

**AGENDA**

**TOWN OF FLOWER MOUND  
COMMUNITY DEVELOPMENT COOPERATION**

**NOVEMBER 28, 2016**

**FLOWER MOUND TOWN HALL  
2121 CROSS TIMBERS ROAD  
FLOWER MOUND, TEXAS**

**6:30 P.M.**

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AN AGENDA INFORMATION PACKET IS AVAILABLE ONLINE AT  
[WWW.FLOWER-MOUND.COM/AGENDA/AGENDA.PHP](http://WWW.FLOWER-MOUND.COM/AGENDA/AGENDA.PHP)  
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- A. **CALL REGULAR MEETING TO ORDER**
- B. **INVOCATION**
- C. **PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG AND TO THE TEXAS FLAG**  
*"Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible."*
- D. **ELECTION OF OFFICERS**
- E. **PUBLIC PARTICIPATION**

Please fill out an "Appearance Before Community Development Corporation" form in order to address the Corporation, and turn the form in prior to Citizens and Visitors Comments, or by 6:40 p.m. to the Town staff. Speakers are normally limited to three minutes.

- F. **STAFF REPORT**

Update and status report related to operational issues, capital improvement projects, budget projections and grants

**Community Development Corporation Meeting Agenda**

**November 28, 2016**

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**G. CONSENT AGENDA - Consent Items**

This agenda consists of non-controversial or "housekeeping" items and may be approved with a single motion. A member of the Community Development Corporation may request an item(s) be withdrawn from the consent agenda and moved to regular agenda for discussion by making such request prior to a motion and vote on the Consent Agenda.

1. Consider approval of minutes from the regular meeting of the Community Development Corporation held on September 15, 2015.

**H. ADJOURNEMENT – REGULAR MEETING**

**I. PUBLIC HEARINGS**

2. Public Hearing and action to consider the approval of an amendment to the fiscal year 2016-2017 Capital Improvement Plan, increasing funding in the amount of \$820,264 for Heritage Park Phase 3, using 4B sales tax revenues.
3. Public Hearing and action to amend the fiscal year 2016-2017 Capital Improvement Plan

**J. COORDINATION OF CALENDARS AND FUTURE AGENDAS/MEETINGS**

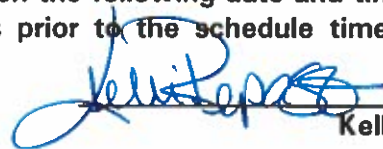
**K. ADJOURNEMENT – REGULAR MEETING**



\_\_\_\_\_  
Gary Sims  
Executive Director of Community Services

I do hereby certify that the Notice of Meeting was posted on the bulletin board in Town Hall of the Town of Flower Mound, Texas, a place convenient and readily accessible to the general public at all times and said Notice was posted on the following date and time:

Nov. 21, 2016 at 10:15 AM, at least 72 hours prior to the schedule time of said meeting.



\_\_\_\_\_  
Kelli Repasz  
Executive Assistant

The Flower Mound Town Hall and Council Chambers are wheelchair accessible. Requests for accommodations or interpretive services must be made at least 48 hours prior to this meeting by contacting Kelli Repasz, Executive Assistant, at (972) 874-6342.



**COMMUNITY DEVELOPMENT CORPORATION AGENDA ITEM NO: 1**

**CONSENT ITEM**

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**DATE:** November 28, 2016

**FROM:** Gary Sims, Executive Director of Community Services *b/s*

**ITEM:** Consider approval of minutes from the regular meeting of the Community Development Corporation held on June 28, 2016.

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**Background Information:** N/A

**Alternatives/Options:** N/A

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**Fiscal Impact:** N/A

**Legal Review:** N/A

**Attachments:**

1. Copy of the draft minutes from the June 28, 2016, regular meeting of the Community Development Corporation.

**Recommendation:** Move to approve the minutes from the June 28, 2016, regular meeting of the Community Development Corporation.

