

**RICHARDSON CITY COUNCIL**  
**APRIL 22, 2013**  
**7:30 P.M.**  
**CIVIC CENTER/CITY HALL, 411 W. ARAPAHO, RICHARDSON, TX**

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1. **INVOCATION – MARK SOLOMON**
  2. **PLEDGE OF ALLEGIANCE: U.S. AND TEXAS FLAGS – MARK SOLOMON**
  3. **MINUTES OF THE APRIL 8 , 2013 AND APRIL 15, 2013 MEETINGS**
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4. VISITORS. (THE CITY COUNCIL INVITES CITIZENS TO ADDRESS THE COUNCIL ON ANY TOPIC NOT ALREADY SCHEDULED FOR PUBLIC HEARING. PRIOR TO THE MEETING, PLEASE COMPLETE A “CITY COUNCIL APPEARANCE CARD” AND PRESENT IT TO THE CITY SECRETARY. THE TIME LIMIT IS FIVE MINUTES PER SPEAKER.)
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5. CONSIDER APPOINTMENTS TO THE ZONING BOARD OF ADJUSTMENTS/BUILDING & STANDARDS COMMISSION AND THE NORTH TEXAS MUNICIPAL WATER DISTRICT BOARD AND ADMINISTER OATH OF OFFICE TO NEW APPOINTEES UPON APPROVAL.

ACTION TAKEN:

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**PUBLIC HEARING ITEMS:**

6. PUBLIC HEARING AND CONSIDER ORDINANCE NO. 4004, ADOPTING STANDARDS OF CARE FOR YOUTH PROGRAMS OFFERED BY THE RICHARDSON PARKS AND RECREATION DEPARTMENT.

ACTION TAKEN:

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**ACTION ITEMS:**

7. VARIANCE 13-05: A REQUEST BY CAMIE YOUNG, REPRESENTING CAMPBELL PLAZA LTD., FOR A VARIANCE TO THE SUBDIVISION AND DEVELOPMENT CODE, ARTICLE III, SUBSECTION 21-52(I) (OFF-STREET PARKING) TO ALLOW AN 11-SPACE REDUCTION TO THE REQUIRED PARKING FOR THE CAMPBELL PLAZA SHOPPING CENTER LOCATED AT 581 W. CAMPBELL ROAD.

ACTION TAKEN:

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8. CONSIDER A REQUEST BY SCOTT LEVY, REPRESENTING CENTENNIAL PARK RICHARDSON, TO APPROVE REVISED BUILDING ELEVATIONS FOR A CABANA LOCATED AT 152 BRICK ROW AND WITHIN THE SPRING VALLEY STATION PLANNED DEVELOPMENT ZONING DISTRICT.

ACTION TAKEN:

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ALL ITEMS LISTED UNDER ITEM 9 OF THE CONSENT AGENDA ARE CONSIDERED TO BE ROUTINE BY THE CITY COUNCIL AND WILL BE ENACTED BY ONE MOTION IN THE FORM LISTED BELOW. THERE WILL BE NO SEPARATE DISCUSSIONS OF THESE ITEMS. IF DISCUSSION IS DESIRED, THAT ITEM WILL BE REMOVED FROM THE CONSENT AGENDA AND WILL BE CONSIDERED SEPARATELY:

9. CONSENT AGENDA:

A. ADOPTION OF THE FOLLOWING ORDINANCES:

1. ORDINANCE NO. 4005, AMENDING THE CODE OF ORDINANCES BY AMENDING CHAPTER 6, ARTICLE III, RICHARDSON ELECTRICAL CODE, BY AMENDING SECTIONS 6.111(A) AND 6 132(1) AND (2), AND DELETING SECTION 6-132(3) RELATING TO ELECTRICAL CONTRACTOR REQUIREMENTS AND STANDARDS FOR ELECTRICAL INSTALLATIONS.
2. ORDINANCE NO. 4006, AMENDING THE CODE OF ORDINANCES BY AMENDING CHAPTER 6, ARTICLE II, BY AMENDING SECTIONS 6-27 AND 6-28, TO ADOPT THE INTERNATIONAL BUILDING CODE, 2012 EDITION, TOGETHER WITH APPENDIX D AND AMENDMENTS THERETO; BY AMENDING SECTIONS 6-30 AND 6-31, TO ADOPT THE INTERNATIONAL RESIDENTIAL CODE FOR ONE- AND TWO-FAMILY DWELLINGS, 2012 EDITION AND AMENDMENTS THERETO; BY AMENDING SECTIONS 6-33 AND 6-34, TO ADOPT THE INTERNATIONAL ENERGY CONSERVATION CODE, 2012 EDITION; BY AMENDING SECTIONS 6-237 AND 6-238, TO ADOPT THE INTERNATIONAL FUEL GAS CODE, 2012 EDITION, WITH APPENDIX A AND AMENDMENTS THERETO; BY AMENDING SECTIONS 6-262 AND 6-263, TO ADOPT THE INTERNATIONAL MECHANICAL CODE, 2012 EDITION AND AMENDMENTS THERETO; BY AMENDING SECTIONS 6-287 AND 6-288, TO ADOPT THE INTERNATIONAL PLUMBING CODE, 2012 EDITION, TOGETHER WITH APPENDICES E AND F AND AMENDMENTS THERETO.
3. ORDINANCE NO. 4007 AMENDING THE CODE OF ORDINANCES OF THE CITY OF RICHARDSON, ADOPTING THE 2012 EDITION OF THE INTERNATIONAL FIRE CODE INCLUDING APPENDIX A-J AND AMENDMENTS THERETO BY AMENDING CHAPTER 8, ARTICLE II, SECTIONS 8-27, 8-28, 8-29, AND 8-30.

B. CONSIDER THE FOLLOWING RESOLUTIONS:

1. RESOLUTION NO. 13-12, ADOPTING THE CITY OF RICHARDSON CULTURAL ARTS MASTER PLAN; AND AUTHORIZING THE CITY MANAGER TO IMPLEMENT THE PLAN.
2. RESOLUTION NO. 13-13, DECLARING THE CITY'S SUPPORT OF AND CONSENT TO THE CREATION OF THE COTTON BELT COMMUTER RAIL IMPROVEMENT DISTRICT THROUGH THE PASSAGE OF SENATE BILL 1333.

C. AUTHORIZE THE ADVERTISEMENT OF BID #49-13 – NEIGHBORHOOD PARK TRAILS. BIDS TO BE RECEIVED BY TUESDAY, MAY 21, 2013 AT 2:00 P.M.

D. CONSIDER AWARD OF BID #43-13 – WE REQUEST AUTHORIZATION TO ISSUE CO-OP PURCHASE ORDERS TO CDWG GOVERNMENT, LLC, FOR AUDIO VISUAL AND TECHNOLOGY EQUIPMENT AND SECURITY SYSTEM FOR THE FIRE TRAINING CENTER/EMERGENCY OPERATIONS CENTER/BACKUP DISPATCH CENTER THROUGH THE NATIONAL INTERGOVERNMENTAL PURCHASING ALLIANCE CONTRACTS #120471 AND #083052-01 IN THE AMOUNT OF \$396,981.97.

E. CONSIDER AWARD OF COMPETITIVE SEALED PROPOSAL #903-13 – WE RECOMMEND THE AWARD TO RKM UTILITY SERVICES, INC. FOR THE DUBLIN DRIVE AND DOVER DRIVE FROM BELT LINE ROAD TO COLFAX DRIVE (PAVING, DRAINAGE & UTILITY IMPROVEMENTS) AND BRIDGE AESTHETICS AND CULVERT IMPROVEMENTS AT DUMONT DRIVE OVER HUNT BRANCH FOR A TOTAL AMOUNT OF \$2,920,266.70.

F. AUTHORIZE THE CITY MANAGER TO EXECUTE CHANGE ORDER NO. 5 TO PURCHASE ORDER NO. 121535 TO CORE CONSTRUCTION FOR THE LOOKOUT FIRE TRAINING AND EMERGENCY OPERATIONS FACILITY IN THE AMOUNT OF \$303,048.35.

THE RICHARDSON CITY COUNCIL WILL MEET AT 5:30 P.M. ON MONDAY, APRIL 22, 2013, IN THE RICHARDSON ROOM OF THE CIVIC CENTER/CITY HALL, 411 W. ARAPAHO, RICHARDSON, TEXAS. AS AUTHORIZED BY SECTION 551.071(2) OF THE TEXAS GOVERNMENT CODE, THIS MEETING MAY BE CONVENED INTO CLOSED EXECUTIVE SESSION FOR THE PURPOSE OF SEEKING CONFIDENTIAL LEGAL ADVICE FROM THE CITY ATTORNEY ON ANY AGENDA ITEM LISTED HEREIN. THIS BUILDING IS WHEELCHAIR ACCESSIBLE. ANY REQUESTS FOR SIGN INTERPRETIVE SERVICES MUST BE MADE 48 HOURS AHEAD OF THE MEETING. TO MAKE ARRANGEMENTS, CALL (972) 744-4100 OR (972) 744-4001.

WORK SESSION – 6:00 P.M.:

- Call to Order
- A. Review and Discuss Items Listed on the City Council Meeting Agenda
- B. Review and Discuss 2013 Summer Camp Preview
- C. Review and Discuss Joint Athletic Facility Feasibility Study with Spring Valley Athletic Association
- D. Review and Discuss the New Fire Training Center, Emergency Operations Center and Backup Emergency Dispatch Center
- E. Review and Discuss a Request from the North Central Texas Council of Governments Seeking Nominations for the Executive Board
- F. Report on Items of Community Interest

I CERTIFY THE ABOVE AGENDA WAS POSTED ON THE BULLETIN BOARD AT THE CIVIC CENTER/CITY HALL ON FRIDAY, APRIL 19, 2013, BY 5:00 P.M.

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CITY SECRETARY

**MINUTES**  
**RICHARDSON CITY COUNCIL**  
**WORK SESSION AND COUNCIL MEETING**  
**APRIL 8, 2013**

**WORK SESSION – 6:00 P.M.:**

• **Call to Order**

Mayor Townsend called the meeting to order at 6:00 p.m. with the following Council members present:

Bob Townsend	Mayor
Laura Maczka	Mayor Pro Tem
Mark Solomon	Councilmember
Scott Dunn	Councilmember
Kendal Hartley	Councilmember
Steve Mitchell	Councilmember
Amir Omar	Councilmember

The following staff members were also present:

Dan Johnson	City Manager
David Morgan	Deputy City Manager
Cliff Miller	Assistant City Manager Development Services
Don Magner	Assistant City Manager Community Services
Shanna Sims-Bradish	Assistant City Manager Admin/Leisure Services
Samantha Woodmancy	Management Analyst
Aimee Nemer	City Secretary
Michael Spicer	Director of Development Services
Steve Graves	Chief Information Officer
Eric Matthews	Deputy Chief Information Officer
Brian Peppard	Sr. GIS Programmer
Alan Palomba	Fire Chief
Steve Dossett	Assistant Fire Chief/Fire Marshal

**A. Review and Discuss Items Listed on the City Council Meeting Agenda**

Michael Spicer, Director of Development Services, reviewed Item 5, Variance No. 13-01.

**B. Review and Discuss the My Richardson Mobile Application**

Steve Graves, Chief Information Officer, explained and demonstrated the new My Richardson Mobile Application, an application in which residents can use to submit and track issues directly to the City via their mobile device.

**C. Review and Discuss the International Codes and Recommended Updates**

Alan Palomba, Fire Chief, reviewed the purpose of the International Codes explaining that they cover Fire, Building, Residential, Mechanical, Plumbing, Fuel Gas, Energy Conservation, and the Electrical Codes. He stated that staff recommends the adoption of the 2012 version of the respective codes by ordinance at the April 22<sup>nd</sup> Council Meeting.

**D. Review and Discuss Prospective Amendment of Article XXI-C of the Comprehensive Zoning Ordinance Concerning PD Planned Development District Regulations**

Michael Spicer, Director of Development Services, reviewed proposed amendments to the Planned Development ordinance, reasons to amend, and the benefits of the changes.

Proposed Amendments:

- Eliminate minimum lot area requirement
- Eliminate predetermined list of allowable uses to provide for all prospective uses
- Eliminate residential density limitation

Reasons to Amend:

- Decreasing supply of large, undeveloped tracts
- Increasing demand and need for infill and redevelopment (generally smaller scale)
- Standard zoning districts frequently a poor fit or not an option

Benefits:

- Expands opportunities for economic development
- Responsive to neighborhood context
- Provides comprehensive oversight of all development to the extent desired
- Preserves public hearing process and legislative discretion

**E. Review and Discuss the Neighborhood Leadership Workshop**

Don Magner, Assistant City Manager, reviewed the history of the Neighborhood Leadership Workshops, the goals and benefits of the program, and the upcoming Workshop schedule to be held on April 16<sup>th</sup>.

**F. Report on Items of Community Interest**

Councilmember Omar reported that the UTD Chess Team came in second place at the Four on Four Tournament.

Mayor Pro Tem Maczka congratulated and thanked staff and the Environmental Advisory Commission on a great Trash Bash.

**ADJOURN WORK SESSION AND CONVENE REGULAR MEETING**

The Work Session was adjourned at 7:22 and the Council Meeting was convened at 7:30 p.m.

- 1. INVOCATION – AMIR OMAR**
- 2. PLEDGE OF ALLEGIANCE: U.S. AND TEXAS FLAGS – AMIR OMAR**
- 3. MINUTES OF THE MARCH 25, 2013 AND APRIL 1, 2013 MEETINGS**

**Council Action**

Councilmember Omar moved to approve the Minutes as presented. Councilmember Hartley seconded the motion. A vote was taken and passed, 7-0.

**4. VISITORS**

Four speakers addressed Council on the following:

- Mr. Andrew Laska with concerns about changes to the Planned Development (PD) ordinance; stating that PD's should be limited. He suggested that the Comprehensive Zoning Ordinance should be reviewed if the City is receiving numerous requests for PD's.
- Mr. David Farnham spoke regarding the Rental Registration program and stated that his property has been registered since 2009 and was registered at the time of prosecution. He

requested that his statement and rental registration documentation be included in the Minutes. Mr. Farnham's documentation is on file with the City Secretary's office.

- Mr. Tommy Buie spoke in opposition to the Rental Registration Program; specifically regarding the case of Wendy Moore.
- Ms. Kim Telander spoke regarding a Group Home in her neighborhood. She expressed concern about potential former drug addicts living in the home within a residential neighborhood. Ms. Telander requested information about the Certificate of Occupancy and inspection process. Mayor Townsend informed her that a staff member would contact her.

#### **ACTION ITEMS:**

5. **VARIANCE 13-01: A REQUEST BY EYAD ALBELBAISI, REPRESENTING NAJAH CUSTOM HOMES, FOR APPROVAL OF A VARIANCE FROM CHAPTER 21, THE SUBDIVISION AND DEVELOPMENT ORDINANCE, TO ALLOW TWO ADJOINING RESIDENTIAL LOTS TO HAVE A NON-PERPENDICULAR LOT LINE TO THE TANGENT STREET LINE. THE SUBJECT PROPERTIES ARE LOCATED AT 301 & 305 MAPLE STREET.**

#### **Council Action**

Councilmember Solomon moved to approve as presented. Mayor Pro Tem Maczka seconded the motion. A vote was taken and passed, 7-0.

6. **CONSENT AGENDA:**

**ALL ITEMS LISTED UNDER ITEM 6 OF THE CONSENT AGENDA ARE CONSIDERED TO BE ROUTINE BY THE CITY COUNCIL AND WILL BE ENACTED BY ONE MOTION IN THE FORM LISTED BELOW. THERE WILL BE NO SEPARATE DISCUSSIONS OF THESE ITEMS. IF DISCUSSION IS DESIRED, THAT ITEM WILL BE REMOVED FROM THE CONSENT AGENDA AND WILL BE CONSIDERED SEPARATELY:**

- A. **CONSIDER RESOLUTION NO. 13-11, APPROVING THE TERMS AND CONDITIONS OF A RIGHT-OF-ENTRY AGREEMENT BY AND BETWEEN THE KANSAS CITY SOUTHERN RAILWAY COMPANY ("KCS") AND THE CITY OF RICHARDSON, TEXAS, AND AUTHORIZING ITS EXECUTION BY THE CITY MANAGER.**

- B. **AUTHORIZE THE ADVERTISEMENT OF THE FOLLOWING BIDS:**

1. **BID #40-13 – CITIZENS INFORMATION TELEVISION (CITY) EQUIPMENT AND FACILITY UPGRADES. BIDS TO BE RECEIVED BY THURSDAY, APRIL 25, 2013 AT 2:00 P.M.**
2. **BID #41-13 – 2010 STREET REHABILITATION PROJECT PHASE IV (PITTMAN STREET/GRACE DRIVE/S. LOIS LANE). BIDS TO BE RECEIVED BY THURSDAY, APRIL 25, 2013 AT 2:00 P.M.**
3. **BID #42-13 – SHERRILL PARK FENCE REHABILITATION AND PAINTING. BIDS TO BE RECEIVED BY THURSDAY, APRIL 25, 2013 AT 2:00 P.M.**

- C. **CONSIDER AWARD OF THE FOLLOWING BIDS:**

1. **BID #37-13 – WE RECOMMEND THE AWARD TO FIREBLAST 451, INC., FOR THE CITY OF RICHARDSON FIRE TRAINING CENTER LIVE FIRE**

**PROPS AND HIGH TEMPERATURE LINING SYSTEMS IN THE AMOUNT OF \$551,811.**

- 2. BID #45-13 – WE REQUEST AUTHORIZATION TO ISSUE A CO-OP PURCHASE ORDER TO EVANS CONSOLES, INCORPORATED FOR DISPATCH CONSOLES FOR THE FIRE TRAINING CENTER/EMERGENCY OPERATIONS CENTER/BACKUP DISPATCH CENTER THROUGH TEXAS MULTIPLE AWARD SCHEDULE CONTRACT #TXMAS-5-7110180 IN THE AMOUNT OF \$64,140.86.**
- 3. BID #46-13 – WE REQUEST AUTHORIZATION TO ISSUE A CO-OP PURCHASE ORDER TO GLOBAL INDUSTRIES, INC. C/O TURNKEY PROJECT SERVICES FOR FURNISHINGS FOR THE FIRE TRAINING CENTER/EMERGENCY OPERATIONS CENTER/BACKUP DISPATCH CENTER THROUGH TEXAS MULTIPLE AWARD SCHEDULE CONTRACT #TXMAS-3-7111010 IN THE AMOUNT OF \$60,132.04.**
- 4. BID #47-13 – WE REQUEST AUTHORIZATION TO ISSUE A CO-OP PURCHASE ORDER TO SYNETRA, INC. FOR ADDITIONAL CISCO NETWORK SWITCHES FOR THE FIRE TRAINING CENTER/EMERGENCY OPERATIONS CENTER/ BACKUP DISPATCH CENTER, THE HEIGHTS RECREATION CENTER, AND CITY THROUGH THE DEPARTMENT OF INFORMATION RESOURCES CONTRACT #DIR-SDD-1385 IN THE AMOUNT OF \$56,457.52.**
- 5. BID #48-13 – WE REQUEST AUTHORIZATION TO ISSUE A CO-OP PURCHASE ORDER TO DELL MARKETING L.P. FOR COMPUTERS FOR THE FIRE TRAINING CENTER/EMERGENCY OPERATIONS CENTER/BACKUP DISPATCH CENTER THROUGH THE DEPARTMENT OF INFORMATION RESOURCES CONTRACT #DIR-SDD-1951 IN THE AMOUNT OF \$62,307.54.**

**Council Action**

Councilmember Mitchell moved to approve the Consent Agenda as presented. Councilmember Hartley seconded the motion. A vote was taken and passed, 7-0.

**ADJOURNMENT**

With no further business, the meeting was adjourned at 7:54 p.m.

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MAYOR

ATTEST:

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CITY SECRETARY

**MINUTES**  
**RICHARDSON CITY COUNCIL**  
**WORK SESSION**  
**APRIL 15, 2013**

**WORK SESSION – 6:00 P.M.:**

• **Call to Order**

Mayor Townsend called the meeting to order at 6:00 p.m. with the following Council members present:

Bob Townsend	Mayor
Laura Maczka	Mayor Pro Tem
Mark Solomon	Councilmember
Scott Dunn	Councilmember
Kendal Hartley	Councilmember
Steve Mitchell	Councilmember
Amir Omar	Councilmember

The following staff members were also present:

Dan Johnson	City Manager
David Morgan	Deputy City Manager
Cliff Miller	Assistant City Manager Development Services
Don Magner	Assistant City Manager Community Services
Shanna Sims-Bradish	Assistant City Manager Admin/Leisure Services
Samantha Woodmancy	Management Analyst
Aimee Nemer	City Secretary
Mick Massey	Director of Parks and Recreation

Arts Commission:

Abby Kratz - Arts Commission Chair  
Richard Luttrell - Arts Commission Vice Chair  
Beth Kolman - Arts Commission  
David McNair - Arts Commission  
Curtis Dorian - Arts Commission  
Betty Peck - Arts Commission  
Barbara McNutt - Arts Commission

Consultant:

Joy Bailey Bryant - Lord Cultural Resources

**A. Visitors**

There were no visitors comments submitted.

**B. Presentation of Proclamation for Records Management Month**

Mayor Townsend presented the proclamation to Patti Tschirhart, Records Coordinator. The following Records Liaisons were also present for the recognition:

Steve Benson, Director of Library Services

Kim Kierce, Court Administrator  
Janine Gerfers, Facility Services  
Matthew Garret, Emergency Management  
Dennis Wooten, Animal Services  
Kristine Todd, Fire Department  
Pam Gidney, Tax  
Joe Linebaugh, Human Resources  
Vickie Schmid, Deputy City Secretary

**C. Joint Meeting of the City Council and Arts Commission to Review and Discuss the Cultural Arts Master Plan**

Shana Sims-Bradish, Assistant City Manager, presented this item for Council. She introduced consultant, Joy Bailey Bryant, Lord Cultural Resources who reviewed the Master Plan:

Priorities

- Cultivate a New Generation of Cultural Arts Participants
- Apply Richardson's Focus on Innovation to Cultural Arts
- Promote Richardson through Citywide Cultural Arts Offerings
- Focus on Strength in Numbers: Cultural Clusters and Districts
- Plan an Effective Cultural Tourism Strategy
- Maximize the Impact of the Richardson Arts Commission

Ms. Bryant also reviewed strategies to deploy the plan as well as communication and outreach to the community about the plan.

In closing, Ms. Sims summarized the Art Commission's next steps:

- Revise Arts Grant Criteria to reflect priorities identified in the Cultural Arts Master Plan (Initiated)
- Develop an online arts calendar in partnership with local arts organizations
- Hold a joint meeting with the Parks and Recreation Commission to discuss ideas on future collaborations
- Create a Public Art Master Plan to guide the community's efforts
- Continue to apply the expanded definition of cultural arts to community and city programs and initiatives
- Identify and develop short-term and long-term funding strategies for recommendations identified in the Cultural Arts Master Plan.

Mr. Johnson requested that a resolution be scheduled for a future agenda for the Council to formally adopt the Cultural Arts Master Plan.

**D. Review and Discuss the Construction of Durham Park and the Pedestrian Bridge at Breckenridge Park**

Mick Massey, Director of Parks and Recreation, reviewed the construction progress of Durham Park and the completion of the Breckenridge Park Bridge.

**E. Report on Items of Community Interest**

There were no items of Community Interest reported.

## **EXECUTIVE SESSION**

### **Council Action**

Council convened in Executive Session at 7:25 p.m.

- In compliance with Section 551.071 (2) of the Texas Government Code, City Council will convene into a closed session to seek the advice of the City Attorney concerning the qualifications and eligibility of individuals to serve on boards and commissions.
- In compliance with Section 551.074 of the Texas Government Code, City Council will convene into a closed session to deliberate the appointment of members to the following:
  - North Texas Municipal Water District
  - Zoning Board of Adjustment/Building & Standards Commission
- City Council will reconvene into open session, and take action, if any, on matters discussed in executive session.

### **Council Action**

Council reconvened into Regular Session at 7:55. There was no action as a result of the Executive Session.

## **ADJOURNMENT**

With no further business, the meeting was adjourned at 7:55 p.m.

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MAYOR

ATTEST:

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CITY SECRETARY



City of Richardson  
City Council Meeting  
Agenda Item Summary



Meeting Date: Monday, April 22, 2013

Agenda Item: *Visitors (The City Council invites citizens to address the Council on any topic not already scheduled for public hearing.)*

Staff Resource: Aimee Nemer, City Secretary

Summary: Members of the public are welcome to address the City Council on any topic not already scheduled for public hearing. Speaker Appearance Cards should be submitted to the City Secretary prior to the meeting. Speakers are limited to 5 minutes and should avoid personal attacks, accusations, and characterizations.

In accordance with the Texas Open Meetings Act, the City Council cannot take action on items not listed on the agenda. However your concerns will be addressed by City staff, may be placed on a future agenda, or by some other course of resolution.

Board/Commission Action: N/A

Action Proposed: Receive comments by visitors.



Meeting Date: April 22, 2013

Agenda Item: Consider appointments to the Zoning Board of Adjustment/Building & Standards Commission and the North Texas Municipal Water District Board and administer Oath of Office to new appointees upon approval.

Staff Resource: Dan Johnson, City Manager

Summary: The City Council met on April 15 to discuss appointments to the Zoning Board of Adjustment / Building & Standards Commission and the North Texas Municipal Water District Board. This item is set to provide Council the opportunity to take action regarding the various appointments.

Board/Commission Action: NA

Action Proposed: Take action making appointments to the boards and commissions listed above.



**ORDINANCE NO. 4004**

**AN ORDINANCE OF THE CITY OF RICHARDSON, TEXAS, ADOPTING STANDARDS OF CARE FOR YOUTH PROGRAMS OFFERED BY THE RICHARDSON PARKS AND RECREATION DEPARTMENT; PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Texas Human Resource Code, Section 42.041 (b) (4) establishes requirements to exempt recreational programs operated by municipalities for elementary age (5-13) children from State child care licensing; and

**WHEREAS**, in order to receive exempt status for a youth recreation program, a municipality must adopt standards of care by ordinance after a public hearing for the program, then submit a copy of program standards, a notice of the public hearing for the program and a copy of the ordinance adopting the standards to the State; and

**WHEREAS**, the City Council after conducting a public hearing and affording a full and fair hearing to all citizens, and in the exercise of legislative discretion, has concluded that the attached standards of care should be approved.

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF RICHARDSON, TEXAS:**

**SECTION 1.** That the standards of care for youth programs offered by the Parks and Recreation Department of the City of Richardson, Texas, attached hereto as Exhibit "A", are hereby adopted. As required by Texas Human Resource Code, Section 42.041(b)(14), the Standards adopted by this Ordinance include staffing ratios; minimum staff qualifications; minimum facility, health, and safety standards; and mechanisms for monitoring and enforcing the adopted local standards.

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

**SECTION 3.** That if any section, paragraph, clause or provision of this Ordinance shall for any reason be held invalid or unenforceable, the invalidity or unenforceability of such section, paragraph, clause, or provision shall not affect any of the remaining provisions of this Ordinance.

**SECTION 4.** This Ordinance shall take effect upon its passage and the publication of the caption, as the law and charter in such cases provide.

**DULY PASSED** by the City Council of the City of Richardson, Texas, on the 22<sup>nd</sup> day of April, 2013.

**APPROVED:**

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MAYOR

**CORRECTLY ENROLLED:**

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CITY SECRETARY

**APPROVED AS TO FORM:**

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CITY ATTORNEY  
(PGS:4-9-13:TM 60213)

**EXHIBIT "A"**  
**CITY OF RICHARDSON YOUTH PROGRAMS**  
**STANDARDS OF CARE**

**I. GENERAL INFORMATION/ADMINISTRATION**

- A. Purpose: To provide basic childcare regulations for recreation activities operated by the Richardson Parks and Recreation Department. This will allow the department to qualify as exempt from requirements of the Texas Human Resources Code.
- B. Implementation: Program will be the responsibility of the Parks & Recreation Department, with a Day Camp Coordinator supervising the overall program and Day Camp Directors and Leaders administering the program on-site.
- C. Programs: Regulations apply to three (3) on-going summer programs:
- Summer Day Camp (Kinder & Elementary)
  - Summer Playground Program
- D. Other: Each site will make available for the public and staff a current copy of the Standards of Care. Parents of participants will be provided a copy of Standards of Care during the registration process.
- E. Program Sites:
- \*Apollo Jr. High                      1600 Apollo Rd. Richardson, TX 75081
  - \*Heights Recreation Center   711 W. Arapaho Rd. Richardson, TX 75080
- \*RISD reserves the right to select an alternative site in case of summer repairs or maintenance requirements.
- F. Day Camp Objectives
1. To offer a program wide in scope and varied in activities of different recreational activities: sports, games, arts and crafts, education, drama, special events, field trips, tournaments, etc.
  2. To provide a pleasant and memorable experience in a loving atmosphere.
  3. To provide a safe environment always promoting good health and welfare for all.
  4. To teach children how to spend their leisure time wisely, in an effort to meet several needs: emotional, physical and social.
- G. Exemption Status: Once an exempt status is established, the Licensing Division will not monitor the recreational program. The Licensing Division will be responsible for investigating complaints of unlicensed childcare and for referring other complaints to the municipal authorities or, in the case of abuse/neglect allegation, to the local police authorities.
- H. Standards of Care Review: Standards will be reviewed annually and approved by the City Council after a public hearing is held to pass an ordinance regarding section 42.041(b)(14) of the Human Resources Code.
- I. Child Care Licensing will not regulate these programs nor be involved in any complaint investigation related to the program.

- J. Any parent, visitor or staff may register a complaint by calling Richardson Heights Recreation Center at 972-744-7850, Monday through Friday, 8:00 a.m. to 5:00 p.m.

## **II. STAFFING**

### **A. Day Camp Director-Job Descriptions and Essential Job Functions**

#### Essential Job Functions:

1. Assists in the planning, budget reporting, scheduling and implementation of the day camp program.
2. Supervise summer staff that includes Day Camp Leaders and Leaders in Training.
3. Implement lesson plans as needed and assist day camp staff with keeping activities on schedule.
4. Plan and lead activities such as sports, games, arts and crafts, music and field trips.
5. Prepare payroll and maintain budget information.
6. Keep attendance records and camper information forms.
7. Communicate courteously and effectively with the other city employees, citizens and program patrons.
8. Implement appropriate discipline procedures when necessary.
9. Attend mandatory staff training session and conduct staff meetings as required.

#### Qualifications:

1. Must be mature, responsible and able to complete duties with minimal supervision.
2. Must be able to communicate well with the public, and skilled at interacting with children.
3. Must be skilled in supervising children of varying age levels in a group setting.
4. Must have First Aid and CPR certification prior to start of camp.
5. Must have a valid Texas Class C Driver's License.
6. Must complete departmental day camp staff training.
7. Must have previous experience supervising children in a day camp setting.
8. Must have previous experience supervising staff.
9. Must have strong organizational skills and have the ability to adapt easily to change.
10. Must pass city criminal background check prior to hiring.

### **B. Day Camp Leader-Job Descriptions and Essential Job Functions**

#### Essential Job Functions:

1. Supervise programs and activities of the program during all scheduled hours
2. Maintain supply inventory.
3. Effectively follow lesson plans and instructions from Director.
4. Complete incident and accident reports effectively relating to participating patrons.
5. Communicate courteously and effectively with the other city employees, citizens and program patrons.
6. Attend mandatory staff training session and conduct staff meetings as required.

#### Minimum Qualifications:

1. Must be mature, responsible and able to complete duties with minimal supervision.
2. Must be able to communicate well with the public, and skilled at interacting with children.

3. Must have experience working with children and the ability to cope with large groups of children and high noise levels.
  4. Must have First Aid and CPR certification prior to start of camp.
  5. Must be 16 years of age at the time of application.
  6. Must complete departmental day camp staff training.
  7. Must pass city criminal background check prior to hiring.
  8. Knowledge or skills in recreational games, sports, crafts and other activities.
- C. Other Requirements
1. Staff must complete the mandatory training program of at least 25 hours, in addition to planning hours with site staff prior to the start of camp. This training includes a departmental orientation, customer service, behavioral issues and discipline, as well as practical skills on activities for children in games, songs and crafts.
  2. Staff must exhibit competency, good judgment and self-control throughout the duration of the camp.
  3. Staff should relate to the children with courtesy, respect, acceptance and patience.
  4. Staff shall not abuse or neglect children.
- D. Criminal Background Checks: Criminal background checks will be conducted on prospective Day Camp employees.
- E. A prospective employee will be subject to a drug test prior to hiring.
- F. Staffing Ratios: The staff ratio will be 1 staff member per 10 children, ages 5-13 while on site and 1 staff member per 6 children off site.

### **III. FACILITY STANDARDS**

- A. Emergency evacuation and relocation plans will be posted at each facility.
- B. Day Camp Directors and Leaders will inspect sites frequently for any sanitation or safety concerns. Those concerns should be passed on to the Camp Supervisor.
- C. Each camp must have a first aid kit. This shall be checked and stocked on a weekly basis by the on site Camp Directors. It shall include at the minimum bandages, first aid cream, rubber gloves, Neosporin, alcohol wipes, hot/cold packs, gauze, tweezers, ace bandages and scissors.
- D. In a situation where evacuation is necessary, the first priority of staff is to make sure all participants are in a safe location.
- E. Program sites will be inspected annually by the Fire Marshall. Each Facility Manager is responsible for compliance with Fire Marshall's directives.
- F. The recommended number of fire extinguishers shall be inspected prior to camp and indicate that they are properly charged.

- G. Medication will only be administered with written parental consent. Prescription medications shall be left with staff in their original container, labeled with the child's name, date, directions and physician's name. Medication shall be dispensed only as stated on the bottle, and not past the expiration date.
- H. Non-prescription medicine with the child's name and date on the medication may be brought if in the original container. Non-prescription medication will only be administered with written parental consent.
- I. Each indoor site shall have adequate indoor toilets and lavatories located such that children can use them independently and program staff can supervise as needed. Outdoor sites shall provide portable toilets based on number of children attending each day. Ratio of toilet to children will be 1:17.
- J. All participants must wear appropriate footwear daily. Sandals and flip flops will be allowed only in the pool area.

#### **IV. SERVICE STANDARDS-Day Camp Staff**

This information will be provided to each staff as a part of the day camp manual:

- A. Camp staff shirts, shorts and tennis shoes are to be worn at all times.
- B. City issued employee I.D. should be worn and clearly visible at all times except during swim time.
- C. Camp participants and parents will be treated with respect at all times.
- D. Camp staff will take it upon themselves to resolve complaints. Do not refer a customer to another staff person. If you are unable to resolve the complaint on the spot, take the customer's name and phone number, investigate complaint resolution and then follow up with the customer.
- E. Camp staff will keep parents informed of camp activities. A weekly schedule will be distributed on the Monday of each week and extra copies will be kept with the sign in log daily.
- F. Camp staff will note details of behavior of campers (accomplishments, discipline problems, general activities, etc.) and update parents on a daily basis if there is a problem.
- G. Camp staff will monitor the sign in/out log at all times.
- H. Camp staff will clean rooms after each activity. Floors will be swept/vacuumed, tables and chairs stacked, supplies put away. This is extremely important due to the fact that rooms are used throughout the day by other groups.
- I. Camp staff will spend 100% of their time actively involved with campers and/or parents.

