a police department and the authority and responsibility of both officers and the chief of police, rather than reliance upon the general powers provisions provided in some city charters; and

**WHEREAS,** the City Council has determined that a clear and definitive statement of intent is preferable to provide for the establishment of the Sherman Police Department;

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

**SECTION 1. PURPOSE AND INTENT.**

The purpose and intent of this ordinance is to secure the general health, safety and welfare of the residents of the City by:

(1) explicitly creating a police department and outlining both its authority and jurisdiction;

(2) explicitly creating the position of Chief of Police to oversee and manage the Police Department; and

(3) outlining the duties and responsibilities of both the Chief of Police and Officers.

**SECTION 2. CREATION OF A POLICE DEPARTMENT.**

(A) **Creation of department; jurisdiction.**

There is hereby created a Police Department of the City, at the head of which shall be the Chief of Police. The Police Department shall be composed of the Chief of Police and other officers and employees as the City Council may provide. The jurisdiction of the Department shall be the corporate limits of the City and that property lying outside the city limits which is owned by the City.

(B) **Certification; compliance with state requirements.**

No person will be certified as a Police Officer who has not complied with the basic requirements established by the State for Police Officers and by the City acting through the Chief of Police.

(C) **Chief of Police.**

(1) The Police Department of the City shall consist of the Chief of Police and such members as the City Council may provide.

(2) The Chief of the Police shall be appointed by the City Manager and confirmed by the City Council.

(3) The Chief of the Police shall carry out the functions of the Police Department relating to public safety and enforcement of ordinances, state and federal laws; organize the Police Department of the City in conformity with the laws of the State and ordinances of the City; and shall promulgate policies, procedures, rules, directives and orders for the administration of the department, including but not limited to discipline within the department.

(D) **Authority and Duties of Police Officers**

(1) Individual officers constituting the City Police Department are invested with all the power and authority given to them as peace officers under the laws of the State. Inherent with this power and authority is the obligation to preserve the peace, to enforce the ordinances and regulations of the City, the laws of the State and of the United States, to take legal custody of offenders and to secure the citizens from violence.

(2) All personnel of the Police Department shall be bound by the most current directives, orders, rules, regulations and procedures for the operation of the Police Department as may be promulgated or as hereinafter amended by the Chief of Police, and failure to abide thereby shall subject the violating personnel to such disciplinary action as may be determined by the Chief of Police within the limits of State law and City ordinance.

**SECTION 3.** That the provisions of this ordinance are severable and the invalidity of any word, phrase or part of this ordinance shall not affect the validity or effectiveness of the remainder of the ordinance.

**SECTION 4.** That all ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

**SECTION 5.** That this ordinance shall be in full force and effect from and after its passage and publication as required by law.

**SECTION 6.** 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 _____, 2016.

**ADOPTED** on this the _____ day of _____, 2016.

**EFFECTIVE DATE** on this the _____ day of _____, 2016.

**CITY OF SHERMAN, TEXAS**

**ATTEST:**

**BY:** _____
**LINDA ASHBY, CITY CLERK**

**BY:** _____
**DAVID PLYLER, MAYOR**

**APPROVED AS TO FORM**
**AND CONTENT:**

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

# SHERMAN CITY COUNCIL
## Agenda Communication Form

**City Council Regular Meeting** **Agenda Item No. B. 2.**

**Meeting Date:** 08/01/2016

**Prepared By:** Nate Strauch, Communications Manager

**Approved By:** Robby Hefton, City Manager

---

**Caption:**

**INTRODUCTION AND PUBLIC HEARING OF ORDINANCE NO. 5963**

Amending Chapter 2 of the Code of Ordinances, entitled "Animal Control", at Article 2.01, entitled "General Provisions", Sections 2.01.004, 2.01.008 and 2.01.018

**Issue:**

Amending the City's Animal Control code provisions to provide for large lots

**Background:**

This ordinance makes several changes to City policies regarding the keeping of animals. It eliminates the specific methods by which a dog owner must keep his or her animal on the property; it allows for beekeeping on large lots; and it updates the animal control ordinance by bringing it into compliance with the Council's 2015 change allowing the keeping of swine.

**Origination:**

City Manager Robby Hefton and staff

**Financial Consideration:**

There is no financial impact to be considered in adopting this ordinance.

**Staff Recommendation:**

It is recommended that the City Council adopt the ordinance.

**Alternatives:**

The Council could suggest further revisions to the Animal Control code.

---

**Attachments**

Ordinance No. 5963

---

**ORDINANCE NO. 5963**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS, AMENDING CHAPTER 2 OF THE CODE OF ORDINANCES, ENTITLED "ANIMAL CONTROL", AT ARTICLE 2.01, ENTITLED "GENERAL PROVISIONS", SECTIONS 2.01.004, 2.01.008 AND 2.01.018; PROVIDING FOR INCLUSION IN THE CODE OF ORDINANCES; PROVIDING FOR SEVERABILITY; PROVIDING FOR A REPEALER CLAUSE; 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 Chapter 2, Article 2.01, Section 2.01.004 of the Code of Ordinances of the City of Sherman, Texas, be and is hereby amended so that such section shall read as follows:

**Sec. 2.01.004 Dogs running at large**

(a) It shall be unlawful for the owner, harborer or person in charge or control of any dog to permit such dog to run at large anywhere out-of-doors in the city. This provision shall apply to all public places and to all private property. For the purposes of this section, a dog is deemed to be running at large if it is out-of-doors in any place, other than the private property of the dog owner, and not on a leash held by a person able to control the dog. On the owner's private property while out-of-doors, ~~an unattended dog must be fastened to a leash, chain or other device or left within a fence adequate to prevent the dog from leaving the yard~~ *the owner must take precautions to ensure that the dog is controlled and remains on the premises to prevent running at large. Examples of such precautions could be use of fencing, leashes, chains or any methods to ensure the safety of adjacent property owners and the public*. This section shall not apply to police dogs while in the performance of police duties.

(b) Any person violating the provisions of this section shall, upon conviction, be fined not less than ten dollars ($10.00) for the first offense and, upon a second or subsequent conviction of this section within a twelve-month period, shall be fined not less than seventy-five dollars ($75.00) for each violation.

**SECTION 2.** That Chapter 2, Article 2.01, Section 2.01.008 of the Code of Ordinances of the City of Sherman, Texas, be and is hereby amended so that such section shall read as follows:

**Sec. 2.01.008 Keeping of swine**

(a) ~~It~~ *On lots of less than one (1) acre, it* shall be unlawful for any person to keep, or cause to be kept, any swine within the corporate limits of the city, except under the following circumstances:

(1) Is shall be unlawful for any person to keep, harbor, or raise more than two (2) adult potbellied pigs in any one (1) household within the city. A potbellied pig is considered an adult potbellied pig when it reaches six (6) months of age. A person may keep in excess of two (2) potbellied pigs in any one (1) household within the city if the pigs in excess of two (2) potbellied pigs are nonadult potbellied pigs, but under no set of circumstances may such nonadult potbellied pigs come from more than one (1) litter.

(2) All such potbellied pigs shall be kept indoors at all times other than times for evacuation of waste material or during exercise periods.

(3) All such potbellied pigs shall receive animal vaccinations for erysipelas. It shall be the responsibility of the owner of the pig or the property to forward to the animal control supervisor an erysipelas vaccination certificate from a licensed veterinarian which shall include the following information:

(A) Name and address of pet owner;
(B) Description of the pet;
(C) Date of vaccination;
(D) Tag number; and
(E) Other appropriate information.

(4) No person shall keep any potbellied pig at any location within the city unless such person has filed with the animal control supervisor an application for harboring a potbellied pig, and such application has been approved by the animal control supervisor. The application must be accompanied by a check or money order for twenty-five dollars ($25.00), such check or money order representing a nonrefundable fee for processing of the application.

(b) For purposes of this section, the term “potbellied pig” shall mean a variety of swine meeting the standards of the North American Pot Bellied Pig Association.

(c) Swine may be kept under direct supervision by and upon the premises of public and private schools, fairs, or livestock shows so long as such swine are not kept closer than five hundred (500) feet from any habitation located on another’s property.

**SECTION 3.** That Chapter 2, Article 2.01, Section 2.01.018 of the Code of Ordinances of the City of Sherman, Texas, be and is hereby amended so that such section shall read as follows:

**Sec. 2.01.018 Beekeeping**

(a) ~~It~~ *On any lot of less than one (1) acres, it* shall be unlawful to keep or harbor any bees within the corporate limits of the city.

(b) Any beehives used or occupied by bees ~~are hereby declared to be nuisances, and it shall be unlawful to keep or maintain any such hive within the corporate limits of the city~~ *may be declared a nuisance if maintained in such a way as to negatively affect neighboring lots.*

**SECTION 4.** That it is the intention of the City Council of the City of Sherman, Texas, that the provisions of this ordinance shall become a part of the General Zoning Ordinance of the City of Sherman, Texas, and that sections of this ordinance may be renumbered or relettered to accomplish such intention.

**SECTION 5.** That the provisions of this ordinance are severable and the invalidity of any word, phrase or part of this ordinance shall not affect the validity or effectiveness of the remainder of the ordinance.

**SECTION 6.** That all ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

**SECTION 7.** 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 _____, 2016.

**ADOPTED** on this the _____ day of _____, 2016.

**EFFECTIVE DATE** on this the _____ day of _____, 2016.

**CITY OF SHERMAN, TEXAS**

**ATTEST:**

**BY:** _____
**LINDA ASHBY, CITY CLERK**

**BY:** _____
**DAVID PLYLER, MAYOR**

**APPROVED AS TO FORM**
**AND CONTENT:**

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

# SHERMAN CITY COUNCIL
## Agenda Communication Form

**City Council Regular Meeting** **Agenda Item No. B. 3.**

**Meeting Date:** 08/01/2016

**Prepared By:** Nate Strauch, Communications Manager

**Approved By:** Robby Hefton, City Manager

---

**Caption:**

**INTRODUCTION AND PUBLIC HEARING OF ORDINANCE NO. 5964**

Amending Chapter 3 of the Code of Ordinances, entitled "Building Regulations", at Article 3.02, entitled "Building, Life Safety and Residential Codes", Section 3.02.002(c), entitled "Fire Prevention Code", at Paragraph (5) and Providing for New Paragraphs (4) and (5)

**Issue:**

Amending the City's Building Regulations / Fire Prevention Code provisions to provide for large lots

**Background:**

This ordinance amends the City of Sherman's take on the International Fire Code in two ways. It amends section 307.2 to create a "standing permit" for open burning, provided fires meet certain requirements for size, atmospheric conditions, and prior notification. The ordinance also amends section 307.4 to increase the distance requirement for opening burning from 50 feet to 100 feet, and locally codifies Texas Commission on Environmental Quality (TCEQ) requirements regarding distance from sensitive receptors.

**Origination:**

City Manager Robby Hefton and staff

**Financial Consideration:**

There is no financial impact to be considered in adopting this ordinance.

**Staff Recommendation:**

It is recommended that the City Council adopt the ordinance.

**Alternatives:**

The Council could suggest further revisions to the Building Regulations / Fire Prevention Code.

---

**Attachments**

Ordinance No. 5964

---

**ORDINANCE NO. 5964**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS, AMENDING CHAPTER 3 OF THE CODE OF ORDINANCES, ENTITLED "BUILDING REGULATIONS", AT ARTICLE 3.02, ENTITLED "BUILDING, LIFE SAFETY AND RESIDENTIAL CODES", SECTION 3.02.002(C), ENTITLED "FIRE PREVENTION CODE", AT PARAGRAPH (5) AND PROVIDING FOR NEW PARAGRAPHS (4) AND (5); PROVIDING FOR INCLUSION IN THE CODE OF ORDINANCES; PROVIDING FOR SEVERABILITY; PROVIDING FOR A REPEALER CLAUSE; 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 Chapter 3, Article 3.02, Section 3.02.002(c) of the Code of Ordinances of the City of Sherman, Texas, be and is hereby amended so that such section shall read as follows:

**Sec. 3.02.002 Amendments to Codes**

(c) Fire Prevention Code. The 2009 edition of the International Fire Code, published by the International Code Council, being chapters 1 through 47, together with appendices B through J, is hereby adopted in its entirety, as if fully set forth herein, as the fire prevention code of the city. The latest edition of NFPA standards shall be adopted and will be referred to when referenced in the 2009 International Fire Code. The following additions, amendments, and/or deletions to the 2009 International Fire Code are hereby adopted:

(1) Section 102 is hereby amended to add section 102.1.1 to read as follows:

Section 102.1.1. The latest edition of NFPA standards shall be adopted and will be referred to when referenced in the 2009 International Fire Code.

(2) Section 103.2 is hereby amended to read as follows:

Section 103.2 Appointment. The Fire Code Official (Fire Marshal) shall be appointed by the Fire Chief.

(3) Section 202 is hereby amended to add the following definitions:

Emergency Access Easement. An access road or fire lane located on private property dedicated by the owner(s) of the property to provide fire apparatus access.

Self-Service Storage Facility. Real property designated and used for the purpose of renting or leasing individual spaces to customers for the purpose of storing and removing personal property on a self-service basis.

Standby Personnel. Qualified fire service personnel, approved by the Fire Chief. When utilized, the number required shall be as directed by the Fire Chief. Charges for utilization shall be as normally calculated by the jurisdiction.

Fire Code Official. The Fire Chief, Fire Marshal, or member of the fire department charged with the duties of administration and enforcement of this code, or a duly authorized representative.

City. The City of Sherman, Texas.

***(4) Section 307.2 is hereby amended to read as follows:***

**307.2 Permit required. A permit shall be obtained from the fire code official in accordance with Section 105.6 prior to kindling a fire for recognized silvicultural or range or wildlife management practices, prevention or control of disease or pests, or a bonfire. Application for such approval shall only be presented by and permits issued to the owner of the land upon which the fire is to be kindled.**

***Exceptions:***

1. ***Fires which meet all of the following requirements:***
    - ***a. The pile size is 10 feet (3048 mm) or less in diameter and 5 feet (1524 mm) or less in height.***
    - ***b. Atmospheric humidity is 40 percent or greater and maximum wind speed is 15 miles per hour or less.***
    - ***c. No more than one pile burning at any one time.***
    - ***d. Prior notification given to the Sherman Fire Department.***
    - ***e. Conducted in accordance with all Texas Commission on Environmental Quality conditions.***

***(5) Section 307.4 is hereby amended to read as follows:***

**307.4 Location. The location for open burning shall not be less than *100 feet (30 480 mm)* from any structure *or the property boundary*, and provisions shall be made to prevent the fire from spreading to within *100 feet (30 480***

***mm)* of any structure *or the property boundary. The location for open burning shall not be less than 300 feet (91 440 mm) from any sensitive receptor as defined by Texas Commission on Environmental Quality 30 TAC 111.203(7), unless written permission is obtained from the owner of the sensitive receptor, including any occupied buildings.***

**Exceptions:**

1. **Fires in approved containers that are not less than 15 feet (4572 mm) from a structure.**
2. **The minimum required distance from a structure shall be 25 feet (7620 mm) where the pile size is 3 feet (914 mm) or less in diameter and 2 feet (610 mm) or less in height.**

~~(4)~~ *(6)* Section 307.4.1 is hereby amended to read as follows:

307.4.1 Bonfires. Bonfires are prohibited.

~~(5)~~ ***(7) Section 307.4.2 is hereby amended to read as follows:***

**307.4.2 Recreational fires.** ~~**Recreational fires are prohibited**~~ ***Recreational fires shall not be conducted within 100 feet (30 480 mm) of a structure or combustible material. Conditions which could cause a fire to spread to within 100 feet (30 480 mm) of a structure shall be eliminated prior to ignition.***

~~(6)~~ *(8)* Section 503.2.1 is hereby amended to read as follows:

503.2.1 Dimensions. Fire apparatus access roads and security gate openings shall have an unobstructed width of not less than 24 feet (7315mm), except for approved security gates in accordance with Section 503.6, and an unobstructed vertical clearance of not less than 14 feet (4267 mm).

~~(7)~~ *(9)* Section 503.2.2 is hereby amended to read as follows:

503.2.2 Authority. The fire code official shall have the authority to require an increase in the minimum access widths and vertical clearances where they are inadequate for fire or rescue operations.

~~(8)~~ *(10)* Section 503.3 is hereby amended to add section 503.3.1 to read as follows:

503.3.1 Fire Lane Marking.

(1) Striping. Fire apparatus access roads shall be marked by painted lines of red traffic paint six inches (6") in width to show the boundaries of the lane. The words “NO PARKING FIRE LANE” or “FIRE LANE NO

PARKING" shall appear in four-inch (4") white letters at 15-foot intervals on the red border markings along both sides of the fire lanes. Where a curb is available, the striping shall be on the vertical face of the curb.

(2) When required by the fire code official, fire lane striping shall include an enlarged box that is eighteen inches (18") in length and twelve inches (12") in width to show the boundaries of the box, The words "BUILDING [APPROPRIATE BUILDING DESIGNATION]" shall appear in ten-inch (10") white letters on the red box and will appear directly in front of the appropriate structure.

(3) Signs. Signs shall read "NO PARKING FIRE LANE" or "FIRE LANE NO PARKING" and shall be twelve inches (12") wide and eighteen inches (18") high. Signs shall be painted on a white background with letters and borders in red, using not less than two-inch (2") lettering. Signs shall be permanently affixed to a stationary post and the bottom of the sign shall be six feet, six inches (6'6") above finished grade. Signs shall be spaced not more than fifty feet (50') apart. Signs may be installed on permanent buildings or walls or as approved by the fire code official.

~~(9)~~ *(11)* Section 503.4 is hereby amended to read as follows:

1. 503.4 Obstruction of fire apparatus access roads. Fire apparatus access roads shall not be obstructed in any manner, including the parking of vehicles. The minimum widths and clearances established in Section 503.2.1 and any area marked as a fire lane as described in Section 503.3 shall be maintained at all times. The operator of a premises shall maintain, free of obstruction, all fire lanes on his premises. No person may mark, post or otherwise identify a nonfire lane private vehicular passageway as a fire lane or in such a manner as tends to create confusion as to whether the passageway is a fire lane.

~~(10)~~ *(12)* Section 901.4 is hereby amended to read as follows:

901.4 Installation. Fire protection systems shall be maintained in accordance with the original installation standards for that system. Required systems shall be extended, altered, or augmented as necessary to maintain and continue protection whenever the building is altered, remodeled or added to. Alterations to fire protection systems shall be done in accordance with applicable standards. Any alteration to the fire protection system must be approved and a permit issued by the fire code official. Hydrostatic testing of the system may be required prior to the acceptance of any system alteration.

~~(11)~~ *(13)* Section 901.7 is hereby amended to read as follows:

901.7 Systems out of service. Where a required fire protection system is out of service or in the event of an excessive number of activations, the fire department and the fire code official shall be notified immediately and, where required by the fire code official, the building shall either be evacuated or an approved fire watch shall be provided for all occupants left unprotected by the shut down until the fire protection system has been returned to service.

~~(12)~~ *(14)* Section 903.2.9 #5 is hereby added to read as follows:

5. Self-service storage facility. An automatic sprinkler system shall be installed throughout all self-service storage facilities.

Exception: One-story self-service storage facilities that have no interior corridors, with a one-hour fire barrier separation wall installed between every storage compartment.

~~(13)~~ *(15)* Section 903.3.1.2 is hereby amended to read as follows:

903.3.1.2 NFPA 13R sprinkler system. Where allowed in buildings of Group R, up to and including four stories in height, automatic sprinkler systems shall be installed in accordance with NFPA 13R.

Exception:

1. Mixed use buildings. In buildings that include or may include multiple types of occupancies, the code official may designate the type of system and number of standpipes required.

~~(14)~~ *(16)* Section 903.4 is hereby amended to read as follows:

903.4 Sprinkler system monitoring and alarms. All valves controlling the water supply for automatic sprinkler systems, pumps, tanks, water levels and temperatures, critical air pressures, and water-flow switches on all sprinkler systems shall be electrically supervised.

Exceptions:

1. Automatic sprinkler systems protecting one- and two-family dwellings.

2. Automatic sprinkler systems installed in accordance with NFPA13R where a common supply main is used to supply both domestic water and the automatic sprinkler system, and a separate shutoff valve for the automatic sprinkler system is not provided.

3. Jockey pumps control valves that are sealed or locked in the open position.

4. Control valves to commercial kitchen hoods, paint spray booths or dip tanks that are sealed or locked in the open position. Valves controlling the fuel supply to fire pump engines that are sealed or locked in the open position.

5. Valves controlling the fuel supply to the fire pump engines that are sealed or locked in the open position.

6. Trim valves to pressure switches in dry, pre-action and deluge sprinkler systems that are sealed or locked in the open position.

Sprinkler and standpipe system water-flow detectors shall be provided for each floor tap to the sprinkler system and shall cause an alarm upon detection of water flow for more than 45 seconds. All control valves in the sprinkler and standpipe systems except for fire department hose connection valves shall be electrically supervised to initiate a supervisory signal at the central station upon tampering.

~~(15)~~ *(17)*Section 905.2 is hereby amended to read as follows:

905.2 Installation standards. Standpipe systems shall be installed in accordance with this section and NFPA 14. Manual dry standpipe systems shall be supervised with a minimum of 10 psig and a maximum of 40 psig air pressure with a high/low alarm. In addition to this section, the fire code official may require the installation of standpipe systems in buildings where because of type of occupancy, access or use requires additional fire protection. The fire code official may designate the type and location of standpipes within this system.

~~(16)~~ *(18)*Section 907.1.3 is hereby added to read as follows:

907.1.3 Design standards. All alarm systems new or replacement shall be analog intelligent addressable fire detection systems.

Exception: Existing systems need not comply unless the total building remodel or expansion initiated after the effective date of this code, as adopted, exceeds 30% of the building. When cumulative building remodel or expansion exceeds 50% of the building must comply within 18 months of permit application [sic].

~~(17)~~ *(19)*Section 907.2.3 is hereby amended to read as follows:

907.2.3 Group E. A manual fire alarm system that activates the occupant notification system in accordance with Section 907.6 shall be installed in Group E occupancies. When automatic sprinkler systems or smoke detectors are installed, such systems or detectors shall be connected to the building fire alarm system. An approved smoke detection system shall be installed in Group E day care

occupancies. Unless separated by a minimum of 100' open space, all buildings, whether portable buildings or the main building, will be considered one building for alarm occupant load consideration and interconnection of alarm systems.

Exceptions:

1. Group E occupancies with an occupant load of less than 50 when provided with an approved automatic sprinkler system.

   Residential in-home day care with not more than 12 children may use interconnected single station detectors in all habitable rooms. (For care of more than five children 2-1/2 or less years of age, see Section 907.2.6.)

2. Manual fire alarm boxes are not required in Group E occupancies where all the following apply:

   2.1. Interior corridors are protected by smoke detectors with alarm verification.

   2.2. Auditoriums, cafeterias, gymnasiums and the like are protected by heat detectors or other approved detection devices.

   2.3. Shops and laboratories involving dusts or vapors are protected by heat detectors or other approved detection devices.

   2.4. Off-premises monitoring is provided.

   2.5. The capability to activate the evacuation signal from a central point is provided.

   2.6. In buildings where normally occupied spaces are provided with a two-way communication system between such spaces and a constantly attended receiving station from where a general evacuation alarm can be sounded, except in locations specifically designated by the fire code official.

~~(18)~~ *(20)*Section 907.2.8.4 is hereby added to read as follows:

907.2.8.4 Carbon monoxide detectors. An approved Carbon Monoxide detection system shall be installed and maintained in all buildings that include an underground garage or vehicle storage area and in buildings that provide parking as part of the structure. The detection system shall be monitored and shall signal an alarm as part of the fire alarm panel.
Exception:

1. Group R Division 3.

~~(19)~~ *(21)* Section 907.4 is hereby amended to read as follows:

907.4 Manual fire alarm boxes. Where a manual fire alarm system is required by another section of this code, it shall be activated by fire alarm boxes installed in accordance with Sections 907.5.2 through 907.5.2.5. Manual alarm actuating devices shall be an approved double action type.

~~(20)~~ *(22)* Section 907.4.6 is hereby added to read as follows:

Section 907.4.6. Where any fire alarm system is installed or any supervised sprinkler system is installed; manual fire alarm boxes shall be installed at all exits. Audio-visual notification devices shall be installed to provide complete coverage as required by the fire code official.

~~(21)~~ *(23)* Section 907.7 is hereby added to read as follows:

907.7 Installation. All fire alarm systems shall be installed in such a manner that the failure of any single alarm-actuating or alarm-indicating device will not interfere with the normal operation of any other such devices. All systems shall be Class "A" wired with a minimum of six feet separation between supply and return loops. IDC–Class "A" style–D– SLC Class "A" Style 6–notification Class "B" Style Y.

~~(22)~~ *(24)* Section 907.7.6 is hereby added to read as follows:

907.7.6 Point Addressable Systems. When a fire alarm system is required by this section or by the fire code official, the system shall be "point addressable"; providing the type and location of the alarm. The alarm type and location must display on the alarm panel and provide type and location information to the Sherman Fire Department dispatch.

~~(23)~~ *(25)* Section 913.2 is hereby amended to read as follows:

913.2 Protection against interruption of service. The fire pump, driver, and controller shall be protected in accordance with NFPA 20 against possible interruption of service through damage caused by explosion, fire, flood, earthquake, rodents, insects, windstorm, freezing, vandalism and other adverse conditions. The fire code official may require a stand alone power source, or secondary source of power where a fire pump is installed to maintain the required fire flow in assembly occupancies, high-rise structures or any structure with greater than one hundred thousand (100,000) square feet.

~~(24)~~ *(26)*Section 913.2.2 #5 is hereby added to read as follows:

5. Fire pump system shall be supervised for “loss of power,” “phase reversal” and “pump running” conditions by supervisory signal on distinct circuits.

~~(25)~~ *(27)*Section 914.3.1.1.1.1 is hereby added to read as follows:

Section 914.3.1.1.1.1 Exterior access to sprinkler control rooms. The fire code official may require an exterior access door directly into the sprinkler control room.

~~(26)~~ *(28)*Section 1008.1.4.4 #7 is hereby added to read as follows:

7. If a full building smoke detection system is not provided, approved smoke detectors shall be provided on both the access and egress sides of doors and in a location approved by fire code official. Actuation of a smoke detector shall automatically unlock the door.

~~(27)~~ *(29)*Section 2302.1 Definition “High piled combustible storage” is hereby amended to read as follows:

High piled combustible storage. Any building exceeding 6,000 sq. ft. that has a clear height in excess of 12 feet, making it possible to be used for storage in excess of 12 feet, shall be considered to be high piled storage and shall comply with the provisions of this section. When a specific product cannot be identified, a fire protection system shall be installed as for Class IV commodities, to the maximum pile height.

~~(28)~~ *(30)*Section 3301.1.3 is hereby amended to read as follows:

3301.1.3 Fireworks. The possession, manufacture, storage, sale, handling and use of fireworks are prohibited within the city limits or within five thousand (5,000) feet of the city limits.

Exceptions:

1. Only when approved for fireworks displays, storage and handling of fireworks as provided in Section 3304 and 3308.

2. The use of fireworks for approved display as permitted in Section 3308.

~~(29)~~ *(31)*Section 3403.6.12 is hereby added to read as follows:

3403.6.12 Containment. An approved method of secondary containment shall be provided for underground tank and piping systems.

~~(30)~~ *(32)*Section 3404.2.11.5.3 is hereby added to read as follows:

3404.2.11.5.3 Dry sumps. Approved sampling tubes of a minimum 6 inches in diameter shall be installed in the backfill material of each underground flammable or combustible liquid storage tank The tubes shall extend from a point 12 inches below the average grade of the excavation to ground level and shall be provided with suitable surface access caps. Each tank site shall provide a sampling sump at the corners of the excavation with a minimum of 4 sumps. Sampling tubes shall be placed in the product line excavation within 10 feet of the tank excavation and one every 50 feet routed along product lines towards the dispensers, a minimum of two are required.

~~(31)~~ *(33)*Section 3803.2.1.8 is hereby added to read as follows:

3803.2.1.8 Jewelry repair, dental labs and similar occupancies. Where natural gas service is not available, portable LP-Gas containers are allowed to be used to supply approved torch assemblies or similar appliances. Such containers shall not exceed 20-pound (9.0 kg) water capacity. Aggregate capacity shall not exceed 60-pound (27.2 kg) water capacity. Each device shall be separated from other containers by a distance of not less than 20 feet.

~~(32)~~ *(34)*Section 3804.2 is hereby amended to read as follows:

3804.2 Maximum capacity within established limits. Within the limits established by law restricting the storage of liquefied petroleum gas for the protection of heavily populated or congested areas, the aggregate capacity of any one installation shall not exceed a water capacity of 2,000 gallons (7570 L).

Exceptions:

1. In particular installations, this capacity limit shall be determined by the fire code official, after consideration of special features such as topographical conditions, nature of occupancy, and proximity to buildings, capacity of proposed containers, degree of fire protection to be provided and capabilities of the local fire department.

2. Except as permitted in City Ordinance 5331, Section 5.04.005 LP-gas containers are not permitted in residential areas.

~~(33)~~ *(35)*Appendix D, Section D103.4 Table D103.4 is hereby amended as follows:

**REQUIREMENTS FOR DEAD-END FIRE**

**APPARATUS ACCESS ROADS**

| LENGTH (feet) | WIDTH (feet) | TURNAROUNDS REQUIRED |
|---|---|---|
| 0–150 | 24 | None Required |
| 150–700 | 24 | 100' Diameter Cul-de-Sac or 120' Hammerhead |
| Over 700 | | Special Approval Required |

~~(34)~~ *(36)*Appendix D, Section D103 Figure D103.1 is hereby deleted.

~~(35)~~ *(37)*Appendix D, Section D103.5 is hereby amended to read as follows:

D103.5 Fire apparatus access road gates. Gates securing the fire apparatus access roads shall comply with all of the following criteria:

1. The minimum gate width shall be 24 feet. ($7315m^2$).

**SECTION 2.** That it is the intention of the City Council of the City of Sherman, Texas, that the provisions of this ordinance shall become a part of the General Zoning Ordinance of the City of Sherman, Texas, and that sections of this ordinance may be renumbered or relettered to accomplish such intention.

**SECTION 3.** That the provisions of this ordinance are severable and the invalidity of any word, phrase or part of this ordinance shall not affect the validity or effectiveness of the remainder of the ordinance.

**SECTION 4.** That all ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

**SECTION 5.** 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 _____, 2016.

**ADOPTED** on this the _____ day of _____, 2016.

**EFFECTIVE DATE** on this the _____ day of _____, 2016.

**CITY OF SHERMAN, TEXAS**

**BY:** _____
**DAVID PLYLER, MAYOR**

**ATTEST:**

**BY:** _____
**LINDA ASHBY, CITY CLERK**

**APPROVED AS TO FORM**
**AND CONTENT:**

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

# SHERMAN CITY COUNCIL
## Agenda Communication Form

**City Council Regular Meeting** **Agenda Item No. B. 4.**

**Meeting Date:** 08/01/2016

**Prepared By:** Nate Strauch, Communications Manager

**Approved By:** Robby Hefton, City Manager

---

**Caption:**

**INTRODUCTION AND PUBLIC HEARING OF ORDINANCE NO. 5965**

Amending Chapter 3 of the Code of Ordinances, entitled "Building Regulations", at Article 3.08, entitled "Trailer Storage", Section 3.08.004, entitled "Dead Storage Parking of Trailers"

**Issue:**

Amending the City's Building Regulations code provisions to provide for large lots

**Background:**

This ordinance allows trailers to be parked outside on lots of one acre or larger.

**Origination:**

City Manager Robby Hefton and staff

**Financial Consideration:**

There is no financial impact to be considered in adopting this ordinance.

**Staff Recommendation:**

It is recommended that the City Council adopt the ordinance.

**Alternatives:**

The Council could suggest further revisions to the Building Regulations code.

---

**Attachments**

Ordinance No. 5965

---

**ORDINANCE NO. 5965**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS, AMENDING CHAPTER 3 OF THE CODE OF ORDINANCES, ENTITLED "BUILDING REGULATIONS", AT ARTICLE 3.08, ENTITLED "TRAILER STORAGE", SECTION 3.08.004, ENTITLED "DEAD STORAGE PARKING OF TRAILERS"; PROVIDING FOR INCLUSION IN THE CODE OF ORDINANCES; PROVIDING FOR SEVERABILITY; PROVIDING FOR A REPEALER CLAUSE; 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 Chapter 3, Article 3.08, Section 3.08.004 of the Code of Ordinances of the City of Sherman, Texas, be and is hereby amended so that such section shall read as follows:

**Sec. 3.08.004 Dead storage parking of trailers**

(a) ~~All~~ *On lots of less than one (1) acre, all* trailers classified under dead storage shall be housed in a building except small travel trailers that meet the following requirements may be stored in the rear yard of an occupied dwelling:

(1) There will be no connections made for water supply, sanitary sewer service, gas or electrical service of any kind.

(2) All liquid petroleum gas supply tanks shall be turned off in a manner so as not to be accidentally turned on.

(3) No travel trailer classified under dead storage shall be occupied for any purpose.

(4) All travel trailers shall be kept in a clean and sanitary condition subject to all ordinances governing same.

(b) A travel trailer shall be defined as a vehicular portable structure built on a chassis designed to be used as a temporary dwelling, to be towed behind a motor vehicle, being of not more than an overall length of twenty-eight (28) feet and not exceeding eight (8) feet in width. The code enforcement officer shall determine if such structures are travel trailers including those that exceed twenty-eight (28) feet in length by the following criteria:

(1) The vehicular structure is designed for a greater degree of travel than a mobile home, being streamlined to reduce wind resistance.

(2) The structure is designed for a fifth wheel connection to the towing vehicle.

(3) Those mobile structures of a rectangular form designed for occasional travel shall be classified as a mobile home and shall not be stored on a lot of an occupied dwelling regardless of length.

(c) Tent trailers shall be excluded from the provisions of this section.

**SECTION 2.** That it is the intention of the City Council of the City of Sherman, Texas, that the provisions of this ordinance shall become a part of the General Zoning Ordinance of the City of Sherman, Texas, and that sections of this ordinance may be renumbered or relettered to accomplish such intention.

**SECTION 3.** That the provisions of this ordinance are severable and the invalidity of any word, phrase or part of this ordinance shall not affect the validity or effectiveness of the remainder of the ordinance.

**SECTION 4.** That all ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

**SECTION 5.** 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 _____, 2016.

**ADOPTED** on this the _____ day of _____, 2016.

**EFFECTIVE DATE** on this the _____ day of _____, 2016.

**CITY OF SHERMAN, TEXAS**

**ATTEST:**

**BY:** _____
**LINDA ASHBY, CITY CLERK**

**BY:** _____
**DAVID PLYLER, MAYOR**

**APPROVED AS TO FORM**
**AND CONTENT:**

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

# SHERMAN CITY COUNCIL
## Agenda Communication Form

**City Council Regular Meeting** **Agenda Item No. B. 5.**

**Meeting Date:** 08/01/2016

**Prepared By:** Nate Strauch, Communications Manager

**Approved By:** Robby Hefton, City Manager

---

**Caption:**

**INTRODUCTION AND PUBLIC HEARING OF ORDINANCE NO. 5966**

Amending Chapter 8 of the Code of Ordinances, entitled "Offenses and Nuisances", at Article 8.02, entitled "Offenses Involving Public Safety", Section 8.02.003, entitled "Barbed Wire Fences"

**Issue:**

Amending the City's Offenses and Nuisances code provisions to provide for large lots

**Background:**

This ordinance allows for the use of barbed wire fences in the city limits when an exception is granted for livestock.

**Origination:**

City Manager Robby Hefton and staff

**Financial Consideration:**

There is no financial impact to be considered in adopting this ordinance.

**Staff Recommendation:**

It is recommended that the City Council adopt the ordinance.

**Alternatives:**

The Council could suggest further revisions to the Offenses and Nuisances code.

---

**Attachments**

Ordinance No. 5966

---

**ORDINANCE NO. 5966**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS, AMENDING CHAPTER 8 OF THE CODE OF ORDINANCES, ENTITLED "OFFENSES AND NUISANCES", AT ARTICLE 8.02, ENTITLED "OFFENSES INVOLVING PUBLIC SAFETY", SECTION 8.02.003, ENTITLED "BARBED WIRE FENCES"; PROVIDING FOR INCLUSION IN THE CODE OF ORDINANCES; PROVIDING FOR SEVERABILITY; PROVIDING FOR A REPEALER CLAUSE; 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 Chapter 8, Article 8.02, Section 8.02.003 of the Code of Ordinances of the City of Sherman, Texas, be and is hereby amended so that such section shall read as follows:

**Sec. 8.02.003 Barbed wire fences**

It shall be unlawful for any person to build~~,~~ *or* erect~~, maintain, reerect or repair in any manner~~ any barbed wire fence consisting of one (1) or more wires with barbs on them on, along or adjoining any public street, alley, or grounds within the city, or to lay any such wire or barbs on or along the top of any wooden or other fence adjoining any such street, alley, or grounds in the city, such fences being regarded as dangerous to the traveling public. The building inspector may, by special permit, allow such fences for the protection of factories and manufacturing establishments, *for the husbandry of livestock,* ~~and~~ *or* where it is necessary for protection of public utilities or other facilities in time of war or emergency.

**SECTION 2.** That it is the intention of the City Council of the City of Sherman, Texas, that the provisions of this ordinance shall become a part of the General Zoning Ordinance of the City of Sherman, Texas, and that sections of this ordinance may be renumbered or relettered to accomplish such intention.

**SECTION 3.** That the provisions of this ordinance are severable and the invalidity of any word, phrase or part of this ordinance shall not affect the validity or effectiveness of the remainder of the ordinance.

**SECTION 4.** That all ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

**SECTION 5.** 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 _____, 2016.

**ADOPTED** on this the _____ day of _____, 2016.

**EFFECTIVE DATE** on this the _____ day of _____, 2016.

**CITY OF SHERMAN, TEXAS**

**BY:** _____
**DAVID PLYLER, MAYOR**

**ATTEST:**

**BY:** _____
**LINDA ASHBY, CITY CLERK**

**APPROVED AS TO FORM**
**AND CONTENT:**

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

# SHERMAN CITY COUNCIL
## Agenda Communication Form

**City Council Regular Meeting** **Agenda Item No. B. 6.**

**Meeting Date:** 08/01/2016

**Prepared By:** Nate Strauch, Communications Manager

**Approved By:** Robby Hefton, City Manager

---

**Caption:**

**INTRODUCTION AND PUBLIC HEARING OF ORDINANCE NO. 5968**

Amending Chapter 13 of the Code of Ordinances, entitled "Utilities", at Article 13.07, entitled "Water, Sewers and Sewage Disposal", Division 3, entitled "Sewers and Sewage Disposal", Part I, entitled "In General", Section 13.07.146, entitled "Required Sewer Connections", to Provide for a New Paragraph (c)

**Issue:**

Amending the City's Utilities code provisions to provide for large lots

**Background:**

This ordinance provides a loophole for property owners with septic systems, bringing the ordinance into line with City policy.

**Origination:**

City Manager Robby Hefton and staff

**Financial Consideration:**

There is no financial impact to be considered in adopting this ordinance.

**Staff Recommendation:**

It is recommended that the City Council adopt the ordinance.

**Alternatives:**

The Council could suggest further revisions to the Utilities code.

---

**Attachments**

Ordinance No. 5968

---

**ORDINANCE NO. 5968**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS, AMENDING CHAPTER 13 OF THE CODE OF ORDINANCES, ENTITLED "UTILITIES", AT ARTICLE 13.07, ENTITLED "WATER, SEWERS AND SEWAGE DISPOSAL", DIVISION 3, ENTITLED "SEWERS AND SEWAGE DISPOSAL", PART I, ENTITLED "IN GENERAL", SECTION 13.07.146, ENTITLED "REQUIRED SEWER CONNECTIONS", TO PROVIDE FOR A NEW PARAGRAPH (C); PROVIDING FOR INCLUSION IN THE CODE OF ORDINANCES; PROVIDING FOR SEVERABILITY; PROVIDING FOR A REPEALER CLAUSE; 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 Chapter 13, Article 13.07, Division 3, Part I, Section 13.07.146 of the Code of Ordinances of the City of Sherman, Texas, be and is hereby amended so that such section shall read as follows:

**Sec. 13.07.146 Required sewer connections**

(a) Any owner, agent or occupant of any property located within two hundred (200) feet of any street or alley or upon any lot or tract of land abutting upon any street or alley along which extends any sewer or system of sewerage already constructed or which may be hereafter constructed by the city, who shall construct, keep, maintain, use or permit to be used upon such property or premises any water closet, privy, sink, drain or other receptacle of sewerage not duly connected with such sewers or sewerage system so that its contents are made to empty into such sewer or system of sewerage shall be guilty of a misdemeanor.

(b) In all cases where any sewer or toilet for receiving house sewage shall be within two hundred (200) feet of any tenement or house, the owner, occupant or tenant thereof shall forthwith connect all water closets and privies upon such premises with such sewer or toilet as required by and in accordance with the rules and regulations of the city relating thereto; and any person who shall be required hereby to make any such connection and shall fail, neglect or refuse to do so shall be guilty of a misdemeanor.

*(c) It shall be a defense to prosecution under this section if the owner, agent or occupant has obtained a septic tank permit from Grayson County and installed a functioning septic system to collect all sewage on the property.*

**SECTION 2.** That it is the intention of the City Council of the City of Sherman, Texas, that the provisions of this ordinance shall become a part of the General Zoning Ordinance of the

City of Sherman, Texas, and that sections of this ordinance may be renumbered or relettered to accomplish such intention.

**SECTION 3.** That the provisions of this ordinance are severable and the invalidity of any word, phrase or part of this ordinance shall not affect the validity or effectiveness of the remainder of the ordinance.

**SECTION 4.** That all ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

**SECTION 5.** 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 _____, 2016.

**ADOPTED** on this the _____ day of _____, 2016.

**EFFECTIVE DATE** on this the _____ day of _____, 2016.

**CITY OF SHERMAN, TEXAS**

**BY:** _____
**DAVID PLYLER, MAYOR**

**ATTEST:**

**BY:** _____
**LINDA ASHBY, CITY CLERK**

**APPROVED AS TO FORM**
**AND CONTENT:**

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

# SHERMAN CITY COUNCIL
## Agenda Communication Form

**City Council Regular Meeting** **Agenda Item No. B. 7.**

**Meeting Date:** 08/01/2016

**Prepared By:** Pamela Cloer, Assistant to the City Manager

**Approved By:** Robby Hefton, City Manager

---

**Caption:**

**ADOPTION OF ORDINANCES**

Consider Adoption of Ordinance Numbers: 5957, 5963, 5964, 5965, 5966 and 5968

**Issue:**

**B. 1.** **INTRODUCTION AND PUBLIC HEARING OF ORDINANCE NO. 5957**
In Accordance with Standards Set Forth by the Texas Police Chiefs Association's Law Enforcement Best Business Practices Recognition Program for "Recognized Status", Specifically Establishing a Police Department; Requiring All Police Officers to be Licensed; Creating the Position of Chief of Police; Outlining the Duties and Responsibilities of the Chief of Police; and Establishing the Authority, Duties and Responsibilities of Police Officers; Providing for an Effective Date

**B. 2.** **INTRODUCTION AND PUBLIC HEARING OF ORDINANCE NO. 5963**
Amending Chapter 2 of the Code of Ordinances, entitled "Animal Control", at Article 2.01, entitled "General Provisions", Sections 2.01.004, 2.01.008 and 2.01.018

**B. 3.** **INTRODUCTION AND PUBLIC HEARING OF ORDINANCE NO. 5964**
Amending Chapter 3 of the Code of Ordinances, entitled "Building Regulations", at Article 3.02, entitled "Building, Life Safety and Residential Codes", Section 3.02.002(c), entitled "Fire Prevention Code", at Paragraph (5) and Providing for New Paragraphs (4) and (5)

**B. 4.** **INTRODUCTION AND PUBLIC HEARING OF ORDINANCE NO. 5965**
Amending Chapter 3 of the Code of Ordinances, entitled "Building Regulations", at Article 3.08, entitled "Trailer Storage", Section 3.08.004, entitled "Dead Storage Parking of Trailers"

**B. 5.** **INTRODUCTION AND PUBLIC HEARING OF ORDINANCE NO. 5966**
Amending Chapter 8 of the Code of Ordinances, entitled "Offenses and Nuisances", at Article 8.02, entitled "Offenses Involving Public Safety", Section 8.02.003, entitled "Barbed Wire Fences"

**B. 6.** **INTRODUCTION AND PUBLIC HEARING OF ORDINANCE NO. 5968**

Amending Chapter 13 of the Code of Ordinances, entitled "Utilities", at Article 13.07, entitled "Water, Sewers and Sewage Disposal", Division 3, entitled "Sewers and Sewage Disposal", Part I, entitled "In General", Section 13.07.146, entitled "Required Sewer Connections", to Provide for a New Paragraph (c)

---

# SHERMAN CITY COUNCIL
## Agenda Communication Form

**City Council Regular Meeting** **Agenda Item No. B. 8.**

**Meeting Date:** 08/01/2016

**Prepared By:** Pamela Cloer, Assistant to the City Manager

**Approved By:** Robby Hefton, 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

**Issue:**

**C. 1.** **** RESOLUTION NO. 6105***

Authorizing the Acceptance of a Special Warranty Deed from Larry Cox d/b/a Bent Creek Investments for the Conveyance of Property located at 200 Kessler Boulevard, being Lot Four (4) of Parkview Addition to the City of Sherman, Texas, as shown by Plat of Record in Volume 306, Page 155 of the Deed Records of Grayson County, Texas

**C. 2.** **** RESOLUTION NO. 6106***

Authorizing the Acceptance of a Special Warranty Deed from Ruben Alvarez and Adriana Alvarez for the Conveyance of Property located at 204 Kessler Boulevard, being Lot Five (5) of Parkview Addition to the City of Sherman, Texas, as shown by Plat of Record in Volume 306, Page 155 of the Deed Records of Grayson County, Texas

**C. 3.** **** RESOLUTION NO. 6107***

Authorizing the Acceptance of a Special Warranty Deed From Bobby L. Ritchie and Lisa D. Ritchie for the Conveyance of Property Located at 208 Kessler Boulevard, being Lot Six (6) of Parkview Addition to the City of Sherman, Texas, as shown by Plat of Record In Volume 306, Page 155 of the Deed Records of Grayson County, Texas

**C. 4.** **** RESOLUTION NO. 6108***

Authorizing the Acceptance of a Special Warranty Deed from Robert L. Ritchie, Jr. and Lisa Darlene Ritchie for the Conveyance of Property located at 212 Kessler Boulevard, being Lot Seven (7) of Parkview Addition to the City of Sherman, Texas, as shown by Plat of Record in Volume 306, Page 155 of the Deed Records of Grayson County, Texas

**C. 5.** **** RESOLUTION NO. 6109***

Authorizing the Acceptance of a Special Warranty Deed from Sandra Ellen Russell and Ronnye Joe Russell for the Conveyance of Property located at 216 Kessler Boulevard, being Lot Eight (8) of Parkview Addition to the City of Sherman, Texas, as shown by Plat of Record in Volume 306, Page 155 of the Deed Records of Grayson County, Texas

**C. 6.** **** RESOLUTION NO. 6110***

Authorizing the Acceptance of a Special Warranty Deed from Ruben Alvarez and Adriana Alvarez for the Conveyance of Property located at 220 Kessler Boulevard, being Lot Nine (9) of Parkview Addition to the City of Sherman, Texas, as shown by Plat of Record in Volume 306, Page 155 of the Deed Records of Grayson County, Texas

**C. 7.** **** RESOLUTION NO. 6111***

Authorizing the Acceptance of a Special Warranty Deed from Steve Green and Marybeth Green for the Conveyance of Property located at 224 Kessler Boulevard, being Lot Ten (10), Less and Except the North Four Feet (4 ft.), of Parkview Addition to the City of Sherman, Texas, as shown by Plat of Record in Volume 306, Page 155 of the Deed Records of Grayson County, Texas

**C. 11.** **** RESOLUTION NO. 6115***

Appointing and Authorizing the Execution of an Agreement with Adami, Lindsey & Company, L.L.P. to Perform the Fiscal Year 2016 Audit

**D. 1.** **** CHANGE ORDER NO. 1***

Lake Texoma Pump Station; Pump Number Two Repairs; Weisinger Incorporated; $7,440.00 Decrease

**E. 5.** **** OTHER BUSINESS***

Consider Calling a Special Meeting of the City Council for Tuesday, September 6, 2016, due to Conflict with a Federal Holiday

**E. 7.** **** OTHER BUSINESS***

Consider Request of the Sherman High School's Band Program to Temporarily Close Certain Streets for the "Band on the Run" 5K and 1 Mile Fun Run on Saturday, March 4, 2017, with a Rain Date of Saturday, March 11, 2017

# SHERMAN CITY COUNCIL
## Agenda Communication Form

**City Council Regular Meeting** **Agenda Item No. C. 1.**

**Meeting Date:** 08/01/2016

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

**Approved By:** Robby Hefton, City Manager

---

**Caption:**

**** RESOLUTION NO. 6105***

Authorizing the Acceptance of a Special Warranty Deed from Larry Cox d/b/a Bent Creek Investments for the Conveyance of Property located at 200 Kessler Boulevard, being Lot Four (4) of Parkview Addition to the City of Sherman, Texas, as shown by Plat of Record in Volume 306, Page 155 of the Deed Records of Grayson County, Texas

**Issue:**

To consider acceptance of a Special Warranty Deed for the purchase of property located at 200 Kessler Boulevard, Sherman, Texas

**Background:**

Post Oak Creek, which runs parallel to Kessler Boulevard, has eroded and caused a slope failure to occur that includes a section of the roadway. A contract was approved in March to repair the erosion damage. Soon after construction started, another slope failure occurred which caused additional engineering and construction costs to rise. In May, the second slope failure increased in size and caused additional damage. The failure started to affect an existing sanitary sewer line running along Kessler Boulevard. Construction was suspended. Staff decided to close Kessler and begin to purchase the nine homes due to the future unpredictability of the creek. This also reduces risk of any future property damage. All homes have been appraised; and the property owners have volunteered to sell their property to the City.

