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**CITY COUNCIL WORK SESSION**  
**TUESDAY, JUNE 18, 2019**  
**3:00 P.M.**  
**CITY COUNCIL CONFERENCE ROOM, CITY HALL, ROOM 290**  
**200 TEXAS STREET, FORT WORTH, TEXAS**

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1. Report of the City Manager - **David Cooke, City Manager**
  - a. Changes to the City Council Agenda
  - b. Upcoming and Recent Events
  - c. Organizational Updates and Employee Recognition(s)
  - d. Informal Reports
    - [IR 10239](#): April 2019 Sales Tax Update
    - [IR 10240](#): Community Engagement Quarterly Workshop Series
    - [IR 10241](#): FY 2020 Budget Communications Plan
    - [IR 10242](#): FY 2020 Budget Recommendation from the Pedestrian and Bicycle Advisory Commission
    - [IR 10243](#): Monthly Development Activity Report
    - [IR 10244](#): Payroll System Updates
    - [IR 10245](#): Urban Forestry Policy, Procedures and Ordinance
2. Current Agenda Items - **City Council Members**
3. Responses to Items Continued from a Previous Week
4. Presentation on Fort Worth Botanic Garden Accessibility - **Susan Alanis, City Manager's Office and Bob Byers, Fort Worth Botanic Garden**
5. Presentation on West 7th Street Improvements - **Chad Edwards and Tanya Brooks, Transportation and Public Works**
6. Presentation on the 86th Texas Legislative End of Session Report - **TJ Patterson, Government Relations and Kwame Walker, McGuireWoods Consulting**
7. Briefing on New Asset Management System and Customer Relationship Management - **Kevin Gunn and Molly Hale, IT Solutions, Richard Martinez, Transportation and Public Works, Michelle Gutt and Sharon Gamble, Communications and Public Engagement**
8. City Council Requests for Future Agenda Items and/or Reports
9. Executive Session (CITY COUNCIL CONFERENCE ROOM, CITY HALL, ROOM 290) - **SEE ATTACHMENT A**

Attachment(s):

[Executive Session Agenda - Attachment A.pdf](#)

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***CITY COUNCIL CONFERENCE ROOM, CITY HALL, ROOM 290, is wheelchair accessible. Persons with disabilities who plan to attend this meeting and who may need accommodations, auxiliary aids, or services such as interpreters, readers, or large print are requested to contact the City's ADA Coordinator at (817) 392-8552 or e-mail [ADA@FortWorthTexas.gov](mailto:ADA@FortWorthTexas.gov) at least 48 hours prior to the meeting so that appropriate arrangements can be made. If the City does not receive notification at least 48 hours prior to the meeting, the City will make a reasonable attempt to provide the necessary accommodations.***

**ATTACHMENT A**  
**EXECUTIVE SESSION**  
**CITY COUNCIL CONFERENCE ROOM**  
**CITY HALL, ROOM 290**  
**Tuesday, June 18, 2019**

- A. The City Council will conduct a closed meeting in order to discuss matters permitted by the following sections of Chapter 551 of the Texas Government Code:

**CITY ATTORNEY**

1. Section 551.071, CONSULTATION WITH ATTORNEY

To seek the advice of its attorney about pending or contemplated litigation, settlement offers, or any matter in which the duty of the attorney to the City Council under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Texas Open Meetings Act. [Tex. Govt. Code §551.071]:

- a. Legal issues related In re Payment Card Interchange Fee and Merchant Discount Antitrust Litigation, MDL No. 1720 (MKB) (JO), United States District Court for the Eastern District of New York;
- b. Legal issues related to critical police incident at 3252 E. Berry, Fort Worth, Texas;
- c. Legal issues regarding any item listed on today's City Council meeting agenda.

**CITY MANAGER**

1. Section 551.072, DELIBERATIONS REGARDING REAL PROPERTY

Deliberate the purchase, sale, lease or value of real property where deliberation in an open meeting would have a detrimental effect on the position of the City in negotiations with a third party.

2. Section 551.087, DELIBERATIONS REGARDING ECONOMIC DEVELOPMENT NEGOTIATIONS

Deliberate the commercial or financial information or the offer of a financial or other incentive to a business prospect.

- B. The City Council may reconvene in open session in the City Council Conference Room and act on any item listed on the Executive Session Agenda in accordance with Chapter 551 of the Texas Government Code.

**CITY COUNCIL AGENDA  
FOR THE MEETING AT 7:00 P.M. TUESDAY, JUNE 18, 2019  
CITY COUNCIL CHAMBER, CITY HALL  
200 TEXAS STREET, FORT WORTH, TEXAS**

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**I. CALL TO ORDER**

**II. INVOCATION** - Pastor Tim Woody, City Life Church

**III. PLEDGES OF ALLEGIANCE TO THE UNITED STATES AND THE STATE OF TEXAS**  
(State of Texas Pledge: "Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.")

**IV. CONSIDERATION OF MINUTES OF THE CITY COUNCIL WORK SESSION AND  
REGULAR MEETING OF JUNE 11, 2019**

**V. ITEMS TO BE WITHDRAWN FROM THE CONSENT AGENDA**

**VI. ITEMS TO BE CONTINUED OR WITHDRAWN BY STAFF**

**VII. CONSENT AGENDA**

Items on the Consent Agenda require little or no deliberation by the City Council. Approval of the Consent Agenda authorizes the City Manager, or his designee, to implement each item in accordance with staff recommendations.

**A. General - Consent Items**

1. [M&C G-19555](#) - Adopt Resolution Amending the Fiscal Year 2018-2019 Budget and Five-Year Service Plan for Public Improvement District No. 1 – Downtown and Authorize an Amendment to City Secretary Contract No. 51946, a Management and Improvement Services Agreement for PID 1, to Allocate Existing Expenses of \$92,750.00 to the Management Fee Category (COUNCIL DISTRICT 9)
2. [M&C G-19556](#) - Adopt Resolution Amending the Fiscal Year 2018-2019 Budget and Five-Year Service Plan for Public Improvement District No. 6 Park Glen (COUNCIL DISTRICT 4)
3. [M&C G-19557](#) - Adopt Resolution Amending the Fiscal Year 2018-2019 Budget and Five-Year Service Plan for Public Improvement District No. 7 Heritage and Adopt Appropriation Ordinance (COUNCIL DISTRICT 4 & 7)
4. [M&C G-19558](#) - Adopt Resolution Amending the Fiscal Year 2018-2019 Budget and Five-Year Service Plan for Public Improvement District No. 19 Historic Camp Bowie, Authorize Transfer of \$168,613.00 from Fort Worth Public Improvement District 8 - Camp Bowie Fund to the Fort Worth Public Improvement District 19 - Historic Camp Bowie Fund and Adopt Appropriation Ordinance (COUNCIL DISTRICT 3 & 7)
5. [M&C G-19559](#) - Authorize the Temporary Closure of Alta Vista Road between Golden Triangle Boulevard and Monica Lane from June 19, 2019 to July 23, 2019 to Allow the Re-Construction of a Section of Alta Vista Road. (COUNCIL DISTRICT 7).



6. [M&C G-19561](#) - Adopt an Appropriation Ordinance in the amount of \$100,000.00 from 2008 Street Improvement Funds for the West 7th Village Sidewalks Project (101554). (Council District 9)
7. [M&C G-19562](#) - Authorize Acceptance of a Donation of 6,000 Children's Admission Coupons Valued at \$221,700.00 from Medieval Times U.S.A., Inc. for the Library Department to Support the Mayor's Summer Reading Challenge Program (ALL COUNCIL DISTRICTS)

**B. Purchase of Equipment, Materials, and Services - Consent Items**

1. [M&C P-12340](#) - Authorize Purchase Agreement with GTS Technology Solutions, Inc., for Audio Visual Equipment and Systems for the Information Technology Solutions Department, Using Cooperative Contracts in an Annual Amount Up to \$300,000.00 and Authorize Three (3) One-Year Renewal Options (ALL COUNCIL DISTRICTS)

**C. Land - Consent Items**

1. [M&C L-16228](#) - Authorize Execution of the First Amendment to a Lease (City Secretary Contract No. 46101) with Town Center Mall, L.P. to Extend the Term Five Years and Set Rent Starting at an Annual Rate of \$410,645.73 with Specified Annual Increases for Office and Storage Space Located at 4200 South Freeway, Suites 2100, 2200, and 2300 for the Park and Recreation Department and the Neighborhood Services Department (COUNCIL DISTRICT 9)
2. [M&C L-16229](#) - Authorize Execution of the Second Amendment to a Lease (City Secretary Contract No. 42492) with Town Center Mall, L.P. to Extend the Term Five Years and One Month and Set Rent Starting at an Annual Rate of \$26,179.98 and Increasing at Two Percent Each Year for Office Space Located at 4200 South Freeway, Suite 2495 for the Park and Recreation Department (COUNCIL DISTRICT 9)
3. [M&C L-16230](#) - Authorize Conveyance of an Easement to Oncor Electric Delivery Company, LLC, for Electrical Equipment and Appurtenances for a Total of 0.0271 Acres of Land Located in the 2500 Block of Greenbelt Road, Fort Worth, Texas (COUNCIL DISTRICT 5)
4. [M&C L-16231](#) - Authorize Acquisition of Drainage Facility Easement, Slope Easement, and Right-of-Way Easement Rights in Approximately 0.348 Acres of Land, Located at 8747 Harmon Road in the Josiah Walker Survey, Abstract No. 1600, Tarrant County, Fort Worth, Texas, from Property Owned by HV Harmon Road, LP, for the Harmon Road Improvement Project for a Total Purchase Price of \$266,300.00 and Pay Estimated Closing Costs in the Amount Up to \$8,000.00, for a Total Cost of \$274,300.00 (COUNCIL DISTRICT 7)

**D. Planning & Zoning - Consent Items - None**

**E. Award of Contract - Consent Items**

1. [M&C C-29150](#) - Authorize Execution of a Professional Services Agreement with Shield Engineering Group, PLLC, in an Amount Not to Exceed \$1,100,000.00 for Staff Extension Services in Managing Transportation and Public Works Stormwater Capital Projects (ALL COUNCIL DISTRICTS)
2. [M&C C-29151](#) - Authorize Application and Acceptance of, if Awarded, the Edward Byrne Memorial Justice Assistance Grant Fiscal Year 2019 Program from the United States Department of Justice, Office of Justice Programs and Bureau of Justice Assistance in an amount not to exceed \$600,000.00, Authorize Execution of a Grant Agreement with the United States Department of Justice and Related Memoranda of Understanding with Sub-Grantees Identified by the Department of Justice (ALL COUNCIL DISTRICTS)
3. [M&C C-29152](#) - Authorize Execution of Amendment No. 1 in the Amount of \$49,700.00 to City Secretary Contract No. 48947, an Engineering Agreement with RJN Group, Inc., for a Revised Contract Amount of \$144,700.00 and Authorize Execution of Amendment No. 1 in the amount of \$114,000.00 to City Secretary Contract No. 51038, a Professional Services Agreement with Hach Company, for a Revised Contract Amount of \$440,000.00 for Increased Professional Services on Citywide Wastewater Collection System Flow Metering Project, and Adopt Appropriation Ordinance (ALL COUNCIL DISTRICTS).
4. [M&C C-29153](#) - Authorize Execution of Change Order No. 4 in the Amount of \$245,518.85 and the Addition of 170 days to City Secretary Contract No. 49527 with Condie Construction Company, Inc. for a Revised Contract Amount of \$5,415,652.18 for Northside IV 24-Inch Water Transmission Main Along Bowman Roberts Road from Santa Gertrudis Street to Bailey Boswell Road (COUNCIL DISTRICT 7)
5. [M&C C-29154](#) - Authorize Execution of an Engineering Agreement with J.Q Infrastructure, LLC., in the Amount of \$175,976.00, for the Rolling Hills Water Treatment Plant Flow Meter Replacement and Adopt Appropriation Ordinance (COUNCIL DISTRICT 8)
6. [M&C C-29155](#) - Adopt Appropriation Ordinance in the Amount of \$1,300,000.00 to Fund the Second Renewal of City Secretary Contract No. 49693 with William J. Schultz Inc. d/b/a Circle C Construction Company in the Amount of \$1,000,000.00 for Sewer Main Replacements Contract 2017, at Various Locations Throughout the City and Provide for Additional Project Costs (ALL COUNCIL DISTRICTS)
7. [M&C C-29156](#) - Adopt Appropriation Ordinance in the amount of \$3,700,000.00 to Fund the second Renewal of City Secretary Contract No. 47791 with William J. Schultz Inc. d/b/a Circle C Construction Company in the Amount of \$3,000,000.00 for Water and Sewer Main Replacements Contract 2015A, at Various Locations Throughout the City (ALL COUNCIL DISTRICTS)

## **VIII. PRESENTATIONS BY THE CITY SECRETARY - CONSENT ITEMS**

1. Notice of Claims for Alleged Damages and/or Injuries

**IX. SPECIAL PRESENTATIONS, INTRODUCTIONS, ETC.**

1. Presentation of Proclamation for the 50th Anniversary of the Ballet Concerto
2. Presentation of 2019 Neighborhoods, USA (NUSA) Awards

**X. ANNOUNCEMENTS BY CITY COUNCIL MEMBERS AND STAFF**

1. Upcoming and Recent Events
2. Recognition of Citizens
3. Approval of Ceremonial Travel

**XI. PRESENTATIONS BY THE CITY COUNCIL**

1. Changes in Membership on Boards and Commissions

**XII. PRESENTATIONS AND/OR COMMUNICATIONS FROM BOARDS, COMMISSIONS AND/OR CITY COUNCIL COMMITTEES**

**XIII. RESOLUTION**

1. A Resolution Establishing a Policy Regarding Expenditure of Tree Fund Collections

**XIV. REPORT OF THE CITY MANAGER**

**A. Benefit Hearing - None**

**B. General**

1. [M&C G-19560](#) - Authorize the Temporary Closure of West 7<sup>th</sup> Street at Fort Worth and Western Railroad (FWWR) From June 25, 2019 to June 28, 2019 to Allow for Roadway Resurfacing Improvements within the Railroad Right-of-Way (COUNCIL DISTRICT 9)
2. [M&C G-19563](#) - Adopt Resolution Amending the Fiscal Year 2018-2019 Budget and Five-Year Service Plan for Public Improvement District No. 14 – Trinity Bluff and Adopt Appropriation Ordinance (COUNCIL DISTRICT 9)

**C. Purchase of Equipment, Materials, and Services**

1. [M&C P-12341](#) - Authorize Execution of Contracts with Delta Dental Insurance Company for the Administration of Dental Insurance with Participants Paying All Premiums, EyeMed Vision Care, LLC for the Administration of Vision Insurance with Participants Paying All Premiums, with WageWorks, Inc. for the Administration of the City's Flexible Benefit Plan (FSA), Health Savings Account (HSA) and COBRA in the Amount of Up to \$300,000.00 Per Year with Three-Year Initial Terms and Authorize Two One-year Renewal Options for the Human Resources Department (ALL COUNCIL DISTRICTS)
2. [M&C P-12342](#) - Authorize Execution of Non-Exclusive Purchase Agreements with Multiple Vendors for Sedans and Pickup Trucks for a Combined Annual Amount Up to \$4,500,000.00 for the Two-Year Term for the Property Management Department (ALL COUNCIL DISTRICTS)
3. [M&C P-12343](#) - Authorize Non-Exclusive Agreements for Oracle/PeopleSoft/Hyperion Technical and Functional

Consulting Services and Maintenance and Support with The Business and Technology Resource Group, Inc., CherryRoad Technologies, Inc., Clarity Partners, LLC, Highstreet IT Solutions, LLC, HyperGen Inc., Infosys Public Services, Inc., Performance Architects, Inc., Sierra-Cedar, Inc., and SpearMC Consulting, Inc. for the Information Technology Solutions Department in a Combined Amount Up to \$19,500,000.00 for an Initial Term of Three Years with Two, One-Year Options to Renew in the amount of \$2,700,000.00 each year (ALL COUNCIL DISTRICTS)

**D. Land**

1. [M&C L-16232](#) - Authorize Voluntary Acquisition of 2201-2203 Western Avenue from Frank Kent Churchill in the Amount of \$282,500.00 and Pay Estimated Closing Costs in the Amount of \$5,000.00 for a Total Cost of \$287,500.00 and Authorize Eligible Payments of Relocation Assistance Up to \$31,000.00 Plus Eligible Moving Expenses Up to \$10,000.00 for the Central Arlington Heights Drainage Improvement Project No. 101262 (COUNCIL DISTRICT 7)
2. [M&C L-16233](#) - Authorize Voluntary Acquisition of 2205 Western Avenue from Kenneth E. Kirkwood and Diana K. Kirkwood in the Amount of \$480,000.00 and Pay Estimated Closing Costs in the Amount of \$7,000.00 for a Total Cost of \$487,000.00 and Authorize Eligible Payments of Relocation Assistance Up to \$31,000.00 Plus Eligible Moving Expenses Up to \$15,000.00 for the Central Arlington Heights Drainage Improvement Project (COUNCIL DISTRICT 7)
3. [M&C L-16234](#) - Authorize Voluntary Acquisition of 2224 Carleton Avenue from Pamela Blackwood Ray in the Amount of \$325,000.00 and Pay Estimated Closing Costs in the Amount of \$7,000.00 for a Total Cost of \$332,000.00 and Authorize Eligible Payments of Relocation Assistance Up to \$31,000.00 Plus Eligible Moving Expenses Up to \$7,500.00 for the Central Arlington Heights Drainage Improvement Project (COUNCIL DISTRICT 7)
4. [M&C L-16235](#) - Authorize Voluntary Acquisition of a Fee Simple Interest in 2300 Carleton Avenue from Borje Michael Jacobsson and Elizabeth McClure Jacobsson in the Amount of \$545,000.00 and Pay Estimated Closing Costs in the Amount of \$9,000.00 for a Total Cost of \$554,000.00 and Authorize Eligible Payments of Relocation Assistance up to \$31,000.00 Plus Eligible Moving Expenses up to \$25,000.00 for the Central Arlington Heights Drainage Improvement Project No. 101262 (COUNCIL DISTRICT 7).

**E. Planning & Zoning - None**

**F. Award of Contract**

1. [M&C C-29157](#) - Authorize Execution of an Artwork Acquisition Agreement with Locke/Surls, LLC, in an Amount of \$285,300.00, for Purchase,

Transportation, Insurance, and Delivery of an Existing Sculpture, *Vase With Nine Flowers*, for the Northeast Corner of Lansford Lane and Montgomery Street; Authorize an Addendum and Amendment to City Secretary Contract No. 50758 with Displays, LLC, in an Amount Up to \$17,150.98 for Footing Construction, Sculpture Installation, Traffic Control, and Contingencies, for a Total Project Cost of \$302,450.98; Find that the Use of Funds for Public Art for this Project Complies with the Voted Purpose of the Bonds and the Published Notice of Intent for the Certificates of Obligations; Accept a Gift from Locke/Surls, LLC for the Balance of the Value of the Sculpture; and Adopt Appropriation Ordinance (COUNCIL DISTRICT 7)

2. [M&C C-29158](#) - Authorize Amendment No. 1, in the Amount of \$51,075.00, to a Professional Services Agreement with The Chadwell Group, LP d/b/a ROOFTECH, for Design and Construction Administration Services for a New Roof for the Richardson-Bass Building at the Will Rogers Memorial Complex, for a Total Contract Value of \$107,600.00 (COUNCIL DISTRICT 7)
3. [M&C C-29159](#) - Authorize Collective Bargaining Agreement Between City of Fort Worth, Texas and the Fort Worth Professional Firefighters Association, International Association of Fire Fighters Local 440, to Expire September 30, 2022 (ALL COUNCIL DISTRICTS)
4. [M&C C-29160](#) - Authorize Acceptance of a Texas Parks and Wildlife Department Urban Indoor Recreation Grant in the Amount of \$1,000,000.00 for the Diamond Hill Community Center, Transfer Matching Funds in the Amount of \$1,000,000.00 for a Total Project Cost of \$2,000,000.00, and Adopt Appropriation Ordinance (2018 Bond Program) (COUNCIL DISTRICT 2).

## **XV. CITIZEN PRESENTATIONS**

## **XVI. EXECUTIVE SESSION (CITY COUNCIL CONFERENCE ROOM, CITY HALL, ROOM 290) - SEE ATTACHMENT B**

Attachment(s):

[Executive Session Agenda - Attachment B.pdf](#)

## **XVII. ADJOURNMENT**

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According to the City Council Rules of Procedures, individual citizen presentations shall be limited to three minutes, and group presentations shall be limited to six minutes. At the Mayor's discretion, time limits may be reasonably extended.

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**ATTACHMENT B**  
**EXECUTIVE SESSION**  
**CITY COUNCIL CONFERENCE ROOM**  
**CITY HALL, ROOM 290**  
**Tuesday, June 18, 2019**

- A. The City Council will conduct a closed meeting in order to discuss matters permitted by the following sections of Chapter 551 of the Texas Government Code:

**CITY ATTORNEY**

1. Section 551.071, CONSULTATION WITH ATTORNEY

To seek the advice of its attorney about pending or contemplated litigation, settlement offers, or any matter in which the duty of the attorney to the City Council under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Texas Open Meetings Act. [Tex. Govt. Code §551.071]:

- a. Legal issues related In re Payment Card Interchange Fee and Merchant Discount Antitrust Litigation, MDL No. 1720 (MKB) (JO), United States District Court for the Eastern District of New York;
- b. Legal issues related to critical police incident at 3252 E. Berry, Fort Worth, Texas;
- c. Legal issues regarding any item listed on today's City Council meeting agenda.

**CITY MANAGER**

1. Section 551.072, DELIBERATIONS REGARDING REAL PROPERTY

Deliberate the purchase, sale, lease or value of real property where deliberation in an open meeting would have a detrimental effect on the position of the City in negotiations with a third party.

2. Section 551.087, DELIBERATIONS REGARDING ECONOMIC DEVELOPMENT NEGOTIATIONS

Deliberate the commercial or financial information or the offer of a financial or other incentive to a business prospect.

- B. The City Council may reconvene in open session in the City Council Conference Room and act on any item listed on the Executive Session Agenda in accordance with Chapter 551 of the Texas Government Code.

# **FORT WORTH LOCAL DEVELOPMENT CORPORATION**

**TUESDAY, JUNE 18, 2019  
2:00 PM**

**City Council Conference Room, City Hall, Room 290  
200 Texas Street  
Fort Worth, Texas 76102**

## Board of Trustees

Gyna M. Bivens, President	Dennis Shingleton, Trustee	Carlos Flores, Trustee
Cary Moon, Vice President	Betsy Price, Trustee	Ann Zadeh, Trustee
Brian Byrd, Trustee	Kelly Allen Gray, Trustee	Jungus Jordan, Trustee

## City Staff

Staff Liaison: Susan Alanis, Assistant City Manager  
Leann Guzman, Senior Assistant City Attorney  
Kevin Gunn, Treasurer  
Mary Kayser, Secretary

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### **I. CALL TO ORDER**

### **II. ACTION ITEMS**

- a. Approval of May 21, 2019 Meeting Minutes
- b. Consider and Adopt an Amendment to Resolution FWLDC-08-2018 to Authorize the Sale of Blue Mound Road Industrial Complex to Affiliates of CHM Industries, Inc. and Anchor Fabrication, LLC – Leann Guzman, Senior Assistant Attorney

### **III. BRIEFINGS**

- a. Briefing on Agreement with the Fort Worth Housing Finance Corporation, the City of Fort Worth, and Hoque Global and Affiliates for the Development of Lots in the Evans & Rosedale Urban Village – Brenda Hicks-Sorensen, Assistant Director
- b. Update Regarding Request for Proposal (RFP) for Audit Services – Brenda Hicks-Sorensen, Assistant Director

#### **IV. PRESENTATIONS**

- a. None

#### **V. WRITTEN REPORTS**

- a. Financial Report through April 2019

#### **VI. EXECUTIVE SESSION**

The Fort Worth Local Development Corporation's Board of Trustees will conduct a closed meeting to:

- a. Seek the advice of its attorneys about any matter regarding the following in which the duty of the attorney under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Texas Open Meetings Act [Tex. Govt. Code §551.071]: (i) legal issues related to any current agenda items
- b. Discuss the purchase, sale, lease or value of real property, as authorized by Section 551.072 of the Texas Government Code. Deliberation in an open meeting would have a detrimental effect on the position of the Corporation in negotiations with a third party; and
- c. Discuss or deliberate negotiations relating to any economic development negotiations, as authorized by Section 551.087 of the Texas Government Code.

#### **VII. FUTURE AGENDA ITEMS**

- a. Request for Future Agenda Items

#### **VIII. ADJOURN**

##### **ASSISTANCE AT THE PUBLIC MEETING**

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**CITY OF FORT WORTH, TEXAS  
FORT WORTH LOCAL DEVELOPMENT CORPORATION  
TUESDAY, MAY 21, 2019**

**Present:**

President Gyna Bivens  
Vice President Cary Moon  
Secretary Dennis Shingleton  
Trustee Carlos Flores  
Trustee Brian Byrd  
Trustee Jungus Jordan  
Trustee Ann Zadeh

**Absent:**

Trustee Betsy Price  
Trustee Kelly Allen Gray

**City Staff:**

Susan Alanis, Assistant City Manager  
Leann Guzman, Senior Assistant City Attorney  
Ronald P. Gonzales, Assistant City Secretary

**I. Call to Order.**

With a quorum present President Bivens called the meeting to order for the Board of Directors of the Fort Worth Local Development Corporation (Corporation) at 2:16 p.m. on Tuesday, May 21, 2019 in the City Council Conference Room, Room 290 of the Fort Worth Municipal Building, 200 Texas Street, Fort Worth, Texas.

**II. Action Items**

- A. Approval of Minutes from the Meeting Held on March 19, 2019.

Motion was made by Trustee Shingleton and seconded by Trustee Zadeh to approve the March 19, 2019, minutes of the Corporation. The motion passed 7-0, Trustees Price and Allen Gray absent.

- B. Consider and Adopt a Resolution Authorizing Acceptance and Execution of a Contract with Property Paving, Inc. to Repair the Road between 4600 and 4700 Blue Mound Road in an Amount Not to Exceed \$90,000.00

Ms. Brenda Hicks-Sorensen, Economic Development, provided a PowerPoint presentation titled, Road Repair at Blue Mound Road Industrial Complex.

Motion was made by Trustee Shingleton and seconded by Trustee Byrd to approve Resolution No. FWLDC-2019-02. Motion passed 7-0, Trustees Price and Allen Gray absent.

**III. Briefings**

- a. Update and Discussion Regarding the Sale and Development of Property Located at 5401 and 5425 East Berry Street with Housing Channel

Ms. Brenda Hicks-Sorensen, Economic Development, provided a staff report. No action was taken; the briefing was for informational purposes only.

#### **IV. Presentations**

There were no presentations

#### **V. Written Reports**

- a. Financial Report through March 2019
- b. Fiscal Year 2018 Audit Report Results from Weaver and Tidwell, LLP
- c. Blue Mound Road Industrial Complex 2019 Tax Appraisal

#### **VI. Executive Session:**

There was no Executive Session.

#### **VII. Future Agenda Items**

There were no future agenda items.

#### **VIII. Adjourn**

With no further discussion, President Bivens adjourned the meeting of the Fort Worth Local Development Corporation Board at 2:46 p.m. on Tuesday, May 21, 2019.

These minutes approved by the Fort Worth Local Development Corporation Board of Directors on the \_\_\_\_ day of \_\_\_\_, 2019.

APPROVED:

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Gyna Bivens  
President

ATTEST:

Prepared and respectfully submitted by:

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Mary J. Kayser  
Corporate Secretary

**FORT WORTH LOCAL DEVELOPMENT CORPORATION**

**RESOLUTION  
OF THE BOARD OF TRUSTEES**

***Authorizing an Amendment to Resolution FWLDC-08-2018 to Authorize the Sale of  
the Blue Mound Road Industrial Complex  
to Affiliates of CHM Industries, Inc. and Anchor Fabrication, LLC***

**WHEREAS**, the Fort Worth Local Development Corporation (“Corporation”) is the owner of an approximately 50.4 acre industrial complex with addresses of 4600 Blue Mound Road, Fort Worth, Texas (“4600 Blue Mound”), 4700 Blue Mound Road, Fort Worth, Texas (“4700 Blue Mound”), 1035 Meacham Boulevard, Fort Worth, Texas (“1035 Meacham”), 1381 Meacham Boulevard, Fort Worth, Texas (“1381 Meacham”), and 1401 Meacham Boulevard, Fort Worth, Texas (“1401 Meacham”), all as more particularly described on Exhibit A attached hereto (collectively, the “Property”);

**WHEREAS**, on \_\_\_\_\_, 2018, the Board of Trustee’s for the Corporation approved a resolution (Resolution FWLDC-08-2018 authorizing the sale of the Property to the Corporation’s tenants, CHM Industries, Inc. (“CHM”) and Anchor Fabrication, Inc. (“Anchor”));

**WHEREAS**, the Corporation has been asked by Anchor to allow an affiliate of Anchor, which is a different legal entity under the same or similar control as Anchor, to purchase the property, and the Corporation agrees to allow the sale to an affiliate of Anchor, and also to an affiliate of CHM should CHM so choose;

**NOW, THEREFORE, BE IT RESOLVED** that, Resolution FWLDC-08-2018, attached hereto, is hereby amended to add the following language:

**“FURTHER RESOLVED** that the CHM Sale Properties may be conveyed by the Corporation to CHM or an affiliate of CHM, and the Anchor Sale Properties may be conveyed by the Corporation to Anchor or an affiliate of Anchor.”

**FURTHER RESOLVED**, that the Secretary or any Assistant Secretary of the Corporation is hereby authorized and directed to certify the adoption of this Resolution.

Adopted this 18<sup>th</sup> day of June, 2019.

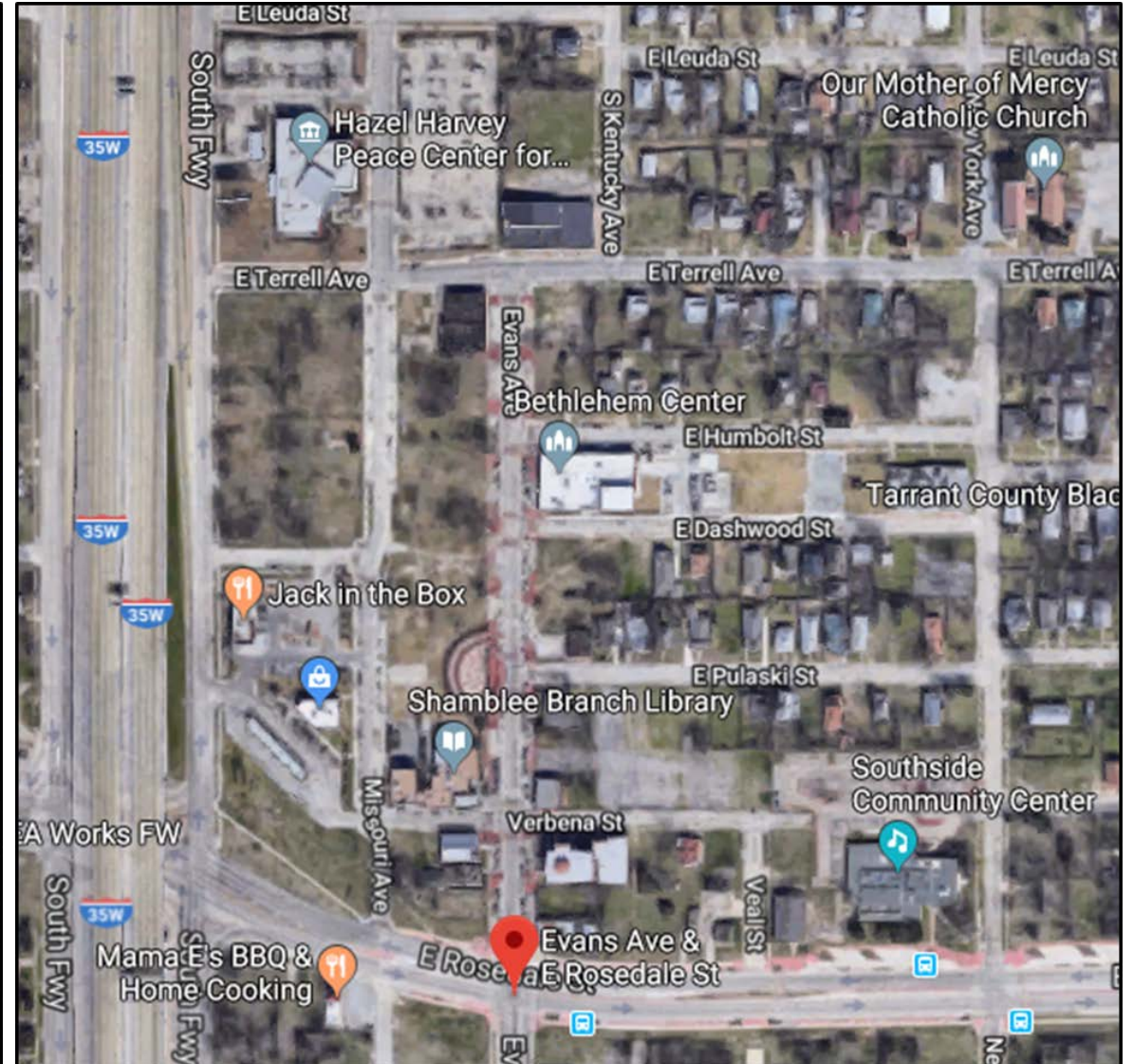
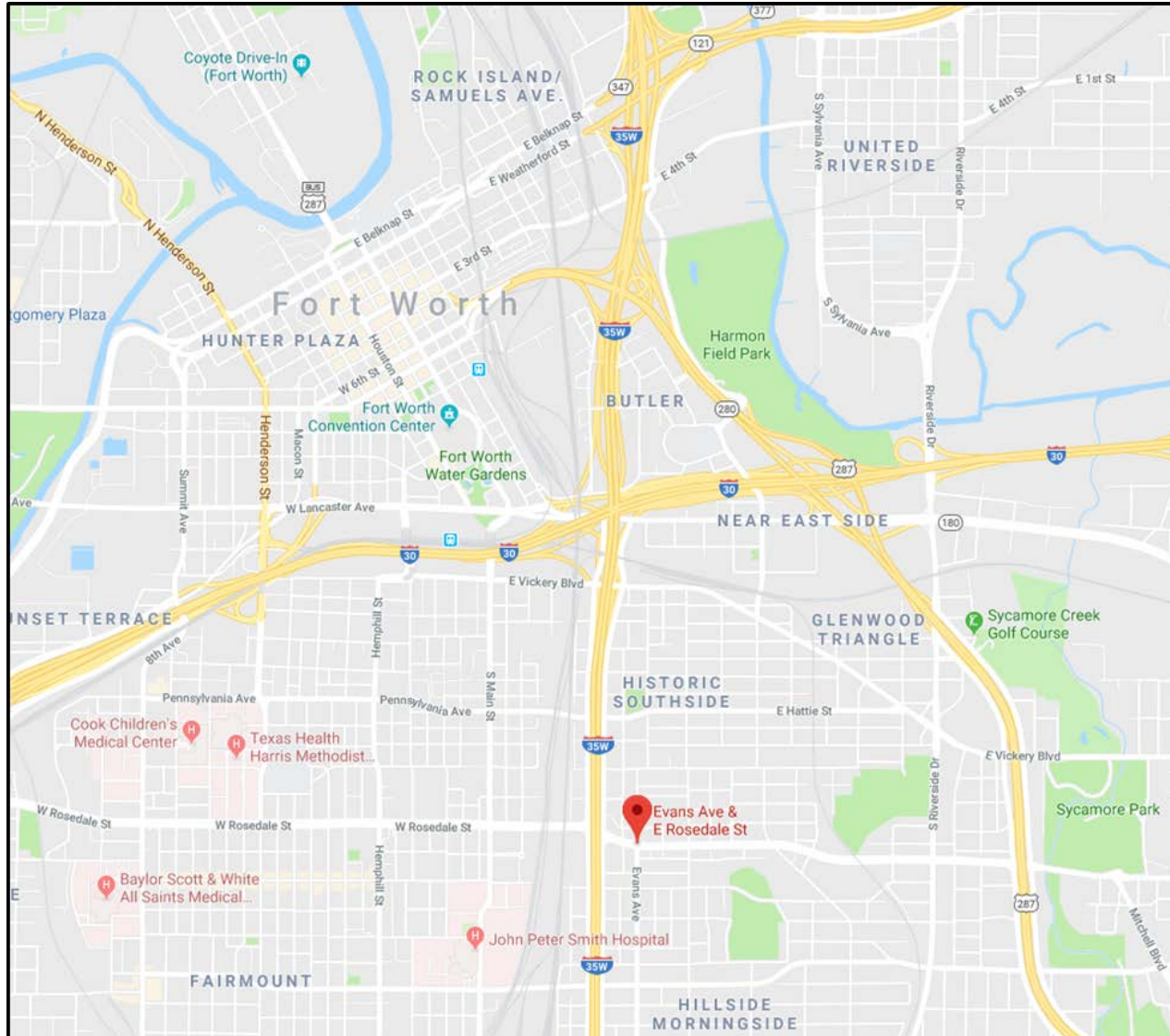
By: \_\_\_\_\_  
Secretary

# Evans & Rosedale Redevelopment Update



June 18, 2019

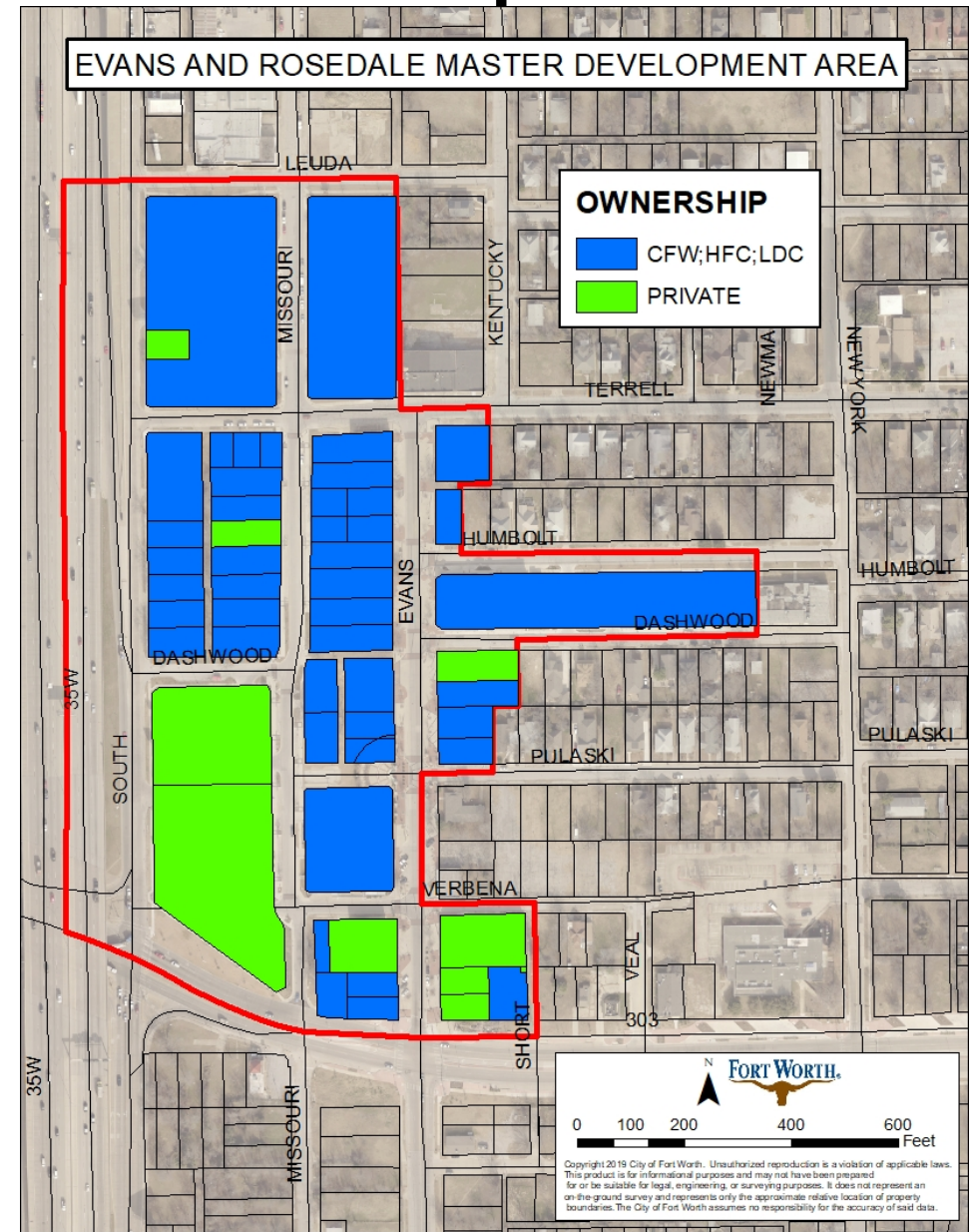
# Location





# Specific Sites and RFEI Purpose

- Development Agreement with a Master Developer who will bring specific proposals to be considered
- Honor the area's heritage and past planning and community input
- Configure the site for the current market, with Urban Village density



# Background

- Sites are located in the Historical Southside Neighborhood with Neighborhood Empowerment Zone, Urban Village, and Tax Increment Financing Reinvestment Zone designations
- The Evans and Rosedale area was an economic and social center for the African-American community in the 1930s and 40s. It was a quiet, upscale neighborhood filled with professionals and thriving businesses.
- Significant public investment has been made in the Evans & Rosedale Urban Village through federal and local funding streams.
  - 2003 - The Terrell Heights single family redevelopment project has been evolving over the past 15 years. Fort Worth has invested approximately \$25 million from grants including CDBG, HOME, Economic Development Initiative funding, as well as Section 108 financing and other funding sources to spur growth southeast of downtown.
  - 2004- Rosedale reconstruction, streetscaping
  - 2004 - Evans Avenue Plaza construction and Street Reconstruction
  - 2008 - Shamblee Library construction
  - 2009 - Hazel Harvey Peace Center for Neighborhoods construction, a City building occupied by Code Compliance, Community Relations, and a Police Storefront

# Request for Expression of Interest (RFEI) Process

- The City of Fort Worth (City), the Fort Worth Housing Finance Corporation (HFC), and the Fort Worth Local Development Corporation (LDC) sought a Master Developer arrangement in and near the historic Evans & Rosedale Urban Village located minutes from downtown Fort Worth, for properties owned by the three entities.
- Neighborhood Meeting Held November 28, 2018 for RFEI Input and Feedback
- HFC, LDC, and City Council Briefing December 4, 2018
- Request for Expression of Interest (RFEI) issued December 6, 2018
- The RFEI emphasized a partnership “with a developer who can respect the history while maximizing the use of the property for the current market.”
- Responses Due February 1, 2019
- Community Input Workshop, facilitated by University of Texas at Arlington, February 9, 2019



# Stakeholder Review

- Eight (8) Full Proposals Received and Reviewed by Stakeholder Group (02/25/19)

**Neighborhood Svcs. Dept. (HFC)** – Chad LaRoque, Housing Development Manager

**Economic Development Dept. (LDC)** – Brenda Hicks-Sorensen, Assistant Director

**Planning & Development Dept.** - Eric Fladager, Planning Manager, Comprehensive Planning

**Evans/Rosedale Area Representatives:** Dr. Brian Dixon, President of Historic Southside Neighborhood Association, Walter Williams, and Keith Marshall

**Area Business Owners** – Jennifer Farmer, Design Principal, F5 Design-Build (owner of former Pinkston's Funeral Home)

**Assn. of Federated Women's Clubs** – Myrtis Parker, Chair of the Capital Committee

**City Council** – Robyne Kelly, Appointee

**Southeast Fort Worth Inc** - Stacy Marshall, President

**Near Southside Inc (TIF 4)** - Mike Brennan, President

**Fort Worth Metropolitan Black Chamber of Commerce** – Dee Jennings, President and CEO

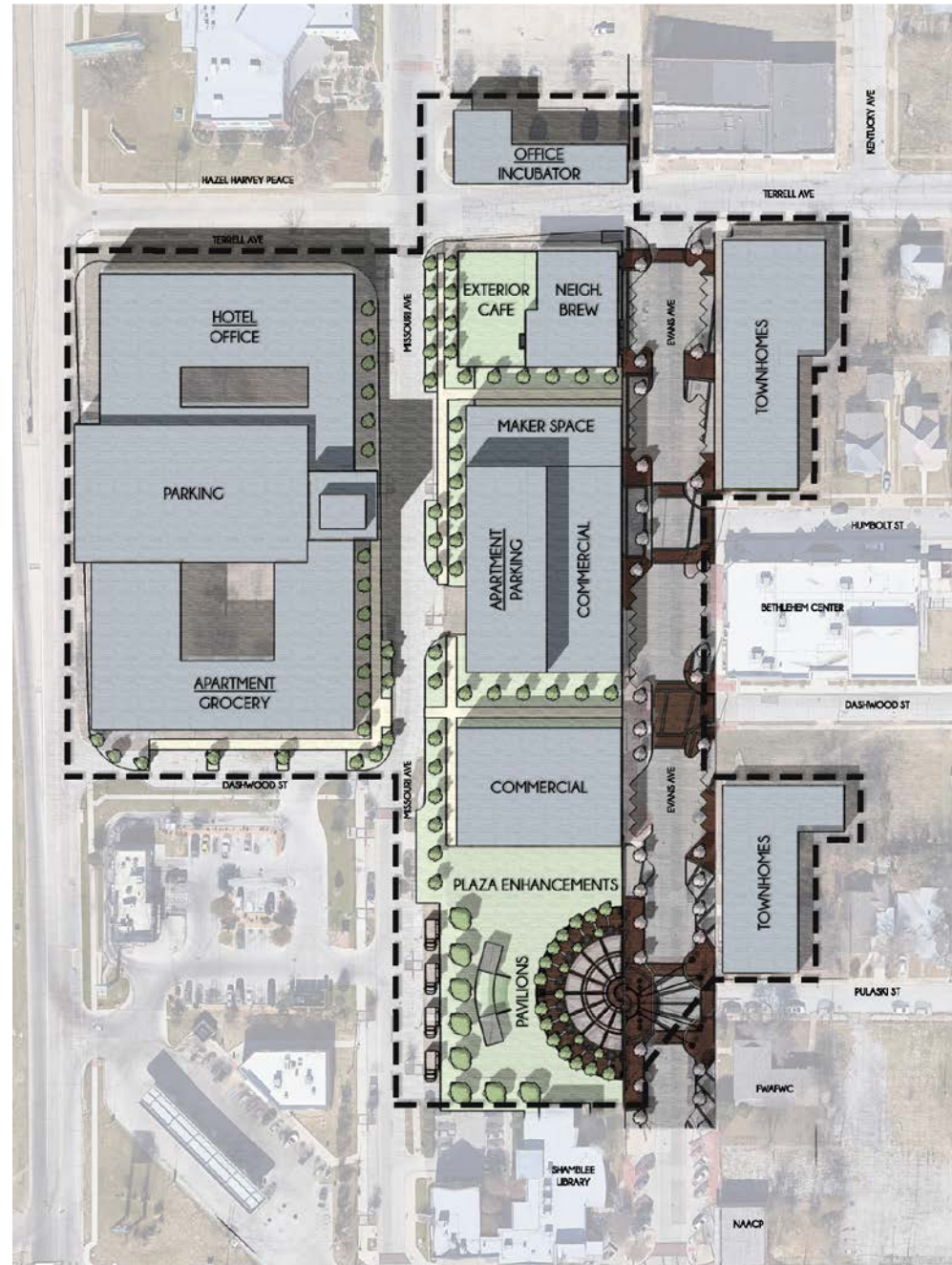
- Recommendation of three (3) Proposals for Further Consideration: Corinth & Nediam; Hoque Global; Motheral - Boothe

# Selection Criteria

- Vision, with respect to the History of the Area
- Quality of Design
- Economic Impact to the City
- Qualifications and Experience of Development Team
- Financial Capacity of the Team
- Community Engagement
- Alignment with the City's Comprehensive and Strategic Economic Development Plans

# RFEI Process

- Three (3) Proposal Summaries Available for Community Input March 1<sup>st</sup> – March 11<sup>th</sup> with 184 Total Responses Received
  - Online
  - Shamblee Library
  - Southside Community Center
- Final Proposals Reviewed by Stakeholder Group on March 18, 2019
  - Neighborhood Services Dept.** – Aubrey Thagard, Director
  - Economic Development Dept.** – Robert Sturns, Director
  - Planning & Development Dept.** - Dana Burghdoff, Deputy Planning Director
  - Historic Southside Neighborhood Association** – Benjamin Watson
- Recommendation to Partner with Hoque Global
- Community Input Meeting with Hoque Global Team on April 29, 2019
- Community Walking Tour with Hoque Global Team on May 23, 2019
- Community Workshop with Hoque Global Team on June 1, 2019





HIGHWAY BLOCK



HOTEL

OFFICE



APARTMENT

GROCERY





# SOUTH OF DASHWOOD BLOCK

COMMERCIAL



PLAZA ENHANCEMENTS



COMMERCIAL

PLAZA ENHANCEMENTS

PAVILIONS

EVANS AVE

TOWNHOMES



TOWNHOMES





NORTHERN EVANS BLOCK



OFFICE / INCUBATOR



TOWNHOMES



COMMERCIAL

APARTMENT

# Next Steps

- June 24, 2019: Community Workshop
- Future Meeting: Consider and Adopt a Resolution Authorizing the Execution of a Development Agreement with Hoque Global Properties LLC and Related Affiliates for the Development of Certain Properties Owned by the City of Fort Worth, Fort Worth Housing Finance Corporation, and Fort Worth Local Development Corporation Located in the Evans & Rosedale Urban Village.
  - The Development Agreement Will Address Items Such As, But Not Limited To: Development Items Identified in the Pre Development Conference; Land Transactions; Project Financing including Incentives; Community Engagement; Timeline and Deadlines for Site Plans, Permits, and Development
- Subsequent resolution(s) will be presented for consideration of the final project structure and land transactions.



# Questions

# Request for Proposal for Audit Services



June 18, 2019

# Background

- Fort Worth Local Development Corporation (LDC) required to complete an annual financial audit.
- FY16, FY17, and FY18 completed by Weaver and Tidwell, LLP
- Issued a Request for Proposal (RFP) on May 7, 2019 requesting proposals for a minimum of a three-year commitment for the following services:
  1. Annual financial statement audit
  2. Preparation of IRS form 990 and any additional required tax forms
  3. Management letter
- Firms contacted included:
  - **Weaver and Tidwell, LLP**
  - Deloitte
  - **CliftonLarsenAllen LLP (CLA)**
  - **Cohn Resznick**
- Proposals due May 28, 2019

# Request for Proposal (RFP)

All proposals needed to include:

- a) Evidence of the firm's qualifications to provide the above services;
- b) Background and experience in auditing nonprofit clients;
- c) The size and organizational structure of the auditor's firm;
- d) Statement of the firm's understanding of work to be performed, including tax and non-audit services;
- f) A proposed timeline for fieldwork and final reporting;
- g) Proposed fee structure for each of the three years of the proposal period, including whatever guarantees can be given regarding increases in future years, and the maximum fee that would be charged;

# Request for Proposal (RFP)

All proposals needed to include (continued):

- h) Describe billing rates and procedures for technical questions that may come up during the year, or whether these occasional services are covered in the proposed fee structure;
- i) Names of the partner, audit manager, and field staff who will be assigned to the audit and provide biographies.
- j) A copy of the firm's most recent peer review report, the related letter of comments, and the firm's response to the letter of comments; and
- k) References and contact information from at least three comparable nonprofit audit clients.

# Recommendation and Next Steps

- Following review and analysis of the responses, staff have selected Cohn Resznick
- August 2019: Staff Will Present a Request to Consider and Adopt a Resolution Authorizing the Outside Audit of the Fort Worth Local Development Corporation's Financial Accounts by Cohn Resznick and Authorize the Execution of Agreement with Cohn Resznick

# Questions



## Trial Balance

05/16/19

As of April 30, 2019

Accrual Basis

	Apr 30, 19	
	Debit	Credit
Chase - Operating	179,552.44	
Frost - Rental	28,370.55	
Pinnacle Bank - CD	517,081.67	
Pinnacle Bank - MM	234,284.51	
Southwest Bank	160,414.14	
Deferred Rent Receivable	270,932.00	
Prepaid Expenses	400.50	
A/D SW Courthouse		337,923.04
Inventory - Land	186,908.60	
Land - BMR	900,000.00	
SW Courthouse	2,703,385.09	
Investment - Lancaster LLC	1,000.00	
Note Receivable - Olivers	337,971.39	
Notes Receivable-Lancaster LLC	844,174.92	
N/P SW Courthouse		873,222.32
Unrestricted Net Assets		4,839,011.40
Gas Lease Royalties		35,240.62
Investments:Interest-Savings, Short-term CD		3,584.00
Property Tax Reimbursement		2,337.34
Revenue from Rents		822,235.80
Bank Charges	100.40	
Commissions	17,139.76	
Contract Services:Accounting Fees	25,000.00	
Contractual Services	12,256.00	
Facilities and Equipment:Depr and Amort - Allowable	39,424.35	
Insurance	55,324.75	
Interest Expense	17,309.57	
Operations:Postage, Mailing Service	55.00	
Other Types of Expenses:Insurance - Liability, D and O	400.50	
Property Management	19,093.27	
Property Taxes	50,682.86	
Property Taxes Reimbursement		119,089.48
Repairs	17,533.50	
Storm Water Utility	18,306.00	
Transfer to City	395,000.00	
Utilities	542.23	
<b>TOTAL</b>	<b>7,032,644.00</b>	<b>7,032,644.00</b>

## Fort Worth Local Development Corporation

## Profit &amp; Loss

05/16/19

October 2018 through April 2019

Accrual Basis

	Oct '18 - Apr 19
Ordinary Income/Expense	
Income	
Gas Lease Royalties	35,240.62
Investments	
Interest-Savings, Short-term CD	3,584.00
Total Investments	3,584.00
Property Tax Reimbursement	2,337.34
Revenue from Rents	822,235.80
Total Income	863,397.76
Expense	
Bank Charges	100.40
Commissions	17,139.76
Contract Services	
Accounting Fees	25,000.00
Total Contract Services	25,000.00
Contractual Services	12,256.00
Facilities and Equipment	
Depr and Amort - Allowable	39,424.35
Total Facilities and Equipment	39,424.35
Insurance	55,324.75
Interest Expense	17,309.57
Operations	
Postage, Mailing Service	55.00
Total Operations	55.00
Other Types of Expenses	
Insurance - Liability, D and O	400.50
Total Other Types of Expenses	400.50
Property Management	19,093.27
Property Taxes	50,682.86
Property Taxes Reimbursement	(119,089.48)
Repairs	17,533.50
Storm Water Utility	18,306.00
Transfer to City	395,000.00
Utilities	542.23
Total Expense	549,078.71
Net Ordinary Income	314,319.05
Net Income	314,319.05

## Fort Worth Local Development Corporation

## Balance Sheet

As of April 30, 2019

	Apr 30, 19
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
Chase - Operating	179,552.44
Frost - Rental	28,370.55
Pinnacle Bank - CD	517,081.67
Pinnacle Bank - MM	234,284.51
Southwest Bank	160,414.14
Total Checking/Savings	1,119,703.31
Other Current Assets	
Deferred Rent Receivable	270,932.00
Prepaid Expenses	400.50
Total Other Current Assets	271,332.50
Total Current Assets	1,391,035.81
<b>Fixed Assets</b>	
A/D SW Courthouse	(337,923.04)
Inventory - Land	186,908.60
Land - BMR	900,000.00
SW Courthouse	2,703,385.09
Total Fixed Assets	3,452,370.65
<b>Other Assets</b>	
Investment - Lancaster LLC	1,000.00
Note Receivable - Olivers	337,971.39
Notes Receivable-Lancaster LLC	844,174.92
Total Other Assets	1,183,146.31
<b>TOTAL ASSETS</b>	<b>6,026,552.77</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
Long Term Liabilities	
N/P SW Courthouse	873,222.32
Total Long Term Liabilities	873,222.32
Total Liabilities	873,222.32
<b>Equity</b>	
Unrestricted Net Assets	4,839,011.40
Net Income	314,319.05
Total Equity	5,153,330.45
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>6,026,552.77</b>



*Updated June 14, 2019*

***City of Fort Worth  
City Council Work Session Agenda Calendar***

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**June 18, 2019**

***2:00 p.m. Fort Worth Local Development Corporation  
3:00 p.m. City Council Work Session Meeting***

- Presentation on Fort Worth Botanic Garden Accessibility *[Susan Alanis, City Manager's Office and Bob Byers, Fort Worth Botanic Garden]*
- Presentation West 7<sup>th</sup> Street Improvements *[Chad Edwards and Tanya Brooks, Transportation and Public Works]*
- Presentation on the 86<sup>th</sup> Texas Legislative End of Session Report *[TJ Patterson, Government Relations and Kwame Walker, McGuireWoods Consulting]*
- Briefing on New Asset Management System and Customer Relationship Management *[Kevin Gunn and Molly Hale, IT Solutions, Richard Martinez, Transportation and Public Works, Michelle Gutt and Sharon Gamble, Communications and Public Engagement]*

**June 25, 2019**

**Monthly Zoning Meeting (July)**

***3:00 p.m. City Council Work Session***

- Overview of Significant Zoning Cases *[Dana Burghdoff, Planning and Development]*
- Pension Briefing *[David Cooke, City Manager's Office and Kevin Gunn, Financial Management Services]*
- Enterprise Funds Fees and Rates Review *[David Cooke, City Manager's Office, Brandon Bennett, Code Compliance, Greg Simmons, Transportation and Public Works Chris Harder, Water]*
- Update on Major Capital Improvement Projects *[Jay Chapa, City Manager's Office]*

**July 2, 2019**

**Summer Break**

***3:00 p.m. City Council Work Session (cancelled)***

**July 4, 2019**

***City Hall Closed – July Fourth Holiday***

**July 9, 2019**

**Summer Break**



*Updated June 14, 2019*

***City of Fort Worth  
City Council Work Session Agenda Calendar***

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*Legislative and Intergovernmental Affairs Committee (cancelled)  
Housing and Neighborhood Services Committee (cancelled)  
City Council Work Session (cancelled)*

**July 16, 2018**    **Summer Break**

*Audit Committee (cancelled)  
Infrastructure & Transportation Committee (cancelled)  
3:00 p.m. City Council Work Session (cancelled)*

**July 23, 2019**    **Summer Break**

*3:00 p.m. City Council Work Session (cancelled)*

**July 30, 2019**    **Summer Break**

*3:00 p.m. City Council Work Session (cancelled)*

**August 6, 2019**    **Monthly Zoning Meeting**

*1:00 p.m. Legislative and Intergovernmental Affairs Committee  
2:00 p.m. Housing and Neighborhood Services Committee  
3:00 p.m. City Council Work Session*

**Continued Items:**

- **M&C L-16203** - (Future Council District 7) - Authorize Execution of Municipal Services Agreement for the Proposed Owner-Initiated Annexation of Approximately 115.026 Acres of Land in Denton County, Located North of Intermodal Parkway and South of Highway 114 off of FM 156, in the Far North Planning Sector, AX-19-001 (**Continued from June 11, 2019 by Mayor Pro-Tem Shingleton**)

**August 6, 2019 (continued)**





*Updated June 14, 2019*

## ***City of Fort Worth City Council Work Session Agenda Calendar***

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- **M&C L-16204** - (Future Council District 7) - Adopt Ordinance for the Owner-Initiated Annexation of Approximately 115.026 Acres of Land and 35.589 Acres of Right-of-Way in Denton County, Located North of Intermodal Parkway and South of Highway 114 off of FM 156, in the Far North Planning Sector, AX-19-001 (**Continued from June 11, 2019 by Mayor Pro-Tem Shingleton**)
- **ZC-18-181** - (COUNCIL DISTRICT 4 – Cary Moon) - Maricela Clemente, Clemente Auto Sales, 3510 - 3616 NE 28th Street; From: "B" two-Family and "E" Neighborhood Commercial To: PD/E Planned Development for all uses in "E" Neighborhood Commercial plus auto sales; site plan included with waivers to residential adjacency, rear and side yard setbacks and signage 1.71 acres (Recommended for Approval by the Zoning Commission) (**Continued from June 4, 2019 by Council Member Moon**)
- **ZC-19-039** - (COUNCIL DISTRICT 7) - M. T. Cole Family Partnership #2, NP-OV Fort Worth Project 1, 14500 - 15300 FM Road 156; From: Unzoned To: "K" Heavy Industrial 115.02 acres (Recommended for Approval by the Zoning Commission) (**Continued from June 11, 2019 by Mayor Pro-Tem Shingleton**)
- **ZC-19-044** - (COUNCIL DISTRICT 9 – Ann Zadeh) - Speed Racer, LLC, 3111 Race Street, 3020 Murphy Street; From: "MU-1/DD" Low Intensity Mixed Use and "CF/DD" Community Facilities with Demolition Delay To: PD/MU-1 Planned Development for all uses in "MU-1" Low Intensity Mixed Use, retaining Demolition Delay, site plan required 2.89 acres (Recommended for Approval by the Zoning Commission) (**Continued from May 7, 2019 by Council Member Zadeh**)
- **ZC-19-063** - (COUNCIL DISTRICT 2 – Carlos Flores) - Northwest Bible Church, Inc. 5029, 5033 Jacksboro Highway; From: "A-5" One-Family To: "E" Neighborhood Commercial 1.30 acres (Recommended for Approval by the Zoning Commission) (**Continued from June 4, 2019 by Council Member Flores**)
- Overview of Significant Zoning Cases [[Dana Burghdoff, Planning and Development](#)]
- Presentation of the Recommended Fiscal Year 2020 Capital Budget [[David Cooke, City Manager](#)]
- Report and Update on Iconic Art Projects [[Martha Peters, Fort Worth Public Art and Robert Lee, Fort Worth Art Commission](#)]
- Presentation on Economic Development Marketing & Messaging Initiative [[Brenda Hicks-Sorensen, Economic Development](#)]
- Presentation on 2018 Incentive Review [[Robert Sturns, Economic Development](#)]
- Briefing on Proposed Amendments to Human Relations Ordinance [[Angela Rush, City Manager's Office](#)]
- Preventing Opioid Overdose [[Ed Kraus, PD, Jim Davis, Fire/MedStar and Mattie Parker, Mayor's Office](#)]
- Update on Payday Lending Ordinance [[Melinda Ramos, Law](#)]

**August 13, 2019**



Updated June 14, 2019

**City of Fort Worth**  
**City Council Work Session Agenda Calendar**

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**11:00 a.m. Ad Hoc Municipal Court Advisory Committee**  
**(CMO Conference Room 380)**

**1:00 p.m. Audit Committee**

**2:00 p.m. Infrastructure & Transportation Committee**

**3:00 p.m. City Council Work Session**

- Update and Year One Review of Economic Development Strategic Plan Objectives *[Robert Sturns, Economic Development and John Roberts, TIP Strategies]*
- Presentation and Update on Minority Chamber Initiatives *[Robert Sturns, Economic Development, Dee Jennings, Fort Worth Metropolitan Black Chamber of Commerce, and John Hernandez, Fort Worth Hispanic Chamber of Commerce]*
- Presentation on the Recommended Fiscal Year 2020 Operating Budget *[David Cooke, City Manager]*

**August 20, 2019**

**2:00 p.m. Fort Worth Local Development Corporation**  
**Central City Local Government Corporation**  
**(Immediately following the LDC Meeting)**

**Alliance Airport Authority, Inc.**

**Lone Star Local Government Corporation**

**Fort Worth Crime Control and Prevention District Board of Directors Quarterly Meeting (Immediately Following City Council Work Session)**

**3:00 p.m. City Council Work Session**

- Presentation on Small Assessment *[Robert Sturns, Economic Development and Camion Associates]*
- Update on Proposed Redevelopment of Butler Place and Cavile Place *[Mary-Margaret Lemons, Fort Worth Housing Solutions]*
- Presentation on Short Term Rental Regulation *[Randle Harwood, Planning and Development, Brandon Bennett, Code Compliance and Melinda Ramos, Law]*

**August 22, 2019 (Thursday)**

**Budget Workshop (City Council Conference Room 290)**

**August 23, 2019 (Friday)**



*Updated June 14, 2019*

***City of Fort Worth  
City Council Work Session Agenda Calendar***

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***Budget Workshop (City Council Conference Room 290)***

***August 27, 2019***

***3:00 p.m. City Council Work Session  
Fort Worth Crime Control and Prevention District Board of Directors Quarterly  
Meeting (Tentative - Immediately Following City Council Work Session)***

- Update on establishment of a Medical Innovation District ***[Brenda Hicks- Sorensen, Economic Development]***

***City Council Meeting of June 11, 2019***  
***Staff Action Tracking***

Item #1	Notification process on Preliminary plats	
Due Date:	8/13/19	Council District: 8
Staff Action:	IR	
Responsibility:	Melinda Ramos – Law and Dana Burghdoff – Planning and Development	
<hr/>		
Item #2	Update on Fire Fighter exposure to carcinogens and what can/is the City doing (already scheduled on 8/6 from SAT from 5/14)	
Due Date:	8/6/19	Council District: 6
Staff Action:	IR/Presentation on Firefighters exposure to carcinogens and what can/is the City doing	
Responsibility:	Valerie Washington – City Manager’s Office, Brian Dickerson – Human Resources and Sarah Fullenwider - Law	
<hr/>		
Item #3	Mowing schedule and frequency update and update on high grass on private property – standards, process for compliance with standards	
Due Date:	August 22, 2019 (Budget Wksn)	Council District: 7 & 6
Staff Action:	Presentation	
Responsibility:	Brandon Bennett – Code Compliance and David Creek – Park and Recreation.	

**CITY OF FORT WORTH, TEXAS  
CITY COUNCIL WORK SESSION  
JUNE 11, 2019**

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**Present:**

Mayor Pro tem Dennis Shingleton, District 7  
Council Member Brian Byrd, District 3  
Council Member Cary Moon, District 4  
Council Member Jungus Jordan, District 6  
Council Member Kelly Allen Gray, District 8  
Council Member Ann Zadeh, District 9

**Absent:**

Mayor Betsy Price  
Council Member Carlos Flores, District 2  
Council Member Gyna Bivens, District 5

**Staff Present:**

David Cooke, City Manager  
Sarah Fullenwider, City Attorney  
Mary J. Kayser, City Secretary

With a quorum of the City Council Members present, Mayor Pro Tem Shingleton called the Fort Worth City Council Work Session to order at 3:02 p.m. on Tuesday, June 11, 2019, in City Council Conference Room 290 of the Fort Worth City Hall, 200 Texas Street, Fort Worth, Texas.

**1. Report of the City Manager – David Cooke, City Manager**

**a. Changes to the City Council Agenda**

There were no changes.

**b. Upcoming and Recent Events**

There were no events announced.

**c. Organizational Updates and Employee Recognition(s)**

Aviation Director, Bill Welstead recognized Aaron Barth as TxDOT's Aviation Division's 2019 Reliever Airport Manager of the Year. Mr. Welstead also introduced Joe Hammond as the new Assistant Director assigned to Spinks Airport.

**d. Informal Reports**

1. IR 10237: Budget and Property Tax Setting Calendar and Schedule of Meetings
2. IR 10238: Final Results of Rating Outcomes on Bonds within the 2019 Debt Plan



**2. Current Agenda Items - City Council Members**

There were no items brought forward.

**3. Responses to Items Continued from a Previous Week**

- a. **M&C L-16203 - (FUTURE COUNCIL DISTRICT 7) - Authorize Execution of Municipal Services Agreement for the Proposed Owner-Initiated Annexation of Approximately 115.026 Acres of Land in Denton County, Located North of Intermodal Parkway and South of Highway 114 off of FM 156, in the Far North Planning Sector, AX-19-001 (Continued from April 9, 2019, by Staff)**
- b. **M&C L-16204 - (FUTURE COUNCIL DISTRICT 7) - Adopt Ordinance for the Owner-Initiated Annexation of Approximately 115.026 Acres of Land and 35.589 Acres of Right-of-Way in Denton County, Located North of Intermodal Parkway and South of Highway 114 off of FM 156, in the Far North Planning Sector, AX-19-001 (Continued from April 9, 2019, by Staff)**
- c. **ZC-19-039 - (COUNCIL DISTRICT 7) - M. T. Cole Family Partnership #2, NP-OV Fort Worth Project 1, 14500 - 15300 FM Road 156; From: Unzoned To: "K" Heavy Industrial 115.02 acres (Recommended for Approval by the Zoning Commission) (Continued from April 9, 2019, by Staff)**

At the request of the applicant the above items will be continued until August 6, 2019.

**4. Briefing on Community Development Council's Recommended 2019-2020 Action Plan - Barbara Asbury, Neighborhood Services Department and Jerome Johnson, Community Development Council**

Ms. Barbara Asbury, Neighborhood Services Department provided an overview of the Recommended 2019-2020 Action Plan.

**5. Briefing on Fire Collective Bargaining Agreement - David Cooke, City Manager's Office**

City Manager David Cooke, City Manager's Office, provided an update on the Fire Collective Bargaining Agreement. Michael Glenn, President of Fire Fighters Local 440 reported that the Fire Fighters had ratified the agreement.

**6. City Council Requests for Future Agenda Items and/or Reports**

Council Member Jordan – update on Fire Fighters and Cancer.

Council Member Allen Gray – Notification process for Preliminary Plats.

Council Members Jordan and Shingleton – update on mowing in ROW's, easements and the tall grass standard for private property.

**7. Executive Session (CITY COUNCIL CONFERENCE ROOM, CITY HALL, ROOM 290)**

There being no need for an Executive Session and no further business to come before the City Council Mayor Pro Ten Shingleton adjourned the meeting at 3:46 p.m.

These minutes approved by the Fort Worth City Council on the 18<sup>th</sup> day of June, 2019.

Attest:

Approved:

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Mary J. Kayser  
City Secretary

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Betsy Price  
Mayor

**CITY OF FORT WORTH, TEXAS  
REGULAR CITY COUNCIL MEETING  
JUNE 11, 2019**

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**Present:**

Mayor Pro tem Dennis Shingleton, District 7  
Council Member Brian Byrd, District 3  
Council Member Cary Moon, District 4  
Council Member Gyna Bivens, District 5  
Council Member Jungus Jordan, District 6  
Council Member Kelly Allen Gray, District 8  
Council Member Ann Zadeh, District 9

**Absent:**

Mayor Betsy Price  
Council Member Carlos Flores, District 2

**Staff Present:**

David Cooke, City Manager  
Sarah Fullenwider, City Attorney  
Mary J. Kayser, City Secretary

**I. CALL TO ORDER**

With a quorum of the City Council Members present, Mayor Pro tem Shingleton called the regular session of the Fort Worth City Council to order at 7:00 p.m. on Tuesday, June 11, 2019, in the City Council Chamber of the Fort Worth City Hall, 200 Texas Street, Fort Worth, Texas.

**II. INVOCATION – Pastor Randy Hardisty, Trinity Cumberland Presbyterian**

The invocation was provided by Pastor Randy Hardisty, Trinity Cumberland Presbyterian.

**III. PLEDGES OF ALLEGIANCE TO THE UNITED STATES AND THE STATE OF TEXAS**

The Pledges of Allegiance to the United States of America and the State of Texas were recited.

**IV. CONSIDERATION OF MINUTES OF CITY COUNCIL WORK SESSION AND REGULAR MEETING OF JUNE 4, 2019**

Motion: Council Member Moon made a motion, seconded by Council Member Byrd, that the minutes of the City Council Work Session and Regular meeting of June 4, 2019, be approved. Motion passed 7-0, Mayor Price and Council Member Flores absent.

**V. ITEMS TO BE WITHDRAWN FROM THE CONSENT AGENDA**

There were no items to be withdrawn from the Consent Agenda.

**VI. ITEMS TO BE CONTINUED OR WITHDRAWN BY STAFF**

There were no items to be continued or withdrawn by staff.

**VII. CONSENT AGENDA**

Motion: Council Member Byrd made a motion, seconded by Council Member Bivens, that the Consent Agenda be approved. Motion passed 7-0, Mayor Price and Council Member Flores absent.

**A. General - Consent Items**

- 1. M&C G-19551 - Adopt Appropriation Ordinance No. 23687-06-2019 Correcting Certain Financial Accounts by Increasing the Estimated Receipts and Appropriations in the HUD Section 108 Loan Fund in the Amount of \$28,539,931.80 (COUNCIL DISTRICTS 2 and 8)**
- 2. M&C G-19552 - Adopt a Resolution No. 5096-06-2019 Authorizing Execution of Amendment No. 1 to an Advance Funding Agreement with the Texas Department of Transportation for Purchase and Installation of Traffic Signal Communication Equipment for the Regional Traffic Signal Retiming Project (CSC No. 52111) to Increase the Number of Locations from 33 to 140 at no Additional Cost (ALL COUNCIL DISTRICTS)**
- 3. M&C G-19553 - Adopt Water and Wastewater Capital Improvements Plan Citizen Advisory Committee Semi-Annual Progress Report (ALL COUNCIL DISTRICTS)**

**B. Purchase of Equipment, Materials, and Services - Consent Items**

- 1. M&C P-12339 - Authorize Purchase Agreements with immixTechnology, Inc. for KRONOS Workforce TeleStaff On-Premise Software Licensing, Professional Services, Support and Maintenance Using a Cooperative Agreement with immixTechnology, Inc. in an Amount Not to Exceed \$462,120.19 for the First Year and Four Renewal Options in an Annual Amount of \$60,540.00 for the Information Technology Solutions Department (ALL COUNCIL DISTRICTS)**

**C. Land - Consent Items**

1. **M&C L-16226 - Authorize the Sale of City-Owned Surplus Property Described as 0.148 Acres in the A. Van Norstrand Survey, Abstract No. 1584, Located on the 2500 Block of Roberts Cut-Off Road to the City of River Oaks, for a Total Purchase Price of \$19,478.00 (COUNCIL DISTRICT 7)**
2. **M&C L-16227 - Authorize Acquisition of a Drainage Facility Easement, Right of Way Easement and Temporary Construction Easement Rights in Approximately 1.861 Acres of Land from Property Owned by X Heritage Trace Village, LTD, Located in the Josiah Survey, Abstract No. 1600, Tarrant County, Fort Worth, Texas, for the Harmon Road - Golden Triangle Blvd to US 287 Project in the Amount of \$844,600.00 and Pay Estimated Closing Costs in the Amount Up to \$6,000.00, for a Total Cost of \$850,600.00 (2018 Bond Program) (COUNCIL DISTRICT 7)**

**E. Award of Contract - Consent Items**

1. **M&C C-29144 - Authorize Execution of Amendment No. 3 to City Secretary Contract No. 49326, a Professional Services Agreement with Brown & Gay Engineers, Inc. in an Amount Not to Exceed \$600,000.00 and an Additional Term of 12 months for Staff Extension Services in Managing Transportation and Public Works Capital Projects (ALL COUNCIL DISTRICTS)**
2. **M&C C-29145 - Authorize Execution of Amendment No. 1 to City Secretary Contract No. 50902 to Increase the Ground Space of Lease Site 31N and Authorize Execution of a Consent to Leasehold Deed of Trust to Facilitate New Hangar Construction with Daniel Griffith, at Fort Worth Spinks Airport (COUNCIL DISTRICT 6)**
3. **M&C C-29146 - Authorize Execution of Amendment Number 1 to City Secretary Contract No. 48070 with Bermex, Inc. to Enable a Meter Reading System Upgrade, Update Pricing for a Total Contract Amount not to Exceed \$2,931,600.00 and to Include One Additional Annual Renewal Option (ALL COUNCIL DISTRICTS)**
4. **M&C C-29147 - Authorize Execution of an Engineering Services Agreement with Halff Associates, Inc., in the Amount of \$930,000.00 for Engineering-Related Professional Services for CentrePort Trail Phase I & Phase II (COUNCIL DISTRICT 5)**



**VIII. PRESENTATIONS BY THE CITY SECRETARY - CONSENT ITEMS**

**1. Notice of Claims for Alleged Damages and/or Injuries**

End of Consent Agenda.

**IX. SPECIAL PRESENTATIONS, INTRODUCTIONS, ETC.**

**1. Presentation of Proclamation for LGBTQ Pride Month**

Council Member Zadeh presented a proclamation for LGBTQ Pride Month to Honorable Joel Burns and Mrs. Sharon Herrera.

**X. ANNOUNCEMENTS BY CITY COUNCIL MEMBERS AND STAFF**

**1. Upcoming and Recent Events**

Council Members Byrd and Zadeh announced upcoming and recent events within the City and various Council districts.

**2. Recognition of Citizens**

Mayor Pro tem Shingleton presented Keys to the City to Mr. Jason Goober and Mr. Jeff King for their assistance with the kidnapping recovery of 8-year old Salem Sabatka a few weeks ago.

**3. Approval of Ceremonial Travel**

There was no approval of ceremonial travel.

**XI. PRESENTATIONS BY THE CITY COUNCIL**

**1. Changes in Membership on Boards and Commissions**

Motion: Council Member Zadeh made a motion, seconded by Council Member Byrd, that Ms. Melissa Konur be reappointed to Place 9 on the City Plan Commission and the Capital Improvements Advisory Committee on Transportation Impact Fees, effective June 11, 2019, and with a term expiring October 1, 2021. Motion passed 7-0, Mayor Price and Council Member Flores absent.

**XII. PRESENTATIONS AND/OR COMMUNICATIONS FROM BOARDS, COMMISSIONS AND/OR CITY COUNCIL COMMITTEES**

There were no presentations and/or communications from boards, commissions, and/or City Council committees.

**XIII. RESOLUTIONS**

- 1. A Resolution Appointing Two Persons to the Board of Directors of Multipurpose Arena Fort Worth, A Texas Non-Profit Corporation**

Motion: Council Member Allen Gray made a motion, seconded by Council Member Byrd, that Resolution No. 5097-06-2019, be adopted. Motion passed 7-0, Mayor Price and Council Member Flores absent.

- 2. A Resolution Authorizing the City Manager to Develop and Implement the Plan for Closure and Re-purposing of Sycamore Creek Golf Course into a Community Park by October 1, 2019 (COUNCIL DISTRICT 8)**

Motion: Council Member Allen Gray made a motion, seconded by Council Member Byrd, that Resolution No. 5098-06-2019, be adopted. Motion passed 7-0, Mayor Price and Council Member Flores absent.

**XIV. REPORT OF THE CITY MANAGER**

**B. General**

- 1. M&C G-19554 - Conduct Public Hearing to Consider Variance from Section 4-4 of the City Code to Allow Beer and Wine Sales for On-Premise Consumption at Bad Axe Throwing Located at 1200 E. Lancaster Avenue (COUNCIL DISTRICT 8) (PUBLIC HEARING)**

Mayor Pro tem Shingleton opened the public hearing.

**a. Report of City Staff**

Ms. Dana Burghdoff, Planning and Development Department, appeared before Council and provided a staff report.

**b. Citizen Presentations**

Mr. Nicholas Jahr, 1200 East Lancaster Avenue, appeared before Council in support of Mayor and Council Communication G-19554.

**c. Council Action**

Motion: Council Member Allen Gray made a motion, seconded by Council Member Moon, that the public hearing be closed and Mayor and Council Communication G-19554 be approved. Motion passed 7-0, Mayor Price and Council Member Flores absent.

**D.     Land**

- 1.     M&C L-16203 - Authorize Execution of Municipal Services Agreement for the Proposed Owner-Initiated Annexation of Approximately 115.026 Acres of Land in Denton County, Located North of Intermodal Parkway and South of Highway 114 off of FM 156, in the Far North Planning Sector, AX-19-001 (FUTURE COUNCIL DISTRICT 7) (Continued from a Previous Meeting)**
- 2.     M&C L-16204 - Adopt Ordinance for the Owner-Initiated Annexation of Approximately 115.026 Acres of Land and 35.589 Acres of Right-of-Way in Denton County, Located North of Intermodal Parkway and South of Highway 114 off of FM 156, in the Far North Planning Sector, AX-19-001 (FUTURE COUNCIL DISTRICT 7) (Continued from a Previous Meeting)**

**XV.    ZONING HEARING**

It appeared that the City Council, at its meeting of April 9, 2019, continued the public hearing.

- 1.     ZC-19-039 - (CD 7) - M. T. Cole Family Partnership #2, NP-OV Fort Worth Project 1, 14500 - 15300 FM Road 156; From: Unzoned To: "K" Heavy Industrial 115.02 acres (Recommended for Approval by the Zoning Commission) (Continued from a Previous Meeting)**

Motion:     Council Member Jordan made a motion, seconded by Council Member Bivens, that Mayor and Council Communications L-16203 and L-16204 and Zoning Docket ZC-19-039 be continued to August 6, 2019. Motion passed 7-0, Mayor Price and Council Member Flores absent.

**F.     Award of Contract**

- 1.     M&C C-29148 - Authorize Execution of a Five-Year Tax Abatement Agreement with Patrick J. Wells for the Rehabilitation of a Single-Family Dwelling Located at 2941 Travis Avenue in Neighborhood Empowerment Zone Area 6 (COUNCIL DISTRICT 9)**

Motion:     Council Member Zadeh made a motion, seconded by Council Member Allen Gray, that Mayor and Council Communication C-29148 be approved. Motion passed 7-0, Mayor Price and Council Member Flores absent.

**2. M&C C-29149 - Authorize Execution of Contract with Stabile & Winn, Inc., in the Amount of \$3,903,205.00 for FY 17 Round 3 of the Council District 9 Street Repair and Reconstruction Program and Near Southside Medical District Water and Sanitary Sewer Main Improvements on Various Streets, and Adopt Appropriation Ordinance (COUNCIL DISTRICT 9)**

Motion: Council Member Zadeh made a motion, seconded by Council Member Allen Gray, that Mayor and Council Communication C-29149 be approved with enthusiasm and Appropriation Ordinance No. 23688-06-2019 be adopted. Motion passed 7-0, Mayor Price and Council Member Flores absent.

**XVI. CITIZEN PRESENTATIONS**

Ms. Ingrid Ebbers, 401 Scrub Oak Court, completed a Citizen Presentation card relative to the Stockyards Cattle Drive and wrong way drivers on Exchange Avenue and was recognized by Mayor Pro tem Shingleton but was not present in the Council Chamber.

Mr. Bob Willoughby, 6731 Bridge Street #125, appeared before Council relative to Code Compliance, the Mayor and City Council.

Mr. Jerome Johnson, representing the Highland Hills Neighborhood Association, 5632 Cando Drive, completed a Citizen Presentation card relative to public health and safety concerns in Highland Hills and was recognized by Mayor Pro tem Shingleton but was not present in the Council Chamber..

Ms. Lasondra Huggins, 8504 Ohara Lane, completed a Citizen Presentation card relative to herself and was recognized by Mayor Pro tem Shingleton but was not present in the Council Chamber.

Ms. Mary Williams, 2533 Malvern Trail, appeared before Council relative to the Southeast Fort Worth Dollar Store.

Mr. Peter Rokkas, 616 North Riverside Drive, appeared before Council relative to the homeless and how to generate money for the homeless.

Ms. Sandra Shelton, 6008 Welch Avenue, completed a Citizen Presentation card relative to the proclamation for LGBTQ Pride Month and was recognized by Mayor Pro tem Shingleton but was not present in the Council Chamber.

The following individuals appeared before Council relative to police relations and the community:

Bishop Mark Kirkland, representing St. Mark Church, 6425 Vel

Ms. Angela Darden, 1520 Grantland Circle

Minister Dominique Alexander, representing the Next Generation Action Network (NGAN), 2512 East Overton Road, Dallas, Texas

Ms. LaDonna Meyers, 4916 Flamingo Road

**CITY OF FORT WORTH, TEXAS  
REGULAR CITY COUNCIL MEETING  
JUNE 11, 2019  
Page 8 of 8**

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Mr. Gerald Banks, Sr., 6861 Routt Street  
Pastor B.R. Daniels, 1212 Cameo Drive  
Mr. Jesse Taylor, 4408 Village Creek Road  
Mr. Michael Bell, P.O. Box 51240  
Mr. Oscar Sutphen, 1900 Ash Crescent  
Mr. Jimmy Blackwell, 5116 Norma Street  
Mr. Cleveland Harris, 9012 Sunridge Circle #111  
Pastor Kyev Tatum, 2864 Mississippi Avenue, P.O. Box 523  
Mr. Chris Nettles, 1121 East Bowie Street  
Mr. Rodney McIntosh, 5420 Conroy Street  
Mr. Cory Hughes, 9624 Willow Branch Way  
Mr. Damon Crenshaw, representing, NGAN, 7441 Marvin D. Love Freeway, Suite 310, Dallas, Texas

Mr. Ernest Walker, representing The American Black Cross, 1500 Berry Street, completed a speaker card relative to the community and was recognized by Mayor Pro tem Shingleton but was not present in the Council Chamber.

**XVII. EXECUTIVE SESSION (CITY COUNCIL CONFERENCE ROOM, CITY HALL, ROOM 290)**

**XVIII. ADJOURNMENT**

There being no further business, Mayor Pro tem Shingleton adjourned the Regular meeting at 8:44 p.m.





**TO:** The Honorable Mayor and City Council Members

**FROM:** Carlos Flores, District 2 *CF*

**DATE:** June 6, 2019

**SUBJECT:** Appointment to Board/Commission/Committee

**APPOINTMENT:**

Request your consideration to appoint to Position 2 with a term to expire October 1, 2020:

Jose Diaz to the Urban Design Commission.

The respective applications are attached and resume, if provided. The original copy will be maintained in the City Secretary's Office.

**CARLOS E. FLORES**

City Council District 2 ★200 Texas Street ★Fort Worth, Texas 76102  
(817) 392-8802★FAX (817) 392-6187



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## Request

### Which Boards would you like to apply for?

Urban Design Commission: Submitted

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## Profile

Jose

First Name

Diaz

Last Name

jdiaz@bokapowell.com

Email Address

8112

Street Address

Bralers Way

Suite or Apt

Fort Worth

City

TX

State

76131

Postal Code

Mobile: (817) 372-0985

Primary Phone

Home:

Alternate Phone

BOKA Powell

Employer

Architectural Designer

Job Title

Non-Employeed

Spouse Employer and Job Title

### What district do you live in? \*

☒ District 2

15 years

Length of time as a Fort Worth resident

Question applies to multiple boards

**This board requires that you are a registered voter in the City of Fort Worth. Are you registered to vote in the City of Fort Worth? \***

☒ No

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## Interests & Experiences

**Describe any qualifications, expertise or special interests that relate to your possible appointment?**

I have been working in the Architecture Design field for over 7 years and design is something that I am passionate about. I want to help in any way possible in creating a more aesthetically pleasing environment for Fort Worth residents and visitors. Professionally I have worked on multiple large and small scale projects from conceptual design and seeing the process all the way through Construction Administration.

[Jose Diaz resume.pdf](#)

Upload a Resume

Question applies to Urban Design Commission

**Below are the requirements/areas of interest for membership to the Urban Design Commission. Please select the fields where you have experience or general knowledge of the community, civic interest in or knowledge of urban design: Check all that apply. \***

- ☒ Architect/architectural design review
- ☒ Knowledge or interest of urban design principles
- ☒ Civic interest in planning

Question applies to Urban Design Commission

**Are you familiar with form based code districts? \***

☒ Yes ☐ No

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**Commitment**

**Recognizing that serving on a board, commission or committee is often time consuming, most meet on a monthly basis, are you committed to attending all regularly scheduled meetings? \***

☒ Yes

**If required by law, do you agree to complete all financial statements required for the appointed board, commission or committee? \***

☒ Yes

**Have you ever been a member of a City of Fort Worth board, commission or committee before? If so, please indicate the board, commission or committee and approximate dates of service:**

**Have you taken the State of Texas Open Meeting Act training?**

☐ Yes ☒ No

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## Conflicts of Interest

### IMPORTANT NOTICE TO APPLICANTS

Members of Board and Commissions and their Family Members are prohibited from having a direct or indirect financial interest in a contract with the City. (City Charter, Chapter XXVII, Section 16)

***What this means:*** Except for limited circumstances, you cannot own or work for a company that has a current contract with the City.

If you have any questions about your eligibility to serve on a City board or commission, please contact the City Attorney's Office at 817-392-7600

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**Do you, your spouse or a member of your immediate family, own or work for a company that has a current contract with the City of Fort Worth?**

☐ Yes ☒ No

**Do you, your spouse or any immediate family member, individually or on behalf of company/business entity have any pending bids, proposals or negotiations with the City?**

☒ Yes ☐ No

**Do you, your spouse or a member of your immediate family routinely come before the Board or Commission you are applying for?**

☐ Yes ☒ No

**Are you or your spouse, either individually or on behalf of a business entity, involved in any pending bids, proposals or negotiations in connection with a city contract?**

☐ Yes ☒ No

**Do you represent the private interests of others in criminal or civil litigation or a claim to which the City or an employee of the City is a party?**

☐ Yes ☒ No

**Do you or a member of your immediate family have ownership interest in any property that is the subject of a condemnation proceeding, planning and zoning proceeding or any other administrative or court proceeding in which the City of Fort Worth or its agencies are interested parties?**

☐ Yes ☒ No

**Do you or your spouse, either individually or through your employers, have any pending claims against the City?**

☐ Yes ☒ No

**Have you had any convictions of criminal offenses other than parking or traffic tickets?**

☐ Yes ☒ No

**If you answer yes to any of the questions above, please explain or ask to speak to a representative:**

I am currently employed by BOKA Powell Architects in Down Town Fort Worth and we will often times work or submit qualifications to work on City Projects.

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## **Civic Engagement & Education**

**What civic or community endeavors have you been involved in? (Please list names of organization(s), positions held, dates of service and whether your service was provided on a compensated or voluntary basis.)**

I do my best to volunteer with city schools working to implement a better Architectural Curriculum and Path towards Architecture Degrees.

**What is your educational background?**

Graduated from Lake Worth High School as Salutatorian in 2006. Graduated from University of Texas at Arlington - Bachelors Degree in Architecture 2010 Graduated From University of Texas at Arlington with Teacher Fellowship - Master's Degree in Architecture 2012

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## **Demographics**

**Ethnicity**

☒ Hispanic

**Gender**

☒ Male

08/08/1988

Date of Birth

**Are you a registered voter?**

☐ Yes ☒ No

**If no, would you like us to send you a voter's registration card?**

☒ Yes ☐ No

# J O S E D I A Z

8112 Bralers Way  
Fort Worth, Texas 76131  
817.372.0985

## STATEMENT

Interested in filling a void in one of the Districts for the Urban Design Commission after moving back to Fort Worth and looking to be involved with city and community. Opportunity was presented by Laura Voltmann and Gannon Gries.

## EDUCATION

<i>University of Texas at Arlington</i> Master's Degree in Architecture	Arlington, Texas	2010-2012
<i>University of Texas at Arlington</i> Bachelor of Science in Architecture	Arlington, Texas	2006-2010
<i>Lake Worth High School</i> Salutatorian	Lake Worth, Texas	2002-2006

## EMPLOYMENT

Architectural Designer <i>BOKA Powell</i>	Dallas & Fort Worth, Texas	Summer 2012-Present
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: Responsible for Designing, Documenting and being involved in every project phase from Conceptual Design to Construction Administration while meeting with Clients to discuss project design and development.

Enhanced Graduate Teaching Assistant <i>University of Texas at Arlington</i>	Arlington, Texas	Spring 2012
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: Assisting Professor of Design Communications II with preparing second semester students to understand concepts and design principles as it pertains to architectural design through different mediums that will develop their craftsmanship and maintain a strong work ethic.

Undergraduate Teaching Instructor <i>University of Texas at Arlington</i>	Arlington, Texas	Fall 2011
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: Responsible for guiding first-year students in architecture/interior design to understand the importance of drawing/sketching as a strong foundation for the profession and to apply basic design principles while preparing for expectations and rigors of the architecture career.

Architecture Intern <i>DesignNet</i>	Pantego, Texas	Summer 2011
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: Responsible for producing plans, sections, elevations, construction details, 3d models, and presentation renderings. As well as designing small pavilions for city of Mansfield, producing site surveys and meeting with clients to discuss architectural ideas.



## FELLOWSHIPS RECOGNITION

2010 – Qualified Enhanced Graduate Teaching Assistantship for UT-Arlington.

2010 – Awarded Graduate Master's Teaching Fellowship for UT-Arlington.

2006 – Graduated Salutatorian, Lake Worth High School

## SKILL SET

Autodesk AutoCAD  
Sketch up  
Adobe Photoshop

Autodesk Revit  
Newforma  
Adobe InDesign

Autodesk 3dStudio Max  
Rhinoceros  
Adobe Illustrator

## ATTRIBUTES

Self-Motivated / Responsible / Organized / Focused / Integrity / Work Ethic / Bilingual

## REFERENCES

Mark Dabney  
Todd Hamilton  
Don Powell

817.932.4194  
214.770.4649  
214.616.3457

## PORTFOLIO

Link to portfolio:  
[josediazarchitectureportfolio.shutterfly.com](http://josediazarchitectureportfolio.shutterfly.com)

Architecture Physical Portfolio available upon request.  
Master's Degree Physical Portfolio available upon request.  
Professional Physical Portfolio available upon request.

To the Mayor and Members of the City Council

June 18, 2019

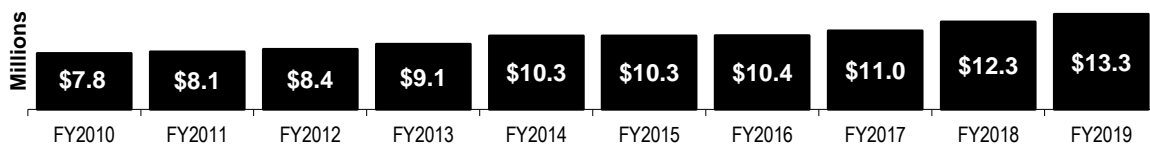
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SUBJECT: APRIL 2019 – SALES TAX UPDATE

Sales tax revenue represents approximately twenty-two percent (22.3%) of the City's General Fund anticipated revenue in Fiscal Year 2019. It is the second largest revenue source, with property tax being the largest. In addition, sales tax revenue represents the largest revenue source in the Crime Control and Prevention District Fund. Staff is committed to providing regular updates on this important and sometimes volatile revenue source. The Texas Comptroller's Office posted April 2019 (Fiscal Year 2019, Period 7) collection results on June 12th, 2019. Actual receipts are dependent upon the timeliness and accuracy of sales tax payers' returns. This report provides Fort Worth's sales tax collection compared to last year and the impact on the current year's budget.

#### APRIL NET SALES TAX COLLECTIONS (10-YEAR HISTORY)



The City's net sales tax collection is up **\$1,061,262** or **8.6%**, compared to the same month last year. As depicted in the table below, the City experienced **\$627,589** or a **5.2%** increase when compared to last year's collections for the same month. Current period collections include transactions that were collected for the current period on schedule within the due date.

#### COLLECTION DETAIL FOR CITY SALES TAX

Collection Detail for City Sales Tax				
	April 18	April 19	Variance (\$)	Variance (%)
<b>Current Period Collections</b>	\$12,147,075	\$12,774,664	\$627,589	5.2%
Other Collections	200,175	588,050	387,875	193.8%
Audit Adjustments	121,769	196,303	74,534	61.2%
Service Fee	(249,380)	(271,180)	(21,800)	(8.7%)
Retainage	49,926	42,990	(6,936)	(13.9%)
<b>Net Collections</b>	<b>\$12,269,565</b>	<b>\$13,330,827</b>	<b>\$1,061,262</b>	<b>8.6%</b>

\*OTHER COLLECTIONS ARE PAYMENTS ATTRIBUTED TO NON-CURRENT COLLECTIONS INCLUDING PRIOR PERIOD, FUTURE PERIOD AND UNIDENTIFIED COLLECTIONS. (AUDIT ADJUSTMENTS MAY FLUCTUATE BASED UPON RESULTS OF TAXPAYER SALES TAX AUDITS CONDUCTED BY THE STATE OF TEXAS.)

To the Mayor and Members of the City Council

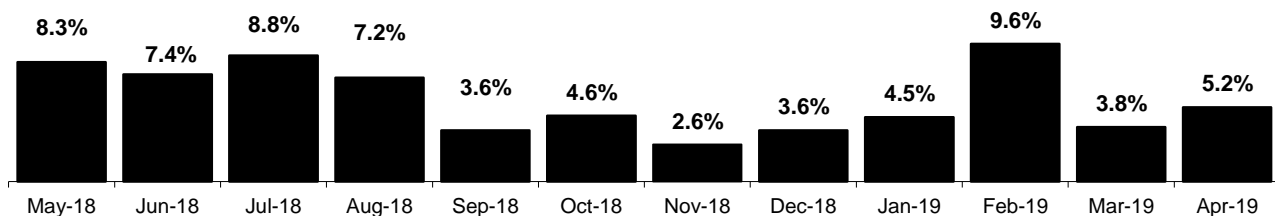
June 18, 2019

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SUBJECT: APRIL 2019 – SALES TAX UPDATE

**CURRENT PERIOD COLLECTIONS**  
Change Compared to Same Month in Prior Year



The City's General Fund sales tax collections as of FY2019 M07 are 102% to budget, and at 107% for the same period last year. The City's Crime Control and Prevention District Fund (CCPD) sales tax collections as of FY2019 M07 are 104% to budget, and 107% for the same period last year.

**CITY OF FORT WORTH YTD NET COLLECTIONS COMPARISON**

	Budget as of Period 7	Current Receipts Through Period 7	FY2018 Receipts Through Period 7
CITY OF FORT WORTH			
GENERAL FUND	\$93,094,387	\$95,421,121	\$89,413,031
CRIME CONTROL AND PREVENTION DISTRICT	43,752,544	45,359,196	42,317,174
TOTAL	<b>\$136,846,931</b>	<b>\$140,780,317</b>	<b>\$131,730,205</b>

**CITY OF FORT WORTH BUDGET COMPARISON – FY2019**

	Adopted Budget	Amended Budget	Fiscal Year Projections	Projected Variance to Amended	
				(\$)	(%)
CITY OF FORT WORTH					
GENERAL FUND	\$163,151,802	\$163,151,802	\$163,151,802	\$0	0.0%
CRIME CONTROL & PREVENTION DISTRICT	\$76,678,160	\$76,678,160	\$76,678,160	\$0	0.0%

The City anticipates collecting **\$163,151,802** by fiscal year end, which matches original estimates in the FY2019 adopted budget.


**To the Mayor and Members of the City Council**
**June 18, 2019**

Page 3 of 3

**SUBJECT: APRIL 2019 – SALES TAX UPDATE**

The chart below indicates how current year sales tax net collections in Fort Worth and other select cities in the state compare to FY2018 collections for the same period.

**CITIES COMPARISON – NET COLLECTIONS  
FY2019 vs. FY2018**

<b>City</b>	<b>1st Quarter</b>	<b>2nd Quarter</b>	<b>April</b>	<b>YTD</b>
ARLINGTON	111.3%	105.9%	116.3%	109.7%
MCKINNEY	105.8%	104.7%	116.1%	106.7%
AUSTIN	108.0%	106.3%	114.6%	108.2%
SAN ANTONIO	106.6%	103.3%	111.8%	105.9%
GRAND PRAIRIE	104.1%	103.8%	110.3%	104.8%
DALLAS	104.7%	103.0%	109.7%	104.6%
EL PASO	102.8%	104.7%	109.1%	104.5%
GARLAND	103.1%	100.4%	108.7%	102.7%
<b>FORT WORTH</b>	<b>106.2%</b>	<b>106.6%</b>	<b>108.6%</b>	<b>106.7%</b>
IRVING	113.0%	122.2%	103.9%	115.7%
HOUSTON	99.2%	102.1%	103.7%	101.0%
PLANO	103.0%	98.6%	101.9%	101.1%
FRISCO	103.1%	100.5%	101.1%	101.7%
 STATE TOTAL	 106.5%	 107.3%	 103.0%	 106.3%

Source: Allocation Payment Detail and Monthly All Fund Revenue Report, Texas Comptroller of Public Accounts

If you have any questions, please call Terry Hanson, Assistant Director of Budget and Analysis, at 817-392-7934.

**David Cooke**  
**City Manager**



To the Mayor and Members of the City Council

June 18, 2019

Page 1 of 2

**SUBJECT: COMMUNITY ENGAGEMENT QUARTERLY WORKSHOP SERIES**

The purpose of this Informal Report is to inform the City Council that the Community Engagement Office is beginning a new initiative with city departments and area agencies to provide quarterly educational workshops about city programs and resources.

Each **Quarterly Workshop Series** will be offered to inform neighbors about new department programs, processes or to highlight existing programs that may be seasonal in nature. All workshops and material will be provided at no cost to neighbors. Neighbors may choose to attend any or all workshops/locations regardless of where they reside. Initial workshop locations were chosen based upon availability during the summer months, cost, and ease of access and are subject to change each quarter. Refreshments will be provided by registered neighborhood associations, alliances or area agencies who have agreed to serve as cohosts.

The goals for this new initiative are:

- To provide education about city programs and resources to neighbors who *may not be aware of* or currently *choose not to participate* in their neighborhood association.
- Create additional opportunities for registered neighborhood association leadership to engage neighbors in their communities and expand their membership.

**PROMOTION & OUTREACH EFFORTS:** Outreach efforts by the Community Engagement Office will include face-to-face, phone and email contact with leaders and staff who have the access and ability to help encourage and promote workshop attendance. Efforts will include collaboration with:

Community Centers & YMCA Program Coordinators  
Faith-Based Organizations  
Area Agencies

Libraries  
Multifamily & Senior Adult Developments  
Senior Adult Centers

In addition, all workshops will be promoted via The Roundup, City News, the Community Engagement Weekly Bulletin, NextDoor, Facebook and Twitter. Requests will also be shared with Mayor and Councilmembers that they publicize workshops using their social media networks.

**SUMMER WORKSHOP SERIES:** The workshops being offered during the first series were previously presented to neighborhood association and alliance leaders at **The Mayor's Community Engagement Workshops & 2018 Neighborhood Awards** in February 2019. Although this event was attended by over 400 neighborhood leaders throughout the city, the concern that neighbors who are not in leadership positions *may not be aware* of many vital city programs and resources shared during these workshops was noted by internal staff and neighbors who attended the event. Staff also used additional feedback received during the City Council Retreat and neighbor surveys to determine what topics to cover in the workshops. Future workshop topics, locations, dates and times will be planned based upon internal and external customer suggestions.

**REGISTRATION:** Advance registration is required to attend these free workshops and may be completed online at: [FortWorthTexas.gov/engagement](http://FortWorthTexas.gov/engagement). For more information about this event or to register by phone, please contact the Community Engagement Office at: 817-392-6201 or via email at: [engagement@FortWorthTexas.gov](mailto:engagement@FortWorthTexas.gov).

**To the Mayor and Members of the City Council****June 18, 2019**

Page 2 of 2

**SUBJECT: COMMUNITY ENGAGEMENT QUARTERLY WORKSHOP SERIES****SUMMER WORKSHOP SERIES SCHEDULE - All workshops will be offered on Saturdays.****JULY 13, 2019**

9:30 a.m. - 12 p.m. at Northwest Library

- Can They Really Build That Here? Zoning Cases & Notifications 101
- Partnering with Your Neighborhood Patrol Officer

**JULY 20, 2019**

9:30 a.m. - 12 p.m. at The University of Texas at Arlington Research Institute (UTARI)

- Partnering with Your Neighborhood Patrol Officer
- Building Unified Communities

**JULY 27, 2019**

9:30 a.m. - 12 p.m. at Hallmark Baptist Church

- Can They Really Build That Here? Zoning 101
- Partnering with Your Neighborhood Patrol Officer

**AUGUST 3, 2019**

9:30 a.m. - 12 p.m. at Ridglea Christian Church

- Working Together to Create Pathways to Housing
- How Code Compliance Supports our Community

**AUGUST 17, 2019**

9:30 a.m. - 12 p.m. at Polytechnic United Methodist Church

- Neighborhood Services Programs (SPANISH)
- How Code Compliance Supports our Community (SPANISH)

**AUGUST 24, 2019**

9:30 a.m. - 12 p.m. at Harvest Assembly of God

- Can They Really Build That Here? Zoning 101
- Partnering with Your Neighborhood Patrol Officer

**AUGUST 24, 2019**

10:30 a.m. - 1 p.m. at Diamond Hill Community Center

- Neighborhood Services Programs (SPANISH)
- How Code Compliance Supports our Community (SPANISH)

**SEPTEMBER 7, 2019**

9 - 11:30 a.m. at The Villages of Woodland Springs (VOWS) Amenities Center

- Can They Really Build That Here? Zoning 101
- How Code Compliance Supports our Community

For any questions about this new initiative, please contact Michelle Gutt, Communications and Public Engagement Director, at [michelle.gutt@fortworthtexas.gov](mailto:michelle.gutt@fortworthtexas.gov) or 817-994-9141.

**David Cooke**  
**City Manager**

**To the Mayor and Members of the City Council**

**June 18, 2019**

Page 1 of 2



**SUBJECT: FY 2020 BUDGET COMMUNICATIONS PLAN**

The City of Fort Worth has a comprehensive communications plan for the FY20 Budget. The plan includes communications strategies for our internal (employees, elected officials) and external (stakeholders, Fort Worth residents).

The objectives of the plan are to:

- Educate the public on the budget process
- Encourage the public to provide input
- Educate the public on the current budget
- Educate the public on next steps

We are using a variety of outreach efforts to accomplish the plan objectives. These include:

**Internal Audiences** (City of Fort Worth employees and elected officials)

- A series of articles in Roundup (employee newsletter) on the budget
- Lunch & Learn sessions

**External Audiences** (Budget Stakeholders Group, Fort Worth Residents)

Budget Stakeholders Group

- Provide support and information for the group
- Expand the members to include representatives from Neighborhood Alliances
- Use group to develop Q and A information for website

Social Media and Email newsletters

- Place information on Nextdoor, Facebook and Twitter about the budget
- Promote public hearings
- Include information in the Community Engagement Weekly Bulletin

Video

- Produce a video on the current budget and the upcoming budget process. Post on:
  - YouTube
  - City Website and Cable Channel
  - Meeting in a Box

Public Meetings

- Include information at all public meetings and workshops
- Provide information at neighborhood association and HOA meetings as requested
- Provide a Meeting in a Box to neighborhood groups and other organizations who request additional information

Speakers

- Provide speakers for community groups and neighborhoods

Website

- Create a Budget page on the city's website
- Launch a feedback tool to allow residents to provide input online



**To the Mayor and Members of the City Council****June 18, 2019**

Page 2 of 2

**SUBJECT: FY 2020 BUDGET COMMUNICATIONS PLAN****Collateral Material**

- Produce budget handout for meetings
- Provide copies handout to all city facilities for distribution

**Media Relations**

- Provide media releases on the budget process
- Respond to media inquiries

**Organization Outreach**

- Create special messaging and information for community and business organizations to include in communications to their members
  - Chambers
  - Rotary
  - Realtors
  - AARP
  - Political organizations

The following chart outlines the timeline for each outreach effort.

<b>Communications Tool</b>	<b>June</b>	<b>July</b>	<b>Aug</b>
<b>Roundup Articles</b>	X	X	X
<b>Video complete</b>	X		
<b>Meeting in a Box</b>	X		
<b>Public Meetings</b>	X	X	X
<b>Speakers</b>	X	X	X
<b>Website page and updates</b>	X	X	X
<b>Handout</b>	X		
<b>Social Media</b>	X	X	X
<b>Community Engagement Weekly Bulletin</b>	X	X	X
<b>City News story on budget</b>	X	X	X

If you have any additional outreach that you would like us to add to the plan, or if you would like to schedule a meeting in your district to specifically discuss the FY20 Budget, please contact Michelle Gutt and her staff will assist.

Questions about the communications plan should be directed to Michelle Gutt, Communications & Public Engagement Director at 817-392-6248 or [michelle.gutt@fortworthtexas.gov](mailto:michelle.gutt@fortworthtexas.gov).

**David Cooke**  
**City Manager**

**To the Mayor and Members of the City Council****June 18, 2019**

Page 1 of 1

**SUBJECT: FY 2020 BUDGET RECOMMENDATION FROM THE  
PEDESTRIAN AND BICYCLE ADVISORY COMMISSION**

In accordance with Ordinance Number 21707-03-2015, adopted March 23, 2015, the Pedestrian and Bicycle Advisory Commission (PABAC) is tasked to review and comment on the City's annual operating budget and capital improvement program for pedestrian and bicycle improvements to meet the needs of the city. Recommendations made by the Commission will be presented to the City Manager and the City Council for consideration.

At its meeting May 9, 2019, the members of PABAC voted unanimously to recommend that the City Council consider allocating \$300,400 in the FY2020 budget for the maintenance of our existing bicycle and pedestrian infrastructure, as well as the installation of new pavement markings and signage to increase the safety and comfort of persons walking and bicycling in Fort Worth. PABAC members also felt that this small allocation would be an affordable contribution to begin implementing the recently adopted Active Transportation Plan.

Please see attached letter from Jason Lamers on behalf of the PABAC with further detail on their recommendation.

**David Cooke**  
**City Manager**

June 6, 2019

**TO:** Mayor Betsy Price and Members of the City Council

**FROM:** Jason Lammers, Chair  
Pedestrian and Bicycle Advisory Commission

**SUBJECT: FY 2020 BUDGET RECOMMENDATION FROM  
THE PEDESTRIAN AND BICYCLE ADVISORY COMMISSION**

At the May 9<sup>th</sup>, 2019 Pedestrian and Bicycle Advisory Commission (PABAC) meeting, the members voted unanimously on a FY2020 budget recommendation of \$300,400 for the maintenance of our existing bicycle and pedestrian infrastructure and installation of new facilities.

As a commission, we strongly believe that the city has a responsibility to maintain the current pedestrian and bicycle infrastructure in a manner that increases the life of such infrastructure and prevents costly reconstruction in the future. We also believe the city must improve its strategic focus on planning for future improvements needed to provide safe passage for pedestrians, cyclists and those with disabilities in a city that has become increasingly more densely populated. Such considerations are a matter of public safety.

This budget recommendation closely aligns with a decision package set forward by Transportation and Public Works staff in the budget request process titled "Implementation of Adopted Active Transportation Plan (ATP)." The Commission strongly believes these recommendations, if implemented, would improve both mobility and the safety of our citizens while also responsibly maintaining existing infrastructure.

Thank you for your consideration.

Jason Lammers

C: David Cooke, City Manager  
Susan Alanis, Assistant City Manager  
Jay Chapa, Assistant City Manager  
Fernando Costa, Assistant City Manager  
Valerie Washington, Assistant City Manager  
Reginald Zeno, Chief Financial Officer  
Pedestrian and Bicycle Advisory Commission  
Jeremy Williams, Staff Liaison

## Total Budget Recommendation

Existing Facilities Maintenance	\$130,400
ATP Implementation	\$170,000
TOTAL	\$300,400

## Existing Facilities Maintenance\*

Total Existing Network	Maintenance Proposed for FY2020	Maintenance Costs (Est.)	Maintenance Costs for FY2020 (Est.)
~25 miles Buffered Bike Lanes	~5 miles (20% of total)	\$7,500/lane mile	\$39,600
~40 miles Conventional Bike Lanes	~8 miles (20% of total)	\$5,000/lane mile	\$38,800
~125,000 linear feet of poor condition crosswalks	~25,000 linear feet (20% of POOR condition crosswalks)	\$10/linear foot	\$52,000 (add total)

\*The FY2019 budget and prior budgets have not contained funding identified specifically for the maintenance of crosswalks and on-street bike facilities.

## New Facilities

Estimated Total ATP Network Funding Need	Proposed Quantity Installed for FY2020**	Installation Cost (Est.)	Installation Costs for FY2020 (Est.)
\$1,800,000 Buffered Bike Lane	~5 miles	~ \$7,500/lane mile	\$40,000 (~2% of total)
\$200,000 Conventional Bike Lane	~8 miles	~ \$5,000/lane mile	\$40,000 (~20% of total)
N/A	9,000 linear feet of new crosswalks	~\$10/linear foot	\$90,000

\*\*Actual mileage installed may vary depending on site conditions.

**To the Mayor and Members of the City Council****June 18, 2019**

Page 1 of 4

**SUBJECT: MONTHLY DEVELOPMENT ACTIVITY REPORT**

This Informal Report is in response to the City Council's request to receive a monthly update on development activity within the City and the measures staff are using to improve the development process. Staff also generates a monthly report to keep the Council informed of the volume of development activity, process improvements and staff's performance in implementing changes and improving the delivery of plan review and permits. This activity report consists of metrics associated with building permits, infrastructure, stormwater development, and water development plan review. It provides updates on continuous development process improvement efforts. The monthly Development Activity report is attached for your use and information.

**May 2019 Highlights****Building Permits**

- In May 2019, 141 new commercial permits were issued compared to:
  - 65 new commercial permits issued in April 2019, up 117%
  - 81 new commercial permits issued in May 2018, up 74%
- Total commercial valuation (including remodels and additions) for May 2019 was \$311 million compared to:
  - \$98 million in April 2019, up 217%
  - \$158 million in May 2018, up 97%
- In May 2019, 388 new single-family permits were issued compared to:
  - 500 new single-family permits issued in April 2019, down 22%
  - 440 new single-family permits issued in May 2018, down 12%
- While the volume of new single-family permits decreased compared to April 2019 and May 2018, there was an increase in the average value per home. In May 2019, the average new single family home was \$185k compared to \$174k in April 2019 and \$164k in May 2018. The average new single family home value increased \$11k compared to April 2019 and \$21k compared to May 2018.

**Customer Service**

- Overall customer service satisfaction was 87% Very Positive or Somewhat Positive for May 2019, up from 86% in April 2019.
- A total of 81% of our customers surveyed thought that our Inspections team was extremely helpful or very helpful in May 2019 compared to 100% in April 2019.





To the Mayor and Members of the City Council

June 18, 2019

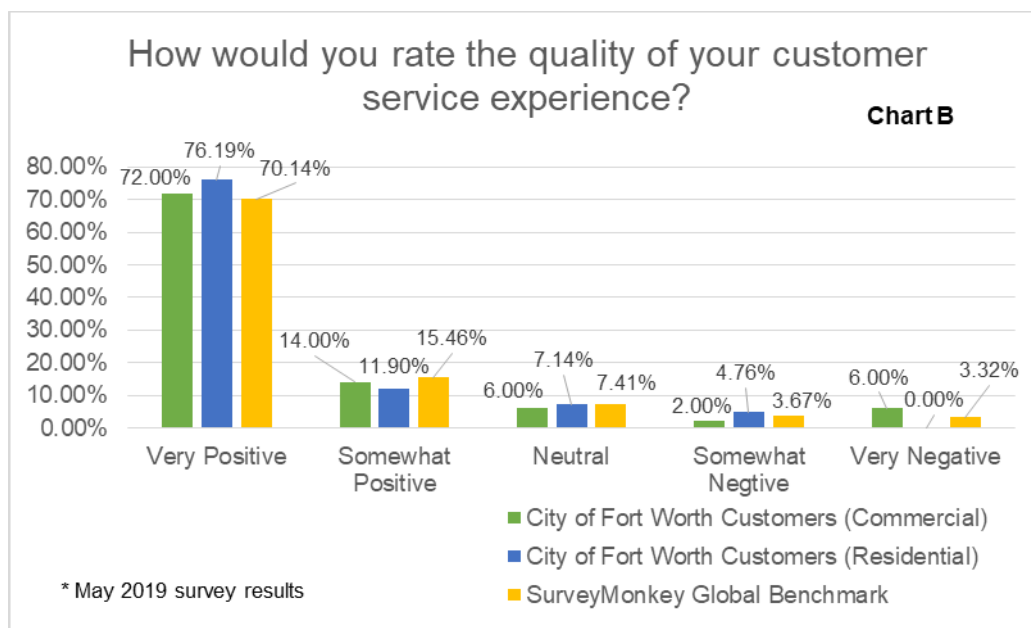
Page 2 of 4

**SUBJECT: MONTHLY DEVELOPMENT ACTIVITY REPORT**

- Chart A shows May survey responses



- Chart B shows May commercial vs residential survey responses



**To the Mayor and Members of the City Council****June 18, 2019**

Page 3 of 4

**SUBJECT: MONTHLY DEVELOPMENT ACTIVITY REPORT****X-Team Building Plan Review**

In May 2019, the following building plan reviews and issued permits were as follows:

X-Team Plan Review Conferences	7
X-Team Permits Issued	14

As of today, there are 16 permits pending revision (completed conference) and a total of 5 pending conferences. The X-Team offers Plan B, an option for an applicant to have the same benefit of an expedited plan review without a conference. There are currently 5 Plan B permits in review.

**Building Plan Review**

On June 11, 2019, building code plan review times for first review were as follows:

Commercial Plans	Actual 9 days	Goal 7 days
Residential Plans	Actual 9 days	Goal 7 days

All departmental review times for first review were as follows:

Commercial Plans	15 days
Residential Plans	12 days

**Infrastructure Plan Review**

- Infrastructure Plan Review Center (IPRC) reviewed 100% of the plans submitted within the 14-day goal timeframe in April 2019.
- Staff continues to monitor the implementation of phase two of the Accela Automation shared database.

**Community Facility Agreements (CFA)**

The CFA Ordinance and Administrative Guide were approved by the Mayor and City Council on May 7, 2019 and became effective June 1, 2019. The CFA Ordinance and administrative guide are both on the City website. The contract templates have been updated and frontline staff will be trained on the policy changes.





**To the Mayor and Members of the City Council**

**June 18, 2019**

Page 4 of 4

**SUBJECT: MONTHLY DEVELOPMENT ACTIVITY REPORT**

Development Process Improvements

Commercial Permitting Lean Review: The process team met, discussed, and came to consensus on final BPI recommendations. Staff is in the process of integrating the comments and suggestions into the final BPI Report from executive management for final evaluation from the Development Advisory Committee.

Please contact Randle Harwood, Planning and Development Director, at 817-392-6101 or [Randle.Harwood@fortworthtexas.gov](mailto:Randle.Harwood@fortworthtexas.gov) if you have any questions, concerns or comments.

**David Cooke**  
**City Manager**



# Development Activity Report



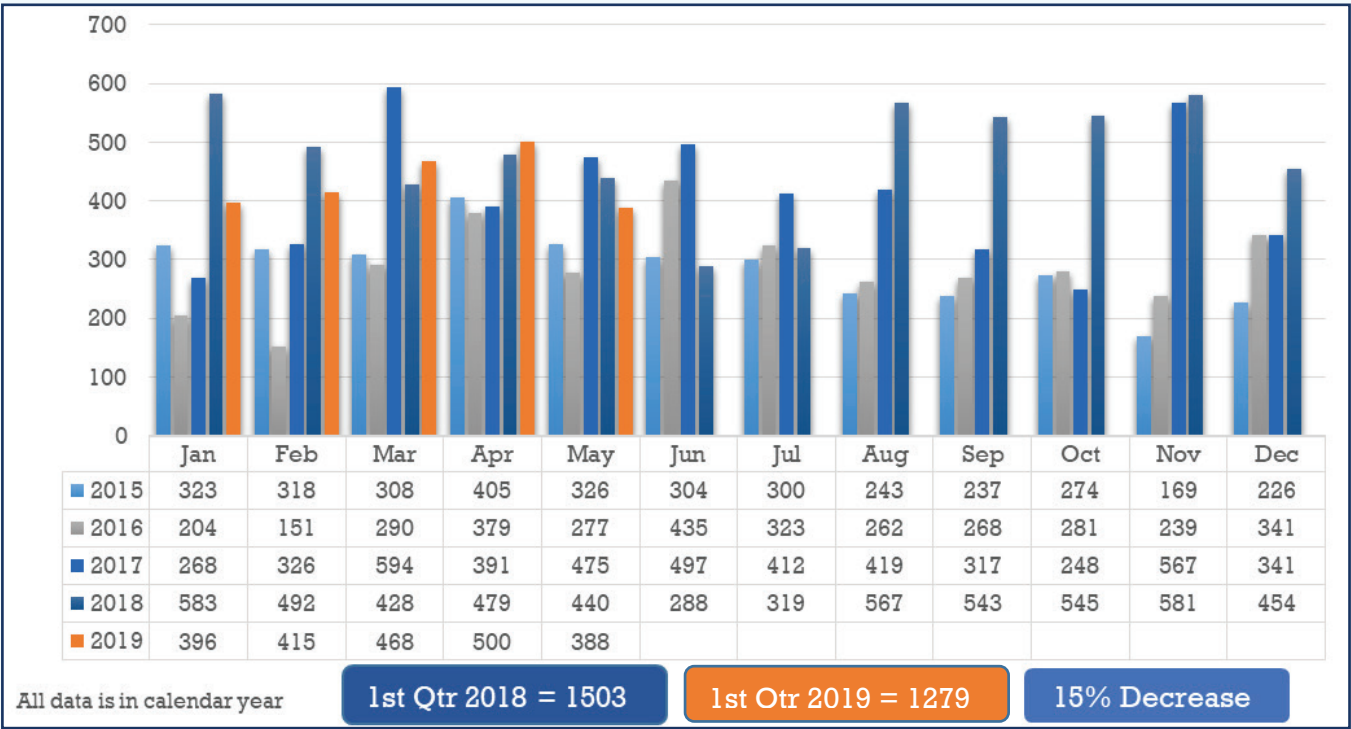
MAY 2019

## INSIDE THIS EDITION

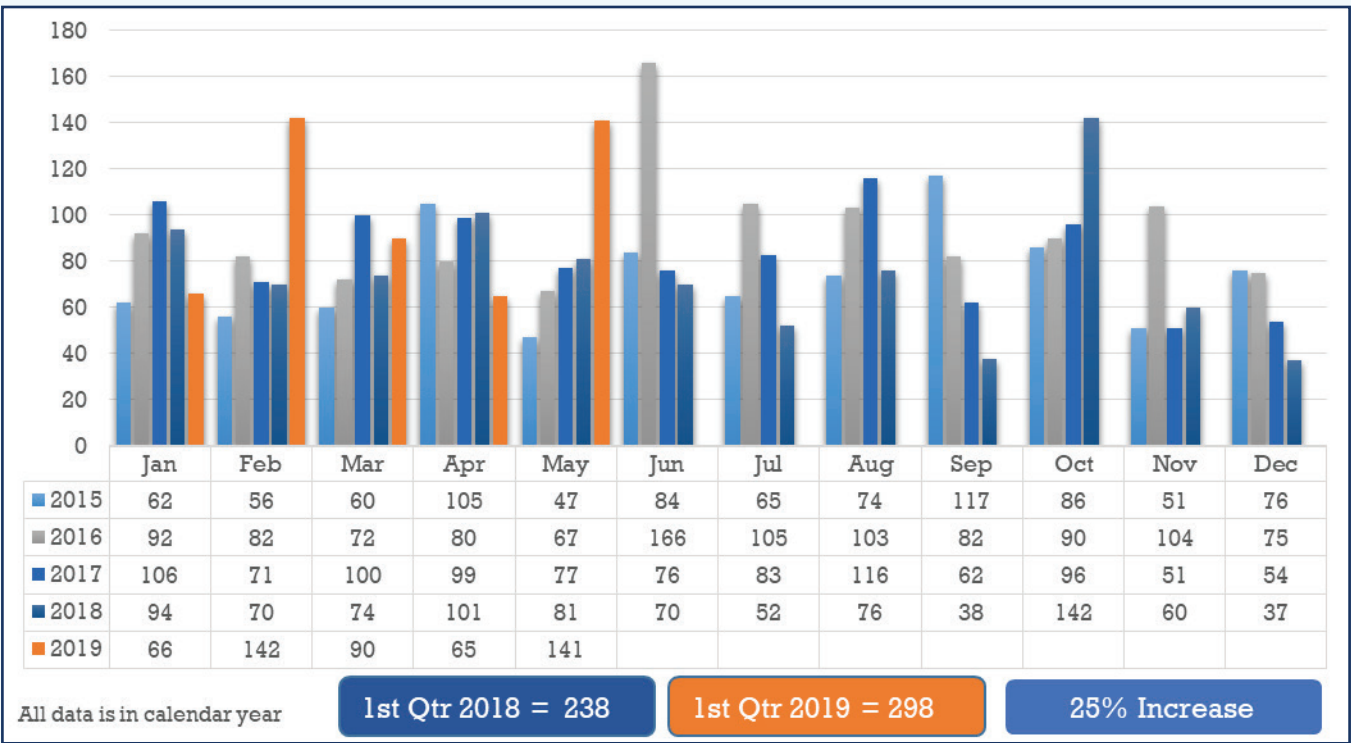
BUILDING PERMITS.....	2-7
INFRASTRUCTURE.....	8-11
STORMWATER .....	12-13
WATER.....	14
DEVELOPMENT PROCESS IMPROVEMENTS.....	15

# BUILDING PERMITS

## New Single Family Permits

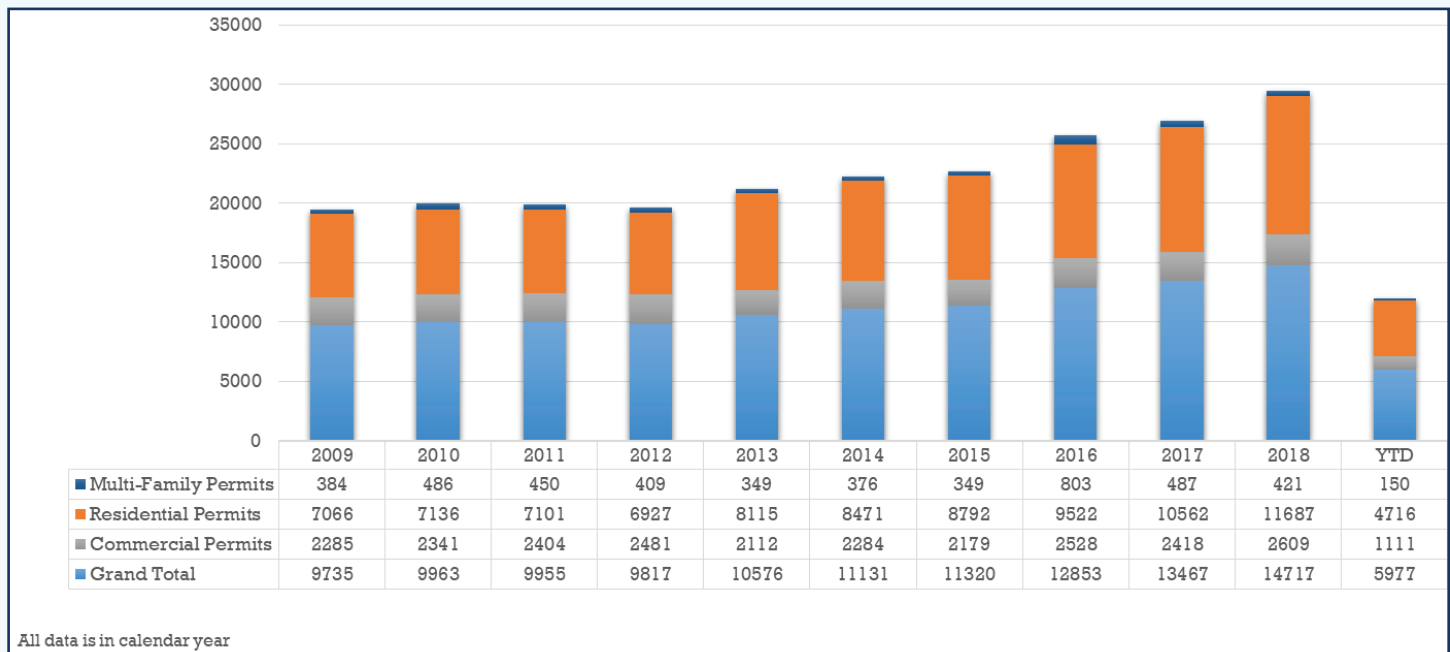


## New Commercial Permits

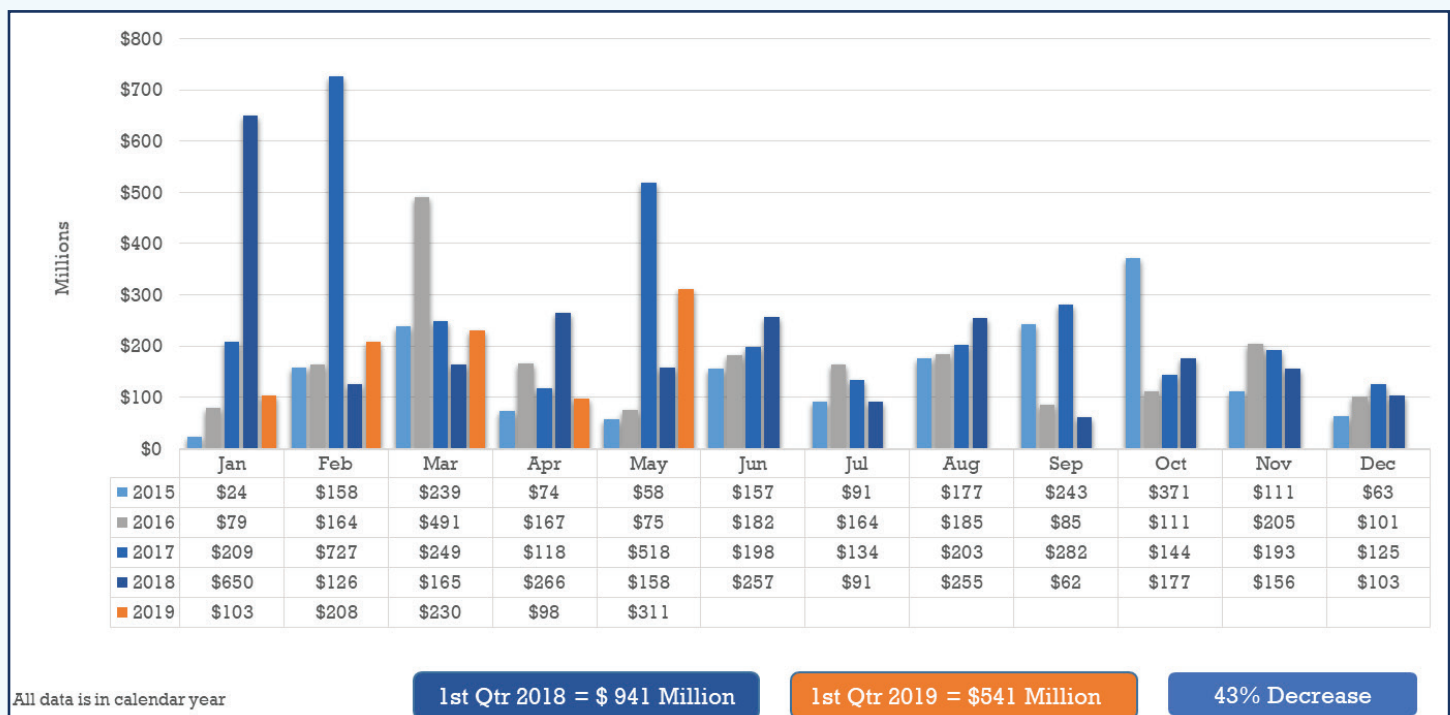


# BUILDING PERMITS

## Building Permit Comparison

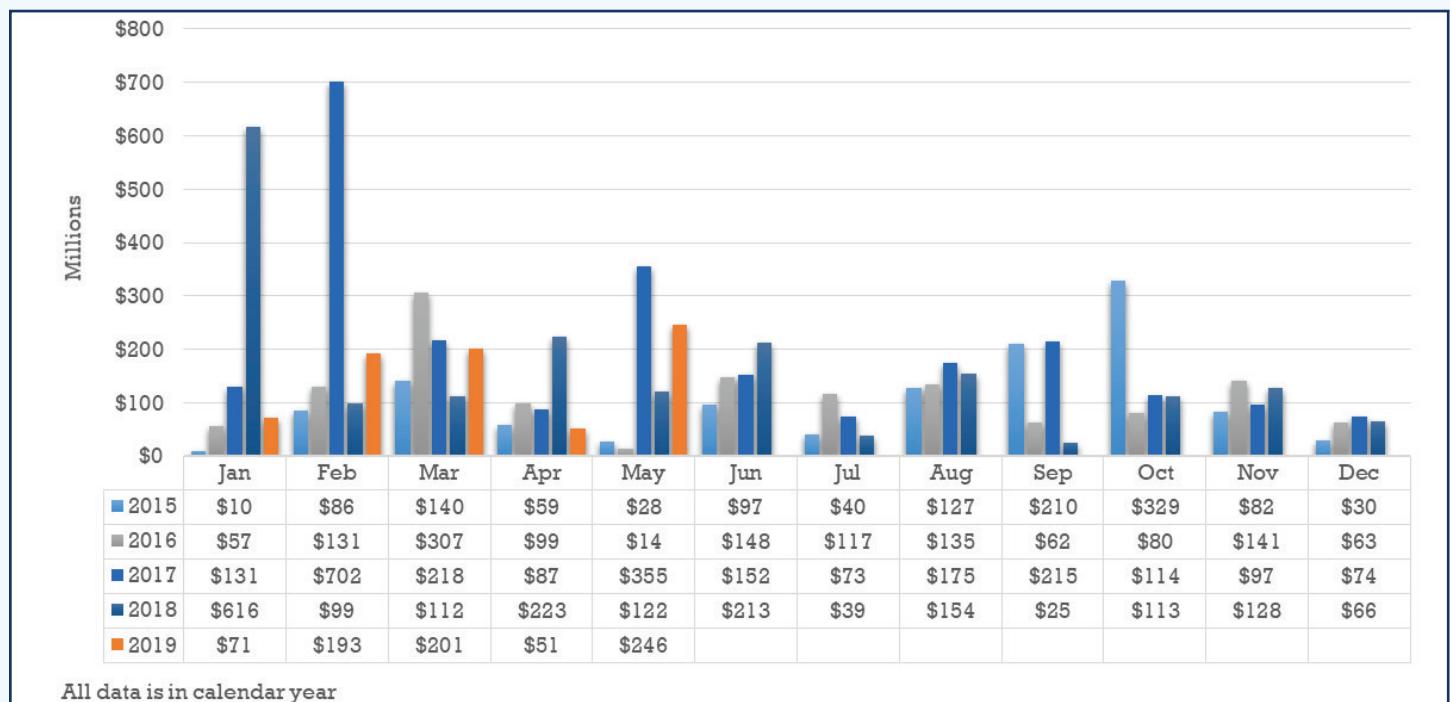


## Total Commercial Valuation



# BUILDING PERMITS

## New Commercial Valuation



\* excludes additions and remodels

## Monthly Valuation Comparison

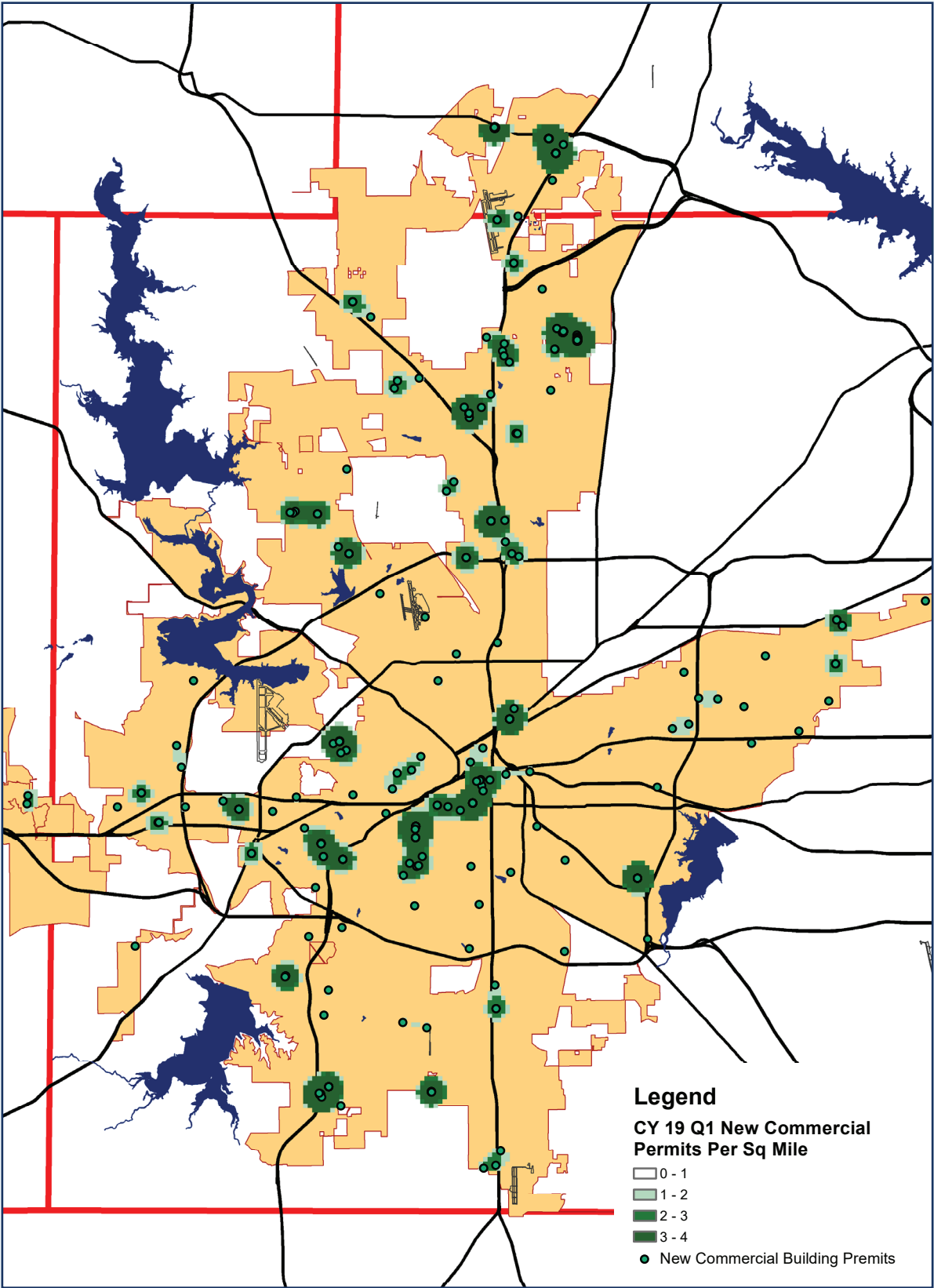
Category	Current Month	Prev. Month	Difference M-M	Prev. Year	Difference Y-Y %	CY18 vs CY19 %	
	May '19	April '19	%	May '18	May '19 vs May '18	Jan - Dec 2018	Jan - Dec 2019
New SF Permits	388	500	-112 -22%	440	-52 -12%	5719	2167
						38%	
New SF Value	\$71,923,942	\$86,881,811	-\$14,957,869 -17%	\$72,825,485	-\$901,543 -1%	\$970,351,567	\$391,315,468
						40%	
New Comm Permits	141	65	76 117%	81	60 74%	895	504
						56%	
New Comm Value	\$246,256,609	\$50,514,121	\$195,742,488 388%	\$122,099,364	\$124,157,245 102%	\$1,910,313,426	\$762,019,429
						40%	

# BUILDING PERMITS

## Large Commercial Projects

May Large Commercial Projects			
Address	Project Name	Work Desc	Valuation
4900 GAGE AVE	HANOVER CLEARFORK	NEW APARTMENTS;397 UNITS	\$46,789,000
336 OAKHURST SCENIC DR & BELKNAP	OAKHURST SCENIC BLDG 1A-B & 2A-E	NEW APARTMENTS; 290 UNITS; 4 STORY; PARKING GARAGE	\$35,201,985
14700 BLUE MOUND RD	WESTPORT 11	NEW OFFICE/SHELL WAREHOUSE	\$25,608,573
3029 SANDAGE AVE	HYATT PLACE- TCU	NEW 6 STORY HOTEL	\$24,988,043
200 W DAGGETT AVE	BROADSTONE DAGGETT APTS.- PHASE I-IV	NEW APARTMENTS; 180 UNITS; 5 STORY; W/PARKING GARAGE	\$24,384,750
3101 BELLAIRE DR N	ADMINISTRATION BLDG. & MOUDY BLDG RESHORING TCU	FINISH OUT OFFICE BUILDING;REMODEL OFFICES; CLASSROOMS; STUDIOS & SUPPORT SPACES	\$20,401,589
4500 LIKE WAY	GE COOLING FTW1 & FTW2	INSTALL CRAC UNIT; CATWALK; 2nd STORY EQUIPMENT PLATFORM; MECHANICAL; ELECTRICAL	\$19,000,000
650 & 660 NORTH FWY	TINDALL SELF STORAGE	NEW 3 STORY 7 NEW 1 STORY SELF STORAGE	\$7,500,000
10900 FOUNDERS WAY, SUITE# 100 & 101	SPINE TEAM OF TEXAS	FINISH OUT WITH TOTAL OF 15,616 SQ FT; STE 100 & 101; MEDICAL CLINIC AND SHELL OFFICE BUILDING; AMBULATORY SURGERY	\$3,200,000
14800 FRYE RD	JP MORGAN CHASE	REMODEL; POWER AND FINISHES; NEW PARTITIONS; CEILINGS; DEMO	\$3,000,000
2410 LOU MENK DR	BNSF GENERATOR	REMOVE/REPLACE MASONRY AND LOUVERS TO INSTALL GENERATORS AND SWITCH GEAR	\$2,594,378
128 E EXCHANGE AVE, SUITE# 700	SIMPLIFIED- BARNS A, B & C	REMODEL FROM OFFICE SPACE	\$2,572,993
4065 N MAIN ST	TEXAS JET HANGARS	NEW HANGAR FACILITY WITH OFFICE SPACE	\$2,000,000
2211 MC KINLEY AVE	FWISD-NORTHSIDE HIGH SCHOOL	4969 SQ FOOT BAND HALL ADDITION/ NEW PARKING LOT AND SOCCER FIELD	\$1,875,000
2417 PRESIDIO VISTA DR	PETLAND	NEW SINGLE STORY SHELL BUILDING	\$1,700,000
8917 LOWER SONOMA LN	LANDSHARK CARWASH	NEW 4885 SQ FT FULL SERVICE CAR WASH;1862 SQ FT OPEN PARKING STRUCTURE	\$1,500,000
4501 W BAILEY BOSWELL RD	RAISING CANE'S	GRADING, PAVING, LANDSCAPING; UTILITIES FOR NEW RESTAURANT WITH DRIVE THRU	\$1,500,000
15452 NORTHCREEK RD BLDG 6	CHAMPIONS CIRCLE BLDG 6	NEW APARTMENTS;36 UNITS	\$1,300,000
8800 HARMON RD	7-11 STORES	NEW COMMERCIAL BUILDING	\$1,200,000

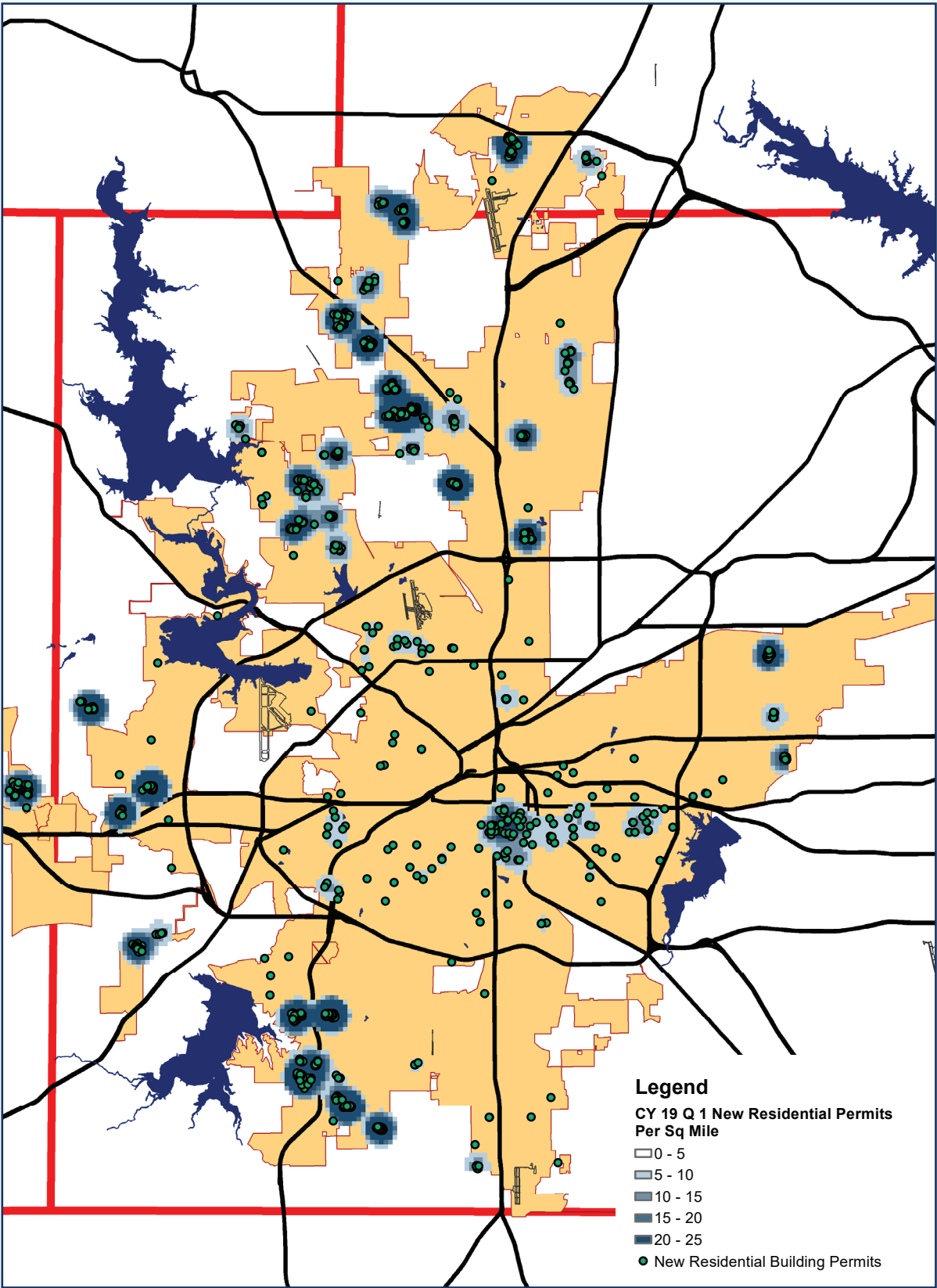
CY 19 Q1 New Commercial Permits Heat Map





# BUILDING PERMITS

## CY 19 Q1 New Residential Permits Heat Map



## IPRC Overview

IPRC Overview Report	2016	2017	2018	2019
Cycle Complete	52	52	52	22
Total Projects	157	170	148	69
Avg. Project Total Per Cycle	3.02	3.27	2.85	3.14
Total Accepted Projects	138	156	139	46
Plan Rev. & Ret w/n 14 days	93%	95%	98%	87%

\*All data is in calendar year

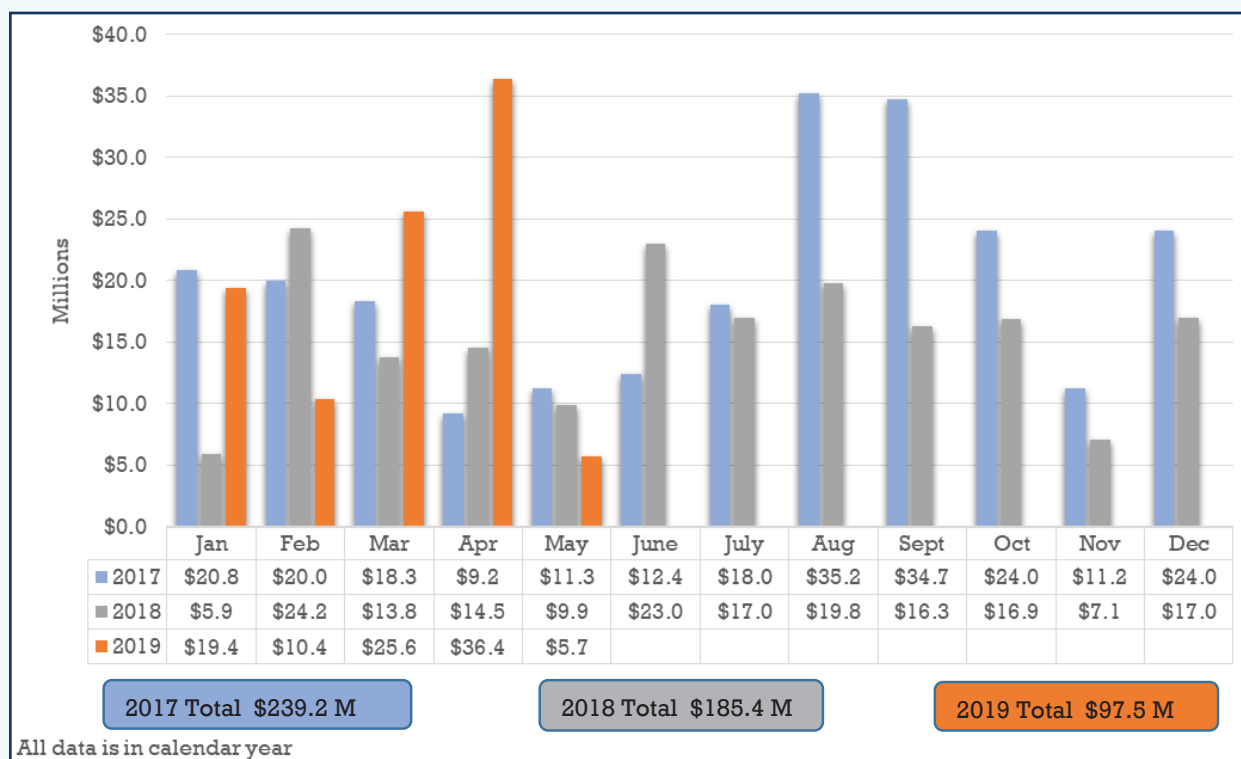
## IPRC Quarterly Details

	Q3 2018	Q4 2018	Q1 2019	Q2 2019
Cycles	13	13	13	9
Total Projects	47	35	38	31
Avg. Projects Total Per Cycle	3.62	2.70	2.92	3.44
Total Avg. Accepted Projects Per Cycle	3.54	2.15	2.08	2.33
Plan Rev. & Ret w/n 14 days	96%	100%	97%	87%

\*All data is in calendar year

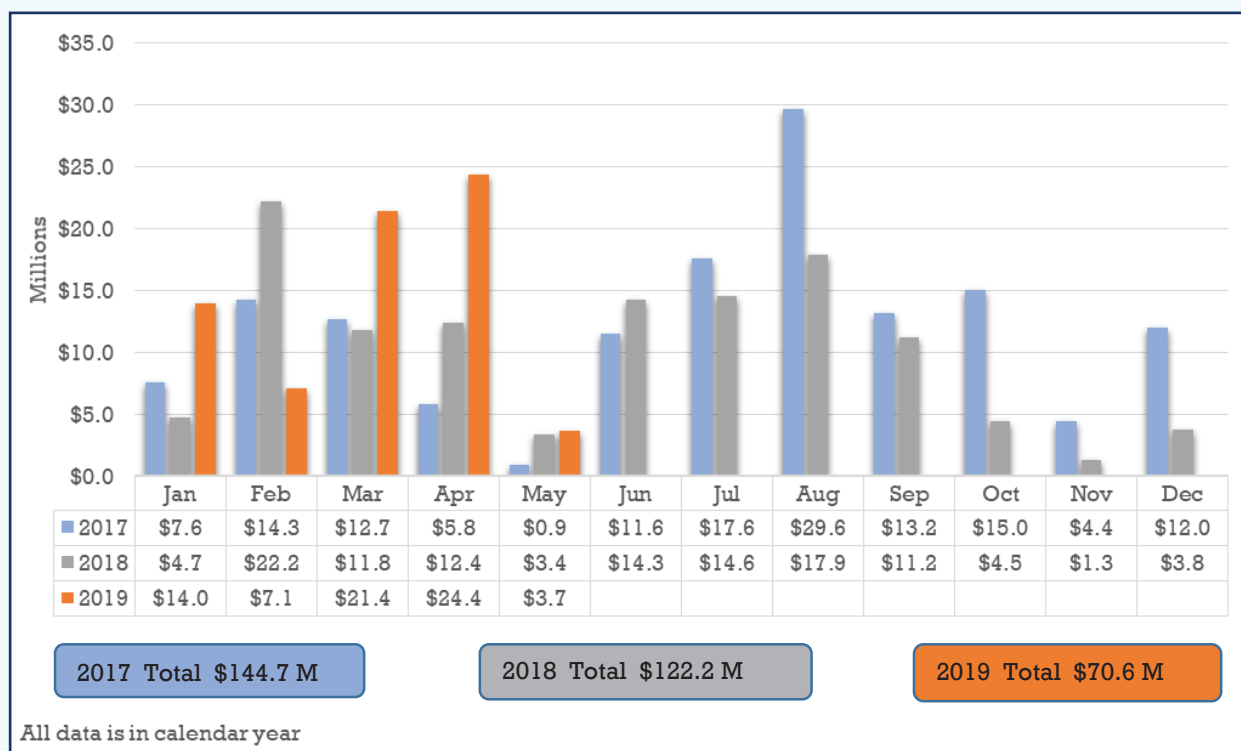
# INFRASTRUCTURE

## CFA Project Overview



All data is in calendar year

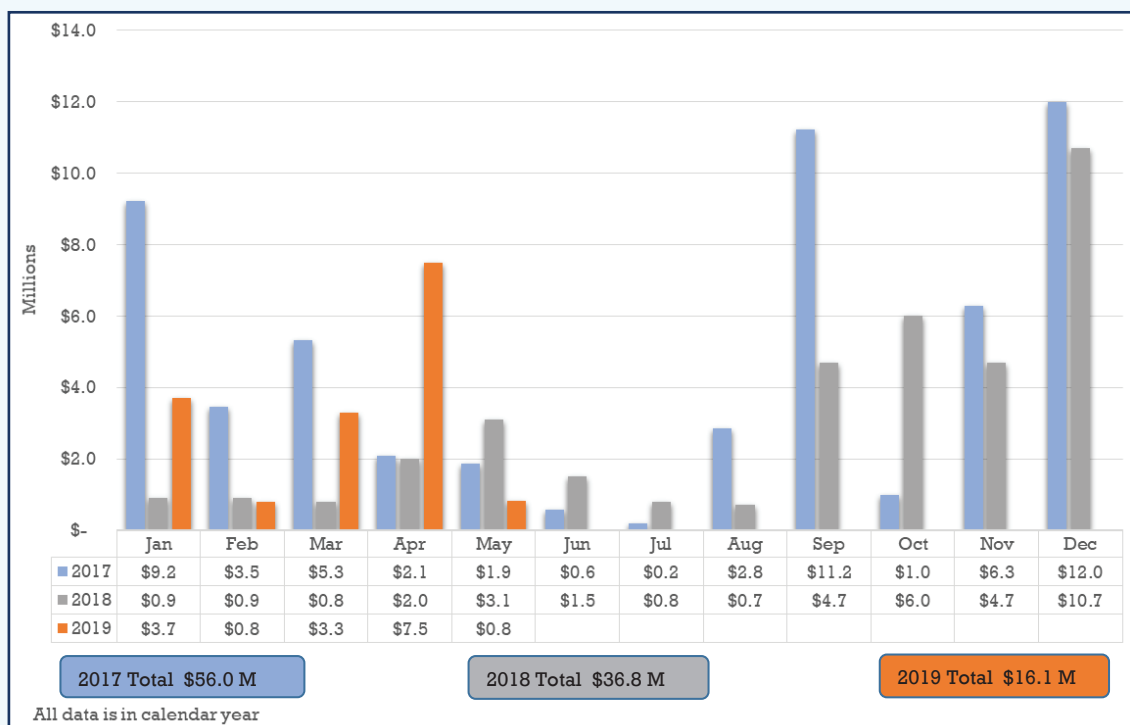
## Public Infrastructure Residential Projects



All data is in calendar year

# INFRASTRUCTURE

## Public Infrastructure Commercial Projects

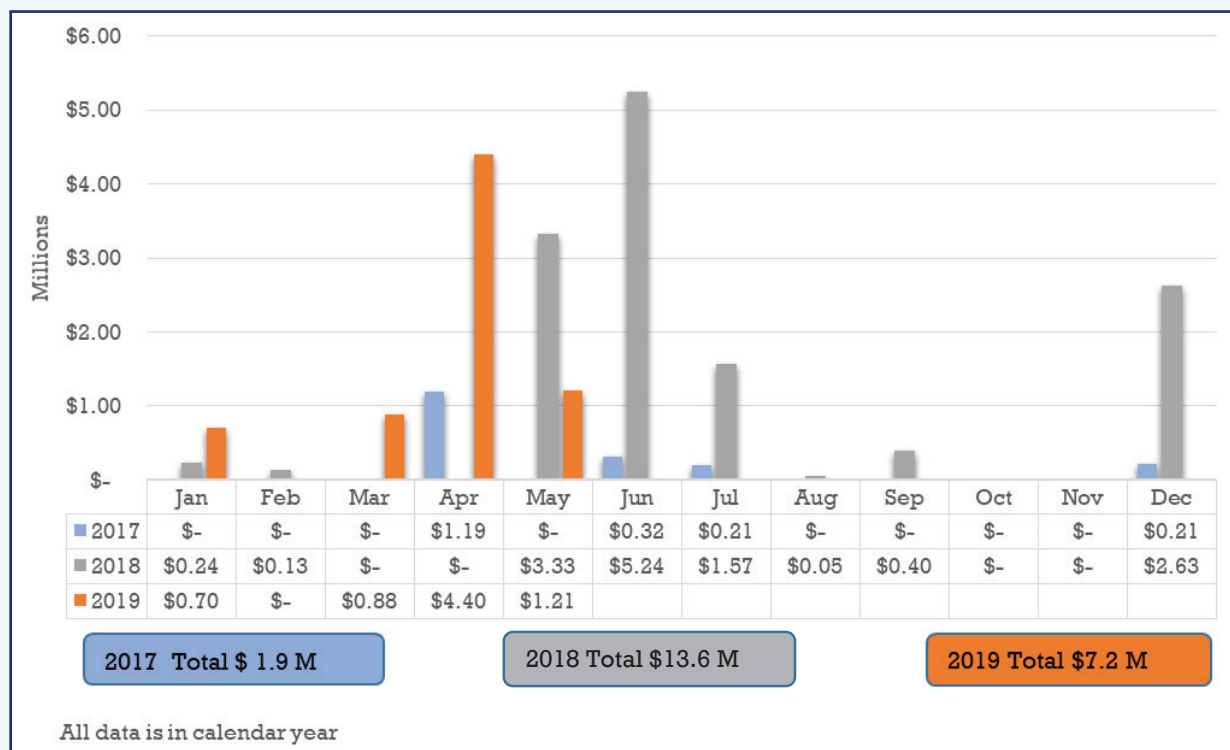


## Public Infrastructure Industrial Projects

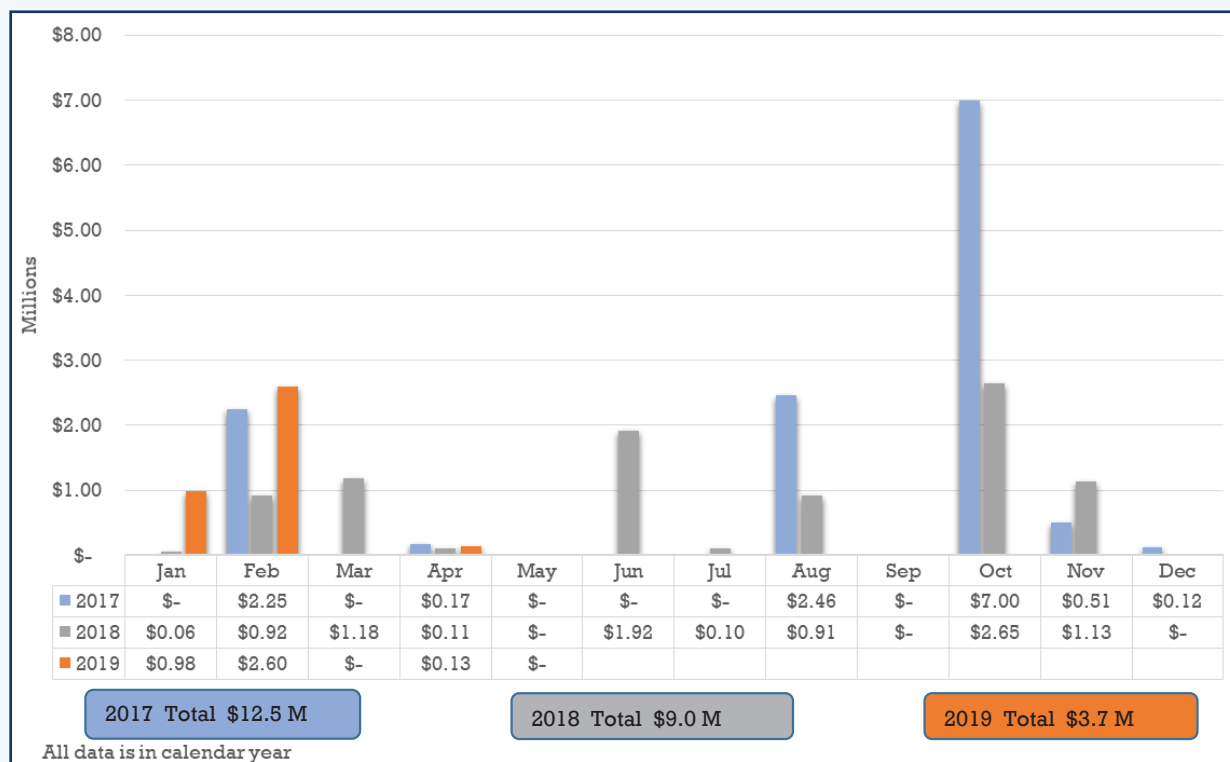


# INFRASTRUCTURE

## Public Infrastructure Multi-Family Projects



## Public Infrastructure Institutional Projects

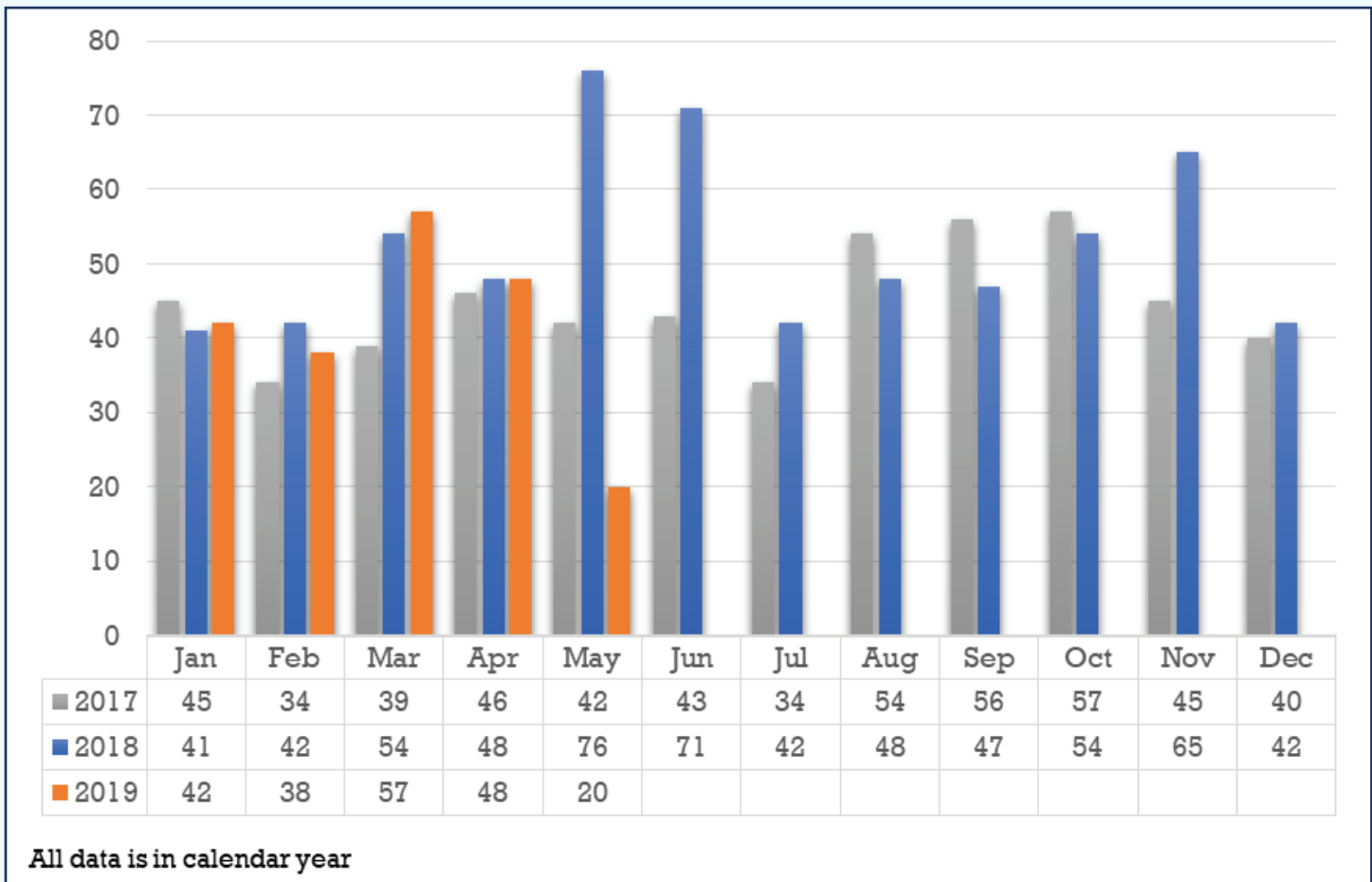


# STORMWATER

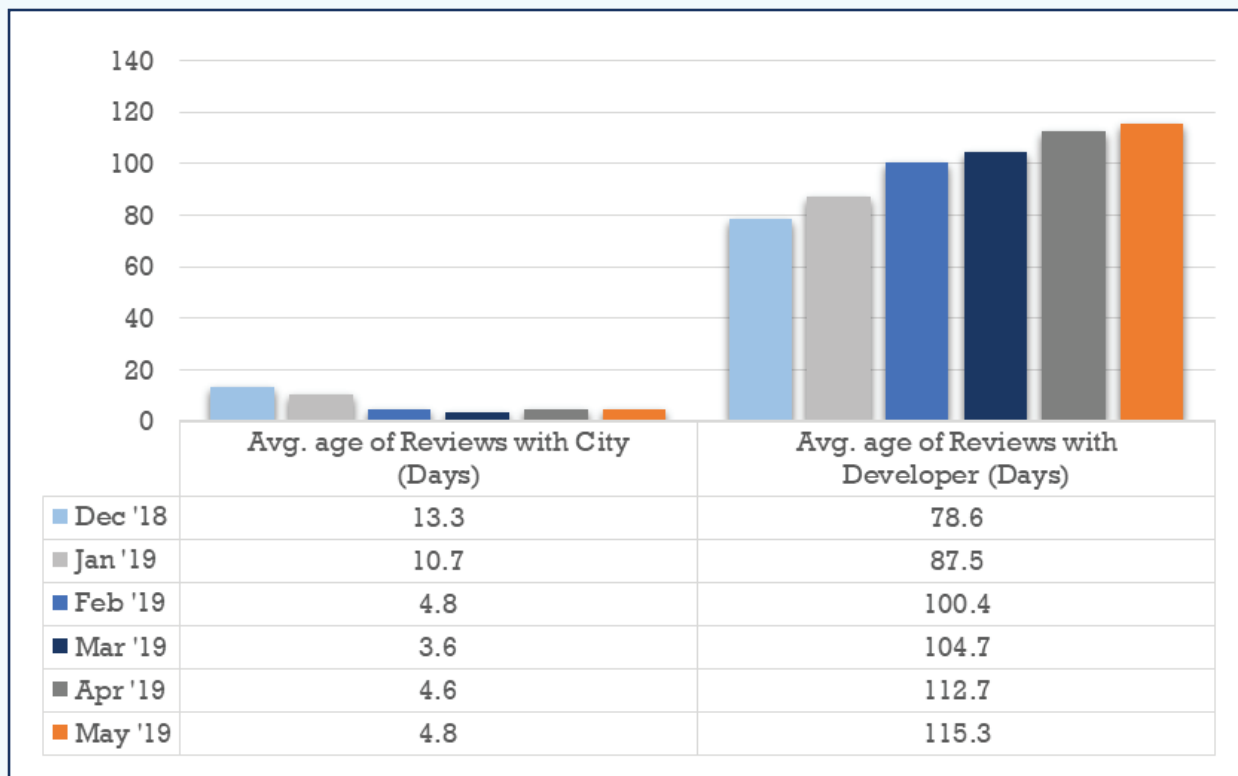
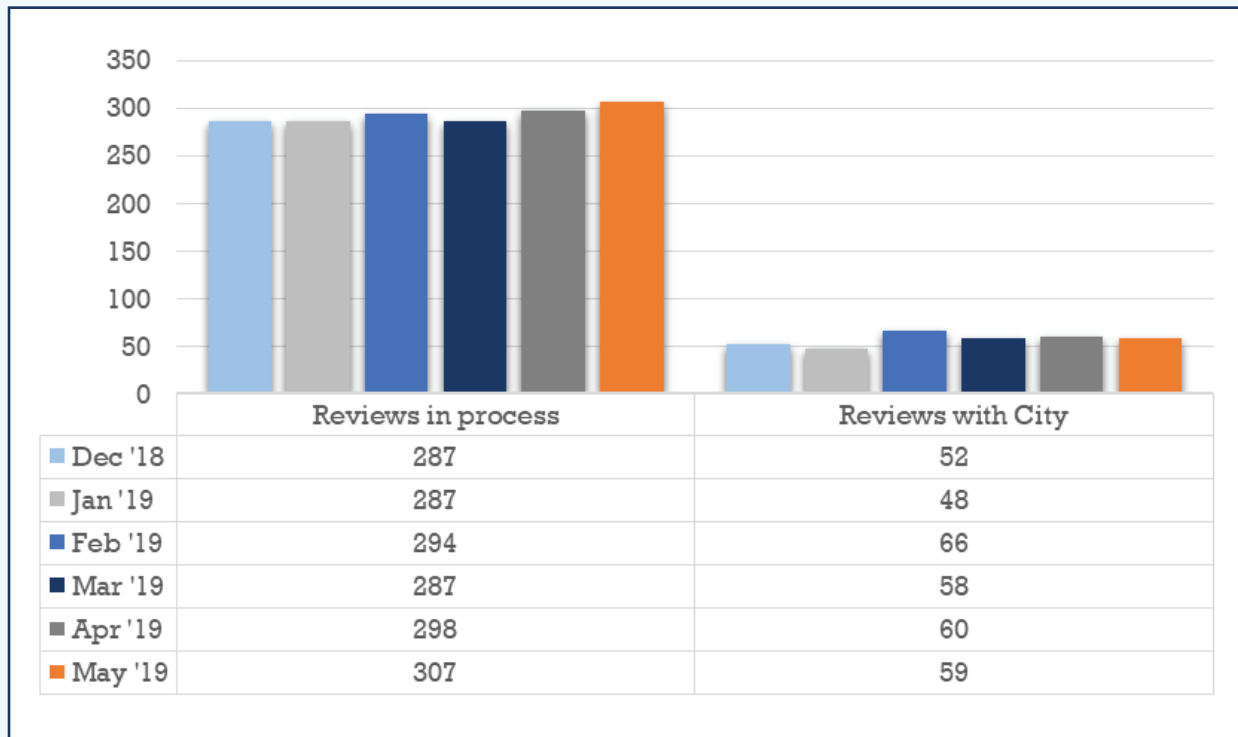
## Stormwater Review Performance

Stormwater Review Performance	CY '18	CY '19	May '19
Avg. Review Time (days)	8.1	7.8	7.3
Num. Review Completed	1,693	702	166
% completed in 10 business days or less	85.1	86.9	91.2
Avg. PiSWM Review Iterations (City)	2.2	2.9	2.3
Avg. FiSWM Review Iterations (City)	3.0	3.2	3.0
Avg. IPRC Review Iterations (City)	3.1	3.2	3.0
Overall Customer Satisfaction Rating (1-5 scale)	4.6	4.6	4.8
Num. of Surveys Taken	32	29	4

## New Stormwater Submissions



## Stormwater Pipeline Snapshot





## Newly Submitted Water/Sewer Studies

Water	Jan '19	Feb '19	Mar '19	Apr '19	May '19
Newly Submitted Water Studies	4	5	5	11	5
Water Studies Approved *	3	4	7	8	5
Total Submittals & Resubmittals	7	9	13	15	9
Avg. Water Study Cycle	2.3	2.3	1.9	1.9	1.8
Sewer	Jan '19	Feb '19	Mar '19	Apr '19	May '19
Newly Submitted Sewer Studies	6	3	6	9	4
Sewer Studies Approved *	4	4	9	8	6
Total Submittals & Resubmittals	6	9	18	14	11
Avg. Sewer Study Cycle	1.5	2.3	2	1.8	1.8

\* A study can be submitted multiple times prior to the reported month before being approved

## Submitted Water/Sewer Studies

Water	Jan '19	Feb '19	Mar '19	Apr '19	May '19
Water Study Reviews in Process	5	6	3	5	6
Water Study Reviews in Process with City	3	2	1	0	2
Water Study Reviews in Process with Owner	2	4	2	5	4
Avg. Water Study Reviews in Process with City (Days)	9.7	9.5	7.1	4.6	5.0
Avg. Water Study Review in Process with Owner (Days)	1.3	7.0	1.6	1.1	3.0
Sewer	Jan '19	Feb '19	Mar '19	Apr '19	May '19
Sewer Study Reviews in Process	9	9	5	6	5
Sewer Study Reviews in Process with City	3	3	0	0	2
Sewer Study Reviews in Process with Owner	6	6	5	6	3
Avg. Sewer Study Reviews in Process with City (Days)	4.3	12	5.7	4.5	6.5
Avg. Sewer Study Review in Process with Owner (Days)	3.5	254.5	1.7	1.0	26.0

# DEVELOPMENT PROCESS IMPROVEMENTS

## Active Development Process Improvements

As of May 2019

### Accela Automation/Website/Technology Improvements (1 in progress)

Task	Department/Staff Assigned	Status
Create shared database for CFAs, IPRC, inspections and closeout for developer-led infrastructure projects.	P&D, TPW, ITS	The three databases were migrated to Accela on April 27th and moved to production on May 1st. Staff will continue to work with the consultant to ensure that as issues arise they are corrected during the warranty period.

### Community Facility Agreements (CFA)/Installation of Public Infrastructure (1 in progress)

Task	Department/Staff Assigned	Status
Rewrite CFA policy, based on Six Sigma analysis, to address inconsistent and onerous requirements and to incorporate updated practices.	P&D – D.J. Harrell & Janie Morales Law – Richard McCracken	CFA Ordinance M&C was presented and approved by City Council on May 7th. The CFA contract templates have been updated and frontline staff will be trained on the policy changes. City Council also approved the Unit Price Ordinance in addition to three other policies. The CFA Ordinance and administrative guide are both on the City website along with the other approved policies. All approved policies became effective on June 1st.

### Permitting Review (1 in progress)

Task	Department/Staff Assigned	Status
Complete lean process evaluation for commercial building permits.	P&D - Allison Gray, Rochell Thompson, D.J. Harrell & Douglas Bailey	Executive Management has completed their review of the finalize BPI Report and provided comments. Staff is still in the process of integrating the comments and suggestions into the final BPI Report from executive management.

### Water & Sewer Department (1 in progress)

Task	Department/Staff Assigned	Status
Completed lean process improvement evaluation for misc. projects. After discussing results with management, the process improvement has been expanded to include payment process for misc. projects.	Water Dept. - Sheree Collins, Martin Phillips & Tim Schwartz	The Water Department is still evaluating Accela and other options for the miscellaneous projects.

# CONTACT INFORMATION

D.J. Harrell  
Assistant Director  
Planning & Development Department  
817-392-8032  
Dalton.Harrell@FortWorthTexas.Gov

## Building Permits

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Planning & Development Department  
Development Division  
817-392-8030  
Allison.Gray@FortWorthTexas.Gov

## Infrastructure

Victor Tornero, Acting Program Manager  
Transportation & Public Works Department  
Infrastructure Plan Review Center  
817-392-7830  
Victor.Tornero@FortWorthTexas.Gov

## Stormwater

Tyson Thompson, Development Services Manager  
Transportation & Public Works Department  
Stormwater Management Division  
817-392-2120  
Tyson.Thompson@FortWorthTexas.Gov

## Water

Chris Harder, Director  
Water Department  
Engineering & Regulatory Compliance Division  
817-392-5020  
Christopher.Harder@FortWorthTexas.Gov

*Report produced by the*  
City of Fort Worth Planning & Development Department Project Facilitation Office,  
200 Texas Street, Fort Worth, Texas 76102, 817-392-1732



To the Mayor and Members of the City Council

June 18, 2019

Page 1 of 3

**SUBJECT: PAYROLL SYSTEM UPDATES**

This Informal Report provides an update to Mayor and Council on various updates and changes to the PeopleSoft Payroll System.

**Background:**

The City manages a complex compensation system for the General, Fire and Police employee groups. There are 26 payroll cycles per year with total gross payroll between \$18.5 – 19.2 Million per payroll cycle for a total annual payroll of approximately \$490 Million.

**Discussion:**

An orderly change management process is used to ensure no disruption to payroll processes. Changes to payroll are developed and thoroughly tested by a combination of Finance, Human Resources, IT Solutions, and Department Payroll Coordinators before implementation in the production payroll system. A number of benefit changes for various employee groups were recently enacted along with some changes addressing Internal Audit findings resulting from a review of payroll/overtime reporting and payments. The schedule for implementation of these changes is provided below:

Item	Description	Status
<b>Payroll Corrections Reporting</b>	Develop exception reporting to detect errors in payroll corrections process. Items identified in 2015 Payroll Audit and 2018 Overtime Audit	Complete – reports are routinely used by HR and Payroll Coordinators to monitor the payroll corrections process
<b>Time entry instructions</b>	Develop training materials for entering and approving employee timecards into the PeopleSoft Payroll systems	Multiple training aids: General employees – complete Payroll coordinators – complete Manager approvals – in process
<b>Reporting for known common errors</b>	Develop exception reports for Finance to detect conditions that created prior overpayments.	Complete – Finance staff uses this report to correct overpayments during the payroll calculation process so that overpayments are not issued to the employee.
<b>PeopleSoft Payroll Software Update</b>	Applying the annual PeopleSoft Software update to stay on the latest version release.	June 2019 - Update the PeopleSoft Software to the latest version. This task is performed annually.
<b>Kronos timekeeping for Public Safety</b>	Fire and Police will use Kronos to manage staffing and transfer timecard punch information to PeopleSoft.	Currently Fire uses this system to manage daily staffing needs. Fire timecard punch information does not directly transfer to PeopleSoft. Police are deploying Kronos for officers to improve staffing and transferring timecard punch information to PeopleSoft. These two projects are scheduled for full deployment in November 2019.

**To the Mayor and Members of the City Council****June 18, 2019**

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**SUBJECT: PAYROLL SYSTEM UPDATES**

<b>PeopleSoft Major Revisions</b>	In lieu of a full HR system update to the latest version this year, staff will focus on removing the major workarounds to PeopleSoft timecards and implementing the latest timecard functionality. Changes identified by the Leave Study are expected to reduce the complexity of the leave structure and will be incorporated. The goal is to implement all functionality that will improve employee ease of use and error correction.	July 2019 – Dec 2019 Complete requirements for new timecards & leave rules/processing  Jan 2020 – May 2020 System changes implemented
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This is an ongoing effort to improve the employees' ease of use and accuracy in reporting time. Changes are also implemented to identify and correct errors at the earliest point in the payroll process which avoids problems later in the process. To provide context, an analysis of the First 7 pay cycles for calendar year 2019 for payroll overpayments is included in Exhibit A demonstrating the small number of errors that are corrected before employee payments are created.

Please contact Kevin Gunn, Interim Chief Financial Officer at 817.392.2015 with any questions.

**David Cooke**  
**City Manager**

Attached - Exhibit A

Period End	Active Employees	Total Gross Payroll	EE w/ Potential Issue	Potential Overpaid Hrs.	Potential Overpaid \$	Overpay % of Payroll
1/4/2019	6,815	\$ 19,213,337.33	22	284.5	\$ 12,102.43	0.063%
1/18/2019	6,854	\$ 18,523,961.30	28	231	\$ 6,922.17	0.037%
2/1/2019	6,825	\$ 19,097,727.26	20	320.75	\$ 8,172.49	0.043%
2/15/2019	6,797	\$ 18,306,938.69	20	210	\$ 5,767.31	0.032%
3/1/2019	6,814	\$ 18,576,948.21	24	182	\$ 4,728.83	0.025%
3/15/2019	6,813	\$ 18,308,215.93	19	259	\$ 5,779.67	0.032%
3/29/2019	6,828	\$ 18,961,291.97	25	343	\$ 8,318.59	0.044%
		\$ 130,988,420.69	158	1830.25	\$ 51,791.49	0.040%

**To the Mayor and Members of the City Council****June 18, 2019**

Page 1 of 1

**SUBJECT: URBAN FORESTRY POLICY, PROCEDURES AND ORDINANCE**

The purpose of this Informal Report is to describe recent and proposed changes in urban forestry policy, procedures and fees in response to City Council requests and to describe ordinance topics to be reviewed with community stakeholders.

**Expenditure of Tree Fund Collections**

The June 18 City Council agenda contains a resolution to adopt a policy on the expenditure of tree fund collections. The tree fund is administered by the Park and Recreation Department and is used to support the Community Tree Program. Funds collected from urban forestry ordinance penalty revenue and mitigation fees will be allocated for tree planting within the park district where the violation occurred (Central, North, South, East, and West). The mitigation fees may also be spent on land or conservation easement acquisition to preserve native tree stands. Tree plantings will require species that are native to the geographic setting.

**Settlement Agreements**

When a property owner removes trees without a permit or in violation of a permit, the owner pays a penalty per the urban forestry ordinance or negotiates a settlement agreement, which may include planting new trees or a combination of tree mitigation and penalties. If the amount of the settlement agreement exceeds \$100,000 (inclusive of the value of the trees to be planted), then staff will prepare an M&C authorizing the settlement agreement for City Council consideration.

**Penalties and Fees**

Staff recommends that tree removal penalties, mitigation fees, and after-the-fact permit fees be increased, and anticipates having ordinance amendments to the City Council by September 2019.

**Urban Forestry Ordinance Update**

The ordinance was last updated in 2009, and amendments proposed in 2015 were not adopted by City Council. Staff plans to discuss the ordinance with community stakeholders to address the topics below. Following stakeholder input, staff will brief the City Council on proposed ordinance changes.

- Preservation requirements for sites with few existing trees
- Calculation of tree planting credit (canopy area and tree spacing)
- Incentives to install drought tolerant and native trees and to increase diversity
- Best practices for protecting, planting, and maintaining trees
- Clarification and streamlining of various ordinance requirements

**Waiver Process**

Applicants may apply for a waiver of one or more urban forestry ordinance requirements, and waivers are decided by the Urban Design Commission. Decisions of the Urban Design Commission can be appealed to district court. Staff is not proposing any changes to the waiver process.

Should you have any questions about this report, please contact Randle Harwood, Director of Planning and Development Department at (817) 392-6101.

**David Cooke**  
**City Manager**



**No Documents for this Section**

# A Resolution

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

## ESTABLISHING A POLICY REGARDING EXPENDITURE OF TREE FUND COLLECTIONS

**WHEREAS**, the Zoning Ordinance Section 6.302 Urban Forestry has the following objectives: to eliminate the process of clear cutting; to promote the preservation/conservation of trees throughout the City; to recognize the benefits of trees in the urban environment; to encourage the planting and preservation of quality trees that are suitable to an area; to promote a safe environment that includes trees; and to encourage the preservation of canopy trees which, once removed, can be replaced only after generations; and

**WHEREAS**, Fees are deposited into the Tree Fund of the Park and Recreation Department via the Zoning Ordinance Section 6.302 Urban Forestry (g)(5)(b)(3), Preservation of Significant or Large trees, and Penalty (j); and

**WHEREAS**, the community has expressed a desire to see that those payments, fees, penalties and assessments are applied equitably to the areas of the City where the damage of tree removal occurred;

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

**The following policy is adopted regarding the expenditure of tree fund collections.**

The intention is to use the collected funds toward the operation of the City tree farm, tree grants, watering and planting of trees on public property and public rights-of-way. The Park and Recreation Department also assesses fees amassed in the Tree Fund through mitigation requirements and damage assessments on City-owned property.

In addition to expenditure methods above, the following items will be specifically addressed using funds collected through the Urban Forestry ordinance:

1. Urban Forestry mitigation fees (fees voluntarily paid in lieu of planting through an approved Urban Forestry permit) and penalty revenue and or plantings shall be allocated within the park district (Central, N, S, E, W) where the violation occurred with the intent of remediating trees removed back into the general area. Additional costs of administrating the site specific projects and maintaining the trees through establishment will be allocated through these funds.
2. Replanting, replacement and or settlement tree plantings will require species that are native to the geographic setting.
3. Urban Forestry mitigation fees deposited in the Tree Fund may be spent on land or conservation easement acquisition to preserve native tree stands.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_ 2019.

ATTEST:

By: \_\_\_\_\_  
Mary Kayser, City Secretary

**No Documents for this Section**

# CITY COUNCIL MEETING

Tuesday, June 18, 2019

## RISK MANAGEMENT REPORTING PERIOD 6/5/2019 – 6/12/2019

Claims listed on this report have been received in the Risk Management Division claims office and either have been or will be thoroughly investigated. The decision whether or not to accept liability is predicated on applicable provisions of the Texas Tort Claims Act. If any claimant contacts you, please refer them to Mark Barta ext. 7790 or Sophia Gatewood ext. 7784. Thank you.

CLAIMANT	DATE RECEIVED	DATE OF INCIDENT	LOCATION	INCIDENT TYPE	ALLEGATION	DEPT	ESTIMATE	INJURY
Burrus, Christy	6/3/2019	5/30/2019	Crowley Rd	Auto	Collision- Driving	Police	No	No
Coots, Charles	6/6/2019	6/4/2019	MLK Fwy	General Liability	Tree Damage	PACS	No	No
Wallace, Rebecca	6/6/2019	4/28/2019	Camp Bowie	General Liability	Slip/Fall	TPW	No	Yes
Seaton, Myesha	6/6/2019	4/8/2019	Andrew Ave	General Liability	Damaged Utility	TPW	Yes	No
Jones, Alfred	6/7/2019	5/22/2019	Madyson Ridge	General Liability	Property Damage	Police	Yes	No
Sachs, Brandy	6/7/2019	5/20/2019	Crouse Dr	General Liability	Landscape Damage	TPW	No	No
Ward, James T	6/10/2019	5/21/2019	Monticello Dr	General Liability	Water Leak	Water	Yes	No
Brown, Debra R	6/10/2019	3/1/2018	PACS	General Liability	Discrimination	PACS	No	No
Ledezma, Anselmo	6/10/2019	6/5/2019	May St	General Liability	Property Damage	TPW	No	No

**No Documents for this Section**

**No Documents for this Section**

**No Documents for this Section**



**No Documents for this Section**