AGENDA

CITY OF TAYLOR, TEXAS

CITY COUNCIL MEETING

CITY HALL, COUNCIL CHAMBERS, 400 PORTER STREET

JULY 15, 2014, 6:00 P.M.

CALL TO ORDER AND DECLARE A QUORUM

INVOCATION

PLEDGE OF ALLEGIANCE

PROCLAMATIONS/RECOGNITION

1. Proclamation: In honor of the Taylor Rodeo Association 65th Anniversary. (Mayor)
2. Proclamation: In honor of the 85th anniversary of the Taylor Boy Scout Troop 167. (Mayor)

CITIZENS COMMUNICATION

(The City Council welcomes public comments on items not listed on the agenda. However, the Council cannot respond until the item is posted on a future meeting agenda. Registration forms are available at the sign in table.)

CONSENT AGENDA

(The Consent Agenda includes non-controversial and routine items that the Council may act on with one single vote. The Mayor or any Council member may pull any item from the Consent Agenda to discuss and act upon individually on the Regular Agenda.)

3. Approve minutes for June 25 and June 26, 2014. (Susan Brock)
4. Approve Ordinance 2014-10 allowing the abandonment of a portion of Wren Way west of Jason Drive. (Bob van Til)

REGULAR AGENDA; REVIEW/DISCUSS AND CONSIDER ACTION

5. Consider recommendation by the Taylor Tax Increment Finance (TIF) Advisory Board to hire Design Workshop, Inc. to create a Downtown Master Plan. (Bob van Til)
6. Consider introducing Ordinance 2014-11 regulating vacant buildings in the Central Business District. (Bob van Til)
7. Consider future agenda items. (Mayor)

EXECUTIVE SESSION

8. Executive Session I. The Taylor City Council will conduct a closed executive meeting pursuant to the provisions of the Open Meetings Law, Chapter 551, Texas Local Government Code, and the authority contained in Section 551.087 to discuss or deliberate regarding commercial and/or financial information on a business prospect that the City of Taylor, Texas, seeks to have locate, stay, or expand in or near the City of Taylor, Texas, and with which the City of Taylor, Texas, is conducting economic development negotiations and/or deliberate the offer of financial or other incentives to the business prospect.
    - Project Overload
9. Executive Session II. The Taylor City Council will hold a closed executive meeting pursuant to the provisions of the Open Meetings Law, Chapter 551, Government Code, in accordance with the authority contained in Section 551.074 to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; or to hear a complaint or charge against an officer or employee:
    - Chris Hartung of Chris Hartung Consulting will meet with Council to discuss the City Manager position.

10. Consider action from either Executive Session.

ADJOURN

The Council may vote and/or act upon each of the items listed in this Agenda. The Council reserves the right to retire into executive session concerning any of the items listed on this Agenda, whenever it is considered necessary and legally justified under the Open Meetings Act including: Section 551.071 (Consult with attorney); Section 551.072 (Real Property); Section 551.073 (Gifts and Donations); Section 551.074 (Personnel Matters); Section 551.076 (Security Devices); and Section 551.087 (Economic Development). I certify that the notice of meeting was posted in the Taylor City Hall Lobby before 6:00 pm on July 11, 2014 and remained posted for at least 72 hours continuously before the scheduled time of said meeting. I further certify that the following news media was notified of this meeting: Taylor Press.

In compliance with the ADA the City Hall and Council Chambers are wheelchair accessible. Reasonable accommodations will be provided for persons attending city council meetings in need of special assistance. Please contact Susan Brock, City Clerk, at least 24 hours prior to the meeting for special assistance.

Posted By: Susan Brock Date 7/11/14
Susan Brock, City Clerk

City Council Meeting
July 15, 2014
Agenda Item Transmittal

Agenda Item #: **1**

Agenda Title: Proclamation: In honor of the Taylor Rodeo Association 65th Anniversary

Council Action to be taken: Mayor to present proclamation

Initiating Department: City Administration

Staff Contact: Susan Brock, City Clerk

1. INTRODUCTION/PURPOSE

The Taylor Rodeo Association is celebrating their 65th anniversary this year and the rodeo is scheduled for July 18th and 19th at the County Events Center.

2. DESCRIPTION/ JUSTIFICATION

3. FINANCIAL/BUDGET

4. TIMELINE CONSIDERATIONS

5. RECOMMENDATION

6. REFERENCE FILES

1a. Proclamation

Proclamation

Whereas, July, 2014 marks the 65th anniversary of the Taylor Rodeo Association; and

Whereas, the Taylor Rodeo Association is a local organization of members who are dedicated to proudly celebrating the passion, dignity, honor and integrity of the Great American Cowboy; and

Whereas, each year the Taylor Annual Rodeo provides a unique opportunity for men and women of all ages to participate in and provide entertainment and education to those who compete or attend; and

Whereas, the citizens of the City of Taylor receive great benefits from these volunteer efforts and we would like to recognize the Taylor Rodeo Association for all they have done for the community and in honor of their tireless efforts for the past 65 years.

Now, therefore, as Mayor of the City of Taylor, Texas, I hereby proclaim

July 18th, 2014
Taylor Rodeo Association Day

Proclaimed this 15th day of July 2014.

Jesse Ancira, Jr., Mayor

City Council Meeting
July 15, 2014
Agenda Item Transmittal

Agenda Item #: **2**

Agenda Title: Proclamation: In honor of the 85th anniversary of the Taylor Boy Scout Troop 167

Council Action to be taken: Mayor to present proclamation

Initiating Department: City Administration

Staff Contact: Susan Brock, City Clerk

1. INTRODUCTION/PURPOSE

The Taylor Boy Scout Troop 167 is celebrating their 85th anniversary this year and the troop will be recognized for their achievements and community efforts.

2. DESCRIPTION/ JUSTIFICATION

3. FINANCIAL/BUDGET

4. TIMELINE CONSIDERATIONS

5. RECOMMENDATION

6. REFERENCE FILES

2a. Proclamation

Proclamation

Whereas, this year marks the 85th anniversary of the Taylor Boy Scout Troop 167; and

Whereas, since 1910, the Boy Scouts of America has served more than 5 million youths and continues to be the nation's foremost program of character development and values-based leadership training for youth; and

Whereas, the local Troop 167 encourages members to pursue their special interests, make new friends, develop leadership skills, and give back to their community; and

Whereas, Troop 167 has dedicated numerous service projects including hike and bike trail improvements, enhancements to the parks, churches, and schools in our community; and

Whereas, the City of Taylor would like to recognize the Boy Scout Troop 167 for their many volunteer efforts in our community.

Now, therefore, as Mayor of the City of Taylor, Texas, I hereby proclaim our recognition of the 85th anniversary of the

Taylor Boy Scout Troop 167

Proclaimed this 15th day of July, 2014.

Jesse Ancira, Jr., Mayor

City Council Meeting
July 15, 2014
Agenda Item Transmittal

Agenda Item #:	**3**
Agenda Title:	Approve minutes for June 25 and June 26, 2014.
Council Action:	Approve by consent or approve with corrections
Initiating Department:	City Management/City Clerk
Staff Contact:	**Susan Brock, City Clerk**

1. INTRODUCTION/PURPOSE

Pursuant to the Open Meetings Law, Chapter 551, Local Government Code and in accordance with the authority contained in Section 551.021 and the City Charter, the "Minutes" of each City Council must be recorded, compiled and approved by the City Council in subsequent meetings. The purpose of this item is to conform to these legal requirements.

2. DESCRIPTION/ JUSTIFICATION

N/A

3. FINANCIAL/BUDGET

N/A

4. RECOMMENDATION

Approve as submitted or amend with changes noted.

5. REFERENCE FILES

3a. Minutes, June 25, 2014.
3b. Minutes, June 26, 2014.

The City Council of the City of Taylor met at a Special Meeting on June 25, 2014, at City Hall, 400 Porter St., Taylor, Texas. Mayor Jesse Ancira, Jr. declared a quorum and called the meeting to order at 7:01 p.m. with the following present:

Mayor Pro Tem Chris Gonzales
Council Member Scott Green
Council Member Donald Hill
Council Member Brandt Rydell

Susan Brock, City Clerk

REGULAR AGENDA

1. EXECUTIVE SESSION. The Taylor City Council will conduct a closed executive meeting pursuant to the provisions of the Open Meetings Law, Chapter 551, Government Code, in accordance with the authority contained in Section 551.074 to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; or to hear a complaint or charge against an officer or employee:

   - Chris Hartung of Chris Hartung Consulting will meet with Council to discuss the City Manager position.

   Mayor Ancira and council members retired to closed session at 7:02 pm.

2. CONSIDER ACTION FROM EXECUTIVE SESSION.
   Mayor Ancira resumed the open meeting at 8:21 p.m. and stated that there was no action was taken on any issue during Executive Session.

ADJOURN

With no further business; Mayor Ancira adjourned the meeting at 8:21p.m.

Jesse Ancira, Jr., Mayor

ATTEST:

Susan Brock, City Clerk

The City Council of the City of Taylor met on June 26, 2014, at City Hall, 400 Porter St., Taylor, Texas. Mayor Jesse Ancira, Jr. declared a quorum and called the meeting to order at 6:00 p.m. with the following present:

Mayor Pro Tem Chris Gonzales
Council Member Scott Green
Council Member Donald Hill
Council Member Brandt Rydell

Jeff Straub, Interim City Manager
Ted Hejl, City Attorney
Susan Brock, City Clerk

INVOCATION
Mr. Danny Thomas led the group in prayer.

PLEDGE OF ALLEGIANCE

PROCLAMATIONS/RECOGNITION

CITIZENS COMMUNICATION
No citizens came forward during this time.

CONSENT AGENDA

1. APPROVE MINUTES FOR JUNE 12, 2014.
2. APPROVE ORDINANCE 2014-08 REGULATING DISTANCE REQUIREMENTS BETWEEN CHURCHES AND ESTABLISHMENTS SELLING ALCOHOL.

ORDINANCE NO. 2014-08

AN ORDINANCE OF THE CITY OF TAYLOR, TEXAS, AMENDING AN ORDINANCE PASSED, EXAMINED AND APPROVED BY THE CITY OF TAYLOR MARCH 25, 1941, ESTABLISHING DISTANCE REQUIREMENTS FROM ANY CHURCH, PUBLIC SCHOOL, PUBLIC HOSPITAL FOR THE SALE OF ALCOHOLIC BEVERAGES BY ANY DEALER ("1941 ORDINANCE") BY DELETING THE DISTANCE REQUIREMENT FROM CHURCHES IN THE CENTRAL BUSINESS DISTRICT ESTABLISHED BY ORDINANCE 01-03-94; ESTABLISHING A NEW PENALTY FOR VIOLATION OF THE 1941 ORDINANCE; PROVIDING A SAVINGS CLAUSE.

3. APPROVE ORDINANCE 2014-09 CORRECTING ORDINANCE 2013-15 REGARDING ANNEXATION OF PROPERTY DESCRIBED AS 27.3 ACRES OWNED BY MARVIN GRAW.

ORDINANCE NO. 2014-09

AN ORDINANCE OF THE CITY OF TAYLOR, TEXAS, AMENDING ANNEXATION ORDINANCE 2013-15, ADOPTED BY THE CITY OF TAYLOR, TEXAS, JUNE 27, 2013, IN ORDER TO CORRECT THE LEGAL DESCRIPTION OF THE PROPERTY ANNEXED IN ORDINANCE 2013-15; ORDINANCE 2013-15 INCORRECTLY DESCRIBED A 27.3 ACRE TRACT OF LAND AS ANNEXED PROPERTY WHICH WAS EXCLUDED FROM ANNEXATION BY VIRTUE OF A DEVELOPMENT AGREEMENT; THIS ORDINANCE IS INTENDED TO

CORRECT THE LEGAL DESCRIPTION IN ORDINANCE 2013-15 EFFECTIVE JUNE 27, 2013, BY ATTACHING TO THIS ORDINANCE THE CORRECT AREA ANNEXED TO THE CITY IN ORDINANCE 2013-15; PROVIDING A SAVINGS CLAUSE.

4. CONCUR WITH PRELIMINARY FINANCIALS FOR MAY 2014.
   Mayor Pro Tem Gonzales moved to approve the consent agenda as presented and Council Member Hill seconded the motion. VOTE: Five voted AYE. Motion passed.

REGULAR AGENDA: REVIEW/DISCUSS AND CONSIDER ACTION

5. CONSIDER CONFIRMING INTERIM CITY MANAGER REAPPOINTMENT OF LELAND ENOCHS TO THE CIVIL SERVICE COMMISSION.
   Mr. Straub presented a request for Council approval of his reappointment of Mr. Leland Enochs to the Civil Service Commission. Council Member Green moved to confirm the reappointment and Mayor Pro Tem Gonzales seconded the motion. VOTE: Five voted AYE. Motion passed.

6. CONSIDER RECOMMENDATION BY THE TAYLOR TAX INCREMENT FINANCE (TIF) ADVISORY BOARD TO HIRE DESIGN WORKSHOP, INC. TO CREATE DOWNTOWN MASTER PLAN.
   Mr. Bob van Til, Director of Planning and Development, presented a request to allow Mr. Ed Hile, Chair of the Main Street Advisory Board, and also of the TIF Board to introduce Mr. Steven Spears with Design Workshop who made a presentation to Council regarding a proposal to develop a Downtown Master Plan.

   Council expressed a need for additional time to review the proposal and agreed to bring it back at the next meeting for further consideration.

7. CONSIDER INTRODUCING ORDINANCE 2014-10 APPROVING THE ABANDONMENT OF A PORTION OF WREN WAY WEST OF JASON DRIVE.
   At the request of a property owner, Mr. van Til presented a request to consider introducing an ordinance that would abandon a portion of a right of way at Jason Drive and Wren Way. There are no city utilities in the right of way but it does include a utility easement that will be retained for a natural gas line.

   With no further discussion, Mayor Ancira asked Mr. Hejl to introduce the ordinance as presented.

ORDINANCE NO.2014-10

AN ORDINANCE OF THE CITY OF TAYLOR, TEXAS, VACATING A PORTION OF WREN STREET RUNNING GENERALLY EAST AND WEST BETWEEN LOT 4, BLOCK

4 AND LOT 11 BLOCK 5, GENE SEFCIK SUBDIVISION, SECTION TWO, A SUBDIVISION IN WILLIAMSON COUNTY, TEXAS, ACCORDING TO THE MAP OR PLAT RECORDED IN CABINET "D", SLIDE 60 OF THE PLAT RECORDS OF WILLIAMSON COUNTY, TEXAS, FOR USE AS A STREET, BUT RETAINING A PUBLIC UTILITY EASEMENT ON THE PORTION VACATED FOR STREET USE; AND PROVIDING A SAVINGS CLAUSE

8. CONSIDER INTRODUCING ORDINANCE 2014-11 REGULATING VACANT BUILDINGS IN THE CENTRAL BUSINESS DISTRICT.
   Mr. van Til presented a request to consider introducing an ordinance that would provide regulations to vacant buildings in the downtown central business district. Council expressed concern for the details of the ordinance, which was designed after a similar one in effect in Dallas. The ordinance was not introduced and may be brought back at a later date for further consideration.

9. RECEIVE PRESENTATION REGARDING PROGRAM TO REDEVELOP SOUTH MAIN STREET.
   Mr. van Til presented an overview of existing programs and incentives available to assist in the redevelopment of South Main Street. This item was for information only and no action.

10. UPDATE ON REQUESTS FOR QUALIFICATIONS FOR 7TH STREET CAMPUS.
    Mr. Straub presented an update regarding the RFQ process for the 7th Street Campus. He stated that the RFQ is complete and was published on June 25th and the deadline to submit responses is September 19, 2014 at which time another update will be provided.

11. REVIEW COMMUNICATIONS COMPONENT OF THE TEEX TAYLOR COMMUNITY AND ECONOMIC INITIATIVE ACTION PLAN.
    Mr. Straub presented an overview of the city response to the Action Steps outlined in the Communication segment of the TEEX Taylor Community and Economic Initiative Action Plan. This item was for information only and no action was taken.

12. DISCUSS FUTURE COUNCIL MEETING DATES.
    Mayor Ancira asked Council members for their thoughts on the upcoming schedule of meetings. He noted that he and Mayor Pro Tem Gonzales would be unavailable for the July 10th council meeting, which was cancelled. A special council meeting was set for Tuesday, July 15th at 6 pm to conduct any regular business as well as an executive session regarding the city manager search process. Any additional changes needed will be discussed at the July 15th meeting.

13. CONSIDER FUTURE AGENDA ITEMS.
    Mayor Ancira asked for additional items from the Council; Council Member Green mentioned the need to readdress the current Fire Code with specific regard to sprinkler or fire suppression system requirements.

14. EXECUTIVE SESSION I. The Taylor City Council will conduct a closed executive meeting pursuant to the provisions of the Open Meetings Law, Chapter 551, Texas Local Government Code, and the authority contained in Section 551.087 to discuss or deliberate regarding commercial and/or financial information on a business prospect that the City of Taylor, Texas, seeks to have locate, stay, or expand in or near the City of Taylor, Texas, and with which the City of Taylor, Texas, is conducting economic development negotiations and/or deliberate the offer of financial or other incentives to the business prospect.
    - Project Overload
    - Project Lone Star
    - Project Austin

    Mayor Ancira and council members retired to closed session at 7:36 pm.

15. CONSIDER ACTION FROM EXECUTIVE SESSION.
    Mayor Ancira resumed the open meeting at 8:21 p.m. and stated that there was no action was taken on any issue during either Executive Session.

ADJOURN

With no further business, Mayor Ancira adjourned the meeting at 8:21 p.m.

Jesse Ancira, Jr. Mayor

ATTEST:

Susan Brock, City Clerk

City Council Meeting
July 15, 2014
Agenda Item Transmittal

Agenda Item #:	**4**
Agenda Title:	Approve Ordinance 2014-10 approving the abandonment of a portion of Wren Way west of Jason Drive.
Council Action to be taken:	Approve by consent Ordinance 2014-10
Initiating Department:	**Planning and Development**
Staff Contact:	**Bob van Til, Director**

1. INTRODUCTION/PURPOSE

The proposed Ordinance was introduced during the June 26, 2014 regular meeting.

This item is to approve an ordinance to abandon a portion of the right of way (ROW) of Wren Way west of Jason Drive. ROW must be abandoned by ordinance. Ordinance 2014-10 is attached for your consideration.

2. DESCRIPTION/ JUSTIFICATION

Mr. Swonke requested the abandonment. Mr. Swonke lives south of the ROW. His address is 2007 Jason Drive. Mr. Swonke had the land surveyed and submitted an application for consideration by the City.

When ROW is abandoned one-half of the land is conveyed to one adjacent property owner and the other half will be conveyed to the other adjacent property owner.

There are no city utilities in the ROW. However, there is a gas line. It runs in an east-westerly direction. The ordinance abandons the ROW but retains a utility easement.

3. FINANCIAL/BUDGET

4. TIMELINE CONSIDERATIONS

5. RECOMMENDATION

The DRC reviewed the application and recommended that the ROW be abandoned to the adjacent property owners. However, a utility easement should be retained.

The Planning and Zoning Commission reviewed this application during their regular meeting on June 10, 2014. They forwarded a recommendation to approve the ordinance abandoning the right of way but retaining the utility easement.

6. REFERENCE FILES

4a. Ordinance 2014-10
4b. Maps

ORDINANCE NO. 2014-10

AN ORDINANCE OF THE CITY OF TAYLOR, TEXAS, VACATING A PORTION OF WREN STREET RUNNING GENERALLY EAST AND WEST BETWEEN LOT 4, BLOCK 4 AND LOT 11 BLOCK 5, GENE SEFCIK SUBDIVISION, SECTION TWO, A SUBDIVISION IN WILLIAMSON COUNTY, TEXAS, ACCORDING TO THE MAP OR PLAT RECORDED IN CABINET "D", SLIDE 60 OF THE PLAT RECORDS OF WILLIAMSON COUNTY, TEXAS, FOR USE AS A STREET, BUT RETAINING A PUBLIC UTILITY EASEMENT ON THE PORTION VACATED FOR STREET USE; AND PROVIDING A SAVINGS CLAUSE

WHEREAS, the City of Taylor, Texas, ("City"), desires to vacate a portion of Wren Street, as dedicated for use as a street, being 0.239 acres, generally running east and west between Lot 4, Block 4 and Lot 11, Block 5 in the Gene Sefcik Subdivision, Section Two, recorded in Cabinet D, Slide 60 of the Plat Records in Williamson County Texas, described in Exhibit "A" attached hereto and by reference incorporated herein ("Wren"); and

WHEREAS, the City shall retain a public utility easement on Wren and this Ordinance shall not abandon Wren for use as a public utility easement ("PUE") and this Ordinance vacates Wren only for use as a public street; and

WHEREAS, the Planning and Zoning Commission, after a public meeting held June 10, 2014 recommended that the Council approve abandonment of Wren for use as a street and that a PUE be retained; and

WHEREAS, based upon the recommendation, the Taylor City Council hereby abandons Wren for use as a street but retains Wren as a PUE.

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

SECTION 1. All of the facts recited in the preamble to this Ordinance are hereby found by the City Council to be true and correct and are incorporated by reference herein and expressly made a part hereof, as if copied herein verbatim.

SECTION 2. The City Council of the City of Taylor, Texas, does hereby vacate Wren as described in Exhibit "A" as a street, save and except a Public Utility Easement is retained on Wren as described in Exhibit "A".

SECTION 3. The filing of a copy of this Ordinance in the official records of Williamson County, Texas, will evidence the abandonment of the Wren Street right of way granted by this Ordinance and release of the abandoned Street to the adjoining property owners according to the centerline, subject to the Public Utility Easement retained by the City.

