



November 8, 2017

City of Keller
Planning and Zoning Commission
Keller Town Hall
1100 Bear Creek Parkway
Keller, Texas

Re: Application of a Specific Use Permit (SUP) for Randolph Brooks Federal Credit Union (RBFCU) to operate a Credit Union Financial Institution in approximately 8,049 square foot bank building, located on a 1.34-acre lot on the southeast corner of Keller Parkway (FM 1709) and South Main Street (U.S. Highway 377), address of 100 Keller Parkway, being Lot 1, Block A, Hibernia-Keller Addition, and zoned OTK (Old Town Keller) as of July 7, 2015 formerly R (Retail) zoning district and OTK (Old Town Keller Overlay District prior to July 7, 2015.

Dear City of Keller

Cross Development 100 Keller Parkway LLC, Owner, as instructed by Keller Staff is presenting to the City of Keller the attached application to permit Randolph Brooks Federal Credit Union to occupy and operate a Credit Union from the existing building located at 100 Keller Parkway, Keller, Texas. Given the property's vested rights, all that is needed is a certificate of occupancy for RBFCU. No change of use or change of structure is being proposed.

The history of the development of this site is as follows:

On December 27, 2004, a site plan was approved for Hibernia National Bank to construct a bank building, and a Certificate of Occupancy was issued for Hibernia National Bank on or about November 15, 2005. Hibernia National Bank operated at this location until April of 2008. At that time the ownership of the building changed to Capital One Bank who continued to operate as a Bank until approximately June of 2016 when Capital One N.A. elected to close the operations and place the bank building site on the open market to sell. On December 5, 2016 Cross Development 100 Keller Parkway LLC purchased the bank building site from Capital One, N.A. On September 11, 2017 Cross Development 100 Keller Parkway LLC, seller, and RBFCU, buyer, entered into a purchase and sale contract for 100 Keller Parkway, Keller, Texas with RBFCU intent to become part of the Keller Community, fill the void left by the exiting of Capital One, and to provide premium financial services.



Vested rights attached to the property allowing by right the current use when the plat application for the property was filed with Keller. The approved plat, recorded as Document Number D205087843 and recorded in Cabinet A, Slide 10045, of the Plat Records of Tarrant County, designates the property as Lot 1, Block A of the Hibernia-Keller Additional. The building's vacant status does not change these vested rights which run with the property.

The site was zoned R (Retail) at the time of the original City approval in 2004. On December 4, 2008 the City adopted the Old Town Keller Overlay District which provided "Bank, saving, loan, and credit unions, including drive-thru and automatic teller" where permitted use. With the adoption of the Unified Development Code on July 7, 2015 a use as defined as "Bank, saving, loan, and credit unions, including automated teller" was changed to be permitted by SUP. Keller's zoning changes do not change this property's vested rights. There are no exterior changes proposed to the site. The property owner's proposed sale to RBFCU does not change this property's vested rights. The property owner and RBFCU respectfully request Keller issue a certificate of occupancy to RBFCU to permit their lawful use of the existing building. The property owner is submitting the enclosed SUP application as requested by City Staff, but in so doing does not waive the property's vested rights.

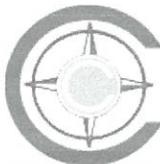
Decision criteria as defined per Article Nine of the Unified Development Code adopted July 7, 2015.

1. The use is harmonious and compatible with the surrounding existing uses or proposed uses.

This site is surrounded by retail, service, restaurant and single family uses to the north, south, east, and west. The banking use has been an established use in the past within the community. RBFCU will provide services compatible to the Merchants, Visitors, and Residents of Keller while striving to contribute to the "Home Town" harmony of Keller. Please see letters for recommendation as attached to this application.

2. The activities requested by the applicant are normally associated with the permitted uses in the base district:

Yes, through providing financial services to the Merchants, Visitors, and Residents of Keller. "Bank, saving, loan, and credit unions, including drive-thru and automatic teller" are permitted by Specific Use Permit in the OTK base zoning. Since the first deposit into a Credit Union of 10 cents on April 6, 1909 Credit Unions have been providing support to the members of the community through financial services. RBFCU is eager to provide the support, become a good member in the community, and to add value to the City of Keller.



3. The proposed use is appropriate in the immediate area

Upon the closing of Capital One in 2016 the OTK became void of any financial services. At this location RBFCU will provide depository, loans, and other financial support within walking distance in OTK to existing businesses and help in the growth of Old Town Keller by providing a new destination for services previously void within the OTK.

4. Any negative impact on the surrounding area has been mitigated; and

There are no negative impacts from continuing to operate the building for its intended purpose as a financial institution, so no mitigation is required.

5. That any additional conditions specified ensure that they intent of the district purposes are being upheld.

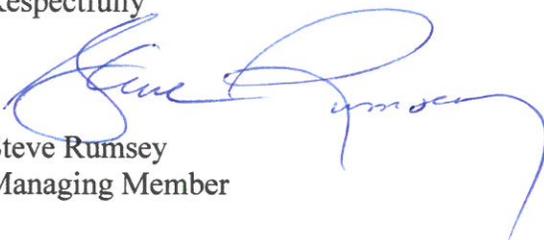
Since the site has been operated for the proposed use for over for 11 years consistent with the property's vested rights, Applicant does not anticipate any additional conditions being imposed as part of the SUP. Continuing the use as a financial institution is the highest and best use for the site.

