



Wylie City Council

NOTICE OF MEETING

Regular Meeting Agenda
September 27, 2016 – 6:00 pm
Wylie Municipal Complex
Council Chambers/Council Conference Room
300 Country Club Road, Building #100

- Eric Hogue ..... Mayor
Keith Stephens ..... Mayor Pro Tem
Diane Culver ..... Place 2
Jeff Forrester ..... Place 3
Candy Arrington ..... Place 4
William Whitney III ..... Place 5
David Dahl ..... Place 6
Mindy Manson ..... City Manager
Richard Abernathy ..... City Attorney
Carole Ehrlich ..... City Secretary

In accordance with Section 551.042 of the Texas Government Code, this agenda has been posted at the Wylie Municipal Complex, distributed to the appropriate news media, and posted on the City website: www.wylietexas.gov within the required time frame. As a courtesy, the entire Agenda Packet has also been posted on the City of Wylie website: www.wylietexas.gov.

The Mayor and City Council request that all cell phones and pagers be turned off or set to vibrate. Members of the audience are requested to step outside the Council Chambers to respond to a page or to conduct a phone conversation.

The Wylie Municipal Complex is wheelchair accessible. Sign interpretation or other special assistance for disabled attendees must be requested 48 hours in advance by contacting the City Secretary's Office at 972.516.6020.

Hearing impaired devices are available from the City Secretary prior to each meeting.

CALL TO ORDER

Announce the presence of a Quorum

INVOCATION & PLEDGE OF ALLEGIANCE

PRESENTATIONS

- Presentation of Keep Texas Beautiful Award - Robert Medigovich, CWD

## CITIZENS COMMENTS ON NON-AGENDA ITEMS

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*Residents may address Council regarding an item that is not listed on the Agenda. Residents must fill out a non-agenda form prior to the meeting in order to speak. Council requests that comments be limited to three (3) minutes. In addition, Council is not allowed to converse, deliberate or take action on any matter presented during citizen participation.*

## CONSENT AGENDA

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*All matters listed under the Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.*

- A. Consider, and act upon, approval of the Minutes of September 13, 2016 Regular Meeting of the Wylie City Council. (C. Ehrlich, City Secretary)**
- B. Consider and act upon approval of the Financial Management Policies. (L. Bantz, Finance Director)**
- C. Consider and act upon Resolution 2016-25(R) approving the current Investment Policy as required by the Texas Government Code, Chapter 2256, Public Funds Investment Act, Subchapter A – Authorized Investments for Governmental Entities (L. Bantz, Finance Director)**
- D. Consider, and place on file, the City of Wylie Monthly Investment Report for August 31, 2016. (L. Bantz, Finance Director)**
- E. Consider, and place on file, the City of Wylie Monthly Revenue and Expenditure Report for August 31, 2016. (L. Bantz, Finance Director)**
- F. Consider, and act upon, approval of a Final Plat for Bozman Farm Estates Phase 5B Addition, creating 74 residential lots and 4 open space lots on 21.874 acres, generally located south of Bozman Farm Estates Phase 3, north of Beaver Creek Rd. (R. Ollie, Development Services Director)**
- G. Consider, and act upon, approval of a Preliminary Plat for Kreymer East Phase 1, creating 86 residential lots and 2 open space lots on 26.782 acres, generally located east of W.A. Allen and north of Kings Court. (R. Ollie, Development Services Director)**
- H. Consider, and act upon approval of Ordinance No. 2016-23 of the city council of the City of Wylie, Texas, amending Wylie's Code of Ordinances, Ordinance No. 2005-07, as amended, Appendix C (Wylie Comprehensive Fee Schedule), Section VIII (Public Library); modifying certain library fees; providing a penalty clause, savings/repealing clause, severability clause and an effective date; and providing for the publication of the caption hereof. (R. Orozco, Library Director)**
- I. Consider and act upon the award of bid # W2016-91-B for Wylie Senior Center Parking Lot Expansion Project; to Wall Enterprises in the amount of \$49,890.82, and authorizing the City Manager to execute any and all necessary documents.(G. Hayes, Purchasing)**

- J. Consider, and place on file, the monthly Revenue and Expenditure Report for the Wylie Economic Development Corporation as of August 31, 2016. (S. Satterwhite, WEDC Director)**

## REGULAR AGENDA

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- 1. Conduct the 2nd Public Hearing for the annexation of approximately 2 acres of land situated in the Guadalupe De Los Santos Survey, Abstract No. 1100, Collin County, Texas, located southeast of the intersection of South Ballard and Pleasant Valley Road. 2016-03A (R. Ollie, Development Services Director)**

**Executive Summary**

This annexation is at the request of the property owner and applicant of a 2.009 acre tract. The subject tract is contiguous to existing city limits on the west, south and east side, while properties to the north across Pleasant Valley are within unincorporated Collin County.

- 2. Consider, act upon, Ordinance No. 2016-24 authorizing the annexation of approximately 2 acres of land situated in the Guadalupe De Los Santos Survey, Abstract No. 1100, Collin County, Texas, located southeast of the intersection of South Ballard and Pleasant Valley Road. 2016-03A (R. Ollie, Development Services Director)**

**Executive Summary**

The subject tract is contiguous to existing city limits on the west, south and east side, while properties to the north across Pleasant Valley are within unincorporated Collin County. The applicant desires to bring the subject tract into the city and zone it under the same Planned Development as the surrounding Dominion of Pleasant Valley master planned community.

- 3. Conduct the 1st Public Hearing for the annexation of 4.165 acres of land situated in the R.D. Newman Survey, Abstract No. 660, Collin County, Texas, located at 2701 Hwy 78. (R. Ollie, Development Services Director)**

**Executive Summary**

This annexation is at the request of the property owner and applicant of a 4.165 acre tract. The subject tract is contiguous to existing city limits on the north, east and south sides, while properties to west are within the jurisdiction of Sachse.

## READING OF ORDINANCES

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*Title and caption approved by Council as required by Wylie City Charter, Article III, Section 13-D.*

## JOINT WORK SESSION

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- **Hold a Joint Work Session with the Historic Review Commission to discuss rules and procedures. (R. Ollie, Development Services Director)**

## RECONVENE INTO REGULAR SESSION

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### ADJOURNMENT

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If during the course of the meeting covered by this notice, the City Council should determine that a closed or executive meeting or session of the City Council or a consultation with the attorney for the City should be held or is required, then such closed or executive meeting or session or consultation with attorney as authorized by the Texas Open Meetings Act, Texas Government Code § 551.001 et. seq., will be held by the City Council at the date, hour and place given in this notice as the City Council may conveniently meet in such closed or executive meeting or session or consult with the attorney for the City concerning any and all subjects and for any and all purposes permitted by the Act, including, but not limited to, the following sanctions and purposes:

### CERTIFICATION

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*I certify that this Notice of Meeting was posted on September 23, 2016 at 5:00 p.m. as required by law in accordance with Section 551.042 of the Texas Government Code and that the appropriate news media was contacted. As a courtesy, this agenda is also posted on the City of Wylie website: [www.wylietexas.gov](http://www.wylietexas.gov).*

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**Carole Ehrlich, City Secretary**

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**Date Notice Removed**



# Wylie City Council

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## Minutes

### City Council Meeting

Tuesday, September 13, 2016 – 6:00 p.m.  
Wylie Municipal Complex – Council Chambers  
300 Country Club Road, Bldg. 100  
Wylie, TX 75098

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#### CALL TO ORDER

*Announce the presence of a Quorum.*

Mayor Eric Hogue called the meeting to order at 6:00 p.m. City Secretary Ehrlich took roll call with the following City Council members present: Mayor pro tem Keith Stephens, Councilman David Dahl, Councilwoman Candy Arrington, Councilwoman Diane Culver, Councilman William Whitney III, and Councilman Jeff Forrester.

Staff present were: City Manager, Mindy Manson; Assistant City Manager, Chris Holsted; Fire Chief, Brent Parker; Development Services Director, Renae Ollie; Finance Director, Linda Bantz; WEDC Executive Director, Sam Satterwhite; City Secretary, Carole Ehrlich; Public Information Officer, Craig Kelly, and various support staff.

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#### INVOCATION & PLEDGE OF ALLEGIANCE

Councilman Dahl gave the invocation and Councilwoman Arrington led the Pledge of Allegiance.

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#### CITIZENS COMMENTS ON NON-AGENDA ITEMS

*Residents may address Council regarding an item that is not listed on the Agenda. Residents must provide their name and address. Council requests that comments be limited to three (3) minutes. In addition, Council is not allowed to converse, deliberate or take action on any matter presented during citizen participation.*

There were no citizens present wishing to address Council during Citizens Comments.

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#### CONSENT AGENDA

*All matters listed under the Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.*

- A. **Consider, and act upon, approval of the Minutes of August 23, 2016 Regular Meeting and the September 6, 2016 Special Called Meeting of the Wylie City Council.** (C. Ehrlich, City Secretary)

- B. Consider, and act upon, Ordinance No. 2016-18 authorizing the annexation of approximately 5.23 acres of land situated in the Francisco De La Pina Survey, Abstract No. A0688, Tract 126, Collin County, Texas, located 1023 Kreymer Lane (1023 Private Road 5259). 2016-02A (R. Ollie, Development Services Director)**
- C. Consider, and act upon, Resolution No. 2016-24(R), ratifying Chris Holsted as Acting City Manager in the absence of Mindy Manson, City Manager. (M. Manson, City Manager)**
- D. Consider, and act upon, approval of a Final Plat for Community Boat and RV Storage Addition (ETJ), creating one lot on 2.874 acres, generally located in the County of Dallas southeast of the intersection of Twin Creek Drive and Vinson Road. (R. Ollie, Development Services Director)**
- E. Consider, and act upon, approval of a Final Plat for CVS Country Club Addition, creating one lot on 1.896 acres, generally located on the southwest corner of Country Club Road and Parker Road. (R. Ollie, Development Services Director)**
- F. Consider, and place on file, the monthly Revenue and Expenditure Report for the Wylie Economic Development Corporation as of July 31, 2016. (S. Satterwhite, WEDC Director)**
- G. Consider, and act upon, the approval of the lease of Xerox copiers from Xerox Corporation in the estimated amount of \$150,000.00 through a State of Texas Department of Information Resources (DIR) contract, and authorizing the City Manager to execute any necessary documents. (G. Hayes, Purchasing)**

Mayor Hogue announced, staff had requested that Item B of the Consent Agenda be pulled and considered individually.

### **Council Action**

A motion was made by Councilwoman Culver, seconded by Councilman Dahl to approve Items A, C, D, E, F, and G of the Consent Agenda as presented and pull Item B for further discussion and action. A vote was taken and the motion passed 7-0.

- B. Consider, and act upon, Ordinance No. 2016-18 authorizing the annexation of approximately 5.23 acres of land situated in the Francisco De La Pina Survey, Abstract No. A0688, Tract 126, Collin County, Texas, located 1023 Kreymer Lane (1023 Private Road 5259). 2016-02A (R. Ollie, Development Services Director)**

### **Staff Comments**

Development Services Director Ollie addressed Council stating that the applicant had requested the annexation 2016-02A be tabled to the October 25, 2016 Council meeting so the applicant could finalize some title work.

### **Council Action**

A motion was made by Councilwoman Culver, seconded by Councilman Dahl to table the annexation of approximately 5.23 acres of land situated in the Francisco De la Pine Survey, Abstract No. A0688, Tract 126, Collin County, Texas located at 1023 Kreymer Lane to the October 25, 2016 City Council meeting. A vote was taken and the motion passed 7-0.

## **RECESS CITY COUNCIL**

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Mayor Hogue recessed the City Council meeting at 6:10 p.m.

## **CALL TO ORDER THE WYLIE PARKS & RECREATION FACILITIES DEVELOPMENT CORPORATION (4B)**

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Chair Mayor Eric Hogue called the Wylie Parks and Recreation Facilities Development Corporation (4B) meeting to order at 6:10 p.m. The following members were present: Chair Eric Hogue, Board members Mayor pro tem Keith Stephens, Councilwoman Diane Culver, Councilman David Dahl, and John Ward. Dan Chesnut and Jeff Harris were absent.

1. **(4B) Consider, and act upon, approval of the Minutes from the September 8, 2015 Special Called Meeting of the Wylie Parks and Recreation Facilities Development Corporation (4B).** *(C. Ehrlich, City Secretary)*

### **4B Board Action**

A motion was made by Board member Stephens, seconded by board member Dahl to approve the September 8, 2015 Wylie Parks and Recreation Facilities Development Corporation (4B) minutes as presented. A vote was taken and the motion passed 5-0 with board members Chesnut and Harris absent.

2. **(4B) Consider, and act upon, approval of the FY 2016-2017 4B Budget and authorize expenditures for the FY 2016-2017 Community Services Facilities Capital Improvement Plan.** *(L. Bantz, Finance Director)*

### **4B Board Action**

A motion was made by Board member Culver, seconded by board member Dahl to approve the FY 2016-2017 4B Budget and authorize expenditures for the FY 2016-2017 Community Services Facilities Capital Improvement Plan. A vote was taken and the motion passed 5-0 with board members Chesnut and Harris absent.

3. **(4B) Consider, and act upon, the appointment and/or reappointment of the Wylie Parks and Recreation Facilities Development Corporation (4B) Officers and appoint a Chair and Vice Chairman from its board members for a term beginning January 1, 2017 and ending December 31, 2018.** *(C. Ehrlich, City Secretary)*

### **4B Board Action**

A motion was made by Board member Dahl, seconded by board member Culver to appoint Mayor Eric Hogue as Chair and John Ward as Vice Chair; Mindy Manson as President; Chris Holsted as Vice-President; Linda Bantz as Treasurer, and Carole Ehrlich as Secretary of the Wylie Parks and Recreation Facilities Development Corporation (4B) for a term beginning January 1, 2017 and ending December 31, 2018. (2 year term) A vote was taken and the motion passed 5-0 with board members Chesnut and Harris absent.

## **ADJOURN 4B BOARD**

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With no further business before the board, Chair Hogue adjourned the meeting at 6:15 p.m. Consensus of the board was to adjourn.

## **RECONVENE INTO OPEN SESSION OF THE WYLIE CITY COUNCIL**

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Mayor Hogue reconvened into Open Session of the Wylie City Council at 6:16 p.m.

## **REGULAR AGENDA**

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- 1. Conduct the 1st Public Hearing for the annexation of approximately 2 acres of land situated in the Guadalupe De Los Santos Survey, Abstract No. 1100, Collin County, Texas, located southeast of the intersection of South Ballard and Pleasant Valley Road. 2016-03A** (*R. Ollie, Development Services Director*)

### **Staff Comments**

Development Services Director Ollie addressed Council stating that this annexation is at the request of the property owner and applicant of a 2.009 acre tract. The subject tract is contiguous to existing city limits on the west, south, and east side, while properties to the north across Pleasant Valley are within unincorporated Collin County.

### **Public Hearing**

Mayor Hogue opened the public hearing on Annexation No. 2016-03A at 6:20 p.m. asking anyone present wishing to address this item to come forward.

No one was present wishing to address Council.

Mayor Hogue closed the first public hearing on Annexation No. 2016-03A at 6:21 p.m.

No action was required on this item.

The following schedule for this item includes:

Notice published for Public Hearings	August 24 and September 7, 2016
First Public Hearing	September 13, 2016
Second Public Hearing	September 27, 2016
Adoption of Ordinance	October 11, 2016

- 2. Consider, and act upon, Ordinance No. 2016-19, amending the zoning from Agricultural-30 (A-30) to Single-Family 10/24 (SF-10/24) for Serene Villas Subdivision, creating 51 residential lots on 16.739 acres, generally located west of Kreymer Lane and north of Stone Road, (1033 S. Kreymer Ln; 1053 S. Kreymer Ln) ZC 2016-09** (*R. Ollie, Development Services Director*)

### **Staff Comments**

Development Services Director Ollie addressed Council stating that the applicant had requested the Zoning Case 2016-09 be tabled to the October 11, 2016 Council meeting so the applicant can finalize some title work.

### **Council Action**

A motion was made by Mayor pro tem Stephens, seconded by Councilman Whitney to table consideration of Ordinance No. 2016-19, amending the zoning from Agrucultural-30 (A-30) to Single-Family 10/24 (SF-10/24) for Serene Villas Subdivision, creating 51 residential lots on 16.739 acres, generally located west of Kreymer Lane and north of Stone Road, (1033 S. Kreymer Ln; 1053 S. Kreymer Ln) to the October 11, 2016 City Council meeting. A vote was taken and the motion passed 7-0.

3. **Consider, and act upon, approval of a Preliminary Plat for Serene Villas Subdivision, creating 67 residential lots on 21.925 acres, generally located west of Kreymer Lane and north of Stone Road, (1023 Private Rd.; 1033 S. Kreymer Ln; 1053 S. Kreymer Ln) (R. Ollie, Development Services Director)**

### **Staff Comments**

Development Services Director Ollie addressed Council stating that the applicant had requested the Preliminary Plat for Serene Villas Subdivision, creating 67 residential lots on 21.925 acres be tabled to the October 11, 2016 Council meeting so the applicant can finalize some title work.

### **Council Action**

A motion was made by Councilwoman Arrington, seconded by Councilman Dahl to table consideration of a Preliminary Plat for Serene Villas Subdivision, creating 67 residential lots on 21.925 acres, generally located west of Kreymer Lane and north of Stone Road to the October 11, 2016 City Council meeting. A vote was taken and the motion passed 7-0.

4. **Consider, and act upon, approving the property tax increase reflected in the budget. (L. Bantz, Finance Director)**

### **Staff Comments**

Finance Director Bantz addressed Council stating that the tax rate needed to fund the FY 2016-2017 budget is \$0.848900 per \$100 of assessed valuation. She explained that although this tax rate represents a decrease of \$0.02 (two cents) from the tax rate in FY 2015-2016, there will be an increase in tax revenue the City receives due to new property that was added to the tax roll and an increase in the total property assessed valuation. Section 26.05 of the Texas Property Tax Code requires the governing body to hold a separate vote to ratify this property tax increase that is reflected in the budget.

### **Council Action**

A motion was made by Councilwoman Arrington, seconded by Councilman Dahl to approve the property tax increase reflected in the FY 2016-2017 Budget. A vote was taken and the motion passed 7-0 with Mayor Hogue, Mayor pro tem Stephens, Councilwoman Culver, Councilman Forrester, Councilwoman Arrington, Councilman Whitney and Councilman Dahl voting for approval and none against.

5. **Consider, and act upon, Ordinance No. 2016-20 adopting a budget and appropriating resources for Fiscal Year 2016-2017, beginning October 1, 2016, and ending September 30, 2017. (L. Bantz, Finance Director)**

### **Staff Comments**

Finance Director Bantz addressed Council stating that the tax rate being proposed for Fiscal Year 2016-2017 is \$0.8489 per \$100 of assessed valuation. She explained that the summary of all operating and capital funds includes the budget for the Wylie Economic Development Corporation. The adoption of the FY 2016-2017 tax rate is presented as a separate agenda item.

Mayor Hogue thanked City Manager Manson and staff for their work to follow the wishes of the Council and continue to lower taxes each year.

### **Council Action**

A motion was made by Mayor pro tem Stephens, seconded by Councilwoman Arrington to approve Ordinance No. 2016-20 adopting a budget and appropriating resources for Fiscal Year 2016-2017, beginning October 1, 2016, and ending September 30, 2017. A vote was taken and the motion passed 7-0 with Mayor Hogue, Mayor pro tem Stephens, Councilwoman Culver, Councilman Forrester, Councilwoman Arrington, Councilman Whitney and Councilman Dahl voting for approval and none against.

6. **Consider, and act upon, Ordinance No. 2016-21 fixing the tax rate/levy for Tax Year 2016 and Budget Year FY 2016-2017 at \$0.84890 per \$100 of assessed valuation.** (*L. Bantz, Finance Director*)

### **Staff Comments**

Finance Director Bantz addressed Council stating that the tax rate needed to fund the FY 2016-2017 budget is \$0.84890 per \$100 of assessed valuation. The tax rate is broken down with \$0.623399 being used for operations and maintenance and \$0.225501 being used to fund the General Debt Service Fund. This tax ordinance will generate levies of \$20,731,492 for the General Fund and \$7,499,213 for the I & S Fund. The adopted Fiscal Year 2016-2017 budget requires the support of this ordinance for funding. Although the tax rate is being decreased by two cents, the motion to approve the tax rate must be made in the designated format due to state law requirements found in Section 26.05(b) of the Property Tax Code since the tax rate exceeds the effective tax rate of \$0.795191.

### **Council Action**

A motion was made Councilwoman Arrington, seconded by Councilman Forrester to approve Ordinance No. 2016-21 fixing the tax rate/levy for Tax Year 2016 and Budget Year FY 2016-2017 at \$0.84890 per \$100 of assessed valuation. "I further move that the property tax rate be increased by the adoption of a tax rate of \$0.848900, which is effectively a 6.75% increase in the tax rate." A vote was taken and the motion passed 7-0 with Mayor Hogue, Mayor pro tem Stephens, Councilwoman Culver, Councilman Forrester, Councilwoman Arrington, Councilman Whitney and Councilman Dahl voting for approval and none against.

7. **Consider, and act upon, approval of Ordinance No. 2016-22 amending Subsection B (Water Rates) and Subsection C (Sewage Collection and Treatment Rates) of Section 1 (Water and Sewer Fees) of the Wylie Comprehensive Fee Schedule.** (*C. Holsted, Asst. City Manager*)

### **Staff Comments**

Assistant City Manager Holsted addressed Council stating that on July 26, 2016 Council held a work session to discuss the water and sewer rate study prepared by NewGen Strategies & Solutions. The study incorporates the water and sewer capital improvements plan (CIP), outstanding debt service, the proposed wholesale water rate increases from the North Texas Municipal Water District, the transfer to the general fund, and future utility fund staffing needs.

## **Council Action**

A motion was made by Mayor pro tem Stephens, seconded by Councilman Forrester to approve Ordinance No. 2016-22 amending Subsection B (Water Rates) and Subsection C (Sewage Collection and Treatment Rates) of Section 1 (Water and Sewer Fees) of the Wylie Comprehensive Fee Schedule; Providing for Repealing, Savings, and Severability Clauses; Providing for an Effective Date of this Ordinance; and Providing for the Publication of the caption of this Ordinance. A vote was taken and the motion passed 7-0.

## **READING OF ORDINANCES**

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*Title and caption approved by Council as required by Wylie City Charter, Article III, Section 13-D.*

City Secretary Ehrlich read the captions to Ordinance No.'s 2016-20, 2016-21, and 2016-22 into the official record.

Mayor Hogue convened into Executive Session at 6:38 p.m. reading the captions below.

## **EXECUTIVE SESSION**

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*Recess into Closed Session in compliance with Section 551.001, et.seq. Texas Government Code, to wit:*

### **§§Sec. 551.072. DELIBERATION REGARDING REAL PROPERTY; CLOSED MEETING.**

A governmental body may conduct a closed meeting to deliberate the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on its negotiating position.

- **Discuss the acquisition of properties located near the intersection of F.M. 544 and Commerce.**

## **RECONVENE INTO OPEN SESSION**

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*Take any action as a result from Executive Session.*

Mayor Hogue reconvened into Open Session at 7:05 p.m. There was no action taken as a result of Executive Session.

## **ADJOURNMENT**

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A motion was made by Mayor pro tem Stephens, seconded by Councilman Forrester to adjourn the meeting at 7:06 p.m. A vote was taken and the motion passed 7-0.

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**Eric Hogue, Mayor**

**ATTEST:**

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**Carole Ehrlich, City Secretary**



# Wylie City Council

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## AGENDA REPORT

**Meeting Date:** September 27, 2016  
**Department:** Finance  
**Prepared By:** Linda Bantz  
**Date Prepared:** September 14, 2016

**Item Number:** B  
*(City Secretary's Use Only)*  
**Account Code:** \_\_\_\_\_  
**Budgeted Amount:** \_\_\_\_\_  
**Exhibits:** Financial Management Policies

### Subject

Consider, and act upon, approving the Financial Management Policies.

### Recommendation

Motion to approve the Financial Management Policies.

### Discussion

The purpose of the Financial Management Policies is to formalize financial guidelines for the City. They will assist City staff in planning and directing the City's financial affairs and provide a document that codifies these policies in one place.

The overriding goal of the Financial Management Policies is to enable the City to achieve a long-term stable and positive financial condition while conducting its operations consistent with the Council-Manager form of government established in the City Charter. The basis for the City's Financial Management Policies includes integrity, prudent stewardship, planning, accountability and full disclosure.

The scope of the policies spans accounting, auditing, financial reporting, internal controls, operating and capital budgeting, revenue management, expenditure control and debt management.

The current Financial Management Policies were approved September 22, 2015. Changes have been made to add Budgeted Drawdown of Reserves in Section IV-D. Budgeted drawdowns are an acceptable practice under "GFOA Recommended Budget Practices" and the City has responsibly used fund balance for one time purchases in the past. The Financial Policies need to be updated to specifically address this practice, relative to our reserve policy in section IX. A change has also been made to delete Loss Financing (previously shown in Section IX-E) which is not applicable to the City because we are not self-insured.

FY2016-17

**City of Wylie**

Financial Management Policies

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## **I. PURPOSE STATEMENT**

The overriding goal of the Financial Management Policies is to enable the city to achieve a long-term stable and positive financial condition while conducting its operations consistent with the Council-Manager form of government established in the City Charter. The watchwords of the city's financial management include integrity, prudent stewardship, planning, accountability, and full disclosure.

The purpose of the Financial Management Policies is to provide guidelines for the financial management staff in planning and directing the city's day-to-day financial affairs and in developing recommendations to the City Manager.

The scope of the policies spans accounting, auditing, financial reporting internal controls, operating and capital budgeting, revenue management, cash management, expenditure control and debt management.

## **II. ACCOUNTING, AUDITING, AND FINANCIAL REPORTING**

**A. ACCOUNTING** - The city's Assistant Finance Director is responsible for establishing the chart of accounts, and for properly recording financial transactions.

**B. FUNDS** - Self-balancing groups of accounts are used to account for city financial transactions in accordance with generally accepted accounting principles. Each fund is created for a specific purpose except for the General Fund, which is used to account for all transactions not accounted for in other funds. Funds are created and fund names are changed by City Council.

**C. EXTERNAL AUDITING** - The city will be audited annually by outside independent auditors. The auditors must be a CPA firm of national reputation, and must demonstrate that they have the breadth and depth of staff to conduct the city's audit in accordance with generally accepted auditing standards, generally accepted government auditing standards, and contractual requirements. The auditors' report on the city's financial statements including any federal grant single audits will be completed within 120 days of the city's fiscal year end, and the auditors' management letter will be presented to the city staff within 150 days after the city's fiscal year end. An interim management letter will be issued prior to this date if any materially significant internal control weaknesses are discovered. The city staff and auditors will jointly review the management letter with the City Council within 60 days of its receipt by the staff.

**D. EXTERNAL AUDITORS RESPONSIBLE TO CITY COUNCIL** – The external auditors are accountable to the City Council and will have access to direct communication with the City Council if the city staff is unresponsive to auditor recommendations or if the auditors consider such communication necessary to fulfill their legal and professional responsibilities.

**E. EXTERNAL AUDITOR ROTATION** - The city will not require external auditor rotation, but will circulate requests for proposal for audit services periodically, normally at five-year intervals or less.

**F. EXTERNAL FINANCIAL REPORTING** - The city will prepare and publish a Comprehensive Annual Financial Report (CAFR). The CAFR will be prepared in accordance with generally accepted accounting principles, and will be presented annually to the Government Finance Officers Association (GFOA) for evaluation and possibly awarding of the Certification of Achievement for Excellence in Financial Reporting. The CAFR will be published and presented to the City Council within 120 days after the end of the fiscal year. City staffing limitations may

preclude such timely reporting. In such case, the Finance Director will inform the City Manager and the City Manager will inform the City Council of the delay and the reasons therefore.

### **III. INTERNAL CONTROLS**

**A. WRITTEN PROCEDURES** - The Finance Director is responsible for developing city-wide written guidelines on accounting, cash handling, and other financial matters which will be approved by the City Manager.

The Finance Department will assist department managers as needed in tailoring these guidelines into detailed written procedures to fit each department's requirements.

**B. INTERNAL AUDIT** - The Finance Department may conduct reviews of the departments to determine if the departments are following the written guidelines as they apply to the departments. Finance will also review the written guidelines on accounting, cash handling and other financial matters. Based on these reviews Finance will recommend internal control improvements as needed.

**C. DEPARTMENT MANAGERS RESPONSIBLE** - Each department manager is responsible to the City Manager to ensure that good internal controls are followed throughout his or her department, that all guidelines on accounting and internal controls are implemented, and that all independent and internal auditor internal control recommendations are addressed.

### **IV. OPERATING BUDGET**

**A. PREPARATION** - The city's "operating budget" is the city's annual financial operating plan. It consists of governmental and proprietary funds, including the general obligation Debt Service Fund, but excluding capital projects funds. The budget is prepared by the City Manager with the assistance of the Finance Department and cooperation of all city departments. The City Manager transmits the document to the City Council. The budget should be presented to the City Council no later than August 5 or a date to be determined by the City Council, and should be enacted by the City Council prior to fiscal year end. The operating budget will be submitted to the GFOA annually for evaluation and possible awarding of the Award for Distinguished Budget Presentation.

**B. BALANCED BUDGETS** -An Operating budget will be balanced, with current revenues, exclusive of beginning resources, greater than or equal to current expenditures/expenses.

**C. PLANNING** - The budget process will be coordinated so as to identify major policy issues for City Council.

**D. BUDGETED DRAWDOWN OF RESERVES** - One-time purchases may be requested by the City Manager through the budget process, subject to the Fund Balance Policy in section IX of the Policies.

**E. REPORTING** - Periodic financial reports will be prepared to enable the department managers to manage their budgets and to enable the Budget Manager to monitor and control the budget as approved by the City Council. Monthly financial reports will be presented to the City Council. Such reports will include current year revenue and expenditures.

**F. CONTROL** - Operating Expenditure Control is addressed in Section VII of the Policies.

**G. PERFORMANCE MEASURES AND PRODUCTIVITY INDICATORS** – Where appropriate, performance measures and productivity indicators will be used as guidelines and reviewed for efficiency and effectiveness. This information will be included in the annual budgeting process.

**V. CAPITAL BUDGET AND PROGRAM**

**A. PREPARATION** - The city's capital budget will include all capital projects funds and all capital resources. The budget will be prepared annually on a fiscal year basis and adopted by ordinance. The capital budget will be prepared by the City Manager with assistance from the Finance Department and involvement of all required city departments.

**B. CONTROL** - All capital project expenditures must be appropriated in the capital budget. Finance must certify the availability of resources so an appropriation can be made before a capital project contract is presented by the City Manager to the City Council for approval.

**C. PROGRAM PLANNING** - The capital budget will include capital improvements program for future years. The planning time frame should normally be five years. The replacement and maintenance for capital items should also be projected for the next five years at a minimum. Future maintenance and operations will be fully costed, so that these costs can be considered in the operating budget.

**D. ALTERNATE RESOURCES** - Where applicable, assessments, impact fees, or other user-based fees should be used to fund capital projects which have a primary benefit to certain property owners.

**E. DEBT FINANCING** - Recognizing that debt is usually a more expensive financing method, alternative financing sources will be explored before debt is issued. When debt is issued, it will be used to acquire major assets with expected lives that equal or exceed the average life of the debt issue. The exceptions to this requirement are the traditional costs of marketing and issuing the debt, capitalized labor for design and construction of capital projects, and small component parts which are attached to major equipment purchases.

**F. STREET MAINTENANCE** - The city recognizes that deferred street maintenance increases future capital costs by an estimated 5 to 10 times. Therefore, the City's goal is to allocate a portion of the General Fund budget each year to maintain the quality of streets. The amount will be established annually so that repairs will be made amounting to a designated percentage of the value of the streets.

**G. WATER/WASTEWATER MAIN REHABILITATION AND REPLACEMENT** - The city recognizes that deferred water/wastewater main rehabilitation and replacement increases future costs due to loss of potable water from water mains and inflow and infiltration into wastewater mains. Therefore, to ensure that the rehabilitation and replacement program is adequately funded, the City's goal will be to dedicate an amount equal to at least 1 % of the undepreciated value of infrastructure annually to provide for a water and wastewater main repair and replacement program.

**H. REPORTING** - Periodic financial reports will be prepared to enable the department managers to manage their capital budgets and to enable the finance department to monitor the capital budget as authorized by the City Manager.

## **VI. REVENUE MANAGEMENT**

**A. SIMPLICITY** - The city will strive to keep the revenue system simple which will result in a decrease of compliance costs for the taxpayer or service recipient and a corresponding decrease in avoidance to pay. The city will avoid nuisance taxes, fees, or charges as revenue sources.

**B. CERTAINTY** - An understanding of the revenue source increases the reliability of the revenue system. The city will try to understand its revenue sources, and enact consistent collection policies so that assurances can be provided that the revenue base will materialize according to budgets and plans.

**C. EQUITY** - The city will strive to maintain equity in the revenue system structure. That is, the city will seek to minimize or eliminate all forms of subsidization between entities, funds, services, utilities and customers. However, it is recognized that public policy decisions may lead to subsidies in certain circumstances, e.g., senior citizen property tax exemptions or partial property tax abatement.

**D. ADMINISTRATION** - The benefits of revenue will exceed the cost of producing the revenue. The cost of collection will be reviewed annually for cost effectiveness as a part of the indirect cost, and cost of services analysis.

**E. REVENUE ADEQUACY** - The city will require that there be a balance in the revenue system. That is, the revenue base will have the characteristic of fairness and neutrality as it applies to cost of service, willingness to pay, and ability to pay.

**F. COST/BENEFIT OF ABATEMENT** - The city will use due caution in the analysis of any tax, fee, or water and wastewater incentives that are used to encourage development. A cost/benefit (fiscal impact) analysis will be performed as a part of such analysis and presented to the appropriate entity considering using such incentive.

**G. DIVERSIFICATION AND STABILITY** - In order to protect the government from fluctuations in revenue source due to fluctuations in the economy, and variations in weather (in the case of water and wastewater), a diversified revenue system will be maintained.

**H. NON-RECURRING REVENUES** - One-time revenues will not be used for ongoing operations. Non-recurring revenues will be used only for non-recurring expenditures. Care will be taken not to use these revenues for budget balancing purposes.

**I. PROPERTY TAX REVENUES** - Property shall be assessed at 100% of the fair market value as appraised by the Collin County Central Appraisal District. Reappraisal and reassessment shall be done regularly as required by State law. A 100% collection rate will serve as a minimum for tax collection.

All delinquent taxes will be aggressively pursued, with delinquents greater than 150 days being turned over to the City Attorney or a private attorney, and a penalty assessed to compensate the attorney as allowed by State law, and in accordance with the attorney's contract. Annual performance criteria will be developed for the attorney regarding the collection of delinquent taxes.

**J. PARKS AND RECREATION 4B SALES TAX REVENUE** - Parks and Recreation 4B sales tax revenue shall supplement but not supplant the funding for the Parks and Recreation System in

the General Fund and the Recreation Center Department of the Parks and Recreation 4B Sales Tax Revenue Fund.

**K. USER-BASED FEES** - For services associated with a user fee or charge, the direct and indirect costs of that service will be offset by a fee where possible. There will be an annual review of fees and charges to ensure that fees provide adequate coverage of costs and services. User charges may be classed as "full cost recover," "partial costs recover," and "minimal cost recovery," based upon City Council policy.

**L. IMPACT FEES** - Impact fees will be imposed for water, wastewater, and transportation in accordance with the requirements of State law. The staff working with the particular impact fee shall prepare a semi-annual report on the capital improvement plans and fees. Additionally, the impact fees will be re-evaluated at least every three years as required by law.

