

**CITY OF SHERMAN
CITY COUNCIL REGULAR MEETING AGENDA
COUNCIL CHAMBERS OF THE CITY HALL
220 WEST MULBERRY STREET
SHERMAN, TEXAS
MONDAY, FEBRUARY 20, 2017
5:00 P.M.**

- A. 1. CALL TO ORDER, QUORUM DETERMINED, MEETING DECLARED OPEN**
- A. 2. PLEDGE OF ALLEGIANCE LED BY COUNCIL MEMBER TERRENCE R. STEELE**
- A. 3. INVOCATION BY COUNCIL MEMBER TERRENCE R. STEELE**
- A. 4. APPROVE MINUTES OF THE REGULAR CITY COUNCIL MEETING OF FEBRUARY 6, 2017**

Public Hearing

- B. 1. INTRODUCTION AND PUBLIC HEARING OF ORDINANCE NO. 6010**
Establishing a Tax Increment Reinvestment Zone #5 (Sherman Crossroads); Providing for Findings of Fact; Providing for a Board of Directors
- B. 2. INTRODUCTION AND PUBLIC HEARING OF ORDINANCE NO. 6011**
Establishing a Tax Increment Reinvestment Zone #6 (South of Intersection of U.S. Highway 75 and F.M. 691); Providing for Findings of Fact; Providing for a Board of Directors
- B. 3. INTRODUCTION AND PUBLIC HEARING OF ORDINANCE NO. 6012**
Amending Chapter 1 of the Code of Ordinances, entitled "General Provisions", Article 1.08, entitled "Cemeteries", Division 1, entitled "Rules and Regulations", at Sections 1.08.032(a) and 1.08.034(d), and Division 3, entitled "Perpetual Care Fund; Rates and Charges", at Section 1.08.074(a)

Close Public Hearing and Consider Adoption of Ordinances

- B. 4. ADOPTION OF ORDINANCES**
Consider Adoption of Ordinance Numbers: 6010, 6011 and 6012
- B. 5. 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. 6188**
Authorizing the Execution of a Drainage Agreement with J.P. Hart Lumber Company, LLC

- C. 2. **RESOLUTION NO. 6189**
Authorizing Execution of a Development Agreement with Carrus Health Holdings, LLC for the Construction of Public Facilities in the Replat of Carrus Medical Plaza, a 3.663-acre development south of U.S. Highway 82 in the City of Sherman
- C. 3. **RESOLUTION NO. 6190**
Awarding a Bid to and Authorizing Execution of a Contract with Lynn Vessels Construction, LLC based on an Invitation to Bid for Construction of the Canyon Creek Drive Extension
- C. 4. *** RESOLUTION NO. 6191**
Finding and Determining a Public Purpose and Public Necessity Exists for Construction of City Project West Travis Phase II & Northgate Drive Extension Improvements; Appointing an Appraiser and Negotiator as Necessary; Authorizing the City Manager to Establish Just Compensation for the Property Rights to be Acquired; Authorizing the City Manager to Take all Steps Necessary to Acquire the Needed Property Rights in Compliance with All Applicable Laws and Regulations
- C. 5. **RESOLUTION NO. 6192**
Authorizing Execution of an Agreement with Nancy Spiller Sims d/b/a Texoma Neon Co. under the City of Sherman's Central Business District Historic Building Restoration and Improvement Grant Program for Improvements to 214 East Houston Street

Change Orders

- D. 1. *** CHANGE ORDER NO. 1**
Downtown Sidewalk Panel Replacement Project; Beezley Development, Inc.; \$9,973.60 Increase

Payment Approvals

- E. 1. *** FINAL PAYMENT APPROVAL**
Lynn Vessels Construction, LLC; Meadows Circle Paving; \$12,083.95

Other Business

- F. 1. **OTHER BUSINESS**
Consider the Application of Stephen Terrell to Enroll his Business, Print Works! Sherman, into the Sherman Downtown Occupancy Incentive Grant Program
- F. 2. **OTHER BUSINESS**
Consider the Application of Danny Henderson to Enroll his Business, Downtown Escape Rooms, into the Sherman Downtown Occupancy Incentive Grant Program
- F. 3. **OTHER BUSINESS**
Consider Request of Grayson Honors College and the Grayson County Law Enforcement Association to Temporarily Close Certain Streets for the "Beat the Heat 5K Run/Walk" on Saturday, April 29, 2017
- F. 4. **OTHER BUSINESS**
Consider Request of the Sherman Main Street Advisory Committee to Temporarily Close Certain Streets for "Christmas in July" on Saturday, July 8, 2017
- F. 5. **OTHER BUSINESS**
Discuss and Consider Approval of the Budget Calendar for Fiscal Year (FY) 2017-2018

G. CITIZEN REQUESTS

H. MEDIA QUESTIONS

Consider Board/Commission Appointments

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

(a) Main Street Advisory Committee (3)

J. COUNCIL COMMENTS

Executive Session

K. 1. EXECUTIVE SESSION

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

Section 551.071 Consultation with City Attorney concerning Pending or Contemplated Litigation

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

L. 1. OPEN MEETING

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

M. 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 February 16, 2017 at 4:00 p.m., and said time of posting was 72 hours before said meeting was convened or called to order.

Dated this 16th day of February, 2017
City of Sherman, Texas

City Clerk

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

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

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

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

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

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

<u>Mayor</u>	<u>Deputy Mayor</u>	<u>Council Members</u>	
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
		Shawn C. Teamann, Council – District #1	Charles H. Brown, Sr., Council – District #4



SHERMAN CITY COUNCIL

Agenda Communication Form

City Council Regular Meeting

Agenda Item No. A. 4.

Meeting Date: 02/20/2017

Prepared By: Linda Ashby, City Clerk

Approved By: Robby Hefton, City Manager

Caption:

APPROVE MINUTES OF THE REGULAR CITY COUNCIL MEETING OF FEBRUARY 6, 2017

Attachments

February 6, 2017

Arts & Sherman Presentation

Arts & Sherman Report

The Texas Cultural Districts Program provides four cities in Texas with support for thriving art communities, and the students felt Sherman would be a strong candidate for this designation. Sherman offers many cultural activities that could benefit from funding through the program.

Students discussed the program and some examples of ways to promote art that other cities have used to make these opportunities available to everyone. Students felt there were three main categories in which the Arts Commission would need to excel. These include making quality art experiences available to everyone and funding historically underfunded groups.

Through their research, the students found that a new 21st Century broad based, Arts Commission model is needed, and that there are two Arts Commission structures that are used throughout Texas.

This Arts Commission would promote existing cultural assets, embrace the full spectrum of culture available in Sherman, foster cross-communication between the arts community and businesses, and advise the City on the grant process.

The first structure for the Arts Commission is the “City-Appointed Arts Commission” which would include the creation of a new City department with at least one dedicated employee, to act as a liaison. A new board would serve in an advisory capacity.

The other structure is the “Independent Nonprofit Arts Commission” which would work in combination with the City but would be totally independent from the City. Students discussed the benefits and challenges to both types of Arts Commissions.

Students also felt that a key component of the Arts Commission is a community calendar which would list all the activities in one calendar and would better publicize the events and increase participation.

The Arts Commission could also assist the City in determining how to distribute the grants fairly, transparently, and objectively.

Other things that are common in a successful Cultural Arts District include local college and Sherman Independent School District student involvement, access to additional grants, and community arts space. It is also a way to assemble the various arts groups in Sherman to make them more marketable.

In order to become a cultural arts district, the City would need to send a “Letter of Intent” and then complete an official application, which would be due June 15, 2017.

COUNCIL MINUTES – FEBRUARY 6, 2017

Approval would be announced during the first week of September 2017.

If approved as a cultural district, it would help increase promotion and recognition, create more opportunities, help increase the quality of life, and help approve additional funding.

If the City does not submit the application, having a broad-based Arts Commission is still very necessary, and students encouraged the City Council to “do it now.”

Robby Hefton, City Manager, asked which type of Arts Commission most other cities in Texas have. Students said Dallas had the “City department” version and it worked well for them, while Fort Worth had the “independent, non-profit” version, which worked well for them.

He confirmed that those are both larger cities with many more resources than Sherman has, but both models worked well, regardless of the size of the City.

Don Keene, Assistant City Manager, clarified that the students were talking about securing “new” grants and acquiring funding, versus grants that the City might already have. Students said there is a grant program offered through the State program. The program would also help with funding distribution through the City’s current grant program.

Council Member Couch asked what types of grants are available through the Texas Arts Commission. Students said there are grants for facilities and some cities use them for activities.

Council Member Couch asked if the students determined any ideal spaces that could be used for art in Sherman. They said that they were considering using facilities that were already available, such as building lobbies, as well as Austin College facilities, such as the Ida Green Theater.

Council Member Couch asked if any cities they studied were using Hotel/Motel Tax money to fund the grants for specific organizations. Students found that Dallas uses Hotel/Motel Tax money to fund their grants, and even through Fort Worth’s program is non-profit, it is funded by the City and they help disburse the grant throughout the City.

Mayor Plyler said some larger cities, such as Chicago, use a certain percentage of money from building permits, that is used to fund public parks. He asked if the students found any similar programs in Texas. Council Member Couch said the City of Austin does that.

Council Member Couch asked if there were any peer cities around Sherman that have these types of programs. He said

Dallas and Fort Worth are on a larger scale than Sherman. Students said Denison has a non-profit organization, as well as private foundations.

Mr. Hefton thanked the students for their hard work and said the City Council appreciated their group effort. Council Member Howeth added that they did a wonderful job.

CITIZENS REQUESTS

EXPRESSION OF GRATITUDE

Sergeant Sam Boyle, Police Department, said there were several police officers in attendance at the Council Meeting that would like to extend their appreciation and gratitude to the City Council. There have been some recent changes, and he said they appreciate those changes.

**EXPRESSION OF
GRATITUDE**

Sergeant Boyle said the officers would also like to express their support for their new Police Chief and for any future endeavors for the City. He said they look forward to continuing to serve the City Council and the citizens of the City.

POLICE DEPARTMENT RIDE-ALONG PROGRAM

Bob Monk, 919 Boone Drive, said he and his wife have participated in the “ride along” program with police officers, and he highly recommended that others do the same. He suggested that the City Council participate in the program too.

**POLICE DEPT.
RIDE-ALONG
PROGRAM**

He stressed how professional and cordial the officers were in working with the public. He felt that sometimes there is a misconception of how officers want to work with the public, but Sherman’s officers were as pleasant as they could be under the circumstances.

PROFESSIONALISM OF POLICE OFFICERS

Rita Noel, Justice of the Peace, Precinct 4, said she works with the Police Department on a professional level, and Sherman police officers have always been very professional and cordial. She said she appreciates working with them.

**PROFESSIONALISM
OF POLICE OFFICERS**

POLICE DEPARTMENT CHANGES

Officer Joseph Buttery, Police Department, said with the recent changes in the Department and the promotion of Chief Flores, employee satisfaction has improved and the officers are grateful that the City made those decisions. He added that they continue to have confidence in the decisions that are made.

**POLICE DEPT.
CHANGES**

Council Member Couch asked if Officer Buttery felt the changes have had an impact on his quality of life. Officer Buttery confirmed that they had.

Mayor Plyler said he appreciates the officers. When they are asked to put on a bulletproof vest and possibly surrender their life in the community, it is a big responsibility.

As a City Council, they must be sure they have the best leadership in place and the tools that they need to do their job.

He thanked the men and women of the Police Department and all the first responders for all they do. They work holidays and when times are very difficult. The citizens depend on them and he thanked them.

INTRODUCTION AND PUBLIC HEARING OF ORDINANCES

Mayor Plyler introduced Ordinance No. 6005 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 AN AUCTION HOUSE IN A C-2 (GENERAL COMMERCIAL) DISTRICT/CENTRAL BUSINESS DISTRICT AT 316 WEST LAMAR STREET, BEING LOT 11 AND THE WEST 35' OF LOT 9, BLOCK 1, A.R. LOVING'S ADDITION (LOS HERMANOS PARTNERSHIP, LLC, OWNERS; DOUG SMITH AND TERESA JACOBY, APPLICANTS; AND NORTH TEXAS AUCTION COMPANY, TENANT); 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 6005
SUP FOR AUCTION
HOUSE
(316 W. LAMAR)

Scott Shadden, Director of Development Services, said the request is for an Auction House in the old Auto Color Building. The Planning and Zoning Commission recommended approval of the request, subject to them "fixing up" the front of the building.

Teresa Jacoby and Doug Smith, tenants, spoke in favor of the request. Ms. Jacoby currently owns an Auction House in Farmersville and Mr. Smith currently has an online Auction House, and formally owned one in Quinlan. She said they look forward to working with the City.

Ms. Jacoby said they advertise the Auction House throughout the country and hope they can bring a lot of notoriety to Sherman through their business.

Council Member Couch said he was recently in Waxahachie and they had an Auction House in their downtown area. He said it was "packed" and people were "overflowing" the restaurants. He felt it was having a great impact on their downtown area.

Ms. Jacoby said the Sherman Auction would be held on Saturdays at 12:00 noon, and they hoped to bring a lot of business to the downtown area.

Council Member Steele confirmed that they do not plan to include vehicles in their auction. Council Member Teamann

COUNCIL MINUTES – FEBRUARY 6, 2017

confirmed that the auctions will be held with all items indoors.

No other citizens appeared before the City Council to discuss Ordinance No. 6005.

Mayor Plyler introduced Ordinance No. 6006 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 SOLAR ENERGY FACILITY IN AN R-1 (ONE FAMILY RESIDENTIAL) DISTRICT IN THE 900-2000 BLOCKS OF WEST MOORE STREET, BEING 112.6372 ACRES IN THE ELIZABETH JONES SURVEY, ABSTRACT NO. 625 (SSCGC, LLC, OWNERS; SHANE SHIELDS, REPRESENTATIVE; AND CYPRESS RENEWABLES, SOLAR COMPANY); 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 6006
SUP FOR SOLAR
ENERGY FACILITY
(900-2000 BLOCKS
W. MOORE)**

Mr. Shadden said the solar energy facility will be located on 112 plus acres off of Moore Street, however you can't see the site from Moore Street. The maximum height will be eight feet, but the structure will be a little less. The facility will be quite and will tie into the grid at the Payne Substation.

The Planning and Zoning Commission recommended approval, subject to the staff review letter and a "green screen" around the fence.

A representative was available to answer any questions the City Council might have.

Council Member Teamann said he has been working closely with Aaron Wilson on the project and it is anticipated to bring in about \$19.5 million in property value, both in personal property and by increasing land value. There will also be about 40 to 50 jobs for local contractors with about \$2.5 million paid in wages. He felt this was a good project for Sherman.

No other citizens appeared before the City Council to discuss Ordinance No. 6006.

Mayor Plyler introduced Ordinance No. 6007 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 LIQUOR STORE IN AN M-1 (LIGHT MANUFACTURING) DISTRICT AT 1922 NORTH GRAND AVENUE, BEING 5.73 ACRES IN THE J.B. McANAI SURVEY, ABSTRACT NO. 763 (INTERPROPERTY

**ORD 6007
SUP FOR
LIQUOR STORE
(1922 N. GRAND)**

HOLDINGS, INC., OWNER; AND TOM JOSEPH, GRAND KERA, INC., APPLICANT/TENANT); 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 request is for a liquor store in Jamestown Plaza. The Planning and Zoning Commission recommended approval.

A representative was available to answer any questions the City Council might have.

No other citizens appeared before the City Council to discuss Ordinance No. 6007.

Mayor Plyler introduced Ordinance No. 6008 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 LIQUOR STORE IN A C-1 (RETAIL BUSINESS) DISTRICT, C-2 (GENERAL COMMERCIAL) DISTRICT AND O-1 (75 & 82 OVERLAY) DISTRICT AT 724 EAST HIGHWAY 82; BEING LOT 2, BLOCK 1, 82-75 ADDITION (DOUGLASS DISTRIBUTING, OWNER; AND SARTIN & ASSOCIATES, INC., 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.

ORD 6008
SUP FOR
LIQUOR STORE
(724 E. HWY 82)

Mr. Shadden said the request is for a liquor store in the southeast quadrant of US Hwy 75 and US Hwy 82, in an existing shopping center. The Planning and Zoning Commission recommended approval.

A representative was available to answer any questions the City Council might have.

No other citizens appeared before the City Council to discuss Ordinance No. 6008.

Mayor Plyler introduced Ordinance No. 6009 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 TRUCK REPAIR, STORAGE, RENTAL AND OFFICE FOR RYDER TRUCKS AND A GENERAL CONTRACTOR'S OFFICE AND STORAGE FACILITY IN A C-2 (GENERAL COMMERCIAL) DISTRICT/O-1.1 (FM 1417 OVERLAY) DISTRICT AT 4613 NORTH F.M. 1417 (HERITAGE PARKWAY), BEING 17.60 ACRES IN THE ALFRED HUMES SURVEY, ABSTRACT NO. 522 (SAPPHIRE

ORD 6009
SUP FOR RYDER
TRUCK REPAIR,
STORAGE, RENTAL,
OFFICE
(4613 N. FM 1417)

GROUP, LLC, OWNERS; KYLE BOOTHE, REPRESENTATIVE; AND BLUESTONE DRAFTING & 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 request is for several buildings that were formally the Texas Electric Utility facility. The Specific Use Permit is for Ryder Trucks to use the front building. The maintenance facility would be used for a general contractor's office.

The Planning and Zoning Commission recommended approval, subject to the Staff Review Letter. There was also an exception from the Board of Adjustments on existing metal buildings, to delay bringing them up to standards for five years.

A representative was available to answer any questions the City Council might have.

No other citizens appeared before the City Council to discuss Ordinance No. 6009.

The Public Hearing was closed.

ADOPTION OF ORDINANCES

Ordinance 6005

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 AN AUCTION HOUSE IN A C-2 (GENERAL COMMERCIAL) DISTRICT/CENTRAL BUSINESS DISTRICT AT 316 WEST LAMAR STREET, BEING LOT 11 AND THE WEST 35' OF LOT 9, BLOCK 1, A.R. LOVING'S ADDITION (LOS HERMANOS PARTNERSHIP, LLC, OWNERS; DOUG SMITH AND TERESA JACOBY, APPLICANTS; AND NORTH TEXAS AUCTION COMPANY, TENANT); 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 6005
SUP FOR AUCTION
HOUSE
(316 W. LAMAR)

Ordinance 6006

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 SOLAR ENERGY FACILITY IN AN R-1 (ONE FAMILY RESIDENTIAL) DISTRICT IN THE 900-2000 BLOCKS OF WEST MOORE STREET, BEING 112.6372 ACRES IN THE ELIZABETH JONES SURVEY, ABSTRACT NO. 625 (SSCGC, LLC, OWNERS; SHANE SHIELDS, REPRESENTATIVE; AND CYPRESS RENEWABLES, SOLAR COMPANY); PROVIDING FOR A REPEALER CLAUSE;

ORD 6006
SUP FOR SOLAR
ENERGY FACILITY
(900-2000 BLOCKS
W. MOORE)

PROVIDING THAT THIS SPECIFIC USE PERMIT SHALL BE GRANTED SUBJECT TO CERTAIN CONDITIONS; PROVIDING A PENALTY NOT TO EXCEED \$2,000.00.

Ordinance 6007

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 LIQUOR STORE IN AN M-1 (LIGHT MANUFACTURING) DISTRICT AT 1922 NORTH GRAND AVENUE, BEING 5.73 ACRES IN THE J.B. McANAI SURVEY, ABSTRACT NO. 763 (INTERPROPERTY HOLDINGS, INC., OWNER; AND TOM JOSEPH, GRAND KERA, INC., APPLICANT/TENANT); 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 6007
SUP FOR
LIQUOR STORE
(1922 N. GRAND)

Ordinance 6008

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 LIQUOR STORE IN A C-1 (RETAIL BUSINESS) DISTRICT, C-2 (GENERAL COMMERCIAL) DISTRICT AND O-1 (75 & 82 OVERLAY) DISTRICT AT 724 EAST HIGHWAY 82; BEING LOT 2, BLOCK 1, 82-75 ADDITION (DOUGLASS DISTRIBUTING, OWNER; AND SARTIN & ASSOCIATES, INC., 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.

ORD 6008
SUP FOR
LIQUOR STORE
(724 E. HWY 82)

ACTION TAKEN.

Motion by Council Member Couch to adopt Ordinance Nos. 6005, 6006, 6007, and 6008, as presented. Second by Council Member Howeth.

VOTING AYE: Brown, Couch, Howeth, Sofey, Steele, Teamann.

VOTING NAY: None.

MOTION CARRIED.

Ordinance 6009

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 TRUCK REPAIR, STORAGE, RENTAL AND OFFICE FOR RYDER TRUCKS AND A GENERAL CONTRACTOR'S OFFICE AND STORAGE FACILITY IN A C-2 (GENERAL COMMERCIAL) DISTRICT/O-1.1 (FM 1417 OVERLAY) DISTRICT AT 4613 NORTH F.M. 1417 (HERITAGE PARKWAY), BEING 17.60 ACRES IN THE ALFRED HUMES SURVEY, ABSTRACT NO. 522 (SAPPHIRE GROUP, LLC, OWNERS; KYLE BOOTHE, REPRESENTATIVE; AND BLUESTONE DRAFTING &

ORD 6009
SUP FOR RYDER
TRUCK REPAIR,
STORAGE, RENTAL,
OFFICE
(4613 N. FM 1417)
(TABLED)

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.

Deputy Mayor Sofey said the Board of Adjustments granted an exception for the façade and that is a separate issue from the Specific Use Permit. However, since that location is in an Overlay District, he asked if they would be willing to do any façade improvements to the front building only. He said he wasn't recommending being as strict as masonry on all four sides.

Kyle Boothe, Bluestone Drafting & Design, said there are seven buildings on the property and they planned to clean-up the site and provide landscaping. He asked how the Overlay District worked with more of a renovation versus new construction. Obviously these existing buildings don't meet some of the requirements for the Overlay District.

Deputy Mayor Sofey said the intent of the Overlay District was to take advantage of these opportunities to do some type of improvement. He agreed that asking for improvements on all the buildings was too much to do at one time and he agreed that there were some challenges to the back part of the building, which has four massive overhead doors. He did feel that there was something that could be done to make it look better than a metal building.

Mr. Boothe said they want to make it look better, but felt it could be accomplished with landscaping, screening, painting, and cleaning up the facility.

Deputy Mayor Sofey said he didn't expect them to improve all the buildings, but felt there might be some architectural element that could be added.

Since the City approved the Overlay District on FM 1417, they have never granted that much of a variance on a building façade. He expressed concern about the precedent that it might set for future development. He said he was looking for a small architectural element that will distinguish the building as "not just a metal building" and maybe even tie it in with the existing buildings that do look nice.

Mr. Boothe felt that would be difficult, and their thought was to get the property cleaned up and active. He showed similar buildings that were to the north of the property. Deputy Mayor Sofey agreed that those were existing buildings and if the City had the chance to make them look better, it should be done. He said new buildings must have masonry on three sides.

Council Member Couch asked when the Overlay District was created on FM 1417. Mr. Hefton said it was created eight or nine years ago.

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Council Member Howeth asked if the exception is granted for five years, what do they plan to do at the end of that period. Mr. Boothe said they are working on upgrades now and would need to secure tenants.

Council Member Howeth expressed concern that approving an exception for this project would set a precedent for someone else in the future that is developing in the Overlay District.

Council Member Couch asked how long the plan for landscaping would take and Mr. Boothe said a “matter of months.”

Council Member Steele asked if the buildings have been sitting idle for the approximately 10 years the Overlay District has been in place. Mr. Boothe said there have been tenants. The facility was originally created for an electrical utility company that had maintenance trucks. After that, the property housed a large pipeline company that constructed natural gas pipelines.

The property originally received an exception for gravel parking. Council Member Couch confirmed that exception was granted in the late 1990's or early 2000's. The area was not originally in an Overlay District.

Deputy Mayor Sofey explained that, as long as the building is occupied and used for a similar use, an occupant can obtain a Certificate of Occupancy, move in, and operate a similar business. If the building sits idle for 12 months or the purpose of the structure is changed, they would “fall subject to” the Overlay District.

Council Member Couch asked if the Council could lower the timeframe from the five years that the Planning and Zoning Commission recommended for meeting the Overlay District standards. Deputy Mayor Sofey felt that might be something that the developer might bring back to Council as a proposal.

ACTION TAKEN.

Motion by Deputy Mayor Sofey to table Ordinance No. 6009, to see if they can work out a plan to comply with the Overlay District standards. Second by Council Member Steele.

VOTING AYE: Brown, Couch, Howeth, Sofey, Steele, Teamann.

VOTING NAY: None.

MOTION CARRIED TO TABLE.

CONSENT AGENDA

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

CONSENT AGENDA

RESOLUTIONS

JOINT RESOLUTION NO. 6180 – A JOINT RESOLUTION OF THE BOARD OF TRUSTEES OF THE SHERMAN INDEPENDENT SCHOOL DISTRICT AND THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS, ADOPTING AN INTERLOCAL COOPERATIVE AGREEMENT FOR THE LEASE OF VETERAN’S FIELD AT FAIRVIEW PARK

**JOINT RES 6180
WITH SISD FOR
LEASE OF VETERAN’S
FIELD AT FAIRVIEW
PARK**

A JOINT RESOLUTION OF THE BOARD OF TRUSTEES OF THE SHERMAN INDEPENDENT SCHOOL DISTRICT AND THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS, ADOPTING AN INTERLOCAL COOPERATIVE AGREEMENT FOR THE LEASE OF VETERAN’S FIELD AT FAIRVIEW PARK.

Mr. Hefton said this relates to an interlocal agreement that the City has been working on with the Sherman Independent School District for the use of Veteran’s Field. For many years, the City staff has worked with the SISD staff to prepare the fields and maintain the fields and other structures at Veteran’s Field.

An agreement has been reached where the SISD will take over essentially everything in relation to maintenance of the field. There are a couple of items that the entities are still addressing, however the entities have “agreed in substance.”

He said this agreement will free up City staff to work on other ball fields and game fields throughout the community. The agreement will also allow the SISD to have more accessibility to the fields.

Council Member Steele asked if the SISD would have exclusive use of the field. Mr. Hefton said the agreement only includes Veteran’s Field and would give them control of the field. However, the City retains the right that if there are Parks and Recreation events they want to hold there, it can be done with proper notice and scheduling.

Mr. Hefton said the agreement will save the City money and put the control of Veteran’s Field where it needs to be, with the SISD, who actually uses it most of the time.

ACTION TAKEN.

Motion by Council Member Steele to adopt Joint Resolution No. 6180, as presented. Second by Council Member Teamann.

VOTING AYE: Brown, Couch, Howeth, Sofey, Steele, Teamann.

VOTING NAY: None.

MOTION CARRIED.

RESOLUTION NO. 6181 – AWARDING A BID TO AND AUTHORIZING EXECUTION OF AN AGREEMENT WITH SCHMOLDT CONSTRUCTION, INC., AS CONSTRUCTION MANAGER-AT-RISK (CMAR) FOR RENOVATIONS TO THE SHERMAN PUBLIC LIBRARY

**RES 6181
PUBLIC LIBRARY
RENOVATIONS**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF

SHERMAN, TEXAS, AWARDING A BID TO AND AUTHORIZING EXECUTION OF AN AGREEMENT WITH SCHMOLDT CONSTRUCTION, INC., AS CONSTRUCTION MANAGER-AT-RISK (CMAR) FOR RENOVATIONS TO THE SHERMAN PUBLIC LIBRARY.

Steve Ayers, Director of Public Services, said the staff is moving forward with the Library renovation and is ready to recommend a Construction Manager-at-Risk for the project.

Schmoldt Construction has been identified as having a great reputation and has experience in similar projects. He said there is no cost “up-front” with the agreement. Their end cost will be 3.75% of the cost of construction. The estimated cost of construction is about \$1.5 million.

Mr. Ayers said the timeframe estimates a two month pre-construction phase, followed by ten months of construction time. The goal is to keep the Library open during construction, but there may be a brief time when it is closed.

He added that Hidell and Associates, the architect and planner for the project, are also pleased with the selection of Schmoldt Construction.

Council Member Teamann asked if there was any concern that by paying them a percentage of the cost, they might inflate the cost of the project to make more money. Mr. Ayers said the City is not obligated and will be involved in negotiating the cost of construction. The architect is also an expert in the cost and would recognize any problems.

Deputy Mayor Sofey said there is also a guaranteed maximum cost in the agreement. The City will have approval of the estimated cost and is under no obligation if the costs are too much.

ACTION TAKEN.

Motion by Council Member Howeth to adopt Resolution No. 6181, as presented. Second by Deputy Mayor Sofey.

VOTING AYE: Brown, Couch, Howeth, Sofey, Steele, Teamann.

VOTING NAY: None.

MOTION CARRIED.

RESOLUTION NO. 6182 – AUTHORIZING EXECUTION OF A CONTRACT WITH AUSTIN BRIDGE & ROAD FOR THE REPAIR OF THE GRAND AVENUE BRIDGE

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS, AUTHORIZING EXECUTION OF A CONTRACT WITH AUSTIN BRIDGE & ROAD FOR THE REPAIR OF THE GRAND AVENUE BRIDGE.

**RES 6182
GRAND AVENUE
BRIDGE REPAIR**

Mr. Hefton said this item arose through a routine bridge inspection in 2016. There are some structural elements that need to be repaired on the Grand Avenue Overpass. There is

no chance that the bridge will collapse today, but the staff would like to move forward with the repairs before the cost increases and it becomes more risky.

The staff is recommending the repairs be done as an emergency instead of going through the bid process. They did receive a quote from Austin Bridge & Road, a company that does this type of repair throughout the State.

Mr. Hefton asked the City Council to authorize the staff to continue with the project to complete the needed structural renovations. The contract is for about \$73,000, and funding is available in the Capital Improvement Program Fund for bridge repairs.

Council Member Steele asked if the overpass will need to be closed for repairs. Tom Pruitt, Assistant City Engineer, said it would be necessary to close the overpass. The staff anticipates it will be closed for one to two days, over the weekend.

Council Member Howeth emphasized it was a well-traveled bridge and asked when the staff expected the repair to take place. Mr. Pruitt said the repair should begin on February 13, 2017. Council Members asked the staff to post the closure on social media and to erect signs in advance, to advise the public of the closure.

ACTION TAKEN.

Motion by Council Member Steele to adopt Resolution No. 6182, as presented. Second by Council Member Couch.

VOTING AYE: Brown, Couch, Howeth, Sofey, Steele, Teamann.

VOTING NAY: None.

MOTION CARRIED.

RESOLUTION NO. 6183 – ADOPTING A TAX INCREMENT FINANCING POLICY FOR THE CITY OF SHERMAN

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS, ADOPTING A TAX INCREMENT FINANCING POLICY FOR THE CITY OF SHERMAN.

**RES 6183
TAX INCREMENT
FINANCING POLICY**

Mary Lawrence, Finance Director, said this is the first update of the Tax Increment Financing Policy that was created in 2004, and most of the criteria to be considered addresses changes in State law. Other changes include information that might be needed to evaluate a project and the terms governing the creation and operation of the zone have been broadened giving the City more flexibility to structure the zone according to the project's characteristics.

In January 2017, the City Council approved a resolution to begin the TIF creation process into two areas of the City. The next action will be a public hearing on February 20, 2017, and the Council will have the opportunity to approve the

ordinances and appoint the board. The board creates and adopts a project and financing plan, which will come back to the City Council for consideration on March 6, 2017.

ACTION TAKEN.

Motion by Council Member Steele to adopt Resolution No. 6183, as presented. Second by Council Member Teamann.

VOTING AYE: Brown, Couch, Howeth, Sofey, Steele, Teamann.

VOTING NAY: None.

MOTION CARRIED.

RESOLUTION NO. 6184 – AUTHORIZING THE ACCEPTANCE OF A SPECIAL WARRANTY DEED AND THE EXECUTION OF A CONTRACT WITH M.L. HAMPTON INVESTMENTS, LLC FOR THE CONVEYANCE AND ACQUISITION OF PROPERTIES LOCATED AT 1600 WEST LAMAR STREET AND 1600 WEST HOUSTON STREET, BEING 3.4 ACRES IN THE ELIZABETH JONES SURVEY, ABSTRACT NO. 625 AND BEING 1.13 ACRES IN THE J.B. McANAIR SURVEY, ABSTRACT NO. 763, BOTH PROPERTIES BEING LOCATED IN THE CITY OF SHERMAN, COUNTY OF GRAYSON, STATE OF TEXAS

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS, AUTHORIZING THE ACCEPTANCE OF A SPECIAL WARRANTY DEED AND THE EXECUTION OF A CONTRACT WITH M.L. HAMPTON INVESTMENTS, LLC FOR THE CONVEYANCE AND ACQUISITION OF PROPERTIES LOCATED AT 1600 WEST LAMAR STREET AND 1600 WEST HOUSTON STREET, BEING 3.4 ACRES IN THE ELIZABETH JONES SURVEY, ABSTRACT NO. 625 AND BEING 1.13 ACRES IN THE J.B. McANAIR SURVEY, ABSTRACT NO. 763, BOTH PROPERTIES BEING LOCATED IN THE CITY OF SHERMAN, COUNTY OF GRAYSON, STATE OF TEXAS.

RES 6184
RAINBOW APTS
& MOBILE HOME
PARK

Mr. Hefton said Resolution Nos. 6184, 6185, and 6186 are the first properties that the City will purchase under the Stormwater Management Plan. Several years ago this Plan was completed and identified, among other things, some properties that exist in the floodplain.

FEMA has a high interest in removing properties that are in the floodplain because these properties have repetitive losses every time the floods come.

Mr. Hefton said these three properties were identified through the Study as properties that needed to be abated. Resolution 6184 is property that would be purchased with City funds. Resolution Nos. 6185 and 6186 would be purchased, mainly with FEMA money, with a 90%, 10% split.

Each of these projects are identified in the Study and some will be purchased with City funds and some with FEMA money. The Study listed \$55 million in projects for the total plan and this is the first step in that direction.

COUNCIL MINUTES – FEBRUARY 6, 2017

Council Member Couch asked if the sales price of \$310,000 was for the first property only, and Mr. Hefton confirmed that it was. He said it includes two tracts of land. The owner will be responsible for cleaning off the property.

He said the property would be used as “green space” and will not be used to build on. The idea is to take the property and the people who live there, out of harm’s way.

ACTION TAKEN.

Motion by Deputy Mayor Sofey to adopt Resolution No. 6184, as presented. Second by Council Member Couch.

VOTING AYE: Brown, Couch, Howeth, Sofey, Steele, Teamann.

VOTING NAY: None.

MOTION CARRIED.

RESOLUTION NO. 6185 – AUTHORIZING THE ACCEPTANCE OF A CONVEYANCE DOCUMENT FROM JEFFREY ALAN OLIVER FOR THE CONVEYANCE OF PROPERTY LOCATED AT 115 EAST LAMBERTH ROAD, BEING 0.38 ACRES IN THE J.B. McANAI SURVEY, ABSTRACT NO. 763, AND BEING A PART OF THE DR. J.H. CARRAWAY’S SUBDIVISION TO THE CITY OF SHERMAN, TEXAS, AS SHOWN BY PLAT OF RECORD IN VOLUME 414, PAGE 125 OF THE DEED RECORDS OF GRAYSON COUNTY, TEXAS, BEING MORE PARTICULARLY DESCRIBED IN THE EXHIBIT “A” ATTACHED HERETO AND MADE A PART HEREOF FOR ALL PURPOSES

**RES 6185
PURCHASE OF
FLOOD PROPERTY
(115 E. LAMBERTH)**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS, AUTHORIZING THE ACCEPTANCE OF A CONVEYANCE DOCUMENT FROM JEFFREY ALAN OLIVER FOR THE CONVEYANCE OF PROPERTY LOCATED AT 115 EAST LAMBERTH ROAD, BEING 0.38 ACRES IN THE J.B. McANAI SURVEY, ABSTRACT NO. 763, AND BEING A PART OF THE DR. J.H. CARRAWAY’S SUBDIVISION TO THE CITY OF SHERMAN, TEXAS, AS SHOWN BY PLAT OF RECORD IN VOLUME 414, PAGE 125 OF THE DEED RECORDS OF GRAYSON COUNTY, TEXAS, BEING MORE PARTICULARLY DESCRIBED IN THE EXHIBIT “A” ATTACHED HERETO AND MADE A PART HEREOF FOR ALL PURPOSES.

ACTION TAKEN.

Motion by Council Member Howeth to adopt Resolution No. 6185, as presented. Second by Council Member Couch.

VOTING AYE: Brown, Couch, Howeth, Sofey, Steele, Teamann.

VOTING NAY: None.

MOTION CARRIED.

RESOLUTION NO. 6186 – AUTHORIZING THE ACCEPTANCE OF A CONVEYANCE DOCUMENT FROM JOHN P. BREWER AND CYNTHIA J. BREWER FOR THE CONVEYANCE OF PROPERTY LOCATED AT 1218 WEST McGEE STREET,

**RES 6186
PURCHASE OF
FLOOD PROPERTY
(1218 W. McGEE)**

BEING LOT 5, BLOCK 1 OF WEST PARK ADDITION TO THE CITY OF SHERMAN, TEXAS, AS SHOWN BY PLAT OF RECORD IN VOLUME 2, PAGE 57 OF THE PLAT RECORDS OF GRAYSON COUNTY, TEXAS, AND ALSO BEING A PART OF THE J.B. McANAIR SURVEY, ABSTRACT NO. 763, BEING MORE PARTICULARLY DESCRIBED IN THE EXHIBIT "A" ATTACHED HERETO AND MADE A PART HEREOF FOR ALL PURPOSES

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS, AUTHORIZING THE ACCEPTANCE OF A CONVEYANCE DOCUMENT FROM JOHN P. BREWER AND CYNTHIA J. BREWER FOR THE CONVEYANCE OF PROPERTY LOCATED AT 1218 WEST McGEE STREET, BEING LOT 5, BLOCK 1 OF WEST PARK ADDITION TO THE CITY OF SHERMAN, TEXAS, AS SHOWN BY PLAT OF RECORD IN VOLUME 2, PAGE 57 OF THE PLAT RECORDS OF GRAYSON COUNTY, TEXAS, AND ALSO BEING A PART OF THE J.B. McANAIR SURVEY, ABSTRACT NO. 763, BEING MORE PARTICULARLY DESCRIBED IN THE EXHIBIT "A" ATTACHED HERETO AND MADE A PART HEREOF FOR ALL PURPOSES.

ACTION TAKEN.

Motion by Council Member Steele to adopt Resolution No. 6186, as presented. Second by Council Member Howeth.

VOTING AYE: Brown, Couch, Howeth, Sofey, Steele, Teamann.

VOTING NAY: None.

MOTION CARRIED.

RESOLUTION 6187 – AUTHORIZING EXECUTION OF AN AGREEMENT WITH ELIZABETH ANN WEST FOR THE ABATEMENT OF AD VALOREM PROPERTY TAXES FOR THE CONSTRUCTION OF A NEW SINGLE-FAMILY RESIDENCE AT 715 NORTH ELM STREET

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS, AUTHORIZING EXECUTION OF AN AGREEMENT WITH ELIZABETH ANN WEST FOR THE ABATEMENT OF AD VALOREM PROPERTY TAXES FOR THE CONSTRUCTION OF A NEW SINGLE-FAMILY RESIDENCE AT 715 NORTH ELM STREET.

CONSENT AGENDA.

RES 6187
AD VALOREM
PROPERTY TAX
ABATEMENT
(715 N. ELM)

REQUEST TO ADVERTISE
CONCESSION STAND(S) FOR THE CITY OF SHERMAN'S
PARK SYSTEM

The City Council approved the request to advertise for bids for concession stands in various City parks. Concession stands would operate for a 12 month period, coinciding with the organized youth and adult activities occurring at the parks.

CONSENT AGENDA.

REQUEST TO ADV
CONCESSION STANDS

OTHER BUSINESS

CONSIDER REQUEST OF SHERMAN DOWNTOWN NOW (FORMERLY DOWNTOWN SHERMAN PRESERVATION & REVITALIZATION) TO TEMPORARILY CLOSE CERTAIN STREETS FOR “CRAFT THE NIGHT AWAY” ON SATURDAY, APRIL 8, 2017

**CLOSE STREET
CRAFT THE
NIGHT AWAY
(APRIL 8, 2017)**

The City Council approved the request of Sherman Downtown NOW, formerly Downtown Sherman Preservation & Revitalization, to temporarily close certain streets for “Craft the Night Away” on Saturday, April 8, 2017.

The request includes closing Crockett Street and Travis Street, between Lamar Street and Houston Street from 11:00 a.m. until 10:30 p.m.

Barricades, cones, and sanitation receptacles will be provided by the City. Sherman Downtown NOW will work with the Police Department to provide security officers for the event. They have also been instructed that emergency vehicle accessibility must be maintained throughout the closed streets at all times.

CONSENT AGENDA.

REPLAT APPROVAL OF HICKORY ESTATES, BEING LOTS 1-6, HICKORY ESTATES, CONTAINING 1.306 ACRES IN THE J.B. McANAI SURVEY, ABSTRACT NO. 763; JOE GILBERT CONSTRUCTION, LLC, OWNER; CROSS ENGINEERING CONSULTANTS, CIVIL ENGINEER; AND PRESTON TRAIL LAND SURVEYING, SURVEYOR (3000-3100 BLOCKS OF NORTH HICKORY STREET)

**REPLAT APPROVAL
HICKORY ESTATES**

The City Council approved the Replat of Hickory Estates, being Lots 1 through 6, Hickory Estates, located in the 3000 to 3100 blocks of North Hickory Street.

The 1.306 acre tract is zoned R-1, (One Family Residential), and the owner would like to replat six lots into nine lots for residential development.

The Planning and Zoning Commission recommended approval of the Replat, subject to the Staff Review Letter.

CONSENT AGENDA.

REPLAT APPROVAL OF PART OF LOTS 20 AND 21, MAYHEW’S SECOND SUPPLEMENT, BEING 0.41 ACRES IN THE SAMUEL BLAGG SURVEY, ABSTRACT NO. 56 AND BEING A PART OF LOTS 20 AND 21 IN MAYHEW’S SECOND SUPPLEMENT; LANDMARK BANK, OWNERS; AND UNDERWOOD DRAFTING AND SURVEYING, SURVEYOR (1518 SOUTH AUSTIN STREET)

**REPLAT APPROVAL
MAYHEW’S SECOND
SUPPLEMENT**

The City Council approved the Replat of part of Lots 20 and 21, Mayhew’s Second Supplement, located at 1518 South Austin Street.

The owner would like to replat the 0.41 acre tract into two lots for commercial development. The Planning and Zoning

Commission recommended approval of the Replat, subject to the Staff Review Letter.
CONSENT AGENDA.

FINAL PLAT APPROVAL OF THE OAKS OF NORWOOD, BEING 17.500 ACRES IN THE FIELDING BACON SURVEY, ABSTRACT NO. 120, THE WILLIAM THOMPSON SURVEY, ABSTRACT NO. 1209, AND THE ELIJAH HARTZOG SURVEY, ABSTRACT NO. 540; NORBERTO AND LISA GALARZA, JEFF HILL AND LESTER W. VANCE, LLC, OWNERS; AND UNDERWOOD DRAFTING AND SURVEYING, SURVEYOR (3000-3100 BLOCKS OF WEST LAMBERTH ROAD AND 2200 BLOCK OF NORWOOD STREET)

APPROVE FINAL PLAT
THE OAKS OF
NORWOOD

The City Council approved the Final Plat of The Oaks of Norwood, located in the 3000 to 3100 blocks of West Lamberth Road and the 2200 block of Norwood Street.

The owners would like to plat the 17.500 acre tract into nine lots for residential development. The Planning and Zoning Commission recommended approval of the Final Plat, subject to the Staff Review Letter.
CONSENT AGENDA.

REPLAT APPROVAL OF LOT 1, BLOCK 2, INDEPENDENCE SQUARE ADDITION, SECTION THREE, BEING 1.624 ACRES IN THE J.B. McANAIR SURVEY, ABSTRACT NO. 763, AND BEING ALL OF LOT 1, BLOCK 2, INDEPENDENCE SQUARE ADDITION, SECTION THREE, CONTAINING 14.472 ACRES; POST OAK LIQUIDATING TRUST, OWNERS; AND UNDERWOOD DRAFTING & SURVEYING, SURVEYOR (2000-2200 BLOCKS OF NORTH TRAVIS STREET AND NORTH U.S. HIGHWAY 75)

REPLAT APPROVAL
INDEPENDENCE
SQUARE ADDITION

The City Council approved the Replat of Lot 1, Block 2, Independence Square Addition, Section Three, located in the 2000 to 2200 blocks of North Travis Street and North US Hwy 75.

The 1.624 acre tract is zoned C-1 (Retail Business) and is also located in the O-1 (75 & 82 Overlay) District, and the owners would like to replat the property into two lots for commercial development.

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

CITIZENS REQUESTS

There were no citizen's requests.

CITIZEN'S REQUESTS

MEDIA QUESTIONS

There were no media questions.

MEDIA QUESTIONS

COUNCIL COMMENTS

TRAFFIC BACK UP AT HARRISON AND MULBERRY STREETS

Council Member Howeth asked the staff to look into traffic

TRAFFIC BACK UP
AT HARRISON &
MULBERRY STREETS

COUNCIL MINUTES – FEBRUARY 6, 2017

issues at the intersection of Harrison and Mulberry Streets. There is a traffic build-up from the stop sign and she asked if it might need a four-way stop.

THANKS TO POLICE CHIEF ZACH FLORES

Deputy Mayor Sofey thanked Police Chief Zach Flores and the Police Department. He had received several complaints from citizens and said he received an extremely quick response to the issues by the Police Department.

THANKS TO POLICE
CHIEF ZACH FLORES

HAPPY BIRTHDAY TO MELIDA AILSHIRE

Council Member Steele wished Melida Ailshire a happy birthday.

HAPPY BIRTHDAY TO
MELIDA AILSHIRE

COMMEND CITY MANAGER AND STAFF

Council Member Steele commended Mr. Hefton and the City staff for all that is currently going on in the City. He offered his “full support” to Mr. Hefton and the staff and encouraged him to keep up his “shield of faith.”

COMMEND CITY
MANAGER & STAFF

He also thanked the police officers that were brave enough to attend the City Council Meeting. He said it “speaks volumes” of how they feel about decisions that the City Council makes that effect them on a day-to-day basis. He praised the police officers that serve in Sherman.

POLICE DEPARTMENT SUPPORT

Council Member Couch also recognized the police officers that attended the City Council Meeting to tell the Council that, today, the Police Department is in a better place than in months prior to December 2016. He said he appreciated those officers that took that “bold step.”

POLICE DEPT.
SUPPORT

He also recognized Mr. Hefton for taking the bold step to make a leadership change. He added that Mr. Hefton had the City Council’s full support and has done a good job presenting information to the Council on these matters.

SUPPORT FOR CITY STAFF

Council Member Teamann said he appreciated the entire City staff “taking the heat” and continuing down the right path, making hard decisions when they need to be made.

SUPPORT FOR
CITY STAFF

He thanked Chief Flores, adding that there has been a lot of media attention, but everything he has heard from the officers has been “all good” and everyone is happy with the situation.

APPROVAL OF SOLAR FARM

Council Member Teamann said the solar farm that is coming to Sherman will be a great thing for the City and will create a lot of tax revenue for the SISD and the City.

APPROVAL OF
SOLAR FARM

He added that the owners have also indicated they would be willing to allow the City to use some of the property for biking, walking, or jogging paths. It’s close to Baker Park and might “make sense.”

ENCOURAGE SHERMAN TO BE GREEN

Mayor Plyler said he was also excited about the solar farm coming to Sherman, and that we have a natural gas fired power plant. He said hopefully Sherman will continue to “be green” and sustainable. He encouraged everyone to recycle, when possible.

**ENCOURAGE
SHERMAN TO BE
GREEN**

ANNOUNCEMENTS

Mayor Plyler announced the following:

- Sherman Main Street, in conjunction with Downtown Sherman NOW, will sponsor the Mardi Gras Bead Crawl on February 25, 2017. The event will include family-friendly activities.
- The 1st Annual Sherman Celtic Festival will be held March 25, 2017 in Kidd-Key Park.

ANNOUNCEMENTS

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

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

EXECUTIVE SESSION

SECTION 551.071

**CONSULTATION WITH CITY
ATTORNEY CONCERNING
PENDING OR CONTEMPLATED
LITIGATION**

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 6:24 p.m.

On Motion duly made and carried, the Executive Session recessed at 7:09 p.m. and reconvened in Open Meeting.

