



CITY OF TEXARKANA

CITY COUNCIL

AGENDA • MARCH 23, 2015

Council Chambers

Regular Meeting

6:00 PM

**220 TEXAS BLVD.
TEXARKANA, TX 75501**

Mayor

Bob Bruggeman

Ward 1

Brad Casteel

Ward 3

Tina Veal-Gooch

Ward 5

Christy P. Paddock

Ward 2

Willie Ray

Ward 4

Brian Matthews

Ward 6

Josh Davis



For any agenda item, the City Council reserves the right to advance the "Council Vote" date to a hearing or briefing date.

The City Council reserves the right to convene into closed session on any agenda item or issue should the need arise and if applicable pursuant to authorization by the Texas Open Meetings Act (Title 5, Chapter 551 of the Texas Government Code).

If the City Council convenes into closed session, they will reconvene in one hour or less to take any final action, decision, or vote on a matter deliberated in closed session.

I. CALL TO ORDER, ROLL CALL, ESTABLISHMENT OF QUORUM

II. INVOCATION AND PLEDGE BY MAYOR BOB BRUGGEMAN

III. MAYOR'S OPENING REMARKS

Upcoming City Council Meetings:

Monday, April 13, 2015 at 6:00 p.m.

Monday, April 27, 2015 at 6:00 p.m.

Monday, May 11, 2015 at 6:00 p.m.

Tuesday, May 26, 2015 at 6:00 p.m.

Parks & Recreation Events:

March/April Listings:

Saturday, March 28th - Spring Soccer League Begins at Wallace Park

Saturday, March 28th - Softball Tournament at Karrh Park

Monday, March 30th - Spring Baseball League Begins at Spring Lake Park

Monday, April 6th - Spring Softball League Begins at Karrh Park

Tuesday, April 7th - Spring Church League Begins at Wallace Park

Friday to Sunday, April 10th-12th - Scout-O-Rama at Spring Lake Park

Diabetes Self-Management & Education Series, every Tuesday in March (5 weeks) from 10:30 a.m. - 12:00 p.m. at Southwest Center

Note: Toddler Gym, Ages 1-5 years, every Tuesday & Thursday from 10:30 a.m. to 12:30 p.m. at Southwest Center

For a complete list of Parks & Recreation activities and information call 903-798-3978 or visit the city website: <http://tx-texarkana.civicplus.com>

Other City Events:

Neighborhood Meeting Schedules are as follows: (Food will be provided at each meeting)

- Highland Park - Tuesday, March 24th - 6:00 p.m. - 8:00 p.m. at the Collins Senior Center, 3000 Texas Boulevard
- Rose Hill - Wednesday, March 25th - 6:00 p.m. - 8:00 p.m. at Pecan Ridge, 2210 West 15th Street
- Beverly - Thursday, March 26th - 6:00 p.m. - 8:00 p.m. at Texarkana College, 2500 N. Robison Road in Truman Arnold Center Great Room

Saturday, April 18th - The City is sponsoring a community wide neighborhood clean-up day with a focus on the Beverly, Highland Park and Rose Hill areas. For more information, call the Planning and Community Development Office at (903) 798-3904.

Appointments to Boards & Commissions

Presentations

Comprehensive Annual Financial Report for the Fiscal Year Ended - September 30, 2014, to be presented by Faith Phillips of Holliday, Lemons, & Cox, P.C. The report can be viewed at: <http://www.ci.texarkana.tx.us/350/Financial-Reports>

IV. OPEN FORUM: COMMENTS FROM THE PUBLIC (LIMIT 5 MINUTES EACH)

Items scheduled for "Public Hearing" or have been heard at a previous "Public Hearing" are not to be addressed at the "Open Forum".

V. ITEMS FOR CONSIDERATION

Consent Items

1. Consider approval of the minutes of the Regular Meeting of the City Council held on March 9, 2015 at 6:00 PM.
2. Resolution No. 2015-034 establishing a records management program and appointing a records management officer.

Public Hearing:

Second Briefing:

Council Vote: March 23, 2015

*Action Items***VI. FIRST BRIEFINGS**

1. Ordinance No. 2015-030 amending PD-15-1(O) for site plan approval on a 3.75 acre tract of land (Tract 51) in the J.A. Talbot HRS, A-564, located at 5808 Richmond Road. Randy Johns, applicant. David Williams, MTG Engineering, agent.

Public Hearing: April 13, 2015
Second Briefing: April 27, 2015
Council Vote: May 11, 2015

2. Ordinance No. 2015-031 rezoning a 2.98 acre tract of land in the J.W. Lane HRS, A-345, (known as Tract 24), located at 6600 Summerhill Road. Multiple Family-2 to Single Family-1. Robert White, applicant. Doel Harvin, agent.

Public Hearing: April 13, 2015
Second Briefing: April 27, 2015
Council Vote: May 11, 2015

3. Ordinance No. 2015-032 amending PD-00-6(GR) for revised site plan approval to allow modification of existing signage on Lot 2, No. 1 ED (Minor Plat), located at 3502 and 3504 Richmond Road. Greg Bennett, applicant. Eddy Hackleman, agent. (Due to Planning and Zoning Commission denial, a 3/4 vote is required by the City Council to approve this request).

Public Hearing: April 13, 2015
Second Briefing: April 27, 2015
Council Vote: May 11, 2015

4. Ordinance No. 2015-033 amending PD-94-3(MF-1) for site plan approval to allow the location of a maintenance building on Lot 1, Amended Cornerstone Addition, located at 4100 Moores Lane. Todd K. Partin, Executive Director of Cornerstone Retirement Community, applicant. Mike Hickman, TMG General Construction, agent.

Public Hearing: April 13, 2015
Second Briefing: April 27, 2015
Council Vote: May 11, 2015

5. Ordinance No. 2015-035 adopting and enacting a revised Code of Ordinances for the City of Texarkana, Texas.

Public Hearing: April 13, 2015
Second Briefing: April 27, 2015
Council Vote: May 11, 2015

6. Ordinance No. 2015-036 adopting and enacting a Land Development Code for the City of Texarkana, Texas.

Public Hearing: April 13, 2015
Second Briefing: April 27, 2015
Council Vote: May 11, 2015

VII. PUBLIC HEARINGS

1. Resolution No. 2015-024 accepting a bid and authorizing the City Manager to enter into a contract for the asbestos abatement for ten (10) structures on the City Council's Top Forty (40) Demolition List.

Public Hearing: March 23, 2015
Second Briefing: April 13, 2015
Council Vote: April 27, 2015

VIII. SECOND BRIEFING WITH UPDATES

IX. SECOND BRIEFING WITHOUT UPDATES

1. Ordinance No. 2015-021 amending the FY15 Budget for personnel adjustments, establishing the city's minimum salary level and adding a Health Inspector position.

Public Hearing: March 9, 2015
Second Briefing: March 23, 2015
Council Vote: April 13, 2015

X. ITEMS FOR DISCUSSION

Staff Updates

XI. ADMINISTRATIVE COMMENTS

1. Council
2. Staff

XII. ADJOURNMENT

Jennifer Evans, City Secretary

This meeting is being conducted in accordance with the Texas Open Meetings Law (V.T.C.A. Government Code 551).

This meeting is being conducted in accordance with the Americans with Disabilities Act [42 USC 12101 (1991)]. The facility is wheelchair accessible and handicap parking is available. Requests for sign interpretive services are available upon requests received at least 48 hours prior to the meeting. To make arrangements for these services, please call 903.798.3917, Personnel or (TDD) 1.800.RELAY.TX (1.800.735.2989).



CITY OF TEXARKANA

CITY COUNCIL

MINUTES • MARCH 9, 2015

Council Chambers

Regular Meeting

6:00 PM

220 TEXAS BLVD.
TEXARKANA, TX 75501

I. CALL TO ORDER, ROLL CALL, ESTABLISHMENT OF QUORUM

Member Name	Title	Status	Arrived
Huggeman	Mayor	Present	
Steel	Ward 1	Present	
May	Ward 2	Late	6:19 PM
Al-Gooch	Ward 3	Present	
Matthews	Ward 4	Present	
P. Paddock	Ward 5	Present	
Wis	Ward 6	Present	

Staff Present: City Manager John Whitson, Jennifer Evans, Shirley Jaster, Charlie Bassett, Kyle Dooley, Dustin Henslee, David Orr, Lisa Thompson, Charles Kreidler, Eric Schlotter, Jeff Estes, and Jerry Sparks.

Legal Counsel: None.

II. INVOCATION AND PLEDGE BY COUNCILMEMBER CHRISTY P. PADDOCK

III. MAYOR'S OPENING REMARKS

Upcoming City Council Meetings:

Monday, March 23, 2015 at 6:00 p.m.

Monday, April 13, 2015 at 6:00 p.m.

Monday, April 27, 2015 at 6:00 p.m.

Parks & Recreation Events:

Thursday - Sunday, March 19th-22nd - Huggins Baseball Tournament at Spring Lake Park

Saturday, March 28th - Spring Soccer League Begins at Wallace Park

Diabetes Self-Management & Education Series, every Tuesday in March (5 weeks) from 10:30 a.m. - 12:00 p.m. at the Southwest Center

Note: Toddler Gym, Ages 1-5 years, every Tuesday & Thursday from 10:30 a.m. to 12:30 p.m. at the Southwest Center

Minutes Acceptance: Minutes of Mar 9, 2015 6:00 PM (Consent Items)

For a complete list of Parks & Recreation activities and information call 903-798-3978 or visit the city's website: <http://tx-texarkana.civicplus.com>

Other City Events:

Thursday, March 12th - Vendor Meeting & Seed Swap - for the Texarkana, Texas Farmers Market. The meeting will be held at City Hall, 220 Texas Blvd. From 4:00 p.m. - 6:00 p.m.

Volunteers needed to partner with American Red Cross and Texarkana, Texas Fire Department for Fire Prevention Canvassing on Saturday, March 21st - Contact Amanda Bowers, 903-793-5602 or sign-up at <http://www.redcross.org/news/event/tx/paris-texarkana/Home-Fire-Preparedness-Canvassing-Event>

Neighborhood Meeting Schedules are as follows: (Food will be provided at each meeting)

- Highland Park - Tuesday, March 24th - 6:00 p.m. - 8:00 p.m. at the Collins Senior Center, 3000 Texas Boulevard
- Rose Hill - Wednesday, March 25th - 6:00 p.m. - 8:00 p.m. at Pecan Ridge, 2210 West 15th Street
- Beverly - Thursday, March 26th - 6:00 p.m. - 8:00 p.m. at Texarkana College, 2500 N. Robison Road in the Truman Arnold Center Great Room

Mayor Bruggeman announced that the City of Texarkana, Arkansas is having the 41st Arkansas Governor's Conference on Tourism which will end on Tuesday, March 10th. To his knowledge, this is the first time the Governor's Conference is being held in Texarkana.

Council Member Casteel asked for agenda topics at the upcoming neighborhood meetings. City Manager Whitson said the purpose of the neighborhood meetings is to bring city government to the citizens. Citizens can share what they think and ask questions. David Orr said that staff will also be discussing the Community Development Block Grant action plan and comprehensive planning for the upcoming year.

Mayor Bruggeman welcomed and recognized Texas High School students from Mr. Littman's government class.

Mayor Bruggeman gave a special "Thanks" to Texas A&M - Texarkana students, staff, faculty and family members who participated in park clean-up efforts recently at Bringle Lake Park. This was the kick-off for a week of service opportunities across town called "iServe" week. Those participating in this effort enjoyed the beautiful weather while giving something back to the city.

Appointments to Boards & Commissions

Council Member Davis requested council to consider appointing Dr. Wanda Northam to the Planning and Zoning Commission.

Council Member Veal-Gooch requested council to consider reappointing Stuart McDonald to the Board of Adjustment.

Council Member Veal-Gooch requested council to consider reappointing Dianna Patterson Kinsey to the Planning and Zoning Commission.

Motion to make appointments/reappointments to Boards & Commissions.

(6:13 p.m.)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Brian Matthews, Ward 4
SECONDER:	Christy P. Paddock, Ward 5
AYES:	Casteel, Ray, Veal-Gooch, Matthews, Paddock, Davis
EXCUSED:	Bruggeman

Presentations

1. KTB award presentation for February residence and business of the month.

Residence - Carter and Stephanie Floyd - Ward 5

Business - St. James Episcopal Church - Ward 3

Mayor Bruggeman and Council Member Veal-Gooch presented business recipients, Glen and Lova Wile, the Keep Texarkana Beautiful (KTB) award.

Mayor Bruggeman also presented a city lapel pin to Mrs. Wile for her distinguished service of picking up trash and beautifying other areas of the city.

Residential recipients Carter and Stephanie Floyd were not able to attend the council meeting to accept their KTB award.

2. Proclamation for Poison Prevention Week - March 15-21

Mayor Bruggeman read the proclamation for Poison Prevention Week - March 15-21.

IV. OPEN FORUM: COMMENTS FROM THE PUBLIC (LIMIT 5 MINUTES EACH)

Items scheduled for "Public Hearing" or have been heard at a previous "Public Hearing" are not to be addressed at the "Open Forum".

Mary Bruce addressed council to consider turning Capp Street into a through street to accommodate easier access to the Sunset Missionary Baptist Church.

V. ITEMS FOR CONSIDERATION

Consent Items

(6:27 p.m.)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Josh Davis, Ward 6
SECONDER:	Brian Matthews, Ward 4
AYES:	Casteel, Ray, Veal-Gooch, Matthews, Paddock, Davis
EXCUSED:	Bruggeman

1. Consider approval of the minutes of the Special Meeting of the City Council held on February 11, 2015 at 11:00 AM.
2. Consider approval of the minutes of the Regular Meeting of the City Council held on February 23, 2015 at 6:00 PM.
3. Ordinance No. 2015-028 approving the cancellation of the May 9, 2015 general election for a Council Member for Ward Two (2), a Council Member for Ward Three (3), and a Council Member for Ward Five (5) as all current incumbents are unopposed.

Public Hearing:
 Second Briefing:
 Council Vote: March 9, 2015

Action Items

4. Ordinance No. 2015-025 amending Ordinance No. 2014-073 concerning Fiscal Year 2014-2015 City of Texarkana Texas Budget to allow for a monetary donation of \$1,000 to be added to the police department budget account number 101-1702-52207 (Minor Tools and Equipment) for the purpose of using donation funds to purchase body cameras to be utilized by patrol officers.

Public Hearing:
 Second Briefing:
 Council Vote: March 9, 2015

(6:30 p.m.)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Christy P. Paddock, Ward 5
SECONDER:	Willie Ray, Ward 2
AYES:	Casteel, Ray, Veal-Gooch, Matthews, Paddock, Davis
EXCUSED:	Bruggeman

5. Resolution No. 2015-027 acknowledging receipt of the 2014 Police Department Racial Profiling Report.

Minutes Acceptance: Minutes of Mar 9, 2015 6:00 PM (Consent Items)

Public Hearing:
 Second Briefing:
 Council Vote: March 9, 2015

Charles Kreidler gave council a brief overview and highlights from this report.
 (6:32 p.m.)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Christy P. Paddock, Ward 5
SECONDER:	Brian Matthews, Ward 4
AYES:	Casteel, Ray, Veal-Gooch, Matthews, Paddock, Davis
EXCUSED:	Bruggeman

VI. FIRST BRIEFINGS

1. Resolution No. 2015-024 accepting a bid and authorizing the City Manager to enter into a contract for the asbestos abatement for ten (10) structures on the City Council's Top Forty (40) Demolition List.

Public Hearing: March 23, 2015
 Second Briefing: April 13, 2015
 Council Vote: April 27, 2015

Kyle Dooley briefed this item.

RESULT:	MOVED FORWARD	Next: 3/23/2015 6:00 PM
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VII. PUBLIC HEARINGS

1. Ordinance No. 2015-021 amending the FY15 Budget for personnel adjustments, establishing the city's minimum salary level and adding a Health Inspector position.

Public Hearing: March 9, 2015
 Second Briefing: March 23, 2015
 Council Vote: April 13, 2015

No citizen spoke at this public hearing.

RESULT:	MOVED FORWARD	Next: 3/23/2015 6:00 PM
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Motion to move Resolution No. 2015-026 up for council vote.

(6:58 p.m.)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Tina Veal-Gooch, Ward 3
SECONDER:	Brian Matthews, Ward 4
AYES:	Casteel, Ray, Veal-Gooch, Matthews, Paddock, Davis
EXCUSED:	Bruggeman

2. Resolution No. 2015-026 relating to proposed Texas legislation capping local government revenue.

Public Hearing: March 9, 2015

Second Briefing:

Council Vote: March 23, 2015

City Manager Whitson briefed this item. No citizen spoke at this public hearing.
(6:58 p.m.)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Tina Veal-Gooch, Ward 3
SECONDER:	Brian Matthews, Ward 4
AYES:	Casteel, Ray, Veal-Gooch, Matthews, Paddock, Davis
EXCUSED:	Bruggeman

VIII. SECOND BRIEFING WITH UPDATES - NONE

IX. SECOND BRIEFING WITHOUT UPDATES - NONE

X. ITEMS FOR DISCUSSION

Historic Landmark Preservation Committee Vacancies

David Orr addressed council about the need to make appointments to the Historic Landmark Preservation Committee in order to meet quorum requirements. Five members make up a quorum and currently there are four members, due to the relocation of Ms. Frances Holcombe and Ina McDowell serving as an ex-officio member. The current ordinance calls for nine members.

Council Member Veal-Gooch said she read more about the committee and learned that members do not necessarily have to be citizens of Ward 3.

City Manager Whitson said staff will use this committee as a "test" to re-write the ordinance and provide a standardized charter that can apply to all of the boards and commissions. The charter format will give the council much flexibility in setting rules for each board or committee. City Manager Whitson also suggested that council can have a workshop with the chairperson from each board or commission to discuss the council's vision and goals for the city.

XI. ADMINISTRATIVE COMMENTS

1. Council

Council Member Veal-Gooch asked where are Mr. Rod LaGrone and his contractor with the masonic lodge rubble clean-up. City Manager Whitson said he has not contacted Mr. Lagrone since his contractor did not show. Council Member Veal-Gooch asked what is the next step for the city with this situation. City Manager Whitson said Mr. Lagrone could be given notice and taken to court and the judge can issue an order. However, if Mr. Lagrone does not comply, that order would give the city the authority to go and clean up the property which would defeat the purpose and cost the city money. Staff will contact Mr. Lagrone again concerning the clean-up.

Council Member Veal-Gooch wanted to know where Mr. Sari stands on the Grim Hotel redevelopment. City Manager Whitson responded that staff spoke to Mr. Sari about three weeks ago. The city has asked for specific documents, but Mr. Sari has not come forward with necessary financial statements at the city's request. David Orr said staff is also talking to the property owner, but the city is ultimately waiting on the proposal from Mr. Sari in order to move forward. City Manager Whitson has asked staff to scout out other developers who pursue similar types of projects. Perhaps this can be another option for the city in redeveloping the Grim Hotel. David Orr also said staff is looking at other funding options as well.

Council Member Veal-Gooch asked if council could see the proposed agenda prior to the scheduled neighborhood meetings. David Orr responded that council would be provided the agenda prior to the upcoming meetings.

Council Member Matthews asked for an update on the Texarkana welcome sign. City Manager Whitson responded that staff just started working on this project and that council would see a briefing item on a future agenda.

Council Member Matthews said he has received several calls from Ward 4 citizens about trash along side of Cowhorn Creek Road, Mall Drive and Summerhill Road. City Manager Whitson responded that this issue has already been reported to staff.

2. Staff

Charlie Bassett informed council that the Investment Committee has met and has spoken with the consultants. The Investment Report for the Quarter Ended December 31, 2014 is now available for viewing on the city's website:

Finance Department/Financial Reports/Quarterly Investment Reports
<http://tx-texarkana.civicplus.com/ArchiveCenter/ViewFile/Item/587>

XII. ADJOURNMENT

Motion to Adjourn

A motion was made to adjourn the meeting.
 (7:18 p.m.)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Brian Matthews, Ward 4
SECONDER:	Christy P. Paddock, Ward 5
AYES:	Casteel, Ray, Veal-Gooch, Matthews, Paddock, Davis
EXCUSED:	Bruggeman

City of Texarkana, Texas

Version: B

Update Date: 3/19/2015 8:37 AM

Briefing Sheet

Lead Department: City Secretary **Action Officer:** Jennifer Evans, City Secretary
Subject: Resolution No. 2015-034 establishing a records management program and appointing a records management officer.
Briefing: 3/23/2015 **Public Hearing:** **Second Briefing:** **Council Vote:** 3/23/2015

Item Schedule

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

Local Government Code Title 6, Subtitle C provides that each local government must establish an active and continuing records management program and appoint a records management officer to have on file with the Texas State Library and Archives Commission (TSLAC). The City Secretary has been assigned the responsibility of the records management program within the City Secretary's job duties. Therefore, this resolution, as a housekeeping item, will establish a records management program for the city and appoint a records management officer meeting and satisfying the requirements of TSLAC.

Sec. 203.021. DUTIES AND RESPONSIBILITIES OF GOVERNING BODY.

