



# Lewisville City Council

The agenda and backup items follow in one continuous document. However, to view documents individually, click on the bookmark tab at the left of the screen. A list of all documents contained in the packet should appear in a screen to the left. If it does not, click on the “Show/Hide Navigation Pane” button in the toolbar at the top of the page.



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**A G E N D A**

**LEWISVILLE CITY COUNCIL MEETING  
SEPTEMBER 12, 2016**

**LEWISVILLE CITY HALL  
151 WEST CHURCH STREET  
LEWISVILLE, TEXAS 75057**

**WORKSHOP SESSION - 6:00 P.M.  
REGULAR SESSION - 7:00 P.M.**

Call to Order and Announce a Quorum is Present.

**WORKSHOP SESSION - 6:00 P.M.**

- A. Discussion of Proposed Vacant Buildings Ordinance
- B. Discussion of Regular Agenda Items and Consent Agenda Items

**REGULAR SESSION - 7:00 P.M.**

- A. **INVOCATION:** Councilman Daniels
- B. **PLEDGE TO THE AMERICAN AND TEXAS FLAGS:** Mayor Pro Tem Gilmore
- C. **PROCLAMATION:** Declaring the Month of September, 2016, as “Live United Month”
- D. **PUBLIC HEARINGS:**
  - 1. **Continued Public Hearing:** Consideration of an Ordinance Granting a Special Use Permit (SUP) for a Gasoline Service Station; on an Approximately 1.379-Acre Lot Located at the Northeast Corner of FM 544 and Old Denton Road (FM 2281), Legally Described as Lot 1R, Block M, Wyndale Meadows Addition Phase I and Zoned General Business District (GB); as Requested by Karen Mitchell of Mitchell Planning Group, LLC on Behalf of Parker Denton Crossing, L.P., the Property Owner (Case No. SUP-2016-08-07).

**AGENDA  
LEWISVILLE CITY COUNCIL  
SEPTEMBER 12, 2016**

**ADMINISTRATIVE COMMENTS:**

The public hearing for the proposed SUP is continued from the August 15, 2016 City Council meeting. The Special Use Permit request is for a 7-Eleven brand gasoline service station with six pumps that will also have a neighborhood convenience store. This facility is proposed to operate 24 hours a day, seven days a week. The subject property is part of the Wyndale Meadows neighborhood. The gasoline service station portion of this site requires approval of a Special Use Permit. On August 2, 2016, the Planning and Zoning Commission recommended unanimous approval (6-0) of the SUP with a condition that the required masonry screening wall be increased from six feet (6') to eight feet (8') in height.

**RECOMMENDATION:**

That the City Council approve the proposed ordinance as set forth in the caption above.

**PRESENTATION:**

- Richard E. Luedke, Planning Manager
- Karen Mitchell, Mitchell Planning Group, LLC

2. **Public Hearing: Consideration of an Ordinance Granting a Zone Change Request From Office District (OD) to Old Town Mixed Use Two District (OTMU2); on a 0.209-Acre Tract of Land out the J. W. Craft Survey, Abstract No. 295, Located on the Northwest Corner of West Main Street and North Edna Avenue, at 449 West Main Street, as Requested by Teresa Arnesen, the Property Owner (Case No. PZ-2016-08-20).**

**ADMINISTRATIVE COMMENTS:**

The applicant has owned the 0.209-acre property since 2007. Various office businesses have occupied the property over the years. The applicant is proposing to rezone the property to Old Town Mixed Use Two (OTMU2) to allow for greater business opportunities since retail and service uses are allowed in OTMU2 in addition to office uses. The requested zoning of OTMU2 is consistent with the Old Town Master Plan. The Planning and Zoning Commission recommended unanimous approval (5-0) of the zone change request at their meeting of August 16, 2016.

**AGENDA  
LEWISVILLE CITY COUNCIL  
SEPTEMBER 12, 2016**

**RECOMMENDATION:**

That the City Council approve the proposed ordinance as set forth in the caption above.

**AVAILABLE FOR QUESTIONS:** - Nika Reinecke, Director of Economic Development and Planning

3. **Public Hearing: Consideration of the Proposed FY 2016-2017 Budget, Property Tax Revenue Increase and Proposed Property Tax Rate.**

**ADMINISTRATIVE COMMENTS:**

In accordance with the City Charter and state law, a public hearing is being held on the proposed FY 2016-17 budget, property tax revenue increase and proposed property tax rate to provide an opportunity for citizen comment. The proposed FY 2016-17 property tax rate is .436086, equal to the current .436086 tax rate. The proposed budget includes changes made by City Council at the budget workshop held on August 13<sup>th</sup>. The first public hearing was held on August 24<sup>th</sup>. This will be the second, and final, public hearing. Agenda items to adopt the budget, property tax revenue increase, and property tax rate will be on the September 19, 2016 City Council meeting at 7:00 p.m. in the Council Chambers.

**RECOMMENDATION:**

That the City Council conduct the Public Hearing.

- E. **VISITORS/CITIZENS FORUM:** At this time, any person with business before the Council not scheduled on the agenda may speak to the Council. No formal action can be taken on these items at this meeting.
- F. **CONSENT AGENDA:** All of the following items on the Consent Agenda are considered to be self-explanatory by the Council and will be enacted with one motion. There will be no separate discussion of these items unless a Council Member or citizen so request. For a citizen to request removal of an item, a speaker card must be filled out and submitted to the City Secretary.
4. **APPROVAL OF MINUTES:** (a) **City Council Minutes of the August 15, 2016, Workshop Session and Regular Session;** and (b) **City Council Minutes of the August 24, 2016, Regular Session.**

**AGENDA  
LEWISVILLE CITY COUNCIL  
SEPTEMBER 12, 2016**

- 5. Approval of a Bid Award for the Official City of Lewisville Newspaper to the Denton Publishing Company; and Adopt the Resolution Designating the Denton Record-Chronicle as the City's Official Newspaper.**

**ADMINISTRATIVE COMMENTS:**

A total of seven (7) bid invitations were downloaded from Bidsync.com. A total of four (4) bids were received and opened on August 25, 2016. The term of the contract will be twelve months, with an option to extend for up to two (2) additional twelve-month periods.

**RECOMMENDATION:**

That the City Council approve the bid award and adopt the resolution as set forth in the caption above.

- 6. Approval of a Contract Award for Custodial Services for Various City-Owned Buildings to Facility Services Group, LLC., Las Vegas, NV, in the Amount of \$273,831.00 Annually; the Terms of the Contract will be for One (1) Year, With an Option to Extend up to Four (4) Additional (12) Months Periods, Subject to Satisfactory Contract Performance Evaluation; and Authorization for the City Manager to Execute the Contract.**

**ADMINISTRATIVE COMMENTS:**

A total of twenty-two (22) requests for proposals were downloaded from Bidsync.com. Nine (9) proposals were received and opened July 21, 2016. Proposals were evaluated using a matrix of 30% for price; 30% for qualifications; 30% for methodology and 10% for sustainability. Based on the receiving the highest evaluation score, Facility Services Group, LLC is being recommended for award. Funding is available from the General Fund and the Community Activities Fund.

**RECOMMENDATION:**

That the City Council approve the contract as set forth in the caption above.

- 7. Approval of a Bid Award for an Annual Requirements Contract for Work Order Generated Concrete Repairs to SAZ Infrastructure, Dallas, Texas for an Estimated Amount of \$726,525.**

**AGENDA  
LEWISVILLE CITY COUNCIL  
SEPTEMBER 12, 2016**

**ADMINISTRATIVE COMMENTS:**

A total of ten (10) bid invitations were downloaded from Bidsync.com. A total of two (2) bids were received and opened Aug. 4, 2016. This contract covers miscellaneous small concrete repairs throughout the City. The term of the contract will be twelve months, with the option to extend for up to two (2) additional one-year periods. Funding is available from the Concrete Street and Sidewalk Maintenance Capital Improvement projects.

**RECOMMENDATION:**

That the City Council approve the bid award as set forth in the caption above.

- 8. Approval of a Supplemental Appropriation in the Amount of \$70,608 to the Community Activities Fund; and Approval of an Award for the Purchase of a 2014 Steinway Model D Concert Grand Piano From the Clavier Group Inc. DBA Steinway Hall - Dallas, Dallas, Texas in the Total Amount of \$107,590.**

**ADMINISTRATIVE COMMENTS:**

Purchase of a Steinway D Concert Grand piano for the MCL Grand has been part of the long-range equipment plan for the facility since before it's opening in 2011. A concert instrument of this quality is considered an essential component of the equipment packages of multi-use arts facilities such as the MCL Grand. Staff and volunteers have been accepting donations into a project established in 2011 and that project currently has a balance of \$36,982. The remaining money is available in the Community Activity Fund reserve. The \$70,000 annual naming rights sponsorship for MCL Grand goes into the Community Activities Fund making this fund ideal for the purchase of this piano. A total of twelve (12) bid invitations were downloaded from Bidsync.com. A total of four (4) bids were received and opened August 11, 2016. The recommendation for award is based on best value. The price includes an artist bench, delivery to the MCL Grand, one on-site tuning and a 5-year used piano warranty.

**RECOMMENDATION:**

That the City Council approve the supplemental appropriation and award as set forth in the caption above.

**AGENDA  
LEWISVILLE CITY COUNCIL  
SEPTEMBER 12, 2016**

- 9. Approval of a Resolution of the City Council of the City of Lewisville, Texas, Calling a Public Hearing for the Levy of Assessments for Authorized Improvements in the Lewisville Castle Hills Public Improvement District No. 7; Setting a Date for Public Hearing; Authorizing the Publication of Notice; and Enacting Other Provisions Relating Thereto.**

**ADMINISTRATIVE COMMENTS:**

City Council approved an ordinance on April 20, 2015 to add an additional 33.094 acres of land to Denton County Fresh Water District 1-C, Public Improvement District 7. The original Service and Assessment Plan and Assessment Roll associated with this District must be updated for this additional land. The first step of this process is to approve a resolution calling for a public hearing.

**RECOMMENDATION:**

That the City Council approve the resolution as set forth in the caption above.

- G. **REPORTS:** Reports about items of community interest regarding which no action will be taken.
- H. **CLOSED SESSION:** In Accordance with Texas Government Code, Subchapter D,
1. Section 551.072 (Real Estate): Property Acquisition
  2. Section 551.087 (Economic Development): Deliberation Regarding Economic Development Negotiations
- I. **RECONVENE** into Regular Session and Consider Action, if Any, on Items Discussed in Closed Session.
- J. **ADJOURNMENT**

<p>The City Council reserves the right to adjourn into closed session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by <u>Texas Government Code</u> Section 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices) and 551.087 (Economic Development).</p>
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# VACANT BUILDING PROGRAM





# DEFINITION OF A VACANT BUILDING

- **A VACANT BUILDING IS A COMMERCIAL OR RESIDENTIAL BUILDING THAT IS UNOCCUPIED OR IS OCCUPIED BY A PERSON WITHOUT A LEGAL RIGHT OF OCCUPANCY. A MULTI-TENANT BUILDING WILL BE CONSIDERED VACANT IF 75 % OR MORE OF THE UNITS ARE VACANT.**
  - **EVIDENCE OF VACANCY: TRASH OR DEBRIS; DETERIORATION OF STRUCTURE; DISCONNECTED UTILITIES; OVERGROWN OR DEAD VEGETATION; ETC....**

# BASIC REQUIREMENTS IN PROPOSED ORDINANCE

- **REGISTER WITH CITY WITHIN 90 DAYS OF VACATING OR 15 DAYS AFTER RECEIVING NOTICE FROM THE CITY OF NONCOMPLIANCE**
- **MAINTAIN PROPERTY**
- **PROOF OF LIABILITY INSURANCE ON STRUCTURE**
- **CRIMINAL TRESPASS AFFIDAVIT & NO-TRESPASS SIGN**
- **YEARLY INSPECTIONS**
- **PLAN OF ACTION**

# THE GOAL OF THIS PROGRAM

- **THE GOAL OF THE VACANT BUILDING PROGRAM IS TO ENSURE THAT VACANT BUILDINGS ARE MAINTAINED IN GOOD CONDITION TO A MINIMUM STANDARD OF CARE TO MINIMIZE THE NEGATIVE IMPACTS THAT THESE BUILDINGS HAVE ON THE HEALTH, SAFETY, AND WELFARE OF THE PUBLIC**
- **ALLOWS FOR IMPROVED ENFORCEMENT**

# WHY REGISTRATION?

- **VACANT BUILDINGS CAN BECOME HEALTH AND SAFETY HAZARDS, DIMINISHING THE OVERALL QUALITY OF LIFE OF THE COMMUNITY AND NEIGHBORHOODS. THEY HAVE A HIGH INCIDENCE OF CODE VIOLATIONS, ATTRACT VAGRANTS AND CRIMINAL ACTIVITY, DRAW AND HARBOR VERMIN, AND ARE VULNERABLE TO FIRES. IT IS NECESSARY FOR THE CITY TO MAINTAIN BASIC INFORMATION ON THESE PROPERTIES, INCLUDING THE CURRENT CONTACT INFORMATION FOR THE OWNER AND/OR MANAGER. IT ALSO ALLOWS THE CITY TO OBTAIN A CRIMINAL TRESPASS AFFIDAVIT AHEAD OF TIME TO QUICKLY RESOLVE CONCERNS IMPACTING THE HEALTH AND SAFETY OF THE CITIZENS (I.E.: TRESPASS BY UNAUTHORIZED PERSONS)**

# EXCEPTIONS FROM REQUIRED REGISTRATION

- **VACANT BUILDING WITH AN ACTIVE BUILDING PERMIT**
- **VACANT BUILDING IN AN ACTIVE STATE OF REPAIR OR REMODEL**
- **VACANT BUILDING THAT IS ACTIVELY MARKETED FOR SALE OR LEASE FOR LESS THAN 12 MONTHS**
- **VACANT BUILDING THAT IS UNDER CONTRACT FOR SALE OR LEASE FOR LESS THAN 12 MONTHS**

# INFORMATION REQUIRED TO REGISTER A VACANT BUILDING

- **CONTACT INFORMATION FOR ALL OWNERS AND A DESIGNATED LOCAL AGENT, IF APPLICABLE**
- **PROOF OF LIABILITY INSURANCE FOR THE PROPERTY**
- **FLOOR PLAN**
- **CRIMINAL TRESPASS AFFIDAVIT FILED WITH THE LEWISVILLE POLICE DEPARTMENT (AND WILL BE REQUIRED TO POST NO-TRESPASS SIGN ON PROPERTY)**
- **INFORMATION ABOUT SECURITY SERVICES, IF APPLICABLE**
- **PLAN OF ACTION FOR STRUCTURE**

# INSPECTIONS

- **AN INSPECTION BY THE BUILDING INSPECTION DIVISION OR FIRE PREVENTION WILL BE REQUIRED AT THE TIME OF REGISTRATION AND UPON YEARLY RENEWAL OF REGISTRATION TO ENSURE THE STRUCTURE MEETS ALL BUILDING CODE REQUIREMENTS**

# PROPOSED REGISTRATION, RENEWAL AND INSPECTION FEE

- **RESIDENTIAL**

- **ONE TIME REGISTRATION FEE: \$75.00**
- **YEARLY INSPECTION FEE: \$25.00**

- **COMMERCIAL**

- **ONE TIME REGISTRATION FEE: \$75.00**
- **INSPECTION FEE: PART OF ANNUAL FIRE INSPECTION FEE, WHICH IS BASED ON THE SQUARE FOOTAGE OF THE BUILDING.**

# **VIOLATIONS PENALTY FOR FAILURE TO REGISTER**

- **ANY PERSON IN VIOLATION, UPON CONVICTION IN MUNICIPAL COURT, SHALL BE SUBJECT TO A FINE NOT TO EXCEED \$2,000.00 FOR EACH OFFENSE, AND EACH AND EVERY DAY SUCH VIOLATION CONTINUES, SHALL CONSTITUTE A SEPARATE OFFENSE.**

**QUESTIONS?**

# Proclamation



**WHEREAS**, United Way of Denton County achieves its *mission to improve lives in Denton County* by mobilizing community resources that help children, families, veterans, people experiencing homelessness, and people affected by mental illness; and

**WHEREAS**, United Way of Denton County, its 20 local Partner Agencies and Collective Impact Initiatives had local people helping over 85,000 people in need across Denton County this past year by Assessing Needs, Uniting People, Creating Solutions, and Measuring Results; and

**WHEREAS**, United Way of Denton County serves as the backbone support organization to Collective Impact Initiatives including: the Denton County Behavioral Health Leadership Team, the Denton County Homelessness Leadership Team, Mentor Denton, the Early Childhood Coalition, School-based Community Centers, Bank On Denton County, the Volunteer Income Tax Assistance program, and Project Blueprint Non-Profit Board Member Training; and

**WHEREAS**, this past year more than 11,000 people were inspired by the mission of United Way of Denton County and motivated by the growing needs around us to donate \$2,497,000 to improve lives across Denton County; and

**WHEREAS**, United Way of Denton County continues to find new ways to serve the community through people helping people.

**NOW, THEREFORE**, I Rudy Durham, Mayor of the City of Lewisville, and on behalf of the Lewisville City Council, do hereby proclaim the month of September 2016 as:

## “LIVE UNITED MONTH”

in the City of Lewisville and joins United Way of Denton County donors, volunteers and partners in calling all residents to LIVE UNITED.

**PROCLAIMED** this the 12<sup>th</sup> day of September, 2016

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Rudy Durham, Mayor  
City of Lewisville

## MEMORANDUM

**TO:** Donna Barron, City Manager

**FROM:** Nika Reinecke, Director of Economic Development and Planning

**DATE:** September 12, 2016

**SUBJECT:** **Continued Public Hearing: Consideration of an Ordinance Granting a Special Use Permit (SUP) for a Gasoline Service Station, on an Approximately 1.379-Acre Tract of Land, Located at the Northeast Corner of FM 544 and Old Denton Rd. (FM 2281), Legally Described as Lot 1R, Block M, Wyndale Meadows Addition Phase I and Zoned General Business District (GB); as Requested by Karen Mitchell of Mitchell Planning Group, LLC on Behalf of Parker Denton Crossing, L.P., the Property Owner (Case No. SUP-2016-08-07).**

### **BACKGROUND**

The public hearing for the proposed SUP is continued from the August 15, 2016 City Council meeting. A previous application went before the Planning and Zoning Commission in April and May of this year. The applicant withdrew the request prior to going before City Council in order to meet with area residents to discuss their concerns related to the proposal. The applicant has since resubmitted their application for consideration.

The Special Use Permit process allows for consideration of certain uses that may potentially be incompatible or intensely dominate the area in which they are located, but may become compatible with the provision of certain conditions and restrictions. The request is for a 7-Eleven brand gasoline service station with six pumps that will also have a neighborhood convenience store. This facility is proposed to operate 24 hours a day, seven days a week. The gasoline service station portion of this site requires approval of a Special Use Permit.

Staff has received letters from ten residents related to the proposal, three not opposed and seven in opposition. The applicant has held several meetings with adjacent residents within Wyndale Meadows over past few months to discuss the residents' concerns. To address the concerns of the adjacent residents, the applicant proposes to add an 8-foot masonry screening wall in lieu of the required 6-foot masonry screening wall adjacent to the residential zoning. SJR Planning Consultants assisted the applicant in establishing a dialogue with the neighborhood and has provided a letter outlining the applicant's neighborhood outreach efforts. No variances are being requested with this development. On August 2, 2016, the Planning and Zoning Commission recommended unanimous approval (6-0) of the SUP with a condition that the required masonry screening wall be increased from six feet (6') to eight feet (8') in height.

## **ANALYSIS**

This site is located at the northeast corner of FM 544 and Old Denton Road (FM 2281) and was previously part of a larger tract of land. It has since been replatted as a stand-alone lot. The site is adjacent to the new Wyndale Meadows single family residential subdivision and will be located behind an HOA (Home Owners Association) lot containing the existing amenity center for the subdivision. The entire 68 acres of land bounded by SH 121, Old Denton Road (FM 2281), FM 544, Windhaven Parkway and Cookie Lane was zoned GB for many years until the ETH zoning for Wyndale Meadows was approved on April 15, 2013. The subject site is located approximately a quarter mile south and east of SH 121 (Sam Rayburn Tollway).

### **Building**

The development plan shows a one-story convenience store building with a foot print of 2,940 square feet. The building is approximately 18 feet - 2 inches in height with the tallest portion being 26 feet – 6 inches in height. The building will be constructed of brick with a synthetic stone wainscot on all sides of the building. Two varieties of brick will cover the upper portion of the building while the wainscot of the building will contain a stone finish with cast stone accents throughout. A cast stone banding will provide architectural separation of the brick and stone and a brick cornice will be used along the roofline. A bronze metal awning will cover the front entrance. Outside vending of ice, portable propane and a Redbox movie dispenser is also proposed. The dumpster enclosure will match the building.

### **Gasoline Canopy**

A separate gasoline canopy on-site will contain six gas pumps that can serve up to 12 customers at a time. The canopy columns will be wrapped in the same stone used on the wainscot of the building. The canopy cover will contain a hip roof made of standing seam metal pre-finished in dark bronze. The sides of the canopy will consist of a band with the 7-Eleven logo and colors. The applicant has provided information on the underground fiberglass gasoline storage tanks proposed which are corrosion resistant with continuously monitored double walled tanks. The design for the building and canopy go above and beyond the City requirements.

### **Signage**

Signage is proposed for both the western and southern elevations of the building in addition to the gasoline canopy. Signage will consist of the 7-Eleven logo (green, orange, red and white). Signage on the building is proposed to be internally illuminated and meet sign ordinance requirements. A monument sign is proposed to be located at the FM 544 and Old Denton Road intersection and on the Old Denton Road entrance. No pole sign is proposed.

### **Landscaping & Screening**

The typical landscape strip for a commercial development is 10 feet wide along all street frontages with additional required interior landscaping required. The landscape strip along both street frontages is approximately 20 to 25 feet in width. This area will be heavily landscaped with shrubs and groundcover as illustrated in the landscape exhibit. This intersection is heavily utilized for numerous utilities including major City water and sewer

Subject: 7-Eleven SUP

September 12, 2016

Page 3 of 3

main lines and metering station for Castle Hills. Trees will not be allowed to be planted in this location so as not to interfere with the maintenance of the lines. Staff has worked with the applicant to locate the required trees elsewhere on the site. The majority of the trees (11) will be planted along the rear perimeter of the site backing up to the single-family residential amenity center, creating additional screening of the gas station from the HOA lot. The 11 trees will be placed in an additional 25-foot landscape strip along the rear portion of the site in front of the eight-foot masonry screening wall that will be constructed along the common boundary line between the single-family residential and this site. Two additional trees will be planted in the parking lot area. A total of 13 trees will be provided on site, being a combination of live oak and lacebark elm.

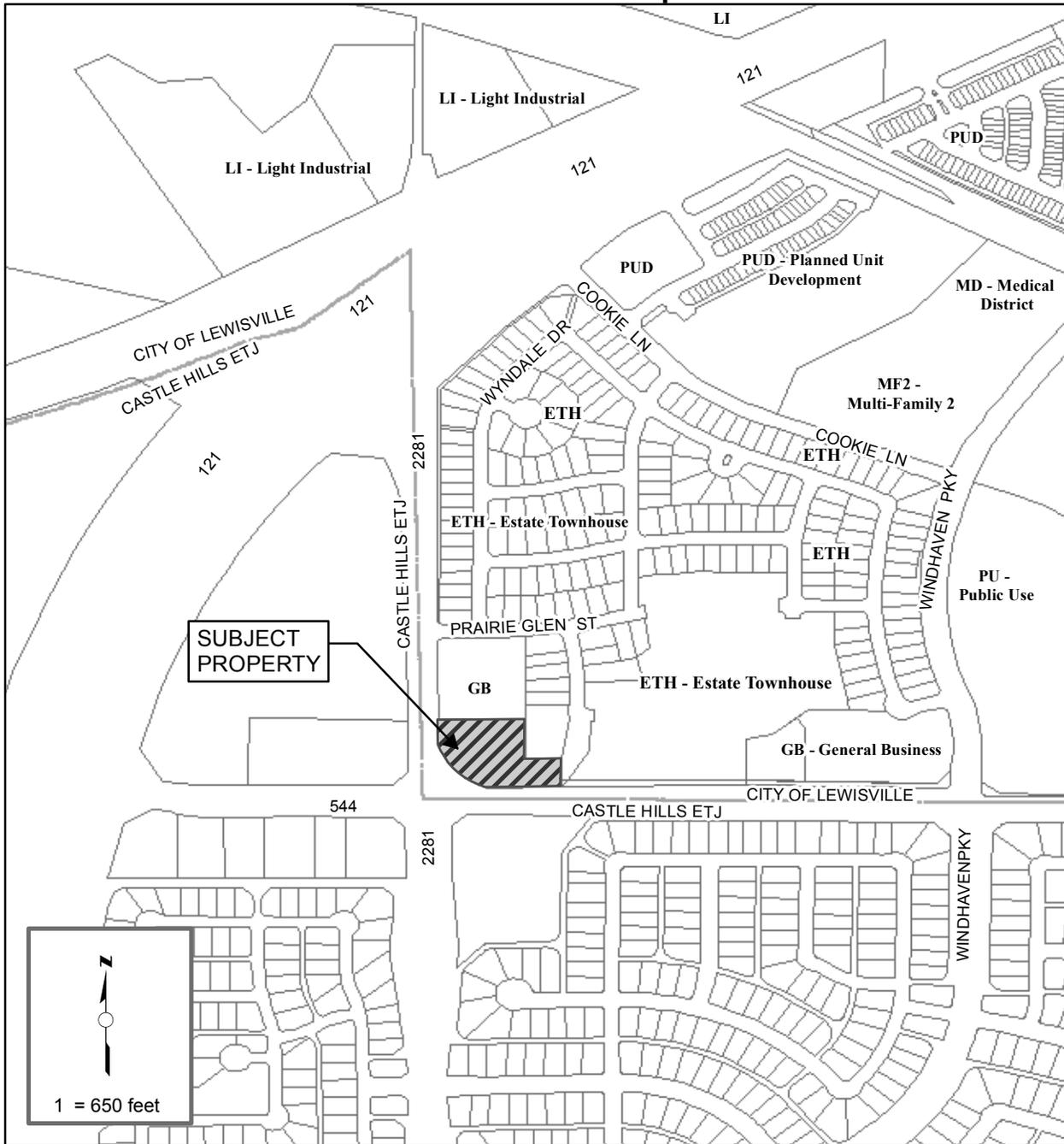
### **Summary**

In summary the proposed gasoline service station and associated neighborhood convenience store will consist of brick and stone, with a standing seam metal roof and awning and goes beyond City requirements. Landscaping along the street frontage will be in the form of grass, shrubs and ground cover in a landscape strip ranging from 20 to 25 feet in width which exceeds the minimum 10-foot requirement. Due to the type and number of utilities and easements, the number of required trees provided will still be exceeded, but strategically located along the rear portion in an additional 25-foot landscaped area of the site which will help screen the adjacent single-family residential from the gasoline service station. The proposed gas station backs up to the HOA lot containing the amenity center for the subdivision. An 8-foot masonry screening wall, with a 25-foot landscape strip and 11 trees will face the HOA lot. The gas pumps are located at the front of the site and are approximately 165 feet from the rear property line and screened from the HOA lot by the convenience store, eleven trees, landscape strip and screening wall.

### **RECOMMENDATION**

It is City staff's recommendation that the City Council approve the Special Use Permit request for a gasoline service station with a condition that the required masonry screening wall be increased in height from six feet (6') to eight feet (8').

# Location Map



**ZONING CASE NO. SUP-2016-08-07**

**APPLICANT:** KAREN MITCHELL, MITCHELL PLANNING GROUP LLC

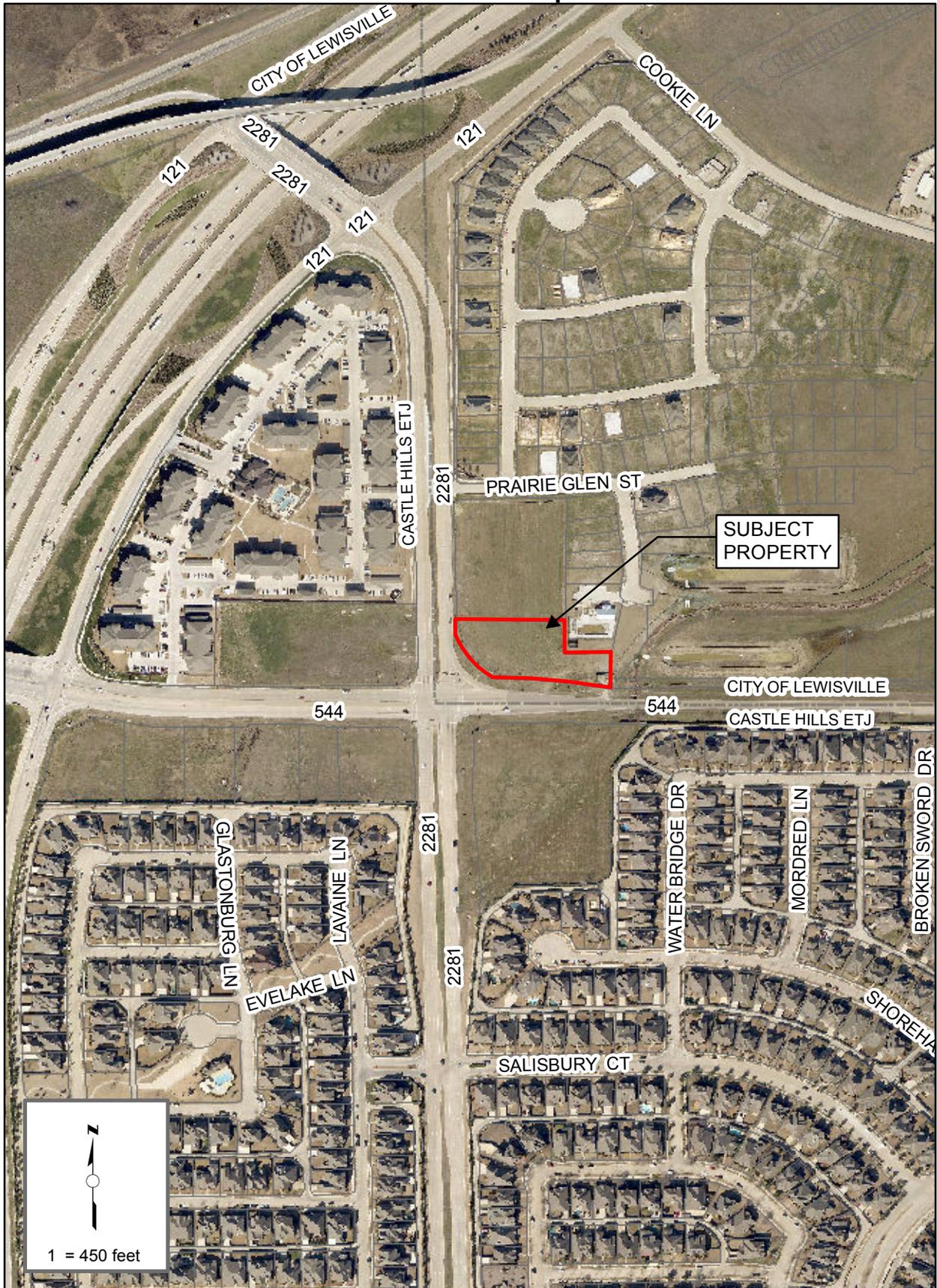
**PROPERTY OWNER:** PARKER DENTON CROSSING, L.P.

**PROPERTY LOCATION:** NORTHEAST CORNER OF FM 544 AND OLD DENTON RD (FM 2281) (1.379-ACRES) LOT 1R, BLOCK M, WYNDALE MEADOWS ADDITION PHASE I

**CURRENT ZONING:** GENERAL BUSINESS (GB)

**REQUESTED USE:** A SPECIAL USE PERMIT (SUP) FOR A GASOLINE SERVICE STATION

# Aerial Map



**MINUTES**  
**PLANNING AND ZONING COMMISSION**  
**AUGUST 2, 2016**

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**Item 1:**

The Lewisville Planning and Zoning Commission meeting was called to order at 6:30 pm. Members present: James Davis, Brandon Jones, Mary Ellen Miksa, Alvin Turner, Steve Byars and Kristin Green. Member

Staff members present: Richard Luedke, Planning Manager & Mary Paron-Boswell, Sr. Planner.

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**Item 4:**

Public Hearings for Zoning and Special Use Permits were next on the agenda. There were two items for consideration:

- B. Public Hearing:** Consideration of a Special Use Permit for a Gasoline Service Station; on an Approximately 1.379-Acre Tract of Land; Located at the Northeast Corner of FM 544 and Old Denton Rd. (FM 2281), Further Identified as Lot 1R, Block M, Wyndale Meadows Addition Phase I; as Requested by Karen Mitchell of Mitchell Planning Group, LLC on Behalf of Parker Denton Crossing, L.P., the Property Owner. (Case No. SUP-2016-08-07).

Staff gave an overview of the proposed gas station Special Use Permit request indicating that the previous request was withdrawn by the applicant prior to going before City Council in order to meet with area residents to discuss their concerns related to the proposal. The applicant has since resubmitted the application for consideration. The site is located at the northeast corner of FM 544 and Old Denton Road and was previously part of a larger tract of land. It has since been replatted and is a stand-alone lot. Staff gave an overview of the proposed building, the upgraded gas canopy, the proposed monument sign and other signage proposed for the site, the proposed landscaping and screening of the site. The applicant is proposing to provide an additional 25-ft landscape strip at the rear of the site with 11 trees that will also add to screening in addition to the masonry screening wall. Staff also provided the Commissioners with e-mails received from individuals both opposed and not opposed to the SUP request as well as a letter provided by SJR Planning Consultants, hired by the property owner to work with the residents of Wyndale Meadows.

Karen Mitchell of Mitchell Planning Group, LLC., the applicant, provided a presentation with information on the proposed distances from the HOA lot and other residential lots in the neighborhood. She addressed the upgraded architecture for the store and canopy as well as traffic concerns and its location next to a major highway and traffic carriers. She outlined the fume recovery system and described how the technology has improved both in the gas delivery and in the cars themselves, aiding in vapor recovery. She also described how 7-Eleven was an industry leader in deterring crime. Karen also spoke about property values in the neighboring communities

of Frisco and Southlake with similar situations as proposed. She indicated that the applicant was proposing \$300,000 in mitigation measures. Karen asked to be able to provide a rebuttal once the public had an opportunity to speak. Commissioner John Lyng asked for details related to the fuel tanks and lighting proposed. Mr. Gary Fullington of Parker Denton Crossing stated that the tanks would be double walled and monitored as well as the lines. Mr. Fullington was not aware of any issues with the system and indicated that if there was a leak that an alarm would be triggered and the system would shut down. He indicated that the tanks belonged to 7-Eleven and that they are very responsive. He also described the dark sky lighting proposed for the site. Commissioner Alvin Turner asked how often the tanks are monitored. Mr. Fullington indicated that the tanks are monitored continuously 24/7 and that they are also required to log the monitoring and keep a detailed inventory of what goes in and out of the tanks.

Chairman Davis opened the public hearing. Mr. Mostafa Setayer, the developer of the project spoke in favor of the request and indicated there are sensors throughout the system/process that monitor the tanks and dispensers. He also outlined the required testing for the tanks.

The following 22 people spoke in opposition to the requested Special Use Permit:

- June Kim – 2286 Wind Meadow Lane
- Nelson Ashade – 2287 Prairie Glen Street
- Hannah Deva – 2300 Wind Meadow Lane
- Katie Pham – 2290 Prairie Wind Path
- Son Pham – 2290 Prairie Wind Path
- Kim Corbin – 322 Prairie Hill Trail
- Saravanan Palaniappan – 2290 Wind Meadow Lane
- Justin Lovett – 2285 Breeze Dale Path
- Angela Payne – 2298 Breeze Dale Path
- Amit Trivedi – 316 Wyndale Path
- Jon Saine – 2292 Breeze Dale Path
- Siva Chilakpati – 2288 Wind Meadow Lane
- Bhoomaiah Patha – 334 Wyndale Drive
- Carmen Jezercak – 2293 Wind Meadow Lane
- Venkata Kothamasu – 336 Wyndale Drive
- Vamsi Akula – 2292 Wind Meadow Lane
- Sankara Rao Patibandla – 328 Wyndale Drive
- Mel Saine - 2292 Breeze Dale Path
- Krunalkumar Patel – 2297 Wind Meadow Lane
- Srinivasa Garre – 348 Wyndale Drive
- Aneitha – 2290 Wind Meadow Lane
- Faisal Ali – 310 Wyndale Drive

The residents who spoke at the meeting had concerns over the proximity of the gas station in relation to the HOA lot containing the pool and playground for the residents since they use the area year round. The recurring comments related to the effects of fumes on residents at the pool

and playground, the possibility of the gas tanks exploding, the possible exposure to benzene and health risks, fuel spills and leaks, loss of privacy, increase noise and crime, decrease in property values, increase in traffic and cut-through traffic, the location of other gas stations within minutes of this site. There being no one else present to speak the public hearing was closed.

Karen Mitchell addressed the Commissioners and the residents and clarified that her comments about the use of the HOA lot for only a portion of the year was referencing the use of the pool for only a portion of the year. She also indicated that her team tried to reach the main neighborhood contacts and were told that the neighbors did not want to meet. She also confirmed that the property value information was obtained from the Denton Central Appraisal District and that there are provisions built into the SUP that could rescind or terminate the SUP under certain circumstances. William Meredith asked about additional screening. Karen indicated that they would be willing to make the masonry wall eight feet in height in lieu of the required six foot in height wall. Karen also discussed the other types of uses allowed by right in GB zoning and that the residents would have no say in how the site was developed.

Kristen Green indicated that this was a tough case and she appreciated the information by the applicant and the neighbors voicing their concerns. She went through the items of concern such as the traffic, which was horrendous in her opinion, but that the gas station does not generate a new trip but is done on the way to somewhere else versus a trip to a restaurant or pharmacy which is a new trip generator. She also discussed the issue of fumes but received information to address those concerns. She was more concerned over cars idling in a drive thru that could be built up against the property line or the proximity of the site to SH 121 with the existing heavy traffic. Regarding the concerns about crime, she did not feel there was enough data to compare. She had more concerns about someone being able to build a multi-story building and being able to look into the pool area than the proposed one-story convenience store. John Lyng indicated that he was in favor of the proposal and that he lived close to an older 7-Eleven that had two churches and a school with a playground nearby and he has not seen explosions or gun shots come from that site. He empathized with the residents but believes that the developer has made efforts to mitigate their concerns. Alvin Turner wondered if a different location on the existing northeast corner would change the residents' opinion. William Meredith asked if the developer would be willing to provide a taller screening wall and or more fencing. Staff indicated that the requirements would be applicable only to the lot being developed and under the SUP. William Meredith asked about additional screening and Karen indicated that they would consider making the masonry wall eight feet in height in lieu of the required six foot in height wall. MaryEllen Miksa empathized with the residents and appreciated the developer's mitigation efforts. James Davis reiterated that the entire site, including the residential area was at one time all zoned GB and was only recently rezoned to allow for some commercial development. He also explained that the SUP process allowed the residents input into the possible development of this site but in the case of other uses that don't require the SUP, they would not have any input over the development. A motion was made by John Lyng to recommend approval of the SUP with the condition that the required masonry screening wall be increased from six feet (6') to eight feet (8') in height, seconded by William Meredith. The motion passed unanimously (6-0). Staff indicated that this item would be going before the City Council on August 15<sup>th</sup> for a second public hearing and a final decision.

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## **SECTION 17-22. - "GB" GENERAL BUSINESS DISTRICT REGULATIONS**

- (a) *Use.* A building or premise shall be used only for office, retail and service uses which are primarily retail in nature including, but not limited to:
- (1) Any use permitted in district "LC" as regulated in said district.
  - (2) Auto, boat, motorcycle, recreational vehicle or mobile home display, sales (outdoor) and/or repair (SUP required)
  - (3) Bakeries.
  - (4) Building material sales with outside storage or display, including lumber yards (SUP required).
  - (5) Business or commercial schools.
  - (6) Clinic, medical and dental, and professional offices.
  - (7) Carpentry, painting, plumbing or tinsmithing shop fully enclosed within a building.
  - (8) Cleaning, laundry and dyeing plants fully enclosed within a building.
  - (9) Creamery, ice cream manufacturing and dairy operations fully enclosed within a building.
  - (10) Farm implement display and sales room. (outdoor) (SUP required).
  - (11) Hotels, motels and inns.
  - (12) Mortuaries with or without crematoriums. (SUP required).
  - (13) Office buildings.
  - (14) Pet shops, retail, fully enclosed within a building.
  - (15) Printing, engraving and newspaper plants, fully enclosed within a building.
  - (16) Radio or television broadcasting station or studio with broadcasting towers (SUP required).
  - (17) Retail stores, fully enclosed within a building.
  - (18) Veterinarian or animal hospital with outdoor kennel or exercise runs (SUP required).
  - (19) Bowling alley and other commercial amusement (indoor) uses, fully enclosed within a building.
  - (20) Church worship facilities.
  - (21) Uses similar to the above mentioned permitted uses, provided activities conducted wholly inside a building and observe the requirements of all city ordinances.
  - (22) Temporary buildings for uses incidental to construction work on the premises, which buildings shall be removed upon the completion or abandonment of construction work.
  - (23) Accessory buildings and uses customarily incidental to any of the above uses, provided that such not be objectionable because of odor, smoke, noise, vibration or similar nuisance. Open storage shall be considered an accessory use but no more than ten percent (10%) of the platted lot may be used for outside storage, including access and maneuvering areas for moving the stored items.
  - (24) Dwelling units of 850 square foot minimum size when located over a retail, restaurant or similar use on the first floor (SUP required).
  - (25) Private Utility Plants or Sub-stations (including alternative energy) (SUP required).
  - (27) Cemetery, columbarium, mausoleum and accessory uses (SUP required).
  - (28) Commercial amusement, outdoor (SUP required).
  - (29) Drive-in theater (SUP required).
  - (30) Flea market, outdoor (SUP required).
  - (31) Helipad, helistop or landing strip (SUP required).
  - (32) Kennels with outdoor runs (SUP required).
  - (33) Nightclub, bar. (SUP required).
  - (34) Brewery, distillery, or winery.
  - (35) Hotels, motels and inns with rooms containing a cooktop or oven (SUP required).
- (b) *Height.* No building shall exceed in height the width of the street on which it faces plus the depth of the front yard. On a lot adjoining a residential district, no building shall exceed forty-five (45) feet in height, except that this height may be increased up to the maximum of twelve (12) stories or one hundred eighty (180) feet at the rate of two (2) feet of additional height for each one (1) foot of additional setback from required yard lines. In no event, however, shall the portion of a building located within one hundred fifty (150) feet of any property zoned for residential purposes exceed the height allowed in that residential zoning district.
- (c) *Area.*

(1) *Size of yards.*

- a. *Front yard.* There shall be a front yard having a minimum depth of twenty-five (25) feet. No parking, storage or similar use shall be allowed in required front yards in district "GB", except that automobile parking (including automobile dealer display parking) will be permitted in such yards if separated by at least twenty-five (25) feet from any residential district.
- b. *Side yard.* A side yard of not less than fifteen (15) feet in width shall be provided on the side of a lot adjoining a side street. A side yard of not less than ten (10) feet in width shall be provided on the side of a lot adjoining a residential district. The required side yard shall be waived when a screening device is installed in accordance with the city's general development ordinance. The building itself can serve as a portion of the screening device when that portion of the building exterior is constructed of the same materials as the screening device. No parking, storage or similar use shall be allowed in any required side yard or in any side street yard adjoining a residential district.
- c. *Rear yard.* No rear yard is required, except that a rear yard of not less than twenty-five (25) feet in depth shall be provided upon that portion of a lot abutting or across a rear street from a residential district, except that such yard requirement shall not apply where the property in the residential district also backs up to the rear street. The required rear yard shall be waived when a screening device is installed in accordance with the city's general development ordinance. The building itself can serve as a portion of the screening device when that portion of the building exterior is constructed of the same materials as the screening device.

(2) Reserved.

- (d) *Outside Storage Regulations.* In all zoning districts where outside storage yards are allowed, such storage yards shall be screened from view in accordance with the standards outlined in the city's general development ordinance. This provision applies to all outside storage which began after the original date of passage of this provision (April 4, 1994). Any variance request involving the requirements or standards relating to such required screening devices shall be considered by the city council in accordance with the city's general development ordinance. Areas which are used for infrequent and temporary storage for a period of thirty (30) days or less per year shall not be deemed as storage yards.

## **SECTION 17-21. - "LC" LOCAL COMMERCIAL DISTRICT REGULATIONS**

- (a) *Use.* A building or premise shall be used only for indoor, neighborhood office, retail, and services which are primarily retail in nature, including, but not limited to:
- (1) Any use permitted in district "OD" as regulated in said district.
  - (2) Grocery stores.
  - (3) Barber and beauty shops.
  - (4) Book, card, gift and stationary stores.
  - (5) Dry cleaning and laundry services.
  - (6) Gasoline service stations (SUP required).
  - (7) Minor automobile services including tune-up and repair services, tire stores and car washes, providing there is no overnight outside storage of vehicles (not including transmission or body shops) (SUP required).
  - (8) Restaurants.
  - (9) Florists.
  - (10) Video rental stores, movie theaters and other indoor amusements.
  - (11) Church worship facilities.
  - (12) Buildings and uses owned or operated by public governmental agencies.
  - (13) Other retail, office and service uses of a similar nature provided that the business establishment supplies the everyday needs of the immediate neighborhood and is subject to the following conditions:
    - a. There is no outside display and storage of merchandise or vehicles, except for the incidental and occasional sale of merchandise outside the building for periods not to exceed thirty (30) days (i.e. Christmas tree sales and sidewalk sales, etc.).
    - b. That required yards not be used for display, sale or storage of merchandise, or for the storage of vehicles, equipment, containers or waste material.
    - c. That such use not be objectionable because of odor, excessive light, smoke, dust, noise, vibration, or similar nuisance.
  - (14) Temporary buildings for uses incidental to construction work on the premises, which buildings shall be removed upon the completion or abandonment of construction work.
  - (15) Accessory buildings and uses customarily incidental to any of the above uses, provided that such not be objectionable because of odor, smoke, dust, noise, vibration or similar nuisance.
  - (16) Private Utility Plants or Sub-stations (including alternative energy) (SUP required).
  - (17) Cemetery, columbarium, mausoleum and accessory uses (SUP required).
  - (18) Beverage container recycling collection facility (SUP required).
  - (19) Kiosks, including water and ice sales (SUP required).
  - (20) Private stadium/arena/sports field (SUP required).
  - (21) Communication Towers (SUP required).
  - (22) Plant Nursery (Retail Sales) (Indoor)
  - (23) Plant Nursery (Retail Sales) (With Outdoor Display or Storage) (SUP required).
- (b) *Height.* No building shall exceed forty-five (45) feet or three (3) stories in height, except that a building may be erected to a height of eighty (80) feet and eight (8) stories if set back from all required yard lines a distance of one (1) foot for each two (2) feet of additional height above forty-five (45) feet. In no event, however, shall the portion of a building located within one hundred fifty (150) feet of any property zoned for residential purposes exceed the height allowed in that residential zoning district.
- (c) *Area.*
- (1) *Size of yards.*
    - a. *Front yard.* There shall be a front yard having a minimum depth of twenty-five (25) feet. No parking, storage or similar use shall be allowed in required front yards in district "LC", except that automobile parking will be permitted in such yards if separated by at least twenty-five (25) feet from any residential district.
    - b. *Side yard.* A side yard of not less than fifteen (15) feet in width shall be provided on the side of a lot adjoining a side street. A side yard of not less than ten (10) feet in

width shall be provided on the side of a lot adjoining a residential district. The required side yard shall be waived when a screening device is installed in accordance with the city's general development ordinance. The building itself can serve as a portion of the screening device when that portion of the building exterior is constructed of the same materials as the screening device. No parking, storage or similar use shall be allowed in any required side yard or in any side street yard adjoining a residential district.

- c. *Rear yard.* No rear yard is required, except that a rear yard of not less than twenty-five (25) feet in depth shall be provided upon that portion of a lot abutting or across a rear street from a residential district, except that such yard requirement shall not apply where the property in the residential district also backs up to the rear street. The required rear yard shall be waived when a screening device is installed in accordance with the city's general development ordinance. The building itself can serve as a portion of the screening device when that portion of the building exterior is constructed of the same materials as the screening device.

(2) *Reserved.*

## **SECTION 17-29.5 - "SUP" SPECIAL USE PERMIT**

(a) *Purpose.*

The special use permit (SUP) provides a means for evaluating land uses identified in this ordinance to ensure compatibility with adjacent properties. The intent of the special use permit process is to allow consideration of certain uses that would typically be incompatible or intensely dominate the area in which they are located, but may become compatible with the provision of certain conditions and restrictions.

(b) *Application submittal and approval process.*

(1) Application for an SUP shall be processed like an application for rezoning. An application shall not be complete and shall not be scheduled for a public hearing unless the following are submitted along with the application:

- a. A scaled development plan depicting the items listed in Section 17-29.5(b)(2);
- b. A meets and bounds description of the property boundary;
- c. A narrative explaining how the property and use(s) will function;
- d. Colored elevations of the building and other structures including dimensions and building materials;
- e. A Landscaping Plan, meeting the requirements of Section 6-124 of the Lewisville Code of Ordinances;
- f. A Tree Survey and Mitigation Plan if required by Section 6-125 of the Lewisville Code of Ordinances;
- g. Detailed elevations and descriptions of proposed signage;
- h. An exhibit illustrating any requested variances; and
- i. Any other information, drawings, operating data or expert evaluations that city staff determines are necessary to evaluate the compatibility criteria for the proposed use and development.

(2) The development plan submitted along with an SUP application must include the following:

- a. The layout of the site;
- b. A north arrow;
- c. A title block including project name, addition, lot, block, acreage, and zoning classification of the subject property;
- d. Name, address, and phone number for applicant, developer, owner, builder, engineer, and/or surveyor;
- e. Building location, property lines, and setbacks;
- f. Summary tables listing building square footage, required parking, and required landscaping;
- g. Locations of utility easements, if applicable;
- h. Zoning and ownership of adjacent properties;
- i. Easements, deed restrictions, or encumbrances that impact the property;
- j. Median openings, traffic islands, turning lanes, traffic signals, and acceleration and deceleration lanes;
- k. Streets, alleys, and easements adjacent to the site;
- l. Driveways and sidewalks;
- m. Parking configuration, including maneuvering lanes and loading areas;
- n. Location and details of dumpsters and screening devices; and
- o. Location of all proposed signage.

(3) Variances from the regulations of the city's General Development Ordinance may be granted at the discretion of the city council as part of the SUP approval. The granting of an SUP has no effect on uses permitted by right and does not waive the regulations of the underlying zoning district.

- (4) The planning and zoning commission or the city council may require additional information or drawings, operating data or expert evaluation or testimony concerning the location and characteristics of any building or uses proposed.
- (5) The planning and zoning commission, after holding a public hearing, shall recommend to the city council approval or denial of each SUP along with any recommended conditions. The city council shall review each case on its own merit, apply the compatibility criteria established herein, and if appropriate, grant the special use permit for said use(s).
- (6) Completion of a development plan for the SUP does not waive the requirement to provide an engineering site plan in accordance with the General Development Ordinance.

(c) *Compatibility criteria for approval.*

The planning and zoning commission shall not recommend approval of, and the city council shall not grant an SUP for a use except upon a finding that the use will:

- (1) complement or be compatible with the surrounding uses and community facilities and any adopted comprehensive plans or small area plans;
- (2) contribute to, enhance, or promote the welfare of the area of request and adjacent properties;
- (3) not be detrimental to the public health, safety, or general welfare; and
- (4) conform in all other respects to all zoning regulations and standards.

(d) *SUP conditions.*

The planning and zoning commission may recommend and the city council may adopt reasonable conditions upon the granting of an SUP consistent with the purpose and compatibility criteria stated in this section. The development plan, however, shall always be attached to and made a condition of the SUP. The other documents submitted with the SUP application may also be made conditions of the SUP.

(e) *Amendments, enlargement, modifications or structural alterations.*

- (1) Except for minor amendments, all amendments, enlargements, modifications or structural alterations or changes to the development plan shall require the approval of a new SUP. The city manager or his designee may authorize minor amendments to the development plan that otherwise comply with the SUP ordinance and the underlying zoning and do not:
  - a. Alter the basic relationship of the proposed development to adjacent property;
  - b. Increase the maximum density or height shown on the original development plan;
  - c. Decrease the number of off-street parking spaces shown on the original development plan; and/or
  - d. Reduce setbacks at the boundary of the site as specified by a building or setback line shown on the original development plan.
- (2) For purposes of this subsection, "original development plan" means the earliest approved development plan that is still in effect, and does not mean a later amended development plan. For example, if a development plan was approved with the specific use permit and then amended through the minor amendment process, the original development plan would be the development plan approved with the specific use permit, not the development plan as amended through the minor amendment process. If, however, the development plan approved with the specific use permit was replaced through the zoning process, then the replacement development plan becomes the original development plan. The purpose of this definition is to prevent the use of several sequential minor amendments to circumvent the zoning amendment process.

- (3) Although the city manager or his designee has the authority to grant minor amendments to the development plan, they are not obligated to do so. The city manager or his designee shall always maintain the discretion to require city council approval if he feels that it is within the public's interest that city council consider the amendment, enlargement, modifications, or structural changes at a public hearing.

(f) *Compliance mandatory with written requirements.*

- (1) No special use permit shall be granted unless the applicant, owner, and grantee shall be willing to accept and agree to be bound by and comply with the written requirements attached to the development plan drawings and approved by the city council.
- (2) A special use permit shall be transferable from one owner or owners of the subject property to a new owner or occupant of the subject property, however all regulations and conditions of the SUP shall remain in effect and shall be applicable to the new owner or occupant of the property.

(g) *Timing.*

All development plans submitted for review will be on the city's active list for a period of 90 days from the date of each submittal. After the 90-day period, a project will be considered abandoned and removed from the file. A building permit shall be applied for and secured within 180 days from the time of approval of the special use permit provided that the city may allow a one-time extension of the SUP for another 180 days. A SUP shall expire six months after its approval or extension date if no building permits have been issued for the site or if a building permit has been issued but has subsequently lapsed. Work must be completed and operations commenced within 18 months of approval.

(h) *Zoning map.*

When the city council authorizes granting of a special use permit the official zoning district map shall be amended according to its legend to indicate that the affected area has conditions and limited uses, said amendment to indicate the appropriate zoning district for the approved use, and suffixed by an "SUP" designation. A log of all special use permits shall be kept by the city.

(i) *Rescind and terminate a special use permit.*

City council may rescind and terminate an SUP after a public hearing if any of the following occur:

- (1) That one or more of the conditions imposed by the SUP has not been met or has been violated.
- (2) The SUP was obtained through fraud or deception.
- (3) Ad valorem taxes on the property are delinquent by six months or more.
- (4) Disconnection or discontinuance of water and/or electrical services to the property.
- (5) Abandonment of the structure, lease space, lot, or tract of land for 180 days or more. (For the purpose of this section, "abandon" shall mean to surrender occupancy by vacating or ceasing to operate or inhabit such property.)

This Section (Office Use Only)	
Case:	
PZ:	CC:
Sign/s Picked Up By:	



**LEWISVILLE**

**SPECIAL USE PERMIT (SUP)  
APPLICATION**

<b>Owner/s (name):</b> Gary Fullington	
<b>Company Name:</b> Parker Denton Crossing, L.P.	
<b>Mailing Address:</b> 10755 Sandhill Road, Dallas, Texas 75238	
<b>Work #:</b> (214) 343-9400	<b>Cell #:</b> (972) 339-0474
<b>E-Mail:</b> gfullington@prudentdevelopment.com	
<b>Owner Signature</b> (Owner/s Must Sign or Submit Letter of Authorization): <i>[Signature]</i>	<b>Date:</b> June 20, 2016
<b>Printed Name:</b> Gary Fullington	

<b>Applicant/Agent (name):</b> Karen K. Mitchell	
<b>Company Name:</b> Mitchell Planning Group, LLC	
<b>Mailing Address:</b> 7823 Nine Mile Bridge Road, Fort Worth, Texas 76135	
<b>Work #:</b> (817) 237-4467	<b>Cell #:</b> (817) 797-9134
<b>E-Mail:</b> kmitchell@mitchellplanninggroup.com	
<b>Applicant/Agent Signature</b> <i>[Signature]</i>	<b>Date:</b> 6/20/16
<b>Printed Name:</b>	

<b>Current Zoning:</b> GB(General Business)	<b>Requested Zoning:</b> GBw/SUP for Fuel Sales	<b>Acres:</b> 1.377
<b>Legal Description (Lot/ Block/Tract/Abstract):</b> Wyndale Meadows Addition, PH I, Block M, Lot 1 (1.377 acres out of 4.06 acres of land).		
<b>Address/Location:</b> NEC Parker Road (F.M. 544 & Old Denton Road (F.M. 2281))		

**Application and Sign Fees:**

	Less than 1/2 acre	\$ 150.00
X	1/2 acre up to 4.99 acres	\$ 250.00
	5 acres up to 24.99 acres	\$ 400.00

	25 acres up to 49.99 acres	\$ 750.00
	50 acres up to 99.99 acres	\$1,000.00
	100 acres and more	\$1,500.00

Qty: <u>Have already</u>	<b>SUP Signs - \$36 each.</b> 1 sign required for each 5 acres (max. 5 per site)	\$ <u>N/A</u>
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Sign(s) must be posted a minimum of ten (10) days prior to the Planning & Zoning hearing date.

<b>Amount Due</b> (application & sign fee)	\$ <u>250.00</u>
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July 25, 2016

Dear City of Lewisville Planning & Zoning Commission:

SJR Planning Consultants, LLC was hired by Parker-Denton Crossing LP to work with residents of Wyndale Meadows subdivision to gain support regarding an application for SUP for Gasoline Service Stations to build a 711 convenience store and 6 fuel pumps at the corner of Old Denton Road and Parker Road in Lewisville.

- We initially contacted 15 households that had shown up in opposition to this request (which resulted in the applicant withdrawing this request) at a previous Planning & Zoning Commission meeting to request a meeting to answer questions, clarify misconceptions and find a solution that would work for the residents while allowing our client to use their property for a compatible and common use on a corner lot at the intersection of two major arterials in proximity to a major freeway (SH- 121).
- We got a response from only 2 households interested in working with us, however both called back to say that while they understood our request and were supportive of it with the masonry wall raised to 8 feet they could not openly support the request due to the fear of upsetting the other households in opposition.
- The 2 households also tried to convince the neighbors to meet with the developer to find a mutually beneficial solution and were told that they would not work with a gas station use and would sue the City/developer if this was allowed.
- We then went door to door and spoke with some of the neighbors not on the opposition list and found 3 households willing to support this request in writing (see attached).
- One of the households that has sent an e-mail in support also verbally assured us of the support of 2 other properties in the neighborhood that belong to family members.
- One of the households that have signed a letter of no opposition requested that the identities of the householders supporting the request be kept private as they were worried about facing negative reactions/repercussions towards these households.

**During our door to door trips the common themes and pertinent information that was revealed was:**

- Someone connected with one of the households in opposition is interested in buying this entire property.
- Most of the neighbors did not understand that they could only object to uses that require a SUP but did not have power/ability to agree or disagree all potential users on this property;
- Most of the neighbors appeared scared to sign a support letter for the fear that their neighbors that were in opposition - 5 additional neighbors appeared to have no objection to this request but they would not sign support letters or appear in front of the commission.
- The property owners in this subdivision are unhappy with Lennar Homes for not building an entry feature and a wall between residential and commercial zoning.

In spite of the intimidation issue and the conflict of interest in wanting to buy property where one is opposing development on the property, the request has gained 7 verbal support and 3 support letters in writing.

Hope this update regarding any opposition from this neighborhood will prove helpful as you consider this request.

**XERXES**<sup>®</sup>  
a **ZCL** company

## Fiberglass Underground Storage Tanks for Petroleum Applications



making a **lasting** difference<sup>®</sup>

[www.xerxes.com](http://www.xerxes.com)

## Xerxes® Corporation – A trusted brand for more than 30 years



### Xerxes History

Xerxes Corporation is widely viewed today as the leading manufacturer of underground storage tanks in the United States. Established in 1979, Xerxes has forged strong brand loyalty built on a reputation for innovation and the highest quality products and services.

Like most market leaders, we have a long history of design innovation including development of the first UL-listed double-wall fiberglass tank. We followed that with the introduction of a second-generation double-wall design, which for the first time incorporated a factory-installed hydrostatic monitoring system. This method of leak detection has become the most popular form of monitoring fiberglass underground tanks. More recently, we further improved our tank design by incorporating Parabeam®, a unique and proprietary three-dimensional glass fabric. Parabeam bonds the primary and secondary walls of our double-wall tank together for greater structural integrity, while also allowing for a free-flowing, clearly defined interstice between the two walls. Industry-leading innovations such as these, plus many others, are why petroleum equipment distributors, fuel marketers and commercial accounts rely on Xerxes for safe underground storage tank products.

### One Company – Two Trusted Brands

Today, Xerxes is part of the ZCL® Composites group of companies manufacturing underground and aboveground fiberglass tanks for a wide range of applications, primarily petroleum products. ZCL Composites (ZCL) is a publicly traded company on the Toronto Stock Exchange (TSX: ZCL). Established in 1987, ZCL began manufacturing fiberglass tanks in Canada. Like Xerxes in the United States, ZCL's growth and the popularity of fiberglass tanks in Canada has been steady. Combined, the Xerxes brand in the United States and the ZCL brand in Canada make us North America's largest manufacturer of underground storage tanks. We service our underground storage tank customers from six strategically located North American manufacturing plants, four in the United States and two in Canada. Our extensive geographic coverage gives us unmatched ability to cost-effectively deliver tanks anywhere in North America. With more than 200,000 tanks installed, our position as the industry's leading manufacturer of underground storage tanks strengthens each year.

## Benefits of Xerxes fiberglass underground storage tanks



### Why choose a fiberglass tank?

Since their introduction in the 1960s, fiberglass underground tanks have rapidly grown in popularity. It was becoming clear that rusting steel tanks were leaking and creating serious environmental damage. Therefore, the initial focus of fiberglass manufacturers was to design storage vessels that weren't vulnerable to the effects of external corrosion.

Throughout the 1980s, major oil companies and other large fuel marketers quickly began to realize the benefits of fiberglass over steel underground tanks. Today the preference for fiberglass tanks reaches across all segments of the market and includes those who specify, install and own underground storage tanks. Further, the recognized benefits of fiberglass extend well beyond external corrosion protection. Today, with a greater industry-wide understanding of the increased regulatory burden and risks associated with storage tanks, tank buyers are much more educated and sophisticated in their product selection.

### Consider the following features and benefits:

**Corrosion Resistance** – External corrosion protection will always be a concern, but, with the widespread use of ethanol-blended gasoline (E10, E15, E85), biodiesel fuels and ultra-low sulfur diesel (ULSD), the focus has shifted to internal corrosion protection. These new biofuels are creating increasing incidents of aggressive microbial-induced corrosion (MIC) of metal components in fueling systems. Fiberglass tanks are not vulnerable to internal corrosion caused by MIC. Neither do they rust externally due to corrosive soil environments.

**Fuel Compatibility** – In addition to creating corrosive conditions in tanks, new ethanol-blended fuels today also raise questions regarding compatibility of the stored fuel with tank materials. Xerxes double-wall fiberglass tanks are not only warranted for the full range of ethanol-blended gasoline, they are also UL-tested and UL-listed as compatible with 0-100 percent ethanol storage. This is a very clear and distinct difference from steel storage tanks.

**Track Record** – With hundreds of thousands of tanks installed throughout North America during the last three decades, fiberglass tanks have an outstanding record of both protecting the environment and minimizing tank owners' risk. The great majority of new underground tanks installed today for North America's largest fuel retailers and commercial fleet facilities are fiberglass tanks. After exploring their options and evaluating years of product performance, these tank owners overwhelmingly continue to choose fiberglass.

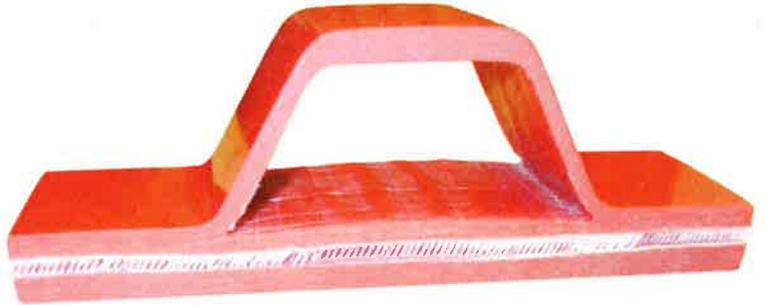
## Why choose a Xerxes tank?

During the last three decades, Xerxes has gained a worldwide reputation as a leader in underground storage tank technology. Since its inception in 1979, Xerxes has steadily grown from a tank manufacturer with a small market share to its role today as the market leader. This recognition can be attributed to the many experienced Xerxes employees who strive to not only meet but to exceed our customers' requirements. Equally significant is the quality of the tanks and related products that we manufacture.

Underground storage tanks are not commodity products. Xerxes storage tanks offer customers a number of unique and significant design and performance differences superior to both competitive fiberglass tanks and steel tanks.

### Consider the following:

**Rib Design** – Circumferential ribs are an important design element of any fiberglass underground vessel. Therefore, the rib geometry and how it's incorporated into the cylinder, or tank itself, is an important consideration for designers and customers as they compare products. In the Xerxes design, with its consistent, high-profile rib structure, ribs are fabricated directly into the tank cylinder – not as a secondary step in the process. This increases the overall strength of the tank and results in a structurally superior product.



**Parabeam® Construction** – As part of our history of continuous improvement, Xerxes introduced Parabeam, a unique and proprietary three-dimensional glass fabric, into its underground tank design. Parabeam enhances overall structural integrity by creating a bond between the primary and secondary cylinder walls, while providing a free-flowing interstitial space for monitoring capabilities. Another important benefit is the elimination of false alarms created by fluctuating reservoir levels that can be a recurring problem in other manufacturers' hydrostatically monitored tanks.



**Maintenance-Free** – Many manufacturers of steel tanks have reduced their warranty duration from 30 years to 10 years, and have incorporated language that requires ongoing maintenance and removal of water bottoms as a condition of warranty coverage. The presence of water in the bottom of fuel tanks is a common condition. Maintenance to frequently remove it can be expensive over both the short-term and long-term life of a tank, and can also leave an owner vulnerable to denied warranty claims should a steel tank corrode internally. Xerxes offers a 30-year limited warranty with no restrictions regarding water-bottom monitoring and removal.

**Company Stability** – Over the last 30 years, tank manufacturers have gone out of business or filed for bankruptcy and no longer provide warranty coverage. Customers who purchase underground tanks do so with the expectation that their tank will provide many years of trouble-free service, and that the manufacturer will be around to support its products and its warranties. Xerxes has a three-decade record of doing just that.

# TRUCHEK® – State-of-the-art continuous monitoring



TRUCHEK® hydrostatic tank monitoring for double-wall tanks is an easy, precise and reliable method for continuous leak detection and for tank-tightness testing. For two decades, TRUCHEK has been successfully monitoring thousands of tanks in many different types of installations.

## Continuous Monitoring

When you order a Xerxes double-wall tank with the TRUCHEK option, the interstice between the two tank walls is filled at the factory with a calcium-chloride fluid that also partially fills a reservoir, creating hydrostatic pressure throughout the interstice. An electronic probe placed in the tank's reservoir alarms when the fluid level either falls below or rises above the acceptable level. This increasingly popular method of leak monitoring gives tank owners greater peace of mind than the alternative method of using a simple liquid sensor, which often never detects an outer-wall breach. TRUCHEK has become the industry standard as a state-of-the-art technique for continuous monitoring.

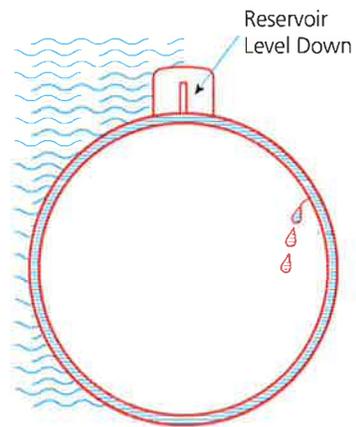
Changing regulations in some markets now require that new double-wall tanks have continuous leak detection using a constant vacuum, air pressure or hydrostatic pressure in the interstice. TRUCHEK is the ideal solution to this growing regulatory requirement.

## Tank Tightness

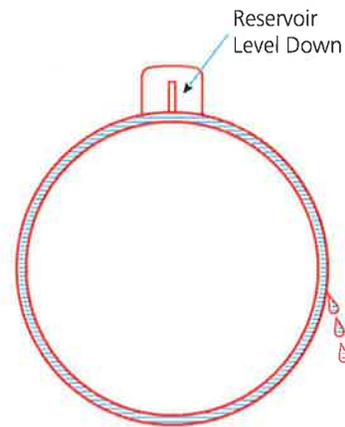
TRUCHEK also provides a simple, precise and reliable method to perform a tank-tightness test. The 10-hour tightness-test procedure meets the strict NFPA329 criteria. A shorter 4-hour test (while product is dispensing) exceeds EPA's criteria for a tank-tightness test.