**M. GENERAL AND ADMINISTRATIVE CHARGES** - A method will be maintained whereby the General Fund can impose a charge to the enterprise funds for general and administrative services (indirect costs) performed on the enterprise funds' behalf. The calculation will be based upon the percentage of personnel time and other resources attributed to the Enterprise Fund by each department of the General Fund. The details will be documented and said information will be maintained in the Finance Department for review.

**N. UTILITY RATES** - The city will review utility rates annually and, if necessary, adopt new rates to generate revenues required to fully cover operating expenditures, meet the legal restrictions of all applicable bond covenants, and provide for an adequate level of working capital needs. This policy does not preclude drawing down cash balances to finance current operations. However, it is best that any extra cash balance be used instead to finance capital projects.

**O. PARKS AND RECREATION 4B FUND BALANCE** - The Parks and Recreation 4B Fund Balance shall be established to protect property tax payers from excessive volatility caused by the fluctuations in the Parks and Recreation 4B sales tax revenue. It will be funded with revenues of the Parks and Recreation 4B Fund. The city's goal will be to maintain the Fund Balance at 25% of the annual Parks and Recreation 4B sales tax budgeted revenue.

**P. UTILITY FUND BALANCE** - The Utility Fund shall maintain a Fund Balance to protect ratepayers from excessive utility rate volatility. It may not be used for any other purpose. It will be funded with surplus revenues of the Utility Fund. The City's goal will be to maintain the Utility Fund Balance at 90 days of budgeted expenditures.

**Q. INTEREST INCOME** - Interest earned from investment of available monies, whether pooled or not, will be distributed to the funds in accordance with the operating and capital budgets which, wherever possible, will be in accordance with the equity balance of the fund from which monies were provided to be invested.

**R. REVENUE MONITORING** - Revenues actually received will be regularly compared to budgeted revenues and variances will be investigated. This process will be summarized in the appropriate budget report.

## **VII. EXPENDITURE CONTROL**

**A. APPROPRIATIONS** - The level of budgetary control is the department level budget in the General Fund, and the fund level in all other funds. When budget adjustments (i.e., amendments),

among departments and/or funds are necessary these must be approved by the City Council. Budget appropriation amendments at lower levels of control shall be made in accordance with the applicable administrative procedures.

**B. CONTINGENCY ACCOUNT EXPENDITURES** - The General Fund Contingency Account will be budgeted and approved by the City Council as a part of the budget process. The City Manager must approve all contingency account expenditures.

**C. VACANCY FUNDS** – Savings from position vacancies will be reviewed as a part of the midyear budget amendments and savings will be either allocated to other accounts by Council approval or become unbudgeted funds to add to the ending fund balance.

**D. CENTRAL CONTROL** - Significant vacancy (salary) and capital budgetary savings in any department will be centrally controlled by the City Manager.

**E. PURCHASING** - All purchases shall be made in accordance with the city's purchasing policies as defined in the Purchasing Manual. Authorization levels for appropriations previously approved by the City Council in the Operating Budget are as follows: Below Directors \$500.00, for Directors up to \$1,000, for Purchasing Agent up to \$3000.00, for Finance Director up to \$7,500.00. The City Manager can authorize expenditures over \$7,500.00 with any purchases exceeding \$50,000.00 to be approved by the City Council.

**F. PROFESSIONAL SERVICES** - Professional services contracts will be coordinated through the purchasing agent in compliance with statutory regulations.

**G. CONTRACT AUTHORITY** – By statute, contracts greater than or equal to \$50,000.00 must be approved by Council, after which either the Mayor or the City Manager may then sign any necessary documents. By ordinance, contracts less than \$50,000.00 may be authorized and signed by the City Manager, provided there is an appropriation for such contract. Signature authority for contracts equal to or less than \$1,000 has been delegated by the City Manager to the purchasing agent.

**H. PROMPT PAYMENT** - All invoices will be paid within 30 days of receipt in accordance with the prompt payment requirements of State law. Procedures will be used to take advantage of all purchase discounts where considered cost effective. However, payments will also be reasonably delayed in order to maximize the city's investable cash, where such delay does not violate the agreed upon terms.

**I. INFORMATION TECHNOLOGY** - Certain information technology acquisitions will be centrally funded from the Information Technology Division. Acquisitions from this division may include all related professional services costs for researching and/or implementing an information technology project. Annual funding for replacements and for new technology will be budgeted in the IS department with the exception of the Utility Fund. Additional funding above the base amount may be provided for major projects with available one-time sources including debt proceeds and/or grants.

**J. PREPAID EXPENDITURES** – Final determination of expenditure coding in the General Ledger will be assigned to the Finance Department. Expenditure coding must remain consistent. Purchased items must fit the description of the line item they are being charged to. Amounts of \$5,000 or more paid in advance or across budget years will be coded as prepaid items and charged

to the next budget year. Department Directors are responsible for budgeting and paying these items accordingly.

## **VIII. ASSET MANAGEMENT**

**A. INVESTMENTS** - The city's investment practices will be conducted in accordance with the City Council approved Investment Policies.

**B. CASH MANAGEMENT** - The city's cash flow will be managed to maximize the cash available to invest.

**C. INVESTMENT PERFORMANCE** - A monthly report on investment performance will be provided by the Finance Director to the City Manager for presentation to the City Council.

**D. FIXED ASSETS AND INVENTORY** - These assets will be reasonably safeguarded, properly accounted for, and prudently insured.

## **IX. FINANCIAL CONDITION AND RESERVES**

**A. NO OPERATING DEFICITS** - Current expenditures will be paid with current revenues. Deferrals, short-term loans, or one-time sources will be avoided as budget balancing techniques. Reserves will be used only for emergencies on non-recurring expenditures, except when balances can be reduced because their levels exceed guideline minimums.

**B. INTERFUND LOANS** - Non-routine interfund loans shall be made only in emergencies where other temporary sources of working capital are not available and with the approval of the City Council. At the time an interfund loan is considered, a plan to repay it prior to fiscal year end shall also be considered. A fund will only lend money that it will not need to spend for the next 365 days. A loan may be made from a fund only if the fund has ending resources in excess of the minimum requirement for the fund. Loans will not be made from the city's enterprise funds (Water/Wastewater, etc.), except for projects related to the purpose of the fund. Total interfund loans outstanding from a fund shall not exceed 15% of the target fund balance for the fund. If any interfund loan is to be repaid from the proceeds of a future debt issue, a proper reimbursement resolution will be approved at the time the loan is authorized.

### **C. FUND BALANCE POLICY**

1. Committed Fund Balance – The City Council is the City's highest level of decision-making authority and the formal action that is required to be taken to establish, modify, or rescind a fund balance commitment is a resolution approved by the Council at the City's Council meeting. The resolution must either be approved or rescinded, as applicable, prior to the last day of the fiscal year for which the commitment is made. The amount subject to the constraint may be determined in the subsequent period.

2. Assigned Fund Balance – The City Council has authorized the City Manager as the official authorized to assign fund balance to a specific purpose as approved by this fund balance policy.

3. Order of Expenditure of Funds – When multiple categories of fund balance are available for expenditure, the City will start with the most restricted category and spend those funds first before moving down to the next category with available funds.

4. Minimum General Fund Unassigned Fund Balance – It is the goal of the City to achieve and maintain an unassigned fund balance in the general fund equal to 25% of expenditures. The City considers a balance of less than 20% to be cause for concern, barring unusual or deliberate circumstances. If unassigned fund balance falls below the goal or has a deficiency, the City will appropriate funds in future budgets to replenish the fund balance based on a time table deemed adequate by the City Council.

5. Minimum Utility Fund Balance – The Utility Fund shall maintain a Fund Balance to protect ratepayers from excessive utility rate volatility. It will be funded with surplus revenues of the Utility Fund. The City’s goal will be to maintain the Utility Fund ending Fund Balance at 90 days of budgeted expenditures.

6. Minimum Parks and Recreation 4B Fund Balance – The Parks and Recreation 4B Fund Balance shall be established to protect property tax payers from excessive volatility caused by the fluctuations in the Parks and Recreation 4B sales tax revenue. It will be funded with revenues of the Parks and Recreation 4B Fund. The City’s goal will be to maintain the Parks and Recreation 4B Fund ending Fund Balance at 25% of budgeted 4B sales tax revenues.

**D. RISK MANAGEMENT PROGRAM** - The city will aggressively pursue every opportunity to provide for the public's and city employees' safety and to manage its risks.

**E. ENTERPRISE FUND SELF-SUFFICIENCY** - The city's enterprise funds' resources will be sufficient to fund operating and capital expenditures. The enterprise funds will pay (where applicable) their fair share of general and administrative expenses, in-lieu-of-property taxes and/or franchise fees. If an enterprise fund is temporarily unable to pay all expenses, then the City Council may waive general and administrative expenses, in-lieu-of-property taxes and/or franchise fees until the fund is able to pay them. The City Council may pay out-of-pocket expenses that a fund is temporarily unable to pay with interfund loans, to be repaid at a future date.

## **X. DEBT MANAGEMENT**

**A. GENERAL** - The city's borrowing practices will be conducted in accordance with the prudent industry practices and subject to City Manager approval.

**B. SELF-SUPPORTING DEBT** - When appropriate, self-supporting revenues will pay debt service in lieu of tax revenues.

**C. ANALYSIS OF FINANCING ALTERNATIVES** - The city will explore all financing alternatives in addition to long-term debt including leasing, grants and other aid, developer contributions, impact fees, and use of reserves or current monies.

**D. VOTER AUTHORIZATION** - The city shall obtain voter authorization before issuing General Obligation Bonds as required by law. Voter authorization is not required for the issuance of Revenue Bonds. However, the city may elect to obtain voter authorization for Revenue Bonds.

## **XI. STAFFING AND TRAINING**

**A. ADEQUATE STAFFING** - Staffing levels will be adequate for the fiscal functions of the city to function effectively. Overtime shall be used only to address temporary or seasonal demands that require excessive hours. Workload scheduling alternatives will be explored before adding staff.

**B. TRAINING** - The city will support the continuing education efforts of all financial staff including the investment in time and materials for maintaining a current perspective concerning financial issues. Staff will be held accountable for communicating, teaching, and sharing with other staff members all information and training materials acquired from seminars, conferences, and related education efforts.

**XII. GRANTS FINANCIAL MANAGEMENT**

**A. GRANT SOLICITATION** - The City Manager will be informed about available grants by the departments and will have final approval over which grants are applied for. The grants should be cost beneficial and meet the city's objectives.

**B. RESPONSIBILITY** - Departments will oversee the day to day operations of grant programs, will monitor performance and compliance, and will also keep the Finance Department and Purchasing informed of significant grant-related plans and activities. Departments will also report re-estimated annual revenues and expenses to the Finance Department as needed. Finance Department staff members will serve as liaisons with grantor financial management personnel, will prepare invoices, and will keep the books of account for all grants. All goods and services obtained through grants are subject to City purchasing policies and must be coordinated with the purchasing agent.

**XIII. ANNUAL REVIEW AND REPORTING**

**A.** These Policies will be reviewed administratively by the City Manager at least annually, and will be presented to the City Council by the Finance Department for confirmation of any significant changes.

**B.** The Finance Director will report annually to the City Manager on compliance with these policies.



# Wylie City Council

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## AGENDA REPORT

**Meeting Date:** September 27, 2016  
**Department:** Finance  
**Prepared By:** Linda Bantz  
**Date Prepared:** September 14, 2016

**Item Number:** C  
*(City Secretary's Use Only)*  
**Account Code:** \_\_\_\_\_  
**Budgeted Amount:** \_\_\_\_\_  
**Exhibits:** Investment Policy/Resolution

### Subject

Consider, and act upon, Resolution No. 2016-25(R) approving the current Investment Policy as required by the Texas Government Code, Chapter 2256, Public Funds Investment Act, Subchapter A – Authorized Investments for Governmental Entities.

### Recommendation

Motion to approve Resolution No. 2016-25(R) approving the current Investment Policy.

### Discussion

Texas Government Code requires that the governing body of an investing entity review its investment policy not less than annually. The governing body should adopt a written instrument by rule, order, ordinance, or resolution stating that it has reviewed the investment policy and that the written instrument so adopted shall record any changes made to the investment policy. No changes are currently being made to it.

**RESOLUTION NO. 2016-25(R)**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WYLIE, TEXAS, APPROVING THE CURRENT INVESTMENT POLICY, PROVIDING FOR SCOPE OF THIS POLICY, PROVIDING FOR INVESTMENT OBJECTIVES, PROVIDING FOR AN INVESTMENT COMMITTEE, PROVIDING FOR DELEGATION OF AUTHORITY, PROVIDING INVESTMENT STRATEGIES BY POOLED FUND GROUPS, PROVIDING FOR STANDARD OF CARE, PROVIDING FOR OTHER INVESTMENT GUIDELINES, PROVIDING FOR INVESTMENTS AUTHORIZED BY PUBLIC FUNDS INVESTMENT ACT AND INVESTMENTS UNAUTHORIZED BY THE CITY, PROVIDING FOR PORTFOLIO DIVERSIFICATION AND MATURITY LIMITS, PROVIDING FOR SELECTION OF BROKERS/DEALERS, PROVIDING FOR SELECTION OF DEPOSITORIES, PROVIDING FOR SAFEKEEPING AND CUSTODY, PROVIDING FOR RECORD KEEPING AND REPORTING, PROVIDING FOR ETHICS AND CONFLICTS OF INTEREST, PROVIDING FOR POLICY REVISIONS; AND MAKING VARIOUS FINDINGS AND PROVISIONS RELATED TO THE SUBJECT.**

**WHEREAS**, the Public Funds Investment Act, as amended, requires the City of Wylie to adopt the investment policy by rule, order, ordinance or resolution; and

**WHEREAS**, the Investment Policy was originally approved December 12, 2006; and

**WHEREAS**, the Investment Policy complies with the Texas Government Code, Chapter 2256, Public Funds Investment Act, Subchapter A – Authorized Investments for Governmental Entities and Subchapter B – Miscellaneous Provisions as amended, and authorizes the investment of City funds in safe and prudent investments.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WYLIE, TEXAS, THAT** the City of Wylie has complied with the requirements of the Public Funds Investment Act and the Investment Policy, attached hereto, is adopted as the investment policy of the City effective September 27, 2016.

**DULY PASSED AND APPROVED** by the City Council of the City of Wylie, Texas on this the 27<sup>nd</sup> day of September, 2016.

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Eric Hogue, Mayor

ATTESTED BY:

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Carole Ehrlich, City Secretary

**City of Wylie, Texas**  
**INVESTMENT POLICY**

**Adopted May 1995**  
**Revised December 2006**

# CITY OF WYLIE, TEXAS

## INVESTMENT POLICY

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# CITY OF WYLIE, TEXAS

## INVESTMENT POLICY

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### I. INTRODUCTION

Chapter 2256 of Title 10 of the Local Government Code (herein after referred to as the "Public Funds Investment Act") prescribes that each city is to adopt written rules governing its investment practices and to define the authority of the investment officer. The following Investment Policy addresses the methods, procedures, and practices which must be exercised to ensure effective and judicious fiscal management of the City's funds. This Policy shall not apply to the selection, retention or other issues concerning the depositories of the City's funds in demand deposits as provided under Chapter 105 of the Local Government Code.

### II. SCOPE

This Policy shall apply to the investment and management of all funds of the City under its control, other than those expressly excluded herein or by applicable law or valid agreement. This Policy shall not supersede the restrictions on investment and use applicable to any specific fund and, in the event of any conflict between this Policy and the requirements of any fund subject hereto, the specific requirement applicable to such fund shall be followed as well as all other provisions of this Policy other than those in conflict. The Employees Deferred Compensation Agency Fund is excluded from coverage under this Policy.

In order to make effective use of the City's resources, all monies shall be pooled into one bank account, except for those monies required to be accounted for in other bank accounts as stipulated by applicable laws, bond covenants or contracts. The bank account will be maintained by pooled fund group for purposes of implementing pooled fund strategies and reporting. The income derived from this pooled investment account shall be distributed by fund in accordance with the City's internal procedures.

### III. OBJECTIVES

The City's principal investment objectives, in order of priority, are listed below.

**Safety.** The primary objective of the City's investment activity is the preservation of principal (capital) in the overall portfolio. Each investment transaction shall seek first to ensure that capital losses are avoided, whether the loss occurs from the default of a security or from erosion of market value.

**Liquidity.** The City's investment portfolio will remain sufficiently liquid to enable the City to meet operating requirements that might be reasonably anticipated. Liquidity shall be achieved by matching investment maturities with forecasted cash flow requirements, by investing in securities with active secondary markets, and by using state or local investment pools.

**Diversification.** The governing body recognizes that in a diversified portfolio, occasional measured losses due to market volatility are inevitable, and must be considered within the context of the overall portfolio's return, provided that adequate diversification has been implemented. Therefore, assets held in the common investment portfolio shall be diversified to eliminate the risk of loss resulting from one concentration of assets in a specific maturity, a specific issuer or a specific class of securities.

**Yield.** The investment portfolio goal (benchmark) against which the yield is compared will be established from time to time by the Finance Director. Recommendations by the Investment Committee will be considered when the performance measure is being established. Efforts to seek higher than the above goal must be consistent with risk limitations identified in this policy and prudent investment principles. The City's investment portfolio shall be designed with the objective of attaining a rate of return which is consistent with the risk limitations and cash flow characteristics of the City's investments.

### IV. INVESTMENT COMMITTEE

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# CITY OF WYLIE, TEXAS

## INVESTMENT POLICY

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An investment committee consisting of the City Attorney, City Manager and Director of Finance will meet on a quarterly basis. The Investment Committee shall be authorized to invite advisors to the meetings as needed.

The investment officer will present a brief report of investment activities to the Investment Committee. The primary objectives of the committee will be to

- (1) make recommendations regarding investment strategies
- (2) approve a list of authorized brokers, dealers, banks, savings and loans, credit unions, and pools
- (3) recommend a list of authorized training sources for the state mandated investment training and
- (4) monitor program results.

The committee shall include in its deliberations such topics as performance reports, economic outlook, portfolio diversification, maturity structure, potential risk to the city's funds, and the target rate of return on the investment portfolio. The Investment Committee shall provide for minutes of its meetings.

### **V. DELEGATION OF AUTHORITY**

Management responsibility for the investment program is delegated by the City Council to the City Manager who will designate the Finance Director as Investment Officer (hereinafter referred to as the "Director"). The Director's authority will at all times be limited by conformance with all Federal regulations, State of Texas statutes and other legal requirements including the City Charter and City Ordinances, including this Policy.

The Director shall develop and maintain written administrative procedures for the operation of the investment program consistent with this Policy. The controls shall be designed to prevent, identify and control losses of public funds arising from deviation from this Policy, fraud, employee error, and

misrepresentation by third parties, or imprudent actions by employees and officers of the City.

With written approval from the City Manager, the Director may delegate any phase of the investment management program to members of the City staff. Such approval shall state specifically the functions such person is authorized to perform or that the person is authorized to perform all activities of the Director under this Policy. The Director shall obtain and maintain, at the City's expense, fidelity bonds for himself and each of his designees in amounts determined adequate by the Director (which shall not be less than five percent of the amounts subject to this Policy) for each fiscal year as shown by the approved budget. No person may engage in an investment transaction except as provided under the terms of this Policy and the internal procedures established by the Director. A current list of persons authorized to transact investment business and wire funds on behalf of the City shall be maintained by the Director.

At the discretion of either the City Manager or the Director and in any event upon the termination or reassignment of any member of the Director's staff authorized to conduct transactions for the City pursuant to this Policy, the authority of such person shall be revoked and such revocation of authority shall be immediately communicated by the Director orally and in writing to each and every depository, broker/dealer, investment advisor, custodian and other agency or entity with whom the City has any existing or continuing relationship in the management of its investments.

### **VI. INVESTMENT STRATEGY**

The City of Wylie maintains a pooled investment portfolio. The pooled portfolio utilizes specific investment strategies designed to address the unique characteristics of the pooled investment portfolio. The pooled investment portfolio includes Operating Funds, Debt Service Funds, Debt Service Reserve Funds, Capital Projects and Special Purpose Funds.

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# CITY OF WYLIE, TEXAS

## INVESTMENT POLICY

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Investment strategies for these different groups are detailed below.

(1) Investment strategies for operating, debt service, capital project, and special purpose funds have as their primary objective to assure that anticipated cash outflows are matched with adequate investment liquidity. The secondary objective is to create a portfolio structure which will experience minimal volatility during economic cycles.

(2) The investment strategy for the debt service reserve funds shall have as the primary objective the ability to generate a dependable revenue stream from securities with a low degree of volatility. Securities should be of high quality, with short to intermediate term maturities. Except as may be required by a bond ordinance, securities should be of high quality with short to intermediate-term maturities.

### **VII. STANDARD OF CARE**

Investments shall be made with judgment and care, under prevailing circumstances, that a person of prudence, discretion, and intelligence would exercise in the management of the person's own affairs, not for speculation, but for investment, considering the probable safety of capital and the probable income to be derived. Investment of funds shall be governed by the following investment objectives, in order of priority:

- (1) preservation and safety of principal;
- (2) liquidity; and
- (3) diversification; and
- (4) yield.

In determining whether an investment officer has exercised prudence with respect to an investment decision, the determination shall be made taking into consideration:

- (1) the investment of all funds, or funds under the City's control, over which the officer had responsibility rather than a consideration as to the prudence of a single investment; and
- (2) whether the investment decision was consistent with the written investment policy of the City.

The Director and his staff shall recognize that the investment activities of the City are a matter of public record. Therefore, all participants in the investment process shall seek to act responsibly as custodians of the public trust. Investment officials shall avoid any transactions that might impair public confidence in the City's ability to govern effectively.

### **VIII. INVESTMENTS AUTHORIZED BY THE CITY OF WYLIE**

Authorized investments for municipal governments in the State of Texas are set forth in the Public Funds Investment Act, as amended (Section 2256.009-2256.019, Government Code). However, suitable investments for the City of Wylie are limited to the following.

- (1) Direct obligations of the United States or its agents and instrumentalities with a stated maturity of 5 years or less.
- (2) Certificates of deposit issued in the State of Texas with a maximum maturity of 2 years or less and insured by the Federal Deposit Insurance Corporation.
- (3) Fully collateralized direct repurchase agreements with a defined termination date of 2 years or less which are secured by obligations of the United States or its agencies and instrumentalities and pledged with a third party in the City's name. The agreement must be placed through a primary government securities dealer, as defined by the Federal Reserve, or by a financial institution doing business in the State of Texas. Each issuer of

# CITY OF WYLIE, TEXAS

## INVESTMENT POLICY

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repurchase agreements shall be required to sign a master repurchase agreement.

(4) Approved investment pools as described in Section 2256.016 which are continuously rated no lower than AAA, AAA-m or an equivalent rating by at least one nationally recognized rating agency and have a weighted average maturity no greater than 90 days.

### IX. OTHER INVESTMENT GUIDELINES

The City seeks active management of its portfolio assets. In order to meet the objectives of this Policy, the City may from time to time sell securities that it owns in order to better position its portfolio assets. Sales of securities prior to maturity shall be documented and approved by the Director before such a transaction is consummated. Sales of securities yielding net proceeds less than 92% of the book value of the securities must be approved in advance and in writing by the City Manager. Three examples of situations involving the sale of securities prior to maturity are

- (1) swap - to sell an investment to realize a capital gain,
- (2) To better position selected investments due to a change in market conditions,
- (3) To react to emergency liquidity demands.

Each investment transaction must be based upon competitive quotations received from at least three broker/dealers who have been approved by the City in accordance with Texas law.

The purchase and sale of all securities shall be on a delivery versus payment or payment versus delivery basis (i.e., for securities purchases, monies will not be released by the City's safekeeping bank until securities are received at the Federal Reserve Bank for further credit to the City's safekeeping bank. In the case of securities sales, monies will be received by the City's safekeeping bank via the Federal

Reserve Bank as the securities are simultaneously released to the purchaser). In this manner the City will always have possession of either its securities or its monies.

### X. DIVERSIFICATION AND MATURITY LIMITS

It is the policy of the City to avoid concentration of assets in a specific maturity, a specific issue, or a specific class of securities, with the exception of U.S. Treasury issues. The asset allocation in the portfolio should, however, be flexible depending upon the outlook for the economy and the securities markets.

The City will not exceed the following maximum limits as a percentage of the total portfolio for each of the categories listed below:

Investment Category	Max. % of Portfolio	Max. Maturity
Obligations of the United States or its agencies and instrumentalities.	100%	5 years
Certificates of Deposit	25%	18 mon.
Repurchase Agreements NOT Reverse Repurchase Agreements	100%	2 years

The Director shall evaluate how each security purchased fits into the City's overall investment strategy.

At all times the City shall maintain 10 percent of its total investment portfolio in instruments maturing in 90 days or less. The weighted average maturity of all securities and certificates of deposit in the City's total investment portfolio at any given time (not including cash or demand deposits) shall not exceed 2 years.

### XI. SELECTION OF BROKERS/DEALERS

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# CITY OF WYLIE, TEXAS

## INVESTMENT POLICY

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The City shall maintain a list of broker/dealers and financial institutions which have been approved for investment purposes by the investment committee. (For the purpose of this investment policy, Broker/dealer will be used to refer to any brokerage firm, bank, investment pool, or financial institution with which the City does investment business). Securities may only be purchased from those authorized institutions and firms. The authorized broker/dealers will be reviewed at least annually. To be eligible, a broker/dealer must meet at least one of the following criteria: 1) be recognized as a Primary Dealer as defined by the New York Federal Reserve Market Reports Division; or 2) complies with Securities and Exchange Commission Rule 15C3-1, the Uniform Net Capital Requirement Rule. If the City's depository bank also provides custodial and safekeeping services for the City, the bank may not be included as an authorized broker/dealer for the City, however (Non- negotiable Certificate of Deposits are exempt from this policy).

Broker/dealers will be selected and recommended to the investment committee by the Director on the basis of their financial stability, expertise in cash management and their ability to service the City's account. Each broker/dealer that has been authorized by the City shall be required to submit and annually update a Broker/Dealer Information Request form which includes the firm's most recent financial statements. The Director shall maintain a file which includes the most recent Broker/Dealer Information Request forms submitted by each firm approved for investment purposes. A copy of the submitted Broker/Dealer Information Request forms as well as a list of those broker/dealers approved by the City shall be maintained by the Director (See Appendix A).

The City of Wylie will provide all approved securities dealers with a copy of the City's Investment Policy. A principal in the firm must execute a written statement acknowledging receipt and review of the policy and a statement acknowledging that reasonable procedures and controls have been implemented to preclude

imprudent investment activities being conducted between the entity and the securities firm (See Appendix B).

All approved broker/dealer firms must have a completed City of Wylie broker/dealer questionnaire, investment policy, written acknowledgment per above guidelines, executed master repurchase agreement, if applicable, and current financial information on file. Certification language should be mutually acceptable to both parties. An investment officer of the City may not buy any securities from a person who has not delivered to the City an instrument substantially in the form provided by this policy.

The Director shall review the quality of service and financial stability of each broker/dealer and financial institution approved under this Section at least annually. Any approved broker/dealer or financial institution may be removed from the list of approved broker/dealers with the approval of the Director, if in the opinion of the Director, the firm has not performed adequately or its financial position is considered inadequate.

### **XII. SAFEKEEPING AND CUSTODY**

Investment securities purchased for the City will be delivered by either book entry or physical delivery and shall be held in third-party safekeeping by a Federal Reserve Member financial institution designated as the City's safekeeping and custodian bank. The City may designate more than one custodian bank. The City shall execute a Safekeeping Agreement with each bank prior to utilizing the custodian's safekeeping services. Only a state or national bank located within the State of Texas may be utilized as a custodian of securities pledged to secure certificates of deposit. The safekeeping agreement must provide that the safekeeping bank will immediately record and promptly issue and deliver a signed safekeeping receipt showing the receipt and the identification of the security, as well as the City's interest.

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# CITY OF WYLIE, TEXAS

## INVESTMENT POLICY

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The Director shall maintain a list of designated custodian banks and a copy of the Safekeeping Agreement executed with each custodian bank.

The City must approve release of securities in writing prior to their removal from the custodial account. A telephone facsimile of a written authorization shall be sufficient if the custodian orally confirms receipt of the transmission and an exact copy of the document is retained in the City's files. In no event shall the custodial bank be an authorized depository bank, issuer of repurchase agreements in which the City invests or broker/dealer of securities on behalf of the City.

All securities shall be confirmed in the name of the City and delivered to an approved custodial bank or carried at a Federal Reserve Bank in the name of the City. The Custodian shall not otherwise deposit purchased or pledged securities. All book entry securities owned by the City shall be evidenced by a safekeeping receipt issued to the City and signed by the appropriate officer at the custodian bank stating that the securities are held in the Federal Reserve System in a CUSTOMER ACCOUNT naming the City as the "customer." In addition, the custodian bank will, when requested, furnish a copy of the delivery advice received by the custodian bank from the Federal Reserve Bank.

All certificated securities (those transferred by physical delivery) shall: 1) be held by an approved custodian bank or any correspondent bank in New York City approved by the Director; and 2) the correspondent bank or the City's safekeeping bank shall issue a safekeeping receipt to the City evidencing that the securities are held by the correspondent bank for the City.

The original safekeeping receipt for each transaction including purchased securities under a repurchase agreement and collateral securing deposits will be forwarded to the Director or his designee and held in a secured file by the City.

### **XIII. RECORD KEEPING AND REPORTING**

A record shall be maintained of all bids and offerings for securities transactions in order to ensure that the City receives competitive pricing. All transactions shall be documented by the person authorizing the transaction in a form that shows that person's name, the party instructed to execute the transaction, the date, a description of the transaction and a brief statement of the reason(s) for the transaction.

At least annually, the Director shall verify that all securities purchased by or pledged to the City are on hand in appropriate form. The City, in conjunction with its annual financial audit, shall perform a compliance audit of management controls on investments and adherence to the City's established investment policies.

Each depository of the City's funds shall maintain separate, accurate and complete records relating to all deposits of the City's funds, the securities pledged to secure such deposits and all transactions relating to the pledged securities. Each approved custodian shall maintain separate, accurate and complete records relating to all securities received on behalf of the City, whether pledged, purchased or subject to repurchase agreement, as well as all transactions related to such securities. In addition, each depository shall file all reports required by the Texas State Depository Board. Each depository and custodian shall agree to make all the records described in this paragraph available to the Director or designee and the City's auditors at any reasonable time.

All broker/dealers, custodians, depositories and investment advisors shall maintain complete records of all transactions that they conducted on behalf of the City and shall make those records available for inspection by the Director or other representatives designated by the City Council or City Manager.

All sales of securities for less than the book value of the security shall be approved by the Director. Sales of securities for less than 92 percent of the book

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# CITY OF WYLIE, TEXAS

## INVESTMENT POLICY

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value of the securities must be approved by both the City Manager and the Director.

An investment report shall be prepared by the Director and signed by each officer and employee of the City authorized to conduct any of the City's investment activity, on a annual basis listing all of the investments held by the City, beginning and ending market value for period, the current market valuation of the investments and transaction summaries, including a detailed list of the gains and losses recognized. The market value will be determined by: (1) written reports such as the Wall Street Journal; (2) on-line services such as Bloomberg; or (3) through a primary dealer or national bank that is independent of the specific security being valued. The report must state the pooled fund group for each asset/security. The report shall explain the total investment return during the previous quarter and compare the portfolio's performance to other benchmarks of performance. If invested in securities, the City's audit firm must review the quarterly reports annually and the result of the review shall be reported to the City Council by that auditor.

Within 90 days after the end of the City's fiscal year, the Director shall prepare, sign and deliver to the City Manager and the City Council an annual report on the City's investment program and investment activity which has also been signed by each officer and employee of the City authorized to conduct any of the City's investment activity. The annual report shall include full year investment returns. Such annual report shall include an analysis of the compliance with this Policy as well as changes in the applicable laws and regulations during the previous year and may include any other items of significance related to the investment program. The annual investment report will be reviewed as a part of the annual audit.

### **XIV. ETHICS AND CONFLICTS OF INTEREST**

Officers and employees of the City involved in the investment process shall refrain from personal business activity that involves any of the City's approved custodians, depositories, broker/dealers or investment advisors. Employees and officers shall not utilize investment advice concerning specific securities or classes of securities obtained in the transaction of the City's business for personal investment decisions, shall in all respects subordinate their personal investment transactions to those of the City, particularly with regard to the timing of purchases and sales and shall keep all investment advice obtained on behalf of the City and all transactions contemplated and completed by the City confidential, except when disclosure is required by law.

An investment officer of the City who has a personal business relationship with an organization seeking to sell an investment to the City shall file a statement disclosing that personal business interest. An investment officer who is related within the second degree by affinity or consanguinity to an individual seeking to sell an investment to the City shall file a statement disclosing that relationship. A statement required under this subsection must be filed with the Texas Ethics Commission and the governing body of the City.

### **XV. POLICY REVISIONS**

This Investment Policy will be reviewed at least annually by the City Attorney, City Manager and Director of Finance and revised when necessary. All revisions shall be approved by the City Council.

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# Wylie City Council

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## AGENDA REPORT

Meeting Date: September 27, 2016  
Department: Finance  
Prepared By: Finance  
Date Prepared: September 12, 2016

Item Number: D  
*(City Secretary's Use Only)*  
Account Code: \_\_\_\_\_  
Budgeted Amount: \_\_\_\_\_  
Exhibits: Investment Report

### Subject

Consider, and place on file, the City of Wylie Monthly Investment Report for August 31, 2016.

### Recommendation

Motion to accept and place on file, the City of Wylie Monthly Investment Report for August 31, 2016.

### Discussion

The Finance Department has prepared the attached reports for the City Council as required by the City Charter.

# City Of Wylie

## 2015-2016 Investment Report August 31, 2016

**Money Market Accounts:**  
**Certificates of Deposit:**  
**Treasury Bills:**  
**Treasury Notes:**  
**Government Agency Notes:**

MMA
CCD
T-Bills
T-Notes
AN

Invest. Number	Principal Amount	Type Of Security	Interest Rate	Issuer	Purchase Date	Maturity Date
1	\$14,572,969.83	MMA	0.3737%	Texpool	12/31/2006	NA
2	\$15,095,849.64	MMA	0.3990%	TexStar	3/15/2011	NA
	\$29,668,819.47					

**Total**

**Weighted Average Coupon:**  
**Weighted Average Maturity (Days):**

0.3866%
1.00

**Money Markets:**  
**Certificates of Deposits:**

\$29,668,819.47
\$0.00
\$29,668,819.47



# Wylie City Council

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## AGENDA REPORT

**Meeting Date:** September 27, 2016  
**Department:** Finance  
**Prepared By:** Finance  
**Date Prepared:** September 12, 2016

**Item Number:** E  
*(City Secretary's Use Only)*  
**Account Code:** \_\_\_\_\_  
**Budgeted Amount:** \_\_\_\_\_  
**Exhibits:** Revenue and Expenditure  
Monthly Report

### Subject

Consider, and place on file, the City of Wylie Monthly Revenue and Expenditure Report for August 31, 2016.

### Recommendation

Motion to accept and place on file, the City of Wylie Monthly Revenue and Expenditure Report for August 31, 2016.

### Discussion

The Finance Department has prepared the attached reports for the City Council as required by the City Charter.