**Origination:**

Engineering Department

**Financial Consideration:**

The sales price of $40,000.00, along with County Clerk fees for recording, will be funded through a combination of the Capital Improvement Fund and General Fund Reserves.

**Staff Recommendation:**

Staff recommends that the City Council approve the resolution to authorize the purchase and conveyance of the subject property.

**Alternatives:**

As may be directed by the City Council

**Attachments**

Resolution No. 6105
Special Warranty Deed
Location Map

**RESOLUTION NO. 6105**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS, AUTHORIZING THE ACCEPTANCE OF A SPECIAL WARRANTY DEED FROM LARRY COX D/B/A BENT CREEK INVESTMENTS FOR THE CONVEYANCE OF PROPERTY LOCATED AT 200 KESSLER BOULEVARD, BEING LOT FOUR (4) OF PARKVIEW ADDITION TO THE CITY OF SHERMAN, TEXAS, AS SHOWN BY PLAT OF RECORD IN VOLUME 306, PAGE 155 OF THE DEED RECORDS OF GRAYSON COUNTY, TEXAS; 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, subject to all contract documents being properly completed and approved as to form and content by the City Attorney, to accept a Special Warranty Deed from Larry Cox d/b/a Bent Creek Investments for the conveyance of a tract of land located at 200 Kessler Boulevard in Sherman, Texas, being Lot Four (4) of Parkview Addition to the City of Sherman, Texas, in the same or substantially same form as the Special Warranty Deed document 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 _____, 2016.

**CITY OF SHERMAN, TEXAS**

**ATTEST:**

**BY:** _____
**LINDA ASHBY, CITY CLERK**

**BY:** _____
**DAVID PLYLER, MAYOR**

**APPROVED AS TO FORM AND CONTENT:**

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

NOTICE OF CONFIDENTIALITY RIGHTS; IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OF THE FOLLOWING INFORMATION FROM THIS INSTRUMENT BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS; YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER.

# SPECIAL WARRANTY DEED

Date: August 1, 2016

Grantor: LARRY COX d/b/a BENT CREEK INVESTMENTS

Grantor's Mailing Address (including county):

Grantee: CITY OF SHERMAN, a municipal corporation of the State of Texas

Grantee's Mailing Address (including county):

P. O. Box 1106
Sherman, Texas 75091
Grayson County

Consideration: FORTY THOUSAND AND NO/100 DOLLARS ($40,000.00) AND OTHER GOOD AND VALUABLE CONSIDERATION, THE RECEIPT AND SUFFICIENCY OF WHICH IS HEREBY ACKNOWLEDGED AND FOR WHICH NO LIEN, EITHER EXPRESS OR IMPLIED IS RESERVED.

Property (including any improvements):

Being that same property conveyed by Troy & Nichols, Inc., Grantor, to Larry Cox d/b/a Bent Creek Investments, Grantee by deed recorded in Volume 2352, Page 302 of the Official Public Records of Grayson County, Texas, described as follows:

Being Lot FOUR (4) of Parkview Addition to the City of Sherman, Texas, as shown by plat of record in Volume 306, Page 155 of the Deed Records of Grayson County, Texas, also known as 200 Kessler Blvd., Sherman, TX 75092.

Reservations from and Exceptions to Conveyance and Warranty:

Subject to any and all valid and subsisting easements, restrictions, covenants, conditions, rights-of-way, mineral reservations and oil and gas leases, properly of record, if any, relating to the hereinabove described property.

Grantor, for the consideration and subject to the reservations from and exceptions to conveyance and warranty, grants, sells, and conveys to Grantee the property, together with all and singular the rights and appurtenances thereto in any wise belonging, to have and hold it to Grantee, Grantee's heirs, executors, administrators, successors, or assigns forever. Grantor binds Grantor and Grantor's heirs, executors, administrators, and successors to warrant and forever defend all and singular the property to Grantee and Grantee's heirs, executors, administrators, successors, and assigns against every person whomsoever lawfully claiming or to claim the same or any part thereof, except as to the reservations from and exceptions to conveyance and warranty, when the claim is by, through or under Grantor but not otherwise.

When the context requires, singular nouns and pronouns include the plural.

Grantor:

_____
LARRY COX d/b/a BENT CREEK INVESTMENTS

(Acknowledgment)

THE STATE OF TEXAS §
COUNTY OF GRAYSON §

BEFORE ME, the undersigned authority, in and for said county and state, on this day personally appeared LARRY COX d/b/a BENT CREEK INVESTMENTS, known to me (or proved to me on the oath of_____ or through (description of identity card or other document) to be the person and officer whose name is subscribed to the foregoing instrument and acknowledged to me that she executed the same on behalf 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 _____, 2016.

_____
NOTARY PUBLIC, STATE OF TEXAS

AFTER RECORDING, RETURN TO
City of Sherman
Office of the City Attorney
P. O. Box 1106
Sherman, TX 75091-1106

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

N

1 inch = 100 feet

# SHERMAN CITY COUNCIL
## Agenda Communication Form

**City Council Regular Meeting** **Agenda Item No. C. 2.**

**Meeting Date:** 08/01/2016

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

**Approved By:** Robby Hefton, City Manager

---

**Caption:**

**** RESOLUTION NO. 6106***

Authorizing the Acceptance of a Special Warranty Deed from Ruben Alvarez and Adriana Alvarez for the Conveyance of Property located at 204 Kessler Boulevard, being Lot Five (5) of Parkview Addition to the City of Sherman, Texas, as shown by Plat of Record in Volume 306, Page 155 of the Deed Records of Grayson County, Texas

**Issue:**

To consider acceptance of a Special Warranty Deed for the purchase of property located at 204 Kessler Boulevard, Sherman, Texas

**Background:**

Post Oak Creek, which runs parallel to Kessler Boulevard, has eroded and caused a slope failure to occur that includes a section of the roadway. A contract was approved in March to repair the erosion damage. Soon after construction started, another slope failure occurred which caused additional engineering and construction costs to rise. In May, the second slope failure increased in size and caused additional damage. The failure started to affect an existing sanitary sewer line running along Kessler Boulevard. Construction was suspended. Staff decided to close Kessler and begin to purchase the nine homes due to the future unpredictability of the creek. This also reduces risk of any future property damage. All homes have been appraised; and the property owners have volunteered to sell their property to the City.

**Origination:**

Engineering Department

**Financial Consideration:**

The sales price of $68,500.00, along with County Clerk fees for recording, will be funded through a combination of the Capital Improvement Fund and General Fund Reserves.

**Staff Recommendation:**

Staff recommends that the City Council approve the resolution to authorize the purchase and conveyance of the subject property.

**Alternatives:**

As may be directed by the City Council

**Attachments**

Resolution No. 6106
Special Warranty Deed
Location Map

**RESOLUTION NO. 6106**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS, AUTHORIZING THE ACCEPTANCE OF A SPECIAL WARRANTY DEED FROM RUBEN ALVAREZ AND ADRIANA ALVAREZ FOR THE CONVEYANCE OF PROPERTY LOCATED AT 204 KESSLER BOULEVARD, BEING LOT FIVE (5) OF PARKVIEW ADDITION TO THE CITY OF SHERMAN, TEXAS, AS SHOWN BY PLAT OF RECORD IN VOLUME 306, PAGE 155 OF THE DEED RECORDS OF GRAYSON COUNTY, TEXAS; 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, subject to all contract documents being properly completed and approved as to form and content by the City Attorney, to accept a Special Warranty Deed from Ruben Alvarez and Adriana Alvarez for the conveyance of a tract of land located at 204 Kessler Boulevard in Sherman, Texas, being Lot Five (5) of Parkview Addition to the City of Sherman, Texas, in the same or substantially same form as the Special Warranty Deed document 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 _____, 2016.

**CITY OF SHERMAN, TEXAS**

**ATTEST:**

**BY:** _____
**LINDA ASHBY, CITY CLERK**

**BY:** _____
**DAVID PLYLER, MAYOR**

**APPROVED AS TO FORM**
**AND CONTENT:**

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

NOTICE OF CONFIDENTIALITY RIGHTS; IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OF THE FOLLOWING INFORMATION FROM THIS INSTRUMENT BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS; YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER.

# SPECIAL WARRANTY DEED

Date: August 1, 2016

Grantor: RUBEN ALVAREZ AND ADRIANA ALVAREZ

Grantor's Mailing Address (including county):

3115 S. Maurice Ave.
Denison, TX 75020

Grantee: CITY OF SHERMAN, a municipal corporation of the State of Texas

Grantee's Mailing Address (including county):

P. O. Box 1106

Sherman, Texas 75091

Grayson County

Consideration: SIXTY-EIGHT THOUSAND, FIVE HUNDRED AND NO/100 DOLLARS ($68,500.00) AND OTHER GOOD AND VALUABLE CONSIDERATION, THE RECEIPT AND SUFFICIENCY OF WHICH IS HEREBY ACKNOWLEDGED AND FOR WHICH NO LIEN, EITHER EXPRESS OR IMPLIED IS RESERVED.

Property (including any improvements):

Being that same property conveyed by Charles A. Chambers, to Ruben Alvarez and Adriana Alvarez, Grantee by deed recorded in Volume 5069, Page 911 of the Official Public Records of Grayson County, Texas, described as follows:

Being Lot FIVE (5) of Parkview Addition to the City of Sherman, Texas, as shown by plat of record in Volume 306, Page 155 of the Deed Records of Grayson County, Texas, also known as 204 Kessler Blvd., Sherman, TX 75092.

Reservations from and Exceptions to Conveyance and Warranty:

Subject to any and all valid and subsisting easements, restrictions, covenants, conditions, rights-of-way, mineral reservations and oil and gas leases, properly of record, if any, relating to the hereinabove described property.

Grantor, for the consideration and subject to the reservations from and exceptions to conveyance and warranty, grants, sells, and conveys to Grantee the property, together with all and singular the rights and appurtenances thereto in any wise belonging, to have and hold it to Grantee, Grantee's heirs, executors, administrators, successors, or assigns forever. Grantor binds Grantor and Grantor's heirs, executors, administrators, and successors to warrant and forever defend all and singular the property to Grantee and Grantee's heirs, executors, administrators, successors, and assigns against every person whomsoever lawfully claiming or to claim the same or any part thereof, except as to the reservations from and exceptions to conveyance and warranty, when the claim is by, through or under Grantor but not otherwise.

When the context requires, singular nouns and pronouns include the plural.

Grantor:

_____
RUBEN ALVAREZ

Grantor:

_____
ADRIANA ALVAREZ

(Acknowledgment)

THE STATE OF TEXAS §
COUNTY OF GRAYSON §

BEFORE ME, the undersigned authority, in and for said county and state, on this day personally appeared RUBEN ALVAREZ, known to me (or proved to me on the oath of_____ or through (description of identity card or other document) to be the person and officer whose name is subscribed to the foregoing instrument and acknowledged to me that she executed the same on behalf 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 _____, 2016.

_____
NOTARY PUBLIC, STATE OF TEXAS

(Acknowledgment)

THE STATE OF TEXAS §
COUNTY OF GRAYSON §

BEFORE ME, the undersigned authority, in and for said county and state, on this day personally appeared ADRIANA ALVAREZ, known to me (or proved to me on the oath of_____ or through (description of identity card or other document) to be the person and officer whose name is subscribed to the foregoing instrument and acknowledged to me that she executed the same on behalf 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 _____, 2016.

_____
NOTARY PUBLIC, STATE OF TEXAS

AFTER RECORDING, RETURN TO
City of Sherman
Office of the City Attorney
P. O. Box 1106
Sherman, TX 75091-1106

1 inch = 100 feet

N

# SHERMAN CITY COUNCIL
## Agenda Communication Form

**City Council Regular Meeting** **Agenda Item No. C. 3.**

**Meeting Date:** 08/01/2016

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

**Approved By:** Robby Hefton, City Manager

---

**Caption:**

**** RESOLUTION NO. 6107***

Authorizing the Acceptance of a Special Warranty Deed From Bobby L. Ritchie and Lisa D. Ritchie for the Conveyance of Property Located at 208 Kessler Boulevard, being Lot Six (6) of Parkview Addition to the City of Sherman, Texas, as shown by Plat of Record In Volume 306, Page 155 of the Deed Records of Grayson County, Texas

**Issue:**

To consider acceptance of a Special Warranty Deed for the purchase of property located at 208 Kessler Boulevard, Sherman, Texas

**Background:**

Post Oak Creek, which runs parallel to Kessler Boulevard, has eroded and caused a slope failure to occur that includes a section of the roadway. A contract was approved in March to repair the erosion damage. Soon after construction started, another slope failure occurred which caused additional engineering and construction costs to rise. In May, the second slope failure increased in size and caused additional damage. The failure started to affect an existing sanitary sewer line running along Kessler Boulevard. Construction was suspended. Staff decided to close Kessler and begin to purchase the nine homes due to the future unpredictability of the creek. This also reduces risk of any future property damage. All homes have been appraised; and the property owners have volunteered to sell their property to the City.

**Origination:**

Engineering Department

**Financial Consideration:**

The sales price of $30,000.00, along with County Clerk fees for recording, will be funded through a combination of the Capital Improvement Fund and General Fund Reserves.

**Staff Recommendation:**

Staff recommends that the City Council approve the resolution to authorize the purchase and conveyance of the subject property.

**Alternatives:**

As may be directed by the City Council

**Attachments**

Resolution No. 6107
Special Warranty Deed
Location Map

**RESOLUTION NO. 6107**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS, AUTHORIZING THE ACCEPTANCE OF A SPECIAL WARRANTY DEED FROM BOBBY L. RITCHIE AND LISA D. RITCHIE FOR THE CONVEYANCE OF PROPERTY LOCATED AT 208 KESSLER BOULEVARD, BEING LOT SIX (6) OF PARKVIEW ADDITION TO THE CITY OF SHERMAN, TEXAS, AS SHOWN BY PLAT OF RECORD IN VOLUME 306, PAGE 155 OF THE DEED RECORDS OF GRAYSON COUNTY, TEXAS; 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, subject to all contract documents being properly completed and approved as to form and content by the City Attorney, to accept a Special Warranty Deed from Bobby L. Ritchie and Lisa D. Ritchie for the conveyance of a tract of land located at 208 Kessler Boulevard in Sherman, Texas, being Lot Six (6) of Parkview Addition to the City of Sherman, Texas, in the same or substantially same form as the Special Warranty Deed document 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 _____, 2016.

**CITY OF SHERMAN, TEXAS**

**ATTEST:**

**BY:** _____
**LINDA ASHBY, CITY CLERK**

**BY:** _____
**DAVID PLYLER, MAYOR**

**APPROVED AS TO FORM**
**AND CONTENT:**

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

NOTICE OF CONFIDENTIALITY RIGHTS; IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OF THE FOLLOWING INFORMATION FROM THIS INSTRUMENT BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS; YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER.

# SPECIAL WARRANTY DEED

Date: August 1, 2016

Grantor: BOBBY L. RITCHIE and LISA D. RITCHIE

Grantor's Mailing Address (including county):

Grantee: CITY OF SHERMAN, a municipal corporation of the State of Texas

Grantee's Mailing Address (including county):

P. O. Box 1106
Sherman, Texas 75091
Grayson County

Consideration: THIRTY THOUSAND AND NO/100 DOLLARS ($30,000.00) AND OTHER GOOD AND VALUABLE CONSIDERATION, THE RECEIPT AND SUFFICIENCY OF WHICH IS HEREBY ACKNOWLEDGED AND FOR WHICH NO LIEN, EITHER EXPRESS OR IMPLIED IS RESERVED.

Property (including any improvements):

Being that same property conveyed by Bob D. Cathey, Grantor, to Bobby L. Ritchie and Lisa D. Ritchie, Grantee by deed recorded in Volume 3160, Page 696 of the Official Public Records of Grayson County, Texas, described as follows:

Being Lot Six (6) of Parkview Addition to the City of Sherman, Texas, as shown by plat of record in Volume 306, Page 155 of the Deed Records of Grayson County, Texas, also known as 208 Kessler Blvd., Sherman, TX 75092.

Reservations from and Exceptions to Conveyance and Warranty:

Subject to any and all valid and subsisting easements, restrictions, covenants, conditions, rights-of-way, mineral reservations and oil and gas leases, properly of record, if any, relating to the hereinabove described property.

Grantor, for the consideration and subject to the reservations from and exceptions to conveyance and warranty, grants, sells, and conveys to Grantee the property, together with all and singular the rights and appurtenances thereto in any wise belonging, to have and hold it to Grantee, Grantee's heirs, executors, administrators, successors, or assigns forever. Grantor binds Grantor and Grantor's heirs, executors, administrators, and successors to warrant and forever defend all and singular the property to Grantee and Grantee's heirs, executors, administrators, successors, and assigns against every person whomsoever lawfully claiming or to claim the same or any part thereof, except as to the reservations from and exceptions to conveyance and warranty, when the claim is by, through or under Grantor but not otherwise.

When the context requires, singular nouns and pronouns include the plural.

Grantor:

_____
BOBBY L. RITCHIE

Grantor:

_____
LISA D. RITCHIE

(Acknowledgment)

THE STATE OF TEXAS §
COUNTY OF GRAYSON §

BEFORE ME, the undersigned authority, in and for said county and state, on this day personally appeared BOBBY L. RITCHIE, known to me (or proved to me on the oath of_____ or through (description of identity card or other document) to be the person and officer whose name is subscribed to the foregoing instrument and acknowledged to me that she executed the same on behalf 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 _____, 2016.

_____
NOTARY PUBLIC, STATE OF TEXAS

THE STATE OF TEXAS §
COUNTY OF GRAYSON §

BEFORE ME, the undersigned authority, in and for said county and state, on this day personally appeared LISA D. RITCHIE, known to me (or proved to me on the oath of_____ or through (description of identity card or other document) to be the person and officer whose name is subscribed to the foregoing instrument and acknowledged to me that she executed the same on behalf 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 _____, 2016.

_____
NOTARY PUBLIC, STATE OF TEXAS

AFTER RECORDING, RETURN TO
City of Sherman
Office of the City Attorney
P. O. Box 1106
Sherman, TX 75091-1106

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

N

1 inch = 100 feet

# SHERMAN CITY COUNCIL
## Agenda Communication Form

**City Council Regular Meeting** **Agenda Item No. C. 4.**

**Meeting Date:** 08/01/2016

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

**Approved By:** Robby Hefton, City Manager

---

**Caption:**

**** RESOLUTION NO. 6108***

Authorizing the Acceptance of a Special Warranty Deed from Robert L. Ritchie, Jr. and Lisa Darlene Ritchie for the Conveyance of Property located at 212 Kessler Boulevard, being Lot Seven (7) of Parkview Addition to the City of Sherman, Texas, as shown by Plat of Record in Volume 306, Page 155 of the Deed Records of Grayson County, Texas

**Issue:**

To consider acceptance of a Special Warranty Deed for the purchase of property located at 212 Kessler Boulevard, Sherman, Texas

**Background:**

Post Oak Creek, which runs parallel to Kessler Boulevard, has eroded and caused a slope failure to occur that includes a section of the roadway. A contract was approved in March to repair the erosion damage. Soon after construction started, another slope failure occurred which caused additional engineering and construction costs to rise. In May, the second slope failure increased in size and caused additional damage. The failure started to affect an existing sanitary sewer line running along Kessler Boulevard. Construction was suspended. Staff decided to close Kessler and begin to purchase the nine homes due to the future unpredictability of the creek. This also reduces risk of any future property damage. All homes have been appraised; and the property owners have volunteered to sell their property to the City.

**Origination:**

Engineering Department

**Financial Consideration:**

The sales price of $80,000.00, along with County Clerk fees for recording, will be funded through a combination of the Capital Improvement Fund and General Fund Reserves.

**Staff Recommendation:**

Staff recommends that the City Council approve the resolution to authorize the purchase and conveyance of the subject property.

**Alternatives:**

As may be directed by the City Council

**Attachments**

Resolution No. 6108
Special Warranty Deed
Location Map

**RESOLUTION NO. 6108**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS, AUTHORIZING THE ACCEPTANCE OF A SPECIAL WARRANTY DEED FROM ROBERT L. RITCHIE, JR. AND LISA DARLENE RITCHIE FOR THE CONVEYANCE OF PROPERTY LOCATED AT 212 KESSLER BOULEVARD, BEING LOT SEVEN (7) OF PARKVIEW ADDITION TO THE CITY OF SHERMAN, TEXAS, AS SHOWN BY PLAT OF RECORD IN VOLUME 306, PAGE 155 OF THE DEED RECORDS OF GRAYSON COUNTY, TEXAS; 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, subject to all contract documents being properly completed and approved as to form and content by the City Attorney, to accept a Special Warranty Deed from Robert L. Ritchie, Jr. and Lisa Darlene Ritchie for the conveyance of a tract of land located at 212 Kessler Boulevard in Sherman, Texas, being Lot Seven (7) of Parkview Addition to the City of Sherman, Texas, in the same or substantially same form as the Special Warranty Deed document 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 _____, 2016.

**CITY OF SHERMAN, TEXAS**

**ATTEST:**

**BY:** _____
**LINDA ASHBY, CITY CLERK**

**BY:** _____
**DAVID PLYLER, MAYOR**

**APPROVED AS TO FORM AND CONTENT:**

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

NOTICE OF CONFIDENTIALITY RIGHTS; IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OF THE FOLLOWING INFORMATION FROM THIS INSTRUMENT BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS; YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER.

# SPECIAL WARRANTY DEED

Date: August 1, 2016

Grantor: ROBERT L. RITCHIE, JR. and LISA DARLENE RITCHIE

Grantor's Mailing Address (including county):

Grantee: CITY OF SHERMAN, a municipal corporation of the State of Texas

Grantee's Mailing Address (including county):

P. O. Box 1106
Sherman, Texas 75091
Grayson County

Consideration: EIGHTY THOUSAND AND NO/100 DOLLARS ($80,000.00) AND OTHER GOOD AND VALUABLE CONSIDERATION, THE RECEIPT AND SUFFICIENCY OF WHICH IS HEREBY ACKNOWLEDGED AND FOR WHICH NO LIEN, EITHER EXPRESS OR IMPLIED IS RESERVED.

Property (including any improvements):

Being that same property conveyed by Sandra Ellen Ritchie, Grantor, to Robert L. Ritchie, Jr. and Lisa Darlene Ritchie, Grantee by deed recorded in Volume 2418, Page 790 of the Real Property Records of Grayson County, Texas, described as follows:

Being Lot Seven (7) of Parkview Addition to the City of Sherman, Texas, as shown by plat of record in Volume 306, Page 155 of the Deed Records of Grayson County, Texas, also known as 212 Kessler Blvd., Sherman, TX 75092.

Reservations from and Exceptions to Conveyance and Warranty:

Subject to any and all valid and subsisting easements, restrictions, covenants, conditions, rights-of-way, mineral reservations and oil and gas leases, properly of record, if any, relating to the hereinabove described property.

Grantor, for the consideration and subject to the reservations from and exceptions to conveyance and warranty, grants, sells, and conveys to Grantee the property, together with all and singular the rights and appurtenances thereto in any wise belonging, to have and hold it to Grantee, Grantee's heirs, executors, administrators, successors, or assigns forever. Grantor binds Grantor and Grantor's heirs, executors, administrators, and successors to warrant and forever defend all and singular the property to Grantee and Grantee's heirs, executors, administrators, successors, and assigns against every person whomsoever lawfully claiming or to claim the same or any part thereof, except as to the reservations from and exceptions to conveyance and warranty, when the claim is by, through or under Grantor but not otherwise.

When the context requires, singular nouns and pronouns include the plural.

Grantor:

_____
ROBERT L. RITCHIE, JR.

Grantor:

_____
LISA DARLENE RITCHIE

(Acknowledgment)

THE STATE OF TEXAS §
COUNTY OF GRAYSON §

BEFORE ME, the undersigned authority, in and for said county and state, on this day personally appeared ROBERT L. RITCHIE, JR., known to me (or proved to me on the oath of_____ or through (description of identity card or other document) to be the person and officer whose name is subscribed to the foregoing instrument and acknowledged to me that she executed the same on behalf 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 _____, 2016.

_____
NOTARY PUBLIC, STATE OF TEXAS

THE STATE OF TEXAS §
COUNTY OF GRAYSON §

BEFORE ME, the undersigned authority, in and for said county and state, on this day personally appeared LISA DARLENE RITCHIE, known to me (or proved to me on the oath of_____ or through (description of identity card or other document) to be the person and officer whose name is subscribed to the foregoing instrument and acknowledged to me that she executed the same on behalf 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 _____, 2016.

_____
NOTARY PUBLIC, STATE OF TEXAS

AFTER RECORDING, RETURN TO
City of Sherman
Office of the City Attorney
P. O. Box 1106
Sherman, TX 75091-1106

1 inch = 100 feet

N

# SHERMAN CITY COUNCIL
## Agenda Communication Form

**City Council Regular Meeting** **Agenda Item No. C. 5.**

**Meeting Date:** 08/01/2016

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

**Approved By:** Robby Hefton, City Manager

---

**Caption:**

**** RESOLUTION NO. 6109***

Authorizing the Acceptance of a Special Warranty Deed from Sandra Ellen Russell and Ronnye Joe Russell for the Conveyance of Property located at 216 Kessler Boulevard, being Lot Eight (8) of Parkview Addition to the City of Sherman, Texas, as shown by Plat of Record in Volume 306, Page 155 of the Deed Records of Grayson County, Texas

**Issue:**

To consider acceptance of a Special Warranty Deed for the purchase of property located at 216 Kessler Boulevard, Sherman, Texas

**Background:**

Post Oak Creek, which runs parallel to Kessler Boulevard, has eroded and caused a slope failure to occur that includes a section of the roadway. A contract was approved in March to repair the erosion damage. Soon after construction started, another slope failure occurred which caused additional engineering and construction costs to rise. In May, the second slope failure increased in size and caused additional damage. The failure started to affect an existing sanitary sewer line running along Kessler Boulevard. Construction was suspended. Staff decided to close Kessler and begin to purchase the nine homes due to the future unpredictability of the creek. This also reduces risk of any future property damage. All homes have been appraised; and the property owners have volunteered to sell their property to the City.

**Origination:**

Engineering Department

**Financial Consideration:**

The sales price of $173,000.00, along with County Clerk fees for recording, will be funded through a combination of the Capital Improvement Fund and General Fund Reserves.

**Staff Recommendation:**

Staff recommends that the City Council approve the resolution to authorize the purchase and conveyance of the subject property.

**Alternatives:**

As may be directed by the City Council

**Attachments**

Resolution No. 6109
Special Warranty Deed
Location Map

**RESOLUTION NO. 6109**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS, AUTHORIZING THE ACCEPTANCE OF A SPECIAL WARRANTY DEED FROM SANDRA ELLEN RUSSELL AND RONNYE JOE RUSSELL FOR THE CONVEYANCE OF PROPERTY LOCATED AT 216 KESSLER BOULEVARD, BEING LOT EIGHT (8) OF PARKVIEW ADDITION TO THE CITY OF SHERMAN, TEXAS, AS SHOWN BY PLAT OF RECORD IN VOLUME 306, PAGE 155 OF THE DEED RECORDS OF GRAYSON COUNTY, TEXAS; 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, subject to all contract documents being properly completed and approved as to form and content by the City Attorney, to accept a Special Warranty Deed from Sandra Ellen Russell and Ronnye Joe Russell for the conveyance of a tract of land located at 216 Kessler Boulevard in Sherman, Texas, being Lot Eight (8) of Parkview Addition to the City of Sherman, Texas, in the same or substantially same form as the Special Warranty Deed document 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 _____, 2016.

**CITY OF SHERMAN, TEXAS**

**ATTEST:**

**BY:** _____
**LINDA ASHBY, CITY CLERK**

**BY:** _____
**DAVID PLYLER, MAYOR**

**APPROVED AS TO FORM AND CONTENT:**

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

NOTICE OF CONFIDENTIALITY RIGHTS; IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OF THE FOLLOWING INFORMATION FROM THIS INSTRUMENT BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS; YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER.

# SPECIAL WARRANTY DEED

Date: August 1, 2016

Grantor: SANDRA ELLEN RUSSELL and RONNYE JOE RUSSELL

Grantor's Mailing Address (including county):

Grantee: CITY OF SHERMAN, a municipal corporation of the State of Texas

Grantee's Mailing Address (including county):

P. O. Box 1106
Sherman, Texas 75091
Grayson County

Consideration: ONE HUNDRED SEVENTY THREE THOUSAND AND NO/100 DOLLARS ($173,000.00) AND OTHER GOOD AND VALUABLE CONSIDERATION, THE RECEIPT AND SUFFICIENCY OF WHICH IS HEREBY ACKNOWLEDGED AND FOR WHICH NO LIEN, EITHER EXPRESS OR IMPLIED IS RESERVED.

Property (including any improvements):

Being that same property conveyed by Robert Lee Ritchie, Jr., et al, Grantor, to Sandra Ellen Russell and Ronnye Joe Russell, Grantee by deed recorded in Volume 3631, Page 288 of the Official Public Records of Grayson County, Texas, described as follows:

Being Lot Eight (8) of Parkview Addition to the City of Sherman, Texas, as shown by plat of record in Volume 306, Page 155 of the Deed Records of Grayson County, Texas, also known as 216 Kessler Blvd., Sherman, TX 75092.

Reservations from and Exceptions to Conveyance and Warranty:

Subject to any and all valid and subsisting easements, restrictions, covenants, conditions, rights-of-way, mineral reservations and oil and gas leases, properly of record, if any, relating to the hereinabove described property.

Grantor, for the consideration and subject to the reservations from and exceptions to conveyance and warranty, grants, sells, and conveys to Grantee the property, together with all and singular the rights and appurtenances thereto in any wise belonging, to have and hold it to Grantee, Grantee's heirs, executors, administrators, successors, or assigns forever. Grantor binds Grantor and Grantor's heirs, executors, administrators, and successors to warrant and forever defend all and singular the property to Grantee and Grantee's heirs, executors, administrators, successors, and assigns against every person whomsoever lawfully claiming or to claim the same or any part thereof, except as to the reservations from and exceptions to conveyance and warranty, when the claim is by, through or under Grantor but not otherwise.

When the context requires, singular nouns and pronouns include the plural.

Grantor:

_____
SANDRA ELLEN RUSSELL

Grantor:

_____
RONNYE JOE RUSSELL

(Acknowledgment)

THE STATE OF TEXAS §
COUNTY OF GRAYSON §

BEFORE ME, the undersigned authority, in and for said county and state, on this day personally appeared SANDRA ELLEN RUSSELL, known to me (or proved to me on the oath of_____ or through (description of identity card or other document) to be the person and officer whose name is subscribed to the foregoing instrument and acknowledged to me that she executed the same on behalf 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 _____, 2016.

_____
NOTARY PUBLIC, STATE OF TEXAS

THE STATE OF TEXAS §
COUNTY OF GRAYSON §

BEFORE ME, the undersigned authority, in and for said county and state, on this day personally appeared RONNYE JOE RUSSELL, known to me (or proved to me on the oath of_____ or through (description of identity card or other document) to be the person and officer whose name is subscribed to the foregoing instrument and acknowledged to me that she executed the same on behalf 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 _____, 2016.

_____
NOTARY PUBLIC, STATE OF TEXAS

AFTER RECORDING, RETURN TO
City of Sherman
Office of the City Attorney
P. O. Box 1106
Sherman, TX 75091-1106

1 inch = 100 feet

N

# SHERMAN CITY COUNCIL
## Agenda Communication Form

**City Council Regular Meeting** **Agenda Item No. C. 6.**

**Meeting Date:** 08/01/2016

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

**Approved By:** Robby Hefton, City Manager

---

**Caption:**

**** RESOLUTION NO. 6110***

Authorizing the Acceptance of a Special Warranty Deed from Ruben Alvarez and Adriana Alvarez for the Conveyance of Property located at 220 Kessler Boulevard, being Lot Nine (9) of Parkview Addition to the City of Sherman, Texas, as shown by Plat of Record in Volume 306, Page 155 of the Deed Records of Grayson County, Texas

**Issue:**

To consider acceptance of a Special Warranty Deed for the purchase of property located at 220 Kessler Boulevard, Sherman, Texas.

**Background:**

Post Oak Creek, which runs parallel to Kessler Boulevard, has eroded and caused a slope failure to occur that includes a section of the roadway. A contract was approved in March to repair the erosion damage. Soon after construction started, another slope failure occurred which caused additional engineering and construction costs to rise. In May, the second slope failure increased in size and caused additional damage. The failure started to affect an existing sanitary sewer line running along Kessler Boulevard. Construction was suspended. Staff decided to close Kessler and begin to purchase the nine homes due to the future unpredictability of the creek. This also reduces risk of any future property damage. All homes have been appraised; and the property owners have volunteered to sell their property to the City.

**Origination:**

Engineering Department

**Financial Consideration:**

The sales price of $68,500.00, along with County Clerk fees for recording, will be funded through a combination of the Capital Improvement Fund and General Fund Reserves.

**Staff Recommendation:**

Staff recommends that the City Council approve the resolution to authorize the purchase and conveyance of the subject property.

**Alternatives:**

As may be directed by the City Council

**Attachments**

Resolution No. 6110
Special Warranty Deed
Location Map

**RESOLUTION NO. 6110**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS, AUTHORIZING THE ACCEPTANCE OF A SPECIAL WARRANTY DEED FROM RUBEN ALVAREZ AND ADRIANA ALVAREZ FOR THE CONVEYANCE OF PROPERTY LOCATED AT 220 KESSLER BOULEVARD, BEING LOT NINE (9) OF PARKVIEW ADDITION TO THE CITY OF SHERMAN, TEXAS, AS SHOWN BY PLAT OF RECORD IN VOLUME 306, PAGE 155 OF THE DEED RECORDS OF GRAYSON COUNTY, TEXAS; 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, subject to all contract documents being properly completed and approved as to form and content by the City Attorney, to accept a Special Warranty Deed from Ruben Alvarez and Adriana Alvarez for the conveyance of a tract of land located at 220 Kessler Boulevard in Sherman, Texas, being Lot Nine (9) of Parkview Addition to the City of Sherman, Texas, in the same or substantially same form as the Special Warranty Deed document 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 _____, 2016.

**CITY OF SHERMAN, TEXAS**

**ATTEST:**

**BY:** _____
**LINDA ASHBY, CITY CLERK**

**BY:** _____
**DAVID PLYLER, MAYOR**

**APPROVED AS TO FORM**
**AND CONTENT:**

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

NOTICE OF CONFIDENTIALITY RIGHTS; IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OF THE FOLLOWING INFORMATION FROM THIS INSTRUMENT BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS; YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER.

# SPECIAL WARRANTY DEED

Date: August 1, 2016

Grantor: RUBEN ALVAREZ AND ADRIANA ALVAREZ

Grantor's Mailing Address (including county):

3115 S. Maurice Ave.
Denison, TX 75020

Grantee: CITY OF SHERMAN, a municipal corporation of the State of Texas

Grantee's Mailing Address (including county):

P. O. Box 1106

Sherman, Texas 75091

Grayson County

Consideration: SIXTY-EIGHT THOUSAND, FIVE HUNDRED AND NO/100 DOLLARS ($68,500.00) AND OTHER GOOD AND VALUABLE CONSIDERATION, THE RECEIPT AND SUFFICIENCY OF WHICH IS HEREBY ACKNOWLEDGED AND FOR WHICH NO LIEN, EITHER EXPRESS OR IMPLIED IS RESERVED.

Property (including any improvements):

Being that same property conveyed by Fannie Mae AKA Federal National Mortgage Association, to Ruben Alvarez and Adriana Alvarez, Grantee by deed recorded in Volume 4466, Page 751 of the Official Public Records of Grayson County, Texas, described as follows:

Being Lot NINE (9) of Parkview Addition to the City of Sherman, Texas, as shown by plat of record in Volume 306, Page 155 of the Deed Records of Grayson County, Texas, also known as 220 Kessler Blvd., Sherman, TX 75092.

Reservations from and Exceptions to Conveyance and Warranty:

Subject to any and all valid and subsisting easements, restrictions, covenants, conditions, rights-of-way, mineral reservations and oil and gas leases, properly of record, if any, relating to the hereinabove described property.

Grantor, for the consideration and subject to the reservations from and exceptions to conveyance and warranty, grants, sells, and conveys to Grantee the property, together with all and singular the rights and appurtenances thereto in any wise belonging, to have and hold it to Grantee, Grantee's heirs, executors, administrators, successors, or assigns forever. Grantor binds Grantor and Grantor's heirs, executors, administrators, and successors to warrant and forever defend all and singular the property to Grantee and Grantee's heirs, executors, administrators, successors, and assigns against every person whomsoever lawfully claiming or to claim the same or any part thereof, except as to the reservations from and exceptions to conveyance and warranty, when the claim is by, through or under Grantor but not otherwise.

When the context requires, singular nouns and pronouns include the plural.

Grantor:

_____
RUBEN ALVAREZ

Grantor:

_____
ADRIANA ALVAREZ

(Acknowledgment)

THE STATE OF TEXAS §
COUNTY OF GRAYSON §

BEFORE ME, the undersigned authority, in and for said county and state, on this day personally appeared RUBEN ALVAREZ, known to me (or proved to me on the oath of_____ or through (description of identity card or other document) to be the person and officer whose name is subscribed to the foregoing instrument and acknowledged to me that she executed the same on behalf 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 _____, 2016.

_____
NOTARY PUBLIC, STATE OF TEXAS

(Acknowledgment)

THE STATE OF TEXAS §
COUNTY OF GRAYSON §

BEFORE ME, the undersigned authority, in and for said county and state, on this day personally appeared ADRIANA ALVAREZ, known to me (or proved to me on the oath of_____ or through (description of identity card or other document) to be the person and officer whose name is subscribed to the foregoing instrument and acknowledged to me that she executed the same on behalf 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 _____, 2016.

_____
NOTARY PUBLIC, STATE OF TEXAS

AFTER RECORDING, RETURN TO
City of Sherman
Office of the City Attorney
P. O. Box 1106
Sherman, TX 75091-1106

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

N

1 inch = 100 feet

# SHERMAN CITY COUNCIL
## Agenda Communication Form

**City Council Regular Meeting** **Agenda Item No. C. 7.**

**Meeting Date:** 08/01/2016

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

**Approved By:** Robby Hefton, City Manager

---

**Caption:**

**** RESOLUTION NO. 6111***

Authorizing the Acceptance of a Special Warranty Deed from Steve Green and Marybeth Green for the Conveyance of Property located at 224 Kessler Boulevard, being Lot Ten (10), Less and Except the North Four Feet (4 ft.), of Parkview Addition to the City of Sherman, Texas, as shown by Plat of Record in Volume 306, Page 155 of the Deed Records of Grayson County, Texas

**Issue:**

To consider acceptance of a Special Warranty Deed for the purchase of property located at 224 Kessler Boulevard, Sherman, Texas

**Background:**

Post Oak Creek, which runs parallel to Kessler Boulevard, has eroded and caused a slope failure to occur that includes a section of the roadway. A contract was approved in March to repair the erosion damage. Soon after construction started, another slope failure occurred which caused additional engineering and construction costs to rise. In May, the second slope failure increased in size and caused additional damage. The failure started to affect an existing sanitary sewer line running along Kessler Boulevard. Construction was suspended. Staff decided to close Kessler and begin to purchase the nine homes due to the future unpredictability of the creek. This also reduces risk of any future property damage. All homes have been appraised; and the property owners have volunteered to sell their property to the City.

**Origination:**

Engineering Department

**Financial Consideration:**

The sales price of $50,000.00, along with County Clerk fees for recording, will be funded through a combination of the Capital Improvement Fund and General Fund Reserves.

**Staff Recommendation:**

Staff recommends that the City Council approve the resolution to authorize the purchase and conveyance of the subject property.

**Alternatives:**

As may be directed by the City Council

**Attachments**

Resolution No. 6111
Special Warranty Deed
Location Map

**RESOLUTION NO. 6111**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS, AUTHORIZING THE ACCEPTANCE OF A SPECIAL WARRANTY DEED FROM STEVE GREEN AND MARYBETH GREEN FOR THE CONVEYANCE OF PROPERTY LOCATED AT 224 KESSLER BOULEVARD, BEING LOT TEN (10), LESS AND EXCEPT THE NORTH FOUR FEET (4 FT.), OF PARKVIEW ADDITION TO THE CITY OF SHERMAN, TEXAS, AS SHOWN BY PLAT OF RECORD IN VOLUME 306, PAGE 155 OF THE DEED RECORDS OF GRAYSON COUNTY, TEXAS; 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, subject to all contract documents being properly completed and approved as to form and content by the City Attorney, to accept a Special Warranty Deed from Steven Green and Marybeth Green for the conveyance of a tract of land located at 224 Kessler Boulevard in Sherman, Texas, being Lot Ten (10), Less and Except the North Four Feet (4 ft.), of Parkview Addition to the City of Sherman, Texas, in the same or substantially same form as the Special Warranty Deed document 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 _____, 2016.

**CITY OF SHERMAN, TEXAS**

**ATTEST:**

**BY:** _____
**LINDA ASHBY, CITY CLERK**

**BY:** _____
**DAVID PLYLER, MAYOR**

**APPROVED AS TO FORM AND CONTENT:**

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

NOTICE OF CONFIDENTIALITY RIGHTS; IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OF THE FOLLOWING INFORMATION FROM THIS INSTRUMENT BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS; YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER.

# SPECIAL WARRANTY DEED

Date: August 1, 2016

Grantor: STEVE GREEN AND MARYBETH GREEN

Grantor's Mailing Address (including county):

21550 S. Madison St.
Spring Hill, KS 75070

Grantee: CITY OF SHERMAN, a municipal corporation of the State of Texas

Grantee's Mailing Address (including county):

P. O. Box 1106

Sherman, Texas 75091

Grayson County

Consideration: FIFTY THOUSAND AND NO/100 DOLLARS ($50,000.00) AND OTHER GOOD AND VALUABLE CONSIDERATION, THE RECEIPT AND SUFFICIENCY OF WHICH IS HEREBY ACKNOWLEDGED AND FOR WHICH NO LIEN, EITHER EXPRESS OR IMPLIED IS RESERVED.

Property (including any improvements):

Being that same property conveyed by Chris A. Vickrey, to Steve and Marybeth Green, Grantee by deed recorded in Volume 5634, Page 640 of the Official Public Records of Grayson County, Texas, described as follows:

Being Lot TEN (10), Less and Except the North Four Feet (4 Ft.), of Parkview Addition to the City of Sherman, Texas, as shown by plat of record in Volume 306, Page 155 of the Deed Records of Grayson County, Texas, also known as 224 Kessler Blvd., Sherman, TX 75092.

Reservations from and Exceptions to Conveyance and Warranty:

Subject to any and all valid and subsisting easements, restrictions, covenants, conditions, rights-of-way, mineral reservations and oil and gas leases, properly of record, if any, relating to the hereinabove described property.

Grantor, for the consideration and subject to the reservations from and exceptions to conveyance and warranty, grants, sells, and conveys to Grantee the property, together with all and singular the rights and appurtenances thereto in any wise belonging, to have and hold it to Grantee, Grantee's heirs, executors, administrators, successors, or assigns forever. Grantor binds Grantor and Grantor's heirs, executors, administrators, and successors to warrant and forever defend all and singular the property to Grantee and Grantee's heirs, executors, administrators, successors, and assigns against every person whomsoever lawfully claiming or to claim the same or any part thereof, except as to the reservations from and exceptions to conveyance and warranty, when the claim is by, through or under Grantor but not otherwise.

When the context requires, singular nouns and pronouns include the plural.

Grantor:

_____
STEVE GREEN

Grantor:

_____
MARYBETH GREEN

(Acknowledgment)

THE STATE OF TEXAS §
COUNTY OF GRAYSON §

BEFORE ME, the undersigned authority, in and for said county and state, on this day personally appeared STEVE GREEN, known to me (or proved to me on the oath of_____ or through (description of identity card or other document) to be the person and officer whose name is subscribed to the foregoing instrument and acknowledged to me that she executed the same on behalf 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 _____, 2016.

_____
NOTARY PUBLIC, STATE OF TEXAS

(Acknowledgment)

THE STATE OF TEXAS §
COUNTY OF GRAYSON §

BEFORE ME, the undersigned authority, in and for said county and state, on this day personally appeared MARYBETH GREEN, known to me (or proved to me on the oath of_____ or through (description of identity card or other document) to be the person and officer whose name is subscribed to the foregoing instrument and acknowledged to me that she executed the same on behalf 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 _____, 2016.

_____
NOTARY PUBLIC, STATE OF TEXAS

AFTER RECORDING, RETURN TO
City of Sherman
Office of the City Attorney
P. O. Box 1106
Sherman, TX 75091-1106

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

N

1 inch = 100 feet

# SHERMAN CITY COUNCIL
## Agenda Communication Form

**City Council Regular Meeting** **Agenda Item No. C. 8.**

**Meeting Date:** 08/01/2016

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

**Approved By:** Robby Hefton, City Manager

---

**Caption:**

**RESOLUTION NO. 6112**

Authorizing the Execution of a Professional Services Agreement with Huitt-Zollars, Inc. for the Preliminary Engineering and Right-of-Way/Easement Documents for the Lamberth Road from S.H. 289 to Shady Oaks Lane Extension Project

**Issue:**

A contract for professional services with Huitt-Zollars, Inc. for the preliminary engineering and right-of-way/easement documents for the Lamberth Road from S.H. 289 to Shady Oaks Lane Extension Project

**Background:**

At the June 21, 2016 City Council Budget Planning Meeting, the extension of Lamberth Road was identified as a thoroughfare development project. The proposed contract with Huitt-Zollars, Inc. will include the preliminary engineering design of a minor arterial street from Shady Oaks to S.H. 289.

**Origination:**

City Council

**Financial Consideration:**

The fee for engineering services will be $298,000.00. Funding for these engineering services will be provided by the bond issuance.

**Staff Recommendation:**

It is recommended that the contract for professional engineering services with Huitt-Zollars, Inc., for the preliminary engineering and right-of-way/easement documents for the Lamberth Road from S.H. 289 to Shady Oaks Lane Extension Project, be approved.

**Alternatives:**

Those as may be directed by the City Council.

**Attachments**

Resolution No. 6112
Agreement for Professional Services
Location Map

**RESOLUTION NO. 6112**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS, AUTHORIZING THE EXECUTION OF A PROFESSIONAL SERVICES AGREEMENT WITH HUITT-ZOLLARS, INC. FOR THE PRELIMINARY ENGINEERING AND RIGHT-OF-WAY/EASEMENT DOCUMENTS FOR THE LAMBERTH ROAD FROM S.H. 289 TO SHADY OAKS LANE EXTENSION PROJECT; 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 contract documents being properly completed and approved as to form and content by the City Attorney, to execute a Professional Services Agreement with Huitt-Zollars, Inc. for the preliminary engineering and right-of-way/easement documents for the Lamberth Road from S.H. 289 to Shady Oaks Lane Extension 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 _____, 2016.

**CITY OF SHERMAN, TEXAS**

**ATTEST:**

**BY:** _____
**LINDA ASHBY, CITY CLERK**

**BY:** _____
**DAVID PLYLER, MAYOR**

**APPROVED AS TO FORM AND CONTENT:**

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

# AGREEMENT FOR PROFESSIONAL SERVICES

**THIS** Agreement for Professional Services ("Agreement") is entered into August 1, 2016 by and between the CITY OF SHERMAN, TEXAS, hereinafter referred to as the "City", and Huitt-Zollars, Inc., a Texas corporation, hereinafter referred to as "Company".

**WHEREAS,** the City desires Company to perform certain work and services set forth in the Scope of Services attached hereto as Exhibit A and incorporated herein (the "Scope of Services") (the work and services to be provided by the Company under this Agreement, including all plans, drawings, specifications, designs, reports, records, and other work product, and estimates, set forth in the Scope of Services and otherwise described or referred to herein are referred to in this Agreement as the "Services"); and

**WHEREAS,** the Company has expressed a willingness and desires to perform the Services as set forth in this Agreement.

**NOW, THEREFORE,** the City of Sherman, Texas and Huitt-Zollars, Inc. in consideration of the covenants and agreements set forth herein and other good and valuable consideration, the sufficiency of which is hereby acknowledged, do hereby contract and agree as follows:

## ARTICLE I

## GENERAL

The Company shall furnish and pay for all labor, tools, materials, equipment, supplies, transportation and management necessary to perform all Services set forth in Article II hereof for the City in accordance with the terms, conditions and provisions of the Scope of Services, attached hereto as Exhibit "A" and incorporated herein for all purposes, and all of the terms, conditions,

and provisions of this Agreement. The City may, at any time, stop any Services by the Company upon giving the Company written notice. Company shall be bound to City by the terms, conditions and responsibilities toward the City for Company's services set forth in this Agreement.

Company shall serve as City's design professional and engineering representative for the project for which the Services are being provided by Company, providing professional engineering services, consultation and advice with respect thereto. Company's work and services consist of that work and services performed by Company and its owners, directors, officers, employees, agents, contractors, subcontractors, representatives, and consultants.

Company shall perform all work hereunder in a manner satisfactory and acceptable to City in accordance with the terms and conditions of this Agreement, including (without limitation) the standard of care set forth in this Agreement. Company shall perform all of its services in a timely and professional manner, utilizing at all times an economical and expeditious manner for performing such services. No less than monthly, Company shall keep City informed, orally or in writing (as requested by City), as to the status of all services of Company in process. All oral information shall be subsequently confirmed in writing.

Company shall not begin work on any Services described herein or other work until City directs Company in writing to proceed.