OPEN MEETING

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

OPEN MEETING

COUNCIL MINUTES – FEBRUARY 6, 2017

ADJOURNMENT

On Motion duly made and carried, the meeting adjourned at 7:10 p.m.

ADJOURNMENT

MAYOR

CITY CLERK



Arts & Health
Arts & Marketing
Arts & Culture
Arts & Business
Arts & Education

Arts & Sherman

Arts & Technology
Arts & History
Arts & College
Arts & Innovation
Arts & Tourism
Arts & Downtown

Class Purpose

- Research engagement in Sherman culture
- Lay groundwork for state Cultural District designation



Overview

- Local Research Objectives
- Key Research Findings
- Texas Cultural Districts Program

Research in Sherman

- 25 community leaders interviewed
- Cultural groups, performing artists, educational leaders



Concept - Cultural Equity

- “Quality art experiences available to everyone”
- “Funding given to historically underfunded groups”



Key Research Findings

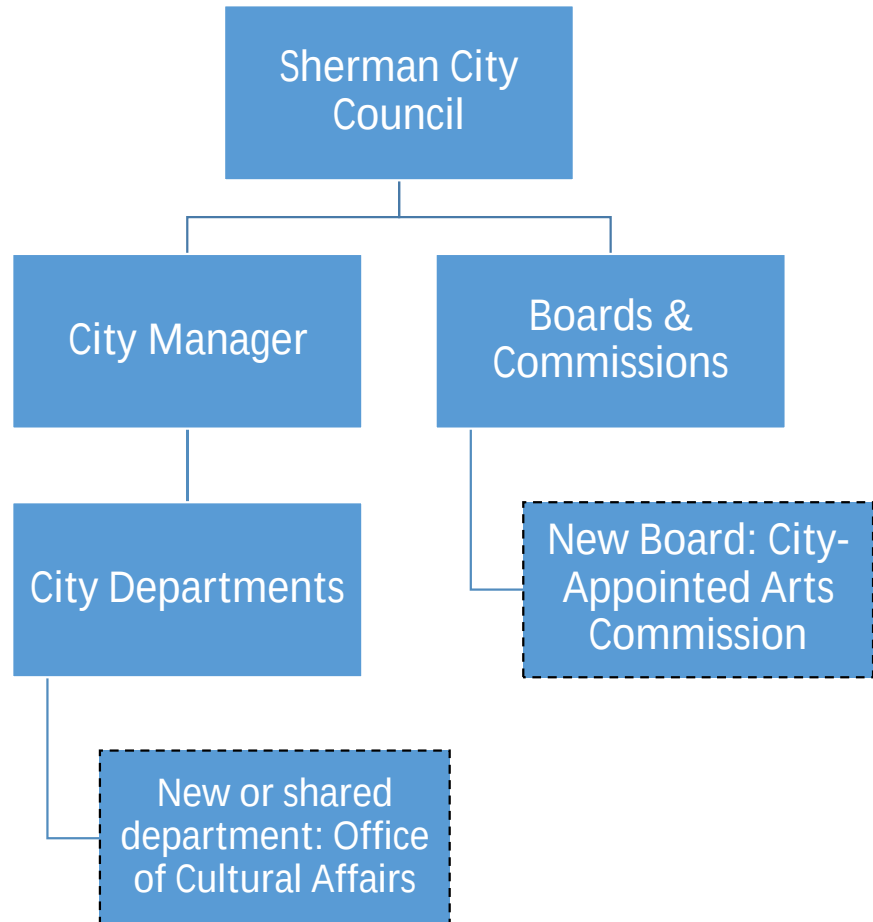
- New 21st-century model
- Arts Commission structure
- Role of Arts Commission

Key Research Findings:

Arts Commission Purpose

- Promote existing cultural assets
- Embrace full spectrum of culture
- Foster cross-communication
- Advise grant process

City-Appointed Arts Commission



Arts Commission Structure: City Council-Appointed Commission

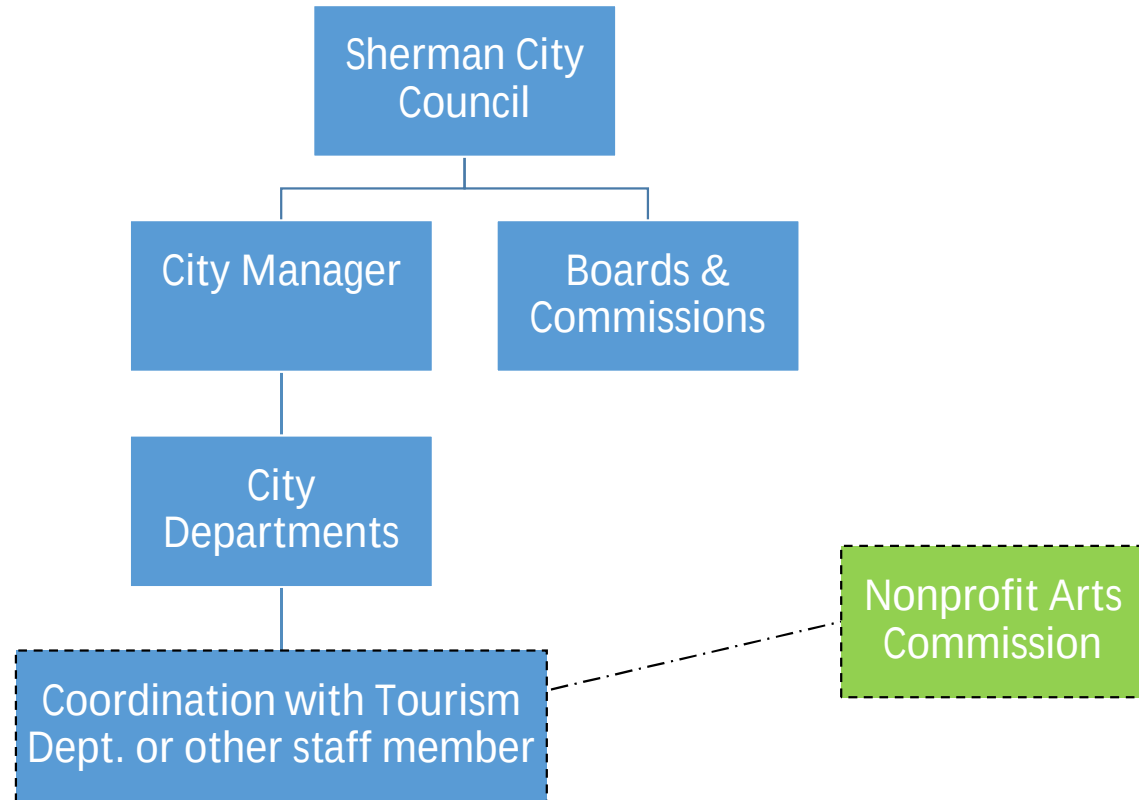
Benefits

- Relationships with other city departments
- Increased city oversight

Challenges

- Need for more citizen input
- Competition with other departments

Independent Nonprofit Arts Commission



Arts Commission Structure: Independent Nonprofit

Benefits

- Independent entity
- Broader funding options

Challenges

- Lengthy process to create a 501(c)(3)
- Sustainable funding

Key Research Findings: Calendar

- Addresses greatest community need
- Unifies the Sherman community



Key Research Findings: Best Practices in Grant Distribution

- Fair, transparent, and objective process
- Defined criteria for scoring

Recommendations

- Increased student involvement
- Community arts space



Texas Cultural Districts Program

- Way to package all the assets Sherman has to offer
- Access to grant programs
- Continue to build cultural equity in Sherman

Process to Become a District

- Letter of Intent
- Official application due June 15th

Actions the City Can Take

- Complete Texas Cultural Districts Application
- Form broad-based Arts Commission

Q & A



Arts & Health

Arts & Marketing

Arts & Culture

Arts & Business

Arts & Education

Arts & Sherman

Arts & Technology

Arts & College

Arts & Innovation

Arts & Tourism

Arts & Health

Arts & Marketing

Arts & Culture

Arts & Business

Arts & Education

Arts & Technology

Arts & History

Arts & College

Arts & Innovation

Arts & Tourism

Arts & Health

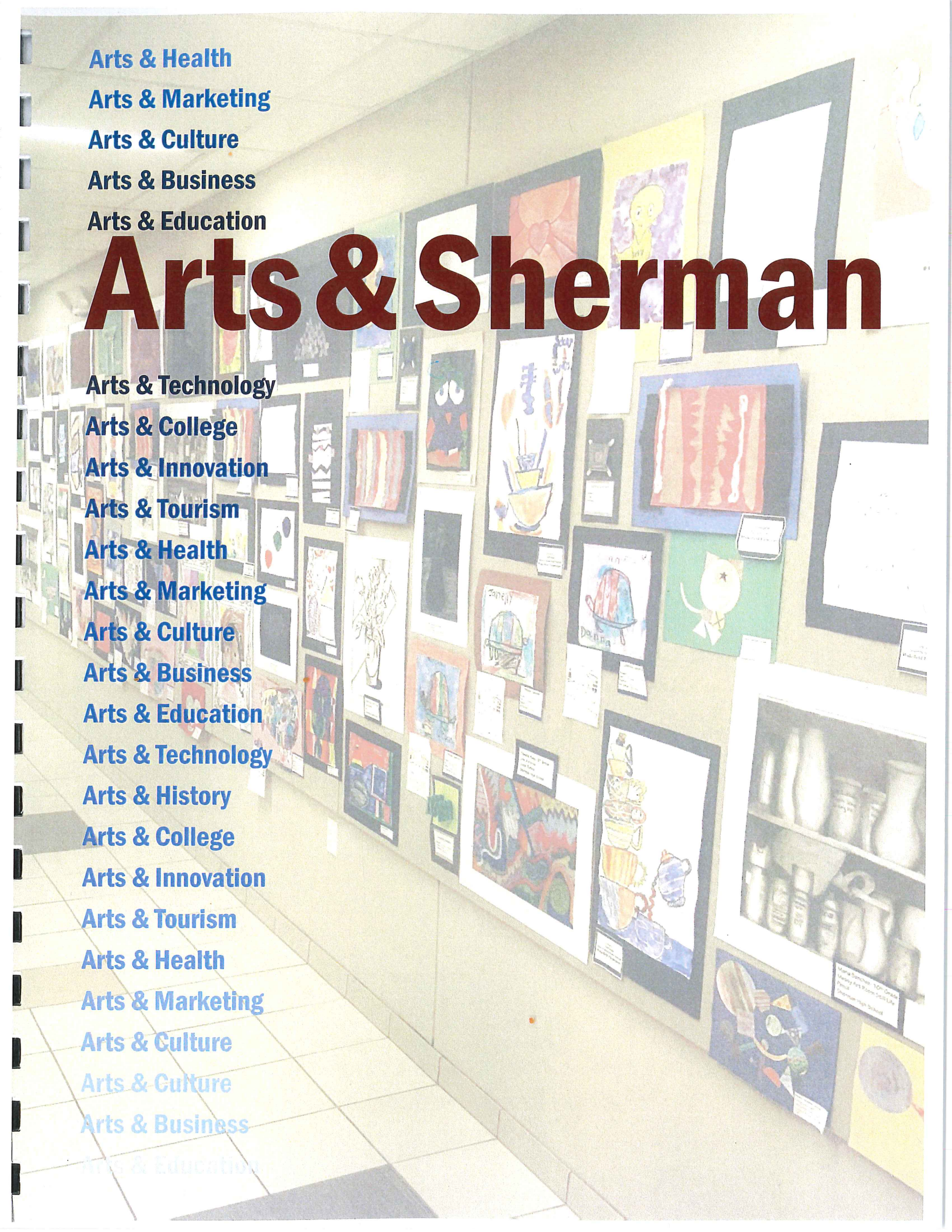
Arts & Marketing

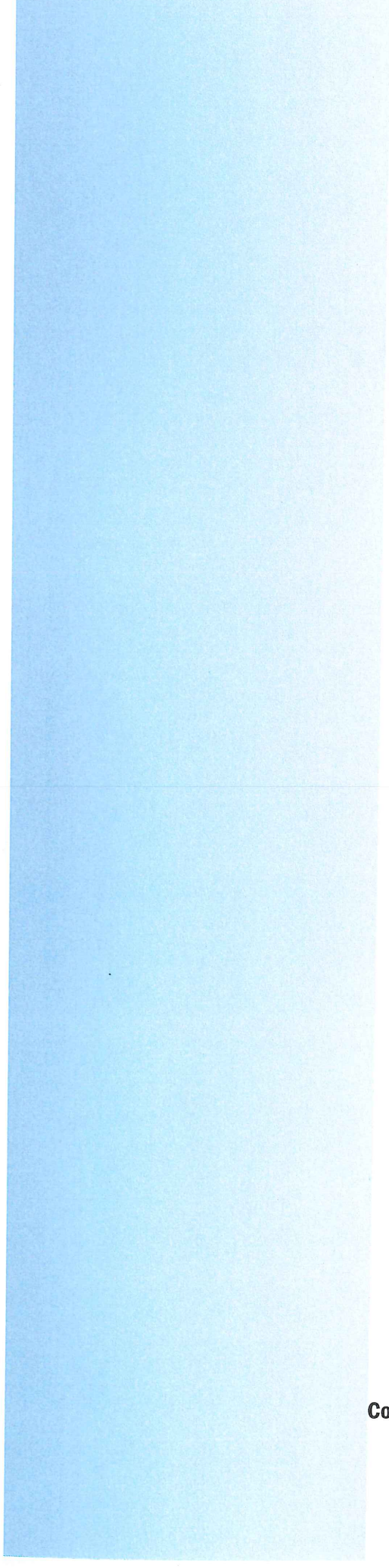
Arts & Culture

Arts & Culture

Arts & Business

Arts & Education





**Prepared by the Austin College CityLab: Leadership on Location class
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Introduction

The City of Sherman recognizes the value of the Arts in the community for the further economic, social, and cultural development of the city. To that end, City officials engaged Austin College's *CityLab: Leadership on Location* January Term class to assist in developing a strategy that honors Sherman's cultural legacy while enhancing its future success.

The purpose of this collaborative effort was to:

- **Research best practices in arts advocacy, and**
- **Prepare a Letter of Intent to the Texas Commission on the Arts for a full application to the Texas Cultural Districts Program.**

These two steps will reflect and capitalize on Sherman's authenticity in performing arts and cultural diversity. Through interviews with numerous artistic and cultural leaders both in the Sherman community and across the state of Texas, the researchers discovered abundant community need, community support, and common goals for the enhancement of arts and culture in Sherman. Reference data was collected from the Cultural and Arts Districts of Denison, Dallas, Fort Worth, and Austin on the mechanisms and functioning of their cultural and arts districts and programming.

The examples shared in this report, *Arts & Sherman*, also will support the community goals of enhancing the atmosphere in the downtown Sherman area, as well as promoting tourism. Implementing these methods will also fulfill the general goals of expanding arts programs in Sherman and increasing the interactions between business and historically underrepresented groups with the arts.

Two important concepts helped shape the direction of the research, and are represented in the key recommendations. These two guiding principals are:

- **Cultural Equity**, which ensures quality art experiences are available to everyone, as well as funding for historically underfunded groups
- **Creative Placemaking**: a process in which public, private, not-for-profit, and community sectors partner to strategically shape the physical and social character of a town around arts and cultural activities.



Sherman's History

Dating back to its founding in 1846, the city of Sherman and its inhabitants established a dynamic community culture around the arts, education, and hospitality. Named after Texan military hero General Sidney Sherman, who coined the phrase "Remember the Alamo!," the city remains rooted in the foundational history of Texas itself. Soon after its establishment, the city became an agricultural – and eventually industrial – hub.

Sherman was also soon known as "The Athens of Texas." Among the many artistic assets in Sherman, the performing arts have played a defining role in the overall cultural identity of the city. The Sherman Opera House was a centerpiece of the late 19th and early 20th centuries. The Sherman Little Theater was established in 1925 and remains today as the third oldest community theater in Texas. Multiple performance venues provide space for the Sherman Symphony Orchestra, Sherman Community Players, Theatricks, Sherman Community Series, and numerous festivals.

Aligning with the artistic and intellectual qualities of Athens, Sherman was also a hub of higher education. Before 1900, there were four colleges in the city of Sherman: Kidd-Key College and Conservatory, Austin College, Mary Nash College, and Carr-Burdette College. Today, Sherman is still home to Austin College, the oldest college in Texas operating under its original character and one of the top 100 liberal arts colleges in the nation.

An array of cultural activities are offered through Austin College, and students from Austin College, Grayson College, and the public schools participate in many arts-related activities.



Postcards of old downtown Sherman depicting Kidd Key College and a bustling street corner.

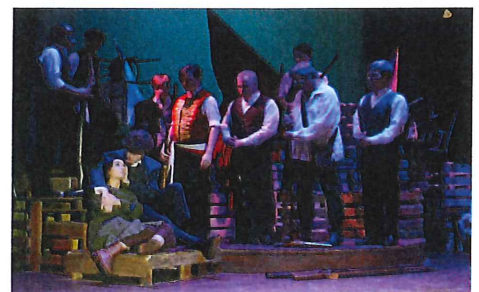
In recent years, the arts and culture of Sherman have begun to reflect a more multifaceted city. While the traditional performing arts continue to undergird the culture of Sherman, the city's artistic character has been influenced by rapidly changing demographics. As reported by a Sherman city official, the Hispanic community is one of the leading ethnic demographics in terms of size, while the Asian – specifically Burmese – population is rapidly growing. More groups are finding a voice through expanding art styles, creating group-specific events, and celebrating cultural holidays as a community.

Efforts to enhance arts and culture in Sherman have been an ongoing process. Entities such as the Sherman Council for the Arts & Humanities served to distribute funds and promote arts activities and events. In 2009, the City of Sherman completed and adopted a new Comprehensive Master Plan which included a full chapter on the enhancement of downtown tourism, arts and humanities programs, and senior citizen services. In 2014, the City of Sherman, partnering with the Sherman Community Players, applied for federal funding through the Our Town program to create a formal Cultural District in the Central Business District. While funding was not received, the proposal took the City further down the path of supporting a comprehensive cultural program.

Through each of these efforts, community leaders have identified the city elements of success for sustaining the arts. The potential for Sherman to be a rich cultural, artistic, and attractive city is acknowledged by statewide officials, Austin College students, and community members alike.



Photo credit: Chris Jennings



Lively, community-minded events in modern downtown Sherman.

Key Recommendations

From interviews, on-site visits, and research, six key strategies are recommended for Sherman's future success as a destination for cultural tourism and for a lively community.

The first two strategies are foundational for the remaining strategies as well as additional findings presented in *Arts & Sherman*.

Each recommendation includes specific steps for implementation.

1. Establish a citizen Arts Commission, its structure, and function

2. Create a designated cultural district

3. Implement an objective, transparent grant program

4. Develop effective marketing and promotional strategies

5. Invest in additional downtown infrastructure

6. Develop a community arts space



1 Establish an Arts Commission

The cultural life of Sherman reflects the many different organizations and stakeholders of the city. Best practices from around the state indicate that to keep up with change and growth in this cultural tapestry, a **new form of arts advocacy alliance** would be helpful in establishing common goals and effective communication. This "Arts Commission" would be diverse and inclusive in its membership, bringing together passionate leaders, various artistic disciplines, and both existing and emerging arts-related groups. The commission would build community support and participation and forge a path for sustainability of the arts.

How the new Arts Commission should be structured is an important decision to set the stage for successfully implementing other key recommendations. Throughout the state of Texas, cultural/arts districts varied the structure of these arts alliances; however, no matter the Commission organization, the respective city leaders relied on the effectiveness of the organization to advance the mission of arts advocacy.

An arts advocacy alliance with a broad and inclusive mission is foundational to Sherman's future success as a creative hub. Two distinct models are presented for consideration:

- (A) Division of City Government**
- (B) Independent Nonprofit Organization**



Sherman Symphony Orchestra performing in Kidd Key Auditorium.

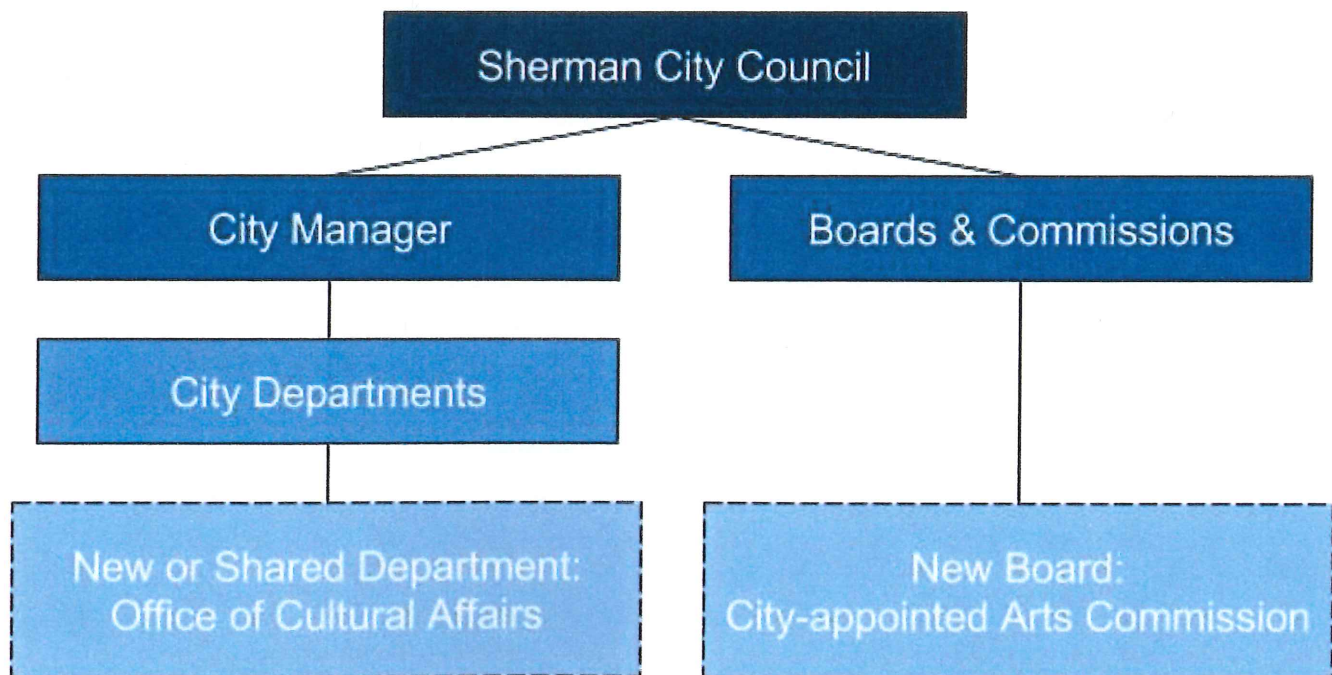
Model (A): Division of City Government

For this report, the City of Dallas Office of Cultural Affairs was selected for study as a model of a **municipally-sponsored arts program**. In this model, the city could either (1) create a department dedicated to the administration and promotion of arts and cultural activity, or (2) dedicate resources of an existing department such as Tourism or Parks & Recreation. The city council would appoint a cultural or arts commission to serve in an advisory role, and a city staff member would serve as liaison to the commission.

Key aspects of the Dallas Office of Cultural Affairs include:

- It is a division of the City Manager's office and "fosters support, partnerships, and opportunities for Dallas citizens, visitors, artists, and arts and cultural organizations."
- The OCA is advised by an 18-member Cultural Affairs Commission appointed by the Dallas City Council.
- OCA directly operates seven of Dallas' 23 cultural facilities, referring to them as "cultural centers" (similar to Sherman's Kidd-Key complex). The additional facilities are managed through private/public partnerships with long-term management or operation agreements approved by City Council.
- OCA implements the Public Art Program for Dallas, along with the "Thriving Minds" educational initiative in partnership with Dallas Independent School District

In Sherman, a municipally sponsored arts program could be structured as follows:



Arts Commission in relation to the Sherman City Council as a division of the city government.

As illustrated in the preceding chart, a City of Sherman cultural arts program would have two foundational steps: Designating a city staff member to oversee Sherman's cultural activity, and creating a new Council-appointed board to advise and assist the mission. Council representation from a broad base of the community would support increased cultural equity, and provide a strong volunteer group to move forward on specific needs identified by Sherman's current cultural leaders.

Additional benefits from a City-managed model would be the ability to coordinate current investments in Downtown infrastructure improvements, the Main Street Program, and Tourism Dept. events already under the City's umbrella. An appointed arts council also would serve as the advisory group for a Sherman Cultural District, another recommended step that is discussed in this report.

Finally, a municipal model brings some challenges. Within the City, budget factors may limit the program's outreach. And while a city commission would offer transparency, it also may be more constrained by rules and regulations in comparison with an independent nonprofit model.

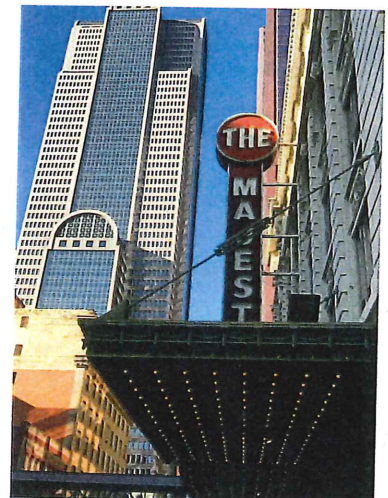
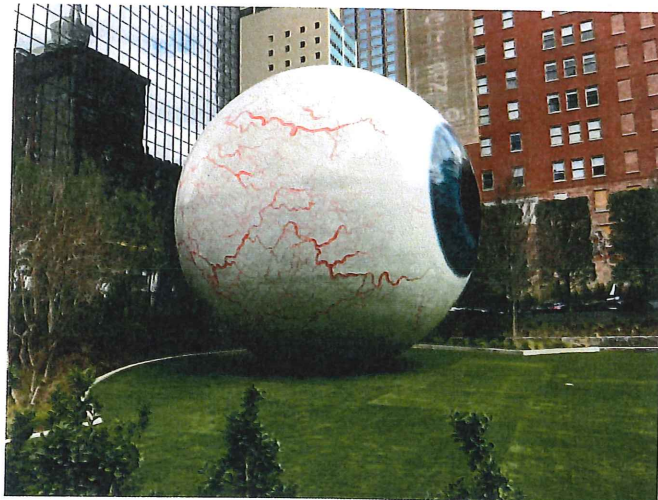
CITY-MANAGED MODEL

BENEFITS

- Leverages ongoing work in Downtown, Tourism, and Main Street Programs
- Grant program oversight
- Smoother communication around programming and planning
- Advisory role in proposed Downtown Cultural District

CHALLENGES

- Competition within city budget for funding and resources
- Constraints of municipal government processes
- Maintaining citizen engagement



REAL WORLD EXAMPLE: DALLAS, TEXAS

The City of Dallas Office of Cultural Affairs provides direct oversight of the public arts program and operates several cultural centers. The OCA also works in concert with the nonprofit Dallas Arts District. As a board appointed by city government, the Cultural Affairs Commission reviews grant requests and encourages creative placemaking throughout the city. Dallas's structure has been particularly successful in focusing on diversity and community need.

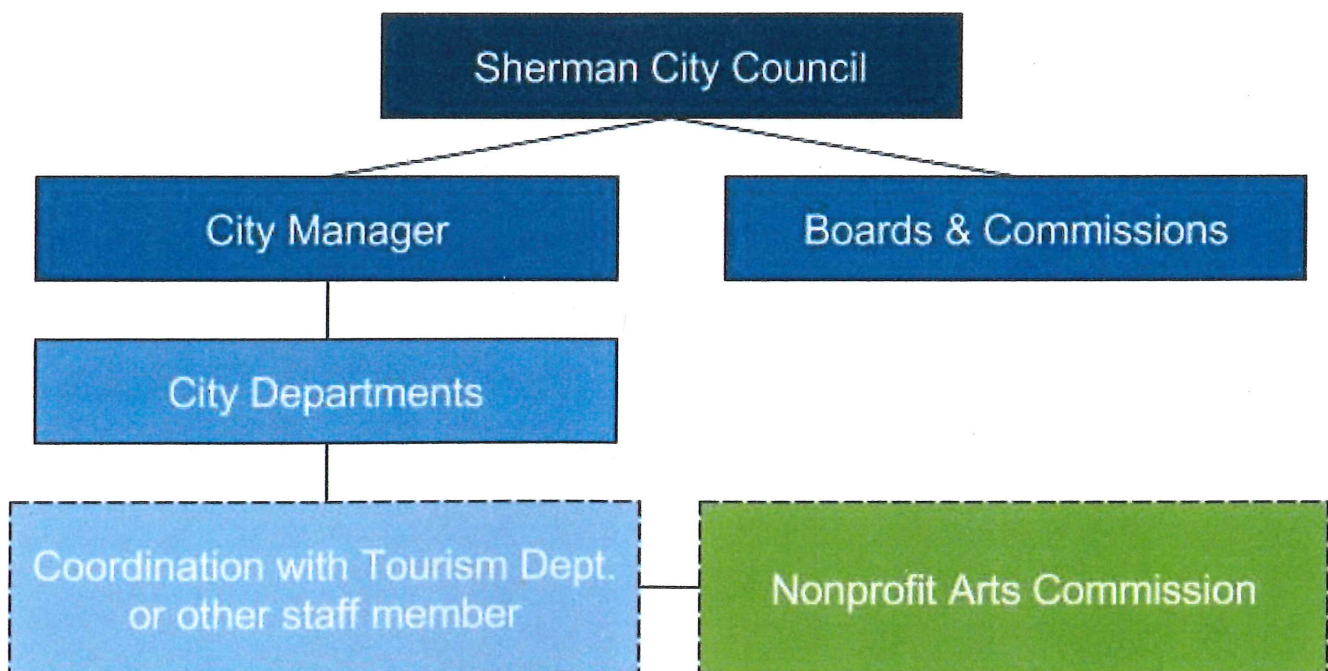
Model (B): Independent Nonprofit Organization

A nonprofit organization is another solution for structuring a community Arts Commission. This type of Commission, under a 501(c)(3) label, would follow the prescribed process to incorporate as a nonprofit, establish its own governance, and fulfill the needs of a community's arts activities. This report presents findings from the City of Fort Worth's nonprofit arts group, Arts Council of Fort Worth.

Key facts about this group include:

- Formed in 1963, it serves and responds to the needs of local artists, arts organizations, and residents through multiple channels.
- Arts Council programs address three main areas: administration of a competitive grants program; enhancing the visual environment through the Fort Worth Public Art program; and offering an affordable and accessible venue for artists, arts organizations, and the community as a whole through management of the Fort Worth Community Arts Center. All three of these areas are accomplished in cooperation with Fort Worth city government, through contractual arrangements. The arts council staff, as nonprofit employees, maintain the relationship and reporting to the City.
- Funding comes from a variety of sources, including gifts from local individuals, small businesses, corporations, foundations, the City of Fort Worth, Tarrant County and Texas Commission on the Arts.

For Sherman, an independent arts management program could establish a public-private partnership with its relationships structured as follows:



Arts Commission in relation to Sherman City Council as a nonprofit organization.

A nonprofit structure requires the group to actively seek sponsorships, donations, and grants. An independent group could, however, contract with the City of Sherman to administer a grant program funded through the Hotel Occupancy Tax.

The steps to set up this type of public-private partnership would entail:

- Forming a citizen group to organize and establish a mission of broad-based advocacy
- Incorporate with the State of Texas as a nonprofit 501(c)(3)
- Establish relationships with the City of Sherman to administer specific programs such as grant review, event management, and cultural district oversight
- Develop a work plan and build community relationships to respond to community needs.

Fort Worth's arts district—the geographic area that is home to the city's major museums, the Stockyards, and the City-owned Community Arts Center—is a strong example of a highly successful public-private partnership. The collaboration, however, has evolved over a long period of time and would not be easy to replicate.

PRIVATE NONPROFIT MODEL

BENEFITS

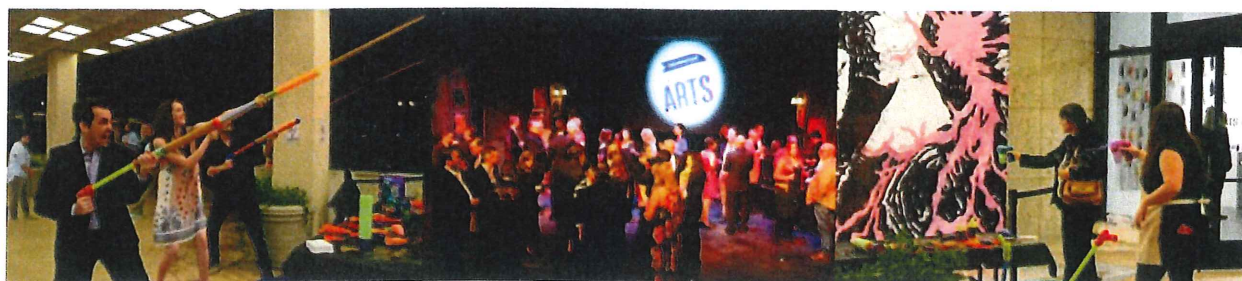
- More nimble structure due to independence from municipal processes
- More flexibility in pursuing funding options outside of City budget
- Strong recognition program for donors and funding partners

CHALLENGES

- Lengthy process to create 501(c)(3) corporation and implement work plan
- Sustainability of funding sources
- Limited communication with City staff and programs

REAL WORLD EXAMPLE: FORT WORTH, TEXAS

The Heart of Gold and the Celebration of the Arts are two signature, annual events as fundraising opportunities for the Fort Worth Arts Council, an independent nonprofit organization. The Heart of Gold Awards event is held to celebrate philanthropy and leadership in the arts, as well as to honor outstanding individuals and businesses known for promoting and enriching the community arts. The Celebration of the Arts event is hosted by the Fort Worth Arts Council. It is an "Art in Motion" attraction, providing interactive art experiences, food, drinks, and performances. Both events successfully attract new donors, thereby enhancing the sustainability and support of the Fort Worth Arts Council.

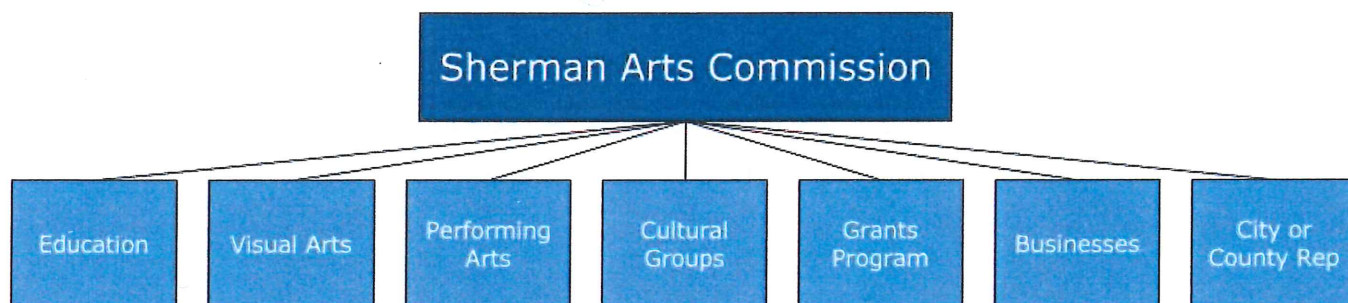


<http://www.artsfortworth.org/celebration-of-the-arts/>

A model for board representation

With the growing diversity of Sherman, representation from different cultural groups would prove most beneficial in achieving a more inclusive community. To represent the Arts Commission, **cultural champions** should be identified within the Sherman community. Cultural champions are those who exemplify passion for the arts and promote the uniqueness of Sherman within and outside of the Sherman community. Artistic, ethnic, racial, and age diversity in membership would broaden engagement and allow various audiences to collaborate.

The collaboration between Commission members should **focus on eliminating barriers** that keep other members from active participation. Cultural equity should be the vision of the new Arts Commission, as it is the foundation on which a strong community is created.



Suggestion for Sherman Arts Commission representatives. One to two people from each discipline would allow for an artistically, culturally, and professionally diverse group.

REAL WORLD EXAMPLE: SHERMAN'S HISPANIC HERITAGE

The Hispanic Heritage Council hosts a Valentine's Day dance annually, excluding 2016. The dance attendees come from not just the Hispanic community, but from a multitude of other cultures in Sherman as well. Two DJs play music in Spanish and English, and all cultures in attendance dance to whatever song is being played. The goal of merging the diverse audience of Sherman is reached, in this case through music. Community members have the opportunity to learn about different cultures and appreciate their differences. An inclusive Sherman Arts Commission can facilitate appreciation for the uniqueness of other cultures, including food, music, art, customs, heritage, and literature.



2 Create a Designated Cultural District

In the past two decades, significant energy and resources have gone into Sherman's city center. Sherman was a Texas Main Street City from 1993-1998, and in 2001, the City restored the historic Kidd-Key Auditorium and Ballroom as a performing arts and civic center. Then, in 2009, the City of Sherman adopted a new Comprehensive Master Plan that highlighted broad-based, passionate community support for downtown improvements including walkability and cultural tourism. New interest in a downtown "district" emerged as the nexus for the historical and cultural assets that defined both the heritage and future of the city.

This has inspired the vision to establish a formal Sherman Cultural District to connect important Downtown landmarks. The District will capitalize on city infrastructure upgrades and pedestrian improvements from TxDOT in the blocks around the Courthouse Square, and complement the current Sherman Main Street program.

Creation of the new district would provide the geographic and programmatic framework to coordinate creative placemaking in Sherman. Furthermore, the City of Sherman should take the additional step of submitting an application to the Texas Cultural Districts Program. Administered by the Texas Commission on the Arts, this program defines Cultural Districts as "special zones that harness the power of cultural resources to stimulate economic development and community revitalization." With Sherman's many historic and artistic assets, the new state recognition would enhance cultural tourism and boost local business and motel traffic.

The *Arts & Sherman* team has researched the application process and prepared a letter of intent to the Texas Cultural Districts Program. Next steps for the City are:

- Define clear boundaries for the Sherman Cultural District and adopt the local designation
- Follow the community engagement process outlined on the [Texas Commission on the Arts website](http://www.texascommissiononthearts.org/) to help prepare the application
- Submit the full application to the state by June 15, 2017

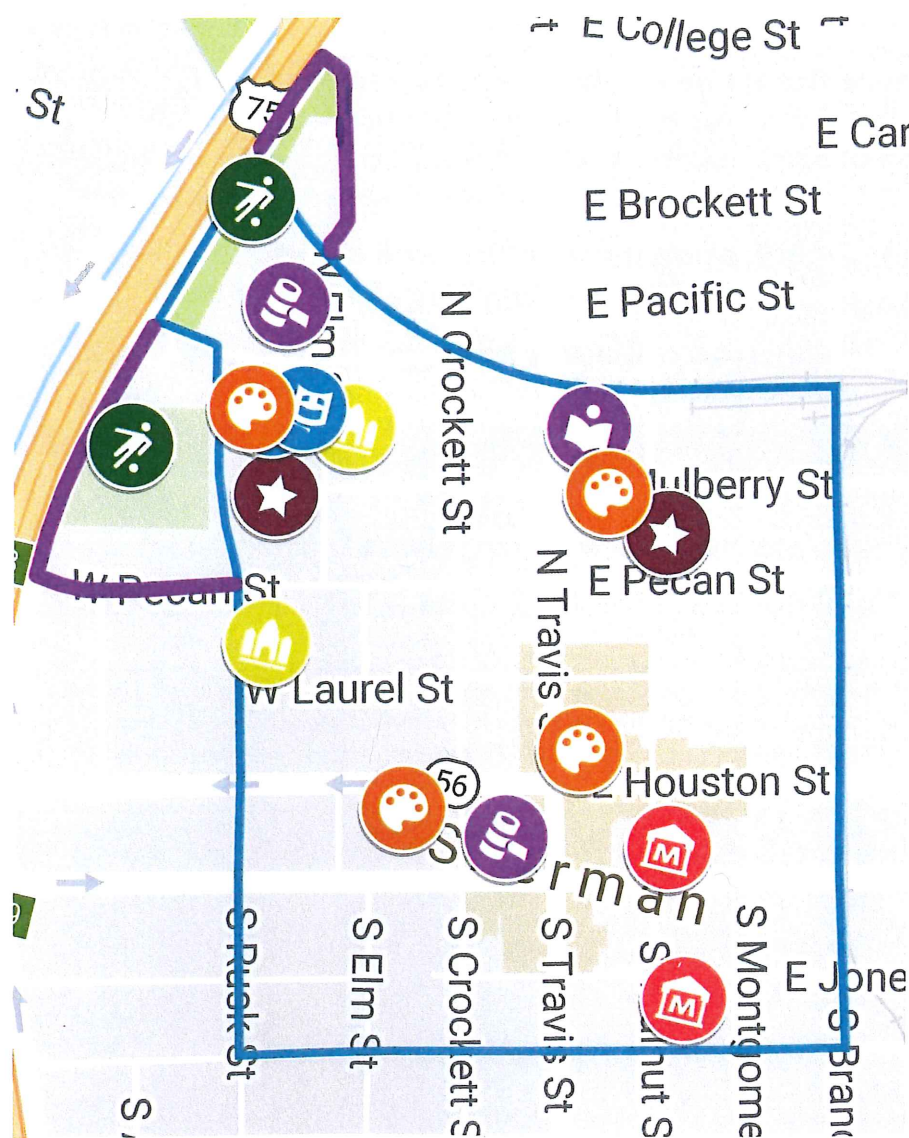


<http://www.texasbob.com/stadium/stadium.php?id=370>

From left to right: Kidd Key Park, Kidd Key Auditorium, and Bearcat Stadium

Boundaries for the cultural district should be walkable and contribute to the synergy of the geographic area by including historic sites, performance and artistic venues, arts-based businesses, and community gathering places. The proposed district would primarily overlay the Central Business District boundaries, with suggested extensions to encompass Bearcat Stadium and the vacant property below and to the north of the former Sherman Youth Center building.

- | | | |
|--|---|--|
| <ul style="list-style-type: none"> City's Mapping Covenant Presb. Church First Utd. Method. Church Grayson County Courthouse Chamber of Commerce Kidd Key Auditorium Farmer's Market Finley Cultural Center Honey McGee Playhouse Sherm. Community Players | <ul style="list-style-type: none"> Sherm. Public Library Sherm. Jazz Museum The Sherman Museum Sherm. Bearcat Stadium Washington Park Gallery Frames & Art Center Painting with a Twist Pickles & Pottery Quin Studio | <p>Boundary extensions</p> <ul style="list-style-type: none"> NW Addition W Addition |
|--|---|--|



3 Implement an objective, transparent grant-making program

Funding from cities, sponsors, and corporations is often limited for Arts Commissions and partner organizations. Many cities have designed grant programs to allocate funds for events and groups that promote their community as a cultural destination. The grant programs methodically and numerically allocate funding to applicants, providing a mechanism to distribute grant monies in a fair manner.

As Sherman's cultural vitality increases, more competition in the application process is expected as new events and organizations arise. Clear regulations need to be established in order to make fair, unbiased decisions to distribute Hotel Occupancy Tax funds that the City budgets for tourist promotion, as well other funds as available.

Recommendations derived from the research and the Texas Commission on the Arts on grant programs yielded several successful grantmaking strategies. These include:

- A **scoring system should be implemented** to create a structured way of generating funding decisions. Based on the numerical score, the funding would be allocated to applicants with the highest values. There would be a minimum score in order to receive full funding.
- **Artistic quality, organizational capability, and community impact** are three recurring themes commonly used as criteria used for evaluating grant applications
- Once grants are awarded, **accountability measures** are part of the grant contract (tracking progress and requiring reporting).
- Grants should have a **set time period for completion**. A policy should be established on whether extensions to the grant period should be allowed.

The following page is an example of a common arts and cultural grant scoring system. Scoring systems can include explanations for score ratings.

REAL WORLD EXAMPLE: FORT WORTH, TEXAS

Fort Worth has been able to distribute grants fairly and equally using a structured grant program. Each application is evaluated in-depth to assure the grant money is spent in the best and most appropriate way. Over the course of three months, select panelists review an average of twenty applications. Grants are scored based on artistic quality (50%), capability (25%), and impact (25%).



<https://www.artsfortworth.org/>

Sample scoring criteria for arts grant program

ARTISTIC EXCELLENCE: Evidence that the organization is providing programs and services of high artistic merit for Nebraskans

30 points	Excellent: 30-25 points	Average: 24-18 points	Weak: 17-0 points
Programs & Services	DETAILED DESCRIPTION is provided of the organization's programs and services	BASIC DESCRIPTION of programs and services, but the specifics are not clearly articulated	HARD TO GRASP, and few specific details are provided
Mission	CLEAR EXPLANATION of how the programs and services fulfill the organization's mission	GENERAL STATEMENT on how the programs and services fulfill the organization's mission, but lacks clarity	LACKS AN EXPLANATION of how the programs and services fulfill the organization's mission
Artistic Merit	CLEARLY EVIDENT and WELL ARTICULATED artistic value and significance to the community	IMPLIED but NOT SPECIFIC evidence of value and significance to the community	HARD TO DETERMINE or NO evidence of value and significance to the community

ORGANIZATIONAL CAPACITY: Evidence that the organization will successfully carry out its programming

40 points	Excellent: 40-35 points	Average: 34-28 points	Weak: 27-0 points
Development	ACCURATE & REALISTIC BUDGET; development plans indicate good fiscal health with a variety of revenue sources	BASIC, ITEMIZED BUDGET info; plans leave questions about the financial strength of the organization	CONFUSING and UNREALISTIC BUDGET; development plans leave doubts about the fiscal health of the organization
Program Evaluation	EFFECTIVE EVALUATION TECHNIQUES that are an ongoing part of the planning process	OUTLINED EVALUATION EFFORTS, but leaves questions as to how the information is to be used	FAILS TO ADDRESS how the organization will evaluate it programming
Strategic Planning	THOROUGH PLANNING indicated, including a relevant and timely strategic plan	VAGUE statements about process and does not address future needs of the organization	ABSENT or CONTRADICTIONARY strategic planning to organization's stated mission

COMMUNITY OUTREACH & IMPACT: Evidence that the organization is committed to serving the community

30 points	Excellent: 30-25 points	Average: 24-18 points	Weak: 17-0 points
Community Partnerships	CLEARLY IDENTIFIES community collaborators and explains how they are working together	DESCRIBES partnerships in the application, but lacks specifics about cooperative projects	LITTLE OR NO EVIDENCE of collaborations with other community organizations
Outreach/ Education	PRO-ACTIVE PLAN for audience development, including education and outreach programs that go into the community	BASIC or PASSIVE outreach and/or education that serve those who come to the organization	DOES NOT ADDRESS audience outreach and/or education, or makes vague and empty statements
Audience Engagement	PRO-ACTIVE PLAN for attracting new audiences and involving underserved audiences*	OPEN to, but not engaging, underserved populations	DOES NOT ADDRESS service to underserved populations, or makes vague and empty statements
Advocacy	DEFINED COMMITMENT and PLAN to educate state and local policy makers about the importance of the organization's work and the need for public support for the arts	ADDRESSES the need to advocate for the arts, but provides LITTLE ACTUAL PLANNING for events or specific efforts	DOES NOT INCLUDE plans to promote the arts

*Those populations whose opportunities to experience the arts may be limited by geography, ethnicity, economics, or disability.

4 Develop Coordinated Marketing and Promotion Strategies

Sherman is an increasingly diverse community amidst steady growth. Through interviewing regional artisans, local business owners, Dallas city officials, Fort Worth Arts Commission staff members, and state government administrators, a number of best practices were identified. When arts and cultural organizations work in tandem with local businesses and city officials, they attract a larger audience than by themselves. Communication between these organizations in Sherman is a key component to successfully implementing a broad and continuous marketing strategy. A strong, unified marketing plan would not only bring in business from the local community, but also help increase tourism. As Sherman looks to the future, it has the foundation to become a unique destination for people across the Texas area and beyond, and continued improvements in its marketing strategy will contribute to a stronger regional culture.