We would like to present additional information being included with this application

- Application fee in the amount of \$313.40
- Specific Use Permit Application
- Letters of reference
- Trip Generation Data Form and Trip General report prepared by Lee Engineering
- Aerial View
- Copy of Survey

You time and consideration are greatly appreciated.

Respectfully



Steve Rumsey
Managing Member

**CC: Misty Ventura
Casey Shires
Erika Bruce
Sue Shelton
Robert Zearfoss**



CROSS DEVELOPMENT 100 KELLER PARKWAY LLC

Aerial Location of site

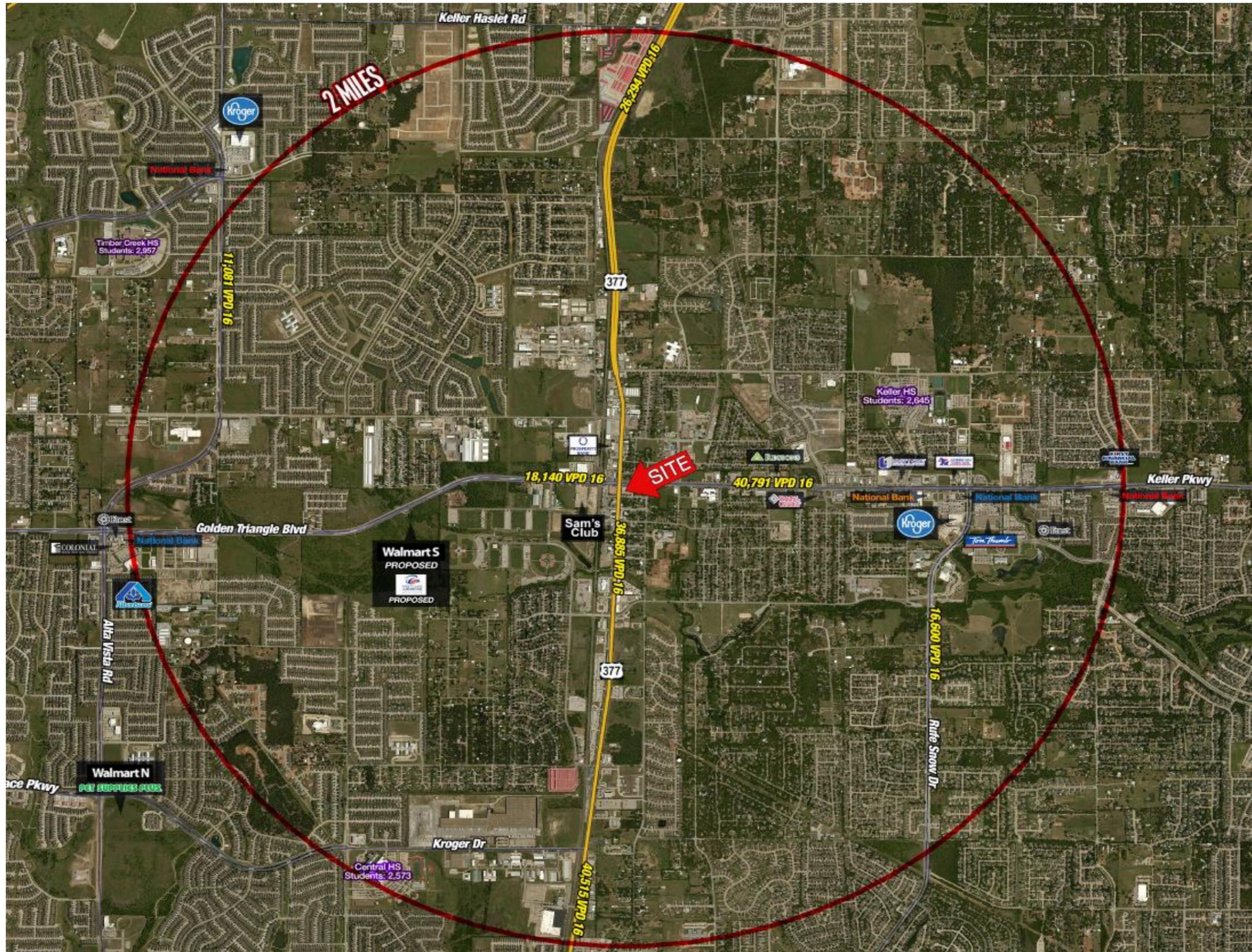
Aerial Location of surrounding financial Services

Survey

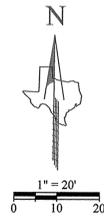
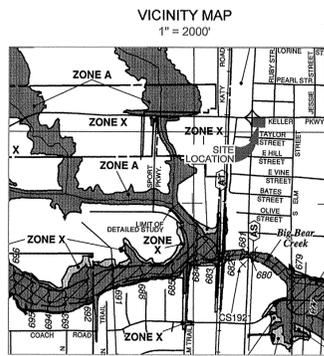
Pictures of building

Aerial – 100 Keller Parkway





Financial Services within a 2-mile Radius of the 100 Keller Parkway bank location



PARKING
 REGULAR SPACES 33
 ADA SPACES 3
 TOTAL PARKING 36 SPACES

LEGAL DESCRIPTION

Being a tract of land in the Samuel Needham Survey, Abstract Number 1171 in the City of Keller, Tarrant County, Texas and being all of Lot 1, Block A of Hibernia-Keller Addition as shown by the plat thereof referenced as Document Number D205087843 and recorded in Cabinet A, Slide 10045 of the Plat Records of Tarrant County, Texas.

