



CITY OF TEXARKANA

CITY COUNCIL

AGENDA • MAY 9, 2022

Council Chambers

Regular Meeting

6:00 PM

220 TEXAS BLVD., TEXARKANA, TX 75501

Mayor

Bob Bruggeman

Ward 1

Jean H. Matlock

Ward 3

Betty Williams

Ward 5

Bill Harp

Ward 2

Mary Hart

Ward 4

Christie Page

Ward 6

Jay Davis



Vision

The vision of the City is to be a thriving regional center for education, business, and culture which attracts and serves our residents and visitors.

Mission

The mission of the City is to provide customer-focused public services and regional leadership that serve our residents and visitors while offering a safe, vibrant, and welcoming community.

The City Council reserves the right to convene into closed session on any agenda item or issue if applicable pursuant to authorization by the Texas Open Meetings Act (Title 5, Chapter 551 of the Texas Government Code), and will reconvene into open session before taking any final action, decision, or vote on a matter deliberated.

- I. CALL TO ORDER, ROLL CALL, ESTABLISHMENT OF QUORUM**
- II. INVOCATION AND PLEDGE LED BY COUNCIL MEMBER MARY HART**
- III. MAYOR'S REMARKS AND ITEMS OF COMMUNITY INTEREST**

Upcoming City Council Meetings:

Monday, June 13, 2022 at 6:00 p.m. (summer schedule)

Monday, July 11, 2022 at 6:00 p.m.

Parks & Recreation Events:

May Events

May 14 th	Community Yard Sale	Spring Lake Park
May 14 th	Electronics Recycle	Spring Lake Park
May 21 st - 22 nd	FASA Softball Tournament	Karrh Park
May 21 st - 22 nd	P2A Baseball Tournament	Spring Lake Park
May 26 th	Movies in the Park "Clifford the Big Red Dog"***	Spring Lake Park

June Events

June 2 nd	Movies in the Park "Dog"***	Spring Lake Park
June 4 th - 5 th	3V3 Soccer Tournament	Wallace Park
June 6 th	Rotary Splash Pad Opens	Spring Lake Park
June 9 th	Movies in the Park "Encanto"***	Spring Lake Park
June 9 th	Employee/Community Health and Wellness Fair	Southwest Center
June 11 th	Dragon Boat Races	Bringle Lake Park
June 11 th - 12 th	FASA Softball Tournament	Karrh Park
June 13 th	Summer Camp Begins	Southwest Center

Movies in the Park start at dusk and concessions will be available

Additional Parks & Recreation information can be found on the city's website at <http://www.ci.texarkana.tx.us> or by contacting staff at (903) 798-3978.

- IV. PROCLAMATION PRESENTATIONS**

Economic Development Week - May 9 - 13, 2022

Kids to Parks Day - May 21, 2022

V. OPEN FORUM: COMMENTS FROM THE PUBLIC

Per Council rules, comment time is limited to five minutes, or ten minutes if using a translator. Before comments are made, a speaker must complete an information sheet and give to the City Secretary. If your comment pertains to an agenda item with a scheduled public hearing or public comment, the Council requires that you make your comment at that time; you do not need to complete an information sheet.

VI. APPOINTMENTS TO BOARDS, COMMISSIONS, AND COMMITTEES

VII. ITEMS FOR CONSIDERATION

Consent Items

1. Consider approval of the minutes of the Regular Meeting of the City Council held on April 25, 2022 at 6:00 PM.

Action Items

2. Resolution No. 2022-034 authorizing the City Manager to execute a contract with HUB International, Texas of Dallas, Texas, in an amount not to exceed \$50,000, with funds budgeted in the Employee Benefits Fund (Fund 702), to provide consulting services for insurance benefits provided to City employees.

Public Hearing:

Council Vote: May 9, 2022

3. Resolution No. 2022-046 nominating Brim Healthcare of Texas, LLC for the Texas Enterprise Zone Program.

Public Hearing:

Council Vote: May 9, 2022

VIII. CLOSED SESSION

The City Council will convene into closed session pursuant to Texas Government Code Section 551.074 (Personnel Matters) to discuss or deliberate the reappointment of Sherry L. Jackson, J.D., as City Judge of the City's Municipal Court of Record and amending Judge Jackson's Compensation Agreement.

IX. RECONVENE INTO OPEN SESSION

1. Ordinance No. 2022-044 reappointing the Municipal Judge, Sherry L. Jackson, J.D., and approving a two-year compensation agreement.

Public Hearing:

Council Vote: May 9, 2022

X. FIRST BRIEFINGS

1. Resolution No. 2022-043 naming the new bridge over Wagner Creek on Gibson Lane as the "Officer Jason Sprague Memorial Bridge".

Public Hearing:

Council Vote: June 13, 2022

XI. PUBLIC HEARINGS

1. Ordinance No. 2022-036 granting a Specific Use Permit to allow the location of a single-wide HUD code manufactured home on Lots 1, and 2, Block 2, Grandview Addition, located at the southwest corner Findley Street and McBride Street. Curtis Murray, owner.

Public Hearing: May 9, 2022

Council Vote: May 9, 2022

2. Ordinance No. 2022-037 granting a Specific Use Permit to allow the location of a daycare on an approximate 2.58-acre tract of land (being Tract 3), Chancellor Beach HRS, A-731, located at 3700 North Robison Road. Christine Boulton, owner.

Public Hearing: May 9, 2022

Council Vote: May 9, 2022

3. Ordinance No. 2022-038 granting an amendment to PD-20-6(GR) for site plan approval on Lot 1, Block 1, Richmond Moores Subdivision, located at 5605 Richmond Road. Kirk Patton, PHRMG Developers, owners, and Marcus Foran, Agent.

Public Hearing: May 9, 2022

Council Vote: May 9, 2022

4. Ordinance No. 2022-039 rezoning Lots 11 and 12, Block 5, Watts Addition, located at 1324 Bowie Street from Two Family-1 to Commercial. Thomas Turner, owner and Jerry Johnson, agent.

Public Hearing: May 9, 2022
Council Vote: May 9, 2022

XII. CITY MANAGER'S REPORT

XIII. ADMINISTRATIVE COMMENTS

1. City Council
2. City Staff

XIV. CLOSED SESSION

The City Council will convene into closed session pursuant to Texas Government Code Section 551.071 (Consultation with Attorney) and Section 551.074 (Personnel Matters).

XV. RECONVENE INTO OPEN SESSION

XVI. ADJOURNMENT



Jennifer Evans
City Secretary

This open meeting of a governmental entity is subject to the Texas Open Meetings Act (Chapter 551, Government Code). The "Council Chambers" is the room or property where the City Council will hold this meeting.

Pursuant to Section 30.06, Penal Code (trespass by license holder with a concealed handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a concealed handgun.

Pursuant to Section 30.07, Penal Code (trespass by license holder with an openly carried handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a handgun that is carried openly.

Pursuant to Section 46.03, Penal Code (places weapons prohibited), subsection (a)(14), a person commits an offense if the person intentionally, knowingly, or recklessly possesses or goes with a firearm, location-restricted knife, club, or prohibited weapon [listed in Penal Code Section 46.05(a)] in the room or rooms where a meeting of a governmental entity is held, if the meeting is an open meeting subject to Chapter 551, Government Code, and if the entity provided notice as required by that chapter.

This facility is wheelchair accessible and handicap parking is available. If you plan to attend this public meeting and you have a disability that requires special arrangements or accommodations, please call 903-798-3900 or (TTY) 1-800-RELAY TX (1-800-735-2989) at least 48 hours in advance.

Briefing Sheet

Version:
Update Date: 4/25/2022 10:51 AM

Lead Department: City Manager

Action Officer: Jennifer Evans, City Secretary

Subject: Economic Development Week - May 9 - 13, 2022

Attachments

- a. Economic Development Week (0509-1322) (PDF)

PROCLAMATION

ECONOMIC DEVELOPMENT WEEK

May 9 – 13, 2022

Whereas, Economic Development is acknowledged as an important goal of the greater Texarkana region; and

Whereas, local organizations such as the Texarkana USA Regional Chamber of Commerce, AR-TX REDI, TexAmericas Center, Chamber Economic Development Council, City of Texarkana, Texas, City of Texarkana, Arkansas, and other public and private economic developers provide leadership and excellence in economic development for communities, citizens, businesses, and partners through advisory services, communication, research, in-depth publications, and public policy advocacy; and

Whereas, economic development promotes economic well-being and quality of life for communities by creating, retaining, and expanding jobs that facilitate growth, enhance wealth, and provide a stable tax base; and

Whereas, economic development stimulates and incubates entrepreneurship in order to help establish the next generation of new businesses, which is the hallmark of the American economy; and

Whereas, leaders in economic development are engaged in a wide variety of settings including rural and urban, local, state, provincial, and federal governments, public-private partnerships, chambers of commerce, universities, and a variety of other institutions; and

Whereas, economic developers attract and retain high-quality jobs, develop vibrant communities, and improve the quality of life in their regions; and

Whereas, economic developers work in the Texarkana region encompassing Texas and Arkansas.

NOW, THEREFORE, I, Bob Bruggeman, Mayor of the City of Texarkana, Texas, do hereby proclaim the week of **May 9 – 13, 2022** as:

ECONOMIC DEVELOPMENT WEEK

and remind individuals of the importance of this community celebration which supports expanding career opportunities and making lives better.

Bob Bruggeman, Mayor

Attest:

Jennifer Evans, TRMC, City Secretary

Briefing Sheet

Version:
Update Date: 5/2/2022 4:26 PM

Lead Department: City Manager **Action Officer:** Vicky Coopwood, Assistant City Secretary
Subject: Kids to Parks Day - May 21, 2022

Attachments

- a. Kids to Parks Day Proclamation (PDF)

PROCLAMATION

WHEREAS, May 21, 2022, is the twelfth Kids to Parks Day organized and launched by the National Park Trust held annually on the third Saturday of May; and

WHEREAS, Kids to Parks Day empowers kids and encourages families to get outdoors and visit local parks, public lands, and waterways; and

WHEREAS, all children should be encouraged to lead a more active lifestyle to help combat issues of childhood obesity, diabetes, hypertension, and hypercholesterolemia; and

WHEREAS, Kids to Parks Day will broaden children's appreciation for nature and the outdoors; and

WHEREAS, Kids to Parks Day will recognize the importance of recreating responsibly while enjoying the benefits of the outdoors.

NOW THEREFORE, I, Bob Bruggeman, Mayor of the City of Texarkana, Texas, do hereby proclaim May 21, 2022, as

KIDS TO PARKS DAY


Bob Bruggeman, Mayor


Jennifer Evans, TRMC, City Secretary





CITY OF TEXARKANA

CITY COUNCIL

MINUTES • APRIL 25, 2022

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
Aggeman	Mayor	Present	
Matlock	Ward 1	Present	
art	Ward 2	Present	
Williams	Ward 3	Present	
Page	Ward 4	Present	
p	Ward 5	Present	
is	Ward 6	Present	

Staff Present: City Manager David Orr, Jennifer Evans, Keith Beason, Dusty Henslee, Eric Schlotter, Lisa Thompson, Sherry Jackson Hawkins, Karey Parker, Kristin Peeples, Robby Robertson, Vashil Fernandez, Mashell Daniel, and J.W. Bramlett.

Legal Counsel: Jeff Lewis.

II. INVOCATION AND PLEDGE LED BY COUNCIL MEMBER JAY DAVIS

III. MAYOR'S REMARKS AND ITEMS OF COMMUNITY INTEREST

Upcoming City Council Meetings

Monday, May 9, 2022 at 6:00 p.m. (summer schedule begins)

Monday, June 13, 2022 at 6:00 p.m.

Parks & Recreation Events

April Events

April 28th Inclusive Playground Ribbon Cutting at 4:30 p.m. Spring Lake Park

April 29th - May 1st Scout-O-Rama Spring Lake Park

May Events

May 7th Alzheimer's Alliance Wine Fest Spring Lake Park

May 14th Community Yard Sale Spring Lake Park

Minutes Acceptance: Minutes of Apr 25, 2022 6:00 PM (Consent Items)

May 14 th	Electronics Recycling	Spring Lake Park
May 21 st - 22 nd	FASA Softball Tournament	Karrh Park
May 21 st - 22 nd	P2A Baseball Tournament	Spring Lake Park

Additional Parks & Recreation information can be found on the city's website at <http://www.ci.texarkana.tx.us> or by contacting staff at (903) 798-3978.