**THE FLOWER MOUND COMMUNITY DEVELOPMENT CORPORATION REGULAR MEETING HELD ON THE 28TH DAY OF JUNE, 2016, IN THE FLOWER MOUND TOWN HALL, LOCATED AT 2121 CROSS TIMBERS ROAD IN THE TOWN OF FLOWER MOUND, COUNTY OF DENTON, TEXAS, AT 6:30 P.M.**

The Community Development Corporation met in regular session, with the following members present:

Dana Smith	President
Scott Lang	Vice-President
Jodi Seay	Secretary
Cassandra Forest	Treasurer
Tom Hayden	Director
Mark Wise	Director
William Henderson	Director

constituting a quorum with the following members of Town staff participating:

Gary Sims	Executive Director of Community Services
Debra Wallace	Assistant Town Manager, CFO
Chuck Jennings	Director of Parks and Recreation
Kari Biddix	Park Development Manager
Jade Olson	Administrative Secretary
Kelli Repasz	Executive Assistant

- A. CALL REGULAR MEETING TO ORDER - 6:30 P.M.**
- B. INVOCATION**
- C. PLEDGE OF ALLEGIANCE**
- D. ELECTION OF OFFICERS**

Gary Sims, Executive Director of Community Services, presented.

Director Tom Hayden made a motion for all current officers to remain on the board in their current positions. Director Scott Lang seconded the motion.

**VOTE ON THE MOTION**

**AYES:** Directors Smith, Forest, Seay, Lang, Hayden, Henderson, Wise  
**NAYS:** None.

The motion passed with a vote of 7-0.

- E. PUBLIC PARTICIPATION**

**F. STAFF REPORT**

Debra Wallace, Assistant Town Manager/CFO, presented CDC current financials.

Kari Biddix, Park Development Manager, presented on current CIP projects.

**G. CONSENT AGENDA**

President Dana Smith read the item on the Consent Agenda.

Director Mark Wise made a motion to approve consent Item 1. Director Tom Hayden seconded the motion. The item, as approved by consent, was re-stated below along with the approved recommendation for the record.

- 1. Consider approval of the minutes from the regular meeting of the Community Development Corporation held on September 15, 2015.**

**RECOMMENDATION:** Move to accept the minutes as written.

**VOTE ON THE MOTION**

**AYES:** Directors Forest, Seay, Lang, Hayden, Henderson, Wise  
**NAYS:** None.

The motion passed with a vote of 6-0.

**H. ADJOURNMENT – REGULAR MEETING – 7:11 P.M.**

**I. PUBLIC HEARINGS – 7:11 P.M.**

- 2. Public Hearing and action to approve funding for Park and Trail Operations and Maintenance, Park and Trail Amenities, Twin Coves Park Debt Service, and Heritage Park Phase IV using 4B sales tax revenues in the FY 2016-2017 CIP, (The Parks, Arts and Library Services (PALS) Board recommended approval of these projects by a vote of 5 to 0 at its May 5, 2016, meeting) and amending the fiscal year 2014-2015 Capital Improvement Plan, increasing funding for the completion of Individual Park Improvements, using 4B sales tax revenues.**

Kari Biddix, Park Development Manager, presented.

Commission Deliberation.

Director Mark Wise made a motion to approve funding for Park and Trail Operations and Maintenance, Park and Trail Amenities, Twin Coves Park Debt Service,

and Heritage Park Phase IV using 4B sales tax revenues in the FY 2016-2017 CIP, and, amending the fiscal year 2014-2015 Capital Improvement Plan, increasing funding for the completion of Individual Park Improvements using 4B sales tax revenues. Director Scott Lang seconds the motion.

**VOTE ON THE MOTION**

**AYES:** Directors Smith, Henderson, Wise, Hayden, Lang, Seay, Forest.  
**NAYS:** None.

The motion passed with a vote of 7-0.