BEST PRACTICES IN COMMUNICATION AND COLLABORATION

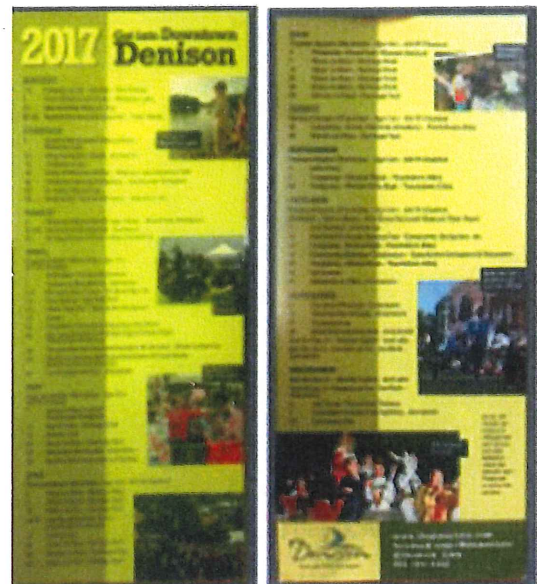
- **Social Media mix.** Social media is the key to gaining a new and younger set of patrons for events. With boosting, local organizations purchase advertisements across various social media platforms, which then show up in the feeds of their targeted audiences. Boosts can be inexpensive and help to reach younger audiences who might not use printed forms of media. Facebook pages reach a broader audience than Twitter, Snapchat, and Instagram. **Spotlight:** Sherman Community Players, Downtown Sherman NOW and City of Sherman use these strategies.
- **Community Events Calendar.** An overwhelming request from interviewees in the city of Sherman was for a comprehensive community events calendar. **Spotlight:** The Dallas Office of Cultural Affairs manages a robust [calendar of events](#).
- **Cross-promotion.** Communication and collaboration between organizations increases the economic and cultural success of events. **Spotlight:** The marketing managers for each of the museums in the Fort Worth Arts District meet regularly to plan effective promotions. One of their events is "A Day in the District" in which all museums waive their entry fee and local food trucks park nearby.
- **Extended, themed events.** Artistic themes can be shared and interpreted by various cultural organizations and community art spaces. **Spotlight:** A Russian art show was opened in Odessa...after the paintings were smuggled out of the Soviet Union. Other local cultural groups, like the symphony and small theaters, also produced Russian works extending over a 9-month period, thus attracting visitors from across artistic, cultural, and geographic boundaries.
- **Grassroots Marketing.** Grassroots marketing techniques allow for face-to-face communication in which potential attendees become more likely to engage in the community. **Spotlight:** Face-to-face flyer handouts are one example of how the local

Sherman Community Players group established a successful relationship with the Texoma community. An interaction with a human, rather than a screen or a piece of paper, allows the viewer to form a connection that increases the likelihood of event attendance.

- **Organize Tours.** Many cities organize walking and cultural tours of their cultural/arts districts, providing a glimpse into the history of the region for visitors, and an opportunity for residents to experience their city in a new way. **Spotlight:** The nonprofit Dallas Arts District sponsors twice-monthly walking tours to highlight the area's architecture.
 - **Play up History.** In order to understand Sherman's current cultural identity, there is value in looking at its past—because that provides authenticity. Sherman was the jewel of Texoma, fusing education, arts, and music into a cultural melting pot, and many traditions continue their influence. **Spotlight:** Sherman's own Hot Summer Nights, held on Thursday nights, was inspired by the legacy of community concerts from the mid-20th-century Sherman Community Band.
 - **Develop business connections.** Recognizing value in the arts helps stimulate growth throughout the Sherman area. Arts and culture activity create an atmosphere in which people want to live, work, and shop. **Spotlight:** The Sherman Chamber's Boots & Band series pairs live music with a business host. Cultivating business partners also leads to underwriting for events.
 - **Reach outside of North Texas.** Marketing leaders in the community should begin research into the best ways to advertise in areas outside of the Grayson County and DFW media markets. **Spotlight:** The staff at the Texas Commission on the Arts advised that Oklahoma, specifically Oklahoma City, is a reasonable driving distance from Sherman to attract weekend visitors. Successful marketing could bring new visitors and new dollars.
 - **Utilize volunteers.** Creating a stable volunteer pool is challenging but vital to sustaining arts and cultural activity. **Spotlight:** The nonprofit group [Americans for the Arts](#) and its associated program, [Business Volunteers for the Arts \(BVA\)](#) provide advice on connecting corporations with arts volunteering positions.
 - **Use student power.** Since colleges are considered to be cultural anchors, numerous cities have enlisted the volunteer services and event planning skills of local college students. The volunteer and artistic links between the city of Sherman and Austin College—along with ties to Grayson College and the Sherman ISD—can be strengthened.
-

REAL WORLD EXAMPLE: DENISON, TEXAS

The Denison Arts Council puts together a brochure with a list of the year's events, including their time and location, that is distributed throughout the city. Denison has found great successes in public awareness to build attendance at community events and activities. The brochure additionally serves as a reference to other community entities when planning events, as it helps to avoid scheduling conflicts. By including events and activities occurring throughout the year, Denison's brochure allows ample time for the public to schedule the events into their calendar. Overall, this strategy has made a big difference in increasing community involvement in the arts and culture of Denison.



5

Invest in additional downtown infrastructure

In interviews with Sherman leaders, the concepts of walkability, pedestrian safety, and landscaping were common themes involving community engagement downtown. It is important that a cultural or arts district is pedestrian-friendly, as foot travel creates a more personal experience with the surrounding environment. Allowing pedestrians to interact with both the built and natural environment would boost overall District activity and would likely encourage tourists and community members alike to return. The Sherman Cultural District must find a way to make it easy, safe, and desirable for people to explore the area.

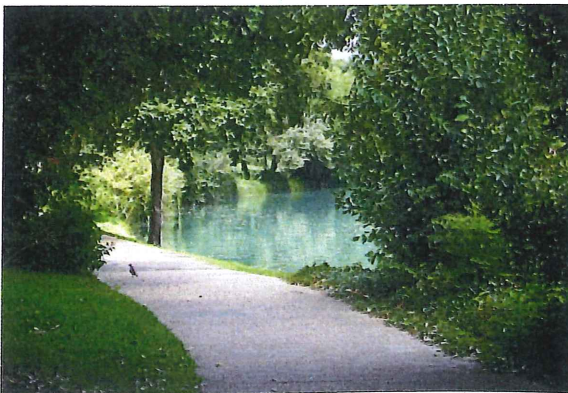
The City of Sherman has renovated some downtown sidewalks throughout the proposed Cultural District; however, other sidewalks remain uneven and narrow. Additionally, redesigned signage or pedestrian-friendly wayfinding methods would enhance the downtown atmosphere while facilitating pedestrian traffic and strengthening the Sherman Cultural District brand. The current signs in the proposed District can be difficult to read due to a lack of uniformity in placement, style, and color. Similarly, wayfinding for drivers and pedestrians should be enlarged and placed in readable locations.

Green and flowering landscapes were highly recommended as key factors in the attraction of community members and tourists downtown. Despite the space limitations for landscaping in the Central Business District, these elements are always top-of-mind when people describe the ideal downtown environment. When placed near the street, trees also provide a natural buffer between pedestrians and traffic. Maintaining this extra layer of pedestrian safety through landscaping is an ideal solution to both the beautification and management of multi-modal traffic.

Lighting and lighted window displays are helpful in providing a sense of activity and safety. Assessing “dark” areas along streets could identify critical needs for street and building lights, and spark interesting window displays that engage pedestrians.

Most-requested streetscape features:

- Continued sidewalk improvements
- New, coordinated signage
- More ways to incorporate greenscape
- Window displays that convey “activity”



Jim Gillette, 2007

REAL WORLD EXAMPLE: SAN ANTONIO, TEXAS

Famous for its Riverwalk, the King William Cultural Arts District in San Antonio takes advantage of the natural greenery throughout downtown. San Antonio planned walking trails, bike trails, and kayaking routes around the Riverwalk, making the District a cultural and active landscaping work of art.

Proven Streetscape Strategy: Create a Public Art Program

Public art is a simple and interesting way to incorporate the arts into the downtown environment while allowing all community members and tourists access to art. Accessibility of art was an overarching theme throughout the interview process. Admission fees and transportation between arts locations can pose significant problems for some community members. Finding a way to accommodate those who may not otherwise be able to access the arts is crucial in creating a welcoming Cultural District. Denison, for example, placed permanent music sculptures at several points throughout their Cultural Arts District that doubled as interactive musical instruments.

Public art programs typically are overseen by a panel of artists, citizens, and officials. Art can be created:

- Through citizen activity
- As a commission for a specific location
- In many mediums: murals, sculptures, photography displays, banners, landscapes, stained glass, architectural elements, lighting, interactive musical features, and more

Similarly, Dallas embraced the feature of interactive public art with the famous "BIG" logo. Visitors can stand in as the "I" to take their picture with the sculpture. Both Denison and Dallas are clear examples of cities that capture authentic culture and share it through accessible public art.

REAL WORLD EXAMPLE: DALLAS, TEXAS

The Highland Hills Library in southeast Dallas features public art on an eighteen-foot glass window by artist Letitia Huckaby. The piece emphasizes the community environment, as it displays the silhouettes of Dallas residents interacting with their community. It was unveiled with the opening of the new library on October 18, 2014. The window consists of yellow, green, blue, and red glass panels fused with silhouettes and placed in the entrance of the library, providing a welcoming atmosphere. The piece is titled *Index* because it references an artistic link to the community of Dallas, and it will be displayed for generations to come. *Index* provides a great example of fostering art that has meaning and representation for a community.

Similarly, the "BIG" sculpture can be found in multiple locations across the Cultural Arts District. The interactive pieces of public art are picture hotspots, generating incredible amounts of free marketing on social media platforms.



<https://content.govdelivery.com/accounts/TXDALLAS/bulletins/d3f408>



<https://www.loc.gov/item/2015631222/>

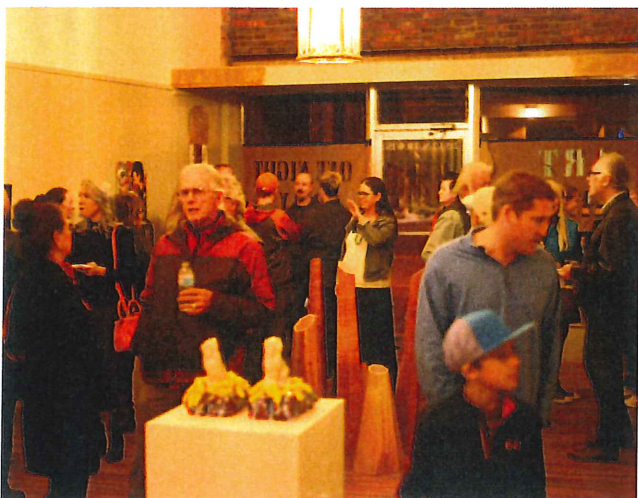
6 Develop Community Arts Space

The Texoma region has been home to well-established arts and cultural associations for a long time, but Sherman must find a way to balance the needs of the established organizations with the needs of emerging organizations. One challenge facing these newer groups — and even some older ones — is meeting the demand for exhibition and educational space. A community arts space would grant these organizations a place to share their talents, while drawing in visitors and residents to experience the arts in Sherman. A community arts space could host new arts education programming, become a backdrop for cultural events, and ensure that the Sherman area would continue as an artistic and cultural destination.

During the research travel time, one major asset found in almost every successful Cultural District was community space dedicated to nurturing the “creative economy.” Purposeful community spaces help highlight local arts, supply a quality cultural experience to all community members, and anchor local redevelopment.

Of the interviewed cities, two main concepts for community arts spaces were expressed. Small community spaces dispersed throughout a city allow for specialization in each neighborhood, ensuring that the art being produced will resonate with target communities. The city of Dallas follows the neighborhood community arts spaces structure, while also operating larger central venues at The Majestic Theater and Dallas City Performance Hall, both in downtown. The “local” community arts spaces empower artists to craft unique opportunities for every cultural and artistic taste; these embrace diverse cultures and promote the work of historically underrepresented organizations. The small but plentiful community arts spaces are covert powerhouses that also support education offerings like Girls Rock Dallas. This is a week-long summer program wherein local girls learn about the music industry and ultimately perform for the Dallas community.

Sherman must find a way to balance the needs of established organizations with the needs of emerging organizations.



REAL WORLD EXAMPLE: GHOST TOWN ARTS COLLECTIVE

In January 2017, the nonprofit artists’ group Ghost Town Arts Collective celebrated its 10th anniversary with a pop-up art show in Sherman. This was the group’s first time to exhibit in Sherman, although the collective was founded by faculty and alumni of Austin College. In the past decade, no space has been made available for this type of activity. For this show, however, a local property owner offered a vacant building for the reception and show, which also featured live music. The venue was packed with art enthusiasts throughout the 3-hour event.

Alternatively, having a single community arts space enables a city to invest in its arts through centralized maintenance, operation, and scheduling. Fort Worth has one central community arts venue that houses nine gallery spaces, a black box theater, a proscenium theater, and several classrooms, as well as offices for the Arts Commission of Fort Worth.

Gallery spaces are dedicated to both amateur and professional use. Two galleries are operated as juried spaces where a panel selects local artists for the opportunity to exhibit their work; the other galleries are rented out at a reasonable price to local and beginning craftsmen and artists. The galleries and other spaces also are available for rent for birthday parties, wedding receptions, and even baby showers. Renting the community arts spaces adds another source of income for the Arts Commission of Fort Worth.

Community arts/cultural centers scattered throughout a city can nurture pockets of creativity; a centralized facility provides critical mass for the arts. Both models can be successful and both may be needed to meet the diverse needs of a creative community.

The proscenium theater is available to theatrical organizations, allowing access to a performance spot without the cost of year-round maintenance. It also houses the productions of an after-school program for Fort Worth Independent School District students. The black box theater was designed for less intricate productions, ones that involve smaller audiences and feel more intimate. The setup sculpts the Fort Worth Community Arts Center into a strong, practical arts force in the Cultural Arts District.

REAL WORLD EXAMPLE: FORT WORTH, TEXAS

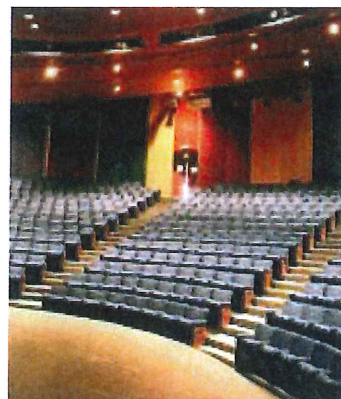
In 2002, the city of Fort Worth granted permission to its Arts Council to lease and manage the Fort Worth Community Art Center. It features two theaters, nine galleries for exhibition, five classroom and rehearsal spaces, and eight offices with P.O. boxes for the resident arts organizations. The spaces are rented out for events, and the classroom spaces are used for after-school activities in a strong arts education program. In order to support and encourage artists, the Arts Council of Fort Worth will take a 25% commission on all art sold in the Community Art Center, leaving 75% to the artists. Having a community arts space has successfully brought exhibitions, classes, and unique artistic expression to the Fort Worth community.



<http://www.ellenvantreuren.com/the-winter-show-2015/>



<http://www.eventective.com>



http://www.fwcac.com/?rentals/scott_theatre

Additional Findings

A properly designed arts and cultural district should cater to pedestrians, promote local pride, and further cultural equity. Interviews with city officials and local arts leaders from many Cultural Arts Districts revealed additional factors that are important when promoting a welcoming, engaging, and diverse Cultural Arts District. These insights are shared here.

City-Specific Marketing Recommendations

Interviewing financial authorities and relations specialists in Sherman, Denison, Dallas, Fort Worth, and Austin revealed an array of best practices that effective State Cultural Arts Districts — those that make all residents and visitors feel wanted and appreciated, boast efficient communications between organizations, and interact frequently and meaningfully with their populations — utilize. Representatives from all locations strongly encouraged Sherman's proposed Arts Commission to construct a reliable community events calendar and foster cross-promotion.

Two Sherman officials presented valuable insights. Nate Strauch, Community Services Manager for the city of Sherman, suggested that the Arts Commission give specific members separate marketing duties. For example, one member could function as a liaison for reporters, sending and receiving emails and text messages. Another could handle social media aspects by frequently posting to the Arts Commission's newly created Facebook,



Southbound view of Travis Street (L) and an outdoor mural advertising a local business in downtown Sherman (R).

Twitter, and Instagram accounts. Collectively, the Arts Commission could pursue the following advertising prioritization: anything sponsored by the city, such as tourism, taking precedence; then local nonprofits, like Habitat for Humanity, receiving its promotional efforts; and, lastly, unique or unusual opportunities—one-time offerings, special or little-known occurrences—getting coverage. A straightforward, prioritized marketing program and a creative viewpoint will secure the Arts Commission's advertising success.

Karen Tooley, Executive Director of Downtown Sherman NOW, is focused on generating event awareness and increasing attendance. Tooley suggested that in-kind sponsors — groups that contribute money to the Arts Commission — could earn the Arts Commission's backing through supportive measures, such as prominently displaying their logos. In terms of social media use, Tooley added that the Arts Commission should repost resident worthwhile content from local arts and cultural organizations, as well as implementing boosting techniques.

Facebook allows account owners to create pages promoting certain events, something that the Arts Commission could utilize so interested social media users could easily access that information and share it with friends. Similarly, the Arts Commission could host periodic Facebook giveaways to stimulate business for its artists and cultural organizations, especially those struggling to gain recognition. A rollout celebration after Sherman becomes a Cultural Arts District wherein musicians, dancers, face painters, and restaurant operators would showcase just how many groups would be supported by the new District. During community gatherings, the Arts Commission could ensure its marketing strategies stay current by asking attendants from varying socioeconomic backgrounds how they heard about the event

REAL WORLD EXAMPLE: HOUSTON, TEXAS

The nonprofit Houston Arts Alliance Board members and Advisory Board proudly represent the city's diverse population. Both sets of Board members maintain strong ties with their ethnic, artistic, and cultural communities as they serve in the all-volunteer positions. Each Board member can serve up to two three-year terms, keeping representation fresh and progressive. The diversity exemplified by the Houston Arts Alliance has helped to create a welcoming Cultural Arts District environment for all ethnicities, artistic tastes, and cultural backgrounds.



BTse Photography

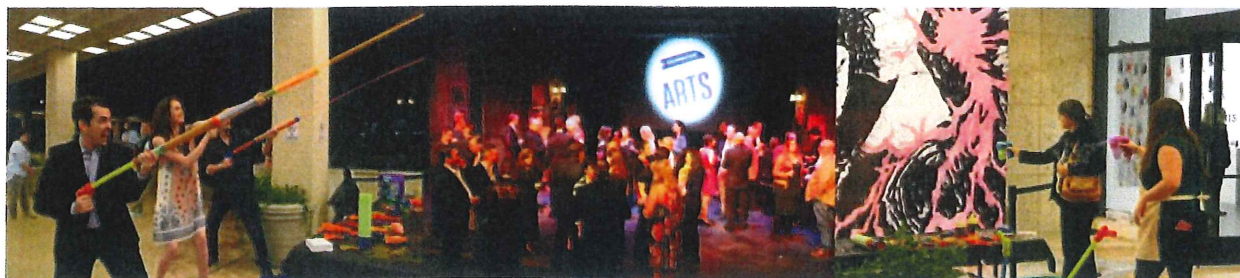
and why they decided to attend. Sponsorship, Facebook tactics, festivity, and community evaluations would strengthen the Arts Commission's publicizing approach.

Touring the existing art galleries in Denison exposed a wealth of promotional strategies. Some of the galleries depended solely on Facebook to spread the word about downtown events and volunteer opportunities. To encourage emerging artists to enter in a gallery competition, the galleries charge them lower rates. To draw customers back in, the galleries email them upon the arrival of new collections. To lure in passersby, the galleries decorated the windows of vacant buildings — when legally permitted — with artistic and promotional designs. In terms of enhancing attendance rates, David Fisher of the Dallas Office of Cultural Affairs highlighted affordability and accessibility as the main staples of a successful art experience. Sherman's Arts Commission should realize cultural equity by making quality art experiences available to everyone. Fisher recommended that Sherman's Arts Commission put visual presentations in frequented locations as an integration technique. Furthermore, the Arts Commission could score community buy-in by taking project ideas and input from people of various demographic groups, and maximizing local corporate philanthropy.

Together, Karen Wiley, the President of the Arts Commission of Fort Worth, and Rebecca Rodriguez, the Marketing Director for the Fort Worth Museum of Science and History, highlighted the marketing effectiveness of an Arts Commission operating as a non-profit organization. Wiley recommended that, within the district's boundaries, institutions ought to deliver complementary, non-competing displays. Museums and galleries, thus, should seek to diversify and avoid overlap. The Arts Commission should consider establishing a neighborhood arts program to spread artistic opportunity throughout the community. Having a donor luncheon honoring noteworthy financial supporters would also be an effective promotion tool. Community art dedications, openings at community art spaces where artists can exhibit their work, and a gallery night once or twice a year empowering shoppers to converse with the artists would accomplish the same objective.

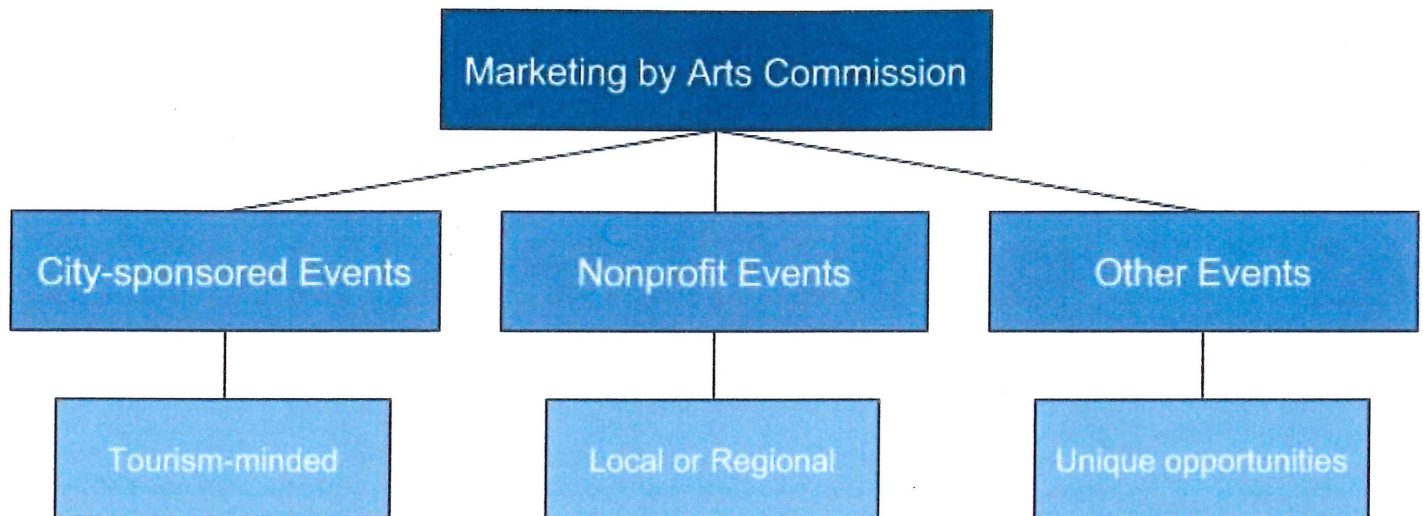
REAL WORLD EXAMPLE: FORT WORTH, TEXAS

The Heart of Gold and the Celebration of the Arts are two signature, annual events as fundraising opportunities for the Fort Worth Arts Council, an independent nonprofit organization. The Heart of Gold Awards event is held to celebrate philanthropy and leadership in the arts, as well as to honor outstanding individuals and businesses known for promoting and enriching the community arts. The Celebration of the Arts event is hosted by the Fort Worth Arts Council. It is an "Art in Motion" attraction, providing interactive art experiences, food, drinks, and performances. Both events successfully attract new donors, thereby enhancing the sustainability and support of the Fort Worth Arts Council.



<http://www.artsfortworth.org/celebration-of-the-arts/>

According to Jim Bob McMillan, Deputy Director of the Texas Commission on the Arts, the Sherman Arts Commission could create a lively and connective website, schedule events lasting over short- and long-term periods, expand planning elements to accommodate disabilities. The Internet, a versatile calendar, and a welcoming environment would establish the Arts Commission as a marketing powerhouse.



Function of an Arts Commission in the proposed Cultural Arts District marketing strategies.

Interviewees in the city of Sherman expressed a serious need for a community arts space that would serve as a gallery, as an art workshop and class studio, and as youth art venue. Until a permanent community arts space could be designated, several cities, including Denison, took to vacant buildings for gallery space. Landlords and innovative businesses in Denison collaborated with eager artists to put permanent displays in unused or vacant storefronts. Thanks to their interest in arts and culture, previously blank displays were transformed into eye-catching scenes. The outgoing personalities who operated these pop-up galleries would ideally leave their host structures in better condition than when they first arrived, boosting building owners in their search for permanent tenants.

The city of Sherman can establish temporary and permanent art spaces for the benefit of the community. Sherman should take advantage of the current resources available for stationary arts experiences. The Sherman Library, after its renovation, could be an excellent home for a small art show. Lobbies, specifically in the Kidd-Key Auditorium and Ballroom, are frequented and prime exhibit spaces.

Building relationships through education

Sherman's 2017 population is just over 40,000 people; of this population, over 7,000—nearly one-fifth of total residents—are students enrolled in the Sherman Independent School District. Art and music classes, theater, and dance are all very important in school-aged youth and young adult lifestyles. Community leaders agree that integration of students into the community and into cultural events is essential in establishing a well-rounded, representative Cultural Arts District.

Community leaders agree that integration of students into the community and into cultural events is essential in establishing well-rounded, representative cultural and arts programming.

Austin College and Sherman ISD are cultural anchors in the community, regularly hosting events specifically for the student and parent populations, and other events that are open to the community. These institutions play a vital role in the cultural ecosystem, growing and shaping the arts and culture of Sherman on a day to day basis. Austin College is home to the Sherman Symphony and Sherman Community Series, choral groups, other instrumental ensembles, and a theatre program. The College has ample gallery space in which to display art and has several permanent sculptures, as well as an art collection. Additionally, Austin College is full of students who are capable of skill-based volunteering, internships, and art instruction. Improved marketing and communication between community organizations and Austin College and the Sherman Independent School District would enhance the benefits of the arts and cultural features unique to each institution. Grayson College offers opportunities for artistic collaboration as well.

Both community leaders and Sherman ISD officials emphasized the need to engage young people—the next generation—in planning and creating art and cultural experiences. Age diversity and family engagement were recurring themes encountered by the *Arts & Sherman* team.



Austin College students volunteering in local schools (L) and at the Special Olympics for Grayson County (R).

Observations on Diversity

An effective Cultural District should bring together all members in the community and should celebrate the differences that make each resident unique. A Cultural Arts District is essential in ensuring that all ethnicities, cultures, and people of varying socioeconomic statuses are represented and feel welcomed. Cities across Texas have much to offer in terms of diversity. The biggest challenge these cities face is identifying the most effective way to share their diversity and engage as many people in it as possible.

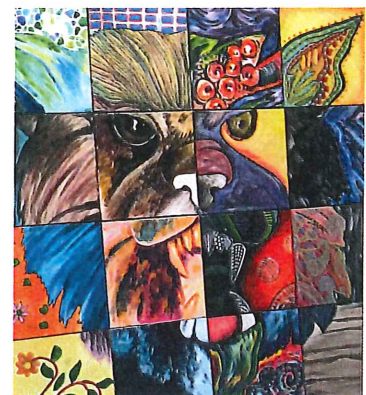
In Dallas and Fort Worth, there are different programs geared towards different backgrounds, making the Cultural Arts Districts attractive to those within a certain group and to those eager to learn about a certain group. By promoting all backgrounds equally, the community would feel valued and represented. The Dallas Cultural Arts District is home to an African American theater and a theater for large productions, among others. The theaters cumulatively produce roughly twelve plays per year, all of varying subjects with varying actors. Theater staff members often make recommendations for local eateries, shops, and attractions, further engaging diverse attendees in the Dallas community. Likewise, Fort Worth has a wide range of community involvement activities. The city's focus on changing niches in exhibits, galleries, and theater plays helps promote diversity and inclusion.

Cities across Texas have much to offer in terms of diversity. The biggest challenge these cities face is identifying the most effective way to share their diversity and engage as many people in it as possible.

Sherman has a history of longstanding cultural events that engage the community. The Sherman Arts Fest has been a success because of its ability to unify the community and the arts and cultural groups that form it. The greatest impact on Sherman's arts and cultural communities is, quite possibly, to have a diverse but unified Arts Commission. If, in the same way as the Arts Fest, the new Arts Commission was comprised of an array of people from assorted arts disciplines, from different backgrounds, and from varying cultures, the positive effects of diversity could be experienced by the entire Sherman community.



Diversity in the arts is celebrated in the local schools.

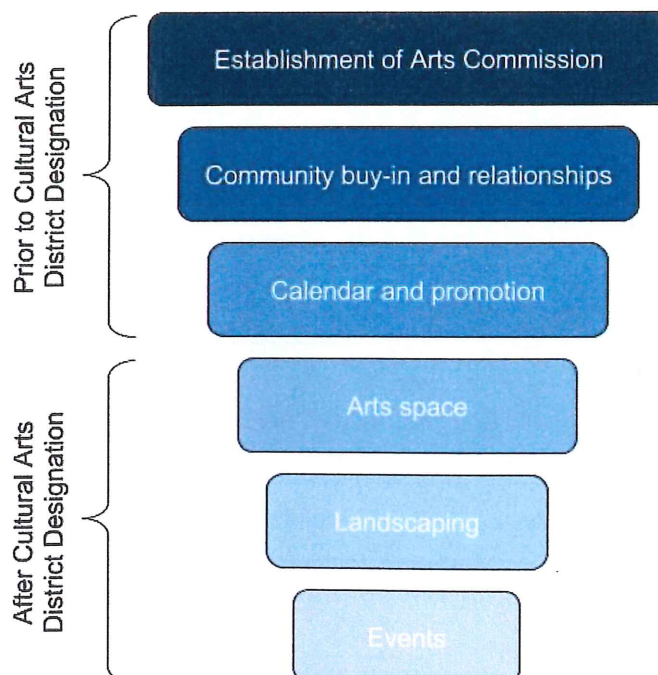


Appendix

SPECIFIC RECOMMENDATIONS

After careful consideration, the following recommendations have been compiled as a suggested task list for the city of Sherman as they apply for the Cultural Arts District designation.

1. Pick a structure for and establish the Arts Commission.
2. Create an objective, transparent grant program for the Arts Commission to enforce.
3. Select a diverse group of representatives for the Arts Commission.
4. Hold public sessions to ensure community buy-in for the proposed District.
5. Reach out to educational institutions for volunteer and mentorship opportunities.
6. Establish a community calendar of events to be moderated by the Arts Commission.
7. Encourage cross-promotion and social media use across the city.
8. Utilize nearby gallery spaces and begin planning for a community arts space.
9. Landscape the proposed Cultural Arts District with flowers, trees, and shrubbery.
10. Increase the size and amount of signage for pedestrians and drivers.
11. Capitalize on community diversity by broadening events or event activities.



Sherman's Cultural Assets

The following list of cultural assets in and around the proposed Cultural District will increase under the leadership of a new cultural commission. In the future, more gallery spaces, dance studios, cultural groups, and a community arts center would add to Sherman's cultural uniqueness.

Arts Fest

Held annually on the third Saturday of September, the Arts Fest is a fun-filled day showcasing all types of art, crafts, history, and food vendors. There is lots to do for the whole family, including a large Kids Alley and entertainment stages with a variety of performances and activities throughout the day.

Bearcat Stadium

The Sherman High School football stadium is located within walking distance of downtown. Every other year, the stadium hosts the longest running football rivalry in Texas history, the Battle of the Axe, between the Sherman Bearcats and the Denison Yellow Jackets.

Boots 'N Bands

A concert event sponsored by the Sherman Chamber of Commerce featuring local artists every Friday in April. Each concert is held at a different location.

Children's Chorus of Greater North Texas

An organization dedicated to providing a community where children are respected as serious musicians. They perform throughout the region. Scholarships may be provided.

Christmas in July

A downtown festival that brings the Christmas spirit into the heat of July. It offers train rides, a Santa meet-and-greet, Christmas carols, and other activities that bring the Christmas spirit to Sherman.

Christmas Parade and Snowflake Festival

The Christmas Parade is a free event that takes place in downtown Sherman on the first weekend in December. The event includes pictures with Santa, tree lighting, and the Snowflake Festival.

Community Series

A concert series for the Texoma region, the nonprofit Community Series aims to bring together a diverse audience. Acts have included classical composers, modern country artists, and soul groups.

Craft the Night Away

A night dedicated to celebrating craft beers and local culture. Patrons can participate in beer tastings, crafts, and other activities.

Finley Cultural Center

The Finley Cultural Center is home to a performing arts theater used by the Sherman Community Players. Rental space is operated by the Sherman Service League.

Fright Fest

Hosted by the Sherman Police Department, the event offers a safe, controlled environment in which to trick-or-treat. The event is held on the Municipal Grounds in downtown Sherman, and the Sherman Police Department provides a live band.

Grayson County Courthouse

As the seat of Grayson County, downtown Sherman is home to the Grayson County Courthouse, a historic art-deco building. The Courthouse and the grounds serve as a backdrop for many festival and events in the area.

Greater Texoma Jazz Orchestra

A big band jazz ensemble comprised of amateur, professional, and collegiate musicians from the Texoma region. They play at various events around the Sherman area.

Greater Texoma Orchestra

A community orchestra comprised of both college students and other community professionals. They perform regularly throughout North Texas.

Hispanic Heritage Festival

The Hispanic Heritage Festival consists of food, dancing, music, and shopping booths. Embracing and showcasing the Hispanic culture increases awareness of Sherman's diverse community.

Honey McGee Playhouse

The Honey McGee Playhouse is home to the Theatricks children's theater company located in downtown Sherman. It is next door to SCP's Finley Playhouse.

Hot Summer Nights

A free outdoor concert series that takes place in downtown Sherman every Thursday night (except July 4th week) in June and July.

Jazz Museum

A privately owned collected dedicated to the preservation of jazz and continued jazz education of the Texoma region. The museum is housed in the historic Masonic Lodge.

Juneteenth

Several local organizations host a parade and festival to celebrate and remember the day when Major General Gordon Granger and the Union soldiers landed in Galveston, Texas with the news that the war was over and all the slaves were free. The festival also serves as a fundraiser for scholarships that allow Grayson County high school graduates to attend college.

Kidd Key Auditorium

A city owned and operated property that frequently hosts Sherman cultural performances, like the Sherman Symphony Orchestra and the Sherman Community Players. Beneath the auditorium resides the city's Municipal Ballroom. This space is used to host a variety of events seating up to 500 people.

Lights on the Lake

A free concert, with food vendors from around the Texoma area, followed by a fireworks display on the Fourth of July. Though not in Downtown, the event promotes the City's parks as an important cultural asset.

North Texas Concert Chorale

A volunteer choir comprised of professional and amateur musicians who sing a variety of pop, classical, secular, and sacred tunes in two to three concerts per year.

Painting with a Twist

A privately owned arts-based business in Downtown that offers interactive art class in which patrons can sample wine while participating in a painting workshop. They host large and small groups for an intimate painting experience.

Parks

Several green spaces and recreational facilities exist within the city limits of Sherman, including two water parks. Sherman boasts 14 parks overall.

Pickles & Pottery

An independently-owned art studio where guests can paint their own pottery, stoneware and do glass fusing.

Sherman Art League

A Sherman membership-based arts group that meets monthly and helps promote arts in the region. They host a community art show for the Texoma region once per year.

Sherman Community Players

This non-profit community theater presents a full season of Main Stage productions at the Finley Cultural Center. Sherman Community Players is the third-oldest community theater in Texas. It also operates a children's group called Theatricks, based in the Honey McGee Playhouse, that performs three youth shows a year.

Sherman Museum

A non-profit educational organization dedicated to discovering and promoting the history of the Texoma and Red River regions. The museum is currently located in the historic Carnegie Library building.

Sherman Public Library

The Sherman Public Library exists to inspire educational and literary efforts in Sherman. It houses a variety of resources available to Sherman residents, including books, magazines, historical records, videos, and other electronic forms of media.

Sherman Symphony Orchestra

The Sherman Symphony Orchestra performs throughout the Texoma region and is regularly broadcast on local radio stations. They produce a number of classical and seasonal shows, with high popularity and attendance in the Sherman area.

Stroll on the Square

Sponsored by Downtown Sherman NOW, this wine tasting event pairs hors d'oeuvres from various Texoma restaurants, complete with live music in downtown Sherman.

903 Brewers

A brewery located in Sherman, Texas. 903 Brewers is dedicated to crafting unique beers to be sold around the country. They host weekly tours and trivia nights, and often bring in local musicians to play during their events. 903 Brewers also is Sherman's main attraction in the Texoma Craft Beverage Alliance, a nonprofit group that is promoting the local craft beverage industry in the Texoma region.

Interview Results

After extensive interviews with city, state, arts, cultural, and community leaders, we gained enough information to create a thorough report. The interview results have been condensed to reflect the three most important points of each session. Importance was determined by the amount of references made to the point.

EDDIE BROWN

President
Sherman Chamber of Commerce

Promotion
Cultural representation
Youth art

KRISTINA QUINLAN

Member Services & Events Manager
Sherman Chamber of Commerce

Promotion
Downtown beautification
Incorporation of Sherman's history

KAREN TOOLEY

Director
Downtown Sherman NOW

Promotion & marketing
Youth art
Mentoring program with Austin College

THERESA HUTCHINSON

Manager
Sherman Parks and Recreation

Community calendar
Volunteering with Austin College
Downtown beautification

WEBSTER CROCKER

Director
Sherman Theatrics

Promotion
Diverse, family-friendly activities
Downtown building revitalization

HEIDI RUSHING

Director
Ghost Town Arts Collective of Denison

Accessibility to art & event space
Youth art show
Gallery space at Austin College

TIM LUNKLEY

President of Board of Directors
Community Series of Sherman

Marketing
Community calendar
Austin College & Sherman ISD involvement

SHOLDON DANIELS

Founder
Texoma Arts Mentoring Program

Youth art
Inclusion
Marketing small, pop-up events

LEIGH-ELLEN ROMM

Staff Writer
Austin College

Art education for all ages
Endowed arts scholarships
Pop-up & permanent galleries

MIGNON PLYLER

Director of Technology & Fine Arts
Sherman Independent School District

Economic accessibility
Increased downtown diversity
Digital media galleries

TAMMY SMALSKAS

Assistant Superintendent
Sherman Independent School District

Student art galleries
Accessibility
Cultural representation

NATE STRAUCH

Communication Manager
City of Sherman

Modernizing information dissemination
Utilizing social media
Marketing in surrounding cities

HENRY MAROQUINN

President
Hispanic Heritage Council of Texoma

Cultural representation in leadership
Austin College volunteer network
Arts organization funding

ANTHONY NELSON

Artistic Director
Sherman Community Players

Downtown beautification
Grassroots marketing
Designated downtown walkways

TAMIE ODOM

Owner
Sparrow's Gallery in Denison

Inclusiveness
Intimacy
Artistic atmosphere

MARY KARAM

Owner
Marry Karam Gallery in Denison

County calendar
Publications for tourism
Identify cultural assets

JAMIE UNDERWOOD

President
Denison Arts Council

Small events
Art in vacant buildings
Incorporation of outside artists

DAVID FISHER

Assistant Director of Cultural Affairs
Dallas Office of Cultural Affairs

Cultural equity & collaboration
Defining metrics of success
Emerging artists list

KAREN WILEY

President
Arts Council of Fort Worth

Collaboration
Cross-promotion
Strong grant guidelines

SHANNON ROBERTS

Director of Grants Program & Development
Fort Worth Community Arts Center

Objective grant process
Transparency
Alternative funding

MARTHA PETERS

Vice President
Fort Worth Public Art

Marketing via social media
Overcoming barriers to entry
Pre-qualified artists list

MARLA OWEN

Special Events Coordinator
Fort Worth Community Arts Center

Need-based outreach
Outside promotion
Event space

REBECCA RODRIGUEZ

*Executive Director of Marketing & Communications
Fort Worth Museum of Science and History*

Collaboration & coordination
Establish repeat events
Targeting audiences

JIM BOB MCMILLAN

*Deputy Director
Texas Commission on the Arts in Austin*

Detailed marketing plan
Lively activities calendar
Concise application

CATHERINE CUELLAR

*Former Executive Director
Dallas Arts District*

Accessibility and brand awareness
Community support
Mobile-friendly website

Produced for the City of Sherman
by Austin College
CityLab: Leadership on Location class, Jan Term 2017
900 N. Grand Ave., Ste. 6G
Sherman, TC 75090





SHERMAN CITY COUNCIL

Agenda Communication Form

City Council Regular Meeting

Agenda Item No. B. 1.

Meeting Date: 02/20/2017

Prepared By: Mary Lawrence, Director of Finance

Approved By: Robby Hefton, City Manager

Caption:

INTRODUCTION AND PUBLIC HEARING OF ORDINANCE NO. 6010

Establishing a Tax Increment Reinvestment Zone #5 (Sherman Crossroads); Providing for Findings of Fact; Providing for a Board of Directors

Issue:

This ordinance creates a fifth tax increment reinvestment zone. This zone covers the area northwest of the intersection of U.S. Highway 75 and F.M. 1417 (Heritage Parkway), referred to as the Sherman Crossroads.

Background:

By state law, the City Council may designate an area as a Tax Reinvestment Zone for the purpose of promoting development that would not occur solely through private investment in the reasonably foreseeable future. At the January 16, 2017 meeting, the City Council approved the Preliminary Financing Plan for Sherman Tax Increment Reinvestment Zone (TIRZ) #5. State law requires a public hearing on the creation of the zone prior to adoption of the ordinance creating the zone. If the Council adopts this ordinance, the next steps will be to name the TIRZ board and the creation of the Project and Financing Plan, The Plan will also require City Council adoption.

Origination:

City Council

Financial Consideration:

A portion of the increases in taxable value in the zone after the 2016 tax year will be dedicated to improving the public infrastructure in the zone. The preliminary financing plan calls for improvements of approximately \$3.3 million to be financed with a portion of the City's 2017 Certificates of Obligation.

Staff Recommendation:

The staff recommends adopting this ordinance.

Alternatives:

The City Council could change in direction and direct the staff to abandon the process to create this zone.

Attachments

Ordinance No. 6010

ORDINANCE NO. 6010

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS, ESTABLISHING A TAX INCREMENT REINVESTMENT ZONE #5 (SHERMAN CROSSROADS); PROVIDING FOR FINDINGS OF FACT; PROVIDING FOR A BOARD OF DIRECTORS; PROVIDING FOR SEVERABILITY; FINDING AND DETERMINING THAT THE MEETING AT WHICH THIS ORDINANCE IS PASSED WAS NOTICED AND IS OPEN TO THE PUBLIC AS REQUIRED BY LAW.

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

SECTION 1. That there is hereby created a reinvestment zone to be named the Sherman Tax Increment Reinvestment Zone #5 ("TIRZ-5") to take effect immediately from and after the final passage of this ordinance, the boundaries of which are fully described in Exhibit "A" attached hereto and made a part hereof for all purposes.

SECTION 2. That the City Council hereby makes the following findings and determinations which are true and correct:

- (a) That the development of the area within the TIRZ-5 Zone would not occur in the foreseeable future solely through private investment.
- (b) That the area's present condition substantially impairs the city's growth, retards the provision of housing, or constitutes an economic or social liability to the public health, safety, morals, or welfare. Further, this condition exists because of the presence of one or more of the following conditions: a substantial number of substandard or deteriorating structures, inadequate sidewalks or street layout, faulty lot layouts, unsanitary or unsafe conditions, a tax or special assessment delinquency that exceeds the fair market value of the land, defective or unusual conditions of title, or that endanger life or property by fire or other cause; or be predominantly open or undeveloped and, because of obsolete platting, deterioration of the structures or site improvements, or other factors, substantially impair or arrest the sound growth of the municipality.
- (c) That the City of Sherman has fully complied with all of the applicable sections of Chapter 311 of the Texas Tax Code and specifically Section 311.003.
- (d) That the Sherman Tax Increment Reinvestment Zone #5 is in full compliance and meets all of the requirements of Section 311.005 of the Texas Tax Code.
- (e) That the improvements in the Zone will significantly enhance the value of all the taxable real property in the Zone and will be of general benefit to the municipality and its citizens.

SECTION 3. That there is hereby established a tax increment fund for the Zone to be styled Sherman Tax Increment Reinvestment Zone #5 ("TIRZ-5").

SECTION 4. That there is hereby established a five (5) member Board of Directors for the TIRZ-5 Zone to be composed of three (3) members of the City Council, one (1) member of the City staff and one (1) representative from Grayson County, all to be chosen by the City Council for terms of two (2) years, with no term limitations, in accordance with Section 311.009 of the Texas Tax Code. The City Council does not delegate or grant any of its powers or authority to the Board of Directors. The City Council hereby restricts the authority of the Board of Directors under Chapter 311 of the Texas Tax Code to an advisory board to the City Council.

SECTION 5. The Zone shall terminate upon all City bonded indebtedness, interest on those bonds and project costs pertaining to the Zone being paid in full.

SECTION 6. That the provisions of this ordinance are severable and the invalidity of any word, phrase, sentence or part of this ordinance shall not affect the validity or effectiveness of the remainder of the ordinance.

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 _____, 2017.

ADOPTED on this the _____ day of _____, 2017.

EFFECTIVE DATE on this the _____ day of _____, 2017.

CITY OF SHERMAN, TEXAS

ATTEST:

BY: _____
LINDA ASHBY, CITY CLERK

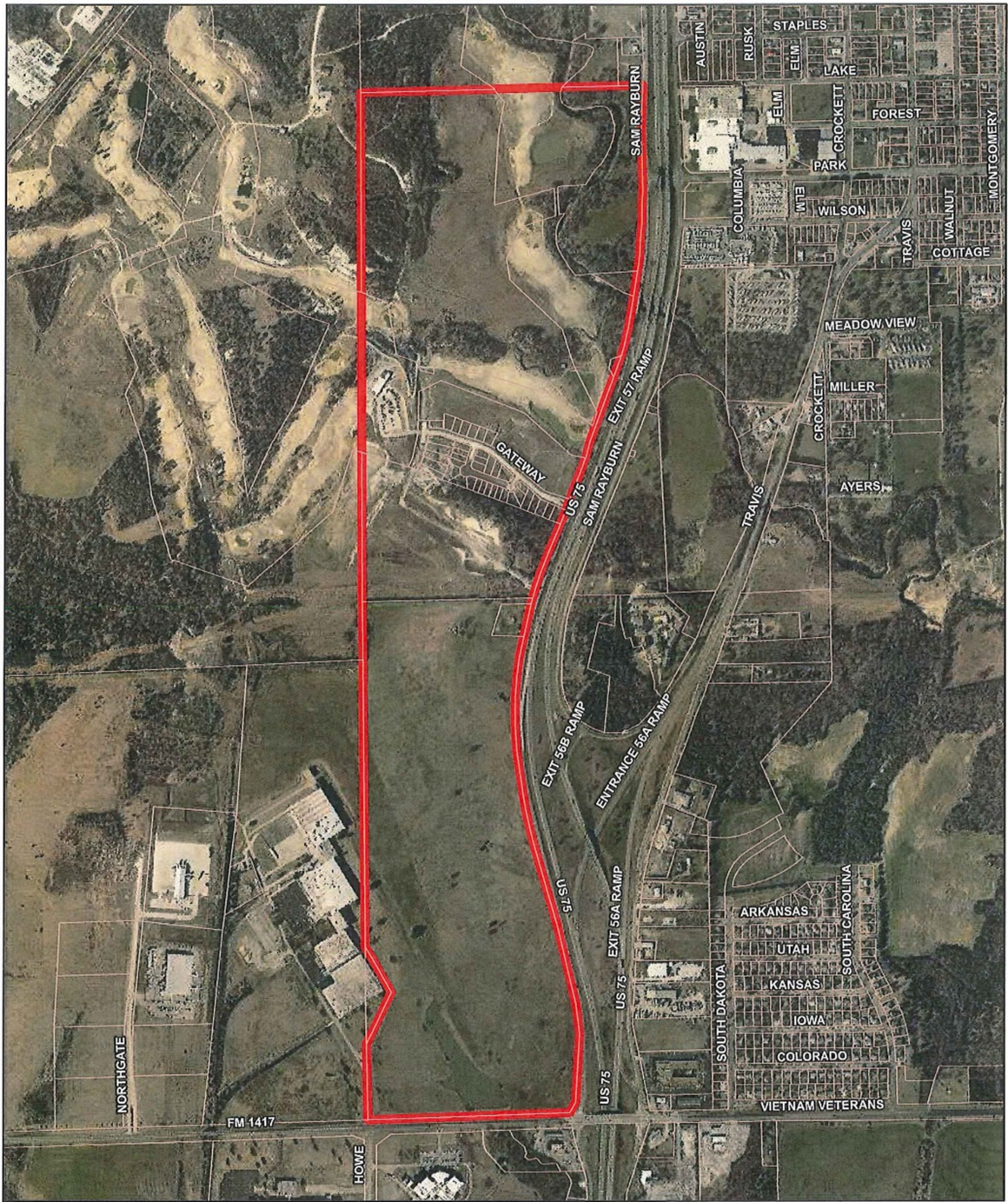
BY: _____
DAVID PLYLER, MAYOR

**APPROVED AS TO FORM
AND CONTENT:**

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

Field Notes
Sherman Tax Increment Reinvestment Zone #5 (“TIRZ-5”)
for the Sherman Crossroads District

Location Map
Sherman Tax Increment Reinvestment Zone #5 ("TIRZ-5")
for the Sherman Crossroads District



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

1 inch = 1,000 feet





SHERMAN CITY COUNCIL

Agenda Communication Form

City Council Regular Meeting

Agenda Item No. B. 2.