## How does TRUCHEK work?

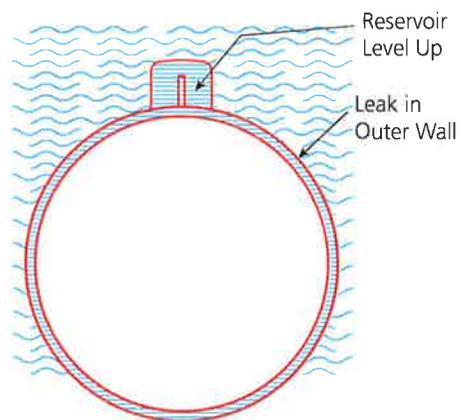
### Primary-Tank Leak in Wet Hole or Dry Hole



### Secondary-Tank Leak in Dry Hole



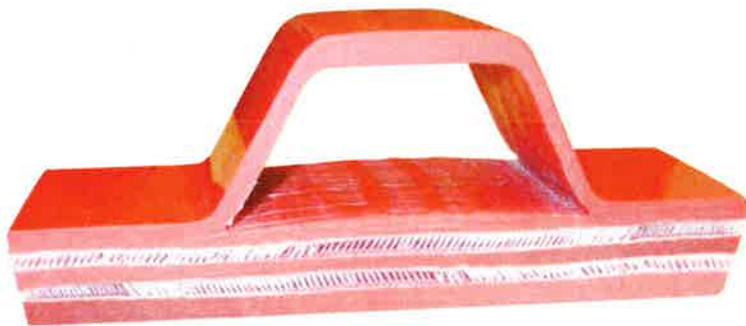
### Secondary-Tank Leak in Wet Hole



## Additional underground storage tank solutions

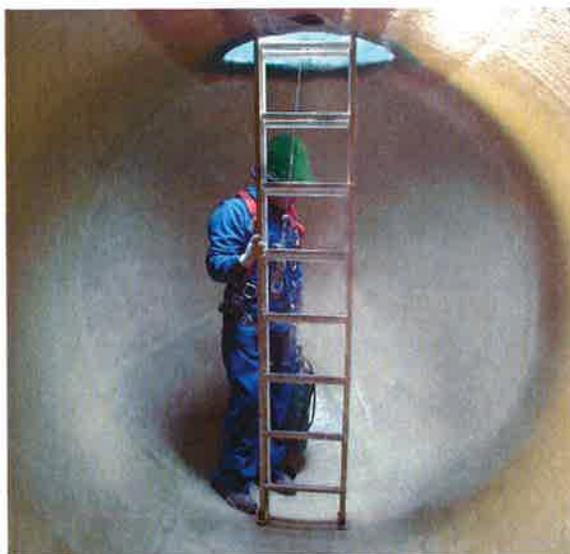
When a customer's needs go beyond the standard double-wall tank, Xerxes offers products that address a wide range of requirements. With a full line of tank accessories, we offer customers the most comprehensive range of solutions found in the petroleum equipment industry today. Please visit [www.xerxes.com](http://www.xerxes.com) for additional information on each of these products.

**Multicompartment Tanks** – These Xerxes tanks are a popular choice among retail gasoline marketers and fleet fueling owners. The ability to store two or three grades of fuel, or gasoline and diesel, in a single tank is particularly appealing when the amount of onsite space needed for multiple tanks is either not available or difficult to obtain. Customers may also find installation and insurance cost savings when using multicompartment tanks. The Xerxes double-wall multicompartment tank comes standard with a double-wall bulkhead, while other tank manufacturers require an upgrade to a double-wall bulkhead. Xerxes offers a wide range of capacity options in 6-, 8- and 10-foot-diameter models.



**Triple-Wall Tanks** – Some customers and regulatory agencies now require even more enhanced protection than double-wall tanks provide. Conditions that lend themselves to considering a triple-wall tank are sensitive groundwater aquifers, or nearby lakes or streams. The Xerxes UL-listed triple-wall tank, with an additional Parabeam interstice, is the innovative and cost-effective answer when this level of containment is required.

**The ZCL Phoenix System®** – In some situations, single-wall tanks that need to be upgraded to double-wall tanks offer site challenges that make removal of existing tanks either cost-prohibitive or extremely difficult. For instance, tanks are sometimes covered or surrounded by buildings, roads or rail lines. In such cases, converting a single-wall tank (either fiberglass or steel) into a double-wall tank might be done most efficiently with ZCL's Phoenix System. This ULC-listed system consists of two corrosion-resistant laminates with the proprietary Parabeam glass fabric between the laminates creating an interstitial space. The interstice can be either dry or hydrostatically monitored. The Phoenix System, applied onsite by trained installers, is biofuels compatible, including ethanol-blended fuels and biodiesels.



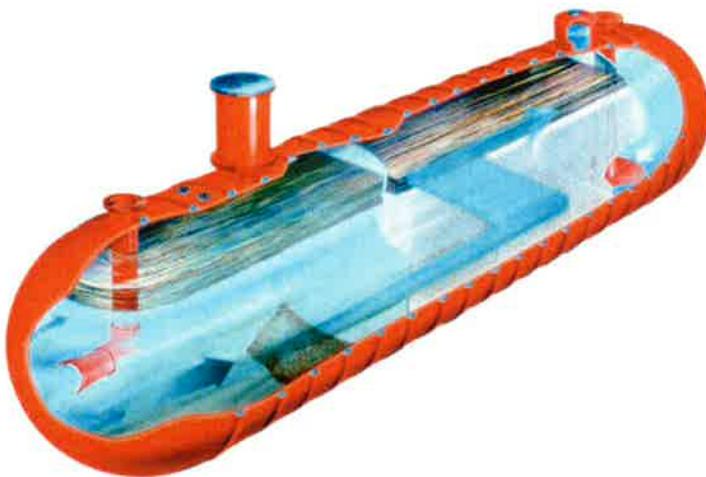
## Additional underground storage tank solutions



**Diesel Exhaust Fluid Tanks** – Demand for diesel exhaust fluid (DEF) is growing significantly as increasing numbers of commercial, passenger, rail and marine diesel engines that require the use of DEF enter the market. A Xerxes underground tank is the ideal solution for the very unique storage requirements that DEF presents. Unlike carbon steel tanks, a Xerxes fiberglass tank does not require special coatings or linings to protect the purity of the DEF product. Extensive testing with third-party laboratories was conducted to verify the suitability of long-term storage while maintaining product quality.

Xerxes uses stainless steel fittings, manway covers and striker plates on all tanks designed for DEF storage. A UL label is attached to all tanks that meet listing criteria. Each tank interior is thoroughly cleaned and then sealed to prevent contamination during shipping and installation.

In the relatively brief period of time that DEF has been used in North America, Xerxes has established a leadership role in introducing fiberglass tanks as the bulk storage vessel of choice. With more than 1,000 DEF tanks in service, customers are clearly putting their trust in Xerxes' design innovation capabilities.



**Oil/Water Separators** – With a fiberglass underground tank at the heart of the design, a Xerxes oil/water separator incorporates unique refinements within the vessel to create a separator that removes free-floating oils and settleable sands from oil/water mixtures. A properly sized polypropylene vertical-tube coalescer is designed to produce effluent quality of 10 ppm free-floating oil. A Xerxes oil/water separator is an excellent choice for managing water runoff from parking lots or equipment washdown stations. This product is also available with a UL 2215 listing.

## Storage tank accessories

Today's retail and commercial fueling facilities are sophisticated systems that are installed in a highly regulated environment. While the storage tank is the critical component in an underground fuel system, other important accessories are necessary in order to provide spill containment, tank anchoring, tank-top corrosion protection, leak detection and other important functions. Xerxes engineers have designed innovative, complimentary products that provide system designers and installers with cost-effective, easy-to-install accessories. Not all tank manufacturers provide the wide range of accessories that Xerxes offers. This is another example of how Xerxes' innovative spirit benefits customers.

As with many products, Xerxes tanks and accessories require proper installation to ensure that the customer receives the long-lasting, trouble-free performance that its products are designed for. To that end, Xerxes provides a comprehensive Installation Manual and Operating Guidelines document that outlines the easy, yet proper, steps necessary for a successful installation.



## Storage tank accessories



**Containment Sumps and Collars** – Sumps and collars are common accessories found on virtually all double-wall tanks installed today. Xerxes supplies optional, factory-installed containment collars that provide secondary containment around tank fittings and manways. Designed to be a custom match to the collar, the Xerxes containment sump comes in a variety of models and sizes, all engineered to accommodate different customer preferences and needs. Xerxes sumps and collars are also available in double-wall models that can be monitored with the reliable TRUCHEK hydrostatic monitoring system.

**Anchoring System** – Site-specific installation conditions generally dictate whether a tank-anchoring system is necessary. Some customers choose to anchor all their tanks. Xerxes offers a complete tank-anchoring system, including reinforced precast concrete deadman (designed to American Concrete Institute standards), fiberglass anchoring straps and galvanized turnbuckles. Each component is engineered to specific tank sizes and for ease of installation. In most cases concrete deadmen can be delivered on the same trailer as the tank. This both minimizes the shipping cost and assures that deadmen are ready for use when the tank is set.

**Hydrostatic Monitoring** – The image on page 8 illustrates the functional design of the highly effective TRUCHEK hydrostatic monitoring system. A “jacket” of calcium-chloride solution is factory-installed in the tank interstice and connected to a tank-top reservoir where the fluid level is monitored with a simple level sensor. The unique Parabeam construction of a Xerxes double-wall tank eliminates false leak alarms that can occur with other tank designs. In addition to its simple, yet highly effective, monitoring capabilities, TRUCHEK provides true continuous monitoring of both tank walls regardless of site conditions. This continuous-monitoring feature is increasingly attractive to state and federal regulators, and may become a requirement for all new double-wall tanks in the future.

# Guide Specifications for Xerxes Underground Petroleum Storage Tanks

## Short form:

The contractor shall provide a double-wall or triple-wall fiberglass reinforced plastic (FRP) UL-listed underground storage tank as shown on the drawings. The tank size, fittings and accessories shall be as shown on the drawings. The fiberglass tank shall be manufactured by Xerxes Corporation.

The tank shall be tested and installed according to the Xerxes Installation Manual and Operating Guidelines for Fiberglass Underground Storage Tanks in effect at time of installation.

## Long form:

### Part I: General

#### 1.01 Quality Assurance

##### A. Acceptable Manufacturer: Xerxes Corporation

##### B. Governing Standards, as applicable:

1. Underwriters Laboratories (UL) Standard for Safety 1316 Glass-Fiber-Reinforced Plastic Underground Storage Tanks for Petroleum Products, Alcohols, and Alcohol-Gasoline Mixtures. A UL label shall be attached to each tank.
2. National Fire Protection Association (NFPA) Standards: NFPA 30: Flammable and Combustible Liquids Code, NFPA 30A: Code for Motor Fuel Dispensing Facilities and Repair Garages, NFPA 31: Standard for the Installation of Oil-Burning Equipment.
3. City of New York Department of Buildings M.E.A., #161-89-M.
4. American Concrete Institute (ACI) standard ACI 318-11, Building Code Requirements for Structural Concrete.

##### C. Submittals

1. Contractor shall submit \_\_\_\_ copies of shop drawings, manufacturer's product brochures, and Installation Instructions.

### Part II: Products

#### 2.01 Double-Wall and Triple-Wall Fiberglass Reinforced Plastic (FRP) Underground Storage Tanks:

##### A. Loading Conditions – Tank shall meet these design criteria:

1. **Interstitial Pressure** – The interstitial space of the tank shall withstand a minimum 20-psig pressure test.
2. **Internal Load** – Tank shall withstand a 5-psig air-pressure test with a 5:1 safety factor.
3. **Surface Loads** – Tank shall withstand surface H-20 and HS-20 axle loads when properly installed according to Xerxes' current Installation Manual and Operating Guidelines.
4. **External Hydrostatic Pressure** – Tank shall be designed for 7' of overburden over the top of the tank, the hole fully flooded and a safety factor of 5:1 against general buckling.

##### B. Product Storage:

1. The primary compartment of double-wall and triple-wall tanks shall be vented and operated at atmospheric pressure only.
2. Tank shall be capable of storing liquids with a specific gravity up to 1.1.
3. Tank shall be capable of storing products identified in the manufacturer's standard limited warranty in effect at the time of purchase.

##### C. Materials:

1. The primary and secondary walls of the tank shall be manufactured with 100% premium resin and glass-fiber reinforcement. No sand or silica fillers shall be added to the resin.
2. The interstitial space between the primary and secondary walls shall be constructed with a glass reinforcement material such as Parabeam®, which provides a structural bond between the two tank walls, while creating a defined interstice that allows for free flow of liquid.

##### D. Tank Dimensions (Refer to Xerxes literature on gallonage):

1. Tank shall have nominal capacity of \_\_\_\_ gallons.
2. Tank shall have nominal outside diameter of \_\_\_\_ feet.
3. Tank shall have a nominal overall length of \_\_\_\_ feet/inches.

#### 2.02 Tank Monitoring System

##### A. General

1. Tank shall be continuously monitored with the TRUCHEK® hydrostatic leak monitoring system.
2. The continuous monitoring system shall include monitoring fluid factory-installed in the interstitial space and within a fiberglass tank-top mounted reservoir.
3. The monitoring system shall be recognized by the National Work Group on Leak Detection Evaluations (NWGLDE) as continuous leak detection and as a precision tank test.
4. The monitoring system shall be independently tested by a qualified third party and verified to be capable of detecting leaks as small as .05 gallons per hour when TRUCHEK tank-tightness test procedures are followed.

##### B. Design

1. The continuous monitoring system shall be designed to detect a leak in either the primary or secondary wall at all times, regardless of the water-table conditions at the installation site.
2. The interstice of the tank shall be designed for a 5:1 safety factor beyond normal hydrostatic operating pressure to ensure structural integrity and to prevent false leak alarms.

#### 2.03 Accessories

##### A. Tank Anchoring

1. Anchor straps shall be as supplied by tank manufacturer and designed for a maximum load of 25,000 lbs.
2. Galvanized turnbuckles (two per anchor strap) shall be supplied by the tank manufacturer.
3. Prefabricated concrete anchors shall be supplied by the tank manufacturer, designed to the ACI 318-11 standard, manufactured with 4,000 psi concrete, and shall have adjustable anchor points.

##### B. Manways

1. The standard manway shall be flanged, 22" I.D. and complete with UL-listed gaskets, bolts and covers as shown on tank drawings.

##### C. Threaded Fittings

1. All threaded fittings shall be NPT half or full couplings, in 2", 4" or 6" diameters.
2. Fittings shall be installed on the tank-top centerline or in the cover of the manway as shown on the tank drawings.

##### D. Containment Collars & Sumps

1. The tank shall have factory-installed 42"-or 48"-diameter containment collars as shown on the tank drawings.
2. Containment sumps in 42"-or 48"-diameter, provided by the tank manufacturer and designed for mounting on the containment collars, shall be supplied as shown on the tank drawings.
3. Adhesive shall be provided by the tank manufacturer with each containment collar and sump.
4. Containment collars and sumps shall be designed and supplied as a containment system. Only sumps provided by the manufacturer shall be allowed.

### Part III: Testing and Installation

#### 3.01 Testing

**A. Testing** – Tank shall be tested according to the Xerxes Installation Manual and Operating Guidelines in effect at time of installation.

#### 3.02 Installation

**A. Installation** – Tank shall be installed according to the Xerxes Installation Manual and Operating Guidelines in effect at time of installation.

### Part IV: Limited Warranty

#### 4.01 Limited Warranty

**A. Limited Warranty** – Warranty shall be manufacturer's standard limited warranty in effect at time of purchase.

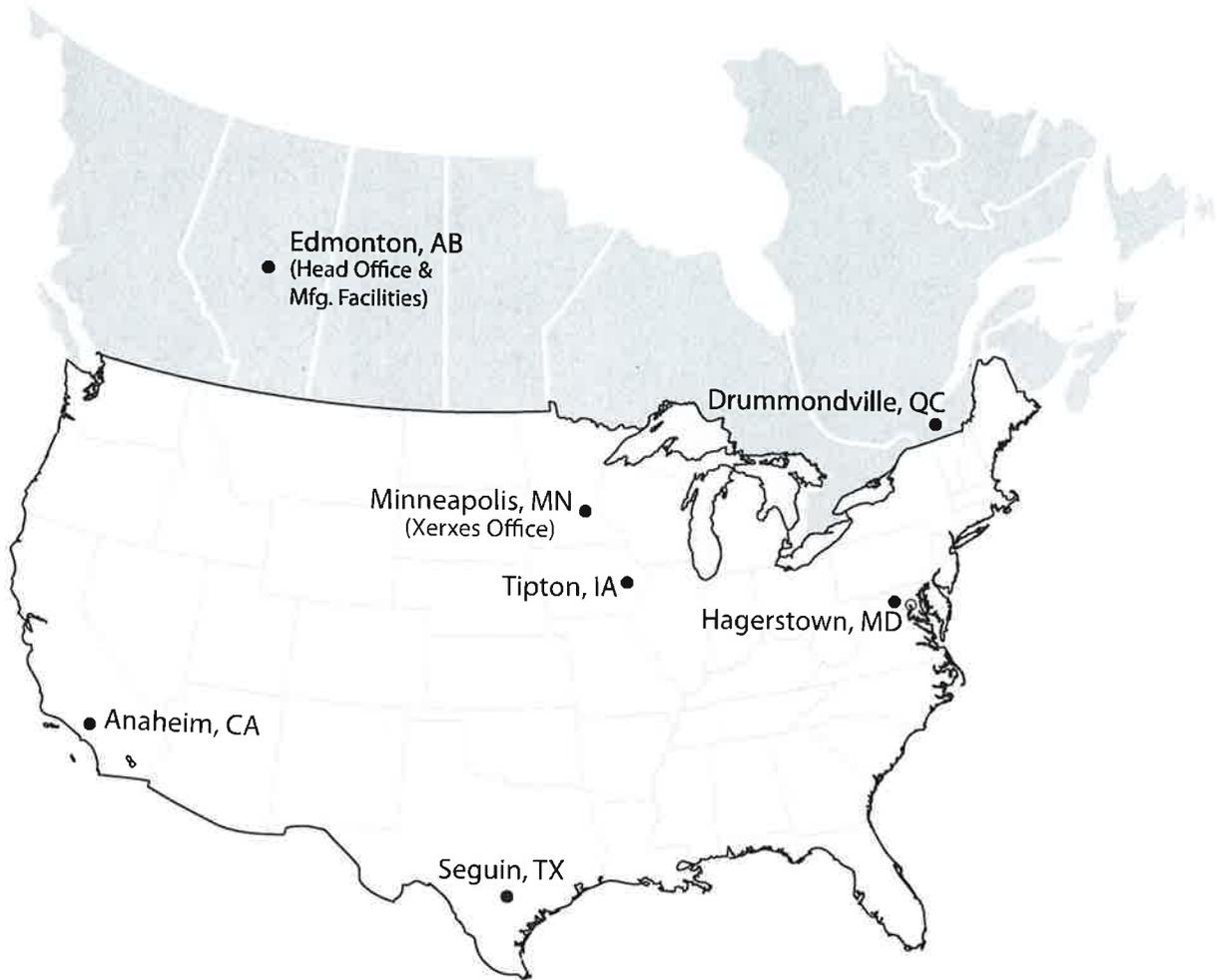
## Xerxes Underground Double-Wall Tank Data

	Nominal Capacity (gallons)	Actual Capacity (gallons)	Tank Length (feet/inches)	Nominal Shipping Weights (lbs) (dry interstitial)	Nominal Shipping Weights (lbs) (wet interstitial)	Number of Anchor Straps Required
<b>4-foot-diameter</b>	600	602	7'-3 1/2"	900	1,100	2
	1,000	1,009	11'-7 1/2"	1,400	1,700	2
	2,000	2,013	22' -3 5/8"	2,800	3,400	2
<b>6-foot-diameter</b>	2,500	2,324	13'-5 3/4"	2,200	2,800	2
	3,000	2,910	16'-4 1/4"	2,600	3,300	2
	4,000	3,789	20'-8"	3,600	4,400	2
	5,000	4,961	26'-5"	4,300	5,200	4
	6,000	5,840	30'-8 3/4"	5,000	6,100	4
<b>8-foot-diameter</b>	4,000	4,190	15'- 1/2"	2,700	3,600	2
	5,000	5,089	17'-8 1/2"	3,200	4,200	2
	6,000	6,044	20'-6 1/2"	3,700	4,900	2
	8,000	7,899	26'- 1/2"	4,800	6,200	4
	10,000	9,753	31'-6 1/2"	5,900	7,500	4
	12,000	11,608	37'- 1/2"	7,000	8,800	4
	15,000	14,881	46'- 9"	9,100	11,200	6
<b>10-foot-diameter</b>	10,000	10,420	21'-5 1/4"	4,900	6,400	4
	12,000	11,904	24'- 1/4"	5,600	7,200	4
	15,000	15,041	29'-5 3/4"	7,000	8,900	4
	20,000	19,782	37'-8 3/4"	9,000	11,300	6
	25,000	25,431	47'-6 3/4"	11,800	14,600	8
	30,000	30,172	55'-9 3/4"	14,000	17,200	10
	35,000	34,912	64'- 3/4"	16,500	20,100	12
	40,000	40,443	73'-8 1/4"	19,000	23,100	14
<b>12-foot-diameter</b>	20,000	20,638	29' -4"	14,000	16,700	6
	25,000	25,381	35' -7"	16,600	19,700	8
	30,000	31,072	43' -1"	19,900	23,500	10
	35,000	35,815	49' -4"	22,500	26,500	12
	40,000	39,609	54' -4"	24,600	28,900	12
	45,000	44,352	60' -7"	27,400	32,100	16
	48,000	48,146	65' -7"	29,500	34,500	18
	50,000	50,044	68' -1"	30,500	35,700	18

**Notes:**

1. Tank data for single-wall and multicompartiment tank models is available at [www.xerxes.com](http://www.xerxes.com).
2. Actual height of the tank may be greater than the actual diameter due to fittings and accessories. Load height during shipping may vary due to tank placement on the shipping trailer.
3. If an overflow-protection device is installed in the tank, the actual capacity will be reduced.

# North American Manufacturing Facilities



## ZCL Manufacturing Facilities

Edmonton, AB  
Drummondville, QC

## Xerxes Manufacturing Facilities

Anaheim, CA  
Hagerstown, MD  
Seguin, TX  
Tipton, IA

**ZCL**<sup>®</sup>  
COMPOSITES INC.

ZCL Composites Inc.  
1420 Parsons Road SW  
Edmonton, AB, T6X 1M5 Canada  
780-466-6648  
www.zcl.com

**XERXES**<sup>®</sup>  
a ZCL company

Xerxes Corporation  
7901 Xerxes Avenue South  
Minneapolis, MN 55431 USA  
952-887-1890  
www.xerxes.com

To,  
Whomever it concerns,  
City of Lewisville, Texas

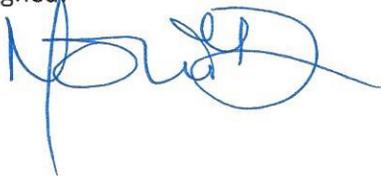
I William Skertchly, property owner of property located at  
2293 BREEZE DALE PATH ~~support~~ <sup>am not against</sup> the request to construct a convenience store  
with 6 fueling pumps at the NEC of Old Denton and Parker Roads fuel sales at the north east corner of  
Old Denton Road and Parker Road. **SUBJECT TO 8 FT WALL.**

Signed: 

To,  
Whomever it concerns,  
City of Lewisville, Texas

I Mowira Rivera, property owner of property located at  
2289 Breeze Dale Path ~~support~~ <sup>am not against</sup> the request to construct a convenience store  
with 6 fueling pumps at the NEC of Old Denton and Parker Roads fuel sales at the north east corner of  
Old Denton Road and Parker Road.

Signed:





Mary Paron <[mparon@cityoflewisville.com](mailto:mparon@cityoflewisville.com)>

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## FW: 711 Gas Station at Old Denton and Parker

1 message

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**kmitchell** <[kmitchell@mitchellplanninggroup.com](mailto:kmitchell@mitchellplanninggroup.com)>

Tue, Aug 2, 2016 at 9:04 AM

To: Richard Luedke <[rluedke@cityoflewisville.com](mailto:rluedke@cityoflewisville.com)>, Mary Paron <[mparon@cityoflewisville.com](mailto:mparon@cityoflewisville.com)>

Here is the email from another property owner. Their families own 3 houses in this subdivision.

Karen

**From:** eldose joy [<mailto:eldosejoy@gmail.com>]

**Sent:** Tuesday, July 19, 2016 6:21 PM

**To:** Shai Roos

**Subject:** Re: email 5 of 5 - 711 Gas Station at Old Denton and Parker

Shai, we are OK if the wall height is 8 feet. Please Let us know if you need any signature

Eldose

On Tue, Jul 19, 2016 at 5:22 PM, Shai Roos <[sroos@sjrplanning.com](mailto:sroos@sjrplanning.com)> wrote:

Hi Eldose and Grace

I am in the neighborhood right now and two of your neighbors have signed a letter saying they are not against the development with a 8 foot wall between the pool and the gas station.

If you are able to say the same - just that you are not against then I can bring the letter by for you to sign - please let me know - I will be around for another hour or so.

Thanks

Shai

Shai R

On Jul 9, 2016, at 11:14 AM, eldose joy <[eldosejoy@gmail.com](mailto:eldosejoy@gmail.com)> wrote:

Hello Shai

Thanks for the emails and documents. Looking through it.

Eldose & Grace

On Saturday, July 9, 2016, Shai Roos <[sroos@sjrplanning.com](mailto:sroos@sjrplanning.com)> wrote:

Detailed elevations of the wall between pool and 711, gas canopy and sign.

I would really appreciate it if you could drop a line to let me know that you've received these 5 e-mails. Thanks so much.

Regards

Shai

**Shai Roos, AICP**

**Principal**

<[image001.png](#)>

4429 Emerson Avenue • University Park • TX 75205

817-368-2901 • [sroos@sjrplanning.com](mailto:sroos@sjrplanning.com)

[www.sjrplanning.com](http://www.sjrplanning.com)

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**From:** Shai Roos  
**Sent:** Friday, July 08, 2016 6:27 PM  
**To:** 'eldosejoy@gmail.com' <[eldosejoy@gmail.com](mailto:eldosejoy@gmail.com)>  
**Subject:** 711 Gas Station at Old Denton and Parker

Dear Eldose and Grace

Thank you both so much for your time on Wednesday. I discussed your concerns with the Developer and was able to get the following answers for you. I hope these will allay your concerns and you will be able to support this development.

- 1) Please find attached copies of the site plan, elevations, and the property value research that I shared with you on Wednesday.
- 2) Also attached are pages from the City of Lewisville zoning ordinance showing uses allowed in GB – General Business Zoning. I have also attached an excel spreadsheet with notes added to clarify some of the “plannereze”. As I mentioned in our conversation the uses that do not mention (SUP required) next to them are allowed “by right” which means no one can protest or stop these uses from locating at this site.
  - a. Also the uses that are allowed by right (e.g. convenience store without the gas pumps, or drive thru restaurants, liquor stores etc.) will not be required to provide the masonry wall and the 60 ft distance from property line next to the pool area that is currently shown on the site plan. They can provide 25 feet distance and no wall or build on the property line without the 25 feet and use part of their building as the wall.
  - b. A “by right” use will also not be required to match the architecture (brick, roof, domer windows) or the increased landscaping especially in the back next to the pool area.
- 3) The 711 convenience store will not have a restaurant such as subway or anything else attached to it.

- 4) There will not be any truck fueling at the gas pumps.
- 5) The gas station curb cut on Old Denton will be approximately 300 feet to Prairie Glen. Roughly mid-way between Parker and Prairie Glen.
- 6) The developer is willing to plant trees along the north property line next to Prairie Glen Lane.
- 7) Regarding the traffic problem (left turn out of the subdivision and right turn into the subdivision) we discussed - We are talking to the City to see if we can facilitate finding a solution to address the situation. I will let you know more next week. We are trying to see if the City will install a traffic light for y'all.
- 8) In addition to your concerns above, I spoke to another neighbor and he brought up if the developer would raise the wall between the pool area and the gas station to 8 feet. The developer is willing to do that.

I hope I was able to address your questions satisfactorily. If you think of anything else that I can help answer, please do not hesitate to call or e-mail me. I am working through the weekend so please feel free to call. Look forward to hearing if you might be able to support this development and convince your other family members to support it also. If yes, I would really appreciate it if you can e-mail me a support letter signed by the homeowners in support or I am happy to drive over with a hard copy to get your signatures at a time of your convenience.

Once again many thanks. Wish you both a great weekend

Regards

Shai

**Shai Roos, AICP**

**Principal**

<image001.png>

4429 Emerson Avenue • University Park • TX 75205

817-368-2901 • [sroos@sjrplanning.com](mailto:sroos@sjrplanning.com)

[www.sjrplanning.com](http://www.sjrplanning.com)



Mary Paron <mparon@cityoflewisville.com>

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## August 2nd - Gas Station near 544 and Old Denton

1 message

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**Wellington, Solomon** <msolomo5@contractor.jcp.com>  
To: "mparon@cityoflewisville.com" <mparon@cityoflewisville.com>

Mon, Aug 1, 2016 at 11:04 PM

Hello Sir/Madam

This is to bring to your kind attention on my humble protest towards the proposal that you have received for approval to build a Gas station near 544 and Old Denton rd crossing. It is coming up for hearing on August 2nd. Earlier I had been to the city of lewisville and provided my protest earlier indicating the safety concerns and also the sale value on the property along with many others.

Since I would not be able to be in person in the day of hearing, I am providing my protest via email. Kindly consider the same

Here are primary reasons for my protest

1) I believe the security for the raiders will be compromised by having a 24 x 7 Gas station. We will no longer be able to allow the kids to move around freely near the swimming pool and Play area

2) Between the 544 junction and entrance to the community, in the evening there is already traffic piled up during peak hours. This will now tremendously increase the traffic making difficult for the readers to go in and out of the community through the old Denton rd

3) We purchased the house here with high hopes to live in a peaceful and pollution free environment and this has become a concern now after investing so much in buying a house. Had known about this earlier, I would have not purchased the property in this community.

I pray and request that a permanent step will be taken to prevent building of any Gas station near the community

God Bless  
Solomon Wellington  
Wyndale Meadows Resident

Sent from Mobile  
Plz Xcuz any typos

The information transmitted is intended only for the person or entity to which it is addressed and may contain confidential and/or privileged material. If the reader of this message is not the intended recipient, you are hereby notified that your access is unauthorized, and any review, dissemination, distribution or copying of this message including any attachments is strictly prohibited. If you are not the intended recipient, please contact the sender and delete the material from any computer.

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Mary Paron <[mparon@cityoflewisville.com](mailto:mparon@cityoflewisville.com)>

---

## Hearing on Gas Station building

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**Santha Prasannan** <[santhammab@gmail.com](mailto:santhammab@gmail.com)>  
Reply-To: [santhammab@gmail.com](mailto:santhammab@gmail.com)  
To: [mparon@cityoflewisville.com](mailto:mparon@cityoflewisville.com)

Mon, Aug 1, 2016 at 4:04 AM

From ,

Santha Prasannan,

324 Prairie Hill TRL

Lewisville , TX,75056

I am writing in regard to a gas station being built on OLD DENTON and FM 544. Unfortunately I am unable to attend the meeting . I know we had a hearing on this before and voiced my objections on this and was told it was cancelled ,but now it is coming up a second time , I believe a gas station near a subdivision as close as this one will negatively affect the neighbourhood and that it will drive down our home prices. There is a swimming pool and children's play ground next to it . The air in there is going to be polluted and we won't be able to use the pool. If any one of you care about the communities you serve please do not let this happen to us . There is a brand new gas station just at the opposite on 121 and 544.I worry about the impact it will have on our home prices , health . and our children .

Santha Prasannan

[santhammab@gmail.com](mailto:santhammab@gmail.com)

214 929 1357



Mary Paron <mparon@cityoflewisville.com>

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## Gas station near Wyndale Meadows

---

**siva chilakapati** <reach.chilakapati@gmail.com>  
To: mparon@cityoflewisville.com

Tue, Aug 2, 2016 at 6:46 PM

Hello Sir/Madam-

I am Sivakumar resident of Wyndale Meadows community. I strongly pledge not to approve the gas station request which is not good for the pollution and toxins it produce of it was near. And esp. That planned gas station is next to swimming pool and kids play area, where kids play.

And I respect earlier decision to deny the petition and strongly request and sincerely pledge to deny the application.

Thanks.

Sincerely,  
Siva.  
Wyndale resident.



Mary Paron <mparon@cityoflewisville.com>

---

## gas station opposed near Wyndale meadows community

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**Amin Lakhani** <aminasiflakhani@yahoo.com>  
To: mparon@cityoflewisville.com

Tue, Aug 2, 2016 at 5:52 PM

Hi,

My name is Amin Lakhani and my address is 318 Wyndale Dr Lewisville Tx 75056. I live in the Wyndale Meadows neighborhood and I am opposed against the gas station that is being built near the neighborhood.

Best Regards,  
Amin Lakhani  
972-658-1941

Sent from my iPhone



Mary Paron <mparon@cityoflewisville.com>

---

## Wyndale Meadows

1 message

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**Bernie Jezercak** <berniejez@yahoo.com>  
To: mparon@cityoflewisville.com

Tue, Aug 2, 2016 at 5:31 PM

I am writing you because I understand the developers would again like to bring their plans for a 7-11 at the corner of 544 and Old Denton tonight. The community is strongly against this plan and as resident of Lewisville I hope that you will continue to support the citizens of your city. Specifically we ask that you deny this petition for all the reasons that caused the developers to pull the plans from the first meeting.

Best Regards,  
Bernie Jezercak



Mary Paron <mparon@cityoflewisville.com>

---

## SUP Opposition. Corner of FM 544 and 2281

---

Navid Pahlavan <navid.pahlavan@gmail.com>  
To: mparon@cityoflewisville.com

Tue, Aug 2, 2016 at 6:30 PM

Good afternoon,

My home address is 2285 Prairie Glen Street. Unfortunately, I am not able to attend the public hearing. It is also unfortunate that common sense safety concerns associated with "putting a gas station next to a children's playground" have to be presented by the public, but I understand the need for it.

Please know that we oppose this permit and do not believe it to meet the definition of the special use code for the following safety reasons:

1. Hundreds of gallons of volatile and explosive fuel is being installed a few feet away from the only community playground and swimming pool for children. Building a wall does not prevent death.
2. Statistics have proven that when provided an outlet for crime to exist, crime inherently exists. A community with no gas station/convenience store has less recorded crimes per year when compared to a community with a gas station/convenience store. Convenience stores are also one of the most places where armed robbery and child predator crimes (including kidnapping) take place.
3. A 24-hour gas station near a highway means added noise pollution (disturbing the peace), car pollution (carcinogens), and unnecessary stress on the neighboring community.

Please ethically and morally consider the risks out-weighing the benefits of this proposed permit. Furthermore, please note the definition and parameters set forth by the City of Lewisville for an SUP. It is my educated understanding that this request does not meet such a definition.

Thank you,  
Drs. Navid and Cara Pahlavan



Richard Luedke <rluedke@cityoflewisville.com>

---

## Please Vote NO for the Gas Station at FM 544 and FM 2281

---

Angela Payne <angela.payne7@gmail.com>  
To: rluedke@cityoflewisville.com

Thu, Aug 4, 2016 at 4:57 PM

Mr. Luedke,

The planning and zoning committee unanimously voted in favor this week for a gas station to be built next to our community center, despite voting against it twice before. 21 residents of our neighborhood, including myself, spoke in opposition and I was shocked they all approved it this time. We were all appalled to hear the property developer and their representative lie and say they reached out to the community via email and went door to door to speak to residents about our concerns. No one in our community ever received any communication or visitors at our door concerning this gas station. They did not meet with any residents about what we would want or what they could do to make a gas station more appealing, if there even is such a thing. However, they presented mis-leading information and a lot of assumptions that can not be proven as fact and was able to get the board to vote in their favor. We certainly left feeling like our voices were not heard and did not matter.

We all understand the risk of another general business being built on this lot, however the reality is it is not suited for many other businesses and not big enough for a large retailer such as CVS or Wal Greens nor is it in their demographics for one. A commercially zoned lot so close to a neighborhood and our community pool and play ground is disheartening. I even asked the builder before we purchased our lot what was going there and they lied and said they did not know, probably because they knew we wouldn't have bought our home here had we known it could potentially be a gas station. I am willing to take that risk of any other business being built in this location and I can't imagine a worse option than a 24/7 operating gas station. It is an eye sore and I worry for our children playing so close to such a busy business. If it wasn't going to be a busy establishment, I doubt 7-11 would be interested in building at this location. I assume there haven't been many businesses that want to build in this location, or else someone would have already built there since they wouldn't require a SUP to do so. I hope the city is approving this SUP just to generate revenue and taxes. It would be at the cost of a lot happy citizens and make it a very undesirable place to live, even though we all chose this location and the city of Lewisville to call home. We obviously cannot move our community center and that poor decision was made by the building company and we already have to live with that. If a gas station is put next to it, I doubt we even get to utilize our pool or playground again.

One thing their presentation did not address, that I would like for them to clarify is how close the entrance / exit to the gas station will be to the entrance / exit of our neighborhood on FM 2281. It is already difficult to turn out of our neighborhood with the existing traffic and we won't ever be able to have a traffic light put in at this location. With cars pulling into and out of the gas station so close to our neighborhood it will make it extremely dangerous for residents to access our entrance. It will also increase the traffic that already cuts through our neighborhood to access 121 and I really don't want to see that. I also would like their renderings to be to scale. They tried to show the location of the gas pumps to be very small on their ariel drawing and I believe it will take up much more of that corner than they are depicting and it seemed very mis-leading. Lastly, as a parent I worry about people loitering and using our playground as a public park, which it is not.

I believe this is being brought to the city council on August 15th. Thank you for taking the time to read my concerns and I am urging you to vote no for a gas station at this location.

Thank you,

Angela Payne  
2298 Breeze Dale Path  
Lewisville, TX

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE OF THE LEWISVILLE CITY COUNCIL, AMENDING THE ZONING ORDINANCE BY GRANTING A SPECIAL USE PERMIT FOR A GASOLINE SERVICE STATION ON A 1.379-ACRE LOT LEGALLY DESCRIBED AS LOT 1R, BLOCK M, WYNDALE MEADOWS ADDITION PHASE I, LOCATED ON THE NORTHEAST CORNER OF FM 544 AND OLD DENTON ROAD (FM 2281) AND ZONED GENERAL BUSINESS DISTRICT (GB); PROVIDING FOR A REPEALER, SEVERABILITY, AND A PENALTY; AND DECLARING AN EMERGENCY.**

**WHEREAS**, applications were made requesting approval of a Special Use Permit for a gasoline service station by making applications for same with the Planning and Zoning Commission of the City of Lewisville, Texas, as required by state statutes and the Zoning Ordinances of the City of Lewisville, Texas; and said Planning and Zoning Commission has recommended that the Special Use Permit on the 1.379-acre lot, as described in the attached Exhibit “A” (the “Property”), be **approved**; and

**WHEREAS**, this application for a Special Use Permit comes before the City Council of the City of Lewisville, Texas (the “City Council”) after all legal notices, requirements, conditions and prerequisites have been met; and

**WHEREAS**, the City Council at a public hearing has determined that the proposed use, subject to the condition(s) stated herein: (1) complements or is compatible with the surrounding uses and community facilities; (2) contributes to, enhances, or promotes the welfare of the area of request and adjacent properties; (3) is not detrimental to the public health, safety, or general welfare; and (4) conforms in all other respects to all zoning regulations and standards.

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

**SECTION 1. FINDINGS INCORPORATED.** The findings set forth above are incorporated into the body of this ordinance as if fully set forth herein.

**SECTION 2. SPECIAL USE PERMIT GRANTED.** Subject to the conditions provided for herein, applicant is granted a Special Use Permit to allow a gasoline service station on the Property, which is zoned General Business District (GB).

**SECTION 3. CONDITIONS OF SPECIAL USE PERMIT.** The Property shall be developed and maintained:

1. in compliance with the narrative, development plan, landscape plan, exterior elevations and gas canopy/screen wall/signage plan attached hereto as Exhibit “B”;
2. in accordance with all federal, state, and local laws and regulations; and
3. with an increase in the height of the required screening wall from six feet (6’) to eight feet (8’).

**SECTION 4. CORRECTING OFFICIAL ZONING MAP.** The City Manager, or her designee, is hereby directed to correct the official zoning map of the City of Lewisville, Texas, to reflect this Special Use Permit.

**SECTION 5. COMPLIANCE WITH ALL OTHER MUNICIPAL REGULATIONS.** The Property shall comply with all applicable municipal ordinances, as amended. In no way shall this Special Use Permit be interpreted to be a variance to any municipal ordinance.

**SECTION 6. RESCINDING AND TERMINATION.** The City Council may rescind and terminate the Special Use Permit after a public hearing if any of the following occur:

1. One or more of the conditions imposed by the Special Use Permit have not been met or have been violated.
2. The Special Use Permit was obtained through fraud or deception.
3. Ad valorem taxes on the property are delinquent by six months or more.
4. Disconnection or discontinuance of water and/or electrical services to the property.
5. Abandonment of the structure, lease space, lot, or tract of land for 180 days or more.

**SECTION 7. REPEALER.** Every ordinance or parts of ordinances found to be in conflict herewith are here by repealed.

**SECTION 8. SEVERABILITY.** If any section, sentence, clause, or phrase of this ordinance shall for any reason be held to be invalid, such decision shall not affect the validity of the remaining sections, sentences, clauses, or phrases of this ordinance, but they shall remain in effect.

**SECTION 9. PENALTY.** Any person, firm or corporation who violates any provisions of this Ordinance shall be deemed guilty of a misdemeanor and, upon conviction thereof in the Municipal Court, shall be subject to a fine of not more than \$2,000.00 for each offense, and each and every day such offense is continued shall constitute a new and separate offense.

**SECTION 10. EFFECTIVE DATE.** This Ordinance shall take effect and be in full force and effect from and after the date of its passage and publication as required by law.

**SECTION 11. EMERGENCY.** It being for the public welfare that this Ordinance be passed creates an emergency and public necessity and the rule requiring this Ordinance be read on three separate occasions be, and the same is hereby, waived and this Ordinance shall be in full force and effect from and after its passage and approval and publication, as the law in such cases provides.

**DULY PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF LEWISVILLE, TEXAS, BY A VOTE OF \_\_\_\_ TO \_\_\_\_, ON THIS THE 12TH DAY OF SEPTEMBER, 2016.**

**APPROVED:**

\_\_\_\_\_  
Rudy Durham, MAYOR

**ATTEST:**

\_\_\_\_\_  
Julie Heinze, CITY SECRETARY

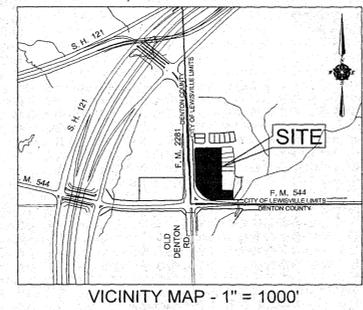
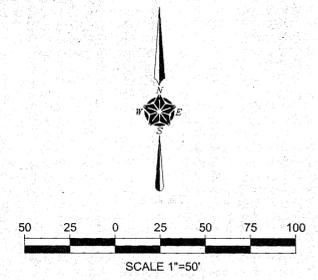
**APPROVED AS TO FORM:**

\_\_\_\_\_  
Lizbeth Plaster, CITY ATTORNEY

Exhibit A  
Property Description

Exhibit B  
SUP Narrative  
Development Plan  
Landscape Plan  
Exterior Elevations  
Gas Canopy/Screen Wall/Signage Plan

# EXHIBIT A



- GENERAL NOTES:
- 1) Bearings are based upon the Texas State Plane Coordinate System, North Central Zone, North American Datum of 1983, (2011)
  - 2) The purpose of this plat is to plat lot 1, block m into two lots.
  - 3) According to the F.I.R.M. Panel No. 48121C0570G the subject property lies in Zone A (Shaded) and Zone X (SFHA) and does partially lie within a flood prone hazard area, as shown hereon.
  - 4) Coordinates shown are State Plane Coordinate System North Central Zone, North American Datum of 1983 on grid coordinate values, no scale and no projection.
  - 5) There are no structures on the subject tract.
  - 6) Benchmark is Aluminum Monument GPS#35 located in Lewisville, Denton County, Texas.  
 Northing - 7,075,607.271  
 Easting - 2,453,172.051  
 Elevation - 551.276'

### OWNER'S CERTIFICATE

STATE OF TEXAS  
 COUNTY OF DENTON

WHEREAS, Parker Denton Crossing, LP, is the sole owner of a tract of land situated in the B.B.B. & C.R.R. Survey Abstract No. 180, being a part of Lot 1, Block M of Wyndale Meadows Addition Phase 1, an addition to the City of Lewisville, Denton County, Texas, according to the Plat there of recorded under Clerk's File No. 2014-40, Plat Records, Denton County, Texas, and being all of that certain tract of land conveyed to Carroll Village LTD., by Special Warranty Deed Recorded in Clerk's File Number D204222869 of the Deed Records of Tarrant County, Texas, and being a tract of land conveyed to Parker Denton Crossing LP, by Special Warranty Deed recorded in Document No. 2014-121542, Official Public Records, Denton County, Texas and being more particularly described by metes and bounds as follows:

BEGINNING at a 1/2 inch iron rod for the most northerly northeast corner of Lot 1, Block M of said Wyndale Meadows Addition, also being the northwest corner of Lot 1, Block G of said Wyndale Meadows Addition, and lying on the South right-of-way line of Prairie Glen Street (50 foot right-of-way),

THENCE South 00 degrees 39 minutes 55 seconds East, along the West line of said Block G of Wyndale Meadows Addition, a distance of 483.57 feet to a 5/8 inch iron rod stamped "KHA" found for the southwest corner of Lot 15X in said Block G;

THENCE North 89 degrees 20 minutes 05 seconds East, along the South line of said Lot 15X, distance of 123.23 feet to a 5/8 inch iron rod stamped "KHA" for the most southerly northeast corner of said Lot 1, Block M and being an interior corner of a Drainage and Utility right-of-way;

THENCE South 00 degrees 39 minutes 55 seconds East, along said Drainage and Utility Right-of-Way, a distance of 103.36 feet to a 1/2 inch iron rod stamped "TXHS" set on the current North right-of-way line of F.M. 544, also being the southeast corner of the remainder of said Lot 1, Block M of said Wyndale Meadows Addition;

THENCE along the current North right-of-way line of F.M. 544 (variable width right-of-way) the following bearings and distances:

North 87 degrees 11 minutes 24 seconds West, a distance of 42.20 feet to a 1/2 inch iron rod stamped "TXHS" set for corner;

North 81 degrees 00 minutes 31 seconds West, a distance of 71.39 feet to a 1/2 inch iron rod stamped "TXHS" set for corner;

North 84 degrees 22 minutes 46 seconds West, a distance of 100.50 feet to a 1/2 inch iron rod stamped "TXHS" set for corner;

North 89 degrees 30 minutes 39 seconds West, a distance of 100.99 feet to a 1/2 inch iron rod stamped "TXHS" set lying on a non-tangent curve to the right having a delta angle of 34 degrees 30 minutes 50 seconds, a radius of 279.64 feet, a chord bearing and distance of North 37 degrees 02 minutes 11 seconds West;

THENCE northwesterly, along the northeast right-of-way line of said F.M. 544, and along said curve to the right, an arc length of 168.45 feet to a 1/2 inch iron rod stamped "TXHS" set for corner and lying on the East right-of-way line of F.M. 2281 (Old Denton Road);

THENCE North 01 degrees 56 minutes 06 seconds West, along the East right-of-way of said F.M. 2281, a distance of 408.82 feet to a 1/2 inch iron rod found for the most southerly northwest corner of said Lot 1, Block M;

THENCE North 44 degrees 11 minutes 27 seconds East, along the northwest line of said Lot 1, Block M, a distance of 21.31 feet to a 1/2 inch iron rod stamped "5034" found on the South right-of-way of said Prairie Glen Street;

THENCE North 89 degrees 19 minutes 26 seconds East, along the South right-of-way line of said Prairie Glen Street, a distance of 206.39 feet to a 1/2 inch iron rod found for corner, at the beginning of a tangent curve to the left having a delta angle of 02 degrees 51 minutes 47 seconds, a radius of 1525.00 feet and a chord that bears North 87 degrees 54 minutes 22 seconds East, a chord distance of 76.20 feet;

THENCE continuing along the South right-of-way line of said Prairie Glen Street along said curve to the left, an arc length of 76.21 feet to the POINT OF BEGINNING containing 170,233 square feet or 3.908 acres of land.

### OWNER'S DEDICATION

NOW THEREFORE, KNOW ALL MEN BY THESE PRESENTS:

THAT, Parker Denton Crossing LP, Bonafide, Inc., acting by and through its duly authorized agent Mostafa Setayesh, President does hereby adopt this plat, designating the herein described property as WYNDALE MEADOWS ADDITION, PHASE 1, an addition to the City of Lewisville, Denton County, Texas, and does hereby dedicate to the public use forever the streets and alleys shown hereon; and does hereby dedicate the easements strips shown on the plat for mutual use accommodation of the City of Lewisville and all public utilities desiring to use, or using same. No buildings, fences, trees, shrubs signs, or other improvements shall be constructed or placed upon, over, or across the easements strips on said plat. The City of Lewisville and any public utility shall have the right to remove and keep removed all or part of any buildings, fences, trees, shrubs, signs, or other improvements or growths which in any way endanger or interfere with the construction, maintenance or efficiency of any of these easements strips, and the City of Lewisville and any public utility shall at all times have the right to ingress and egress to and from and upon any of said easements strips for the purpose of constructing, reconstructing, inspecting, patrolling, maintaining and adding to or removing all or part of its respective systems without the necessity at any time of procuring the permission of anyone, a blanket easement of a five (5) foot radius from the center point of all fire hydrants and a five (5) foot radius from of all other appurtenances (fire hydrants valves, water meters, meter boxes, street lights) is hereby granted to the City of Lewisville for the purpose of construction, reconstructing, inspecting and maintaining the above named appurtenances.

We do further dedicate, subjects to the exceptions and reservation set forth hereinforth, to the public for ever, all public use spaces shown the face of the plat.

All Lots in the subdivision shall be sold and developed subject to the building lines shown on the plat.

This plat approved subject to all platting ordinances, rules, regulations and resolutions of the City of Lewisville, Texas.

WITNESS MY HAND THIS 29<sup>TH</sup> DAY OF JUNE, 2016.

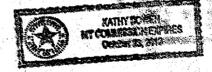
Parker Denton Crossing, L.P.  
 By: Bonafide, Inc., Partner  
 By: Mostafa Setayesh, President

STATE OF TEXAS  
 COUNTY OF DALLAS

BEFORE ME, the undersigned authority, a Notary Public in and for the said County and State, on this day personally appeared Mostafa Setayesh, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he/she executed the same for the purposes and considerations therein expressed and in the capacity therein stated and as the act and deed therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this 29<sup>th</sup> day of June, 2016.

*Kathy Bowen*  
 Notary Signature



SURVEYOR'S STATEMENT

I, Gary E. Johnson, a Registered Professional Land Surveyor, licensed by the State of Texas, affirm that this plat was prepared under my direct supervision, from recorded documentation, evidence collected on the ground during field operations and other reliable documentation, and that this plat substantially complies with the Rules and Regulations of the Texas Board of Professional Land Surveying, and Texas Local Government Code, Chapter 212. I further affirm that monumentation shown hereon was either found or placed under my personal supervision in accordance with the platting rules and regulation of the City Plan Commission of the city of Lewisville, Texas.

Dated this the 28<sup>th</sup> day of June, 2016.

*Gary E. Johnson*  
 Gary E. Johnson  
 Texas Registered Professional Land Surveyor No. 8299

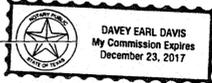
STATE OF TEXAS  
 COUNTY OF DALLAS



BEFORE ME, the undersigned authority, a Notary Public in and for the said County and State, on this day personally appeared Gary E. Johnson, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he/she executed the same for the purposes and considerations therein expressed and in the capacity therein stated and as the act and deed therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this 28<sup>th</sup> day of June, 2016.

*Davey Earl Davis*  
 Notary Signature



All Variance (if any) from the General Development Ordinance Approved By City Council.

*James Davis*  
 James Davis, Chairman, Planning & Zoning Commission  
 Date 7/5/16

City of Lewisville, Texas

### STATE OF TEXAS

COUNTY OF DALLAS

The undersigned, the City Secretary of the City of Lewisville, Texas, hereby certifies that the foregoing final plat of the WYNDALE MEADOWS ADDITION, PHASE 1 to the City of Lewisville was submitted to the appropriate Planning and Zoning Commission or City of Council as required by the ordinances of the City of Lewisville on the 5<sup>th</sup> day of July, 2016 and such body by formal action, then and there accepted the dedication of streets, alleys, parks, easements, public places and water and sewer lines, as shown and set forth in a upon said plat, and said body further authorized the acceptance thereof by signing as hereinabove subscribed in the capacity stated.

Witness my hand this 6<sup>th</sup> day of July, 2016.

*Julie Heinze*  
 Julie Heinze, City Secretary  
 City of Lewisville, Texas



### LEGEND

- D.R.D.C.T. DEED RECORDS, DENTON COUNTY, TEXAS
- M.R.D.C.T. MAP RECORDS, DENTON COUNTY, TEXAS
- DOC. NO. DOCUMENT NUMBER
- VOL., PG. VOLUME, PAGE
- SQ. FT. SQUARE FEET
- IRF IRON ROD FOUND
- IRS IRON ROD SET
- CM CONTROL MONUMENT

SURVEYOR  
**TEXAS HERITAGE**  
 SURVEYING, LLC

OWNER  
 PARKER DENTON CROSSING, LP  
 10755 SANDHILL ROAD  
 DALLAS, TEXAS 75238-1215  
 (214) 343-9400

10610 Metric Drive, Suite 124, Dallas, TX 75243  
 Office 214-340-9700 Fax 214-340-9710  
 txheritage.com  
 Firm #10169300

### FINAL PLAT WYNDALE MEADOWS ADDITION PHASE 1

LOTS 1R AND 2 BLOCK M  
 3.908 ACRES  
 GB-GENERAL BUSINESS  
 BEING A REPLAT OF LOT 1, BLOCK M  
 WYNDALE MEADOWS ADDITION PHASE 1,  
 B.B.B. & C.R.R. SURVEY, ABSTRACT NO. 180  
 CITY OF LEWISVILLE, DENTON COUNTY, TEXAS  
 FILED: 7/07/2016  
 DOCUMENT NO. 2016-2026, P.R.D.C.T.

Filed for Record  
 in the Official Records Of:  
 Denton County  
 On: 7/7/2016 10:24:36 AM  
 In the PLAT Records  
 WYNDALE MEADOWS ADDITION  
 Doc Number: 2016-2026  
 Number of Pages: 1  
 Amount: \$0.00  
 Order#: 201607000170  
 By: TD



June 20, 2016

Richard Luedke, AICP  
Planning Manager  
City of Lewisville  
151 W. Church Street  
Lewisville, Texas 75057

# EXHIBIT B

# NARRATIVE

Dear Mr. Luedke:

On behalf of my client, Parker Denton Crossing, LP, I hereby submit our application for a Specific Use Permit (SUP) on property located at the NEC or Old Denton Road (FM 2281) and Parker Road (FM 544) for the purpose of six (6) fuel dispensers allowing for 12 pumps associated with the allowed use of retail sales.

Based on information the City of Lewisville has provided to us, this property was zoned General Business prior to the development of the residential uses. In 2013, this entire area was replatted into single family residential lots and two (2) commercial lots. We are proposing a retail establishment with six (6) associated multiple fueling pumps. This 1.38 acre site is part of a four (4) acre tract that is currently going through the replatting process.

In accordance with the provisions set forth in the City of Lewisville's Zoning Ordinance as it relates to the SUP recommendation, the Commission must find the following information:

1. *Compliment or be compatible with surrounding uses and community facilities;*

All office, indoor recreational, hotel, motel and retail type land uses are allowed in this district BY RIGHT without the benefit of site plan review or notification of the surrounding land owners. The use of six (6) fueling pumps is what is being considered at this time. At the request of the City staff, we have gone above and beyond the minimum standards of the Zoning Ordinance by using the same or compatible brick as well as standing seam metal roof that has been used by the amenity center adjacent to this site. We are proposing a hip style roof line instead of the standard flat roof; we are proposing a six (6) foot high masonry wall, the masonry being the same or compatible with the adjacent amenity center and are providing for a 25-60 wide landscaped buffer area between our site and the adjacent amenity center. The fueling area is located as far as can be from the adjacent amenity center and associated swimming pool with the retail building and landscape buffer yard between the amenity center and the fueling pumps. What we are proposing at this location is \$300,000 above what is normally spent on the construction of one of these facilities. All of this is in an effort to mitigate any negative impact our site may have on an amenity

center. Our site is not only complimentary with the surrounding area it is compatible with the surrounding area as well.

2. *Contribute to enhance, or promote the welfare of the area and the adjacent properties;*

In accordance with Section 17-22 "GB" General Business District Regulations, subsections (C.) (1.) c. states:

*"Rear yard. No rear yard is required, except that a rear yard of not less than 25 feet in depth shall be provided upon that portion of a lot abutting or across a rear street from a residential district, except that such yard requirement shall not apply where the property in the residential district also backs up to the rear street. The required rear yard shall be waived when a screening device is installed in accordance with the city's general development ordinance. **The building itself can serve as a portion of the screening device when that portion of the building exterior is constructed of the same materials as the screening device.**"*

We are proposing a landscaped buffer yard 25 feet in width up to 60 feet in width between the amenity center lot and our lot. We are not adjacent to any single family residential lot. We are proposing an architectural style that is compatible with and complimentary of the adjacent properties. Based on the provisions stated above that are currently allowed for permitted uses, what could go on this property includes but is not limited to a liquor store or video arcade or even a motel where the structure itself could act as part of the screening wall. Additionally, a fast food restaurant could go here with the drive through stacking lanes adjacent to the screening wall with the emissions, fumes, loud music on the radio, vehicles idling adjacent to the screening wall that doesn't require a landscaped buffer yard. We believe that what we are proposing is actually promoting the welfare of the adjacent property as they will know exactly what will be going here. Any changes would require another public hearing and notification.

3. *Not be detrimental to the public health, safety, or general welfare;*

What is being proposed is not a new concept to residential communities. As a matter of fact, this use was created to provide a service to neighborhoods. If you look all over the United States, especially in larger metropolitan areas, it is standard planning practice to encourage this type of land use on nodes of primary arterials, adjacent to residential communities. The local, state and federal governments regulate this type of land use and are keenly aware that convenience stores, as well as the larger box retailers like Walmart, also provide this type of accessory use. All of which are located on the periphery of single family residential communities. Thus, the regulation and safety laws are already in place so as to not be detrimental to the public health, safety or general welfare of the community. What we are proposing is no different than what you see on a national level with respect to compatible land uses with specific regulations in place on all three levels of government.

4. *Conform in all other respects to all zoning regulations.*

We not only conform in all other respects to all zoning regulations, we are not asking for any waivers or variations to the zoning ordinance. We have exceeded the minimum requirements of the zoning ordinance by creating a 25-60 wide landscaped buffer yard where none is required; we are exceeding the required masonry construction by providing 100% versus 80%. We are

constructing a building and canopy that has a hip style roof instead of our typical flat roof; we have taken great measures to be compatible with the adjacent HOA amenity center property in an effort to create what appears to be a "Master Planned Community".

In summary, we have met with the City's planning professionals and designed a facility that does have the staff support and met with the neighborhood and will continue to seek communication with them but at the end of the day, we believe that what we are proposing would give them the security of knowing exactly what will be going here versus the unknown with no landscape buffer yard.

Should you have any questions or need additional information, please feel free to call me.

With warm regards-

A handwritten signature in black ink that reads "Karen K. Mitchell". The signature is written in a cursive, flowing style.

Karen K. Mitchell



**LANDSCAPE REQUIREMENTS**

**LANDSCAPE BUFFER**

**REQUIRED:** ONE (1) APPROVED SHADE TREE PER 50 LINEAR FEET, OR ANY PORTION THEREOF, AND ONE APPROVED SHRUB PROVIDED PER EVERY TEN LINEAR FEET.  
F.M. 2281: 217.10 LINEAR FEET / 10 = 21.7 TREES AND 4.3 SHRUBS  
F.M. 544: 315 LINEAR FEET / 10 = 31.5 SHRUBS AND 6.3 TREES

**PROVIDED:** F.M. 2281: FIFTY-FIVE (55) SHRUBS  
F.M. 544: EIGHTY-EIGHT (88) SHRUBS  
\*SEE NOTE BELOW REGARDING TREE REQUIREMENTS\*

**LANDSCAPE WITHIN PARKING LOTS**

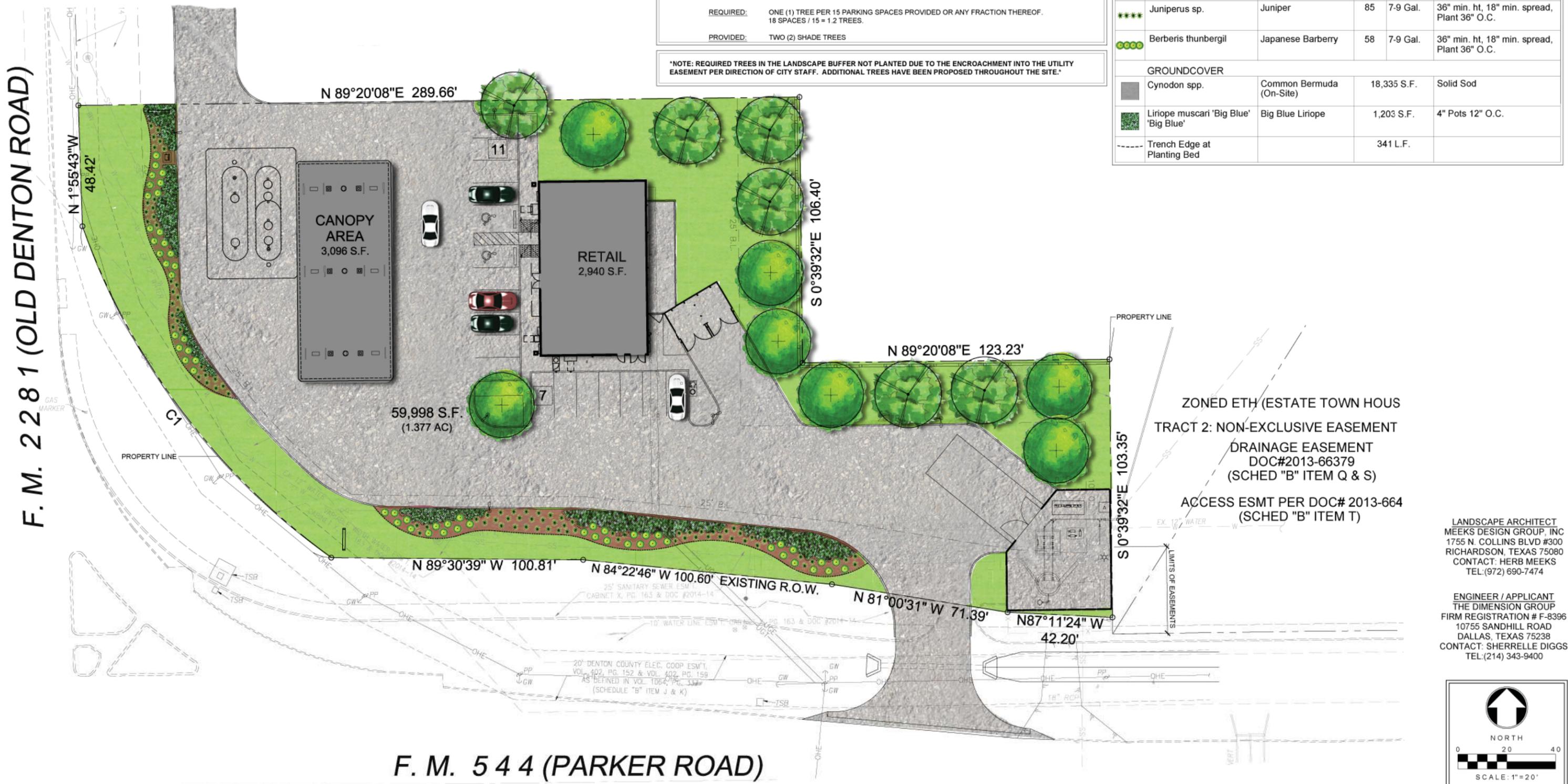
**REQUIRED:** ONE (1) TREE PER 15 PARKING SPACES PROVIDED OR ANY FRACTION THEREOF.  
18 SPACES / 15 = 1.2 TREES.

**PROVIDED:** TWO (2) SHADE TREES

**\*NOTE: REQUIRED TREES IN THE LANDSCAPE BUFFER NOT PLANTED DUE TO THE ENCROACHMENT INTO THE UTILITY EASEMENT PER DIRECTION OF CITY STAFF. ADDITIONAL TREES HAVE BEEN PROPOSED THROUGHOUT THE SITE.\***

**PLANT LEGEND**

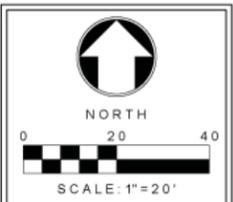
SYM	BOTANICAL NAME	COMMON NAME	QUAN	SIZE	REMARKS
<b>TREES</b>					
	Quercus virginiana	Live Oak	6	3" Cal.	12'-14' Ht.
	Ulmus parvifolia	Lacebark Elm	7	3" Cal.	12'-14' Ht.
<b>SHRUBS</b>					
	Juniperus sp.	Juniper	85	7-9 Gal.	36" min. ht, 18" min. spread, Plant 36" O.C.
	Berberis thunbergii	Japanese Barberry	58	7-9 Gal.	36" min. ht, 18" min. spread, Plant 36" O.C.
<b>GROUND COVER</b>					
	Cynodon spp.	Common Bermuda (On-Site)	18,335 S.F.		Solid Sod
	Liriope muscari 'Big Blue'	Big Blue Liriope	1,203 S.F.		4" Pots 12" O.C.
	Trench Edge at Planting Bed		341 L.F.		



ZONED ETH (ESTATE TOWN HOUS)  
TRACT 2: NON-EXCLUSIVE EASEMENT  
DRAINAGE EASEMENT  
DOC#2013-66379  
(SCHED "B" ITEM Q & S)  
ACCESS ESMT PER DOC# 2013-664  
(SCHED "B" ITEM T)

LANDSCAPE ARCHITECT  
MECKS DESIGN GROUP, INC  
1755 N. COLLINS BLVD #300  
RICHARDSON, TEXAS 75080  
CONTACT: HERB MECKS  
TEL: (972) 690-7474

ENGINEER / APPLICANT  
THE DIMENSION GROUP  
FIRM REGISTRATION # F-8396  
10755 SANDHILL ROAD  
DALLAS, TEXAS 75238  
CONTACT: SHERRELLE DIGGS  
TEL: (214) 343-9400



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No.	DATE	REVISION / DESCRIPTION	BY	No.	DATE	REVISION / DESCRIPTION	BY
1	11-13-15	CITY SUBMITTAL	LO				
2	02-22-16	S.U.P. SUBMITTAL	NT				
3	03-14-16	S.U.P. RE-SUBMITTAL	NT				
4	03-30-16	S.U.P. RE-SUBMITTAL	NT				
5	07-20-16	APPROVED PLANT LIST - UPDATE	NT				



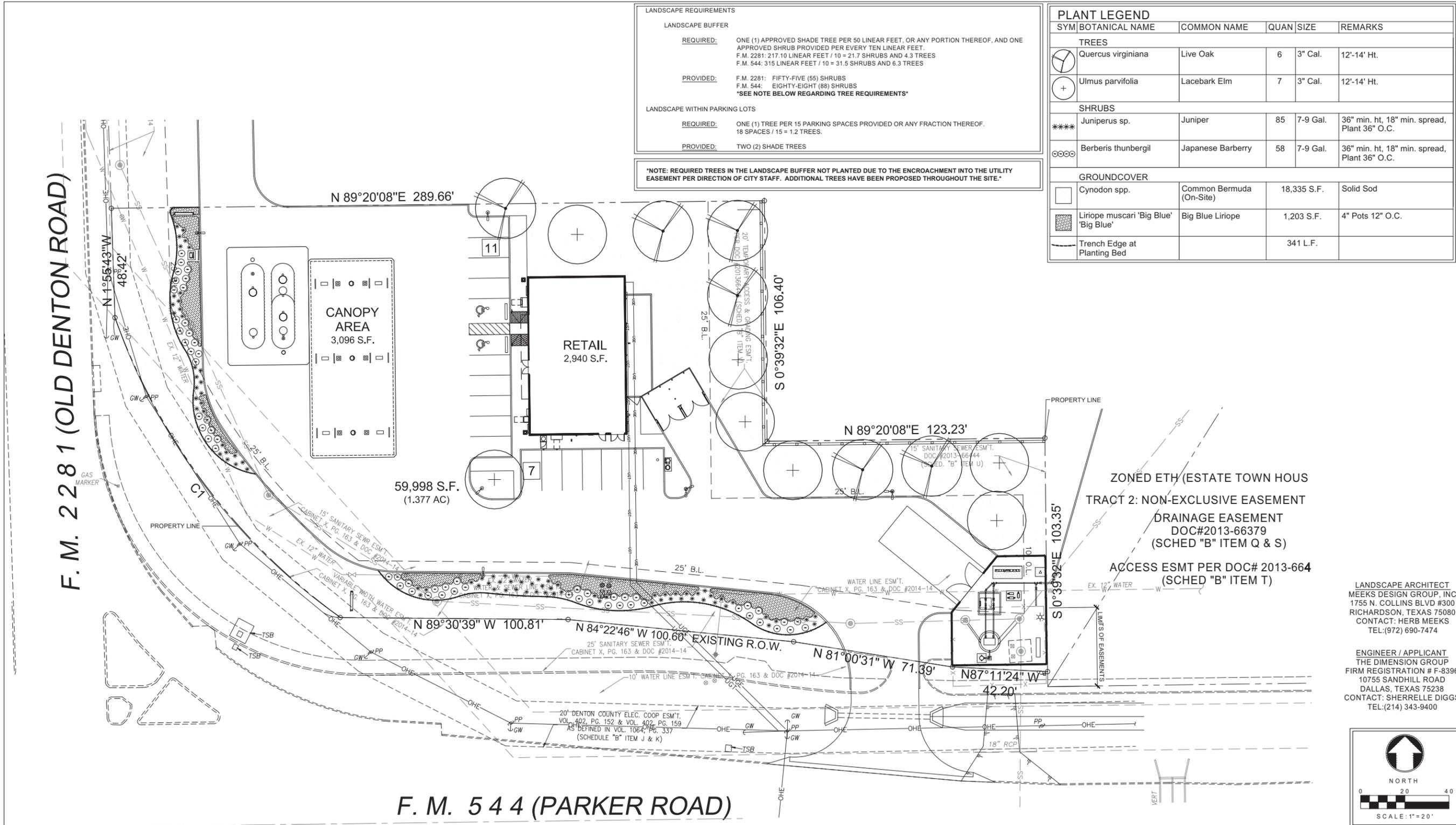
Meeks Design Group, Inc.  
1755 n. collins blvd. #300  
richardson, tx 75080  
p (972) 690-7474  
f (972) 690-7878

PROJECT INFO.  
7-11  
F.M. 2281  
LEWISVILLE, TEXAS

DRAWING INFO.  
**LANDSCAPE PLAN**



SHEET NUMBER  
**L1**



**LANDSCAPE REQUIREMENTS**

**LANDSCAPE BUFFER**

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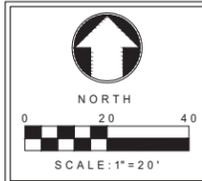
**PLANT LEGEND**

SYM	BOTANICAL NAME	COMMON NAME	QUAN	SIZE	REMARKS
<b>TREES</b>					
⊗	Quercus virginiana	Live Oak	6	3" Cal.	12'-14' Ht.
⊕	Ulmus parvifolia	Lacebark Elm	7	3" Cal.	12'-14' Ht.
<b>SHRUBS</b>					
****	Juniperus sp.	Juniper	85	7-9 Gal.	36" min. ht, 18" min. spread, Plant 36" O.C.
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<b>GROUND COVER</b>					
□	Cynodon spp.	Common Bermuda (On-Site)	18,335 S.F.		Solid Sod
■	Liriope muscari 'Big Blue' 'Big Blue'	Big Blue Liriope	1,203 S.F.		4" Pots 12" O.C.
- - -	Trench Edge at Planting Bed		341 L.F.		