SECTION 4. Should any section, paragraph, clause, phrase, or provision of this Ordinance be adjudged invalid or held unconstitutional, the same shall not affect the validity of this Ordinance as a whole or any part of the provisions thereof, other than the part so decided to be invalid or unconstitutional

In accordance with Article VIII, Section 1, of the City Charter, Ordinance No. 2014- was introduced and a public hearing was held before the Taylor City Council on the 12th day of June, 2014.

PASSED, APPROVED, and ADOPTED on the ____ day of June, 2014.

____
Jesse Ancira, Jr, Mayor

ATTEST:

____
Susan Brock, City Clerk

APPROVED AS TO FORM:

____
Ted W. Hejl, City Attorney

CERTIFICATE

THE STATE OF TEXAS
COUNTY OF WILLIAMSON

I, Susan Brock, being the City Clerk of the City of Taylor, Texas, do hereby certify that the attached is a true and correct copy of Ordinance No. 2014-_____, passed and approved by the City Council of the City of Taylor, Texas, on the _____ day of ____________, 2014, and such Ordinance was duly introduced, passed, approved and adopted at meetings open to the public and notices of the meetings, giving the dates, places, and subject matter thereof, were posted as prescribed by Government Code Section 551.043.

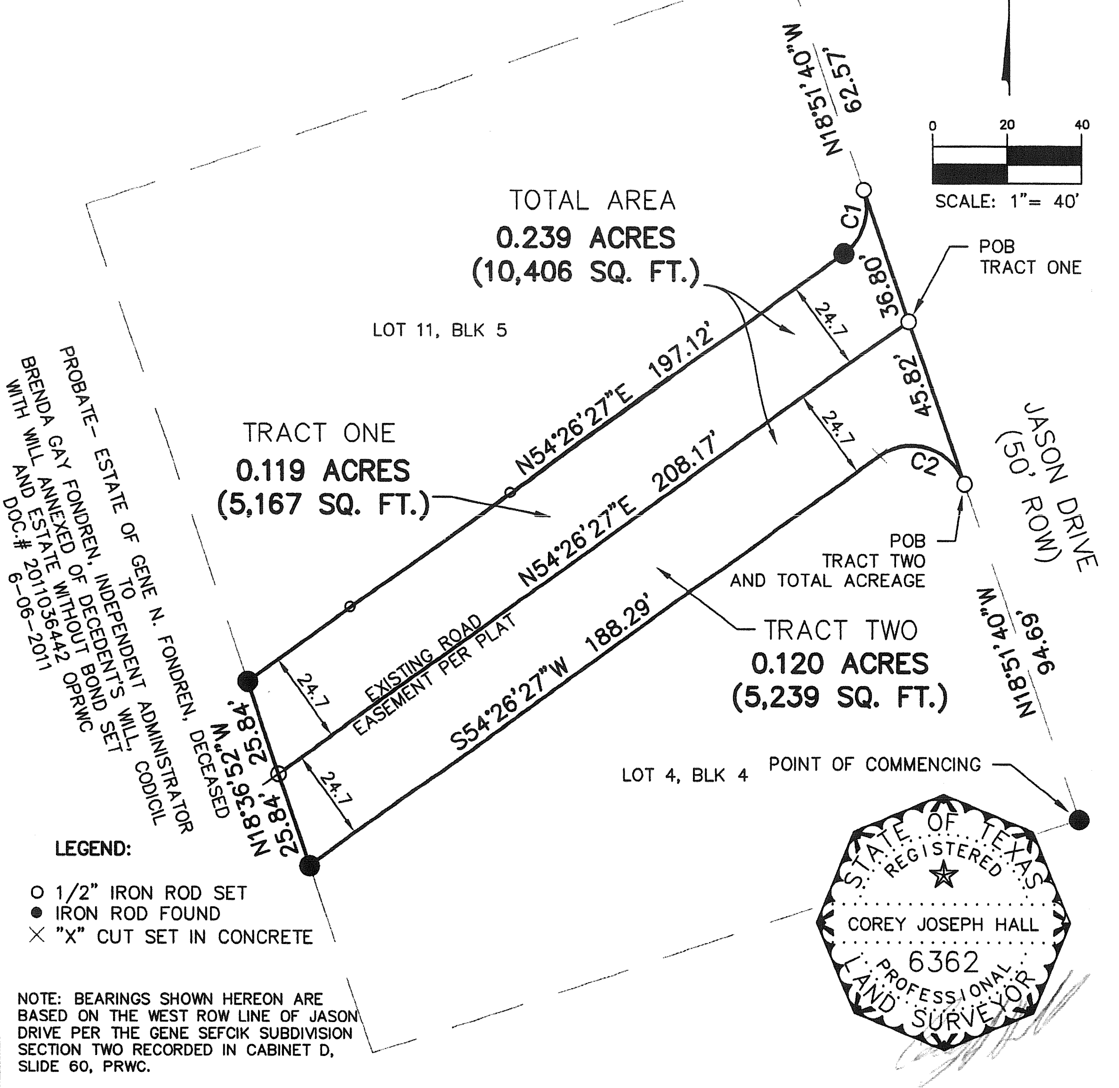
Witness my hand and seal of office this the _____ day of ______________, 2014.

____
Susan Brock
City Clerk

EXHIBIT A

CURVE TABLE						
CURVE	LENGTH	RADIUS	DELTA	TANGENT	CHORD BEARING	CHORD DISTANCE
C1	18.81	15.00	071°51'05"	10.87	N17°39'51"E	17.60
C2	27.63	15.00	105°33'12"	19.75	N72°10'14"W	23.89

PROPOSED STREET ABANDONMENT



THIS IS TO CERTIFY THAT, ON THIS DATE, A TRUE AND ACCURATE SURVEY WAS MADE ON THE GROUND UNDER MY SUPERVISION OF PROPERTY LOCATED ON JASON DRIVE, CITY OF TAYLOR, IN WILLIAMSON COUNTY, TEXAS, DESCRIBED AS FOLLOWS: PROPOSED STREET ABANDONMENT OF EXISTING 0.239 ACRE ROAD EASEMENT, OUT OF THE GENE SEFCIK SUBDIVISION, SECTION TWO, A SUBDIVISION IN WILLIAMSON COUNTY, TEXAS, ACCORDING TO THE MAP OR PLAT RECORDED IN CABINET "D", SLIDE 60 OF THE PLAT RECORDS OF WILLIAMSON COUNTY, TEXAS.

FLOOD NOTE:
THE PROPERTY DEPICTED HEREON **IS NOT** WITHIN A SPECIAL FLOOD HAZARD AREA AS DETERMINED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY; THE FLOOD AREA BEING IDENTIFIED ON F. I. R. M. PANEL NO. **48491 C535E EFFECTIVE 9-26-2008** LOCATED IN ZONE "X".

NOTE: THIS TRACT IS SUBJECT TO EASEMENTS, COVENANTS, CONDITIONS, RESTRICTIONS AND RIGHT TO CREATE ADDITIONAL PUBLIC UTILITY EASEMENTS, IF ANY, ACROSS SUBJECT PROPERTY AS SHOWN IN CABINET "D", SLIDE 60 PRWC.

TO: CITY OF TAYLOR

RE: SWONKE, PROJ. NO. 14-158

NOTE: NO TITLE COMITTMENT SUPPLIED OR REVIEWED FOR THIS PROJECT. PARTIES TO THIS TRANSACTION ARE RESPONSIBLE FOR VERIFICATION OF ALL EASEMENTS, COVENANTS AND CONDITIONS WHICH MAY AFFECT THIS TRACT BUT ARE NOT SHOWN HEREON.

SURVEYORS CERTIFICATE

THE PLAT SHOWN HEREON IS A TRUE, CORRECT AND ACCURATE REPRESENTATION OF THE PROPERTY AS DETERMINED BY SURVEY, THE LINES AND DIMENSIONS OF SAID PROPERTY BEING AS INDICATED BY THE PLAT; THE SIZE, LOCATION AND TYPE OF BUILDINGS ARE AS SHOWN, ALL IMPROVEMENTS BEING WITHIN THE BOUNDARIES OF THE PROPERTY, SET BACK FROM THE PROPERTY LINES THE DISTANCES INDICATED. THERE ARE NO ENCROACHMENTS, CONFLICTS OR PROTRUSIONS, EXCEPT AS SHOWN HEREON, AND SAID PROPERTY HAS ACCESS TO AND FROM A DEDICATED ROADWAY.

DATE: APRIL 8, 2014

BRYAN TECHNICAL SERVICES, INC.
BTS
911 NORTH MAIN
TAYLOR, TX 76574
PHONE: (512) 352-9090
FAX: (512) 352-9091
FIRM No. 10128500
surveying@austin.rr.com
bryantechnicalservices.com

STATE OF TEXAS **APRIL 8, 2014**
COUNTY OF WILLIAMSON

PROPOSED ROAD ABANDONMENT OF 0.239 ACRES

These notes describe that certain "0.239 Acres" of land situated in the **GENE SEFCIK SUBDIVISION**, recorded in Cabinet "D", Slide 60 of the Plat Records, Williamson County, Texas; subject tract being all of a called "Road Easement" on the West side of Jason Drive of said subdivision; being surveyed on the ground under the direct supervision of Corey Joseph Hall, Registered Professional Land Surveyor No. 6362, on April 8, 2014; subject tract being more fully described as follows {Bearings described herein are based on the West Right-of-Way (50 feet wide) of Jason Drive per said plat};

COMMENCING at a 1/2" Iron Rod found in the West Right-of-Way of said Jason Drive at the Southeast corner of Lot 4, Block 4 of said subdivision; THENCE North 18°51'40" West with said West line of Jason Drive and the East line of said "Lot 4, Block 4", a distance of 94.69 feet, to a 1/2" Iron Rod with an orange plastic cap stamped "Bryan Tech Services" set at the Southeast corner of said "Road Easement", being the Point of Curvature for a curve to the left, and marking the **PLACE OF BEGINNING** and Southeast corner of herein described tract;

THENCE with a said curve to the left, with a central angle of 105°33'12", a radius of **15.00 feet**, a tangent of 19.75 feet, and an arc length of 27.63 feet, whose chord bears North 72°10'14" West, with a distance of 23.89 feet, to an "X" cut set in concrete driveway, and marking the Point of Tangency of herein described tract;

THENCE South 54°26'27" West, with the Northerly line of said "Lot 4, Block 4" and the Southerly line of said "Road Easement", a distance of **188.29 feet** {188.29 feet}, to a 1/2" Iron Rod found in the East line of a called "Fondren" tract conveyed in a Probate from the Estate of Gene N. Fondren, Deceased to Brenda Gay Fondren, Independent Administrator with will annexed of decedent's will, codicil and estate without bond set, dated 6-06-2011 and recorded in Document No. 2011036442 of the Official Public Records, Williamson County, Texas (OPRWC), being the Northwest corner of said "Lot 4, Block 4", the Southwest corner of said "Road Easement", and marking the Southwest corner of herein described tract;

THENCE North 18°36'52" West, with the Easterly line of said "Fondren" tract and the Westerly line of said "Road Easement", a distance of **51.68 feet** {52.29 feet}, to a 1/2" Iron Rod found at the Southwest corner of "Lot 11, Block 5" of said subdivision, being the Northwest corner of said "Road Easement", and marking the Northwest corner of herein described tract;

THENCE North 54°26'27" East, with the Southerly line of said "Lot 11, Block 5" and the Northerly line of said "Road Easement", a distance of **197.12 feet** {197.05 feet}, to a 1/2" Iron Rod found at the Point of Curvature of a curve to the left, and marking a Southeasterly corner of herein described tract;

THENCE with a said curve to the left, with a central angle of 71°51'05", a radius of **15.00 feet**, a tangent of 10.87 feet, and an arc length of 18.81 feet, whose chord bears North 17°39'51" East, with a distance of 17.60 feet, to a 1/2" Iron Rod with an orange plastic cap stamped "Bryan Tech Services" set in the West Right-of-Way of said Jason Drive at the upper Southeast corner of said "Lot 11, Block 5", the Northeast corner of aforesaid "Road Easement", and marking the non-tangent Northeast corner of herein described tract;

THENCE South 18°51'04" East, with the said West line of Jason Drive and the East line of said "Road Easement", a distance of **82.62 feet** {83.55 feet}, to the **PLACE OF BEGINNING**, containing according to the dimensions herein stated, an area of **0.239 Acres (10,406 Square Feet)**.

Surveyor's Note:

- Attention is invited to accompanying plat for location of improvements, visible utilities, encroachments, and roadways.

Corey Joseph Hall Registered Professional Land Surveyor No. 6362

STATE OF TEXAS
REGISTERED
COREY JOSEPH HALL
6362
PROFESSIONAL
LAND SURVEYOR

STATE OF TEXAS **APRIL 8, 2014**
COUNTY OF WILLIAMSON

PROPOSED ROAD ABANDONMENT OF 0.120 ACRES

These notes describe that certain "0.120 Acres" of land situated in the **GENE SEFCIK SUBDIVISION**, recorded in Cabinet "D", Slide 60 of the Plat Records, Williamson County, Texas; subject tract being all of a called "Road Easement" on the West side of Jason Drive of said subdivision; being surveyed on the ground under the direct supervision of Corey Joseph Hall, Registered Professional Land Surveyor No. 6362, on April 8, 2014; subject tract being more fully described as follows {Bearings described herein are based on the West Right-of-Way (50 feet wide) of Jason Drive per said plat};

COMMENCING at a 1/2" Iron Rod found in the West Right-of-Way of said Jason Drive at the Southeast corner of Lot 4, Block 4 of said subdivision; THENCE North 18°51'40" West with said West line of Jason Drive and the East line of said "Lot 4, Block 4", a distance of 94.69 feet, to a 1/2" Iron Rod with an orange plastic cap stamped "Bryan Tech Services" set at the Southeast corner of said "Road Easement", being the Point of Curvature for a curve to the left, and marking the **PLACE OF BEGINNING** and Southeast corner of herein described tract;

THENCE with a said curve to the left, with a central angle of 105°33'12", a radius of **15.00 feet**, a tangent of 19.75 feet, and an arc length of 27.63 feet, whose chord bears North 72°10'14" West, with a distance of 23.89 feet, to an "X" cut set in concrete driveway, and marking the Point of Tangency of herein described tract;

THENCE South 54°26'27" West, with the Northerly line of said "Lot 4, Block 4" and the Southerly line of said "Road Easement", a distance of **188.29 feet** {188.29 feet}, to a 1/2" Iron Rod found in the East line of a called "Fondren" tract conveyed in a Probate from the Estate of Gene N. Fondren, Deceased to Brenda Gay Fondren, Independent Administrator with will annexed of decedent's will, codicil and estate without bond set, dated 6-06-2011 and recorded in Document No. 2011036442 of the Official Public Records, Williamson County, Texas (OPRWC), being the Northwest corner of said "Lot 4, Block 4", the Southwest corner of said "Road Easement", and marking the Southwest corner of herein described tract;

THENCE North 18°36'52" West, with the Easterly line of said "Fondren" tract and the Westerly line of said "Road Easement", a distance of **25.84 feet**, to a 1/2" Iron Rod with an orange plastic cap stamped "Bryan Tech Services" set marking the Northwest corner of herein described tract; For Reference, a 1/2" Iron Rod found at the Southwest corner of "Lot 11, Block 5" and the Northwest corner of said "Road Easement" bears North 18°36'52" West, 25.84 feet;

THENCE North 54°26'27" East, over and across said "Road Easement", a distance of **208.17 feet**, to a 1/2" Iron Rod with an orange plastic cap stamped "Bryan Tech Services" set in the West Right-of-Way of said Jason Drive and the East line of said "Road Easement" marking the Northeast corner of herein described tract;

THENCE South 18°51'04" East, with the said West line of Jason Drive and the East line of said "Road Easement", a distance of **45.82 feet**, to the **PLACE OF BEGINNING**, containing according to the dimensions herein stated, an area of **0.120 Acres (5,239 Square Feet)**.

Surveyor's Note:

- Attention is invited to accompanying plat for location of improvements, visible utilities, encroachments, and roadways.

Corey Joseph Hall Registered Professional Land Surveyor No. 6362

STATE OF TEXAS
REGISTERED
COREY JOSEPH HALL
6362
PROFESSIONAL
LAND SURVEYOR

STATE OF TEXAS
COUNTY OF WILLIAMSON

APRIL 8, 2014

PROPOSED ROAD ABANDONMENT OF 0.119 ACRES

These notes describe that certain "0.119 Acres" of land situated in the **GENE SEFCIK SUBDIVISION**, recorded in Cabinet "D", Slide 60 of the Plat Records, Williamson County, Texas; subject tract being all of a called "Road Easement" on the West side of Jason Drive of said subdivision; being surveyed on the ground under the direct supervision of Corey Joseph Hall, Registered Professional Land Surveyor No. 6362, on April 8, 2014; subject tract being more fully described as follows {Bearings described herein are based on the West Right-of-Way (50 feet wide) of Jason Drive per said plat};

COMMENCING at a 1/2" Iron Rod found in the West Right-of-Way of said Jason Drive at the Southeast corner of Lot 4, Block 4 of said subdivision; THENCE North 18°51'40" West with said West line of Jason Drive, the East line of said "Lot 4, Block 4", and the East line of said "Road Easement", a distance of 140.51 feet, to a 1/2" Iron Rod with an orange plastic cap stamped "Bryan Tech Services" set marking the **PLACE OF BEGINNING** and Southeast corner of herein described tract;

THENCE South 54°26'27" West, over and acrosss said "Road Easement", a distance of **208.17 feet**, to a 1/2" Iron Rod with an orange plastic cap stamped "Bryan Tech Services" set in the East line of a called "Fondren" tract conveyed in a Probate from the Estate of Gene N. Fondren, Deceased to Brenda Gay Fondren, Independent Administrator with will annexed of decedent's will, codicil and estate without bond set, dated 6-06-2011 and recorded in Document No. 2011036442 of the Official Public Records, Williamson County, Texas (OPRWC), and marking the Southwest corner of herein described tract;

THENCE North 18°36'52" West, with the Easterly line of said "Fondren" tract and the Westerly line of said "Road Easement", a distance of **25.84 feet**, to a 1/2" Iron Rod found at the Southwest corner of "Lot 11, Block 5" of said subdivision, being the Northwest corner of said "Road Easement", and marking the Northwest corner of herein described tract; For Reference, a 1/2" Iron Rod found at the Southwest corner of said "Road Easement" and the Northwest corner of said "Lot 4, Block 4" bears South 18°36'52" East, 25.84 feet;

THENCE North 54°26'27" East, with the Southerly line of said "Lot 11, Block 5" and the Northerly line of said "Road Easement", a distance of **197.12 feet** {197.05 feet}, to a 1/2" Iron Rod found at the Point of Curvature of a curve to the left, and marking a Southeasterly corner of herein described tract;

THENCE with a said curve to the left, with a central angle of 71°51'05", a radius of **15.00 feet**, a tangent of 10.87 feet, and an arc length of 18.81 feet, whose chord bears North 17°39'51" East, with a distance of 17.60 feet, to a 1/2" Iron Rod with an orange plastic cap stamped "Bryan Tech Services" set in the West Right-of-Way of said Jason Drive at the upper Southeast corner of said "Lot 11, Block 5", the Northeast corner of aforesaid "Road Easement", and marking the non-tangent Northeast corner of herein described tract;

THENCE South 18°51'04" East, with the said West line of Jason Drive and the East line of said "Road Easement", a distance of **36.80 feet**, to the **PLACE OF BEGINNING**, containing according to the dimensions herein stated, an area of **0.119 Acres (5,167 Square Feet)**.

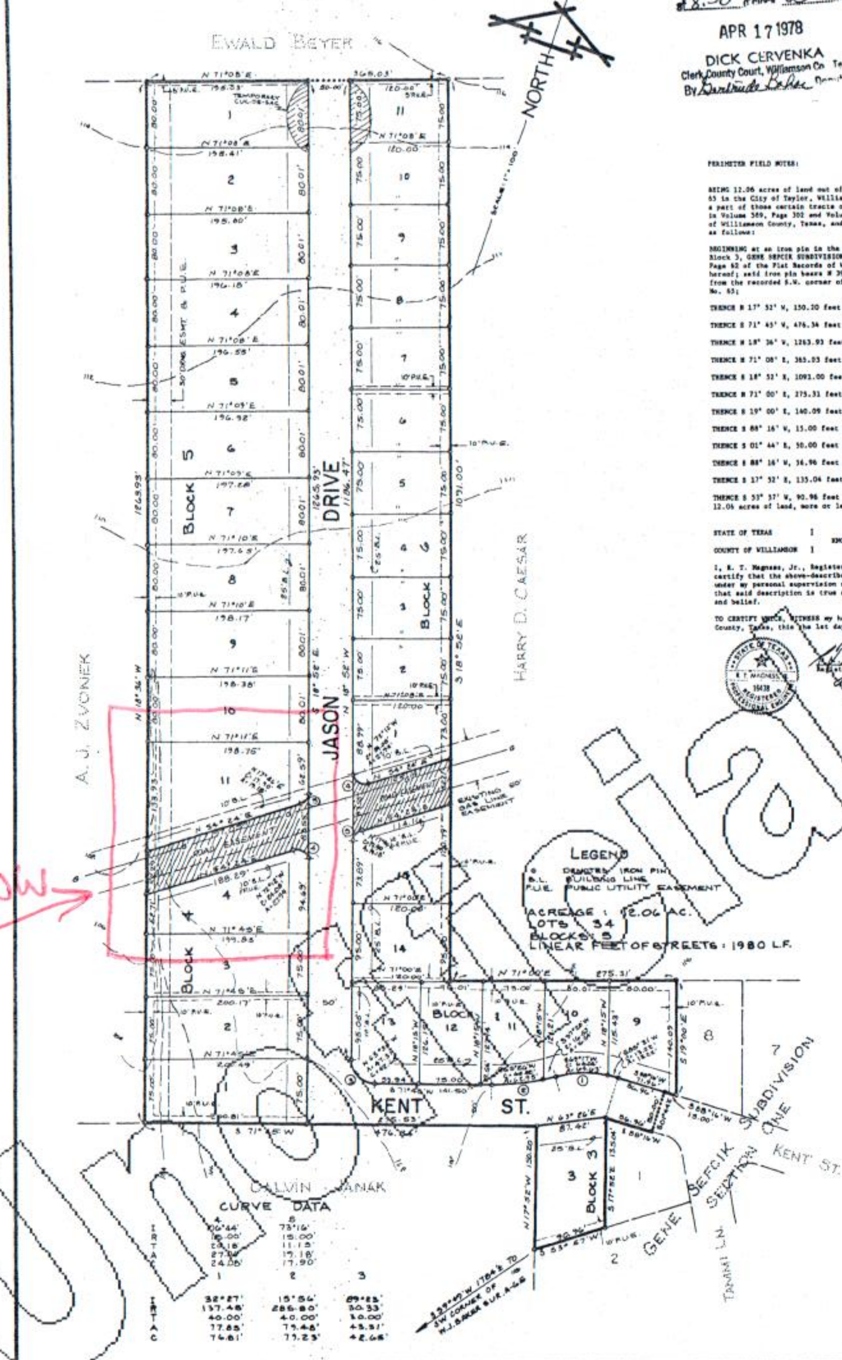
Surveyor's Note:

- Attention is invited to accompanying plat for location of improvements, visible utilities, encroachments, and roadways.