Meeting Date: 02/20/2017

Prepared By: Mary Lawrence, Director of Finance

Approved By: Robby Hefton, City Manager

Caption:

INTRODUCTION AND PUBLIC HEARING OF ORDINANCE NO. 6011

Establishing a Tax Increment Reinvestment Zone #6 (South of Intersection of U.S. Highway 75 and F.M. 691);
Providing for Findings of Fact; Providing for a Board of Directors

Issue:

This ordinance creates a sixth tax increment reinvestment zone. This zone covers the area south of the intersection of U.S. Highway 75 and F.M. 691.

Background:

By state law, the City Council may designate an area as a Tax Reinvestment Zone for the purpose of promoting development that would not occur solely through private investment in the reasonably foreseeable future. At the January 16, 2017 meeting, the City Council approved the Preliminary Financing Plan for Sherman Tax Increment Reinvestment Zone (TIRZ) #6. State law requires a public hearing on the creation of the zone prior to adoption of the ordinance creating the zone. If the Council adopts this ordinance, the next steps will be to name the TIRZ board and the creation of the Project and Financing Plan. The Plan will also require City Council adoption.

Origination:

City Council

Financial Consideration:

A portion of the increases in taxable value in the zone after the 2016 tax year will be dedicated to improving the public infrastructure in the zone. The preliminary financing plan calls for improvements of approximately \$2.8 million to be financed with a portion of the City's 2017 Certificates of Obligation.

Staff Recommendation:

The staff recommends adopting this ordinance.

Alternatives:

The City Council could change in direction and direct the staff to abandon the process to create this zone.

Attachments

Ordinance No. 6011

ORDINANCE NO. 6011

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS, ESTABLISHING A TAX INCREMENT REINVESTMENT ZONE #6 (SOUTH OF INTERSECTION OF U.S. HIGHWAY 75 AND F.M. 691); PROVIDING FOR FINDINGS OF FACT; PROVIDING FOR A BOARD OF DIRECTORS; PROVIDING FOR SEVERABILITY; FINDING AND DETERMINING THAT THE MEETING AT WHICH THIS ORDINANCE IS PASSED WAS NOTICED AND IS OPEN TO THE PUBLIC AS REQUIRED BY LAW.

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

SECTION 1. That there is hereby created a reinvestment zone to be named the Sherman Tax Increment Reinvestment Zone #6 ("TIRZ-6") to take effect immediately from and after the final passage of this ordinance, the boundaries of which are fully described in Exhibit "A" attached hereto and made a part hereof for all purposes.

SECTION 2. That the City Council hereby makes the following findings and determinations which are true and correct:

- (a) That the development of the area within the TIRZ-6 Zone would not occur in the foreseeable future solely through private investment.
- (b) That the area's present condition substantially impairs the city's growth, retards the provision of housing, or constitutes an economic or social liability to the public health, safety, morals, or welfare. Further, this condition exists because of the presence of one or more of the following conditions: a substantial number of substandard or deteriorating structures, inadequate sidewalks or street layout, faulty lot layouts, unsanitary or unsafe conditions, a tax or special assessment delinquency that exceeds the fair market value of the land, defective or unusual conditions of title, or that endanger life or property by fire or other cause; or be predominantly open or undeveloped and, because of obsolete platting, deterioration of the structures or site improvements, or other factors, substantially impair or arrest the sound growth of the municipality.
- (c) That the City of Sherman has fully complied with all of the applicable sections of Chapter 311 of the Texas Tax Code and specifically Section 311.003.
- (d) That the Sherman Tax Increment Reinvestment Zone #6 is in full compliance and meets all of the requirements of Section 311.005 of the Texas Tax Code.
- (e) That the improvements in the Zone will significantly enhance the value of all the taxable real property in the Zone and will be of general benefit to the municipality and its citizens.

SECTION 3. That there is hereby established a tax increment fund for the Zone to be styled Sherman Tax Increment Reinvestment Zone #6 ("TIRZ-6").

SECTION 4. That there is hereby established a five (5) member Board of Directors for the TIRZ-6 Zone to be composed of three (3) members of the City Council, one (1) member of the City staff and one (1) representative from Grayson County, all to be chosen by the City Council for terms of two (2) years, with no term limitations, in accordance with Section 311.009 of the Texas Tax Code. The City Council does not delegate or grant any of its powers or authority to the Board of Directors. The City Council hereby restricts the authority of the Board of Directors under Chapter 311 of the Texas Tax Code to an advisory board to the City Council.

SECTION 5. The Zone shall terminate upon all City bonded indebtedness, interest on those bonds and project costs pertaining to the Zone being paid in full.

SECTION 6. That the provisions of this ordinance are severable and the invalidity of any word, phrase, sentence or part of this ordinance shall not affect the validity or effectiveness of the remainder of the ordinance.

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 _____, 2017.

ADOPTED on this the _____ day of _____, 2017.

EFFECTIVE DATE on this the _____ day of _____, 2017.

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**

Field Notes
Sherman Tax Increment Reinvestment Zone #6 (“TIRZ-6”)
for the District South the U.S. Highway 75 and F.M. 691 Intersection

Location Map
Sherman Tax Increment Reinvestment Zone #6 ("TIRZ-6")
for the District South of the U.S. Highway 75 and F.M. 691 Intersection



Sherman
ENGINEERING DEPT.
220 W. MULBERRY
SHERMAN, TX 78090

1 inch = 600 feet





SHERMAN CITY COUNCIL

Agenda Communication Form

City Council Regular Meeting

Agenda Item No. B. 3.

Meeting Date: 02/20/2017

Prepared By: Steve Ayers, Director of Public Services

Approved By: Robby Hefton, City Manager

Caption:

INTRODUCTION AND PUBLIC HEARING OF ORDINANCE NO. 6012

Amending Chapter 1 of the Code of Ordinances, entitled "General Provisions", Article 1.08, entitled "Cemeteries", Division 1, entitled "Rules and Regulations", at Sections 1.08.032(a) and 1.08.034(d), and Division 3, entitled "Perpetual Care Fund; Rates and Charges", at Section 1.08.074(a)

Issue:

Revision of the "Cemeteries" provisions in the Code of Ordinances

Background:

West Hill Cemetery has approximately 100 spaces available at this time. When the new Annex D is opened, it will provide an additional 3,400 spaces. Of those additional 3,400 spaces, 243 are proposed as premium spaces, based on location and proximity to trees.

This ordinance establishes price for sale of the lots in Annex D, as well as standards for the markers placed in this area. Because much of this new area is in or close proximity to the floodplain, grave markers will not be allowed to have a height of greater than 14".

Origination:

Grounds Maintenance

Financial Consideration:

The cost to purchase one of the new premium spaces would be \$1,500.00, as compared to the cost to purchase other spaces at \$1,000.00.

Staff Recommendation:

City staff recommends approving the proposed revisions to the Cemeteries Code.

Alternatives:

As may be directed by the City Council

Attachments

Ordinance No. 6012

ORDINANCE NO. 6012

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS, AMENDING CHAPTER 1 OF THE CODE OF ORDINANCES, ENTITLED "GENERAL PROVISIONS", ARTICLE 1.08, ENTITLED "CEMETERIES", DIVISION 1, ENTITLED "RULES AND REGULATIONS", AT SECTIONS 1.08.032(A) AND 1.08.034(D), AND DIVISION 3, ENTITLED "PERPETUAL CARE FUND; RATES AND CHARGES", AT SECTION 1.08.074(A); PROVIDING FOR INCLUSION IN THE CODE OF ORDINANCES; 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.

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

SECTION 1. That Chapter 1, Article 1.08, Division 1, Section 1.08.032(a) 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. 1.08.032 Monuments

(a) The setting of more than one (1) monument, marker, or gravestone on any single grave space is prohibited without approval from the superintendent. Flat monuments, markers and gravestones are required in the section of the cemetery known as the Memorial Section and are permitted throughout the cemetery upon prior approval of the superintendent of the cemetery.

(1) *Monuments placed in Annex D shall be flat or slant style (bases are permitted). Combined height shall be no higher than fourteen (14) total inches above ground.*

SECTION 2. That Chapter 1, Article 1.08, Division 1, Section 1.08.034(d) 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. 1.08.034 Funerals and interments

(d) One (1) interment only may be made in each grave, excepting in the case of *cremated remains* or a parent with his/her infant child or two (2) children buried at the same time. The simultaneous burial shall be allowed within another's casket with prior approval of the superintendent of the cemetery.

SECTION 3. That Chapter 1, Article 1.08, Division 3, Section 1.08.074(a) 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. 1.08.074 Sale price of grave spaces and lots

(a) Hereafter, all grave spaces for interment, and regardless of location whether in Memorial Park, West Hill Cemetery, or West Hill Annex, shall be sold for amounts listed below:

- (1) *Premium spaces in Annex D Sections Three and Four, Full Space (10' x 40"):*
\$1,500.00.
- (2) Full spaces (10' x 40"): \$1,000.00.
- ~~(2)~~ (3) Half spaces (5' x 40"): \$500.00.

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 Code of Ordinances of the City of Sherman, Texas, and that sections of this ordinance may be renumbered or re-lettered 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 of 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 _____, 2017.

ADOPTED on this the _____ day of _____, 2017.

EFFECTIVE DATE on this the _____ day of _____, 2017.

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: 02/20/2017

Prepared By: Pamela Cloer, Assistant to the City Manager

Approved By: Robby Hefton, City Manager

Caption:

ADOPTION OF ORDINANCES

Consider Adoption of Ordinance Numbers: 6010, 6011 and 6012

Issue:

B. 1. INTRODUCTION AND PUBLIC HEARING OF ORDINANCE NO. 6010

Establishing a Tax Increment Reinvestment Zone #5 (Sherman Crossroads); Providing for Findings of Fact; Providing for a Board of Directors

B. 2. INTRODUCTION AND PUBLIC HEARING OF ORDINANCE NO. 6011

Establishing a Tax Increment Reinvestment Zone #6 (South of Intersection of U.S. Highway 75 and F.M. 691); Providing for Findings of Fact; Providing for a Board of Directors

B. 3. INTRODUCTION AND PUBLIC HEARING OF ORDINANCE NO. 6012

Amending Chapter 1 of the Code of Ordinances, entitled "General Provisions", Article 1.08, entitled "Cemeteries", Division 1, entitled "Rules and Regulations", at Sections 1.08.032(a) and 1.08.034(d), and Division 3, entitled "Perpetual Care Fund; Rates and Charges", at Section 1.08.074(a)



SHERMAN CITY COUNCIL

Agenda Communication Form

City Council Regular Meeting

Agenda Item No. B. 5.

Meeting Date: 02/20/2017

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. 4. * RESOLUTION NO. 6191

Finding and Determining a Public Purpose and Public Necessity Exists for Construction of City Project West Travis Phase II & Northgate Drive Extension Improvements; Appointing an Appraiser and Negotiator as Necessary; Authorizing the City Manager to Establish Just Compensation for the Property Rights to be Acquired; Authorizing the City Manager to Take all Steps Necessary to Acquire the Needed Property Rights in Compliance with All Applicable Laws and Regulations

D. 1. * CHANGE ORDER NO. 1

Downtown Sidewalk Panel Replacement Project; Beezley Development, Inc.; \$9,973.60 Increase

E. 1. * FINAL PAYMENT APPROVAL

Lynn Vessels Construction, LLC; Meadows Circle Paving; \$12,083.95



SHERMAN CITY COUNCIL

Agenda Communication Form

City Council Regular Meeting

Agenda Item No. C. 1.

Meeting Date: 02/20/2017

Prepared By: Clint Philpott, Director of Engineering

Approved By: Robby Hefton, City Manager

Caption:

RESOLUTION NO. 6188

Authorizing the Execution of a Drainage Agreement with J.P. Hart Lumber Company, LLC

Issue:

This agreement would allow the Developer to discharge storm water runoff from the proposed development area.

Background:

The purpose of this agreement is to set forth the terms and conditions upon which the Developer may discharge drainage from the Replat of Sherman Industrial Development Addition. The Developer will pay a drainage fee for the City to construct future regional facilities in the area.

Origination:

J.P. Hart Lumber Company, LLC (Developer)

Financial Consideration:

The fees received by the City will total \$75,075.00.

Staff Recommendation:

Staff recommends approval of the Drainage Agreement.

Alternatives:

As directed by City Council

Attachments

Resolution No. 6188

Drainage Agreement

Plat

Location Map

RESOLUTION NO. 6188

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS, AUTHORIZING THE EXECUTION OF A DRAINAGE AGREEMENT WITH J.P. HART LUMBER COMPANY, LLC; FINDING AND DETERMINING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED WAS NOTICED AND IS OPEN TO THE PUBLIC AS REQUIRED BY LAW.

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

SECTION 1. That the City Manager be and is hereby authorized and directed, subject to all documents being properly completed and approved as to form and content by the City Attorney, to execute a Drainage Agreement with J.P. Hart Lumber Company, LLC, in accordance with all contract documents to be 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 _____, 2017.

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

DRAINAGE AGREEMENT

This Drainage Agreement (this "Agreement") is entered into on this 20th day of February, 2017 by and between the CITY OF SHERMAN, 200 W. Mulberry Street, Sherman, Texas 75090 (the "City") and J.P. Hart Lumber Company, LLC, 9810 Ball Street, P.O. Box 65099, San Antonio, TX 78265 (the "Developer").

NOW THEREFORE, in consideration of the premises, the Developer and the City do enter into the following Agreement:

A. The purpose of this Agreement is to set forth the terms and conditions upon which the Developer may discharge drainage from the Replat of Lots 2R & Three of Sherman Industrial Development Addition.

B. The Developer's preliminary plat for the Replat of Lots 2R & Three of Sherman Industrial Development Addition with Three (3) lots has been submitted to the City and is attached to this Agreement as Exhibit A. The maximum number of lots to be included in this Agreement is Three (3).

C. Developer will be permitted to discharge storm water runoff, including any increases in storm water runoff due to development, given that the Developer pay the City a total of \$75,075 in drainage fees (the "Fees"), payable at the rate of \$75,075 upon approval. The Fees will be paid upon completion of construction.

D. City will construct all segments and portions of the drainage facilities, as deemed necessary by the City. The City, at its discretion, shall also select all companies to bid on the construction of the drainage facilities, determine which bids qualify and select the lowest, qualified bid.

E. No Public Facilities will be made available by the City to any lot within the development, or as agreed upon in writing by both the Developer and the City.

F. INDEMNIFICATION AND HOLD HARMLESS. DEVELOPER OBLIGATES ITSELF TO THE CITY TO FULLY AND UNCONDITIONALLY PROTECT, INDEMNIFY AND DEFEND THE CITY, ITS OFFICERS, AGENTS AND EMPLOYEES, AND HOLD IT HARMLESS FROM AND AGAINST ANY AND ALL COSTS, EXPENSES, REASONABLE ATTORNEY FEES, CLAIMS, SUITS, LOSSES OR LIABILITY FOR INJURIES TO PROPERTY, INJURIES TO PERSONS (INCLUDING DEVELOPER'S EMPLOYEES), INCLUDING DEATH, AND FROM ANY OTHER COSTS, REASONABLE ATTORNEY FEES, CLAIMS, SUITS, LOSSES OR LIABILITY OF ANY AND EVERY NATURE WHATSOEVER ARISING IN ANY MANNER, DIRECTLY OR INDIRECTLY, OUT OF OR IN CONNECTION HERewith, REGARDLESS OF CAUSE OR OF THE SOLE, JOINT, COMPARATIVE OR CONCURRENT NEGLIGENCE OR GROSS NEGLIGENCE OF DEVELOPER, ITS OFFICERS, AGENTS OR EMPLOYEES. THIS INDEMNIFICATION AND SAVE HARMLESS SHALL APPLY TO ANY IMPUTED OR ACTUAL JOINT ENTERPRISE LIABILITY. THIS INDEMNITY DOES NOT WAIVE ANY GOVERNMENTAL IMMUNITY AVAILABLE TO THE CITY UNDER TEXAS LAW AND DOES NOT WAIVE ANY DEFENSES OF THE PARTIES UNDER TEXAS LAW.

G. The requirements of this Agreement shall be binding on the Developer, its successors and assigns, and the Developer agrees to notify the purchaser of any undeveloped portion of the development that will be affected by the requirements of this Agreement before any conveyance

is made.

IN WITNESS WHEREOF parties have caused this Agreement to be executed in multiple originals this ____ day of _____, 2017.

DEVELOPER:

J.P. Hart Lumber Company, LLC

By: _____
Greg Wright, 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:

Clint Philpott, P.E./Director of Engineering

APPROVED AS TO FORM:

Brandon S. Shelby, City Attorney

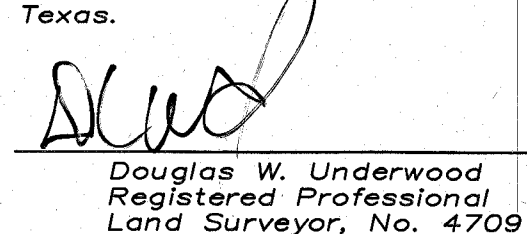
Situated in the County of Grayson, State of Texas, being a part of the William Martin Survey, Abstract No. 765, and being all of Lot Three of Sherman Industrial Development Addition to the City of Sherman, Texas, as shown by plat of record in Volume 11, Pages 67 and 68, & Lot 2R of the Replat of Lots One and Two of Sherman Industrial Development Addition to the City of Sherman, Texas, as shown by plat of record in Volume 16, both in the Plat Records, Grayson County, Texas, and being more particularly described by metes and bounds as follows:

Thence South 13°22'27" East, along the East line of said Lot Three, a distance of 900.94 feet to a 1/2" steel rod set at the intersection of the West right-of-way line of Howe Drive and the North right-of-way line of Progress Drive (a public road) for the southeast corner of said Lot 3;

With a tangent curve to the right having a radius of 470.00 feet, (chord bears South 50°48'49" West, a distance of 402.83 feet) an arc length of 416.31 feet to a 1/2" steel rod set;
South 76°11'20" West a distance of 710.04 feet to a 1/2" steel rod set;
South 75°23'37" West a distance of 400.20 feet to a 1/2" steel rod set at the southwest corner of said Lot 2R;

Thence North 75°51'36" East, along the north line of said Lot 2R and Lot Three, a distance of 2133.78 feet to the Point-of-Beginning and containing 73.024 acres of land.

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



1. PROPOSED USE...COMMERCIAL
2. AS SHOWN, A PORTION OF THE SUBJECT PROPERTY LIES WITHIN THE LIMITS OF AN AREA DEFINED AS ZONE "A", DETERMINED TO BE IN A FLOOD HAZARD AREA, ACCORDING TO THE FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) FLOOD INSURANCE RATE MAP FOR TARRANT COUNTY, TEXAS AND INCORPORATED AREAS, MAP NO. 48181C0210 E, REVISED DATE JULY 17, 1995.
3. SANITARY SEWER PROVIDED BY THE CITY OF SHERMAN.
4. WATER SUPPLY BY THE CITY OF SHERMAN.
5. PROGRESS DRIVE IS AN 80 FOOT WIDE, DEDICATED RIGHT-OF-WAY.

MAYOR, City of Sherman, Texas

1/9/2017

Date _____

THAT WE, Sherman Economic Development Corporation and J.P. Hart Lumber Co. LLC, do hereby adopt this plat designating the hereinabove property as the REPLAT OF LOTS 2R & THREE OF SHERMAN INDUSTRIAL DEVELOPMENT ADDITION to the City of Sherman, and we hereby agree to defend, maintain, and execute the easements, streets and easements shown on this plat for the mutual use and accommodation of all public and private utilities desiring to use the same, and we hereby agree to defend, maintain, and execute the right to remove and keep removed all or part of any buildings, fences, trees, shrubs or other improvements or growths which in any way endanger or interfere with the construction, maintenance, or use of all or part of any public or private utility system, easements strips and any public or private utility shall, at all times, have a right of ingress and egress to and from and upon the said easements strips for the purpose of constructing, reconstructing, inspecting, patrolling, maintaining and adding to or removing all or part of its respective system without the permission of anyone. This plat approved subject to all ordinances, rules and regulations of the City of Sherman.

WITNESS MY HAND this 9th day of January, 2018

John Sild
Sherman Economic Development Corporation

Greg Wright
J.P. Hart Lumber Co., LLC

STATE OF TEXAS
COUNTY OF GRAYSON

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

GIVEN UNDER MY HAND AND SEAL OF OFFICE this 9th day of January 2018.

 STACEY JONES
Notary Public, State of Texas
My Commission Expires
October 28, 2018

OFFICE this 1 day of January

Stacy Jones
Notary Public in and for
the State of Texas

October 28, 2018
Commission Expires:

STATE OF TEXAS
COUNTY OF GRAYSON *Bexar*

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

GIVEN UNDER MY HAND AND SEAL OF OFFICE this 6th day of January 2010.

 KAREN THIERYUNG
My Notary ID # 1201233
Expires June 22, 2020

Karen Thiering
Notary Public in and for
the State of Texas
June 22, 2020
Commission Expires:

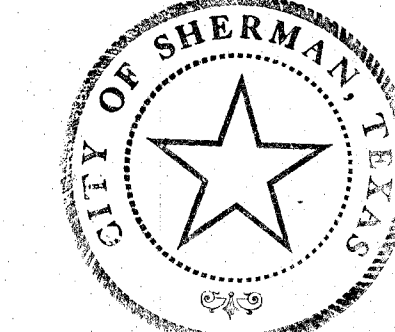
Approved this 7th day of January ^{AD} 2015, by the City Planning and Zoning Commission of the City of Sherman, Texas.

J. Dieb Chairman Scott Shadden Secretary

The Undersigned, the City Clerk of the City of Sherman, hereby certifies that the foregoing plat of the REPLAT OF LOTS 1 & THREE of SHERMAN INDUSTRIAL DEVELOPMENT ADDITION to the City of Sherman, Texas, was submitted to the City Council on the _____ day of January, 2010, and the City Council by formal action then and there accepted the dedication of the lots and the easements and public places, as shown and set forth in and upon said map or plat, and said City Council further authorized the Mayor to accept and acceptance thereof by signing his name as herein above subscribed.

Witness my hand this 9th day of January, 2012

 Luinda Ashby
Clerk, City of Sherman, Texas



**REPLAT OF
LOTS 2R & THREE of
SHERMAN INDUSTRIAL
DEVELOPMENT ADDITION
TO THE CITY OF
SHERMAN, TEXAS
73.024 ACRES
OUT OF THE
WILLIAM MARTIN SURVEY
ABST. NO. 765
GRAYSON COUNTY, TEXAS**

JOB NO. 16100713

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

GRAPHIC SCALE

(IN FEET)
1 inch = 200 ft.

599
FILED FOR RECORD
January 9, 2017
at 2:23 o'clock
Recorded in Vol. 24 Page 39
PLAT Records Grayson County
WILMA BLACKSHEAR BUSH
County Clerk, Grayson Co., Texas
By Regina Foster

OWNERS ~ DEVELOPERS

SHERMAN ECONOMIC DEVELOPMENT CORP.	J. P HART LUMBER COMPANY, LLC
307 W. WASHINGTON ST.	9810 BALL STREET
SHERMAN, TEXAS 75090	SAN ANTONIO, TEXAS 78217

SURVEYOR
DOUGLAS W. UNDERWOOD
R.P.L.S. NO. 4709
3404 INTERURBAN ROAD
DENISON, TEXAS 75021

UNDERWOOD
DRAFTING & SURVEYING

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

201.24

E-9-25.5

This aerial map displays a complex network of property boundaries and utility infrastructure. The map includes the following details:

- Streets:** FM 1417, HOME, DORSET, US HWY 75, and SAM RAYBURN.
- Utility Lines:** Indicated by colored lines (blue, green, purple, cyan) with labels for sizes such as 12", 24", 10", 8", 6", 15", 18", 20", 14", 16", 12", 10", 8", 6", 15", 18", 42", 636, 637, 674, 676, 677, 678, 679, 680, 681, 682, 683, 684, 685, 686, 687, 688, 689, 690, 691, 692, 693, 694, 695, 696, 697, 698, 699, 700, 701, 702, 703, 704, 705, 706, 707, 708, 709, 710, 711, 712, 713, 714, 715, 716, 717, 718, 719, 720, 721, 722, 723, 724, 725, 726, 727, 728, 729, 730, 731, 732, 733, 734, 735, 736, 737, 738, 739, 740, 741, 742, 743, 744, 745, 746, 747, 748, 749, 750, 751, 752, 753, 754, 755, 756, 757, 758, 759, 760, 761, 762, 763, 764, 765, 766, 767, 768, 769, 770, 771, 772, 773, 774, 775, 776, 777, 778, 779, 780, 781, 782, 783, 784, 785, 786, 787, 788, 789, 790, 791, 792, 793, 794, 795, 796, 797, 798, 799, 800, 801, 802, 803, 804, 805, 806, 807, 808, 809, 810, 811, 812, 813, 814, 815, 816, 817, 818, 819, 820, 821, 822, 823, 824, 825, 826, 827, 828, 829, 830, 831, 832, 833, 834, 835, 836, 837, 838, 839, 840, 841, 842, 843, 844, 845, 846, 847, 848, 849, 850, 851, 852, 853, 854, 855, 856, 857, 858, 859, 860, 861, 862, 863, 864, 865, 866, 867, 868, 869, 870, 871, 872, 873, 874, 875, 876, 877, 878, 879, 880, 881, 882, 883, 884, 885, 886, 887, 888, 889, 890, 891, 892, 893, 894, 895, 896, 897, 898, 899, 900, 901, 902, 903, 904, 905, 906, 907, 908, 909, 910, 911, 912, 913, 914, 915, 916, 917, 918, 919, 920, 921, 922, 923, 924, 925, 926, 927, 928, 929, 930, 931, 932, 933, 934, 935, 936, 937, 938, 939, 940, 941, 942, 943, 944, 945, 946, 947, 948, 949, 950, 951, 952, 953, 954, 955, 956, 957, 958, 959, 960, 961, 962, 963, 964, 965, 966, 967, 968, 969, 970, 971, 972, 973, 974, 975, 976, 977, 978, 979, 980, 981, 982, 983, 984, 985, 986, 987, 988, 989, 990, 991, 992, 993, 994, 995, 996, 997, 998, 999, 1000.

1 inch = 1,000 feet



SHERMAN CITY COUNCIL

Agenda Communication Form

City Council Regular Meeting

Agenda Item No. C. 2.

Meeting Date: 02/20/2017

Prepared By: Clint Philpott, Director of Engineering

Approved By: Robby Hefton, City Manager

Caption:

RESOLUTION NO. 6189

Authorizing Execution of a Development Agreement with Carrus Health Holdings, LLC for the Construction of Public Facilities in the Replat of Carrus Medical Plaza, a 3.663-acre development south of U.S. Highway 82 in the City of Sherman

Issue:

The construction of public facilities in the Replat of Carrus Medical Plaza, a 3.663-acre development south of U.S. Highway 82 in the City of Sherman

Background:

Carrus Health Holdings, LLC proposes to construct a 3.663-acre development south of U.S. Highway 82, which includes the construction of a sanitary sewer main.

Origination:

Engineering Department

Financial Consideration:

None

Staff Recommendation:

Staff recommends approval of the Development Agreement.

Alternatives:

As directed by the City Council

Attachments

Resolution No. 6189

Development Agreement

Location Map

RESOLUTION NO. 6189

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS, AUTHORIZING EXECUTION OF A DEVELOPMENT AGREEMENT WITH CARRUS HEALTH HOLDINGS, LLC FOR THE CONSTRUCTION OF PUBLIC FACILITIES IN THE REPLAT OF CARRUS MEDICAL PLAZA, A 3.663-ACRE DEVELOPMENT SOUTH OF U.S. HIGHWAY 82 IN 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.

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

SECTION 1. That the City Manager be and is hereby authorized and directed, subject to all documents being properly completed and approved as to form and content by the City Attorney, to execute a Development Agreement with Carrus Health Holdings, LLC for the construction of public facilities in the Replat of Carrus Medical Plaza, a 3.663-acre development south of U.S. Highway 82 in the City of Sherman, Grayson County, Texas, in the same or substantially same form as the contract documents to be 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 _____, 2017.

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**

STATE OF TEXAS §
 §
COUNTY OF GRAYSON §

**DEVELOPMENT AGREEMENT BETWEEN
THE CITY OF SHERMAN AND CARRUS HEALTH HOLDINGS, LLC**

THIS DEVELOPMENT AGREEMENT (“Agreement”) is made and entered into this 20th day of February, 2017 (the “Effective Date”), by and among the City of Sherman (“City”), a municipal corporation organized under the laws of the State of Texas, Carrus Health Holdings, LLC (“Developer”).

WITNESSETH:

WHEREAS, City recognizes the importance of its continued role in local economic development; and

WHEREAS, Developer is developing a portion of the City and making improvements to the City; and

WHEREAS, Developer owns or controls lands located in Sherman, Texas, and described to the City by the Developer as the Carrus MOB, and attached hereto and made a part hereof as fully set out in this paragraph as Exhibit “A” and hereinafter referred to as the "Property", and Developer intends to develop the Property by constructing improvements thereon; and

WHEREAS, the Developer desires that the City accept the dedication of the streets, utilities, and other improvements as reflected on the plans and specifications submitted by the Developer as a part of the public facilities of the City, as indicated in Paragraph 2 of Article I; and

WHEREAS, the CITY is willing to provide, in accordance with the provisions of this Agreement and the prevailing state and local laws, city services to the Property and thereafter operate applicable facilities so that the occupants of the improvements on the Property will receive City services;

NOW, THEREFORE, in consideration of the mutual covenants and obligations herein, the parties agree as follows:

**ARTICLE I.
SPECIFIC CONTRACT PROVISIONS**

1. **Assurance of Title:** At the time of execution of this Agreement, the Developer agrees to deliver to City a copy of a Title Insurance Policy, or an opinion of title from a qualified attorney-at-law addressed to the City in a form and substance satisfactory to City with respect to the Property, which opinion shall include a current report on the status of the title, setting out the name of the legal title holders, the outstanding mortgages, taxes, liens and covenants. The provisions of this paragraph are for the purpose of evidencing

Developer's legal right to grant the exclusive rights of service contained in this Agreement.

2. **Assurance of Accuracy of Documents:** Developer has caused the subdivision plat of the Property (the “plat”) and all plans and specifications (the “plans”) for the streets, utilities and other improvements to be developed on the Property (collectively the “Project”) as part of the public facilities of the City, to be prepared by a Registered Professional Engineer and that Plat and Plans accurately depict such subdivision and the improvements comprising the Project. Developer understands that the City will rely on the accuracy of the Plat and Plans in making its determination as to whether the documents comply with all City ordinances, state and federal law.
3. **Development Documents:** Upon the execution of this Agreement, Plat, Plans, and orders of the City Planning and Zoning Commission and the City Council, made in connection with the approval of the subdivision depicted on the Plat (hereinafter the “Subdivision”) are confirmed, ratified, and agreed upon by both parties and attached hereto as Exhibit “B”. Developer agrees to comply with such orders and Ordinance No. 2684, and any amendments as of the date of the execution of the contract, as applicable to the Subdivision; and all of the work of the Project will be done under the supervision of the City Engineer (as defined in Paragraph 8 of this Article) to City standards, and in accordance with applicable City regulations. The Plat, Plans, orders of the City Planning and Zoning Commission, and the City Council and Ordinance No. 2684 (hereinafter collectively referred to as the “Development Documents”) are incorporated into this Agreement a part thereof for all purposes.
4. **Delivery of Improvements:** The Developer will pay for and deliver to the City free and clear of all liens and costs, all of the improvements provided in the Development Documents.
5. **Performance Bond:** No work shall be performed within the Subdivision until the Developer presents to the City Manager a satisfactory Performance Bond and a Payment Bond, as provided by Chapter 2253 of the Texas Government Code, from the Contractor in favor of the Developer and the City. Such bond shall be made for 100% of the contract price for all streets and utilities and public works to be installed in the Subdivision, and shall be in a form containing all other provisions set forth in Chapter 2253 of the Texas Government Code, including, but not limited to, Section 2253.021 of that Chapter.
6. **Failure to Complete Development:** If the Developer does not complete the Improvements contained in the Development Documents on or before December 31, 2017 City may, at its election, use the Performance Bond to complete such Improvements. The date in this Paragraph may be extended by the mutual agreement of the parties. Such extension shall be in writing, as provided in Paragraph 13 of Article II.

7. **Availability of Public Facilities:** No public facilities will be made available to any lot within any segment of this Subdivision until the work on each segment is performed and approved as agreed upon in this Agreement.
8. **Registered Civil Engineer:** All of the plans and specifications for the improvements herein mentioned in the Development Documents, shall be prepared by a Registered Professional Civil Engineer, and all of the improvements shall be built under the supervision of such engineer, and the engineer shall certify to the City that, as each segment is built, such segment as built is true and correct in accordance with the plans and specifications, and that the same was built under his supervision, and the certificate shall be signed and sealed by such engineer. All of the expense of such engineering shall be paid for by the Developer.
9. **City Engineer:** Before work is begun on any improvement, the City Engineer shall designate a person, hereinafter identified as "City Engineer," who shall be notified and arrangements made for inspection by the City Engineer at such stages of construction as required by him, and no improvement constructed underground shall be covered by the Developer until inspected by the City Engineer and approved by him. At any time any construction is contrary to the plans and specifications, the City Engineer shall be, and is, empowered to stop construction and require correct construction and installation at the Developer's risk and without liability to the City.
10. **Coordination of Work:** The work will be coordinated between the City and the Developer so that the utilities will be in place before the permanent improvements are installed.
11. **Utility Arrangements:** The Developer will make its own arrangements with gas, electric, and telephone service providers for extensions of their utilities, and upon complying with this Agreement, the City utilities will be furnished.
12. **Fees:** Other fees normally charged by the City for building permits, water taps, service connections, and similar fees will be paid as required to the City by the Developer.
13. **Guarantee or Maintenance Bond:**
 - A. If, within one year after the acceptance, defects should appear in the materials or workmanship, the Developer shall have such defects promptly repaired at its own expense, and shall leave the work as intended by the plans and specifications. This guarantee will apply to all parts of the work which have been accepted by the City.
 - B. Instead of the Guarantee set for in subparagraph (A) of this paragraph, Developer may provide a Maintenance Bond to the City at the time of final acceptance of the improvements by the City Engineer. The Bond shall name the City as an obligee under the bond and the bond shall provide a one (1) year guarantee on all the improvements contained in the Development Documents.

14. **WAIVER OF RIGHTS UNDER STATE LAW:**

- A. Developer understands that, pursuant to Section 212.904 of the Texas Local Government Code, the developer is entitled to an apportionment of the municipal infrastructure cost and that such apportionment must be done by a professional engineer. Developer hereby agrees that any land or property it donates to the City, as reflected on the Final Plat, is roughly proportionate to the need for such land. Developer further acknowledges and agrees that all prerequisites to such a determination of rough proportionality have been met, and that any costs incurred relative to said donation are related both in nature and extent to the impact of the development of the Property and its needs related thereto. BY MY SIGNATURE ON THIS AGREEMENT, DEVELOPER HEREBY FREELY, KNOWINGLY AND VOLUNTARILY WAIVES ITS RIGHTS UNDER SECTION 212.904 OF THE TEXAS LOCAL GOVERNMENT CODE, OR ANY OTHER RELATED CLAIMS. DEVELOPER AGREES THAT THE DEVELOPER'S AGREEMENT MAY PROCEED WITHOUT THE REQUIREMENTS IMPOSED ON THE CITY UNDER SECTION 212.904 OF THE TEXAS LOCAL GOVERNMENT CODE, EXCEPT DEVELOPER SPECIFICALLY RESERVES ITS RIGHT TO APPEAL THE APPORTIONMENT IN ACCORDANCE WITH SECTION 212.904 OF THE TEXAS LOCAL GOVERNMENT CODE. I CONSENT TO THIS WAIVER AFTER HAVING THE OPPORTUNITY TO REVIEW THIS AGREEMENT AND WAIVER PROVISION WITH MY ATTORNEY, OR IF I HAVE NOT REVIEWED THIS WITH AN ATTORNEY, THAT I HAVE HAD THE OPPORTUNITY TO DO SO AND HAVE VOLUNTARILY CHOSEN NOT TO SEEK THE ADVICE OF AN ATTORNEY.
- B. BOTH DEVELOPER AND THE CITY FURTHER AGREE TO WAIVE AND RELEASE ALL CLAIMS ONE MAY HAVE AGAINST THE OTHER RELATED TO ANY AND ALL ROUGH PROPORTIONALITY AND INDIVIDUAL DETERMINATION REQUIREMENTS MANDATED BY *DOLAN V. TOWN OF TIGARD*, 512 U.S. 374 (1994), AND ITS PROGENY, AND WELL AS ANY OTHER REQUIREMENTS OF A NEXUS BETWEEN THE DEVELOPMENT CONDITIONS AND THE PROJECTED IMPACT OF THE FOREGOING, INCLUDING ALL DEDICATIONS OF LAND, PARKLAND, AND ANY INFRASTRUCTURE REFERENCED HEREIN. I CONSENT TO THIS WAIVER AFTER HAVING THE OPPORTUNITY TO REVIEW THIS AGREEMENT AND WAIVER PROVISION WITH MY ATTORNEY, OR IF I HAVE NOT REVIEWED THIS WITH AN ATTORNEY, THAT I HAVE HAD THE OPPORTUNITY TO DO SO AND HAVE VOLUNTARILY CHOSEN NOT TO SEEK THE ADVICE OF AN ATTORNEY.

15. **Other Provisions:**

- A. Upon Completion of the Subdivision one electronic copy and one set of reproducible "Record" drawings will be supplied to the City.

- B. The Developer shall pay to the City an engineering plan review, inspection, and testing fee of \$594.00.
- C. Developer agrees that the development, as set forth in the Contract Documents, will comply with all federal, state and local laws relating to the discharge of storm water upon completion of the development.
- D. Developer and City agree that any and all goods and services relative to infrastructure dedicated to the City are exempt from state and local sales tax in accordance with Texas Tax Code §§151.309 and 151.311.

ARTICLE II.

GENERAL CONTRACT PROVISIONS

1. **Force Majeure.** If the performance of any of the parties hereto is delayed by reason of war, civil commotion, acts of God, inclement weather, unanticipated subsurface conditions, fire or other casualty, court injunction or any circumstances which are reasonably beyond the control of the party obligated or permitted under the terms of this Agreement to do or perform the same, regardless of whether any such circumstance is similar to any of those enumerated or not, the party so obligated or permitted shall be excused from doing or performing the same during such period of delay, so that the time period applicable to such design or construction requirement shall be extended for a period of time equal to the period such party was delayed. The terms above shall not apply to extend the time permitted for any payment obligations set forth in this Agreement.
2. **INDEMNIFICATION AND HOLD HARMLESS.** TO THE MAXIMUM EXTENT PERMITTED BY LAW, DEVELOPER OBLIGATES ITSELF TO THE CITY TO FULLY AND UNCONDITIONALLY PROTECT, INDEMNIFY AND DEFEND THE CITY, ITS OFFICERS, AGENTS AND EMPLOYEES, AND HOLD IT HARMLESS FROM AND AGAINST ANY AND ALL COSTS, EXPENSES, REASONABLE ATTORNEY FEES, CLAIMS, SUITS, LOSSES OR LIABILITY FOR INJURIES TO PROPERTY, INJURIES TO PERSONS (INCLUDING DEVELOPERS EMPLOYEES), INCLUDING DEATH, AND FROM ANY OTHER COSTS, EXPENSES, REASONABLE ATTORNEY FEES, CLAIMS, SUITS, LOSSES OR LIABILITIES OF ANY AND EVERY NATURE WHATSOEVER ARISING IN ANY MANNER, DIRECTLY OR INDIRECTLY, OUT OF OR IN CONNECTION HERewith, REGARDLESS OF CAUSE OR OF THE SOLE, JOINT, COMPARATIVE OR CONCURRENT NEGLIGENCE OR GROSS NEGLIGENCE OF DEVELOPER, ITS OFFICERS, AGENTS OR EMPLOYEES. THIS INDEMNIFICATION AND SAVE HARMLESS SHALL APPLY TO ANY IMPUTED OR ACTUAL JOINT ENTERPRISE LIABILITY. This indemnity does not waive any governmental immunity available to the City under Texas law and does not waive any defenses of the parties under Texas law.

3. **Authority to Bind.** Each general partner or member executing this Agreement on behalf the Developer represents that, by executing this Agreement in such capacity, it acts within the scope of its authority and does not exceed the bounds of its authority to act to bind such party regarding the obligations and assurances contained in this Agreement. City represents that the execution of this Agreement as provided below has been duly authorized by the City Council as provided in the Approval Resolution.
4. **Events of Default.** A default shall exist if either party fails to perform or observe any material covenant contained in this Agreement. The non-defaulting party shall immediately notify the defaulting party in writing upon becoming aware of any change in the existence of any condition or event which would constitute a default or, with the giving of notice or passage of time, or both, would constitute a default under this Agreement. Such notice shall specify the nature and the period of existence thereof and what action, if any, the notifying party requires or proposes to require with respect to curing the default.
5. **Remedies Available to City.** If a default by Developer shall occur and continue, after thirty (30) day's notice to cure default, City may, at its option, pursue any and all remedies it may be entitled to, at law or in equity, in accordance with Texas law and including using the Performance Bond to complete the work, without the necessity of further notice to or demand upon Developer. City shall not, however, have the right to exercise such remedies for so long as Developer proceeds in good faith and with due diligence to remedy and correct the default, provided that Developer has commenced to cure such default within thirty (30) days following notice, pursues such cure with reasonable diligence and completes such cure within one hundred eighty (180) days.
6. **No Waiver of Defenses.** Nothing in this Agreement shall be construed or intended to waive any defenses available to the City, including, but not limited to, governmental immunity.
7. **Venue and Governing Law.** This Agreement is performable in Grayson County, Texas and venue of any action arising out of this Agreement shall be exclusively in Grayson County. This Agreement shall be governed and construed in accordance with the laws of the State of Texas.
8. **Notices.** Any notice required by this Agreement shall be deemed to be properly served (i) three (3) days following deposit if deposited in the U.S. mail by certified letter, return receipt requested; (ii) on the next business day if sent by nationally recognized overnight delivery service; or (iii) upon receipt if transmitted by facsimile or electronic transmission, addressed to the recipient at the recipient's address shown below, subject to the right of either party to designate a different address by notice given in the manner just described.

CITY:

DESIGNEE: Clint Philpott, P.E.

ADDRESS: 220 W. Mulberry Street
Sherman, TX 75090
PHONE: 903-892-4547
FAX: 903-870-7802

DEVELOPER:

DESIGNEE: Attn: Anbu Nachimuthu
ADDRESS: 4204 N. I-35
Denton, TX 76207
PHONE: 972-489-7414
FAX: 903-870-2731

9. **Legal Construction.** In case any one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision thereof and this Agreement shall be considered as if such invalid, illegal, or unenforceable provision had never been contained in this Agreement.
10. **Counterparts.** This Agreement may be executed in any number of counterparts, which may be transmitted originally or electronically, each of which shall be deemed an original and constitute one and the same instrument.
11. **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.
12. **Successors and Assigns.** The terms and conditions of this Agreement are binding upon the successors and assigns of all parties hereto, provided, however, this Agreement shall not be assigned by Developer without prior written approval by the City Manager of the City, which approval shall not be unreasonably withheld or delayed. City may assign or delegate any of its rights or obligations under this Agreement but the same shall not constitute a novation.
13. **Entire Agreement.** This Agreement embodies the complete agreement of the parties hereto, superseding all oral or written previous and contemporary agreements between the parties and relating to matters in this Agreement, and except as otherwise provided herein cannot be modified without written agreement of the parties to be attached to and made a part of this Agreement.
14. **Interpretation of Agreement.** This is negotiated Agreement. If any part of this Agreement is in dispute, the parties stipulate that the Agreement shall not be construed more favorably for either party.

IN WITNESS WHEREOF, parties have caused this Agreement to be executed in duplicate this ____ day of _____ 2017, with an original to each party.

Developer: CARRUS HEALTH HOLDINGS, LLC

BY: _____
NAME: Anbu Nachimuthu
TITLE: President

ATTEST: **BY:** _____
NAME: _____
TITLE: _____

CITY: CITY OF SHERMAN

BY: _____
NAME: Robby Hefton
TITLE: City Manager

ATTEST: **BY:** _____
NAME: Linda Ashby
TITLE: City Clerk

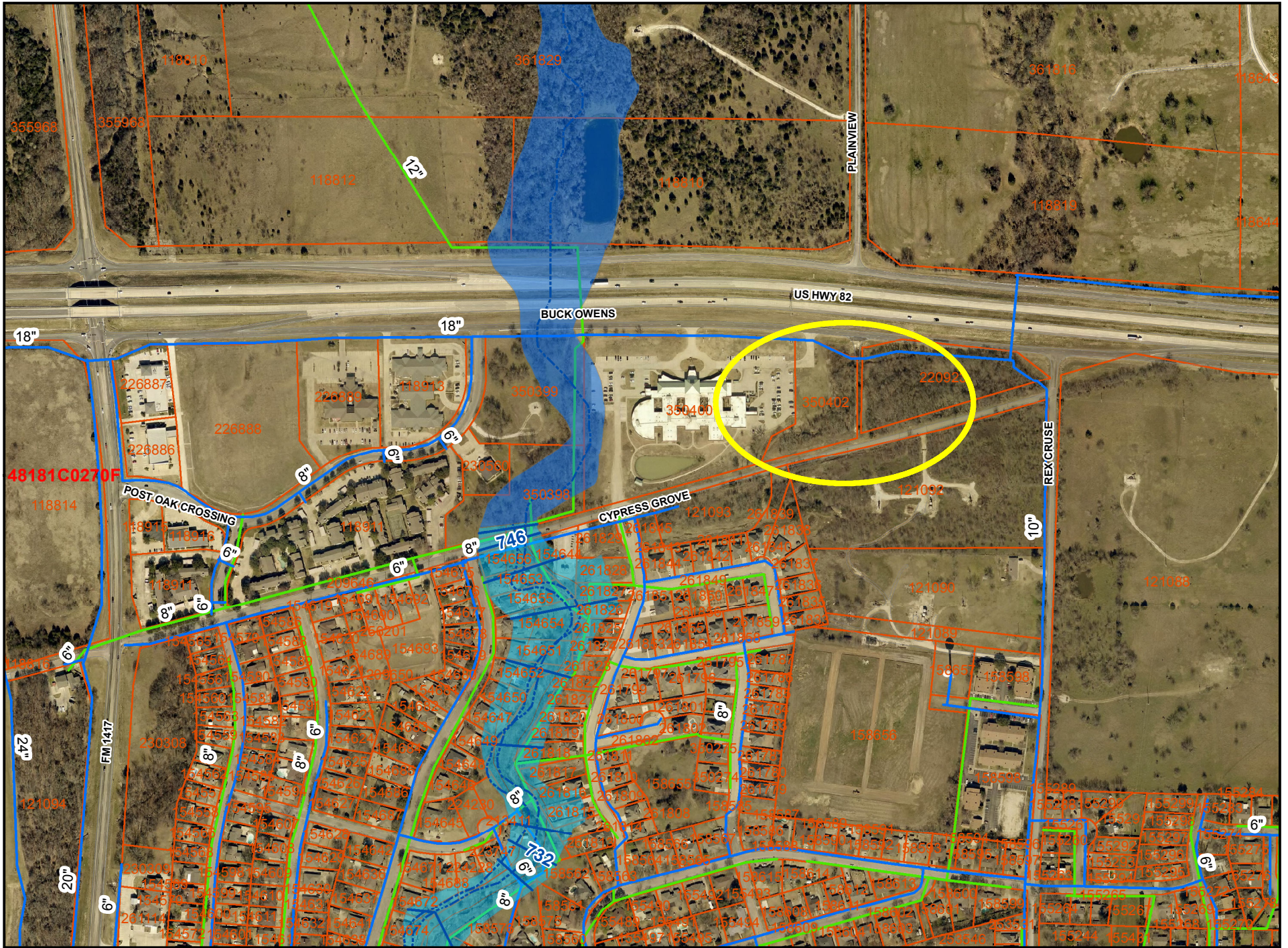
APPROVAL RECOMMENDED:

Clint Philpott, P.E. / Director of Engineering

APPROVED AS TO FORM:

Brandon S. Shelby, City Attorney

Replat of Carrus Medical Plaza



1 inch = 500 feet



SHERMAN CITY COUNCIL

Agenda Communication Form

City Council Regular Meeting

Agenda Item No. C. 3.