The governing body of a local government, including a commissioners court with regard to nonelective county offices, shall:

- (1) establish, promote, and support an active and continuing program for the efficient and economical management of all local government records;
- (2) cause policies and procedures to be developed for the administration of the program under the direction of the records management officer;
- (3) facilitate the creation and maintenance of local government records containing adequate and proper documentation of the organization, functions, policies, decisions, procedures, and essential transactions of the local government and designed to furnish the information necessary to protect the legal and financial rights of the local government, the state, and persons affected by the activities of the local government;
- (4) facilitate the identification and preservation of local government records that are of permanent value;
- (5) facilitate the identification and protection of essential local government records; and
- (6) cooperate with the commission in its conduct of statewide records management surveys.

Sec. 203.025. DESIGNATION OF RECORDS MANAGEMENT OFFICER. (a) On or before June 1,

City of Texarkana, Texas

1990, the governing body of each local government shall designate a records management officer by:

- (1) designating an individual; or
- (2) designating an office or position, the holder of which shall be the records management officer.
- (b) The name, office, or position of the records management officer shall be entered on the minutes of the governing body.
- (c) The name or the name and office or position of the records management officer shall be filed by the records management officer with the director and librarian within 30 days after the date of the designation.
- (d) The designation of a new individual or a new office or position shall be entered on the minutes and reported by the records management officer to the director and librarian in the same manner as the original designation.
- (e) If the order designating a records management officer designates an office or position rather than an individual, a new holder of that office or position must file the holder's name with the director and librarian within 30 days after the date of assuming the office or position.

Potential Options:

- None
-

Fiscal Implications:

None

Staff Recommendation:

Staff recommends approval in accordance with Texas Local Government Code Title 6, Subtitle C (Local Government Records Act).

Advisory Board/Committee Review:

NONE

Board/Committee Recommendation:

NOT APPLICABLE

Advisory Board/Committee Meeting Date and Minutes:

NOT APPLICABLE

Attachments

- a. Res. 2015-034 Records Management (DOC)

Staff Coordination

City Manager	Jennifer Evans	Department Head Review	Completed
	03/17/2015 11:18 AM		
Assistant City Manager		Shirley Jaster	Assistant City Manager
Review	Completed	03/17/2015 5:01 PM	

City of Texarkana, Texas

Public Information Officer	Lisa Thompson	PIO Review	Completed
	03/18/2015 10:42 AM		
City Manager	John Whitson	City Manager Review	Completed
8:37 AM			03/19/2015
City Council	Pam Burns	Meeting	Pending
6:00 PM			03/23/2015

Meeting History

RESOLUTION NO. 2015 - 034**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, ESTABLISHING A RECORDS MANAGEMENT PROGRAM AND APPOINTING THE CITY SECRETARY AS RECORDS MANAGEMENT OFFICER FOR THE CITY OF TEXARKANA, TEXAS AND ESTABLISHING AN EFFECTIVE DATE.**

WHEREAS, Title 6, Subtitle C, Local Government Code (Local Government Records Act), provides that each local government must establish an active and continuing records management program; and

WHEREAS, the City of Texarkana, Texas desires to adopt a plan for that purpose and to prescribe policies and procedures consistent with the Local Government Records Act and in the interests of cost-effective and efficient recordkeeping.

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

SECTION 1: DEFINITION OF RECORDS OF THE CITY OF TEXARKANA TEXAS.

All documents, papers, letters, books, maps, photographs, sound or video recordings, microfilm, magnetic tape, electronic media, or other information recording media, regardless of physical form or characteristic and regardless of whether public access to it is open or restricted under the laws of the state, created or received by the City of Texarkana, Texas or any of its officers or employees pursuant to law or in the transaction of public business are hereby declared to be the records of the City of Texarkana, Texas and shall be created, maintained, and disposed of in accordance with the provisions of this resolution or procedures authorized by it and in no other manner.

SECTION 2: RECORDS DECLARED PUBLIC PROPERTY. All records as defined in Sec. 1 of this plan are hereby declared to be the property of the City of Texarkana, Texas. No official or employee of the City of Texarkana, Texas has, by virtue of his or her position, any personal or property right to such records even though he or she may have developed or compiled them. The unauthorized destruction, removal from files, or use of such records is prohibited.

SECTION 3: POLICY. It is hereby declared to be the policy of the City of Texarkana, Texas to provide for efficient, economical, and effective controls over the creation, distribution, organization, maintenance, use, and disposition of all records of this office through a comprehensive system of integrated procedures for the management of records from their creation to their ultimate disposition, consistent with the requirements of the Local Government Records Act and accepted records management practice.

SECTION 4: RECORDS MANAGEMENT OFFICER. The City Secretary will serve as records management officer for the City of Texarkana, Texas as provided by law and will ensure

that the maintenance, destruction, electronic storage, or other disposition of the records of this office are carried out in accordance with the requirements of the Local Government Records Act.

SECTION 5: RECORDS CONTROL SCHEDULES. Appropriate records control schedules issued by the Texas State Library and Archives Commission shall be adopted by the records management officer for use in the City of Texarkana, Texas, as provided by law. Any destruction of records of the City of Texarkana, Texas will be in accordance with these schedules and the Local Government Records Act.

SECTION 6: That this Resolution shall be in full force and effect from and after its passage and approval.

PASSED AND APPROVED in Regular Council Session on this the **23rd day of March, 2015.**

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

City of Texarkana, Texas

Version: C

Update Date: 3/18/2015 9:40 AM

Briefing Sheet

Lead Department: Planning and Community Development **Action Officer:** Debbie Burk
Ordinance No. 2015-030 amending PD-15-1(O) for site plan approval on a 3.75 acre tract of land (Tract 51) in the J.A. Talbot HRS, A-564, located at 5808 Richmond Road. Randy Johns, applicant. David Williams, MTG Engineering, agent.

Subject: agent.

Briefing: 3/23/2015 **Public Hearing:** 4/13/2015 **Second Briefing:** April 27, 2015 **Council Vote:** 5/11/2015

Item ScheduleSchedule 1: Brief twice - vote once (six weeks)**Updates/History of Briefing:****Executive Summary and Background Information:**

Amendment to PD-15-1(O): This is a request by Dr. Randy Johns, owner, and David Williams, MTG Engineering, agent, for site plan approval on a 3.75 acre tract of land (Tract 51) of the J.A. Talbot HRS, A-564, located at 5808 Richmond Road to allow the construction of an assisted living facility. This property was recently rezoned to Planned Development-Office which requires site plan approval before building permits can be obtained. A single family residence is currently located on the front portion of the property.

The adjacent zoning is Single Family-1 to the north, south, east and west. The adjacent land use is residences to the north and west, a church, cemetery and vacant land to the east and a residence and church to the south.

This site plan and elevations show the following (see attached):

1. A 50,394 square foot two-story building.
2. Exterior finish will be Mediterranean style with cultured stucco and cultured stone façade.
3. 48 parking spaces are shown.
4. Two drives off of Richmond Road.
5. A monument sign is shown at front of property along Richmond Road. No size shown.
6. Exterior lighting to be shielded away from adjacent residences.
7. Screening device is shown along north, east and west property lines where it abuts residential zoning. (Material to be used for fencing not known)

The applicant should be aware that driveway locations must be approved by TXDOT and that post development runoff must not exceed pre-development runoff and that a fire lane will be required.

All notification and application requirements have been met to consider this request. It should

City of Texarkana, Texas

also be noted that all building code requirements must be met according to city codes.

Potential Options:

None

Fiscal Implications:

None

Staff Recommendation:

Staff recommends for approval of the site plan as submitted with the following stipulations:

1. Monument signage not to exceed 48 square feet in size. Signage material must match building exterior, have no electronic messaging, and can have internal or exterior lighting.
2. Screening device to be 7 feet in height and be wood or vinyl material.
3. Exterior lighting to be shielded away from any adjacent residences.

Advisory Board/Committee Review:

Planning and Zoning Commission

Board/Committee Recommendation:

The Planning and Zoning Commission unanimously recommended for approval with the following stipulations:

1. Monument signage not to exceed 48 square feet in size. Signage material must match building exterior, have no electronic messaging, and can have internal or exterior lighting.
2. Screening device to be 7 feet in height and be wood or vinyl material.
3. Exterior lighting to be shielded away from any adjacent residences.

Advisory Board/Committee Meeting Date:

March 2, 2015

Attachments

- a. Goals & Perspectives (DOCX)
- b. Ord. No. 2015-030 (DOCX)
- c. Exhibit A - site plan (PDF)
- d. Exhibit B - legal description (PDF)
- e. Elevations and floor plan (PDF)

City of Texarkana, Texas

Staff Coordination

Planning and Community Development	David Orr	Department Head Review	
Completed	03/11/2015 4:43 PM		
Assistant City Manager	Shirley Jaster	Assistant City manager	
Review	Completed	03/12/2015 2:56 PM	
Public Information Officer	Lisa Thompson	PIO Review	Completed
	03/12/2015 3:00 PM		
City Manager	John Whitson	City Manager Review	Completed 03/16/2015
5:40 PM			
City Council	Pam Burns	Meeting	Pending 03/23/2015
6:00 PM			

Meeting History

City of Texarkana, Texas

Developing Perspectives and Goals Pending Approval by the City Council:

Perspectives	Goals
Serve the Community	☐ Promote an Environmentally Sensitive & Livable Community ☐ Provide a Safe Community ☐ Deliver Quality Services ☐ Foster a Healthy Community
Run the Operations	☐ Enhance Community Preparedness & Responsiveness ☐ Maximize Partnership Opportunities ☐ Provide Courteous & Responsive Customer Service ☒ Model a Positive City Image ☐ Deliver Efficient Services ☒ Cultivate Community Involvement & Access
Manage the Resources	☐ Maintain Fiscal Strength ☐ Maximize Utilization & Resources ☐ Invest in Infrastructure & Transportation
Develop Personnel	☐ Develop a Skilled & Diverse Workforce ☐ Create a Positive & Rewarding Work Culture

Perspectives and Goals Additional Comments:

None

Resource Impact:

NA

Select One By Clicking Here

Other Potential Impacts:

NA

Public Information Plan:

☒	Newspaper Notice (Required by Statute)	☒	Public Hearing (Required by Statute)
☐	Public Forum/Input Session	☐	Press Release
☐	E-News Distribution	☒	Website Notice
☐	Social Media (Twitter, Facebook, etc.)	☒	Special Mailing
☐	Flyers Posted	☐	Banners Posted
☐	Survey	☐	Automated Phone Call
☐	None Required	☒	Sign Posted

Other:

Attachment: Goals & Perspectives (1282 : Ord. No. 2015-030 - site plan approval at 5808 Richmond Road)

ORDINANCE NO. 2015-030

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AMENDING PD-15-1(O) FOR SITE PLAN APPROVAL ON A 3.75 ACRE TRACT OF LAND (TRACT 51) IN THE J.A. TALBOT HRS, A-564, LOCATED AT 5808 RICHMOND ROAD; IN THE CITY OF TEXARKANA, BOWIE COUNTY, TEXAS, CONTAINING A REPEALER CLAUSE; CONTAINING A SEVERABILITY CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, an application has been filed with the City of Texarkana, Texas, requesting the approval of a site plan (Exhibit "A") on a 3.75 acre tract of land (Tract 51) in the J.A. Talbot HRS, A-564, located at 5808 Richmond Road (Exhibit "B"), and

WHEREAS, the Planning and Zoning Commission of the City of Texarkana, Texas and the City Council of the City of Texarkana, Texas, in compliance with the laws of the State of Texas with reference to the granting of zoning classifications and changes, have given the requisite notices by publication and otherwise, and after holding hearings and affording a full and fair hearing to all property owners generally and to all persons interested and situated in the affected area and in the vicinity thereof; and

WHEREAS, after consideration of said application, the Planning and Zoning Commission of the City of Texarkana, Texas, **voted unanimously by a vote of six (6) to zero (0) to recommend approval of the petition of the request for site plan approval; and**

WHEREAS, after consideration of said application and the recommendation of the Planning and Zoning Commission, the City Council of the City of Texarkana, Texas, does hereby find that approval of the revised site plan is in the best interest of the public health, safety, morals and general welfare of the City;

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

SECTION 1: That the site plan (Exhibit "A") on a 3.75 acre tract of land (Tract 51) in the J.A. Talbot HRS, A-546, located at 5808 Richmond Road (Exhibit "B"), in the City of Texarkana, Bowie County, Texas, be and is hereby approved and hereby amends PD-15-1(O).

SECTION 2: That the following special terms and conditions are hereby imposed and made a part of this Ordinance:

1. A monument style sign not to exceed 48 square feet in size is allowed along Richmond Road. Signage material must match building exterior, have no electronic messaging, and can have internal or exterior lighting.
2. Screening device is required along the north, east and west property lines. Screening device must be 7 feet in height and be wood or vinyl material.
3. Exterior lighting is to be shielded away from any adjacent residences.

SECTION 4: It is further provided that in case a section, clause, sentence or part of this Ordinance shall be deemed or adjudged by a court of competent jurisdiction to be invalid, then such invalidity shall not affect, impair, or invalidate the remainder of this Ordinance.

SECTION 5: That this Ordinance shall be in full force and effect from and after its passage and approval.

PASSED AND APPROVED in Regular Council Session on this the **11th day of May, 2015.**

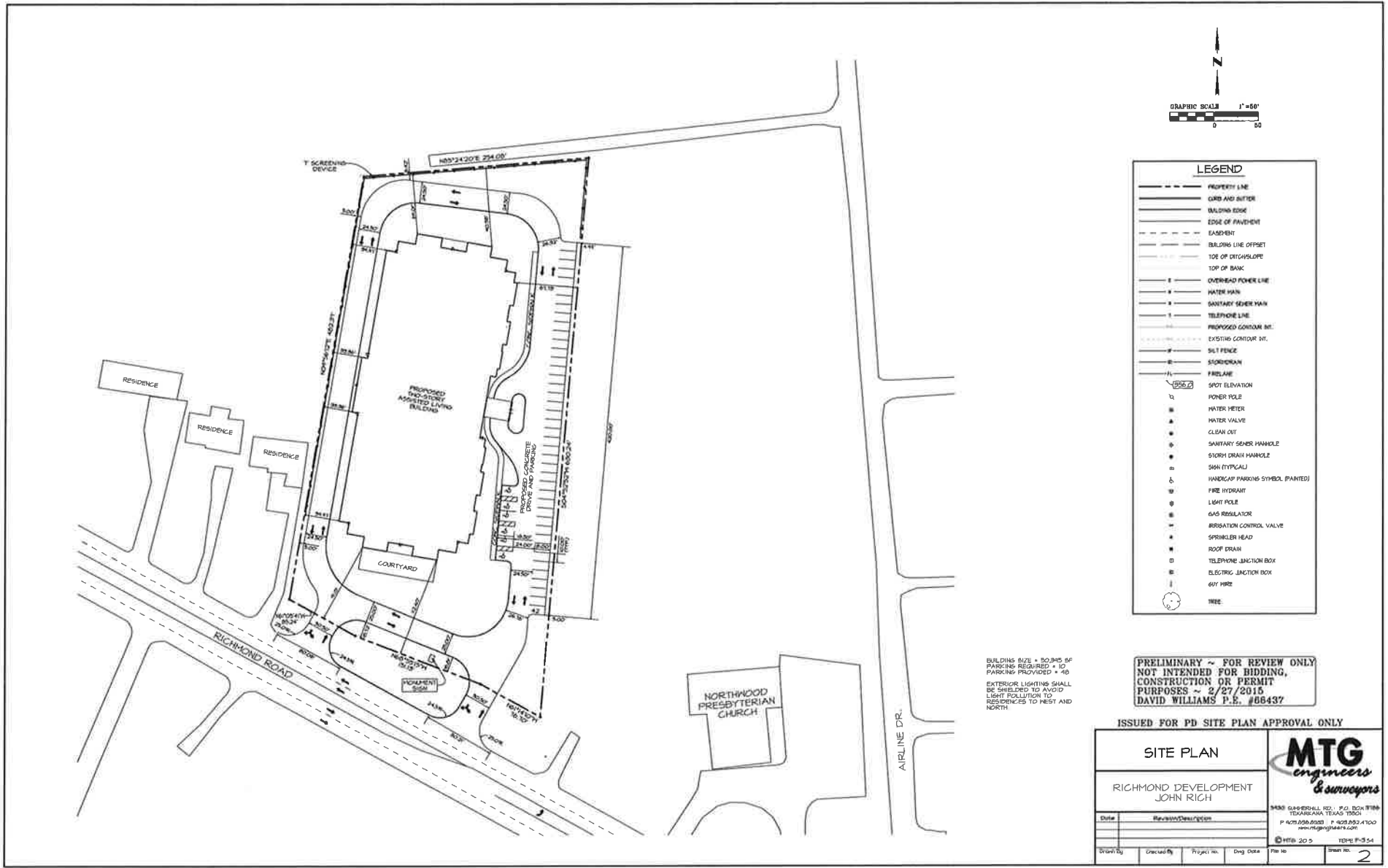
ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

EXHIBIT "A"

D:\1511\1511.dwg 1/27/2015 1:55:00 PM 1511.dwg 1/27/2015 1:55:00 PM 1511.dwg 1/27/2015 1:55:00 PM



Attachment: Exhibit A - site plan (1282 : Ord. No. 2015-030 - site plan approval at 5808 Richmond Road)

EXHIBIT "B"

Property: All that certain real property located in Bowie County, Texas, more specifically described as:

All that certain tract or parcel of land being a part of the JOHN A. TALBOT HEADRIGHT SURVEY, Abstract No. 564, Bowie County, Texas, and the herein described tract being a part of a certain 10 acre tract conveyed from A. J. Hetchell and wife, to R. L. McGraw by Deed dated October 13, 1915, and recorded in Volume 164, Page 457 of the Deed Records of Bowie County, Texas; and the herein described tract being a part of that certain called 4.94 acre tract conveyed from R. L. McGraw and wife, Myrtle McGraw to Jim Lusk and wife, Lora Lusk by Deed dated February 13, 1950, and recorded in Volume 263, Page 312 of the Deed Records of Bowie County, Texas, and the subject tract being more particularly described by metes and bounds as follows:

BEGINNING at a 1 inch pipe found for corner in an existing fence corner at the Northwest corner of said Lusk tract;

THENCE S 84°16'00" E, 253.96 feet primarily with an existing fence line, being the North line of said Lusk tract and the South line of a certain tract conveyed to Dennis R. Bernham by Deed dated November 15, 1978, and recorded in Volume 607, Page 833 of the Deed Records of Bowie County, Texas, to a 1/2 inch reinforcing steel rod found for corner;

THENCE S 06°20'02" W, 566.37 feet primarily with an existing fence line, being the West line of a certain tract conveyed to Northwood Presbyterian Church by Deed dated July 14, 1976, and recorded in Volume 602, Page 415 of the Deed Records of Bowie County, Texas, to a 1/2 inch reinforcing steel rod found for corner in the North right-of-way line of F. M. Road No. 559 (Richmond Road);

THENCE N 84°08'16" W, 314.54 feet along the North right-of-way line of F. M. Road No. 559 and being the South line of said Lusk tract, to a 1/2 inch reinforcing steel rod found for corner in an existing fence corner at the Southwest corner of said Lusk tract;

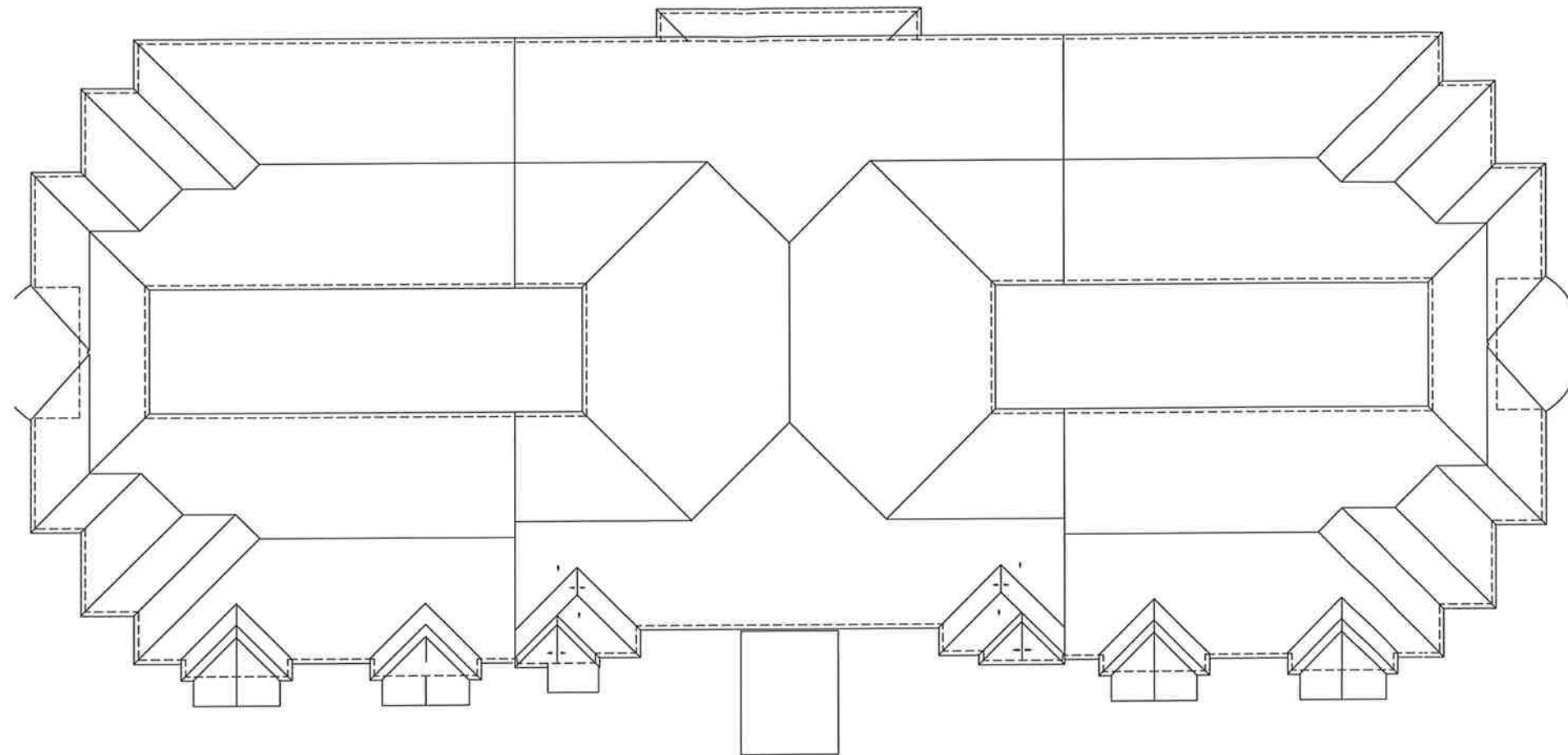
THENCE N 11°43'56" E, 523.85 feet along an existing fence line, being the West line of said Lusk tract and the East line of a certain tract conveyed to S. E. and Ida Dyer by Deed dated November 17, 1967, and recorded in Volume 403, Page 579 of the Deed Records of Bowie County, Texas, to the POINT OF BEGINNING and containing 3.757 acres of land, more or less.