Corey Joseph Hall Registered Professional Land Surveyor No. 6362

STATE OF TEXAS
REGISTERED
COREY JOSEPH HALL
6362
PROFESSIONAL
LAND SURVEYOR

Plat Cabinet D Slide 60



FILED FOR RECORD
at 8:30 o'clock a M 7280
APR 17 1978
DICK CERVENKA
Clerk County Court, Williamson Co. Tex
By Gertrude Bohac Deputy

PERIMETER FIELD NOTES:

BEING 12.06 acres of land out of the W. J. Baker Survey, Abstract No. 65 in the City of Taylor, Williamson County, Texas, and also being a part of those certain tracts of land conveyed to Gene Sefcik by deed in Volume 589, Page 302 and Volume 594, Page 847 of the Deed Records of Williamson County, Texas, and being more particularly described as follows:

BEGINNING at an iron pin in the most northwesterly corner of Lot 2, Block 3, GENE SEFCIK SUBDIVISION, SECTION ONE, as recorded in Book 11, Page 62 of the Plat Records of Williamson County, Texas, for a corner hereof; said iron pin bears N 39° 49' E, 1784.00 feet, more or less, from the recorded S.W. corner of said W. J. Baker Survey, Abstract No. 65;

THENCE N 17° 52' W, 150.20 feet for a corner hereof;

THENCE S 71° 45' W, 476.34 feet for a corner hereof;

THENCE N 18° 36' W, 1263.93 feet for a corner hereof;

THENCE N 71° 08' E, 365.03 feet for a corner hereof;

THENCE S 18° 52' E, 1091.00 feet for a corner hereof;

THENCE N 71° 00' E, 275.31 feet for a corner hereof;

THENCE S 19° 00' E, 140.09 feet for a corner hereof;

THENCE S 88° 16' W, 15.00 feet for a corner hereof;

THENCE S 01° 44' E, 50.00 feet for a corner hereof;

THENCE S 88° 16' W, 36.96 feet for a corner hereof;

THENCE S 17° 52' E, 135.04 feet for a corner hereof;

THENCE S 53° 37' W, 90.96 feet to the place of BEGINNING and containing 12.06 acres of land, more or less.

STATE OF TEXAS]
KNOW ALL MEN BY THESE PRESENTS:
COUNTY OF WILLIAMSON]

I, R. T. Magness, Jr., Registered Professional Engineer, do hereby certify that the above-described tract of land was surveyed on the ground under my personal supervision during the month of February, 1978, and that said description is true and correct to the best of my knowledge and belief.

TO CERTIFY WHICH, WITNESS my hand and seal at Georgetown, Williamson County, Texas, this the 1st day of February, 1978, A.D.

R. T. Magness, Jr.
Registered Professional Engineer, No. 16438
State of Texas

STATE OF TEXAS]
KNOW ALL MEN BY THESE PRESENTS:
COUNTY OF WILLIAMSON]

That I, Gene Sefcik, Owner of that certain 12.06-acre tract of land out of the W. J. Baker Survey, Abstract No. 65 in the City of Taylor, Williamson County, Texas, described hereon, do hereby subdivide said 12.06-acre tract of land in accordance with this plat, to be known as GENE SEFCIK SUBDIVISION, SECTION TWO, and do hereby dedicate to the public the use of all streets, and easements shown hereon, said 12.06-acre tract of land being part of those certain tracts of land conveyed to me by deed as recorded in Volume 589, Page 302 and Volume 594, Page 847 of the Deed Records of Williamson County, Texas.

WITNESS MY HAND THIS THE 10th DAY OF April, 1978, A.D.

Gene Sefcik, Owner

STATE OF TEXAS]
KNOW ALL MEN BY THESE PRESENTS:
COUNTY OF WILLIAMSON]

Before me, the undersigned authority, on this day personally appeared GENE SEFCIK, known to me to be the person whose name is subscribed for the foregoing instrument and he acknowledged to me that he executed the same for the purposes and consideration therein expressed.

WITNESS MY HAND AND SEAL OF OFFICE THIS THE 10th DAY OF April, 1971, A.D.

Notary Public, Williamson County, Texas

I hereby certify that the above plat of GENE SEFCIK SUBDIVISION, SECTION TWO, was approved by the Planning Commission of the City of Taylor, Texas, on the 12 day of April, 1978, A.D., and the County Clerk of Williamson County, Texas is hereby authorized to record same.

James E. Barton
Chairman, Planning Commission
City of Taylor, Texas

Pat Werner
Secretary of the Planning Commission

STATE OF TEXAS]
KNOW ALL MEN BY THESE PRESENTS:
COUNTY OF WILLIAMSON]

I, Dick Cervenka, Clerk of the County Court of said County, do hereby certify that the foregoing instrument in writing, with its certificate of authentication was filed for record in my office on the 17th day of April, 1978, A.D., at 8:30 o'clock a.m., and duly recorded this the 17 day of April, 1978, A.D., at 10:30 o'clock AM, in the Plat Records of said County, in Cabinet D, Slide 60.

WITNESS my hand and seal at the County Court of said County, at my office in Georgetown, the date last above written.

By Gertrude Bohac
Deputy

DICK CERVENKA, CLERK
County Court, Williamson County, Texas

GENE SEFCIK SUBDIVISION
SECTION TWO
A 12.06 ACRE SUBDIVISION OUT OF THE
W. J. BAKER SURVEY A-65
TAYLOR, WILLIAMSON COUNTY, TEXAS

OWNER: GENE SEFCIK
1618 TAMMI LN.
TAYLOR, TEXAS

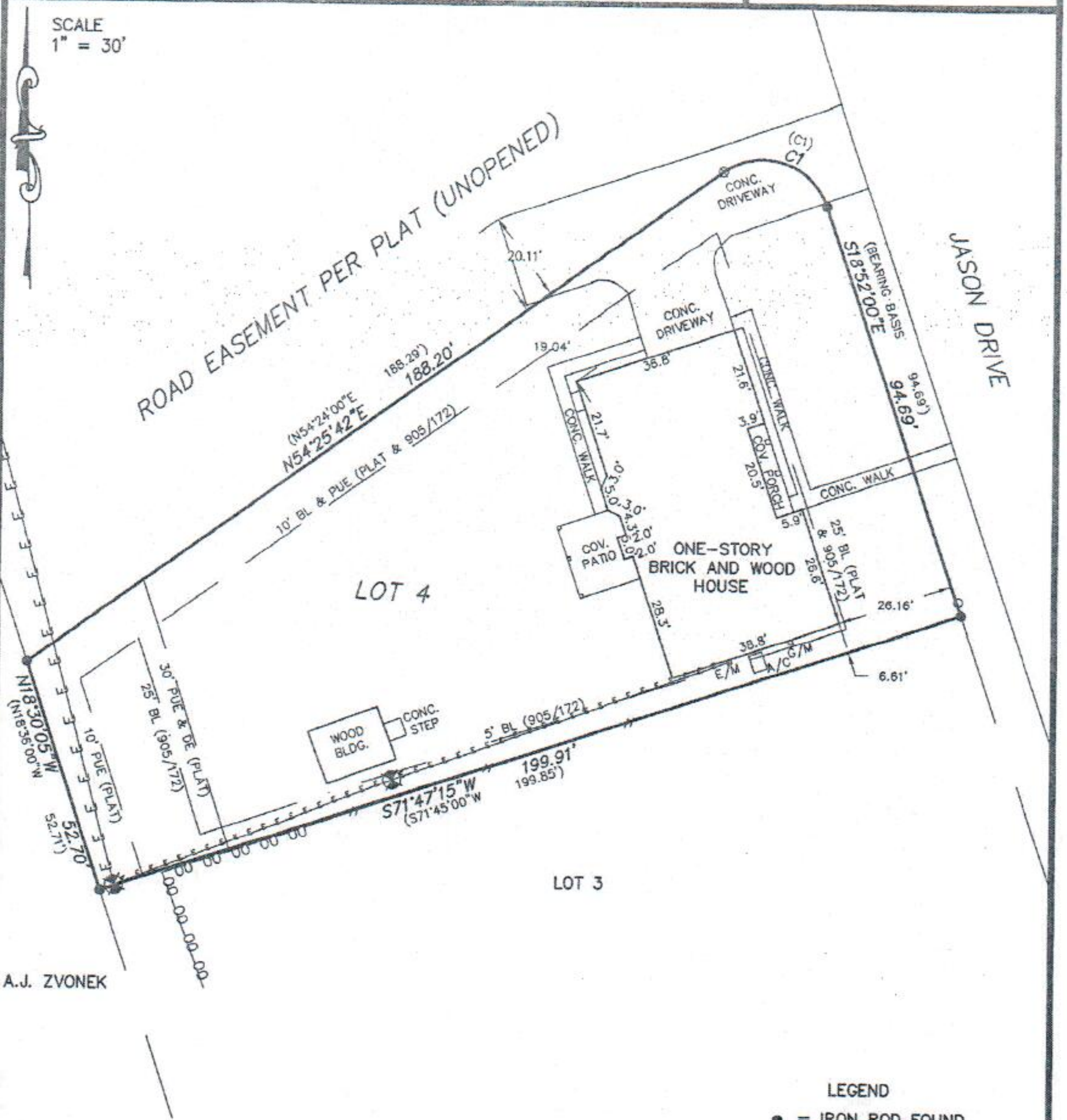
Steger & Bizzell, Inc. – Consulting Engineers
Georgetown, Texas

Rev. 3-31-78
DATE: 1-30-78

JOB NO. 504-1

GEORGE LUCAS TEL: 830-214-5109 FAX: 866-571-8323	SURVEY	2205 STONECREST PATH NEW BRAUNFELS, TEXAS 78130

SCALE
1" = 30'



LEGEND

- ● = IRON ROD FOUND
- ○ = IRON ROD SET
- ⊗ = "X" IN CONCRETE
- △ = CALC. PROP. COR.
- ( ) = RECORD PER PLAT
- —//— = WOOD FENCE
- —×— = WIRE FENCE
- —o— = CHAIN LINK FENCE
- PUE = PUBLIC UTILITY EASEMENT
- DE = DRAINAGE EASEMENT
- BL = BUILDING LINE
- G/M = GAS METER
- E/M = ELECTRIC METER
- —E— = OVERHEAD POWERLINE
- ⊕ = POWER POLE
- C— = GUY WIRE ANCHOR

RESTRICTIVE COVENANTS OF RECORD AS ITEMIZED HEREIN: CABINET D, SLIDE 60, PLAT RECORDS AND VOLUME 905, PAGE 172, DEED RECORDS, WILLIAMSON COUNTY, TEXAS
(DOES AFFECT THIS TRACT)

BLANKET EASEMENT AS RECORDED IN VOLUME 282, PAGE 505, DEED RECORDS, TRAVIS COUNTY, TEXAS.
(BLANKET EASEMENT--DOES AFFECT THIS TRACT)

CURVE TABLE

CURVE	LENGTH	RADIUS	CHORD	BEARING
C1	27.95	15.00	24.08	S72°09'45"E
(C1)	27.94	15.00	24.08	S72°12'00"E

ADDRESS: 2007 JASON DRIVE, TAYLOR, TEXAS

LEGAL DESCRIPTION: LOT 4, BLOCK 4, GENE SEFCIK SUBDIVISION, SECTION TWO, ACCORDING TO THE MAP OR PLAT THEREOF, RECORDED IN CABINET D, SLIDE 60, PLAT RECORDS, WILLIAMSON COUNTY, TEXAS.

CERTIFICATION

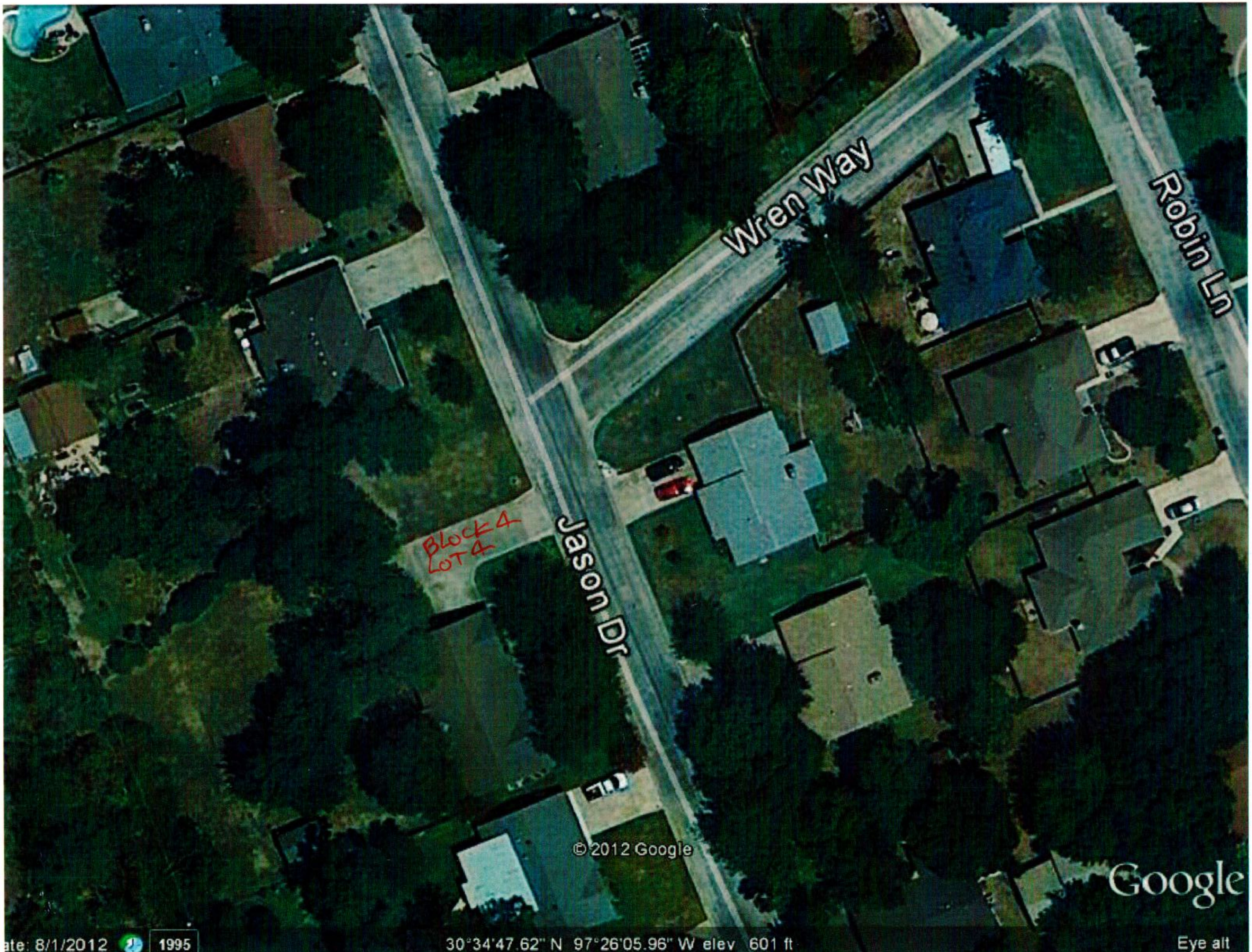
THE UNDERSIGNED DOES HEREBY CERTIFY TO THE PARTIES LISTED BELOW THAT THIS PLAT CORRECTLY REPRESENTS A SURVEY MADE UPON THE GROUND OF THE PROPERTY SHOWN HEREON, AND THAT THERE ARE NO ENCROACHMENTS OF VISIBLE IMPROVEMENTS, EXCEPT AS SHOWN HEREON, AND THAT THIS PROPERTY HAS ACCESS TO A PUBLIC ROADWAY, EXCEPT AS SHOWN HEREON.

STATE OF TEXAS REGISTERED GEORGE E. LUCAS 4160 PROFESSIONAL LAND SURVEYOR

BUYER: ROGER D SWONKE
TITLE CO: INDEPENDENCE TITLE COMPANY
G.F.#: 1227840-RRK **LENDER:** N/A

PLAN No.: 2012-578 **SURVEY DATE:** NOVEMBER 29, 2012

GEORGE E. LUCAS R.P.L.S. 4160


Wren Way
Robin Ln
BLOCK 4
LOT 4
Jason Dr
© 2012 Google
Google
ate: 8/1/2012
1995
30°34'47.62" N 97°26'05.96" W elev 601 ft
Eye alt

City Council Meeting
July 15, 2014
Agenda Item Transmittal

Agenda Item #: **5**

Agenda Title: Consider recommendation by the Taylor Tax Increment Finance (TIF) Advisory Board to hire Design Workshop, Inc. to create a Downtown Master Plan.

Council Action to be taken: Approve, deny, table

Initiating Department: **Planning and Development**

Staff Contact: **Bob van Til, Director**

1. INTRODUCTION/PURPOSE

Members of the Main Street Board/TIF Board contacted Design Workshop, Inc. and requested a scope of work to prepare a Downtown Master Plan for down town Taylor.

This item was tabled following the last regular Council meeting on June 26, 2014.

2. DESCRIPTION/ JUSTIFICATION

On May 22, 2014 staff provided an update to the Council regarding Heritage Square. During the discussion, Council mentioned the possibility of an urban planner to assist with additional planning efforts relating to the park.

Members of the Main Street Advisory Board approached a planning firm, Design Workshop, Inc. to assist with this project. The firm presented a proposal for planning efforts in the Downtown area.

A summary of the proposed planning process and outcomes includes:
1. Vision, goals, and critical success factors for the Plan,
2. Inventory of existing conditions,
3. Market assessment,
4. Identifying the values of the community that can be expressed in the design of the built environment,
5. New gateways/signage into the Downtown will be explored,
6. Heritage Square concept.

7. Strategies for improving streetscape transportation and parking in the Downtown that directly correlates to the future land use, parks and open spaces, and downtown gateways plan,
8. Vision and implementation key findings,

Previous Planning efforts affecting the Downtown area:

1. Nine Block Small Area Plan of Downtown (2010-2011) – Komatsu; includes plans for Heritage Square and the 1935 City Hall
2. The Retail Coach; Retail Gap Analysis (2012) – retail leakage
3. Buxton Report (2004-2006) – retail leakage
4. Comprehensive Plan (2004) – Wilbur Smith, Angelou Economics (Economic Development Component), and Carter and Burgess (parks and recreation component).

3. FINANCIAL/BUDGET

The cost for the basic services is $99,800, with a $10,000 payment due when the agreement is signed by the City. Additional services will be billed in addition to the basic services fee, if needed.

The current estimated balance in the TIF account is ~$608,000.

4. TIMELINE CONSIDERATIONS

Mr. Hile and a representative from Design Workshop, Mr. Spear, presented the proposal at the June 26th meeting. Council asked for more time to review the request.

5. RECOMMENDATION

On June 10, 2014 the TIF Advisory Board met and recommended that the City approve hiring Design Workshop, Inc. to prepare a Downtown Master Plan. This is a request for council approval for the $99,800 from the TIF funds to pay for the plan.

6. REFERENCE FILES

5a. Design Workshop proposal
5b. Presentation

PROJECT DESCRIPTION

Design Workshop is pleased to submit a proposal for the Downtown Master Plan of Taylor, Texas. This plan will provide a framework for growth while preserving historical character as redevelopment begins in the core of the city. It will be successful because we will begin with the end in mind. Our DW Legacy Design® quadruple bottom line approach includes economics, community, environment and aesthetics to ensure a comprehensive and sustainable product. We believe that the best solutions are those that come from engaging all interested stakeholders in an inclusive and transparent process. As our name implies, we also believe in the concept of collaborative design and engaging all stakeholders early and throughout every stage of the project. All of these elements combined give the foundation that the Taylor Downtown Master Plan will successfully integrate and balance financial and market considerations with the political aspects related to successful implementation. Design Workshop understands that the priority catalyst concepts that should come from this plan include Heritage Square, wayfinding and signage, parking and streetscape enhancements and development catalyst projects. It is important to understand that this scope of service will yield conceptual ideas and a supported foundation for next steps toward implementation. Full design and construction drawings for any proposed improvements are not part of this contract.