The Black History Month parade has been rescheduled and will be held at 10:00 a.m. on Saturday, April 30th. The parade route will begin at Broad and Hazel streets in downtown Texarkana.

The Farmers' Market kicks-off on Saturday, April 30th in its new location near the downtown Federal Courthouse/Post Office.

IV. OPEN FORUM: COMMENTS FROM THE PUBLIC

Per Council rules, comment time is limited to five minutes, or ten minutes if using a translator. Before comments are made, a speaker must complete an information sheet and give to the City Secretary. If your comment pertains to an agenda item with a scheduled public hearing or public comment, the Council requires that you make your comment at that time; you do not need to complete an information sheet.

Terrie Arnold, Executive Director of the Alzheimer Alliance, and Gary Gathwright, Operations Director, expressed much gratitude for the city and its tremendous support of the Wine Festival held each year in Spring Lake Park. They especially thanked Robby Robertson and his parks and recreation staff for the wonderful job they do in preparing the park to host the event.

Last year, over 12,000 people attended. This year's seventh annual wine festival, "Twice as Fine Texarkana", will be held on Saturday, May 7th .

There will be 26 participating wineries from across the state of Texas. There will also be art, food, and music to enjoy throughout the day. It's a family-friendly event and has something for everyone.

V. APPOINTMENTS TO BOARDS, COMMISSIONS, AND COMMITTEES

Mayor Bruggeman appointed Steve Mayo to the Riverbend Water Resources District board to serve out the remaining term of Marshall Wood who resigned from the seat on the board.

Council confirmation of the Mayoral new appointment to the Riverbend Water Resources District board.

(6:17 p.m.)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jay Davis, Ward 6
SECONDER:	Bill Harp, Ward 5
AYES:	Matlock, Hart, Williams, Page, Harp, Davis
EXCUSED:	Bruggeman

VI. ITEMS FOR CONSIDERATION

Consent Items

(6:22 p.m.)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Betty Williams, Ward 3
SECONDER:	Mary Hart, Ward 2
AYES:	Matlock, Hart, Williams, Page, Harp, Davis
EXCUSED:	Bruggeman

1. Consider approval of the minutes of the Regular Meeting of the City Council held on April 11, 2022 at 6:00 PM.
2. Resolution No. 2022-040 authorizing the City Manager to execute a four-year (4) contract with Verizon Wireless Communications Technology Services of Irving, Texas, in an amount not to exceed \$49,800 annually, with funds budgeted in departmental budgets, to supply wireless communication and services for city personnel and equipment.

Public Hearing:

Council Vote: April 25, 2022

3. Resolution No. 2022-041 authorizing the City Manager to execute a one-time purchase with Gov Smart of Charlottesville, Virginia, in an amount not to exceed \$192,155.33, with funds budgeted from a Defense Economic Adjustment Assistance Grant and Red River Army Depot, to supply a 3D printer, scanner, equipment, and service to Red River Army Depot.

Public Hearing:

Council Vote: April 25, 2022

4. Resolution No. 2022-042 authorizing the City Manager to execute a one-time purchase with Creaform USA, Inc. of Irvine, California, in an amount not to exceed \$273,142, with funds budgeted from a Defense Economic Adjustment Assistance Grant and Red River Army Depot, to supply a 3D printer, scanner, equipment, and service to Red River Army Depot.

Minutes Acceptance: Minutes of Apr 25, 2022 6:00 PM (Consent Items)

Public Hearing:
Council Vote: April 25, 2022

Action Items

5. Ordinance No. 2022-035 approving the redistricting of the city's single-member council wards and establishing new ward boundary lines for Texarkana city council elections based on 2020 census data.

Public Hearing:
Council Vote: April 25, 2022

(6:22 p.m.)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Mary Hart, Ward 2
SECONDER:	Jean H. Matlock, Ward 1
AYES:	Matlock, Hart, Williams, Page, Harp, Davis
EXCUSED:	Bruggeman

VII. FIRST BRIEFINGS

1. Resolution No. 2022-034 authorizing the City Manager to execute a contract with HUB International, Texas of Dallas, Texas, in an amount not to exceed \$50,000, with funds budgeted in the Employee Benefits Fund (Fund 702), to provide consulting services for insurance benefits provided to City employees.

Public Hearing:
Council Vote: May 9, 2022

J.W. Bramlett briefed this agenda item.

RESULT:	MOVED FORWARD	Next: 5/9/2022 6:00 PM
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2. Ordinance No. 2022-036 granting a Specific Use Permit to allow the location of a single-wide HUD code manufactured home on Lots 1, and 2, Block 2, Grandview Addition, located at the southwest corner Findley Street and McBride Street. Curtis Murray, owner.

Public Hearing: May 9, 2022
Council Vote: May 9, 2022

Mashell Daniel briefed this agenda item.

RESULT:	MOVED FORWARD	Next: 5/9/2022 6:00 PM
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3. Ordinance No. 2022-037 granting a Specific Use Permit to allow the location of a daycare on an approximate 2.58-acre tract of land (being Tract 3), Chancellor Beach HRS, A-731, located at 3700 North Robison Road. Christine Boulton, owner.

Public Hearing: May 9, 2022
Council Vote: May 9, 2022

Mashell Daniel briefed this agenda item.

RESULT:	MOVED FORWARD	Next: 5/9/2022 6:00 PM
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4. Ordinance No. 2022-038 granting an amendment to PD-20-6(GR) for site plan approval on Lot 1, Block 1, Richmond Moores Subdivision, located at 5605 Richmond Road. Kirk Patton, PHRMG Developers, owners, and Marcus Foran, Agent.

Public Hearing: May 9, 2022
Council Vote: May 9, 2022

Mashell Daniel briefed this agenda item.

RESULT:	MOVED FORWARD	Next: 5/9/2022 6:00 PM
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5. Ordinance No. 2022-039 rezoning Lots 11 and 12, Block 5, Watts Addition, located at 1324 Bowie Street from Two Family-1 to Commercial. Thomas Turner, owner and Jerry Johnson, agent.

Public Hearing: May 9, 2022
Council Vote: May 9, 2022

Mashell Daniel briefed this agenda item.

RESULT:	MOVED FORWARD	Next: 5/9/2022 6:00 PM
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VIII. PUBLIC HEARINGS

There were no public hearings held.

IX. CITY MANAGER'S REPORT

Monthly Sales Tax for February 2022

Sales tax collections for February totaled \$1,446,822, an increase of \$256,372 (21.54%) over the prior year. Fiscal year-to-date collections are \$8,274,178 up 14.16% compared to last year.

Waste Management Transfer Station Open House, Tuesday April 26th at 1:00 p.m.

Waste Management (WM) invited city staff and councilmembers to tour the new transfer station at its facility at 2708 W. 7th Street. This facility was remodeled and permitted by the state to handle recycling in a temporary location before it is loaded on trucks to be hauled to the WM Material Recovery Facility (MRF) for recycling in Arlington, Texas.

FY '23 Budget Advisory Committee Meeting Dates

The FY '23 budget preparation is underway and the Budget Advisory Committee meeting dates have been set for noon on Wednesday, May 11th and Wednesday, May 25th. The May 25th meeting is planned as a joint meeting with the City Council. Council members were reminded to mark their calendars for this meeting on May 25th from noon-1:00 p.m.

Rose Hill Named NUSA Neighborhood Project of the Year Finalist

The Rose Hill Neighborhood Association was named a finalist for the neighborhood project of the year which will be announced at the NUSA conference on Friday, May 6th. The project was a partnership with Rose Hill Neighborhood Improvement Association, The Scholars, and HATT to reopen the Neighborhood Center and provide youth and adult programs.

Arts & Historic Economic Impact Survey

Texas A&M-Texarkana intern, Yvonne Howard, is working hard to update the Arts & Historic District Economic Impact Study that was last completed in 2015. Council Members were asked to share the link and encourage their constituents to complete the short survey (takes less than five minutes to complete).

<https://www.surveymonkey.com/r/WV3DPHD> <<https://protect-us.mimecast.com/s/2ufyCXDwX2hXNVq7C6aJGI?domain=surveymonkey.com>>

X. ADMINISTRATIVE COMMENTS

1. City Council

Council Member Harp requested staff to bring forward an agenda item to name the bridge over Waggoner Creek "Jason Sprague" in his honor and memory. Sadly, Officer Sprague was killed in the line of duty.

Mayor Bruggeman gave congratulations to Texas A&M University - Texarkana for its 50 years of service to the community in providing higher educational experiences.

2. City Staff

Staff had no administrative comments for council.

XI. ADJOURNMENT

A motion was made to adjourn the meeting.
(6:40 p.m.)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Bill Harp, Ward 5
SECONDER:	Mary Hart, Ward 2
AYES:	Matlock, Hart, Williams, Page, Harp, Davis
EXCUSED:	Bruggeman

City of Texarkana, Texas

Briefing Sheet

Version: A

Update Date: 4/22/2022 10:24 AM

Lead Department: Public Works Department **Action Officer:** Amanda Freeland,
Resolution No. 2022-034 authorizing the City Manager to execute a contract
with HUB International, Texas of Dallas, Texas, in an amount not to exceed
\$50,000, with funds budgeted in the Employee Benefits Fund (Fund 702), to
Subject: provide consulting services for insurance benefits provided to City employees.

Briefing: 5/9/2022 **Public Hearing:** **Council Vote:** 5/9/2022

Item Schedule

Schedule 2: Brief once - vote once (two weeks)

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

Date of Request for Proposal (RFP 22-1300-02) posted on website: January 14, 2022

Dates published in Texarkana Gazette: January 16, 2022, January 23, 2022, and January 30, 2022

Opened Bids: February 15, 2022

Bids received: Holmes IMA Financial, Daines Insurance Financial, Gallagher Benefit, McGriff Insurance, HUB International-Texas, and Holmes Murphy & Associates,

Highest Scored Responsive Bidder: HUB International-Texas; See EXH "A"

Budget: Funds currently budgeted in the FY 2022 Employee Benefits Fund budget

Policy Exceptions: None

Scope of Work: Provide Insurance Benefit Expertise in a Consulting capacity to our Human Resources Department for Insurance Benefits that are provided to all City Employees that use the City's Insurance Benefits. two (2) year Contract with three (3) additional one (1) year renewal options.

Potential Options:

- Approve CM to enter into Contract
- Not Approve CM to enter into Contract

Fiscal Implications:

Funds currently budgeted in the FY 2022 Employee Benefits Fund Budget

Staff Recommendation:

Staff recommends approval

Advisory Board/Committee Review:

City of Texarkana, Texas

NONE

Board/Committee Recommendation:

NONE

Advisory Board/Committee Meeting Date and Minutes:

NOT APPLICABLE

Attachments

- a. 2022-034 RES Employee Benefits Insurance Consultant Contract (DOCX)
- b. 2022-034 EXH 'A' Bid Tab (PDF)
- c. 2022-034 Goals & Perspectives (DOCX)

Staff Coordination

Public Works Department	Amanda Freeland	Reviewer	Completed
04/18/2022 4:47 PM			
Public Works Department	Dusty Henslee	Department Head Review	
Completed	04/19/2022 7:59 AM		
Human Resources	J.W. Bramlett	James Bramlett	Completed 04/19/2022
8:24 AM			
Finance Department	Kristin Peeples	Kristin Peeples	Completed 04/20/2022
8:37 AM			
City Manager	David Orr	City Manager Review	Completed 04/20/2022
8:44 AM			
City Council	Jennifer Evans	Meeting	Completed 04/25/2022
6:00 PM			

Meeting History

04/25/22 City Council MOVED FORWARD Next: 05/09/22
 J.W. Bramlett briefed this agenda item.