FLOOD NOTE

This property is located in "Non-shaded Zone X" as scaled from the F.E.M.A. Flood Insurance Rate Map dated September 25, 2009 and is located in Community Number 480602 as shown on Map Number 48439C007K. The location of the Flood Zone is approximate, no vertical datum was collected at the time of the survey. For the exact Flood Zone designation, please contact 1-(877) FEMA MAP.

ZONING

Old Town Keller Zoning District (OTK)
 Minimum Lot Area - 5000 SF
 Minimum Lot Width - 50'
 Minimum Lot Depth - 100'
 Minimum Front Yard - 15'
 Minimum Side Yard - 5'
 Minimum Side Rear - 5'
 Maximum Height - 2 Story 35'
 Up to 4 Stories with council approval
 Minimum Height 20'

Retail (R)
 Minimum Lot Area - 33,000
 Minimum Lot Width - 150'
 Minimum Front Yard - 30'
 Minimum Side Yard - 15'
 Minimum Side Rear - 5'
 Maximum Height - 1 Story 25', 2 Story 35'

SCHEDULE B EXCEPTIONS OF COVERAGE

Subject to the easements as shown on Schedule "B" of the title commitment provided by Republic Title with GF# 1002-192860B as listed below:

10 e. The easements and/or building lines, as shown on the plat recorded in Cabinet A, Slide 10045, Plat Records, Tarrant County, Texas affects this property as shown hereon.

GENERAL NOTES

- Eagle Surveying, LLC did not abstract the subject property. This survey is only valid for GF# 1002-192860B. Eagle Surveying, LLC does not intend to express an opinion regarding ownership or title of the subject property.
- This survey is being provided by Eagle Surveying, LLC solely for the use of the parties to whom the survey is certified and no license has been created, express or implied to copy the survey except as necessary in conjunction with this transaction.
- The underground utility locations shown hereon are approximate and are based on above-ground evidence and utility markings. The surveyor makes no representation that the underground utility locations are in the exact location indicated, but does certify that they are located as accurately as is reasonably practicable from the information provided.
- There was no visible evidence of recent earth moving work, building construction, or building additions observed in the process of conducting the fieldwork.
- There was no visible evidence the site has been used as a cemetery in the process of conducting the fieldwork.
- Eagle Surveying, LLC has not been provided any documentation regarding proposed changes in street right of way lines, furthermore there was no visible evidence of recent street or sidewalk construction or repairs observed in the process of conducting the fieldwork.
- There are no visible encroachments or overlapping of improvements except as shown on this survey.
- No substantial features were observed in the process of conducting the fieldwork except as shown hereon.
- No field delineation of wetlands was conducted at the time the survey was performed.
- Eagle Surveying, LLC has been provided a zoning report dated September 1, 2016 provided by the Cross Development, LLC.
- The bearings shown on this survey were derived from Western Data Systems RTK Network and are referenced to the Texas Coordinate System of 1983, North Central Zone (4202) and are based on the American Datum of 1983, 2011 Adjustment.
- This property has access to Keller Parkway and Taylor Street via the existing concrete driveway shown hereon.

SURVEYORS CERTIFICATION

This survey is certified to Cross Development LLC, Capital One, N.A., Landmark Bank, N.A., a national association, and its successors and/or assigns, Cross Development 100 Keller Parkway LLC, N.A., First American Title Insurance Company, and Republic Title of Texas, Inc. with GF# 1002-192860B with an effective date of July 4, 2016 and issued on September 1, 2016 at 8:00 a.m.

This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2016 Minimum Standard Detail Requirements for ALTA/NSPS Land Title Surveys, jointly established and adopted by ALTA and NSPS, and includes Items 1, 2, 3, 4, 6 (a), 7(a), 7(b), & 7 (c), 8, 9, 10, 11 (as observed evidence only) 13, 14, 16, 17, 18 & 20 of Table A thereof. The fieldwork was completed on August 17th, 2016.

This map or plat was prepared on 30 Nov 2016.