Company will use its professional skill, judgment and abilities in the performance of its work and Services hereunder, and all work and Services performed under this Agreement shall be conducted in a manner consistent with that level of care and skill ordinarily exercised by reputable members of the engineering profession currently practicing in the same locality in which the work and Services hereunder are being provided under similar conditions. Company shall re-perform

and otherwise remedy any work or Services provided by or for Company not meeting or satisfying this standard of care without additional compensation. Further, Company shall perform all services in accordance with, and Company's work product shall comply with, any applicable law, rule, statute, ordinance, regulation, standard, policy or order of any federal, state or local governmental entity or agency having jurisdiction over any matter related to this Agreement or the project for which the Services are being provided by the Company. Company shall be wholly and solely responsible for any work or Services provided by any officer, employee, agent, representative, contractor or subcontractor of Company.

Company represents that it is authorized to practice civil engineering in the State of Texas and that any necessary licenses, permits or other authorization to practice civil engineering and professional surveying and to provide the Services set forth herein have been heretofore acquired as required by law, rule or regulation. Company agrees and acknowledges that City is entering into this Agreement in reliance on Company's professional abilities with respect to performing the Services set forth herein.

Notwithstanding anything to the contrary in this Agreement, the Company is and shall be construed to be an independent contractor exercising control over its work and services and the manner in which it is performed. Nothing in this Agreement is intended nor shall be construed to create an employer-employee relationship, a joint venture, a joint enterprise relationship, or to allow the City to exercise discretion or control over the professional manner in which the Company performs the work and Services which are the subject matter of this Agreement; provided always however that the work and Services to be provided by Company shall be provided in a manner consistent with all applicable laws, standards, rules and regulations governing such work and Services. The method and manner in which Company's work and Services hereunder shall be

performed shall be determined by Company in its sole discretion. The officers, employees, agents, and representatives of, and the methods, equipment and facilities used by, the Company shall at all times be under the Company's exclusive direction and control.

## ARTICLE II

## SERVICES

A. The following services, when authorized in writing by a Notice to Proceed, shall be performed by the Company in accordance with the City's requirements:

> PREPARATION OF ALL PLANS, SPECIFICATIONS, DRAWINGS, DESIGNS, DOCUMENTS, REPORTS, RECORDS, OTHER WORK PRODUCT, AND ESTIMATES NECESSARY FOR THE DEVELOPMENT OF LAMBERTH ROAD FROM SH 289 TO SHADY OAKS LAND IN THE CITY OF SHERMAN ETJ, TEXAS – A LENGTH OF APPROXIMATELY 2 ¾ MILES, DESCRIBED IN THE SCOPE OF SERVICES ATTACHED HERETO AS EXHIBIT "A".

B. Company shall be responsible for the professional quality, technical accuracy, and the coordination of all designs, drawings, specifications, plans and other work and Services furnished by for, or on behalf of Company under this Agreement. Company shall, without additional compensation, correct or revise any errors or deficiencies in the design, drawings, specifications, plans and other work and Services.

C. Neither City's review, approval or acceptance of, nor payment for any of the Services required or provided under this Agreement, shall be construed to operate as a waiver of

any rights under this Agreement or of any cause of action arising out of the performance of this Agreement or a release of the responsibility and liability of Company, its owners, officers, employees, subcontractors, agents and consultants for the accuracy and competency of the same, and Company shall be and remain liable to City in accordance with applicable law for all damages to City caused by Company's negligent performance of or willful misconduct in connection with any of the Services or any other services or work furnished by or on behalf of Company under or in connection with this Agreement, nor shall such review, approval, acceptance, or payment be deemed to be an assumption of or an indemnification for such responsibility or liability by City for any defect, error or omission in the same, and shall not constitute nor be deemed a release of the responsibility and liability of Company, its employees, associates, agents and consultants for the accuracy or competency of their designs, working drawings and specifications, or other Services, documents and work, it being understood that City at all times is relying on Company's skill and knowledge in preparing and providing the Services.

D. The rights and remedies of City and Company under this Agreement are as provided by law.

E. Notwithstanding City's review, approval, or acceptance of, or payment for, any plans, drawings, specifications, or any other work product or Services of Company, Company represents that (i) such plans, drawings, specifications, and other work product or Services (and including, without limitation, as the same may be amended or supplemented by Company), (i) shall be sufficient and adequate for the project and fit for the purposes for which they are intended, and (ii) shall, to the best of Company's knowledge, information and belief as a civil engineer performing the practice of civil engineering in accordance with the standards, duties, and obligations set forth herein, be free from material error, and shall be satisfactory to City. In

accordance with the standard of care set forth herein, Company agrees that if it shall recommend unsuitable materials in connection with the project for which the Services are being provided by the Company or this Agreement or if the design of the project should be defective in any way, Company will assume sole responsibility for any damages, loss, claims, or expenses to the extent caused by Company's recommendation of unsuitable materials or defective design.

## ARTICLE III

## PAYMENT

A. City shall pay Company for all Services authorized in writing and properly performed by Company on the basis herein described, subject to additions or deletions for changes or extras agreed upon in writing, and subject to the City's right to withhold payment pursuant to the terms of this Agreement.

B. Partial payment shall be paid based upon a percentage of work completed. Company shall submit to City monthly invoices for its Services under this Agreement. Each invoice shall be accompanied by such documentation as the City may require to verify the accuracy of the invoice, including an itemized statement of reimbursable costs incurred (if any), and the sum of all prior payments under this Agreement. Each approved invoice will be paid within thirty (30) days from receipt thereof. Company shall not be entitled to any compensation for any Services or work not actually performed or for any lost profits as a result of any abandonment or suspension of any Services or work by the City.

Any provision hereof to the contrary notwithstanding, City shall not be obligated to make payment to Company hereunder if:

1. Company is in default of any of its obligations under this Agreement or any other documents in connection with the Services or the project (and payment may be withheld to the extent of any such default);

2. Any part of such payment is attributable to any work or Services of Company which are not performed in accordance with this Agreement;

3. Company has failed to make payment promptly to subcontractors or consultants or other third parties used by Company in connection with Company's Services or other work hereunder for which the City has made payment to Company; or

4. If City, in its good faith judgment and after consultation with Company, determines that the portion of the compensation then remaining unpaid will not be sufficient to complete the Company's Services or other work under this Agreement, no additional payments will be due Company hereunder unless and until Company performs a sufficient portion of its Services so that such portion of the compensation remaining unpaid is determined by City to be sufficient to complete the Company's Services or other work.

C. Upon complete performance of this Agreement by Company and final approval and acceptance of Company's Services by City, City will make final payment to Company of the balance due under this Agreement within thirty (30) days of the following month after final payment for such Services has been billed by Company.

D. City may deduct from any amounts due or to become due to Company any sum or sums owing by Company to City. In the event of any breach by Company of any provision or obligation of this Agreement, or in the event of the assertion by other parties of any claim or lien against City, or the City's premises or property, arising out of Company's performance of this Agreement, City shall have the right to retain out of any payments due or to become due to

Company an amount sufficient to completely protect the City from any and all loss, damage or expense there from, until the breach, claim or lien has been satisfactorily remedied or adjusted by the Company.

E. Company shall not be entitled to any compensation for any Services or work not actually performed or for any lost profits as a result of any abandonment or suspension of any Services or other work by the City.

## ARTICLE IV

## TIME FOR PERFORMANCE

A. Company shall perform all Services and any other work as provided for under this Agreement in a proper, efficient and professional manner. Subject to the terms and provisions of this Agreement, both parties have agreed to the provisions of this Agreement in anticipation of the orderly and continuous progress of the Services through completion of the Scope of Services specified in Exhibit "A", attached hereto.

B. In the event Company's performance of this Agreement is delayed or interfered with by acts of the City or others, Company may request an extension of time for the performance of same as hereinafter provided, but shall not be entitled to any increase in fee or price, or to damages or additional compensation as a consequence of such delays.

C. No allowance of any extension of time, for any cause whatsoever, shall be claimed by or made to the Company, unless Company shall have made written request upon City for such extension within forty-eight (48) hours after the cause for such extension occurred, and unless City and Company have agreed in writing upon the allowance of additional time to be made.

## ARTICLE V

## DOCUMENTS

A. All instruments of service (including all plans, specifications, drawings, reports, information, designs, documents, computations, computer programs, estimates, surveys, other data or work items, etc., in whatever form or format (whether electronic or otherwise)) prepared by or for Company under or in connection with this Agreement shall be submitted for approval of the City. All instruments of service shall be professionally sealed as may be required by law or by City.

B. All such instruments of service, together with necessary supporting documents, shall be delivered to City, and shall be, belong to, and remain the sole property of the City for the City's exclusive reuse at any time, and the City shall have unlimited rights, for the benefit of City, in all instruments of service, including the right to use same on any other work of City without additional cost to City. The City shall have the right to use such instruments of service for the purpose of completing the project for which the instruments of service were prepared or for such other purposes as the City may deem appropriate; provided, however, that should the City use the same for a purpose not in connection with the project, the City does so at its own risk.

C. Company agrees to and does hereby grant and assign to City all intellectual property rights (whether copyright or otherwise) in and to all such instruments of service in which Company may have a copyright or other intellectual property interest, and to all designs as to which Company may assert any rights or establish any claim under patent, copyright, or other intellectual property laws. Company, after completion of the Services and final payment, agrees to furnish the originals of all such instruments of service to the City (or, if this Agreement is terminated or the project for

which the Services are being provided is abandoned prior to such completion, Company shall provide the originals of all such instruments of service (whether finished or unfinished) to the City upon such termination or abandonment and the payment of any amounts then due the Company pursuant to this Agreement).

D. All documents or other instruments of service supplied by or on behalf of Company to City as provided herein shall be in Microsoft Word 2007 or compatible with Microsoft Word 2007.

## ARTICLE VI

## TERMINATION

A. City may suspend or terminate this Agreement at any time and for any reason (or for no reason), in its sole discretion, by giving written notice to the Company. In the event of such suspension or termination by City, Company shall have no recourse against City, except for payment for the Services of Company, in accordance with the terms of this Agreement, reasonably determined by the City to have been properly performed hereunder prior to the suspension or termination and for which Company has not been paid. Such payment will be due upon delivery of all finished or unfinished documents, data, studies, surveys, drawings, maps, models, reports, photographs or other items, or any other instruments of service, in whatever form or format, prepared by, for, or on behalf of Company in connection with this Agreement, to City.

B. Either City or Company may suspend or terminate this Agreement because of a breach of this Agreement by the other party, such suspension or termination to be effective ten (10) days after receipt by the breaching party of a written notice specifying such breach, unless the breaching party corrects such breach or presents a mutually agreeable plan to cure such breach

within such time. In the event of such suspension or termination, payment to the Company, in accordance with the terms of this Agreement, will be made on the basis of Services reasonably determined by City to be satisfactorily performed prior to the date of suspension or termination. Such payment will be due upon delivery of all finished or unfinished documents, data, studies, surveys, drawings, maps, models, reports, photographs or other items, or any other instruments of service, in whatever form or format, prepared by, for, or on behalf of Company in connection with this Agreement, to City.

In the event of such termination, City may proceed to complete the Services in any manner deemed proper by City, either by the use of its own forces or by resubmitting to others.

In the event of such termination, City may, without terminating this Agreement or taking over the Services, furnish the necessary materials, equipment, supplies and/or help necessary to remedy the situation, at the expense of the Company.

C. Should the City require a modification of this Agreement, and in the event City and Company fail to agree upon such modification, either City or Company shall have the option in their respective sole discretion of terminating this Agreement. In the event of such termination, payment to Company shall be made by the City in accordance with the terms of this Agreement, for the Services mutually agreed upon by the City and the Company to be properly performed by the Company prior to such termination date. Such payment will be due upon delivery of all finished or unfinished documents, data, studies, surveys, drawings, maps, models, reports, photographs or other items, or any other instruments of service, in whatever form or format, prepared by, for, or on behalf of Company in connection with this Agreement, to City.

D. In the event of termination of this Agreement for cause or breach of this Agreement, Company shall promptly deliver to City all finished or unfinished documents, data, studies, surveys, drawings, maps, models, reports, photographs or other items, or any other instruments of service, in whatever form or format, prepared by, for, or on behalf of Company in connection with this Agreement, to City.

## ARTICLE VII

## INSURANCE

A. In connection with this Agreement, Company shall provide and maintain the minimum insurance coverages set forth below:

1. Company shall provide and maintain Workers Compensation at statutory limits, including Employers Liability coverage a minimum limits of $500,000 each-occurrence each accident/$500,000 by disease each-occurrence/$500,000 by disease aggregate.

2. Company shall provide and maintain in full force and effect during the time of this Agreement, commercial automobile liability insurance (including, but not limited to, insurance covering the operation of owned, non-owned, and hired automobiles, trucks and other vehicles) protecting Company and City as an additional Insured at minimum combined single limits of $1,000,000 per occurrence for bodily injury and property damage.

3. Company shall provide Commercial General Liability Insurance at minimum combined single limits of $1,000,000 per-occurrence and $2,000,000 general aggregate for bodily injury and property damage, which coverage shall include products/completed operations ($1,000,000 products/ completed operations aggregate) and contractual liability. Coverage for

products/completed operations must be maintained for at least two (2) years after the construction work has been completed. Coverage must be amended to provide for an each- project aggregate limit of insurance.

4. Company shall also provide and maintain Professional Liability coverage at minimum limits of $2,000,000.00 covering claims resulting from engineering errors and omissions. Such insurance shall be kept in effect for at least four (4) years after the completion of the Services and this Agreement. If Company fails to maintain the insurance covered during that time, City may pay the premiums to keep the insurance in effect and recover the cost from the Company. If coverage is written on a claims-made basis, a policy retroactive date equivalent to the inception date of this Agreement (or earlier) must be maintained during the full term of this Agreement and for the four year period thereafter.

B. With reference to the foregoing insurance, Company shall specifically endorse applicable insurance policies as follows:

1. The City of Sherman, Texas shall be named as an additional insured with respect to General Liability and Automobile Liability.

2. All liability policies with the exception of professional liability shall contain no cross liability exclusions or insured versus insured restrictions.

3. A waiver of subrogation in favor of the City of Sherman, Texas shall be contained in the Workers Compensation and all liability policies.

4. All insurance policies shall be endorsed to the effect that the City of Sherman, Texas will receive at least sixty (60) days' notice prior to cancellation or non-renewal of the insurance.

5. All insurance policies, which name the City of Sherman, Texas as an additional insured, must be endorsed to read as primary coverage regardless of the application of other insurance.

6. Required limits may be satisfied by any combination of primary and umbrella liability insurances.

7. Company may maintain reasonable and customary deductibles, subject to approval by the City of Sherman, Texas

8. Insurance must be purchased from insurers that are financially acceptable to the City of Sherman, Texas.

C. All insurance must be written on forms filed with and approved by the Texas Department of Insurance. Certificates of Insurance shall be prepared and executed by the insurance company or its authorized agent, delivered to the City simultaneously with the execution of this Agreement, and shall contain provisions representing and warranting the following:

1. Set forth all endorsements and insurance coverages according to requirements and instructions contained herein.

2. Shall specifically set forth the notice-of-cancellation or termination provisions to the City of Sherman, Texas,

3. Upon request, Company shall furnish the City of Sherman, Texas with certified copies of all insurance policies.

D. City reserves the right to review the insurance requirements contained herein and to adjust coverages and limits when deemed necessary and prudent by City.

## ARTICLE VIII

## COMPANY'S INDEMNIFICATION OBLIGATION

**Company covenants and agrees to FULLY INDEMNIFY AND HOLD HARMLESS the City of Sherman, Texas and the elected officials, the officers, employees, representatives, and volunteers of the City of Sherman, Texas, individually or collectively, in both their official and private capacities (the City of Sherman, Texas, and the elected officials, the officers, employees, representatives, and volunteers of the City of Sherman, Texas each being a "Sherman Person" and collectively the "Sherman Persons"), from and against any and all costs, claims, liens, harm, damages, losses, expenses, fees, fines, penalties, proceedings, judgments, actions, demands, causes of action, liability and suits, of any kind and nature whatsoever, made upon or incurred by any Sherman Person, whether directly or indirectly, (collectively, the "Claims"), that arise out of, result from, or relate to an act of negligence, intentional tort, intellectual property infringement, or failure to pay a subcontractor or supplier committed by the Company or the Company's agent, consultant under contract, or another entity over which the Company exercises control (such agent, consultant under contract, or another entity being "Company Persons"). SUCH INDEMNITY AND HOLD HARMLESS OBLIGATION SHALL AND DOES INCLUDE CLAIMS FOUND TO HAVE BEEN CAUSED IN PART BY THE NEGLIGENCE OF A SHERMAN PERSON. However**

**when Claims arise out of the co-negligence of a Sherman Person and the Company or any Company Persons, Company's liability under this clause shall be reduced by that portion of the total amount of the Claims equal to the Sherman Person or Persons' proportionate share of the negligence that caused the loss attributable to such negligence. Likewise, Company's liability for Sherman Person's defense costs and attorneys' fees shall be reduced by that portion of the defense costs and attorneys' fees equal to Sherman Person or Persons' proportionate share of the negligence that caused the loss attributable to such negligence.**

**Company shall promptly advise the City in writing of any claim or demand against any Sherman Person or Company or Company Person related to or arising out of Company's activities under this Agreement. The Sherman Persons shall have the right, at the Sherman Persons' option and at own expense, to participate in such defense without relieving Company of any of its obligations hereunder. The provisions of any indemnity, and hold harmless obligation set forth in this Agreement shall survive the termination or expiration of this Agreement.**

## ARTICLE IX

## COMPANY INDEMNIFICATION FOR EMPLOYEES

Company agrees that it is an independent contractor and not an agent of the City, and that Company is subject, as an employer, to all applicable unemployment compensation statutes, laws, rules, and regulations, so as to relieve City of any responsibility or liability from treating Company's employees as employees of City for the purpose of keeping records, making reports or payments of unemployment compensation taxes or contributions. WITHOUT LIMITING THE INDEMNITY, AND HOLD HARMLESS OBLIGATION SET FORTH IN ARTICLE VIII AND ANY OTHER INDEMNITY, AND HOLD HARMLESS PROVISION INCLUDED IN THIS AGREEMENT, COMPANY FURTHER AGREES TO DEFEND, INDEMNIFY AND HOLD HARMLESS THE CITY OF SHERMAN, TEXAS AND ALL OTHER SHERMAN PERSONS (AS DEFINED IN ARTICLE VIII) FROM AND AGAINST AND REIMBURSE THE SAME FOR ANY CLAIMS, COSTS, LIENS, HARM, DAMAGES, LOSSES, FEES, PROCEEDINGS, ACTIONS, CAUSES OF ACTION, DEMANDS, PENALTIES, FINES, JUDGMENTS, SUITS, EXPENSES OR LIABILITY OF ANY KIND OR NATURE INCURRED UNDER OR RELATED TO SAID STATUTES OR IN CONNECTION WITH EMPLOYEES OF COMPANY.

## ARTICLE X

## ASSIGNMENT

Company shall not and has no power or authority to sell, assign, transfer, or otherwise convey (by any means, including by operation of law or otherwise), or subcontract, this Agreement or any right, duty, obligation or part thereof, without the prior written consent of City. Sale of

more than 50% ownership of Company shall be construed as an assignment, transfer, or other conveyance, and any such sale, assignment, transfer, or other conveyance, or subcontract, without the City's prior written consent shall be null and void *ab initio*.

## ARTICLE XI

## APPLICABLE LAWS; GOVERNING LAW; VENUE

Company shall comply with all Federal, State, County and Municipal laws, ordinances, regulations, safety orders, resolutions and codes (including, without limitation, building and related codes), including but not limited to the Americans With Disabilities Act and Chapter 469 of the Texas Government Code (relating to elimination of architectural barriers), relating or applicable to the work and Services to be performed under this Agreement.

This Agreement is performable in Grayson County, State of Texas and shall be governed by the laws of the State of Texas; and, with respect to any conflict of law provisions, the parties agree that such conflict of law provisions shall not affect the application of the law of Texas (without reference to its conflict of law provisions) to the governing, interpretation, validity and enforcement of this Agreement. Venue on any suit or matter hereunder shall be exclusively in Grayson County, Texas.

## ARTICLE XII

## ADJUSTMENTS IN SERVICES

No claims for extra services, additional services or changes in the services will be made by Company without a written agreement with City prior to the performance of such services.

## ARTICLE XIII

## EXECUTION BECOMES EFFECTIVE

This Agreement will be effective upon the last of the representatives of the parties to execute this Agreement, as set forth below.

## ARTICLE XIV

## AGREEMENT AMENDMENTS

This Agreement contains the entire and integrated understanding of the parties with respect to the subject matter hereof and there are no oral understandings, statements or stipulations bearing upon the meaning or effect of this Agreement which have not been incorporated herein. This Agreement may only be modified, amended, supplemented or waived by a written instrument executed by duly authorized representatives of the parties, except as may be otherwise provided therein.

## ARTICLE XV

## GENDER AND NUMBER; HEADINGS

The use of any gender in this Agreement shall be applicable to all genders, and the use of singular number shall include the plural and conversely. Article and section headings are for convenience only and shall not be used in interpretation of this Agreement.

## ARTICLE XVI

## NOTICES AND AUTHORITY

A. The Company agrees to send all notices required under this Agreement to the City Manager of the City of Sherman at 220 W. Mulberry St., Sherman, TX 75090.

B. The City agrees to send all notices required under this Agreement to the Company at 1717 McKinney Ave., Suite 1400, Dallas, TX 75202-1236.

C. For purposes of this Agreement, notices and all other communications provided for herein shall be in writing, addressed as provided hereinafter to the party to whom the notice or request is given, and shall be either (i) delivered personally, (ii) sent by United States certified mail, postage prepaid, return receipt requested, or (iii) placed in the custody of Federal Express Corporation or other nationally recognized carrier to be delivered overnight. Notice shall be deemed given when received. From time to time either party may designate another address within the 48 contiguous states of the United States for all purposes of this Agreement by giving the other party not less than ten (10) days advance notice of such change of address in accordance with the provisions hereof.

D. The undersigned officers and/or agents of each of the parties hereto are the properly authorized officials or representatives and have the necessary authority to execute this Agreement on behalf of each of the respective parties.

## ARTICLE XVII

## MISCELLANEOUS

A. No Third Party Benefits. This Agreement and each of its provisions are solely for the benefit of the parties hereto and are not intended to create or grant any rights, contractual or otherwise, to any third person or entity.

B. Rights and Remedies Cumulative; No Waiver; Survival of Remedies. The rights and remedies provided by this Agreement are cumulative, and the use of any one right or remedy by either party shall not preclude or waive its right to use any or all other remedies. Said rights and remedies are given in addition to any other rights the parties may have by law statute, ordinance, or otherwise. The failure by either party to exercise any right, power, or authority given to it by this Agreement, or to insist upon strict compliance with the terms of this Agreement, shall not constitute a waiver of the terms and conditions of this Agreement with respect to any other or subsequent breach thereof, nor a waiver by such party of its rights at any time thereafter to require exact and strict compliance with all the terms hereof. Any rights and remedies either party may have with respect to the other arising out of this Agreement shall survive the cancellation, expiration or termination of this Agreement.

C. Severability. The terms and provisions of this Agreement are severable, and if any term or provision is held to be illegal, invalid or unenforceable under present or future laws, such provision shall be fully severable and this Agreement shall be construed and enforced as if such illegal, invalid or unenforceable term or provision is not a part hereof, and the remaining provisions hereof shall remain in full force and effect. In lieu of any illegal, invalid or unenforceable term or provision herein, the parties agree to seek to negotiate the insertion of a term or provision as

similar in its terms to such illegal, invalid or unenforceable term or provision as may be possible, with the intent that such added term or provision is legal, valid and enforceable.

D. Release of Information. Company shall not divulge or release any information concerning the project or this Agreement to the public, including any the media representative, without City's prior written consent.

E. Force Majeure. Neither party is liable to the other for any damages for delay in performance caused by acts of God, strikes, lockouts, accidents, fire, casualty, labor trouble, failure of power, governmental authority, riots, insurrections, war, acts or threats of terrorism, or other events or reasons of a like nature which are beyond the control of the party obligated to perform and not avoidable by the diligence of that party ("Event of Force Majeure"); in such event, the party obligated to perform give the other party prompt notice of such delay and the performance of this Agreement shall be excused for the period of such delay. If such an event necessitates a change in the time required for performance of any act or services hereunder, subject to the other terms and provisions of this Agreement, the parties shall make an equitable adjustment of the schedule and price; provided, however, that the party obligated to perform shall continue to promptly perform all of its obligations under this Agreement while the parties are determining the nature and extent of any such adjustments.

F. Authorized Signatories. The undersigned officers and/or agents of the parties hereto are the properly authorized officials or representatives and have the necessary authority to execute this Agreement on behalf of each of the respective parties, and each party hereby certifies to the other that any necessary resolutions or other act extending such authority have been duly passed and are now in full force and effect.

**IN WITNESS WHEREOF**, parties have caused this Agreement to be executed in duplicate this _____ day of _____ 2016, with an original to each party.

**COMPANY: ___Huitt-Zollars, Inc._____**

**BY: _____**

**NAME: __John Ho, P.E._____**
1717 McKinney Ave., Suite 1400, Dallas, TX 75202-1236

**TITLE: Vice President**

**ATTEST: BY: _____**

**NAME: _____**

**TITLE: _____**

**COMPANY: ___Huitt-Zollars, Inc._____**

**BY: _____**

**NAME: __William E. Kallas, P.E._____**
1717 McKinney Ave., Suite 1400, Dallas, TX 75202-1236

**TITLE: Vice President**

**ATTEST: BY: _____**

**NAME: _____**

**TITLE: _____**

**CITY:** **CITY OF SHERMAN**

**BY: _____**

**NAME: Robby Hefton**

**TITLE: City Manager**

**ATTEST:** **BY: _____**

**NAME: Linda Ashby**

**TITLE: City Clerk**

**APPROVAL RECOMMENDED:**

_____

**Clay Barnett, P.E. / Director of Public Works & Engineering**

**APPROVED AS TO FORM:**

_____

**Brandon S. Shelby, City Attorney**

**ATTACHMENT 'A'**
**SCOPE OF SERVICES**
**LAMBERTH ROAD EXTENSION**
**PRELIMINARY ENGINEERING & R.O.W. / EASEMENT DOCUMENTS**

## PROJECT DESCRIPTION:

This project includes design related professional services for the development of Lamberth Road from SH 289 to Shady Oaks Lane in the City of Sherman ETJ, Texas – a length of approximately 2¾ miles. For the western 1½ miles of the project length, the existing rural 2-lane section of Meadowlake Drive will be reconstructed as a 4-lane divided urban arterial, with a raised grassy median and left-turn lanes where appropriate. The same concept will be applied to the rural 2-lane section of Lamberth Road from its current 90 degree curve to Shady Oaks Lane, where the project will match the existing 4-lane divided section. The proposed Lamberth Road will be on 'new alignment' connecting these two segments. An alternatives analysis will determine the preferred alignment based on environmental constraints, impacts to residential/commercial properties, and engineering feasibility.

The scope of services will include field topographic surveying for design, field surveying for establishing existing right-of-way and easements, preliminary environmental investigation, roadway horizontal and vertical design, preliminary bridge layout, drainage design, public involvement, and probable construction cost estimates. The intent is to develop schematic design milestone for the purpose of ROW and water line/drainage easement acquisition. Further plans development will be performed under separate contract.

## SCOPE OF SERVICES:

### A. Preliminary Engineering (Schematic Plans)

1. Kick-off meeting with City staff to discuss key design issues, preliminary alternatives, project schedule and final deliverables.
2. Obtain, from the City, applicable existing street, drainage and utility as-built plans; plats and right-of-way maps within the project area. Conduct a review of the available information.
3. Site visit to identify and document physical elements and site constraints that will affect the design process.
4. Advance the preliminary design and meet with the City to discuss advantages / disadvantages of alternatives based on map of existing conditions, concept sketches, and opinions of construction costs.
5. Prepare a schematic layout of the selected roadway alignment and drainage appurtenances and present a roll plot on 24" wide paper to the city for review and approval. Cross-sections at 100' intervals will be provided ensure necessary and adequate right-of-way to accomplish project goals.
6. A drainage study will be performed to determine the proper mitigation strategies for hydrological and hydraulic impact to Sand Creek, and to determine required bridge length and potential mitigation of hydraulic impacts of the new bridge crossing in order to prevent adverse impacts upstream and downstream.
7. Drainage Design as required to justify related drainage easements or ROW acquisition.
8. Prepare exhibits and presentation for Public Meeting / Open House. Coordinate with City on the agenda for the meeting and give technical portion of the presentation, if required.
9. Prepare a preliminary bridge layout plan.
10. Prepare a probable engineering construction cost estimate.

*Preliminary Engineering Phase Deliverable Summary*

1. Schematic Design Roll Plot including plan & profile, 1” = 50’, 3 - 24”x96” rolls, 3 copies
2. Design Cross-Sections at 100’ intervals, 1”=10’, 50 – 11”x17” sheets, 3 copies
3. Drainage study report, 3 copies
4. Probable engineering construction estimate.

**B. Preliminary Environmental Services**

1. Natural and Cultural Resources Constraints Analysis – Qualified scientists, biologists, and archaeologists will conduct desktop background research to preliminarily identify potential natural resources constraints which could affect the project including:
    a. Surface waters and wetlands
    b. Threatened and endangered species and migratory bird habitats, including sensitive and critical habitats
    c. Cultural resources (archaeology and history)

   A site reconnaissance will be performed to observe suspect areas of interest identified through desktop research for the presence of potential constraints. A summary letter will be prepared to document professional opinions related to the potential impacts to identified constraints (if any) and will provide recommendations and/or potential regulatory implications associated with future proposed development.
2. Limited Regulatory Review for Hazardous Materials – Conduct a review of historical resources and federal, state, and tribal regulatory databases to preliminarily identify potential hazardous materials within the site. Results will be provided in a PDF-formatted letter report.

*Environmental Services Phase Deliverable Summary*

1. Prior to issuing a deliverable, the Client will be contacted by telephone to provide a verbal summary of field observations and preliminary results, findings, and opinions
2. Final reports will be submitted to the Client for review and comment

**C. Surveying & R.O.W. Documents**

1. **Control Survey** – Establish project survey control points at 750 foot intervals throughout project limits as needed for performing survey work and for future construction control. Control will be referenced to the City of Sherman’s Geodetic Datum for both horizontal and vertical values.

2. **Right of Entry** – Research property ownership and prepare a list of property owners along the proposed route. Prepare and send out right of entry request letters to property owners for access to properties for surveying purposes.

3. **Records Research** – Obtain recorded deeds, recorded plats and existing right of way maps to aid in define the existing right of way and adjacent property boundary lines.

4. **Abstract Map/Deed Sketch** – Prepare base ownership mapping from records research.

5. **Right of Way Survey** – Field survey to locate existing right of way and adjacent property corners. Perform calculations and analysis of field survey with record information to determine the location of the existing right of way and adjacent property boundaries.

6. **Topographic Survey** – Perform a topographic survey for the entire length of the project. The survey will extend 75 feet +- each side of the proposed centerline within the project limits. Cross sections will be taken at 50 foot intervals and visible improvements will be located. Trees greater than 6 inches will be identified, surveyed and shown on the survey. A cadd drawing suitable for civil design will be prepared.

7. **Exhibit Maps and legal descriptions for right of way acquisition** – preparation of a metes and bounds description

and an 8 ½" x 11" exhibit map for the proposed right of way acquisition parcels. The parcel legal descriptions will be referenced to the boundary corners of the parent tract and monuments (5/8 inch iron rods) will be set on the proposed right of way line. Estimated 28 RW parcels.

8. **Exhibit Maps and legal descriptions for waterline easements** – preparation of a metes and bounds description and an 8 ½" x 11" exhibit map for the proposed waterline easement parcels. The easement description will be referenced to the boundary corners of the parent tract. In addition an adequate amount of the easement boundary will be staked using 5/8 inch iron rods. Estimated 28 easement parcels.

9. **Exhibit Maps and legal descriptions for drainage easements** – preparation of a metes and bounds description and an 8 ½" x 11" exhibit map for the proposed waterline easement parcels. The easement description will be referenced to the boundary corners of the parent tract. In addition an adequate amount of the easement boundary will be staked using 5/8 inch iron rods. Estimated 16 easement parcels.

*Survey & ROW Documents Phase Deliverable Summary*

1. Property Owner List, 8½" x 11", 3 copies
2. Abstract Map / Deed Sketch, to be included on Schematic Design Roll Plots
3. Lamberth Road ROW Exhibit Maps, approximately 50 parcels, 8½" x 11", 3 copies
4. Waterline Easement Exhibit Maps, approximately 50 parcels, 8½" x 11", 3 copies

**<u>Exclusions</u>**

- Final Engineering
- Geotechnical Engineering
- Level "A" SUE
- Environmental Permitting
- Waters of the U.S. (including wetlands) determination/delineation
- U.S. Army Corps of Engineers Permitting
- Agency consultation (USACE, USFWS, TPWD, THC, etc.)
- Threatened and endangered species habitat assessment
- Presence-absence surveys for threatened and endangered species
- Migratory bird nest survey
- Intensive archaeological investigation (shovel testing, backhoe trenching)
- Phase I Environmental Site Assessment
- Detailed / Final Engineering
- FEMA Permitting
- NEPA documentation and assessment
- Re-flagging and re-staking of horizontal & vertical control
- Construction Staking
- Full-Time Inspection
- Construction Administration
- Providing an On-Site Representative

- Fees for Permits and Advertising
- Trench Safety Designs
- Services in Connection with Condemnation Hearings
- Expert Witness Testimony
- Traffic Engineering Counts, Studies and Reports
- Revisions and/or change orders as a result of revisions after completion of the original design (unless to correct an error or ambiguity on the plans)
- Consulting Services by Others Not Included in this Proposal

HUITT-ZOLLARS

HUITT-ZOLLARS, INC. • 1717 McKinney Ave. • Suite 1400 • Dallas, TX 75202-1236 • 214.871.3311 phone • 214.871.0757 fax • huitt-zollars.com

July 12, 2016

Mr. Clay Barnett, P.E.
Director of Public Works and Engineering
City of Sherman
220 W. Mulberry Street
Sherman, Texas 75091

Re: Lamberth Road

Dear Clay:

Huitt-Zollars, Inc. is pleased to provide engineering and surveying proposal for the proposed Lamberth Road improvement from SH 289 to Shady Oaks Lane. The proposed scope service is shown on Attachment A, and our proposed fees are lump sum as follows:

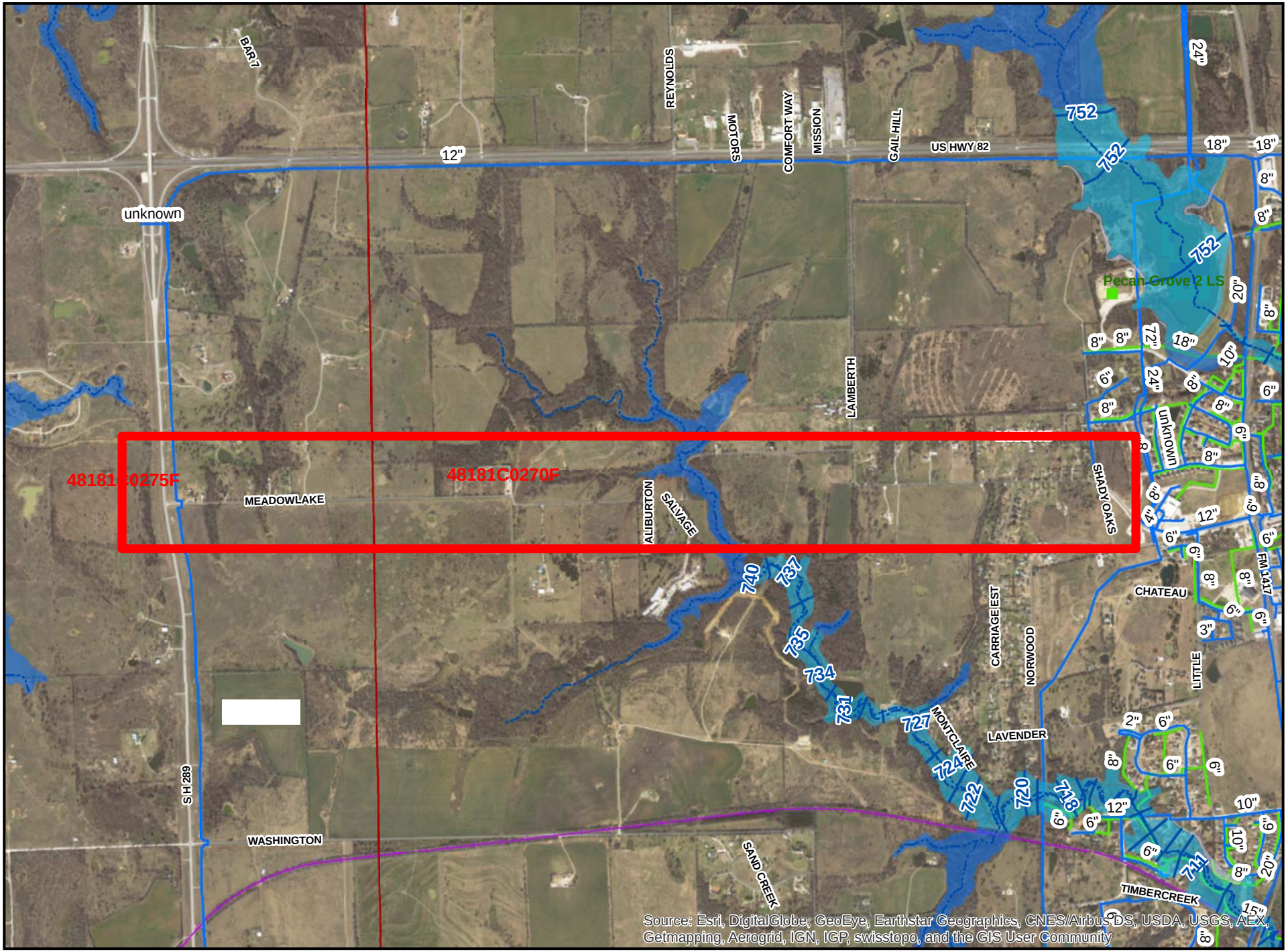
| | | |
|---|---|---|
| Preliminary Engineering (Schematic Design) | $159,000.00 | Lump Sum |
| Surveying and RW/Easement Documents | $ 95,400.00 | Lump Sum |
| Preliminary Environmental Investigation | $ 5,900.00 | Lump Sum |
| Hydrology/Hydraulic Study (Bridge/Culverts) | $ 25,000.00 | Lump Sum |
| Bridge Layout | $ 9,700.00 | Lump Sum |
| Reimbursement | $ 3,000.00 | Lump Sum |
| Total | $298,000.00 | Lump Sum |

Should you have any questions please feel free to contact me.

**Sincerely,**
**Huitt~Zollars, Inc.**

John Ho, P.E.
Vice President

William E. Kallas, P.E.
Vice President




1 inch = 2,000 feet

# SHERMAN CITY COUNCIL
## Agenda Communication Form

**City Council Regular Meeting** **Agenda Item No. C. 9.**

**Meeting Date:** 08/01/2016

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

**Approved By:** Robby Hefton, City Manager

---

**Caption:**

**RESOLUTION NO. 6113**

Awarding a Bid to and Authorizing Execution of a Contract and Change Order with Lynn Vessels Construction based on an Invitation to Bid for Construction of Miscellaneous Sidewalk Panel Replacements, Grand Avenue Pedestrian Crossings, and Meadows Circle Paving

**Issue:**

To consider awarding a bid to and authorizing execution of a contract and change order with Lynn Vessels Construction based on an Invitation to Bid for construction of miscellaneous sidewalk panel replacements, Grand Avenue pedestrian crossings, and Meadows Circle paving

**Background:**

The City of Sherman desires to utilize Contractors for the rehabilitation or the City's infrastructure that had previously been noted as deteriorated or otherwise in need of rehabilitation.

An Invitation to Bid for Miscellaneous Sidewalk Panel Replacements, Grand Avenue Pedestrian Crossings, and Meadows Circle Paving (Bid No 2016-08) was made and, on July 19, 2016, bids were received and opened. One (1) bid was received with the bid being submitted by Lynn Vessels Construction in the amount of $299,796.34. A bid tabulation is attached. Based on a combination of level of qualifications and past experience, City staff recommends contracting with Lynn Vessels Construction.

In order to reduce the scope of the project and bring it into budget, Change Order #1, a reduction of $242,454.39, is also requested to be approved to remove the rehabilitation of the downtown sidewalk portion. This portion of the project will be undertaken at a later time.

**Origination:**

Engineering Department

**Financial Consideration:**

The contract and change order yield a total contract price of $57,341.95. Funding for this construction is available in the Capital Improvement Project fund for fiscal year 2016.

**Staff Recommendation:**

It is recommended that the bid be awarded for construction of the Miscellaneous Sidewalk Panel Replacements, Grand Avenue Pedestrian Crossings, and Meadows Circle Paving to the low bidder, Lynn Vessels Construction, in the amount of $299,796.34. Additionally, it is recommended that Change Order No. 1, a reduction of $242,454.39, be approved. Finally, it is recommended that the City Manager be authorized to execute the required documents.

**Alternatives:**

As may be directed by the City Council

---

**Attachments**

Resolution No. 6113
Contract Agreement
Bid Tabulation
Change Order No. 1
Location Map

---

**RESOLUTION NO. 6113**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS, AWARDING A BID TO AND AUTHORIZING EXECUTION OF A CONTRACT AND CHANGE ORDER WITH LYNN VESSELS CONSTRUCTION BASED ON AN INVITATION TO BID FOR CONSTRUCTION OF MISCELLANEOUS SIDEWALK PANEL REPLACEMENTS, GRAND AVENUE PEDESTRIAN CROSSINGS, AND MEADOWS CIRCLE PAVING; FINDING AND DETERMINING THAT THE MEETING AT WHICH THIS RESOLTION 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 of Sherman hereby approves the contract with Lynn Vessels Construction in the amount of Two Hundred Ninety-Nine Thousand Seven Hundred Ninety-Six Dollars and Thirty-Four Cents ($299,796.34) and approves Change Order No. 1 to reduce the contract amount by Two Hundred Forty-Two Thousand Four Hundred Fifty-Four Dollars and Thirty-Nine Cents ($242,454.39), resulting in a total contract amount of Fifty-Seven Thousand Three Hundred Forty-One Dollars and Ninety-Five Cents ($57,341.95), for the construction of the Miscellaneous Sidewalk Panel Replacements, Grand Avenue Pedestrian Crossings, and Meadows Circle Paving; 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 and change order with Lynn Vessels Construction for construction of the improvements, 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 _____, 2016.

**CITY OF SHERMAN, TEXAS**

**BY:** _____
**DAVID PLYLER, MAYOR**

**ATTEST:**

**BY:** _____
**LINDA ASHBY, CITY CLERK**

**APPROVED AS TO FORM**
**AND CONTENT:**

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

# CONTRACT AGREEMENT

STATE OF TEXAS §
COUNTY OF GRAYSON §

THIS AGREEMENT is made and entered into this 1s day of August, 2016, by and between the City of Sherman, of the County of Grayson and State of Texas, acting through its City Manager, thereunto duly authorized so to do, Party of the First Part, hereinafter termed the OWNER, and Lynn Vessels Construction, of the City of Sherman, County of Grayson, State of Texas, Party of the Second Part, hereinafter termed CONTRACTOR.

WITNESSETH: That for and in consideration of the payment and agreement hereinafter mentioned, to be made and performed by the OWNER, the said CONTRACTOR hereby agrees with the said OWNER to commence and complete construction of certain improvements as follows:

MISCELLANEOUS SIDEWALK PANEL REPLACEMENTS,
GRAND AVENUE PEDESTRIAN CROSSINGS,
AND MEADOWS CIRCLE PAVING

and all extra work in connection therewith, under the terms as stated in the General and Specific Conditions of the AGREEMENT; and at his own proper cost and expense to furnish all the materials, supplies, machinery, equipment, tools, superintendence, labor, insurance and other accessories and services necessary to complete the said construction, in accordance with the conditions and prices stated in the Proposal attached hereto and in accordance with the Advertisement for Bids, Instructions to Bidders, General Provisions, Special Provisions, Plans, and other drawings and printed or written explanatory matter thereof, and the Technical Specifications and Addenda thereto, as prepared by the OWNER, each of which has been identified by the endorsement of the CONTRACTOR and the OWNER thereon, together with the CONTRACTOR's written Proposal and the General Provisions, all of which are made a part hereof and collectively evidence and constitute the entire AGREEMENT.

## Notice to Proceed

The CONTRACTOR hereby agrees to commence work within ten (10) calendar days after the date of written notice to do so shall have been given to him, to complete the work within One hundred and forty (140) calendar days, after he commences work, subject to such extensions of time as are provided by the General Provisions.

The OWNER agrees to pay the CONTRACTOR Two hundred ninety-nine thousand, seven hundred ninety-six dollars and thirty-four cents ($299,796.34) in current funds for the

performance of the Contract in accordance with the Proposal submitted thereof, subject to additions and deductions, as provided in the General Provisions, and to make payments of account thereof as provided therein.

IN WITNESS WHEREOF, the parties of these presents have executed this AGREEMENT in the year and day first above written.

CITY OF SHERMAN, TEXAS (OWNER) ATTEST:

By: _____ By: _____

Robby Hefton, City Manager Linda Ashby, City Clerk

LYNN VESSELS CONSTRUCTION (CONTRACTOR) ATTEST:

By: _____ By: _____

Name: _____ Name: _____

Title: _____ Title: _____

The following to be executed if the CONTRACTOR is a corporation:

I, _____ certify that I am the secretary of the corporation named as CONTRACTOR herein; that _____, who signed this Contract on behalf of the CONTRACTOR is the _____ (official title) of said corporation; that said Contract was duly signed for and in behalf of said corporation by authority of its governing body, and is within the scope of its corporate powers.

Signed: _____

Name: _____

Title: _____

Corporate Seal

## Bid Tabulation

**Project:** Miscellaneous Sidewalk Panel - Replacements, Grand Avenue Pedestrian Crossings, and Meadows Circle Paving
**Owner:** City of Sherman
**Number:** 2016-08
**Public Works Project # 2980**
**Date:** 7/19/2016

| | | | Lynn Vessels Const. | |
|---|---|---|---|---|
| **Item** | **Description** | **Estimated Quantity** | **Unit Price** | **Total Price** |
| Miscellaneous Sidewalk Panel - Replacements | | | | |
| 1 | Mobilization | 1 LS | 7,500.00 | 7,500.00 |
| 2 | Traffic Control Plan | 1 LS | 10,000.00 | 10,000.00 |
| 3 | Sidewalk demolition, removal, disposal | 9,861 SF | 8.45 | 83,325.45 |
| 4 | New sidewalk panels, installed, complete, including clean-up. | 9,861 SF | 14.54 | 143,378.94 |
| 5 | Metal Grate & Trough, installed and complete | 10 LF | 575.00 | 5,750.00 |
| | | **Subtotal** | | **249,954.39** |
| Meadows Circle Paving | | | | |
| 1 | Site demolition, removal, and disposal | 139 CY | 75.00 | 10,425.00 |
| 2 | Site work | 31 CY | 81.25 | 2,518.75 |
| 3 | Concrete pavement | 108 CY | 341.65 | 36,898.20 |
| | | **Subtotal** | | **49,841.95** |
| **Total BASE BID: Miscellaneous Sidewalk Panel-Replacemetns, Grand Ave. Pedestrian Crossing - Grand Ave. and College Street Intersection Only, and Meadows Circle Paving** | | | | **299,796.34** |

Alternate #1
Grand Ave. Pedestrian Crossing – Grand and E. Richards Street Intersection only **No Bid**

Alternate #2
Grand Ave. Pedestrian Crossing – Grand and E. Williams Street Intersection only **No Bid**

Alternate #3
Grand Ave. Pedestrian Crossing – Grand and E. Carter Street Intersection only **No Bid**

Alternate #4
Grand Ave. Pedestrian Crossing – Grand and College Intersection only **No Bid**

T:\Engineering\Projects\2991 - Grand Ave Ped Imrv & Misc\[Copy of Bid and Award Setup1.xls]Tabulation

**CITY OF SHERMAN**
**CONTRACT CHANGE ORDER**

Contract No.____2016-08__ Date:__ July 25, 2016 _
Change Order No.__1_____ Project: Miscellaneous Sidewalk Panel - Replacements, Grand Avenue Pedestrian Crossings, Meadows Circle Paving

and

To: Lynn Vessels Construction

You are hereby requested to comply with the following changes from the contract plans and specifications:

| Item Number (1) | Description of Changes, Quantities Units, Unit Prices, change in completion schedule, etc. (2) | Decrease in Contract Price (3) | Increase in Contract Price (4) |
|---|---|---|---|
| 2 | Traffic Control Plan | $10,000.00 | |
| 3 | Sidewalk Demolition, Removal disposal | $83,325.45 | |
| 4 | New Sidewalk Panels, installed complete, including cleanup | $143,378.94 | |
| 5 | Metal Grate and Trough, installed and complete | $5,750.00 | |
| **Total** | | $242,454.39 | |

The sum of **$_242,454.39_** is hereby **reduced to** the total contract price, **$_299,796.34** and the total adjusted contract price to date thereby is **$_57,341.95_**.

This document shall become an amendment to the contract, and all provisions of the contract will apply hereto.