RESOLUTION NO. 2022-034

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT WITH HUB INTERNATIONAL, TEXAS OF DALLAS, TEXAS, IN AN AMOUNT NOT TO EXCEED FIFTY THOUSAND DOLLARS (\$50,000), WITH FUNDS BUDGETED IN THE GENERAL FUND; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City sent out a Request for Proposal for a third party to provide insurance benefit expertise. This Consultant will assist Human Resources staff on all insurance benefits that are available to city employees; and

WHEREAS, on February 15, 2022, six (6) proposals were received and HUB International, Texas of Dallas, Texas, submitted the highest scored proposal and the most responsible bid summarized on the Bid Tab Sheet as **Exhibit “A”**; and

WHEREAS, the yearly estimated cost of **\$50,000** is budgeted in the General Fund.

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

SECTION 1: The best value proposal for the new Employee Benefits Insurance Consultant Contract for the City’s Human Resources Department is hereby declared to be HUB International, Texas of Dallas, Texas.

SECTION 2: The City Manager be and is hereby authorized to execute a two (2) year contract with three (3) additional one (1) year renewal options with HUB International, Texas of Dallas, Texas.

SECTION 3: This resolution shall be in full force and in effect from and after its passage and approval.

PASSED AND APPROVED in Regular Council Session on this the **9th day of May, 2022.**

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

2022-034 EXH 'A' Bid Tab

DATE	4/6/22 RFP# 22-1300-02 Employee Benefits Insurance Consultant		
CONTRACT NUMBER			
PROJECT TITLE			
EVALUATION COMMITTEE			
SCORING METHOD AS OUTLINED IN SOLICITATION DOCUMENT	30 points -Vendor Qualifications/Experience & References; 15 points -Understanding and Scope of Work; 15 points -Account Management Team & Resources; 10 points -Past Performance and Control of Costs; 10 points -Ability to Provide Services on a Timely Basis; 20 points -Overall Cost of Services		
SCORE SUMMARY AND RANKING	SCORE SUMMARY	RANKING	
IMA Financial Group	58.00	5	
Daines Insurance	91.50	3	
Gallagher Benefits Services	88.60	4	
McGriff Insurance Services	94.00	2	
HUB International	95.50	1	
Holmes Murphy & Associates	57.00	6	

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:

City of Texarkana, Texas

Briefing Sheet

Version:

Update Date: 5/5/2022 3:00 PM

Lead Department: Economic Development **Action Officer:** Lisa Thompson, Economic Development/PIO
Subject: Resolution No. 2022-046 nominating Brim Healthcare of Texas, LLC for the Texas Enterprise Zone Program.

Briefing: 5/9/2022 **Public Hearing:** **Council Vote:** 5/9/2022

Item Schedule

Schedule 3: No briefing required (one week)

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

Texarkana Texas City Council has previously passed Ordinance No. 073-2013 electing to participate in the Texas Enterprise Zone Program, and the local incentives offered under this resolution are the same on this date as were outlined in Ordinance No. 073-2013.

Pursuant to Chapter 2303, Subchapter F of the Texas Enterprise Zone Act, Texas Government Code ("Act"), Brim Healthcare of Texas, LLC has applied to the City for designation as an enterprise project. The applicant anticipates a large number of equipment purchases related to expanding Steward's footprint in Texarkana and would like to take advantage of the State of Texas' incentive program for such equipment purchases.

Staff finds that Brim Healthcare of Texas, LLC meets the criteria for tax relief and other incentives adopted by the City and nominates Brim Healthcare of Texas, LLC for enterprise project status on the grounds that it will be located at the qualified business site, will create a higher level of employment, economic activity and stability.

There are no local fiscal impacts related to this item. A letter of support was received from the administration at Wadley Regional Medical Center.

Potential Options:

- Approve
- Deny

Fiscal Implications:

There are no local fiscal impacts.

Staff Recommendation:

Staff recommends approval.

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. 2022-046 Goals & Perspectives (DOCX)
- b. 2022-046 RES Brim Healthcare Enterprise Tax Zone (DOCX)
- c. 2022-046 ATTH 01 (Letter of Support) (PDF)

Staff Coordination

Economic Development		Lisa Thompson	Department Head Review
	Pending	05/05/2022 3:00 PM	
City Manager		City Manager Review	Pending
City Council	Vicky Coopwood	Meeting	Pending 05/09/2022
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:

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:

RESOLUTION NO. 2022 - 046

A RESOLUTION OF THE CITY OF TEXARKANA, TEXAS, NOMINATING BRIM HEALTHCARE OF TEXAS, LLC TO THE OFFICE OF THE GOVERNOR, ECONOMIC DEVELOPMENT AND TOURISM ("OOGEDT") THROUGH THE ECONOMIC DEVELOPMENT BANK ("BANK") FOR DESIGNATION AS A QUALIFIED BUSINESS AND AN ENTERPRISE PROJECT ("PROJECT") UNDER THE TEXAS ENTERPRISE ZONE PROGRAM UNDER THE TEXAS ENTERPRISE ZONE ACT, CHAPTER 2303, TEXAS GOVERNMENT CODE ("ACT"); AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Texarkana City Council has previously passed Ordinance No. 073-2013 electing to participate in the Texas Enterprise Zone Program, and the local incentives offered under this resolution are the same on this date as were outlined in Ordinance No. 073-2013; and

WHEREAS, the Office of the Governor Economic Development and Tourism ("OOGEDT") through the Economic Development Bank ("Bank") will consider Brim Healthcare of Texas, LLC as an enterprise project pursuant to a nomination and an application made by the City; and

WHEREAS, the City of Texarkana ("City") desires to pursue the creation of the proper economic and social environment in order to induce the investment of private resources in productive business enterprises located in the City and to provide employment to residents of enterprise zones and to other economically disadvantaged individuals; and

WHEREAS, pursuant to Chapter 2303, Subchapter F of the Texas Enterprise Zone Act, Texas Government Code ("Act"), Brim Healthcare of Texas, LLC has applied to the City for designation as an enterprise project; and

WHEREAS, the City finds that Brim Healthcare of Texas, LLC meets the criteria for designation as an enterprise project under Chapter 2303, Subchapter F of the Act on the following grounds:

- Brim Healthcare of Texas, LLC is a "qualified business" under Section 2303.402 of the Act since it will be engaged in the active conduct of a trade or business at a qualified business site within the governing body's jurisdiction located outside of an enterprise zone and at least thirty-five percent (35.0%) of the business' new employees will be residents of an enterprise zone, economically disadvantaged individuals, or veterans; and
- There has been and will continue to be a high level of cooperation between public, private, and neighborhood entities within the area; and
- The designation of Brim Healthcare of Texas, LLC as an enterprise project will contribute significantly to the achievement of the plans of the City for development and revitalization of the area.

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

SECTION 1: The City finds that Brim Healthcare of Texas, LLC meets the criteria for tax relief and other incentives adopted by the City and nominates Brim Healthcare of Texas, LLC for enterprise project status on the grounds that it will be located at the qualified business site, will create a higher level of employment, economic activity and stability.

SECTION 2: The City finds that it is in the best interest of the City to nominate Brim Healthcare of Texas, LLC as an enterprise project pursuant to the Act.

PASSED AND APPROVED in Regular Council Session on this the **9th day of May, 2022.**

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

Wadley Regional Medical Center

A STEWARD FAMILY HOSPITAL



May 4, 2022

Mayor Bob Bruggeman and City Council
City of Texarkana Texas

RE: Application for Texas Enterprise Zone Program

Dear City Council Members:

Wadley Regional Medical Center would like to request the City of Texarkana, Texas to submit a Texas Enterprise Zone application on our behalf. With an estimated \$217 million capital investment for Wadley's replacement facility, this designation will give eligibility to receive state sales and use tax refunds on qualified expenditures. As one of two acute care general hospitals in Texarkana, Wadley has proudly served this great community since 1900 and at its current location since 1959.

Wadley is a regional healthcare provider, and we understand the need to be more accessible to those we serve. This expansion will have a positive economic impact not only from the construction itself, but through retention and recruitment, all the while building a more efficient medical facility to meet the demands of the 21st century.

As you know, the nursing field is currently very unpredictable and tumultuous for hospitals across the nation, and Wadley is no exception. With a strong dependance on Agency Nurses, we strongly feel this significant capital investment will be a catalyst for recruitment and retention efforts of not only employees but physicians as well.

This capital investment will strengthen our local economy and further solidify Texarkana as a medical hub for healthcare services for the entire region. Thank you for your support and consideration of this request.

Respectfully,

Thomas Gilbert, FACHE
President
Wadley Regional Medical Center

City of Texarkana, Texas

Briefing Sheet

Version:

Update Date: 5/6/2022 2:21 PM

Lead Department: City Manager **Action Officer:** Vicky Coopwood, Assistant City Secretary
Subject: Ordinance No. 2022-044 reappointing the Municipal Judge, Sherry L. Jackson, J.D., and approving a two-year compensation agreement.

Briefing: 5/9/2022 **Public Hearing:** **Council Vote:** 5/9/2022

Item Schedule

Schedule 2: Brief once - vote once (two weeks)

Updates/History of Briefing:

Not Applicable.

Executive Summary and Background Information:

In Ordinance No. 145-09, the City Council established the City's municipal court as a "municipal court of record" pursuant to Chapter 30 of the Texas Government Code to provide a more efficient disposition of cases arising in the City and in order to more effectively enforce the ordinances of the City.

A municipal court of record is required to provide a court reporter to create and preserve a record in cases tried before the court, while an ordinary municipal court typically does not create or preserve a record. Appeals from either type of municipal court are generally to the county court. The creation and preservation of a "record" increases the efficiency of any appeals from decisions of the municipal court of record: such an appeal from a municipal court of record is based on specific points of error as contained in the "record". In contrast, an appeal from an ordinary municipal court results in a brand new trial since no record was created (the technical term is "trial de novo", meaning all of the witnesses and all of the documentation submitted in the first trial must be presented again).

Sec. 30.00006 of the Texas Government Code, applicable to judges of municipal courts of record, provides in pertinent part as follows:

Sec. 30.00006. JUDGE.

- (a) A municipal court of record is presided over by one or more municipal judges.
- (b) The governing body shall by ordinance appoint its municipal judges.
- (c) A municipal judge must:
 - (1) be a resident of this state;
 - (2) be a citizen of the United States;
 - (3) be a licensed attorney in good standing; and

City of Texarkana, Texas

(4) have two or more years of experience in the practice of law in this state.

(d) The governing body shall provide by ordinance for the term of office of its municipal judges. The term must be for a definite term of two or four years.

* * *

(h) The governing body shall determine the salary of a municipal judge. The amount of a judge's salary may not be diminished during the judge's term of office. The salary may not be based directly or indirectly on fines, fees, or costs collected by the court.

The Honorable Sherry Jackson, Municipal Judge of The Municipal Court of Record in the City of Texarkana, Texas, desires to be reappointed to another two-year term effective June 1, 2022.

Potential Options:

- Approve
- Deny

Fiscal Implications:

A reappointment with salary set at current levels is currently budgeted.

Staff Recommendation:

Staff recommends adoption of the ordinance as presented.

Advisory Board/Committee Review:

None

Board/Committee Recommendation:

NOT APPLICABLE

Advisory Board/Committee Meeting Date and Minutes:

NOT APPLICABLE

Attachments

- a. 2022-044 ORD Reappointing Municipal Judge (jcl rev) (DOCX)
- b. 2022-044 EXH 'A' Jackson 2022 v2 (DOCX)
- c. 2022-044 Goals & Perspectives (DOCX)

Staff Coordination

City Manager	David Orr	Department Head Review	Completed
	05/03/2022 4:50 PM		
City Manager	David Orr	City Manager Review	Completed 05/03/2022
4:50 PM			
City Council	Vicky Coopwood	Meeting	Pending 05/09/2022
6:00 PM			

City of Texarkana, Texas

Meeting History

ORDINANCE NO. 2022 - 044

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, REAPPOINTING SHERRY L. JACKSON, J.D., AS MUNICIPAL JUDGE OF THE MUNICIPAL COURT OF RECORD IN THE CITY OF TEXARKANA, TEXAS, FOR A TWO-YEAR TERM; APPROVING A COMPENSATION AGREEMENT AND DETERMINING THE SALARY FOR THE OFFICE OF MUNICIPAL JUDGE; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, Section 30.00006 of the Texas Government Code, applicable to municipal courts of record, provides that the governing body of the municipality shall provide by ordinance for the term of office of its municipal judges and shall determine the salary of a municipal judge; and

WHEREAS, the City Charter of the City of Texarkana, Texas, requires that the Council elect a municipal judge each even year by a majority vote for a two-year term; and

WHEREAS, Section 30.00006(c) of the Texas Government Code provides that a municipal judge must be a resident of this state, be a citizen of the United States, be a licensed attorney in good standing, and have two or more years of experience in the practice of law in this state; and

WHEREAS, the City Charter requires that a municipal judge shall have been a resident of the City of Texarkana, Texas, for at least one year preceding the appointment.