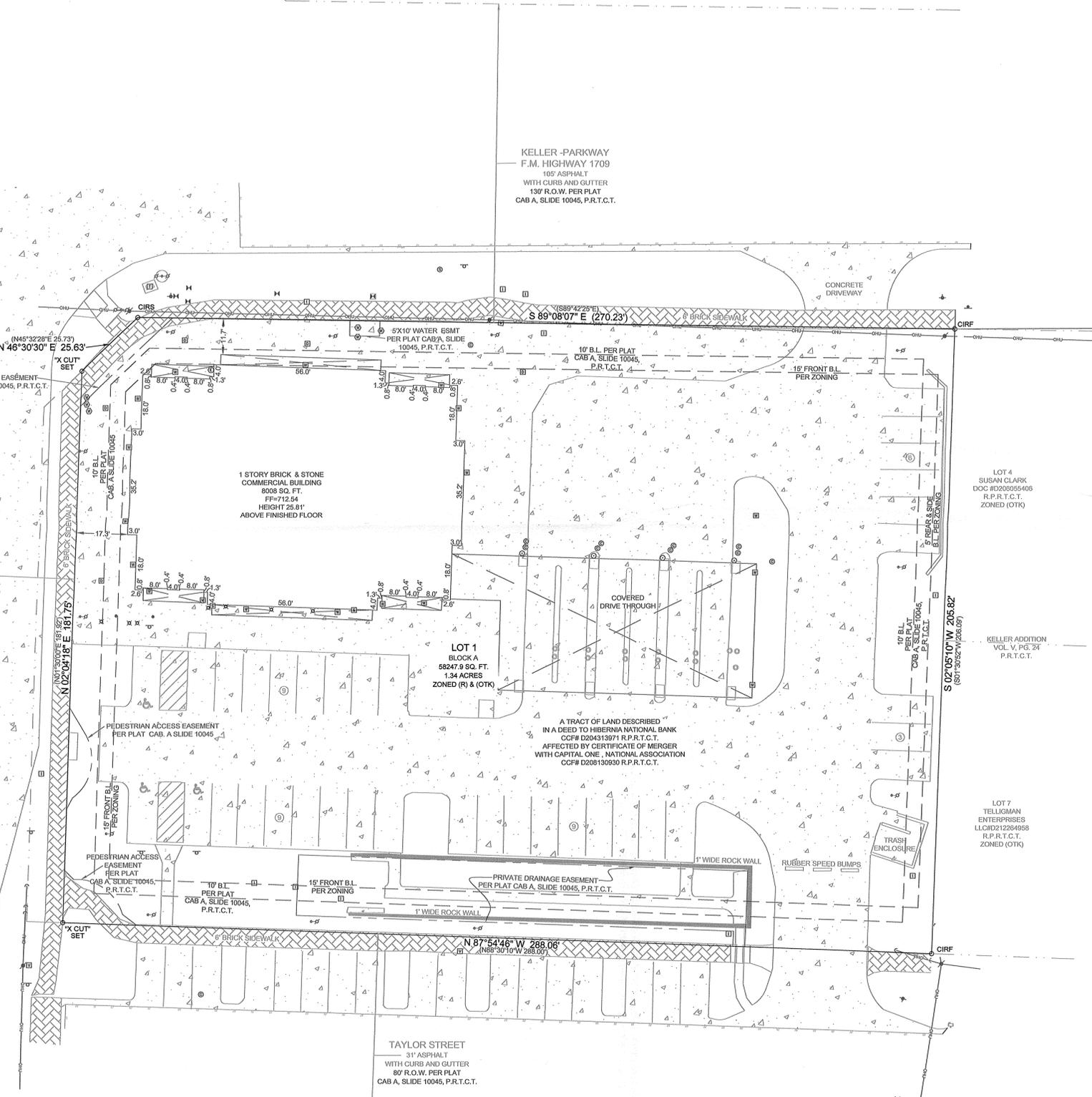
Ernest Woodrister
 Ernest Woodrister
 R.P.L.S. # 6509



**ALTA / NSPS
 LAND TITLE SURVEY**

1.34 Acres being Lot 1, Block A of Hibernia-Keller Addition as shown by the plat thereof referenced as Document Number D205087843 and recorded in Cabinet A, Slide 10045 of the Plat Records of Tarrant County, Texas.

LEGEND	
□	DRAINAGE INLET
○	WATER SPIGOT
□	WATER BOX
□	VERIZON BOX
C	GUY WIRE
⊕	POWER POLE
○	BOLLARD
○	CLEAN OUT
+	LIGHT POLE
X	LIGHT
△	GAS PIPELINE MARKER
▽	SIGN
□	MAILBOX
⊕	FIRE HYDRANT
○	SANITARY SEWER MAN HOLE
□	TRAFFIC CONTROL BOX
⊕	TRAFFIC LIGHT
+	FLAG POLE
⊕	ROOF DRAIN
○	B.L. = BUILDING LINE
○	CIRF = CAPPED IRON ROD FOUND
○	CIRS = CAPPED IRON ROD SET
()	= RECORDED DEED OR PLAT CALL
---	EASEMENT LINES
---	BUILDING LINES
---	OVERHEAD UTILITIES



JOB #: 16-07-30 ALTA
 DATE: 8-19-16
 REV: 11-30-16
 DRAFTER: CF



EAGLE SURVEYING, LLC
 210 SOUTH ELM STREET
 SUITE: 104
 DENTON, TX 76201
 940.222.3009
 www.eaglesurveying.com