Accepted By:_____ Date:_____

Recommended By:_____ Date: _____
Clay Barnett, P.E. Public Works & Engineering

Approved By:_____ Date:_____
Robby Hefton, City Manager

N
0 1,000 2,000 4,000
Feet
MEADOWS CIRCLE CUL-DE-SAC REPLACEMENT
GRAND AVENUE SIDEWALK CROSSING IMPROVEMENTS
DOWNTOWN SIDEWALK PANEL REPLACEMENTS
W US 82 SC
W US 82 EB
W US 82 NC
E US 82 WB
N US 75 NB
N US 75 SB
CYPRESS GROVE RD
N MIMOSA DR
REDBUD TRL
W ANDY DR
N REX CRUSE DR
N DOVER DR
N HICKORY ST
W MCLAIN DR
N MONTE CRISTO DR
N HERITAGE PKWY
SKYLINE DR
W TAYLOR ST
W PELTON ST
DUPREE ST
W BURTON ST
W DEXTER ST
W FAIRVIEW ST
W TEXAS ST
W MCGEE ST
W SCOTT ST
N RICKETTS ST
N BINKLEY ST
N WHARTON ST
N GRANT DR
BLANTON PL
W COLLEGE ST
W BIRGE ST
W WASHINGTON ST
HOPSON ST
W SAM RAYBURN FRWY
N LOY LAKE RD
TEXOMA PKWY
N FRISCO RD
E PEYTON ST
E LEWIS ST
E TUCK ST
E SYCAMORE ST
N WILLOW ST
E RICHARDS ST
N BRANCH ST
N MONTGOMERY ST
N WALNUT ST
N TRAVIS ST
N CROCKETT ST
N EAST ST
E BROCKETT ST
E PACIFIC ST
N MAXEY ST
E PECAN ST
E CHAFFIN ST
N ELM ST
E HOUSTON ST
E LAMAR ST
E JONES ST
E CHERRY ST
E KING ST
E WELLS AVE
CLAY LN
SUNSET BLVD
SANDRA ST
N HOLLY AVE
W PECAN ST
W LAUREL ST
ARCHER DR
W LAMAR ST
W TAHO DR
W HOUSTON ST
S WOODS ST
S US 75 NB
S US 75 SB
S AUSTIN ST
S RUSK ST
S ELM ST
S TRAVIS ST
S WALNUT ST
S MONTGOMERY ST
S BRANCH ST
S EAST ST
S FIRST ST
S MAXEY ST
S WILLOW ST
E CENTENNIAL ST
W HESTER ST
E OLIVE ST
W CENTER ST
Sherman
CLASSIC TOWN. BROAD HORIZON.

# SHERMAN CITY COUNCIL
## Agenda Communication Form

**City Council Regular Meeting** **Agenda Item No. C. 10.**

**Meeting Date:** 08/01/2016

**Prepared By:** Don Keene, Assistant City Manager

**Approved By:** Robby Hefton, City Manager

---

**Caption:**

**RESOLUTION NO. 6114**

Authorizing Execution of a Professional Services Agreement with Brinson Benefits, Inc. for Employee Benefit Consulting Services

**Issue:**

Annual contract for employee benefit consulting services

**Background:**

The City contracts for professional services for the analysis, design and implementation of its employee health benefits plan. City staff has met with representatives from Brinson Benefits, Inc. regarding their services and is satisfied with their qualifications, references, and proposal. City staff recommends approval of the agreement.

**Origination:**

Robby Hefton, City Manager

**Financial Consideration:**

The fee is $80,000.00 for an annual contract.

**Staff Recommendation:**

It is recommended that the City Council approve the Resolution and the Professional Services Agreement for the provision of employee benefit consulting services.

**Alternatives:**

No alternatives are recommended.

---

**Attachments**

Resolution No. 6114

Professional Services Agreement

---

**RESOLUTION NO. 6114**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS, AUTHORIZING EXECUTION OF A PROFESSIONAL SERVICES AGREEMENT WITH BRINSON BENEFITS, INC. FOR EMPLOYEE BENEFIT CONSULTING SERVICES; FINDING AND DETERMINING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED 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, subject to all contract documents being properly completed and approved as to form and content by the City Attorney, to execute a Professional Services Agreement with Brinson Benefits, Inc. for employee benefit consulting services, in the same or similar form as the specifications and conditions of the contract documents 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 _____, 2016.

**CITY OF SHERMAN, TEXAS**

**ATTEST:**

**BY:** _____
**LINDA ASHBY, CITY CLERK**

**BY:** _____
**DAVID PLYLER, MAYOR**

**APPROVED AS TO FORM AND CONTENT:**

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

# PROFESSIONAL SERVICES AGREEMENT

This Professional Services Agreement ("Agreement") is made and entered into and between City of Sherman, in Sherman, Texas ("Client") and Brinson Benefits, Inc., having its principal place of business in Dallas County, Texas, at 4851 LBJ Freeway, Suite 900, Dallas, Texas 75244 ("Brinson").

**1. Purpose.** The purpose of this Agreement is to state the terms and conditions under which Brinson shall provide employee benefit consultant services to Client.

**2. Description of Services.** Brinson's services to Client shall include, but shall not be limited to, the following:

A. Review the various Client plans' structure, benefits, service, vendor contracts, and costs, including (i) review of current benefits and recommend potential benefit adjustments or changes; and (ii) review costs and other obligations.

B. Review proposal specifications, including (i) review and recommendation of specification adjustments for improvement of benefits for Client's Plans to be offered; (ii) review presentation procedures for eligible participants; and (iii) assist with the selection of insurance carriers and other professional vendors that will be provided with a request for proposal.

C. Assist in the selection process by (i) responding to questions or inquiries from insurance carriers and other professional vendors during the proposal process; (ii) reviewing and comparing the proposals received to determine conformity to bid request requirements; (iii) conducting discussions and meet with those insurance carriers and other professional vendors who are competitive to achieve the best benefits, costs and contractual terms for Client; and (iv) making recommendations for the placement of coverage for insurance services and other related professional services.

D. Assist in implementation, communication and Plan management by (i) coordinating the enrollment and installation of contract(s), including employee communication and employee meetings and other necessary services to complete the enrollment and implementation of the Plans; (ii) coordinating with the insurance carrier and other professional vendors for proper administrative procedures, reporting requirements, and contacting service representatives; (iii) monitoring the performance, throughout the year, of such insurance carriers and other vendors; (iv) assisting in the resolution of claims or service issues with insurance carriers or other related professional vendors; and (v) providing services not listed above as may be necessary or negotiated by Brinson and Client .

**3. Work with Client Staff.** In undertaking the foregoing services on behalf of Client, Brinson shall work closely with the Human Resources and/or his/her designees, including other Client Human Resources personnel and other appropriate Client personnel and officials ("Client Staff"), and perform any and all related tasks required by Client Staff in order to fulfill the purposes of this Agreement.

**4. Performance of Services.** Brinson and its employees and/or associates shall perform all the services under this Agreement and Brinson hereby agrees and represents that all of its employees and/or associates who perform services under this Agreement are and shall be fully qualified and competent to perform the services described herein.

**5. Term.** The term of this agreement shall begin August 1st, 2016 and unless sooner terminated pursuant to paragraph number 10 below, shall continue to the end of the first anniversary of the Client's benefit plan year (as determined by Client's benefit plan documents); provided, however, that unless either party shall give written notice of termination as provided in paragraph number 10 below, the term shall automatically continue in force and effect for consecutive one-year periods starting at the end of each plan year. Further, Brinson understands and agrees that all services, written reports, and other data are to be completed and delivered to Client by the termination date unless an extension of time is approved by Client Staff.

**6. Compensation for Services**. In consideration of the professional services to be performed by Brinson pursuant to the terms of this Agreement, Brinson shall be paid for services rendered, as referenced in attached Exhibit B which is incorporated by reference.

Brinson reserves the right to suspend or terminate all Brinson services until full payment and late fees, if applicable, are received. Payments are due on the 1st day of the month for that month's services. If payment is not received by the end of that same month there will be a late fee assessed in the amount of 10% on any past due amounts. Brinson reserves the right to suspend or terminate all Brinson services until full payment and applicable late fees are received. Brinson shall have the right to change its professional service fees with 30 days advance notice conditioned upon written acceptance in advance by Client.

**7. Change in Scope or Focus of Services.** Client and Brinson acknowledge that Client may request, from time to time, changes in the scope or focus of the activities and services conducted or to be conducted by Brinson pursuant to this Agreement. Any such change which varies significantly from the

Description of Services referenced above and which entails a significant increase in cost or expense to Brinson shall be mutually agreed on by Brinson and Client. Changes in the scope, which in the opinion of Brinson and Client Staff will or in all likelihood will require additional funding by Client, must first be authorized in advance by Client.

**8. Brinson's Liability and Insurance Coverage.** Approval of Client shall not constitute nor be deemed a release of the responsibility and liability of Brinson, its employees, agents and/or associates for the accuracy and competency for their designs, reports, information, and other documents or services, nor shall approval be deemed to be the assumption of such responsibility by Client for any defect, error or omission in the documents prepared by Brinson, its employees, agents and/or associates.

**9. Indemnity.** Brinson shall defend, indemnify, and hold Client whole and harmless against any and all claims for damages, costs, and expenses to persons or property that may arise out of, or be occasioned by or from any negligent act, error or omission of Brinson and/or any agent, servant, or employee of Brinson, in the execution or performance of this Agreement.

**10. Termination.** Either party may terminate this Agreement upon sixty (60) days advance written notice, it being understood and agreed that the termination date shall be effective 60 days after the written notice of termination is provided. Payments for services are due within 14 days of the termination date. Either party may terminate this Agreement without notice for gross negligence only. A termination for gross negligence must be in writing and specifically detail the gross negligence.

**11. Additional Terms of Agreement.** The following shall be additional conditions of, and a part of, the consideration of this Agreement, to-wit:

A. Conflict of Interest. Brinson hereby acknowledges that no officer or employee of Brinson is financially interested, directly or indirectly, in the sale to Client of any materials, supplies or services other than the professional services referenced herein. Brinson hereby agrees that it shall not accept other employment or engage in outside activities incompatible with the proper discharge of its professional obligations, duties and responsibilities to Client, or which might impair its independent judgment in the performance of its obligations, duties and responsibilities to Client. Notwithstanding any provision herein to the contrary.

B. Nondiscrimination. As a condition of this Agreement, Brinson covenants that it will take all necessary actions to insure that, in connection with any work undertaken pursuant to this Agreement, that it, its associates, agents and subcontractors will not discriminate in the treatment or employment of any individual or groups of individuals on any basis prohibited by applicable law, including but not limited to race, color, religion, national origin, age, sex or physical disability, either directly, indirectly or through contractual or other arrangements. In this regard, Brinson shall keep, retain and safeguard all records relating to this Agreement or work performed hereunder for a minimum period of three (3) years from completion of services to Client, with full access allowed to authorized representatives of Client, upon request, for purposes of evaluating compliance with this and other provisions of this Agreement.

C. Assignment. This Agreement shall not be assigned, in whole or in part, without the prior express written consent of Client.

D. Notices. All notices and communications, required or permitted under this Agreement shall be personally delivered, mailed or emailed to the respective parties, postage prepaid, or delivered electronically at the following addresses. Mailed notices shall be deemed communicated as of five (5) days after mailing.

If intended for Brinson, to:

Robby Hefton
City of Sherman
220 W Mulberry St
Sherman, TX 75090

If intended for Brinson, to:

Chris Goodspeed
Brinson Benefits, Inc.
4851 LBJ Freeway, Suite 900
Dallas, TX 75244

E. Independent Contractor. In performing services under this Agreement, Brinson is and shall be considered an independent contractor of Client. Nothing contained herein shall modify that relationship and the parties hereto specifically acknowledge that Brinson is an independent contractor of Client. Additionally, no term or provision of this Agreement shall be construed as making Brinson an agent, servant or employee of Client.

F. Venue. The obligations of the parties pursuant to this Agreement are performable in Dallas County, Dallas Texas and if legal action is necessary to enforce same, exclusive venue shall lie in Dallas County, Texas.

G. Applicable Laws. This Agreement is made subject to the provisions of applicable state and federal laws. Further, this Agreement shall be governed by and construed in accordance with the laws and court decisions of the State of Texas.

H. Mediation. In the event of any controversy or claim arising out of or relating to this Agreement, or the breach of this Agreement, the parties hereto agree to submit such controversy or claim to nonbinding mediation.

I. Entire Agreement. This Agreement contains the entire agreement between the parties and this Agreement supersedes any and all other agreements, whether oral or written. This Agreement may not be amended except in writing and all amendments must be approved by both Client and Brinson.

J. Severability. If any one or more of the provisions of this Agreement shall for any reason be held invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provision.

K. Binding Obligation. This Agreement shall become a binding obligation on the signatories upon execution by all signatories hereto. Client warrants and represents that the individual executing this Agreement on behalf of Client has full authority to execute this Agreement and bind Client to the same. Brinson warrants and represents that the individual executing this Agreement on its behalf has full authority to execute this Agreement and bind Brinson to same.

L. Counterparts. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original and constitute one and the same instrument.

M. Captions. The captions to the various clauses of this Agreement are for informational purposes only and shall not alter the substance of the terms and conditions of this Agreement.

N. Attorney Fees. In the event of any dispute that results in a proceeding to construe or enforce any provisions of this Agreement, the prevailing party shall recover from the non-prevailing party reasonable attorneys' fees and other costs incurred (in addition to all other amounts and relief to which such party may be entitled to recover).

O. Compliance with Laws. Each party shall comply with all applicable federal, state, and local laws and regulations in connection with its activities pursuant to this agreement.

P. Confidentiality The terms and conditions of this agreement are confidential and are not to be disclosed to any other party without the written consent by both client and Brinson.

EXECUTED AND AGREED TO by City of Sherman and

Brinson Benefits, Inc. on this 1st day of August, 2016.

**ACCEPTED:**

**Brinson Benefits, Inc.**

By: _____
Dawn Brinson, President

7/27/16
Date

**ACCEPTED:**

_____

By: _____

_____
Date

## PROFESSIONAL SERVICES AGREEMENT

### EXHIBIT A

| Professional Services | Benefit Plans |
|---|---|
| **Brinson Benefits, Inc. services include**:<br><br>Plan Benefit/Cost Renewal Analysis<br>Plan Design Consultation & Strategic Benefit Planning<br>Plan Management and Data Analysis<br>Vendor Negotiations<br>Annual Bid Process and Plan Implementations<br>Open Enrollment/Communication Support<br>Customer Service<br>Purple Card – Patient Advocate Services & Reporting | **Medical Stop Loss**<br><br>**Medical / Dental TPA**<br><br>**Pharmacy Benefit Manager**<br><br>**Term Life**<br><br>**Term AD&D**<br><br>**Vision**<br><br>**Pharmacy Consultant** |
| The following are not included in the compensation: 5500 preparation, printing, graphic design work, ACA 6055/6056 reporting, Teladoc, custom programming, contracted third-party services and/or products (COBRA/HIPAA, Technology, Legal/Accounting, Wellness Services, etc.), travel outside of DFW area, and independent third party audits. Any lines of coverage or services not provided in this agreement are subject to additional fees | **Available Upon Request** |

# PROFESSIONAL SERVICES AGREEMENT

## EXHIBIT B
## REVENUE DISCLOSURE STATEMENT

What follows is the disclosure of actual fees and/or commissions related to Client's Group Health Plan(s) and any relationships, or agreements Brinson has with the vendor involved in this transaction. Brinson as agent of record, will receive the following initial and renewal sales commissions as agreed upon by the Client:

| Line of Coverage | Vendor | Original Effective Date | Commission[i] / Supplemental Compensation[ii] | Direct Fees[iii] | Wholesaler, MGU, or Intermediary | Owned by Brinson |
|---|---|---|---|---|---|---|
| Consultant Fee | Brinson Benefits | 08/01/2016 | N/A | $80.000 | N/A | Yes |
| Medical Stop Loss | | N/A | N/A | 0 | N/A | No |
| Medical/Dental TPA | | N/A | N/A | 0 | N/A | No |
| Pharmacy Benefit Manager | | N/A | N/A | 0 | N/A | No |
| Term Life | | N/A | N/A | 0 | N/A | No |
| Term AD&D | | N/A | N/A | 0 | N/A | No |
| VISION | | N/A | N/A | 0 | N/A | No |
| | | | | | | |

It should also be noted that:

- Brinson is not an affiliate of the vendor whose Contract is recommended. This means that the vendor whose Contract is recommended does not directly or indirectly have the power to exercise a controlling influence over the management of policies of Brinson.
- Brinson's ability to recommend other vendor contracts is not limited by an agreement with the vendor.
- Brinson is effecting the transaction for the Plan in the ordinary course of Brinson's business.
- The transaction set forth is at least as favorable to the Plan as an arm's length transaction with an unrelated party.
- Brinson is not a trustee of the Plan and is neither the Plan Administrator of the Plan, a fiduciary of the Plan, nor an employer which has employees in the Plan.

---

[i] Commissions include all commissions/fees paid to Brinson that are attributable to a contract or policy between a plan and an insurance company, or insurance service. This includes indirect fees that are paid to Brinson paid by a third party, and includes, among other things, the payment of "finders' fees" or other fees to Brinson for a transaction or service involving the plan.

[ii] Brinson may receive supplemental compensation referred to in a variety of terms and definitions, such as contingent commissions, additional commissions and supplemental commissions.

[iii] Direct fees include compensation to Brinson paid for directly by the plan sponsor.

# SHERMAN CITY COUNCIL
## Agenda Communication Form

**City Council Regular Meeting** **Agenda Item No. C. 11.**

**Meeting Date:** 08/01/2016

**Prepared By:** Mary Lawrence, Director of Finance

**Approved By:** Robby Hefton, City Manager

---

**Caption:**

**** RESOLUTION NO. 6115***

Appointing and Authorizing the Execution of an Agreement with Adami, Lindsey & Company, L.L.P. to Perform the Fiscal Year 2016 Audit

**Issue:**

Independent audit services for fiscal year (FY) 2016

**Background:**

By Charter, we are required to annually appoint an independent auditor to perform a financial audit for the City. Adami, Lindsey & Company, L.L.P. (ALC) performed the audit for the past three years. The staff and Council Audit Committee were pleased with the firm's performance and are recommending the reappointment of ALC for the FY 2016 Audit.

**Origination:**

Council Audit Committee
Mary Lawrence, Director of Finance

**Financial Consideration:**

The fee estimate for these services is $45,500.00 for the City and $5,750.00 for the Sherman Economic Development Corporation (SEDCO). Funds have been allocated in the FY 2017 budget for this expenditure.

**Staff Recommendation:**

The staff recommends the City Council accept the recommendation of the Council Audit Committee to appoint Adami, Lindsey & Company, L.L.P. to perform the annual audit for the fiscal year ending September 30, 2016.

**Alternatives:**

The City Council could instruct the staff to solicit proposals from firms outside the City.

**Attachments**

Resolution No. 6115
Audit Committee Memo
Engagement Letter

**RESOLUTION NO. 6115**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS, APPOINTING AND AUTHORIZING THE EXECUTION OF AN AGREEMENT WITH ADAMI, LINDSEY & COMPANY, L.L.P. TO PERFORM THE FISCAL YEAR 2016 AUDIT; 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 Council hereby appoints Adami, Lindsey & Company, L.L.P. to perform the annual audit for the City of Sherman for fiscal year ending September 30, 2016.

**SECTION 2.** That the City Manager be and is hereby authorized and directed, subject to all agreement documents being properly completed and approved as to form and content by the City Attorney, to execute a contract with Adami, Lindsey & Company, L.L.P. to perform the annual audit for the City of Sherman for fiscal year ending September 30, 2016.

**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 _____, 2016.

**CITY OF SHERMAN, TEXAS**

**BY:** _____
**DAVID PLYLER, MAYOR**

**ATTEST:**

**BY:** _____
**LINDA ASHBY, CITY CLERK**

**APPROVED AS TO FORM**
**AND CONTENT:**

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

Sherman
CLASSIC TOWN. BROAD HORIZON.

# memorandum

**DATE:** Tuesday, July 26, 2016

**TO:** The Council Audit Committee
The Honorable David Plyler, Mayor
The Honorable Kevin Couch, Council Member
The Honorable Lawrence Davis, Council Member

**CC:** Sherman City Council Members, Robby Hefton, City Manager
Don Keene, Assistant City Manager

**FROM:** Mary Lawrence, Director of Finance ml

**SUBJECT:** **Reappointment of Adami Lindsey Company, Inc. (ALC) as Independent Auditor for the Fiscal Year Ended September 30, 2016 Audit**

Adami Lindsey & Company, L.L.P. (ACL), a Certified Public Accounting firm in Sherman, has performed the annual audit for the City the past three years. Subject to Audit Committee and City Council approval, the staff proposes to engage ALC for the annual audit for the year ended September 30, 2016.

The engagement letter (contract) has been received from ALC and is attached for your review. ALC has agreed to provide the audit services for the upcoming fiscal year for $51,250.00, including the audit of SEDCO, and $1,250.00 more than the fee for last year. Audit field work is expected to begin in August with the report draft received by January 27, 2017.

The engagement letter will be on the August 1, 2016 agenda for approval. If you have any questions about this, please feel free to contact me.

ADAMI, LINDSEY & COMPANY, L.L.P.
*Certified Public Accountants*

123 NORTH CROCKETT STREET, SUITE 100
SHERMAN, TEXAS 75090

(903) 892-2727
FACSIMILE: (903) 868-9682
www.adamilindsey.com

DAROLD P. ADAMI
JAMES A. LINDSEY
DAROLD P. ADAMI, JR.
BELINDA W. DEVINCENTIS
TIMOTHY D. TARABA

July 26, 2016

Ms. Mary Lawrence,
Director of Finance
City of Sherman, Texas

Re: **Audit of Financial Statements for the Year Ending September 30, 2016**

Dear Ms. Lawrence:

We are pleased to confirm our understanding of the services we are to provide the City of Sherman, Texas (City) as of and for the year ended September 30, 2016. We will audit the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the City's basic financial statements as of and for the year ended September 30, 2016. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the City's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the City's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

1. Management's discussion and analysis
2. Budgetary comparison schedule – General Fund
3. Supplementary pension and OPEB information

We have also been engaged to report on supplementary information other than RSI that accompanies the City's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and we will provide an opinion on it in relation to the financial statements as a whole, in a report combined with our auditor's report on the financial statements:

1. Schedule of expenditures of federal awards
2. Combining and individual fund financial statements and schedules

The following other information accompanying the financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements, and our auditor's report will not provide an opinion or any assurance on that other information.

1. Introductory and statistical sections of Comprehensive Annual Financial Report (CAFR)

**Audit Objectives**

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. The objective also includes reporting on -

- Internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.

- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will include a paragraph that states that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The Uniform Guidance report on internal control over compliance will include a paragraph that states that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of accounting records, a determination of major programs in accordance with the Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions. We will issue written reports upon completion of our Single Audit. Our reports will be addressed to the Honorable Mayor and Members of the City Council of the City. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

**Audit Procedures – General**

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements or noncompliance may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential, and of any material abuse that comes to our attention. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

**Audit Procedures – Internal Control**
Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

**Audit Procedures – Compliance**
As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the City's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the OMB Compliance Supplement for the types of compliance requirements that could have a direct and material effect on each of the City's major programs. The purpose of these procedures will be to express an opinion on the City's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

**Other Services**
We will also assist in preparing the financial statements, schedule of expenditures of federal awards, and related notes of the City in conformity with U.S. generally accepted accounting principles and the Uniform Guidance based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statements, schedule of expenditures of federal awards, and related notes services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

**Management Responsibilities**

Management is responsible for (1) establishing and maintaining effective internal controls, including internal controls over federal awards, and for evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles, for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with U.S. generally accepted accounting principles; and for compliance with applicable laws and regulations (including federal statutes) and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance, (3) additional information that we may request for the purpose of the audit, and (4) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the City involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants. Management is also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements, or abuse that we report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains and indicates that we have reported on the schedule of expenditures of federal awards. You also agree to make the audited financial statements readily available to intended users of the schedule of expenditures of federal awards no later than the date the schedule of expenditures of federal awards is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

You agree to assume all management responsibilities relating to the financial statements, schedule of expenditures of federal awards, and related notes and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, schedule of expenditures of federal awards, and related notes and that you have reviewed and approved the financial statements, schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

**Engagement Administration, Fees, and Other**

We understand that your employees will prepare all cash or other confirmations we request and will locate any documents selected by us for testing.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditors' reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditors' reports or nine months after the end of the audit period.

We will provide ten (10) copies of our Audit Report, twenty (20) copies of the CAFR, and a PDF copy of all reports to the City; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Adami, Lindsey & Company, LLP and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to the U.S. Department of Housing and Urban Development or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Adami, Lindsey & Company, LLP personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide to, distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the City's cognizant or oversight agency. If we are aware that a federal awarding agency or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

We expect to begin preliminary audit procedures in August 2016 and to issue a draft of our reports no later than January 27, 2017. We will issue our final reports on or before February 27, 2017 and in time to present to the City Council at their first meeting in March, 2017. Timothy D. Taraba, CPA is the engagement partner and is responsible for signing the reports or authorizing another individual to sign them. Brian Grisham, CPA is the engagement manager and will be responsible for supervising the engagement.

Our fees for these services, including the report on the Sherman Economic Development Corporation will be based on our standard hourly rates (discounted approximately 25%) plus out-of-pocket costs (such as report production, word processing, postage, travel, copies, telephone, etc.) except that we agree our gross fee will not exceed $51,250 for the year ended September 30, 2016. The fee for the current year will be allocated $45,500 to the City and $5,750 to SEDCO. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered periodically as work progresses and are payable on presentation. The above fees are based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

You have requested that we provide you with a copy of our most recent external peer review report and any subsequent reports received during the contract period. Accordingly, our 2014 peer review report accompanies this letter.

You may request that we perform additional services not addressed in this engagement letter. If this occurs, we will communicate with you regarding the scope of the additional services and the estimated fees. We also may issue a separate engagement letter covering the additional services. In the absence of any other written communication from us documenting such additional services, our services will continue to be governed by the terms of this engagement letter.

We appreciate the opportunity to be of service to the City of Sherman, Texas and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

Adami Lindsey & Company, LLP

Adami, Lindsey & Company, L.L.P.

**RESPONSE:**

This letter correctly sets forth the understanding of the City of Sherman, Texas.

_____ _____

Mary Lawrence, Director of Finance Date

Davis Kinard & Co, PC
CERTIFIED PUBLIC ACCOUNTANTS
Quality. Integrity. Knowledge.

First Financial Bank Building
400 Pine Street, Ste. 600, Abilene, TX 79601
325.672.4000 / 800.588.2525 / f: 325.672.7049
www.dkcpa.com

**System Review Report**

July 8, 2014

To the Partners of
**Adami, Lindsey & Company, LLP**
and the Peer Review Committee of the Texas Society of Certified Public Accountants

We have reviewed the system of quality control for the accounting and auditing practice of **Adami, Lindsey & Company, LLP** (the firm) in effect for the year ended December 31, 2013. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. As a part of our peer review, we considered reviews by regulatory entities, if applicable, in determining the nature and extent of our procedures. The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review. The nature, objectives, scope, limitations of, and the procedures performed in a System Review are described in the standards at *www.aicpa.org/prsummary*.

As required by the standards, engagements selected for review included engagements performed under *Government Auditing Standards* and an audit of employee benefit plans.

In our opinion, the system of quality control for the accounting and auditing practice of **Adami, Lindsey & Company, LLP** in effect for the year ended December 31, 2013, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass, pass with deficiency(ies)* or *fail*. **Adami, Lindsey & Company, LLP** has received a peer review rating of *pass*.

Davis Kinard & Co, PC

**Certified Public Accountants**

# SHERMAN CITY COUNCIL
## Agenda Communication Form

**City Council Regular Meeting** **Agenda Item No. D. 1.**

**Meeting Date:** 08/01/2016

**Prepared By:** Mark Gibson, Director of Utilities

**Approved By:** Robby Hefton, City Manager

---

**Caption:**

**** CHANGE ORDER NO. 1***

Lake Texoma Pump Station; Pump Number Two Repairs; Weisinger Incorporated; $7,440.00 Decrease

**Issue:**

To consider approval of Change Order No. 1 for the Lake Texoma Pump Station; Pump Number Two Repairs

**Background:**

Change Order No. 1 is a final, reconciliatory change order to adjust the final project quantities for the the repairs of Pump Number Two at the City's Lake Texoma Pump Station.

**Origination:**

Utility Administration

**Financial Consideration:**

The change order results in a $7,440.00 decrease in the contract amount, yielding a final contract price of $83,545.00.

**Staff Recommendation:**

It is recommended that Change Order No. 1 be approved.

**Alternatives:**

As may be directed by the City Council

---

**Attachments**

Change Order No. 1

Application for Final and Change Order Payment

Location Map

---

**CITY OF SHERMAN**
**CONTRACT CHANGE ORDER**

Contract No._____ Date:___July 25, 2016_____
Change Order No.__1_____ Project: Lake Texoma Pump Station, Pump#2

To: (Contractor)
You are hereby requested to comply with the following changes from the contract plans and specifications:

| Item Number (1) | Description of Changes, Quantities Units, Unit Prices, change in completion schedule, etc. (2) | Decrease in Contract Price (3) | Increase in Contract Price (4) |
|---|---|---|---|
| | Deduct 6 Shaft thrust Studs @ 235.00 Each | $1410.00 | |
| | Deduct 40 inch diameter Suction Screen @ $7,530.00 | $7,530.00 | |
| | Add Repair Motor Stand Register Extra Work @ $1,500.00 | | $1,500.00 |
| **Total** | | **$8,940.00** | **$1,500.00** |

The sum of **$__7,440.00__** is hereby **deducted from** the total contract price, **$__90,985.00__** and the total adjusted contract price to date thereby is **$__83,545.00__**.

This document shall become an amendment to the contract, and all provisions of the contract will apply hereto.

Accepted By:_____ Date:_____

Recommended By:_____ Date:_____
Mark Gibson, Director of Utilities & Engineering

Approved By:_____ Date:_____
Robby Hefton, City Manager

WEISINGER INCORPORATED
Water Resource Professionals
PO Box 2848
Conroe, TX 77305
Phone # (936)756-7721 info@weisingerinc.com
Fax # (936)756-7723 www.weisingerinc.com

# Invoice

| Date | Invoice # |
|---|---|
| 6/22/2016 | 22206 |

| Bill To |
|---|
| CITY OF SHERMAN<br>PO Box 1106<br>Sherman, TX 75091 |

| Ship To |
|---|
| |

| P.O. No. | Terms |
|---|---|
| | Due on receipt |

| Quantity | Description | Rate | Amount |
|---|---|---|---|
| | ** Re: City of Sherman Lake Texoma Pump Station No. 2 Rehabilitation** | | |
| 1 | Mobilization | 1,835.00 | 1,835.00 |
| 1 | Transportation of pump and equipment from Conroe, Texas to contractors shop | 0.00 | 0.00 |
| 1 | Transportation of pump and equipment from contractors shop to City of Sherman Lake Taxoma Pump station | 1,980.00 | 1,980.00 |
| 1 | Shop Labor: Clean and inspect equipment, provide a written report on the condition of the equipment and recommendations for repairs and assemble equipment | 2,960.00 | 2,960.00 |
| 5 | 14" Flanged column pipe X 120" (LG) | 2,645.00 | 13,225.00 |
| 1 | 14" Flanged column pipe X 73.50" (LG), refer to drawing for correct weld on fittings | 2,125.00 | 2,125.00 |
| 1 | 14" Flanged discharge TEE X 120" (LG), refer to drawing for correct weld on fittings | 4,415.00 | 4,415.00 |
| 13 | 3.50 X 1.94 X 60" (LG) enclosing oil tube with bearings | 370.00 | 4,810.00 |
| 1 | 3.00 X 1.94 X 15.25" (LG) enclosing oil tube with bearings | 255.00 | 255.00 |
| 1 | 3.50 X 3.00 TDH. Reducer bearing | 390.00 | 390.00 |
| 1 | 1.94 X 73.81" (LG) shaft and coupling, keyed, with retainer, refer to drawings, can replace with threaded shaft and couplings | 165.00 | 165.00 |
| | | **Subtotal** | |
| | | **Sales Tax** | |
| | | **Total** | |

Regulated by: Texas Dept. of Licensing & Regulation P.O. Box 12157 Austin, TX 78711
(800)803-9292 or (512)463-7880
TDLR: 1992-AI

WEISINGER INCORPORATED
Water Resource Professionals
PO Box 2848
Conroe, TX 77305
Phone # (936)756-7721 info@weisingerinc.com
Fax # (936)756-7723 www.weisingerinc.com

# Invoice

| Date | Invoice # |
|---|---|
| 6/22/2016 | 22206 |

| Bill To |
|---|
| CITY OF SHERMAN<br>PO Box 1106<br>Sherman, TX 75091 |

| Ship To |
|---|
| |

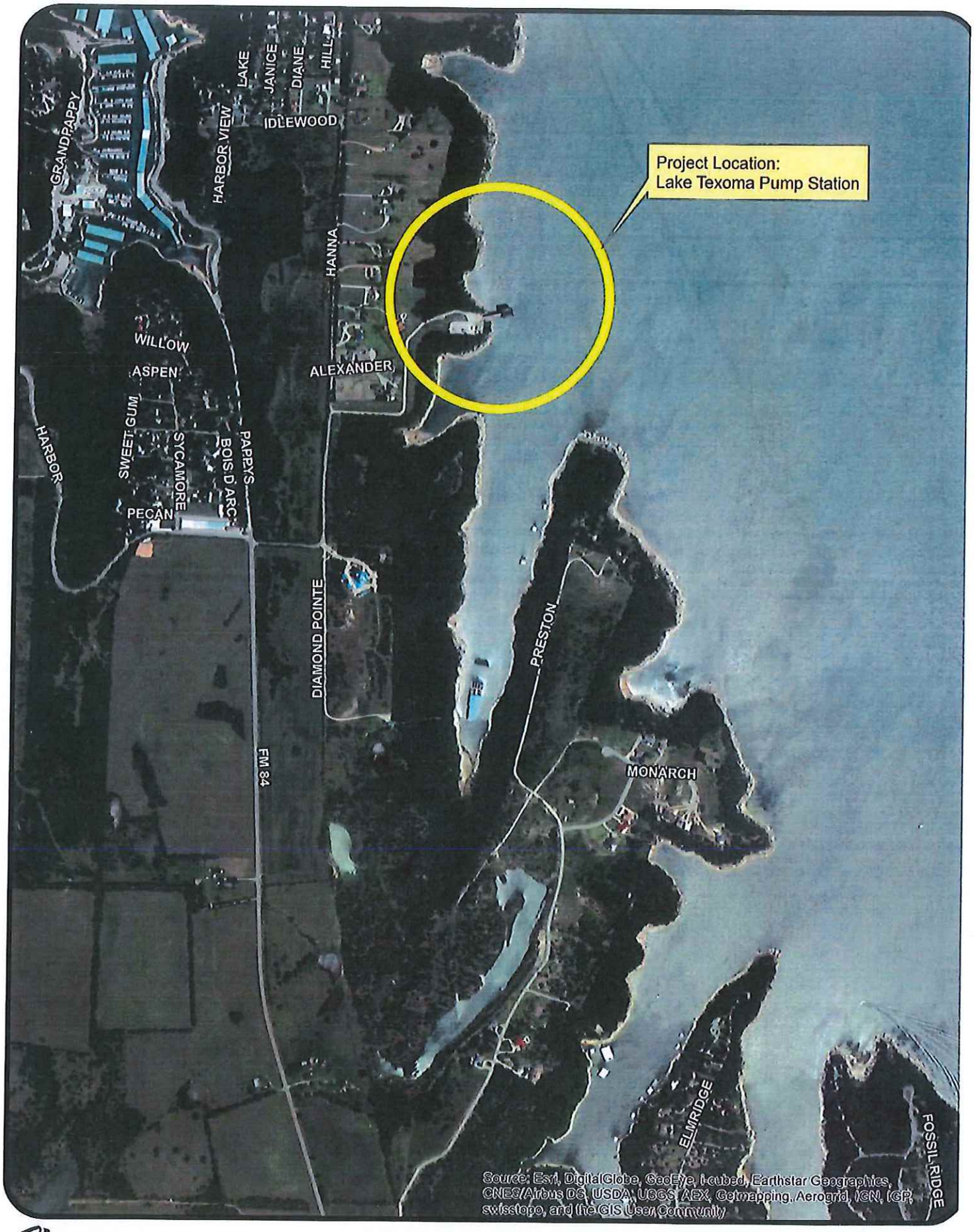
| P.O. No. | Terms |
|---|---|
| | Due on receipt |

| Quantity | Description | Rate | Amount |
|---|---|---|---|
| 6 | 1.94 X 120" (LG) shaft and coupling, keyed, with retainer, refer to drawings, can replace with threaded shaft and couplings | 220.00 | 1,320.00 |
| 6 | 3.50 Oil tube stabilizer | 30.00 | 180.00 |
| 0 | Shaft thrust stud, refer to drawings item #371 | 235.00 | 0.00 |
| 1 | Ingersoll-Rand 3 stage 20KKH bowl assembly, 4200GPM @ 325ft. Head, Flanged discharge bowl | 26,820.00 | 26,820.00 |
| 0 | 40" DIA. Suction screen with .50" openings, 316 stainless steel, with a solid bottom | 7,530.00 | 0.00 |
| 1 | Replace all stainless steel bolts, nuts, washers (with stainless steel) and plastic washers on each column flange below the motor base. | 1,265.00 | 1,265.00 |
| 1 | Reset pump, motor and pipe support brackets, return pump back to service. Contractor is responsible for all electrical wiring of motor. (4100 volts) | 17,100.00 | 17,100.00 |
| 1 | Test pump and provide written completion report, which includes material settings, installation plan and written warranty. | 3,200.00 | 3,200.00 |
| 1 | Extra work to repair the motor stand register per our letter dated 1/12/2016, and authorized by email on 1/21/2016 | 1,500.00 | 1,500.00 |

| | |
|---|---|
| **Subtotal** | $83,545.00 |
| **Sales Tax** | $0.00 |
| **Total** | $83,545.00 |

Regulated by: Texas Dept. of Licensing & Regulation P.O. Box 12157 Austin, TX 78711
(800)803-9292 or (512)463-7880
TDLR: 1992-AI

| Lake Texoma Pump # 2 Turbine Pump | | | | | |
|---|---|---|---|---|---|
| Description | | | | Weisinger | |
| Item No. | Description of Item | Approx.Quantity | Unit | Unit Price | Total Amount Bid |
| 1 | Mobilization | 1 | LS | $1,835.00 | $1,835.00 |
| 2 | Transportation of pump from Conroe, Texas to contractors shop. All replaced parts need to be transported back to City of Sherman. | 1 | LS | $0.00 | $0.00 |
| 3 | Transportation of pump from contractors shop and to Lake Teoma pump station. All replaced parts need to be transported back to City of Sherman. | 1 | LS | $1,980.00 | $1,980.00 |
| 4 | Shop labor: (1) clean, inspect pump, motor and cable. (2) Provide written report on the condition of the equipment | 1 | LS | $2,960.00 | $2,960.00 |
| | Lump sum | | | | $6,775.00 |
| 5 | 14" Flanged column pipe X 120" (LG) | 5 | EA | $2,645.00 | $13,225.00 |
| 6 | 14" Flanged column pipe X 73.50" (LG), refer to drawing for correct wld on fittings | 1 | EA | $2,125.00 | $2,125.00 |
| 7 | 14" Flanged Discharge TEE X 120" (LG), refer to drawing for correct weld on fitting | 1 | EA | $4,415.00 | $4,415.00 |
| 8 | 3.50 X 1.94 X 60" (LG) enclosed oil tube with bearings | 13 | EA | $370.00 | $4,810.00 |
| 9 | 3.00 X 1.94 X 15.25" (LG) enclosed oil tube with bearings | 1 | EA | $255.00 | $255.00 |
| 10 | 3.50 X 3.00 TDH. reducer bearing | 1 | EA | $390.00 | $390.00 |
| 11 | 1.94 X 73.81 (LG) shaft and coupling, keyed, with retainer, refer to drawing, can replace wih threaded shafts and couplings | 1 | EA | $165.00 | $165.00 |
| 12 | 1.94 X 120 (LG) shaft and coupling, keyed with retainer, refer to drawing, can repalce with threaded shafts and couplings | 6 | EA | $220.00 | $1,320.00 |
| 13 | 3.50 oil tube stabolizer | 6 | EA | $30.00 | $180.00 |
| 14 | Shaft thrust stud, refer to drawing item # 371 | 6 | EA | $235.00 | $1,410.00 |
| 15 | Ingersoll-Rand 3 stage 20KKH bwl assembly, 4200 GPM @ 325FT. Head, Flanged discharge bowl. | 1 | LS | $26,820.00 | $26,820.00 |
| 16 | 40" DIA. Suction screen with .50" openings, 316 stainless steel, with a solid bottom | 1 | LS | $7,530.00 | $7,530.00 |
| 17 | Replace all stainless steel bolts, nuts, washers, and plastic washers on each column pipe below the motor base. | 1 | LS | $1,265.00 | $1,265.00 |
| 18 | Reset pump and motor, return back to service | 1 | LS | $17,100.00 | $17,100.00 |
| 19 | Test pump and provide written completion report, which includes material settings, installation plan and warranty. Rport must be submitted before final payment is made. | 1 | LS | $3,200.00 | $3,200.00 |
| | Total Base Bid | | | | $90,985.00 |




Sherman
CLASSIC TOWN. BROAD HORIZON.
ENGINEERING DEPARTMENT

**Lake Texoma Pump Station**
1 inch = 1,000 feet

N

# SHERMAN CITY COUNCIL
## Agenda Communication Form

**City Council Regular Meeting** **Agenda Item No. E. 1.**

**Meeting Date:** 08/01/2016

**Prepared By:** Mary Lawrence, Director of Finance

**Approved By:** Robby Hefton, City Manager

---

**Caption:**

**OTHER BUSINESS**

Review 2016-2017 Draft Budget

**Issue:**

Reviewing the draft budget for the 2016-2017 fiscal year

**Background:**

The City Charter requires that a draft budget be submitted to the Council at least 50 days prior to the start of the new fiscal year. This draft budget reflects the direction given by the Council at the recent Budget Workshop held on June 21, 2016 and is focused on managing our growth. The budget contains about $82.8 million in appropriations, which is about $14.3 million more than the prior year's original budget of $68.5, due to capital expenses, new debt service, and additional personnel. Staffing levels for full-time positions increased from 413 to 431; and fund balances for the General, Utility, and Solid Waste Funds are within targeted ranges of 70 to 90 days. In accordance with the discussions at the Budget Workshop, the draft budget proposes funding for improvements to City facilities and streets, utility fund projects, compensation and staffing issues, and also includes an increase in water and sewer rates, and a property tax rate increase to fund additional positions in the fire and police departments and for new debt service. More detailed information is available on the attachments.

**Origination:**

Director of Finance

**Financial Consideration:**

The proposed draft budget contains appropriations of $82.8 million for the 2016-2017 fiscal year.

**Staff Recommendation:**

The staff recommends that the budget ordinance be prepared using the draft budget as presented herein and the public hearing on the proposed budget be set for August 15, 2016. At the conclusion of the public hearing, the Council shall take action on the proposed budget.

If the draft meets with the Council's approval, the staff will present the budget ordinance at the August 15, 2016 meeting of the City Council.

**Alternatives:**

The Council could make changes to the proposed budget, subject to existing available financial resources, and subject to statutory requirements relating to the timing of the budget adoption.

---

**Attachments**

Draft Budget FY 2017

---

**This budget will raise more total property taxes than last year's budget by $1,573,000 and 17%, and of that amount $535,000 is tax revenue to be raised from new property added to the tax roll this year.**

---

**PROPOSED BUDGET FOR THE CITY OF SHERMAN**
**FOR FISCAL YEAR 2017**
August 1, 2016

## SUMMARY

The attached proposed budget for Fiscal Year (FY) 2017 is based on the direction provided by the City Council at the budget workshop that was held on June 21, 2016.

The proposed budget of $82.8 million includes funding for managing our growth with appropriations for 18 new positions, $3 million in equipment and $17 million in capital projects. A three and a half percent increase in water and sewer rates is included, and an increase in the property tax rate. This budget is about $14.3 million more than original FY 2016 budget, primarily from an increase in capital spending on debt-financed projects. Fund balances are maintained at targeted levels.

## GENERAL FUND

The **General Fund** is balanced ongoing but unbalanced for FY 2017 due to a transfer to the General Improvement Fund for capital projects. Fund balance at the end of FY 2016 is expected to be above budgeted and targeted levels due to good sales tax performance. This budget uses that excess to fund one-time capital expenditures and projects. A property tax increase from $.372/$100 to $.3943/$100 is also proposed to fund $7.0 million of debt issued in FY 2016 and for seven public safety positions. Sales tax is budgeted to increase about two percent. Fund balance is projected to be $6.4 million or 70 days of operating expenses at the end of FY 2017.

## UTILITY FUND

For FY 2017, the **Utility Fund** is balanced on an ongoing basis. The Water Treatment Plant expansion will begin in FY 2017 and take about a year and a half years to complete. In anticipation of the new operations at the plant, three positions have been added. Four new positions have also been added in the Water Distribution Department to staff a crew for building new water and sewer infrastructure instead of hiring a contractor. Phase I of the project to convert the City's drive-by meter reading system to a fixed network that collects usage and billing data from a network of repeaters and collectors is also funded. Remaining fund balance at the end of FY 2017 is projected to be in line with targeted levels with about $4.4 million, or about 72 days of operating expenses.

## SOLID WASTE FUND

The **Solid Waste Fund** is balanced on an on-going basis. A healthy fund balance from the prior year will be used for capital expenses in FY 2017. Fund balances in this fund are expected to be $1.4 million, or 83 days of operating funds available at the end of FY 2017.

## CAPITAL IMPROVEMENT FUNDS

The proposed budget of about $16.2 million in the **General Improvement Fund** consists of funding to remodel the library, relocate a fire station, and for the design and construction of new streets and state highways within the City. Funding is provided by a transfer from the General Fund and by debt issued in FY 2016 and FY 2017. Reserves of about $16,000 are expected at the end of FY 2017.

The **Utility Improvement Fund** proposed budget of $800,000 consists of water tower painting and repair, and other utility projects. Utility Improvement Fund reserves will be about $507,000 at the end of FY 2017.

## MAJOR IMPACTS

### Tax Revenues

Property tax revenue is expected to increase about $1,573,000 over last year, due to an increase in the tax rate, from growth in the value of existing property and from new property added to the tax roll. The increase in the tax rate is expected to generate about $472,000. Sales tax revenue is also expected to increase by about $311,000 based on a two percent growth projection.

### Wage Increase

The proposed budget contains an across-the-board increase in salaries for all employees plus certain salary adjustments to bring those positions up to market, especially in the public safety departments. The cost for all funds is projected to be about $950,000.

### Staffing

Eighteen net positions were added in the General Fund including four in the police department, three in the Fire Department, three at the Water Treatment Plant, four in Water Distribution, and one each in Engineering, Building Maintenance, Community Service (for substandard structures), Information Technology, and Tourism. Legal services were moved to a contracted attorney.

### Fleet, Equipment and Buildings

Major fleet expenditures for this year include three solid waste collection trucks and a trailer ($854,000), an ambulance ($168,000), three police vehicles ($135,000), a flatbed dump truck for water distribution ($104,000), and various other fleet, equipment and building improvements totaling about $3.1 million for all funds. The largest equipment purchase ($394,000) is the fixed network system in the Utility Fund.

## SUMMARY SCHEDULES, DETAILED FUND STATEMENTS, AND OTHER INFORMATION

The following pages include a schedule that summarizes the draft FY 2017 budget, eliminating double counting for internal service funds and inter-fund transfers. Also included are statements of revenues and expenditures/expenses for each fund, a schedule of transfers, a property tax historical summary, and a debt schedule.