## V. OPERATIONAL ISSUES

- A. Emergency Phone numbers are kept with the Day Camp Director on field trips. Those numbers include fire, police, and ambulance services.
- B. A Day Camp Manual is given to every Day Camp Director and Leader. An additional manual will be located at each site where all staff can have access to the manual, which outlines the following:
  - 1. Discipline Issues
  - 2. City Rules and Regulations
  - 3. Forms that must be filled out
  - 4. Service Standards
  - 5. Game/activity leadership
  - 6. Ways to interact with children
- C. Sign in-sign out sheets will be used every day. Only adults listed on sign-in/out release will be allowed to pick up children. An authorized person must enter the building, present appropriate identification and sign the sheet in order for staff to release the child.
- D. Emergency evacuation and relocation plans will be posted at each facility.
- E. Parents will be notified regarding planned field trips and provided the required release forms.
- F. Enrollment information will be kept and maintained on each child and shall include:
  - 1. Child's name, birth date, home address, home telephone number, physician's phone number and address and phone numbers where parents may be reached during the day.
  - 2. Names and telephone numbers of persons to whom the child can be released.
  - 3. Field trip release form as needed.
  - 4. Liability waiver.
  - 5. Parental consent to administer medication, medical information and release on participant.
- G. Staff shall immediately notify the parent or other person authorized by the parent when the child is injured or has been involved in any situation that placed the child at risk.
- H. Staff shall notify parents or authorized persons of children in the facility when there is an outbreak of a communicable disease in the facility that is required to be reported to the County Department of Health. Staff must notify parents of children in a group when there is an outbreak of lice or other infestation in the group.
- I. Discipline:
  - 1. Discipline and guidance of children will be implemented in a consistent manner based on the Richardson Parks & Recreation Behavior Modification and Re-Enforcement Policy:
    - a. **First Offense** – warning
    - b. **Second Offense** – separation/time out (5 min.)
    - c. **Third Offense** – removal from activity (10 min.)
    - d. **Fourth Offense** – removal from activity and sent to Director (20 min.)
    - e. **Fifth Offense** – severe clause; removal of child from program

2. Under no circumstances will there be cruel or harsh punishment or treatment.
3. Incident reports will be filled out on any disciplinary cases, and information is to be shared with parents when picking up the child or sooner, when extreme cases occur. Continued disciplinary problems will result in the participant being asked to leave the program.
4. A deliberate action of harm to any camper or leader, vandalism, possession of a concealed weapon or controlled substance, emotional outbursts or tantrums, uncooperative attitude or any severe discipline problem disruptive to the program will result in immediate measures to remove the child from camp.

J. Illness or Injury

1. Parents shall be notified in cases of illness or injury.
2. An ill child will not be allowed to participate if the child is suspected of having a temperature and/or accompanied by behavior changes or other signs or symptoms until medical evaluation indicates that the child can be included in the activities. In the event an injury cannot be administered through basic first aid, staff will call 911.
3. When an injury occurs, an incident report shall be filled out immediately. The form shall be filled out completely with the original sent to the Community Events Supervisor's office and a copy kept in the Day Camp files.

**VI. GENERAL GUIDELINES FOR CHILDREN**

As a part of the Day Camp Manual, staff will be given the following information:

- A. Children must stay off of tables, counter tops, ping pong tables, etc.
- B. Children should walk in the building. Running is permitted only in designated areas.
- C. Bouncing and throwing balls is permitted only in the gym.
- D. Active games using equipment that can cause damage to window, shades, lights, and ceilings must be played only in the gym.
- E. Children must show respect for staff and each other.
- F. Children must wear shoes at all times.
- G. Children must be contained and not allowed to filter in with the general public. You must know where each and every child is AT ALL TIMES.

**VII. ACTIVITIES**

- A. Activities for each group will be planned according to the participant age, interest and ability. The activities should be flexible and promote social and educational advancement.
- B. A weekly calendar of activities will be posted for parents the Monday of that week of camp.
- C. When taking field trips, staff will:

1. Count everyone before they leave the program site as well as prior to leaving the field trip site.
2. Carry medical information on each child and necessary medications with them on the trip.
3. Carry a first aid kit.
4. Carry a cell phone for emergency use.
5. Encourage participants to wear camp shirts so that children are easily identified.

#### **VIII. MONITORING AND ENFORCEMENT**

Standards of care established by the City of Richardson will be monitored and enforced by City of Richardson Departments responsible for their respective areas as identified:

- A. Health and safety standards will be monitored and enforced by the City's Police, Fire, Health and Code Enforcement Departments.
- B. Staff and program issues will be monitored and enforced by the Richardson Parks and Recreation Department. The Day Camp Coordinator shall visit each site on a daily basis. Camp Directors are responsible for visually checking the camp activities on a daily basis. When this staff is not available, another full-time staff person is responsible for the daily check.



City of Richardson  
City Council Meeting  
Agenda Item Summary



City Council Meeting Date: Monday, April 22, 2013

Agenda Item: VAR 13-05 Campbell Plaza Shopping Center

Staff Resource: Michael Spicer, Director of Development Services

**Summary**  
This is a request for approval of a variance to the Subdivision and Development Code, Article III, Section 21-52(i) (Off-street Parking) to allow an 11-space reduction to the required parking for the Campbell Plaza Shopping Center located at 581 W. Campbell Road.

**Board/Commission Action:** On April 2, 2013 the City Plan Commission unanimously recommended approval of the request.

**Action Proposed**  
The City Council may approve the request as presented, approve with conditions, or deny.

## **VARIANCE 13-05**

### **Attachments:**

1. Locator
2. Staff Report
3. List of Approved Parking Variances for Multi-tenant Retail Centers
4. Applicant's Statement
5. Variance Exhibit
6. Parking Survey
7. CPC Minutes from April 2, 2013
8. Notice of Variance Request
9. Notification List
10. Notification Map



**VAR 13-05**  
**Campbell Plaza Shopping Center**  
**581 W. Campbell Road**



**CITY COUNCIL  
BACKGROUND INFORMATION  
April 22, 2013**

**Variance 13-05**

**SUMMARY**

**Owner:** Campbell Plaza, Ltd.

**Applicant:** Camie Young

**Project Name:** VAR 13-05 Campbell Plaza Shopping Center

**Location:** 581 W. Campbell Road

**Request:** This is a request for approval of a variance to the Subdivision and Development Code, Article III, Section 21-52(i) (Off-street Parking) to allow an 11-space reduction to the required parking for the Campbell Plaza Shopping Center.

**CPC Action:** On April 2, 2013 the City Plan Commission unanimously recommended approval of the request.

**Notification:** This request is not a public hearing and specific notification is not required by State Law. As a courtesy, adjacent property owners received written notification.

**Correspondence:** To date, no written correspondence has been received.

**DEVELOPMENT SUMMARY**

**Land Area:** 1.67 acres (72,567 sq. ft)

**Zoning:** LR-M(2) Local Retail District

**Existing Development:** 22,400 sq. ft. multi-tenant retail center

**Adjacent Land Use/ Zoning:**  
*North* Convenience store with fuel pumps, an automotive repair, and a carwash; zoned LR-M(2) Local Retail.

<i>East</i>	Multitenant retail center and a freestanding restaurant; zoned LR-M(2) Local Retail.
<i>South</i>	Adult daycare center; zoned LR-M(2) Local Retail.
<i>West</i>	Multitenant retail center and a carwash; zoned LR-M(2) Local Retail.

## **BACKGROUND INFORMATION**

### **Background:**

Under the Subdivision and Development Code, required off-street parking spaces for all uses must be provided in accordance with the gross floor area of the buildings on the subject property. The approved site plan, dated September 18, 1979, indicates a 22,400 square foot building with 91 parking spaces. The site is served by a single drive along Campbell Road, and there is access between the adjacent properties via a mutual access easement, but there is not a shared parking agreement. In 1994, the retail center received a 12-space parking reduction to accommodate the existing uses (retail and restaurants), and a martial arts school.

Based on the current uses within the center, and assuming retail for the two vacant lease spaces, 114 parking spaces are required; however, 91 spaces are provided (23 spaces deficient). The retail center is currently deficient due to the uses that were permitted to locate within the building including, religious institutions, office, restaurant, and hookah lounge, which have a more stringent parking ratio than retail.

Since the center is currently deficient in the number of required parking spaces, no additional tenants can occupy the two vacant spaces, totaling 3,000 square feet, without securing a parking variance. To accommodate the leasing of the remaining vacant spaces, the applicant is requesting an additional 11-space parking variance for a combined total reduction of 23 spaces or 20% (combined with the previous variance).

The applicant conducted a parking survey of the center and the results have been included with this staff report. The survey shows a maximum of 51

spaces were occupied (40 unoccupied spaces) during the weekdays (Friday between 7:00-8:00 P.M.), and a maximum of 39 spaces were occupied (52 unoccupied spaces) on the weekends (Saturday between 7:00-8:00 P.M.). Staff has visited the site to review the parking demand and concurs with the results of the submitted parking survey.

Staff has included a list of similar parking variances to provide the City Council with a historical perspective of previously approved cases. The list indicates variances granted from 1% to a maximum of 20% with an average of 9% reduction.

<i>MULTI-TENANT RETAIL CENTERS/MIXED USE PROJECTS (sorted by variance percentage)</i>			
<b>PROJECT</b>	<b>LOCATION</b>	<b>REDUCTION GRANTED</b>	<b>DATE</b>
Kebab 'n Curry (restaurant in strip center)	401 N. Central Expressway	8-space ( <b>20%</b> ) variance (41 required by code, 33 required per variance).	03-1991
Campbell Plaza Shopping Center – Fox & Hound (parking reduction granted by zoning special condition)	104 - 180 W. Campbell Road	Modified ratio of 1 space/172 g.s.f. for 20,000 s.f. restaurant/ indoor amusement facility (in lieu of 1/100 required by code). As applied, resulted in 84-space (10%) reduction. This center also utilized the standard 10% reduction permitted for retail centers of 100,000 g.s.f. and larger, reducing required parking by an additional 74 spaces, for a total reduction of 158 spaces ( <b>19% total reduction</b> ). 827 spaces required by code before applying reductions, 669 required after reductions applied.	12-2001 (Ord. 3372-A)
Promenade Shopping Center (Central Section) and Wal-Mart Neighborhood Market	410 – 630 N. Coit Road (excludes 500 N. Coit)	86-space ( <b>15%</b> ) overall reduction permitted on two lots (subject to shared parking agreement).	01-2002
Citipointe Church in Campbell Road Village Shopping Center	605 & 635 W. Campbell Road	57-space variance for 200-seat church. Including the church, 413 spaces are required for the entire center by code, 356 required per variance. As applied, results in a <b>14%</b> reduction for the entire center. Limited to Citipointe Church occupying suites 201 & 210.	2005
North Rich Plaza Shopping Center	525 W. Arapaho Road	40-space variance (349 required, 314 provided), equals <b>13%</b> .	09/2012
Camelot Shopping Center	580 W. Arapaho Road	60-space variance (499 required, 314 provided), equals <b>12.02%</b> .	12-2006 (Ord. 3584)
Karate Studio in strip center	581 W. Campbell Road	12-space reduction for karate studio. As applied, resulted in a <b>12%</b> overall reduction for the entire center (104 required by code, 92 required per variance).	12-1994
Restaurant in multi-tenant building	318 S. Central Expressway	8-space ( <b>11%</b> ) variance (71 required by code, 63 required per variance).	03-1995
Westwood Shopping Center (adjacent to Kroger)	200 N. Coit Road (formerly 100 N. Coit Rd.)	Modified ratio of 1 space/200 g.s.f. for all uses (27,450 s.f. total building area; maximum 4% [1,098 s.f.] for restaurants). As applied, equal to a 13 space ( <b>11%</b> ) variance (123 spaces required by code, 110 spaces required by modified ratio).	01-1990
University Village Shopping Center (L.A. Fitness)	1407 & 1501 E. Belt Line Road	<b>10%</b> (63-space) variance (631 required by code, 568 required per variance). Also permitted use of shared parking agreement if property is subdivided into more than one lot.	02-2006
DFW Chinatown Shopping Center (formerly Richardson Terrace S.C.)	400 N. Greenville Avenue	59-space ( <b>10%</b> ) variance (591 required by code, 532 required per variance).  The 10% reduction was extended for additional building square footage, resulting in a 63-space variance (632 spaces required by code, 569	08-2004  07-2005

		required per variance).	
Promenade Shopping Center (Southern Section)	300 N. Coit Road	96-space ( <b>9%</b> ) variance (1,010 required by code, 914 required per variance).	06-1996
Terrace Supreme Shopping Center	SEC Greenville Ave. at Terrace Dr.	16-space ( <b>9%</b> ) variance (178 spaces required by code, 162 required per variance).	01-1995
Restaurant in multi-tenant retail strip	115 Spring Valley Village	4-space ( <b>9%</b> ) variance (43 required by code, 39 required per variance).	09-1993
Prosper Center	201 S. Greenville Avenue	8-space ( <b>8%</b> ) variance in the number of required off-street parking for a multi-tenant retail center.	02-2007
Richland Village Shopping Center	1310 E. Belt Line Road	( <b>8%</b> ) variance in number of required off-street parking for a multi-tenant retail center.	07-2007
Prosper Center (parking reduction granted by zoning special condition)	201 S. Greenville Avenue	7-space ( <b>8%</b> ) reduction in parking spaces required on-site (total 89 spaces provided for retail center – 82 on-site and 7 off-site on adjacent apartment tract via shared parking agreement).	03-2004 (Ord. 3453-A)
Camelot Shopping Center	580 W. Arapaho Road	38-space variance (477 required, 439 provided), equals <b>7.97%</b> .	6-2006 (Ord. 3558)
Spring Valley Square Shopping Center	1400, 1430, & 1466-1490 W. Spring Valley Rd.	20-space ( <b>7.4%</b> ) variance (268 required by code, 248 required per variance). Must maintain a tenant mix requiring no more than 268 spaces per code.	09-2003
Govindji Plaza (jewelry store in strip center)	235 N. Central Expressway	2-space ( <b>6%</b> ) variance (33 required by code, 31 required per variance).	10-2000
Restaurant in Kondos & Kondos Law Office Building	1595 N. Central Expressway	5-space ( <b>6%</b> ) variance (79 required for office/restaurant combo, 74 required per variance).	05-1987
Dickey's BBQ in Arapaho Station retail center	1140-1190 N. Plano Road	20-space ( <b>5%</b> ) variance; (427 required by code, 407 required per variance).	02-1995
Texas Commerce Bank (in multi-tenant strip center)	1600 N. Plano Road	12-space ( <b>5%</b> ) variance (248 required by code, 236 required per variance).	12-1991
China Plaza (multi-tenant center)	105-115 S. Greenville Ave.	3-space ( <b>4%</b> ) variance (69 required by code, 66 required per variance).	1993
Northpark Savings Center (restaurant in strip center)	279-299 W. Campbell Road	2-space ( <b>4%</b> ) variance (46 required, 44 required per variance).	09-1993
Canyon Creek Square Shopping Center (formerly Fleetwood Square)	320-350 W. Campbell Road	4-space ( <b>3%</b> ) variance (115 required by code, 111 required per variance).	07-1988
Sandwich shop (located inside office building)	801 E. Campbell Road	5-space ( <b>1%</b> ) variance (530 required by code, 525 required per variance). Current policy does not generally require additional parking for "accessory" restaurants in office/industrial buildings.	06-1986
The Shire	3600, 3610, 3650 Shire Blvd. and 2121 E. Infocom	Permitted sharing of parking spaces on three separately platted, contiguous lots with a shared parking agreement approved by City Attorney ( <b>no parking reduction granted</b> ).	04-2006
Canyon Creek Square	202-238, 300,	Permitted sharing of parking spaces on three	08-2006

Shopping Center and Luby's Restaurant	and 320-350 W. Campbell Road	separately platted, contiguous lots with a shared parking agreement approved by City Attorney ( <b>no parking reduction granted</b> ).	
Richwood Square Shopping Center	2111-2159, 2165, and 2169-2187 E. Buckingham Road	Permitted sharing of parking spaces on three separately platted, contiguous lots with a shared parking agreement approved by City Attorney ( <b>no parking reduction granted</b> ).	01-2007
Arapaho Village Shopping Center	SWC Arapaho Road at West Shore Drive	Modified ratio of 1 space/250 g.s.f. for retail; all other uses per code ( <b>no percentage established</b> ).	12-1989
Galatyn Urban Center	East of Central Expwy. between Lookout Drive and Galatyn Parkway	Zoning permits use of ULI shared-parking methodology to reduce total number of spaces provided for multiple uses with non-overlapping peak hours ( <b>not a variance per se – no percentage established</b> ).	03-1999 (Ord. 3216-A)
Karate Studio in multi-tenant office/industrial building	1350 E. Arapaho	10-space variance w/parking agreement between 3 sites ( <b>no percentage established</b> ).	04-1994

# CAMPBELL PLAZA, LTD

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7005 Chase Oaks Blvd, #200, Plano TX 75025, Ph (469) 916-8888, Fax (469) 916-8889

February 25, 2013

City of Richardson  
Development Services Department  
411 W. Arapaho Road  
Richardson, TX 75080

Re: Application for Parking Variance

Dear Sir or Madam,

Campbell Plaza has 91 spaces at present for retail shopping with 22,400 sf. We had previously obtained a parking variance for 12 additional spaces back in 1994 for a total of 103. We would like to request an additional variance for 11 to bring the allowance up to 114 so that the center can fully rent its vacant spaces.

Based on the present occupancy and the nature of the Center, the parking requirements are calculated as follows:

<u>Uses</u>	<u>Square footage</u>	<u>Parking Req</u>	<u>Total</u>
Churches	3,400 sf (1 space/3 seats)	10	
Restaurant/Hookah	6,000 sf. (1/100 sf)	60	
Retails	11,500 s.f.		
	First 10,000 s.f.(333 spaces)	30	
	Remain 1,500 s.f.(200 spaces)	8	
Office	1,500 s.f. (1/250 sf)	6	
	Minimum Requirement		114

A survey of the number of cars parked in a week's time has been done by the management staff (see attachment). The survey indicates that the parking lot is not nearly fully used. The churches only meet on Sundays and once or twice on week days during the evening. Campbell Plaza also has one tenant that does not open until 3:30 pm daily.

The shopping center does not have any space for constructing more parking spaces.

Therefore, we would like to request an additional variance of 11 more parking spaces to have a total of 114. The reason for asking for an additional parking variance is:

1. Eleven more spaces are needed to rent the vacant spaces of 3,000 sq ft as a retail.

Currently, we have a Chinese take-out and a donut shop that are ready to finalize leases. We would be most grateful to have the above variance granted.

Thank you very much.

Camie Young  
Property Manager

# Campbell Plaza

581 W Campbell Road, Richardson, TX 75080

February 2013

<u>Unit</u>	<u>Use</u>	<u>Suite</u>	<u>Size (sq ft)</u>
Stanza Textbook	Retail	101	3,000
Da Nu U Barber Shop	Retail	105	1,500
Donut Shop (Proposed Tenant)	(Proposed Retail)	107	1,500
Chinese Take Out (Proposed Tenant)	(Proposed Retail)	109	1,500
Cairo Café	Hookah Lounge	113 & 111	3,000
Mezza Café	Restaurant	114	1,500
Bodyworks UTD	Office	115	1,500
Church	Church	119	1,500
La Rosette Bakery	Retail	121	1,500
Nick's Tailor Shop	Retail	123	1,000
Living God Church	Church	125	1,900
Fadia's Deli	Retail	127	1,500
Olive Oil Pizza	Restaurant	129	1,500
			22,400

Parking Required Based on the above Roster	114 Spaces
Current Parking Spaces Provided	91 Spaces
Previous Variance from 1994	12 Spaces
Total	<u>103</u> Spaces
Current Variance Request (114 - 103)	11 Spaces

# Campbell Plaza

## Parking Survey

581 W. Campbell Rd, Richardson TX 75080

Dates: Feb 6th-12th, Feb 25th-Mar 3rd

Day	Date	8-10am		12-1pm		5-7pm	
		Number of Spaces Occupied	% of Total Spaces	Number of Spaces Occupied	% of Total Spaces	Number of Spaces Occupied	% of Total Spaces
Monday	Feb 11th	8	7.69%	21	20.19%	25	24.04%
Tuesday	Feb 12th	11	10.58%	30	28.85%	31	29.81%
Wednesday	Feb 6th	11	10.58%	22	21.15%	36	34.62%
Thursday	Feb 7th	10	9.62%	28	26.92%	39	37.50%
Friday	Feb 8th	10	9.62%	29	27.88%	38	36.54%
Saturday	Feb 9th	25	24.04%	32	30.77%	30	28.85%
Sunday	Feb 10th	24	23.08%	21	20.19%	31	29.81%

Day	Date	7-8pm	
		Number of Spaces Occupied	% of Total Spaces
Monday	Feb 25th	29	27.88%
Tuesday	Feb 26th	43	41.35%
Wednesday	Feb 27th	42	40.38%
Thursday	Feb 28th	30	28.85%
Friday	Mar 1st	51	49.04%
Saturday	Mar 2nd	39	37.50%
Sunday	Mar 3rd	32	30.77%



## **VARIANCES**

3. **Variance 13-05:** Consider and take necessary action on a request by Camie Young, representing Campbell Plaza, Ltd., for a variance to the Subdivision and Development Code, Article III, Subsection 21-52(i), *Off Street Parking*, to allow a reduction in the number of required parking spaces for the Campbell Plaza shopping center located at 581 W. Campbell Road.

Mr. Bireima advised that the applicant was requesting a variance to the City's Subdivision and Development Code to facilitate a reduction in the required parking that would in turn allow the applicant to lease the remaining two vacant retail spaces. He added that the applicant provided a parking study and at the peak times only 51 of the 91 parking spaces were occupied.

Chairman Gantt asked if the building configuration or parking lot had been changed since it was originally constructed.

Mr. Bireima replied that no changes had taken place since then.

Chairman Gantt and Commissioner Frederick stated that the property was adjacent to a large shopping center with ample parking and, based on the parking survey, they did not have an issue with the request.

**Motion:** Commissioner Frederick made a motion to recommend approval of Variance 13-05 as presented; second by Commissioner Bright. Motion approved 7-0.



# Notice of Variance Request

## City Plan Commission • Richardson, Texas

An application has been received by the City of Richardson for variances to Chapter 21, Subdivision and Development Ordinance.

**File No./Name:** VAR 13-05  
**Property Owner:** Campbell Plaza, Ltd.  
**Applicant:** Camie Young, Campbell Plaza, Ltd.  
**Address:** 581 W. Campbell Road

**Request:** Request for approval of a variance from the Subdivision and Development Code, Article III, Section 21-52(i) [*Off-Street Parking*] to allow a reduction in required parking for a multi-tenant retail building.

The City Plan Commission will consider this request on:

**TUESDAY, APRIL 2, 2013**  
**7:00 p.m.**  
**City Council Chambers**  
**Richardson City Hall, 411 W. Arapaho Road**  
**Richardson, Texas**

As a courtesy, adjacent property owners who may be affected by this request are receiving written notification of this meeting; as such ownership appears on the last approved city tax roll.

**PROCESS FOR PUBLIC INPUT:** This item is not a public hearing and specific notification is not required by State law.

While all interested persons are invited to attend the meeting, those wanting their views to be made a part of the public record, may send signed, written comments, referencing the file number above, prior to the date of the hearing to: Development Services Department, P.O. Box 830309, Richardson, TX 75083.

The City Plan Commission may recommend approval of the request as presented, recommend approval with additional conditions or recommend denial. Final approval of this application requires action by the City Council.

**AGENDA:** The City Plan Commission agenda for this meeting will be posted on the City of Richardson website the Saturday prior to the meeting. For a copy of the agenda, please go to: <http://www.cor.net/DevelopmentServices.aspx?id=11512>

For additional information, please contact the Department of Development Services at 972-744-4240 and reference this variance number.

Date Posted and Mailed: March 25, 2013

BAINS BROTHERS LLC  
591 W CAMPBELL RD  
RICHARDSON, TX 75080-3326

TENG SHAN MEI CHU  
11029 SHADY TRL #123  
DALLAS, TX 75229-7653

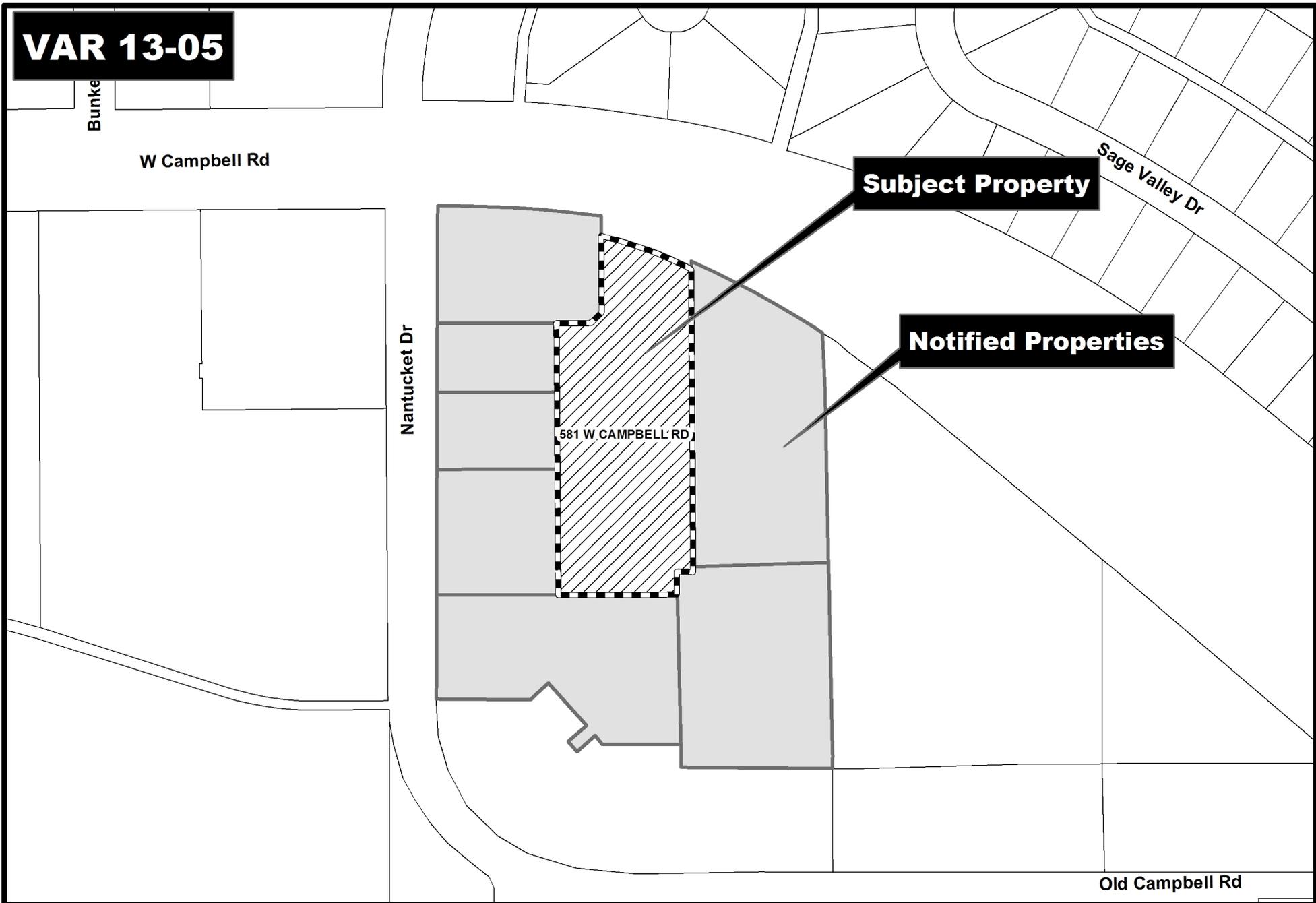
MARINO MICHAEL J  
6901 NORTHWOOD RD  
DALLAS, TX 75225-2437

WARD LARRY J  
4647 FM 1768  
OLNEY, TX 76374-6308

GRIFFITH BALIE & BEVERLY  
1206 W 6TH ST  
AUSTIN, TX 78703-5209

**VAR 13-05**  
Notification List

# VAR 13-05



**VAR 13-05 Notification Map  
Campbell Plaza Shopping Center  
581 W. Campbell Road**





City of Richardson  
City Council Meeting  
Agenda Item Summary



**City Council Meeting Date:** Monday, April 22, 2013

**Agenda Item:** Brick Row Cabana

**Staff Resource:** Michael Spicer, Director of Development Services MS

**Summary:** A request for approval of building elevations for a one-story, 900 square foot cabana for a community pool located at 152 Brick Row, on the south side of Brick Row, west of the creek. The proposed elevations use similar facade materials to those approved with Buildings A, B, C, D, and E and conform to the concept elevations as approved in January 2012.

**Board/Commission Action:** April 2, 2013, the City Plan Commission unanimously recommended approval of the request as presented.

**Final Action:** The City Council may approve the request as presented, approve with conditions, or deny.

# **Brick Row Cabana and Pool**

## Attachments:

1. Locator
2. Building Elevations Staff Report
3. Building Elevations
4. Current approved development plans (October 2012)
  - a. Building elevations
5. Concept Plans (January 2012)
  - a. Building elevations
6. Minutes from the April 2, 2013 CPC meeting



**Subject Site**  
**0.24-acres**

McKamy Park Cir

Brick Row

Alexandra Ave

Jacob Dr

Matthew Pl

**Cabana and Pool**  
**152 Brick Row**



**CITY COUNCIL  
BACKGROUND INFORMATION  
April 22, 2013**

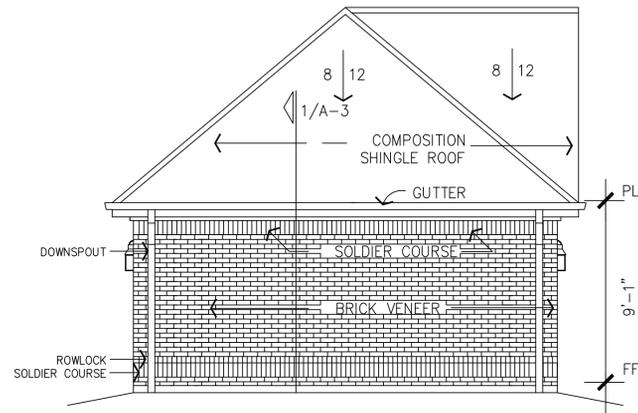
**Building Elevations**

**PROJECT SUMMARY**

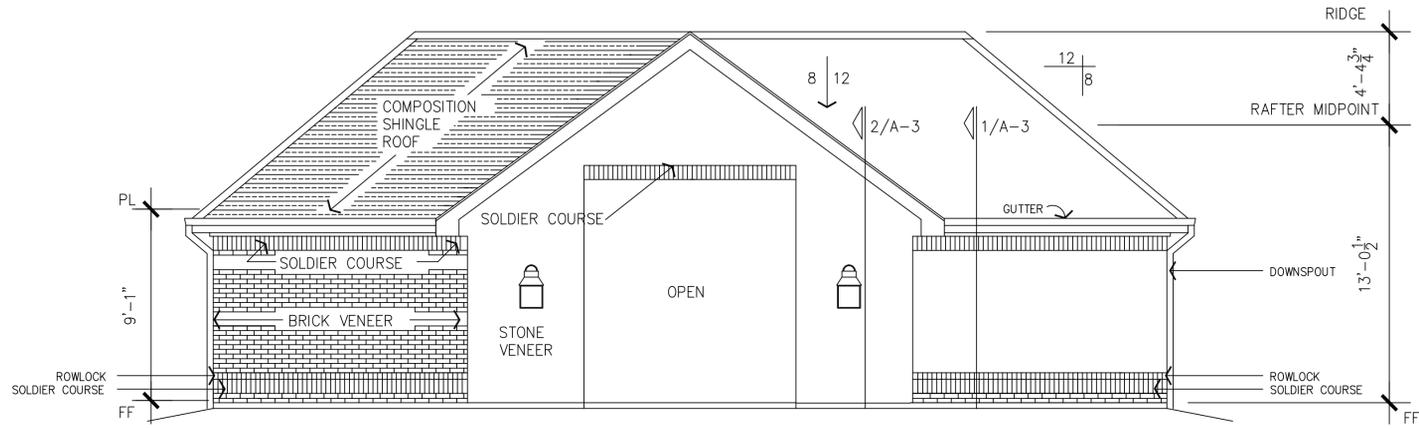
<b>Project:</b>	<b>Brick Row Cabana</b>
<b>Location:</b>	152 Brick Row
<b>Staff Comments:</b>	<p>In accordance with the Spring Valley Station District Regulations, building elevations must be approved by the City Council, upon recommendation by the City Plan Commission. The proposed building elevations reflect the development of a one-story, 900 square foot cabana.</p> <p>No additional exceptions are being requested with this application.</p>
<b>CPC Action:</b>	<p>On April 2, 2013, the City Plan Commission unanimously recommended approval of the requested building elevations.</p>

**BACKGROUND**

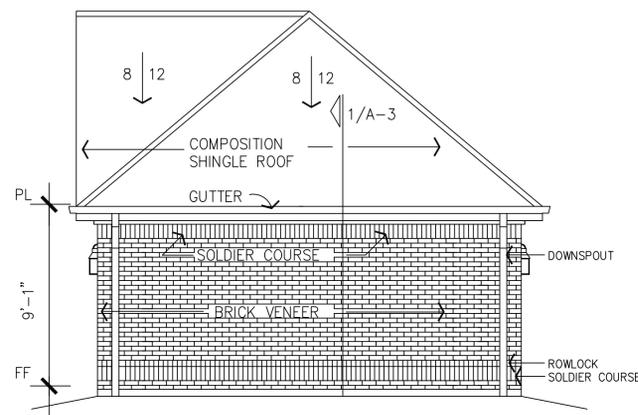
<b>Proposed Design:</b>	<p>In October 2012, the City Council approved the building elevations for the cabana. The approved elevations reflect a brick and stone façade with asphalt shingles. The proposed building will be have a brick and stone faced using materials similar to those used on Buildings A, B, C, D, and E with composition asphalt shingles on the roof.</p>
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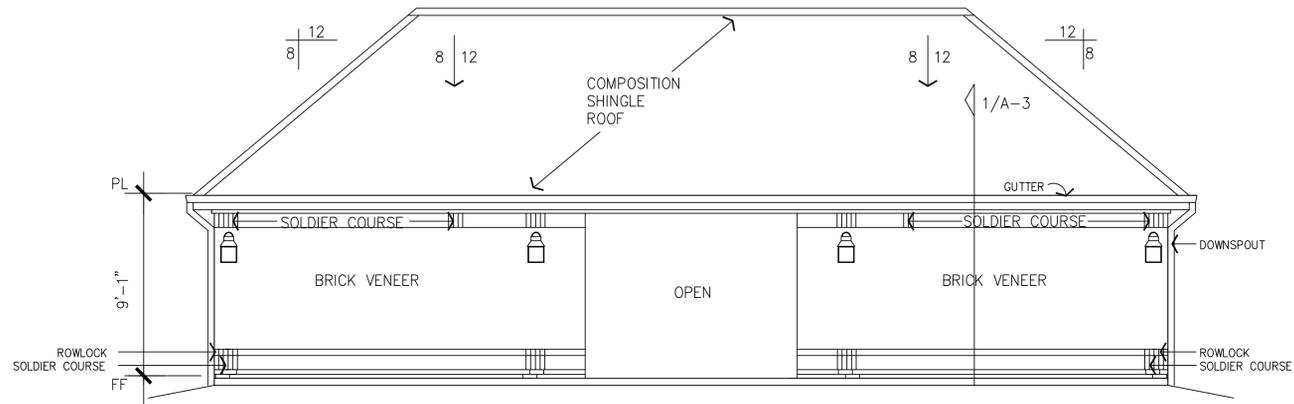
**4 NORTH ELEVATION**  
 1/4" = 1'-0" BRICK VENEER TO BE "ACME- VILLAGE"



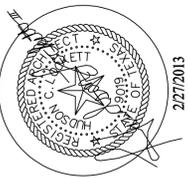
**3 WEST ELEVATION**  
 1/4" = 1'-0" BRICK VENEER TO BE "ACME- VILLAGE"