The project boundary for the Downtown Master Plan includes land between 1st Street on the south, 7th Street on the north, Washburn Street on the east, Vance Street on the west, an extension west on 2nd Street to Doak Street, and an extension south on Main Street to Rio Grande Street. See **Attachment A: Project Boundary**. Any change to this project boundary must be approved in advance by the City and Contractor and may require an amendment to the contract.

All deliverables will be in PDF format for the City to print unless noted otherwise.

1 PROJECT KICK-OFF

Task 1.1 – Strategic Kick-Off Meeting and Walking Tour

During a half-day Strategic Kick-Off meeting, the Design Workshop team will meet with City staff to finalize a schedule for the project as well as expectations for the effort. The kick-off meeting will also determine the vision, goals and critical success factors for the Downtown Master Plan. We will solidify the consultant team's project approach, scope of services, verify key deliverables, identify data needs and confirm which stakeholders should be engaged in the master planning process.

The project kick-off will conclude with a Walking Tour of the downtown area. This tour provides additional opportunities for members of the consultant team and representatives from City departments to further discuss goals for the project. The consultant team will document, with photographs, the current status and condition of the downtown. This photographic inventory shall be used during subsequent analysis tasks and incorporated into presentation graphics for community workshops and the master plan document.

Task 1.1 Deliverables

- Agenda for Strategic Kick-Off Meeting
- Strategic Kick-Off Meeting
- Walking Tour Photo library
- Meeting record

Task 1.2 – Project Management Plan

To enhance day-to-day performance assessment, and project progress, Design Workshop has established a standard Project Management Plan (PMP) that reinforces collaboration and knowledge sharing. Following the Strategic Kick-Off meeting, Design Workshop will deliver a refined PMP that is supported by the following documents:

- Client Vision and Critical Success Factors (CSFs)
- Work Plans and Tasks
- Roles and Responsibilities
- Communications Plan

- Risk Management Plan
- Quality Management Plan

The Design Workshop team will use the PMP to manage the project and ensure that a product of the highest caliber and quality is delivered on time and on budget. It is essential that the City and community stakeholders review and agree with the draft versions of the planning directions and concept master plan before the team moves into subsequent, more detailed tasks. We have successfully used the PMP in both small and large scale community planning projects to monitor project performance and ensure quality. A senior staff member of Design Workshop oversees each project from the beginning to review all deliverables, written documents, and technical information at key points before they are presented publicly.

Task 1.2 Deliverables

- Project Management Plan
- Ongoing coordination with team (email, phone, etc.)
- Participation in bi-weekly conference calls (as applicable)

Task 1.3 - Stakeholder Engagement Strategy

The Design Workshop team believes that an essential part of a successful planning effort is identifying and capturing a commonly held vision for the project that embraces the best thinking of the project leaders, stakeholders and community. Forty years of experience in leading public engagement processes has taught us that engaging the collective wisdom of a community to create a project vision will result in civic pride and ownership, and gain the valuable buy-in that contributes to a project's long-term success. However, it is understood that this outreach will be limited and build from the results of TEEX survey that has been provided to us by the City.

Design Workshop will work with City representatives to develop a Stakeholder Engagement Strategy (SES) for the master planning effort. Our team employs a variety of community engagement tools to achieve implementable plans and successful outcomes. These tools may include in-person stakeholder interviews, community workshops, keypad polling, focus group exercises, prioritization exercises, participatory budgeting games or online surveys. We also specialize in the creation of interactive, online websites (such as MindMixer) and surveys (such as SurveyMonkey or MetroQuest) that engage a broader audience and provide a convenient platform for stakeholders to participate in the visioning and master planning process at times that are convenient for them. The potential for using Design Workshop's online engagement technologies and services can be discussed at the Strategic Kick-Off as the client and consultant team narrow goals for the project and finalize an agreed upon scope of work.

The SES will ensure a high level of communication throughout the process by considering early the best methods of informing and involving the stakeholders about the planning process. By creating consensus, we will assure that the plan is well received thereby increasing the likelihood of smooth implementation. Most importantly, this SES will encourage participation in the project at all levels of the community and create and sustain a message platform that proactively communicates the vision, benefits, progress, and impact of the Taylor Downtown Master Plan to the City's constituents.

Task 1.3 Deliverables:

- Stakeholder Engagement Strategy (SES)

Task 1.4 – Project Book Standards

As the final project book for a master plan is the most important and lasting deliverable, Design Workshop implements Project Book Standards that ensure the process runs smoothly and that clients receive a desired, high-quality end product. An overall plan for the document will be discussed at the Strategic Kick-Off meeting. A sample of the Project Book Standards that Design Workshop may use for the Taylor Downtown Master Plan can be seen in **Attachment B: Project Book Standards**. Document is subject to change.

Task 1.4 Deliverables:

- Project Book Standards

2 EXISTING CONDITIONS ASSESSMENT

Task 2.1 - Site Analysis
The Design Workshop team will perform an existing conditions assessment, which will review the downtown area's development history, the local and regional demographic and economic trends, and the pertinent local and state plans. Our overall recommendations will provide conclusions for the City concerning recommended positioning as Taylor continues to experience growth in the near future. The consultant team will gather information and evaluate the following existing conditions:

- Land uses and zoning
- Primary roadway compositions (including bicycle/pedestrian/ networks)
- General pedestrian environment inventory (sidewalks, site furniture, landscaping amenities and materials)
- Traffic operational conditions during the peak periods based on previous area studies and field observation. Bottlenecks to vehicular operation will be identified and areas where improvements can be made will be defined. Opportunities for alternate travel modes (pedestrian and bicycles) will be evaluated for feasibility and general connectivity. Locations of key utilities and drainage infrastructure
- Wayfinding and signage inventory
- Viewsheds and character zones (key historic architecture and landmarks)
- Review of applicable plan documents and past initiatives including the Main Street Program, Downtown Master Plan of 2004, Downtown Small Area Master Plan 2011, or other documents provided by the client. It is assumed that applicable Geographic Information Systems (GIS) mapping data is available either through the City or Williamson County.

Task 2.1 Deliverables
- Summary of site analysis (8.5" x 11" size; color; up to five (5) pages in length)

Task 2.2 – Values Workshop
Building from the TEEX report, the Design Workshop team will formulate strategic implementation recommendations from a thorough understanding of what community members envision for the Downtown Master Plan. What does the community cherish and value most? How can their values be expressed in the design of the built environment? Citizens need to feel that their vision and ideas have been heard, and be able to see that these aspects have formed the resulting master plan. The master plan needs to have sufficient community buy-in so that leaders and decision makers feel confident that the public process will garner the political support required for implementation.

To achieve these goals, the Design Workshop team will conduct a one-day Values Workshop that includes opportunities for public participation in the form of targeted focus group discussions, keypad polling and a public open house at the conclusion of the workshop. We will conduct up to four (4) focus groups during the course of the Values Workshop. Potential stakeholder focus groups for the Taylor Downtown Master Plan may include:

- Elected officials and governmental representatives;
- Non-residential property owners;
- Residential property owners;
- Vacant landowners;
- Local non-profits;
- Commuter and mobility interests (such as TxDOT);
- Civic institutions (such as schools, colleges, hospitals or libraries);
- Economic development and real estate interests;
- Community- or faith-based organizations;
- Non-profit entities; or
- Others deemed important to the process.

The purpose of the workshop will be to bring the community and stakeholders together, inform them of the planning process and milestones for ongoing input, identify opportunities and constraints within the project area and to discuss their vision for land uses, open space, parking, and transportation alternatives for the area. The Design Workshop team will provide relevant existing conditions assessment information from the site analysis, review the project scope and schedule, and facilitate a dialogue about desires and concerns to achieve consensus on a vision. Design Workshop will not be responsible for invitations or advertising for the event or the event location.

Task 2.2 Deliverables

- Agenda for Values Workshop
- Values Workshop presentation materials
- Values Workshop meeting (up to four (4) focus groups and one (1) public open house)
- Summary of key findings from Values Workshop (8.5” x 11” size; color; up to three (3) pages in length)

3 NEEDS ASSESSMENT

Task 3.1 – Market Assessment

For whom is this plan being written? Is it designed to attract a particular buyer or investor to the area? The team must know who the future downtown resident, employer, or visitor is to ensure the plan addresses their needs adequately. Understanding the market potential will ensure the plan is realistic and implementable.

The Design Workshop team’s expertise in market assessments will inform the City and consultant team as to the market demand for development. We will use existing and secondary data sources to examine employment trends, population and household growth trends; household distribution by age, income, and type as well as retail expenditures. This will be critical to ensuring the Taylor Downtown Master Plan reflects the desires of this market and trends currently underway in the Central Texas region. Our market assessment will find out appropriate land use that can instigate economic development, identify potential catalyst project sites downtown, and inform recommendations regarding transportation linkages to and public/private investments in such catalyst sites.

Task 3.1 Deliverables

- Matrix of feasible real estate development potential, product types, and market positioning and absorption over current and future conditions for up to two (2) catalyst sites

Task 3.2 - Land Use and Development Patterns

The Design Workshop team will take the analysis information and public input and articulate a consensus- and community-based approach for the future land uses and development parcels in the area. The land use plan will be quantifiable in terms of master plan level square footage and will address the possible long term phasing, scale, type, character, and location of various land uses. The Design Workshop team will explore how the two (2) catalyst projects identified by the Market Assessment may be implemented through the Taylor Downtown Master Plan. The goal will be to ensure these catalyst sites trigger additional investment in the area that will benefit the community in the long-term and not be “one off” projects.

Task 3.2 Deliverable

- Future Land Use Diagram (8.5” x 11” size; color)
- Two catalyst project concept master plans including a master plan rendering for each concept (8.5”x11” size; color)

Task 3.3 – Parks and Open Spaces

Parks, recreation, and open space networks are essential to the success of the downtown. As more redevelopment occurs in the area, the demand for new parks and open spaces will grow. A plan for parks and open space will be developed in conjunction with the future land use recommendations. A concept park master plan for Heritage Square will be created that identifies initial hard programming and conceptual design.

Task 3.3 Deliverable

- Parks and Open Space Diagram (8.5” x 11” size; color)
- One concept master plan for Heritage Square (8.5”x11” size; color)

Task 3.4 – Downtown Gateways
The Design Workshop team will illustrate techniques for making downtown gateways more attractive and memorable to both local citizens and visitors to the region. Opportunities for new potential gateways into the downtown district will be explored and identified throughout the visioning process.

Task 3.4 Deliverable
- Downtown Gateways Diagram and Location Map (8.5” x 11” size; color)
- Up to two (2) elevations showing conceptual signage types for Taylor (8.5” x 11” size; color)

Task 3.5 – Transportation and Parking Management
Working with the information collected in previous tasks, input from the public and secondary data sources, we will develop a set of strategies for improving streetscape transportation and parking in the downtown that directly correlates to the future land use, parks and open spaces, and downtown gateways plan. Areas for increased parking (on street and off street) will be explored. In addition, proposed streetscape sections will be completed for primary streets.

Task 3.5 Deliverable
- Transportation and Parking Management Diagram (8.5” x 11” size; color)
- Up to two (2) street cross sections (8.5” x 11” size; color)

Task 3.6 - Vision and Implementation Workshop
Opportunities will exist during the master planning process to educate the public, stakeholders and City leaders on existing conditions within the downtown and to discuss how these conditions may change throughout the future. Tax increment financing (TIF) funds are in place to implement recommendations from this planning effort, therefore the result must include clear priorities and timelines for implementation. It is critical to identify economic justification for the plans by indicating the projected public tax benefits as well as Return on Investment for theoretical developers for key catalyst sites.

Design Workshop team will conduct a one-day Vision and Implementation Workshop that continues community participation in the planning process. Targeted focus group discussions featuring keypad polling and a public open house at the conclusion of the workshop will encourage stakeholders to provide feedback on analyses and concepts to date and explore implementation opportunities for achieving the vision. We will conduct up to four (4) focus groups during the course of the Vision and Implementation Workshop. During the final public open house of the workshop, Design Workshop will collect final community input on strengths and weaknesses of the downtown to create a single, preferred master plan for the future.

A key outcome of the Vision and Implementation Workshop is ensuring that the master plan addresses the key drivers of sustainability which we believe are community, economy, environment and art. Future generations will evaluate the success of the project not only in terms of the financial and economic benefits to the downtown area, but also in terms of the community amenities, aesthetic beauty, artistic quality, environmental stewardship and the preservation of invaluable natural resources. The identification of key metrics for implementation in each of these categories will ensure the master planning effort remains accountable to the goals and critical success factors established at the beginning of the project. Design Workshop will not be responsible for invitations or advertising for the event or the event location.

Task 3.6 Deliverables
- Agenda for Vision and Implementation Workshop
- Vision and Implementation Workshop presentation materials
- Vision and Implementation Workshop meeting (up to four (4) focus groups and one (1) public open house)
- Summary of key findings from Vision and Implementation Workshop (8.5” x 11” size; color; up to three (3) pages in length)

4 – MASTER PLAN DEVELOPMENT

Task 4.1 – Draft Master Plan Project Book

Utilizing information gathered from the existing conditions assessment, Values Workshop, needs assessment and Vision and Implementation Workshop, the Design Workshop team will draft a Master Plan Project Book that includes recommendations, policy direction, capital improvements and appropriate funding mechanisms to achieve desired outcomes for Taylor's downtown area.

Task 4.1 Deliverable

- Draft Master Plan Project Book (8.5" x 11" format; color; up to thirty (30) to fifty (50) pages in length)

Task 4.2 – Implementation Priorities Matrix

The draft Master Plan shall also include an implementation matrix that contains short-term and long-term action steps to ensure implementation of the Taylor Downtown Master Plan. The matrix shall refer to general roles and responsibilities and areas essential to the achievement of the visions expressed by the City, focus groups and community. The matrix shall indicate where activities across focus areas are linked and or related, as well as be organized into various categories such as land use, transportation, and policy recommendations. Both the project book and implementation matrix will be geared towards implementing entities to provide a clear understanding of the importance of the implementing the project and its associated benefits.

Task 4.2 Deliverable

- Implementation Priorities Matrix

Task 4.3 – Master Plan Review

We will transmit the draft Master Plan Project Book to City staff or designated representatives for review. City staff will review the project book and respond with any requests for revisions to the draft Master Plan within ten (10) business days of receipt of the document. Design Workshop provide a "Comment Log", based on all comments received, that confirms the completion status of all revisions requested.

Task 4.3 Deliverable

- Comment Log

5 – MASTER PLAN APPROVAL

Task 5.1 – Plan Approval

After completing the revisions recommended by City staff, we will present the revised and final Master Plan for approval in the form of a digital public presentation at a public meeting. The presentation shall provide a comprehensive overview of the Master Plan and its recommendations. Design Workshop will provide the City with an agenda for the final presentation along with a copy of the digital presentation at least seven (7) days in advance of the scheduled public meeting. The entire consultant team shall be present at the public meeting where the Master Plan is to be presented to answer any questions regarding the project.

Task 5.1 Deliverables:

- Agenda for plan approval meeting
- Digital presentation for plan approval meeting
- Final Master Plan Project Book (8.5" x 11" format; color; up to thirty (30) to fifty (50) pages in length)

III PROJECT TEAM

Design Workshop typically organizes projects in a team format with key responsibilities divided between the Principal-in-Charge and Project Manager. The key team members for your project are listed below:

Principal-in-Charge – Steven Spears

Steven will serve as Principal-in-Charge of the Taylor Downtown Master Plan project and will have primary responsibility for the overall content and quality of the services performed by Design Workshop.

Project Manager – Alex Ramirez

Alex will serve as the Project Manager for the Taylor Downtown Master Plan project and will also be responsible for leading the planning and design efforts associated with the work. His responsibilities will include the coordination of Design Workshop's in-house design team as well as regular communication and coordination with all members of the consultant team.

IV SCHEDULE

Design Workshop is prepared to begin services immediately upon receipt of a retainer and a signed copy of this proposal from an authorized owner's representative. We anticipate a 8-10 week project duration.

V FEES AND EXPENSES

1. Basic Services

Compensation to Design Workshop for the services described herein and in accordance with the conditions of this agreement shall be for a lump sum fee of $99,800.

This scope is appropriate to begin the highly anticipated downtown plan and improvements; however, our recommendation is to begin the following projects shortly after to build on the energy and market conditions in Taylor.

1. Wayfinding and Signage Plan – Design and Implementation
2. Heritage Square Park – Design and Implementation
3. Various Streetscape and Roadway Improvements to increase connectivity, safety, character and identity.
4. Environmental restoration and education efforts such as low impact design, restoration/rehabilitation of degraded landscapes

2. Retainer

Compensation in accordance with Design Workshop's policy, a retainer of $10,000 is payable upon acceptance of this proposal. The retainer will be applied to our final billing. All invoices must be paid prior to release of the final documents.

3. Additional Services

Compensation Services in addition to those described above are to be compensated on a Time and Materials basis per Design Workshop's current published rate schedule (attached). Additional services will include (but are not limited to) redesign of previously approved work, major revisions to program and/or expansion of scope of services. Whenever practical, changes, additions, or modifications to the scope of services shall be authorized by written change request; however, the absence of such a written change order shall not act as a bar to payment of fees due Design Workshop, provided the change was in fact approved and ordered by the Client.

VI PAYMENT TERMS

1. This is a lump sum contract and will be billed monthly as a percentage completed.

2. Invoices will be mailed from Design Workshop's office by the 10th of each month. Invoices are payable within 30 days of the date of billing. Invoicing shall be specific to each major task and will describe the completed portion of the services.
3. Extensive itemized breakdowns of hourly activities or provision of detailed backup for reimbursed expenses for accounting purposes are not a normal procedure; however, at the Client's request, Design Workshop will provide this service at an hourly rate of $65 (sixty-five dollars) per hour.

VII ACCEPTANCE

1. This Agreement is entered into between Design Workshop, Inc. and City of Taylor or reputed owner of the property to be benefited by Design Workshop's services.

2. If this contract meets with your approval, please sign below and return one (1) copy for our file.

3. If this agreement is not accepted within two (2) months from the date of receipt, the offer to perform the described services may be withdrawn and Design Workshop may renegotiate this proposal.

4. The Client agrees that they have read and understood the Contract Provisions attached hereto and incorporated herein by reference.

DESIGN WORKSHOP, INC.

By: ______________________ Date: 6/19/14

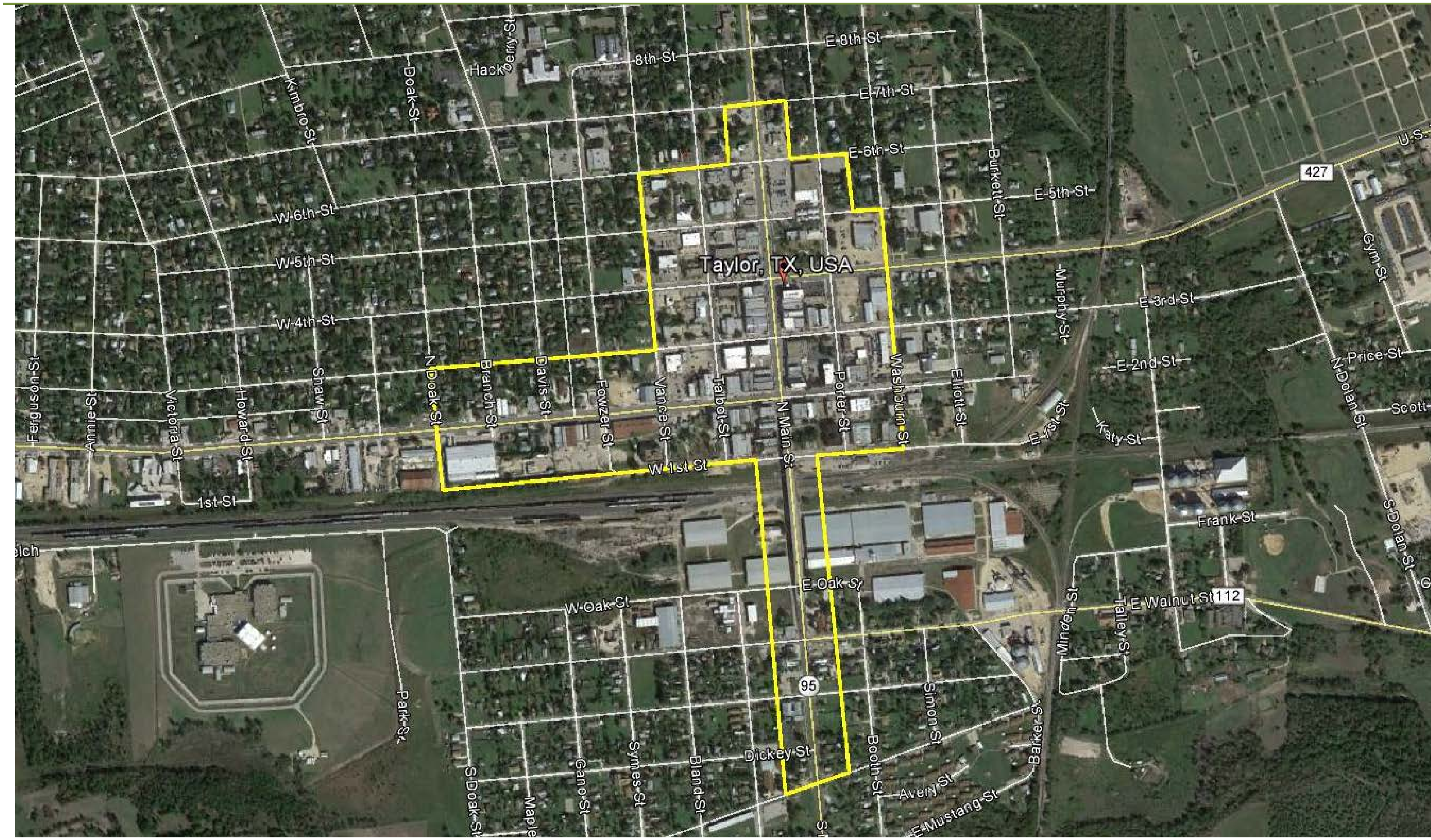
Title: Principal

APPROVED BY CLIENT:

By: ______________________ Date: ______________________

Title: ______________________

Attachment A: Project Boundary for Taylor Downtown Master Plan



Attachment B: Document Standards for Taylor Downtown Master Plan

Document Standards for the Taylor Downtown Master Plan will be reviewed and approved during Strategic Kick-Off. Revisions to these Standards may at the discretion of DW require an amendment to the contract.

Document Content		
Table of Contents	**1) Project Background** a) Development history b) Demographic trends c) Economic trends d) Review of applicable plan documents and past initiatives including the Main Street Program, Downtown Master Plan of 2004, Downtown Small Area Master Plan 2011, or other documents provided by the client **2) Existing Conditions** a) Site Analysis i) Land uses and zoning ii) Roadways iii) Pedestrian environment iv) Barriers and opportunities by travel mode v) Utilities and drainage infrastructure vi) Wayfinding and signage vii) Viewsheds and character zones **3) Vision for Downtown** a) Community Engagement i) Overview of Outreach b) Values Workshop c) Vision and Implementation Workshop **4) Recommendations** a) Needs Assessment i) Market Assessment ii) Land Use and Development Patterns iii) Parks and Open Spaces iv) Downtown Gateways v) Transportation and Parking Management vi) Infrastructure and Utilities b) Preferred Master Plan Alternative c) Implementation Matrix	**ACKNOWLEDGED BY CLIENT:** Initials: ______________ Date: ________________

<table>
<tr><td colspan="3">File Management</td></tr>
<tr><td>Layout</td><td>8.5x11, color, portrait orientation
Up to 30-50 pages in length
Plastic spiral coil bound
Full bleed front and rear covers
Up to 1 inch margined interior pages</td><td rowspan="2">ACKNOWLEDGED BY CLIENT:

Initials: ____________

Date: ____________</td></tr>
<tr><td>Software</td><td>Visual Renderings: Adobe Creative Suite 6
Master Plan Document: Adobe Creative Suite 6
Presentations, Memos and Meeting Records: Microsoft Office
Existing Conditions Analysis: ESRI ArcGIS</td></tr>
<tr><td colspan="3">Content Creation</td></tr>
<tr><td>Narrative Text</td><td>Project Goals and Critical Success Factors
Stakeholder Engagement Strategy
Site Analysis summary (ten (10) pages in length)
Values Workshop summary (ten (10) pages in length)
Vision and Implementation Workshop summary (ten (10) pages)
Market Assessment Matrix (up to three (3) catalyst sites)
Final Master Plan Document (not to exceed 30-50 pages)</td><td rowspan="2">ACKNOWLEDGED BY CLIENT:

Initials: ____________

Date: ____________</td></tr>
<tr><td>Visuals</td><td>Walking Tour Photography
Regional Overview Exhibit (1)
Project Boundary Exhibit (1)
Existing Conditions Charts/Graphs/Exhibits (up to 5)
Needs Assessment Diagrams (up to 5)
Vision Workshop Presentation (1)
Values and Implementation Workshop Presentation (1)
Refined Digital Master Plan (1)
Final Document Presentation (1)</td></tr>
<tr><td colspan="3">Draft Production</td></tr>
<tr><td>Review and editing cycles</td><td>One (1) client review/editing cycles
Ten (10) days after receipt of draft to request revisions
DW to provide Comment Log
Client responsible for compiling City comments
DW responsible for compiling public comments</td><td rowspan="2">ACKNOWLEDGED BY CLIENT:

Initials: ____________

Date: ____________</td></tr>
<tr><td>Printing and Delivery</td><td>Draft document: PDF format
Final document: PDF format</td></tr>
<tr><td colspan="3">Community Engagement</td></tr>
<tr><td>Website</td><td>DW creation of one (1) MindMixer project website
Client to provide desired logo, color or typography content
DW to provide content for up to ten (10) MindMixer updates</td><td rowspan="2">ACKNOWLEDGED BY CLIENT:

Initials: ____________

Date: ____________</td></tr>
<tr><td>Meetings</td><td>DW may prepare graphics for advertisements secured by Client
DW secures and negotiates location of public meetings</td></tr>
</table>

Attachment A

Contract Provisions

1. All fees, commissions, and expenses billed shall be due within thirty (30) days of the date of billing. Interest on unpaid or late bills shall accrue at 1 3/4 percent interest per month (21.0% A.P.R.). In the event of non-payment, such unpaid amounts shall constitute and become a lien upon the property for which professional services are being performed or completed. Design Workshop may, at its discretion, assert its right to file and foreclose upon such lien, in addition to pursuing any other remedies permitted by law. Client agrees that all statements not objected to in writing within thirty (30) days of receipt are agreed to be final and binding upon the parties as to the amounts due, the adequacy of Design Workshop's performance, and the value of the services provided to Client.

2. When any invoice is outstanding and unpaid thirty (30) days after the date of billing, Design Workshop may, at its discretion, stop work on the project. In addition, when any invoice is outstanding and unpaid ninety (90) days after the date of billing, Design Workshop may withdraw from any governmental agency review process any applications, drawings, submittals or other project documents reflecting Design Workshop's services. No notice of Design Workshop's intent to stop work or to withdraw from any governmental review process shall be required. Client forever releases, discharges and holds Design Workshop harmless from any and all liability arising out of Design Workshop's withdrawal of any applications, drawings, submittals or other project documents. Client shall fully indemnify, defend, and hold harmless Design Workshop against any and all claims for liability asserted by any project participant for any action taken by Design Workshop under this paragraph.

3. If the project is suspended or abandoned, in whole or in part, for a period of ninety (90) days or more, or upon instruction by Client to Design Workshop to suspend activity on the project, Design Workshop shall be compensated for all services performed together with all reimbursable expenses due and the Agreement shall be deemed terminated. If the project is resumed after such suspension, the Agreement between Client and Design Workshop shall be renegotiated prior to resumption of services by Design Workshop. Such renegotiation shall include a fee for remobilization costs incurred by Design Workshop. In the event that this Agreement is terminated due to the suspension or abandonment of the project, Client shall make full payment to DW for all compensation due hereunder within 30 days of receipt of a final invoice from DW. For purposes of this Agreement, the term "suspension" or "abandonment" shall mean substantial discontinuance of labor, services, and expenses for a ninety (90) day period or written instruction by Client to suspend substantially all project activities.

4. Design Workshop reserves the right to raise hourly rates at its own discretion during the course of this project. Any such increases, however, will not result in an increase in the total fees identified in this proposal unless specific services are being provided on a time and materials basis.

5. Drawings and specifications, including those in electronic form, prepared by Design Workshop are the Instruments of Service for use solely with respect to this project. Design Workshop shall be deemed the author and owner of their Instruments of Service and shall retain all common law, statutory, and other rights, including copyrights.

   Design Workshop grants the Client a nonexclusive license to reproduce Design Workshop's Instruments of Service solely for the purposes of constructing, using and maintaining this project, provided that Client shall comply with all obligations, including prompt payment of all sums when due, under this Agreement. The Client shall be permitted to retain copies, including reproducible copies of drawings and specifications for information and reference in connection with the Client's use and occupancy of the project. The Client shall be permitted to authorize its contractors, subcontractors and material suppliers to reproduce applicable portions of the Instruments of Service appropriate to and for use in the execution of this project. The drawings and specifications shall not be used by the Client on another project , except by agreement in writing between Design Workshop and Client.

   Any unauthorized use of the Instruments of Service without Design Workshop's consent shall be at the Client's sole risk and without liability to Design Workshop. The Client shall indemnify and hold harmless Design Workshop, and Design Workshop's subconsultants from and against claims, damages, losses and expenses, including, but not limited to payment of attorney's fees, arising out of unauthorized use of the Instruments of Service that are part of this project.

   Design Workshop shall not be responsible or liable for any direct, actual or consequential damages which occur as the result of its inability to produce the Instruments of Service by reason of the casualty, destruction or loss of documents that occurs through no fault of Design Workshop.

6. Should the project be published in a book, magazine, newspaper, or publication for public circulation, or if a job sign is erected, Design Workshop should be listed as the planner/landscape architect. In addition, this Agreement represents non-exclusive approval by the Client for publication and award submissions of the project by Design Workshop.

(Turn Page)

7. The parties agree not to solicit for employment any employee of the other with whom the parties have had contact as a result of this Agreement, while the candidate is employed by the other party, and for twelve (12) months following termination of such employment, unless specifically agreed to in writing.

8. In the event of a default of any provision of this Agreement, after ten (10) days notice to cure is delivered, this Agreement may be deemed terminated by the non-defaulting party. For purpose hereof, any failure to pay sums due in accordance with Paragraph 1 shall be deemed default. Either party may terminate this Agreement for convenience and without cause upon thirty (30) days written notice by either party. If Client terminates this Agreement for convenience, DW shall be compensated for Services performed prior to termination, together with reimbursable expenses then due.

9. Design Workshop and Client waive consequential damages for claims, disputes or other matters in question arising out of or relating to the Agreement. This mutual waiver is applicable, without limitation, to all consequential damages due to either party's termination in accordance with Paragraph 8.

10. All notices and other communications that are required or permitted to be given to the parties under this Agreement shall be sufficient in all respects if given in writing and delivered in person, by electronic mail, by telecopy, by overnight courier, or by certified mail, postage prepaid, return receipt requested, to the receiving party at the following address:

If to DW:

Design Workshop, Inc.
800 BRAZOS ST, SUITE 490
AUSTIN, TX 78749

Attention: STEVEN SPEARS
Telephone: 512.499.0222
Facsimile: 512.499.0228

If to Client

Attention:
Telephone:
Facsimile:

or to such other address as such party may have given to the other by notice pursuant to this Section. Notice shall be deemed given on the date of delivery, in the case of personal delivery, electronic mail, or telecopy, or on the delivery or refusal date, as specified on the return receipt in the case of certified mail or on the tracking report in the case of overnight courier.

11. If any provision of this Agreement is for any reason held invalid or unenforceable, such provision shall be deemed separate and shall not affect the validity of the remaining portions herein.

12. This Agreement shall be binding upon the parties, their partners, successors, assigns, and legal representatives. Client shall not assign this Agreement without the consent of DW.

13. This Agreement may be amended or modified only by written instrument executed by both parties.

13. This Agreement (together with the attached Exhibits, which are incorporated herein by this reference) constitutes the entire agreement between the parties and supersedes prior understandings, written or oral. No waiver under this Agreement shall be valid unless it is given in writing and duly executed by the party to be charged therewith.

14. This Agreement shall be governed by the Laws of the State of TEXAS ~~Colorado~~. The parties agree that venue for any dispute between them arising out of or relating to this Agreement shall be in ~~the City and County of Denver, State of Colorado~~. WILLIAMSON COUNTY, TEXAS. SS

15. In construing this Agreement, (i) the singular includes the plural and vice versa, (ii) reference to any document means such document as amended from time to time, (iii) "include" or "including" means including without limiting the generality of any description preceding such term, (iv) the word "or" is not exclusive, and (v) references to this Agreement or Sections or paragraphs of this Agreement refer to this entire Agreement including all exhibits, schedules, and Addendum attached hereto, as the same may be amended from time to time.

Other conditions

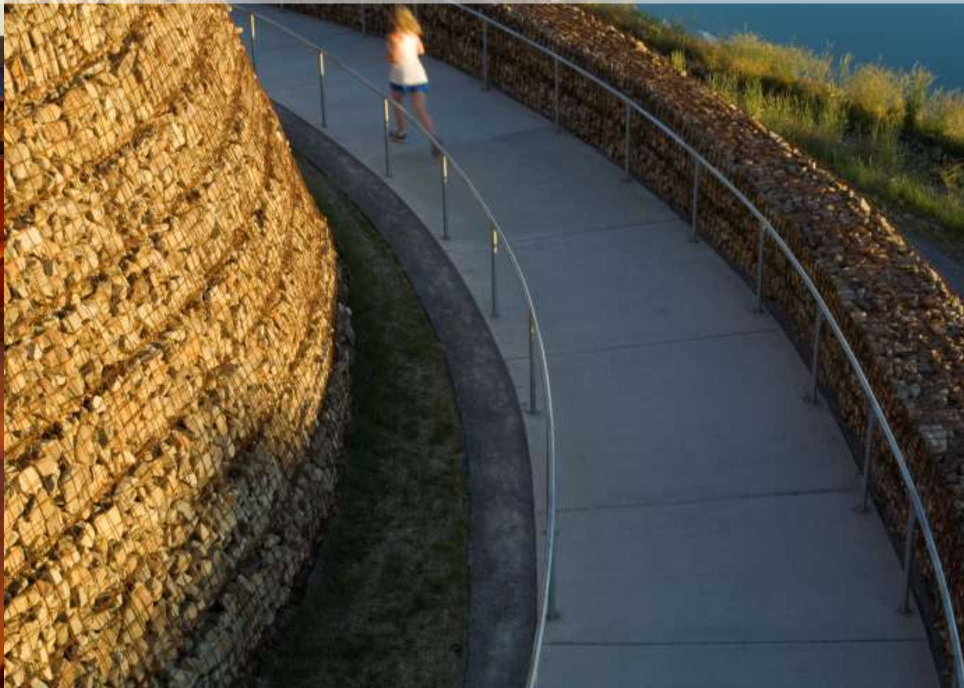
(Insert additions and modifications to the Standard Contract Provisions.)

DESIGN WORKSHOP, INC.
PUBLISHED BILLING RATES
2014

EMPLOYEE CLASSIFICATION	HOURLY BILLING RATES
PRINCIPAL	**$175 to $400**
ASSOCIATE / LANDSCAPE ARCHITECT	**$80 to $175**
INTERN	**$65**
PROJECT ASSISTANT	**$80 to $100**

Note: Other Project Specialists will be billed at their applicable billing rates not to exceed $175

DESIGNWORKSHOP Asheville . Aspen . Austin . Chicago . China . Denver . Dubai .Houston . Los Angeles . Taho



O V E R V I E W :

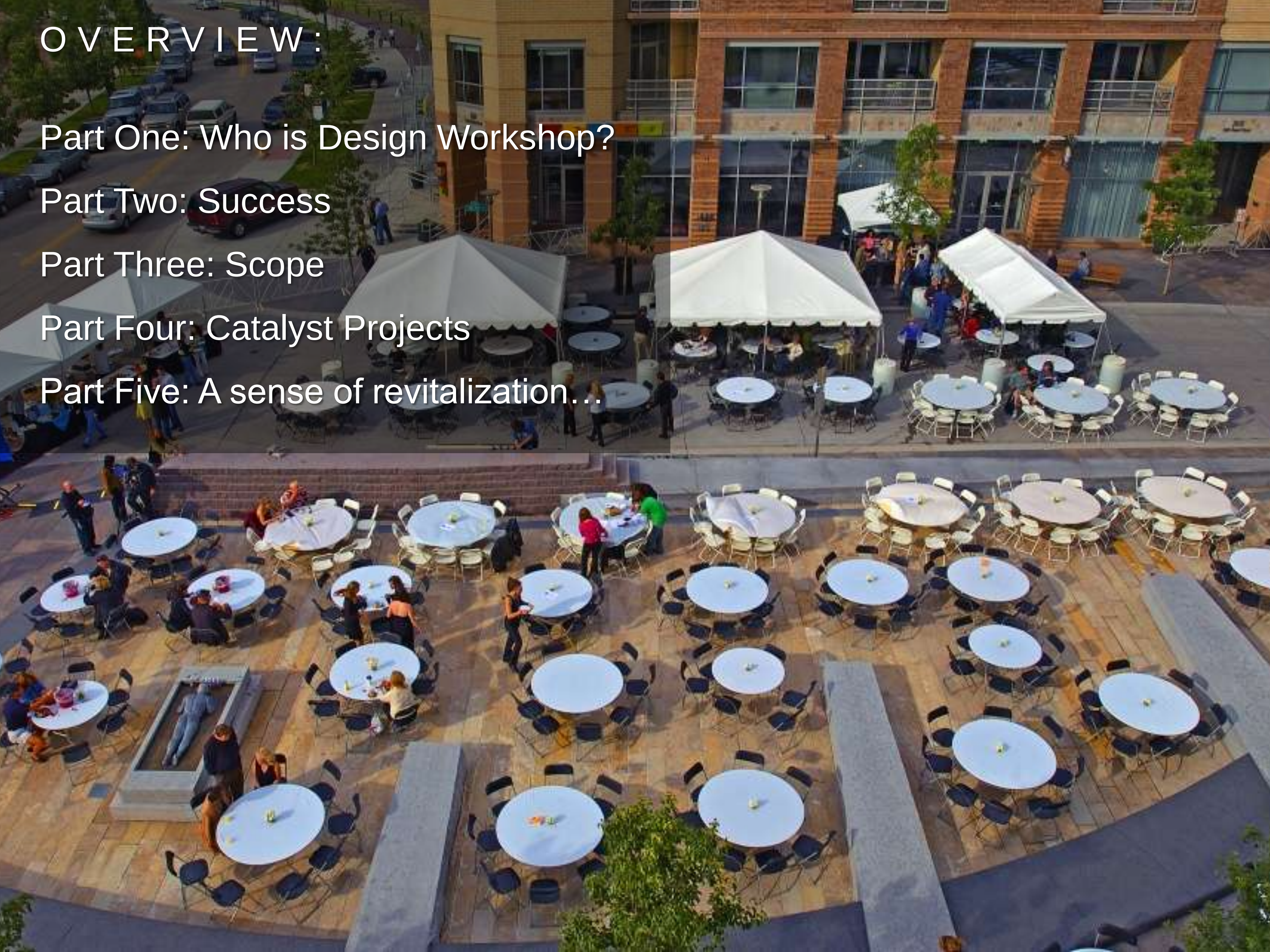
Part One: Who is Design Workshop?

Part Two: Success

Part Three: Scope

Part Four: Catalyst Projects

Part Five: A sense of revitalization…



Part One: Who is Design Workshop?

- 45 year old company
- Landscape architecture, urban design and planning, environmental graphics and development services
- Eight offices in the US
- Two international offices
- 2008 American Society of Landscape Architects National Firm of the Year
- Recipient of hundreds of state and national awards from ULI, APA, ASLA, APWA, ACEC, CNU
- National leader in performance based design
- Focused on community advanced design

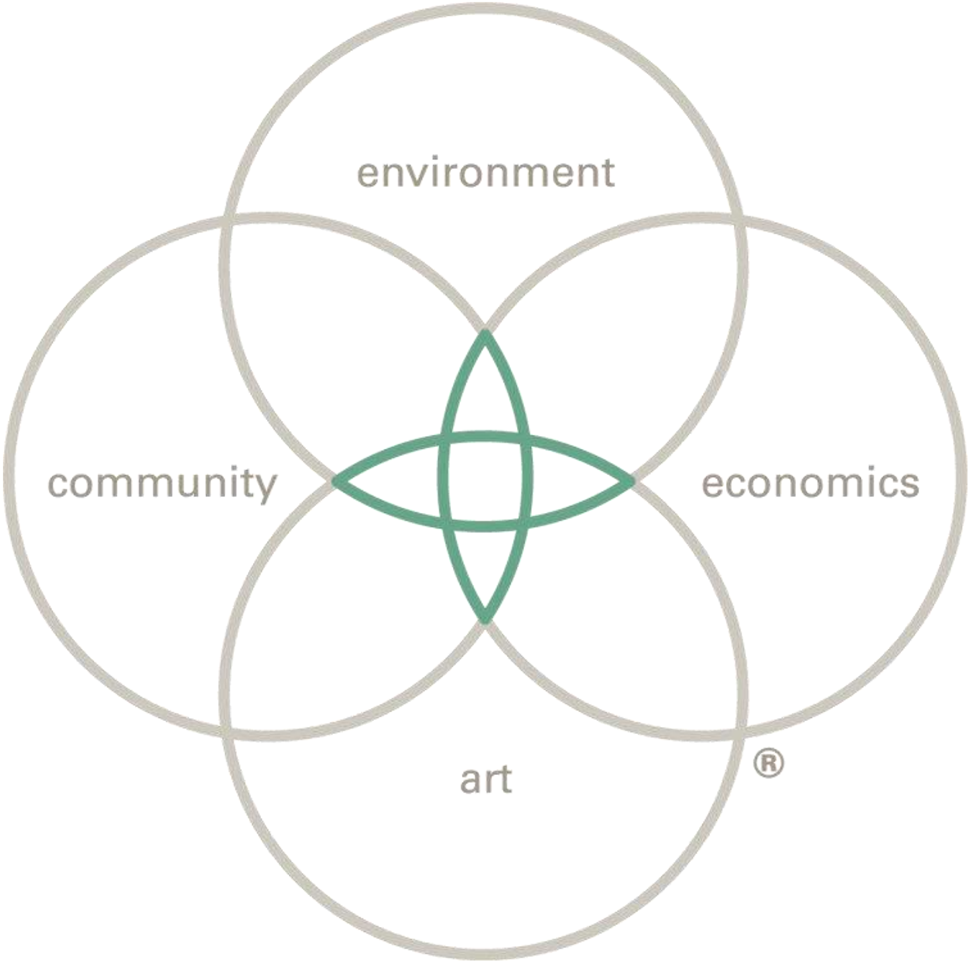
LEGACY DESIGN

Comprehensive Thinking

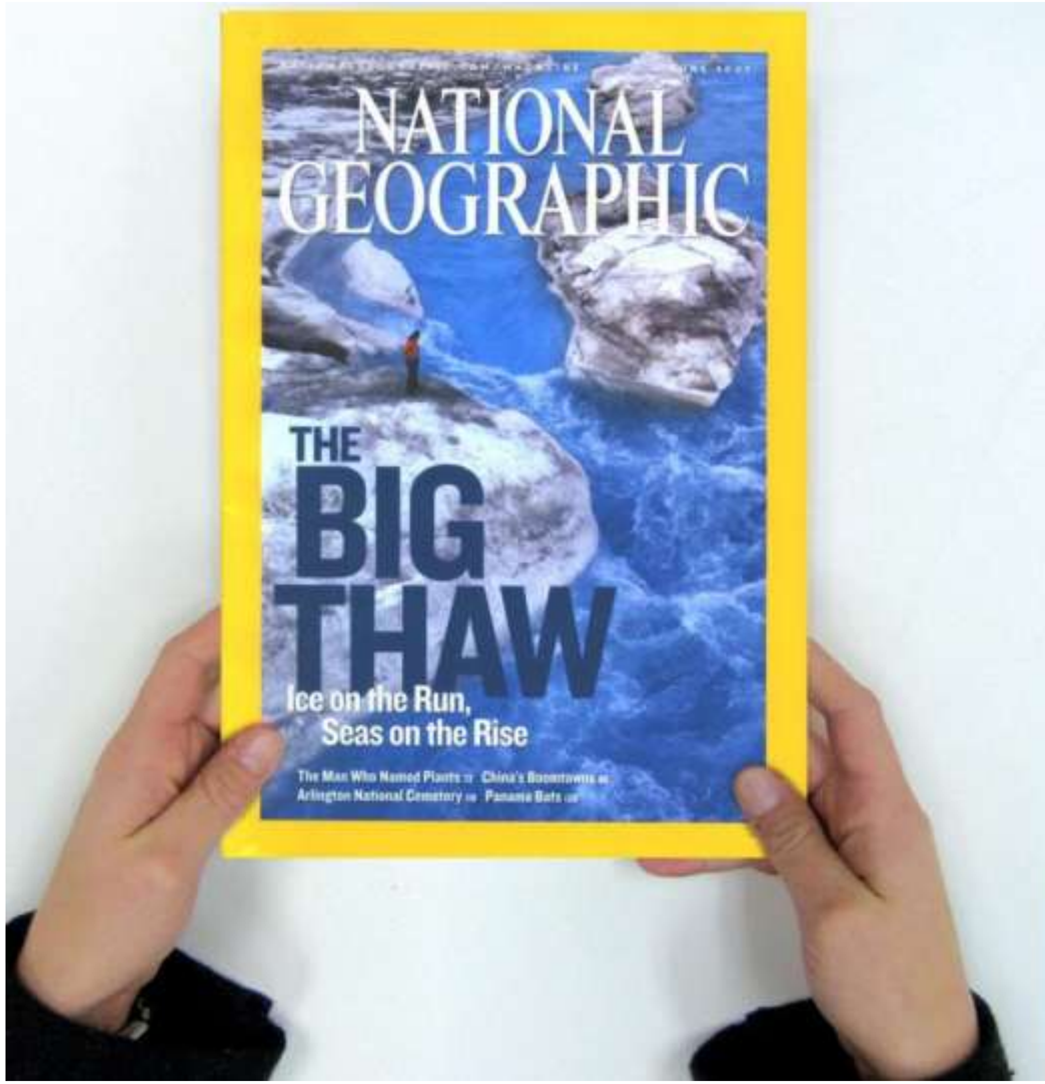
Collaborative Spirit

Transparent Decision Making

Performance-Based Design



Environment: Then



Environment: Now

Community: Then

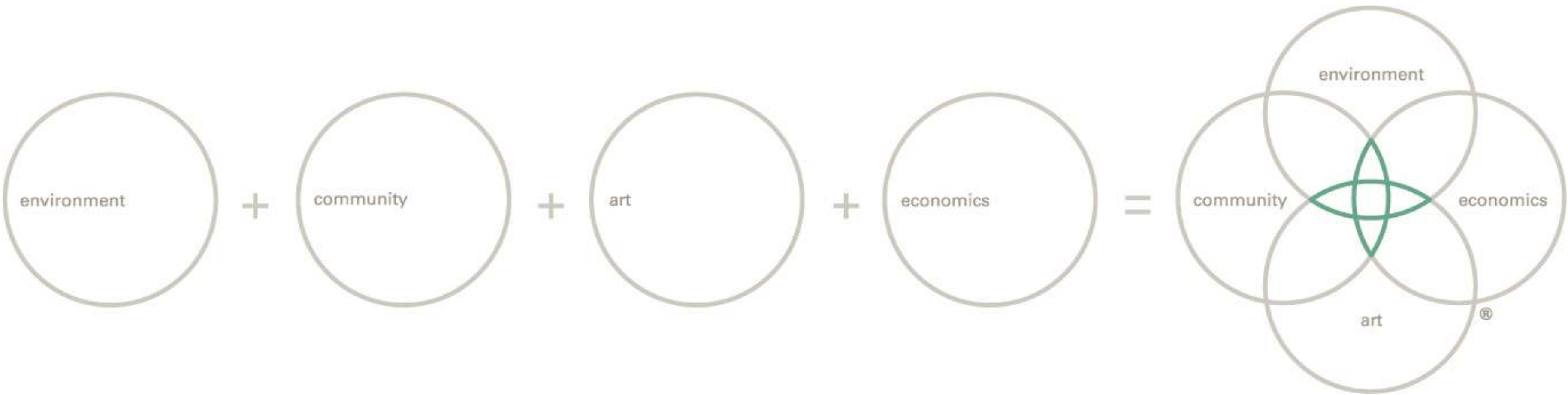
Community: Now

Economics: Then

Economics: Now

Art: Then

Art: Now



Environment, Community, Art, Economics:
“Why not synthesize all four?”


Cem


Cem

Legacy Design
Yields a Critical Practice

DESIGNWORKSHOP
DW LEGACY DESIGN® METRICS

Project:

Environment

SUSTAINABLE PLANNING
- Site Selection
- Ecosystem Protection
- Brownfields
- Regional Water Management Systems
- Development Density
- Regional Resource Impacts
- Open Space and Conservation Lands
- Other

SITE DESIGN
- Program Placement
- Planting Design
- Heat Island Effect
- Noise Pollution Reduction
- Light Pollution Reduction
- Other

TRANSPORTATION
- Framework and Infrastructure
- Motorized Alternatives
- Non Motorized Alternatives
- Incentives and Programs
- Other

WATER MANAGEMENT
- Stormwater Management Technologies – Quality
- Stormwater Management Technologies – Quantity
- Erosion and Sedimentation Control
- Water Use Reduction
- Innovative Wastewater Technologies
- Other

ENERGY AND ATMOSPHERE
- Energy Budget
- Renewable Energy
- Air Quality
- Carbon Budget
- Other

MATERIAL RESOURCES
- Green Building
- Resource Preservation and Reuse
- Landscape Materials
- Waste Management
- Other

OPERATIONS
- User Education
- Site Maintenance
- Other

Measurement Tools


Toward Legacy

Part Two: Success

our approach | the four ingredients

	Phase I: Kickoff, Data Collection, Comprehensive Assessment	**Phase II:** Community-based Design Charrette and Initial Plan	**Phase III:** Refinement and Implementation Strategy	**Implementation**
Market				
Finance				
Design				
Community				

others' approach | failure

	Phase I: Kickoff, Data Collection, Comprehensive Assessment	**Phase II:** Community-based Design Charrette and Initial Plan	**Phase III:** Refinement and Implementation Strategy	**Implementation**
Market				
Finance				
Design				
Community				

our approach | success

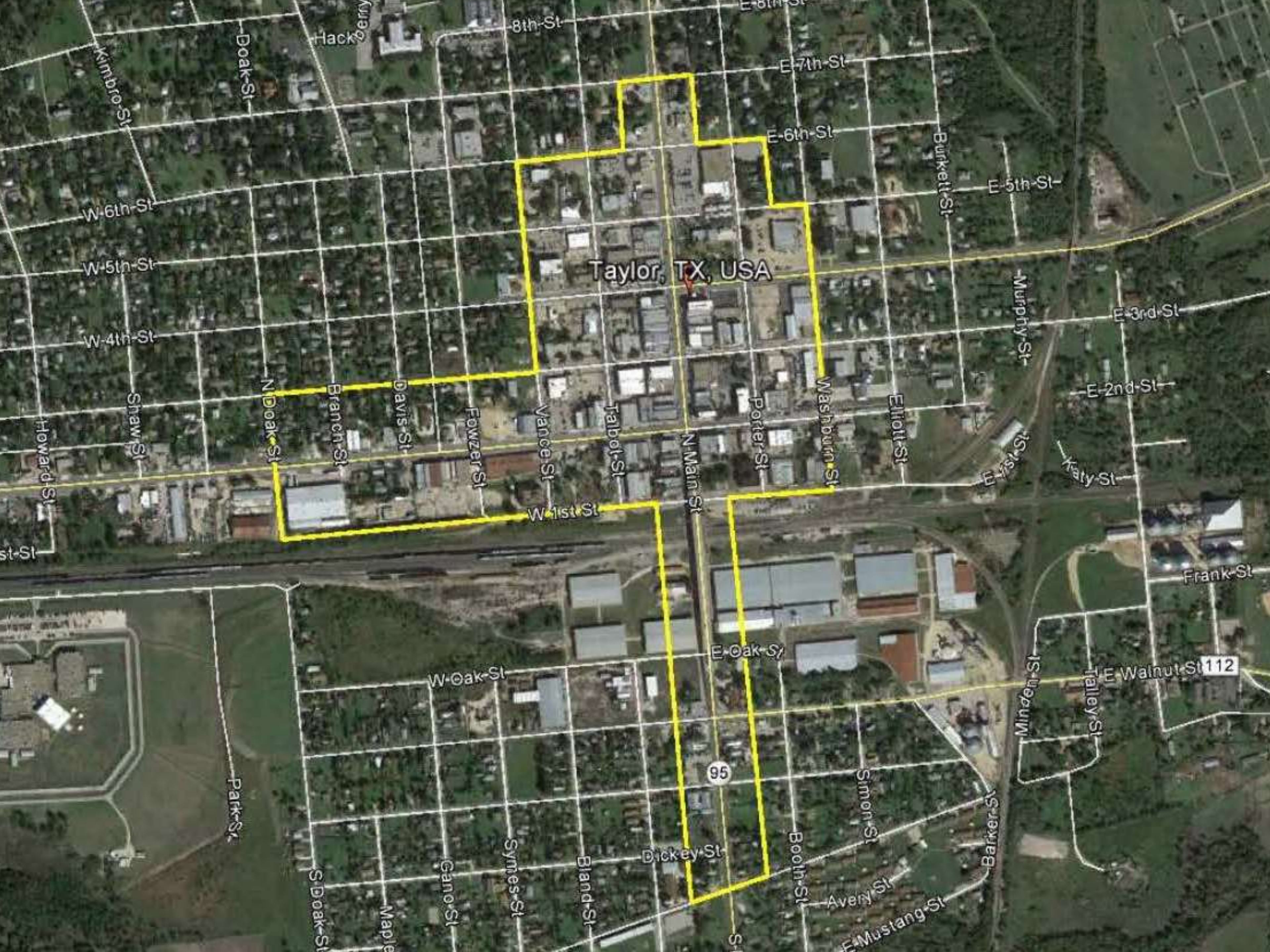
	Phase I: Kickoff, Data Collection, Comprehensive Assessment	**Phase II:** Community-based Design Charrette and Initial Plan	**Phase III:** Refinement and Implementation Strategy	**Implementation**
Market	→	→	→	→
Finance	→	→	→	→
Design	→	→	→	→
Community	→	→	→	→

our approach | award winning

urban design and downtown projects:

State awards: **32**

National awards: **17**



8th St
Hackberry
Doak St
Kimbro St
E 7th St
E 6th St
E 5th St
W 6th St
W 5th St
Taylor, TX, USA
Burkett St
Murphy St
E 3rd St
W 4th St
N Doak St
Branch St
Davis St
Fowzer St
Vance St
Talbot St
N Main St
Porter St
Washburn St
Elliott St
E 2nd St
Howard St
Shaw St
E 1st St
Katy St
W 1st St
Frank St
E Oak St
W Oak St
E Walnut St
112
Minden St
Talley St
95
Park St
Simon St
Booth St
Barker St
Dickey St
Avery St
E Mustang St
S Doak St
Gano St
Symes St
Bland St

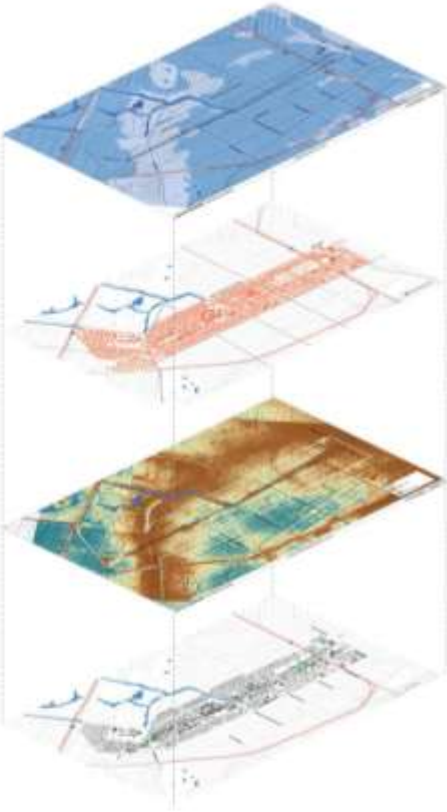
Part Three: Scope

Scope| project kickoff

- Strategic Kick-off Meeting and
  Walking Tour
- Project Management Plan
- Stakeholder Engagement Strategy
- Project Book Standards

Scope| existing conditions assessment

- Site Analysis
- Values Workshop



Scope| needs assessment

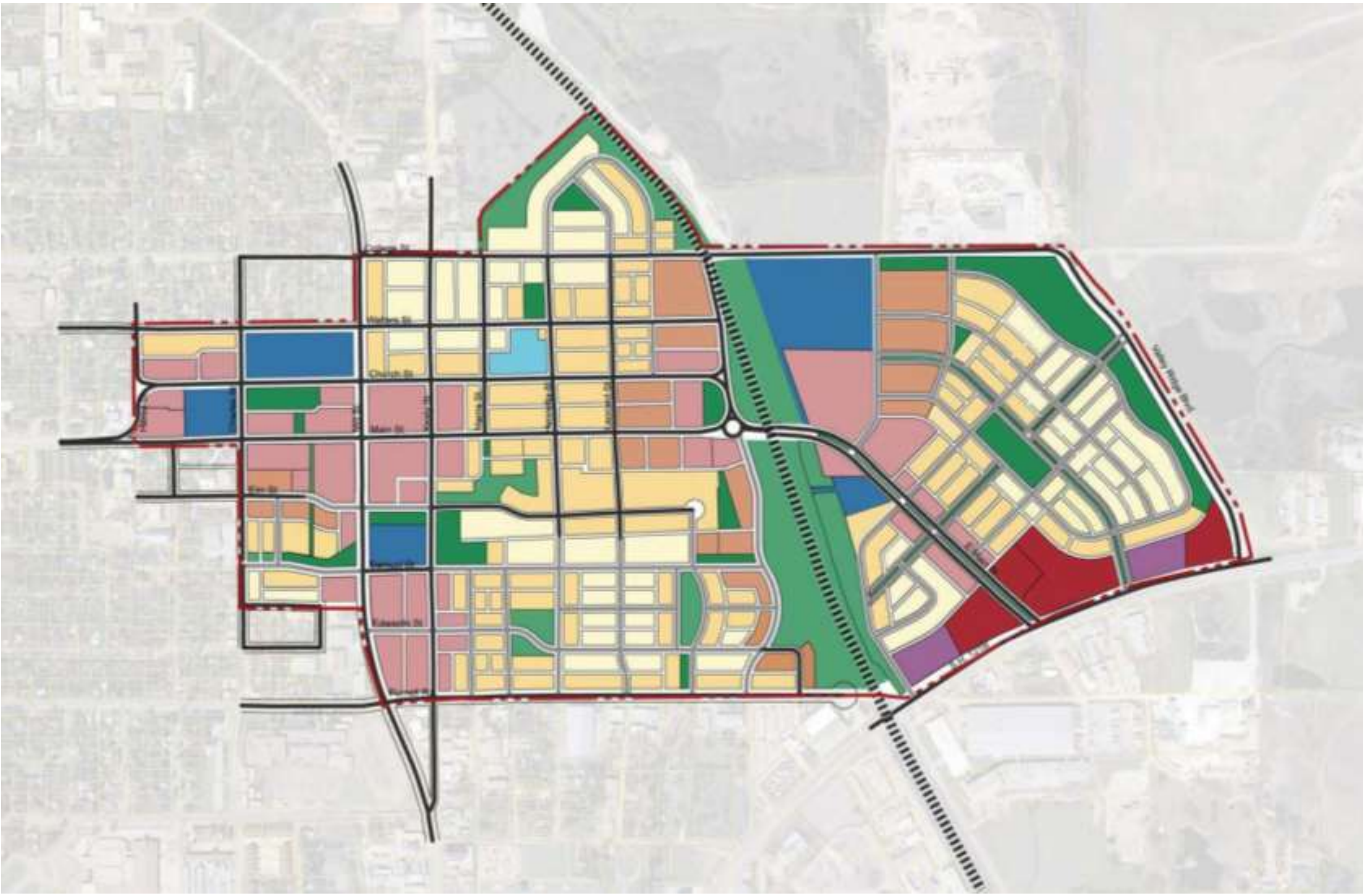
- Market Assessment
- Land Use Development Patterns
- Parks and Open Space Diagram
- Downtown Gateways
- Transportation and Parking Management
- Vision and Implementation Workshop

Scope| master plan development & approval

- Draft Document (MP Development)
- Final Document (MP Approval)

Part Four: Catalyst Projects

catalyst projects| Lewisville Old Town TOD Plan



catalyst projects| Lewisville Old Town TOD Plan

catalyst projects| Lewisville Old Town TOD Plan

catalyst projects| Lewisville Old Town TOD Plan

Helped secure $3.4 Million in TxDOT grants

catalyst projects| Lewisville Old Town TOD Plan

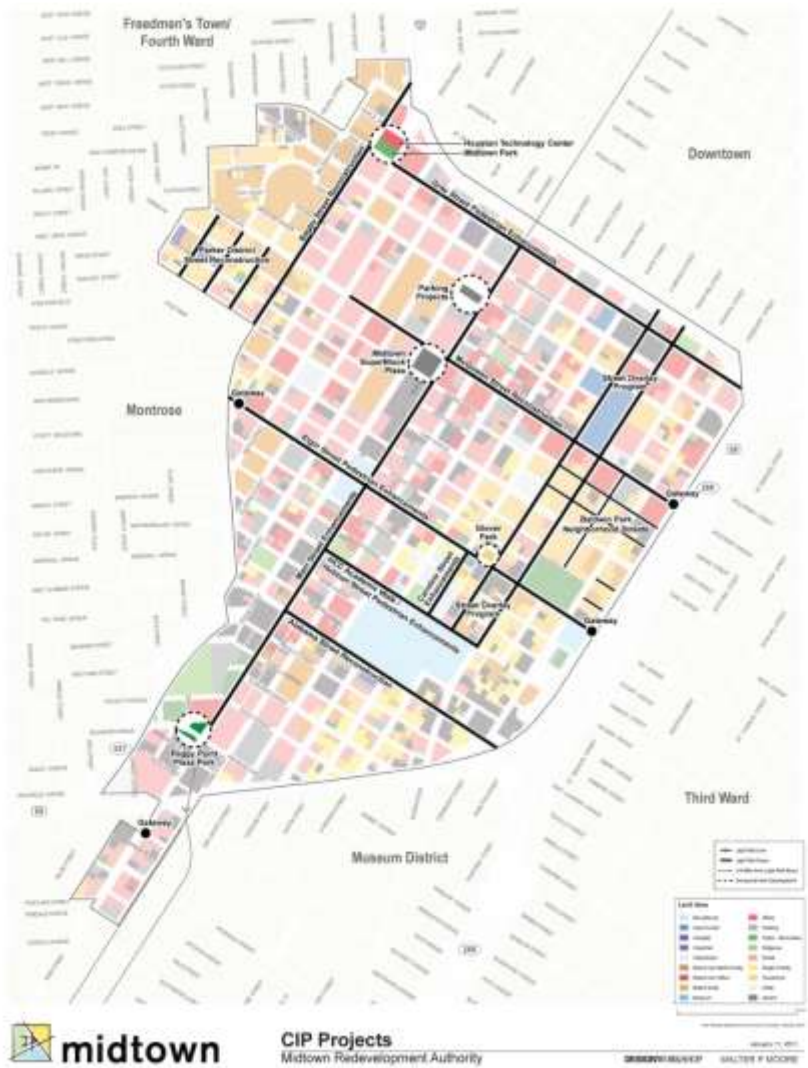
catalyst projects| Lewisville Old Town Plaza

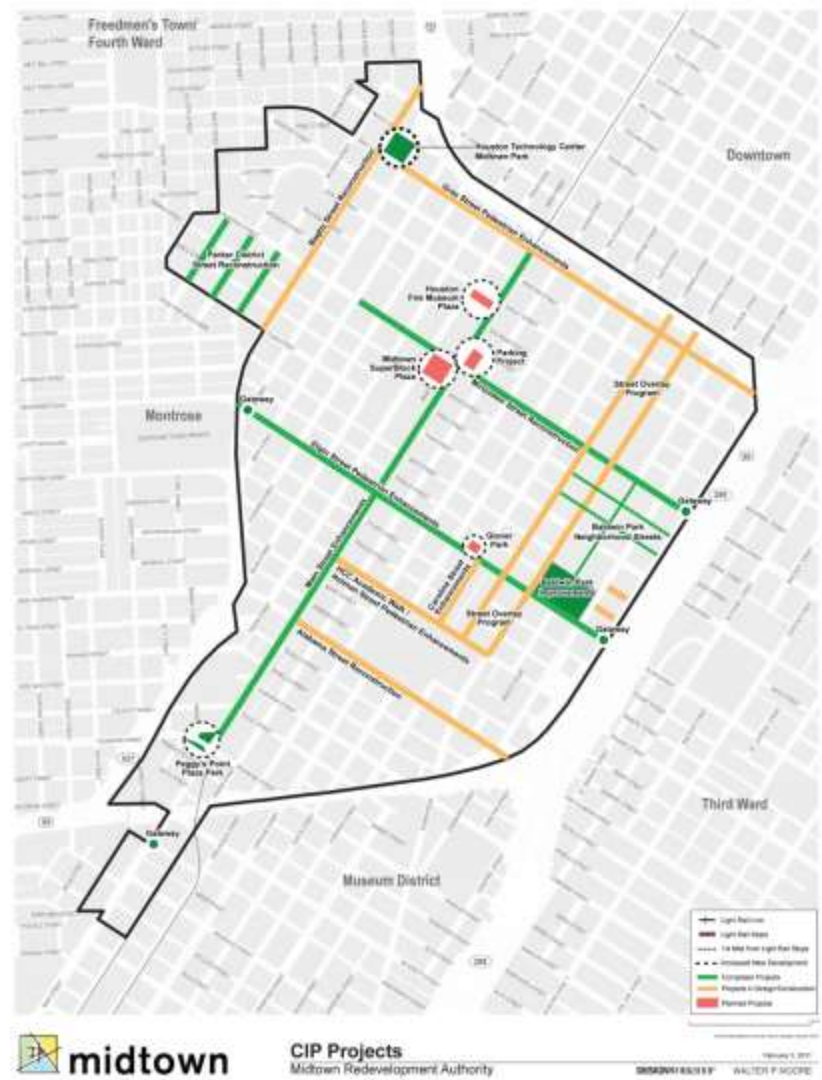
Helped secure $1.2 Million in grants

catalyst projects| Lewisville Old Town Plaza

catalyst projects| Lewisville Old Town Plaza

catalyst projects| Midtown CIP

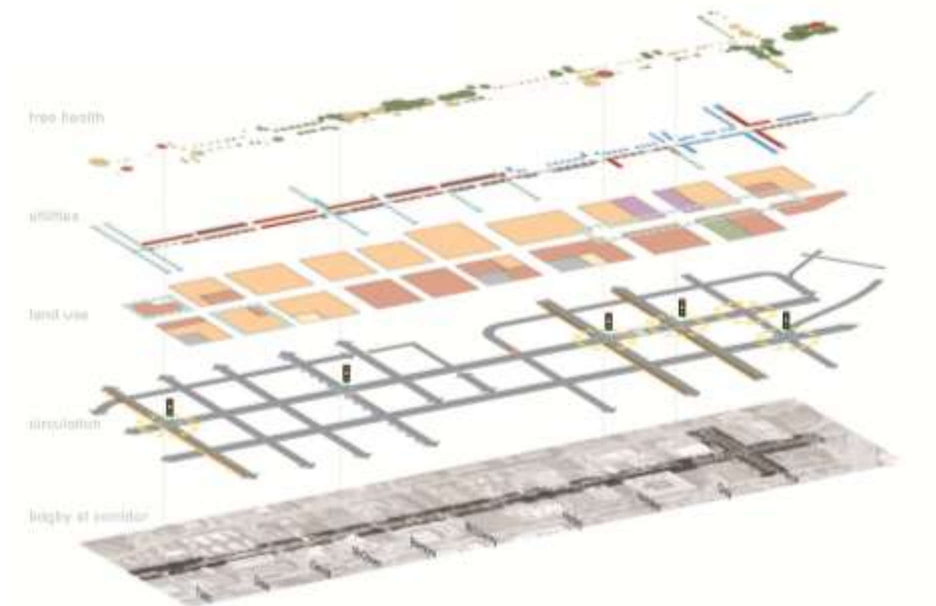




catalyst projects| Midtown CIP: Bagby Street

Bagby Street Reconstruction

2014 International Making Cities Livable Active Mobility/Complete Streets Award
2014 Congress for New Urbanism Charter Award for Best Street
2014 Texas Chapter of the American Public Works Association: Public Works Project of the Year
2014 American Society of Landscape Architects (Texas) Award of Excellence for Design
2014 American Society of Landscape Architects (Texas) Merit Award for Communication
2013 Silver Certified Greenroads ® (Highest Scored Project in the Entire Greenroad Program)
2013 American Council of Engineering Consultants Texas Honor Award




88% of pedestrian area shaded by tree canopy at maturity
14% decrease in hardscape surface temperatures


42% increase of existing tree growth area & organic soils
276% increase in dedicated pedestrian areas
300 tons of carbon reduced from emissions due to use of 25% fly ash in the concrete mix

33% of local stormwater captured and treated by rain gardens before draining to Buffalo Bayou

75% bacteria removed

73% phosphorus removed

93% oil and gas removed

85% total suspended solids removed

catalyst projects| Midtown CIP: Holman Street

Helped secure $1.5 Million in grants

catalyst projects| Midtown CIP: Superblock Park

catalyst projects| Midtown CIP: Midtown Park

catalyst projects| Midtown CIP: Caroline Street

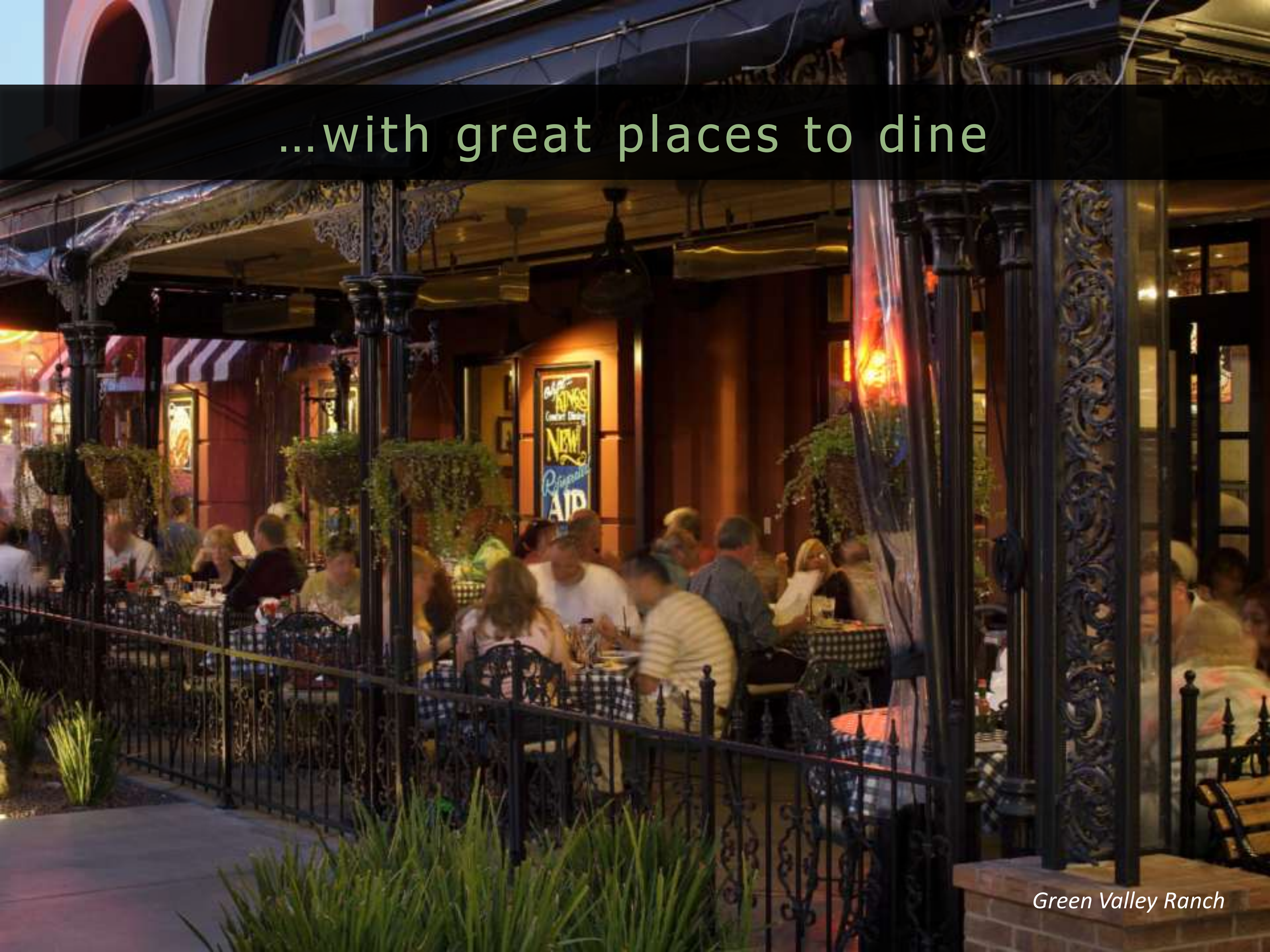
Before:

catalyst projects| Midtown CIP: Caroline Street

Helped secure $3.4 Million in grants – TXDOT project

The sense of revitalization comes…

…with great places to dine



Green Valley Ranch

…with the connection to regional trails & parks

Kananasakis Trails

…with distinctive places to shop, regardless of the season

Houston Bagby Street Corridor

…with innovative infrastructure

…with shade and comfort

…with branding and identity

Houston Midtown

…with great gathering spaces

Summerlin Park

…with local identity on historic streets

Larimer Square

…with interactive spaces during the day

Lewisville Old Town Plaza

…and at night

Lewisville Old Town Plaza

…with a system of pedestrian friendly streets

Kierland Commons

…with attractions for all ages

Orchard Town Park

…with nature

Rio Grande Botanical Gardens - Design Workshop

…with a distinct style and business plan that encourages economic redevelopment and investment

Larimer Square Revitalization and Implementation Plan

…with a capital improvements plan

Lewisville Mill Street Corridor Plan

…with a capital improvements plan

Lewisville Mill Street Corridor Plan

…with the establishment of brand identity

Riverfront Park Redevelopment

Mesa Performing Arts Center

…with excellence in user hospitality

Northstar Redevelopment and Implementation Plan

…with signature public spaces that can be programmed

District at Green Valley Ranch

…with local businesses thriving, even during construction

Yorktown Historic Downtown

City Council Meeting
July 15, 2014
Agenda Item Transmittal

Agenda Item #: **6**

Agenda Title: Consider introducing Ordinance 2014-11 regulating vacant buildings in the Central Business District.

Council Action to be taken: Consider introduction of Ordinance 2014-11

Initiating Department: **Planning and Development**

Staff Contact: **Bob van Til, Director**

1. INTRODUCTION/PURPOSE

The purpose of this item is to consider introducing Ordinance 2014-11 regulating vacant buildings in the central business district. The proposed ordinance is modeled after the Dallas ordinance. This item was tabled during the June 26, 2014 regular Council meeting.

2. DESCRIPTION/ JUSTIFICATION

The intent of the ordinance is to ensure that all buildings in our community are safe and well maintained.

The proposed ordinance primarily requires:

1. Property owners to annually register their buildings, both residential and non-residential. This has to be done within 45 days of the building becoming vacant. There are some exceptions for acts of nature and renovations. The City will issue an annual Certificate of Registration to each vacant building as long as it is vacant.
2. Property owners maintain insurance on the property. This includes a minimum combined bodily injury and property damage of not less than $1,000,000 for each occurrence and $2,000,000 annual aggregate, and must name the City as additionally insured.
3. Property owners to provide evidence that the property taxes are current,
4. Property owners to pay an annual registration and inspection fee. The annual registration fee is $75.00. the annual inspections fee is $185 plus 0.009282 per SF, excluding stairwells, elevator shafts, and mechanical rooms.
5. The City to inspect the property annually,
6. Property owners to provide a ‘Vacant Building Plan.’ This has to be delivered to the City within 30 days of the owner receiving the Certificate of Registration. It must

include, among other things, a plan to correct any violations, how the building will be maintained, plan for occupying it, or a schedule for demolition.

7. Appeals provision. The Building and Standards Commission is listed as the appeals venue.

The ordinance defines 'vacant' as a building located in the City's central business district that, regardless of its structural condition, is not occupied; and defines 'occupied' as one or more persons (that) conduct business in or reside in at least 50 percent of the total area of a building (excluding stairwells, elevator shafts, and mechanical rooms) as the legal or equitable owner, operator, lessee, or invitee on a permanent, nontransient basis pursuant to and within the scope of a valid certificate of occupancy.

Staff is uncertain what the impact the ordinance will have on daily operations. We have the management system (Incode) to add the permitting requirements, but staffing is an unknown. Staff does not currently inspect vacant buildings unless there is a complaint filed. On the surface it appears that it may have a limited impact on staffing levels. The best way to find out is to initiate the process and evaluate the impact over time. If, for instance, there are a dozen to 20 vacant buildings in the Downtown area, that require the registration, inspections, and administration, the process may require additional resources in the future. This is uncertain at this time. On the immediate horizon is the initiation of the process. Once that is done, the routine institutionalization of the system may prove to be manageable.

3. FINANCIAL/BUDGET

Since the last meeting, staff analyzed the potential financial impact of the new ordinance. The registration fees based on the number of vacant buildings in the Central Business District (CBD) are projected to gross the City about $6,800 per year. The projected cost to administer the program is an estimated $4,400, netting the City an estimated $2,400.

The number of annual inspections for the Planning and Development staff is expected to increase by a small amount, about 2%. The number of permits handled by the Fire Department is expected to increase from an average of about 114 to about 140 per year.

4. TIMELINE CONSIDERATIONS

5. RECOMMENDATION

The Main Street Advisory Board recommended approval of the proposed ordinance during their regularly scheduled meeting on March 19, 2014.

6. REFERENCE FILES

6a. Ordinance 2014-11 with Exhibit A

ORDINANCE NO. 2014-11

AN ORDINANCE OF THE CITY OF TAYLOR PROVIDING AGAINST BLIGHT CAUSED BY VACANT BUILDINGS LEFT UNOCCUPIED AND UNMONITORED IN THE CITY; PROVIDING A PENALTY OF FINE NOT TO EXCEED THE SUM OF FIVE HUNDRED DOLLARS ($500.00) FOR EACH OFFENSE, EXCEPT WHERE A DIFFERENT PENALTY HAS BEEN ESTABLISHED BY STATE LAW FOR SUCH OFFENSE, OR FOR ANY VIOLATION OF ANY PROVISION OR REGULATION WHICH GOVERNS FIRE SAFETY, ZONING, OR PUBLIC HEALTH AND SANITATION, WHICH SHALL BE PUNISHED BY PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS ($2,000.00); PROVIDING SEVERABILITY, REPEALER, AND PUBLICATION CLAUSES.

PREAMBLE

WHEREAS, there exists in the central business district of the City of Taylor, Texas ("City"), vacant buildings that, if left unoccupied and unmonitored, may fall into a state of disrepair, become a haven for criminal activity, and create a blight on the area; and

WHEREAS, the City Council desires to protect the health, safety, morals, and welfare of the citizens of the City by establishing a registration program for vacant buildings in the City's central business district in order to monitor the vacant buildings and ensure that they are maintained in compliance with City ordinances and other applicable laws and to encourage their ~~demolition or~~ return to occupancy in a timely manner; and

WHEREAS, it is in the best interest of the City, and the health, safety, morals and welfare of the citizens that this Ordinance be adopted.

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

SECTION I. INCORPORATION. All of the facts recited in the preamble to this Ordinance are hereby found by the City Council to be true and correct and are incorporated by reference herein and expressly made a part hereof, as if copied herein verbatim.

SECTION II. DEFINITIONS. As used in this Ordinance the following definitions will apply:

A. BUILDING means a structure for the support or shelter of any use or occupancy.

B. CENTRAL BUSINESS DISTRICT means the area of the city bounded as described by Exhibit “A”.

C. CERTIFICATE OF REGISTRATION means a certificate of registration issued by the City Manager or a designee of the City Manager under this Ordinance to the owner or operator of a vacant building.

D. DESIGNEE OF THE CITY MANAGER means the director of the department designated by the City Manager to enforce and administer this Ordinance and includes any representatives, agents, or department employees designated by the director.

E. DWELLING UNIT means one or more rooms designed to be a single housekeeping unit to accommodate one family and containing one or more kitchens, one or more bathrooms, and one or more bedrooms.

F. OCCUPIED means that one or more persons conduct business in or reside in at least 50 percent of the total area of a building (excluding stairwells, elevator shafts, and mechanical rooms) as the legal or equitable owner, operator, lessee, or invitee on a permanent, nontransient basis pursuant to and within the scope of a valid certificate of occupancy.

G. OWNER means a person in whom is vested the ownership or title of real property;

    1. including, but not limited to:

        a. the holder of fee simple title;

        b. the holder of a life estate;

        c. the holder of a leasehold estate for an initial term of five years or more;

        d. the buyer in a contract for deed;

        e. a mortgagee, receiver, executor, or trustee in control of real property; and

        f. the named grantee in the last recorded deed

2. not including the holder of a leasehold estate or tenancy for an initial term of less than five years.

H. PERSON means any individual, corporation, organization, partnership, association, governmental entity, or any other legal entity.

I. PREMISES or PROPERTY means a lot, plot, or parcel of land, including any structures on the land.

J. REGISTRANT means a person issued a certificate of registration for a vacant building under this Ordinance.

K. STRUCTURE means that which is built or constructed, an edifice or building of any kind, or any piece of work artificially built up or composed of parts joined together in some definite manner.

L. VACANT BUILDING means a building located in the City’s central business district that, regardless of its structural condition, is not occupied.

SECTION III. AUTHORITY OF DIRECTOR. The director shall implement and enforce this Ordinance and may by written order establish such rules, regulations, or procedures, not inconsistent with this Ordinance, as the director determines are necessary to discharge any duty under or to effect the policy of this Ordinance.

SECTION IV. DELIVERY OF NOTICE. Any written notice that is required to be given to an applicant or registrant under this Ordinance is deemed to be delivered:

A. on the date the notice is hand delivered to the applicant or registrant; or

B. three days after the date the notice is placed in the United States mail with proper postage and addressed to the applicant or registrant at the address provided for the applicant or registrant in the most recent registration application.

SECTION V. VIOLATIONS; PENALTY.

A. A person who violates a provision of this Ordinance, or who fails to perform an act required of the person by this Ordinance commits an offense. A person commits a separate offense each day or portion of a day during which a violation is committed, permitted, or continued.

B. Any person, firm or corporation violating any of the provisions of this Ordinance shall be deemed guilty of a misdemeanor and, upon conviction in the municipal court of the City of Taylor, Texas, shall be subject to a fine not to exceed the sum of five hundred ($500.00) for each offense, except however, where a different penalty has been established by state law for such offense the penalty shall be that fixed by state law, and for any offense which is a violating of any provision of law that governs fire safety, zoning, or public health and sanitation, including dumping of refuse, the penalty shall be a fine not to exceed the sum of two thousand dollars ($2,000.00) for each offense.

SECTION VI. REGISTRATION REQUIRED; DEFENSES.

A. A person commits an offense if the person owns or operates a vacant building without a valid certificate of registration. A separate certificate of registration is required for each street address at which any vacant building is located, regardless of any separate occupied buildings that may also be located at the same street address. If more than one vacant building is located at the same street address, only one certificate of registration is required for all of the vacant buildings. Also, only one certificate of registration is required for a single vacant building that has more than one street address. Suite numbers and apartment unit numbers will not be considered in determining the street address of a vacant building.

B. It is a defense to prosecution under this section that:

    1. the building was occupied within the forty-five (45) day period preceding the date of the alleged offense.

2. at the time of the alleged offense, the building was in the process of being renovated, rehabilitated, repaired, or demolished (pursuant to appropriate and valid permits issued by the building official, if required) and had been occupied within the 90-day period preceding the date of the alleged offense;

3. at the time of the alleged offense, the building was in the process of being actively marketed and advertised for lease or sale and had been occupied within the 90-day period preceding the date of the alleged offense;

4. within the 90-day period preceding the date of the alleged offense, the building suffered damage or destruction from a fire, flood, storm, or similar event that rendered the building incapable of being occupied, except that this defense does not apply if the building was rendered incapable of being occupied by the intentional act of the owner, operator, lessee, or other invitee or an agent of the owner, operator, lessee, or other invitee; or

5. the building was owned by the City of Taylor, the State of Texas, or the United States Government.

SECTION VII. REGISTRATION APPLICATION.