# City of Sherman
## ALL FUNDS
## 2016 -2017 Annual Budget

| | General Fund | Enterprise Funds | Capital Improvement Funds | Special Revenue Funds | Internal Service Funds | Debt Service Funds | Trust Fund | Elim. Interfund Transfers | Totals |
|---|---|---|---|---|---|---|---|---|---|
| **Beginning Fund Balance** | **$ 7,053,600** | **$ 7,090,106** | **$ 6,227,626** | **$ 536,425** | **$ 491,653** | **$ 568,313** | **$ 1,386,410** | **$ -** | **$ 23,354,133** |
| **Revenues:** | | | | | | | | | |
| Taxes | 27,738,600 | - | 223,756 | 451,100 | - | 1,741,020 | - | - | 30,154,476 |
| Water Sales | - | 13,731,000 | - | - | - | - | - | - | 13,731,000 |
| Sewer Sales | - | 7,341,000 | - | - | - | - | - | - | 7,341,000 |
| Solid Waste Sales | - | 6,125,000 | - | - | - | - | - | - | 6,125,000 |
| Other Fees for Service | 3,295,244 | 818,100 | - | 1,116,500 | 9,263,153 | - | - | (8,105,153) | 6,387,844 |
| Interest Earned | 75,000 | 34,500 | 48,050 | 4,110 | - | 1,100 | 60,050 | - | 222,810 |
| Other | 396,704 | 584,915 | 1,121,350 | 26,000 | - | - | 4,500 | - | 2,133,469 |
| Debt Proceeds | - | - | 9,910,000 | - | - | - | - | - | 9,910,000 |
| Transfers In | 2,782,000 | 161,000 | 750,000 | - | 1,984,205 | 249,000 | - | (5,926,205) | - |
| **Total Revenues** | **34,287,548** | **28,795,515** | **12,053,156** | **1,597,710** | **11,247,358** | **1,991,120** | **64,550** | **(14,031,358)** | **76,005,599** |
| **Total Funds Available** | **41,341,148** | **35,885,621** | **18,280,782** | **2,134,135** | **11,739,011** | **2,559,433** | **1,450,960** | **(14,031,358)** | **99,359,732** |
| **Expenditures:** | | | | | | | | | |
| Personnel | 24,523,996 | 7,693,185 | - | 255,378 | 1,109,804 | - | - | - | 33,582,363 |
| Supplies | 1,732,377 | 1,251,393 | - | 601,010 | 793,968 | - | - | - | 4,378,748 |
| Maintenance | 1,286,191 | 1,878,186 | - | 139,900 | 941,771 | - | - | - | 4,246,048 |
| Utilities | 1,353,250 | 2,417,910 | - | 50,750 | 80,090 | - | - | - | 3,902,000 |
| Contract Wages | 200,213 | 118,180 | - | 500 | 3,000 | - | - | - | 321,893 |
| Information Technology | 544,467 | 178,380 | - | 2,660 | 15,970 | - | - | (741,477) | - |
| Debt Service | - | 6,446,328 | - | - | 220,228 | 2,013,817 | - | - | 8,680,373 |
| Contractual Services | 1,927,531 | 2,949,113 | - | 441,229 | 6,145,063 | - | - | (4,741,606) | 6,721,330 |
| Vehicle Usage | 1,369,930 | 1,249,130 | - | 3,010 | - | - | - | (2,622,070) | - |
| Capital Expenses | 422,430 | 634,170 | 17,261,440 | 144,500 | 1,932,177 | - | - | - | 20,394,717 |
| Other | - | 585,000 | - | 25,000 | - | - | - | - | 610,000 |
| Transfers Out | 1,533,054 | 4,144,151 | 135,000 | 114,000 | - | - | - | (5,926,205) | - |
| **Total Expenditures** | **34,893,439** | **29,545,126** | **17,396,440** | **1,777,937** | **11,242,071** | **2,013,817** | **-** | **(14,031,358)** | **82,837,472** |
| **Excess Revenues Over Expenditures** | **(605,891)** | **(749,611)** | **(5,343,284)** | **(180,227)** | **5,287** | **(22,697)** | **64,550** | **-** | **(6,831,873)** |
| **Ending Fund Balance** | **$ 6,447,709** | **$ 6,340,494** | **$ 884,342** | **$ 356,198** | **$ 496,940** | **$ 545,616** | **$ 1,450,960** | **$ -** | **$ 16,522,260** |

# City of Sherman
## GENERAL FUND
## 2016 -2017 Annual Budget

| | Actual 2014-2015 | Adjusted Budget 2015-2016 | Projected 2015-2016 | Proposed 2016-2017 |
|---|---|---|---|---|
| **Beginning Fund Balance** | **$ 9,048,640** | **$ 7,856,614** | **$ 8,454,553** | **$ 7,053,600** |
| **Revenues:** | | | | |
| Taxes | 25,116,218 | 25,852,000 | 26,435,400 | 27,738,600 |
| Other Fees for Service | 3,163,159 | 3,194,875 | 3,218,648 | 3,295,244 |
| Interest Earned | 79,981 | 65,300 | 75,350 | 75,000 |
| Other | 292,094 | 317,300 | 674,960 | 396,704 |
| Transfers In | 3,486,000 | 2,716,000 | 2,785,296 | 2,782,000 |
| **Total Revenues** | **32,137,453** | **32,145,475** | **33,189,654** | **34,287,548** |
| **Total Funds Available** | **41,186,092** | **40,002,089** | **41,644,207** | **41,341,148** |
| **Expenditures:** | | | | |
| Personnel | 21,814,669 | 22,895,189 | 23,133,974 | 24,523,996 |
| Supplies | 1,363,191 | 1,545,734 | 1,329,398 | 1,732,377 |
| Maintenance | 936,802 | 1,519,223 | 1,245,258 | 1,286,191 |
| Utilities | 1,326,305 | 1,370,040 | 1,291,600 | 1,353,250 |
| Contract Wages | 176,049 | 138,800 | 178,961 | 200,213 |
| Information Technology | 575,181 | 622,550 | 656,580 | 544,467 |
| Contractual Services | 1,724,276 | 1,994,250 | 2,201,356 | 1,927,531 |
| Vehicle Usage | 1,326,702 | 1,421,820 | 1,335,831 | 1,369,930 |
| Capital Expenses | 254,751 | 856,625 | 829,632 | 422,430 |
| Transfers Out | 3,233,614 | 1,763,616 | 2,388,017 | 1,533,054 |
| **Total Expenditures** | **32,731,539** | **34,127,848** | **34,590,607** | **34,893,439** |
| **Excess Revenues over Expenditures** | **(594,087)** | **(1,982,373)** | **(1,400,953)** | **(605,891)** |
| **Ending Fund Balance** | **$ 8,454,553** | **$ 5,874,241** | **$ 7,053,600** | **$ 6,447,709** |

# City of Sherman
## ENTERPRISE FUNDS
## 2016 -2017 Annual Budget

| | Actual 2014-2015 | Adjusted Budget 2015-2016 | Projected 2015-2016 | Proposed 2015-2016 |
|---|---|---|---|---|
| **Beginning Fund Balance** | **$ 7,504,788** | **$ 7,586,292** | **$7,967,674** | **$7,090,106** |
| **Revenues:** | | | | |
| Water Sales | 12,655,918 | 12,781,000 | 13,140,000 | 13,731,000 |
| Sewer Sales | 7,071,873 | 6,969,000 | 7,039,000 | 7,341,000 |
| Solid Waste Sales | 5,617,422 | 5,904,000 | 6,099,000 | 6,125,000 |
| Other Fees for Service | 796,148 | 857,100 | 816,500 | 818,100 |
| Interest Earned | 37,308 | 23,300 | 33,500 | 34,500 |
| Other | 781,286 | 571,747 | 532,797 | 584,915 |
| Debt Proceeds | - | - | 842,000 | - |
| Transfers In | 153,100 | 454,000 | 454,000 | 161,000 |
| **Total Revenues** | **27,113,055** | **27,560,147** | **28,956,797** | **28,795,515** |
| **Total Funds Available** | **34,617,843** | **35,146,439** | **36,924,471** | **35,885,621** |
| **Expenditures:** | | | | |
| Personnel | 6,609,961 | 6,928,571 | 6,959,196 | 7,693,185 |
| Supplies | 999,029 | 1,177,972 | 1,113,753 | 1,251,393 |
| Maintenance | 1,341,226 | 1,793,979 | 1,601,734 | 1,878,186 |
| Utilities | 2,438,506 | 2,414,310 | 2,289,740 | 2,417,910 |
| Contract Wages | 42,864 | 79,080 | 127,000 | 118,180 |
| Information Technology | 108,645 | 122,470 | 129,150 | 178,380 |
| Contractual Services | 2,780,868 | 3,176,442 | 2,828,070 | 2,949,113 |
| Vehicle Usage | 1,151,764 | 1,275,680 | 1,147,723 | 1,249,130 |
| Debt Service | 4,669,959 | 5,999,398 | 6,174,444 | 6,446,328 |
| Capital Expenses | 197,690 | 381,644 | 1,210,743 | 634,170 |
| Other Expenses | 604,400 | 645,894 | 605,000 | 585,000 |
| Transfers Out | 5,705,258 | 5,447,812 | 5,647,812 | 4,144,151 |
| **Total Expenditures** | **26,650,169** | **29,443,252** | **29,834,365** | **29,545,126** |
| **Excess Revenues over Expenditures** | **462,886** | **(1,883,105)** | **(877,568)** | **(749,611)** |
| **Ending Fund Balance** | **$7,967,674** | **$5,703,187** | **$7,090,106** | **$6,340,494** |

# City of Sherman
## CAPITAL IMPROVEMENT FUNDS
## 2016 -2017 Annual Budget

| | 222 General CIP | 770 Utility CIP | 224 Street Revolving | 230 TIF #3 Construction | 330 TIF #2 Construction | Total |
|---|---|---|---|---|---|---|
| **Beginning Fund Balance** | **$ 4,441,528** | **$ 1,271,866** | **$ 421,906** | **$ (1,997)** | **$ 94,324** | **$ 6,227,626** |
| **Revenues:** | | | | | | |
| Interest Earned | 20,000 | 25,000 | 2,500 | 250 | 300 | 48,050 |
| Debt Proceeds | 9,910,000 | - | - | - | - | 9,910,000 |
| Taxes | - | - | - | 141,191 | 82,565 | 223,756 |
| Other | 1,121,350 | - | - | - | - | 1,121,350 |
| Transfers In | 750,000 | - | - | - | - | 750,000 |
| **Total Revenues** | **11,801,350** | **25,000** | **2,500** | **141,441** | **82,865** | **12,053,156** |
| **Total Funds Available** | **16,242,878** | **1,296,866** | **424,406** | **139,444** | **177,189** | **18,280,782** |
| **Expenditures** | | | | | | |
| Agent Fee | - | - | - | - | - | - |
| Capital Expenses | 16,226,440 | 790,000 | 75,000 | - | 170,000 | 17,261,440 |
| Transfers Out | - | - | - | 135,000 | - | 135,000 |
| | 16,226,440 | 790,000 | 75,000 | 135,000 | 170,000 | 17,396,440 |
| **Excess Revenues over Expenditures** | **(4,425,090)** | **(765,000)** | **(72,500)** | **6,441** | **(87,135)** | **(5,343,284)** |
| **Ending Fund Balance** | **$ 16,438** | **$ 506,866** | **$ 349,406** | **$ 4,444** | **$ 7,189** | **$ 884,342** |

# City of Sherman
## SPECIAL REVENUE FUNDS
## 2016 -2017 Annual Budget

| | 440 E 911 | 450 Court Security & Technology | 460 Hotel/ Motel | 470 Drug Enforcement | 480 Airport | 455 Parks Pride | 456 Police Pride | 457 Donations | Total |
|---|---|---|---|---|---|---|---|---|---|
| **Beginning Fund Balance** | $ 93,053 | $ 10,127 | $ 138,806 | $ 55,546 | $ 200,708 | $ 30,625 | $ 6,744 | $ 817 | $ 536,425 |
| **Revenues** | | | | | | | | | |
| Taxes | - | - | 451,100 | - | - | - | - | - | 451,100 |
| Other Fees for Service | 320,000 | 23,000 | 77,500 | 300,000 | 396,000 | - | - | - | 1,116,500 |
| Interest Earned | 900 | - | 1,500 | 150 | 1,000 | 500 | 50 | 10 | 4,110 |
| Other | - | - | 1,000 | - | - | 10,000 | 10,000 | 5,000 | 26,000 |
| **Total Revenues** | 320,900 | 23,000 | 531,100 | 300,150 | 397,000 | 10,500 | 10,050 | 5,010 | 1,597,710 |
| **Total Funds Available** | 413,953 | 33,127 | 669,906 | 355,696 | 597,708 | 41,125 | 16,794 | 5,827 | 2,134,135 |
| **Expenditures** | | | | | | | | | |
| Personnel | 107,297 | - | 148,081 | - | - | - | - | - | 255,378 |
| Supplies | 9,500 | - | 17,610 | 264,900 | 300,000 | - | 4,000 | 5,000 | 601,010 |
| Maintenance | 70,000 | 20,400 | 15,500 | 27,000 | 7,000 | - | - | - | 139,900 |
| Utilities | - | - | 36,110 | - | 14,640 | - | - | - | 50,750 |
| Information Technology | - | - | 2,660 | - | - | - | - | - | 2,660 |
| Contractual Services | 94,920 | 1,560 | 216,700 | 21,850 | 63,499 | 40,000 | 2,700 | - | 441,229 |
| Contract Wages | 500 | - | - | - | - | - | - | - | 500 |
| Vehicle Usage | - | - | - | - | 3,010 | - | - | - | 3,010 |
| Capital Expenses | - | - | 44,500 | 40,000 | 50,000 | - | 10,000 | - | 144,500 |
| Tourism | - | - | 25,000 | - | - | - | - | - | 25,000 |
| Transfers Out | - | - | 114,000 | - | - | - | - | - | 114,000 |
| **Total Expenditures** | 282,217 | 21,960 | 620,161 | 353,750 | 438,149 | 40,000 | 16,700 | 5,000 | 1,777,937 |
| **Excess Revenues over Expenditures** | 38,683 | 1,040 | (89,061) | (53,600) | (41,149) | (29,500) | (6,650) | 10 | (180,227) |
| **Ending Fund Balance** | $ 131,736 | $ 11,167 | $ 49,745 | $ 1,946 | $ 159,559 | $ 1,125 | $ 94 | $ 827 | $ 356,198 |

# City of Sherman
## INTERNAL SERVICE FUNDS
## 2016 -2017 Annual Budget

| | 600 Insurance | 630 IT | 650 Equipment | 660 Fleet Replacement | Total |
|---|---|---|---|---|---|
| **Beginning Fund Balance** | **$ 89,283** | **$ 103,433** | **$ 43,115** | **$ 255,822** | **$ 491,653** |
| **Revenue** | | | | | |
| Other Fees for Service | 5,899,606 | 741,477 | 2,622,070 | - | 9,263,153 |
| Interest Earned | - | - | - | - | - |
| Debt Proceeds | - | - | - | - | - |
| Transfers in | - | - | - | 1,984,205 | 1,984,205 |
| **Total Revenue** | **5,899,606** | **741,477** | **2,622,070** | **1,984,205** | **11,247,358** |
| **Total Funds Available** | **5,988,889** | **844,910** | **2,665,185** | **2,240,027** | **11,739,011** |
| **Expenditures** | | | | | |
| Personnel | - | 431,804 | 678,000 | - | 1,109,804 |
| Supplies | - | 62,214 | 731,754 | - | 793,968 |
| Maintenance | - | 101,147 | 840,624 | - | 941,771 |
| Utilities | - | 51,710 | 28,380 | - | 80,090 |
| Contract Wages | - | 3,000 | - | - | 3,000 |
| Information Technology | - | - | 15,970 | - | 15,970 |
| Contractual Services | 5,888,000 | 20,057 | 237,006 | - | 6,145,063 |
| Debt Service | - | - | - | 220,228 | 220,228 |
| Capital Expenses | - | 77,850 | 90,350 | 1,763,977 | 1,932,177 |
| **Total Expenditures** | **5,888,000** | **747,782** | **2,622,084** | **1,984,205** | **11,242,071** |
| **Excess Revenues over Expenditures** | **11,606** | **(6,305)** | **(14)** | **-** | **5,287** |
| **Ending Fund Balance** | **$ 100,889** | **$ 97,128** | **$ 43,101** | **$ 255,822** | **$ 496,940** |

# City of Sherman
## DEBT SERVICE FUNDS
## 2016 -2017 Annual Budget

| | 310 Auditorium Bonds | 320 TIF #1 | 350 2008 CO Bonds | 351 2009 CO Bonds | 353 2009A CO Bonds | 354 2016 Tax Notes | 355 2016 CO Bonds | Total |
|---|---|---|---|---|---|---|---|---|
| **Beginning Fund Balance** | **$ 148,762** | **$ 393,793** | **$ 11,317** | **$ 11,618** | **$ 2,824** | **$ -** | **$ -** | **$ 568,313** |
| **Revenues** | | | | | | | | |
| Taxes | - | 264,020 | 362,000 | 307,000 | 252,000 | 180,000 | 376,000 | 1,741,020 |
| Interest Earned | 700 | 400 | - | - | - | - | - | 1,100 |
| Transfers In | 114,000 | - | - | - | - | - | 135,000 | 249,000 |
| **Total Revenues** | **114,700** | **264,420** | **362,000** | **307,000** | **252,000** | **180,000** | **511,000** | **1,991,120** |
| **Total Funds Available** | **263,462** | **658,213** | **373,317** | **318,618** | **254,824** | **180,000** | **511,000** | **2,559,433** |
| **Expenditures:** | | | | | | | | |
| **Debt Service** | **114,795** | **318,302** | **361,817** | **307,077** | **252,113** | **179,266** | **480,447** | **2,013,817** |
| **Excess Revenues over Expenditures** | **(95)** | **(53,882)** | **183** | **(77)** | **(113)** | **734** | **30,553** | **(22,697)** |
| **Ending Fund Balance** | **$ 148,667** | **$ 339,911** | **$ 11,500** | **$ 11,541** | **$ 2,711** | **$ 734** | **$ 30,553** | **$ 545,616** |

# City of Sherman
## PERPETUAL CARE FUND
## 2016 -2017 Annual Budget

| | Actual 2014-2015 | Projected 2015-2016 | Proposed 2016-2017 |
|---|---|---|---|
| **Beginning Fund Balance** | **$ 1,382,112** | **$ 1,321,860** | **$ 1,386,410** |
| **Revenues** | | | |
| Other Fees for Service | 3,500 | 4,500 | 4,500 |
| Interest Earned | (63,752) | 60,050 | 60,050 |
| **Total Revenues** | **(60,252)** | **64,550** | **64,550** |
| **Total Funds Available** | **1,321,860** | **1,386,410** | **1,450,960** |
| **Expenditures** | | | |
| **Miscellaneous** | - | - | - |
| **Ending Fund Balance** | **$ 1,321,860** | **$ 1,386,410** | **$ 1,450,960** |

# General Fund

# City of Sherman
## GENERAL FUND
## 2016 -2017 Annual Budget

| | Actual 2014-2015 | Amended Budget 2015-2016 | Projected 2015-2016 | Proposed 2016-2017 |
|---|---|---|---|---|
| Beginning Fund Balance | $ 8,909,217 | $ 7,810,250 | $ 8,313,394 | $ 7,053,600 |
| Revenues | | | | |
| Property Tax | 7,325,997 | 7,931,000 | 7,950,500 | 9,329,300 |
| Sales Tax | 14,699,706 | 14,800,000 | 15,551,000 | 15,487,000 |
| Franchise Tax | 2,950,400 | 2,985,000 | 2,788,900 | 2,778,900 |
| Other Taxes | 140,115 | 136,000 | 145,000 | 143,400 |
| Fines & Forfeitures | 507,551 | 519,300 | 536,510 | 547,800 |
| Recreation | 309,210 | 338,000 | 356,700 | 356,000 |
| Permits & Licenses | 371,364 | 363,700 | 375,500 | 385,600 |
| Rentals | 57,055 | 66,800 | 56,100 | 46,300 |
| Cemetery | 199,110 | 131,400 | 146,000 | 147,800 |
| Sales & Service | 481,021 | 525,675 | 497,838 | 561,744 |
| Ambulance Service | 1,237,848 | 1,250,000 | 1,250,000 | 1,250,000 |
| Interest Earned | 79,708 | 65,000 | 75,000 | 75,000 |
| Grant Revenue | 61,801 | 133,700 | 394,000 | 188,004 |
| Miscellaneous Income | 210,802 | 159,300 | 260,710 | 208,700 |
| Total Revenues | 28,631,689 | 29,404,875 | 30,383,758 | 31,505,548 |
| Transfers In | 3,486,000 | 2,716,000 | 2,785,296 | 2,782,000 |
| Total Revenues and Transfers In | 32,117,689 | 32,120,875 | 33,169,054 | 34,287,548 |
| Total Funds Available | 41,026,905 | 39,931,125 | 41,482,448 | 41,341,148 |
| Expenditures | | | | |
| Personnel | 21,814,669 | 22,895,189 | 23,133,974 | 24,523,996 |
| Supplies | 1,363,191 | 1,545,734 | 1,329,398 | 1,732,377 |
| Maintenance | 936,802 | 1,519,223 | 1,245,258 | 1,286,191 |
| Utilities | 1,326,305 | 1,370,040 | 1,291,600 | 1,353,250 |
| Contract Wages | 176,049 | 138,800 | 178,961 | 200,213 |
| Information Technology | 575,181 | 622,550 | 656,580 | 544,467 |
| Contractual services | 1,706,248 | 1,879,870 | 2,163,998 | 1,927,531 |
| Vehicle Usage | 1,326,702 | 1,421,820 | 1,335,831 | 1,369,930 |
| Capital Expenses | 254,751 | 856,625 | 829,632 | 422,430 |
| Transfers Out | 3,233,614 | 1,763,616 | 2,263,616 | 1,533,054 |
| Total Expenditures | 32,713,511 | 34,013,468 | 34,428,848 | 34,893,439 |
| Excess Revenues over Expenditures | (595,823) | (1,892,593) | (1,259,794) | (605,891) |
| Ending Fund Balance | $ 8,313,394 | $ 5,917,657 | $ 7,053,600 | $ 6,447,709 |
| One-time expenditures | | | | 442,751 |
| Transfers Out - General Improvement Fund | | | | 750,000 |
| Ongoing Total Expenditures | | | | 33,700,688 |
| Days in Fund Balance | | | | 70 |

# City of Sherman
## PUBLIC CHARITIES FUND
## 2016 -2017 Annual Budget

| | Actual 2014-2015 | Projected 2015-2016 | Proposed 2016-2017 |
|---|---|---|---|
| **Beginning Fund Balance** | **$ 70,263** | **$ 71,863** | **$ -** |
| **Revenues** | | | |
| Interest Earned | 137 | 350 | - |
| Animal Shelter Donations | 5,396 | 6,500 | - |
| Pet Adoption Donations | 200 | 50 | - |
| Sherman Beautification | 210 | - | - |
| Fishing Festival | 83 | 100 | - |
| Fire Dept Donations | - | 1,000 | - |
| Police Dept Donations | 2,500 | 1,000 | - |
| Genealogical Donations | 136 | 100 | - |
| Park Concessions Revenue | 10,466 | 11,000 | - |
| Parks & Recreation Donations | 500 | 500 | - |
| **Total Revenues** | **19,628** | **20,600** | **-** |
| **Total Funds Available** | **89,891** | **92,463** | **-** |
| **Expenditures** | | | |
| Altrusa (W.A.F.A.) | - | 63 | - |
| Animal Shelter | 8,038 | 30,000 | - |
| Pet Adoption Fund | 200 | - | - |
| Fire Dept | 1,350 | - | - |
| Fishing Festival Exp | - | 1,000 | - |
| Remodeling Contingency | 7,400 | 500 | - |
| Sherman Beautification Exp | - | 75 | - |
| Park Concessions Expense | 1,040 | 5,000 | - |
| Parks & Recreation | - | 720 | - |
| Transfers Out | - | 55,105 | - |
| **Total Expenditures** | **18,028** | **92,463** | **-** |
| **Excess Revenues over Expenditures** | **1,600** | **(71,863)** | **-** |
| **Ending Fund Balance** | **$ 71,863** | **$ -** | **$ -** |

# City of Sherman
## LAND TRANSACTION FUND
## 2016 -2017 Annual Budget

| | Actual 2014-2015 | Projected 2015-2016 | Proposed 2016-2017 |
|---|---|---|---|
| **Beginning Fund Balance** | **$ 69,160** | **$ 69,296** | **$ -** |
| **Revenues** | | | |
| Interest Earned | 136 | - | - |
| **Total Revenues** | **136** | **-** | **-** |
| **Total Funds Available** | **69,296** | **69,296** | **-** |
| **Expenditures** | | | |
| Transfers Out | - | 69,296 | - |
| **Total Expenditures** | **-** | **69,296** | **-** |
| **Excess Revenues over Expenditures** | **136** | **(69,296)** | **-** |
| **Ending Fund Balance** | **$ 69,296** | **$ -** | **$ -** |

# Enterprise Funds

# City of Sherman
## UTILITY FUND
## 2016 -2017 Annual Budget

| | Actual 2014-2015 | Adjusted Budget 2015-2016 | Projected 2015-2016 | Proposed 2016-2017 |
|---|---|---|---|---|
| Beginning Reserve | $ 5,382,873 | $ 5,836,100 | $ 6,197,450 | $ 5,066,820 |
| Revenues | | | | |
| Water Sales | 12,655,918 | 12,781,000 | 13,140,000 | 13,731,000 |
| Sewer Sales | 7,071,873 | 6,969,000 | 7,039,000 | 7,341,000 |
| Lab Charges | 127,140 | 136,000 | 122,100 | 122,100 |
| Service & Penalties | 531,408 | 547,000 | 537,000 | 540,000 |
| Interest Earned | 33,572 | 20,000 | 23,000 | 23,000 |
| Intergovernmental | 546,467 | 289,347 | 289,347 | 288,915 |
| Miscellaneous Income | 200,169 | 286,500 | 235,150 | 287,000 |
| Debt Proceeds | - | - | 842,000 | - |
| Total Revenues | 21,166,548 | 21,028,847 | 22,227,597 | 22,333,015 |
| Transfers In | 153,100 | 154,000 | 154,000 | 161,000 |
| Total Revenues and Transfers In | 21,319,648 | 21,182,847 | 22,381,597 | 22,494,015 |
| Total Funds Available | 26,702,520 | 27,018,947 | 28,579,047 | 27,560,835 |
| Expenditures | | | | |
| Personnel | 5,019,453 | 5,294,229 | 5,411,566 | 6,026,776 |
| Supplies | 888,703 | 1,042,629 | 972,925 | 1,069,191 |
| Maintenance | 1,298,330 | 1,747,800 | 1,564,223 | 1,840,888 |
| Utilities | 2,415,066 | 2,393,200 | 2,261,200 | 2,399,240 |
| Information Technology | 93,733 | 109,710 | 115,700 | 147,320 |
| Debt Service | 4,669,959 | 5,999,398 | 6,174,444 | 6,446,328 |
| Contractual services | 1,264,110 | 1,615,027 | 1,197,050 | 1,321,813 |
| Contract Wages | 42,864 | 77,000 | 127,000 | 115,000 |
| Vehicle Usage | 306,600 | 335,690 | 283,352 | 325,910 |
| Other | 604,400 | 622,000 | 605,000 | 585,000 |
| Capital Expenses | 146,174 | 104,737 | 909,942 | 465,170 |
| Total Expenditures | 16,749,390 | 19,341,420 | 19,622,402 | 20,742,636 |
| Transfers Out | | | | |
| General Fund-Franch & Admin | 1,747,000 | 1,814,000 | 1,814,000 | 2,052,000 |
| General Fund-Other | 1,100,000 | 200,000 | 200,000 | - |
| Other Funds | 600,000 | 1,150,000 | 1,290,000 | - |
| Fleet | 308,680 | 585,825 | 585,825 | 347,540 |
| Total Transfers Out | 3,755,680 | 3,749,825 | 3,889,825 | 2,399,540 |
| Total Expenditures and Transfers Out | 20,505,070 | 23,091,245 | 23,512,227 | 23,142,176 |
| Excess Revenues over Expenditures | 814,577 | (1,908,398) | (1,130,630) | (648,161) |
| Ending Reserve | $ 6,197,450 | $ 3,927,702 | $ 5,066,820 | $ 4,418,658 |
| One-time expenditures | | | | 634,820 |
| Ongoing Total Expenditures | | | | 22,507,356 |
| Days in Fund Balance | | | | 72 |

# City of Sherman
## WATER CONSUMER DEPOSITS
## 2016 -2017 Annual Budget

| | Actual 2014-2015 | Projected 2015-2016 | Proposed 2016-2017 |
|---|---|---|---|
| **Beginning Fund Balance** | **$ 239,684** | **240,701** | **245,701** |
| **Revenues** | | | |
| Interest Earned | 1,017 | 5,000 | 5,000 |
| **Total Funds Available** | **240,701** | **245,701** | **250,701** |
| **Expenditures** | | | |
| Contractual Services | - | - | - |
| **Ending Fund Balance** | **$ 240,701** | **$ 245,701** | **$ 250,701** |

# City of Sherman
## PRO RATA FUND
## 2016 -2017 Annual Budget

| | Actual 2014-2015 | Projected 2015-2016 | Proposed 2016-2017 |
|---|---|---|---|
| **Beginning Fund Balance** | **$ 225,173** | **$ 248,528** | **$ 255,028** |
| **Revenues** | | | |
| Interest Earned | 470 | 1,500 | 1,500 |
| Sales & Service | 22,885 | 20,000 | 20,000 |
| **Total Revenues** | **23,355** | **21,500** | **21,500** |
| **Total Funds Available** | **248,528** | **270,028** | **276,528** |
| **Expenditures** | | | |
| Contractual services | - | 15,000 | 15,000 |
| **Excess Revenues over Expenditures** | **23,355** | **21,500** | **21,500** |
| **Ending Fund Balance** | **$ 248,528** | **$ 255,028** | **$ 261,528** |

# City of Sherman
## SOLID WASTE FUND
## 2016 -2017 Annual Budget

| | Actual 2014-2015 | Adjusted Budget 2015-2016 | Projected 2015-2016 | Proposed 2016-2017 |
|---|---|---|---|---|
| **Beginning Fund Balance** | $ 1,657,058 | $ 1,263,535 | $ 1,280,996 | $ 1,522,558 |
| **Revenues** | | | | |
| Solid Waste Service | 5,617,422 | 5,904,000 | 6,099,000 | 6,125,000 |
| Service & Penalties | 56,698 | 57,000 | 54,000 | 55,000 |
| Interest Earned | 2,249 | 1,500 | 4,000 | 5,000 |
| Miscellaneous Income | 92,666 | 93,000 | 91,700 | 90,000 |
| Transfers In | - | 300,000 | 300,000 | - |
| **Total Revenues** | 5,769,036 | 6,355,500 | 6,548,700 | 6,275,000 |
| **Total Funds Available** | 7,426,095 | 7,619,035 | 7,829,696 | 7,797,558 |
| **Expenditures** | | | | |
| Personnel | 1,590,508 | 1,634,342 | 1,547,630 | 1,663,009 |
| Supplies | 110,326 | 135,343 | 140,828 | 159,502 |
| Maintenance | 42,896 | 46,179 | 37,511 | 48,798 |
| Utilities | 23,440 | 21,110 | 28,540 | 33,270 |
| Information Technology | 14,912 | 12,760 | 13,450 | 31,060 |
| Contractual services | 1,516,758 | 1,546,415 | 1,616,020 | 1,612,300 |
| Contract Wages | - | 2,080 | - | 3,180 |
| Vehicle Usage | 845,164 | 939,990 | 864,371 | 923,220 |
| Capital Expenses | 51,516 | 300,801 | 300,801 | 169,000 |
| Transfers Out-Franchise & Admin | 639,000 | 702,000 | 702,000 | 730,000 |
| Transfers Out-Billing | 153,100 | 154,000 | 154,000 | 161,000 |
| Transfers Out-Fleet | 1,157,478 | 841,987 | 841,987 | 853,611 |
| Transfers Out-Other | - | - | 60,000 | - |
| **Total Expenditures** | 6,145,099 | 6,337,007 | 6,307,138 | 6,387,950 |
| **Excess Revenues over Expenditures** | (376,062) | 18,493 | 241,562 | (112,950) |
| **Ending Fund Balance** | $ 1,280,996 | $ 1,282,028 | $ 1,522,558 | $ 1,409,608 |
| One-time expenditures | | | | 169,000 |
| Ongoing Total Expenditures | | | | 6,218,950 |
| Days in Fund Balance | | | | 83 |

# Capital Improvement Funds

# City of Sherman
## GENERAL IMPROVEMENT FUND
## 2016 -2017 Annual Budget

| | Actual 2014-2015 | Adjusted Budget 2015-2016 | Projected 2015-2016 | Proposed 2016-2017 |
|---|---|---|---|---|
| Beginning Fund Balance | $ 2,834,865 | $ 416,028 | $ 1,758,260 | $ 4,441,528 |
| Revenues | | | | |
| Transfers In | 1,900,000 | 1,170,000 | 1,170,000 | 750,000 |
| Intergovernmental | 200,000 | - | - | - |
| Grant Revenue | - | 462,500 | - | 1,121,350 |
| Interest Earned | - | - | 1,500 | 20,000 |
| Miscellaneous Income | 1,352,006 | - | - | - |
| Debt Proceeds | - | 1,620,000 | 9,004,150 | 9,910,000 |
| Total Revenues | 3,452,006 | 3,252,500 | 10,175,650 | 11,801,350 |
| Total Funds Available | 6,286,870 | 3,668,528 | 11,933,910 | 16,242,878 |
| Expenditures | | | | |
| (1) Bridges-Travis/Center/McGee | - | - | - | 500,000 |
| (1) Canyon Creek Shady Oaks to Lamberth | - | - | - | 1,350,000 |
| Canyon Creek-Engineering | - | - | 36,450 | - |
| Carriage Estates Annexation | - | - | 880 | - |
| City Hall Roof Coating | - | - | - | 75,000 |
| Comprehensive Thoroughfare Plan | - | - | - | 25,000 |
| Dispatch Consoles | - | - | - | 55,464 |
| (2) Downtown Streetscape | - | 500,000 | 25,000 | 548,218 |
| East Ford Post Oak | - | - | 9,357 | - |
| Ellsworth Branch Flood Study | - | 30,000 | 30,000 | - |
| ESC Office Renovation | - | - | 3,291 | - |
| Fairview Park Tot Playground | - | 50,000 | 50,000 | - |
| Fallon Bridge Engineering/Hunt/Fallon Construct | 163,692 | - | 851,496 | - |
| (2) FEMA Grant-Flood Mitigation | - | - | - | 736,418 |
| FEMA-Travis St Repairs | 197,622 | - | - | - |
| Fire Station Repairs | 50,080 | - | - | - |
| Fire Station #3 Building Repair | - | 50,000 | 50,000 | - |
| (1) Fire Station 4 Relocation | - | - | 275,000 | 2,725,000 |
| (1) FM 1417 (75 to 56) & FM 131 Schmatics | - | - | 1,000,000 | - |
| (1) FM 1417 Design 56 to 82 | - | - | - | 1,600,000 |
| (1) Friendship ROW 56 to Lamberth | - | - | - | 300,000 |
| (1) Friendship/Hwy 56 Annexation | - | - | 550 | - |
| GIS System | 237,983 | - | 12,000 | - |
| Grand Avenue Traffic & Pedestrian Imp | - | 60,000 | 60,000 | - |
| Houston St Property Acquisition | - | 150,000 | 150,000 | - |
| Hunt/Kessler St Gabion Engineering | - | - | 29,900 | - |
| Kessler Street Erosion Engineering | 100,834 | - | 7,917 | - |
| Lake Street Repair | 500 | - | - | - |
| (1) Lamberth Rd Thoroughfare | - | - | 8,500 | - |
| (1) Lamberth ROW Shady Oaks to Friendship | - | - | - | 100,000 |
| (1) Library Remodel | - | - | 10,060 | 1,200,000 |
| Loy Lake Bridge-UCR Funded | 1,352,006 | - | - | - |
| (1) Loy Lake Rd-Sara Swamy to Hwy 82 | - | 2,180,000 | 2,400,000 | - |
| Muni Bldg Composition Roof | - | - | - | 91,840 |
| Muni Bldg Gutter & Cast Stone | - | - | - | 60,000 |
| Municipal Building Repair | 245,712 | 110,707 | - | - |
| Park Ave Realignment | - | - | 60,000 | - |
| Parks Master Plan | - | - | - | 50,000 |
| Pecan Grove Park Land | - | - | - | 200,000 |
| Police Dept Basement Renovation | - | 25,000 | 31,653 | - |
| Police Dept Communication Center Relocation | - | 40,000 | 45,000 | - |
| Remodel at Station 5 | - | - | - | 100,000 |
| Roof Repair Central Fire | - | - | - | 200,000 |
| (1) ROW on Hwy 82 from Frisco to 1417 | - | - | 9,300 | - |
| (1) Sherman Crossroads (Travis St/OB Groner) | - | - | 225,000 | 1,075,000 |
| Stormwater Fee Study | - | - | - | 112,500 |
| Street Improvement Program | 26,972 | - | 1,473,028 | - |
| Subdivision Ordinance Update | - | 60,000 | 60,000 | - |
| (1) Swan Ridge Extension | - | - | 78,000 | 1,022,000 |
| (1) Taylor to Hwy 289 ROW | - | - | - | 1,000,000 |
| (1) Taylor-Roundabout to Little Construction | - | - | 500,000 | 2,600,000 |
| (1) Travis St ROW 75 to 82 | - | - | - | 500,000 |
| Total Expenditures | 2,375,401 | 3,255,707 | 7,492,382 | 16,226,440 |
| Excess Revenues over Expenditures | 1,076,605 | (3,207) | 2,683,268 | (4,425,090) |
| Ending Fund Balance | $ 1,758,260 | $ 412,821 | $ 4,441,528 | $ 16,438 |

# City of Sherman
## UTILITY IMPROVEMENT FUND
## 2016 -2017 Annual Budget

| | Actual 2014-2015 | Budget 2015-2016 | Projected 2015-2016 | Proposed 2016-2017 |
|---|---|---|---|---|
| **Beginning Fund Balance** | **$ 1,983,093** | **$ 1,737,651** | **$ 1,346,849** | **$ 1,271,866** |
| **Revenues** | | | | |
| Transfers In | 350,000 | 850,000 | 850,000 | - |
| Miscellaneous Income | 80 | 1,000,000 | 1,224,025 | - |
| Interest Earned | 19,442 | 12,000 | 25,000 | 25,000 |
| **Total Revenues** | **369,522** | **1,862,000** | **2,099,025** | **25,000** |
| **Total Funds Available** | **2,352,615** | **3,599,651** | **3,445,874** | **1,296,866** |
| **Expenditures** | | | | |
| Utility Oversizing | 10,152 | 50,000 | - | 50,000 |
| Sears Lift Station | 29,674 | - | 8,000 | - |
| Hwy 289 Sewer | 136,051 | - | 2,900 | - |
| (2) Blalock Industrial Sewer | - | 1,000,000 | 1,000,000 | - |
| South Sherman Relief Sewer | 3,000 | - | - | - |
| Upgrade Metering and Telemetry for Water System | 5,000 | - | - | - |
| Well Repairs and Upgrades | 192,740 | - | - | - |
| Gallagher Elevated Tank Painting and Repair | 156,712 | - | 82,700 | 500,000 |
| (1) Ricketts St Water Line | 88,343 | - | 168,000 | - |
| (1) Water Treatment Plant Expansion | 179,332 | - | 2,139 | - |
| (1) Cherry Park Pump Station Rehab | 12,450 | - | 72,900 | - |
| WTP Basin Cleaning | - | 350,000 | 350,000 | - |
| SW Elevated Storage Tank | 192,312 | - | 30,408 | - |
| Harrison Elevated Tank Painting | - | 1,250,000 | 700,000 | - |
| (1) North Travis St. Water Main Replacement | - | 250,000 | 250,000 | - |
| (1) U.S. Highway 75 South Water Crossing Replacement | - | 175,000 | 175,000 | - |
| (1) Preston Club Water Line | - | - | 100,000 | - |
| WWTP Aeration Basin Upgrade | - | - | - | 240,000 |
| (1) Canyon Creek Water | - | - | - | 500,000 |
| (1) CGMA Water | - | - | - | 4,000,000 |
| (1) Brine Disposal Line | - | - | - | 2,000,000 |
| (1) Effluent Line | - | - | - | 5,000,000 |
| (1) Sherman Crossroads W&S | - | - | - | 1,500,000 |
| (1) Swan Ridge Water | - | - | - | 400,000 |
| (1) Rehab two sludge thickeners | - | - | - | 274,000 |
| GTUA Funding | | | (768,039) | (13,674,000) |
| **Total Expenditures** | **1,005,766** | **3,075,000** | **2,174,008** | **790,000** |
| **Excess Revenues over Expenditures** | **(636,244)** | **(1,213,000)** | **(74,983)** | **(765,000)** |
| **Ending Fund Balance** | **$ 1,346,849** | **$ 524,651** | **$ 1,271,866** | **$ 506,866** |

(1) GTUA Funding
(2) SEDCO Funding

# City of Sherman
## STREET REVOLVING FUND
## 2016 -2017 Annual Budget

| | Actual 2014-2015 | Projected 2015-2016 | Proposed 2016-2017 |
|---|---|---|---|
| **Beginning Fund Balance** | **$ 418,484** | **$ 419,406** | **$ 421,906** |
| **Revenues** | | | |
| Interest Earned | 922 | 2,500 | 2,500 |
| **Total Revenues** | **922** | **2,500** | **2,500** |
| **Total Funds Available** | **419,406** | **421,906** | **424,406** |
| **Expenditures** | | | |
| Improvements | - | - | 75,000 |
| | **-** | **-** | **75,000** |
| **Ending Fund Balance** | **$ 419,406** | **$ 421,906** | **$ 349,406** |

# City of Sherman
## TIF #3 CONSTRUCTION FUND
## 2016 -2017 Annual Budget

| | Actual 2014-2015 | Projected 2015-2016 | Proposed 2016-2017 |
|---|---|---|---|
| **Beginning Fund Balance** | **$ 644,644** | **$ 542,600** | **$ (1,997)** |
| **Revenues** | | | |
| Property Tax | 104,080 | 115,253 | 141,191 |
| Interest Earned | 144 | 150 | 250 |
| **Total Revenues** | **104,224** | **115,403** | **141,441** |
| **Total Funds Available** | **748,868** | **658,003** | **139,444** |
| **Expenditures** | | | |
| Improvements | 206,269 | - | - |
| Transfers Out | - | 660,000 | 135,000 |
| **Total Expenditures** | **206,269** | **660,000** | **135,000** |
| **Excess Revenues over Expenditures** | **(102,044)** | **(544,597)** | **6,441** |
| **Ending Fund Balance** | **$ 542,600** | **$ (1,997)** | **$ 4,444** |

# City of Sherman
## TIF #2 CONSTRUCTION FUND
## 2016 -2017 Annual Budget

| | Actual 2014-2015 | Projected 2015-2016 | Proposed 2016-2017 |
|---|---|---|---|
| **Beginning Fund Balance** | **$ (39,922)** | **$ 24,615** | **$ 94,324** |
| **Revenues** | | | |
| Grant Revenue | - | - | - |
| Property Tax | 64,302 | 69,559 | 82,565 |
| Interest Earned | 235 | 150 | 300 |
| **Total Revenues** | **64,537** | **69,709** | **82,865** |
| **Total Funds Available** | **24,615** | **94,324** | **177,189** |
| **Expenditures:** | | | |
| Improvements | - | - | 170,000 |
| **Excess Revenues over Expenditures** | **64,537** | **69,709** | **(87,135)** |
| **Ending Fund Balance** | **$ 24,615** | **$ 94,324** | **$ 7,189** |

# Debt Service Funds

# City of Sherman
## AUDITORIUM DEBT SERVICE FUND
## 2016 -2017 Annual Budget

| | Actual 2014-2015 | Projected 2015-2016 | Proposed 2016-2017 |
|---|---|---|---|
| **Beginning Fund Balance** | **$ 146,297** | **$ 146,200** | **$ 148,762** |
| **Revenues** | | | |
| Transfers In | 114,000 | 114,000 | 114,000 |
| Interest Earned | 290 | 700 | 700 |
| **Total Revenues** | **114,290** | **114,700** | **114,700** |
| **Total Funds Available** | **260,587** | **260,900** | **263,462** |
| **Expenditures** | | | |
| Debt Service | 113,338 | 111,088 | 113,745 |
| Agent Fees | 1,050 | 1,050 | 1,050 |
| **Total Expenditures** | **114,388** | **112,138** | **114,795** |
| **Excess Revenues over Expenditures** | **(97)** | **2,562** | **(95)** |
| **Ending Fund Balance** | **$ 146,200** | **$ 148,762** | **$ 148,667** |

# City of Sherman
## TIF #1 DEBT SERVICE FUND
## 2016 -2017 Annual Budget

| | Actual 2014-2015 | Projected 2015-2016 | Proposed 2016-2017 |
|---|---|---|---|
| **Beginning Fund Balance** | **$ 348,992** | **$ 470,643** | **$ 393,793** |
| **Revenues** | | | |
| Property Tax | 434,166 | 240,600 | 264,020 |
| Interest Earned | 257 | 150 | 400 |
| **Total Revenues** | **434,423** | **240,750** | **264,420** |
| **Total Funds Available** | **783,415** | **711,393** | **658,213** |
| **Expenditures** | | | |
| Debt Service | 312,572 | 317,400 | 318,102 |
| Agent Fees | 200 | 200 | 200 |
| Transfers Out | - | - | - |
| **Total Expenditures** | **312,772** | **317,600** | **318,302** |
| **Excess Revenues over Expenditures** | **121,651** | **(76,850)** | **(53,882)** |
| **Ending Fund Balance** | **$ 470,643** | **$ 393,793** | **$ 339,911** |

# City of Sherman
## 2008 CO DEBT SERVICE FUND
## 2016 -2017 Annual Budget

| | Actual 2014-2015 | Projected 2015-2016 | Proposed 2016-2017 |
|---|---|---|---|
| **Beginning Fund Balance** | **$ 10,816** | **$ 11,460** | **$ 11,317** |
| **Revenues** | | | |
| Property Tax | 358,000 | 360,000 | 362,000 |
| **Total Revenues** | **358,000** | **360,000** | **362,000** |
| **Total Funds Available** | **368,816** | **371,460** | **373,317** |
| **Expenditures** | | | |
| Debt Service | 357,357 | 359,393 | 361,067 |
| Agent Fees | - | 750 | 750 |
| **Total Expenditures** | **357,357** | **360,143** | **361,817** |
| **Excess Revenues over Expenditures** | **644** | **(143)** | **183** |
| **Ending Fund Balance** | **$ 11,460** | **$ 11,317** | **$ 11,500** |

# City of Sherman
## 2009 CO DEBT SERVICE FUND
## 2016 -2017 Annual Budget

| | Actual 2014-2015 | Projected 2015-2016 | Proposed 2016-2017 |
|---|---|---|---|
| **Beginning Fund Balance** | **$ 12,055** | **$ 11,995** | **$ 11,618** |
| **Revenues** | | | |
| Property Tax | 312,000 | 308,000 | 307,000 |
| **Total Revenues** | **312,000** | **308,000** | **307,000** |
| **Total Funds Available** | **324,055** | **319,995** | **318,618** |
| **Expenditures** | | | |
| Debt Service | 311,310 | 307,627 | 306,327 |
| Agent Fees | 750 | 750 | 750 |
| **Total Expenditures** | **312,060** | **308,377** | **307,077** |
| **Excess Revenues over Expenditures** | **(60)** | **(377)** | **(77)** |
| **Ending Fund Balance** | **$ 11,995** | **$ 11,618** | **$ 11,541** |

# City of Sherman
## 2009A CO DEBT SERVICE FUND
## 2016 -2017 Annual Budget

| | Actual 2014-2015 | Projected 2015-2016 | Proposed 2016-2017 |
|---|---|---|---|
| **Beginning Fund Balance** | **$ 58,799** | **$ 3,287** | **$ 2,824** |
| **Revenues** | | | |
| Property Tax | 190,000 | 251,000 | 252,000 |
| **Total Revenues** | **190,000** | **251,000** | **252,000** |
| **Total Funds Available** | **248,799** | **254,287** | **254,824** |
| **Expenditures** | | | |
| Debt Service | 244,763 | 250,713 | 251,363 |
| Agent Fees | 750 | 750 | 750 |
| **Total Expenditures** | **245,513** | **251,463** | **252,113** |
| **Excess Revenues over Expenditures** | **(55,513)** | **(463)** | **(113)** |
| **Ending Fund Balance** | **$ 3,287** | **$ 2,824** | **$ 2,711** |

# City of Sherman
## 2016 CO DEBT SERVICE FUND
## 2016 -2017 Annual Budget

| | Actual 2014-2015 | Projected 2015-2016 | Proposed 2016-2017 |
|---|---|---|---|
| **Beginning Fund Balance** | $ - | $ - | $ - |
| **Revenues** | | | |
| Property Tax | - | - | 180,000 |
| **Total Revenues** | - | - | **180,000** |
| **Total Funds Available** | - | - | **180,000** |
| **Expenditures** | | | |
| Debt Service | - | - | 178,516 |
| Agent Fees | - | - | 750 |
| **Total Expenditures** | - | - | **179,266** |
| **Excess Revenues over Expenditures** | - | - | **734** |
| **Ending Fund Balance** | $ - | $ - | $ **734** |

# City of Sherman
## 2016 TAX NOTES DEBT SERVICE
## 2016 -2017 Annual Budget

| | Actual 2014-2015 | Projected 2015-2016 | Proposed 2016-2017 |
|---|---|---|---|
| **Beginning Fund Balance** | $ - | $ - | $ - |
| **Revenues** | | | |
| Sales Tax | - | - | 376,000 |
| Transfers In | - | - | 135,000 |
| **Total Revenues** | - | - | **511,000** |
| **Total Funds Available** | - | - | **511,000** |
| **Expenditures** | | | |
| Debt Service | - | - | 479,697 |
| Agent Fees | - | - | 750 |
| **Total Expenditures** | - | - | **480,447** |
| **Excess Revenues over Expenditures** | - | - | **30,553** |
| **Ending Fund Balance** | $ - | $ - | $ **30,553** |

# Special Revenue Funds

# City of Sherman
## EMERGENCY 9-1-1 FUND
## 2016 -2017 Annual Budget

| | Actual 2014-2015 | Projected 2015-2016 | Proposed 2016-2017 |
|---|---|---|---|
| **Beginning Fund Balance** | **$ 82,026** | **$ 115,253** | **$ 93,053** |
| **Revenues** | | | |
| E 9-1-1 Service Fees | 288,907 | 310,000 | 320,000 |
| Security and Technology Fees | 23,514 | 24,500 | - |
| Interest Earned | 158 | 900 | 900 |
| **Total Revenues** | **312,579** | **335,400** | **320,900** |
| **Total Funds Available** | **394,605** | **450,653** | **413,953** |
| **Expenditures** | | | |
| Personnel | 107,277 | 107,277 | 107,297 |
| Supplies | 4,316 | 3,814 | 9,500 |
| Maintenance | 85,949 | 89,042 | 70,000 |
| Contract Wages | - | - | 500 |
| Contractual Services | 81,811 | 103,340 | 94,920 |
| Capital Expenses | - | 44,000 | - |
| Transfers Out | - | 10,127 | - |
| **Total Expenditures** | **279,353** | **357,600** | **282,217** |
| **Excess Revenues over Expenditures** | **33,227** | **(22,200)** | **38,683** |
| **Ending Fund Balance** | **$ 115,253** | **$ 93,053** | **$ 131,736** |

# City of Sherman
## COURT SECURITY & TECHNOLOGY FUND
## 2016 -2017 Annual Budget

| | Actual 2014-2015 | Projected 2015-2016 | Proposed 2016-2017 |
|---|---|---|---|
| **Beginning Fund Balance** | **$ -** | **$ -** | **$ 10,127** |
| **Revenues** | | | |
| Security and Technology Fees | - | - | 23,000 |
| Transfers in | - | 10,127 | - |
| **Total Revenues** | **-** | **10,127** | **23,000** |
| **Total Funds Available** | **-** | **10,127** | **33,127** |
| **Expenditures** | | | |
| Maintenance | - | - | 20,400 |
| Contractual Services | - | - | 1,560 |
| **Total Expenditures** | **-** | **-** | **21,960** |
| **Excess Revenues over Expenditures** | **-** | **10,127** | **1,040** |
| **Ending Fund Balance** | **$ -** | **$ 10,127** | **$ 11,167** |