**J. COORDINATION OF CALENDARS AND FUTURE AGENDAS/MEETINGS**

**K. ADJOURNEMENT – REGULAR MEETING – 7:29 P.M.**

**TOWN OF FLOWER MOUND, TEXAS**

\_\_\_\_\_  
**President**

**ATTEST:**

\_\_\_\_\_  
**Secretary**



**COMMUNITY DEVELOPMENT CORPORATION AGENDA ITEM NO: 2**

**PUBLIC HEARING ITEM**

**DATE:** November 17, 2016

**FROM:** Gary Sims Executive Director of Community Services *b/s*

**ITEM:** Public Hearing and action to consider the approval of an amendment to the fiscal year 2016-2017 Capital Improvement Plan, increasing funding in the amount of \$856,264 for Heritage Park Phase 3, using 4B sales tax revenues.

**Background Information:** The Development Corporation Act of 1979 Sec. 4B(a)(3)(a-2) authorizes the expenditure of 4B Sales Tax funds for the design, construction, maintenance and operation costs associated with park projects funded by the Community Development Corporation (CDC). The PALS Board is responsible for recommending projects to be funded by the CDC.

On February 5, 2015, the PALS Board recommended funding of the following projects for FY16-17:

• Heritage Park Phase 3	\$1,324,736
• Playground Replacements	\$ 400,000
• Twin Coves Debt Service	\$ 110,000
• Park and Trail Amenities	\$ 50,000
• Park & Trails O&M	\$ 200,000
• Parks & Trails Master Plan	\$ 200,000
Total	<u>\$2,284,736</u>

The Town's design consultant Schrickel, Rollins and Associates (SRA) is in the final design phase of Heritage Park Phase 3. The budget for this project is \$1,324,736. The 90% design consultant's Opinion of Probable Construction Cost for the Phase 3 is expected to be \$2,041,003 (see the attached Opinion of Probable Cost Phase 3 - 90% review). The additional cost of the project is due to several issues including higher construction costs (labor and materials), citizen's input (extensive shade to protect the children and parents), expanded deck space for parents to accommodate seating space, and special deck flooring to prevent heat absorption. For these reasons, there is a deficit of funding in the amount of \$856,264.

Staff recommends amending fiscal year 2016-2017 to increase the amount for Heritage Park Phase 3 by \$856,264.

**Alternatives/Options:** Increase the funding for Phase 3 in the amount of \$856,264 or postpone construction items for Phase 3 in fiscal year 2016-2017 and add those items to a future phase of construction.

**Fiscal Impact:** \$856,264

**Proposed Expenditure:** \$856,264      **Account Number(s):** 317-various

**Finance Review by:** Debra Wallace, Deputy Town Manager/CFO *DW*

**Legal Review:** N/A

**Attachments:**

1. Opinion of Probable Construction Cost for Heritage Park Phase 3 - 90% review



## COMMUNITY DEVELOPMENT CORPORATION AGENDA ITEM NO: 2

### PUBLIC HEARING ITEM

**Recommendation:** Move to approve an amendment to the fiscal year 2016-2017 Capital Improvement Plan, increasing funding in the amount of \$856,264 for Heritage Park Phase 3.