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

SECTION 1: That Sherry L. Jackson, J.D., is deemed qualified under the Texas Government Code and the City Charter to serve as Municipal Judge of the Municipal Court of Record in the City of Texarkana, Texas, and is hereby reappointed to that office for a term of two years commencing on June 1, 2022.

SECTION 2: That the salary for the Municipal Judge and other expense reimbursements, training requirements, and performance reporting shall be determined by the City Council as set forth in the Compensation Agreement as set out in **Exhibit "A"** to this Ordinance, incorporated herein by reference for all purposes, and such agreement is hereby approved.

SECTION 3: That the City Manager, on behalf of the City Council, is authorized and directed to execute the approved Compensation Agreement.

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 **9th** day of May, 2022.

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

Attachment: 2022-044 ORD Reappointing Municipal Judge (jcl rev) (3692 : 2022-044 ORD Reappointing the Municipal Judge)

COMPENSATION AGREEMENT

THIS AGREEMENT is made and entered into by and between the City of Texarkana, Texas, a municipal corporation (“CITY”) and Sherry L. Jackson, J.D. (“MUNICIPAL JUDGE”).

WITNESSETH:

WHEREAS, CITY desires to employ the services of Sherry L. Jackson, J.D. as the MUNICIPAL JUDGE of the City of Texarkana, Texas; and

WHEREAS, it is the desire of the City Council of the City of Texarkana, Texas, to provide certain compensation benefits, establish certain conditions of employment and to set working conditions of said MUNICIPAL JUDGE; and

WHEREAS, Sherry L. Jackson, J.D., desires to accept employment as the MUNICIPAL JUDGE of the City of Texarkana, Texas;

NOW, THEREFORE, for and in consideration of the mutual covenants contained herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged and confessed, the parties agree as follows:

Section 1. Duties.

CITY hereby agrees to employ said Sherry L. Jackson, J.D., as the MUNICIPAL JUDGE of said CITY to perform the functions and duties authorized under State law, the City Charter and City Ordinances, and to perform other legally permissible and proper duties and functions as the Council or City Manager shall from time to time assign.

Section 2. Term.

- A. Sherry L. Jackson, J.D., shall commence serving as the MUNICIPAL JUDGE on the first day of June, 2022, and continue serving under the terms of this contract through the last day of May, 2024. Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of the City Council to terminate the services of the MUNICIPAL JUDGE at any time, with or without cause. Sufficiency of cause shall be solely within the discretion of CITY. Nothing contained within this Agreement shall be construed to confer an expectation of continued employment or a property interest therein.
- B. Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of the MUNICIPAL JUDGE to resign at any time from her position with the CITY.
- C. MUNICIPAL JUDGE agrees to remain in the exclusive employ of CITY and to accept no other employment by another employer during the term of this Agreement. The term

“employment” shall not be construed to include occasional teaching, writing, consulting, serving as legal counsel for issues unrelated to CITY business, or mediation performed on the MUNICIPAL JUDGE’S time off or compensatory time off.

Section 3. Compensation and Benefits.

- A. CITY agrees to pay the MUNICIPAL JUDGE for her services rendered pursuant hereto an annual base salary of \$83,975.90 payable in accordance with the same schedule that other employees of the CITY are paid and subject to the same applicable deductions for taxes, social security, benefit plans and other wage withholdings.
- B. CITY agrees to provide the MUNICIPAL JUDGE with compensation benefits as follows:
 - (1) CITY to pay Health Insurance benefits for employee only;
 - (2) Texas Municipal Retirement System: employee contribution equal 7% Matching Ration 2:1;
 - (3) Longevity pay in accordance with CITY practices as it relates to other CITY employees;
 - (4) Professional and Association dues to appropriate memberships in State organizations and other related training as approved in consultation with the City Manager. Approved training and travel will be reimbursed at normal and customary CITY rates.
 - (5) The salary amounts in Section 3A shall be increased in the event the City Council budgets and appropriates a percentage increase of salaries for director-level City employees, and shall not be reduced unless the City Council and MUNICIPAL JUDGE mutually agree in writing to such reduction, or unless a “Force Majeure” event requires such a reduction for all CITY payroll.

Section 4. Performance Evaluation.

The MUNICIPAL JUDGE, at least once annually, shall provide the City Council with a written report of her continuing education activities and any specific areas of interest related to her abilities to perform the full range of her court duties.

Section 5. Hours of Work.

The position of MUNICIPAL JUDGE is a professional position, and MUNICIPAL JUDGE agrees that during regular business hours she will generally be involved in the pursuit of CITY business. CITY recognizes that on occasion the MUNICIPAL JUDGE must devote time outside regular business hours of municipal office in performing her powers and duties (i.e. night court, etc.), and CITY agrees that the MUNICIPAL JUDGE may attend to personal matters during regular business hours when such use is reasonable and does not interfere with her duties or is compelled by unusual circumstances.

Section 6. Expenses.

The MUNICIPAL JUDGE shall be reimbursed for job-related expenses incurred in the conduct of CITY business, in the same manner and for the same purposes as other CITY employees.

Section 7. Severance.

If, and only if, terminated other than “for cause” by the City Council as defined hereinbelow, the MUNICIPAL JUDGE shall upon termination receive one lump sum payment of severance pay not to exceed the equivalent of two (2) months standard salary plus accumulated vacation time as provided in CITY’s Personnel Handbook. If the MUNICIPAL JUDGE resigns of her own initiative, leaves for other employment, retires, or is terminated “for cause” this section does not apply. The term “for cause,” as used in this section, shall mean a conviction for a misdemeanor involving moral turpitude or personal gain or for any felony or a pattern of insubordination which stems from a persistent failure to comply with a legally authorized written directive from the City Manager or City Council and which continues after a reasonable opportunity to remediate such failure to comply.

Section 8. Vacation, Sick Leave, Retirement, and other Benefits.

In addition to the benefits provided in this Agreement, all provisions of CITY’s Code of Ordinances and Employee Personnel Handbook relating to health care, vacation, sick leave, retirement system contributions, holidays and other fringe benefits and working conditions as they now exist or may be amended, shall also apply to the MUNICIPAL JUDGE as they would to other employees of the CITY, insofar as those provisions, rules and regulations are not inconsistent with this Agreement.

Section 9. Notices.

Any notice required or permitted to be delivered hereunder shall be deemed received when sent by United States mail, postage prepaid, certified mail, return receipt requested, addressed to CITY or MUNICIPAL JUDGE as the case may be at the address set forth opposite the signature of the party.

Section 10. Entire Agreement.

This Agreement constitutes the sole and only agreement of the parties and supersedes any prior understandings or written or oral agreements between the parties respecting this subject matter.

Section 11. Successor and Assigns.

This Agreement shall be binding on and inure to the benefit of the parties to it and their respective heirs, executors, administrators, legal representatives, successors, and assigns.

Section 12. Governing Law.

This Agreement is governed by the laws of the State of Texas; and venue for any action concerning this Agreement shall be Bowie County, Texas.

Section 13. Amendment.

This Agreement may be amended by the mutual written agreement of the parties.

Section 14. Legal Construction.

In the event any one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provisions, and the Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained in it.

Section 15. No Waiver.

The failure to enforce or insist on performance of any term or provision of this Agreement by CITY shall not be construed as a waiver of such provision.

Section 16. Force Majeure.

Notwithstanding any other provision of this Agreement, CITY shall not be liable for its non-performance or delayed performance of any duty or obligation owed to MUNICIPAL JUDGE, by this Agreement or otherwise, because of a "Force Majeure" (defined as an event, circumstance, or act that is beyond the CITY's reasonable control, such as an act of God, an act of the public enemy, strikes, other labor disturbances, natural or government-declared disasters, hurricanes, earthquakes, fires, floods, epidemics, pandemics, embargoes, war, riots, ransomware or cyber events, or any other similar cause).

EXECUTED this _____ day of May, 2022.

MUNICIPAL JUDGE

By: _____
 Sherry L. Jackson, J.D.
 Texas Municipal Court
 100 N. Stateline, Box 1
 Texarkana, Texas 75501

CITY OF TEXARKANA, TEXAS

By: _____
 David W. Orr, Ph.D.
 City Manager
 220 Texas Blvd.
 Texarkana, Texas 75501

ATTEST:

By: _____
 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: 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:

City of Texarkana, Texas

Briefing Sheet

Version:

Update Date: 5/5/2022 12:39 PM

Lead Department: Public Works Department **Action Officer:** Dusty Henslee,
Subject: Resolution No. 2022-043 naming the new bridge over Wagner Creek on Gibson Lane as the "Officer Jason Sprague Memorial Bridge".

Briefing: 5/9/2022 **Public Hearing:** **Council Vote:** 6/13/2022

Item Schedule

Schedule 2: Brief once - vote once (two weeks)

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

At the Council meeting on April 25, 2022, Councilmember Harp requested that an agenda item be added on the next meeting to consider naming the new bridge over Wagner Creek on Gibson Lane after Officer Jason Sprague. Please see that attached Exhibit A.

At approximately 12:30 a.m. on Friday, June 14, 2013, Texarkana Texas Police Officer Jason Sprague responded to reports of a large disturbance involving about 100 people at Grady T. Wallace Park. As he was attempting to make contact with the driver of a SUV, the vehicle suddenly accelerated, struck him, and then fled the area. Officer Sprague was transported to a local hospital where he succumbed to his injuries the following morning, June 15th.

Jason had served with the Texarkana Police Department for two years and had previously served with several agencies in Arkansas. He is survived by his wife and young son, his mother and stepfather, his father, two brothers and two sisters.

If approved, staff will install "OFFICER JASON SPRAGUE MEMORIAL BRIDGE" on both ends the new bridge.