# City of Sherman
## PARKS PRIDE FUND
## 2016 -2017 Annual Budget

| | Actual 2014-2015 | Projected 2015-2016 | Proposed 2016-2017 |
|---|---|---|---|
| **Beginning Fund Balance** | **$ 29,260** | **$ 32,175** | **$ 30,625** |
| **Revenues** | | | |
| Donations | 9,766 | 10,300 | 10,000 |
| Interest Earned | 74 | 150 | 500 |
| **Total Revenues** | **9,840** | **10,450** | **10,500** |
| **Total Funds Available** | **39,100** | **42,625** | **41,125** |
| **Expenditures** | | | |
| Park Improvements | 6,925 | 12,000 | 40,000 |
| **Excess Revenues over Expenditures** | **2,915** | **(1,550)** | **(29,500)** |
| **Ending Fund Balance** | **$ 32,175** | **$ 30,625** | **$ 1,125** |

# City of Sherman
## POLICE PRIDE FUND
## 2016 -2017 Annual Budget

| | Actual 2014-2015 | Projected 2015-2016 | Proposed 2016-2017 |
|---|---|---|---|
| **Beginning Fund Balance** | **$ 3,422** | **$ 5,704** | **$ 6,744** |
| **Revenues** | | | |
| Donations | 14,766 | 10,000 | 10,000 |
| Interest Earned | 13 | 40 | 50 |
| **Total Revenues** | **14,779** | **10,040** | **10,050** |
| **Total Funds Available** | **18,201** | **15,744** | **16,794** |
| **Expenditures** | | | |
| Supplies | 10,641 | 3,000 | 4,000 |
| Contractual Services | 1,856 | 6,000 | 2,700 |
| Canine Replacement Dog | - | - | 10,000 |
| **Total Expenditures** | **12,497** | **9,000** | **16,700** |
| **Excess Revenues over Expenditures** | **2,282** | **1,040** | **(6,650)** |
| **Ending Fund Balance** | **$ 5,704** | **$ 6,744** | **$ 94** |

# City of Sherman
## DONATIONS FUND
## 2016 -2017 Annual Budget

| | Actual 2014-2015 | Projected 2015-2016 | Proposed 2016-2017 |
|---|---|---|---|
| **Beginning Fund Balance** | **$ 4,310** | **$ 709** | **$ 817** |
| **Revenues** | | | |
| Donations | 5,084 | 5,100 | 5,000 |
| Interest Earned | 2 | 8 | 10 |
| **Total Revenues** | **5,085** | **5,108** | **5,010** |
| **Total Funds Available** | **9,395** | **5,817** | **5,827** |
| **Expenditures** | | | |
| Supplies | 8,686 | 5,000 | 5,000 |
| **Excess Revenues over Expenditures** | **(3,601)** | **108** | **10** |
| **Ending Fund Balance** | **$ 709** | **$ 817** | **$ 827** |

# City of Sherman
## HOTEL/MOTEL TAX FUND
## 2016 -2017 Annual Budget

| | Actual 2014-2015 | Projected 2015-2016 | Proposed 2016-2017 |
|---|---|---|---|
| **Beginning Fund Balance** | **$ 377,746** | **$ 346,905** | **$ 138,806** |
| **Revenues** | | | |
| Hotel/Motel Tax 5% | 370,508 | 322,100 | 322,100 |
| Hotel/Motel Tax 2% | 148,203 | 129,000 | 129,000 |
| Penalties | 8,248 | 50 | - |
| Miscellaneous Income | 1,821 | 4,955 | 1,000 |
| Interest Earned | 667 | 1,800 | 1,500 |
| Program/Sponsor Fees | - | 27,500 | 40,000 |
| Auditorium/Ballroom Rental | 31,206 | 37,500 | 37,500 |
| **Total Revenues** | **560,653** | **522,905** | **531,100** |
| **Total Funds Available** | **938,399** | **869,810** | **669,906** |
| **Expenditures:** | | | |
| Tourism | | | |
| Chamber/CVB contract | 170,000 | 60,000 | - |
| Administration | 56,069 | 133,867 | 129,419 |
| Programs | 7,599 | 147,051 | 214,500 |
| Downtown Building Incentive | 33,500 | 15,000 | 25,000 |
| Museum Support | 70,000 | 40,000 | - |
| Ballroom Operations | 86,464 | 145,168 | 56,377 |
| Auditorium Operations | 53,862 | 75,918 | 80,865 |
| Transfers Out | 114,000 | 114,000 | 114,000 |
| **Total Expenditures** | **591,494** | **731,004** | **620,161** |
| **Excess Revenues over Expenditures** | **(30,841)** | **(208,099)** | **(89,061)** |
| **Ending Fund Balance** | **$ 346,905** | **$ 138,806** | **$ 49,745** |

# City of Sherman
## DRUG ENFORCEMENT FUND
## 2016 -2017 Annual Budget

| | Actual 2014-2015 | Projected 2015-2016 | Proposed 2016-2017 |
|---|---|---|---|
| **Beginning Fund Balance** | **$ 44,810** | **$ 36,361** | **$ 55,546** |
| **Revenues** | | | |
| Police Confiscated Funds | 38,531 | 90,000 | 300,000 |
| Interest Earned | 112 | 150 | 150 |
| **Total Revenues** | **38,644** | **90,150** | **300,150** |
| **Total Funds Available** | **83,454** | **126,511** | **355,696** |
| **Expenditures** | | | |
| Supplies | 25,103 | 32,697 | 264,900 |
| Maintenance | 916 | 2,000 | 27,000 |
| Contractual Services | 3,185 | 3,800 | 21,850 |
| Capital Expenses | 17,890 | 32,468 | 40,000 |
| **Total Expenditures** | **47,093** | **70,965** | **353,750** |
| **Excess Revenues over Expenditures** | **(8,449)** | **19,185** | **(53,600)** |
| **Ending Fund Balance** | **$ 36,361** | **$ 55,546** | **$ 1,946** |

# City of Sherman
## MUNICIPAL AIRPORT FUND
## 2016 -2017 Annual Budget

| | Actual 2014-2015 | Projected 2015-2016 | Proposed 2016-2017 |
|---|---|---|---|
| **Beginning Fund Balance** | **$ 141,333** | **$ 174,388** | **$ 200,708** |
| **Revenues** | | | |
| Interest Earned | 404 | 1,000 | 1,000 |
| Rentals | 49,825 | 49,000 | 49,000 |
| Fuel Sales | 380,687 | 312,000 | 347,000 |
| Miscellaneous Income | 187 | - | - |
| **Total Revenues** | **431,103** | **362,000** | **397,000** |
| **Total Funds Available** | **572,436** | **536,388** | **- 597,708** |
| **Expenditures** | | | |
| Fuel Purchases | 326,974 | 275,000 | 300,000 |
| Maintenance | 21,128 | 5,000 | 7,000 |
| Contractual Services | 32,489 | 40,000 | 63,499 |
| Utilities | 13,990 | 13,420 | 14,640 |
| Vehicle Usage | 3,467 | 2,260 | 3,010 |
| Capital Expenses | - | - | 50,000 |
| **Total Expenditures** | **398,048** | **335,680** | **438,149** |
| **Excess Revenues over Expenditures** | **33,055** | **26,320** | **(41,149)** |
| **Ending Fund Balance** | **$ 174,388** | **$ 200,708** | **$ 159,559** |

# Internal Service Funds

# City of Sherman
## EMPLOYEE INSURANCE FUND
## 2016 -2017 Annual Budget

| | Actual 2014-2015 | Budget 2015-2016 | Projected 2015-2016 | Proposed 2016-2017 |
|---|---|---|---|---|
| **Beginning Fund Balance** | **$ 4,727** | **$ 76,727** | **$ 244,367** | **$ 89,283** |
| **Revenues** | | | | |
| Employer Contributions | 4,042,929 | 4,565,305 | 4,474,916 | 4,741,606 |
| Employee Contributions | 959,131 | 959,000 | 968,000 | 968,000 |
| Retiree Contributions | 222,820 | 227,000 | 190,000 | 190,000 |
| COBRA Contributions | - | 2,000 | - | - |
| Transfers In | 500,000 | - | 700,000 | - |
| **Total Revenues** | **5,724,880** | **5,753,305** | **6,332,916** | **5,899,606** |
| **Total Funds Available** | **5,729,607** | **5,830,032** | **6,577,283** | **5,988,889** |
| **Expenditures** | | | | |
| Health Insurance Claims | 4,862,582 | 5,000,000 | 5,800,000 | 5,200,000 |
| Insurance Premiums & Cost | 556,647 | 648,550 | 615,000 | 615,000 |
| Life Insurance | 41,013 | 50,000 | 48,000 | 48,000 |
| Miscellaneous | 24,999 | 25,000 | 25,000 | 25,000 |
| **Total Expenditures** | **5,485,240** | **5,723,550** | **6,488,000** | **5,888,000** |
| **Excess Revenues over Expenditures** | **239,640** | **29,755** | **(155,084)** | **11,606** |
| **Ending Fund Balance** | **$ 244,367** | **$ 106,482** | **$ 89,283** | **$ 100,889** |

# City of Sherman
## INFORMATION TECHNOLOGY FUND
## 2016 -2017 Annual Budget

| | Actual 2014-2015 | Projected 2015-2016 | Proposed 2016-2017 |
|---|---|---|---|
| **Beginning Fund Balance** | **$ 98,815** | **$ 103,395** | **$ 103,433** |
| **Revenues** | | | |
| Technology Services: | | | |
| General Fund | 575,181 | 656,580 | 544,467 |
| Tourism | 4,261 | 2,690 | 2,660 |
| Equipment Services Fund | 10,652 | 18,840 | 15,970 |
| Utility Fund | 93,733 | 115,700 | 147,320 |
| Solid Waste Fund | 14,912 | 13,450 | 31,060 |
| Interest Earned | 8 | 35 | - |
| Miscellaneous Income | 20,000 | - | - |
| **Total Revenues** | **718,746** | **807,295** | **741,477** |
| **Total Funds Available** | **817,562** | **910,690** | **844,910** |
| **Expenditures** | | | |
| Personnel | 374,604 | 374,815 | 431,804 |
| Supplies | 17,660 | 55,075 | 62,214 |
| Maintenance | 77,855 | 97,630 | 101,147 |
| Utilities | 49,766 | 50,390 | 51,710 |
| Contract Wages | 1,539 | 7,000 | 3,000 |
| Contractual Services | 19,049 | 16,847 | 20,057 |
| Capital Expenses | 173,695 | 205,500 | 77,850 |
| **Total Expenditures** | **714,167** | **807,257** | **747,782** |
| **Excess Revenues over Expenditures** | **4,580** | **38** | **(6,305)** |
| **Ending Fund Balance** | **$ 103,395** | **$ 103,433** | **$ 97,128** |

# City of Sherman
## EQUIPMENT SERVICES FUND
## 2016 -2017 Annual Budget

| | Actual 2014-2015 | Projected 2015-2016 | Proposed 2016-2017 |
|---|---|---|---|
| **Beginning Fund Balance** | **$ 8,689** | **$ 3,041** | **$ 43,115** |
| **Revenues** | | | |
| Equipment Service Revenue: | | | |
| General Fund | 1,330,706 | 1,335,831 | 1,369,930 |
| Airport Fund | 3,467 | 2,260 | 3,010 |
| Utility Fund | 306,600 | 283,352 | 325,910 |
| Solid Waste Fund | 845,164 | 864,371 | 923,220 |
| Miscellaneous Income | 3,650 | - | - |
| **Total Revenues** | **2,489,587** | **2,485,814** | **2,622,070** |
| **Total Funds Available** | **2,498,276** | **2,488,855** | **2,665,185** |
| **Expenditures** | | | |
| Personnel | 685,448 | 688,453 | 678,000 |
| Supplies | 729,353 | 578,393 | 731,754 |
| Maintenance | 838,308 | 801,402 | 840,624 |
| Utilities | 29,261 | 25,530 | 28,380 |
| Information Technology | 10,652 | 18,840 | 15,970 |
| Contractual Services | 172,281 | 249,633 | 237,006 |
| Capital Expenses | 29,932 | 83,489 | 90,350 |
| **Total Expenditures** | **2,495,235** | **2,445,740** | **2,622,084** |
| **Excess Revenues over Expenditures** | **(5,648)** | **40,074** | **(14)** |
| **Ending Fund Balance** | **$ 3,041** | **$ 43,115** | **$ 43,101** |

# City of Sherman
## FLEET REPLACEMENT FUND
## 2016 -2017 Annual Budget

| | Actual 2014-2015 | Projected 2015-2016 | Proposed 2016-2017 |
|---|---|---|---|
| **Beginning Fund Balance** | **$ 149,697** | **$ 186,237** | **$ 255,822** |
| **Revenues** | | | |
| Transfers in | 2,549,772 | 2,681,428 | 1,984,205 |
| Interest Earned | 615 | 1,000 | - |
| Debt Proceeds | - | - | - |
| Miscellaneous Income | 6,913 | - | - |
| **Total Revenues** | **2,557,300** | **2,682,428** | **1,984,205** |
| **Total Funds Available** | **2,706,997** | **2,868,665** | **2,240,027** |
| **Expenditures** | | | |
| Debt Service | 220,228 | 220,228 | 220,228 |
| Equipment-General Fund | 852,467 | 1,077,615 | 562,826 |
| Equipment-Utility Fund | 306,860 | 520,000 | 347,540 |
| Equipment-Solid Waste Fund | 1,141,205 | 795,000 | 853,611 |
| **Total Expenditures** | **2,520,760** | **2,612,843** | **1,984,205** |
| **Excess Revenues over Expenditures** | **36,540** | **69,585** | **-** |
| **Ending Fund Balance** | **$ 186,237** | **$ 255,822** | **$ 255,822** |

# TRANSFERS SCHEDULE

| FUND | DETAILS | BUDGETED FY16/17 Expense TRANSFER FROM Debit | BUDGETED FY16/17 Revenue TRANSFER TO Credit |
|---|---|---|---|
| 100 | From fund 700 5% franchise, admin cost | | $ 730,000.00 |
| | From fund 790, dept 243, 244, 245 | | $ 2,052,000.00 |
| | To fund 222 for CIP | $ 750,000.00 | |
| | To fund 660 for debt service | $ 220,228.00 | |
| | To fund 660 for equipment purchases | $ 562,826.00 | |
| 222 | From fund 100 | | $ 750,000.00 |
| 230 | To fund 355 | $ 105,000.00 | |
| 310 | From fund 460 | | $ 114,000.00 |
| 355 | From fund 230 | | $ 105,000.00 |
| 460 | To fund 310 | $ 114,000.00 | |
| 660 | From fund 100, debt service | | $ 220,228.00 |
| | From fund 100, equipment purchase | | $ 562,826.00 |
| | From fund 700, equipment purchase | | $ 347,540.00 |
| | From fund 790, equipment purchase | | $ 853,611.00 |
| 700 | To fund 100 5% franchise, admin cost | $ 2,052,000.00 | |
| | From fund 790, admin cost | | $ 161,000.00 |
| | To fund 660 for equipment purchase | $ 347,540.00 | |
| 790 | To fund 100 8% franchise, admin cost RSW | $ 276,000.00 | |
| 790 | To fund 700 admin cost RSW | $ 61,000.00 | |
| 790 | To fund 100 8% franchise, admin cost CSW | $ 412,000.00 | |
| 790 | To fund 700 admin cost CSW | $ 91,000.00 | |
| 790 | To fund 100 8% franchise, admin cost Recycle | $ 42,000.00 | |
| 790 | To fund 700 admin cost Recycle | $ 9,000.00 | |
| 790 | To fund 660, equipment purchase | $ 853,611.00 | |
| | TOTALS | $ 5,896,205.00 | $ 5,896,205.00 |

# *City of Sherman*

*Bonded Debt as of 7/31/16*

| | (1) | | | | (2) | | | |
|---|---|---|---|---|---|---|---|---|
| | ***$2,840,000*** | | | | ***$1,605,000*** | | | |
| | ***Combination Tax & Tax Increment Revenue*** | | | | ***General Obligation Refunding, Series 2006*** | | | |
| | ***2004 Series TIF Zone#1, Certificates of Obligation*** | | | | | | | |
| **Fiscal Yr** | **Coupon** | **Principal** | **Interest** | **TOTAL** | **Coupon** | **Principal** | **Interest** | **TOTAL** |
| 2017 | 4.44% | 180,000.00 | 64,380.00 | 244,380.00 | 3.75% | 65,000.00 | 48,743.75 | 113,743.75 |
| 2018 | 4.44% | 185,000.00 | 56,388.00 | 241,388.00 | 3.75% | 70,000.00 | 46,212.50 | 116,212.50 |
| 2019 | 4.44% | 195,000.00 | 48,174.00 | 243,174.00 | 4.00% | 70,000.00 | 43,500.00 | 113,500.00 |
| 2020 | 4.44% | 205,000.00 | 39,516.00 | 244,516.00 | 4.00% | 75,000.00 | 40,600.00 | 115,600.00 |
| 2021 | 4.44% | 215,000.00 | 30,414.00 | 245,414.00 | 4.00% | 80,000.00 | 37,500.00 | 117,500.00 |
| 2022 | 4.44% | 230,000.00 | 20,868.00 | 250,868.00 | 4.00% | 80,000.00 | 34,300.00 | 114,300.00 |
| 2023 | 4.44% | 240,000.00 | 10,656.00 | 250,656.00 | 4.00% | 85,000.00 | 31,000.00 | 116,000.00 |
| 2024 | | - | - | - | 4.00% | 85,000.00 | 27,600.00 | 112,600.00 |
| 2025 | | - | - | - | 4.25% | 85,000.00 | 24,093.75 | 109,093.75 |
| 2026 | | - | - | - | 4.25% | 95,000.00 | 20,268.75 | 115,268.75 |
| 2027 | | - | - | - | 4.25% | 100,000.00 | 16,125.00 | 116,125.00 |
| 2028 | | - | - | - | 4.375% | 100,000.00 | 11,812.50 | 111,812.50 |
| 2029 | | - | - | - | 4.375% | 105,000.00 | 7,328.13 | 112,328.13 |
| 2030 | | - | - | - | 4.375% | 115,000.00 | 2,515.63 | 117,515.63 |
| 2031 | | - | - | - | | - | - | - |
| 2032 | | - | - | - | | - | - | - |
| 2033 | | - | - | - | | - | - | - |
| 2034 | | - | - | - | | - | - | - |
| 2035 | | - | - | - | | - | - | - |
| 2036 | | - | - | - | | - | - | - |
| | | 1,450,000.00 | 270,396.00 | 1,720,396.00 | | 1,210,000.00 | 391,600.01 | 1,601,600.01 |

(1) These bonds were issued in 2004 to provide funding for infrastructure development for Sherman Town Center. Debt service is financed through tax increment property tax revenues.

(2) These bonds were issued in 2006 to partially refund the 2000 Series Auditorium/Ballroom restoration bonds.

# *City of Sherman*

*Bonded Debt as of 7/31/16*

| | (3) | | | | (4) | | | |
|---|---|---|---|---|---|---|---|---|
| | ***$5,000,000*** | | | | ***$4,100,000*** | | | |
| | ***2008 Series Revenue Certificates of Obligation*** | | | | ***Capital Improvement Fund Projects*** | | | |
| | | | | | ***2009 Series Revenue Certificates of Obligation*** | | | |
| **Fiscal Yr** | **Coupon** | **Principal** | **Interest** | **TOTAL** | **Coupon** | **Principal** | **Interest** | **TOTAL** |
| 2017 | 3.62% | 235,000.00 | 126,066.50 | 361,066.50 | 3.98% | 185,000.00 | 121,327.00 | 306,327.00 |
| 2018 | 3.62% | 245,000.00 | 117,378.50 | 362,378.50 | 3.98% | 191,667.00 | 114,852.00 | 306,519.00 |
| 2019 | 3.62% | 255,000.00 | 108,328.50 | 363,328.50 | 3.98% | 196,667.00 | 107,665.00 | 304,332.00 |
| 2020 | 3.62% | 265,000.00 | 98,916.50 | 363,916.50 | 3.98% | 208,333.00 | 99,799.00 | 308,132.00 |
| 2021 | 3.62% | 280,000.00 | 89,052.00 | 369,052.00 | 3.98% | 213,333.00 | 91,465.00 | 304,798.00 |
| 2022 | 3.62% | 290,000.00 | 78,735.00 | 368,735.00 | 3.98% | 225,000.00 | 82,932.00 | 307,932.00 |
| 2023 | 3.62% | 305,000.00 | 67,965.50 | 372,965.50 | 3.98% | 231,667.00 | 73,932.00 | 305,599.00 |
| 2024 | 3.62% | 315,000.00 | 56,743.50 | 371,743.50 | 3.98% | 241,667.00 | 64,665.00 | 306,332.00 |
| 2025 | 3.62% | 330,000.00 | 45,069.00 | 375,069.00 | 3.98% | 253,333.00 | 54,696.00 | 308,029.00 |
| 2026 | 3.62% | 345,000.00 | 32,851.50 | 377,851.50 | 3.98% | 265,000.00 | 44,246.00 | 309,246.00 |
| 2027 | 3.62% | 360,000.00 | 20,091.00 | 380,091.00 | 3.98% | 240,000.00 | 32,851.00 | 272,851.00 |
| 2028 | 3.62% | 375,000.00 | 13,575.00 | 388,575.00 | 3.98% | 250,000.00 | 22,531.00 | 272,531.00 |
| 2029 | | - | - | - | 3.98% | 265,000.00 | 11,594.00 | 276,594.00 |
| 2030 | | - | - | - | | - | - | - |
| 2031 | | - | - | - | | - | - | - |
| 2032 | | - | - | - | | - | - | - |
| 2033 | | - | - | - | | - | - | - |
| 2034 | | - | - | - | | - | - | - |
| 2035 | | - | - | - | | - | - | - |
| 2036 | | - | - | - | | - | - | - |
| | | 3,600,000.00 | 854,772.50 | 4,454,772.50 | | 2,966,667.00 | 922,555.00 | 3,889,222.00 |

(3) These bonds were issued in 2008 to provide funding for park and street development and improvements.

(4) These bonds were issued in the spring of 2009 to provide funding for park and street development and improvements

# *City of Sherman*

*Bonded Debt as of 7/31/16*

| | (5) | | | | (6) | | | |
|---|---|---|---|---|---|---|---|---|
| | ***$900,000*** | | | | ***$3,500,000*** | | | |
| | ***TIF #1*** | | | | ***Capital Improvement Fund Projects*** | | | |
| | ***2009 Series Revenue Certificates of Obligation*** | | | | ***2009A Series Revenue Certificates of Obligation*** | | | |
| **Fiscal Yr** | **Coupon** | **Principal** | **Interest** | **TOTAL** | **Coupon** | **Principal** | **Interest** | **TOTAL** |
| 2017 | 3.50% | 50,000.00 | 23,722.49 | 73,722.49 | 3.25% | 150,000.00 | 101,362.50 | 251,362.50 |
| 2018 | 3.75% | 53,333.33 | 21,972.49 | 75,305.83 | 3.50% | 155,000.00 | 96,487.50 | 251,487.50 |
| 2019 | 4.00% | 53,333.33 | 19,972.49 | 73,305.83 | 3.50% | 165,000.00 | 91,062.50 | 256,062.50 |
| 2020 | 4.00% | 56,666.67 | 17,839.16 | 74,505.83 | 3.50% | 170,000.00 | 85,287.50 | 255,287.50 |
| 2021 | 4.00% | 56,666.67 | 15,572.49 | 72,239.16 | 3.75% | 180,000.00 | 79,337.50 | 259,337.50 |
| 2022 | 4.00% | 60,000.00 | 13,305.83 | 73,305.83 | 3.75% | 190,000.00 | 72,587.50 | 262,587.50 |
| 2023 | 4.00% | 63,333.33 | 10,905.83 | 74,239.16 | 4.00% | 200,000.00 | 65,462.50 | 265,462.50 |
| 2024 | 4.13% | 63,333.00 | 8,372.49 | 71,705.49 | 4.00% | 210,000.00 | 57,462.50 | 267,462.50 |
| 2025 | 4.13% | 66,666.67 | 5,760.00 | 72,426.67 | 4.00% | 215,000.00 | 49,062.50 | 264,062.50 |
| 2026 | 4.30% | 70,000.00 | 3,010.00 | 73,010.00 | 4.00% | 230,000.00 | 40,462.50 | 270,462.50 |
| 2027 | | - | - | - | 4.125% | 240,000.00 | 31,262.50 | 271,262.50 |
| 2028 | | - | - | - | 4.125% | 250,000.00 | 21,362.50 | 271,362.50 |
| 2029 | | - | - | - | 4.25% | 260,000.00 | 11,050.00 | 271,050.00 |
| 2030 | | - | - | - | | - | - | - |
| 2031 | | - | - | - | | - | - | - |
| 2032 | | - | - | - | | - | - | - |
| 2033 | | - | - | - | | - | - | - |
| 2034 | | - | - | - | | - | - | - |
| 2035 | | - | - | - | | - | - | - |
| 2036 | | - | - | - | | - | - | - |
| | | 593,333.00 | 140,433.28 | 733,766.28 | | 2,615,000.00 | 802,250.00 | 3,417,250.00 |

(5) These bonds were issued in 2009 to fund infrastructure in the Town Center TIF Zone.

(6) These bonds were issued in the fall of 2009 to provide funding for park and street development and improvements.

# *City of Sherman*

*Bonded Debt as of 7/31/16*

| | (7) | | | | (8) | | | |
|---|---|---|---|---|---|---|---|---|
| | ***$1,830,000*** | | | | ***$6,970,000*** | | | |
| | ***Limited Tax Notes Series 2016*** | | | | ***Capital Improvement Fund Projects*** | | | |
| | | | | | ***2016 Series Certificates of Obligation*** | | | |
| **Fiscal Yr** | **Coupon** | **Principal** | **Interest** | **TOTAL** | **Coupon** | **Principal** | **Interest** | |
| 2017 | 1.59% | 435,000.00 | 44,696.23 | 479,696.23 | | - | 178,515.24 | 178,515.24 |
| 2018 | 1.59% | 460,000.00 | 22,180.50 | 482,180.50 | 2.000% | 290,000.00 | 179,012.50 | 469,012.50 |
| 2019 | 1.59% | 465,000.00 | 14,866.50 | 479,866.50 | 2.000% | 295,000.00 | 173,212.50 | 468,212.50 |
| 2020 | 1.59% | 470,000.00 | 7,473.00 | 477,473.00 | 3.000% | 300,000.00 | 167,312.50 | 467,312.50 |
| 2021 | | - | - | - | 3.000% | 310,000.00 | 158,312.50 | 468,312.50 |
| 2022 | | - | - | - | 3.000% | 320,000.00 | 149,012.50 | 469,012.50 |
| 2023 | | - | - | - | 3.000% | 330,000.00 | 139,412.50 | 469,412.50 |
| 2024 | | - | - | - | 3.000% | 340,000.00 | 129,512.50 | 469,512.50 |
| 2025 | | - | - | - | 3.000% | 350,000.00 | 119,312.50 | 469,312.50 |
| 2026 | | - | - | - | 2.000% | 360,000.00 | 108,812.50 | 468,812.50 |
| 2027 | | - | - | - | 2.000% | 370,000.00 | 101,612.50 | 471,612.50 |
| 2028 | | - | - | - | 2.250% | 375,000.00 | 94,212.50 | 469,212.50 |
| 2029 | | - | - | - | 2.250% | 385,000.00 | 85,775.00 | 470,775.00 |
| 2030 | | - | - | - | 2.375% | 390,000.00 | 77,112.50 | 467,112.50 |
| 2031 | | - | - | - | 2.375% | 400,000.00 | 67,850.00 | 467,850.00 |
| 2032 | | - | - | - | 2.500% | 410,000.00 | 58,350.00 | 468,350.00 |
| 2033 | | - | - | - | 2.500% | 420,000.00 | 48,100.00 | 468,100.00 |
| 2034 | | - | - | - | 2.500% | 430,000.00 | 37,600.00 | 467,600.00 |
| 2035 | | - | - | - | 3.000% | 440,000.00 | 26,850.00 | 466,850.00 |
| 2036 | | - | - | - | 3.000% | 455,000.00 | 13,650.00 | 468,650.00 |
| | | 1,830,000.00 | 89,216.23 | 1,919,216.23 | | 6,970,000.00 | 2,113,540.24 | 9,083,540.24 |

(7) These notes were issued to fund the Loy Lake Road improvements between Hwy 82 and Sara

(8) These certificates were issued to fund new street development and construction and improvements to city facilities.

## *City of Sherman*

*Bonded Debt as of 7/31/16*

| | TOTALS | | |
|---|---|---|---|
| **Fiscal Yr** | **Principal** | **Interest** | **TOTAL** |
| 2017 | 1,300,000.00 | 708,813.71 | 2,008,813.71 |
| 2018 | 1,650,000.33 | 654,483.99 | 2,304,484.33 |
| 2019 | 1,695,000.33 | 606,781.49 | 2,301,781.83 |
| 2020 | 1,749,999.67 | 556,743.66 | 2,306,743.33 |
| 2021 | 1,334,999.67 | 501,653.49 | 1,836,653.16 |
| 2022 | 1,395,000.00 | 451,740.83 | 1,846,740.83 |
| 2023 | 1,455,000.33 | 399,334.33 | 1,854,334.66 |
| 2024 | 1,255,000.00 | 344,355.99 | 1,599,355.99 |
| 2025 | 1,299,999.67 | 297,993.75 | 1,597,993.42 |
| 2026 | 1,365,000.00 | 249,651.25 | 1,614,651.25 |
| 2027 | 1,310,000.00 | 201,942.00 | 1,511,942.00 |
| 2028 | 1,350,000.00 | 163,493.50 | 1,513,493.50 |
| 2029 | 1,015,000.00 | 115,747.13 | 1,130,747.13 |
| 2030 | 505,000.00 | 79,628.13 | 584,628.13 |
| 2031 | 400,000.00 | 67,850.00 | 467,850.00 |
| 2032 | 410,000.00 | 58,350.00 | 468,350.00 |
| 2033 | 420,000.00 | 48,100.00 | 468,100.00 |
| 2034 | 430,000.00 | 37,600.00 | 467,600.00 |
| 2035 | 440,000.00 | 26,850.00 | 466,850.00 |
| 2036 | 455,000.00 | 13,650.00 | 468,650.00 |
| | 21,235,000.00 | 5,584,763.26 | 26,819,763.26 |

# City of Sherman

*Property Tax Historical Summary*

| Fiscal Year | Estimated Taxable Value (in 000) | Tax Levy (in 000) | Total Collections (in 000) | Property Tax Rate (per $100) |
|---|---|---|---|---|
| 2004 | $ 1,515,989 | $ 6,064 | $ 5,912 | $ 0.400 |
| 2005 | $ 1,590,950 | $ 6,364 | $ 6,258 | $ 0.400 |
| 2006 | $ 1,735,457 | $ 6,942 | $ 6,802 | $ 0.400 |
| 2007 | $ 1,886,876 | $ 7,548 | $ 7,513 | $ 0.400 |
| 2008 | $ 1,979,001 | $ 7,921 | $ 7,741 | $ 0.400 |
| 2009 | $ 2,072,868 | $ 6,633 | $ 6,587 | $ 0.320 |
| 2010 | $ 2,187,663 | $ 7,001 | $ 6,874 | $ 0.320 |
| 2011 | $ 2,195,729 | $ 7,026 | $ 6,923 | $ 0.320 |
| 2012 | $ 2,213,944 | $ 7,085 | $ 7,061 | $ 0.320 |
| 2013 | $ 2,285,921 | $ 7,315 | $ 7,292 | $ 0.320 |
| 2014 | $ 2,257,117 | $ 7,855 | $ 7,825 | $ 0.348 |
| 2015 | $ 2,375,151 | $ 8,836 | $ 8,781 | $ 0.372 |
| 2016 (est) | $ 2,530,048 | $ 9,412 | $ 9,141 | $ 0.372 |

# SHERMAN CITY COUNCIL
## Agenda Communication Form

**City Council Regular Meeting** **Agenda Item No. E. 2.**

**Meeting Date:** 08/01/2016

**Prepared By:** Mary Lawrence, Director of Finance

**Approved By:** Robby Hefton, City Manager

---

**Caption:**

**OTHER BUSINESS**

Discussion of the Proposed Tax Rate for Fiscal Year 2016-2017 and Scheduling Public Hearings for the Budget and Proposed Tax Rate

**Issue:**

Discussing the tax rate for the upcoming fiscal year (FY) and scheduling required public hearing dates for the budget and proposed tax rate

**Background:**

As required by state law, if the proposed tax rate exceeds the lower of the effective tax rate or the rollback rate, the governing body is required to hold two public hearings. The proposed tax rate of $.3943/$100 exceeds the lower of the expected rollback or effective tax rates due to an increase in the tax rate to fund debt service, seven (7) new public safety positions, and new value and property added to the tax roll. Accordingly, below is a schedule that outlines the applicable requirements for public hearings and adoption of the Budget and Tax Rate Ordinances. In summary, the required Council action is as follows:

- August 15th: Public Hearing and Adoption of Budget Ordinance and Ratification of Property Tax Revenue Increase
- August 15th: Introduction and First Public Hearing on Tax Revenue Increase
- September 6th: Second Public Hearing on Tax Revenue Increase
- September 19th: Adoption of the Tax Rate Ordinance

**Origination:**

Finance

**Financial Consideration:**

Failure to follow the law entitles a taxpayer to an injunction restraining the collection of taxes when filed according to statute.

**Staff Recommendation:**

The staff recommends following the schedule shown above, which meets the requirements of State law.

The following wording should be used in the motion to set the public hearings included above, **"I move to propose a tax rate of thirty-nine point forty-three cents per hundred dollars of valuation for the upcoming budget year and to set public hearings on this proposal as presented."**

**Alternatives:**

As these requirements are set by State law, no alternatives can be offered.

---

# SHERMAN CITY COUNCIL
## Agenda Communication Form

**City Council Regular Meeting** **Agenda Item No. E. 3.**

**Meeting Date:** 08/01/2016

**Prepared By:** Mary Lawrence, Director of Finance

**Approved By:** Robby Hefton, City Manager

---

**Caption:**

**OTHER BUSINESS**

Review Draft Capital Improvement Program (CIP) 2016-2021 and Set Public Hearing for Monday, August 15, 2016

**Issue:**

To review the draft CIP 2016-2021 and set the public hearing on such for Monday, August 15, 2016

**Background:**

Article V, Section 10 of the City Charter requires that the City Council, by resolution, adopt a capital program. As required, before consideration of the resolution, the City will publish a summary of the program and give notice of a public hearing in a newspaper of general circulation in the city. Prior to public notice, the City Council is given an opportunity to review the final draft of the CIP.

**Origination:**

Finance Department

**Financial Consideration:**

| | |
|---|---|
| General Fund | $71,963,016 |
| Utility Fund | $23,876,978 |
| Total Funding for 2016-2021 | $95,839,994 |

**Staff Recommendation:**

It is recommended that the City Council review the City's 2016-2021 Capital Improvement Program and set the public hearing on said 2016-2021 CIP for Monday, August 15, 2016.

**Alternatives:**

Those as may be directed by the City Council

---

**Attachments**

Draft Capital Improvement Program 2016-2021

---

# Capital Improvement Program
Of
# The City of Sherman

## October 1, 2016 - September 30, 2021

City Council
David Plyler, Mayor
Jason Sofey, Deputy Mayor

Council Members
Lawrence Davis
Terrence R. Steele
Tammy Johnson
Kevin Couch
Pamela Howeth

# CAPITAL IMPROVEMENT PROGRAM OF THE CITY OF SHERMAN

OCTOBER 1, 2016 - SEPTEMBER 30, 2021

**CITY COUNCIL**

*David Plyler, Mayor*
*Jason Sofey , Deputy Mayor*

**Council Members**

*Lawrence Davis*
*Terrence R. Steele*
*Tammy Johnson*
*Kevin Couch*
*Pamela Howeth*

☆☆☆☆☆☆☆☆☆☆☆☆☆☆☆☆

Robby Hefton, City Manager

**TABLE OF CONTENTS**

**October 1, 2016 - September 30, 2021**
**Capital Improvement Program**
**City of Sherman, Texas**


**Cover**.....1

**Inside Cover**.....2

**Table of Contents**.....3

**Management Letter**.....4

**Program Summaries by Year**..... 5-8

**Capital Improvement Program Resolution**..... .....9-10

**Capital Budget**.....11

**General Services**..... 12-13

**General Programs**
- **2016-2017**..... 15-29
- **2017-2018**..... 30-41
- **2018-2019**..... 42-51
- **2019-2020**..... 52-59
- **2020-2021**..... 60-65

**Utility Services**..... 66-67

**Utility Programs**
- **2016-2017**..... 68-74
- **2017-2018**..... 75-79
- **2018-2019**..... 80-83
- **2019-2020**..... 84-86
- **2020-2021**..... 87-89

**Capital Financing**..... ...90-91
- **Table I**.....92
  - **Analysis Assessed Valuation/Analysis of Property**
  - **Analysis of Property Tax Levies and Collections**
- **Table II**.....93-94
  - **Revenue Debt Service Fund – Statement of Bonded Indebtedness**
  - **Revenue Debt Service Fund – Schedule of Requirements to Maturity**
- **Table III**.....95
  - **Contractual Debt**

Sherman
CLASSIC TOWN. BROAD HORIZON.

MAYOR
DAVID PLYLER
DEPUTY MAYOR
JASON SOFEY

CITY COUNCIL
LAWRENCE DAVIS
TERRENCE R. STEELE
TAMMY JOHNSON
KEVIN COUCH
PAMELA HOWETH

CITY MANAGER
ROBBY HEFTON

**The Honorable David Plyler, Mayor, and Members of the City Council**

Subject: 2016-2017/2020-2021 Five-Year Capital Improvement Program

The Capital Improvement Program for the City of Sherman is submitted to you in compliance with Article V, Section IX of our Charter. This Five-Year Capital Improvement Program covers the planning period beginning October 1, 2016 through September 30, 2021.

Our community continues to experience growth and potential for growth and, in order to meet the needs of the future, we must plan. The Capital Improvement Program forecasts our major capital improvement needs on a yearly priority basis. The plan requires annual revision in order to ensure that it meets the public safety, health and welfare needs of the citizens of Sherman, as well as our ability to finance those needs.

The Capital Improvement Program provides you with a comprehensive planning forecast of Capital Improvement needs. It outlines the recommended projects by fiscal year and estimates cost and funding sources. Each project is described by a brief narrative. The process of reviewing and approving this document requires that you concentrate on the priorities of the projects, due to funding limitations.

The Capital Improvement Program is separated into two functions, that of governmental and of proprietary. The governmental function is accounted for in the General Fund services; and the Capital Improvement Projects under this section are associated with general government and financed by taxation, grants and other General Fund sources. These projects are in the nature of streets, parks, drainage, flood control, refuse, and public safety improvements. The proprietary function is accounted for in the Utility Services section. Projects under this section are primarily for water and sewer improvements. Summaries by fiscal year for General Services and Utility Services are for years one through five.

This Capital Improvement Program has been reviewed and is hereby respectfully submitted for your consideration.

Very truly yours,

Robby Hefton
City Manager

# GENERAL SERVICES

| PROJECT | FY 2017 Budgeted | FY 2018 Proposed | FY 2019 Proposed | FY 2020 Proposed | FY 2021 Proposed |
|---|---|---|---|---|---|
| **AIRPORT SERVICES** | | | | | |
| Repair and Remodel Airport Terminal Building | $ 50,000 | $ - | $ - | $ - | $ - |
| * Rehab Airport Runway, Taxi & All Aprons | $ - | $ 171,000 | $ - | $ - | $ - |
| * Airport Building Roof Repairs and Painting | $ - | $ 50,000 | $ - | $ - | $ - |
| * Airport North & South Hangars Roof Repairs | $ - | $ - | $ 50,000 | $ - | $ - |
| * Upgrade to Airport Runway lighting | $ - | $ - | $ - | $ 50,000 | $ 50,000 |
| Total Airport Services | $ 50,000 | $ 221,000 | $ 50,000 | $ 50,000 | $ 50,000 |
| **BUILDING MAINTENANCE** | | | | | |
| City Hall Roof Coating to Extend Useful Life | $ 75,000 | $ - | $ - | $ - | $ - |
| Guttering Replacement and Cast Stone Repairs | $ 60,000 | $ - | $ - | $ - | $ - |
| Municipal Building New Roof | $ 91,840 | $ - | $ - | $ - | $ - |
| Solid Waste Department Roof | $ 104,000 | $ - | $ - | $ - | $ - |
| Municipal Building Windows | $ - | $ 51,000 | $ - | $ 50,000 | $ - |
| Police Department Roof Restoration | $ - | $ 57,176 | $ - | $ - | $ - |
| Street Department Roof | $ - | $ 52,300 | $ - | $ - | $ - |
| Total Building Maintenance | $ 330,840 | $ 160,476 | $ - | $ 50,000 | $ - |
| **ENGINEERING SERVICES** | | | | | |
| Comprehensive Thoroughfare Plan | $ 25,000 | $ 25,000 | $ 30,000 | $ - | $ - |
| Downtown Sidewalk Repairs | $ 50,000 | $ 50,000 | $ 50,000 | $ 50,000 | $ 50,000 |
| Storm Water Utility Fee Study | $ 112,500 | $ - | $ - | $ - | $ - |
| Travis St-ROW Acquisitions 75 to 82 | $ 500,000 | $ - | $ - | $ - | $ - |
| * Archer Drive Property Acquisition | $ - | $ - | $ 1,059,500 | $ - | $ - |
| Choctaw Creek Easement Acquisitions | $ - | $ - | $ 15,000 | $ - | $ - |
| * Archer Drive Detention Pond Construction | $ - | $ - | $ - | $ 214,250 | $ - |
| * Rayburn/Contemporary Property Acquisitions | $ - | $ - | $ - | $ 72,000 | $ - |
| * Repetitive Loss Property Acquisitions for Flood Mitigation | $ - | $ - | $ - | $ - | $ 216,000 |
| Total Engineering Services | $ 687,500 | $ 75,000 | $ 1,154,500 | $ 336,250 | $ 266,000 |
| **FIRE DEPARTMENT** | | | | | |
| Fire Station #1 Roof | $ 200,000 | $ - | $ - | $ - | $ - |
| Fire Station #4 Relocation | $ 2,725,000 | $ - | $ - | $ - | $ - |
| Fire Station #5 Remodel | $ 100,000 | $ - | $ - | $ - | $ - |
| Fire Station #5 Relocation | $ - | $ 3,500,000 | $ - | $ - | $ - |
| Fire Station #6 - New Station Construction | $ - | $ 4,500,000 | $ - | $ - | $ - |

* Grant Funded

# GENERAL SERVICES

| PROJECT | FY 2017 Budgeted | FY 2018 Proposed | FY 2019 Proposed | FY 2020 Proposed | FY 2021 Proposed |
|---|---|---|---|---|---|
| Fire SCBA Equipment Replacement | $ - | $ 200,000 | $ 200,000 | $ 200,000 | $ - |
| **Total Fire Department** | $ 3,025,000 | $ 8,200,000 | $ 200,000 | $ 200,000 | $ - |
| **INFORMATION TECHNOLOGY** | | | | | |
| Backup Servers (Various Departments) | $ 47,850 | $ - | $ - | $ - | $ - |
| Incode VX | $ 10,000 | $ - | $ - | $ - | $ - |
| **Total Information Technology** | $ 57,850 | $ - | $ - | $ - | $ - |
| **LIBRARY SERVICES** | | | | | |
| Library Design/Remodel/Update | $ 1,200,000 | $ - | $ - | $ - | $ - |
| **Total Library Services** | $ 1,200,000 | $ - | $ - | $ - | $ - |
| **PARKS AND RECREATION** | | | | | |
| Parks Master Plan Update | $ 50,000 | $ - | $ - | $ - | $ - |
| Pecan Grove W Park Land | $ 200,000 | $ - | $ - | $ - | $ - |
| Ely Park Playground Updates | $ - | $ 80,000 | $ - | $ - | $ - |
| Hawn Park Practice Field Lighting | $ - | $ 200,000 | $ - | $ - | $ - |
| MLK Park Restroom Replacement | $ - | $ 150,000 | $ - | $ - | $ - |
| Hawn Park Pavilion | $ - | $ - | $ 75,000 | $ - | $ - |
| New Pavilion at Baker Park | $ - | $ - | $ 75,000 | $ - | $ - |
| Rosedale Park Restroom | $ - | $ - | $ 150,000 | $ - | $ - |
| Rosedale Park Playground | $ - | $ - | $ - | $ 60,000 | $ - |
| Rosedale Park Lighting Renovation | $ - | $ - | $ - | $ 50,000 | $ - |
| Hillcrest Park playground replacement | $ - | $ - | $ - | $ - | $ 150,000 |
| New Fairview Park pavilion and updates to existing pavilions | $ - | $ - | $ - | $ - | $ 50,000 |
| **Total Parks & Recreation** | $ 250,000 | $ 430,000 | $ 300,000 | $ 110,000 | $ 200,000 |
| **POLICE DEPARTMENT** | | | | | |
| Police Department - Replace Three Roof A/C Units | $ - | $ - | $ 25,000 | $ 25,000 | $ 25,000 |
| **Total Police Department** | $ - | $ - | $ 25,000 | $ 25,000 | $ 25,000 |
| **PUBLIC SAFETY SUPPORT** | | | | | |
| Dispatch Consoles Replacement | $ 55,464 | $ - | $ - | $ - | $ - |
| **Total Public Safety Support** | $ 55,464 | $ - | $ - | $ - | $ - |

* Grant Funded

# GENERAL SERVICES

| PROJECT | FY 2017 Budgeted | FY 2018 Proposed | FY 2019 Proposed | FY 2020 Proposed | FY 2021 Proposed |
|---|---|---|---|---|---|
| **STREET DEPARTMENT** | | | | | |
| Canyon Creek Dr (Shady Oaks to Lamberth) | $ 1,350,000 | $ - | $ - | $ - | $ - |
| * Downtown Streetscape Phase II | $ 548,218 | $ - | $ - | $ - | $ - |
| * FEMA grant - Flood Mitigation | $ 736,418 | $ - | $ - | $ - | $ - |
| FM 1417 design 56 to 82 | $ 1,600,000 | $ - | $ - | $ - | $ - |
| Friendship Road-ROW 56 to Lamberth | $ 300,000 | $ - | $ - | $ - | $ - |
| Lamberth Road-ROW Shady Oaks to Friendship | $ 100,000 | $ - | $ - | $ - | $ - |
| Sherman Crossroads (Howe Drive) | $ - | $ 1,200,000 | $ - | $ - | $ - |
| Sherman Crossroads (OB Groner/Travis) | $ 1,075,000 | $ - | $ 5,000,000 | $ - | $ - |
| Swan Ridge-Construction Hwy 56 to Quail Run | $ 1,022,000 | $ - | $ - | $ - | $ - |
| Taylor St to Hwy 289-ROW | $ 1,000,000 | $ - | $ - | $ - | $ - |
| Taylor St Ext-Roundabout to Little Ln - 2 lanes - Construction | $ 2,600,000 | $ - | $ - | $ - | $ - |
| Travis/Center/McGee Bridges - Erosion and Overlay | $ 500,000 | $ - | $ - | $ - | $ - |
| Building/Site improvements - Traffic Ops and Street maintenance departments | $ - | $ 562,500 | $ - | $ - | $ - |
| * FM 1417 - Houston to Taylor - 10% of Construction | $ - | $ 270,000 | $ 280,000 | $ 400,000 | $ - |
| * FM 1417 - Taylor to US 82 - 10% of Construction | $ - | $ 780,000 | $ - | $ - | $ - |
| Friendship Road-56 to Lamberth Engineering/Construction | $ - | $ 1,600,000 | $ 4,700,000 | $ 6,200,000 | $ - |
| Lamberth Road-Shady Oaks to Friendship | $ - | $ 450,000 | $ 3,000,000 | $ - | $ - |
| Taylor/Washington Bridges - Erosion and Overlay | $ - | $ 92,000 | $ - | $ - | $ - |
| Taylor St Ext-Little Lane to 289 - 2 lanes | $ - | $ 1,100,000 | $ - | $ - | $ - |
| Center/Lamberth Bridges Repair | $ - | $ - | $ 87,000 | $ - | $ - |
| Taylor St Ext-Little Lane to Washington Construction - 2 lanes | $ - | $ - | $ 7,000,000 | $ - | $ - |
| Taylor St Ext-Engineering Washington to 289 - 2 lanes | $ - | $ - | $ 1,000,000 | $ - | $ - |
| Taylor St Ext-Construction Washington to 289 - 2 lanes | $ - | $ - | $ - | $ 7,000,000 | $ - |
| Hillcrest/Wood Bridges - Erosion and Overlay | $ - | $ - | $ - | $ 77,000 | $ - |
| Ricketts/Centennial/etc Bridges - Repairs and Overlay | $ - | $ - | $ - | $ - | $ 68,000 |
| Traffic Signals | $ - | $ - | $ - | $ - | $ 1,680,000 |
| **Total Street Maintenance** | $ 10,831,636 | $ 6,054,500 | $ 21,067,000 | $ 13,677,000 | $ 1,748,000 |
| **SWIMMING POOLS DEPARTMENT** | | | | | |
| Hawn Park Sprayground Expansion | $ - | $ - | $ - | $ 300,000 | $ - |
| Splash Expansion - decking, seating, shade structures | $ - | $ - | $ - | $ - | $ 500,000 |
| **Total Swimming Pool Department** | $ - | $ - | $ - | $ 300,000 | $ 500,000 |
| **Total General Services** | $ 16,488,290 | $ 15,140,976 | $ 22,796,500 | $ 14,748,250 | $ 2,789,000 |

* Grant Funded

# UTILITY SERVICES

| PROJECT | FY 2017 Budgeted | FY 2018 Proposed | FY 2019 Proposed | FY 2020 Proposed | FY 2021 Proposed |
|---|---|---|---|---|---|
| AMI System | $ 393,699 | $ 228,459 | $ 231,140 | $ 119,680 | $ - |
| Aeration Basin Upgrade Phase I | $ 240,000 | $ - | $ - | $ - | $ - |
| * CGMA Water | $ 4,000,000 | $ - | $ - | $ - | $ - |
| * Canyon Creek Water | $ 500,000 | $ - | $ - | $ - | $ - |
| * Construct Brine Disposal Line for WTP Expansion | $ 2,000,000 | $ - | $ - | $ - | $ - |
| * Effluent Line - 2016/2017 | $ 5,000,000 | $ - | $ - | $ - | $ - |
| Gallagher Tank Repair | $ 500,000 | $ - | $ - | $ - | $ - |
| * Rehab Two Sludge Thickeners | $ 274,000 | $ - | $ - | $ - | $ - |
| * Sherman Crossroads W/S | $ 1,500,000 | $ - | $ - | $ - | $ - |
| * Swan Ridge Water | $ 400,000 | $ - | $ - | $ - | $ - |
| Water and Sewer Oversizing Costs 2017 | $ 50,000 | $ - | $ - | $ - | $ - |
| * Aeration Basin Upgrade Phase II | $ - | $ 3,620,000 | $ - | $ - | $ - |
| Biological Clarifier Rehabilitation (3 Clarifiers) | $ - | $ 150,000 | $ - | $ - | $ - |
| Repair and Re-paint Fairview Elevated Storage Tank | $ - | $ 1,500,000 | $ - | $ - | $ - |
| Replace Existing Deteriorated Sewer Relief (Sewer D-1) | $ - | $ 350,000 | $ - | $ - | $ - |
| Replace Water Main on Texoma Parkway | $ - | $ 350,000 | $ - | $ - | $ - |
| Water and Sewer Oversizing Costs 2018 | $ - | $ 50,000 | $ - | $ - | $ - |
| Primary Clarifier #1 Rehabilitation | $ - | $ - | $ 200,000 | $ - | $ - |
| Primary Digester #1 and Digester Complex Piping Rehabilitation | $ - | $ - | $ 350,000 | $ - | $ - |
| Refurbish Storage Basin Liners | $ - | $ - | $ 250,000 | $ - | $ - |
| Study Digester Upgrade and Cost Recovery | $ - | $ - | $ 220,000 | $ - | $ - |
| Water and Sewer Oversizing Costs 2019 | $ - | $ - | $ 50,000 | $ - | $ - |
| WWTP/Lab Road and Pavement Repairs | $ - | $ - | $ - | $ 100,000 | $ - |
| WWTP Security Upgrade | $ - | $ - | $ - | $ 150,000 | $ - |
| Water and Sewer Oversizing Costs 2020 | $ - | $ - | $ - | $ 50,000 | $ - |
| Demolish Sludge Drying Beds | $ - | $ - | $ - | $ - | $ 250,000 |
| * Nutrient Removal Process (Phosphorus Only) | $ - | $ - | $ - | $ - | $ 550,000 |
| Odor Abatement Study | $ - | $ - | $ - | $ - | $ 200,000 |
| Water and Sewer Oversizing Costs 2021 | $ - | $ - | $ - | $ - | $ 50,000 |
| **Total Utility Services** | $ 14,857,699 | $ 6,248,459 | $ 1,301,140 | $ 419,680 | $ 1,050,000 |

* GTUA Funded

**RESOLUTION NO.**

**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; 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,** the City Council is charged with providing a five year capital improvement program for the City of Sherman, pursuant to Article V of the Charger of said City and;

**WHEREAS,** the City Manager has provided to the City Council such a program in a timely fashion; and

**WHEREAS,** the City Council met to review said plan on the 1st day of August, 2016, at a regular City Council meeting;

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

**SECTION 1.** That the Five-Year Capital Improvement Program, attached hereto as Exhibit "A" and incorporated herein for all intents and purposes, be and the same is hereby in all things approved and adopted as the Capital Improvement Program of the City of Sherman, Texas.