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No.	Item	Quantity	Unit	Unit Price	Amount
<b>A. General Items</b>					
	Clearing / Grubbing / Demolition	1	LS	9,500.00	\$ 9,500
	Erosion Control	1	LS	2,500.00	\$ 2,500
	Tree Protection	1	LS	2,500.00	\$ 2,500
	<b>Subtotal</b>				\$ 14,500
<b>B. Earth Work</b>					
	Unexcavated Cut and Fill	1	LS	30,000.00	\$ 30,000
	<b>Subtotal</b>				\$ 30,000
<b>C. Sidewalk Paving</b>					
	6" wide concrete sidewalk	563	SF	5.50	\$ 3,097
	Accessible Ramps	1	EA	500.00	\$ 500
	<b>Subtotal</b>				\$ 3,597
<b>D. Splash Pad Area</b>					
	Splash Pad - 180 sq ft surfaced area with recycle system	1	LS	\$ 512,000.00	\$ 512,000
	Miscellaneous Electrical	1	LS	60,000.00	\$ 60,000
	Shade Structures (Cedar Sails)	3	EA	20,000.00	\$ 60,000
	Enhanced Concrete Sidewalk (Stamped & Stained)	1,760	SF	12.00	\$ 21,120
	Flagstone	234	SF	20.00	\$ 4,680
	Shade Structures (Cantilevered Steel Trellis)	1	LS	60,000.00	\$ 60,000
	Boulders and River Rock	1	LS	20,000.00	\$ 20,000
	Landscape Irrigation	1	LS	20,000.00	\$ 20,000
	Entry Gates	1	EA	2,500.00	\$ 2,500
	6" Poly Rail Fence with Wave Mesh	316	LF	25.00	\$ 7,900
	Artificial Rock Work (Concrete)	1	LS	75,000.00	\$ 75,000
	Cistern (Pump Enclosure)	1	LS	30,000.00	\$ 30,000
	Slab Subgrade	1	LS	15,000.00	\$ 15,000
	6" PVC Sanitary sewer pipe	244	LF	40.00	\$ 9,760
	4" Dia. Sanitary sewer manhole	2	EA	2,500.00	\$ 5,000
	Sanitary sewer fitment with cover	20	LF	100.00	\$ 2,000
	2" Water tap service meter and meter box	1	LS	5,000.00	\$ 5,000
	Miscellaneous utilities - possible stamp pump and tank for SS	2	LS	12,000.00	\$ 24,000
	French Sinks	214	LF	3.00	\$ 642
	<b>Subtotal</b>				\$ 927,492.00
<b>E. Erosion Restoration Area</b>					
	Earthwork	1	LS	10,000.00	\$ 10,000
	Boulders and river rock	1	LS	25,000.00	\$ 25,000
	Pulverized Concrete Crossing over Swale	1	LS	10,000.00	\$ 10,000
	Landscape / Irrigation	1	LS	30,000.00	\$ 30,000
	<b>Subtotal</b>				\$ 85,000.00
<b>F. Miscellaneous</b>					
	Storm Drainage	1	LS	20,000.00	\$ 20,000
	Updates (Water line with hose bib) on ballable base	1	LS	5,000.00	\$ 5,000
	Miscellaneous Electrical	1	LS	5,000.00	\$ 5,000
	Site Furniture at Splash Pad	1	EA	1,300.00	\$ 1,300
	<b>Subtotal</b>				\$ 48,900
<b>Grand Total</b>					
					\$ 1,832,200
	20% Contingency				\$ 366,440
	<b>Subtotal</b>				\$ 2,198,640
<b>Bid Options</b>					
<b>Opt 1: Restroom Building</b>					
	Restroom Building with concrete pad (brickstone veneer)	1	LS	150,000.00	\$ 150,000
	Enhanced Paving at Restroom	200	SF	\$ 12.00	\$ 2,400
	6" PVC Sanitary sewer pipe	112	LF	\$ 40.00	\$ 4,480
	4" Dia. Sanitary sewer manhole	1	EA	\$ 4,500.00	\$ 4,500
	2" Water tap service meter and meter box	1	LS	\$ 4,000.00	\$ 4,000
	French Sinks	112	LF	\$ 2.00	\$ 224
	<b>Subtotal</b>				\$ 169,714
<b>Opt 2: Roadway, Parking &amp; Corresponding Lighting</b>					
	2" Paving & Pipe Lane on Lime Treated Subgrade	9,857	SF	\$ 5.50	\$ 54,214
	3" 12" Paving - Parking on Lime Treated Subgrade	4,276	SF	\$ 6.50	\$ 27,794
	3" 12" Paving Sidewalk on compacted subgrade	4,624	SF	\$ 5.50	\$ 25,432
	Soil Sed in disturbed area of parking and restroom	14,970	SF	\$ 5.50	\$ 82,335
	<b>Subtotal</b>				\$ 144,000.50
<b>Grand Total</b>					
					\$ 2,342,640.50
<b>Reduced Scope - Not in Project</b>					
<b>R-1 Rustic Pavilion / Outdoor Classroom</b>					
	Rustic Pavilion	1	LS	\$ 125,000.00	\$ 125,000.00
	Rustic Seating	1	LS	40,000.00	\$ 40,000.00
	Paving at Rustic Seating	1,250	SF	\$ 12.00	\$ 15,000.00
	Landscape Screening	1	LS	\$ 5,000.00	\$ 5,000.00
	Storm Drainage	1	LS	\$ 8,000.00	\$ 8,000.00
	Miscellaneous Electrical	1	LS	\$ 10,000.00	\$ 10,000.00
	Screen Wall	1	LS	\$ 15,000.00	\$ 15,000.00
	<b>Subtotal</b>				\$ 230,000.00
<b>R-2 Existing Pavilion Area</b>					
	Group pads w/ concrete pad	2	EA	3,500.00	\$ 7,000
	Soil in area adjacent to the existing pavilion	27,200	SF	\$ 0.50	\$ 13,600.00
	Irrigation for new pad	0.64	AC	\$ 20,000.00	\$ 12,800.00
	<b>Subtotal</b>				\$ 33,400.00
<b>R-3 Roadway, Parking &amp; Corresponding Lighting</b>					
	Roadway and Parking Lights	1	EA	24,000.00	\$ 24,000
	<b>Subtotal</b>				\$ 24,000
<b>R-4 Miscellaneous</b>					
	Sequoyia	1	EA	25,000.00	\$ 25,000
<b>R-5 Irrigation for Rustic Pavilion Area</b>					
	Irrigation approx. 15' outside of roadway	1	AC	20,000.00	\$ 20,000
	<b>Subtotal</b>				\$ 20,000
<b>R-6 Irrigation for Rustic Pavilion Area</b>					
	Irrigation approx. 15' outside of roadway	1	AC	20,000.00	\$ 20,000
	<b>Subtotal</b>				\$ 20,000
	<b>Subtotal</b>				\$ 157,400
	20% Contingency				\$ 31,480.00
	<b>Subtotal</b>				\$ 188,880
<b>Grand Total</b>					
					\$ 2,537,520.50