Potential Options:

- Approve naming of bridge
- Not Approve naming of bridge

Fiscal Implications:

Funds are available to cover costs of signs

Staff Recommendation:

Staff recommends approval

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. 2022-043 Goals & Perspectives (DOCX)
- b. 2022-043 EXH 'A' Location Map (PDF)
- c. 2022-043 RES Naming Gibson Ln. Bridge (Sprague) (DOCX)

Staff Coordination

Public Works Department	Dusty Henslee	Department Head Review
Completed	05/03/2022 11:11 AM	
Police	Kevin Schutte	Review
11:49 AM	Completed	05/03/2022
City Manager	David Orr	City Manager Review
4:16 PM	Completed	05/05/2022
City Council	Vicky Coopwood	Meeting
6:00 PM	Pending	05/09/2022

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:

Staff time required if item is approved: No Additional

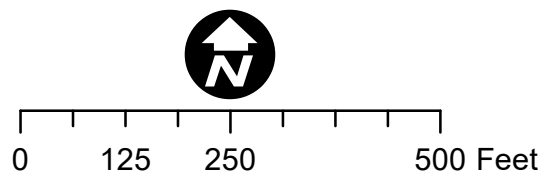
Other Potential Impacts:

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:



Officer Jason Sprague Memorial Bridge

2022-043 EXH 'A'



LEGEND

 Officer Jason Sprague Memorial Bridge



Celebrating

60 YEARS

MTG

ENGINEERS & SURVEYORS

est. 1962

5930 Summerhill Road
Texarkana, TX 75553

903.836.8533 telephone
903.832.4700 facsimile
TSPE No. F-354

Attachment: 2022-043 EXH 'A' Location Map (3691 : 2022-043 RES Naming Gibson Ln. Bridge over Wagner Creek (Sprague))

RESOLUTION NO. 2022-043

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, APPROVING AND AUTHORIZING THE CITY MANAGER TO EXECUTE ALL DOCUMENTS NECESSARY FOR OFFICIALLY NAMING THE BRIDGE OVER WAGNER CREEK ON GIBSON LANE THE “OFFICER JASON SPRAGUE MEMORIAL BRIDGE” IN HONOR OF HIS FAITHFUL SERVICE TO THE CITY OF TEXARKANA, TEXAS; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, our City is honored to be represented by many young men and women as they serve in our Police Department, sadly, some are asked to pay the ultimate sacrifice for our City; and

WHEREAS, at approximately 12:30 a.m. on Friday, June 14, 2013, Texarkana Texas Police Officer Jason Sprague responded to reports of a large disturbance involving about 100 people at Grady T. Wallace Park. As he was attempting to make contact with the driver of an SUV, the vehicle suddenly accelerated, struck him, and then fled the scene. Officer Sprague was transported to a local hospital where he succumbed to his injuries the following morning, on June 15th; and

WHEREAS, Officer Sprague had served with the Texarkana Police Department for two years and also previously served with several agencies in Arkansas, he was survived by his wife, young son, mother, stepfather, his father, two brothers, and two sisters; and

WHEREAS, the City of Texarkana, Texas, desires to officially name the bridge over Wagner Creek on Gibson Lane, as shown in **Exhibit “A”**, the “**Officer Jason Sprague Memorial Bridge**” in honor of this man who was killed in the line of duty; and

WHEREAS, the appropriate signage will be installed to meet the Texas Manual on Uniform Traffic Control guidelines; and

WHEREAS, the dedication of this bridge will serve as a reminder to all who travel through the area of the courage, commitment, and faithfulness representative of his life, Officer Jason Sprague, as he served the citizens of Texarkana, Texas.

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

SECTION 1: That the City Council of the City of Texarkana, Texas, approves and authorizes the City Manager to execute all documents necessary for officially naming the bridge over Wagner Creek on Gibson Lane the “**Officer Jason Sprague Memorial Bridge**” in honor of his faithful service to the City of Texarkana, Texas.

SECTION 2: 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 13th day of June, 2022.

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

Attachment: 2022-043 RES Naming Gibson Ln. Bridge (Sprague) (3691 : 2022-043 RES Naming Gibson Ln. Bridge over Wagner Creek

City of Texarkana, Texas

Briefing Sheet

Version:

Update Date: 4/20/2022 1:08 PM

Lead Department: Planning & Zoning Commission **Action Officer:** Laura Puckett, Administrative Coordinator

Subject: Ordinance No. 2022-036 granting a Specific Use Permit to allow the location of a single-wide HUD code manufactured home on Lots 1, and 2, Block 2, Grandview Addition, located at the southwest corner Findley Street and McBride Street. Curtis Murray, owner.

Briefing: 5/9/2022 **Public Hearing:** 5/9/2022 **Council Vote:** 5/9/2022

Item Schedule

Schedule 2: Brief once - vote once (two weeks)

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

This is a request by Curtis Murray, owner, for a Specific Use Permit to allow the location of a double wide HUD code manufactured home as a residence on Lots 1, and 2, Block 2, Grandview Addition, located the southwest corner of Findley Street and McBride Street. The property is currently zoned Single Family-3 and is vacant land.

The adjacent zoning is Single Family-2 to the east and north, and Single Family-3 to the west and south. The adjacent land use is a residence to the west, and vacant land to the east, west, and south.

The Future Land Use Map shows a designation of "Neighborhood Residential".

The City's Zoning Ordinance was amended to comply with the state law in 2002, requiring that all manufactured housing be HUD code building standard. This amendment also stipulated that all HUD code manufactured homes inside the city limits be placed in the Single Family-3 zoning district along with the approval of a Specific Use Permit.

Staff recommends for approval of this request with the following stipulations:

1. That one new 2020 or newer single wide HUD code manufactured home be allowed on this property.
2. That the single wide HUD code manufactured home be tied down/skirted/underpinned.

City of Texarkana, Texas

3. That the single wide HUD code manufactured home be used for dwelling purposes only, human occupancy only.
4. That the Specific Use Permit be in effect for a period of three (3) years, beginning at the date of this Ordinance. It is the owner's responsibility to renew this permit.
5. That if the HUD code manufactured home is not placed on the property within the three (3) year period, the Specific Use Permit will automatically be revoked.
6. The metal fencing on the property must be removed.
7. That all driveways, parking, building codes/setbacks, engineered foundation, platting and flood plain requirements must be in accordance with the City of Texarkana, Texas codes.

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

Potential Options:

Approve or deny

Fiscal Implications:

NOT APPLICABLE

Staff Recommendation:

Staff recommends for approval of this request with stipulations.

Advisory Board/Committee Review:

Planning and Zoning Commission

Board/Committee Recommendation:

The Planning and Zoning Commission unanimously recommended for approval of this request with stipulations.

Advisory Board/Committee Meeting Date and Minutes:

April 4, 2022

Attachments

- a. 2022-036 ORD granting SUP at SW corner of Findley and McBride (DOCX)
- b. 2022-036 ATTH 01 (Maps) (PDF)
- c. 2022-036 ATTH 02 (Floorplan) (PDF)
- d. 2022-036 Goals & Perspectives (DOCX)

Staff Coordination

City of Texarkana, Texas

Building Code Administration	Mashell Daniel	Reviewer	Completed
04/18/2022 3:17 PM			
City Manager	David Orr	Reviewer	Completed
8:47 AM			04/20/2022
City Council	Jennifer Evans	Meeting	Completed
6:00 PM			04/25/2022

Meeting History

04/25/22 City Council MOVED FORWARD Next: 05/09/22
 Mashell Daniel briefed this agenda item.

ORDINANCE NO. 2022-036

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AMENDING THE ZONING MAP SHOWING THE LOCATION, BOUNDARY, AND USE OF CERTAIN PROPERTY BY THE GRANTING OF SPECIFIC USE PERMIT NO. S-750 TO ALLOW THE LOCATION OF A HUD CODE MANUFACTURED HOME ON LOTS 1, AND 2, BLOCK 2, GRANDVIEW ADDITION, LOCATED AT THE SOUTHWEST CORNER OF FINDLEY STREET AND MCBRIDE STREET, 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 an amendment to the Zoning Ordinance to grant a **Specific Use Permit** to allow the location of a HUD code manufactured home on **Lots 1, and 2, Block 2, in the Grandview Addition, located at the southwest corner of Findley Street and McBride Street**, 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 have afforded and held full and fair hearings 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 five (5) to zero (0) to recommend** to the City Council of Texarkana, Texas, that a **Specific Use Permit be granted to allow the location of a HUD code manufactured home with stipulations** on said property; 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 granting the **Specific Use Permit** 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 further amended to grant **Specific Use Permit Numbered S-750 for the location of a HUD code manufactured home** on Lots 1, and 2, Block 2, in the Grandview Addition, located at the southwest corner of Findley Street and McBride Street, in the City of Texarkana, Bowie County, Texas.

SECTION 2: That the following stipulations are hereby imposed and made a part of this ordinance:

1. That a 2022 or newer single-wide HUD code manufactured home be allowed on this property. See attached floor plan of home.
2. That the single-wide HUD code manufactured home be tied down/skirted/underpinned.
3. That the single-wide HUD code manufactured home be used for dwelling purposes only, human occupancy only.
4. That the Specific Use Permit be in effect for a period of three (3) years, beginning at the date of this ordinance. It is the owner's responsibility to renew this permit.
5. That if the HUD code manufactured home is not placed on the property within the three (3) year period, the Specific Use Permit will automatically be revoked.
6. Must remove metal fencing on the property.
7. That all driveways, parking, building codes/setbacks, engineered foundation, platting and flood plain requirements must be in accordance with the City of Texarkana, Texas codes.

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

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.

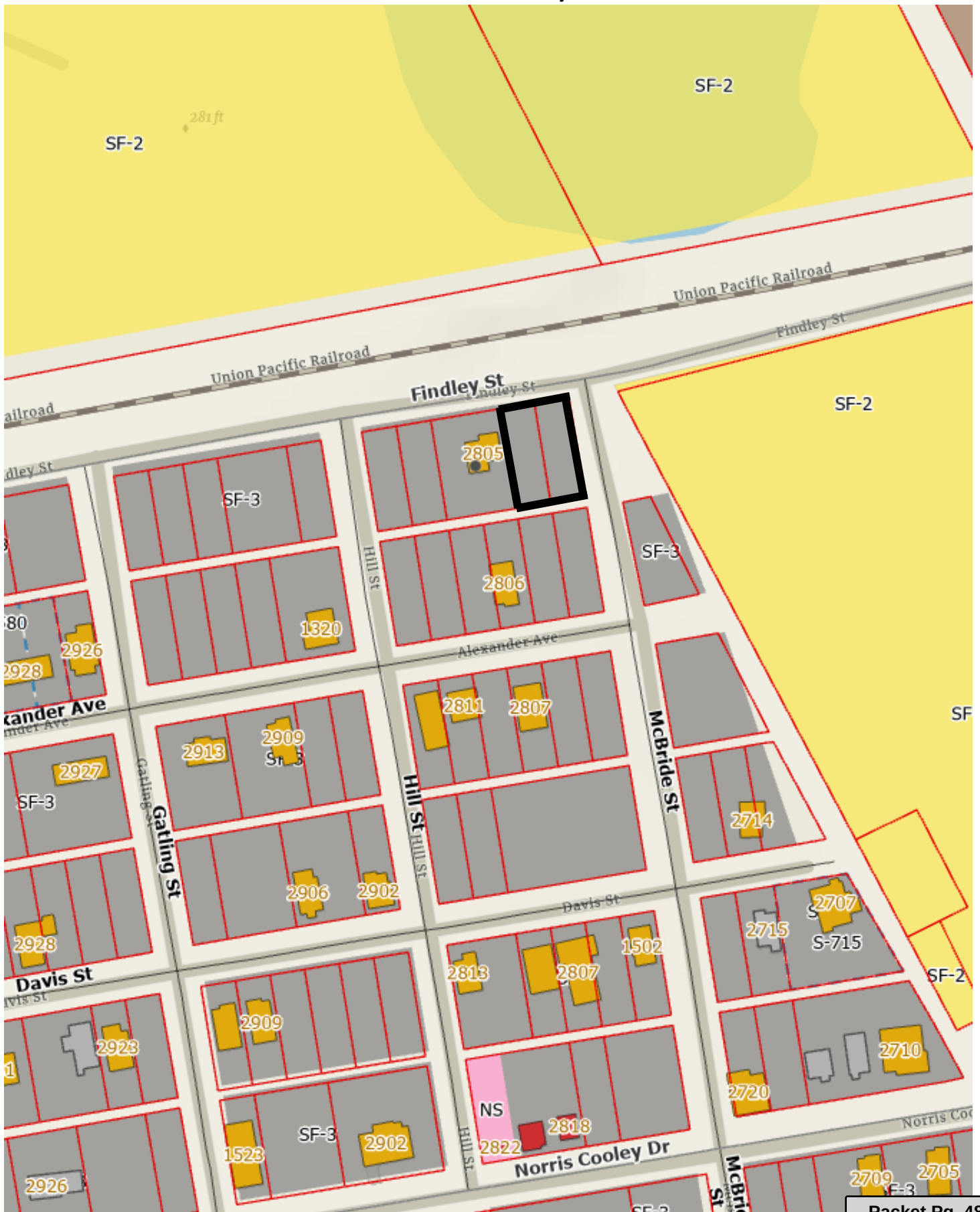
PASSED AND APPROVED in Regular Council Session on this the **9th day of May, 2022.**

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

Southwest Corner of Findley St. & McBride St.



Southwest Corner of Findley St. & McBride St.