**2 SOUTH ELEVATION**  
 1/4" = 1'-0" BRICK VENEER TO BE "ACME- VILLAGE"



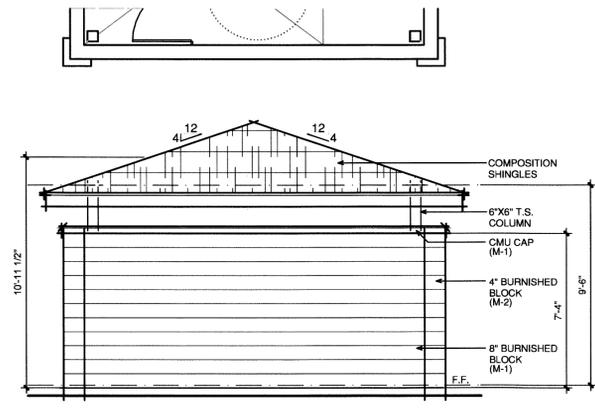
**1 EAST ELEVATION**  
 1/4" = 1'-0" BRICK VENEER TO BE "ACME- VILLAGE"



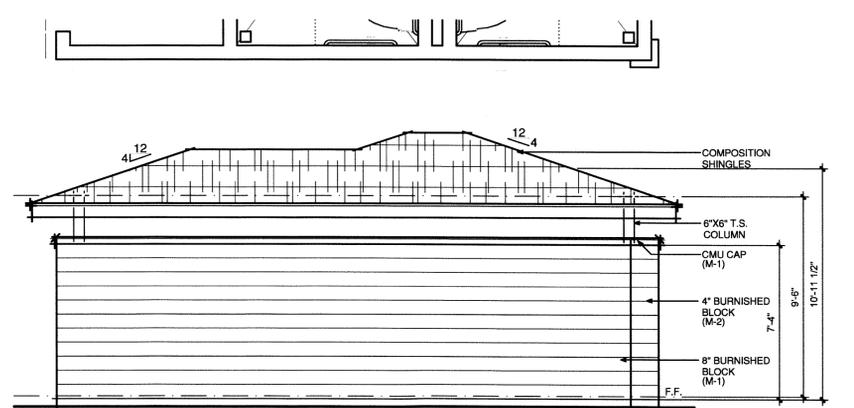
**HUDSON LOCKETT III, ARCHITECT**  
 6116 NORTH CENTRAL EXPRESSWAY SUITE 110  
 DALLAS, TEXAS 75206-5101  
 214-559-2095 hudson@hudsonlockett.com

**CENTENNIAL PARK RICHARDSON LTD.**  
**BRICK ROW NORTH CABANA**  
 RICHARDSON, TEXAS

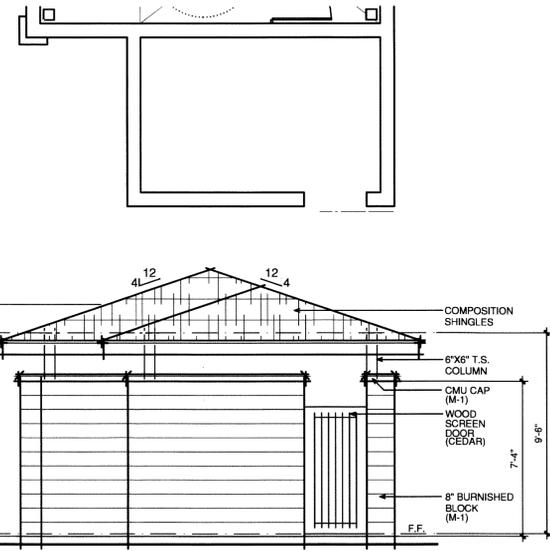
**Approved Development Plans  
October 2012**



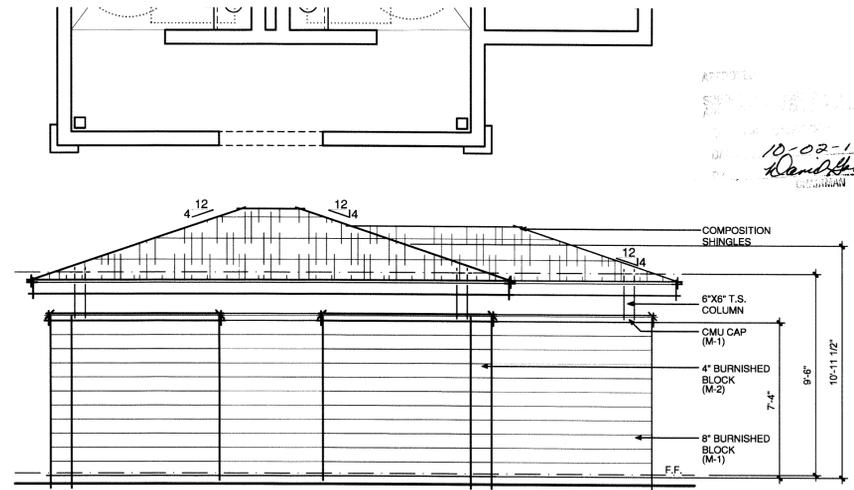
**5** POOL CABANA NORTH ELEVATION  
SCALE 1/4"=1'-0"



**3** POOL CABANA EAST ELEVATION  
SCALE 1/4"=1'-0"



**4** POOL CABANA SOUTH ELEVATION  
SCALE 1/4"=1'-0"



**2** POOL CABANA WEST ELEVATION  
SCALE 1/4"=1'-0"

APPROVED  
10-02-12  
*[Signature]*  
ARCHITECT

TUBE STEEL:	POOL CABANA
PAINT: BLACK FOX- SW7020	OVERALL, A MINIMUM OF 85% OF EXTERIOR WALLS, EXCLUDING WINDOWS, DOORS, AND OTHER OPENINGS SHALL BE MASONRY CONSTRUCTION
MASONRY - MODULAR:	MASONRY = 100%
M-1: FEATHERLITE- TEXAS CREAM	GLAZING CALCULATIONS
M-2: FEATHERLITE- APACHE BROWN	WINDOWS AND GLAZING SHALL BE LIMITED TO A MAX. OF 60% OF EACH BUILDING ELEVATION
COMPOSITION ASPHALT ROOFING:	ELEVATION GLAZING = 0%
TIMBERLINE ULTRA HD	
WEATHERED WOOD	

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<b>BRICK ROW NORTH</b> MULTI-FAMILY RESIDENTIAL POOL CABANA	<b>BGO</b> architects 4144 N. Central Expy. Suite 855 Dallas, TX 75204 214.520.8878 bgoarchitects.com	DATE	SHEET NUMBER
		08-20-12	A-2
PROJECT		10172	OF A-2 POOL CABANA PLAN/ELEVATION

**Concept Plan  
January 2012**



CASE STUDY IMAGES



BENCH WITH BACK: LANDSCAPE FORMS PLAINWELL, 72", ALL-ALUMINUM, BLACK POWDERCOAT



TRASH RECEPTACLE: LANDSCAPE FORMS SCARBOROUGH SIDE-OPENING, 25"x40", BLACK POWDERCOAT FINISH



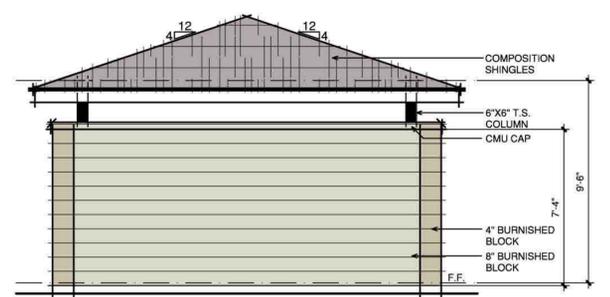
LIGHT BOLLARD, LANDSCAPE FORMS, ANNAPOLIS, 6" DIA.



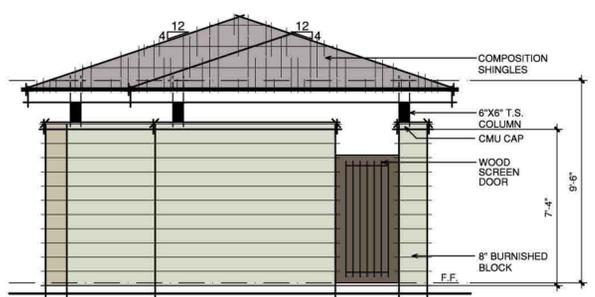
WROUGHT IRON FENCING, BLACK POWDERCOAT FINISH



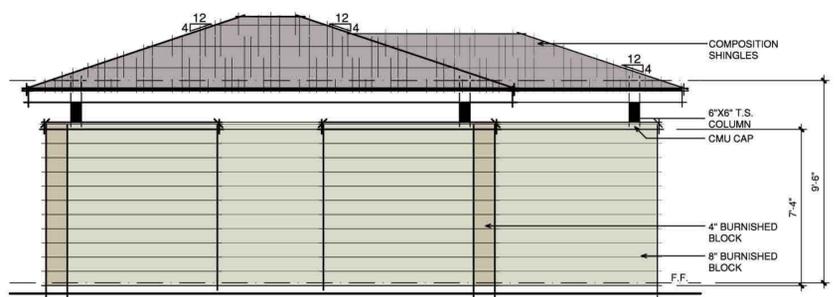
STONE RETAINING WALL



POOL CABANA NORTH ELEVATION



POOL CABANA SOUTH ELEVATION



POOL CABANA WEST ELEVATION

**Minutes from the April 2, 2013 CPC meeting:**

**Brick Row Cabana and Pool:** A request for approval of a revised site and landscape plan with building elevations for a 900 square foot cabana and pool at Brick Row. The 0.24-acre site is located at 152 Brick Row, on the south side of Brick Row west of the creek. Applicant: Scott Levy, L&B Realty Advisors, representing Centennial Park Richardson, LP. *Staff: Israel Roberts.*

**Motion:** Commissioner Bright made a motion to approve the Consent Agenda as presented; second by Commissioner Maxwell. Motion passed 7-0.

**ORDINANCE NO. 4005**

**AN ORDINANCE OF THE CITY OF RICHARDSON, TEXAS, AMENDING THE CODE OF ORDINANCES OF THE CITY OF RICHARDSON, TEXAS, BY AMENDING CHAPTER 6, ARTICLE III, RICHARDSON ELECTRICAL CODE, BY AMENDING SECTIONS 6.111(A) AND 6-132(1) AND (2), AND DELETING SECTION 6-132(3) RELATING TO ELECTRICAL CONTRACTOR REQUIREMENTS AND STANDARDS FOR ELECTRICAL INSTALLATIONS; PROVIDING A REPEALING CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY OF A FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS (\$2,000.000) FOR EACH OFFENSE; AND PROVIDING AN EFFECTIVE DATE.**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF RICHARDSON, TEXAS:**

**SECTION 1.** That the Code of Ordinances of the City of Richardson, Texas, be, and the same is hereby amended by amending Chapter 6, Article III, Section 6-111(a), in part, to read as follows:

**“Sec. 6-111. Required.**

(a) It shall be unlawful for any person to engage in the business of being an electrical contractor or electrical sign contractor without being registered with the city in the manner set forth in this subdivision, licensed by the State of Texas as an electrical contractor or electrical sign contractor, and without indicating the name by which the business shall be known.”

**SECTION 2.** That the Code of Ordinances of the City of Richardson, Texas, be, and the same is hereby amended by amending Chapter 6, Article III, Section 6-132(1) and (2), and deleting Section 6-132(3), in part, to read as follows:

**“Sec. 6-132. Standards for electrical installations.**

Conformity of electrical installations with the following standards shall be prima facie evidence that such installations are reasonably safe to persons and property:

- (1) The National Electrical Code, 2011 edition, NFPA 70, incorporated herein by reference and made a part of this article for all purposes, the same as if copied in full herein.

- (2) Types NM, NMC, and NMS cables shall be permitted only in one- and two-family dwellings and multi-family dwellings.”

**SECTION 3.** That all provisions of the Code of Ordinances of the City of Richardson, Texas, in conflict with the provisions of this Ordinance 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 4.** That an offense committed before the effective date of this Ordinance is governed by the prior law and provisions of the Code of Ordinances, as amended, in effect when the offense was committed and the former law is continued in effect for this purpose.

**SECTION 5.** That should any word, phrase, section, or portion of this Ordinance or of the Code of Ordinances, as amended hereby, be held to be void or unconstitutional, the same shall not affect the validity of the remaining portions of said ordinance or the Code of Ordinances, as amended hereby, which shall remain in full force and effect.

**SECTION 6.** That any person, firm or corporation violating any of the provisions or terms of this Ordinance shall be subject to the same penalty as provided for in the Code of Ordinances of the City of Richardson, as heretofore amended, and upon conviction shall be punished by a fine not to exceed the sum of Two Thousand Dollars (\$2,000.00) for each offense; and each and every day such violation shall continue shall be deemed to constitute a separate offense.

**SECTION 7.** That this Ordinance shall become effective from and after its passage and the publication of the caption, as the law and charter in such cases provide.

**DULY PASSED** by the City Council of the City of Richardson, Texas, on the 22<sup>nd</sup> day of April, 2013.

**APPROVED:**

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**MAYOR**

**APPROVED AS TO FORM:**

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**CITY ATTORNEY**  
(PGS:3-27-13:TM 59952)

**CORRECTLY ENROLLED:**

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**CITY SECRETARY**

**ORDINANCE NO. 4006**

**AN ORDINANCE OF THE CITY OF RICHARDSON, TEXAS, AMENDING THE CODE OF ORDINANCES OF THE CITY OF RICHARDSON, TEXAS, BY AMENDING CHAPTER 6, ARTICLE II, BY AMENDING SECTIONS 6-27 AND 6-28, TO ADOPT THE INTERNATIONAL BUILDING CODE, 2012 EDITION, TOGETHER WITH APPENDIX D AND AMENDMENTS THERETO; BY AMENDING SECTIONS 6-30 AND 6-31, TO ADOPT THE INTERNATIONAL RESIDENTIAL CODE FOR ONE- AND TWO-FAMILY DWELLINGS, 2012 EDITION AND AMENDMENTS THERETO; BY AMENDING SECTIONS 6-33 AND 6-34, TO ADOPT THE INTERNATIONAL ENERGY CONSERVATION CODE, 2012 EDITION; BY AMENDING SECTIONS 6-237 AND 6-238, TO ADOPT THE INTERNATIONAL FUEL GAS CODE, 2012 EDITION, WITH APPENDIX A AND AMENDMENTS THERETO; BY AMENDING SECTIONS 6-262 AND 6-263, TO ADOPT THE INTERNATIONAL MECHANICAL CODE, 2012 EDITION AND AMENDMENTS THERETO; BY AMENDING SECTIONS 6-287 AND 6-288, TO ADOPT THE INTERNATIONAL PLUMBING CODE, 2012 EDITION, TOGETHER WITH APPENDICES E AND F AND AMENDMENTS THERETO; PROVIDING A REPEALING CLAUSE; PROVIDING A PENALTY OF A FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS (\$2,000.000) FOR EACH OFFENSE; AND PROVIDING AN EFFECTIVE DATE.**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF RICHARDSON, TEXAS:**

**SECTION 1.** That the Code of Ordinances of the City of Richardson, Texas, be, and the same is hereby amended by amending Chapter 6, Article II, Sections 6-27 and 6-28, in part, to read as follows:

**“Sec. 6-27. - Adopted.**

There is hereby adopted by the City of Richardson, Texas, the International Building Code, 2012 Edition, together with appendix D and amendments, a copy of which is on file in the City Secretary’s Office and made a part of this Article for all purposes, the same as if copied in full herein, with the exception of such sections thereof as are hereinafter deleted, modified or amended.”

**“Sec. 6-28. - Amendments.**

The following sections of the International Building Code, 2012 Edition, together with appendix D and amendments, are hereby amended to read as follows:

Section 101.1 of the International Building Code, 2012 Edition, is amended to read as follows:

"101.1 Title. These regulations shall be known as the Building Code of Richardson, Texas, hereinafter referred to as "this code"."

Section 101.4.4 of the International Building Code, 2012 Edition, is amended to read as follows:

Section 101.4.4. Property Maintenance. The provisions of the City of Richardson Code of Ordinances, Chapter 6, Article VIII, Property Maintenance, shall apply to existing structures and premises; equipment and facilities; light, ventilation, space heating, sanitation, life and fire safety, hazards; responsibilities of owners, operators and occupant; and occupancy of existing premises and structures. All references to the International Property Maintenance Code shall hereafter read the City of Richardson Code of Ordinances, Chapter 6, Article VIII, Property Maintenance.”

Section 105.2 of the International Building Code, 2012 Edition, is amended by amending Building, item 1 and deleting Building, items 2 through 6, to read as follows:

"Building: One-story detached accessory structures used as tool and storage sheds, playhouses and similar uses, provided the roof area does not exceed 40 square feet."

Section 110.3.5 of the International Building Code, 2012 Edition, is hereby deleted and is of no force and effect.

Section 110.6 of the International Building Code, 2012 Edition, is amended by adding subsections 110.6.1 and 110.6.2 to read as follows:

“110.6.1 Reinspection. Where any work or installation does not pass any initial inspection, the necessary corrections shall be made so as to achieve compliance with this code. The work or installation shall then be resubmitted to the code official for reinspection.

110.6.2 Subsequent reinspection. Where any work or installation does not pass a reinspection, the necessary corrections shall be made so as to achieve compliance with this code. The work or installation shall then be resubmitted to the code official for a subsequent reinspection. A fee shall be paid to the Building Inspection Department prior to each subsequent reinspection.”

Section 113 of the International Building Code, 2012 Edition, is hereby deleted and is of no force and effect.

Section 116 of the International Building Code, 2012 Edition, is amended by deleting sections 116.2 through 116.5 and by amending section 116.1 to read as follows:

116.1 Conditions. Structures or existing equipment which are or hereafter become unsafe, unsanitary or deficient because of inadequate means of egress facilities, inadequate light and ventilation, or which constitute a fire hazard, or are otherwise

dangerous to human life or the public welfare, or which involve illegal or improper occupancy or inadequate maintenance, or which are an urban nuisance, shall be deemed an unsafe condition. Unsafe structures are hereby declared illegal and shall be abated by repair and rehabilitation or by demolition in accordance with the provisions of the City of Richardson Code of Ordinances, Chapter 6, Article VIII, Property Maintenance, as amended.

Table 1505.1 of the International Building Code, 2012 Edition, is amended by deleting footnotes b and c.

Section 1907.1 of the International Building Code, 2012 Edition, is amended by amending the first sentence to read as follows:

“1907.1 General. The thickness of concrete floor slabs supported directly on the ground shall not be less than 4 inches unless designed by a registered professional engineer.”

Section 3106 of the International Building Code, 2012 Edition, is hereby deleted and is of no force and effect.

Section 3107 of the International Building Code, 2012 Edition, is hereby deleted and is of no force and effect.

Section 3109 of the International Building Code, 2012 Edition, is hereby deleted and is of no force and effect.

Section 3408.1 of the International Building Code, 2012 Edition, is amended by adding subsection 3408.1.1 to read as follows:

“3408.1.1 Change in tenancy or ownership. It shall be unlawful to make a change in tenancy or ownership of any existing building or lease space without first making application for and obtaining approval for a certificate of occupancy.”

**SECTION 2.** That the Code of Ordinances of the City of Richardson, Texas, be, and the same is hereby amended by amending Chapter 6, Article II, Sections 6-30 and 6-31, in part, to read as follows:

**“Sec. 6-30. - Adopted.**

There is hereby adopted by the City of Richardson, Texas, the International Residential Code for One- and Two-Family Dwellings, 2012 Edition and amendments, a copy of which is on file in the City Secretary’s Office and made a part of this Article for all purposes, the same as if copied in full herein, with the exception of such sections thereof as are hereinafter deleted, modified or amended.”

**“Sec. 6-31. - Amendments.**

The following sections of the International Residential Code for One- and Two-Family Dwellings, 2012 Edition and amendments, are hereby amended to read as follows:

Section R101.1 of the International Residential Code for One- and Two-Family Dwellings, 2012 Edition, is amended to read as follows:

“R101.1 Title. These provisions shall be known as the Richardson One- and Two-Family Dwelling Building Code, and shall be cited as such and will be referred to herein as “this code”.

Section R102.7 of the International Residential Code for One- and Two-Family Dwellings, 2012 Edition, is amended to read as follows:

“R102.7 Existing Structures. The legal occupancy of any structure existing on the date of adoption of this code shall be permitted to continue without change, except as in specifically covered in this code, the City of Richardson Code of Ordinances, Chapter 6, Article VIII Property Maintenance or the International Fire Code, or as deemed necessary by the building official for the general safety and welfare of the occupants and the public.”

Section R105.1 of the International Residential Code for One- and Two-Family Dwellings, 2012 Edition, is amended to read as follows:

“R105.1 Required. Any owner or authorized agent who intends to construct, enlarge, alter, repair, move, demolish, or change the occupancy of a building or structure; or to erect, install, enlarge, alter, repair, remove, convert or replace any electrical, gas, mechanical or plumbing system; the installation of which is regulated by this code, or to install concrete pavement, or to cause any such work to be done, shall first make application to the building official for a permit, shall comply with applicable state and local rules and regulations concerning licensing and registration, and obtain the required permit.”

Section R105.2 of the International Residential Code for One- and Two-Family Dwellings, 2012 Edition, is amended by amending Building, items 1 and 10, and deleting Building, items 2 through 5, to read as follows:

“Building:

1. One-story detached *accessory structures* used as tool and storage sheds, playhouses and similar uses, provided the floor area does not exceed 40 square feet (3.71 mm).
10. Decks not more than 24 inches above grade.”

Section R105.5 of the International Residential Code for One- and Two-Family Dwellings, 2012 Edition, is amended to read as follows:

“R105.5 Expiration. Every permit issued shall become invalid unless the work authorized by such permit is commenced within 90 days after its issuance, or if the work authorized by such permit is suspended or abandoned for a period of 90 days after the time the work is commenced. For work commenced under a building permit for fire repair/reconstruction, the addition of square footage to a residence, or similar type construction which involves the potential for a building being left open to the elements, the exterior building envelope shall be completed within 90 days of the start of construction. The building official is authorized to grant, in writing, one or more extensions of time, for periods not more than 60 days each. The extension shall be requested in writing and justifiable cause demonstrated.”

Section R105.5 of the International Residential Code for One- and Two-Family Dwellings, 2012 Edition, is amended by adding subsection R105.5.1 to read as follows:

"R105.5.1 New permits required. A new permit must be obtained for any construction which is not completed in the allowable time period or extended as provided above. A new fee shall be required in connection with issuance of a new permit. The new fee shall be one-half the amount required for the original permit for such work, provided no changes have been made or will be made in the original plans and specifications for such work. A new permit must be obtained for any construction which has been suspended or abandoned for a period of more than 60 days. The permittee shall make a new application, resubmit plans for review, and pay a new full permit fee to resume work.”

Section R109.4 of the International Residential Code for One- and Two-Family Dwellings, 2012 Edition, is amended by adding subsections R109.4.1 and R109.4.2 to read as follows:

“R109.4.1 Reinspection. Where any work or installation does not pass any initial inspection, the necessary corrections shall be made so as to achieve compliance with this code. The work or installation shall then be resubmitted to the code official for reinspection.

R109.4.2 Subsequent reinspection. Where any work or installation does not pass a reinspection, the necessary corrections shall be made so as to achieve compliance with this code. The work or installation shall then be resubmitted to the code officer for a subsequent reinspection. A fee shall be paid to the Building Inspection Department prior to each subsequent reinspection.”

Section R110 of the International Residential Code for One- and Two-Family Dwellings, 2012 Edition, is hereby deleted and is of no force and effect.

Section R112 of the International Residential Code for One- and Two-Family Dwellings, 2012 Edition, is hereby deleted and is of no force and effect.

Section R202 of the International Residential Code for One- and Two-Family Dwellings, 2012 Edition, is amended by adding the following definition:

"Exterior Building Envelope. The exterior boundaries of a building, including walls, foundation and basement walls, roof, fascia, and soffit area, and any fenestration."

Section R309.2 of the International Residential Code for One- and Two-Family Dwellings, 2012 Edition, is amended by deleting the exception.

Section R403.1 of the International Residential Code for One- and Two-Family Dwellings, 2012 Edition, is amended by adding a sentence to read as follows:

"Support of one story detached accessory structures on pressure preservatively treated wood shall be permitted, provided the floor area does not exceed 150 square feet (13.9 m) and the structure is properly anchored to accommodate all loads according to Section R301."

Section R904 of the International Residential Code for One- and Two-Family Dwellings, 2012 Edition, is amended by adding subsection R904.5 to read as follows:

"R904.5 Fire Classification. The minimum roof coverings installed on buildings shall be Class C. Unclassified wood shingles or shakes shall be permitted for repairs on existing unclassified wood shingle or shake roof coverings, if not more than 25 percent of the roof covering is replaced in any 12-month period."

**SECTION 3.** That Chapter 6, Article II of the Code of Ordinances of the City of Richardson, Texas, be, and the same is hereby amended in part by amending Sections 6-33 and 6-34 to read as follows:

**"Sec. 6-33. - Adopted.**

There is hereby adopted by the City of Richardson, Texas, the International Energy Conservation Code, 2012 Edition and amendments, a copy of which is on file in the City Secretary's Office and made a part of this article for all purposes, the same as if copied in full herein, with the exception of such sections thereof as are hereinafter deleted, modified or amended."

**"Sec. 6-34. - Amendments.**

The following sections of the International Energy Conservation Code, 2012 Edition and amendments, are hereby amended to read as follows:

Section C101.1 of the International Energy Conservation Code, 2012 Edition is amended to read as follows:

“C101.1 Title These provisions shall be known as the Richardson Energy Conservation Code, and shall be cited as such and will be referred to herein as “this code”.

Section R101.1 of the International Energy Conservation Code, 2012 Edition, is amended to read as follows:

“R101.1 Title. These provisions shall be known as the Richardson Energy Conservation Code, and shall be cited as such and will be referred to herein as “this code”.”

**SECTION 4.** That the Code of Ordinances of the City of Richardson, Texas, be, and the same is hereby amended by amending Chapter 6, Article V, Sections 6-237 and 6-238 in part to read as follows:

**“Sec. 6-237. - Adopted.**

There is hereby adopted by the City of Richardson, Texas, the International Fuel Gas Code, 2012 Edition, together with Appendix A, and amendments, a copy of which is on file in the City Secretary’s Office and made a part of this Article for all purposes, the same as if copied in full herein, with the exception of such sections thereof as are hereinafter deleted, modified or amended.”

**“Sec. 6-238. - Amendments.**

The following sections of the International Fuel Gas Code, 2012 Edition, are hereby amended to read as follows:

Section 102.5 of the International Fuel Gas Code, 2012 Edition, is amended by adding subsection 102.5.1 to read as follows:

“102.5.1 Change in tenancy or ownership. It shall be unlawful to make a change in tenancy or ownership of any existing building or lease space without first making application for and obtaining approval for a certificate of occupancy.”

Section 107.2 of the International Fuel Gas Code, 2012 Edition, is amended by adding subsection 107.3.4 to read as follows:

“107.3.4 Subsequent reinspection and testing. Where any work or installation does not pass a retest or reinspection, the necessary corrections shall be made so as to achieve compliance with this code. The work or installation shall then be resubmitted to the code

official for a subsequent reinspection. A fee shall be paid to the Building Inspection Department prior to each subsequent reinspection.””

**SECTION 5.** That the Code of Ordinances of the City of Richardson, Texas, be, and the same is hereby amended by amending Chapter 6, Article VI, Sections 6-262 and 6-263 in part to read as follows:

**“Sec. 6-262. - Adopted.**

There is hereby adopted by the City of Richardson, Texas, the International Mechanical Code, 2012 Edition, a copy of which is on file in the City Secretary’s Office and made a part of this Article for all purposes, the same as if copied in full herein, with the exception of such sections thereof as are hereinafter deleted, modified or amended.”

**“Sec. 6-263. - Amendments.**

The following sections of the International Mechanical Code, 2012 Edition, are hereby amended to read as follows:

Section 102.5 of the International Mechanical Code, 2012 Edition, is amended by adding subsection 102.5.1 to read as follows:

“102.5.1 Change in tenancy or ownership. It shall be unlawful to make a change in tenancy or ownership of any existing building or lease space without first making application for and obtaining approval for a certificate of occupancy.”

Section 107.3 of the International Mechanical Code, 2012 Edition, is amended by adding subsection 107.3.4 to read as follows:

“107.3.4 Subsequent reinspection and testing. Where any work or installation does not pass a retest or reinspection, the necessary corrections shall be made so as to achieve compliance with this code. The work or installation shall then be resubmitted to the code official for a subsequent reinspection. A fee shall be paid to the Building Inspection Department prior to each subsequent reinspection.””

**SECTION 6.** That the Code of Ordinances of the City of Richardson, Texas, be, and the same is hereby amended by amending Chapter 6, Article VII, Sections 6-287 and 6-288 in part to read as follows:

**“Sec. 6-287. - Adopted.**

There is hereby adopted by the City of Richardson, Texas, the International Plumbing Code, 2012 Edition, together with Appendices E and F and amendments, a copy of which is on file in the City Secretary’s Office and made a part of this Article for all purposes, the same as if copied in full herein, with the exception of such sections thereof, as are hereinafter deleted, modified or amended.”

**“Sec. 6-288. - Amendments.**

The following sections of the International Plumbing Code, 2012 Edition, together with Appendices E and F, and amendments, are hereby amended to read as follows:

Section 102.5 of the International Plumbing Code, 2012 Edition, is amended by adding subsection 102.5.1 to read as follows:

“102.5.1 Change in tenancy or ownership. It shall be unlawful to make a change in tenancy or ownership of any existing building or lease space without first making application for and obtaining approval for a certificate of occupancy.”

Section 107.4 of the International Plumbing Code, 2012 Edition, is amended by adding subsection 107.4.4 to read as follows:

“107.4.4 Subsequent reinspection and testing. Where any work or installation does not pass a retest or reinspection, the necessary corrections shall be made so as to achieve compliance with this code. The work or installation shall then be resubmitted to the code official for a subsequent reinspection. A fee shall be paid to the Building Inspection Department prior to each subsequent reinspection.”

Section 305.4.1 of the International Plumbing Code, 2012 Edition, is amended to read as follows:

“305.4.1 Sewer depth. Building sewers shall be a minimum of 12 inches (305 mm) below grade.”

Section 312.10 of the International Plumbing Code, 2012 Edition, is amended by deleting subsections 312.10.1 and 312.10.2 and amending 312.10 to read as follows:

“312.10 Inspection and testing of backflow prevention assemblies. Inspection and testing shall comply with the requirements set forth by the Texas Commission on Environmental Quality.”

Section 502 of the International Plumbing Code, 2012 Edition, is amended by adding subsection 502.6 to read as follows:

“502.6 Water heaters above ground or floor. When the attic, roof, mezzanine or platform in which a water heater is installed is more than eight (8) feet (2438 mm) above the ground or floor level, access shall be provided by a stairway or permanent ladder fastened to the building.”

Section 606.1 of the International Plumbing Code, 2012 Edition, is amended by deleting items 4 and 5 and renumbering the remaining items.

Section 708.3.4 of the International Plumbing Code, 2012 Edition, is amended to read as follows:

“708.3.4 Upper terminal. Each horizontal drain over five (5) feet (1524 mm) in length shall be provided with a cleanout at its upper terminal. Each horizontal drain that serves sinks or urinals shall be provided with a cleanout at its upper terminal regardless of length.”

Section 714 of the International Plumbing Code, 2012 Edition, is amended by amending section 714 and 714.1 to read as follows:

**“SECTION 714  
ENGINEERED DRAINAGE DESIGN,**

“714.1 Design of drainage system.. The sizing requirements for plumbing drainage systems shall be determined by approved design methods.”

Section 903.1 of the International Plumbing Code, 2012 Edition, is amended to read as follows:

“903.1 Roof extension. All open vent pipes that extend through a roof shall be terminated at least 6 inches (152 mm) above the roof, except that where a roof is to be used for any purpose other than weather protection, the vent extensions shall terminate at least 7 feet (2134 mm) above the roof.”

Section 1106.1 of the International Plumbing Code, 2012 Edition, is amended to read as follows:

“1106.1 General. The size of the vertical conductors and leaders, building storm drains, building storm sewers, and any horizontal branches of such drains or sewers shall be based on the 100-year hourly rainfall rate of 5 inches.””

**SECTION 7.** That all provisions of the Code of Ordinances of the City of Richardson, Texas, in conflict with the provisions of this Ordinance 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 8.** That an offense committed before the effective date of this ordinance is governed by the prior law and provisions of the Code of Ordinances, as amended, in effect when the offense was committed and the former law is continued in effect for this purpose.

**SECTION 9.** That should any word, phrase, section, or portion of this Ordinance or of the Code of Ordinances, as amended hereby, be held to be void or unconstitutional, the same shall not affect the validity of the remaining portions of said ordinance or the Code of Ordinances, as amended hereby, which shall remain in full force and effect.

**SECTION 10.** That any person, firm or corporation violating any of the provisions or terms of this Ordinance shall be subject to the same penalty as provided for in the Code of Ordinances of the City of Richardson, as heretofore amended, and upon conviction shall be punished by a fine not to exceed the sum of Two Thousand Dollars (\$2,000.00) for each offense; and each and every day such violation shall continue shall be deemed to constitute a separate offense.

**SECTION 11.** That this Ordinance shall become effective from and after its passage and the publication of the caption, as the law and charter in such cases provide.

**DULY PASSED** by the City Council of the City of Richardson, Texas, on the 22<sup>nd</sup> day of April, 2013.

**APPROVED:**

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**MAYOR**

**APPROVED AS TO FORM:**

**CORRECTLY ENROLLED:**

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**CITY ATTORNEY**  
(PGS:4-11-13:TM 60051)

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**CITY SECRETARY**

**ORDINANCE NO. 4007**

**AN ORDINANCE OF THE CITY OF RICHARDSON, TEXAS, AMENDING THE CODE OF ORDINANCES OF THE CITY OF RICHARDSON, ADOPTING THE 2012 EDITION OF THE INTERNATIONAL FIRE CODE INCLUDING APPENDIX A-J AND AMENDMENTS THERETO BY AMENDING CHAPTER 8, ARTICLE II, SECTIONS 8-27, 8-28, 8-29, AND 8-30 PROVIDING A SEVERABILITY CLAUSE; PROVIDING A REPEALING CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR A PENALTY OF FINE NOT TO EXCEED TWO THOUSAND DOLLARS (\$2,000.00); AND PROVIDING AN EFFECTIVE DATE.**

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

**SECTION 1.** That the Code of Ordinances of the City of Richardson, Texas, be and the same is hereby amended Chapter 8, Article II, Sections 8-27, 8-28, 8-29, and 8-30 of the Code of Ordinances adopting the 2012 Edition of the International Fire Code, including Appendix A-J of the 2012 Edition of the International Fire Code, published by the International Fire Code Institute and the International Conference of Building Officials, and amendments thereto to read as follows:

**“ARTICLE II. – FIRE CODE**

**Sec. 8-26. – Short title.**

This article shall be known as the “Richardson Fire Code” and is to be cited as such.

**Sec. 8-27. - Adopted.**

There is hereby adopted by the city the 2012 Edition of the International Fire Code, including Appendix A-J. of the 2012 Edition of the International Fire Code, published by the International Fire Code Institute and the International Conference of Building Officials, being particularly the 2012 Edition thereof and the whole thereof, save and except such portions as are hereinafter deleted, modified or amended, of which code and standard copies are file in the office of the city secretary.

**Sec. 8-28. - Amendments.**

The following sections of the International Fire Code, 2012 Edition, are hereby amended to read as follows:

- (1) The following subsections of *Sections 102* are amended to read as follows:

*102.1 Construction and Design Provisions.* The construction and design provisions of this code shall apply to:

1. Structures, facilities and conditions arising after the adoption of this code.
2. Existing structures, facilities and conditions not legally in existence at the time of adoption of this code.
3. Existing structures, facilities and conditions when identified in specific sections of this code.
4. Existing structures, facilities and conditions which in the opinion of the fire code official, constitute a distinct hazard to life or property.
5. The provisions of this code apply to buildings built under the IRC and IBC.

*102.4 Application of Other Codes.* The design and construction of new structures shall comply with this code, and other codes as applicable and any alterations, additions, changes in use or changes in structures required by this code, which are within the scope of the International Building Code, shall be made in accordance therewith.