**CITY OF WYLIE**  
**MONTHLY FINANCIAL REPORT**  
**August 31, 2016**

ACCOUNT DESCRIPTION	ANNUAL BUDGET 2015-2016	CURRENT MONTH ACTUAL 2015-2016	YTD ACTUAL 2015-2016	YTD ACTUAL AS A PERCENT OF BUDGET	Benchmark 91.67%
<b>GENERAL FUND REVENUE SUMMARY</b>					
TAXES	23,439,014	559,136	22,737,564	97.01%	<b>A</b>
FRANCHISE FEES	2,671,000	178,239	2,454,289	91.89%	
LICENSES AND PERMITS	746,000	68,232	989,246	132.61%	
INTERGOVERNMENTAL REV.	920,464	180,761	811,741	88.19%	<b>B</b>
SERVICE FEES	3,225,000	320,817	3,031,932	94.01%	
FINES AND FORFEITURES	660,832	38,446	459,413	69.52%	<b>C</b>
INTEREST INCOME	5,000	3,640	30,082	601.64%	
MISCELLANEOUS INCOME	166,000	11,928	232,083	139.81%	
OTHER FINANCING SOURCES	2,054,050	5,396	4,126,246	200.88%	<b>D</b>
<b>REVENUES</b>	<b>33,887,360</b>	<b>1,366,595</b>	<b>34,872,596</b>	<b>102.91%</b>	
USE OF FUND BALANCE	972,783	NA	NA	NA	<b>E</b>
USE OF CARRY-FORWARD FUNDS	58,907	NA	NA	NA	
<b>TOTAL REVENUES</b>	<b>34,919,050</b>	<b>NA</b>	<b>NA</b>	<b>NA</b>	
<b>GENERAL FUND EXPENDITURE SUMMARY</b>					
CITY COUNCIL	90,796	4,649	62,879	69.25%	
CITY MANAGER	839,397	60,616	712,764	84.91%	
CITY SECRETARY	276,747	19,049	234,999	84.91%	
CITY ATTORNEY	147,000	0	61,912	42.12%	
FINANCE	1,034,650	104,095	921,187	89.03%	
FACILITIES	883,614	86,701	671,519	76.00%	
MUNICIPAL COURT	378,177	28,918	318,551	84.23%	
HUMAN RESOURCES	285,112	21,370	239,239	83.91%	
PURCHASING	134,410	11,116	111,412	82.89%	
INFORMATION TECHNOLOGY	1,279,971	68,942	996,885	77.88%	
POLICE	8,821,840	745,959	7,572,668	85.84%	
FIRE	7,276,696	610,846	5,997,263	82.42%	
EMERGENCY COMMUNICATIONS	1,435,698	88,938	1,137,191	79.21%	
ANIMAL CONTROL	646,373	34,917	525,643	81.32%	
PLANNING	545,503	43,465	464,264	85.11%	
BUILDING INSPECTION	449,137	32,272	324,184	72.18%	
CODE ENFORCEMENT	236,789	16,333	175,471	74.10%	
STREETS	2,343,225	108,964	1,881,709	80.30%	
PARKS	2,415,217	152,834	1,818,983	75.31%	
LIBRARY	1,731,886	120,913	1,463,398	84.50%	
COMBINED SERVICES	4,294,171	322,107	3,837,179	89.36%	
<b>TOTAL EXPENDITURES</b>	<b>35,546,409</b>	<b>2,683,004</b>	<b>29,529,300</b>	<b>83.07%</b>	
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	<b>-627,359</b>	<b>-1,316,409</b>	<b>5,343,294</b>	<b>19.83%</b>	

- A. Property Tax Collections for FY15-16 as of August 31 are 100.998%, in comparison to FY14-15 for the same time period of 100.60%.
- B. Intergovernmental Rev: The majority of intergovernmental revenues come from WISD reimbursements and Fire Services which are billed quarterly.
- C. Fines and Forfeitures: The Court Fines budget was significantly increased for FY15-16. Actual revenues are up 31% compared to this time last year.
- D. Other Financing Sources includes the annual transfer from the Utility Fund and insurance proceeds related to the recent hail storm.
- E. Use of Fund Balance: For Replacement/New Fleet & Equipment and Transfer to Debt Service.

# CITY OF WYLIE

## MONTHLY FINANCIAL REPORT

August 31, 2016

ACCOUNT DESCRIPTION	ANNUAL BUDGET 2015-2016	CURRENT MONTH ACTUAL 2015-2016	YTD ACTUAL 2015-2016	YTD ACTUAL AS A PERCENT OF BUDGET	Benchmark 91.67%
<b>UTILITY FUND REVENUE SUMMARY</b>					
SERVICE FEES	12,690,000	1,522,717	11,780,871	92.84%	
INTEREST INCOME	1,500	1,445	10,465	697.68%	
MISCELLANEOUS INCOME	57,000	8,726	115,051	201.84%	
OTHER FINANCING SOURCES	101,200	0	229,213	226.50%	F
<b>REVENUES</b>	<b>12,849,700</b>	<b>1,532,888</b>	<b>12,135,600</b>	<b>94.44%</b>	
USE OF FUND BALANCE	113,100	NA	NA	NA	G
USE OF CARRY-FORWARD FUNDS	235,000	NA	NA	NA	
<b>TOTAL REVENUES</b>	<b>13,197,800</b>	<b>NA</b>	<b>NA</b>	<b>NA</b>	
<b>UTILITY FUND EXPENDITURE SUMMARY</b>					
UTILITY ADMINISTRATION	480,006	18,843	349,144	72.74%	
UTILITIES - WATER	1,860,373	116,478	1,431,724	76.96%	
CITY ENGINEER	564,635	43,595	415,467	73.58%	
UTILITIES - SEWER	720,733	37,705	497,986	69.09%	
UTILITY BILLING	303,604	21,394	274,156	90.30%	
COMBINED SERVICES	12,154,742	763,917	10,735,602	88.32%	
<b>TOTAL EXPENDITURES</b>	<b>16,084,093</b>	<b>1,001,932</b>	<b>13,704,079</b>	<b>85.20%</b>	
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	<b>-2,886,293</b>	<b>530,956</b>	<b>-1,568,479</b>	<b>9.24%</b>	
F. Other Financing Sources includes insurance proceeds related to the hail storm.					
G. Use of Fund Balance: Includes Hardware/Software to implement the GIS program.					



# Wylie City Council

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## AGENDA REPORT

**Meeting Date:** September 27, 2016  
**Department:** Planning  
**Prepared By:** Renaë' Ollie  
**Date Prepared:** September 12, 2016

**Item Number:** F  
*(City Secretary's Use Only)*  
**Account Code:** \_\_\_\_\_  
**Budgeted Amount:** \_\_\_\_\_  
**Exhibits:** 1

### Subject

Consider, and act upon, approval of a Final Plat for Bozman Farm Estates Phase 5B Addition, creating 74 residential lots and 4 open space lots on 21.874 acres, generally located south of Bozman Farm Estates Phase 3, north of Beaver Creek Rd.

### Recommendation

Motion to approve a Final Plat for Bozman Farm Estates Phase 5B Addition, creating 74 residential lots and 4 open space lots on 21.874 acres, generally located south of Bozman Farm Estates Phase 3, north of Beaver Creek Rd.

### Discussion

**OWNER: DEVELOPMENT SOLUTIONS BZ, INC.**

**ENGINEER: RIDINGER ASSOC., INC.**

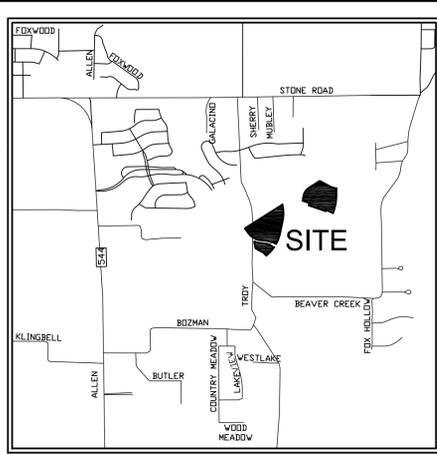
The purpose of the plat is to create 74 single-family residential lots and four open space lots on 21.874 acres. The property is part of an overall Planned Development Ordinance 2002-52.

This plat is the second part of an adjustment to a previously approved 193 lot plat from July of 2015. The first adjustment, Phase 5A, included 119 lots and an amended amenity center lot and is shown in gray on this plat. That plat was approved in April 2016. This plat, Phase 5B, is the remaining 74 lots of the original plat bringing the total to 193 lots for these two phases.

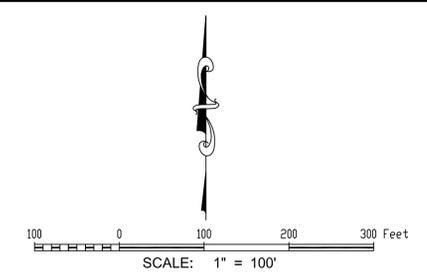
The four open space lots are labeled with an "X". All open space will be owned and maintained by the HOA.

This Final Plat complies with all applicable technical requirements of the City of Wylie and substantially conforms to the adopted PD provisions.

The Commission voted 6-0 to recommend approval of the request subject to additions and/or alterations to the engineering plans as required by the Engineering Department.



VICINITY MAP : 1" = 2000'



**NOTES:**

- All iron rods found are 1/2 inch unless otherwise noted. All iron rods set are 1/2 inch with a yellow cap stamped "Arthur Surveying Company".
- Bearings shown are based on Texas State Plane Coordinate System, NAVD 88 (U.S. Feet) with a combined scale factor of 1.00015271.
- Selling a portion of this addition by metes and bounds is a violation of City Ordinance and State Law and is subject to fines and withholding of utilities and building permits.
- There shall be a 10 foot Utility Easement along all rights-of-way unless otherwise noted.
- 20 foot Drainage Easements, to be filed by separate instrument, shall be owned and maintained by the owner of the property on which the easement is located.

LINE	BEARING	DISTANCE
L1	N67°49'55"W	50.01'
L2	N18°28'39"E	47.92'
L3	N70°06'01"W	13.68'
L4	N11°52'04"E	43.35'
L5	N28°35'34"E	14.93'
L6	N88°11'06"E	30.68'
L7	N03°41'29"E	23.16'
L8	S30°11'47"E	13.25'
L9	N60°46'24"W	73.00'
L10	N71°36'46"W	13.75'
L11	S71°09'07"W	15.00'
L12	S16°57'29"E	12.29'
L13	S59°20'00"E	13.55'
L14	S54°35'04"E	73.00'
L15	N76°40'35"E	11.53'
L16	N78°20'41"E	8.48'
L17	N79°09'43"W	25.91'
L18	S76°05'55"E	24.11'
L19	S27°45'06"W	35.03'
L20	N68°46'04"E	25.33'
L21	N18°28'39"E	14.05'
L22	N89°57'43"E	49.96'
L23	S32°08'23"E	15.00'
L24	N80°47'33"W	14.20'
L25	N11°44'51"E	13.89'
L26	S56°52'04"W	14.14'
L27	N33°07'56"W	14.14'
L28	S69°04'43"W	13.55'
L29	N07°01'08"E	13.45'
L30	N14°22'18"W	15.80'
L31	N78°05'16"W	14.35'
L32	N05°44'33"E	12.31'
L33	S58°07'42"W	17.22'
L34	N83°05'40"W	15.51'
L35	S39°45'25"E	14.52'
L36	N50°33'05"E	13.68'
L37	S32°14'54"E	21.06'
L38	S32°14'54"E	20.21'
L39	S29°35'33"E	14.01'
L40	S58°24'51"W	13.83'
L41	N56°52'47"E	14.16'
L42	N30°17'14"W	13.42'
L43	N88°37'21"E	18.81'
L44	S28°01'14"E	14.51'
L45	N60°56'35"E	13.88'
L46	S44°45'03"E	14.07'
L47	S44°57'43"W	14.14'

CURVE	LENGTH	RADIUS	DELTA	CHORD
C1	43.63'	135.00'	18°30'56"	S80°46'49"E 43.44'
C2	58.55'	610.00'	5°29'59"	S02°42'42"W 58.53'
C3	5.78'	10.00'	33°06'31"	N51°13'07"E 5.70'
C4	7.35'	10.00'	42°06'05"	S50°28'18"E 7.18'
C5	69.48'	1057.50'	3°45'51"	N84°42'43"W 69.46'
C6	26.57'	997.50'	1°31'34"	S21°33'44"W 26.57'
C7	9.19'	570.00'	0°55'26"	N18°00'56"E 9.19'
C8	69.94'	472.50'	8°28'51"	N72°18'22"W 69.87'
C9	175.81'	912.50'	11°02'20"	N82°03'58"W 175.54'
C10	366.59'	407.50'	51°32'38"	N61°48'49"W 354.35'
C11	178.82'	472.50'	21°41'03"	S76°44'36"E 177.76'
C12	163.28'	847.50'	11°02'20"	S82°03'58"E 163.03'
C13	48.27'	407.50'	6°41'11"	N73°09'12"W 48.24'
C14	75.96'	545.00'	7°59'09"	N13°31'06"E 75.90'
C15	37.33'	280.00'	7°38'22"	N75°20'32"W 37.31'
C16	39.93'	500.00'	4°34'33"	S73°48'38"E 39.92'
C17	53.83'	280.00'	11°00'57"	S67°15'35"W 53.75'
C18	77.07'	280.00'	15°46'15"	S10°35'32"W 76.83'
C19	90.48'	280.00'	18°30'56"	S80°46'49"E 90.09'
C20	4.02'	10.00'	23°03'21"	N46°13'26"E 4.00'
C21	13.22'	10.00'	75°43'37"	N84°23'05"W 12.28'
C22	18.54'	280.00'	3°47'36"	S55°51'18"W 18.53'
C23	81.86'	280.00'	16°45'05"	S20°14'36"W 81.57'
C24	41.47'	280.00'	8°29'06"	S87°04'21"E 41.43'
C25	81.73'	280.00'	16°43'30"	N20°13'49"E 81.44'
C26	37.71'	860.00'	2°30'44"	S48°32'11"W 37.70'

The following open space lots shall be owned and maintained by the Homeowners Association (HOA) and shall comply to City of Wylie ordinances.

**OPEN SPACE LOTS:**

- Lot 15X, Block A
- Lot 16X, Block A
- Lot 6X, Block B
- Lot 3X, Block D

**LEGEND:**

- I.R.F. - IRON ROD FOUND
- I.R.S. - IRON ROD SET
- C.M. - CONTROLLING MONUMENT
- R.O.W. - RIGHT-OF-WAY
- P.O.B. - POINT OF BEGINNING
- N.T.S. - NOT TO SCALE
- O.P.R.C.C.T. - OFFICIAL PUBLIC RECORDS, COLLIN COUNTY, TEXAS
- P.R.C.C.T. - PLAT RECORDS, COLLIN COUNTY, TEXAS
- H.O.A. - HOME OWNERS ASSOCIATION
- C.C.B. - COUNTY CLERK'S NUMBER
- B.L. - BUILDING LINE
- U.E. - UTILITY EASEMENT
- W.M.E. - WALL MAINTENANCE ESMT.
- D.U.E. - DRAINAGE & UTILITY ESMT.
- D.E. - DRAINAGE EASEMENT
- P.O.E. - PRIVATE DRAINAGE EASEMENT
- V.E. - VISIBILITY EASEMENT
- P.O.B. - POINT OF BEGINNING
- P.O.C. - POINT OF COMMENCING
- ◆ DENOTES STREET NAME CHANGE
- 1/2" IRON ROD SET CAPPED "ASC" UNLESS OTHERWISE DENOTED

**PRELIMINARY**

THIS DOCUMENT SHALL NOT BE RECORDED FOR ANY PURPOSE AND SHALL NOT BE VIEWED OR RELIED UPON AS A FINAL SURVEY DOCUMENT DATED 6/25/2016

**FINAL PLAT**  
**BOZMAN FARM ESTATES**  
**PHASE 5B**

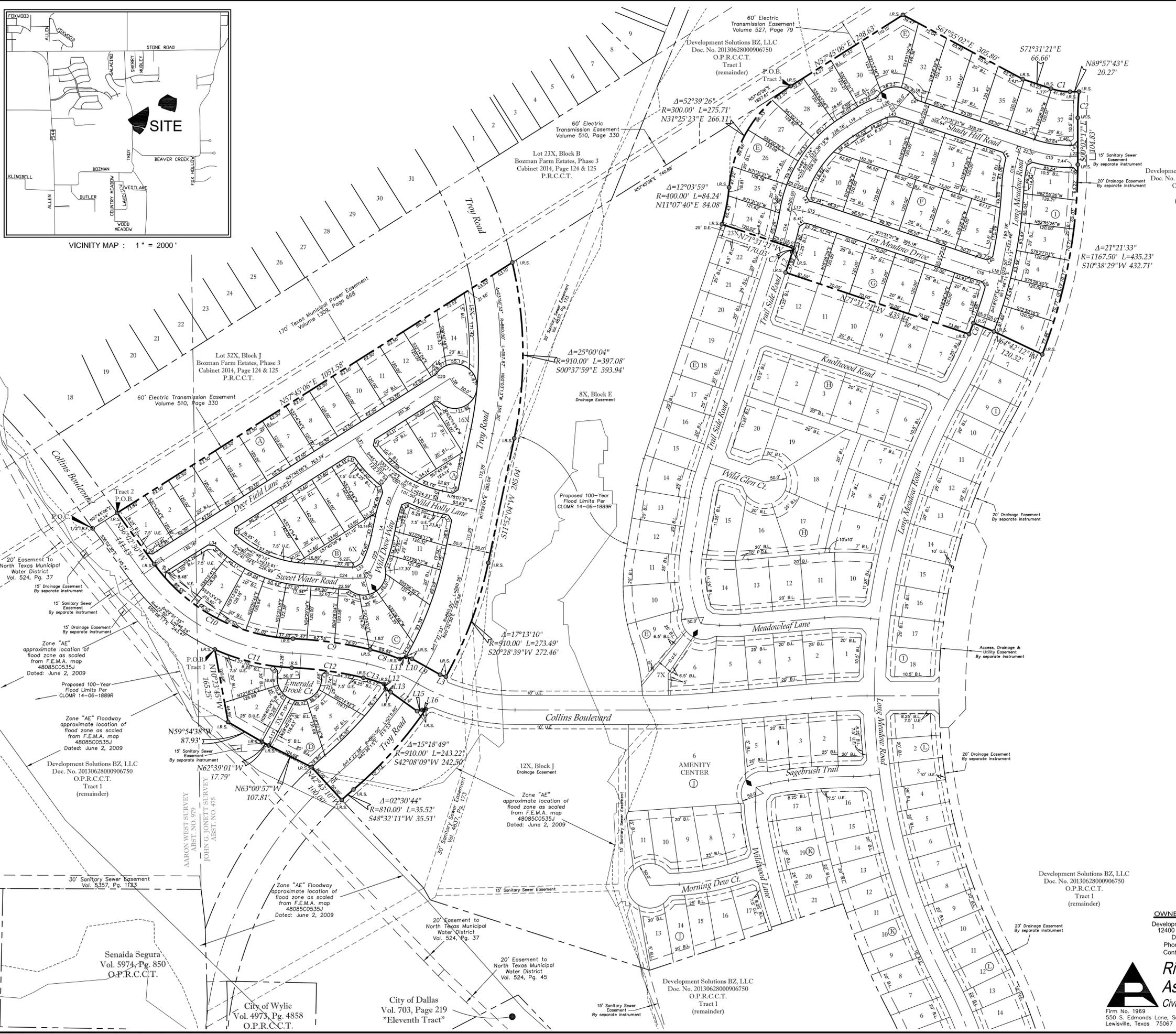
Being 74 Residential Lots and 4 Open Space Lots and being 21.874 acres out of the John G. Jonett Survey, Abst. No. 475 and the Aaron West Survey, Abst. No. 979 City of Wylie, Collin County, Texas - 2016 -



(972) 221-9439 Fax: (972) 221-4675  
220 Elm Street, Suite 200 - P.O. Box 54  
Lewisville, Texas 75067 TRF No. 1006800  
Established ~ 1986  
www.arthursurveying.com



Firm No. 1969  
550 S. Edmonds Lane, Suite 101  
Lewisville, Texas 75067  
Tel. No. (972) 353-8000  
Fax No. (972) 353-8011



**State of Texas** §  
**County of Collin** §  
**Owner's Certificate and Dedication**

TRACT 1:  
1.901 ACRES

**WHEREAS DEVELOPMENT SOLUTIONS BZ, LLC** is the owner of all that certain lot, tract or parcel of land situated in the John G. Jonett Survey, Abstract Number 475, City of Wylie, Collin County, Texas, and being a part of that certain tract of land described by deed to Development Solutions BZ, LLC, recorded under Document Number 20130628000906750 of the Official Public Records of Collin County, Texas, and more particularly described as follows:

**COMMENCING** at a ½ inch iron rod found for the southwest corner of Bozman Farm Estates, Phase 3, an addition to the City of Wylie, Collin County, Texas, according to the plat thereof recorded in Cabinet 2014, Pages 124 and 125 of the Plat Records of Collin County, Texas, and being in the southwesterly line of Collins Boulevard;

**THENCE** South 36 degrees 02 minutes 03 seconds East, within said Development Solutions tract, a distance of 145.74 feet to a ½ inch iron rod with a yellow cap stamped "ARTHUR SURVEYING COMPANY" (ASC) set for corner, being at the beginning of a curve to the left with a radius of 472.50 feet, having a delta angle of 29 degrees 51 minutes 35 seconds, whose chord bears South 50 degrees 58 minutes 17 seconds East, a distance of 243.47 feet;

**THENCE** continuing with said curve an arc length of 246.24 feet to a ½ inch iron rod with a yellow cap stamped "ASC" set for the **POINT OF BEGINNING**, said point being at the beginning of a compound curve to the left with a radius of 472.50 feet, having a delta angle of 21 degrees 41 minutes 03 seconds, whose chord bears South 76 degrees 44 minutes 36 seconds East, a distance of 177.76 feet;

**THENCE** continuing with said curve an arc length of 178.82 feet to a ½ inch iron rod with a yellow cap stamped "ASC" set for corner, said point being at the beginning of a reverse curve to the right with a radius of 847.50 feet, having a delta angle of 11 degrees 02 minutes 20 seconds, whose chord bears South 82 degrees 03 minutes 58 seconds East, a distance of 163.28 feet;

**THENCE** continuing with said curve an arc length of 163.28 feet to a ½ inch iron rod with a yellow cap stamped "ASC" set for corner, said point being at the beginning of a compound curve to the right with a radius of 407.50 feet, having a delta angle of 06 degrees 47 minutes 11 seconds, whose chord bears South 73 degrees 09 minutes 12 seconds East, a distance of 48.24 feet;

**THENCE** continuing with said curve an arc length of 48.27 feet to a ½ inch iron rod with a yellow cap stamped "ASC" set for corner;

**THENCE** South 16 degrees 57 minutes 29 seconds East, within said Development Solutions tract, a distance of 12.29 feet to a ½ inch iron rod with a yellow cap stamped "ASC" set for corner;

**THENCE** South 59 degrees 20 minutes 00 seconds East, continuing within said Development Solutions tract, a distance of 13.55 feet to a ½ inch iron rod with a yellow cap stamped "ASC" set for corner;

**THENCE** South 54 degrees 35 minutes 04 seconds East, continuing within said Development Solutions tract, a distance of 73.00 feet to a ½ inch iron rod with a yellow cap stamped "ASC" set for corner;

**THENCE** North 76 degrees 40 minutes 35 seconds East, continuing within said Development Solutions tract, a distance of 11.53 feet to a ½ inch iron rod with a yellow cap stamped "ASC" set for corner;

**THENCE** North 78 degrees 20 minutes 41 seconds East, continuing within said Development Solutions tract, a distance of 8.48 feet to a ½ inch iron rod with a yellow cap stamped "ASC" set for corner, being at the beginning of a non-tangent curve to the right with a radius of 910.00 feet, having a delta angle of 15 degrees 18 minutes 49 seconds, whose chord bears South 42 degrees 08 minutes 09 seconds West, a distance of 242.50 feet;

**THENCE** continuing with said curve an arc length of 243.22 feet to a ½ inch iron rod with a yellow cap stamped "ASC" set for corner, being at the beginning of a reverse curve to the left having a radius of 810.00 feet, with a delta angle of 02 degrees 30 minutes 44 seconds, whose chord bears South 48 degrees 32 minutes 11 seconds West, a distance of 35.52 feet;

**THENCE** North 42 degrees 43 minutes 10 seconds West, within said Development Solutions tract, a distance of 100.00 feet to a ½ inch iron rod with a yellow cap stamped "ASC" set for corner;

**THENCE** North 63 degrees 00 minutes 57 seconds West, continuing within said Development Solutions tract, a distance of 107.81 feet to a ½ inch iron rod with a yellow cap stamped "ASC" set for corner;

**THENCE** North 62 degrees 39 minutes 01 seconds West, continuing within said Development Solutions tract, a distance of 17.79 feet to a ½ inch iron rod with a yellow cap stamped "ASC" set for corner;

**THENCE** North 59 degrees 54 minutes 38 seconds West, continuing within said Development Solutions tract, a distance of 87.93 feet to a ½ inch iron rod with a yellow cap stamped "ASC" set for corner;

**THENCE** North 10 degrees 23 minutes 45 seconds West, continuing within said Development Solutions tract, a distance of 165.25 feet to the **POINT OF BEGINNING**, and containing 1.901 acres of land, more or less.

TRACT 2:  
10.634 ACRES

**WHEREAS DEVELOPMENT SOLUTIONS BZ, LLC** is the owner of all that certain lot, tract or parcel of land situated in the John G. Jonett Survey, Abstract Number 475, City of Wylie, Collin County, Texas, and being a part of that certain tract of land described by deed to Development Solutions BZ, LLC, recorded under Document Number 20130628000906750 of the Official Public Records of Collin County, Texas, and more particularly described as follows:

**COMMENCING** at a ½ inch iron rod found for the southwest corner of Bozman Farm Estates, Phase 3, an addition to the City of Wylie, Collin County, Texas, according to the plat thereof recorded in Cabinet 2014, Pages 124 and 125 of the Plat Records of Collin County, Texas, and being in the southwesterly line of Collins Boulevard;

**THENCE** North 57 degrees 45 minutes 06 seconds East, with the southeasterly line of said Collins Boulevard, a distance of 65.14 feet to a ½ inch iron rod with a yellow cap stamped "ARTHUR SURVEYING COMPANY" (ASC) set for south corner of Lot 32X, Block J of said Phase 3, said point being the **POINT OF BEGINNING**;

**THENCE** North 57 degrees 45 minutes 06 seconds East, with the southeast line of said Lot 32X, a distance of 1051.58 feet to a ½ inch iron rod with a yellow cap stamped "ASC" set for the south corner of Lot 23X, Block B of said Phase 3, being in the easterly line of Troy Road, said point being at the beginning of a non-tangent curve to the right with a radius of 910.00 feet, having a delta angle of 25 degrees 00 minutes 04 seconds, whose chord bears South 00 degrees 37 minutes 59 seconds East, a distance of 393.94 feet;

**THENCE** continuing with said curve an arc length of 397.08 feet to a ½ inch iron rod with a yellow cap stamped "ASC" set for corner;

**THENCE** South 11 degrees 52 minutes 04 seconds West, within said Development Solutions tract, a distance of 285.04 feet to a ½ inch iron rod with a yellow cap stamped "ASC" set for corner, being at the beginning of a curve to the right with a radius of 910.00 feet, having a delta angle of 17 degrees 13 minutes 10 seconds, whose chord bears South 20 degrees 28 minutes 39 seconds West, a distance of 272.46 feet;

**THENCE** continuing with said curve an arc length of 273.49 feet to a ½ inch iron rod with a yellow cap stamped "ASC" set for corner;

**THENCE** North 70 degrees 06 minutes 01 seconds West, within said Development Solutions tract, a distance of 13.68 feet to a ½ inch iron rod with a yellow cap stamped "ASC" set for corner;

**THENCE** North 60 degrees 46 minutes 24 seconds West, continuing within said Development Solutions tract, a distance of 73.00 feet to a ½ inch iron rod with a yellow cap stamped "ASC" set for corner;

**THENCE** North 71 degrees 36 minutes 46 seconds West, continuing within said Development Solutions tract, a distance of 13.75 feet to a ½ inch iron rod with a yellow cap stamped "ASC" set for corner;

**THENCE** South 71 degrees 09 minutes 07 seconds West, continuing within said Development Solutions tract, a distance of 15.00 feet to a ½ inch iron rod with a yellow cap stamped "ASC" set for corner, being at the beginning of a non-tangent curve to the left with a radius of 472.50 feet, having a delta angle of 08 degrees 28 minutes 51 seconds, whose chord bears North 72 degrees 18 minutes 22 seconds West, a distance of 69.87 feet;

**THENCE** continuing with said curve an arc length of 69.94 feet to a ½ inch iron rod with a yellow cap stamped "ASC" set for corner, being at the beginning of a compound curve to the left with a radius of 912.50 feet, having a delta angle of 11 degrees 02 minutes 20 seconds, whose chord bears North 82 degrees 03 minutes 58 seconds West, a distance of 175.54 feet;

**THENCE** continuing with said curve an arc length of 175.81 feet to a ½ inch iron rod with a yellow cap stamped "ASC" set for corner, being at the beginning of a reverse curve to the right with a radius of 407.50 feet, having a delta angle of 51 degrees 32 minutes 38 seconds, whose chord bears North 61 degrees 48 minutes 49 seconds West, a distance of 354.35 feet;

**THENCE** continuing with said curve an arc length of 366.59 feet to a ½ inch iron rod with a yellow cap stamped "ASC" set for corner;

**THENCE** North 36 degrees 02 minutes 30 seconds West, within said Development Solutions tract, a distance of 141.43 feet to the **POINT OF BEGINNING**, and containing 10.634 acres of land, more or less.

TRACT 3:  
9.339 ACRES

**WHEREAS DEVELOPMENT SOLUTIONS BZ, LLC** is the owner of all that certain lot, tract or parcel of land situated in the John G. Jonett Survey, Abstract Number 475, City of Wylie, Collin County, Texas, and being a part of that certain tract of land described by deed to Development Solutions BZ, LLC, recorded under Document Number 20130628000906750 of the Official Public Records of Collin County, Texas, and more particularly described as follows:

**COMMENCING** at a ½ inch iron rod found for the southwest corner of Bozman Farm Estates, Phase 3, an addition to the City of Wylie, Collin County, Texas, according to the plat thereof recorded in Cabinet 2014, Pages 124 and 125 of the Plat Records of Collin County, Texas, and being in the southwesterly line of Collins Boulevard;

**THENCE** North 57 degrees 45 minutes 06 seconds East, with the southeasterly line of said Phase 3 and continuing within said Development Solutions tract, a distance of 1857.16 feet to a ½ inch iron rod with a yellow cap stamped "ARTHUR SURVEYING COMPANY" (ASC) set for corner, said point being the **POINT OF BEGINNING**;

**THENCE** North 57 degrees 45 minutes 06 seconds East, within said Development Solutions tract, a distance of 298.63 feet to a ½ inch iron rod with a yellow cap stamped "ASC" set for corner;

**THENCE** South 61 degrees 55 minutes 02 seconds East, continuing within said Development Solutions tract, a distance of 305.80 feet to a ½ inch iron rod with a yellow cap stamped "ASC" set for corner;

**THENCE** South 71 degrees 31 minutes 21 seconds East, continuing within said Development Solutions tract, a distance of 66.66 feet to a ½ inch iron rod with a yellow cap stamped "ASC" set for corner, being at the beginning of a curve to the left with a radius of 135.00 feet, having a delta angle of 18 degrees 30 minutes 56 seconds, whose chord bears South 80 degrees 46 minutes 49 seconds East, a distance of 43.44 feet;

**THENCE** continuing with said curve an arc length of 43.63 feet to a ½ inch iron rod with a yellow cap stamped "ASC" set for corner;

**THENCE** North 89 degrees 57 minutes 43 seconds East, within said Development Solutions tract, a distance of 20.27 feet to a ½ inch iron rod with a yellow cap stamped "ASC" set for corner, being at the beginning of a non-tangent curve to the left with a radius of 610.00 feet, having a delta angle of 05 degrees 29 minutes 59 seconds, whose chord bears South 02 degrees 42 minutes 42 seconds West, a distance of 58.53 feet;

**THENCE** continuing with said curve an arc length of 58.55 feet to a ½ inch iron rod with a yellow cap stamped "ASC" set for corner;

**THENCE** South 00 degrees 02 minutes 17 seconds East, within said Development Solutions tract, a distance of 104.83 feet to a ½ inch iron rod with a yellow cap stamped "ASC" set for corner, being at the beginning of a tangent curve to the right with a radius of 1167.50 feet, having a delta angle of 21 degrees 21 minutes 33 seconds, whose chord bears South 10 degrees 38 minutes 29 seconds West, a distance of 432.71 feet;

**THENCE** continuing with said curve an arc length of 435.23 feet to a ½ inch iron rod with a yellow cap stamped "ASC" set for corner;

**THENCE** North 67 degrees 49 minutes 55 seconds West, continuing within said Development Solutions tract, a distance of 50.01 feet to a ½ inch iron rod with a yellow cap stamped "ASC" set for corner, being at the beginning of a non-tangent curve to the right with a radius of 997.50 feet, having a delta angle of 10 degrees 31 minutes 34 seconds, whose chord bears South 21 degrees 33 minutes 44 seconds West, a distance of 26.57 feet;

**THENCE** continuing with said curve an arc length of 26.57 feet to a ½ inch iron rod with a yellow cap stamped "ASC" set for corner;

**THENCE** North 71 degrees 31 minutes 21 seconds West, within said Development Solutions tract, a distance of 435.44 feet to a ½ inch iron rod with a yellow cap stamped "ASC" set for corner;

**THENCE** North 18 degrees 28 minutes 39 seconds East, continuing within said Development Solutions tract, a distance of 47.92 feet to a ½ inch iron rod with a yellow cap stamped "ASC" set for corner, being at the beginning of a tangent curve to the left with a radius of 570.00 feet, having a delta angle of 00 degrees 55 minutes 26 seconds, whose chord bears North 18 degrees 00 minutes 56 seconds East, a distance of 9.19 feet;

**THENCE** continuing with said curve an arc length of 9.19 feet to a ½ inch iron rod with a yellow cap stamped "ASC" set for corner;

**THENCE** North 71 degrees 31 minutes 21 seconds West, within said Development Solutions tract, a distance of 170.03 feet to a ½ inch iron rod with a yellow cap stamped "ASC" set for corner, being at the beginning of a non-tangent curve to the left with a radius of 400.00 feet, having a delta angle of 12 degrees 03 minutes 59 seconds, whose chord bears North 11 degrees 07 minutes 40 seconds East, a distance of 84.08 feet;

**THENCE** continuing with said curve an arc length of 84.24 feet to a ½ inch iron rod with a yellow cap stamped "ASC" set for corner, being at the beginning of a reverse curve to the right with a radius of 300.00 feet, having a delta angle of 52 degrees 39 minutes 26 seconds, whose chord bears North 31 degrees 25 minutes 23 seconds East, a distance of 266.11 feet;

**THENCE** continuing with said curve an arc length of 275.71 feet to the **POINT OF BEGINNING**, and containing 9.339 acres of land, more or less

**NOW, therefore, know all men by these presents:**

**THAT DEVELOPMENT SOLUTIONS BZ, LLC**, acting herein by and through it's duly authorized officers, do hereby adopt this plat designating the hereinabove described, property as **Bozman Farm Estates, Phase 5B**, an addition to the City of Wylie, Texas, and does hereby dedicate, in fee simple, to the public use forever, the streets and alleys shown thereon. The streets and alleys are dedicated for street purposes. The Easements and public use areas, as shown are dedicated, for the public use forever, for the purposes indicated on this plat. No buildings, fences, trees, shrubs or other improvements may be placed in Landscape Easements, if approved by the City of Wylie. In addition, Utility Easements may also be used for the mutual use and accommodation of all public utilities desiring to use or using the same unless the easement limits the use to particular utilities, said use by public utilities being subordinate to the Public's and City of Wylie's use thereof. The City of Wylie and public utility entities shall have the right to remove and keep removed all or parts of any buildings, fences, trees, shrubs or other improvements or growths which may in any endanger or interfere with the construction, maintenance, or efficiency of their respective systems in said Easements. The City of Wylie and public utility entities shall at all times have the full right of Ingress and Egress to or from their respective easements for the purpose of constructing, reconstructing, inspecting, patrolling, maintaining, reading meters, and adding to or removing all or parts of their respective systems without the necessity at any time procuring the permission of anyone.