Attachment: 2022-036 ATTH 01 (Maps) (3676 : 2022-036 ORD granting SUP for HUD code manufactured home at SW corner Findley & McBride)

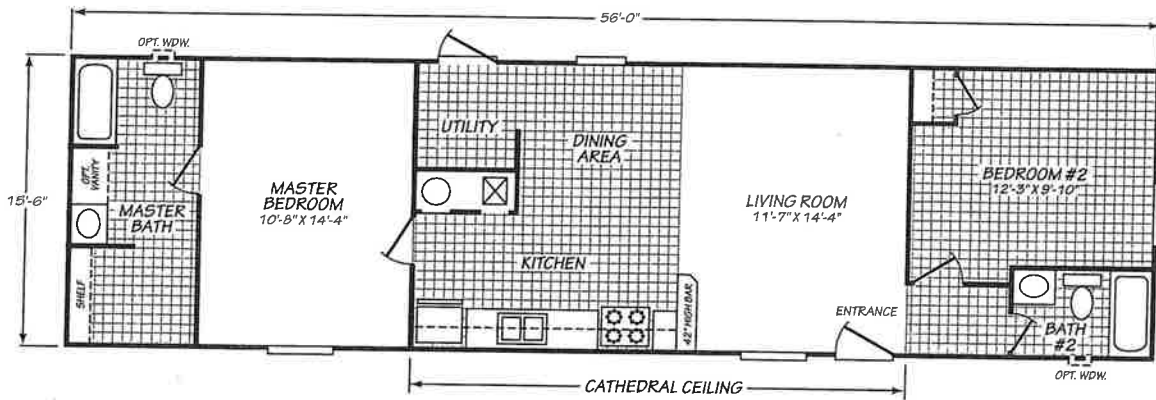
2022-036 ATTH 02
S-750



Manufactured By FLEETWOOD

VELOCITY

MODEL 16562V



Curtis Lee Murray

MODEL 16562V

2 Bedroom | 2 Bath | 868 Square Feet

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Rev. 4/15

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:

City of Texarkana, Texas

Version:

Update Date: 4/18/2022 9:25 AM

Briefing Sheet

Lead Department: Planning & Zoning Commission **Action Officer:** Laura Puckett, Administrative Coordinator
Subject: Ordinance No. 2022-037 granting a Specific Use Permit to allow the location of a daycare on an approximate 2.58-acre tract of land (being Tract 3), Chancellor Beach HRS, A-731, located at 3700 North Robison Road. Christine Boulton, owner.

Briefing: 5/9/2022 **Public Hearing:** 5/9/2022 **Council Vote:** 5/9/2022

Item ScheduleSchedule 2: Brief once - vote once (two weeks)**Updates/History of Briefing:**

NOT APPLICABLE

Executive Summary and Background Information:

This is a request by Christine Boulton, owner for a Specific Use Permit to allow a daycare/preschool on an approximate 2.58-acre tract of land (being Tract 3) in the Chancellor Beach HRS, A-731 (Exhibit 'A'), located at 3700 North Robison Road. The property is zoned Multiple Family-1 and is currently a church.

The Future Land Use Map has designated this property as "Office Institutional".

The adjacent zoning is General Retail to the north, south, east, and west. The adjacent land usage is businesses to the north, south, and west, and vacant land to the east.

A Specific Use Permit is required to allow daycare (preschool aged children) use in this zoning district. It appears that there is adequate parking for this business.

Staff recommends for approval of this request.

The applicant should also be aware that if this zoning change is approved, all other applicable city code/ordinance requirements must be met including but not limited to building codes, setbacks, subdivision, fire, parking, drainage, water and sewer prior to the issuance of building permits.

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

City of Texarkana, Texas

Potential Options:

Approve or deny

Fiscal Implications:

NOT APPLICABLE

Staff Recommendation:

Staff recommends for approval of this request.

Advisory Board/Committee Review:

Planning and Zoning Commission

Board/Committee Recommendation:

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

Advisory Board/Committee Meeting Date and Minutes:

April 4, 2022

Attachments

- a. 2022-037 ORD SUP for Daycare at 3700 N Robison Rd (DOCX)
- b. 2022-037 EXH 'A' (Legal Description) (PDF)
- c. 2022-037 ATTH 01 (Maps) (PDF)
- d. 2022-037 Goals & Perspectives (DOCX)

Staff Coordination

Building Code Administration	Mashell Daniel	Reviewer	Completed
04/18/2022 3:18 PM			
City Manager	David Orr	Reviewer	Completed
8:48 AM			04/20/2022
City Council	Jennifer Evans	Meeting	Completed
6:00 PM			04/25/2022

Meeting History

04/25/22 City Council MOVED FORWARD Next: 05/09/22
Mashell Daniel briefed this agenda item.

ORDINANCE NO. 2022-037

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AMENDING THE ZONING MAP SHOWING THE LOCATION, BOUNDARY, AND USE OF CERTAIN PROPERTY BY THE GRANTING OF SPECIFIC USE PERMIT NO. S-751 TO ALLOW THE LOCATION OF A DAYCARE ON A 2.58-ACRE TRACT OF LAND (BEING TRACT 3), IN THE CHANCELLOR BEACH HRS, A-731, LOCATED AT 3700 NORTH ROBISON 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 an amendment to the Zoning Ordinance to grant a **Specific Use Permit** to allow the location of a daycare on a **2.58-acre tract of land (being Tract 3), in the Chancellor Beach HRS, A-731 (Exhibit 'A'), located at 3700 No. Robison Road**, 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 have afforded and held full and fair hearings 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 five (5) to zero (0) to recommend** to the City Council of Texarkana, Texas, that a **Specific Use Permit be granted to allow the location of a daycare** on said property; 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 granting the **Specific Use Permit** 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 further amended to grant **Specific Use Permit Numbered S-751 for the location of a daycare** on a 2.58-acre tract of land (being Tract 3) (**Exhibit 'A'**), in the Chancellor Beach HRS, A-731, located at 3700 No. Robison Road, in the City of Texarkana, Bowie County, Texas.

SECTION 2: All ordinances or parts of ordinances in conflict herewith are specifically repealed to the extent of such conflict.

SECTION 3: 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 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 **9th day of May, 2022.**

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

DESCRIPTION OF PROPERTY

All that certain tract or parcel of land situated in the CHANCELLOR BEACH HEADRIGHT SURVEY, A- 731, Bowie County, Texas Being a portion of a certain 3.907 acre tract of land conveyed by R. S. Oswo and A. P. Miller to the Trustees of First Church of the Nazarene, Texarkana, Texas by Deed dated April 23, 1971 of record in Volume 528, Page 566 of the Deed Records of Bowie County, Texas, and being more particularly described by metes and bounds as follows:

BEGINNING at an iron pipe for corner at the Southwest corner of Lot No. 1 of the Mary E. Mills Subdivision, a part of said Beach Headright Survey and W. M. Ector Headright Survey, as shown by plat of said Subdivision recorded in Volume 40, Page 260 of the Plat Records of Bowie County, Texas, said point being in the East line of said 3.907 acre tract;

THENCE - S. 00° 31' 59" E., with the East line of said 3.907 acre tract, 492.53 ft. to a 1/2" iron pin set for corner at the North right-of-way line of F. M. Road No. 559 (Richmond Road);

THENCE - N. 62° 03' 31" W., with said Richmond Road right-of-way line, 255.95 ft. to a brass monument at the intersection of the North right-of-way line of said Richmond Road with the East right-of-way line of Robison Road;

THENCE - N. 12° 23' 29" W., with the East right-of-way line of said Robison Road, 56.05 ft. to a brass monument at an angle point in said right-of-way;

THENCE - N. 02° 11' 20" W., continuing with said right-of-way line, 351.51 ft. to an iron pipe for corner;

THENCE - N. 87° 34' 27" E., partially along a fence line, 246.40 ft. to an iron pin set for corner in the East line of said 3.907 acre tract;

THENCE - S. 02° 03' 05" E., with the East line of said 3.907 acre tract, 43.86 ft. to the POINT OF BEGINNING. The above previously described property being surveyed by Richard V. Hall, Jr. contains 2.615 (call) or 2.574 (measure) acres of land, more or less.

2400

345 ft

GR

S-276

Kennedy Ln

Kennedy Ln

PD-84-2

2000

S-224

1902

Robison Rd

PD-87-5

2021

B

S 2017

Richmond Rd

350 ft

1901

PD-11-7

PD-04-1

3601

SF-2

Wildwood Dr

Wildwood Dr

Oak Hill Rd

Oak Hill Rd

Robison Rd

3700

ME-1

GR

PD-85-1

3225

3223

3113

3115

3107

1000

400

200

Space Dr

3701

3621

3619

3617

3521

1802

1720

1718

1708

1702

PD-12-4

1801

3622

3509

3512

3505

3510

3503

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3501

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3700 N Robison Rd.



Attachment: 2022-037 ATTH 01 (Maps) (3677 : 2022-037 ORD SUP for daycare at 3700 N Robison Rd)

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:

City of Texarkana, Texas

Version:

Update Date: 4/20/2022 1:08 PM

Briefing Sheet

Lead Department: Planning & Zoning Commission **Action Officer:** Laura Puckett, Administrative Coordinator
Subject: Ordinance No. 2022-038 granting an amendment to PD-20-6(GR) for site plan approval on Lot 1, Block 1, Richmond Moores Subdivision, located at 5605 Richmond Road. Kirk Patton, PHRMG Developers, owners, and Marcus Foran, Agent.

Briefing: 5/9/2022 **Public Hearing:** 5/9/2022 **Council Vote:** 5/9/2022

Item ScheduleSchedule 2: Brief once - vote once (two weeks)**Updates/History of Briefing:**

NOT APPLICABLE

Executive Summary and Background Information:

This is a request for site plan approval by Kirk Patton, PHRMG Developers, owner, and Marcus Foran, agent, requesting a site plan approval on a 1.501-acre tract of land, Lot 1, Block1, Richmond-Moores Subdivision, located at 5605 Richmond Road. This property is vacant land.

The adjacent zoning is Planned Development General Retail to the north, south, and west, and General Retail to the east. The adjacent land use is carwash to the north, a restaurant and multi-tenant general retail to the south and east, and vacant land to the west.

The Future Land Use Map designates this property as "Neighborhood Retail".

The site plan consists of the following:

1. The construction of a 6,092 sq. ft. building.
2. The façade will be stone and brick.
3. The access driveway will be off Richmond Road and Moores Lane. Any driveway improvements on Richmond will need TXDOT approval.
4. 84 parking spaces and 4 handicapped spaces. Each parking space must be a minimum of 180 sq. ft. (9'x20' or 10'x18').
5. A 35' pole sign. No Electronic messaging will be allowed. Wall signs as indicated on the elevations.
6. Screened dumpster located in the northwest corner of the parking lot.
7. Drive thru located at the south side of building.

Fire Department comments as follows:

City of Texarkana, Texas

8. If the most remote part of the building is more than 150 feet away “travel distance” from the centerline of a public road the property must have a fire lane and adequate turning radius for 40’ WB.
9. If the most remote part of the building is more than 400 feet away “travel distance” from a fire hydrant a new hydrant will have to be added.
10. If the building is being sprinkled the FDC must be no more than 100 feet away “travel distance” from the nearest fire hydrant.

Texarkana Water Utilities Comments as follows:

1. There is an existing 6” water main on the west side of Richmond Road and on the south side of Moores Lane.
2. There is an existing 8” sanitary sewer main on the north side of Moores Lane and on the west side of Richmond Road. The exact locations will need to be field verified.
3. A grease trap with sample port will be required for the kitchen, and verification that only grease-bearing wastewater is going to the grease trap.
4. HVAC condensate shall not discharge to sanitary sewer.
5. An RPPA shall be installed on domestic water meter.
6. An RPPA shall be installed on lawn irrigation system if installed. Lawn irrigation system shall have a separate tap and meter. Irrigation system shall be a 1-inch meter as a minimum.
7. A review of internal plumbing plans for potential cross connection and backflow issues is required.

The applicant should also be aware that if this site plan approval item is approved, all other applicable city code/ordinance requirements must be met including but not limited to building codes, setbacks, subdivision, fire, parking, drainage, water and sewer prior to the issuance of building permits.

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

Potential Options:

Approve or deny

Fiscal Implications:

NOT APPLICABLE

Staff Recommendation:

Staff recommends for approval of this request with stipulations.

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 this request with stipulations.

