



Legislation Text

File #: 17-2486, **Version:** 1

Resolution - A Resolution of the City Council of the City of Mansfield, Texas Authorizing a Contract Between the City of Mansfield, Texas and FirstService Residential Texas Inc. for the Management and Improvement Services Agreement of the South Pointe Public Improvement District

Approve the Contract between the City of Mansfield, Texas and FirstService Residential Texas Inc. for the management and improvement services of the South Pointe Public Improvement District on behalf of the City of Mansfield, Texas.

Staff recommends that the City Council of the City of Mansfield, Texas approve the Contract by authorizing the City Manager or his designee to enter into a contract with FirstService Residential Texas, Inc.

In January 2016, the City Council of the City of Mansfield, Texas received a petition requesting creation of a public improvement district under Chapter 372 of the Texas Local Government Code from the owners of real property representing more than fifty percent (50%) of the appraised value of the real property liable for assessment in the proposed District. The resolution authorizing and creating the South Pointe Public Improvement District was approved on February 22, 2016.

The South Pointe Public Improvement District is approximately 873 acres. The public improvement district is to provide services that enhance the lifestyle, personal pride, enjoyment and property values within the District. An annual assessment of \$1,000 for a single family home within the District and \$120 for each multifamily unit within the District shall be levied. These assessments will be collected through the same systems used to collect ad valorem property tax.

The scope of duties of FirstService Residential Texas includes, but is not limited to the following:

- Oversee bidding and awarding of any subcontracts for the Improvements and Services;
- Monitor the work performed by any subcontractors for any Improvements or Services to ascertain that it is performed completely, professionally, and with the appropriate level of quality and to make whatever changes are necessary to achieve those objectives;
- Obtain, maintain and pay for insurance necessitated by the Improvements and Services;
- Prepare an updated annual Service Plan and Budget Plan for approval by City Council;
- Maintain a full and accurate accounting of the disbursements for reimbursement from the Public Improvement District revenues and provide the City with a monthly accounting statement;
- Participate in meetings of individual departments within the City, as required, to coordinate Public Improvement District activities;

- Participate in all meetings required by the City for assistance in the preparation of the Service Plan and Budget for the Public Improvement District and update the City as to authorized projects and other pertinent matters;
- Establish means of communication for citizen input to report problems and make suggestions to the Public Improvement District; coordinate responses to citizens, with input from the City, when appropriate;
- Monitor recurring expenses and perform comparative analyses to identify emerging trends and real or potential problems. Notify the City of trends and unusual or excessive expenses;
- Maintain a complete set of historical records of all Public Improvement District activity to include but not limited to minutes of meetings, and agreements/contracts with other entities, grant applications, etc. from the beginning of the Public Improvement District to the present.

The cost of the contract management fee is a cost of the Public Improvement District which is funded from assessment fees and any shortfalls are covered by the developer of South Pointe. **The management fee structure has not changed from the prior contract.**

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