**SECTION 2.** That the effective date of this resolution shall be the 15th day of August, 2016.

**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 _____, 2016.

**CITY OF SHERMAN, TEXAS**

**BY:** _____
**DAVID PLYLER, MAYOR**



DRAFT

**ATTEST:**

**BY:** _____
**LINDA ASHBY, CITY CLERK**

**APPROVED AS TO FORM**
**AND CONTENT:**

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

DRAFT

# CAPITAL BUDGET
# 2016 - 2021

# GENERAL SERVICES
# 2016 - 2021

## GENERAL SERVICES

## CAPITAL BUDGET: 2016-2021

Within the Five-year Capital Improvement Program, the first year, or "activated" year is considered the Capital Budget. Careful analysis of financial ability has been made on all of these projects and fund balances are anticipated for all projects listed. The appropriation ordinance will give initial authorization for the staff to prepare and execute all projects listed for the coming year, barring unforeseen circumstances.

# 2016-2017

# PROJECT YEAR: 2016 - 2017

## MUNICIPAL AIRPORT TERMINAL REPAIR

| | |
|---|---|
| DESCRIPTION: | Repair and remodel the Municipal Airport terminal building, including roof replacement, windows repairs, restrooms upgrading and an asbestos survey. |
| ESTIMATED COST: | $50,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | Repairs and maintenance are necessary for continued optimal use. |
| DEPARTMENT/DIRECTOR: | Director of Engineering and Public Works, Clay Barnett |

## CITY HALL ROOF COATING

| | |
|---|---|
| DESCRIPTION: | Roof coating with poly-glycol material to extend the useful life of the City Hall roof. |
| ESTIMATED COST: | $75,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | Repairs and maintenance are necessary for continued optimal use. |
| DEPARTMENT/DIRECTOR: | Director of Community and Support Services, Steve Ayers |

# PROJECT YEAR: 2016 - 2017

## MUNICIPAL BUILDING GUTTER REPAIRS

| | |
|---|---|
| DESCRIPTION: | Replacing copper guttering and cast stone repairs. |
| ESTIMATED COST: | $60,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | This is necessary repair and maintenance. Seams do not have integrity and cast stone areas have been damaged. |
| DEPARTMENT/DIRECTOR: | Director of Community and Support Services, Steve Ayers |

## MUNICIPAL BUILDING ROOF REPLACEMENT

| | |
|---|---|
| DESCRIPTION: | Replace existing composition roof. |
| ESTIMATED COST: | $91,840 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | Roof has sustained wind damage and additional damage from foot traffic, caused during previous guttering repair projects. Building Maintenance recommends new roof. |
| DEPARTMENT/DIRECTOR: | Director of Community and Support Services, Steve Ayers |

# PROJECT YEAR: 2016 - 2017

## SOLID WASTE DEPARTMENT ROOF REPAIRS

| | |
|---|---|
| DESCRIPTION: | Roof repairs and restoration, including covered parking at the Solid Waste Department building. |
| ESTIMATED COST: | $104,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | Structural issues with parapet walls and brick veneer spalling. Necessary repair and maintenance to preserve structural integrity. |
| DEPARTMENT/DIRECTOR: | Director of Community and Support Services, Steve Ayers |

## COMPREHENSIVE THOROUGHFARE PLAN - SECOND QUADRANT

| | |
|---|---|
| DESCRIPTION: | Obtain consultants to prepare the Comprehensive Thoroughfare Plan update by quadrants. |
| ESTIMATED COST: | $25,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | Comprehensive Thoroughfare Plan should be updated every ten years; the last revision was in 2009. Dividing the update into quarters reduces the annual cost. |
| DEPARTMENT/DIRECTOR: | Director of Engineering and Public Works, Clay Barnett |

# PROJECT YEAR: 2016 - 2017

## DOWNTOWN SIDEWALK IMPROVEMENTS

| | |
|---|---|
| DESCRIPTION: | Repair of various sidewalks within the Central Business District. |
| ESTIMATED COST: | $50,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | One of the highest priorities identified in the 2009 Comprehensive Master Plan is to encourage Downtown Development/Revitalization. Sidewalk improvements will encourage this behavior. |
| DEPARTMENT/DIRECTOR: | Director of Engineering and Public Works, Clay Barnett |

## STORM WATER UTILITY FEE STUDY

| | |
|---|---|
| DESCRIPTION: | This study will create a storm water utility fund under the Texas Municipal Drainage Utilities Systems Act (Chapter 552; Subsection C of the Texas Government Code). |
| ESTIMATED COST: | $112,500 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund; Fee is possible funding source. |
| PROJECT NECESSITY: | The Post Oak Creek Flood Protection Plan outlines over $55M in projects needed to reduce flood damage and make streets passable during bad weather. |
| DEPARTMENT/DIRECTOR: | Director of Engineering and Public Works, Clay Barnett |

# PROJECT YEAR: 2016 - 2017

## TRAVIS STREET PROPERTY ACQUISITIONS

| | |
|---|---|
| DESCRIPTION: | Acquire Right-of-Way and relocate utilities on Travis Street as part of General Corridor Improvements. |
| ESTIMATED COST: | $500,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | Traffic volume on this thoroughfare has increased significantly and planning for improvements is required before more growth transpires. |
| DEPARTMENT/DIRECTOR: | Director of Engineering and Public Works, Clay Barnett |

## FIRE STATION #1 ROOF

| | |
|---|---|
| DESCRIPTION: | Replace existing tar and gravel roof with new membrane type roof. |
| ESTIMATED COST: | $200,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | Current roof has been repaired and patched in several places. Current roof leaks into fire administration and sleeping areas. Building Maintenance recommends replacing roof. |
| DEPARTMENT/DIRECTOR: | Fire Chief, Danny Jones |

# PROJECT YEAR: 2016 - 2017

## FIRE STATION #4 RELOCATION

| | |
|---|---|
| DESCRIPTION: | A new fire station site in the southwest quadrant of Sherman. |
| ESTIMATED COST: | $2,725,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | Sales of TX Dot and Old Fire station properties |
| PROJECT NECESSITY: | Due to future redevelopment of the U.S. Highway 75 and F.M. 1417 corner, Fire Station #4 will be relocated. The station site will include Fire Training Field and Fire Administration Offices. |
| DEPARTMENT/DIRECTOR: | Fire Chief, Danny Jones |

## FIRE STATION #5 REMODEL

| | |
|---|---|
| DESCRIPTION: | Remodel bathroom and bedroom areas to meet staffing needs at Fire Station #5. |
| ESTIMATED COST: | $100,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | Built in 1974, Station #5 was designed to house 1 engine and 2 men. Currently, the station houses 4 men, an engine, and an ambulance. Remodel will update shower area, add a toilet and close in the bedrooms. |
| DEPARTMENT/DIRECTOR: | Fire Chief, Danny Jones |

# PROJECT YEAR: 2016 - 2017

## BACKUP SERVERS

| | |
|---|---|
| DESCRIPTION: | Backup servers and files; Police Department, Lab and general City backup included. |
| ESTIMATED COST: | $47,850 |
| ESTIMATED O&M COST: | $10,000 annually (beginning FY 2018) |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | Backing up files is necessary for continuity of data recovery. Without adequate backups, data loss will occur. |
| DEPARTMENT/DIRECTOR: | Information Technology Manager, Shawn Hackworth |

## INCODE ACCOUNTING SOFTWARE - VERSION X

| | |
|---|---|
| DESCRIPTION: | Move Financials, Utility Billing and Municipal Court to Incode version X; FY 2017 estimated costs for Utility Billing conversion. |
| ESTIMATED COST: | $10,000 |
| ESTIMATED O&M COST: | $20,000 annual maintenance costs (beginning FY 2018) |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | Updating to Incode version 10 will improve functionality and efficiency in daily accounting input and reporting across City departments. |
| DEPARTMENT/DIRECTOR: | Information Technology Manager, Shawn Hackworth |

# PROJECT YEAR: 2016 - 2017

## PUBLIC LIBRARY REMODEL

| | |
|---|---|
| DESCRIPTION: | Re-design of current library facility, including major construction and alterations. |
| ESTIMATED COST: | $1,200,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | Current facility is over 40 years in age and in need of significant updating including roof, HVAC, ADA compliance, and technology upgrades. The project is consistent with the Comprehensive Master Plan. |
| DEPARTMENT/DIRECTOR: | Director of Community and Support Services, Steve Ayers |

## PARKS MASTER PLAN UPDATE

| | |
|---|---|
| DESCRIPTION: | Update to the Parks, Recreation and Open Space section of the Sherman Comprehensive Plan. |
| ESTIMATED COST: | $50,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | This project will provide a strategic plan to update the Sherman Comprehensive Plan for future parks and recreational development. |
| DEPARTMENT/DIRECTOR: | Director of Community and Support Services, Steve Ayers |

# PROJECT YEAR: 2016 - 2017

## PECAN GROVE WEST PARK - LAND ACQUISITION

| | |
|---|---|
| DESCRIPTION: | Acquire land at Shady Oaks Lane and Carriage Circle for future development of a Sports Field Expansion. |
| ESTIMATED COST: | $200,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | A primary purpose under the Comprehensive Master Plan is to address current and future needs in providing adequate park areas and facilities. The purchase of this land will provide a site for a future Sports Field Expansion. |
| DEPARTMENT/DIRECTOR: | Director of Community and Support Services, Steve Ayers |

## DISPATCH CONSOLES REPLACEMENT

| | |
|---|---|
| DESCRIPTION: | Purchase and install new consoles for Dispatch. |
| ESTIMATED COST: | $55,464 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | Existing consoles were installed in 2006. The useful life is typically 10 - 12 years. The control boxes and other mechanical features are no longer available from the manufacturer. |
| DEPARTMENT/DIRECTOR: | Police Chief, Otis Henry |

# PROJECT YEAR: 2016 - 2017

## CANYON CREEK DRIVE (SHADY OAKS TO LAMBERTH)

| | |
|---|---|
| DESCRIPTION: | Construct 36' wide concrete street between Shady Oaks and Lamberth Road. |
| ESTIMATED COST: | $1,350,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | Street receives high-volume traffic to and from Pecan Grove West Park. This new construction will address this traffic issue and is part of the 2016 update to the Master Thoroughfare Plan. |
| DEPARTMENT/DIRECTOR: | Director of Engineering and Public Works, Clay Barnett |

## DOWNTOWN STREETSCAPE PHASE II

| | |
|---|---|
| DESCRIPTION: | Construction of 10' shared use path along State Highway 56 from Montgomery Street to Throckmorton. |
| ESTIMATED COST: | $548,218 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund; Partial grant funding |
| PROJECT NECESSITY: | The project will improve pedestrian access between downtown and the residential development east on Hwy 56. The City has received notification of award for a TxDOT TAP grant, with anticipated reimbursement of 80% of cost. |
| DEPARTMENT/DIRECTOR: | Director of Engineering and Public Works, Clay Barnett |

# PROJECT YEAR: 2016 - 2017

## FLOOD MITIGATION - PROPERTY ACQUISITION

| | |
|---|---|
| DESCRIPTION: | Substantial repetitive loss property acquisition. |
| ESTIMATED COST: | $736,418 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund; Partial grant funding |
| PROJECT NECESSITY: | By converting floodplain designated properties to open space, the City is able to implement and sustain cost-effective measures that minimize or negate flood damage. All acquisitions will be voluntarily sold by each owner. FEMA will reimburse approximately 90%. |
| DEPARTMENT/DIRECTOR: | Director of Engineering and Public Works, Clay Barnett |

## FM 1417 PRELIMINARY ENGINEERING (HWY 56 TO HWY 82)

| | |
|---|---|
| DESCRIPTION: | Preliminary Engineering will be done for the expansion of FM 1417 |
| ESTIMATED COST: | $1,600,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | TxDOT will have funding for this project in the future. Completing the Engineering will speed up the process for construction. |
| DEPARTMENT/DIRECTOR: | Director of Engineering and Public Works, Clay Barnett |

# PROJECT YEAR: 2016 - 2017

## FRIENDSHIP ROAD - ROW (HWY 56 TO LAMBERTH ROAD)

| | |
|---|---|
| DESCRIPTION: | Acquire right-of-way property along Friendship Road between State Hwy 56 and Lamberth Road. |
| ESTIMATED COST: | $300,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | Acquisition is directly related to new development in the area and corresponds to right-of-way widths included in the 2016 updates to the Master Thoroughfare Plan. |
| DEPARTMENT/DIRECTOR: | Director of Engineering and Public Works, Clay Barnett |

## LAMBERTH ROAD - ROW (SHADY OAKS TO FRIENDSHIP ROAD)

| | |
|---|---|
| DESCRIPTION: | Acquire right-of-way property along Friendship Road between State Hwy 56 and Lamberth Road. |
| ESTIMATED COST: | $100,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | Acquisition is directly related to new development in the area and corresponds to right-of-way widths included in the 2016 updates to the Master Thoroughfare Plan. |
| DEPARTMENT/DIRECTOR: | Director of Engineering and Public Works, Clay Barnett |

# PROJECT YEAR: 2016 - 2017

## SHERMAN CROSSROADS (OB GRONER/TRAVIS)

| | |
|---|---|
| DESCRIPTION: | Extend Travis Street from proposed Howe Drive extension to US 75. |
| ESTIMATED COST: | $1,075,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | Project is part of the 2016 updated Master Thoroughfare Plan, which recommended a major thoroughfare connecting S. Travis Street and FM 1417. |
| DEPARTMENT/DIRECTOR: | Director of Engineering and Public Works, Clay Barnett |

## SWAN RIDGE CONSTRUCTION (HWY 56 TO QUAIL RUN)

| | |
|---|---|
| DESCRIPTION: | Construct 36' wide concrete street between State Hwy 56 and Quail Run. |
| ESTIMATED COST: | $1,022,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | Project will provide a residential collector street from Hwy 56 to the Preserve Subdivision. |
| DEPARTMENT/DIRECTOR: | Director of Engineering and Public Works, Clay Barnett |

# PROJECT YEAR: 2016 - 2017

## TAYLOR STREET TO HWY 289 RIGHT-OF-WAY

| | |
|---|---|
| DESCRIPTION: | Acquisition of right-of-way and easements necessary to extend Taylor Street to Hwy 289. |
| ESTIMATED COST: | $1,000,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | Acquiring right-of-way ahead of construction will help to control development and construction costs. Project is part of the 2016 updated Master Thoroughfare Plan. |
| DEPARTMENT/DIRECTOR: | Director of Engineering and Public Works, Clay Barnett |

## TAYLOR STREET ROUNDABOUT CONSTRUCTION

| | |
|---|---|
| DESCRIPTION: | Construct roundabout along Taylor Street between FM 1417 and Grant Street. |
| ESTIMATED COST: | $2,600,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | Project is part of the 2016 updated Master Thoroughfare Plan, which recommended a major thoroughfare between SH 289 and FM 1417. This project is one of the initial steps involved in the process. |
| DEPARTMENT/DIRECTOR: | Director of Engineering and Public Works, Clay Barnett |

# PROJECT YEAR: 2016 - 2017

## BRIDGE EROSION AND OVERLAYS - TRAVIS/CENTER/MCGEE

| | |
|---|---|
| DESCRIPTION: | **Repair erosion damage and overlay the bridge deck on the S. Travis Street, Center Street and McGee Street bridges.** |
| ESTIMATED COST: | **$500,000** |
| ESTIMATED O&M COST: | **N/A** |
| PROPOSED FINANCING: | **General Improvement Fund** |
| PROJECT NECESSITY: | **These bridges were identified in the 2012 Bridge Inventory, Inspection, and Appraisal Program as needing repair.** |
| DEPARTMENT/DIRECTOR: | **Director of Engineering and Public Works, Clay Barnett** |

# 2017-2018

# PROJECT YEAR: 2017 - 2018

## MUNICIPAL AIRPORT RUNWAY, TAXI AND APRON REHABILITATION

| | |
|---|---|
| DESCRIPTION: | Rehabilitate the municipal airport runway, taxiway and all aprons. Total cost is $1,709,537. Grant funds, in the amount of $1,538,583, are anticipated from the Texas Department of Transportation (TxDOT). |
| ESTIMATED COST: | $171,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | This project will address necessary repairs and maintenance to lighting, markings and surfaces. |
| DEPARTMENT/DIRECTOR: | Director of Engineering and Public Works, Clay Barnett |

## MUNICIPAL AIRPORT BUILDINGS PAINTING AND ROOF REPAIRS

| | |
|---|---|
| DESCRIPTION: | Painting the Municipal Airport terminal building, all aircraft hangars and beacon tower; Repairs to the mechanic shop building roof. |
| ESTIMATED COST: | $50,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund; $50,000 anticipated in Texas Department of Transportation (TxDOT) grant funds. |
| PROJECT NECESSITY: | Repairs and maintenance are necessary for continued optimal use. |
| DEPARTMENT/DIRECTOR: | Director of Engineering and Public Works, Clay Barnett |

# PROJECT YEAR: 2017 - 2018

## MUNICIPAL BUILDING WINDOWS - PHASE 1

| | |
|---|---|
| DESCRIPTION: | Replace existing windows on the office side of the Municipal Building to match windows installed during the second floor remodel of Human Resources. |
| ESTIMATED COST: | $51,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | Will update windows to energy-efficient models in two phases, FY 2018 and FY 2020. |
| DEPARTMENT/DIRECTOR: | Director of Community and Support Services, Steve Ayers |

## POLICE DEPARTMENT ROOF RESTORATION

| | |
|---|---|
| DESCRIPTION: | Remove and replace roofing membrane on the Police Department building. |
| ESTIMATED COST: | $57,176 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | Necessary repairs to prolong life of the facility; anticipated 20-year warranty. |
| DEPARTMENT/DIRECTOR: | Director of Community and Support Services, Steve Ayers |

# PROJECT YEAR: 2017 - 2018

## STREET DEPARTMENT ROOF REPLACEMENT

| | |
|---|---|
| DESCRIPTION: | Replace Street Department office building roof; to include sign shop and equipment parking. |
| ESTIMATED COST: | $52,300 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | These are necessary repairs and maintenance. |
| DEPARTMENT/DIRECTOR: | Director of Engineering and Public Works, Clay Barnett |

## COMPREHENSIVE THOROUGHFARE PLAN - THIRD QUADRANT

| | |
|---|---|
| DESCRIPTION: | Obtain consultants to prepare the Comprehensive Thoroughfare Plan update by quadrants. |
| ESTIMATED COST: | $25,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | Comprehensive Thoroughfare Plan should be updated every ten years; the last revision was in 2009. Dividing the update into quarters reduces the annual cost. |
| DEPARTMENT/DIRECTOR: | Director of Engineering and Public Works, Clay Barnett |

# PROJECT YEAR: 2017 - 2018

## DOWNTOWN SIDEWALK IMPROVEMENTS

| | |
|---|---|
| DESCRIPTION: | Repair of various sidewalks within the Central Business District. |
| ESTIMATED COST: | $50,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | One of the highest priorities identified in the 2009 Comprehensive Master Plan is to encourage Downtown Development/Revitalization. Sidewalk improvements will encourage this behavior. |
| DEPARTMENT/DIRECTOR: | Director of Engineering and Public Works, Clay Barnett |

## FIRE STATION #5 RELOCATION

| | |
|---|---|
| DESCRIPTION: | A new fire station site in the northeast quadrant of Sherman. |
| ESTIMATED COST: | $3,500,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | The Fire Station master plan supports moving Fire Station #5 south and west approximately one (1) mile to better serve the Towne Center, Woodmont and development along US Highway 82. |
| DEPARTMENT/DIRECTOR: | Fire Chief, Danny Jones |

# PROJECT YEAR: 2017 - 2018

## FIRE STATION #6 CONSTRUCTION

| | |
|---|---|
| DESCRIPTION: | Construction of a new fire station site in West Sherman. |
| ESTIMATED COST: | $4,500,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | The Fire Station master plan supports adding a new Fire Station in the west portion of Sherman, to accommodate grown towards State Highway 289. |
| DEPARTMENT/DIRECTOR: | Fire Chief, Danny Jones |

## FIRE SCBA EQUIPMENT REPLACEMENT

| | |
|---|---|
| DESCRIPTION: | Begin replacement of all Self-Contained Breathing Apparatus (SCBA) currently used by the Fire Department. |
| ESTIMATED COST: | $200,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | All SCBA units required to meet NFPA standards by 2023. Current models with the Fire Department will be obsolete and need to be replaced. |
| DEPARTMENT/DIRECTOR: | Fire Chief, Danny Jones |

# PROJECT YEAR: 2017 - 2018

## ELY PARK PLAYGROUND UPDATES

| | |
|---|---|
| DESCRIPTION: | Install new playground equipment. |
| ESTIMATED COST: | $80,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | Updates will improved the safety standards for the playground equipment. |
| DEPARTMENT/DIRECTOR: | Director of Community and Support Services, Steve Ayers |

## HAWN PARK PRACTICE FIELD LIGHTING

| | |
|---|---|
| DESCRIPTION: | Construct lighting for two (2) practice fields at Hawn Park. |
| ESTIMATED COST: | $200,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | Currently, Hawn Park is without lighted practice fields; practice field lighting will allow for evening hours usage. |
| DEPARTMENT/DIRECTOR: | Director of Community and Support Services, Steve Ayers |

# PROJECT YEAR: 2017 - 2018

## MARTIN LUTHER KING PARK RESTROOM

| | |
|---|---|
| DESCRIPTION: | Pre-fabricated restroom at Martin Luther King Park. |
| ESTIMATED COST: | $150,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | Existing restroom in need of replacement. |
| DEPARTMENT/DIRECTOR: | Director of Community and Support Services, Steve Ayers |

## SHERMAN CROSSROADS (HOWE DRIVE)

| | |
|---|---|
| DESCRIPTION: | Construction to extend Howe Drive from FM 1417 to Travis Street. |
| ESTIMATED COST: | $1,200,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | Project is part of the 2016 updated Master Thoroughfare Plan, which recommended a major thoroughfare connecting S. Travis Street and FM 1417. |
| DEPARTMENT/DIRECTOR: | Director of Engineering and Public Works, Clay Barnett |

# PROJECT YEAR: 2017 - 2018

## SITE IMPROVEMENTS FOR TRAFFIC OPS AND STREET MAINTENANCE

| | |
|---|---|
| DESCRIPTION: | Building and site improvements include expanding covered material storage, addition of a Sign and Signal shop, warehouse, and covered parking; Additionally, repairs and remodeling to breakroom/restroom buildings. |
| ESTIMATED COST: | $562,500 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | Addition of Traffic Operations department, wear and tear to breakroom/restroom flooring, and no covered parking. |
| DEPARTMENT/DIRECTOR: | Director of Engineering and Public Works, Clay Barnett |

## FM 1417 EXPANSION - HOUSTON STREET TO TAYLOR STREET

| | |
|---|---|
| DESCRIPTION: | Begin construction to expand FM 1417 to multiple lanes from Houston Street to Taylor Street. |
| ESTIMATED COST: | $270,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | Expansion is part of the 2016 updated Master Thoroughfare Plan. Engineering design will allow for a partnership with TxDOT, including shared funding costs; estimated costs for City reflects matching construction costs (10%). |
| DEPARTMENT/DIRECTOR: | Director of Engineering and Public Works, Clay Barnett |

# PROJECT YEAR: 2017 - 2018

## FM 1417 EXPANSION - TAYLOR STREET TO US 82

| | |
|---|---|
| DESCRIPTION: | Engineering design to expand FM 1417 to multiple lanes from Taylor Street to US 82. |
| ESTIMATED COST: | $780,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | Expansion is part of the 2016 updated Master Thoroughfare Plan. Engineering design will allow for a partnership with TxDOT, including shared funding. |
| DEPARTMENT/DIRECTOR: | Director of Engineering and Public Works, Clay Barnett |

## FRIENDSHIP ROAD EXPANSION - HWY 56 TO LAMBERTH ROAD

| | |
|---|---|
| DESCRIPTION: | Engineering design to expand and extend Friendship Road from Hwy 56 to Lamberth Road. |
| ESTIMATED COST: | $1,600,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | This design will assist in the areas of development in West Sherman. The 2016 updated Master Thoroughfare Plan recommended a major thoroughfare between Hwy 56 and US 82. |
| DEPARTMENT/DIRECTOR: | Director of Engineering and Public Works, Clay Barnett |

# PROJECT YEAR: 2017 - 2018

## LAMBERTH ROAD EXPANSION - SHADY OAKS TO FRIENDSHIP ROAD

| | |
|---|---|
| DESCRIPTION: | Engineering design to expand and extend Lamberth Road from Shady Oaks to Friendship Road. |
| ESTIMATED COST: | $450,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | This design will assist in the areas of development in West Sherman. The 2016 updated Master Thoroughfare Plan recommended a major thoroughfare between FM 1417 and SH 289. |
| DEPARTMENT/DIRECTOR: | Director of Engineering and Public Works, Clay Barnett |

## BRIDGE REPAIRS - TAYLOR ST. AND WASHINGTON ST. BRIDGES

| | |
|---|---|
| DESCRIPTION: | Repair erosion damage and overlay the bridge deck on the W. Taylor Street bridge and W. Washington Street bridge. |
| ESTIMATED COST: | $92,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | These bridges were identified in the 2012 Bridge Inventory, Inspection, and Appraisal Program as needing repair. |
| DEPARTMENT/DIRECTOR: | Director of Engineering and Public Works, Clay Barnett |

# PROJECT YEAR: 2017 - 2018

## TAYLOR STREET EXPANSION - LITTLE LANE TO WASHINGTON STREET

| | |
|---|---|
| DESCRIPTION: | **Engineering design to extend Taylor Street from Little Lane to Washington Street.** |
| ESTIMATED COST: | **$1,100,000** |
| ESTIMATED O&M COST: | **N/A** |
| PROPOSED FINANCING: | **General Improvement Fund** |
| PROJECT NECESSITY: | **This design will assist in the areas of development in West Sherman. The 2016 updated Master Thoroughfare Plan recommended a major thoroughfare between FM 1417 and SH 289.** |
| DEPARTMENT/DIRECTOR: | **Director of Engineering and Public Works, Clay Barnett** |

# 2018-2019

# PROJECT YEAR: 2018 - 2019

## MUNICIPAL AIRPORT ROOF REPAIRS TO NORTH AND SOUTH HANGARS

| | |
|---|---|
| DESCRIPTION: | Repair the roofs of the Municipal Airport north and south hangars. |
| ESTIMATED COST: | $50,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund; $50,000 anticipated in Texas Department of Transportation (TxDOT) grant funds. |
| PROJECT NECESSITY: | This is necessary repair and maintenance. |
| DEPARTMENT/DIRECTOR: | Director of Engineering and Public Works, Clay Barnett |

## COMPREHENSIVE THOROUGHFARE PLAN - SOUTHEAST QUADRANT

| | |
|---|---|
| DESCRIPTION: | Obtain consultants to prepare the Comprehensive Thoroughfare Plan update by quadrants. |
| ESTIMATED COST: | $30,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | Comprehensive Thoroughfare Plan should be updated every ten years; the last revision was in 2009. Dividing the update into quarters reduces the annual cost. |
| DEPARTMENT/DIRECTOR: | Director of Engineering and Public Works, Clay Barnett |

# PROJECT YEAR: 2018 - 2019

## DOWNTOWN SIDEWALK IMPROVEMENTS

| | |
|---|---|
| DESCRIPTION: | Repair of various sidewalks within the Central Business District. |
| ESTIMATED COST: | $50,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | One of the highest priorities identified in the 2009 Comprehensive Master Plan is to encourage Downtown Development/Revitalization. Sidewalk improvements will encourage this behavior. |
| DEPARTMENT/DIRECTOR: | Director of Engineering and Public Works, Clay Barnett |

## ARCHER DRIVE PROPERTY ACQUISITION

| | |
|---|---|
| DESCRIPTION: | Acquisition of property at Archer Drive. |
| ESTIMATED COST: | $1,059,500 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund; Grant funds in the amount of $3,178,500 are anticipated from FEMA. Total cost is $4,237,500. |
| PROJECT NECESSITY: | Acquisition of properties are identified in the Post Oak Creek Flood Protection Plan as needed in order to mitigate flood damage in the City of Sherman. |
| DEPARTMENT/DIRECTOR: | Director of Engineering and Public Works, Clay Barnett |

# PROJECT YEAR: 2018 - 2019

## CHOCTAW CREEK ACCESS EASEMENT ACQUISITIONS

| | |
|---|---|
| DESCRIPTION: | Acquire access easements for Choctaw Creek Site 8A and Choctaw Creek Site 10A (Pickens Dam). |
| ESTIMATED COST: | $15,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | The Emergency Action Plan for these dams recommends acquiring easements in order to access the dams during emergency situations. |
| DEPARTMENT/DIRECTOR: | Director of Engineering and Public Works, Clay Barnett |

## FIRE SCBA EQUIPMENT REPLACEMENT

| | |
|---|---|
| DESCRIPTION: | Continue replacement of all Self-Contained Breathing Apparatus (SCBA) currently used by the Fire Department. |
| ESTIMATED COST: | $200,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | All SCBA units required to meet NFPA standards by 2023. Current models with the Fire Department will be obsolete and need to be replaced. |
| DEPARTMENT/DIRECTOR: | Fire Chief, Danny Jones |

# PROJECT YEAR: 2018 - 2019

## HAWN PARK PAVILION

| | |
|---|---|
| DESCRIPTION: | Construct new pavilion at Hawn Park. |
| ESTIMATED COST: | $75,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | Increase public activities at Hawn Park suggest the need for more facilities. Historically, this is the most reserved pavilion. The new pavilion would be larger and allow gatherings of increased size. |
| DEPARTMENT/DIRECTOR: | Director of Community and Support Services, Steve Ayers |

## BAKER PARK GROUP PAVILION

| | |
|---|---|
| DESCRIPTION: | Construct new pavilion at Baker Park. |
| ESTIMATED COST: | $75,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | Increased public activities at Baker Park suggest the need for more facilities. Currently, there are no large pavilions at this park, thereby limiting family gatherings. |
| DEPARTMENT/DIRECTOR: | Director of Community and Support Services, Steve Ayers |

# PROJECT YEAR: 2018 - 2019

## ROSEDALE PARK RESTROOM

| | |
|---|---|
| DESCRIPTION: | Pre-fabricated restroom at Rosedale Park. |
| ESTIMATED COST: | $150,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | During seasonal sporting events, the City currently rents portable restrooms. This project would provide restroom facilities at Rosedale Park. |
| DEPARTMENT/DIRECTOR: | Director of Community and Support Services, Steve Ayers |

## POLICE DEPARTMENT AIR CONDITIONING UNIT REPLACEMENTS

| | |
|---|---|
| DESCRIPTION: | Replace three (3) roof air conditioning units on the Police Department building roof. |
| ESTIMATED COST: | $25,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | These AC units are nearing their life expectancy. To maintain efficiency, replacements will be installed over a three-year period (FY 2019 thru 2021). |
| DEPARTMENT/DIRECTOR: | Police Chief, Otis Henry |

# PROJECT YEAR: 2018 - 2019

## SHERMAN CROSSROADS (OB GRONER/TRAVIS)

| | |
|---|---|
| DESCRIPTION: | Extend Travis Street from proposed Howe Drive extension to US 75. |
| ESTIMATED COST: | $5,000,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | Project is part of the 2016 updated Master Thoroughfare Plan, which recommended a major thoroughfare connecting S. Travis Street and FM 1417. |
| DEPARTMENT/DIRECTOR: | Director of Engineering and Public Works, Clay Barnett |

## FM 1417 CONSTRUCTION - HOUSTON STREET TO TAYLOR STREET

| | |
|---|---|
| DESCRIPTION: | Continue construction to expand FM 1417 to multiple lanes from Houston Street to Taylor Street. |
| ESTIMATED COST: | $280,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | Expansion is part of the 2016 updated Master Thoroughfare Plan. Engineering design will allow for a partnership with TxDOT, including shared funding costs; estimated costs for City reflects matching construction costs (10%). |
| DEPARTMENT/DIRECTOR: | Director of Engineering and Public Works, Clay Barnett |

# PROJECT YEAR: 2018 - 2019

## FRIENDSHIP ROAD EXPANSION - HWY 56 TO LAMBERTH ROAD

| | |
|---|---|
| DESCRIPTION: | Construction to expand and extend Friendship Road from Hwy 56 to Lamberth Road. |
| ESTIMATED COST: | $4,700,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | This road expansion will assist with development in the area. The 2016 updated Master Thoroughfare Plan recommended a major thoroughfare between Hwy 56 and US 82. |
| DEPARTMENT/DIRECTOR: | Director of Engineering and Public Works, Clay Barnett |

## LAMBERTH ROAD EXPANSION - SHADY OAKS TO FRIENDSHIP ROAD

| | |
|---|---|
| DESCRIPTION: | Construction to expand and extend North Lamberth Road from Shady Oaks to Friendship Road. |
| ESTIMATED COST: | $3,000,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | This road expansion will assist with development in the area. The 2016 updated Master Thoroughfare Plan recommended a major thoroughfare between FM 1417 and SH 289. |
| DEPARTMENT/DIRECTOR: | Director of Engineering and Public Works, Clay Barnett |

# PROJECT YEAR: 2018 - 2019

## CENTER STREET AND LAMBERTH ROAD BRIDGE REPAIR

| | |
|---|---|
| DESCRIPTION: | Repair erosion damage and bridge deck overlay on the Center St. at Sand Creek bridge and Lamberth Road bridge. |
| ESTIMATED COST: | $87,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | These bridges were identified as needing repair in the 2012 Bridge Inventory, Inspection and Appraisal Program. |
| DEPARTMENT/DIRECTOR: | Director of Engineering and Public Works, Clay Barnett |

## TAYLOR STREET EXPANSION - LITTLE LANE TO WASHINGTON STREET

| | |
|---|---|
| DESCRIPTION: | Construction to extend Taylor Street from Little Lane to Washington Street. |
| ESTIMATED COST: | $7,000,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | This road expansion will assist with development in the area. The 2016 updated Master Thoroughfare Plan recommended a major thoroughfare between FM 1417 and SH 289. |
| DEPARTMENT/DIRECTOR: | Director of Engineering and Public Works, Clay Barnett |

# PROJECT YEAR: 2018 - 2019

## TAYLOR ST EXPANSION - WASHINGTON ST. TO HWY 289 ENGINEERING

| | |
|---|---|
| DESCRIPTION: | **Engineering design to extend and expand Taylor Street from Washington Street to Hwy 289.** |
| ESTIMATED COST: | **$1,000,000** |
| ESTIMATED O&M COST: | **N/A** |
| PROPOSED FINANCING: | **General Improvement Fund** |
| PROJECT NECESSITY: | **This design will assist with development in the area. The 2016 updated Master Thoroughfare Plan recommended a major thoroughfare between FM 1417 and SH 289.** |
| DEPARTMENT/DIRECTOR: | **Director of Engineering and Public Works, Clay Barnett** |

# 2019-2020

# PROJECT YEAR: 2019 - 2020

## MUNICIPAL AIRPORT RUNWAY LIGHTING REPAIRS - PHASE 1

| | |
|---|---|
| DESCRIPTION: | A multi-phase project to upgrade the runway lighting at the Municipal Airport. Grant funds if $50,000 annually are anticipated from the Texas Department of Transportation. |
| ESTIMATED COST: | $50,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund; Grant funds from TxDOT. |
| PROJECT NECESSITY: | Necessary repairs and maintenance. |
| DEPARTMENT/DIRECTOR: | Director of Engineering and Public Works, Clay Barnett |

## MUNICIPAL BUILDING WINDOWS - PHASE II

| | |
|---|---|
| DESCRIPTION: | Replace existing windows on the office side of the Municipal Building to match windows installed during the second floor remodel of Human Resources. |
| ESTIMATED COST: | $50,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | Will update windows to energy-efficient models in two phases, FY 2018 and FY 2020. |
| DEPARTMENT/DIRECTOR: | Director of Community and Support Services, Steve Ayers |

# PROJECT YEAR: 2019 - 2020

## DOWNTOWN SIDEWALK IMPROVEMENTS

| | |
|---|---|
| DESCRIPTION: | Repair of various sidewalks within the Central Business District. |
| ESTIMATED COST: | $50,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | One of the highest priorities identified in the 2009 Comprehensive Master Plan is to encourage Downtown Development/Revitalization. Sidewalk improvements will encourage this behavior. |
| DEPARTMENT/DIRECTOR: | Director of Engineering and Public Works, Clay Barnett |

## ARCHER DRIVE DETENTION POND CONSTRUCTION

| | |
|---|---|
| DESCRIPTION: | Construction of a regional storm water detention facility at Post Oak Creek near the intersection of Archer Drive and Crescent Drive. Total cost is $857,000, with $642,750 in grant funds anticipated. |
| ESTIMATED COST: | $214,250 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | Identified in the Post Oak Creek Flood Protection Plan, the construction of this detention facility will address flooding. |
| DEPARTMENT/DIRECTOR: | Director of Engineering and Public Works, Clay Barnett |

# PROJECT YEAR: 2019 - 2020

## PROPERTY ACQUISITION - SAM RAYBURN AND CONTEMPORARY ST

| | |
|---|---|
| DESCRIPTION: | Acquire properties at S. Sam Rayburn Freeway and Contemporary Street. Total cost is $288,000, with $216,000 in grant funds anticipated. |
| ESTIMATED COST: | $72,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | Identified in the Post Oak Creek Flood Protection Plan, the the acquisition of these properties will address flooding. |
| DEPARTMENT/DIRECTOR: | Director of Engineering and Public Works, Clay Barnett |

## FIRE SCBA EQUIPMENT REPLACEMENT

| | |
|---|---|
| DESCRIPTION: | Complete replacement of all Self-Contained Breathing Apparatus (SCBA) currently used by the Fire Department. |
| ESTIMATED COST: | $200,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | All SCBA units required to meet NFPA standards by 2023. Current models with the Fire Department will be obsolete and need to be replaced. |
| DEPARTMENT/DIRECTOR: | Fire Chief, Danny Jones |

# PROJECT YEAR: 2019 - 2020

## ROSEDALE PARK PLAYGROUND UPDATES

| | |
|---|---|
| DESCRIPTION: | Install a modular playground at Rosedale Park. |
| ESTIMATED COST: | $60,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | The addition of a modular playground will address the existing playground equipment, which is extremely dated and separate pieces. |
| DEPARTMENT/DIRECTOR: | Director of Community and Support Services, Steve Ayers |

## ROSEDALE PARK FIELD LIGHTING RENOVATION

| | |
|---|---|
| DESCRIPTION: | Renovate the existing field lighting system at Rosedale Park. |
| ESTIMATED COST: | $50,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | The field lighting system is dilapidated and requires extensive maintenance. |
| DEPARTMENT/DIRECTOR: | Director of Community and Support Services, Steve Ayers |

# PROJECT YEAR: 2019 - 2020

## POLICE DEPARTMENT AIR CONDITIONING UNIT REPLACEMENTS

| | |
|---|---|
| DESCRIPTION: | Replace three (3) roof air conditioning units on the Police Department building roof. |
| ESTIMATED COST: | $25,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | These AC units are nearing their life expectancy. To maintain efficiency, replacements will be installed over a three-year period (FY 2019 thru 2021). |
| DEPARTMENT/DIRECTOR: | Police Chief, Otis Henry |

## FM 1417 CONSTRUCTION - HOUSTON STREET TO TAYLOR STREET

| | |
|---|---|
| DESCRIPTION: | Complete construction to expand FM 1417 to multiple lanes from Houston Street to Taylor Street. |
| ESTIMATED COST: | $400,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | Expansion is part of the 2016 updated Master Thoroughfare Plan. Engineering design will allow for a partnership with TxDOT, including shared funding costs; estimated costs for City reflects matching construction costs (10%). |
| DEPARTMENT/DIRECTOR: | Director of Engineering and Public Works, Clay Barnett |

# PROJECT YEAR: 2019 - 2020

## FRIENDSHIP ROAD CONSTRUCTION - HWY 56 TO LAMBERTH ROAD

| | |
|---|---|
| DESCRIPTION: | Continue construction to expand and extend Friendship Road from Hwy 56 to Lamberth Road. |
| ESTIMATED COST: | $6,200,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | This road expansion will assist with development in the area. The 2016 updated Master Thoroughfare Plan recommended a major thoroughfare between Hwy 56 and US 82. |
| DEPARTMENT/DIRECTOR: | Director of Engineering and Public Works, Clay Barnett |

## TAYLOR ST EXPANSION - WASHINGTON ST. TO HWY 289 CONSTRUCT

| | |
|---|---|
| DESCRIPTION: | Construct to expand and extend Taylor Street from Washington Street to Hwy 289. |
| ESTIMATED COST: | $7,000,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | This road expansion will assist with development in the area. The 2016 updated Master Thoroughfare Plan recommended a major thoroughfare between FM 1417 and SH 289. |
| DEPARTMENT/DIRECTOR: | Director of Engineering and Public Works, Clay Barnett |

# PROJECT YEAR: 2019 - 2020

## HILLCREST STREET AND WOOD STREET BRIDGE REPAIRS

| | |
|---|---|
| DESCRIPTION: | Repair erosion damage and bridge deck overlay on the Hillcrest Street and North Woods bridge. |
| ESTIMATED COST: | $77,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | These bridges were identified as needing repair in the 2012 Bridge Inventory, Inspection and Appraisal Program. |
| DEPARTMENT/DIRECTOR: | Director of Engineering and Public Works, Clay Barnett |

## HAWN PARK SPRAYGROUND EXPANSION

| | |
|---|---|
| DESCRIPTION: | Expand the existing sprayground at Hawn Park. |
| ESTIMATED COST: | $300,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | The current usage is overwhelming for the current sprayground. This expansion project will potentially double the current capacity. |
| DEPARTMENT/DIRECTOR: | Director of Community and Support Services, Steve Ayers |

# 2020-2021

# PROJECT YEAR: 2020 - 2021

## MUNICIPAL AIRPORT RUNWAY LIGHTING REPAIRS - PHASE II

| | |
|---|---|
| DESCRIPTION: | A multi-phase project to upgrade the runway lighting at the Municipal Airport. Grant funds if $50,000 annually are anticipated from the Texas Department of Transportation. |
| ESTIMATED COST: | $50,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund; Grant funds from TxDOT. |
| PROJECT NECESSITY: | Necessary repairs and maintenance. |
| DEPARTMENT/DIRECTOR: | Director of Engineering and Public Works, Clay Barnett |

## DOWNTOWN SIDWALK IMPROVEMENTS

| | |
|---|---|
| DESCRIPTION: | Repair of various sidewalks within the Central Business District. |
| ESTIMATED COST: | $50,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | One of the highest priorities identified in the 2009 Comprehensive Master Plan is to encourage Downtown Development/Revitalization. Sidewalk improvements will encourage this behavior. |
| DEPARTMENT/DIRECTOR: | Director of Engineering and Public Works, Clay Barnett |

# PROJECT YEAR: 2020 - 2021

## REPETITIVE LOSS PROPERTY ACQUISITION

| | |
|---|---|
| DESCRIPTION: | Acquisition of floodplain property that has a history of repetitive flood loss. |
| ESTIMATED COST: | $216,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | Acquisition of these properties is identified in the Post Oak Creek Flood Protection Plan for flood mitigation. Total cost is $643,000. Grant funds of $643,000 are anticipated. |
| DEPARTMENT/DIRECTOR: | Director of Engineering and Public Works, Clay Barnett |

## HILLCREST PARK RENOVATION

| | |
|---|---|
| DESCRIPTION: | Install new playground equipment at Hillcrest Park. |
| ESTIMATED COST: | $150,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | Necessary replacement of dated equipment for which most replacement parts are no longer available. |
| DEPARTMENT/DIRECTOR: | Director of Community and Support Services, Steve Ayers |

# PROJECT YEAR: 2020 - 2021

## FAIRVIEW PARK PAVILIONS RENOVATION

| | |
|---|---|
| DESCRIPTION: | Renovation of existing pavilions at Fairview Park; additionally, add one new pavilion. |
| ESTIMATED COST: | $50,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | Renovations are necessary to accommodate increase park usage. |
| DEPARTMENT/DIRECTOR: | Director of Community and Support Services, Steve Ayers |

## POLICE DEPARTMENT AIR CONDITIONING UNIT REPLACEMENTS

| | |
|---|---|
| DESCRIPTION: | Replace three (3) roof air conditioning units on the Police Department building roof. |
| ESTIMATED COST: | $25,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | These AC units are nearing their life expectancy. To maintain efficiency, replacements will be installed over a three-year period (FY 2019 thru 2021). |
| DEPARTMENT/DIRECTOR: | Police Chief, Otis Henry |

# PROJECT YEAR: 2020 - 2021

## RICKETTS, CENTENNIAL, PECAN AND BLUE FLAME BRIDGE REPAIRS

| | |
|---|---|
| DESCRIPTION: | Repair erosion damage and bridge deck overlay on the N. Ricketts Street, Centennial Street, W. Pecan Street, and Blue Flame Road bridges. |
| ESTIMATED COST: | $68,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | These bridges were identified as needing repair in the 2012 Bridge Inventory, Inspection and Appraisal Program. |
| DEPARTMENT/DIRECTOR: | Director of Engineering and Public Works, Clay Barnett |

## TRAFFIC SIGNALS

| | |
|---|---|
| DESCRIPTION: | Purchase traffic signals from TxDOT. |
| ESTIMATED COST: | $1,680,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | General Improvement Fund |
| PROJECT NECESSITY: | Acquiring traffic signals from TxDOT will allow the City to modernize the signal system. |
| DEPARTMENT/DIRECTOR: | Director of Engineering and Public Works, Clay Barnett |

# PROJECT YEAR: 2020 - 2021

## FAIRVIEW PARK SPRAYGROUND ADDITION

| | |
|---|---|
| DESCRIPTION: | **Add sprayground and expand perimeter of the Splash to include a new/expanded deck, benches and shade structures.** |
| ESTIMATED COST: | **$500,000** |
| ESTIMATED O&M COST: | **N/A** |
| PROPOSED FINANCING: | **General Improvement Fund** |
| PROJECT NECESSITY: | **Frequent capacity limitations force many customers to wait in long lines. This project would significantly increase capacity with little additional overhead.** |
| DEPARTMENT/DIRECTOR: | **Director of Community and Support Services, Steve Ayers** |

# UTILITY SERVICES
# 2016 - 2021

## UTILITY SERVICES

## CAPITAL BUDGET: 2016-2021

Within the Five-year Capital Improvement Program, the first year, or "activated" year is considered the Capital Budget. Careful analysis of financial ability has been made on all of these projects and fund balances are anticipated for all projects listed. The appropriation ordinance will give initial authorization for the staff to prepare and execute all projects listed for the coming year, barring unforeseen circumstances.