Meeting Date: 02/20/2017

Prepared By: Clint Philpott, Director of Engineering

Approved By: Robby Hefton, City Manager

Caption:

RESOLUTION NO. 6190

Awarding a Bid to and Authorizing Execution of a Contract with Lynn Vessels Construction, LLC based on an Invitation to Bid for Construction of the Canyon Creek Drive Extension

Issue:

To consider awarding a bid to and authorizing execution of a contract with Lynn Vessels Construction, LLC of Sherman, Texas, based on an invitation to bid, for construction of the Canyon Creek Drive Extension

Background:

The Capital Improvement Program contains a project to extend Canyon Creek Drive from Shady Oaks Lane to Lamberth Road. The project includes a 3600 linear foot (LF) extension of Shady Oaks Lane, a 700 LF extension of Hill View Lane, and 700 LF of improvements to Shady Oak Lane. Three (3) bidders responded to the request for bids. A bid tabulation is attached. The low bid in the amount of \$2,164,365.38 was submitted by Lynn Vessels Construction, LLC.

Origination:

Engineering Department

Financial Consideration:

The project cost of \$2,164,365.38 will be funded by the Capital Improvement Program.

Staff Recommendation:

It is recommended that the bid be awarded for construction of the Canyon Creek Drive Extension to Lynn Vessels Construction, LLC in the amount of \$2,164,365.38. It is also recommended that the City Manager be authorized to execute the required contract documents.

Alternatives:

As may be directed by the City Council

Attachments

Resolution No. 6190

Contract

Bid Tab

Location Map

RESOLUTION NO. 6190

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS, AWARDING A BID TO AND AUTHORIZING EXECUTION OF A CONTRACT WITH LYNN VESSELS CONSTRUCTION, LLC BASED ON AN INVITATION TO BID FOR CONSTRUCTION OF THE CANYON CREEK DRIVE EXTENSION; 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 Lynn Vessels Construction, LLC of Sherman, Texas, is hereby awarded the bid and the City of Sherman hereby approves the contract with Lynn Vessels Construction, LLC in the amount of Two Million One Hundred Sixty-Four Thousand Three Hundred Sixty-Five Dollars and Thirty-Eight Cents (\$2,164,365.38) for construction of the Canyon Creek Drive Extension; and that the City Manager be and is hereby authorized and directed, subject to all contract documents being properly completed and approved as to form and content by the City Attorney, to execute a contract with Lynn Vessels Construction, LLC for construction of the aforementioned 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 _____, 2017.

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**

CONTRACT AGREEMENT

STATE OF TEXAS

COUNTY OF GRAYSON

THIS AGREEMENT is made and entered into this 20th day of February, **2017**, 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, LLC, 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:

Canyon Creek Drive Extension

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 two hundred forty (**240**) 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 Million, One Hundred Sixty Four Thousand, Three Hundred Sixty Five Dollars and Thirty Eight Cents (**\$2,164,365.38**) 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

By: _____ By: _____
(CONTRACTOR) ATTEST:

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: _____

Corporate Seal

Bid Tabulation**Project:** Canyon Creek Drive Extension**Owner:** City of Sherman**Number:** 2017-05**Public Works Project # 3009****Date:** 2/2/2017

			Lynn Vessels Construction		03 Concrete Contractors		Richard Drake Construction					
Item	Description	Estimated Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
Canyon Creek Drive												
1	Mobilization	1	LS	49,465.75	49,465.75	90,000.00	90,000.00	432,300.00	432,300.00		0.00	0.00
2	Erosion Control Plan	1	LS	5,011.55	5,011.55	119,560.00	119,560.00	59,990.00	59,990.00		0.00	0.00
3	Field Control (Construction Staking)	1	LS	17,119.50	17,119.50	20,000.00	20,000.00	15,000.00	15,000.00		0.00	0.00
4	Cut	7,400	CY	5.93	43,882.00	14.00	103,600.00	12.10	89,540.00		0.00	0.00
5	Fill	3,700	CY	5.31	19,647.00	19.00	70,300.00	7.15	26,455.00		0.00	0.00
6	8" Thick 4,000-psi concrete w/#4 @24"C-C EW	14,800	SY	46.38	686,424.00	52.87	782,476.00	61.80	914,640.00		0.00	0.00
7	4" Thick 3,000-psi concrete w/#3 @24"C-C EW	21,900	SF	4.36	95,484.00	5.80	127,020.00	4.95	108,405.00		0.00	0.00
8	Lime Stabilization	16,000	SY	2.73	43,680.00	3.00	48,000.00	5.50	88,000.00		0.00	0.00
9	Lime (36#/SY)	287	TON	170.63	48,970.81	180.00	51,660.00	161.00	46,207.00		0.00	0.00
10	Barrier Free Ramp	6	EA	1,104.01	6,624.06	2,000.00	12,000.00	2,070.00	12,420.00		0.00	0.00
11	TxDOT Type III Barricade	2	EA	1,582.00	3,164.00	1,000.00	2,000.00	891.00	1,782.00		0.00	0.00
12	Integral Curb	7,300	LF	4.52	32,996.00	3.21	23,433.00	10.60	77,380.00		0.00	0.00
13	24" Type "I" While Solid 90 mil Thermo	36	LF	27.26	981.36	9.00	324.00	9.50	342.00		0.00	0.00
14	Street Sign	2	EA	522.06	1,044.12	800.00	1,600.00	250.00	500.00		0.00	0.00
15	6'x3' Box Culvert	308	LF	331.33	102,049.64	655.00	201,740.00	985.00	303,380.00		0.00	0.00
16	36" Class III RCP	84	LF	126.18	10,599.12	187.60	15,758.40	245.00	20,580.00		0.00	0.00
17	30" Class III RCP	139	LF	93.69	13,022.91	151.00	20,989.00	184.00	25,576.00		0.00	0.00
18	24" Class III RCP	290	LF	72.89	21,138.10	123.80	35,902.00	134.00	38,860.00		0.00	0.00
19	21" Class III RCP	140	LF	62.50	8,750.00	110.60	15,484.00	115.00	16,100.00		0.00	0.00
20	18" Class III RCP	692	LF	50.75	35,119.00	87.40	60,480.80	98.00	67,816.00		0.00	0.00
21	16" Curb Inlet	9	EA	5,226.25	47,036.25	8,925.00	80,325.00	9,810.00	88,290.00		0.00	0.00
22	10" Curb Inlet	2	EA	3,253.61	6,507.22	4,665.00	9,330.00	5,015.00	10,030.00		0.00	0.00
23	Temporary Channel Excavation	2,500	CY	5.93	14,825.00	14.00	35,000.00	8.50	21,250.00		0.00	0.00
24	Trench Safety	1,422	LF	0.28	398.16	2.25	3,199.50	2.00	2,844.00		0.00	0.00
25	TV Inspection	1	LS	1,867.89	1,867.89	4,000.00	4,000.00	7,500.00	7,500.00		0.00	0.00
26	6x3 Box Culverts Flare Headwall	2	EA	12,224.34	24,448.68	15,000.00	30,000.00	14,625.00	29,250.00		0.00	0.00
27	36" RCP Flare Headwall	1	EA	2,331.30	2,331.30	5,500.00	5,500.00	10,347.00	10,347.00		0.00	0.00
28	21" 6:1 Safety End Treatment	4	EA	2,308.59	9,234.36	3,500.00	14,000.00	2,022.00	8,088.00		0.00	0.00
29	9" Diameter Rock Rip Rap	600	SF	3.89	2,334.00	8.00	4,800.00	16.00	9,600.00		0.00	0.00
30	8" C900 DR-18 PVC	3,850	LF	18.33	70,570.50	33.00	127,050.00	38.50	148,225.00		0.00	0.00
31	6" C900 DR-18 PVC	80	LF	16.93	1,354.40	31.00	2,480.00	27.50	2,200.00		0.00	0.00
32	8" Gate Valve w/ Box and Pad	18	EA	1,138.32	20,489.76	1,375.00	24,750.00	1,375.00	24,750.00		0.00	0.00
33	6" Gate Valve w/ Box and Pad	9	EA	698.97	6,290.73	1,265.00	11,385.00	1,045.00	9,405.00		0.00	0.00
34	Fire Hydrant	9	EA	2,445.49	22,009.41	4,000.00	36,000.00	3,025.00	27,225.00		0.00	0.00
35	Ductile Iron Fittings w/ Restraints	3	TON	4,751.06	11,877.65	4,000.00	10,000.00	6,600.00	16,500.00		0.00	0.00
36	Concrete Thrust Blocking	4	CY	135.60	542.40	150.00	600.00	330.00	1,320.00		0.00	0.00
37	Testing Water Lines	1	LS	1,554.32	1,554.32	10,000.00	10,000.00	2,750.00	2,750.00		0.00	0.00
38	Connect to Existing Lines	1	EA	411.37	411.37	3,000.00	3,000.00	770.00	770.00		0.00	0.00
39	8" SDR-35 PVC Sewer Line	2,120	LF	26.36	55,883.20	36.00	76,320.00	55.00	116,600.00		0.00	0.00
40	4' Manhole	7	EA	2,841.79	19,892.53	4,500.00	31,500.00	6,050.00	42,350.00		0.00	0.00
41	Trench Safety	2,120	LF	1.13	2,395.60	2.25	4,770.00	2.00	4,240.00		0.00	0.00
42	Testing Sewer Lines and Manholes	1	LS	4,802.50	4,802.50	7,200.00	7,200.00	3,410.00	3,410.00		0.00	0.00
Subtotal					1,572,230.15		2,333,536.70		2,932,217.00		0.00	0.00

			Lynn Vessels Construction		03 Concrete Contractors		Richard Drake Construction					
Item	Description	Estimated Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
Shady Oaks Lane												
1	Cut	2,150	CY	5.93	12,749.50	14.00	30,100.00	12.10	26,015.00		0.00	0.00
2	Fill	300	CY	5.31	1,593.00	19.00	5,700.00	7.15	2,145.00		0.00	0.00
3	8" Thick 4,000-psi concrete w/#4 @24"C-C EW	3,200	SY	46.38	148,416.00	52.87	169,184.00	64.30	205,760.00		0.00	0.00
4	4" Thick 3,000-psi concrete w/#3 @24"C-C EW	2,500	SF	4.36	10,900.00	5.80	14,500.00	5.15	12,875.00		0.00	0.00
5	Lime Stabilization	3,369	SY	2.73	9,197.37	3.00	10,107.00	6.00	20,214.00		0.00	0.00
6	Lime (36#/SY)	61	TON	170.63	10,408.43	180.00	10,980.00	161.00	9,821.00		0.00	0.00
7	Barrier Free Ramp	4	EA	1,104.01	4,416.04	2,000.00	8,000.00	2,070.00	8,280.00		0.00	0.00
8	Integral Curb	1,300	LF	4.52	5,876.00	3.21	4,173.00	10.60	13,780.00		0.00	0.00
9	Asphalt Trans	90	TON	231.65	20,848.50	200.00	18,000.00	230.00	20,700.00		0.00	0.00

Public Works Project # 3009

Date: 2/2/2017

Item	Description	Estimated Quantity		Lynn Vessels Construction		03 Concrete Contractors		Richard Drake Construction		Unit Price	Total Price	Unit Price	Total Price
				Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price				
10	24" Type "I" While Solid 90 mil Thermo	54	LF	27.26	1,472.04	9.00	486.00	9.50	513.00		0.00		0.00
11	Street Sign	5	EA	522.06	2,610.30	800.00	4,000.00	250.00	1,250.00		0.00		0.00
12	36" Class III RCP	38	LF	126.18	4,794.84	187.60	7,128.80	236.00	8,968.00		0.00		0.00
13	24" Class III RCP	497	LF	72.89	36,226.33	123.80	61,528.60	134.00	66,598.00		0.00		0.00
14	21" Class III RCP	279	LF	62.50	17,437.50	110.60	30,857.40	124.00	34,596.00		0.00		0.00
15	18" Class III RCP	82	LF	50.75	4,161.50	87.40	7,166.80	110.00	9,020.00		0.00		0.00
16	16" Curb Inlet	1	EA	5,226.25	5,226.25	8,925.00	8,925.00	9,810.00	9,810.00		0.00		0.00
17	10" Curb Inlet	4	EA	3,253.61	13,014.44	4,665.00	18,660.00	5,147.00	20,588.00		0.00		0.00
18	4'x4' Wye Inlet	1	EA	2,830.54	2,830.54	3,600.00	3,600.00	4,364.00	4,364.00		0.00		0.00
19	Temporary Channel Excavation	1,000	CY	5.93	5,930.00	14.00	14,000.00	8.50	8,500.00		0.00		0.00
20	Trench Safety	896	LF	0.28	250.88	2.25	2,016.00	2.00	1,792.00		0.00		0.00
21	TV Inspection	1	LS	1,012.48	1,012.48	2,000.00	2,000.00	7,500.00	7,500.00		0.00		0.00
22	36" Parallel headwall with Energy Dissipators	1	EA	8,569.92	8,569.92	5,500.00	5,500.00	11,634.00	11,634.00		0.00		0.00
23	9" Diameter Rock Rip Rap	400	SF	4.65	1,860.00	8.00	3,200.00	4.40	1,760.00		0.00		0.00
24	8" C900 DR-18 PVC	291	LF	18.33	5,334.03	33.00	9,603.00	39.00	11,349.00		0.00		0.00
25	8" Gate Valve w/ Box and Pad	2	EA	1,138.32	2,276.64	1,375.00	2,750.00	1,375.00	2,750.00		0.00		0.00
26	Ductile Iron Fittings w/ Restraints	0.25	TON	1,892.30	473.08	4,000.00	1,000.00	6,600.00	1,650.00		0.00		0.00
27	Concrete Thrust Blocking	0.5	CY	135.60	67.80	150.00	75.00	330.00	165.00		0.00		0.00
28	Testing Water Lines	1	LS	115.09	115.09	2,500.00	2,500.00	660.00	660.00		0.00		0.00
29	8" SDR-35 PVC Sewer Line	273	LF	26.36	7,196.28	36.00	9,828.00	55.00	15,015.00		0.00		0.00
30	4' Manhole	1	EA	2,584.20	2,584.20	4,500.00	4,500.00	5,500.00	5,500.00		0.00		0.00
31	Trench Safety	273	LF	1.13	308.49	2.25	614.25	2.00	546.00		0.00		0.00
32	Testing Sewer Lines and Manholes	1	LS	220.97	220.97	4,500.00	4,500.00	880.00	880.00		0.00		0.00
33	6" Clean Out	1	EA	397.36	397.36	500.00	500.00	1,210.00	1,210.00		0.00		0.00
Subtotal				348,775.80		475,682.85		546,208.00		0.00		0.00	

Hillview Lane				Lynn Vessels Construction		03 Concrete Contractors		Richard Drake Construction		Unit Price	Total Price	Unit Price	Total Price
Item	Description	Estimated Quantity		Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price				
1	Cut	4,300	CY	5.93	25,499.00	14.00	60,200.00	12.10	52,030.00		0.00		0.00
2	8" Thick 4,000-psi concrete w/#4 @24"C-C EW	2,715	SY	46.38	125,921.70	52.87	143,542.05	64.40	174,846.00		0.00		0.00
3	4" Thick 3,000-psi concrete w/#3 @24"C-C EW	5,530	SF	4.36	24,110.80	5.80	32,074.00	5.00	27,650.00		0.00		0.00
4	Lime Stabilization	2,930	SY	2.73	7,998.90	3.00	8,790.00	5.50	16,115.00		0.00		0.00
5	Lime (36#/SY)	53	TON	170.63	9,043.39	180.00	9,540.00	161.00	8,533.00		0.00		0.00
6	Integral Curb	1380	LF	4.52	6,237.60	3.21	4,429.80	10.60	14,628.00		0.00		0.00
7	Drainage Flume	1	LS	684.78	684.78	1,200.00	1,200.00	1,385.00	1,385.00		0.00		0.00
8	24" Type "I" While Solid 90 mil Thermo	16	LF	27.26	436.16	9.00	144.00	9.50	152.00		0.00		0.00
9	Street Sign	1	EA	522.06	522.06	800.00	800.00	250.00	250.00		0.00		0.00
10	8" C900 DR-18 PVC	644	LF	18.33	11,804.52	33.00	21,252.00	38.50	24,794.00		0.00		0.00
11	6" C900 DR-18 PVC	20	LF	16.93	338.60	31.00	620.00	27.50	550.00		0.00		0.00
12	8" Gate Valve w/ Box and Pad	1	EA	1,138.32	1,138.32	1,375.00	1,375.00	1,375.00	1,375.00		0.00		0.00
13	6" Gate Valve w/ Box and Pad	1	EA	698.97	698.97	1,275.00	1,275.00	1,045.00	1,045.00		0.00		0.00
14	Fire Hydrant	1	EA	2,456.35	2,456.35	4,000.00	4,000.00	3,025.00	3,025.00		0.00		0.00
15	Ductile Iron Fittings w/ Restraints	0.5	TON	1,764.04	882.02	4,000.00	2,000.00	6,600.00	3,300.00		0.00		0.00
16	Concrete Thrust Blocking	1	CY	135.60	135.60	150.00	150.00	330.00	330.00		0.00		0.00
17	Testing Water Lines	1	LS	254.70	254.70	2,500.00	2,500.00	1,320.00	1,320.00		0.00		0.00
18	8" SDR-35 PVC Sewer line	705	LF	26.36	18,583.80	36.00	25,380.00	55.00	38,775.00		0.00		0.00
19	4' Manhole	2	EA	2,655.34	5,310.68	4,500.00	9,000.00	5,500.00	11,000.00		0.00		0.00
20	Trench Safety	705	LF	1.13	796.65	2.25	1,586.25	2.00	1,410.00		0.00		0.00
21	Testing Sewer Lines and Manholes	1	LS	504.83	504.83	4,500.00	4,500.00	1,540.00	1,540.00		0.00		0.00
Subtotal				243,359.43		334,358.10		384,053.00		0.00		0.00	

	Canyon Creek Subtotal				1,572,230.15		2,333,536.70		2,932,217.00		0.00		0.00
	Shady Oaks Subtotal				348,775.80		475,682.85		546,208.00		0.00		0.00
	Hillview Lane Subtotal				243,359.43		334,358.10		384,053.00		0.00		0.00
Total Base Bid					2,164,365.38		3,143,577.65		3,862,478.00		0.00		0.00

Deductive Alternate

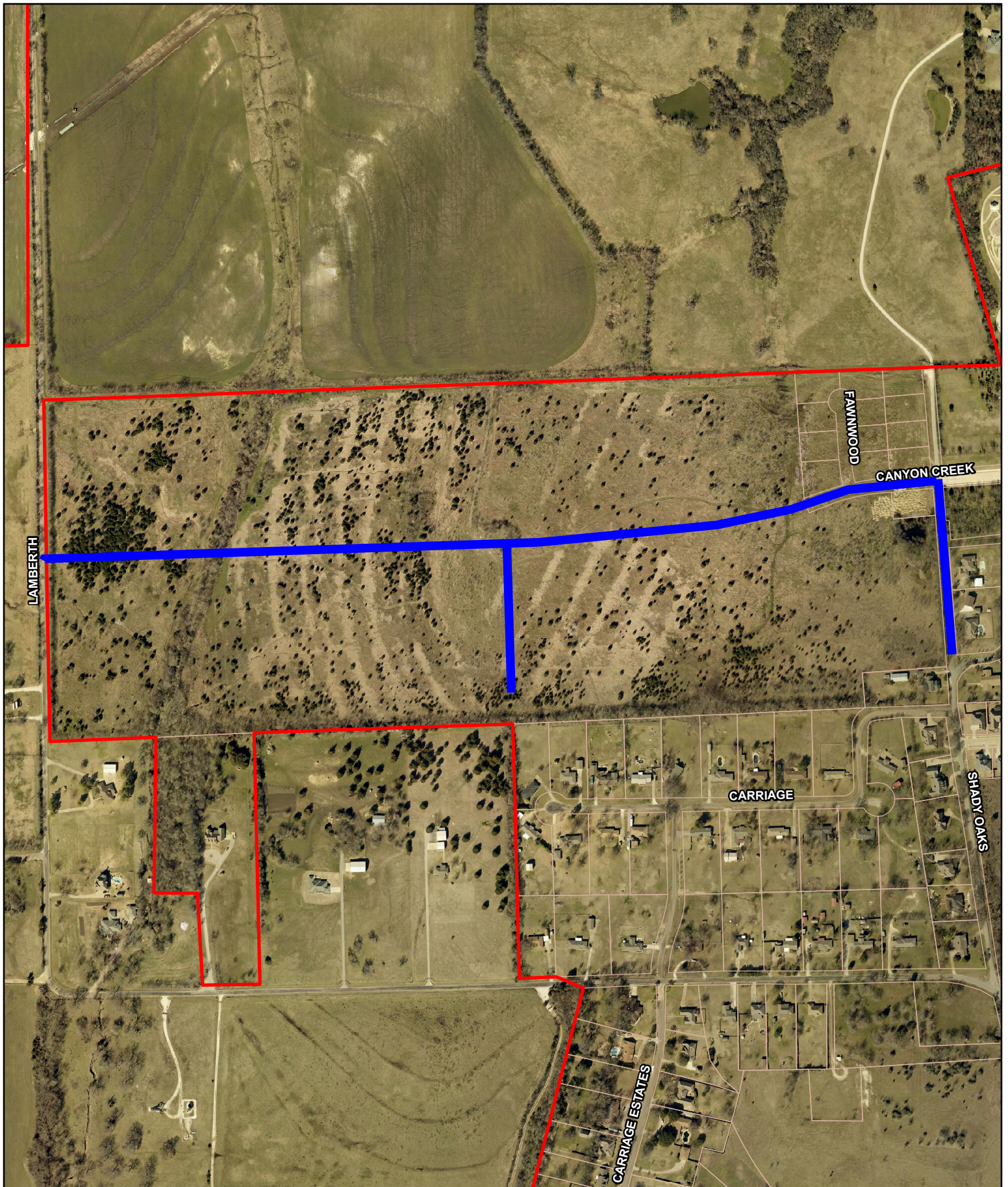
Lynn Vessels Construction	03 Concrete Contractors	Richard Drake Construction		
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Public Works Project # 3009

Date: 2/2/2017

			Lynn Vessels Construction		03 Concrete Contractors		Richard Drake Construction					
Item	Description	Estimated Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
Item	Description	Estimated Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
1	Water and Sewer Mobilization	1	LS	12,317.00	12,317.00	11,000.00	11,000.00	12,100.00	12,100.00		0.00	0.00
2	8" C900 DR-18 PVC	4,785	LF	18.33	87,709.05	33.00	157,905.00	38.50	184,222.50		0.00	0.00
3	6" C900 DR-18 PVC	100	LF	16.93	1,693.00	31.00	3,100.00	27.50	2,750.00		0.00	0.00
4	8" Gate Valve w/ Box and Pad	21	EA	1,138.32	23,904.72	1,375.00	28,875.00	1,375.00	28,875.00		0.00	0.00
5	6" Gate Valve w/ Box and Pad	10	EA	698.97	6,989.70	1,265.00	12,650.00	1,045.00	10,450.00		0.00	0.00
6	Fire Hydrant	10	EA	2,455.49	24,554.90	4,000.00	40,000.00	3,025.00	30,250.00		0.00	0.00
7	Ductile Iron Fittings w/ Restraints	3.25	TON	7,147.45	23,229.21	4,000.00	13,000.00	6,600.00	21,450.00		0.00	0.00
8	Concrete Thrust Blocking	5.5	CY	135.60	745.80	150.00	825.00	330.00	1,815.00		0.00	0.00
9	Testing Water Lines	3	LS	641.37	1,924.11	5,000.00	15,000.00	1,575.00	4,725.00		0.00	0.00
10	Connect to Existing Lines	1	EA	411.37	411.37	3,000.00	3,000.00	770.00	770.00		0.00	0.00
11	8" SDR-35 PVC Sewer Line	3,098	LF	26.28	81,415.44	36.00	111,528.00	55.00	170,390.00		0.00	0.00
12	4' Manhole	10	EA	2,778.74	27,787.40	4,500.00	45,000.00	5,885.00	58,850.00		0.00	0.00
13	Trench Safety	3,098	LF	1.13	3,500.74	2.25	6,970.50	2.00	6,196.00		0.00	0.00
14	6" Clean Out	1	LS	397.36	397.36	500.00	500.00	1,210.00	1,210.00		0.00	0.00
15	Testing Sewer Lines and Manholes	3	EA	1,842.77	5,528.31	5,400.00	16,200.00	1,943.00	5,829.00		0.00	0.00
Total Deductive Alternative Bid				302,108.11		465,553.50		539,882.50		0.00		0.00

T:\Engineering\Projects\3009 - Canyon Creek Extension\Bid\Bid and Award Setup.xls]Tabulation (2)





SHERMAN CITY COUNCIL

Agenda Communication Form

City Council Regular Meeting

Agenda Item No. C. 4.

Meeting Date: 02/20/2017

Prepared By: Clint Philpott, Director of Engineering

Approved By: Robby Hefton, City Manager

Caption:

*** RESOLUTION NO. 6191**

Finding and Determining a Public Purpose and Public Necessity Exists for Construction of City Project West Travis Phase II & Northgate Drive Extension Improvements; Appointing an Appraiser and Negotiator as Necessary; Authorizing the City Manager to Establish Just Compensation for the Property Rights to be Acquired; Authorizing the City Manager to Take all Steps Necessary to Acquire the Needed Property Rights in Compliance with All Applicable Laws and Regulations

Issue:

To consider granting authority to negotiate for property rights on the City's Right-of-Way Project, West Travis Phase II & Northgate Drive Extension Improvements and, if necessary, to begin condemnation proceedings

Background:

The Crossroads Phase I Right-of-Way project began construction in October 2016. The construction for this project is continuing as expected; and the West Travis Phase II & Northgate Drive Extension Improvements project is anticipated to begin construction soon. The Sherman Crossroads West Travis Street was previously approved and budgeted. Preliminary contacts with certain property owners have not been successful as the City has had to obtain "right of entry" on several properties to survey for the project. It is anticipated that these property owners will not execute easements for this project. To prevent any undue delay in the project, City Council's authorization to negotiate, make final offers, employ an appraiser and, if necessary, begin condemnation proceedings as required by law is requested.

Origination:

Engineering Department

Financial Consideration:

Property acquisition costs, along with costs for appraisals, surveys, maps and photos.

Staff Recommendation:

Staff recommends approval.

Alternatives:

As may be directed by the Council

Attachments

Resolution No. 6191
Deed and Exhibit
Location Map

RESOLUTION NO. 6191

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS, FINDING AND DETERMINING A PUBLIC PURPOSE AND PUBLIC NECESSITY EXISTS FOR CONSTRUCTION OF CITY PROJECT WEST TRAVIS PHASE II & NORTHGATE DRIVE EXTENSION IMPROVEMENTS; APPOINTING AN APPRAISER AND NEGOTIATOR AS NECESSARY; AUTHORIZING THE CITY MANAGER TO ESTABLISH JUST COMPENSATION FOR THE PROPERTY RIGHTS TO BE ACQUIRED; AUTHORIZING THE CITY MANAGER TO TAKE ALL STEPS NECESSARY TO ACQUIRE THE NEEDED PROPERTY RIGHTS IN COMPLIANCE WITH ALL APPLICABLE LAWS AND REGULATIONS; 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 of the City of Sherman, Texas has previously authorized the employment of Brockett/Davis/Drake, Inc. to plan for the construction of the West Travis Phase II & Northgate Drive Extension Improvements; and

WHEREAS, this project was recommended by the City Staff in order to provide a four-lane divided thoroughfare through from Heritage Parkway (F.M. 1417) through the Sherman Crossroads development to U.S. Highway 75 and recommended the acquisition of all necessary property rights; and

WHEREAS, the City Council has considered the West Travis Phase II & Northgate Drive Extension Improvements Project and has determined that a public purpose and public necessity exists for the acquisition of all necessary and appropriate property rights for the West Travis Phase II & Northgate Drive Extension Improvements Project; and

WHEREAS, the City Council has funded and approved the West Travis Phase II & Northgate Drive Extension Improvements Project;

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

SECTION 1. That the City Council hereby finds and determines that a public purpose and public necessity exists for the City of Sherman to acquire all necessary and appropriate property rights in those certain lots, tracts, or parcels of land deemed necessary for the construction of the West Travis Phase II & Northgate Drive Extension Improvements Project and does further determine the public purpose and public necessity of the City of Sherman acquiring said property together with all necessary and appropriate appurtenances, additions and improvements on, over, under and through those certain lots, tracts and parcels of land.

SECTION 2. That the City Manager or his designee is authorized and directed to acquire all appropriate property rights for the West Travis Phase II & Northgate Drive Extension Improvements Project for the City of Sherman, and to acquire said rights in compliance with State and Federal law. The City Manager, or his designee, is specifically authorized and directed to do each and every act necessary to acquire the needed property rights including, but not limited to, the authority to negotiate, give notices, make written offers to purchase, prepare contracts and, when necessary, to institute proceedings in eminent domain.

SECTION 3. That the City Manager or his designee is hereby appointed as “negotiator” for the acquisition of the West Travis Phase II & Northgate Drive Extension Improvements Project property and, as such, the City Manager or his designee is authorized and directed to do each and every act and deed hereinabove specified or authorized by reference. Subject to the availability of funds appropriated by the City Council for such purposes and with the advice and recommendation of the City Attorney and the City’s appointed appraiser, the City Manager is specifically authorized to establish the just compensation for the acquisition of this property. If the City Manager or his designee determines that an agreement with the property owner(s) as to just compensation cannot be reached, then the City Attorney is hereby authorized and directed to file or cause to be filed, against the owners and interested parties of the property, proceedings in eminent domain to acquire the above stated interest in the property.

SECTION 4. That a qualified appraiser shall be designated the appraiser of the property to be acquired as necessary.

SECTION 5. That the findings of fact, recitations and provisions set out in the preamble of this resolution are adopted and made a part of the body of this resolution, as if the same were fully set forth herein.

SECTION 6. 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 _____, 2017.

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 OR ALL OF THE FOLLOWING INFORMATION FROM ANY INSTRUMENT THAT TRANSFERS AN INTEREST IN REAL PROPERTY BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER

RIGHT-OF-WAY DEDICATION DEED

STATE OF TEXAS §
 § **KNOW ALL MEN BY THESE PRESENTS: COUNTY OF**
GRAYSON §

That **ACTICHEM, L.P.** ("Grantor"), a Texas limited liability company, whose address is 1410 Westway Circle, Carrollton, TX 75006-3734, for and in consideration of the sum of EIGHTY THOUSAND AND NO/100 DOLLARS (\$80,000.00) and other good and valuable consideration in hand paid by the **CITY OF SHERMAN, TEXAS**, ("Grantee"), whose mailing address is P.O. Box 1106, Sherman, Texas 75091, the receipt and sufficiency of which consideration is hereby acknowledged, has DEDICATED, GRANTED, SOLD AND CONVEYED, and by these presents does DEDICATE, GRANT, SELL AND CONVEY unto Grantee as right of way for public street and utility purposes, including the right of ingress and egress, and regress therein, and easements to construct, maintain, public streets and utilities, or any other public purpose authorized by Local Government Code § 273.1 and deemed necessary by Grantee into and through all that certain real property located in the County of Grayson, State of Texas, being a tract or parcel of land situated in the Elizabeth Jones Survey, Abstract No. 625, containing 2.4512 acres of land, more or less, and being more particularly described in Exhibit "A" attached hereto and for all purposes.

TO HAVE AND TO HOLD the above described property for said public street, utility, and other valid public purpose unto Grantee, its successors and assigns, forever, and Grantor does hereby bind itself, its successors and assigns, to warrant and forever defend, all and singular, the said premises unto Grantee, its successors and assigns, against every person whomsoever lawfully claiming or to claim the same or any part thereof.

SIGNED and effective this _____ day of _____, 2017.

ATTEST:

GRANTEE:
CITY OF SHERMAN, TEXAS

BY: _____
DAVID PLYLER, MAYOR

BY: _____
LINDA ASHBY, CITY CLERK

APPROVED AS TO FORM AND CONTENT:

BY: _____
BRANDON SHELBY, CITY ATTORNEY

GRANTOR:

ACTICHEM, L.P.

BY: MICHAEL BISHOP, President

ACKNOWLEDGEMENT

THE STATE OF TEXAS

§

§

KNOW ALL MEN BY THESE PRESENTS:

COUNTY OF _____

§

BEFORE ME, the undersigned authority, on this day personally appeared **MICHAEL BISHOP**, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that she executed the same for the purposes and consideration therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, on this the _____ day of _____, 2017.

NOTARY PUBLIC, STATE OF TEXAS

Notary's commission expires: _____

AFTER RECORDING. RETURN TO

City of Sherman
Office of the City Attorney
P. O. Box 1106
Sherman, TX 75091-1106

RIGHT-OF-WAY DEDICATION

A Portion of a 97.64 Acre Tract
Elizabeth Jones Survey, Abstract No. 625
City of Sherman, Grayson County, Texas

BEING a 2.4512 acre tract of land situated in the Elizabeth Jones Survey, Abstract No. 625, being a part of a 97.64 acre tract of land conveyed to Actichem LP by Special Warranty Deed, recorded in Volume 3880, Page 138 of the Deed Records of Grayson County, Texas (D.R.G.C.T.), said tract of land being more particularly described by metes and bounds as follows:

COMMENCING at a 1/2-inch capped iron rod stamped "4709" found in the northwest right-of-way line of F.M. Highway No. 1417 (variable width R.O.W.), said iron being the southwest corner of said Actichem LP tract, same being the southeast corner of Northgate Business Park, Phase One, an addition to the City of Sherman, recorded in Volume 16, Page 166 of the Plat Records, Grayson County, Texas (P.R.G.C.T.);

THENCE N 09°51'22" W, departing the northwest line of said F.M. Highway No. 1417 and along the common East line of said Northgate Business Park, Phase One and the West line of said Actichem LP tract, passing at a distance of 1580.21 feet the northeast corner of said Northgate Business Park, Phase One, same being the southeast corner of Northgate Business Park, Phase Two, an addition to the City of Sherman, recorded in Volume 22, Page 90 (P.R.G.C.T.), passing at a distance of 2518.71 feet the northeast corner of said Northgate Business Park, Phase Two, same being the southeast corner of a tract of land conveyed to Sherman Economic Development Corporation by Special Warranty Deed with Vendor's Lien, recorded in Volume 2660, Page 656 (D.R.G.C.T.), continuing for a total distance of 3646.40 feet to the northeast corner of said Sherman Economic Development Corporation tract, said corner being in the southeast line of a tract of land conveyed to SSCGC Holdings LLC by Special Warranty Deed, recorded in Volume 5232, Page 220 (D.R.G.C.T.), same being the northwest corner of said Actichem LP tract;

THENCE N 73°39'59" E, along the common southeast line of said SSCGC Holdings LLC tract and the northwest line of said Actichem tract, a distance of 102.15 feet to a 5/8-inch steel rebar with yellow plastic cap stamped "BDD" set for the POINT OF BEGINNING;

THENCE N 73°39'59" E, continuing along the aforementioned common line, a distance of 296.17 feet to a 5/8-inch steel rebar with yellow plastic cap stamped "BDD" set for corner at the beginning of a non-tangent curve to the right;

THENCE along said non-tangent curve to the right and departing the southeast line of said SSCGC Holdings LLC tract, through a central angle of 34°31'08", having an arc length of 333.17 feet, a radius of 553.00 feet and a chord bearing and distance of S 56°41'27" E, 328.15 feet to a 5/8-inch steel rebar with yellow plastic cap stamped "BDD" set for corner;

THENCE S 39°25'53" E, a distance of 610.36 feet to a 5/8-inch steel rebar with yellow plastic cap stamped "BDD" set for corner at the beginning of a tangent curve to the left;

Line Table		
Line #	Direction	Length
L1	N73°39'59"E	102.15
L2	N73°39'59"E	296.17
L3	S14°32'10"E	110.32

Curve Table					
Curve #	Length	Radius	Delta	Chord Direction	Chord Length
C1	333.17	553.00	034°31'08"	S56°41'27"E	328.15
C2	181.47	467.00	022°15'50"	S50°33'48"E	180.33
C3	290.13	553.00	030°03'35"	N54°27'40"W	286.81
C4	545.30	467.00	066°54'08"	N72°52'56"W	514.84

 BROCKETTE · DAVIS · DRAKE, Inc.
consulting engineers

Civil & Structural Engineering Surveying
4144 North Central Expressway, Suite 1100 Dallas, Texas 75204
(214)824-3647, fax (214) 824-7064

BASIS OF BEARING:

Bearings are based upon the Texas State Plane Coordinate System, North American Datum of 1983 (NAD83), North Central Zone 4202.

AUGUST, 2016

SHEET 1 OF 3

C16035

RIGHT-OF-WAY DEDICATION

A Portion of a 97.64 Acre Tract
Elizabeth Jones Survey, Abstract No. 625
City of Sherman, Grayson County, Texas

THENCE along said tangent curve to the left, through a central angle of $22^{\circ}15'50''$, having an arc length of 181.47 feet, a radius of 467.00 feet and a chord bearing and distance of $S\ 50^{\circ}33'48''\ E$, 180.33 feet to a 5/8-inch steel rebar with yellow plastic cap stamped "BDD" set for corner in the West line of a tract of land conveyed to Heritage Development Partners by Special Warranty Deed, recorded in Volume 5676, Page 216 and Volume 5676, Page 224 (D.R.G.C.T.);

THENCE $S\ 14^{\circ}32'10''\ E$, along the common West line of said Heritage Development Partners tract and the East line of said Actichem LP tract, a distance of 110.32 feet to a 5/8-inch steel rebar with yellow plastic cap stamped "BDD" set for corner at the beginning of a non-tangent curve to the right;

THENCE along said non-tangent curve to the right and departing the West line of said Heritage Development Partners tract, through a central angle $30^{\circ}03'35''$, having an arc length of 290.13 feet, a radius of 553.00 feet and a chord bearing and distance of $N\ 54^{\circ}27'40''\ W$, 286.81 feet to a 5/8-inch steel rebar with yellow plastic cap stamped "BDD" set for corner;

THENCE $N\ 39^{\circ}25'53''\ W$, a distance of 610.36 feet to a 5/8-inch steel rebar with yellow plastic cap stamped "BDD" set for corner at the beginning of a tangent curve to the left;

THENCE along said tangent curve to the left, through a central angle of $66^{\circ}54'08''$, having an arc length of 545.30, a radius of 467.00 feet and a chord bearing and distance of $N\ 72^{\circ}52'56''\ W$, 514.84 feet to the POINT OF BEGINNING, containing 106,774 square feet or 2.4512 acres of land, more or less.



BROCKETTE · DAVIS · DRAKE , Inc.
consulting engineers

Civil & Structural Engineering Surveying
4144 North Central Expressway, Suite 1100 Dallas, Texas 75204
(214)824-3647, fax (214) 824-7064

BASIS OF BEARING:

Bearings are based upon the Texas State Plane Coordinate System,
North American Datum of 1983 (NAD83), North Central Zone 4202.

AUGUST, 2016

SHEET 2 OF 3

C16035

RIGHT-OF-WAY DEDICATION

A Portion of a 97.64 Acre Tract
Elizabeth Jones Survey, Abstract No. 625
City of Sherman, Grayson County, Texas



GRAPHIC SCALE
0 125' 250'
SCALE: 1" = 250'

SSCGC HOLDINGS
VOL. 5232, PG. 220
D.R.G.C.T.

IPF IN CONC.
(C.M.)

T.P.&L. CO. ESMT.
VOL. 4660, PG. 270
D.R.G.C.T.

OH — OH — OH —
T.P.&L. CO. ESMT.
VOL. 4660, PG. 270
D.R.G.C.T.

P.O.B.
L1 CIRS L2 CIRS RRSF IN CONC

RIGHT-OF-WAY
DEDICATION
106,774 SQ. FT.
2.4512 ACRES

ACTICHEM LP
VOL. 3880, PG. 138
D.R.G.C.T.

ELIZABETH JONES SURVEY
ABSTRACT NO. 625

LEGEND

CIRF capped iron rod found
RRSF railroad spike found
IPF iron pipe found
CIRS "BDD" capped iron rod set
C.M. controlling monument
R.O.W. right-of-way
VOL., PG. Volume, Page
P.O.C. Point of Commencing
P.O.B. Point of Beginning
P.R.G.C.T. Plat Records, Grayson County, Texas
D.R.G.C.T. Deed Records, Grayson County, Texas

SHERMAN ECONOMIC
DEVELOPMENT CORP.
VOL. 2660, PG. 656
D.R.G.C.T.

N 09°51'22"W - 3646.40'

NORTHGATE BUSINESS
PARK, PHASE TWO
VOL. 22, PG. 90
P.R.G.C.T.

NORTHGATE BUSINESS
PARK, PHASE ONE
VOL. 16, PG. 166
P.R.G.C.T.



PRESTON KITCHEN SURVEY
ABSTRACT NO. 667

HERITAGE DEVELOPMENT
PARTNERS
VOL. 5676, PG. 216
VOL. 5676, PG. 224
D.R.G.C.T.

DRAINAGE &
UTILITY ESMT.
VOL. 3842, PG. 51
D.R.G.C.T.

SHERMAN CROSSROADS LTD.
VOL. 5054, PG. 925
D.R.G.C.T.

(C.M.)
1/2" "4709" CIRF

P.O.C.

(C.M.)
1/2" CIRF

1/2" CIRF

F.M. HIGHWAY NO. 1417
(VARIABLE WIDTH R.O.W.)

BROCKETTE · DAVIS · DRAKE, Inc.
consulting engineers

Civil & Structural Engineering Surveying
4144 North Central Expressway, Suite 1100 Dallas, Texas 75204
(214)824-3647, fax (214) 824-7064

BASIS OF BEARING:

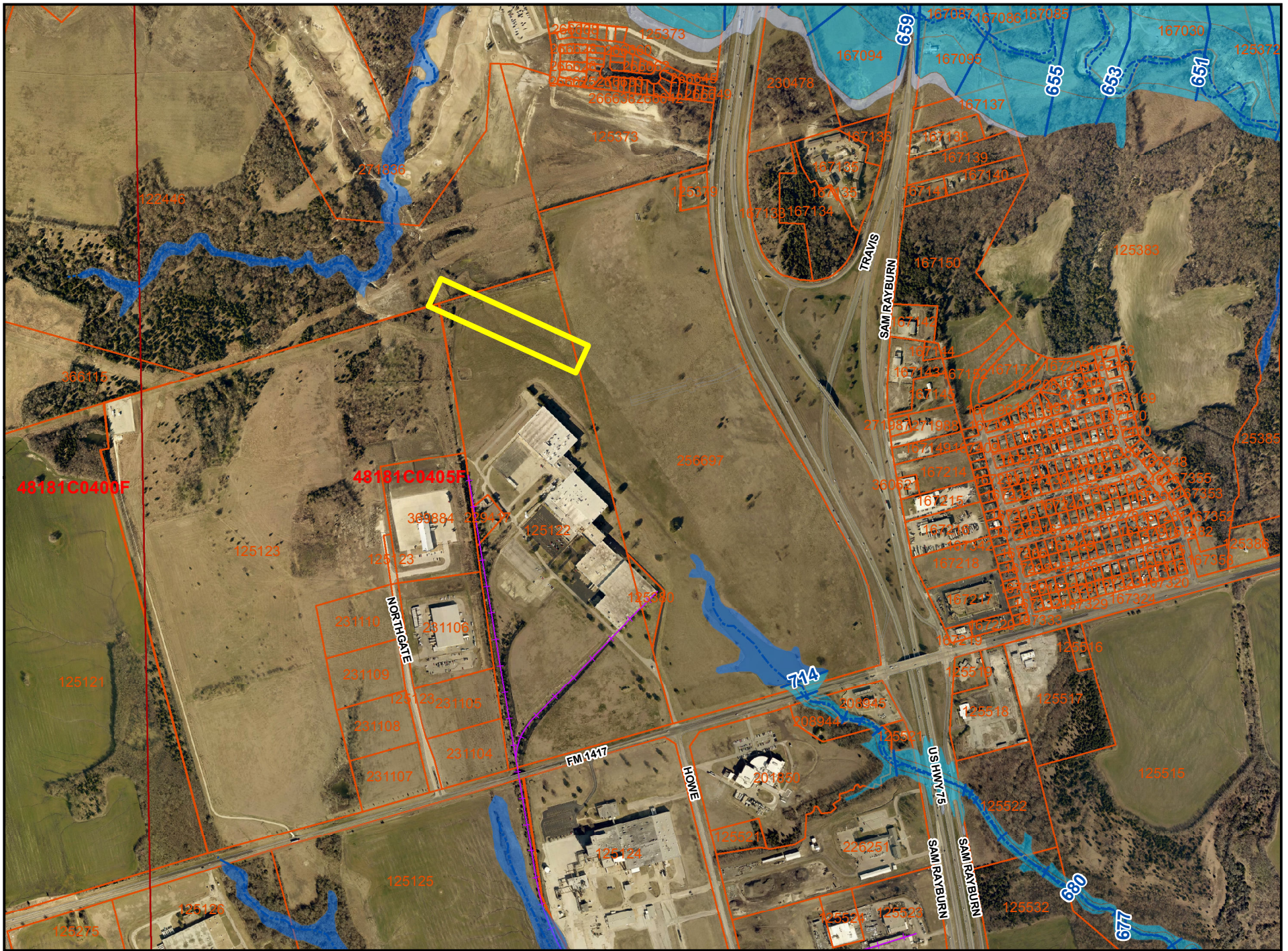
Bearings are based upon the Texas State Plane Coordinate System,
North American Datum of 1983 (NAD83), North Central Zone 4202.

AUGUST, 2016

SHEET 3 OF 3

C16035

Actichem, LP Property



1 inch = 1,000 feet



SHERMAN CITY COUNCIL

Agenda Communication Form

City Council Regular Meeting

Agenda Item No. C. 5.

Meeting Date: 02/20/2017

Prepared By: Nate Strauch, Community & Support Services Manager

Approved By: Robby Hefton, City Manager

Caption:

RESOLUTION NO. 6192

Authorizing Execution of an Agreement with Nancy Spiller Sims d/b/a Texoma Neon Co. under the City of Sherman's Central Business District Historic Building Restoration and Improvement Grant Program for Improvements to 214 East Houston Street

Issue:

An agreement with Nancy Spiller Sims d/b/a Texoma Neon Co. for a Building Restoration and Improvement Grant for improvements to a historically significant, Central Business District property at 214 East Houston Street

Background:

The City Council has allocated \$25,000.00 of the Hotel-Motel Occupancy Tax revenues for the 2016-2017 fiscal year for a Building Restoration and Improvement Grant Program, designed to stimulate substantial, visible, and permanent improvements to historically significant commercial buildings and to spur interest in vacant and underutilized buildings of historical value, in the Central Business District. Grants under the program are awarded at the City Council's sole discretion, in the maximum amount of \$25,000.00 per project.

As part of Project Jumpstart the Heart, the \$25,000.00 allocation was increased to \$33,000.00, using reserves from over-performance in the fund, to reflect the unused balance from the prior budget year. A budget amendment will be made towards the end of the fiscal year to reflect this change in funding levels.

In all cases, applicants are required to provide matching funds, such that for every \$4.00 spent, \$1.00 reimbursement would be made, not to exceed the \$25,000.00 limit. Each grant is packaged as a forgivable loan with a lien placed on the property. The lien is released at the end of five years provided that, for the duration, the business remains open, operative, and free of graffiti and blight; taxes are kept current, and the property remains in compliance with all Development Services Department and Fire Department work orders. Projects must begin within 90 days of permit approval and be completed within twelve months.

This application is the second received in fiscal year 2017 and the twelfth received under the program. The project is to restore the historic structure established in approximately 1900 and located at 214 East Houston Street in Downtown Sherman. The project will restore and renovate the interior and exterior of the 3,200 square foot structure and convert it to additional lease space for office professional and/or retail space. The expected qualified costs for the proposed renovation work are approximately \$73,248.00. Although up to \$18,312.00 would be reimbursable under the grant program, only about \$8,000 remains in the program for this year.