\* The Opinion of Probable Construction Cost (shown above) does not include Soft Costs (architect, general contractor, engineer, landscape architect, etc.) and is only an estimate of the total project cost. Final construction cost will be determined by the actual construction contract with the contractor on the Town of Flower Mound, Texas.



**COMMUNITY DEVELOPMENT CORPORATION AGENDA ITEM NO: 2**

**PUBLIC HEARING ITEM**

**DATE:** November 28, 2016

**FROM:** Gary Sims Executive Director of Community Services *bs*  
Debra Wallace Deputy Town Manager/CFO *DS*

**ITEM:** Public Hearing and action to amend the fiscal year 2016-2017 Capital Improvement Plan

**Background Information:** The Development Corporation Act of 1979 Sec. 4B(a)(3)(a-2) authorizes the expenditure of 4B Sales Tax funds for the design, construction, maintenance and operation costs associated with park projects funded by the Community Development Corporation (CDC). The PALS Board is responsible for recommending projects to be funded by the CDC.

On June 28, 2016, the CDC approved funding for the FY 2016-2017 CIP using 4B sales tax revenues

	FY2016-2017
Park & Trail O&M	\$200,000
Park & Trail Amenities	\$50,000
Twin Coves Park Debt Service	\$225,000
The Heritage Park - Phase 4	\$2,000,000
<b>Total FY 16-17</b>	<b>\$2,475,000</b>

Staff would like to change the funding for major projects using the same approach used for other town projects. Funding for design would be in one year with the construction in the next. This will enable us to better budget for major projects. Additionally the format of the CIP 4B Park Funding/Projects report has been changed to enable the CDC to see the total funding for a project life to date, versus having to look down the page and add together all the years. (landscape versus portrait – see attached).