*102.6 Referenced Codes and Standards.* The codes and standards referenced in this code shall be those that are listed in Chapter 45 and such codes, when specifically adopted, and standards shall be considered part of the requirements of this code to the prescribed extent of each such reference. Where differences occur between the provisions of this code and the referenced standards, the provisions of this code shall apply. Whenever amendments have been adopted to the referenced codes and standards, each reference to said code and standard shall be considered to reference the amendments as well. Any reference to NFPA 70 or the ICC Electrical Code shall mean the Electrical Code as adopted.

- (2) The following subsections of *Section 105* are amended to read as follows:

*105.7.17 Security Gates Across Fire Lanes.* A construction permit is required for the installation of security gates across a fire apparatus access road.

- (3) The following subsections of *Section 106* are amended to read as follows:

*106.2.1 Inspection Requests.* It shall be the duty of the permit holder or their duly authorized agent to notify the fire code official when work is ready for inspection. It shall be the duty of the permit holder to provide access to and means for inspections of such work that are required by this code.

*106.2.2 Approval Required.* Work shall not be done beyond the point indicated in each successive inspection without first obtaining the approval of the fire code official. The fire code official, upon notification, shall make the requested inspections and shall either indicate the portion of the construction that is satisfactory as completed, or notify the permit holder or his or her agent wherein the same fails to comply with this code. Any portions that do not comply shall be corrected and such portion shall not be covered or concealed until authorized by the fire code official.

- (4) The following definitions in *Section 202* General Definitions are amended or added to read as follows:

**ADDRESSABLE FIRE DETECTION SYSTEM.** Any system capable of providing identification of each individual alarm-initiating device. The identification shall be in plain English and as descriptive as possible to specifically identify the location of the device in alarm. The system shall have the capability of alarm verification.

**ANALOG INTELLIGENT ADDRESSABLE FIRE DETECTION SYSTEM.** Any system capable of calculating a change in value by directly measurable quantities (voltage, resistance, etc.) at the sensing point. The physical analog may be conducted at the sensing point or at the main control panel. The system shall be capable of compensating for long-term changes in sensor response while maintaining a constant sensitivity. The compensation shall have a preset point at which a detector maintenance signal shall be transmitted to the control panel. The sensor shall remain capable of detecting and transmitting an alarm while in maintenance alert.

**FIRE WATCH.** A temporary measure intended to ensure continuous and systematic surveillance of a building or portion thereof by one or more qualified individuals or standby personnel when required by the fire code official, for the purposes of identifying and controlling fire hazards, detecting early signs of unwanted fire, raising an alarm of fire and notifying the fire department.

**HIGH-RISE BUILDING.** A building having any floors used for human occupancy located more than 55 feet (16 764 mm) above the lowest level of fire department vehicle access.

**SELF-SERVICE STORAGE FACILITY.** Real property designed and used for the purpose of renting or leasing individual storage spaces to customers for the purpose of storing and removing personal property on a self-service basis.

**STANDBY PERSONNEL.** Qualified fire service personnel, approved by the Fire Chief. When utilized, the number required shall be as directed by the Fire Chief. Charges for utilization shall be as normally calculated by the jurisdiction.

- (5) The following subsections of *Section 307* of the International Fire Code, 2012 Edition, are amended to read as follows:

*307.2 Permit Required.* A permit shall be obtained from the fire code official in accordance with Section 105.6 prior to kindling a fire for recognized silvicultural or range or wildlife management practices, prevention or control of disease or pests, or open burning. Application for such approval shall only be presented by and permits issued to the owner of the land upon which the fire is to be kindled.

Examples of state or local law, or regulations referenced elsewhere in this section may include but not be limited to the following:

1. Texas Commission on Environmental Quality guidelines and/or restrictions.
2. State, County or Local temporary or permanent bans on open burning.
3. Local written policies as established by the code official.

*307.3 Extinguishment Authority.* The fire code official is authorized to order the extinguishment by the permit holder, another person responsible or the fire department of open burning that creates or adds to a hazardous or objectionable situation.

*307.4 Location.* The location for open burning shall not be less than 300 feet (91 440 mm) from any structure, and provisions shall be made to prevent the fire from spreading to within 300 feet (91 440 mm) of any structure.

*307.4.3 Trench Burns.* Trench burns shall be conducted in air curtain trenches and in accordance with Section 307.2.

*307.5 Attendance.* Open burning, trench burns, bonfires or recreational fires shall be constantly attended until the fire is extinguished. A minimum of one portable fire extinguisher complying with Section 906 with a minimum 4-A rating or other approved on-site-fire-extinguishing equipment, such as dirt, sand, water barrel, garden hose or water truck, shall be available for immediate utilization.

- (6) The following subsections of *Section 308* are amended to read as follows:

*308.1.1 Where Prohibited.* A person shall not take or utilize an open flame or light in a structure, vessel, boat or other place where highly flammable, combustible or explosive material is utilized or stored. Lighting appliances shall be well-secured in a glass globe and wire mesh cage or a similar *approved* device. Unmanned free-floating devices containing an open flame or other heat source, such as but not limited to sky lanterns shall be prohibited.

*308.1.4 Open-Flame Cooking and Heating Devices.* Open-flame cooking devices, charcoal grills, outdoor fireplaces and other similar devices used for cooking, heating or any other purpose shall not be located or used on combustible balconies, decks, or within 10 feet (3048 mm) of combustible construction.

Exceptions:

1. One- and two-family dwellings, except that LP-gas containers are limited to a water capacity not greater than 50 pounds (22.68 kg) [nominal 20 pound (9.08 kg) LP-gas capacity] with an aggregate LP-gas capacity not to exceed 100 lbs (5 containers).
2. Where buildings, balconies and decks are protected by an approved automatic sprinkler system, except that LP-gas containers are limited to a water capacity not greater than 50 pounds (22.68 kg) [nominal 20 pound (9.08 kg) LP-gas capacity], with an aggregate LP-gas capacity not to exceed 40 lbs (2 containers).

*Section 308.1.6.2 Exception #3* Torches or flame-producing devices in accordance with Section 308.1.3.

*311.5 Placards.* The fire code official is authorized to require marking of any vacant or abandoned buildings or structures determined to be unsafe pursuant to Section 110 of this code relating to structural or interior hazards, as required by Section 311.5.1 through 311.5.5.

(7) The following subsections of *Section 401* are amended to read as follows:

*401.3.4 Fire Alarms and Nuisance Alarms.* False alarms and nuisance alarms shall not be given, signaled or transmitted or caused or permitted to be given, signaled or transmitted in any manner.

*401.9 False Alarms and Nuisance Alarms.* False alarms and nuisance alarms shall not be given, signaled or transmitted or caused or permitted to be given, signaled or transmitted in any manner.

*403.3 Crowd Managers.* Trained crowd managers shall be provided for facilities or events where 250 or more persons congregate. The minimum number of crowd managers shall be established at a ratio of one crowd manager to every 250 persons.

*Exceptions:*

1. The number of crowd managers may be reduced by up to fifty percent when, in the opinion of the fire code official, the fire protection provided by the facility and the nature of the event warrant a reduction.
2. Assembly occupancies used exclusively for religious worship with an occupant load not exceeding 1,000.

*403.3.1 Training.* Training for crowd managers shall be approved and shall be based upon a valid job task analysis.

403.3.2 *Duties.* The duties of the crowd managers shall include:

- a. An inspection of the area of responsibility to identify and address any egress barriers;
- b. An inspection of the area of responsibility to identify and mitigate any fire hazards;
- c. Ensure compliance with all permit conditions, including those governing pyrotechnics and other special effects;
- d. To direct and assist the event attendees in evacuation during an emergency;
- e. Assist emergency response personnel if requested;
- f. Other duties outlined by the fire code official; and
- g. Other duties outlined in the Emergency Plan.

(8) The following subsections of *Section 501* are amended to read as follows:

*501.4 Timing of Installation.* When fire apparatus access roads, or a water supply for fire protection, are required to be installed for any structure or development, they shall be installed, marked (in accordance with section 503.3), inspected and approved, prior to the time when any portion of the building or construction goes more than 4 feet above grade, or when construction has progressed beyond completion of the foundation of any structure.

(9) The following subsections of *Section 503* are amended to read as follows:

*503.1.1 Buildings and Facilities.* Approved fire apparatus access roads shall be provided for every facility, building or portion of a building hereafter constructed or moved into or within the jurisdiction. The fire apparatus access road shall extend to within 150 feet (45 720 mm) of all portions of the facility and all portions of the exterior walls of the first story of the building as measured by an approved route around the exterior of the building or facility. Except for single- or two-family residences, the path of measurement shall be along a minimum of a ten feet (10') wide and approved, unobstructed pathway around the external walls of the structure.

*503.2.1 Dimensions.* Fire apparatus access roads shall have an unobstructed width of not less than 24 feet (7315 mm), except at approved security gates in accordance with Section 503.6, and an unobstructed vertical clearance of not less than 14 feet (4267 mm).

*503.2.2 Authority.* The fire code official shall have the authority to require an increase in the minimum access widths and vertical clearances where they are inadequate for fire or rescue operations.

*503.3 Marking.* Striping, signs, or other markings, when approved by the fire code official, shall be provided for fire apparatus access roads to identify such roads or prohibit the obstruction thereof. Striping, signs and other markings shall be maintained in a clean and legible condition at all times and shall be replaced or repaired when necessary to provide adequate visibility.

- (1) *Striping* - Fire apparatus access roads shall be continuously marked by painted lines of red traffic paint six inches (6") in width to show the boundaries of the lane. The words "NO PARKING FIRE LANE" or "FIRE LANE NO PARKING" shall appear in four inch (4") white letters at 25 feet intervals on the red border markings along both sides of the fire lanes. Where a curb is available, the striping shall be on the vertical face of the curb.
- (2) *Signs* - Signs, when approved by the fire code official, shall read "NO PARKING FIRE LANE" or "FIRE LANE NO PARKING" and shall be 12" wide and 18" high. Signs shall be painted on a white background with letters and borders in red, using not less than 2" tall lettering. Signs shall be permanently affixed to a stationary post and the bottom of the sign shall be six feet, six inches (6'6") above finished grade. Signs shall be spaced not more than fifty feet (50') apart along both sides. Signs may be installed on permanent buildings or walls or as approved by the Fire Chief.

*503.4 Obstruction off Fire Apparatus Access Roads.* Fire apparatus access roads shall not be obstructed in any manner, including the parking of vehicles. The minimum widths and clearances established in Section 503.2.1 and any area marked as a fire lane as described in Section 503.3 shall be maintained at all times.

- (10) The following subsection of *Section 505* is amended to read as follows:

*505.1 Address Identification.* New and existing buildings shall have approved address numbers, building numbers, business names or approved building identification placed in a position that is plainly legible and visible from the street or road fronting the property. These numbers shall contrast with their background. Where required by the fire code official, address numbers shall be provided in additional approved location to facilitate emergency response. Address numbers shall be Arabic numbers or alphabetical letters. Numbers shall be a minimum of 6 inches (152.4 mm) tall with a minimum stroke width of 0.5 inch (12.7 mm). Where access is by means of a private road, buildings do not immediately front a street, and/or the building cannot be viewed from the public way, a monument, pole or other sign with approved 6 inch (152.4 mm) tall building numerals or addresses and 4 inch (101.6 mm) tall suite/apartment numerals of a color contrasting with the background of the building or other approved means shall be used to identify the structure. Numerals or addresses shall be posted on a

minimum 20 inch (508 mm) by 30 inch (762mm) background. Identification numbers shall be maintained.

Suite numbers, where applicable, shall clearly identify all doors leading directly into each suite. Exterior suite numbers shall be a minimum 4-inch tall, and shall be of a color contrasting to the background upon which they are installed. Interior suite numbers may be of a style consistent with building's "sign package", or as otherwise approved.

*Exception:* R-3 Single Family occupancies shall have approved numerals of a minimum 3½ inches in height and a color contrasting with the background clearly visible and legible from the street fronting the property and rear alleyway where such alleyway exists.

- (11) The following subsection of *Section 507* is amended to read as follows:

*507.4 Water Supply Test Date and Information.* The water supply test used for hydraulic calculation of fire protection systems shall be conducted in accordance with NFPA 291 "Recommended Practice for Fire Flow Testing and Marking of Hydrants" and within one year of sprinkler plan submittal. The exact location of the static/residual hydrant and the flow hydrant shall be indicated on the design drawings. All fire protection plan submittals shall be accompanied by a hard copy of the waterflow test report, or as approved by the fire code official. The report must indicate the dominant water tank level at the time of the test and the maximum and minimum operating levels of the tank, as well, or identify applicable water supply fluctuation. The licensed contractor must then design the fire protection system based on this fluctuation information, as per the applicable referenced NFPA standard. Reference Section 903.3.5 for additional design requirements.

*507.5.4 Obstruction.* A five (5) foot, unobstructed access to and around fire hydrants shall be maintained at all times. Posts, fences, vehicles, growth, trash, storage and other materials or objects shall not be placed or kept near fire hydrants, fire department inlet connections or fire protection system control valves in a manner that would prevent such equipment or fire hydrants from being immediately discernible. The fire department shall not be deterred or hindered from gaining immediate access to fire protection equipment or fire hydrants.

- (12) The following subsection of *Section 509* is amended to read as follows:

*509.1.2 Sign Requirements.* Unless more stringent requirements apply, lettering for signs required by this section shall have a minimum height of 2 inches (50.8 mm) when located inside a building and 4 inches (101.6mm) when located outside, or as approved by the fire code official. The letters shall be of a color that contrasts with the background.

- (13) The following subsection of *Section 511* is amended to read as follows:

#### EMERGENCY RADIO COMMUNICATIONS

*511.1 Signal Strength in Buildings.* In all new and existing buildings in which the type of construction or distance from an operational emergency services antenna or dispatch site does not provide adequate frequency or signal strength as determined by the fire code official, the building owner shall be responsible for providing the equipment, installation and maintenance of said equipment in a manner to strengthen the radio signal. The radio signal shall meet the minimum input/output strengths according to the emergency radio system's provider and system manager.

- (14) The following subsection of *Section 603* is amended to read as follows:

*Exception:* The aggregate capacity limit shall be permitted to be increased to 3,000 gallons (11,356 L) in accordance with all requirements of Chapter 57.

*603.3.2.2 Restricted Use and Connection.* Tanks installed in accordance with Section 603.3.2 shall be used only to supply fuel oil to fuel-burning equipment installed in accordance with Section 603.3.2.4. Connections between tanks and equipment supplied by such tanks shall be made using closed piping systems.

- (15) The following subsection of *Section 604* is amended to read as follows:

#### **SECTION 604 EMERGENCY AND STANDBY POWER SYSTEMS**

*604.1 Installation.* Emergency and standby power systems required by this code or the *International Building Code* shall be installed in accordance with this code, NFPA 110 and 111. Existing installations shall be maintained in accordance with the original approval, except as specified in Chapter 11.

*604.1.1 Stationary Generators.* Stationary emergency and standby power generators required by this code shall be *listed* in accordance with UL 2200.

*604.1.2 Critical Operations Power Systems (COPS).* For Critical Operations Power Systems necessary to maintain continuous power supply to facilities or parts of facilities that require continuous operation for the reasons of public safety, emergency management, national security, or business continuity, see NFPA 70.

*604.2 Where Required.* Emergency and standby power systems shall be provided where required by Sections 604.2.1 through 604.2.24 or elsewhere identified in this code or any other referenced code.

*604.2.1 Emergency Voice/Alarm Communications Systems.* Emergency power shall be provided for emergency voice/alarm communications systems in the following

occupancies, or as specified elsewhere in this code, in accordance with Section 907.5.2.2.5:

Covered and Open Malls, Section 604.2.13;  
Group A occupancies, Sections 907.2.1.1 and 907.5.2.2.4;  
Special Amusement buildings, Section 907.2.12.3;  
High rise buildings, Section 907.2.13;  
Atriums, Section 907.2.14; and  
Deep Underground buildings, Section 907.2.19.

*604.2.2 Smoke Control Systems.* Standby power shall be provided for smoke control systems in the following occupancies, or as specified elsewhere in this code, in accordance with Section 909.11:

Covered mall building, *International Building Code*, Section 404.5;  
Atriums, *International Building Code*, Section 404.7;  
Underground buildings, *International Building Code*, Section 405.5;  
Group I-3, *International Building Code*, Section 408.9;  
Stages, *International Building Code*, Section 410.3.7.2;  
Special Amusement buildings (as applicable to Group A's), *International Building Code*, Section 411.1; and  
Smoke protected seating, Section 1028.6.2.1.

*604.2.3 Exit Signs.* Emergency power shall be provided for *exit* signs in accordance with Section 1011.6.3. (90 minutes)

*604.2.4 Means of Egress Illumination.* Emergency power shall be provided for *means of egress* illumination in accordance with Section 1006.3. (90 minutes)

*604.2.5 Accessible means of egress elevators.* Standby power shall be provided for elevators that are part of an *accessible means of egress* in accordance with Section 1007.4.

*604.2.6 Accessible Means of Egress Platform Lifts.* Standby power in accordance with this section or ASME A18.1 shall be provided for platform lifts that are part of an *accessible means of egress* in accordance with Section 1007.5

*604.2.7 Horizontal Sliding Doors.* Standby power shall be provided for horizontal sliding doors in accordance with Section 1008.1.4.3.

*604.2.8 Semiconductor Fabrication Facilities.* Emergency power shall be provided for semiconductor fabrication facilities in accordance with Section 2703.15.

*604.2.9 Membrane Structures.* Emergency power shall be provided for *exit* signs in temporary tents and membrane structures in accordance with Section 3103.12.6.1. (90

minutes) Standby power shall be provided for auxiliary inflation systems in permanent membrane structures in accordance with the *International Building Code*. (4 hours)

604.2.10 *Hazardous Materials*. Emergency or standby power shall be provided in occupancies with hazardous materials in accordance with Section 5004.7 and 5005.1.5.

604.2.11 *Highly Toxic and Toxic Materials*. Emergency power shall be provided for occupancies with highly *toxic* or *toxic* materials in accordance with Sections 6004.2.2.8 and 6004.3.4.2.

604.2.12 *Organic Peroxides*. Standby power shall be provided for occupancies with organic peroxides in accordance with Section 6204.1.11.

604.2.13 *Covered and Open Mall Buildings*. ...

604.2.14 *High-rise Buildings*. ...

604.2.15 *Underground Buildings*. .....

604.2.16 *Group I-3 Occupancies*. .....

604.2.17 *Airport Traffic Control Towers*. .....

604.2.18 *Elevators*. .....

604.2.19 *Smoke-proof Enclosures and Stair Pressurization Alternative*. Standby power shall be provided for smoke-proof enclosures, stair pressurization alternative and associated automatic fire detection systems as required by the *International Building Code*, Section 909.20.6.2.

604.2.20 *Elevator Pressurization*. Standby power shall be provided for elevator pressurization system as required by the *International Building Code*, Section 909.21.5.

604.2.21 *Elimination of Smoke Dampers in Shaft Penetrations*. Standby power shall be provided when eliminating the smoke dampers in ducts penetrating shafts in accordance with the *International Building Code*, Section 717.5.3, exception 2.3.

604.2.22 *Common Exhaust Systems for Clothes Dryers*. Standby power shall be provided for common exhaust systems for clothes dryers located in multistory structures in accordance with the *International Mechanical Code* Section 504.8, item 7.

604.2.23 *Hydrogen Cutoff Rooms*. Standby power shall be provided for mechanical ventilation and gas detection systems of Hydrogen Cutoff Rooms in accordance with the *International Building Code*, Section 421.8.

*604.2.24 Means of Egress Illumination in Existing Buildings.* Emergency power shall be provided for *means of egress* illumination in accordance with Section 1104.5 and 1104.5.1 when required by the fire code official. (90 minutes in I-2, 60 minutes elsewhere.)

*604.3 Energy Time Duration.* Unless a time limit is specified by the fire code official, in this chapter or elsewhere in this code, or in any other referenced code or standard, the emergency and standby power system shall be supplied with enough fuel or energy storage capacity for not less than 2-hour full-demand operation of the system.

*Exception:* Where the system is supplied with natural gas from a utility provider and is approved.

- (16) The following subsection of *Section 605* is amended to read as follows:

*605.5 Extension Cords.* Extension cords and flexible cords shall not be a substitute for permanent wiring. Extension cords and flexible cords shall not be affixed to structures, extended through walls, ceilings or floors, or under doors or floor coverings, nor shall such cords be subject to environmental damage or physical impact. Extension cords shall be used only with portable appliances. Multiplug extension cords with lamp-type cords are not approved for any commercial application, including holiday decorations.

- (17) The following subsection of *Section 704* is amended to read as follows:

*704.1 Enclosure.* Interior vertical shafts, including but not limited to stairways, elevator hoist ways, service and utility shafts, that connect two or more stories of a building shall be enclosed or protected in accordance with the codes in effect at the time of construction but, regardless of when constructed, not less than as required in Chapter 11. New floor openings in existing buildings shall comply with the *International Building Code*.

- (18) The following subsections of *Section 807* are amended to read as follows:

*807.4.3.2 Artwork.* Artwork and teaching materials shall be limited on the walls of corridors to not more than 20 percent of the wall area.

*Exception:* Corridors protected by an approved automatic sprinkler system installed in accordance with Section 903.3.1.1 shall be limited to 50 percent of the wall area.

*807.4.4.2 Artwork.* Artwork and teaching materials shall be limited on the walls of corridors to not more than 20 percent of the wall area. .

*Exception:* Corridors protected by an approved automatic sprinkler system installed in accordance with Section 903.3.1.1 shall be limited to 50 percent of the wall area.

- (19) The following subsections of *Section 901* are amended to read as follows:

*901.6.1.1 Standpipe Testing.* Building owners/managers must utilize a licensed fire protection contractor to test and certify standpipe systems. In addition to the testing and maintenance requirements of NFPA 25 applying to standpipe systems, the following additional requirements shall be applied to the testing that is required every 5 years:

1. The piping between the Fire Department Connection (FDC) and the standpipe shall be hydrostatically tested for all FDC's on any type of standpipe system. Hydrostatic testing shall also be conducted in accordance with NFPA 25 requirements for the different types of standpipe systems.
2. For any manual (dry or wet) standpipe system not having an automatic water supply capable of flowing water through the standpipe, the contractor shall connect hose from a fire hydrant or portable pumping system (as approved by the fire code official) to each FDC, and flow water through the standpipe system to the roof outlet to verify that each inlet connection functions properly. There are no required pressure criteria at the outlet. Verify that check valves function properly and that there are no closed control valves on the system.
3. Any pressure relief, reducing, or control valves shall be tested in accordance with the requirements of NFPA 25.
4. If the FDC is not already provided with approved caps, the contractor shall install such caps for all FDC's. Contact the Fire Marshal for additional information.
5. Upon successful completion of standpipe test, the contractor shall place a blue tag (as per "Texas Administrative Code, Title 28. Insurance, Part I. Texas Department of Insurance, Chapter 34. State Fire Marshal, Subchapter G. Fire Sprinkler Rules, 28 TAC § 34.720. Inspection, Test and Maintenance Service (ITM) Tag") at the bottom of each standpipe riser in the building. The tag shall be check-marked as "Fifth Year" for Type of ITM, and the note on the back of the tag shall read "5 Year Standpipe Test" at a minimum.
6. The contractor shall follow the procedures as required by "Texas Administrative Code, Title 28. Insurance, Part I. Texas Department of Insurance, Chapter 34. State Fire Marshal, Subchapter G. Fire Sprinkler Rules, 28 TAC" with regard to Yellow Tags and Red Tags or any deficiencies noted during the testing, including the required notification of the local Authority Having Jurisdiction (Fire Marshal).
7. Additionally, records of the testing shall be maintained by the owner and contractor, as required by the State Rules mentioned above and NFPA 25.
8. Standpipe system tests where water will be flowed external to the building shall not be conducted during freezing conditions or during the day prior to expected night time freezing conditions.

9. Contact the Fire Marshal for requests to remove existing fire hose from Class II and III standpipe systems where employees are not trained in the utilization of this fire fighting equipment. All standpipe hose valves must remain in place and be provided with an approved cap and chain when approval is given to remove hose by the fire code official.

*901.7 Systems Out of Service.* Where a required fire protection system is out of service or in the event of an excessive number of activations, the fire department and the fire code official shall be notified immediately and, where required by the fire code official, the building shall either be evacuated or an approved fire watch shall be provided for all occupants left unprotected by the shut down until the fire protection system has been returned to service.

- (20) The following subsections of *Section 903* are amended to read as follows:

*903.1.1 Alternative Protection.* Alternative automatic fire-extinguishing systems complying with Section 904 shall be permitted in addition to automatic sprinkler protection where recognized by the applicable standard, or in lieu of automatic sprinkler protection when approved by the fire code official.

*903.2 Where Required.* Approved automatic sprinkler systems in new buildings and structures shall be provided in the locations described in this section.

*Delete Exception:*

*903.2.11.3 Buildings More than 35 Feet in Height.* An automatic sprinkler system shall be installed throughout buildings with a floor level, other than penthouses in compliance with Section 1509 of the International Building Code, that is located 35 feet (10 668mm) or more above the lowest level of fire department vehicle access.

*Exception:* Open parking structures in compliance with Section 406.3 of the International Building Code.

*903.2. 11.7 High-Piled Combustible Storage.* For any building with a clear height exceeding 12 feet (4572 mm), see Chapter 32 to determine if those provisions apply.

*903.2. 11.8 Spray Booths and Rooms.* New and existing spray booths and spraying rooms shall be protected by an approved automatic fire-extinguishing system.

*903.2. 11.9 Buildings Over 5,000 sq. ft.* An automatic sprinkler system shall be installed throughout all buildings with a building area over 5,000 sq. ft. For the purpose of this provision, fire walls shall not define separate buildings.

*Exceptions:*

1. Open parking garages in compliance with Section 406.5 of the International Building Code.
2. Type A-5.

*903.3.1.1.1 Exempt locations.* When approved by the fire code official, automatic sprinklers shall not be required in the following rooms or areas where such rooms or areas are protected with an approved automatic fire detection system in accordance with Section 907.2 that will respond to visible and invisible particles of combustion. Sprinkler shall not be omitted from any room merely because it is damp, of fire-resistance-rated construction or contains electrical equipment.

1. Any room where the application of water, or flame and water, constitutes a serious life or fire hazard.
2. Any room or space where sprinklers are considered undesirable because of the nature of the contents, when approved by the fire code official.
3. Generator and transformer rooms, under the direct control of a public utility, separated from the remainder of the building by walls and floor/ceiling or roof/ceiling assemblies having a fire-resistance rating of not less than 2 hours.

*903.3.1.2.2 Attics, Open Breezeways, and Attached Garages.* Sprinkler protection is required in attic spaces of such buildings two or more stories in height, open breezeways, and attached garages.

*903.3.1.3 NFPA 13D Sprinkler Systems.* Automatic Sprinkler Systems installed in one- and two-family dwellings, Group R-3 and R-4 congregate living facilities and townhouses shall be permitted to be installed throughout in accordance with NFPA 13D or in accordance with state law.

*903.3.5 Water Supplies.* Water supplies for automatic sprinkler systems shall comply with this section and the standards referenced in Section 903.3.1. The potable water supply shall be protected against backflow in accordance with the requirements of this section and the International Plumbing Code. Water supply as required for such systems shall be provided in conformance with the supply requirements of the respective standards; however, every fire protection system shall be designed with a 10 psi safety factor.

*903.4.2 Alarms.* An approved, weatherproof horn/strobe notification appliance with a minimum 75 candela strobe rating shall be connected to each “automatic sprinkler system”. The device shall be located on the exterior of the building, in an approved location, to identify the primary emergency access to the fire sprinkler riser room, or as otherwise approved. Such sprinkler water-flow alarm devices shall be activated by

water flow equivalent to or greater than the flow of a single sprinkler of the smallest orifice size installed in the system. Where a fire alarm system is installed, actuation of the “automatic sprinkler system” shall actuate the building fire alarm system; the exterior water-flow alarm device shall only activate upon a water flow equivalent to or greater than the flow of a single sprinkler of the smallest orifice size installed in the system.

At least one manual fire alarm box shall be provided, where available to the building’s occupants, to initiate a fire alarm signal. Additional boxes may be required by the Fire code official. The fire alarm box(es) shall be located in an approved location(s).

*903.4.4 Group R-2 Riser Security.* Exterior fire sprinkler riser room access doors of group R-2 buildings shall be secured to prevent unauthorized access.

*903.4.5 Dedicated Function Fire Alarm System [Fire Sprinkler Monitoring System] Control Panel Location.* In fire sprinklered buildings, the dedicated function fire alarm system [fire sprinkler monitoring system] control panel shall be located at the main fire sprinkler riser room, unless otherwise approved. A remote annunciator may also be required for facilitate Fire Department response.

*903.6.2 Spray booths and rooms.* New and existing spray booths and spray rooms shall be protected by an approved automatic fire-extinguishing system in accordance with Section 1504.

(21) The following subsections of *Section 905* are amended to read as follows:

*905.2 Installation Standards.* Standpipe systems shall be installed in accordance with this section and NFPA 14. Manual dry standpipe systems shall be supervised with a minimum of 10 psig and a maximum of 40 psig air pressure with a high/low alarm.

*905.3.9 Building Area.* In buildings exceeding 10,000 square feet in area per story, Class I automatic wet or wet standpipes shall be provided where any portion of the building’s interior area is more than 200 feet (60,960 mm) of travel, vertically and horizontally, from the nearest point of fire department vehicle access.

*Exception:* Automatic dry and semi-automatic dry standpipes are allowed as provided for in NFPA 14.

*905.4 Location of Class I standpipe hose connections.* Class I standpipe hose connections shall be provided in all of the following locations:

1. In every required stairway, a hose connection shall be provided for each floor level above or below grade. Hose connections shall be located at an intermediate floor level landing between floors, unless otherwise approved by the fire code official.
2. On each side of the wall adjacent to the exit opening of a horizontal exit.

*Exception:* Where floor areas adjacent to a horizontal exit are reachable from exit stairway hose connections by a 30-foot (9144mm) hose stream from a nozzle attached to 100 feet (30480mm) of hose, a hose connection shall not be required at the horizontal exit.

3. In every exit passageway, at the entrance from the exit passageway to other areas of a building.
4. In covered mall buildings, adjacent to each exterior public entrance to the mall and adjacent to each entrance from an exit passageway or exit corridor to the mall.
5. Where the roof has a slope less than four units vertical in 12 units horizontal (33.3-percent slope), each standpipe shall be provided with a two-way hose connection located either on the roof or at the highest landing of a stairway with stair access to the roof. An additional hose connection shall be provided at the top of the most hydraulically remote standpipe for testing purposes.
6. Where the most remote portion of a nonsprinklered floor or story is more than 150 feet (45720 mm) from a hose connection or the most remote portion of a sprinklered floor or story is more than 200 feet (60960 mm) from a hose connection, the fire code official is authorized to require that additional hose connections be provided in approved locations.

#### *905.9 Addition*

Sprinkler and standpipe system water-flow detectors shall be provided for each floor tap to the sprinkler system and shall cause an alarm upon detection of water flow between 45-60 seconds. All control valves in the sprinkler and standpipe systems except for fire department hose connection valves shall be electrically supervised to initiate a supervisory signal at the central station upon tampering.

(22) The following subsections of *Section 907* are amended to read as follows:

*907.1.2 Fire Alarm Control Panel Location.* In fire sprinklered buildings, the fire alarm control panel shall be located at the main fire sprinkler riser room, unless otherwise approved. A remote annunciator may also be required to facilitate Fire Department response.

*907.1.4 Design Standards.* All alarm systems, new or replacement, serving 20 or more alarm actuating devices shall be addressable fire detection systems. Alarm systems serving more than 40 smoke detectors or more than 100 total alarm activating devices shall be analog intelligent addressable fire detection systems.

*Exception:* Existing systems need not comply unless the total building remodel or expansion initiated after the effective date of this code, as adopted, exceeds 30 percent

of the building. When cumulative building remodel or expansion exceeds 50 percent of the building must comply within 18 months of permit application.

*907.2.3 Group E.* A manual fire alarm system that initiates the occupant notification signal utilizing an emergency voice/alarm communication system meeting the requirements of Section 907.5.2.2 and installed in accordance with Section 907.6 shall be installed in Group E educational occupancies. When *automatic sprinkler systems* or smoke detectors are installed, such systems or detectors shall be connected to the building fire alarm system. An approved smoke detection system shall be installed in Group E day care occupancies. Unless separated by a minimum of 100' open space, all buildings, whether portable buildings or the main building, will be considered one building for alarm occupant load consideration and interconnection of alarm systems.

*Exceptions:*

1. A manual fire alarm system is not required in Group E educational and day care occupancies with an occupant load of less than 30 when provided with an approved automatic sprinkler system.
  - 1.1. Residential In-Home day care with not more than 12 children may use interconnected single station detectors in all habitable rooms. (For care of more than five children 2½ or less years of age, see Section 907.2.6.)

*907.2.12 High-rise buildings.* Buildings with any floor used for human occupancy located more than 55 feet (16 764 mm) above the lowest level of fire department vehicle access shall be provided with an automatic fire alarm system and an emergency voice/alarm communications system in accordance with Section 907.2.12.2.

*907.2.13, Exception #3*

3. Buildings with an occupancy in Group A-5 in accordance with Section 303.1 of the International Building Code, when used for open air seating; however, this exception does not apply to accessory uses including but not limited to sky boxes, restaurants and similarly enclosed areas.

*907.4 Manual Fire Alarm Boxes:* Manual fire alarm boxes shall be installed in accordance with Sections 907.4.1 through 907.4.5. Manual alarm actuating devices shall be an approved double action type.

*907.4.2.7 Type.* Manual alarm initiating devices shall be an approved double action type.

*907.9.2 High-Rise Buildings.* In buildings that have any floor used for human occupancy that is located more than 55 feet (16 764 mm) above the lowest level of fire department vehicle access, a separate zone by floor shall be provided for all of the following types of alarm-initiating devices where provided:

1. Smoke detectors.
2. Sprinkler water-flow devices.
3. Manual fire alarm boxes.
4. Other approved types of automatic fire detection devices or suppression systems.

*907.10.1 Visible Alarms.* Visible alarm notification appliances shall be provided in accordance with Sections 907.10.1.1 through 907.10.1.4

*Exceptions:*

1. When approved by the fire code official, visible alarm notification appliances are not required in alterations, except where an existing fire alarm system is upgraded or replaced, or a new fire alarm system is installed.
2. Visible alarm notification appliances shall not be required in exits as defined in Section 1002.1.

(23) The following subsections of *Section 910* are amended to read as follows:

*910.1 "Add Exception 2"*

*Exceptions:*

2. Where areas of buildings are equipped with early suppression fast-response (ESFR) sprinklers, only manual smoke and heat vents or manually activated engineered mechanical smoke exhaust systems shall be required within these areas. Automatic smoke and heat vents are prohibited.

*910.2. 3 Group H.* Buildings and portions thereof used as a Group H occupancy as follows:

1. In occupancies classified as Group H-2 or H-3, any of which are more than 15,000 square feet (1394 m<sup>2</sup>) in single floor area.

*Exceptions:*

1. Buildings of noncombustible construction containing only noncombustible materials.
2. In areas of buildings in Group H used for storing Class 2, 3 and 4 liquid and solid oxidizers, Class 1 and unclassified detonable organic peroxides, Class 3 and 4

unstable (reactive) materials, or Class 2 or 3 water-reactive materials as required for a high-hazard commodity classification.

*Exception:*

1. Buildings of noncombustible construction containing only noncombustible materials.

*Table 910.3 Requirements for Draft Curtains and Smoke and Heat Vents.*

Change the title of the first row of Table 910.3 from "Group F-1 and S-1" to include "Group H" and to read as follows "Group F-1, H and S-1"

OCCUPANCY GROUP AND COMMODITY CLASSIFICATION	DESIGNATED STORAGE HEIGHT (feet)	MINIMUM DRAFT CURTAIN DEPTH (feet)	MAXIMUM AREA FORMED BY DRAFT CURTAINS (square feet)	VENT AREA TO FLOOR AREA RATIO <sup>c</sup>	MAXIMUM SPACING OF VENT CENTERS (feet)	MAXIMUM DISTANCE TO VENTS FROM WALL OR DRAFT CURTAIN; sup\sup; (feet)
Group H, F-1, H and S-1	—	0.2 x H <sup>d</sup> But > 4	50,000	1:100	120	60

*910.3.1 Design.* Smoke and heat vents shall be *listed and labeled* to indicate compliance with UL 793.

*910.3.2 Vent Operation.* Smoke and heat vents shall be capable of being operated by approved automatic and manual means. Automatic operation of smoke and heat vents shall conform to the provisions of Sections 910.3.2.1 through 910.3.2.3.

*910.3.2.1 Gravity-Operated Drop Out Vents.* Automatic smoke and heat vents containing heat-sensitive glazing designed to shrink and drop out of the vent opening when exposed to fire shall fully open within 5 minutes after the vent cavity is exposed to a simulated fire represented by a time-temperature gradient that reaches an air temperature of 500°F (260°C) within 5 minutes.

*910.3.2.2 Sprinklered Buildings.* Where installed in buildings equipped with an approved automatic sprinkler system, smoke and heat vents shall be designed to operate automatically.

The automatic operating mechanism of the smoke and heat vents shall operate at a temperature rating at least 100 degrees F (approximately 38 degrees Celsius) greater than the temperature rating of the sprinklers installed.

*910.3.2.3 Nonsprinklered Buildings.* Where installed in buildings not equipped with an approved automatic sprinkler system, smoke and heat vents shall operate automatically by actuation of a heat-responsive device rated at between 100°F (56°C) and 220°F (122°C) above ambient.

*Exception:* Gravity-operated drop out vents complying with Section 910.3.2.1.

*910.3.3 Vent Dimensions.* The effective venting area shall not be less than 16 square feet (1.5 m<sup>2</sup>) with no dimension less than 4 feet (1219 mm), excluding ribs or gutters having a total width not exceeding 6 inches (152 mm).

(24) The following subsections of *Section 912.2.13* are amended to read as follows:

*912.2.3 Hydrant Distance.* An approved fire hydrant shall be located between 35 and 135 feet from the fire department connection as the fire hose lies along an approved, unobstructed path. The path shall not cross a fire lane.

*912.4 Signs.* A metal sign with raised letters at least 1 inch (25mm) in size shall be mounted on all fire department connections serving automatic sprinklers, standpipes or fire pump connections. Such signs shall read: AUTOMATIC SPRINKLERS or STANDPIPES or TEST CONNECTION or a combination thereof as applicable. Where the fire department connection does not serve the entire building, a sign shall be provided indicating the portions of the building served.

When required by the fire code official, approved address and/or building number signs shall be installed to identify the building(s) served by each fire department connection. The signs shall be permanently attached, conspicuous, and durable, and shall be maintained.

(25) The following subsections of *Section 910* are amended to read as follows:

*913.1 General.* Where provided, fire pumps shall be installed in accordance with this section and NFPA 20. When located on the ground level at an exterior wall, the fire pump room shall be provided with an exterior fire department access door that is not less than 3 ft. in width and 6 ft. - 8 in. in height, regardless of any interior doors that are provided. An approved key box shall be provided at this door, as required by Section 506.1.

*Exception:* When it is necessary to locate the fire pump room on other levels or not at an exterior wall, the corridor leading to the fire pump room access from the exterior of the building shall be provided with equivalent fire resistance as that required for the pump room, or as approved by the fire code official. Access keys shall be provided in the key box as required by Section 506.1.

(26) The following subsection of *Section 1020* is amended to read as follows:

*1020.1.7 Smokeproof enclosures.* In buildings required to comply with Section 403 or 405 of the IBC, each of the exits of a building that serves stories where any floor surface is located more than 55 feet (16 764 mm) above the lowest level of fire department vehicle access or more than 30 feet (9144 mm) below the level of exit discharge serving such floor levels shall be a smokeproof enclosure or pressurized stairway in accordance with Section 909.20.

(27) The following subsection of *Section 1028* is amended to read as follows:

*1028.2 Reliability.* Required exit accesses, exits or exit discharges shall be continuously maintained free from obstructions or impediments to full instant use in the case of fire or other emergency. Security devices affecting means of egress shall be subject to approval of the fire code official.

(28) The following subsection of *Section 1030* is amended to read as follows:

*1030.2 Reliability.* Required exit accesses, exits and exit discharges shall be continuously maintained free from obstructions or impediments to full instant use in the case of fire or other emergency. An exit or exit passageway shall not be used for any purpose that interferes with a means of egress.

(29) The following subsection of *Section 1103* is amended to read as follows:

*1103.5.3 Spray booths and rooms.* Existing spray booths and spray rooms shall be protected by an approved automatic fire-extinguishing system in accordance with Section 2404.

(30) The following subsection of *Section 2306* is amended to read as follows:

*Table 2306.2 General Fire Protection and Life Safety Requirements*  
*Change footnote j to read as follows:*

- j. Where areas of buildings are equipped with early suppression fast-response (ESFR) sprinklers, only manual smoke and heat vents shall be required within these areas.

(31) The following subsections of *Section 5601* are amended to read as follows:

*5601.1.3 Fireworks.* The possession, manufacture, storage, sale, handling and use of fireworks are prohibited. The presence or use of fireworks within the jurisdiction of the City of Richardson in violation of this ordinance is hereby declared to be a common and public nuisance. The restrictions of this Section shall be applicable and in force throughout the territory of the City of Richardson, Texas, and extending for a distance outside the City limits for a total of 5,000 feet; provided that this Section shall not be in effect within any portion of such 5,000 feet area which is contained within the territory of any other municipal corporation

*Exceptions:*

1. Only when approved for fireworks displays, storage and handling of fireworks as allowed in Sections 3304 and 3308.
2. The use of fireworks for approved display as allowed in Section 3308.

*5601.1.4 Rocketry.* The use of model and high-power rockets shall not be allowed within the jurisdiction of the City of Richardson. The storage and handling of model and high-power rockets shall comply with the requirements of NFPA 1122, NFPA 1125 and NFPA 1127.

*FIREWORKS.* Any composition or device for the purpose of producing a visible and/or an audible effect for entertainment purposes by combustion, deflagration, detonation, and/or activated by ignition with a match or other heat producing device that meets the definition of 1.4G fireworks or 1.3G fireworks as set forth herein.

(32) The following subsection of *Section 5703* is amended to read as follows:

*5703.6 Piping Systems:* Piping systems, and their component parts, for flammable and combustible liquids shall be in accordance with this section. An approved method of secondary containment shall be provided for underground tank and piping systems.

The following subsection of *Section 5704* is amended to read as follows:

*5704.2.9.5 Above-ground tanks inside of buildings.* Above-ground tanks inside of buildings shall comply with Section 5704.2.9.5.1 through 5704.2.9.5.3.

*5704.2.9.5.1 ....*

*5704.2.9.5.2 ....*

*5704.2.9.5.3 Combustible liquid storage tanks inside of buildings.* The maximum aggregate allowable quantity limit shall be 3,000 gallons (11 356 L) of Class II or III combustible liquid for storage in protected aboveground tanks complying with Section 5704.2.9.7 when all of the following conditions are met:

1. The entire 3,000 gallon (11 356 L) quantity shall be stored in protected above-ground tanks;
2. The 3,000 gallon (11 356 L) capacity shall be permitted to be stored in a single tank or multiple smaller tanks;
3. The tanks shall be located in a room protected by an *automatic sprinkler system* complying with Section 903.3.1.1; and

4. Tanks shall be connected to fuel-burning equipment, including generators, utilizing an *approved* closed piping system.

The quantity of combustible liquid stored in tanks complying with this section shall not be counted towards the maximum allowable quantity set forth in Table 5003.1.1(1), and such tanks shall not be required to be located in a control area. Such tanks shall not be located more than two stories below grade.

*5704.2.11.5 Leak Prevention.* Leak prevention for underground tanks shall comply with Sections 5704.2.11.5.1 through 5704.2.11.5.3. An approved method of secondary containment shall be provided for underground tank and piping systems.

*5704.2.11.5.2 Leak Detection.* Underground storage tank systems shall be provided with an approved method of leak detection from any component of the system that is designed and installed in accordance with NFPA 30 and as specified in Section 5704.2.11.5.3.

*5704.2.11.5.3 Observation Wells.* Approved sampling tubes of a minimum 4 inches in diameter shall be installed in the backfill material of each underground flammable or combustible liquid storage tank. The tubes shall extend from a point 12 inches below the average grade of the excavation to ground level and shall be provided with suitable surface access caps. Each tank site shall provide a sampling tube at the corners of the excavation with a minimum of 4 tubes. Sampling tubes shall be placed in the product line excavation within 10 feet of the tank excavation and one every 50 feet routed along product lines towards the dispensers, a minimum of two are required.

- (33) The following subsection of *Section 6103* is amended to read as follows:

*6103.2.1.8 Jewelry Repair, Dental Labs and Similar Occupancies.* Where natural gas service is not available, portable LP-Gas containers are allowed to be used to supply approved torch assemblies or similar appliances. Such containers shall not exceed 20-pound (9.0 kg) water capacity. Aggregate capacity shall not exceed 60-pound (27.2 kg) water capacity. Each device shall be separated from other containers by a distance of not less than 20 feet.

#### **Sec. 8-29. - Administration.**

- (a) The Richardson Fire Code shall be enforced by the fire prevention division in the fire department of the city, which is hereby established and which shall be operated within the supervision of the chief of the fire department.
- (b) The chief (or fire official) in charge of the fire prevention division shall be appointed by the chief of the fire department under such terms and conditions as may be prescribed by the city manager. His term of office shall be for such time as determined by the chief of the fire department.

- (c) The chief of the fire department may detail such members of the fire department as inspectors as shall from time to time be necessary. The chief of the fire department shall recommend to the city manager the employment of technical inspectors who, when such authorization is made, shall be selected in such manner as may be determined by the chief of the department. Such inspectors shall be appointed by the chief of the fire department and shall serve for such a period of employment as may be fixed by the chief of the fire department at the time of the appointment.
- (d) A report of the fire prevention division shall be made annually and transmitted to the city manager. It shall contain all proceedings under this code with such statistics as the chief of the fire department may wish to include therein; the chief of the fire department shall also recommend any amendments to the code which, in his judgment, shall be desirable.

**Sec. 8-30. - Storage of flammable or combustible liquids in outside aboveground tanks.**

The storage of flammable and combustible liquids in above ground tanks outside of buildings is prohibited within the limits of the fire district and all other districts except those zoned Industrial. or Commercial. Bulk plants are prohibited in all districts.

**Sec. 8-31. - Manufacturing and storage of explosives and blasting agents.**

Permits shall not be issued for manufacturing or storing of explosives and blasting materials in any district.

**Sec. 8-32 – 8-35 Reserved.”**

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

**SECTION 3.** That should any sentence, paragraph, subdivision, clause, phrase or section of this Ordinance be adjudicated or held to be unconstitutional, illegal or invalid, the same shall not affect the validity of this Ordinance as a whole, or any part or provision thereof other than the part so decided to be invalid, illegal or unconstitutional, and shall not affect the validity of the Code of Ordinances as a whole.

**SECTION 4.** That any offense committed before the effective date of this Ordinance is governed by the prior law and provisions of the Code of Ordinances, as amended, in effect when the offense was committed and the former laws continued in effect for this purpose.

**SECTION 5.** That any person, firm or corporation violating any of the provisions or terms of this Ordinance shall be subject to the same penalty as provided for in the Code of Ordinances of the City of Richardson, as heretofore amended, and upon conviction shall be punished by a fine not to exceed the sum of Two Thousand Dollars (\$2,000) for each offense; and each and every day such violation shall continue shall be deemed to constitute a separate offense.

**SECTION 6.** That this Ordinance shall take effect immediately from and after its passage and publication of caption as a law and charter in such cases provide.

**DULY PASSED AND APPROVED** by the City Council of the City of Richardson, Texas, this 22<sup>nd</sup> day of April, 2013.

**APPROVED:**

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**MAYOR**

**CORRECTLY ENROLLED:**

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**CITY SECRETARY**

**APPROVED AS TO FORM:**

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**CITY ATTORNEY**

(PGS:4-5-13:TM 59926)

**RESOLUTION NO. 13-12**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RICHARDSON, TEXAS, ADOPTING THE CITY OF RICHARDSON CULTURAL ARTS MASTER PLAN; AUTHORIZING THE CITY MANAGER TO IMPLEMENT THE PLAN; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City Council of the City of Richardson, Texas, supports the implementation of the Cultural Arts Master Plan to help create a vibrant and viable arts community in which diverse, high-quality arts opportunities are available to Richardson residents and visitors; and

**WHEREAS**, the City Council has reviewed the Cultural Arts Master Plan, attached hereto as Exhibit "A, and finds that it is in the best interests of the citizens of Richardson; and

**WHEREAS**, the City Manager is authorized to take the necessary action to implement the Cultural Arts Master Plan;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF RICHARDSON, TEXAS:**

**SECTION 1.** That the City Council of Richardson, Texas, hereby adopts the City of Richardson Cultural Arts Master Plan attached hereto as Exhibit "A". The City Manager is hereby authorized to take the necessary action to implement the Plan.

**SECTION 2.** That this Resolution shall become effective immediately from and after its passage.

**DULY RESOLVED AND ADOPTED** by the City Council of the City of Richardson, Texas, on this the 22nd day of April, 2013.

CITY OF RICHARDSON, TEXAS

\_\_\_\_\_  
MAYOR

APPROVED AS TO FORM:

ATTEST:

\_\_\_\_\_  
PETER G. SMITH, CITY ATTORNEY  
(PGS:04-16-13:TM 60308)

\_\_\_\_\_  
CITY SECRETARY

***Exhibit "A"***  
***Cultural Arts Master Plan***



City of Richardson, Texas

# CULTURAL ARTS MASTER PLAN

April 2013



# Letter from the Richardson Arts Commission

On behalf of the Richardson Arts Commission, I am pleased to present to you the Cultural Arts Master Plan for the City of Richardson.

The report is the result of many months of assessment of the state of the cultural arts in Richardson and of inquiry to identify potential actions that should be undertaken to sustain and significantly enhance the vitality of the arts in our city. In recent years, a combination of private enterprise and municipal support has nurtured a growing role for the arts in Richardson. Few cities of this size can boast a symphony orchestra, two active community theaters, three impressive recurring arts festivals, and a venue like the Eisemann Center for the Performing Arts where local and national professional dance companies, theatrical companies, and musical groups provide thrilling performances throughout each year. We are well positioned to build on this foundation to brand Richardson, long known as the center of technical expertise and innovation, as a city where creative and performance arts pervasively invigorate the lives of our citizens and attract the attention of our visitors.

This plan outlines a set of strategies and recommendations that build upon discussions in numerous focus groups, forums, and deliberations with community leaders and with arts participants and administrators to strengthen and enhance the cultural arts. The plan calls for the recognition of the vital role of community arts as an integral element in planning for the economic and social well-being of the future of our city. It calls for infusion of the cultural arts into every dimension of Richardson's environment of "Live; Work; Play."

**Abby Kratz**

Chair,  
Richardson Arts Commission

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# 1

## Why Culture?



Greater Dallas Youth Orchestra, 40th Anniversary Concert, 2011

“Culture is the process by which a person becomes all that they were created capable of being.”

— Thomas Carlyle, Philosopher & Historian

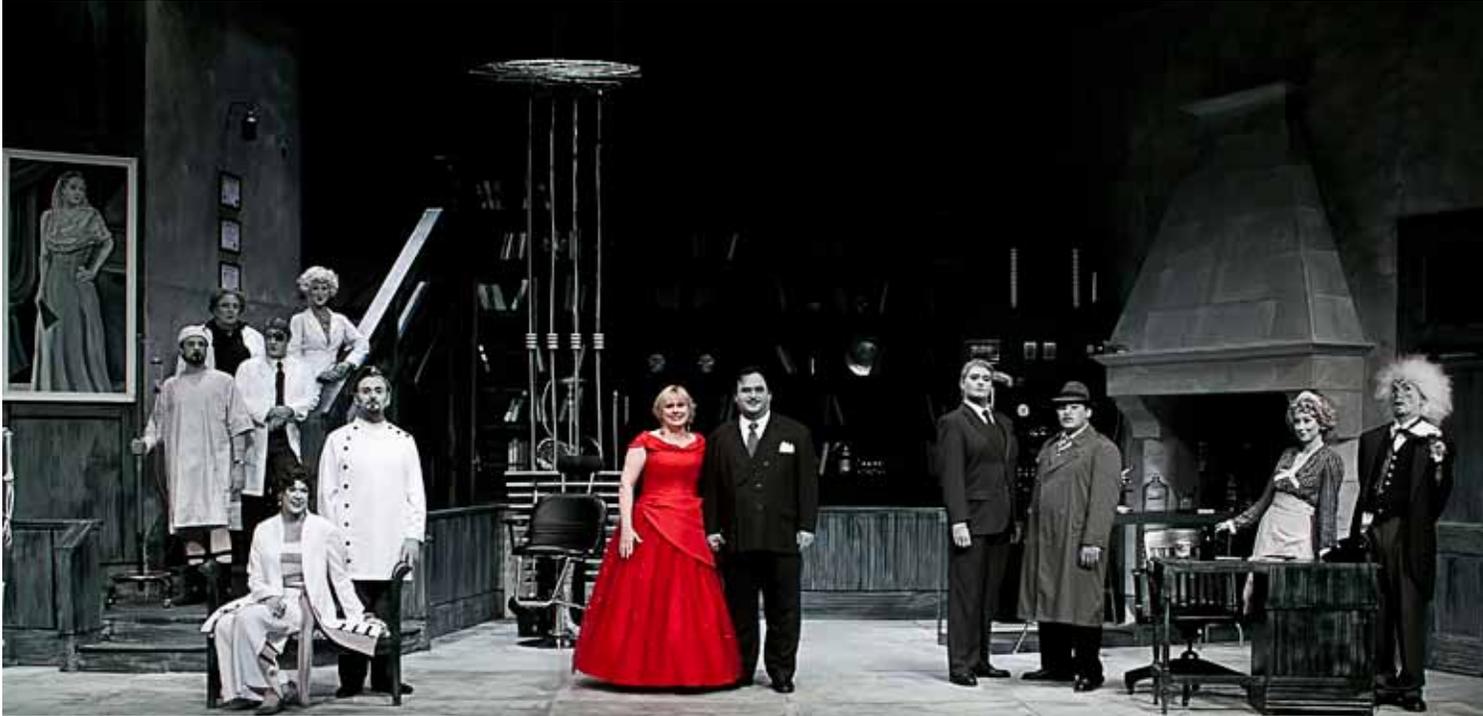
The Cultural Arts Master Plan for the City of Richardson launches a 10 year process to ensure the sustainability and vitality of Richardson through arts and culture.

The Cultural Arts Master Plan represents the culmination of extensive community consultation, research on policies and initiatives, analysis of existing cultural assets, and brainstorming among Richardson’s broad cultural community.

Ultimately, the Cultural Arts Master Plan expresses the cultural potential of Richardson and its citizens. Through this master planning process the Richardson Arts Commission has articulated the following vision statement for the cultural arts in Richardson.

### Vision Statement for the Cultural Arts in Richardson

*Richardson is a dynamic community that is committed to meeting the needs of all its citizens, of every age and background. Richardson values and cultivates the enrichment of its population by celebrating diversity, strengthening and promoting its cultural sector, stimulating innovation and leadership, and attracting new people and ideas. Richardson weaves culture through all aspects of city life, thus strengthening community pride and identity, enhancing quality of life, bolstering economic development and raising the city’s profile throughout Texas and the southwest.*



Pegasus Theatre, "Death is No Small Change", 2011

## 1.1 What is a Cultural Arts Master Plan?

Vision meets strategy in a cultural arts master plan. A cultural arts master plan translates the cultural needs and identity of a community into a tool for implementing recommendations. These recommendations seek to address gaps in cultural service delivery; expand participation; broaden the impact of culture on the wider community; identify new opportunities for a city's future audience; stake out a city's identity through cultural expression; or, very likely, all of the above.

This Cultural Arts Master Plan addresses distinct objectives specific to Richardson's cultural sector, including all art forms and heritage. These are:

- **increase the impact of existing cultural assets** through increased accessibility, effective delivery of services, preservation of local heritage resources, examination of public and private support, and improved visibility;
- **realize the potential for broad civic impact** through contributions to the overall well-being of Richardson's community, cultural tourism, and coordination between stakeholders and the community at large; and

- **ensure that the needs and aspirations of Richardson's community into the future are met** through a variety of cultural activities, opportunities, and facilities; growth of citizen participation; partnership development; and value for all age groups.

### Definition of Cultural Arts

What is the meaning of cultural arts to citizens of Richardson now and in the future?

Cultural arts is the shared identity of the community of Richardson — multidimensional and ever-changing. It is the creative expression of individuals and how they perceive the world—their beliefs, customs, values, traditions, and aspirations.

Cultural arts includes cultural expression through the arts, connection to the community through heritage, creative learning, and the stories and experiences that make up a vibrant community.

## Why Cultural Planning?

To harness culture as an engine for Richardson’s broad-based initiatives requires vision and the practical tactics to implement recommendations. This is an essential element of Richardson’s Cultural Arts Master Plan. A cultural arts master plan should offer hope and ideas and opportunities.<sup>1</sup> At the center of a cultural arts master plan is a set of guiding principles that addresses **cultural participation, arts sustainability, content and audience diversity, cultural heritage, issues of authenticity, and cultural identity**. A plan whose aim is to reflect the needs of its citizens can propel its city forward. With this Cultural Arts Master Plan, Richardson responds to the growth and evolution of North Texas and reflects the distinct community of Richardson—at once proud of its origins and passionate about its potential.

Richardson’s role in cultural planning and policy making relies as much on practical concerns such as service delivery as it does on an innovative and dynamic vision for culture in the city.

As the City itself stated, “the purpose of the Plan is to provide clarity and direction for cultural arts development throughout Richardson.”

## Richardson’s Cultural Arts Master Plan strives to:

- 1. Leverage Richardson’s network of attractions and venues.** Building capacity through creative collaborations at thriving and emerging venues will both diversify and increase the audiences in the visual arts, performing arts, festivals, and community events. Additionally, integrated marketing, broader funding options, private/public partnerships, and shared service opportunities are just a few of the economic reasons for forming alliances across organizations and events.
- 2. Support culture as an engine for a creative economy, attracting and retaining young professionals.** Richardson’s greatest asset is its residents, those who seek renewal through its cultural activities. Growth in home buying, school enrollment, and household income levels points to a shift in demographics, the effects of which the city is already experiencing. The Cultural Arts Master Plan, looking 10 years into the future, shall respond to present needs but also project the needs that will arise as the population evolves.

<sup>1</sup> Hume, Gord. *Cultural Planning for Creative Communities*. Municipal World, 2009.



Dallas Repertoire Ballet, 2003



Galatyn Park Fountain and Plaza

**3. Nurture Richardson’s future cultural leaders, artists, volunteers and audiences.** Richardson’s breadth of festivals—in their grassroots volunteer support, business model, and effect on broad civic goals—is a testament to the city’s role as breeding ground for emerging talent and community engagement at all levels. Dynamic as they are, Richardson’s cultural attractions must nevertheless plan for the next generation of cultural participants. Currently, Richardson competes with other cities to retain and nurture artists, a group that represents the lifeblood of an authentic cultural community. While the city’s arts leaders are at the top of their field, it is essential to involve emerging participants in the cultural sector, both as contributors and visionary leaders. Engaging these groups in the planning process will be vital.

**4. Position culture as an integral part of Richardson’s overall municipal responsibilities.** Cultural arts master plans rarely succeed when they stand alone, apart from the initiatives guiding other areas of the city. Cultural policy can have implications in terms of economic impact; neighborhood revitalization; efficient institutions; cohesive physical communities with thriving public spaces; quality of life; and environmental sustainability. As Richardson determines the qualities that will help it maintain its edge as a corridor for technology and innovation, it will take a visionary cultural arts master plan to make these connections and bring community collaborators into the process.

# 2

## Methodology



In Spring 2011, the City of Richardson engaged Lord Cultural Resources, in partnership with Schuler Shook, to complete a cultural arts master planning process. Working in partnership with the Richardson Arts Commission, the team launched a process to develop a 10-year plan to ensure the sustainability and vitality of the city’s cultural sector. A collaborative effort of Richardson’s cultural service providers and the community at large, the planning process examined the possibilities for and strengths of the city’s cultural sector.

### 2.1 Master Planning Process

Broadly speaking, the rigorous planning process followed three phases of planning: needs assessment; outreach to a broad constituency of community members, stakeholders, and cultural- sector participants throughout the city; and setting direction. To ensure that a comprehensive understanding of needs, opportunities, and potential initiatives emerged, the consulting team developed, in tandem with the Commission, the following methodology:

#### Phase 1: Needs Assessment and Initial Recommendations

- **Foundational Analysis:** A thorough literature review of previous cultural and municipal studies for the city and the North Texas region. It provided the foundation to recommend changes to existing cultural arts programs, activities, facilities, strategies, funding structures, and governance models.
- **Kick-Off Meeting:** The team met with City staff and the Arts Commission to review the project’s scope and objectives, establish an internal vision for Richardson, and discuss opportunities for fulfilling it as well as potential barriers.
- **Cultural Asset Assessment:** A comprehensive inventory of present facilities and services as well as an understanding of cultural participation. Together, this assessment represented a broad examination of Richardson’s cultural assets, not only its facilities and events, but also its people.

- On-Site Tours of Facilities and Interviews:** Examination of the existing cultural facilities and their offerings.
- Needs Analysis/Gap Analysis:** Based on the cultural asset assessment, the team analyzed present and potential audiences for cultural venues and activities in order to assess the appropriate uses and potential for facilities, programs, and education.
- Issues Identification/Stakeholder Interviews:** Interviews with civic leaders, leaders in the cultural sector, individual artists, volunteer boards, City staff, and other cultural services delivery providers.

### Community Outreach

- Public Forum:** The first public forum was held on November 29, 2011, at Richardson City Hall. Goals and findings from phase 1 were communicated to the public and feedback was solicited regarding needs, treasured assets, priorities, anticipated results, values, and community identity.
- Online Survey:** A survey conducted to engage the general public in enhancing our understanding of present funding needs and possible programmatic strategies.
- Special Focus Groups:** Focus groups were held to incorporate the needs of diverse populations and to elicit a broad-based community vision for culture, which also has been incorporated into the plan.

### Visioning

- Best Practices:** A broad survey and analysis of creative approaches to partnerships and programs to provide perspective and ideas for events and policies that could be closely tied with Richardson’s cultural environment.
- Funding and Partnerships Charrette:** The Project Steering Committee and additional stakeholders from a broad spectrum across Richardson, met to establish an informed set of funding priorities and sources; immediate, short-term, and long-term action strategies; and key partnership initiatives.
- Cultural Arts Master Plan Draft:** Findings, analysis, and final recommendations which were presented to the Richardson Arts Commission and the public through various meetings and workshops.
- Public Forum Community Review:** The consulting team presented the recommendations to the public, soliciting final comments to gauge the level of public support for the plan moving forward.
- Final Cultural Arts Master Plan:** All of the above feedback is incorporated into this Cultural Arts Master Plan.



Richardson Theatre Centre, "Blame It on the Movies", 2008



Repertory Company Theatre, "American Girl", 2012

# 3

## Defining Richardson's Cultural Arts Needs



Cottonwood Arts Festival

The priorities and recommendations of this Cultural Arts Master Plan are based on analysis of existing cultural conditions as well as capacity for newly created initiatives. The recommendations are designed to satisfy four overriding needs as well as a number of needs specific to particular cultural-sector issues, or, specialized needs.

These needs are detailed below.

**A need to leverage Richardson's rich existing cultural assets, including festivals, outdoor activities, and parks, to nurture, and engage diverse cultural audiences.** Both young and older adults identified a need for participatory cultural programming and broad arts programming.

Richardson is perceived by its residents as excelling in the presentation of festivals such as the Wildflower! Arts & Music Festival and the Cottonwood Art Festival as well as performing arts, especially theater, musical theater, and live music concerts. However, a large opportunity for the city lies in exposing/attracting younger commuters to the cultural arts in the city. This mega-market—the number of working professionals entering Richardson during working hours significantly increases the City's population—is attracted to more experimental and experiential arts offerings of all types.

It is this broadening of programming, in addition to the current offerings, that will allow them to socialize, discover more about themselves, and, possibly, even to advance their careers and move to Richardson.

**A need to incorporate more visual arts creation, participation, and exhibition opportunities.** Both cultural-sector participants and the lay public emphasized the fact that with the opening of the Charles W. Eisemann Center for Performing Arts and Corporate Presentations (the Eisemann Center) and the other surrounding organizations like the Richardson Theatre Centre and Repertory Company Theatre, Richardson has a range of quality performing arts spaces and offerings. However, Richardson offers few spaces for the creation or exhibition of visual arts. Beyond Cottonwood, which offers great opportunities for residents' exposure to and participation in the visual arts, year-round visual arts events are in demand. Visual arts are important because they provide lower-cost and at times more accessible entrée into the cultural arts for all ages and ethnicities.



Repertory Company Theatre, "Cabaret", 2012

**A need to communicate the dramatic impact that culture and the arts have on the future of Richardson—why culture matters—with a key emphasis on business/economic development and quality of life.** This Cultural Arts Master Plan and the resulting priority setting are one step in a considered campaign making the case for the cultural arts in the city. The role and responsibilities of the Arts Commission are a second. Research and consultation supported the need for outreach to faculty and administration at UT Dallas as well as the corporate community and newcomers to engage them in the vital role that culture plays in Richardson.

**A need for collaboration with the technology/telecom sector to encourage recognition of the role of the arts in innovation.** Creativity is the lifeblood of innovation. Innovation is the future of technology. Richardson boasts a dynamic population of highly educated technology professionals that are likely to be engaged in experiential cultural arts offerings if they understand and are engaged in the creation of new ideas and marketable products. Public participants expressed a keen enthusiasm for cross-sector collaborations with the technology sector. The potential for increased cultural participation in the city exists among youth, young adults and university students,

young professionals, and Baby Boomers. This can be achieved through the cultural sector's collaboration with technology and programs for experiential arts like those offered at UT Dallas.

**A need to grow the capacity of current organizations to operate.** Strengthening cultural arts organizations' ability to obtain and manage funds, attract new audiences, and generally operate at all critical stages of growth relevant to both emerging and established efforts is a key area of focus in this plan. A need exists to market and strengthen these qualities to gain audience share both locally and regionally.

**A need to celebrate the diversity of cultural activities that thrive in the city.** Richardson's cultural life is valued by residents for its strong orientation toward families. The city has a significant international population that is viewed by residents as enriching the cultural life of the community. However, residents display low awareness of their city's cultural activities.

The city has had great success in engaging diverse audiences with the Eisemann Center, with many ethnic and cultural groups utilizing the facility for formal programs



Repertory Company Theatre School of Musical Theatre, 2012



AGA-BOOM, 2012

“Harness the spontaneity of the festivals into something permanent.”

— Richardson public forum participant

and events. This is a solid foundation from which to expand and build. The next step will be to engage these audiences in more participatory experiences throughout Richardson’s cultural arts offerings — for example, a Vietnamese ballet company could partner with a visiting arts partner, like the Paul Taylor Dance Company, to create a dynamic performance and attract a more diverse audience.

**A need to distribute arts experiences to spaces citywide.** Public spaces and public art are perceived to be lacking in Richardson. Residents view these areas as opportunities to create a cultural identity it currently is missing. The opportunities to highlight distinct areas for their cultural activities have gained resonance among residents and stakeholders. Public art, cultural clusters, enlivening the pedestrian experience, and urban design guidelines have all been proposed to further enhance the experience of living in Richardson.

# 4

## Priorities

“To help create a vibrant and viable arts community in which diverse, high-quality arts opportunities are available to Richardson residents and visitors.”

— Richardson Arts Commission Mission

The Cultural Arts Master Plan focuses on six priorities that respond to the cultural needs of Richardson, laid out in the previous chapter. The purpose of these priorities is twofold:

- **Identify elements of Richardson’s cultural potential.**
- **Address the major cultural needs facing Richardson as it moves forward.**

The priorities of the Arts Commission, are as follows:

- **Cultivate New Generation of Cultural Arts Participants**
- **Apply Richardson’s Focus on Innovation to Cultural Arts**
- **Promote Richardson through Citywide Cultural Arts Offerings**
- **Focus on Strength in Numbers: Cultural Clusters and Districts**
- **Plan an Effective Cultural Tourism Strategy**
- **Maximize the Impact of the Richardson Arts Commission**

Each priority is described below, then translated into an action plan in Chapter Five, with potential strategies, that will achieve the priority.



*Third Annual Raas All Stars National Championship, 2011*

### Priority: Cultivate New Generation of Cultural Arts Participants

**The Purpose:** Ensure long-term excitement and vitality of the cultural sector. Contribute to the profile of the city, promoting Richardson as a city where culture, creative industries, and technology collaborate to achieve civic objectives. Ensure that the cultural message integrates with the business message.

**The Opportunity:** New generations sustain a city's vibrancy, one that is expressed through community events, shared experiences, and common memories. A dynamic cultural arts environment leads to this type of connected population, with more people of all ages and ethnicities coming together to share experiences and ideas, learning from one another.<sup>1</sup>

In Richardson, cultural vibrancy for younger audiences is primarily created by the temporary festivals. Audiences for events produced by performing arts organizations, the most prevalent permanent cultural offering in the city, are

mostly from an older demographic.

Cultural arts organizations rely on an evolving generation of participants. Newcomers respond to cultural gateways and effective marketing to participate in culture as producers, supporters, spectators.

This will also launch a ripple effect by contributing to the economic vitality of an area; and theaters, galleries, concerts, and so on, ensuring more energy and life in a community, more tourists, more renovated buildings, more people and businesses moving to an appealing area.

**The Impact:** Organizations work more closely together, with a shared sense of purpose. More people—residents and tourists—of all ages and backgrounds get involved in and benefit from what is being offered. Creation of a vital civic society where people, both commuters and residents, take more pride and an active role in the future welfare of Richardson and small businesses are more likely to want to stick around and invest in the city.

<sup>1</sup> *The Arts Ripple Effect: A Research-Based Strategy to Build Shared Responsibility for the Arts.* Topos Partnership for the Fine Arts Fund, 2010

### Priority: Apply Richardson’s Focus on Innovation to Cultural Arts

**The Purpose:** Capitalize on Richardson’s reputation as a hallmark of innovation. By pairing innovation with cultural efforts and events, from the festivals to the symphony to creating a new digital arts festival, the city will solidify its brand as an innovation leader — innovation in technology, innovation in telecommunication, and now innovation in cultural arts.

**The Opportunity:** The City of Richardson boasts major economic and intellectual assets linked to technology, including corporations like Texas Instruments, Cisco, Samsung, Fossil, Blue Cross/Blue Shield of Texas and leading universities like UT Dallas. In the next few years, the university will offer additional major facilities dedicated to the integration of technology in the arts. Current cultural and city assets lend themselves to technological applications, including; festivals, performing arts, and transit.

**The Impact:** A sustainable cultural arts community for culture in Richardson garnered through support from corporations and commuting employees. A clear understanding of the importance of cultural arts in innovation, defined as, creative problem solving as a cultural driver.

### Priority: Promote Richardson through Citywide Cultural Arts Offerings

**The Purpose:** Celebrate and/or bring awareness to the broad range of cultural assets in the city. Build on awareness of cultural offerings to deepen cultural participation and further strengthen civic pride. Promote understanding of each other in new ways. Create the platform for diverse groups to share common experiences, hear new perspectives, and understand each other better. Strengthen social cohesion and foster cultural creativity.

**The Opportunity:** Richardson boasts an abundance of cultural arts offerings, spanning geography, niche ethnic and performance groups, and content. As a city with one of the most internationally diverse populations in the Metroplex, Richardson has the opportunity to augment awareness of this broad range.

Fully realizing opportunities to promote and extend cultural experiences will attract new residents and visitors. The Metroplex area is a thriving and competitive cultural

market. Emphasizing the diversity of the city’s cultural offerings—from visual to performing arts to culinary arts and creative industries—will differentiate the city within a culture-rich region.

**The Impact:** Optimizes current cultural assets to enrich the lives of the community by broadening cultural offerings. A raised awareness of cultural assets will increase visitation to Richardson and accessibility to the arts, culture and heritage.

### Priority: Focus on Strength in Numbers: Cultural Clusters

**The Purpose:** Optimize the potential of existing assets by creating cultural clusters. Encourage residents and visitors to discover new experiences in Richardson and lengthen their stay by offering a host of opportunities within walking distance of each other.

**The Opportunity:** The City of Richardson can further its “sense of place”, or “placemaking”. In relation to the Cultural Arts Master Plan, this broad civic goal can be achieved through celebrating and emphasizing the distinctiveness of the city and the ease of accessibility given its investment in public transit. Public art contributes to placemaking by serving as a sort of modern totem pole—wherein visitors might understand the sensibilities of a particular community or recognize a certain street or park’s significance.

Currently, festivals are the main platform for Richardson’s cultural participation, creating temporary outdoor clusters. The city can build on its dynamic festival culture to create a permanent cultural cluster with urban design elements that may be born of the festivals, but become permanent, or by encouraging the establishment of pop-up galleries and stores that will stay open for an extended period of time. Additional programmed street events, wayfinding elements that form a circuit, and marketing to North Texas regional tourism will contribute to the establishment of cultural clusters.

**The Impact:** An animated and enlivened cultural arts community. Attract new audiences to cultural arts. Create and sustain vibrant cultural streetscape throughout the city.



Pegasus Theatre, "The Frequency of Death", 2012



Richardson Symphony, 2012

## Priority: Plan an Effective Cultural Tourism Strategy

**The Purpose:** Coordinate cultural organizations and tourism efforts to create a year-round calendar of events. Encourage continued commissioning and maintenance of public art. Capitalize on the excellent amenities, particularly infrastructure, currently available for visitors to the city. This includes transportation, hotels, and dining options.

**The Opportunity:** Cultural tourists travel with the intent of gaining new information and experiences. Cultural tourists are well educated and seek experiences that allow them to become a part of a particular community. In the Dallas Metroplex, there are plentiful opportunities of this kind. Attracting the highly selective cultural tourist in this crowded marketplace requires collaboration within the city, hospitality, private, and cultural sectors.

In addition to the amenities discussed above, Richardson's world-class Eisemann Center and established festivals create a solid foundation on which to build a cultural tourism strategy.

**The Impact:** By creating a plan to guide efforts to attract cultural tourists, the City will establish a quantifiable economic impact of culture in Richardson. Additionally, such a strategy will further strengthen the city's regional brand. A collateral effect of cultural tourism planning will be expanded and well-organized cultural offerings for both residents and tourists.

## Priority: Maximize the Impact of the Richardson Arts Commission

**The Purpose:** Capitalize on the Richardson Arts Commission's potential to advocate for cultural arts by emphasizing cultural arts' potential to address citywide issues and objectives. Focus the Commission's efforts toward cultivation of emerging organizations; capacity building among existing organizations; and diversification of cultural arts participation.

**The Opportunity:** With a city grant value that has increased by 24% over the last five years, the Richardson Arts Commission remains a steadfast leader among cultural-arts supporting agencies. For many organizations in the city, grants from the Commission are a critical resource from which city residents and visitors benefit. In turn, this established cultural asset has shaped residents' perception of their community. It has also been successful in sustaining their organizations as well as their mission and audience base.

In some ways, Richardson's cultural sector lies on both ends of a sustainability spectrum. With organizations with established reputations and longevity on one end, emerging groups striving to establish themselves within the community lie on the other. Develop realistic targets for emerging groups so that they evolve and mature incrementally. Strengthening capacity throughout the spectrum will enhance the creative economy.

**The Impact:** A more robust, balanced, and sustainable arts community in Richardson with augmented collaborative opportunities between the for-profit and non-profit sectors. Improved economic vitality for Richardson.

# 5

## Recommendations and Strategies

The following strategies present ways in which the priorities specified in Chapter Four can be achieved. Strategies are grouped under designated Recommendations to assist the reader (and user) in implementation. These recommendations and strategies are inspired by data, research and public consultation, followed by a process of refinement and further definition by decision makers and “doers” from the private, not-for-profit, and public sectors, including civic leaders.

### **PRIORITY: CULTIVATE NEW GENERATION OF CULTURAL ARTS PARTICIPANTS**

As Richardson grows and evolves, so does the next generation of cultural participants. At every stage of development, opportunities invite involvement and appreciation of culture.

#### **Recommendation 1: Improve access to the arts for all ages and socioeconomic levels.**

Residents, artists, and cultural organizations fully realize the potential of Richardson’s resources.

##### **Potential Strategies:**

- Leadership through Culture: Coordinate youth leadership (mentorship, board involvement, apprenticeships, etc.) across Richardson’s cultural institutions.
- Partner Richardson artists and arts organizations with area school districts to ensure arts education programming is available at every stage of student development.

- Bridge digital experience to live experience by offering multi-part arts experience, beginning online or in person and ending in a gathering in person.
- All-Youth Conference: Create a wide annual event with a focus on youth leadership, culture, arts, enrichment, community.
- Expand arts camp for youth, family and older adults and provide discounted and advertised arts camps for youth and family.
- Utilize marketing tools for niche markets: Target programs, marketing strategy, opportunities toward young families, high school students, postsecondary students, young professionals, older adults.
- Cultivate a culture of “scholarshipping” so that students of all ages can participate in the cultural arts through:
  - A. well-advertised Cultural Arts Pass that can be checked out of the Richardson library, providing free or discounted admission to performances
  - B. increased outreach through discounted tickets, a dedicated website
- Hold all-family Choose Your Own-Adventure nights at the Eisemann Center--one ticket buys a family an evening, with a choice of events at different venues that attract one or more age groups.
- Capitalize on the “nice place for families” reputation.

#### **Recommendation 2: Anticipate Future Needs**

The needs of Richardson’s future residents are met through activities and facilities that respond to cultural participation trends, population growth, and sustained importance of culture in the city.



Sir James and Lady Jeanne Galaway, 2013



Repertory Company Theatre, "The Dixie Swim Club", 2012

**Potential Strategies:**

- Commission collaboration with Richardson library to meet existing and future cultural demands.
- Develop emerging and professional work/live spaces to sustain arts/cultural pursuits.
- Develop a multipurpose cultural arts venue to accommodate visual arts shows, rehearsals and smaller performances.
- Offer renovated and accessible spaces with the capacity to host major arts events and shows.

**PRIORITY:**  
**APPLY RICHARDSON'S FOCUS ON INNOVATION TO CULTURAL ARTS**

**Recommendation 3: Further establish Richardson as a leader in digital arts**

Richardson will be the place where the definition of "Digital Arts" is explored and expanded. Celebrate the city's innovation origins and tech workforce at UT Dallas and community colleges as well as anchor headquarters focused on innovation.

**Potential Strategies:**

- Expand definition of "cultural arts" in all communication from the commission, to include digital arts, gaming, design, etc.
- Create grants/incentives/partnerships to further apply technology to current cultural offerings
- Utilize technology to connect with audiences, especially when the live human element cannot be met (i.e, vibrant online community and multimedia)
- Create an International Electronic Arts Festival.
- Focus on collaboration and outreach to help UT Dallas artists and technology programs connect with Richardson in various ways, including:
  - A. Innovation Forum at the Eisemann Center bringing together technology and the cultural arts
  - B. International prize competition in electronic arts and innovation in culture (following the Oscars model)

**Recommendation 4: Feature digital arts technology and innovation citywide**

**Potential Strategies:**

- Support an interactive digital arts incubator: a place where start-up gaming and digital arts have a shared space and business development to launch.

- Install technology-focused public art citywide.
- add interactive digital art components to existing festivals.
- Host “cultural hackathons,” the coordination and support of computer programmers convening to create technological and cultural products for everyone.

**PRIORITY:  
PROMOTE RICHARDSON THROUGH  
CITYWIDE CULTURAL ARTS  
OFFERINGS**

**Recommendation 5: Establish a portal to access citywide cultural offerings**

**Potential Strategies:**

- Develop an easy-to-navigate and attractive website that includes a calendar of events categorized by date and type of event.
- Encourage collaboration among all art groups of the city to create year-round celebratory events.
- Bring news of the city to each household—*Richardson Today* website.

**Recommendation 6: Establish and promote a Cultural Brand for the City**

**Potential Strategies:**

- Employ all possible avenues for communication and advertisement—existing and new.
- Use graphics, images and other types of visual communication to market the City’s brand.
- Position city as an all-inclusive place for people to hang out.
- Recognize and provide info for a diverse population.
- Solicit cooperation for publicity between all cultures and ethnicities within the population.
- Place publicity in nontraditional venues.
  - Courthouse, minority hubs, schools, clubs, HOA, other publications, corporate newsletters.
  - Extend regionally—North/South/East/West DART Station.
- Create and integrate a comfort level for newcomers and non-English-speaking citizens.

- Keep community informed of outreach programs available throughout the city.

**PRIORITY:  
FOCUS ON STRENGTH IN NUMBERS:  
CULTURAL CLUSTERS**

**Recommendation 7: Designate, brand, and sustain cultural clusters**

The public face of culture is unified in clusters. Residents and visitors alike have clear, simple, easy access to Richardson’s cultural areas.

**Potential Strategies:**

- Work closely with the Arts Commission, artists, residents, developers, and planning department to determine criteria and goals for cultural clusters. Develop cluster criteria to specify type/level of amenities (e.g. parking, eating establishments, lighting, urban design signifiers, etc.) Designate incentives for ideal tenants of clusters.
- Develop cluster criteria to specify type/level of amenities (e.g., parking, eating establishments, lighting, urban design signifiers, etc.).
- Coordinate marketing strategy for clusters.
- Coordinate programming for clusters (including street-level events).
- Coordinate programming for clusters (including street-level events). Coordinate marketing strategy for clusters.
- Integrate/Display cultural arts in restaurants—have art, music on display at venues; coordinate hours of operation with events.
- Plays, painters, performers, multiple arts—(encourage and plan street-level arts activity).

**Recommendation 8: Consider public art installation as a critical identifier of cultural cluster**

Emphasize clusters through clearly defined Public Art program that will speak to multiple generations and represent communities.



Skippyjon Jones, 2013

**Potential Strategy:**

- Public Art Master Plan: Develop and implement a 10 year plan for acquisition, site selection, marketing, broad civic use, fundraising, maintenance
- Interactive public art: Encourage public art that functions as playscapes, street furniture, splash pad, e.g., Cloudgate or Crown Fountain.

**PRIORITY:  
PLAN AN EFFECTIVE CULTURAL  
TOURISM STRATEGY**

**Recommendation 9: Create cultural tourism strategy**

Richardson’s cultural tourism is developed to have maximum effect on existing and potential visitors through integration of infrastructure, amenities, citywide initiatives, and regional trends.

**Potential Strategies:**

- Cultivate a deeper understanding of Richardson’s visitors: measurement and survey of current visitors.
- Create specific strategy, marketing, messaging for cultural tourists.
- Identify and market of distinct cultural clusters.
- Create a year-round schedule of cultural events.

- Partner with DART stations, airport, and other transportation hubs.
- Develop a one-stop-shop visitor website for accommodations, ticket purchasing, and visitor planning.
- Determine yearly budget required to attract regional and national visitors.
- Assess feasibility and/or economic impact of cultural tourism on Richardson.

**Recommendation 10: Promote Cultural Clusters and Festivals as a composite package**

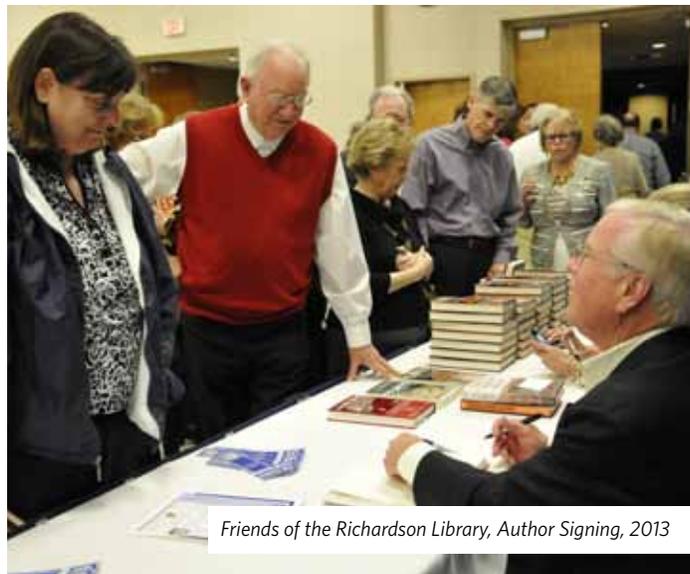
Undertake effective communication and collaboration efforts to make trip planning easy and cultural experiences accessible.

**Potential Strategies:**

- Recognize Richardson cultural arts cluster areas:
  - World EXPO highlighting the diversity of cultural experiences *available in Richardson*.
  - International arts festival (food, art, movies, theater, etc.).
- Coordinate with hospitality/ transportation/ amenities to create cultural tourism itineraries/packages.
- Coordinate with conventions and conferences to integrate culture into business travel.
- Prioritize cultural assets—marketing authentic, highest-quality, memorable experiences.



Cottonwood Arts Festival



Friends of the Richardson Library, Author Signing, 2013

- Viral Marketing Campaign: Promote experiences through word-of-mouth marketing.

### Recommendation 11: Curate “Stumble Upon” events in designated cultural clusters

#### Potential Strategies:

- Organize weekly, monthly, and/or quarterly opportunities for performers at outdoor seating areas—particularly restaurants and parks.
- Create gathering spaces in otherwise unused areas by hosting outdoor movie nights on a regularly scheduled basis.
- Create and utilize amphitheater/bandshell space.
- Install public art throughout the city that connects all areas (e.g., Chicago Cows).

### Recommendation 12: Create and market designated tours of Richardson

#### Potential Strategies:

- A City of Neighborhoods: Institute a program for area university and high school students that encourages them to create cultural arts projects in various Richardson communities—including oral history, performance art, even walking tours.
- Arts Trolley for art clusters.
- Encourage self guided City-wide arts tours.

## PRIORITY: MAXIMIZE THE IMPACT OF THE RICHARDSON ARTS COMMISSION

### Recommendation 13: Develop a Strategic Plan for the Arts Commission

Examine and, if necessary, redefine the mission and vision for the Commission. Establish goals and tasks for moving forward for the next 5-10 years.

#### Potential Strategies:

- Critically examine mission of the Arts Commission.
- Define the focuses needed to fulfill the mission and determine each commissioner’s focus - creating a program wherein each commission is an ambassador for youth, retail, education, marketing and business
- Designate paid staff for the Arts Commission, including dedicated full-time staff person and social media director.
- Further diversify membership of the Arts Commission.
  - A. Specific outreach and cultivation of newcomers, younger generations, young professionals, in terms of diversity of cultural arts expertise, racial/ethnic diversity.
  - B. Cultivate potential Commission members and diverse viewpoints through the creation of advisory committees connected to each commissioner’s “ambassadorial” specialty.



Wildflower! Arts and Music Festival

**Recommendation 14: Examine the criteria and outreach behind the granting process.**

Ensure the continued impact of grants by targeting an expanded and diversified applicant pool. Ensure that the criteria respond to an evolving cultural sector and capacity development for organizations at critical stages of their growth.

**Potential Strategies:**

- Allocate resources to emerging artists.
- Establish a dedicated program to commission, curate, and fund public art.
- Consolidate business contributions into one fund to be awarded through Commission grants as well as the hotel/motel tax.
- Change contract duration of grant cycle—more than the once-a-year process (July–October).
- Award capacity-building and professional development grants with established benchmarking points that must be reached. This includes opportunities for training and workshops on:
  - A. operating a not-for-profit
  - B. grant writing and fundraising

- C. marketing and attracting new audiences
- D. strategies for earned income generation
- E. leadership development and succession planning; and volunteer cultivation

**Recommendation 15: Improve artist and arts organization access to the Richardson Arts Commission**

Arts Commission becomes known for its citywide “open door” reputation. Artists and arts organizations understand how the Commission operates, where they can “meet”—physically or virtually—commissioners, and how to obtain information on grants and any other programs of the Commission.

**Potential Strategies:**

- Establish a social media presence for the Commission—Facebook, Twitter, Instagram. Staff (as recommended above) and resources would be necessary to maintain and engage contacts and update content.
- Hold Commission meet-and-greets/events outside of the downtown core at key spaces throughout the city.
- Link the Commission’s electronic presence (social media, website) to the City of Richardson website.



Repertory Company Theatre, "Little Mermaid", 2012



Richardson Theatre Centre, "Oliver", 2009

- Hold monthly citywide cultural arts days. Creating an activated cluster around the Eisemann Center (e.g. modeled on First Thursdays in Austin).
- Create an "Arts Ambassadors" program that designates artists and arts organizations in Richardson as "official" city representatives of the Richardson arts community, specifically when outside of the city.

### Recommendation 16: Ensure continued vitality of the Commission within and outside of the cultural arts community

#### Potential Strategies:

- Convene monthly charrettes with artists and Arts Commission to engage around specific areas of interests or topics of concern for the Cultural Arts Community.
- Galvanize Community Cultural Committees/Task Forces that report to the Commission regularly. These would be focused on outreach areas (like young professionals, newcomers, etc.).
- Reach out to unfunded arts organizations (including efforts at the high schools, UT Dallas, within corporations, ethnic cultural centers, etc.) to assist and/or understand reasons for not applying.
- Create and implement a mentor program among established and emerging arts groups.
- Assign each commissioner to be a liaison with other City departments (park and recreation, library, etc.).

### Recommendation 17: Strengthen Cultural Community

Cultural organizations and individual artists are equipped with the skills for financial sustainability and effectiveness long into the future.

#### Potential Strategies:

- Festival as Training Ground: Use successful productions as on-the-ground training for emerging groups to learn event planning, fundraising, volunteer recruitment, programming, etc.
- Business Acumen for the Emerging Artist: Hold workshops on grant writing, accounting, marketing, "breaking in", higher learning.
- Encourage artists and arts organizations to seek grants that support development of programs for reaching a new generation through Commission grant requirements.

# 6

## Implementation Timeline

The success of the Richardson Cultural Arts Master Plan will ultimately depend on the care, speed, and quality with which the Priorities are fulfilled. The implementation of the Strategies described in Chapter 5 as well as those introduced by the Arts Commission and stakeholders will ensure this fulfillment.

This chapter is intended to provide an estimate of the length of time necessary to carry out the recommendations.



*Richardson Theatre, "Cheaper by the Dozen", 2007*

	Implementation Schedule	
	Near-Term	Long-Term
<b>Priority: CULTIVATE NEW GENERATION OF CULTURAL ARTS PARTICIPANTS</b>		
<b>Recommendation 1: Improve access to the arts for all ages and socioeconomic levels</b>		
Leadership Through Culture: Coordinated youth leadership across Richardson's cultural institutions		X
Partner Richardson artists and arts organizations with area school districts to ensure arts education programming at every stage of student development.		X
Bridge digital experience to live experience by offering multi-part arts experience	X	
All-Youth Conference: Create a wide-reaching annual event with a focus on youth leadership, culture, arts, enrichment, community		X
Expand arts camps for youth, family, and older adults. Provide discounts and advertise arts camps for youth and family		X
Utilize marketing tools for niche markets: Target programs, marketing strategy, etc toward young families, postsecondary students, young professions, older adults, etc	X	
Cultivate a culture of "scholarshipping" so that students of all ages can participate in the cultural arts		X
Well-advertised Cultural Arts Pass that can be checked out of the Richardson library providing free or discounted admission to performances	X	
Increased outreach through discounted tickets, a dedicated website	X	
Hold all-family, "choose your own adventure" nights at the Eisemann Center		X
Capitalize on the "nice place for families reputation"	X	
<b>Recommendation 2: Anticipate future needs</b>		
Commission collaboration with Richardson Library to meet existing and future cultural demands	X	
Develop emerging and professional work/live spaces to sustain arts and cultural pursuits		X
Offer renovated and accessible visual arts spaces with the capacity to host major arts events and shows		X

	Implementation Schedule	
	Near-Term	Long-Term
<b>Priority: APPLY RICHARDSON'S FOCUS ON INNOVATION TO CULTURAL ARTS</b>		
<b>Recommendation 3: Further establish Richardson as a leader in digital arts</b>		
Expand definition of cultural arts	X	
Create grants/incentives/partnerships to apply technology to cultural offerings	X	
Utilize technology to connect with audience	X	
Create an International Electronic Arts Festival		X
Focus on collaboration and outreach to assist UT Dallas artists and technology programs connect with Richardson	X	
Innovation Forum at the Eisemann Center		X
International competition in electronic arts and innovation	X	
<b>Recommendation 4: Feature digital arts technology and innovation citywide</b>		
Support an interactive digital arts incubator		X
Install technology-focused public art citywide		X
Add interactive digital arts components to existing festivals	X	
Host cultural "hackathons" to encourage programmers		X

	Implementation Schedule	
	Near-Term	Long-Term
<b>Priority: PROMOTE RICHARDSON THROUGH CITYWIDE CULTURAL ARTS OFFERINGS</b>		
<b>Recommendation 5: Establish a portal to access citywide cultural offerings</b>		
Develop an easy to navigate and attractive arts web landing page that includes a calendar of events categorized by date and type of event	X	
Encourage collaboration among all art groups in the city to create year-round celebratory events		X
Bring news of the city to each household--Richardson Today website	X	
<b>Recommendation 6: Establish and promote a cultural brand for the city</b>		
Employ all possible avenues for communication and advertisement—existing, new, and non-traditional	X	
Use visuals for communication	X	
Position City as an all-inclusive place for people to hang out	X	
Recognize and provide info for a diverse population	X	
Solicit cooperation for publicity between all cultural and ethnicities within the population		X
Create and integrate a comfort level for newcomers and Non English speaking citizens	X	
Keep community informed of outreach programs		X

	Implementation Schedule	
	Near-Term	Long-Term
<b>Priority: FOCUS ON STRENGTH IN NUMBERS: CULTURAL CLUSTERS</b>		
<b>Recommendation 7: Designate, brand, and sustain cultural clusters</b>		
Work closely with arts commission, artists, residents, developers, and planning department to determine criteria and goals for cultural clusters. Develop cluster criteria to specify type/level of amenities (i.e. parking, eating establishments, lighting, urban design, signifiers, etc.)	X	
Designate incentives for ideal tenants of clusters	X	
Offer venues off-campus for college/university events		X
Coordinate programming for clusters (including street-level events). Coordinate marketing strategy for clusters		X
Create multi-geographical theatre arts clusters		X
Develop clusters along 75 corridor (expressed through urban design guidelines and incentives for cultural tenants)	X	
Integrate/Display cultural arts in restaurants– have art, music on display at venues; coordinate hours of operation with events		X
Plays, painters, performers, multiple arts - encourage, plan street-level arts activity	X	
<b>Recommendation 8: Consider public art installation as a critical identifier of cultural clusters</b>		
Public Art Master Plan: a ten-year plan for acquisition, site selection, marketing, broad civic use, fundraising, maintenance	X	
Interactive public art – public art that functions as playscapes, street furniture, splash pad, i.e. Cloudgate or Crown Fountain.		X

	Implementation Schedule	
	Near-Term	Long-Term
<b>Priority: PLAN AN EFFECTIVE CULTURAL TOURISM STRATEGY</b>		
<b>Recommendation 9: Develop cultural tourism strategy</b>		
Cultivate a deeper understanding of Richardson’s visitors: measurement and survey of current visitors	X	
Create specific strategy, marketing, messaging for cultural tourists	X	
Identify and market distinct cultural clusters		X
Create a year-round schedule of cultural events	X	
Partner with DART stations, airport, and other transportation hubs		X
Develop a one-stop shop visitor website for accommodations-- ticketing, purchasing and visitor planning		X
Assess feasibility and/or economic impact of cultural tourism on Richardson	X	
<b>Recommendation 10: Promote cultural clusters and festivals as a composite package</b>		
Recognize Richardson Cultural Arts cluster areas	X	
Coordinate with hospitality/transportation/amenities to create cultural tourism itineraries/packages	X	
Coordinate with conventions and conferences to integrate culture into business travel	X	
Prioritize cultural assets – marketing authentic, highest quality, memorable experiences	X	
Viral Marketing Campaign: Promote experience through word-of-mouth marketing	X	
<b>Recommendation 11: Curate “Stumble Upon” events in designated cultural clusters</b>		
Organize weekly, monthly, and/or quarterly opportunities for performers at outdoor seating areas— particularly restaurants and parks	X	
Create gathering spaces in otherwise unused areas by hosting outdoor movie nights on a regularly scheduled basis		X
Create and utilize amphitheater/bandshell space		X
Install public art throughout the city that connects all areas		X
<b>Recommendation 12: Create and market designated tours of Richardson</b>		
A City of Neighborhoods: A program for area university and high school students that encourages students to create cultural arts projects in various Richardson communities—including oral history, performance art, even walking tours.		X
Arts Trolley for arts clusters		X
Encourage self-guided city-wide arts tours		X

	Implementation Schedule	
	Near-Term	Long-Term
<b>Priority: MAXIMIZE THE IMPACT OF THE RICHARDSON ARTS COMMISSION</b>		
<b>Recommendation 13: Develop a strategic plan for the Arts Commission</b>		
Critically examine the mission of the Arts Commission	X	
Define the focuses needed to fulfill the mission and determine each commissioner's focus	X	
Designate paid staff organization for the Arts Commission	X	
Further diversify membership on the arts commission	X	
<b>Recommendation 14: Examine the criteria and outreach behind the granting process</b>		
Allocate resources to emerging artists	X	
Establish a dedicated public art program	X	
Consolidate business contributions into one fund		X
Change contract duration of grant cycle	X	
Award capacity-building and professional development grants		X
<b>Recommendation 15: Improve artist and arts organization access to the Richardson Arts Commission</b>		
Establish a social media presence for the Commission	X	
Hold Commission meet-and-greets/events citywide	X	
Link the Commission's electronic presence to the City of Richardson website	X	
Monthly citywide cultural arts days		X
Create an "Arts Ambassadors" program		X
<b>Recommendation 16: Ensure continued vitality of the commission within and outside of the cultural arts community</b>		
Convene monthly charrettes with artists and Arts Commission		X
Galvanize Community Cultural Committees/Task Forces		X
Reach out to unfunded arts organizations	X	
Create and implement a mentor program among established and emerging arts groups		X
Assign each commissioner to be a liaison with other City departments/commissions (i.e. Parks and Rec, Library)	X	
<b>Recommendation 17: Strengthen cultural community</b>		
Festival as Training Ground		X
Business Acumen for the Emerging Artist	X	
Encourage artists and arts organizations to seek grants that support outreach to new generation	X	

**Lord**  
— Cultural Resources

**RESOLUTION NO. 13-13**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RICHARDSON, TEXAS, DECLARING THE CITY'S SUPPORT OF AND CONSENT TO THE CREATION OF THE COTTON BELT COMMUTER RAIL IMPROVEMENT DISTRICT THROUGH THE PASSAGE OF SENATE BILL 1333; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City of Richardson has received a request from promoters of the development of the Cotton Belt Commuter Rail Improvement District and that the City consent to the creation of a special purpose district to facilitate the development of the Cotton Belt Rail project; and

**WHEREAS**, the City of Richardson will benefit by the creation of the Cotton Belt Commuter Rail Improvement District, and will contribute to the development of commuter rail within the City, which rail project will be of significant importance to the long term future growth of the City and benefit to its citizens; and

**WHEREAS**, up to two stations with a combined area totaling approximately 609.6 acres of developable land are contemplated to be included in the special purpose district within the city limits of Richardson; and

**WHEREAS**, it is contemplated that the special purpose district will facilitate the development of the project by providing a funding mechanism with which the City may contract with the District to assist with the financing of the rail project; and

**WHEREAS**, it is contemplated that revenues from existing or newly created tax increment reinvestment zones, public improvement districts, and other economic development streams of revenue of the City may be utilized to assist with the development of the rail project; and

**WHEREAS**, Senate Bill 1333 as filed with the Texas Legislature to create the Cotton Belt Commuter Rail Improvement District is consistent with Chapter 375 of the Texas Local Government Code;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF RICHARDSON, TEXAS:**

**SECTION 1.** That the City Council hereby declares its support of the creation of the Cotton Belt Commuter Rail Improvement District (the “District”) by the Legislature of the State of Texas through the passage of Senate Bill 1333.

**SECTION 2.** That this Resolution shall become effective immediately from and after its passage.

**DULY RESOLVED AND ADOPTED** by the City Council of the City of Richardson, Texas, on this the 22<sup>nd</sup> day of April, 2013.

CITY OF RICHARDSON, TEXAS

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MAYOR

ATTEST:

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CITY SECRETARY

APPROVED AS TO FORM:

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PETER G. SMITH, CITY ATTORNEY  
(PGS:04-17-13:TM 60325)

CITY OF RICHARDSON

TO: Dan Johnson - City Manager  
THRU: Kent Pfeil - Director of Finance  
FROM: Pam Kirkland - Purchasing Manager  
SUBJECT: Bid Initiation Request #49-13  
DATE: April 16, 2013

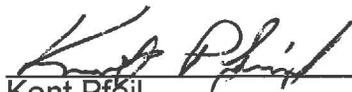
Request Council approval to initiate bids for the following:

Neighborhood Park Trails

Proposed Council approval date: April 22, 2013  
Proposed advertising dates: April 24, 2013 & May 1, 2013  
Proposed bid due date: May 21, 2013 @ 2:00 p.m.  
Proposed bid opening date: May 21, 2013 @ 2:30 p.m.  
Engineer's estimated total cost: \$197,000  
Account: 378-8704-585-7524, Project #PK1009



Pam Kirkland, CPPO, CPPB  
Purchasing Manager



Kent Pfeil  
Director of Finance



Date

Approved: \_\_\_\_\_  
Dan Johnson  
City Manager

\_\_\_\_\_ Date



## MEMO

TO: Dan Johnson, City Manager  
THRU: Shanna Sims-Bradish, Assistant City Manager  
FROM: Michael Massey, Director of Parks and Recreation  
SUBJECT: Permission to Advertise Bid # 49-13  
Neighborhood Park Trails Project  
DATE: April 12, 2013

*Shanna*  
*Mike*

### BACKGROUND INFORMATION:

Four (4) parks require the addition of concrete trails to include any and all excavation work, disposal of any extra soil generated as well as any concrete or other debris generated during trail installation.

### FUNDING:

Funding is provided from 2010 Parks G.O.

### SCHEDULE:

Parks and Recreation Department plans to begin construction for this project in June 2013 and be completed by August 2013.

Cc: Dan Baker, Superintendent of Parks  
Bobby Kinser, Assistant Park Superintendent

**NOTICE TO CONTRACTORS  
CITY OF RICHARDSON**

***NEIGHBORHOOD PARK TRAILS*  
BID #49-13**

Sealed bids addressed to the Purchasing Manager, of the City of Richardson, Texas, will be received at the Office of the City Purchasing Department, Suite 101, City Hall, 411 West Arapaho Road, Richardson, Texas, until **Tuesday, May 21st at 2:00 pm** and will be opened and read aloud in the **Capital Projects Conference Room upstairs, Room 206**, 30 minutes later that same day, for furnishing all labor, materials, tools and equipment, and performing all work required including all appurtenances for:

Four (4) parks require the addition of concrete trails to include any and all excavation work, disposal of any extra soil generated as well as any concrete or other debris generated during trail installation. The contractor is responsible for ensuring all new trails and tie-in to existing facilities are ADA compliant. Backfill and grade work around new concrete trails will be included in contractor's bid. All utility line locates will be contractor's responsibility. Contractor is responsible for drainage around all new trails (areas must drain, no ponding on concrete or turf areas due to new trail installation). All concrete batch designs will be submitted by contractor prior to construction. Any erosion control that is needed to block off storm drains, etc. is the responsibility of the contractor. Any City or other utility damaged by the contractor, including irrigation systems or electrical systems as part of the installation will be repaired at the contractor's expense. Any turf areas damaged by contractor will be repaired with sod. All materials will be stored safely by the contractor (fenced off) and all sites will be left after hours in a safe condition (fill any large holes, fence or tape off unsafe areas, etc.) Adjacent streets, existing trails and concrete will be left free of mud and or debris. A Storm Water Protection Plan is required.

The City of Richardson will supply and/or give support for the following items: all lab expenses, plans and specifications, support on irrigation that may need to be moved due to trail placement and support with trail layout. The City will *try* to find local areas to allow extra soil to be disposed such as low spots in the parks of close median locations. Contractor will spread and fine grade these areas. In the event that no availability for disposal of excess soil is identified by the City, contractor will be required to remove soil and dispose at an acceptable location of his choosing.

Proposals shall be accompanied by a certified or cashier's check on a state or national bank in an amount not less than five percent (5%) of the possible total of the bid submitted, payable without recourse to the City of Richardson, Texas, or an acceptable bid bond for the same amount from a reliable surety company as a guarantee that the bidder will enter into a contract and execute required Performance and Payment Bonds within ten (10) days after notice of award of contract. The notice of award of contract shall be given to the successful bidder within ninety (90) days following the opening of bids.

The successful bidder must furnish a Performance Bond upon the form provided in the amount of one hundred percent (100%) of the contract price, a material and labor Payment Bond upon the form provided in the amount of one hundred percent (100%) of the contract price, and a Maintenance Bond upon the form provided in the amount of one hundred percent (100%) of the contract price, from a surety authorized under the laws of the State of Texas to act as a surety on bonds for principals.

The right is reserved, as the interest of the Owner may require, to reject any and all bids, to waive any informality in the bids received, and to select bid best suited to the Owner's best interest. The Contractor, to be successful in bidding this project, must have completed a minimum of three similar projects within the last five years.

**A maximum of SIXTY (60) calendar days will be allowed for construction.**

A set of plans, specifications and bid documents may be secured from the Office of the City Engineer, Capital Projects Department in Room 204, of the Richardson Civic Center/City Hall, 411 West Arapaho Road, Richardson, Texas, **beginning at 12:00 p.m. on Tuesday, April 23, 2013** upon a **NON-REFUNDABLE FEE of Fifty Dollars (\$50.00)** per set, payable to the City of Richardson, accompanied by the contractor's name, address, phone number, email address and FAX number. Maximum of two sets of plans per contractor.

A voluntary pre-bid conference will be held **Wednesday, May 8<sup>th</sup> at 10:00 am in the Capital Projects Conference Room 206, Richardson Civic Center/City Hall.**

By:/s/Bob Townsend, Mayor  
City of Richardson  
P. O. Box 830309  
Richardson, Texas 75083

PROPOSED PROJECT SCHEDULE

NEIGHBORHOOD PARK TRAILS

Bid Number: 49-13

Prepare Agenda Paperwork to Advertise	Friday, April 12, 2013
City Council Authorization to Advertise	Monday, April 22, 2013
Plans/Specifications Available for Contractors	Tuesday, April 23, 2013
Advertise in Dallas Morning News	Wednesday, April 24, 2013
Advertise in Dallas Morning News	Wednesday, May 01, 2013
Pre-Bid Meeting (Room 206 @ 10:00 a.m.)	Wednesday, May 08, 2013
Receive Bids/Open Bids (Room 206 @ 2:00/2:30 p.m.)	Tuesday, May 21, 2013
Prepare Agenda Paperwork to Award Contract	Friday, May 31, 2013
City Council Awards Contract	Monday, June 10, 2013
Pre-Construction Meeting	Monday, June 17, 2013
Project Start	Monday, June 24, 2013
Project Complete in 60 Calendar Days	Thursday, August 22, 2013

Project Manager/Engineer:	Bobby Kinser
Construction Cost Estimate:	\$197,000.00

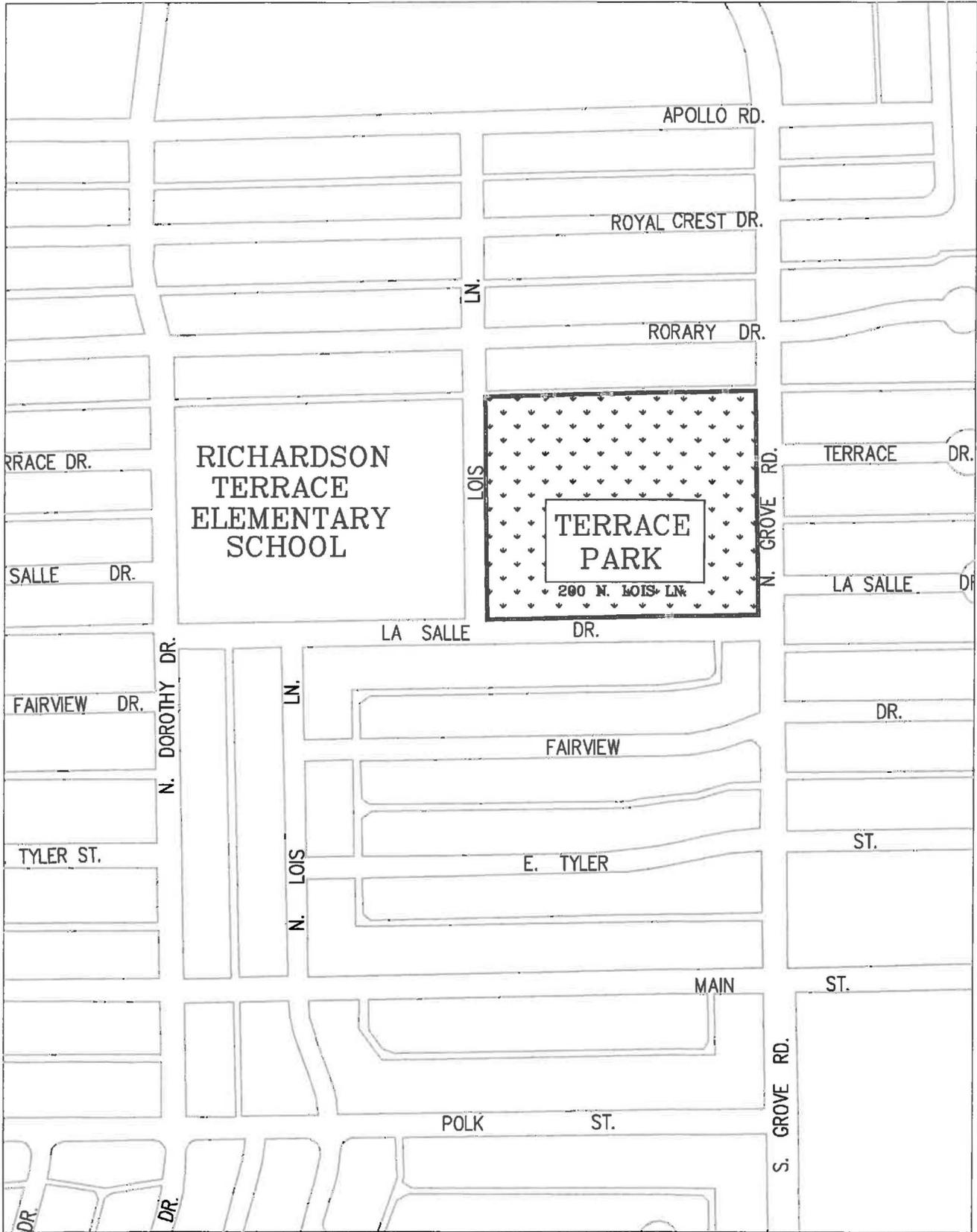
ACCOUNT INFORMATION

Funding Source: 2010 Parks G.O.  
Account #: 378-8704-585-7524 Project #: PK1009

Funding Source: Click here to enter text.  
Account #: XXX-XXXX-XXX-XXXX Project #: XXxxxx

Funding Source: Click here to enter text.  
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Funding Source: Click here to enter text.  
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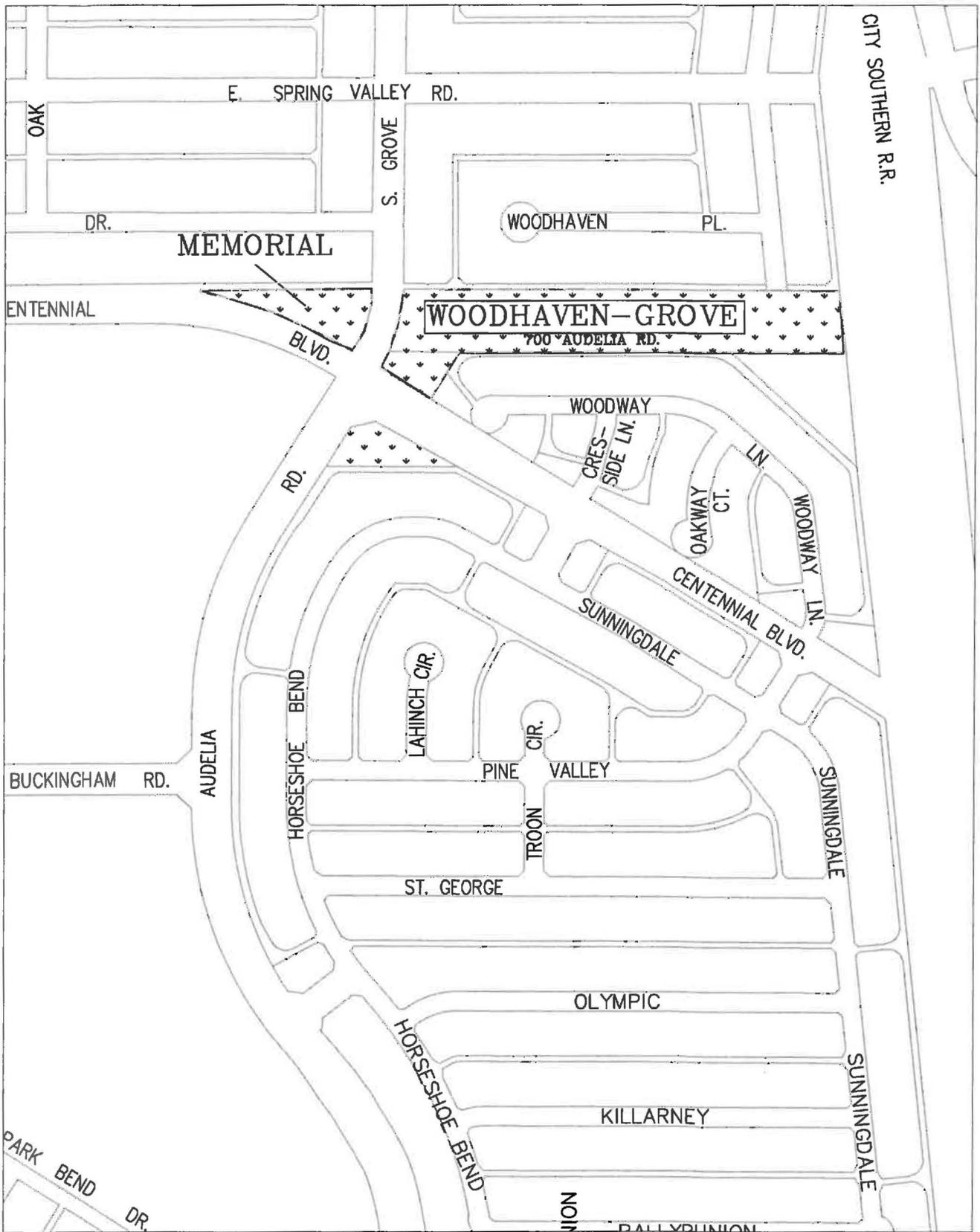


**TERRACE PARK**



CITY OF  
RICHARDSON  
TEXAS



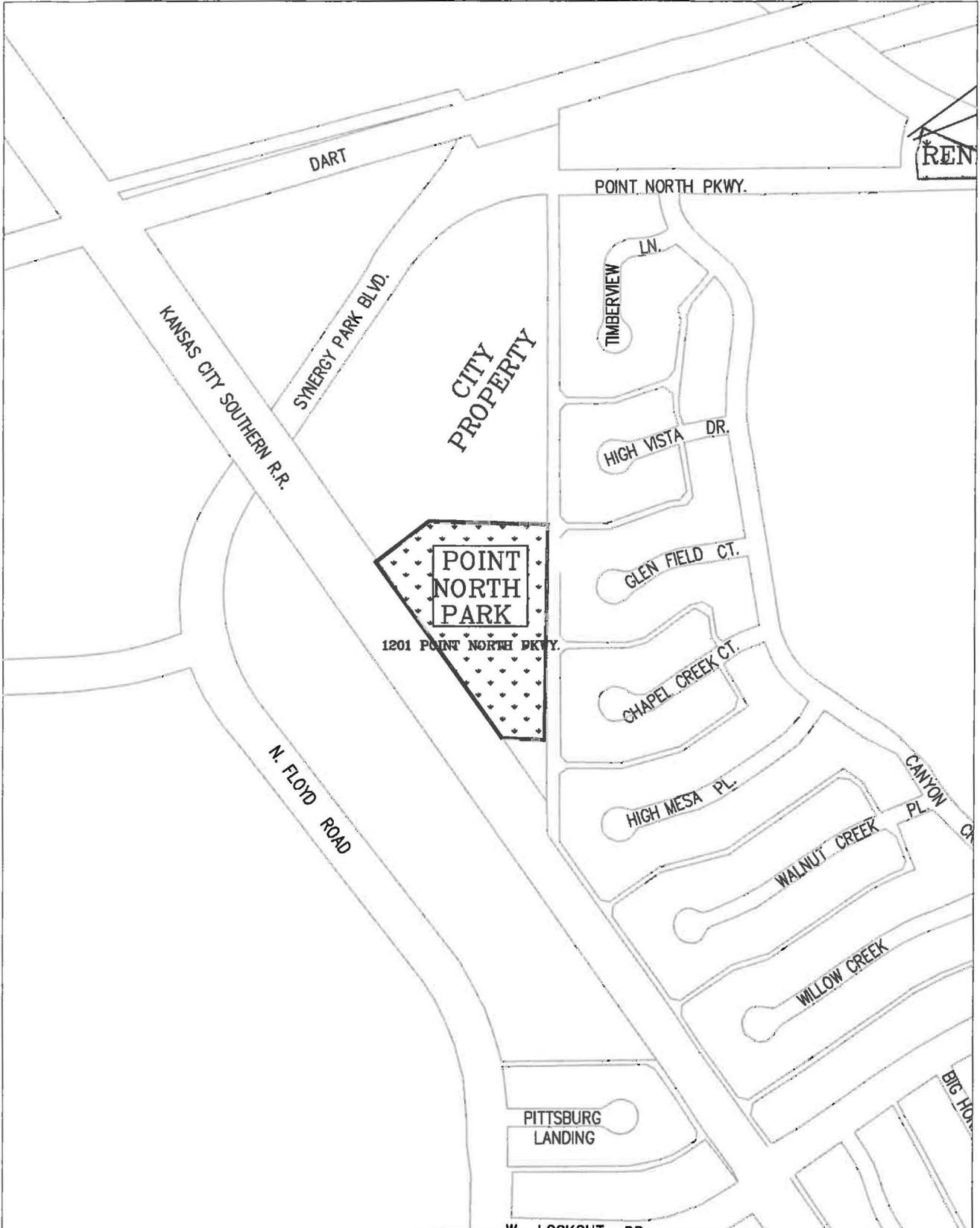


**WOODHAVEN GROVE PARK**



CITY OF  
RICHARDSON  
TEXAS



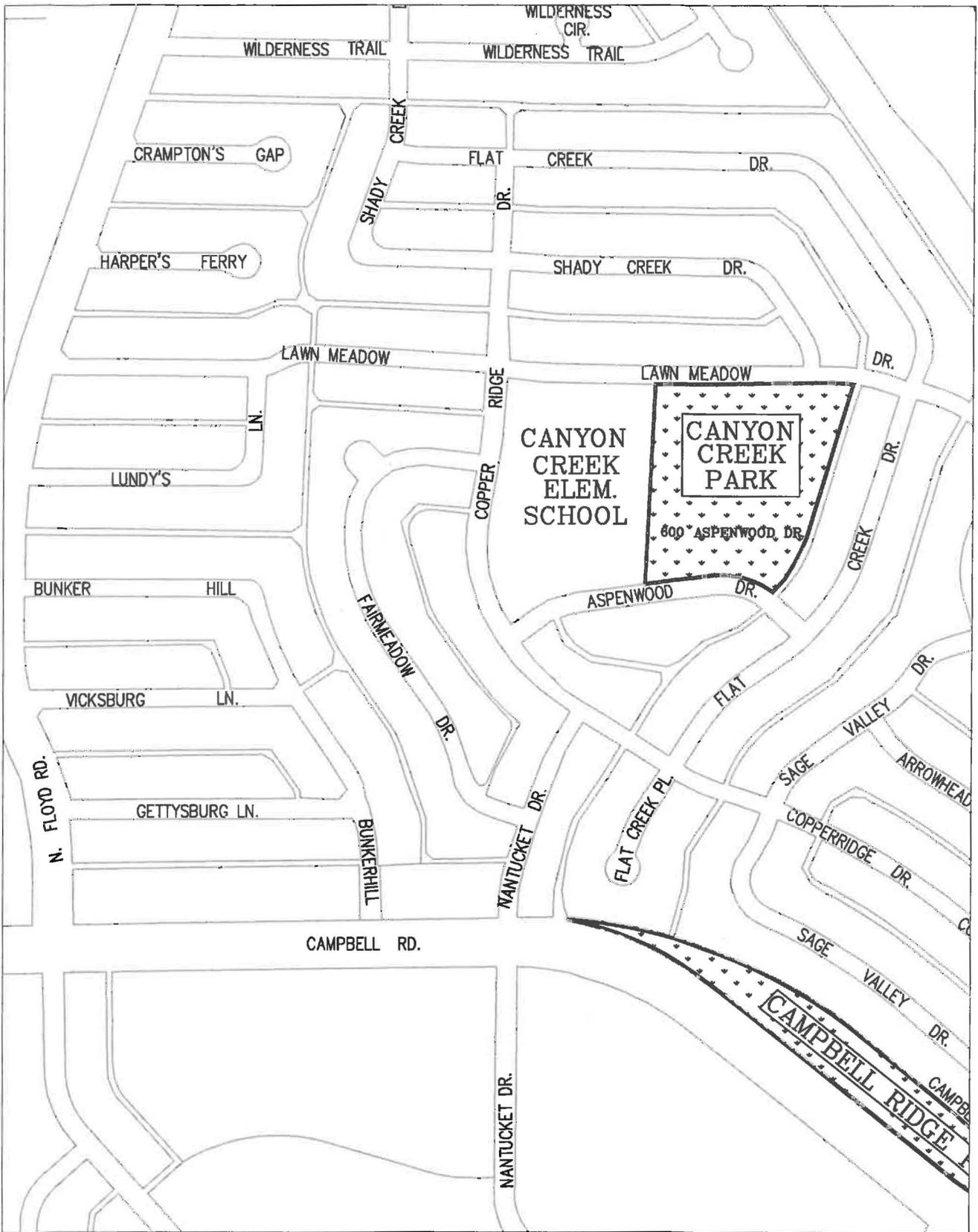


**POINT NORTH PARK**



CITY OF  
RICHARDSON  
TEXAS





**CANYON CREEK PARK**



CITY OF  
RICHARDSON  
TEXAS





# MEMO

**DATE:** April 16, 2013  
**TO:** Kent Pfeil – Director of Finance  
**FROM:** Pam Kirkland – Purchasing Manager *Pam*  
**SUBJECT:** Award of Bid #43-13 for the co-op purchase of audio visual and technology equipment and security system for the Fire Training Center/Emergency Operations Center/Backup Dispatch Center to CDWG Government, LLC in the amount of \$396,981.97 through the National Intergovernmental Purchasing Alliance Contracts #120471 and #083052-01

**Proposed Date of Award: April 22, 2013**

I concur with the recommendation of Mistie Gardner – Emergency Management Coordinator and Steve Graves – Chief Information Officer and request permission to issue the following purchase orders to CDWG Government, LLC for the audio visual, technology, and security equipment as outlined below for the Fire Training Center/Emergency Operations Center/Backup Dispatch Center, for a total expenditure of \$396,981.97.

<u>Item Categories</u>	<u>NIPA Contract</u>	<u>Total Cost</u>
Panasonic AV Products	120471	\$ 36,736.75
Panasonic Design/Installation/Project Management	120471	164,900.00
CRESTRON, Sierra Video Products required to complete installation	120471	109,742.90
Panasonic Security Camera System, Warranty, Install/Setup	120471	51,185.58
All Other Third Party Products	083052-01	34,416.74
<b>Total Expenditure</b>		<b>\$ 396,981.97</b>

The National Intergovernmental Purchasing Alliance (NIPA) awarded two contracts to CDWG Government, LLC for the Panasonic and third party items needed for the Fire Training Center/Emergency Operations Center/Backup Dispatch Center. The City of Tucson was the lead agency for both national cooperative contracts through NIPA. Contract #120471 was awarded to CDWG Government, LLC for Panasonic Solutions to Include Toughbooks, Tablets, Accessories and Associated Services and Contract #083052-01 was awarded to CDWG Government, LLC for Information Technology Solutions. By utilizing both of the NIPA contracts, Panasonic was able to design, configure, install, customize and provide project management for an audio visual and security system which met the needs of the new facility. The City of Richardson participates in the NIPA cooperative purchasing program pursuant to Texas Government Code, Chapter 791.025 and Texas Local Government Code, Subchapter F, Section 271.102.

Funding sources for this expenditure are outlined in the attached memo.

Concur:

*Kent Pfeil*  
 \_\_\_\_\_  
 Kent Pfeil

ATTACHMENTS



# MEMO

**DATE:** April 17, 2013

**TO:** Pam Kirkland, Purchasing Manager

**FROM:** Mistie Gardner, Emergency Management Coordinator  
Steve Graves, Chief Information Officer

**SUBJECT:** Audio Visual/Technology Integration Purchase for EOC/Training Center/Backup Dispatch

The City of Richardson Office of Emergency Management, as part of their disaster preparedness initiative, have been working with the City Manager's Office, Richardson Fire Department, Police Department, Information Technology department, and Capital Projects to develop and enhance Emergency Operations Center, Training Center and Backup Dispatch Center capabilities. To this end, the AV system and its integration are critical components necessary to achieve the improved capabilities.

The cost for this purchase includes all AV and Security System components, integration of such components and installation of systems including all hardware and cabling. I recommend the purchase of this system through CDW-G in coordination with Panasonic utilizing the approved National IPA Contract #120471 and #083052-01. The total AV and Security System purchase is \$396,981.97.

Due to the complexity of this project, the funding for these items is broken down by funding stream and applicable account number as shown below:

FUNDING BREAKDOWN		
Account Number	Funding Stream	Total Per Account
043-1460-512.74-01	2011 UASI LE	\$131,018.58
043-0248-512.74-01	2012 UASI LE	\$15,007.64
043-1459-512.74-01	2011 UASI	\$171,729.57
043-0249-512.74-01	2012 UASI	\$79,226.18
	<b>TOTAL</b>	<b>\$396,981.97</b>



**The Right Technology.  
Right Away.™**

www.CDWG.com  
800-808-4239

# SALES QUOTATION

QUOTE NO.	ACCOUNT NO.	DATE
K158272	1895470	4/11/2013

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CITY OF RICHARDSON  
PO BOX 830309  
ACCS. PAYABLE  
RICHARDSON, TX 75083-0309

Customer Phone # 9722384100

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CITY OF RICHARDSON  
PO BOX 830309  
ACCS. PAYABLE  
RICHARDSON, TX 75083-0309  
Contact: TAMMY TAMIMI 972--74-4-40

Customer P.O. # PANASONIC QUOTE

ACCOUNT MANAGER	SHIPPING METHOD	TERMS	EXEMPTION CERTIFICATE
ANDREW HINES 877-525-1583	AIT - Deferred, 3-	Request Terms	GOVT-EXEMPT

QTY	ITEM NUMBER	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
7	2744334	PANASONIC TH42LRU50 42" LCD TV Mfg#: PAD-TH42LRU50 Contract: NATIONAL IPA 120471	600.60	4204.20
10	2812506	PANASONIC TH55LRU50 55IN Mfg#: PAD-TH55LRU50 Contract: NATIONAL IPA 120471	1657.50	16575.00
1	2842285	PANASONIC 65IN PLASMA 1920X1080 Mfg#: PAD-TH65PB1U Contract: NATIONAL IPA 120471	4368.00	4368.00
1	2694383	PANASONIC PTEW630U WXGA 5500 LUM Mfg#: PP1-PTEW630U Contract: NATIONAL IPA 120471	2911.10	2911.10
5	2698171	PANASONIC 3D BLU RAY PLAYER Mfg#: PNC-DMP-BDT320 Contract: NATIONAL IPA 120471	176.09	880.45
2	2694380	PANASONIC PTEZ570U WUXGA 5000 LUM Mfg#: PP1-PTEZ570U Contract: NATIONAL IPA 120471	3899.00	7798.00
SUBTOTAL				36736.75

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TOTAL Continued

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230 North Milwaukee Ave.  
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# SALES QUOTATION

QUOTE NO.	ACCOUNT NO.	DATE
K158272	1895470	4/11/2013

**B** CITY OF RICHARDSON  
**I** PO BOX 830309  
**L** ACCS. PAYABLE  
**T** RICHARDSON, TX 75083-0309  
**O**

Customer Phone # 9722384100

**S** CITY OF RICHARDSON  
**H** PO BOX 830309  
**I** ACCS. PAYABLE  
**P** RICHARDSON, TX 75083-0309  
**T** Contact: TAMMY TAMIMI 972--74-4-40  
**O**

Customer P.O. # PANASONIC QUOTE

ACCOUNT MANAGER	SHIPPING METHOD	TERMS	EXEMPTION CERTIFICATE
ANDREW HINES 877-525-1583	AIT - Deferred, 3-	Request Terms	GOVT-EXEMPT

QTY	ITEM NUMBER	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
		FREIGHT		.00
		SALES TAX		.00

Terms and Conditions:  
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<b>TOTAL</b>	US Currency 36,736.75
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**Chicago, IL 60675-1515**

Total	36,736.75
FMV Lease Option	1,080.80/Month
Total	36,736.75
\$BO Lease Option	1,191.37/Month

Monthly payment based on 36 month lease. Other terms and options are available. Contact you Account Manager for details. Payment quoted subject to change. \*\*

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- \* Lower Upfront Costs. Get the products you need without impacting cash flow. Preserve your working capital and existing credit line.
- \* Flexible Payment Terms. 100% financing with no money down, payment deferrals and payment schedules that match your company's business cycles.
- \* Predictable, Low Monthly Payments. Pay over time. Lease payments are fixed and can be tailored to your budget levels or revenue streams.
- \* Technology Refresh. Keep current technology with minimal financial impact or risk. Add-on or upgrade during the lease term. And choose to return or purchase the equipment at end of lease.
- \* Bundle Costs. You can combine hardware, software, and services into a single transaction! Which means you can pay for your software licenses over time. We know your challenges and understand the need for flexibility.

General Terms and Conditions:

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# SALES QUOTATION

QUOTE NO.	ACCOUNT NO.	DATE
K212824	1895470	4/15/2013

**B** CITY OF RICHARDSON  
**I** PO BOX 830309  
**L** ACCS. PAYABLE  
**T** RICHARDSON, TX 75083-0309  
**O**

**S** CITY OF RICHARDSON  
**H** PO BOX 830309  
**I** ACCS. PAYABLE  
**P** RICHARDSON, TX 75083-0309  
**T** Contact: TAMMY TAMIMI 972--74-4-40  
**O**

Customer Phone # 9722384100

Customer P.O. # K212824

QUOTE

ACCOUNT MANAGER	SHIPPING METHOD	TERMS	EXEMPTION CERTIFICATE
ANDREW HINES 877-525-1583	UPS Ground	Request Terms	GOVT-EXEMPT

QTY	ITEM NUMBER	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
1	NEW-ITEM	NEW ITEM Mfg#: CDW-NEW-ITEM Contract: MARKET Panasonic Install Design, Configuration, Install, Customization  IPA # 120471  Manufacturer phone number_____	160000.00	160000.00
8	NEW-ITEM	NEW ITEM Mfg#: CDW-NEW-ITEM Contract: MARKET Panasonic Hourly Project Management Services to Oversee EOC Installations  IPA # 120471  Manufacturer phone number_____	612.50	4900.00
			SUBTOTAL	164900.00
			FREIGHT	.00
			SALES TAX	.00

Terms and Conditions:  
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<b>TOTAL</b>	US Currency 164,900.00
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Total	164,900.00
FMV Lease Option	4,656.78/Month
Total	164,900.00
\$BO Lease Option	5,158.07/Month

Monthly payment based on 36 month lease. Other terms and options are available. Contact your Account Manager for details. Payment quoted subject to change. \*\*

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#### Why finance?

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- \* Technology Refresh. Keep current technology with minimal financial impact or risk. Add-on or upgrade during the lease term. And choose to return or purchase the equipment at end of lease.
- \* Bundle Costs. You can combine hardware, software, and services into a single transaction! Which means you can pay for your software licenses over time. We know your challenges and understand the need for flexibility.

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# SALES QUOTATION

QUOTE NO.	ACCOUNT NO.	DATE
K158095	1895470	4/11/2013

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Customer Phone # 9722384100

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PO BOX 830309  
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RICHARDSON, TX 75083-0309  
Contact: TAMMY TAMIMI 972--74-4-40

Customer P.O. # CRESTRON QUOTE

ACCOUNT MANAGER	SHIPPING METHOD	TERMS	EXEMPTION CERTIFICATE
ANDREW HINES 877-525-1583	UPS Ground	Request Terms	GOVT-EXEMPT

QTY	ITEM NUMBER	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
8	3003051	CRESTRON CAMEO KEYPAD BLACK Mfg#: C2N-C2N-CBF-P-B-T Contract: NATIONAL IPA TECH SOLUTIONS 083052-01	187.20	1497.60
1	2888377	CRESTRON EXT RANGE RF WRLS GATEWAY Mfg#: C1N-CEN-ERFGW-POE Contract: NATIONAL IPA TECH SOLUTIONS 083052-01	312.00	312.00
1	2459645	CRESTRON DM-MD32X32-RPS Mfg#: C1N-DM-MD32X32-RPS Contract: NATIONAL IPA TECH SOLUTIONS 083052-01	9292.00	9292.00
17	2459656	CRESTRON DMC-C-DSP Mfg#: C1N-DMC-C-DSP Contract: NATIONAL IPA TECH SOLUTIONS 083052-01	656.50	11160.50
15	2391948	CRESTRON HDMI INPUT CARD Mfg#: C1N-DMC-HD-DSP Contract: NATIONAL IPA TECH SOLUTIONS 083052-01	505.00	7575.00
5	2195763	CRESTRON 4 DM 8G STP OUTPUT CARD Mfg#: C1N-DMCO-55 Contract: NATIONAL IPA TECH SOLUTIONS 083052-01	1352.00	6760.00
3	2205486	CRESTRON HDMI STEREO OUTPUT CARD	707.00	2121.00

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TOTAL  Continued

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K158095	1895470	4/11/2013

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CITY OF RICHARDSON  
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Contact: TAMMY TAMIMI 972--74-4-40

Customer P.O. # CRESTRON QUOTE

ACCOUNT MANAGER	SHIPPING METHOD	TERMS	EXEMPTION CERTIFICATE
ANDREW HINES 877-525-1583	UPS Ground	Request Terms	GOVT-EXEMPT

QTY	ITEM NUMBER	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
		Mfg#: C1N-DMCO-33 Contract: NATIONAL IPA TECH SOLUTIONS 083052-01		
17	2732398	CRESTRON WALL PLATE DIGITAL MEDIA Mfg#: C2N-DM-TX-200-C-2G-B-T Contract: NATIONAL IPA TECH SOLUTIONS 083052-01	728.00	12376.00
20	2459647	CRESTRON DM-RMC-SCALER-C Mfg#: C2N-DM-RMC-SCALER-C Contract: NATIONAL IPA TECH SOLUTIONS 083052-01	728.00	14560.00
22	2696671	CRESTRON 8FT LOCKING HI-SPEED HDMI Mfg#: C2N-CBL-HD-LOCK-8 Contract: NATIONAL IPA TECH SOLUTIONS 083052-01	40.40	888.80
9	2244507	CRESTRON 500FT DIGITALMEDIA 8G Mfg#: C1N-DM-CBL-8G-P-SP500 Contract: NATIONAL IPA TECH SOLUTIONS 083052-01	312.00	2808.00
2	2195789	CRESTRON DIGITAL 8G CBL CONN 100PK Mfg#: C1N-DM-8G-CONN-100 Contract: NATIONAL IPA TECH SOLUTIONS 083052-01	260.00	520.00
1	2851087	CRESTRON 3 SERIES CTRL SYSTEM Mfg#: C1N-CP3 Contract: NATIONAL IPA TECH SOLUTIONS	936.00	936.00

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Contact: TAMMY TAMIMI 972--74-4-40

Customer P.O. # CRESTRON QUOTE

ACCOUNT MANAGER	SHIPPING METHOD	TERMS	EXEMPTION CERTIFICATE
ANDREW HINES 877-525-1583	UPS Ground	Request Terms	GOVT-EXEMPT

QTY	ITEM NUMBER	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
		083052-01		
1	2719123	CRESTRON 3 SERIES CTRL CARD 8 IR PT Mfg#: C1N-C3IR-8 Contract: NATIONAL IPA TECH SOLUTIONS 083052-01	364.00	364.00
3	2326427	CRESTRON WALL MOUNT DOCKING STATION Mfg#: C1N-TPS-6X-DSW Contract: NATIONAL IPA TECH SOLUTIONS 083052-01	932.00	2796.00
3	1986143	CRESTRON ISYS 5.7" WIRELESS TOUCH Mfg#: C1N-TPS-6X-B-T Contract: NATIONAL IPA TECH SOLUTIONS 083052-01	1664.00	4992.00
1	2065442	CRESTRON SYSTEM POWER SUPPLY 300 WAT Mfg#: C1N-C2N-SPWS300 Contract: NATIONAL IPA TECH SOLUTIONS 083052-01	780.00	780.00
1	2065443	CRESTRON RACKMOUNT KIT MULTIUSE Mfg#: C1N-C2N-RMAK Contract: NATIONAL IPA TECH SOLUTIONS 083052-01	78.00	78.00
2	2065440	CRESTRON MULTI TYPE NETWORK DIST. BL Mfg#: C1N-C2N-HBLOCK Contract: NATIONAL IPA TECH SOLUTIONS 083052-01	156.00	312.00
2	2050208	CRESTRON RACK MOUNT KIT	78.00	156.00

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# SALES QUOTATION

QUOTE NO.	ACCOUNT NO.	DATE
K158095	1895470	4/11/2013

**B** CITY OF RICHARDSON  
**I** PO BOX 830309  
**L** ACCS. PAYABLE  
**T** RICHARDSON, TX 75083-0309  
**O**

**S** CITY OF RICHARDSON  
**H** PO BOX 830309  
**I** ACCS. PAYABLE  
**P** RICHARDSON, TX 75083-0309  
**T** Contact: TAMMY TAMIMI 972--74-4-40  
**O**

Customer Phone # 9722384100

Customer P.O. # CRESTRON QUOTE

ACCOUNT MANAGER	SHIPPING METHOD	TERMS	EXEMPTION CERTIFICATE
ANDREW HINES 877-525-1583	UPS Ground	Request Terms	GOVT-EXEMPT

QTY	ITEM NUMBER	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
		Mfg#: C2N-CNXRMAK Contract: NATIONAL IPA TECH SOLUTIONS 083052-01		
1	2888377	CRESTRON EXT RANGE RF WRLS GATEWAY Mfg#: C1N-CEN-ERFGW-POE Contract: NATIONAL IPA TECH SOLUTIONS 083052-01	286.00	286.00
22	1911620	CRESTRON IR EMITTER - MINI CONNECT Mfg#: C2N-IRP2 Contract: NATIONAL IPA TECH SOLUTIONS 083052-01	26.00	572.00
2	3004572	SIERRA VIDEO SVG MULTI-VIEWER FRAME Mfg#: UUU-04-SVG-FRAME Contract: NATIONAL IPA TECH SOLUTIONS 083052-01	2000.00	4000.00
4	3004575	SIERRA VIDEO 4 INPUT Mfg#: UUU-04-SVG-HDMI Contract: NATIONAL IPA TECH SOLUTIONS 083052-01	2100.00	8400.00
4	3004579	SIERRA VIDEO MODULE Mfg#: UUU-04-SVG-OM-VGAHDMI Contract: NATIONAL IPA TECH SOLUTIONS 083052-01	4050.00	16200.00
SUBTOTAL				109742.90
FREIGHT				.00
SALES TAX				.00

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<b>TOTAL</b>	US Currency 109,742.90
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Chicago, IL 60675-1515

Total	109,742.90
FMV Lease Option	3,099.14/Month
Total	109,742.90
\$BO Lease Option	3,432.76/Month

Monthly payment based on 36 month lease. Other terms and options are available. Contact you Account Manager for details. Payment quoted subject to change. \*\*

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- \* Flexible Payment Terms. 100% financing with no money down, payment deferrals and payment schedules that match your company's business cycles.
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# SALES QUOTATION

QUOTE NO.	ACCOUNT NO.	DATE
K189447	1895470	4/12/2013

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CITY OF RICHARDSON  
PO BOX 830309  
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RICHARDSON, TX 75083-0309

Customer Phone # 9722384100

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CITY OF RICHARDSON  
PO BOX 830309  
ACCS. PAYABLE  
RICHARDSON, TX 75083-0309  
Contact: TAMMY TAMIMI 972--74-4-40

Customer P.O. # K189447

QUOTE

ACCOUNT MANAGER	SHIPPING METHOD	TERMS	EXEMPTION CERTIFICATE
ANDREW HINES 877-525-1583	UPS Ground	Request Terms	GOVT-EXEMPT

QTY	ITEM NUMBER	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
6	2551759	PANASONIC HD VANDAL RES DOME CAMERA Mfg#: PVI-WVSW155 Contract: NATIONAL IPA 120471	448.00	2688.00
2	2325047	PANASONIC HD DOME NETWORK CAM H.264 Mfg#: PVI-WV-SW395 Contract: NATIONAL IPA 120471	1931.59	3863.18
9	2749447	PANASONIC 3MP HD VANDAL RESIST CAM Mfg#: PNC-WV-SW559 Contract: NATIONAL IPA 120471	896.00	8064.00
2	959118	PANASONIC OUTDOOR POLE MNT BRACKET Mfg#: PNC-PAPM3B Contract: NATIONAL IPA 120471	48.16	96.32
5	NEW-ITEM	NEW ITEM Mfg#: CDW-NEW-ITEM Contract: MARKET Pole Mount and Housing for SW559 IPA # 120471	161.28	806.40

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TOTAL  Continued

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K189447	1895470	4/12/2013

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RICHARDSON, TX 75083-0309  
Contact: TAMMY TAMIMI 972--74-4-40

Customer Phone # 9722384100

Customer P.O. # K189447 QUOTE

ACCOUNT MANAGER	SHIPPING METHOD	TERMS	EXEMPTION CERTIFICATE
ANDREW HINES 877-525-1583	UPS Ground	Request Terms	GOVT-EXEMPT

QTY	ITEM NUMBER	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
1	NEW-ITEM	Manufacturer phone number _____ NEW ITEM Mfg#: CDW-NEW-ITEM Contract: MARKET Panasonic- WJND 400 12000T3 NVR w/ 4 Removeable 3TBHDD, 12 TB IPA # 120471	10084.64	10084.64
5	2550976	Manufacturer phone number _____ PANASONIC IP MGT & MONITOR SW Mfg#: PVI-WV-ASM200 Contract: NATIONAL IPA 120471	469.28	2346.40
2	1846090	POWERDSINE 1PT GB POE MIDSPAN Mfg#: PWD-PD-9501G/AC Contract: NATIONAL IPA 120471	96.32	192.64
2	NEW-ITEM	NEW ITEM Mfg#: CDW-NEW-ITEM Contract: MARKET Panasonic- VR448UTP Long Range 4 Port, Ethernet Extender, w/ POE Inserter IPA # 120471	996.80	1993.60

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**TOTAL** Continued

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# SALES QUOTATION

QUOTE NO.	ACCOUNT NO.	DATE
K189447	1895470	4/12/2013

**B** CITY OF RICHARDSON  
**I** PO BOX 830309  
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**T** RICHARDSON, TX 75083-0309  
**O** Contact: TAMMY TAMIMI 972--74-4-40

Customer Phone # 9722384100

Customer P.O. # K189447

QUOTE

ACCOUNT MANAGER	SHIPPING METHOD	TERMS	EXEMPTION CERTIFICATE
ANDREW HINES 877-525-1583	UPS Ground	Request Terms	GOVT-EXEMPT

QTY	ITEM NUMBER	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
3	NEW-ITEM	Manufacturer phone number _____  NEW ITEM Mfg#: CDW-NEW-ITEM Contract: MARKET Berktek- BTKCAT6P1000 Berktek Cat6 Plenum Cable 1000' Green IPA # 120471	352.80	1058.40
7	NEW-ITEM	Manufacturer phone number _____  NEW ITEM Mfg#: CDW-NEW-ITEM Contract: MARKET Berktek- BTKCAT6P1000 Berktek CAT6 Direct Burial Gel Filled 1000 IPA # 120471	504.00	3528.00
1	NEW-ITEM	Manufacturer phone number _____  NEW ITEM	1920.00	1920.00

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**TOTAL** Continued

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# SALES QUOTATION

QUOTE NO.	ACCOUNT NO.	DATE
K189447	1895470	4/12/2013

**B** CITY OF RICHARDSON  
**I** PO BOX 830309  
**L**  
**L** ACCS. PAYABLE  
**T** RICHARDSON, TX 75083-0309  
**O**

**S** CITY OF RICHARDSON  
**H** PO BOX 830309  
**I**  
**P** ACCS. PAYABLE  
**T** RICHARDSON, TX 75083-0309  
**O** Contact: TAMMY TAMIMI 972--74-4-40

Customer Phone # 9722384100

Customer P.O. # K189447

QUOTE

ACCOUNT MANAGER	SHIPPING METHOD	TERMS	EXEMPTION CERTIFICATE
ANDREW HINES 877-525-1583	UPS Ground	Request Terms	GOVT-EXEMPT

QTY	ITEM NUMBER	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
1	NEW-ITEM	Mfg#: CDW-NEW-ITEM Contract: MARKET MISC Flex, Boxes, J Hooks, Connectors, Lift, NEMA Box IPA # 120471  Manufacturer phone number _____  NEW ITEM Mfg#: CDW-NEW-ITEM Contract: MARKET Advanced integration and installation IPA # 120471  Manufacturer phone number _____	14544.00	14544.00
			SUBTOTAL	51185.58
			FREIGHT	.00
			SALES TAX	.00

Terms and Conditions:  
<http://www.cdwg.com/content/terms-conditions/default.asp>

<b>TOTAL</b>	US Currency 51,185.58
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CDW Government  
230 North Milwaukee Ave.  
Vernon Hills, IL 60061  
General Phone: 847-371-5000 Fax: 847-419-6200  
Account Manager's Direct Fax: 847-371-3231

Please remit payment to:  
CDW Government  
75 Remittance Drive  
Suite 1515  
Chicago, IL 60675-1515

Total	51,185.58
FMV Lease Option	1,473.12/Month
Total	51,185.58
\$BO Lease Option	1,628.73/Month

Monthly payment based on 36 month lease. Other terms and options are available. Contact you Account Manager for details. Payment quoted subject to change. \*\*

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Why finance?