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

WITNESS, my hand, this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

**DEVELOPMENT SOLUTIONS BZ, LLC d/b/a/ DS Bozman, LLC**

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

**State of** §  
**County of** §

\_\_\_\_\_, the undersigned authority, a Notary Public in and for the State of \_\_\_\_\_, on this day personally appeared \_\_\_\_\_, 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 purposes and considerations therein expressed.

GIVEN under my hand and seal of office this the \_\_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Notary Public in and for the State of \_\_\_\_\_

Lot and Block Analysis			
Lot	Block	Square Feet	Acreage
1	A	8,342	0.191
2	A	7,500	0.172
3	A	7,500	0.172
4	A	7,500	0.172
5	A	7,500	0.172
6	A	7,500	0.172
7	A	7,500	0.172
8	A	7,500	0.172
9	A	7,500	0.172
10	A	7,500	0.172
11	A	7,500	0.172
12	A	7,500	0.172
13	A	7,647	0.173
14	A	8,841	0.203
15X	A	3,806	0.087
16X	A	10,566	0.243
17	A	9,100	0.209
18	A	10,286	0.236
1	B	10,317	0.237
2	B	7,504	0.172
3	B	7,504	0.172
4	B	7,504	0.172
5	B	8,102	0.186
6X	B	9,374	0.215
1	C	8,897	0.204
2	C	7,528	0.173
3	C	7,522	0.173
4	C	7,529	0.173
5	C	7,524	0.173
6	C	7,506	0.172
7	C	7,535	0.173
8	C	10,350	0.238
9	C	8,301	0.191
10	C	7,504	0.172
11	C	6,629	0.152
12	C	7,917	0.182
1	D	9,876	0.227
2	D	10,016	0.230
3X	D	2,409	0.055
4	D	10,440	0.240
5	D	9,544	0.219
6	D	8,781	0.202
24	E	7,840	0.180
25	E	8,102	0.186
26	E	9,782	0.225
27	E	9,671	0.222
28	E	9,084	0.209
29	E	8,252	0.189
30	E	8,717	0.200
31	E	12,996	0.298
32	E	9,966	0.229
33	E	9,550	0.219
34	E	8,835	0.203
35	E	8,121	0.186
36	E	7,800	0.179
37	E	9,450	0.217
1	F	13,063	0.300
2	F	8,760	0.201
3	F	8,760	0.201
4	F	9,949	0.228
5	F	9,333	0.214
6	F	7,980	0.183
7	F	7,980	0.183
8	F	7,980	0.183
9	F	7,980	0.183
10	F	9,717	0.223
1	G	9,823	0.225
2	G	8,400	0.193
3	G	8,400	0.193
4	G	8,400	0.193
5	G	8,400	0.193
6	G	9,029	0.207
1	I	8,216	0.189
2	I	7,804	0.179
3	I	8,056	0.185
4	I	8,056	0.185
5	I	8,056	0.185
6	I	8,374	0.192
Lot and Block Summary (Excluding X Lots)			
Smallest	6,629 Sq.Ft.	0.152 Acres	
Largest	13,063 Sq.Ft.	0.300 Acres	
Average	8,537 Sq.Ft.	0.196 Acres	
Total Lots (excluding X Lots)		74	

**OWNER / DEVELOPER**

Development Solutions BZ, LLC  
12400 Coit Road, Suite 850  
Dallas, TX 75251  
Phone: (972) 404-8500  
Contact: Stephen Davis



**Ridinger Associates, Inc.**  
*Civil Engineers - Planners*

Firm No. 1969  
550 S. Edmonds Lane, Suite 101  
Lewisville, Texas 75067  
Tel. No. (972) 353-8000  
Fax No. (972) 353-8011

DRAWN BY: Jav DATE: 03/31/15 SCALE: 1/4"=100' CHECKED BY: D.L.A. ASC.NO: 140873-3

**State of Texas** §  
**County of Benton** §  
**SURVEYOR'S CERTIFICATE:**

KNOW ALL MEN BY THESE PRESENTS:

That I, Douglas L. Arthur, do hereby certify that I prepared this plat from an actual and accurate survey of the land and that the corner monuments shown thereon as set were properly placed under my personal supervision in accordance with the Subdivision Ordinance of the City of Wylie.

**PRELIMINARY**

**THIS DOCUMENT SHALL NOT BE RECORDED FOR ANY PURPOSE AND SHALL NOT BE VIEWED OR RELIED UPON AS A FINAL SURVEY DOCUMENT DATED 02/25/2016**

Douglas L. Arthur, R.P.L.S.  
No. 4357

**State of Texas** §  
**County of Benton** §

BEFORE me, the undersigned authority, a Notary Public in and for the State of Texas, on this day personally appeared Douglas L. Arthur, 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 purposes and considerations therein expressed.

GIVEN under my hand and seal of office this the \_\_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Notary Public in and for the State of Texas

**RECOMMENDED FOR APPROVAL:**

Chairman, Planning & Zoning Commission \_\_\_\_\_ Date \_\_\_\_\_  
City of Wylie, Texas

**APPROVED FOR CONSTRUCTION:**

Mayor, City of Wylie, Texas \_\_\_\_\_ Date \_\_\_\_\_

**ACCEPTED:**

Mayor, City of Wylie, Texas \_\_\_\_\_ Date \_\_\_\_\_

The undersigned, the City Secretary of the City of Wylie, Texas, hereby certifies that the foregoing final plat of **Bozman Farm Estates, Phase 5B** subdivision or addition to the City of Wylie, was submitted to the City Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2016, and the Council, by formal action, then and there accepted the dedication of streets, alley, parks, easement, public places, and water and sewer lines as shown and set forth in and upon said plat and said Council further authorized the Mayor to note the acceptance thereof by signing his name as hereinabove subscribed.

Witness my hand this \_\_\_\_ day of \_\_\_\_\_, A.D. 2016.

\_\_\_\_\_  
City Secretary  
City of Wylie, Texas

**FINAL PLAT**  
**BOZMAN FARM ESTATES**  
**PHASE 5B**

Being 74 Residential Lots and 4 Open Space Lots and being 21.874 acres out of the John G. Jonett Survey, Abst. No. 475 and the Aaron West Survey, Abst. No. 979  
City of Wylie, Collin County, Texas  
- 2016 -



**Arthur Surveying Co., Inc.**  
*Professional Land Surveyors*  
(972) 221-9439 Fax: (972) 221-4675  
220 Elm Street, Suite 200 ~ P.O. Box 54  
Lewisville, Texas 75067 ~ TRF# NO: 10063800  
Established ~ 1986  
www.arthursurveying.com

SHEET

2/2



# Wylie City Council

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## AGENDA REPORT

Meeting Date: September 27, 2016  
Department: Planning  
Prepared By: Renaë' Ollie  
Date Prepared: September 12, 2016

Item Number: G  
*(City Secretary's Use Only)*  
Account Code: \_\_\_\_\_  
Budgeted Amount: \_\_\_\_\_  
Exhibits: 1

### Subject

Consider, and act upon, approval of a Preliminary Plat for Kreymer East Phase 1, creating 86 residential lots and 2 open space lots on 26.782 acres, generally located east of W.A. Allen and north of Kings Court.

### Recommendation

Motion to approve a Preliminary Plat for Kreymer East Phase 1, creating 86 residential lots and 2 open space lots on 26.782 acres, generally located east of W.A. Allen and north of Kings Court.

### Discussion

**OWNER: BLOOMFIELD HOMES, L.P.**

**ENGINEER: WESTWOOD**

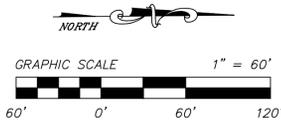
The property totals 26.782 acres and will create 86 single-family residential lots and two open space lots for park and recreational purposes. The subject property is part of the overall 70 acres of the Kreymer East development approved in June 2016 as a Planned Development District (PD 2015-23).

The PD allows for a maximum of 245 lots with a minimum lot size of 8,500 square foot for the entire development, with an approximate density of 3.5 lots per acre. The plat for Phase I calls for 86 lots on 26.7 acres for a density of approximately 3.2 lots per acre. Staff will continuously monitor the density and lot count as plats are submitted to ensure compliance with the PD as approved.

The plat shall also dedicate necessary rights-of-way, and utility easements.

The Preliminary Plat complies with the approved Development Plan & Concept which was approved with the PD for all phases of the development.

The Commission voted 6-0 to recommend approval of the request subject to additions and/or alterations to the engineering plans as required by the Engineering Department.

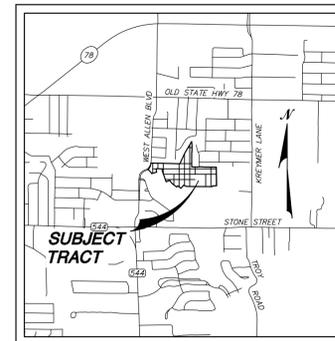


**NOTES** ( )

The bearings shown hereon are created from actual field surveys, NAD83 Texas North Central Zone (4202), Grid Bearings & Ties to shown control monuments.

Selling a portion of any lot in this addition by metes and bounds is a violation of state law and city ordinance and is subject to penalties imposed by law.

Lots 1 & 12, Block F, Dedicated Parkland and Drainage Easement to the City of Wylie, Maintained by the Home Owner's Association (H.O.A.) as per Plan Development Agreement Ordinance No. 2015-23.



VICINITY MAP  
NOT TO SCALE

CURVE #	DELTA	RADIUS	CHORD BEARING	CHORD LENGTH	ARC LENGTH
C1	045°02'08"	278.59'	N23°48'29"E	213.38'	218.98'
C2	026°33'53"	305.00'	N39°03'03"W	140.15'	141.41'
C3	015°58'04"	305.00'	S06°40'31"E	84.73'	85.00'
C4	019°09'00"	487.50'	N43°41'19"W	162.18'	162.94'
C5	018°13'22"	280.00'	S79°33'01"E	88.68'	89.05'
C6	295°31'00"	50.00'	S21°44'54"W	53.35'	257.89'
C7	020°57'49"	280.00'	S09°08'37"E	101.88'	102.45'
C8	032°42'28"	280.00'	S35°58'45"E	157.68'	159.84'
C9	269°59'59"	50.00'	N44°44'09"E	70.71'	235.62'
C10	040°42'09"	280.00'	S20°05'13"W	194.75'	198.91'
C11	014°04'04"	280.00'	S33°24'16"W	68.58'	68.75'
C12	011°17'46"	879.46'	S32°01'08"W	173.11'	173.39'
C13	011°19'50"	280.00'	S06°50'45"W	55.28'	55.37'
C14	011°57'41"	280.00'	S06°31'49"W	58.35'	58.45'
C15	025°49'16"	255.00'	S76°32'23"E	113.95'	114.92'
C16	140°44'17"	50.00'	S44°55'24"E	94.19'	122.82'
C17	037°07'02"	280.00'	S70°53'30"E	178.23'	181.39'
C18	005°41'08"	502.50'	S36°57'23"E	49.84'	49.86'

REMAINDER  
19.048 AC. (NET)  
BLOOMFIELD HOMES, L.P.  
INST. NO. 20160602000690610  
O.P.R.C.C.T.

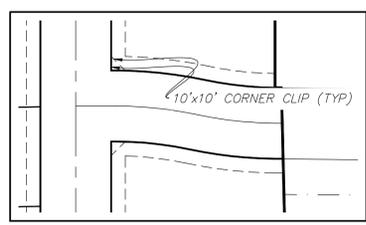
LEGEND	
B.L.	BUILDING LINE
U.E.	UTILITY EASEMENT
O.P.R.C.C.T.	OFFICIAL PUBLIC RECORDS, JOHNSON COUNTY, TEXAS
P.R.C.C.T.	DEED RECORDS TARRANT COUNTY, TEXAS
⊙	FOUND IRON ROD (SURVEYOR)
○	5/8" CAPPED IRON ROD SET WITH YELLOW CAP STAMPED "WESTWOOD PS"

PRELIMINARY PLAT  
OF  
**KREYMER EAST, PHASE 1**  
86 RESIDENTIAL LOTS/2 OPEN SPACE LOTS  
26.782 ACRES  
OUT OF THE  
FRANCISCO DE LA PINA SURVEY, ABSTRACT No. 688  
IN THE  
CITY OF WYLIE, COLLIN COUNTY, TEXAS

OWNER  
**BLOOMFIELD HOMES, L.P.**  
1050 EAST HIGHWAY 114, SUITE 210  
SOUTHLAKE, TEXAS 76092  
(817) 416-1572  
ENGINEER/SURVEYOR

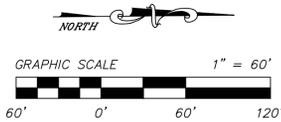
**Westwood**

Phone (214) 473-4640 2740 North Dallas Parkway, Suite 280  
Toll Free (888) 937-5150 Plano, TX 75093  
Survey Firm No. 10074391 westwoodps.com  
Westwood Professional Services, Inc.



CORNER CLIP DETAIL  
NOT TO SCALE

REM. 17.973 AC.  
BLOOMFIELD HOMES, L.P.  
INST. NO. 20160421000478180  
O.P.R.C.C.T.



NOTES )

The bearings shown hereon are created from actual field surveys, NAD83 Texas North Central Zone (4202), Grid Bearings & Ties to shown control monuments.

Selling a portion of any lot in this addition by metes and bounds is a violation of state law and city ordinance and is subject to penalties imposed by law.

Lots 1 & 12, Block F, Dedicated Parkland and Drainage Easement to the City of Wylie, Maintained by the Home Owner's Association (H.O.A.) as per Plan Development Agreement Ordinance No. 2015-23.

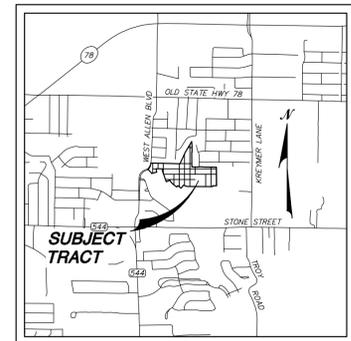
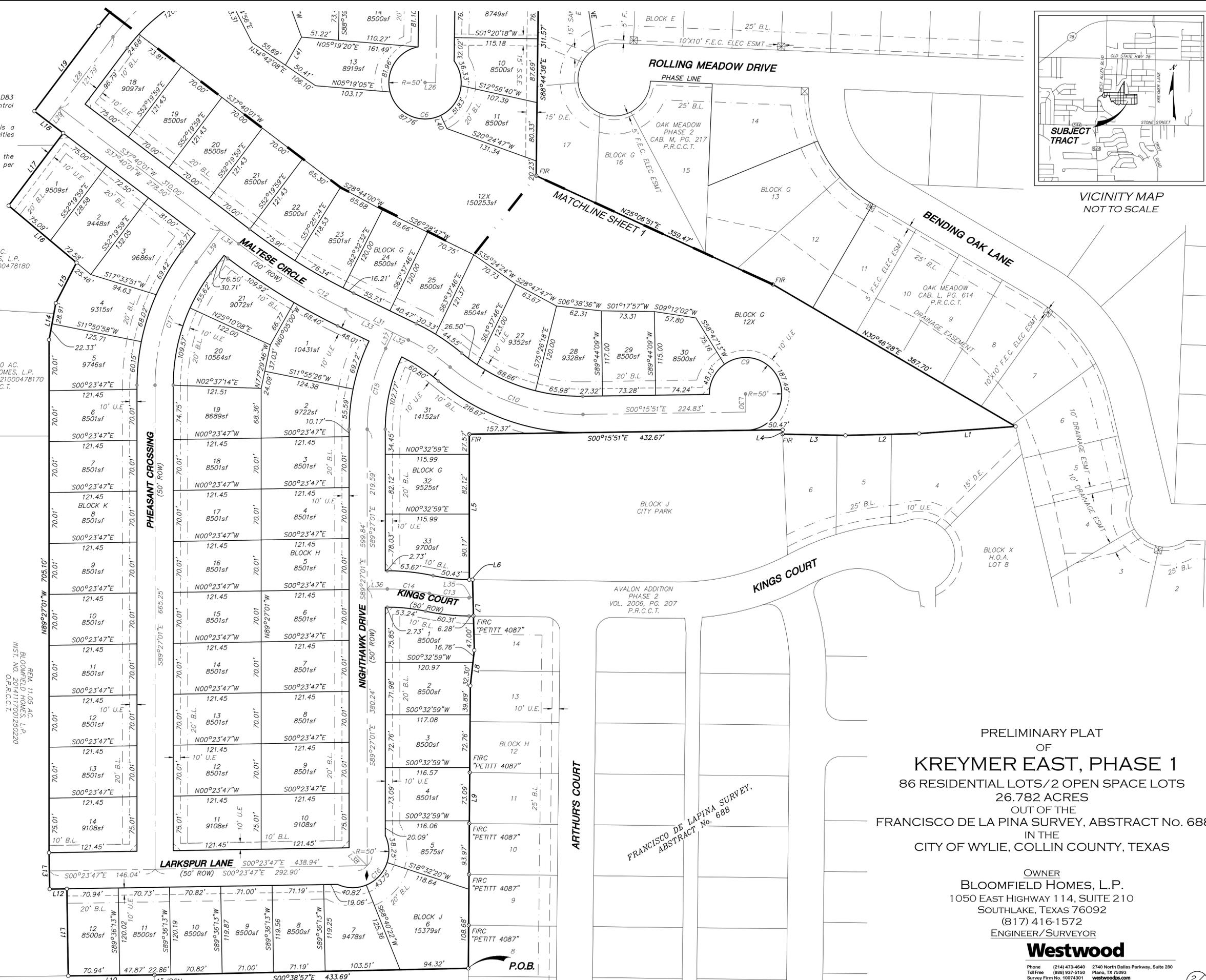
REM. 17.973 AC. BLOOMFIELD HOMES, L.P. INST. NO. 20160421000478180 O.P.R.C.C.T.

REM. 0.740 AC. BLOOMFIELD HOMES, L.P. INST. NO. 20160421000478170 O.P.R.C.C.T.

Table with 3 columns: LINE #, LENGTH, BEARING. Lists lines L1 through L21 with their respective measurements.

Table with 3 columns: LINE #, LENGTH, BEARING. Lists lines L22 through L41 with their respective measurements.

LEGEND table defining symbols for Building Line, Utility Easement, Official Public Records, Deed Records, Found Iron Rod, and Capped Iron Rod.



PRELIMINARY PLAT OF KREYMER EAST, PHASE 1 86 RESIDENTIAL LOTS/2 OPEN SPACE LOTS 26.782 ACRES OUT OF THE FRANCISCO DE LA PINA SURVEY, ABSTRACT No. 688 IN THE CITY OF WYLIE, COLLIN COUNTY, TEXAS

OWNER BLOOMFIELD HOMES, L.P. 1050 EAST HIGHWAY 114, SUITE 210 SOUTHLAKE, TEXAS 76092 (817) 416-1572 ENGINEER/SURVEYOR

Westwood logo and contact information including phone, fax, and website details.

KREYMER EAST, PHASE 1

NOW, THEREFORE KNOW ALL MEN BY THESE PRESENTS:

That, BLOOMFIELD HOMES L.P., acting herein by and through its duly authorized officer, does hereby adopt this plat designated therein above described property as KREYMER ESTATES PHASE 4, an addition to the City of Wylie, Texas and does hereby dedicate to the public use forever the easements and rights-of-way as shown thereon. The easements shown hereon are hereby reserved for the purposes as indicated. No buildings, fences, trees, shrubs or other improvements or growths shall be constructed or placed upon, over or across the easements and right-of-ways as shown. Said utility easements being hereby reserved for the mutual use and accommodation of all public utilities desiring to use or using same unless otherwise specified. All and any public utility shall have the full right to remove and keep removed all or parts of any buildings, fences, trees, shrubs or other improvements or growth which may in any way endanger or interfere with the construction, maintenance or efficiency of its respective system on the utility easement and all public utilities shall all times have the full right of ingress and egress to or from and upon the said utility easement for the purposes of removing all or part of its respective systems without the necessity at any time procuring the permission of anyone.

WITNESS MY HAND this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

BLOOMFIELD PROPERTIES, L.P. a Texas Limited Partnership

By: BLOOMFIELD PROPERTIES, INC. a Texas Corporation, General Partner

By: DONALD J. DYKSTRA, President

THE STATE OF TEXAS ) COUNTY OF TARRANT )

BEFORE ME, the undersigned authority, on this day personally appeared DONALD J. DYKSTRA whose name is subscribed to the foregoing instrument and acknowledged to me that the same was the act of said BLOOMFIELD HOMES, L.P. and that he executed the same as the act of such partnership for the purposes and consideration therein expressed and in the capacity therein stated.

GIVEN UNDER MY HAND SEAL OF OFFICE, this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

Notary Public in and for the State of Texas

SURVEYORS CERTIFICATE

I, JASON B. ARMSTRONG, Registered Professional Land Surveyor for Westwood, do hereby certify that the plat shown hereon accurately represents the results of an on-the-ground survey made in February, 2013, under my direction and supervision, and further certify that all corners are as shown thereon, and that said plat has been prepared in accordance with the platting rules and regulations of the City of Wylie, Texas;

Date: This the \_\_\_\_\_ day of \_\_\_\_\_, 2016.

JASON B. ARMSTRONG Registered Professional Land Surveyor No. 5557

THE STATE OF TEXAS ) COUNTY OF COLLIN )

BEFORE ME, the undersigned authority, on this day personally appeared JASON B. ARMSTRONG, whose name is subscribed to the foregoing instrument and acknowledged to me that the same was the act of the said WESTWOOD, and that he executed the same as the act of such corporation for the purposes and consideration therein expressed, and in the capacity therein stated.

GIVEN UNDER MY HAND SEAL OF OFFICE, this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

Notary Public in and for the State of Texas

"Recommended for Approval"

Chairman, Planning & Zoning Commission City of Wylie, Texas Date

"Approved for Construction"

Mayor, City of Wylie, Texas Date

"Accepted"

Mayor, City of Wylie, Texas Date

The undersigned, the City Secretary of the City of Wylie, Texas, hereby certifies that the foregoing final plat of the subdivision or addition to the City of Wylie was submitted to the City Council on the day \_\_\_\_\_ of \_\_\_\_\_, 2016 and the Council, by formal action, then and there accepted the dedication of streets, alley, parks, easement, public places, and water and sewer lines as shown and set forth in and upon said plat and said Council further authorized the Mayor to note the acceptance thereof by signing his name as hereinabove subscribed.

Witness my hand this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

City Secretary City of Wylie, Texas

LEGAL DESCRIPTION

WHEREAS, Bloomfield Homes, L.P. Texas Limited Partnership, acting by and through the undersigned, its duly authorized agent, is the sole owner of a 26.782 acre tract of land located in the City of Wylie, Collin County, Texas, being a part of the Francisco De La Pina Survey, Abstract No. 688 and being a part of the following four tracts of land: 1) the 11.05 acre tract of land conveyed to Bloomfield Homes, L.P. by deed of record in Instrument No. 2014117001250220, of the Official Public Records, Collin County, Texas; 2) the 0.740 acre tract of land conveyed to Bloomfield Homes, L.P. by deed of record in Instrument No. 20160421000478170, of said Official Public Records; 3) the 17.973 acre tract of land conveyed to Bloomfield Homes, L.P. by deed of record in Instrument No. 20160421000478180, of said Official Public Records; and 4) the 19.048 acre (net) tract of land conveyed to Bloomfield Homes, L.P. by deed of record in Instrument No. 201606020006906, of said Official Public Records, said 26.782 acre tract being more particularly described as follows:

BEGINNING at a 5/8" iron rod with yellow plastic cap stamped "WESTWOOD PS" set in the south line of Block H, Avalon Addition Phase 2, an addition to the City of Wylie as shown by plat of record in Volume 2006, Page 207, of the Plat Records, Collin County, Texas, said rod being the northwest corner of the 11.006 acre tract of land conveyed to Beatriz Chavez by deed of record in Instrument No. 20090210000137050 of said Official Public Records and the northeast corner of said 11.05 acre Bloomfield Homes tract;

Thence South 00 degrees 38 minutes 57 seconds East with the west line of said 11.006 acre tract, a distance of 433.69 feet to a 1" iron rod found for the northwest corner of that land conveyed to the Kikuchi Living Trust by deed of record in Instrument No. 19951206000910530 of said Official Public Records, said rod being the southwest corner of said 11.006 acre tract;

Thence South 00 degrees 04 minutes 48 seconds East with the west line of said Kikuchi Living Trust tract, a distance of 118.80 feet to a 5/8" iron rod with yellow plastic cap stamped "WESTWOOD PS" set for the southeast corner of the herein described tract;

Thence in a westerly direction over and across said four Bloomfield Homes tracts the following calls and distances:

South 89 degrees 36 minutes 13 seconds West, a distance of 119.63 feet to a set 5/8" iron rod with yellow plastic cap stamped "WESTWOOD PS";

South 00 degrees 23 minutes 47 seconds East, a distance of 23.74 feet to a set 5/8" iron rod with yellow plastic cap stamped "WESTWOOD PS";

South 89 degrees 36 minutes 13 seconds West, a distance of 50.00 feet to a set 5/8" iron rod with yellow plastic cap stamped "WESTWOOD PS";

North 89 degrees 27 minutes 01 seconds West, a distance of 705.10 feet to a set 5/8" iron rod with yellow plastic cap stamped "WESTWOOD PS";

North 78 degrees 57 minutes 03 seconds West, a distance of 51.24 feet to a set 5/8" iron rod with yellow plastic cap stamped "WESTWOOD PS";

North 62 degrees 14 minutes 19 seconds West, a distance of 62.53 feet to a set 5/8" iron rod with yellow plastic cap stamped "WESTWOOD PS";

South 40 degrees 24 minutes 10 seconds West, a distance of 122.21 feet to a set 5/8" iron rod with yellow plastic cap stamped "WESTWOOD PS";

North 52 degrees 19 minutes 59 seconds West, a distance of 125.00 feet to a set 5/8" iron rod with yellow plastic cap stamped "WESTWOOD PS";

South 37 degrees 40 minutes 01 seconds West, a distance of 50.00 feet to a set 5/8" iron rod with yellow plastic cap stamped "WESTWOOD PS";

North 52 degrees 19 minutes 59 seconds West, a distance of 146.79 feet to a set 5/8" iron rod with yellow plastic cap stamped "WESTWOOD PS";

Along a curve to the right having a radius of 305.00 feet and an arc length of 141.41 feet (chord bears North 39 degrees 03 minutes 03 seconds West, 140.15 feet) to a set 5/8" iron rod with yellow plastic cap stamped "WESTWOOD PS";

South 70 degrees 22 minutes 29 seconds West, a distance of 116.75 feet to a set 5/8" iron rod with yellow plastic cap stamped "WESTWOOD PS";

North 19 degrees 37 minutes 31 seconds West, a distance of 343.20 feet to a set 5/8" iron rod with yellow plastic cap stamped "WESTWOOD PS";

North 00 degrees 49 minutes 24 seconds West, a distance of 56.25 feet to a set 5/8" iron rod with yellow plastic cap stamped "WESTWOOD PS";

North 88 degrees 39 minutes 42 seconds West, a distance of 175.36 feet to a set 5/8" iron rod with yellow plastic cap stamped "WESTWOOD PS";

South 01 degrees 18 minutes 31 seconds West, a distance of 15.88 feet to a set 5/8" iron rod with yellow plastic cap stamped "WESTWOOD PS";

Along a curve to the left having a radius of 305.00 feet and an arc length of 85.00 feet (chord bears South 06 degrees 40 minutes 31 seconds East, 84.73 feet) to a set 5/8" iron rod with yellow plastic cap stamped "WESTWOOD PS";

South 75 degrees 20 minutes 28 seconds West, a distance of 139.08 feet to a set 5/8" iron rod with yellow plastic cap stamped "WESTWOOD PS";

South 55 degrees 53 minutes 11 seconds West, a distance of 15.00 feet to a 5/8" iron rod with yellow plastic cap stamped "WESTWOOD PS" set in the east line of a 175' Floodway and Utility Easement shown on the plat of Stone Grove Addition, an addition to the City of Wylie as shown by plat of record in Cabinet G, Page 173 of said Plat Records, said rod marking the southwest corner of the herein described tract;

Thence in a northerly direction with the east line of said 175' Floodway and Utility Easement and along a curve to the left having a radius of 487.50 feet and an arc length of 162.84 feet (chord bears North 43 degrees 41 minutes 19 seconds West, 162.18 feet) to a 1/2" iron rod found in the southeasterly right-of-way line of W.A. Allen Boulevard north the most northerly northeast corner of said Stone Grove Addition;

Thence in a northerly direction with said southeasterly right-of-way line and along a curve to the left having a radius of 278.59 and an arc length of 218.98 feet (chord bears North 23 degrees 48 minutes 29 seconds East, 213.38 feet) to a 5/8" iron rod with yellow plastic cap stamped "WESTWOOD PS" set in the south line of a 15' alley for the northeast corner of said 19.048 acre (net) tract;

Thence South 88 degrees 39 minutes 42 seconds East with said south line, a distance of 553.26 feet to a 5/8" iron rod with yellow plastic cap stamped "WESTWOOD PS" set at a turn in said alley to the north for the southeast corner of East Ridge Addition, an addition to the City of Wylie as shown by plat of record in Cabinet F, Page 715 of said Plat Records and the southwest corner of Oak Meadow Phase 2, an addition to the City of Wylie as shown by plat of record in Cabinet M, Page 217 of said Plat Records;

Thence South 88 degrees 44 minutes 38 seconds East, a distance of 311.57 feet to a 1/2" iron rod found for the southeast corner of said Oak Meadow Phase 2;

Thence North 25 degrees 06 minutes 51 seconds East with the east line of said Oak Meadow Phase 2, a distance of 359.47 feet to a found 1/2" iron rod;

Thence North 30 degrees 46 minutes 28 seconds East continuing with said east line and at 63.62 feet passing the northeast corner thereof and continuing along the east line of Oak Meadow, an addition to the City of Wylie as shown by plat of record in Cabinet L, Page 614 of said Plat Records, a total distance of 387.70 feet to a 5/8" iron rod with yellow plastic cap stamped "WESTWOOD PS" set for the northwest corner of said Avalon Addition and the most northerly corner of said 17.973 acre Bloomfield tract;

Thence in a southerly direction with the west line of said Avalon Addition and the east line of said 17.973 acre Bloomfield tract the following calls and distances:

South 03 degrees 40 minutes 11 seconds East, a distance of 133.50 feet to a set 5/8" iron rod with yellow plastic cap stamped "WESTWOOD PS";

South 00 degrees 49 minutes 46 seconds East, a distance of 101.77 feet to a set 5/8" iron rod with yellow plastic cap stamped "WESTWOOD PS";

South 01 degrees 38 minutes 38 seconds West, a distance of 86.82 feet to a found 1/2" iron rod;

North 88 degrees 51 minutes 41 seconds West, a distance of 6.05 feet to a set 5/8" iron rod with yellow plastic cap stamped "WESTWOOD PS";

South 00 degrees 15 minutes 51 seconds East, a distance of 432.67 feet to a 1/2" iron rod found at the southwest corner of said Avalon Addition and the northwest corner of said 11.05 acre Bloomfield tract;

Thence in an easterly direction with the south line of said Avalon Addition the following calls and distances:

South 89 degrees 27 minutes 01 seconds East, a distance of 199.86 feet to a set 5/8" iron rod with yellow plastic cap stamped "WESTWOOD PS";

North 01 degrees 10 minutes 50 seconds East, a distance of 4.53 feet to a set 5/8" iron rod with yellow plastic cap stamped "WESTWOOD PS";

North 89 degrees 10 minutes 20 seconds East, a distance of 97.03 feet to a set 5/8" iron rod with yellow plastic cap stamped "WESTWOOD PS";

South 83 degrees 01 minutes 17 seconds East, a distance of 49.06 feet to a set 5/8" iron rod with yellow plastic cap stamped "WESTWOOD PS";

South 89 degrees 02 minutes 57 seconds East, a distance of 388.39 feet to the Point-of-Beginning and containing 26.782 acres of land.

PRELIMINARY PLAT OF KREYMER EAST, PHASE 1 86 RESIDENTIAL LOTS/2 OPEN SPACE LOTS 26.782 ACRES OUT OF THE FRANCISCO DE LA PINA SURVEY, ABSTRACT No. 688 IN THE CITY OF WYLIE, COLLIN COUNTY, TEXAS

OWNER BLOOMFIELD HOMES, L.P. 1050 EAST HIGHWAY 114, SUITE 210 SOUTHLAKE, TEXAS 76092 (817) 416-1572

ENGINEER/SURVEYOR

Westwood

Phone (214) 473-4640 2740 North Dallas Parkway, Suite 280 Toll Free (888) 937-5150 Plano, TX 75093 Survey Firm No. 10031371 westwoodps.com Westwood Professional Services, Inc.



# Wylie City Council

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## AGENDA REPORT

Meeting Date: September 27, 2016  
Department: Library  
Prepared By: Library  
Date Prepared: August 8, 2016

Item Number: H  
*(City Secretary's Use Only)*  
Account Code: \_\_\_\_\_  
Budgeted Amount: \_\_\_\_\_  
Exhibits: Ordinance

### Subject

Consider, and act upon approval of Ordinance No. 2016-23 of the city council of the City of Wylie, Texas, amending Wylie's Code of Ordinances, Ordinance No. 2005-07, as amended, Appendix C (Wylie Comprehensive Fee Schedule), Section VIII (Public Library); modifying certain library fees; providing a penalty clause, savings/repealing clause, severability clause and an effective date; and providing for the publication of the caption hereof

### Recommendation

Motion to adopt Ordinance No. 2016-23 of the city council of the City of Wylie, Texas, amending Wylie's Code of Ordinances, Ordinance No. 2005-07, as amended, Appendix C (Wylie Comprehensive Fee Schedule), Section VIII (Public Library); modifying certain library fees; providing a penalty clause, savings/repealing clause, severability clause and an effective date; and providing for the publication of the caption hereof

### Discussion

The library staff and Library Board reviewed the fee schedule and recommend the following adjustments to be more in line with area libraries:

**RFID tag** - \$1.00 (new)

**Copies:**

Black and white, per page - \$.15 (from \$.10)

Color, per page - \$.50 (from \$.25)

**Art work (DVD), (replacement)** - \$2.00 (from \$1.00)

**CD case (audio book art work) (Replacement)** - \$2.00 (from \$1.00)

**ORDINANCE NO. 2016-23**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WYLIE, TEXAS, AMENDING WYLIE’S CODE OF ORDINANCES, ORDINANCE NO. 2005-07, AS AMENDED, APPENDIX C (WYLIE COMPREHENSIVE FEE SCHEDULE), SECTION VIII (PUBLIC LIBRARY); MODIFYING CERTAIN LIBRARY FEES; PROVIDING A PENALTY CLAUSE, SAVINGS/REPEALING CLAUSE, SEVERABILITY CLAUSE AND AN EFFECTIVE DATE; AND PROVIDING FOR THE PUBLICATION OF THE CAPTION HEREOF**

WHEREAS, the City Council of the City of Wylie, Texas (“City Council”) has investigated and determined that it would be advantageous and beneficial to the City of Wylie, Texas (“Wylie”) to amend the Wylie Code of Ordinances, Ordinance No. 2005-07, as amended, (“Code of Ordinances”) by modifying Section VIII (Public Library) of Appendix C (Wylie Comprehensive Fee Schedule) for the purpose of modifying provisions requiring the payment of certain fees to the Smith Public Library; and

WHEREAS, the City Council finds that it is in the best interest of Wylie and its citizens to amend the Code of Ordinances as set forth below.

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

SECTION 1: Findings Incorporated. The findings set forth above are incorporated into the body of this Ordinance as if fully set forth herein.