PROPERTY ADDRESS
 100 KELLER PARKWAY
 KELLER, TX
 76248

100 Keller Parkway



View looking South toward
Taylor Street

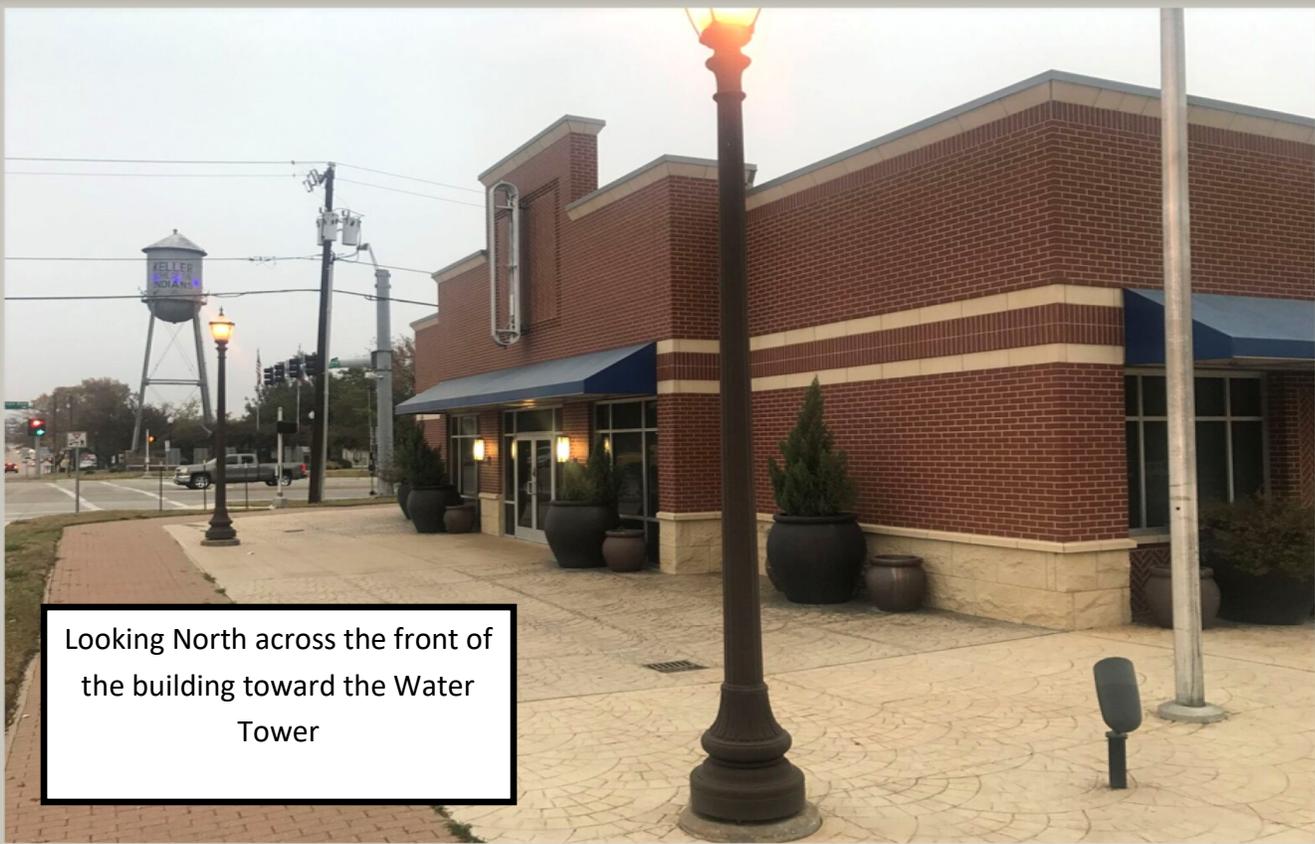


Looking North toward
Keller Parkway

100 Keller Parkway



Looking Northwest toward the intersection of Keller Parkway and Main Street



Looking North across the front of the building toward the Water Tower

100 Keller Parkway



Building entrance on West side of building



100 Keller Parkway



Building entrance from the south side of building



Drive Thru

100 Keller Parkway

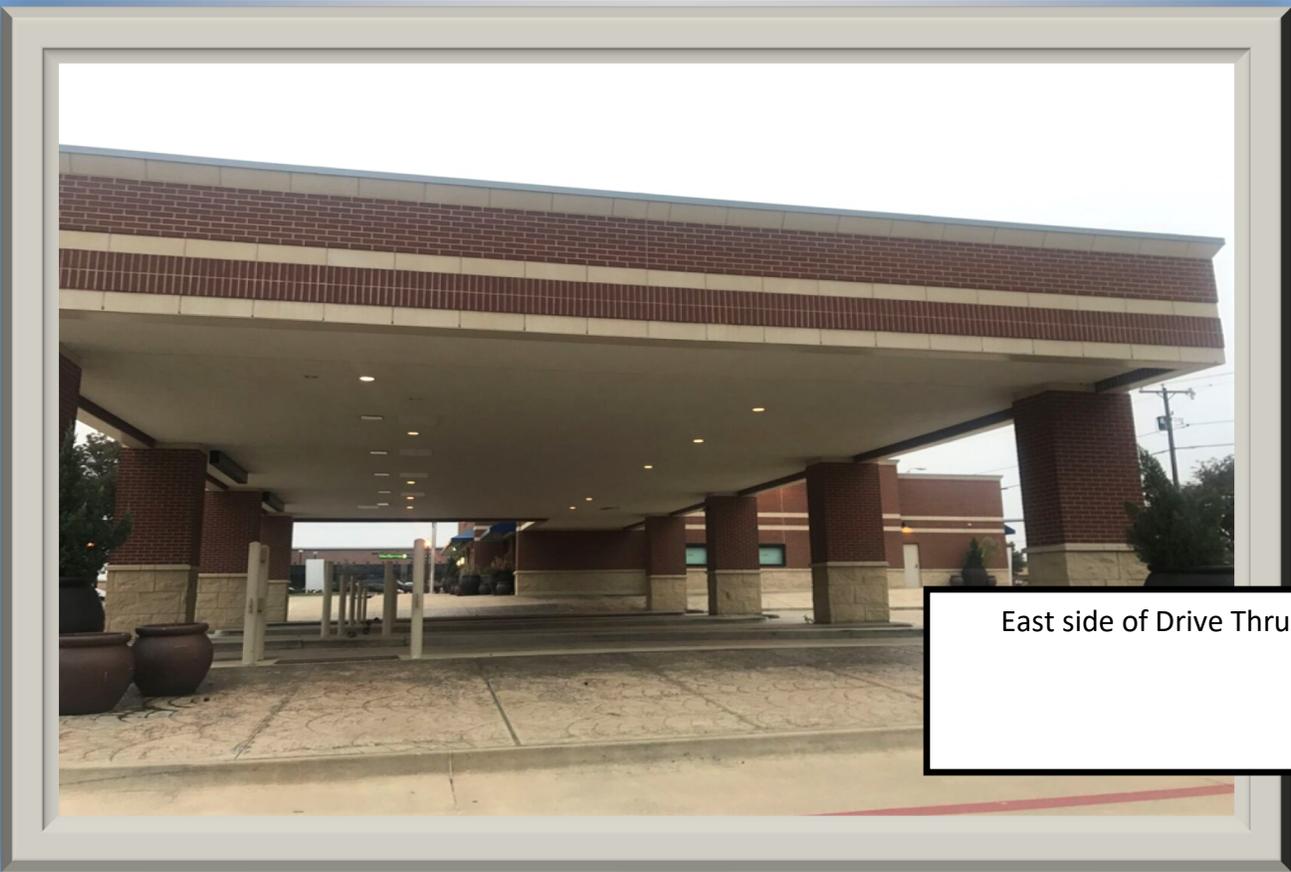


East side of Building



South side of Drive Thru

100 Keller Parkway



East side of Drive Thru



Drive Thru from West to East

CROSS DEVELOPMENT 100 KELLER PARKWAY LLC

Letters of Recommendations



October 24, 2017

Mark Hafner, City Manager
1100 Bear Creek Pkwy
PO Box 770
Keller, TX 76248

Dear Mr. Hafner,

I am pleased to write this letter of recommendation for Randolph Brooks Federal Credit Union (RBFCU).

In 2017, RBFCU took home second place overall in the large company category, making the list for the sixth consecutive year. This is the credit union's highest finish in the Top Workplaces survey, surpassing its 2012 third place finish. In addition, RBFCU was voted #1 in customer service for financial institutions in Consumer Reports Magazine last year.

RBFCU is the 2nd largest credit union in the State of Texas, but maintains a heartfelt mission to improve their member's economic well-being and quality of life every single day.