Reservations from Conveyance: None

Exceptions to Conveyance and Warranty: Liens described as part of the Consideration and any other liens described in this deed as being either assumed or subject to which title is taken, validly existing easements, rights-of-way, and prescriptive rights, whether of record or not; all presently recorded and validly existing restrictions, reservations, covenants, conditions, oil and gas leases, mineral interests, and water interests outstanding in persons other than Grantor, and other instruments, other than conveyances of the surface fee estate, that affect the Property; validly existing rights of adjoining owners in any walls and fences situated on a common boundary; any discrepancies, conflicts, or shortages in area or boundary lines; any encroachments or overlapping of improvements; all rights, obligations, and other matters arising from and existing by reason of all zoning laws regulations and ordinances of municipal and/or other governmental authorities, if any; and taxes for 2004, which Grantee assumes and agrees to pay. A fence that lies both inside and outside of the property line as shown on a survey dated November 15, 2004, by Wallace D. Roy, registered professional land surveyor, Texas, no. 2107

Grantor, for the Consideration and subject to the Reservations from Conveyance and the Exceptions to Conveyance and Warranty, grants, sells, and conveys to Grantee the Property, together with all and singular the rights and appurtenances thereto in any way belonging, to have and to hold it to Grantee and Grantee's heirs, successors, and assigns forever. Grantor binds Grantor and Grantor's heirs and successors to warrant and forever defend all and singular the Property to Grantee and Grantee's heirs, successors, and assigns against every person whomsoever lawfully claiming or to claim the same or any part thereof.

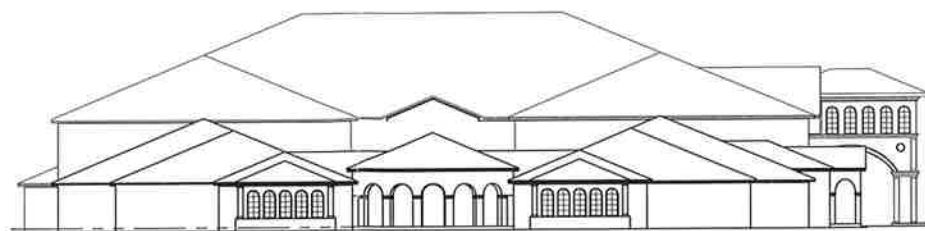
*Save + except any ROW for
Richmond Road.*



03 Roof Plan
Scale: 1/16" = 1'-0"



02 Front Elevation
Scale: 1/16" = 1'-0"



01 End Elevation
Scale: 1/16" = 1'-0"

Exterior Finishes - Mediterranean style
exterior with stucco and cultured stone
exterior.

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Assisted Living Center For John Rich
5808 Richmond Road
Texarkana, Texas 75503

Joe Crews
Architect

Architecture
Interiors
Planning
Accessibility
Specialist

28 Morris Lane
Texarkana, Texas
75503
T. 903.256.1710
F. 903.223.7100
joe@jocrews.com
http://jocrews.com

Architect Seal
PRELIMINARY:
NOT FOR
REGULATORY
REVIEW
APPROVAL FOR
CONSTRUCTION
23 DECEMBER 2014

Project No. 2014-16

Drawn By:

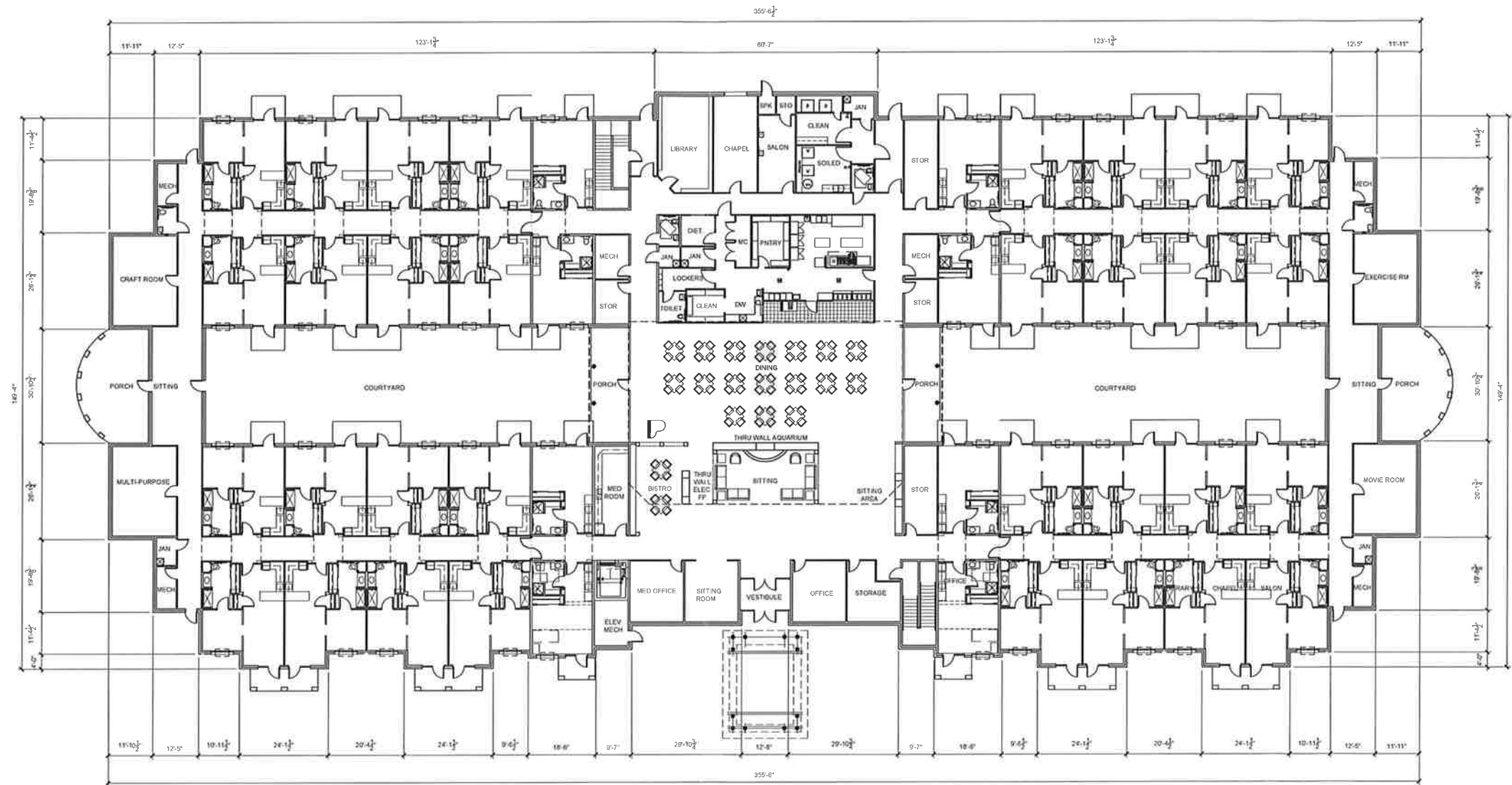
Date: 23 December 14

Sheet Title:

Med. Style
Elevations

Drawing No.

A6.03



01 **First Floor Plan**
Scale: 1/16" = 1'-0"

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Assisted Living Center For John Rich
5808 Richmond Road
Texarkana, Texas 75503

Joe Crews
Architect

Architecture
Interiors
Planning
Accessibility
Specialist

28 Morris Lane
Texarkana, Texas
75503
T. 903.255.1710
F. 903.223.7100
joe@joe crews.com
http://joe crews.com



23 DECEMBER 2014

Project No. 2014-16

Drawn By:

Date: 23 December 14

Sheet Title
First Floor Plan

Drawing No.

A2.01

Attachment: Elevations and floor plan (1282 : Ord. No. 2015-030 - site plan approval at 5808 Richmond Road)

City of Texarkana, Texas

Version: C

Update Date: 3/18/2015 9:50 AM

Briefing Sheet

Lead Department: Planning and Community Development **Action Officer:** Debbie Burk,
Ordinance No. 2015-031 rezoning a 2.98 acre tract of land in the J.W. Lane
Subject: HRS, A-345, (known as Tract 24), located at 6600 Summerhill Road. Multiple
Family-2 to Single Family-1. Robert White, applicant. Doel Harvin, agent.
Briefing: 3/23/2015 **Public Hearing:** 4/13/2015 **Second Briefing:** April 27, 2015 **Council Vote:** 5/11/2015

Item ScheduleSchedule 1: Brief twice - vote once (six weeks)**Updates/History of Briefing:****Executive Summary and Background Information:**

Z-15-2: This is a request by Robert White, owner, and Doel Harvin, agent, to rezone a 2.98 acre tract of land in the J.W. Lane HRS, A-345, located at 6600 Summerhill Road from Multiple Family-2 to Single Family-1. The property is currently vacant. The proposed use is a single family residence.

The adjacent zoning is Single Family-1 to the north and west, PD-MF-2 to the south and MF-2 to the east. The adjacent land usage is residences to the north and west and townhomes to the south and east.

The Comprehensive Plan has designated this as a high density residential area.

This property was rezoned to Multiple Family-2 many years ago but was never developed. The property was recently sold and the new owner is asking that the property be rezoned back to Single Family-1.

The owner should be aware that if this property is developed and access to the property is from Summerhill Road, any driveway location(s) must be approved by TXDOT. Also, if more than one residence locates on the property, this property will have to be subdivided into single family lots and the subdivision would require Planning and Zoning Commission approval.

All notification and application requirements have been met to consider this request.

Potential Options:

None

Fiscal Implications:

None

Staff Recommendation:

Staff recommends for approval of this request back to the Single Family-1 zoning district.

Advisory Board/Committee Review:

City of Texarkana, Texas

Planning and Zoning Commission

Board/Committee Recommendation:

The Planning and Zoning Commission unanimously recommended for approval of the request.

Advisory Board/Committee Meeting Date and Minutes:

March 2, 2015

Attachments

- a. Goals & Perspectives (DOCX)
- b. Ord. No. 2015-031 (DOCX)
- c. Exhibit A - legal description (PDF)
- d. Maps for Ord. 2015-031 (PDF)

Staff Coordination

Planning and Community Development	David Orr	Department Head Review
Completed	03/11/2015 4:44 PM	
Assistant City Manager	Shirley Jaster	Assistant City manager
Review Completed	03/12/2015 11:21 AM	
Public Information Officer	Lisa Thompson	PIO Review Completed
	03/12/2015 11:57 AM	
City Manager	John Whitson	City Manager Review Completed 03/16/2015
5:41 PM		
City Council	Pam Burns	Meeting Pending 03/23/2015
6:00 PM		

Meeting History

City of Texarkana, Texas

Developing Perspectives and Goals Pending Approval by the City Council:

Perspectives	Goals
Serve the Community	☐ Promote an Environmentally Sensitive & Livable Community ☐ Provide a Safe Community ☐ Deliver Quality Services ☐ Foster a Healthy Community
Run the Operations	☐ Enhance Community Preparedness & Responsiveness ☐ Maximize Partnership Opportunities ☐ Provide Courteous & Responsive Customer Service ☒ Model a Positive City Image ☐ Deliver Efficient Services ☒ Cultivate Community Involvement & Access
Manage the Resources	☐ Maintain Fiscal Strength ☐ Maximize Utilization & Resources ☐ Invest in Infrastructure & Transportation
Develop Personnel	☐ Develop a Skilled & Diverse Workforce ☐ Create a Positive & Rewarding Work Culture

Perspectives and Goals Additional Comments:

None

Resource Impact:

NA

Select One By Clicking Here

Other Potential Impacts:

NA

Public Information Plan:

☒	Newspaper Notice (Required by Statute)	☒	Public Hearing (Required by Statute)
☐	Public Forum/Input Session	☐	Press Release
☐	E-News Distribution	☒	Website Notice
☐	Social Media (Twitter, Facebook, etc.)	☒	Special Mailing
☐	Flyers Posted	☐	Banners Posted
☐	Survey	☐	Automated Phone Call
☐	None Required	☒	Sign Posted

Other:

ORDINANCE NO. 2015-031

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AMENDING THE ZONING ORDINANCE OF THE CITY OF TEXARKANA, TEXAS, BY REZONING A 2.98 ACRE TRACT OF LAND (TRACT 24) IN THE J.W. LANE HRS, A-345, LOCATED AT 6600 SUMMERHILL ROAD IN THE CITY OF TEXARKANA, BOWIE COUNTY, TEXAS FROM MULTIPLE FAMILY-2 TO SINGLE FAMILY-1; CONTAINING A REPEALER CLAUSE; CONTAINING A SEVERABILITY CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, an application has been filed requesting an amendment to the Zoning Ordinance of the City of Texarkana, Texas, to rezone a 2.98 acre tract of land (Tract 24) in the J.W. Lane HRS, A-345, located at 6600 Summerhill Road (Exhibit "A") in the City of Texarkana, Bowie County, Texas, from **Multiple Family-2 to Single Family-1**; and

WHEREAS, the Planning and Zoning Commission of the City of Texarkana, Texas and the City Council of the City of Texarkana, Texas, in compliance with the laws of the State of Texas with reference to the granting of zoning classifications and changes, have given the requisite notices by publication and otherwise, and after holding hearings and affording a full and fair hearing to all property owners generally and to all persons interested and situated in the affected area and in the vicinity thereof; and

WHEREAS, after consideration of said application, the Planning and Zoning Commission of the City of Texarkana, Texas **voted six (6) to zero (0) to recommend the application for rezoning from Multiple Family-2 to Single Family-1** to the City Council of Texarkana, Texas; and

WHEREAS, after consideration of said application and the recommendation of the Planning and Zoning Commission, the City Council of the City of Texarkana, Texas, does hereby find that rezoning the property from **Multiple Family-2 to Single Family-1** is in the best interest of the public health, safety, morals and general welfare of the City;

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

SECTION 1: That the Zoning Ordinance of the City of Texarkana, Texas, Ordinance No. 127-70, passed and approved on September 14, 1970, be and is hereby further amended to rezone a 2.98 acre tract of land (Tract 24) in the J.W. Lane HRS, A-345, located at 6600 Summerhill Road, (Exhibit "A") in the City of Texarkana, Bowie County, Texas, from **Multiple Family-2 to Single Family-1**.

SECTION 2: It is further provided that in case a section, clause, sentence or part of this Ordinance shall be deemed or adjudged by a court of competent jurisdiction to be invalid, then such invalidity shall not affect, impair, or invalidate the remainder of this Ordinance.

SECTION 3: All Ordinances or parts of Ordinances in conflict herewith are specifically repealed to the extent of such conflict.

SECTION 4: That this Ordinance shall be in full force and effect from and after its passage and approval.

PASSED AND APPROVED in Regular Council Session on this the **11th day of May, 2015.**

ATTEST

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

EXHIBIT A

LEGAL DESCRIPTION

All that certain tract or parcel of land situated in the JOHN W. LANE HEADRIGHT SURVEY, A-345, Bowie County, Texas, being a portion of the same land described as Lots 1 and 2, Block Number 1, of Dogwood Lake Estates-First, a subdivision of a part of the John W. Lane Headright Survey, Bowie County, Texas, as shown by plat of said subdivision, recorded in Volume 532, Page 615, Plat Records, Bowie County, Texas (said subdivision plat was vacated September 15, 1980, recorded in Volume 736, Page 175, Plat Records, Bowie County, Texas), said subdivision was a part of a certain 120.019 acre tract of land conveyed to Gerald Haire and wife, Helen Haire by Deed dated January 16, 1973, recorded in Volume 554, Page 537, Deed Records, Bowie County, Texas, and being more particularly described by metes and bounds as follows:

COMMENCING at an iron pipe found for corner at the most Northerly Northwest corner of said 120.019 acre tract, same being the most Northerly Northwest corner of said Block Number 1 of said Dogwood Lake Estates-First;

THENCE: S 01° 25' 15" E, with the upper West line of said 120.019 acre tract, same being the upper West line of said Block Number 1 of Dogwood Lake Estates-First, 400.00 feet to an iron pipe found for corner at the Northeast corner of said Lot Number 2, of Dogwood Lake Estates-First and the POINT OF BEGINNING for the herein described tract of land;

THENCE: S 88° 34' 45" W, with the North line of said Lots 1 and 2, same being the most Westerly North line of said 120.019 acre tract, 527.86 feet to a 1/2" iron pin set for corner at the Northwest corner of said Lot Number 1, said point being on the East side of F. M. Road No. 1397 (Summerhill Road), said point being in a curve to the left;

THENCE: Southerly, 60.00 feet at right to and parallel to the center of said Summerhill Road, same being along the arc of a curve having a radius of 2804.79 feet (Radius point bears N 87° 35' 16" E) through a central angle of 5° 44' 23" for a distance of 280.97 feet to an iron pipe found for a corner at the Southwest corner of said Lot Number 1;

THENCE: S 46° 25' 15" E, with a South line of said Lot Number 1, 99.07 feet to an iron pipe found for corner on the North right-of-way of Dogwood Lake Drive;

THENCE: S 88° 35' 45" E, with said right-of-way line, 101.79 feet to an iron pipe found for corner;

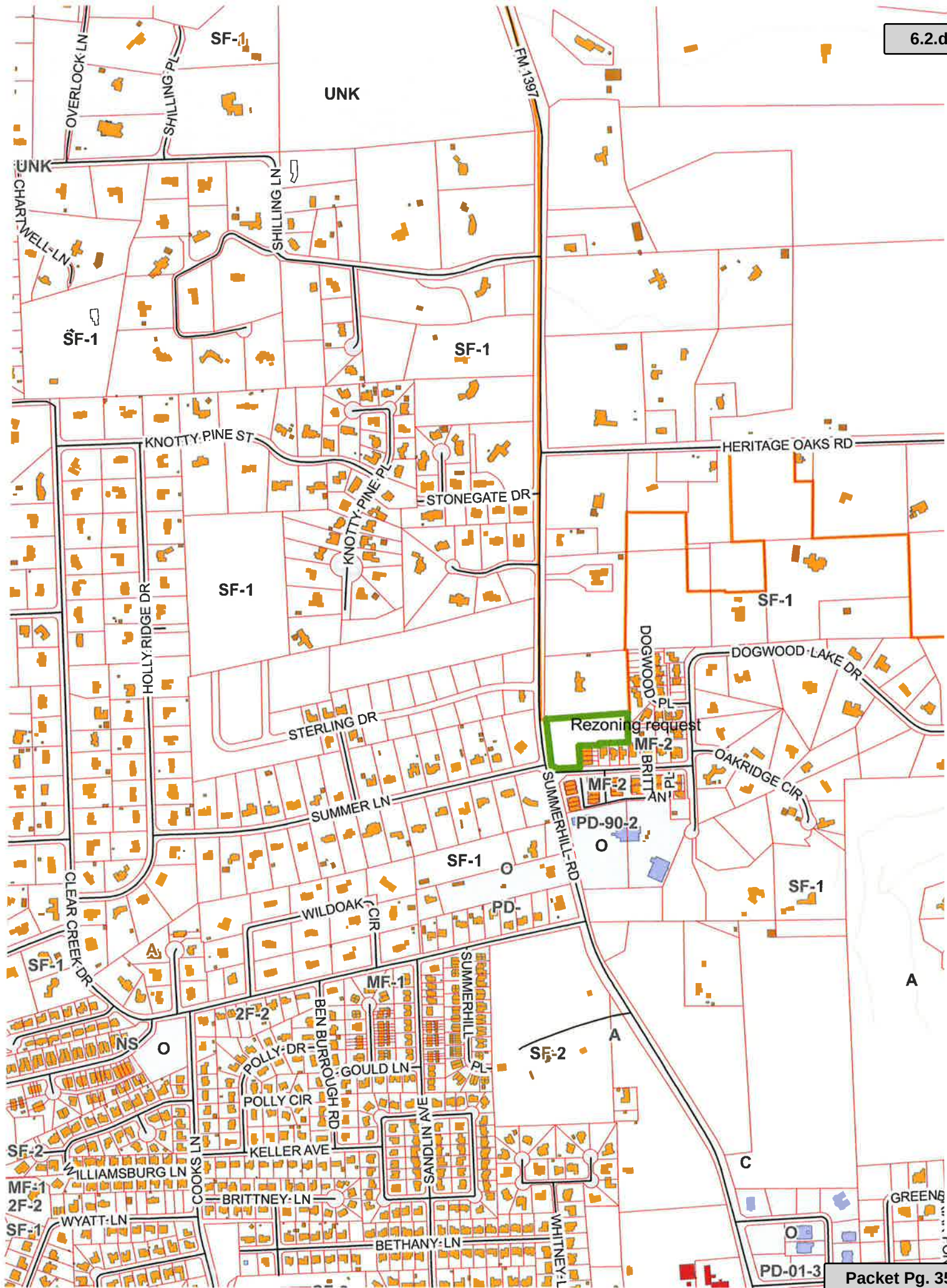
THENCE: N 01° 25' 15" W, 140.00 feet to an iron pipe found for corner;

THENCE: N 88° 34' 45" E, 134.92 feet to an iron pipe found for corner;

THENCE: N 01° 25' 15" W, 10.27 feet to a 1/2" iron pipe set for corner;

THENCE: N 88° 34' 45" E, 202.18 feet to an iron pipe found for corner on the East line of said Lot Number 2;

THENCE: N 01° 25' 15" W, with the East line of said Lot Number 2, 200.00 feet to the PLACE OF BEGINNING and containing 2.981 acres of land, more or less.