SECTION 2: Amendment to Section VIII (Public Library) of Appendix C (Wylie Comprehensive Fee Schedule) of the Wylie Code of Ordinances. Section VIII (Public Library) of Appendix C (Wylie Comprehensive Fee Schedule) of the Wylie Code of Ordinances is hereby amended to add the following:

**“VIII. Public Library**

**A. Library Fees**

...

**Copies**

Black and White, per page .....0.15  
Color, per page.....0.50

...

Art work (DVD), (replacement) .....2.00

...

CD case (audio book art work), (replacement) .....2.00

...

RFID Tag Fee .....\$1.00

...”

SECTION 3: Penalty. Any person, firm, corporation or entity violating or refusing to comply with any provision of this Ordinance, as it exists or may be amended, shall be deemed guilty of a misdemeanor, and upon conviction thereof, shall be fined in an amount not exceeding two thousand dollars (\$2,000.00) for each offense if the offense relates to public health and sanitation, otherwise the fine shall be in an amount not exceeding five hundred dollars (\$500.00) for each offense. Each day that a violation is permitted to exist shall constitute a separate offense. The penal provisions imposed under this Ordinance shall not preclude Wylie from filing suit to enjoin the violation. Wylie retains all legal rights and remedies available to it under local, state and federal law.

SECTION 4: Severability. Should any section, subsection, sentence, clause or phrase of this Ordinance be declared unconstitutional or invalid by a court of competent jurisdiction, it is expressly provided that any and all remaining portions of this Ordinance shall remain in full force and effect. The City Council hereby declares that it would have passed this Ordinance, and each section, subsection, clause or phrase thereof, regardless of whether any one or more sections, subsections, sentences, clauses or phrases is declared unconstitutional and/or invalid.

SECTION 5: Savings/Repealing. All provisions of the Code of Ordinances shall remain in full force and effect, save and except as amended by this or any other ordinance. All provisions of any ordinance in conflict with this Ordinance are hereby repealed to the extent they are in conflict, but such repeal shall not abate any pending prosecution for violation of the repealed ordinance, nor shall the repeal prevent a prosecution from being commenced for any violation if occurring prior to the repeal of the ordinance. Any remaining portions of such ordinances shall remain in full force and effect.

SECTION 6: Effective Date. This Ordinance shall become effective from and after its adoption and publication as required by the City Charter and by law.

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**DULY PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF WYLIE, TEXAS** on this 27th day of September, 2016.

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Eric Hogue, Mayor

**ATTEST:**

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Carole Ehrlich, City Secretary

*Date of Publication:* October 5, 2016 in the Wylie News



# Wylie City Council

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## AGENDA REPORT

**Meeting Date:** September 27, 2016  
**Department:** Purchasing  
**Prepared By:** G. Hayes  
**Date Prepared:** 9/15/2016

**Item Number:** I  
*(City Secretary's Use Only)*  
**Account Code:** 112-5613-58150  
**Budgeted Amount:** \$50,000.00  
**Exhibits:** \_\_\_\_\_

### Subject

Consider and act upon the award of bid # W2016-91-B for Wylie Senior Center Parking Lot Expansion Project; to Wall Enterprises in the amount of \$49,890.82, and authorizing the City Manager to execute any and all necessary documents.

### Recommendation

A motion to approve the award of bid # W2016-91-B for Wylie Senior Center Parking Lot Expansion Project; to Wall Enterprises in the amount of \$49,890.82, and authorizing the City Manager to execute any and all necessary documents.

### Discussion

Staff recommends the award of bid # W2016-91-B to Wall Enterprises in the amount of \$49,890.82 as the lowest responsive, responsible bidder for the City of Wylie Senior Center Parking Lot Expansion Project. This project will provide a new concrete lot with an additional 9 parking spots.

City of Wylie Agreement W2016-91-B.



# Wylie City Council

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## AGENDA REPORT

Meeting Date: September 27, 2016  
Department: WEDC  
Prepared By: Angel Wygant  
Date Prepared: September 23, 2016

Item Number: J  
*(City Secretary's Use Only)*  
Account Code: \_\_\_\_\_  
Budgeted Amount: \_\_\_\_\_  
Exhibits: 1

### Subject

Consider and place on file, the monthly Revenue and Expenditure Report for the Wylie Economic Development Corporation as of August 31, 2016.

### Recommendation

Motion to approve, the monthly Revenue and Expenditure Report for the Wylie Economic Development Corporation as of August 31, 2016.

### Discussion

The Wylie Economic Development Corporation (WEDC) Board of Directors approved the attached financials on September 23, 2016.

Wylie Economic Development Corporation  
Statement of Net Position  
As of August 31, 2016

<b>Assets</b>			
Cash and cash equivalents	\$	1,336,801.65	
Receivables	\$	597,405.43	Note 1
Inventories	\$	6,431,018.42	
Prepaid Items	\$	<u>-</u>	
<b>Total Assets</b>	\$	<u>8,365,225.50</u>	
<b>Deferred Outflows of Resources</b>			
Unavailable resources - pensions	\$	<u>30,663.00</u>	
<b>Total deferred outflows of resources</b>	\$	<u>30,663.00</u>	\$ 8,395,888.50
<b>Liabilities</b>			
Accounts Payable and other current liabilities	\$	35,347.31	Note 2
Unearned Revenue	\$	259,072.10	Note 3
Non current liabilities:			
Due within one year	\$	51,876.64	
Due in more than one year	\$	<u>3,636,504.01</u>	
<b>Total Liabilities</b>	\$	<u>3,982,800.06</u>	
<b>Net Position</b>			
Net investment in capital assets	\$	-	
Unrestricted	\$	<u>4,413,088.44</u>	
<b>Total Net Position</b>	\$	<u>4,413,088.44</u>	\$ 8,395,888.50

Note 1: Includes incentives in the form of forgivable loans for \$533,332

Note 2: Current liabilities includes compensated absences of \$32,155.

Note 3: Wylie Ice Cream loan payments; Exco amortization

Note 4: The WEDC provides monetary incentives to companies to relocate/expand within the City of Wylie. At August 31, 2016, these commitments totaled \$571,173.

111-WYLIE ECONOMIC DEVEL CORP

ACCOUNT# TITLE

ASSETS

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1000-10110	CLAIM ON CASH & CASH EQUIV	1,324,801.65	
1000-10115	CASH - WEDC - INWOOD	0.00	
1000-10135	ESCROW	0.00	
1000-10180	DEPOSITS	12,000.00	
1000-10198	OTHER - MISC CLEARING	0.00	
1000-10341	TEXPOOL	0.00	
1000-10343	LOGIC	0.00	
1000-10481	INTEREST RECEIVABLE	0.00	
1000-11511	ACCTS REC - MISC	0.00	
1000-11517	ACCTS REC - SALES TAX	0.00	
1000-12810	LEASE PAYMENTS RECEIVABLE	0.00	
1000-12950	LOAN PROCEEDS RECEIVABLE	0.00	
1000-12996	LOAN RECEIVABLE	64,072.10	
1000-12997	ACCTS REC - JTM TECH	0.00	
1000-12998	ACCTS REC - FORGIVEABLE LOANS	533,333.33	
1000-14112	INVENTORY - MATERIAL/ SUPPLY	0.00	
1000-14116	INVENTORY - LAND & BUILDINGS	6,431,018.42	
1000-14118	INVENTORY - BAYCO/ SANDEN BLVD	0.00	
1000-14310	PREPAID EXPENSES - MISC	0.00	
1000-14410	DEFERRED OUTFLOWS	571,173.00	
			8,936,398.50

TOTAL ASSETS

8,936,398.50

LIABILITIES

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2000-20110	FEDERAL INCOME TAX PAYABLE	0.00
2000-20111	MEDICARE PAYABLE	0.00
2000-20112	CHILD SUPPORT PAYABLE	0.00
2000-20113	CREDIT UNION PAYABLE	0.00
2000-20114	IRS LEVY PAYABLE	0.00
2000-20115	NATIONWIDE DEFERRED COMP	0.00
2000-20116	HEALTH INSUR PAY-EMPLOYEE	0.23
2000-20117	TMRS PAYABLE	0.00
2000-20118	ROTH IRA PAYABLE	0.00
2000-20119	WORKERS COMP PAYABLE	0.00
2000-20120	FICA PAYABLE	0.00
2000-20121	TEC PAYABLE	0.00
2000-20122	STUDENT LOAN LEVY PAYABLE	0.00
2000-20123	ALIMONY PAYABLE	0.00
2000-20124	BANKRUPTCY PAYABLE	0.00
2000-20125	VALIC DEFERRED COMP	0.00
2000-20126	ICMA PAYABLE	0.00
2000-20127	EMP. LEGAL SERVICES PAYABLE	0.00
2000-20130	FLEXIBLE SPENDING ACCOUNT	0.00
2000-20131	EDWARD JONES DEFERRED COMP	0.00
2000-20132	EMP CARE FLITE	12.00
2000-20151	ACCRUED WAGES PAYABLE	0.00
2000-20180	ADDIT EMPLOYEE INSUR PAY	0.00
2000-20199	MISC PAYROLL PAYABLE	0.00

CITY OF WYLIE  
BALANCE SHEET  
AS OF: AUGUST 31ST, 2016

111-WYLIE ECONOMIC DEVEL CORP

ACCOUNT#	TITLE		
2000-20201	AP PENDING		4,366.64
2000-20210	ACCOUNTS PAYABLE	(	1,186.56)
2000-20530	PROPERTY TAXES PAYABLE		0.00
2000-20540	NOTES PAYABLE		571,173.00
2000-20810	DUE TO GENERAL FUND		0.00
2000-22270	DEFERRED INFLOW		259,072.10
2000-22275	DEF INFLOW - LEASE PRINCIPAL		0.00
2000-22280	DEFERRED INFLOW - LEASE INT		0.00
2000-22915	RENTAL DEPOSITS		0.00
<b>TOTAL LIABILITIES</b>			<b>833,437.41</b>
<b>EQUITY</b>			
3000-34110	FUND BALANCE - RESERVED		0.00
3000-34590	FUND BALANCE-UNRESERV/UNDESIG		7,984,197.60
<b>TOTAL BEGINNING EQUITY</b>			<b>7,984,197.60</b>
<b>TOTAL REVENUE</b>			<b>2,248,992.21</b>
<b>TOTAL EXPENSES</b>			<b>2,130,228.72</b>
<b>REVENUE OVER/(UNDER) EXPENSES</b>			<b>118,763.49</b>
<b>TOTAL EQUITY &amp; OVER/(UNDER)</b>			<b>8,102,961.09</b>
<b>TOTAL LIABILITIES, EQUITY &amp; OVER/(UNDER)</b>			<b>8,936,398.50</b>

922-GEN LONG TERM DEBT (WEDC)

ACCOUNT#	TITLE		
<b>ASSETS</b>			
1000-10312	GOVERNMENT NOTES	0.00	
1000-18110	LOAN - WEDC	0.00	
1000-18120	LOAN - BIRMINGHAM	0.00	
1000-18210	AMOUNT TO BE PROVIDED	0.00	
1000-18220	BIRMINGHAM LOAN	0.00	
1000-19050	DEF OUTFLOW - CONTRIBUTIONS	23,447.00	
1000-19075	DEF OUTFLOW - INVESTMENT EXP	5,062.00	
1000-19100	DEF OUTFLOW - ACT EXP/ASSUMP	2,154.00	
			30,663.00
<b>TOTAL ASSETS</b>			<b>30,663.00</b>

<b>LIABILITIES</b>			
2000-20310	COMPENSATED ABSENCES PAYABLE	44,287.86	
2000-20311	COMP ABSENCES PAYABLE-CURRENT	0.00	
2000-21410	ACCRUED INTEREST PAYABLE	4,018.84	
2000-28205	WEDC LOANS/CURRENT	51,876.64	
2000-28220	BIRMINGHAM LOAN	0.00	
2000-28230	INWOOD LOAN	0.00	
2000-28232	ANB LOAN/EDGE	1,650,927.28	
2000-28233	ANB LOAN/PEDDICORD WHITE	616,779.19	
2000-28234	ANB LOAN/RANDACK HUGHES	138,838.31	
2000-28235	ANB LOAN	0.00	
2000-28236	ANB CONSTRUCTION LOAN	0.00	
2000-28237	ANB LOAN/ WOODBRIDGE PARKWAY	690,867.94	
2000-28238	ANB LOAN/BUCHANAN	242,652.56	
2000-28239	ANB LOAN/JONES:HOBART PAYOFF	296,438.73	
2000-28240	HUGHES LOAN	0.00	
2000-28250	CITY OF WYLIE LOAN	0.00	
2000-28260	PRIME KUTS LOAN	0.00	
2000-28270	BOWLAND/ANDERSON LOAN	0.00	
2000-28280	CAPITAL ONE CAZAD LOAN	0.00	
2000-28290	HOBART/COMMERCE LOAN	0.00	
2000-29150	NET PENSION LIABILITY	147,106.00	
<b>TOTAL LIABILITIES</b>			<b>3,883,793.35</b>

<b>EQUITY</b>			
3000-34590	FUND BALANCE-UNRESERV/UNDESIG	( 2,525,176.19)	
3000-35900	UNRESTRICTED NET POSITION	( 114,969.00)	
<b>TOTAL BEGINNING EQUITY</b>			<b>( 2,640,145.19)</b>
<b>TOTAL REVENUE</b>			<b>( 1,685,000.00)</b>
<b>TOTAL EXPENSES</b>			<b>( 472,014.84)</b>
<b>REVENUE OVER/(UNDER) EXPENSES</b>			<b>( 1,212,985.16)</b>
<b>TOTAL EQUITY &amp; OVER/(UNDER)</b>			<b>( 3,853,130.35)</b>

922-GEN LONG TERM DEBT (WEDC)

ACCOUNT#            TITLE

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TOTAL LIABILITIES, EQUITY & OVER/(UNDER)

30,663.00

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CITY OF WYLIE  
 REVENUE AND EXPENSE REPORT - (UNAUDITED)  
 AS OF: AUGUST 31ST, 2016

111-WYLIE ECONOMIC DEVEL CORP  
 FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>							
TAXES	2,257,829.00	268,976.24	0.00	1,812,485.99	0.00	445,343.01	80.28
INTERGOVERNMENTAL REV.	0.00	0.00	0.00	0.00	0.00	0.00	0.00
INTEREST INCOME	12,950.00	1,238.02	0.00	12,532.56	0.00	425.44	96.72
MISCELLANEOUS INCOME	141,200.00	3,050.00	0.00	( 1,579,078.17)	0.00	1,720,278.17	118.33-
OTHER FINANCING SOURCES	<u>1,685,000.00</u>	<u>101,122.49</u>	<u>0.00</u>	<u>2,003,051.83</u>	<u>0.00</u>	<u>( 318,051.83)</u>	<u>118.88</u>
TOTAL REVENUES	<u>4,096,987.00</u>	<u>374,386.75</u>	<u>0.00</u>	<u>2,248,992.21</u>	<u>0.00</u>	<u>1,847,994.79</u>	<u>54.89</u>
<u>EXPENDITURE SUMMARY</u>							
DEVELOPMENT CORP-WEDC	<u>5,543,411.00</u>	<u>250,945.41</u>	<u>0.00</u>	<u>2,130,228.72</u>	<u>4,891.47</u>	<u>3,408,290.81</u>	<u>38.52</u>
TOTAL EXPENDITURES	<u>5,543,411.00</u>	<u>250,945.41</u>	<u>0.00</u>	<u>2,130,228.72</u>	<u>4,891.47</u>	<u>3,408,290.81</u>	<u>38.52</u>
REVENUE OVER/ (UNDER) EXPENDITURES	( 1,446,424.00)	123,441.34	0.00	118,763.49	( 4,891.47)	( 1,560,296.02)	7.87-

CITY OF WYLIE  
 REVENUE AND EXPENSE REPORT - (UNAUDITED)  
 AS OF: AUGUST 31ST, 2016

111-WYLIE ECONOMIC DEVEL CORP  
 REVENUES

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<b>TAXES</b>							
4000-40150 REV IN LEIU OF TAXES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4000-40210 SALES TAX	2,257,829.00	268,976.24	0.00	1,812,485.99	0.00	445,343.01	80.28
TOTAL TAXES	2,257,829.00	268,976.24	0.00	1,812,485.99	0.00	445,343.01	80.28
<b>INTERGOVERNMENTAL REV.</b>							
4000-43518 380 ECONOMIC AGREEMENTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL INTERGOVERNMENTAL REV.	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>INTEREST INCOME</b>							
4000-46050 CERTIFICATE OF DEPOSIT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4000-46110 ALLOCATED INTEREST EARNINGS	1,000.00	241.53	0.00	1,571.17	0.00	(571.17)	157.12
4000-46140 TEXPOOL INTEREST	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4000-46143 LOGIC INTEREST	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4000-46150 INTEREST EARNINGS	3,817.00	269.99	0.00	3,133.69	0.00	683.31	82.10
4000-46160 LOAN REPAYMENT (PRINCIPAL)	8,141.00	726.50	0.00	7,827.70	0.00	313.30	96.15
4000-46210 BANK MONEY MARKET INTEREST	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL INTEREST INCOME	12,958.00	1,238.02	0.00	12,532.56	0.00	425.44	96.72
<b>MISCELLANEOUS INCOME</b>							
4000-48110 RENTAL INCOME	141,200.00	3,050.00	0.00	103,050.00	0.00	38,150.00	72.98
4000-48310 RECOVERY - PRIOR YEAR EXPEN	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4000-48410 MISCELLANEOUS INCOME	0.00	0.00	0.00	(100.00)	0.00	100.00	0.00
4000-48430 GAIN/(LOSS) SALE OF CAP ASS	0.00	0.00	0.00	(1,682,028.17)	0.00	1,682,028.17	0.00
TOTAL MISCELLANEOUS INCOME	141,200.00	3,050.00	0.00	(1,579,078.17)	0.00	1,720,278.17	118.33-
<b>OTHER FINANCING SOURCES</b>							
4000-49160 TRANSFER FROM GENERAL FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4000-49325 BANK NOTE PROCEEDS	1,685,000.00	0.00	0.00	1,685,000.00	0.00	0.00	100.00
4000-49550 LEASE PRINCIPAL PAYMENTS (O	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4000-49600 INSURANCE RECOVERIES	0.00	101,122.49	0.00	318,051.83	0.00	(318,051.83)	0.00
TOTAL OTHER FINANCING SOURCES	1,685,000.00	101,122.49	0.00	2,003,051.83	0.00	(318,051.83)	118.88
<b>TOTAL REVENUES</b>	<b>4,096,987.00</b>	<b>374,386.75</b>	<b>0.00</b>	<b>2,248,992.21</b>	<b>0.00</b>	<b>1,847,994.79</b>	<b>54.89</b>

CITY OF WYLIE  
 REVENUE AND EXPENSE REPORT - (UNAUDITED)  
 AS OF: AUGUST 31ST, 2016

111-WYLIE ECONOMIC DEVEL CORP  
 DEVELOPMENT CORP-WEDC  
 DEPARTMENTAL EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR FO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>PERSONNEL SERVICES</u>							
5611-51110 SALARIES	238,052.00	19,257.70	0.00	200,921.14	0.00	37,130.86	84.40
5611-51130 OVERTIME	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5611-51140 LONGEVITY PAY	1,073.00	0.00	0.00	1,024.00	0.00	49.00	95.43
5611-51145 SICK LEAVE BUYBACK	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5611-51160 CERTIFICATION INCENTIVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5611-51170 PARAMEDIC INCENTIVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5611-51210 CAR ALLOWANCE	12,600.00	986.18	0.00	10,786.17	0.00	1,813.83	85.60
5611-51220 PHONE ALLOWANCE	4,656.00	0.00	0.00	4,356.00	0.00	300.00	93.56
5611-51230 CLOTHING ALLOWANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5611-51260 MOVING ALLOWANCE	5,000.00	0.00	0.00	0.00	0.00	5,000.00	0.00
5611-51310 TMRS	36,677.00	2,949.56	0.00	30,865.77	0.00	5,811.23	84.16
5611-51410 HOSPITAL & LIFE INSURANCE	38,107.00	2,529.38	0.00	25,201.14	0.00	12,905.86	66.13
5611-51415 EXECUTIVE HEALTH PLAN	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5611-51420 LONG-TERM DISABILITY	1,357.00	77.01	0.00	827.60	0.00	529.40	60.99
5611-51440 FICA	15,607.00	1,220.50	0.00	10,754.16	0.00	4,852.84	68.91
5611-51450 MEDICARE	3,650.00	285.44	0.00	3,010.24	0.00	639.76	82.47
5611-51470 WORKERS COMP PREMIUM	663.00	0.00	0.00	637.47	0.00	25.53	96.15
5611-51480 UNEMPLOYMENT COMP (TWC)	810.00	0.00	0.00	513.00	0.00	297.00	63.33
TOTAL PERSONNEL SERVICES	358,252.00	27,305.77	0.00	288,896.69	0.00	69,355.31	80.64
<u>SUPPLIES</u>							
5611-52010 OFFICE SUPPLIES	3,500.00	0.00	0.00	1,580.71	0.00	1,919.29	45.16
5611-52040 POSTAGE & FREIGHT	980.00	0.00	0.00	46.58	0.00	933.42	4.75
5611-52130 TOOLS/ EQUIP (NON-CAPITAL)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5611-52810 FOOD SUPPLIES	2,000.00	27.44	0.00	1,108.85	0.00	891.15	55.44
5611-52990 OTHER	5,000.00	0.00	0.00	0.00	0.00	5,000.00	0.00
TOTAL SUPPLIES	11,480.00	27.44	0.00	2,736.14	0.00	8,743.86	23.83
<u>MATERIALS FOR MAINTENANC</u>							
5611-54630 TOOLS & EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5611-54810 COMPUTER HARD/SOFTWARE	3,000.00	0.00	0.00	3,870.15	0.00	( 870.15)	129.01
5611-54990 OTHER	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL MATERIALS FOR MAINTENANC	3,000.00	0.00	0.00	3,870.15	0.00	( 870.15)	129.01
<u>CONTRACTUAL SERVICES</u>							
5611-56030 INCENTIVES	2,012,414.00	23,442.79	0.00	1,379,588.12	0.00	632,825.88	68.55
5611-56040 SPECIAL SERVICES	112,900.00	119,134.19	0.00	241,418.43	842.50	( 129,360.93)	214.58
5611-56080 ADVERTISING	35,280.00	4,094.98	0.00	24,987.98	0.00	10,292.02	70.83
5611-56090 COMMUNITY DEVELOPMENT	47,250.00	3,865.00	0.00	33,651.40	3,935.00	9,663.60	79.55
5611-56110 COMMUNICATIONS	5,960.00	308.98	0.00	5,015.38	113.97	830.65	86.06
5611-56180 RENTAL	29,400.00	2,444.00	0.00	27,984.68	0.00	1,415.32	95.19
5611-56210 TRAVEL & TRAINING	29,450.00	2,204.83	0.00	26,171.53	0.00	3,278.47	88.87
5611-56250 DUES & SUBSCRIPTIONS	18,890.00	3,548.03	0.00	14,515.43	0.00	4,374.57	76.84
5611-56310 INSURANCE	4,310.00	0.00	0.00	2,538.03	0.00	1,771.97	58.89
5611-56510 AUDIT & LEGAL SERVICES	23,000.00	480.00	0.00	13,438.00	0.00	9,562.00	58.43
5611-56570 ENGINEERING/ARCHITECTURAL	20,000.00	0.00	0.00	9,842.21	0.00	10,157.79	49.21
5611-56610 UTILITIES-ELECTRIC	4,500.00	195.01	0.00	3,917.82	0.00	582.18	87.06
TOTAL CONTRACTUAL SERVICES	2,343,354.00	159,717.81	0.00	1,783,069.01	4,891.47	555,393.52	76.30

CITY OF WYLIE  
 REVENUE AND EXPENSE REPORT - (UNAUDITED)  
 AS OF: AUGUST 31ST, 2016

111-WYLIE ECONOMIC DEVEL CORP  
 DEVELOPMENT CORP-WEDC  
 DEPARTMENTAL EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>DEBT SERVICE &amp; CAP. REPL</u>							
5611-57110 DEBT SERVICE	686,825.00	0.00	0.00	0.00	0.00	686,825.00	0.00
5611-57410 PRINCIPAL PAYMENT	0.00	51,944.51	0.00	471,669.47	0.00	( 471,669.47)	0.00
5611-57415 INTEREST EXPENSE	0.00	11,949.88	0.00	123,051.19	0.00	( 123,051.19)	0.00
5611-57710 BAD DEBT EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL DEBT SERVICE & CAP. REPL	686,825.00	63,894.39	0.00	594,720.66	0.00	92,104.34	86.59
<u>CAPITAL OUTLAY</u>							
5611-58110 LAND-PURCHASE PRICE	1,885,000.00	0.00	0.00	1,912,637.00	0.00	( 27,637.00)	101.47
5611-58120 DEVELOPMENT FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5611-58150 LAND-BETTERMENTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5611-58210 STREETS & ALLEYS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5611-58410 SANITARY SEWER	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5611-58810 COMPUTER HARD/SOFTWARE	3,000.00	0.00	0.00	6,328.39	0.00	( 3,328.39)	210.95
5611-58830 FURNITURE & FIXTURES	2,500.00	0.00	0.00	1,343.01	0.00	1,156.99	53.72
5611-58910 BUILDINGS	250,000.00	0.00	0.00	0.00	0.00	250,000.00	0.00
5611-58995 CONTRA CAPITAL OUTLAY	0.00	0.00	0.00	( 2,463,372.33)	0.00	2,463,372.33	0.00
TOTAL CAPITAL OUTLAY	2,140,500.00	0.00	0.00	( 543,063.93)	0.00	2,683,563.93	25.37-
<u>OTHER FINANCING (USES)</u>							
5611-59111 TRANSFER TO GENERAL FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5611-59190 TRANSFER TO THOROUGHFARE IMP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5611-59430 TRANSFER TO CAPITAL FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5611-59990 PROJECT ACCOUNTING	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER FINANCING (USES)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<hr/>							
TOTAL DEVELOPMENT CORP-WEDC	5,543,411.00	250,945.41	0.00	2,130,228.72	4,891.47	3,408,290.81	38.52
<hr/>							
TOTAL EXPENDITURES	5,543,411.00	250,945.41	0.00	2,130,228.72	4,891.47	3,408,290.81	38.52
<hr/>							
REVENUE OVER (UNDER) EXPENDITURES	( 1,446,424.00)	123,441.34	0.00	118,763.49	( 4,891.47)	( 1,560,296.02)	7.87-

\*\*\* END OF REPORT \*\*\*

Wylie Economic Development Corporation  
 Balance Sheet Sub Ledger  
 August 31, 2016

**Notes Payable**

		Date of Purchase	Payment	Beginning Bal.	Principal	Interest	Rate of Interest	Principal Balance
August 1, 2016								3,740,688.41
ANBTX - 88130968	HUGHES/RANDACK(#45 of 60)	10/23/12	10,107.00	157,913.70	9,564.14	542.86	3.99	148,349.56
ANBTX -88130976	WOODBIDGE PKWY (#24 of 60)	8/15/14	13,267.93	714,668.59	11,662.72	1,605.21	2.61	703,005.87
ANBTX -88148481	BUCHANAN (#24 of 60)	8/13/14	7,331.95	255,730.13	6,528.53	803.42	3.77	249,201.60
ANBTX - 88149711	PEDDICORD / WHITE (#20 OF 120	12/12/14	7,382.45	627,172.04	5,187.35	2,195.10	4.20	621,984.69
ANBTX - 88158043	K&M / HOBART (#11 of 48)	9/2/15	8,745.25	311,647.09	7,706.43	1,038.82	4.00	303,940.66
ANBTX - 88157334	LINDUFF/EDGE (#2 of 15)	10/21/15	17,059.81	1,673,556.86	11,295.34	5,764.47	4.00	1,662,261.52
August 31, 2016					\$51,944.51	\$11,949.88		3,688,743.90

Wylie Economic Development Corporation  
Inventory Subledger  
August 31, 2016

Inventory - Land

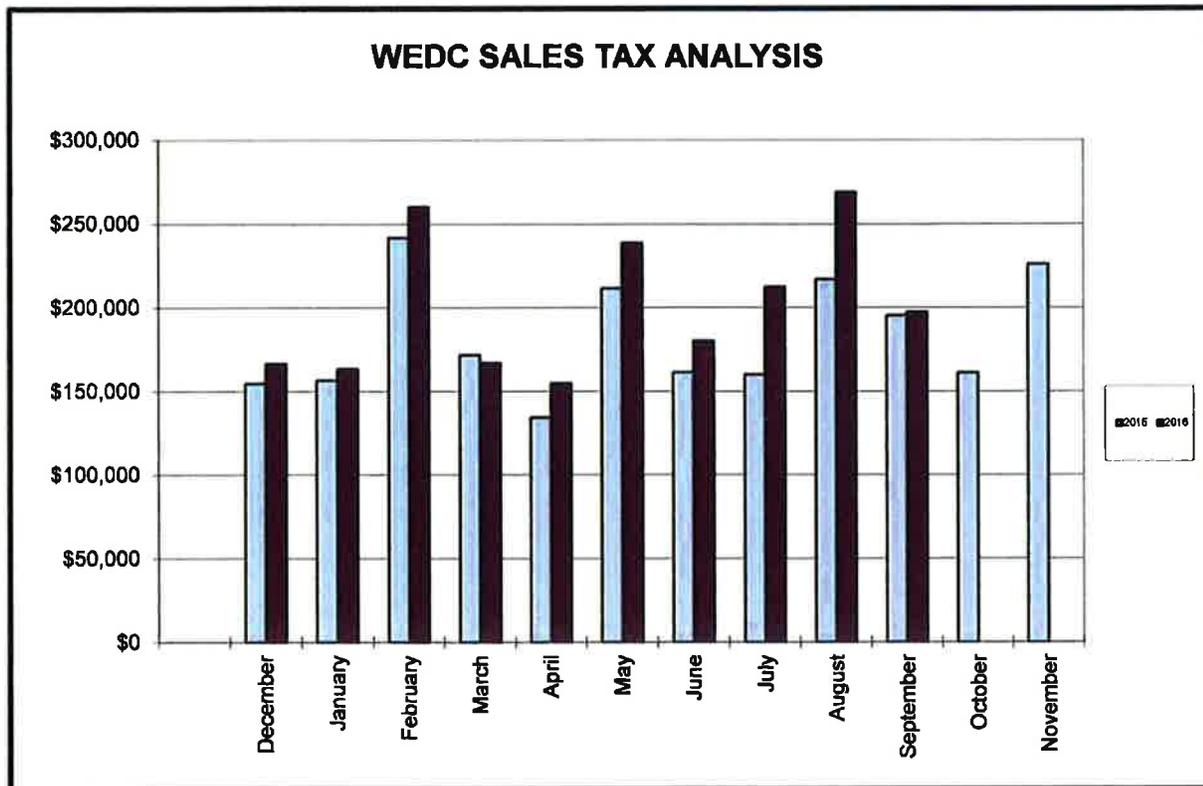
	Date of Pur.	Address	Acreage	Improvements	Cost Basis	Sub-totals
<b>Cooper</b>						
McMasters	7/12/05	709 Cooper	0.48	n/a	\$202,045	
Heath	12/28/05	706 Cooper	0.46	\$32,005	186,934	
Perry	9/13/06	707 Cooper	0.49	Demo	200,224	
Bowland/Anderson	10/9/07	Cooper Dr.	0.37	n/a	106,419	
KCS	8/1/08	Cooper Dr.	0.41	n/a	60,208	
Duel Products	9/7/12	704 Cooper Dr.	0.50	n/a	127,452	
Randack	10/23/12	711-713 Cooper Dr.	1.09	8,880	400,334	
Lot 2R3	7/24/14	Cooper Dr.	0.95	n/a	29,056	\$1,312,672
<b>Industrial Ct.</b>						
Hughes	7/25/06	211 - 212 Industrial	0.74	209,801	420,361	
		R.O.W.	0.18		41,585	
Prime Kuts	10/8/07	207 Industrial	0.20	182,223	229,284	
		R.O.W.	0.11	n/a	77,380	
Cazad	3/17/08	210 Industrial	0.27	128,083	200,782	
Buchanan	8/13/14	400 S. Hwy 78	1.25	Demo	503,233	
Glenn	4/24/15	209 Industrial Ct	0.18	69,426	326,773	
		R.O.W.	0.12	n/a		
Mann Made	2/10/16	398 S. Hwy 78	1.23	Demo	750,244	
C.O.W	4/13/16	R.O.W.	0.29	n/a	52,653	2,602,295
<b>Regency</b>	6/4/10	25 Steel Road	0.65	n/a	25,171	25,171
<b>Commerce</b>	11/12/13	Commerce	1.60	n/a	156,820	
Hobart	1/6/14	605 Commerce	1.07	396,263	386,380	543,200
<b>Downtown</b>	3/17/14	104 N. Jackson	0.17	Demo	220,034	
Udoh	2/12/14	109 Marble	0.17	n/a	70,330	
Peddicord	12/12/14	108/110 Jackson	0.35	155,984	486,032	
City Lot	12/12/14	100 W. Oak St	0.35	n/a		
Jones (K&M)	9/3/15	106 N. Birmingham	0.21	42,314	190,596	
FBC Lot	6/15/16	111 N. Ballard St	0.20	na	150,964	1,117,956
<b>Alanis</b>	12/12/14	Alanis	6.63	n/a	420,336	420,336
<b>South Ballard</b>	6/3/15	505 - 607 S. Ballard	0.95	Demo	409,390	409,390
<b>Total</b>			21.65	\$1,433,599	62,424	\$6,431,019

\*A Journal entry was made by auditors to adjust the cost of the Hughes land by \$4,638.79. This amount was for taxes owed and not part of land value.

\*Prime Kuts total purchase price was \$306,664.45. The distribution between 207 Industrial and R.O.W. purchased was developed by Seller for tax purposes.

**WYLIE ECONOMIC DEVELOPMENT CORPORATION  
SALES TAX REVENUE  
FOR THE MONTH OF SEPTEMBER 2016**

MONTH	WEDC 2014	WEDC 2015	WEDC 2016	DIFF 15 VS 16	% DIFF 15 VS 16
DECEMBER	\$134,371	\$154,719	\$166,418	\$11,700	7.56%
JANUARY	128,968	156,685	163,463	6,778	4.33%
FEBRUARY	213,877	241,858	260,166	18,309	7.57%
MARCH	121,483	171,741	167,082	-4,659	-2.71%
APRIL	124,866	134,475	154,920	20,445	15.20%
MAY	200,476	211,645	238,646	27,002	12.76%
JUNE	145,137	161,426	180,194	18,768	11.63%
JULY	149,537	159,973	212,620	52,646	32.91%
AUGUST	193,751	216,962	268,976	52,014	23.97%
SEPTEMBER	154,328	195,347	197,339	1,992	1.02%
OCTOBER	152,545	160,876			
NOVEMBER	213,292	226,078			
Sub-Total	\$1,932,632	\$2,191,785	\$2,009,825	\$204,994	11.36%
AUDIT ADJ					
TOTAL	\$1,932,632	\$2,191,785	\$2,009,825	\$204,994	11.36%





# Wylie City Council

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## AGENDA REPORT

**Meeting Date:** September 27, 2016  
**Department:** Planning  
**Prepared By:** Renae' Ollie  
**Date Prepared:** August 24, 2016

**Item Number:** 1  
*(City Secretary's Use Only)*  
**Account Code:** \_\_\_\_\_  
**Budgeted Amount:** \_\_\_\_\_  
**Exhibits:** 4

### Subject

Conduct the 2<sup>nd</sup> Public Hearing for the annexation of approximately 2 acres of land situated in the Guadalupe De Los Santos Survey, Abstract No. 1100, Collin County, Texas, located southeast of the intersection of South Ballard and Pleasant Valley Road. **2016-03A**

### Recommendation

Conduct Public Hearing only. No action is necessary.