In the past three years in Allen, they have been an active supporter of our community through participation in the Allen Fairview Chamber of Commerce, the Allen ISD and the Foundation for Allen Schools. They have volunteered at community events such as the annual Keep Allen Beautiful city-wide cleanup day (Earth Day) and regularly participate at Allen Community Outreach, a non-profit that aids needy families and children within our community and school district.

RBFCU you would be a stellar business to add to your community. They live their motto of helping people.

We are proud to call them a supporting member of our Chamber and of our City.

Best Regards,

Sharon Mayer, CEO



October 31, 2017

Mr. Mark Hafner
City Manager
City of Keller
P.O. Box 770
Keller, Texas 76244-0770

Dear Mr. Hafner:

This letter is to serve as an introduction for Randolph Brooks Federal Credit Union (RBFCU). RBFCU has been a valued member of the Frisco business community for the past 3 years. RBFCU has not only offered great banking services to its members, it also has become a part of the social structure of Frisco by its commitment to Frisco by way of participating in, and supporting many community organizations.

I highly recommend RBFCU to you and know that you will appreciate their commitment to be a true partner in the betterment of Keller and its citizens.

Sincerely,

A handwritten signature in blue ink that reads "George Purefoy".

George Purefoy
City Manager

Sue Shelton

From: West, Ty <Ty.West@am.jll.com>
Sent: Tuesday, October 31, 2017 10:03 AM
To: Sue Shelton
Cc: Steve Rumsey
Subject: FW: [EXTERNAL] Randolph-Brooks Federal Credit Union at a Glance
Attachments: Randolph-Brooks Federal Credit Union at a Glance.docx; RBFCU_0001.pdf

See attached and below emailed testimonials:

Randolph Brooks Federal credit union has been a champion of the Wylie ISD and the children we serve.