The recommended revised FY 2016-2017 CIP is:

	FY2016-2017
Park & Trail O&M	\$ 200,000
Park & Trail Amenities	\$ 50,000
Twin Coves Park Debt Service	\$ 221,750
Heritage Park - Phase 3	\$ 856,264
Heritage Park - Phase 4 (design)	\$ 200,000
Playground Replacements (Bluebonnet, Gaston, Glenwick, Grove, Oak, & Spring Meadow Parks)	\$1,200,000
<b>Revised Total FY 16-17</b>	<b>\$2,728,014</b>

**Alternatives/Options:** N/A

**Fiscal Impact:** Increase funding for FY 2016-2017 in the amount of \$253,014



**COMMUNITY DEVELOPMENT CORPORATION AGENDA ITEM NO: 2**

**PUBLIC HEARING ITEM**

**Proposed Expenditure:** \$2,728,014

**Account Number(s):** 317-various

**Finance Review by:** Debra Wallace, Deputy Town Manager/CFO *DW*

**Legal Review:** N/A

**Attachments:**

1. CIP Park Funding/Projects

**Recommendation:** Move to approve amending the fiscal year 2016-2017 Capital Improvement Plan, increasing funding in the amount of \$253,014, using 4B sales tax revenues.

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Recommended - CIP 4B Park Funding/Projects							Attachment 2
PARK PROJECTS	Prior Year	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	TOTAL
Park & Trail O&M		\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	
Park & Trail Amenities		\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	
Twin Coves Park Debt Service		\$ 221,750	\$ 253,700	\$ 270,100	\$ 271,250	\$ 272,300	
Heritage Park - Phase 3	\$ 1,324,736	\$ 856,264					\$ 2,181,000
Heritage Park - Phase 4		\$ 200,000	\$2,200,000				\$ 2,400,000
Playground Replacements (Bluebonnet, Gaston, Glenwick, Grove, Oak, & Spring Meadow Parks)		\$1,200,000					\$ 1,200,000
Bakersfield Park Restroom				\$ 400,000			\$ 400,000
Rheudasil Improvements	\$ 200,000			\$ 200,000	\$1,600,000		\$ 2,000,000
Playground Replacements (Lakewood, Pecan Orchard, Stone Creek, Thrush, Gerault Parks)				\$1,000,000			\$ 1,000,000
Pink Evening Primrose Trail Connections				\$ 600,000			\$ 600,000
Playground Replacements (Grand, Peacock, & Chinn Chapel)					\$ 600,000		\$ 600,000
Bluebonnet Trail Connections						\$1,000,000	\$ 1,000,000
Playground Replacements (Cortadera, Wilkerson & Possum)						\$ 600,000	\$ 600,000
<b>Annual Funding</b>	<b>\$ 1,524,736</b>	<b>\$2,728,014</b>	<b>\$2,703,700</b>	<b>\$2,720,100</b>	<b>\$2,721,250</b>	<b>\$2,122,300</b>	<b>\$ 11,981,000</b>
<b>Future Projects - Not Funded</b>							<b>FY 21-26</b>
Equestrian Trailhead							\$ 400,000
Equestrian Trails							\$ 500,000
Green Acres Memorial Farm							\$ 2,200,000
Playground Replacements (FY22/23 - Northshore, Jake's Hilltop & Rustic Timbers)							\$ 600,000
Playground Replacements (FY23/24 - Thrush & Westchester)							\$ 400,000
Bluebonnet Trail Connections							\$ 1,000,000
Pond Dredging							T.B.D.
Indian Blanket Trail Connections							\$ 2,000,000
Purple Coneflower Trail Connections							\$ 150,000
Texas Yellow Star Trail Connections							\$ 850,000
White Lazy Daisy Trail Connections							\$ 100,000
Tennis Center							\$ 2,000,000
							\$ 10,200,000