### Discussion

**Property Owner: Alan Stufft**

**Applicant: Ron Haynes**

This annexation is at the request of the property owner and applicant of a 2.009 acre tract. The subject tract is contiguous to existing city limits on the west, south and east side, while properties to the north across Pleasant Valley are within unincorporated Collin County.

The applicant desires to bring the subject tract into the city and zone it under the same Planned Development as the surrounding Dominion of Pleasant Valley master planned community.

Exhibits attached: Exhibit "A" Legal Description; Exhibit "B" Boundary Survey; Exhibit "C" Location Map; and Exhibit "D" Service Plan

Before a municipality may begin annexation proceedings, the governing body of the municipality must conduct two (2) public hearings at which persons interested in the annexation are given the opportunity to be heard. The notice for each hearing must be published at least once on or after the 20th day but before the 10th day before the date of the hearing and must remain posted on the municipality's website until the date of the hearing. In compliance with state law, the following schedule has been adhered to:

Notice published for Public Hearings	August 24, 2016 and September 7, 2016
First Public Hearing	September 13, 2016
Second Public Hearing	September 27, 2016
Adoption of Ordinance	September 27, 2016

Article 1, Section 3 of the Wylie City Charter authorizes the City Council to adjust boundaries. This annexation is being conducted in compliance with Sections 43.052 (h) (2) and 43.063 of the Local Government Code.

## EXHIBIT "A"

### LEGAL DESCRIPTION

BEING a tract of land located in Collin County, Texas, a part of the Guadalupe De Los Santos Survey, Abstract Number 1100, and being a part of a called 3.00 acre tract of land described in a warranty deed to Alan L. Stufft and wife, Cheryl A. Stufft as recorded in Volume 5822, Page 988, Official Public Records of Collin County, Texas, and being further described as follows:

COMMENCING at a PK nail found at the east corner of said 3.00 acre tract of land, said point being in the center of Pleasant Valley Road, said point being the north corner of a called 139.871 acre tract of land described in a special warranty deed to Wylie DPV Limited Partnership as recorded in Document No. 20131029001473050, Official Public Records of Collin County, Texas;

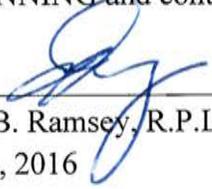
THENCE South 44 degrees 25 minutes 51 seconds West, 270.28 feet along the southeast line of said 3.00 acre tract of land and along the northwest line of said 139.871 acre tract of land to a one-half inch iron rod found for corner at the POINT OF BEGINNING of this tract of land;

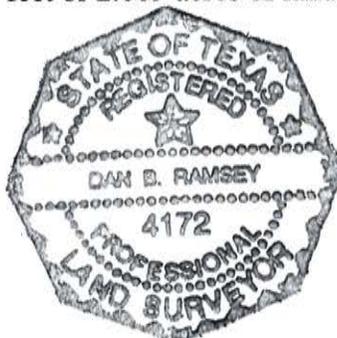
THENCE South 44 degrees 25 minutes 51 seconds West, 491.87 feet along the southeast line of said 3.00 acre tract of land and along the northwest line of said 139.871 acre tract of land to a one-half inch iron rod found at the south corner of said 3.00 acre tract of land;

THENCE North 40 degrees 34 minutes 09 seconds West, 173.81 feet along the southwest line of said 3.00 acre tract of land and along the northwest line of said 139.871 acre tract of land to a five-eighths inch iron rod found at the west corner of 3.00 acre tract of land, said point being in the southeast line of a called 80.178 acre tract of land described in a special warranty deed to Wylie DPV Limited Partnership as recorded in Document No. 20131029001473060, Official Public Records of Collin County, Texas;

THENCE North 44 degrees 25 minutes 51 seconds East, 518.88 feet along the northwest line of said 3.00 acre tract of land and along the southeast line of said 80.178 acre tract of land to a one half-inch iron rod found for corner;

THENCE South 31 degrees 53 minutes 00 seconds East, 178.21 feet to the POINT OF BEGINNING and containing 87,505 square feet or 2.009 acres of land.

  
\_\_\_\_\_  
Dan. B. Ramsey, R.P.L.S. No. 4172  
July 5, 2016

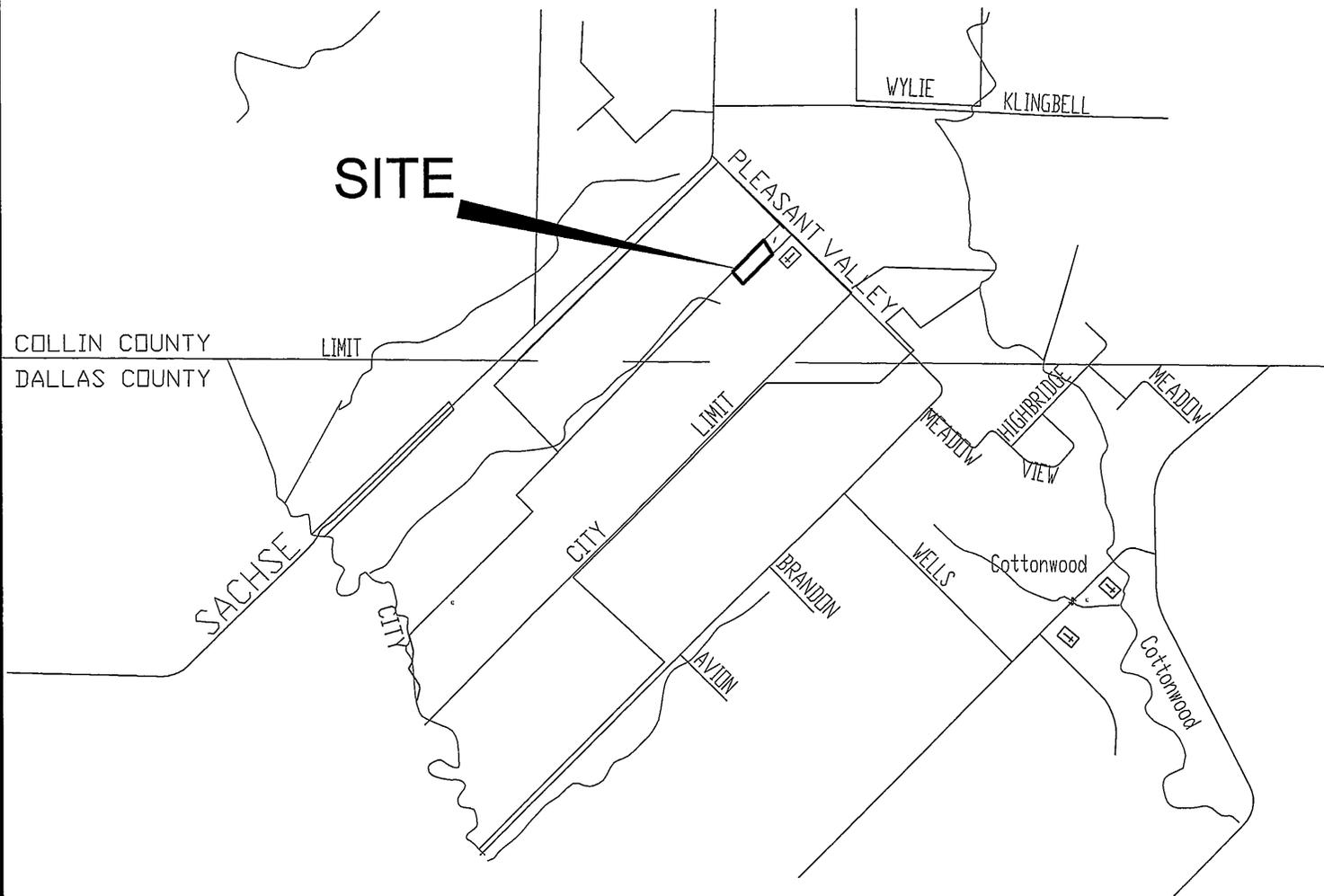




LOCATION MAP  
EXHIBIT "C"



NOT TO SCALE



TBPE No. F-438 TBPLS No. 10076000

<p>SCALE: NTS</p>	<p>DATE 7-5-16</p>	<p>DRAWN DBR</p>	<p>PROJECT HDC009 2,009 AC ANNEXATION EXHIBIT 8/5-11.dwg</p>	<p>16301 QUORUM DRIVE, SUITE 200B ADDISON, TEXAS 75001</p>	
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EXHIBIT "D"

**CITY OF WYLIE, TEXAS  
SERVICE PLAN FOR ANNEXED AREA  
STUFFT - DPV TRACT**

ANNEXATION ORDINANCE NO.: \_\_\_\_\_

DATE OF ANNEXATION ORDINANCE: XX-XX-XXXX

ACREAGE ANNEXED: 2.009 acres

SURVEY, ABSTRACT & COUNTY: Guadalupe De Los Santos Survey,  
Abstract No. 1100, Collin County, Texas

Municipal Services to the acreage described above shall be furnished by or on behalf of the City of Wylie, Texas (the "City"), at the following levels and in accordance with the following schedule:

**A. POLICE SERVICE**

1. Patrolling, responses to calls and other routine police services, within the limits of existing personnel and equipment and in a manner consistent with any of the methods of the City, extends police service to any other area of the municipality, will be provided within sixty (60) days of the effective date of the annexation ordinance.
2. As development and construction commence in this area, sufficient police personnel and equipment will be provided to furnish this area the maximum level of police services consistent with the characteristics of topography, land utilization and population density within the area as determined by the City Council within four and one-half (4-1/2) years from the effective date of the annexation ordinance, or upon commencement of development within the area, whichever occurs later.
3. Upon ultimate development of the area, the same level of police services will be provided to this area as are furnished throughout the City.

**FIRE SERVICES**

1. Fire protection by the present personnel and the present equipment of the Fire Department, within the limitations of available water and distances from existing fire stations, and in a manner consistent with any of the methods of the City, extends fire service to any other area of the municipality, will be provided to this area within sixty (60) days of the effective date of the annexation ordinance.
2. As development and construction commence in this area, sufficient fire and emergency ambulance equipment will be provided to furnish this area the maximum level of fire services consistent with the characteristics of topography, land utilization and population density within the area as

## EXHIBIT "D"

determined by the City Council within four and one-half (4-1/2) years from the effective date of the annexation ordinance, or upon commencement of development within the area, whichever occurs later.

3. Upon ultimate development of the area, the same level of fire and emergency ambulance services will be provided to this area as are furnished throughout the City.

### **C. ENVIRONMENTAL HEALTH AND CODE ENFORCEMENT SERVICES**

1. Enforcement of the City's environmental health ordinances and regulations, including but not limited to, weed and brush ordinances, junked and abandoned vehicle ordinances and animal control ordinances, shall be provided within this area sixty (60) days of the effective date of the annexation ordinance. These ordinances and regulations will be enforced through the use of existing personnel.
2. Complaints of ordinance or regulation violations within this area will be answered and investigated within sixty (60) days of the effective date of the annexation ordinance.
3. Inspection services, including the review of building plans, the issuance of permits and the inspection of all buildings, plumbing, mechanical and electrical work to ensure compliance with City codes and ordinances will be provided within sixty (60) days of the effective date of the annexation ordinance. Existing personnel will be used to provide these services.
4. The City's zoning, subdivision, sign and other ordinances shall be enforced in this area beginning within sixty (60) days of the effective date of the annexation ordinance.
5. All inspection services furnished by the City, but not mentioned above, will be provided to this area beginning within sixty (60) days of the effective date of the annexed ordinance.
6. As development and construction commence in this area, sufficient personnel will be provided to furnish this area the same level of Environmental Health and Code Enforcement Services as are furnished throughout the City.

### **D. PLANNING AND ZONING SERVICES**

The planning and zoning jurisdiction of the City will extend to this area within sixty (60) days of the effective date of the annexation ordinance. City planning will thereafter encompass this property, and it shall be entitled to consideration for zoning in accordance with the City's Comprehensive Zoning Ordinance and Comprehensive Plan.

## EXHIBIT "D"

### **E. PARK AND RECREATION SERVICES**

1. Residents of this property may utilize all existing park and recreational services, facilities and sites throughout the City, beginning within sixty (60) days of the effective date of the annexation ordinance.
2. Additional facilities and sites to serve this property and its residents will be acquired, developed and maintained at locations and times provided by applicable plans for providing parks and recreation services to the City.
3. Existing parks, playgrounds, swimming pools and other recreational facilities within this property shall, upon dedication to and acceptance by the City, be maintained and operated by the City of Wylie, but not otherwise.

### **F. SOLID WASTE COLLECTION**

1. Solid waste collection shall be provided to the property in accordance with existing City policies, beginning within sixty (60) days of the effective date of the annexation ordinance. Residents of this property utilizing private collection services at the time of annexation shall continue to do so until it becomes feasible because of increased density of population to serve the property municipally. Commercial refuse collection services will be provided to any business located in the annexed area at the same price as presently provided for any business customer within the City, upon request.
2. As development and construction commence in this property and population density increases to the property level, solid waste collection shall be provided to this property in accordance with the current policies of the City as to frequency, changes and so forth.
3. Solid waste collection shall begin within sixty (60) days of the effective date of the annexation ordinance.

### **G. STREETS**

1. The City's existing policies with regard to street maintenance, applicable throughout the entire City, shall apply to this property beginning within sixty (60) days of the effective date of the annexation ordinance. Unless a street within this property has been constructed or is improved to the City's standards and specifications, that street will not be maintained by the City.
2. As development, improvement or construction of streets to City standards commences within this property, the policies of the City with regard to participation in the costs thereof, acceptance upon completion and maintenance after completion, shall apply.
3. The same level of maintenance shall be provided to streets within this property which have been accepted by the City as is provided to City streets throughout the City.

## EXHIBIT "D"

4. Street lighting installed on streets improved to City standards shall be maintained in accordance with current City policies.

### **H. WATER SERVICES**

1. Connection to existing City water mains for water service for domestic, commercial and industrial use within this property will be provided in accordance with existing City policies. Upon connection to existing mains, water will be provided at rates established by City ordinances for such service throughout the City.
2. As development and construction commence in this property, water mains of the City will be extended in accordance with provisions of the Subdivision Regulations and other applicable ordinances and regulations. City participation in the costs of these extensions shall be in accordance with the applicable City ordinances and regulations. Such extensions will be commenced within two (2) years from the effective date of the annexation ordinance and substantially completed with four and one-half (4 1/2) years after that date.
3. Water mains installed or improved to City standards which are within the annexed area and are within dedicated easements shall be maintained by the City of Wylie beginning within sixty (60) days of the effective date of the annexation ordinance.
4. Private water lines within this property shall be maintained by their owners in accordance with existing policies applicable throughout the City.

### **I. SANITARY SEWER SERVICES**

1. Connections to existing City sanitary sewer mains for sanitary sewage service in this area will be provided in accordance with existing City policies. Upon connection, sanitary sewage service will be provided at rates established by City ordinances for such service throughout the City.
2. Sanitary sewage mains and/or lift stations installed or improved to City standards, located in dedicated easements, and which are within the annexed area and are connected to City mains will be maintained by the City of Wylie beginning within sixty (60) days of the effective date of the annexation ordinance.
3. As development and construction commence in this area, sanitary sewer mains of the City will be extended in accordance with provisions of the Subdivision Regulations and other applicable City ordinances and regulations. Such extensions will be commenced within two (2) years from the effective date of the annexation ordinance and substantially completed within four and one-half (4 1/2) years after that date.

## EXHIBIT "D"

### **J. MISCELLANEOUS**

1. Any facility or building located within the annexed area and utilized by the City in providing services to the area will be maintained by the City commencing upon the date of use or within sixty (60) days of the effective date of the annexation ordinance, whichever occurs later.
2. General municipal administrative services of the City shall be available to the annexed area beginning within sixty (60) days of the effective date of the annexation ordinance.
3. Notwithstanding, anything set forth above, this Service Plan does not require all municipal services be provided as set forth above if different characteristics of topography, land use and population density are considered a sufficient basis for providing different levels of service.
4. The Service Plan is valid for ten (10) years from the effective date of this Ordinance.



# Wylie City Council

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## AGENDA REPORT

**Meeting Date:** September 27, 2016  
**Department:** Planning  
**Prepared By:** Renaë Ollie  
**Date Prepared:** August 24, 2016

**Item Number:** 2  
*(City Secretary's Use Only)*  
**Account Code:** \_\_\_\_\_  
**Budgeted Amount:** \_\_\_\_\_  
**Exhibits:** 5

### Subject

Consider, act upon, Ordinance No. 2016-24 authorizing the annexation of approximately 2 acres of land situated in the Guadalupe De Los Santos Survey, Abstract No. 1100, Collin County, Texas, located southeast of the intersection of South Ballard and Pleasant Valley Road. **2016-03A**

### Recommendation

Motion to adopt Ordinance No. 2016-24 authorizing the annexation of approximately 2 acres of land situated in the Guadalupe De Los Santos Survey, Abstract No. 1100, Collin County, Texas, located southeast of the intersection of South Ballard and Pleasant Valley Road. **2016-03A**

### Discussion

**Property Owner: Alan Stufft**

**Applicant: Ron Haynes**

The subject tract is contiguous to existing city limits on the west, south and east side, while properties to the north across Pleasant Valley are within unincorporated Collin County. The applicant desires to bring the subject tract into the city and zone it under the same Planned Development as the surrounding Dominion of Pleasant Valley master planned community.

Before a municipality may begin annexation proceedings, the governing body of the municipality must conduct two (2) public hearings at which persons interested in the annexation are given the opportunity to be heard. The notice for each hearing must be published at least once on or after the 20th day but before the 10th day before the date of the hearing and must remain posted on the municipality's website until the date of the hearing. In compliance with state law, the following schedule has been adhered to:

Notice published for Public Hearings	August 24, 2016 and September 7, 2016
First Public Hearing	September 13, 2016
Second Public Hearing	September 27, 2016
Adoption of Ordinance	September 27, 2016

Article 1, Section 3 of the Wylie City Charter authorizes the City Council to adjust boundaries. This annexation is being conducted in compliance with Sections 43.052 (h) (2) and 43.063 of the Local Government Code. By adoption of this ordinance and the attached Exhibits ("A" Legal Description; Exhibit "B" Boundary Survey; Exhibit "C" Location Map; and Exhibit "D" Service Plan), the property is temporarily classified as Ag/30 (Agricultural District) until permanent zoning is established by the Council in accordance with Article 8 of the City of Wylie Comprehensive Zoning Ordinance.

**ORDINANCE NO. 2016-24**

**AN ORDINANCE ANNEXING A CERTAIN 2.009 ACRES OF LAND SITUATED IN THE GUADALUPE DE LOS SANTOS SURVEY, ABSTRACT NO. 1100, COLLIN COUNTY, TEXAS, AND BEING A PART OF A CALLED 3.00 ACRE TRACT OF LAND DESCRIBED IN A WARRANTY DEED TO ALAN L. STUFFT AND WIFE, CHERYL A. STUFFT AS RECORDED IN VOLUME 5822, PAGE 988, OFFICIAL PUBLIC RECORDS OF COLLIN COUNTY, TEXAS; PROVIDING FOR A PENALTY FOR THE VIOLATION OF THIS ORDINANCE; PROVIDING FOR THE REPEAL OF ALL ORDINANCES IN CONFLICT; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the City Council of the City of Wylie, Texas (“City Council”) under the authority of Section 43.021. Local Government Code and the City of Wylie, Texas’ (Wylie) Home Rule Charter, investigated and determined that it would be advantageous and beneficial to Wylie and its inhabitants to annex the below-described property (the “Property”) to Wylie; and;

**WHEREAS**, prior to conducting the public hearings required under Section 43.063, Local Government Code, the City Council also investigated and determined that the Property is within the extraterritorial jurisdiction of Wylie and is adjacent and contiguous to the existing city limits of Wylie; and

**WHEREAS**, before the publication of the notice of the first public hearing regarding the annexation of the Property, the City Council directed the appropriate persons to prepare a service plan that provides for the extension of full municipal services to the Property to be annexed; and

**WHEREAS**, the City Council finds that the service plan (EXHIBIT “D”) has been prepared in full compliance with Section 43.056, Local Government Code, and has been made available for public inspection and was available for explanation to the inhabitants of the Property at the public hearings; and

**WHEREAS**, the City Council finds that the field notes close the boundaries of the Property being annexed; and

**WHEREAS**, the City Council has conducted at least two (2) public hearings at which persons interested in the annexation were given an opportunity to be heard regarding the proposed annexation and the proposed service plan; and

**WHEREAS**, the City Council finds that the public hearings were conducted on or after the fortieth (40<sup>th</sup>) day but before the twentieth (20<sup>th</sup>) day before the date of institution of the annexation proceedings; and

**WHEREAS**, the City Council finds it has completed the annexation process within ninety (90) days after the City instituted the annexation proceedings; and

**WHEREAS**, the City Council finds that all legal notices, hearings, procedures and publishing requirements for annexation have been performed and completed in the manner and form set forth by law.

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

SECTION 1: That the Comprehensive Zoning Ordinance of the City of Wylie, Texas, be, and the same is hereby, amended by amending the Zoning Map of the City of Wylie, to give the hereinafter described property a new zoning classification of Agriculture/30 (A/30) District, said property being described in Exhibit "A" (Legal Description), Exhibit "B" (Annexation Boundary Survey), Exhibit "C" (Location Map) and attached hereto and made a part hereof for all purposes.

SECTION 2: That all ordinances of the City in conflict with the provisions of this ordinance be, and the same are hereby, repealed and all other ordinances of the City not in conflict with the provisions of this ordinance shall remain in full force and effect.

SECTION 3: That the above described property shall be used only in the manner and for the purposes provided for in the Comprehensive Zoning Ordinance of the City, as amended herein by the granting of this zoning classification.

SECTION 4: Any person, firm or corporation violating any of the provisions of this ordinance or the Comprehensive Zoning Ordinance, as amended hereby, commits an unlawful act and shall be subject to the general penalty provisions of Section 1.5 of the Zoning Ordinance, as the same now exists or is hereafter amended.

SECTION 5: Should any paragraph, sentence, subdivision, clause, phrase or section of this ordinance be adjudged or held to be unconstitutional, illegal or invalid, the same shall not affect the validity of this ordinance as a whole or any part or provision thereof, other than the part so declared to be invalid, illegal or unconstitutional, and shall not affect the validity of the Comprehensive Zoning Ordinance as a whole.

SECTION 6: This ordinance shall be in full force and effect from and after its adoption by the City Council and publication of its caption as the law and the City Charter provide in such cases.

SECTION 7: The repeal of any ordinance, or parts thereof, by the enactment of this Ordinance, shall not be construed as abandoning any action now pending under or by virtue of such ordinance; nor shall it have the effect of discontinuing, abating, modifying or altering any penalty accruing or to accrue, nor as effecting any rights of the municipality under any section or provisions of any ordinances at the time of passage of this ordinance.

**DULY PASSED AND APPROVED** by the City Council of the City of Wylie, Texas, this 27th day of September, 2016.

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Eric Hogue, Mayor

ATTEST:

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Carole Ehrlich, City Secretary

*DATE OF PUBLICATION:* October 5, 2016, *in the* Wylie News

## EXHIBIT "A"

### LEGAL DESCRIPTION

BEING a tract of land located in Collin County, Texas, a part of the Guadalupe De Los Santos Survey, Abstract Number 1100, and being a part of a called 3.00 acre tract of land described in a warranty deed to Alan L. Stufft and wife, Cheryl A. Stufft as recorded in Volume 5822, Page 988, Official Public Records of Collin County, Texas, and being further described as follows:

COMMENCING at a PK nail found at the east corner of said 3.00 acre tract of land, said point being in the center of Pleasant Valley Road, said point being the north corner of a called 139.871 acre tract of land described in a special warranty deed to Wylie DPV Limited Partnership as recorded in Document No. 20131029001473050, Official Public Records of Collin County, Texas;

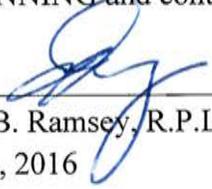
THENCE South 44 degrees 25 minutes 51 seconds West, 270.28 feet along the southeast line of said 3.00 acre tract of land and along the northwest line of said 139.871 acre tract of land to a one-half inch iron rod found for corner at the POINT OF BEGINNING of this tract of land;

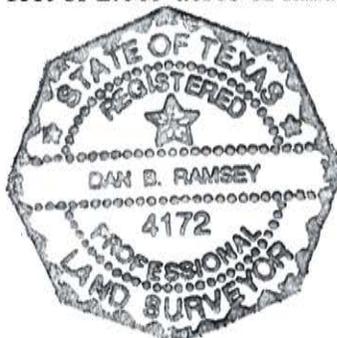
THENCE South 44 degrees 25 minutes 51 seconds West, 491.87 feet along the southeast line of said 3.00 acre tract of land and along the northwest line of said 139.871 acre tract of land to a one-half inch iron rod found at the south corner of said 3.00 acre tract of land;

THENCE North 40 degrees 34 minutes 09 seconds West, 173.81 feet along the southwest line of said 3.00 acre tract of land and along the northwest line of said 139.871 acre tract of land to a five-eighths inch iron rod found at the west corner of 3.00 acre tract of land, said point being in the southeast line of a called 80.178 acre tract of land described in a special warranty deed to Wylie DPV Limited Partnership as recorded in Document No. 20131029001473060, Official Public Records of Collin County, Texas;

THENCE North 44 degrees 25 minutes 51 seconds East, 518.88 feet along the northwest line of said 3.00 acre tract of land and along the southeast line of said 80.178 acre tract of land to a one half-inch iron rod found for corner;

THENCE South 31 degrees 53 minutes 00 seconds East, 178.21 feet to the POINT OF BEGINNING and containing 87,505 square feet or 2.009 acres of land.

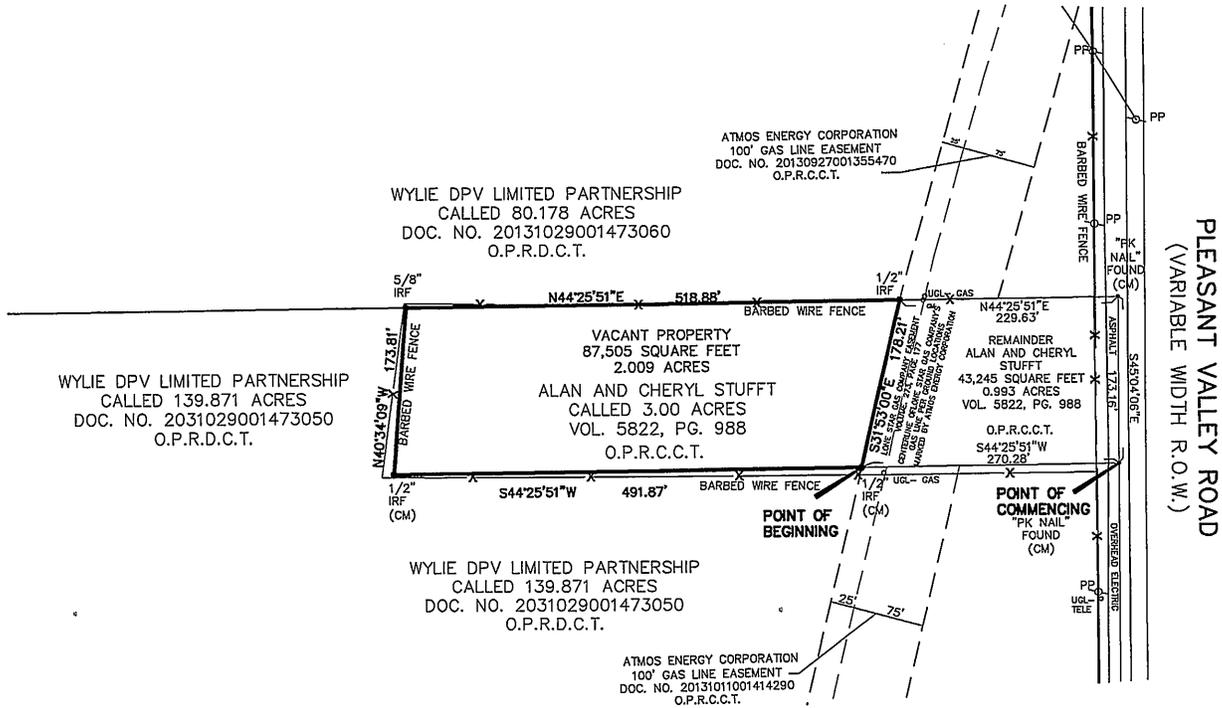
  
\_\_\_\_\_  
Dan. B. Ramsey, R.P.L.S. No. 4172  
July 5, 2016



# ANNEXATION EXHIBIT "B"



1"=200'



## LEGEND

- IRF IRON ROD FOUND
- CIRF CAPPED IRON ROD FOUND
- CM CONTROL MONUMENT
- POC POINT OF COMMENCING
- POB POINT OF BEGINNING
- S.F. SQUARE FEET

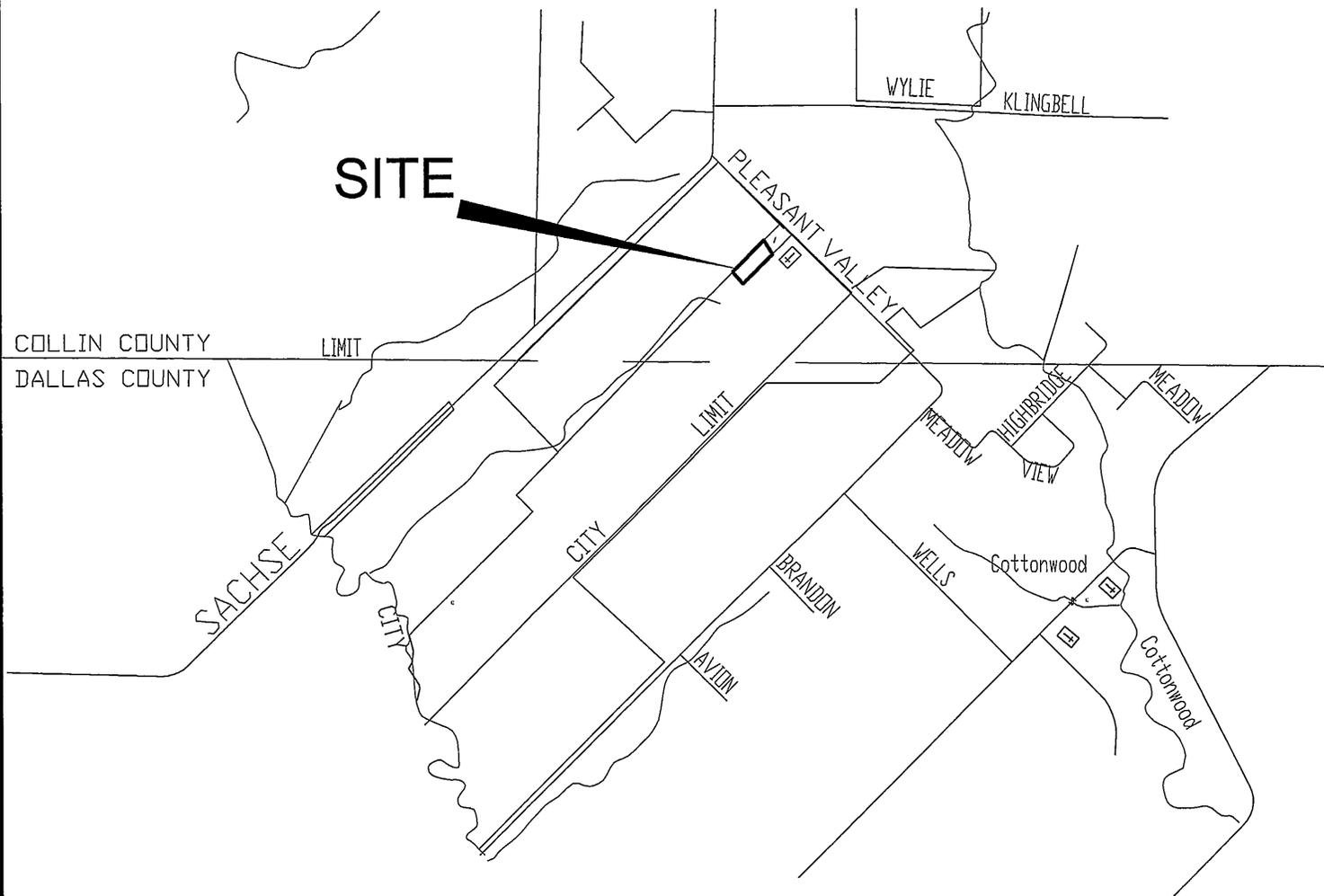
TBPE No. F-438 TBPLS No. 10076000

SCALE: 1"=200'	DATE 7-5-16	DRAWN DBR	PROJECT HDC009 2.009 AC ANNEXATION EXHIBIT 8/5-11.dwg	16301 QUORUM DRIVE, SUITE 200B ADDISON, TEXAS 75001	
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LOCATION MAP  
EXHIBIT "C"



NOT TO SCALE



TBPE No. F-438 TBPLS No. 10076000

<p>SCALE: NTS</p>	<p>DATE 7-5-16</p>	<p>DRAWN DBR</p>	<p>PROJECT HDC009 2,009 AC ANNEXATION EXHIBIT 8/5-11.dwg</p>	<p>16301 QUORUM DRIVE, SUITE 200B ADDISON, TEXAS 75001</p>	
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EXHIBIT "D"

**CITY OF WYLIE, TEXAS  
SERVICE PLAN FOR ANNEXED AREA  
STUFFT - DPV TRACT**

ANNEXATION ORDINANCE NO.: 2016-24

DATE OF ANNEXATION ORDINANCE: 09-27-2016

ACREAGE ANNEXED: 2.009 acres

SURVEY, ABSTRACT & COUNTY: Guadalupe De Los Santos Survey,  
Abstract No. 1100, Collin County, Texas

Municipal Services to the acreage described above shall be furnished by or on behalf of the City of Wylie, Texas (the "City"), at the following levels and in accordance with the following schedule:

**A. POLICE SERVICE**

1. Patrolling, responses to calls and other routine police services, within the limits of existing personnel and equipment and in a manner consistent with any of the methods of the City, extends police service to any other area of the municipality, will be provided within sixty (60) days of the effective date of the annexation ordinance.
2. As development and construction commence in this area, sufficient police personnel and equipment will be provided to furnish this area the maximum level of police services consistent with the characteristics of topography, land utilization and population density within the area as determined by the City Council within four and one-half (4-1/2) years from the effective date of the annexation ordinance, or upon commencement of development within the area, whichever occurs later.
3. Upon ultimate development of the area, the same level of police services will be provided to this area as are furnished throughout the City.

**FIRE SERVICES**

1. Fire protection by the present personnel and the present equipment of the Fire Department, within the limitations of available water and distances from existing fire stations, and in a manner consistent with any of the methods of the City, extends fire service to any other area of the municipality, will be provided to this area within sixty (60) days of the effective date of the annexation ordinance.
2. As development and construction commence in this area, sufficient fire and emergency ambulance equipment will be provided to furnish this area the maximum level of fire services consistent with the characteristics of topography, land utilization and population density within the area as

## EXHIBIT "D"

determined by the City Council within four and one-half (4-1/2) years from the effective date of the annexation ordinance, or upon commencement of development within the area, whichever occurs later.

3. Upon ultimate development of the area, the same level of fire and emergency ambulance services will be provided to this area as are furnished throughout the City.

### **C. ENVIRONMENTAL HEALTH AND CODE ENFORCEMENT SERVICES**

1. Enforcement of the City's environmental health ordinances and regulations, including but not limited to, weed and brush ordinances, junked and abandoned vehicle ordinances and animal control ordinances, shall be provided within this area sixty (60) days of the effective date of the annexation ordinance. These ordinances and regulations will be enforced through the use of existing personnel.
2. Complaints of ordinance or regulation violations within this area will be answered and investigated within sixty (60) days of the effective date of the annexation ordinance.
3. Inspection services, including the review of building plans, the issuance of permits and the inspection of all buildings, plumbing, mechanical and electrical work to ensure compliance with City codes and ordinances will be provided within sixty (60) days of the effective date of the annexation ordinance. Existing personnel will be used to provide these services.
4. The City's zoning, subdivision, sign and other ordinances shall be enforced in this area beginning within sixty (60) days of the effective date of the annexation ordinance.
5. All inspection services furnished by the City, but not mentioned above, will be provided to this area beginning within sixty (60) days of the effective date of the annexed ordinance.
6. As development and construction commence in this area, sufficient personnel will be provided to furnish this area the same level of Environmental Health and Code Enforcement Services as are furnished throughout the City.