Origination:

Grant Applicant

Nancy Spiller Sims d/b/a Texoma Neon, Property Owner

Financial Consideration:

The 2016-2017 Hotel-Motel Tax Fund contains an allocation of \$25,000.00 for this incentive program for the Central Business District; however, \$24,679.00 in grant monies have already been allocated to Los Hermanos Partnership, LLC for renovations to 100 North Travis Street, leaving a balance available under the current budget of \$321.00. Factoring in the increase from Project Jumpstart the Heart program, the amount available to grant is \$8,321.00.

Staff Recommendation:

As the application meets the requirements of the program, it is recommended that the City Council consider an award to Nancy Spiller Sims d/b/a Texoma Neon Co, in the amount of \$8,321.00.

Alternatives:

As directed by Council

Attachments

Resolution No. 6192

Agreement

Grant Program Guidelines and Policies

Grant Application

Estimates

Current Photo and Design Renderings

Gift Deed

Property Tax Receipt

Financial Information

Aerial Location Map

RESOLUTION NO. 6192

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS, AUTHORIZING EXECUTION OF AN AGREEMENT WITH NANCY SPILLER SIMS D/B/A TEXOMA NEON CO. UNDER THE CITY OF SHERMAN'S CENTRAL BUSINESS DISTRICT HISTORIC BUILDING RESTORATION AND IMPROVEMENT GRANT PROGRAM FOR IMPROVEMENTS TO 214 EAST HOUSTON STREET; FINDING AND DETERMINING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED WAS NOTICED AND IS OPEN TO THE PUBLIC AS REQUIRED BY LAW.

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

SECTION 1. That the City Manager be and is hereby authorized and directed, subject to all contract documents being properly completed and approved as to form and content by the City Attorney, to execute an agreement with Nancy Spiller Sims d/b/a Texoma Neon Co. for improvements to 214 East Houston Street under the City of Sherman's Central Business District Historic Building Restoration and Improvement Grant Program, 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 _____, 2017.

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



**CITY OF SHERMAN
CENTRAL BUSINESS DISTRICT HISTORIC
BUILDING RESTORATION AND IMPROVEMENT GRANT PROGRAM**

AGREEMENT

THIS AGREEMENT is made and entered into on this the ____ day of _____, 2017, by and between the City of Sherman, a municipal corporation of the State of Texas, hereinafter referred to as “City”, and Nancy Spiller Sims d/b/a Texoma Neon Co., hereinafter referred to as “Applicant(s).”

WITNESSETH THAT, in consideration of the mutual promises and undertaking herein for the purpose of carrying out the restoration of a downtown property, thereby benefiting both the Applicants and the City;

THEREFORE, the Applicants and the City certify and agree to the terms and conditions as set forth below:

**I.
TERMS OF AGREEMENT**

1. **Ownership and Grant Program.** The Applicants represent and presented documentation that they are the owners of or tenants in good standing of a certain property located at 214 East Houston Street in the City of Sherman, Grayson County, Texas, hereinafter referred to as “Property,” lying within an area where the City is conducting a Central Business District Historic Building Restoration and Improvement Grant Program as described in the Program’s “Guidelines and Policies,” a copy of which has been provided to the Applicants and is attached hereto as Exhibit “A” and made a part of this Agreement for all purposes, a copy of which has been provided to the Applicants.
2. **Property Description and Eligibility.** The Property is of commercial, retail, service, professional and/or office use, and Applicants’ proposed improvements to the Property listed in the Central Business District Historic Building Restoration and Improvement Grant Program Application are eligible improvements as described in the Program’s Guidelines and Policies. Applicants state that all of the information contained in the application is truthful and discloses sufficient information so as not to be misleading. The submitted application is attached hereto as Exhibit “B” and incorporated into this Agreement for all purposes.
3. **Compliance with Codes.** All improvements to be undertaken will be consistent with all applicable Zoning and Building Codes.

4. **City Approval for Work.** Only the work that is agreed to by the City and the Applicants, which will be outlined in a formal written notice to proceed to be provided to the Applicants by the City upon Application approval, will be eligible for reimbursement. Any changes to the project that are not approved by the City in writing will not be eligible for reimbursement. Any work that is begun by the Applicants prior to receiving a written notice to proceed from the City will not be eligible for reimbursement.
5. **Rebate/Reimbursement.** The City will rebate a portion of the cost of eligible building improvements as described in the Program Guidelines. Reimbursement claims for all eligible expenses for completed improvements must be accompanied by the following supporting documents: applicable planning and building permits, canceled checks and paid invoices/receipts for eligible work.
6. **Lien.** Upon completion of the work, the City shall record a conditional lien on the property in the full amount of the City's monetary grant to Applicants and the Applicants consent to such lien. The lien shall remain in effect until the terms and conditions in Exhibit "A" have been fully complied with or the lien in favor of the City has been paid in full.
7. **Display of Sign.** After the work has been completed, Applicants shall display a sign or banner (provided by the City) indicating participation in the Central Business District Historic Building Restoration and Improvement Grant Program. The sign shall be displayed either on the exterior or in the front window of the building for a period of thirty (30) days.
8. **City Access to Building.** Applicants agree to allow the City or its agents access to buildings and improvements, when convenient for all parties, for inspection of the Central Business District Historic Building Restoration and Improvement Grant Program work.
9. **Work Payment and Personnel.** In accordance with the terms of this Agreement, the Applicants shall hire all personnel and pay for all labor, materials, tools, transportation, services, City licenses and permits necessary to perform or cause to have performed, and all work as specified in the Application. Applicants are aware of Labor Code Section 3700, which requires worker's compensation insurance or self insurance for employees.
10. **Time Period for Work.** Upon the signing of this Agreement, the Applicants shall have a period of ninety (90) days in which to take out a building permit. Work shall commence within ninety (90) days of the approval date of the building permit and be completed within twelve (12) months thereafter. Extensions, if warranted, may be granted at the discretion of the City. No change to work without the written consent of both the City and Applicants will be permitted.
11. **Notice and Compliance with Laws.** The Applicants shall give all notices required and comply with all applicable laws, ordinances and codes and shall, at their expense, secure and pay all said fees and charges for the performance of the work.

12. **No City Liability.** Applicants understand and agree that the City and their officers, agents, and employees, shall have no responsibility or liability of any failure or inadequacy of performance or defective workmanship or materials in regard to the agreed-upon improvements.
13. **Proper Use of Hotel/Motel Tax Revenues.** Applicants acknowledge that they are aware that the money being provided to them through this agreement comes from the City's Hotel/Motel Tax revenues; and Applicants further acknowledge and agree that they have independently determined that the project contemplated by this agreement and the submitted application complies with the State law regarding the use and application of such money, as set forth in the Texas Tax Code at Chapter 351, Section 351.101 and, in particular, that the project will enhance and promote tourism by attracting visitors from outside the City and the project will enhance the historical restoration, rehabilitation, or preservation of a historic structure. Applicants further acknowledge and agree that, if the project is determined at any time not to comply with Chapter 351 of the Texas Tax Code, any and all money acquired from the City by Applicants for this project shall be immediately and fully reimbursed to the City.

II. GENERAL TERMS

Assignment of Agreement

No assignment by a party hereto of any rights under or interests in the Agreement will be binding on another party hereto without the written consent of the party sought to be bound and, unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement.

INDEMNIFICATION

Applicants shall indemnify, release, defend and hold City, their officers, employees and agents, harmless from all claims, losses, liabilities, damages, suits, actions or proceedings by any person including Applicants, their employees and agents from personal injury, death or property damage from any cause whatsoever in whole or in part arising out of this Agreement or the activities completed hereunder by this indemnification shall not include the sole negligence or willful misconduct of City, their officers, employees or agents.

Successors and Assigns

City and Applicants each bind themselves, their partners, successors, assigns, and legal representatives to the other parties hereto, their partners, successors, assigns, and legal representatives in respect to all covenants, agreements, and obligations contained in this Agreement.

Severability and Conflict

Any provision or part of the Agreement held to be void or unenforceable under any Law or Regulation shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon City and the Applicants, who agree that the Agreement shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

Captions

Section or other headings contained in this Agreement are for reference purposes only and shall not affect in any way the meaning or interpretation of this Agreement.

Choice of Law: Venue

This Agreement, the entire relationship of the parties, and any litigation between the parties (whether grounded in contract, tort, statute, law or equity) shall be governed by, construed in accordance with, and interpreted pursuant to the laws of the State of Texas, without giving effect to its choice of laws principles. This Agreement is wholly performable in Grayson County, Texas. Exclusive venue for any litigation between the parties shall be brought in Grayson County, Texas, and shall be brought in the State District Courts of Grayson County, Texas, or in the United States District Court for the Eastern District of Texas. The parties waive any challenge to personal jurisdiction or venue (including without limitation a challenge based on inconvenience) in Grayson County, Texas, and specifically consent to the jurisdiction of the State District Courts of Grayson County, Texas, or in the United States District Court for the Eastern District of Texas, Sherman Division.

Binding Authority

By their signatures below, the individuals represent that they have reviewed this Agreement with their attorney and that the individuals have the express authority to enter into this Agreement.

Entire Agreement

This Agreement embodies the complete agreement of the parties hereto, superseding all oral or written previous and contemporary agreements between the parties and relating to matters in this Agreement, and except as otherwise provided herein cannot be modified without written agreement of both the parties to be attached to and made a part of this Agreement.

IN WITNESS WHEREOF, City and the Applicants have signed this Agreement in duplicate. One counterpart each has been delivered to City and the Applicants. All portions of the Agreement have been signed or identified by City and the Applicants or on their behalf.

EXECUTED on this the _____ day of _____, 2017.

CITY OF SHERMAN, TEXAS:

APPLICANT:
NANCY SIMS
D/B/A TEXOMA NEON CO.

By: _____
Robby Hefton, City Manager

By: _____
Name: Nancy Sims, Property Owner
Address: 214 East Houston Street
Sherman, Texas 75090
Phone: 903.893.2044 or 903.819.5206

ATTEST:

By: _____
Linda Ashby, City Clerk

APPROVED AS TO FORM
AND CONTENT:

By: _____
Brandon S. Shelby, City Attorney



**CITY OF SHERMAN
CENTRAL BUSINESS DISTRICT HISTORIC
BUILDING RESTORATION AND IMPROVEMENT GRANT PROGRAM**

GUIDELINES AND POLICIES

The Building Restoration and Improvement Grant Program is designed to stimulate improvements to existing historically significant buildings in the Central Business District of the City of Sherman, Texas, to promote tourism, to enhance the physical appearance and economic vitality of downtown Sherman, and to promote joint public/private investment to complement ongoing historical revitalization efforts.

Program Objectives and Available Assistance

- To make positive, high-impact visual improvements to historically significant commercial buildings by providing an overall enhanced image for downtown Sherman, thereby attracting visitors to shop, dine, and do business in the Central Business District
- To provide a maximum of \$25,000.00 per project as a matching monetary incentive, a grant packaged as a forgivable loan with a conditional lien placed on the subject property, to the owners of historically significant commercial properties in the Central Business District for high-quality improvements to their properties
- In all cases, for every \$4.00 the applicant invests in the renovation or improvement of the subject property, the City will reimburse \$1.00 of qualified expenditures, up to the maximum grant authorized by the City Council not to exceed \$25,000.00 per project

Eligibility Requirements

- Assistance under this program will be considered subject to the availability of funding.
- Historic buildings within the downtown improvement area (map attached) that are of a commercial, retail, service, or professional use are eligible to participate in the program.
- For mixed-use historic buildings, only the portion of the building that is commercial, retail, service, or professional is eligible.
- The building to be improved must have historical significance either from an architectural point of view or a historical use or event that would tend to attract tourists to the buildings location.

Minimum Guidelines

- Buildings improved with funds from this program must remain open, operative, and free of graffiti and blight for a period of five (5) years from the date of agreement and until the lien is released.
- Tax payments for the subject property shall be up-to-date at the time of application and kept current throughout the five-year grant period.
- Outstanding work orders for the City's Developmental Services Department and/or the City's Fire Department and requests to comply therewith must be addressed prior to grant approval. Any noncompliance or outstanding violations will disqualify the applicant.

- **Grants will be approved at the sole discretion of the City.**
- To be accepted into the program, projects must make a substantial visible improvement to the appearance of the building, at the discretion of City staff. Repainting a building its same colors is considered maintenance, not an improvement.
- Building improvements should maintain the character of the downtown area; and the design drawings must be approved by the City in order to access funding for improvement.
- Improvements to be undertaken shall conform to the City's Codes and any other policies and regulations applying to the subject property.
- **Retroactive applications will not be accepted.** Applicants must consult with City staff before work begins to define a project scope.
- Program funds shall be made available only to projects that enhance and are sensitive to the historical nature of the structure.
- For properties with multiple storefronts, it is recommended that the façade treatment provide a cohesive theme while also allowing for some distinctive design elements to the various businesses, such as signage, exposing transom windows, lighting, flower boxes, murals, etc., to provide better street visibility and promote economic development downtown.
- For corner buildings fronting more than one street, improvements must be made to each frontage if determined necessary by City staff.

Application Prioritization

Funding is limited, and project applications will be prioritized on a first-come, first-served basis.

Eligible Improvements

Eligible improvements must be permanent in nature as determined exclusively by the City of Sherman. All improvements must be consistent with the City of Sherman Master Plan, Zoning Ordinance, Building Regulations, and other applicable laws. Eligible costs include the cost of materials, equipment, and contracted labor to complete eligible improvements, including, but not limited to, the following:

- New commercial or mixed-use construction
- Commercial code compliance renovations
- Permanent commercial interior remodeling improvements
- Permanent commercial site (exterior) improvements
- Compliance with Americans with Disabilities Act (ADA) for commercial properties
- Work necessary to bring the structure up to life-safety code standards
- Installation, repair, and replacement of exit (exterior) doors and hardware
- Repair, replacement, or addition of exterior shutters and awnings/canopies
- Repair, replacement or purchase of signs (when performed as part of an overall façade improvement)
- Repair and replacement or installation of interior and exterior stairs, porches, railings, and exit facilities
- Repair and rebuilding of interior and exterior walls, including cleaning, sealing, tuck pointing and painting
- Repair or replacement of frames, sills, glazing, replacement of glass and installation of new windows
- Installation of permanently affixed landscaping, such as stone or brick planters

- Installation, repair, or replacement of exterior lighting
- Mechanical, including rewiring, replumbing, insulation, mechanical systems/climate control

The City will prioritize projects. Consideration will be given to (1) threats to the survival of the structure, (2) importance of the structure to the overall goals of the program, (3) structural integrity and condition, and (4) cost effectiveness of the proposed work. In determining the grant amount, the City will also consider the time required to complete the project. Applicants are requested to limit their requests to projects that can be completed in a twelve (12) month period.

Ineligible Improvements

- No structural addition that would enlarge the residential (livable) space of the project is to be financed with these funds – nor an area not originally a livable space made livable.
- Residential structures
- Real estate or building purchases
- Furnishings and equipment purchases
- Working capital
- Inventory financing
- Title reports and legal fees
- Professional fees such as architects, engineers, and solicitors
- Labor provided by the Applicant or tenant of the building
- Extermination of insects, rodents, vermin and other pests
- Improvements that do not comply with City of Sherman Master Plan, Zoning Ordinance, Building Regulations, and other applicable laws
- Expenses incurred prior to grant application approval. Improvements cannot be undertaken before grant application approval.

Property Lien

Once the work is completed, the City will record a conditional lien on the property to ensure that the property improved with funds from this program remains open, operative, and free of graffiti and blight for a period of five (5) years from the date of agreement. If the Applicant fails to maintain the funded improvements for the entire five-year period, the City will recover its costs through the lien. If the Applicant satisfactorily fulfills the program requirements, the lien will be released at the end of five (5) years from the date of agreement.

Application Process

Program Application and Agreement forms are available in the City Manager's Office in the Sherman City Hall, 220 West Mulberry Street, Sherman, Texas 75091-1106, telephone (903) 892-7201. The application process is as follows:

- After reviewing the program guidelines, the Applicant will meet with City staff to discuss the desired work to be undertaken. If the proposed work is within the program guidelines, as determined exclusively by City staff, a completed application is submitted to the City. Written bids, sketches, color samples, and material supplies should be included.

- The Applicant is responsible for submitting plans and specifications to the City and obtaining all required planning and building permits, and any other applicable approvals, with the assistance of City staff.
- The Sherman City Council will consider the recommendations made by the City staff and will make its decision in a public meeting. The Council's decision will be made by adopting a resolution, which will authorize the City Manager to enter into a grant agreement with the Applicant.
- With the Council's authorization, the City Manager will cause the necessary documents to be drawn up and will sign the grant agreement.
- Upon approval, the City will send a "Notice to Proceed" to the Applicant. The Applicant may proceed with the planned building improvements pursuant to the approved design and issued permits. All payments for the work should be made by the Applicant and supported by clearly defined invoices outlining eligible work. Work shall commence within ninety (90) days of the approval date of the building permits. Extensions may be granted solely at the discretion of City staff.
- City staff will monitor the ongoing progress during construction to ensure that the work is performed according to the approved application and plans. No changes to work shall be made without the written consent of both the Applicant and the City. Approved "Change in Work" forms will be attached to the original application, dated and signed by the City Manager.
- Deviations from approved plans and specifications may disqualify the Applicant from this grant program.
- Once the work is completed, the City will record a conditional lien, good for five (5) years, on the subject property to be released upon completion of the program requirements.
- Funds will be disbursed upon completion of the project. City staff will conduct a final inspection before the grant funds will be disbursed to the Applicant. A Certificate of Approval will be issued to the Applicant.
- Reimbursement claims for all eligible expenses must be submitted with the following supporting documents.
 - A completed Rebate Claim form supplied by the City of Sherman
 - Any applicable planning and building permits
 - Cancelled checks and paid invoices/receipts for eligible work

After final approval of the improvements, the rebate reimbursement will be processed. Allow thirty (30) days for receipt of the rebate check.

- After the work is completed, Applicant shall display a sign or banner (provided by the City) indicating participation in the City of Sherman Central Business District Historic Building Restoration and Improvement Grant Program. The sign or banner shall be displayed either on the exterior or in the front window of the building for a period of thirty (30) days.

Loan Applications

The loan application requires:

- Information summarizing the project, including complete construction plans and specifications

- The project cost and the amount of other dollars being brought to the project
- Preliminary commitment of private funds
- Specific uses of all funds
- Current financial and/or profit and loss statements
- Amount of grant requested and proposed term being requested
- Current lien/title report on the subject property

All applications must be made on forms provided by the City of Sherman. For further information, please contact:

Robby Hefton
City Manager
City of Sherman

Scott Shadden
Developmental Services Director
City of Sherman

Physical Address:
Sherman City Hall, City Manager's Office
220 West Mulberry Street
Sherman, Texas 75090
or
Mailing Address:
P. O. Box 1106
Sherman, Texas 75091-1106

Physical Address:
Sherman City Hall, Building Inspection
220 West Mulberry Street
Sherman, Texas 75090
or
Mailing Address:
P. O. Box 1106
Sherman, Texas 75091-1106

Telephone: (903) 892-7201
Facsimile: (903) 892-7355
E-Mail: robbyh@ci.sherman.tx.us

Telephone: (903) 892-7333
Facsimile: (903) 892-7274
E-Mail: scotts@ci.sherman.tx.us





**CITY OF SHERMAN
CENTRAL BUSINESS DISTRICT HISTORIC
BUILDING RESTORATION AND IMPROVEMENT GRANT PROGRAM**

Submission Requirements

It is strongly recommended that all Applicants carefully review the “City of Sherman Central Business District Historic Building Restoration and Improvement Grant Program Guidelines and Policies” prior to completing an application.

It is also recommended that Applicants discuss their proposed improvements and any questions regarding the submission requirements with the Developmental Services Department and the City Manager’s Office prior to completing the application form.

Please ensure that the following items have been included in your submission. Failure to provide the necessary documentation will delay the processing of your application.

Application Checklist:

- ☐ Copy of deed included
- ☐ Copy of mortgage (if applicable) included
- ☐ Description of proposed improvements – designs/drawings attached
- ☐ Pictures attached
- ☐ Estimate of costs/quotes or other details
- ☐ Signature of owner/authorized agent
- ☐ Application complete
- ☐ Are improvements in compliance with the City of Sherman Master Plan, Zoning Ordinance, Building Regulations, and other applicable laws?
- ☐ All material, pictures, drawings, newspaper articles, original deeds, etc. that will help identify the building as a historically significant structure through architectural design, building use or events that have taken place in or around it.
- ☐ Architectural and elevation renderings.



CITY OF SHERMAN
City Manager's Office
220 West Mulberry Street
Sherman, Texas 75090
Tele: (903) 892-7201 Fax: (903) 892-7355

FOR OFFICE USE ONLY	
File # _____	
Assessment Role Number _____	Assessed Property Value _____
Property Address _____ _____	
Date Application Received _____	Date Application Completed _____

**CENTRAL BUSINESS DISTRICT HISTORIC
BUILDING RESTORATION AND IMPROVEMENT GRANT PROGRAM**

Application

The information requested below will be used to process your application under the terms and conditions of the City of Sherman's Historic Building Restoration and Improvement Grant (Forgivable Loan) Program.

I. Applicant Information

1. Applicant(s) name: _____
Mailing address: _____
City: _____ State: _____ Zip: _____
2. Applicant's daytime telephone number: _____
Cell # (____) _____ Facsimile # (____) _____
E-mail address: _____
3. Status of applicant (please check one)
☐ Property owner with vacant facility
☐ Property owner with tenant business
☐ Property owner/operator of existing business on property
☐ Property tenant with property owner consent
4. Owner of property is a/an (please check one)
☐ Individual
☐ Partnership (attach copy of Partnership Agreement)
☐ Corporation/profit (attach copy of Articles of Incorporation)
☐ Corporation/nonprofit (attach list of officers and directors)
☐ Trust (attach copy of Trust Agreement)
☐ Other
5. Length of ownership: _____
Date purchased: _____

II. Property Information

1. Address of property to be improved:

2. Legal description of subject property:

3. Tax Assessor Parcel Number(s):

4. Year built:_____ Square footage:_____
5. Is this a National Register building? Yes___ No___ (check one)
Is this a building of known historical significance? Yes___ No___ (check one)
6. What are the current types of businesses occupying the building?

7. Name and phone number of tenant(s), if applicable:_____

(Attach additional names/numbers, if needed)
8. Use of building after construction:_____

9. Number of parking spaces provided:_____ Proposed:_____ Total:_____
10. Current zoning:_____
11. Is a zoning amendment required? Yes___ No___ (check one)
12. Attach architectural and elevation renderings.

III. Project Description

1. Description of Proposed Improvements. Please provide a detailed description of your proposed improvements. Attach a copy of your architectural or design plans. Identify the materials to be used, such as the type of paint or stain (i.e., exterior latex, color, etc.). Include details of new signs or awnings, etc. Provide color photos of the subject property and those adjacent prior to and after the improvements are made.

Please note: Applicants should carefully review the “City of Sherman Central Business District Historic Building Restoration and Improvement Grant Program Guidelines and Policies”, and discuss all proposed improvements with the City of Sherman’s Developmental Services Department prior to completing this application. It is also

recommended that Applicants discuss their proposed improvements and any questions regarding the submission requirements with the Developmental Services Department and the City Manager's Office prior to completing the application form.

Description: _____

☐ **Designs Attached**

☐ **Before Picture(s) Attached**

2. How many jobs will be **retained** once the project is completed? _____
_____ Full-time positions _____ Part-time positions
3. How many **new positions** will result from this project? _____
_____ Full-time positions _____ Part-time positions

IV. Work Estimates

Please attach two (2) independent contractor estimates for each component of the proposed improvement. Please note that grant/forgivable loan funding shall be based on the lowest bid. Eligible costs shall be the cost of materials, equipment, and contracted labor to complete eligible improvements. Professional fees such as architects, engineers, and solicitors are not eligible costs. Labor provided by the Applicant or tenant of the building is not an eligible cost.

1. Name/Company and Phone Number of Preferred Contractor:

Amount: _____
2. Name/Company and Phone Number of Second Contractor:

Amount: _____
3. Additional Estimates/Comments: (Please attach additional quotes, as required)

4. Total estimated costs of your improvements: _____

5. Estimated completion date for your improvements? _____

V. Historic Significance

The City's Program for improving the historic buildings of downtown Sherman is being funded through the City's Hotel/Motel Tax revenues, which require that this money may be spent only on historic buildings that would tend to attract tourists. Many factors may indicate a building's historic significance such as age, architectural design, building use, events or significant people. Some of this may be proved through deeds, pictures, books, newspaper articles and the like. Attach to this application all matters that would prove your claim that this is a historic building.

VI. Signature of Owner/Authorized Agent – Affidavit or Sworn Declaration

I/We, _____, of the City of Sherman, County of Grayson, State of Texas, make oath and say (or solemnly declare) that the information contained in this application is true and that the information contained in the documents that accompany this application in respect of the application is true.

I/We hereby authorize inspections of my/our property to be improved.

I/We acknowledge that any work carried out prior to written confirmation of grant approval may not be eligible.

I/We acknowledge receiving, understanding, and accepting the terms and conditions of the City of Sherman Central Business District Historic Building Restoration and Improvement Grant Program.

Sworn to (or declared before me), _____, a Notary Public in and for the State of Texas, on this the _____ day of _____, 20____.

Applicant

Co-Applicant

Property Owner (if different from Applicant)

Notary Public, State of Texas
My Commission Expires: _____

VII. Consent of the Owner to the Use and Disclosure of Personal Information

I/We, _____,
am the owner of the land that is the subject of this Application and, for the purposes of the
Freedom of Information and Protection of Privacy Act, I/we authorize and consent to the use by
or the disclosure to any person or public body of any personal information that is collected under
the authority of the _____ for the purposes of processing this application.

Date

Signature of Owner(s)

VIII. Authorization for Agent *(complete only if Applicant is not the registered Owner)*

I/We, _____,
the Owner(s) of the subject property, have reviewed and understand the guidelines and policies
for the City of Sherman Central Business District Historic Building Restoration and Improvement
Grant Program, including the requirement of a conditional property lien, and hereby authorize
_____ (Agent) to act on my/our behalf with respect to the
application.

Date

Signature of Owner(s)

Note: Information provided in this application will become part of a public record.

FOR OFFICE USE ONLY (Entire Page)

	Staff Initials	Comments
Ownership Confirmed		
Property Taxes Paid in Full		
Work Order Search (Building)		
Fire Code Conformity		
Master Plan Conformity		
Zoning Conformity		
Building Regulations Conformity		
Copy of Deed Attached		
Copy of Mortgage Attached		
Proof of Historical Significance		
Architectural Renderings		
Elevation Renderings		



**CITY OF SHERMAN
CENTRAL BUSINESS DISTRICT HISTORIC
BUILDING RESTORATION AND IMPROVEMENT GRANT PROGRAM**

AGREEMENT

THIS AGREEMENT is made and entered into on this the _____ day of _____, 20____, by and between the City of Sherman, a municipal corporation of the State of Texas, hereinafter referred to as “City”, and _____, hereinafter referred to as “Applicants.”

WITNESSETH THAT, in consideration of the mutual promises and undertaking herein for the purpose of carrying out the restoration of a downtown property, thereby benefiting both the Applicants and the City;

THEREFORE, the Applicants and the City certify and agree to the terms and conditions as set forth below:

**I.
TERMS OF AGREEMENT**

1. **Ownership and Grant Program.** The Applicants represent and presented documentation that they are the owners of or tenants in good standing of a certain property located at _____ in the City of Sherman, Grayson County, Texas, hereinafter referred to as “Property,” lying within an area where the City is conducting a Central Business District Historic Building Restoration and Improvement Grant Program as described in the Program’s “Guidelines and Policies,” a copy of which has been provided to the Applicants and is attached hereto as Exhibit “A” and made a part of this Agreement for all purposes, a copy of which has been provided to the Applicants.
2. **Property Description and Eligibility.** The Property is of commercial, retail, service, professional and/or office use, and Applicants’ proposed improvements to the Property listed in the Central Business District Historic Building Restoration and Improvement Grant Program Application are eligible improvements as described in the Program’s Guidelines and Policies. Applicants state that all of the information contained in the application is truthful and discloses sufficient information so as not to be misleading. The submitted application is attached hereto as Exhibit “B” and incorporated into this Agreement for all purposes.
3. **Compliance with Codes.** All improvements to be undertaken will be consistent with all applicable Zoning and Building Codes.
4. **City Approval for Work.** Only the work that is agreed to by the City and the Applicants, which will be outlined in a formal written notice to proceed to be provided to the Applicants by the City upon Application approval, will be eligible for reimbursement. Any changes to the project that are not approved by the City in writing will not be eligible for reimbursement. Any work that is

begun by the Applicants prior to receiving a written notice to proceed from the City will not be eligible for reimbursement.

5. **Rebate/Reimbursement.** The City will rebate a portion of the cost of eligible building improvements as described in the Program Guidelines. Reimbursement claims for all eligible expenses for completed improvements must be accompanied by the following supporting documents: applicable planning and building permits, canceled checks and paid invoices/receipts for eligible work.
6. **Lien.** Upon completion of the work, the City shall record a conditional lien on the property in the full amount of the City's monetary grant to Applicants and the Applicants consent to such lien. The lien shall remain in effect until the terms and conditions in Exhibit "A" have been fully complied with or the lien in favor of the City has been paid in full.
7. **Display of Sign.** After the work has been completed, Applicants shall display a sign or banner (provided by the City) indicating participation in the Central Business District Historic Building Restoration and Improvement Grant Program. The sign shall be displayed either on the exterior or in the front window of the building for a period of thirty (30) days.
8. **City Access to Building.** Applicants agree to allow the City or its agents access to buildings and improvements, when convenient for all parties, for inspection of the Central Business District Historic Building Restoration and Improvement Grant Program work.
9. **Work Payment and Personnel.** In accordance with the terms of this Agreement, the Applicants shall hire all personnel and pay for all labor, materials, tools, transportation, services, City licenses and permits necessary to perform or cause to have performed, and all work as specified in the Application. Applicants are aware of Labor Code Section 3700, which requires worker's compensation insurance or self insurance for employees.
10. **Time Period for Work.** Upon the signing of this Agreement, the Applicants shall have a period of ninety (90) days in which to take out a building permit. Work shall commence within sixty (60) days of the approval date of the building permit and be completed within twelve (12) months thereafter. Extensions, if warranted, may be granted at the discretion of the City. No change to work without the written consent of both the City and Applicants will be permitted.
11. **Notice and Compliance with Laws.** The Applicants shall give all notices required and comply with all applicable laws, ordinances and codes and shall, at their expense, secure and pay all said fees and charges for the performance of the work.
12. **No City Liability.** Applicants understand and agree that the City and their officers, agents, and employees, shall have no responsibility or liability of any failure or inadequacy of performance or defective workmanship or materials in regard to the agreed-upon improvements.
13. **Proper Use of Hotel/Motel Tax Revenues.** Applicants acknowledge that they are aware that the money being provided to them through this agreement comes from the City's Hotel/Motel Tax revenues; and Applicants further acknowledge and agree that they have independently determined that the project contemplated by this agreement and the submitted application complies with the State law regarding the use and application of such money, as set forth in the Texas Tax Code at Chapter 351, Section 351.101 and, in particular, that the project will enhance and promote tourism by attracting visitors from outside the City and the project will enhance the

historical restoration, rehabilitation, or preservation of a historic structure. Applicants further acknowledge and agree that, if the project is determined at any time not to comply with Chapter 351 of the Texas Tax Code, any and all money acquired from the City by Applicants for this project shall be immediately and fully reimbursed to the City.

II. GENERAL TERMS

Assignment of Agreement

No assignment by a party hereto of any rights under or interests in the Agreement will be binding on another party hereto without the written consent of the party sought to be bound and, unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement.

INDEMNIFICATION

Applicants shall indemnify, release, defend and hold City, their officers, employees and agents, harmless from all claims, losses, liabilities, damages, suits, actions or proceedings by any person including Applicants, their employees and agents from personal injury, death or property damage from any cause whatsoever in whole or in part arising out of this Agreement or the activities completed hereunder by this indemnification shall not include the sole negligence or willful misconduct of City, their officers, employees or agents.

Successors and Assigns

City and Applicants each bind themselves, their partners, successors, assigns, and legal representatives to the other parties hereto, their partners, successors, assigns, and legal representatives in respect to all covenants, agreements, and obligations contained in this Agreement.

Severability and Conflict

Any provision or part of the Agreement held to be void or unenforceable under any Law or Regulation shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon City and the Applicants, who agree that the Agreement shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

Captions

Section or other headings contained in this Agreement are for reference purposes only and shall not affect in any way the meaning or interpretation of this Agreement.

Choice of Law: Venue

This Agreement, the entire relationship of the parties, and any litigation between the parties (whether grounded in contract, tort, statute, law or equity) shall be governed by, construed in accordance with, and interpreted pursuant to the laws of the State of Texas, without giving effect to its choice of laws principles. This Agreement is wholly performable in Grayson County, Texas.

Exclusive venue for any litigation between the parties shall be brought in Grayson County, Texas, and shall be brought in the State District Courts of Grayson County, Texas, or in the United States District Court for the Eastern District of Texas. The parties waive any challenge to personal jurisdiction or venue (including without limitation a challenge based on inconvenience) in Grayson County, Texas, and specifically consent to the jurisdiction of the State District Courts of Grayson County, Texas, or in the United States District Court for the Eastern District of Texas, Sherman Division.

Binding Authority

By their signatures below, the individuals represent that they have reviewed this Agreement with their attorney and that the individuals have the express authority to enter into this Agreement.

Entire Agreement

This Agreement embodies the complete agreement of the parties hereto, superseding all oral or written previous and contemporary agreements between the parties and relating to matters in this Agreement, and except as otherwise provided herein cannot be modified without written agreement of both the parties to be attached to and made a part of this Agreement.

IN WITNESS WHEREOF, City and the Applicants have signed this Agreement in duplicate. One counterpart each has been delivered to City and the Applicants. All portions of the Agreement have been signed or identified by City and the Applicants or on their behalf.

EXECUTED on this the _____ day of _____, 2____.

CITY OF SHERMAN, TEXAS:

APPLICANTS:

By: _____
Robby Hefton, City Manager

By: _____
Name: _____
Address: _____

Phone: _____

By: _____
Name: _____
Address: _____

Phone: _____

**APPROVED AS TO FORM
AND CONTENT:**

By: _____
**Brandon S. Shelby,
City Attorney**



**CITY OF SHERMAN
CENTRAL BUSINESS DISTRICT HISTORIC
BUILDING RESTORATION AND IMPROVEMENT GRANT PROGRAM**

Rebate Claim Form

Program Participant(s): _____

Project Address: _____

Interior Improvements:

Type:	\$
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
Sub-Total	_____

Exterior Improvements:

Type:	\$
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
Sub-Total	_____

Total Rebate Amount (per Program Guidelines): \$ _____

I/We hereby make a formal claim for reimbursement of the above-indicated expenses incurred in improving the interior and exterior of the subject property under the City of Sherman Central Business District Historic Building Restoration and Improvement Grant Program. I/We certify that the expenses incurred are as listed and have attached invoices marked “paid” and copies of cancelled checks in support of the claim.

Date: _____

Applicant

Applicant



CITY OF SHERMAN
City Manager's Office
220 West Mulberry Street
Sherman, Texas 75090
Tele: (903) 892-7201 Fax: (903) 892-7355

FOR OFFICE USE ONLY

File # _____	
Assessment Role Number _____	Assessed Property Value _____
Property Address _____	
Date Application Received _____	Date Application Completed _____

CENTRAL BUSINESS DISTRICT HISTORIC
BUILDING RESTORATION AND IMPROVEMENT GRANT PROGRAM

Application

The information requested below will be used to process your application under the terms and conditions of the City of Sherman's Historic Building Restoration and Improvement Grant (Forgivable Loan) Program.

I. Applicant Information

- Applicant(s) name: Nancy Sims
Mailing address: 214 E HOUSTON ST
City: SHERMAN State: TX Zip: 75090
- Applicant's daytime telephone number: 903-893-2044
Cell # (903) 819-5206 Facsimile # ()
E-mail address: texoman@hotmai.com
- Status of applicant (please check one)
☐ Property owner with vacant facility
☐ Property owner with tenant business
☒ Property owner/operator of existing business on property
☐ Property tenant with property owner consent
- Owner of property is a/an (please check one)
☒ Individual
☐ Partnership (attach copy of Partnership Agreement)
☐ Corporation/profit (attach copy of Articles of Incorporation)
☐ Corporation/nonprofit (attach list of officers and directors)
☐ Trust (attach copy of Trust Agreement)
☐ Other
- Length of ownership: 27 years
Date purchased: May 31, 1989

II. Property Information

1. Address of property to be improved:
214 E. HOUSTON ST.
2. Legal description of subject property:
OTP Sherman, Block 13, Lot P+2 Yhr 4
to 50x125 6250 SF
3. Tax Assessor Parcel Number(s):
QUICK ID REF R161915
4. Year built: approx 1900 Square footage: 6,250 (lot) 3,200 bldg
5. Is this a National Register building? Yes ☐ No ☒ (check one)
Is this a building of known historical significance? Yes ☒ No ☐ (check one)
6. What are the current types of businesses occupying the building?
TEXOMA NEON
sign & t-shirt shop, operated at this
same location since the late 50s.
7. Name and phone number of tenant(s), if applicable: n/a
(Attach additional names/numbers, if needed)
8. Use of building after construction: SAME BUSINESS, TEXOMA NEON
9. Number of parking spaces provided: 4 Proposed: 4 Total: 4
10. Current zoning: commercial
11. Is a zoning amendment required? Yes ☐ No ☒ (check one)
12. Attach architectural and elevation renderings.

III. Project Description

1. Description of Proposed Improvements. Please provide a detailed description of your proposed improvements. Attach a copy of your architectural or design plans. Identify the materials to be used, such as the type of paint or stain (i.e., exterior latex, color, etc.). Include details of new signs or awnings, etc. Provide color photos of the subject property and those adjacent prior to and after the improvements are made.

Please note: Applicants should carefully review the "City of Sherman Central Business District Historic Building Restoration and Improvement Grant Program Guidelines and Policies", and discuss all proposed improvements with the City of Sherman's Developmental Services Department prior to completing this application. It is also

recommended that Applicants discuss their proposed improvements and any questions regarding the submission requirements with the Developmental Services Department and the City Manager's Office prior to completing the application form

Description

PLEASE SEE attached.

☒ Designs Attached

☒ Before Picture(s) Attached

2. How many jobs will be **retained** once the project is completed? 2

2 Full-time positions _____ Part-time positions

3. How many **new positions** will result from this project? 0

_____ Full-time positions _____ Part-time positions

IV. Work Estimates

Please attach two (2) independent contractor estimates for each component of the proposed improvement. Please note that grant/forgivable loan funding shall be based on the lowest bid. Eligible costs shall be the cost of materials, equipment, and contracted labor to complete eligible improvements. Professional fees such as architects, engineers, and solicitors are not eligible costs. Labor provided by the Applicant or tenant of the building is not an eligible cost.

1. Name/Company and Phone Number of Preferred Contractor: Bluestone Partners LLC 813-1415
4700 N. FM 1417, Sherman TX 75092 (903) 819-533
Amount: \$73,248.00

2. Name/Company and Phone Number of Second Contractor: Montgomery Construction (870) 828-0673
142 Highland Acres Circle, Pottsboro TX
Amount: \$78,500.00

3. Additional Estimates/Comments: (Please attach additional quotes, as required)

4. Total estimated costs of your improvements: _____

5. Estimated completion date for your improvements? _____

V. **Historic Significance**

The City's Program for improving the historic buildings of downtown Sherman is being funded through the City's Hotel/Motel Tax revenues, which require that this money may be spent only on historic buildings that would tend to attract tourists. Many factors may indicate a building's historic significance such as age, architectural design, building use, events or significant people. Some of this may be proved through deeds, pictures, books, newspaper articles and the like. Attach to this application all matters that would prove your claim that this is a historic building.

VI. **Signature of Owner/Authorized Agent – Affidavit or Sworn Declaration**

I/We, Nancy Sims, of the City of Sherman, County of Grayson, State of Texas, make oath and say (or solemnly declare) that the information contained in this application is true and that the information contained in the documents that accompany this application in respect of the application is true.

I/We hereby authorize inspections of my/our property to be improved.

I/We acknowledge that any work carried out prior to written confirmation of grant approval may not be eligible.

I/We acknowledge receiving, understanding, and accepting the terms and conditions of the City of Sherman Central Business District Historic Building Restoration and Improvement Grant Program.

Sworn to (or declared before me), Sheila Ullrich, a Notary Public in and for the State of Texas, on this the 18 day of January, 2017.

Nancy Sims

Applicant

Co-Applicant

Property Owner (if different from Applicant)



Sheila Ullrich
Notary Public, State of Texas
My Commission Expires: 12/18/17

FOR OFFICE USE ONLY (Entire Page)

	Staff Initials	Comments
Ownership Confirmed	_____	_____
Property Taxes Paid in Full	_____	_____
Work Order Search (Building)	_____	_____
Fire Code Conformity	_____	_____
Master Plan Conformity	_____	_____
Zoning Conformity	_____	_____
Building Regulations Conformity	_____	_____
Copy of Deed Attached	_____	_____
Copy of Mortgage Attached	_____	_____
Proof of Historical Significance	_____	_____
Architectural Renderings	_____	_____
Elevation Renderings	_____	_____

My business, Texoma Neon, is located at 214 E. Houston. It is on one of the original entry points into the city from the east. It is still on a state highway and remains as one of the four major streets accessng the Courthouse. Back in the 80's, a historian came to give a slideshow to the first Main Street Board. We saw photos of the downtown area in the early 1900s. I was lucky enough to see properties in my neighborhood. I have tried to maintain the historic look of the original building. Last year we refurbished the large double doors facing the street. These doors were used to allow entry for the new Model A cars to be displayed in the showroom.

My father moved his business, now my business, to this location in the late 1950's. As we know, all buildings require maintenance. Older buildings continually have needed repairs. The request for this grant is to aid in many much needed repairs. We are hoping to: seal and repair existing transom windows, replace one of the exterior doors. replace the old signage, add and improve the interior lighting, paint the exterior trim in historically accurate colors, and repair the roof. If the budget allows I would like to add awnings.

Texoma Neon has been a constant and thriving business for 67 years. I hope the City of Sherman will acknowledge our contribution and approve this grant.

Sincerely,
Nancy Sims

Texoma Neon Specifications:
(See plans for more details)

1. New Roof including drains, parapet wall protection, insulation, gutter
2. New signs on front windows
3. Three new hanging lights viewed through front window over large table
4. Built in planters on front elevation
5. Clean cast stone that is extremely dirty on front elevation
6. Point mortar and clean for a consistent color and to prolong life
7. New entrance door on east side
8. Adjust large custom double doors on west side to secure and prolong life
9. Clean and seal front walk and entrance concrete
10. Paint and seal front elevation to coordinate and resemble historic look
11. Repair and seal existing transom windows
12. Install new awnings over four large windows
13. Securing, cleaning, and painting interior historic ceiling tiles to prolong life

Montgomery Construction

Anthony Montgomery

142 Hiland Acres Circle

Pottsboro, TX 75076

870.828.0673

Anthonymon34@gmail.com

Date: 01/15/2017

Project: Texoma Neon

Submitted to: Nancy Sims

The Riverside Group, Inc. proposes to furnish labor & materials for the above referenced project according to plans submitted by Owner for a total sum of: \$78,500.00

All material is guaranteed to be as specified unless changed or substituted by owner or owner's representative. All work shall be executed in a workmanlike manner in accordance with accepted standard practices. Any alterations or deviations from the contract plans and specifications involving additional or extra costs will be executed only upon written authorization from the Owner or Owner's representative and will become an extra charge to the original contract proposal. We will not be held responsible for materials or labor subject to strikes, accidents, delays, or Acts of God. In any litigation, arbitration or any disputes relating to the proposal, inclusive of all change orders or other modifications to plans and specifications of the above project, or the parties' obligations or performance hereafter, the prevailing party shall recover its attorney fees and any and all related costs, both taxable and non-taxable, from the prevailing party.

Inclusions:

1. New Roof including drains, parapet wall protection, insulation, gutter
2. New signs on front windows
3. Three new hanging lights viewed through front window over large table
4. Built in planters on front elevation
5. Clean cast stone that is extremely dirty on front elevation
6. Point mortar and clean for a consistent color and to prolong life
7. New entrance door on east side
8. Adjust large custom double doors on west side to secure and prolong life
9. Clean and seal front walk and entrance concrete
10. Paint and seal front elevation to coordinate and resemble historic look

11. Repair and seal existing transom windows
12. Install new awnings over four large windows
13. Securing, cleaning, and painting interior historic ceiling tiles to prolong life

Exclusions:

Any permits or bonds

Traffic Control

Unforeseen Conditions

Acceptance of Proposal

THE ABOVE proposed sum, conditions and qualifications are hereby accepted.

Authorized By: _____ Title: _____

Date: _____



BLUESTONE

PARTNERS, LLC

* COST SUMMARY *

PROJECT NAME: Texoma Neon
DATE: January 18th, 2017

PRICE PER SQUARE FOOT: \$22.89
TOTAL LIVING AREA IN SQUARE FEET: 3,200

DESCRIPTION	MATERIALS AMOUNT	SUBCONT AMOUNT	TOTAL AMOUNT	COSTS PER SQ. FOOT
Remodeling Work:				
New Roof including drains, parapet wall protection, insulation, gutter	\$21,100	\$11,700	\$32,800	\$10.25
New signs on front windows	\$800		\$800	\$0.25
Three new hanging lights viewed through front window over large table	\$420	\$1,300	\$1,720	\$0.54
Built in planters on front elevation	\$700	\$1,320	\$2,020	\$0.63
Clean cast stone that is extremely dirty on front elevation		\$1,600	\$1,600	\$0.50
Point mortar and clean for a consistent color and to prolong life		\$1,930	\$1,930	\$0.60
New entrance door on east side	\$1,100	\$720	\$1,820	\$0.57
Adjust large custom double doors on west side to secure and prolong life		\$1,100	\$1,100	\$0.45
Clean and seal front walk and entrance concrete		\$1,450	\$1,450	\$0.49
Paint and seal front elevation to coordinate and resemble historic look		\$1,560	\$1,560	\$0.84
Repair and seal existing transom windows	\$600	\$2,100	\$2,700	\$0.84
Install new awnings over four large windows	\$1,800	\$1,100	\$2,900	\$0.91
Securing, cleaning, and painting interior historic ceiling tiles to prolong life	\$540	\$700	\$1,240	\$0.39
Supervision/Overhead		\$2,700	\$2,700	\$0.84
Rental Equipment		\$1,100	\$1,100	\$0.34
Construction Related Clean Up		\$1,400	\$1,400	\$0.44
COLUMN TOTALS	\$27,060	\$31,780	\$58,840	COL. TOTALS
PROFIT			\$8,826	
TAX			\$5,582	
JOB TOTAL			\$73,248	JOB TOTAL



TEXOMA NEON: CURRENT



TEXOMA NEON: FUTURE



TEXOMA NEON: FUTURE ELEVATION

**TEXOMA NEON
RENOVATION**

214 E. HOUSTON ST.
SHERMAN, TEXAS

DATE
1.20.2017

SHEET
1

SCALE
 $\frac{3}{8}" = 1'$

007081

VOL 2039 PAGE 762

GIFT DEED

THE STATE OF TEXAS
COUNTY OF GRAYSON

KNOW ALL MEN BY THESE PRESENTS:

That we, Wilbur H. Spiller and wife, Essie H. Spiller, for and in consideration of the love and affection which we have and bear unto our daughter, Nancy Sims, whose mailing address is 2509 Cascade, Sherman, Texas, have Given, Granted and Conveyed, and by these presents do Give, Grant and Convey unto the said Nancy Sims the following described property:

All that certain tract or parcel of land situated in the County of Grayson, State of Texas, being a part of Lots Nos. Two (2) and Four (4) in Block No. Thirteen (13) of the Original Town Plat to the City of Sherman, Grayson County, Texas, and described as follows:

BEGINNING at a point in the South line of East Houston Street, said point being 226 feet and two (2) inches North 74 deg. East from the Northwest corner of said Block No. Thirteen (13); and at the Northwest corner of a lot conveyed by Ike Exstein to J. M. Locke by deed recorded in Vol. 292, at Page 150, of the Deed Records of Grayson County, Texas;
THENCE South 74 deg. West 50 feet and two (2) inches, to the center of the East wall of the building located on the property lying immediately West of the herein described property;
THENCE South 16 deg. East 125 feet to the North line of an alley;
THENCE North 74 deg. East 50 feet and two inches, to the Southwest corner of said lot conveyed to J. M. Locke;
THENCE North 16 deg. West 125 feet to the place of beginning, containing 50 feet and two (2) inches by 125 feet of land and being the same property described as "Third Tract" in a deed from Morris Goldstein et al. to Ray Exstein Tillman, dated November 6, 1959, and of record in Vol. 902, at page 502, of the Deed Records of said County;

TO HAVE AND TO HOLD the above described premises, together with all and singular the rights and appurtenances thereto in anywise belonging, unto the said Nancy Sims, as her sole and separate property and estate, and unto her heirs and assigns forever.