Advisory Board/Committee Meeting Date and Minutes:

April 4, 2022

Attachments

- a. 2022-038 ORD site plan approval at 5605 Richmond Rd (DOCX)
- b. 2022-038 EXH 'A' (Site Plan)(PDF)
- c. 2022-038 ATTH 01 (Maps) (PDF)
- d. 2022-038 ATTH 02 (Elevations Renderings)(PDF)
- e. 2022-038 Goals & Perspectives (DOCX)

Staff Coordination

Building Code Administration	Mashell Daniel	Reviewer	Completed
04/18/2022 3:17 PM			
City Manager	David Orr	Reviewer	Completed 04/18/2022
4:12 PM			
City Council	Jennifer Evans	Meeting	Completed 04/25/2022
6:00 PM			

Meeting History

04/25/22 City Council MOVED FORWARD Next: 05/09/22
Mashell Daniel briefed this agenda item.

ORDINANCE NO. 2022-038

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AMENDING PD-20-6(GR) FOR SITE PLAN APPROVAL ON LOT 1, BLOCK 1, RICHMOND MOORES SUBDIVISION, LOCATED AT 5605 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 requesting the approval of a **site plan (Exhibit ‘A’)** to **remodel existing building on Lot 1, Block 1, Richmond Moores Subdivision, located at 5605 Richmond Road** in the City of Texarkana, Bowie County, Texas; and

WHEREAS, the subject property is zoned Planned Development-General Retail [PD-20-6(GR)], and approval of the site plan **(Exhibit ‘A’)** would constitute an amendment to PD-20-6(GR); and

WHEREAS, the proposed use is consistent with the listed uses in the Land Development Code for the zoning classification of Planned Development-General Retail; 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 this amendment, have given the requisite notices by publication and otherwise, and have afforded and held full and fair hearings 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 five (5) to zero (0) to recommend approval of the petition for a site plan (Exhibit ‘A’)** to the City Council of the City 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’)** on **Lot 1, Block 1, Richmond Moores Subdivision, located at 5605 Richmond Road** in the City of Texarkana, Texas, Bowie County, Texas, is hereby approved and hereby amends PD-20-6(GR).

SECTION 2: PD-20-6(GR) is hereby amended by approval of the site plan (**Exhibit ‘A’**), incorporated herein by reference for all purposes, and includes the following:

Phase I:

1. The construction of a 6,092 sq. ft. building.
2. The façade will be stone and brick.
3. The access driveway will be off Richmond Road and Moores Lane. Any driveway improvements on Richmond will need TxDOT approval.
4. Eighty-four (84) parking spaces and four (4) handicapped spaces. Each parking space must be a minimum of 180 sq. ft. (9’x20’ or 10’x18’).
5. A 35’ pole sign. No Electronic messaging will be allowed. Wall signs as indicated on the elevations.
6. Screened dumpster located in the northwest corner of the parking lot.
7. Drive thru located at the south side of building.

Fire Department comments as follows:

8. If the most remote part of the building is more than 150 feet away “travel distance” from the centerline of a public road the property must have a fire lane and adequate turning radius for 40’ WB.
9. If the most remote part of the building is more than 400 feet away “travel distance” from a fire hydrant a new hydrant will have to be added.
10. If the building is being sprinkled the FDC must be no more than 100 feet away “travel distance” from the nearest fire hydrant.

Texarkana Water Utilities comments as follows:

1. There is an existing 6” water main on the west side of Richmond Road and on the south side of Moores Lane.
2. There is an existing 8” sanitary sewer main on the north side of Moores Lane and on the west side of Richmond Road. The exact locations will need to be field verified.
3. A grease trap with sample port will be required for the kitchen, and verification that only grease-bearing wastewater is going to the grease trap.
4. HVAC condensate shall not discharge to sanitary sewer.
5. An RPPA shall be installed on domestic water meter.
6. An RPPA shall be installed on lawn irrigation system if installed. Lawn irrigation system shall have a separate tap and meter. Irrigation system shall be a 1-inch meter as a minimum.
7. A review of internal plumbing plans for potential cross connection and backflow issues is required.

SECTION 3: 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 4: All ordinances or parts of ordinances in conflict herewith are specifically repealed to the extent of such conflict.

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 **9th day of May, 2022.**

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR



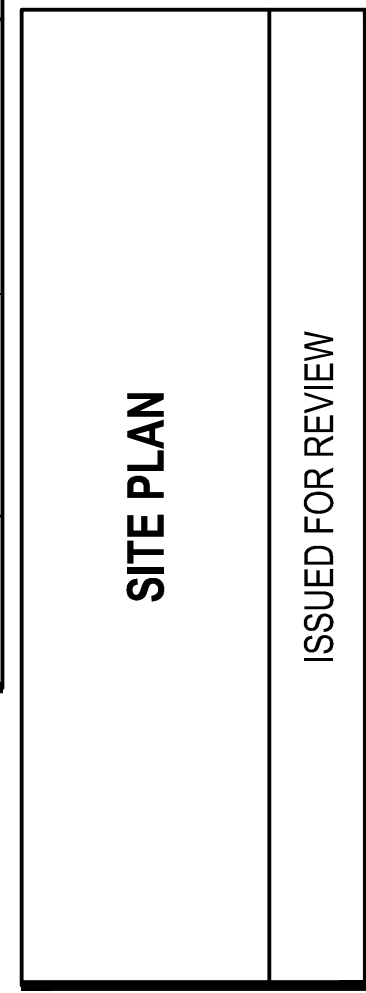
**JOHNSON
& PACE**
INCORPORATED

ENGINEERING • ARCHITECTURE • SURVEYING

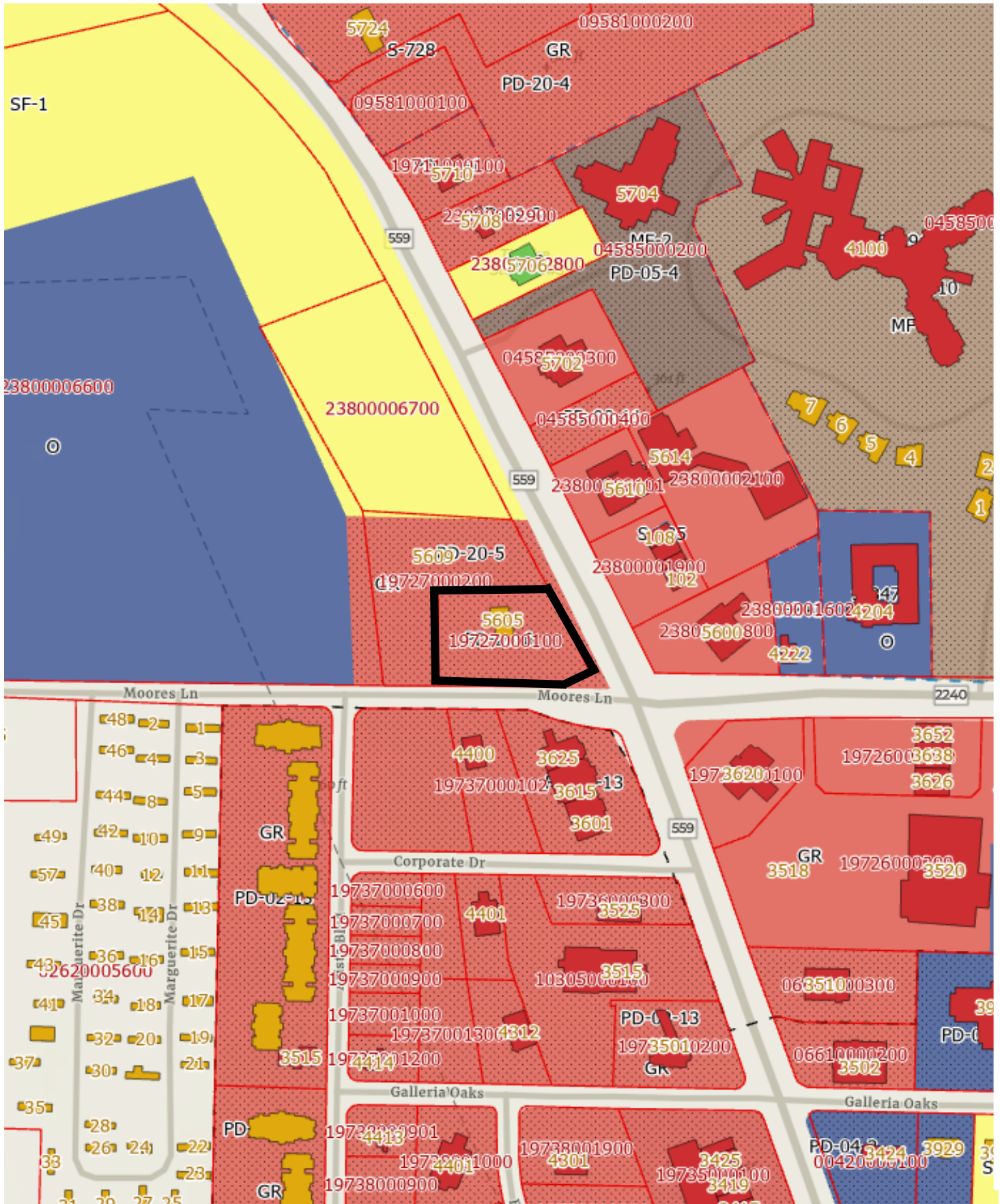
1221 NW LOOP 281, SUITE 100,
LONGVIEW, TEXAS 75604
(800)753-0683 FAX (800)753-8803
website: www.johnsonpace.com
TDEE F-4691

This document is released for the purpose of interim review under the authority of Travis Crafton, P.E. # 101984. It is not to be used for construction, bidding, or permit purposes.

BRAUM'S ICE CREAM AND DAIRY STORE
RICHMOND ROAD AND MOORES LANE
TEXARKANA, TEXAS

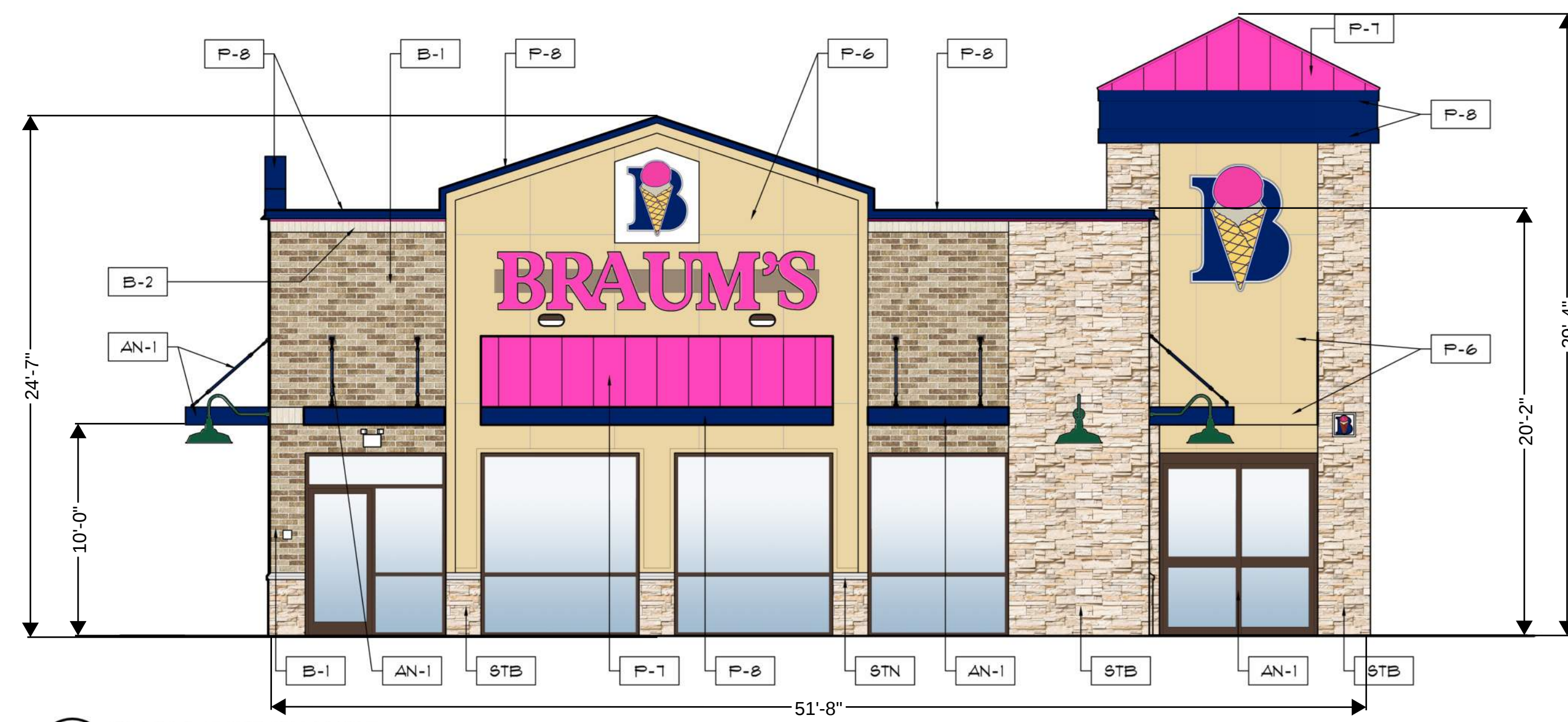
[illegible]Packet Pg. 66

Attachment: 2022-038 ATTH 01 (Maps) (3678 : 2022-038 ORD granting Amendment to PD-20-6(GR) site plan approval at 5605 Richmond Rd.)