### **D. PLANNING AND ZONING SERVICES**

The planning and zoning jurisdiction of the City will extend to this area within sixty (60) days of the effective date of the annexation ordinance. City planning will thereafter encompass this property, and it shall be entitled to consideration for zoning in accordance with the City's Comprehensive Zoning Ordinance and Comprehensive Plan.

## EXHIBIT "D"

### **E. PARK AND RECREATION SERVICES**

1. Residents of this property may utilize all existing park and recreational services, facilities and sites throughout the City, beginning within sixty (60) days of the effective date of the annexation ordinance.
2. Additional facilities and sites to serve this property and its residents will be acquired, developed and maintained at locations and times provided by applicable plans for providing parks and recreation services to the City.
3. Existing parks, playgrounds, swimming pools and other recreational facilities within this property shall, upon dedication to and acceptance by the City, be maintained and operated by the City of Wylie, but not otherwise.

### **F. SOLID WASTE COLLECTION**

1. Solid waste collection shall be provided to the property in accordance with existing City policies, beginning within sixty (60) days of the effective date of the annexation ordinance. Residents of this property utilizing private collection services at the time of annexation shall continue to do so until it becomes feasible because of increased density of population to serve the property municipally. Commercial refuse collection services will be provided to any business located in the annexed area at the same price as presently provided for any business customer within the City, upon request.
2. As development and construction commence in this property and population density increases to the property level, solid waste collection shall be provided to this property in accordance with the current policies of the City as to frequency, changes and so forth.
3. Solid waste collection shall begin within sixty (60) days of the effective date of the annexation ordinance.

### **G. STREETS**

1. The City's existing policies with regard to street maintenance, applicable throughout the entire City, shall apply to this property beginning within sixty (60) days of the effective date of the annexation ordinance. Unless a street within this property has been constructed or is improved to the City's standards and specifications, that street will not be maintained by the City.
2. As development, improvement or construction of streets to City standards commences within this property, the policies of the City with regard to participation in the costs thereof, acceptance upon completion and maintenance after completion, shall apply.
3. The same level of maintenance shall be provided to streets within this property which have been accepted by the City as is provided to City streets throughout the City.

## EXHIBIT "D"

4. Street lighting installed on streets improved to City standards shall be maintained in accordance with current City policies.

### **H. WATER SERVICES**

1. Connection to existing City water mains for water service for domestic, commercial and industrial use within this property will be provided in accordance with existing City policies. Upon connection to existing mains, water will be provided at rates established by City ordinances for such service throughout the City.
2. As development and construction commence in this property, water mains of the City will be extended in accordance with provisions of the Subdivision Regulations and other applicable ordinances and regulations. City participation in the costs of these extensions shall be in accordance with the applicable City ordinances and regulations. Such extensions will be commenced within two (2) years from the effective date of the annexation ordinance and substantially completed with four and one-half (4 1/2) years after that date.
3. Water mains installed or improved to City standards which are within the annexed area and are within dedicated easements shall be maintained by the City of Wylie beginning within sixty (60) days of the effective date of the annexation ordinance.
4. Private water lines within this property shall be maintained by their owners in accordance with existing policies applicable throughout the City.

### **I. SANITARY SEWER SERVICES**

1. Connections to existing City sanitary sewer mains for sanitary sewage service in this area will be provided in accordance with existing City policies. Upon connection, sanitary sewage service will be provided at rates established by City ordinances for such service throughout the City.
2. Sanitary sewage mains and/or lift stations installed or improved to City standards, located in dedicated easements, and which are within the annexed area and are connected to City mains will be maintained by the City of Wylie beginning within sixty (60) days of the effective date of the annexation ordinance.
3. As development and construction commence in this area, sanitary sewer mains of the City will be extended in accordance with provisions of the Subdivision Regulations and other applicable City ordinances and regulations. Such extensions will be commenced within two (2) years from the effective date of the annexation ordinance and substantially completed within four and one-half (4 1/2) years after that date.

## EXHIBIT "D"

### **J. MISCELLANEOUS**

1. Any facility or building located within the annexed area and utilized by the City in providing services to the area will be maintained by the City commencing upon the date of use or within sixty (60) days of the effective date of the annexation ordinance, whichever occurs later.
2. General municipal administrative services of the City shall be available to the annexed area beginning within sixty (60) days of the effective date of the annexation ordinance.
3. Notwithstanding, anything set forth above, this Service Plan does not require all municipal services be provided as set forth above if different characteristics of topography, land use and population density are considered a sufficient basis for providing different levels of service.
4. The Service Plan is valid for ten (10) years from the effective date of this Ordinance.



# Wylie City Council

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## AGENDA REPORT

Meeting Date: September 27, 2016  
Department: Planning  
Prepared By: Renae' Ollie  
Date Prepared: September 13, 2016

Item Number: 3  
*(City Secretary's Use Only)*  
Account Code: \_\_\_\_\_  
Budgeted Amount: \_\_\_\_\_  
Exhibits: 4

### Subject

Conduct the 1<sup>st</sup> Public Hearing for the annexation of 4.165 acres of land situated in the R.D. Newman Survey, Abstract No. 660, Collin County, Texas, located at 2701 Hwy 78

### Recommendation

Conduct Public Hearing only. No action is necessary.

### Discussion

**Property Owner: Sandy Chen Ho**

**Applicant: Ryan Cole – Serene Global**

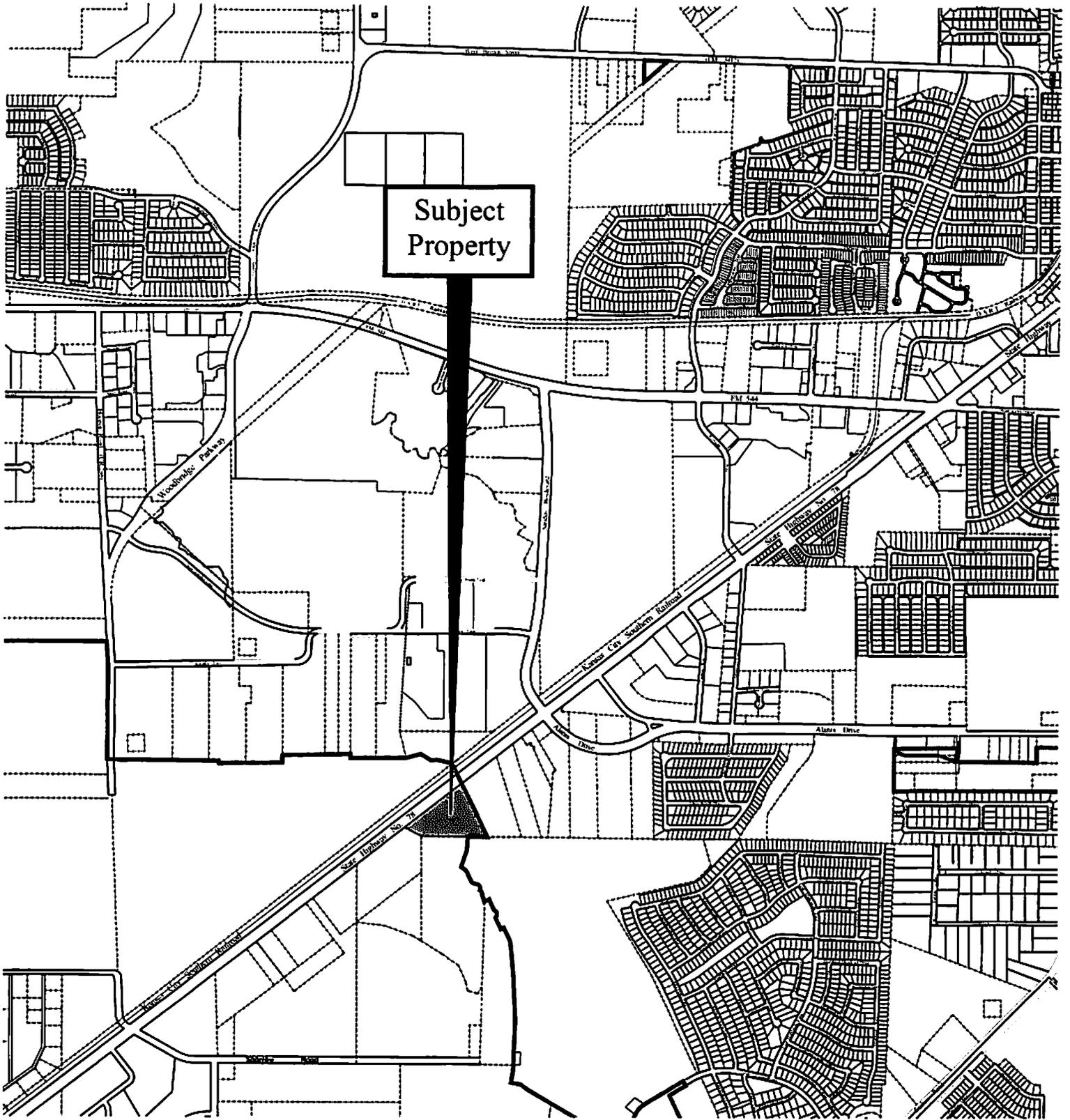
This annexation is at the request of the property owner and applicant of a 4.165 acre tract. The subject tract is contiguous to existing city limits on the north, east and south sides, while properties to west are within the jurisdiction of Sachse.

Exhibits attached: Exhibit "A" Legal Description; Exhibit "B" Annexation Boundary; Exhibit "C" Service Plan

Before a municipality may begin annexation proceedings, the governing body of the municipality must conduct two (2) public hearings at which persons interested in the annexation are given the opportunity to be heard. The notice for each hearing must be published at least once on or after the 20th day but before the 10th day before the date of the hearing and must remain posted on the municipality's website until the date of the hearing. In compliance with state law, the following schedule has been adhered to:

Notice published for Public Hearings	September 14, 2016 and September 21, 2016
First Public Hearing	September 27, 2016
Second Public Hearing	October 11, 2016
Adoption of Ordinance	October 25, 2016

Article 1, Section 3 of the Wylie City Charter authorizes the City Council to adjust boundaries. This annexation is being conducted in compliance with Sections 43.052 (h) (2) and 43.063 of the Local Government Code.



LOCATION MAP  
ANNEXATION CASE #2016-04

# EXHIBIT "A"

## Property Description

SITUATED in the State of Texas and the County of Collin, being part of the R. D. Newman Survey, Abstract No. 660, being part of a called 4.95 acre tract of land conveyed to All East Inc. by deed recorded in Document No. 92-0081176 of the Deed Records of Collin County, Texas and being more particularly described as follows:

BEGINNING at a 1/2 inch iron rod capped "Roome" set for corner in the existing southeast right-of-way line of State Highway 78, in the southwest line of said 4.95 acre tract and marking the northwest corner of Tract 2 of Woodbridge Villas, an addition to the City of Sachse, Collin County, Texas, according to the plat thereof recorded in Volume P, Page 933 of the Plat Records of Collin County, Texas;

THENCE with said southeast right-of-way line and crossing said 4.95 acre tract, North 52°18'37" East, 673.36 feet to a 1/2 inch iron rod capped "Roome" set for corner in the east line of said 4.95 acre tract and marking the northwest corner of the remainder of a called 7.062 acre tract of land conveyed to T. S. Miller, Ltd. by deed recorded in Volume 4418, Page 1494 of the Deed Records of Collin County, Texas;

THENCE with the west line of said Miller tract and the east line of said 4.95 acre tract, South 20°08'57" East, 517.58 feet to a point for corner in the north line of the remainder of a called 83.2736 acre tract of land conveyed to WGC Properties, LLC by deed recorded in Volume 4110, Page 1774 of the Deed Records of Collin County, Texas and marking the southwest corner of said Miller tract and the southeast corner of said 4.95 acre tract, from which an old wood fence post found for reference bears South 20°08'57" East, 0.59 feet;

THENCE with the north line of said WGC Properties tract, the north line of said Tract 2 and the south line of said 4.95 acre tract, North 88°51'27" West, 185.63 feet to a 1/2 inch iron rod capped "Roome" set for corner;

THENCE with the north line of said Tract 2 and the south line of said 4.95 acre tract as follows:

North 86°39'56" West, 117.57 feet to a 1/2 inch iron rod capped "Roome" set for corner,

North 87°36'56" West, 315.06 feet to a 1/2 inch iron rod capped "Roome" set for corner, and

North 61°33'29" West, 106.20 feet to the Point of Beginning and containing 4.165 acres of land, more or less.



EXHIBIT "C"

**CITY OF WYLIE, TEXAS  
SERVICE PLAN FOR ANNEXED AREA  
SERENE GLOBAL GROUP, INC**

ANNEXATION ORDINANCE NO.: \_\_\_\_\_

DATE OF ANNEXATION ORDINANCE: \_\_\_\_\_

ACREAGE ANNEXED: 4.165 acres

SURVEY, ABSTRACT & COUNTY: R.D. Newman Survey, Abstract No. 660,  
Collin County, Texas, 2701 S. Hwy 78

Municipal Services to the acreage described above shall be furnished by or on behalf of the City of Wylie, Texas (the "City"), at the following levels and in accordance with the following schedule:

**A. POLICE SERVICE**

1. Patrolling, responses to calls and other routine police services, within the limits of existing personnel and equipment and in a manner consistent with any of the methods of the City, extends police service to any other area of the municipality, will be provided within sixty (60) days of the effective date of the annexation ordinance.
2. As development and construction commence in this area, sufficient police personnel and equipment will be provided to furnish this area the maximum level of police services consistent with the characteristics of topography, land utilization and population density within the area as determined by the City Council within four and one-half (4-1/2) years from the effective date of the annexation ordinance, or upon commencement of development within the area, whichever occurs later.
3. Upon ultimate development of the area, the same level of police services will be provided to this area as are furnished throughout the City.

**FIRE SERVICES**

1. Fire protection by the present personnel and the present equipment of the Fire Department, within the limitations of available water and distances from existing fire stations, and in a manner consistent with any of the methods of the City, extends fire service to any other area of the municipality, will be provided to this area within sixty (60) days of the effective date of the annexation ordinance.
2. As development and construction commence in this area, sufficient fire and emergency ambulance equipment will be provided to furnish this area the maximum level of fire services consistent with the characteristics of topography, land utilization and population density within the area as

## EXHIBIT "C"

determined by the City Council within four and one-half (4-1/2) years from the effective date of the annexation ordinance, or upon commencement of development within the area, whichever occurs later.

3. Upon ultimate development of the area, the same level of fire and emergency ambulance services will be provided to this area as are furnished throughout the City.

### **C. ENVIRONMENTAL HEALTH AND CODE ENFORCEMENT SERVICES**

1. Enforcement of the City's environmental health ordinances and regulations, including but not limited to, weed and brush ordinances, junked and abandoned vehicle ordinances and animal control ordinances, shall be provided within this area sixty (60) days of the effective date of the annexation ordinance. These ordinances and regulations will be enforced through the use of existing personnel.
2. Complaints of ordinance or regulation violations within this area will be answered and investigated within sixty (60) days of the effective date of the annexation ordinance.
3. Inspection services, including the review of building plans, the issuance of permits and the inspection of all buildings, plumbing, mechanical and electrical work to ensure compliance with City codes and ordinances will be provided within sixty (60) days of the effective date of the annexation ordinance. Existing personnel will be used to provide these services.
4. The City's zoning, subdivision, sign and other ordinances shall be enforced in this area beginning within sixty (60) days of the effective date of the annexation ordinance.
5. All inspection services furnished by the City, but not mentioned above, will be provided to this area beginning within sixty (60) days of the effective date of the annexed ordinance.
6. As development and construction commence in this area, sufficient personnel will be provided to furnish this area the same level of Environmental Health and Code Enforcement Services as are furnished throughout the City.

### **D. PLANNING AND ZONING SERVICES**

The planning and zoning jurisdiction of the City will extend to this area within sixty (60) days of the effective date of the annexation ordinance. City planning will thereafter encompass this property, and it shall be entitled to consideration for zoning in accordance with the City's Comprehensive Zoning Ordinance and Comprehensive Plan.

## EXHIBIT "C"

### **E. PARK AND RECREATION SERVICES**

1. Residents of this property may utilize all existing park and recreational services, facilities and sites throughout the City, beginning within sixty (60) days of the effective date of the annexation ordinance.
2. Additional facilities and sites to serve this property and its residents will be acquired, developed and maintained at locations and times provided by applicable plans for providing parks and recreation services to the City.
3. Existing parks, playgrounds, swimming pools and other recreational facilities within this property shall, upon dedication to and acceptance by the City, be maintained and operated by the City of Wylie, but not otherwise.

### **F. SOLID WASTE COLLECTION**

1. Solid waste collection shall be provided to the property in accordance with existing City policies, beginning within sixty (60) days of the effective date of the annexation ordinance. Residents of this property utilizing private collection services at the time of annexation shall continue to do so until it becomes feasible because of increased density of population to serve the property municipally. Commercial refuse collection services will be provided to any business located in the annexed area at the same price as presently provided for any business customer within the City, upon request.
2. As development and construction commence in this property and population density increases to the property level, solid waste collection shall be provided to this property in accordance with the current policies of the City as to frequency, changes and so forth.
3. Solid waste collection shall begin within sixty (60) days of the effective date of the annexation ordinance.

### **G. STREETS**

1. The City's existing policies with regard to street maintenance, applicable throughout the entire City, shall apply to this property beginning within sixty (60) days of the effective date of the annexation ordinance. Unless a street within this property has been constructed or is improved to the City's standards and specifications, that street will not be maintained by the City.
2. As development, improvement or construction of streets to City standards commences within this property, the policies of the City with regard to participation in the costs thereof, acceptance upon completion and maintenance after completion, shall apply.
3. The same level of maintenance shall be provided to streets within this property which have been accepted by the City as is provided to City streets throughout the City.

## EXHIBIT "C"

4. Street lighting installed on streets improved to City standards shall be maintained in accordance with current City policies.

### **H. WATER SERVICES**

1. Connection to existing City water mains for water service for domestic, commercial and industrial use within this property will be provided in accordance with existing City policies. Upon connection to existing mains, water will be provided at rates established by City ordinances for such service throughout the City.
2. As development and construction commence in this property, water mains of the City will be extended in accordance with provisions of the Subdivision Regulations and other applicable ordinances and regulations. City participation in the costs of these extensions shall be in accordance with the applicable City ordinances and regulations. Such extensions will be commenced within two (2) years from the effective date of the annexation ordinance and substantially completed with four and one-half (4 1/2) years after that date.
3. Water mains installed or improved to City standards which are within the annexed area and are within dedicated easements shall be maintained by the City of Wylie beginning within sixty (60) days of the effective date of the annexation ordinance.
4. Private water lines within this property shall be maintained by their owners in accordance with existing policies applicable throughout the City.

### **I. SANITARY SEWER SERVICES**

1. Connections to existing City sanitary sewer mains for sanitary sewage service in this area will be provided in accordance with existing City policies. Upon connection, sanitary sewage service will be provided at rates established by City ordinances for such service throughout the City.
2. Sanitary sewage mains and/or lift stations installed or improved to City standards, located in dedicated easements, and which are within the annexed area and are connected to City mains will be maintained by the City of Wylie beginning within sixty (60) days of the effective date of the annexation ordinance.
3. As development and construction commence in this area, sanitary sewer mains of the City will be extended in accordance with provisions of the Subdivision Regulations and other applicable City ordinances and regulations. Such extensions will be commenced within two (2) years from the effective date of the annexation ordinance and substantially completed within four and one-half (4 1/2) years after that date.

## EXHIBIT "C"

### **J. MISCELLANEOUS**

1. Any facility or building located within the annexed area and utilized by the City in providing services to the area will be maintained by the City commencing upon the date of use or within sixty (60) days of the effective date of the annexation ordinance, whichever occurs later.
2. General municipal administrative services of the City shall be available to the annexed area beginning within sixty (60) days of the effective date of the annexation ordinance.
3. Notwithstanding, anything set forth above, this Service Plan does not require all municipal services be provided as set forth above if different characteristics of topography, land use and population density are considered a sufficient basis for providing different levels of service.
4. The Service Plan is valid for ten (10) years from the effective date of this Ordinance.



# Wylie City Council

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## AGENDA REPORT

**Meeting Date:** September 27, 2016  
**Department:** Planning  
**Prepared By:** Renae' Ollie  
**Date Prepared:** September 27, 2016

**Item Number:** WS  
*(City Secretary's Use Only)*  
**Account Code:** \_\_\_\_\_  
**Budgeted Amount:** \_\_\_\_\_  
**Exhibits:** 2

### Subject

Hold a Joint Work Session with the Historic Review Commission to discuss rules and procedures.

### Recommendation

Direction

### Discussion

Subsequent to the June 28<sup>th</sup> Council meeting, the Attorney General submitted an opinion (KP-0105) regarding conflict of interest among the appointed members of a Historic Board and compliance with Chapter 171 of the Texas Local Government Code. Staff had communications with the City Attorney on how this affects the Rules and Procedures of the HRC. The City Attorney has recommended that the HRC serve in an advisory only capacity.

Chapter 171 of the Local Government Code regulates local public officials' conflicts of interest. Tex. Loc. Gov't Code §§ 171.001-.010. It prohibits a local public official from voting or participating on a matter involving a business entity or real property in which the official has a substantial interest if an action on the matter will result in a special economic effect on the business that is distinguishable from the effect on the public, or in the case of a substantial interest in real property, it is reasonably foreseeable that the action will have a special economic effect on the value of the property, distinguishable from its effect on the public. *Id.* at § 171.004(a).

A local public official has a substantial interest in a business entity if the official (or certain of the official's relatives):

- (1) owns 10 percent or more of the voting stock or shares of the business entity; (2) owns either 10 percent or more or \$15,000 or more of the fair market value of the business entity; or
- (3) receives funds from the business entity that exceed 10 percent of the person's gross income for the preceding year.

A person has a substantial interest in real property if the interest of the official (or certain of the official's relatives) is an equitable or legal ownership interest with a fair market value of \$2,500 or more. *Id.* at § 171.002(b).

The adoption of Ordinance 2013-17 set forth the powers and duties of the Commission and gave final approval on certain matters to the board. Exhibit "A" is included to show the current and proposed rules and procedures.

The primary changes include modifications that would restrict the responsibilities of the HRC and bring it into conformance with Chapter 171 of the Texas Local Government Code.

**Consideration:**

1. Revising Rules and Procedures to reflect advisory capacity of the HRC
2. Revisions to the proposed text amendments that restrict final approval by the HRC
3. Re-consideration of the proposed text amendments by the PZ Commission and/or HRC

## ARTICLE 6 SPECIAL PURPOSE AND OVERLAY DISTRICTS

### SECTION 6.3 DOWNTOWN HISTORIC DISTRICT (DTH)

#### A. Purpose

Wylie's downtown has been identified by the Comprehensive Plan as a valuable resource worthy of preservation as a historic district. This district provides development and design standards that preserve the historic and architectural character of existing development, provides for adaptive reuse of existing buildings and the compatibility of new structures and uses with the historic nature of downtown.

~~A non-contributing building and/or structure means a building not contributing to the historic significance of the district and does not add to the district's sense of time and place, and historical development; or one where the location, design, setting, materials, workmanship, feeling, and association have been so altered or have so deteriorated that the overall integrity of the building has been irretrievably lost. Typically, contributing structures are older than 50 years. Typically, non-contributing structures are less than 50 years old. For the purposes of this section, a contributing structure shall be those structures built prior to the World War II.~~

#### DEFINITIONS: PERIOD OF SIGNIFICANCE: 1890-1940

**CONTRIBUTING STRUCTURES:** Any building within ~~a~~the historic district that adds to the overall historic integrity and architectural quality of the district. Including but not limited to those properties recognized by the National Historic Commission or the Collin County Historic Society.

**NON-CONTRIBUTING STRUCTURES:** An existing building within atthe historic district that does not contribute to the historic character of the district. ~~These buildings were usually constructed after the era of significance. (1890-1940).~~ and does not add to the district's sense of time and place, and historical development; or one where the location, design, setting, materials, workmanship, feeling, and association have been so altered or have so deteriorated that the overall integrity of the building has been irretrievably lost.

Architectural Styles that are prominent or important to the City of Wylie vary in style and form. New structures and major renovations should be compatible with these existing styles. (Virginia Savage McAlester's book "A Field Guide to American Houses" would be an appropriate reference).

- Victorian (1860-1900)
  - **Architectural Precedent:** National Folk, Queen Anne, Italianate
  - **Roof Type:** Asphalt/ fiberglass shingles
  - **Roof Forms:** Steep pitched of irregular shape, dominant front-gabled, gable front and wing, side-gabled, pyramidal with moderate pitch.
  - **Heights:** One and two stories

- **Eave:** Boxed or open
- **Building Materials:** Wood siding, patterned wood shingles
- **Detailing:** Porches with spindlework detailing and jigsaw cut trim. Lace-like spandrels and turned balusters may be used in porch railings and in friezes suspended from the porch ceiling. Window surrounds may have simple pediments above
- **Other Features:** Spindlework details and jigsaw cut trim is sometimes used in the gables.
- Arts and Crafts (1870 – 1920)
  - **Architectural Precedent:** English Arts and Crafts movement, oriental wooden architecture, and the manual arts
  - **Roof Type:** Asphalt/ fiberglass shingles
  - **Roof Forms:** Front, cross, side, or hipped gabled roofs with low-moderate pitch
  - **Heights:** One and one-half to two stories
  - **Eave:** Intermediate too deep with or without exposed rafter tails
  - **Building Materials:** Wood weatherboards or shake is most common; stone, brick, concrete block, and stucco are also used
  - **Detailing:** Columns for supporting the porch roofs are a distinctive and variable detail. Typically short, square upper columns rest upon more massive piers, or upon a solid porch balustrade. Roof timbers either extend through the wall to support the eave or false rafter ends are added
  - **Other Features:** Craftsman doors and windows are similar to those used in Vernacular Prairie houses.
- Transitional
  - A mix of architectural styles, like Queen Anne derivatives with classical revival elements.
- Minimal Traditional (1935 – 1950)
  - The Minimal Traditional structure has almost no overhangs and more often a gabled roof, double-hung windows and minimal architectural details.
- Colonial Revival (1880 - 1955)
  - Accentuated front door with decorative crown supported by pilasters. Can be asymmetrical with varied roof types.
- Georgian (1700 – 1780; locally to ca. 1830)
  - Paneled front door, usually centered and capped by an elaborate decorative crown supported by decorative pilasters. Typically a simple one or two story box with varied roof types.
- Texas Folk Houses – built to provide basic shelter with little regard for changing fashion. They are strongly influenced by geography than by architectural styles.
  - Full-width, shed-roofed front porch,
  - Simple roof forms (pyramidal, gables or hip roofs)

**B. District Boundaries**

1. The Downtown Historic District (DTH) is generally bounded by State Highway 78 on the south, Cottonbelt Avenue on the west, from Eliot Street to Brown Street, and including property north of Brown Street on Keefer, and to the eastern property line of those lots facing west on Second Street from Brown Street to the north and Marble Street to the south, and those properties north of Brown Street along Ballard Avenue facing east and continuing north to Tract 4 of the Samuel B. Shelby Abstract and approximately 100 feet of frontage of those lots facing west and continuing north parallel to Ballard Avenue and encompassing all of Block 1, Lot 5 of the Russell #01 Addition and Block 1, Tract 49 of the James Truett Abstract.
2. The precise boundaries of the Downtown Historic District shall be shown on the official zoning map of the City of Wylie. The boundaries of the Downtown Historic District may be amended from time to time based on a request from area property owners, a request of the staff, the Commission, or at the pleasure of the Council. In considering a request for a change in district boundaries, the Council shall require:
  - a. Any additions to the district shall be contiguous to the existing boundaries of the district;
  - b. Any reductions in the district shall be located on the edge of the district such that a hole is not left inside the district; and
  - c. If requested by a property owner, a petition shall be presented showing owners of more than 50 percent of the land within the district, excluding streets, and owners of more than 50 percent of the building sites in the district are in support of the requested change in boundaries.

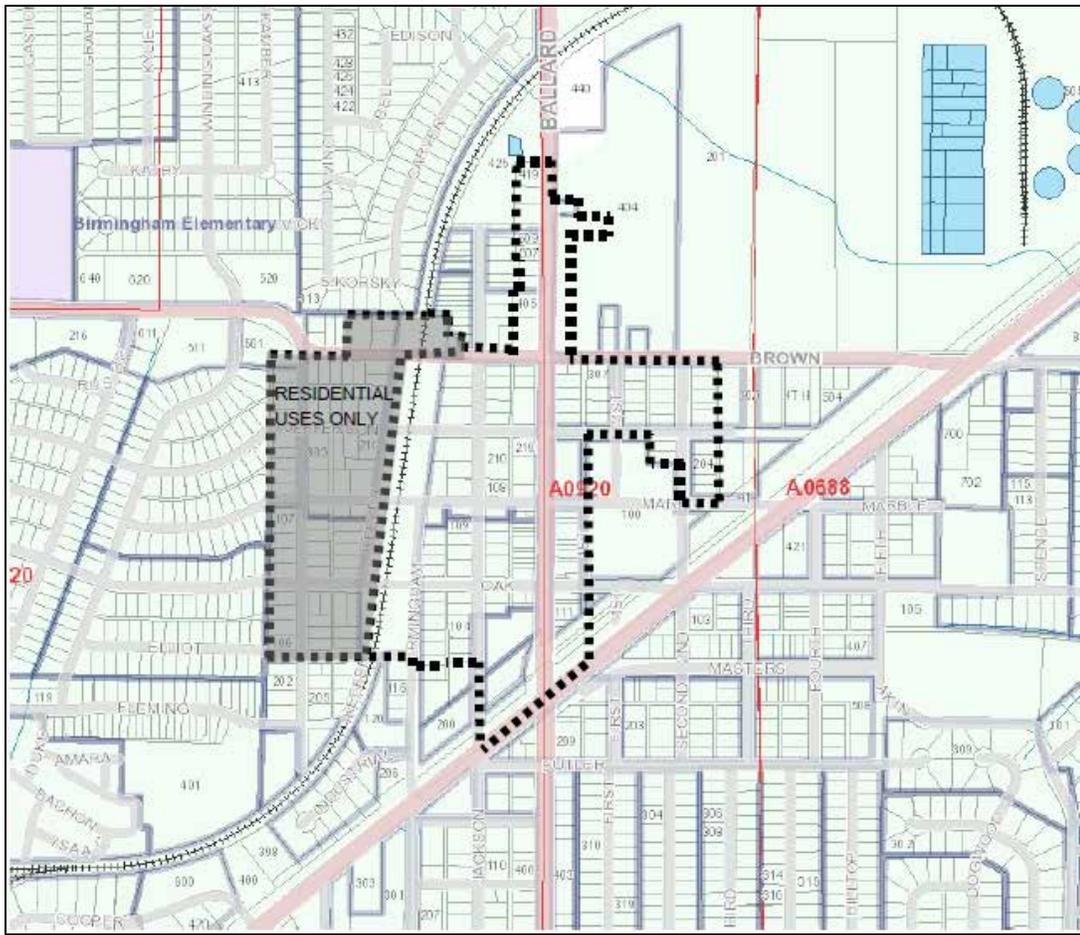


FIGURE 6-1 DOWNTOWN HISTORIC DISTRICT BOUNDARIES

**C. General Provisions**

1. Site plan and design review submitted to the Planning Department is required for new construction and substantial renovation of existing contributing buildings within the Downtown Historic District. Substantial renovation means:
  - a) Alterations to the exterior of existing contributing buildings that change the placement or design of windows, doors or other exterior features of the building such as coping or pilasters; ~~also includes exterior paint.~~
  - b) An increase in the floor area of the building greater than 10 percent.
  - c) Adding new exterior building materials that do not match the existing materials.
  - d) Interior renovation of existing buildings that do not alter the exterior appearance of the building do not require site plan and design review under the provisions of this article. (e.g., a drop ceiling that covers part of an existing window would alter the exterior appearance and require review.)
  - e) Physical properties of an existing building such as setbacks, foot prints, height, or other similar characteristics that cannot be altered without substantial hardship are not required to meet the development or design standards within this article. All other provisions shall apply.

e)–

- ~~1. 2. Interior renovation of existing buildings that do not alter the exterior appearance of the building do not require site plan and design review under the provisions of this article. (e.g., a drop ceiling that covers part of an existing window would alter the exterior appearance and require review.)~~
- ~~3. Physical properties of an existing building such as setbacks, foot prints, height, or other similar characteristics that cannot be altered without substantial hardship are not required to meet the development or design standards within this article. All other provisions shall apply.~~

2. Historic Review Commission

- a. **Establishment.** Historic Review Commission (HRC) shall be appointed by the City Council and shall consist of seven (7) members in accordance with Ordinance 2013-17, and as amended.
  - b. **Rules and Regulations.** The HRC will be responsible for reviewing and recommending an action to the Planning and Zoning Commission and/or the City Council for proposed new construction or substantial renovation, revisions to the ordinance, and planning efforts to fulfill the purpose of the Downtown Historic Ordinance and to consider future amendments and long range goals of the District.
3. Submission of Plans. A completed application declaring the proposed style shall be submitted with a fee, accompanied by the following, and any other necessary documents required by the Planning Department:
- 1) Site plan showing existing and proposed structures and improvements
  - 2) Interior floor plan showing all spaces, doors and windows
  - 3) Exterior elevations including
    - 1) Existing & proposed changes
    - 2) Doors & windows
    - 3) Architectural features
    - 4) Trim details
    - 5) Material details
    - 6) Exterior paint color
  - 4) Roof Plan
  - 5) Accessory Structures
  - 6) Sections (for additions)

**D. Permitted Uses**

1. The Downtown Historic District may contain any combination of uses shown in the Use Chart in Article 5, Section 5.1.
2. Within the Downtown Historic District there are both residential and nonresidential uses which may be located in either residential structures or commercial structures. To

maintain the architectural and historic character of existing blocks where one type of structure predominates, the following regulations shall apply.

- a. Residential uses may be in residential structures or commercial structures. Residential uses in commercial structures are only allowed if they occupy less than 40 percent of the floor area of the building; and do not occupy the area adjacent to the street front.
- b. Nonresidential uses may be in residential or commercial structures. Nonresidential uses in residential structures must be in those blocks where existing residential structures predominate.
- c. In block faces within the District that are currently developed with residential structures, new construction shall be of historic design. Either residential or nonresidential uses may be located in the residential structures.
- d. In block faces within the Downtown Historic District that are currently developed with commercial structures, new construction shall be of historic design.
- e. Only residential uses are permitted for those lots along Cotton Belt Avenue, and along Keefer Street from Elliot Street on the south to Brown Street on the north, and including properties north of Brown Street on Keefer Street, as depicted in Figure 6.1 and on the official zoning map of the City of Wylie.

#### ***E. Downtown Historic District Development and Design Standards***

Each historic style in Wylie is equally important, just as each house and the way it has, or will, develop is important. The historic district designation is not meant to freeze the neighborhood in time, but rather to guide the neighborhood into the future. The most significant events that effect the change of character in a historic district are remodeling, demolition and new construction. When altering an existing structure, or constructing a new structure in the district, it is important to draw upon the context of the local neighborhood for inspiration. This does not mean that new construction should mimic existing buildings. However, new construction should be sympathetic to the existing building typologies within the district and, more specifically, in the block face, if applicable.