Attachment: Maps for Ord. 2015-031 (1283 : Ord. No. 2015-031 - Z-15-2: 6600 Summerhill Rd. MF-2 to SF-1)





Attachment: Maps for Ord. 2015-031 (1283 : Ord. No. 2015-031 - Z-15-2: 6600 Summerhill Rd. MF-2 to SF-1)

City of Texarkana, Texas

Version: B

Update Date: 3/18/2015 9:57 AM

Briefing Sheet

Lead Department: Planning and Community Development **Action Officer:** Debbie Burk
Ordinance No. 2015-032 amending PD-00-6(GR) for revised site plan approval to allow modification of existing signage on Lot 2, No. 1 ED (Minor Plat), located at 3502 and 3504 Richmond Road. Greg Bennett, applicant. Eddy Hackleman, agent. (Due to Planning and Zoning Commission denial, a 3/4 vote is required by the City Council to approve this request).

Subject:

Briefing: 3/23/2015 **Public Hearing:** 4/13/2015 **Second Briefing:** April 27, 2015 **Council Vote:** 5/11/2015

Item ScheduleSchedule 1: Brief twice - vote once (six weeks)**Updates/History of Briefing:****Executive Summary and Background Information:**

Amendment to PD-00-6(GR): This is a request by Greg Bennett, owner, and Eddy Hackleman, agent, for a revision to the existing site plan to allow sign modifications on Lot 2, No. 1 Ed (Minor Plat), located at 3502 and 3504 Richmond Road. The Sanctuary Spa and a vacant tenant space that was formerly occupied by Farmers Bank and Trust Mortgage Division is currently located on this property.

For background information, a sign modification was approved on November 12, 2012 to enlarge the existing sign which at that time was 60.83 sq. ft. to 90.83 square feet in size to accommodate a new tenant. That modification included a stipulation that "if the additional tenant leaves the building, the signage size is to revert back to maximum 80 sq. ft. in size." The current originally approved site plan allows for an 80 sq. ft. sign.

The applicant is now asking for another sign modification to increase the size to 10' 3" x 11' (113.3 sq. ft.) with the center cabinet being a Changeable Electronic Variable Message Sign (CEVMS). See attachments.

The Planning and Zoning Commission has not previously approved electronic messaging signage in a Planned Development district with the exception of Health Care Express located across the street which provides emergency care services. There are, however, other CEVMS type signage along this area of Richmond Road but the businesses with this type signage are not located in a Planned Development District.

Potential Options:

City of Texarkana, Texas

None

Fiscal Implications:

None

Staff Recommendation:

The signage at this location has already been increased more than the 80' sq. ft. signage that was approved with the original site plan and in order to not set a precedent for electronic signage in Planned Development Districts, staff recommends for denial of this request for sign modification.

If the Planning and Zoning Commission recommends for approval of this request, this sign as submitted replaces and rescinds all previous site plan sign regulations/modifications.

Advisory Board/Committee Review:

Planning and Zoning Commission

Board/Committee Recommendation:

The Planning and Zoning Commission unanimously recommended for denial of the request but with the following stipulation:

1. The existing sign that is 90.83 square feet in size can remain in place even if only one tenant occupies the building.

Due to denial by the Planning and Zoning Commission, a $\frac{3}{4}$ vote is required by the City Council to approve this request.

Advisory Board/Committee Meeting Date and Minutes:

March 2, 2015

Attachments

- a. Goals & Perspectives (DOCX)
- b. Ordinance No. 2015-032 (DOCX)
- c. Exhibit "A" - sign specifications (PDF)
- d. Maps for Ord. No. 2015-032 (PDF)
- e. Rendering of existing and proposed signage (PDF)
- f. Map showing location of signage (PDF)

Staff Coordination

City of Texarkana, Texas

Planning and Community Development	David Orr	Department Head Review
Completed	03/11/2015 4:45 PM	
Assistant City Manager	Shirley Jaster	Assistant City manager
Review	Completed	03/12/2015 4:59 PM
Public Information Officer	Lisa Thompson	PIO Review
	03/12/2015 5:02 PM	Completed
City Manager	John Whitson	City Manager Review
5:44 PM		Completed
City Council	Pam Burns	Meeting
6:00 PM		Pending
		03/23/2015

Meeting History

City of Texarkana, Texas

Developing Perspectives and Goals Pending Approval by the City Council:

Perspectives	Goals
Serve the Community	☐ Promote an Environmentally Sensitive & Livable Community ☐ Provide a Safe Community ☐ Deliver Quality Services ☐ Foster a Healthy Community
Run the Operations	☐ Enhance Community Preparedness & Responsiveness ☐ Maximize Partnership Opportunities ☐ Provide Courteous & Responsive Customer Service ☒ Model a Positive City Image ☐ Deliver Efficient Services ☒ Cultivate Community Involvement & Access
Manage the Resources	☐ Maintain Fiscal Strength ☐ Maximize Utilization & Resources ☐ Invest in Infrastructure & Transportation
Develop Personnel	☐ Develop a Skilled & Diverse Workforce ☐ Create a Positive & Rewarding Work Culture

Perspectives and Goals Additional Comments:

None

Resource Impact:

NA

Select One By Clicking Here

Other Potential Impacts:

NA

Public Information Plan:

☒	Newspaper Notice (Required by Statute)	☒	Public Hearing (Required by Statute)
☐	Public Forum/Input Session	☐	Press Release
☐	E-News Distribution	☒	Website Notice
☐	Social Media (Twitter, Facebook, etc.)	☒	Special Mailing
☐	Flyers Posted	☐	Banners Posted
☐	Survey	☐	Automated Phone Call
☐	None Required	☒	Sign Posted

Other:

ORDINANCE NO. 2015-032

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AMENDING PD-00-6(GR) FOR REVISED SITE PLAN APPROVAL ON LOT 2, NO. 1 ED (MINOR PLAT), LOCATED AT 3502 AND 3504 RICHMOND ROAD, IN THE CITY OF TEXARKANA, BOWIE COUNTY, TEXAS, ALLOWING SIGN MODIFICATIONS TO ENLARGE EXISTING SIGN AND ADD CHANGEABLE ELECTRONIC VARIABLE MESSAGING (CEVMS); CONTAINING A REPEALER CLAUSE; CONTAINING A SEVERABILITY CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, an application has been filed with the City of Texarkana, Texas, requesting the approval of a revised site plan allowing sign modifications (Exhibit "A") on Lot 2, No. 1 ED (Minor Plat), located at 3502 and 3504 Richmond Road, in the City of Texarkana, Bowie County, Texas to allow sign modifications to enlarge existing sign and add changeable electronic variable messaging (CEVMS); and

WHEREAS, the Planning and Zoning Commission of the City of Texarkana, Texas and the City Council of the City of Texarkana, Texas, in compliance with the laws of the State of Texas with reference to the granting of zoning classifications and changes, have given the requisite notices by publication and otherwise, and after holding hearings and affording a full and fair hearing to all property owners generally and to all persons interested and situated in the affected area and in the vicinity thereof; and

WHEREAS, after consideration of said application, the Planning and Zoning Commission of the City of Texarkana, Texas, **voted unanimously by a vote of six (6) to zero (0) to recommend denial of the petition of the request for revised site plan approval but allow the existing sign that is 90.83 square feet in size to remain in place even if only one tenant occupies the building; and**

WHEREAS, after consideration of said application and the recommendation of the Planning and Zoning Commission, the City Council of the City of Texarkana, Texas, does hereby find that approval of the revised site plan is in the best interest of the public health, safety, morals and general welfare of the City;

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

SECTION 1: That the revised site plan allowing sign modifications (Exhibit "A") on Lot 2, No. 1 ED (Minor Plat), located at 3502 and 3504 Richmond Road, in the City of Texarkana, Bowie County, Texas, be and is hereby approved and hereby amends PD-00-6(GR).

SECTION 2: It is further provided that in case a section, clause, sentence or part of this Ordinance shall be deemed or adjudged by a court of competent jurisdiction to be invalid, then such invalidity shall not affect, impair, or invalidate the remainder of this Ordinance.

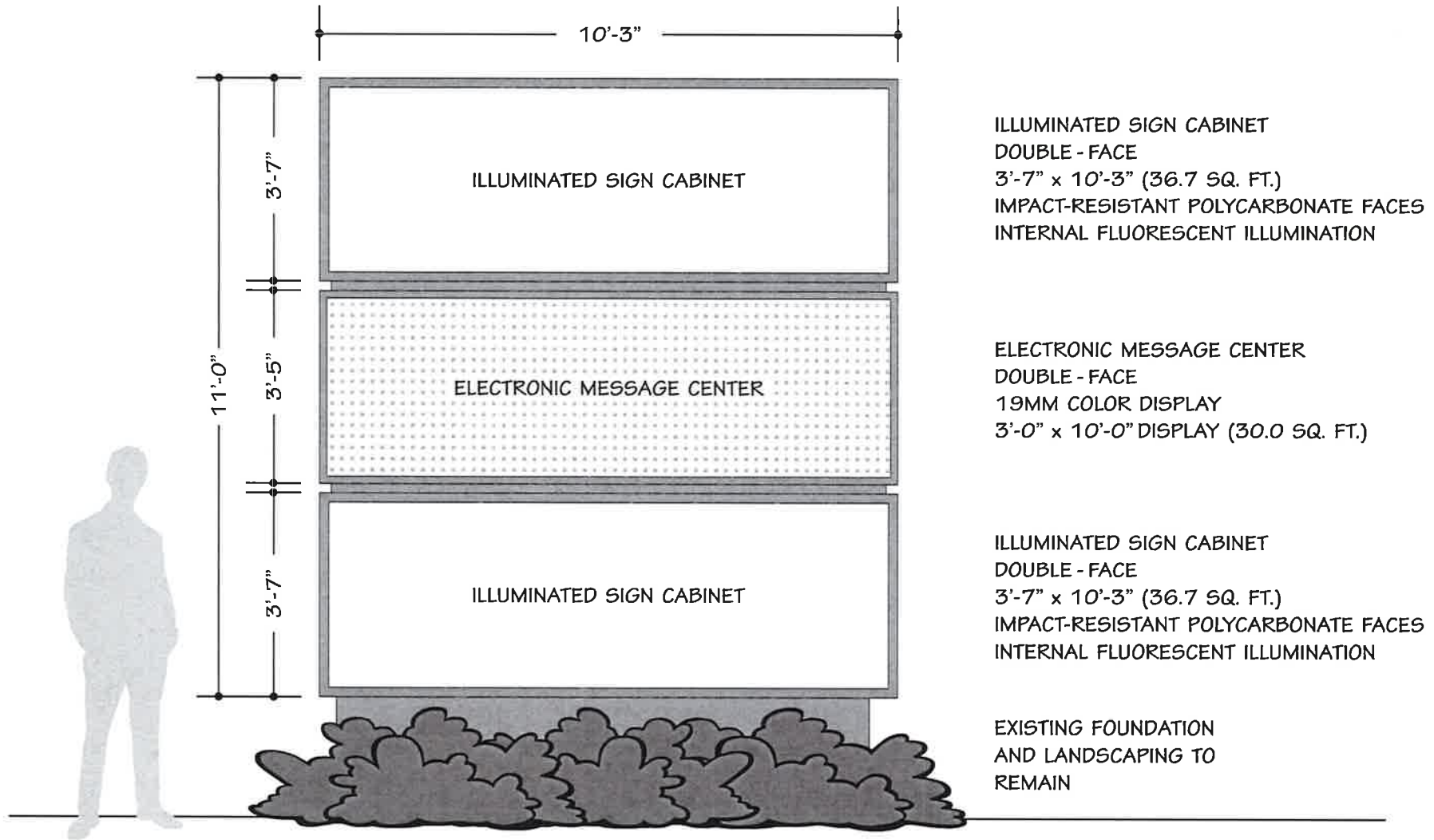
SECTION 3: That this Ordinance shall be in full force and effect from and after its passage and approval.

PASSED AND APPROVED in Regular Council Session on this the **11th day of May, 2015.**

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR



3502 New Boston Road
 Texarkana, Texas 75501
 903-838-8999
 Fax 903-831-5042

www.hightechsign.com

The Sanctuary / HealthCARE Express, 4104 Richmond Meadows, Texarkana, TX

Designed for:

Monument Sign Specifications

Project Description:

Customer is responsible for accuracy of all content. Carefully review all specifications, dimensions and text. Your signature indicates final approval and authorizes Hightech Signs to proceed with production.

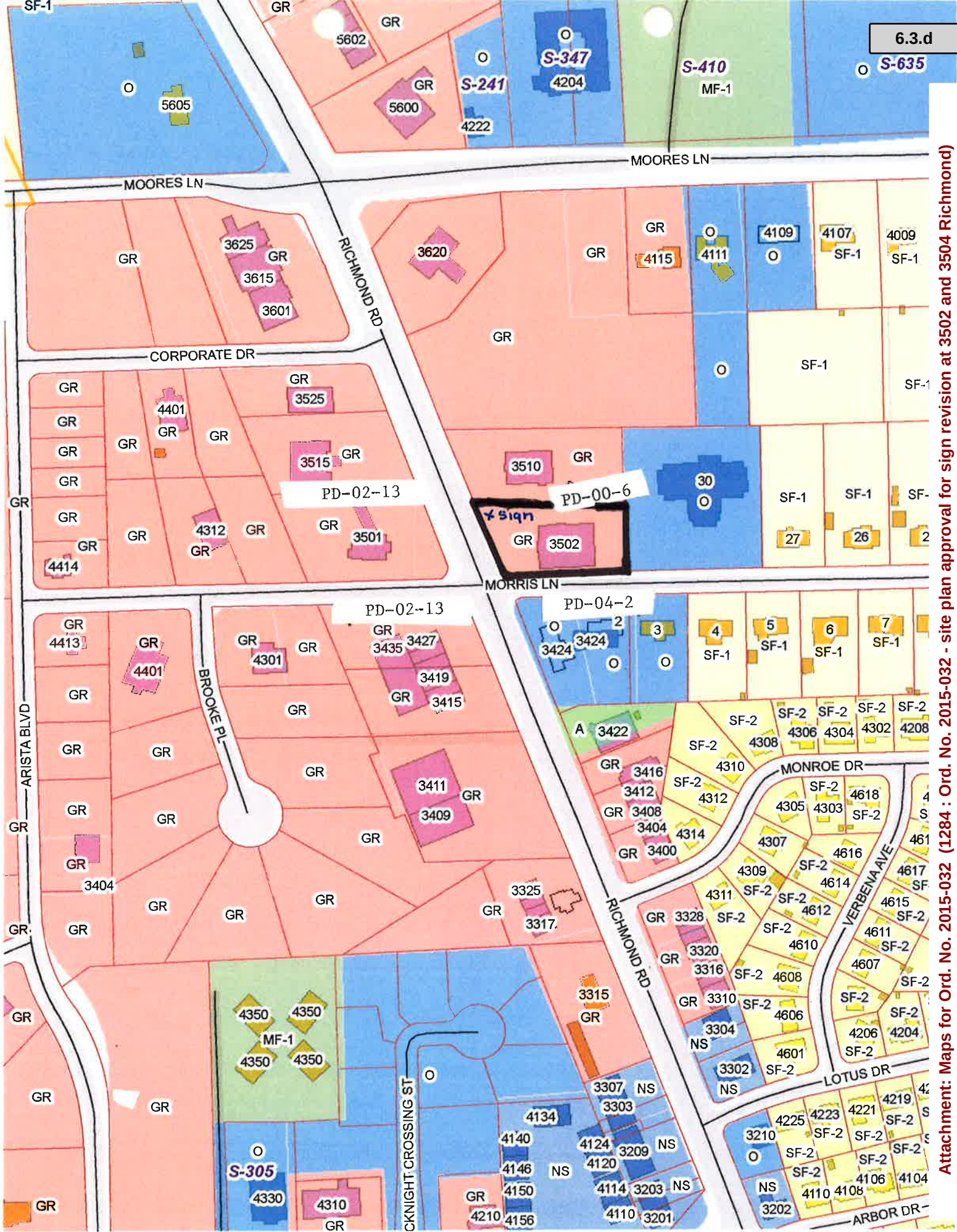
 Signature of Authorized Representative

 Date

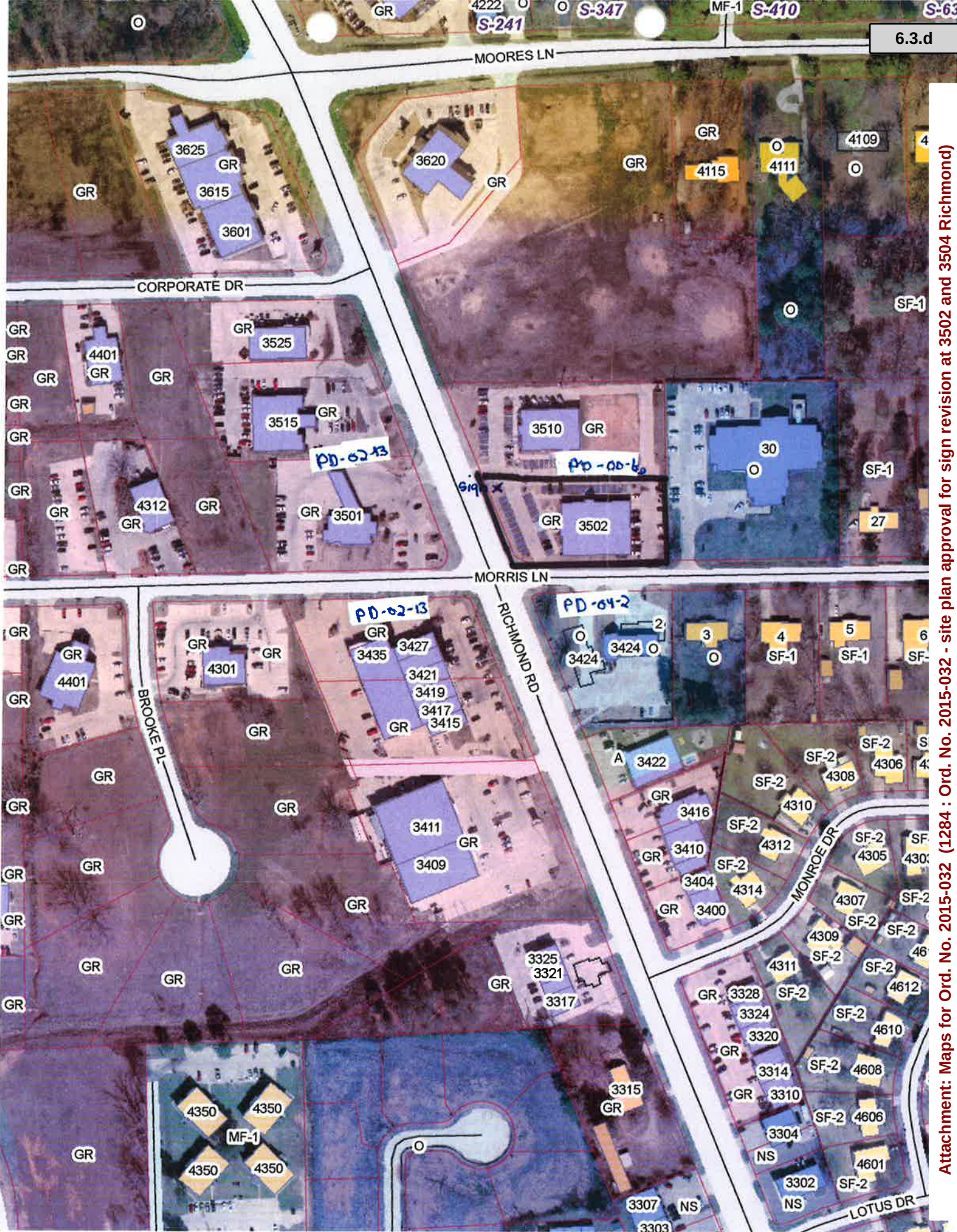
- ☐ APPROVED AS SHOWN
☐ APPROVED WITH CHANGES AS NOTED
☐ REVISE AND SUBMIT NEW PROOF WITH CHANGES

©2015 Sign Technologies, Inc.
 Texarkana, Texas

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Attachment: Maps for Ord. No. 2015-032 (1284 : Ord. No. 2015-032 - site plan approval for sign revision at 3502 and 3504 Richmond)



Attachment: Maps for Ord. No. 2015-032 (1284 : Ord. No. 2015-032 - site plan approval for sign revision at 3502 and 3504 Richmond)

Existing



EXISTING MONUMENT SIGN
9'-1" X 10' (90.83 SQ. FT.)