ZONED ETH (ESTATE TOWN HOUS TRACT 2: NON-EXCLUSIVE EASEMENT DRAINAGE EASEMENT DOC#2013-66379 (SCHED "B" ITEM Q & S) ACCESS ESMT PER DOC# 2013-664 (SCHED "B" ITEM T)

LANDSCAPE ARCHITECT  
MECKS DESIGN GROUP, INC  
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RICHARDSON, TEXAS 75080  
CONTACT: HERB MECKS  
TEL:(972) 690-7474

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5	07-20-16	APPROVED PLANT LIST - UPDATE	NT				

**mdg**  
landscapes architects

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PROJECT INFO.

7-11  
F.M. 2281  
LEWISVILLE, TEXAS

DRAWING INFO.

LANDSCAPE PLAN



SHEET NUMBER

L1

7-11 - F.M. 2281 - LEWISVILLE, TEXAS - MDG JOB No. TDG-1526



WEST ELEVATION MATERIAL LEGEND:  
 BRICK: 674 SF- 73%  
 STONE: 248 SF- 27%  
 TOTAL: 922 SF

MARK	ITEM	MANUFACTURER	COLOR/TYPE
AL-1	ALUM. STOREFR/WIND.	KAWNEER	DARK BRONZE, ANODIZED PLUS FINISH
ST-1	SYN. STONE WAINSCOT	CORONADO STONE	VENETIAN VILLA - SHASTA
ST-2	CAST STONE BANDING	CONTINENTAL CAST STONE	1102 NATURAL STONE
ST-3	CAST STONE SURROUND	CONTINENTAL CAST STONE	1102 NATURAL STONE
ST-4	CAST STONE COPING	CONTINENTAL CAST STONE	1102 NATURAL STONE (DOUBLE SLOPE CDS18FE, CDS18FS)
ST-5	CAST STONE COPING	CONTINENTAL CAST STONE	1102 NATURAL STONE
ST-6	SPLIT FACE CMU	FEATHERLITE	BROWNSTONE
MTL-1	PRE-FINISHED METAL	BERRIDGE OR SIM.	DARK BRONZE
MTL-2	HM DOOR/HM FRAME	TBD	PAINT DARK BRONZE TO MATCH MTL-1
MTL-3	PRE-FINISHED METAL	MBCI	LIGHT STONE
MTL-4	PRE-FINISHED METAL	MBCI	BROWNSTONE
BK-1	BRICK	ACME BRICK	OXFORD PLACE
BK-2	BRICK	ACME BRICK	CHURCHILL
RT-1	STANDING SEAM MTL	MBCI	DARK BRONZE

NOTE:  
 1) ALL SIGNAGE UNDER SEPARATE PERMIT, BY OTHERS.

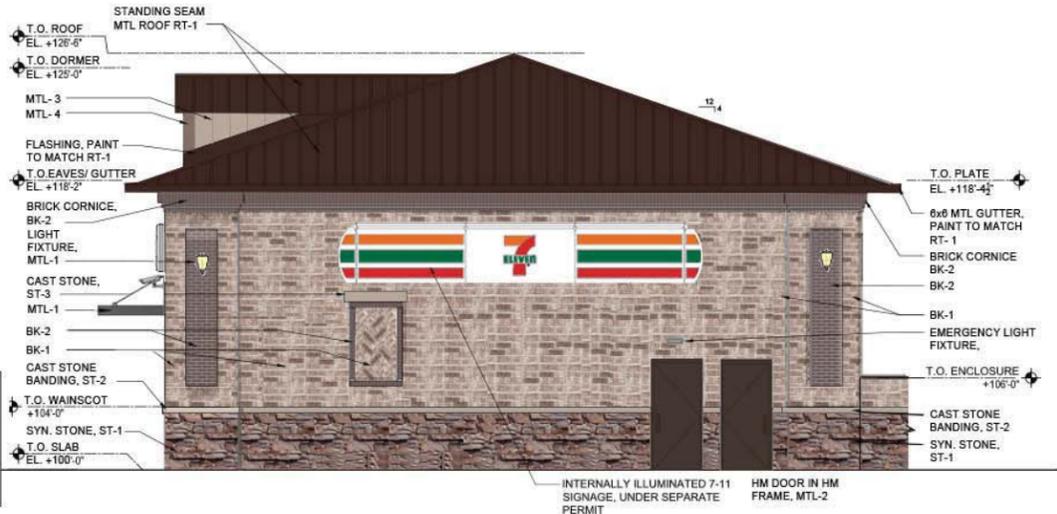
1 WEST ELEVATION  
 A4.0 SC: 3/16"=1'-0"



NORTH ELEVATION MATERIAL LEGEND:  
 BRICK: 625 SF- 78%  
 STONE: 177 SF- 22%  
 TOTAL: 802 SF

SOUTH ELEVATION MATERIAL LEGEND:  
 BRICK: 651 SF- 81%  
 STONE: 151 SF- 19%  
 TOTAL: 802 SF

3 SOUTH ELEVATION  
 A4.0 SC: 3/16"=1'-0"

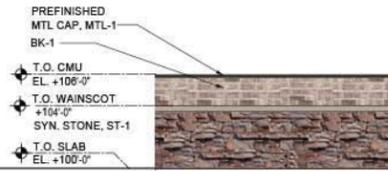
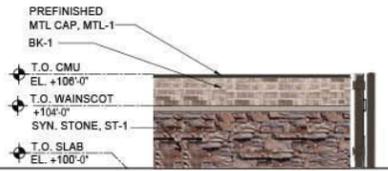


2 NORTH ELEVATION  
 A4.0 SC: 3/16"=1'-0"



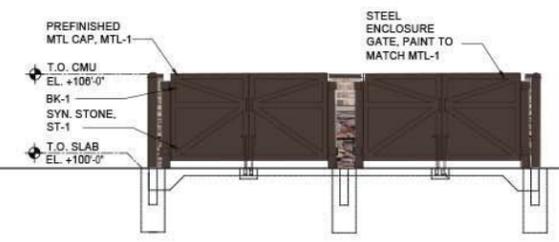
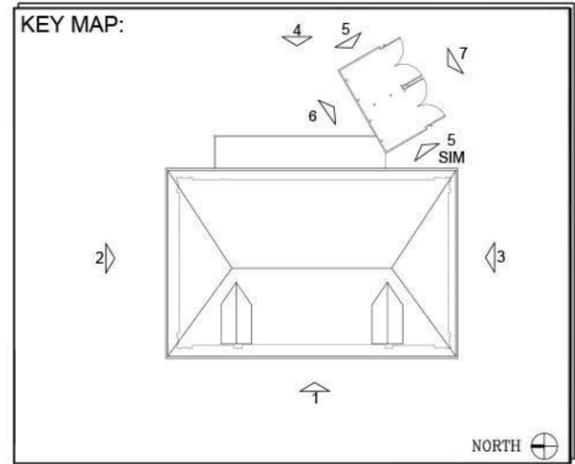
EAST ELEVATION MATERIAL LEGEND:  
 BRICK: 973 SF- 77%  
 STONE: 285 SF- 23%  
 TOTAL: 1258 SF

4 EAST ELEVATION  
 A4.0 SC: 3/16"=1'-0"



5 NORTH-EAST/ SOUTH-WEST ELEV  
 A4.0 SC: 3/16"=1'-0"

6 NORTH-WEST ELEVATION  
 A4.0 SC: 3/16"=1'-0"



7 SOUTH - EAST ELEVATION  
 A4.0 SC: 3/16"=1'-0"

Rev. #	Date	Description

7-ELEVEN, INC.  
 ONE ARTS PLAZA, 1722 ROUTH STREET, DALLAS, TEXAS 75221  
 7-11 STORE  
 PARKER AND OLD DENTON  
 LEWISVILLE, TX

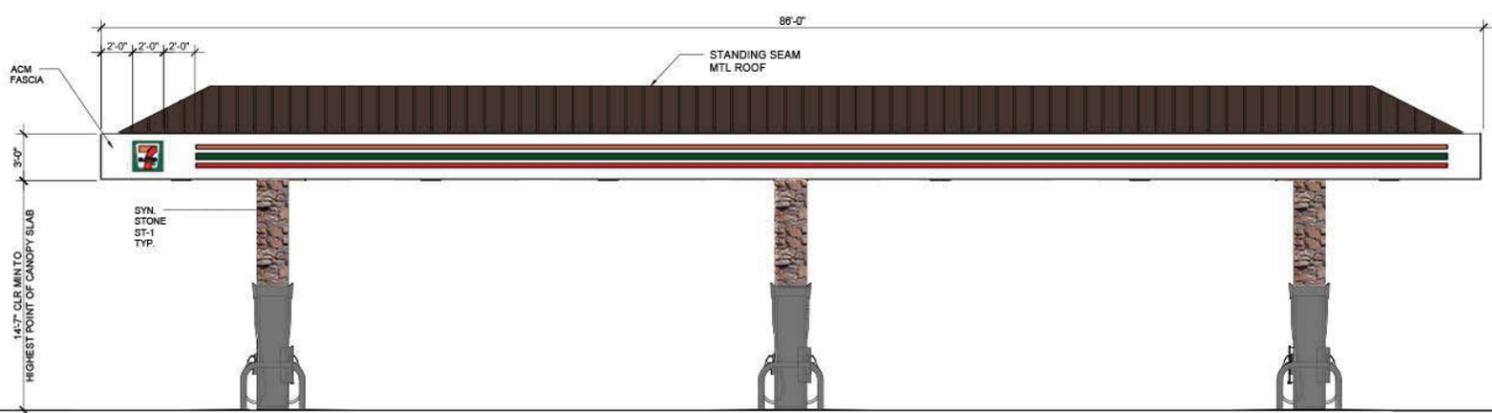


THE DIMENSION GROUP  
 ARCHITECTURE  
 CIVIL ENGINEERING  
 MEP ENGINEERING  
 PLANNING  
 10755 SANDHILL ROAD  
 DALLAS, TEXAS 75238  
 O: 214-343-9400 | F: 214-341-9066  
 dimensiongrp.com

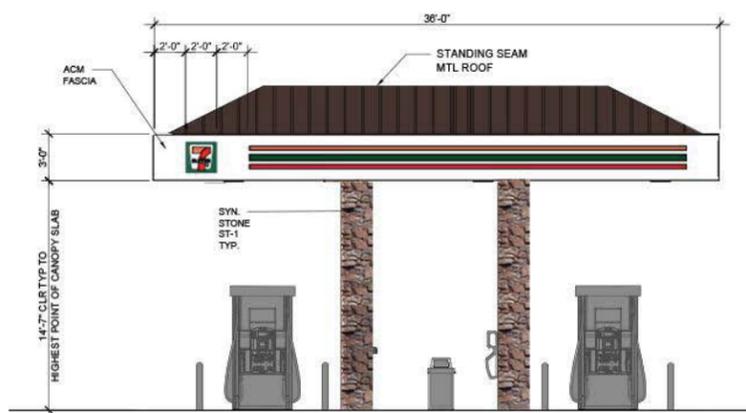
Job#: 14-519	Scale: AS NOTED	Date: 03/14/16	Drawn By: TS	Checked By: AM
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Documents prepared by The Dimension Group are to be used only for the project and site for which they were prepared. Any extension of use to other projects, by owner or any other party, without the written consent of The Dimension Group is done at the user's own risk. If used in a way other than that intended, The Dimension Group assumes no liability from all claims and losses.

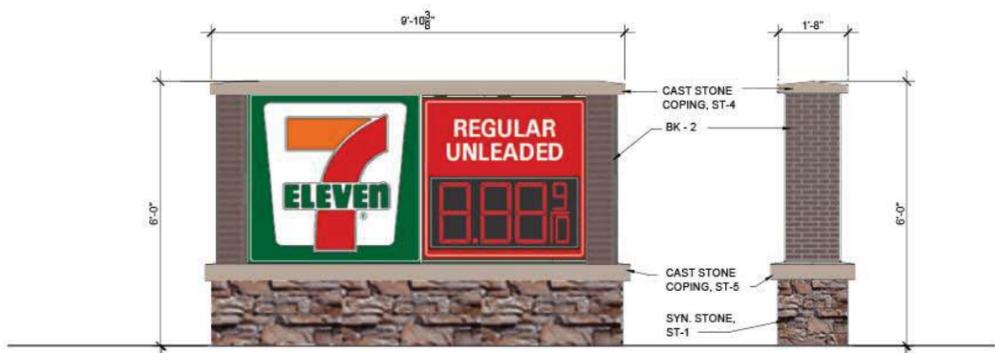
EXTERIOR ELEVATIONS



1 GAS CANOPY FRONT ELEVATION  
 A4.1 SC: 3/16"=1'-0"

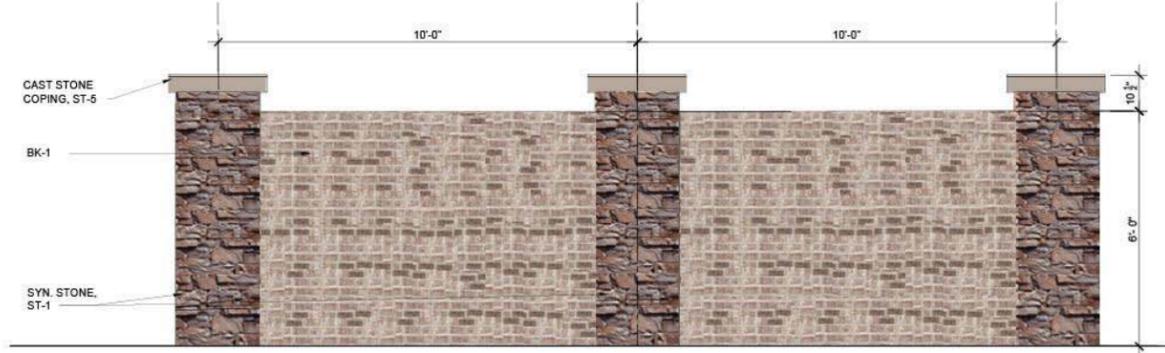


2 GAS CANOPY SIDE ELEVATION  
 A4.1 SC: 3/16"=1'-0"

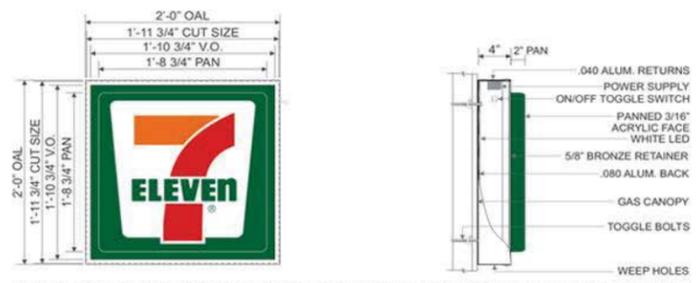


3 MONUMENT SIGN  
 A4.1 SC: 1/2"=1'-0"

\*\*SIGN UNDER SEPARATE PERMIT, BY OTHERS\*\*



4 SCREEN WALL  
 A4.1 SC: 1/2"=1'-0"

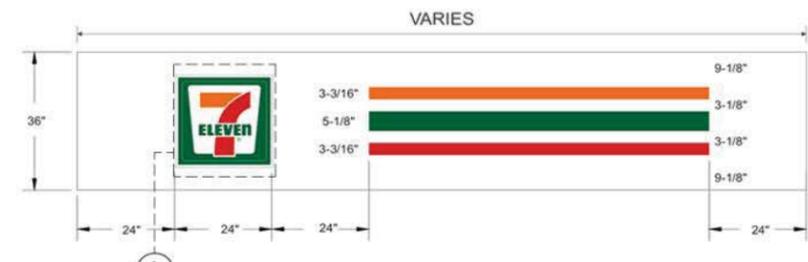


MANUFACTURE & SHIP THREE (3) W2X2 CANOPY (00000000) S/F INTERNALLY ILLUMINATED SIGN CABINETS. 3/16" THICK PAN FORMED WHITE ACRYLIC FACE W/ TRANSLUCENT VINYL GRAPHICS APPLIED FIRST SURFACE. 4" DEEP ALUM. RETURNS W/ 5/8"(FACE) X 1"(RETURN) RETAINER TO BE PAINTED PMS WHITE LOW GLOSS. CABINET TO BE INTERNALLY ILLUMINATED W/ WHITE LEDS.

NOTE: SIGN TO BE INSTALLED 2'-0" FROM LEFT EDGE OF GAS CANOPY.  
 NOTE: ACCOMPANYING TRI-STRIPE GRAPHICS (BY OTHERS) TO BEGIN 2'-0" FROM CABINET.

7-ELEVEN VINYL SPECS:  
 3M 3630-44 ORANGE,  
 3M 3630-33 RED,  
 3M 3630-26 GREEN

7-ELEVEN LOGO DIMENSIONS:  
 OAH: 18 11/16"  
 OAL: 17 15/16"



6 FRONT ELEV - TYP 36" CANOPY HEIGHT  
 A4.1 SC: FOR REF ONLY

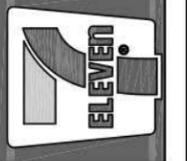


7 FRONT ELEV - MONUMENT SIGN  
 A4.1 SC: FOR REF ONLY

MARK	ITEM	MANUFACTURER	COLOR/TYPE
AL-1	ALUM. STOREFR./WIND.	KAWNEER	DARK BRONZE, ANODIZED PLUS FINISH
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GAS CANOPY/  
 SCREEN WALL/  
 SIGNAGE

## MEMORANDUM

**TO:** Donna Barron, City Manager

**FROM:** Nika Reinecke, Director of Economic Development and Planning

**DATE:** September 12, 2016

**SUBJECT:** **Public Hearing: Consideration of an Ordinance Granting a Zone Change Request From Office District (OD) to Old Town Mixed Use Two District (OTMU2), on a 0.209-Acre Tract of Land out of the J. W. Craft Survey, Abstract No. 295, Located on the Northwest Corner of West Main Street and North Edna Avenue, at 449 West Main Street, as Requested by Teresa Arnesen, the Property Owner (Case No. PZ-2016-08-20).**

### BACKGROUND

The applicant has owned the property since 2007. Various office businesses has occupied the 1,622 square-foot cottage structure located on the property over the years. The applicant is proposing to rezone it to OTMU2 to allow for greater business opportunities.

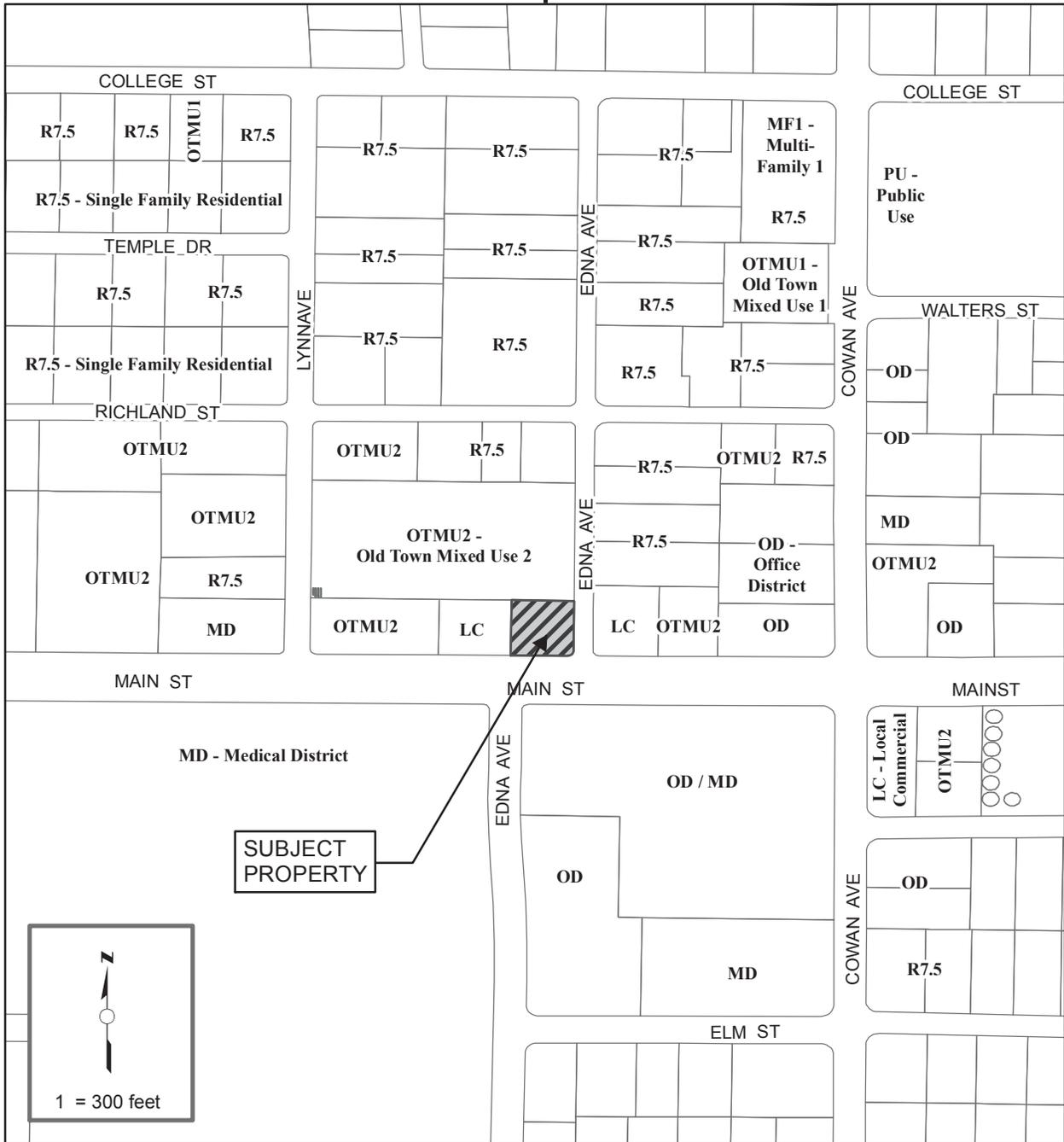
### ANALYSIS

The rezoning will allow the operation of retail and service uses in addition to office uses. The property is located in Old Town Design District and the proposed zoning of OTMU2 complies with the Old Town Master Plan for the area. The proposed rezoning will further enhance the historic Old Town character of the area. The Planning and Zoning Commission recommended unanimous approval (5-0) of the zone change request at their meeting of August 16, 2016.

### RECOMMENDATION

It is City staff's recommendation that the City Council approve the proposed ordinance as set forth in the caption above.

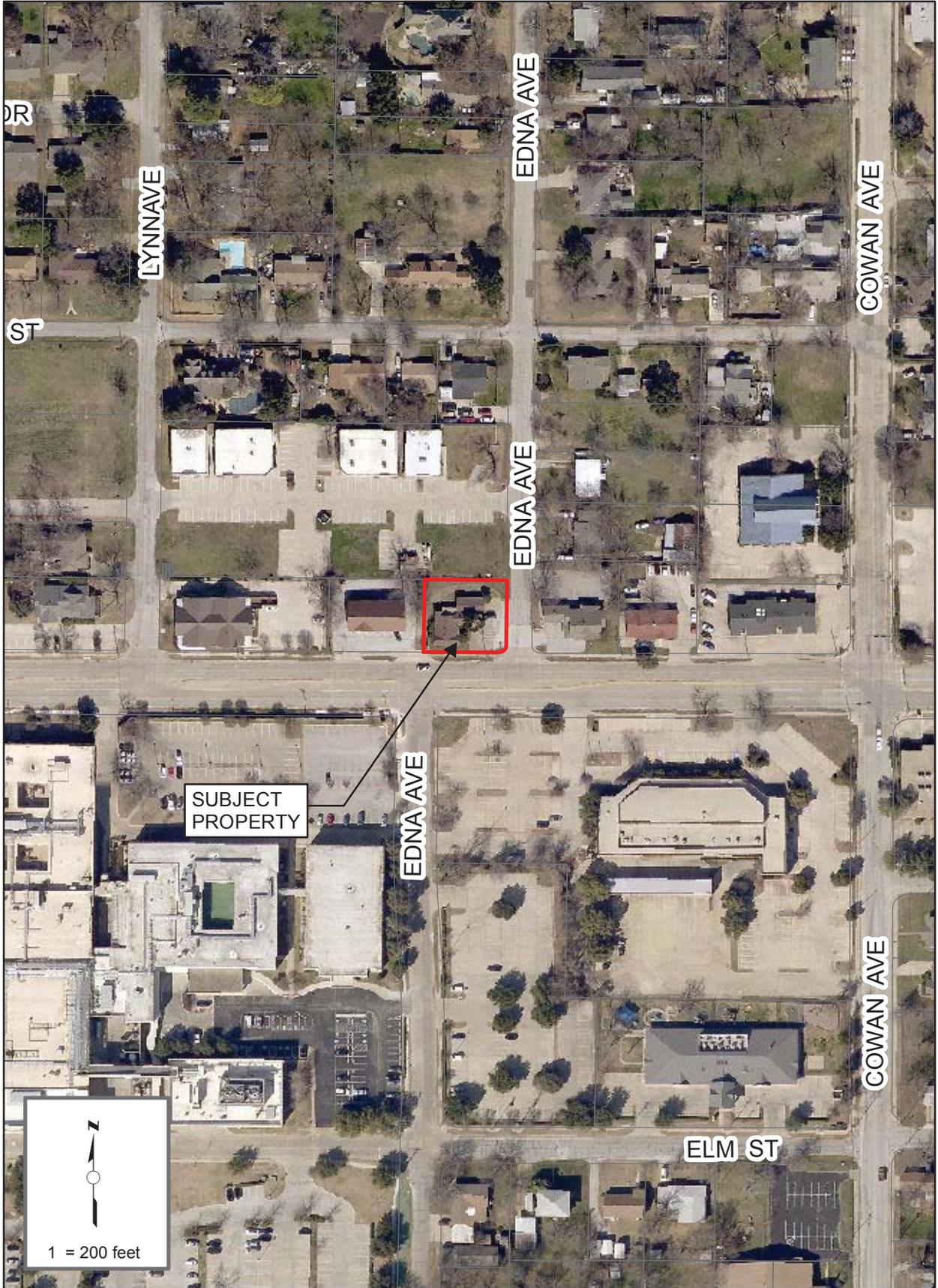
# Location Map - 449 Main



**ZONING CASE NO.PZ-2016-08-20**

- PROPERTY OWNER:** TERESA ARNESEN
- APPLICANT:** TERESA ARNESEN
- PROPERTY LOCATION:** 449 WEST MAIN STREET (0.209-ACRES)
- CURRENT ZONING:** OFFICE DISTRICT (OD)
- REQUESTED ZONING:** OLD TOWN MIXED USE TWO (OTMU2)

# Aerial Map - 449 Main



**MINUTES**  
**PLANNING AND ZONING COMMISSION**  
**AUGUST 16, 2016**

---

**Item 1:**

The Lewisville Planning and Zoning Commission meeting was called to order at 6:40 pm. Members present: James Davis, John Lyng, Mary Ellen Miksa, Alvin Turner and William Meredith. Members Kristin Green and Steve Byars were absent.

Staff members present: Richard Luedke, Planning Manager and Theresa Ernest, Planning Technician.

---

**Item 4:**

Public Hearings for Zoning and Special Use Permits were next on the agenda. There were three items for consideration:

- A. **Public Hearing:** Consideration of a Zone Change Request From Office District (OD) to Old Town Mixed Use Two District (OTMU2); on 0.209-Acres Situated in the J. W. Craft Survey, Abstract No. 295; Located at 449 West Main Street, as Requested by Teresa Arnesen, the Property Owner. (Case No. PZ-2016-08-20).

Staff gave an overview on the proposed zone change request and confirmed that the requested zoning complies with the Old Town Master Plan. The public hearing was then opened by Chairman Davis. There being no public comment, the public hearing was then closed. A motion was made by John Lyng to recommend approval of the zone change request, seconded by MaryEllen Miksa. The motion passed unanimously (5-0). Staff indicated that this item would be going before the City Council on September 12<sup>th</sup> for a second public hearing and a final decision.

## **SECTION 17-19. - "OD" OFFICE DISTRICT REGULATIONS**

- (a) *Use.*
- (1) Professional and administrative offices where only services are provided, no chattels or goods are offered for sale, and no outside storage is provided on the premises. This includes but is not limited to doctors, dentists, attorneys, architects, engineers, insurance, real estate, banks and similar offices.
  - (2) Business or commercial schools and institutions of education.
  - (3) Clinics, medical and dental.
  - (4) Veterinarian or animal clinic, provided the use is operated within an enclosed structure and is not on a lot abutting a single family zoned lot.
  - (5) Day nurseries.
  - (6) The incidental retail sale of food, beverages and other convenience items or services is permitted to the occupants, employees and guests, as long as these items are not advertised nor offered for sale to the general public.
  - (7) Church worship facilities.
  - (8) Buildings and uses owned or operated by public governmental agencies.
  - (9) Temporary buildings for uses incidental to construction work on the premises, which buildings shall be removed upon the completion or abandonment of construction work.
  - (10) Accessory buildings and uses customarily incidental to any of the above uses, provided that such not be objectionable because of odor, smoke, dust noise, vibration or similar nuisance.
  - (11) Private Utility Plants or Sub-stations (including alternative energy) (SUP required).
  - (12) Gas and oil drilling accessory uses (SUP required).
  - (13) Cemetery, columbarium, mausoleum and accessory uses (SUP required).
- (b) *Building and coverage regulations.*
- (1) *Building regulations.* The minimum floor area in "OD" office district shall be one thousand (1000) square feet.
  - (2) *Coverage regulations.* In no case shall any building or building complex cover more than thirty-five percent (35%) of the site area.
- (c) *Height.* The maximum height for buildings shall be fifty (50) feet. In no event, however, shall the portion of a building located within one hundred fifty (150) feet of any property zoned for residential purposes exceed the height allowed in that residential zoning district.
- (d) *Area.*
- (1) *Size of yards.*
    - a. *Front yard.*
      1. There shall be a minimum front yard having a depth of not less than forty (40) feet adjacent to any street with a right-of-way of one hundred (100) feet or more.
      2. There shall be a minimum front yard having a depth of not less than thirty (30) feet adjacent to any street with a right-of-way less than one hundred (100) feet.
      3. Lots having double frontage, running through from one street to another, shall provide the required setback from both streets.
    - b. *Side yard.* There shall be a minimum side yard of ten (10) feet on each side of the lot or tract on which any single building or building complex is constructed.
    - c. *Rear yard.* No rear yard is required except, that a rear yard of not less than twenty-five (25) feet in depth shall be provided upon that portion of a lot abutting or across a rear street from a residential district, except that such yard requirement shall not apply where the property in the residential district also backs up to the rear street. The required rear yard shall be waived when a screening device is installed in accordance with the city's general development ordinance. The building itself can serve as a portion of the

screening device when that portion of the building exterior is constructed of the same materials as the screening device.

(2) *Reserved.*

## **SECTION 17-22.7. - "OTMU2" OLD TOWN MIXED USE 2 DISTRICT REGULATIONS**

- (a) *Use.* A building or premise shall be used only for the following purposes:
- (1) Single-family dwellings.
  - (2) Single-family attached dwellings, provided that no more than nine (9) dwelling units are attached in one continuous row or group, and provided that no dwelling unit is constructed above another dwelling unit.
  - (3) Two-family dwellings (duplexes).
  - (4) Multi-family dwellings. Projects shall be a minimum of one (1) acre in land area. More than one lot may be utilized to meet the one-acre requirement as long as the lots are contiguous or directly across street rights-of-way. A minimum of twenty (20) units must be built in the first phase of construction.
  - (5) Retail establishments including but not limited to: bakeries; book, card, gift and stationary stores; building material sales; clothing; florists; grocery stores; and pet shops or others of a similar nature and subject to the following condition:
    - a. Temporary, portable outside display of merchandise is allowed on a daily basis but is limited to the area directly adjacent to the building occupied by the business and no more than five (5) feet from the building. A clear aisle shall be maintained for pedestrian access. Otherwise, no outside display or storage is permitted.
  - (6) Barber and beauty shops.
  - (7) Buildings and uses owned or operated by public governmental agencies.
  - (8) Business or commercial schools.
  - (9) Church worship facilities.
  - (10) Clinic, medical and dental, and related professional offices.
  - (11) Communication towers (SUP required). Towers, antennas and communication dishes located on a building may be extend a maximum of 15 feet above the building, but must be screened from view.
  - (12) Day nurseries.
  - (13) Dry cleaning and laundry services.
  - (14) Gasoline service stations, excluding major motor or transmission repair services (SUP required).
  - (15) Hotels, motels and inns.
  - (16) Mortuaries (SUP required).
  - (17) Professional offices.
  - (18) Restaurants.
  - (19) Veterinarian or animal clinic provided that no kennel or exercise runway shall be located outside the building.
  - (20) Video rental stores and movie theaters.
  - (21) Accessory buildings and uses customarily incidental to any of the above uses, provided that such not be objectionable because of odor, smoke, noise, vibration or similar nuisance. Dwelling units of 850 square foot minimum size shall be allowed as an accessory use to retail businesses.
  - (22) Non-accessory dwelling units of 650 square foot minimum size when located over a retail, restaurant or similar use on the first floor.
  - (23) Temporary buildings for uses incidental to construction work on the premises, which buildings shall be removed upon the completion or abandonment of construction work.
  - (24) Bed and breakfast (SUP required).
  - (25) Uses similar to the above mentioned permitted uses; provided activities conducted observe the requirements of all city ordinances.
  - (26) Private Utility Plants or Sub-stations (including alternative energy) (SUP required).
  - (27) Gas and oil drilling accessory uses (SUP required).
  - (28) Cemetery, columbarium, mausoleum and accessory uses (SUP required).
  - (29) Brewery, distillery, or winery.
  - (30) Bar (SUP required).
  - (31) Hotels, motels and inns with rooms containing a cooktop or oven (SUP required).
- (b) *Single-family detached and two-family requirements.*

- (1) *Maximum height.* No building shall exceed forty-five (45) feet or three and one-half (3-1/2) stories in height.
- (2) *Minimum dwelling size.* The minimum floor area of any single-family dwelling shall be one thousand seven hundred (1,700) square feet, exclusive of garages, breezeways and porches.
- (3) *Front yard.* No front setback is required.
- (4) *Side yard.* There shall be a side yard on each side of the lot having a width of not less than five (5) feet.
- (5) *Rear yard.* There shall be a rear yard having a depth of not less than twenty (20) feet. If a residential garage directly adjoins a rear alley, then the rear yard may be four (4) feet.

(c) *Single-family attached requirements.*

- (1) *Maximum height.* No building shall exceed seventy-five (75) feet in height.
- (2) *Minimum dwelling size.* The minimum floor area of any single-family attached dwelling shall be one thousand two hundred (1,200) square feet.
- (3) *Front yard.* No front setback is required.
- (4) *Side yard.* There shall be a side yard on each side of the lot having a width of not less than five (5) feet.
- (5) *Rear yard.* There shall be a rear yard having a depth of not less than six and one half (6.5) feet except if a residential garage directly adjoins a rear alley, then the rear yard may be four (4) feet.

(d) *Multi-family requirements.*

- (1) *Maximum height.* No building shall exceed seventy-five (75) feet in height excluding parapet walls. Parapet walls shall have a maximum height of eight (8) feet.
- (2) *Minimum dwelling size.* The minimum floor area of any multi-family dwelling shall be six hundred fifty (650) square feet, exclusive of garages, breezeways and porches.
- (3) *Front yard.* No front setback is required.
- (4) *Side yard.* There shall be a side yard on each side of the lot having a width of not less than five (5) feet.
- (5) *Rear yard.* There shall be a rear yard having a depth of not less than six and one half (6.5) feet except if a residential garage directly adjoins a rear alley, then the rear yard may be zero (0) feet.

(e) *Commercial and institutional building requirements.*

- (1) *Maximum height.* No building shall exceed seventy-five (75) feet in height excluding parapet walls. Parapet walls shall have a maximum height of eight (8) feet.
- (2) *Front yard.* No front setback is required.
- (3) *Side yard.* No side yard is required.
- (4) *Rear yard.* A rear yard of not less than ten (10) feet in depth shall be provided.

(f) *Other setbacks.*

- (1) The old town mixed use 2 district shall not be subject to the following provisions contained elsewhere in this ordinance:
  - a. "On a corner lot, the width of the yard along the side street shall not be less than any required front yard on the same side of such street between intersecting streets".
  - b. "...no accessory building shall be...closer than five feet to any rear or side lot line, and, in the case of corner lots, not less than the distance required for buildings from side streets".
  - c. "In any residential or MF district where 25 percent or more of the frontage upon the same side of a street between intersecting streets is occupied or partially occupied by a building or buildings having front yards of greater depth than is required by this chapter, no other lot upon the same side of such street between such

intersecting streets shall be occupied by a building with a front yard of less than the least depth of any such existing front yards.”

- (2) There shall be a minimum ten (10) foot setback on the driveway side of a lot when there is not sufficient maneuvering space on site to allow vehicles to exit the lot without backing onto a street identified as a thoroughfare on the Thoroughfare Plan.



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This Section (Office Use Only)		
Case:		
PZ:		CC:
Sign/s Picked Up By:		

**ZONE CHANGE APPLICATION**

Owner/s (name): <u>TERESA ARNESEN</u>	
Company Name:	
Mailing Address: <u>909 Timber Valley Cir. Flower Mound, TX. 75028</u>	
Work #:	Cell #: <u>(214) 476-6475</u>
E-Mail: <u>terearnesen@gmail.com</u>	
Owner Signature (Owner/s Must Sign or Submit Letter of Authorization): <u>Teresa Arnesen</u>	Date: <u>8/02/16</u>
Printed Name: <u>TERESA ARNESEN</u>	

Applicant/Agent (name):	
Company Name:	
Mailing Address:	
Work #:	Cell #:
E-Mail:	
Applicant/Agent Signature	Date:
Printed Name:	

Current Zoning: <u>OD</u>	Requested Zoning: <u>OTMUZ</u>	Acres: <u>0.209 ac.</u>
Legal Description (Lot/ Block/Tract/Abstract): <u>(<sup>DCAD</sup> Lot 8A, B1K C) Cowan Add'n</u> <u>- part of Lot 8, Block C</u>		
Address/Location: <u>449 W. Main St.</u>		

Application and Sign Fees: For OTMUL or OTMUZ - No Charge

Less than 1/2 acre	\$ 150.00
1/2 acre up to 4.99 acres	\$ 250.00
5 acres up to 24.99 acres	\$ 400.00

25 acres up to 49.99 acres	\$ 750.00
50 acres up to 99.99 acres	\$1,000.00
100 acres and more	\$1,500.00

Qty: <u>1</u>	Zone Change Signs - \$35 each. 1 sign required for each 5 acres (max. 5 per site)	\$ <u>35</u>
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Sign(s) must be posted a minimum of ten (10) days prior to the Planning & Zoning hearing date.

<b>Amount Due</b> (application & sign fee)	\$ <u>35</u>
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## SIGN POSTING

A sign indicating a pending zoning change is to be placed on the property involved in your application. Signs are to be purchased by the applicant at \$35.00 per sign. The cost of the sign(s) is in addition to the required zoning change filing fee. Signs may be reused, but only official City signs are deemed to meet this requirement. In posting the signs, the following guidelines must be adhered to:

1. The applicant or a designated representative is responsible for posting a sign or signs referencing a pending zoning change.
2. One (1) sign must be posted for each five (5) acres in the area of requested zoning change with a minimum of one (1) sign and a maximum of five (5) signs per site. Under certain circumstances, City Staff may authorize a reduction in the number of required signs.
3. The sign(s) must be posted a minimum of ten (10) days prior to the Planning & Zoning Commission hearing date.
4. The sign(s) must be in a conspicuous place on the subject property facing the street bounding the property. If more than one street bounds the property, the sign must be placed at the corner of the intersecting streets or on the street that is most heavily traveled. In cases where sizable acreage is involved, signs must be placed at several locations in public view.
5. If the sign is not displayed on the property on the day of the Planning & Zoning Commission hearing on subject property, it may result in the Commission delaying action on the case until another hearing date after the proper posting of the sign(s).
6. If the sign is removed from the property or is damaged by vandals or the weather, another sign shall be required.
7. If the zoning change application is withdrawn in writing prior to a notice of City Council Public Hearing on the request being submitted to the City's official newspaper, the sign must be removed within 24 hours of submission of the written notice to the City. If written notice is received after the City has submitted the notice of Public Hearing to the official newspaper, the sign must remain on the property until action is taken by the City Council.
8. If the zoning change application is forwarded to the City Council, the sign must remain on the property until final action has been taken on the case by the City Council. If the sign is found to be missing at any time before the City Council hearing, it may result in the Council delaying action on the case and setting another hearing date.
9. After the City Council has made a decision on the application, the sign(s) must be removed from the property within 10 days. After 10 days, the City may remove the signs.

**Please keep in mind that it is the applicant's responsibility to post the sign(s) and see that the sign(s) remain posted during the time the application is being processed. Any questions regarding the posting of signs should be directed to the Planning & Zoning Division of the City of Lewisville.**

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE OF THE LEWISVILLE CITY COUNCIL, AMENDING THE ZONING ORDINANCE BY REZONING APPROXIMATELY 0.209 ACRES OUT OF THE J.W. CRAFT SURVEY, ABSTRACT NO. 295, LOCATED AT THE NORTHWEST CORNER OF WEST MAIN STREET AND NORTH EDNA AVENUE, AT 449 WEST MAIN STREET; FROM OFFICE DISTRICT (OD) ZONING TO OLD TOWN MIXED USE TWO DISTRICT (OTMU2) ZONING; CORRECTING THE OFFICIAL ZONING MAP; PRESERVING ALL OTHER PORTIONS OF THE ZONING ORDINANCE; DETERMINING THAT THE PUBLIC INTERESTS AND GENERAL WELFARE DEMAND THIS ZONING CHANGE AND AMENDMENT THEREIN MADE; PROVIDING FOR A REPEALER, SEVERABILITY, AND A PENALTY; AND DECLARING AN EMERGENCY.**

**WHEREAS**, applications were made to amend the Official Zoning Map of Lewisville, Texas by making applications for same with the Planning and Zoning Commission of the City of Lewisville, Texas, as required by State statutes and the Zoning Ordinances of the City of Lewisville, Texas, said Planning and Zoning Commission has recommended that rezoning of the approximately 0.209-acre property described in the attached Exhibit “A” (the “Property”) be **approved**, and all the legal requirements, conditions and prerequisites having been complied with, the case having come before the City Council of the City of Lewisville, Texas, after all legal notices, requirements, conditions and prerequisites having been complied with; and,

**WHEREAS**, the City Council of the City of Lewisville, Texas, at a public hearing called by the City Council of the City of Lewisville, Texas, did consider the following factors in making a determination as to whether this requested change should be granted or denied: effect on the congestion of the streets; the fire hazards, panics and other dangers possibly present in the securing of safety from same; the effect on the promotion of health and the general welfare; effect on adequate

light and air; the effect on the overcrowding of the land; the effect of the concentration on population; the effect on the transportation, water, sewerage, schools, parks and other public facilities; and,

**WHEREAS**, the City Council further considered among other things the character of the district and its peculiar suitability for particular uses and with the view to conserve the value of buildings, encourage the most appropriate use of land throughout this City; and,

**WHEREAS**, the City Council of the City of Lewisville, Texas, does find that there is a public necessity for the zoning change, that the public interest clearly requires the amendment, that the zoning changes do not unreasonably invade the rights of adjacent property owners; and,

**WHEREAS**, the City Council of the City of Lewisville, Texas, does find that the change in zoning lessens the congestion in the streets; helps secure safety from fire, panic and other dangers; promotes health and the general welfare; provides adequate light and air; prevents the overcrowding of land; avoids undue concentration of population; facilitates the adequate provisions of transportation, water, sewerage, schools, parks and other public requirements; and,

**WHEREAS**, the City Council of the City of Lewisville, Texas, has determined that there is a necessity and need for this change in zoning and has also found and determined that there has been a change in the conditions of the property surrounding and in close proximity to the Property since it was originally classified and, therefore, feels that a change in zoning classification for the Property is needed, is called for, and is in the best interest of the public at large, the citizens of the City of Lewisville, Texas, and helps promote the general health, safety, and welfare of this community.

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

**SECTION 1.** The Zoning Ordinance of the City of Lewisville, Texas, be, and the same is hereby amended and changed in that the zoning of the Property is hereby changed to **OLD TOWN MIXED USE TWO DISTRICT (OTMU2) ZONING.**

**SECTION 2.** The City Manager, or her designee, is hereby directed to correct the official zoning map of the City of Lewisville, Texas, to reflect this change in zoning.

**SECTION 3.** That in all other respects the use of the tract or tracts of land hereinabove described shall be subject to all the applicable regulations contained in said City of Lewisville Zoning Ordinance and all other applicable and pertinent ordinances of the City of Lewisville, Texas.

**SECTION 4.** That the zoning regulations and districts as herein established have been made in accordance with the comprehensive plan for the purpose of promoting health, safety, and the general welfare of the community. They have been designed with respect to both present conditions and the conditions reasonably anticipated to exist in the foreseeable future, to lessen congestion in the streets; to secure safety from fire, panic, flood and other dangers; provide adequate light and air; to prevent overcrowding of land, to avoid undue concentration of population; facilitate the adequate provisions of transportation, water, sewage, parks and other public requirements, and to make adequate provisions for the normal business, commercial needs and development of the community. They have been made with reasonable consideration, among other things of the character of the district, and its peculiar suitability for the particular uses and with a view of conserving the value of buildings and encouraging the most appropriate use of land throughout the community.

**SECTION 5.** This Ordinance shall be cumulative of all other ordinances of the City of Lewisville, Texas, affecting zoning and shall not repeal any of the provisions of said ordinances,

except in those instances where provisions of those ordinances which are in direct conflict with the provisions of this Ordinance.

**SECTION 6.** That the terms and provisions of this Ordinance shall be deemed to be severable and that if the validity of the zoning affecting any portion of the Property shall be declared to be invalid, the same shall not affect the validity of the zoning of the balance of the tract or tracts of land described herein.

**SECTION 7.** Any person, firm or corporation who violates any provision of this Ordinance shall be deemed guilty of a misdemeanor and, upon conviction thereof in the Municipal Court, shall be subject to a fine of not more than \$2,000.00 for each offense, and each and every day such offense is continued shall constitute a new and separate offense.

**SECTION 8.** The fact that the present Zoning Ordinance and regulations of the City of Lewisville, Texas are inadequate to properly safeguard the health, safety, peace and general welfare of the inhabitants of the City of Lewisville, Texas, creates an emergency for the immediate preservation of the public business, property, health, safety and general welfare of the public which requires that this Ordinance shall become effective from and after the date of its final passage, and it is accordingly so ordained.

**DULY PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF LEWISVILLE, TEXAS, BY A VOTE OF \_\_\_\_ TO \_\_\_\_, ON THIS THE 12TH DAY OF SEPTEMBER, 2016.**

**APPROVED:**

ORDINANCE NO. \_\_\_\_\_

Page 5

\_\_\_\_\_  
Rudy Durham, MAYOR

**ATTEST:**

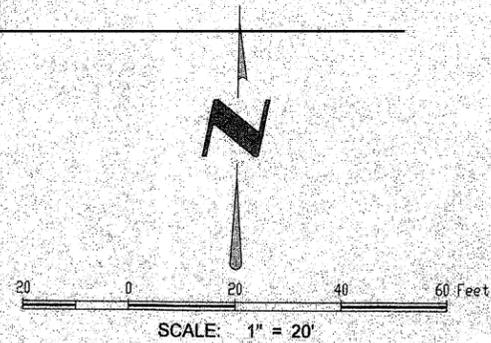
\_\_\_\_\_  
Julie Heinze, CITY SECRETARY

**APPROVED AS TO FORM:**

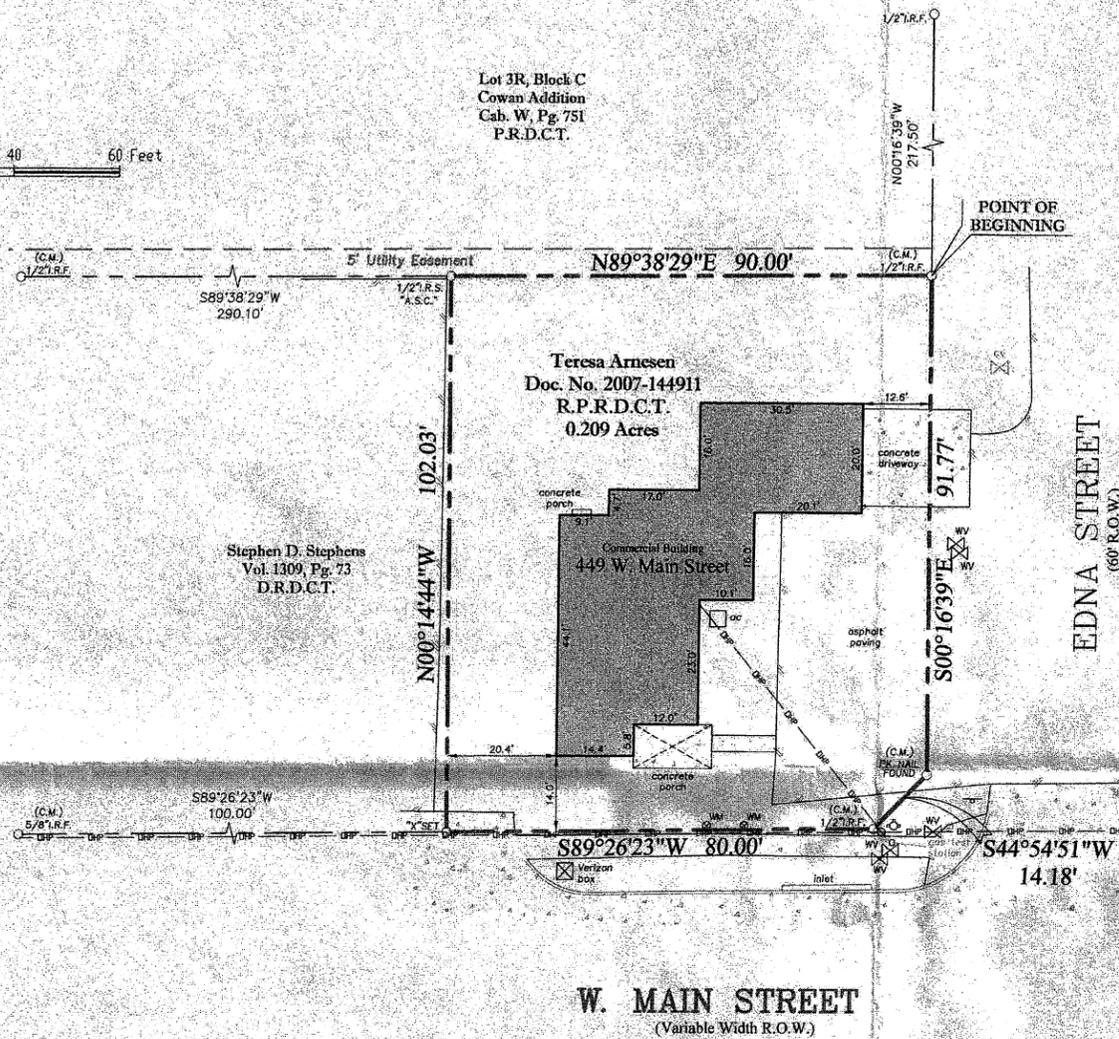
\_\_\_\_\_  
Lizbeth Plaster, CITY ATTORNEY

Exhibit A  
Property Description

# EXHIBIT A



Lot 3R, Block C  
Cowan Addition  
Cab. W, Pg. 751  
P.R.D.C.T.



**LEGAL DESCRIPTION:**  
0.209 ACRES

BEING all that certain lot, tract or parcel of land situated in the J. W. Craft Survey, Abstract Number 295, City of Lewisville, Denton County, Texas, and being a part of Lot 8, Block C, of the W. B. Cowan Addition, an addition to the City of Lewisville, Denton County, Texas, according to the plat thereof recorded in Volume 75, Page 158 of the Deed Records of Denton County, Texas, and being a part of that certain tract of land described by deed to Teresa Arnesen, recorded under Document Number 2007-144911 of the Real Property Records of Denton County, Texas, and being more particularly described as follows:

BEGINNING at a 1/2 inch iron rod found for the northeast corner of said Lot 8 and the southeast corner of Lot 3R, Block C, Cowan Addition, an addition to the City of Lewisville, Denton County, Texas, according to the plat thereof recorded in Cabinet W, Page 751 of the Plat Records of Denton County, Texas, and being in the west line of Edna Street;

THENCE South 00 degrees 16 minutes 39 seconds East, with the west line of said Edna Street, a distance of 91.77 feet to a PK Nail found for corner in the north line of W. Main Street, also known as F.M. 1171;

THENCE South 44 degrees 54 minutes 51 seconds West, with the north line of said W. Main Street, a distance of 14.18 feet to a 1/2 inch iron rod found for corner in the north line of said W. Main Street;

THENCE South 89 degrees 26 minutes 23 seconds West, continuing with the north line of said W. Main Street, a distance of 80.00 feet to an "X" cut set in concrete, being in the west line of said Arnesen tract and in the east line of that certain tract of land described by deed to Stephen D. Stephens, recorded in Volume 1309, Page 73 of the Deed Records of Denton County, Texas;

THENCE North 00 degrees 14 minutes 44 seconds West, with the common line of said Arnesen tract and said Stephens tract, a distance of 102.03 feet to a 1/2 inch iron rod with a yellow cap stamped "ARTHUR SURVEYING COMPANY" set for the common north corner of said Arnesen tract and said Stephens tract, being in the south line of said Lot 3R;

THENCE North 89 degrees 38 minutes 29 seconds East, with the common line of said Lot 8 and said Lot 3R, a distance of 90.00 feet to the POINT OF BEGINNING, and containing 0.209 acres of land, more or less, and being subject to any and all easements that may affect.

**LEGEND**

C.M.	CONTROLLING MONUMENT
I.R.F.	IRON ROD FOUND
I.R.S.	IRON ROD SET
X	CUT X IN CONCRETE
-X-	FENCE
▨	COVERED AREA
▭	CONCRETE
///	ASPHALT
—	OVERHEAD POWER LINE
⊙	POWER POLE
☆	LIGHT POLE
⊠	WATER VALVE
⊙	SANITARY SEWER CLEANOUT
⊙	SANITARY SEWER MANHOLE
⊙	FIRE HYDRANT
⊙	WATER METER
⊙	GAS VALVE
⊙	ELECTRIC METER
⊙	SPRINKLER HEAD
⊙	IRRIGATION CONTROL VALVE
-	SIGN



449 W. Main Street  
Lewisville, TX

The undersigned have/has received and reviewed a copy of this survey.

X \_\_\_\_\_

X \_\_\_\_\_

X \_\_\_\_\_

Date: \_\_\_\_\_

- NOTES:**
- Bearing shown are based on Texas State Plane Coordinate System, NAD83 (US Feet) with a combined scaled factor of 1.000150630.
  - All iron rods found are 1/2 inch unless otherwise noted. All iron rods set are 1/2 inch with a yellow cap stamped "Arthur Surveying Company".
  - The surveyor has made no investigation or independent search for easements of record, encumbrances, restrictive covenants, ownership title evidence, or any other facts that an accurate and current title search may disclose.

NO.	REVISION	BY	DATE

**SURVEYOR'S CERTIFICATION:**

The undersigned does hereby certify that this survey was this day made on the ground of the property legally described hereon and is correct and to the best of my knowledge, there are no visible discrepancies, conflicts, shortages in area, boundary line conflicts, encroachments, overlapping of improvements, easements or rights of way that I have been advised of except as shown hereon.

**FLOOD NOTE:** It is my opinion that the property described hereon is not within the 100-year flood zone area according to the Federal Emergency Management Agency Flood Insurance Rate Map Community Panel No. 480195 0545 G, present effective date of map, April 18, 2011, herein property situated within Zone "X" (Unshaded).

## BOUNDARY SURVEY

part of Lot 8, Block C  
W. B. Cowan Addition  
0.209 Acres out of the  
J. W. Craft Survey, Abst. No. 295  
City of Lewisville, Denton County, Texas

DRAWN BY: Jav DATE: 07-27-16 SCALE: 1" = 20' CHECKED BY: FHW ASC NO.: 1607148

**Arthur Surveying Co., Inc.**  
Professional Land Surveyors

(972) 221-9439 Fax: (972) 221-4675  
220 Elm Street, Suite 200 ~ P.O. Box 54  
Lewisville, Texas 75067 ~ TRFN NO: 10063800  
Established ~ 1986  
www.arthursurveying.com



MEMORANDUM



LEWISVILLE

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**TO:** Mayor Rudy Durham  
Mayor Pro Tem T J Gilmore  
Deputy Mayor Pro Tem Leroy Vaughn  
Councilman R Neil Ferguson  
Councilman Brandon Jones  
Councilman Brent Daniels

**FROM:** Donna Barron, City Manager

**DATE:** August 25, 2016

**SUBJECT: Public Hearing: Consideration of the Proposed FY 2016-17 Budget, Property Tax Revenue Increase and Proposed Property Tax Rate.**

In accordance with the City Charter, a public hearing is being held on the proposed FY 2016-2017 budget. In addition, state law requires two public hearings to be held on the proposed budget, property tax revenue increase, and proposed property tax rate if the proposed tax rate exceeds the effective rate. The proposed tax rate is .436086. This is the second public hearing. The first public hearing was held on August 24<sup>th</sup>.

In your backup you will find new fund summaries reflecting direction provided at the budget workshop. All affected revenue and expense lines have been adjusted for the changes made by Council (detailed below). Council decided to maintain the overall tax rate at 0.436086 (the split is .318766 for Operations and Maintenance (O/M) and .117320 Interest and Sinking (I/S) for FY 2016-17.

General Fund Operating Budget

○ Revenue from property tax rate	\$1,942,181
○ Compensation Plan	\$761,986
○ Additional funding for land/support center/EC	\$500,000
○ Mobile City Hall	\$102,919
○ Additional Street Repairs	\$100,000
○ Lake Park camping area road improvements	\$282,000
○ Additional funding to the Maintenance and Replacement Fund	\$100,000
○ Fire Suppression All-terrain Vehicle	\$29,765
○ Kiosks for MCL Grand	\$17,000
○ Part time Records Retention Clerk	\$14,500
○ Expanded Holiday Stroll Activities	\$17,800
○ Investigations Intern for the Police Department	\$16,211

In addition, Council funded the following items out of reserves:

○ Sealegs	\$125,000
○ ALS Manikins	\$ 93,728
○ Homeless Program	\$164,500



## LEWISVILLE

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### Utility Fund

Council elected to increase both the water and sewer rates by 3.5%. Following are the changes approved by the Council to the Utility Fund budget:

○ Increase to water and sewer revenue estimates	\$1,019,108
○ compensation plan 2%	\$55,434
○ mobile city hall	\$42,204
○ hydro excavator	\$355,863
○ business information analyst	\$77,387
○ Lewisville Intake Generator	\$129,542
○ Utilities Maintenance Pick Up	\$30,766
○ Plant 1 blower replacement	\$60,541
○ variable frequency drive	\$34,378
○ security cameras	\$74,309
○ wastewater plant 3 return pumps	\$12,802
○ Mpulse maintenance mgmt tablets	\$10,500
○ Innoyze SCADA watch	\$82,000
○ UT Filter pump	\$22,087
○ water plant security lighting	\$20,436
○ Intake raw water #4 motor	\$10,859

### Hotel Motel Fund

Council funded the following items from reserves: Latino Explosion, \$20,000 and renovation of facility for Visitors Bureau/Temporary Relocation, \$40,000.

### TIF

The TIF Fund summary has been modified to reflect new revenue estimates based on the valuation combined with the .436086 rate.

### TIF 2

The TIF Fund summary has been modified to reflect new revenue estimates based on the valuation combined with the .436086 rate.

### Debt

The Debt Fund summary has been modified to reflect new revenue estimates based on the valuation combined with the .11732 rate.

All other funds that have full time employees have also been adjusted to reflect the 2% additional compensation adjustment approved by the City Council during the Budget Workshop.

Please call if you have any questions.

# General Fund

(#101)

The General Fund is the City's largest and primary operating fund. It is used to account for all financial resources traditionally associated with City government, except those required to be accounted for in another fund. The General Fund accounts for basic City services such as police, fire, street maintenance, and parks and leisure services. The three primary sources of revenue for this fund are sales tax, property tax, and other taxes.

	FY 2012-2013 ACTUAL	FY 2013-2014 ACTUAL	FY 2014-2015 ACTUAL	FY 2015-2016 ORIGINAL BUDGET	FY 2015-2016 YTD	FY 2015-2016 REVISED	FY 2016-2017 PROPOSED BUDGET
<b>BEGINNING FUND BALANCES</b>	<b>31,072,848</b>	<b>31,491,275</b>	<b>31,643,561</b>	<b>29,873,489</b>	<b>36,571,222</b>	<b>36,571,222</b>	<b>33,312,238</b>
<b>REVENUES</b>							
Taxes	50,753,543	53,801,075	56,980,740	56,994,617	47,892,333	58,695,760	60,934,503
Licenses & Permits	1,910,433	1,818,744	2,171,011	1,390,491	1,889,169	1,725,047	1,740,957
Intergovernmental Revenues	259,883	359,806	268,871	263,335	148,405	268,454	317,001
Charges for Services	6,365,053	6,615,737	7,627,823	6,937,046	6,408,085	7,533,263	8,193,120
Culture and Recreation Revenues	1,223,524	1,223,963	1,028,354	1,191,600	904,353	1,247,195	1,251,050
Investment Earnings and Contributions	50,848	78,522	188,351	74,806	38,133	100,578	100,578
Fines, Forfeitures and other Court Fees	3,066,077	3,205,334	3,014,367	3,103,211	2,484,173	3,097,141	3,115,382
Other Financing Sources	530,476	615,310	686,726	520,923	247,940	582,925	1,426,335
Transfers In	3,936,466	3,898,606	3,894,871	3,898,854	3,542,225	11,472,317	3,918,477
<b>Total Revenues</b>	<b>68,096,304</b>	<b>71,617,096</b>	<b>75,861,113</b>	<b>74,374,883</b>	<b>63,554,818</b>	<b>84,722,680</b>	<b>80,997,403</b>
<b>Total Resources</b>	<b>99,169,152</b>	<b>103,108,371</b>	<b>107,504,674</b>	<b>104,248,372</b>	<b>100,126,040</b>	<b>121,293,902</b>	<b>114,309,641</b>
<b>EXPENDITURES</b>							
City Attorney	550,323	567,869	585,594	633,765	526,701	616,468	664,322
City Manager	998,238	1,102,064	1,025,093	1,227,915	1,126,995	1,226,159	1,445,126
City Secretary	297,667	336,960	330,017	367,998	318,926	366,591	373,313
Community Relations/Tourism	734,224	814,658	881,455	1,032,328	826,939	1,074,353	1,328,858
Development Services	2,415,697	2,690,964	2,743,288	2,875,434	2,346,772	2,792,689	2,927,956
Economic Development/Planning	602,711	617,502	601,113	769,424	683,426	865,887	1,003,524
Emergency Management	105,132	126,575	141,304	176,625	158,256	176,230	179,825
Engineering	1,235,213	1,228,669	1,279,397	1,350,874	1,184,621	1,353,071	1,684,823
Finance	1,274,037	1,281,226	1,332,686	1,466,202	1,292,566	1,457,190	1,538,984
Fire	16,005,016	16,505,460	17,025,366	18,187,189	15,177,383	18,219,904	19,072,306
Human Resources	700,097	728,781	784,669	818,673	716,483	825,680	1,006,891
Information Technology	1,966,765	2,017,242	2,584,662	3,007,088	2,621,488	3,009,117	2,900,117
Library Services	1,391,692	1,450,429	1,497,227	1,513,189	1,252,133	1,475,415	1,593,342
Mayor & Council	58,748	81,272	98,229	123,634	78,864	123,571	126,202
Municipal Court	878,493	903,903	894,137	950,092	805,671	942,001	1,014,176
Neighborhood Services	1,365,184	1,341,816	1,457,677	1,616,266	1,331,756	1,620,459	1,785,323
Non-Departmental	720,496	799,014	1,486,841	1,421,353	1,118,967	1,449,958	1,676,245
Parks & Leisure	4,580,184	4,728,527	5,119,471	5,373,659	4,350,078	5,417,188	6,212,113
Police	19,580,675	20,286,136	20,580,580	22,192,907	18,555,331	21,521,114	23,376,303
Public Services	6,873,677	8,033,957	8,225,263	9,270,268	8,128,978	9,143,983	11,087,654
<b>Total Expenditures</b>	<b>62,334,271</b>	<b>65,643,024</b>	<b>68,674,068</b>	<b>74,374,883</b>	<b>62,602,334</b>	<b>73,677,028</b>	<b>80,997,403</b>
<b>Current Rev. - Current Exp.</b>	<b>5,762,033</b>	<b>5,974,073</b>	<b>7,187,045</b>	<b>-</b>	<b>952,484</b>	<b>11,045,652</b>	<b>-</b>
<b>Expenditures from Fund Balance</b>							
Non-Departmental	5,343,606	5,821,787	2,259,383	5,044,431	13,951,349	14,304,636	4,647,578

	<b>FY 2012-2013</b>	<b>FY 2013-2014</b>	<b>FY 2014-2015</b>	<b>FY 2015-2016</b>	<b>FY 2015-2016</b>	<b>FY 2015-2016</b>	<b>FY 2016-2017</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>ORIGINAL</b>	<b>YTD</b>	<b>REVISED</b>	<b>PROPOSED</b>
				<b>BUDGET</b>			<b>BUDGET</b>
<b>ENDING FUND BALANCE</b>	<b>31,491,275</b>	<b>31,643,561</b>	<b>36,571,222</b>	<b>24,829,058</b>	<b>23,572,358</b>	<b>33,312,238</b>	<b>28,664,660</b>
<b>OPERATING RESERVE: 20%</b>	<b>12,466,854</b>	<b>13,128,605</b>	<b>13,734,814</b>	<b>14,874,977</b>	<b>12,520,467</b>	<b>14,735,406</b>	<b>16,199,481</b>
<b>UNDESIGNATED RESERVE</b>	<b>19,024,421</b>	<b>18,514,956</b>	<b>22,836,409</b>	<b>9,954,081</b>	<b>11,051,891</b>	<b>18,576,833</b>	<b>12,465,180</b>

# Debt Service Fund

(#120)

The Debt Service Fund's purpose is to provide for principal and interest payments for the City's General Obligation Bonds. Revenues and expenditures will vary each year in relation to the timing of issuance and the schedule of repayments.

	FY 2012-2013 ACTUAL	FY 2013-2014 ACTUAL	FY 2014-2015 ACTUAL	FY 2015-2016 ORIGINAL BUDGET	FY 2015-2016 YTD	FY 2015-2016 REVISED	FY 2016-2017 PROPOSED BUDGET
<b>BEGINNING FUND BALANCES</b>	<b>1,456,703</b>	<b>1,622,886</b>	<b>2,101,836</b>	<b>2,476,935</b>	<b>2,456,516</b>	<b>2,456,516</b>	<b>2,603,738</b>
<b><u>REVENUES</u></b>							
Taxes	7,923,411	8,407,375	9,007,942	9,433,490	9,619,720	9,433,490	10,448,625
Investment Earnings and Contributions	629,550	3,291,454	3,330,140	3,229,062	2,649,137	3,229,114	3,618,661
Other Financing Sources	15,456	16,226	23,506,120	-	-	-	-
Transfers In	-	-	-	-	-	-	-
<b>Total Revenues</b>	<b>8,568,417</b>	<b>11,715,055</b>	<b>35,844,202</b>	<b>12,662,552</b>	<b>12,268,858</b>	<b>12,662,604</b>	<b>14,067,286</b>
<b>Total Resources</b>	<b>10,025,119</b>	<b>13,337,941</b>	<b>37,946,037</b>	<b>15,139,487</b>	<b>14,725,373</b>	<b>15,119,120</b>	<b>16,671,024</b>
<b><u>EXPENDITURES</u></b>							
Non-Departmental	8,402,233	11,236,105	35,489,522	12,515,382	11,013,229	12,515,382	14,584,275
<b>Total Expenditures</b>	<b>8,402,233</b>	<b>11,236,105</b>	<b>35,489,522</b>	<b>12,515,382</b>	<b>11,013,229</b>	<b>12,515,382</b>	<b>14,584,275</b>
<b>Current Rev. - Current Exp.</b>	<b>166,183</b>	<b>478,950</b>	<b>354,680</b>	<b>147,170</b>	<b>1,255,629</b>	<b>147,222</b>	<b>(516,989)</b>
<b>ENDING FUND BALANCE</b>	<b>1,622,886</b>	<b>2,101,836</b>	<b>2,456,516</b>	<b>2,624,105</b>	<b>3,712,145</b>	<b>2,603,738</b>	<b>2,086,749</b>
<b>OPERATING RESERVE: NONE</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>UNDESIGNATED RESERVE</b>	<b>1,622,886</b>	<b>2,101,836</b>	<b>2,456,516</b>	<b>2,624,105</b>	<b>3,712,145</b>	<b>2,603,738</b>	<b>2,086,749</b>

# 2025 Implementation/Incentives

(#150)

This fund is used to track expenditures related to Vision 2025 Implementation.

	FY 2012-2013 ACTUAL	FY 2013-2014 ACTUAL	FY 2014-2015 ACTUAL	FY 2015-2016 ORIGINAL BUDGET	FY 2015-2016 YTD	FY 2015-2016 REVISED	FY 2016-2017 PROPOSED BUDGET
<b>BEGINNING FUND BALANCES</b>	-	-	-	17,008	670,730	670,730	55,355
<b>REVENUES</b>							
Investment Earnings and Contributions	-	-	3,322	-	1,532	1,365	2,784
Transfers In	-	-	757,027	250,000	250,000	250,000	250,000
<b>Total Revenues</b>	-	-	<b>760,349</b>	<b>250,000</b>	<b>251,532</b>	<b>251,365</b>	<b>252,784</b>
<b>Total Resources</b>	-	-	<b>760,349</b>	<b>267,008</b>	<b>922,262</b>	<b>922,095</b>	<b>308,139</b>
<b>EXPENDITURES</b>							
City Manager	-	-	89,618	267,008	585,078	866,740	308,139
<b>Total Expenditures</b>	-	-	<b>89,618</b>	<b>267,008</b>	<b>585,078</b>	<b>866,740</b>	<b>308,139</b>
<b>Current Rev. - Current Exp.</b>	-	-	<b>670,730</b>	<b>(17,008)</b>	<b>(333,546)</b>	<b>(615,375)</b>	<b>(55,355)</b>
<b>ENDING FUND BALANCE</b>	-	-	<b>670,730</b>	-	<b>337,184</b>	<b>55,355</b>	-
<b>OPERATING RESERVE: NONE</b>	-	-	-	-	-	-	-
<b>UNDESIGNATED RESERVE</b>	-	-	<b>670,730</b>	-	<b>337,184</b>	<b>55,355</b>	-

# Hotel/Motel Tax Fund

(#230)

The Hotel Motel Tax Fun accounts for the expenditure of revenues accumulated through a 7% charge on room occupancy at Lewisville hotels and motels.

	FY 2012-2013 ACTUAL	FY 2013-2014 ACTUAL	FY 2014-2015 ACTUAL	FY 2015-2016 ORIGINAL BUDGET	FY 2015-2016 YTD	FY 2015-2016 REVISED	FY 2016-2017 PROPOSED BUDGET
<b>BEGINNING FUND BALANCES</b>	<b>2,944,902</b>	<b>3,647,861</b>	<b>4,127,263</b>	<b>4,278,280</b>	<b>4,714,402</b>	<b>4,714,402</b>	<b>4,493,159</b>
<b>REVENUES</b>							
Taxes	2,065,369	2,196,565	2,431,791	2,196,565	2,016,974	2,445,276	2,737,288
Investment Earnings and Contributions	6,195	10,490	26,768	9,281	10,529	9,281	20,310
Other Financing Sources	1,446,590	(299,613)	(303,558)	(300,000)	(268,087)	(300,000)	1,750,000
<b>Total Revenues</b>	<b>3,518,154</b>	<b>1,907,442</b>	<b>2,155,002</b>	<b>1,905,846</b>	<b>1,759,415</b>	<b>2,154,557</b>	<b>4,507,598</b>
<b>Total Resources</b>	<b>6,463,056</b>	<b>5,555,302</b>	<b>6,282,265</b>	<b>6,184,126</b>	<b>6,473,818</b>	<b>6,868,959</b>	<b>9,000,757</b>
<b>EXPENDITURES</b>							
Community Relations/Tourism	2,815,195	1,428,039	1,567,863	1,731,894	1,209,776	1,748,170	1,875,144
<b>Total Expenditures</b>	<b>2,815,195</b>	<b>1,428,039</b>	<b>1,567,863</b>	<b>1,731,894</b>	<b>1,209,776</b>	<b>1,748,170</b>	<b>1,875,144</b>
<b>Current Rev. - Current Exp.</b>	<b>702,958</b>	<b>479,403</b>	<b>587,139</b>	<b>173,952</b>	<b>549,639</b>	<b>406,387</b>	<b>2,632,454</b>
<b>Expenditures from Fund Balance</b>							
Non-Departmental	-	-	-	577,138	627,630	627,630	1,014,965
<b>ENDING FUND BALANCE</b>	<b>3,647,861</b>	<b>4,127,263</b>	<b>4,714,402</b>	<b>3,875,094</b>	<b>4,636,411</b>	<b>4,493,159</b>	<b>6,110,648</b>
<b>OPERATING RESERVE: NONE</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>UNDESIGNATED RESERVE</b>	<b>3,647,861</b>	<b>4,127,263</b>	<b>4,714,402</b>	<b>3,875,094</b>	<b>4,636,411</b>	<b>4,493,159</b>	<b>6,110,648</b>

# Recreation Activity Fund

(#231)

This fund is used to track expenditures related to recreational programs including league play and recreation center classes.

	FY 2012-2013 ACTUAL	FY 2013-2014 ACTUAL	FY 2014-2015 ACTUAL	FY 2015-2016 ORIGINAL BUDGET	FY 2015-2016 YTD	FY 2015-2016 REVISED	FY 2016-2017 PROPOSED BUDGET
<b>BEGINNING FUND BALANCES</b>	<b>269,680</b>	<b>280,221</b>	<b>264,028</b>	<b>278,613</b>	<b>277,853</b>	<b>277,853</b>	<b>368,118</b>
<b>REVENUES</b>							
Charges for Services	597	408	704	1,000	1,193	1,000	1,000
Culture and Recreation Revenues	287,645	288,215	301,797	283,000	333,416	361,736	404,220
Investment Earnings and Contributions	125,994	159,802	156,186	182,109	117,768	257,508	152,109
Other Financing Sources	1,584	550	12	-	186	196	-
Transfers In	8,283	-	-	-	-	-	-
<b>Total Revenues</b>	<b>424,102</b>	<b>448,975</b>	<b>458,699</b>	<b>466,109</b>	<b>452,562</b>	<b>620,440</b>	<b>557,329</b>
<b>Total Resources</b>	<b>693,782</b>	<b>729,195</b>	<b>722,728</b>	<b>744,722</b>	<b>730,415</b>	<b>898,293</b>	<b>925,447</b>
<b>EXPENDITURES</b>							
Community Relations/Tourism	1,275	1,816	799	2,000	-	2,000	2,000
Library Services	-	60	-	1,200	-	1,200	1,200
Parks & Leisure	412,287	463,292	444,076	461,000	306,059	519,975	532,976
<b>Total Expenditures</b>	<b>413,562</b>	<b>465,167</b>	<b>444,875</b>	<b>464,200</b>	<b>306,059</b>	<b>523,175</b>	<b>536,176</b>
<b>Current Rev. - Current Exp.</b>	<b>10,541</b>	<b>(16,192)</b>	<b>13,825</b>	<b>1,909</b>	<b>146,503</b>	<b>97,265</b>	<b>21,153</b>
<b>Expenditures from Fund Balance</b>							
Non-Departmental	-	-	-	7,000	-	7,000	-
<b>ENDING FUND BALANCE</b>	<b>280,221</b>	<b>264,028</b>	<b>277,853</b>	<b>273,522</b>	<b>424,356</b>	<b>368,118</b>	<b>389,271</b>
<b>OPERATING RESERVE: NONE</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>UNDESIGNATED RESERVE</b>	<b>280,221</b>	<b>264,028</b>	<b>277,853</b>	<b>273,522</b>	<b>424,356</b>	<b>368,118</b>	<b>389,271</b>

# PEG Programming Fund

(#232)

	FY 2012-2013 ACTUAL	FY 2013-2014 ACTUAL	FY 2014-2015 ACTUAL	FY 2015-2016 ORIGINAL BUDGET	FY 2015-2016 YTD	FY 2015-2016 REVISED	FY 2016-2017 PROPOSED BUDGET
beginnull							
<b>BEGINNING FUND BALANCES</b>	<b>193,135</b>	<b>229,197</b>	<b>244,512</b>	<b>295,991</b>	<b>541,633</b>	<b>541,633</b>	<b>713,606</b>
<b>REVENUES</b>							
Taxes	271,395	277,775	299,709	277,775	467,868	396,706	396,706
Investment Earnings and Contributions	552	566	2,246	627	1,447	1,070	1,767
<b>Total Revenues</b>	<b>271,947</b>	<b>278,341</b>	<b>301,955</b>	<b>278,402</b>	<b>469,314</b>	<b>397,776</b>	<b>398,473</b>
<b>Total Resources</b>	<b>465,083</b>	<b>507,538</b>	<b>546,467</b>	<b>574,393</b>	<b>1,010,948</b>	<b>939,409</b>	<b>1,112,079</b>
<b>EXPENDITURES</b>							
Community Relations/Tourism	235,886	263,026	4,834	100,000	153,998	225,803	100,000
<b>Total Expenditures</b>	<b>235,886</b>	<b>263,026</b>	<b>4,834</b>	<b>100,000</b>	<b>153,998</b>	<b>225,803</b>	<b>100,000</b>
<b>Current Rev. - Current Exp.</b>	<b>36,062</b>	<b>15,315</b>	<b>297,121</b>	<b>178,402</b>	<b>315,317</b>	<b>171,973</b>	<b>298,473</b>
<b>ENDING FUND BALANCE</b>	<b>229,197</b>	<b>244,512</b>	<b>541,633</b>	<b>474,393</b>	<b>856,950</b>	<b>713,606</b>	<b>1,012,079</b>
<b>OPERATING RESERVE: NONE</b>	-	-	-	-	-	-	-
<b>UNDESIGNATED RESERVE</b>	<b>229,197</b>	<b>244,512</b>	<b>541,633</b>	<b>474,393</b>	<b>856,950</b>	<b>713,606</b>	<b>1,012,079</b>

# Court Technology Fund

(#233)

This fund has revenues from specific fees attached to fines and must be used for court technology purposes.

	FY 2012-2013 ACTUAL	FY 2013-2014 ACTUAL	FY 2014-2015 ACTUAL	FY 2015-2016 ORIGINAL BUDGET	FY 2015-2016 YTD	FY 2015-2016 REVISED	FY 2016-2017 PROPOSED BUDGET
<b>BEGINNING FUND BALANCES</b>	<b>178,374</b>	<b>183,735</b>	<b>190,073</b>	<b>181,677</b>	<b>201,616</b>	<b>201,616</b>	<b>202,557</b>
<b><u>REVENUES</u></b>							
Investment Earnings and Contributions	325	511	1,190	713	397	713	890
Fines, Forfeitures and other Court Fees	79,341	81,682	75,853	121,208	65,734	81,208	83,383
Transfers In	-	-	-	-	-	40,000	40,000
<b>Total Revenues</b>	<b>79,666</b>	<b>82,193</b>	<b>77,043</b>	<b>121,921</b>	<b>66,131</b>	<b>121,921</b>	<b>124,273</b>
<b>Total Resources</b>	<b>258,041</b>	<b>265,928</b>	<b>267,116</b>	<b>303,598</b>	<b>267,747</b>	<b>323,537</b>	<b>326,830</b>
<b><u>EXPENDITURES</u></b>							
Information Technology	40,000	40,000	40,000	79,211	66,342	76,720	93,862
Municipal Court	34,306	35,855	25,500	42,710	27,206	42,710	42,710
Non-Departmental	-	-	-	-	-	-	-
<b>Total Expenditures</b>	<b>74,306</b>	<b>75,855</b>	<b>65,500</b>	<b>121,921</b>	<b>93,548</b>	<b>119,430</b>	<b>136,572</b>
<b>Current Rev. - Current Exp.</b>	<b>5,360</b>	<b>6,338</b>	<b>11,543</b>	<b>-</b>	<b>(27,417)</b>	<b>2,491</b>	<b>(12,299)</b>
<b>Expenditures from Fund Balance</b>							
Non-Departmental	-	-	-	1,550	1,432	1,550	-
<b>ENDING FUND BALANCE</b>	<b>183,735</b>	<b>190,073</b>	<b>201,616</b>	<b>180,127</b>	<b>172,767</b>	<b>202,557</b>	<b>190,258</b>
<b>OPERATING RESERVE: NONE</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>UNDESIGNATED RESERVE</b>	<b>183,735</b>	<b>190,073</b>	<b>201,616</b>	<b>180,127</b>	<b>172,767</b>	<b>202,557</b>	<b>190,258</b>

# Court Security Fund

(#234)

This fund has revenues from specific fees attached to fines and must be used for court security purposes.\n

	FY 2012-2013 ACTUAL	FY 2013-2014 ACTUAL	FY 2014-2015 ACTUAL	FY 2015-2016 ORIGINAL BUDGET	FY 2015-2016 YTD	FY 2015-2016 REVISED	FY 2016-2017 PROPOSED BUDGET
<b>BEGINNING FUND BALANCES</b>	<b>66,496</b>	<b>72,233</b>	<b>78,866</b>	<b>74,699</b>	<b>83,165</b>	<b>83,165</b>	<b>57,685</b>
<b>REVENUES</b>							
Investment Earnings and Contributions	108	186	457	175	129	175	338
Fines, Forfeitures and other Court Fees	59,503	61,268	56,894	56,698	49,306	56,698	62,538
<b>Total Revenues</b>	<b>59,610</b>	<b>61,454</b>	<b>57,351</b>	<b>56,873</b>	<b>49,436</b>	<b>56,873</b>	<b>62,876</b>
<b>Total Resources</b>	<b>126,106</b>	<b>133,687</b>	<b>136,217</b>	<b>131,572</b>	<b>132,601</b>	<b>140,038</b>	<b>120,561</b>
<b>EXPENDITURES</b>							
Municipal Court	53,873	54,821	53,052	55,303	76,029	82,353	55,303
<b>Total Expenditures</b>	<b>53,873</b>	<b>54,821</b>	<b>53,052</b>	<b>55,303</b>	<b>76,029</b>	<b>82,353</b>	<b>55,303</b>
<b>Current Rev. - Current Exp.</b>	<b>5,738</b>	<b>6,633</b>	<b>4,299</b>	<b>1,570</b>	<b>(26,594)</b>	<b>(25,480)</b>	<b>7,573</b>
<b>ENDING FUND BALANCE</b>	<b>72,233</b>	<b>78,866</b>	<b>83,165</b>	<b>76,269</b>	<b>56,572</b>	<b>57,685</b>	<b>65,258</b>
<b>OPERATING RESERVE: NONE</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>UNDESIGNATED RESERVE</b>	<b>72,233</b>	<b>78,866</b>	<b>83,165</b>	<b>76,269</b>	<b>56,572</b>	<b>57,685</b>	<b>65,258</b>

# Juvenile Case Manager Fund

(#235)

This fund is used to account for expenditures related to the juvenile case manager fee collected by the municipal court.\n

	FY 2012-2013 ACTUAL	FY 2013-2014 ACTUAL	FY 2014-2015 ACTUAL	FY 2015-2016 ORIGINAL BUDGET	FY 2015-2016 YTD	FY 2015-2016 REVISED	FY 2016-2017 PROPOSED BUDGET
<b>BEGINNING FUND BALANCES</b>	<b>86,073</b>	<b>95,000</b>	<b>115,462</b>	<b>129,450</b>	<b>134,422</b>	<b>134,422</b>	<b>149,693</b>
<b>REVENUES</b>							
Investment Earnings and Contributions	125	262	749	230	258	230	556
Fines, Forfeitures and other Court Fees	78,919	93,582	93,462	92,555	81,225	92,555	102,945
<b>Total Revenues</b>	<b>79,044</b>	<b>93,843</b>	<b>94,211</b>	<b>92,785</b>	<b>81,483</b>	<b>92,785</b>	<b>103,501</b>
<b>Total Resources</b>	<b>165,117</b>	<b>188,843</b>	<b>209,673</b>	<b>222,235</b>	<b>215,905</b>	<b>227,207</b>	<b>253,194</b>
<b>EXPENDITURES</b>							
Municipal Court	70,117	73,381	75,251	77,680	71,412	77,514	73,955
<b>Total Expenditures</b>	<b>70,117</b>	<b>73,381</b>	<b>75,251</b>	<b>77,680</b>	<b>71,412</b>	<b>77,514</b>	<b>73,955</b>
<b>Current Rev. - Current Exp.</b>	<b>8,927</b>	<b>20,462</b>	<b>18,959</b>	<b>15,105</b>	<b>10,071</b>	<b>15,271</b>	<b>29,546</b>
<b>ENDING FUND BALANCE</b>	<b>95,000</b>	<b>115,462</b>	<b>134,422</b>	<b>144,555</b>	<b>144,493</b>	<b>149,693</b>	<b>179,239</b>
<b>OPERATING RESERVE: NONE</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>UNDESIGNATED RESERVE</b>	<b>95,000</b>	<b>115,462</b>	<b>134,422</b>	<b>144,555</b>	<b>144,493</b>	<b>149,693</b>	<b>179,239</b>

# Fire & Police Training Fund

(#237)

	FY 2012-2013 ACTUAL	FY 2013-2014 ACTUAL	FY 2014-2015 ACTUAL	FY 2015-2016 ORIGINAL BUDGET	FY 2015-2016 YTD	FY 2015-2016 REVISED	FY 2016-2017 PROPOSED BUDGET
<b>BEGINNING FUND BALANCES</b>	<b>126,742</b>	<b>154,218</b>	<b>158,513</b>	<b>93,467</b>	<b>138,838</b>	<b>138,838</b>	<b>10,048</b>
<b><u>REVENUES</u></b>							
Intergovernmental Revenues	41,145	23,591	7,010	29,879	47,314	44,581	38,100
Charges for Services	-	996	-	972	-	-	-
Culture and Recreation Revenues	-	-	-	-	22,581	22,581	29,191
Investment Earnings and Contributions	47,434	39,290	64,721	2,362	10,654	12,251	6,802
Transfers In	-	-	-	-	-	-	-
<b>Total Revenues</b>	<b>88,579</b>	<b>63,877</b>	<b>71,731</b>	<b>33,213</b>	<b>80,549</b>	<b>79,413</b>	<b>74,093</b>
<b>Total Resources</b>	<b>215,321</b>	<b>218,096</b>	<b>230,244</b>	<b>126,680</b>	<b>219,387</b>	<b>218,251</b>	<b>84,141</b>
<b><u>EXPENDITURES</u></b>							
Fire	58,754	58,120	63,824	70,797	7,931	165,255	71,150
Police	2,349	1,463	27,582	42,948	41,133	42,948	6,929
<b>Total Expenditures</b>	<b>61,103</b>	<b>59,583</b>	<b>91,406</b>	<b>113,745</b>	<b>49,064</b>	<b>208,203</b>	<b>78,079</b>
<b>Current Rev. - Current Exp.</b>	<b>27,476</b>	<b>4,295</b>	<b>(19,675)</b>	<b>(80,532)</b>	<b>31,484</b>	<b>(128,790)</b>	<b>(3,986)</b>
<b>ENDING FUND BALANCE</b>	<b>154,218</b>	<b>158,513</b>	<b>138,838</b>	<b>12,935</b>	<b>170,323</b>	<b>10,048</b>	<b>6,062</b>
<b>OPERATING RESERVE: NONE</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>UNDESIGNATED RESERVE</b>	<b>154,218</b>	<b>158,513</b>	<b>138,838</b>	<b>12,935</b>	<b>170,323</b>	<b>10,048</b>	<b>6,062</b>

# LEOSE Fund

(#238)

	FY 2012-2013 ACTUAL	FY 2013-2014 ACTUAL	FY 2014-2015 ACTUAL	FY 2015-2016 ORIGINAL BUDGET	FY 2015-2016 YTD	FY 2015-2016 REVISED	FY 2016-2017 PROPOSED BUDGET
<b>BEGINNING FUND BALANCES</b>	2,636	-	2,160	3,476	5,160	5,160	5,160
<b>REVENUES</b>							
Intergovernmental Revenues	-	10,493	10,316	9,000	10,039	9,000	9,000
Investment Earnings and Contributions	-	12	29	-	24	-	25
<b>Total Revenues</b>	-	<b>10,505</b>	<b>10,346</b>	<b>9,000</b>	<b>10,062</b>	<b>9,000</b>	<b>9,025</b>
<b>Total Resources</b>	<b>2,636</b>	<b>10,505</b>	<b>12,506</b>	<b>12,476</b>	<b>15,222</b>	<b>14,160</b>	<b>14,185</b>
<b>EXPENDITURES</b>							
Police	2,636	8,345	7,346	9,000	8,962	9,000	9,000
<b>Total Expenditures</b>	<b>2,636</b>	<b>8,345</b>	<b>7,346</b>	<b>9,000</b>	<b>8,962</b>	<b>9,000</b>	<b>9,000</b>
<b>Current Rev. - Current Exp.</b>	<b>(2,636)</b>	<b>2,160</b>	<b>2,999</b>	<b>-</b>	<b>1,100</b>	<b>-</b>	<b>25</b>
<b>ENDING FUND BALANCE</b>	<b>-</b>	<b>2,160</b>	<b>5,160</b>	<b>3,476</b>	<b>6,260</b>	<b>5,160</b>	<b>5,185</b>
<b>OPERATING RESERVE: NONE</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>UNDESIGNATED RESERVE</b>	<b>-</b>	<b>2,160</b>	<b>5,160</b>	<b>3,476</b>	<b>6,260</b>	<b>5,160</b>	<b>5,185</b>

# Waters Ridge PID Fund

(#239)

	FY 2012-2013 ACTUAL	FY 2013-2014 ACTUAL	FY 2014-2015 ACTUAL	FY 2015-2016 ORIGINAL BUDGET	FY 2015-2016 YTD	FY 2015-2016 REVISED	FY 2016-2017 PROPOSED BUDGET
<b>BEGINNING FUND BALANCES</b>	<b>225,559</b>	<b>234,472</b>	<b>242,468</b>	<b>243,115</b>	<b>254,000</b>	<b>254,000</b>	<b>254,665</b>
<b><u>REVENUES</u></b>							
Taxes	15,174	15,174	15,031	15,031	15,023	15,023	15,023
Investment Earnings and Contributions	424	661	1,526	642	560	642	1,158
<b>Total Revenues</b>	<b>15,599</b>	<b>15,835</b>	<b>16,557</b>	<b>15,673</b>	<b>15,583</b>	<b>15,665</b>	<b>16,181</b>
<b>Total Resources</b>	<b>241,157</b>	<b>250,308</b>	<b>259,025</b>	<b>258,788</b>	<b>269,583</b>	<b>269,665</b>	<b>270,846</b>
<b><u>EXPENDITURES</u></b>							
Economic Development/Planning	-	-	-	-	-	-	-
Parks & Leisure	6,685	7,840	5,025	15,000	3,100	15,000	15,000
<b>Total Expenditures</b>	<b>6,685</b>	<b>7,840</b>	<b>5,025</b>	<b>15,000</b>	<b>3,100</b>	<b>15,000</b>	<b>15,000</b>
<b>Current Rev. - Current Exp.</b>	<b>8,914</b>	<b>7,995</b>	<b>11,532</b>	<b>673</b>	<b>12,483</b>	<b>665</b>	<b>1,181</b>
<b>ENDING FUND BALANCE</b>	<b>234,472</b>	<b>242,468</b>	<b>254,000</b>	<b>243,788</b>	<b>266,483</b>	<b>254,665</b>	<b>255,846</b>
<b>OPERATING RESERVE: NONE</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>UNDESIGNATED RESERVE</b>	<b>234,472</b>	<b>242,468</b>	<b>254,000</b>	<b>243,788</b>	<b>266,483</b>	<b>254,665</b>	<b>255,846</b>

# Asset Forfeiture-State Fund

(#240)

	FY 2012-2013 ACTUAL	FY 2013-2014 ACTUAL	FY 2014-2015 ACTUAL	FY 2015-2016 ORIGINAL BUDGET	FY 2015-2016 YTD	FY 2015-2016 REVISED	FY 2016-2017 PROPOSED BUDGET
<b>BEGINNING FUND BALANCES</b>	<b>103,176</b>	<b>165,534</b>	<b>171,459</b>	<b>150,127</b>	<b>188,817</b>	<b>188,817</b>	<b>53,945</b>
<b><u>REVENUES</u></b>							
Intergovernmental Revenues	66,097	13,866	24,544	4,700	28,044	4,700	20,000
Investment Earnings and Contributions	251	443	1,081	-	377	-	-
Other Financing Sources	3,475	4,750	6,131	3,475	-	3,475	-
<b>Total Revenues</b>	<b>69,823</b>	<b>19,059</b>	<b>31,756</b>	<b>8,175</b>	<b>28,420</b>	<b>8,175</b>	<b>20,000</b>
<b>Total Resources</b>	<b>172,999</b>	<b>184,593</b>	<b>203,215</b>	<b>158,302</b>	<b>217,237</b>	<b>196,992</b>	<b>73,945</b>
<b><u>EXPENDITURES</u></b>							
Police	7,465	13,133	14,398	143,047	64,942	143,047	37,000
<b>Total Expenditures</b>	<b>7,465</b>	<b>13,133</b>	<b>14,398</b>	<b>143,047</b>	<b>64,942</b>	<b>143,047</b>	<b>37,000</b>
<b>Current Rev. - Current Exp.</b>	<b>62,358</b>	<b>5,926</b>	<b>17,358</b>	<b>(134,872)</b>	<b>(36,522)</b>	<b>(134,872)</b>	<b>(17,000)</b>
<b>ENDING FUND BALANCE</b>	<b>165,534</b>	<b>171,459</b>	<b>188,817</b>	<b>15,255</b>	<b>152,295</b>	<b>53,945</b>	<b>36,945</b>
<b>OPERATING RESERVE: NONE</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>UNDESIGNATED RESERVE</b>	<b>165,534</b>	<b>171,459</b>	<b>188,817</b>	<b>15,255</b>	<b>152,295</b>	<b>53,945</b>	<b>36,945</b>

# Asset Forfeiture-Federal Fund

(#241)

	FY 2012-2013 ACTUAL	FY 2013-2014 ACTUAL	FY 2014-2015 ACTUAL	FY 2015-2016 ORIGINAL BUDGET	FY 2015-2016 YTD	FY 2015-2016 REVISED	FY 2016-2017 PROPOSED BUDGET
<b>BEGINNING FUND BALANCES</b>	<b>662,233</b>	<b>677,802</b>	<b>619,298</b>	<b>160,831</b>	<b>367,358</b>	<b>367,358</b>	<b>130,279</b>
<b><u>REVENUES</u></b>							
Intergovernmental Revenues	371,222	326,490	103,371	200,000	65,178	100,000	60,000
Investment Earnings and Contributions	1,051	1,705	2,644	1,674	693	1,674	1,908
Other Financing Sources	-	-	-	-	-	-	-
<b>Total Revenues</b>	<b>372,273</b>	<b>328,195</b>	<b>106,015</b>	<b>201,674</b>	<b>65,871</b>	<b>101,674</b>	<b>61,908</b>
<b>Total Resources</b>	<b>1,034,506</b>	<b>1,005,997</b>	<b>725,313</b>	<b>362,505</b>	<b>433,229</b>	<b>469,032</b>	<b>192,187</b>
<b><u>EXPENDITURES</u></b>							
Police	356,704	386,700	357,955	129,110	229,370	338,753	109,434
<b>Total Expenditures</b>	<b>356,704</b>	<b>386,700</b>	<b>357,955</b>	<b>129,110</b>	<b>229,370</b>	<b>338,753</b>	<b>109,434</b>
<b>Current Rev. - Current Exp.</b>	<b>15,569</b>	<b>(58,505)</b>	<b>(251,940)</b>	<b>72,564</b>	<b>(163,498)</b>	<b>(237,079)</b>	<b>(47,526)</b>
<b>ENDING FUND BALANCE</b>	<b>677,802</b>	<b>619,298</b>	<b>367,358</b>	<b>233,395</b>	<b>203,859</b>	<b>130,279</b>	<b>82,753</b>
<b>OPERATING RESERVE: NONE</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>UNDESIGNATED RESERVE</b>	<b>677,802</b>	<b>619,298</b>	<b>367,358</b>	<b>233,395</b>	<b>203,859</b>	<b>130,279</b>	<b>82,753</b>

# Community Activities Fund

(#255)

	FY 2012-2013 ACTUAL	FY 2013-2014 ACTUAL	FY 2014-2015 ACTUAL	FY 2015-2016 ORIGINAL BUDGET	FY 2015-2016 YTD	FY 2015-2016 REVISED	FY 2016-2017 PROPOSED BUDGET
<b>BEGINNING FUND BALANCES</b>	<b>168,512</b>	<b>212,412</b>	<b>268,044</b>	<b>412,932</b>	<b>313,025</b>	<b>313,025</b>	<b>440,240</b>
<b>REVENUES</b>							
Culture and Recreation Revenues	204,035	185,008	251,411	440,538	302,140	531,141	541,306
Investment Earnings and Contributions	120,488	280,548	236,470	257,678	180,893	344,661	355,093
Other Financing Sources	(1)	10	-	-	-	-	-
Transfers In	80,000	-	-	-	-	-	-
<b>Total Revenues</b>	<b>404,522</b>	<b>465,566</b>	<b>487,881</b>	<b>698,216</b>	<b>483,033</b>	<b>875,802</b>	<b>896,399</b>
<b>Total Resources</b>	<b>573,034</b>	<b>677,978</b>	<b>755,924</b>	<b>1,111,148</b>	<b>796,059</b>	<b>1,188,827</b>	<b>1,336,639</b>
<b>EXPENDITURES</b>							
Community Relations/Tourism	360,622	409,934	442,899	653,101	504,856	738,587	913,435
Development Services	-	-	-	10,000	-	10,000	10,000
Economic Development/Planning	-	-	-	-	-	-	40,000
<b>Total Expenditures</b>	<b>360,622</b>	<b>409,934</b>	<b>442,899</b>	<b>663,101</b>	<b>504,856</b>	<b>748,587</b>	<b>963,435</b>
<b>Current Rev. - Current Exp.</b>	<b>43,900</b>	<b>55,632</b>	<b>44,982</b>	<b>35,115</b>	<b>(21,823)</b>	<b>127,215</b>	<b>(67,036)</b>
<b>ENDING FUND BALANCE</b>	<b>212,412</b>	<b>268,044</b>	<b>313,025</b>	<b>448,047</b>	<b>291,203</b>	<b>440,240</b>	<b>373,204</b>
<b>OPERATING RESERVE: NONE</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>UNDESIGNATED RESERVE</b>	<b>212,412</b>	<b>268,044</b>	<b>313,025</b>	<b>448,047</b>	<b>291,203</b>	<b>440,240</b>	<b>373,204</b>

# Grants Fund

(#270)

	FY 2012-2013 ACTUAL	FY 2013-2014 ACTUAL	FY 2014-2015 ACTUAL	FY 2015-2016 ORIGINAL BUDGET	FY 2015-2016 YTD	FY 2015-2016 REVISED	FY 2016-2017 PROPOSED BUDGET
<b>BEGINNING FUND BALANCES</b>	<b>20,245</b>	<b>20,626</b>	<b>20,673</b>	<b>31,569</b>	<b>31,569</b>	<b>31,569</b>	<b>59,244</b>
<b>REVENUES</b>							
Intergovernmental Revenues	706,901	315,716	418,155	441,703	279,022	476,063	1,888,005
Investment Earnings and Contributions	30	48	13	47	-	93	-
Other Financing Sources	-	-	-	-	-	-	-
Transfers In	95,535	7,461	8,542	11,979	-	11,979	3,226
<b>Total Revenues</b>	<b>802,466</b>	<b>323,225</b>	<b>426,710</b>	<b>453,729</b>	<b>279,022</b>	<b>488,135</b>	<b>1,891,231</b>
<b>Total Resources</b>	<b>822,710</b>	<b>343,851</b>	<b>447,383</b>	<b>485,298</b>	<b>310,590</b>	<b>519,704</b>	<b>1,950,475</b>
<b>EXPENDITURES</b>							
Development Services	-	-	96	-	-	-	-
Economic Development/Planning	191,080	41,015	-	-	-	-	-
Emergency Management	186,103	100,443	40,482	41,760	72,336	41,760	1,427,173
Engineering	25,916	9,294	-	-	-	-	-
Fire	148,413	64,551	241,139	200,000	69,055	200,000	200,000
Library Services	-	-	4,678	-	-	-	-
Parks & Leisure	-	402	-	-	-	-	-
Police	250,573	107,472	124,361	218,700	129,515	218,700	264,058
Public Services	-	-	5,059	-	1,427	-	-
<b>Total Expenditures</b>	<b>802,084</b>	<b>323,177</b>	<b>415,815</b>	<b>460,460</b>	<b>272,333</b>	<b>460,460</b>	<b>1,891,231</b>
<b>Current Rev. - Current Exp.</b>	<b>381</b>	<b>48</b>	<b>10,895</b>	<b>(6,731)</b>	<b>6,689</b>	<b>27,675</b>	<b>-</b>
<b>ENDING FUND BALANCE</b>	<b>20,626</b>	<b>20,673</b>	<b>31,569</b>	<b>24,838</b>	<b>38,257</b>	<b>59,244</b>	<b>59,244</b>
<b>OPERATING RESERVE: NONE</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>UNDESIGNATED RESERVE</b>	<b>20,626</b>	<b>20,673</b>	<b>31,569</b>	<b>24,838</b>	<b>38,257</b>	<b>59,244</b>	<b>59,244</b>

# CDBG Grant Fund

(#280)

	FY 2012-2013 ACTUAL	FY 2013-2014 ACTUAL	FY 2014-2015 ACTUAL	FY 2015-2016 ORIGINAL BUDGET	FY 2015-2016 YTD	FY 2015-2016 REVISED	FY 2016-2017 PROPOSED BUDGET
<b>BEGINNING FUND BALANCES</b>	<b>42,371</b>	<b>45,785</b>	<b>49,291</b>	<b>48,092</b>	<b>48,092</b>	<b>48,092</b>	<b>59,927</b>
<b><u>REVENUES</u></b>							
Intergovernmental Revenues	750,853	658,665	264,025	633,768	117,599	633,768	599,102
Investment Earnings and Contributions	357	243	96	283	-	437	-
Other Financing Sources	3,522	2,757	6,187	6,594	-	6,594	-
Transfers In	27,910	27,910	27,910	63,749	-	63,749	81,545
<b>Total Revenues</b>	<b>782,643</b>	<b>689,575</b>	<b>298,218</b>	<b>704,394</b>	<b>117,599</b>	<b>704,548</b>	<b>680,647</b>
<b>Total Resources</b>	<b>825,014</b>	<b>735,360</b>	<b>347,509</b>	<b>752,486</b>	<b>165,691</b>	<b>752,640</b>	<b>740,574</b>
<b><u>EXPENDITURES</u></b>							
Neighborhood Services	779,229	686,069	299,416	697,663	334,259	692,713	680,647
<b>Total Expenditures</b>	<b>779,229</b>	<b>686,069</b>	<b>299,416</b>	<b>697,663</b>	<b>334,259</b>	<b>692,713</b>	<b>680,647</b>
<b>Current Rev. - Current Exp.</b>	<b>3,414</b>	<b>3,505</b>	<b>(1,198)</b>	<b>6,731</b>	<b>(216,660)</b>	<b>11,835</b>	<b>-</b>
<b>ENDING FUND BALANCE</b>	<b>45,785</b>	<b>49,291</b>	<b>48,092</b>	<b>54,823</b>	<b>(168,567)</b>	<b>59,927</b>	<b>59,927</b>
<b>OPERATING RESERVE: NONE</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>UNDESIGNATED RESERVE</b>	<b>45,785</b>	<b>49,291</b>	<b>48,092</b>	<b>54,823</b>	<b>(168,567)</b>	<b>59,927</b>	<b>59,927</b>

# Crime Cntr & Prevention District

(#285)

	FY 2012-2013 ACTUAL	FY 2013-2014 ACTUAL	FY 2014-2015 ACTUAL	FY 2015-2016 ORIGINAL BUDGET	FY 2015-2016 YTD	FY 2015-2016 REVISED	FY 2016-2017 PROPOSED BUDGET
<b>BEGINNING FUND BALANCES</b>	<b>538,061</b>	<b>1,365,743</b>	<b>1,631,860</b>	<b>1,856,973</b>	<b>2,259,978</b>	<b>2,259,978</b>	<b>2,322,330</b>
<b><u>REVENUES</u></b>							
Taxes	2,614,149	2,914,466	3,057,726	2,914,466	2,093,946	3,057,726	3,170,027
Investment Earnings and Contributions	1,428	3,159	9,265	2,713	3,672	3,477	7,070
Other Financing Sources	840	-	122	-	-	-	-
<b>Total Revenues</b>	<b>2,616,417</b>	<b>2,917,625</b>	<b>3,067,113</b>	<b>2,917,179</b>	<b>2,097,618</b>	<b>3,061,203</b>	<b>3,177,097</b>
<b>Total Resources</b>	<b>3,154,479</b>	<b>4,283,368</b>	<b>4,698,972</b>	<b>4,774,152</b>	<b>4,357,596</b>	<b>5,321,181</b>	<b>5,499,427</b>
<b><u>EXPENDITURES</u></b>							
Information Technology	63,714	73,330	121,321	162,623	161,206	170,478	187,763
Neighborhood Services	180,800	197,418	202,018	219,892	186,443	216,809	231,076
Police	1,544,222	2,380,760	2,115,656	2,537,281	2,293,732	2,611,564	3,163,609
<b>Total Expenditures</b>	<b>1,788,736</b>	<b>2,651,508</b>	<b>2,438,995</b>	<b>2,919,796</b>	<b>2,641,381</b>	<b>2,998,851</b>	<b>3,582,448</b>
<b>Current Rev. - Current Exp.</b>	<b>827,681</b>	<b>266,117</b>	<b>628,118</b>	<b>(2,617)</b>	<b>(543,763)</b>	<b>62,352</b>	<b>(405,351)</b>
<b>ENDING FUND BALANCE</b>	<b>1,365,743</b>	<b>1,631,860</b>	<b>2,259,978</b>	<b>1,854,356</b>	<b>1,716,215</b>	<b>2,322,330</b>	<b>1,916,979</b>
<b>OPERATING RESERVE: 20%</b>	<b>357,747</b>	<b>530,302</b>	<b>487,799</b>	<b>583,959</b>	<b>528,276</b>	<b>599,770</b>	<b>716,490</b>
<b>UNDESIGNATED RESERVE</b>	<b>1,007,995</b>	<b>1,101,558</b>	<b>1,772,179</b>	<b>1,270,397</b>	<b>1,187,939</b>	<b>1,722,560</b>	<b>1,200,489</b>

# Fire Cntr & Prevention District

(#286)

	FY 2012-2013 ACTUAL	FY 2013-2014 ACTUAL	FY 2014-2015 ACTUAL	FY 2015-2016 ORIGINAL BUDGET	FY 2015-2016 YTD	FY 2015-2016 REVISED	FY 2016-2017 PROPOSED BUDGET
<b>BEGINNING FUND BALANCES</b>	<b>791,143</b>	<b>2,681,051</b>	<b>3,127,688</b>	<b>2,842,614</b>	<b>3,036,371</b>	<b>3,036,371</b>	<b>4,824,102</b>
<b><u>REVENUES</u></b>							
Taxes	2,636,653	2,916,364	3,058,057	2,916,364	2,098,006	3,058,057	3,170,027
Investment Earnings and Contributions	2,749	4,658	25,433	5,050	14,525	10,012	21,663
Other Financing Sources	-	300	-	-	55,000	-	-
<b>Total Revenues</b>	<b>2,639,402</b>	<b>2,921,322</b>	<b>3,083,489</b>	<b>2,921,414</b>	<b>2,167,531</b>	<b>3,068,069</b>	<b>3,191,690</b>
<b>Total Resources</b>	<b>3,430,545</b>	<b>5,602,373</b>	<b>6,211,177</b>	<b>5,764,028</b>	<b>5,203,902</b>	<b>6,104,440</b>	<b>8,015,792</b>
<b><u>EXPENDITURES</u></b>							
Emergency Management	-	16,418	18,890	28,658	21,628	24,311	25,503
Fire	749,494	2,398,402	3,076,223	1,193,018	1,000,838	1,180,960	7,004,884
Information Technology	-	59,865	79,693	78,792	65,784	75,067	198,138
<b>Total Expenditures</b>	<b>749,494</b>	<b>2,474,685</b>	<b>3,174,806</b>	<b>1,300,468</b>	<b>1,088,250</b>	<b>1,280,338</b>	<b>7,228,525</b>
<b>Current Rev. - Current Exp.</b>	<b>1,889,909</b>	<b>446,637</b>	<b>(91,317)</b>	<b>1,620,946</b>	<b>1,079,281</b>	<b>1,787,731</b>	<b>(4,036,835)</b>
<b>ENDING FUND BALANCE</b>	<b>2,681,051</b>	<b>3,127,688</b>	<b>3,036,371</b>	<b>4,463,560</b>	<b>4,115,652</b>	<b>4,824,102</b>	<b>787,267</b>
<b>OPERATING RESERVE: 20%</b>	<b>149,899</b>	<b>494,937</b>	<b>634,961</b>	<b>260,094</b>	<b>217,650</b>	<b>256,068</b>	<b>1,445,705</b>
<b>UNDESIGNATED RESERVE</b>	<b>2,531,152</b>	<b>2,632,751</b>	<b>2,401,410</b>	<b>4,203,466</b>	<b>3,898,002</b>	<b>4,568,034</b>	<b>(658,438)</b>

# Water & Sewer Fund

(#402)

The Utility Fund accounts for the City's water and wastewater utility operations. The utility fund is a proprietary fund that operates like a business and is self-sufficient. This means that the cost of providing services to citizens is financed or recovered through user fees. Water and Sewer sales comprise 93 percent of the fund's total revenue. Debt service reflected below is different from the scheduled debt service payments due to bond covenants that require monthly installments of the upcoming principle and interest payments.

	FY 2012-2013 ACTUAL	FY 2013-2014 ACTUAL	FY 2014-2015 ACTUAL	FY 2015-2016 ORIGINAL BUDGET	FY 2015-2016 YTD	FY 2015-2016 REVISED	FY 2016-2017 PROPOSED BUDGET
<b>BEGINNING FUND BALANCES</b>	<b>18,159,646</b>	<b>20,020,317</b>	<b>14,534,684</b>	<b>9,475,596</b>	<b>13,753,269</b>	<b>13,753,269</b>	<b>12,933,394</b>
<b>REVENUES</b>							
Utility Revenues	29,688,342	28,622,055	29,940,046	29,117,740	24,559,636	30,670,518	29,811,826
Charges for Services	174,962	(16,878)	(38,177)	-	(49,064)	-	-
Investment Earnings and Contributions	32,238	39,857	99,599	51,476	25,930	51,476	74,829
Other Financing Sources	5,068	17,397	6,357	11,006	66,876	11,958	4,802
Transfers In	50,000	-	-	-	-	-	-
<b>Total Revenues</b>	<b>29,950,610</b>	<b>28,662,430</b>	<b>30,007,825</b>	<b>29,180,222</b>	<b>24,603,377</b>	<b>30,733,952</b>	<b>29,891,457</b>
<b>Total Resources</b>	<b>48,110,256</b>	<b>48,682,747</b>	<b>44,542,509</b>	<b>38,655,818</b>	<b>38,356,647</b>	<b>44,487,221</b>	<b>42,824,851</b>
<b>EXPENDITURES</b>							
City Manager	180,666	183,962	151,013	-	-	-	-
Engineering	77,337	81,474	100,436	109,186	91,292	105,768	115,562
Finance	991,700	989,642	1,049,435	1,076,791	917,967	1,056,468	1,536,776
Information Technology	-	-	-	-	23,923	33,422	163,992
Neighborhood Services	-	-	-	-	-	-	-
Non-Departmental	10,294,774	11,556,220	9,901,956	11,313,791	9,451,454	11,313,791	11,748,241
Public Services	14,947,000	15,650,375	15,729,669	16,680,455	13,028,535	17,247,819	17,994,276
<b>Total Expenditures</b>	<b>26,491,477</b>	<b>28,461,673</b>	<b>26,932,509</b>	<b>29,180,223</b>	<b>23,513,170</b>	<b>29,757,268</b>	<b>31,558,847</b>
<b>Current Rev. - Current Exp.</b>	<b>3,459,133</b>	<b>200,757</b>	<b>3,075,316</b>	<b>(1)</b>	<b>1,090,207</b>	<b>976,684</b>	<b>(1,667,390)</b>
<b>Expenditures from Fund Balance</b>							
Non-Departmental	1,598,462	5,686,390	3,856,731	1,766,836	1,499,596	1,796,559	3,141,473
<b>ENDING FUND BALANCE</b>	<b>20,020,317</b>	<b>14,534,684</b>	<b>13,753,269</b>	<b>7,708,759</b>	<b>13,343,880</b>	<b>12,933,394</b>	<b>8,124,531</b>
<b>OPERATING RESERVE: 20%</b>	<b>5,298,295</b>	<b>5,692,335</b>	<b>5,386,502</b>	<b>5,836,045</b>	<b>4,702,634</b>	<b>5,951,454</b>	<b>6,311,769</b>
<b>UNDESIGNATED RESERVE</b>	<b>14,722,021</b>	<b>8,842,349</b>	<b>8,366,767</b>	<b>1,872,714</b>	<b>8,641,246</b>	<b>6,981,940</b>	<b>1,812,762</b>

# Maintenance & Replacement Fund

(#503)

	FY 2012-2013 ACTUAL	FY 2013-2014 ACTUAL	FY 2014-2015 ACTUAL	FY 2015-2016 ORIGINAL BUDGET	FY 2015-2016 YTD	FY 2015-2016 REVISED	FY 2016-2017 PROPOSED BUDGET
<b>BEGINNING FUND BALANCES</b>	<b>4,033,793</b>	<b>5,705,175</b>	<b>6,158,937</b>	<b>3,214,462</b>	<b>5,577,866</b>	<b>5,577,866</b>	<b>2,725,580</b>
<b>REVENUES</b>							
Internal Service Revenues	2,148,141	2,257,247	2,349,756	2,218,337	2,359,143	2,252,594	2,362,165
Investment Earnings and Contributions	10,810	16,569	32,311	16,223	10,737	16,223	24,300
Other Financing Sources	99,211	136,557	88,427	110,125	108,085	110,125	107,569
Transfers In	1,500,000	-	-	100,000	100,000	100,000	100,000
<b>Total Revenues</b>	<b>3,758,161</b>	<b>2,410,373</b>	<b>2,470,494</b>	<b>2,444,685</b>	<b>2,577,965</b>	<b>2,478,942</b>	<b>2,594,034</b>
<b>Total Resources</b>	<b>7,791,954</b>	<b>8,115,548</b>	<b>8,629,431</b>	<b>5,659,147</b>	<b>8,155,831</b>	<b>8,056,808</b>	<b>5,319,614</b>
<b>EXPENDITURES</b>							
Information Technology	419,315	155,991	161,645	1,026,437	889,300	1,035,737	181,484
Public Services	1,645,514	1,800,619	2,889,921	4,219,248	2,604,236	4,295,491	1,739,787
<b>Total Expenditures</b>	<b>2,064,829</b>	<b>1,956,610</b>	<b>3,051,565</b>	<b>5,245,685</b>	<b>3,493,536</b>	<b>5,331,228</b>	<b>1,921,271</b>
<b>Current Rev. - Current Exp.</b>	<b>1,693,332</b>	<b>453,762</b>	<b>(581,071)</b>	<b>(2,801,000)</b>	<b>(915,571)</b>	<b>(2,852,286)</b>	<b>672,763</b>
<b>Expenditures from Fund Balance</b>							
Non-Departmental	21,950	-	-	-	-	-	-
<b>ENDING FUND BALANCE</b>	<b>5,705,175</b>	<b>6,158,937</b>	<b>5,577,866</b>	<b>413,462</b>	<b>4,662,295</b>	<b>2,725,580</b>	<b>3,398,343</b>
<b>OPERATING RESERVE: NONE</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>UNDESIGNATED RESERVE</b>	<b>5,705,175</b>	<b>6,158,937</b>	<b>5,577,866</b>	<b>413,462</b>	<b>4,662,295</b>	<b>2,725,580</b>	<b>3,398,343</b>

# Self-Insurance Risk Fund

(#504)

	FY 2012-2013 ACTUAL	FY 2013-2014 ACTUAL	FY 2014-2015 ACTUAL	FY 2015-2016 ORIGINAL BUDGET	FY 2015-2016 YTD	FY 2015-2016 REVISED	FY 2016-2017 PROPOSED BUDGET
<b>BEGINNING FUND BALANCES</b>	<b>6,324,548</b>	<b>5,274,914</b>	<b>5,221,741</b>	<b>4,024,361</b>	<b>4,135,965</b>	<b>4,135,965</b>	<b>3,757,786</b>
<b><u>REVENUES</u></b>							
Internal Service Revenues	1,498,092	1,519,921	1,509,041	1,544,316	1,552,871	1,544,316	1,601,027
Investment Earnings and Contributions	9,304	16,216	37,095	15,789	12,299	15,789	27,991
Other Financing Sources	24,479	7,591	14,749	-	34,637	34,637	-
<b>Total Revenues</b>	<b>1,531,875</b>	<b>1,543,727</b>	<b>1,560,886</b>	<b>1,560,105</b>	<b>1,599,807</b>	<b>1,594,742</b>	<b>1,629,018</b>
<b>Total Resources</b>	<b>7,856,422</b>	<b>6,818,641</b>	<b>6,782,627</b>	<b>5,584,466</b>	<b>5,735,771</b>	<b>5,730,707</b>	<b>5,386,804</b>
<b><u>EXPENDITURES</u></b>							
Human Resources	1,581,508	1,596,900	1,482,112	1,549,961	1,374,260	1,765,397	1,617,654
<b>Total Expenditures</b>	<b>1,581,508</b>	<b>1,596,900</b>	<b>1,482,112</b>	<b>1,549,961</b>	<b>1,374,260</b>	<b>1,765,397</b>	<b>1,617,654</b>
<b>Current Rev. - Current Exp.</b>	<b>(49,634)</b>	<b>(53,172)</b>	<b>78,774</b>	<b>10,144</b>	<b>225,547</b>	<b>(170,655)</b>	<b>11,364</b>
<b>Expenditures from Fund Balance</b>							
Non-Departmental	1,000,000	-	1,164,551	214,524	111,616	207,524	96,068
<b>ENDING FUND BALANCE</b>	<b>5,274,914</b>	<b>5,221,741</b>	<b>4,135,965</b>	<b>3,819,981</b>	<b>4,249,896</b>	<b>3,757,786</b>	<b>3,673,082</b>
<b>OPERATING RESERVE: NONE</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>UNDESIGNATED RESERVE</b>	<b>5,274,914</b>	<b>5,221,741</b>	<b>4,135,965</b>	<b>3,819,981</b>	<b>4,249,896</b>	<b>3,757,786</b>	<b>3,673,082</b>

# Health Benefit Trust Fund

(#505)

	FY 2012-2013 ACTUAL	FY 2013-2014 ACTUAL	FY 2014-2015 ACTUAL	FY 2015-2016 ORIGINAL BUDGET	FY 2015-2016 YTD	FY 2015-2016 REVISED	FY 2016-2017 PROPOSED BUDGET
<b>BEGINNING FUND BALANCES</b>	<b>27,810</b>	<b>1,347,432</b>	<b>2,245,537</b>	<b>2,345,200</b>	<b>2,204,153</b>	<b>2,204,153</b>	<b>647,971</b>
<b><u>REVENUES</u></b>							
Charges for Services	-	-	1,469,441	1,767,584	1,567,350	1,767,584	1,841,147
Internal Service Revenues	8,387,837	9,188,531	8,055,888	7,765,774	8,029,651	7,765,774	9,734,645
Investment Earnings and Contributions	2,014	12,901	22,808	7,457	9,301	7,457	20,422
Other Financing Sources	22,644	96,132	28,206	45,544	13,279	46,580	8,460
Transfers In	1,000,000	-	-	-	-	-	-
<b>Total Revenues</b>	<b>9,412,494</b>	<b>9,297,564</b>	<b>9,576,344</b>	<b>9,586,359</b>	<b>9,619,580</b>	<b>9,587,395</b>	<b>11,604,674</b>
<b>Total Resources</b>	<b>9,440,304</b>	<b>10,644,996</b>	<b>11,821,881</b>	<b>11,931,559</b>	<b>11,823,734</b>	<b>11,791,548</b>	<b>12,252,645</b>
<b><u>EXPENDITURES</u></b>							
Human Resources	8,092,872	8,399,459	9,617,728	9,640,878	9,949,015	11,143,577	11,598,420
<b>Total Expenditures</b>	<b>8,092,872</b>	<b>8,399,459</b>	<b>9,617,728</b>	<b>9,640,878</b>	<b>9,949,015</b>	<b>11,143,577</b>	<b>11,598,420</b>
<b>Current Rev. - Current Exp.</b>	<b>1,319,623</b>	<b>898,105</b>	<b>(41,384)</b>	<b>(54,519)</b>	<b>(329,435)</b>	<b>(1,556,182)</b>	<b>6,254</b>
<b>ENDING FUND BALANCE</b>	<b>1,347,432</b>	<b>2,245,537</b>	<b>2,204,153</b>	<b>2,290,681</b>	<b>1,874,718</b>	<b>647,971</b>	<b>654,225</b>
<b>OPERATING RESERVE: NONE</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>UNDESIGNATED RESERVE</b>	<b>1,347,432</b>	<b>2,245,537</b>	<b>2,204,153</b>	<b>2,290,681</b>	<b>1,874,718</b>	<b>647,971</b>	<b>654,225</b>

# OPEB Liability Trust Fund

(#610)

	FY 2012-2013 ACTUAL	FY 2013-2014 ACTUAL	FY 2014-2015 ACTUAL	FY 2015-2016 ORIGINAL BUDGET	FY 2015-2016 YTD	FY 2015-2016 REVISED	FY 2016-2017 PROPOSED BUDGET
<b>BEGINNING FUND BALANCES</b>	<b>3,333,183</b>	<b>3,739,985</b>	<b>3,584,789</b>	<b>3,535,769</b>	<b>3,851,055</b>	<b>3,851,055</b>	<b>3,833,048</b>
<b><u>REVENUES</u></b>							
Internal Service Revenues	366,600	279,200	224,000	175,700	175,700	175,700	200,300
Investment Earnings and Contributions	409,002	(104,996)	382,066	80,093	259,883	80,093	63,138
<b>Total Revenues</b>	<b>775,602</b>	<b>174,204</b>	<b>606,066</b>	<b>255,793</b>	<b>435,583</b>	<b>255,793</b>	<b>263,438</b>
<b>Total Resources</b>	<b>4,108,785</b>	<b>3,914,189</b>	<b>4,190,855</b>	<b>3,791,562</b>	<b>4,286,638</b>	<b>4,106,848</b>	<b>4,096,486</b>
<b><u>EXPENDITURES</u></b>							
Human Resources	368,800	329,400	339,800	273,800	136,900	273,800	284,600
<b>Total Expenditures</b>	<b>368,800</b>	<b>329,400</b>	<b>339,800</b>	<b>273,800</b>	<b>136,900</b>	<b>273,800</b>	<b>284,600</b>
<b>Current Rev. - Current Exp.</b>	<b>406,802</b>	<b>(155,196)</b>	<b>266,266</b>	<b>(18,007)</b>	<b>298,683</b>	<b>(18,007)</b>	<b>(21,162)</b>
<b>ENDING FUND BALANCE</b>	<b>3,739,985</b>	<b>3,584,789</b>	<b>3,851,055</b>	<b>3,517,762</b>	<b>4,149,738</b>	<b>3,833,048</b>	<b>3,811,886</b>
<b>OPERATING RESERVE: NONE</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>UNDESIGNATED RESERVE</b>	<b>3,739,985</b>	<b>3,584,789</b>	<b>3,851,055</b>	<b>3,517,762</b>	<b>4,149,738</b>	<b>3,833,048</b>	<b>3,811,886</b>

# Tax Increment Reinvestment Zone1

(#792)

	FY 2012-2013 ACTUAL	FY 2013-2014 ACTUAL	FY 2014-2015 ACTUAL	FY 2015-2016 ORIGINAL BUDGET	FY 2015-2016 YTD	FY 2015-2016 REVISED	FY 2016-2017 PROPOSED BUDGET
<b>BEGINNING FUND BALANCES</b>	<b>1,117,884</b>	<b>1,119,551</b>	<b>1,217,423</b>	<b>1,358,644</b>	<b>1,364,226</b>	<b>1,364,226</b>	<b>1,514,067</b>
<b><u>REVENUES</u></b>							
Taxes	508,140	634,611	707,742	758,181	748,242	748,242	776,305
Investment Earnings and Contributions	2,294	3,953	8,877	3,295	3,886	3,295	8,877
Transfers In	-	-	-	-	-	-	-
<b>Total Revenues</b>	<b>510,434</b>	<b>638,563</b>	<b>716,619</b>	<b>761,476</b>	<b>752,128</b>	<b>751,537</b>	<b>785,182</b>
<b>Total Resources</b>	<b>1,628,318</b>	<b>1,758,115</b>	<b>1,934,042</b>	<b>2,120,120</b>	<b>2,116,354</b>	<b>2,115,763</b>	<b>2,299,249</b>
<b><u>EXPENDITURES</u></b>							
Economic Development/Planning	-	-	-	-	-	-	-
Non-Departmental	508,766	540,691	569,816	601,696	450,362	601,696	639,230
<b>Total Expenditures</b>	<b>508,766</b>	<b>540,691</b>	<b>569,816</b>	<b>601,696</b>	<b>450,362</b>	<b>601,696</b>	<b>639,230</b>
<b>Current Rev. - Current Exp.</b>	<b>1,668</b>	<b>97,872</b>	<b>146,802</b>	<b>159,780</b>	<b>301,767</b>	<b>149,841</b>	<b>145,952</b>
<b>ENDING FUND BALANCE</b>	<b>1,119,551</b>	<b>1,217,423</b>	<b>1,364,226</b>	<b>1,518,424</b>	<b>1,665,992</b>	<b>1,514,067</b>	<b>1,660,019</b>
<b>OPERATING RESERVE: NONE</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>UNDESIGNATED RESERVE</b>	<b>1,119,551</b>	<b>1,217,423</b>	<b>1,364,226</b>	<b>1,518,424</b>	<b>1,665,992</b>	<b>1,514,067</b>	<b>1,660,019</b>

# Tax Increment Reinvestment Zone2

(#793)

	FY 2012-2013 ACTUAL	FY 2013-2014 ACTUAL	FY 2014-2015 ACTUAL	FY 2015-2016 ORIGINAL BUDGET	FY 2015-2016 YTD	FY 2015-2016 REVISED	FY 2016-2017 PROPOSED BUDGET
<b>BEGINNING FUND BALANCES</b>	<b>22,059</b>	<b>95,245</b>	<b>200,708</b>	<b>448,873</b>	<b>450,946</b>	<b>450,946</b>	<b>827,225</b>
<b><u>REVENUES</u></b>							
Taxes	73,057	104,976	247,804	381,161	375,671	375,171	562,161
Investment Earnings and Contributions	128	488	2,434	383	1,859	1,108	1,946
<b>Total Revenues</b>	<b>73,186</b>	<b>105,463</b>	<b>250,238</b>	<b>381,544</b>	<b>377,530</b>	<b>376,279</b>	<b>564,107</b>
<b>Total Resources</b>	<b>95,245</b>	<b>200,708</b>	<b>450,946</b>	<b>830,417</b>	<b>828,477</b>	<b>827,225</b>	<b>1,391,332</b>
<b><u>EXPENDITURES</u></b>							
Economic Development/Planning	-	-	-	-	-	-	-
Non-Departmental	-	-	-	-	-	-	1,000,000
<b>Total Expenditures</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,000,000</b>
<b>Current Rev. - Current Exp.</b>	<b>73,186</b>	<b>105,463</b>	<b>250,238</b>	<b>381,544</b>	<b>377,530</b>	<b>376,279</b>	<b>(435,893)</b>
<b>ENDING FUND BALANCE</b>	<b>95,245</b>	<b>200,708</b>	<b>450,946</b>	<b>830,417</b>	<b>828,477</b>	<b>827,225</b>	<b>391,332</b>
<b>OPERATING RESERVE: NONE</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>UNDESIGNATED RESERVE</b>	<b>95,245</b>	<b>200,708</b>	<b>450,946</b>	<b>830,417</b>	<b>828,477</b>	<b>827,225</b>	<b>391,332</b>

# LPLDC (4B) Fund

(#794)

	FY 2012-2013 ACTUAL	FY 2013-2014 ACTUAL	FY 2014-2015 ACTUAL	FY 2015-2016 ORIGINAL BUDGET	FY 2015-2016 YTD	FY 2015-2016 REVISED	FY 2016-2017 PROPOSED BUDGET
<b>BEGINNING FUND BALANCES</b>	<b>7,187,149</b>	<b>8,178,339</b>	<b>9,094,361</b>	<b>9,717,253</b>	<b>10,540,108</b>	<b>10,540,108</b>	<b>4,901,270</b>
<b><u>REVENUES</u></b>							
Taxes	5,685,240	6,026,564	6,466,414	6,016,676	4,470,569	6,466,413	6,510,412
Culture and Recreation Revenues	235,728	236,703	222,111	227,333	172,954	227,333	246,421
Investment Earnings and Contributions	16,543	26,562	66,904	26,229	25,045	26,229	50,715
Other Financing Sources	32	28,923	28,967	-	29,099	28,953	28,953
Transfers In	-	-	-	28,953	-	-	-
<b>Total Revenues</b>	<b>5,937,542</b>	<b>6,318,752</b>	<b>6,784,396</b>	<b>6,299,191</b>	<b>4,697,668</b>	<b>6,748,928</b>	<b>6,836,501</b>
<b>Total Resources</b>	<b>13,124,691</b>	<b>14,497,091</b>	<b>15,878,757</b>	<b>16,016,444</b>	<b>15,237,775</b>	<b>17,289,036</b>	<b>11,737,771</b>
<b><u>EXPENDITURES</u></b>							
Information Technology	-	-	-	-	51,513	72,919	83,035
Library Services	511,480	572,330	477,303	798,838	598,006	713,551	923,789
Non-Departmental	2,907,069	2,795,234	2,714,333	2,748,837	2,247,969	2,748,837	3,031,621
Parks & Leisure	1,507,203	1,685,306	1,746,828	1,954,497	1,501,125	1,899,994	2,326,504
<b>Total Expenditures</b>	<b>4,925,752</b>	<b>5,052,870</b>	<b>4,938,463</b>	<b>5,502,172</b>	<b>4,398,613</b>	<b>5,435,301</b>	<b>6,364,949</b>
<b>Current Rev. - Current Exp.</b>	<b>1,011,790</b>	<b>1,265,882</b>	<b>1,845,932</b>	<b>797,019</b>	<b>299,054</b>	<b>1,313,627</b>	<b>471,552</b>
<b>Expenditures from Fund Balance</b>							
Non-Departmental	20,600	349,860	400,186	6,828,669	6,952,465	6,952,465	3,000,000
<b>ENDING FUND BALANCE</b>	<b>8,178,339</b>	<b>9,094,361</b>	<b>10,540,108</b>	<b>3,685,603</b>	<b>3,886,697</b>	<b>4,901,270</b>	<b>2,372,822</b>
<b>OPERATING RESERVE: 20%</b>	<b>985,150</b>	<b>1,010,574</b>	<b>987,693</b>	<b>1,100,434</b>	<b>879,723</b>	<b>1,087,060</b>	<b>1,272,990</b>
<b>UNDESIGNATED RESERVE</b>	<b>7,193,189</b>	<b>8,083,787</b>	<b>9,552,415</b>	<b>2,585,169</b>	<b>3,006,974</b>	<b>3,814,210</b>	<b>1,099,832</b>

## MEMORANDUM

**TO:** Donna Barron, City Manager

**THROUGH:** Brenda Martin, Finance Director

**FROM:** Todd White, Purchasing Manager

**DATE:** August 29, 2016

**SUBJECT:** **Approval of a Bid Award for the Official City of Lewisville Newspaper to the Denton Publishing Company; and Adopt the Resolution Designating the Denton Record-Chronicle as the City's Official Newspaper.**

### BACKGROUND

A bid invitation was created and posted on Bidsync.com June 17, 2016. Specifications were created in accordance with Texas Local Government Code Chapter 252.043, *Award of Contract*. Specifications under this chapter of the law state the award is to be made on the basis of the best value for the municipality.

In determining the best value for the municipality, the municipality may consider, among other things: (1) the purchase price; (2) the quality of the bidder's goods or services; and (3) the extent to which those goods or services meet the municipality's needs.

### ANALYSIS

Sealed bids were due August 25, 2016 and four bids were received. To be considered as a newspaper of record for a municipality, newspapers must meet the requirements of Government Code Chapter 2015 *Government Documents, Publications, and Notices*. Specifically, they must:

- (1) devote not less than 25 percent of its total column lineage to general interest items;
- (2) be published at least once each week;
- (3) be entered as second-class postal matter in the county where published; and
- (4) have been published regularly and continuously for at least 12 months before the governmental entity or representative publishes notice.

The Star Local Media-Lewisville Leader submitted an offer, but it is not being considered as it does not meet specifications requiring the paper to be entered as second-class postal matter in the county where it is published. The Denton Record-Chronicle is being recommended on the basis of best value.

### RECOMMENDATION

It is City staff's recommendation that the City Council approve the bid award and adopt the resolution as set forth in the caption above.

**CITY OF LEWISVILLE**  
**PURCHASING DIVISION**  
**BID TABULATION**  
**BID # 16-50-A**  
**PUBLICATION OF LEGAL NOTICES**

<u>Qty</u>	<u>Unit</u>	<u>Denton Publishing Company Denton, Texas Unit Price</u>	<u>Fort Worth Star Telegram Fort Worth, Texas Unit Price</u>	<u>Dallas Morning News Dallas, Texas Unit Price</u>
1	line	\$0.60 7 point type	\$2.25 6.5 point type	\$5.50 6 point type

NOTE: an offer was received from the Star Local Media - Lewisville Leader but does not meet specifications concerning second class posatal permit

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LEWISVILLE, TEXAS, DESIGNATING THE DENTON RECORD-CHRONICLE AS THE OFFICIAL NEWSPAPER OF THE CITY OF LEWISVILLE, TEXAS.**

**WHEREAS**, Section 52.004 of Chapter 52 of the Local Government Code, provides that the City Council of a home-rule city shall, as soon as practicable after the commencement of each municipal year, contract with a public newspaper as the official paper thereof, same to continue as such until another is elected; and,

**WHEREAS**, the Denton Record-Chronicle has submitted the best bid for the official newspaper and complies with the requirements of Section 2051.044, Texas Government Code;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LEWISVILLE, TEXAS, THAT:**

**SECTION 1.** The City Council of the City of Lewisville hereby designates, pursuant to Section 2051.044, Texas Government Code, and Section 52.004 of Chapter 52 of the Local Government Code, Denton Record-Chronicle, a public newspaper in and of Denton County, Texas, as the official paper of said city, same to continue as such until another is elected, and shall cause to be published therein all ordinances, notices, and other matters required by law or by the ordinances to be published or by the Charter of said city.

**SECTION 2.** The City Manager, or her designee, shall be hereby given whatever authority is necessary to contract with the Denton Record-Chronicle for said newspaper to become the official newspaper of the city and to do any and all acts necessary and appropriate in furtherance of this resolution and to effectuate said contract.

**RESOLUTION NO. \_\_\_\_\_**

**PAGE 2**

**DULY PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF  
LEWISVILLE, TEXAS, ON THIS THE 12TH DAY OF SEPTEMBER, 2016.**

**APPROVED:**

\_\_\_\_\_  
Rudy Durham, MAYOR

**ATTEST:**

\_\_\_\_\_  
Julie Heinze, CITY SECRETARY

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Lizbeth Plaster, CITY ATTORNEY

## MEMORANDUM

**TO:** Donna Barron, City Manager

**VIA:** Keith Marvin, P.E., Director of Public Services

**FROM:** Francis Mascarenhas, Internal Services Manager

**DATE:** September 12, 2016

**SUBJECT:** **Approval of a Contract Award for Custodial Services for Various City-Owned Buildings to Facility Services Group, LLC., Las Vegas, NV, in the Amount of \$273,831.00 Annually. The Terms of the Contract Will be for One (1) Year, with an Option to Extend Up to Four (4) Additional (12) Months Periods, Subject to Satisfactory Contract Performance Evaluation; and Authorization for the City Manager to Execute the Contract.**

### BACKGROUND

This contract provides custodial services for all City buildings. The contractor is responsible to provide personnel, insurance, transportation, supplies and tools of the trade to perform custodial cleaning tasks at City facilities on scheduled days and frequencies as specified. The City requires the contractor to provide a high level of customer service in a timely and professional manner using industry standards for custodial services. The primary scope of work for custodial services includes cleaning all of the offices, restrooms and public areas, emptying trash and recycling containers, and cleaning the City buildings. Custodial services have been provided by contractors for over ten years. City staff will continue to do the floor maintenance and other day to day custodial services at the MCL Grand Theater, Library, City Hall and Annex due to the high traffic in these facilities and the frequency of service needed.

Between 2012 and 2014, James Janitorial Services, LLC provided custodial services to the City of Lewisville and successfully completed a three-year custodial contract. After their contract period ended, in November 2014, the City went out for bids. Eagle Maintenance Company Inc., dba Service Master Clean, was the low bidder pursuant to City Bid No. 14-44-A, and was selected following a competitive bid process. A few months into the contract, Facility Maintenance personnel identified and reported performance concerns to Service Master, but the service continued to deteriorate to an unacceptable level. City staff were in contact with the contractor via email, phone, and one on one inspections attempting to resolve the service issues. Repeated vendor assurances of service level remedies went unfulfilled, and Facility Maintenance personnel had no choice, but to recommend the termination of this contract.

In April 2015, within 6 months of the contract period, the contract with Service Master was terminated.

Due to the termination of this custodial contract, temporary monthly custodial services were initiated, via a bid process, and monthly cleaning services were provided by James Janitorial on

an interim basis until a formal bidding process could be completed. In addition, it was decided to use a request for proposals method of bidding for the new contract, as staff wanted to evaluate additional criteria other than price alone for this service.

On July 21, 2016 proposals were received for Custodial Services at the following locations:

- Annex
- Library
- Central Fire Admin
- Police Department
- Steve McFadden Law Enforcement Center
- Old Town City Hall and Well House
- Kealy Operations Center
- Parks Maintenance
- MCL Grand Theater
- Hedrick House
- Memorial Park Recreation Center
- Memorial Park Senior Center
- Animal Shelter and Adoption Center
- Jerry R. Galler Training Center
- Wellness Clinic
- Fred Herring Recreation Center
- VCB Bank Building

The scope of the work includes regular nightly cleaning along with day porter services for select locations.

The proposed contract is for one (1) year with the option of four renewal periods in one (1) year increments based on satisfactory contract performance evaluation each year.

### **ANALYSIS**

Request for proposal (RFP 16-43-A) was issued on July 1, 2016 to provide custodial services for City facilities. On July 21, 2016 the City received nine proposals. Of the nine proposals, one company was selected to participate in follow-up interviews based on their technical response, and a rating matrix made up of the following criteria:

- Price (30%) – Based upon the total annual price (compared with and without consumables).
- Qualifications (30%) – Based on the safety and training program, mode of communication, subcontracting, equipment listing, staff and management availability, corrective action and procedures, quality control programs and forms used, financial history, Municipal experience and details of qualifications.
- Methodology (30%) – Based on the methods used in executing the contract.
- Sustainability (10%) – Based on the experience and practices in handling trash and recycle materials and supply and use of green products.

The rating and interview panel consisted of members from the City's Public Services, Purchasing and Sustainability Departments. After conducting the in-person interview with highest scoring

Subject: Facility Services Group, LLC. Contract Award  
September 12, 2016  
Page 3 of 3

firm the panel revisited the scoring matrix based on any additional information that was discovered during the interviews.

The committee reviewed both RFP options, custodial services with consumables and without. The committee unanimously decided that it is in the best interest of the City to award this contract with consumables which will save the City time and money.

Based upon the selection criteria, the committee unanimously rated Facility Services Group, LLC., as their highest scoring firm. Facility Services Group, LLC., submitted the second lowest price of \$273,831.00 and offered the best value of the selection criteria included in the RFP.

As part of the evaluation, City staff conducted extensive reference checks on Facility Services Group, and found that their current and past customers were satisfied with the cleanliness of their facilities and level of service provided.

Funding for this contract is provided from the General Fund and the Community Activities Fund, and is adequate to cover the cost of this contract.

### **RECOMMENDATION**

It is City staff's recommendation that the City Council approve the contract as set forth in the caption above.

## MEMORANDUM

**TO:** Donna Barron, City Manager

**THROUGH:** Brenda Martin, Finance Director

**FROM:** Todd White, Purchasing Manager

**DATE:** August 30, 2016

**SUBJECT:** **Approval of a Contract Award for Custodial Services for Various City-Owned Buildings to Facility Services Group, LLC., Las Vegas, NV, in the Amount of \$273,831.00. Annually. The Terms of the Contract Will be for One (1) Year, With an Option to Extend Up to Four (4) Additional (12) Months Periods, Subject to Satisfactory Contract Performance Evaluation; and Authorization for the City Manager to Execute the Contract.**

### BACKGROUND

A request for sealed proposals was created and posted on Bidsync.com July 1, 2016. Specifications were created in accordance with Texas Local Government Code Chapter 252.042, *Requests for Proposals for Certain Procurements*. Specifications under this chapter of the law state requests for proposals must specify the relative importance of price and other evaluation factors.

### ANALYSIS

Proposals were due July 21, 2016 and nine (9) were received. An evaluation team was created to review, analyze, and score the proposals in accordance with weighted factors that were listed in the specifications. The evaluation team consisted of myself, Keith Marvin, Director of Public Services, Francis Mascarenhas, Facilities Manager, Tracey Ogurek, Buyer, and Lisa Weaver, Sustainability Manager. Each proposal was evaluated using the following criteria:

<b>Price</b>	<b>30%</b>
<b>Qualifications of Firm</b>	<b>30%</b>
<b>Methodology</b>	<b>30%</b>
<b>Sustainability</b>	<b>10%</b>

At the conclusion of the evaluation, Facility Services Group, LLC. received the highest score.

### RECOMMENDATION

It is City staff's recommendation that the City Council approve the contract as set forth in the caption above.

CITY OF LEWISVILLE  
PURCHASING DIVISION  
EVALUATION OF RFP # 16-43-A CUSTODIAL SERVICES

		James Enterprise	Facility Service Group	Global Building Main.	CTJ Maintenance	ABS Janitorial Service	American Facility Services	Oriental Building Services	Member's Building Main.	Kemp & Sons General Services
CRITERIA	Point Value	CEDAR HILL, TEXAS	TAMPA, FLORIDA	DALLAS, TEXAS	IRVING, TEXAS	DALLAS, TEXAS	ALPHARETTA, GEORGIA	DALLAS, TEXAS	DALLAS, TEXAS	FORT WORTH, TEXAS
<b>Cost 30% - Pricing (with consumables)</b>		\$262,416.80	\$273,831.00	\$301,580.52	\$315,258.00	\$379,973.64	\$388,810.32	\$403,717.12	\$408,231.00	\$446,882.48
<b>Alternate Pricing (without consumables)</b>		\$230,772.80	\$247,790.52	\$262,961.76	\$291,258.00	\$339,789.96	\$316,810.08	\$360,604.12	\$372,835.92	\$406,994.84
<b>Difference in Pricing</b>		\$31,644.00	\$26,040.48	\$38,618.76	\$24,000.00	\$40,183.68	\$72,000.24	\$43,113.00	\$35,395.08	\$39,887.64
TOTAL COST POINTS	30	30.00	28.75	26.10	24.97	20.72	20.25	19.50	19.28	17.62
<b>Qualifications 30%</b>										
Questionnaire #3 - Legal	5	5	5	5	0	5	5	5	5	5
Questionnaire #4 - Failed to complete any work	5	5	5	5	3	5	5	5	5	5
Questionnaire #11 - Training, safety programs	5	3	5	3	4	3	3	5	5	5
Questionnaire #16 - Contracts awarded with high security area	5	5	5	5	5	5	5	5	5	5
Questionnaire #17 - COI, Crime Bond & W-9	5	5	5	5	5	5	5	5	5	5
Questionnaire #18 - References	5	3	3	2	2	3	3	3	5	3
TOTAL QUALIFICATIONS POINTS	30									
<b>Methodology 30%</b>										
Questionnaire #5 - Communication with employees & City staff	3	1	3	1	2	1	2	0	0	2
Questionnaire #6 - Corrective action procedures	4	2	4	1	3	2	2	2	0	2
Questionnaire #7 - Quality control program, examples of forms	4	1	4	1	4	2	2	3	2	0
Questionnaire #8 - Dedicated supervisor or multiple accounts	3	1.5	3	0	3	1.5	3	3	3	3
Questionnaire #9 - Handling employee shortages	4	4	2	3	2	2	4	3	2	2
Questionnaire #10 - Recruiting Employees	4	2	2	0	2	2	2	2	3	2
Questionnaire #12 - Subcontracting portions of work	4	4	4	4	4	4	0	4	0	4
Questionnaire #19 - Simplified work plan	4	4	4	4	4	4	4	4	4	4
TOTAL METHODOLOGY POINTS	30									
<b>Sustainability 10%</b>										
Questionnaire #1 - Qualifications - What sets them apart	2	0	2	0	2	2	2	2	2	2
Questionnaire #2 - Professional affiliations	2	0	2	0	1	2	2	2	2	2
Questionnaire #13 - Equipment list	2	1	2	1	1	2	2	2	2	2
Questionnaire #14 - Green cleaning products (list, how identified)	2	1	2	1	1	2	1	2	2	2
Questionnaire #15 - Experience/understanding of handling recycling	2	2	2	1	2	2	2	2	2	2
TOTAL SUSTAINABILITY POINTS	10									
<b>TOTAL POINTS</b>	<b>100</b>	<b>79.50</b>	<b>92.75</b>	<b>68.10</b>	<b>74.97</b>	<b>75.22</b>	<b>74.25</b>	<b>78.50</b>	<b>73.28</b>	<b>74.62</b>

**CITY OF LEWISVILLE**  
**CONTRACT SERVICES AGREEMENT FOR**  
**JANITORIAL SERVICES**

**THIS CONTRACT SERVICES AGREEMENT** (this “Agreement”) is made and entered into this 13th day of September, 2016, by and between the CITY OF LEWISVILLE, TEXAS (the “City”) and Facility Service Group LLC (the “Contractor”).

**WITNESSED:**

**WHEREAS**, the City wishes to enter into an agreement with the Contractor, whereby the Contractor will provide certain custodial services to the City as set forth hereinafter in this Agreement, and the Contractor wishes to enter in an agreement to provide such services to the City.

**NOW, THEREFORE**, it is agreed by and between the parties hereto as follows:

**1.0 SERVICES OF CONTRACTOR**

**1.1 Scope of Services.** The City accepts the Contractor’s Proposal (“Proposal”) to provide cleaning/janitorial services at the City’s designated facilities as described in the request for proposals and response attached as Exhibit “B”. The Contractor agrees to perform the services as described in the Proposal and specified in the “Custodial Specifications” attached hereto as Exhibit “A”, both of which are incorporated herein by reference, which services may be referred to herein as the “Services” or “Work” hereunder. As a material inducement to the City entering into this Agreement, the Contractor represents and warrants that the Contractor is experienced in performing the Work and Services contemplated herein and, in light of such status and experience, the Contractor covenants that it shall follow the highest professional standards in performing the Work and Services required hereunder. For the purposes of this Agreement, the phrase “highest professional standards” shall mean those standards of practice recognized by one or more firms performing similar work under similar circumstances, as determined by the City.

**1.2 Conflict among Documents.** In the event of any inconsistency between the terms of the Proposal, the Custodial Specifications, and this Agreement, documents shall control in the following order: (1) Agreement; (2) Custodial Specifications; (3) Proposal.

**1.3 Compliance with Law.** All Work and Services rendered hereunder shall be provided in accordance with all ordinances, resolutions, statutes, rules, and regulations of the City and any federal, state or local governmental agency of competent jurisdiction.

**1.4 Familiarity with Work.** By executing this Agreement, the Contractor warrants that the Contractor (a) has thoroughly investigated and considered the scope of Services to be performed, (b) has been on the premises where the Work and Services are to be performed and is thoroughly familiar with the premises and the structures thereon, (c) has carefully considered how the Services should be performed, and (d) fully understands the facilities, difficulties and restrictions attending performance of the Services under this Agreement. If the Services involve work upon any site, the Contractor warrants that the Contractor has, or will, investigate the site and is or will be fully acquainted with the conditions there existing, prior to commencement of Services hereunder. Should the Contractor discover any latent or unknown conditions which will materially affect the performance of the Services hereunder, the Contractor shall immediately inform the City of such fact and shall not proceed except at the Contractor’s risk until written instructions are received from the City.

**1.5 Care of Work.** The Contractor shall adopt reasonable methods during the term of this Agreement to furnish appropriate protection to City property, and the equipment and materials used to perform and carry out the work shall be appropriate and proper, with the expressed intent of preventing losses or damages. The Contractor shall be responsible for all such damages to persons or property caused by the performance of Services provided to the City under this Agreement, except such losses or damages as may be caused by the City’s own negligence.

**1.7 Further Responsibilities of Parties.** Both parties agree to use reasonable care and diligence to perform their respective obligations under the Agreement. Both parties agree to act in good faith to execute all instruments, prepare all documents and take all actions as may be reasonably necessary to carry out the purposes of this Agreement.

**1.8 Additional Services.** The City shall have the right at any time during the performance of the Services, without invalidating this Agreement, to order extra work beyond that specified in the Custodial Specifications and Proposal or make changes by altering, adding to or deducting from said Work. No such extra work may be undertaken unless written order is first given by the City to the Contractor, incorporating therein any adjustment in (i) the Contract Sum, and/or (ii) the time to perform the Agreement,

which said adjustments are subject to the written approval of the Contractor. It is expressly understood by the Contractor that the provisions of this section shall not apply to Services specifically set forth in the Custodial Specifications and Proposal or reasonably contemplated therein. The Contractor hereby acknowledges that it accepts the risk that the Services to be provided pursuant to this Agreement may be more costly or time consuming than the Contractor anticipates and that the Contractor shall not be entitled to additional compensation therefore.

## **2.0 COMPENSATION**

**Contract Sum.** For the Services rendered pursuant to this Agreement, the Contractor shall be compensated in accordance with the schedule of fees provided by Contractor in the Proposal, attached as Exhibit "C".

## **3.0 COORDINATION OF WORK**

**3.1 Representative of Contractor.** Jessica Bourdon is hereby designated as the principal and representative of the Contractor authorized to act on its behalf with respect to the Work and services specified herein and make all decisions in connection therewith. The Representative of the Contractor shall have the right to designate another Representative by providing written notice to the City.

**3.2 Contract Officer.** The City's Public Works Director is hereby designated as the representative of the City authorized to act in its behalf with respect to the Work and services specified herein and make all decisions in connection therewith ("Contract Officer"). The City Manager of the City shall have the right to designate another Contract Officer by providing written notice to the Contractor.

**3.3 Prohibition against Subcontracting or Assignment.** The Contractor shall not contract with any entity to perform in whole or in part the Work or services required hereunder without the express written approval of the City. Neither this Agreement nor any interest herein may be assigned or transferred, voluntarily or by operation of law, without the prior written approval of the City. Any such prohibited assignment or transfer shall be void.

**3.4 Independent Contractor.** Neither the City nor any of its officials or employees shall have any control over the manner, mode or means by which the Contractor, its agents or employees, perform the services required herein, except as otherwise set forth in this Agreement, the Custodial Specifications, or Proposal. The Contractor shall perform all services required herein as an independent contractor of the City and shall remain under only such obligations as are consistent with that role. The Contractor shall not at any time or in any manner represent that it, or any of its agents or employees, are agents or employees of the City.

## **4.0 INSURANCE, INDEMNIFICATION AND BONDS**

**4.1 Insurance.** The Contractor shall procure and maintain, at its sole cost and expense, in a form and content satisfactory to the City, during the entire term of this Agreement, including any extension thereof, insurance compliant with "Exhibit B".

**4.2 INDEMNIFICATION. THE CONTRACTOR AGREES TO INDEMNIFY AND HOLD THE CITY, ITS OFFICERS, AGENTS AND EMPLOYEES, HARMLESS AGAINST ANY AND ALL CLAIMS, LAWSUITS, JUDGMENTS, COSTS AND EXPENSES FOR PERSONAL INJURY (INCLUDING DEATH), PROPERTY DAMAGE OR OTHER HARM FOR WHICH RECOVERY OF DAMAGES IS SOUGHT, SUFFERED BY ANY PERSON OR PERSONS, THAT MAY ARISE OUT OF OR BE OCCASIONED BY CONTRACTOR'S BREACH OF ANY OF THESE TERMS AND CONDITIONS OR BY ANY NEGLIGENT OR STRICTLY LIABLE ACT OF OMISSION OF CONTRACTOR, ITS OFFICERS, AGENTS, EMPLOYEES OR SUBCONTRACTORS, IN THE PERFORMANCE OF THIS AGREEMENT; EXCEPT THAT THE INDEMNITY PROVIDED FOR IN THIS PARAGRAPH SHALL NOT APPLY TO ANY LIABILITY RESULTING FROM THE SOLE NEGLIGENCE OR FAULT OF THE CITY, ITS OFFICERS, AGENTS, EMPLOYEES OR SEPARATE CONTRACTORS. IN THE EVENT OF JOINT AND CONCURRING NEGLIGENCE OR FAULT OF THE CONTRACTOR AND THE CITY, RESPONSIBILITY AND INDEMNITY, IF ANY, SHALL BE APPORTIONED IN ACCORDANCE WITH THE LAWS OF THE STATE OF TEXAS, WITHOUT WAIVING ANY GOVERNMENTAL IMMUNITY AVAILABLE TO THE CITY UNDER TEXAS LAW AND WITHOUT WAIVING ANY DEFENSE OF THE PARTIES UNDER TEXAS LAW, AND THE CITY'S REASONABLE ATTORNEY'S FEES SHALL BE REIMBURSED IN PROPORTION TO THE CONTRACTOR'S LIABILITY. THE PROVISIONS OF THIS PARAGRAPH ARE SOLELY FOR THE BENEFIT OF THE PARTIES HERETO AND NOT INTENDED TO CREATE OR GRANT ANY RIGHTS, CONTRACTUAL OR OTHERWISE, TO ANY OTHER PERSON OR ENTITY.**

**4.3 Janitorial Service Industry Bond.** The Contractor shall provide the City a "janitorial service industry bond" in the

minimum amount of \$25,000.00 to protect the City of loss caused by dishonest acts of the Contractor's employees. The bond shall be unconditional and remain in force during the entire term of the Agreement and shall survive the termination of this Agreement.

## 5.0 TERM AND ADDITIONAL PERIODS

5.1 **Initial Term.** The initial term of this Agreement shall be for a period of one (1) year beginning on November 1, 2016. The payment of any compensation due under this Agreement for any year within the initial term provided for herein is contingent upon the annual appropriation of funds by the City Council of the City. The failure of the City Council to appropriate funds for this purpose shall relieve all parties from any responsibility under this Agreement and terminate the Agreement.

5.2 **Renewal Terms.** The term of this agreement may be extended by four (4) one-year terms subject to the mutual agreement between both parties.

5.3 **Transition Term.** Upon the expiration of the initial term, any subsequent term, or all options to renew, the Contractor shall continue performance under this Agreement until the City has a new contract in place with either the Contractor or another provider or until the City terminates the Agreement. In no event shall this transition term exceed ninety (90) calendar days unless the City and the Contractor mutually agree otherwise in writing.

5.4 **Termination Prior to Expiration of Term.** Either party may terminate this Agreement at any time upon thirty (30) days' written notice to the other party. Upon receipt of the notice of termination by the City, the Contractor shall immediately cease all Work or Services hereunder except as may be specifically approved by the Contract Officer. In the event of termination by the City, the Contractor shall be entitled to compensation for all Services rendered prior to the effectiveness of the notice of termination and for such additional services specifically authorized by the Contract Officer, and the City shall be entitled to reimbursement for any compensation paid in excess of the services rendered. In the event of termination by the Contractor, the Contractor shall continue performance under this Agreement until the City has a new contract in place with another provider or until the City terminates the Agreement. In no event shall this transition term exceed ninety (90) calendar days after the termination date given by the Contractor unless the City and the Contractor mutually agree otherwise in writing.

## 6.0 MISCELLANEOUS

6.1 **Covenant against Discrimination.** The Contractor covenants by and for itself, its heirs, executors, assigns and all persons claiming under or through them, that there shall be no discrimination against or segregation of any person or group of persons on account of race, color, creed, religion, sex, marital status, national origin, or ancestry in the performance of this Agreement. The Contractor shall take affirmative action to ensure that applicants are employed and that employees are treated during employment without regard to their race, color, creed, religion, sex, marital status, national origin or ancestry.

6.2 **Non-liability of City Officers and Employees.** No officer, official or employee of the City shall be personally liable to the Contractor, or any successor in interest, in the event of any default or breach by the City or for any amount which may become due to the Contractor or to its successor, or for breach of any obligation of the terms of this Agreement.

6.3 **Protection of Resident Workers.** The City of Lewisville actively supports the Immigration and Nationality Act (INA) which includes provisions addressing employment eligibility, employment verification, and nondiscrimination. Under the INA, employers may hire only persons who may legally work in the United States (i.e., citizens and nationals of the U.S.) and aliens authorized to work in the U.S. The employer must verify the identity and employment eligibility of any one to be hired, which includes completing the Employment Eligibility Verification Form(I-9).The Consultant shall establish appropriate procedures and controls so no services under this Agreement will be performed by any worker who is not legally eligible to perform such services or employment. TheCity reserves the right to audit consultant's employment records to verify the existence of a completed Employment Eligibility Verification Form(I-9) for every worker performing services under this Agreement. The audit will be at the City's expense.

6.4 **Immigration Reform and Control Act.** Immigration Reform and Control Act (8 U.S.C. §1324a): TheCity of Lewisvillesupports the ImmigrationReformandControl Act (IRCA)which is acomprehensiveschemeprohibiting the employment of unauthorized aliens in theUnited States. TheConsultantshallsubmitadeclaration, attached as Exhibit D,signedunderpenalty of perjury of the laws of the State of Texasstatingthat it has not beenfoundin violation of IRCA by the United States Attorney General or Secretary of HomelandSecurity in thepreceding five (5) years. The Consultant shall ensure that its Subcontractors, if any, submit a declaration signed under penalty of perjury of the laws of the State of Texasstatingthattheyhavenotbeen found in violation of IRCA by the UnitedStatesAttorneyGeneralor Secretary of Homeland Security in the preceding five (5) years.The Consultant and its Subcontractorsshall at all timesduring the term of the contractwith the Citycomplywith the requirements of IRCA and shallnotify the Citywithinfifteen(15) working days of receiving notice of a violation of IRCA. TheCitymay terminate a contract with the Consultant if the City determines that(a)the Consultant or its Subcontractors, if any,havebeenuntruthfulregardingIRCAviolations in the preceding five(5) years;(b) if the Consultantfails to ensurethat its Subcontractors, if any, submit the aforementioned declaration; or (c) the Consultant or its Subcontractors, if any,fail to timelynotify the City of an IRCA violation.

**6.5 ADA Compliance.** All goods and services provided to the City must be compliant with the Americans with Disabilities Act ("ADA") and all regulations promulgated pursuant to the ADA. Contractor will be required to certify compliance, if applicable.

**6.6 Successors and Assigns.** The City and Contractor each binds itself and its partners, successors, executors, administrators and assigns to the other party of this Agreement and to partners, successors, executors, administrators and assigns of each other in party in respect to all covenants of this Agreement. Neither the City nor the Contractor shall assign, sublet or transfer its interest in this Agreement without the written consent of the other. Nothing herein shall be construed as giving any right or benefits hereunder to anyone other than the City and the Contractor.

**6.7 Severability.** In the event that part of this Agreement shall be declared invalid or unenforceable by a valid judgment or decree of a court of competent jurisdiction, such invalidity or unenforceability shall not affect any of the remaining portions of this Agreement which are hereby declared as severable and shall be interpreted to carry out the intent of the parties hereunder unless the invalid provision is so material that its invalidity deprives either party of the basic benefit of their bargain or renders this Agreement meaningless.

**6.8 Disclosure:** Pursuant to Chapter 176 of the Texas Local Government Code, a person or agent of a person who contracts or seeks to contract with the City of Lewisville must complete a conflict of interest questionnaire if the person or agent has an affiliation or business relationship that might cause a conflict of interest with the City. The conflict of interest questionnaire, which is available online at [ethics.state.tx.us](http://ethics.state.tx.us), must be filed with the City Secretary of the City of Lewisville no later than the seventh business day after the person or agent begins contract discussions or negotiations with the City of Lewisville or submits to the City of Lewisville an application, response to a request for proposal or bid, correspondence, or another writing related to a potential agreement with the City of Lewisville. An updated conflict of interest questionnaire must be filed in accordance with Chapter 176 of the Local Government Code.

Said person should consult with legal counsel if they have questions regarding its compliance with the requirement of Chapter 176. It is the responsibility of each person or agent who is contracting or seeking to contract with the City of Lewisville to comply with the filing requirements of Chapter 176.

**6.9 Closure.** By signature below, the parties to this Agreement hereby bind themselves to the terms stated herein, including all attachments referred to herein.

**6.10 Governing Law.** This Agreement shall be construed and interpreted both as to validity and to performance of the parties in accordance with the laws of the State of Texas. Legal actions concerning any dispute, claim or matter arising out of or in relation to this Agreement shall be instituted in Denton County, Texas. The Contractor covenants and agrees to submit to the personal jurisdiction of such court in the event of such action.

**6.11 Notice.** Notices required to be given to any party to this Agreement shall be given by certified mail, return receipt requested, postage prepaid, or overnight delivery by a nationally recognized courier, addressed to the party at its address as set forth below, and, if given by certified mail, shall be deemed delivered three (3) days after the date deposited in the United States' mail:

For City by notice to:  
City of Lewisville  
Attn: Public Works Director  
151 W. Church Street  
P.O. Box 299002  
Lewisville, Texas 75057

For Company by notice to:  
Facility Service Group LLC  
Attn: Jessica Bourdon  
8985 S. Eastern Ave., Ste. 210  
Las Vegas, NV 89123

Any party may change the address to which notices are to be sent by giving the other parties written notice in the manner provided in this paragraph.

IN WITNESS WHEREOF, the parties have executed and entered into this Agreement as of the date first written above.

**CITY OF LEWISVILLE, TEXAS**  
**Approved by the Lewisville City Council**

**Facility Service Group LLC**  
8985 S. Eastern Ave., Ste 210  
Las Vegas, NV 89123

By: \_\_\_\_\_  
Donna Barron, City Manager

By:   
\_\_\_\_\_  
Anthony Leonardo, President

Date: \_\_\_\_\_

Date: August 30, 2016

Attest: \_\_\_\_\_  
Julie Heinze

Attest: \_\_\_\_\_

**CITY OF LEWISVILLE**  
151 West Church Street  
Lewisville, Texas 75057

**Facility Service Group LLC**  
8985 S. Eastern Ave., Ste 210  
Las Vegas, NV 89123

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Lizbeth Plaster, City Attorney

## **EXHIBIT B**

### **INSURANCE REQUIREMENTS** **GENERAL CONTRACTS FOR SERVICES**

Service work, supplies requiring installation, Janitorial Services, Welding, Surveyors, Plumbing Contractors, Maintenance Agreements, Concessionaires, Tire Repairs, Tow Service, Painting, Electrical, Movers, Major street repairs and Waterline projects, etc.

Vendor shall procure and maintain for the duration of the contract, insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the vendor, his agents, representatives, employees or subcontractors. The cost of such insurance shall be included in the vendor's bid.

#### **A. MINIMUM SCOPE OF INSURANCE**

Coverage shall be at least as broad as:

1. ISO Form Number GL 00 01 (Ed 10 01) covering Comprehensive General Liability "Occurrence" form only, "claims made" form is unacceptable except for professional liability.
2. Workers' Compensation insurance as required by the Labor Code of the State of Texas, including Employers' Liability Insurance.
3. Automobile Liability – as required by the State of Texas, covering all owned, hired, or non-owned vehicles. Automobile Liability is only required if vehicle(s) will be used under this contract. Coverage not required for delivery services.

#### **B. MINIMUM LIMITS OF INSURANCE**

Vendor shall maintain limits throughout contract not less than:

1. Commercial General Liability: \$500,000 per occurrence for bodily injury, personal injury and property damage. \$1,000,000 Aggregate Policy will include coverage for:
  - a. Premises – Operations
  - b. Broad Form Contractual Liability
  - c. Products and Completed Operations
  - d. Personal Injury
  - e. Broad Form Property Damage
  - f. If applicable, Explosion Collapse and Underground (XCU) Coverage (when applicable, Fire Damage, Medical Expense)

***NOTE: The aggregate loss limit applies to each project.***

2. Workers' Compensation and Employer's Liability: Workers' Compensation limits as required by the Labor Code of the State of Texas and Statutory Employer's Liability minimum limits of \$100,000 per injury, \$300,000 per occurrence, and \$100,000 per occupational disease.
3. Automobile Liability - \$500,000 Combined Single Limit. Limits can only be reduced if approved by the Risk Manager or designee.

**C. DEDUCTIBLES AND SELF-INSURED RETENTIONS**

Any deductible or self-insured retentions must be declared to and approved by the City.

**D. OTHER INSURANCE PROVISIONS**

The policies are to contain, or be endorsed to contain the following provisions:

1. General Liability and Automobile Liability Coverages
  - a. The City, its officers, officials, employees, Boards and Commissions and volunteers are to be added as "Additional Insured" as respects liability arising out of activities performed by or on behalf of the vendor, products and completed operations of the vendor, premises owned, occupied or used by the Contractor. The coverage shall contain no special limitations on the scope of protection afforded to the City, its officers, officials, employees or volunteers. It is understood that the business auto policy under "Who is an Insured" automatically provides liability coverage in favor of the City.
  - b. The vendor's insurance coverage shall be primary insurance as respects the City, its officers, officials, employees and volunteers. Any insurance or self-insurance maintained by the City, its officers, officials, employees or volunteers shall be excess of the vendor's insurance and shall not contribute with it.
  - c. Any failure to comply with reporting provisions of the policy shall not affect coverage provided to the City, its officers, officials, employees, Boards and Commissions or volunteers.
  - d. The vendor's insurance shall apply separately to each insured against whose claim is made or suit is brought, except to the limits of the insured's liability.
2. Workers' Compensation and Employer's Liability Coverage  
The insurer shall agree to waive all rights of subrogation against the City, its officers, officials, employees and volunteers for losses arising from work performed by the vendor for the City.
3. All Coverages  
Each insurance policy required by this clause shall be endorsed to state that coverage shall not be suspended, voided, canceled or non-renewed by either party, reduced in coverage or in limits except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given the City.

**E. ACCEPTABILITY OF INSURERS**

The City prefers that insurance be placed with insurers with an A.M. Best's rating of no less than **A-:VI, or, A or better** by Standard and Poors.

**F. VERIFICATION OF COVERAGE**

Contractor shall furnish the City with certificates of insurance affecting coverage required. The certificates for each insurance policy are to be signed by a person authorized by that insurer to bind

coverage on its behalf. Certificates of Insurance similar to the ACCORD Form are acceptable. City will not accept Memorandums of Insurance or Binders as proof of insurance. The City reserves the right to require complete, certified copies of all required insurance policies at any time.

**G. HOLD HARMLESS AND INDEMNIFICATION**

Contractor agrees to defend, indemnify and hold the City, its officers, agents and employees, harmless against any and all claims, lawsuits, judgments, costs and expenses for personal injury (including death), property damage or other harm for which recovery of damages is sought, suffered by any person or persons, that may arise out of or be occasioned by Contractor's breach of any of these terms and conditions or by any negligent or strictly liable act or omission of Contractor, its officers, agents, employees or subcontractors, in the performance of this Agreement; except that the indemnity provided for in this paragraph shall not apply to any liability resulting from the sole negligence or fault of the City, its officers, agents, employees or separate contractors, and in the event of joint and concurring negligence or fault of the Contractor and the City, responsibility and indemnity, if any, shall be apportioned in accordance with the law of the State of Texas, without waiving any governmental immunity available to the City under Texas law and without waiving any defenses of the parties under Texas law. The provisions of this paragraph are solely for the benefit of the parties hereto and not intended to create or grant any rights, contractual or otherwise, to any other person or entity.

**H. PROOF OF INSURANCE**

Contractor is required to submit proof of insurance on a form acceptable to the City of Lewisville. Certificates of Insurance similar to the ACCORD form are acceptable. City will not accept Memorandums of Insurance or Binders as proof of insurance. City, at its own discretion, may require a copy of any policy presented to the City.

## Facility Service Group

Bid Contact **Jessica Bourdon** Address **400 N. Ashley Drive #1900**  
**JBourdon@fsgcorp.us** Tampa, FL 33602  
**Ph 855-274-2220**

Bid Notes **Please see uploaded attachment titled:**  
**1FFINALDOCS 16-43-A Lewisville**  
**This is the completed proposal**

Item #	Line Item	Notes	Unit Price	Qty/Unit	Attch.	Docs
16-43-A--01-01	Monthly Cleaning Cost : Municipal Annex	<b>Supplier</b> <b>Product Code:</b> <b>Alternate</b> <b>Pricing: The City</b> <b>provides</b> <b>consumable</b> <b>products.:</b> 1242.36	<b>First Offer - \$1,477.28</b>	12 / month	<b>\$17,727.36</b>	<b>Y Y</b>
16-43-A--01-02	Monthly Cleaning Cost : Library and Community Room	<b>Supplier</b> <b>Product Code:</b> <b>Alternate</b> <b>Pricing: The City</b> <b>provides</b> <b>consumable</b> <b>products.:</b> 3457.08	<b>First Offer - \$4,141.08</b>	12 / month	<b>\$49,692.96</b>	<b>Y</b>
16-43-A--01-03	Monthly Cleaning Cost : Central Fire Administration	<b>Supplier</b> <b>Product Code:</b> <b>Alternate</b> <b>Pricing: The City</b> <b>provides</b> <b>consumable</b> <b>products.:</b> 371.41	<b>First Offer - \$384.41</b>	12 / month	<b>\$4,612.92</b>	<b>Y</b>
16-43-A--01-04	Monthly Cleaning Cost : Police Department	<b>Supplier</b> <b>Product Code:</b> <b>Alternate</b> <b>Pricing: The City</b> <b>provides</b> <b>consumable</b> <b>products.:</b> 1182.88	<b>First Offer - \$1,273.18</b>	12 / month	<b>\$15,278.16</b>	<b>Y</b>
16-43-A--01-05	Monthly Cleaning Cost : Steve McFadden Law Enforcement Center	<b>Supplier</b> <b>Product Code:</b> <b>Alternate</b> <b>Pricing: The City</b> <b>provides</b> <b>consumable</b> <b>products.:</b> 1113.42	<b>First Offer - \$1,161.83</b>	12 / month	<b>\$13,941.96</b>	<b>Y</b>
16-43-A--01-06	Monthly Cleaning Cost : City Hall and Well House	<b>Supplier</b> <b>Product Code:</b> <b>Alternate</b> <b>Pricing: The City</b> <b>provides</b> <b>consumable</b> <b>products.:</b>	<b>First Offer - \$2,246.17</b>	12 / month	<b>\$26,954.04</b>	<b>Y</b>

1850.02

16-43-A--01-07	Monthly Cleaning Cost : Public Services - Kealy Operations Center	<b>Supplier</b> <b>Product Code:</b> <b>Alternate</b> <b>Pricing: The City</b> <b>provides</b> <b>consumable</b> <b>products.:</b> 875.00	<b>First Offer - \$941.80</b>	12 / month	<b>\$11,301.60</b>	<b>Y</b>
16-43-A--01-08	Monthly Cleaning Cost : Parks Maintenance Shop	<b>Supplier</b> <b>Product Code:</b> <b>Alternate</b> <b>Pricing: The City</b> <b>provides</b> <b>consumable</b> <b>products.:</b> 489.88	<b>First Offer - \$507.03</b>	12 / month	<b>\$6,084.36</b>	<b>Y</b>
16-43-A--01-09	Monthly Cleaning Cost : Hedrick House	<b>Supplier</b> <b>Product Code:</b> <b>Alternate</b> <b>Pricing: The City</b> <b>provides</b> <b>consumable</b> <b>products.:</b> 440.69	<b>First Offer - \$447.30</b>	12 / month	<b>\$5,367.60</b>	<b>Y</b>
16-43-A--01-10	Monthly Cleaning Cost : Memorial Park Recreation Center	<b>Supplier</b> <b>Product Code:</b> <b>Alternate</b> <b>Pricing: The City</b> <b>provides</b> <b>consumable</b> <b>products.:</b> 970.92	<b>First Offer - \$1,086.20</b>	12 / month	<b>\$13,034.40</b>	<b>Y</b>
16-43-A--01-11	Monthly Cleaning Cost : Memorial Park Senior Center	<b>Supplier</b> <b>Product Code:</b> <b>Alternate</b> <b>Pricing: The City</b> <b>provides</b> <b>consumable</b> <b>products.:</b> 665.86	<b>First Offer - \$738.97</b>	12 / month	<b>\$8,867.64</b>	<b>Y</b>
16-43-A--01-12	Monthly Cleaning Cost : Frederick P. Herring Recreation Center	<b>Supplier</b> <b>Product Code:</b> <b>Alternate</b> <b>Pricing: The City</b> <b>provides</b> <b>consumable</b> <b>products.:</b> 1634.75	<b>First Offer - \$1,859.68</b>	12 / month	<b>\$22,316.16</b>	<b>Y</b>
16-43-A--01-13	Monthly Cleaning Cost : Animal Shelter and Adoption Center	<b>Supplier</b> <b>Product Code:</b> <b>Alternate</b> <b>Pricing: The City</b> <b>provides</b> <b>consumable</b> <b>products.:</b> 624.84	<b>First Offer - \$634.22</b>	12 / month	<b>\$7,610.64</b>	<b>Y</b>
16-43-A--01-14	Monthly Cleaning	<b>Supplier</b>	<b>First Offer - \$1,509.37</b>	12 / month	<b>\$18,112.44</b>	<b>Y</b>

Cost : MCL Grand Theatre  
**Product Code:**  
**Alternate Pricing: The City provides consumable products.:**  
 1349.18

16-43-A--01-15	Monthly Cleaning Cost : Wellness Center	<b>Supplier Product Code:</b> <b>Alternate Pricing: The City provides consumable products.:</b> 228.98	<b>First Offer - \$233.04</b>	12 / month	<b>\$2,796.48</b>	<b>Y</b>
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16-43-A--01-16	Monthly Cleaning Cost : VCB Bank Building	<b>Supplier Product Code:</b> <b>Alternate Pricing: The City provides consumable products.:</b> 309.32	<b>First Offer - \$317.06</b>	12 / month	<b>\$3,804.72</b>	<b>Y</b>
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16-43-A--01-17	Monthly Cleaning Cost : Jerry Galler Public Safety Training Center	<b>Supplier Product Code:</b> <b>Alternate Pricing: The City provides consumable products.:</b> 208.06	<b>First Offer - \$215.57</b>	12 / month	<b>\$2,586.84</b>	<b>Y</b>
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16-43-A--01-18	Monthly Cleaning Cost : HR Training CrossFit Facility	<b>Supplier Product Code:</b> <b>Alternate Pricing: The City provides consumable products.:</b> 124.56	<b>First Offer - \$135.06</b>	12 / month	<b>\$1,620.72</b>	<b>Y</b>
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Lot Total **\$231,711.00**

Item #	Line Item	Notes	Unit Price	Qty/Unit	Attch. Docs
16-43-A--02-01	Porter: Monday - Friday Rate	<b>Supplier Product Code:</b>	<b>First Offer - \$9.00</b>	4160 / hour	<b>Y</b>
16-43-A--02-02	Porter: Weekends/After hours Rate	<b>Supplier Product Code:</b>	<b>First Offer - \$9.00</b>	520 / hour	<b>Y</b>

Lot Total **\$42,120.00**

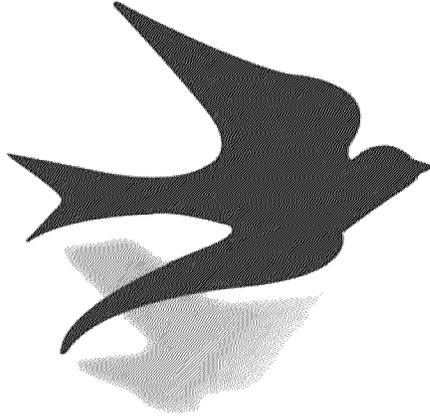
Supplier Total **\$273,831.00**

**Facility Service Group**

Item: **Monthly Cleaning Cost :Municipal Annex**

**Attachments**

1FINAL DOCS 16-43-A Lewisville.pdf



# LEWISVILLE

**Technical Proposal**  
**RFP No. 16-43-A**  
**Request for Custodial Services**

**Submitted to:**  
**151 West Church Street, Lewisville TX. 75057**



**The world leaders in facility solutions**

**FACILITY SERVICE GROUP, LLC.**

**Corporate Office: 8985 S. Eastern Ave. Ste. 210 Las Vegas, NV. 89123**  
**Regional Office: 9330 LBJ Freeway Ste 900, Dallas TX. 75243**

Jessica Bourdon | Director of Sales – Government Contracting  
Office Phone: 855-274-2220 X 7010  
[JBourdon@fsgcorp.us](mailto:JBourdon@fsgcorp.us)  
[www.fsgcorp.us](http://www.fsgcorp.us)

7/21/16

Lewisville Purchasing Department  
151 West Church St.  
Lewisville, TX 75057

**Re: Custodial Services 16-43-A**

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Dear Sir or Madam,

We thank you for the opportunity to submit the enclosed technical proposal to Lewisville for custodial services in response to RFP# 16-43-A. FSG is confident that this proposal offers a quality-oriented, cost effective program that will meet your requested needs.

Facility Service Group strives to surpass expectations through our dedicated staff, innovative ideas and a devotion to satisfying our clients.; operating on one standard, excellence! Our clients consider business with us to be a long-term investment in the health, safety, and environmental aspects of their premises. We trust that we can demonstrate our capability of handling large government and private buildings and maintaining the standard of excellence for the facility maintenance industry. Our entire company is committed to upholding a high expectation, going above and beyond to preserve the beauty of your facility.

We look forward to a successful and mutually beneficial business relationship in providing Lewisville with Facility Services Groups' standard of excellence.

Sincerely,



**Jessica Bourdon**  
**Director of Sales – Government Contracting**  
Facility Service Group, LLC.

## TABLE OF CONTENTS

<b>TABLE OF CONTENTS .....</b>	<b>3</b>
Company Overview .....	6
Facility Service Group at a glance .....	7
Industries we serve.....	7
Government Industry Experience .....	8
<b>THE ELITE FSG TEAM .....</b>	<b>9</b>
Corporate Team.....	9
Management Structure .....	10
Employee Recruitment.....	11
Background Screening .....	11
Employee Training and Development .....	12
<b>ENVIRONMENTAL RESPONSIBILITY POLICY .....</b>	<b>13</b>
Green Cleaning .....	13
Chemical Disposal .....	14
Recycling .....	14
CO2 Emission .....	15
Infectious Disease Control .....	15
<b>ACCOUNT MANAGEMENT &amp; SERVICES OFFERED .....</b>	<b>18</b>
Innovative Technology .....	18
CMMS – Quality Assurance .....	18
Cost Control .....	23
Standard Operating Procedures.....	24
Floor Care Program.....	27
Standard Floor Care Procedures .....	28
<b>PROJECT UNDERSTANDING .....</b>	<b>30</b>
Implementation Plan .....	30
Work Plan .....	31
Day Porter .....	33
Cleaning Method.....	34
Equipment Schedule .....	51
<b>FINAL WORDS .....</b>	<b>55</b>
<b>APPENDIX .....</b>	<b>56</b>
References.....	56

Questionnaire Form.....56  
W9.....56  
Insurance.....56  
Business License/Good Standing.....56

*We value our relationships. We succeed through our performance. We thrive on growth.*

Facility Service Group is pleased to offer Lewisville Texas our outstanding janitorial services. We are a young dynamic company that offers a fresh approach to the janitorial industry. Our cleaning services always uphold our standard of excellence, setting us apart from the rest. FSG offers you flexible, customized services at a fair price that will:

- Enhance your facility's appearance,
- Assist you in optimizing overall return on cost-savings solutions, and
- Maintain a clean and healthy work environment in a safe manner.

Providing the highest quality service is of utmost importance to the continual growth of our company and maintaining our customer satisfaction. To provide a consistent standard of excellence with measurable results, we'll put our innovative methods to work. These consistent standards apply to chemical equipment selection and use, state of the art technology, employee training, safety, security and quality control.

Our corporate team has over 108 years combined experience and strong leadership, giving FSG the ability to devise a strategy customized to your specific needs. From our corporate offices to our local service workers at your facility, FSG employees will have the same goals as you do. Our concept is based on the principals of providing our customers with simple and economical solutions to maintain multiple locations across the City, County, and State. Aside from the public sector, we have gained a great deal of industry specific knowledge from the private division, which include industries such as:

- Retail stores
- Clinics
- Office buildings
- Automotive dealerships
- Chain restaurants and hotels.

With our team of experts at the wheel, FSG can guarantee that your property will be safe from the hazards of excessive and irresponsible chemical use, providing you with long term health and economic benefits. A strategic plan of action, competitive pricing, and efficient and prompt services make us the ideal choice for Lewisville. When choosing FSG, you will find we take our responsibilities to you seriously, maintaining a spotless record of professional services without any complaints of absenteeism or neglect from our staff.

We invite you to review the highlights of how we intend to demonstrate our capabilities to execute the entire scope of work within this solicitation. Thank you for allowing us to provide this proposal for janitorial services. Going "above and beyond" might sound like a cliché, but you'll find us doing it every day.

## Company Overview

Facility Service Group is a Limited Liability Company incorporated since 2011; privately owned and independently operated. Our specialty is government contracting and understanding the requirements of a cleaning enterprise alongside the cleaning needs of public buildings and offices. While the janitorial industry is ever changing, our values will always remain the same.

### *A wide range of services to meet your facility needs*

FSG facilitates multiple building maintenance services through one point of contact, offering a wide range of services including janitorial services, general maintenance, locksmith, parking lot maintenance, pressure washing, commercial electric repair, and landscaping. Facility Service Group networks with professionals throughout the United States, giving us the ability to reach janitorial markets in all 50 states.

One of the biggest endeavors our company is embarking upon at the moment is going through the process of being ISSA-CIMS (Cleaning Industry Management Standard) certified. Those who have this certification know that becoming CIMS certified is not an easy process but only a CIMS certified contractor can assert that an independent, accredited assessor has reviewed the organization's management and operations systems and verified compliance with the principles and requirements of CIMS. This process can take up to two years and we hope to be fully certified by 2016.

We supply you with an experienced, professional labor force joined with proven methods and innovative technology. Combined, these elements allow us to maximize your facility service dollar with cost reductions, greater efficiencies, locally managed supervision, and tailored solutions.

### *A company where the best people want to work*

With over 250 employees and growing, the staff development in our organization starts with recruiting people who have the desire to grow in the facility service industry and have had previous experience in commercial settings. We embrace diversity and encourage the personal and professional growth of each team member; giving our hard working employees the utmost respect.

### *We value the relationships we develop*

At FSG we treat our clients as long-term partners, and our team with candor and respect. All staff members are dedicated to ensuring your customer service experience exceeds expectations. We are continuously gaining business through clients who have referred us to other facilities in the local markets. Some companies give clients only what is contractually required; not us. Service is our product and we put our hearts into it.

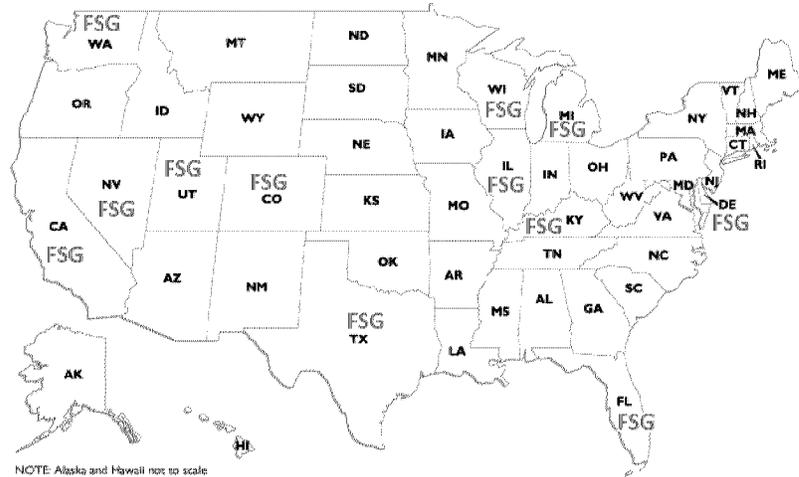
### *Merging our 'Standard of Excellence' with our partners*

Facility Service Group self performs approximately 90% of our services. However, there are some areas where we do not currently have an established regional office. In those cases, we subcontract our services to allied partners. Pre-qualification reviews are crucial in the decision to join forces with another affiliate, we want to ensure that they can meet our high standards in customer service as well as provide applicable business documents. It is always our intent to give preference to those that are certified WMBEs or DVBEs, expanding opportunities for both FSG and our partners.

Facility Service Group at a glance

Medium sized Limited Liability Company  
 250+ service employees  
 Over 1,000 satisfied Clients  
 Innovative software and technology

Incorporated in 2011  
 Currently serving 12 states and growing  
 Regional Offices throughout  
 Quality service and reliability is our focus



Being a smaller company allows us to offer a more personalized service, while still giving us room for expansion. We have a vast network of vendor partners across the US. Our elite network of professionals have you covered 24/7 on any issue. Our facility Management software is provided and trained to all of our vendors, which provides a consistency in services and real time data.

Industries we serve

Government Contracts

Industrial / Manufacturing

Business and Commerce

Retail

Higher Education

Automotive

Education: K-12

Food and Beverage

Commercial Real Estate

Sport Complexes and Entertainment

## Government Industry Experience

*Municipal Government Entities* As stated in our introduction, our specialty is government contracting and understanding the requirements of a cleaning enterprise alongside the cleaning needs of public buildings and offices. Majority of the contracts we hold are municipal buildings (please refer to our References). Cleaning municipalities presents a number of unique challenges, which is very similar to educational cleaning, because sanitation and cleanliness is not of top priority to most visitors/staff as the same goes for students in schools. Our goal when cleaning municipalities, is to minimize the spread of germs and bacteria in a very high-traffic environment.

Health and attendance of staff is key to your cleaning program. Infectious disease accounts for millions of lost work days and costs the U.S. \$120 billion a year. FSG uses a sustainable approach to cleaning and will customize the program to fit your individual needs. Our environmentally friendly cleaning programs will improve indoor air quality and reduce the spread of germs throughout the facility. This leads to a healthier, more productive environment for staff. Cost of cleaning and maintenance is a major concern of educational facilities. FSG will help reduce your costs while maintaining or even improving the quality of service received.

*Jails/Correctional Facilities* Infection control is paramount in a correctional facility. Due to close quarters and overcrowding, disease and infection can rapidly spread in a prison/jail setting. Fortunately, proper and effective cleaning can play a major role in reducing and even preventing the spread of infection. In fact, the goal of cleaning is to protect human health.

However, accomplishing cleaning's ultimate purpose requires establishing a "cleaning standards" program that should be in writing. A written, detailed plan "formalizes" the facility's commitment and also helps ensure ongoing communication in regards to what cleaning tasks are to be performed, when, where, how often, and using which products, procedures, employees, etc.

All employees involved in a correctional facility's cleaning and maintenance operations will be fully aware of this plan. Additionally, managers will reinforce the initiative with proper training. These steps can move the team forward, help increase morale and buy-in, and also uphold cleaning's goals of meeting health and appearance needs. While there are several components to an effective cleaning standards program, selecting the right cleaning chemicals and equipment is key.

*High Security Areas* We have a long history of cleaning high security clearance facilities, including defense contractors and government buildings, and understand their unique needs. Our employees at these facilities are the cream of the crop: experienced, fully background checked and trained, with excellent English and customer service skills. We strictly monitor our cleaning programs at these buildings and remain in close contact with the client to ensure that all training and security measures are being complied with.

## THE ELITE FSG TEAM

FSG believes that a first-rate staff is a crucial part of every business. Employees impact the quality of service that a company offers, and reliable service translates into a loyal customer base.

With a well-managed staff in the right stations, our clients benefit in many ways, including:

Better quality service	Increased productivity levels
Professional interaction	Reduced turnover resulting in consistent service
Safer workplace	Lower costs

### Corporate Team

#### **Anthony Leo, President**

Mr. Leo has over 15 years of experience in the commercial janitorial service industry. He was the owner of international company All-Pro Industries Inc. where he managed a nationwide company with over 3000 employees. Currently serving as the President of Facility Service Group LLC, he continues to bring his expertise and experience to the national market which has fueled a rapid expansion. He has become well versed in the many facets of the seemingly simple yet deceptively technical business of commercial cleaning & building maintenance. Mr. Leo has managed and coordinated large facilities and venues such as the NHL Hockey Arena's, Wal-Mart Distribution Centers and IKEA Stores.

#### **George Adamyman, VP - Sales and Operations**

Mr. Adamyman is stationed at our Las Vegas office and manages the Western Regions sales and operations. He has been in the janitorial industry for over 15 years. He joined Facility Service Group in 2011 as a Sales and Operations Director, covering 4 states; Nevada, California, Texas, and Arizona. Mr. Adamyman has an excellent track record of going above and beyond for his clientele working 7 days a week, 24 hours a day if needed.

#### **Jessica Bourdon, Sales Executive Government Division**

Ms. Bourdon has recently joined our team with a background in janitorial supplies and distribution. This is a great contribution to our team on the operations end of the spectrum. Ms. Bourdon started at Cosgrove Enterprises Inc. in 2010 as a customer service representative and worked up the corporate ladder. Within a year, she was moved into the position of Corporate Assistant working directly with the President and Vice President of the company. Shortly after, she moved into a Sales position, cold calling and quoting janitorial supplies to both private and government facilities. Ms. Bourdon has extensive knowledge in cleaning techniques and procedures such as carpet care, floor care, OSHA regulations and ADA compliance, all beneficial to our team.

#### **Nicholas "Nick" Martinez – National Operations Director**

Mr. Martinez is the Regional Director of Operations for Facilities Services Group (FSG) located in Las Vegas, Nevada. Nick is a graduate of the University of Nevada, Las Vegas with a degree in Hotel and Restaurant Administration. Upon leaving the University, he was recruited from Mirage Resorts Group to be the Assistant Manager of the Treasure Island Hotel & Casino. Nick held that position and managed a staff of over 150 for nearly five years. While at Treasure Island he was asked to take the position of Branch Manager for the largest commercial cleaning company in the United States, ABM. While with ABM Nick was able to increase sales from \$120,000 to over \$10 Million annually. Additionally, Nick installed a detailed Recycling Program at each commercial facility contracted to ABM. He has been in the commercial cleaning industry for over twenty years and is looking for continued success with FSG.

**John McCullion – Controller**

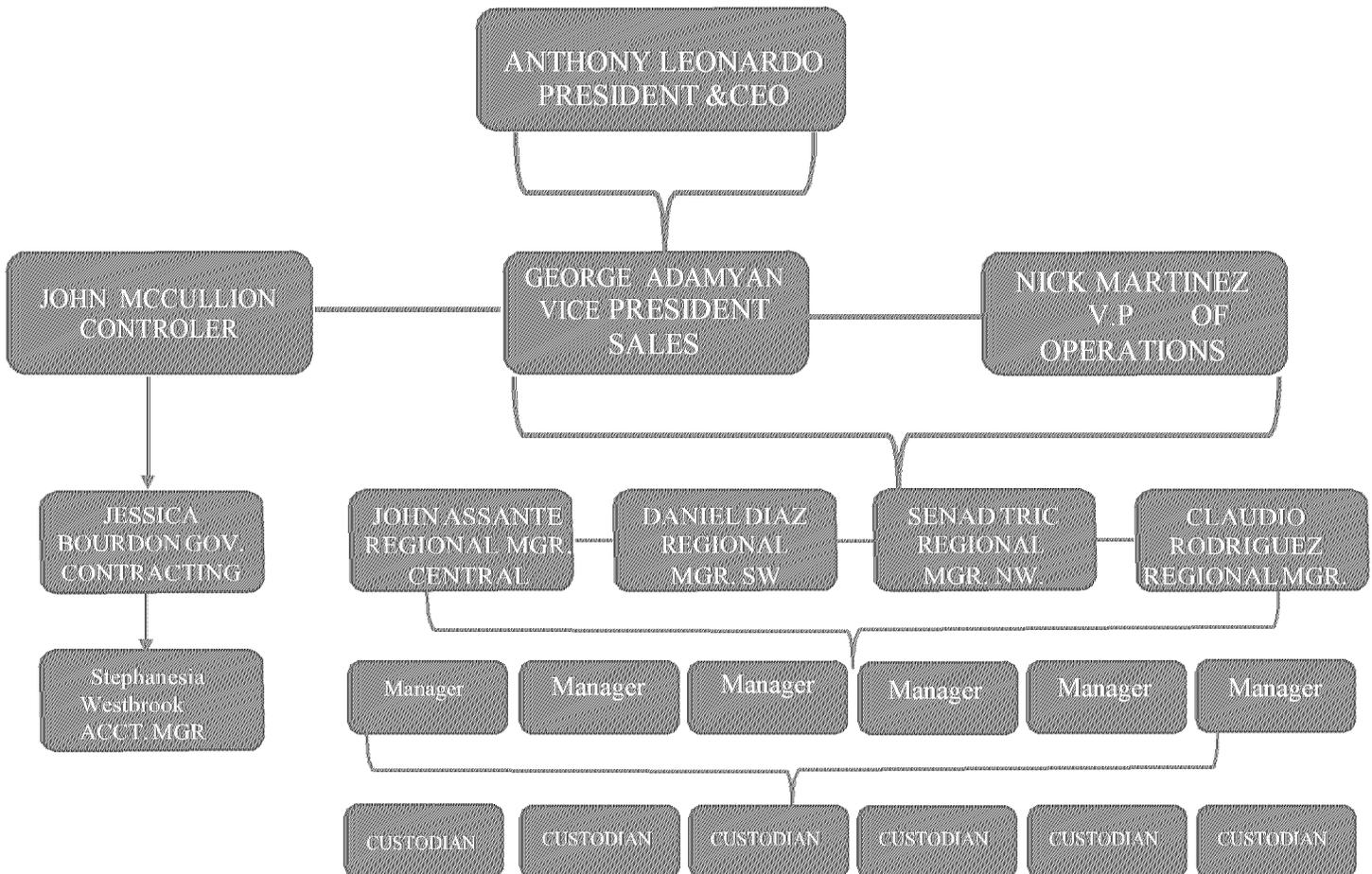
Mr. McCullion has over 30 years of experience in Information Technology and Financial services for a Fortune 500 company, including five years in Internal Auditing, 10 years providing accounting support for businesses in the Las Vegas area. He previously worked at CPA firms supporting multiple clients as well as directly for companies.

**Stephanisia Westbrook, Manager Government Contracting**

Ms. Westbrook come to us with 8 years’ experience as the Owner/Operator of Xtreme Dreams Internet Advertising and Marketing. She developed company strategies, client acquisitions and contract development. Stephanisia is a graduate of University of Washington and California State. Holding a Bachelors in Arts and Science and an Associate’s degree in Paralegal Studies. With a demonstrated commitment to excellence, ethical processing, contract knowledge, conflict resolution and her proven ability mitigating risks and maximizing efficiency we welcome her to our company.

Management Structure

The employee structure of an organization is a defining factor of any enterprise, whether it is a nongovernmental organization, a family business or a multinational corporation. It determines the working relationship between managers and service level employees, as well as amongst the service level teams themselves.



## Employee Recruitment

As an Equal Opportunity Employer, FSG aims to attract, recruit, and retain employees who will embody our core values and advocate our standard of excellence at every client facility. Our recruitment process is vital in maintaining that Standard of Excellence and uncovering the strongest candidates in today's marketplace requires more than simply posting a job opening online or running an ad in the local newspaper. Although these standard approaches may yield positive results, there are many other ways to ensure we are recruiting competent candidates.

We understand that in some cases it is beneficial to retain certain members of current staff where applicable; however, some instances such as non-compete agreements prevent that from being a possibility. We then resort to holding job fairs within the local areas, community organizations, industry organizations, as well as partnering with local DOE centers to assist in building up our database of potential applicants. Preference is given to WMBEs and DVBEs allowing them the opportunity to expand further in the industry and aiding us in meeting diversity spend goals when required. As mentioned in our company EEO/AAP, all solicitations or advertisements for employees placed by or in behalf of the Company or its subcontractors will state that all qualified applicants will receive consideration for employment, regardless of their race, religion, color, sex, national origin, sexual orientation, age, handicap, familial status, or marital status.

Our FSG team consists of 22 employees near or within the Dallas area, varying full time and part time. High turnover is an unfortunate reality in the janitorial industry; we at FSG make our best attempt to hire to most qualified personnel that seek to not only have a steady income but strive to make the most out of the career path we provide them. Currently we have job postings seeking qualified Veterans to fill the position of Quality Control Managers, Supervisors, and Custodians as we are always on the lookout for the best people this country has to offer. We believe strongly in the Veterans' Employment Program and our partnership with Workforce Plus to hire, train, and promote Veterans who have served our country; just another example of how FSG gives back to its community and serves the people who have served.

Employee benefits are a hard thing to come by in the janitorial industry. For most companies, not all employees qualify for quality healthcare based on the hours they are given, but FSG doesn't agree with that standard. Recently we have partnered with United Health care to give each and every employee the opportunity to provide their families with quality healthcare regardless of their hours; to alleviate the stress of current high costs, FSG pays half of their monthly premium! We take care of our employees so that they can take care of their families.

### Background Screening

Our current roster of staff members was carefully handpicked by the Regional Managers after telephone interviews, face-to-face interviews followed by reference and background checks. We perform Level 2 background checks or otherwise known as FBI Identification Record directly through the Federal Bureau of Investigation by submitting the 1-783 Application Information Form accompanied by a finger print card and payment to the FBI CJIS Division of Record Request in Clarksburg, West Virginia. All of our staff goes through an extensive training program which is detailed in the section below.

#### *E-Verify*

E-Verify is an essential part of our background checking. E-Verify is an Internet-based, free program run by the United States government that compares information from employee's Employment Eligibility Verification Form I-9 to data from U.S. government records.

## Employee Training and Development

It is our experience that ample training is equally crucial in upholding our Standard of Excellence. All FSG employees are required to complete our extensive training and development programs. After orientation our training program consists of 12 hours in a classroom setting to learn from our employee handbook and safety procedures, going over all our company policies, OSHA guidelines, review Safety Data Sheets for all chemicals used on the job, and watch a series of training videos. Once competent understanding of information covered in the classroom has been achieved, training will continue with our testing facility where each team member will be allowed to implement all they have learned in real situations. The final step in our training program is on-the-job training with guidance of the Onsite Supervisor and team leaders to assist with a smooth transition. Performance reviews further facilitate ongoing coaching and development so that each employee continues to thrive.

FSG is committed to setting our team up for success, improving their efficiency, and developing new skills to enable them to better meet your needs. All personnel are trained from specially written manuals *Green Cleaning to Perfection*, *Facility Services Employee Handbook* and *Janitorial Supervisor Manual*. These manuals are instrumental in providing our employees with up-to-date green cleaning information and innovative techniques. Our company employee handbook outlines our policies, expectations, and codes of conduct. Full copies can be made available upon request. FSG ensures all employees are well-informed on:

1. Janitorial Employee Safety / OSHA Compliant
2. Proficiency with chemicals, tools and equipment
3. Commitment to providing quality customer service
4. Infectious Disease Control
5. Drug Free Workplace policies
6. Waste Disposal
7. Green Cleaning
8. Individual Job Duties
9. Common Area Cleaning
10. Basic Restroom Cleaning
11. All Floor Care procedures
12. Site Security
13. Uniforms and Appearance

**Training**  
 Knowledge, skills, and  
 useful abilities. It for  
 backbone of center  
 quired for a trade  
 today the

We engage in regular continuing education training for both supervisory and custodial staff. Being members of BSCAI and BOMA, we are privileged to participate in a multitude of events, webinars, and certification training. BOMA also has many continuing education training accessible to members. The next anticipated education training will address Environmental Health and Safety Issues. Along with continuing education training, BOMA members host monthly luncheon meetings to share ideas and solutions for various issues and problems experienced in our industry.

In accordance with HIPA, OSHA, and the healthcare industry standards, Facility Service Group has made significant investments in producing a specialized training program geared towards medical clinics, hospitals, and long-term healthcare facilities. Each member of our team that is hired to provide services in any healthcare facility must complete Facility Service Group's specialized Blood borne Pathogens Certifications, Guidelines for Disinfection and Sterilization in Healthcare Facilities, and Healthcare Hazard Control and Safety Management

## ENVIRONMENTAL RESPONSIBILITY POLICY

All businesses have some impact on the environment. They emit pollution, produce waste and use resources for power. We try to play our part in protecting the environment and slow down global warming by monitoring our carbon footprint. Minimizing the effects of toxic cleaning chemicals requires building managers to work and communicate with cleaning staff, facility management or owners, and occupants.

### Green Cleaning



We encourage our clients to consider using Green Sealed and Eco Friendly products in their facilities rather than most standard commercial products.

Why green cleaning so important? One crucial factor is the potential harm that can be caused by traditional cleaning chemicals. Facility officials should understand the science behind cleaning, and how the chemicals in products can affect human health. Properly selecting and using green cleaning products can help safeguard the health and safety of building occupants and the planet.

FSG has general guidelines for selecting green cleaning products, such as:

- PH: Prefer cleaners that have a neutral pH (closer to 7) compared to those with extreme pH (closer to 1 or 14).
- Biodegradability: Prefer cleaners that are readily biodegradable (check for green certification or recognition) compared to those that are slower to degrade. Unfortunately, many older formulations use excellent performing ingredients that have been found to have serious environmental and health concerns.
- Dyes and fragrances: Prefer those with no or low levels of dyes and fragrances compared to those products that are heavily dyed or fragranced (check for green certification or recognition). If dyes are necessary, use those that are approved for foods and cosmetics (F&C).
- VOCs: Prefer those that have no or low VOCs. These requirements will vary depending on the product type, usage, actual outgassing rates, and other factors (consult recognized green guidelines in Appendix B) compared to those with higher levels.
- Bio-Based/Renewable Resources: Prefer products that use materials derived from renewable resources compared to those from non-renewable resources (check for green certification or recognition).
- Flashpoint: Prefer products that have a high flashpoint compared to those with a low flashpoint (see the product's MSDS).
- HMIS (Hazardous Materials Identification System) rating: Look for a product with a zero hazard rating

Another significant factor is the impact on cleaning personnel who have longer-term exposures at higher concentrations to chemical cleaning products. This exposure can sometimes lead to serious chronic illnesses such as cancer, and neurological or reproductive disorders.

The more educated your facility managers become in how chemicals in cleaning products can cause harm, the better they will be able to choose cleaning strategies and products that will provide a healthy high performing building.

### *LEED Certified*

Nick Martinez, our National director of operations, has been through the proper LEED training and is qualified to assist facilities in achieving their LEED points. LEED (Leadership in Energy and Environmental Design) is an internationally recognized green building certification system, providing third-party verification that a building or community was designed and built using strategies aimed at improving performance across all the metrics that matter most: energy savings, water efficiency, CO2 emissions reduction, improved indoor environmental quality, and stewardship of resources and sensitivity to their impacts.

### *Orbio On-Site Generation*



Packaged cleaning chemicals that largely consist of water, dyes and fragrances are on their way out. We offer a new breakthrough technology called On-Site Generation (OSG) which is rapidly gaining the acceptance and confidence of early adopters. OSG technology converts water, electricity and a small amount of salt into effective cleaning and antimicrobial solutions. It eliminates the need for many packaged chemicals that have been used for years to clean education facilities, hospitals, public venues, casinos, retail stores and other spaces.

OSG devices are connected to a facility's tap water supply, drain and standard electrical outlet. Softened tap water and salt are combined and the mixture flows into an electrolytic cell. This water electrolysis process creates two separate streams; a cleaning solution and an antimicrobial solution. Built-in sensors measure critical output parameters in both solutions to ensure efficacy.

The solutions are then dispensed into spray bottles, automatic scrubbers, all-surface cleaners and carpet extractors for your cleaning crews to use. Instead of a cluttered closet full of multi-colored, daily-use chemicals, cleaning crews have two simple choices; cleaning solution or antimicrobial solution. The OSG solutions offer equal or better cleaning capabilities, without VOCs, dyes, buffers, chelating agents or complicated dilution processes of conventional packaged chemicals.

### Chemical Disposal

For clients that do not use the Orbio On-Site Generation; we must then use conventional cleaning chemicals. Detergents contain nutrients that can affect the water quality in rivers and lakes if disposed of incorrectly. Therefore, we have taken advice from the Environmental Protection Agency on how we dispose of waste or unwanted chemicals and follow their advice. Many companies ignore the correct procedures for disposal leading to nutrients entering the waterways encouraging algae to grow and taking oxygen out of the water. This is known as eutrophication and in extreme cases eutrophication can kill fish and other aquatic life. Nutrient pollution is still one of the biggest threats to our oceans, lakes, and rivers in the United States.

### Recycling

We also monitor how we dispose of clients' waste as commercial waste accounts for about 29% (130.1 million tons) of the waste produced annually in the United States with only 18% of commercial waste being recycled while the other 72% is sent to landfills. This is another area we work continue to with our clients to put recycling procedures in place from paper through to ink cartridges, from glass bottles through to cans. When we order chemicals and consumables, as far as reasonably practical, try to ensure packaging is kept to a minimum with boxes made from recycled products, with water based adhesives and water based pigments inks or dyes used on the boxes. We can help with all your recycling needs.

### CO2 Emission

We try as far as reasonably practical to purchase low emission vehicles for our management team as vehicles release greenhouse gases into the atmosphere contributing to climate change. We also work on geographical concentration of employees which help reduce traveling mileage between our customers and again limiting our CO2 output.

### Infectious Disease Control

Infection Control encompasses the processes and activities that identify and reduce the risks of acquiring and transmitting endemic or epidemic infections among individuals. This is vital to large public access facilities and schools, particularly in locker rooms and training areas. Outbreaks such as H1N1 and MRSA can create major health issues, public backlash, and substantial loss of revenue.

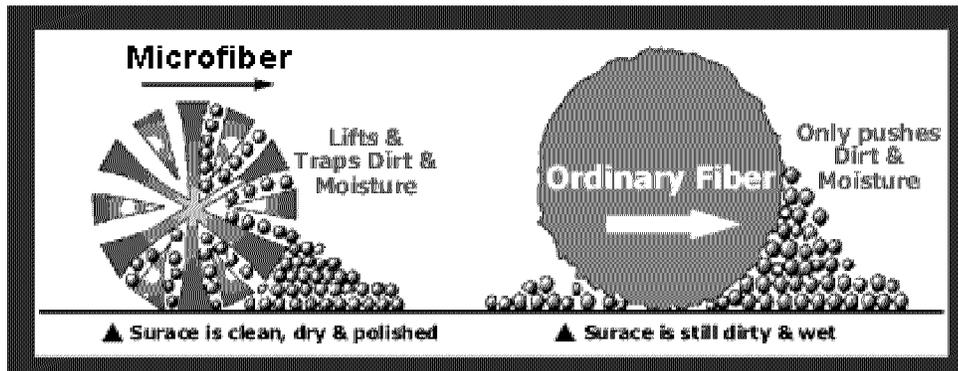
We have a three step system to reduce the spread of, test for, and eliminate infectious diseases such as H1N1 and MRSA, which is *Prevention, Detection, and Correction*.

#### *Step 1: Prevention*

#### **Microfiber**

We use microfiber technology for mops and cleaning cloths, which are more effective for removing germs and dirt, and can be washed and reused hundreds of times. Microfiber is used to make non-woven, woven and knitted textiles. The shape, size and combinations of synthetic fibers are selected for specific characteristics, including: softness, durability, absorption, wicking abilities, water repellency, electrostatics, and filtering capabilities. The illustration below compares the absorption process of microfiber and conventional fiber.

### *Microfiber Works Better!*



Microfiber used for commercial cleaning products also includes many products constructed of 100% polyester microfiber. Fabrics made with microfibers are exceptionally soft and hold their shape well. When high-quality microfiber is combined with the right knitting process, it creates an extremely effective cleaning material. This material can hold up to seven times its weight in water. Microfiber products have exceptional ability to absorb oils, and are not hard enough to scratch even paintwork (unless they have retained grit or hard particles from previous use).

Microfiber textiles designed for cleaning clean on a microscopic scale. According to tests, using microfiber materials to clean a surface leads to reducing the number of bacteria by 99%, whereas a conventional cleaning material reduces this number only by 33%. Microfiber cleaning tools also absorb fat and grease and their electrostatic properties give them a high dust-attracting power.

We adhere to a strict color coding policy for all our equipment and materials, including but not limited to cloths, buckets, mops and gloves. This is as follows:

SANITARY APPLIANCES & WASHROOM FLOORS	RED
GENERAL LOWER RISK AREAS EXCLUDING FOOD AREAS	BLUE
WASH BASINS AND OTHER WASHROOM SURFACES	YELLOW
GENERAL USE	GREEN

1. The aim of a colour coding system is to prevent cross contamination.
2. We ensure that this system forms part of our employee induction and continuous training programme.
3. We have made our color coding system easily understood and simple to use.
4. A sizeable minority of people are color blind in one or more colors. Some individuals may not know this and therefore we carry out color identification tests as part of our employee induction.

***Kaivac No-Touch Restroom Cleaning System***

Traditional tools, such as mops and wipes, do a poor job of removing soils, bacteria and other indoor pollutants from restroom floors and surfaces. No-Touch Cleaning®, sometimes called spray-and-vac, is designed to thoroughly remove these contaminants in order to eliminate odors and reduce the risk of disease. Plus, this no-touch, hands-free system protects cleaners from exposure to bacteria.



The Kaivac system combines automatic chemical metering and injection, an indoor pressure washer, and a powerful wet vacuum into an integrated system, empowering workers to deep clean and sanitize restrooms without ever having to touch soiled, contaminated surfaces. Kaivac No-Touch Cleaning Systems not only clean better, but also cut labor, chemical and equipment costs while raising worker morale and image.

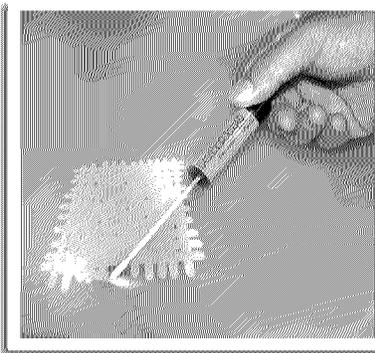
No-Touch Cleaning equipment removes soils, urine and germs from restroom floors and surfaces than traditional and micro fiber mops leave behind. No-Touch Cleaning is proven to be 60 times more effective at removing bacterial contamination than mops, which are more likely to spread disease and odor-causing bacteria than remove them.

**Step 2: Detection**

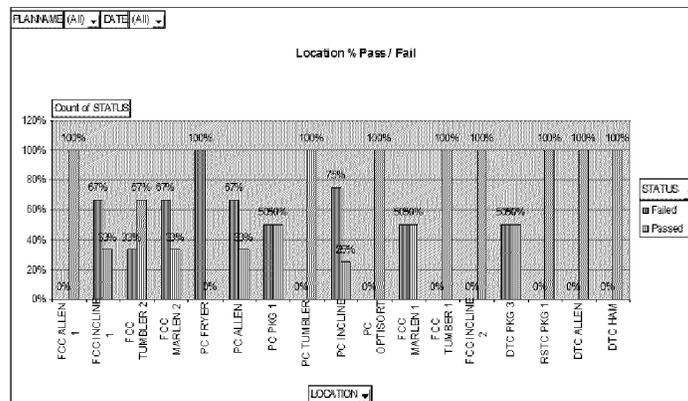
Detection is the next line of defense in reducing the spread of infectious disease. American Maintenance utilizes handheld electronic monitoring units to ensure low levels of ATP (adenosine triphosphate), which are the universal energy molecule found in bacteria. To perform a test of a recently cleaned area, a swab is rubbed on any surface and inserted into the handheld monitor, and within seconds the level of ATP is detected and recorded. Cleanliness issues can be immediately rectified before anyone comes in contact with the surfaces. Additionally, all information can be recorded and tracked via a software package. This system ensures a safe environment for both your employees and visitors.



The simple testing procedure is illustrated below.



We use the novaLUM system from Charm Sciences Inc. which includes novaLINK software that is fully customizable and can be pre-configured to meet infection control environment and sampling plans. Data can easily be analyzed from the novaLUM device. Reports can be customized and pre-programmed graphs enable simplified monitoring of corrective actions.



**Step 3: Correction/Outbreak Termination**

In the event of an infectious disease outbreak, we take the necessary steps to terminate the outbreak spread. At all times, we have adequate supplies of hospital approved disinfectants (HAS), N-95 respirators, body suits, and gloves to perform a mass disinfecting of any facility. Hospital grade disinfectants shall be swapped out as their shelf life approaches.

## ACCOUNT MANAGEMENT & SERVICES OFFERED

### Innovative Technology



At Facility Service Group we use technology to our advantage. We invested significant resources to upgrade our current CMMS - computerized maintenance management system, to provide an even better platform for our clients and management team to communicate. Clients benefit from improved communication, increased productivity, and integrated processes to measure results. You'll gain the benefits of reduced response time, while overseeing all of your facility services and save money with paperless automated communication. Our easy to use work order portal can be accessed through any computer, tablet, or mobile device, making all employees accountable for a rapid response.

Our cutting-edge CMMS offers benefits that assist in:

- Ensuring Quality services
- Deliver on scheduled services or special requests
- Efficient Communication
- Accurate and timely reporting
- Recording of employee hours/schedules

Our CMMS is a web-based control system to support our client's quality goals and requirements. A special URL is set up and can be given to anyone who is granted access. Each client is set up with a custom profile that will include all their facility locations in a simple drop down menu for easy selection. Once a location or site is selected, the requester can choose from preset options or enter a custom request. All communication through our CMMS is tracked and recorded to the individual client. There is an audit trail for all requests so that all parties are notified of the progress of the request. Having a CMMS helps us keep organized, track and measure our success, know about any request or complaint immediately, and resolve problems in a timely manner.

### CMMS – Quality Assurance

Quality assurance begins on the ground level with our service employees and is one of the most important aspects of our business. All personnel are trained to carry out the tasks as prescribed in the specifications using state-of-the-art equipment and technology. Our Supervisors are the next line of defense in maintaining a high standard of quality with daily and nightly walk-throughs, corrective action, and reports and recommendations to the Regional Manager. It is our general practices to have the Regional Manager perform bi-weekly site inspections using our customized maintenance software designed specifically for our industry.

Our CMMS is a robust tool that facilitates in tracking work orders from inception to completion. A communication hub for all activities pertaining to the custodial services.

Our clients have the capability of reporting deficiencies by opening a work ticket which will notify the supervisor. Deficiencies are corrected and work tickets are then closed off by the Supervisor once he/she has checked the custodial janitors work.

The screenshot displays the 'Checkpoints' software interface. On the left, a checklist for 'Lobby' is shown with columns for Description, Response, Weight, Value, Score, and Q.O. Possible. The 'Score' column shows values like 91%, 80%, 100%, 85%, 100%, 80%, 80%, 100%, 85%, 100%. On the right, a form is filled out with the following information:

**Requester Information**  
 Name: Brian Calkins  
 Phone: 8552742220  
 Email Address: bcalkins@fsgcorp.us

**Work Order Information**  
 Customer: Grand Junction  
 Building: Central Services  
 Priority: 2-Normal  
 Address: 200 Oak Drive  
 City/ST/Zip: GRAND JUNCTION  
 Company/Organization Name: Mesa County  
 Specific Work Order Instructions: [Empty text box]

Buttons for 'Click here to Attach Documents (5 max)' and 'Submit' are visible at the bottom of the form.

Confirmation emails ensure proper submittal.

The screenshot shows an email confirmation for a work order. The header includes the date and time: 'Fri 2/27/2015 12:32 PM'. The subject is 'WO# 10187 (Corpus) - Work Order Request'. The sender is 'APERE.Z@FSGCORP.US; OPERATIONS@FSGCORP.US'. The email body contains the following details:

**Facility Service Group**  
 Work Order #: 10187

**Work Order Confirmation**

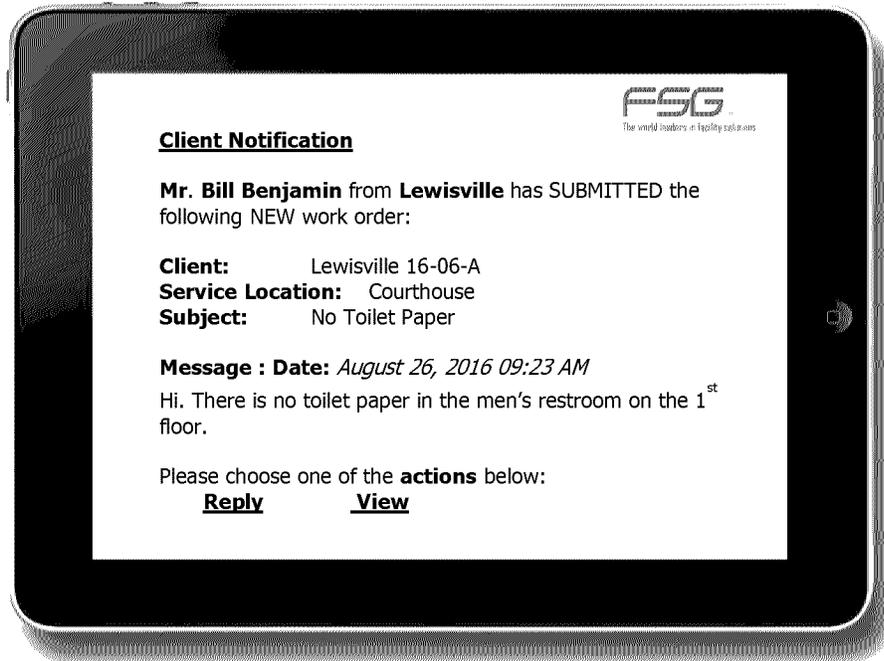
Title: Work Order Request  
 Contact: John Smith  
 Phone: 8001234567  
 Email: [Facilitymanagement@services.com](mailto:Facilitymanagement@services.com)  
 Area: Your Town  
 Building: Court house  
 Priority: 1-High  
 Address: 1111 Your Way Dr.  
 City/St/Zip: Serviceville, FSG, 11111  
 Company: Quality Count

The footer of the email contains the text: 'Please Do Not Reply To This Email WO# 10187 (Corpus) - Work Order Request'.

### *Communication*

Once submitted all responsible personnel are notified. The clock begins ticking and if the request does not receive a prompt response upper management is informed. We approve your request and close out the work order upon completion.

The facilities are inspected on a regular schedule, and the data is entered into the CMMS via laptop or mobile device. The mobile smartphone/tablet application allows our supervisors to point and click logging crucial information about the standard of services as well attached photos for reference.





**Work Order Feedback Form**

As work is completed, the work orders are closed and our reporting system is updated.

Our goal is to optimize our processes to achieve a higher standard and more efficient results. Upon work order completion, a feedback form is emailed to our clients asking you to rate our performance. From there supervisors can follow up with service workers to ensure we are operating in line with our standard of excellence.

**Work Order Information**

**Number:** 10172  
**Reported:** 2/23/2015 5:01:55 PM  
**Title:** Work Order Request  
**Details:** TEST 3  
**Status:** Closed  
**Closed:** 2/23/2015 5:25:37 PM

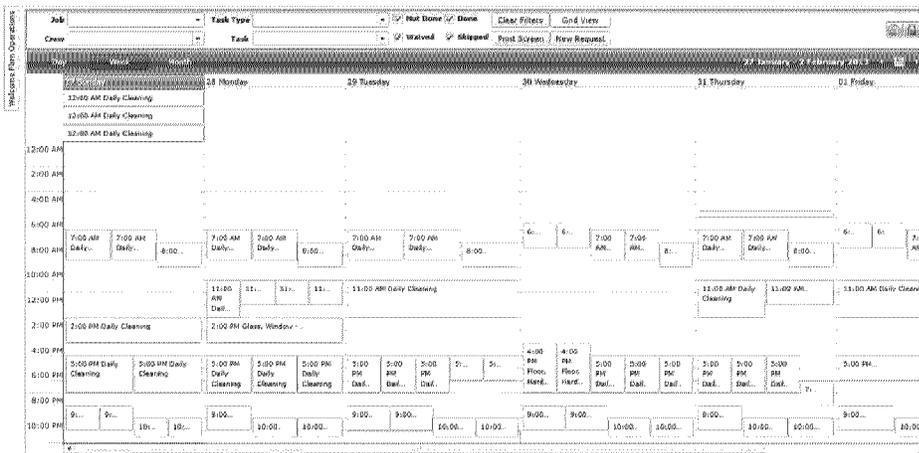
**Customer Feedback**

**Name:** Anthony Leo  
**Email:** aleo@fsgcorp.us  
**Phone:** 8552742220

- Excellent
- Very Satisfied
- Satisfied
- Needs Improvement
- Needs Significant Improvement
- N/A

*Preventative Maintenance*

We schedule preventative maintenance to ensure that all services are completed as promised. These schedules are best for project work/periodicals (High dusting, Strip and wax, buffing, etc.). Below is an internal view:



Each task is assigned a preventative maintenance request, which is then emailed and viewable by the assigned personnel. The client and our upper management team are also notified.

This allows an open stream of communication; all members are on the same page. Each preventative maintenance request clearly defines who is responsible for the work and the time involved for completion.



**Facility Service Group**  
 Scrub & Recoat SemiAnnual -  
 Grand Junction  
 Preventive Maintenance

WorkOrders.com  
 Work Order  
 10179

Contact Information	Asset & Location Information	Dates
John Assante jassante@fsgcorp.us Budget #	Grand Junction Central Services	Emailed: 2/23/2015 Reported: 2/23/2015 Required: 3/16/2015

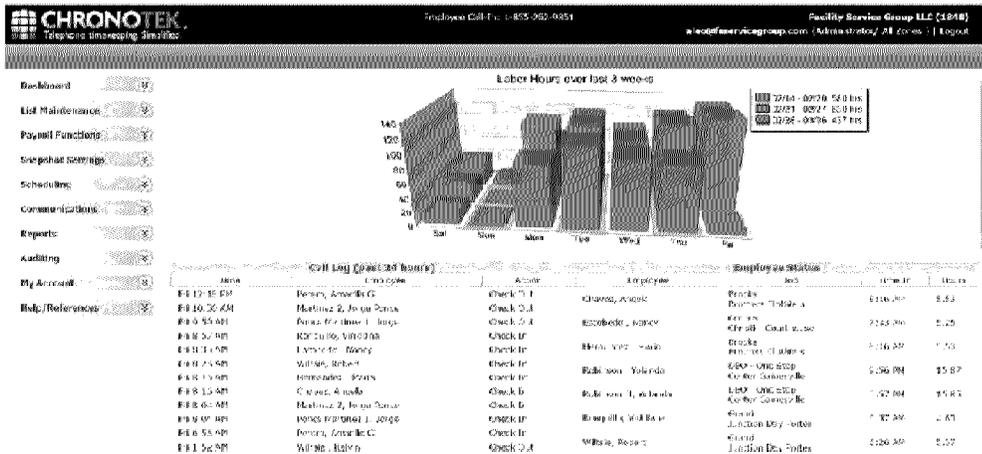
Assigned To	Est.	Start	Needed By
Kelvin Wiltzie	0	3/12/2015	3/16/2015

Work Order Information			
Priority: 2-Normal	Estimated: 0	Reviewed: No	Status: 0-Open

Client Billing Amount:	Client WO/PO #:
Company/Organization Name:	 

*Employee Time Clock and Schedules*

Manual time clocks are a thing of the past. The CMMS time clock system requires that all service personnel must call in to alert/log when they start and end their shifts. This will trigger a notification to be sent out to the employees' supervisor advising them that the appropriate employees are onsite, also notifying them of absenteeism prompting corrective action. Employee time clocking record the hours in which the employees worked and track labor costs.



Cost Control

At FSG, we utilize various efficiencies to reduce our costs, and we pass that savings along to our clients. We offer value added services and innovative solutions to meet the needs of our clients:

<b><i>FSG Cost Saving Initiatives</i></b>	<b><i>Results</i></b>
Workforce Development & Continuing Education	Decreased turnover rates; more knowledgeable and productive employees; improved performance.
Management Software	Tracks and controls work orders, monitors scheduling, quality control, hours
Computerized Quality Control	Streamlines the inspection process for immediate results with simplified procedures
Real Time Reporting Systems	Allows for an over-all review of our efforts to ensure proper allocation of labor, supplies, equipment and Management.
High Efficiency Equipment	Increases productivity; reduces labor hours
National Pricing Agreements	Provides FSG with discounts of up to 35% on our purchases, enabling us to offer better pricing to clients.
Custom Work loading	Ensures an accurate, cost effective bid that encompasses costs for all aspects of our services.

Grand Junction Colorado, is a perfect example of how we are able to save our clients thousands off their current costs. We were able to save this account an estimated \$15,000 simply by utilizing comparable equipment. Upon award of this contract, Grand Junction provided us with a list of required floor machines, specifically Tennant, that were to be utilized for their municipal buildings. We simply looked at the equipment specs and found that they matched exactly to the Nilfisk Advance line. On one machine alone we were able to save them \$5,000 as well as reduce labor costs due to the machine being more efficient in recovery tank hold and floor coverage.

Another method of cost savings is by utilizing dilution control machines when dispensing chemicals. There are several money saving benefits to dilution control systems such as:

- Because the chemicals are so highly concentrated, they use less packing (eco-friendly) which results in less ordering frequency. This saves time and money because the janitorial service will be supplied for months.
- Using refillable and re-usable spray bottles saves money and packaging by not having to constantly replace the ready to use bottles.
- Reduces chemical waste and usage by using “error proof” mixing. This also proves better cleaning results.

Our ability to pass our cost savings to our clients reflects in our bottom line.

## Standard Operating Procedures

Improving cleaning procedures involves changing the way cleaning is performed to better prevent or remove soils, contaminants, or pollutants, and to select and use less toxic products. These processes should be integrated into a system of Standard Operating Procedures (SOPs) that are part of the overall operations and maintenance plan for the building.

Building managers ideally should develop and maintain SOPs as a set of written guidelines that govern:

- Cleaning procedures
- Chemical handling and tracking requirements
- Equipment maintenance and operation procedures
- Communication protocols and requirements
- Training and inspection programs, and
- Reporting and record-keeping procedures.

When Facility Service Group acquires new contracts, our Operations manager will communicate with the facility manager to ensure we devise a SOP specific to that facility's needs. These guidelines are available to all cleaning personnel and occupants. In addition, if desired, a more in-depth Green Cleaning Plan may be developed for each area to be cleaned.

Following is a sample of the standard operating procedures for restroom cleaning that may be used for this project:

### Restrooms

While procedures for cleaning restrooms in a green maintenance program are similar to those in a traditional cleaning program, restrooms should be cleaned frequently using appropriate products because of their heavy use and moisture. The cleaning must be done thoroughly, including hard-to-reach areas such as behind toilets and around urinals. Dwell time for many disinfectants is from several to 10 minutes. Many restroom cleaning products are hazardous, such as drain cleaners and toilet bowl cleaners, although less toxic alternatives are available, such as live enzymes.

Paper dispensers and trash cans used in restrooms to dispense or dispose of paper hand towels should be "touch free," which reduces the potential for cross-contamination of bacteria and other potentially harmful pathogens. Large trash cans can minimize overflow and reduce the frequency for policing the area.

For a restroom cleaning process, staff should clean from high to low, towards the doorway, and do dry work before wet work, through a process such as the following:

- Check the supply cart for proper equipment and supplies.
- Prepare the area. Place a "Restroom Closed" sign at the door, if applicable.
- Re-stock supplies and clean the exterior of all dispensers including paper towel, feminine hygiene, toilet tissue, and hand soap dispensers.
- Remove trash from waste receptacles. Clean receptacles with a disinfectant cleaner, and replace the liners.
- Dust mop, sweep, or vacuum the floor, and pick up collected debris with a dustpan.
- Clean sinks using a disinfectant cleaner and abrasive sponge, first making sure they safe for surfaces including chrome. Leave disinfectant on surfaces according to the manufacturer's dwell-time directions.
- Clean mirrors with glass cleaner and soft, clean cloths, or use an applicator and squeegee. Microfiber cloths enable cleaning glass and mirrors with water only and without chemicals.
- Clean and disinfect toilets and/or urinals. Remove urinal screens. Using a bowl swab, force the water level down in urinals and toilet bowls by repeatedly pushing the swab down the throat or flush path. Apply bowl cleaner to the exposed interior surfaces of the bowls and urinals, especially under the rim.

Allow time for the chemical to work, while cleaning partitions and showers (several to 10 minutes, based on the manufacturer’s directions).

- Remove graffiti from walls and stall partitions. Clean stall partitions and walls as needed with disinfectant cleaner.
- Clean both sides of entrance/exit doors with a disinfectant cleaner, paying special attention to hand contact areas.
- Return to scrub the inside of the bowls and urinals with a bowl swab or brush. Use a brush or abrasive sponge for difficult soils. Clean the exterior of the bowls and urinals with disinfectant cleaner. Clean both sides of the toilet seat. Clean the walls around the bowls or urinals with disinfectant cleaner.
- Flush bowls and urinals. Polish all chrome surfaces with a dry cloth after cleaning with a disinfectant cleaner.
- Scrub the floor with a disinfectant cleaner using a wet mop, bucket, and wringer. If needed, scrub the floor grout with a tile and grout brush. Rinse with clear water. Squeegee or vacuum up water, if necessary. Note: Floors, since they are not considered to be hand touch points, may not need to be disinfected if properly maintained.
- Treat sink, shower, or floor drains with drain maintainer, if necessary
- Inspect the work. If satisfactory, allow the floor to dry and re-open the restroom. Return the cart to the supply area and restock.

*Basic Cleaning Production Rates*

Most cleaning production rates are based on 1,000 square feet, and are approximate amounts of time. Other items that can affect your production rates:

- Hours of building operation
- Population density
- Weather conditions
- Hard floor surfaces versus carpeted surfaces
- Public access
- Customer expectations

We have provided you with the standard production rates based on the information gathered at the Site visit Walk Through. This gives the facility management team a general idea of how long it will take one staff member to complete a given task. Please understand that this is an average production rate and could vary slightly.

<b>GENERAL CLEANING</b>	<b>MINUTES/EACH</b>
Empty trash can (28 qt), replace liner	50
Empty and damp wipe ash tray	0.14
Damp wipe trash can (inside and outside – 28 quart)	0.50
Sanitize/polish drinking fountain	1.00
Dust/vacuum blinds 4’ by 3’	0.45
Clean refrigerator – inside & out	20.00
Clean microwave	5.00

<b>DUSTING</b>	<b>MIN TO CLEAN 1,000 SQ FT</b>	<b>SQ FT PER HOUR</b>
High dusting – vents, corners, lights	3.00	20,000
Low dusting – chair legs, base boards	5.00	12,000
Horizontal dusting – spot cleaning using microfiber cloth, desk tops, pictures, computers	5.00	12,000

<b>RESTROOM CLEANING</b>		<b>MINUES/EACH</b>
Clean toilet – top/bottom		2.50
Clean sink		1.00
Clean urinal top/bottom		2.25
Clean/disinfect shower stall		7.00
Restroom partitions (wipe down)		2.00/stall
Clean fixtures, mirrors, counter tops, fill supplies		2.5 per fixture

<b>SWEEPING</b>	<b>MIN TO CLEAN 1,000 SQ FT</b>	<b>SQ FT PER HOUR</b>
24" Push broom	15.00	3,800
26" Push broom	10.00	5,500
28" Battery walk behind sweeper	4.00	15,000

<b>DAMP MOPPING</b>	<b>MIN TO CLEAN 1,000 SQ FT</b>	<b>SQ FT PER HOUR</b>
18" Microfiber flat mop	4.00	10,000
24 oz Mop head w/bucket wringer	12.00	5,000
32 oz Mop head w/bucket wringer	10.00	6,000

<b>STAIRWAYS &amp; LANDINGS</b> (5' wide stairwell, 28 steps per floor)	<b>MIN PER FLOOR</b>
Dust & spot clean all handrails	5.00
Vacuum stairs, landings	2.00
Damp mop with mop/wringer	3.00
Damp mop w/microfiber flat mop	2.00
Check stairwell for litter & debris	1.00

<b>SPOT CLEAN WALLS</b>	<b>MIN TO CLEAN 1,000 SQ FT</b>	<b>SQ FT PER HOUR</b>
Remove handmarks from light switches, doors using Microfiber cloth	2.00	30,000

<b>CLEAN ELEVATOR</b>	<b>MINUTES/EACH</b>
Wipe walls, panels, doors, and door tracks	7.00

## Floor Care Program

To keep your new floor looking great and performing at its best requires a structured maintenance plan. It extends the new look of your floor, as well as its life cycle. A properly maintained floor also promotes the health and well-being of employees. By using the right environmentally responsible mix of maintenance chemistry and processes to keep your floors bright and clean, you maintain a healthier work environment for your employees. That means fewer sick days and greater productivity. Facility Service Group can help you devise a cost-effective flooring maintenance plan and ensure that the maintenance service you receive will produce the best results by developing an optimal schedule and using the right products for your floor.



### *How to Determine/Tailor a maintenance Program*

Before establishing a maintenance program, there are a number of factors which must be considered in order to determine the most appropriate, cost-effective methods to use. It is critical that the maintenance methods for each floor and area be chosen only after careful evaluation and with regard to the following:

- **Type of Flooring**

It is important to know the type of floor before cleaning. Rubber or linoleum could be confused with vinyl or luxury vinyl tile (LVT) could be confused with wood or laminate.

- **Resources/Equipment/Chemicals/Personnel/Budget**

Are well-trained maintenance personnel available?

Are the appropriate pieces of equipment (scrubbers, buffers, mops, pads, etc.) available?

Are the appropriate chemicals available?

What is the budget?

- **End-User's Expectations**

What is the desired gloss (high or low gloss)?

What is considered an acceptable level of appearance by the owner, customers, staff or end-user?

- **Type of Facility & Location of Flooring**

Entryways, lobbies and pivot-point areas may require more protection and more frequent cleaning than lower traffic areas in other parts or upper levels of the building.

- **Volume and Type of Traffic and Soil**

Traffic types and volumes in entryways and corridors will vary greatly from those found at nurses' stations or in examination rooms. Dirt and grit carried in from the outside can differ significantly from the soils and chemical spills found in a laboratory or emergency room.

- **Special Traffic/Footwear**

Areas subjected to frequent rolling loads provide a different environment than a children's play area or corridor in an elementary school.

- **Color/Design of Flooring**

Color and pattern can have a significant impact on a floor's appearance and when properly chosen, may help mask soiling and staining. Mid-tones are better choices than light or dark colors. Busier/high contrast patterns will hide soiling and staining better than solid/monolithic ones.

## Standard Floor Care Procedures

### *Dust Mopping and Dry floor cleaning*



Traditional dusting and dust mopping techniques frequently move dust and other contaminants from one area to another, such as from a countertop to the floor. It is important to recognize that moving the dust around is more than just an efficiency issue. Dusting and dust mopping activities that do not capture soils frequently stir them into the air where people can inhale the particles, creating a potential health hazard.

Each pass with a properly treated dust mop helps to remove dirt, dust, and abrasive particles, without leaving the floor dull or slippery. Cleaning staff will be provided with the following instructions on how they should dust-mop as follows:

#### **Proper Dust Mopping Procedures:**

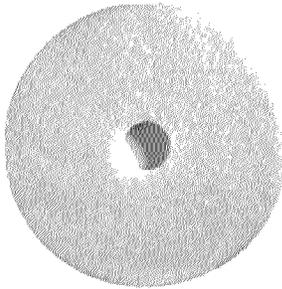
1. Fill a properly labeled trigger-spray bottle with a water-based dust mop treatment prepared according to label directions, and spray (using a course stream rather than a mist to avoid aerosolizing chemical) the treatment onto a clean dust mop. Follow the manufacturer's directions for application rate, and apply next to the backing at the base of the yarn, without over treating it.
2. Roll the dust mop, treated side in. Place it in a plastic bag to help the mop head fibers absorb the treatment for at least 24 hours. After 24 hours, place the treated dust mop on the frame.
3. Dust mop the area, using a continuous motion, without lifting the mop from the floor. Begin at the perimeter (next to the wall) and walk to the other end of the work area. At the opposite end, rotate the dust mop so that the leading edge remains the same. Return to the opposite end and repeat. Overlap the previously mopped path by 2–4 inches to ensure complete coverage.
4. Sweep accumulated soil to a collection area, lightly shake the loose soil from the dust mop, and continue. Remove gum, tape, or other sticky residue with a scraper, using care not to mar or scratch the floor finish. Continue the dust-mopping process until the entire area has been dust mopped. When finished, pick up the collected debris using a counter brush and dustpan, or vacuum.
5. Clean excess dust from the mop head. Place the mop over a trash container. Brush with a stiff bristle brush in a firm, downward motion and/or vacuum.
6. Store the mop in a hanging position. Do not store the dust mop on the floor. The mop treatment may discolor the floor, and the mop fibers may become matted.
7. When the dust mop no longer attracts adequate soil, it may be re-treated. Spray the mop at the end of a work shift, and allow the treatment to be thoroughly absorbed.
8. Launder soiled dust mop heads monthly, weekly, or as needed. Soak mop heads overnight in a neutral pH cleaning solution. Rinse thoroughly, wring out, and hang them to dry. Machine washing and drying following manufacturer's recommendations is another option.
9. Re-treat as directed above for initial treatment. Non-microfiber dust cloths may also be treated with some dust mop treatments. (See their label instructions.) Spray lightly and allow fibers to absorb the treatment for 24 hours before use

### *Spray Buffing/Burnishing*

Spray buffing is a process that deepens the gloss and provides added durability to the existing finish, extending the life of the finish and reducing recoating frequency.

Burnishing is a process that helps to maintain a long-lasting, high gloss shine on any finished floor. It helps to condition the floor finish and helps to reduce the frequency of stripping.

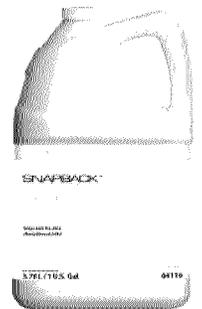
The best course of action for spray buffing would be to use a high speed burnisher (as proposed in the Equipment schedule ) along with a white synthetic pad and quality spray buff. (Diversey snap back shown below)



A white polishing pad for buffing very soft finishes or for polishing. Removes scuffs and black heel marks and enhances floor appearance.

SnapBack Spray Buff enhances your floor's appearance and leaves floors with a high gloss and removes black heel marks, scuffs, and repairs scratches.

- Leaves floor with high gloss
- Removes black heel marks
- Removes scuffs
- Repairs scratches
- Pleasant fragrance
- One Gallon covers 25,000-30,000 square feet



Spray buffing is really a two-step process.

#### **Step One:**

We apply a light mist of Spray Buff in front of the floor machine of approximately 2-4 feet forward and 6-8" wide. The first step in the spray buffing operation will evenly apply and spread the material to the floor and the second pass will produce the high gloss. Spray buff is to be applied in a fine mist, not directly on the floor, but a mist over the area. We try to avoid applying spray in a solid stream (this leads to build-up).

#### **Step two:**

Once applied on the area of approximately 4' x 6' we dry buff the same area again with no spray buff being applied. Dry buffing the floor until the floor surface is glossy and not tacky.

## PROJECT UNDERSTANDING

### Implementation Plan

Facility Service Group's implementation approach when we take over any contract is one of stealth. It is not in the best interest of the client to go into a new facility and completely change everything or upset the current environment. We want to make any transition as smooth as possible in a way that is almost not felt by the client and the building occupants. Our philosophy is always to first understand the current situation and the issues that each facility has been experiencing. Once we have pinpointed the issues, we apply industry specific knowledge and strategies to remedy the concerns. Below is a detailed step-by-step outline of our implementation plan for all locations within this proposal:

#### *Step 1: 30 days*

Depending on the timeline given, we ask for a minimum of 30 days prior to the commencement date to properly assess the facility, hire and train new employees or retrain the current employees, and purchase any necessary equipment and supplies.

The Regional Manager assigned to the facility will inspect and assess the condition and report to the Director of Operations on their plans to improve the services and the requirements to complete the scope of work. Any noted issues or concerns will be brought to the attention of the facility manager immediately prior to us starting.

All equipment and chemicals will be included in the report for approval and ordering through our Accounting Department. This step must be done ahead of time to ensure all equipment and supplies reach our warehouses prior to commencement of the contract.

#### *Step 2: 3-4 weeks*

The Regional Manager will be responsible for interviewing all the current employees performing services in the facility. We recognize the value of retaining current employees as they contain intimate knowledge of the scope of work and want to give these people the first right to keep their positions but transition to our company. However, we understand that some current employees have non-compete clauses within their employment agreements which would not allow them to work for a competing company.

In the event that the current employees have non-compete clauses then the Regional Manager will turn to our partnership with the Department of Opportunity to hire the appropriate people to fill the open positions. Once the appropriate people have been hired or retained, a training period of two weeks will take place following our training process outlined in the Employee Training section. Level 2 background checks will be completed prior to execution of employment agreements.

#### *Step 3: 3 weeks*

The Account Manager will interpret the scope of work and input all data into our management software. This process can be time consuming and quite detailed which helps to schedule all tasks so all parties can be linked through a central hub of communication.

#### *Step 4: 7-10 days*

7-10 days prior to the commencement date, Facility Service Group will meet with the facility manager to go over the implementation plan, ensure all required documentation are signed, bonds are in place, Level 2 background checks are returned, contact information for all management personnel are collected, and answer any questions the facility manager may have.

*Step 5: Last week*

1 day prior to commencement date, Regional Managers will retrieve any keys, alarm codes, door codes, ID badges, and any special or last minute instructions from Mesa County's facility manager.

Special instructions and any pertinent information must be communicated to the Account Manager who will enter all the data into our management software so it recorded and accessible to our management team. A meeting with all employees and management will be held after meeting with the facility manager to go over the instructions, hand out uniforms, ID badges, and load all equipment and supplies onto our caravans ready for transport to the location.

*Step 6: Commencement Day*

The day of commencement all hands will be on deck including the Director of Operations and Regional Manager. The Regional Manager will be onsite to ensure a smooth transition while the Director of Operations will oversee every member and be available to communicate with the facility manager. During the first two weeks of transition, Regional Managers will be very hands on and perform routine inspections to ensure quality standards are met. It will be during this time that constant communication with the facility manager is crucially important to establish rapport and obtain feedback.

*Step 7: Post commencement*

Once a routine has been established and quality standards have been achieved, Regional Managers will perform bi-weekly quality inspections and enter data into our management software.

By allowing us to provide janitorial services for your building and facilities, you hand over your cleaning worries to expert who have a strategic plan for every situation. We tailor our services based on your buildings floor plan, existing facilities, and the number of daily traffic. Our state-of-the-art equipment and experienced personnel provide exceptional care and handling to high usage areas such as restrooms and, cafeterias, and main lobbies.

## Work Plan

In order to achieve the scope of work with a standard of excellence, we have devised detailed work plans for each facility including the hours and number of staff needed to complete the tasks for that building. Please note that the shift work plans serve only as a guideline and may be modified to accommodate the City of Lewisville according to building occupation and event schedules if need be.

The simple chart below outlines the days' buildings will be cleaned based on the desired service interval. By informing all building occupants of which day they should expect janitorial service will ensure expectations are met and everyone is aware of the routine schedule.

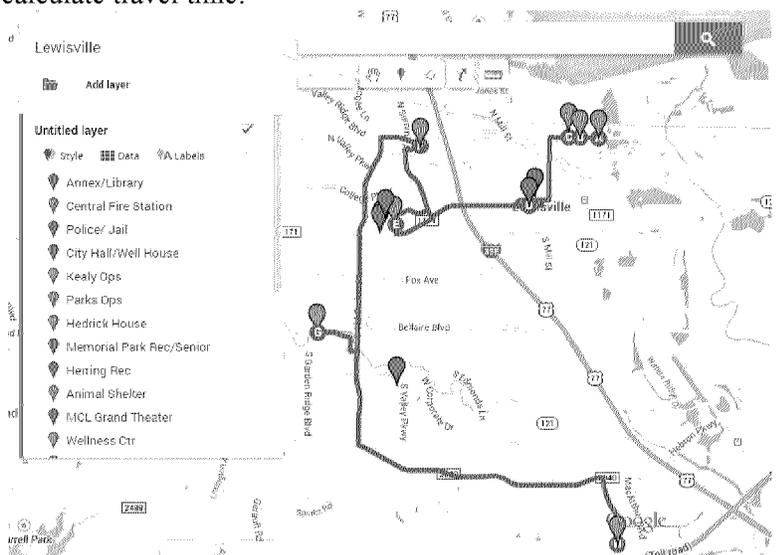
The buildings highlighted in red have been identified as Stand-alone buildings, which will have a permanent and dedicated staff that will not be included in the route cleaning. The buildings highlighted in blue, will be part of a cleaning route crew. As the best course of action, this crew will travel together to each blue building, furnished with all the equipment and supplies they need in company vehicles. Each team will consist of custodians, Team leaders and a supervisor who will be responsible for overseeing and meeting all cleaning objectives.

<b>Buildings</b>	<b>Sq Ft</b>	<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>	<b>Saturday</b>	<b>Sunday</b>
City Hall & Well House	51,889	X	X	X	X	X		
MCL Grand Theater	21,358	X	X	X	X	X	X	X
Mun Annex	31,322	X	X	X	X	X		
Dispatch (in Annex)	1,460	X	X	X	X	X	X	X
Library & Community Room	72,000	X	X	X	X	X	X	X
Police Department	25,799	X	X	X	X	X		
Jail	13,833	X	X	X	X	X	X	X
Fred Herring Rec Center	29,990	X	X	X	X	X	X	X
Central Fire Station	3,715	X	X	X	X	X		
Memorial Park Rec. Center	15,370	X	X	X	X	X	X	X
Memorial Park Senior Center	9,615	X	X	X	X	X	X	
Hedrick House	4,408	X			X	X	X	X
Kealy Operations Center	19,084	X	X	X	X	X		
Parks Operations	4,900	X	X	X	X	X		
Animal Shelter	6,275	X	X	X	X	X		
Wellness Center	1,160	X	X	X	X	X		
CVB Bank Building	3,094	X	X	X	X	X		
Crossfit Facility	3,000	X			X			
Police Firing Range	5,011		X			X		

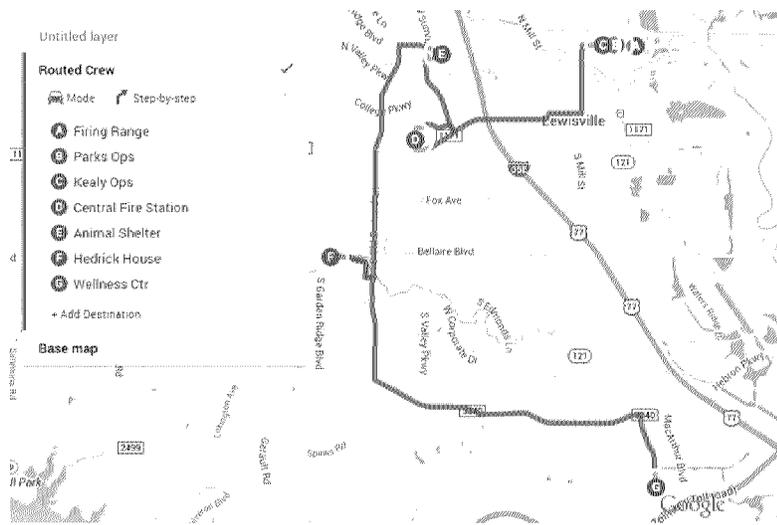
The stand-alone facilities are buildings that are larger than 20,000 sq. ft. and include:

- City Hall 51,889 sq. ft.
- Annex 31,322 sq. ft.
- Library 72,000 sq. ft.
- MCL Grand Theater 21,358 sq. ft.
- Herring Rec Center 29,990 sq. ft.
- Police Department 25,799 sq. ft.

We mapped out every building on Google Maps using blue pegs to signify buildings to be cleaned on the cleaning route and red pegs to signify stand-alone buildings. With this map we were able to create a specific route and calculate travel time.



Below is a map of the most efficient route plan for the smaller locations based on the calculations of google maps. This map excludes the larger stand-alone buildings since they will have a dedicated staff each shift.



The traveling cleaning crews will be given a number of buildings that are smaller than 20,000 sq. ft. as they will be able to complete the cleaning requirements efficiently. This method of traveling cleaning crews has the biggest benefit of virtually eliminating non-performance due to no-shows. When there is a crew of 3-4 people, if one person calls out sick, the crew can continue without much impact on the cleaning quality. We opted to go with traveling crews instead of assigning a handful of buildings to specific people as we believe that this route can create future turmoil. For instance, if “Sue” was responsible for buildings A, B, C, D, and E and she is unable to come to work for whatever reason, those buildings may not get cleaned on schedule. Often times employees do not give their supervisors adequate notice so other arrangements can be made. Turnover is an unfortunate reality in the service industry and the janitorial service industry is not exempt from this truth.

Day Porter

Facility Service Group understands the disorder that can occur in high traffic facilities during the day. We are prepared to staff the Lewisville buildings accordingly with the requested number of day porter staff and the times assigned.

- Library/Herring/Annex Buildings Mon-Fri 8am-6pm & Saturday 10am – 6pm
- Memorial Park Rec & Senior Center: Mon-Fri 10am – 3pm & Saturday 11am – 3pm

The day porter shall provide services to include policing the main entrance areas and public areas of the buildings for trash and spills, emptying public trash cans as they become full, cleaning and restocking public and staff restrooms as required, providing intermittent vacuuming, and cleaning/polishing glass and metal surfaces to keep a neat appearance within the buildings.

Cleaning Method

With careful consideration, we believe the best course of action for a building of this size would be to use the Team Cleaning method, as opposed to zone cleaning.

With team cleaning, fewer employees, working as one unit, can clean the same amount of space. Each team member is responsible for a specific task — light-duty work, vacuuming, restroom cleaning or project work. Since janitors are concentrating on specific tasks, they can clean faster. It is also easier to supervise because all work is being done at the same standard. For example, one janitor is performing all the vacuuming. He will vacuum to the same standard on the first floor as he would the eighth floor.

With zone cleaning, each janitor is responsible for every cleaning task — from vacuuming to cleaning restrooms — in a given area, usually the entire floor. So, for example, in an eight-story building, a cleaning crew will require eight janitors, each equipped with their own tools — a costly scenario in terms of labor and products. Also, each janitor will work at his or her own pace and as a result, those janitors who finish faster will be asked to help those still working. This can create conflict between janitors. And since no two janitors are alike, each one will clean to individual standards, making it hard to supervise a facility and achieve the same desired level of cleanliness.

*Janitorial Task Cards*

We have devised a couple sample janitorial task cards, used along with team cleaning to ensure each janitor is aware of the tasks that need to be completed. Once complete, a supervisor will inspect and sign off maintaining quality assurance.

<b>Daily Restroom Task Card</b>	
<u><b>Restock</b></u>	<u><b>Disinfect</b></u>
Toilet Paper	Sinks
Paper Towels	Toilet Bowls
Feminine Products	Urinals
Soap	
<u><b>Clean</b></u>	<u><b>General</b></u>
Mirrors	Dustmop/Wetmop Floors
Dust/Wipe Partitions	Empty Trash and re-line
Dust/Wipe Walls	Empty Sanitary napkin Disp
Spot clean entrance door	
Counter Tops	

<b>Daily Break Room Task Card</b>	
Spot Clean Doors	Spot clean marks from walls
Wipe down cabinet doors	Restock paper, soap
Wipe down Counter tops	Clean light switches
Empty and re-line trash cans	Dust and Wipe table tops
Empty recycling and compost	Sweep and Damp mop floors

*Janitorial Checklist*

In order to achieve the scope of work with a standard of excellence, we have devised a sample janitorial checklist, which will be prepared for each facility common area to meet that locations specific cleaning requirements. This checklist ensures that all personnel are aware of the tasks that need to be completed that day. Once complete, a supervisor will inspect and sign off maintaining quality assurance. Please note that the sample janitorial checklists serve only as a guideline and may be modified to accommodate any changes made throughout the contract by Lewisville.

<b>City Hall &amp; Well House</b> 51,889 sq. ft.	Monday Hours: After 11:00pm	Tuesday-Friday Hours: After 5:00pm		
151 W Church St, Lewisville, TX 75057	<b>Special Instructions:</b> 1st & 3rd Monday each mo.			
<b>Staff:</b> 2 Custodians 1 Crew Leader 1 Supervisor	NO cleaning until after council meetings.			
<b>Equipment:</b> Dust mop   Wet mop, Bucket&Wringer   Johnny Mop & Caddy   Gloves   Duster   Wet Floor Sign Microfiber Towels   Vacuum Cleaner Upright & Backpack   Floor Buffer*				
<b>Chemicals:</b> Disinfectant   Sanitizer   Glass Cleaner  All Purpose   Furniture Polish   Graffiti Remover   Metal Polish   Spot Remover   Gum Remover				
<b>Supplies:</b> Liners (sm/med/lg)   Urinal Screens   Air Deodorizers   Toilet Seat Covers   Wax Liners   Toilet Paper   Hand Soap   Paper Towels				
CLEANING TASKS AND SCHEDULE	Daily	Weekly	Monthly	Quarterly
Sweep and damp mop all hard surface floors	X			
Vacuum all carpet areas, spot clean carpets	X			
Vacuum entrance Mats *with heavy-duty upright	X			
Remove trash and replace can liners	X			
Clean and disinfect restrooms	X			
Clean glass doors	X			
Clean lobby windows	X			
Clean furniture	X			
Clean and disinfect kitchen and eating areas	X			
Clean and disinfect water fountains	X			
Clean Glass cases		X		
Clean banisters, railings, and front kick plates		X		
Dust picture frames in common areas		X		
Dust and polish conference room tables and chairs		X		
Dust window blinds and ledges		X		
Clean and disinfect elevator doors and surfaces		X		
Spray buff VCT and concrete floors *			X	
Clean hard wood surfaces as per floor care				
Clean Ceiling Fans				
*Use Hawk Rotary 20" Floor Buffer				
Dust/Clean air vents				X
Dust hanging lights				X
Comments/Reports:				
Supervisor Signature/ Date				

<b>Annex &amp; Dispatch</b> 31,322 sq. ft.  1197 W Main St, Lewisville, TX 75067	Monday-Friday Hours: After 5:00pm	Dispatch Only Sat. & Sun. Hours: After 5:00pm		
<b>Staff:</b> 2 Custodian 1 Crew Leader 1 Supervisor		<b>Special Instructions:</b>		
<b>Equipment:</b> Dust mop   Wet mop, Bucket&Wringer   Johnny Mop & Caddy   Gloves   Duster   Wet Floor Sign Microfiber Towels   Vacuum Cleaner Upright & Backpack   Floor Buffer* <b>Chemicals:</b> Disinfectant   Sanitizer   Glass Cleaner   All Purpose   Furniture Polish   Graffiti Remover   Metal Polish   Spot Remover   Gum Remover <b>Supplies:</b> Liners (sm/med/lg)   Urinal Screens   Air Deoderizers   Tolet Seat Covers   Wax Liners   Toilet Paper   Hand Soap   Paper Towels				
CLEANING TASKS AND SCHEDULE	Daily	Weekly	Monthly	Quarterly
Sweep and damp mop all hard surface floors	x			
Vacuum all carpet areas, spot clean carpets	x			
Vacuum entrance Mats *with heavy-duty upright	x			
Remove trash and replace can liners	x			
Clean and disinfect restrooms	x			
Clean glass doors	x			
Clean lobby windows	x			
Clean furniture	x			
Clean and disinfect kitchen and eating areas	x			
Clean and disinfect water fountains	x			
Clean Glass cases				
Clean banisters, railings, and front kick plates		x		
Dust picture frames in common areas		x		
Dust and polish conference room tables and chairs		x		
Dust window blinds and ledges		x		
Clean and disinfect elevator doors and surfaces		x		
Spray buff VCT and concrete floors *			x	
Clean hard wood surfaces as per floor care				
Clean Ceiling Fans				
*Use Hawk Rotary 20" Floor Buffer				
Dust/Clean air vents				x
Dust hanging lights				x
Comments/Reports:				
Supervisor Signature/ Date				

<b>MCL Grand Theater</b> 21,358 sq. ft. 100 N Charles St, Lewisville, TX 75057		Monday- Friday Hours: After 11:00pm	Sat. & Sun. Hours: After 11:00pm		
<b>Staff:</b> 1 Custodian 1 Crew Leader 1 Supervisor		<b>Special Instructions:</b> Hours may vary due to performance schedules			
<b>Equipment:</b> Dust mop   Wet mop, Bucket&Wringer   Johnny Mop & Caddy   Gloves   Duster   Wet Floor Sign Microfiber Towels   Vacuum Cleaner Upright & Backpack   Floor Buffer* <b>Chemicals:</b> Disinfectant   Sanitizer   Glass Cleaner   All Purpose   Furniture Polish   Graffiti Remover   Metal Polish   Spot Remover   Gum Remover <b>Supplies:</b> Liners (sm/med/lg)   Urinal Screens   Air Deoderizers   Tolet Seat Covers   Wax Liners   Toilet Paper   Hand Soap   Paper Towels					
CLEANING TASKS AND SCHEDULE	Daily	Weekly	Monthly	Quarterly	
Sweep and damp mop all hard surface floors	x				
Vacuum all carpet areas, spot clean carpets	x				
Vacuum entrance Mats *with heavy-duty upright	x				
Remove trash and replace can liners	x				
Clean and disinfect restrooms	x				
Clean glass doors	x				
Clean lobby windows	x				
Clean furniture	x				
Clean and disinfect kitchen and eating areas	x				
Clean and disinfect water fountains	x				
Clean Glass cases		x			
Clean banisters, railings, and front kick plates					
Dust picture frames in common areas					
Dust and polish conference room tables and chairs					
Dust window blinds and ledges		x			
Clean and disinfect elevator doors and surfaces					
Spray buff VCT and concrete floors *			x		
Clean hard wood surfaces as per floor care			x		
Clean Ceiling Fans					
*Use Hawk Rotary 20" Floor Buffer					
Dust/Clean air vents				x	
Dust hanging lights				x	
Comments/Reports:					
Supervisor Signature/ Date					

<p align="center"><b>Library/Community Room</b> 72,000 sq. ft. 1197 W Main St, Lewisville, TX 75067</p>	Monday-Friday Hours: After 10:00pm	Sat.-Sun. Hours: After 10:00pm		
	<b>Special Instructions:</b>			
<b>Staff:</b> 3 Custodians 1 Crew Leader 1 Supervisor				
<p><b>Equipment:</b> Dust mop   Wet mop, Bucket&amp;Wringer   Johnny Mop &amp; Caddy   Gloves   Duster   Wet Floor Sign Microfiber Towels   Vacuum Cleaner Upright &amp; Backpack   Floor Buffer*</p> <p><b>Chemicals:</b> Disinfectant   Sanitizer   Glass Cleaner   All Purpose   Furniture Polish   Graffiti Remover   Metal Polish   Spot Remover   Gum Remover</p> <p><b>Supplies:</b> Liners (sm/med/lg)   Urinal Screens   Air Deoderizers   Tolet Seat Covers   Wax Liners   Toilet Paper   Hand Soap   Paper Towels</p>				
<b>CLEANING TASKS AND SCHEDULE</b>	<b>Daily</b>	<b>Weekly</b>	<b>Monthly</b>	<b>Quarterly</b>
Sweep and damp mop all hard surface floors	x			
Vacuum all carpet areas, spot clean carpets	x			
Vacuum entrance Mats *with heavy-duty upright	x			
Remove trash and replace can liners	x			
Clean and disinfect restrooms	x			
Clean glass doors	x			
Clean lobby windows	x			
Clean furniture	x			
Clean and disinfect kitchen and eating areas	x			
Clean and disinfect water fountains	x			
Clean Glass cases		x		
Clean banisters, railings, and front kick plates		x		
Dust picture frames in common areas		x		
Dust and polish conference room tables and chairs		x		
Dust window blinds and ledges		x		
Clean and disinfect elevator doors and surfaces		x		
Spray buff VCT and concrete floors *			x	
Clean hard wood surfaces as per floor care				
Clean Ceiling Fans				
*Use Hawk Rotary 20" Floor Buffer				
Dust/Clean air vents				x
Dust hanging lights				x
Comments/Reports:				
Supervisor Signature/ Date				

<b>Police Dept/Jail</b> 39,632 sq. ft.  1187 W Main St, Lewisville, TX 75067	Monday-Friday Hours: After 6:00pm	Jail Only Sat.-Sun. Hours: After 5:00pm		
<b>Staff:</b> 1 Custodians 1 Crew Leader 1 Supervisor		<b>Special Instructions:</b> If Jail cell is occupied, it is NOT to be cleaned.		
<b>Equipment:</b> Dust mop   Wet mop, Bucket&Wringer   Johnny Mop & Caddy   Gloves   Duster   Wet Floor Sign Microfiber Towels   Vacuum Cleaner Upright & Backpack   Floor Buffer* <b>Chemicals:</b> Disinfectant   Sanitizer   Glass Cleaner   All Purpose   Furniture Polish   Graffiti Remover   Metal Polish   Spot Remover   Gum Remover <b>Supplies:</b> Liners (sm/med/lg)   Urinal Screens   Air Deoderizers   Toilet Seat Covers   Wax Liners   Toilet Paper   Hand Soap   Paper Towels				
CLEANING TASKS AND SCHEDULE	Daily	Weekly	Monthly	Quarterly
Sweep and damp mop all hard surface floors	x			
Vacuum all carpet areas, spot clean carpets	x			
Vacuum entrance Mats *with heavy-duty upright	x			
Remove trash and replace can liners	x			
Clean and disinfect restrooms	x			
Clean glass doors	x			
Clean lobby windows	x			
Clean furniture	x			
Clean and disinfect kitchen and eating areas	x			
Clean and disinfect water fountains	x			
Clean Glass cases				
Clean banisters, railings, and front kick plates				
Dust picture frames in common areas				
Dust and polish conference room tables and chairs				
Dust window blinds and ledges				
Clean and disinfect elevator doors and surfaces				
Spray buff VCT and concrete floors *			x	
Clean hard wood surfaces as per floor care				
Clean Ceiling Fans				
*Use Hawk Rotary 20" Floor Buffer				
Dust/Clean air vents				x
Dust hanging lights				x
Comments/Reports:				
Supervisor Signature/ Date				

<b>Central Fire Admin</b> 3,715 sq. ft. 188 N Valley Pkwy, Lewisville, TX 75067	Monday-Friday Hours: After 5:00pm	End Hours: Complete by 11:00pm		
	<b>Special Instructions:</b>			
<b>Staff:</b> 1 Custodians 1 Crew Leader 1 Supervisor				
<b>Equipment:</b> Dust mop   Wet mop, Bucket&Wringer   Johnny Mop & Caddy   Gloves   Duster   Wet Floor Sign Microfiber Towels   Vacuum Cleaner Upright & Backpack   Floor Buffer* <b>Chemicals:</b> Disinfectant   Sanitizer   Glass Cleaner   All Purpose   Furniture Polish   Graffiti Remover   Metal Polish   Spot Remover   Gum Remover <b>Supplies:</b> Liners (sm/med/lg)   Urinal Screens   Air Deoderizers   Tolet Seat Covers   Wax Liners   Toilet Paper   Hand Soap   Paper Towels				
CLEANING TASKS AND SCHEDULE	Daily	Weekly	Monthly	Quarterly
Sweep and damp mop all hard surface floors	x			
Vacuum all carpet areas, spot clean carpets	x			
Vacuum entrance Mats *with heavy-duty upright	x			
Remove trash and replace can liners	x			
Clean and disinfect restrooms	x			
Clean glass doors	x			
Clean lobby windows	x			
Clean furniture	x			
Clean and disinfect kitchen and eating areas	x			
Clean and disinfect water fountains	x			
Clean Glass cases				
Clean banisters, railings, and front kick plates				
Dust picture frames in common areas				
Dust and polish conference room tables and chairs		x		
Dust window blinds and ledges				
Clean and disinfect elevator doors and surfaces				
Spray buff VCT and concrete floors *			x	
Clean hard wood surfaces as per floor care				
Clean Ceiling Fans				
*Use Hawk Rotary 20" Floor Buffer				
Dust/Clean air vents				x
Dust hanging lights				x
Comments/Reports:				
Supervisor Signature/ Date				

<p align="center"><b>Fred Herring Recreation</b> 29,990 sq. ft. 191 Civic Cir, Lewisville, TX 75067</p>	Monday-Friday Hours: After 10:00pm	Sat.-Sun. Hours: After 10:00pm		
	<p><b>Special Instructions:</b> Schedule may vary for special events.</p>			
<p><b>Staff:</b> 1 Custodians 1 Crew Leader 1 Supervisor</p>				
<p><b>Equipment:</b> Dust mop   Wet mop, Bucket&amp;Wringer   Johnny Mop &amp; Caddy   Gloves   Duster   Wet Floor Sign Microfiber Towels   Vacuum Cleaner Upright &amp; Backpack   Floor Buffer*</p>				
<p><b>Chemicals:</b> Disinfectant   Sanitizer   Glass Cleaner   All Purpose   Furniture Polish   Graffiti Remover   Metal Polish   Spot Remover   Gum Remover</p>				
<p><b>Supplies:</b> Liners (sm/med/lg)   Urinal Screens   Air Deoderizers   Tolet Seat Covers   Wax Liners   Toilet Paper   Hand Soap   Paper Towels</p>				
<b>CLEANING TASKS AND SCHEDULE</b>	<b>Daily</b>	<b>Weekly</b>	<b>Monthly</b>	<b>Quarterly</b>
Sweep and damp mop all hard surface floors	x			
Vacuum all carpet areas, spot clean carpets	x			
Vacuum entrance Mats *with heavy-duty upright	x			
Remove trash and replace can liners	x			
Clean and disinfect restrooms	x			
Clean glass doors	x			
Clean lobby windows	x			
Clean furniture	x			
Clean and disinfect kitchen and eating areas	x			
Clean and disinfect water fountains	x			
Clean Glass cases				
Clean banisters, railings, and front kick plates				
Dust picture frames in common areas				
Dust and polish conference room tables and chairs				
Dust window blinds and ledges				
Clean and disinfect elevator doors and surfaces				
Spray buff VCT and concrete floors *			x	
Clean hard wood surfaces as per floor care			x	
Clean Ceiling Fans			x	
*Use Hawk Rotary 20" Floor Buffer				
Dust/Clean air vents				x
Dust hanging lights				x
Comments/Reports:				
Supervisor Signature/ Date				

<b>Memorial Recreation/Senior Ctr.</b> 15,370 sq. ft./ 9,615 sq. ft. 1950 S Valley Pkwy, Lewisville, TX 75067	Rec. Center Mon-Sun: After 11:00pm	Senior Ctr Mon.-Sat.: After 8:00pm		
	<b>Special Instructions:</b>			
<b>Staff:</b> 1 Custodians 1 Crew Leader 1 Supervisor				
<b>Equipment:</b> Dust mop   Wet mop, Bucket&Wringer   Johnny Mop & Caddy   Gloves   Duster   Wet Floor Sign Microfiber Towels   Vacuum Cleaner Upright & Backpack   Floor Buffer*				
<b>Chemicals:</b> Disinfectant   Sanitizer   Glass Cleaner   All Purpose   Furniture Polish   Graffiti Remover   Metal Polish   Spot Remover   Gum Remover				
<b>Supplies:</b> Liners (sm/med/lg)   Urinal Screens   Air Deoderizers   Tolet Seat Covers   Wax Liners   Toilet Paper   Hand Soap   Paper Towels				
<b>CLEANING TASKS AND SCHEDULE</b>	<b>Daily</b>	<b>Weekly</b>	<b>Monthly</b>	<b>Quarterly</b>
Sweep and damp mop all hard surface floors	x			
Vacuum all carpet areas, spot clean carpets	x			
Vacuum entrance Mats *with heavy-duty upright	x			
Remove trash and replace can liners	x			
Clean and disinfect restrooms	x			
Clean glass doors	x			
Clean lobby windows	x			
Clean furniture	x			
Clean and disinfect kitchen and eating areas	x			
Clean and disinfect water fountains	x			
Clean Glass cases				
Clean banisters, railings, and front kick plates				
Dust picture frames in common areas				
Dust and polish conference room tables and chairs				
Dust window blinds and ledges				
Clean and disinfect elevator doors and surfaces				
Spray buff VCT and concrete floors *			x	
Clean hard wood surfaces as per floor care				
Clean Ceiling Fans			x	
*Use Hawk Rotary 20" Floor Buffer				
Dust/Clean air vents				x
Dust hanging lights				x
Comments/Reports:				
Supervisor Signature/ Date				

<b>Hedrick House</b> 4,408 sq. ft. 191 Civic Cir, Lewisville, TX 75067	Monday Hours: After 10:00pm	Thurs. - Sun. Hours: After 10:00pm		
	<b>Special Instructions:</b> Must be checked daily for cleaning due to "as rented"			
<b>Staff:</b> 1 Custodians 1 Crew Leader 1 Supervisor				
<b>Equipment:</b> Dust mop   Wet mop, Bucket&Wringer   Johnny Mop & Caddy   Gloves   Duster   Wet Floor Sign Microfiber Towels   Vacuum Cleaner Upright & Backpack   Floor Buffer* <b>Chemicals:</b> Disinfectant   Sanitizer   Glass Cleaner   All Purpose   Furniture Polish   Graffiti Remover   Metal Polish   Spot Remover   Gum Remover <b>Supplies:</b> Liners (sm/med/lg)   Urinal Screens   Air Deoderizers   Tolet Seat Covers   Wax Liners   Toilet Paper   Hand Soap   Paper Towels				
<b>CLEANING TASKS AND SCHEDULE</b>	<b>Daily</b>	<b>Weekly</b>	<b>Monthly</b>	<b>Quarterly</b>
Sweep and damp mop all hard surface floors	x			
Vacuum all carpet areas, spot clean carpets	x			
Vacuum entrance Mats *with heavy-duty upright	x			
Remove trash and replace can liners	x			
Clean and disinfect restrooms	x			
Clean glass doors	x			
Clean lobby windows	x			
Clean furniture	x			
Clean and disinfect kitchen and eating areas	x			
Clean and disinfect water fountains	x			
Clean Glass cases				
Clean banisters, railings, and front kick plates				
Dust picture frames in common areas				
Dust and polish conference room tables and chairs				
Dust window blinds and ledges				
Clean and disinfect elevator doors and surfaces				
Spray buff VCT and concrete floors *			x	
Clean hard wood surfaces as per floor care			x	
Clean Ceiling Fans				
*Use Hawk Rotary 20" Floor Buffer				
Dust/Clean air vents				x
Dust hanging lights				x
Comments/Reports:				
Supervisor Signature/ Date				

<b>Kealy Ops Bldg.</b> 19,084 sq. ft. 1100 N Kealy Ave, Lewisville, TX 75057	Monday-Friday Hours: After 5:00pm	Sat.-Sun. Hours:		
<b>Staff:</b> 1 Custodians 1 Crew Leader 1 Supervisor		<b>Special Instructions:</b>		
<b>Equipment:</b> Dust mop   Wet mop, Bucket&Wringer   Johnny Mop & Caddy   Gloves   Duster   Wet Floor Sign Microfiber Towels   Vacuum Cleaner Upright & Backpack   Floor Buffer* <b>Chemicals:</b> Disinfectant   Sanitizer   Glass Cleaner   All Purpose   Furniture Polish   Graffiti Remover   Metal Polish   Spot Remover   Gum Remover <b>Supplies:</b> Liners (sm/med/lg)   Urinal Screens   Air Deoderizers   Tolet Seat Covers   Wax Liners   Toilet Paper   Hand Soap   Paper Towels				
CLEANING TASKS AND SCHEDULE	Daily	Weekly	Monthly	Quarterly
Sweep and damp mop all hard surface floors	x			
Vacuum all carpet areas, spot clean carpets	x			
Vacuum entrance Mats *with heavy-duty upright	x			
Remove trash and replace can liners	x			
Clean and disinfect restrooms	x			
Clean glass doors	x			
Clean lobby windows	x			
Clean furniture	x			
Clean and disinfect kitchen and eating areas	x			
Clean and disinfect water fountains	x			
Clean Glass cases				
Clean banisters, railings, and front kick plates				
Dust picture frames in common areas				
Dust and polish conference room tables and chairs			x	
Dust window blinds and ledges			x	
Clean and disinfect elevator doors and surfaces				
Spray buff VCT and concrete floors *			x	
Clean hard wood surfaces as per floor care				
Clean Ceiling Fans				
*Use Hawk Rotary 20" Floor Buffer				
Dust/Clean air vents				x
Dust hanging lights				x
Comments/Reports:				
Supervisor Signature/ Date				

<b>Park Operations</b> 4,900 sq. ft. 325 Sewage Treatment Plant Rd, Lewisville, TX 75057	Monday -Friday Hours: After 5:00pm	Sat. - Sun. Hours:		
<b>Staff:</b> 1 Custodians 1 Crew Leader 1 Supervisor		<b>Special Instructions:</b>		
<b>Equipment:</b> Dust mop   Wet mop, Bucket&Wringer   Johnny Mop & Caddy   Gloves   Duster   Wet Floor Sign Microfiber Towels   Vacuum Cleaner Upright & Backpack   Floor Buffer* <b>Chemicals:</b> Disinfectant   Sanitizer   Glass Cleaner   All Purpose   Furniture Polish   Graffiti Remover   Metal Polish   Spot Remover   Gum Remover <b>Supplies:</b> Liners (sm/med/lg)   Urinal Screens   Air Deoderizers   Tolet Seat Covers   Wax Liners   Toilet Paper   Hand Soap   Paper Towels				
CLEANING TASKS AND SCHEDULE	Daily	Weekly	Monthly	Quarterly
Sweep and damp mop all hard surface floors	x			
Vacuum all carpet areas, spot clean carpets	x			
Vacuum entrance Mats *with heavy-duty upright	x			
Remove trash and replace can liners	x			
Clean and disinfect restrooms	x			
Clean glass doors	x			
Clean lobby windows	x			
Clean furniture	x			
Clean and disinfect kitchen and eating areas	x			
Clean and disinfect water fountains	x			
Clean Glass cases				
Clean banisters, railings, and front kick plates				
Dust picture frames in common areas				
Dust and polish conference room tables and chairs				
Dust window blinds and ledges				
Clean and disinfect elevator doors and surfaces				
Spray buff VCT and concrete floors *			x	
Clean hard wood surfaces as per floor care				
Clean Ceiling Fans				
*Use Hawk Rotary 20" Floor Buffer				
Dust/Clean air vents				x
Dust hanging lights				x
Comments/Reports:				
Supervisor Signature/ Date				

<b>Animal Shelter</b> 6,275 sq. ft. 995 Valley Ridge Blvd, Lewisville, TX 75077	Monday -Friday Hours: After 9:00pm	Sat. - Sun. Hours:		
<b>Staff:</b> 1 Custodians 1 Crew Leader 1 Supervisor		<b>Special Instructions:</b>		
<b>Equipment:</b> Dust mop   Wet mop, Bucket&Wringer   Johnny Mop & Caddy   Gloves   Duster   Wet Floor Sign Microfiber Towels   Vacuum Cleaner Upright & Backpack   Floor Buffer* <b>Chemicals:</b> Disinfectant   Sanitizer   Glass Cleaner   All Purpose   Furniture Polish   Graffiti Remover   Metal Polish   Spot Remover   Gum Remover <b>Supplies:</b> Liners (sm/med/lg)   Urinal Screens   Air Deoderizers   Tolet Seat Covers   Wax Liners   Toilet Paper   Hand Soap   Paper Towels				
CLEANING TASKS AND SCHEDULE	Daily	Weekly	Monthly	Quarterly
Sweep and damp mop all hard surface floors	x			
Vacuum all carpet areas, spot clean carpets	x			
Vacuum entrance Mats *with heavy-duty upright	x			
Remove trash and replace can liners	x			
Clean and disinfect restrooms	x			
Clean glass doors	x			
Clean lobby windows	x			
Clean furniture	x			
Clean and disinfect kitchen and eating areas	x			
Clean and disinfect water fountains	x			
Clean Glass cases				
Clean banisters, railings, and front kick plates				
Dust picture frames in common areas				
Dust and polish conference room tables and chairs				
Dust window blinds and ledges				
Clean and disinfect elevator doors and surfaces				
Spray buff VCT and concrete floors *			x	
Clean hard wood surfaces as per floor care				
Clean Ceiling Fans				
*Use Hawk Rotary 20" Floor Buffer				
Dust/Clean air vents				x
Dust hanging lights				x
Comments/Reports:				
Supervisor Signature/ Date				

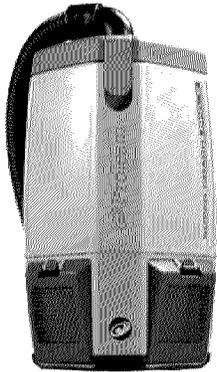
<b>Wellness Shelter</b> 1,160 sq. ft. 2785 Rockbrook Dr, Lewisville, TX 75067	Mon/Wed/Fri Hours: After 5:00pm	Tues. & Thurs. Hours: After 7:00pm		
	<b>Special Instructions:</b>			
<b>Staff:</b> 1 Custodians 1 Crew Leader 1 Supervisor				
<b>Equipment:</b> Dust mop   Wet mop, Bucket&Wringer   Johnny Mop & Caddy   Gloves   Duster   Wet Floor Sign Microfiber Towels   Vacuum Cleaner Upright & Backpack   Floor Buffer* <b>Chemicals:</b> Disinfectant   Sanitizer   Glass Cleaner   All Purpose   Furniture Polish   Graffiti Remover   Metal Polish   Spot Remover   Gum Remover <b>Supplies:</b> Liners (sm/med/lg)   Urinal Screens   Air Deoderizers   Tolet Seat Covers   Wax Liners   Toilet Paper   Hand Soap   Paper Towels				
CLEANING TASKS AND SCHEDULE	Daily	Weekly	Monthly	Quarterly
Sweep and damp mop all hard surface floors	x			
Vacuum all carpet areas, spot clean carpets	x			
Vacuum entrance Mats *with heavy-duty upright	x			
Remove trash and replace can liners	x			
Clean and disinfect restrooms	x			
Clean glass doors	x			
Clean lobby windows	x			
Clean furniture	x			
Clean and disinfect kitchen and eating areas	x			
Clean and disinfect water fountains	x			
Clean Glass cases				
Clean banisters, railings, and front kick plates				
Dust picture frames in common areas			x	
Dust and polish conference room tables and chairs			x	
Dust window blinds and ledges			x	
Clean and disinfect elevator doors and surfaces				
Spray buff VCT and concrete floors *			x	
Clean hard wood surfaces as per floor care				
Clean Ceiling Fans				
*Use Hawk Rotary 20" Floor Buffer				
Dust/Clean air vents				x
Dust hanging lights				x
Comments/Reports:				
Supervisor Signature/ Date				

<b>VCB Bank</b> 3,094 sq. ft. 191 W Main St, Lewisville, TX 75057	Mon-Fri Hours: After 5:00pm	Sat. - Sun. Hours:		
	<b>Special Instructions:</b>			
<b>Staff:</b> 1 Custodians 1 Crew Leader 1 Supervisor				
<b>Equipment:</b> Dust mop   Wet mop, Bucket&Wringer   Johnny Mop & Caddy   Gloves   Duster   Wet Floor Sign Microfiber Towels   Vacuum Cleaner Upright & Backpack   Floor Buffer*				
<b>Chemicals:</b> Disinfectant   Sanitizer   Glass Cleaner   All Purpose   Furniture Polish   Graffiti Remover   Metal Polish   Spot Remover   Gum Remover				
<b>Supplies:</b> Liners (sm/med/lg)   Urinal Screens   Air Deoderizers   Tolet Seat Covers   Wax Liners   Toilet Paper   Hand Soap   Paper Towels				
CLEANING TASKS AND SCHEDULE	Daily	Weekly	Monthly	Quarterly
Sweep and damp mop all hard surface floors	x			
Vacuum all carpet areas, spot clean carpets	x			
Vacuum entrance Mats *with heavy-duty upright	x			
Remove trash and replace can liners	x			
Clean and disinfect restrooms	x			
Clean glass doors	x			
Clean lobby windows	x			
Clean furniture	x			
Clean and disinfect kitchen and eating areas	x			
Clean and disinfect water fountains	x			
Clean Glass cases				
Clean banisters, railings, and front kick plates				
Dust picture frames in common areas			x	
Dust and polish conference room tables and chairs			x	
Dust window blinds and ledges			x	
Clean and disinfect elevator doors and surfaces				
Spray buff VCT and concrete floors *			x	
Clean hard wood surfaces as per floor care			x	
Clean Ceiling Fans				
*Use Hawk Rotary 20" Floor Buffer				
Dust/Clean air vents				x
Dust hanging lights				x
Comments/Reports:				
Supervisor Signature/ Date				

<b>Firing Range</b> 5,011 sq. ft. Sewage Treatment Plant Rd, Lewisville, TX 75057	Tues. & Fri. Hours: After 5:00pm		Sat. - Sun. Hours:	
	<b>Special Instructions:</b> Cleaning Schedule may vary week to week			
<b>Staff:</b> 1 Custodians 1 Crew Leader 1 Supervisor				
<b>Equipment:</b> Dust mop   Wet mop, Bucket&Wringer   Johnny Mop & Caddy   Gloves   Duster   Wet Floor Sign Microfiber Towels   Vacuum Cleaner Upright & Backpack   Floor Buffer* <b>Chemicals:</b> Disinfectant   Sanitizer   Glass Cleaner   All Purpose   Furniture Polish   Graffiti Remover   Metal Polish   Spot Remover   Gum Remover <b>Supplies:</b> Liners (sm/med/lg)   Urinal Screens   Air Deoderizers   Tolet Seat Covers   Wax Liners   Toilet Paper   Hand Soap   Paper Towels				
CLEANING TASKS AND SCHEDULE	Daily	Weekly	Monthly	Quarterly
Sweep and damp mop all hard surface floors	x			
Vacuum all carpet areas, spot clean carpets	x			
Vacuum entrance Mats *with heavy-duty upright	x			
Remove trash and replace can liners	x			
Clean and disinfect restrooms	x			
Clean glass doors	x			
Clean lobby windows	x			
Clean furniture	x			
Clean and disinfect kitchen and eating areas	x			
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Clean Glass cases				
Clean banisters, railings, and front kick plates				
Dust picture frames in common areas				
Dust and polish conference room tables and chairs			x	
Dust window blinds and ledges			x	
Clean and disinfect elevator doors and surfaces				
Spray buff VCT and concrete floors *			x	
Clean hard wood surfaces as per floor care				
Clean Ceiling Fans				
*Use Hawk Rotary 20" Floor Buffer				
Dust/Clean air vents				x
Dust hanging lights				x
Comments/Reports:				
Supervisor Signature/ Date				

## Equipment Schedule

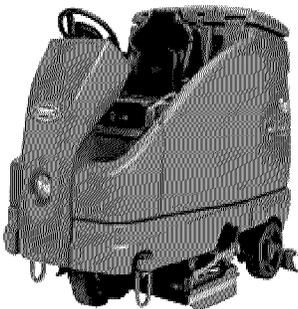
Listed below are some of these equipment lines we carry. Please understand that this is just presenting some of the equipment we carry may not necessarily be used on this project. We intend to use the most cost efficient environmentally responsible products, for the Lewisville Buildings.



The Proteam SuperCoach Backpack is the next generation in cleaning comfort. Ergonomic backpack design with patent pending FlexFit™ articulating harness increases range of motion, reduces fatigue, and improves productivity. New triangular shape fits closer to the body and moves with the user, reducing the chance of bumping into doorways, walls, or furniture. The die-cast aluminum tri-latch system assures air performance. Four Level Filtration w/HEPA captures 99.97 percent of particulates 0.3 microns or larger, including fine carbon dust from the motor, for improved IAQ. Due to the angle of rear exhaust filters, the unit will not disturb papers on desks as it passes



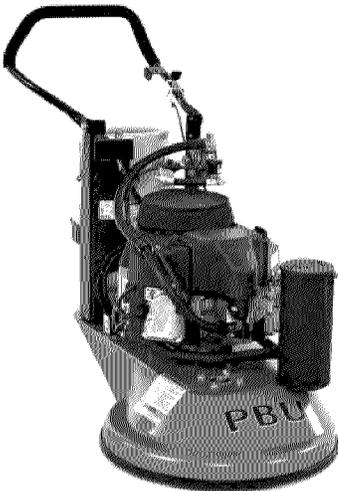
Advance's rugged, low-maintenance SC750™ scrubbers deliver incredible value on a walk-behind platform. High productivity per tankful allows for 84 minutes of continuous scrubbing, which reduces dump/refill cycles and helps provide fast ROI. The optional EcoFlex™ System offers the flexibility to clean across the entire cleaning spectrum from green to clean. At the touch of a button one can switch from chemical free cleaning to using an ultra-low dilution ratio, and of course detergent can be used at full strength for the toughest of soils. The burst of power feature lets you easily apply more pressure, more solution and more detergent at the touch of a single button. With the flexibility to easily apply the right scrubbing performance for the job, you'll use less detergent, minimize water use and save on cleaning costs.



T16 Battery Powered Ride Scrubber: Break-Away Rear Squeegee - Prevent costly squeegee damage and protect your facility. Brushless AC Motor Extend component life and reduce maintenance costs with the AC brushless propelling motor. Touch-n-Go™ Controls - Designed to simplify training, and reduce re-work with intuitive, easy-to-understand controls. ES® (Extended Scrubbing) Technology - Increase productivity by scrubbing floors using 66% less chemicals than traditional cleaning methods with Extended Scrubbing technology.



Power and versatility are combined with innovation in the ProGuard 20 Wet/Dry Vacuum. The unique variable wheel pattern allows for increased maneuverability and improved productivity while offering the performance, filtration and durability you expect from a ProTeam vacuum.



The new Advance PBU Series propane-powered burnishers are loaded with performance features to make your floors shine in less time. The PBU series provides the fastest high-gloss burnishing available. The Advance PBU 21 has a 21-inch (53 cm) pad size and can burnish up to 25,000 square feet (2,322 m<sup>2</sup>) per hour, while the PBU 27 model offers a larger 27-inch (68 cm) pad capable of burnishing up to 33,000 square feet (3,066 m<sup>2</sup>) per hour. Simple controls ensure your operators won't be slowed down with machine adjustments — just start it and go.

Powerful 603cc Twin-V engines provide the torque to drive the pad at a high rpm that produces a sparkling shine. Select models offer catalytic mufflers, a heavy-duty felt seal on the shroud that provides the best dust control on the market and Carb Gard™, a device that shuts off the engine if it detects harmful emissions.



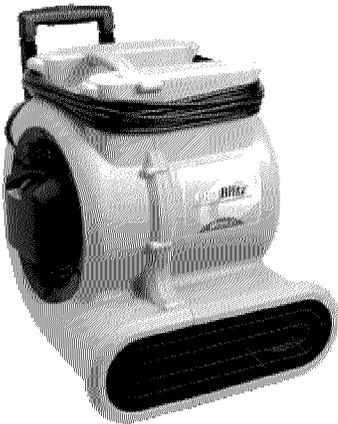
An ergonomic molded handle protects hands while operating along walls and around corners. A red safety lock switch prevents accidental start ups. A compression style lever easily adjusts handle height. Pad holders are standard. The yellow, super-flex cord handles easily and reduces tangling. A clear plastic hospital plug allows the operator to verify electrical integrity at each use of the machine.

At 1.5 hp, 175 rpm, the Pacesetter HD is available in 17- and 20-inch sizes. A triple-planetary gear design lasts longer than other gear drives because they do not develop a wear pattern. A sealed gearbox requires no maintenance.

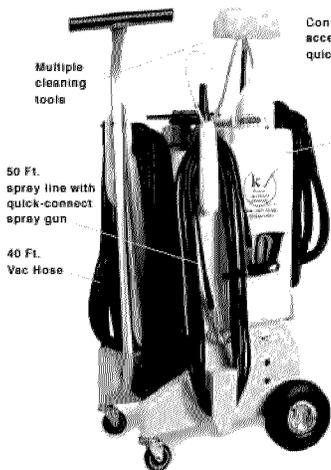
Also available the Pacesetter 20SD – a super duty 20-inch floor machine. For extreme duty, the 1.75 hp, 175 rpm machine also has the triple-planetary gear design for longer wear.



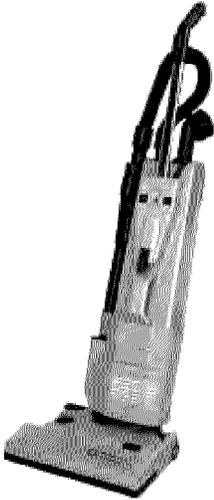
Hawk Rotary 20" floor buffer has a heavy-duty, all-steel, triple-planetary gearbox offers smoother operation than single-gear machines. It's ideal for stripping wax floors, low speed buffing/polishing, scrubbing tile and other hard surfaces, or even cleaning carpets using a shampoo brush or carpet bonnet. Users will appreciate the solid performance of this extremely well-built floor machine which features all steel construction and a welded frame for rugged, reliable performance. Variable position positive lock handle and comfort-style vinyl handle grips add operator comfort and safety.



ProBlitz XP Air Mover - The telescoping handle and soft ride wheels on the ProBlitz XP AirMover allow for easy transport and storage, making it ideal for small operations to large disaster or restoration projects. With 3 fan speeds and 3 operating positions, the ProBlitz XP AirMover tackles every air circulation requirement with ease.

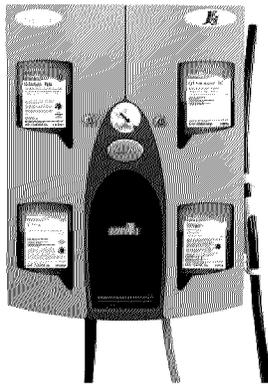


Kaivac No-Touch Cleaning System which has been confirmed as a Sanitizing Device (EPA Est. No. 71665-OH-2) by an independent EPA-certified lab when used as directed - without chemicals because they reduce more than 99.9% of targeted microbes on a surface. Bypassing the normal chemical injection process has enabled Kaivac to develop a new high speed chemical-free approach to sanitizing a restroom. This patent-pending method is 30-50% faster than the already fast chemical-assist mode, while simplifying operation and delivering outstanding cleaning results.



The innovative design of the Advance Spectrum 15D Upright Vacuum power head creates a seal with the carpet surface to agitate and capture dirt and dust that other vacuums miss. This design has earned the Carpet & Rug Institute (CRI) Seal of Approval, meeting the industry's latest pickup and filtration standards for vacuum performance. Spectrum's superior filtration is due to a three-stage filtration system, which includes a certified H.E.P.A. filter, and delivers superior indoor air quality that operators and building occupants are sure to appreciate.

Chemical Dilution Control Machines



By using chemical dilution control machines we reduce the amount of packaging required as all chemical bottles are smaller and in concentrated form. Dilution control machines also reduce the impact on waterways as it guarantees the appropriate amount of chemicals is dispensed and proper chemical disposal guidelines are followed. It is also a known fact that pouring chemicals from a large gallon bottle increases the risk of spillage, chemical waste, and improper chemical dilution ratios. Chemical dilution control machines are compact and easily mounted on the wall with two screws.



Benefits of Peroxide Cleaners

- Eco Friendly!
- Versatile for use throughout your facility, cleans glass, floors, and restrooms.
- Effective against Pseudomonas aeruginosa, Staphylococcus aureus.
- Hospital disinfectant and virucidal against HIV-1 (AIDS virus) and Influenza A.
- Kills MRSA, VRE, and Hepatitis B virus.
- Neutral pH will not discolor or tarnish sensitive surface substrates like competitive products.



## FINAL WORDS

It has been our mission to build an environmentally and ethically responsible business since our inception. We strive to provide our clients with exceptional janitorial services using state-of-the-art equipment. Our company is in the business of empowering the people in our community, we believe in promoting internally by providing employees with job skills, training and the ability to grow. By continuing to grow and build our clientele, we continue our mission of environmental and ethical responsibility while employing more people who are in need jobs during these tough times.

It has been a privilege to be able to provide our technical proposal for Lewisville Texas. If awarded this contract, we promise to follow the technical and management approaches outlined within this proposal and maintain above industry standard cleaning practices.

In closing, I would like to sincerely thank Lewisville Texas for allowing us to take part in this opportunity.

Sincerely yours,



Jessica Bourdon | Facility Service Group, LLC  
Director of Sales – Government Contracting  
O: 855-274-2220 X7010  
E: [jbourdon@fsgcorp.us](mailto:jbourdon@fsgcorp.us)  
W: [www.fsgcorp.us](http://www.fsgcorp.us)

## **APPENDIX**

**References**

**Questionnaire Form**

**W9**

**Insurance**

**Business License/Good Standing**

Custodial Services RFP #16-43-A

City of Lewisville

## QUESTIONNAIRE/REQUIREMENTS FOR CUSTORIAL SERVICES

In addition to the written proposal that demonstrates the Offeror's understanding of the RFP, each Offeror shall also provide the following information. Brochures and advertisements will not be accepted as a direct response to this questionnaire. A qualifying proposal must address all items. Incomplete proposals may be rejected.

1) Describe your firm's qualifications to provide the services specified in this RFP. Provide the firm's vision and mission statements, and key services offered. Include a description of your firm's commitment to environmental responsibility and sustainability.

Discussed throughout proposal.

2) What are your firm's professional affiliations and accreditations? Does your firm have any third party certifications regarding environmental responsibility commitments?

Please refer to Green Cleaning, page 13

3) Has your company or officers that are involved within the organization, either presently or within the past 5 years, been involved in any legal litigation, judgments, claims, arbitration proceedings, suits, bankruptcy, or reorganization for any reason? If so, please provide dates and resolution.

No.

4) Has your organization ever failed to complete any work awarded? Or, after your organization has been awarded a contract, have you had any contracts terminated early and why?

No.

5) What will be the mode of communication between onsite staff, shift leads, management and City of Lewisville staff?

Please refer to Communications, starting page 18

6) What will the corrective action procedure be to ensure that problems are solved quickly and not repeated?

Please refer to section Account Management (page 18-22), Standard Operating Procedures (page 24) Project Understanding (starting page 30)

7) Describe your firm's established "proactive" Quality Control program that you will be providing to the City that ensures a high level of performance is maintained on a consistent basis. Include any examples of forms currently being utilized and their particular function/use.

Please refer to sections Account Management (starting page 18) and Project Understanding (starting page 30)

8) Will the account supervisor assigned to the City be responsible for other accounts? No.

9) How will your organization handle shortages in staffing levels as a result of vacations, illness, terminations, etc.? Note: Background checks must comply with city requirements.

Please refer to Employee Recruitment (page 11) and Work Plan (starting page 31)

Custodial Services RFP #16-43-A

City of Lewisville

10) How does your company recruit employees? How many full time employees does your company employ? How many part time employees does your company employ? Regarding all employees within your organization, how many are located in the DFW area? Do you provide benefits to all employees?

Please refer to Employee Recruitment (page 11)

11) Include a summary of your firm's training and injury/illness prevention and safety programs.

Please refer to Employee training (page 12)

12) Is your firm planning to subcontract portions of the work? Yes  No . If yes, indicate the name of the subcontractor(s) and the portion of the work that will be subcontracted in each case.

13) Provide a detailed list of the equipment that will be used to complete the requirements of this contract.

Please refer to Equipment Schedule (page 51)

14) What chemicals will be used in the course of cleaning? Please provide a detailed list of the products and their purpose. Are products Green Seal certified?

Please refer to page 54

15) Discuss your company's experience with handling recycled materials in facilities with recycling programs for paper, plastic, cardboard, metal beverage containers, etc. What training do you provide to your employees to ensure recyclables collected are kept separate from trash?

Please refer to Environmental responsibility Policy (starting page 13)

16) Provide detailed description of services your company has supplied to entities that involve cleaning of:

Please refer to Government Industry Experience (page 8)

- a) Municipal Government Entities
- b) Jails
- c) High Security Areas

17) Provide a copy of your company's certificate of insurance, crime bond and W-9.

Attached

18) List three references on page three of this questionnaire.

Attached

19) Page four of this questionnaire is to simplify the work plan for The City of Lewisville. Regarding monthly cleaning services, please include estimated hours for custodial services per building, number of estimated staff that will be on site per building, and estimated time of day staff will provide this service.

Attached

Custodial Services RFP #16-43-A

City of Lewisville

### References – Vendor Work History

Provide three contracts similar in size, complexity and type during the past five years that your company has been awarded. Example: Municipalities, libraries, high security areas and high traffic public facilities.

- 1) Client Name: Mesa County Colorado - Contract #3929-14-NJ  
 Contact Name: Federico Vargas  
 Phone Number: 970-986-0097  
 Email Address: Federico.vargas@mesacounty.us  
 Date of Services: 12/15/2014 - current  
 Description of service provided: Please see attached reference sheet due to space provided  


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- 2) Client Name: WeWork Offices  
 Contact Name: Ben A Taddeo  
 Phone Number: 631-902-2846  
 Email Address: Ben@CMBcorp.net  
 Date of Services: 10/01/2014 - Current  
 Description of service provided: Please see attached reference sheet  


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- 3) Client Name: State of Colorado - Contract #AADA-2015000208  
 Contact Name: Gerald Nelson  
 Phone Number: 970-248-7180  
 Email Address: FGerald.Nelson@mesacounty.us  
 Date of Services: 7/01/2015 - Current  
 Description of service provided: Please see attached reference sheet  


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The City reserves the right to contact any customer you have provided services to in order to document the quality of services provided.

Custodial Services RFP #16-43-A

City of Lewisville

<b>Work Plan</b>				
<b>Show proposed work schedule to perform this contract.</b>				
	Number of days per week to clean:	Number of estimated hours to clean facility per day:	Number of custodial staff that will be on site to clean per day:	Estimated time of day cleaning:
1. City Hall & Well House	5	8.80	1.47	6pm except Mon 11:30pm
2. Municipal Annex (5) Dispatch (7)	5 or 7	5.97	1	6:00 pm
3. MCL Grand Theatre	7	4.75	0.79	1:00 am
4. Library/Community Room	7	12.00	2.00	10:30pm
5. Police Department	5	5.73	0.96	8:30pm
6. PD Jail	7	3.95	0.66	8:00pm
7. Central Fire Administration	5	1.86	0.31	6:30 pm
8. Fred Herring Recreation Center	7	5.71	0.95	10:30 pm
9. Memorial Park Rec. Center	7	3.42	0.57	11:30 pm
10. Memorial Park Senior Center	6	2.75	0.46	9:00 pm
11. Hedrick House	5	2.20	0.37	5:00 am
12. Kealy Operations Building	5	4.24	0.71	5:30 pm
13. Park Maintenance Shop	5	2.45	0.41	5:30 pm
13. Animal Shelter & Adoption	5	3.13	0.52	9:30 pm
15. Wellness Center	5	1.16	0.19	7:30 pm
16. VCB Bank Bldg.	5	1.55	0.26	5:30 pm
17. Public Service Training Facility	2	2.51	0.42	5:30 pm
18. CrossFit Facility (Workout Room)	2	1.50	0.25	10:30 pm

\*\* The number of custodial staff is the MINIMUM required staff needed to complete cleaning on a 6 hours shift. Please refer to our Work plan for a more detailed staffing plan and our team cleaning plan. No employee will be in any building alone, we will always have a team of at least 2 or more. Total estimated cleaning staff is 12.

**Mesa County Contract # 3929-14-NJ****Address: 215 Rice St. Grand Junction, CO 81503****Contact: Federico Vargas****Phone: 970-986-0097****Email: [Federico.vargas@mesacounty.us](mailto:Federico.vargas@mesacounty.us)****Description: 3 year contract terms. Day porter and Night cleaning services of county public buildings.****Project work includes strip and wax, carpet extraction. Consumables, chemicals, and equipment provided by FSG****Size: 243,217 Square feet****Contract amount: \$276,000.00 annual****Start: 12/15/2014 End: Still Current****WeWork Office Buildings****Address: 200 Oak Drive Suite 201 Syosset, NY 11791****Contact: Ben A. Taddeo****Phone: 631-902-2846****Email: [ben@cbmcorp.net](mailto:ben@cbmcorp.net)****Description: Full Janitorial Services for multiple We Work locations throughout the USA including:**

- **San Francisco, CA: 1161 Mission St.**
- **San Francisco, CA: 535 Mission St.**
- **San Francisco, CA: 156 Street**
- **San Francisco, CA: 25 Taylor St**
- **Santa Monica, CA: 520 Broadway**
- **Santa Monica, CA: 312 Arizona Ave**
- **Berkeley, CA: 2120 University Ave**
- **Los Angeles, CA: 7083 Hollywood Blvd**
- **Austin, TX: 600 Congress Ave**
- **Seattle, WA: 500 Yale Ave N.**
- **Seattle, WA: 107 Spring St.**

**Building Sizes vary: 50,000 - 300,000+ sq. ft.****Contract amount: \$2.4 million****State of Colorado Contract # AADA-2015000208****Address: 222 South 6<sup>th</sup> St Suite 116 Grand Junction, CO 81501****Contact: Gerald Nelson****Phone: 970-248-7180****Email: [Gerald.Nelson@mesacounty.us](mailto:Gerald.Nelson@mesacounty.us)****Description: 3 year contract terms. Nightly Janitorial Services and Day Porter Services for Grand Junction****Admin building. Consumables, chemicals, and equipment provided by FSG****Size: 52,060 Square feet****Contract amount: \$49,182.30 annual****Start: 7/1/2015 End: Still Current**



**Port of San Francisco Contract # FA38895**

**Address: Pier 1 San Francisco, CA 94111**

**Contact: Boris Delepine**

**Phone: 415-274- 0443**

**Email: [Boris.Delepine@SFport.com](mailto:Boris.Delepine@SFport.com)**

**Description: 3 year contract term. Nightly Janitorial Services, twice daily cleaning of park public restrooms, day porter services of pier public buildings. Project work includes bi-annual window washing, bi-annual carpet care, annual strip and wax. Consumables, chemicals, and equipment provided by FSG.**

**Size: 257,000 Square feet**

**Contract amount: \$264,635.00 annual**

**Start: 08/01/2015 End: Still Current**

**Aegis Maintenance, Inc**

**Address: 10170 W Tropicana Ave #156-132 Las Vegas, NV 89147**

**Contact: Adam Eritsyan**

**Phone: 310-499-3992**

**Email: [adam@aegismaintenance.com](mailto:adam@aegismaintenance.com)**

**Sub Contract – Janitorial Services in various states including California, Nevada, Utah, Texas, Washington and Oregon. Tasks vary in Floor care – hard floors and carpets.**

**Size: 900,000 square feet**

**Contract amount: \$1.6 million**

**Duration: 6 years**

**Clark County Nevada – Doc Pearson Center Contract #603852-15 (newly acquired)**

**Address: 500 S. Grand Central Way, Las Vegas, NV 89155**

**Contact: Deon Ford**

**Phone: 702-455-6288**

**Email: [Deon.Ford@clarkcountynv.gov](mailto:Deon.Ford@clarkcountynv.gov)**

**Description: Nightly janitorial services. Project work includes strip/wax, carpet extraction, window washing. Consumables, Chemicals, and equipment provided by FSG.**

**Size: 28,130 square feet**

**Contract amount: \$28,601.00 annual**

**Duration: New contract, 1 year terms**

**Nueces County Department of Public Works Contract # 2969-14**

**Address: 901 Leopard Room 103 Corpus Christi, TX 78401**

**Contact: Annette L Mouttet**

**Phone: 361-888-0485**

**Email: [Annette.mouttet@co.nueces.tx.us](mailto:Annette.mouttet@co.nueces.tx.us)**

**Description: 1 year contract terms. Nightly janitorial services for Public Works buildings and county Court House. Project work included Strip and Wax, floor buffing, carpet extraction, window washing. Consumables, chemicals and equipment provided by FSG.**

**Size: 248,343 Square feet**

**Contract amount: \$200,748.00 annual**

**Start: 11/1/2014 End: 2/30/2016**



**Las Vegas Convention Center Contract # 154262-CG**

**Address: 3150 Paradise Road Las Vegas, NV 89109**

**Contact: Christine Grommons**

**Phone: 702-892-0711**

**Email: cgrommons@lvca.com**

**Description: Janitorial Services and event cleaning.**

**Size: 4.6 million square feet**

**Duration: 1 year**

**RECENTLY AWARDED CONTRACTS:**

**Town of Gilbert, Arizona Contract #2016-1102-0226**

**Address: Municipal Center**

**50 East Civic Center Dr**

**Gilbert Arizona 85296**

**Size: 442,803 Square Feet**

**Contract Amount: \$321,308 annual**

**Duration: 3 years**

**El Paso Texas Contract #2016-843**

**Address: City of El Paso**

**300 N. Campbell**

**El Paso, TX 79901**

**Size: 199,859 Square Feet**

**Contract Amount: \$171,000 annual**

**Duration: 3 years**

Form **W-9**  
(Rev. December 2011)  
Department of the Treasury  
Internal Revenue Service

# Request for Taxpayer Identification Number and Certification

Give Form to the  
requester. Do not  
send to the IRS.

Name (as shown on your income tax return)  
**FACILITY SERVICE GROUP LLC**

Business name/disregarded entity name, if different from above

Check appropriate box for federal tax classification:  
 Individual/sole proprietor     C Corporation     S Corporation     Partnership     Trust/estate  
 Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ **S**     Exempt payee  
 Other (see instructions) ▶

Address (number, street, and apt. or suite no.)  
**8985 S EASTERN AVE. STE 210**

City, state, and ZIP code  
**LAS VEGAS NV. 89123**

List account number(s) here (optional)

Requester's name and address (optional)

**Part I Taxpayer Identification Number (TIN)**

Enter your TIN in the appropriate box. The TIN provided must match the name given on the "Name" line to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

**Note.** If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number								
			-					

Employer identification number									
3	0	-	0	6	9	2	6	8	2

**Part II Certification**

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
- I am a U.S. citizen or other U.S. person (defined below).

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 4.

**Sign Here**    Signature of U.S. person     Date ▶ **1/7/2015**

**General Instructions**

Section references are to the Internal Revenue Code unless otherwise noted.

**Purpose of Form**

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

**Note.** If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

**Definition of a U.S. person.** For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

**Special rules for partnerships.** Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
06/01/2016

<b>PRODUCER</b> Summer Rivlin Insurance Agency, Inc. 8889 S Eastern #E Las Vegas, NV 89123	<b>THIS CERTIFICATION IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.</b>		
	<b>INSURERS AFFORDING COVERAGE</b>		<b>NAIC #</b>
<b>INSURED</b>  Facility Service Group, LLC 8985 S Eastern Avenue, Ste 210 Las Vegas, NV 89123	INSURER A:	First Comp	A 27626
	INSURER B:	Scottsdale Insurance Company	A+ 41297
	INSURER C:	Farmers Insurance	A 21652
	INSURER D:		
	INSURER E:		

### COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

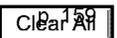
INSR LTR	ADD'L INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS	
B	X	<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Blanket Additional Insured GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	CPS2232206	08/20/2015	08/20/2016	EACH OCCURRENCE	\$ 1,000,000
						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 100,000
						MED EXP (Any one person)	\$ 5,000
						PERSONAL & ADV INJURY	\$ 1,000,000
						GENERAL AGGREGATE	\$ 2,000,000
						PRODUCTS - COMP/OP AGG	\$ 1,000,000
						Deductible	\$ 0
C	X	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS	606251496	01/05/2016	01/05/2017	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
						BODILY INJURY (Per person)	\$
						BODILY INJURY (Per accident)	\$
						PROPERTY DAMAGE (Per accident)	\$
		<b>GARAGE LIABILITY</b> <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT	\$
						OTHER THAN EA ACC	\$
						AUTO ONLY: AGG	\$
		<b>EXCESS/UMBRELLA LIABILITY</b> <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE  <input type="checkbox"/> DEDUCTIBLE <input type="checkbox"/> RETENTION \$				EACH OCCURRENCE	\$
						AGGREGATE	\$
							\$
							\$
A		<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below	MWC0071242-02	11/01/2015	11/01/2016	<input checked="" type="checkbox"/> WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER	
						E.L. EACH ACCIDENT	\$ 1,000,000
						E.L. DISEASE - EA EMPLOYEE	\$ 1,000,000
						E.L. DISEASE - POLICY LIMIT	\$ 1,000,000
		OTHER					

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS**

For information purposes

<b>CERTIFICATE HOLDER</b>  Facility Service Group, LLC 8985 S Eastern Avenue, Ste 210 Las Vegas, NV 89123	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL <u>30</u> DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.  AUTHORIZED REPRESENTATIVE <b>Summer Rivlin</b>
---	--

Digitally signed by Summer Rivlin  
DN: cn=Summer Rivlin, o=Summer Rivlin Insurance Agency, Inc. ou=emai@summerivlin.com, c=US  
Date: 2016.06.01 11:17:43 -0700



## **IMPORTANT**

If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

## **DISCLAIMER**

The Certificate of Insurance on the reverse side of this form does not constitute a contract between the issuing insurer(s), authorized representative or producer, and the certificate holder, nor does it affirmatively or negatively amend, extend or alter the coverage afforded by the policies listed thereon.

**Supplier: Facility Service Group**

**CITY OF LEWISVILLE PURCHASING DIVISION  
ADDITIONAL TERMS**

**ANTI-LOBBYING PROVISION**

During the period between proposal / sealed bid submission date and the contract award, proposers, including their agents and representatives, shall not directly discuss or promote their proposal with any member of the City of Lewisville City Council or City staff except in the course of City-Sponsored inquiries, briefings, interviews, or presentations, unless requested by the City.

This provision is not meant to preclude offerors from discussing other matters with City Council members or City staff. This policy is intended to create a level playing field for all potential offerors, assure that contract decisions are made in public, and to protect the integrity of the RFP / Bid Evaluation process. Violation of this provision may result in rejection of the offeror's proposal.

**LAWS AND ORDINANCES**

Laws and Ordinances: The Contractor shall at all times observe and comply with all Federal, State and local laws, ordinances and regulations which in any manner affect the Contract or the work, and shall indemnify and save harmless the City against any claim arising from the violation of any such laws, ordinances and regulations whether by the Contractor or his employees.

**PROTECTION OF RESIDENT WORKERS**

Protection of Resident Workers: The City of Lewisville actively supports the Immigration and Nationality Act (INA) which includes provisions addressing employment eligibility, employment verification, and nondiscrimination. Under the INA, employers may hire only persons who may legally work in the United States (i.e., citizens and nationals of the U.S.) and aliens authorized to work in the U.S. The employer must verify the identity and employment eligibility of anyone to be hired, which includes completing the Employment Eligibility Verification Form (I-9). The Contractor and its Subcontractors shall establish appropriate procedures and controls so no services or products under the Contract Documents will be performed or manufactured by any worker who is not legally eligible to perform such services or employment. The City reserves the right to audit Contractor's or Subcontractor's employment records to verify the existence of a completed Employment Eligibility Verification Form (I-9) for every worker performing services or manufacturing products under the Contract Documents. The audit will be at the City's expense.

**IMMIGRATION REFORM AND CONTROL ACT**

Immigration Reform and Control Act (8 U.S.C. §1324a): The City of Lewisville supports the Immigration Reform and Control Act (IRCA) which is a comprehensive scheme prohibiting the employment of unauthorized aliens in the United States. The Contractor shall submit a declaration signed under penalty of perjury of the laws of the State of Texas stating that it has not been found in violation of IRCA by the

United States Attorney General or Secretary of Homeland Security in the preceding five (5) years. The Contractor shall ensure that its Subcontractors submit a declaration signed under penalty of perjury of the laws of the State of Texas stating that they have not been found in violation of IRCA by the United States Attorney General or Secretary of Homeland Security in the preceding five (5) years. The Contractor and its Subcontractors shall at all times during the term of the contract with the City comply with the requirements of IRCA and shall notify the City within fifteen (15) working days of receiving notice of a violation of IRCA. The City may terminate a contract with the Contractor if the City determines that (a) the Contractor or its Subcontractors have been untruthful regarding IRCA violations in the preceding five (5) years; (b) if the Contractor fails to ensure that its Subcontractors submit the aforementioned declaration; or (c) the Contractor or its Subcontractors fail to timely notify the City of an IRCA violation.

**Facility Service Group LLC**

Contractor Name

**Jessica Bourdon**

Authorized Signature

**3/02/16**

Date

## Supplier: Facility Service Group

### EXHIBIT B

#### INSURANCE REQUIREMENTS GENERAL CONTRACTS FOR SERVICES

Service work, supplies requiring installation, Janitorial Services, Welding, Surveyors, Plumbing Contractors, Maintenance Agreements, Concessionaires, Tire Repairs, Tow Service, Painting, Electrical, Movers, Major Street Repairs, and Waterline Projects, etc.

Vendor shall procure and maintain for the duration of the contract, insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the contractor, his agents, representatives, employees, or subcontractors. The cost of such insurance shall be included in the vendor's bid.

#### A. MINIMUM SCOPE OF INSURANCE

Coverage shall be at least as broad as:

1. ISO Form Number GL 00 01 (Ed 10 01) covering Comprehensive General Liability "Occurrence" form only, "claims made" form is unacceptable except for professional liability.
2. Workers' Compensation insurance as required by the Labor Code of the State of Texas, including Employers' Liability Insurance.
3. Automobile Liability – as required by the State of Texas, covering all owned, hired, or non-owned vehicles. Automobile Liability is only required if vehicle(s) will be used under this contract. Coverage not required for delivery services.

#### B. MINIMUM LIMITS OF INSURANCE

Contractor shall maintain limits throughout contract not less than:

1. Commercial General Liability: \$500,000 per occurrence for bodily injury, personal injury and property damage. \$1,000,000 Aggregate Policy will include coverage for:

Premises – Operations

Broad Form Contractual Liability

Products and Completed Operations

Personal Injury

Broad Form Property Damage

If applicable, Explosion, Collapse, and Underground (XCU) Coverage (when applicable, Fire Damage, Medical Expense)

***NOTE: The aggregate loss limit applies to each project.***

2. Workers' Compensation and Employer's Liability: Workers' Compensation limits as required by the Labor Code of the State of Texas and Statutory Employer's Liability minimum limits of \$100,000 per injury, \$300,000 per occurrence, and \$100,000 per occupational disease.
3. Automobile Liability - \$500,000 Combined Single Limit. Limits can only be reduced if approved by the Risk Manager or designee.

#### C. DEDUCTIBLES AND SELF-INSURED RETENTIONS

Any deductible or self-insured retentions must be declared to and approved by the City.

**D. OTHER INSURANCE PROVISIONS**

The policies are to contain, or be endorsed to contain the following provisions:

**1. General Liability and Automobile Liability Coverages**

- a. The City, its officers, officials, employees, Boards and Commissions and volunteers are to be added as "Additional Insured" as respects liability arising out of activities performed by or on behalf of the contractor, products and completed operations of the contractor, premises owned, occupied or used by the Contractor. The coverage shall contain no special limitations on the scope of protection afforded to the City, its officers, officials, employees or volunteers. It is understood that the business auto policy under "Who is an Insured" automatically provides liability coverage in favor of the City.
- b. The contractor's insurance coverage shall be primary insurance as respects the City, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the City, its officers, officials, employees, or volunteers shall be excess of the contractor's insurance and shall not contribute with it.
- c. Any failure to comply with reporting provisions of the policy shall not affect coverage provided to the City, its officers, officials, employees, Boards and Commissions, or volunteers.
- d. The contractor's insurance shall apply separately to each insured against whose claim is made or suit is brought, except to the limits of the insured's liability.

**2. Workers' Compensation and Employer's Liability Coverage**

The insurer shall agree to waive all rights of subrogation against the City, its officers, officials, employees, and volunteers for losses arising from work performed by the contractor for the City.

**3. All Coverages**

Each insurance policy required by this clause shall be endorsed to state that coverage shall not be suspended, voided, canceled or non-renewed by either party, reduced in coverage or in limits except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given the City.

**E. ACCEPTABILITY OF INSURERS**

The City prefers that insurance be placed with insurers with an A.M. Best's rating of no less than **A-:VI, or, A or better** by Standard and Poors.

**F. VERIFICATION OF COVERAGE**

Contractor shall furnish the City with certificates of insurance affecting coverage required. The certificates for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. Certificates of Insurance similar to the ACCORD Form are acceptable. City will not accept Memorandums of Insurance or Binders as proof of insurance. The City reserves the right to require complete, certified copies of all required insurance policies at any time.

**G. HOLD HARMLESS AND INDEMNIFICATION**

Contractor agrees to defend, indemnify and hold the City, its officers, agents and employees, harmless against any and all claims, lawsuits, judgments, costs and expenses for personal injury (including death), property damage or other harm for which recovery of damages is sought, suffered by any person or persons, that may arise out of or be occasioned by Contractor's breach of any of these terms and conditions or by any negligent or strictly liable act or omission of Contractor, its officers, agents, employees or subcontractors, in the performance of this Agreement; except that the indemnity provided for in this paragraph shall not apply to any liability resulting from the sole negligence or fault of the City, its officers, agents, employees or separate contractors, and in the event of joint and concurring negligence or fault of the Contractor and the City, responsibility and indemnity, if any, shall be apportioned in accordance with the law of the State of Texas, without waiving any governmental immunity available to the City under Texas law and without waiving any defenses of the parties under Texas law. The provisions of this paragraph are solely for the benefit of the parties hereto and not intended to create or grant any rights, contractual or otherwise, to any other person or entity.

**H. PROOF OF INSURANCE**

Contractor is required to submit proof of insurance on a form acceptable to the City of Lewisville.

Certificates of Insurance similar to the ACCORD form are acceptable. City will not accept Memorandums of Insurance or Binders as proof of insurance. City, at its own discretion, may require a copy of any policy presented to the City.

**Supplier: Facility Service Group**

**EXHIBIT C  
SITE INSPECTION AFFIDAVIT**

I, **Jessica Bourdon** with **Facility Service Group, LLC** attest that I have  
 (Print Name) (Company Name)

visited the site(s) affected by this bid with City personnel and thoroughly understand the nature of this bid.

Be sure to return this pre-bid/site inspection affidavit with your entire bid package.

ELECTRONIC BIDS: Completed forms may be scanned and attached to BidSync submittal or submitted to Purchasing before the bid due date and time.

**Facility Service Group, LLC**  
 Company Name

**8985 S. Eastern Ave, Ste 210**  
 Company Address

<b>Las Vegas</b>	<b>NV</b>	<b>89123</b>
City	State	Zip Code

<b>Jessica Bourdon</b>	<b>Director of Sales -</b>	<b>7/21/2016</b>
Authorized Representative (Print)	<b>Government Contracting</b>	Date
	Title	

<b>JBourdon@fsgcorp.us</b>	<b>8136386725</b>	
Email Address	Phone	Fax

**Jessica Bourdon**  
 Signature

City Representative (Print)	Title	Date
-----------------------------	-------	------

**Supplier: Facility Service Group**

**CITY OF LEWISVILLE  
COOPERATIVE PURCHASING AGREEMENT**

Several Governmental entities around the City of Lewisville have indicated an interest in being included in this contract. Should these Governmental Entities decide to participate in this contract, would you, (the vendor) agree that all terms conditions, specifications, and pricing would apply?

YES       NO

- (a) If you (the Vendor) checked yes, the following will apply.
- (b) Governmental Entities utilizing Internal-Governmental contracts with the City of Lewisville will be eligible, but not obligated, to purchase materials/services under the contract(s) awarded as a result of this solicitation. All purchases by Governmental Entities other than the City of Lewisville will be billed directly to that Governmental Entity and paid by that Governmental Entity. City of Lewisville will not be responsible for another Governmental Entity's debts. Each Governmental Entity will order their own material/service as needed.

BID INVITATION NO:	<b>16-43-A</b>
COMMODITY:	<b>Janitorial Services</b>

FIRM NAME: **Facility Service Group, LLC**

SIGNATURE OF PERSON AUTHORIZED TO SIGN BID:

**Jessica Bourdon**

DATE: **07/21/2016**

SIGNER'S NAME AND TITLE:

**Jessica Bourdon - Director of Sales**

## Supplier: Facility Service Group

### STATE RECIPROCAL REQUIREMENT

The City of Lewisville, as a governmental agency of the State of Texas, may not award a contract for general construction, improvements, services or public works projects or purchases of supplies, materials, or equipment to a non-resident bidder unless the non-resident's bid is lower than the lowest bid submitted by a responsible Texas resident bidder by the same amount that a Texas resident bidder would be required to underbid a non-resident bidder to obtain a comparable contract in the state in which the non-resident's principal place of business is located (Section 2252.002 of the Government Code). Bidder shall answer all the following questions by encircling the appropriate response or completing the blank provided.

1. Where is your principal place of business? **Las Vegas**
2. Only if your principal place of business is not in the state of Texas, please indicate:
  - A. In which state is your principal place of business located? **Nevada**
  - B. Does that state favor resident bidders (bidders in your state) by some dollar increment or percentage?  YES  NO
  - C. If "YES", what is that dollar increment or percentage? **n/a**

---

### NON-COLLUSION STATEMENT

The undersigned affirms that they are duly authorized to execute this contract, that this company, corporation, firms, partnership or individual has not prepared this bid in collusion with any other Bidder, and that the contents of this bid as to prices, terms or conditions of said bid have not been communicated by the undersigned nor by any employer or agent to any other person engaged in this type of business prior to the official opening of this bid.

Vendor:	<b>Facility Service Group LLC</b>
Address:	<b>8985 S Eastern Ave Ste 210</b>
City, State, Zip:	<b>Las Vegas, NV 89123</b>
Phone	<b>8552742220</b>
Email Address:	<b>JBourdon@fsgcorp.us</b>
Bidder (Print name)	<b>Jessica Bourdon</b>
Bidder Signature	<b>Jessica Bourdon</b>
Position with Company	<b>Director of Sales</b>
Signature of company official authorizing this bid:	<b>Jessica Bourdon</b>
Company Official (Print name):	<b>Jessica Bourdon</b>
Position with company:	<b>Director of Sales</b>

**Supplier: Facility Service Group**

CITY OF LEWISVILLE  
PURCHASING DIVISION

**Exceptions**

**Bid 16-43-A**

On the lines below, please list any exceptions taken to this bid invitation.

Item#	Description
n/a	n/a

Signature  
Company  
Date

**No Exceptions taken to this bid invitation.**

Signature **Jessica Bourdon**  
Company **Facility Service Group LLC**  
Date **07/21/2016**

## MEMORANDUM

**TO:** Donna Baron, City Manager

**VIA:** Keith Marvin, P.E., Director of Public Services

**FROM:** Ron Carson, Public Works Manager

**DATE:** September 12, 2016

**SUBJECT:** **Approval of a Bid Award for an Annual Requirements Contract for Work Order Generated Concrete Repairs to SAZ Infrastructure, Dallas, Texas, for an Estimated Amount of \$726,525.**

### BACKGROUND

Prior to 2010 City forces completed all citizen repair request. In 2010 the first contract for concrete work order repairs was awarded. The intent of the contract was to help reduce the backlog of citizen repair request specifically related to concrete infrastructure such as alleys, streets, sidewalk, curb ramps, retaining walls, and drainage structures. Through the use of this type of annual contract, in addition to City forces, the Public Services Department has been able to reduce the work order backlog. From October 2010 through June of this year we have closed out 3,953 work orders through this contract. By completing this work, we have reduced the backlog from more than 600 open work orders to just over 200 today.

The current annual contract used for work order generated concrete repairs was awarded to SAZ Infrastructure on September 16, 2013 and has been extended each of the following two years, in September 2014, and again in September 2015, for a total of 3 years. This contract has reached the maximum number of extensions, and will expire later this month.

Additional funds have been requested in the fiscal year 2016–2017 budget, which will further reduce work order backlog and help improve sidewalk condition in neighborhoods. Approximately 40% of the current backlog are citizens' request for sidewalk related repairs. The 2016 *Police Operation and City Appearance Survey* showed Citizens are concerned with current sidewalk conditions. In order help improve sidewalk condition and close out the large number of repair request received each year a new contract is needed.

### ANALYSIS

On Aug. 4, 2016, two (2) bids were received and opened for the Annual Contract for Work Order Generated Concrete Repairs. The apparent low bid is from SAZ Infrastructure, PO Box 797822, Dallas, TX. 75379, in the amount of \$726,525.20. SAZ Infrastructure held the previous contract for 3 years and has demonstrated they are both a reliable and competent contractor. Funding is

Subject: SAZ Infrastructure Contract Award  
September 12, 2017  
Page 2

available for this contract through the Concrete Street and Sidewalk Maintenance Capital Improvement accounts.

**RECOMMENDATION**

It is City staff's recommendation that the City Council approve the bid award as set forth in the caption above.

## MEMORANDUM

**TO:** Donna Barron, City Manager

**THROUGH:** Brenda Martin, Finance Director

**FROM:** Todd White, Purchasing Manager

**DATE:** August 30, 2016

**SUBJECT:** **Approval of a Bid Award for an Annual Requirements Contract for Work Order Generated Concrete Repairs to SAZ Infrastructure, Dallas, Texas, for an Estimated Amount of \$726,525.**

### BACKGROUND

A bid invitation was created and posted on Bidsync.com July 16, 2016. Specifications were created in accordance with Texas Local Government Code Chapter 252.043, *Award of Contract*. Specifications under this chapter of the law state the award is to be made on the basis of the best value for the municipality.

In determining the best value for the municipality, the municipality may consider, among other things: (1) the purchase price; (2) the quality of the bidder's goods or services; and (3) the extent to which those goods or services meet the municipality's needs.

### ANALYSIS

Sealed bids were due August 4, 2016 and two bids were received. Both bids met specification compliance. SAZ Infrastructure submitted the lowest cost and is being recommended for award based on offering the best value to the City.

### RECOMMENDATION

It is City staff's recommendation that the City Council approve the bid award as set forth in the caption above.

**CITY OF LEWISVILLE  
PURCHASING DIVISION  
BID TABULATION  
BID NO. 16-44-A  
ANNUAL REQUIREMENTS CONTRACT FOR  
WORK ORDER GENERATDED CONCRETE REPAIRS**

<b>SAZ INFRASTRUCTURE DALLAS, TEXAS</b>	<b><u>\$726,525.20</u></b>
<b>DIGG COMMERCIAL GEORGETOWN, TEXAS</b>	<b>\$1,378,825.00</b>

## MEMORANDUM

**TO:** Donna Barron, City Manager

**FROM:** James Kunke, Community Relations and Tourism Director

**DATE:** August 24, 2016

**SUBJECT:** **Approval of a Supplemental Appropriation in the amount of \$70,608 to the Community Activities Fund; and Approval of an Award for the Purchase of a 2014 Steinway Model D Concert Grand Piano From the Clavier Group Inc. DBA Steinway Hall - Dallas, Dallas, Texas in the Total Amount of \$107,590.**

### BACKGROUND

For five years, volunteers and staff have been raising funds for purchase of a Steinway D Concert Grand Piano for MCL Grand, to be available for rental by users of the Performance Hall. Staging a full-time donor campaign has proven difficult because of the inability to dedicate significant staff time to the effort, and the lack of a community champion to head the project. To date, a total of \$36,982 has been donated toward the piano, with the majority of that coming from a single donation by Greater Lewisville Arts Alliance. A new Steinway D Concert Grand currently retails for approximately \$140,000.

To test the market, staff went out for bids on a concert grand piano. A bid invitation was created and posted on Bidsync.com July 27, 2016. Specifications were created in accordance with Texas Local Government Code Chapter 252.043, *Award of Contract*. Specifications under this chapter of the law state the award is to be made on the basis of the best value for the municipality.

In determining the best value for the municipality, the municipality may consider, among other things: (1) the purchase price; (2) the quality of the bidder's goods or services; and (3) the extent to which those goods or services meet the municipality's needs.

### ANALYSIS

Sealed bids were due August 11, 2016 and the four following bids were received:

- (A) Riverton Music, Sandy, Utah – all Steinway Model D Concert Grand Pianos
1. Year 1886 rebuilt (no year) \$64,000
  2. Year 1981 original \$65,000
  3. Year 1966 rebuilt (no year) \$66,000
  4. Year 1926 rebuilt 2015 \$69,000

Subject: Steinway Concert Grand Piano

August 24, 2016

Page 2 of 2

(B) **The Clavier Group, Inc. DBA Steinway Hall, Dallas, Texas**  
**Year 2014 Steinway Model D Concert Grand Piano \$107,140**

(C) Metroplex Piano, Inc., Dallas, Texas  
Year 2016 Yamaha CFX Concert Piano \$122,400

(D) Kedyrolo LLC, Miami, Florida  
Year 2016 Steinway Model D Concert Grand Piano \$275,437.50

Based on best value, the purchase of the 2014 Steinway Model D Concert Grand Piano from the Clavier Group, Inc., DBA Steinway Hall is being recommended.

The instrument detailed in the selected bid has been in a private home and lightly used for the past two years. Staff had the piano “auditioned” by Dr. Pamela Mia Paul, Regents Professor of Piano at University of North Texas, who reported the instrument to be in excellent condition and strongly recommended making the purchase. Her assessment is included in the Council packet, as is a photo of the piano and a copy of the warranty.

Having a Steinway Concert Grand Piano would allow MCL Grand to attract a different level of performer than can currently be accommodated. According to Steinway Hall, there currently are 13 public venues in North Texas that have a similar instrument, including the Bass Hall in Fort Worth and Myerson Symphony Center in Dallas. Only five of those – Garland, Irving, Mesquite, McKinney and Richardson – are municipal facilities similar to MCL Grand.

Staff is requesting approval to pursue purchase of the Steinway piano along with the necessary budget appropriation. Applying the \$36,982 currently in the Piano Donations capital project leaves a balance of \$70,608. Staff proposes paying that balance out of the Community Activities Fund, which currently has a reserve of \$313,025 and expected to grow to \$440,240 this fiscal year. The Community Activities Fund receives the \$70,000 annual naming-rights sponsorship from Medical Center of Lewisville which makes this piano purchase an ideal expenditure out of that fund.

If approved, staff will continue to work with volunteers and Steinway Hall in an effort to raise the funds to restore the Community Activities Fund reserve.

### **RECOMMENDATION**

It is City staff’s recommendation that City Council approve the supplemental appropriation and award as set forth in the caption above.



A green light to greatness.®

August 18, 2016

College of Music

To Whom It May Concern:

I was pleased to go to Steinway Hall-Plano on Tuesday, August 16, 2016 to try out the Steinway Concert D, serial # 599143, I also had the opportunity to listen to it being played extensively by Mr. Baolong Zhang, who will be the featured soloist at the opening night concert of the Lewisville Symphony's season on September 16th.

The instrument is glorious...big, beautiful, rounded sound from top to bottom, with a "user-friendly" action and many colors. It will be perfectly suited to the hall and will make an excellent instrument for concertos with orchestra.

There are a few tiny tweaks of which I have made note and these small adjustments would be made most effectively when and if the instrument is actually on the stage, in the hall. They are:

- 1) Check the una corda pedal shift in the 5th and 6th octaves.
- 2) In the dynamic range of pp and mf, check for a consistently round sound when NOT using the una corda pedal.
- 3) Check the Sostenuto Pedal for a slight squeak.

Other than that, the piano is as close to perfect as they get and I enthusiastically recommend that its purchase be approved.

Sincerely,

Dr. Pamela Mia Paul  
Regents Professor of Piano  
University of North Texas College of Music  
[pamela.paul@unt.edu](mailto:pamela.paul@unt.edu)  
940-3674049

UNIVERSITY OF NORTH TEXAS®

1155 Union Circle #311367 Denton, Texas 76203-5017  
940.565.2791 940.565.2002 fax www.music.unt.edu

PROUDLY USING ENVIRONMENTALLY FRIENDLY PAPER

# Pamela Mia Paul

Pamela Mia Paul is both a brilliant performer and a deeply dedicated teacher. On stage, she has performed with the world's great orchestras. She has given concerts throughout the United States, and in Europe, the People's Republic of China, South Korea and Turkey both as soloist and as chamber musician. In the studio, or in the setting of a masterclass, she is an internationally sought-after pedagogue whose students hold teaching positions throughout the United States and Asia, and who have participated in and won competitions including the Nina Widemann Competition and the Naumburg International Piano Competition. Ms. Paul has commissioned and premiered works for the piano; Robert Beaser's Piano Concerto, which was written for her, had its world premiere in the United States with the St. Louis Symphony conducted by Leonard Slatkin, and in Europe with the Monte Carlo Philharmonic under the baton of American conductor Richard Dufallo. The Beaser Concerto had its New York premiere in 1992 at Carnegie Hall, with Dennis Russell Davies conducting the American Composers Orchestra. In 2012 Ms. Paul commissioned a concerto for piano and symphonic winds from Steven Bryant. The concerto was premiered with the UNT Wind Symphony conducted by Eugene Corporon and recorded for release on the Klavier label in December 2012.

Miss Paul has received critical acclaim for her appearances with orchestras in the United States and Europe, where her interpretations of both standard repertoire and twentieth-century piano concertos have garnered consistent critical praise.

Miss Paul's European orchestral appearances include the Vienna ORF Orchestra, Vienna Symphony, the Orchestre de la Suisse Romande, Berlin Stadskapelle, and the Dutch Radio Symphony; her U.S. orchestral appearances include those with the New York Philharmonic, symphonies of Detroit, St. Louis, Pittsburgh, and Houston, American Composers Orchestra, Boston Pops, New York Pops, the Minnesota Orchestra, and Caramoor Festival Orchestra. In both orchestral performances and recitals, Ms. Paul has appeared in the world's major concert halls including Alice Tully Hall and Carnegie Hall, Wigmore Hall, the Musikverein and Konzerthaus in Vienna, and the Concertgebouw of Amsterdam.

As a chamber musician, she has been an invited guest artist at the Salzburg and Bregenz festivals in Austria, Aspen Music Festival in Colorado, and at Music Mountain in Connecticut. Quartets with which she has performed include Cassatt, Penderecki, Borromeo, Chester, Orlando, Leontovich, Miro, DaPonte and St. Petersburg.

Summer programs at which Ms. Paul has taught include the Prague International Master Classes, The Institute for Strings, and the Vienna International Piano Academy. She has presented masterclasses in Europe, the People's Republic of China, Turkey, South Korea, and throughout the United States. Pamela Mia Paul received the doctor of musical arts, master of music, and bachelor of music degrees from the Juilliard School. Dr. Paul has been selected as one of five judges for the international screening jury of the 2017 Van Cliburn International Piano competition and will be traveling around the world in early 2017 to audition prospective contestants in this renowned competition.

She is currently Regents Professor of Piano at the University of North Texas and is a Steinway artist.

CITY OF LEWISVILLE  
PURCHASING DIVISION  
BID TABULATION  
BID # 16-51-P  
STEINWAY MODEL D CONCERT GRAND PIANO

	RIVERTON MUSIC SANDY, UTAH	CLAVIER GROUP, INC DBA: STEINWAY HALL-DALLAS DALLAS, TEXAS	METROPLEX PIANO, INC. DALLAS, TEXAS	KEDYROLO LLC MIAMI, FLORIDA
<b>UNIT PRICE</b>	\$69,000.00	\$107,140.00	\$122,400.00	\$275,038.40
<b>MANUFACTURER</b>	STEINWAY & SONS	STEINWAY & SONS	YAMAHA	SEINWAY & SONS
<b>MODEL NUMBER</b>	MODEL D	MODEL D	CFX CONCERT PIANO	MODEL D-274
<b>NEW OR USED</b>	USED	USED	NEW	NEW
<b>YEAR OF MFG</b>	1886-1981	2014		
<b>ARTIST BENCH</b>	\$0.00	\$0.00	\$0.00	\$0.00
<b>ON-SITE TUNING</b>	\$0.00	\$0.00	\$0.00	\$0.00
<b>DELIVERY CHARGE</b>	\$1,500.00	\$450.00	\$0.00	\$399.00
<b>WARRANTY</b>	NO BID	5-YEAR USED PIANO WARRANTY	10 YEAR MFG WARRANTY	5 YEAR LIMITED P&L
<b>GRAND TOTAL</b>	\$70,500.00	\$107,590.00	\$122,400.00	\$275,437.40

NOTE: 4 USED STENWAY MODEL  
D'S ARE BEING BID.

YEAR: 1886 - REBUILT (NO YEAR)	\$64,000.00
YEAR: 1981	\$65,000.00
YEAR: 1966 - REBUILT (NO YEAR)	\$66,000.00
YEAR: 1926 - REBUILT IN 2015	\$69,000.00



STEINWAY &amp; SONS

# 2014 MODEL D

Ebony Polyester #599143

## STEINWAY MODEL D #599143

Make	Steinway & Sons
Model	D (NY)
Finish	Ebony Polyester
Serial No.	599143
Year Built	2014

## MEASURES AND WEIGHT

Length	8'11 <sup>3</sup> / <sub>4</sub> "
Width	61 <sup>1</sup> / <sub>4</sub> "
Weight	990 lb

## PURCHASE PRICE

2016 Retail Price (if new)	\$162,100
MCL Grand Price	\$107,140

## PRICE INCLUDES

- New Standard Artist Bench
- 5-Year Dealer Warranty
- (1) On-Site Complimentary Tuning



## STEINWAY & SONS MODEL D

Quite simply, this is the ultimate piano. At 9 feet in length, this majestic musical instrument is the overwhelming choice of the world's greatest pianists. It has the power and projection to be heard in a 2000-seat concert hall—without the aid of a microphone. It sings above the accompaniment of a symphony orchestra, yet it can whisper with equal impact. Its miraculously sensitive action allows any artist to ask of it whatever he or she wants, with full confidence of this instrument's ability to respond. The Steinway Model "D" Concert Grand is the piano that will completely satisfy those who desire the highest possible level of musical expression.

## ABOUT CONCERT GRAND #599143

The Steinway & Sons Model D concert grand piano, serial number 599143, in Ebony Polyester was built in 2014. It is rare to come across a pre-owned Steinway Model D that was built so recently. This piano has the new Ebony Polyester Finish and large concert casters, both ideal for the concert stage. Piano has been maintained by Steinway trained technicians that work full-time at Steinway Hall - Dallas.



STEINWAY HALL  
DALLAS • FORT WORTH • PLANO

# 5-Year Used Piano Warranty

*Your piano, which you purchased from Steinway Hall - Dallas/ Fort Worth/ Plano carries a 5-Year Limited Used Piano Warranty.*

Our warranty service attitude has always been the same and remains the same today. That is, if a piano is defective we will make it right at no cost to the customer, and with as little inconvenience as possible.

## Our Promise To You Conditions of Warranty

If during the warranty period from the date of original purchase, your piano is found by Steinway Hall to have a defect in material or workmanship, we will repair such defect without charge for parts or labor.

In the event that Steinway Hall determines that the defect cannot be repaired, then Steinway Hall is willing to replace the defective piano with an identical one, or one which is a reasonable equivalent.

Naturally, normal maintenance work such as tuning or regulation, and the results of normal wear, are not covered by this warranty, and the warranty only applies to pianos sold for use and remaining within 100 miles of the Steinway Hall location where you purchased your piano.

## Responsibilities as a Piano Owner

In order for Steinway Hall to provide proper warranty service, it is necessary that the purchaser assume certain responsibilities.

1. Notify Steinway Hall's Service Department at (214) 526-1853 within 10 days of the discovery with a detailed explanation of the problem.
2. Permit Steinway Hall to inspect and provide warranty service which shall be completed within a reasonable time.

## Proper Maintenance & Use

Your piano, like any other product, should be properly used and maintained. Regular maintenance tunings are the responsibility of you, the owner. It is important that you read your "Piano Care" booklet and be familiar with proper maintenance and use. Steinway Hall's warranty does not apply to failures caused by the following:

1. Improper maintenance or repair.
2. Abnormal strain, neglect, abuse, **modification or** exposure to sunlight, or to extremes in temperature or humidity.
3. Accidental damage.

## Warranty Information

This warranty is non-transferable and non-assignable to subsequent owners of this instrument. This warranty gives you specific legal rights, and you may also have other rights which vary from state to state.

Should you have any questions regarding this warranty, please contact Steinway Hall's Service Department at:

5301 N. Central Expressway  
Dallas, Texas 75205  
(214) 526-1853

**TBD**

Owner

**Steinway & Sons**

Piano Manufacturer

**D**

Model

**599143**

Serial Number

**TBD**

Date of Purchase

**Signed Upon Purchase**

Authorized By

## MEMORANDUM

**TO:** Donna Barron, City Manager

**FROM:** Brenda Martin, Director of Finance

**DATE:** September 2, 2016

**SUBJECT:** **Approval of a Resolution of the City Council of the City of Lewisville, Texas, Calling a Public Hearing for the Levy of Assessments for Authorized Improvements in the Lewisville Castle Hills Public Improvement District No. 7; Setting a Date for Public Hearing; Authorizing the Publication of Notice; and Enacting Other Provisions Relating Thereto.**

### BACKGROUND

Chapter 372 of the Local Government Code authorizes the creation of Public Improvement Districts (PIDs) to provide a tool by which a city can levy and collect special assessments on property that is within the city or within the city's extraterritorial jurisdiction (ETJ) for designated purposes including the construction of street and water/wastewater improvements. In 1996, the city entered into a development agreement with Denton County Fresh Water Supply Districts (DCFWSO) No. 1-A and No. 1-B and Bright Farm Partnerships to create PIDs to provide the financing necessary for infrastructure development in the city's ETJ.

Since the approval of the 1996 agreement, DCFWSO 1-A divided into additional districts—1-C, 1-D, 1-E, 1-F, 1-G and 1-H. PIDs have been approved by the City Council as follows:

PID No. 1	DCFWSO 1-B
PID No. 2	DCFWSO 1-D
PID No. 3	DCFWSO 1-E
PID No. 4	DCFWSO 1-F
PID No. 5	DCFWSO 1-G
PID No. 6	DCFWSO 1-H
PID No. 7	DCFWSO 1-C

Combination Contract Revenue and Special Assessment bonds have been issued in the districts which are paid via property tax collections in the respective district (an assessment on property owners in the districts would only occur if tax collections were insufficient to cover debt payments). Total outstanding debt for these PIDs is currently \$109.77M. This debt is strictly a liability of the districts and not the City of Lewisville.

## **ANALYSIS**

The creation of PID No. 7 began with petitions being filed on March 21, 2013 by BRECO Lands CH, LLC requesting the establishment of PIDs No. 5, 6 and 7. At the March 25, 2013 City Council meeting, the three petitions were accepted and a public hearing was called for May 6, 2013 relating to the advisability of the proposed improvements. The improvements in all three of the districts include the acquisition, construction and improvement of water, wastewater or drainage facilities and the acquisition and construction of streets. On May 6, 2013, City Council approved the resolution making certain findings in connection with the Districts and authorizing creation of the Districts.

On March 3, 2014, City Council approved a resolution calling for a public hearing on March 17, 2014 to consider, approve and adopt the Service and Assessment Plan and Assessment Roll and any official reports filed with the City in support of the Plan and Roll. This hearing was continued to May 19, 2014 and held, and the Plan and Roll was approved and adopted.

The original Assessment and Roll encompassed approximately 261 acres subdivided into 135 residential lots and 223 acres of commercial tracts, which include a golf course and related clubhouse facilities.

On April 6, 2015, the Town of Hebron disannexed a 34.733 acre tract of land and relinquished its ETJ in said land in favor of the City of Lewisville of which 33.094 acres remain currently in the City's ETJ. A petition was submitted by the property owner to add these acres to PID No. 7 and City Council approved the additional land on April 20, 2015. The original Assessment and Roll must now be amended to include the additional land. The first step of this process is to approve this resolution calling for a public hearing during City Council's meeting on October 3, 2016.

## **RECOMMENDATION**

It is City staff's recommendation that the City Council approve the resolution as set forth in the caption above.

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LEWISVILLE, TEXAS, CALLING A PUBLIC HEARING FOR THE LEVY OF ASSESSMENTS FOR AUTHORIZED IMPROVEMENTS IN THE LEWISVILLE CASTLE HILLS PUBLIC IMPROVEMENT DISTRICT NO. 7; SETTING A DATE FOR PUBLIC HEARING; AUTHORIZING THE PUBLICATION OF NOTICE; AND ENACTING OTHER PROVISIONS RELATING THERETO**

**WHEREAS**, the City Council (the “City Council”) of the City of Lewisville, Texas (the “City”) received a petition (the “Petition”) requesting the addition of lands (the “Additional Land”) to Lewisville Castle Hills Public Improvement District No. 7 (the “District”) within the extraterritorial jurisdiction of the City under Chapter 372 of the Texas Local Government Code (the "Act"), from the record owners of taxable real property representing more than fifty percent (50%) of the appraised value of the real property liable for assessment (as determined by the most recent certified appraisal roll for Denton County) in the lands to be added to the District and the record owners of taxable real property that constitute more than 50% of all of the area of all taxable real property that is liable for assessment in the lands added to the District under the proposal; and

**WHEREAS**, the City Council accepted the Petition, called and held a public hearing on the addition of 33.28 acres of land adjacent to the District (the “Additional Land”), as described in Ordinance No. 4202-28-2015 authorizing the addition of the Additional Land, and, after closing such public hearing, approved the addition of the Additional Land to the District, all in accordance with the Act; and

**WHEREAS**, pursuant to the Act, the City has previously directed the preparation of a Service and Assessment Plan for the District (the “Service and Assessment Plan”) and an Assessment Roll (as defined therein), which Service and Assessment Plan contemplated the construction of Authorized Improvements (as defined therein);

**WHEREAS**, the City has previously levied assessments on land within the District in accordance with the Act;

**WHEREAS**, in connection with the addition of the Additional Land to the District, the City has determined that that it is necessary to levy a new assessment to re-apportion the benefit of the Authorized Improvements on all property within the District, including the Additional Land. (the “New Assessments”);

**WHEREAS**, in connection with the addition of the Additional Land, the Service and Assessment Plan and Assessment Roll must be amended to reflect the Additional Land and the New Assessments, and such amendment (the “SAP Amendment”), including a new assessment roll (the “New Assessment Roll”), is attached hereto as Exhibit A; and

**WHEREAS**, the City has determined to call a public hearing regarding the levy of the New Assessments and the SAP Amendment pursuant to the Act;

**WHEREAS**, the City desires to publish notice of the public hearing to adopt the SAP Amendment in order to provide notice to all interested parties of the City's proposed levy of assessments of the New Assessments; and

**WHEREAS**, the City desires to file the SAP Amendment and the New Assessment Roll with the City Secretary such that they are available for public inspection pursuant to the Act.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LEWISVILLE, TEXAS, THAT:**

**Section 1.** Findings. The findings and determinations set forth in the preambles hereto are hereby incorporated by reference for all purposes.

**Section 2.** Calling Public Hearing. The City Council hereby calls a public hearing (the "Public Hearing") for 7:00 p.m. on October 3, 2016 in the Council Chambers of the Lewisville City Hall, 151 West Church Street, Lewisville, Texas, 75006, to consider approving the SAP Amendment, with such changes and amendments as the City Council deems necessary, and the proposed New Assessment Roll with such amendments to the New Assessments as the City Council deems necessary, as the final SAP Assessment Roll of the District.

**Section 3.** Publication of Notice. Notice of the hearing setting out the matters required by Section 372.016 of the Act shall be given by publication at least eleven (11) days before the date of the hearing, in a newspaper of general circulation in the corporate limits of the City. The City Council hereby directs City Staff to cause the publication of notice of the Public Hearing substantially in the form attached as Exhibit B with such changes as approved by the City Attorney. Notice of such hearing shall also be given by the City Secretary, by mailing a copy of the notice containing the information required by Section 372.016(b) of the Act at least eleven (11) days prior to the hearing to the current address of each owner of property liable for an assessment in the proposed Additional Land as reflected on the tax rolls of the Denton Central Appraisal District.

**Section 4.** Conduct of Public Hearing. The City Council shall convene at the location and at the time specified in the notice described above for the public hearing and shall conduct the public hearing in connection with its approval of the SAP Amendment and the levy of the proposed New Assessments in the District, including costs of collection, penalties and interest on delinquent New Assessments. At such public hearing, the City Council will hear and pass on any objections to the SAP Amendment and the proposed New Assessment Roll and the levy of the proposed New Assessments within the District (which objections may be written or oral). After all objections made at such hearings have been heard, the City Council may; (i) levy the New Assessments for Authorized Improvements as special assessments against each parcel of property in Lewisville Castle Hills Public Improvement District No. 7, as set forth in the SAP Amendment and the related New Assessment Roll; (ii) specify the method of payment of the New Assessments, and (iii) provide that New Assessments be paid in periodic installments. All residents and property owners within Lewisville Castle Hills Public Improvement District No. 7 and all other persons, are hereby invited to appear in person, or by their attorney, and contend for or contest the SAP Amendment, the New Assessment Roll, and the proposed New Assessments and offer testimony pertinent to any issue presented on the amount of the New Assessments, purpose of the New Assessments, special benefit of the assessments, and the costs of collection and the penalties and interest on

delinquent New Assessments. At or on the adjournment of the hearing conducted pursuant to Section 372.016 on the proposed New Assessments, the City Council must hear and pass on any objection to a proposed New Assessment. The City Council may amend a proposed New Assessment on any parcel. The failure of a property owner to receive notice does not invalidate the proceeding.

**Section 5.** Filing of SAP Amendment and New Assessment Roll. The proposed SAP Amendment and New Assessment Roll shall be filed in the office of the City Secretary and be made available to any member of the public who wishes to inspect the same.

**Section 6.** Effective Date. This Resolution shall take effect immediately from and after its passage and it is accordingly so resolved.

[Signature page follows]

**PASSED BY THE CITY COUNCIL OF THE CITY OF LEWISVILLE, TEXAS, ON THIS  
THE 12<sup>TH</sup> DAY OF SEPTEMBER, 2016.**

**APPROVED:**

\_\_\_\_\_  
Rudy Durham, MAYOR

**ATTEST:**

\_\_\_\_\_  
Julie Heinze, CITY SECRETARY

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Lizbeth Plaster, CITY ATTORNEY

*Signature Page to Resolution Calling a Public Hearing—  
Lewisville Castle Hills Public Improvement District No. 7*

**EXHIBIT A**

SAP AMENDMENT AND ASSESSMENT ROLL

(See attached)

*A-1*

**EXHIBIT B**

NOTICE OF PUBLIC HEARING

(See attached)

*B-1*

DAVID  
TAUSSIG  
& ASSOCIATES, INC.

CITY OF LEWISVILLE  
PUBLIC IMPROVEMENT DISTRICT NO. 7  
(CASTLE HILLS)

**PUBLIC IMPROVEMENT DISTRICT  
SERVICE AND ASSESSMENT PLAN**

**SEPTEMBER \_\_, 2016**

Public Finance  
Public Private Partnerships  
Urban Economics

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**MCKINNEY, TEXAS  
NEWPORT BEACH,  
CALIFORNIA**

# TABLE OF CONTENTS

<b>SECTION</b>	<b>PAGE</b>
<b>I. INTRODUCTION .....</b>	<b>1</b>
<b>II. ANNUAL SERVICE PLAN UPDATE .....</b>	<b>2</b>
<b>III. ASSESSMENT PLAN.....</b>	<b>6</b>

EXHIBIT A – ASSESSMENT ROLL

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## I. INTRODUCTION

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The Castle Hills Public Improvement District No. 7 (the "PID") was created by the City Council of the City of Lewisville (the "City") by Resolution No. 03991-05-2013 (the "Resolution") on May 6, 2013 in accordance with the Public Improvement District Act, being Chapter 372 of the Texas Local Government Code (the "PID Act") to finance the costs of certain public improvements (the "Authorized Improvements") for the benefit of the property in the PID (the "Assessed Property"). The City subsequently adopted Resolution No. [REDACTED] on [REDACTED], 2015] which added 35 acres of land comprising the Castle Hills Phase IX subdivision, which includes one hundred seventy-seven (177) residential lots, to the PID. The addition of such land was pursuant to a petition received by the owners of the property and a consent to inclusion in the PID executed by the property owner. The PID is located in the extraterritorial jurisdiction of the City and contains approximately 261.394 acres of land, subdivided into three hundred and sixteen (316) residential lots and 222.3 acres of golf course and related clubhouse facilities.

A Service and Assessment Plan (the "Plan") was prepared at the direction of the City, identifying the Authorized Improvements and their estimated costs, the manner of assessing the property in the PID for the costs of the Authorized Improvements, and the indebtedness to be incurred. In addition, an assessment roll (the "Assessment Roll") was prepared identifying the assessments on each parcel of Assessed Property, based on the method of assessment identified in the Plan. Following a public hearing, the Plan was adopted by the City on May 19, 2014.

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## II. DEFINITIONS

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The terms **PID, City, Resolution, PID Act, Authorized Improvements, Plan, and Assessment Roll** all have the meanings set forth in the introduction hereof, and the following capitalized terms shall have the meanings provided below, unless otherwise defined or the context clearly requires otherwise. For purposes of this Public Improvement District Service and Assessment Plan, the words “shall” and “will” are mandatory, and the word “may” is permissive.

**“Annual Administrative Costs”** means annual costs incurred to administer the PID, including legal, consulting, notice and collection costs.

**“Annual Installment”** means, with respect to each Parcel, each annual payment of the Assessment, as shown on the Assessment Roll attached hereto, and calculated as provided in Section VI of this Service and Assessment Plan.

**“Annual Service and Assessment Plan Update”** means an annual update to the Service and Assessment Plan approved by the City pursuant to Section 372.013 of the PID Act.

**“Assessed Property”** means, for any year, Parcels within the PID upon which an Assessment has been levied.

**“Assessment”** means the assessment levied against a Parcel imposed pursuant to the Assessment Ordinance and the provisions herein, as shown on the Assessment Roll, subject to reallocation up the subdivision of such Parcel created by such subdivision or reduction according to the provisions herein and the PID Act.

**“Assessment Ordinance”** means Ordinance No. 4076-05-2014 approved by the City on May 19, 2014, approving the imposition of the Assessments.

**“Bonds”** mean all bonds secured by Assessments, issued by the City in one or more series.

**“Contract Revenues”** mean those revenues received by the City from District 1-C pursuant to the 2011 Joint Utility Contract and 2011 Joint Road Contract between the City and District 1-C, for the payment of debt service on the Bonds.

**“Delinquent Collection Costs”** mean interest, penalties, and expenses incurred or imposed with respect to any delinquent installments of an Assessment §372.018(f) of the PID Act and the costs related to pursuing collection of a delinquent Assessment and foreclosing the lien against the Assessed Property, including attorney’s fees to the extent permitted under Texas law.

**“Lot”** means a tract of land described as a lot in a subdivision plat recorded in the Official Public Records of Denton County, Texas.

**“Lot Type”** means the type of Lot for purposes of allocation of special benefit.

**“Non-Benefited Property”** means Parcels within the boundaries of the PID that accrue no special benefit from the Authorized Improvements. Properties identified as Non-Benefited Property at the time the Assessments (i) are imposed or (ii) are reallocated pursuant to a subdivision of a Parcel are not assessed. For Assessed Property converted to Non-Benefited Property, if the Assessments may not be reallocated pursuant to the Assessment Plan herein because it would cause other landowners to bear an increased assessment, such property remains subject to the Assessments and requires the Assessments to be prepaid as provided for the in the Service and Assessment Plan prior to conversion to Non-Benefited Property.

**“Parcel”** means a parcel identified by either a tax map identification number assigned by the Denton County Appraisal District for real property tax purposes or by lot and block number in a final subdivision plat recorded in the real property records of Denton County. Each Lot described herein is a separate Parcel.

**“PID Costs”** mean the actual or budgeted costs, as applicable, of all or any portion of the Authorized Improvements that provide a special benefit to the Assessed Property and are allocated to the PID.

**“Subdivision Plat”** means a subdivision plat recorded in the Official Public Records of Denton County, Texas and subdividing a tract of land within the PID into Lots for assessment and/or development purposes.

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### **III. SERVICE PLAN**

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The PID Act requires that the service plan define the annual projected PID Costs and indebtedness for the improvement projects undertaken within the PID. The service plan shall be reviewed and updated annually in the Annual Service and Assessment Plan Update for the purpose of determining the annual budget for improvements and to allow for the billing and collection of Annual Installments. Each Annual Service and Assessment Plan Update shall include an updated Assessment Roll and a calculation of the Annual installment for each Parcel.

The Authorized Improvements will be financed or reimbursed in part from the payment of the Assessments in periodic installments which, pursuant to Sections 372.017 and 372.018 of the PID Act, will bear interest and must (i) be in amounts necessary to meet the annual PID Costs for the improvements payable from Assessments and (ii) continue for a period necessary to retire the indebtedness on such improvements payable from Assessments. The remainder of the Authorized Improvements not financed or reimbursed from Assessments will be financed or reimbursed by Contract Revenues.

#### **A. PID BONDED INDEBTEDNESS**

On May 19, 2014, the City issued Combined Contract Revenue and Special Assessment bonds in the aggregate amount of \$2,765,000 (the "Series 2014 Bonds"). These included \$1,360,000 of Utility System Bonds (the "2014 Utility Bonds") and \$1,405,000 of Road System Bonds (the "2014 Road Bonds"). The Series 2014 Bonds are secured by the Contract Revenues and by Assessments levied, for the payment of debt service on the Bonds. Assessments have been levied in an amount equal to one percent (1%) of the total estimated principal amount of the bonds.

The sources and uses of funds for the Series 2014 Bonds are shown in Table II-1 on the following page.

<b>TABLE II-1</b>			
<b>PUBLIC IMPROVEMENT DISTRICT NO. 7 (CASTLE HILLS)</b>			
<b>SOURCES AND USES OF FUNDS SERIES 2014 BONDS</b>			
	<b>TOTAL</b>	<b>2014 UTILITY BONDS</b>	<b>2014 ROAD BONDS</b>
<b><u>SOURCES OF FUNDS</u></b>			
BONDS PROCEEDS	\$2,765,000.00	\$1,360,000.00	\$1,405,000.00
CASH ADVANCE FROM DEVELOPER TO DISTRICT 1-C	\$257,500.00	\$127,187.50	\$130,312.50
<b>TOTAL SOURCES OF FUNDS</b>	<b>\$3,022,500.00</b>	<b>\$1,487,187.50</b>	<b>\$1,535,312.50</b>
<b><u>USE OF FUNDS</u></b>			
IMPROVEMENT FUND	\$2,490,400.00	\$1,225,400.00	\$1,255,000.00
DEBT SERVICE RESERVE FUND	\$257,500.00	\$127,187.50	\$130,312.50
UNDERWRITER'S DISCOUNT	\$55,300.00	\$27,200.00	\$28,100.00
ISSUANCE COSTS	\$229,300.00	\$107,400.00	\$121,900.00
<b>TOTAL USES OF FUNDS</b>	<b>\$3,032,500.00</b>	<b>\$1,487,187.50</b>	<b>\$1,535,312.50</b>

The City anticipates the issuance of additional bonds in order to finance all, or a portion, of the Authorized Improvements (described below) that provide a special benefit to the assessed property within the PID. A five year projection of the anticipated phased issuance of PID bonds is shown in Table II-2.

<b>TABLE II-2</b> <b>PUBLIC IMPROVEMENT DISTRICT NO. 7</b> <b>(CASTLE HILLS)</b> <b>PROJECTED ANNUAL PID BOND ISSUANCE</b> <b>AND</b> <b>AGGREGATE INDEBTEDNESS</b>		
<b>YEAR</b>	<b>NEW INDEBTEDNESS</b>	<b>AGGREGATE INDEBTEDNESS</b>
2014	\$2,765,000	\$2,765,000
2015	\$0	\$2,765,000
2016	\$2,500,000	\$5,265,000
2017	\$2,335,000	\$7,600,000
2018	\$0	\$7,600,000
2019	\$0	\$7,600,000
<b>PROJECTED TOTAL</b>	<b>\$7,600,000</b>	<b>N/A</b>

**B. DESCRIPTION AND ESTIMATED COSTS OF AUTHORIZED IMPROVEMENTS**

The Authorized Improvements include the acquisition, construction, and/or design, engineering, and administration of the following improvements:

**1. WATER SYSTEM IMPROVEMENTS**

The water system improvements will consist of a water distribution system which benefits the PID, connecting to the Upper Trinity Regional Water District's water supply system.

**2. WASTEWATER IMPROVEMENTS**

The wastewater improvements will consist of a wastewater collection system which benefits the PID, connecting to the City's sanitary sewer collection and treatment system

**3. DRAINAGE FACILITIES**

The drainage improvements will consist of a stormwater drainage system which benefits the PID.

**4. STREETS AND ROADWAYS**

The street and roadway improvements will consist of streets or roadways and improvements thereto which benefit the PID, providing access to and through all property therein.

**5. ESTIMATED COSTS OF AUTHORIZED IMPROVEMENTS**

The estimated total costs of the Authorized Improvements is \$5,921,700. Table II-3 shows the estimated costs of the Authorized Improvements by category.

<b>TABLE II-3</b>	
<b>PUBLIC IMPROVEMENT DISTRICT NO. 7 (CASTLE HILLS)</b>	
<b>ESTIMATED COSTS OF AUTHORIZED IMPROVEMENT BY CATEGORY</b>	
<b>CATEGORY</b>	<b>ESTIMATED COST</b>
WATER FACILITIES	\$220,000
SEWER FACILITIES	\$203,500
DRAINAGE FACILITIES	\$1,820,500
STREET AND ROADWAY FACILITIES	\$3,417,700
DESIGN, ENGINEERING & ADMINISTRATION	\$260,000
<b>PROJECTED TOTAL EXPENDITURES</b>	<b>\$5,921,700</b>

The Authorized Improvements will be financed or reimbursed in part from the payment of the Assessments in periodic installments. The remainder of the Authorized Improvements not financed or reimbursed from Assessments will be financed or reimbursed by Contract Revenues through the issuance of Bonds.

Table II-4 shows the estimated sources and uses of the Bonds.

<b>TABLE II-4</b>			
<b>PUBLIC IMPROVEMENT DISTRICT No. 7 (CASTLE HILLS)</b>			
<b>ESTIMATED SOURCES AND USES OF FUNDS ALL AUTHORIZED IMPROVEMENTS</b>			
	<b>TOTAL</b>	<b>FUNDED BY PID ASSESSMENTS</b>	<b>FUNDED BY CONTRACT REVENUES</b>
<b><u>SOURCES OF FUNDS</u></b>			
UTILITY SYSTEM BOND PROCEEDS	\$3,050,000	\$30,500	\$3,019,500
ROAD SYSTEM BOND PROCEEDS	\$4,550,000	\$45,500	\$4,504,500
<b>TOTAL SOURCES OF FUNDS</b>	<b>\$7,600,000</b>	<b>\$76,000</b>	<b>\$7,524,000</b>
<b><u>USE OF FUNDS</u></b>			
<b><u>CONSTRUCTION COSTS:</u></b>			
CONSTRUCTION FUNDS: UTILITY	\$2,374,000	\$23,740	\$2,350,260
CONSTRUCTION FUNDS: ROAD	\$3,547,700	\$35,477	\$3,512,223
<b>SUB-TOTAL: ALL CONSTRUCTION FUNDS</b>	<b>\$5,921,700</b>	<b>\$59,217</b>	<b>\$5,862,483</b>
<b><u>NON-CONSTRUCTION COSTS:</u></b>			
LEGAL FEES	\$228,000	\$2,280	\$225,720
UNDERWRITER'S FEES	\$228,000	\$2,280	\$225,720
CAPITALIZED INTEREST	\$1,064,000	\$10,640	\$1,053,360
LOC FEES AND CREDIT ENHANCEMENTS	\$25,300	\$253	\$25,047
ORGANIZATION & ADDITIONAL ISSUANCE COSTS	\$133,000	\$1,330	\$131,670
<b>SUB-TOTAL: NON-CONSTRUCTION COSTS</b>	<b>\$1,678,300</b>	<b>\$16,783</b>	<b>\$1,661,517</b>
<b>TOTAL USES OF FUNDS</b>	<b>\$7,600,000</b>	<b>\$76,000</b>	<b>\$7,524,000</b>

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#### **IV. ASSESSMENT PLAN**

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Section 372.015 of the PID Act states that the governing body of the municipality shall apportion the cost of an improvement to be assessed against property in an improvement district, and the apportionment shall be made on the basis of special benefits accruing to the property because of the improvement. More specifically, the PID Act provides that the costs of the improvements may be assessed (i) equally per front foot or square foot; (ii) according to the value of the property as determined by the governing body, with or without regard to improvements on the property; or (iii) in any other manner that results in imposing equal shares of the cost on property similarly benefited.

##### **A. METHOD OF ASSESSMENT**

The City Council has determined that the PID Costs should be allocated to the Assessed Property on the basis of the benefit received by each Parcel, as reflected by the valuation methodology, without regard to which Authorized Improvements have been completed and installed, and that such method of allocation will result in the imposition of equal shares of the costs of the Authorized Improvements allocated to the PID on Parcels similarly benefited. In determining the relative value of Parcels, the City Council has taken into consideration (i) the type, size and number of lots and commercial parcels; (ii) current and projected home prices; (iii) the costs of the Authorized Improvements, and (iv) the ability of different property types to utilize and benefit from the Authorized Improvements.

Total Assessments in the amount of \$76,000 were levied on the original one hundred and thirty-five (135) Lot Type A residential lots and the original one (1) Lot Type B commercial lot pursuant to the Assessment Ordinance. The original Assessment for Lot Type A residential lots was \$500.00 per lot and the original Assessment for Lot Type B commercial lots was \$8,500.00 per lot. Fifty-seven (57) of the original one hundred and thirty-five Lot Type A residential lots have prepaid their Assessments at \$500.00 per lot, resulting in a total of \$28,500.00 in Assessments having been prepaid. Pursuant to this Service and Assessment Plan, the remaining \$47,500.00 in Assessments will be reallocated to (i) the remaining original seventy-eight (78) unpermitted Lot Type A residential lots, (ii) the original one unpermitted Lot Type B commercial lot, (iii) four (4) additional residential lots within the boundaries of the PID that benefit from the Authorized Improvements but were excluded from the original Assessment Roll, and (iv) the one hundred and seventy-seven (177) Castle Hills Phase IX subdivision residential lots added to the PID pursuant to Resolution No. [REDACTED] adopted by the City Council on [REDACTED], 2015]. As a result of the reallocation, the Assessment for Lot Type A residential property is \$162.89

per lot and the Assessment for Lot Type B commercial property is \$5,312.50 per lot<sup>1</sup>. The reallocation is shown in Table III-1 on the following page.

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<sup>1</sup> The original Assessment of \$8,500 for the one Lot Type B Commercial lot represents 11.18 percent of the total Assessments of \$76,000. Multiplying the remaining unpaid Assessments of \$47,500 by 11.88 percent results in a reallocated Assessment amount of \$5,312.50 for the one Lot Type B Commercial lot. Deducting the \$5,312.50 from the remaining unpaid Assessments of \$47,500 results in \$42,187.50 to be reallocated between the remaining 259 Lot Type A residential lots.

<b>TABLE III-1</b>			
<b>PUBLIC IMPROVEMENT DISTRICT NO. 7 (CASTLE HILLS)</b>			
<b>ASSESSMENT BY LOT TYPE</b>			
<b>LOT TYPE</b>	<b>LOTS</b>	<b>ASSESSMENT AMOUNT</b>	<b>TOTAL ASSESSMENTS</b>
<b>RESIDENTIAL:</b>			
LOT TYPE A – SINGLE FAMILY (PREPAID)	57	\$500.00	\$28,500.00
LOT TYPE A – SINGLE FAMILY (RESPREAD)	259	\$162.89	\$42,187.50
<b>COMMERCIAL:</b>			
LOT TYPE B – GOLF COURSE (PREPAID)	0	\$8,500.00	\$0.00
LOT TYPE B – GOLF COURSE (RESPREAD)	1	\$5,312.50	\$5,312.50
<b>TOTAL</b>	<b>317</b>	<b>N/A</b>	<b>\$76,000</b>

**B. TERMS OF THE ASSESSMENTS**

**1. AMOUNT OF ASSESSMENTS**

The Assessment for each Parcel is shown on the Assessment Roll, and no Assessment shall be changed except as authorized by this Service and Assessment Plan or the PID Act. The Assessments shall not exceed the amount required to repay the portion of the principal amount of the Bonds payable from Assessments and shall be collected with interest in an amount to pay a portion of the principal and interest on the Bonds.

**2. REDUCTION OF ASSESSMENTS**

If after all Authorized Improvements have been constructed and acquired the actual PID Costs are less than the PID Costs used to calculate the Assessments, resulting in excess Bond proceeds being available to redeem Bonds, then the Assessment for each Parcel shall be reduced by an equal percentage such that the sum of the resulting reduced Assessments for all Parcels equals the actual reduced PID Costs and such excess Bond proceeds shall be applied to redeem Bonds. The Assessments shall not be reduced to an amount less than the amount required to repay the portion of the outstanding Bonds secured by Assessments.

**3. REALLOCATION OF ASSESSMENTS FOR PARCELS LOCATED WITHIN THE PID**

**a. UPON SUBDIVISION PRIOR TO RECORDING OF SUBDIVISION PLAT**

Upon the subdivision of any Assessed Property without the recording of a Subdivision Plat, the Assessments shall be reallocated for the Assessed Property prior to the subdivision equally among the new subdivided Lots by dividing the outstanding principal amount of the Assessments for each Parcel existing prior to the subdivision among the newly created Parcels based on the Lot Type of the newly created parcel. Newly divided Parcels that are categorized as Lot Type A will bear the Lot Type A assessment and any Parcels categorized as Lot Type B will bear the Lot Type B per acre assessments. The Assessment on the newly divided Parcels shall not exceed the Assessment amount for the applicable Lot Type. The City will approve an updated Assessment Roll in the Annual Service and Assessment Plan Update each year showing the reallocation of assessments.

The calculation of the estimated number of Lots or acreage by Lot Type shall be confirmed by the City Council in the Annual Service and Assessment Plan Update. The estimate as confirmed shall be conclusive.

The reallocation of an Assessment for any Parcel may not exceed the Assessment prior to the reallocation and, to the extent the reallocation would exceed such amount, it shall be prepaid by such amount by the party requesting the subdivision of the Parcels. Any reallocation pursuant to this section shall be reflected in an Annual Service and Assessment Plan Update and Assessment Roll approved by the City Council.

**b. UPON SUBDIVISION BY A RECORDED SUBDIVISION PLAT**

Upon the subdivision of any Assessed Property by the recording of a Subdivision Plat, the Assessments shall be reallocated for the Assessed Property prior to the subdivision among the new subdivided Lots by dividing the outstanding principal amount of the Assessments for each Parcel existing prior to the subdivision among the newly created Parcels based on the Lot Type of the newly created parcel. Newly divided Parcels that are categorized as Lot Type A will bear the Lot Type A assessment and any Parcels categorized as Lot Type B will bear the Lot Type B per acre assessments. The City will approve an updated Assessment Roll in the Annual Service and Assessment Plan Update each year showing the reallocation of assessments.

The calculation of the estimated number of Lots or acreage by Lot Type shall be confirmed by the City Council in the Annual Service and Assessment Plan Update. The estimate as confirmed shall be conclusive. The reallocation of an Assessment for any Parcel may not exceed the Assessment prior to the reallocation and to the extent the reallocation would exceed such amount, it shall be prepaid by such amount by the party requesting the subdivision of the Parcels. Any reallocation pursuant to this section shall be reflected in the Annual Service and Assessment Plan Update and Assessment Roll approved by the City Council.

**c. UPON CONSOLIDATION**

Upon the consolidation of two or more Parcels, the Assessment for the consolidated Parcel shall be the sum of the Assessments for the Parcels prior to consolidation. The reallocation of an Assessment for an Assessed Property may not exceed the Assessment prior to the reallocation and to the extent the reallocation would exceed such amount, it shall be prepaid by such amount by the party requesting the consolidation of the Parcels. Any reallocation pursuant to this section shall be calculated and reflected in the Annual Service and Assessment Plan Update and Assessment Roll approved by the City Council.

**d. UPON CHANGE IN USE OR LOT TYPE**

Upon a change in land use from single-family residential to golf course and therefore from Lot Type A to Lot Type B for Assessed Property, the Assessments shall be reallocated for the Assessed Property upon the change in land use by increasing the total Assessment on the new Lot Type B lot created as a result of the change in use in an amount equal to, but not to exceed, the assessment for the amount of Lots converted from Lot Type A to Lot Type B and issuing an updated Assessment Roll showing the reallocation of Assessments. Any increase in the Lot Type B Assessment shall be prepaid by the party requesting the change in land use and therefore Lot Type. The number of Lot Type A Lots and total Assessment for each Lot Type will then be revised accordingly in the next Annual Service and Assessment Plan Update.

Upon a change in land use from golf course to single-family residential and therefore from Lot Type B to Lot Type A for Assessed Property, the Assessments shall be reallocated for the Assessed Property upon the change in land use by assessing each new Lot created as a result of the change in use an Assessment equal to, but not to exceed, the per lot assessment assessed for Lot Type A pursuant to the Plan and issuing an updated Assessment Roll showing the reallocation of Assessments. The

assessment for Lot Type B shall then be reduced by the amount of assessment reallocated on a per lot basis to Lot Type A. The number of Lot Type A Lots and total Assessment for each Lot Type will then be revised accordingly in the next Annual Service and Assessment Plan Update.

The calculation of the estimated number of Lots or acreage by Lot Type shall be confirmed by the City Council in an Annual Service and Assessment Plan Update. The estimate as confirmed shall be conclusive.

The reallocation of an Assessment for any Parcel may not exceed the Assessment prior to the reallocation and to the extent the reallocation of Assessments would cause the Assessment per lot to exceed the Lot Type A or Lot Type B per lot amount, the amount exceeding the Assessments prior to the change in land use or subdivision of the Parcel shall be prepaid by such amount by the party requesting the change in land use or subdivision of the Parcel. Any reallocation pursuant to this section shall be reflected in an Annual Service and Assessment Plan Update and Assessment Roll approved by the City Council.

## **C. PAYMENT OF ASSESSMENTS**

### **1. PAYMENT IN FULL OR IN PART**

Pursuant to the provision of Section 372.018(f) of the Act, an Assessment may be prepaid at any time by paying the unpaid amount of the Assessment plus the interest accrued and penalties that have been imposed prior to the date of payment of the Assessment. An Assessment must be prepaid in full at the time an owner of a lot subject to the Assessment applies for a building permit to construct a structure on such lot and prior to the issuance of a certificate of occupancy for such lot. The Assessments shall be billed for an annual payment (the "Annual Installment") in each year as reflected in the Assessment Roll.

If an Annual Installment has been billed prior to payment in full of an Assessment, the Annual Installment shall be due and payable and shall be credited against the payment-in-full amount.

Upon payment in full of an Assessment, the City shall deposit the payment in accordance with the Trust Agreement; whereupon, the Assessment shall be reduced to zero, and the owner's obligation to pay the Assessment and Annual Installments thereof shall automatically terminate.

Once an Assessment is paid in full, the City is hereby authorized to grant a release relating to the Parcel subject to the Assessment. The form of such release shall be as determined by the City to comply with state law and shall effectuate the release

of the City's lien on such Parcel subject to the Assessment upon payment in full of the Assessment.

## **2. PAYMENT IN ANNUAL INSTALLMENTS**

Any Assessment for a Parcel that is not paid in full will be collected in Annual Installments each year in the amounts shown in the Assessment Roll, which include interest on the outstanding Assessments. It is anticipated that the Denton County Tax Assessor/Collector or Denton County Fresh Water Supply District No. 1-A will bill and collect the annual installments on behalf of the City of Lewisville. Payment of the Annual Installments began with tax bills mailed in 2014.

Each Assessment shall bear interest of no more than the actual interest rate paid on the Bonds or, after issuance of multiple series of bonds, the interest on Assessments shall be calculated as a weighted average of the interest paid on the Bonds.

The Annual Installments as levied shall be reduced to equal the actual costs of repaying the Bonds attributable to repayment from Assessments, when issued, taking into consideration any other available funds for these costs, such as interest income on account balances.

The City or the Denton County Fresh Water Supply District No. 1A will invoice each owner of property for the installment payment at the same time as the City's annual property tax bill, and the installments shall be due and payable, and incur penalty and interest for unpaid installments in the same manner as provided for the City's property taxes. Thereafter, subsequent installments shall be due in the same manner in each succeeding calendar year until the assessment together with interest as provided herein has been paid in full. Failure of an owner to receive an Annual Installment on the property tax bill shall not relieve the owner of the responsibility for the assessment. Delinquent Assessments or installments shall incur Delinquent Collection Costs. The City may provide for other means of collecting the Annual Installments to the extent permitted under the PID Act.

Assessments are personal obligations of the person owning the property assessed in the year an Annual Installment payment becomes due, and only to the extent of such Annual Installment(s). Any sale of property for nonpayment of the Annual Installments shall be subject to the lien established for the remaining unpaid Annual Installments against such property and such property may again be sold at a judicial foreclosure sale if the purchaser thereof fails to make timely payment of the non-delinquent Annual Installments against such property as they become due and payable.

If a Parcel or portion thereof is transferred to a party that is exempt from the payment of the Assessment under applicable law, or if an owner causes a Parcel or portion thereof to become Non-Benefited Property, the owner of such Parcel or portion thereof shall pay to the District the full amount of the Assessment, plus all interest due thereon, for such Parcel or portion thereof prior to any such transfer or act.

If an Annual Installment has been billed prior to payment in full of an Assessment, the Annual Installment shall be due and payable and shall be credited against the payment-in-full amount. Upon payment in full of an Assessment and all interest on the Assessment to the date of payment in full, the City shall deposit the payment to a separate account whereupon, the Assessment shall be reduced to zero, and the owner's obligation to pay the Assessment and Annual Installments thereof shall automatically terminate. The principal amount of the Annual Installments may not exceed the principal amounts shown on the Assessment Roll as finally adopted by the City Council.

**EXHIBIT A**

**CITY OF LEWISVILLE  
PUBLIC IMPROVEMENT DISTRICT NO. 7  
(CASTLE HILLS)**

**ASSESSMENT ROLL**

CITY OF LEWISVILLE  
CASTLE HILLS PUBLIC IMPROVEMENT DISTRICT NO. 7

2016 ASSESSMENT ROLL

DCAD ID	LAND USE	PHASE	BLOCK	LOT	PERCENT IN PID 7	ADDRESS	ASSESSMENT CATEGORY	TOTAL	2016 UPDATED ASSESSMENT	PRINCIPAL PAID	OUTSTANDING PRINCIPAL	2016 ANNUAL INSTALLMENT	Interest Paid Through 9.1.14	Interest Paid Through 3.1.15	Interest Paid @ BP Date (DCFWS)	Interest Paid @ BP Date (DTA)	Building Permit Issue Date
561065	RESIDENTIAL	1	C	1	100%	620 The Lakes Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
561066	RESIDENTIAL	1	C	2	100%	630 The Lakes Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
561067	RESIDENTIAL	1	C	3	100%	640 The Lakes Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
561071	RESIDENTIAL	1	C	4	100%	700 English Channel Ln	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
561072	RESIDENTIAL	1	C	5	100%	710 English Channel Ln	LOT TYPE A	\$ 500.00	N/A	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	5/28/2014
561073	RESIDENTIAL	1	C	6	100%	720 English Channel Ln	LOT TYPE A	\$ 500.00	N/A	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	9/17/2014
561074	RESIDENTIAL	1	C	7	100%	730 English Channel Ln	LOT TYPE A	\$ 500.00	N/A	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	9/23/2014
561075	RESIDENTIAL	1	C	8	100%	740 English Channel Ln	LOT TYPE A	\$ 500.00	N/A	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	11/6/2014
561104	RESIDENTIAL	1	F	2	100%	731 The Lakes Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
561105	RESIDENTIAL	1	F	3	100%	721 The Lakes Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
561106	RESIDENTIAL	1	F	4	100%	711 The Lakes Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
561110	RESIDENTIAL	1	G	1	100%	661 The Lakes Blvd	LOT TYPE A	\$ 500.00	N/A	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	8/8/2014
561111	RESIDENTIAL	1	G	2	100%	651 The Lakes Blvd	LOT TYPE A	\$ 500.00	N/A	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	10/3/2014
561112	RESIDENTIAL	1	G	3	100%	641 The Lakes Blvd	LOT TYPE A	\$ 500.00	N/A	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	7/23/2014
561113	RESIDENTIAL	1	G	4	100%	631 The Lakes Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
561114	RESIDENTIAL	1	G	5	100%	621 The Lakes Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
561115	RESIDENTIAL	1	G	6	100%	600 Evelake Ct	LOT TYPE A	\$ 500.00	N/A	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	7/31/2014
561116	RESIDENTIAL	1	G	7	100%	610 Evelake Ct	LOT TYPE A	\$ 500.00	N/A	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	7/31/2014
561117	RESIDENTIAL	1	G	8	100%	620 Evelake Ct	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
647847	RESIDENTIAL	1	A	2a-2	100%	580 Evelake Ct	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
633984	RESIDENTIAL	2	D	12	100%	1040 The Lakes Blvd	LOT TYPE A	\$ 500.00	N/A	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	8/29/2014
633985	RESIDENTIAL	2	D	13	100%	1050 The Lakes Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
634002	RESIDENTIAL	2	F	11r	100%	751 Ontzlake Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
634003	RESIDENTIAL	2	F	12	100%	741 Ontzlake Dr	LOT TYPE A	\$ 500.00	N/A	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	7/23/2014
634004	RESIDENTIAL	2	F	13	100%	731 Ontzlake Dr	LOT TYPE A	\$ 500.00	N/A	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	6/2/2014
634005	RESIDENTIAL	2	F	14	100%	721 Ontzlake Dr	LOT TYPE A	\$ 500.00	N/A	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	7/31/2014
634015	RESIDENTIAL	2	F	5r	100%	741 Evelake Ct	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
634016	RESIDENTIAL	2	F	6	100%	731 Evelake Ct	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
634017	RESIDENTIAL	2	F	7	100%	721 Evelake Ct	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
634018	RESIDENTIAL	2	F	8	100%	711 Evelake Ct	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
634019	RESIDENTIAL	2	F	9	100%	701 Evelake Ct	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
650312	RESIDENTIAL	3	A	2	100%	601 Royal Minister Blvd	LOT TYPE A	\$ 500.00	N/A	\$ 500.00	\$ -	\$ -	\$ 10.80	\$ 16.20	\$ -	\$ 14.73	2/25/2015
650313	RESIDENTIAL	3	A	3	100%	605 Royal Minister Blvd	LOT TYPE A	\$ 500.00	N/A	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	6/17/2015
650314	RESIDENTIAL	3	A	4	100%	609 Royal Minister Blvd	LOT TYPE A	\$ 500.00	N/A	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	5/21/2015
650315	RESIDENTIAL	3	A	5	100%	613 Royal Minister Blvd	LOT TYPE A	\$ 500.00	N/A	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	6/17/2015
650316	RESIDENTIAL	3	A	6	100%	617 Royal Minister Blvd	LOT TYPE A	\$ 500.00	N/A	\$ 500.00	\$ -	\$ -	\$ 10.80	\$ 16.20	\$ 19.09	\$ -	8/11/2015
650317	RESIDENTIAL	3	A	7	100%	621 Royal Minister Blvd	LOT TYPE A	\$ 500.00	N/A	\$ 500.00	\$ -	\$ -	\$ 10.80	\$ 16.20	\$ -	\$ 11.00	11/25/2015
650318	RESIDENTIAL	3	A	8	100%	625 Royal Minister Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ 10.80	\$ 16.20	\$ -	\$ -	
650319	RESIDENTIAL	3	A	9	100%	629 Royal Minister Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ 10.80	\$ 16.20	\$ -	\$ -	
650320	RESIDENTIAL	3	A	10	100%	633 Royal Minister Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ 10.80	\$ 16.20	\$ -	\$ -	

CITY OF LEWISVILLE  
CASTLE HILLS PUBLIC IMPROVEMENT DISTRICT NO. 7

2016 ASSESSMENT ROLL

DCAD ID	LAND USE	PHASE	BLOCK	LOT	PERCENT IN PID 7	ADDRESS	ASSESSMENT CATEGORY	TOTAL	2016 UPDATED ASSESSMENT	PRINCIPAL PAID	OUTSTANDING PRINCIPAL	2016 ANNUAL INSTALLMENT	Interest Paid Through 9.1.14	Interest Paid Through 3.1.15	Interest Paid @ BP Date (DCFWS)	Interest Paid @ BP Date (DTA)	Building Permit Issue Date
650321	RESIDENTIAL	3	A	11	100%	637 Royal Minister Blvd	LOT TYPE A	\$ 500.00	N/A	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	4/23/2015
650322	RESIDENTIAL	3	A	12	100%	641 Royal Minister Blvd	LOT TYPE A	\$ 500.00	N/A	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	4/23/2015
650324	RESIDENTIAL	3	A	14	100%	701 Royal Minister Blvd	LOT TYPE A	\$ 500.00	N/A	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	4/23/2015
650325	RESIDENTIAL	3	A	15	100%	705 Royal Minister Blvd	LOT TYPE A	\$ 500.00	N/A	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	4/23/2015
650326	RESIDENTIAL	3	A	16	100%	709 Royal Minister Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ 10.80	\$ 16.20	\$ -	\$ -	
650327	RESIDENTIAL	3	A	17	100%	713 Royal Minister Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ 10.80	\$ 16.20	\$ -	\$ -	
650328	RESIDENTIAL	3	A	18	100%	717 Royal Minister Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ 10.80	\$ 16.20	\$ -	\$ -	
650329	RESIDENTIAL	3	A	19	100%	721 Royal Minister Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ 10.80	\$ 16.20	\$ -	\$ -	
650330	RESIDENTIAL	3	A	20	100%	725 Royal Minister Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ 10.80	\$ 16.20	\$ -	\$ -	
650331	RESIDENTIAL	3	A	21	100%	729 Royal Minister Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ 10.80	\$ 16.20	\$ -	\$ -	
650332	RESIDENTIAL	3	A	22	100%	733 Royal Minister Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ 10.80	\$ 16.20	\$ -	\$ -	
650333	RESIDENTIAL	3	A	23	100%	737 Royal Minister Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ 10.80	\$ 16.20	\$ -	\$ -	
650334	RESIDENTIAL	3	A	24	100%	801 Royal Minister Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ 10.80	\$ 16.20	\$ -	\$ -	
650335	RESIDENTIAL	3	A	25	100%	805 Royal Minister Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ 10.80	\$ 16.20	\$ -	\$ -	
650336	RESIDENTIAL	3	A	26	100%	809 Royal Minister Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ 10.80	\$ 16.20	\$ -	\$ -	
650337	RESIDENTIAL	3	A	27	100%	813 Royal Minister Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ 10.80	\$ 16.20	\$ -	\$ -	
650338	RESIDENTIAL	3	A	28	100%	817 Royal Minister Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ 10.80	\$ 16.20	\$ -	\$ -	
650340	RESIDENTIAL	3	B	1	100%	825 Royal Minister Blvd	LOT TYPE A	\$ 500.00	N/A	\$ 500.00	\$ -	\$ -	\$ 10.80	\$ 16.20	\$ -	14.73	2/25/2016
650341	RESIDENTIAL	3	B	2	100%	829 Royal Minister Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ 10.80	\$ 16.20	\$ -	\$ -	
650342	RESIDENTIAL	3	B	3	100%	833 Royal Minister Blvd	LOT TYPE A	\$ 500.00	N/A	\$ 500.00	\$ -	\$ -	\$ 10.80	\$ 16.20	\$ 7.84	\$ -	9/10/2015
650343	RESIDENTIAL	3	B	4	100%	837 Royal Minister Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ 10.80	\$ 16.20	\$ -	\$ -	
650344	RESIDENTIAL	3	B	5	100%	841 Royal Minister Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ 10.80	\$ 16.20	\$ -	\$ -	
650345	RESIDENTIAL	3	B	6	100%	901 Royal Minister Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ 10.80	\$ 16.20	\$ -	\$ -	
650346	RESIDENTIAL	3	B	7	100%	905 Royal Minister Blvd	LOT TYPE A	\$ 500.00	N/A	\$ 500.00	\$ -	\$ -	\$ 10.80	\$ 16.20	\$ -	11.95	12/18/2015
650347	RESIDENTIAL	3	B	8	100%	909 Royal Minister Blvd	LOT TYPE A	\$ 500.00	N/A	\$ 500.00	\$ -	\$ -	\$ 10.80	\$ 16.20	\$ 18.59	\$ -	7/29/2015
650348	RESIDENTIAL	3	B	9	100%	913 Royal Minister Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ 10.80	\$ 16.20	\$ -	\$ -	
650349	RESIDENTIAL	3	B	10	100%	917 Royal Minister Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ 10.80	\$ 16.20	\$ -	\$ -	
650350	RESIDENTIAL	3	B	11	100%	921 Royal Minister Blvd	LOT TYPE A	\$ 500.00	N/A	\$ 500.00	\$ -	\$ -	\$ 10.80	\$ 16.20	\$ -	11.87	12/16/2015
650351	RESIDENTIAL	3	B	12	100%	925 Royal Minister Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ 10.80	\$ 16.20	\$ -	\$ -	
650352	RESIDENTIAL	3	B	13	100%	929 Royal Minister Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ 10.80	\$ 16.20	\$ -	\$ -	
650353	RESIDENTIAL	3	B	14	100%	933 Royal Minister Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ 10.80	\$ 16.20	\$ -	\$ -	
650354	RESIDENTIAL	3	B	15	100%	937 Royal Minister Blvd	LOT TYPE A	\$ 500.00	N/A	\$ 500.00	\$ -	\$ -	\$ 10.80	\$ 16.20	\$ -	8.80	10/2/2015
650355	RESIDENTIAL	3	C	1	100%	1008 Royal Minister Blvd	LOT TYPE A	\$ 500.00	N/A	\$ 500.00	\$ -	\$ -	\$ 10.80	\$ 16.20	\$ 5.48	\$ -	7/13/2015
650356	RESIDENTIAL	3	C	2	100%	1004 Royal Minister Blvd	LOT TYPE A	\$ 500.00	N/A	\$ 500.00	\$ -	\$ -	\$ 10.80	\$ 16.20	\$ -	\$ -	5/19/2016
650357	RESIDENTIAL	3	C	3	100%	1000 Royal Minister Blvd	LOT TYPE A	\$ 500.00	N/A	\$ 500.00	\$ -	\$ -	\$ 10.80	\$ 16.20	\$ 18.88	\$ -	8/6/2015
650359	RESIDENTIAL	3	C	5	100%	932 Royal Minister Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ 10.80	\$ 16.20	\$ -	\$ -	
650360	RESIDENTIAL	3	C	6	100%	928 Royal Minister Blvd	LOT TYPE A	\$ 500.00	N/A	\$ 500.00	\$ -	\$ -	\$ 10.80	\$ 16.20	\$ -	9.83	10/27/2015
650361	RESIDENTIAL	3	C	7	100%	924 Royal Minister Blvd	LOT TYPE A	\$ 500.00	N/A	\$ 500.00	\$ -	\$ -	\$ 10.80	\$ 16.20	\$ 19.09	\$ -	8/11/2015
650362	RESIDENTIAL	3	C	8	100%	920 Royal Minister Blvd	LOT TYPE A	\$ 500.00	N/A	\$ 500.00	\$ -	\$ -	\$ 10.80	\$ 16.20	\$ 8.38	\$ -	9/23/2015
650363	RESIDENTIAL	3	C	9	100%	916 Royal Minister Blvd	LOT TYPE A	\$ 500.00	N/A	\$ 500.00	\$ -	\$ -	\$ 10.80	\$ 16.20	\$ -	10.12	11/4/2015

CITY OF LEWISVILLE  
CASTLE HILLS PUBLIC IMPROVEMENT DISTRICT NO. 7

2016 ASSESSMENT ROLL

DCAD ID	LAND USE	PHASE	BLOCK	LOT	PERCENT IN PID 7	ADDRESS	ASSESSMENT CATEGORY	TOTAL	2016 UPDATED ASSESSMENT	PRINCIPAL PAID	OUTSTANDING PRINCIPAL	2016 ANNUAL INSTALLMENT	Interest Paid Through 9.1.14	Interest Paid Through 3.1.15	Interest Paid @ BP Date (DCFWS)	Interest Paid @ BP Date (DTA)	Building Permit Issue Date
650364	RESIDENTIAL	3	C	10	100%	912 Royal Minister Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ 10.80	\$ 16.20	\$ -	\$ -	
650365	RESIDENTIAL	3	C	11	100%	908 Royal Minister Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ 10.80	\$ 16.20	\$ -	\$ -	
650366	RESIDENTIAL	3	C	12	100%	904 Royal Minister Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ 10.80	\$ 16.20	\$ -	\$ -	
650367	RESIDENTIAL	3	C	13	100%	910 Fir Forrest Drive	LOT TYPE A	\$ 500.00	N/A	\$ 500.00	\$ -	\$ -	\$ 10.80	\$ 16.20	\$ -	\$ -	5/13/2016
650368	RESIDENTIAL	3	C	14	100%	900 Fir Forrest Drive	LOT TYPE A	\$ 500.00	N/A	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ 6.14	\$ -	7/29/2015
650369	RESIDENTIAL	3	D	1	100%	840 Royal Minister Blvd	LOT TYPE A	\$ 500.00	N/A	\$ 500.00	\$ -	\$ -	\$ 10.80	\$ 16.20	\$ -	\$ -	4/29/2016
650370	RESIDENTIAL	3	D	2	100%	836 Royal Minister Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ 10.80	\$ 16.20	\$ -	\$ -	
650371	RESIDENTIAL	3	D	3	100%	832 Royal Minister Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ 10.80	\$ 16.20	\$ -	\$ -	
650372	RESIDENTIAL	3	D	4	100%	828 Royal Minister Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ 10.80	\$ 16.20	\$ -	\$ -	
650373	RESIDENTIAL	3	D	5	100%	824 Royal Minister Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ 10.80	\$ 16.20	\$ -	\$ -	
650374	RESIDENTIAL	3	D	6	100%	820 Royal Minister Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ 10.80	\$ 16.20	\$ -	\$ -	
650375	RESIDENTIAL	3	D	7	100%	816 Royal Minister Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ 10.80	\$ 16.20	\$ -	\$ -	
650376	RESIDENTIAL	3	D	8	100%	812 Royal Minister Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ 10.80	\$ 16.20	\$ -	\$ -	
650377	RESIDENTIAL	3	D	9	100%	808 Royal Minister Blvd	LOT TYPE A	\$ 500.00	N/A	\$ 500.00	\$ -	\$ -	\$ 10.80	\$ 16.20	\$ -	\$ 11.00	11/25/2015
650378	RESIDENTIAL	3	D	10	100%	804 Royal Minister Blvd	LOT TYPE A	\$ 500.00	N/A	\$ 500.00	\$ -	\$ -	\$ 10.80	\$ 16.20	\$ -	\$ -	4/29/2016
650379	RESIDENTIAL	3	D	11	100%	801 Fir Forrest Drive	LOT TYPE A	\$ 500.00	N/A	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	5/27/2015
650380	RESIDENTIAL	3	D	12	100%	805 Fir Forrest Drive	LOT TYPE A	\$ 500.00	N/A	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	5/5/2015
650381	RESIDENTIAL	3	D	13	100%	809 Fir Forrest Drive	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ 10.80	\$ 16.20	\$ -	\$ -	
650382	RESIDENTIAL	3	D	14	100%	813 Fir Forrest Drive	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ 10.80	\$ 16.20	\$ -	\$ -	
650383	RESIDENTIAL	3	D	15	100%	817 Fir Forrest Drive	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ 10.80	\$ 16.20	\$ -	\$ -	
650384	RESIDENTIAL	3	D	16	100%	821 Fir Forrest Drive	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ 10.80	\$ 16.20	\$ -	\$ -	
650385	RESIDENTIAL	3	D	17	100%	825 Fir Forrest Drive	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ 10.80	\$ 16.20	\$ -	\$ -	
650386	RESIDENTIAL	3	D	18	100%	829 Fir Forrest Drive	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ 10.80	\$ 16.20	\$ -	\$ -	
650387	RESIDENTIAL	3	D	19	100%	833 Fir Forrest Drive	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ 10.80	\$ 16.20	\$ -	\$ -	
650388	RESIDENTIAL	3	D	20	100%	837 Fir Forrest Drive	LOT TYPE A	\$ 500.00	N/A	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	7/13/2015
650389	RESIDENTIAL	3	D	21	100%	841 Fir Forrest Drive	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ 10.80	\$ 16.20	\$ -	\$ -	
650390	RESIDENTIAL	3	E	1	100%	736 Royal Minister Blvd	LOT TYPE A	\$ 500.00	N/A	\$ 500.00	\$ -	\$ -	\$ 10.80	\$ 16.20	\$ -	\$ 10.50	11/13/2015
650391	RESIDENTIAL	3	E	2	100%	732 Royal Minister Blvd	LOT TYPE A	\$ 500.00	N/A	\$ 500.00	\$ -	\$ -	\$ 10.80	\$ 16.20	\$ 19.38	\$ -	8/18/2015
650392	RESIDENTIAL	3	E	3	100%	728 Royal Minister Blvd	LOT TYPE A	\$ 500.00	N/A	\$ 500.00	\$ -	\$ -	\$ 10.80	\$ 16.20	\$ -	\$ 9.96	10/30/2015
650393	RESIDENTIAL	3	E	4	100%	720 Royal Minister Blvd	LOT TYPE A	\$ 500.00	N/A	\$ 500.00	\$ -	\$ -	\$ 10.80	\$ 16.20	\$ 7.84	\$ -	9/10/2015
650394	RESIDENTIAL	3	E	5	100%	716 Royal Minister Blvd	LOT TYPE A	\$ 500.00	N/A	\$ 500.00	\$ -	\$ -	\$ 10.80	\$ 16.20	\$ -	\$ -	5/5/2016
650395	RESIDENTIAL	3	E	6	100%	712 Royal Minister Blvd	LOT TYPE A	\$ 500.00	N/A	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	6/17/2015
650396	RESIDENTIAL	3	E	7	100%	708 Royal Minister Blvd	LOT TYPE A	\$ 500.00	N/A	\$ 500.00	\$ -	\$ -	\$ 10.80	\$ 16.20	\$ -	\$ -	4/29/2016
650397	RESIDENTIAL	3	E	8	100%	704 Royal Minister Blvd	LOT TYPE A	\$ 500.00	N/A	\$ 500.00	\$ -	\$ -	\$ 10.80	\$ 16.20	\$ -	\$ 11.00	11/25/2015
650398	RESIDENTIAL	3	E	9	100%	700 Royal Minister Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ 10.80	\$ 16.20	\$ -	\$ -	
650399	RESIDENTIAL	3	E	10	100%	648 Royal Minister Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ 10.80	\$ 16.20	\$ -	\$ -	
650400	RESIDENTIAL	3	E	11	100%	644 Royal Minister Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ 10.80	\$ 16.20	\$ -	\$ -	
650401	RESIDENTIAL	3	E	12	100%	640 Royal Minister Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ 10.80	\$ 16.20	\$ -	\$ -	
650402	RESIDENTIAL	3	E	13	100%	636 Royal Minister Blvd	LOT TYPE A	\$ 500.00	N/A	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	7/13/2015
650403	RESIDENTIAL	3	E	14	100%	632 Royal Minister Blvd	LOT TYPE A	\$ 500.00	N/A	\$ 500.00	\$ -	\$ -	\$ 10.80	\$ 16.20	\$ -	\$ -	4/25/2016

CITY OF LEWISVILLE  
CASTLE HILLS PUBLIC IMPROVEMENT DISTRICT NO. 7

2016 ASSESSMENT ROLL

DCAD ID	LAND USE	PHASE	BLOCK	LOT	PERCENT IN PID 7	ADDRESS	ASSESSMENT CATEGORY	TOTAL	2016 UPDATED ASSESSMENT	PRINCIPAL PAID	OUTSTANDING PRINCIPAL	2016 ANNUAL INSTALLMENT	Interest Paid Through 9.1.14	Interest Paid Through 3.1.15	Interest Paid @ BP Date (DCFWS)	Interest Paid @ BP Date (DTA)	Building Permit Issue Date
650404	RESIDENTIAL	3	E	15	100%	628 Royal Minister Blvd	LOT TYPE A	\$ 500.00	N/A	\$ 500.00	\$ -	\$ -	\$ 10.80	\$ 16.20	\$ -	\$ -	3/15/2016
650405	RESIDENTIAL	3	E	16	100%	624 Royal Minister Blvd	LOT TYPE A	\$ 500.00	N/A	\$ 500.00	\$ -	\$ -	\$ 10.80	\$ 16.20	\$ -	\$ 14.32	2/15/2016
650406	RESIDENTIAL	3	E	17	100%	616 Royal Minister Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ 10.80	\$ 16.20	\$ -	\$ -	
650407	RESIDENTIAL	3	E	18	100%	612 Royal Minister Blvd	LOT TYPE A	\$ 500.00	N/A	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	7/13/2015
671649	RESIDENTIAL	9	A	2	100%	1400 Elsa Ave	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671629	RESIDENTIAL	9	A	5	100%	2401 Damsel Eve Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671630	RESIDENTIAL	9	A	6	100%	2409 Damsel Eve Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671631	RESIDENTIAL	9	A	7	100%	2413 Damsel Eve Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671632	RESIDENTIAL	9	A	8	100%	2417 Damsel Eve Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671633	RESIDENTIAL	9	A	9	100%	2421 Damsel Eve Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671634	RESIDENTIAL	9	A	10	100%	2425 Damsel Eve Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671635	RESIDENTIAL	9	A	11	100%	2429 Damsel Eve Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671636	RESIDENTIAL	9	A	12	100%	2433 Damsel Eve Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671637	RESIDENTIAL	9	A	13	100%	2441 Damsel Eve Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671638	RESIDENTIAL	9	A	14	100%	2501 Damsel Eve Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671639	RESIDENTIAL	9	A	15	100%	2505 Damsel Eve Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671640	RESIDENTIAL	9	A	16	100%	2509 Damsel Eve Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671641	RESIDENTIAL	9	A	17	100%	2513 Damsel Eve Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671642	RESIDENTIAL	9	A	18	100%	2517 Damsel Eve Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671643	RESIDENTIAL	9	A	19	100%	2521 Damsel Eve Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671644	RESIDENTIAL	9	A	20	100%	2525 Damsel Eve Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671645	RESIDENTIAL	9	A	21	100%	2529 Damsel Eve Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671646	RESIDENTIAL	9	A	22	100%	2533 Damsel Eve Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671647	RESIDENTIAL	9	A	23	100%	2537 Damsel Eve Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671652	RESIDENTIAL	9	A	25	100%	1301 Livy Ln	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671653	RESIDENTIAL	9	A	26	100%	1305 Livy Ln	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671654	RESIDENTIAL	9	A	27	100%	1309 Livy Ln	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671655	RESIDENTIAL	9	A	28	100%	1313 Livy Ln	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671656	RESIDENTIAL	9	A	29	100%	1317 Livy Ln	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671657	RESIDENTIAL	9	A	30	100%	1321 Livy Ln	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671658	RESIDENTIAL	9	A	31	100%	1401 Livy Ln	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671659	RESIDENTIAL	9	A	32	100%	1405 Livy Ln	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671660	RESIDENTIAL	9	A	33	100%	1409 Livy Ln	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671661	RESIDENTIAL	9	A	34	100%	1413 Livy Ln	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671662	RESIDENTIAL	9	A	35	100%	1417 Livy Ln	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671663	RESIDENTIAL	9	A	36	100%	1501 Livy Ln	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671664	RESIDENTIAL	9	A	37	100%	1505 Livy Ln	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671665	RESIDENTIAL	9	A	38	100%	1509 Livy Ln	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671666	RESIDENTIAL	9	A	39	100%	1513 Livy Ln	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671667	RESIDENTIAL	9	A	40	100%	1517 Livy Ln	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	

CITY OF LEWISVILLE  
CASTLE HILLS PUBLIC IMPROVEMENT DISTRICT NO. 7

2016 ASSESSMENT ROLL

DCAD ID	LAND USE	PHASE	BLOCK	LOT	PERCENT IN PID 7	ADDRESS	ASSESSMENT CATEGORY	TOTAL	2016 UPDATED ASSESSMENT	PRINCIPAL PAID	OUTSTANDING PRINCIPAL	2016 ANNUAL INSTALLMENT	Interest Paid Through 9.1.14	Interest Paid Through 3.1.15	Interest Paid @ BP Date (DCFWS)	Interest Paid @ BP Date (DTA)	Building Permit Issue Date
671669	RESIDENTIAL	9	A	42	100%	2536 Saffire Way	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671670	RESIDENTIAL	9	A	43	100%	2532 Saffire Way	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671671	RESIDENTIAL	9	A	44	100%	2528 Saffire Way	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671672	RESIDENTIAL	9	A	45	100%	2524 Saffire Way	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671673	RESIDENTIAL	9	A	46	100%	2520 Saffire Way	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671674	RESIDENTIAL	9	A	47	100%	2516 Saffire Way	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671675	RESIDENTIAL	9	A	48	100%	2512 Saffire Way	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671676	RESIDENTIAL	9	A	49	100%	2508 Saffire Way	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671677	RESIDENTIAL	9	A	50	100%	2504 Saffire Way	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671679	RESIDENTIAL	9	B	1	100%	2400 Damsel Eve Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671680	RESIDENTIAL	9	B	2	100%	2404 Damsel Eve Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671681	RESIDENTIAL	9	B	3	100%	2408 Damsel Eve Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671682	RESIDENTIAL	9	B	4	100%	2412 Damsel Eve Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671683	RESIDENTIAL	9	B	5	100%	2416 Damsel Eve Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671684	RESIDENTIAL	9	B	6	100%	2420 Damsel Eve Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671685	RESIDENTIAL	9	B	7	100%	2424 Damsel Eve Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671686	RESIDENTIAL	9	B	8	100%	2428 Damsel Eve Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671687	RESIDENTIAL	9	B	9	100%	2432 Damsel Eve Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671688	RESIDENTIAL	9	B	10	100%	2440 Damsel Eve Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671689	RESIDENTIAL	9	B	11	100%	2500 Damsel Eve Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671691	RESIDENTIAL	9	B	13	100%	2504 Damsel Eve Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671692	RESIDENTIAL	9	B	14	100%	2508 Damsel Eve Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671693	RESIDENTIAL	9	B	15	100%	2512 Damsel Eve Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671694	RESIDENTIAL	9	B	16	100%	2516 Damsel Eve Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671695	RESIDENTIAL	9	B	17	100%	2520 Damsel Eve Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671696	RESIDENTIAL	9	B	18	100%	2524 Damsel Eve Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671697	RESIDENTIAL	9	B	19	100%	2528 Damsel Eve Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671698	RESIDENTIAL	9	B	20	100%	2532 Damsel Eve Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671699	RESIDENTIAL	9	B	21	100%	2533 Olive Branch Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671700	RESIDENTIAL	9	B	22	100%	2529 Olive Branch Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671701	RESIDENTIAL	9	B	23	100%	2525 Olive Branch Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671702	RESIDENTIAL	9	B	24	100%	2521 Olive Branch Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671703	RESIDENTIAL	9	B	25	100%	2517 Olive Branch Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671704	RESIDENTIAL	9	B	26	100%	2513 Olive Branch Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671705	RESIDENTIAL	9	B	27	100%	2509 Olive Branch Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671706	RESIDENTIAL	9	B	28	100%	2505 Olive Branch Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671708	RESIDENTIAL	9	B	30	100%	2501 Olive Branch Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671709	RESIDENTIAL	9	B	31	100%	2437 Olive Branch Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671710	RESIDENTIAL	9	B	32	100%	2433 Olive Branch Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671711	RESIDENTIAL	9	B	33	100%	2429 Olive Branch Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	

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671712	RESIDENTIAL	9	B	34	100%	2425 Olive Branch Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671713	RESIDENTIAL	9	B	35	100%	2421 Olive Branch Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671714	RESIDENTIAL	9	B	36	100%	2417 Olive Branch Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671715	RESIDENTIAL	9	B	37	100%	2413 Olive Branch Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671716	RESIDENTIAL	9	B	38	100%	2409 Olive Branch Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671717	RESIDENTIAL	9	B	39	100%	2405 Olive Branch Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671718	RESIDENTIAL	9	B	40	100%	2401 Olive Branch Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671719	RESIDENTIAL	9	C	1	100%	2400 Olive Branch Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671720	RESIDENTIAL	9	C	2	100%	2404 Olive Branch Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671721	RESIDENTIAL	9	C	3	100%	2408 Olive Branch Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671722	RESIDENTIAL	9	C	4	100%	2412 Olive Branch Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671723	RESIDENTIAL	9	C	5	100%	2416 Olive Branch Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671724	RESIDENTIAL	9	C	6	100%	2420 Olive Branch Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671725	RESIDENTIAL	9	C	7	100%	2424 Olive Branch Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671726	RESIDENTIAL	9	C	8	100%	2428 Olive Branch Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671727	RESIDENTIAL	9	C	9	100%	2432 Olive Branch Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671728	RESIDENTIAL	9	C	10	100%	2436 Olive Branch Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671730	RESIDENTIAL	9	C	12	100%	2500 Olive Branch Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671731	RESIDENTIAL	9	C	13	100%	2504 Olive Branch Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671732	RESIDENTIAL	9	C	14	100%	2508 Olive Branch Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671733	RESIDENTIAL	9	C	15	100%	2512 Olive Branch Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671734	RESIDENTIAL	9	C	16	100%	2516 Olive Branch Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671735	RESIDENTIAL	9	C	17	100%	2520 Olive Branch Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671736	RESIDENTIAL	9	C	18	100%	2524 Olive Branch Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671737	RESIDENTIAL	9	C	19	100%	2528 Olive Branch Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671738	RESIDENTIAL	9	C	20	100%	2532 Olive Branch Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671739	RESIDENTIAL	9	C	21	100%	2533 Hunters Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671740	RESIDENTIAL	9	C	22	100%	2529 Hunters Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671741	RESIDENTIAL	9	C	23	100%	2525 Hunters Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671742	RESIDENTIAL	9	C	24	100%	2521 Hunters Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671743	RESIDENTIAL	9	C	25	100%	2517 Hunters Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671744	RESIDENTIAL	9	C	26	100%	2513 Hunters Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671745	RESIDENTIAL	9	C	27	100%	2509 Hunters Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671746	RESIDENTIAL	9	C	28	100%	2505 Hunters Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671747	RESIDENTIAL	9	C	29	100%	2501 Hunters Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671749	RESIDENTIAL	9	C	31	100%	2437 Hunters Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671750	RESIDENTIAL	9	C	32	100%	2433 Hunters Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671751	RESIDENTIAL	9	C	33	100%	2429 Hunters Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671752	RESIDENTIAL	9	C	34	100%	2425 Hunters Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671753	RESIDENTIAL	9	C	35	100%	2421 Hunters Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	

CITY OF LEWISVILLE  
CASTLE HILLS PUBLIC IMPROVEMENT DISTRICT NO. 7

2016 ASSESSMENT ROLL

DCAD ID	LAND USE	PHASE	BLOCK	LOT	PERCENT IN PID 7	ADDRESS	ASSESSMENT CATEGORY	TOTAL	2016 UPDATED ASSESSMENT	PRINCIPAL PAID	OUTSTANDING PRINCIPAL	2016 ANNUAL INSTALLMENT	Interest Paid Through 9.1.14	Interest Paid Through 3.1.15	Interest Paid @ BP Date (DCFWS)	Interest Paid @ BP Date (DTA)	Building Permit Issue Date
671754	RESIDENTIAL	9	C	36	100%	2417 Hunters Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671755	RESIDENTIAL	9	C	37	100%	2413 Hunters Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671756	RESIDENTIAL	9	C	38	100%	2409 Hunters Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671757	RESIDENTIAL	9	C	39	100%	2405 Hunters Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671758	RESIDENTIAL	9	C	40	100%	2401 Hunters Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671782	RESIDENTIAL	9	D	1	100%	2400 Hunters Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671783	RESIDENTIAL	9	D	2	100%	2404 Hunters Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671784	RESIDENTIAL	9	D	3	100%	2408 Hunters Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671785	RESIDENTIAL	9	D	4	100%	2412 Hunters Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671786	RESIDENTIAL	9	D	5	100%	2416 Hunters Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671787	RESIDENTIAL	9	D	6	100%	2420 Hunters Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671788	RESIDENTIAL	9	D	7	100%	2424 Hunters Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671789	RESIDENTIAL	9	D	8	100%	2428 Hunters Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671790	RESIDENTIAL	9	D	9	100%	2432 Hunters Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671791	RESIDENTIAL	9	D	10	100%	2436 Hunters Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671792	RESIDENTIAL	9	D	11	100%	2500 Hunters Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671794	RESIDENTIAL	9	D	13	100%	2504 Hunters Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671795	RESIDENTIAL	9	D	14	100%	2508 Hunters Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671796	RESIDENTIAL	9	D	15	100%	2512 Hunters Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671797	RESIDENTIAL	9	D	16	100%	2516 Hunters Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671798	RESIDENTIAL	9	D	17	100%	2520 Hunters Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671799	RESIDENTIAL	9	D	18	100%	2524 Hunters Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671800	RESIDENTIAL	9	D	19	100%	2528 Hunters Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671801	RESIDENTIAL	9	D	20	100%	2532 Hunters Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671802	RESIDENTIAL	9	D	21	100%	2529 Saffire Way	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671803	RESIDENTIAL	9	D	22	100%	2525 Saffire Way	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671804	RESIDENTIAL	9	D	23	100%	2521 Saffire Way	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671805	RESIDENTIAL	9	D	24	100%	2517 Saffire Way	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671806	RESIDENTIAL	9	D	25	100%	2513 Saffire Way	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671807	RESIDENTIAL	9	D	26	100%	2509 Saffire Way	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671808	RESIDENTIAL	9	D	27	100%	2505 Saffire Way	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671809	RESIDENTIAL	9	D	28	100%	2501 Saffire Way	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671811	RESIDENTIAL	9	D	30	100%	2445 Saffire Way	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671812	RESIDENTIAL	9	D	31	100%	2441 Saffire Way	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671813	RESIDENTIAL	9	D	32	100%	2437 Saffire Way	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671814	RESIDENTIAL	9	D	33	100%	2433 Saffire Way	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671815	RESIDENTIAL	9	D	34	100%	2429 Saffire Way	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671816	RESIDENTIAL	9	D	35	100%	2425 Saffire Way	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671817	RESIDENTIAL	9	D	36	100%	2421 Saffire Way	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	
671818	RESIDENTIAL	9	D	37	100%	2417 Saffire Way	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -	

CITY OF LEWISVILLE  
CASTLE HILLS PUBLIC IMPROVEMENT DISTRICT NO. 7

2016 ASSESSMENT ROLL

DCAD ID	LAND USE	PHASE	BLOCK	LOT	PERCENT IN PID 7	ADDRESS	ASSESSMENT CATEGORY	TOTAL	2016 UPDATED ASSESSMENT	PRINCIPAL PAID	OUTSTANDING PRINCIPAL	2016 ANNUAL INSTALLMENT	Interest Paid Through 9.1.14	Interest Paid Through 3.1.15	Interest Paid @ BP Date (DCFWS)	Interest Paid @ BP Date (DTA)	Building Permit Issue Date	
671819	RESIDENTIAL	9	D	38	100%	2413 Saffire Way	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -		
671820	RESIDENTIAL	9	D	39	100%	2409 Saffire Way	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -		
671821	RESIDENTIAL	9	D	40	100%	2405 Saffire Way	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -		
671761	RESIDENTIAL	9	E	2	100%	2440 Saffire Way	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -		
671762	RESIDENTIAL	9	E	3	100%	2436 Saffire Way	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -		
671763	RESIDENTIAL	9	E	4	100%	2432 Saffire Way	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -		
671764	RESIDENTIAL	9	E	5	100%	2428 Saffire Way	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -		
671765	RESIDENTIAL	9	E	6	100%	2424 Saffire Way	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -		
671766	RESIDENTIAL	9	E	7	100%	2420 Saffire Way	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -		
671767	RESIDENTIAL	9	E	8	100%	2416 Saffire Way	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -		
671768	RESIDENTIAL	9	E	9	100%	2412 Saffire Way	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -		
671769	RESIDENTIAL	9	E	10	100%	2408 Saffire Way	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -		
671770	RESIDENTIAL	9	E	11	100%	2404 Saffire Way	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -		
671771	RESIDENTIAL	9	E	12	100%	2400 Saffire Way	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -		
671773	RESIDENTIAL	9	E	14	100%	1516 Elsa Ave	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -		
671774	RESIDENTIAL	9	E	15	100%	1512 Elsa Ave	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -		
671775	RESIDENTIAL	9	E	16	100%	1508 Elsa Ave	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -		
671776	RESIDENTIAL	9	E	17	100%	1504 Elsa Ave	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -		
671777	RESIDENTIAL	9	E	18	100%	1500 Elsa Ave	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -		
671778	RESIDENTIAL	9	E	19	100%	1416 Elsa Ave	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -		
671779	RESIDENTIAL	9	E	20	100%	1412 Elsa Ave	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -		
561076	RESIDENTIAL	2	C	9	60%	750 English Channel Ln Tx	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -		
633983	RESIDENTIAL	2	D	11	63%	1030 The Lakes Blvd Tx	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -		
561098	RESIDENTIAL	2	E	11	95%	930 Ontzlake Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -		
561099	RESIDENTIAL	2	E	12	85%	920 Ontzlake Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -		
561100	RESIDENTIAL	2	E	13	76%	910 Ontzlake Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -		
561101	RESIDENTIAL	2	E	14	72%	900 Ontzlake Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -		
633997	RESIDENTIAL	2	E	15R	75%	840 Ontzlake Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -		
633998	RESIDENTIAL	2	E	16	75%	830 Ontzlake Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -		
633999	RESIDENTIAL	2	E	17	78%	820 Ontzlake Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -		
634000	RESIDENTIAL	2	E	18	81%	810 Ontzlake Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -		
634001	RESIDENTIAL	2	E	19	81%	800 Ontzlake Dr	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -		
561085	RESIDENTIAL	2	D	7	8%	960 The Lakes Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -		
633980	RESIDENTIAL	2	D	8R	76%	1000 The Lakes Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -		
633981	RESIDENTIAL	2	D	9	90%	1010 The Lakes Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -		
633982	RESIDENTIAL	2	D	10	77%	1020 The Lakes Blvd	LOT TYPE A (RESPREAD)	\$ 162.89	\$ 162.89	\$ -	\$ 162.89	\$ 10.18	\$ -	\$ -	\$ -	\$ -		
647846	COMMERCIAL		A	2a-1	100%	CLUB HOUSE	LOT TYPE B	\$ 5,312.50	\$ 5,312.50	\$ -	\$ 5,312.50	\$ 332.03	\$ -	\$ -	\$ -	\$ -		
GRAND TOTAL								\$ 76,000.00	\$ 47,500.00	\$ 28,500.00	\$ 47,500.00	\$ 2,968.75	\$ 853.20	\$ 1,279.80	\$ 130.71	\$ 149.81		
RESIDENTIAL TOTAL								\$ 70,687.50	\$ 42,187.50	\$ 28,500.00	\$ 42,187.50	\$ 2,636.72						
COMMERCIAL TOTAL								\$ 5,312.50	\$ 5,312.50	\$ -	\$ 5,312.50	\$ 332.03						

CITY OF LEWISVILLE  
NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN THAT a public hearing will be conducted by the City Council of the City of Lewisville, Texas on the 3rd day of October, 2016 at 7:00 p.m. at City Hall, 151 W. Church St., Lewisville, Texas 75057. The public hearing will be held to consider proposed assessments to be levied against the assessable property in Lewisville Castle Hills Public Improvement District No. 7 (the "PID"), including lands added to the PID, pursuant to the provisions of Chapter 372 of the Texas Local Government Code, as amended.

General Nature of the Authorized Improvements: The general nature of the proposed public improvements to be provided by the District, in phases, is the (i) acquisition, construction and improvement of water, wastewater or drainage facilities and improvements; (ii) acquiring, constructing, improving, widening, narrowing, closing or rerouting streets, roadways or their rights-of-way; (iii) acquisition, by purchase or otherwise, of real property or contract rights in connection with each authorized improvement; and (iv) payment of expenses incurred in the establishment, administration and operation of the District and the costs of issuance or credit enhancement of any bonds issued by or on behalf of the District.

The estimated cost to design, acquire and construct the Authorized Improvements for the PID is \$7,600,000. The estimated costs of the Authorized Improvement have not increased as a result of adding lands to the boundary of the PID and the assessments on property located within the PID will be redistributed to reflect prior prepayments and current benefits of the Authorized Improvements on property within the PID.

The boundary of the PID is described generally in Exhibit A below.

All written or oral objections will be considered at the public hearing.

A copy of the proposed Assessment Roll, which includes the assessments to be levied for Public Improvements against each parcel in the PID, is available for public inspection at the offices of the City Secretary, City of Lewisville, 151 W. Church St., Lewisville, Texas 75057.

WITNESS MY HAND AND THE OFFICIAL SEAL OF THE DISTRICT, this 3rd day of October, 2016.

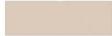
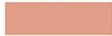
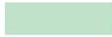
/s/ Julie Heinze, City Secretary.

## EXHIBIT A

### Boundaries

The proposed Lewisville Castle Hills Public Improvement District No. 7 is approximately 261.3941 acres with boundaries consistent with Denton County Fresh Water Supply District 1-C, all of which is located in the Castle Hills master planned community in the Lewisville ETJ bounded by SH 121 to the north, Josey Lane to the east, Hebron Parkway to the south, and Old Denton (FM 2281) to the west. A full description of the boundaries of the proposed Lewisville Castle Hills Public Improvement District No. 7 is available at City Hall, the City of Lewisville, 151 W. Church St., Lewisville, Texas 75057.

CONCEPTUAL BOUNDARY PLAN  
FOR INFORMATIONAL PURPOSES ONLY  
SUBJECT TO CHANGE WITHOUT NOTICE AS OF 8-18-2011

- 1A 
- 1B 
- 1C 
- 1D 
- 1E 
- 1F 
- 1G 
- 1H 