~~1. All properties must meet requirements provided in this section for Site Design, and Architectural Standards.~~

a. **Purpose of Downtown Historic District Design Standards.** The purpose of these design standards is to ensure the preservation of the historic and architectural qualities which make the Downtown Historic District a unique place by permitting new development compatible with existing historic buildings and by maintaining the historic and architectural qualities of existing buildings.

a. **Site Design Standards.** The purpose of the Site Design Standards is to provide for building and parking placement compatible with existing development.

b. **Architectural Standards.** The purpose of the Architectural Standards is to provide for the preservation of existing historic and architectural qualities of Downtown Wylie, ensure new construction is compatible with these qualities, and to protect and promote the uniqueness of downtown as a commercial area.

~~3. **Design Standards Review.** All new development shall comply with the Site Design Standards included in Subsection 4, and the Architectural Standards in Subsection 5.~~

- ~~a. Historic Review Commission (HRC) shall be appointed by the City Council and shall consist of seven (7) members in accordance with Ordinance 2013-17, and as amended.~~
- ~~b. The HRC will be responsible for reviewing and recommending an action to the Planning and Zoning Commission and/or the City Council for proposed new construction or substantial renovation, revisions to the ordinance, and planning efforts to fulfill the purpose of the Downtown Historic Ordinance and to consider future amendments and long range goals of the District.~~

**Definition of “Standards” and “Guidelines”**

Standards are objective, measurable regulations, often illustrated through diagrams and sketches with which all projects must comply. They will use language such as “shall” and “prohibit”. If a project of exceptional design is clearly consistent with the Purpose of the Standards and Guidelines but does not conform to a certain standard, the Historic Commission may recommend approve a Certificate of Appropriateness (COA) that cites the project’s compliance with that purpose.

Design Guidelines are more subjective statements through which the City proposes additional design strategies and will use language such as “should” and “may”. The guidelines should be suitable for most projects, and developers should endeavor to ensure that guidelines are followed to the extent possible.

**b. Standards and Guidelines for New Commercial Construction, Reconstruction, and Additions**

a. **Design Principles of New Construction.** New construction should reflect design concepts of the period in which it is created, while recognizing that a new building or additions must fit within an existing framework of a variety of older structures. New structures and additions shall harmonize with older structures. Means for differentiating may include materials, form and construction method. Style is discouraged from being the primary indicator of differentiation.

~~b. Site Design Standards~~ **Design Standards – New Commercial Structures**

1) **Building Placement – New Commercial Structures**

- (a) Buildings shall be placed on the front property line. Buildings may be moved back from the front property line a total of four feet to provide for wider sidewalks and entries, if: The buildings takes up an entire block face; or is located on a corner; or has a total frontage of more than 50 percent of the block face.
- (b) New commercial structures shall be allowed only in block faces which are predominately developed with existing commercial structures, or are predominately vacant land.
- (c) Buildings shall be placed on the side property line. Buildings may be moved back from the side property line a total of four feet to provide for wider sidewalks and entries when the side property line is along a street.

- (d) Buildings that go through a block so that they have frontage on two parallel streets, shall treat each frontage as a main façade.
- (e) All service areas and loading shall be from the alley where applicable.
- (f) New commercial structures shall construct at least a six (6) foot wide side walk.

## **5. Architectural Design Standards**

### **2) Street Facade – New Commercial Structures**

- (a) Primary street facades for nonresidential buildings in the Downtown Historic District shall have the following basic features of existing historic buildings:
  - 1) Cornice at top of facade;
  - 2) Display windows with transom windows above and lower window panels below.
  - 3) Pilasters that divide the facade vertically and separate the display windows units into discrete visual elements.
  - 4) Second floor windows, recessed with multiple lights, lintels, and sills.
- (b) Architectural elements such as doors, windows, awnings, canopies and architectural details shall be compatible with the overall visual qualities existing within the historic buildings downtown. Maintain as much of the original basic façade as possible. The basic façade consist of three parts: the storefront, with large display windows and transom; the upper façade, with large regularly spaced windows; and the decorative cornice.
- (c) Choice of color for the primary facade, various architectural elements, or details shall be in conformance with the color scheme existing within downtown and appropriate for the historic and architectural character of the commercial structure. (Reference Preservation or Historic Color Palettes ~~Sherwin-Williams Preservation Palette, Valspar Historic Color Palette or equal would be an approved color palette~~)
- (d) ~~No like color may be repeated on both sides and or adjoining streets.~~
- (e) In addition to the above, all commercial structures shall have at least two of the following desirable design features as appropriate:
  - 1) Street facades on side streets that meet the requirements for primary facades; or
  - 2) Buildings on corners which create a diagonal corner cut with the entrance on the corner; or
  - 3) Pediments added to the top of the facade; or
  - 4) Decorative brickwork and architectural detailing on or around the cornice, fascia, pilasters, or around windows; or
  - 5) Use of natural wooden doors with glass windows; or
  - 6) Projecting canopies and or awnings placed over the ground floor windows and doors

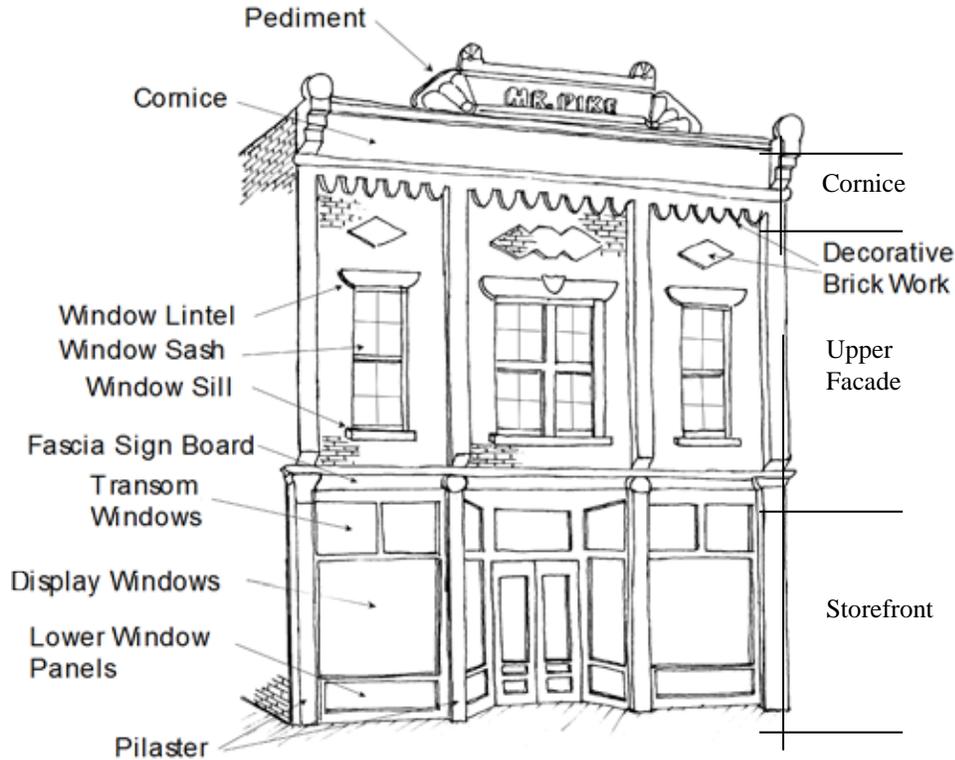


FIGURE 6-2 TYPICAL FEATURES OF COMMERCIAL STRUCTURES IN THE DOWNTOWN HISTORIC DISTRICT

3) **Building Proportions – New Commercial Structures**

- a) Overall height of single story commercial buildings in the Downtown Historic District shall be between 18 and 26 feet.
- b) The proportion of the height to width of the facade between pilasters shall be in the range of 2.5 to 1 to 3 to 1. The basic window units shall be between 2 to 2.5 times the remaining height to the top of the cornice.
- c) The ground floor facade shall have at least 45 percent of its area in transparent windows, or doors. The second floor facade shall have at least 20 percent of its area in windows. The area of windows includes any mullions framing individual lights within the window frame.
- d) The building height shall not exceed thirty-five (35') feet at the highest point of the cornice and up to forty (40') feet for architectural elements including but not limited to turrets, pinnacles and pediments.

4) **Building Materials – New Commercial Structures**

The base facade materials for commercial structures within the Downtown Historic District shall be brick or stone. Architectural details, trim, window or door framing may be wood, stone, cast stone, cast iron, or other materials compatible with the historic and architectural character of the Downtown Historic District.

**5) Fencing – New Commercial Structures**

Any fencing for commercial structures within the Downtown Historic District shall be in the rear of the building not visible from the street.

**6) Parking for Nonresidential Uses**

a. Commercial Uses less than 4,000 square feet in a block face with existing historic commercial buildings shall not be required to provide off-street parking.

b. Commercial Uses over 4,000 square feet will be required to provide off-street parking under the following standards:

1) A minimum of 50% of all required parking, in accordance with Article 5 Use Charts of this Ordinance, shall be located on site as required by specified use. All on-site parking shall be placed a minimum of 10 feet behind the front façade of the building with a landscape buffer provided. Not more than 140 feet of contiguous frontage of parking shall be visible from a street. On-site parking shall also provide spaces for bicycles at a rate of one for every full 25 spaces of required parking.

2) Alternative materials, such as pavestones and grasspavers can be used for driveways and parking spaces, subject to approval of the City Engineer.

3) Up to 25 percent of the required parking can be provided by on-street parking in front or to the side of the building.

4) The remainder of the required parking can be provided by off-site parking facilities within 1,000 feet of the site. No off-street parking can be developed with frontage on Ballard Street or the block face on the east side of Jackson Street.

5) Upon a finding that a parking reduction is necessary to preserve historic buildings and maintain the design integrity of the Downtown Historic District, the ~~Commission~~ **Council** may grant parking variances up to a maximum of 75 percent of the required parking.

6) Off-street parking lots with over 20 spaces are required to have landscaping and lighting that meets the standards for other nonresidential developments. (Article 4, Section 4.3)

**c. Design Standards – Existing Contributing Commercial Structures**

1) Additions to historic buildings shall replicate the style of the main building if possible, otherwise they shall adhere to the general style with simplified details.

2) At a minimum, additions shall reflect the massing, roof shape, bay spacing's, cornice lines and building materials of the primary structure.

3) When replacing elements that were originally part of an historic building, those elements shall be replicated when evidence of the actual detail has been documented by photographs, drawings, or remaining physical evidence. If no evidence exists, elements typical of the architectural style may be used as approved by the HRC.

4) Masonry used in additions shall match or complement the color, size and patterns of the brick or masonry used in the historic building.

c. **Standards and Guidelines for New Residential Construction, and Additions**

a. **Design Principles for New Residential Construction.** The use of simplified detailing as not to imitate historic ornamentation. Detailing should be inspired by historic structures rather than mimic historic detailing. A building should harmonize with the neighboring styles. The objective is to complement the context of the neighborhood.

b. **Design Standards – New Residential Structures**

1) **Building Placement – New Residential Structures**

- a) New single family residential structures are only allowed in blocks which are predominately developed with existing residential structures.
- b) Residential structures shall conform with the front yard, side yard and rear yard setbacks of existing residential buildings on the block face. Front yard and rear yard setbacks will be deemed to be in conformity if they are within five feet of the average of the existing setback on either side of the new construction. Side yard setbacks shall be no closer than the side yard setback adjacent to the new construction or 20 feet whichever is less. On corner lots, side yards shall be treated as front yards and shall be the same as that required for the primary front yard.
- c) **Setbacks – Setback** refers to the distance a building is located from a property line. Front setbacks are very important to the character of a historic district. To maintain the character of the district, it is important that new buildings maintain a similar setback to the historic structures on the block. Consistent spacing between buildings helps to establish an overall rhythm along a particular street.
- d) **Site Configuration and Orientation –** The site configuration and orientation of new buildings or structures shall be compatible and consistent with the orientation of existing buildings or structures on the adjacent lots within the block face.
- e) New residential structures shall construct at least a six (6) foot wide sidewalk.

2) **Street Façade – New Residential Structures**

- a) Residential structures within the Downtown Historic District shall have the following basic features of existing residential structures in the district, as appropriate to the architectural style of the building. These features are depicted in the following illustration for definitional purposes.
  - 1) Covered porches integrated into the front facade of the main structure;
  - 2) Multiplicity of roof forms;
  - 3) Columns and railings defining porch;
  - 4) Windows with multiple lights;
  - 5) High pitch roof lines; and
  - 6) Architectural detailing of gables, window and door casings, eave lines, and foundations.

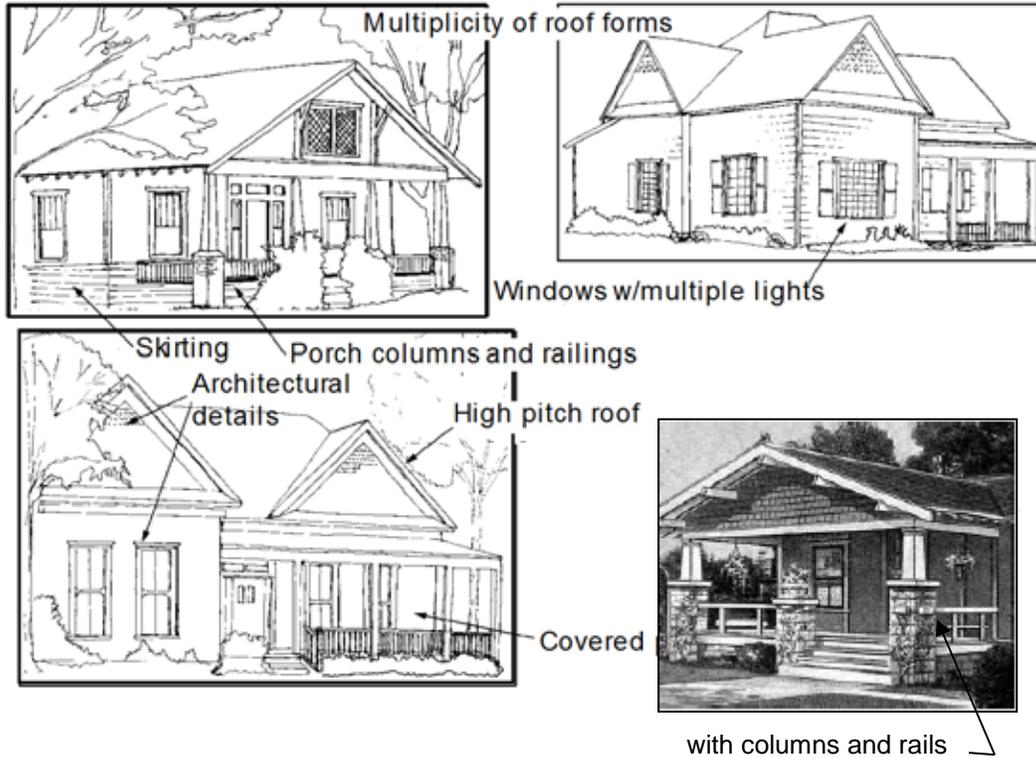


FIGURE 6-3 TYPICAL FEATURES OF RESIDENTIAL STRUCTURES IN THE DOWNTOWN HISTORIC DISTRICT

- b) The orientation of the front façade shall be consistent with the predominant orientations of historic structures found on the block face.
- c) The height and scale of new construction should generally not exceed that of adjacent structures by more than one story.
- d) Roof pitch, form and orientations shall be consistent with those predominantly found on the block face.
- e) Residential structures that have a room projecting from the primary line of the front façade shall have a covered porch across the inset portion of the façade.
- f) Residential structures which do not have any projecting rooms shall have a covered porch across at least two thirds of the width of the facade.
- g) Porches shall have columns and railings around the edge of the porch except for the entrance steps.
- h) Where used, front porches shall be a minimum of 8 feet deep, and be a minimum of 200 square feet subject to the specific architectural style of the house as defined by the National Historic Commission.
- i) Choice of color for the primary facade, various architectural elements, or details shall be in conformance with the color scheme existing within downtown and appropriate for the historic and architectural character of the commercial structure. (Reference Preservation or Historic Color

Palettes (~~Sherwin-Williams Preservation Palette, Valspar Historic Color Palette or equal would be an approved color palette~~).

- j) No like color may be repeated on both sides and or adjoining streets.
- k) In addition to the above all residential structures shall have at least two of the following desirable design features as appropriate:
  - 1) Use of skirting along the base of the building, in a manner appropriate to the architectural design of the building; Skirting materials shall be durable, suitable for exterior exposure, and installed in accordance with the manufacturer’s installation instructions. Skirting shall be secured as necessary to ensure stability, to minimize vibrations, or minimize susceptibility to wind damage; or
  - 2) Use of foundation plantings to soften and conceal the foundation; or
  - 3) Use of architectural detailing appropriate to the architectural style of the building. Architectural detailing includes but is not limited to elements such as carving in porch rails, turned stiles, use of ornamentation around windows, doors, eave lines, porches, and decorative windows and materials within gables.



PORCH W/ SEPARATE ROOF at a FOLK VICTORIAN HOUSE



QUEEN ANN STYLE



PORCH AT A FRONT GABLE at a CRAFTSMAN HOUSE



SMALL WRAP AROUND PORCH at a FOLK VICTORIAN HOUSE

**DESIGN TIPS:**

- Because the elimination or enclosure of a front or side porch alters the character of a

- building significantly, it is not considered appropriate.
- Align all header heights.
  - Use at least 4” trim for windows, doors and corner boards on residential structures.
  - Balustrades are comprised of three pieces: top rail, a bottom rail, and a baluster. When replacing a balustrade it is important to take into consideration style and character of the structure, as well as, existing building code. When installing a new balustrade it should be sympathetic to the architectural style or have simplified detailing.
  - Reference national standards: <http://www.nps.gov/tps/standards.htm>

3) **Building Proportions – New Residential Structures**

- a. Residential structures within the Downtown Historic District may be a maximum of two stories in height, so long as the second floor is located under the roof over the first floor. Dormers and/or windows in the gable end of the roof shall be used to provide light and air.
- b. Residential structures shall have a minimum roof pitch ~~of 8:12~~ and style of house that is consistent with those predominantly found on the block face.
- c. The building height shall not exceed thirty-five (35’) feet at the roof ridge and up to forty (40’) feet for architectural elements including but not limited to turrets, pinnacles.

4) **Building Materials – New Residential Structures**

- a. The primary exterior material for residential structures within the Downtown Historic District shall be wood siding and/or composite masonry materials having a wood pattern.
- b. The width of the siding shall be between ~~four and five inches in width~~ no more than six inches in width.
- c. ~~Renovation to existing residential structures should use materials which are compatible with the existing residential structure. Adherence to these material standards are encouraged where appropriate and/or possible.~~
- d. Vertical siding is prohibited. Board and Batten is an acceptable style.
- e. Vinyl siding, plastic, and EIFS are prohibited for use of building envelope materials.
- f. Metal roofs and metal sheeting used as the primary building envelope material on primary residential structures are prohibited.
- g. All development is defined by the base, middle and roof elements with particular attention to the front façade as this is the section that defines the character of the streetscape for the DTH. See Figure 6-4.



FIGURE 6-4 EXPRESSION OF BASE, MIDDLE AND ROOF ELEMENTS

5) **Parking for New residential Uses**

Parking for residential use shall be on site and conform to standards for residential uses in other single family districts.

4. **Design Standards – Existing Residential Structures**

a. **Street Façade – Existing Residential**

- 1) Renovation to existing residential structures should use materials which are compatible with the existing residential structure. Adherence to these material standards are encouraged where appropriate and/or possible.
- 2) Additions shall not be constructed on a primary or character defining elevation.
- 3) Additions shall be differentiated but compatible, so that the new work does not appear to be part of the historic building; the character of the historic resource should be identifiable after the new addition is constructed.
- 4) Identifying, retaining, and preserving entrances and porches – and their functional and decorative features –that are important in defining the overall historic character of the building such as doors, fanlights, sidelights, pilaster, entablatures, columns, balustrades, and stairs.
- 5) Removing or radically changing entrances and porches which are important in defining the overall historic character of the building so that, as a result, the character is diminished.

**DESIGN TIPS**

*Encourage the retention of original architectural elements:*

- Wood Windows
- Wood Doors

- Columns
- Chimneys
- Porches
- Trim

***Discourage***

- Painting original brick that has never been painted
- The use of vinyl or metal siding
- The removal or replacement of original windows and doors
- The enclosure of porches
- The use of hardy board products except along ground
- The use of vinyl windows
- Stripping entrances and porches of historic material such as wood, cast iron, terra cotta tile, and brick.
- Removing an entrance or porch because the building has been re-oriented to accommodate a new use.
- Cutting new entrances on a primary elevation. Altering utilitarian or service entrances so they appear to be formal entrances by adding paneled doors, fanlights, and sidelights.

**b. Fencing – Residential Structures**

- 1) Fencing placed in the front of the residential structure shall be limited as follows:
  - a) Height not to exceed 3 feet;
  - b) At least 50 percent of the surface area of the fence shall be open and transparent;
  - c) Made from wood or wrought iron. Masonry or brick may be used for columns with wood or wrought iron fence panels;
  - d) Have the posts and rails facing the inside of the fence.
- 2) All fences placed in front of the residential building shall be decorative in design.
- 3) Fences placed behind the residential building shall conform to fencing requirements for single family development elsewhere in the city.

**F. DEMOLITION AND RELOCATION OF A STRUCTURE**

Any structure being considered for demolition or relocation requires HRC approval.

1. Demolition of a structure will NOT be allowed if:
  - a. A structure is of architectural or historical interest and/or value or its removal would be detrimental to the public interest, or
  - b. The building contributes significantly to the character of the historic district and demolition would create a detrimental view or adversely affect the existing buildings

- on the block, or
  - c. A structure is of old or unusual or uncommon design and materials and it could not be reproduced without great difficulty and/or expense, or
  - d. If its proposed replacement would not make a positive visual contribution, would disrupt the character or be visually incompatible within the historic district.
2. Demolition of a structure MAY be allowed upon approval by the Commission and the issuance of a demolition Permit:
    - a. The building has lost its architectural and historical integrity and importance and its removal will not result in a negative, less appropriate visual effect on the historic district, or
    - b. The structure does not contribute to the historical or architectural character and importance of the historic district (e.g. a noncontributing structure), and its removal will result in a positive, appropriate visual effect in the district.
  3. Relocation of a building may only be moved from one site to another site WITHIN the historic district under the following conditions:
    - a. The building is seriously threatened in its original location,
    - b. The integrity and structural soundness of the building will be maintained,
    - c. The building will be compatible with the overall character, visual appearance and site orientation of existing buildings on the block at the new location, and
    - d. The removal of the building from its original site will not create a detrimental view or loss of integrity on its immediate block.
  4. Relocation of a building may be moved from a site OUTSIDE of the historic district to a site within the historic district under the following conditions:
    - a. The integrity and structural soundness of the building will be maintained,
    - b. The building will be compatible with the overall character, visual appearance, and site orientation of existing buildings on the block at the new location, and
    - c. Any proposed replacement at the original site will result in a more positive visual effect on its immediate block.
    - d. Any relocated building in the historic district shall be rehabilitated (i.e. repaired and/or rehabilitated) in accordance with the applicable sections of these guidelines so as to retain the original character, architectural details, design, and materials of the structure.

## G. Signs

**Purpose:** All signs in this section are applicable to the Downtown Historic District only and are not appropriate to any other zoning district. The purpose of this section is not to regulate the content of any sign, but to regulate the area, material, and placement of new signs and alterations made to existing signs and to ensure consistency and to preserve the Downtown Historic District as a desirable area that is pleasing and visually attractive.

**a. General Provisions:**

- (1) Pole sign means any sign erected on a vertical framework consisting of one upright supported by the ground and where there is a physical separation between the base of the sign and the ground.
- (2) Signs shall be constructed of materials that are not subject to deterioration when exposed to the weather. Internally illuminated signs must be constructed of non-combustible material or approved plastics.
- (3) New signs should respect the size, scale and design of the historic building.
- (4) New signs should not obscure significant features of the historic building. (Signs above a storefront should fit within the historic signboard for example.)
- (5) No sign permitted under the regulations of this section shall be installed without first obtaining zoning clearance and a sign permit.

**b. Signs for Residential Structures**

- (1) The sign area of any one face shall not exceed sixteen (16) square feet in area. The sign area of a pole sign shall not comprise more than seventy percent (70%) of the entire sign structure.
- (2) The maximum height of a pole sign structure shall be six (6) feet when no lighting is included. The maximum height of a pole sign structure shall be eight (8) feet when a globe type light is included.
- (3) Logos and symbols may be illuminated or backlit by fluorescent fixtures. The use of indirect lighting is also allowed.
- (4) The use of a fluorescent color on a sign is prohibited.
- (5) No more than one pole sign may be displayed on a premise at any given time.
- (6) The sign may be placed adjacent to the public right-of-way, provided it does not encroach on the sight visibility triangle and is a minimum of six feet from the outside face of curb.
- (7) Single acorn type luminaires, flutes, moldings or other traditional details are strongly preferred. See Figure 6-5.



FIGURE 6-5 TYPICAL POLE SIGN FEATURES FOR RESIDENTIAL

**c. Signs for Commercial Structures**

- (1) The size of the sign shall be in proportion to the building and the neighboring structures and signs.
- (2) The total maximum allowable sign area for each building face is one square foot per one linear foot of a single tenant, not to exceed 70 square feet, whichever is less.
- (3) The total maximum allowable sign area for each building face is one square foot per one and one-half (1-1/2) linear foot of a multi-tenant building, not to exceed 100 square feet whichever is less.
- (4) Signs shall be mounted or erected so they do not obscure the architectural features or openings of a building.
- (5) No sign or portion of a sign shall extend above the cornice line at the top of the building face. Roof top signs are prohibited.
- (6) For buildings without a recognizable style, the sign shall adopt the decorative features of the building, utilizing the same materials and colors.
- (7) The structural materials of the sign should match the historic materials of the building. Wood, metal, stucco, stone or brick, is allowed. Plastic, vinyl or similar materials are prohibited. Neon, resin to give the appearance of wood, and fabric may be used as appropriate.
- (8) Attached signs may only be illuminated utilizing internal lighting. Exterior letters with exposed neon lighting are allowed.

**d. Window Signs**

Window signs do not require a permit or a permit fee. Window Signs must meet the following regulations:

- (1) Window Signs must not obscure more than 20 percent of the window area per façade.
- (2) No illuminated Window Signs shall be allowed within two feet of the window surface, except for open/closed signs.

**e. Awning Signs**

- (1) An Awning may extend the full length of the wall of the building to which it is attached and shall solely be supported by the exterior wall of the building. The awning sign shall be no more than six feet (6') in height and shall not be placed less than eight feet (8') above the sidewalk.
- (2) Artwork or copy on Awning Signs shall be limited to a business name and or logo.
- (3) The artwork or copy for an Awning Sign shall not exceed twenty percent (20%) of the area of the Awning and shall extend for no more than sixty percent (60%) of the length of the Awning.

**f. Projecting Signs**

- (1) Signs shall be constructed of noncombustible material.
- (2) Signs shall not project more than three feet (3'), measured from the building face and shall not be closer than two feet (2') from the back of the curb line.
- (3) Bottom of the sign shall be at least 8 feet above the sidewalk.
- (4) Signs shall be compatible in design, shape, and material with the architectural and historic character of the building.
- (5) Signs shall not exceed sixteen (16) square feet per sign face.

**g. Canopy Signs**

- (1) A Canopy Sign is a permanent structure that is supported by the building or by a support extending to the ground directly under the canopy. The Canopy Sign may be attached to, or be an integral part of the face of a canopy.
- (2) A Canopy Sign may consist of only the name and/or logo of the business at the location of the canopy.
- (3) The artwork or copy on a Canopy Sign shall not exceed ten percent of the face of the canopy, or a maximum of twenty-five (25) square feet, whichever is greater.
- (4) An illuminated stripe may be incorporated into a canopy. The stripe may extend along the entire length of the face of the canopy. The width or thickness of the stripe shall be limited to one-third of the vertical dimension of the face of the canopy. The internal illumination of a canopy is limited to the portions of the canopy face on which a sign or stripe is permitted.

**h. Special Events Banner Signs**

- (1) A Special Event Banner sign is composed of cloth, plastic, canvas or other light fabric.
- (2) Only banners promoting or supporting local community events will be permitted over public right-of-ways.
- (3) An application to place a banner over a public right-of-way shall be submitted to the Building Inspections Department at least 10 days before the date to be installed.

- (4) The City of Wylie may erect and remove banners over public right-of-way. Banners may only be installed at locations approved by the City.
- (5) The maximum banner size allowed is 4 x 36 feet, unless extended over the public right-of-way. Banners must be in good repair at all times.
- (6) The banner may remain a maximum of fourteen (14) days. A maximum of two banners can be hung for each event with placement of the second banner provided as space allows. Only one banner will be hung at each location.
- (7) When a banner over the public right-of-way is removed, the applicant is responsible for picking up the banner from the City of Wylie Service Center within ten (10) working days of the removal date. A late fee of \$50 will be charged for banners left after the ten (10) day period. Unclaimed banners will be disposed of 30-days after removal date.
- (8) Banners not defined as Special Events Banners are regulated by the City's current Sign Ordinance and as amended.

**i. A-Frame/Sandwich Board Signs**

- (1) No more than one a-frame or sandwich board sign per business shall be allowed, and a minimum of four feet of clear sidewalk shall be maintained at all times. The sign shall be sufficiently weighted or anchored to prevent movement by wind or other elements.
- (2) No a-frame or sandwich board sign shall exceed eight square feet per face or four feet in height. The entire sign structure shall be calculated as the total of sign area.
- (3) Materials suggested for use for signs are finished hardwoods, or softwoods. Materials not allowed include, but are not limited to, fluorescent materials, paper or fluorescent paints.

**j. Exempt Incidental Signs.** Small incidental signs can be installed along a business frontage without permit approval from the City. Incidental signs are commonly seen as menu boards, open signs, small window signs noting hours of operation, and small hanging signs. Incidental signs do not include other signs specifically listed within this ordinance. Although a permit is not required for these type signs, the following guidelines must be maintained.

1. No more than three (3) incidental signs per building entrance.
2. Maximum area allowed is 3 sq. ft. each, with a total cumulative area not to exceed 7 sq. ft.;
3. Incidental signs that project over or into a pedestrian right-of-way must be at least 7'-6" above the sidewalk;
4. Cannot project beyond the awning;
5. Cannot extend above the awning;

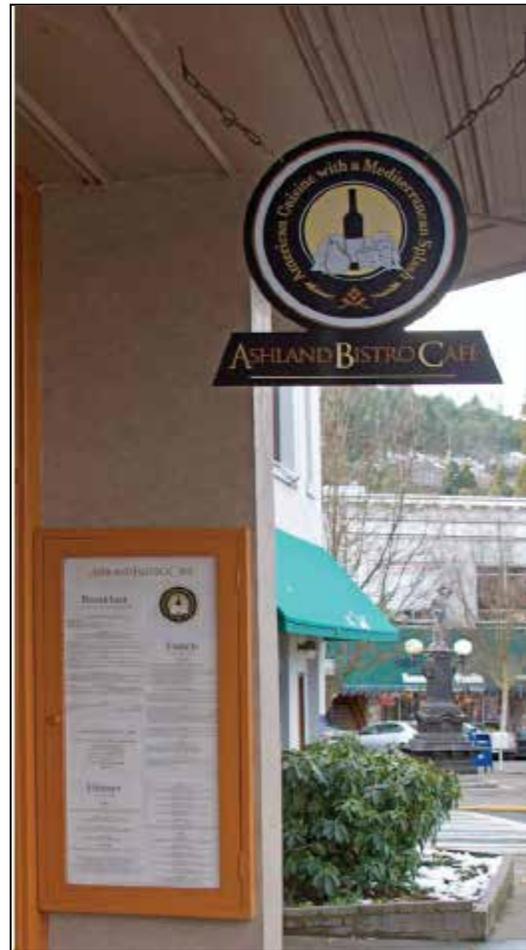
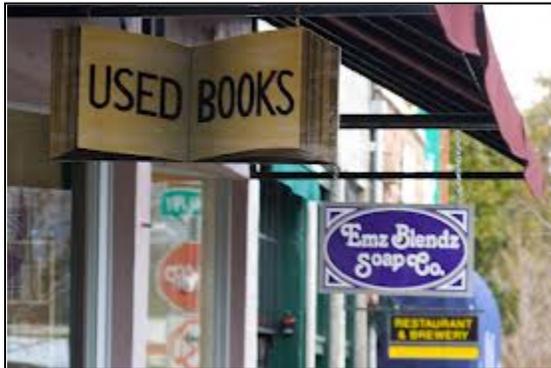


Figure 6-6 Exempt Incidental Signs

CITY OF WYLIE, TEXAS  
HISTORIC REVIEW COMMISSION  
RULES OF PROCEDURE

**1.0 Statement**

1.0 It is hereby declared that appointment to the Historic Review Commission is a distinct honor and the trust imposed in the appointee involves the corresponding obligation of the appointee to serve the community by regular attendance and participation in the proceedings of the body.

**2.0 Creation and Membership**

2.1 The Commission is created by Wylie Ordinance 2013-17 and serves at the will of the City Council.

2.2 The Historic Review Commission shall consist of seven (7) regular members who will serve for terms of two (2) years. Their terms to be staggered, with the initial Commission appointed so that three (3) members shall serve one (1) year terms and four (4) members shall serve two (2) year terms. No member may serve more than three (3) consecutive terms.

2.3 Each Commission member shall be a qualified voter. Each Commission member shall reside in, work in, or have a demonstrated outstanding interest in the historic traditions of the City of Wylie.

2.4 The Commissioners are required to complete Open Meetings Act and receive Certificate of Completion by the first ninety (90) days of first year appointment. This may be taken online via Office of Attorney General's website ([www.oag.state.tx.us](http://www.oag.state.tx.us)). Effective January 1, 2006, elected and appointed public officials are required by a new state law to receive training in Texas open government laws. The Office of the Attorney General offers free video training courses, which were developed in compliance with a mandate from the 79th Texas Legislature that the Attorney General establish the formal training necessary to ensure that all elected and appointed government officials have a good command of both open records and open meetings laws.

**3.0 Officers**

3.1 The Commission shall select from among its members in the meeting in July (and at such other times as these offices may become vacant), a Chairperson and Vice-Chairperson to serve for a period of one (1) year.

3.2 In the absence of both the Chairperson and Vice-Chairperson, the Commission shall elect an Acting Chairperson.

#### 4.0 Officers Duties

4.1 The Chairperson shall preside over all meetings and briefing sessions, and perform all duties as required by law.

4.2 The Vice-Chairperson shall assume all duties of the Chairperson in the absence of the Chairperson.

#### 5.0 Powers and Duties of the Commission

5.1 The Historic Review Commission shall review and make recommendations to the Planning and Zoning Commission and/or the City Council on request concerning new development or substantial renovations as defined within the Downtown Historic Ordinance and recommend future amendments and long range goals for historic preservation.

5.1-2 ~~Adopt~~ Establish rules and procedures to be adopted by the Governing Body.

5.2 ~~Adopt~~ Propose ~~identification~~ criteria and rules for delineation of historic district boundaries.

5.3 Recommend designation of districts and landmarks.

5.4 Encourage public outreach/education/awareness programs.

5.5 ~~Approve/disapprove~~ Review certificates of appropriateness.

5.6 Provide design and other reasonable forms of advice to owners and tenants of historic properties in the certificate of appropriateness review process.

5.7 Recommend acquisition of endangered historic resources to the city council when necessary.

5.8 Recommend acceptance of donations of preservation easements and other historic resources.

5.9 Recommend tax or other financial incentives to encourage preservation of historic resources.

5.10 The Commission should thoroughly familiarize itself with the buildings, land areas, and districts within the city which may be eligible for designation as heritage resources and shall prepare a heritage resource preservation plan. Prepare and promote design guidelines for landmarks/districts.

5.11 The Commission shall perform all other duties as the City Council may direct.