Proposed



PROPOSED MONUMENT SIGN
WITH ELECTRONIC DISPLAY
11'-0" X 10'-3" (112.86 SQ. FT.)



3502 New Boston Road
Texarkana, Texas 75501
903-838-8999
Fax 903-831-5042

www.hightechsign.com

The Sanctuary / HealthCARE Express, 4104 Richmond Meadows, Texarkana, TX

Designed for:

Proposed Monument Sign & Electronic Message Center

Project Description:

Customer is responsible for accuracy of all content. Carefully review all specifications, dimensions and text. Your signature indicates final approval and authorizes Hightech Signs to proceed with production.

Signature of Authorized Representative

Date

- ☐ APPROVED AS SHOWN
☐ APPROVED WITH CHANGES AS NOTED
☐ REVISE AND SUBMIT NEW PROOF WITH CHANGES

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Texarkana, Texas

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6.3.f

3502 Richmond Rd.

The Sanctuary by Healthcare Express

Legend

Existing sign to be replaced with proposed sign at same location.

3502 Richmond Rd

Google earth

© 2015 Google

100 ft



City of Texarkana, Texas

Version: C

Update Date: 3/18/2015 10:09 AM

Briefing Sheet

Lead Department: Planning and Community Development **Action Officer:** Debbie Burk,
Ordinance No. 2015-033 amending PD-94-3(MF-1) for site plan approval to
allow the location of a maintenance building on Lot 1, Amended Cornerstone
Addition, located at 4100 Moores Lane. Todd K. Partin, Executive Director of
Cornerstone Retirement Community, applicant. Mike Hickman, TMG General
Subject: Construction, agent.

Briefing: 3/23/2015 **Public Hearing:** 4/13/2015 **Second Briefing:** April 27, 2015 **Council Vote:** 5/11/2015

Item ScheduleSchedule 1: Brief twice - vote once (six weeks)**Updates/History of Briefing:****Executive Summary and Background Information:**

Amendment to PD-94-3(MF-1): This is a request by Todd K. Partin, Executive Director of Cornerstone, applicant, and Mike Hickman, TMG General Construction, agent, for site plan approval on Lot 1, Amended Cornerstone Addition, located at 4100 Moores Lane. This request for site plan approval is to allow the construction of a maintenance building at this location. The current use is the campus of the Cornerstone Independent Living Community.

The adjacent zoning is SF-1 to the north and east, General Retail to the west and Office and General Retail across Moores Lane to the south.

The proposed maintenance building will be constructed behind the existing assisted living facility. This building, therefore, cannot be seen from Moores Lane. See attached drawing showing the location of the proposed building.

The site plan, floor plan and elevations show the following (see attached):

1. A 1,038 square foot pre-engineered steel building with metal roof and metal walls.
2. A large maintenance shop area with a 10' x 10' overhead door.
3. An office area, three smaller storage rooms and a restroom.

All notification and application requirements have been met to consider this request.

Potential Options:

None

City of Texarkana, Texas

Fiscal Implications:

None

Staff Recommendation:

Staff recommends for approval of this request with site plan as submitted.

Advisory Board/Committee Review:

Planning and Zoning Commission

Board/Committee Recommendation:

The Planning and Zoning Commission unanimously recommended for approval of the request.

Advisory Board/Committee Meeting Date and Minutes:

March 2, 2015

Attachments

- a. Goals & Perspectives (DOCX)
- b. Ordinance No. 2015-033 (DOCX)
- c. Exhibit A - site plan (PDF)
- d. Maps for Ord. No. 2015-033 (PDF)
- e. Overall site plan (PDF)
- f. Maps showing location of prop. bldg. (PDF)

Staff Coordination

Planning and Community Development	David Orr	Department Head Review
Completed	03/11/2015 4:45 PM	
Assistant City Manager	Shirley Jaster	Assistant City manager
Review	Completed	03/12/2015 3:20 PM
Public Information Officer	Lisa Thompson	PIO Review
	03/12/2015 3:30 PM	Completed
City Manager	John Whitson	City Manager Review
5:47 PM		Completed
City Council	Pam Burns	Meeting
6:00 PM		Pending
		03/23/2015

Meeting History

City of Texarkana, Texas

City of Texarkana, Texas

Developing Perspectives and Goals Pending Approval by the City Council:

Perspectives	Goals
Serve the Community	☐ Promote an Environmentally Sensitive & Livable Community ☐ Provide a Safe Community ☐ Deliver Quality Services ☐ Foster a Healthy Community
Run the Operations	☐ Enhance Community Preparedness & Responsiveness ☐ Maximize Partnership Opportunities ☐ Provide Courteous & Responsive Customer Service ☒ Model a Positive City Image ☐ Deliver Efficient Services ☒ Cultivate Community Involvement & Access
Manage the Resources	☐ Maintain Fiscal Strength ☐ Maximize Utilization & Resources ☐ Invest in Infrastructure & Transportation
Develop Personnel	☐ Develop a Skilled & Diverse Workforce ☐ Create a Positive & Rewarding Work Culture

Perspectives and Goals Additional Comments:

None

Resource Impact:

NA

Select One By Clicking Here

Other Potential Impacts:

NA

Public Information Plan:

☒	Newspaper Notice (Required by Statute)	☒	Public Hearing (Required by Statute)
☐	Public Forum/Input Session	☐	Press Release
☐	E-News Distribution	☒	Website Notice
☐	Social Media (Twitter, Facebook, etc.)	☒	Special Mailing
☐	Flyers Posted	☐	Banners Posted
☐	Survey	☐	Automated Phone Call
☐	None Required	☒	Sign Posted

Other:

Attachment: Goals & Perspectives (1285 : Ord. No. 2015-033 - site plan approval at 4100 Moores Lane)

ORDINANCE NO. 2015-033

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AMENDING PD-94-3(MF-1) FOR SITE PLAN APPROVAL TO ALLOW THE LOCATION OF A MAINTENANCE BUILDING ON LOT 1, AMENDED CORNERSTONE ADDITION, LOCATED AT 4100 MOORES LANE IN THE CITY OF TEXARKANA, BOWIE COUNTY, TEXAS, CONTAINING A REPEALER CLAUSE; CONTAINING A SEVERABILITY CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, an application has been filed requesting the **approval of a site plan to allow the location of a maintenance building** (Exhibit “A”) on Lot 1, Amended Cornerstone Addition, located at 4100 Moores Lane in the City of Texarkana, Bowie County, Texas; and

WHEREAS, the Planning and Zoning Commission of the City of Texarkana, Texas and the City Council of the City of Texarkana, Texas, in compliance with the laws of the State of Texas with reference to the granting of zoning classifications and changes, have given the requisite notices by publication and otherwise, and after holding hearings and affording a full and fair hearing to all property owners generally and to all persons interested and situated in the affected area and in the vicinity thereof; and

WHEREAS, after consideration of said application, the Planning and Zoning Commission of the City of Texarkana, Texas, voted **unanimously by a vote of six (6) to zero (0) to recommend approval of the petition for the request for the site plan approval for a maintenance building** (Exhibit “A”) to the City Council of Texarkana, Texas; and

WHEREAS, after consideration of said application and the recommendation of the Planning and Zoning Commission, the City Council of the City of Texarkana, Texas, does hereby find that the approval of the site plan for the above described property is in the best interest of the public health, safety, morals and general welfare of the City;

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

SECTION 1: That the site plan (Exhibit “A”) submitted to allow a maintenance building on Lot 1, Amended Cornerstone Addition, located at 4100 Moores Lane in the City of Texarkana, Texas, Bowie County, Texas, be and is hereby approved and hereby amends PD-94-3(MF-1).

SECTION 2: It is further provided that in case a section, clause, sentence or part of this Ordinance shall be deemed or adjudged by a court of competent jurisdiction to be invalid, then such invalidity shall not affect, impair, or invalidate the remainder of this Ordinance.

SECTION 3: All Ordinances or parts of Ordinances in conflict herewith are specifically repealed to the extent of such conflict.

SECTION 4: That this Ordinance shall be in full force and effect from and after its passage and approval.

PASSED AND APPROVED in Regular Council Session on this the **11th day of May, 2015.**

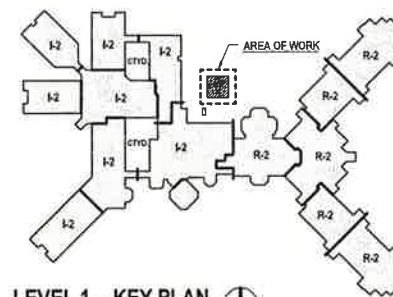
ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

[illegible]

RENOVATION LEGEND	
	NEW CONSTRUCTION
	EXISTING
	DEMOLISHED



LEVEL 1 - KEY PLAN 
SCALE: 1" = 100'

OWNER:



METHODIST
RETIREMENT COMMUNITIES

1440 Lake Front Circle, Suite 110
The Woodlands, TX 77380-3607

DESIGN TEAM

ARCHITECT

D2 architecture
STANIMAN, L.L.C.
205 North L Street (Suite 400)
Dallas, Texas 75201
(214) 229-1800

INTERIOR DESIGNER
FALLMANER DESIGN GROUP
2313 McKinney Park, Suite 1170
Dallas, TX 75204
(214) 309-8008

MEP ENGINEERING
WJ ENGINEERING
7874 Chantrelle Trce
Dallas, TX 75244
(905) 762-6599

STRUCTURAL ENGINEER
WALKER STRUCTURAL
ENGINEERS
1750 North Knox Blvd., Suite 118
Richardson, TX 75080
(972) 680-0470

Seal:



11-25-2014

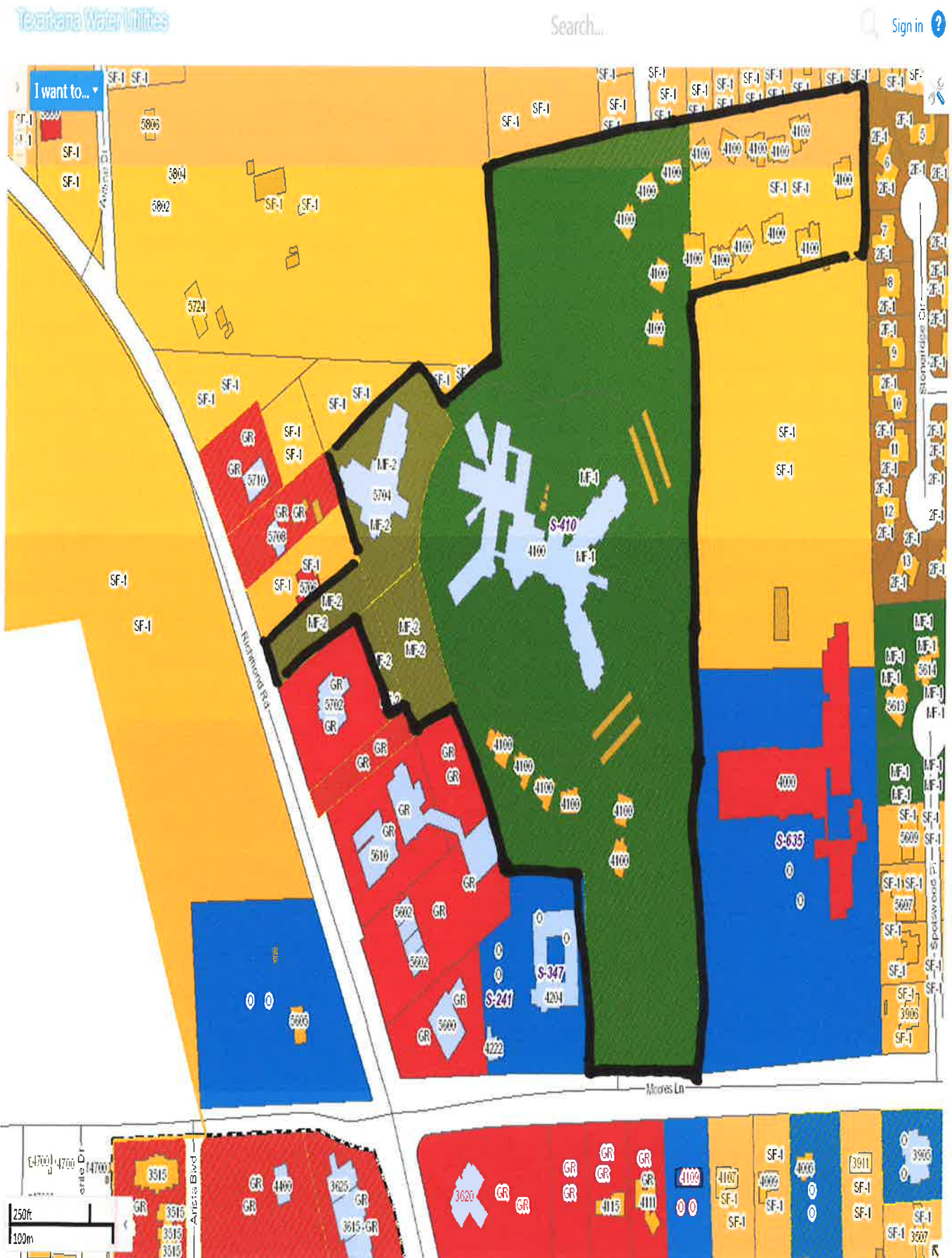
[illegible]

D2 Project No:	12025.00
Stage:	BID ISSUE
Date:	OCTOBER 24, 2014
Scale:	As indicated
Dwg Name:	PHASE 1D - MAINTENANCE BUILDING
Dwg No.	

A4-2



Attachment: Maps for Ord. No. 2015-033 (1285 : Ord. No. 2015-033 - site plan approval at 4100 Moores Lane)



Attachment: Maps for Ord. No. 2015-033 (1285 : Ord. No. 2015-033 - site plan approval at 4100 Moores Lane)



6.4.d

Attachment: Maps for Ord. No. 2015-033 (1285 : Ord. No. 2015-033 - site plan approval at 4100 Moores Lane)



WALKER STRUCTURAL ENGINEERING
1750 North Collins Blvd., Suite 118
Richardson, TX 75080
(972) 680-0574

A0-2



Attachment: Maps showing location of prop. bldg. (1285 : Ord. No. 2015-033 - site plan approval at 4100 Moores Lane)



Attachment: Maps showing location of prop. bldg. (1285 : Ord. No. 2015-033 - site plan approval at 4100 Moores Lane)



Attachment: Maps showing location of prop. bldg. (1285 : Ord. No. 2015-033 - site plan approval at 4100 Moores Lane)

View from where the Maintenance Shop will sit.



City of Texarkana, Texas

Version: F

Update Date: 3/19/2015 1:32 PM

Briefing Sheet

Lead Department: Assistant City Manager **Action Officer:** Pam Burns, Municipal Clerk
Subject: Ordinance No. 2015-035 adopting and enacting a revised Code of Ordinances for the City of Texarkana, Texas.
Briefing: 3/23/2015 **Public Hearing:** 4/13/2015 **Second Briefing:** April 27, 2015 **Council Vote:** 5/11/2015

Item Schedule

Schedule 1: Brief twice - vote once (six weeks)

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

The City Council of Texarkana, Texas by Ordinance 36-61, passed and approved on June 19, 1961, adopted and enacted a new Code of Ordinances which, with exceptions, functioned as a new and original comprehensive ordinance that superseded all other general and permanent ordinances passed by the City Council on or before May 9, 1961.

City staff, collaborating with Municipal Code Corporation, have completed a topic-by-topic review and revision of the City's current Code of Ordinances, which includes over a half-century of amendments to the Code, for the purpose of improving accessibility by rearranging certain provisions, using a format and numbering system to facilitate citation and future expansion, and eliminating duplicate, obsolete, expired, and superseded provisions. <http://www.ci.texarkana.tx.us/513/Proposed-Code-of-Ordinances-Recodificati>

The revised Code of Ordinances makes primarily no substantive changes and other changes in compliance with Texas law or Council action, such as adoption of a master fee schedule (see Res. No. 2014-083) which allows for replacing dollar-specific fee information within Code provisions by reference to the Council-adopted fee schedule.

This will require 2 readings of the ordinance. The first reading will be at the first briefing and the second reading when the City Council votes on this item.

Potential Options:

- Approve or deny the adoption of the revised and reorganized Code of Ordinance.

Fiscal Implications:

Substantial savings should be realized once this new Code has been adopted by reducing the number of supplement pages required to continually bring sections of the old Code in line with State Statute and current City needs.

Staff Recommendation:

City of Texarkana, Texas

The following City Staff in collaboration with Jeff Lewis, Retained Legal Counsel and Municode representative, Jim Jenkins, spent numerous hours reviewing and organizing the new Code in the best interest of the citizens of Texarkana, Texas: John Whitson, Shirley Jaster, Deborah Jones, Jennifer Evans, Pam Burns, Dan Shiner, Charles Kriedler, Mike Harris, Eric Schlotter, Chris Black, Daphnea Ryan, Robby Robertson, Kyle Dooley, Charlie Bassett, Bill King, Jim Powell, and David Orr.

Advisory Board/Committee Review:

NONE

Board/Committee Recommendation:

NOT APPLICABLE

Advisory Board/Committee Meeting Date and Minutes:

NOT APPLICABLE

Attachments

- a. 2015-035 ORD Municode Recod Ord (jcl rev 3-11-2015) (DOC)
- b. 2015-035 Goals & Perspectives (DOCX)

Staff Coordination

Assistant City Manager	Shirley Jaster	Department Head Review	
Completed	03/12/2015 4:20 PM		
Finance Department	Charlie Bassett	Finance Review	Completed 03/19/2015
10:16 AM			
Assistant City Manager	Shirley Jaster	Assistant City Manager	
Review	Completed	03/19/2015 1:29 PM	
Public Information Officer	Lisa Thompson	PIO Review	Completed
	03/19/2015 1:30 PM		
City Manager	John Whitson	City Manager Review	Completed 03/19/2015
1:32 PM			
City Council	Pam Burns	Meeting	Pending 03/23/2015
6:00 PM			

Meeting History

PUBLISH

ORDINANCE NO. 2015-035

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS; ADOPTING AND ENACTING A REVISED CODE OF ORDINANCES FOR THE CITY OF TEXARKANA, TEXAS; PROVIDING AN EFFECTIVE DATE OF SUCH CODE; PROVIDING A PENALTY FOR THE VIOLATION THEREOF; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR THE REPEAL OF CERTAIN ORDINANCES NOT INCLUDED IN THE CODE EXCEPT AS PROVIDED IN THE CODE; PROVIDING FOR THE MANNER OF AMENDING THE CODE; PROVIDING FOR PUBLICATION OF PUBLIC NOTICE; AND ESTABLISHING AN EFFECTIVE DATE FOR THIS ORDINANCE.

WHEREAS, pursuant to Ordinance No. 36-61, passed and approved on June 19, 1961, the City Council of the City of Texarkana, Texas, adopted and enacted a new Code of Ordinances which, with exceptions, functioned as a new and original comprehensive ordinance that superseded all other general and permanent ordinances passed by the City Council on or before May 9, 1961; and

WHEREAS, City staff, collaborating with Municipal Code Corporation, have completed a topic-by-topic review and revision of the City's current Code of Ordinances, which includes over a half-century of amendments to the Code, for the purpose of improving accessibility by rearranging certain provisions, using a format and numbering system to facilitate citation and future expansion, and eliminating duplicate, obsolete, expired, and superseded provisions; and

WHEREAS, the revised Code of Ordinances makes primarily nonsubstantive changes and other changes in compliance with Texas law or Council action, such as adoption of a master fee schedule (see Res. No. 2014-083) which allows for replacing dollar-specific fee information within Code provisions by reference to the Council-adopted fee schedule.

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

SECTION 1: "The Code of General Ordinances, City of Texarkana, Texas," submitted in published form by Municipal Code Corporation, consisting of chapters 1 through 45, each inclusive, contained within electronic media attached to this Ordinance and incorporated herein by reference for all purposes, hereinafter referred to as "the Code", is hereby adopted and enacted. The City Council finds and determines that any applicable hearing and notice requirements have been met for passage and approval of this Ordinance. All provisions of the Code shall be in full force and effect from and after May 22, 2015.

PUBLISH

SECTION 2. All ordinances of a general and permanent nature enacted on or before January 26, 2015, and not otherwise included, recognized, or continued in force by general or specific reference or exception in the Code, are repealed, except as hereinafter provided. This Section 2 shall not be construed to revive any ordinance or part thereof that has been repealed by a subsequent ordinance which is repealed by this Ordinance.