A. To obtain a certificate of registration for a vacant building, a person must submit an application on a form provided for that purpose to the director. The applicant must be the person who will own, control, or operate the vacant building. The application must contain all of the following information:

   1. The name, street address, mailing address, and telephone number of the applicant or the applicant’s authorized agent.

   2. The name, all street addresses, and the main telephone number, if any, of the vacant building and a description of the type of property it is (such as, but not limited to, a commercial building, a warehouse, an office, a

hotel, an apartment complex, a boarding home, a group home, a loft, a townhome, a condominium, or a single-family residence).

3. The names, street addresses, mailing addresses, and telephone numbers of all owners of the vacant building and any lien holders and other persons with a financial interest in the vacant building.

4. The name, street address, mailing address, and telephone number of a person or persons to contact in an emergency as required by Section 15 of this Ordinance.

5. The form of business of the applicant (and owner, if different from the applicant); the name, street address, mailing address, and telephone number of a high managerial agent of the business; and, if the business is a corporation or association, a copy of the documents establishing the business.

6. Proof of insurance required by Section 16 of this Ordinance.

7. The number of buildings (including vacant and occupied building), dwelling units, swimming pools, and spas located in or on the premises of the vacant building.

8. Documentary evidence of payment of ad valorem taxes owed in connection with the vacant building and the premises on which it is located.

9. The total area in square feet of the vacant building, the number of stories contained in the vacant building, the area in square feet of each story, and whether each story is above or below ground level.

10. The date on which the vacant building was last occupied a description of the last use of the vacant building, and a description of any hazardous materials, uses, or conditions that currently exist or previously existed in the vacant building.

11. Such additional information as the applicant desires to include or that the director deems necessary to aid in the determination of whether the requested certificate of registration should be granted.

B. If the application for a certificate of registration is being made for multiple vacant building located at the same address, then the information required in Subsection A must be provided for each vacant building located at that address.

C. A registrant shall notify the director within ten (10) days after any material change in the information contained in the application for a certificate of registration for a vacant building, including any changes in ownership of the property.

SECTION VIII. REGISTRATION FEE AND INSPECTION CHARGE.

A. The fee for a certificate of registration for a vacant building is $75.00, plus an inspection charge in an amount equal to $185.64 + ($0.009282 x total square feet of building area, excluding stairwells, elevator shaft, and mechanical rooms).

B. If one certificate of registration is issued for multiple vacant structures located at the same address, the inspection charge will be calculated using the aggregate area in square feet of all the vacant buildings.

C. If a certificate of registration expires under Section XII and the registration term was less than six months, then the registration fee (minus the inspection charge) may be prorated on the basis of whole months and partially refunded to the registrant, if the director receives a written request for the refund from the registrant within 90 days after expiration of the certificate of registration. If a certificate of registration expires under Section XII and no inspection was conducted by the City during the registration term, then the full inspection charge may be refunded, if the director receives a written request for the refund from the registrant within 90 days after expiration of the certificate of registration. Otherwise, no refund of a registration fee or inspection charge will be made.

SECTION IX. INSURANCE DENIAL, AND DISPLAY OF CERTIFICATE OF REGISTRATION.

A. Upon payment of all required fees, a certificate of registration shall be issued for a vacant building to the applicant if it is determined that:

1. the applicant has complied with all requirements for issuance of the certificate of registration;

2. the applicant has not made a false statement as to a material matter in an application for a certificate of registration; and

3. the applicant has no outstanding unpaid fees due to the City.

B. If it is determined that the requirements of Subsection A, have not been met, a certificate of registration shall be denied the applicant.

~~C.~~ If it is determined that an applicant should be denied a certificate of registration, written notice shall be delivered to the applicant that the application is denied and include in the notice the reason for denial and a statement informing the applicant of the right of appeal.

D. A certificate of registration issued under this section must be displayed to the public in a manner and location approved by the City. The certificate of registration must be presented upon request to the City Manager or the City Manager Designee or to a peace officer for examination.

SECTION X. REVOCATION OF REGISTRATION.

A. A certificate of registration for a vacant building shall be revoked if:

1. the registrant failed to comply with any provision of this Ordinance or any other City ordinance or state or federal law applicable to the building;

2. the registrant intentionally made a false statement as to a material matter in the application or in a hearing concerning the certificate of registration; or

3. the registrant failed to pay a fee required by this Ordinance at the time it was due.

B. Before revoking a certificate of registration under this Ordinance, written notice shall be delivered to the registrant that the certificate of registration is being considered for revocation. The notice must include the reason for the proposed revocation, action the registrant must take to prevent the revocation, and a statement that the registrant has ten (10) days after the date of delivery to comply with the notice.

C. If, after ten (10) days from the date the notice required in Subsection B is delivered, the registrant has not complied with the notice; the director shall revoke the certificate of registration and deliver written notice of the revocation to the registrant. The notice must include the reason for the revocation, the date the director orders the revocation, and a statement informing the registrant of the right of appeal.

SECTION XI. APPEALS. If the director denies issuance or renewal of a certificate of registration or revokes a certificate of registration, this action is final unless the applicant or registrant files an appeal with the Building & Standards Commission.

SECTION XII. EXPIRATION AND RENEWAL OF REGISTRATION.

A. A certificate of registration for a vacant building expires the earlier of:

1. one year after the date of issuance;

2. the date the vacant building changes ownership, as determined by the director;

3. the date the vacant building becomes occupied, as determined by the director; or

4. the date the vacant building is demolished, as determined by the director

B. A certificate of registration may be renewed by making application in accordance with Section VI and paying the registration fee and inspection charge required by Section VII. A registrant shall apply for renewal at least 30 days before the expiration of the certificate of registration.

SECTION XIII. NONTRANSFERABILITY. A certificate of registration for a vacant building is not transferable.

SECTION XIV. PROPERTY INSPECTIONS.

A. For the purpose of ascertaining whether violations of this Ordinance or any other city ordinance or state or federal law applicable to the building exist, the director is authorized at a reasonable time to inspect:

1. the exterior of a vacant building; and

2. the interior of a vacant building, if the permission of the owner, operator, or other person in control is given or a search warrant is obtained.

B. The director shall inspect a vacant building at least once during each twelve (12) month period that the building is not occupied.

C. An applicant or registrant shall permit representatives of the police department, the department of environmental and health services, the fire department, the department of code compliance, and the building official to inspect the interior and exterior of a vacant building, for the purpose of ensuring compliance with the law, at reasonable times upon request. The applicant or registrant commits an offense if he, either personally or through an agent or employee, refuses to permit a lawful inspection of the vacant building as required by this subsection.

D. Whenever a vacant building is inspected by the director and a violation of this Ordinance or any other city ordinance or state or federal law applicable to the building is found, the building or premises will, after the expiration of any time limit for compliance given in a notice or order issued because of the violation, be re-inspected by the director to determine that the violation has been eliminated.

SECTION XV. EMERGENCY RESPONSE INFORMATION.

A. An owner, operator, or other person in control of a vacant building shall provide the director with the name, street address, mailing address, and telephone number of a person or persons who can be contacted 24 hours a day, seven days a week, in the event of an emergency condition in or on the premises of the vacant building. An emergency condition includes any fire, natural disaster, collapse hazard, burst pipe, serious police incident, or other condition that requires an immediate response to prevent harm to property or the public.

B. The owner, operator, or other person in control of the vacant building shall notify the director within five days after any change in the emergency response information.

C. The owner, operator, or other person in control of a vacant building, or an authorized agent, must arrive at the premises within one hour after a contact person named under this section is notified by the city or emergency response personnel that an emergency condition has occurred on the premises.

D. A sign containing the emergency contact information required in Subsection A of this section must be attached in conspicuous location on the exterior of each façade of the vacant building that faces a public right-of-away.

E. The sign required by Subsection D must:

   1. comply with the city's sign regulations;

   2. be 24 inches tall and 18 inches wide and constructed of a rigid weather-resistant material;

   3. contain the words "VACANT BUILDING" in 2-3/8-inch-high and two-inch-wide black letters on a

bright yellow background followed by the information required in Subsection A in one-inch-high black letters on a bright yellow background;

4. be in a format approved by the director; and

5. be readable day and night

F. A person commits an offense if he removes or obstructs or allows the removal or obstruction of a sign required to be posted on a vacant building under this section. It is a defense to prosecution under this subsection that the removal or obstruction was caused by:

   1. A city employee in the performance of official duties; or

   2. the owner, operator, or lessee of the vacant building for the purpose of:

      a. repairing or maintaining the sign;

      b. complying with this Ordinance or a rule or regulation promulgated under this Ordinance; or

      c. removing the sign when registration of the vacant building is no longer required under this Ordinance.

G. A minor variation of a required minimum height or width of a sign or lettering is not a violation of this section.

SECTION XVI. INSURANCE

A. The registrant shall procure, prior to the issuance of a certificate of registration, and keep in full force and effect at all times during the registration term, commercial general liability insurance coverage (including, but not limited to, premises/operations and personal and advertising injury) protecting the City of Taylor against any and all claims for damages to persons or property as a result of, or arising out of, the registrant’s operation, maintenance, or use of the vacant building, with minimum combined bodily injury (including death) and property damage limits of not less than $1,000,000 for each occurrence and $2,000,000 annual aggregate.

B. The insurance policy must be written by an insurance company approved by the State of Texas and acceptable to the City and issued in a standard form approved by the Texas Department of Insurance. All provisions of the policy must be acceptable to the city and must name the City and its officers and employees as additional insureds and provide for thirty (30) days written notice to the director of cancellation, non-renewal, or material change to the insurance policy.

C. A registrant shall provide to the director an updated certificate of insurance for the vacant building every six months that the building is required to be registered under this Ordinance.

SECTION XVII. VACANT BUILDING PLAN.

A. Within thirty (30) days after the date a certificate of registration is issued for a vacant building, the registrant shall submit to the director a vacant building plan complying with this section.

B. The vacant building plan must contain the following:

1. A plan of action and a time schedule for correcting all existing violations of this Ordinance or any other city ordinance or state or federal law applicable to the building or its premises.

2. A plan of action for maintaining the building and its premises in compliance with this Ordinance and all applicable city ordinances and state and federal laws.

3. A plan of action for maintaining the building and its premises in a safe and secure manner, including but not limited to any provisions for lighting, security patrols, alarm systems, fire suppression systems, and securing the building from unauthorized entry.
4. A plan of action for occupying or selling the building, including but not limited to a time schedule for renovating or repairing the building and a time schedule for marketing, advertising,

or offering the building for sale or lease.

5. A plan of action and time schedule for any demolition of the building.

C. A registrant may update the vacant building plan at any time, but shall provide the director with an updated vacant building plan at least once every six months that the building is required to be registered under this Ordinance.

SECTION XIII. Should any section, paragraph, clause, phrase, or provision of this Ordinance be adjudged invalid or held unconstitutional, the same shall not affect the validity of this Ordinance as a whole or any part of the provisions thereof, other than the part so decided to be invalid or unconstitutional.

SECTION XIX. All provisions of any Ordinance of the City of Taylor, Texas, in conflict with the provisions of this Ordinance shall be, and the same are hereby repealed, and all other provisions not in conflict with the provisions of this Ordinance shall remain in full force and effect.

SECTION XX. The City Clerk is hereby authorized and directed to publish the caption of this Ordinance, together with the penalty provision contained therein, in the manner and for the length of time prescribed by law.

In accordance with Article VIII of the City Charter, Ordinance 2014-11 was introduced before the Taylor City Council on the ___ day of __________, 2014.

PASSED, APPROVED, and ADOPTED on the ___ day of _________, 20__.

____
Jesse Ancira Jr., Mayor

ATTEST:

____
Susan Brock, City Clerk

APPROVED AS TO FORM:

____
Ted W. Hejl,
City Attorney

CERTIFICATE

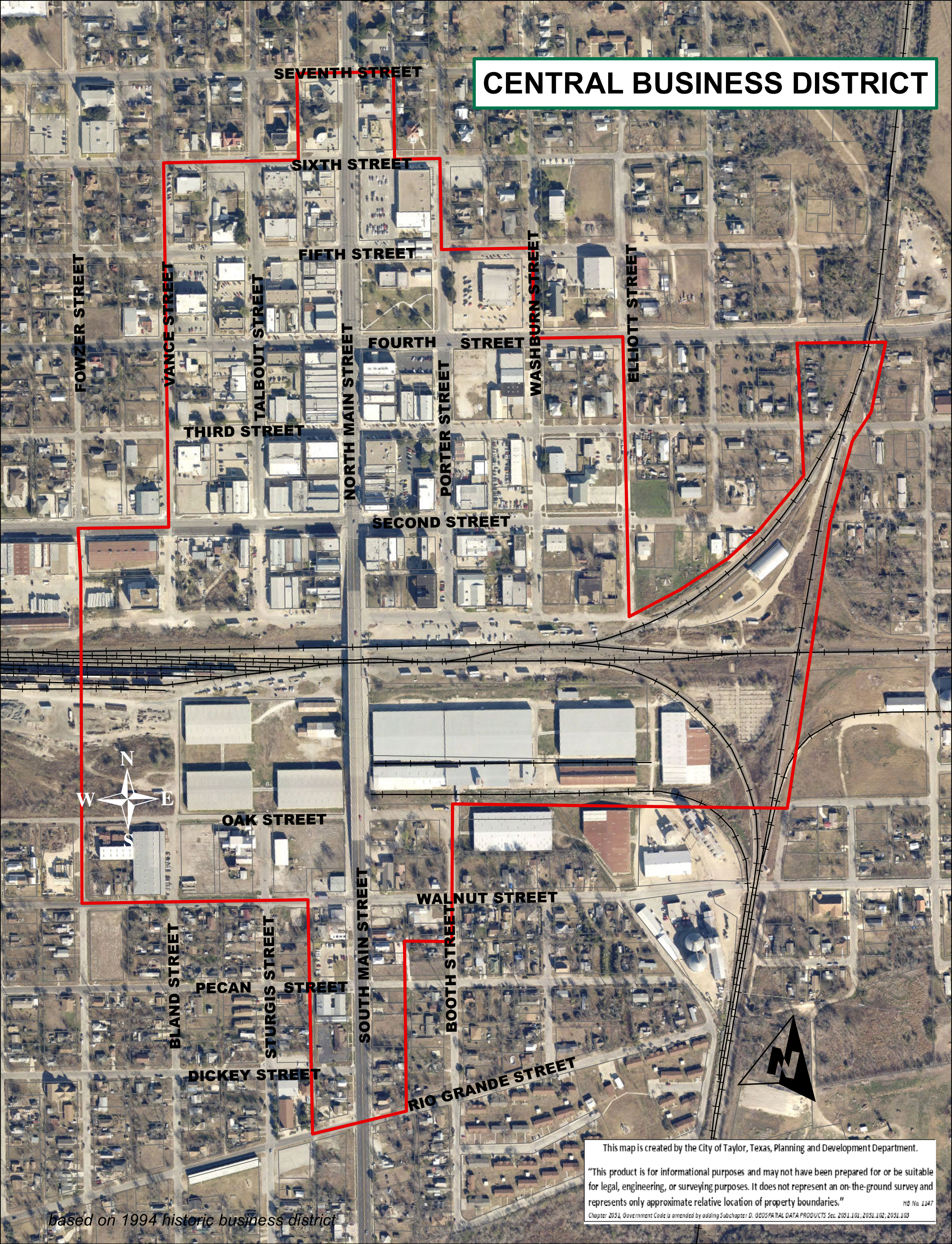
THE STATE OF TEXAS

COUNTY OF WILLIAMSON

I, Susan Brock, being the current City Clerk of the City of Taylor, Texas, do hereby certify that the attached is a true and correct copy of Ordinance No. 2014-__, passed and approved by the City Council of the City of Taylor, Texas, on the ______ day of __________________, 2014, and such Ordinance was duly introduced, passed, approved and adopted at meetings open to the public and notices of the meetings, giving the dates, places, and subject matter thereof, were posted as prescribed by Government Code Section 551.043.

Witness my hand and seal of office this _________ day of _____________, 2014.

____
Susan Brock
City Clerk


CENTRAL BUSINESS DISTRICT
SEVENTH STREET
SIXTH STREET
FIFTH STREET
FOURTH STREET
THIRD STREET
SECOND STREET
FOWZER STREET
VANCE STREET
TALBOUT STREET
NORTH MAIN STREET
PORTER STREET
WASHBURN STREET
ELLIOTT STREET
N
W
E
S
OAK STREET
WALNUT STREET
BLAND STREET
PECAN STREET
STURGIS STREET
SOUTH MAIN STREET
BOOTH STREET
DICKEY STREET
RIO GRANDE STREET
This map is created by the City of Taylor, Texas, Planning and Development Department.
"This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only approximate relative location of property boundaries."
HB No. 1147
Chapter 2051, Government Code is amended by adding Subchapter D. GEOSPATIAL DATA PRODUCTS Sec. 2051.101; 2051.102; 2051.103
based on 1994 historic business district

City Council Meeting
July 15, 2014
Agenda Item Transmittal

Agenda Item #: **7**

Agenda Title: Consider future agenda items**.**

Council Action to be taken: No action can be taken on this item

Initiating Department: City Council

Staff Contact: **Mayor**

1. INTRODUCTION/PURPOSE

Under this item, we will be receiving input regarding future agenda items from you. This agenda item will be added as a routine matter on each of your upcoming agendas and will not be an action item since no specific items are listed for consideration. Staff will also be bringing potential agenda items before you at this time.

2. DESCRIPTION/ JUSTIFICATION

3. FINANCIAL/BUDGET

4. TIMELINE CONSIDERATIONS

5. RECOMMENDATION

6. REFERENCE FILES

7a. Continuous list

Current topics still to be addressed:

Gonzales:

- more discussions regarding a strategic plan; 5 year plan: discussed at May 22 meeting; additional discussion planned for upcoming mtg
- a city facilities assessment
- cemetery streets addressed: added to the CIP
- board volunteer recognition/appreciation event: in planning stage
- more frequent updates from the TEDC prior to budget presentation

Hill:

- List of streets maintained by TxDot for public information
  Added to Street Committee handouts.

Ancira:

- requested a joint meeting or workshop with the TEDC Board after the new city manager is in place- Pending.
- Discuss CARTS and AMTRAK project update – Pending – Work in progress.
- Corridor signage – In committee pending branding efforts.

Green:

- Consider a "vacant building fee" and guidelines for downtown Main Street properties; June 26 ; to be brought back at a later meeting for further discussion
- Update on corridor signage: waiting for Main Street Board info
- Revisit the Fire Code with regard to fire suppression systems/sprinklers in buildings

Rydell:

- consideration of developing an in house street program to repair, fix and rebuild when possible: Street committee working on options.
- Developing historic preservation ordinances – In Progress – Main St Bd; Janetta McCoy
- an update on the Downtown street project
  TIF Board presented a proposal from an Urban Planner on 06-26-14; .
- review results of the TEEX Community Strategic Plan and begin to develop City plan
  June 26; communications
- More diversity for board volunteers; Summit of leaders

Other topics of interest included

- CIP Program/Plan with timeline and funding obligations noted for future planning

City Council Meeting
July 15, 2014
Agenda Item Transmittal

Agenda Item #: **8**

Agenda Title: Executive Session. (Economic Development)

Council Action to be taken: Adjourn into Closed session.

Initiating Department: City Administration

Staff Contact: **Mayor**

1. INTRODUCTION/PURPOSE

2. DESCRIPTION/ JUSTIFICATION

The Taylor City Council will conduct a closed meeting under Section 551.087 of the Texas Government Code which allows such a closed meeting and which Rules conflict with the Texas Open Meetings Act.

3. FINANCIAL/BUDGET

4. TIMELINE CONSIDERATIONS

5. RECOMMENDATION

6. REFERENCE FILES

8a. Executive Session form

TAYLOR CITY COUNCIL
CERTIFIED AGENDA - EXECUTIVE SESSION

1. OPEN MEETING ANNOUNCEMENT

The City of Taylor City Council convened in Open Session, declared a quorum on July 15, 2014 and has posted an Official Agenda indicating the possible need for an Executive Session. The Council will now adjourn into Executive Session pursuant to the Texas Open Meetings Act, Government Code Section:

☐	551.071	To consult with its attorney regarding a matter in which the duty of the attorney to the City conflicts with the Open Meetings Act.
☐	551.072	To conduct deliberations regarding the purchase, exchange, lease, or value of real property.
x	551.074	Regarding personnel matters
x	551.087	Regarding economic development negotiations and considering financial or other incentives to a business prospect that the City seeks to have locate in or near the City of Taylor.

Any action resulting from the Executive Session will be taken in Open Session immediately following the Executive Session.

2. BACK TO OPEN SESSION

The time is now __________ and we will reconvene into Open Session. No action or vote was taken on any matter discussed in Executive Session.

CERTIFICATION

As Mayor of the City of Taylor, I do hereby certify that this Agenda of an Executive Session of the City Council is a true and correct record of the proceedings.

WITNESS my hand this the 15th day of July, 2014.

____
Mayor

(Executive session Consolidated Form)

City Council Meeting
July 15, 2014
Agenda Item Transmittal

Agenda Item #: **9**

Agenda Title: Executive Session: Sec. 551.074; Personnel

Council Action to be taken: Discuss personnel issues regarding the City Manager Position

Initiating Department: City Council

Staff Contact: **Mayor**

1. INTRODUCTION/PURPOSE

2. DESCRIPTION/ JUSTIFICATION

The Taylor City Council will conduct a closed meeting under Section 551.074 of the Texas Government Code in order to discuss issues relating to the position of the City Manager.

3. FINANCIAL/BUDGET

4. TIMELINE CONSIDERATIONS

5. RECOMMENDATION

6. REFERENCE FILES

8a. Executive Session form