These are Utility Services Projects, being specifically related to the operation of a Water and Sewer System and having certain types of financing requirements different from those typically used for General Services.

# 2016-2017

# PROJECT YEAR: 2016 - 2017

## AUTOMATED METER INFRASTRUCTURE (AMI) SYSTEM

| | |
|---|---|
| DESCRIPTION: | Begin transition to a fixed network, automated meter infrastructure (AMI) system. |
| ESTIMATED COST: | $393,699 |
| ESTIMATED O&M COST: | $272,699 of the above Estimate Cost will be Installation, Maintenance, and Hosting. |
| PROPOSED FINANCING: | Utility Fund |
| PROJECT NECESSITY: | Automation of daily meter readings will reduce the read-to-bill timeframe from two weeks to one week; thereby, expediting billing and revenue. |
| DEPARTMENT/DIRECTOR: | Customer and Utility Services Manager, Angela Gurley |

## WTP AERATION BASIN UPGRADE - ENGINEERING PHASE

| | |
|---|---|
| DESCRIPTION: | Wastewater Treatment Plant - Phase I. Modify the existing activated sludge aeration system to automate dissolved oxygen control and integrate in the SCADA system. |
| ESTIMATED COST: | $240,000 |
| ESTIMATED O&M COST: | Lower than current manual systems. |
| PROPOSED FINANCING: | Utility Improvement Fund |
| PROJECT NECESSITY: | The changing character of our waste systems and more stringent permits require improved plant performance, which an automated dissolved oxygen system can provide, while saving electrical energy at the same time. |
| DEPARTMENT/DIRECTOR: | Director of Utilities, Mark Gibson |

# PROJECT YEAR: 2016 - 2017

## COLLIN-GRAYSON MUNICIPAL ALLIANCE WATER LINE

| | |
|---|---|
| DESCRIPTION: | Construct an approximately 5-6 mile water line for water transport to South 75 Corridor. |
| ESTIMATED COST: | $4,000,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | Greater Texoma Utility Authority (GTUA) |
| PROJECT NECESSITY: | Project is necessary for the sale of surplus treatment capacity. |
| DEPARTMENT/DIRECTOR: | Director of Utilities, Mark Gibson |

## CANYON CREEK WATER PROJECT

| | |
|---|---|
| DESCRIPTION: | Construct water and sewer line between Shady Oaks and Lamberth Road. |
| ESTIMATED COST: | $500,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | Greater Texoma Utility Authority (GTUA) |
| PROJECT NECESSITY: | The 2016 update to the Master Thoroughfare Plan calls for the construction of a 36' wide concrete street. This project will construct corresponding water and sewer lines along the new street construction. |
| DEPARTMENT/DIRECTOR: | Director of Utilities, Mark Gibson |

# PROJECT YEAR: 2016 - 2017

## BRINE DISPOSAL LINE CONSTRUCTION - WATER TREATMENT PLANT

| | |
|---|---|
| DESCRIPTION: | Obtain permit for brine disposal for water treatment plant expansion and construct first phase of disposal pipeline to Hwy 75 -Hwy 691 intersection. |
| ESTIMATED COST: | $2,000,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | Greater Texoma Utility Authority (GTUA) |
| PROJECT NECESSITY: | Reverse osmosis and microfiltration units contained in the Water Treatment Plant Expansion require disposal of concentrated brine. |
| DEPARTMENT/DIRECTOR: | Director of Utilities, Mark Gibson |

## EFFLUENT LINE

| | |
|---|---|
| DESCRIPTION: | Construct a sewer line that will reclaim effluent to Industrial Park. |
| ESTIMATED COST: | $5,000,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | Greater Texoma Utility Authority (GTUA) |
| PROJECT NECESSITY: | This project is necessary to maintain the water and sewer infrastructure needed for current and future growth. |
| DEPARTMENT/DIRECTOR: | Director of Utilities, Mark Gibson |

# PROJECT YEAR: 2016 - 2017

## GALLAGHER TANK REPAIR

| | |
|---|---|
| DESCRIPTION: | The Gallagher elevated tank requires painting and repairs. |
| ESTIMATED COST: | $500,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | Utility Improvement Fund |
| PROJECT NECESSITY: | The protective coatings on the interior and exterior of the Gallagher elevated tank are at the end of their useful life. |
| DEPARTMENT/DIRECTOR: | Director of Utilities, Mark Gibson |

## SLUDGE THICKENERS REHABILITATION - WWTP

| | |
|---|---|
| DESCRIPTION: | Rehabilitate two (2) sludge thickeners at the Wastewater Treatment Plant. |
| ESTIMATED COST: | $274,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | Greater Texoma Utility Authority (GTUA) |
| PROJECT NECESSITY: | Thickening is a crucial step in reducing the volume of sludge removed from the City's water system. |
| DEPARTMENT/DIRECTOR: | Director of Utilities, Mark Gibson |

# PROJECT YEAR: 2016 - 2017

## CROSSROADS WATER AND SEWER CONSTRUCTION

| | |
|---|---|
| DESCRIPTION: | Construct water and sewer lines along Travis Street extension from US 75 to OB Groner. |
| ESTIMATED COST: | $1,500,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | Greater Texoma Utility Authority (GTUA) |
| PROJECT NECESSITY: | The 2016 update to the Master Thoroughfare Plan calls for the extension of Travis street from US 75 to FM 1417. This project will construct corresponding water and sewer lines along the new street construction. |
| DEPARTMENT/DIRECTOR: | Director of Utilities, Mark Gibson |

## SWAN RIDGE WATER PROJECT

| | |
|---|---|
| DESCRIPTION: | Construct water and sewer lines along upcoming street construction between State Hwy 56 and Quail Run. |
| ESTIMATED COST: | $400,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | Greater Texoma Utility Authority (GTUA) |
| PROJECT NECESSITY: | The 2016 update to the Master Thoroughfare Plan calls for a residential collector street from State Hwy 56. This project will construct corresponding water and sewer lines. |
| DEPARTMENT/DIRECTOR: | Director of Utilities, Mark Gibson |

# PROJECT YEAR: 2016 - 2017

## WATER AND SEWER OVERSIZING COSTS - FISCAL YEAR 2017

| | |
|---|---|
| DESCRIPTION: | **Provide funding for oversizing of water and sewer mains as development occurs.** |
| ESTIMATED COST: | **$50,000** |
| ESTIMATED O&M COST: | **N/A** |
| PROPOSED FINANCING: | **Utility Improvement Fund** |
| PROJECT NECESSITY: | **City participation required to meet costs of oversizing water and sewer mains as development occurs.** |
| DEPARTMENT/DIRECTOR: | **Director of Utilities, Mark Gibson** |

# 2017-2018

# PROJECT YEAR: 2017 - 2018

## AUTOMATED METER INFRASTRUCTURE (AMI) SYSTEM

| | |
|---|---|
| DESCRIPTION: | Continue transition to a fixed network, automated meter infrastructure (AMI) system. |
| ESTIMATED COST: | $228,459 |
| ESTIMATED O&M COST: | $100,479 of the above Estimate Cost will be Installation, Maintenance, and Hosting. |
| PROPOSED FINANCING: | Utility Fund |
| PROJECT NECESSITY: | Automation of daily meter readings will reduce the read-to-bill timeframe from two weeks to one week; thereby, expediting billing and revenue. |
| DEPARTMENT/DIRECTOR: | Customer and Utility Services Manager, Angela Gurley |

## WTP AERATION BASIN UPGRADE - CONSTRUCTION PHASE

| | |
|---|---|
| DESCRIPTION: | Wastewater Treatment Plant - Phase II. Modify the existing activated sludge aeration system to automate dissolved oxygen control and integrate in the SCADA system. |
| ESTIMATED COST: | $3,620,000 |
| ESTIMATED O&M COST: | Lower than current manual systems. |
| PROPOSED FINANCING: | Utility Improvement Fund; GTUA |
| PROJECT NECESSITY: | The changing character of our waste systems and more stringent permits require improved plant performance, which an automated dissolved oxygen system can provide, while saving electrical energy at the same time. |
| DEPARTMENT/DIRECTOR: | Director of Utilities, Mark Gibson |

# PROJECT YEAR: 2017 - 2018

## BIOLOGICAL CLARIFIER REHABILITATION

| | |
|---|---|
| DESCRIPTION: | Rehabilitation of three (3) biological clarifiers at the Wastewater Treatment Plant. |
| ESTIMATED COST: | $150,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | Utility Improvement Fund/GTUA |
| PROJECT NECESSITY: | Necessary for the removal of solids during the treatment process. |
| DEPARTMENT/DIRECTOR: | Director of Utilities, Mark Gibson |

## FAIRVIEW ELEVATED TANK REPAIR

| | |
|---|---|
| DESCRIPTION: | The Fairview elevated tank requires painting and maintenance. |
| ESTIMATED COST: | $1,500,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | Utility Improvement Fund/GTUA |
| PROJECT NECESSITY: | The protective coatings on the interior and exterior of the Fairview elevated tank are at the end of their useful life. |
| DEPARTMENT/DIRECTOR: | Director of Utilities, Mark Gibson |

# PROJECT YEAR: 2017 - 2018

## RELIEF SEWER D-1 REPLACEMENT

| | |
|---|---|
| DESCRIPTION: | Replace 450' of existing 10" and 2,250' of existing 15" clay tile with 2,700' of 24" new main. |
| ESTIMATED COST: | $350,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | Utility Improvement Fund |
| PROJECT NECESSITY: | Existing sewer is deteriorated and has severe infiltration problems. Line needs to be up-sized due to capacity issues. |
| DEPARTMENT/DIRECTOR: | Director of Utilities, Mark Gibson |

## TEXOMA PARKWAY WATER MAIN REPLACEMENT

| | |
|---|---|
| DESCRIPTION: | Replace 3,500' of 12" water main on the west side of Texoma Parkway, between Loy Lake Road and US Highway 82. |
| ESTIMATED COST: | $350,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | Utility Improvement Fund |
| PROJECT NECESSITY: | Existing water main has deteriorated, resulting in numerous breaks and service interruptions. |
| DEPARTMENT/DIRECTOR: | Director of Utilities, Mark Gibson |

# PROJECT YEAR: 2017 - 2018

## WATER AND SEWER OVERSIZING COSTS - FY 2018

| | |
|---|---|
| DESCRIPTION: | **Provide funding for oversizing of water and sewer mains as development occurs.** |
| ESTIMATED COST: | **$50,000** |
| ESTIMATED O&M COST: | **N/A** |
| PROPOSED FINANCING: | **Utility Improvement Fund** |
| PROJECT NECESSITY: | **City participation required to meet costs of oversizing water and sewer mains as development occurs.** |
| DEPARTMENT/DIRECTOR: | **Director of Utilities, Mark Gibson** |

# 2019-2020

# PROJECT YEAR: 2018 - 2019

## AUTOMATED METER INFRASTRUCTURE (AMI) SYSTEM

| | |
|---|---|
| DESCRIPTION: | Continue transition to a fixed network, automated meter infrastructure (AMI) system. |
| ESTIMATED COST: | $231,140 |
| ESTIMATED O&M COST: | $108,760 of the above Estimate Cost will be Installation, Maintenance, and Hosting. |
| PROPOSED FINANCING: | Utility Fund |
| PROJECT NECESSITY: | Automation of daily meter readings will reduce the read-to-bill timeframe from two weeks to one week; thereby, expediting billing and revenue. |
| DEPARTMENT/DIRECTOR: | Customer and Utility Services Manager, Angela Gurley |

## PRIMARY CLARIFIER REHABILITATION

| | |
|---|---|
| DESCRIPTION: | Primary clarifier #1 rehabilitation at the Wastewater Treatment Plant |
| ESTIMATED COST: | $200,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | Utility Improvement Fund; GTUA |
| PROJECT NECESSITY: | Necessary for the removal of solids during the treatment process. |
| DEPARTMENT/DIRECTOR: | Director of Utilities, Mark Gibson |

# PROJECT YEAR: 2018 - 2019

## PRIMARY DIGESTER REHABILITATION

| | |
|---|---|
| DESCRIPTION: | Primary digester #1 and digester complex piping rehabilitation at the Wastewater Treatment Plant. |
| ESTIMATED COST: | $350,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | Utility Improvement Fund; GTUA |
| PROJECT NECESSITY: | Necessary for the treatment of sludge before final disposal. |
| DEPARTMENT/DIRECTOR: | Director of Utilities, Mark Gibson |

## REFURBISH STORAGE BASIN LINERS

| | |
|---|---|
| DESCRIPTION: | Refurbish the storage basin liners at the Wastewater Treatment Plant. |
| ESTIMATED COST: | $250,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | Utility Improvement Fund; GTUA |
| PROJECT NECESSITY: | Storage basin liners work to prevent waste from seeping into the ground. Refurbishing will better insure this prevention at the Wastewater Treatment Plant. |
| DEPARTMENT/DIRECTOR: | Director of Utilities, Mark Gibson |

# PROJECT YEAR: 2018 - 2019

## DIGESTER UPGRADE AND COST RECOVERY STUDY

| | |
|---|---|
| DESCRIPTION: | Study the feasibility of upgrading the Wastewater Treatment Plant digester system to enhance gas production for energy recovery. |
| ESTIMATED COST: | $220,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | Utility Improvement Fund |
| PROJECT NECESSITY: | Energy recovery from Sherman's anaerobic digesters has the potential to reduce natural gas costs at the plant. Additional revenues may also be possible from fees paid by waste haulers. This project offers a cost-cutting potential through a "Green Program". |
| DEPARTMENT/DIRECTOR: | Director of Utilities, Mark Gibson |

## WATER AND SEWER OVERSIZING COSTS - FY 2019

| | |
|---|---|
| DESCRIPTION: | Provide funding for oversizing of water and sewer mains as development occurs. |
| ESTIMATED COST: | $50,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | Utility Improvement Fund |
| PROJECT NECESSITY: | City participation required to meet costs of oversizing water and sewer mains as development occurs. |
| DEPARTMENT/DIRECTOR: | Director of Utilities, Mark Gibson |

# 2019-2020

# PROJECT YEAR: 2019 - 2020

## AUTOMATED METER INFRASTRUCTURE (AMI) SYSTEM

| | |
|---|---|
| DESCRIPTION: | Complete transition to a fixed network, automated meter infrastructure (AMI) system. |
| ESTIMATED COST: | $119,680 |
| ESTIMATED O&M COST: | $51,640 of the above Estimate Cost will be Installation, Maintenance, and Hosting. |
| PROPOSED FINANCING: | Utility Fund |
| PROJECT NECESSITY: | Automation of daily meter readings will reduce the read-to-bill timeframe from two weeks to one week; thereby, expediting billing and revenue. |
| DEPARTMENT/DIRECTOR: | Customer and Utility Services Manager, Angela Gurley |

## WASTEWATER TREATMENT PLANT LABORATORY ROAD REPAIR

| | |
|---|---|
| DESCRIPTION: | Road and pavement repairs to the access road to the Laboratory at the Wastewater Treatment Plant. |
| ESTIMATED COST: | $100,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | Utility Improvement Fund |
| PROJECT NECESSITY: | Existing road is failing; customers require adequate access to Laboratory facilities. |
| DEPARTMENT/DIRECTOR: | Director of Utilities, Mark Gibson |

# PROJECT YEAR: 2019 - 2020

## WASTEWATER TREATMENT PLANT SECURITY UPGRADE

| | |
|---|---|
| DESCRIPTION: | Install security protection features at the Wastewater Treatment Plant. |
| ESTIMATED COST: | $150,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | Utility Improvement Fund |
| PROJECT NECESSITY: | Federal rules will require implementation of security upgrade features identified in the Wastewater Treatment Plant Vulnerability Assessment. |
| DEPARTMENT/DIRECTOR: | Director of Utilities, Mark Gibson |

## WATER AND SEWER OVERSIZING COSTS - FY 2020

| | |
|---|---|
| DESCRIPTION: | Provide funding for oversizing of water and sewer mains as development occurs. |
| ESTIMATED COST: | $50,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | Utility Improvement Fund |
| PROJECT NECESSITY: | City participation required to meet costs of oversizing water and sewer mains as development occurs. |
| DEPARTMENT/DIRECTOR: | Director of Utilities, Mark Gibson |

# 2020-2021

# PROJECT YEAR: 2020 - 2021

## DEMOLISH WWTP SLUDGE DRYING BEDS

| | |
|---|---|
| DESCRIPTION: | At the Wastewater Treatment Plant, remove sludge drying beds that are no longer part of the treatment process. |
| ESTIMATED COST: | $250,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | Utility Improvement Fund |
| PROJECT NECESSITY: | Removal of these drying beds could be utilized for future expansions of treatment processes at the Wastewater Treatment Plant. |
| DEPARTMENT/DIRECTOR: | Director of Utilities, Mark Gibson |

## CONSTRUCT WWTP NUTRIENT REMOVAL PROCESS

| | |
|---|---|
| DESCRIPTION: | Construct a system to remove nutrients (phosphorus only) from the Wastewater Treatment Plant. |
| ESTIMATED COST: | $550,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | Utility Improvement Fund |
| PROJECT NECESSITY: | Present wastewater treatment systems will not be able to meet new standards for phosphorus removal. |
| DEPARTMENT/DIRECTOR: | Director of Utilities, Mark Gibson |

# PROJECT YEAR: 2020 - 2021

## WASTEWATER TREATMENT PLANT ODOR ABATEMENT STUDY

| | |
|---|---|
| DESCRIPTION: | Study processes and possible solutions to minimize odors emanating from the Wastewater Treatment Plant. |
| ESTIMATED COST: | $200,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | Utility Improvement Fund |
| PROJECT NECESSITY: | As existing development comes closer to the Wastewater Treatment Plant, the public will require decreases in treatment process odors. |
| DEPARTMENT/DIRECTOR: | Director of Utilities, Mark Gibson |

## WATER AND SEWER OVERSIZING COSTS - FY 2021

| | |
|---|---|
| DESCRIPTION: | Provide funding for oversizing of water and sewer mains as development occurs. |
| ESTIMATED COST: | $50,000 |
| ESTIMATED O&M COST: | N/A |
| PROPOSED FINANCING: | Utility Improvement Fund |
| PROJECT NECESSITY: | City participation required to meet costs of oversizing water and sewer mains as development occurs. |
| DEPARTMENT/DIRECTOR: | Director of Utilities, Mark Gibson |

# CAPITAL FINANCING

## CAPITAL FINANCING

In preparing a capital improvement program, care must be exercised to keep the proposed program within the financial capabilities of the City. To do this requires that consideration be given to existing revenue funds, as well as existing and proposed debt requirement. The main sources of revenue available to the City of Sherman for Capital Improvements at present are: (1) Ad Valorem Taxes, (2) General Fund Revenues, (3) segregated cash reserves, (4) segregated capital funds, (5) Texas Department of Transportation funds, (6) other governmental grants, and (7) private funds.

Ad Valorem Taxes: The form of revenue typically used for General Services Capital Financing is the Ad Valorem Tax. Most often this is used as a covenant of Debt Financing, and the tax is used to pay Debt Service requirements. Other uses of Ad Valorem Tax include the setting aside of a certain percent or amount of tax for "pay-as-you-go" capital financing. The City of Sherman does not currently do this. A history of property taxes for the City of Sherman is noted in Table I.

Debt Service: The City categorizes its debt as General Debt. General Debt is generally supported by Ad Valorem Taxes or Sales Taxes. Table II shows the General Debt Service Requirements. Due to favorable financing considerations, the majority of the city's long-term capital needs are addressed by issuing contractual debt through the Greater Texoma Utility Authority. Table III shows the debt service requirements for this obligation. Possible future bond issues must be considered in light of existing debt in order to minimize potential tax or rate increases.

Segregated Cash Reserves: In the past, unexpended balances of operating funds have been transferred into a segregated cash reserve for the purpose of future capital financing. The General Improvement Fund and the Utility Improvement Fund account for use of these resources.

Private Funds: Funding from developers.

# TABLE I

## ANALYSIS OF ASSESSED VALUATION
## FIVE YEAR PERIOD

| FISCAL YEAR ENDED | REAL PROPERTY ASSESSED VALUE | PERSONAL PROPERTY ASSESSED VALUE | TOTAL |
|---|---|---|---|
| 2012 | $1,557,990,027 | $655,953,950 | $2,213,943,977 |
| 2013 | $1,616,905,689 | $669,015,575 | $2,285,921,264 |
| 2014 | $1,610,876,929 | $646,220,653 | $2,257,097,582 |
| 2015 | $1,704,026,301 | $671,124,549 | $2,375,150,850 |
| 2016 | $1,823,350,651 | $706,697,730 | $2,530,048,381 |

## ANALYSIS OF PROPERTY TAX LEVIES AND COLLECTIONS
## FIVE YEAR PERIOD

| FISCAL YEAR ENDED | TAX LEVY | CURRENT COLLECTIONS | PERCENT COLLECTIONS | PRIOR YEAR COLLECTIONS | TOTAL COLLECTIONS |
|---|---|---|---|---|---|
| 2012 | $7,084,621 | $6,917,705 | 97.64% | $166,916 | $7,084,621 |
| 2013 | $7,314,948 | $7,139,474 | 97.60% | $175,474 | $7,314,948 |
| 2014 | $7,854,700 | $7,737,469 | 98.51% | $117,231 | $7,854,700 |
| 2015 | $8,835,561 | $8,631,000 | 97.68% | $204,561 | $8,835,561 |
| 2016 | $9,411,780 | $9,141,412 | 97.13% | $0 | $9,141,412 |

NOTE: 2016 COLLECTIONS ARE ESTIMATES AT 7-22-2016

# TABLE II

## BOND DEBT SERVICE FUNDS
## STATEMENT OF BONDED INDEBTEDNESS: 2015 - 2016

| DATE | TITLE & PURPOSE | TERM (YEARS) | ORIGINAL ISSUE AMOUNT | RETIRED IN PREVIOUS YEARS | DEBT BALANCE 10/01/2015 |
|---|---|---|---|---|---|
| 2004 | COMBINATION TAX AND TAX INCREMENT REVENUE CERTIFICATES OF OBLIGATION FOR TAX INCREMENT FINANCING ZONE #1 IMPROVEMENTS | 20 | $2,840,000 | $1,220,000 | $1,620,000 |
| 2006 | GENERAL OBLIGATION REFUNDING BONDS FOR REFUNDING CAPITAL IMPROVEMENTS | 25 | $1,605,000 | $335,000 | $1,270,000 |
| 2006 | LAKE TEXOMA WATER RIGHTS | 40 | $3,727,060 | $892,721 | $2,834,339 |
| 2008 | TAX AND WATERWORKS AND SEWER SYSTEM (LIMITED PLEDGE) REVENUE CERTIFICATES OF OBLIGATION FOR STREET & PARK DEVELOPMENT | 20 | $5,000,000 | $1,175,000 | $3,825,000 |
| 2009 | TAX AND WATERWORKS AND SEWER SYSTEM (LIMITED PLEDGE) REVENUE CERTIFICATES OF OBLIGATION FOR STREET & PARK DEVELOPMENT | 20 | $5,000,000 | $1,210,000 | $3,790,000 |
| 2009 | TAX AND WATERWORKS AND SEWER SYSTEM (LIMITED PLEDGE) REVENUE CERTIFICATES OF OBLIGATION FOR STREET & PARK DEVELOPMENT | 20 | $3,500,000 | $740,000 | $2,760,000 |
| 2016 | LIMITED TAX NOTES FOR STREET IMPROVEMENTS | 3 | $1,830,000 | $0 | $1,830,000 |
| 2016 | TAX AND WATERWORKS AND SEWER SYSTEM (LIMITED PLEDGE) REVENUE CERTIFICATES OF OBLIGATION FOR STREET AND PARK DEVELOPMENT AND CITY FACILITIES | 20 | $6,970,000 | $0 | $6,970,000 |

## BOND DEBT SERVICE FUND
## SCHEDULE OF REQUIREMENTS: 2016 - 2023

| FISCAL YEAR ENDING 09/30 | PRINCIPAL | INTEREST | TOTAL |
|---|---|---|---|
| 2016 | $923,954 | $633,455 | $1,557,409 |
| 2017 | $1,397,830 | $822,173 | $2,220,003 |
| 2018 | $1,751,865 | $763,808 | $2,515,673 |
| 2019 | $1,801,067 | $711,903 | $2,512,970 |
| 2020 | $1,860,442 | $657,490 | $2,517,932 |
| 2021 | $1,449,998 | $597,844 | $2,047,842 |
| 2022 | $1,514,742 | $543,188 | $2,057,930 |
| 2023 | $1,579,681 | $485,842 | $2,065,523 |
| TOTAL | $12,279,579 | $5,215,703 | $17,495,282 |

## TABLE III

### CONTRACTUAL DEBT
### 2016 - 2022

| YEAR | PRINCIPAL | INTEREST | TOTAL |
|---|---|---|---|
| 2016 | $4,460,200 | $1,441,226 | $5,901,426 |
| 2017 | $4,539,520 | $1,430,324 | $5,969,844 |
| 2018 | $4,624,920 | $1,352,498 | $5,977,418 |
| 2019 | $4,715,320 | $1,270,989 | $5,986,309 |
| 2020 | $4,830,720 | $1,170,918 | $6,001,638 |
| 2021 | $3,722,200 | $1,062,059 | $4,784,259 |
| 2022 | $3,572,600 | $993,723 | $4,566,323 |
| TOTAL | $30,465,480 | $8,721,737 | $39,187,217 |

# SHERMAN CITY COUNCIL
## Agenda Communication Form

**City Council Regular Meeting** **Agenda Item No. E. 4.**

**Meeting Date:** 08/01/2016

**Prepared By:** Pamela Cloer, Assistant to the City Manager

**Approved By:** Robby Hefton, City Manager

---

**Caption:**

**OTHER BUSINESS**

Consider Calling a Special Meeting of the City Council for Monday, August 29, 2016, for the Purpose of Considering a Real Estate Purchase

**Issue:**

To call a special meeting of the City Council for 12:00 noon on Monday, August 29, 2016 to consider the purchase of real property

**Background:**

City staff has identified land that could be used for future athletic, recreational, and other purposes. Staff has negotiated an option contract to allow the City to study whether or not the land would be suitable for these purposes. The Council action at this proposed meeting would be to execute a second option period to extend the time needed for the City to continue to study this property.

**Origination:**

City Manager Robby Hefton

**Financial Consideration:**

There is no financial impact to scheduling this meeting.

**Staff Recommendation:**

It is recommended that the City Council, by motion and order, call a special City Council meeting for 12:00 noon on Monday, August 29, 2016.

**Alternatives:**

In the alternative, the Council could choose to schedule this meeting for another day of its choosing during the week of August 29th.

---

# SHERMAN CITY COUNCIL
## Agenda Communication Form

**City Council Regular Meeting** **Agenda Item No. E. 5.**

**Meeting Date:** 08/01/2016

**Prepared By:** Pamela Cloer, Assistant to the City Manager

**Approved By:** Robby Hefton, City Manager

---

**Caption:**

**** OTHER BUSINESS***

Consider Calling a Special Meeting of the City Council for Tuesday, September 6, 2016, due to Conflict with a Federal Holiday

**Issue:**

To consider calling a special meeting of the City Council for 5:00 p.m. on Tuesday, September 6, 2016, to make up for the first regular meeting in September, which falls on the Federal Holiday of Labor Day

**Background:**

The City Charter provides that City Council regular meetings shall fall "on the first and third Mondays of each month, excluding holidays, at its discretion." The regular date for the Council's first meeting in September is Monday, September 6th, a Federal Holiday to celebrate Labor Day. This day is an officially recognized holiday for City of Sherman employees and is traditionally respected by not holding regular City Council meetings on this Federal Holiday. While the Charter provision does not require the City Council to meet on a Federal Holiday, neither does it establish a make up date, which would be done by a motion and order with a 72-hour public notice.

**Origination:**

City Manager's Office

**Financial Consideration:**

There is no financial impact to be considered.

**Staff Recommendation:**

It is recommended that the City Council call a special City Council meeting for 5:00 p.m. on Tuesday, September 6th.

**Alternatives:**

No alternative is recommended, since the first meeting in September is necessary in the process to set the property tax rate.

---

# SHERMAN CITY COUNCIL
## Agenda Communication Form

**City Council Regular Meeting** **Agenda Item No. E. 6.**

**Meeting Date:** 08/01/2016

**Prepared By:** Pamela Cloer, Assistant to the City Manager

**Approved By:** Robby Hefton, City Manager

---

**Caption:**

**OTHER BUSINESS**

Consider Scheduling a Joint Meeting of the City Council and the Sherman Economic Development Corporation Board of Directors for 12:00 noon on Thursday, September 15, 2016, to Review and Approve SEDCO's Annual Budget and Work Plan

**Issue:**

To consider scheduling a joint meeting of the City Council and the Sherman Economic Development Corporation (SEDCO) Board of Directors for 12:00 noon on Thursday, September 15, 2016, to review and approve SEDCO's annual budget and work plan

**Background:**

The SEDCO Bylaws require an annual meeting of their Board of Directors with the City Council. Topics for consideration are (1) SEDCO's annual budget and (2) SEDCO's work plan for the upcoming 2016-2017 fiscal year.

**Origination:**

SEDCO President John J. Plotnik, SIOR, CEcD
City Manager Robby Hefton

**Financial Consideration:**

Annual budget for SEDCO after review and consideration by the City Council

**Staff Recommendation:**

It is recommended that the City Council schedule a joint meeting with the SEDCO Board of Directors for 12:00 noon on Thursday, September 15th in the City Council Chambers.

**Alternatives:**

An alternate date, if needed, is Tuesday, September 13, 2016.

---

**Attachments**

SEDCO's Joint Meeting Request

---

SHERMAN
ECONOMIC DEVELOPMENT CORPORATION

July 15, 2016

Mr. David Plyler
Mayor, City of Sherman
220 W. Mulberry St.
Sherman, Texas 75090

Dear Mayor Plyler:

The Bylaws of the Sherman Economic Development Corporation require the organization to present an annual work plan and budget to the Sherman City Council.

Sherman Economic Development Corporation requests a joint meeting of the SEDCO Board of Directors and Sherman City Council to be held at 12:00 noon on either Thursday, September 15 or Tuesday, September 13, 2016 at Sherman City Hall.

At the meeting, SEDCO will present the results of the 2015-16 Plan of Work, the proposed 2016-17 Plan of Work and the proposed budget for 2016-17.

Thank you for your consideration of this request.

Best Regards,

John J. Plotnik
President

SHERMAN ECONOMIC DEVELOPMENT CORPORATION
307 W. WASHINGTON, SUITE 102 - SHERMAN, TX 75090
WWW.SEDCO.ORG

# SHERMAN CITY COUNCIL
## Agenda Communication Form

**City Council Regular Meeting** **Agenda Item No. E. 7.**

**Meeting Date:** 08/01/2016

**Prepared By:** Steve Ayers, Director of Community and Support Services

**Approved By:** Robby Hefton, City Manager

---

**Caption:**

**** OTHER BUSINESS***

Consider Request of the Sherman High School's Band Program to Temporarily Close Certain Streets for the "Band on the Run" 5K and 1 Mile Fun Run on Saturday, March 4, 2017, with a Rain Date of Saturday, March 11, 2017

**Issue:**

The Sherman High School's Band Program will host a "Band on the Run" 5K and 1 Mile Fun Run benefiting the Sherman High School Band on Saturday, March 4, 2017, with a rain date of Saturday, March 11, 2017, and is requesting assistance with street closures and traffic control. The closure of Rusk Street in front of Piner Middle School is also requested.

**Background:**

This will be the third anniversary of the Sherman High School Band Program's "Band on the Run" 5K and 1 Mile Fun Run. This year's event will begin at 8:00 a.m. and will follow the route displayed on the attached map. The event will require traffic control assistance, barricades, and cones from the City of Sherman.

The closure of Rusk Street in front of Piner Middle School from 7:45 a.m. to 9:30 a.m. is also requested. Delivery and pick up of barricades for the closure is requested. Organizers have been reminded that, although Rusk Street will be closed with barricades, accessibility through Rusk Street by emergency and fire vehicles must be maintained at all times throughout the event.

Sherman High School's Band Program is requesting Council approval early in order to allow time for promotion of the event.

**Origination:**

Ryan Jenkins, Director of Bands, Sherman Independent School District

**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 authorize the street closure and necessary traffic control and support to accommodate the event.

**Alternatives:**

As directed by the Council

---

**Attachments**

Request for Assistance Letter

5K and 1 Mile Fun Run Map

Rusk Street Closure Map

---

To Whom it May Concern:

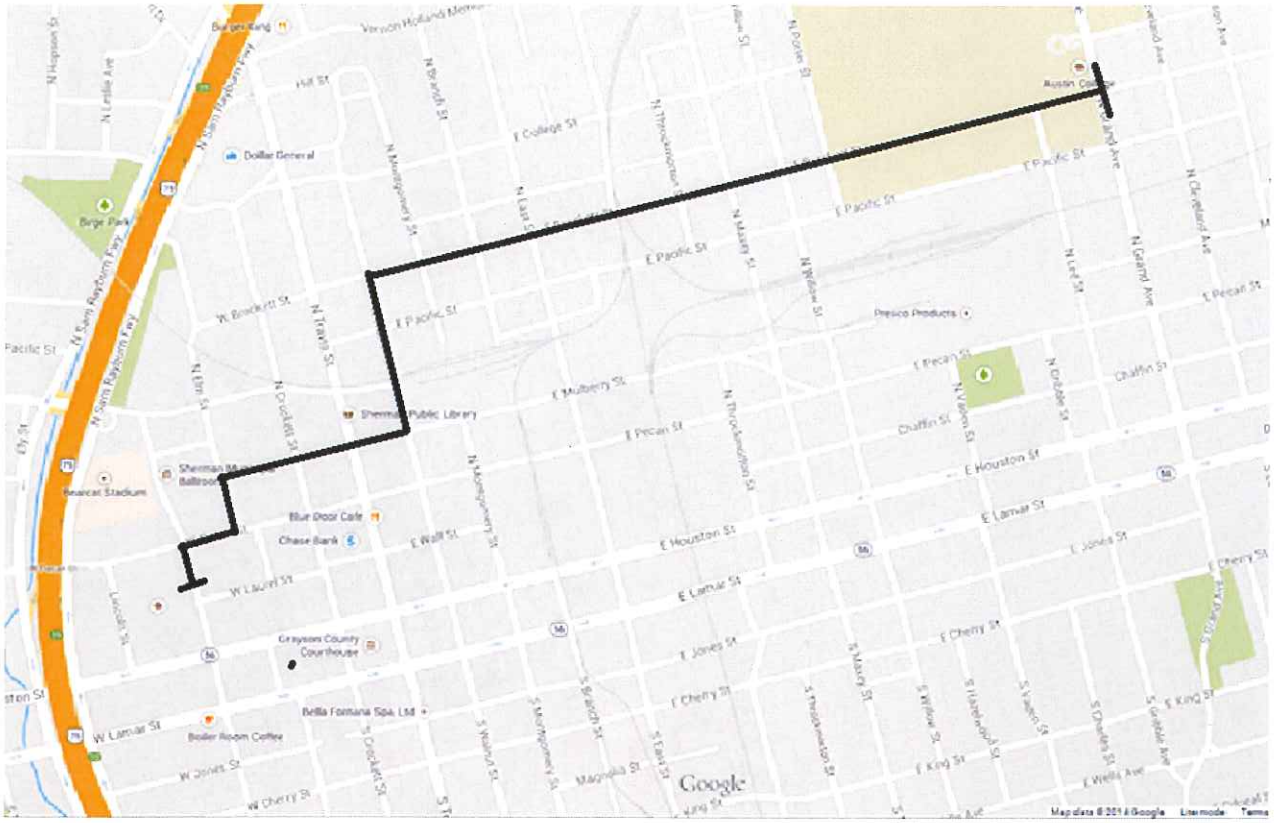
I am writing to request permission to hold a 5K and 1 mile fun run on Saturday, March 4, 2017. This event is being held to support the Sherman High School Band and its students. We are planning to begin the run in front of Piner Middle School where we will use their restrooms, water/electricity hookups and parking lot for tables. The route will begin on N. Rusk St., turn left on W. Pecan, turn left on N. Elm, turn right on W. Mulberry, turn left on N. Walnut, turn right on E. Brockett, turn left on N. Grand, turn around at a specified marker and return via the same route. We would like to have N. Rusk St. closed between Pecan and Houston streets beginning at 7:45-9:30am to keep the runners safe as they gather at the start of the race and at the completion of the race. The race itself would begin at 8:00am. We will provide the runners with water, snacks and fruit although we do not plan to sell any concessions.

Please contact me with any additional questions or concerns. I appreciate your time and the opportunity to bring our event to downtown Sherman.

Sincerely,

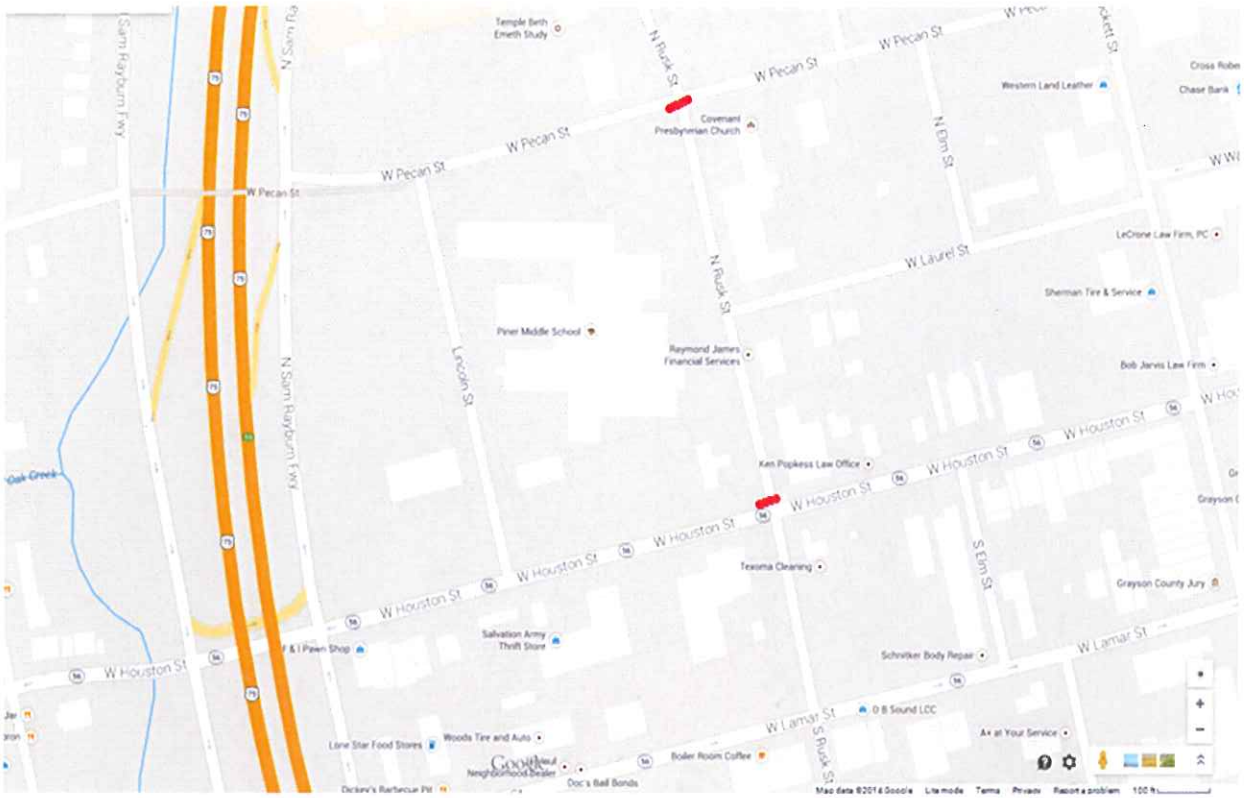
Ryan Jenkins
Director of Bands
Sherman Independent School District
903-891-6456
rjenkins@shermanisd.net

# BAND ON THE RUN 5K AND 1 MILE FUN RUN




**5 K Start**
N. Rusk St.
Turn left on W. Pecan
Turn left on N. Elm
Turn right on W. Mulberry
Turn left on N. Walnut
Turn right on E. Brockett
Stop at N. Grand
*Turn around 5K Marker
Back to Start

# RUSK STREET CLOSURE – BAND ON THE RUN



# SHERMAN CITY COUNCIL
## Agenda Communication Form

**City Council Regular Meeting** **Agenda Item No. H. 1.**

**Meeting Date:** 08/01/2016

**Prepared By:** Linda Ashby, City Clerk

**Approved By:** Robby Hefton, City Manager

---

**Caption:**

**APPOINT/REMOVE OR CONSIDER QUALIFICATIONS TO BOARDS AND COMMISSIONS**

(a) Investment Committee (1)

**Issue:**

Council Member Jason Sofey and former Council Member Tom Watt currently serve on the City's Investment Committee. Their terms expire in November 2016. Council Member Watt has resigned from the City Council to assume the duties of the Grayson County Sheriff. Council Members should consider the appointment of another Council Member to serve on the Investment Committee.

**Background:**

The Investment Committee provides guidance on investment matters for the City and annually approves updates to the Investment Policy and the list of authorized brokers and dealers. The Committee also reviews the Quarterly Investment Reports.

**Origination:**

The appointment originated with the City Clerk's Office.

**Financial Consideration:**

There is no financial consideration.

**Staff Recommendation:**

It is recommended that the City Council consider an appointment to the Investment Committee.

**Alternatives:**

The alternative is to delay the appointment of a member to this Committee.

---

**Attachments**

Roster

Investment Policy

---

# MEMBERSHIP ROSTER

**CITY OF SHERMAN**
**INVESTMENT COMMITTEE**

**LENGTH OF TERMS:**
**Term of Elected Office**

| MEMBER | DISTRICT | TERM BEGINS | TERM EXPIRES | TERMS | MEMBERSHIP REQUIREMENTS |
|---|---|---|---|---|---|
| Jason Sofey | 4 | A 11/20/2012<br>R 11/19/2013<br>R 11/18/2014<br>R 12/8/2015 | 11/2013<br>11/2014<br>11/2015<br>11/2016 | 1<br>2<br>3<br>4 | Council Member |
| Tom Watt | 3 | A 11/19/2013<br>R 11/18/2014<br>R 12/8/2015 | 11/2014<br>11/2015<br>11/2016 | 1<br>2<br>3 | Council Member |
| INVESTMENT COMMITTEE SHALL CONSIST OF THE FOLLOWING CITY OFFICIALS: | | | | | |
| Robby Hefton | | | | NA | City Manager |

**NOTE: Council Member's appointment expires at end of term of elected office.**

**CITY STAFF: Robby Hefton, City Manager**
**Revised 12/8/2015**

**RESOLUTION NO. 6015**

**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 8th day of September, 2015.

**CITY OF SHERMAN, TEXAS**

**BY:** Carolyn S Wacker
**CAROLYN S. WACKER, MAYOR**

**ATTEST:**

**BY:** Linda Ashby
**LINDA ASHBY, CITY CLERK**

**APPROVED AS TO FORM**
**AND CONTENT:**

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

Sherman
CLASSIC TOWN. BROAD HORIZON.

# memorandum

**DATE:** Friday, August 28, 2015

**TO:** The Investment Committee
The Honorable Tom Watt, Council Member
The Honorable Jason Sofey, Council Member
Robby Hefton, City Manager

**FROM:** Mary Lawrence, Finance Director ml

**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 activity.

The Investment Officers recommend updating the policy to reflect legislative changes to the Public Funds Investment Act which take effect September 1, 2015, reducing the ongoing training requirement for investment officers from ten to eight hours during a two year period. We also propose adding language to authorize use of Moody's or other nationally recognized agencies in addition to Standard & Poor's to determine quarterly credit ratings for investments in our portfolio.

We also propose adding a new broker, Investors Brokerage of Texas, LTD (see Appendix B). They offer a public funds bank deposit product consistent with the Public Funds Investment Act called ANOVA, which offers 100% FDIC insurance coverage and next day liquidity with yields higher than comparable investments.

Approval of this policy is scheduled for the September 8th City Council meeting. Please contact me prior to that meeting if you have any questions regarding the Policy or its related changes.

ML:td

attachment (as stated above)

# CITY OF SHERMAN
# INVESTMENT POLICY
September 8, 2015

## 1.0 Policy:

It is the policy of the City of Sherman, Texas, *(City)* 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 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~~ *ensure* 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 5953 on April 6, 2015, 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, Finance Director and Controller. The investment officers are authorized to deposit, withdraw, invest, transfer, or manage in any other manner funds of the City of Sherman. Investments officers must disclose any business or personal relationships with business organizations offering to engage in an investment transaction with the City according to 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 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.~~ *Investment training is required for all investment officers of the City. Within 12 months after assuming duties, each investment officer must complete initial training of at least 10 hours of instruction relating to the investment officer's respective responsibilities under the PFIA. Thereafter, each investment officer must attend an investment training session not less than once in a two-year period beginning on October 1st and receive not less than eight hours of instruction relating to investment responsibilities under the PFIA. Investment training sessions must be provided by* 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.

**5.7 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 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 Finance Director 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, be regulated by Federal banking authorities, or an investment pool that meets all the requirements of State law. More details on investment pool qualifications are listed in Section 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.

## 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 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 Finance Director 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.

## 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.

## 11.0 Internal Control:

The Finance Director 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:

**11.1 Competitive Bids:** Generally, securities will be purchased using competitive offerings. The Finance Director or 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 Finance Director~~'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.

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

**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.

**11.4 Collateral:** Evidence of pledged collateral shall be maintained by the Finance Director or ~~his~~ designee. Collateral shall be reviewed weekly to assure that the market value of the pledged securities is adequate.

**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.

## 12.0 Valuation:

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

**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.

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

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

**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.

## 13.0 Credit Ratings:

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

## 14.0 Performance Standards:

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

**14.1 Safety:** All investment principal is maintained.

**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.

**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.

## 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.

## 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

*Investors Brokerage of Texas*
*Waco, TX*

# SHERMAN CITY COUNCIL
## Agenda Communication Form

**City Council Regular Meeting**
**Meeting Date:** 08/01/2016
**Prepared By:** Pamela Cloer, Assistant to the City Manager
**Approved By:** Robby Hefton, City Manager

---

**Caption:**
***COUNCIL CALENDAR***

---

**Attachments**

2016 Council Calendar

---

# 2016

| 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 | 26 | 27 | 28 | 29 | 30 |
| 31 | | | | | | |

| FEBRUARY | | | | | | |
|---|---|---|---|---|---|---|
| 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 | 26 | 27 |
| 28 | 29 | | | | | |

| MARCH | | | | | | |
|---|---|---|---|---|---|---|
| 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 | 26 |
| 27 | 28 | 29 | 30 | 31 | | |

| APRIL | | | | | | |
|---|---|---|---|---|---|---|
| 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 | 26 | 27 | 28 | 29 | 30 |

| MAY | | | | | | |
|---|---|---|---|---|---|---|
| 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 | 26 | 27 | 28 |
| 29 | 30 | 31 | | | | |

| JUNE | | | | | | |
|---|---|---|---|---|---|---|
| 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 |
| 26 | 27 | 28 | 29 | 30 | | |

| JULY | | | | | | |
|---|---|---|---|---|---|---|
| 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 | 26 | 27 | 28 | 29 | 30 |
| 31 | | | | | | |

| AUGUST | | | | | | |
|---|---|---|---|---|---|---|
| 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 | 26 | 27 |
| 28 | 29 | 30 | 31 | | | |

| SEPTEMBER | | | | | | |
|---|---|---|---|---|---|---|
| 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 | 26 | 27 | 28 | 29 | 30 | |

| OCTOBER | | | | | | |
|---|---|---|---|---|---|---|
| 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 | 26 | 27 | 28 | 29 |
| 30 | 31 | | | | | |

| NOVEMBER | | | | | | |
|---|---|---|---|---|---|---|
| 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 | 26 |
| 27 | 28 | 29 | 30 | | | |

| DECEMBER | | | | | | |
|---|---|---|---|---|---|---|
| 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 | 26 | 27 | 28 | 29 | 30 | 31 |

| | |
|---|---|
| 1/11/2016 | Called Council Mtg for Transportation Workshop |
| 4/11/2016 | Called Joint Mtg w/ SISD Board in Council Chambers |
| 4/15/2016 | Called Budget Planning Mtg in Council Chambers |
| 06/21-22/2016 | Called Budget Workshop in Council Chambers |
| 6/23/2016 | Called Joint Mtg with SISD Board at SISD Admin Off |
| 7/4/2016 | Independence Day/Called Council Mtg on 7/5/2016 |

| | |
|---|---|
| 7/12/2016 | Called Council Mtg for 2nd PH & Adoption of Ord. No. 5958 (90-Moratorium on Development at FM 691 & SH 289) |
| 7/19/2016 | Called Council Mtg for Parks & Rec Master Plan Hearing |
| 8/29/2016 | Proposed Called Council Mtg to Consider Real Estate Purchase |
| 9/5/2016 | Labor Day/Called Council Meeting on 9/6/2016 |
| 9/15/2016 | Proposed Called Joint Mtg w/SEDCO Board |
| | |