SECTION 3. Section 2 of this Ordinance shall not be construed to repeal or otherwise affect any of the following:

- (1) Any offense or act committed or done, any penalty or forfeiture incurred, or any contract or right established or accruing before the effective date of this Code;
- (2) Any ordinance or resolution promising or guaranteeing the payment of money for the city or authorizing the issuance of any bonds of the city or any evidence of the city's indebtedness;
- (3) Any contract or obligation assumed by the city;
- (4) Any ordinance or resolution establishing or fixing the salary of any city officer or employee, unless superseded;
- (5) Any ordinance or resolution establishing or fixing retirement and pension plans, benefits, personnel policy, civil service rules and regulations, and/or administrative procedures for city officers or employees not otherwise enumerated in this Code;
- (6) Any right of franchise granted by the city to any person, firm, or corporation;
- (7) Any ordinance or resolution dedicating, naming, establishing, locating, relocating, closing, opening, widening, paving, vacating or encumbering, etc., any street, sidewalk, public right-of-way, or public property in the city or owned by the city, including any City Council-approved special exceptions to public rights-of-way and agreements incident thereto;
- (8) Any ordinance or resolution establishing and prescribing the street grades of any street in the city;
- (9) Any appropriation ordinance;
- (10) Any ordinance or resolution which, by its own terms, is effective for a stated or limited term;
- (11) Any ordinance or resolution providing for local improvements and assessing taxes therefor;
- (12) Any ordinance rezoning specific property or amending the zoning map;
- (13) Any ordinance or resolution dedicating or accepting any subdivision plat or providing for subdivision regulations;
- (14) Any ordinance or resolution describing or altering the boundaries of the City or annexing property to the City;

PUBLISH

- (15) The ordinances or resolutions of the City not in conflict or inconsistent with the provisions of this Code;
- (16) Any ordinance levying or imposing taxes not included in this Code;
- (17) Any ordinance or regulation prescribing traffic regulations for specific locations concerning through streets, parking limitations, parking prohibitions, one-way traffic, limitations on loads of vehicles or loading zones, not in conflict or inconsistent with this Code;
- (18) Any ordinance or resolution of agreement with another political subdivision, special district, or authority;
- (19) Pertaining to any specific election, or the calling of regular or special elections, or promulgating the results of such elections;
- (20) Any ordinance or resolution establishing or imposing any municipal rates, charges or fees for the city, that are not otherwise enumerated in this Code;
- (21) Any ordinance or resolution, or part thereof, which is listed on or transferred to the traffic register as continuing in effect;
- (22) Any ordinance or resolution establishing water and sewer rates, customer fees and deposits, penalties, tapping charges, service charges, sewer and industrial pretreatment services, and any other rates, fees or charges pertaining to water and sewer service;
- (23) Any ordinance or regulation establishing, prescribing, and/or modifying records management or records retention policies or rules;
- (24) Any other ordinance or resolution, or part thereof, which is not of a general and permanent nature; or which is referred to elsewhere in this Code as continuing in effect.
- (25) Any ordinance relating to the creation or establishment of any authority, commission, or board, including any ordinance adopting, approving, amending or repealing rules and regulations of any such authority, commission, or board; and
- (27) Any ordinance enacted after January 26, 2015.

SECTION 4. Unless another penalty is expressly provided, every person convicted of a violation of any provision of the Code or any ordinance, rule or regulation adopted or issued in pursuance thereof shall be punished by a fine not exceeding five hundred dollars (\$500.00); except violations of municipal ordinances that govern fire, safety, zoning, public health and sanitation, including dumping of refuse, vegetation and litter violations in which the maximum fine shall be two thousand dollars (\$2,000.00) for each offense. Each act of violation and each day upon which any such violation shall continue or occur shall constitute a separate offense. The penalty provided by this section, unless another penalty is expressly provided, shall apply to the amendment of any Code section, whether or not such penalty is reenacted in the amendatory ordinance. In addition to the penalty prescribed above, the City may pursue other remedies such as abatement of nuisances, injunctive relief and revocation of licenses or permits.

PUBLISH

SECTION 5. Additions or amendments to the Code when passed in such form as to indicate the intention of the City to make the same a part of the Code shall be deemed to be incorporated in the Code, so that reference to the Code of Ordinances of the City of Texarkana shall be understood and intended to include such additions and amendments.

SECTION 6. Ordinances adopted after January 26, 2015, which amend or refer to ordinances that have been codified in the Code, shall be construed as if they amend or refer to like provisions of the Code.

SECTION 7: The parenthetical notes within the Code referencing source ordinances or amendments are editorially prepared only to preserve the historical background and shall not be construed as a substantive addition to the pertinent Code provision.

SECTION 8: A copy of the Code shall be kept on file in the office of the City Secretary in such form as the City Secretary may deem expedient. The City Secretary or a designee of the City Secretary shall update the Code to include all amendments or ordinances which the City Council intends to make a part of the Code and to extract all provisions which may be repealed by the City Council.

SECTION 9: The City Secretary be and is hereby directed to publish the caption of this Ordinance for three (3) successive days in the Texarkana Gazette within ten (10) days of the passage of this Ordinance, as provided in Article XI, Section 3 of the Charter of the City of Texarkana, Texas.

SECTION 10: In case a section, clause, sentence or part of this Ordinance shall be deemed or adjudged by a Court of competent jurisdiction to be invalid, then such invalidity shall not affect, impair or invalidate the remainder of this Ordinance.

SECTION 11: This Ordinance, upon publication as provided herein, shall be in full force and effect ten (10) days after its passage and approval. The City Council orders publication of the Code following the date this Ordinance shall be in full force and effect.

FIRST READING APPROVED in Regular Council Session on March 23, 2015.

BOB BRUGGEMAN, MAYOR

ATTEST:

JENNIFER EVANS, CITY SECRETARY

PUBLISH

SECOND READING PASSED AND APPROVED in Regular Council Session on May 11, 2015.

BOB BRUGGEMAN, MAYOR

ATTEST:

JENNIFER EVANS, CITY SECRETARY

Certificate of Adoption

I hereby certify that the foregoing is a true copy of the ordinance passed at the regular meeting of the City Council, held on the 11th day of May, 2015.

JENNIFER EVANS, CITY SECRETARY

City of Texarkana, Texas

Developing Perspectives and Goals Pending Approval by the City Council:

Perspectives	Goals
Serve the Community	☐ Promote an Environmentally Sensitive & Livable Community ☐ Provide a Safe Community ☒ Deliver Quality Services ☐ Foster a Healthy Community
Run the Operations	☐ Enhance Community Preparedness & Responsiveness ☐ Maximize Partnership Opportunities ☒ Provide Courteous & Responsive Customer Service ☒ Model a Positive City Image ☒ Deliver Efficient Services ☐ Cultivate Community Involvement & Access
Manage the Resources	☒ Maintain Fiscal Strength ☐ Maximize Utilization & Resources ☐ Invest in Infrastructure & Transportation
Develop Personnel	☐ Develop a Skilled & Diverse Workforce ☐ Create a Positive & Rewarding Work Culture

Perspectives and Goals Additional Comments:

NONE

Resource Impact:

Staff time required if item is approved: Low

Other Potential Impacts:

NONE APPLICABLE

Public Information Plan:

☐	Newspaper Notice (Required by Statute)	☐	Public Hearing (Required by Statute)
☒	Public Forum/Input Session	☒	Press Release
☒	E-News Distribution	☒	Website Notice
☒	Social Media (Twitter, Facebook, etc.)	☐	Special Mailing
☐	Flyers Posted	☐	Banners Posted
☐	Survey	☐	Automated Phone Call
☐	None Required	☐	

Other:

City of Texarkana, Texas

Version: H

Update Date: 3/19/2015 1:27 PM

Briefing Sheet

Lead Department: Assistant City Manager **Action Officer:** Pam Burns, Municipal Clerk
Subject: Ordinance No. 2015-036 adopting and enacting a Land Development Code for the City of Texarkana, Texas.
Briefing: 3/23/2015 **Public Hearing:** 4/13/2015 **Second Briefing:** April 27, 2015 **Council Vote:** 5/11/2015

Item Schedule

Schedule 1: Brief twice - vote once (six weeks)

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

During the process of reviewing and revising the City's Code of Ordinances (see Ord. 2015-035), City staff, collaborating with Municipal Code Corporation, compiled a non-substantive revision and update of the provisions of the City's zoning ordinances to be published in a separate section of the Code of Ordinances, titled "Land Development Code of the City of Texarkana, Texas." Please use this link to view the document <http://www.ci.texarkana.tx.us/513/Proposed-Code-of-Ordinances-Recodificati>

Publishing zoning ordinances with the Code of Ordinances will improve accessibility, using a similar format and numbering system as other municipal code provisions.

The Planning and Zoning Commission held a public hearing on the codification of the zoning ordinances and recommends the City Council's approval of the "Land Development Code of the City of Texarkana, Texas."

Notice for the City Council's public hearing on this proposed ordinance, which contained the date, time, and place of the hearing and the nature of the subject to be considered, has been given by publication in a newspaper of general circulation in the City of Texarkana, Texas, not less than fifteen days before the hearing.

This ordinance requires 2 readings. The first reading will be at the first briefing and the second reading when the City Council votes on the item.

Potential Options:

- Approve or deny this request

Fiscal Implications:

Substantial savings should be realized to bring the full zoning ordinance into the Land Development Code of Ordinances. Allowing the public to see the entire governing ordinances of the City in one web portal for better transparency.

City of Texarkana, Texas

Staff Recommendation: of the City of Texarkana, Texas.”

Staff recommends for the approval of the “Land Development Code of the City of Texarkana, Texas.”

Advisory Board/Committee Review:

Planning and Zoning Commission

Board/Committee Recommendation:

The Planning and Zoning Commission held a public hearing on the codification of the zoning ordinances and recommends the City Council's approval of the "Land Development Code of the City of Texarkana, Texas.”

Advisory Board/Committee Meeting Date and Minutes:

April 6, 2015

Attachments

- a. 2015-036 ORD Municode Recod Land Devlp Ord (jcl rev 3-11-2015) (DOC)
- b. 2015-036 Goals & Perspectives (DOCX)

Staff Coordination

Assistant City Manager	Shirley Jaster	Department Head Review
Completed	03/12/2015 4:19 PM	
Finance Department	Charlie Bassett	Finance Review
4:43 PM	Completed	03/12/2015
Assistant City Manager	Shirley Jaster	Assistant City Manager
Review	Completed	03/19/2015 9:35 AM
Public Information Officer	Lisa Thompson	PIO Review
03/19/2015 9:36 AM	Completed	
City Manager	John Whitson	City Manager Review
1:27 PM	Completed	03/19/2015
City Council	Pam Burns	Meeting
6:00 PM	Pending	03/23/2015

Meeting History

PUBLISH

ORDINANCE NO. 2015-036

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS; ADOPTING AND ENACTING A LAND DEVELOPMENT CODE FOR THE CITY OF TEXARKANA, TEXAS; PROVIDING A PENALTY FOR THE VIOLATION THEREOF; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR THE REPEAL OF CERTAIN ORDINANCES NOT INCLUDED IN THE LAND DEVELOPMENT CODE EXCEPT AS PROVIDED THEREIN; PROVIDING FOR THE MANNER OF AMENDING THE LAND DEVELOPMENT CODE; PROVIDING FOR PUBLICATION OF PUBLIC NOTICE; AND ESTABLISHING AN EFFECTIVE DATE FOR THIS ORDINANCE.

WHEREAS, in the process of reviewing and revising the City's Code of Ordinances (see Ord. No. 2015-035), City staff, collaborating with Municipal Code Corporation, compiled a nonsubstantive revision and update of the provisions of the City's zoning ordinances to be published in a separate section of the Code of Ordinances, titled "Land Development Code of the City of Texarkana, Texas"; and

WHEREAS, the purpose of publishing zoning ordinances with the Code of Ordinances is to improve accessibility, using a similar format and numbering system as other municipal code provisions; and

WHEREAS, the Planning and Zoning Commission held a public hearing on the codification of the zoning ordinances and recommends the City Council's approval of the "Land Development Code of the City of Texarkana, Texas"; and

WHEREAS, notice for the City Council's public hearing on this proposed ordinance, which contained the date, time, and place of the hearing and the nature of the subject to be considered, has been given by publication in a newspaper of general circulation in the City of Texarkana, Texas, not less than fifteen days before the hearing.

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

SECTION 1: The "Land Development Code of the City of Texarkana, Texas," submitted in published form by Municipal Code Corporation, consisting of chapters 100 through 140, each inclusive, contained within electronic media attached to this Ordinance and incorporated herein by reference for all purposes, hereinafter referred to as "the Land Development Code", is hereby adopted and enacted. The City Council finds and determines that any applicable hearing and notice requirements have been met for passage and approval of this Ordinance. All provisions of the Land Development Code shall be in full force and effect from and after May 22, 2015.

PUBLISH

SECTION 2. All ordinances of a general and permanent nature enacted on or before January 26, 2015, and not otherwise included, recognized, or referenced in the Land Development Code, are repealed. This Section 2 shall not repeal non-codified ordinances continued in force by reference or exception in the Land Development Code, nor shall it be construed to revive any ordinance or part thereof that has been repealed by an ordinance subject to this repealer clause.

SECTION 3: Unless another penalty is expressly provided, every person convicted of a violation of any provision of the Land Development Code or any ordinance, rule or regulation adopted or issued in pursuance thereof shall be punished by a fine not exceeding five hundred dollars (\$500.00); except violations of municipal ordinances that govern fire, safety, zoning, public health and sanitation, including dumping of refuse, vegetation and litter violations in which the maximum fine shall be two thousand dollars (\$2,000.00) for each offense. Each act of violation and each day upon which any such violation shall continue or occur shall constitute a separate offense. The penalty provided by this section, unless another penalty is expressly provided, shall apply to the amendment of any Land Development Code section, whether or not such penalty is reenacted in the amendatory ordinance. In addition to the penalty prescribed above, the City may pursue other remedies such as abatement of nuisances, injunctive relief and revocation of licenses or permits.

SECTION 4. Additions or amendments to the Land Development Code, when passed in such form as to indicate the intention of the City to make the same a part of the Land Development Code, shall be deemed to be incorporated in the Land Development Code, so that reference to the Land Development Code includes the additions and amendments.

SECTION 5. Ordinances adopted after January 26, 2015, which amend or refer to ordinances that have been codified in the Land Development Code, shall be construed as if they amend or refer to like provisions of the Land Development Code.

SECTION 6: The parenthetical notes within the Land Development Code referencing source ordinances or amendments are editorially prepared only to preserve the historical background and shall not be construed as a substantive addition to the pertinent Land Development Code provision.

SECTION 7: A copy of the Land Development Code shall be kept on file in the office of the City Secretary in such form as the City Secretary may deem expedient. The City Secretary or a designee of the City Secretary shall update the Land Development Code to include all amendments or ordinances which the City Council intends to make a part of the Land Development Code and to extract all provisions which may be repealed by the City Council.

SECTION 8: The City Secretary be and is hereby directed to publish the caption of this Ordinance for three (3) successive days in the Texarkana Gazette within ten (10) days of the passage of this Ordinance, as provided in Article XI, Section 3 of the Charter of the City of Texarkana, Texas.

PUBLISH

SECTION 9: In case a section, clause, sentence or part of this Ordinance shall be deemed or adjudged by a Court of competent jurisdiction to be invalid, then such invalidity shall not affect, impair, or invalidate the remainder of this Ordinance.

SECTION 10: This Ordinance, upon publication as provided herein, shall be in full force and effect ten (10) days after its passage and approval. The City Council orders publication of the Land Development Code following the date this Ordinance shall be in full force and effect.

FIRST READING APPROVED in Regular Council Session on March 23, 2015.

BOB BRUGGEMAN, MAYOR

ATTEST:

JENNIFER EVANS, CITY SECRETARY

SECOND READING PASSED AND APPROVED in Regular Council Session on May 11, 2015.

BOB BRUGGEMAN, MAYOR

ATTEST:

JENNIFER EVANS, CITY SECRETARY

PUBLISH

Certificate of Adoption

I hereby certify that the foregoing is a true copy of the ordinance passed at the regular meeting of the City Council, held on the 11th day of May, 2015.

JENNIFER EVANS, CITY SECRETARY

City of Texarkana, Texas

Developing Perspectives and Goals Pending Approval by the City Council:

Perspectives	Goals
Serve the Community	☐ Promote an Environmentally Sensitive & Livable Community ☐ Provide a Safe Community ☒ Deliver Quality Services ☐ Foster a Healthy Community
Run the Operations	☐ Enhance Community Preparedness & Responsiveness ☐ Maximize Partnership Opportunities ☒ Provide Courteous & Responsive Customer Service ☒ Model a Positive City Image ☒ Deliver Efficient Services ☐ Cultivate Community Involvement & Access
Manage the Resources	☒ Maintain Fiscal Strength ☐ Maximize Utilization & Resources ☐ Invest in Infrastructure & Transportation
Develop Personnel	☐ Develop a Skilled & Diverse Workforce ☐ Create a Positive & Rewarding Work Culture

Perspectives and Goals Additional Comments:

NONE

Resource Impact:

Staff time required if item is approved: Low

Other Potential Impacts:

NONE APPLICABLE

Public Information Plan:

☐	Newspaper Notice (Required by Statute)	☐	Public Hearing (Required by Statute)
☒	Public Forum/Input Session	☒	Press Release
☒	E-News Distribution	☒	Website Notice
☒	Social Media (Twitter, Facebook, etc.)	☐	Special Mailing
☐	Flyers Posted	☐	Banners Posted
☐	Survey	☐	Automated Phone Call
☐	None Required	☐	

Other:

City of Texarkana, Texas

Version: B

Update Date: 2/26/2015 11:08 AM

Briefing Sheet

Lead Department: Public Works Department **Action Officer:** Dusty Henslee,
Resolution No. 2015-024 accepting a bid and authorizing the City Manager to
Subject: enter into a contract for the asbestos abatement for ten (10) structures on the
City Council's Top Forty (40) Demolition List.

Briefing: 3/23/2015 **Public Hearing:** 3/23/2015 **Second Briefing:** April 13, 2015 **Council Vote:** 4/27/2015

Item ScheduleSchedule 1: Brief twice - vote once (six weeks)**Updates/History of Briefing:**

NOT APPLICABLE

Executive Summary and Background Information:

The City has a contract with ERI Consulting, Inc. to provide asbestos abatement services. This agreement requires ERI to solicit bids to hire an asbestos abatement contractor and to monitor this process throughout the project. The City requested ERI to solicit bids for 10 structures on the Council's Top 40 Demolition List that were determined to have asbestos present. These are the last structures on the Council's Top 40 that will need asbestos abatement. Once this is completed, these structures will be ready to demolish. ERI received 3 bids for this: Air Quality Associates, Inc. for \$58,333.00, Cactus Abatement and Demolition, LLC for \$63,900.00, and Mooring for \$65,000.00. ERI has submitted a letter recommending Air Quality Associates, Inc. be awarded this project. They have worked with this company in the past and are confident in their ability to complete the work. Below is a list of the houses:

1. 1615 Nolthenius St.
2. 1818 W. 15th St.
3. 2209 W. 17th St.
4. 600 Richmond Rd.
5. 602 Richmond Rd.
6. 612 Melton St.
7. 616 Wilson St.
8. 703 Blanton St.
9. 606 Connella St.
10. 403 Robbins St.

These are the last structures on the Council's Top 40 Demolition List that need asbestos abatement.

Potential Options:

- Accept bid by Air Quality Associates, Inc.
- Reject bid by Air Quality Associates, Inc.

City of Texarkana, Texas

Fiscal Implications:

Funding for this will come from the \$200,000 Council has set aside in the General Fund for Fiscal Year 2015.

Staff Recommendation:

Staff recommends accepting bid from Air Quality Associates, Inc.

Advisory Board/Committee Review:

NONE

Board/Committee Recommendation:

NOT APPLICABLE

Advisory Board/Committee Meeting Date and Minutes:

NOT APPLICABLE

Attachments

- a. Goals & Perspectives (DOCX)
- b. ERI Consulting Recommendation Letter & Bid Comparison (PDF)
- c. Exhibit A-Air Quality Associates, Inc Bid (PDF)
- d. Resolution No. 2015-024 (DOC)

Staff Coordination

Public Works Department	Kyle Dooley	Department Head Review	
Completed	02/26/2015 11:10 AM		
Purchasing and Contracting	Sharon Moore	Review	Completed
	02/26/2015 11:15 AM		
Finance Department	Charlie Bassett	Finance Review	Completed 02/26/2015
	1:39 PM		
Public Information Officer	Lisa Thompson	PIO Review	Completed
	02/26/2015 1:48 PM		
Assistant City Manager	Shirley Jaster	Review	Completed
	02/26/2015 1:54 PM		
City Manager	John Whitson	City Manager Review	Completed 02/27/2015
	7:53 AM		
City Council	Jennifer Evans	Meeting	Completed 03/09/2015
	6:00 PM		

Meeting History

03/09/15 City Council MOVED FORWARD Next: 03/23/15
 Kyle Dooley briefed this item.

City of Texarkana, Texas

Developing Perspectives and Goals Pending Approval by the City Council:

Perspectives	Goals
Serve the Community	☒ Promote an Environmentally Sensitive & Livable Community ☒ Provide a Safe Community ☒ Deliver Quality Services ☒ Foster a Healthy Community
Run the Operations	☐ Enhance Community Preparedness & Responsiveness ☐ Maximize Partnership Opportunities ☒ Provide Courteous & Responsive Customer Service ☒ Model a Positive City Image ☒ Deliver Efficient Services ☐ Cultivate Community Involvement & Access
Manage the Resources	☐ Maintain Fiscal Strength ☐ Maximize Utilization & Resources ☐ Invest in Infrastructure & Transportation
Develop Personnel	☐ Develop a Skilled & Diverse Workforce ☐ Create a Positive & Rewarding Work Culture

Perspectives and Goals Additional Comments:

NONE

Resource Impact:

Staff time required if item is approved: No Additional

Other Potential Impacts:

NONE APPLICABLE

Public Information Plan:

☐ Newspaper Notice (Required by Statute)	☐ Public Hearing (Required by Statute)
☐ Public Forum/Input Session	☐ Press Release
☐ E-News Distribution	☐ Website Notice
☐ Social Media (Twitter, Facebook, etc.)	☐ Special Mailing
☐ Flyers Posted	☐ Banners Posted
☐ Survey	☐ Automated Phone Call
☐ None Required	☐

Other:

ERI Consulting, Inc. will provide asbestos abatement notifications to Texas Department of State Health Services. They will also provide all services required for this abatement project.



ERI CONSULTING, INC.

P. O. Box 2024, Tyler, Texas 75710
 2026 Republic Drive, Suite A, Tyler, Texas 75701
 Ph: (903) 534-5001 Fax: (903) 534-8701
 TBPE Firm # F-1787
www.ericonsulting.com

February 16, 2015

Ms. Laura Puckett, Administrative Coordinator
 Stormwater Management
 Dept. Engineering & Infrastructure
 City of Texarkana, Texas
 220 Texas Blvd.
 Texarkana, Texas 75501
 Office: (903) 798-3948
 Fax: (903) 792-6419
 Email: laura.puckett@txkusa.org

RE: ES#15-098 - #15-107, Pre-demolition Asbestos Abatement - Multiple Residential Structures (10 Houses)

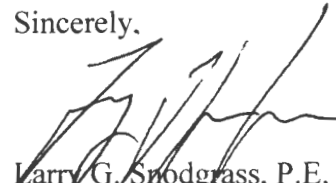
Dear Ms. Puckett:

Air Quality Associates, Inc. (AQA) was the low bidder on the above referenced project. We recommend they be awarded the project, in the contract amount of \$58,333.00.

We have worked with AQA on projects in the past, including a similar project for the City of Texarkana, and we are confident in their ability to complete the work as scheduled. As soon as you notify us of the City's decision on the contractor, we will prepare contracts and schedule the work.

We look forward to working with you on this project. If you should have any questions, please call me at 903-534-5001.

Sincerely,



Larry G. Snodgrass, P.E.
 President

lgs/ma
 cc: AQA

Attachment: ERI Consulting Recommendation Letter & Bid Comparison [Revision 1] (1269 : Res No. 2015-024 Accept bid for asbestos

Submitted to:
Laura Puckett
City of Texarkana, Texas
P.O. Box 1967, Texarkana, Texas

ERI Consulting, Inc.
Asbestos Abatement Bid Tabulation
CITY OF TEXARKANA, TEXAS
(10 houses) ES#15-098 - 15-107

7.1.b

Contractor	Total Quote
Air Quality Associates	\$58,333.00
Cactus Abatement & Demolition	\$63,900.00
Mooring	\$65,000.00
ERI Estimate	\$59,950.00

Attachment: ERI Consulting Recommendation Letter & Bid Comparison [Revision 1] (1269 : Res No.



Air Quality Associates, Inc.
3933 FM 344 E, Tyler, Texas 75703
Phone/Fax: 903-592-7316

February 13, 2015

Proposal #2014-3191A

City of Texarkana
Attn: Laura Puckett
Administrative Coordinator
Demolition Department
Engineering & Infrastructure
220 Texas Blvd
Texarkana, Texas 75501
Laura.puckett@txkusa.org
cc: mary@ericonsulting.com

RE: Proposal –Asbestos Abatement –Multiple Residential Structures, 10 Houses, Texarkana, Texas

We propose to furnish all labor, tools, materials, and equipment necessary for asbestos removal as noted in the scope of work below. All work performed by AQA, Inc. will be done in strict compliance with OSHA, EPA and state guidelines governing asbestos projects.

Scope of Work:

- + Removal and disposal of 750 sf of ACM flooring from 1615 Nolthenius St.
- + Removal and disposal of 3,000 sf of ACM Sheetrock wall/ceiling and 75 sf ACM flooring from 1818 W. 15th St.
- + Removal and disposal of 1,650 sf of ACM sheetrock wall/ceiling from 2209 W. 17th St.
- + Removal and disposal of 1,400 sf of ACM exterior cement panel siding from 600 Richmond St.
- + Removal and disposal of 650 sf of ACM exterior cement panel siding from 602 Richmond St.
- + Removal and disposal of 4,000 sf of ACM sheetrock wall/ceiling from 612 Melton St.
- + Removal and disposal of 175 sf of ACM ceiling surfacing from 616 Wilson St.
- + Removal and disposal of 5,100 sf of ACM sheetrock wall/ceiling from 703 Blanton St.
- + Removal and disposal of 1,300 sf of ACM flooring materials from 606 Connella St.
- + Removal and disposal of 3,500 sf of ACM sheetrock wall/ceiling and 180 sf ACM flooring from 403 Robbins St.

The lump sum offered for this project is \$58,333.00 (Fifty-eight thousand three hundred thirty-three dollars and 00/100)

NOTE: Lump sum does not include TDH notification fees or consulting fees. Terms: Net 10 days/No retainage accepted/Price good for 30 days from the above date. Work to be performed Monday-Friday between 8am-5pm. No holiday or weekend work is included in this quote. All ACM waste to be disposed according to state regulations. Power and water utilities to be provided as per specifications. Any revision to schedule or quantities of removal could result in an additional work order.

We appreciate the opportunity to quote you on this project. If you have any questions, please feel free to contact me at (903) 592-7316. Upon acceptance, please sign and fax back to (903) 592-7219.

Sincerely,

Paula Anderson
Operations Manager
paula@aqatexas.com

Acceptance Date: _____ Approval Signature: _____

Printed Name: _____

RESOLUTION NO. 2015 - 024

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, ACCEPTING A BID AND AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH AIR QUALITY ASSOCIATES, INC. FOR ASBESTOS ABATEMENT OF TEN STRUCTURES ON THE COUNCIL'S TOP FORTY (40) DEMOLITION LIST IN AN AMOUNT NOT TO EXCEED FIFTY-EIGHT THOUSAND THREE HUNDRED THIRTY-THREE DOLLARS AND NO/100 (\$58,333.00); AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City requested ERI Consulting, Inc. to solicit bids for asbestos abatement of ten (10) structures on the Council's Top Forty (40) Demolition List that were determined to have asbestos present; and

WHEREAS, the bidder with the lowest and best bid was Air Quality Associates, Inc. of Tyler, Texas in an amount not to exceed FIFTY EIGHT THOUSAND THREE HUNDRED THIRTY-THREE DOLLARS AND NO/100 (\$58,333.00) and

WHEREAS, funds are available for this service through the 2015 General Fund.

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

SECTION 1: That the bid submitted by Air Quality Associates, Inc. for asbestos abatement of ten (10) structures listed in exhibit "A" be and is hereby accepted.

SECTION 2: That the City Manager be and is hereby authorized to enter into a contract with Air Quality Associates, Inc. in an amount not to exceed FIFTY EIGHT THOUSAND THREE HUNDRED THIRTY-THREE DOLLARS AND NO/100 (\$58,333.00).

SECTION 3: That this Resolution shall be in full force and effect from and after its passage and approval.

PASSED AND APPROVED in Regular Council Session on this the 27th day of April, 2015.

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

City of Texarkana, Texas

Version: G

Update Date: 2/17/2015 9:32 AM

Briefing Sheet

Lead Department: City Manager **Action Officer:** John Whitson, City Manager
Ordinance No. 2015-021 amending the FY15 Budget for personnel adjustments,
Subject: establishing the city's minimum salary level and adding a Health Inspector
position.
Briefing: 3/23/2015 **Public Hearing:** 3/9/2015 **Second Briefing:** March 23, 2015 **Council Vote:** 4/13/2015

Item Schedule

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

Pay Adjustment (ATTH 01):

According to the U.S. Census Bureau the per capita income in Texarkana, Texas is \$23,569. This the mean money income for all people 15 years old and over in a geographic area by the total population in the area (note – income is not collected for people under 15 years old even though those people are included in the denominator of per capita income).

No Texarkana civil service employee earns less than \$36,000 (152% of Texarkana per capita income). However, 148 general schedule employees are paid less than \$36,000 including 13 employees/positions who are paid less than \$20,000 (85% of Texarkana per capita income).

Setting the city's employee minimum pay at \$20,000 and increasing these 13 employees/positions pay to \$20,000 will require a \$21,350 increase in the annual operating budget. For the remainder of FY15 the budget adjustment will be \$9,850.

Current Year Budget Requirement:

\$ 9,850 Salary and Benefits

Recurring annual Budget Requirement:

\$21,350 Salary and Benefits

Health Inspector (New Position) (ATTH 03):

Currently the city has one Health Inspector position with an annual salary of \$38,000 (annual budget for salary and benefits = \$55,025). There are 363 permitted establishments to be inspected twice annually or 726 routine inspections to be performed. Some inspections take a few hours and some require a full day (supermarket with deli, bakery, meat/fish market which is four different inspections). The Health Inspector must also perform inspections in response to food service

City of Texarkana, Texas

complaints and conditions of food service facilities. The position will also require a vehicle, computer, and communications equipment.

Current Year Budget Requirement:

\$25,400	Salary and Benefits
\$40,000	Vehicle
<u>\$ 5,000</u>	Communications/Automation
\$70,400	Total FY15 Adjustment

Recurring annual Budget Requirement:

\$55,025	Salary and Benefits
<u>\$ 5,000</u>	Overhead Costs
\$60,025	Annual Budget

Chamber of Commerce Membership:

Currently the city is a member of the Chamber of Commerce at the "Chairman Level" paying \$15,000 annually from the General Fund. There are six levels of membership ranging from \$360 to \$15,000 in annual dues (see ATTH 02). The benefits of each level of membership have value to business entities but do not cater to government entity members. Chamber membership should greatly benefit the business members. Local government interaction with local businesses should likely be in a participatory fashion to show support of all local businesses, be they chamber members or not.

The city will likely be well served by a Business Level (\$360) membership and an Economic Development Council (\$1,000) membership and purchasing individual tickets to chamber events that are not included in these two memberships. The Chamber also performs a contracted function for the city promoting tourism paid from the Hotel Occupancy Taxes which will not be affected by a change in membership level. The city is also prepared to contract for other Chamber of Commerce provided services that meet identified public purpose needs.

Potential Options:

- Approve as recommended, or
- Approve pay adjustment and set minimum salary at \$20,000, or
- Approve the requested Health Inspector position, or
- Deny all requests

Fiscal Implications:

FY15 Budget Increase:

+\$ 9,850	Pay Adjustment
+\$25,400	Health Inspector position
<u>+\$45,000</u>	Equipment
+\$80,250	Total

Beyond FY15 (annual impact):

+\$21,350	Pay Adjustment
+\$60,025	Health Inspector
<u>-\$10,000</u>	Savings in change in Chamber of Commerce membership and participation
+\$71,375	Total

Staff Recommendation:

Approve as requested.

City of Texarkana, Texas

Advisory Board/Committee Review:

NONE

Board/Committee Recommendation:

NOT APPLICABLE

Advisory Board/Committee Meeting Date and Minutes:

NOT APPLICABLE

Attachments

- a. 2015-021 Goals & Perspectives (PDF)
- b. 2015-021 ATTH 01 Positions increased to \$20k Minimum Salary (PDF)
- c. 2015-021 ATTH 02 Chamber of Commerce Membership Information (PDF)
- d. 2015-021 ATTH 03 Health Inspector Justification (PDF)
- e. 2015-021 ORD FY15 Budget Amendment for Personnel Adjustments (PDF)

Staff Coordination

City Manager	John Whitson	Department Head Review	Completed	
	02/16/2015 1:30 PM			
Parks, Recreation & Health		Robby Robertson	Review	Completed
	02/16/2015 1:43 PM			
Public Works Department		Kyle Dooley	Review	Completed
	02/16/2015 1:52 PM			
Human Resources	Jim Powell	Review	Completed	02/16/2015
2:09 PM				
Finance Department	Charlie Bassett	Finance Review	Completed	02/16/2015
3:03 PM				
Assistant City Manager		Shirley Jaster	Review	Completed
	02/17/2015 9:13 AM			
Public Information Officer		Lisa Thompson	PIO Review	Completed
	02/17/2015 9:20 AM			
City Manager	John Whitson	City Manager Review	Completed	02/17/2015
9:40 AM				
City Council	Jennifer Evans	Meeting	Completed	02/23/2015
6:00 PM				

Meeting History

02/23/15	City Council	MOVED FORWARD	Next: 03/09/15
03/09/15	City Council	MOVED FORWARD	Next: 03/23/15
No citizen spoke at this public hearing.			

City of Texarkana, Texas

Developing Perspectives and Goals Pending Approval by the City Council:

Perspectives	Goals
Serve the Community	☐ Promote an Environmentally Sensitive & Livable Community ☒ Provide a Safe Community ☒ Deliver Quality Services ☒ Foster a Healthy Community
Run the Operations	☐ Enhance Community Preparedness & Responsiveness ☐ Maximize Partnership Opportunities ☒ Provide Courteous & Responsive Customer Service ☐ Model a Positive City Image ☒ Deliver Efficient Services ☐ Cultivate Community Involvement & Access
Manage the Resources	☐ Maintain Fiscal Strength ☐ Maximize Utilization & Resources ☐ Invest in Infrastructure & Transportation
Develop Personnel	☒ Develop a Skilled & Diverse Workforce ☐ Create a Positive & Rewarding Work Culture

Perspectives and Goals Additional Comments:

NONE

Resource Impact:

Staff time required if item is approved: No Additional

Other Potential Impacts:

NONE APPLICABLE

Public Information Plan:

☐	Newspaper Notice (Required by Statute)	☐	Public Hearing (Required by Statute)
x	Public Forum/Input Session	☐	Press Release
x	E-News Distribution	x	Website Notice
☐	Social Media (Twitter, Facebook, etc.)	☐	Special Mailing
☐	Flyers Posted	☐	Banners Posted
☐	Survey	☐	Automated Phone Call
☐	None Required	☐	

Other:

Budget Adjustment Required to Adjust to City Minimum Salary of \$20,000

	Department	Position	Current Salary	Minimum Salary	Salary Adjustment Required	Benefits Rate	Benefits Cost Increase	Total Cost Adjustment (Annual)	Cumulative Cost Adjustment	Per Pay Period	Remaining Pay Periods (FY15)	Required for FY15	Cumulative Cost Adjustment (FY15)
1	2203	Building Custodian	\$17,817.02	\$20,000.00	\$2,182.98	0.23457	\$512.06	\$2,695.04	\$2,695.04	\$103.66	12	\$1,243.87	\$1,243.87
2	2202	Laborer I	\$18,227.82	\$20,000.00	\$1,772.18	0.23457	\$415.70	\$2,187.88	\$4,882.92	\$84.15	12	\$1,009.79	\$2,253.71
3	1904	Laborer I	\$18,227.82	\$20,000.00	\$1,772.18	0.23457	\$415.70	\$2,187.88	\$7,070.80	\$84.15	12	\$1,009.79	\$3,263.50
4	1904	Laborer I	\$18,227.82	\$20,000.00	\$1,772.18	0.23457	\$415.70	\$2,187.88	\$9,258.68	\$84.15	12	\$1,009.79	\$4,273.29
5	1904	Laborer I	\$18,227.82	\$20,000.00	\$1,772.18	0.23457	\$415.70	\$2,187.88	\$11,446.56	\$84.15	12	\$1,009.79	\$5,283.08
6	1904	Laborer I	\$18,227.82	\$20,000.00	\$1,772.18	0.23457	\$415.70	\$2,187.88	\$13,634.44	\$84.15	12	\$1,009.79	\$6,292.87
7	1904	Laborer I	\$18,227.82	\$20,000.00	\$1,772.18	0.23457	\$415.70	\$2,187.88	\$15,822.32	\$84.15	12	\$1,009.79	\$7,302.66
8	2203	Building Custodian	\$18,354.70	\$20,000.00	\$1,645.30	0.23457	\$385.94	\$2,031.24	\$17,853.56	\$78.12	12	\$937.49	\$8,240.15
9	2308	Medical Records Clerk	\$19,435.52	\$20,000.00	\$564.48	0.23457	\$132.41	\$696.89	\$18,550.45	\$26.80	12	\$321.64	\$8,561.79
10	2306	Medical Records Clerk	\$19,436.04	\$20,000.00	\$563.96	0.23457	\$132.29	\$696.25	\$19,246.70	\$26.78	12	\$321.35	\$8,883.14
11	2301	Admn Receptionist (Health)	\$19,436.04	\$20,000.00	\$563.96	0.23457	\$132.29	\$696.25	\$19,942.95	\$26.78	12	\$321.35	\$9,204.49
12	2306	Medical Records Clerk	\$19,436.04	\$20,000.00	\$563.96	0.23457	\$132.29	\$696.25	\$20,639.20	\$26.78	12	\$321.35	\$9,525.84
13	2306	Medical Records Clerk	\$19,436.04	\$20,000.00	\$563.96	0.23457	\$132.29	\$696.25	\$21,335.44	\$26.78	12	\$321.35	\$9,847.19

Attachment: 2015-021 ATTH 01 Positions increased to \$20k Minimum Salary [Revision 3] (1265 : Ord No.

Chamber of Commerce Membership Levels and Associated Benefits

	Business Level	Associate Level	Corporate Level	Executive Level	Presidential Level	Chairman Level	City Value (0 - 5)
Dues	\$360	\$750	\$1,200	\$5,000	\$10,000	\$15,000	
Partnership Certificate	x	x	x	x	x	x	0
Two listings in the Partnership Directory & Community Profile	x	x	x	x	x	x	0
Advertising Opportunities in the Partnership Directory and Community Profile	x	x	x	x	x	x	0
One copy of the Partnership Directory & Community Profile	x	x	x	x	x	x	5
Chamber Online Directory Listing & Link	x	x	x	x	x	x	0
Access to Chamber Partnership Listings & mailing labels	x	x	x	x	x	x	0
Access to the Partners Only Section of the Chamber Website	x	x	x	x	x	x	0
First Hand Customer Referrals	x	x	x	x	x	x	0
Partner Only Opportunities for Chamber Brochure Rack Space	x	x	x	x	x	x	0
Partner Only Opportunities for Promotion Distribution at Tradeshows/Conventions	x	x	x	x	x	x	0
Weekly Chamber Business Blasts	x	x	x	x	x	x	5
Sponsorship Opportunities of the Weekly Chamber Business Blast	x	x	x	x	x	x	0
Partner to Partner Discount Program Opportunities	x	x	x	x	x	x	0
Invitations to Exclusive Chamber Events	x	x	x	x	x	x	5
Opportunity for Partner Referral Discounts	x	x	x	x	x	x	0
Ribbon cutting, Grand Opening, & Anniversary Celebration Promotion Opportunities	x	x	x	x	x	x	5
Business After hours Hosting Opportunities	x	x	x	x	x	x	0
Opportunity for all other Chamber Partner Sponsorships	x	x	x	x	x	x	0
Use of the Chamber Board and/or Legacy Room for meetings - Subject to availability	x	x	x	x	x	x	0
Certificates of Origin for International Trade	x	x	x	x	x	x	0
Unlimited Opportunities for Business Networking	x	x	x	x	x	x	5
Business Advocacy at the Local, County, State, and National Levels	x	x	x	x	x	x	5
Credibility & Visibility in the Texarkana Business Community	x	x	x	x	x	x	5
Membership Level recognition in the Partnership Directory & Community Profile		x	x	x	x	x	0
Membership Level recognition on the Chamber website		x	x	x	x	x	0
Up to two Locations listed as Partners		x			x	x	3
Copies of the Partnership Directory & Community Profile for all Locations		x	x	x	x	x	0
Membership Level recognition at the event of your choice		x	x	x	x	x	0
Annual membership of one employee in the GTYP		x			x	x	0
One Sponsorship of the Weekly Chamber Business Blasts to be used at any time		x	x		x	x	0
Up to three Locations listed as Partners			x		x	x	0
One ticket to the Chamber Annual Celebration			x		x	x	0
Premium Ad in the Partnership Directory & Community Profile w/opportunity for upgrade at 10% discount			x		x	x	0
Up to five Locations listed as Partners				x	x	x	0
Bronze Sponsorship of the Chamber Annual Celebration w/four seats				x	x	x	0
\$500 Sponsorship Credit for the Event of your choice, other than Annual Celebration				x	x	x	0
Annual membership of two employees in the GTYP				x	x	x	0
Quarter Page Ad in the Partnership Directory & Community Profile w/opportunity for upgrade at 10% discount				x	x	x	0
Three Sponsorships of the Weekly Chamber Business Blasts to be used at any time				x	x	x	0
Special Presidential Level Plaque					x		0
Up to ten Locations listed as Partners					x		0
Recognition on Presidential Signage at all Chamber Events					x		0
Annual Membership in the Chamber Economic Development Council					x	x	5
Two Golfers in the EDC Industry Appreciation Golf Tournament					x		0
Gold Sponsorship of the Chamber Annual Celebration (1 table)					x		0
\$1,500 Sponsorship Credit for the Event of your Choice, other than Annual Celebration					x		0
Half Page Ad in the Partnership Directory & Community Profile w/opportunity for upgrade at 10% discount					x		0
Annual membership of one employee in the Chamber Ambassadors					x	x	0
Annual membership of three employees in the GTYP					x		0
Five Sponsorships of the Weekly Chamber Business Blasts					x		0
Special Chairman's Plaque for all Locations						x	0
All locations in the Texarkana area listed as Partners						x	0
Recognition on Chairman Banner in the Chamber Lobby						x	0
Recognition on Chairman Banner at all Chamber Events						x	0
Four Golfers in the EDC Industry Appreciation Golf tournament						x	0
Chairman Level Sponsorship of Chamber Annual Celebration (2 tables)						x	0
Chairman Level Sponsorship for Every Chamber Event						x	0
Full Page Ad in the Partnership Directory & Community Profile w/opportunity for upgrade at 10% discount						x	0
Annual Breakfast with the President & Chairman of the Board						x	5
Annual membership of five employees in the GTYP						x	0
Recognition on all Weekly Chamber Business Blasts						x	0

PARTNERSHIP INFORMATION

Point your business in the
right direction!