I am proud to consider them our partner in helping our students learn and succeed in school and life!

They truly are part of our community!

**David Vinson, Ph.D.
Superintendent
Wylie ISD**

“RBFCU has been an exemplary partner with our school district from the day they came to Frisco.

The support they have provided to our education foundation and to the district is extraordinary.

The team at RBFCU has gone out of their way to build positive relationships with our staff and community.

They are present at just about every community and school district event-always pitching in and always with smiles and friendliness.

I can't say enough positive things about the commitment RBFCU has made to our school district and community. FISD is proud to have such a partner who takes such good care of our staff.”



Jeremy Lyon, Ph.D.
Superintendent of Schools
469.633.6012

Since they arrived in Allen, Texas, RBFCU has proven themselves to be an outstanding corporate citizen in our community. The Foundation For Allen Schools is very fortunate to work with RBFCU and very grateful for the relationship we have with them; they volunteer in our schools, they provide resources for our teachers and staff, they are a very active and meaningful supporter of our education foundation. We know that RBFCU has a great deal to offer our students in the future – including a better understanding of finance, banking and careers in this industry. We look forward to making that a part of our relationship in the coming year.

Regina Taylor
Director & Grant Coordinator
972-727-0362



For information on the **Foundation For Allen Schools**, please visit www.AISDfoundation.org and www.facebook.com/AISDfoundation

October 24, 2017

Randolph Brooks Federal Credit Union has been a great partner with McKinney ISD since March 3, 2015.

They have partnered with McKinney ISD in many different capacities.

- Provided food for professional development
- Stocked a food pantry at one of our high schools for families living in hotels
- Sponsored several leadership meetings
- Provided volunteers for various MISD events
- Sponsored Love and Logic classes for parents
- Supported the MISD Adult Community Senior Tour
- AND much more

The team at RBFCU has been one of McKinney ISD's Top10 Business Partners since 2015. We love working with them and look forward to partnering with them now and in the future.



Nancy Cowlshaw
ncowlshaw@mckinneyisd.net



@mckinneypartner

#1 Duvall Street
McKinney, Texas 75069
McKinney ISD Partners In Education Coordinator
469-302-4108

Please update your records with our address

Ty West, CCIM
VP, Retail Brokerage
tel + 1 210 839-2015
cell +1 210 260-8412
ty.west@am.jll.com
www.jllretail.com



9601 McAllister Freeway, Suite 100
San Antonio, TX 78216



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CROSS DEVELOPMENT 100 KELLER PARKWAY LLC

Trip Generation Data
As prepared by Lee Engineering


Institute of Transportation Engineers
Trip Generation Data Form (Part 1)

Land Use/Building Type: ¹ Drive-In Bank		ITE Land Use Code: 912	
Source: Trip Generation Manual, 10th Edition		Source No. (ITE use only):	
Name of Development: Former Capital One Bank			
City: Keller	State/Province: TX	Zip/Postal Code: 76248	Day of the Week:
Country:			Day: Month: Year:
		Metropolitan Area:	

1. For fast-food land use, please specify if hamburger- or nonhamburger-based.

Location Within Area: <input type="checkbox"/> (1) CBD <input checked="" type="checkbox"/> (3) Suburban (Non-CBD) <input type="checkbox"/> (5) Rural <input type="checkbox"/> (2) Urban (Non-CBD) <input type="checkbox"/> (4) Suburban CBD <input type="checkbox"/> (6) Freeway Interchange Area (Rural) <input type="checkbox"/> (7) Not Given				Detailed Description of Development:³ An existing 8,008 sq ft closed Capital One Bank building with 6 drive-in lanes. New bank to occupy same building with same building footprint and same number of drive-in lanes. Located on the SE corner of Keller Parkway (FM 1709) and US 377.			
Independent Variable: (include data for as many as possible)²							
	Actual	Estimated		Actual	Estimated		
_____ (1) Employees (#)	<input type="checkbox"/>	<input type="checkbox"/>	_____ (10) Parking Spaces (#)	<input type="checkbox"/>	<input type="checkbox"/>		
_____ (2) Persons (#)	<input type="checkbox"/>	<input type="checkbox"/>	_____ (11) Occupied Beds (#)	<input type="checkbox"/>	<input type="checkbox"/>		
_____ (3) Units (#)	<input type="checkbox"/>	<input type="checkbox"/>	_____ (12) Seats (#)	<input type="checkbox"/>	<input type="checkbox"/>		
_____ (4) Occupied Units (#)	<input type="checkbox"/>	<input type="checkbox"/>	_____ (13) Servicing Positions/Vehicle Fueling Positions _____	<input type="checkbox"/>	<input type="checkbox"/>		
_____ (5) Gross Food Area (gross sq. ft.)	<input type="checkbox"/>	<input type="checkbox"/>	_____ (14) Shopping Center % Out-parcels/pads	<input type="checkbox"/>	<input type="checkbox"/>		
_____ (% of development occupied _____)			_____ (15) A.M. Peak Hour Volume of Adjacent Street Traffic	<input type="checkbox"/>	<input type="checkbox"/>		
_____ (6) Net Rentable Area (sq. ft.)	<input type="checkbox"/>	<input type="checkbox"/>	_____ (16) P.M. Peak Hour Volume of Adjacent Street Traffic	<input type="checkbox"/>	<input type="checkbox"/>		
8,008 (7) Gross Leasable Area (sq. ft.)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____ (17) Other Drive-in Lanes	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
_____ (8) Occupied Gross Leasable Area (sq. ft.)	<input type="checkbox"/>	<input type="checkbox"/>	_____ (18) Other _____	<input type="checkbox"/>	<input type="checkbox"/>		
_____ (9) Acres	<input type="checkbox"/>	<input type="checkbox"/>					