- \* Lower Upfront Costs. Get the products you need without impacting cash flow. Preserve your working capital and existing credit line.
- \* Flexible Payment Terms. 100% financing with no money down, payment deferrals and payment schedules that match your company's business cycles.
- \* Predictable, Low Monthly Payments. Pay over time. Lease payments are fixed and can be tailored to your budget levels or revenue streams.
- \* Technology Refresh. Keep current technology with minimal financial impact or risk. Add-on or upgrade during the lease term. And choose to return or purchase the equipment at end of lease.
- \* Bundle Costs. You can combine hardware, software, and services into a single transaction! Which means you can pay for your software licenses over time. We know your challenges and understand the need for flexibility.

General Terms and Conditions:

\*\*This quote is not legally binding and is for discussion purposes only. The rates are estimate only and are based on a collection of industry data from numerous sources. All rates and financial quotes are subject to final review, approval, and documentation by our leasing partners. Payments above exclude all applicable taxes. Financing is subject to credit approval and review of final equipment and services configuration. Fair Market Value leases are structured with the assumption that the equipment has a residual value at the end of the lease term.



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# SALES QUOTATION

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K162614	1895470	4/11/2013

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Contact: TAMMY TAMIMI 972--74-4-40

Customer P.O. # MISC PARTS QUOTE

ACCOUNT MANAGER	SHIPPING METHOD	TERMS	EXEMPTION CERTIFICATE
ANDREW HINES 877-525-1583	AIT - Deferred, 3-	Request Terms	GOVT-EXEMPT

QTY	ITEM NUMBER	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
2	3004583	ANTRONIX 1X16 CABLE TV DIST AMP Mfg#: UUU-3016H Contract: NATIONAL IPA TECH SOLUTIONS 083052-01	45.00	90.00
4	1740437	ATLAS STRATEGY 2-WAY SPEAKER SYS Mfg#: ATZ-FAP62T Contract: NATIONAL IPA TECH SOLUTIONS 083052-01	98.26	393.04
16	2809556	ATLAS 4" 2WAY MOUNT SPEAKER SYSTEM Mfg#: ATZ-SM42T-WH Contract: NATIONAL IPA TECH SOLUTIONS 083052-01	61.18	978.88
6	2879924	ATLAS 8IN 2WAY WEATHER RESISTANT SPK Mfg#: ATZ-SM82T-WH Contract: NATIONAL IPA TECH SOLUTIONS 083052-01	232.98	1397.88
8	1740437	ATLAS STRATEGY 2-WAY SPEAKER SYS Mfg#: ATZ-FAP62T Contract: NATIONAL IPA TECH SOLUTIONS 083052-01	98.26	786.08
2	2999167	ATLONA HDMI TO 5.1 AUDIO EXTRACTOR Mfg#: UUU-AT-HD570 Contract: NATIONAL IPA TECH SOLUTIONS 083052-01	279.99	559.98
1	3002491	WEST PENN 1000FT CATV RG-6 PLENUM	861.69	861.69

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TOTAL Continued

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ACCOUNT MANAGER	SHIPPING METHOD	TERMS	EXEMPTION CERTIFICATE
ANDREW HINES 877-525-1583	AIT - Deferred, 3-	Request Terms	GOVT-EXEMPT

QTY	ITEM NUMBER	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
		Mfg#: UUU-WP-256350-1000 Contract: NATIONAL IPA TECH SOLUTIONS 083052-01		
2	2352954	BLACK BOX 24PT 802.3AF POE INJECTOR Mfg#: BLA-LPJ024A-FM Contract: NATIONAL IPA TECH SOLUTIONS 083052-01	771.23	1542.46
16	2715400	C2G HDMI+VGA+3.5MM DECORA WALL PLATE Mfg#: CTG-41031 Contract: NATIONAL IPA TECH SOLUTIONS 083052-01	26.85	429.60
20	1043714	C2G SINGLE GANG DECORA WALPLATE WHT Mfg#: CTG-03725 Contract: NATIONAL IPA TECH SOLUTIONS 083052-01	1.00	20.00
4	1663921	C2G HDMI KEYSTONE JACK - WHITE Mfg#: CTG-03345 Contract: NATIONAL IPA TECH SOLUTIONS 083052-01	10.55	42.20
4	1124731	C2G 1-PORT KEYSTONE WALLPLATE WHT Mfg#: CTG-03410 Contract: NATIONAL IPA TECH SOLUTIONS 083052-01	1.00	4.00
2	3004570	CONTEMPORARY RESEARCH HD TUNER Mfg#: UUU-232-ATSC-+1 Contract: NATIONAL IPA TECH SOLUTIONS	935.63	1871.26

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**TOTAL** Continued

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ANDREW HINES 877-525-1583	AIT - Deferred, 3-	Request Terms	GOVT-EXEMPT

QTY	ITEM NUMBER	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
		083052-01		
1	2782926	CONTEMPORARY RESEARCH HD TV MNT KIT Mfg#: UUU-RK2HD+ Contract: NATIONAL IPA TECH SOLUTIONS 083052-01	60.00	60.00
1	3002594	DURA TIME MASTER WITH ETHERNET SYNC Mfg#: UUU-RC100 Contract: NATIONAL IPA TECH SOLUTIONS 083052-01		
1	3002557	DURA TIME IP WIRELESS CLOCK W/BATT Mfg#: UUU-RCMAR-BATTALKC Contract: NATIONAL IPA TECH SOLUTIONS 083052-01	185.00	185.00
1	3002577	DURATIME RC145 SIGNAL REPEATER Mfg#: UUU-RC145 Contract: NATIONAL IPA TECH SOLUTIONS 083052-01	149.00	149.00
7	3002588	DURATIME SECONDARY WRLSS CLOCK 110V Mfg#: UUU-RC12P110 Contract: NATIONAL IPA TECH SOLUTIONS 083052-01	159.00	1113.00
3	3002591	DURA TIME DIGITAL CLOCK Mfg#: UUU-RC440W Contract: NATIONAL IPA TECH SOLUTIONS 083052-01	278.00	834.00
1	2309494	ERGOTRON NEO-FLEX MMC UHD CART	709.50	709.50

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ANDREW HINES 877-525-1583	AIT - Deferred, 3-	Request Terms	GOVT-EXEMPT

QTY	ITEM NUMBER	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
		Mfg#: ERG-24-192-085 Contract: NATIONAL IPA TECH SOLUTIONS 083052-01		
2	1807680	MID ATLANTIC FILT VENT PANEL Mfg#: MDA-FILTER Contract: NATIONAL IPA TECH SOLUTIONS 083052-01	28.62	57.24
2	960904	MID ATLANTIC 4.5"(4)FAN/TOP W/FC M/W Mfg#: MDA-MW-4QFT-FC Contract: NATIONAL IPA TECH SOLUTIONS 083052-01	462.37	924.74
2	566012	MID ATLANTIC RACK ENCLOSURE Mfg#: MDA-MRK-4436 Contract: NATIONAL IPA TECH SOLUTIONS 083052-01	917.91	1835.82
2	2999171	MID ATLANTIC MRK/VRK/VMRK ISO KIT Mfg#: MDA-MV-ISO-36 Contract: NATIONAL IPA TECH SOLUTIONS 083052-01	86.99	173.98
1	699675	MID ATLANTIC PAIR 44 SPACE 36"D PAN Mfg#: MDA-SPN-44-36 Contract: NATIONAL IPA TECH SOLUTIONS 083052-01	514.19	514.19
2	1807680	MID ATLANTIC FILT VENT PANEL Mfg#: MDA-FILTER Contract: NATIONAL IPA TECH SOLUTIONS	28.62	57.24

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ACCOUNT MANAGER	SHIPPING METHOD	TERMS	EXEMPTION CERTIFICATE
ANDREW HINES 877-525-1583	AIT - Deferred, 3-	Request Terms	GOVT-EXEMPT

QTY	ITEM NUMBER	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
		083052-01		
2	938719	MID ATLANTIC 44SP PR MRK/VRK RAIL Mfg#: MDA-MV-RR44 Contract: NATIONAL IPA TECH SOLUTIONS 083052-01	73.30	146.60
2	802502	MID ATLANTIC 32 DP WRK-SA VENT BLOCK Mfg#: MDA-VBK-WSA32 Contract: NATIONAL IPA TECH SOLUTIONS 083052-01	17.59	35.18
2	812380	MID ATLANTIC 115V VERT POWER STRIP Mfg#: MDA-PD-2415SC-NS Contract: NATIONAL IPA TECH SOLUTIONS 083052-01	110.91	221.82
1	2675248	MID ATLANTIC 2BAY VRK FOOT SET Mfg#: MDA-VFEET-2-12 Contract: NATIONAL IPA TECH SOLUTIONS 083052-01	146.63	146.63
1	2999181	MID ATLANTIC PAIR RAISED-FLOOR SUPP Mfg#: MDA-ANGLE-2-36 Contract: NATIONAL IPA TECH SOLUTIONS 083052-01	110.46	110.46
1	3002503	MID ATLANTIC RIB RISER BASE Mfg#: MDA-RIB-2-MRK-36 Contract: NATIONAL IPA TECH SOLUTIONS 083052-01	277.61	277.61
2	3002508	MID ATLANTIC RACK MOUNT POWER STRIP	106.55	213.10

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Customer P.O. # MISC PARTS QUOTE

ACCOUNT MANAGER	SHIPPING METHOD	TERMS	EXEMPTION CERTIFICATE
ANDREW HINES 877-525-1583	AIT - Deferred, 3-	Request Terms	GOVT-EXEMPT

QTY	ITEM NUMBER	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
		Mfg#: MDA-PD-915RC-20 Contract: NATIONAL IPA TECH SOLUTIONS 083052-01		
2	1745156	MID ATLANTIC 1SP DECORA PANEL Mfg#: MDA-DECP-1X2 Contract: NATIONAL IPA TECH SOLUTIONS 083052-01	28.34	56.68
4	1294234	MID ATL REMOTE POWER SWITCH, 15 AMP Mfg#: MDA-RPS-K Contract: NATIONAL IPA TECH SOLUTIONS 083052-01	57.67	230.68
8	NEW-ITEM	NEW ITEM Mfg#: CDW-NEW-ITEM Contract: MARKET Manufacturer phone number_____	85.00	680.00
1	NEW-ITEM	NEW ITEM Mfg#: CDW-NEW-ITEM Contract: MARKET Mid Atlantic Rack mounts for cable boxes, Blu-Ray IPA # 083052-01	85.00	85.00

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**TOTAL** Continued

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ACCOUNT MANAGER	SHIPPING METHOD	TERMS	EXEMPTION CERTIFICATE
ANDREW HINES 877-525-1583	AIT - Deferred, 3-	Request Terms	GOVT-EXEMPT

QTY	ITEM NUMBER	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
1	240501	Manufacturer phone number _____ NETGEAR 16PT 10/100 SWITCH Mfg#: NTG-FS116NA Contract: NATIONAL IPA TECH SOLUTIONS 083052-01 Mid Atlantic Custom Rack Shelf 2 space IPA # 083052-01	60.65	60.65
13	1522061	PEERLESS TILT MOUNT 37-60" TAA Mfg#: PEE-PT660 Contract: NATIONAL IPA TECH SOLUTIONS 083052-01	66.41	863.33
2	1522321	PEERLESS TILT MOUNT 10-37" TAA Mfg#: PEE-PT632 Contract: NATIONAL IPA TECH SOLUTIONS 083052-01	20.68	41.36
4	1191580	PEERLESS PULL SWIVEL MNT 32-58" TAA Mfg#: PEE-SP850-UNLP Contract: NATIONAL IPA TECH SOLUTIONS 083052-01	265.64	1062.56
3	1346859	PEERLESS UNIV PRECISION GEAR MNT TAA	119.84	359.52

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QTY	ITEM NUMBER	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
		Mfg#: PEE-PRG-UNV Contract: NATIONAL IPA TECH SOLUTIONS 083052-01		
2	3004589	POLK AUDIO HOME THEATER SUBWOOFERS Mfg#: UUU-PSW125 Contract: NATIONAL IPA TECH SOLUTIONS 083052-01	350.00	700.00
1	3003060	QSC CONTRACTOR POWER AMPLIFIER Mfg#: UUU-CMX300V Contract: NATIONAL IPA TECH SOLUTIONS 083052-01	430.11	430.11
2	3002876	QSC 8CH 100 WATTS Mfg#: UUU-CX108V Contract: NATIONAL IPA TECH SOLUTIONS 083052-01	1604.72	3209.44
2	1119804	SHURE DUAL CHAN DIVERSITY RECEIVER Mfg#: SHM-PG1288/PG185 Contract: NATIONAL IPA TECH SOLUTIONS 083052-01	585.54	1171.08
1	2999157	SYMETRIX 4-IN 4-OUT AUDIO MIXER Mfg#: UUU-JUPITER-4 Contract: NATIONAL IPA TECH SOLUTIONS 083052-01	793.94	793.94
2	3003069	SYMETRIX AUDIO PROCESSOR Mfg#: SYX-8_X_8_DSP Contract: NATIONAL IPA TECH SOLUTIONS	2670.50	5341.00

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**TOTAL** Continued

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Total	34,416.74
FMV Lease Option	1,012.54/Month
Total	34,416.74
\$BO Lease Option	1,116.13/Month

Monthly payment based on 36 month lease. Other terms and options are available. Contact you Account Manager for details. Payment quoted subject to change. \*\*

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- \* Predictable, Low Monthly Payments. Pay over time. Lease payments are fixed and can be tailored to your budget levels or revenue streams.
- \* Technology Refresh. Keep current technology with minimal financial impact or risk. Add-on or upgrade during the lease term. And choose to return or purchase the equipment at end of lease.
- \* Bundle Costs. You can combine hardware, software, and services into a single transaction! Which means you can pay for your software licenses over time. We know your challenges and understand the need for flexibility.

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## MEMO

**DATE:** April 16, 2013

**TO:** Kent Pfeil – Director of Finance

**FROM:** Pam Kirkland – Purchasing Manager 

**SUBJECT:** Award of Competitive Sealed Proposal #903-13 for the Dublin Drive and Dover Drive from Belt Line Road to Colfax Drive (Paving, Drainage & Utility Improvements) and Bridge Aesthetics and Culvert Improvements at Dumont Drive over Hunt Branch to RKM Utility Services, Inc., in the amount of \$2,920,266.70

**Proposed Date of Award: April 22, 2013**

I concur with the recommendation of Steve Spanos – Director of Engineering, and request permission to issue a contract to RKM Utility Services, Inc. for the above referenced project for a total award of \$2,920,266.70, as outlined in Mr. Spanos attached memo.

Five competitive sealed proposals were received and they were evaluated by a committee of City staff from various departments on criteria related to proposal amount, cost, qualifications of contractor and personnel, project sequencing and delivery schedule. As per the attached evaluation form, it is our recommendation to award to the highest ranking firm, RKM Utility Services, Inc., with 81.8 out of 100 points.

Funding is provided from Special Revenue Fund (Drainage Utility), 2010 G.O. Bonds, Water & Sewer Utility Special Projects and Water & Sewer C.O.'s. The project was advertised in the *Dallas Morning News* on February 27, 2013 and March 6, 2013 and was posted on Bidsync.com. A pre-proposal conference was held on March 7, 2013.

Concur:

  
Kent Pfeil

ATTACHMENTS

Xc: Dan Johnson  
David Morgan  
Cliff Miller  
Don Magner  
Shanna Sims-Bradish



## MEMO

TO: Dan Johnson, City Manager

THROUGH: Cliff Miller, Assistant City Manager *CM*

FROM: Steve Spanos, P.E., Director of Engineering *SS*

SUBJECT: Award CSP #903-13 to RKM Utility Services, Inc. for the Dublin Drive and Dover Drive from Belt Line Road to Colfax Drive (Paving, Drainage & Utility Improvements) and Bridge Aesthetics and Culvert Improvements at Dumont Drive over Hunt Branch

DATE: April 12, 2013

### **ACTION REQUESTED:**

Council to consider award of CSP #903-13 to RKM Utility Services, Inc. for the Dublin Drive and Dover Drive from Belt Line Road to Colfax Drive (Paving, Drainage & Utility Improvements) and Bridge Aesthetics and Culvert Improvements at Dumont Drive over Hunt Branch for a total amount of \$2,920,266.70.

### **BACKGROUND INFORMATION:**

On March 21, 2013, Capital Projects Department received and opened 5 proposals to remove and replace street paving, sidewalk, drainage and water utilities on Dublin Drive and Dover Drive from Belt Line Road to Colfax Drive and to construct a new 36 foot long arched bridge with decorative railings and channel bank retaining walls at Dumont Drive over Hunt Branch. The alternates include constructing a right turn lane on Dublin Drive at Belt Line Road and asphalt overlay on Dumont Drive between Hunt Branch and Dublin Drive.

The five proposals submitted were evaluated by a City staff committee. The evaluation criteria as set forth in the proposal specifications included proposal amount, contractor qualifications, qualifications of personnel, and project sequencing and schedule. The proposal from RKM Utility Services, Inc. was ranked the highest value proposal. This company recently completed Terrace Drive and East Tyler Street Paving and Rehabilitation Project. Staff recommends award of the contract to RKM Utility Services, Inc.

### **FUNDING:**

Funding is provided from Special Revenue Fund (Drainage Utility), 2010 G.O. Bonds, Water & Sewer Utility Special Projects and Water & Sewer C.O.'s.

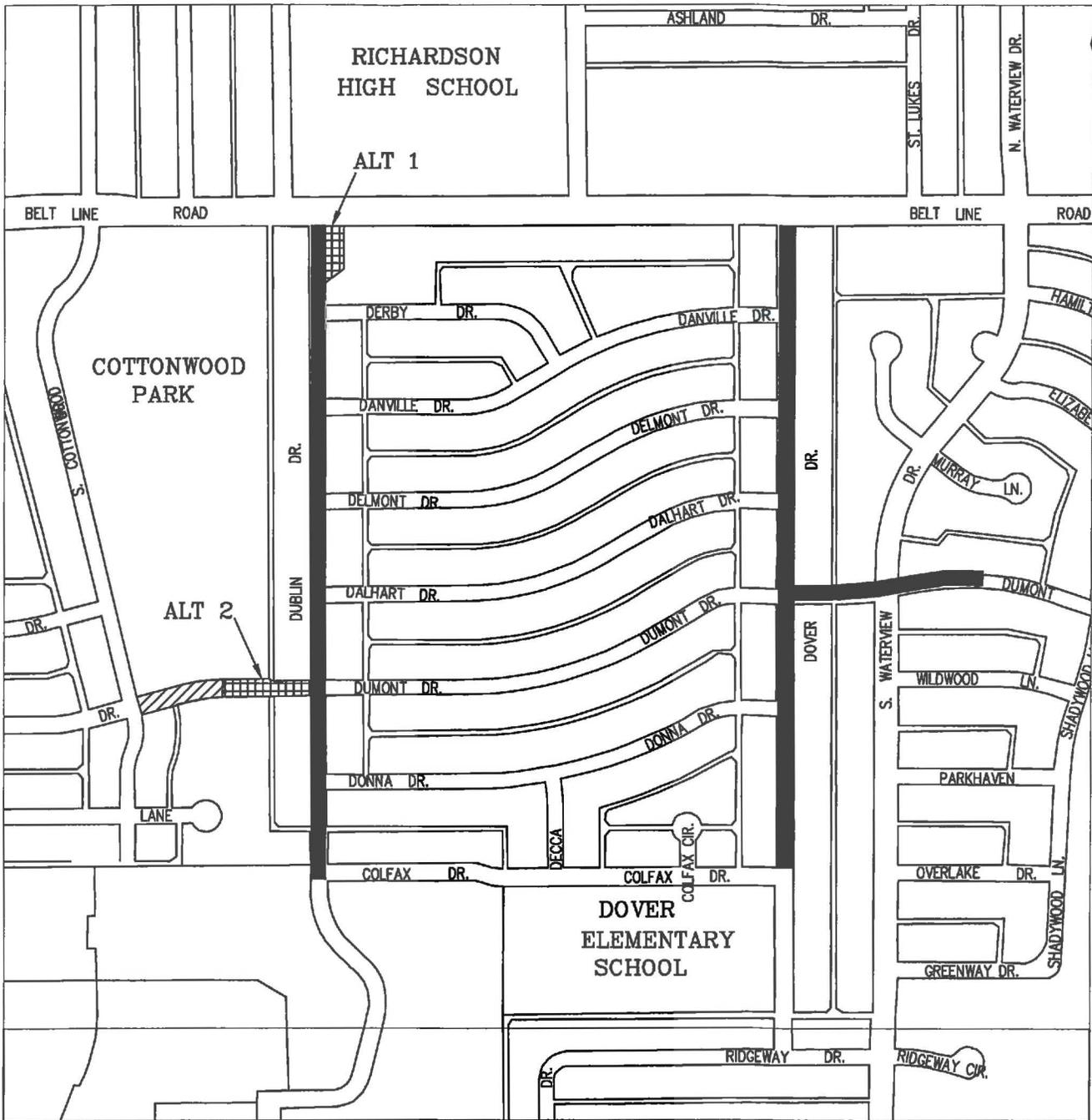
### **SCHEDULE:**

Capital Projects plans to begin construction May 2013 and be completed by May 2014.

Cc: Padma Patla, P.E., Project Engineer

Dublin Drive Dover Drive Belt Line Road to Colfax Drive  
Paving, Drianage and Utility Improvements  
Bridge Aesthetics and Culvert Improvements at Dumont Drive Over Hunt Branch  
CSP 903-13

No	Item	RKM	CAMINO	LONESTAR	QUALITY EXCAVATION	PAVECON
1	Proposal Amount	49	43.464	48.888	43.224	42.672
2	Qualifications of Contractor	13.6	13.6	6.4	6.6	0
3	Qualifications of Personnel	7	7.1	3.1	6.7	0
4	Sequence and Schedule	12.2	11.4	9.8	11.5	0
	<b>Total</b>	<b>81.8</b>	<b>75.564</b>	<b>68.188</b>	<b>68.024</b>	<b>42.672</b>
	<b>RANK</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>



-  PAVING, DRAINAGE, AND UTILITY IMPROVEMENTS
-  BRIDGE AESTHETICS AND CULVERT IMPROVEMENTS
-  ALT 1 - RIGHT TURN LANE
-  ALT 2 - ASPHALT OVERLAY

2010 BOND STREETS II  
 DUBLIN DRIVE AND DOVER DRIVE  
 BELT LINE ROAD TO COLFAX DRIVE  
 PAVING, DRAINAGE, AND UTILITY IMPROVEMENTS  
 BRIDGE AESTHETICS AND CULVERT IMPROVEMENTS @ HUNT BRANCH AND DUMONT  
 FEBRUARY 2013



CITY OF  
 RICHARDSON  
 TEXAS



# MEMO

**DATE:** April 16, 2013

**TO:** Kent Pfeil – Director of Finance

**FROM:** Pam Kirkland – Purchasing Manager *Pam*

**SUBJECT:** Change Order to increase purchase order 121535 to CORE Construction for the Lookout Fire Training and Emergency Operations Facility in the amount of \$303,048.35

**Proposed Date of Award: April 22, 2013**

I concur with the recommendation of Steve Spanos – Director of Engineering, and request permission to increase the above referenced purchase order in the amount of \$303,048.35, as outlined in Mr. Spanos attached memo.

Texas Local Government Code Chapter 252.048 allows for change orders to contracts if plans or specifications are necessary after or during the performance of the contract to decrease or increase the quantity of work to be performed or of materials, equipment or supplies to be furnished. The contract may not be increased by more than 25% of the original contract amount or decreased more than 25% without the consent of the contractor and any change order over \$50,000 must be approved by the governing body of the municipality.

This change order is within the 25% maximum change order limit but requires approval by the governing body because it is over \$50,000.

Concur:

*Kent Pfeil*  
\_\_\_\_\_  
Kent Pfeil

Approved:

\_\_\_\_\_  
Dan Johnson

## ATTACHMENTS

Xc: Dan Johnson  
David Morgan  
Cliff Miller  
Don Magner  
Shanna Sims-Bradish



# MEMO

TO: PAM KIRKLAND, PURCHASING MANAGER  
FROM: STEVE SPANOS, DIRECTOR OF ENGINEERING  
SUBJECT: Change Order #5 to Change P.O. #121535  
*Core Construction*  
**Lookout Fire Training and Emergency Operations Facility**  
DATE: APRIL 15, 2013

## ACTION REQUESTED

Process Change Order #5 to INCREASE P.O. #130796.

## ACCOUNT SUMMARY

Original Purchase Order	\$ 7,073,190.00
Change Order #1 and 2	89,921.00
Change Order #3	0.00
Change Order #4	0.00
Change Order #5	303,048.35

**Total Authorized Contract Amount \$ 7,466,159.35**

## BACKGROUND INFORMATION

City Council authorizing the City Manager to execute Change Order No. 5 to Purchase Order No. 121535 in the amount of \$303,048.35 to Core Construction for modifying the design of the Data/Radio Communication Room and Backup Dispatch to accommodate three more backup dispatch consoles, the City's radio system equipment and provide the flexibility for future emergency communication system upgrades. Substantial HVAC Mechanical and Electrical upgrades which will allow approximately 22 tons of air conditioning, a second Uninterrupted Power Supply System and various other revisions related to the installation of the proposed HVAC and Electrical improvements which are necessary to provide 100% redundancy required to protect the vital electronic equipment in the Data/Radio Communications Room, Public Safety Communications Backup Dispatch, and Emergency Operations Center. The proposed improvements will be funded by 2010 excess emergency communication system C.O.s and are not expected to delay the project.

## FUNDING INFORMATION

Funding will come from EM1201 funds 546 and 592.

cc: Steve Graves, Chief Information Officer  
Jim Lockart, P.E., Asst. Director of Engineering  
Jim Dulac, P.E., Asst. City Engineer  
Mistie Gardner, EM and Homeland Security

10625 North County Road  
 Frisco, TX 75034  
 Ph : 972-668-9340  
 Fax: (602)992-0648  
 ROC A-110343, B-01 069786, B-199920

## Proposal Request

**No. 18**

**To:** Jim Dulac  
 CITY OF RICHARDSON  
 P.O. BOX 830309  
 RICHARDSON, TX 75083  
 Ph: (972)744-4273

**Date:** 4/3/13  
**Job:** 0512003 Richardson Fire Training Facil  
**Constr. Issue:** 42

**Description:** PR #18 Backup Dispatch Room

We are pleased to offer the following lump sum pricing for the following changes:

Work performed by subcontractors:			
Description		Subcontractor	Price
PR #18 Backup Dispatch Room	Electrical	JMEG ELECTRICAL	\$115,152.00
PR #18 Backup Dispatch Room	Plumbing	Mechanical Partners	\$2,081.00
PR #18 Backup Dispatch Room	HVAC	Richardson Mechanical	\$144,440.00
PR #18 Backup Dipatch Room	Drywall/Ceilings	FMC COMMERCIAL DRYWALL	\$846.00
PR #18 Backup Dispatch Room	Raised Floor	Prestige Interiors	\$-4,392.00
PR #18 Backup Dispatch Room	Concrete (Pads)	PAVECON COMMERCIAL CONCRETE	\$1,173.00
PR #18 Backup Dispatch Room	HM Door/Frame/Hdwr	PIPER-WEATHERFORD COMPANY	\$2,129.00
<b>Subtotal:</b>			<b>\$261,429.00</b>
<b>Subtotal:</b>			<b>\$261,429.00</b>
	Overhead	\$261,429.00	5.00% \$13,071.45
	Profit	\$261,429.00	10.00% \$26,142.90
	Bond	\$261,429.00	0.92% \$2,405.00
<b>Total:</b>			<b>\$303,048.35</b>

**APPROVAL:**

By: \_\_\_\_\_  
 Matt J. Letlow

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

By: \_\_\_\_\_  
 Jim Dulac

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Cc:

Due to the nature of this change order and its impact on the current schedule, we would request that an additional 0 day(s) be added to the project's final completion date. Contractor reserves the right to request additional time and extended jobcost beyond requested amounts when actual schedule impact has been determined.



City of Richardson  
City Council Work Session  
Agenda Item Summary



Work Session Meeting Date: Monday, April 22, 2013

Agenda Item: Review and Discuss Item Listed on the City Council Meeting Agenda

Staff Resource: Dan Johnson, City Manager

Summary: The City Council will have an opportunity to preview and discuss with City Staff the agenda items that will be voted on at the City Council Meeting immediately following the Work Session.

Board/Commission Action: Various, if applicable.

Action Proposed: No action will be taken.



City of Richardson  
City Council Worksession  
Agenda Item Summary



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**Worksession Meeting Date:** Monday, April 22, 2013

**Agenda Item:** Review and Discuss 2013 Summer Camp Preview

**Staff Resource:** Spencer Doyle, Recreation Center Manager  
Daniel Allen, Recreation Coordinator

**Summary:** City staff will provide an overview of the 2013 Summer Camp Program. This presentation will highlight the award-winning summer program and set the stage for the annual “Standards of Care” ordinance required by the Texas Human Resource Code. The ordinance requires a public hearing to be conducted by the City Council and is scheduled during the regular City Council Meeting.

**Board/Commission Action:** N/A

**Action Proposed:** N/A

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City of Richardson  
City Council Worksession  
Agenda Item Summary



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**Worksession Meeting Date:** Monday, April 22, 2013

**Agenda Item:** Review and Discuss Joint Athletic Facility Feasibility Study with Spring Valley Athletic Association

**Staff Resource:** Mick Massey, Director of Parks and Recreation  
Robbie Hazelbaker, Asst. Director of Parks & Recreation  
Chris Cottone, Athletics/Aquatics Manager

**Summary:** City staff will provide an overview of a proposed joint athletic facility feasibility study at the Huffhines Recreation Center with the Spring Valley Athletic Association.

**Board/Commission Action:** N/A

**Action Proposed:** N/A

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City of Richardson  
City Council Worksession  
Agenda Item Summary



Worksession Meeting Date: Monday, April 22, 2013

Agenda Item: Review and Discuss the New Fire Training Center,  
Emergency Operations Center and Backup Emergency  
Dispatch Center

Staff Resource: Cliff Miller, Assistant City Manager  
Steve Spanos, Director of Engineering  
Jim Dulac, Assistant City Engineer

Summary: Construction started on the new Fire Training Center,  
EOC and Backup Emergency Communications Project  
last September. The project is on schedule, within  
budget and staff will provide Council a construction  
status update.

Board/Commission Action: N/A

Action Proposed: N/A.



City of Richardson  
City Council Meeting  
Agenda Item Summary



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**Meeting Date:** Monday, April 22, 2013

**Agenda Item:** Review and Discuss a request from the North Central Texas Council of Governments seeking nominations for the Executive Board.

**Staff Resource:** Dan Johnson, City Manager

**Summary:** The North Central Texas Council of Governments (NCTCOG) is seeking nominations for the Executive Board which will be elected at the annual meeting of the General Assembly on Friday, June 14, 2013. The deadline to submit nominations is May 8, 2013.

**Board/Commission Action:** NA

**Action Proposed:** Direction is sought for future resolution action.

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City of Richardson  
City Council Work Session  
Agenda Item Summary



Work Session Meeting Date: Monday, April 22, 2013

Agenda Item: Items of Community Interest

Staff Resource: Dan Johnson, City Manager

Summary: The City Council will have an opportunity to address items of community interest, including:

Expressions of thanks, congratulations, or condolence; information regarding holiday schedules; an honorary or salutary recognition of a public official, public employee, or other citizen; a reminder about an upcoming event organized or sponsored by the City of Richardson; information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the City of Richardson that was attended or is scheduled to be attended by a member of the City of Richardson or an official or employee of the City of Richardson; and announcements involving an imminent threat to the public health and safety of people in the City of Richardson that has arisen after the posting of the agenda.

Board/Commission Action: NA

Action Proposed: No action will be taken.