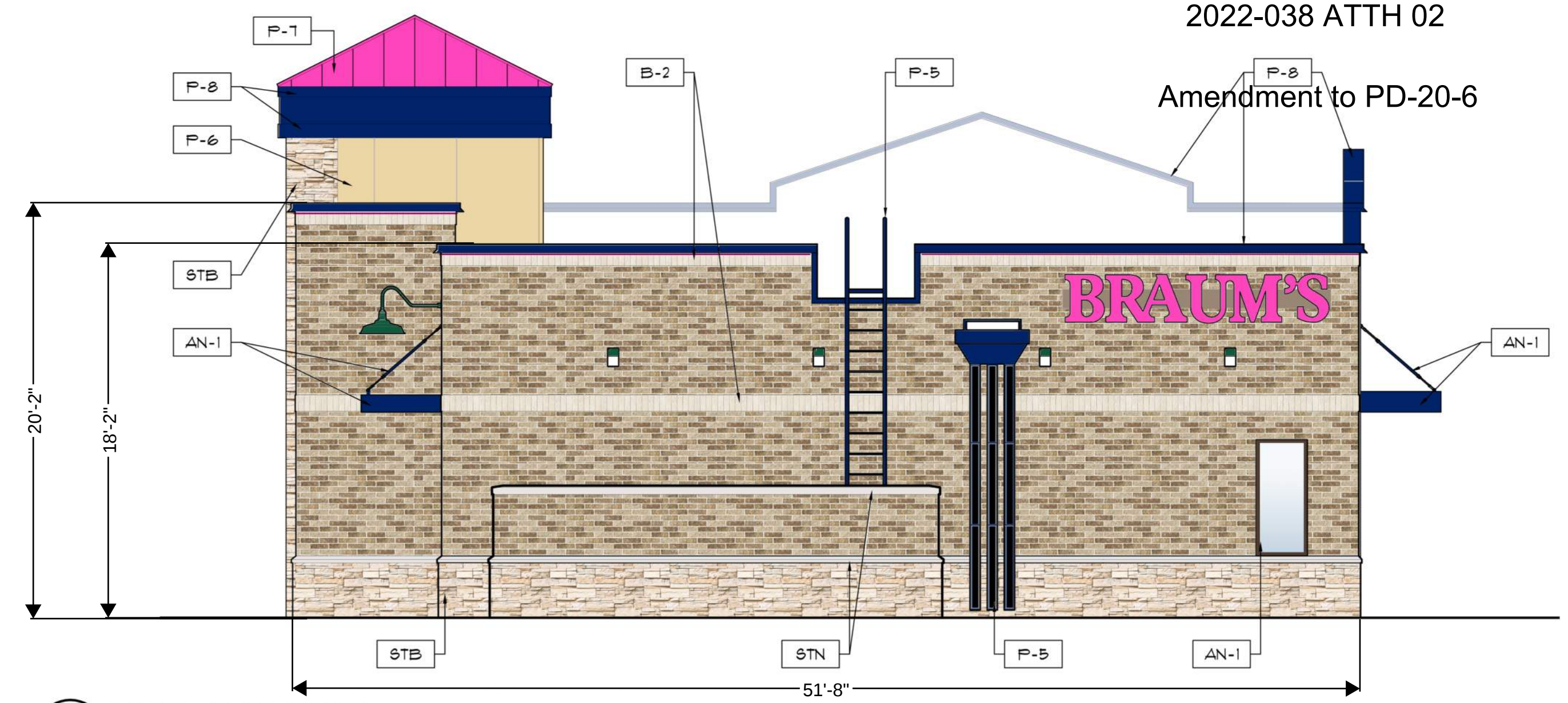
5605 Richmond Road





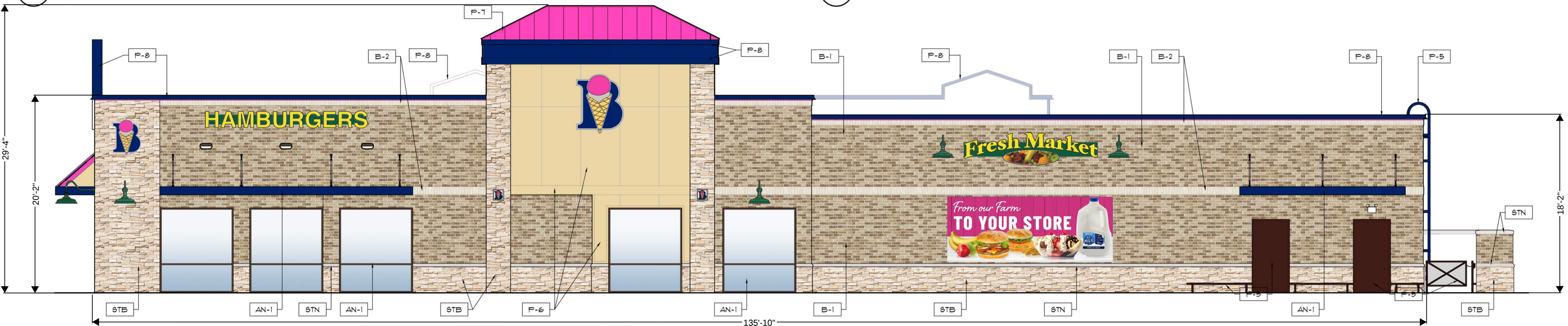
EAST ELEVATION

SCALE 3/16" = 1'-0"



WEST ELEVATION

SCALE 3/16" = 1'-0"



NORTH ELEVATION

SCALE 3/16" = 1'-0"



SOUTH ELEVATION

SCALE 3/16" = 1'-0"

MATERIALS / MANUFACTURERS / COLORS – EXTERIOR

DOORS/WINDOWS:
PAINT
MFG: SHERWIN WILLIAMS
P-5 PRODUCT: INTERIOR HISTORIC - ENAMEL
P-6 COLOR/STYLE: POLISHED MAHOGANY - SW2838

EXTERIOR FINISH:
HARDI BOARD/HARDIPANEL
P-6 COLOR/STYLE: MATCH PANTONE COATED - CONE YELLOW - 135C

STANDING SEAM METAL ROOF
P-1 COLOR/STYLE: MATCH PANTONE COATED - PINK - 232C
PARAPET CAP/METAL FACIA
P-2 COLOR/STYLE: MATCH PANTONE COATED - BLUE - 281C

DOOR/WINDOWS:
AN-1 ANODIZED BRONZE
KINGSIZE BRICK VENEER
B-1 ACME BRICK, KENNEWICK KINGSIZE
B-2 ACME BRICK, GLACIER WHITE KINGSIZE

STONE SILL
STN AUSTON WHITE LIME STONE
STONE VENEER BASE
STB EAGLE STONE, GRANBURY YELLOW (MIX)

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:

City of Texarkana, Texas

Briefing Sheet

Version:

Update Date: 4/18/2022 9:22 AM

Lead Department:	<u>Planning & Zoning Commission</u>	Action Officer:	<u>Laura Puckett, Administrative Coordinator</u>
Subject:	<u>Ordinance No. 2022-039 rezoning Lots 11 and 12, Block 5, Watts Addition, located at 1324 Bowie Street from Two Family-1 to Commercial. Thomas Turner, owner and Jerry Johnson, agent.</u>		
Briefing:	<u>5/9/2022</u>	Public Hearing:	<u>5/9/2022</u>
		Council Vote:	<u>5/9/2022</u>

Item Schedule

Schedule 2: Brief once - vote once (two weeks)

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

This is a request by Thomas Turner, owner, and Jerry Johnson, agent, to rezone a Lots 11 and 12, Block 5, Watts Addition, located at 1324 Bowie Street from Two Family-1 to Commercial. The proposed use is a Food Truck Park. This property is currently vacant land.

The adjacent zoning is Two Family-1 to the north and east, Office to the west, and General Retail to the south. The adjacent land use is vacant land to the north, residential to the east and south, and a church to the west.

The Future Land Use Map shows "mixed use development".

This property is near Grim Stadium and in an area that is already zoned with mixed uses. Therefore, staff would recommend for approval of this request.

The applicant should also be aware that if this zoning change is approved, all other applicable city code/ordinance requirements must be met including but not limited to building codes, setbacks, subdivision, fire, parking, noise, drainage, water and sewer prior to the issuance of building permits.

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

Potential Options:

Approve or deny

Fiscal Implications:

NOT APPLICABLE

City of Texarkana, Texas

Staff Recommendation:

Staff recommends for approval of this request.

Advisory Board/Committee Review:

Planning and Zoning Commission

Board/Committee Recommendation:

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

Advisory Board/Committee Meeting Date and Minutes:

March 7, 2022

Attachments

- a. 2022-039 ORD rezoning from 2F-1 to Commercial at 1324 Bowie (DOCX)
- b. 2022-039 ATTH 01 (maps) (PDF)
- c. 2022-039 ATTH 02 (Site Plan) (PDF)
- d. 2022-039 Goals & Perspectives (DOCX)

Staff Coordination

Building Code Administration	Mashell Daniel	Reviewer	Completed
04/18/2022 3:15 PM			
City Manager	David Orr	Reviewer	Completed 04/20/2022
8:47 AM			
City Council	Jennifer Evans	Meeting	Completed 04/25/2022
6:00 PM			

Meeting History

04/25/22 City Council MOVED FORWARD Next: 05/09/22
Mashell Daniel briefed this agenda item.

ORDINANCE NO. 2022-039

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AMENDING THE ZONING ORDINANCE OF THE CITY OF TEXARKANA, TEXAS, BY REZONING LOTS 11 AND 12, BLOCK 5, WATTS ADDITION, LOCATED AT 1324 BOWIE STREET, IN THE CITY OF TEXARKANA, BOWIE COUNTY, TEXAS, FROM TWO FAMILY-1 TO COMMERCIAL; 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 **Lots 11 and 12, Block 5, in the Watts Addition, located at 1324 Bowie Street**, in the City of Texarkana, Bowie County, Texas, from **Two Family-1 to Commercial**; 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 have afforded and held full and fair hearings 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 five (5) to zero (0) to recommend the application for rezoning from Two Family-1 to Commercial** to rezone **Lots 11 and 12, Block 5, in the Watts Addition, located at 1324 Bowie Street** 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 **Two Family-1 to Commercial** 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: 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 **Lots 11 and 12, Block 5, in the Watts Addition, located at 1324 Bowie Street** in the City of Texarkana, Bowie County, Texas, from **Two Family-1 to Commercial**.

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 **9th day of May, 2022.**

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

1324 Bowie Street



Attachment: 2022-039 ATTH 01 (maps) (3675 : 2022-039 ORD rezoning 2F-1 to Commercial at 1324 Bowie St)

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: