



CITY OF MANSFIELD

1200 E. Broad St.
Mansfield, TX 76063
mansfieldtexas.gov

Meeting Agenda

City Council

Monday, April 8, 2019

5:00 PM

Council Chambers

REGULAR MEETING AMENDED AGENDA

1. **5:00 P.M. - CALL MEETING TO ORDER**
2. **WORK SESSION TO BE HELD IN THE MULTI-PURPOSE ROOM**

Water & Wastewater Master Plan

3. **RECESS INTO EXECUTIVE SESSION**

Pursuant to Section 551.071, Texas Government Code, the Council reserves the right to convene in Executive Session(s), from time to time as deemed necessary during this meeting for any posted agenda item, to receive advice from its attorney as permitted by law.

- A. **Pending or Contemplated Litigation or to Seek the Advice of the City Attorney Pursuant to Section 551.071**

Seek Advice of City Attorney Regarding Pending Litigation - Cause No. 348-270155-14

Seek Advice of City Attorney Regarding Tree Board Case #19-001

Seek Advice of City Attorney Regarding Possible Acquisition or Disposition of Specific Properties

Seek Advice of City Attorney Regarding the Assignment of a Development Agreement

Seek Advice of City Attorney Regarding ZC#18-020

Seek Advice of City Attorney Regarding Bosque Solutions, LLC, Registration No. 152013 (Addendum to Agenda)

- B. **Discussion Regarding Possible Purchase, Exchange, Lease, or Value of Real Property Pursuant to Section 551.072**

- C. **Personnel Matters Pursuant to Section 551.074**

- D. **Deliberation Regarding Commercial or Financial Information Received From or the Offer of a Financial or Other Incentive Made to a Business Prospect Seeking to Locate, Stay or Expand in or Near the Territory of the City and with which the City is Conducting Economic Development Negotiations Pursuant to Section 551.087**

4. **6:50 P.M. – COUNCIL BREAK PRIOR TO REGULAR BUSINESS SESSION**

5. **7:00 PM OR IMMEDIATELY FOLLOWING EXECUTIVE SESSION - RECONVENE INTO REGULAR BUSINESS SESSION**

6. **INVOCATION**

7. **PLEDGE OF ALLEGIANCE**

8. **TEXAS PLEDGE**

"Honor the Texas Flag; I Pledge Allegiance to Thee, Texas, One State Under God; One and Indivisible"

9. **PROCLAMATIONS**

[19-3094](#) National Library Week

Attachments: [National Library Week 2019](#)

[19-3095](#) National Library Worker's Day

Attachments: [National Library Workers 2019](#)

[19-3096](#) Public Safety Telecommunicators Week

Attachments: [Public Safety Telecommunicators Week 2019](#)

[19-3097](#) Census 2020

10. **CITIZEN COMMENTS**

Citizens wishing to address the Council on non-public hearing agenda items and items not on the agenda may do so at this time. Once the business portion of the meeting begins, only comments related to public hearings will be heard. All comments are limited to 5 minutes. Please refrain from "personal criticisms."

In order to be recognized during the "Citizen Comments" or during a Public Hearing (applicants included), please complete a blue or yellow "Appearance Card" located at the entry to the City Council Chamber and present it to the Assistant City Secretary prior to the start of the meeting.

11. **COUNCIL ANNOUNCEMENTS**

12. SUB-COMMITTEE REPORTS**13. STAFF COMMENTS**

In addition to matters specifically listed below, Staff comments may include updates on ongoing or proposed projects and address of posted agenda items.

A. City Manager Report or Authorized Representative

Current/Future Agenda Items

Quarterly Reports - Mansfield Economic Development Corporation, Mansfield Park Facilities Development Corporation, Planning and Zoning Commission, Public Works, Code Enforcement, Communications and Marketing, Library Mansfield Convention and Visitors Bureau

B. Project Updates

Various Project Updates

14. TAKE ACTION NECESSARY PURSUANT TO EXECUTIVE SESSION**15. CONSENT AGENDA**

All matters listed under consent agenda have been previously discussed, require little or no deliberation, or are considered to be routine by the council. If discussion is desired, then an item will be removed from the consent agenda and considered separately. Otherwise, approval of the consent agenda authorizes the City Manager to implement each item in accordance with staff's recommendation.

ITEMS TO BE REMOVED FROM THE CONSENT AGENDA**[19-3053](#)**

Ordinance - Third and Final Reading of an Ordinance of the City of Mansfield, Texas Amending the Water Conservation and Drought Contingency Sections of the Water Demand Management / Drought Contingency Plan

Presenters: Joe Smolinski and Jeff Price

Attachments: [Ordinance](#)

[Addendum A 2019 Water Conservation Plan](#)

[Addendum B 2019 Drought Contingency Plan](#)

[TCEQ Letter](#)

[19-3082](#)

Resolution - A Resolution of the City Council of the City of Mansfield, Texas, Authorizing the Execution of a Joint Election Agreement and Contract with the Tarrant County Elections Administrator to Perform Election Services for the May 4, 2019 General Election; and Providing and Effective Date

Presenters: Shelly Lanners and Susana Marin

Attachments: [Resolution](#)

[Tarrant County Joint Election Agreement](#)

[19-3084](#) Request for Special Event Permit: Rush Creek's Easter Movie Night

Presenters: Joe Smolinski and The Applicant

Attachments: [Rush Creek Easter Movie Night Documents](#)

[19-3085](#) Request for Special Event Permit: Mansfield Farmers Market

Presenters: Joe Smolinski and The Applicant

Attachments: [Farmers Market Documents](#)

[19-3092](#) Minutes - Approval of the March 25, 2019 Regular City Council Meeting Minutes

Presenters: Shelly Lanners and Susana Marin

Attachments: [3-25-19 DRAFT Meeting Minutes](#)

END OF CONSENT AGENDA

16. PUBLIC HEARING AND RESOLUTION

[19-3098](#) Resolution - Public Hearing and Resolution Adopting the 2019 Water and Wastewater Master Plan

Presenters: Bart VanAmburgh and Joe Smolinski

Attachments: [Resolution](#)

17. NEW BUSINESS

[19-3083](#) Review and Consideration of a Minor Amendment to the Shops at Broad Planned Development Standards to Revise the Masonry Requirements for FLIX Movie Theater (ZC#16-008)

Presenters: Joe Smolinski and Lisa Sudbury

Attachments: [Applicant's Letter of Request & Pictures](#)

[Exhibit F](#)

18. ADJOURN

CERTIFICATION

THIS IS TO CERTIFY THAT A COPY OF THE NOTICE OF the April 8, 2019 Regular City Council Agenda was posted on the City Hall bulletin board, a place convenient and readily accessible to the general public at all times, and to the City's website, mansfieldtexas.gov, on Thursday, April 4, 2019 prior to 5:00 p.m., in compliance with Chapter 551, Texas Government Code.

Susana Marin, City Secretary

Approved as to form:

City Attorney

DATE OF POSTING: _____ TIME: _____ am/pm

DATE TAKEN DOWN: _____ TIME: _____ am/pm

This facility is ADA compliant. If you plan to attend this public meeting and have a disability that requires special arrangements, please call (817) 473-0211 at least 48 hours in advance. Reasonable accommodation will be made to assist your needs. PLEASE SILENCE ALL PAGERS, CELL PHONES & OTHER ELECTRONIC EQUIPMENT WHILE THE CITY COUNCIL MEETING IS IN SESSION.



CITY OF MANSFIELD

1200 E. Broad St.
Mansfield, TX 76063
mansfieldtexas.gov

STAFF REPORT

File Number: 19-3094

Agenda Date: 4/8/2019

Version: 1

Status: To Be Presented

In Control: City Council

File Type: Proclamation

Agenda Number:

Title

National Library Week

Requested Action

n/a

Recommendation

n/a

Description/History

n/a

Justification

n/a

Funding Source

n/a

Prepared By

Belinda Willis, Director Communications & Marketing

WHEREAS, the American Library Association is recognizing our nation's libraries this year with the theme, "Libraries = Strong Communities," recognizing that libraries play important roles in our city and our schools and provide critical resources for residents; and

WHEREAS, libraries are important even in today's digital age by helping people of all ages find the information they need – whether in print or online – which greatly impacts the quality of life in their communities; and

WHEREAS, Mansfield is fortunate to have dedicated librarians and library professionals encouraging usage and reminding us of the powerful and positive impact libraries have on the lives of our residents on a daily basis; and

WHEREAS, the efforts of our librarians have raised the profile of the library in the Mansfield community, resulting in increased usage in services and growing attendance at library programs for children, teens, families and seniors; and

WHEREAS, the city, along with numerous volunteers, has fostered support and awareness of libraries by making this important community service available to its citizens for more than 80 years,

NOW, THEREFORE, I, David L. Cook, Mayor of the City of Mansfield, Texas, join with members of the City Council to hereby proclaim April 7-13, 2019

NATIONAL LIBRARY WEEK

in Mansfield and call upon the citizens to take advantage of the wonderful library resources available in our city and offer support to librarians, library workers and volunteers who dedicate themselves to this worthwhile endeavor.

IN WITNESS WHEREOF, I do hereby set my hand and cause the official seal of the City of Mansfield to be affixed this 8th day of April, 2019.



CITY OF MANSFIELD

1200 E. Broad St.
Mansfield, TX 76063
mansfieldtexas.gov

STAFF REPORT

File Number: 19-3095

Agenda Date: 4/8/2019

Version: 1

Status: To Be Presented

In Control: City Council

File Type: Proclamation

Agenda Number:

Title

National Library Worker's Day

Requested Action

n/a

Recommendation

n/a

Description/History

n/a

Justification

n/a

Funding Source

n/a

Prepared By

Belinda Willis, Director Communications & Marketing

WHEREAS, there are thousands of public, academic, school, governmental and specialized libraries in the United State, providing invaluable service to more than four million library users each year; and

WHEREAS, Mansfield is fortunate to have librarians and library support staff that bring a world of knowledge to their patrons each day and provide library users with the tools and knowledge they need to grow and be successful in today's complex world; and

WHEREAS, librarians and other library workers must be brought to the table at public policy discussions on key issues, such as intellectual freedom, equity of access, and narrowing the digital divide; and

WHEREAS, it is important to recognize the unique contributions of all library workers and the value to individuals and society of those contributions; and

WHEREAS, libraries, library workers, and library supporters across America are celebrating National Library Workers Day sponsored by the American Library Association-Allied Professional Association (ALA-APA),

NOW, THEREFORE, I, David L. Cook, Mayor of the City of Mansfield, Texas, join with members of the City Council to hereby proclaim April 9, 2019,

NATIONAL LIBRARY WORKERS DAY

and encourage the citizens of Mansfield to visit our public library and thank our librarians and library workers for the valuable contribution they make to our community.

IN WITNESS WHEREOF, I do hereby set my hand and cause the official seal of the City of Mansfield to be affixed this 8th day of April, 2019.



CITY OF MANSFIELD

1200 E. Broad St.
Mansfield, TX 76063
mansfieldtexas.gov

STAFF REPORT

File Number: 19-3096

Agenda Date: 4/8/2019

Version: 1

Status: To Be Presented

In Control: City Council

File Type: Proclamation

Agenda Number:

Title

Public Safety Telecommunicators Week

Requested Action

n/a

Recommendation

n/a

Description/History

n/a

Justification

n/a

Funding Source

n/a

Prepared By

Belinda Willis, Director Communications & Marketing

WHEREAS, emergencies can occur at anytime that require police, fire or emergency medical services; and

WHEREAS, when an emergency occurs the prompt response of police officers, firefighters and paramedics is critical to the protection of life and preservation of property; and

WHEREAS, the safety of our police officers and firefighters is dependent upon the quality and accuracy of information obtained from citizens who telephone the Mansfield-Kennedale Police-Fire Communications Center; and

WHEREAS, Public Safety telecommunicators are the first and most critical contact our citizens have with emergency services, exhibiting compassion, understanding and professionalism during the performance of their jobs; and

WHEREAS, they also serve as a vital link for police officers and firefighters on the scene, monitoring on-scene activities by radio, these telecommunicators provide key information to help insure the safety of public safety personnel; and

WHEREAS, public safety telecommunicators of the City of Mansfield have contributed substantially to the apprehension of criminals, suppression of fires and treatment of patients;

NOW, THEREFORE, I, David L. Cook, Mayor of the City of Mansfield, Texas, join with members of the City Council to hereby proclaim April 14-20, 2019,

NATIONAL PUBLIC SAFETY TELECOMMUNICATORS WEEK

in Mansfield and ask residents to show appreciation to the men and women whose diligence and professionalism keep citizens safe.

IN WITNESS WHEREOF, I do hereby set my hand and cause the official seal of the City of Mansfield to be affixed this 8th day of April, 2019.



CITY OF MANSFIELD

1200 E. Broad St.
Mansfield, TX 76063
mansfieldtexas.gov

STAFF REPORT

File Number: 19-3097

Agenda Date: 4/8/2019

Version: 1

Status: To Be Presented

In Control: City Council

File Type: Proclamation

Agenda Number:

Title

Census 2020

Requested Action

n/a

Recommendation

n/a

Description/History

n/a

Justification

n/a

Funding Source

n/a

Prepared By

Belinda Willis, Director Communications & Marketing



CITY OF MANSFIELD

1200 E. Broad St.
Mansfield, TX 76063
mansfieldtexas.gov

STAFF REPORT

File Number: 19-3053

Agenda Date: 4/8/2019

Version: 3

Status: Third and Final Reading

In Control: City Council

File Type: Ordinance

Title

Ordinance - Third and Final Reading of an Ordinance of the City of Mansfield, Texas Amending the Water Conservation and Drought Contingency Sections of the Water Demand Management / Drought Contingency Plan

Requested Action

Staff requests City Council consider approval of the attached revision to the "Water Demand Management / Drought Contingency Plan."

Recommendation

Staff recommends that the attached versions of the water conservation and drought contingency plans be adopted by council.

Description/History

The Texas Administrative Code Title 30 Chapter 288 stipulates that all Public Water Systems adopt a water conservation plan and a drought contingency plan. This rule also requires these plans to be revised and adopted every five years.

On March 11, 2002, the Council adopted a Water Demand Management Plan (Ordinance 1384). The Plan consisted of two parts: The Water Conservation Plan and a Drought Contingency Plan. The Water Conservation Plan describes how water consumption will be managed all of the time. The Drought Contingency Plan describes what actions will be taken during periods of drought. Subsequent Demand Management Plans have been revised and adopted by the Council in 2008 and 2014. The Demand Management Plan is aligned with regional efforts to communicate the need for efficient resource utilization.

Staff is not recommending any significant modifications to the plan that the Council adopted in 2014.

Proposed changes to the plan identify new goals for the next five and ten years. All the other updates are aligning the plan with current programs and data. The modifications have been highlighted for quick reference.

Justification

The City of Mansfield is required to submit an updated plan to the Texas Commission on Environmental Quality by May 1, 2019.

Funding Source

Not applicable

Prepared By

Jeff Price, Director of Utilities
817-728-3602

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF MANSFIELD, TEXAS AMENDING THE WATER CONSERVATION AND DROUGHT CONTINGENCY SECTIONS OF THE WATER DEMAND MANAGEMENT / DROUGHT CONTINGENCY PLAN.

WHEREAS, the City of Mansfield, Texas (the “City”), recognizes that the amount of water available to its water customers is limited; and

WHEREAS, the City recognizes that due to natural limitations, drought conditions, system failures and other acts of God which may occur, the City cannot guarantee an uninterrupted water supply for all purposes at all times; and

WHEREAS, the Water Code and the regulations of the Texas Commission on Environmental Quality (the “Commission”) require that the City adopt a Water Conservation Plan; and

WHEREAS, the Water Code and the regulations of the Texas Commission on Environmental Quality (the “Commission”) require that the City adopt a Drought Contingency Plan; and

WHEREAS, the City has determined an urgent need in the best interest of the public to adopt Water Conservation and Drought Contingency Plans that mirror an area wide effort to educate water users and preserve an invaluable resource during times of drought; and

WHEREAS, pursuant to Chapter 54 of the Local Government Code, the City is authorized to adopt such Ordinances necessary to preserve and conserve its water resources; and

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MANSFIELD, TEXAS; THAT:

Section 1. The City Council hereby approves and adopts the Water Conservation Plan, attached hereto as Addendum A, as if recited verbatim herein. The City commits to implement the requirements and procedures set forth in the adopted Water Conservation Plan.

Section 2. The City Council hereby approves and adopts the Drought Contingency Plan, attached hereto as Addendum B, as if recited verbatim herein. The City commits to implement the requirements and procedures set forth in the adopted Drought Contingency Plan.

Section 3. The Water Conservation and Drought Contingency Plans are collectively referred to as the Water Demand Management Plan (the “Plan”).

Section 4. Any customer, defined pursuant to 30 Tex. Admin. Code Chapter 291, failing to comply with the provisions of the Plan shall be subject to a fine of up to two thousand dollars (\$2,000.00) and/or discontinuance of water service by the City. Proof of a culpable mental state is not required for a conviction of an offense under this section. Each day a

customer fails to comply with the Plan is a separate violation. The City's authority to seek injunctive or other civil relief available under the law is not limited by this section.

Section 5. The City Council does hereby find and declare that sufficient written notice of the date, hour, place and subject of the meeting adopting this Ordinance was posted at a designated place convenient to the public for the time required by law preceding the meeting, that such place of posting was readily accessible at all times to the general public, and that all of the foregoing was done as required by law at all times during which this Ordinance and the subject matter thereof has been discussed, considered and formally acted upon. The City Council further ratifies, approves and confirms such written notice and the posting thereof.

Section 6. Should any paragraph, sentence, clause, phrase or word of this Ordinance be declared unconstitutional or invalid for any reason, the remainder of this Ordinance shall not be affected.

Section 7. The City Manager or his designee is hereby directed to file a copy of the Plan and this Ordinance with the Commission in accordance with Title 30, Chapter 288 of the Texas Administrative Code.

Section 8. The City Secretary is hereby authorized and directed to cause publication of the descriptive caption of this ordinance as an alternative method of publication provided by law.

Section 9. Ordinance No. 1909, adopted on April 29, 2014, is hereby amended.

Mayor, David Cook

Attest:

City Secretary, Susana Marin

TABLE OF CONTENTS

- 1. INTRODUCTION AND OBJECTIVES**
- 2. TEXAS COMMISSION ON ENVIRONMENTAL QUALITY RULES**
- 3. WATER UTILITY PROFILE**
- 4. SPECIFICATION OF WATER CONSERVATION GOALS**
- 5. METERING, WATER USE RECORDS, CONTROL OF UNACCOUNTED WATER, AND LEAK DETECTION AND REPAIR**
 - 5.1 Accurate Metering of Treated Water Deliveries
 - 5.2 Metering of Customer and Public Uses and Meter Testing, Repair, and Replacement
 - 5.3 Record Management System
 - 5.4 Determination and Control of Unaccounted Water
 - 5.5 Leak Detection and Repair
 - 5.6 Monitoring of Effectiveness and Efficiency - Annual Water Conservation Report
- 6. CONTINUING PUBLIC EDUCATION AND INFORMATION CAMPAIGN**
- 7. NON-PROMOTIONAL WATER RATE STRUCTURE**
- 8. OTHER WATER CONSERVATION MEASURES**
 - 8.1 Reservoir System Operation Plan
 - 8.2 Reuse and Recycling of Wastewater
 - 8.3 Ordinances, Plumbing Codes, or Rules on Water-Conserving Fixtures
 - 8.4 Water Waste Prohibition
 - 8.5 Requirement for Water Conservation Plans by Wholesale Customers
 - 8.6 Coordination with Regional Water Planning Group and TRWD
 - 8.7 Requests for Variance
- 9. IMPLEMENTATION AND ENFORCEMENT OF THE WATER CONSERVATION PLAN**

APPENDICES

APPENDIX A	Texas Commission on Environmental Quality Rules on Municipal Water Conservation Plans <ul style="list-style-type: none">• Texas Administrative Code Title 30, Part 1, Chapter 288, Subchapter A, Rule §288.1 – Definitions (Page B-1)• Texas Administrative Code Title 30, Part 1, Chapter 288, Subchapter A, Rule §288.2 – Water Conservation Plans for Municipal Uses by Public Water Suppliers (Page B-4)
APPENDIX B	Form for Water Utility Profile and Water Conservation Report
APPENDIX C	Letter to Region C Water Planning Group

Water Conservation Plan

1. INTRODUCTION AND OBJECTIVES

Having a dependable water supply has always been a key issue in the development of Texas. The growing population and economic expansion occurring in North Central Texas are placing increased demands on our water supplies. In order to meet the challenge of providing for our current and future needs we must learn to use the water we already have more efficiently. By stretching our existing supplies we can delay the need for new supplies, minimize the environmental impacts associated with developing new water resources, and postpone the high cost of building the infrastructure (dams, treatment facilities, and pipelines) necessary to capture, treat, and transport the additional water into our homes and businesses.

Recognizing the need for efficient use of existing water supplies, the Texas Commission on Environmental Quality (TCEQ) has developed guidelines and requirements governing the development of water conservation plans for public water suppliers. TCEQ guidelines and requirements are included in Appendix A. The City of Mansfield has developed this water conservation plan in response to TCEQ guidelines and requirements.

The objectives of this water conservation plan are as follows:

- To reduce water consumption from the levels that would prevail without conservation efforts.
- To reduce the loss and waste of water.
- To improve efficiency in the use of water.
- To extend the life of current water supplies by reducing the rate of growth in demand.
- To educate the citizens of Mansfield about the need for water conservation and the benefits of conserving our most valued natural resource.

2. TEXAS COMMISSION ON ENVIRONMENTAL QUALITY RULES

The TCEQ rules governing development of water conservation plans for public water suppliers are contained in Title 30, Part 1, Chapter 288, Subchapter A, Rule 288.2 of the Texas Administrative Code, which is included in Appendix B. For the purpose of these rules, a water conservation plan is defined as “A strategy or combination of strategies for reducing the volume of water withdrawn from a water supply source, for reducing the loss or waste of water, for maintaining or improving the efficiency in the use of water, for increasing the recycling and reuse of water, and for preventing the pollution of water.” The elements in the TCEQ water conservation rules covered in this conservation plan are listed below.

Minimum Conservation Plan Requirements

The minimum requirements in the Texas Administrative Code for Water Conservation Plans for Public Water Suppliers are covered in this report as follows:

- 288.2(a)(1)(A) – Utility Profile – Section 3 and Appendix B
- 288.2(a)(1)(C) – Specification of Goals – Section 4
- 288.2(a)(1)(D) – Accurate Metering – Sections 5.1 and 5.2
- 288.2(a)(1)(E) – Universal Metering – Section 5.2
- 288.2(a)(1)(F) – Determination and Control of Unaccounted Water – Section 5.4
- 288.2(a)(1)(G) – Public Education and Information Program – Section 6
- 288.2(a)(1)(H) – Non-Promotional Water Rate Structure – Section 7
- 288.2(a)(1)(I) – Reservoir System Operation Plan – Section 8.1
- 288.2(a)(1)(J) – Means of Implementation and Enforcement – Section 9
- 288.2(a)(1)(K) – Coordination with Regional Water Planning Group – Section 8.6 and Appendix C

Conservation Additional Requirements (Population over 5,000)

The Texas Administrative Code includes additional requirements for water conservation plans for cities with a population over 5,000:

- 288.2(a)(2)(A) – Leak Detection, Repair, and Water Loss Accounting – Sections 5.4, 5.5, and 5.6
- 288.2(a)(2)(B) – Record Management System – Section 5.3
- 288.2(a)(2)(C) – Requirement for Water Conservation Plans by Wholesale Customers – Section 8.5

Additional Conservation Strategies

TCEQ rules also list additional optional but not required conservation strategies, which may be adopted by suppliers. The following optional strategies are included in this plan:

- 288.2(a)(3)(A) – Conservation Oriented Water Rates – Section 7
- 288.2(a)(3)(B) – Ordinances, Plumbing Codes or Rules on Water-Conserving Fixtures – Section 8.3
- 288.2(a)(3)(D) – Reuse and Recycling of Wastewater – Section 8.2
- 288.2(a)(3)(F) – Considerations for Landscape Water Management Regulations – Section 8.4
- 288.2(a)(3)(G) – Monitoring Method – Section 5.6

3. WATER UTILITY PROFILE

Appendix B to this water conservation plan is a modified water utility profile based on the format recommended by the TCEQ. Some additional sections were added in order to gather the information necessary to assess the effectiveness of the water conservation plan.

4. SPECIFICATION OF WATER CONSERVATION GOALS

Current TCEQ rules require the adoption of specific water conservation goals for a water conservation plan. As part of plan adoption, each customer will develop 5-year and 10-year goals for per capita municipal use, following TCEQ procedures described in the water utility profile (Appendix B). The goals for this water conservation plan include the following:

- Maintain a per capita municipal water use below 155 gallons per capita per day in 2024 (5-year goal) and 150 gallons per capita per day in 2029 (10-year goal).
- ~~Keep the per capita municipal water use below 158 gallons per capita per day in 2018 (5-year goal) and 155 gallons per capita per day in 2023 (10-year goal).~~
- Maintain the level of unaccounted water in the system below 10% annually in 2014 2019 and subsequent years, as discussed in Section 5.4.
- Implement and maintain a program of universal metering and meter replacement and repair, as discussed in Section 5.2.
- Decrease waste in lawn irrigation by implementation and enforcement of landscape water management regulations, as discussed in Section 8.4.
- Raise public awareness of water conservation and encourage responsible public behavior through public communication and education programs, as discussed in Section 6.
- ~~Raise public awareness of water conservation and encourage responsible public behavior by a public education and information program, as discussed in Section 6.~~

5. METERING, WATER USE RECORDS, CONTROL OF UNACCOUNTED WATER, AND LEAK DETECTION AND REPAIR

One of the key elements in water conservation is careful tracking of water use and control of losses through illegal diversions and leaks. Careful metering of water deliveries and water use, detection and repair of leaks in the distribution system, and regular monitoring of unaccounted water are important in controlling losses.

5.1 Accurate Metering of Treated RAW Water Deliveries

The metering devices that measure raw water delivered to the City of Mansfield, Texas will be maintained within a minimum of +/- 5% accuracy. The largest raw water meter is located at the water treatment plant. This meter is an Endress Hauser, Pro-Mag W, which has an accuracy range of +/- 0.5%.

5.2 Metering of Customer and Public Uses and Meter Testing, Repair, and Replacement

All connections to the water system are metered connections. All meters will be maintained within an acceptable operating accuracy range as defined by the manufacturer or AWWA Standard for meter accuracy, which ever is more stringent. Dead meters and meters that indicate reduced usage will be flagged during the computerized billing process. These meters will be checked, field tested, and replaced when found to be out of manufacturer specifications or not meeting AWWA Standards.

All new meters installed as a new meter set or a meter replacement due to age and in-accuracy will be installed with an Advanced Metering Infrastructure (AMI) meter. The City of Mansfield will maintain a meter data management system for all AMI Meters.

5.3 Record Management System

As required by TAC Title 30, Part 1, Chapter 288, Subchapter A, Rule 288.2(a)(2)(B), the record management system allows for the separation of water sales and uses into residential, commercial, public/institutional, and industrial categories. This information will be included in an annual water conservation report, as described in Section 5.6 below.

The City of Mansfield will continue to maintain a record management system that accounts for; raw water received, drinking water treated, drinking water pumped, water delivered, water sold, and water system loss. This record management system will continue to separate and account for monthly usage in the following customer categories; residential domestic, residential irrigation, commercial usage, commercial/industrial irrigation, builders / construction, institutional, and industrial.

5.4 Determination and Control of Unaccounted Water

Unaccounted water is the difference between raw water purchased from TRWD and metered deliveries to customers. Authorized but unmetered uses would include use for fire fighting, releases for flushing of lines, and uses associated with new construction. Unaccounted water can include several categories:

- Inaccuracies in customer meters. (Customer meters tend to run more slowly as they age and under-report actual use.)
- Losses due to water main breaks and leaks in the water distribution system.
- Losses due to illegal connections and theft.
- Other.

The City of Mansfield will continue to monitor and minimize unaccounted water use by; periodic visual field inspection of all water facilities, use of fire hydrant meters to quantify the volume of water lost during flushing, review of property occupancy, and monthly comparisons of historical metered usage. Additional measures will be taken at the water treatment plant to quantify process water.

As shown in the Water Utility Profile, unaccounted water has varied from 7.48% to 14.58% in the last five years. With the measures described in this plan, the City of Mansfield intends to maintain the unaccounted water below 10% in 2019 and subsequent years.

As shown in the Water Utility Profile, unaccounted water has varied from 7.5% to 13.9% in the last five years. With the measures described in this plan, the City of Mansfield intends to maintain the unaccounted water below 10% in 2014 and subsequent years.

5.5 Leak Detection and Repair

The City of Mansfield will continue to vigilantly monitor the water distribution system and customer service connections for water leaks, and address the repair of any leaks found in a manner that expeditiously stops water loss. All leaks will be isolated and repaired as soon as possible.

Meter readers watch for and report signs of illegal connections so they can be addressed quickly. Crews and personnel look for and report evidence of leaks in the water distribution system. Maintenance crews respond quickly to repair leaks reported by the public and city personnel. The City of Mansfield uses 2 three-man distribution line crews. Areas of the water distribution system in which numerous leaks and line breaks occur are targeted for replacement as funds are available.

While it is impossible for the City staff alone to identify all leaks, Citizens are provided an online water waste reporting tool through the city website. All water waste reports are distributed via email to the Operations Manager and Supervisor for prioritization and repair.

5.6 Monitoring of Effectiveness and Efficiency - Annual Water Conservation Report

Appendix B is a modified water utility profile form that will be used in the development of an annual water conservation report for the City of Mansfield. This form will be completed by May 1 of the following year and will be used to monitor the effectiveness and efficiency of the water conservation program and to plan conservation-related activities for the next year. The form records the water use by category, per capita municipal use, and unaccounted water for the current year and compares them to historical values. The modified water utility profile and annual water conservation report will also be sent to TRWD, which will monitor regional water conservation trends.

6. PUBLIC COMMUNICATION AND EDUCATION CAMPAIGN

The City of Mansfield will continue to promote conservation through public communication and education by:

- Participate in various conservation programs with the Tarrant Regional Water District:
 - Staff training and education
 - Public education partnership
- Promoting conservation awareness in schools
- Create a curriculum/program for students/kids with the goal of educating our future water conservationists.
- Communicate conservation information via the following:
 - City buildings: public library, City Hall, Mansfield Activities Center and Chris W. Burkett Service Center
 - City of Mansfield Website
 - Local businesses and other public places
 - Monthly E-newsletter
 - Social Media: Facebook, Nextdoor and Twitter
 - Annual Consumer Confidence Report
- Promote the online customer water portal:
 - Communicate conservation messages, news and promote upcoming classes and events
 - Encourage residents to monitor daily water use and to sign up for leak detection alerts
- Create and execute educational campaigns about the value of water and how usage affects everyone
- Keep staff educated by attending industry and local conferences, trainings, and meetings to stay informed on current topics and trends
- Participate in city and special events to communicate the value of water
- Highlight water utilities employees and educate residents about what we do
- Identify and maintain relationships with residents, water utilities and city employees, Mansfield ISD, industry partners, and local organizations and businesses.

- Participating in various conservation programs with the Tarrant Regional Water District.
- Promoting a consistent, regional message of conservation awareness in public and private schools.
- Making conservation information available at the public library and on the City of Mansfield website.
- Including a conservation message in the city's E-Newsletter.
- Ensuring that the annual consumer confidence report will continue to contain a conservation message for the entire service area.
- Encouraging local media coverage of water conservation issues and the importance of water conservation.
- Making the *Texas Smartscape* CD, water conservation brochures, and other water conservation materials available to the public at the City of Mansfield Utility Department and other public places.
- Water Department staff will participate in the *Texas Smartscape* workshops, teaching attendees how to develop water management strategies and proper irrigation scheduling.

7. NON-PROMOTIONAL WATER RATE STRUCTURE

With the intent of encouraging water conservation and discouraging waste and excessive use of water, the City of Mansfield has adopted an increasing block rate structure. The unit price for water increases with increasing water usage. Current water rates are shown in tables 7.1 and 7.2.

Table 7.1 Monthly Meter Charges

Meter Size (inches)	Total Charge	Meter Size (inches)	Total Charge	Meter Size (inches)	Total Charge
5/8 or 3/4	\$22.57	2	\$180.56	6	\$1263.92
1	\$56.43	3	\$361.12		
1 1/2	\$112.85	4	\$620.68		

Table 7.2 Volume Unit Charges

Water User	Type/Volume	Volume Unit Charge (\$ per 1,000 gal.)
Residential and Commercial Customers	0 to 2,000 gallons	Included in base
	2,000 to 32,000 gallons	\$3.29
	32,000 gallons or above	\$4.11
Industrial Customers	0 to 2,000 gallons	Included in base
	2,000 to 32,000 gallons	\$2.61
	32,000 gallons or above	\$3.26

8. OTHER WATER CONSERVATION MEASURES

8.1 Reservoir System Operation Plan

Tarrant Regional Water District is responsible for all reservoir operation. The City of Mansfield will continue to provide elected official representation on the Advisory Board and staff representation on the Technical Advisory Committee of the Tarrant Regional Water District.

8.2 Reuse and Recycling of Wastewater

The City of Mansfield does not own and operate its own wastewater treatment plant. The city's wastewater is treated by the Trinity River Authority.

8.3 Ordinances, Plumbing Codes, or Rules on Water-Conserving Fixtures

The State of Texas has required water-conserving fixtures in new construction and renovations since 1992. The state standards call for flows of no more than 2.5 gallons per minute (gpm) for faucets, 3.0 gpm for showerheads, and 1.6 gallons per flush for toilets. Similar standards are now required nationally under federal law. These state and federal standards assure that all new construction and renovations will use water-conserving fixtures.

8.4 Water Waste Prohibition

Landscape irrigation and outdoor watering are responsible for a large portion of the water wasted in the state of Texas. The City of Mansfield will adopt the following conservation measures in an effort to reduce the amount of waster water:

- Prohibition of outdoor watering with sprinklers from 10:00 a.m. to 6:00 p.m. every day, year-round. Watering with hand-held hoses (provided that they are equipped with positive shut-off devices), soaker hoses, or hand-held dispensers is allowed.
- Requirement that all irrigation systems installed or receiving major repair work on or after May 1, 2008, be equipped with operational rain and freeze sensors. Existing residential irrigation systems are encouraged to be retrofitted with similar rain and freeze sensors.
- Requirement that all commercial and home owners' association (HOA) irrigation systems be equipped with operational rain and freeze sensors.
- Requirement that all irrigation systems installed or receiving major repair work on or after May 1, 2008, be equipped with controllers capable of multiple programs.
- Requirement that all irrigation systems installed or receiving major repair work on or after May 1, 2008, be equipped with an approved manual shut-off valve with lock-out capabilities. City personnel must be able to lock-out the valve with a standard padlock.

- Requirement that all irrigation systems be in compliance with current state design and installation regulations (Texas Administrative Code Title 30, Part 1, Chapter 344).
- Prohibition of designs and installations that spray directly onto impervious surfaces such as sidewalks and roads or onto other non-irrigated areas.
- Prohibition of poorly maintained sprinkler systems that waste water.
- Prohibition of outdoor watering during any form of precipitation.
- Prohibition of outdoor watering during a freeze or when the temperature has the potential of reaching 32°F.

Failure to comply with any portion of this section will constitute a violation and may be subject to enforcement.

Any of the following shall constitute major repair work:

- Any repair or maintenance that exposes the main line to the atmosphere.
- Any repair or maintenance that has an associated cost equal to or greater than \$500.00.

8.5 Requirement for Water Conservation Plans by Wholesale Customers

The City of Mansfield is a wholesale water supplier. Every contract for the wholesale sale of water that is entered into, renewed, or extended after the adoption of this water conservation plan will include a requirement that the wholesale customer and any wholesale customers of that wholesale customer develop and implement a water conservation plan meeting the requirements of Title 30, Part 1, Chapter 288, Subchapter A, Rule 288.2 of the Texas Administrative Code. The requirement will also extend to each successive wholesale customer in the resale of the water.

8.6 Coordination with Regional Water Planning Group and TRWD

Appendix C includes a letter sent to the Chair of the Region C Water Planning Group with this water conservation plan. A copy of this plan has also been sent to TRWD.

8.7 Requests for Variance

The Director of Utility Operations or his/her designee may grant temporary variance for water use prohibited by this plan if it is determined that an emergency condition resulting in an adverse affect to health, sanitation, or fire protection of a customer, person, or entity would result if a variance is not granted. Temporary variance may also be granted if it is determined that a customer, person, or entity is caused undue hardship or financial burden if a variance is not granted.

Outdoor watering at a service address with large multi-station irrigation systems may take place in accordance with a variance granted by the Director of Utility Operations or his/her designee if it is determined that the property can not be adequately irrigated in a single day.

Temporary variance may also be granted to playing fields which require watering to maintain league standards.

Skinned areas of sports fields may be watered as needed for dust control without applying for temporary variance.

In order to receive a written variance from the Director of Utility Operation or his/her designee the customer, person, or entity must provide a written request including:

- Name and address of the person requesting the variance.
- Location of the proposed water use.
- Detailed statement of potential damage and reason for the variance.
- The volume of water needed and specific purpose of water use.
- Period of time the variance is needed.
- Detailed statement of water conservation measures that are being used.
- Any diagram or other explanation that demonstrates the need for a variance.

Variances not retroactive and do not justify violations of the plan.

9. IMPLEMENTATION AND ENFORCEMENT OF THE WATER CONSERVATION PLAN

Mandatory water conservation measures will be enforced by warnings and penalties as follows:

- On the first violation, customers will be given a verbal warning that they have violated the mandatory water conservation measures. City staff will provide the customer with the information and educational materials needed to comply with the plan.
- On the second violation, customers will be issued a written warning that they have violated the mandatory water conservation measures.
- On the third and subsequent violations, a violation notice will be issued to customers, with minimum and maximum fines established by ordinance.
- After four violations have occurred, in a twelve month timeframe, the utility may cut off water service to the customer.
 - In order to restore water service, a customer must sign a statement of intent to comply with all applicable water conservation measures established or adopted by ordinance and pay a restore service fee.

The Director of Utility Operations or his/her designee may assess an administrative fee approved by the City Manager in addition to any criminal penalty assessed for a violation of this plan as described below. Administrative fees will not be assessed for verbal or written warnings. The administrative fee shall be assessed on the third and subsequent violations in order to recover costs associated with enforcement. Each day that a violation occurs shall constitute a separate violation.

- Violations involving irrigation systems with lock-out capabilities.
 - The Director of Utility Operations or his/her designee may install a lock on an irrigation system found to be operating in violation of this plan on more than three occasions and shall assess an administrative fee as approved by the City Manager (if applicable).
 - Notice shall be left on the premise to advise the owner/operator that the irrigation system has been locked; and
 - Notice shall be sent by United States Postal Service to the person recorded as the city's water customer notifying that person that a violation has been found and that the irrigation system has been locked. The notice shall also state the amount of the assessed administrative fee and shall advise the person of the procedures for payment of the fees and the procedure to request removal of the lock.
- Violations involving irrigation systems without lock-out capabilities.
 - The Director of Utility Operations or his/her designee shall leave notice on the premise to advise the owner/operator that the person was in violation of

this plan and has been assessed an administrative fee as approved by the City Manager (if applicable).

- Notice shall be sent by United States Postal Service to the person recorded as the city's water customer notifying that person that a violation has been found. The notice shall also state the amount of the assessed administrative fee and shall advise the person of the procedures for payment of the fees.
- Violations of mandatory water conservation measures not involving an underground irrigation system.
 - The Director of Utility Operations or his/her designee shall leave notice on the premise to advise the owner/operator that the person was in violation of this plan and has been assessed an administrative fee as approved by the City Manager (if applicable).
 - Notice shall be sent by United States Postal Service to the person recorded as the city's water customer notifying that person that a violation has been found. The notice shall also state the amount of the assessed administrative fee and shall advise the person of the procedures for payment of the fees.
- It shall be unlawful for any person to tamper with, cause damage to, or remove a locking device placed on an irrigation system by the Director of Utility Operations or his/her designee.
- The locking device will be removed from the irrigation system by the Director of Utility Operations or his/her designee within three (3) working days after payment is received from the customer.
- The Director of Utility Operations or his/her designee may require that an irrigation system comply with all current regulations and ordinances if:
 - The customer or irrigation system is found to be in violation of this plan on four (4) separate occasions;
 - In the opinion of the Director of Utility Operations or his/her designee, the violation warrants immediate compliance; or
 - The design, installation, or operation of the irrigation system prohibits the efficient use of water.
- Failure to pay assessed administrative fees within the indicated timeframe will constitute a separate violation of this plan.

APPENDIX A

TEXAS COMMISSION ON ENVIRONMENTAL QUALITY RULES ON MUNICIPAL WATER CONSERVATION PLANS

**Texas Commission on Environmental Quality Rules on Water Conservation Plans
for Municipal Uses by Public Water Suppliers**

[TITLE 30](#)

ENVIRONMENTAL QUALITY

[PART 1](#)

TEXAS COMMISSION ON ENVIRONMENTAL QUALITY

[CHAPTER 288](#)

WATER CONSERVATION PLANS, DROUGHT
CONTINGENCY PLANS, GUIDELINES AND
REQUIREMENTS

[SUBCHAPTER A](#)

WATER CONSERVATION PLANS

RULE §288.2

Water Conservation Plans for Municipal Uses by Public Water
Suppliers

(a) A water conservation plan for municipal water use by public water suppliers must provide information in response to the following. If the plan does not provide information for each requirement, the public water supplier shall include in the plan an explanation of why the requirement is not applicable.

(1) Minimum requirements. All water conservation plans for municipal uses by public water suppliers must include the following elements:

(A) a utility profile in accordance with the Texas Water Use Methodology, including, but not limited to, information regarding population and customer data, water use data (including total gallons per capita per day (GPCD) and residential GPCD), water supply system data, and wastewater system data;

(B) a record management system which allows for the classification of water sales and uses into the most detailed level of water use data currently available to it, including, if possible, the sectors listed in clauses (i) - (vi) of this subparagraph. Any new billing system purchased by a public water supplier must be capable of reporting detailed water use data as described in clauses (i) - (vi) of this subparagraph:

(i) residential;

(I) single family;

(II) multi-family;

(ii) commercial;

(iii) institutional;

(iv) industrial;

(v) agricultural; and,

(vi) wholesale.

(C) specific, quantified five-year and ten-year targets for water savings to include goals for water loss programs and goals for municipal use in total GPCD and residential GPCD. The goals established by a public water supplier under this subparagraph are not enforceable;

(D) metering device(s), within an accuracy of plus or minus 5.0% in order to measure and account for the amount of water diverted from the source of supply;

(E) a program for universal metering of both customer and public uses of water, for meter testing and repair, and for periodic meter replacement;

(F) measures to determine and control water loss (for example, periodic visual inspections along distribution lines; annual or monthly audit of the water system to

determine illegal connections; abandoned services; etc.);

(G) a program of continuing public education and information regarding water conservation;

(H) a water rate structure which is not "promotional," i.e., a rate structure which is cost-based and which does not encourage the excessive use of water;

(I) a reservoir systems operations plan, if applicable, providing for the coordinated operation of reservoirs owned by the applicant within a common watershed or river basin in order to optimize available water supplies; and

(J) a means of implementation and enforcement which shall be evidenced by:

(i) a copy of the ordinance, resolution, or tariff indicating official adoption of the water conservation plan by the water supplier; and

(ii) a description of the authority by which the water supplier will implement and enforce the conservation plan; and

(K) documentation of coordination with the regional water planning groups for the service area of the public water supplier in order to ensure consistency with the appropriate approved regional water plans.

(2) Additional content requirements. Water conservation plans for municipal uses by public drinking water suppliers serving a current population of 5,000 or more and/or a projected population of 5,000 or more within the next ten years subsequent to the effective date of the plan must include the following elements:

(A) a program of leak detection, repair, and water loss accounting for the water transmission, delivery, and distribution system;

(B) a requirement in every wholesale water supply contract entered into or renewed after official adoption of the plan (by either ordinance, resolution, or tariff), and including any contract extension, that each successive wholesale customer develop and implement a water conservation plan or water conservation measures using the applicable elements in this chapter. If the customer intends to resell the water, the contract between the initial supplier and customer must provide that the contract for the resale of the water must have water conservation requirements so that each successive customer in the resale of the water will be required to implement water conservation measures in accordance with the provisions of this chapter.

(3) Additional conservation strategies. Any combination of the following strategies shall be selected by the water supplier, in addition to the minimum requirements in paragraphs (1) and (2) of this subsection, if they are necessary to achieve the stated water conservation goals of the plan. The commission may require that any of the following strategies be implemented by the water supplier if the commission determines that the strategy is necessary to achieve the goals of the water conservation plan:

(A) conservation-oriented water rates and water rate structures such as uniform or increasing block rate schedules, and/or seasonal rates, but not flat rate or decreasing block rates;

(B) adoption of ordinances, plumbing codes, and/or rules requiring water-conserving plumbing fixtures to be installed in new structures and existing structures undergoing substantial modification or addition;

(C) a program for the replacement or retrofit of water-conserving plumbing fixtures in existing structures;

(D) reuse and/or recycling of wastewater and/or graywater;

(E) a program for pressure control and/or reduction in the distribution system and/or for customer connections;

(F) a program and/or ordinance(s) for landscape water management;

(G) a method for monitoring the effectiveness and efficiency of the water conservation plan; and

(H) any other water conservation practice, method, or technique which the water supplier shows to be appropriate for achieving the stated goal or goals of the water conservation plan.

(b) A water conservation plan prepared in accordance with 31 TAC §363.15 (relating to Required Water Conservation Plan) of the Texas Water Development Board and substantially meeting the requirements of this section and other applicable commission rules may be submitted to meet application requirements in accordance with a memorandum of understanding between the commission and the Texas Water Development Board.

(c) A public water supplier for municipal use shall review and update its water conservation plan, as appropriate, based on an assessment of previous five-year and ten-year targets and any other new or updated information. The public water supplier for municipal use shall review and update the next revision of its water conservation plan every five years to coincide with the regional water planning group.

Source Note: The provisions of this §288.2 adopted to be effective May 3, 1993, 18 TexReg 2558; amended to be effective February 21, 1999, 24 TexReg 949; amended to be effective April 27, 2000, 25 TexReg 3544; amended to be effective October 7, 2004, 29 TexReg 9384; amended to be effective December 6, 2012, 37 TexReg 9515

APPENDIX B

**FORM FOR WATER UTILITY PROFILE
AND WATER CONSERVATION REPORT**

APPENDIX B
Customer Water Conservation Report
Due May 1 of Every Year

Name of Utility: _____

Address & Zip: _____

Telephone Number: _____ **Fax:** _____

Form Completed By: _____

Title: _____

Signature: _____ **Date:** _____

Name and Phone Number of Person/Department responsible for implementing a water conservation program:

UTILITY PROFILE

I. POPULATION CUSTOMER DATA

A. Population and Service Area Data

1. Service area size (square miles): _____

2. Current population of service area: _____

3. Current population served by utility:

a: water _____

b: wastewater _____

4. Population served by water utility
service area for the previous five years:

5. Projected population for
in the following decades:

<u>Year</u>	<u>Population</u>
--------------------	--------------------------

_____	_____
-------	-------

_____	_____
-------	-------

_____	_____
-------	-------

_____	_____
-------	-------

_____	_____
-------	-------

<u>Year</u>	<u>Population</u>
--------------------	--------------------------

<u>2010</u>	_____
-------------	-------

<u>2020</u>	_____
-------------	-------

<u>2030</u>	_____
-------------	-------

<u>2040</u>	_____
-------------	-------

<u>2050</u>	_____
-------------	-------

<u>2060</u>	_____
-------------	-------

5. List specific source(s)/method(s) for the calculation of current and projected population:

B. Active Connections

1. Current number of active connections by user type. Check whether multi-family service is counted as Residential ____ or Commercial ____.

Treated water users	Metered	Not-metered	Total
Residential			
Commercial			
Industrial			
Public			
Other			

2. List the net number of new connections per year for most recent three years:

Year	<u>20XX</u>	<u>20XX</u>	<u>20XX</u>
Total	_____	_____	_____

C. High Volume Customers

List annual water use for the ten highest volume customers (indicate if treated or raw water delivery). Provide date of most recent water use audit – if never audited, please indicate so.

	Customer	Use (1,000 gallons / year)	Treated / Raw Water	Date of Last Water Use Audit
(1)				
(2)				
(3)				
(4)				
(5)				
(6)				

(7)				
(8)				
(9)				
(10)				

II. WATER USE DATA FOR SERVICE AREA

A. Water Accounting Data

1. Amount of water use for previous five years (in 1,000 gal.):

Total Diverted and Treated Water Deliveries and Sales by Month					
Month	Year				
	20XX	20XX	20XX	20XX	20XX
January					
February					
March					
April					
May					
June					
July					
August					
September					
October					
November					
December					
Total					

Indicate how the above figures were determined (e.g., from a master meter located at the point of a diversion from the source or located at a point where raw water enters the treatment plant, or from water sales).

2. Indicate whether water is supplied from:

a. Untreated surface water sources: _____

b. Another utility as treated water: _____

2a. For entities that treat their own water:

Does utility operate a raw water intake? If so, indicate intake location and minimum elevations of safe operation.

Location of raw water intake

Elevation

_____	_____
_____	_____
_____	_____
_____	_____

2b. For entities that purchase treated water from another utility, list water supply sources and quantity purchased from each source:

Treated water sources
purchased

Quantity

_____	_____
_____	_____
_____	_____
_____	_____

3. Amount of water (in 1,000 gallons) delivered (sold) as recorded by the following account types for the past five years.

Account Type	Year				
	20XX	20XX	20XX	20XX	20XX
Residential					
Commercial					
Public / Institutional					
Industrial					
Wholesale					
Other					
Total Sold					

Residential:

Single + multifamily residences

Commercial: Restaurants, retail, office

Public / Institutional: Municipal, airports, schools, hospitals

Industrial: Large manufacturing

Wholesale: Deliveries to successive customers

Other: Uses not included in above categories.
Please describe:_____

4. Calculate gallons per capita per day by account types for the past five years.

Account Type	Gallons per capita per day by Account Type (Total water diverted (or treated) / population / 365)				
	20XX	20XX	20XX	20XX	20XX
Residential					
Commercial					
Public / Institutional					
Industrial					
Wholesale					
Other					
Total					

5. List previous five years records for water loss (the difference between water diverted (or treated) and water delivered (or sold)). The goal for percent of unaccounted for water is 12%.

<u>Year</u>	<u>Amount (gal.)</u>	<u>% of Total Water Diverted or Treated</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

6. List previous five years records for water reuse. Reuse is the authorized use for one or more beneficial purposes of use of water that remains unconsumed after the water is used for the original purpose of use and

before that water is either disposed of or discharged or otherwise allowed to flow into a watercourse, lake or other body of state-owned water.

<u>Year</u>	<u>Amount (gal.)</u>	<u>% of Total Water Diverted or Treated</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

7. Municipal per capita water use (in gallons per day) for previous five years. Municipal per capita water use is the sum total of water diverted into a water supply system for residential, commercial, and public and institutional uses divided by total population served. GPCD includes water losses.

<u>Year</u>	<u>Population</u>	<u>Total Water Diverted (or Treated)(1,000 gal.)</u>	<u>Municipal Per Capita Use (GPCD)</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

7. Previously stated per capita goals: 5-year: _____ 10-year: _____
(by 200X) (by 200X)
8. Did water use (GPCD) increase or decrease from previous year? _____
Percent increase or decrease from previous year? _____
9. Briefly discuss reasons for the increase or decrease in municipal water use.

APPENDIX C

LETTER TO REGION C
WATER PLANNING GROUP

APPENDIX C
Letter to Region C Water Planning Group

Date

Mr. Kevin Ward
Chair, Region C Water Planning Group
Trinity River Authority
P.O. Box 60
Arlington, TX 76004

Dear Mr. Ward:

Enclosed please find a copy of the water conservation plan for customers of the City of Mansfield. I am submitting a copy of this plan to the Region C Water Planning Group in accordance with the Texas Water Development Board and Texas Commission on Environmental Quality rules.

Sincerely,

Jeff Price
Director, Water Utilities
City of Mansfield

1. INTRODUCTION AND OBJECTIVES

This plan addresses all of the current TCEQ requirements for a drought contingency plan.

The purpose of this drought contingency plan is as follows:

- To protect and preserve public health, welfare, and safety
- To conserve the available water supply in times of drought and emergency
- To maintain supplies for domestic water use, sanitation, and fire protection
- To minimize the adverse impacts of water supply shortages
- To minimize the adverse impacts of emergency water supply conditions.

2. TEXAS COMMISSION ON ENVIRONMENTAL QUALITY RULES

The TCEQ rules governing development of drought contingency plans for public water suppliers and wholesale water suppliers are contained in Title 30, Part 1, Chapter 288, Subchapter B of the Texas Administrative Code. For the purpose of these rules, a drought contingency plan is defined as “a strategy or combination of strategies for temporary supply and demand management responses to temporary and potentially recurring water supply shortages and other water supply emergencies.”

3. DROUGHT CONTINGENCY PLAN

3.1 Provisions to Inform the Public and Opportunity for Public Input

The City of Mansfield will provide opportunity for public input in the development of this drought contingency plan by the following means:

- Public Hearing

3.2 Provisions for Continuing Public Education and Information

The City of Mansfield will inform and educate the public about the drought contingency plan by the following means:

- Preparing a bulletin describing the plan and making it available at city hall and other appropriate locations.
- Making the plan available to the public through the city’s Web site (if available).

- Including information about the drought contingency plan on the city's Web site (if available).
- Notifying local organizations, schools, and civic groups that staff are available to make presentations on the drought contingency plan (usually in conjunction with presentations on water conservation programs).

At any time that the drought contingency plan is activated or the drought stage changes, the City of Mansfield will notify local media of the issues, the drought response stage, and the specific actions required of the public. The information will also be publicized on the city's Web site. News letters and/or notices on bills will also be used as appropriate.

3.3 Initiation and Termination of Drought and Emergency Response Stages

Initiation of a Drought and Emergency Response Stage

The City Manager or official designee may order the implementation of a drought response stage or water emergency when one or more of the trigger conditions for that stage is met. The following actions will be taken when a drought stage is initiated:

- The public will be notified through local media and the city's Web site (if available) as described in Section 3.2.
- Wholesale customers (if any) and TRWD will be notified by telephone with a follow-up letter, e-mail, or fax that provides details of the reasons for initiation of the drought stage.
- If any mandatory provisions of the drought contingency plan are activated, the City of Mansfield will notify the Executive Director of the TCEQ within 5 business days.

The City Manager or official designee may decide not to order the implementation of a drought response stage or water emergency even though one or more of the trigger criteria for the stage are met. Factors which could influence such a decision include, but are not limited to, the time of the year, weather conditions, the anticipation of replenished water supplies, or the anticipation that additional facilities will become available to meet needs. The reason for this decision should be documented.

Termination of a Drought Stage

The City Manager or official designee may order the termination of a drought response stage or water emergency when the conditions for termination are met or at their discretion. The following actions will be taken when a drought stage is terminated:

- The public will be notified through local media and the city's Web site (if available) as described in Section 3.2.
- Wholesale customers (if any) and TRWD will be notified by telephone with a follow-up letter, e-mail, or fax.

- If any mandatory provisions of the drought contingency plan that have been activated are terminated, the City of Mansfield will notify the Executive Director of the TCEQ within 5 business days.

The City Manager or official designee may decide not to order the termination of a drought response stage or water emergency even though the conditions for termination of the stage are met. Factors which could influence such a decision include, but are not limited to, the time of the year, weather conditions, or the anticipation of potential changed conditions that warrant the continuation of the drought stage. The reason for this decision should be documented.

3.4 Drought and Emergency Response Stages

Stage 1, Water Watch

Triggering and Terminating Conditions

TRWD has initiated Stage 1, Water Watch, which may be initiated by one or more of the following:

- Total raw water supply in TRWD western and eastern division reservoirs drops below 75% (25% depleted) of conservation storage.
- Water demand for all or part of the TRWD delivery system exceeds delivery capacity because delivery capacity is inadequate.
- Water demand is projected to approach the limit of TRWD's permitted supply.
- TRWD's supply source becomes contaminated.
- TRWD's water supply system is unable to deliver water due to the failure or damage of major water system components.
- The TRWD General Manager, with the concurrence of the TRWD Board of Directors, finds that conditions warrant the declaration of a Stage 1 drought.
- The City of Mansfield's demand exceeds the amount that can be delivered to customers.
- City's water demand for all or part of the delivery system approaches delivery capacity because delivery capacity is inadequate.
- City's water treatment or distribution system becomes contaminated.
- City's water supply system is unable to deliver water due to the failure or damage of major water system components.
- City's plan may be implemented if other criteria dictate.

Stage 1 may terminate when TRWD terminates its Stage 1 condition, when the circumstances that caused the initiation of Stage 1 no longer prevail, or at the discretion of the City Manager or official designee.

Stage 1 may be terminated when total raw water supply in TRWD western and eastern division reservoirs reaches 85% for 90 days or lake levels reach 95%, or at the discretion of the City Manager or official designee.

Goal for Use Reduction

The goal for water use reduction under Stage 1, Water Watch, is to decrease use by five percent. If circumstances warrant or if required by TRWD, the City Manager or his/her official designee can set a goal for greater water use reduction.

Actions Available under Stage 1, Water Watch

The City Manager or official designee may implement any action(s) requested by the Tarrant Regional Water District. In addition, the City Manager or official designee may order the implementation of any of the other actions listed below, as deemed necessary. The City of Mansfield must notify TCEQ within five business days if any mandatory measures are implemented.

All Water Users

- Initiate mandatory restrictions to prohibit non-essential water use as follows:
 - Prohibit hosing of buildings or other structures for purposes other than fire protection or surface preparation prior to painting.
 - Prohibit using water in such a manner as to allow runoff or other waste, including:
 - (1) failure to repair a controllable leak, including a broken sprinkler head, a leaking valve, leaking or broken pipes, or a leaking faucet;
 - (2) operating a permanently installed irrigation system with: (a) a broken head; (b) a head that is out of adjustment and the arc of the spray head is over a street or parking lot; or (c) a head that is misting because of high water pressure; or
 - (3) during irrigation, allowing water to (a) to run off a property and form a stream of water in a street for a distance of 50 feet or greater; or (b) to pond in a street or parking lot to a depth greater than one-quarter of an inch.
- Outdoor watering with sprinklers or irrigation systems is prohibited between 10 a.m. and 6 p.m. year-round, in all stages.
- Limit landscape watering with sprinklers or irrigation systems at each service address to a twice per week schedule as determined by the director of utilities.

Exceptions:

- Foundations may be watered up to two hours on any day by handheld hose; or using a soaker hose or drip irrigation system placed within 24-inches of the foundation that does not produce a spray of water above the ground.
 - New plantings, (first year) of shrubs, and trees may be watered up to two hours on any day by handheld hose, drip irrigation, or a soaker hose. Tree watering is limited to an area not to exceed the drip line of a tree.
 - Twice per week landscape watering restrictions do not apply to locations using well water or treated wastewater effluent for irrigation.
 - Outdoor watering at service addresses with large multi-station irrigation systems may take place in accordance with a variance granted by the director of utilities, if the director determines that a property can not be completely irrigated with an average of three-quarters of an inch of water in a single day, and that the property should be divided into sections to be irrigated on different days.
- Establishing new turf is discouraged. If new hydromulch, grass sod, or grass seed is installed, there are no watering restrictions for the first 30 days while it is being established. After that, the watering restrictions set forth in this stage apply.
 - Washing of any motor vehicle, motorbike, boat, trailer, airplane, or other vehicle shall be limited to the use of a hand-held bucket or a hand-held hose equipped with a positive shutoff nozzle for quick rinses. Vehicle washing may be done at any time on the premises of a commercial car wash or commercial service station. Further, such washing may be exempt from these requirements if the health, safety, and welfare of the public are contingent upon frequent vehicle cleansing, such as garbage trucks and vehicles used to transport food and perishables.
 - Encourage reduction in frequency of draining and refilling swimming pools.
 - Encourage use of Texas native and drought tolerant plants in landscaping.

City and Local Governments

In addition to actions listed above, the City Manager or official designee may also:

- Review conditions and problems that caused Stage 1. Take corrective action.
- Increase public education efforts on ways to reduce water use.
- Intensify leak detection and repair efforts.
- Audit all city and local government irrigation systems to ensure proper condition, settings, and operation.
- Identify and encourage voluntary reduction measures by high-volume water users through water use audits.
- Increase enforcement efforts.
- Landscape watering of municipal parks, golf courses, and sports fields is restricted to twice per week watering schedule, per irrigation station.

Exceptions:

- Golf courses may water greens and tee boxes without restrictions, however watering must be done before 10 a.m. and after 6 p.m.
 - Watering of athletic fields (field only, does not include surrounding landscaped areas) used for organized sports practice, competition, or exhibition events may occur as necessary to protect the health and safety of the players, staff, or officials present for athletic events. Encouraged to reduce water use by five percent.
 - See all water users category above for rules that apply to facilities with large multi-station irrigation systems.
- Reduce non-essential water use. As used herein, non-essential water uses are those that do not have any health or safety impact and are not needed to meet the core function of the agency.
 - Notify wholesale customers of actions being taken and request them to implement similar procedures.

Commercial or Industrial

- All actions listed above for all water users apply to commercial and industrial users.
- Landscape watering of parks, golf courses, and sports fields is restricted to twice per week watering schedule, per irrigation station.

Exceptions:

- Golf courses may water greens and tee boxes without restrictions, however watering must be done before 10 a.m. and after 6 p.m.
 - Watering of athletic fields (field only, does not include surrounding landscaped areas) used for organized sports practice, competition, or exhibition events may occur as necessary to protect the health and safety of the players, staff, or officials present for athletic events. Encouraged to reduce water use by five percent.
 - See all water users category above for rules that apply to facilities with large multi-station irrigation systems.
- Stock at commercial plant nurseries is exempt from Stage 1 watering restrictions.
 - Hotels are encouraged to implement laundry conservation measures by encouraging patrons to reuse linens and towels.

Stage 2, Water Warning

Triggering and Terminating Conditions

The TRWD has initiated Stage 2, Water Warning, which may be initiated by one or more of the following:

- Total raw water supply in TRWD western and eastern division reservoirs drops below 60% (40% depleted) of conservation storage.
- Water demand for all or part of the TRWD delivery system exceeds delivery capacity because delivery capacity is inadequate.
- Water demand is projected to approach the limit of TRWD's permitted supply.
- TRWD's supply source becomes contaminated.
- TRWD's water supply system is unable to deliver water due to the failure or damage of major water system components.
- The TRWD General Manager, with the concurrence of the TRWD Board of Directors, finds that conditions warrant the declaration of a Stage 2 drought.
- The City of Mansfield's demand exceeds production capacity of the amount that can be delivered to customers for 1 day.
- City's demand for all or part of the delivery system equals or exceeds delivery capacity because delivery capacity is inadequate.
- City's water treatment or distribution system becomes contaminated.
- City's water supply system is unable to deliver water due to the failure or damage of major water system components.
- City's plan may be implemented if other criteria dictate.

Stage 2 may terminate when TRWD terminates its Stage 2 condition, when the circumstances that caused the initiation of Stage 2 no longer prevail, or at the discretion of the City Manager or official designee.

Stage 2 may be terminated when total raw water supply in TRWD western and eastern division reservoirs reaches 70% for 30 days or lake levels reach 75%, or at the discretion of the City Manager or official designee.

Goal for Use Reduction

The goal for water use reduction under Stage 2, Water Warning, is to decrease use by ten percent. If circumstances warrant or if required by TRWD, the City Manager or official designee can set a goal for greater water use reduction.

Actions Available under Stage 2, Water Warning

The City Manager or official designee may implement any action(s) requested by the Tarrant Regional Water District. In addition, the City Manager or official designee may order the implementation of any of the other actions listed below, as deemed necessary. The City of Mansfield must notify TCEQ within five business days if any mandatory measures are implemented:

All Water Users

- Landscape watering with sprinklers or irrigation systems at each service address is limited to once every seven days. Outdoor watering schedule to be determined by director of utilities.

Exceptions:

- Foundations may be watered up to two hours on any day by handheld hose; or using a soaker hose or drip irrigation system placed within 24-inches of the foundation that does not produce a spray of water above the ground.
 - New plantings, (first year) of shrubs, and trees may be watered up to two hours on any day by handheld hose, drip irrigation, or a soaker hose. Tree watering is limited to an area not to exceed the drip line of a tree.
 - Once per week outdoor watering restrictions do not apply to locations using well water or treated wastewater effluent for irrigation.
 - Outdoor watering at service addresses with large multi-station irrigation systems may take place in accordance with a variance granted by the director of utilities, if the director determines that a property can not be completely irrigated with an average of three-quarters of an inch of water in a single day, and that the property should be divided into sections to be irrigated on different days.
- Public is encouraged to wait until the current drought or emergency situation has passed before establishing new landscaping. If new hydromulch, grass sod, or grass seed is installed, there are no watering restrictions for the first 30 days while it is being established. After that, the watering restrictions set forth in this stage apply.
 - Prohibit use of water for dust control, except as required to protect public health.
 - Prohibit the operation of ornamental fountains or ponds that use potable water except where necessary to support aquatic life or where such fountains or ponds are equipped with a recirculation system.
 - Discourage filling of swimming pools with automatic valves.

City and Local Governments

In addition to actions listed above:

- Continue or initiate any actions available under Stage 1.
- Review conditions or problems that caused Stage 2. Take corrective action.
- Increase frequency of media releases on water supply conditions.
- Further accelerate public education efforts on ways to reduce water use.
- Landscape watering at municipal parks, golf courses, and sports fields is limited to once every seven days, per irrigation station.

Exceptions:

- Golf courses may water greens and tee boxes as needed to keep them alive, however watering must be done before 10 a.m. and after 6 p.m.
 - Watering of athletic fields (field only, does not include surrounding landscaped areas) used for organized sports practice, competition, or exhibition events may occur as necessary to protect the health and safety of the players, staff, or officials present for athletic events. Encouraged to reduce water use by ten percent.
 - See all water users category above for rules that apply to facilities with large multi-station irrigation systems.
- Halt non-essential water use. As used herein, non-essential water uses are those that do not have any health or safety impact and are not needed to meet the core function of the agency.
 - Notify wholesale customers of actions being taken and request them to implement similar procedures.

Commercial or Industrial

- All actions listed above for all water users apply to commercial and industrial users.
- Landscape watering at parks, golf courses, and sports fields is limited to once every seven days, per irrigation station.

Exceptions:

- Golf courses may water greens and tee boxes as needed to keep them alive, however watering must be done before 10 a.m. and after 6 p.m.
- Watering of athletic fields (field only, does not include surrounding landscaped areas) used for organized sports practice, competition, or exhibition events may occur as necessary to protect the health and safety of the players, staff, or officials present for athletic events. Encouraged to reduce water use by ten percent.
- See all water users category above for rules that apply to facilities with large multi-station irrigation systems.

Stage 3, Water Emergency

Triggering and Terminating Conditions

The TRWD has initiated Stage 3, Water Emergency, which may be initiated by one or more of the following:

- Total raw water supply in TRWD western and eastern division reservoirs drops below 45% (55% depleted) of conservation storage.
- Water demand for all or part of the TRWD delivery system exceeds delivery capacity because delivery capacity is inadequate.

- Water demand is projected to approach or exceed the limit of TRWD's permitted supply.
- TRWD's supply source becomes contaminated.
- TRWD's water supply system is unable to deliver water due to the failure or damage of major water system components.
- The TRWD General Manager, with the concurrence of the TRWD Board of Directors, finds that conditions warrant the declaration of a Stage 3 drought.
- The City of Mansfield's demand exceeds production capacity of the amount that can be delivered to customers for 2 consecutive days.
- City's demand for all or part of the delivery system exceeds delivery capacity because delivery capacity is inadequate.
- Natural or man-made contamination of the water supplier's treatment or distribution system.
- City's water supply system is unable to deliver water due to the failure or damage of major water system components.
- City's plan may be implemented if other criteria dictate.

Stage 3 may terminate when TRWD terminates its Stage 3 condition, when the circumstances that caused the initiation of Stage 3 no longer prevail, or at the discretion of the City Manager or official designee.

Stage 3 may be terminated when total raw water supply in TRWD western and eastern division reservoirs reaches 55% for 30 days or lake levels reach 60%, or at the discretion of the City Manager or official designee.

Goals for Use Reduction

The goal for water use reduction under Stage 3, Emergency Water Use, is to decrease use by 20 percent. If circumstances warrant or if required by TRWD, the City Manager or official designee can set a goal for a greater water use reduction.

Actions Available under Stage 3, Water Emergency

The City Manager or official designee must implement any action(s) required by the Tarrant Regional Water District. In addition, the City Manager or official designee may order the implementation of any of the other actions listed below, as deemed necessary. The City of Mansfield must notify TCEQ within five business days if any mandatory measures are implemented:

All Water Users

- Prohibit landscape watering.

Exceptions:

- Foundations may be watered up to two hours on any day by handheld hose; or using a soaker hose or drip irrigation system placed within 24-inches of the foundation that does not produce a spray of water above the ground.
- Trees may be watered up to two hours on any day by handheld hose, drip irrigation, or a soaker hose. Tree watering is limited to an area not to exceed the drip line of a tree.
- Establishment of new landscaping shall be done in accordance with Section 3.5 (Procedures for Granting Variances to the Plan) ONLY.
- Vehicle washing restricted to commercial car wash or commercial service station and can only be done as necessary for health, sanitation, or safety reasons, including but not limited to the washing of garbage trucks and vehicles used to transport food and other perishables. All other vehicle washing is prohibited.

City and Local Governments

In addition to actions listed above:

- Continue or initiate any actions available under Stages 1 and 2.
- Review conditions or problems that caused Stage 3. Take corrective action.
- Implement viable alternative water supply strategies.
- Increase frequency of media releases explaining emergency situation.
- Reduce city and local government water use to maximum extent possible.
- Landscape watering at municipal parks, golf courses, and sports fields is prohibited.

Exceptions:

- Golf course greens may be watered by hand as needed to keep them alive, however watering must be done before 10 a.m. and after 6p.m.
 - Watering of athletic fields (field only, does not include surrounding landscaped areas) used for organized sports practice, competition, or exhibition events may occur as necessary to protect the health and safety of the players, staff, or officials present for athletic events. Encouraged to reduce water use by twenty percent.
- Institute a mandated reduction in deliveries to all customers. Such a reduction will be distributed as required by Texas Water Code §11.039.
- If TRWD has imposed a reduction in water available to customers, impose the same percent reduction on wholesale customers.
- Notify wholesale customers of actions being taken and request them to implement similar procedures.

Commercial or Industrial

- All actions listed above for all water users apply to commercial and industrial users.
- Landscape watering at parks, golf courses, and sports fields is prohibited.

Exceptions:

- Golf course greens may be watered by hand as needed to keep them alive, however watering must be done before 10 a.m. and after 6 p.m.
 - Watering of athletic fields (field only, does not include surrounding landscaped areas) used for organized sports practice, competition, or exhibition events may occur as necessary to protect the health and safety of the players, staff, or officials present for athletic events. Encouraged to reduce water use by twenty percent.
- Hotels required to implement laundry conservation measures by encouraging patrons to reuse linens and towels.
 - Stock at commercial plant nursery may be watered only with a hand-held hose, hand-held watering can, or drip irrigation system.
 - Commercial and industrial water users required to reduce water use by a set percentage (20 percent is the goal for stage 3).

3.5 Procedures for Granting Variances to the Plan

The City Manager or official designee may grant temporary variances for existing water uses otherwise prohibited under this drought contingency plan if one or more of the following conditions are met:

- Failure to grant such a variance would cause an emergency condition adversely affecting health, sanitation, or fire safety for the public or the person requesting the variance.
- Compliance with this plan cannot be accomplished due to technical or other limitations.
- Alternative methods that achieve the same level of reduction in water use can be implemented.

Variances shall be granted or denied at the discretion of the City Manager or official designee. All petitions for variances should be in writing and should include the following information:

- Name and address of the petitioner(s)
- Purpose of water use
- Specific provisions from which relief is requested
- Detailed statement of the adverse effect of the provision from which relief is requested
- Description of the relief requested
- Period of time for which the variance is sought

- Alternative measures that will be taken to reduce water use
- Other pertinent information.

3.6 Procedures for Enforcing Mandatory Water Use Restrictions

Mandatory water use restrictions may be imposed in Stages 1, 2, and 3 drought stages. These mandatory water use restrictions will be enforced by warnings and penalties as follows:

- On the first violation, customers will be given a written warning that they have violated the mandatory water use restriction.
- On the second and subsequent violations, citations may be issued to customers, with minimum and maximum fines established by ordinance.
- After two violations have occurred, utility may install a flow restrictor in the line to limit the amount of water that may pass through the meter in a 24-hour period.
- After three violations have occurred, the utility may cut off water service to the customer.

3.7 Wholesale Water Contracts

The City of Mansfield will include a provision in every wholesale water contract entered into or renewed after adoption of the plan, including contract extensions, that in case of a shortage of water resulting from drought, the water to be distributed shall be divided in accordance with Texas Water Code §11.039.

3.8 Review and Update of Drought Contingency Plan

As required by TCEQ rules, the City of Mansfield will review this drought contingency plan in 2019 and at least every five years thereafter. The plan will be updated as appropriate based on new or updated information.

Jon Niermann, *Chairman*
Emily Lindley, *Commissioner*
Toby Baker, *Executive Director*



TEXAS COMMISSION ON ENVIRONMENTAL QUALITY

Protecting Texas by Reducing and Preventing Pollution

September 14, 2018

Re: May 1, 2019 Deadline to Submit Water Conservation Plan, Water Conservation Implementation Report, and/or Drought Contingency Plan

Under Texas Water Code Chapter 11 and Title 30 Texas Administrative Code Chapter 288, certain entities are required to submit an updated Water Conservation Plan (WCP), a Water Conservation Implementation Report (WCIR), and/or an updated Drought Contingency Plan (DCP) to the Texas Commission on Environmental Quality (TCEQ) every five years. In addition, TCEQ rules also require some entities to provide a copy of the WCP to the Texas Water Development Board (TWDB) by this deadline.

Entity	Required Documents (due by May 1, 2019)
Surface water rights holder w/ 1,000 acre-feet or more for municipal, industrial, and other non-irrigation uses	Submit a WCP and WCIR to TCEQ Provide a copy of the WCP to the TWDB
Surface water rights holder w/ 10,000 acre-feet or more for irrigation uses	Submit a WCP and WCIR to TCEQ Provide a copy of the WCP to the TWDB
Retail Public Water Supplier w/ 3,300 or more connections	Submit a DCP to TCEQ Submit a WCP to TWDB
Retail Public Water Supplier w/ less than 3,300 connections	Update DCP but not required to submit. Must have adopted DCP available for inspection by TCEQ upon request.
Wholesale Public Water Supplier	Submit a DCP to TCEQ
Irrigation District	Submit a DCP to TCEQ

If you are receiving this letter, we believe you may be required to submit one or more of these documents. **This letter is a reminder that the deadline to submit WCPs, DCPs, and/or WCIRs to the TCEQ is May 1, 2019.** The TCEQ recommends that these documents be submitted beginning January 1, 2019 via mail or email as follows. Please include "Five Year Plan Submittal" in the subject line of your email or mailed letter.

Texas Commission on Environmental Quality
Resource Protection Team, MC-160
P.O. Box 13087
Austin, TX 78711-3087
Email: wcp@tceq.texas.gov

Additional information can be found on the TCEQ Water Conservation Plan and Drought Contingency Plan webpages at https://www.tceq.texas.gov/permitting/water_rights/wawr_permits.html. If you have any questions regarding this process, please contact TCEQ Resource Protection staff at (512) 239-4691 or by e-mail at wcp@tceq.texas.gov.

Sincerely,

A handwritten signature in cursive script that reads "Lori Hamilton".

Lori Hamilton, Manager
Water Rights Permitting & Availability Section
Water Availability Division

P.O. Box 13087 • Austin, Texas 78711-3087 • 512-239-1000 • tceq.texas.gov

How is our customer service? tceq.texas.gov/customersurvey

printed on recycled paper



CITY OF MANSFIELD

1200 E. Broad St.
Mansfield, TX 76063
mansfieldtexas.gov

STAFF REPORT

File Number: 19-3082

Agenda Date: 4/8/2019

Version: 1

Status: Consent

In Control: City Council

File Type: Resolution

Agenda Number:

Title

Resolution - A Resolution of the City Council of the City of Mansfield, Texas, Authorizing the Execution of a Joint Election Agreement and Contract with the Tarrant County Elections Administrator to Perform Election Services for the May 4, 2019 General Election; and Providing and Effective Date

Requested Action

Approve the Resolution and Joint Election Agreement with the Tarrant County Election Administrator

Recommendation

City staff recommends approval of the Resolution and Joint Election Agreement between the City of Mansfield and the Tarrant County Elections Administrator.

Description/History

On February 11, 2019, the City Council ordered the general election to be held on May 4, 2019 for the positions of Mayor, Place 1, and Council Member, Place 2. The Election Code authorizes cities to hold an election jointly with one or more other political subdivisions if the elections are to be on the same day in all or part of the same territory, and the governing bodies enter into an agreement to hold the elections jointly in the election precincts that can be served by common polling places.

To facilitate voting for City of Mansfield voters residing in Tarrant County, the City of Mansfield historically participates in the joint election conducted by the Tarrant County Elections Department. The proposed Joint Election Agreement and Contract with the Tarrant County Elections Administrator outlines the services to be provided for the May 4, 2019 joint election.

Justification

Participation in the Tarrant County joint election streamlines the voting process for voters and is cost effective for the City.

Funding Source

The estimated cost for the City of Mansfield to participate in the Tarrant County joint election is \$13,038.25. Funds are allocated in the City Council budget (001-8806-11-01) for this expenditure.

Prepared By

Susana Marin, TRMC, City Secretary
817-276-4203

RESOLUTION NO. _____**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MANSFIELD, TEXAS, AUTHORIZING THE EXECUTION OF A CONTRACT WITH THE TARRANT COUNTY ELECTIONS ADMINISTRATOR TO PERFORM ELECTION SERVICES FOR THE MAY 4, 2019 GENERAL ELECTION; AND PROVIDING AN EFFECTIVE DATE**

WHEREAS, Subchapter D of Chapter 31 of the Texas Election Code authorizes a county election officer to contract with the governing body of a municipality located wholly or partly in the county to perform election services; and,

WHEREAS, the City Council of the City of Mansfield desires to have the Tarrant County Elections Administrator conduct the May 4, 2019 General Election to the extent permitted by law.

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

SECTION 1.

The Joint Election Agreement with the Tarrant County Elections Administrator and the City of Mansfield (the "Contract"), attached hereto as Exhibit "A", is hereby approved for all purposes and the Mayor is authorized to execute the Contract. The Mayor is hereby authorized and directed to take any and all actions necessary to enable the Tarrant County Elections Administrator and the City to conduct the May 4, 2019 General Election in accordance with all applicable law.

SECTION 2.

This resolution shall be effective upon its adoption.

PASSED AND APPROVED THIS THE 8TH DAY OF APRIL, 2019.

David L. Cook, Mayor

ATTEST:

Susana Marin, City Secretary

THE STATE OF TEXAS

COUNTY OF TARRANT

JOINT ELECTION AGREEMENT AND CONTRACT FOR ELECTION SERVICES

THIS CONTRACT for election services is made by and between the Tarrant County Elections Administrator and the following political subdivisions located entirely or partially inside the boundaries of Tarrant County:

AZLE ISD	CITY OF RICHLAND HILLS
BIRDVILLE ISD	CITY OF RIVER OAKS
CARROLL ISD	CITY OF SAGINAW
CITY OF ARLINGTON	CITY OF SOUTHLAKE
CITY OF AZLE	CITY OF WATAUGA
CITY OF BEDFORD	CITY OF WESTWORTH VILLAGE
CITY OF BLUE MOUND	CROWLEY ISD
CITY OF COLLEYVILLE	EAGLE MOUNTAIN-SAGINAW ISD
CITY OF EULESS	FORT WORTH ISD
CITY OF EVERMAN	GRAPEVINE-COLLEYVILLE ISD
CITY OF FOREST HILL	HURST-EULESS-BEDFORD ISD
CITY OF FORT WORTH	KELLER ISD
CITY OF GRAND PRAIRIE	KENNEDALE ISD
CITY OF GRAPEVINE	LEWISVILLE ISD
CITY OF HALTOM CITY	MANSFIELD ISD
CITY OF HURST	NORTHWEST ISD
CITY OF KELLER	TARRANT REGIONAL WATER DISTRICT
CITY OF KENNEDALE	TARRANT COUNTY COLLEGE
CITY OF LAKE WORTH	TOWN OF EDGECLIFF VILLAGE
CITY OF MANSFIELD	TOWN OF FLOWER MOUND
CITY OF NORTH RICHLAND HILLS	TOWN OF TROPHY CLUB
	WHITE SETTLEMENT ISD

This contract is made pursuant to Texas Election Code Sections 31.092 and 271.002 – 271.004, if applicable, and Texas Education Code Section 11.0581 for a joint May 4, 2019 election to be administered by the undersigned Tarrant County Elections Administrator, hereinafter referred to as "Elections Administrator." This term includes the Assistant Elections Administrator in the Elections Administrator's absence or disability.

RECITALS

Each participating authority listed above plans to hold a general and/or special election on May 4, 2019. If a run-off election or a repeat election is necessary because of legal action, the date of that election will be June 8, 2019.

The County owns an electronic voting system, the Hart InterCivic eSlate/eScan Voting System (Version 6.2.1), which has been duly approved by the Secretary of State pursuant to Texas Election Code Chapter 122 as amended, and is compliant with the accessibility requirements for persons with disabilities set forth by Texas Election Code Section 61.012. The contracting political subdivisions, also known interchangeably as "Entities" or "participating authorities", desire to use the County's electronic voting system and to compensate the County for such use and to share in certain other expenses connected with joint elections in accordance with the applicable provisions of Chapters 31 and 271 of the Texas Election Code, as amended. The entity desires to contract for the voting system as described, in tandem with the County's elections services

through the Elections Administrator's office, and to compensate the County for such use and to share in other expenses connected with joint elections in accordance with the applicable provisions of law and of this contract.

NOW THEREFORE, in consideration of the mutual covenants, agreements, and benefits to the parties, IT IS AGREED as follows:

I. ADMINISTRATION

The parties agree to hold a "Joint Election" with each other in accordance with Chapter 271 of the Texas Election Code and this agreement. The Tarrant County Elections Administrator shall coordinate, supervise, and handle all aspects of administering the Joint Election as provided in this agreement. Each participating authority agrees to pay the Tarrant County Elections Administrator for equipment, supplies, services, and administrative costs as provided in this agreement. The Tarrant County Elections Administrator shall serve as the administrator for the Joint Election; however, each participating authority shall remain responsible for the decisions and actions of its officers necessary for the lawful conduct of its election. The Elections Administrator shall provide advisory services in connection with decisions to be made and actions to be taken by the officers of each participating authority as necessary. Legal advice to or legal representation of the Entities/political subdivisions/participating authorities by the Election Administrator's office or lawyers who advise or represent the Election Administrator is not included herewith; each Entity should consult with its own counsel for any legal issues that arise, or with the Texas Secretary of State, as appropriate.

It is understood that other political subdivisions may wish to participate in the use of the County's electronic voting system and polling places, and it is agreed that the Elections Administrator may enter into other contracts for election services for those purposes on terms and conditions generally similar to those set forth in this contract. In such cases, costs shall be pro-rated among the participants according to Section XI of this contract.

At each polling location, joint participants shall share voting equipment and supplies to the extent possible. The participating parties shall share a mutual ballot in those polling places where jurisdictions overlap. However, in no instance shall a voter be permitted to receive a ballot containing an office or proposition stating a measure on which the voter is ineligible to vote. Multiple ballot styles shall be available in those shared polling places where jurisdictions do not overlap.

II. LEGAL DOCUMENTS

Each participating authority shall be responsible for the preparation, adoption, and publication of all required election orders, resolutions, notices, and any other pertinent documents required by the Texas Election Code and/or the participating authority's governing body, charter, or ordinances, except that the Elections Administrator shall be responsible for the preparation and publication of all voting system testing notices that are required by the Texas Election Code.

Preparation of the necessary materials for notices and the official ballot shall be the responsibility of each participating authority, including translation to languages other than English, including (but not necessarily limited to), as required by law, Spanish and Vietnamese. Each participating authority shall provide a copy of their respective election orders and notices to the Tarrant County Elections Administrator.

III. VOTING LOCATIONS

The Elections Administrator shall select and arrange for the use of and payment for all Election Day voting locations. Voting locations will be, whenever possible, the usual voting location for each election precinct in elections conducted by each participating city, and shall be compliant with the accessibility requirements established by Election Code Section 43.034 and the Americans with Disabilities Act (ADA). The proposed voting locations are listed in Attachment A of this agreement. In the event that a voting location is not available or appropriate, the Elections Administrator will arrange for use of an alternate location with the approval of the affected participating authorities. The Elections Administrator shall notify the participating authorities of any changes from the locations listed in Attachment A.

If polling places for the May 4, 2019 joint election are different from the polling place(s) used by a participating authority in its most recent election, the authority agrees to post a notice no later than May 4, 2019 at the entrance to any previous polling places in the jurisdiction stating that the polling location has changed and stating the political subdivision's polling place names and addresses in effect for the May 4, 2019 election. This notice shall be written in both the English, Spanish, and Vietnamese languages.

IV. ELECTION JUDGES, CLERKS, AND OTHER ELECTION PERSONNEL

Tarrant County shall be responsible for the appointment of the presiding judge and alternate judge for each polling location. The Elections Administrator shall make emergency appointments of election officials if necessary.

Upon request by the Elections Administrator, each participating authority agrees to assist in recruiting polling place officials who are bilingual [(fluent in both English and Spanish) and (fluent in both English and Vietnamese)]. In compliance with the Federal Voting Rights Act of 1965, as amended, each polling place containing more than 5% Hispanic or Vietnamese population as determined by the most recent Census used for such determinations shall have one or more election officials who are fluent in both the English and Spanish or English and Vietnamese languages, as applicable. If a presiding judge is not bilingual, and is unable to appoint a bilingual clerk, the Elections Administrator may recommend a bilingual worker for the polling place. If the Elections Administrator is unable to recommend or recruit a bilingual worker, the participating authority or authorities served by that polling place shall be responsible for recruiting a bilingual worker for interpretation and translation services as needed at that polling place.

The Elections Administrator shall notify all election judges of the eligibility requirements of Subchapter C of Chapter 32 of the Texas Election Code, and will take the necessary steps to insure that all election judges appointed for the Joint Election are eligible to serve.

The Elections Administrator shall arrange for the training and compensation of all election judges and clerks. The Elections Administrator shall arrange for the date, time, and place for presiding election judges to pick up their election supplies. Each presiding election judge will be sent a letter from the Elections Administrator notifying the judge of the appointment, the time and location of training and distribution of election supplies, and the number of election clerks that the presiding judge may appoint.

Each election judge and clerk will receive compensation at the hourly rate established by Tarrant County pursuant to Texas Election Code Section 32.091 or other law applicable to compensation for the election-related work. The election judge will receive an additional sum of \$25.00 for picking up the election supplies prior to Election Day and for returning the supplies and equipment to the central counting station after the polls close.

Election judges and clerks who attend voting equipment training and/or procedures training shall be compensated at the same hourly rate that they are to be paid on Election Day.

The Elections Administrator may employ other personnel necessary for the proper administration of the election, including such part-time help as is necessary to prepare for the election, to ensure the timely delivery of supplies during early voting and on Election Day, and for the efficient tabulation of ballots at the central counting station. Part-time personnel working as members of the Early Voting Ballot Board and/or central counting station on election night will be compensated at the hourly rate set by Tarrant County in accordance with Election Code Sections 87.005, 127.004, and 127.006.

V. PREPARATION OF SUPPLIES AND VOTING EQUIPMENT

The Elections Administrator shall arrange for all election supplies and voting equipment including, but not limited to, official ballots, sample ballots, voter registration lists, and all forms, signs, maps and other materials used by the election judges at the voting locations. The Elections Administrator shall ensure availability of tables and chairs at each polling place and shall procure rented tables and chairs for those polling places that do not have tables and/or chairs.

The Elections Administrator shall provide the necessary voter registration information, maps, instructions, and other information needed to enable the election judges in the voting locations that have more than one ballot style to conduct a proper election.

Each participating authority shall furnish the Elections Administrator a list of candidates and/or propositions showing the order and the exact manner in which the candidate names and/or proposition(s) are to appear on the official ballot (including titles and text in each language in which the authority's ballot is to be printed). Each participating authority shall be responsible for proofreading and approving the ballot insofar as it pertains to that authority's candidates and/or propositions.

The joint election ballots that contain ballot content for more than one joint participant because of overlapping territory shall be arranged in the following order: Independent School District, City, Water District(s), College District, and other political subdivisions.

Early Voting by Personal Appearance shall be conducted exclusively on Tarrant County's eSlate electronic voting system. On Election Day, voters shall have a choice between voting on the eSlate electronic voting system or by a paper ballot that is scanned at the polling place using Tarrant County's eScan voting system. Provisional ballots cast on Election Day will be cast only on the eSlate electronic voting system to prevent the possibility of paper provisional ballots being immediately counted via the eScan ballot scanner.

The number of paper ballots printed for Election Day voting shall be, at a minimum, equal to the same Election Day turnout as in the last comparable election plus 25 percent of that number, with the final number of ballots ordered per polling place or precinct adjusted upward to end in a number divisible by 50.

The Elections Administrator shall be responsible for the preparation, testing, and delivery of the voting equipment for the election as required by the Election Code.

The Elections Administrator shall conduct criminal background checks on relevant employees upon hiring as required by Election Code Section 129.051(g).

VI. EARLY VOTING

The participating authorities agree to conduct joint early voting and to appoint the Election Administrator as the Early Voting Clerk in accordance with Sections 31.097 and 271.006 of the Texas Election Code. Each participating authority agrees to appoint the Elections Administrator's permanent county employees as deputy early voting clerks. The participating authorities further agree that the Elections Administrator may appoint other deputy early voting clerks to assist in the conduct of early voting as necessary, and that these additional deputy early voting clerks shall be compensated at an hourly rate set by Tarrant County pursuant to Section 83.052 of the Texas Election Code. Deputy early voting clerks who are permanent employees of the Tarrant County Elections Administrator or any participating authority shall serve in that capacity without additional compensation.

Early Voting by personal appearance will be held at the locations, dates, and times listed in Attachment "B" of this document. Any qualified voter of the Joint Election may vote early by personal appearance at any of the joint early voting locations.

As Early Voting Clerk, the Elections Administrator shall receive applications for early voting ballots to be voted by mail in accordance with Chapters 31 and 86 of the Texas Election Code. Any requests for early voting ballots to be voted by mail received by the participating authorities shall be forwarded immediately by fax or courier to the Elections Administrator for processing. The Elections Administrator will be responsible for managing the Annual Ballot by Mail voters for whom the Elections Administrator has received an Application for Ballot by Mail.

In addition to making the information on the roster for a person who votes an early voting ballot by personal appearance available for public inspection not later than the beginning of the regular business hours on the day after the date the information is entered on the roster, the Elections Administrator shall post on the county website each participating authority's early voting report on a daily basis and a cumulative final early voting report following the close of early voting. In accordance with Section 87.121(g) of the Election Code, the daily reports showing the previous day's early voting activity will be posted to the county website no later than 10:00 AM each business day.

VII. EARLY VOTING BALLOT BOARD AND SIGNATURE VERIFICATION COMMITTEE

Tarrant County shall appoint an Early Voting Ballot Board (EVBB) to process early voting results from the Joint Election. The Presiding Judge, with the assistance of the Elections Administrator, shall appoint two or more additional members to constitute the EVBB. The Elections Administrator shall determine the number of EVBB members required to efficiently process the early voting ballots.

The Elections Administrator shall determine whether a Signature Verification Committee is necessary, and if so, shall appoint the members.

VIII. CENTRAL COUNTING STATION AND ELECTION RETURNS

The Elections Administrator shall be responsible for establishing and operating the central and remote counting stations to receive and tabulate the voted ballots in accordance with the provisions of the Texas Election Code and of this agreement.

The participating authorities hereby, in accordance with Section 127.002, 127.003, and 127.005 of the Texas Election Code, appoint the following central counting station officials:

Counting Station Manager:	Heider Garcia, Elections Administrator
Tabulation Supervisor:	Troy Havard, Assistant Elections Administrator
Presiding Judge:	Kelley Roberson

The counting station manager or his/her representative shall deliver timely cumulative reports of the election results as precinct report to the central and remote counting stations and are tabulated. The manager shall be responsible for releasing unofficial cumulative totals and precinct returns from the election to the joint participants, candidates, press, and general public by distribution of hard copies at the central counting station or by electronic distribution and by posting to the Tarrant County web site. To ensure the accuracy of reported election returns, results printed on the tapes produced by Tarrant County's voting equipment will not be released to the participating authorities at the remote collection sites or by phone from individual polling locations.

The Elections Administrator will prepare the unofficial canvass reports that are necessary for compliance with Election Code Section 67.004 after all precincts have been counted, and will deliver a copy of these unofficial canvass reports to each participating authority as soon as possible after all returns have been tabulated. Each participating authority shall be responsible for the official canvass of its respective election(s).

The Elections Administrator will prepare the electronic precinct-by-precinct results reports for uploading to the Secretary of State as required by Section 67.017 of the Election Code. The Elections Administrator agrees to upload these reports for each participating authority unless requested otherwise.

The Elections Administrator shall be responsible for conducting the post-election manual recount required by Section 127.201 of the Texas Election Code unless a waiver is granted by the Secretary of State. Notification and copies of the recount, if waiver is denied, will be provided to each participating authority and the Secretary of State's Office.

IX. PARTICIPATING AUTHORITIES WITH TERRITORY OUTSIDE TARRANT COUNTY

Each participating authority with territory containing population outside Tarrant County agrees that the Elections Administrator shall administer only the Tarrant County portion of those elections.

X. RUNOFF ELECTIONS

Each participating authority shall have the option of extending the terms of this agreement through its runoff election, if applicable. In the event of such runoff election, the terms of this agreement shall automatically extend unless the participating authority notifies the Elections Administrator in writing within 3 business days after the original election, not counting election day.

Each participating authority shall reserve the right to reduce the number of early voting locations and/or Election Day voting locations in a runoff election.

Each participating authority agrees to order any runoff election(s) at its meeting for canvassing the votes from the May 4, 2019 election and to conduct its drawing for ballot positions at or immediately following such meeting in order to expedite preparations for its runoff election.

Each participating authority eligible to hold runoff elections agrees that the date of the runoff election, if necessary, shall be June 8, 2019.

XI. ELECTION EXPENSES AND ALLOCATION OF COSTS

The participating authorities agree to share the costs of administering the Joint Election. Allocation of costs, unless specifically stated otherwise, is mutually agreed to be shared according to a formula which is based on the average cost per Election Day polling place (unit cost) as determined by adding together the overall expenses and dividing the expenses equally among the total number of polling places. Costs for polling places shared by more than one participating authority shall be pro-rated equally among the participants utilizing that polling place.

It is agreed that charges for Election Day judges and clerks and Election Day polling place rental fees shall be directly charged to the appropriate participating authority rather than averaging those costs among all participants.

If a participating authority's election is conducted at more than one Election Day polling place, there shall be no charges or fees allocated to the participating authority for the cost of Election Day polling places in which the authority has fewer than 50% of the total registered voters served by that polling place, except that if the number of registered voters in all of the authority's polling places is less than the 50% threshold, the participating authority shall pay a pro-rata share of the costs associated with the polling place where it has the greatest number of registered voters.

Costs for Early Voting by Personal Appearance shall be allocated based upon the actual costs associated with each early voting site. Each participating authority shall be responsible for a pro-rata portion of the actual costs associated with the early voting sites located within their jurisdiction. Participating authorities that do not have a regular (non-temporary) early voting site within their jurisdiction shall pay a pro-rata portion of the nearest regular early voting site.

Costs for Early Voting by Mail shall be allocated according to the actual number of ballots mailed to each participating authority's voters.

Participating authorities having the majority of their voters in another county, and fewer than 500 registered voters in Tarrant County, and that do not have an Election Day polling place or early voting site within their jurisdiction shall pay a flat fee of \$400 for election expenses.

Each participating authority agrees to pay the Tarrant County Elections Administrator an administrative fee equal to ten percent (10%) of its total billable costs (but not less than \$ 75.00) in accordance with Section 31.100(d) of the Texas Election Code.

The Tarrant County Elections Administrator shall deposit all funds payable under this contract into the appropriate fund(s) within the county treasury in accordance with Election Code Section 31.100.

Cost schedule and invoicing.

A cost estimate for the services, equipment, and supplies provided by the Contracting Officer for the election and the runoff election is shown below and made a part of this Contract. This cost estimate shall serve as the cost schedule agreed upon by the contracting parties, as referenced in Section 31.093(a), Texas Election Code.

As soon as reasonably possible after the election or the runoff election, the Contracting Officer will submit an itemized invoice to the Entity (i) for the actual expenses he/she incurred as described above and (ii) for the Contracting Officer's fee as described above. The invoice shall reflect any advance monies paid and any direct payments made. The Contracting Officer will use his/her best efforts to submit the invoice within 30 days after the election or within 10 days after the runoff election.

The Contracting Officer's invoice shall be due and payable by the Entity to the address set forth in the invoice within 30 days after its receipt by the Entity. If the Entity disputes any portion of the invoice, the Entity shall notify the Contracting Officer in writing within such 30-day period or the invoice will be presumed to be a true and accurate rendering of the amount that is due.

XII. COST ESTIMATES AND DEPOSIT OF FUNDS

The total estimated obligation for each participating authority under the terms of this agreement is listed below. Each participating authority agrees to pay the Tarrant County Elections Administrator a deposit of approximately 75% of this estimated obligation within 15 days after execution of this agreement. The exact amount of each participating authority's obligation under the terms of this agreement shall be calculated after the May 4, 2019 election (or runoff election, if applicable),

and if the amount of an authority's total obligation exceeds the amount deposited, the authority shall pay to the Elections Administrator the balance due within 30 days after the receipt of the final invoice from the Elections Administrator. However, if the amount of the authority's total obligation is less than the amount deposited, the Elections Administrator shall refund to the authority the excess amount paid within 30 days after the final costs are calculated.

The total estimated obligation and required deposit for each participating authority under the terms of this agreement shall be as follows:

Political Subdivision	Actual # Polls	Billed # Polls	Estimated Cost	Deposit Due
AZLE ISD	3	0.83	\$ 8,025.26	\$ 6,100.00
BIRDVILLE ISD	10	2.83	\$ 45,520.06	\$ 34,200.00
CARROLL ISD	6	0.50	\$ 9,329.23	\$ 7,000.00
CITY OF ARLINGTON	28	24.50	\$ 178,628.23	\$ 134,000.00
CITY OF AZLE	1	0.33	\$ 6,196.87	\$ 4,700.00
CITY OF BEDFORD	1	0.50	\$ 9,433.73	\$ 7,100.00
CITY OF BLUE MOUND	1	0.33	\$ 6,266.54	\$ 4,700.00
CITY OF COLLEYVILLE	1	0.50	\$ 9,485.98	\$ 7,200.00
CITY OF EULESS	1	0.50	\$ 9,381.48	\$ 7,100.00
CITY OF EVERMAN	1	1.00	\$ 11,105.37	\$ 8,400.00
CITY OF FOREST HILL	1	1.00	\$ 11,105.37	\$ 8,400.00
CITY OF FORT WORTH	106	46.12	\$ 262,662.97	\$ 197,000.00
CITY OF GRAND PRAIRIE	4	3.50	\$ 27,554.74	\$ 20,700.00
CITY OF GRAPEVINE	1	0.50	\$ 9,485.98	\$ 7,200.00
CITY OF HALTOM CITY	1	0.50	\$ 9,496.98	\$ 7,200.00
CITY OF HURST	1	0.50	\$ 9,329.23	\$ 7,000.00
CITY OF KELLER	2	1.00	\$ 11,418.87	\$ 8,600.00
CITY OF KENNEDALE	1	0.33	\$ 6,266.54	\$ 4,700.00
CITY OF LAKE WORTH	1	1.00	\$ 18,726.30	\$ 14,100.00
CITY OF MANSFIELD	3	1.50	\$ 13,038.25	\$ 9,800.00
CITY OF NORTH RICHLAND HILLS	3	1.50	\$ 20,450.19	\$ 15,400.00
CITY OF RICHLAND HILLS	1	0.50	\$ 9,276.98	\$ 7,000.00
CITY OF RIVER OAKS	1	0.50	\$ 6,806.33	\$ 5,200.00
CITY OF SAGINAW	1	0.33	\$ 6,266.54	\$ 4,700.00
CITY OF SOUTHLAKE	1	0.50	\$ 9,329.23	\$ 7,000.00
CITY OF WATAUGA	1	0.33	\$ 8,667.52	\$ 6,600.00
CITY OF WESTWORTH VILLAGE	1	0.33	\$ 6,196.87	\$ 4,700.00
CROWLEY ISD	15	2.03	\$ 18,851.25	\$ 14,200.00
EAGLE MOUNTAIN-SAGINAW ISD	12	1.75	\$ 11,446.97	\$ 8,600.00
FORT WORTH ISD	29	4.45	\$ 41,779.85	\$ 31,400.00
GRAPEVINE-COLLEYVILLE ISD	5	1.00	\$ 18,935.30	\$ 14,300.00
HURST-EULESS-BEDFORD ISD	9	2.50	\$ 31,727.90	\$ 23,800.00
KELLER ISD	17	3.83	\$ 36,708.10	\$ 27,600.00
KENNEDALE ISD	5	0.33	\$ 6,266.54	\$ 4,700.00
LEWISVILLE ISD	1	0.00	\$ 400.00	\$ 300.00
MANSFIELD ISD	14	5.00	\$ 33,562.40	\$ 25,200.00
NORTHWEST ISD	8	2.33	\$ 23,393.00	\$ 17,600.00
TARRANT REGIONAL WATER DISTRICT	113	47.87	\$ 276,334.93	\$ 207,300.00
TARRANT COUNTY COLLEGE	41	10.12	\$ 68,834.94	\$ 51,700.00
TOWN OF EDGECLIFF VILLAGE	1	0.25	\$ 3,915.62	\$ 3,000.00
TOWN OF FLOWER MOUND	1	0.00	\$ 400.00	\$ 300.00

TOWN OF TROPHY CLUB	1	0.00	\$ 400.00	\$ 300.00
WHITE SETTLEMENT ISD	5	0.75	\$ 7,685.69	\$ 5,800.00
TOTALS	460	174.00	\$1,320,094.12	\$ 991,900.00

XIII. WITHDRAWAL FROM CONTRACT DUE TO CANCELLATION OF ELECTION

Any participating authority may withdraw from this agreement and the Joint Election should it cancel its election in accordance with Sections 2.051 - 2.053 of the Texas Election Code. The withdrawing authority is fully liable for any expenses incurred by the Tarrant County Elections Administrator on behalf of the authority plus an administrative fee of ten percent (10%) of such expenses (but not less than \$ 75.00). Any monies deposited with the Elections Administrator by the withdrawing authority shall be refunded, minus the aforementioned expenses and administrative fee if applicable.

It is agreed that any of the joint election early voting sites that are not within the boundaries of one or more of the remaining participating authorities, with the exception of the early voting site located at the Tarrant County Elections Center, may be dropped from the joint election unless one or more of the remaining participating authorities agree to fully fund such site(s). In the event that any early voting site is eliminated under this section, an addendum to the contract shall be provided to the remaining participants within five days after notification of all intents to withdraw have been received by the Elections Administrator.

XIV. RECORDS OF THE ELECTION

The Elections Administrator is hereby appointed general custodian of the voted ballots and all records of the Joint Election as authorized by Section 271.010 of the Texas Election Code.

Access to the election records shall be available to each participating authority as well as to the public in accordance with applicable provisions of the Texas Election Code and the Texas Public Information Act. The election records shall be stored at the offices of the Elections Administrator or at an alternate facility used for storage of county records. The Elections Administrator shall ensure that the records are maintained in an orderly manner so that the records are clearly identifiable and retrievable.

Records of the election shall be retained and disposed of in accordance with the provisions of Section 66.058 of the Texas Election Code. If records of the election are involved in any pending election contest, investigation, litigation, or open records request, the Elections Administrator shall maintain the records until final resolution or until final judgment, whichever is applicable. It is the responsibility of each participating authority to bring to the attention of the Elections Administrator any notice of pending election contest, investigation, litigation or open records request which may be filed with the participating authority.

XV. RECOUNTS

A recount may be obtained as provided by Title 13 of the Texas Election Code. By signing this document, the presiding officer of the contracting participating authority agrees that any recount shall take place at the offices of the Elections Administrator, and that the Elections Administrator shall serve as Recount Supervisor and the participating authority's official or employee who performs the duties of a secretary under the Texas Election Code shall serve as Recount Coordinator.

The Elections Administrator agrees to provide advisory services to each participating authority as necessary to conduct a proper recount.

XVI. MISCELLANEOUS PROVISIONS

1. It is understood that to the extent space is available, other districts and political subdivisions may wish to participate in the use of the County's election equipment and voting places, and it is agreed that the Elections Administrator may contract with such other districts or political subdivisions for such purposes and that in such event there may be an adjustment of the pro-rata share to be paid to the County by the participating authorities.

2. The Elections Administrator shall file copies of this document with the Tarrant County Judge and the Tarrant County Auditor in accordance with Section 31.099 of the Texas Election Code.
3. Nothing in this contract prevents any party from taking appropriate legal action against any other party and/or other election personnel for a breach of this contract or a violation of the Texas Election Code.
4. This agreement shall be construed under and in accord with the laws of the State of Texas, and all obligations of the parties created hereunder are performable in Tarrant County, Texas.
5. In the event that one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision hereof and this agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.
6. All parties shall comply with all applicable laws, ordinances, and codes of the State of Texas, all local governments, and any other entities with local jurisdiction.
7. The waiver by any party of a breach of any provision of this agreement shall not operate as or be construed as a waiver of any subsequent breach.
8. Any amendments of this agreement shall be of no effect unless in writing and signed by all parties hereto.
9. In the event of an emergency or unforeseen event on Election Day that requires adjustment to these procedures to keep the election operating in a timely, fair, and accessible manner, Elections Administrator may make such adjustments to the procedures herein as the circumstances require.

XVII. JOINT CONTRACT ACCEPTANCE AND APPROVAL

By the signatures on the attached pages, the Contracting Officer and the representative of each entity warrant and represent that they are authorized to enter into this Contract.

WITNESS THE FOLLOWING SIGNATURES AND SEAL ON THE DATE SHOWN BELOW:

The Contracting Officer:

Heider Garcia
Elections Administrator

Date _____

The State of Texas §
County of Tarrant §

Before me, the undersigned authority, on this day personally appeared Heider Garcia, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purpose and consideration therein expressed. Given under my hand and seal of office on this the _____ day of _____, 20__.

(Seal)

Signature of Notary

By the signatures on the attached pages, the Contracting Officer and the representative of each entity warrant and represent that they are authorized to enter into this Contract.

WITNESS THE FOLLOWING SIGNATURES AND SEAL ON THE DATE SHOWN BELOW:

City of Mansfield:

David L. Cook, Mayor

ATTEST:

Susana Marin, TRMC
City Secretary

Date _____

The State of Texas §
County of Tarrant §

Before me, the undersigned authority, on this day personally appeared David L. Cook, known to me to be the persons whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purpose and consideration therein expressed. Given under my hand and seal of office on this the _____ day of _____, 20__.

(Seal)

Signature of Notary



CITY OF MANSFIELD

1200 E. Broad St.
Mansfield, TX 76063
mansfieldtexas.gov

STAFF REPORT

File Number: 19-3084

Agenda Date: 4/8/2019

Version: 1

Status: Consent

In Control: City Council

File Type: Special Event

Agenda Number:

Title

Request for Special Event Permit: Rush Creek's Easter Movie Night

Requested Action

Approval of the Special Event Permit for Rush Creek's Easter Movie Night

Recommendation

City Staff has reviewed the application and recommends the same.

Description/History

This event will be held at Lake Ridge High School, 101 N. Day Miar Road. It will include a movie, Easter egg hunt and snowcones.

Justification

n/a

Funding Source

n/a

Prepared By

Shirley Emerson, Planner, Planning and Zoning
817-276-4259

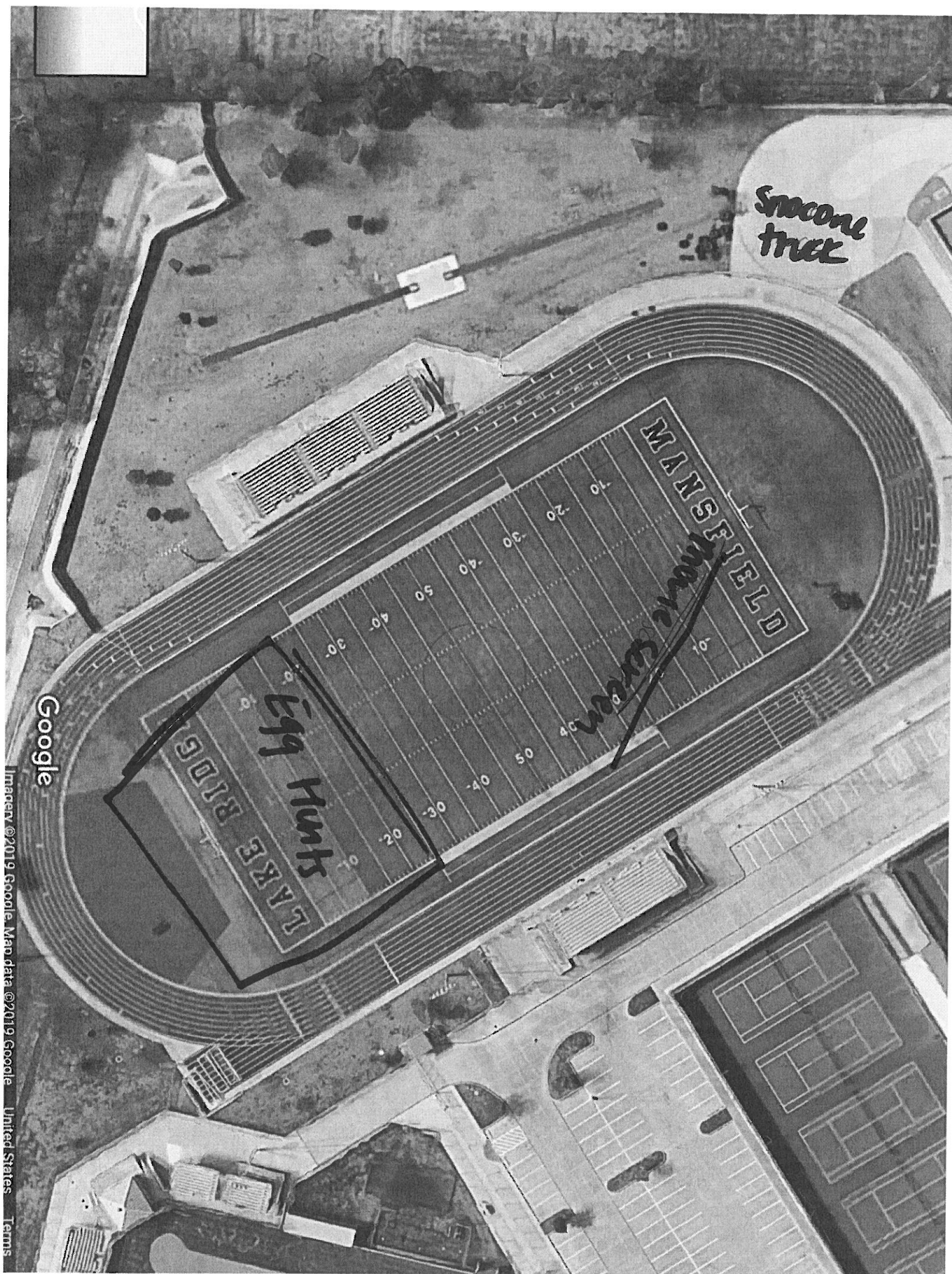
Applicant: Lauren Sudberry
817-733-8836

Special Event Application

Organization/Group: <u>Rush Creek Church</u>		Date: <u>3/20/19</u>
Applicant: <u>Lauren Sudbery</u>		
Applicant's Address: <u>1355 E Seaton Rd GP</u>		Phone No. <u>817-733-8836</u>
*Will be called or emailed for more information needed and/or when the permit is ready for pick-up		Email: <u>laurens@rushcreek.org</u>
Address of Event: <u>101 Day Mar Rd Mansfield, TX 76063</u>		
Description & Activities: <u>Easter mont night, egg hunts, Snocone S</u>		
Date of Event: <u>April 19, 2019</u>		Hours of Event: <u>7-10pm</u>
Public Invited or Private Party? <u>Public Invited</u>		Estimated Number of Attendees <u>1000</u>
Is the event in a Mansfield Park? <u>No</u>		*If yes, Insurance is required
Do you plan to Temporarily Close a Public Street? <u>No</u>		*If yes, Insurance is required
Is the event on Private Property other than your own? <u>No</u>		*If yes, signed permission is required
Will there be any new or temporary electric lines installed? <u>No</u>		
<small>*If yes, a registered Electrician must obtain a permit. Indicate the line locations on the site plan.</small>		
Will you be using generators? <u>Yes No</u>		*If yes, show location on the site plan
Do you plan to have any Tents? <u>No</u>		*If yes, a separate permit is required.
Do you plan to have any pop-up canopies? <u>Yes</u>		
Do you plan to have any Promotional Signs? <u>No</u> (banners, streamers, balloons)		*If yes, a separate permit is required
City of Mansfield Assistance Requested:		
Barricades/ Street Closure? <u>No</u>		*If yes, show on site plan where you want to have barricades. A resident roster must be submitted for a block party.
Police/Traffic Control/Security? <u>No Yes</u>		*If yes, attach an explanation and the name of the person you are working with
Please Read and Include the Following Information With This Application <ul style="list-style-type: none"> For all outdoor activities, a site plan must be attached. One can be provided if requested. You need to show where all items will be located on the site plan. If Insurance is required, the City of Mansfield must be listed as "Additional Insured". All documents must be turned in at the same time. Please allow enough time for review and approval before the date of your event. 		
Applicant's Printed Name:		Applicant's Signature:
<u>Lauren Sudbery</u>		<u>Lauren Sudbery</u>

Special Event Application

Organization/Group: <u>Rush Creek Church</u>		Date: <u>3/20/19</u>
Applicant: <u>Lauren Sudberry</u>		
Applicant's Address: <u>1355 E Section Rd GP</u>		Phone No. <u>817-733-8836</u>
*Will be called or emailed for more information needed and/or when the permit is ready for pick-up		Email: <u>laurens@rushcreek.org</u>
Address of Event: <u>101 Day Mar Rd Mansfield, TX 76043</u>		
Description & Activities: <u>Easter mont night, egg hunts, snowcones</u>		
Date of Event: <u>April 19, 2019</u>		Hours of Event: <u>7-10pm</u>
Public Invited or Private Party? <u>Public Invited</u>		Estimated Number of Attendees <u>1000</u>
Is the event in a Mansfield Park? <u>no</u>		*If yes, Insurance is required
Do you plan to Temporarily Close a Public Street? <u>no</u>		*If yes, Insurance is required
Is the event on Private Property other than your own? <u>NO</u>		*If yes, signed permission is required
Will there be any new or temporary electric lines installed? <u>no</u>		
<small>*If yes, a registered Electrician must obtain a permit. Indicate the line locations on the site plan.</small>		
Will you be using generators? <u>yes no</u>		*If yes, show location on the site plan
Do you plan to have any Tents? <u>no</u>		*If yes, a separate permit is required.
Do you plan to have any pop-up canopies? <u>yes</u>		
Do you plan to have any Promotional Signs? (banners, streamers, balloons) <u>no</u>		*If yes, a separate permit is required
City of Mansfield Assistance Requested:		
Barricades/ Street Closure? <u>no</u>		*If yes, show on site plan where you want to have barricades. A resident roster must be submitted for a block party.
Police/Traffic Control/Security? <u>no yes</u>		*If yes, attach an explanation and the name of the person you are working with
<p>Please Read and Include the Following Information With This Application</p> <ul style="list-style-type: none"> • <u>For all outdoor activities, a site plan must be attached.</u> One can be provided if requested. You need to show where <u>all items</u> will be located on the site plan. • If Insurance is required, the City of Mansfield must be listed as "Additional Insured". • All documents must be turned in at the same time. Please allow enough time for review and approval before the date of your event. 		
Applicant's Printed Name:		Applicant's Signature:
<u>Lauren Sudberry</u>		<u>Lauren Sudberry</u>



Snocone
truck

MANSFIELD

Egg Hunt

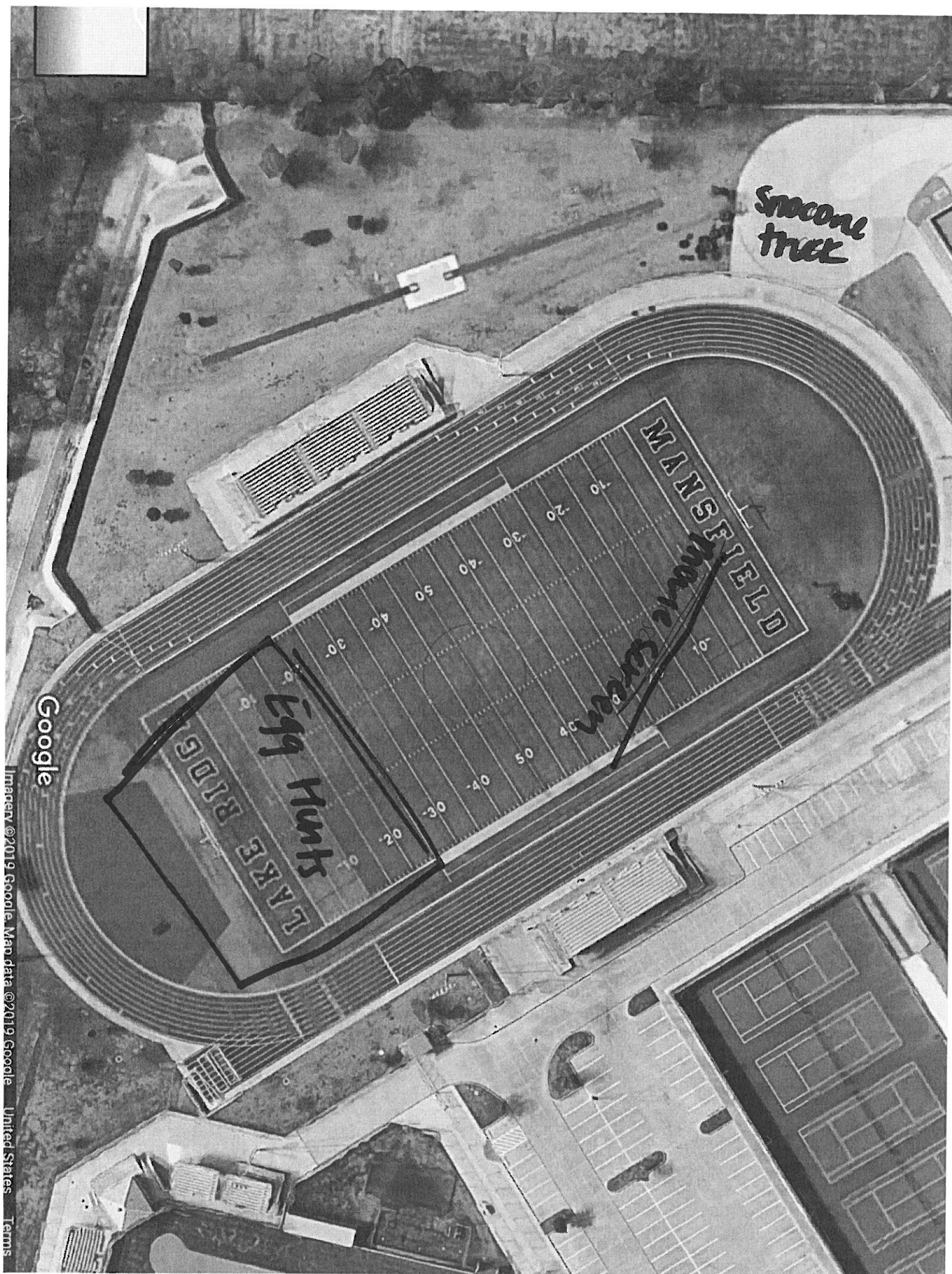
Movie Screen

LAKE RIDGE

Google

Special Event Application

Organization/Group: <u>Rush Creek Church</u>		Date: <u>3/20/19</u>
Applicant: <u>Lauren Sudberry</u>		
Applicant's Address: <u>1355 E Section Rd GP</u>		Phone No. <u>817-733-8836</u>
*Will be called or emailed for more information needed and/or when the permit is ready for pick-up		Email: <u>laurens@rushcreek.org</u>
Address of Event: <u>101 Day Mar Rd Mansfield, TX 76043</u>		
Description & Activities: <u>Easter mont night, egg hunts, snowcones</u>		
Date of Event: <u>April 19, 2019</u>		Hours of Event: <u>7-10pm</u>
Public Invited or Private Party? <u>Public Invited</u>		Estimated Number of Attendees <u>1000</u>
Is the event in a Mansfield Park? <u>no</u>		*If yes, Insurance is required
Do you plan to Temporarily Close a Public Street? <u>no</u>		*If yes, Insurance is required
Is the event on Private Property other than your own? <u>NO</u>		*If yes, signed permission is required
Will there be any new or temporary electric lines installed? <u>no</u>		
<small>*If yes, a registered Electrician must obtain a permit. Indicate the line locations on the site plan.</small>		
Will you be using generators? <u>yes no</u>		*If yes, show location on the site plan
Do you plan to have any Tents? <u>no</u>		*If yes, a separate permit is required.
Do you plan to have any pop-up canopies? <u>yes</u>		
Do you plan to have any Promotional Signs? (banners, streamers, balloons) <u>no</u>		*If yes, a separate permit is required
City of Mansfield Assistance Requested:		
Barricades/ Street Closure? <u>no</u>		*If yes, show on site plan where you want to have barricades. A resident roster must be submitted for a block party.
Police/Traffic Control/Security? <u>no yes</u>		*If yes, attach an explanation and the name of the person you are working with
<p>Please Read and Include the Following Information With This Application</p> <ul style="list-style-type: none"> • <u>For all outdoor activities, a site plan must be attached.</u> One can be provided if requested. You need to show where <u>all items</u> will be located on the site plan. • If Insurance is required, the City of Mansfield must be listed as "Additional Insured". • All documents must be turned in at the same time. Please allow enough time for review and approval before the date of your event. 		
Applicant's Printed Name:		Applicant's Signature:
<u>Lauren Sudberry</u>		<u>Lauren Sudberry</u>



Snocone
truck

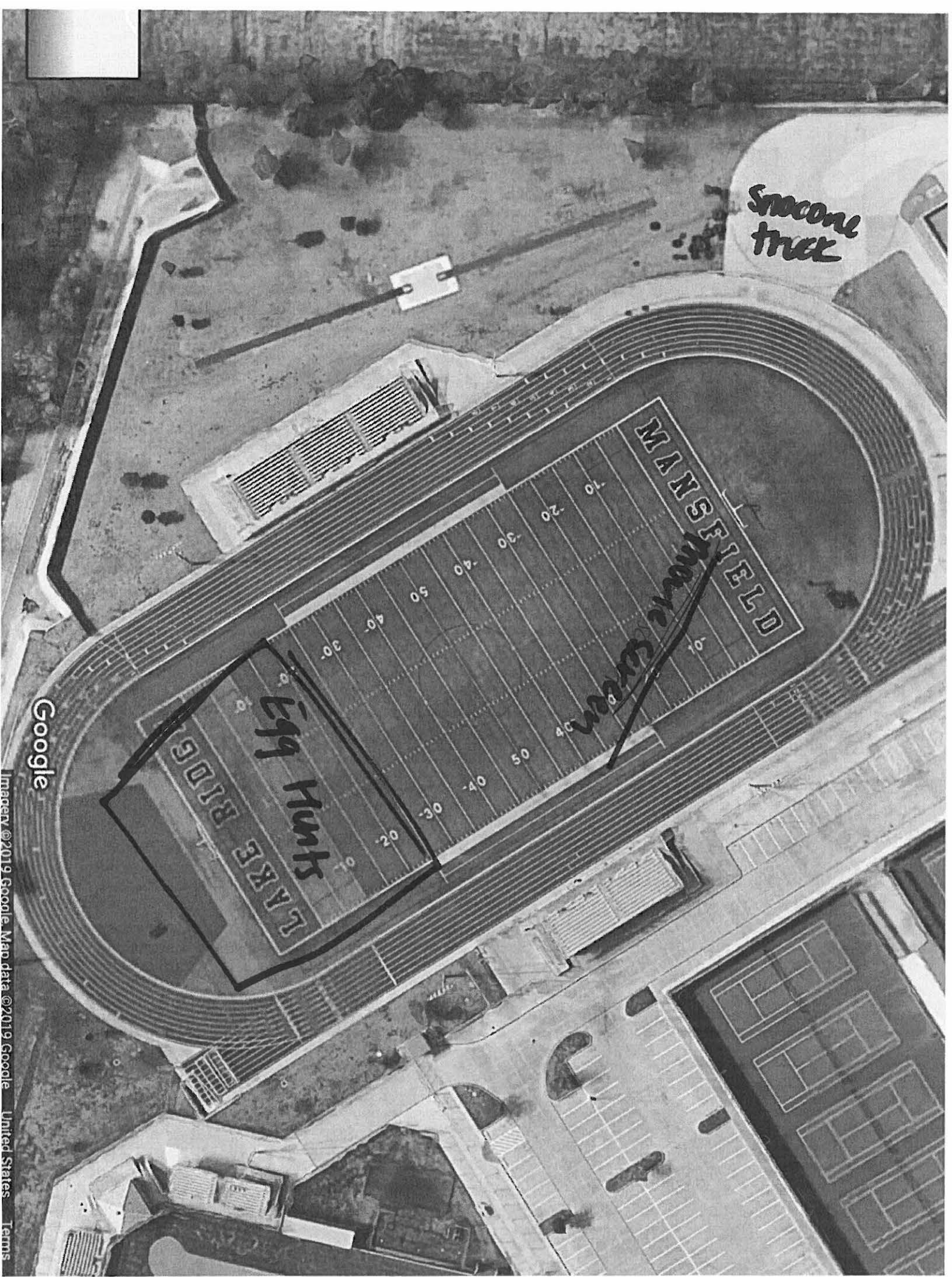
MANSFIELD

Egg Hunt

Movie Screen

LAKE RIDGE

Google



Smooone truck

MANSFIELD

LAKE RIDGE

Egg Hunt

Hole Screen

Google

AGREEMENT TO ASSIST AT SPECIAL EVENT

Special Event Name and Date: Rush Creek Church EASTER Picnic

Name of Group Assisting:

☒ Mansfield Police

☐ MISD Police

☐ Constable Office

☐ Other _____

Please check all that apply:

☐ We have an agreement to be Security Escorts.

☐ We have an agreement to be Traffic Officers.

☒ We have an agreement to be Security Officers for this Special Event.

☐ Other: _____



Signature

Detective Sergeant / Off Duty Employment Coordinator
Printed Name/ Job Title

1305 E. Broad Street Mansfield Tx 76063
Mailing Address

817 804 5710 / 817 228 3224
Contact Phone Number

PERMISSION TO USE PRIVATE PROPERTY FOR SPECIAL EVENT
(Required if this is not your property or business location)

I, the undersigned, being the property owner or property management representative of the owner for the property described herein below, do grant

Mansfield ISD - Lake Ridge High School

(person, group or business name)

permission to have their special event on said property.

Property address: 101 Day Miar Rd, Mansfield Tx 76063

Please check all that apply:

- ☐ Entire Special Event, including all activities listed, are approved be held at this location.
- ☐ Approved for overflow parking and/or shuttle area to be held at this location.
- ☐ Approved to place promotional signage at this location, if the required permit is obtained. (I am aware this will use up one of the three (3) times a calendar year maximum for this location)
- ☐ Approved to place a Tent(s) and/or canopy for the event. (note: a Tent requires a permit)
- ☐ Approved to place Bounce Houses, Petting Zoo, Children's Games and/or Kid's activities
- ☒ Misc. Approved: Approval to have an Easter egg hunt


Signature

Tammy Lusinger / Assistant Athletic Director

Printed Name/ Job Title

3700 East Broad Street, Mansfield Tx 76063

Mailing Address

814-276-5209

Contact Phone Number



CITY OF MANSFIELD

1200 E. Broad St.
Mansfield, TX 76063
mansfieldtexas.gov

STAFF REPORT

File Number: 19-3085

Agenda Date: 4/8/2019

Version: 1

Status: Consent

In Control: City Council

File Type: Special Event

Agenda Number:

Title

Request for Special Event Permit: Mansfield Farmers Market

Requested Action

Approval of the Special Event Permit for Mansfield Farmers Market

Recommendation

City Staff has reviewed the application and recommends the same.

Description/History

This event will be held at 703 E. Broad Street. This is an annual event that will be held every Saturday from 8:00 a.m. to 1:00 p.m. from April 20 until October 26, 2019

City staff has approved this application with the following comments:

1. Fire Department (Jeff Smith) - Cannot block the marked fire lanes at anytime.
2. Planning and Zoning Department (Andrew Bogda) - Feather flag banners are allowed at the indicated locations every Saturday during the event period. The inflatable air man shall only be allowed at the indicated location every other Saturday during the event period. Signage shall be safely secured to the premises at all times and shall not encroach Broad Street or the adjacent sidewalk.
3. Environmental (Howard Redfearn) - Adequate waste receptacles must be present to contain litter and food waste, the event area shall be policed immediately after the event to collect any errant litter, and no surface discharges are permitted from the food vendors, to include hot bath water.

Justification

n/a

Funding Source

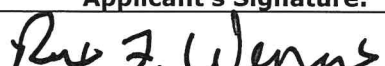
n/a

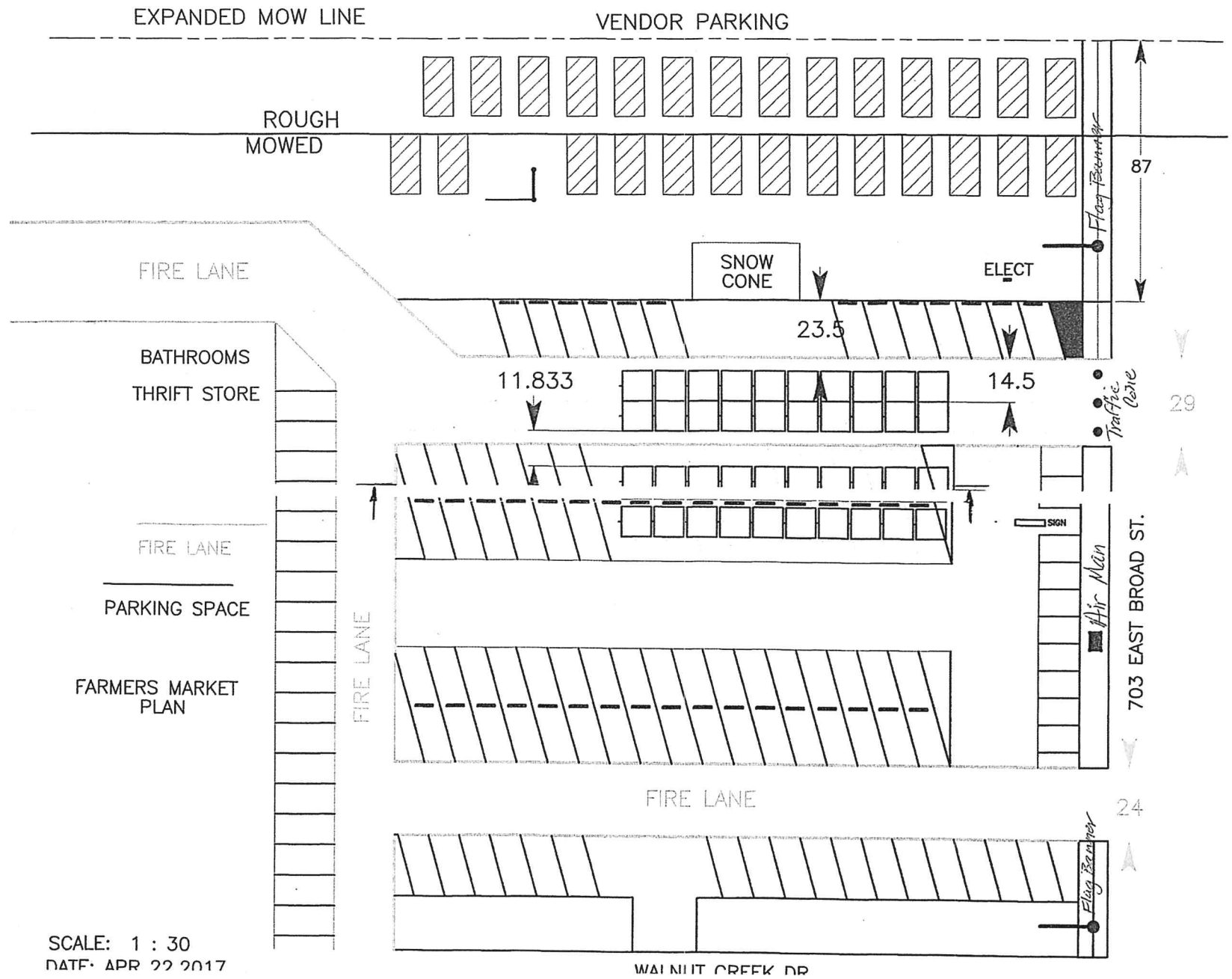
Prepared By

Shirley Emerson, Planner, Planning and Zoning
817-276-4259

Applicant: Rex Wenger
817-501-6027

Special Event Application

Organization/Group: Mansfield Farmers Market	Date: 3/19/19
Applicant: Rex Wenger	
Applicant's Address: 6916 Hollow Oak Trail	Phone No. 817-501-6027
*Will be called or emailed for more information needed and/or when the permit is ready for pick-up	Email: rwenger@prodigy.net
Address of Event: 703 E. Broad Street, Mansfield TX	
Description & Activities: Operations of a farmers market	
Date of Event: APRIL 20 - OCT. 26	Hours of Event: 8:00 a.m. to 1:00 p.m.
Public Invited or Private Party? Public Invited	Estimated Number of Attendees 200-300
Is the event in a Mansfield Park? NO	*If yes, Insurance is required
Do you plan to Temporarily Close a Public Street?	*If yes, Insurance is required
Is the event on Private Property other than your own?	*If yes, signed permission is required
Will there be any new or temporary electric lines installed? No	
*If yes, a registered Electrician must obtain a permit. Indicate the line locations on the site plan.	
Will you be using generators? No	*If yes, show location on the site plan
Do you plan to have any Tents? No	*If yes, a separate permit is required.
Do you plan to have any pop-up canopies? Each vendor will have a 10' x 10' tent	
Do you plan to have any Promotional Signs? (banners, streamers, balloons)	*If yes, a separate permit is required
City of Mansfield Assistance Requested:	
Barricades/ Street Closure? No	*If yes, show on site plan where you want to have barricades. A resident roster must be submitted for a block party.
Police/Traffic Control/Security? No	*If yes, attach an explanation and the name of the person you are working with
<p>Please Read and Include the Following Information With This Application</p> <ul style="list-style-type: none"> For all outdoor activities, a site plan must be attached. One can be provided if requested. You need to show where all items will be located on the site plan. If Insurance is required, the City of Mansfield must be listed as "Additional Insured". All documents must be turned in at the same time. Please allow enough time for review and approval before the date of your event. 	
Applicant's Printed Name:	Applicant's Signature:
Rex F. Wenger	





1200 East Broad Street, Mansfield, TX 76063
 www.mansfieldtexas.gov Fax: 817-477-1416

Promotional Signage Display Application

Installation Address: 703 E. Broad Street		Suite No.:	
Tenant/Business: Mansfield Farmers Market			
Applicant*: Rex F. Wenger		Phone No.: 817-501-6027	
Email: rwenger@prodigy.net			
*Will be contacted for any questions and/or when the permit is ready for pick-up			
Sign Company N/A			
Name:		Contact Name:	
Address:	City:	State:	Zip:
Phone No.:	Email:		
Purpose of Sign To advertise the Mansfield Farmers Market. The signs will be placed in the morning and removed in the afternoon every week.			
Special Event <input checked="" type="checkbox"/>	Sale or Promotion <input type="checkbox"/>	Grand Opening <input type="checkbox"/>	Other <input type="checkbox"/>
Date Requesting* Display to Begin: APRIL 20 - OCT 26		*signs are not allowed to be installed until permit is issued and paid for	
Type of Sign (limited to a max. of one (1) inflatable sign OR three (3) of any other type of temporary sign per display)			
Banner <input type="checkbox"/>	Quantity:	Size of Sign in Sq Ft:	Height and Width in Ft:
Inflatable* <input type="checkbox"/>	Max. 1	Height and Width in Ft:	
Wind Signs <input checked="" type="checkbox"/>	Quantity:	Height and Width in Ft.	
Other <input type="checkbox"/>	Quantity:	Type:	Size/Height:
*Inflatable signs shall be ground-mounted and are subject to setback regulations as outlined in Sect. 7100, K, 2, h of the Zoning Ordinance			
Please read and Include the Following Information With This Application THIS PERMIT APPLICATION WILL BE AUTOMATICALLY DENIED IF ALL INFORMATION IS NOT COMPLETED/PROVIDED.			
1. SIGN CONTENT: For all signs, include a simple drawing, rendering, or attach a picture of the sign, showing sign content and dimensions. List everything that you plan to put up for the promotion.			
2. SITE PLAN SHOWING LOCATION OF SIGN(S):			
A. For promotional signage affixed to the building, include a drawing of the face of the building with the sign(s). Label dimensions of building(s) and sign(s).			
B. For all other signs, show the sign and its relation to the building on the property and to the lot boundaries. Label distances of sign(s) from building and lot boundaries.			
3. NOTE: One promotional signage display, (temporary signs such as banners, search lights, pennants, spinners, balloons, streamers or any kind of wind sign) is permitted three (3) times in a calendar year, for a maximum of fourteen (14) consecutive days. A minimum of ninety (90) days is required between each display. One (1) Grand Opening display is allowed for a period of twenty-one (21) consecutive days within the first three (3) months of the date of issuance of a certificate of occupancy or business license.			Permit Fee \$40
Applicant Signature			Date: 3/19/19
Property Owner/Mgr Signature *REQUIRED			Date:
FOR OFFICE USE			
Comments			
Planning Dept	Approve <input type="checkbox"/>	Deny <input type="checkbox"/>	Date:

Lease Agreement

THIS LEASE AGREEMENT (the "Agreement") is entered into effective as of March 22, 2019 by and between the Mansfield Farmer's Market "the Market" and Mansfield Mission Center, Inc. ("MMC"), together referred to herein as the "Parties", regarding use of a portion of the parking lot at 703 E Broad St. for a Farmer's Market on Saturdays from April – October.

THE MMC agrees to provide the following:

- Open space in the parking lot for a Farmer's Market on Saturdays during the lease term from 6:00a to 4:00p ("Exhibit A" depicts the area of the Leased Space). The area can be no larger than in 2018.
- Access to electricity and water
- Public parking for approximately 30 cars
- A restroom for vendors will be provided inside the Thrift Store beginning at 9:00a. The Market, at their sole cost, may provide a "Port-O-Potty" if required. The Port-O-Potty must be located away from the Snow Cone Stand.

THE Market agrees to the following:

- Pay monthly fee of \$10 from April – October, due at the beginning of each month
- Pay MMC for actual utility costs incurred by the Market if MMC provides the utilities. If MMC is providing utilities, utilities costs incurred by the Market will be paid within 10 days of notification of amounts due
- Provide MMC with copy of liability insurance during the period of the Market with MMC named as an additional insured
- MMC is not providing storage space on the premises. The Market shall remove all Market related property each Saturday when the Market closes
- Secure premises and restore premises to the same conditions that existed prior to the Market upon completion of the Market each week. Restoration shall include, but is not limited to, trash removal and repairs of damages incurred due to the Market. Repairs shall be completed within 5 business days.
- The Market shall hold MMC harmless against any and all claims, demands, or suits arising directly or indirectly from users, vendors, or customers meeting at the premises, if any, including all court costs and attorneys' fees.

This Agreement may be terminated at any time with 30 days written notice.

This Agreement shall not be assigned or transferred in whole or in part without the previous written permission of the MMC.

Failure to insist upon strict compliance with any of the terms, covenants or conditions hereof, in whole or in part, shall not be deemed a waiver of such term, provision, covenant or condition or

portion thereof, nor shall any waiver or relinquishment of any right or power at any one or more times be deemed a waiver or relinquishment of such right or power at any other time or times as to any party to this Agreement.

This Agreement expresses the entire agreement between the parties hereto regarding the subject matter contained herein and may not be modified or amended except by written agreement duly executed by both parties.

This Agreement shall be construed and enforced in accordance with the laws of the State of Texas, and venue for all purposes hereunder shall be in Tarrant County, Texas.

If any provision of this Agreement is determined by any court of competent jurisdiction to be invalid, illegal or unenforceable, such provision shall be fully severable herefrom and the remainder of this Agreement shall be fully enforced.

By entering into this Agreement, the parties do not create any obligations, express or implied, other than those set forth herein, and this Agreement shall not create any rights in parties not signatories hereto.

This Agreement is intended for the benefit of the parties listed and no rights or interest in this Agreement shall extend to any third party.

Executed to be effective as of the 22nd day of March, 2019.

Mansfield Mission Center, Inc.

By: _____

Name: MICHAEL G BAKER

Title: DIR OF Fin & Admin

Date: 3-26-19

Address for notice:

777 N Walnut Creek Dr
Mansfield, TX 76063

Mansfield Farmer's Market

By: _____

Name: REX F. WENGLER

Title: TREASURER

Date: MAR 26, 2019

Address for notice:

6916 HOLLOW OAK TRAIL
MANFIELD, TX 76063





DISPLAYED ON SATURDAY



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

03/18/19

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME: Bo Rankin
KnH Insurance Services	PHONE (A/C, No, Ext): (817) 453-1477 FAX (A/C, No): (817) 453-1473
1701 Highway 287 N., Suite 105	E-MAIL ADDRESS: brankin@knhinsurance.com
Mansfield, TX 76063	INSURER(S) AFFORDING COVERAGE
Phone (817) 453-1477 Fax (817) 453-1473	INSURER A: EMC Ins Co (Employers Mutual Casualty Co) NAIC # 21415
INSURED	INSURER B:
Mansfield Farmers Market	INSURER C:
6916 Hollow Oak Trail	INSURER D:
Mansfield, TX 76063	INSURER E:
817-501-6027	INSURER F:

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR	WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY			5A2312917	04/20/2019	04/20/2020	EACH OCCURRENCE \$ 1,000,000.00
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY	Y	Y				DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000.00
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person) \$ 10,000.00
	<input type="checkbox"/>						PERSONAL & ADV INJURY \$ 1,000,000.00
	<input type="checkbox"/>						GENERAL AGGREGATE \$ 2,000,000.00
GEN'L AGGREGATE LIMIT APPLIES PER:							PRODUCTS - COMP/OP AGG \$ 2,000,000.00
<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC							\$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS						BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS						PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/>						\$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR						EACH OCCURRENCE \$
	<input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE						AGGREGATE \$
	<input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N						<input type="checkbox"/> WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> N/A						E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYE \$
							E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Location: 703 E Broad St Mansfield, TX 76063

CERTIFICATE HOLDER

CANCELLATION

City of Mansfield
1200 East Broad Street
Mansfield, TX 76063

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



CITY OF MANSFIELD

1200 E. Broad St.
Mansfield, TX 76063
mansfieldtexas.gov

STAFF REPORT

File Number: 19-3092

Agenda Date: 4/8/2019

Version: 1

Status: Approval of Minutes

In Control: City Council

File Type: Meeting Minutes

Agenda Number:

Title

Minutes - Approval of the March 25, 2019 Regular City Council Meeting Minutes

Requested Action

Action to be taken by the Council to approve the minutes.

Recommendation

Approval of the minutes by the Council.

Description/History

The minutes of the March 25, 2019 Regular City Council Meeting are in DRAFT form and will not become effective until approved by the Council at this meeting.

Justification

Permanent Record

Funding Source

N/A

Prepared By

Susana Marin, TRMC, City Secretary
817-276-4203



CITY OF MANSFIELD

1200 E. Broad St.
Mansfield, TX 76063
mansfieldtexas.gov

Meeting Minutes - Draft

City Council

Monday, March 25, 2019

4:00 PM

Council Chambers

REGULAR MEETING

4:00 P.M. - CALL MEETING TO ORDER

Mayor Pro Tem Newsom called the meeting to order at 4:00 p.m.

Absent 1 - David Cook

Present 6 - Larry Broseh; Brent Newsom; Terry Moore; Julie Short; Mike Leyman and Casey Lewis

WORK SESSION TO BE HELD IN THE MULTI-PURPOSE ROOM

CivicPlus Website Consultant

Director of Information Technology Todd Williams made brief opening remarks and discussed the timeline of the website redesign. He stated the chosen vendor was CivicPlus and spoke in detail about why they were chosen. He advised the new website was scheduled to launch in September 2019. Todd introduced CivicPlus Account Representative Jacob Bertram. Mr. Bertram gave a brief overview of what CivicPlus offers. There was detailed discussion as to what the Council would like to see in the new website. They stated they would like for it to be easy to navigate, appealing to outsiders, availability for citizen interaction, simplicity and readily available, and, easy access through mobile devices. City Manager Clayton Chandler made brief comments. Todd gave an update on how the website will function and all that it will hold. There was discussion regarding analytics. Director of Communications and Marketing Belinda Willis made brief comments. Police Chief Tracy Aaron spoke about posting emergency calls on the website depending on the call. Mr. Bertram spoke about the Notify Me module of CivicPlus and explained how the notification system works. He mentioned the system would allow for emergency messages on the website as well as an email or text to residents who sign up. There was discussion about placing links to the city's pages on Facebook, Twitter, and Nextdoor. Mr. Chandler thanked the Website Team for their hard work.

Mayor Cook arrived at 4:59 p.m.

Mayor Cook adjourned the work session at 5:10 p.m.

Present 7 - David Cook; Larry Broseh; Brent Newsom; Terry Moore; Julie Short; Mike Leyman and Casey Lewis

RECESS INTO EXECUTIVE SESSION

In accordance with the Texas Government Code, Chapter 551, Mayor Cook recessed

the meeting into executive session at 5:11 p.m. Mayor Cook called the executive session to order in the Multi-Purpose Room at 5:22 p.m. Mayor Cook recessed the executive session at 7:09 p.m.

Pending or Contemplated Litigation or to Seek the Advice of the City Attorney Pursuant to Section 551.071

Seek Advice of City Attorney Regarding Pending Litigation - Cause No. 348-270155-14

Seek Advice of City Attorney Regarding Development Agreement with BBCP Acquisitions

Seek Advice of City Attorney Regarding Integrated Stormwater Management

Seek Advice of City Attorney Regarding Dog Park Construction Bids

Seek Advice of City Attorney Regarding Tree Board Case #19-001

Seek Advice of City Attorney Regarding Zoning Case #17-022

Seek Advice of City Attorney Regarding the Waiver of Code Compliance Liens at 2860 Nelson-Wyatt Road

Discussion Regarding Possible Purchase, Exchange, Lease, or Value of Real Property Pursuant to Section 551.072

Update on Britton Bank

Personnel Matters Pursuant to Section 551.074

Deliberation Regarding Commercial or Financial Information Received From or the Offer of a Financial or Other Incentive Made to a Business Prospect Seeking to Locate, Stay or Expand in or Near the Territory of the City and with which the City is Conducting Economic Development Negotiations Pursuant to Section 551.087

6:50 P.M. – COUNCIL BREAK PRIOR TO REGULAR BUSINESS SESSION

7:00 PM OR IMMEDIATELY FOLLOWING EXECUTIVE SESSION - RECONVENE INTO REGULAR BUSINESS SESSION

Mayor Cook reconvened into regular business session at 7:19 p.m.

INVOCATION

Council Member Broseh gave the Invocation.

PLEDGE OF ALLEGIANCE

Council Member Moore led the Pledge of Allegiance.

TEXAS PLEDGE

"Honor the Texas Flag; I Pledge Allegiance to Thee, Texas, One State Under God; One and Indivisible"

Council Member Short led the Texas Pledge.

PROCLAMATION**19-3069****Child Abuse Prevention Month**

Mayor Cook proclaimed April 2019 as Child Abuse Prevention Month and presented a proclamation to a representative from Alliance for Children. Alliance for Children representative Shellie McMillon made brief comments and thanked the city for their continued partnership and support.

19-3070**Mansfield Reads! Month**

Mayor Cook proclaimed April 2019 as Mansfield Reads! Month and presented a proclamation to Library staff and Friends of the Library. Friends of the Library President Shelley Daunis made brief comments and encouraged everyone to attend the Mansfield Reads! Event on April 26, 2019 at the Summit High School Performing Arts Center from 7:00 p.m. to 9:00 p.m.

PRESENTATION**Texas Recreation and Parks Society Awards - Matt Young**

Director of Parks and Recreation Matt Young made brief comments regarding awards received by the Parks Department from the Texas Recreation and Parks Society. Parks Department Marketing and Communications Manager Ann Beck made brief comments on the Parks and Rec Event and extended an invitation for everyone to attend the event on Saturday, April 6, 2019 from 9:00 a.m. to 11:30 a.m. at Katherine Rose Memorial Park. She also spoke about the public meetings to be held on the Parks Master Plan. She stated the first meeting is scheduled for Thursday, March 28, 2019 at 7:00 p.m. and the second will be held on April 2, 2019 at 7:00 p.m. Both meetings will be held at City Hall.

Comprehensive Annual Financial Report - KPMG, LLP and City Staff; Peter Phillis and Troy Lestina

City Manager Clayton Chandler acknowledged the dedicated 12 years of service Assistant Director of Business Services Troy Lestina has given to the City of Mansfield. He mentioned Troy will be leaving the city to be the Chief Financial Officer for the City of Cleburne. Deputy City Manager Peter Phillis echoed Mr. Chandler's comments. Staff provided Council and staff with the 2018 Comprehensive Annual Financial Report. He gave an update on the 2018 Annual Audit and turned the

presentation over to KPMG, LLP representative Travis Hunter. Mr. Hunter gave a brief overview of the 2018 audit.

CITIZEN COMMENTS

John Pressley - 1306 Brittany Lane - Mr. Pressley gave an update on the Pickle Parade and Palooza Event. He thanked the city for their continued support.

COUNCIL ANNOUNCEMENTS

Council Member Leyman requested feedback from the Council for the Budget Sub-Committee asking them to provide names of cities they would like to see included as comparisons on the salary and benefit survey. Mayor Cook asked the Council to provide the feedback through the City Secretary's Office.

Council Member Short made comments regarding the Pickle Parade and Palooza Event. She stated it was an awesome event. She made comments on the Mansfield Reads! Book stating it is an amazing book to read and she recommends everyone read the book.

Council Member Lewis made comments regarding the Pickle Parade and Palooza Event. He briefly spoke about the Josh Weathers concert during the Pickle Parade. He encouraged everyone to support The LOT Downtown by pledging \$5 per month for VIP seating during concerts.

Council Member Moore stated it was the first year in eight years his family has missed the Pickle Parade. He expressed his appreciation to Troy Lestina for this service to the city.

Mayor Pro Tem Newsom thanked the Pickled Mansfield Society for a great event. He encouraged residents to continue to attend the parade stating it was a great family event.

Council Member Broseh thanked Troy Lestina for this hard work stating he has been a great asset to the city.

Mayor Cook echoed comments made to Troy Lestina. He thanked the Pickled Mansfield Society for a great event.

SUB-COMMITTEE REPORTS

[19-3079](#)

Consideration and Possible Action Regarding Supplemental Disbursement of the City of Mansfield Hotel/Motel Tax Funds in the Amount of \$9,000 to The LOT Downtown

Council Member Short spoke as Chair of the Hotel/Motel Funds Sub-Committee. She stated The LOT Downtown was originally awarded \$75,000 from the Hotel/Motel Funds and has requested an additional \$9,000 for portable restrooms. She mentioned the sub-committee met to discuss and urged the requester to seek sponsorship's for those needs instead of disbursing additional funds. Council Member Short deferred to the Council for action.

A motion was made by Mayor Cook to approve the \$9,000 disbursement to The LOT Downtown for portable restrooms. Seconded by Council Member Lewis.

The motion **CARRIED** by the following vote:

Aye: 6 - David Cook; Larry Brose; Brent Newsom; Terry Moore; Mike Leyman and Casey Lewis

Nay: 1 - Julie Short

Abstain: 0

STAFF COMMENTS

City Manager Report or Authorized Representative

Mr. Chandler made comments regarding the Pickled Mansfield Society for a great event. He introduced Director of Building Services Wade McLaurin.

Barks and Rec Event Update - Ann Beck

This item was discussed during presentations.

2018 Code Adoption Schedule Update - Wade McLaurin

Wade McLaurin gave an update on the timeline of the adoption of the 2017 National Electric Code and 2018 Building Codes to include the International Building, Fire, Residential, Plumbing, Mechanical, Fuel Gas, Energy Conservation Code, Existing Buildings, Property Maintenance, and Swimming Pool & Spa Codes. He made comments regarding the existing electronic permitting system being used. He stated it was the goal of staff to be able to go live with online permitting and electronic plan review by the end of the year. Wade answered Council questions.

Business Services Department Report

[19-3078](#)

Presentation of Monthly Financial Report for the Period Ending February 28, 2019

There were no questions regarding the monthly financial.

TAKE ACTION NECESSARY PURSUANT TO EXECUTIVE SESSION

A motion was made by Council Member Brose to reject all bids received for the construction of the dog park and rebid the project based on staffs recommendation to the modifications to the scope of the work. Seconded by Council Member Moore. The motion CARRIED by the following vote:

Aye: 7 - David Cook; Larry Brose; Brent Newsom; Terry Moore; Julie Short; Mike Leyman and Casey Lewis

Nay: 0

Abstain: 0

CONSENT AGENDA[19-3057](#)

Resolution - A Resolution of the City Council of the City of Mansfield, Texas, Authorizing the Execution of a Lease Agreement with Ellis County for the ExpressVote Marking Device to be Used in the May 4, 2019 General Election

A motion was made by Council Member Short to approve the following resolution:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MANSFIELD, TEXAS, AUTHORIZING THE EXECUTION OF A LEASE AGREEMENT WITH ELLIS COUNTY FOR THE EXPRESSVOTE MARKING DEVICE TO BE USED IN THE MAY 4, 2019 GENERAL ELECTION

(Resolution in its entirety located in the City Secretary's Office)

Seconded by Council Member Leyman. The motion CARRIED by the following vote:

Aye: 7 - David Cook; Larry Broseh; Brent Newsom; Terry Moore; Julie Short; Mike Leyman and Casey Lewis

Nay: 0

Abstain: 0

Enactment No: RE-3545-19

[19-3061](#)

Minutes - Approval of the February 25, 2019 Regular City Council Meeting Minutes

A motion was made by Council Member Short to approve the minutes of the February 25, 2019 Regular City Council Meeting as presented. Seconded by Council Member Leyman. The motion CARRIED by the following vote:

Aye: 7 - David Cook; Larry Broseh; Brent Newsom; Terry Moore; Julie Short; Mike Leyman and Casey Lewis

Nay: 0

Abstain: 0

[19-3062](#)

Minutes - Approval of the March 4, 2019 Regular City Council Meeting Minutes

A motion was made by Council Member Short to approve the minutes of the March 4, 2019 Regular City Council Meeting Minutes as presented. Seconded by Council Member Leyman. The motion CARRIED by the following vote:

Aye: 7 - David Cook; Larry Broseh; Brent Newsom; Terry Moore; Julie Short; Mike Leyman and Casey Lewis

Nay: 0

Abstain: 0

[19-3068](#)

Request for Special Event Permit: Lake Ridge Band Boosters Carnival

A motion was made by Council Member Short to approve the request for special event permit. Seconded by Council Member Leyman. The motion CARRIED by the following vote:

Aye: 7 - David Cook; Larry Broseh; Brent Newsom; Terry Moore; Julie Short; Mike Leyman and Casey Lewis

Nay: 0

Abstain: 0

[19-3074](#)

Request for Special Event Permit: Colors for Caring 5K

A motion was made by Council Member Short to approve the request for special event permit. Seconded by Council Member Leyman. The motion CARRIED by the following vote:

Aye: 7 - David Cook; Larry Broseh; Brent Newsom; Terry Moore; Julie Short; Mike Leyman and Casey Lewis

Nay: 0

Abstain: 0

[19-3075](#)

Request for Special Event Permit: Mansfield High School Band Vendor Market

A motion was made by Council Member Short to approve the request for special event permit. Seconded by Council Member Leyman. The motion CARRIED by the following vote:

Aye: 7 - David Cook; Larry Broseh; Brent Newsom; Terry Moore; Julie Short; Mike Leyman and Casey Lewis

Nay: 0

Abstain: 0

[19-3077](#)

Request for Special Event Permit: Fabulous Faith 5K

A motion was made by Council Member Short to approve the request for special event permit. Seconded by Council Member Leyman. The motion CARRIED by the following vote:

Aye: 7 - David Cook; Larry Broseh; Brent Newsom; Terry Moore; Julie Short; Mike Leyman and Casey Lewis

Nay: 0

Abstain: 0

ITEMS TO BE REMOVED FROM THE CONSENT AGENDA

[19-3076](#)

Resolution - A Resolution Awarding a Construction Contract for East Seeton Road Maintenance at Low Branch to Advanced Transol Consultants, LLC; Authorizing and Directing the City Manager to Execute Contract Documents; and Authorizing Funding for an Amount Not to Exceed \$1,550,000.00 (Street

Bond Fund)

Council Member Lewis removed this item from the consent agenda. Director of Public Works Bart VanAmburgh answered Council questions.

A motion was made by Council Member Moore to approve the following resolution:

A RESOLUTION AWARDDING A CONSTRUCTION CONTRACT FOR EAST SEETON ROAD MAINTENANCE AT LOW BRANCH TO ADVANCED TRANSOL CONSULTANTS, LLC; AUTHORIZING AND DIRECTING THE CITY MANAGER TO EXECUTE CONTRACT DOCUMENTS; AND AUTHORIZING FUNDING FOR AN AMOUNT NOT TO EXCEED \$1,550,000.00

(Resolution in its entirety located in the City Secretary's Office)

Seconded by Council Member Broseh. The motion CARRIED by the following vote:

Aye: 7 - David Cook; Larry Broseh; Brent Newsom; Terry Moore; Julie Short; Mike Leyman and Casey Lewis

Nay: 0

Abstain: 0

Enactment No:

[19-3072](#)

Resolution - A Resolution Approving a Developer Participation Contract Between the City of Mansfield and BBCP Acquisitions, LLC for Cost Participation for Roadway and Utility Improvements south of West Broad Street and Off-site to Silver Oak Addition

Council Member Lewis removed this item from the consent agenda. Bart VanAmburgh answered Council quesitons.

A motion was made by Council Member Broseh to approve the following resolution with a change to the termination period in Article II, Section E of the Developer Participation Contract from six years to seven years:

A RESOLUTION APPROVING A DEVELOPER PARTICIPATION CONTRACT BETWEEN THE CITY OF MANSFIELD AND BBCP ACQUISITIONS, LLC FOR COST PARTICIPATION FOR ROADWAY AND UTILITY IMPROVEMENTS SOUTH OF WEST BROAD STREET AND OFF-SITE TO SILVER OAK ADDITION; APPROPRIATING FUNDS; AND DIRECTING AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE DEVELOPER PARTICIPATION CONTRACT

(Resolution in its entirety located in the City Secretary's Office)

Seconded by Council Member Short. The motion CARRIED by the following vote:

Aye: 5 - Larry Broseh; Brent Newsom; Terry Moore; Julie Short and Mike Leyman

Nay: 2 - David Cook and Casey Lewis

Abstain: 0

Enactment No: RE-3548-19

END OF CONSENT AGENDA

PUBLIC HEARING AND THIRD AND FINAL READING

[19-3038](#)

Ordinance - Public Hearing and Third and Final Reading of an Ordinance to Consider the Voluntary Annexation of Approximately 25.02 Acres in Johnson County, Texas and Being a Tract of Land out of the M.D. Dickey Survey, Abstract #195, Generally Located on the East Side of Lillian Road Approximately 1,500 Feet South of W. Broad Street; Micah and Bryan Adkison (ZC#18-031)

City Secretary Susana Marin read the caption into the record. Senior Planner Art Wright made brief comments. Mayor Cook opened the public hearing at 8:36 p.m. With no one wishing to speak, Mayor Cook closed the public hearing at 8:36 p.m.

A motion was made by Council Member Moore to approve the following ordinance:

AN ORDINANCE PROVIDING FOR THE ANNEXATION INTO THE CITY OF MANSFIELD OF APPROXIMATELY 25.02 ACRES SITUATED IN JOHNSON COUNTY DESCRIBED BELOW AND DEPICTED ON EXHIBIT "A", LOCATED WITHIN THE CURRENT EXTRA-TERRITORIAL JURISDICTION OF THE CITY OF MANSFIELD, TEXAS, FOR ALL MUNICIPAL PURPOSES; APPROVING A SERVICE PLAN FOR SUCH TERRITORY; PROVIDING FOR FILING NOTICE OF THIS ANNEXATION IN DEED RECORDS OF JOHNSON COUNTY AND WITH THE JOHNSON COUNTY APPRAISAL DISTRICT; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR ENGROSSMENT AND ENROLLMENT; AND PROVIDING AN EFFECTIVE DATE

(Ordinance in its entirety located in the City Secretary's Office)

Seconded by Council Member Short. The motion CARRIED by the following vote:

Aye: 7 - David Cook; Larry Brose; Brent Newsom; Terry Moore; Julie Short; Mike Leyman and Casey Lewis

Nay: 0

Abstain: 0

Enactment No: OR-2120-19

OLD BUSINESS

[19-3039](#)

Ordinance - Third and Final Reading of an Ordinance Approving a Change of Zoning from PR, Pre-Development District to PD, Planned Development District for Single-Family Residential and Commercial Uses on Approximately 91.7 Acres out of the M.D. Dickey Survey, Abstract #195 and T.J. Hanks Survey, Abstract #1109, Johnson County, and the M.D. Dickey Survey, Abstract #1986 and T.J. Hanks Survey, Abstract #644, Tarrant County, TX,

Generally Located at the Southeast Corner of the Intersection of W. Broad Street and Lillian Road and South of the Intersection of Retta Road and W. Broad Street; BBCP Acquisitions (ZC#18-031)

Susana Marin read the caption into the record. Art Wright gave a brief update and answered Council questions. BBCP Acquisitions representative Clayton Snodgrass answered Council questions. Resident Cynthia Bonner expressed road safety concerns on Lillian Road.

A main motion was made by Council Member Short to approve the following ordinance:

AN ORDINANCE OF THE CITY OF MANSFIELD, TEXAS, AMENDING THE COMPREHENSIVE ZONING ORDINANCE OF THE CITY OF MANSFIELD, AS HERETOFORE AMENDED, SO AS TO CHANGE THE ZONING ON THE HEREINAFTER DESCRIBED PROPERTIES TO A PD, PLANNED DEVELOPMENT DISTRICT FOR SINGLE-FAMILY RESIDENTIAL AND COMMERCIAL USES; PROVIDING FOR THE REPEAL OF ALL ORDINANCES IN CONFLICT; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS (\$2,000.00) FOR EACH OFFENSE; AND PROVIDING AN EFFECTIVE DATE

(Ordinance in its entirety located in the City Secretary's Office)

Seconded by Council Member Leyman.

A motion to amend the main motion was made by Council Member Lewis to require 75 percent of lots be a minimum of 2,000 sq. ft. and 25 percent could be between 1,800 and 2,000 sq. ft.; and to require two enhanced entryway features on the Lillian Road side entrance. Seconded by Mayor Pro Tem Newsom. The motion CARRIED with 7 ayes and 0 nays.

The main motion CARRIED by the following vote:

Aye: 7 - David Cook; Larry Broseh; Brent Newsom; Terry Moore; Julie Short; Mike Leyman and Casey Lewis

Nay: 0

Abstain: 0

Enactment No: OR-2121-19

[19-3046](#)

Ordinance - Third and Final Reading of an Ordinance Approving a Change of Zoning from PR Pre-Development District and PD Planned Development District to PD Planned Development District for Single-Family Residential Uses on Approximately 27.86 Acres Situated in the A. N. Curry Survey, Abstract No. 332 & the Henry Brandenburg Survey, Abstract No. 129, Generally Located on the West Side of Day Miar Road and the South Side of Grand Meadow Boulevard; Skorborg Company on behalf of Sunset Crossing SF, Ltd. and James & Yvonne Slack (ZC#18-030)

Susana Marin read the caption into the record. Planner Andrew Bogda gave a brief update and answered Council questions. Bart VanAmburgh answered Council

questions. Skorburg Company representative Collier Bailey and Adam Buczek answered Council questions. Art Wright made comments regarding setbacks.

A motion was made by Council Member Short to approve the following ordinance with the requirement that the enhanced entry plans be revised to reflect made in the landscape plan:

AN ORDINANCE OF THE CITY OF MANSFIELD, TEXAS, AMENDING THE COMPREHENSIVE ZONING ORDINANCE OF THE CITY OF MANSFIELD, AS HERETOFORE AMENDED, SO AS TO CHANGE THE ZONING ON THE HEREINAFTER DESCRIBED PROPERTIES TO A PD, PLANNED DEVELOPMENT DISTRICT FOR SINGLE-FAMILY RESIDENTIAL USES, PROVIDING FOR THE REPEAL OF ALL ORDINANCES IN CONFLICT; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS (\$2,000.00) FOR EACH OFFENSE; AND PROVIDING AN EFFECTIVE DATE

(Ordinance in its entirety located in the City Secretary's Office)

Seconded by Council Member Leyman. The motion CARRIED by the following vote:

Aye: 5 - David Cook; Larry Brose; Terry Moore; Julie Short and Mike Leyman

Nay: 2 - Brent Newsom and Casey Lewis

Abstain: 0

Enactment No: OR-2122-19

Mayor Cook recessed the meeting for a break at 9:31 p.m. Mayor Cook reconvened into regular business session at 9:36 p.m.

NEW BUSINESS

19-3031

Resolution - A Resolution of the City of Mansfield, Texas Approving an Economic Development and Performance Agreement and Contract of Sale Between the Mansfield Economic Development Corporation and Nickson Mansfield Industrial, LTD; Authorizing the MEDC President to Execute Said Agreements; and Providing an Effective Date

Director of Economic Development Richard Nevins made brief comments and answered Council questions. Nickson Mansfield Industrial, Ltd. representative Charles Nickson answered Council questions. Lisa Sudbury answered Council questions.

A motion was made by Council Member Short to approve the following resolution:

A RESOLUTION OF THE CITY OF MANSFIELD, TEXAS, APPROVING AN ECONOMIC DEVELOPMENT AND PERFORMANCE AGREEMENT AND CONTRACT OF SALE BETWEEN THE MANSFIELD ECONOMIC DEVELOPMENT CORPORATION AND NICKSON MANSFIELD INDUSTRIAL, LTD; AUTHORIZING THE MEDC PRESIDENT TO EXECUTE SAID AGREEMENTS; AND PROVIDING AN EFFECTIVE DATE

(Resolution in its entirety located in the City Secretary's Office)

Seconded by Council Member Leyman. The motion CARRIED by the following vote:

Aye: 6 - Larry Broseh; Brent Newsom; Terry Moore; Julie Short; Mike Leyman and Casey Lewis

Nay: 1 - David Cook

Abstain: 0

Enactment No: RE-3549-19

[19-3063](#)

Resolution - A Resolution of the City Council of the City of Mansfield, Texas, Approving a Second Amended and Restated Economic Development and Performance Agreement by and Between the Mansfield Economic Development Corporation ("MEDC") and Zah Group, Inc. and Authorizing its Execution by the President of the MEDC; and Providing an Effective Date

Richard Nevins made brief comments. Klein Tools representative Matt Marinovich answered Council questions.

A motion was made by Council Member Broseh to approve the following resolution:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MANSFIELD, TEXAS, APPROVING A SECOND AMENDED AND RESTATED ECONOMIC DEVELOPMENT AND PERFORMANCE AGREEMENT BY AND BETWEEN THE MANSFIELD ECONOMIC DEVELOPMENT CORPORATION ("MEDC") AND ZAH GROUP, INC. AND AUTHORIZING ITS EXECUTION BY THE PRESIDENT OF THE MEDC; AND PROVIDING AN EFFECTIVE DATE

(Resolution in its entirety located in the City Secretary's Office)

Seconded by Council Member Short. The motion CARRIED by the following vote:

Aye: 6 - David Cook; Larry Broseh; Brent Newsom; Terry Moore; Julie Short and Mike Leyman

Nay: 1 - Casey Lewis

Abstain: 0

Enactment No: RE-3550-19

[19-3064](#)

Resolution - A Resolution of the City of Mansfield, Texas, Approving an Amended and Restated 380 Economic Development Program Agreement with Zah Group, Inc.; Authorizing the City Manager to Execute Said Agreement; and Providing an Effective Date

Richard Nevins made brief comments.

A motion was made by Council Member Moore to approve the following resolution:

A RESOLUTION OF THE CITY OF MANSFIELD, TEXAS, APPROVING AN

AMENDED AND RESTATED 380 ECONOMIC DEVELOPMENT PROGRAM AGREEMENT WITH ZAH GROUP, INC.; AUTHORIZING THE CITY MANAGER TO EXECUTE SAID AGREEMENT; AND PROVIDING AN EFFECTIVE DATE

(Resolution in its entirety located in the City Secretary's Office)

Seconded by Council Member Short. The motion CARRIED by the following vote:

Aye: 6 - David Cook; Larry Broseh; Brent Newsom; Terry Moore; Julie Short and Mike Leyman

Nay: 1 - Casey Lewis

Abstain: 0

Enactment No: RE-3551-19

[19-3073](#)

Resolution - A Resolution Approving a Developer Participation Contract Between the City of Mansfield and First Texas Homes, Inc. for Cost Participation for Drainage Improvements Along Day Miar Road Adjacent to the Pemberley Estates Phase 2 Addition

Bart VanAmburgh made brief comments and answered Council questions.

A motion was made by Council Member Short to approve the following resolution:

A RESOLUTION APPROVING A DEVELOPER PARTICIPATION CONTRACT BETWEEN THE CITY OF MANSFIELD AND FIRST TEXAS HOMES, INC. FOR COST PARTICIPATION FOR DRAINAGE IMPROVEMENTS ALONG DAY MIAR ROAD ADJACENT TO THE PEMBERLEY ESTATES PHASE 2 ADDITION; APPROPRIATING FUNDS; AND DIRECTING AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE DEVELOPER PARTICIPATION CONTRACT

(Resolution in its entirety located in the City Secretary's Office)

Seconded by Council Member Lewis. The motion CARRIED by the following vote:

Aye: 7 - David Cook; Larry Broseh; Brent Newsom; Terry Moore; Julie Short; Mike Leyman and Casey Lewis

Nay: 0

Abstain: 0

Enactment No: RE-3552-19

PUBLIC HEARING CONTINUATION AND SECOND READING

[19-3053](#)

Ordinance - Public Hearing Continuation and Second Reading of an Ordinance of the City of Mansfield, Texas Amending the Water Conservation and Drought Contingency Sections of the Water Demand Management / Drought Contingency Plan

Director of Utilities Jeff Price stated he was available for questions. Mayor Cook

continued the public hearing at 9:51 p.m. With no one wishing to speak, Mayor Cook closed the public hearing at 9:52 p.m.

A motion was made by Council Member Moore to approve the second reading of "AN ORDINANCE OF THE CITY OF MANSFIELD, TEXAS AMENDING THE WATER CONSERVATION AND DROUGHT CONTINGENCY SECTIONS OF THE WATER DEMAND MANAGEMENT / DROUGHT CONTINGENCY PLAN." Seconded by Council Member Short. The motion CARRIED by the following vote:

Aye: 7 - David Cook; Larry Broseh; Brent Newsom; Terry Moore; Julie Short; Mike Leyman and Casey Lewis

Nay: 0

Abstain: 0

NEW BUSINESS

19-3081

Discussion and Possible Action Regarding Improving the Architectural Requirement for Various Residential Zoning Classifications

Mayor Cook stated there was no discussion necessary for this agenda item, mentioning it would be brought back at a later date.

RECESS INTO EXECUTIVE SESSION

In accordance with the Texas Government Code, Chapter 551, Mayor Cook recessed the meeting into executive session at 9:54 p.m. Mayor Cook called the executive session to order in the Multi-Purpose Room at 9:58 p.m. Mayor Cook adjourned the executive session at 11:16 p.m.

Pending or Contemplated Litigation or to Seek the Advice of the City Attorney Pursuant to Section 551.071

Seek Advice of City Attorney Regarding Tree Board Case #19-001

Seek Advice of City Attorney Regarding Zoning Case #17-022

Discussion Regarding Possible Purchase, Exchange, Lease, or Value of Real Property Pursuant to Section 551.072

Update on Britton Bank

ADJOURN

Mayor Cook adjourned the meeting at 11:16 p.m.

ATTEST: David L. Cook, Mayor

Susana Marin, City Secretary



CITY OF MANSFIELD

1200 E. Broad St.
Mansfield, TX 76063
mansfieldtexas.gov

STAFF REPORT

File Number: 19-3098

Agenda Date: 4/8/2019

Version: 1

Status: Consent

In Control: City Council

File Type: Resolution

Agenda Number:

Title

Resolution - Public Hearing and Resolution Adopting the 2019 Water and Wastewater Master Plan

Requested Action

Approve the Resolution adopting the 2019 Water and Wastewater Master Plan.

Recommendation

Approve the Resolution adopting the 2019 Water and Wastewater Master Plan.

Description/History

The City updates the Water and Wastewater Master Plan on regular five year intervals. This term coincides with the mandated five year updates to the land use assumptions and capital improvements plan for the utility impact fees.

The Master Plan process begins by analyzing the existing systems and the existing demand by customers on water supply and sewer collection. Field monitoring is conducted to confirm the analysis models are calibrated accurately. The remaining phases involve projecting land use, population, and capital improvement needs for study periods of 5 years, 10 years, and ultimate build out.

Freese & Nichols, Inc. prepared the Master Plan and will be giving a presentation at the Council meeting in a work session, a public hearing is also required. A public hearing and presentation were conducted at the Planning and Zoning Commission meeting on July 16, 2018. No citizens spoke during the public hearing and the commission voted unanimously to recommend approval of the Master Plan to City Council.

In addition to the Master Plan presentation, Freese and Nichols representatives will be giving an Impact Fee and Land Use Assumption overview during the work session. This is essentially a preliminary training session on the Impact Fee process. The Impact fee report presentation and ordinance update will be scheduled for future council meetings.

Justification

Staff uses the Master Plan for guidance on both development and capital improvements planning. The Plan makes specific recommendations for water treatment plant and pumping expansions, water distribution system improvements, elevated water storage needs, sewer collection and sewer pumping capacities.

Funding Source

N/A

Prepared By

Bart VanAmburgh, P.E., Director of Public Works

RESOLUTION NO. _____

A RESOLUTION ADOPTING THE 2019 WATER AND WASTEWATER MASTER PLAN AS AMENDMENTS TO THE COMPREHENSIVE MASTER PLAN FOR THE CITY OF MANSFIELD.

WHEREAS, the City of Mansfield, pursuant to its statutory authority, has hereto established a Comprehensive Master Plan for the City for the purpose of lessening congestion on the streets and thoroughfares thereof; to secure safety to its citizens; to promote the health and general welfare of its populace; to provide adequate light and air; to prevent the overcrowding of land; to avoid the undo concentration of its population; to lessen danger to life and property due to flooding; to facilitate the adequate provision of transportation, water, sewer, parks and other public requirements of its citizens; and

WHEREAS, the City of Mansfield desires to amend said Comprehensive Master Plan to provide a Water and Wastewater Master Plan update for its citizens and the owners of property within the City with consideration of all the factors enumerated above; and

WHEREAS, the Water and Wastewater Master Plan provides guidance for the orderly development of property in the City of Mansfield; and

WHEREAS, after a public hearing and the recommendation of the Planning and Zoning Commission, the City Council does desire to adopt the 2019 Water and Wastewater Master Plan update.

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

SECTION 1.

The attached 2019 Water and Wastewater Master Plan, being plans for the proper development of the water and wastewater systems in Mansfield, are hereby adopted as amendments to the Comprehensive Master Plan of the City of Mansfield for the benefit of its citizens and the owners of property therein to improve the distribution of water and the collection of wastewater.

SECTION 2.

All previous water and wastewater master plans of the City of Mansfield are hereby repealed by this Resolution.

PASSED AND APPROVED THIS THE 8th DAY OF APRIL, 2019.

David Cook, Mayor

ATTEST:

Resolution No. _____

Page 2

Susana Marin, City Secretary



CITY OF MANSFIELD

1200 E. Broad St.
Mansfield, TX 76063
mansfieldtexas.gov

STAFF REPORT

File Number: 19-3083

Agenda Date: 4/8/2019

Version: 1

Status: New Business

In Control: City Council

File Type: Consideration Item

Agenda Number:

Title

Review and Consideration of a Minor Amendment to the Shops at Broad Planned Development Standards to Revise the Masonry Requirements for FLIX Movie Theater (ZC#16-008)

Requested Action

To consider the proposed revision described below.

Description/History

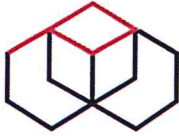
The City Council approved the original Planned Development for this property in 2016. Exhibit F outlines the Design Standards approved for the entire site. FLIX Brewhouse is requesting a deviation to their site plan to allow non masonry materials (as defined by our ordinance) for more than 50% of the facades of the building. The proposed product is called "formliners" and it simulates split face block. It is a pour in place type product. More information can be found at <https://www.specformliners.com/> regarding the proposed product.

The other material they are using is a 3/8's inch tile which does not meet our masonry requirements either. The "formliner" product makes up about 75 - 80% of the exterior facade. Other buildings on the pad sites along E. Broad use stone, brick, painted fiber cement siding. FLIX will look different but be in the same color palette as the other buildings.

Staff recommends approval of the deviation for FLIX to use the "formliners" material.

Prepared By

Lisa Sudbury, AICP
Interim Director of Planning
817-276-4227



PARADIGM DESIGN

creating success

March 26, 2019

Lisa Sudbury, AICP
Interim Director of Planning
City of Mansfield Department of Planning
1200 E Broad St.
Mansfield, TX 76063

RE: Request to amend Exhibit "F" Design Standards for Building A3-Theatre for the Shops at Broad PD ZC #16-008 Planned Development.

City Council Members:

We are submitting this request to amend the exterior wall requirements described in the Design Standards referenced above to include cast in place concrete exterior wall construction with the use of Formliners.

Formliners are typically used to cast a simulated look of masonry into the exterior concrete walls during fabrication. Attached is the product data sheet we are proposing to use that described the pattern and texture the exterior walls will be prepared to simulate concrete masonry units (CMU). The exterior walls will be reviewed after the Formliners are removed and prior to erection for any imperfections to ensure the quality of the pattern and texture are maintained. Then a colored coating will be applied to represent the design pattern and colors shown on the renderings that have been included in this proposal.

We respectfully request the Council support our request to include cast in place concrete walls using Formliners to simulate the look and texture of concrete masonry units.

Sincerely,

PARADIGM DESIGN

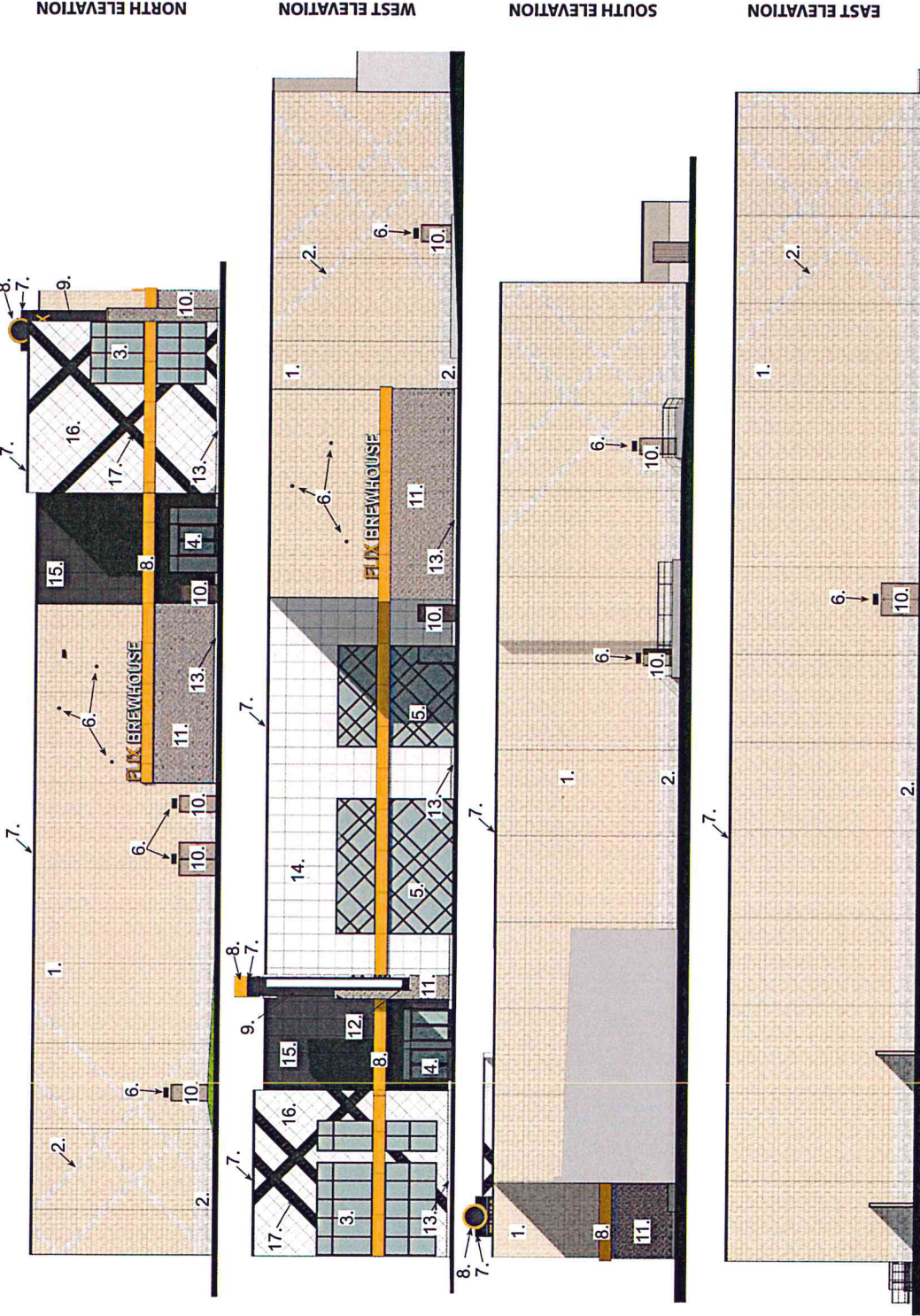
Daniel Colella, AIA
Senior Project Manager



PARADIGM DESIGN

KEY

1. C1 - CONCRETE TILT-UP PANEL - FORMLINER PATTERN TO MATCH 8"X16" CMU - PAINT COLOR TO MATCH SHERWIN WILLIAMS SW7052 GRAY AREA
2. C2 - CONCRETE TILT-UP PANEL - FORMLINER PATTERN TO MATCH 8"X16" CMU - PAINT COLOR TO MATCH SHERWIN WILLIAMS SW7050 USEFUL GRAY
3. G1 - WINDOW FRAME - COLOR: ANODIZED ALUMINUM - SEE SPEC. FOR GLAZING
4. G2 - ENTRANCE SYSTEM - ANODIZED ALUMINUM WITH ALUMINATED GLASS IN DOORS AND SIDELITES - SEE SPEC. FOR GLAZING
5. G3 - STRUCTURAL GLAZING SYSTEM - ANODIZED ALUMINUM WITH 1" INSULATED GLASS COLOR: ANODIZED ALUMINUM
6. L1 - EXTERIOR LIGHT FIXTURE - SEE ELECTRICAL
7. M1 - METAL CAP FLASHING - COLOR: MEDIUM BRONZE
8. M2 - ALUMINUM METAL PANEL - COLOR: MATCH SHERWIN WILLIAMS SW6904 GUSTO GOLD
9. M3 - METAL PANEL - FIRESTONE - KYNAR 500/HYLAR/5000 FLOUROCARBON STEEL - COLOR: MEDIUM BRONZE
10. P1 - PAINT - COLOR: MATCH SHERWIN WILLIAMS SW9174 MOTH WING
11. S1 - STONE VENEER - ELDORADO STONE - CUFFSTONE - COLOR: WHITEBARK
12. S2 - PRECAST SILL - COLOR: READING ROCK BUFFSTONE - SEE WALL SECTIONS
13. S3 - CONCRETE BASE CURB - REFER TO WALL SECTIONS
14. T1 - CROSSVILLE - LAMINAM - URBAN INFLUENCES - OXIDE - SIZE: 1M X 1M COLOR: L3764 PERLA
15. T2 - CROSSVILLE - LAMINAM - FILO - SIZE: 1M X 1M COLOR: L2095 GHISA
16. T3 - VIRGINIA TILE - SIZE: 24"X24" - COLOR: CTI 2099 BLANCO
17. T4 - VIRGINIA TILE - TAU GRES - SIZE: 12"X24" - COLOR: CORBEN BLACK



FLIX
BREWHOUSE

FLIX BREWHOUSE - EXTERIOR CONCEPT

MANSFIELD, TX
26 MARCH 2019



PARADIGM DESIGN

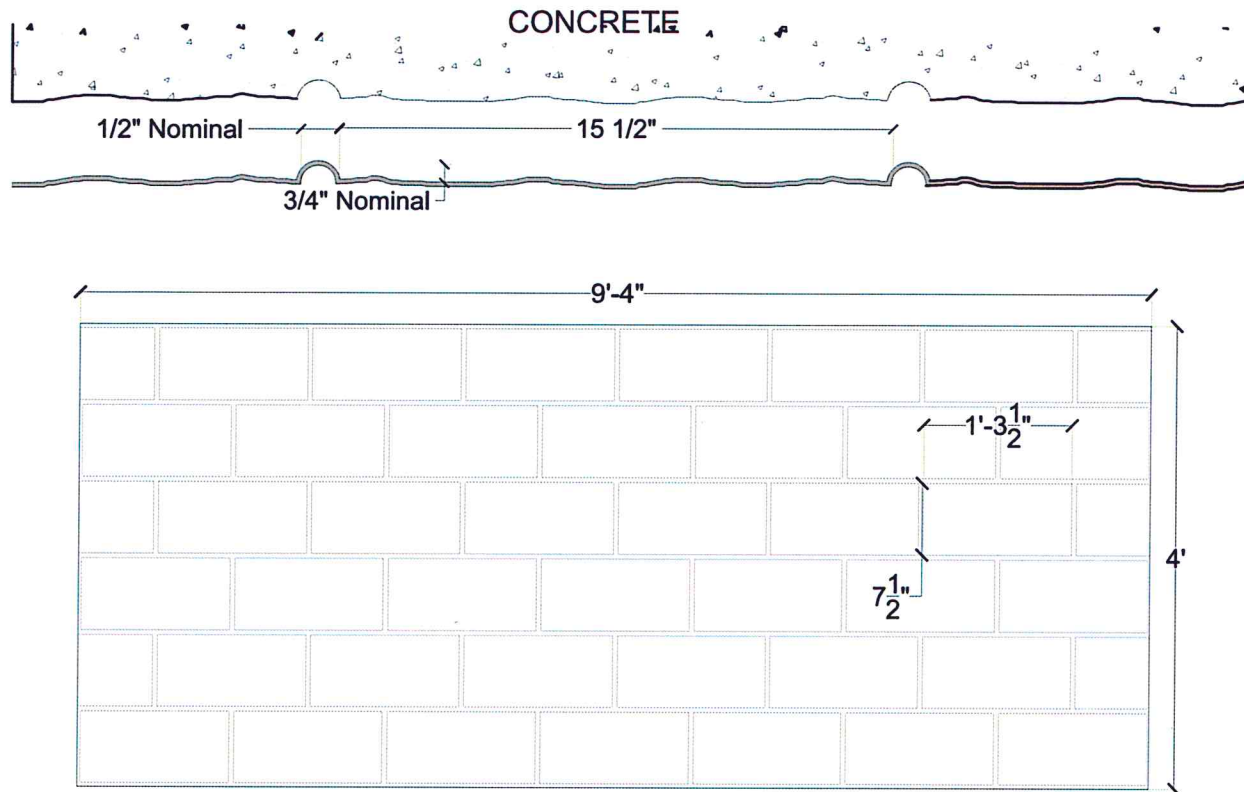
Pattern# 5000

8"x16" Split Face Block

customrock
FORMLINER

General Information:

Thermoformed ABS and Styrene plastic formliners are an inexpensive alternative for providing architectural concrete. The Styrene single use liner is the least expensive liner option. The ABS plastic formliner properties allows for an up to ten reuse factor depending on the design and handling.



Thermal Deformation:

- Do not expose to temperatures >140°F (60°C)

Care and Handling:

- Keep out of the sunlight and covered when not in use
- Keep away from steam, acids, and certain fuels
- For further instructions refer to the application guide

Thermal expansion:

- +/- 1/8" @ 70°F

Note:

Pattern may require additional backing. We recommend a mockup pour simulating job conditions.

Material	Product Code	# of Reuses	Std. Dims.	Color
Styrene	5000-STY	1	4'x9' 4"	White
ABS	5000-ABS	Up to 10	4'x9' 4"	Gray



CLIFFSTONE



Bariff Springs Cliffstone



Boardwalk Cliffstone



Lantana Cliffstone



Mesquite Cliffstone



Barley Cliffstone



Cambria Cliffstone



Manzanita Cliffstone



Montecito Cliffstone

CLIFFSTONE



Whitebark Cliffstone

LIMESTONE



Grand Banks Limestone



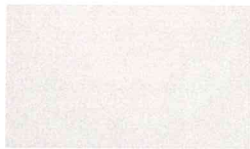






















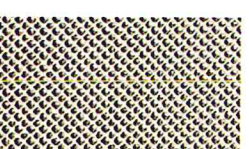







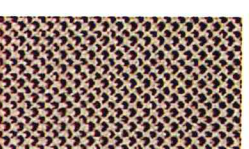




San Marino Limestone



York Limestone



				
L7956 Bianco Assoluto Collection 5,6	L0577 Bianco Assoluto Polished Collection 5,6	L3439 Bianco Oxide 3+	L2013 Perla Oxide 3+	L5135 Pietra di Savoia Perla I Naturali 5,6
				
L2012 Avorio Oxide 3+	L0402 Perla Collection 3+	L3914 Sale Fokos 5,6	L3121 Ossidiana Vena Chiara I Naturali 3+	L2879 Brina Filo 3+
				
L6477 Beige Satori 3+	L5778 Statuario Venato I Naturali 5,6	L0319 Statuario Venato Polished I Naturali 5,6	L6093 Calacatta Oro Venato I Naturali 5,6	L0318 Calacatta Oro Venato Polished I Naturali 5,6
				
L5905 Pietra di Savoia Avorio I Naturali 5,6	L2048 Avorio Blend 3+	L0102 Neve Collection 3+	L0110 Avorio Collection 3+	F7048 Bianco Lasa Bush Hammered Cava 5,6
				
F0375 Bianco Lasa Polished Cava 5,6	L0016 Avorio Polished Collection 5,6	L2224 Travertino Avorio I Naturali 3+	L2226 Crema Marfil I Naturali 3+	F6385 Bianco Calce 3+
				
F6372 Avorio Calce 3+	F6376 Grigio Calce 3+	F7049 Diamond Cream Bush Hammered Cava 5,6	F7467 Oro Seta 3+	L2092 Argento Filo 3+
				
L2093 Oro Filo 3+	L3122 Ossidiana Vena Grigio I Naturali 3+	L2641 Crusca Collection 3+	L3917 Rena Fokos 5,6	L2049 Noce Blend 3+
				
L3915 Terra Fokos 5,6	L3916 Roccia Fokos 5,6	L2881 Rame Filo 3+	L1461 Nero Oxide 3+	L1462 Moro Oxide 3+



F7466 Glace
Seta 3+



L5689 Brown
Satori 5.6



L5349 Fero Ossidato
I Metalli 3+



F7464 Gris
Seta 3+



L2581 Grigio
Oxide 3+



L1367 Grigio
Blend 3+



L0047 Fumo
Collection 3+



L6382 Tortora
Calce 3+



L6373 Antracite
Calce 3+



L4338 Piombo
Fokos 5.6



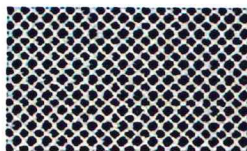
L5347 Plumbeo Ossidato
I Metalli 3+



L4552 Pietra di Savoia Grigia
I Naturali 5.6



L2095 Ghisa
Filo 3+



L2882 Mercurio
Filo 3+



L0046 Nero
Collection 3+



L3500 Nero
Collection 5.6



L1510 Nero
Blend 3+



L5350 Plutonio Ossidato
I Metalli 3+



L2770 Ossidiana Vena Scura
I Naturali 3+



L5253 Pietra di Savoia Antracite
I Naturali 5.6



L5688 Black
Satori 5.6



F6379 Nero
Calce 3+



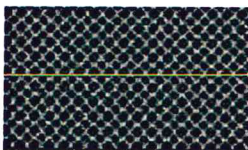
L0372 Noir Desir Polished
Cava 5.6



F0373 Nero Greco Polished
Cava 5.6



F7465 Liquorice
Seta 3+



L2880 Pece
Filo 3+

EXHIBIT "F"

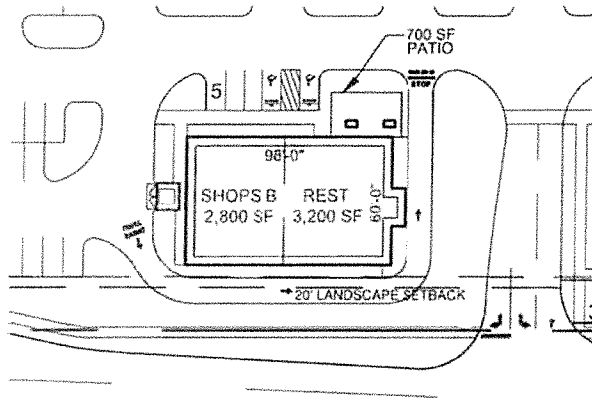
DESIGN STANDARDS

1. Applicability. Development of the Property must generally comply with regulations set forth in this Exhibit "F", the "Design Standards".
2. Exterior walls of all structures, including screening walls, wing walls, columns and supports, shall consist of at least fifty (50) percent masonry construction materials. This requirement shall not apply to roofs, awnings, canopies, doors, windows, glass walls and frame assemblies thereof. The remaining fifty (50) percent of the exterior surfaces may be constructed of masonry-like construction materials or any construction materials not expressly prohibited by this exhibit.
3. All non-residential buildings with facades greater than one hundred (100') feet in length shall incorporate wall plane projections or recesses that are at least two (2) feet deep. Projections/recesses must be at least two (2) feet in length. No uninterrupted length of façade may exceed one hundred (100) feet in length.
4. All non-residential buildings with flat roof planes greater than one hundred (100') feet in length shall incorporate variations in the visual appearance in the height of the roof plane. Variations to flat roof planes may include pilasters and projected or raised features that present variations in the roof plane. No uninterrupted length of any flat roof plane may exceed eighty (80) feet in length.
5. All non-residential building facades shall include a repeating pattern of elements such as material module change, colors or textures. Repeating patterns can be expressed in the vertical or horizontal plane.
6. Outside display of goods, wares, or merchandise shall be permitted provided that the area used for outside storage must not exceed ten (10) percent of the gross floor area of the property containing the outside display.
7. "Sign Area" is defined as the imaginary area within a circle, triangle or parallelogram immediately surrounding the extreme limits of the text, representation, emblem or any figure of similar character.
8. For purposes of this planned development district, Section 7100.H.2 regarding the requirement the removal of neighborhood information signs within twenty-four (24) hours after an event displayed on the sign does not apply.
9. All signs, whether temporary or permanent, shall be located at least ten (10) feet from the right-of-way line.
10. Required parking for multifamily residential uses shall be a minimum ratio of 1.5

spaces per unit.

11. Required parking for hotel uses shall be a minimum of 1 space/room plus 5 additional employee spaces.
12. Notwithstanding section 7200B, the sports facility (i.e. StarCenter) shall be require a minimum of 250 parking spaces.
13. The parking requirement for “Eating Place with drive through service, Bar, Night Club, and Private Club” shall be 1 parking space for each 100 sf of floor area.
14. Parking area layout shall not require approval by The Director of Planning so long as the final layout conforms to the general layout as shown on The Development Plan.
15. Electrical transformers and similar equipment shall be permitted to be placed within buffer yards or landscape setbacks provided that they are not located within the required street landscape setback.
16. Metal, black powder coated fence with landscaping screening, organically attached to the fence at a height equal to the fence at maturity shall be permitted as an SW6 or SW8 wall.
17. Where drive-through lanes are situated parallel to a public street, a landscape median with a minimum width of three (3) feet (from back of curb to back of curb) may be situated parallel with the drive-through stacking lanes that are visible from the adjacent public streets.
18. All buildings designed with parapet walls or other similar architectural elements shall be constructed to screen the mechanical and other rooftop equipment from adjacent parking lots and streets. Accordingly, such parapet walls and other similar architectural elements may exceed the maximum height to achieve the required screening.
19. Landscaping shall be permitted as an acceptable material for all required ground equipment screening. The compliance of height requirements shall be determined at plant maturity and the width matching the item or equipment being screened.
20. Switch gear devices shall be screened by a hedgerow of dense evergreen shrubbery to form a visual screen using plant materials approved by the Landscape Administrator.
21. Trash container and storage area for refuse or material awaiting disposal or recycling shall be visually screened in accordance with the requirements in Section 7301.B of the Zoning Ordinance.
22. Paving design and specifications for internal public and private streets, driveways, parking lots and other paved areas shall be determined by developer’s Civil and Geotechnical engineers.

23. All vehicular access to Multi-Family shall be as shown on the development plan.
24. No single structure shall exceed 1000' in length.
25. Stacking lane(s) for drive-thru shall be allowed to be parallel to a public street as illustrated below.



26. There shall be a minimum of eight (8) stacking spaces within any drive-thru configuration. The building occupant's site design shall determine the specific layout.