WITNESS OUR HANDS this 31st day of May, 1989.

Wilbur H. Spiller
Wilbur H. Spiller

Essie H. Spiller
Essie H. Spiller

007081

GIFT DEED

From

Wilbur H. Spiller et ux

To

Nancy Sims

Dated: May , 1989

FILED FOR RECORD

MAY 31 PM 2:11

ROBERT R. SANFORD
ATTORNEY AT LAW
324 N. CROCKETT
SHERMAN, TEXAS 75090
893-6565

\$.00

STATE OF TEXAS
COUNTY OF GRAYSON
I hereby certify that this instrument was filed on
the date and time stamped hereon by me and was
duly recorded on the 31 day of May, A.D.,
1989, in Vol. 2039, page 762 of the real
property records of Grayson, Texas
Pat Newman
County Clerk, Grayson County, Texas



TAX RECEIPT

Bruce Stidham Tax Assessor-Collector
100 W. Houston, Suite 11
P.O. Box 2107
Sherman, TX 75091-2107
(903) 892-8297 (TAXS)

Receipt Number: **SH-2017-1068322**

Payor: TEXOMA NEON CO ()
214 E HOUSTON ST
SHERMAN TX 75090

Owner: Multiple Owners

Quick Ref ID: P186155
Owner: SIMS NANCY SPILLER (O0006277) - 100%

Property: 6P26480
Legal Description: BUSINESS PERSONAL
PROPERTY TEXOMA NEON CO 214 E
HOUSTON SHERMAN TX SSH

Owner Address: dba TEXOMA NEON CO
214 E HOUSTON ST
SHERMAN, TX 75090

Situs Address: 214 E HOUSTON SHERMAN 75090

Tax Year/Taxing Unit	Taxable Value	Tax Rate	Levy	Tax Paid	Amount Paid
2016					
Grayson County	4,385	0.473719	20.77	20.77	20.77
Grayson College	4,385	0.181300	7.95	7.95	7.95
Sherman City	4,385	0.394300	17.29	17.29	17.29
Sherman School	4,385	1.440000	63.14	63.14	63.14

Total Payment for Property P186155 **109.15**
Remaining Balance Due as of 1/18/2017 **0.00**

Quick Ref ID: R161915
Owner: SIMS NANCY (O0040847) - 100%
Owner Address: 214 E HOUSTON
SHERMAN, TX 75090

Property: S034-2181130
Legal Description: OTP SHERMAN, BLOCK 13, LOT PT 2
THRU 4, 50X125 6250 SF
Situs Address: 214 E HOUSTON SHERMAN

Date Paid: 01/18/2017
Effective Date: 01/18/2017
Station: ginad
Cashier: GinaD

TAX RECEIPT

Receipt Number: **SH-2017-1068322**

Quick Ref ID: R161915 (continued)

Tax Year/Taxing Unit	Taxable Value	Tax Rate	Levy	Tax Paid	Amount Paid
2016					
Grayson County	76,461	0.473719	362.21	362.21	362.21
Grayson College	76,461	0.181300	138.63	138.63	138.63
Sherman City	76,461	0.394300	301.49	301.49	301.49
Sherman School	76,461	1.440000	1,101.03	1,101.03	1,101.03

Total Payment for Property R161915	1,903.36
Remaining Balance Due as of 1/18/2017	0.00

Total Payment Amount	2,012.51
CHECK (Ref # 28232) Tendered	2,012.51
Total Tendered	2,012.51



Date Paid: 01/18/2017
Effective Date: 01/18/2017
Station: ginad
Cashier: GinaD

NANCY SPILLER SIMS dba
TEXOMA NEON
PROFIT & LOSS STATEMENT
As of 11/30/2016

INCOME:

Sales	97,567.00	
Less Refunds/Discounts	0.00	
Cost of Goods	44,871.13	
TOTAL INCOME:		<u>52,695.87</u>

EXPENSES:

ADVERTISEMENT	2,618.83	
INSURANCE	2,713.00	
PROFFESIONAL FEES	650.00	
OFFICE EXPENSE	1,454.00	
REPAIRS & MAINTENANCE	3,567.00	
SUPPLIES	4,018.21	
TAXES & LICENSES	8,649.17	
UTILITIES	6,317.14	
POSTAGE/FREIGHT	271.83	
BANK CHGS	319.84	
DONATIONS	465.00	
MISC EXPENSE	311.26	
MEALS & ENT	421.16	
TOTAL EXPENSE:		<u>31,532.44</u>

NET PROFIT OR LOSS:	<u>21,163.43</u>
----------------------------	-------------------------

End of year & December figures can be supplied
if needed as soon as all tax forms are received.





SHERMAN CITY COUNCIL

Agenda Communication Form

City Council Regular Meeting

Agenda Item No. D. 1.

Meeting Date: 02/20/2017

Prepared By: Clint Philpott, Director of Engineering

Approved By: Robby Hefton, City Manager

Caption:

*** CHANGE ORDER NO. 1**

Downtown Sidewalk Panel Replacement Project; Beezley Development, Inc.; \$9,973.60 Increase

Issue:

To consider approval of a change order and final payment for the Sherman Downtown Sidewalk Improvements Project

Background:

Change Order No. 1 is a final reconciliatory change order to adjust the final project quantities and issue final payment. The change order finalizes the unit quantities for the project.

Origination:

Engineering Department

Financial Consideration:

The change order results in a \$9,973.60 increase in the contract amount, yielding a final contract price of \$58,973.60.

Staff Recommendation:

It is recommended that Change Order No. 1 and final payment for this project be approved.

Alternatives:

As may be directed by the City Council

Attachments

Change Order No. 1 (Final)

Location Map

Change Order

No. 1 (Final)

Date of Issuance: January 1, 2017

Project: Downtown Sidewalk Panel Replacement	Project No.: SDI
Owner: City of Sherman	Date of Contract: September 15, 2016
Contractor: Beezley Development, Inc.	

The Contract Documents are modified as follows upon execution of this Change Order:

Description:

Increase Sidewalk Remove & Replace, Bid Item #1, by 828-SF; \$11.20 (saw cut, R&R existing sidewalk).

Add Trench Drain Install by 1-LS; \$350.00 (install forms and install drain channel grating).

Add Drain grating material by 10-EA @ \$35.00/EA = \$350.00 (12" wide grating, high-heel proof).

Justification:

Adjustment for final quantities added to project and add trench grating on additional sidewalk.

CHANGE IN CONTRACT PRICE:

Original Contract Price:

\$49,000.00

Decrease from previously approved Change Orders No. 0 to No. 0:

\$0

Contract Price prior to this Change Order:

\$49,000.00

Increase of this Change Order:

\$9,973.60

Contract Price incorporating this Change Order:

\$58,973.60

CHANGE IN CONTRACT TIMES:

Original Contract Times:

Substantial completion days: N/A

Substantial completion date: February 6, 2017

Increase from previously approved Change Orders

No. 0 to No. 0:

Substantial completion days: 0

Substantial completion date: February 6, 2017

Contract Times prior to this Change Order:

Substantial completion days: 0

Substantial completion date: February 6, 2017

Increase of this Change Order:

Substantial completion days: N/A

Substantial completion date: February 6, 2017

Contract Times with all approved Change Orders:

Substantial completion days: NA

Substantial completion date: February 6, 2017

RECOMMENDED:

By: _____

Engineer (Authorized Signature)

Date: _____

ACCEPTED:

By: _____

Owner (Authorized Signature)

Date: _____

ACCEPTED:

By: _____

Contractor (Authorized Signature)

Date: _____

Project: SHERMAN DOWNTOWN SIDEWALK IMPROVEMENTS
 Owner: CITY OF SHERMAN
 Contractor: BEEZLEY DEVELOPMENT INC
 Invoice No. **Pay Request #4 (Final) with Change Order #1 (Final)**
 Est. Period: 12-1-16 thru 12-31-16

Item	Description	Unit	Quantity	Unit Price	Total Price	Previously installed	Installed per this invoice	Total Done	Current Amount	TTL Amount
EXCAVATION										
1	CHANGE ORDER Sidewalk - Removal and Replacement	SF	4,375.0	\$ 11.20	\$ 49,000.00	4375	828	5203	\$ 9,273.60	\$ 58,273.60
2	TRENCH DRAIN ACROSS SIDEWALK / INSTALL	LS	-	\$ 350.00	\$ -	0	1	1	\$ 350.00	\$ 350.00
3	TRENCH DRAIN GRATES / MATERIAL	EA	-	\$ 35.00	\$ -	0	10	10	\$ 350.00	\$ 350.00
				\$ -	\$ -	0		0	\$ -	\$ -
				\$ -	\$ -	0		0	\$ -	\$ -
				\$ -	\$ -	0		0	\$ -	\$ -
				\$ -	\$ -	0		0	\$ -	\$ -
				\$ -	\$ -	0		0	\$ -	\$ -
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				\$ -	\$ -	0		0	\$ -	\$ -
				\$ -	\$ -	0		0	\$ -	\$ -
				\$ -	\$ -	0		0	\$ -	\$ -
TOTAL AS-BID COSTS					\$ 49,000.00	THIS ESTIMATE			\$ 9,973.60	

Requested: Beezely Development

Date: _____

Current

Total

\$9,973.60

\$58,973.60

Less
Retainage \$0.00

\$0.00

Recommended _____
City of Sherman

Date: _____

Stored Mtls.	\$0.00
--------------	--------

\$0.00

Amount Payable on Contract

\$9,973.60

\$58,973.60

Approved _____
City of Sherman

Date: _____

Less	
Payments	\$0.00

\$49,000.00

Other	\$0.00
-------	--------

\$0.00

Due this Estimate **\$9,973.60**

\$9,973.60

Project:	SHERMAN DOWNTOWN SIDEWALK IMPROVEMENTS
Owner:	CITY OF SHERMAN
Contractor	BEEZLEY DEVELOPMENT INC
Invoice No.	CHANGE ORDER
Est. Period	12-1-16 thru 12-31-16

[illegible]

TOTAL	\$ 9,973.60
-------	-------------

Requested: Beezely Development

Date: _____

Current

Total

\$9,973.60

\$9,973.60

Less	
Retainage	\$0.00

\$0.00

Recommended _____
City of Sherman

Date: _____

Stored Mtls.	\$0.00
--------------	--------

\$0.00

Amount Payable on Contract

\$9,973.60

\$9,973.60

Approved _____
City of Sherman

Date:

Less	
Payments	\$0.00

\$0.00

Other	\$0.00
-------	--------

\$0.00

Due this Estimate

\$9,973.60

\$9,973.60

Downtown Sidewalk Improvement Project



1 inch = 150 feet





SHERMAN CITY COUNCIL

Agenda Communication Form

City Council Regular Meeting

Agenda Item No. E. 1.

Meeting Date: 02/20/2017

Prepared By: Clint Philpott, Director of Engineering

Approved By: Robby Hefton, City Manager

Caption:

*** FINAL PAYMENT APPROVAL**

Lynn Vessels Construction, LLC; Meadows Circle Paving; \$12,083.95

Issue:

Final payment to Lynn Vessels Construction, LLC for the Meadows Circle Paving Project in the amount of \$12,083.95.

Background:

The Meadows Circle Paving Project involved the rehabilitation of the City's street that had previously been noted as deteriorated or otherwise in need of rehabilitation. The final payment and retainage due for this project is \$12,083.95.

Origination:

Engineering Department

Financial Consideration:

The final payment of \$12,083.95 will finalize the project costs at \$63,691.70.

Staff Recommendation:

It is recommended the final payment of \$12,083.95 be approved.

Alternatives:

As may be directed by the City Council

Attachments

Contractor's Application for Payment No. 2

Location Map

Contractor's Application for Payment No. 2 (Two) Final

Application Period: 12/01/16-12/20/16		Application Date: 12/20/2016
To (Owner): City of Sherman	From (Contractor): Lynn Vessels Construction, LLC	Via (Engineer):
Project: Meadows Circle Paving	Contract:	
Owner's Contract No.: 2016-08	Contractor's Project No.: 252	Engineer's Project No.: 2980

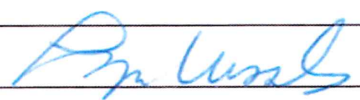
Application For Payment Change Order Summary

Approved Change Orders		
Number	Additions	Deductions
1		-\$242,454.39
2	\$6,349.75	
TOTALS	\$6,349.75	-\$242,454.39
NET CHANGE BY CHANGE ORDERS	-\$236,104.64	

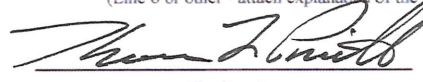
1. ORIGINAL CONTRACT PRICE..... \$ \$299,796.34
2. Net change by Change Orders..... \$ -\$236,104.64
3. Current Contract Price (Line 1 ± 2)..... \$ \$63,691.70
4. TOTAL COMPLETED AND STORED TO DATE
(Column F on Progress Estimate)..... \$ \$63,691.70
5. RETAINAGE:
 - a. X \$63,691.70 Work Completed..... \$
 - b. X Stored Material..... \$
 - c. Total Retainage (Line 5a + Line 5b)..... \$
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5c)..... \$ \$63,691.70
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application)..... \$ \$51,607.75
8. AMOUNT DUE THIS APPLICATION..... \$ \$12,083.95
9. BALANCE TO FINISH, PLUS RETAINAGE
(Column G on Progress Estimate + Line 5 above)..... \$

Contractor's Certification

The undersigned Contractor certifies that to the best of its knowledge: (1) all previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with Work covered by prior Applications for Payment; (2) title of all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to Owner at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to Owner indemnifying Owner against any such Liens, security interest or encumbrances); and (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

By:  Date: 12/30/2016

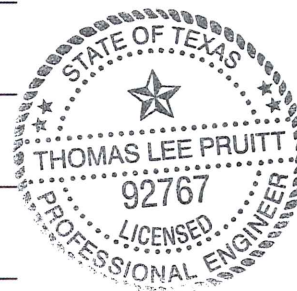
Payment of: \$12,083.95
(Line 8 or other - attach explanation of the other amount)

is recommended by:  2-8-2017
(Engineer) (Date)

Payment of: \$12,083.95
(Line 8 or other - attach explanation of the other amount)

is approved by: _____
(Owner) (Date)

Approved by: _____
Funding Agency (if applicable) (Date)

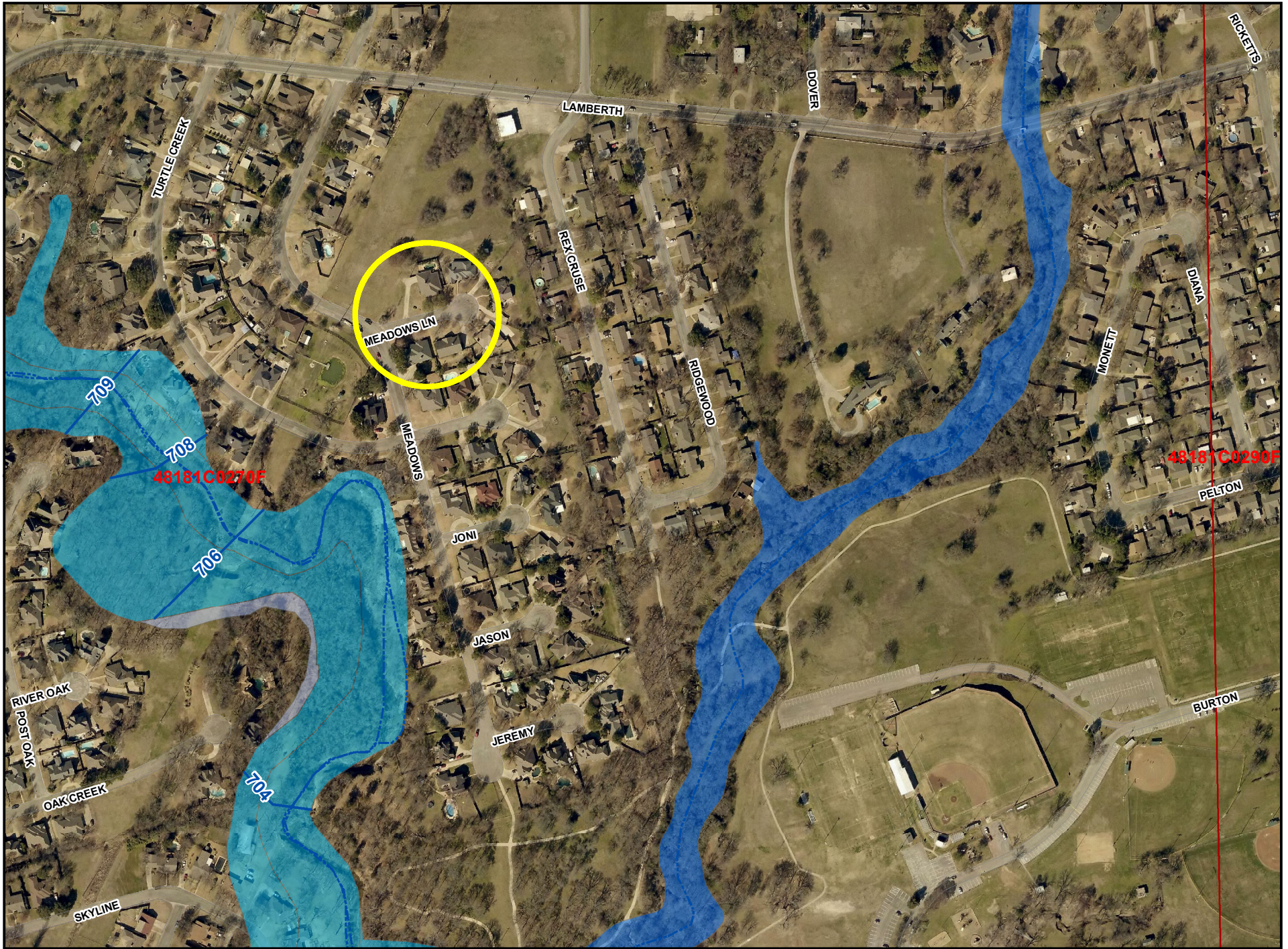


Progress Estimate

Contractor's Application

For (Subcontractor):				Application Number: Final				
Application Period: 12/21/2016 thru 12/31/2016				Application Date: 12/30/2015				
A		B	Work Completed		E	F		G
Item			C	D				
Specification Section No.	Description	Scheduled Value	From Previous Application (C+D)	This Period	Materials Presently Stored (not in C or D)	Total Completed and Stored to Date (C + D + E)	% (E) B	Balance to Finish (B - F)
1	Mobilization	\$7,500.00		\$7,500.00		\$7,500.00	100.0%	
2	Traffic Control Plan	\$10,000.00						\$10,000.00
3	Sidewalk Demo	\$83,325.45						\$83,325.45
4	New Sidewalk Panels	\$143,378.94						\$143,378.94
5	Metal Grate	\$5,750.00						\$5,750.00
1	Site Demo	\$10,425.00		\$10,425.00		\$10,425.00	100.0%	
2	Sitework	\$2,518.75		\$2,518.75		\$2,518.75	100.0%	
3	Concrete Pavement	\$36,898.20		\$36,898.20		\$36,898.20	100.0%	
	Change order 1							
2	Traffic Control Plan	(\$10,000.00)						(\$10,000.00)
3	Sidewalk Demo	(\$83,325.45)						(\$83,325.45)
4	New Sidewalk Panels	(\$143,378.94)						(\$143,378.94)
5	Metal Grate	(\$5,750.00)						(\$5,750.00)
	Change Order #2							
1	Site Demo Add 12 CY X 75.00	\$900.00		\$900.00		\$900.00	100.0%	
2	Site Work Add 4 CY X 81.25	\$325.00		\$325.00		\$325.00	100.0%	
3	Concrete Pavement Add 15 CY X 341.65	\$5,124.75		\$5,124.75		\$5,124.75	100.0%	
Totals		\$63,691.70		\$63,691.70		\$63,691.70		

Meadows Circle



1 inch = 350 feet



SHERMAN CITY COUNCIL

Agenda Communication Form

City Council Regular Meeting

Agenda Item No. F. 1.

Meeting Date: 02/20/2017

Prepared By: Nate Strauch, Community & Support Services Manager

Approved By: Robby Hefton, City Manager

Caption:

OTHER BUSINESS

Consider the Application of Stephen Terrell to Enroll his Business, Print Works! Sherman, into the Sherman Downtown Occupancy Incentive Grant Program

Issue:

An application received under the Sherman Downtown Occupancy Incentive Grant Program

Background:

The Sherman City Council voted unanimously on October 12, 2016, to create a package of new incentive programs for Downtown Sherman. One of those incentives, the Downtown Occupancy Incentive, was created to spur restaurant and retail growth by rewarding business owners for locating their establishments in the Central Business District. The incentive pays up to \$6,250.00 in a lump sum one year after an application is approved to the small business owner, based on their rent or mortgage payments over the course of that year.

Stephen Terrell became the fourth business owner to submit an application. His business, Print Works! Sherman, satisfies the location requirements of this incentive program due to its location downtown; and the business does have an element of retail nature, albeit limited.

Origination:

Sherman Community and Support Services Manager Nate Strauch

Financial Consideration:

Mr. Terrell's rent payments are high enough to qualify for the full stipend of \$6,250.00.

Staff Recommendation:

All applications are approved or denied at Council discretion.

Alternatives:

As may be directed by Council

Attachments

Application Letter dated January 9, 2017

Downtown Occupancy Incentive Program Application

Location Map

To: City of Sherman
Subject: Downtown Grant, New Business
Date: 1/9/17

City of Sherman!

We are so excited to have the opportunity to apply for this *Downtown Occupancy Incentive*.

Print Works, a small business, started out in the dining room of my house. Our success has been because of our hard working team, great local supporters, and passionate customer service.

Print Works had the opportunity to expand to our 3rd location, Sherman, thanks to the support and guidance of both Councilman Couch and Councilman Teeman. These guys were instrumental in us getting the opportunity to come to Sherman and for guiding us to be part of the beautiful downtown area.

We are proud to be part of the downtown Sherman community and showed our excitement at our grand opening and ribbon cutting in November 2016. This downtown new business grant would be a great way for us to boost our business in Sherman and bring local dollars back into circulation.

Thanks for your consideration!
The entire Print Works Team



Stephen A. Terrell
Owner / General Manager



903-739-9757
sales@parisprintworks.com
parisprintworks.com
f i t g+ in You Tube p

Downtown Occupancy Incentive Program Application

Applicant Information

Applicant Name: Print Works of Sherman / Stephen A. Terrell
Mailing Address: 6720 Laman Rd Paris, TX 75462
Contact Number: 903-739-9757
Email Address: Stephen @ parisprintworks.com

Business Information

Business Name: Print Works of Sherman
Business Address: 108 East Houston
Business Type: Restaurant Retail
Ownership Status: Rent Own
Rent/Mortgage Monthly Payment Amount: \$ 1,300.00
On what date did your business open? 11/14/16 Grand opening week
Have you checked to confirm your business is located in the Central
Business District? Yes No

Please attach to this application the following:

- A detailed description of your business, as well as your motivation for starting it / moving it to downtown Sherman.
- A check for \$100 made payable to the City of Sherman. The check will be cancelled if your eligibility is confirmed.

Please return this application to Sherman Communications Manager Nate Strauch via email at nates@ci.sherman.tx.us.





SHERMAN CITY COUNCIL

Agenda Communication Form

City Council Regular Meeting

Agenda Item No. F. 2.

Meeting Date: 02/20/2017

Prepared By: Nate Strauch, Community & Support Services Manager

Approved By: Robby Hefton, City Manager

Caption:

OTHER BUSINESS

Consider the Application of Danny Henderson to Enroll his Business, Downtown Escape Rooms, into the Sherman Downtown Occupancy Incentive Grant Program

Issue:

An application received under the Sherman Downtown Occupancy Incentive Grant Program

Background:

The Sherman City Council voted unanimously on October 12, 2016, to create a package of new incentive programs for Downtown Sherman. One of those incentives, the Downtown Occupancy Incentive, was created to spur restaurant and retail growth by rewarding business owners for locating their establishments in the Central Business District. The incentive pays up to \$6,250.00 in a lump sum one year after an application is approved to the small business owner, based on their rent or mortgage payments over the course of that year.

Danny Henderson became the fifth business owner to submit an application. His business, Downtown Escape Rooms, satisfies the requirements of this incentive program due to its location and nature of operations.

Origination:

Sherman Community and Support Services Manager Nate Strauch

Financial Consideration:

Mr. Henderson's rent payments are high enough to qualify for the full stipend of \$6,250.00.

Staff Recommendation:

All applications are approved or denied at Council discretion.

Alternatives:

As may be directed by Council

Attachments

Downtown Occupancy Incentive Program Application

Location Map

Downtown Occupancy Incentive Program Application

Applicant Information

Applicant Name: Danny & Shary Henderson

Mailing Address: 121 Harli Drive

Contact Number: 903-815-8381\903-815-1495

Email Address: downtownescaperooms@gmail.com

Business Information

Business Name: Downtown Escape Rooms

Business Address: 114 S. Crockett Street

Business Type: Restaurant Retail\Fine Arts Center

Ownership Status: X Rent Own

Rent/Mortgage Monthly Payment Amount: 1250

On what date did your business open? February 24, 2017

Have you checked to confirm your business is located in the Central
Business District? X Yes No

Please attach to this application the following:

- A detailed description of your business, as well as your motivation for starting it / moving it to downtown Sherman.
- A check for \$100 made payable to the City of Sherman. The check will be cancelled if your eligibility is confirmed.

Please return this application to Sherman Communications Manager Nate Strauch via email at nates@ci.sherman.tx.us.

Downtown Occupancy Incentive Program Application

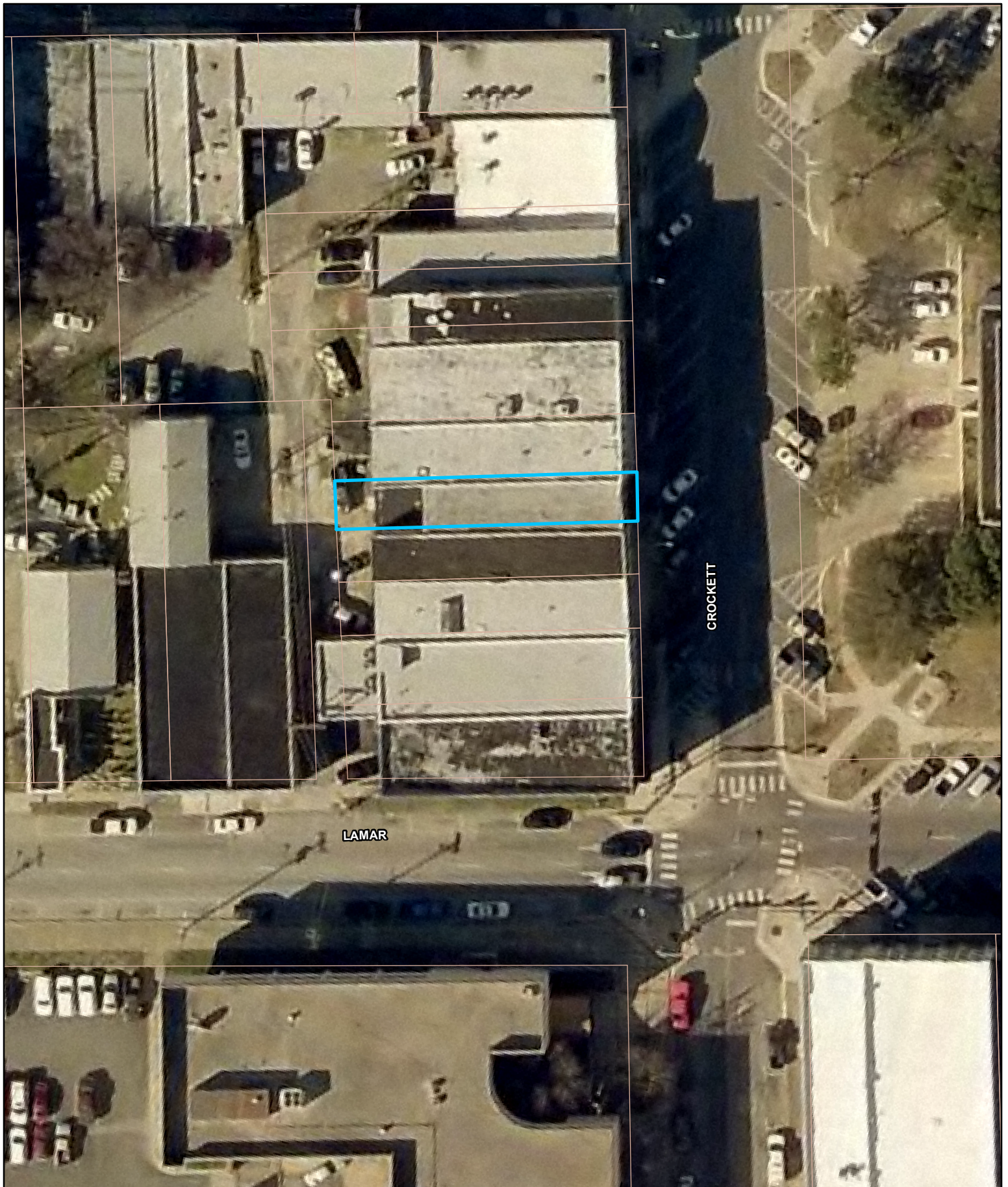
Downtown Escape Rooms is a family-owned business. We have put a theme together for a room entitled “The Cabin” that includes locked boxes, puzzles, and clues that you and your family, friends, or co-workers work together to solve and “ESCAPE” the room before your 60 minutes are up. Groups of 2 to 8 people can participate. No one is truly locked in a room. They can leave at any time if needed.

We will open our business on February 24th with only one room ready to “Escape” from. Another themed room will be ready to open shortly thereafter.

We are excited to bring Downtown Escape Rooms to the Downtown Sherman area. We live in Trenton and our shopping, medical, dentist, and entertainment needs are met by driving to Sherman. It only seemed fitting to bring our business to the place we visit often. After meeting with several people in the downtown area, it was an easy choice to locate our business here. Everyone has been so helpful and welcoming.

Danny & Shary Henderson

Downtown Escape Rooms





SHERMAN CITY COUNCIL

Agenda Communication Form

City Council Regular Meeting

Agenda Item No. F. 3.

Meeting Date: 02/20/2017

Prepared By: Nate Strauch, Community & Support Services Manager

Approved By: Robby Hefton, City Manager

Caption:

OTHER BUSINESS

Consider Request of Grayson Honors College and the Grayson County Law Enforcement Association to Temporarily Close Certain Streets for the "Beat the Heat 5K Run/Walk" on Saturday, April 29, 2017

Issue:

The Grayson Honors College and the Grayson County Law Enforcement Association (GCLEA) will host their 4th Annual "Beat the Heat 5K Run/Walk" benefiting the GCLEA bereavement fund, the GCLEA scholarship fund, and the Grayson College Deputy Chad Key Memorial Scholarship on Saturday, April 29, 2017, and are 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 4th annual "Beat the Heat 5K Run/Walk", but the first time the event will be hosted in Sherman. This year's event will begin at 8:30 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 7:00 a.m. to 10:00 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.

Origination:

Brandy Fair Ed.D, Coordinator, Grayson Honors College

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 Letter for Beat the Heat 5K Run/Walk

5K Run Route

Special Event Application



To Whom it May Concern,

My name is Dr. Brandy Fair and I am the coordinator for the Grayson Honors College on campus. The goal of the Grayson Honors College is to better serve the educational needs of academically talented and highly motivated students at the College. The program encourages the participation of the broadest possible range of gifted students.

This Spring semester, the students and I will host our 4th annual 5k walk/run in collaboration with the Grayson County Law Enforcement Association (GCLEA). The event (Beat the Heat 5k Run/Walk) will be Saturday April 29th at 8:30 a.m. Proceeds earned will remain local, going to the GCLEA bereavement fund, the GCLEA scholarship fund, and the Grayson College Dep. Chad Key Memorial Scholarship.

We are planning to begin the run in front of Piner School. The race will begin on Rusk, left on King St, south on Travis down to Lake St., come back north on Crockett, to King and back to Rusk. I have included a map as well. We would like to have Rusk street, behind Piner, closed from 7-10 a.m. and have requested police assistance at the intersections of Houston and Lamar, as well as down Travis St. Registration and Packet Pick-Up begins at 7 a.m., the race begins at 8:30, and awards/closing at 9:30 a.m. We will provide water and snacks for the runners, but will not be selling concessions.

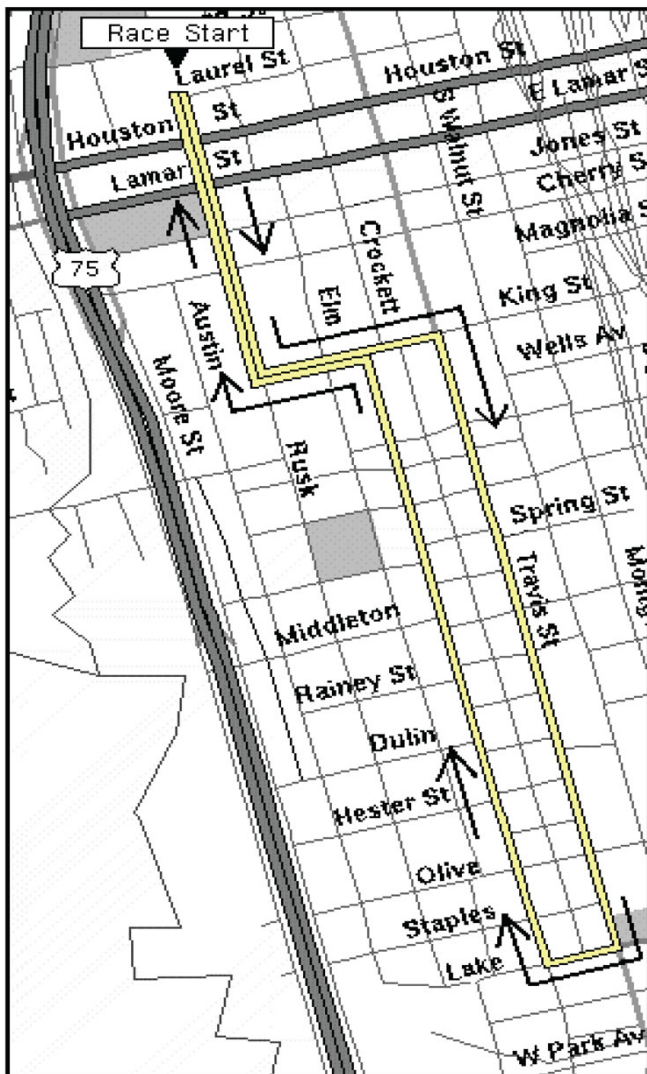
Please contact me with any questions.

Sincerely,

Brandy Fair Ed.D.

Grayson College
Department Chair, Fine Arts
Honors College Coordinator

5K Run Route





Special Event Application

This agreement is between the City of Sherman, hereinafter referred to as City, and an event/event coordinator, hereinafter referred to as event, for the cooperation of planning and operating a Special Event.

City reserves the right to close down or cancel any Event that is in violation of any City Ordinance or deviation from this agreement. The City also reserves the right to close down or cancel the Event if public safety or affected department supervisors deem the event unsafe for public participation.

- Application must be submitted at least 60 days prior to the event date.
- The Event must carry property, bodily injury and municipal liability insurance of \$1,000,000.00 per occurrence. The City of Sherman must be shown as an additional named insured on the insurance declaration. One (1) original copy of insurance must be submitted 30 days prior to event date.
- Alcohol distribution or consumption in any City Park and/or street is prohibited, unless approval is granted by motion and order by the City Council. A special event permit for alcohol on private property in conjunction with a Sherman private club may be permitted with a T.A.B.C license. Certain city-owned properties may allow for the consumption of alcohol.
- Please provide all information pertaining to the event as accurately as possible.

General Event Information

Official Name of Event: Beat the Heat 5k Run/Walk

Type of Event: (i.e. Carnival, Circus, 1 Mile/5 K Run, etc.) 5k

Event Date: 4/29 Event Times: 7-11 am

Alternate Date: _____ Event Times: _____

*Alternate date required in case of weather delays

Location of Event: 402 W Pecan (behind Piner)

Event Contact Name: Brandy Fair

Event Contact Address: 6101 Grayson Dr Denison TX 75020

Event Contact Phone: 903-4163-8734 (c) 903-814-2871

Event Contact Email: fairb@grayson.edu

Alternate Event Contact Name: _____

Alternate Event Contact Address: _____

Alternate Event Contact Phone: _____

Alternate Event Contact Email: _____

Event Day Emergency Contact: _____ Phone: _____

Event Day Emergency Contact: _____ Phone: _____

Estimated # of Participants: 200 Spectators: 50

Is Event Private or Open to the Public? _____ Private Event ☒ Public Event

Description of Event

Include background/history of this event or type of event and a timeline of event. Maps and site plans are required; site plans should include location of concessions, port-a-lets and dumpsters; description of routes to be used, severe weather emergency plan, etc. Clean-up deposit may be required.

This is our 4th annual event but first for hosting in Sherman.
We expect a larger number of participants so need the additional
space. Route included on map. It is the same. Sk
route used by the Sherman Arts Fest

Public Services

Will event take place at a public park/facility? _____ Yes ☒ No

If yes, which park/facility? _____

*Park and/or facility reservation(s) required prior to completing this application.

Will you need any public street closures? ~~Yes~~ ☒ No

If Yes, which streets? Not closed but marked for runners
at intersections stopped by police for runners to cross.

*Closure of TxDOT controlled streets will need prior approval by TxDOT.

*Police and Fire vehicles must have access through street closures if the need arises.

Street closure time: _____ Time closure removed: _____

*Barricades will be provided by the City for the listed street closures. Fees may be required for additional barricade requests.

Where are the parking areas located: (Include on site plan) by the municipal
building & football stadium

Does your event require special/additional support? (Fee may be required)

☒ Police (crowd control, traffic control, etc.) If yes, contact Jarena Capps, Police Department, 903-892-7397	☐ Fire Department (EMT Support, etc.) If yes, contact Chief Jones, Fire Department, 903-892-7263
☐ Other (provide detail)	

If any special/additional support is checked above it is the responsibility of the event coordinator to contact the person listed above, prior to approval. If no contact is made by the event coordinator, the approval process for your special event will cease.

Number of trash containers and size requested over and above the current level: _____

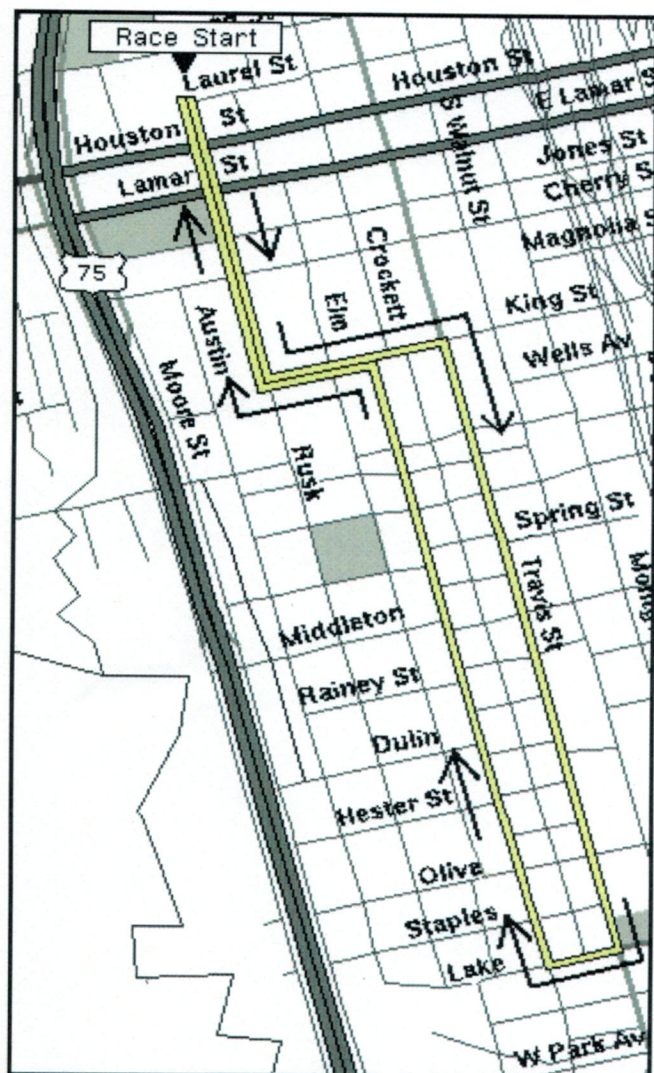
Access to Power for power/restrooms

*Per city ordinance, all solid waste services must be provided by the city. Additional fees are possible for solid waste services.

Location

Same as the Sherman Arts Fest Route (starts behind Piner/402. W Pecan)

5K Run Route



Concessions

Will food concessions be present at the event? ____ Yes

☒ No

Name, Address & Phone Number for Food Vendors: _____

*All food vendors are required to have the appropriate permits required by the city or the county.

Fire Prevention

Will you have any tents at the event? ____ Yes

☒ No

Will any tents be over 200sq. ft.? ____ Yes ____ No

*No smoking signs and 5lb. ABC extinguishers are required in all tents over 200sq. ft.

Will any tents be enclosed? ____ Yes ____ No

*A permit (\$50.00 fee) must be obtained from the Developmental Services Department for enclosed tents.

*A flame certificate for the tent and a site plan showing the setback from the property lines will be required to obtain this permit.

Will you have bounce houses? ____ Yes

☒ No

Number: _____

Will you have other air supported structures? ____ Yes

☒ No

Will there be fireworks? ____ Yes

☒ No

Will there be any temporary structures built or placed on site? ____ Yes

☒ No

If Yes, describe: _____

Miscellaneous

Will you need the use of city water and/or electricity? ☒ Yes

☒ No

*Additional fees will apply to the usage of city utilities

Where will restroom facilities be located? Pier

*Depending on accessibility of restroom facilities, city may require portable toilets to be used

Will there be music or any other use of a loudspeaker? ☒ Yes ☐ No

Hot 107.3 radio station will be broadcasting/playing music
If Yes, please fill out the following:

Type of loudspeakers: PA How many: 2

Type of Amplifiers: 2 speakers on stands How many: 2

Type of electrical devices: _____ How many: _____

Date and time loudspeakers/amplifiers/electrical devices will be in use: _____

*Loudspeakers/Amplifiers/Electrical Devices cannot be used during the hours of 9pm to 8am

Will you have any animals at the event? _____ Yes ☒ No

If yes, are any prohibited/regulated animals? _____

*All pet owners must abide by Grayson County leash law

Public Information

Describe signage that will be used for the event, to include placement of signs: _____

Banners for event, placed near starting gate

Any of signage remaining will be held by volunteers

Describe how you will notify residents affected by the event either living on the route/course or nearby. website, Facebook, news/media stories prior

*Proof of notification may be required

Overnight Accommodation Needs

Will event produce overnight stays in Sherman hotels, motels or bed and breakfasts? If so, how many rooms potentially? NO

* The Sherman Chamber of Commerce is available for assistance with hotel information and accommodation needs for the event.

Agreement:

Initial  I hereby attest that the information contained in this application is true and correct. I understand that this is only an application and not a guarantee that a permit will be issued. If a permit is issued, I agree that: (1) if any of the information contained in this application is found to be false: or (2) should my conduct, or the conduct of any participants or guests, not adhere to the Special Event Policies and Procedures: or (3) should any applicable city, county, state or federal rules, regulations, codes or laws be violated, any permit issued shall automatically become null and void and any activity associated with this permit will immediately cease.

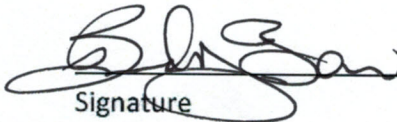
Initial _____ Applicant agrees to assume the defense of and indemnify and save harmless the City, its council members, boards, commissions, officers, employees and agents, from all suits, actions, damages or claims to which the City may be subjected of any kind or nature whatsoever resulting from, caused by, arising out of or as a consequence of such temporary street closure and the activities permitted in connection therewith. The city may require, as a condition of issuance of a permit, that the applicant obtain insurance to serve this end, in such an amount and with such terms as the City determines to be appropriate under the circumstances. This shall be a continuing release and shall remain in effect until revoked in writing.

Initial  In case of emergency or for reasons beyond the City's control, the City reserves the right to cancel the permit prior to scheduled use without liability. Refunds will be made if cancellation by the City is necessary.

Initial  Alcohol must be confined to private property. Alcohol consumed on Public property is a violation of city Ordinance and is prohibited.

Signature:

I the undersigned representative have read the policies and procedures with reference to this application. The information contained herein is complete and accurate.


Signature

Date

For Office Use Only

DEPARTMENT APPROVALS

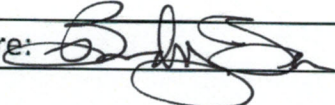
DEPARTMENT	DATE	SIGNATURE
City Council Approval		
Fire Department		
Police Department		
Public Works Department		
Solid Waste & Recycling Department		
Parks & Recreation Department		



Special Event Date Request Form

Name of Event:	Beat the Heat 5k Run/Walk
Type of Event (i.e. Carnival, Circus, Festival, 1 Mile/5 K Run, etc.):	5k
Location of Event:	402 W. Pecan (behind Piner)
Date of Event:	4/29/17
Event Contact Name:	Brandy Fair
Event Contact Address:	16101 Grayson Dr. Denison TX 75020
Event Contact Phone:	903-463-8734 (C) 903-814-2871
Event Contact Email:	fairb@grayson.edu

Completion and approval of the Special Event Date Request Form does not guarantee event approval. The Community and Support Services Department must receive the completed Special Event Application 60 days prior to the event date. If the application is not received the date will be released 60 days prior to the event.

Requester Signature: 	Date:
--	-------

*Office Use Only	
Date Request Received:	
Event Date Hold Approved: YES NO	
If NO, reason:	
Date 60 Days Prior to the Event Date:	
Date Special Event Application Received:	
Requested Event Date Released: YES NO Date:	
Community and Support Services Department Signature:	



Hosted by: Grayson Honors College and the Grayson County Law Enforcement Association (GCLEA)

When: April 29th (5k race begins at 8:30 a.m.)

Where: 402 W. Pecan (start/finish line is behind Piner school)

How Much: \$25 individually or \$20 each for a 5-person team

Proceeds: Monies raised will go to the GCLEA bereavement fund, the GCLEA scholarship fund, and the Grayson College Deputy Chad Key Memorial Scholarship.

Register at: www.getmeregistered.com and search for Beat the Heat

Follow us at: <https://www.facebook.com/GraysonCollege5K/>

Contact Dr. Brandy Fair at fairb@grayson.edu or (903) 463-8734 for more information.



Hosted by: Grayson Honors College and the Grayson County Law Enforcement Association (GCLEA)

When: April 29th (5k race begins at 8:30 a.m.)

Where: 402 W. Pecan (start/finish line is behind Piner school)

How Much: \$25 individually or \$20 each for a 5-person team

Proceeds: Monies raised will go to the GCLEA bereavement fund, the GCLEA scholarship fund, and the Grayson College Deputy Chad Key Memorial Scholarship.

Register at: www.getmeregistered.com and search for Beat the Heat

Follow us at: <https://www.facebook.com/GraysonCollege5K/>

Contact Dr. Brandy Fair at fairb@grayson.edu or (903) 463-8734 for more information.



SHERMAN CITY COUNCIL

Agenda Communication Form

City Council Regular Meeting

Agenda Item No. F. 4.

Meeting Date: 02/20/2017

Prepared By: Nate Strauch, Community & Support Services Manager

Approved By: Robby Hefton, City Manager

Caption:

OTHER BUSINESS

Consider Request of the Sherman Main Street Advisory Committee to Temporarily Close Certain Streets for "Christmas in July" on Saturday, July 8, 2017

Issue:

The Sherman Main Street Advisory Committee is requesting to temporarily close Travis Street (between Lamar Street and Houston Street) and Crockett Street (between Lamar Street and Houston Street) on Saturday, July 8, 2017, from 7:00 a.m. to 2:00 p.m. for "Christmas in July".

This is the fifth year the event will be held in Sherman, and the first year it will be sponsored by the Sherman Main Street Advisory Committee. Downtown Sherman NOW had previously hosted this event, with participation increasing each year. Downtown Sherman NOW approached the Sherman Main Street Advisory Committee about taking over planning for the event for 2017, which the Committee asked Main Street Manager Sarah McRae to pursue.

The event includes businesses and non-profits providing activities for children. The children are allowed to go to each activity at their own pace. The Police Department participates with officers handing out stickers. The Fire Department opens up Central Fire Station to allow children to view fire equipment. The Sherman Main Street Advisory Committee is planning to add additional activities this year, including a water slide.

Background:

The hope is for "Christmas in July" to become one of four downtown events held each year by the Sherman Main Street Advisory Committee.

Origination:

Community & Support Services Manager Nate Strauch

Financial Consideration:

Barricades and cones would be provided by the City of Sherman Street Department. Solid waste receptacles would be provided by the City of Sherman Solid Waste Department. The Sherman Police Department will provide security officers for the event. The Sherman Main Street Advisory Committee understands that emergency vehicle accessibility must be maintained throughout the closed streets at all times.

Staff Recommendation:

It is recommended that the Council authorize the use of City resources to provide barricades, cones, solid waste receptacles, and security support as requested.

Alternatives:

As directed by the Council

Attachments

Request Letter dated January 30, 2017

Location Map



memorandum

DATE: 30 January 2017

TO: Steve Ayers, Director of Public Works

FROM: Sarah McRae, Tourism & Main Street Manager

SUBJECT: Christmas in July

The Sherman Main Street Advisory Board would like city approval to hold an event downtown, Christmas in July. This event was previously organized and held by Downtown Sherman Now, but they have agreed to let Sherman Main Street Advisory Board take on this event.

Christmas in July is set to take place on Saturday, July 8, 2017 from 9:00am-1:00pm. Businesses and non-profits will offer free activities for children, such as, bean bag toss, hopscotch, face-painting, etc. on the courthouse lawn, surrounding the square. Some downtown shops will offer other activities for children at their businesses. We would request for the 100 blocks of South Travis and South Crockett streets to be closed from 7:00am to 2:00pm. We would also like to request the use 10 rolling trash cans & 30 orange traffic cones (delivered to the East side of the courthouse near the trash dumpsters).

If you have any questions, please do not hesitate to contact me.

cc: Zachary Flores, Police Chief
Luigi Doronzo, Traffic Operations Supervisor

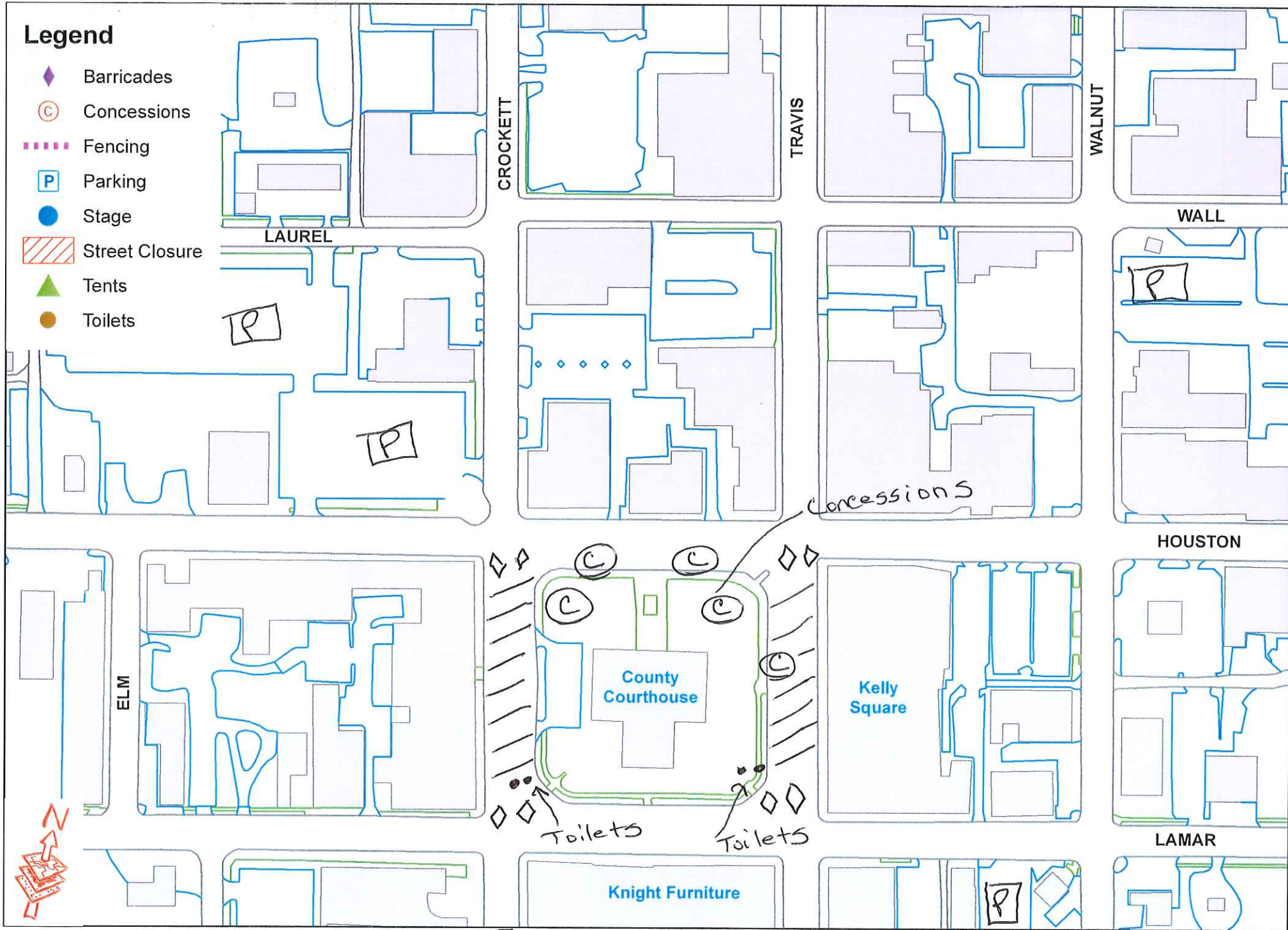
Event
Title

CHRISTMAS IN JULY

JULY 8, 2017

Legend

- ◆ Barricades
- Ⓢ Concessions
- ⋯ Fencing
- Ⓟ Parking
- Stage
- ▨ Street Closure
- ▲ Tents
- Toilets





SHERMAN CITY COUNCIL

Agenda Communication Form

City Council Regular Meeting

Agenda Item No. F. 5.

Meeting Date: 02/20/2017

Prepared By: Mary Lawrence, Director of Finance

Approved By: Robby Hefton, City Manager

Caption:

OTHER BUSINESS

Discuss and Consider Approval of the Budget Calendar for Fiscal Year (FY) 2017-2018

Issue:

Set budget calendar for FY 2017-2018

Background:

Several meetings are necessary to develop the budget for the upcoming fiscal year. There is some flexibility in meeting dates reflected in the proposed budget calendar. Particularly important are the dates for the Budget Planning Meeting and the Budget Workshop. The Budget Planning Meeting will be used to garner Council input on Council initiatives to be included in the budget development process. The Budget Workshop will present a more detailed picture of the City budget and will be used to summarize Council direction for the upcoming year.

Included in this year's budget process will be discussion of the five-year financial and operational projections as has been the practice for the past several years. Although we will only be developing a budget and appropriating funds for FY 2017-2018, this five-year time horizon will reflect the impacts of such things as the capital improvement program, debt service, and projected tax base changes on the City's long-term financial outlook.

Origination:

Robby Hefton, City Manager

Financial Consideration:

None

Staff Recommendation:

The staff recommends that the Council, **by motion and order**, approve the budget calendar as presented and confirm the City Council Chambers as the site for the Budget Planning Meeting and Budget Workshop.

Alternatives:

The City Council could select alternative dates for the meetings, subject to Charter requirements.

Attachments

Proposed Budget Calendar - FY 2017-2018

PROPOSED BUDGET CALENDAR

FISCAL YEAR 2017-2018

Budget Planning Meeting with City Council and Financial Update	April 21, 2017
Budget Workshop*	June 15-16, 2017
Present Draft Budget to Council	August 7, 2017
Introduction and Public Hearing of Budget Ordinance Final Action on Budget Ordinance Introduction and First Public Hearing of Tax Rate Ordinance	August 21, 2017
Second Public Hearing on Tax Rate Ordinance	September 5, 2017
Final Action on Tax Rate Ordinance	September 18, 2017

Notes:

Meeting times to be confirmed after the Budget Calendar is approved.

It is recommended that the Budget Planning Meeting and the Budget Workshop be held in the City Council Chambers.

This is expected to be a one-day Workshop; but an additional day is scheduled as a placeholder in case more time is needed.



SHERMAN CITY COUNCIL

Agenda Communication Form

City Council Regular Meeting

Agenda Item No. I. 1.

Meeting Date: 02/20/2017

Prepared By: Linda Ashby, City Clerk

Approved By: Robby Hefton, City Manager

Caption:

APPOINT/REMOVE OR CONSIDER QUALIFICATIONS TO BOARDS AND COMMISSIONS

(a) Main Street Advisory Committee (3)

Issue:

Ginger Nye has resigned from service on the Main Street Advisory Committee, which leaves a vacancy on this board. Initially three terms were designated as one year terms in order to achieve staggered terms on the board. Therefore, terms for Sherry Little and Felicia Herron expire on March 31, 2017. Ms. Little and Ms. Herron are eligible and do wish to be reappointed. Due to timing, it is recommended that the newly appointed individual be appointed to serve until March 31, 2019, so that position will remain on schedule with the others. We also have applications from Sean Vanderveer, Danielle Bernard, David Tarvin, Ben Crouse, Leigh Ann Klopers, David Gunn, and Sarah Pierce.

Background:

The City Council created the Main Street Advisory Committee by Resolution No. 6063, approved on March 7, 2016. The purpose of the Committee is to encourage participation in the Main Street Downtown Revitalization Program, to establish and evaluate goals and priorities for the Main Street Program, to review design appropriateness for the purpose of participation in the Main Street Low Interest Loan Program and Incentive Grant Projects, to design and coordinate activities coinciding with the Main Street Program, to assist with the Main Street Program Annual Report, and to advise and support the Main Street Manager to further the goals and priorities of the Main Street Program.

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 appointments to the Main Street Advisory Committee.

Alternatives:

The alternative is to delay appointments to the Committee.

Attachments

Roster

Fact Sheet

Ginger Nye Resignation Letter

Applicant List

Sherry Little Reappointment Letter

Felicia Herron Reappointment Letter

Sean Vanderveer Application

Danielle Bernard Application

David Tarvin Application

Ben Crouse Application

David Gunn Application

Leigh Ann Kloppers Application

Sarah Pierce Application

MEMBERSHIP ROSTER

MAIN STREET ADVISORY BOARD

LENGTH OF TERMS: 2 Years

Consecutive Term Limit 3 Terms

MEMBER	DISTRICT	TERM BEGINS	TERM EXPIRES	TERMS	MEMBERSHIP REQUIREMENTS
Sherry Little	n/a	3/22/2016	3/31/2017	1	
Ginger Nye	4	3/22/2016	3/31/2017	1	
Daron Holland	4	3/22/2016	3/31/2018	1	
Verna Gilbert-Morneau	4	3/22/2016	3/31/2018	1	
Felicia Herron	n/a	3/22/2016	3/31/2017	1	
Robin Phillips	4	3/22/2016	3/31/2018	1	
Ex-Officio Members					
Kevin Couch					Council Member
Karen Tooley					DSP&R President

Ex-Officio Members: City Council Member
Downtown Sherman Preservation & Revitalization President

Chair:

Vice Chair:

CITY STAFF:

Revised 1/19/2017

FACT SHEET

MAIN STREET ADVISORY BOARD

Established by RESOLUTION 6063 – MARCH 7, 2016

1. Number of Members: SIX
2. Term of Appointment: 2 YEARS
3. Consecutive Term Rule: THREE TERMS – ORDINANCE 4223 (10/21/91)
4. Qualifications for Membership: PRESERVE AND GROW DOWNTOWN AS A BUSINESS CENTER FOR SHERMAN
- 5.
6. Appointed by: MAYOR AND CITY COUNCIL

7. Board Organization

CHAIRPERSON E VICE CHAIRPERSON SECRETARY E

ELECTED E APPOINTED

8. Departmental Responsibility: DIRECTOR OF COMMUNITY AND SUPPORT SERVICES
9. Meeting Date: NO RULE – AS SET BY BOARD BY-LAWS
10. Attendance Requirements: NO RULE – AS SET BY BOARD BY-LAWS

=====

Ex-Officio Members:

City Council Member

Downtown Sherman Preservation & Revitalization President

PURPOSE:

- Encourage participation in the Sherman Main Street Downtown Revitalization Program
- Establish and evaluate goals and priorities for the Main Street Program
- Review design appropriateness for the purpose of participation in the Main Street Low Interest Loan Program and Incentive Grant Projects
- Design and coordinate activities coinciding with the Main Street Program
- Assist with the Main Street Program Annual Report
- Advise and support the Main Street Manager to further the goals and priorities of the Main Street Program.

RESPONSIBILITIES:

Said Board shall work with the Main Street Manager and other City officials to publicize the Main Street Program and shall recommend projects and activities to include marketing, advertising, promotion, design, organization, economic restructuring as related to the Main Street Program. The Board will also review any commercial construction or reconstruction plans proposed within the Main Street Program Target Area.



January 11, 2016

Robin Phillips
c/o Sarah McRae, Sherman Tourism/Main Street Office
100 N. Travis
Sherman, TX 75090

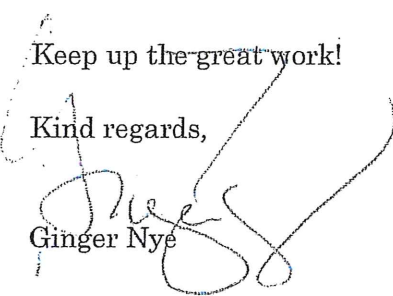
Dear Robin,

I am sad that I must resign my seat on the Main Street Advisory Board due to scheduling conflicts. As the dust begins to settle after the recent bank acquisition, it has become clear to me that I won't be able to be as flexible and will be spending more time in Durant.

I apologize for the inconvenience and for my absence of late. I'm not in the habit of committing to something and then not giving it the attention it deserves. The Board needs advisory members who *are* able to devote the time and energy needed to see the worthy endeavors through to completion. I'll miss spending time with this group of dedicated downtown movers and shakers.

Keep up the great work!

Kind regards,


Ginger Nye



APPLICANT LIST

Main Street Advisory Board

Positions Vacant 3

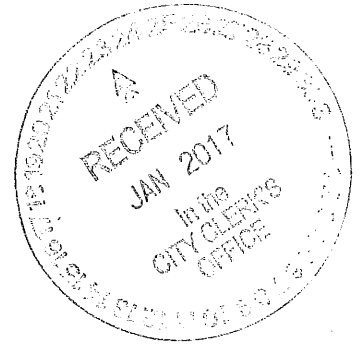
Applicant	Address	District	Qualifications
Sherry Little	203 Eastwood Terrace Denison		Current Member; Wishes to be Reappointed
Felicia Herron	698 W. FM 996 Pottsboro		Current Member; Wishes to be Reappointed
Sean Vanderveer	806 N. Woods	4	Self-Employed
Danielle Bernard	1802 N. Binkley	1	Reclaimed Architectural Elements
David Tarvin	607 Westwood	4	DB Music
Ben Crouse	301 W. Scott	1	CBC Creative
David Gunn	12 Carter Court, Allen, Tx	n/a	Knight Furniture
Leigh Ann Kloppers	1426 N. Alexander	1	Legend Bank
Sarah Pierce	1102 S. Elm	4	Goodwill Industries

COMMENTS:

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

January 19, 2017

Sherry Little
203 Eastwood Terrace
Denison, Texas 75020



RE: Main Street Advisory Board

Dear Ms. Little:

Your term on the Main Street Advisory Board expires on March 1, 2017. You are eligible for reappointment to the Board. Please let me know whether or not you are interested in reappointment to this board by checking the appropriate statement at the bottom of this letter and returning a copy to me at the address below. If you have any questions or need additional information, please don't hesitate to contact me.

Best regards,

Linda Ashby
City Clerk

cc: Steve Ayers, Director of Public Services
Sarah McRae, Tourism/Main Street Manager

☒

I do wish to be considered for reappointment to this board

☐

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

Signature

1-23-2017
Date

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

PUBLIC RECORDS DEPARTMENT

Phone No. (903) 892-7204

Fax No. (903) 892-7394

January 19, 2017

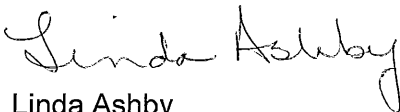
Felicia Herron
698 W. FM 996
Pottsboro, Texas 75076

RE: Main Street Advisory Board

Dear Ms. Herron:

Your term on the Main Street Advisory Board expires on March 1, 2017. You are eligible for reappointment to the Board. Please let me know whether or not you are interested in reappointment to this board by checking the appropriate statement at the bottom of this letter and returning a copy to me at the address below. If you have any questions or need additional information, please don't hesitate to contact me.

Best regards,



Linda Ashby
City Clerk

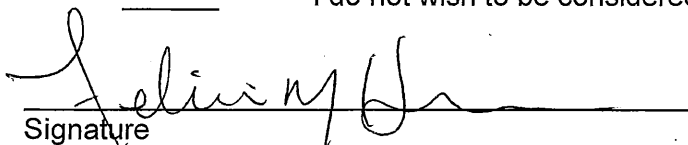
cc: Steve Ayers, Director of Public Services
Sarah McRae, Tourism/Main Street Manager

☒

I do wish to be considered for reappointment to this board

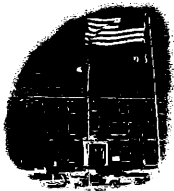
☐

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


Signature

2.15.17
Date

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



CITY OF SHERMAN

APPLICATION FOR BOARD OR COMMISSION MEMBERSHIP

Return completed application to:

City Clerk's Office
220 W. Mulberry
P.O. Box 1106
Sherman, TX 75091
Fax: (903) 892-7394

Please type or use black ink

Please complete one application for each board or commission membership

Please limit attachments to two pages

For questions or additional information, call the City Clerk's Office, (903) 892-7206

Name:

Sean Vanderveer

(Please print legal name and your name as you wish it to appear, if different.)

Name of Board
or Commission:

Main Street

☐ Yes, I would be interested in serving on subcommittees that may be formed.

Personal Information

Home Address: 806 N Woods Sherman 75092
Mailing Address: _____
Telephone: 903 815 5143 Fax: _____
E-Mail: csvanderveer@yahoo.com
Sherman Resident for 39 years County: _____
Drivers License No.: Tx 15689726
Voter Registration No.: 1025147839

Occupational Information

Business Name: Self employed
Occupation: _____
Address: _____
Telephone: _____ Fax: _____
E-Mail: _____

Which Council District do you live in? (see attached map) 4

Prior work experience: (please include dates)

Educational Achievement:

High School Graduate? ☒ Yes ☐ No Year Graduated/Left School? 1995 / Sherman

Business College, Correspondence School, Adult Education, Other? _____

Name of College/University: SOSU ☒ Bachelor's ☒ Master's ☐ PhD

Volunteer Work: (please include dates)

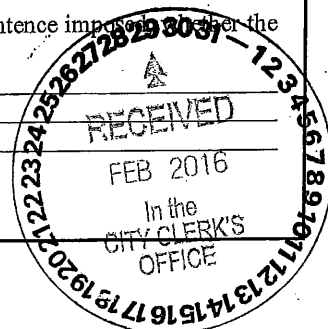
United Way, DSPAR, Church, NTYP

Have you ever been convicted of a crime (except for minor traffic offenses that resulted only in a fine)? ☐ Yes ☒ No

If yes, please explain in complete detail. State the nature and approximate date of the conviction, the sentence imposed, and the date the sentence has been completed, and any other information you consider to be relevant.

Taxes - YES

Application held for 12 months from date received



Are you presently serving on a City board or commission? ☒ Yes ☐ No

If so, which one?

Planning & Zoning

Why do you want to become a member of this particular board or commission (how would you use this experience to benefit the City)?

To see Downtown grow.

Briefly explain what you believe are the three most important issues facing this board or commission and how you believe this board or commission should address each issue?

1) Branding Downtown

2) Revitalization

3) Marketing Downtown

List any abilities, skills, licenses, certificates, specialized training, or interests you have which are applicable to this board or commission:

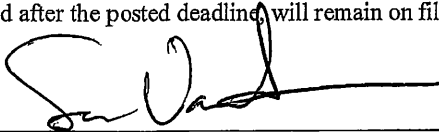
Please specify any business or personal relationships with the City or other activities, which might create a serious conflict of interest or affect your ability to serve if you should be appointed to this board or commission:

Have you attended a meeting of the board/commission you are applying to or talked to anyone currently on the board? ☐ Yes ☒ No
Comments: New Board

Statement of Intent

I am aware of the requirements of the City regarding conflicts of interest of appointees to the City of Sherman Boards and Commissions, as noted in the overview. I am aware of meeting dates and times of the Board/Commission for which I have applied, and that Board/Commission members are expected to attend a minimum of 75 percent of regularly scheduled meetings annually of their Board/Commission. If appointed, I agree to serve on the Board/Commission for which I have applied. Applications, including those received after the posted deadline, will remain on file for one year from the date of receipt.

Signature:

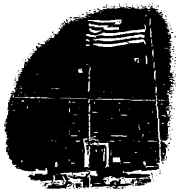


Date:

2/26/16

In compliance with Chapter 552, Vernon's Texas Codes Annotated (Open Records Law), information provided on this application may be available to the public, upon request.

Sherman
CLASSIC TOWN. BROAD HORIZON.



CITY OF SHERMAN

APPLICATION FOR BOARD OR COMMISSION MEMBERSHIP

Return completed application to:

City Clerk's Office
220 W. Mulberry
P.O. Box 1106
Sherman, TX 75091
Fax: (903) 892-7394

Please type or use black ink

Please complete one application for each board or commission membership

Please limit attachments to two pages

For questions or additional information, call the City Clerk's Office, (903) 892-7206

Name:

Danielle Bernard

(Please print legal name and your name as you wish it to appear, if different.)

Name of Board

or Commission:

Main Street

☒ Yes, I would be interested in serving on subcommittees that may be formed.

Personal Information

Home Address: 1802 N. Binkley St.

Mailing Address: _____

Telephone: 774-454-1892 Fax: _____

E-Mail: Reclaimed.A.E@gmail.com

Sherman Resident for 1.5 years County: Grayson

Drivers License No.: 39404004

Voter Registration No.: 1213548289

Occupational Information

Business Name: Reclaimed Architectural Elements

Occupation: Owner

Address: 113 N. Travis St.

Telephone: 903-816-4593 Fax: _____

E-Mail: Reclaimed.A.E@gmail.com

Which Council District do you live in? (see attached map) 1

Prior work experience: (please include dates)

Educational Achievement:

High School Graduate? ☒ Yes ☐ No Year Graduated/Left School? 2004

Business College, Correspondence School, Adult Education, Other? _____

Name of College/University: _____ ☐ Bachelor's ☐ Master's ☐ PhD

Volunteer Work: (please include dates)

PSR + R

Have you ever been convicted of a crime (except for minor traffic offenses that resulted only in a fine)? ☐ Yes ☒ No

If yes, please explain in complete detail. State the nature and approximate date of the conviction, the sentence imposed, when the sentence has been completed, and any other information you consider to be relevant.

Taxes - 0 DUE

Application held for 12 months from date received



Are you presently serving on a City board or commission? ☐ Yes ☒ No

If so, which one? _____

Why do you want to become a member of this particular board or commission (*how would you use this experience to benefit the City*)?

To see Downtown grow

Briefly explain what you believe are the three most important issues facing this board or commission and how you believe this board or commission should address each issue?

1) _____

2) _____

3) _____

List any abilities, skills, licenses, certificates, specialized training, or interests you have which are applicable to this board or commission:

Please specify any business or personal relationships with the City or other activities, which might create a serious conflict of interest or affect your ability to serve if you should be appointed to this board or commission:

Have you attended a meeting of the board/commission you are applying to or talked to anyone currently on the board? ☐ Yes ☒ No
Comments: _____

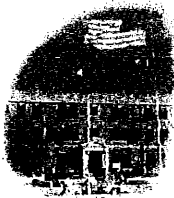
Statement of Intent

I am aware of the requirements of the City regarding conflicts of interest of appointees to the City of Sherman Boards and Commissions, as noted in the overview. I am aware of meeting dates and times of the Board/Commission for which I have applied, and that Board/Commission members are expected to attend a minimum of 75 percent of regularly scheduled meetings annually of their Board/Commission. If appointed, I agree to serve on the Board/Commission for which I have applied. Applications, including those received after the posted deadline, will remain on file for one year from the date of receipt.

Signature: Dan W Date: 2-26-15

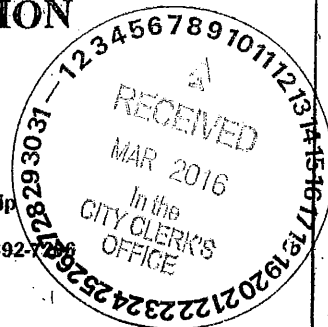
In compliance with Chapter 552, Vernon's Texas Codes Annotated (Open Records Law), information provided on this application may be available to the public, upon request.

Sherman
CLASSIC TOWN. BROAD HORIZON.



CITY OF SHERMAN

APPLICATION FOR BOARD OR COMMISSION MEMBERSHIP



Return completed application to:

City Clerk's Office
220 W. Mulberry
P.O. Box 1106
Sherman, TX 75091
Fax: (903) 892-7394

Please type or use black ink.

Please complete one application for each board or commission membership.

Please limit attachments to two pages.

For questions or additional information, call the City Clerk's Office, (903) 892-7296.

Name:

David Bernard Tarvin

(Please print legal name and your name as you wish it to appear, if different.)

Name of Board

or Commission:

Main Street Advisory Board

☒ Yes, I would be interested in serving on subcommittees that may be formed.

Personal Information

Home Address: 607 Westwood Drive

Mailing Address: Same

Telephone: 903-814-0609 Fax: _____

E-Mail: dtarvin@mac.com

Sherman Resident for 29 years County: Grayson

Drivers License No.: 20916248

Voter Registration No.: 1152467327

Occupational Information

Business Name: DB Music

Occupation: Owner

Address: 328 W. Lamar St. Ste 100

Telephone: 903-891-4104 Fax: 903-891-4105

E-Mail: david@dbsoundandmusic.com

Which Council District do you live in? (see attached map)

District 4 ✓

Prior work experience: (please include dates)

Dude's Music March 2005-2008, DB Music 2009-Current

Parkway Hills Baptist Church 2011-Current

Educational Achievement:

High School Graduate? ☒ Yes ☐ No Year Graduated/Left School? 2005

Business College, Correspondence School, Adult Education, Other? Technical School

Name of College/University: Mediatech Institute ☐ Bachelor's ☐ Master's ☐ PhD

Volunteer Work: (please include dates)

Great Days of Service (Director) June 2014, Sherman DSP&R Board,

Children's Express 2015-16

Have you ever been convicted of a crime (except for minor traffic offenses that resulted only in a fine)? ☐ Yes ☒ No

If yes, please explain in complete detail. State the nature and approximate date of the conviction, the sentence imposed, whether the sentence has been completed, and any other information you consider to be relevant.

Application held for 12 months from date received

TAXES: 0

Are you presently serving on a City board or commission? ☐ Yes ☒ No

If so, which one? _____

Why do you want to become a member of this particular board or commission (how would you use this experience to benefit the City)?

I feel that my insight as a business owner and young adult can provide a point of view necessary for this board to continue the rapid growth Sherman is experiencing

Briefly explain what you believe are the three most important issues facing this board or commission and how you believe this board or commission should address each issue?

1) Sherman is currently experiencing a lot of growth and this board should help our city leaders determine the best ways to not only handle this growth, but plan for the future as well.

2) This advisory board should be focused on helping our cities elected officials determine the best moves this city can make in response to bringing in tourists to visit the many area attractions.

3) The most important issue faced by this board is how can the businesses and individuals that encompass our Downtown area come together to strengthen our main street and therefore help grow our the economic impact our downtown has on our city.

List any abilities, skills, licenses, certificates, specialized training, or interests you have which are applicable to this board or commission:

Photography, Audio Engineering, Retail Experience, Wedding and Special Event Production.

Please specify any business or personal relationships with the City or other activities, which might create a serious conflict of interest or affect your ability to serve if you should be appointed to this board or commission:

My company provides Audio/Visual support for most major city functions. We regularly work with Parks Rec., Tourism, and the staff at the Municipal Building

Have you attended a meeting of the board/commission you are applying to or talked to anyone currently on the board? ☐ Yes ☒ No

Comments: _____

Statement of Intent

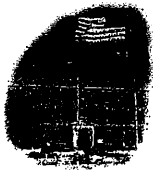
I am aware of the requirements of the City regarding conflicts of interest of appointees to the City of Sherman Boards and Commissions, as noted in the overview. I am aware of meeting dates and times of the Board/Commission for which I have applied, and that Board/Commission members are expected to attend a minimum of 75 percent of regularly scheduled meetings annually of their Board/Commission. If appointed, I agree to serve on the Board/Commission for which I have applied. Applications, including those received after the posted deadline, will remain on file for one year from the date of receipt.

Signature: _____

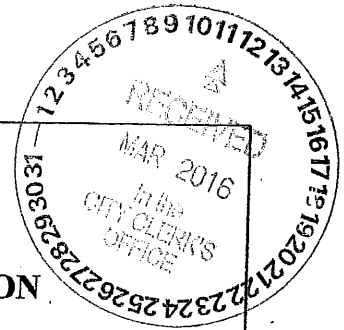
Date: 3/7/16

In compliance with Chapter 552, Vernon's Texas Codes Annotated (Open Records Law), information provided on this application may be available to the public, upon request.

Sherman
CLASSIC TOWN. BROAD HORIZON.



CITY OF SHERMAN APPLICATION FOR BOARD OR COMMISSION MEMBERSHIP



Return completed application to:

City Clerk's Office
220 W. Mulberry
P.O. Box 1106
Sherman, TX 75091
Fax: (903) 892-7394

Please type or use black ink

Please complete one application for each board or commission membership

Please limit attachments to two pages

For questions or additional information, call the City Clerk's Office, (903) 892-7206

Name: Ben Crouse

(Please print legal name and your name as you wish it to appear, if different.)

Name of Board

or Commission: Main Street Board

☐ Yes, I would be interested in serving on subcommittees that may be formed.

Personal Information

Home Address: 301 W. Scott St.

Mailing Address: 301 W. Scott St.

Telephone: 903-271-3104 Fax: _____

E-Mail: bencrouse1@gmail.com

Sherman Resident for 26 years County: Grayson

Drivers License No.: 23030034

Voter Registration No.: 1148706256

Occupational Information

Business Name: CBC Creative

Occupation: CFO

Address: 100 N. Travis St. Suite 205

Telephone: 877-932-6373 Fax: _____

E-Mail: ben@cbccreative.com

✓ Which Council District do you live in? (see attached map) 1

Prior work experience: (please include dates)

Owner of Quick Sign Company - 2011-2014

owner of CBC Creative - 2014-present

Educational Achievement:

High School Graduate? ☒ Yes ☐ No Year Graduated/Left School? Graduated 2008

Business College, Correspondence School, Adult Education, Other? _____

Name of College/University: _____

☐ Bachelor's ☐ Master's ☐ PhD

Volunteer Work: (please include dates)

DSP&R - 2014-present

Sherman Parks and Recreation 2015-Present

North Texas Youth Connection 2016-Present

Have you ever been convicted of a crime (except for minor traffic offenses that resulted only in a fine)? ☐ Yes ☒ No

If yes, please explain in complete detail. State the nature and approximate date of the conviction, the sentence imposed, whether the sentence has been completed, and any other information you consider to be relevant.

Taxes - NO

Application held for 12 months from date received

Are you presently serving on a City board or commission? ☒ Yes ☐ No

If so, which one? Parks and Recreation

Why do you want to become a member of this particular board or commission (*how would you use this experience to benefit the City*)?
I own and operate two businesses in Downtown Sherman and utilize downtown for many shopping, dining, and entertainment resources

Briefly explain what you believe are the three most important issues facing this board or commission and how you believe this board or commission should address each issue?

- 1) Economic Development - Giving existing businesses the tools they need to thrive in downtown. This will pour over into the establishment of new businesses and the relocation of businesses to Sherman's downtown district.
- 2) Identity - Sherman is a working downtown and is heavily defined by Federal, State, and Local government business. This is something to be embraced and allows Sherman a foundation of cash flow that comes naturally. Freeing downtown to build and grow with less risk than a downtown defined by entertainment traffic.
- 3) Stewardship - Downtown is the core of Sherman, it defines the town and answers the question of who Sherman was, is, and will be. The historical and cultural importance of this is great and has been passed down to us through the eras (some better than others). Continuing this guardianship is critical for economic development, cultural preservation, and community identification.

List any abilities, skills, licenses, certificates, specialized training, or interests you have which are applicable to this board or commission:

I have experience in various types of industry. Through out my career I have worked and owned companies in the construction, manufacturing, advertising, and retail arenas. Two of said businesses are located and operated in Downtown Sherman

Please specify any business or personal relationships with the City or other activities, which might create a serious conflict of interest or affect your ability to serve if you should be appointed to this board or commission:

I have been involved with the City of Sherman on various fronts. I do not know of anything that would seriously conflict with this application.

Have you attended a meeting of the board/commission you are applying to or talked to anyone currently on the board? ☐ Yes ☐ No

Comments: I have attended education sessions about this board and know the majority of individuals that will most likely be on this board

Statement of Intent

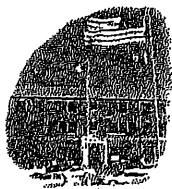
I am aware of the requirements of the City regarding conflicts of interest of appointees to the City of Sherman Boards and Commissions, as noted in the overview. I am aware of meeting dates and times of the Board/Commission for which I have applied, and that Board/Commission members are expected to attend a minimum of 75 percent of regularly scheduled meetings annually of their Board/Commission. If appointed, I agree to serve on the Board/Commission for which I have applied. Applications, including those received after the posted deadline, will remain on file for one year from the date of receipt.

Signature: [Signature]

Date: 3-11-16

In compliance with Chapter 552, Vernon's Texas Codes Annotated (Open Records Law), information provided on this application may be available to the public, upon request.

Sherman
CLASSIC TOWN. BROAD HORIZON.



CITY OF SHERMAN

APPLICATION FOR BOARD OR COMMISSION MEMBERSHIP

Return completed application to:

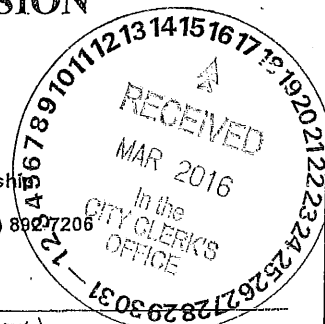
City Clerk's Office
220 W. Mulberry
P.O. Box 1106
Sherman, TX 75091
Fax: (903) 892-7394

Please type or use black ink

Please complete one application for each board or commission membership

Please limit attachments to two pages

For questions or additional information, call the City Clerk's Office, (903) 892-7206



Name:

David W. Gunn

(Please print legal name and your name as you wish it to appear, if different.)

Name of Board
or Commission:Main Street☒ Yes, I would be interested in serving on subcommittees that may be formed.

Personal Information	Occupational Information
Home Address: <u>12 CARTER COURT, ALLEN TX 75002</u>	Business Name: <u>KNIGHT FURNITURE</u>
Mailing Address: <u>108 W. Lamar, SHERMAN TX 75090</u>	Occupation: <u>Owner / CEO</u>
Telephone: <u>903-816-4015</u> Fax: <u>903-893-9480</u>	Address: <u>108 W. Lamar, Sherman 75080</u>
E-Mail: <u>dgunn@knightfurniture.com</u>	Telephone: <u>903-893-9484</u> Fax: <u>903-893-9480</u>
Sherman Resident for _____ years County: _____	E-Mail: <u>dgunn@knightfurniture.com</u>
Drivers License No.: _____	
Voter Registration No.: <u>N/A</u>	

Which Council District do you live in? (see attached map) N/A

Prior work experience: (please include dates)

Educational Achievement:

High School Graduate? ☒ Yes ☐ No Year Graduated/Left School? _____

Business College, Correspondence School, Adult Education, Other? _____

Name of College/University: Austin College☒ Bachelor's ☐ Master's ☐ PhD

Volunteer Work: (please include dates)

2014-current Sherman Chamber of Commerce, 2013-current North American Home Furn. Assoc.
dates unknown - Sherman Main Street, Downtown Sherman Inc, Grayson County
Retail Merchants Assoc, Furniture Marketing Group, National Home Furnishings Assoc

Have you ever been convicted of a crime (except for minor traffic offenses that resulted only in a fine)? ☐ Yes ☒ No

If yes, please explain in complete detail. State the nature and approximate date of the conviction, the sentence imposed, whether the sentence has been completed, and any other information you consider to be relevant.

TAXES: N/A

Application held for 12 months from date received

Are you presently serving on a City board or commission? ☐ Yes ☒ No

If so, which one? _____

Why do you want to become a member of this particular board or commission (how would you use this experience to benefit the City)?

Downtown is a reflection of our city. Quality of life and revenues should both be better than current standard. Personally invested as a property and business owner (Knight Furniture)

Briefly explain what you believe are the three most important issues facing this board or commission and how you believe this board or commission should address each issue?

1) Downtown making a meaningful and positive impact on the quality of life in Sherman and surrounding communities

2) Economic growth and vitality of downtown area

3) Cohesive involvement of primary players in downtown district, driven by a single vision, in order to achieve #s 1 and 2.

List any abilities, skills, licenses, certificates, specialized training, or interests you have which are applicable to this board or commission:

Board member of First Sherman Main Street Project, current chair of Sherman Chamber of Commerce, former involvement with ASPAR and Downtown Sherman, Inc.

Please specify any business or personal relationships with the City or other activities, which might create a serious conflict of interest or affect your ability to serve if you should be appointed to this board or commission:

Have you attended a meeting of the board/commission you are applying to or talked to anyone currently on the board? ☒ Yes ☐ No
Comments: _____

Statement of Intent

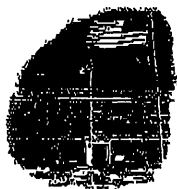
I am aware of the requirements of the City regarding conflicts of interest of appointees to the City of Sherman Boards and Commissions, as noted in the overview. I am aware of meeting dates and times of the Board/Commission for which I have applied, and that Board/Commission members are expected to attend a minimum of 75 percent of regularly scheduled meetings annually of their Board/Commission. If appointed, I agree to serve on the Board/Commission for which I have applied. Applications, including those received after the posted deadline, will remain on file for one year from the date of receipt.

Signature: _____

Date: 3-16-16

In compliance with Chapter 552, Vernon's Texas Codes Annotated (Open Records Law), information provided on this application may be available to the public, upon request.

Sherman
CLASSIC TOWN. BROAD HORIZON.



CITY OF SHERMAN APPLICATION FOR BOARD OR COMMISSION MEMBERSHIP



Return completed application to:
City Clerk's Office
220 W. Mulberry
P.O. Box 1106
Sherman, TX 75091
Fax: (903) 892-7384

Please type or use black ink
Please complete one application for each board or commission membership
Please limit attachments to two pages
For questions or additional information, call the City Clerk's Office, (903) 892-7206

Name: Leigh Ann Kloppers

(Please print legal name and your name as you wish it to appear, if different.)

Name of Board or Commission: Downtown Main Street Advisory Board

☐ Yes, I would be interested in serving on subcommittees that may be formed.

Personal Information

Home Address: 1424 N. Alexander, Sherman 75092

Mailing Address: Same

Telephone: 903.211.7429

Fax: _____

E-Mail: leighann.kloppers@legend-bank.com

Sherman Resident for 33 years County: Grayson

Drivers License No.: 18757675

Voter Registration No.: 1025473445

Occupational Information

Business Name: Legend Bank

Occupation: Commercial Lender, AVP

Address: 1700 N. Travis St. Ste. E, Sherman 75092

Telephone: 903.640.5427 Fax: 903.711.4309

E-Mail: leighann.kloppers@legend-bank.com

Which Council District do you live in? (see attached map) Davis 1

Prior work experience: (please include dates)

Educational Achievement:

High School Graduate? ☒ Yes ☐ No Year Graduated/Left School? 2001

Business College, Correspondence School, Adult Education, Other? _____

Name of College/University: Southeastern Oklahoma

State University

☒ Bachelor's ☐ Master's ☐ PhD

Math

Volunteer Work: (please include dates)

Sherman Service League & their board

Grand Central Station advisory board

Westley Village Retirement home board

Have you ever been convicted of a crime (except for minor traffic offenses that resulted only in a fine)? ☐ Yes ☒ No

If yes, please explain in complete detail. State the nature and approximate date of the conviction, the sentence imposed, whether the sentence has been completed, and any other information you consider to be relevant.

TAXES: N/A

Application held for 12 months from date received

Are you presently serving on a City board or commission? ☐ Yes ☒ No

If so, which one? _____

Why do you want to become a member of this particular board or commission (how would you use this experience to benefit the City)?

I want to serve on this board if I am passionate about the growth & revitalization of the Sherman downtown. I believe that if we don't make a concentrated effort to bring our downtown to full life it won't happen on its own.

Briefly explain what you believe are the three most important issues facing this board or commission and how you believe this board or commission should address each issue?

1) I believe the perception of a 'fun' downtown is a hurdle this board faces. I believe that if our citizens see downtown as a fun place to spend their time it will naturally increase foot traffic & revenue.

2) Space. Space downtown for new businesses is a major hurdle for this new board. This board could get with current building owners and discuss options of utilizing unused floors or spaces for new and growing businesses.

3) General awareness of the events going on in and around downtown to the general public. I believe this board can create a great and effective communication campaign to inform the general public of what is going on downtown and create excitement.

List any abilities, skills, licenses, certificates, specialized training, or interests you have which are applicable to this board or commission:

As a life long Sherman resident I believe that I bring a pair of eyes with history behind them. As a young adult I bring a perspective to attract more young people to the downtown area.

Please specify any business or personal relationships with the City or other activities, which might create a serious conflict of interest or affect your ability to serve if you should be appointed to this board or commission:

Have you attended a meeting of the board/commission you are applying to or talked to anyone currently on the board? ☐ Yes ☒ No
Comments: _____

Statement of Intent

I am aware of the requirements of the City regarding conflicts of interest of appointees to the City of Sherman Boards and Commissions, as noted in the overview. I am aware of meeting dates and times of the Board/Commission for which I have applied, and that Board/Commission members are expected to attend a minimum of 75 percent of regularly scheduled meetings annually of their Board/Commission. If appointed, I agree to serve on the Board/Commission for which I have applied. Applications, including those received after the posted deadline, will remain on file for one year from the date of receipt.

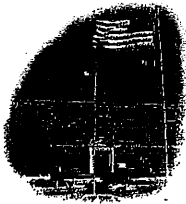
Signature: _____

Date: _____

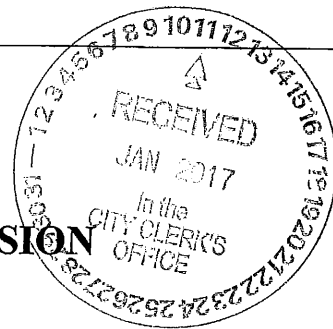
3/16/15

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Sherman
CLASSIC TOWN. BROAD HORIZON.



CITY OF SHERMAN APPLICATION FOR BOARD OR COMMISSION MEMBERSHIP



Return completed application to:

City Clerk's Office
220 W. Mulberry
P.O. Box 1106
Sherman, TX 75091
Fax: (903) 892-7394

Please type or use black ink

Please complete one application for each board or commission membership

Please limit attachments to two pages

For questions or additional information, call the City Clerk's Office, (903) 892-7206

Name: Sarah Pierce

(Please print legal name and your name as you wish it to appear, if different.)

Name of Board

or Commission: Main Street Advisory

☒ Yes, I would be interested in serving on subcommittees that may be formed.

Personal Information

Home Address: 1102 S. Elm Street

Mailing Address: _____

Telephone: 903-357-0748 Fax: _____

E-Mail: spierce@goodwillnorthtexas.org

Sherman Resident for 17 years County: Grayson

Drivers License No.: 638559119

Voter Registration No.: 1025425638

Occupational Information

Business Name: Goodwill Industries of NE TX

Occupation: Marketing Specialist

Address: 2201 E. Lamar

Telephone: 903-893-3145 Fax: _____

E-Mail: goodwillnorthtexas.org

Which Council District do you live in? (see attached map) 4

Prior work experience: (please include dates)

Hampton Inn & Suites Benton July - August 2011 Marketing Specialist
Fullbright 2/11 - 4/11 Customer Director
Goodwill is a perfect fit.

Educational Achievement:

High School Graduate? ☒ Yes ☐ No Year Graduated/Left School? 93'

Business College, Correspondence School, Adult Education, Other? _____

Name of College/University: Collin Creek Community College ☐ Bachelor's ☐ Master's ☐ PhD

Associates in Gerontology

Volunteer Work: (please include dates)

TRF Initiative
CAC for SISO Bond
Texans Homeless Coalition - Community Conversation
PTT Count (Point in Time)
Part of Community Initiative for Senior Apartments
in old SISO building

Have you ever been convicted of a crime (except for minor traffic offenses that resulted only in a fine)? ☐ Yes ☒ No

If yes, please explain in complete detail. State the nature and approximate date of the conviction, the sentence imposed, whether the sentence has been completed, and any other information you consider to be relevant.

M/A

Application held for 12 months from date received

Taxes: NO

Are you presently serving on a City board or commission? ☒ Yes ☐ No

If so, which one?

Parks and Rec

Why do you want to become a member of this particular board or commission (how would you use this experience to benefit the City)?

I love our community and believe I have a lot of energy to watch ideas to follow through with them. I believe in personal contact with Sherman citizens to motivate them to help grow Mainstreet and its vision.

Briefly explain what you believe are the three most important issues facing this board or commission and how you believe this board or commission should address each issue?

1) Consistent with new by laws

I have attended 90% of open meetings and feel like I have learned a lot and am excited about being part of main street growth in re to by laws and sub committees.

2) Attendance is important to my job and as a position, I will commit to attend each meeting

3)

List any abilities, skills, licenses, certificates, specialized training, or interests you have which are applicable to this board or commission:

Where I have volunteered highlights my strengths. I enjoy people and believe in connecting people and businesses to help each other grow so not just cost visitors, but to grow them.

Please specify any business or personal relationships with the City or other activities, which might create a serious conflict of interest or affect your ability to serve if you should be appointed to this board or commission:

Have you attended a meeting of the board/commission you are applying to or talked to anyone currently on the board? ☒ Yes ☐ No

Comments: Because I have attended the meetings is why I want to become a member. I have been inspired.

Statement of Intent

I am aware of the requirements of the City regarding conflicts of interest of appointees to the City of Sherman Boards and Commissions, as noted in the overview. I am aware of meeting dates and times of the Board/Commission for which I have applied, and that Board/Commission members are expected to attend a minimum of 75 percent of regularly scheduled meetings annually of their Board/Commission. If appointed, I agree to serve on the Board/Commission for which I have applied. Applications, including those received after the posted deadline, will remain on file for one year from the date of receipt.

Signature:

Shel Piere

Date:

Jan. 11/17

In compliance with Chapter 552, Vernon's Texas Codes Annotated (Open Records Law), information provided on this application may be available to the public, upon request.

Sherman
CLASSIC TOWN. BROAD HORIZON.



SHERMAN CITY COUNCIL

Agenda Communication Form

City Council Regular Meeting

Meeting Date: 02/20/2017

Prepared By: Pamela Cloer, Assistant to the City Manager

Approved By: Robby Hefton, City Manager

Caption:

COUNCIL CALENDAR

Attachments

2017 Council Calendar

2017

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
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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

MARCH						
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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	30	31		

APRIL						
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23	24	25	26	27	28	29
30						

MAY						
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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
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4	5	6	7	8	9	10
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25	26	27	28	29	30	

JULY						
S	M	T	W	T	F	S
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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

AUGUST						
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13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	31			

SEPTEMBER						
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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						
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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
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19	20	21	22	23	24	25
26	27	28	29	30		

DECEMBER						
S	M	T	W	T	F	S
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10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

1/2/2017	New Years Day/Called Council Meeting on 1/3/2017 - Cancelled
9/4/2017	Labor Day/Called Council Meeting on 9/5/2017

[illegible]