TEXARKANA USA CHAMBER OF COMMERCE

Thank you for your interest in the Texarkana USA Chamber of Commerce! For more than a century we have been serving the business community through leadership, advocacy and networking, and we look forward to seeing how we can serve YOU.

The Chamber's powerful network of relationships provides access to resources that can help strengthen your business opportunities, help your business grow, and ultimately enhance member and community prosperity. Come join the organization that is here to promote, support, and advocate on behalf of the Texarkana business community!

We invite you to partner with us as we work diligently toward building the best economic climate possible for your growth and prosperity.

BUSINESS LEVEL \$360

Available for individuals promoting their business or profession and Businesses with no more than 20 employees.

Membership Dues: \$360

- Partnership Certificate (\$5 value)
- Two Listings in the Partnership Directory & Community Profile (\$360 value)
- Advertising Opportunities in the Partnership Directory & Community Profile (priceless)
- One copy of the Partnership Directory & Community Profile (\$20 value)
- Chamber Online Directory Listing & Link (\$360 value)
- Access to Chamber Partnership Listings & mailing labels (\$65 value)
- Access to the Partners Only Section of the Chamber Website (\$360 value)
- First hand Customer Referrals (priceless)
- Partner Only Opportunities for Chamber Brochure Rack Space (priceless)
- Partner Only Opportunities for Promotion Distribution at Tradeshow/Conventions (priceless)
- Weekly Chamber Business Blasts (priceless)
- Sponsorship Opportunities of the Weekly Chamber Business Blast (limitless)
- Partner to Partner Discount Program Opportunities (limitless)
- Invitations to Exclusive Chamber Events (priceless)
- Opportunity for Partner Referral Discounts (\$360 potential value)
- Ribbon Cutting, Grand Opening, & Anniversary Celebration Promotion Opportunities (\$250 value)
- Business After Hours Hosting Opportunities (\$600 potential value)
- Opportunity for all other Chamber Partner Sponsorships (limitless)
- Use of the Chamber Board and/or Legacy Room for meetings – subject to availability (\$200 value minimum)
- Certificates of Origin for International Trade (\$50 value minimum)
- Unlimited Opportunities for Business Networking (priceless)
- Business Advocacy at the Local, County, State, and National Levels (priceless)
- Credibility & Visibility in the Texarkana Business Community (priceless)

ASSOCIATE LEVEL \$750

Available for businesses with no more than 50 employees.

Membership Dues – \$750

All Business Level Benefits plus:

- Associate Level recognition in the Partnership Directory & Community Profile (\$360 value)
- Associate Level recognition on the Chamber website (\$360 value)
- Up to two Locations listed as Partners (\$480 value)
- Copies of the Partnership Directory & Community Profile for all Locations (\$20 value minimum)
- Associate Level recognition at the event of your choice (\$100 value +)
- Annual membership of one employee in the GTYP (\$25 value)
- 25% discount in the Partnership Directory & Community Profile (\$134 value minimum)
- One Sponsorship of the Weekly Chamber Business Blasts to be used at any time throughout the year (\$60 value)



CORPORATE LEVEL \$1,200

Available for businesses with no more than 100 employees.

Membership Dues – \$1,200

All Business Level Benefits plus:

- Corporate Level recognition in the Partnership Directory & Community Profile (\$360 value)
- Corporate Level recognition on the Chamber website (\$360 value)
- Up to three Locations listed as Partners (\$600 value)
- Copies of the Partnership Directory & Community Profile for all Locations (\$20 value minimum)
- One ticket to the Chamber Annual Celebration (\$75 value)
- Corporate Level recognition at the event of your choice (\$100 value +)
- Annual membership of one employee in the GTYP (\$25 value)
- Premium Ad in the Partnership Directory & Community Profile with an opportunity for upgrade at a 10% discount (\$450 value +)
- One Sponsorship of the Weekly Chamber Business Blasts to be used at any time throughout the year (\$60 value)

"The best advertising for our local business is word of mouth. The Chamber is our voice to new members and businesses in the community."

Jennifer Tanner, Executive Chef
Julie's Deli & Market

EXECUTIVE LEVEL \$5,000

Available for businesses with no more than 250 employees.

Membership Dues - \$5,000

All Business Level Benefits plus:

- Executive Level recognition in the Partnership Directory & Community Profile (\$360 value)
- Executive Level recognition on the Chamber website (\$360 value)
- Up to five Locations listed as Partners (\$840 value)
- Copies of the Partnership Directory & Community Profile for all Locations (\$20 value minimum)
- Bronze Sponsorship of the Chamber Annual Celebration (\$750 with 4 seats)
- Executive Level recognition at the event of your choice (\$1000 value +)
- \$500 Sponsorship Credit for the Event of your Choice, other than Annual Celebration (\$500 value)
- Annual membership of two employees in the GTYP (\$50 value)
- Quarter Page Ad in the Partnership Directory & Community Profile with an opportunity for upgrade at a 10% discount (\$750 value +)
- Three Sponsorships of the Weekly Chamber Business Blasts to be used at any time throughout the year (\$180 value)

"Throughout the 52 year history of MTG Engineers & Surveyors, we have viewed our Chamber and Economic Development Council partnership as an investment in our community, bringing a significant return in connectivity to our clients and many business opportunities."

Robert Murray
MTG Engineers & Surveyors



PRESIDENTIAL LEVEL \$10,000

Membership Dues – \$10,000

All Business, Corporate, and Executive Level Benefits plus:

- Presidential Level recognition in the Partnership Directory & Community Profile (\$360 value)
- Presidential Level recognition on the Chamber website (\$360 value)
- Special Presidential Level Plaque (\$20 value minimum)
- Up to ten Locations listed as Partners (\$1440 value)
- Copies of the Partnership Directory & Community Profile for all Locations (\$20 value minimum)
- Recognition on Presidential Signage at all Chamber Events (limitless)
- Annual Membership in the Chamber Economic Development Council (\$1000 value)
- Two Golfers in the EDC Industry Appreciation Golf Tournament (\$300 value)
- Gold Sponsorship of Chamber Annual Celebration (\$1500 with one table)
- \$1500 Sponsorship Credit for the Event of your Choice, other than Annual Celebration (\$1500 value)
- Half page Ad in the Partnership Directory & Community Profile with an opportunity for upgrade at a 10% discount (\$1100 value +)
- Annual membership of one employee in the Chamber Ambassadors (\$25 value)
- Annual membership if three employees in the GTYP (\$75 value)
- Five Sponsorships of the Weekly Chamber Business Blasts to be used at any time throughout the year (\$300 value)

CHAIRMAN LEVEL \$15,000

Membership Dues – \$15,000

All Business, Corporate, and Executive Level Benefits plus:

- Chairman Level recognition in the Partnership Directory & Community Profile (\$360 value)
- Chairman Level recognition on the Chamber website (\$360 value)
- Special Chairman's Level Plaque for all locations (\$20 value minimum)
- All Locations in the Texarkana area listed as Partners (limitless value)
- Copies of the Partnership Directory & Community Profile for all Locations (\$20 value minimum)
- Recognition on Chairman Banner in the Chamber Lobby (limitless)
- Recognition on Chairman Banner at all Chamber Events (limitless)
- Annual Membership in the Chamber Economic Development Council (\$1000 value)
- Four Golfers in the EDC Industry Appreciation Golf Tournament (\$600 value)
- Chairman Level Sponsorship of Chamber Annual Celebration (\$2500 with two tables)
- Chairman Level Sponsorship for Every Chamber Event (limitless)
- Full page Ad in the Partnership Directory & Community Profile with an opportunity for upgrade at a 10% discount (\$1400 value minimum)
- Annual Breakfast with the President & Chairman of the Board (priceless)
- Annual membership of one employee in the Chamber Ambassadors (\$25 value)
- Annual membership if five employees in the GTYP (\$125 value)
- Recognition on all Weekly Chamber Business Blasts (\$3200 value)

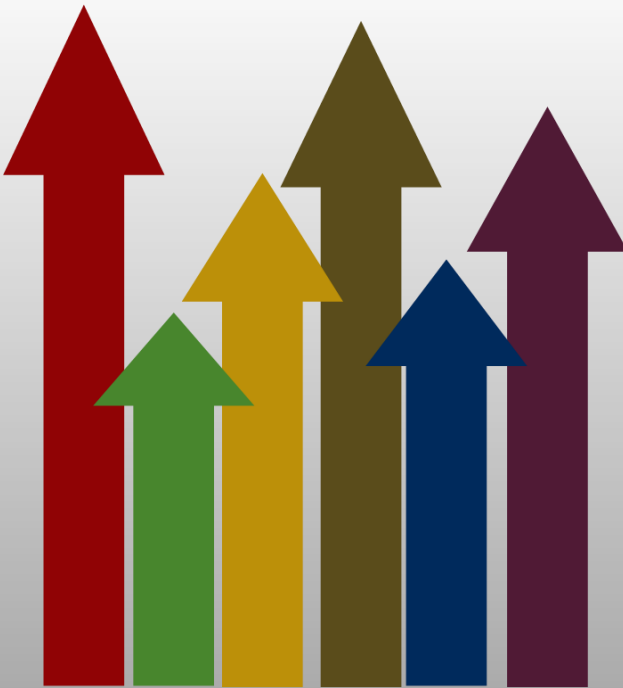
"The Texarkana Chamber of Commerce has the resources and skills that any business, large or small, can plug into and find great value."

**Curtis Schneekloth, Texarkana Plant Controller
Cooper Tire & Rubber Company**

SPECIAL PARTNERSHIPS

- Local and State Level Elected Officials will receive a Business Level Partnership for \$120
- Churches will receive a Business Level Partnership for \$120
- Non-profits with no paid staff will receive a Business Level Partnership for \$120
- Non-profits with paid staff will receive a Business Level Partnership for \$360 regardless of the number of employees
- Retired Individuals and Students will receive an Individual Partnership for \$60
- Apartments, Hotels/Motels, Hospitals, and Retirement Homes will receive a Business Level Partnership for \$360 + \$2 per unit/bed
- Business Level Partners with a current partnership may add additional locations at the Business Level for \$120

Membership levels may be increased if so desired by the Partner.



ADDITIONAL BENEFITS

Partner Referral Program -

Help grow your Chamber and earn a discount on your partnership dues by referring new partners! For every new Partner you recruit, a 10% discount will be applied to your current or upcoming annual dues. (Limited to a maximum of 10 discounts per year, at equal or greater value to that of your partnership dues. Lower level partners recruited will be assigned a smaller discount. New partner must mention your company at the time of application)

Partner-To-Partner Discount Program -

Drive more traffic through your doors while cashing in on other discounts! This program entitles Chamber Partners to significant savings and discounts when shopping at other Chamber Partner businesses—just for being an active Partner. Contact the Chamber for more information on including your business in this exclusive program.

ADDITIONAL MEMBERSHIPS

Greater Texarkana Young Professionals - GTYP - \$25

Have a young professional in your office who is yearning to be more involved in the business community? GTYP gives young professionals a voice and an outlet for affecting change in the Texarkana community. GTYP seeks to work hand-in-hand with current community and business leaders to learn from their experiences and to create a young professional-friendly atmosphere.

Texarkana Chamber Ambassadors - \$25

The Texarkana Chamber Ambassadors are a special group of people who volunteer their time to help promote the Texarkana business community and serve as an “Action Arm” for the Texarkana Chamber of Commerce. The Chamber’s Ambassador Program is highly respected in the community and allows for the *professional growth* of each participant. Ambassadors are given the opportunity to *network* with regional business and government leaders. By being involved your *sphere of influence & professional network* will grow!

TEXARKANA USA CHAMBER OF COMMERCE

A LA CARTE BENEFIT OPPORTUNITIES

If you prefer to select your sponsorship or advertising opportunities a la carte, choose from the list below. For one easy payment, include your selections with your benefit investment or we are happy to invoice you quarterly or at the time of the event. Contact the Chamber staff to learn more about these opportunities.

A la Carte Sponsorships (limited number, please call Chamber to confirm availability)

Communications

◇ E-Blast Sponsorship Ad	\$60
◇ Sponsored Email	\$250
◇ Facebook Post Sponsorship	\$50

Partnership Directory & Community Profile

◇ Premium Business Card Size Ad	\$450
◇ 1/8 Page Ad	\$680
◇ 1/4 Page Ad	\$750
◇ 1/2 Page Ad	\$1,100
◇ Full Page Ad	\$1,400
◇ Inside Front Cover - Full Page Ad	\$1,700
◇ Inside Back Cover - Full Page Ad	\$1,850
◇ Outside Back Cover - Full Page Ad	\$2,000
◇ Graphic Design	\$100

Individual Sponsorship

◇ Wall of Dedication Sponsor	\$1,000
◇ Annual Dinner Platinum Sponsor	\$2,500
◇ Annual Dinner Gold Sponsor	\$1,500
◇ Annual Dinner Silver Sponsor	\$1,000
◇ Annual Dinner Bronze Sponsor	\$750
◇ Business After Hours	\$700
◇ Business to Business Breakfast	\$1,500
◇ Business to Business Breakfast Food & Venue Sponsor	Negotiable
◇ College & Career Fair Presenting Sponsor	\$1,500
◇ College & Career Fair Booth Fee	\$100
◇ Chamber Mix	\$700
◇ DLA Hail & Farewell	\$750
◇ Economic Development Council	\$1,000
◇ Annual Golf Platinum Sponsor	\$2,000
◇ Annual Golf Gold Sponsor	\$1,000
◇ Annual Golf Silver Sponsor	\$750
◇ Annual Golf Green Sponsor	\$500
◇ Annual Golf Hole Sponsor	\$300
◇ Leaders Luncheon Presenting Sponsor	\$1,500
◇ Leaders Luncheon Food & Venue Sponsor	Negotiable
◇ Red River Army Depot Hail & Farewell	\$1,500
◇ Speed Networking	\$500
◇ Speed Networking Food & Venue Sponsor	Negotiable
◇ State of the Chamber	\$2,000



819 N. STATE LINE AVENUE
TEXARKANA, USA 75501
PH: (903) 792-7191 | FAX: (903) 793-4304
WWW.TEXARKANA.ORG
CHAMBER@TEXARKANA.ORG



CITY OF
TEXARKANA
 Environmental Services Unit
 TEXAS

P.O. Box 1967
 Texarkana, TX 75501
 Phone (903) 798-3535
 Fax (903) 794-1257

TO: John Whitson, City Manager

THRU: Shirley Jaster, Assistant City Manager

FR: Daphnea Ryan, Manager, Environmental Services Unit

D. Ryan

DA: February 10, 2015

REJ: Health Inspector Position

As you are aware, Texarkana Texas continues to grow in many areas with a concentrated growth in food establishments, both food service and retail. Currently, the City of Texarkana, Texas employs one Health Inspector that is tasked with servicing 363 permitted establishments. The recommended ratio from the Texas Department of State Health Services is one inspector to every 200 establishments, and the maximum, not recommended, by the FDA is one inspector to every 275 establishments. I request to add one Health Inspector position during our current budget year.

I have attached a breakdown of the establishment types we inspect. Each establishment should be inspected twice per year, which is a total of 726 routine inspections. The time commitment required for an inspection depends on the size and scope of the establishment. As an example, a supermarket that has a deli, bakery, meat/fish market, has four different inspections. An establishment this size will consume a large part of one day, whereas smaller food establishments that have a quality corporate food safety and management training such as McDonald's, Taco Bell, etc. may only require an hour to inspect.

In addition to these routine inspections, the Health Inspector must inspect any complaint received on a food service establishment. These complaints may be regarding food, cleanliness, food borne illness, operating without a permit, pool conditions, worker in food prep area with certain medical conditions, foul odors, pests, etc.

Another duty of the Health Inspector is to review all building plans for food related establishments that fall into the attached categories, and conduct courtesy walk through inspections during construction phases.

Also, the Health Inspector consults with citizens wanting to open an establishment regarding laws and requirements a food establishment must meet.

Although we do not inspect private swimming pools, complaints regarding stagnant pools are also investigated by the Health Inspector. The Health Inspector may be required to dedicate many hours to locating an owner and addressing this issue. The inspector will coordinate with Vector Control in order to address the mosquito issue caused from the conditions.

The Health Inspector serves on the East Texas Environmental Health Association general counsel, serves on the 4-H Agri-Life Planning Committee; City of Texarkana, Texas Plumbing Code Committee, Coordinates/hosts a Certified Pool Operator Training Course Yearly, speaks to the Farmers Market group yearly, speaks at the Food Protection Management Classes held in Texarkana by Texas Agri-Life, speaks locally once a year at a UCRC meeting, and will be speaking for the first time this year at the Food and Nutrition Sciences Four States Convention which will be held at the Texarkana Texas Convention Center.

The growth in food related industry in Texarkana has greatly surpassed the need for two inspectors. Currently we are able to conduct approximately half of the required routine inspections while keeping pace with other duties involved with this position. If we had a second inspector, we would be able to conduct all inspections required each year in a timely manner, we would be able to add an educational component to our division by having one inspector certified to teach a food handlers course once per month. Offering a food handlers course would complement training currently offered in this area but would not negatively affect other state offered training programs. Upon approval, we would have the capability to initiate new guidelines for food establishments such as posting their grade on the entry of the establishment. We would have the ability to create initiatives for high performing restaurants and highlight those establishments in media venues.

Environmental Health generates enough revenue to support two inspectors. Revenue in 2013 and 2014 was just under \$160,000.00. Current budget for Environmental Health is just under \$62,000.00, with some line items needing minor increases to be self-supportive without line item transfer from other budgets. This budget does not, of course, include vehicle cost.

Thank you for your consideration.

City of Texarkana, Texas
Health Inspections

Duties

Inspect all Food Service Establishments in the City of Texarkana, Texas.
Review plans for new construction and remodels of establishments inspected.
Conduct courtesy walk-through inspections during construction phases.
Consult with citizens regarding laws and regulations for operating a food establishment.
Inspect complaints regarding private pools holding stagnant water.
Speaking engagements.
Serve on designated boards.

Average Yearly Activity

Routine Inspections

Restaurants/Food Establishment	198
Retail Food	59
Day Care Facilities	21
School Cafeterias	17
Pools/Spas	46
Mobile Food Units	16
Seasonal Food Establishments	6

Subtotal Routine	363
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Total Routine Inspections	726
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Complaint Inspections	90
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Courtesy/Walk Through Insp. New Construction/Remodel	100
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Stagnant Pools	5
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Total Health Inspections	921
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Consults/Information Calls	100
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Plan Reviews	15
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Speaking Engagements	6
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East Texas Environmental Health Association Quarterly Meetings	4
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4-H Agri-Life Planning Committee	4
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Host Certified Pool Operator Training yearly (2-day course)	2
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Current Budget - \$62,000.00

Yearly Revenue - \$160,000.00

Estimated Yearly Budget Needs - \$127,000.00

ORDINANCE NO. 2015 - 021**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AMENDING THE FY15 BUDGET MAKING PERSONNEL ADJUSTMENTS; AND ESTABLISHING AN EFFECTIVE DATE.**

WHEREAS, there are thirteen (13) full-time employees whose salaries are less than \$20,000; and

WHEREAS, according to the Census Bureau Texarkana's per capita income is \$23,569; and

WHEREAS, a salary of \$20,000 is 85 percent of the city's per capita income, or average income; and

WHEREAS, the city council approved the FY15 budget with one city health inspector position; and

WHEREAS, the city performs 726 routine annual health inspections, additional complaint related inspections, and reviews building plans that involve food preparation or other amenities that require a health inspection in order to obtain a certificate of occupancy;

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

SECTION 1: Appropriates from the fund balance of the general fund a total amount of \$80,250 to provide pay increases for 13 employees who are currently paid less than \$20,000 annually; and to fund a second health inspector; and to purchase all equipment necessary to support the new health inspector position.

SECTION 2: That this Ordinance shall be in full force and effect from and after its passage and approval.

PASSED AND APPROVED in Regular Council Session on this the 13th day of April, 2015.

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