2. Definitions for several independent variables can be found in the Trip Generation Handbook Glossary.

3. Please provide all pertinent information that helps to describe the subject project. If necessary, attach a detailed report.

Other Data: Vehicle Occupancy (#) _____ A.M. _____ P.M. _____ 24-hour % Percent by Transit: _____ A.M. % _____ P.M. % _____ 24-hour % Percent by Carpool/Vanpool: _____ A.M. % _____ P.M. % _____ 24-hour % Employees by Shift: First Shift: Start Time _____ End Time _____ Employees (#) _____ Second Shift: Start Time _____ End Time _____ Employees (#) _____ Third Shift: Start Time _____ End Time _____ Employees (#) _____ Parking Cost on Site: Hourly _____ Daily _____		Transportation Demand Management (TDM) Information: At the time of this study, was there a TDM program (that may have impacted the trip generation characteristics of this site) underway? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (If yes, please check appropriate box/boxes, describe the nature of the TDM program(s) and provide a source for any studies that may help quantify this impact. Attach additional sheets if necessary) <input type="checkbox"/> (1) Transit Service <input type="checkbox"/> (5) Employer Support Measures <input type="checkbox"/> (9) Tolls and Congestion Pricing <input type="checkbox"/> (2) Carpool Programs <input type="checkbox"/> (6) Preferential HOV Treatments <input type="checkbox"/> (10) Variable Work Hours/Compressed Work Weeks <input type="checkbox"/> (3) Vanpool Programs <input type="checkbox"/> (7) Transit and Ridesharing Incentives <input type="checkbox"/> (11) Telecommuting <input type="checkbox"/> (4) Bicycle/Pedestrian Facilities and Site Improvements <input type="checkbox"/> (8) Parking Supply and Pricing Management <input type="checkbox"/> (12) Other _____	
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Please Complete Form on Other Side

ite Institute of Transportation Engineers
Trip Generation Data Form (Part 2)

Summary of Driveway Volumes

(All = All Vehicles Counted, Except Trucks; Trucks = Heavy Duty Trucks and Buses)

	Average Weekday (M-F)						Saturday						Sunday					
	Enter		Exit		Total		Enter		Exit		Total		Enter		Exit		Total	
	All	Trucks	All	Trucks	All	Trucks	All	Trucks	All	Trucks	All	Trucks	All	Trucks	All	Trucks	All	Trucks
24-Hour Volume	782		391		391		694		347		347		256		128		128	
A.M. Peak Hour of Adjacent ¹ Street Traffic (7 – 9) Time (ex.: 7:15 - 8:15):	76		44		32													
P.M. Peak Hour of Adjacent ¹ Street Traffic (4 – 6) Time:	164		82		82													
A.M. Peak Hour Generator ² Time:	118		63		55													
P.M. Peak Hour Generator ² Time:	162		81		81													
Peak Hour Generator ³ Time (Weekend):							211		108		103		38		19		19	

1. Highest hourly volume between 7 AM and 9 AM (4 PM and 6 PM).

2. Highest hourly volume during the AM or PM period.

3. Highest hourly volume during the entire day.

Please refer to the *Trip Generation User's Guide* for full definition of the terms.

Hourly Driveway Volumes

A.M. Period	Enter		Exit		Total		Mid-Day Period	Enter		Exit		Total		P.M. Period	Enter		Exit		Total	
	All	Trucks	All	Trucks	All	Trucks		All	Trucks	All	Trucks	All	Trucks		All	Trucks	All	Trucks		
6:00-7:00							11:00-12:00							3:00-4:00						
6:15-7:15							11:15-12:15							3:15-4:15						
6:30-7:30							11:30-12:30							3:30-4:30						
6:45-7:45							11:45-12:45							3:45-4:45						
7:00-8:00							12:00-1:00							4:00-5:00						
7:15-8:15							12:15-1:15							4:15-5:15						
7:30-8:30							12:30-1:30							4:30-5:30						
7:45-8:45							12:45-1:45							4:45-5:45						
8:00-9:00							1:00-2:00							5:00-6:00						

Check if Part 3 and/or additional information is attached.

Survey conducted by: Name: Kelly D. Parma, P.E., PTOE
 Organization: Lee Engineering, LLC
 Address: 3030 LBJ Freeway, Suite 1660
 City/State/Zip: Dallas, TX 75234
 Telephone #: (972) 248-3006 Fax #: (972) 248-3855 E-mail: kparma@lee-eng.com



Kelly D. P.
 11/3/17
 Lee Engineering, LLC
 TBPE F-450

